



## **NOTICE**

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

**DATE:** Wednesday, May 1<sup>st</sup>, 2024

**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 Agenda

Wednesday, May 1<sup>st</sup>, 2024 at 4:00pm

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*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 April 17<sup>th</sup>, 2024.
6. Business Arising from Minutes
7. Correspondence:
  - a. Thank you letter from St. Mary's Shooter Association
  - b. Renewal Canada Community - Building Fund Agreement Update
  - c. Whale Sanctuary – Oceans Day
8. Other Matters of Business
  - a. Review June Council Meeting dates

Adjournment



# Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, April 17<sup>th</sup>, 2024

*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, April 17<sup>th</sup>, 2024, at 4:00 p.m. in the Council Chambers, Sherbrooke, N.S.

## 2. Attending:

Deputy Warden James Fuller  
Councillor Everett Baker

Councillor Courtney Mailman  
Councillor Beulah Malloy

## Absent with Regrets:

Warden Greg Wier  
Councillor James Harpell  
Councillor Charlene Zinck

## Also Attending:

Doug Patterson, Chief Administrative Officer  
(CAO) Marian Fraser, Director of Finance (DOF)

## 3. Additions to the Agenda:

- There were no additions to the agenda.

## 4. Approval of the Agenda:

*On the motion of Councillor Malloy, and seconded by Councillor Mailman, Council approved the agenda with the additions.*

***Motion approved.***

## 5. Approval of Minutes:

*On the motion of Councillor Mailman, and seconded by Councillor Malloy, Council approved the minutes of the COTW Meeting held April 3<sup>rd</sup>, 2024.*

***Motion approved.***

## 6. Business Arising from the Minutes:

- There was no business arising from the minutes.

## 7. Correspondence:

- There was no correspondence.

## 8. Presentation:

N/A

## 9. Other Matters of Business:

### **a. Tender Award: Water Plant Aeration System (DAF System)**

- See the attached staff report.
- Public Works has received one bid from the DAF system tender. Sansom Equipment Limited was the only company to submit a bid on this tender. The price submitted for this tender is \$73,400 plus HST.

*On the recommendation of Councillor Baker and seconded by Councillor Malloy the municipal council approve the tender bid from Sansom Equipment Ltd., to replace the saturation tank to ensure the utmost quality of drinking water provided to the customers at the price of \$73,400 plus HST.*

***Recommendation approved.***

### **b. Funding Opportunity: Flood Mapping Digital Tools**

- Economic Development Officer (EDO) Denise Dunn informed Council of the Nova Scotia Department of Municipal Affairs and Housing supporting municipalities with flood mapping projects under their municipal flood mapping program.
- Phase 1 project area with measuring, modelling and mapping encompassed the coastline of the Eastern Shore from Ecum Secum to the Canso Causeway.
- Phase 2 is fully funded and led by the province, which extends into the watershed levels, the first draft was completed and shared with stakeholders.
- The report will be included in the provincial flood line mapping program slated for release in 2027.

*On recommendation of Councillor Mailman and seconded by Councillor Baker to direct staff to send a letter to Nova Scotia Municipal Housing and Affairs Senior Planner to request full funding for a 3D Digital Flood Mapping Product and to direct staff to obtain quotes to support the letter and additionally directs staff to arrange a presentation to Council explaining the 3D Digital Mapping Products.*

***Recommendation adopted.***

### **c. Visit Guysborough County Tourism Website (verbal and onscreen view)**

- Visit Guysborough County Tourism Website (verbal and on-screen view) - funded on the basis that it will cover the full county of Guysborough. In the current process of editing and feeds from the St Mary's business directory.  
The Economic Development Officer walked Council through the website and asked for feedback during the soft launch process.

### **d. Advertising/Public Message Plan**

- Advertising/Public Message Plan  
Capture the main ones within the external advertising and acknowledge then acknowledge all of them within the municipal newsletter.
- Christmas, Remembrance Day, New Years, Canada Day, Truth and Reconciliation, and African Heritage Month are going to be ad submissions made to the Guysborough Journal. All other holidays will be advertised in the Municipal Newsletter.

*On motion of Councillor Mailman and seconded by Councillor Baker, Council directs staff to participate in the Christmas, Remembrance Day, New Years, Canada Day, Truth and Reconciliation, and African Heritage Month Ad campaigns with the selected advertisement publisher that Council approved and to direct the Municipal Clerk to follow up with executing the Ad submissions.*

**Recommendation approved.**

**e. Re-schedule June 5, 2024, COTW due to schedule conflict**

- Review on May 1<sup>st</sup> COTW which dates work best for all Council.

**10. In Camera: Legal, Contract Negotiations**

*On motion of Deputy Warden Fuller and seconded by Councillor Harpell, Council moved In-Camera session at 4:31 p.m.*

**Motion approved.**

*On motion of Councillor Malloy and seconded by Councillor Mailman, Council reconvene to regular session at 4:45 p.m.*

**Motion approved.**

**Adjournment**

*On motion of Councillor Baker, and seconded by Councillor Mailman, there being no further matters of business, Council adjourned at 4:35 p.m.*

**Motion approved.**

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Recorded By  
Marian Fraser, Director of Finance

Approved By  
Warden Wier

Box 12, 145 Copper Lk. Rd.  
Cushon, N.B.  
BOHIMO

To G. Malloy, Dist 4  
Box 296,  
Shirebrooke, N.B.  
BOT 300

Dear Warden & Councilors: On behalf of  
the St. Marys Shooters Association I would  
like to thank you for the grant to our  
organization. This will help us to keep our  
buildings and infrastructure on the DNRR  
range 9240 Hwy. 7 in good condition, as  
our range use agreement requires.

Thank You

John Day President SMSA

April 19, 2024

Chief Administrative Officers  
Town Clerks

Dear CAOs and Town Clerks:

As you are aware the 2014-2024 Canada Community-Building Fund (CCBF) agreement expired March 31, 2024. I am writing to provide you with an update on the renewal of the CCBF.

In coordination with the Nova Scotia Federation of Municipalities, the Province continues to work diligently with the Federal Government on the new 2024-2034 CCBF agreement negotiations. All provinces and territories have been presented with changes to the CCBF program that are largely a result of the Federal Government's commitment to tying new infrastructure investments to actions that will, in their view, increase the supply of housing. The Federal Government will require some municipalities to provide housing needs assessments to access federal funding opportunities.

In 2022, the Department of Municipal Affairs and Housing (DMHA) launched a province-wide housing needs assessment (HNA) process to better understand the housing demand in local communities. HNAs were completed for and shared with all municipalities in 2023 and can be leveraged to meet federal requirements. Informed by the HNAs, DMAH released the Our Homes, Action for Housing plan in 2023. This plan was created to guide the provincial commitments to support the development of more housing and to complement federal and municipal initiatives.

Both of these initiatives position the Province and municipalities well regarding the new CCBF agreement.

I would also like to take this opportunity to remind municipalities that until a renewed CCBF agreement is signed, any unspent funds and any interest earned thereon held by municipalities, that have not been expended as of March 31, 2024, will nevertheless continue to be subject to the 2014-2024 CCBF Municipal Funding Agreements (MFA). Once the new Federal/Provincial CCBF agreement is signed, we will send out new MFA's that cover the program parameters and will schedule information sessions to ensure a clear understanding of the new agreement.

We are working hard to ensure that there is no interruption in the flow of CCBF funding to municipalities, however, taking the time to ensure the agreement is in the best interest of all parties is paramount. If you have any questions, please feel free to send them to the program email at: [CCBF@novascotia.ca](mailto:CCBF@novascotia.ca).

Regards,



Byron Rafuse, FCPA  
Deputy Minister

## St Mary's (First-Ever!) Ocean Day Celebration

### PREAMBLE:

While Whale Sanctuary Canada has participated in other communities' Ocean Day celebrations in the past (Lunenburg in 2022, Lunenburg and Halifax in 2023), we are beyond excited to build our capacity and partner with local organizations, businesses, and the municipality to bring Ocean Day to the rural, eastern shore of St Mary's for the first time ever in June 2024! We will host an afternoon of events in the heart of the municipality where our Whale Sanctuary Visitor's Center is centrally located and which already serves as a local hub for all things ocean education, and where families know to come year-round for youth and student engagement.

Where Ocean Day has never been celebrated in our community before, we are envisioning an afternoon made up of events to ensure we can reach as many people and their diverse interests as possible. We are planning the day to appeal to as many different demographics and age groups as we can. Everything will be free, educational, accessible, and as immersive as possible, with free food, ocean-friendly prizes, and take-home materials so folks can keep learning about the ocean long after they depart.

Our St Mary's Ocean Day will be hosted on June 1, 2024, so that our team can similarly attend the Ocean Day celebrations being simultaneously held in Halifax and Antigonish. We have a small team, and it's not feasible to be in three places at once! This way, we can give our community the special focus it deserves for its first-ever Ocean Day celebration before we go celebrate in other neighboring communities.

### PROGRAM:

Join WSP and the community for the first-ever "Ocean Day Family Festival" where we will have our entire outdoor property set up with booths to host local ENGOS, local students' ocean projects, ocean-focused community businesses, fisherfolk, and more. It will be an opportunity for community members near and far to connect with our broader ocean community and the people behind them. We will also have lots of youth-appropriate ocean-themed games set up in the yard where families and youngsters can learn about our local marine ecosystem, local biodiversity (including whales) and more through play and immersive, fun activities. We will also have the Whale Sanctuary Visitor's Centre open for tours so folks can learn more about our project, ask questions, and express their ideas. The Ocean Day Family Festival will feature face painting, refreshments and lots of youth-focused arts and crafts (e.g. button machine, headbands, coloring kits). Everyone who attends will have their name entered for an ocean-friendly door prize and will go home with an information package so that they can continue to learn about the ocean and access resources after the event.



Our activities will be organized and led by WSP and Community Coordinator and Communications Assistant, Amy Simon, and our dedicated team of local volunteers. We will begin engaging with not only the local municipality, the nearby university (St FX), other local ENGOs, and ocean-focused businesses and representatives to help sponsor, communicate, and execute the celebrations. Major tasks will be to: 1) identify all interested ENGOs/companies/etc. to participate/sponsor, 2) create/order all decorative materials, information packages, and prizes, 3) develop volunteer schedule, 4) develop posters/communications and disseminate, 5) celebrate the Ocean (June 1)!

We will also be creating a group of student ambassadors to help us throughout the day and help spread the word leading up to Ocean Day in their schools and with their peers. We will also engage a local event photographer to help us capture the day and all the smiles for this first-ever St. Mary's Ocean Day celebration.

Our plan is to promote the event through locally posted flyers, segments on the local radio stations, in our local newsletter, on the Municipality's website, and our own social media and website. We will encourage all our event partners and sponsors to share on their own socials, and with the team of student ambassadors have posters up in the local schools.

The WSP would love to cohost this event with the Municipality and offer St. Mary's first Oceans Day Festival. Any funding provided will go directly towards off-sets of materials not staff time or operational costs. We hope that you would consider joining us in offering this exciting event to our local area.

Thank you for your time,

Amy

Items + Approximate cost:

Sensory bin : \$200

Game prizes: \$150

Face painting (to pay artist): \$180

Door prizes: \$150

Refreshments: \$200

Button machine \$400

Art and crafts: \$250

Decorations: \$350

t-shirts: \$200

Refreshments for volunteers: \$150

Kids information kits: \$250

Misc: \$300