



## **NOTICE**

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

**DATE:** Wednesday, March 2<sup>nd</sup>, 2022

**TIME:** 4:00pm

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

**Please advise if unable to attend**



# Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting  
Wednesday, March 2<sup>nd</sup>, 2022,

*We acknowledge that we are gathering in Mi'kma'ki the traditional unceded territory of the Mi'kmaq people.*

## 1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, March 2<sup>nd</sup>, 2022, at 4:00 pm in the Council Chambers, Sherbrooke, N.S.

## 2. Attending:

Warden Wier	Councillor Malloy
Deputy Warden Fuller	Councillor Mailman
Councillor Baker	Councillor Zinck
Councillor Harpell	

## Also Attending:

Marissa Jordan, CAO  
Mallory Fraser, Municipal Clerk  
Marian Fraser, Director of Finance

## 3. Additions to the Agenda:

- 8b. Order of Nova Scotia.
- 9h. Lease Agreement with Port Bickerton Lighthouse Association.
- Item 9h In-Camera became 9i.

## 4. Approval of the Agenda:

*On motion of Deputy Warden Fuller and seconded by Councillor Baker, Council approved the agenda with the additions.*

***Motion approved.***

## 5. Approval of Minutes:

*On motion of Councillor Harpell and seconded by Councillor Malloy, Council approved the minutes of the COTW Meeting held Wednesday, February 16<sup>th</sup>, 2022.*

***Motion approved.***

## 6. Business Arising from the Minutes:

- CAO Marissa Jordan provided an update to Council on the Municipal Planning Strategy and Land Use By-Law.
- CAO went back to Upland consultants regarding the public park land dedication. Council previously discussed that Council had indicated that they would like to do this by having the developer install the infrastructure for a park but not take on the land as an asset. However, because the developer is giving land, cash, or in-kind improvements valued like cash **TO** the Municipality for public parks and recreation purposes, the Municipality would be responsible for the installed infrastructure and the upkeep/liability.
- Staff has recommended is to do the designation by way of cash, specifically earmarked for new or existing parkland by was on in-kind improvements of equal value and subject to approval of Council.

- Council agreed to do the designation by way of cash, specifically earmarked for new or existing parkland by way of in-kind improvements of equal value and subject to approval of Council.

## **7. Presentations**

### a. Guysborough County Housing Network – Nancy O’Regan

- The GCHN is working to prepare a tenant study in partnership with University of Cape Breton. The survey will be shared on Facebook.
- The preliminary results from Guysborough County from Statistics Canada data demonstrate that seniors and single parent led families need affordable housing.
- The GCHN is holding public consultations at the end of this month. The first will be held in Canso.
- Nancy invited Council to co-host a consultation with the Guysborough County Housing Network in St. Mary’s.
- Council agreed to co-host a consultation with the Guysborough County Housing Network.
- CAO, Marissa Jordan will be the main contact for the project.
- The consultation will include small group discussion and presentation of work to date.

## **8. Correspondence**

### a. Thank-You – St. Martha’s Regional Hospital Foundation

- A thank you letter was received from St. Martha’s Regional Hospital Foundation for the Municipalities contribution of \$5,000.00.

### b. Order of Nova Scotia

- A letter was received from the Order of Nova Scotia seeking nominations to the Order of Nova Scotia, the deadline to submit nominations is March 18<sup>th</sup>.

## **9. Other Matters of Business:**

### a. Municipal Recreation Programming & Covid Regulations Update

- At the COTW Meeting on January 19<sup>th</sup>, 2022, Council agreed to re-start recreation programs following provincial regulations and continue to review the situation at future COTW Meetings.
- The CAO, Marissa Jordan provided an update to restrictions.
- As of February 28<sup>th</sup>, Proof of Vaccination is no longer required to participate in discretionary and non-essential events. Recreation Programs will no longer require proof of vaccination to participate.
- On March 7, phase two will begin. Meeting and training capacity will increase from % to 75%. Sports remain at a maximum of 60 people indoor and outdoors. Mask requirements and social distancing are still in place.
- On March 21<sup>st</sup> there will be no gathering limits, social distancing, or masks.
- This phased approach is based on ongoing epidemiology and hospitalizations.

### b. Emergency Measures Training Opportunities

- Potential dates for Emergency Measures Training were presented to council.
- Council agreed to complete the Emergency Measures Training with Dominic Fewer on April 21<sup>st</sup> from 4:00 – 9:00 pm.

### c. EV Boost Program

- Staff have been working on gathering information on EV chargers and what is required for the installation.
- Staff have found that there are two main features: how the charger is mounted (wall mount or pedestal) and network access.
- An un-networked charger has the electricity costed directly to the provider’s electrical bill.

- For a networked charger you must have access to Wi-Fi or mobile data. A networked charger provides the option of charging the consumption to the individual charging the vehicle.
- Staff are looking at two potential locations: 16 main street and Port Bickerton Lighthouse.
- The total cost for a wall mounted charger with no network cost is \$3780.00.
- The total cost for a wall mount charger with Wi-Fi would cost \$5330.00.
- The total cost for a pedestal charger with Wi-Fi would cost \$14720.00.
- The total cost for a pedestal charger with cellular would cost \$ 15160.00.
- The CAO asked for Councils' direction on which type of chargers they would like to see installed.
- Council discussed.
- Council agreed to put a wall mounted Wi-Fi charger at 16 Main St.
- Deputy Warden Fuller asked the CAO to seek clarification if WIFI is built into the pedestal or if it needs access to WIFI.
- Council directed staff to inquire with the Port Bickerton Lighthouse Association about a wall mounted charger with Wi-Fi.
- Warden Wier asked if the electric charging stations are built into the budget.
- Director of Finance, Marian Fraser advised that this item would be taken to budget deliberations under the capital section; the figures have preliminary been included.

#### d. Assessment Role Review

- Director of Finance, Marian Fraser reviewed the assessment role.
- The 2022 residential and resource cap assessment have increased by \$10,743,000 from the 2021 R&R assessments. It is important to note that the CAP rate as set by PVSC for 2022 is 5.4%.
- When comparing the 2022 assessments to the 2021/22 tax rates, the increase in assessment is equal to the potential tax revenue for the 2022/23 fiscal year of \$102,059.00.
- When comparing year over year for commercial assessments the Municipality has seen a \$100,600.00 increase in commercial assessment from 2021 to 2022, this translates to a potential additional \$2,274.00 if calculated using the 2021/22 tax rate.
- Overall assessment increases and potential increases in revenue total \$104,322.00 for the 2022/23 fiscal year.
- The assessment and potential tax revenue presented in this chart is prior to any assessment appeals made by property owners.
- This comparison and preliminary revenue figures will be taken into consideration during budget deliberations for the 2022/23 fiscal year.

#### e. Curbside Collection of Residential Solid Waste & Recyclables for 2022-2027

- CAO, Marissa Jordan gave an update to Council on curbside collection of residential solid waste & recyclables for 2022-2027. One proposal was submitted by Eastern Shore Cartage (ESC).
- Staff asked proposals to include the weekly cost of garbage pick up if Council decided to add additional weeks on either side of summer collection. In the first year it would cost an additional \$5047.89 plus HST per week. This would cost each dwelling unit approximately \$2.50 per additional week.
- Staff recommended to award the contract to ESC.
- Council asked if they could add additional weeks for pick up later. The CAO will inquire how much notice is required to add additional garbage pick ups.
- Marian Fraser advised that to have the charge on the tax bill it would have to be approved at the Municipal Annual General Meeting when rates are set; or if in the fall it appears that there is a potential surplus then you could add at that time, depending on the contract with ESC.

- Council directed staff to prepare a notice on that Council is looking for resident input regarding the garbage collection period and distribute to residents if it is determined that additional garbage collection can be added later.

*On recommendation of Councillor Baker and seconded by Councillor Malloy, Council award the contract for Curbside Collection of Residual Waste & Recyclables to Nova Scotia Limited/Eastern Shore Cartage in the amounts as outlined in Schedule #1 of the tender for years April 2022 to March 2027, excluding the optional weekly collection amounts.*

**Recommendation adopted.**

#### f. Recycling Contract Renewal

- CAO, Marissa Jordan gave an update to Council on the recycling contract with the Municipality of Colchester.
- The Recycling Contract will be a 2-year agreement.
- There has been a cost increase of approximately \$40.00 per tonne, equalling \$3500.00 - \$4000.00 for the year.

*On recommendation of Councillor Baker and seconded by Councillor Malloy, Council agreed to the contract for Recycling with the Municipality of Colchester in the amounts as outlined in Schedule B of the two-year agreement.*

**Recommendation adopted.**

#### g. Grants to Organizations

- Director of Finance, Marian Fraser gave an update to Council on Grants to Organizations.
- Historically in the Municipal operating budget Council has budgeted \$35,000 for general government grants which covers three categories, district grants, grants to organizations and school scholarships.
- Under the first category – district grants, council must choose which option to be allocated for each councillor for the year 2022/23. In 2021/2022 council allotted \$22,000.00 to district grants, or \$3,143.00 per district. Previous years to 2021/2022 council allotted \$17,500.00 to district grants, or \$2,500.00 per district.
- Under category two – grants to organizations, there are three organizations listed as requesting funds for 2022/23 including:
  - St Martha’s Time is Now requested \$5,000.00 over a 5-year period in 2018. This is year 5 of the 5-year commitment for funding.
  - Heritage Goldenville Society has requested \$1,000.00.
  - Ecum Secum Community Park Committee has requested \$10,000.00.
- Under category three for School Scholarships, historically council has provided \$3,000.00 to the local school for grade 12 scholarships.
- Staff asked Council for direction on how to distribute funds to each category; this decision will be taken forward to budget deliberations for 2022-23. Grants will not be formally approved until the operating budget is passed at the AGM.
- Director of Finance, Marian Fraser highlighted the *General Government Grants Policy*. Under grants to organizations it states that a demonstrated need must be shown, grants are meant to be specific in nature and not a regular occurrence; any one group or project cannot exceed 50% of the total funds allocated to the organization category; funds are not to be used for personal gain for any commercial enterprise; there is a minimum total project cost of \$2000.00 for the applicant, with potential to receive up to 50% of funding from the Municipality.
- The Heritage Goldenville Society application does not meet the guideline under the grant.

- The Ecum Secum Community Park has a request of \$5000.00.
- Council provided staff direction to allot \$22,00.00 to District Grants; \$6000.00 for Grants to Organizations including \$5000.00 for St. Marth's Time is Now & \$5000.00 the Ecum Secum Community Park Committee & \$3000.00 for scholarships. These figures will be taken to budget deliberations for 2022/23 and pending approval.

h. Port Bickerton Lighthouse Lease

- The lease between the Port Bickerton Lighthouse Association and the Municipality expires in October 2023.
- The PBLA has applied for funding to ACOA; through this process concerns have been raised that the Municipality may not continue the lease once it expires in 2023.

*On recommendation of Deputy Warden Fuller and seconded by Councillor Malloy, Council agreed to have staff send a letter reflecting Council's intention to renew the lease between the Municipality and Port Bickerton Lighthouse Association in 2023.*

**Recommendation adopted.**

i. In Camera Session: Legal Matters

*On motion of Councillor Harpell and seconded by Deputy Warden Fuller, Council moved into an in-camera session for legal matters at 5:00 pm.*

**Motion approved.**

*On motion of Deputy Warden Fuller and seconded by Councillor Mailman, Council reconvened to regular session at 5:50 pm.*

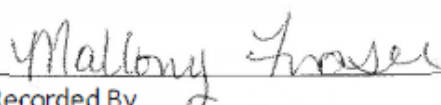
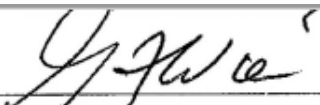
**Motion approved.**

**10. Adjournment**

*On motion of Councillor Malloy and seconded by Councillor Harpell, there being no further matters of business, Council adjourned at 5:50 pm.*

**Motion approved.**

---

 Recorded By Mallory Fraser, Municipal Clerk	 Approved By Warden Wier
---	--