



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, July 5th, 2023

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

1. Meeting, Date & Time:

Warden Wier called the COTW Meeting of the St. Mary's Municipal Council to order on Wednesday, July 5th, 2023 at 4:00 pm in the Council Chambers, Sherbrooke, N.S.

2. Attending:

Warden Wier	Councillor Mailman
Deputy Warden Fuller	Councillor Malloy
Councillor Harpell	

Absent with Regrets:

Councillor Baker
Councillor Zinck

Also Attending:

Marissa Jordan, Chief Administrative Officer (CAO) (Virtual Attendance)
Marian Fraser, Director of Finance (DOF)
Mallory Fraser, Municipal Clerk

3. Additions to the Agenda:

- Omit 8a.

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

On motion of Councillor Malloy, and seconded by Deputy Warden Fuller, Council approved the minutes of the COTW Meeting held Wednesday, June 21st, 2023.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence

a. Federal Fuel Charge – Irving Oil

- Correspondence was received from Irving Oil informing the Municipality of the Federal Fuel Charge taking effect July 1st, 2023, under the Greenhouse Gas Pollution Act and related regulations. The Fuel charge will be applied to all taxable fuel sales to customers.
- The DOF informed Council of a rebate program that staff is exploring as well as how the increase may impact fuel adjustment clauses.

8. Other Matters of Business:

a. Source Water Protection Plan Advisory Committee – Public Appointments

- See the attached staff report.
- Council asked why the names of the applicants were not included in the package. The CAO answered it is to provide a focus on the eligibility of the applicant, which is consistent with former public appointment processes.

On the recommendation of Deputy Warden Fuller, and seconded by Councillor Mailman, Council appointed Applicant A and Applicant B to the Source Water Protection Plan Advisory Committee.

Recommendation adopted.

b. Council Meeting Dates

- Staff recommended holding the COTW Meeting on August 2nd and the Regular Council Meeting on August 14th, 2023.
- Council discussed August meeting dates.
- Council agreed to cancel the August 16th COTW Meeting.

c. Fire Services Advisory Committee - Councillor Appointments

- As per section 5 of the Fire Services Advisory Committee Policy three members of Council are required for the membership of the Committee.
- Council discussed which members would form the membership of the Committee.

On the recommendation of Councillor Harpell, and seconded by Councillor Mailman, Council appointed Councillor Malloy, Warden Wier, and Deputy Warden Fuller to the Fire Services Advisory Committee.

Recommendation adopted.

d. In-Camera: Contract Negotiations & Land Matters

On motion of Councillor Malloy, and seconded by Deputy Warden Fuller, Council agreed to move in-camera at 4:11 pm for Contract & Land Matters.

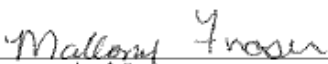
Motion approved.

On motion of Councillor Malloy, and seconded by Councillor Harpell, Council reconvened to regular session at 4:53 pm.

Adjournment

On motion of Councillor Mailman, and seconded by Councillor Fuller, there being no further matters of business, Council adjourned at 4:54 pm.

Motion approved.


Recorded By
Mallory Fraser, Municipal Clerk


Approved By
Warden Wier



ACCESS-Ability Funding Approval

Economic Development

SUMMARY

The Nova Scotia Department of Communities, Culture, Tourism, and Heritage has approved funding in the amount of \$5700.80 to the Municipality of the District of St. Mary's through the ACCESS-Ability Program for the installation of accessible handrails at the entrances of the library at 11 Main St. in Sherbrooke. The ACCESS-Ability program offers funding of up to 66% of the project cost. St. Mary's has been awarded 55.6%.

BACKGROUND

The ACCESS-Ability funding was applied for in February 2023 in response to the discovery that the railings removed for library improvements (Sherbrooke Streetscape Project) were in need of repair. Those railings were removed, and new temporary wooden railings were installed with the intention to replace with more robust metal handrails that conform to Nova Scotia's interim Accessibility Guidelines for Indoor and Outdoor Spaces.

CONSIDERATIONS

This project is aligned with the Municipality's commitment to provide public buildings and public spaces that are accessible to people of all ages and abilities, whether owned, leased or operating the space. This project demonstrates leadership in the Municipality, which aims to also encourage citizens, community organizations and the business community to make other public and private spaces accessible.

This commitment is outlined in the recently approved An Accessible St. Mary's – An Accessibility Plan for the Municipality of the District of St. Mary's created in response to Nova Scotia's *Accessibility Act- Bill 59* (2017).

Quotes for replacement with handrails that conformed to the Nova Scotia interim guidelines for accessibility were requested after this discovery in December of 2022 and the below was received.

Company	Amount (ex. HST)
DL Metal Fabrication	\$10,250.00
MacGregor's Industrial Group/ Customer Machining Ltd.	\$11,785.00

The most competitive quote was \$10,250 plus HST.

Staff Report



RECOMMENDATIONS

Recommend Council to award D.L. Metal Fabrication the contract in the amount of \$10,250 + HST to fabricate and install accessible handrails for both entrances at the municipal library located at 11 Main St. Sherbrooke.

Source Water Protection Advisory Committee Member Appointment

Economic Development

SUMMARY

The Source Water Protection Advisory Committee has been struck to advise on an updated Source Water Protection Plan including a new Monitoring and Evaluation Program. Technical representatives and members of the public are recommended to sit on the committee as per the provincial guidance material. The technical representatives have been secured and staff have received two applications from community members. Staff are requesting Council review and appoint two members to the Committee.

BACKGROUND

The Nova Scotia Guide for Water Utilities and Municipalities; Municipal Source Water Protection Plan outlines the requirements for the Source Water Protection Advisory committee composition. Staff has brought forward all applicants who have applied to be members of the Source Water Protection Advisory Committee for Council's review and appointment. As per the Source Water Protection Advisory Committee Policy under Section 5.0 Membership; subsection 5.1 the committee should consist of two members of the public with preference to those who live in the Source Water Protection Area. The technical representatives on the Committee include the Manager of Research & Planning, Forestry, NS Department of Natural Resources and Renewables; the Operations Manager and the Superintendent of Certification, Environment and Outreach for Port Hawkesbury Paper; Fisheries Technician for NS Department of Fisheries and Agriculture, Inland Fisheries Division; and St. Mary's Director of Public Works.

CONSIDERATIONS

Applicants have been pre-screened and meet the eligibility requirements as per Source Water Protection Policy Section 5.0 Membership.

RECOMMENDATIONS

Recommend Council appoint Applicant A and Applicant B to sit on the Source Water Protection Advisory Committee.