

**Municipality of the District of St. Mary's
Regular Meeting
Monday July 8th, 2013**

MEETING, DATE & TIME:

The regular meeting of the St. Mary's Municipal Council was held July 8, 2013 commencing at 7:00 pm in the Community Board Room, Sherbrooke, NS.

ATTENDING:

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

ABSENT:

Warden David Clark

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 KAISER-KIRK AND SECONDED BY COUNCILLOR BAKER COUNCIL APPROVED AGENDA WITH THE FOLLOWING ADDITIONS TO NEW BUSINESS C. SCHOOL PROJECT UPDATE D. MEETING DATE WITH JEREMY HILLYARD E. BUILDING PERMIT RATES F. DOG TAGS/CATCHER G. RECREATION SUMMER POLICY H. COMMUNITY ROOM AND TO REPORTS C. RECPLEX IN CAMERA
MOTION CARRIED**

APPROVAL OF MINUTES:

**ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR PYE COUNCIL APPROVED MINUTES FROM REGULAR MEETING HELD ON JUNE 10, 2013 WITH SPELLING CORRECTION ON PAGE 4
MOTION CARRIED.**

Business arising:

- Mr. Rodgers provided update on Marie Joseph Community Centre; survey will be completed this week and he will setup closing dates with new owner.
- a. Memo of Understanding – Physical Activity

**ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR BAKER COUNCIL APPROVED WARDEN TO SIGN MEMORANDUM OF UNDERSTANDING FOR THE PHYSICAL ACTIVITY COORDINATOR
MOTION CARRIED**

- b. Goshen Enterprises – Councilor Dort provided update; Verhagen completed work within one day and residents are very happy. The demolition invoice has been paid and adjustment will be made on the tax bill.
- c. Dry Hydrants – update provided by Clerk; forms to have sites re-approved have been received and these are a work in progress. Previous site plans may have to be changed as IHL and Ecum Secum are in brooks, Clerk and Deputy Warden to work on contacting Department of Fisheries

Correspondence:

- a. SNSMR – Transit Research Incentive Program (TRIP): Community Development Officer has been approved in the amount of \$15,000 to develop a feasibility study to investigate public transit services in Municipality of St. Mary's.

**ON MOTION OF COUNCILLOR DORT SECONDED BY COUNCILLOR PYE COUNCIL ACCEPT OFFER FROM SERVICE NOVA SCOTIA AND MUNICIPAL RELATIONS AND SIGN CONTRIBUTION AGREEMENT TO DEVELOP FEASIBILITY STUDY.
MOTION CARRIED**

New Business:

- a. Registry of Deeds in Guysborough– Councilor Kaiser-Kirk brought forward comment from resident; difficult to drive to Guysborough to do business regarding deeds. Clerk provided council with brief history; records were moved to Guysborough in 1995 as part of a provincial service exchange. This was part of a province wide mandate to decentralize, one county – one registry. Discussion was held; staff informed council that some assistance can be provided at municipal office free of charge i.e. Property Online.

**ON MOTION OF COUNCILLOR KAISER-KIRK AND SECONDED BY COUNCILLOR BAKER THAT COUNCIL SEND LETTER TO MINISTER OF MUNICIPAL AFFAIRS REGARDING RELOCATING REGISTRY OF DEEDS BACK TO ST. MARY'S MUNICIPALITY.
MOTION CARRIED**

- b. Tender Opening – Council Table
 - 1. Tate Construction - \$17,990 plus HST
 - 2. Keith Grant Custom Woodworking - \$12,900 plus HST
 Discussion was held

**ON MOTION OF COUNRILLOR FINDLAY AND SECONDED BY COUNCILLOR DORT THAT COUNCIL ACCEPT TENDER FROM KEITH GRANT CUSTOMS WOODWORKING AT THE QUOTED PRICE OF \$12,900 PLUS HST TO BE COMPLETED AND INSTALLED PRIOR TO SEPTEMBER 7TH, 2013.
MOTION CARRIED**

- c. School Project Update – Deputy Warden; communicate to SHOPS group in writing that it's on hold pending receipt of the bill/costs from School Board.
- d. Invitation to be sent to Jeremy Hillyard – GASHA's recruiting team during next Committee of the Whole July 23rd or 24th for discussion.

- e. Building permit rate changes – adopting a new rate schedule as per COTW discussion

ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR BAKER THAT COUNCIL ADOPT THE NEW RATE SCHEDULE FOR BUILDING PERMIT FEES EFFECTIVE IMMEDIATELY AS PRESENTED MOTION CARRIED.

- f. Dog tags/Catcher – in an effort to improve dog relations in the municipality Council has agreed to offer Dog Tags free of charge and have shared Dog Catcher services with Guysborough Municipality. An awareness campaign via the municipal newsletter will done.
- g. Recreation summer staff policy – has been reviewed by council previously

ON MOTION OF COUNCILLOR KAISER-KIRK AND SECONDED BY COUNCILLOR FINDLAY THAT COUNCIL ADOPT RECREATION SUMMER POLICY AS PRESENTED MOTION CARRIED

- h. Community Room – Councillor Kaiser-Kirk initiated discussion on size and usage of Community Room in Municipal Building. Advertisement will be in the municipal newsletter to let non-profit groups know about the meeting space available and staff will work on usage agreement.

Reports:

- a. Finance Officer provided council with written report and highlighted a few items;
 - Agenda items for next Committee of the Whole regarding new building
 - Audit has been completed, Marian will set up date first week of August for Deloitte and Touche to present statements to Council
 - Diamond Summit in October training conference

ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR PYE, COUNCIL APPROVED ATTENDANCE FOR MARIAN FRASER AND JODY COOK TO THE DIAMOND MUNICIPAL SOLUTIONS SUMMIT IN OCTOBER DISCUSSION MOTION CARRIED

- Working on updating the Employee HR staff policy; there are now more employees with different classifications, the time off reporting requires maintenance
- 3 month new hire employee review for Recreation Coordinator and Development Officer date are set for July 17th.
- Water Rate Study is underway for Gerry Isneor

ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR BAKER COUNCIL ACCEPTED FINANCE REPORT AS PRESENTED FOR PERIOD ENDING MAY 31 2013 AND JUNE 30 2013. MOTION CARRIED

- b. Community Development Officer – report on file
- c. RECPLEX update

ON MOTION OF COUNCILLOR DORT AND SECONDED BY COUNCILLOR PYE COUNCIL MOVED TO IN CAMERA SESSION FOR PERSONNEL ISSUE

ON MOTION OF COUNCILLOR DORT, COUNCIL RECONVENED TO REGULAR SESSION

Solicitor Report

- MJCC; as previously discussed
- Nothing further to report

Other Matters of Business

Councillor Baker

- Attended Lighthouse signing
- Received complaint there was no banner on Canada day
- Library maintenance items to review with staff
- Canada day breakfast in Liscomb made \$1400 split between Legion and Fire department

Deputy Warden Mosher

- Attended Lighthouse signing
- Interviewed for Janitor and recreation summer staff positions
- Attended Canada day celebrations

Councillor Kaiser-Kirk

- Attended Lighthouse signing
- Attended Benefit dance for Port Bickerton resident who recently lost their home to a fire

Councillor Findlay

- Attended IHL Golf Tournament

Councillor Pye

- Attended IHL golf tournament
- Umped Recreation Canada day ball tournament

**ON MOTION OF COUNCILLOR PYE AND SECONDED BY COUNCILLOR DORT THAT DURING REGULAR COUNCIL MEETINGS, MUNICIPAL CLERK NOTIFIES AT 9PM THAT COUNCIL HAS ½ HOUR LEFT OF MEETING TIME
DISCUSSION – 930PM TIME LIMIT, PRESENTATIONS TO BE HOSTED AT COTW NOT REGULAR COUNCIL
MOTION CARRIED**

Councillor Dort

- Attending various Community events and had a great Canada day in Goshen

Finance Officer/Deputy Clerk

- Floor wax to be added to the deficiency list

Administrative Assistant

- Thanked the councillors who assisted in our move to new office, great atmosphere

ADJOURNMENT:

ON MOTION OF COUNCILLOR DORT, MEETING WAS ADJOURNED AT 9:12PM

Approved By:

Recorded By:
