



Municipality of the District of St. Mary's

Regular Council Meeting

Monday June 10th, 2019

Meeting, Date & Time:

The regular meeting of the St. Mary's Municipal Council was called to order on Monday, June 10th, 2019 at 7:00pm in the Council Chambers Sherbrooke, N.S

Attending:

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

Also Attending:

Marvin MacDonald, CAO
Marian Fraser, Director of Finance
Marissa Jordan, Municipal Clerk/Special Projects Coordinator

Approval of Agenda:

On motion of Councillor Malloy and seconded by Councillor Findlay, Council approved the agenda with the following additions:

- 9 a. In-camera session.
- 8 d. GALA- Councillor Smith

Motion carried.

Approval of Minutes:

On motion of Councillor Smith and seconded by Councillor Baker, Council approved the minutes of the Regular Council Meeting held May 13th, 2019.

Motion carried.

Business Arising from the Minutes:

- Council asking what the status was on the land sales
- Last one is complete as per Director of Finance.

New Business:

- No new business.

Recommendations from Committee Of The Whole:

Policy- Presentations to Council:

On motion of Councillor Smith and seconded by Councillor Baker, Council to adopt the Presentations to Council Policy as presented.

Motion carried.

Policy- Code of Conduct:

On motion of Councillor Findlay and seconded by Councillor Baker, Council to adopt the Code of Conduct Policy as presented.

Motion Carried. (1 Nay Councillor Smith)

Policy- Social Media:

On motion of Councillor Kirk and seconded by Councillor Smith, Council to adopt the Code of Conduct Policy as presented.

Motion Carried. (1 Nay Councillor Smith)

Correspondence:

Saint Mary's River Association:

- Thank you letter sent for the municipality's contribution.

Outside Committee Reports:

Eastern Solid Waste-

- Councillor Malloy attended May 23, 2019.

Guysborough County Tourism-

- Councillor Malloy attended May 13, 2019.

Forest Advisory Committee-

- Councillor Kaiser-Kirk attended May 28, 2019.

GALA-

- Councillor Smith attended April 30, 2019.

CAO Report:

Physical Activity Practitioners Exchange Conference

- Active Living Coordinator attended May 2nd & 3rd
- Council asking who the group consisted of.
- CAO stated it is a group of active living coordinators within the province that get together to exchange practices and information.

FCM Conference:

- Attended by CAO, Councillor Malloy and Councillor Findlay in Quebec City at first of June.
- CAO attended most of the rural workshops which were politically driven.

Community Garden:

- Council asking question if the Community Garden was municipal or always community driven.
- CAO stated it was always a joint effort between recreation and the garden club.

Grace Chum:

- Council asking if there are any updates
- Things are on hold with relations, so no activity to report as per CAO

Deputy Warden Dort left meeting via teleconference at 7:18pm.

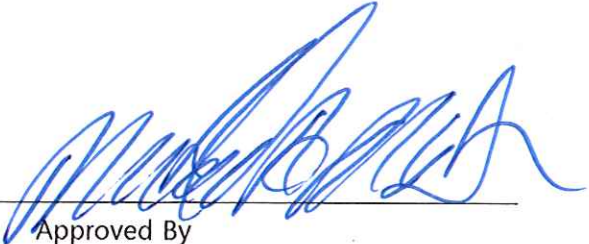
On motion of Councillor Malloy and seconded by Councillor Findlay, council moved in-camera for personnel matters at 7:18pm.

On motion of Councillor Findlay and seconded by Councillor Smith, council moved out of camera at 7:36pm.

Adjournment

On motion of Councillor Baker there being no further matters of business, council adjourned at 7:36pm.


Recorded By
Municipal Clerk/Special Projects Coordinator


Approved By
Warden Mosher



Report to Council

Member of Council: Beulah Malloy

Board/Agency/Organization: Eastern Region Solid waste

Date Attended: May23/19

Location: Guys. Waste Facility

Agenda Items Discussed:

Key Highlights:

No further updates on EPR. (Extended Producer Responsibility)

3 Applications have been received to date on litter funding

Mattress study was funded by the NS Environment . They looked at the cost of disposing versus the cost of recycling mattress. Future information to follow.

Compliance officer Kevin O'Handley reported 3 illegal dumpsites.

Port Bickerton Cleaning up by owner.

Spanish Ship Bay is cleaned up.

Melrose Intersection (Exit to Nine mile woods) Cleaned up by Kevin as there were no names in the garbage.



Report to Council

Member of Council: Beulah Malloy

Board/Agency/Organization: Guysborough County Tourism

Date Attended: May 13/19

Location: Canso Legion

Agenda Items Discussed:

Key Highlights:

This was the last of the workshops that were held throughout the county. This session was to pull the final thoughts together on the objectives and action plan to achieve the strategic goals.

The strategies are as follows:

- 1 Promote a collective identity.
- 2 Create a Regional Tourism clearinghouse.
- 3 Execute a powerful strategy that maximizes partner contributions.
- 4 Deliver training to all tourism ambassadors.
- 5 Have a rich suite of natural, coastal, marine and cultural experiences.
- 6 Ensure visitors experience is smooth, scenic, and serviced drives.
- 7 Create a Tourism/Board.

Ideas generated from the workshops will be pulled into a strategic planning document which will be shared with people through out the summer.



Report to Council

Member of Council: Peggy Kaiser-Kirk

Board/Agency/Organization: Forest Advisory Committee – Port Hawkesbury Paper.

Date Attended: May 28/19

Location: Port Tupper Mill Site

Agenda Items Discussed:

- Welcome & Introductions for new members; Approval of Agenda; Review of last meeting minutes.
- New Development Manager introduced via conference call. Mr. Allan Eddy – has been with PHP for 8 months.
- Review of 2018 Sustainable Forestry Audit summaries. Very positive.
- Crown License Utilization – Just over 522,000 hectares under PHP Crown Forest Utilization License agreement. Annual average harvest is 1% of licensed land per year.
- PHP plays a large role in wind power in Nova Scotia. NS Power uses PHP as a back stop. PHP buys energy in blocks from NS Power. Not dependent on the bio mass.
- PHP is looking at identifying what assets are on their sites and how they can use them in other business sectors.
- Discussion on the moose population – ticks and brain worm are an issue. Moose and white-tail deer were introduced to this province – not native to.

Key Highlights:



○ Report to Council

Member of Council: Kaytland Smith

Board/Agency/Organization: GALA

Date Attended: April 30th 2019

Location: Guysborough, NS

Agenda Items Discussed:

- Enrolment: Canso 9, Sherbrooke 12, Guysborough 12
- NSSAL visit planned for GALA on May 3rd, as a part of the Learning Plan review
- Early Years Network video project work has wrapped up and the completed videos are available online on various community service provider's pages
- Boogie Boards have been received and ongoing training is being completed
- Received \$1000 Wellness Fund Grant to do Journaling Using Technology
- Reviewed and approved financial report
- Policy committee to continue work on a Return to work policy
- Amended Credit Card Policy
- Website — planning in-house PSA's on why adult learning is important
- Natalie is working on creating GALA Goals and GALA Guidelines, each will include an employee and learner package
- Next meeting date: May 21st 2019

GALA-Guysborough Adult Learning Association

NSSLA-Nova Scotia Adult Learning Association



MUNICIPALITY OF THE DISTRICT OF ST. MARY'S

P.O. BOX 296, SHERBROOKE, NOVA SCOTIA, B0J 3C0

CAO Report – June 10, 2019

CAO:

- CoTW meeting on May 15th.
- Posted tender ad for the Sonora / St. Mary's River dry hydrant. Bids close June 17, 2019
- Meeting with PVSC to discuss assessment issues.
- Telephone meetings with John Jozsa regarding the Economic Impact study on proposed Cochrane Hill Mine
- Met with Courtney McCarthy, WSP consultants for Atlantic Gold on traffic study
- Telephone meeting with Grace Chum regarding the Chinese development proposal
- Discussions with NSBI regarding article for their Annual Report
- Telephone conversation with Sean Kirby regarding the mining industry in Nova Scotia
- Attended Atlantic Gold public meeting/presentation on mine tailing management
- Attended St. Mary's River Association AGM and presentation on historical mine tailings study
- Attended FCM annual conference in Quebec City

Community Development & Recreation Department Report:

1. Photo contest launched – collection period took place during the month of May. 29 photos submitted. Voting takes place in June. Prize packs will be awarded to winners.
2. Had meeting with Katie MacIsaac from SHOPS to discuss grant/funding options and partnership opportunities.
3. Food Handlers Course – course was held on May 7th at the Goshen Community Centre. Full class of 19 individuals. Second course set for June 15th has been cancelled due to a lack of registration. Full course will be rescheduled in Fall.
4. Attended Highland Region Recreation Coordinators Association Meeting – Held on May 9th in Antigonish. I am now Chair of the organization for the next year. Group is working on continuing projects such as: Summer Leadership Camp, Summer Supervisor Session, Highland Connect, Training opportunities (Highfive, Highfive for Aging Adults, etc.), Gary Boone Leadership Fund.
5. Hosted 55+ Games Committee meeting – Held at Municipal office on May 14th. Planning is well underway for event on August 21st-22nd at the Liscombe Lodge. Once registration forms are available, will provide copies for councillors to distribute within their ridings.

6. Pickle Ball takes place at the Recplex on Monday's and is maintaining steady numbers
7. Planning for Canada Day continuing. We have received sponsorships from: KIA/Mitsubishi Antigonish, Nova Construction.
8. Active Transportation – this committee continues to be on hold while we await for the Streetscapes Plan. Connect2 Funding will be available this summer and group will meet to develop next steps in June.
9. New Horizons for Seniors grant opened up in May. I will be assisting with grant applications for organizations that request. This will be done in a workshop style, with organization representatives coming to the office
10. Assisted with the development of a grant for maintenance work along the ATV trail (multiuse) in Goshen.
11. Assisted with the development of grants to help progress the Port Bickerton Community Space project.
12. Upcoming projects & Programs: House League Hockey Planning Meeting, Free Tennis Clinics, Family Fishing Derby.

Active Living Coordinator, Ashley MacLennan:

1. Attended PAPE conference May 2nd and 3rd (Physical Activity Practitioners Exchange)
2. Remaining Programs
 - a. Programming for Trailblazers (Only two trailblazers left)
 - b. Programming for Trailblazers for Kids (Now complete for the school year!)
 - c. Programming for Happy Feet (Goes until June 13th)
3. Attended a couple Kids First sessions with the pre-primary Class at SRCE on Tuesdays with Paula from Kids First
4. Programming for C25K (Officially completed, however participants want to continue!)
 - a. Organized and ordered St. Mary's Municipality C25K shirts
 - b. Organized Johnny Miles Race Registration for the group
 - c. Obtained sponsorship pledge for fitbit to be drawn amongst the C25K participants
5. Completed the MPAL Annual Report for 2018-19 Due May 31st. Ongoing work on the MPAL Community Operations Planning Template
6. Working on the Active Communities Fund application (Replaces the Facility Access and After The Bell Grant)
7. Kerri and I did an annual review of Summer Programming and picked dates and locations of summer day camps, how many staff will be needed and gathered info on community special events along with our own special events – Resulted in a gorgeous new bi-fold brochure that Kerri designed that is going out with the newsletter.
8. Posted Summer staff positions and reviewed applications. Applicants have been called and interviews are set for Thursday May 30th and Friday May 31st.
9. Community Garden Project Update – No traction with community members, I haven't received any responses to requests for volunteers or inquires of interest. Project is officially on the back burner until someone reaches out to me.

Economic Development & Planning:

May 2019

- Guysborough County Tourism Strategy Committee Workshop #6 held May 13 in Caso
 - Finalized goal statements and objectives
- Drafting report on all tourism projects/committees currently in process for our area (WITAP, Guysborough County, other DEANS projects, RICHES, Beautification and Streetscaping)
 - How are they all working together/overlap
 - What is our plan for engaging the public while not over-burdening them with meetings and workshops on the “same” issues
 - This item is currently being included in the presentation portion of the Streetscape Plan public engagement. It is important that the public be aware of the various initiatives that are happening in and around the Municipality and understand how they are linked and work together. We will lose public interest if the initiatives seem to be working in silos with little integration.
- Local Business Directory
 - Need to find a way to ensure the businesses that are operating within St. Mary's are accounted for and we have a way of engaging them/contacting them. This could look like full district mail-out; a winter event; an open call through media and social media; a review of business licensing and property assessments. Again – still proving difficult to get up to date information.
- Receiving some inquiries on development opportunities
 - Need to look into putting together some sort of Development/Business Opportunities Package template (zoning, permits, surrounding uses, services available, funding/grant opportunities, tax information, assessment information, past uses, etc)

June 2019

- Saltscapes – Recommendation report for 2020
 - Kerri and Kelly to do this.
- Streetscape Plan
 - Draft concept received May 31
 - Meeting of steering committee held June 7, 2019
 - Further direction to be given to Upland with respect to aesthetic recommendations for street furniture and design elements
 - Consider deadline extension to ensure a Plan with strong direction and public support
 - Need to meet with Sobeyes, Post Office building owner, RBC, Irving, Buds, Highland, and Shoppers (to discuss draft Streetscape Plan and Façade Improvement Pilot Project)
- Beautification project selection – to come out of Streetscape Draft Concept Plan
- Façade Improvement Program draft outline
 - Provided to Steering Committee June 7 – making small amendments and taking to COW June 12
- Prepare for a COW/Council presentations June/July 2019 regarding:
 - Application process & Public Engagement (Rezoning, Plan amendment, etc)
 - Municipal Planning Strategy proposed outline (both product and process)
 - Tourism efforts (WITAP, Guysborough County Tourism Strategy, RICHES, TIANS, etc)

- Need to draft process charts for council approval (what does a rezoning process/MPS amendment look like)
 - This is important to have in place well in advance of Atlantic Gold planning applications so we are not figuring out or tailoring a process to meet their needs but rather adopting a consistent process that meets the needs of the municipality and services the public interest
 - This is especially important given public perception at this time. Transparency into the processes of development stages and when the public is engaged is vital to a transparent process
- The need for a public meeting will soon be upon us for the Planning Document rewrite. It may be prudent to have a pre-public meeting to discuss the need for new planning documents, the need for public participation, how planning works in the province and the country. Legislative requirements vs municipal policy.

Finance:

- Met with representatives from the Royal Bank on May 8th
- Completed municipal audit with MGM & Associates – May 13-15th
- May 16th, met with representatives from Property Valuation Services Corporation
- May 21-27th Tax Billing preparations; updating assessment role, title changes, mortgage accounts, tax rates, area rates and PVSC appeals
- May 28th, Ran 2019-2020 Municipal Tax Bills, May 29-31st, prepared tax bills for distribution
- May 28th, Met with Legal to discuss tax sale title searches and property issues
- 2019-2020 Tax Sale proceedings will begin after June 30th, with the next tax sale anticipated for January – February 2020
- 2019-2020 Provincial Tax Rebate for Senior, the 2019 program opens July 1st, 2019. The program provides eligible homeowners with a 50% rebate of the actual residential municipal property taxes paid the previous year, up to a max of \$800. Applicant must be receiving either the GIS or the allowance in January 2018.
- 2019-2020 Municipal Low Income forms were distributed in the June Municipal Newsletter

Public Works:

- Transfer Station stumpage tender posted to clear land for expansion of the C&D site. Tender closes June 12, 2019
- Started a new C&D pile to prepare for closing out the existing pile.
- Still experiencing pumps clogging at pumping stations on the sewerage collection system. Working to identify the source of the problems.
- Applied for a renewal of the Operating Permit for Water Treatment Plant.

Municipal Clerk & Special Projects:

- Started position on May 6, 2019
- Completed a Webinar for PVSC training- May 21, 2019
- Attended AMANS Records Management Course- May 16, 2019
- Began training for and assisted with the following office duties:
 - Council and COTW agenda and minutes
 - Municipal newsletter
 - Updating website
 - Processing tax bills
 - Running Water Utility Billing
 - Day to day office duties