



NOTICE

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

DATE: Wednesday, October 4th, 2023

TIME: 4:00 pm

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 Meeting
Wednesday, October 4th, 2023 at 4:00pm

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

1. Call to Order
2. Roll Call
3. Additions to the Agenda
4. Approval of the Agenda
5. Approval of Minutes: COTW held Wednesday, September 20th, 2023.
6. Business Arising from Minutes
7. Correspondence

Not applicable
8. Other Matters of Business
 - a. Active Community Grant Fund Application
 - b. Active Transportation Project Update
9. In-Camera: Per MGA Section 22, part 2, F Litigation

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, September 20th, 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, September 20th, 2023, at 4:00 p.m. 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:

Doug Patterson, Chief Administrative Officer (CAO)
Marian Fraser, Director of Finance (DOF)
Jadzia Graham, Interim Municipal Clerk
Kerri Jack, Director of Community Development & Recreation (CDR)
Denise Dunn, Economic Development Officer (EDO)

3. Additions to the Agenda:

- There were no additions to the agenda.
- The CAO proposed to delay item #8D (Support Letter for Cell Coverage) until a November COTW.
- All other agenda items would be shifted accordingly.

4. Approval of the Agenda:

On the motion of Councillor Harpell, and seconded by Councillor Baker, Council approved the agenda with the omission of 8D and re-order agenda accordingly.

Motion approved.

5. Approval of Minutes:

On the motion of Councillor Malloy, and seconded by Councillor Mailman, Council approved the minutes of the COTW Meeting held Wednesday, September 6th, 2023.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. Amendments to Building Code – Office of the Fire Marshall
- Correspondence was received from the Office of the Fire Marshall informing the Council of updated information.

- Doug Patterson, CAO gave updates on technical adjustments, building inspector is going to keep up to date. Including the following:
 - Encapsulated mass timber construction is introduced, enabling the construction of wood buildings with up to 12 storeys.
 - Accessibility requirements are updated to reduce barriers related to anthropometrics, plumbing facilities, signage, entrances and elevators.
 - Design requirements for evaporative equipment are revised to minimize the growth and transmission of Legionella and other bacteria.
 - A home-type care occupancy (b4) is introduced to allow safe and affordable care in a home-type setting.
 - Energy performance tiers are established to provide a framework for achieving higher levels of energy efficiency in all buildings.
 - New standards referenced in all codes.
 - New materials and requirements for rainwater harvesting systems.

8. Other Matters of Business:

a. 2024 Federation of Canadian Municipalities (FCM) Conference

- The 2024 FCM Conference is in Calgary, AB from June 6-9 2024.
- Due to covid, Councillors missed attending the FCM for two years out of their four-year term. Due to this circumstance Council discussed the option of all councillors attending the upcoming FCM conference in 2024. Six Councillors expressed interest in attending the conference; Warden Wier, Deputy Warden Fuller, Councillor Harpell, Councillor Malloy, Councillor Mailman, and Councillor Zinck, with the possibility of CAO, Doug Patterson attending.
- FCM will be a budget impact for 2024-2025 of approximately \$3,500 per attendee.

On the recommendation of Deputy Warden Fuller, and seconded by Councillor Harpell, Council agreed on the recommendation to support the 6 Councillors to attend the 2024 Federation of Canadian Municipalities (FCM) Conference.

Recommendation adopted.

b. Intersection Street Light Request – Deputy Warden Fuller – Intersection of Old Country Harbour and 316

- Deputy Warden Fuller informed Council of the need for a street light at the intersection of Old Country Harbour and the 316, the area is extremely dark and it is creating a hazard at night with drivers mistaking driveways for the roadway.
- Beneficial to add one or two streetlights.
- Deputy Warden Fuller added that it may be beneficial to add a streetlight to this intersection. He asked Council to add a streetlight to the Old Country Harbour and 316 Intersection.

On the recommendation of Councillor Malloy, and seconded by Councillor Baker, Council to add a streetlight to the Old Country Harbour and 316 Intersection.

Recommendation adopted.

c. Truth & Reconciliation Update – Kerri Jack, Director of CDR

- See attached Staff Report.

- Kerri Jack, Director of Community Development & Recreation (CDR) asked Council if the Municipality would like to raise the Mi'kmaq Grand Council Flag at the flagpole located on Highway 7 in advance of National Truth and Reconciliation Day on September 30th, 2023 and continue to fly the flag for the month of October which is Mi'kmaw History Month in Nova Scotia.
- Kerri walked council through a report that she had prepared highlighting the different projects which the department has been working on in relation to Truth and Reconciliation. Kerri was fortunate after many attempts to be put in contact with an elder who can help the Municipality with the T&R projects, Elder Geri LeBlanc.
- Kerri also asked if Council would approve an honorarium of \$500 for Elder Geri LeBlanc to assist in the development of a commemorative plaque to honour victims and survivors of residential schools.
- Kerri highlighted the KAIROS Blanket Exercise for Staff and Council to participate in. She has found an applicable grant application to assist with funding this training exercise. This item will be brought back up to Council for consideration at a future meeting.
- Every Child Matters Banners were purchased from the indigenous community to be hung on 10 of the poles in Sherbrooke (Kerri is going to look in to when to hang the Banners and how long)
- Indigenous Research Project- This project is focused on learning more about our history and the Mi'kmaq history, lack of information and understanding of the history of indigenous peoples in St. Mary's. This will encourage community collaboration, creating, finding, and exploring indigenous culture archives. (Mi'kmaq and provincial) base level "storytelling" Kerri will do a draft then come back to council at a later date.

On the recommendation of Councillor Baker, and seconded by Councillor Zinck, Council approved that The Municipality raise the Mi'kmaq Grand Council Flag at the flagpole located on Highway 7 in advance of National Truth and Reconciliation Day on September 30th, 2023 and continue to fly the flag for the month of October which is Mi'kmaw History Month in Nova Scotia.

Recommendation adopted.

On the recommendation of Councillor Harpell, and seconded by Councillor Malloy, Council agreed to approve an honorarium of \$500 for Elder Geri LeBlanc to assist in the development of a commemorative plaque to honour victims and survivors of residential schools.

Recommendation adopted.

Kerri Jack left the meeting at 4:35 p.m.

d. Housing Accelerator Fund (HAF) Update – Denise Dunn, EDO

- See attached Staff Report
- Denise Dunn, Economic Development Officer (EDO) discussed the updated version of the HAF Staff Report.
- The goal, should we receive HAF, is to create twenty (20) additional permitted units over the next three years.
- There are six (6) initiatives; 1.) Infrastructure Growth Viability Assessment (Water and Wastewater), 2.) Permitting Enhancements of Processes, Policies and Resources, 3.) Capacity Building through supporting Non-Profit Housing Association(s), 4.) Affordable Housing Incentives, 5.) Coastal and Watershed Planning with Climate Change Mitigation and adaptation, 6.) Recovery of Underdeveloped and Idle Land.

On the recommendation of Deputy Warden Fuller, and seconded by Councillor Baker, Council approved to direct the Chief Administrative Officer to submit the Final Housing Accelerator Fund Action Plan that includes the six (6) initiatives as outlined in the staff report on September 20th, 2023, along with all additional required documentation to the Canada Mortgage and Housing Corporation as the Municipality's application under the Housing accelerator Fund Program.

Recommendation adopted.

e. Sherbrooke Watermain Repair

- See attached Staff Report
- Doug updated Council on the work that has been completed. The water main is secure, with no leaks, and is functioning properly.

f. Renewable Energy – Provincial Initiatives

- Doug Patterson, CAO recommends that Council approve the following motion in support of renewable energy.
- The Municipal Council for the Municipality of the District of St Mary's supports renewable and green energy including all the following;
 - Onshore Wind Energy
 - Offshore and Nearshore Wind Energy
 - Green Hydrogen Production
 - Remnant Wood Materials
- Further, that Municipal Council supports the use of Provincial Crown Land for the development of renewable and green energy.
- Deputy Warden Fuller suggested writing a general letter to help green energy yet stating it doesn't affect our land use by-laws, and making sure it doesn't affect specific stakeholders or environments. Discussion was held that it was not necessarily a letter of support the province was requesting but rather a motion of support from Council regarding the use of crown lands for renewable green energy.

On the recommendation of Councillor Malloy, and seconded by Councillor Mailman, Council approve the recommendation that the Municipal Council of the District of St Mary's supports renewable and green energy including all of the following: Onshore Wind Energy, Offshore and Nearshore Wind Energy, Green Hydrogen Production, and Remnant Wood Materials, further, that Municipal Council supports the use of Provincial Crown Land for the development of renewable and green energy.

Recommendation adopted.

Denise Dunn, EDO left the meeting at 5:00 p.m.

9. In-Camera: Contract Negotiations

On the motion of Councillor Baker, and seconded by Councillor Malloy, Council agreed to move In-Camera at 5:00 p.m. for Contract Negotiations.

Motion approved.

On the motion of Councillor Malloy, and seconded by Councillor Baker, Council reconvened to regular session at 5:18 pm.

Motion approved.



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Committee of The Whole (COTW) Meeting

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1. Meeting, Date & Time:

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

2. Attending:

Warden Wier
Deputy Warden Fuller
Councillor Baker

Councillor Mailman
Councillor Malloy

Absent with Regrets:

Councillor Zinck
Councillor Harpell

Also Attending:

Doug Patterson, Chief Administrative Officer (CAO)
Marian Fraser, Director of Finance (DOF)
Jadzia Graham, Interim Municipal Clerk

3. Additions to the Agenda:

- Councillor Malloy wanted to add Fright Night 8 c

4. Approval of the Agenda:

On the motion of Deputy Warden Fuller, and seconded by Councillor Mailman, Council approved the agenda with the new addition.

Motion approved.

5. Approval of Minutes:

On the motion of Councillor Malloy, and seconded by Councillor Baker, Council approved the minutes of the COTW Meeting held Wednesday, September 20th, 2023.

Motion approved.

6. Business Arising from the Minutes:

- Warden Wier asked about the re-paving contract, CAO (Doug Patterson) advised that he is currently been working on it.
- Councillor Malloy informed Council that the Every Child Matters banners along Main Street in Sherbrooke look great.

7. Correspondence:

- There was no correspondence.

8. Other Matters of Business:

On the motion of Councillor Malloy, and seconded by Councillor Baker, Council agree to move In-Camera for MGA Section 22, part 2, Section F Litigation at 4:18 p.m.

Motion approved.

On the motion of Deputy Warden Fuller, and seconded by Councillor Baker, Council agreed to reconvene to regular session at 4:35 p.m.

Adjournment

On the motion of Councillor Mailman, and seconded by Councillor Baker, there being no further matters of business, Council adjourned at 4:36 p.m.

Motion approved.


Recorded By
Jadzia Graham, Interim Municipal Clerk


Approved By
Warden Wier

Active Communities Fund

Tyler MacLaughlin, Active Living Coordinator

SUMMARY

The Active Communities Fund is an annual grant provided by the Department of Communities, Culture, Tourism and Heritage (CCTH) that supports community-wide initiatives to encourage less-structured physical activity and movement. The fund helps communities encourage physical activity and movement through policies, social initiatives, or physical environments. The grant provides 75% of the total cost of a project, up to a total of \$25,000. Applicants must contribute 25% of the total cost, which can be a combination of cash and in kind. This year, an application requesting \$18,600 through the Active Communities Fund. The Municipal contribution for this grant application is \$6,400, which is a combination of cash and in kind and was allocated in the 2023-24 budget. All projects included in the Active Communities Fund Application will be led by Active Living Coordinator, Tyler MacLaughlin.

BACKGROUND

The Active Communities Fund is completed on an annual basis by the Community Development and Recreation Department to fund projects for a calendar year.

CONSIDERATIONS

The Department of Community Development and Recreation, through Active Living Coordinator, Tyler MacLaughlin is proposing to apply through the Active Communities Fund for the following projects that will take place between October 1, 2023, and June 30, 2024 if fully approved:

- Increasing Support for Fitness Based Programming
- Increasing Sustainability of Fitness Centre
- Enhancement of Low Structured Programming at Pioneer Park
- Increase Active Transportation Participation in St. Mary's
- Equipment Loan Enhancement
- Increasing Nature Based Physical Activity Opportunities in St. Mary's
- Enhancing Facility Access at the St. Mary's Recplex

These initiatives are referenced in the St. Mary's Active Living Plan, which was adopted by council in May 2023 and budgeted for in the 2023/24 Municipal Budget. Initiatives are also supported by St. Mary's Recreation Master Plan, An Accessible St. Mary's, and Let's Get Moving Nova Scotia.

Staff Report



RECOMMENDATIONS

Based on the above considerations, staff are recommending that:

Council approves the Active Communities Fund initiatives as recommended by staff.

ACTIVE COMMUNITIES FUND



COMMUNITY DEVELOPMENT AND RECREATION DEPARTMENT

PROJECTS

- FITNESS CENTRE
- PIONEER PARK
- ACTIVE TRANSPORTATION
- EQUIPMENT LOAN
- NATURE BASED PHYSICAL ACTIVITY
- ST. MARY'S RECPLEX





Communities, Culture and Heritage

ACTIVE COMMUNITIES FUND

The Active Communities Fund supports community-wide initiatives to encourage less-structured physical activity and movement.

The Active Communities Fund helps communities encourage physical activity and movement through policies, social initiatives or physical environments.

Increasing Support for Fitness Based Programming

This initiative will consist of getting our Active Living Coordinator certified to be a personal trainer

This will improve access to all members, but especially those who require medical clearance



canfitproTM

Increasing Sustainability of Fitness Centre

This initiative will help to replace older equipment and increase accessibility at the Fitness Centre

- Purchase new elliptical from Spartan Fitness
- Install our own WiFi at the Fitness Centre



Enhancement of Low Structured Programming at Pioneer Park

This initiative will promote the use of Pioneer Park through:

- Installing a community play box with various equipment
- Installing two disc golf baskets



Increase Active Transportation Participation in St. Mary's

This initiative will consist of an online walking challenge through World Walking

The goal is to increase active transportation and physical activity within St. Mary's



Equipment Loan Enhancement

This initiative will consist of continuing to update the equipment loan program

This will help to improve accessibility of equipment and increase family participation in self-directed physical activity



Increasing Nature Based Physical Activity Opportunities in St. Mary's

This initiative will consist of geocaching events throughout the Municipality

This will help to increase the use of trails in St. Mary's and increase the amount of time spent in nature



Enhancing Facility Access at the St. Mary's Recplex

This initiative will enhance facility access at the St. Mary's Recplex

This will increase accessibility to family-based, self-directed physical activity



Cost Breakdown

	Project Description	Total Project	In Kind	Municipal Cash	Grant Request	Total Cash to Spend
A	Personal Trainer Certification	1,500	-	-	1,500	1,500
B	Fitness Center Equipment	6,950	-	1,200	5,750	6,950
C	Pioneer Park	3,400	300	1,000	2,100	3,100
D	Prizes for Active Living Initiatives	1,150	-	500	650	1,150
E	Equipment Loan Program	940	-	300	640	940
F	Geocaching	460	250	-	210	210
G	Recplex Facility Access	10,600	2,300	550	7,750	8,300
	Total	25,000	2,850	3,550	18,600	22,150



OCT

- Walking challenge begins
- St. Mary's Recplex

NOV

- Start personal training certification
- Start to order equipment for fitness centre

DEC

- Equipment loan enhancement begins

JAN

- Ongoing projects

FEB

- Finish fitness centre equipment

TIMELINE



MAR

- Geocaching begins
- Finish equipment loan enhancement
- St. Mary's Recplex finished

APR

- Pioneer Park project
- Finish personal training

MAY

- Ongoing projects

JUN

- Finish Pioneer Park
- Finish walking challenges for the year
- Finish geocaching events

JUL

- Report and start next ACF

TIMELINE



THANK YOU

TYLER MACLAUGHLIN
COMMUNITY DEVELOPMENT AND RECREATION DEPARTMENT

Active Transportation Plan Update

Kerri Jack, Director of Community Development & Recreation

SUMMARY

The development of an Active Transportation Plan for the Municipality of the District of St. Mary's is currently in phase two, which is the engagement phase. There are many ways in which staff and consultants are collecting feedback from the public, including online engagement, one-on-one interviews with stakeholders, take-home activity kits, youth consultation and a series of in person, walk and roll events.

BACKGROUND

In 2022, the Municipality of the District of St. Mary's received \$47,500 through the Government of Canada's Active Transportation Fund to develop an Active Transportation Plan for the entire Municipality. In April, 2023, Municipal council accepted an RFP from UPLAND Consulting to complete the development of the Active Transportation Plan.

CONSIDERATIONS

A website has been developed for the Active Transportation Plan project. Residents can visit www.activestmarys.ca to learn more about the project and to learn the ways in which they can participate in the development. The following is an update as of Monday, September 25th on each method of community consultation.

1. Social Pinpoint – Online Mapping Tool

Here is a summary of the engagement so far:

- 361 total visits
- 115 unique users
- Average time spent (min): 1:38
- 17 Comments
- 3 survey responses

2. Stakeholder Sessions

Stakeholder sessions start the week of September 25-29th. 10 stakeholders have indicated that they would like to participate in a stakeholder interview. They represent the following organizations:

- St. Mary's River Association
- St. Mary's Education Centre/Academy

- Sherbrooke Village Inn
- Waternish Muskrats
- St. Mary's Transit Board
- Sherbrooke Opportunities Society (SHOPS)
- Sherbrooke Public Library
- St. Mary's Trails Association
- Sherbrooke Saturday Market
- Liscombe Lodge

3. Youth Workshop

A youth consultation will take place on October 3rd, 2023, from 12-12:30pm during the high school lunch period at St. Mary's Education Centre and Academy. Lunch will be provided to any student who wishes to participate in the consultation. Two of the project consultants will be leading the session.

4. Take Home Activity Kits

Staff are currently reviewing a draft take home activity kit. These kits will be printed and will be available for pick up and drop off at both the Municipal Office and the Sherbrooke Library.

5. Walk and Roll Tour

Community Development and Recreation Department Staff will be hosting 4 Walk and Roll events throughout the Municipality to give residents the opportunity to attend and provide feedback in person on Active Transportation. The event will feature a short walk (or roll) as a group and a discussion about AT. Staff will briefly capture notes during the event to provide to the consultant team. The Walk and Roll Tour Schedule is as follows:

Goshen: Oct. 23rd, 6pm starting at the Goshen Community Centre

Sherbrooke: Oct. 24th, 2:30pm starting at the Sherbrooke Library

Liscomb: Oct. 25th, 6pm, starting at the Liscomb Legion

Port Bickerton: Oct. 25th, 6pm, starting at the Port Bickerton Community Ctr.

RECOMMENDATIONS

This staff report is for information only, there are no recommendations at this time.