



NOTICE

MEETING: St Mary's Municipal Council
Committee of the Whole

DATE: Wednesday, January 3rd, 2018

TIME: 1:00pm

PLACE: St. Mary's Municipality
Council Chambers, Sherbrooke, NS

Please advise if unable to attend

Dated: December 21, 2017

Marvin MacDonald, CAO

**Municipality of the District of St. Mary's
Committee of the Whole
Wednesday, January 3rd, 2018**

1. Call to Order
2. Roll Call
3. Approval of Agenda and Any Additions
4. Approval of Minutes from Committee Meeting held December 6th, 2017
5. Business Arising from Minutes
6. Antigonish Community Transit – Leslie Carle-Ebert & Dale Bogle
7. Other Matters of Business
 - a. Waterline Project Update
 - b. Department of Municipal Affairs Capacity Building Grant
 - c. Ice Helmet Policy
 - d. St. Mary's Recplex Advertising Policy
 - e. Bill 10
8. Adjournment

Municipality of the District of St. Mary's

Committee of the Whole

Wednesday, January 3rd, 2018

Meeting, Date & Time:

The Committee of the Whole meeting of St. Mary's Council was called to order on Wednesday, January 3rd, 2018 at 1:00pm in the Council Chambers Sherbrooke, N.S.

Attending:

Warden Mosher
Deputy Warden Dort
Councillor Malloy
Councillor Findlay
Councillor Kaiser-Kirk
Councillor Baker
Councillor Smith

Also Attending:

Marvin MacDonald, CAO
Marian Fraser, Director of Finance
Denise Sawlor, Municipal Clerk/Special Projects Coordinator

Approval Of Agenda:

On motion of Councillor Baker and seconded by Councillor Findlay that Council approve the agenda with the following additions:

- 7.f Parental Accommodations Committee*
- 7.g Chedabucto Lifestyle Complex*
- 7.h Protected Lands*
- 7.i Transfer Station Backhoe Issues*
- 7.j In-Camera – Personnel Matter*

Motion carried.

Approval of Minutes:

On motion of Councilor Kaiser-Kirk and seconded by Councillor Malloy that Council approve the minutes of the Committee Of The Whole held December 6th, 2017

Motion carried.

Business Arising From Minutes:

- A letter has been sent regarding the road shoulder at the intersection near Clover Farm. Paul Flynn has replied that he will take a look at the issue and suggested that some of the large rocks from the waterline project could be placed at the location. Mr. Flynn has been informed that he would need to contact the waterline project contractor in regards to the rocks.
- Mr. Pitts has been scheduled to attend the March 7th, 2018 COTW.
- Mr. Hines can only visit Council on a Monday or Friday so his office will be providing some possible dates for consideration.
- Eastern Shore Cartage has picked up the new truck signs from the office.
- Marvin is looking into options to replace the Recplex Zamboni.

Antigonish Community Transit – Leslie Carle-Elbert & Dale Bogle

- See attached
- Dale is looking into the new \$50,000 Building Vibrant Communities Grant. This could be used to subsidize fares.
- The Building Vibrant Communities Grant has a February 2, 2018 application deadline and a March 31, 2018 deadline for submitting the plan.
- In rural communities it has been shown that door-to-door service is more successful than fixed stop service.

1:26pm Warden Mosher left meeting

1:27pm Warden Mosher returned to meeting

- Dale is currently involved with a \$200,000 funding program for the homeless.
- Recommending that a board be set up in St. Mary's to oversee the transit project as opposed to the Antigonish board running it.
- There could possibly be a vehicle on the road as soon as the middle of May.
- There would be a pilot phase to begin with and an exit strategy in place if the program was not a success.
- Next steps would include looking at the numbers, applying for the Building Vibrant Communities grant, picking a name and registration with Registry of Joint Stocks.
- February 15th is the deadline to submit the final version of the business plan to Municipal Affairs.
- Councillors will send questions to the CAO then discuss the item again at the January 17th, 2018 COTW.

2pm Break

2:12pm Resume

Other Matters of Business

- Sherbrooke Waterline Project Update
 - Main line installation is complete.
 - Next step is to pressure test and disinfect the line.
 - Work has stopped due to the ground being frozen. Frozen ground cannot be used as backfill therefore work will resume when ground thaws.
 - Municipal Affairs has agreed to extend the funding deadline till the end of June 2018.

- January 15, 2018 is the date for the meeting with the Engineers.
- Department of Municipal Affairs Capacity Building Grant
 - The Municipality received grant approval to hire a term position to reconcile Parcel Identification (PID) numbers with assessment accounts.
 - The position has been posted. It is 35hrs/week for 22 weeks.
 - With the grant the cost to the Municipality is half.
- Ice Helmet Policy
 - Helmet signs have been posted at the Recplex.
 - The Solicitor will be contacted to determine the effectiveness of waivers.
 - Policy will be discussed again at the next COTW.
- St. Mary's Recplex Advertising Policy
 - Dates on the policy have been amended to September 30th for the invoice payment date and November 30th for the ad removal date.

On recommendation of Deputy Warden Dort and seconded by Councillor Kaiser-Kirk that Council approve the updated St. Mary's Recplex Advertising Policy.

Recommendation adopted.

- Bill 10
 - See attached presentation.
 - April 1, 2018 will be the deadline for the Municipality to have the new system in place.
 - The Municipality is responsible for the arrangements to fill an outside appointment on the audit committee.
 - Terms of reference will need to be developed for the Audit Committee.
- Parental Accommodations Committee
 - The UNSM has arranged webinars on January 8 & 11, 2018.
 - Comments on the Committee's written document may be submitted, deadline January 17, 2018. It will be requested that the deadline be extended to January 18, 2018 so Council can discuss the item further at the January 17, 2018 COTW.
 - Councillors will send their individual comments to Marvin prior to January 15, 2018 and they will be compiled and ready for the January 17, 2018 COTW.
 - Councillor Smith will attend the January 8, 2018 webinar.
- Chedabucto Lifestyle Complex
 - We have not received an official request for funding.
 - There was an article in the Guysborough Journal recently stating that the Town of Antigonish has voted against a financial contribution to the Complex.
- Protected Lands
 - There have recently been stories in the media expressing the Mining Industry's opinion that they are being hurt by the protected land laws.
 - There is now a new Minister at the Department of Natural Resources.

- Marvin will draft a letter as a follow up to the letter sent to the Minister of Natural Resource's Office in August 2017.
- Transfer Station Backhoe Issues
 - On Friday the backhoe oil light came on and it started making noises.
 - A mechanic was called out to look at the backhoe. The mechanic recommended getting a reconditioned engine considering the age of the backhoe (1998, 5500hrs). He estimated the cost to be approximately \$10,000.
 - Marvin has placed a few calls for additional quotes.
 - Some of the backhoe's tire segments are due to be replaced this year.

On recommendation of Councillor Findlay and seconded by Councillor Malloy that Council have the Transfer Station backhoe repaired with a spending limit of \$10,000 plus any associated shipping costs.

Recommendation adopted.

- In-Camera (Personnel Matter)

On motion of Councillor Baker and seconded by Councillor Findlay Council moved into an in-camera session to discuss a personnel matter at 3:07pm.

Denise and Marian left the meeting at 3:13pm. Marvin recorded the remainder of the meeting minutes.

On motion of Councillor Findlay council reconvened to regular session at 3:40pm

Adjournment

On Motion of Deputy Warden Dort there being no further matters of business, Council adjourned at 3:41pm.

Recorded By

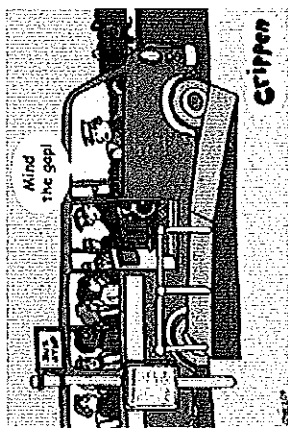
Approved By

Municipal Clerk

Warden Mosher

“We Need It Yesterday: Bringing Accessible, Affordable and Attainable Transportation to Guysborough County – A Feasibility Study and Business Plan”

...Guysborough resident“



The Team

Dale Bogle

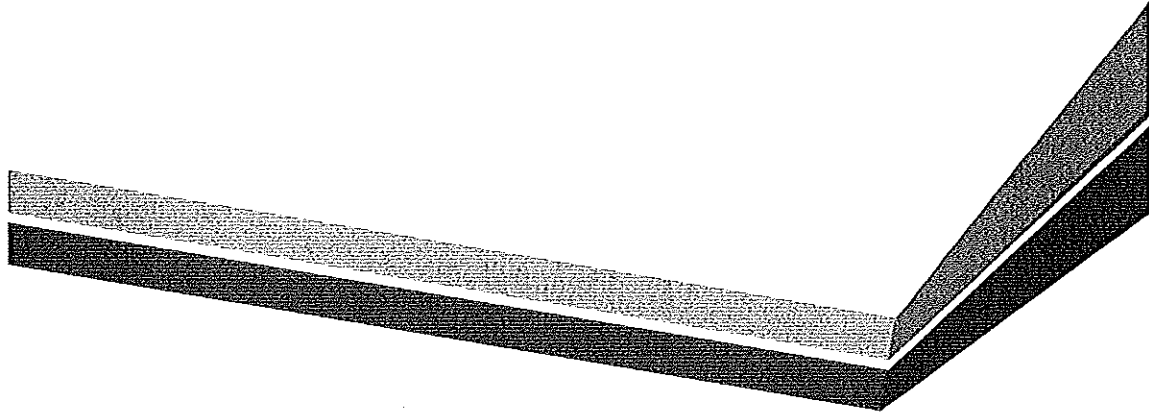
- CTNS Board Member
- RTA Board Member
- ACTS Project Manager
- Retired RCMP Inspector

Debbie Clark

- Social Media Guru
- Technical Staff
- School Board Librarian

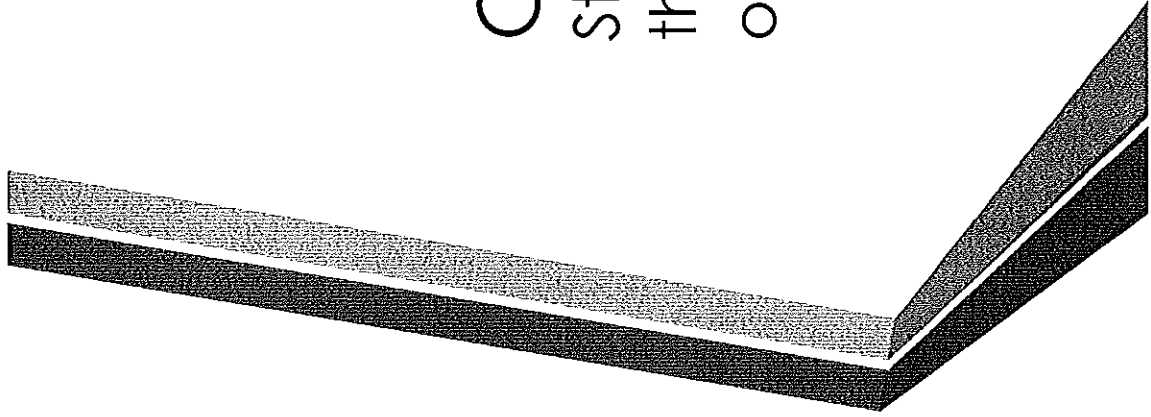
Leslie Carlyle-Ebert

- Communications Staff CTNS
- Feasibility Study Project Manger
- Retired Geoscience Technologist



Option 1

Status Quo or Do Nothing - the voices from the community are telling us this is not an option.

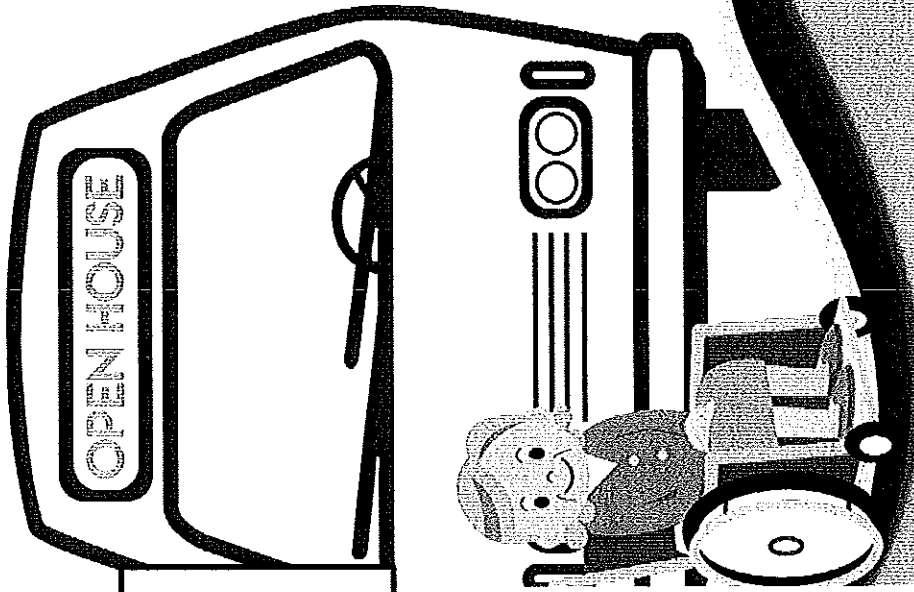


We want to hear your THOUGHTS!

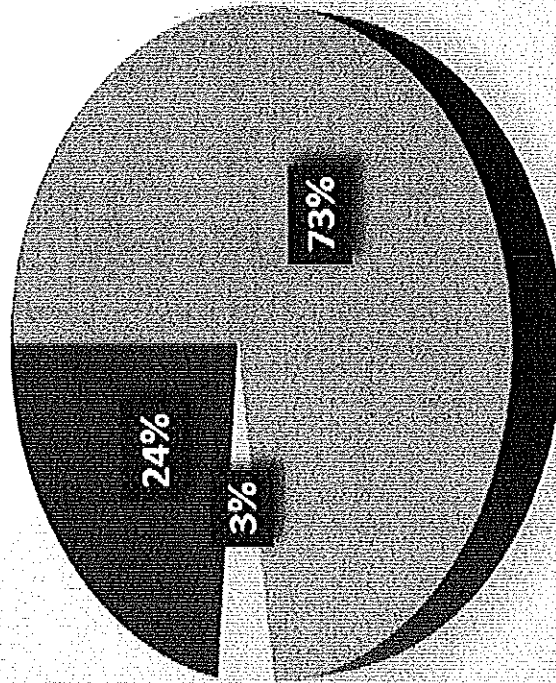
Total Surveys Received: 63
Total Senior Surveys: 43
Total General Surveys: 20

Interested in how to bring accessible transportation to your community?
We have some ideas we want to share with you at our Open House, and we need your feedback!

Be sure to check out our Facebook page
Community Transit
Guysborough County & the District of St. Mary's
for our "Name the Bus" contest!



If public transit were provided would you use it?



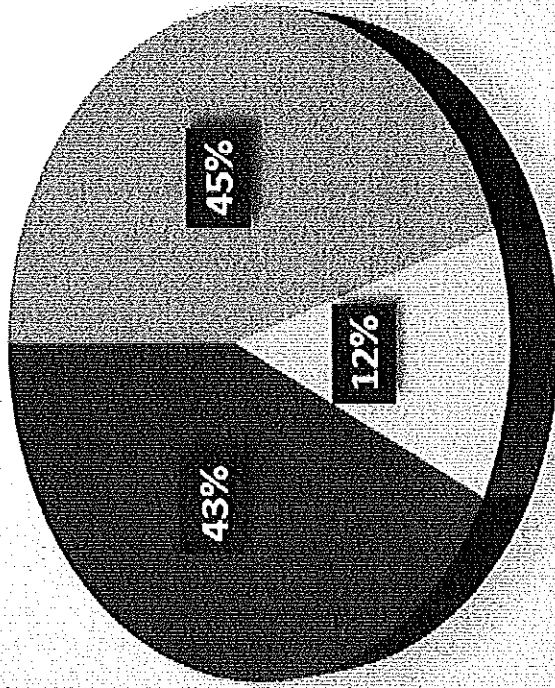
If public transit were provided would you use it?

yes

no

maybe

If transit were provided would you pay a membership fee



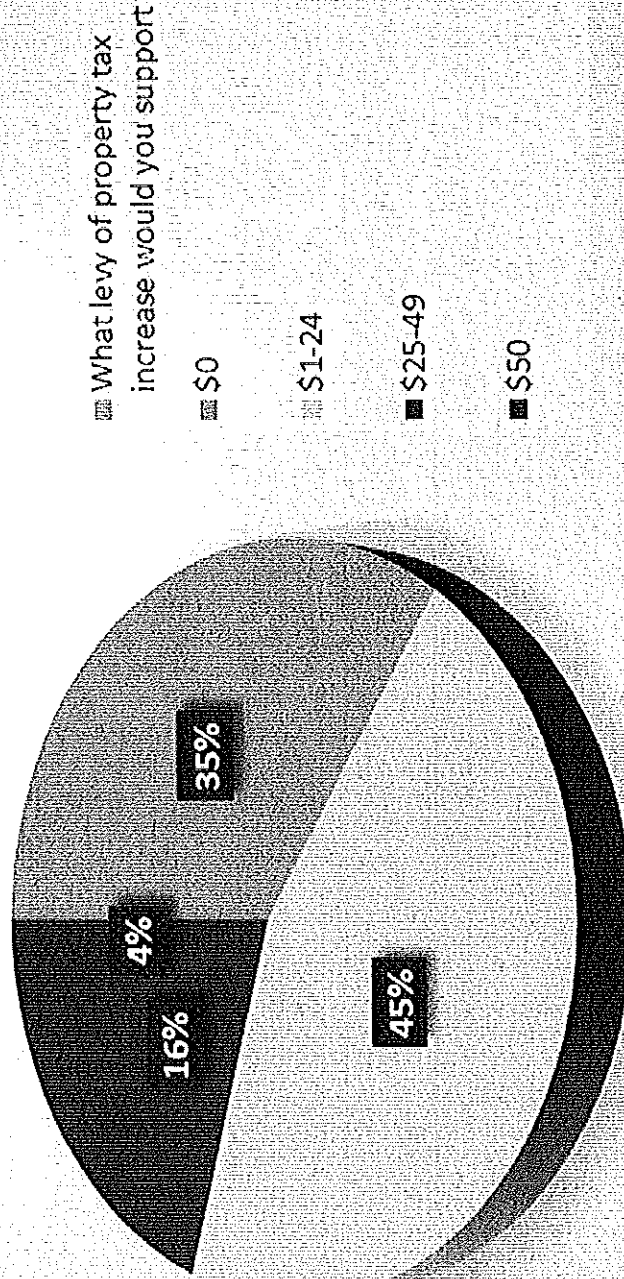
■ if transit were provided
would you pay a membership
fee

■ yes

■ no

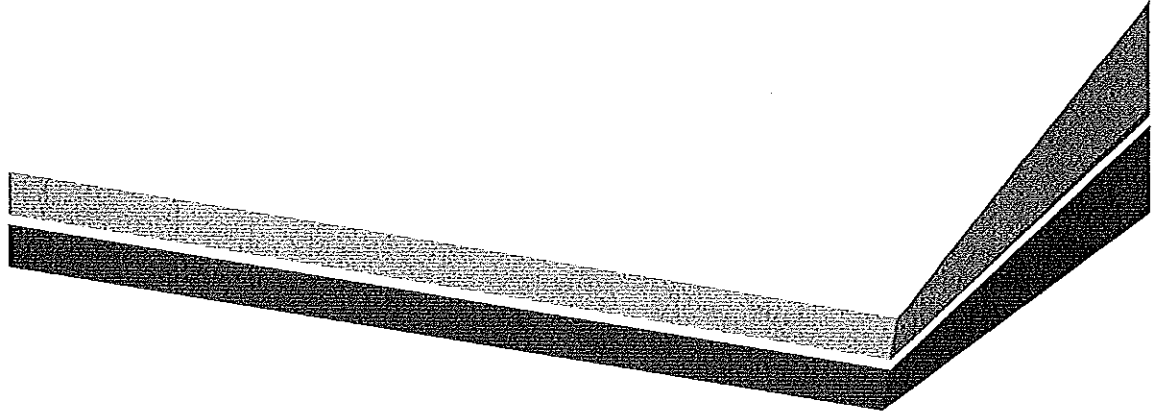
■ maybe

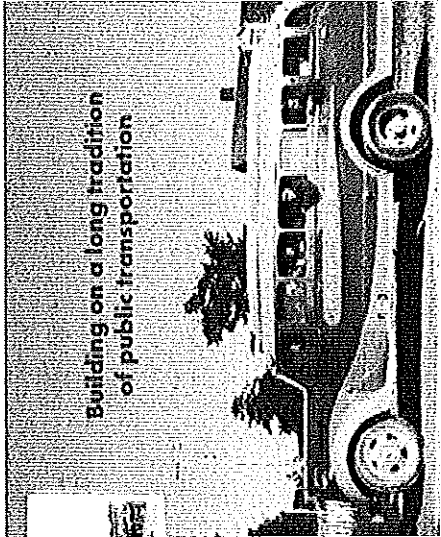
What levy of property tax increase would you support



Option 2

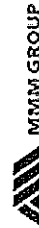
Stand Alone Option - there is insufficient population to justify a fulltime manager, cost of office space and dispatch.





Municipality of the
District of St. Mary's
Public Transit Study
REPORT

FEBRUARY 2014



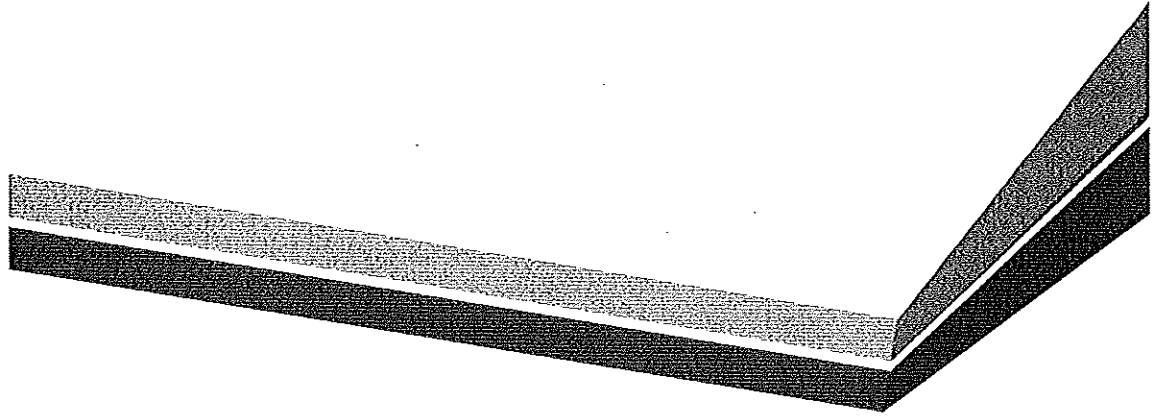
TATA Transit
Feasibility Study

Neighbours Helping Neighbours Society
March, 2015

MMM GROUP, U.S.A.
Management Consultant
One Gateway Center
Phoenix, AZ 85004

Option 3

ACTS - everything based out of Antigonish - there is too much empty driving, terribly inefficient, cost of deadheading passed on to clientele.



Current Fares to Antigonish

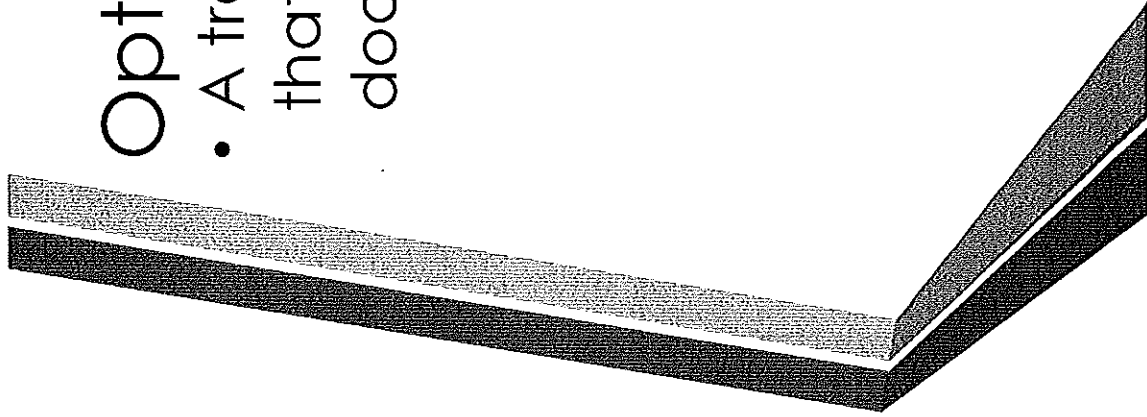
Destination	Distance from Antigonish km	Deadhead Pricing \$1.15 per km per person
Sherbrooke	62	\$71.00
Guysborough	63	\$72.00
Lincolnville	34	\$39.00
Issacs' Harbour	71	\$82.00
Mulgrave	57.3	\$66.00
Canso	116	\$133.00

Proposed Fares to Antigonish with Vehicle in Situ

Destination	Distance from Antigonish km	Vehicle in situ		Vehicle in situ		Vehicle in situ		
		\$0.75 per person	per person	\$1.25 per km 2	people	\$1.75 per km 3	people	\$1.90 per km 6 people
Sherbrooke	62	\$46.50		\$38.75		\$36.16		\$20.00
Lincolnville	34	\$25.50		\$21.25		\$20.00		\$10.75
Issacs's Harbour	71	\$53.25		\$45.00		\$41.00		\$22.00
Guysborough	63	\$54.33		\$39.37		\$36.75		\$20.00
Mulgrave	57.3	\$43.00		\$36.00		\$33.00		\$18.00
Canso	116	\$87.00		\$72.50		\$68.00		\$38.00

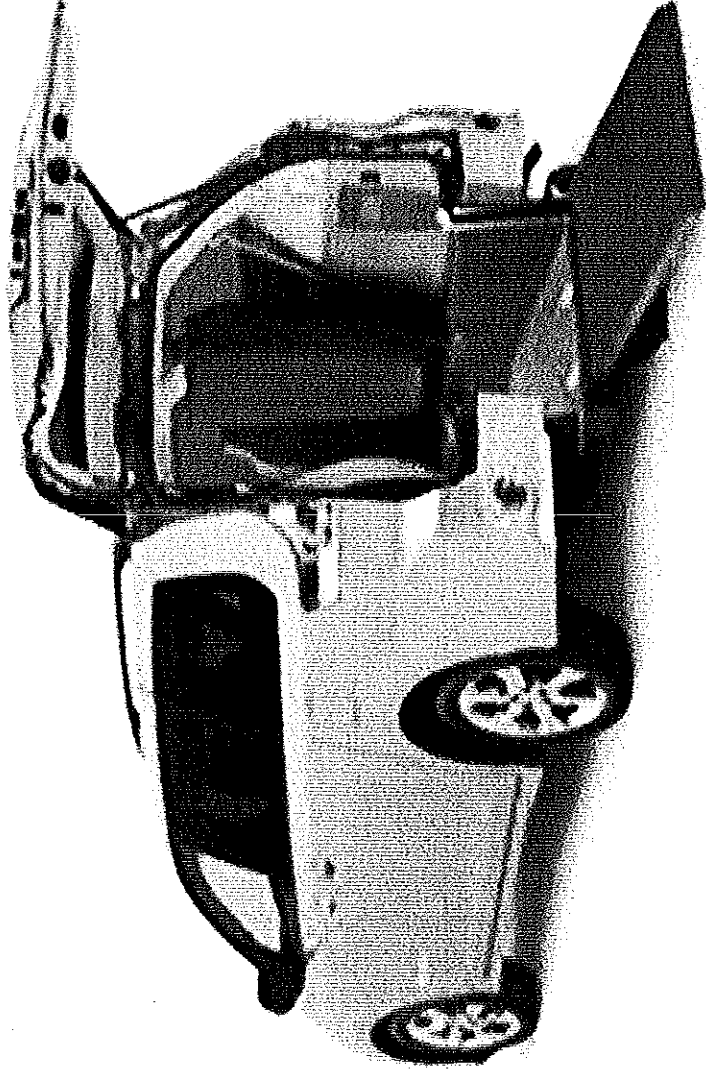
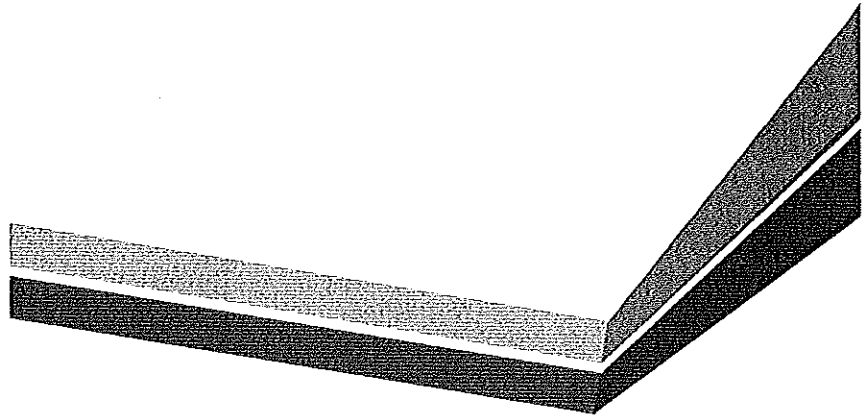
Option 4

- A transit system with a local identity and name that provides a fixed/flexed and or a door-to-door service.

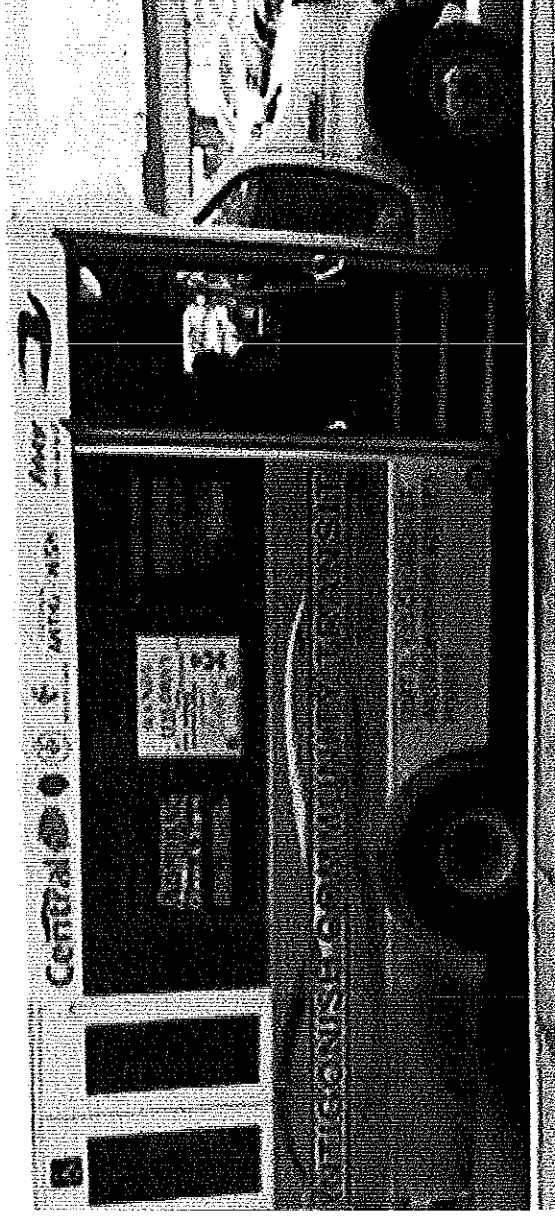




- Accessible transit throughout entire area yet limited to Canso area (only in support of Al Son's).

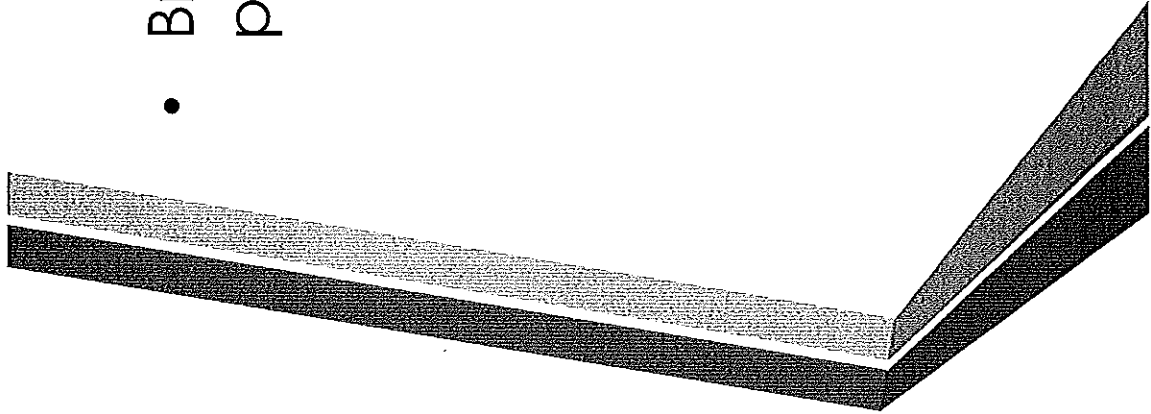
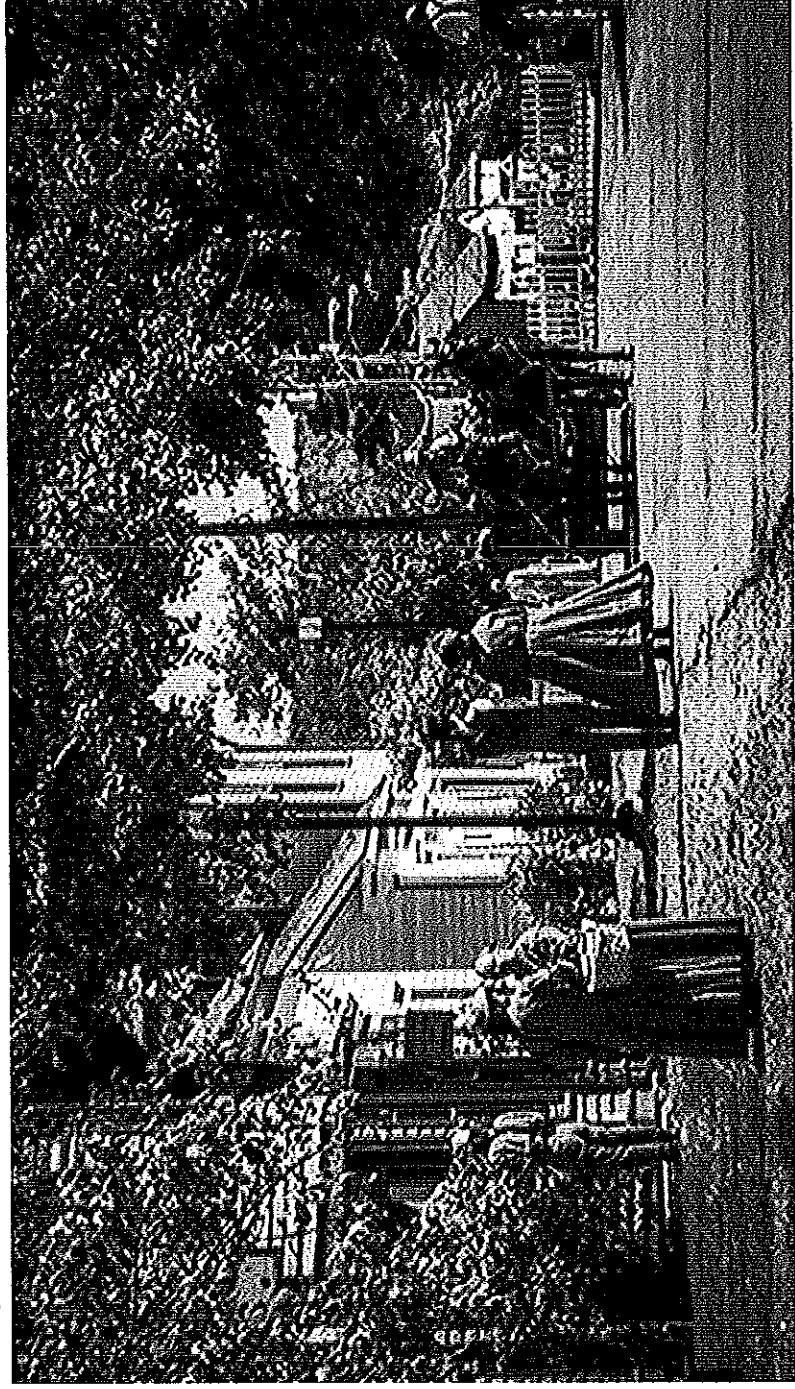


- Transportation gaps are a barrier to rural independence and shrinking communities. Allows for needs-based and convenience-based services.

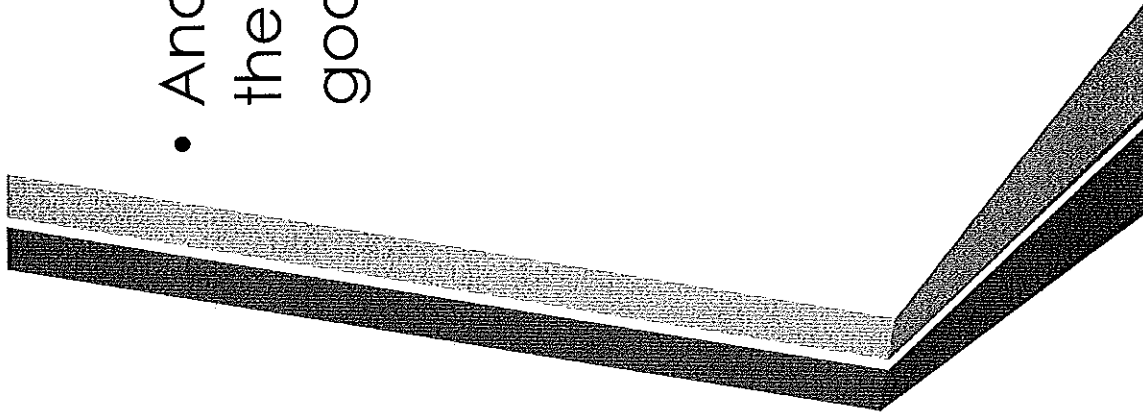


Offering grocery and prescription home delivery.

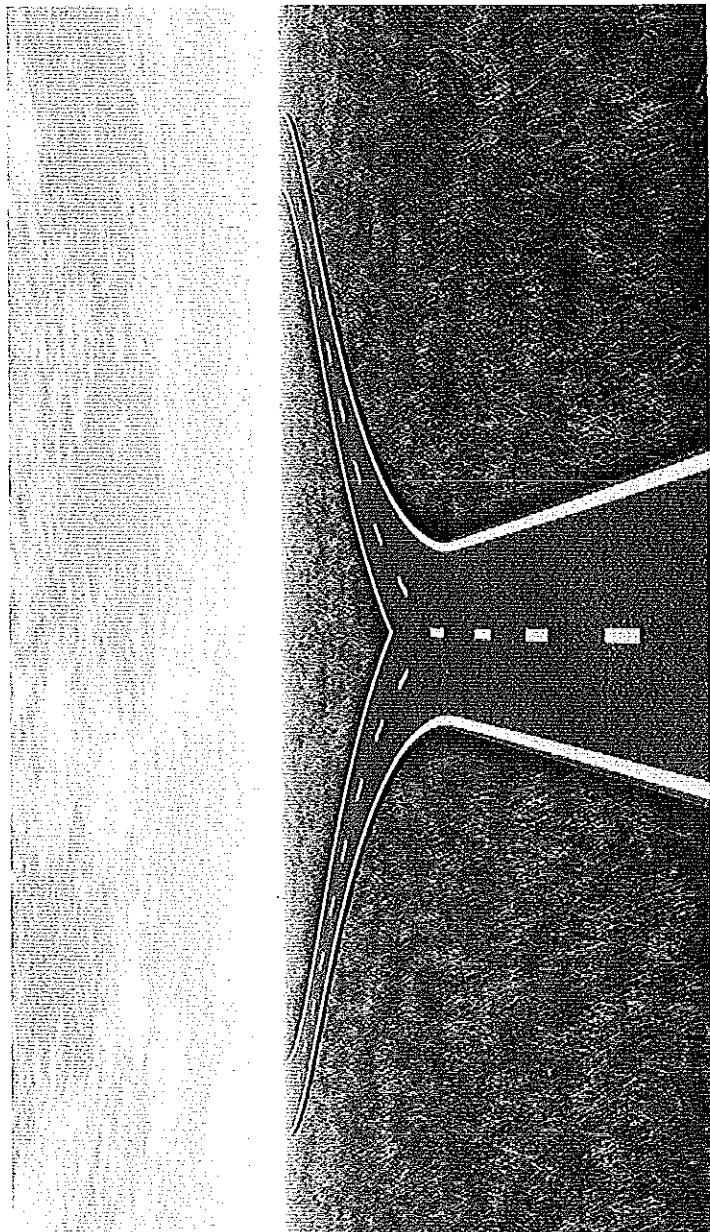
- Bringing tourists and visitors to the area, shuttling people to Sherbrooke Village.



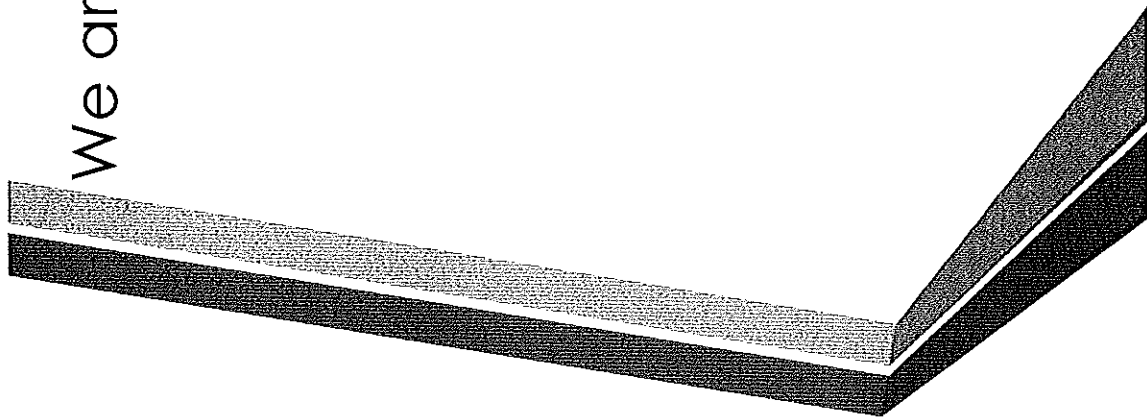
- And a hybrid funding model which is good for the community, good for the business and good for people.



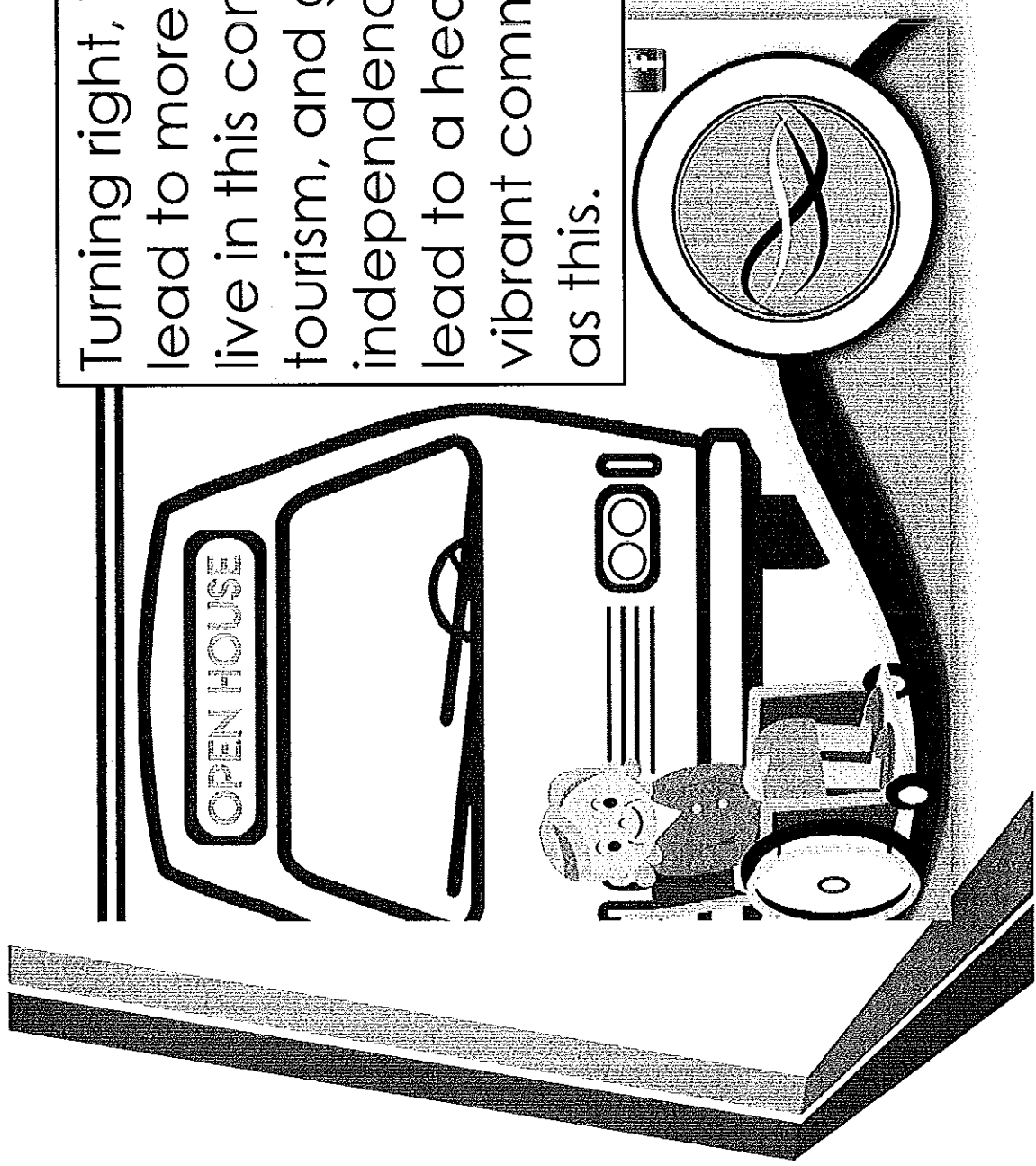
We are at a crossroad.



Turning left, we will continue down the same road.

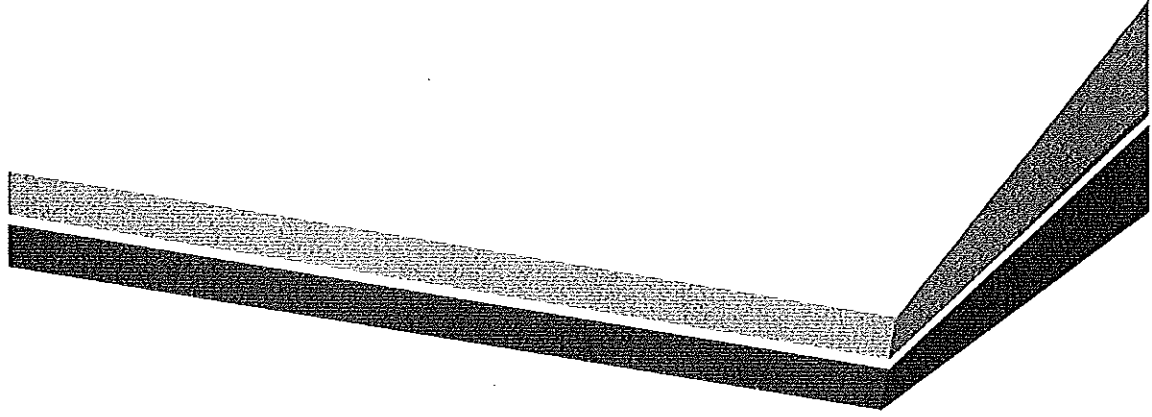


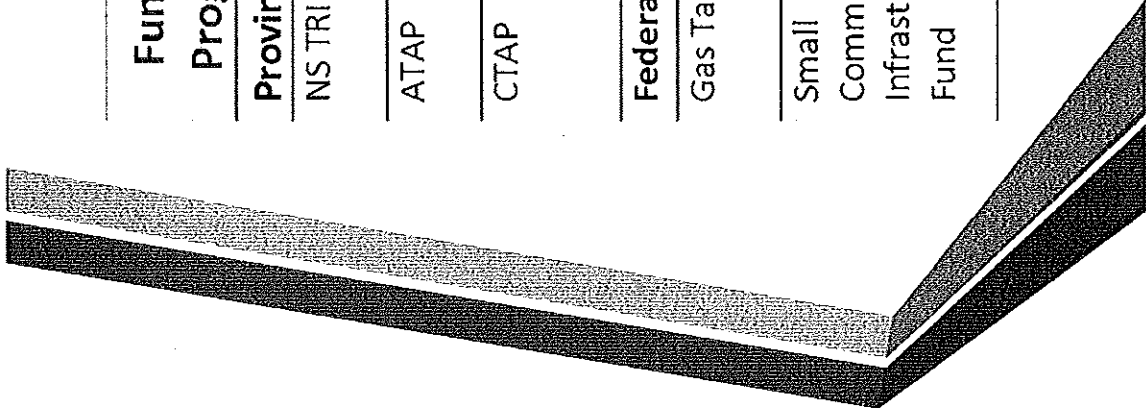
Turning right, is a new road that will lead to more seniors continuing to live in this community, more tourism, and greater rural independence. This road will also lead to a healthier and more vibrant community...it is as simple as this.



Questions and Comments

"I not only rely upon the transit, I enjoy it" -
Barb Aldrich, South Side Harbour

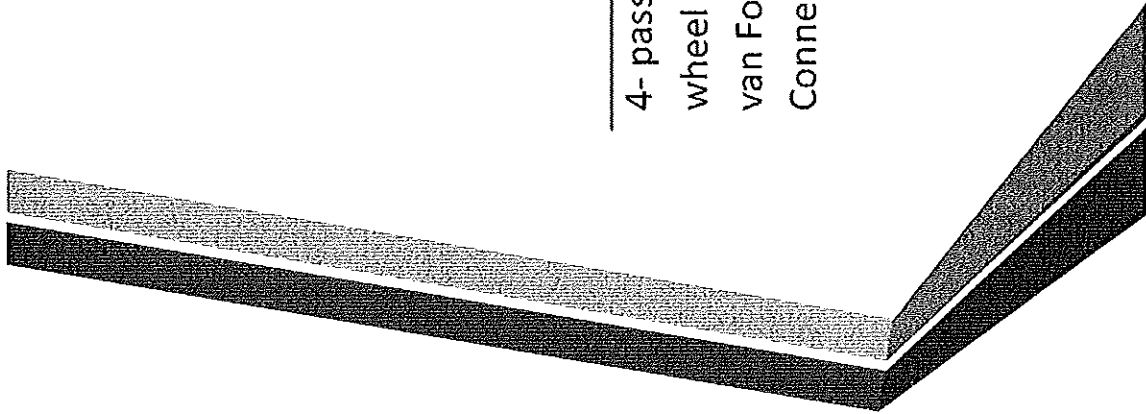




Funding Program	Operating	Capital	Guysborough	St. Mary's	Funding Available
Provincial					
NS TRIP	●	●			Pre-Pilot and Pilot Funding \$25 - \$50K
ATAP					Capital Vehicle Purchase 75% max \$50K
CTAP	●		\$41.3k	\$33.8K	Provides funding based depending on population and service level
Federal					
Gas Tax Fund	●				Guysborough \$358,747, St. Mary's \$140,307
Small Communities Infrastructure Fund		●			Provides funding based on project

Vehicle Costs and Potential Source of Funding

	Cost including HST	ATAP Grant (75%)	ATAP	Remaining Portion
4- passenger + one- wheel chair Accessible van Ford Transit Connect	52,741.88	Up to \$50,000	39,556.41	13,185.47



St Mary's Summary of Operating Subsidies, Revenues and Expenses Years

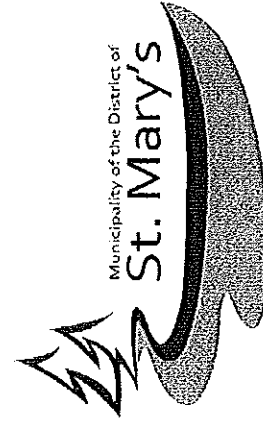
1 to 3

	Vehicle Admin		Total	NS-TRIP	CTAP*	Fares,		Profit
	Exp	Exp				Other	Total	
	Operating Expenses			0.75 (Max \$50,000 yr1 \$25,000 yr2)		Revenue**		
	Total					Receipts	Receipts	
Yr 1	13,185	7,019	27,241	-50,000	0	27,652	77,652	-9,349
Yr 2		7,019	27,241	-25,000	33,800	21,402	80,202	45,942
Yr 3		7,019	27,241	0	33,800	21,402	55,202	20,942

*Note: 10% of the CTAP subsidy is held back and paid in the following year

**Note: includes fare revenue and 25% contribute to NS TRIP funding

Bill 10 to Amend Chapter 18 of the MGA



Committee of the Whole
January 3, 2018

Summary of Changes

- ▶ “reportable individuals” - Warden, Councilors and CAO
- ▶ Municipality must adopt both expense policy and hospitality policy.
- ▶ After each regular municipal election, by Jan 31 following year, council must review expense and hospitality policies and either re-adopt or amend one or both policies and adopt the policies as amended.
- ▶ Municipality must have an Audit Committee with a minimum of one person who is not a member of council or an employee of the municipality.
- ▶ Audit Committee must meet at least twice a year.
- ▶ Municipality must prepare expense report for each reportable individual within 90 days of the end of each fiscal quarter. To be posted on website.
- ▶ Municipality must prepare hospitality expense report within 90 days of the end of each fiscal quarter.
- ▶ Municipality shall prepare an annual summary report that is to be filed with the Minister by September 30th of each year.

Next Steps / Time Lines

- ▶ The Amendment was approved by Legislature as of October 26, 2017
- ▶ Not yet proclaimed, but likely will be early in the new year
- ▶ Will likely provide lead in time for compliance for municipalities
- ▶ Need to revise/rewrite the expense policy and draft new hospitality policy.
- ▶ Terms of Reference needed for the Audit Committee.
- ▶ Suggest we set April 1, 2018 as a target date for District of Saint Mary's to meet the requirements.