

**Special Council Meeting  
November 2, 2021  
Town Council Chambers**

**Present**

Mayor L. Boucher  
Councillor S. Cameron  
Councillor W. Cormier  
Councillor M. Farrell  
Councillor D. MacInnis  
Councillor D. Roberts

J. Lawrence, CAO  
Deputy Clerk, D. Wilson  
K. Proctor, P.Eng., Director of Public Works  
S. Scannell, Community Engagement

**Absent with Regret**

Deputy Mayor A. Murray

**Call to Order**

Mayor L. Boucher called the meeting to order at 5:06 PM.

**Approval of Agenda**

“It was Moved and Seconded that the Agenda be approved as presented.” Motion carried.

- Application – Flag/Banner Request – Royal Canadian Legion

It was noted the Legion completed an application form for the purpose of hanging memorial veteran’s banners in the area of Columbus Field until Remembrance Day, with MMI Construction offering to hang and remove the banners at no cost to the Legion.

“It was Moved and Seconded to approve the application to hang banners for the Royal Canadian Legion as presented.” Motion carried.

- Capital Projects Update (K. Proctor)

An overview of the updated Capital Projects pending and those that will be delayed was previously distributed. K. Proctor provided comment and noted a further update can be provided in approximately another month.

Discussion took place on the status of projects and the timing of paving, with K. Proctor and CAO J. Lawrence responding to questions from Council.

It was noted that the paving tender for this year was slightly over budget but still within reason. K. Proctor noted that the results of the tender have been posted to the website.

- Curb, Gutter & Sidewalk Bylaw Discussion (J. Lawrence)

CAO J. Lawrence provided comment noting the previous practice was billing for 50% of the cost of newly installed curb, gutter and sidewalk as it was installed along private properties in the past.

He questioned whether, given considerations being given to accessibility, that Council may wish to evoke Section 8 of the Bylaw for upcoming sidewalk work, and subsequently rescind the Bylaw.

“It was Moved and Seconded to authorize the CAO invoke Clause 8 of the Curb, Gutter & Sidewalk Bylaw for the work budgeted for Malcolm Court with accessibility practices in mind, and subsequently to ask Corporate Services to rescind the Curb, Gutter Bylaw.” Motion carried.

- Parking Meter Bylaw Amendment (S. Scannell)

S. Scannell provided comment on a proposed amendment to the Parking Meter Bylaw. He noted the main amendment is to the penalty section and the amendment is in response to comment from Municipal Affairs on the wording in the Bylaw.

“It was Moved and Seconded to give First Reading to an amendment to the Parking Meter Bylaw as presented by staff.” Motion Carried,

CAO J. Lawrence provided comment on a request from the Farmers’ Market to assist in elimination of overnight parking. He noted the intent would be an agreement to assist with enforcement for the parking area. It was noted that some communication would take place with the University. Brief discussion took place on future plans to pave the parking lot.

- Correspondence – St. Ninian’s Cemetery Care Company

CAO J. Lawrence provided comment on a request from St. Ninian’s Cemetery Care Company for in kind work to assist with improvements to a cemetery adjacent to the HOW Club on Main Street. Discussion took place.

CAO J. Lawrence stated that administration is fine with carrying out the work but would like to put a financial value to the work prior to it being carried out. CAO J. Lawrence stated the Town does not have the ability to provide a monitoring service for a video camera and would support the request as stated in paragraph 3 of the request letter.

“It was Moved and Seconded that the Town arrange to have a surplus aluminum pole with a traffic arm or 10’ aluminum arm and LED light installed so as to have a cone effect on the graveyard to keep the area lit.

- Request for Decision – 376 Main Street

A Request for Decision with background details surrounding a request by a developer was previously distributed. CAO J. Lawrence noted the request is similar to work carried out along Main Street a number of years ago. It was noted that B. Clifton has provided a quote of \$32,000 and the CAO is requesting a 10 hard cap contingency.

CAO J. Lawrence responded to questions from Council.

“It was Moved and Seconded that that the Town support sidewalk and improvements to the area of 376 Main Street in the amount of \$32,000, with a maximum 10% contingency. The work is to be carried out for the developer, K. DeCoste and subsequently billed back to the Town.” Motion carried.

CAO J. Lawrence noted Town received notice of a one-time doubling of some provincial funding (further details to come to the November Council meeting).

- Beaverbrook Trailer Park Snow Plowing

CAO J. Lawrence spoke to snow plowing being carried out to private property. It was noted that the current agreement is due to expire on December 22<sup>nd</sup> and provided comment on the difficulty in reaching the property owner in a timely manner.

“It was Moved and Seconded that the Town give notice to the property owner not to renew the existing snow plowing agreement.” Motion carried.

Councillor W. Cormier provided comment and questioned whether the Town has taken any action for non-compliance on other matters and provided the possibility of back-charging for outstanding matters.

S. Scannell provided comment on previous summary enforcement on the trailer parks and provided comment on how the work was ultimately cleaned up. Brief discussion took place.

The meeting was adjourned at 6:00 PM.