

Minutes of a Town of Pictou Special Committee of Council meeting convened 6:30 pm in Council Chambers on the above date. Mayor Jim Ryan presiding.

PRESENT: Deputy Mayor Dan Currie; Councillors Eric Daley, Malcolm Houser and Nadine LeBlanc

ALSO PRESENT: Scott Conrod, CAO
Jim Chisholm, Public Works
Nicole MacDonald Battist, Deputy Clerk/Minute Recorder

1. CALL TO ORDER

2. REDEVELOPMENT OF WEST RIVER ROAD ENTRANCE

Project Overview

A briefing note was circulated to assist Council with making future decisions related to this project.

CAO Conrod and Superintendent Chisholm reviewed the following information:

- The project budget and sharing arrangements between the Nova Scotia Department of Transportation and Infrastructure Renewal and the Town
- Visitor Information Centre (VIC) current operations and property ownership
- An overview of three new commercial lots
- Points related to an adjacent property owner
- Veterans Drive and the possible options for street changes
- Approach to storm water management
- Veterans Park & soccer field
- Overview of the signage and wayfinding plan

Release of a Commercial Development Request for Proposals

Council discussed the concept of releasing a Request for Proposals (RFP) to private sector developers for one or more of the three lots that have been created. The RFP could include a proposed evaluation criteria that may include but not necessarily be limited to: the compatibility of the development relative to the entrance to Town; size requirements (and other stipulations of the Town's Commercial Highway Zone); and projections of commercial assessment/taxation. The Town may also wish to consider easements and right-of-ways relative to municipal services and the placement of signage.

Council requested that research be completed on leasing versus the sale of land.

The Town awaits a metes and bounds survey before an RFP can be released.

MOVED: M. Houser *COC-11-28-16-1741*
SECONDED: E. Daley

MOTION: That staff be instructed during the next regular meeting to prepare a draft RFP for Council consideration.
MOTION CARRIED

Lot C

Council reviewed items specifically related to the future development of Lot C. Staff are awaiting the completion of a setback survey by the Province before a technical briefing can be prepared on Lot C.

MOVED: N. LeBlanc *COC-11-28-16-1742*
SECONDED: DM Currie

MOTION: To recommend to Council that staff prepare a technical brief relative to the Town's land use controls and the future development of Lot C as soon as possible.
MOTION CARRIED

Veterans Drive

The options, as previously generated by engineering consultants, related to Veterans Drive operating as a local and collector road and the resulting impact on Dunromin Terrace and corner of West River Road and Haliburton Road were discussed by Council.

Staff indicated traffic counts should be updated and assessed and that a plan incorporating the redesign/as built configuration of Veterans Drive relative to the existing boundary survey should be prepared to assist Council with reaching a decision.

MOVED: DM Currie
SECONDED: None

MOTION: To recommend to Council that the Town engage a qualified traffic engineer to review current traffic counts along Veterans Drive, West River Road and Haliburton Road and to comment on the possible impacts should Veterans Drive be closed.
MOTION LOST

3. COUNCIL ORIENTATION – CONTINUED

General Finance

CAO Conrod reviewed the March 31, 2016 Non-Consolidated Financial Statements of the Town and Water Utility (Operating, Capital and Reserves Funds).

The CAO also reviewed:

- How gas tax is received and allocated;
- Possible ways to fund capital projects;

- Financial Condition Index (FCIs);
- Taxable Assessment;
- Role of external auditors, management, and Council; and
- Internal controls

4. PARKING LOT ITEMS

Discussion was held on:

- Regional Economic Networks (RENs); and
- A Council Proceedings Policy.

Council agreed not to develop a Council Proceedings Policy at this time.

5. PRIVATE SESSION

The Mayor closed the public portion of the meeting. He indicated there was one personnel matter to be discussed in private session and that there would be nothing to report publicly. Deputy Mayor Currie and Councillor LeBlanc declared a conflict and left the meeting.

Council reconvened in public session.

6. ADJOURNMENT

MOVED: M. Houser
SECONDED: E. Daley

COC-11-28-16-1743

MOTION: To adjourn the meeting at 9:20 pm.
MOTION CARRIED

APPROVED

James R. Ryan
Mayor

Scott W. Conrod
CAO