



NOTICE

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

DATE: Wednesday, May 29th, 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 29th, 2024 at 4:00pm

We acknowledge that we are gathering in Mi'kmaq 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 May 15th, 2024
6. Business Arising from Minutes
7. Correspondence: Stan Rogers Folk Festival Letter
8. Presentation:
Active Transportation Draft Plan: Presented by Upland Planning & Design Inc.
9. Other Matters of Business
 - a. RecPlex and Library Accessibility Project Tender Award
 - b. Housing Initiatives
 - c. Annual Tax Bills: Verbal Update
 - d. Council Discussion: Review of St. Mary's Resident Ambulance Service Needs
 - e. Construction and Demolition: Theoretical Cost Scenario
 - f. Agreement Renewal: Colchester Recycling Agreement
 - g. Vulnerable Persons Registry Update
10. In-Camera: personnel

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, May 15th, 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, May 15th, 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 James Harpell

Councillor Courtney Mailman

Councillor Beulah Malloy

Councillor Charlene Zinck

Absent with Regrets:

Also Attending:

Doug Patterson, Chief Administrative Officer (CAO)

Marian Fraser, Director of Finance (DOF)

Jadzia Graham, Interim Municipal Clerk

Denise Dunn, Economic Development Officer (EDO)

3. Additions to the Agenda:

- Addition of 7d. Access Awareness Week
- Addition of 7e. Ocean's Day – Whale Sanctuary

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

On the motion of Councillor Malloy and seconded by Councillor Zinck, Council approved the minutes of the COTW Meeting held May 1st, 2024.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- There was no correspondence.

8. Other Matters of Business:

a. Audit Process

- Marian Fraser, Director of Finance (DOF) informed Council of the 2024 Audit process.
- Some highlights she included was the Audit Service Plan.

b. Tourism levy

- See the attached staff report.
- Coastal Nova Scotia has requested a Tourism Levy be added to fixed-roof accommodations in Guysborough County as per their presentation at the January 17, 2024, Committee of the Whole meeting.
- The marketing Levy was an item on the Joint Council Meeting with the Municipality of Mulgrave and Municipality of the District of Guysborough and Municipality of the District of St. Mary's on April 10th, 2024. It was recommended that the municipalities in Pictou, Antigonish, and Guysborough Counties adopt a consistent municipal by-law to enact the tourism levy.

On recommendation of Councillor Harpell and seconded by Councillor Baker, Council agree that the levy be investigated by Council with appropriate consultation conducted with all fixed-roof accommodation providers.

Recommendation adopted.

c. Volunteer of the Year Award

- See the attached staff report.
- Jadzia Graham, Interim Municipal Clerk advised council every year The Municipality of the District of St. Mary's has put out a nomination form for residents to nominate someone within their organization/community who has shown exceptional volunteerism. The municipality will hold its annual Volunteer Appreciation Event in the Fall. The event celebrates the accomplishments of volunteers within the municipality, including a formal presentation to the Volunteer of the Year.
- Council picked 2 people out of the nominees and whoever got the most number one votes, is the winner, if they do not want to be recognized, the runner-up will be picked..

On recommendation of Councillor Baker and seconded by Councillor Malloy, Council agrees to select Ray Jordan as the 2024 St. Mary's Municipal Volunteer of the Year.

Recommendation adopted.

d. Access Awareness Week

- Jadzia Graham, Interim Municipal Clerk informed Council that May 26th, 2024 to June 2nd, 2024 is National Access Awareness Week, Municipalities will be sharing their Accessibility Plans, and information on how to make St. Mary's more accessible and promote inclusivity.
- The Municipality has been sent 2 accessibility flags, buttons, and informational brochures to hand out at the Municipal Office to promote a more accessible St. Mary's.

e. Ocean's Day – Whale Sanctuary

- On June 1st, 2024, The Whale Sanctuary is going to be holding its first Ocean's Day to advertise and promote education on the ocean. The event is going to be hosted by the Whale Sanctuary Project (WSP) with free admission and hold many different events to ensure the appeal for all demographics.

9. In-Camera: Contract Negotiations & Legal

On motion of Councillor Malloy and seconded by Councillor Zinck, Council agree to move In-Camera for Contract Negotiations and Legal.

Motion approved.

On motion of Councillor Baker and seconded by Councillor Mailman, Council agreed to return to regular session at 5:47 p.m.

Motion approved.

Adjournment

On motion of Councillor Harpell, and seconded by Deputy Warden Fuller, there being no further matters of business, Council adjourned at 5:48 p.m.

Motion approved.



Esteemed Council,

My name is Steve MacIntyre. I'm the Artistic Director of the Stan Rogers Folk Festival and it is my pleasure to make your acquaintance today. Stanfest, as it is affectionately known, is a long-running and much loved folk festival that takes place annually in Canso, NS. The team, along with its founder, Troy Greencorn, is approaching its 30th year of operations.

Born of trying economic times, Stanfest has flourished in its small corner of Northeastern Nova Scotia, providing vital access to music and the arts, and a much needed economic boost to the whole of Guysborough County. The economic impact of Stanfest was measured in a 2015 Steam Report which calculated that 3.18 million dollars was injected into Guysborough County as a direct result of the Stan Rogers Folk Festival. The festival has presented artists from all over the world and has done so with a focused attention on songwriting and artistic integrity.

Like any event of this magnitude, Stanfest has not been without its share of challenges. The last ten years have seen two pandemic years, two washouts due to rain, and one full cancellation in the face of an oncoming hurricane. After last year's festival, one that saw record rainfall and several fatalities in our province due to flooding, the Stanfest team gathered to weigh its options. After careful consideration and consultation with our board, we chose to tweak our camping model, extending the event, and including community venues across Guysborough County. Each of these venues presents us with a fixed-roof option, provides the venues themselves with opportunities to generate revenue, and gives the broader business community a chance to capitalize on the influx of people these shows will create. It also allows us to extend our footprint, highlight multiple communities throughout the county, and keep our audience in the area for much longer. We recognize that Stanfest is an event that has become an annual pilgrimage for many so we're not changing things abruptly but, rather, using this first year as a slow rollout of bigger things to come! Beginning on the Monday before our regular onsite festival, we are calling this 'the Stanfest Roadshow', and are excited to introduce it to you and to our attendees.

Our goal is to ultimately introduce this new 'distributed' model over a period of three to five years. In order to do this, we are studying successful events the world over and carefully considering our approach. We have identified several festivals to emulate (The Celtic Colours International Festival, The Tonder Festival in Denmark, The Shetland Folk Festival, The Festival of Small Halls in PEI, The Kerrville Folk Festival in Texas etc.) These festivals are all unique, all long standing, and all thriving. When approached in the right way, the things that seem like barriers can become the cornerstones of an event's success and we feel that this will be the case with us going forward.

We also think that it is important that you, the District of St. Mary's, consider becoming a partner. The best relationships are mutually beneficial ones and keep a keen eye on economic and community development. I think we can both see the value of a strong partnership. I propose today that an investment between \$1500-\$2000 be considered by your council. This would allow us to program a very special event in the church at Sherbrooke Village. Stanfest has a wide reach through its print and social media, website, and onsite signage, and would be happy to display your logo at every opportunity. We would also invite members of your board to be our guests at the Sherbrooke event on July 24 which will feature local resident Max MacDonald, and beloved songwriter, Dave Gunning.

In closing, I wanted to thank you for your time and consideration today. Any opportunity to grow together should be viewed as a special one, and what could be more special than the smiles on the faces of our residents which this partnership is sure to provide. We wish you well as we look forward to a healthy and prosperous summer.

Kind regards from the staff and board at Stanfest,

Steve MacIntyre

Accessibility Upgrade of Facilities

Accessibility Upgrade to Recplex and Library

SUMMARY

It was identified by staff that the doorways at the Recplex and Library did not meet accessibility standards for a barrier-free path of travel.

BACKGROUND

In the fall of 2022, the Municipality of the District of St. Mary's applied for funding to upgrade the St. Mary's Recplex and the Sherbrooke library doors to create barrier-free paths of travel. This project would include the replacement of some doors and doorways, with the addition of the automatic openers to enable easier access for all residences. In the spring of 2023, the Municipality of the District of St. Mary's received the funding to proceed with this project. Public Works has recently published a tender for the replacement of the doors and the installation of the automatic openers and have received one bid for this tender.

CONSIDERATIONS

Public Works have received one bid from the Accessibility tender. Admiral Glass and Signs Ltd. were the only company to submit a bid on this tender. The price submitted for this tender is \$54,806.15 plus HST. The electrical component of this project was separate. The quoted amount for the electrical aspect for this project from Suburban Electric & Ventilation was \$5,507.90 plus HST. For a total of \$60,314.05.

The funds will come from the Enabling Accessibility Fund.

RECOMMENDATIONS

That municipal council approve the tender bid from Admiral Glass and Signs Ltd., to replace the doors and install automatic openers to ensure a barrier free path of travel and accessible facilities for both the St. Mary's Recplex and the Sherbrooke Library for \$54,806.15 plus HST. Plus, the related electrical work be awarded to Suburan Electrical Ventilation for \$5,507.90 plus HST.

Neighbourhood Concept Request For Proposal

Economic Development

SUMMARY

A neighbourhood concept Request For Proposal (RFP) is required for the design of a new neighbourhood in St. Mary's. The design would address select determinants of health to validate the desired Health and Wellness theme of the neighbourhood while retaining Council's vision for the neighbourhood based on feedback from the stakeholders of the [Land Development Committee](#), Guysborough County Housing Network, the provincial [Housing Needs Assessment for St. Mary's](#) and the [Service-Based Homelessness Count 2021](#): Counting those Experiencing Homelessness in Eastern Nova Scotia. Reports and additional infographics can be found at saint-marys.ca/housing.

BACKGROUND

The Municipality of the District of St. Mary's reserved approximately 55 acres of land in PID#37501095 for housing next to St. Mary's Education Centre and Academy and across the street from the RecPlex for housing with an offering to the province to locate the newly announced 48-bed long-term care home.

The [Canadian social determinants of health and health inequalities](#) that can be improved with appropriate design and land use planning for this property include 10 of the 12 determinants:

- | | |
|--------------------------------------|----------------------------------|
| 1. Income and social status | 6. Healthy behaviours |
| 2. Employment and working conditions | 7. Access to health services |
| 3. Childhood experiences | 8. Biology and genetic endowment |
| 4. Physical environments | 9. Gender |
| 5. Social supports and coping skills | 10. Culture |

CONSIDERATIONS

Next Steps

1. Ensure public feedback is still accurate and that the public can share feedback prior to an RFP being issued requesting a design concept (see attached document for scope requests to be included in public survey). (May-June 2024)
2. Issue a Request for Proposal for a Neighbourhood Concept design. (June 2024)
3. Award design tender. (July 2024)
4. Create and Expression of Interest for Partnerships with Non-profit Housing Associations. (August 2024)

5. Create a policy for transparent incentivization for housing developers. (October-November 2024)
6. Change Municipal Planning Strategy and Land Use By-law to ensure Council can retain Health and Wellness vision for this neighbourhood while maximizing the flexibility and financial incentives for appropriate land uses. (Starting October 2024)

RECOMMENDATIONS

That Council request that staff:

1. *Create and launch a survey for the public to assess if the Municipality's requests for a Neighbour Concept design meet the current and future needs for St. Mary's.*
2. *Create and launch a Request for Proposal, integrating feedback from the public survey, for the design of a Neighbourhood Concept for PID#37501095*
3. *Write a letter to the provincial Minister of Health, the Honourable Michelle Thompson, to officially offer 6 acres of land for the new 48-bed long term care facility with in PID#3751095.*

Goals

The following goals aim to address many of the Canadian social determinants of health and health inequalities. These goal are to be included in the Neighbourhood Concept Request For Proposal Scope:

1. Inclusive and safe community

A community that is:

- a. accessible including optimal lighting & visibility, with smooth and colour contrasting transitions,
- b. walkable;
- c. age-friendly with plenty of restful seating;
- d. designed to create neighbourly interactions (i.e. pocket neighbourhood design);
- e. variety of land uses including zones that can encourage and incentivize affordable housing units and commercial spaces.

2. Physical Activity

A community designed to have:

- a. A high walk score including traffic calming and people focused transport options;
- b. An active transport network including accessible sidewalks, e-mobility options;
- c. Accessible green spaces;
- d. Connection to Stonewall Park.

3. Healthy Air & Water

A community designed to:

- a. Use existing natural infrastructure for green and play spaces including trees as shade and neighbourhood cooling;
- b. Prioritize low carbon structures and zero carbon heating and cooling systems;
- c. Protect source water.

4. Food Security

A community designed to:

- a. Incent farm market/ food business especially expansion of currently existing markets and retail food businesses in St. Mary's;
- b. Have multi-use spaces that could include community gardens/ greenhouses;
- c. Use the best urban/agriculture standards.

5. Childhood Experiences

A community designed to:

- a. Have high-quality childcare space and programming including intergenerational experiences and potential options for shift workers;
- b. Encourage play and exploration in the natural environment;
- c. Include aquatic play;
- d. Create neighbourly interactions that encourage regular connections and friendship building opportunities.

Neighbourhood Concept RFP Scope

Language Comparison



	RFP Language	Plain Language
1.	Appropriate residential density that enables affordable, inclusive, equitable and diverse community that encourages clear pathways to achieving greater socio-economic inclusion. The equitable provision of housing across the CMHC Housing Continuum specifically in the missing middle: market rental units, affordable rental units, deeply affordable rental units with options for transitional housing and an emergency shelter unit.	Various housing options including rentals, affordable rentals, transitional housing, and emergency shelters in different types such as apartments and townhouses.
2.	Market housing options targeting employees, families and downsizing seniors including single unit, townhouse, 3 and 4 plexes with medium term rental options (which would accommodate seasonal staff and locum medical staff).	For-purchase housing options targeting families, employees, and downsizing seniors with various options like single residence, townhouse, 3 or 4 unit buildings.
3.	Integrate best practice active transportation options.	Safe, easy, fun ways to get around the new neighbourhood like walking, rolling, biking and scooting.
4.	Desktop physical site analysis for designing with the current topography to minimize changes to current topographical features.	Work with the current land layout (hills, streams, natural features) of the property as much as possible so we don't have to change it too much to put what we want on it.
5.	Development options of a low-carbon and climate-resilient community incorporating sustainable practices and innovative design elements to promote healthy air and water, environmental conservation and energy efficiency (net-zero, passive and or regenerative options encouraged).	Ideas for building a neighbourhood that's good for the environment and keeps people healthy. Including clever ideas to make sure the houses, parks, and roads don't harm the air or

Neighbourhood Concept RFP Scope

Language Comparison



		water while the buildings use very little energy or maybe even produce it!
6.	Provision for a Long-term care facility (approx. 6 acres) as announced by the province.	Include space for a new long-term seniors care home (as announced by the province).
7.	Provision for future hospital (approx. 7 acres or connection option with long-term care facility) as desired due to current facility age and location restraints.	Include an option for space for a possible future hospital site.
8.	Alternative pathway for All-Terrain Vehicle (ATV) trail currently traversing the property.	A new and improved trail location for ATVs for the small part of the trail that goes through this property.
9.	Connection to or enhancement of the Stonewall Park trails with consideration and promotion of the historical value of the stonewalls found in the park.	Improve the Stonewall Park trails while celebrating the history and nature that are found there.
10.	Preliminary transportation options for the neighbourhood (high-level /desktop).	Make roads getting around the neighbourhood and to and from the neighbourhood safer and easier for everyone.
11.	Provide creative natural options for the small portion of the property that is in the Drinking Water Zone.	Ideas for the small area of the property that is in the Drinking Water zone to make sure the water stays healthy.
12.	Provide options for intergenerational care options either co-located or close proximity.	Have places that kids and seniors can live and spend time close to each other where everyone looks out for and learns from each other.

Neighbourhood Concept RFP Scope

Language Comparison



13.	Identify opportunities for smaller units to promote inclusive and safe community. i.e. "Pocket Neighbourhood" style	Create part of the neighbourhood where homes are smaller and close together to make it easier for people to know and help each other out. It's like having a bunch of little neighbourhoods within a bigger one. Your own cozy corner in a big friendly village where you feel a sense of belonging.
14.	Provide community co-creation options for the Neighbourhood Concept process.	Ideas for how to create this neighbourhood together with the people of St. Mary's.
15.	Create planning recommendations for Municipal Government Act compliant development zones that can encourage and incentivize affordable housing units and commercial spaces, especially health and wellness related services, with potential for light industrial, simultaneously.	Rules we should use to make sure there is a good mix of places to live, work and stay healthy in this neighbourhood.
16.	Create design features or solutions for encouraging or incentivizing for profit and non-profit developers to participate in the building of this community.	Ideas to make builders want to be part of building this neighbourhood.
17.	Outline how this neighbourhood would integrate with and compliment the existing Sherbrooke and surrounding neighbourhoods/ communities.	Make sure the new neighbourhood blends in with and helps Sherbrooke and surrounding neighbourhoods.
	Exclusions: • Lease area for the St. Mary's River Association - Salmon Museum • Portion of the property that contains the St. Mary's Food bank, the Straight Regional Centre for Education bus garage, associated parking and drop off zone.	Features to be preserved includes the part of the property that has the St. Mary's River Association Salmon Museum located on it.

No ambulance cuts planned for Country Harbour, EHS says

Council concerned with reduction in staff

By Alec Bruce, Local Journalism Initiative Reporter

COUNTRY HARBOUR — Despite worries raised at Municipality of the District of Guysborough

(MODG) council last week, there's no scheme to permanently cut back the Emergency Health

Services (EHS) base in Country Harbour, a provincial spokesperson told *The Journal* last week.

"There are currently no plans to move any ambulance resources out of the Country Harbour

station," said Remo Zaccagna, a senior com-

Continued on 19

No ambulance cuts planned for Country Harbour

Continued from 1

munications specialist with EHS – speaking on behalf of Charbel Daniel, the Executive Director of Provincial Operations at EHS – in an email on Friday, May 3. "We are constantly reviewing the system to meet evolving demands and ensure optimal coverage in communities across Nova Scotia, including in Guysborough County."

The issue arose

during the MODG's committee of the whole (COW) two days before, when councillors expressed concern about the base's viability after learning that its staff has been temporarily reduced to three, from eight.

"We were just made aware of the situation," Deputy Chief Administrative Officer Shawn Andrews told the COW. "They have ... redistributed the staff to other bases in the local area

... Sometimes, temporary turns into a longer duration. [This is] brought here for council to see if they want to address the issue further [with] the higher ups at EHS."

The news prompted Deputy Warden Janet Peitzsche to comment: "My thoughts on that is that we don't want to lose what we have. We have that eight-person base; let's try to keep it. Whether we have to send a letter, or call, or whatever... I'll support [a move] for that base to remain open."

Other councillors also noted that temporarily reassigning emergency staff could cause a slippery slope in a part of the municipality where ambulance response times can be already as much as 50 or 60 minutes.

Regarding the number of crew or personnel, full-time or part-time, normally assigned to the Country Harbour base, Zaccagna said, "Our staffing levels are dynamic, and we adjust those based on operational requirements. The intent is to have these ambulances operational

24/7."

He added: "In the EHS system, paramedic crews start and end their shift at their stations but move around frequently to provide optimal community coverage based on current and anticipated call volumes and locations. This means that paramedic crews are often mobile responding to calls, providing community coverage and moving back to their station."

In an email to *The Journal* on May 6, however, MODG Warden Pitts noted: "Historically, in rural areas over the years, we have to realize that when there is talk or rumours of this nature there is usually a speck of truth. Where there's smoke there's usually fire. Council will be writing the appropriate parties to voice our concerns."

EDITOR'S NOTE: This story was modified from its original version on May 9, 2024 to clarify that Remo Zaccagna of EHS was speaking on behalf of Charbel Daniel, the Executive Director of Provincial Operations at EHS.

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Rise above the noise and get your message across in a letter to the editor.

news@guysboroughjournal.ca



Construction and Demolition Debris

Theoretical Cost Scenario

SUMMARY

The purpose of this report is to summarize the impacts of the estimated costs to dispose of Construction and Demolition (C&D) materials and the potential impact on the municipal tax rate it would have if material continued to be accepted at the Municipal Transfer Station.

BACKGROUND

In the fall of 2023, the Municipality of the District of St. Mary's contracted an independent engineering company to interpret and design a new disposal cell for the C&D debris that was located at the Municipal Transfer Station. Their interpretation was based on the new Provincial regulations that came into place for C&D disposal in the summer of 2023. At that time a rough estimate was provided of \$1,000,000 to design, construct, dispose of and monitor the C&D material. This is based on a cell with capacity of two years or material storage. It is important to note that these figures/findings are based on initial estimates.

CONSIDERATIONS

Based on the Municipalities 2024 Municipal Tax Assessments a one cent tax rate increase would generate \$24,003 in revenue. At a potential yearly cost of \$500,000 to disposal of C&D material that would equal a 20-21 cent increase on the tax rate.

Therefore, based on all the above information it is estimated that a property owner with a tax assessment of \$100,000 could see their tax bill increase by approximately \$200-\$210 per year for the disposal of C&D material. This could be a yearly expense for the Municipal operating budget and would also be subject to inflation over the years.

Coupled with the fact that there are other C&D facilities within the region this is why the Municipality did not continue the service under the new provincial regulations.

RECOMMENDATIONS

Report is for information purposes only.

Colchester Recycling Agreement

SUMMARY

The recycling agreement between the Municipality of the County of Colchester and the Municipality of the district of St. Mary's is at its renewal time. A new agreement is available for signing for a two-year period including the current fiscal year through to the end of March 31, 2026. The period is identical for other municipal customers of the recycling storage services offered by the Municipality of the County of Colchester.

BACKGROUND

The new Two- Year agreement is ready to be signed.

CONSIDERATIONS

The agreement considers the Extended Producer Responsibility (EPR) program timeline for EPR Implementation on December 1, 2025, with an acknowledgement that the contract can be opened for negotiation regarding EPR.

The agreement cost of \$165.00 per metric tonne is an increase of \$10.00 per metric tonne over what was paid in the expiring agreement. The approved 2024-2025 operation budget utilizes the \$165.00 figure for a total budget amount of \$ 15,022.00.

The agreement is eligible for acceptance under the *Municipal Government Act* (MGA) section 60 for intermunicipal agreements.

RECOMMENDATIONS

Based on the above considerations, staff are recommending that:

Council accepts the new agreement between the Municipality of the District of St. Mary's and the Municipality of the County of Colchester. Further, that council approves and requests that the warden and CAO sign the agreement on the Municipality's behalf.

--PROCESSING OF RECYCLABLE MATERIAL

THIS AGREEMENT made effective this _____ day of _____, _____ (the “Effective Date”).

BETWEEN:

MUNICIPALITY OF THE COUNTY OF COLCHESTER
(hereinafter referred to as “**Colchester**”)

OF THE FIRST PART

-and-

Municipality of the District of St. Mary’s
(hereinafter referred to as “**Customer**”)

OF THE SECOND PART

WHEREAS the Customer collects certain recyclable material from residences in its community so as to divert it from landfilling and to sort and process such recyclable materials so as to recover its value;

AND WHEREAS Colchester operates a facility capable of processing recyclable material at 185 Mingo Road, Kentown, Nova Scotia, known as the Colchester Materials Recovery Facility (the “**Facility**”); and

AND WHEREAS the parties wish to enter into this Agreement, subject to and in compliance with applicable provisions of the *Municipal Government Act* (Nova Scotia), for Colchester to receive and dispose of the recyclable material collected by the Customer;

NOW THEREFORE, in consideration of the mutual covenants as expressed in this Agreement, the parties covenant and agree with each other as follows:

1. Customer will deliver to the tipping floor at the Facility, all recyclable material identified in Schedule “A”, as may be amended from time to time as further provided in Schedule “A”, which is gathered by its collection service, which such recyclable material shall include

all recyclable materials banned from landfill burial by the Province of Nova Scotia except those considered to be hazardous, electronics or organic in nature (the “**Recyclable Material**”).

2. Customer will not remove or permit others to remove Recyclable Material from the Recyclable Material placed for collection.
3. Customer will cause Recyclable Material to be collected in such a manner as to conform with the current sorting instructions as listed on Schedule “A”, which may be amended by Colchester from time to time.
4. All Recyclable Material must be clean and dry and if delivered in bags the bags must be clear or transparent blue. Corrugated cardboard may be bundled and tied (maximum individual bundle size (3 feet x 3 feet x 2 feet). If corrugated cardboard is not bundled and tied, the maximum size accepted is 4 feet x 4 feet.
5. Customer agrees that its compaction of the Recyclable Material will not be to such an extent as to affect its marketability and, in the event of non-compliance with this provision, the Customer shall be charged at Colchester’s discretion an additional fee as set out in Schedule “B”.
6. Colchester shall invoice, at the beginning of each month, and Customer shall pay by no later than the last business day of that same month, a charge according to the rate set out in Schedule “B” for each tonne of Recyclable Material received at the Facility.
7. Colchester will accept all Recyclable Material delivered by Customer and conforming with Schedule “A” except that any Recyclable Material which is not properly sorted or which contains a percentage of non-Recyclable Materials in amounts exceeding eight percent (8%), shall be disposed by Colchester at an additional fee payable by the Customer as set out in Schedule ‘B’.
8. Upon acceptance of Recyclable Material it shall be owned by Colchester and Colchester shall be free to sell, transfer or otherwise dispose of any such Recyclable Material without any payment to Customer.
9. The standards which shall be applied to Customer Recyclable Material as described in paragraphs 4 and 5 shall be the same as that specified for Recyclable Materials originating from residences in Colchester County, from time to time.

10. Colchester will make available to Customer copies of any public educational material as Colchester produces for its own use.
11. Weight of recyclables shall be conclusively measured at the scales at the Facility.
12. Customer agrees that the type of unit used to transport Recyclable Materials must be compatible with the unloading facilities available at the Facility.
13. Colchester and Customer agree to work cooperatively in developing a schedule for the delivery of Recyclable Materials at the Facility that best suits the requirements of both parties.
14. This Agreement shall be for a term of two (2) years, commencing on the Effective Date. Notwithstanding the foregoing, in the event the Customer shall be in default of any of the terms and conditions of this Agreement, it shall have fifteen (15) days after receipt of a written notice from Colchester, or any representative of Colchester, of the particulars of the default, within which to remedy any such default, or if the default cannot be reasonable cured within fifteen (15) days, to initiate within that time frame substantial and continuing action to cure the default and to provide evidence thereof to Colchester. If any such default is not cured within that time or, if appropriate, substantial and continuing action to cure the default is not initiated within that time to the satisfaction of Colchester, Colchester shall have the following rights:
 - (a) to elect to terminate this Agreement on ninety (90) days' notice; and/or
 - (b) make good such deficiencies and the Customer shall reimburse Colchester for any and all costs incurred by Colchester with respect to the same.

Additionally, in the event the Province of Nova Scotia implements any extended producer responsibility regulations or policy which would materially impact the Customer's collection of Recyclable Material, the parties shall, acting reasonably and in good faith, renegotiate the terms and conditions of this Agreement as may be appropriate.

15. In the event of dispute between the parties to the Agreement as to the interpretation, application or administration of this Agreement, if the parties are unable to resolve the dispute after meeting diligently and in good faith, the dispute shall be settled by the appointed of an arbitrator pursuant to and in accordance with the provisions of the *Commercial Arbitration Act* (Nova Scotia). Notwithstanding any dispute, the parties shall

continue to honour their obligations pursuant to this Agreement pending resolution of any dispute.

16. Any written notice or communication to be given by any part to the other shall be deemed to be duly given when served upon such party or sent by registered mail to such party addressed as follows:

To Colchester: Director of Solid Waste
Municipality of the County of Colchester
1 Church Street
Truro, NS B2N 3Z5

To Customer: _____

Any notice or communication served hereunder by registered mail shall, except for delays caused by interruption of postal service through strikes or lockouts, be deemed delivered to the third business day following mailing.

17. This Agreement is the entire Agreement between the parties and may only be amended by a written agreement signed on behalf of both parties. This Agreement shall be governed by law of the Province of Nova Scotia and the laws of Canada as applicable. This Agreement shall be binding upon the parties hereto and their respective successors and assigns. The Customer shall not assign this Agreement or any part thereof or any benefit or interest herein except with the prior written consent of Colchester. Time shall be of the essence of this Agreement.

[Remainder Left Blank – Signatures to Follow]

IN WITNESS WHEREOF the parties hereto have properly executed these presents on this
____ day of _____, _____.

**THE MUNICIPALITY OF THE COUNTY
OF COLCHESTER**

Per: _____
Christine Blair, Mayor

Per: _____
Dan Troke, Chief Administrative
Officer

CUSTOMER NAME:

Per: _____
Authorized Signatory:
Title:

Per: _____
Authorized Signatory:
Title:

Schedule “A”

List of Acceptable Materials

The following recyclable materials in the form described as acceptable for delivery to the Facility under the terms of this Agreement. The Municipality of the County of Colchester reserves the right to add or delete items from the following list where changes in regulations or marketing conditions require such changes. Ninety (90) days will be provided prior to implementing any changes.

This recyclable material must be clean and dry and delivered either in “clear or transparent blue” bags or loose, with the exception of corrugated cardboard, which may be bundled and tied (maximum individual bundle size 3 feet x 3 feet x 2 feet). Loose cardboard (maximum size of 4 feet x 4 feet) is also acceptable.

Stream # 1 (Paper Products)

- Newspaper
- Advertising flyers
- Glossy paper
- Magazines, catalogues
- Periodicals (ie. “Auto Trader”)
- Telephone books
- Game books (ie. Crossword puzzles)
- Pocket novels and joke books
- Paper egg cartons and flats
- Cores from paper towels and toilet paper rolls
- Boxboard (ie. Ceral boxes)
- Letter, office and school paper
- Envelopes
- Corrugated cardboard
- Textiles

Stream # 2 (All Other Recyclables)

- Plastic pop bottles
- Aluminum cans
- Aluminum pie plates
- Glass bottles and jars (lids removed)
- Liquor containers
- Plastic grocery bags
- Tetra packs (straws removed)
- #4 LDPE bags (ie. shopping bags, bread bags, milk bags, etc.)
- Milk cartons
- All plastic containers (#1-7, No medical waste, maximum size 20 litre)
- Tin cans (maximum size 64 oz)

Schedule “B”

Rates and Fees Listing

Starting Date	Rate
Year 1 of Term	\$165/Metric Tonne
Year 2 of Term	\$165/Metric Tonne

Additional Fees:

Colchester will accept all recyclable material delivered by Customer and conforming to Schedule “A” except that any recyclable material which is not properly sorted, or compacted, or which contains a percentage of non-recyclable materials in amounts exceeding eight percent, shall be disposed of at any additional fee.

Additional Fee: \$50/Metric Tonne (*in addition to regular tipping fee rates*)

Vulnerable Persons Registry

SUMMARY

A vulnerable person registry operated by a municipality collects the details and potential needs of residents who may be more vulnerable during an emergency. By having this data base on hand emergency responders can be empowered with the information and know what persons may need extra assistance, including persons who may not have the personal ability to follow an evacuation order.

BACKGROUND

Council directed staff to investigate a Vulnerable Persons Registry process and other municipal practices.

Key Findings:

Two Nova Scotia municipalities offer this service: Kings County and Halifax (HRM).

Nova Scotia Emergency management Office (EMO): The Province EMO is investigating Vulnerable Persons Registry processes including Municipal Applications. Part of the review would be to recommend municipal actions and may contain a plan to create municipal tools. Timeline for the EMO review is end of July 2024.

What do these programs do: Core/Common Activities

- 1.) Municipalities maintain a data base of vulnerable persons. - both adding persons and making deletions e.g. tracking if a person moves away, reviewing and cataloguing needs of new registrants.
- 2.) Local emergency responders use the list to make contact with persons during an emergency or during an emergency evacuation. Contact can be anything from support calls to making plans to intervene to support the person.

CONSIDERATIONS

In other municipal examples data bases have represented some costs and administrative work. Online tools are not always the best tool for all vulnerable persons or at least need to be carefully designed for

Staff Report



ease of use. Paper based forms usually may require an interview process to ensure we identify needed data including accurate contact information.

An examination of what personal data and types of needs to be collected would be needed considering practical tracing of needs and while respecting privacy.

Agreements and indemnity and carefully explanation of the service is important for clarity to users of the service.

RECOMMENDATIONS

Based on the above considerations, staff are recommending that the municipality await the summer 2024 EMO expected program analysis to support a final council decision on any related actions.