

# Town of Mulgrave Council Meeting Minutes February 1, 2021

**Present:** Mayor Chisholm, Deputy Mayor Snow-Keeling, C'Ir Russell, C'Ir Luddington, C'Ir Durling and CAO Berthier Sampson,

Regrets: Nil

1. Call to Order

Meeting called to order at 6:30 by Mayor Chisholm.

2. Approval of Agenda

Moved by C'Ir Ludington, seconded by C'Ir Russell that the agenda be approved as circulated with the following additions:

- a. Chickens
- b. Start up Mulgrave
- c. Incident report
- d. Roaming Dogs
- e. Committee Reports

### **Motion Carried**

### 3. Minutes

Moved by C'Ir Russell, seconded by Deputy Mayor Snow-Keeling that the minutes of January 18, 2021 be approved as presented after two corrections including:

- a. Finance report to Dec 2020 not 2021
- b. Motion by Crystal not Krista.

# 4. New Business/Carry forward

### a. Meeting Request

i. <u>DSM Meet and Greet/Plant Tour</u>-Date options discussed. CAO to invite DSM Executive to supper event with group size of less than 10: Request Scotia Café to cater. Courtesy welcome meeting.

### ii. VFD-Meeting request

- C'lr Luddington declared a conflict of interest and left the room.
- Request for meeting with Council to discuss budget, replacement of 11 hoses (2 quotes for the hoses has been provided \$ 3637 (4180 with tax) and \$2834 (3250 with tax), and raises for chief/deputy chief of \$2000 and \$1500 respectively. Also requested two sets of gear on an annual basis and replacement of tanker.
- Councillor package included historical VFD budget and actuals so that all parties provided same information. Package also included copy of motion from June 2019 to add \$10,000 per year to a truck reserve.
- Gallery member included VFD member who spoke to recent inspection of hoses and their criticality.
- Councillors to organize meeting with department in near future.

**Motion** Carried

- Agenda Item b.viii (Safety Data sheets) brought into discussion here. VFD member present and council informed that Town recently updated SDS for all its locations. A guide of Town chemicals, flammables and dangerous goods on hand (and maximum inventory levels) with location finder has been created for all Town properties including its water plant. VFD and EMO to be provided copy. This activity is a function of emergency preparedness and empowering the VFD to be more prepared in the event of a response to an emergency. Discussion on seeking same type of guide from all industrial customers within Town limits.
- Upon completion of discussion, Clr Luddington was called back into the room.
- iii. <u>EMO training date-</u> Several dates to be prosed beginning with *Wed, Feb 24<sup>th</sup>*. It was also noted that next Town EMO meeting is Feb 17<sup>th</sup> (Thursday) at 12 PM, held in Council Chambers.

# b. Community Development /Infrastructure Update

- Site Certification update- Consensus for CAO to seek quotes for appraisal and Level I assessment for norther section of the lot so that any development of lots are a continuity of current lots. Northern section appears to be approximately 8.59 hectares (21.23 acres) of a total 25 hectares (61.77 acres) representing approx. 1/3 of Industrial park vacant land. RFQ to be sought from eight (8) appraisal companies.
- ii. <u>Signage for Main/Stafford and Stafford/Murray</u>- New signs to be completed/available Feb 5<sup>th</sup>. -Hardware/frames will require fabrication.
- iii. <u>Community Banner Project</u>-Request for participation mailed out to 28 organizations. To date 6 responded; all interested in participating. Clr Russell confirmed the Legions interest in participation.
- *iv.* <u>Marina Building rental agreement-</u> Copy of draft agreement provided with list of leasehold improvements. 2 of 4 leasehold improvements (washrooms/ back door) may quality for accessibility funding. Application with lessee to be coordinated. Total cost of leasehold updates, with heat tracing now up to \$6398.
- <u>Guardrail (Mill Hill)</u>- Two quotes provided to Council. Successful bidder is Zupthen at \$21,160.
  CAO to proceed with project ASAP. New guardrail to be installed in front of old which will be removed by PW as time permits.
- <u>Building HVAC RFP</u> CAO noted tender framework to be used and augmented to satisfy RFP requirements. Project summary of RFP provided/discussed with Council. Consensus that RFP scoring weights to include: Price, warranty, solution, serviceability, energy efficiency to operate. RFP closing date to be Feb 26, 2021; RFP opening date to be March 1, 2021. These dates align with lessee timeline for tenders.
- vii. <u>Building Internet update-</u> New service provider (Eastlink ) completed engineering build to building. Staff report significant improvement in admin office. Additional attention may be required to various zones given concrete nature of building impeding WIFI. Council chambers and zoom appear to now be working well.
- viii. Safety Data sheets update addressed in VFD section under 4.a-2
- ix. <u>Housing representative:</u> Council alerted that new member required. Letter from Deputy Minister Berliner provided to council stating expiration of reps term. Discussion on importance of topic,

representation and skills required. Landlord /housing experience would be an asset. Council to consider potential nominations.

# c. Water Plant Property taxes

PVS (property valuation services) assessed the value of the new water plant to \$5.7 million, up from \$1.6 million for the old water plant. This increase raises property taxes from \$87k to \$299k. CAO recommended the 2020 tax rate be held for 2021 to ensure stability in water rates. *It was moved by Deputy Mayor Snow-Keeling, seconded by C'Ir Russell, that the Town retain its current tax bill on it water utility plant for the 2020/2021 year into the 2021/2022 year with the \$212,000 difference being offset and absorbed by having the general operating fund absorb the property taxes above \$87,222. Motion Carried.* 

- **d. Councillor Biography's-** Office prepared Bio for Clr Russell as template. Councillors asked to submit or seek assistance from admin office. Bios to be included in March Newsletter.
- e. Tax sale: 11 Accounts Eligible for tax sale. Actual results include;
  - one account balances too small to pursue at this time.
  - Seven accounts provided 14 day notice: May advance to legal for search.
  - Two accounts: Title issues to be reviewed. File review.
  - One account is a trailer: special section of MGA to be applied.
- f. Safe restart agreement: meeting held Jan 27, 2021 missed however Mayor informed Building leasehold for Covid recovery eligible. Grant eligibility to also be researched.
- **g.** Confined Space training for PW: Class sizes under 10/split class. Dates to be Feb 18 and 19<sup>th</sup> if suitable for other Municipal Units.
- 5. **Reports.-** No reports

### 6. Approved Addition to Agenda

- a. Chickens-Councillor asked question by resident about having chickens. CAO noted, current land use bylaw in zone R1 prohibits however it is not being enforced. Change in enforcement could result: individual should be aware of that. Discussion occurred on complexity of bylaw given need for guidelines on lot size, setbacks, cleaning etc.
- **b.** Start up Mulgrave -to move forward with steering committee (Heather Brennan, Krista Luddington, Basil Ryan). Work on development of prize package to continue and logo/website to be developed. Next newsletter should include update.
- c. Incident report-slip and fall on ice. Fall outside office building. Area was salted however roof dripping created new freezing. Individual to be contacted.
- **d.** Roaming Dogs-Repeated complaint over same dog/pictures provided. Town sent letter to dog owner regarding dog bylaw.
- e. Committee Reports-Consensus of council to adopt standing committee reports at regular meeting which align with new council assigned committees.

7. Date of next meeting: Tuesday, Feb 16, 2021 (in lieu of Stat holiday on Monday, Feb 15, 2021)

- 8. Gallery-
  - Zoom audience taken off mute and asked if questions. None received.
  - Received message from viewer that audio mostly good except for if/where two individuals spoke at the same time.

# 9. In Camera. Negotiations

Move by Clr Luddington , 2<sup>nd</sup> by C'Ir Russell to go in camera at 8:27pm -Collective bargaining. Conflict of interest declared by C'Ir Durling who left the room Discussion on Collective agreement C'Ir Durling returned after discussions completed.

Moved by Deputy Mayor Snow-Keeling 2<sup>nd</sup> by C'lr Durling to come out of in camera at 9: 10 pm

#### **10. Meeting Adjournment**

There being no further business, it was Moved by Clr Russell to adjourn at 9:12 PM.

Mayor

CAO

Date

Date