



NOTICE

MEETING: Regular Council Meeting

DATE: Monday, February 12th, 2024

TIME: 4:00 pm

PLACE: Council Chambers, 8296 Highway 7,
Sherbrooke

Please Advise If Unable To Attend



Municipality of the District of St. Mary's

Regular Council Meeting
Monday, February 12th, 2024

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 from:
 - Regular Council meeting held January 8th, 2024.
 - Emergency Council meeting held January 30th, 2024.
6. Business Arising from Minutes
7. Recommendations from Committees of Council
 - COTW held January 17th, 2024.
 - COTW held February 7th, 2024.
8. Outside Committee Reports
 - a. Guysborough Adult Learning Association – Deputy Warden Fuller
 - b. Sherbrooke Restoration Commission- Deputy Warden Fuller
 - c. Eastern Counties Regional Library – Councillor Mailman
 - d. Eastern Regions Solid Waste Management – Councillor Malloy
9. Other Matters of Business
 - a. Employee Recognition: 10 Years of Service – Kerri Jack
 - b. Award Water Plant Filter Media
 - c. Award Survey of Municipal Property PID: 37501095
10. CAO Report

Adjournment

A 10-minute question and answer period pertaining to agenda items.



Municipality of the District of St. Mary's

Regular Council Meeting
Monday, January 8th, 2024

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

1. Meeting, Date & Time:

The Regular Council meeting of the St. Mary's Municipal Council was called to order on Monday, January 8th, 2024 at 4:00 p.m. in the Council Chambers Sherbrooke, N.S.

2. Attending:

Warden Greg Wier

Deputy Warden James Fuller

Councillor Everett Baker

Councillor Courtney Mailman

Councillor Charlene Zinck

Absent with Regrets:

Councillor James Harpell

Councillor Beulah Malloy

Also Attending:

Doug Patterson, Chief Administrative Officer (CAO)

Marian Fraser, Director of Finance (DOF)

Jadzia Graham, Interim Municipal Clerk

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of Agenda:

On motion of Councillor Baker, and seconded by Deputy Warden Fuller, Council approved the agenda as presented.

Motion approved.

5. Approval of Minutes:

On motion of Councillor Mailman, and seconded by Deputy Warden Fuller, Council approved the minutes of the:

-Regular Council meeting held December 11th, 2023.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Recommendations from the Committee of the Whole:

Committee of the Whole – January 3rd, 2024

On motion of Councillor Baker, and seconded by Councillor Mailman, Council agree to write a letter to follow up on the Volunteer Emergency Services Provider.

Recommendation adopted.

On motion of Deputy Warden Fuller, and seconded by Councillor Baker, Council agree to direct staff to proceed with the application for the 2024 Canada Summer Jobs grant, as outlined in this report.

Recommendation adopted.

On motion of Councillor Zinck, and seconded by Deputy Warden Fuller, Council agree to direct municipal staff to submit an application to the Department of Communities, Culture, Tourism and Heritage for the 2024-25 Recreation Facility Development/Rink Revitalization Fund for Phase 2 of the outside structural repairs and siding replacement to the St. Mary's Recplex and furthermore directs staff if possible, to apply for grant funding to complete a facility needs assessment for the St. Mary's Recplex.

Recommendation adopted.

On motion of Deputy Warden Fuller, and seconded by Councillor Mailman, Council approves mileage expenses for any Councillor who attends the January 15 Community Grant presentation in support of their constituents.

Recommendation adopted.

On motion of Councillor Baker, and seconded by Councillor Zinck, Council agree to request staff to investigate and bring back to Council the best business practice options for the creation of a neighbourhood concept based on wellness, that could include a long-term care facility and a hospital along with other things and facilities.

Recommendation adopted.

On motion of Deputy Warden Fuller, and seconded by Councillor Mailman, Council approves and fully supports the Municipality's written letter to the Honourable Sean Fraser, Honourable, Greg Morrow and the Honourable Tim Houston, Premier in support of the municipality's request for provincial support of improved local cellular phone services and that council sincerely hopes and requests the help of the province to improve local phone cellular service. The letter is to be signed by all members of Council.

Recommendation adopted.

On motion of Councillor Zinck, and seconded by Councillor Baker, Council direct staff to work on investigation and planning of the following initiatives in order to find solutions that can effectively update our construction and demolition waste disposal services. Further that staff provide regular and frequent updates to council on progress.

- 1.) Staff to work actively in follow up on the municipality's written request for provincial assistance with the office of the minister and with appropriate provincial staff.*
- 2.) Staff to study other options for C&D disposal including engaging other services and other storage locations for the C&D disposal and storage service.*
- 3.) Staff to study C&D dumping fees review fee options with total fees in line with other local municipalities.*

- 4.) *Delay tender to building new transfer station for the time being until we know that specifications meet future needs.*
- 5.) *To suspend acceptance of C&D material until a new service plan is available (effective January 9, 2024.) with notice on municipal web and Facebook and to notify existing construction and demolition (C&D) permit holders.*
- 6.) *To maintain all residential trash services including curbside pick up, bi-weekly bulky item collection, and residential trash drop off at the transfer station.*

Recommendation adopted.

On motion of Councillor Mailman, and seconded by Councillor Baker, Council approves and fully supports the Municipality's written letter to the Honourable Timothy Halman, Minister for the Department of Environment and Climate Change in support of the municipality's request for provincial support to help us adapt to the newly established Solid Waste Management Facility Guidelines and that council sincerely hopes and requests the assistance of the province in order for the municipality to maintain a quality, development friendly construction and disposal waste service. The letter is to be signed by all members of Council.

Recommendation adopted.

8. Outside Committee Reports

- There were no outside committee reports.

9. Other Matters of Business:

- There were no Other Matters of Business.

10. CAO Report:

- See the attached report.
- Doug Patterson, Chief Administration Officer, CAO provided highlights on what is included in the report.
- Doug Patterson, CAO informed Council of Brennan MacKay, Public Works Operator of completing his level 1 water treatment ticket.
- CAO advised Council of the Recplex not being used on Fridays and that staff may look into advertising ice time in the newsletter and social media pages.
- Marian Fraser, Director of Finance, informed Council that the 2024 tax notice of assessment letters are going to be sent out on January, 8th 2024, Residents have 30 days to appeal.

Adjournment

On motion of Councillor Baker, and seconded by Deputy Warden Fuller, there being no further matters of business, the council adjourned at 4:13 p.m.

Motion approved.

Recorded By
Jadzia Graham, Interim Municipal Clerk

Approved By
Warden Wier



Municipality of the District of St. Mary's

Emergency Council Meeting
Tuesday, January 30th, 2024

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

1. Meeting, Date & Time:

The Emergency Council meeting of the St. Mary's Municipal Council was called to order on Tuesday, January 30th, 2024 at 4:00 p.m. in the Council Chambers Sherbrooke, N.S.

2. Attending:

Warden Greg Wier

Deputy Warden James Fuller

Councillor Beulah Malloy

Councillor Courtney Mailman

Councillor Charlene Zinck

Councillor James Harpell *attending via zoom*

Absent with Regrets:

Councillor Everett Baker

Also Attending:

Doug Patterson, Chief Administrative Officer (CAO)

Marian Fraser, Director of Finance (DOF)

Jadzia Graham, Interim Municipal Clerk

Teddy Stevens, Director of Public Works

3. Approval of the Agenda

On motion of Deputy Warden Fuller, and seconded by Councillor Malloy, Council approved the agenda as presented.

4. Other Matters of Business:

a. Repair to Municipal Wastewater LIFT Station

- Public Works has discovered that the check valve and elbow in the Village lift station has partially failed and is now leaking sewer water back into the lift station.
- This lift station is where all the wastewater from the entire system enters prior to being pumped to the wastewater treatment facility. If this was to fail completely, there would be no flow through the wastewater treatment facility.
- Quotes were solicited and one provider bid after an on-site visit named Partner Construction who operate out of New Glasgow, Nova Scotia.
- The construction company gave a total of \$15,224.99, Plus Contingency, Plus HST.

On motion of Councillor Zinck, and seconded by Councillor Mailman, Council agree to approve the repairs to the Municipal lift station in the estimated amount of \$15,224.99 Plus a contingency of \$ \$16,775.01 for a total of \$32,000 Plus HST.

Motion approved.

Adjournment

On motion of Councillor Malloy, and seconded by Councillor Mailman, there being no further matters of business, the council adjourned at 4:15 p.m.

Motion approved.

Recorded By
Jadzia Graham, Interim Municipal Clerk

Approved By
Warden Wier



Municipality of the District of St. Mary's

Monday, January 8th, 2024
Council Meeting

Recommendations from Internal Committees

Committee of the Whole – January 17th, 2024 (Absent Councillor James Harpell)

On recommendation of Councillor Malloy, and seconded by Councillor Baker, Council agree to give Deans-Coastal Nova Scotia their annual \$4016.35 contribution.

Recommendation adopted.

On recommendation of Councillor Baker, and seconded by Councillor Zinck, Council agree to approve the necessary costs, to replace the three cushion tanks in order to protect the distribution system from breakage and leaks to a maximum cost limit of \$8500. Plus, tax.

Recommendation adopted.

On recommendation of Councillor Malloy, and seconded by Councillor Baker, Council recommends setting the 2024 2025 Annual General Meeting date as Monday, April 8th, 2024 at 5:00pm.

Recommendation adopted.

On recommendation of Councillor Zinck, and seconded by Councillor Malloy, Council approve the 2024/2025 Application for Residential Low Income Property Tax Exemption with the total annual household income threshold set at less or equal to \$25,280.00 and the tax exemption credit amount set at \$180.00 per application, all other eligibility requirements to remain the same as outlined in the application.

Recommendation adopted.

On recommendation of Councillor Mailman, and seconded by Councillor Zinck, Council approves that the Municipality of the District of St. Mary's become a member of the Hidden Disabilities Sunflower Program under the Standard Membership Plan and decide on 1-2 wearable products to purchase for members of the public and staff (in support).

Recommendation adopted.

On recommendation of Deputy Warden Fuller, and seconded by Councillor Baker, Council recommend Staff create a Request For Proposal for Land Survey and park delineation services.

Recommendation adopted.

Committee of the Whole – February 7th, 2024 (Absent Councillor Everett Baker)

On recommendation of Councillor Malloy, and seconded by Councillor Zinck, Council approve the municipality becoming a member of the Canadian Canoe Procurement group.

On recommendation of Councillor Harpell, and seconded by Councillor Mailman, Council requests an update from staff within 7 months that illustrates degree of savings or quality differences achieved.

Recommendation adopted.

On recommendation of Deputy Warden Fuller, and seconded by Councillor Zinck, Council recommends to direct staff to add additional components of Option A to the 2024-2025 Recreation Facilities Development grant application.

Recommendation adopted.

On recommendation of Councillor Malloy, and seconded by Councillor Harpell, Council supports illuminating the Municipal office and Sherbrooke Library in purple from dusk on May 12th until dawn on May 13th in support of Fibromyalgia Awareness Day.

Recommendation adopted.



Report to Council

Member of Council: James Fuller

Board/Agency/Organization: GALA (Guysborough Adult Learning Assoc.)

Date Attended: 21 November 2023 **Location:** Guysborough

Agenda Items Discussed:

See attached Minutes of meeting.

Key Highlights:

Guysborough County Adult Learning Association
Board Meeting GALA Office & via Zoom
Tuesday, November 21, 2023

Present: Reverend Heather Manuel – *Chairperson (GALA office)*
Barry Potter – *Secretary/Treasurer (GALA office)*
Liz MacIntosh – *Schools Plus Facilitator for Guysborough County (GALA office)*
Donna Jackson – *Adult Learner Rep (GALA office)*
James Fuller – *Deputy Warden for the District of St. Mary's (GALA office)*
Donna Hochman – *NS Works Career Practitioner (Via Zoom)*

Non – Voting: Donna Casey, Kati Ehler (GALA office)

Regrets: Fin Armsworthy – *Municipality of the District of Guysborough*
Rob Haywood – *Member at Large*
Sandi Potter – *Vice-chairperson*

Call to order: Heather called the meeting to order at 10:08 a.m.

Approval of Agenda: Agenda circulated. Barry made motion to accept agenda as presented. Seconded by Donna J. Consensus to accept agenda.

Approval of Previous Minutes: Minutes for October 10th, 2023 meeting circulated. James made motion to accept minutes as circulated. Seconded by Donna J. Motion carried.

Status of Strategies: **a) ED Report:** Donna gave this report. All GALA staff have been busy and classes are going well. Ray has 8 learners enrolled in Canso. Melissa has 15 learners between Guysborough and Sunnyville. However, due to internet issues and small enrollment numbers in Sunnyville, we may need to discontinue classes when we start back up in January. Lois Ann has 8 learners between Goshen and Sherbrooke. The Community Literacy program in Canso is doing well. The instructors are doing NorthStar Digital Literacy training and have CAMERA training all this week. Donna participated in online CAMERA Refresher. Our AEC, Stephanie Patriquin is planning a sight visit on Tuesday, November 28th. Activity report submitted to LAMPSS on November 9th. Lois Ann and Melissa attended the Professional Development Conference in Truro on November 9 & 10th. They will continue working on the practitioner training and certification program that is recognized by the province. Our application for funding from the Community Fund was approved for \$2,800. This will supply learners with gas cards. We have requests from New Harbour and the CLC for books for children's Christmas parties. Donna C. will talk further with Donna H. about supplying books to Operation Christmas Spirit. We still have some FLIK kits left to distribute. Promotion is ongoing. Barry, Kati and Donna C. are continuing the

process of taking Natalie's name off of our accounts and putting Donna's name on. We submitted a quote to Nova Scotia Works for their proposal but haven't heard anything back yet. We have been having meetings with Paul Lorefice regarding our health and dental plan. He is suggesting we switch from Chambers to Sunlife. Barry and Kati completed the year end report. The policy committee had a meeting on November 14th to look into some revisions to the holiday policy. We purchased 10 new laptops for instructors to use with learners. We are in talks with DCS to do another project in the new year. Donna C. participated in a ANSCLO meeting via Zoom on Friday, November 10th. ANSCLO is sending a letter, requesting a meeting with the minister responsible for funding to discuss concerns regarding the new funding model and requests organizations put their name on the letter. Donna will request to see the letter before making a decision. Natalie now wants her old laptop back; Barry will clean out all the GALA files and accounts first. Will do an updated acronym list for the board. GALA wrote a letter of support for Art Works East. They are applying for a grant to do activities with seniors so we are happy to support them.

Financial Stewardship: **a) Barry Update of Financials** – Barry gave this report. As of October 31st, we have done the year end and closed the books. Barry went over the Income Statement and Balance Sheet. The financial statements are our final statements for the year and this information will be sent to the provincial government in the spring. The HST Recoverable has been applied for. Canada Revenue Agency Payments have been paid for this month. We have reduced our retained earnings and this money came out of our previous equity in the organization. Our current bank balance is just under 90,000 as of today. As per usual the wages are the majority of the money we spent. Heather called for a motion to accept the financial statement. Donna J moved, Seconded by James. Motion Carried.

b) Signing authority update: Donna wrote a letter for the bank to remove Natalie as having signing authority but leaving Heather and Barry and adding Donna C. and Kati. We will continue to work on this.

Policies: Policy committee recommends updating holidays that are in our bylaws. Barry made motion to add holiday for Truth and Reconciliation Day. Seconded by Liz. Motion carried.

Lieu holidays were also discussed. The way the contract works, staff are laid off during 5 holidays throughout the year. Barry made a motion to add 5 in lieu holidays (with pay) to the policy to be taken by staff during the contract year. Days off need to be coordinated with permission from the Executive Director and work requirements. If they do not take the 5 days during the contract, they will lose them. Barry made a motion to accept new policy. Seconded by Donna H. Motion carried.

Community a) Promotion. Promotion is ongoing. Staff have been putting up posters and doing mailouts to different communities. Posting to social media. Ads in Guysborough Journal and municipal newsletters. Blue Media campaign featuring

GALA ad on 5000 memo boards to be distributed via Mann's Independent Grocer. GALA's new mall sign was put up.

B) Fundraising We are actively selling tickets on a Christmas basket; drawing will be on December 15th. We are also looking into different ways of funding.

Personnel Committee: None.

Human Resources: None.

Board Member

Roundtable: Heather – Memory Café is a very strong dementia support group in Guysborough County that will be hosting a jingle and a mingle at the CLC Monday, November the 27th at 12:30 to 1:30. Welcome to all. Westley United Church in Guysborough is holding a social tea and tunes on Friday, December 1st. They will be collecting donations and whatever church raises the most money wins. Heather will have to dye her hair whatever colour the winning church is.

Donna H. - Christmas Spirit is looking for donations for kids' toys, books, gift cards, clothes etc. Will not hire a staff person – will be offering gift cards to parents to do shopping for families. They will be accepting registrations November 27th until December 22nd.

There are workshops through Nova Scotia Works that can be found on their website.

Liz – Reality check day with high school students. Students will get different cards with different real life scenarios including salary, transportation, food, childcare, vehicles, insurance etc. including a "chance" table. They get to see if they survive the month with the money they are allotted.

James – With the lack of housing they are in discussions with some developers in the area to rectify it.

Donna C. and James will discuss further the traveling compensation for Sherbrooke to see if he can help with that. James was voted on the board of directors from the Nova Scotia Federation and Municipalities. Sherbrooke Village opening this weekend.

Old Business: None

New Business: Trying to contact St. John's Ambulance for a quote for First Aid Training. Will continue to do so. Natalie is doing Safe Zone Training after the meeting for board and employees. Natalie requested a \$100 gift card as payment for this. Next Board Meeting will be held January 23rd, 2024 at 10.00am till 12.00pm.

Adjournment: Barry moved to adjourn meeting @ 11:05am. Seconded by Donna J. Motion carried.

SHERBROOKE RESTORATION COMMISSION
MINUTES OF MEETING
November 29, 2023
REGULAR MEETING

Present: Commission members Rennie Beaver, Chair; James Fuller, Vice Chair; Denise Sawlor, Secretary; John Watson, Leigh Ellen Walsh; York Lethbridge, Executive Director & Lisa Myers, Recording Secretary.

TEAMS: Meghann Jack and Stephanie Smith, Executive Director, Archives, Libraries & Museums

Call to Order: 1:08pm by Rennie Beaver, Chair.

Territorial Acknowledgement

Sherbrooke Restoration Commission would like to begin by acknowledging that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) Peoples first signed with the British Crown in 1725.

Agenda:

Motion to approve the agenda for November 29, 2023, was moved by John Watson and seconded by James Fuller. Motion carried.

Minutes:

Motion to approve minutes for October 25, 2023, was moved by James Fuller and seconded by Meghann Jack Motion carried.

Business Arising from the minutes:

No business arising from the minutes.

Action Plan:

Reviewed. No new items added.

Executive Director's Report:

The Executive Director, York Lethbridge presented the Director's Report to the Commission.

There was discussion surrounding the funding of \$ 57,500 from the Department of Public Works. Rennie Beaver would like to form a Maintenance Committee to address the issue of low funding for maintenance repairs.

Stephanie Smith advised that the Commission review the Public Works assessment figures and follow the Public Works list and make recommendations to request more funding.

A motion was made by John Watson to form a Maintenance Committee. Motion was seconded by Denise Sawlor. Motion carried.

Motion for the Commission to accept the Executive Director's Report was made by York Lethbridge and seconded by Rennie Beaver. Motion carried.

Financial Report:

Lisa Myers presented financial reports for the period ending October 31, 2023.

Motion for the Commission to accept the financial report for October 31, 2023 as presented was moved by Lisa Myers. Seconded by John Watson. Motion carried.

Lisa Myers confirmed that all source deductions have been paid to date.

York Lethbridge presented the 2024-2025 Budget for approval.

Motion for the Commission to approve the 2024-2025 Budget as presented was moved by Rennie Beaver. Seconded by James Fuller. Motion carried.

Correspondence:

None

New Business:

A motion to make a charitable donation in memory of Margaret Wilcox, Wardrobe Supervisor, was made by Meghann Jack. Motion was seconded by Denise Sawlor. Motion carried.

History minute:

Meghann Jack presented a History Minute on the Halifax Explosion and the impact on the Sherbrooke Village area.

Next Meeting:

Date: Wednesday, January 31, 2024, Exhibit Centre 1:00pm.

On the motion of Denise Sawlor and seconded by seconded by Leigh Ellen Walsh the Commission went in-camera at 1:57pm.

Lisa Myers left the meeting at 1:57 pm.

On the motion of John Watson and seconded by James Fuller the Commission came out of camera at 2:10PM.

Motion to issue bonuses to all non-Union staff according to the terms and schedule as listed in the 2023 SRC-NSGEU Local 50 Memorandum of Agreement made by Denise Sawlor. Seconded by James Fuller. All in favour. Motion Carried.

Motion to adjourn made by Denise Sawlor and seconded by John Watson. Meeting adjourned at 2:12PM

Rennie Beaver, Chair

John Watson, Secretary

SHERBROOKE RESTORATION COMMISSION
MINUTES OF MEETING
November 29, 2023
Annual General Meeting

Present: Commissioners: Rennie Beaver, Chair; James Fuller, Vice Chair; Denise Sawlor, Secretary; John Watson, Leigh Ellen Walsh, York Lethbridge, Executive Director, and Lisa Myers, Recording Secretary.

TEAMS: Stephanie Smith, Executive Director, Archives, Libraries & Museums and Meghann Jack.

Call to Order: 1:03 pm by York Lethbridge.

Territorial Acknowledgement

Sherbrooke Restoration Commission would like to begin by acknowledging that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) Peoples first signed with the British Crown in 1725.

Agenda:

Motion to approve the agenda for November 29, 2023 was moved by Rennie Beaver and seconded by James Fuller. Motion carried.

Minutes:

Minutes for the November 30, 2022 AGM were approved during the February 1, 2023 meeting.

Financial report:

2022-23 Audited Financials were approved at the May 24, 2023 meeting.

Election of Officers & Committees:

Rennie Beaver, Chair and James Fuller, Vice Chair will stand.

Rennie Beaver made the motion to elect John Watson as secretary. John Watson accepted the nomination. Motion was seconded by Denise Sawlor. Motion Carried.

Rennie Beaver made a motion to have Leigh Ellen Walsh on the Finance Committee. Leigh Ellen Walsh agreed. Motion was seconded by John Watson. Motion carried.

There being no other business, the Chair adjourned the meeting at 1:08 pm.

John Watson, Secretary

Rennie Beaver, Chair



Report to Council

Member of Council: Courtney Mailman

Board/Agency/Organization: Eastern Counties Regional Library Board

Date Attended: January 18, 2024 **Location:** Mulgrave

Disclaimer: I did not attend this meeting but listened to the recording in order to report back to council.

Agenda Items Discussed:

1. Welcome-Land Acknowledgement
2. Approval of the agenda
3. Minutes of the November 16, 2023 meeting
4. Business arising
 - a) Minister's correspondence
 - *No one has applied for the second seat as a provincial appointee
 - *Laura will start a recruitment campaign and will pass along that package to any board members or municipalities who want to help promote that volunteer opportunity.
5. Financial update
 - a) Summary of financial information
 - b) Income statement
 - c) Grants overview
6. Personnel Committee Report
 - a) LTD benefit-employee engagement results
 - b) Sherbrooke Library Assistant competition
 - Job competition is open until mid-February
7. CEO Report
 - *Feminine hygiene products, adult incontinence products, and diapers are now available at every library location. Pick up is discreet and is open to anyone in the community, not just library card holders. Community organizations can also act as distributors of these products.
8. Municipality of the County of Inverness Presentation-Keith MacDonald (CANCELLED)
9. ECRL by-laws revision

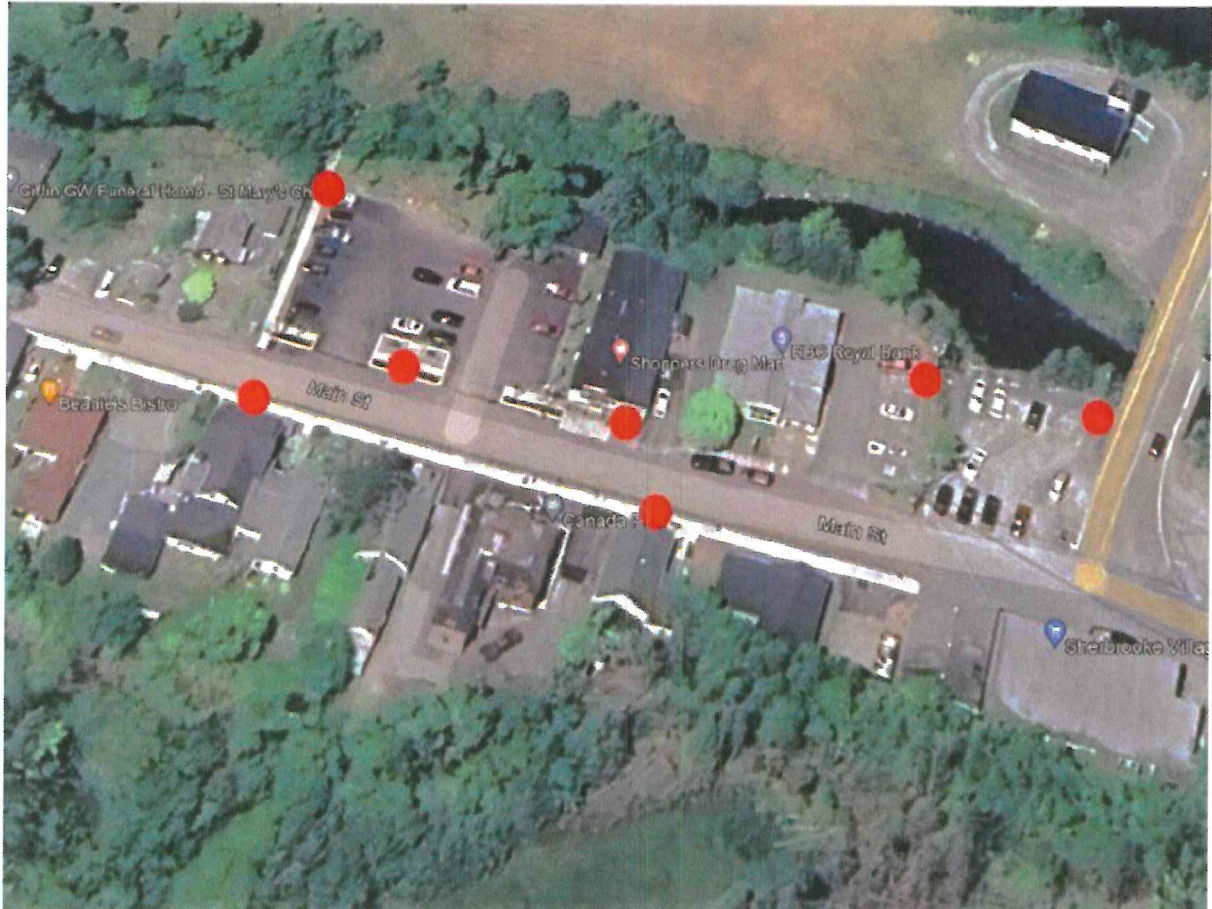
10. LBANS

a) Correspondence

11. Library reports

Key Highlights:

Sherbrooke Public Library Wireless Coverage



10:46

92%

fast.com/#

English (US) Privacy



Your Internet speed is

190 Mbps

Latency

Upload

Unloaded

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Speed

4 ms

14 ms

320 kbps

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Server: [unclear] 140.2.1.1

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18 Mbps

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Server(s) Halifax, CA | Boston, US

Settings 30MB 70MB





10:52

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English (US) Privacy

Your Internet speed is

27 Mbps

Latency

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6 ms

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285 ms

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Speed

26 Mbps

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Server(s) Halifax, CA | Boston, US

Settings 40MB 120MB



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88%

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English (US) Privacy



Your Internet speed is

31 Mbps

Latency

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Speed

30 Mbps

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Server(s) Halifax, CA | Boston, US

Settings 60MB 110MB



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29 Mbps

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6 ms	285 ms	23 Mbps

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Server(s) Halifax, CA | Boston, US

Settings 30MB 120MB





Your Internet speed is
11 Mbps

Latency		Upload
Unloaded	Loaded	Speed
6 ms	320 ms	19 Mbps

Client Sherbrooke, CA 142.227.92.61
Server(s) Halifax, CA | Boston, US

Settings 20MB 80MB



POWERED BY NETFLIX



Your Internet speed is

20 Mbps

Latency		Upload
Unloaded	Loaded	Speed
6 ms	580 ms	25 Mbps

Client Sherbrooke, CA 142.227.92.61
Server(s) Halifax, CA | Boston, US

Settings 60MB 110MB





Report to Council

Member of Council: Beulah Malloy

Board/Agency/Organization: Solid Waste

Date Attended: Jan.23/2024

Location: Zoom

ERSWM Meeting – Tuesday, January 23rd, 2024

ERSWM Compliance Vehicle

- Kevin and I (Tanya) updated the Committee that we received the new truck in December, and everything is going good.

EPR Update

- Tanya updated the Committee that all 5 Municipalities opted into the EPR program at the end of December. No other information was provided as to when the Municipalities will be making they're next decision as to whether to continue with the EPR opt in option.

New Regional Educator

- As of January 22nd, 2024, Ashley Lansley has joined the ERSWM team as a Regional Educator. Ashley has been with ERSWM for 2 summers as an Intern with the Clean Foundation.

ERSWM Vice Chair

- Neil Decoff has accepted the position of Vice Chair for the ERSWM Committee

Next regular ERSWM meeting will be held on Thursday, February 29th, 2024

FINANCE DEPARTMENT

Property Taxation

Interest on overdue accounts was applied in the beginning of January and arrears notices were mailed out. Throughout the month of January staff assisted residents with automatic payment arrangements for accounts past due.

Reminder to Council, Staff and Residents that the 2024 Property Assessment notices will be mailed out by Property Valuation Services Corporation on January 8th, 2024 and the appeal date ends on February 9th, 2024. The Capped Assessment Program (CAP) rate for the 2024 Assessment Roll, based on the Nova Scotia Consumer Price Index (CPI), is confirmed at 3.2%. If a property owner wishes to appeal their assessment, please follow the instructions located on the assessment notice or visit www.pvsc.ca or phone 1-800-380-7775 for assistance. Reminder that PVSC must receive signed appeals by 31 days from the date the Property Assessment Notice was mailed. At a COTW in January a staff report will be provided to council on an overview and comparison of the 2024 assessment roll to the 2023 assessment roll.

Property Taxes Collected

By fiscal year as of January 31st, 2024

- ☐ 2023-2024 Taxes – 95.27% Collected
- ☐ 2022-2023 Taxes – 97.00% Collected
- ☐ 2021-2022 Taxes – 98.5% Collected

Financial Statements and Reporting

Completed monthly bank reconciliations/ financials and prepared reports along with processed accounts payable, receivables and various invoicing as required. Completed the 3rd quarter HST remittances. Continuation of the five-part series of training sessions on HST put on by the CRA and organized by the Association of Municipal Administrators. Assisted CAO and Director of Public works with grant applications for EMO center. Began 2024-2025 budget preparation work with the following items: development of a staff/department priority and planning worksheet template, staff report to council for the 2024-2025 Property Tax Low Income Tax Exemption, staff report to council for the 2024-2025 budget deliberations timeline, staff report to council for the 2024 Property Tax Assessment Roll Comparison and staff report to council on the 2024-2025 Uniform Assessment.

Committee/Policy Work

Continued work and attended regular meetings as a board member on the Association of Municipal Administrators. At the last AMA board meeting representatives from Department of Municipal Affairs were in attendance and confirmed that for 2024-2025 municipalities would not be financially responsible for housing or corrections expenses as a mandatory expense. Attended a Provincial Policing Service meeting regarding quarterly updates to Councils. The meeting reviewed what the quarterly updates and future engagements will entail.

Human Resources

Completed bi-weekly and monthly payroll procedures and remittances. Completed staff schedules, position interviewers/interview packages and follow up, orientation binders, timesheet summaries, ROE's, as needed/required. Vacancies existed within finance department during the month of January therefore finance staff backfilled positions.

RECREATION DEPARTMENT

Community Library Boxes

Six library boxes have been built and delivered to the Municipal Office. Staff continue to work on finalizing locations for library boxes to be installed. A location has been confirmed in the following communities: Ecum Secum, Liscomb, Indian Harbour Lake, and Goshen. A CDR staff member is attending a meeting at the Greenfield Oldsters Club in February to discuss the placement of a box at the facility. Staff are working on determining a location for a box in Sonora. Six library boxes were built in total as Port Bickerton and Sherbrooke already had a library box in place. Public works and CDR staff are working on a plan for installation in the spring when the ground is no longer frozen.

Before and After Program (BAP)

The Before and After Program is averaging 6-8 participants per day to the end of January. Attendance is expected to jump significantly over the next number of months as seasonal employment begins. The Municipality's Before and After Program Grant Application has been approved and received, and a Before and After Program Inclusion Grant has been submitted to support the specific needs of our program.

The following is a piece that was written about the Before and After Program for the February issue of the Municipal Newsletter:

The Before and After Program is a provincially funded program that takes place in the Kids First Room at St. Mary's Education Centre & Academy in the afterschool time period. BAP, as it is known, gives families a safe and reliable childcare option in an environment that they are familiar with. The program costs \$7.50 per child, and a provincial subsidy is also available to families who need it. When asked, participants said some of their favourite things about the program were: "eating yummy snacks, playing, making crafts (especially for the community), and playing outside". One parent described the program as helpful in times of need, "I feel safe knowing that, in a pinch, (my daughter) can stay there until I can come pick her up." Another parent said that program staff are accommodating and make the program enjoyable, "Staff breath belief and encouragement into the children, while also holding the line." One staff member laughs when explaining why they enjoy working at the program, "When a parent comes to pick up their child, and the child begs to stay, that's how you know you have done a good job." In addition to great staff, BAP is made successful by a great working relationship with SMECA Staff. Of the program, administration says "the BAP program is an excellent addition to what we can offer the community as far as extra programming for students."

CAO Report

January 2024



The Municipality is proud of the success of the Before and After Program and are thankful for the province's support and the funding that allows the program to take place. If you would like more information on this program, please contact Kerri Jack at 902-522-2598 or kerri.jack@saintmarys.ca.

CAO Report

January 2024



Program	Description	Time
Before and After Program	Childcare program that takes place in the Kids First Room at SMECA for children in grade pre-primary to six. Cost is \$7.50 per day.	Monday to Friday, 2:30-6pm throughout academic year
Family Recreation Night	Program for the entire family. Open gym in the SMECA gymnasium, do-it-yourself crafting in SHOPS room, and parents only circuit training in the fitness centre. This is a free program.	February 5 th , 12 th , 26 th from 6-7pm
Learn to Skate	Skating program for children ages 3+ taking place on Saturday mornings at the Recplex. Program cost \$50, with financial support available through Canadian Tire Jumpstart.	Saturday, 9-10am for 5 weeks starting January 27 th
3V3 Hockey	After-school recreational hockey program for students in grades 7-12. Free Program.	Thursdays, 2:45-4pm starting February 8th
House League Hockey	Skill building hockey program for children ages 5-13 years old at the Recplex. \$100 registration fee and \$50 jersey deposit, with financial support available through Canadian Tire Jumpstart.	Thursday evenings from 6-8 pm and Saturdays from 10 am-12 pm for duration of Recplex season
Adult Hockey	High paced, competitive hockey program for ages 16+. Teams are sponsored by: Smokey Hollow General Store, Sean Ashe Forestry and Sanctuary Shore General Store. \$200 for the whole season.	Wednesday evenings from 7-9 for the duration of the Recplex Season.
Senior Socials	Hosted by non-profit organizations and take place in 8 communities throughout St. Mary's. Funded through the Community Development and Recreation Department. All socials are created differently, based on a community's capacity and needs. Often feature food & drinks, guest speaks, games, crafts, and social time. Free event for all.	Schedule varies throughout Municipality

St. Mary's Active Transportation Plan

To date, UPLAND Planning and design has completed phase one, discovery and phase two, communications strategy resulting in two documents; a "Background Analysis Report" and the "What we Heard" report. The project is now in phase three; plan development.

The draft report will be presented at the COTW meeting on Feb 21.

Programming: Programs upcoming in February:

1.) Senior Socials

Annual funding for Senior Social events has been sent to community partners in 8 communities in St. Mary's. Those partners are: Sonora/St. Mary's River Community Centre, St. Paul's Willing Workers (Port Bickerton), Indian Harbour Lake/Jordanville Community Centre, Greenfield Oldsters Club, Goshen Community and Recreation Centre, Liscomb Legion, Ecum Secum Community Park and the newest partner SHOPS. SHOPS will begin hosting events from their space as there has not been a consistent host for the community of Sherbrooke. The Municipality has worked with individual seniors at Maple Manor to support one-time events over the years but has not been able to support the hosting of socials on an on-going basis because there is no non-profit organization to partner with. SHOPS has agreed to take on the hosting of an annual turkey dinner for the Maple Manor and will work with volunteers to determine the best time and location for that event. Staff have also reached out to volunteers with the Sunshine Seniors Club in Ecum Secum to determine how the Municipality can support their programs moving forward. Staff are in communication with volunteers with all of these organizations to assist in planning for guest speakers on topics of interest to seniors who attend the social events. Organizations have been asked to poll their participants and gather information to help in determining what additional ways the Municipality can support senior programming in the community.

2.) Municipal Volunteer Appreciation Event

The Municipality's annual volunteer appreciation event will take place on February 21st from 6:30-8pm. The event will be open to all volunteers in St. Mary's, with invites being sent directly to non-profit organizations by email and calling those organizations directly with the event information. The event will take place at the Exhibit Centre in Sherbrooke Village and will feature light refreshments, entertainment and the formal presentation to the Municipality's 2023 Volunteer of the Year, Mike Porter. Staff will be working with Mike's fellow volunteers to identify a meaningful way to acknowledge the designation. Locally made jams and jellies will be handed out to attendees as a thank you for their hard work.

Because of the format used to select the Volunteer of the Year, there will be no other direct presentations for volunteers. In lieu, staff will be identifying some volunteer success stories from organizations both within the Municipality and outside. These organizations will be invited to make a short presentation, in hopes that volunteers can gain ideas, learn promising practices and network to continue to learn from each other.

3.) House League Hockey Program

Participants continue to register for the house league hockey program with two more families registering children in the month of January. The additions bring the total program participants to 42. Staff are working on a grant through Sport Nova Scotia to purchase a set of rink dividers for the program, which will also be available for additional programming needs at the St. Mary's Recplex.

4.) Rink Revitalization Fund

Municipal staff within the Community Development and Recreation Department, Public Works and administration are working together to complete a grant for the St. Mary's Recplex. The Rink Revitalization Fund assists rink operators with capital improvements specifically for arenas. Please see staff report for more details on the opportunities for capital improvements that fit within the grant parameters.

5.) St. Mary's Fitness Centre

The St. Mary's Fitness Centre has had an influx of members join in January. Weekly orientations have been scheduled to complete on-site orientation requirements for members.

Workplace Wellness Program

Staff shared and participated in a webinar with all available municipal employees about Blue Monday, which gives strategies for positive mental health. This webinar was hosted by AMANS. Wellness initiatives will continue to be developed and offered through the Community Development and Recreation Department, led by the Active Living Coordinator.

St. Mary's Recplex hosts SMECA

The department hosted students from St. Mary's Education Centre/Academy for two sessions of curling in January. Faculty brought a group of grade 10 students on two different occasions, as well as the grade 9 and grade primary classes. These sessions were supported by funding received through the Active Communities Fund. Staff are working with faculty to offer additional sessions in the coming months. This may include giving an opportunity for students to try the Municipality's new sledges that have been added to the Recplex equipment opportunities. Two different sized sledges were purchased through a Recreation Nova Scotia Equipment Loan Program grant.

St. Mary's Winter Festival

The Community Development and Recreation Department traditionally plans a winter focused event in February or March each year. Due to waning attendance and department capacity, staff have restructured this event from a one-day event with multiple in person activities, to a weeklong festival with both in person and self led winter activities. The St. Mary's Winter Festival will take place during the last week in February, from the 23rd to the 29th. Staff are working with several community organizations to work together to offer activities. Activities will include a community movie event, a winter carnival themed free skate, a winter reading challenge, launch of a winter walking challenge, geocaching, and both curling and skating events for students at St. Mary's Education Centre/Academy. An advertisement for the festival is included with this report.

ST. MARY'S WINTER FESTIVAL

FEBRUARY 23-29TH

THE MUNICIPALITY OF THE DISTRICT OF ST. MARY'S IS HOSTING A WEEKLONG WINTER FESTIVAL THIS YEAR! THERE WILL BE PUBLIC EVENTS, CHALLENGES TO COMPLETE ON YOUR OWN, INFORMATION AND EDUCATION & RESOURCE SHARING AND LOTS OF FUN!



ACTIVITIES:



Subject to change, more details to be announced



Friday, February 23rd: Indoor Movie Showing
(title, time & location to be announced)

Saturday, February 24th 12:30-2:30pm: Winter Carnival Themed
Community Free Skate and Fun at the St. Mary's Recplex

Wednesday, February 28th - SMECA Curling at the Recplex

Thursday, February 29th - SMECA Skating at the Recplex

SELF LED ACTIVITIES:

Winter Reading Challenge - Youth are invited to read winter inspired books during the festival for a chance to win a prize.

Winter Geo-Caching - Use your favourite Geocaching app to find our newly hidden winter themed caches throughout St. Mary's

Winter Walking Challenge Launch - Sign up for our winter walking challenge and track your steps for a chance to win prizes. Participants who register during the Winter Festival will be entered to win an early-bird prize



ADDITIONAL DETAILS WILL BE ANNOUNCED LEADING UP TO THE START OF THE ST. MARY'S WINTER FESTIVAL. IF YOU WOULD LIKE MORE INFORMATION OR TO GET INVOLVED, CALL 902-522-2598.

PUBLIC WORKS

Training and People Development:

Brennan MacKay has obtained the level 1 Water Treatment Operator ticket and on December 11, 2023 wrote his Level 1 Wastewater Treatment Operator ticket and has passed this exam. With this ticket obtained, in the instance of the Director of Public Works (ODRC of water and wastewater) is absent, Brennan is now qualified to be the acting ODRC until the return of the Director of Public Works. Tim Wilson will be writing his Level 1 Water Treatment Operator ticket in February of 2024.

Sherbrooke Water Utility:

Public works has been working diligently to try to increase the efficiency of the Water Treatment Facility. Public Works have installed a new space heater for the chemical room at the water treatment facility. Public Works have received a new chemical pump as a spare pump. Public Works has also received two of the three new cushion tanks. Installation will take place this week.

Sherbrooke Sewer Treatment:

Public Works continues to monitor the equalization pumps at the sewer treatment facility. Public Works have installed new UV lights and bulbs. Public Works are also coordinating with Partner Construction and BL environmental to repair the Village lift station. This repair was supposed to occur on Tuesday February 6, 2024 but because of the significant snow storm on the weekend, the repair will now take place on Wednesday February 14, 2024.

Construction and Debris Services Planning (C&D):

The Municipality continues to investigate solutions for our suspended C&D service. Meetings with the province department of environment and climate change for provincial advise are being planned for February.

Recplex Facility:

Public Works staff are currently working within the Recplex to ensure the ice is at the best quality possible. Public Works has had a company come and inspect the low water level switch on tank 2 of the sprinkler system. It was reported that the mercury switch within the float had been installed backwards by a company who had done previous work. Public Works are in the process of having the alarm system put online to allow communication with the fire department in the case of an emergency.

ECONOMIC DEVELOPMENT

Eastern Shore Flood Line Mapping

The Nova Scotia Department of Municipal Affairs and Housing is supporting municipalities with flood mapping projects under their Municipal Flood Line Mapping program. Phase 1 project area with measuring, modeling and mapping encompassed the coastline of the Eastern Shore from Ecum Secum to the Canso Causeway. The Final Report, data, model, and flood maps for phase 1 have been completed and submitted to St. Mary's by CBCL Limited.

Phase 2 of the Flood Line Map Project, which extends into the watershed level, has been recently announced by the province. Phase 2 is fully funded and lead by the province. A link is now live for stakeholders and the public to add valuable input. This link will be available until February 16, 2024. Hydrological modelling of watersheds, along with precipitation and climate change analysis, model sensitivity analysis, Model Quality Assurance and Quality Control and relevant By-law review are underway.

Housing:

Update for Recommendations on Housing from the Land Development Committee: Staff are currently waiting for response from CMHC and Government of Canada's Housing Accelerator fund application. Correspondence between Council and Minister Fraser's Office is continuing to ensure appropriate steps and actions are occurring. Staff participated in meetings to transition the Guysborough County Housing Network into a non-profit housing association. This aligns with the recommendation to identify & foster suitable partnerships with non-profit housing associations. Staff are preparing for infrastructure readiness assessment project(s).

Guysborough County Housing Network (GCHN)

Meetings to transition the Guysborough County Housing Network into a non-profit association were held on December 5, 2023 (virtual) and January 9, 2024 (in-person). The GCHN is still aiming to have representation from St. Mary's on the new Board Executive. After the transition and registration with Nova Scotia Joint Stocks the new board can receive funding to implement a housing resources website for Guysborough County and related housing projects. New members from St. Mary's are welcome to join the network and executive board positions. Contact Nancy O'Regan for details nancy@oreganprojects.com.

Source Water Protection Plan

Protecting the sources of our drinking water is a cornerstone of *A Drinking Water Strategy for Nova Scotia*. The strategy provides the framework for managing drinking water supplies across the province using a multiple-barrier approach to clean, safe drinking water. The new Source Water Protection Advisory Committee has started the review process on August 14th, 2023. The Committee has met on September 11, 2023 and will require at least two additional meetings prior to plan completion. The feedback from the advisory committee will be incorporated into the Source Water Protection Plan with a final version of the plan expected by the end of March.

Tourism Guysborough County Association

The board of the Tourism Guysborough County Association (TGCA) is awaiting data from Tourism Nova Scotia's Voice of the Visitor program. The questionnaire has been released to past visitors for their

feedback. The VisitGuysborough.ca website is undergoing updates in partnership with Guysborough Business Development Partnership. Funding (\$15,000) has been awarded through the Nova Scotia Tourism Digital Assistance Program (TDAP) to Tourism Guysborough County Association to assist with digital adoption including Website Design & Development, Copywriting, Photography, Search Engine Optimization (SEO) and Online Booking which will highlight all communities in Guysborough County. A physical & digital asset inventory has been created to determine gaps and funding focus, initial photography and copy writing is complete. The first layout and functionality review was held for January 5, 2024. Additional reviews and content additions are scheduled for February with the aim for launch prior to tourism season.

The Tourism Guysborough County Association board meeting and AGM was held January 16, 2024, at Seawind Landing Country Inn, Charlos Cove. New executive board members elected include members from St. Mary's namely, Brian Gary, Chair, Port Bickerton and Area Planning Association; Lanny Boyer, Watermill Grove Lavendar Farm; Scott Beaver, President, St. Mary's River Association.

CMHC – Expert Community on Housing (ECoH) Atlantic Community of Practice

The Expert Community on Housing, or ECoH, is a diverse, collaborative community working together to scale housing solutions. This network includes leaders and collaborators from both inside and outside the housing sector. The Atlantic Community of Practice was developed as a result of the CMHC Housing Accelerator Fund (HAF) information sessions that were not only informative but cooperative. After participation in the HAF sessions, the Economic Development Officer applied and was invited to join the CMHC ECoH- Atlantic Community of Practice to contribute and collaborate on housing solutions. An initial meeting was held in December with feedback to determine the best use of the platform, resources and community and in January to review findings. The ECoH - Atlantic Community of Practice is helping to test and transition the ECOH platform from a resource and webinar hub to a virtual collaboration hub. This hub will also help CMHC collect valuable information that's generated at the community level, understand community needs and carry that knowledge into their work.