



AMENDED NOTICE

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

DATE: Wednesday February 8, 2017

TIME: 10:00 pm

PLACE: St. Mary's Municipality
Council Chambers, Sherbrooke, NS

Please advise if unable to attend

Dated: February 6, 2017

Marvin MacDonald, CAO

**Municipality of the District of St. Mary's
Committee of the Whole
Wednesday February 8, 2017 – 10am**

1. Call to Order
2. Roll Call
3. Approval of Agenda and Any Additions
4. Approval of Minutes from Committee Meeting held **January 18 , 2017**
5. Business Arising from Minutes
 - a. Council expense report for website
6. Reports
 - a. Community Development & Recreation Report
 - b. MPAL presentation
 - c. Strategic Plan Progress Report

LUNCH 12 to 12:30

7. Reports Continued
 - a. Economic Development Committee & Action Plan
8. Presentation – 1:30
 - a. Jeff Fraser, EHS Operations Deployment Plan
9. Other Matters of Business
 - a. Road name
 - b. Welcome Signs
 - c. Request for District 3/5 funds
10. Adjournment

**Municipality of the District of St. Mary's
Committee of the Whole
Wednesday February 8, 2017**

MEETING, DATE & TIME:

The Committee of the Whole meeting of St. Mary's Council was called to order on Wednesday February 8, at 10:00 am in the Council Chambers, Sherbrooke.

ATTENDING:

Warden Mosher
Deputy Warden Dort
Councillor Findlay
Councillor Malloy
Councillor Kaiser-Kirk
Councillor Baker

ALSO ATTENDING:

Marvin MacDonald, CAO
Jody Cook, Executive Assistant
Marian Fraser, Director of Finance
Stephen Novak, Economic Development Officer
Kerri Penney, Community Development & Recreation

APPROVAL OF AGENDA:

**ON MOTION OF DEPUTY WARDEN DORT AND SECONDED BY COUNCILLOR FINDLAY COUNCIL
APPROVED THE AGENDA WITH THE FOLLOWING ADDITIONS; CORRESPONDENCE REGARDING POLL
LOCATION, FCM CONFERENCE
MOTION CARRIED**

APPROVAL OF MINUTES:

**ON MOTION OF DEPUTY WARDEN DORT AND SECONDED BY COUNCILLOR MALLOY COUNCIL
APPROVED MINUTES OF MEETING HELD JANUARY 18, 2017 AS PRESENTED
MOTION CARRIED.**

BUSINESS ARISING FROM MINUTES:

- a. Final cost came in for Court Street project

On Recommendation of Councillor Findlay and Seconded by Deputy Warden Dort that council approve the cost \$79,006 from capital reserve for water line and paving project for Court Street

- b. Council expense report for website – template was provided for council review

Discussion was held on what other municipalities provide online and regarding the UNSM action to have all units publish expenses for full disclosure. Council agreed to publish monthly.

REPORTS

- a. Community Development and Recreation, Kerri Penney
 - Director highlighted the following in presentation:
 - i. Current Programs overview
 - ii. Fitness Center update; increase in users from last year
 - iii. Active Transportation Committee– developed an RFP for trail head to replace the aging boardwalk
 - iv. Stillwater Community Center- revitalization project
 - v. Winter Fun Fest on February 18th – creating local organization partnerships
 - vi. Random Act of Kindness Week

- b. Municipal Physical Activity Leadership Program presentation
 - CAO and Director highlights the following in presentation:
 - i. How that position blends in with Recreation Programming and Community Engagement
 - ii. Current Memorandum of Understanding with Province
 - iii. The Draft Active living plan is in four areas; Social environment, Built environment, Policy & Planning and Communication and how the MPAL position assists municipality to achieve the plan
 - iv. Summary of both positions and alignment
 - v. Asking for council to give consideration to MPAL position for 2017/18

- c. Strategic Plan
 - Staff reviewed the in house discussion of progress and future plans for each of the Five goals
 - Items discussed for budgetary consideration are Land use planning and Economic Development initiatives
 - Schedule a planning session with council

- d. Economic Development Committee and Action Plan, Stephen Novak
 - Economic Development Officer reviewed with council a proposed action plan and timeline for the economic development committee
 - The steps are as follows; host a public open house, application process for committee members, stakeholder engagement, and committee will draft a plan to be adopted by council. Proposing a 3 year action plan with Stephen to implement the plan
 - Discussion was held on the role of administration on committee

Council stopped for Lunch at 12noon and reconvened at 12:35

- Stephen continued with review of Terms of Reference draft for Economic Development Committee.
- Committee mandate, planning, identification of community needs, determine priorities, promote communication
- Discussion was held on responsibilities and commitment of members along with the guidelines for selection of interested applicants.

On recommendation of Councillor Kaiser-Kirk and seconded by Deputy Warden Dort that council accept the terms of reference for economic development committee as presented with adjustments

- Next steps will be to work out criteria for application and plan an open house

PRESENTATION

- Full gallery for the presentation by Jeff Fraser, Director of Provincial Operations Emergency Health Services system and Phil Stewart, Regional Manager EHS to discuss the Operations Deployment Plan
- Current lease is expired at the Sherbrooke base location and the EHS Base will be relocated from Sherbrooke to Melrose
- No community owns the EHS resources
- Resources are moved based on demand and Director feels this is the right decision based on the system's data evidence
- There are no plans for the Country Harbour Base and there will be not reduction in services; same amount of staff and trucks.
- Questions from council were answered regarding call patterns, road networks, and concerns over Sherbrooke losing resource, service delivery and response times.
- EHS works under the mandate of the Province who sets the standards and deliverables in which they are accountable for, and is private entity, Emergency Medical Corp.
- The Director explained the live tracking system and mutual aid agreements and suggestion was made that hosting a public open house to explain these methods and systems would be beneficial for people to fully understand decision. EHS agreed to hold public meeting and Municipal Office would accommodate.
- Next step is to reach out to Hall in Melrose then go to RFP if they aren't interested in hosting.
- Warden thanked everyone for attending and is fearful of loss of quality of care however hoping their words of assurance helped clarify.
- Council is disappointed in procedure and CAO will followup with letter

OTHER MATTERS OF BUSINESS

- a. Road Name Request
 - As brought forward from Civic Addressing Coordinator, a private road located off of Mailman Branch Rd that reaches a subdivision owned by Water & View Estates is requesting to be named Peace Road

On recommendation by Councillor Findlay and Seconded by Deputy Warden Dort that council agree to name the private road Peace Rd, as per description provided.

- b. Welcome Signs
 - Final design was reviewed and council in agreement to move forward
- c. Request for Funds from District 3/5
 - Letter was received in regards to accessing district funds on behalf of Greenfield Oldsters.
 - Discussion was held on what was given from previous councillor and what funds were left in district budget and also timeline for new councillor to spend by end of March 2017

On Recommendation by Deputy Warden Dort and seconded by Councillor Malloy that council disburse \$1800 to greenfield oldsters club

- d. Correspondence regarding poll location
 - Letter received from Shiela Arnold offering her home to hold a poll for the election.
 - After researching options for the situation and no public facility in Caledonia, Council passed motion on January 24th to host all polls at Greenfield Location. It is not a common practice nor recommendation from provincial election officer that polls be held in private home. Consensus from council to remain status quo.
- e. Federation of Canadian Municipalities Conference – held in Ottawa June 1st-4th. Discussion was held on sending council members.

On recommendation of Deputy Warden Dort and Seconded by Councillor Kaiser-Kirk that council send Warden to FCM

ADJOURNMENT

On recommendation by Councillor Baker, there being no further matter of business, council adjourned meeting at 2:55PM

Recorded By
Executive Assistant

Approved By
Warden Mosher