



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting
Wednesday, April 27, 2022

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

Council and staff observed a moment of silence in memory of the recent passing of a valued Municipal employee and acknowledged his hard work and dedication to the Municipality. He will be greatly missed.

1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, April 27th, 2022, at 4:00 pm in the Council Chambers, Sherbrooke, N.S.

2. Attending:

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

Also Attending:

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

3. Additions to the Agenda:

- 8f. Eastern Counties Regional Library (ECRL) External Review – Minister of Communities, Culture, Tourism and Heritage, Pat Dunn

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

On motion of Councillor Baker and seconded by Councillor Malloy, Council approved the minutes of the COTW Meeting held Wednesday, April 6th, 2022.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

(Director of Community Development & Recreation, Kerri Penney entered the meeting at 4:05 pm)

7. Presentations

a. Eastern Mainland Housing Authority (EMHA)- Shawn Luker & Rod Llewellyn

- EMHA is a non-profit, government organization. The basic concepts of the public housing program include providing good and affordable housing to those in need; rent is determined by gross household income and the ability to pay; housing applicants are kept on a waiting list in

chronological order; and the Housing Authority is the landlord for government owned public housing assets.

- The steps required to acquire public housing include completing a standard application form; an assessment including a home visit, interviews, reference, and landlord checks. Additional steps include board approval of the application, Once approved the applicant is added to the waiting list and selection is based on chronological order. Once selected the applicant will receive an offer of housing with a standard form lease.
- Eligibility criteria for seniors and family housing include meeting the income criteria, having a positive landlord reference check and meet the age requirements for senior housing. For family housing eligibility criteria include having one dependent child or a couple whose income and resources are combined to meet family needs and give evidence of a stable relationship. The program provides housing for non-senior single individuals in chronic vacancies, adult buildings or rent supplement programs.
- An applicant may be deemed ineligible if they are a former tenant who fails to accept a repayment agreement, have been evicted from Public Housing because of behaviour, are unable to live independently; or pose a risk to safety or security of others or property associated with the Housing Authority.
- There are some exceptions to eligibility criteria including: chronic vacancy, accessibility; household income limits, residency and age criteria can be flexible.
- There are two different rental structures including self-supported lease holders and social assistance recipients. Self-supported lease holders rent is based on a graduated rental scale which ranges from 16.7 to 30% depending on the income and is 25% for families. Social Assistance recipients rent scale is based on family size, it ranges from \$175 for a single adult to \$309 for a family with two adults and two or more children.
- Priority access is only granted to eligible applicants in circumstances where Public Housing offers a long-term solution to help. Priority access requires written support of a professional with expertise in the field. A priority access form is required in addition to the application form. Both forms must be approved by the board. All other options must be exhausted. Priority access can only be granted in very limited circumstances when all criteria are met.
- EMHA Property Managers are responsible for all aspects of the housing portfolio, rental arrears, tenant issues, evictions, tenant retention, vacancy rate, and maintenance referrals.
- Handover Agreement outlines St. Mary's commitment to Public Housing and how financial contributions are determined. Hand over agreements only apply to Public Housing properties. The parties included in the agreement include the Province, the Municipality, and the Housing Authority at the time the agreement was struck, CMHC or the Federal Government. No new agreement has been struck since the early 90's. The agreements exist as long as Public Housing is operating. Most of the agreement outlines the Housing Authority and how it operates properties and manages them. The last clause in the agreement usually states the Municipalities contribution to Public Housing.

(Director of Community Development & Recreation, Kerri Penney left the meeting at 4:24 pm)

(Councillor Mailman left the meeting at 4:25 pm)

- The net operating loss (NOL) is the tenant revenue less the expenses. It is assigned on a property basis and NOL percentage is assigned from the handover agreement.

(Councillor Mailman joined the meeting at 4:26 pm)

- The reporting framework lays out how the Housing Authority communicates with the Municipality. A projection for the new fiscal year is sent out in March. The billing letter and supporting schedules for the previous fiscal year end are sent in June. An updated projection for the year is sent out in October and February.
- St. Mary's portfolio includes Maple Manor, with 20 units. There are 3 family units that are not public housing that are used for a different program.
- There is not currently any accessible units in the Municipality. There are accessible programs being applied to the Housing Authority. If someone is in need in the area, they can apply to the programs for these those units.

(Director of Community Development & Recreation, Kerri Penney joined the meeting at 4:40 pm)

8. Correspondence

a. Thank You – Queens Lodge #34

- Correspondence was received from Queens Lodge #34 thanking Council for their support.

b. Extended Firefighters Presumptive Coverage – Department of Municipal Affairs & Housing

- Correspondence was received from the Department of Municipal Affairs & Housing announcing that presumptive coverage under the Workers Compensation Act for firefighters. The added coverage for firefighters will increase the number of presumptive cancer coverage from six to 19 and cover heart attacks that occur within 24 hours of an emergency call. The province has also approved the recommendation to extend financial support to help municipalities cover initial and annual liability costs for the next four fiscal years. Municipalities will not incur any additional cost until fiscal year 2025-26. This information will be taken to the next Fire Services Committee Meeting to provide an update to Fire Departments.

c. Canada Community Building Fund – Minister of Municipal Affairs & Housing, John Lohr

- Correspondence was received from the Minister of Municipal Affairs and Housing informing that the Canada Community Building Fund (previously known as the Gas Tax Fund) now has increased flexibility. Fire hall and fire station infrastructure now falls under the addition of the new investment category "Fire Halls". These expenses will be eligible on Municipally approved projected retroactively from April 1, 2021. This information will be taken to the next Fire Services Committee Meeting to provide an update to Fire Departments.

d. Fibromyalgia Awareness Day – Trudy Flynn, Fibromyalgia Association of Canada

- Correspondence was received from the Fibromyalgia Association of Canada asking that the Municipality light up in purple on May 12th in recognition of Fibromyalgia Awareness Day.
- Council has agreed to participate in Fibromyalgia Awareness Day by lighting up the Municipal Office.

e. RCMP Services Budget – Hayley Crichton, Public Safety and Security Division

- Correspondence was received from the Public Safety and Security Division of the Provincial Government informing that the budget for RCMP services provided under the Provincial Police Services Agreement for the period April 1st, 2022, to March 31st, 2023. The costs allocated to the Municipality for services is \$570,046 for 2022/23. The allocated cost for 2023/23 fiscal year represents an 11.04% increase from 2021/22 for the same level of service.
- Council asked if a review could be conducted on RCMP services. CAO, Marissa Jordan informed Council that staff is gathering information on the processes available to conduct the review.

f. ECRL External Review – Minister of Communities, Culture, Tourism and Heritage, Pat Dunn

- Correspondence was received from the Minister of Communities, Culture, Tourism and Heritage acknowledging the letter sent to them regarding the on-going issues between the Municipality and ECRL. The Minister has acknowledged that the situation has come to an impasse. An external review of Eastern Counties Regional Library service levels will be conducted by the Department of Municipal Affairs and Housing. Staff have emphasized the importance of this process including public consultation to ensure residents concerns are heard.
- The ECRL has requested Councillor Mailman ask Council if they would still like to pay the \$25,000 for additional services. Council agreed to not send additional funds and wait for the outcome of the external review.

9. Other Matters of Business:

a. Volunteer Awards – Director of Community Development & Recreation, Kerri Penney

- Each year, the Municipality of the District of St. Mary's identifies a Volunteer of the Year. This individual is chosen for their significant contribution to the community over the past year. They are celebrated by being sent to a provincial Volunteer Celebration Luncheon in Halifax and at the Municipality's volunteer recognition event. In the past, the Municipality hosted a nomination process where community organizations or individuals would fill out an application and nominate someone from the community. Municipal council would then review all applications and decide on the Volunteer of the Year. Over the years, this method has declined in participation.
- Staff recommended that Council consider changing the method of identifying the St. Mary's Volunteer of the Year to a rotating schedule of districts, with the district Councillor identifying the recipient of the designation.

(Municipal Clerk, Mallory Fraser left meeting at 4:55 pm)

- Council discussed and agreed to keep the same process for this year's Volunteer Award nominations, with the addition of adding an online form to submit nominations. This will give staff the opportunity to evaluate the current process and determine if a new process should be explored for next year.

b. Fishing Gear Coalition of Atlantic Canada Wire Trap Collection & Recycling Project

- The Fishing Gear Coalition of Atlantic Canada (FGCAC) has expressed their interest in applying for funding from the Federation of Canadian Municipalities to support their project of managing end-of life wire lobster traps in Nova Scotia municipalities by conducting a feasibility study. They are requesting a contribution of \$3,500.00 from ten different municipal partners and the funding that is being applied for is due at the end of this month.
- CAO, Marissa Jordan provided additional information regarding the funding request. To date the project has received \$3,500 from other Municipal units as well as in-kind support. The project has received no federal funds to date. Any municipality that would like to provide support may do so in-kind or by cash. The application is due the end of April 2022.
- Council agreed to provide \$500 to support the project and in-kind support of staff, making themselves available as needed.

On recommendation of Councillor Harpell, and seconded by Councillor Malloy, Council agreed to provide \$500 to support the Fishing Gear Coalition of Atlantic Canada Wire Trap Collection & Recycling Project.

Recommendation adopted.

(Municipal Clerk, Mallory Fraser joined the meeting at 5:05 pm)

c. Non-Resident Provincial Deed Transfer Tax (PDTT) and the Non-Resident Property Tax (PPT)

- The Government of Nova Scotia is introducing legislation for the Non-Resident Provincial Deed Transfer Tax and the Non-Resident Property Tax. Both tax measures will be administered by the Provincial Government.
- The Provincial Non-resident Deed Transfer Tax is effective for all purchase and sales agreements starting April 1, 2022. The PDTT applies to all residential properties or portion of property deemed residential with 3 dwelling unit or less, including vacant land classified as residential. It is a 5% tax levied on the purchase price or assessed value of the property, whichever is greater.
- The PPT applies to residential property with 3 dwelling units or less or a portion of a property that is residential, if the majority is owned by non-residents of Nova Scotia. The PPT is an annual tax of \$2 per \$100 of the property's assessed value.
- Council agreed to draft a letter to the local MLA, informing of Councils total opposition to this tax.

On recommendation of Councillor Malloy and seconded by Councillor Zinck, Council agreed to send a letter to the Premier, Tim Houston and MLA, Greg Morrow opposing the Non-Resident Property Tax & Deed Transfer Tax.

Recommendation adopted.

d. Municipal Sewage Pump

- It was identified by the Superintendent of Public Works that a new sewage pump was needed for the Municipal Lift Station located on Sonora Road. Staff reached out to multiple companies requesting a quote for a FLYGT Model NP-3085 submersible pump. The retired sewer pump will remain on site as a back up in case of emergencies. A specific model of pump is needed to be compatible with the current fittings. Staff recommends Xylem as they can provide the correct model of pump without the need of an adapter kit and is the most cost effective.

On recommendation of Councillor Baker and seconded by Councillor Zinck, that Council award the quote to Xylem in the amount of \$6,755.83 plus HST for the replacement of the sewage pump at the municipal lift station located on Sonora Road with the expense to be allocated from 2022/2023 Capital Budget.

Recommendation adopted.

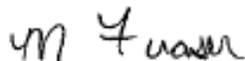
e. Committee of the Whole – May 4th

- Due to absences, Council agreed to move the Committee of the Whole meeting from May 4th to May 11th at 4:00 pm.

10. Adjournment

On motion of Councillor Baker and seconded by Councillor Malloy, there being no further matters of business, Council adjourned at 5:15 pm.

Motion approved.



Recorded By
Mallory Fraser, Municipal Clerk



Approved By
Warden Wier