



NOTICE

MEETING: St. Mary's Municipal Council

DATE: Monday, May 14th, 2018

TIME: 7:00pm

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

Please Advise If Unable To Attend

Dated: *May 8th, 2018*

Marvin MacDonald
CAO

Municipality of the District of St. Mary's

Meeting of Council

Monday, May 14th, 2018

AGENDA

1. Call to Order
 2. Roll Call
 3. Approval of Agenda and any additions
 4. Approval of minutes of Regular Council Meeting held April 9th, 2018
 5. Business Arising from Minutes
 6. Recommendations from Committee of the Whole
 7. Outside Committee Appointment Reports
 - a. Port Hawkesbury Paper FAC – Councillor Kaiser-Kirk
 - b. Port Bickerton & Area Planning Association – Councillor Kaiser-Kirk
 - c. UNSM Code of Conduct Workshop – Deputy Warden Dort
 - d. Community Health Board – Councillor Malloy
 - e. Liaison & Oversight Committee – Councillor Smith
 - f. Economic Development Committee – Councillor Smith
 8. CAO Report
 9. Solicitor Report
 10. Other Matters of Business
 11. Adjournment
- *10 minute question and answer period pertaining to agenda items*

**Municipality of the District of St. Mary's
Regular Council Meeting
Monday, May 14th, 2018**

Meeting, Date & Time:

The regular meeting of the St. Mary's Municipal Council was called to order on Monday, May 14th, 2018 at 7:00pm in the Council Chambers Sherbrooke, N.S.

Attending:

Warden Mosher
Deputy Warden Dort
Councillor Malloy
Councillor Findlay
Councillor Kaiser-Kirk
Councillor Smith
Councillor Baker
Adam Rodgers, Solicitor

Also Attending:

Marvin MacDonald, CAO
Marian Fraser, Director of Finance
Denise Sawlor, Municipal Clerk/Special Projects Coordinator

Approval of Agenda:

On motion of Deputy Warden Dort and seconded by Councillor Findlay Council approved the agenda as presented.

Motion carried.

Approval of Minutes:

On motion of Councillor Smith and seconded by Councillor Baker Council approved the minutes of the Regular Council Meeting held on April 9th, 2018.

Motion carried.

Recommendations from Committee Of The Whole

- 2018 UNSM Spring Workshop
On motion of Councillor Findlay and seconded by Councillor Malloy that Council pay for Councillor Smith's expenses associated with attending the 2018 UNSM Spring Workshop

Motion carried.

- Wild Islands Conference
On motion of Deputy Warden Dort and seconded by Councillor Baker that Council pay for Councillor Findlay's expenses associated with attending the Wild Island Conference.

Motion carried.

Outside Committee Reports

- Port Hawkesbury Paper FAC – Councillor Kaiser-Kirk
- Port Bickerton & Area Planning Association – Councillor Kaiser-Kirk
- UNSM Code of Conduct Workshop – Deputy Warden Dort
- Community Health Board – Councillor Malloy
- Liaison & Oversight Committee – Councillor Smith
- Economic Development Committee – Councillor Smith

CAO Report

- See attached CAO report.
- See attached recreation report.
- Meeting with Property Valuation Service Corporation (PVSC) is next Thursday.
- When copies of the cannabis presentations are ready Marvin will distribute them to Council.
- Council will need to discuss the provincial legislation and make decisions on possible municipal by-laws regarding cannabis.
- The waterline crew will be repairing damage that was made to lawns during the lateral connection process.

Solicitor Report

- The land expropriation is progressing; deadline for responses is May 23rd. No responses have been received yet, Adam will keep Marvin posted.

Adjournment

On Motion of Councillor Baker there being no further matters of business, council adjourned at 7:32pm.

Recorded By
Municipal Clerk/Special Projects Coordinator

Approved By
Warden Mosher



Report to Council

Member of Council: Peggy Kaiser-Kirk

Board/Agency/Organization: Port Hawkesbury Paper FAC

Date Attended: April 17/18

Location: PHP Boardroom

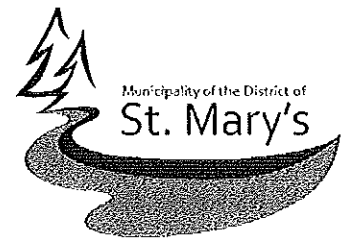
Agenda Items Discussed:

- Presentation of PHP Working Forest by Joel Taylor – Licensed Crown Working Forest/ Commercial Thinning/Forest Ecosystem Classification
- PHP Crown Land Operational Requirements by Andrew Fedora- DNR Report on the state of the forest/ Audit results.
- Open discussion regarding forestry

Aaron Beswick, reporter for the Chronicle Herald attended the meeting.

Key Highlights:

Andrew Fedora has sent an email to Marvin MacDonald, CAO requesting he come to Council and do a presentation.



Report to Council

Member of Council: Peggy Kaiser-Kirk

Board/Agency/Organization: Port Bickerton & Area Planning Ass'n

Date Attended: Apr. 24/18

Location: Home of Chair Don Dodge

Agenda Items Discussed:

Attendance: Don & Ardie Dodge; Minnie Kaiser; Keith Horton; Bruce George; Ted & Mary Humphries

Liason to Council: Peggy Kaiser- Kirk

- Electrical Generator Panel + installation of ceiling light, GSI over top of Counter & dedicated circuit for fridge quotes discussed. Lowest quote was received from Danny Baird & after a lot of discussion, it was decided to offer him the work. This will be done on a weekend of his choice when the renter is not there on a weekend.
- Discussion on rentals for the upcoming summer months.
- Fundraiser – the quilt will be ready to have volunteers quilt it the week of May 6th. The quilt will be in the community centre & a donation will be made to the CC for rent of their bldg.
- The Annual Beach Clean- up will be held May 21/18, Victoria Day. Lunch following.
- Trails and boardwalk need a lot of work. Many trees have fallen over the trails and throughout the wooded areas.
- Discussion held on the condition of the Lighthouse Road.

Key Highlights:



Report to Council

Member of Council: Deputy Warden Jackie Dort

Board/Agency/Organization: UNSM Code of Conduct Workshop

Date Attended: April 19, 2018

Location: Truro, N.S.

Agenda Items Discussed:

- Developing a Code of Conduct for Municipal Elected Officials

Key Highlights:

- The UNSM is working on a revised Code of Conduct for Municipal Elected Officials. The last one was done ten years ago and required an update especially now with social media, etc. in the picture. Also the original one didn't deal with any guidelines for addressing behaviour. The purpose of the workshop was to collect ideas and suggestions of what should be included in the revised document. An overview of Codes of Conduct was presented. Following that we were divided into groups and worked on two main questions:
 - What behaviours do you want to ensure are included in the Code of Conduct, which ones are you most concerned about?
 - What would be the appropriate sanctions or ways to address this behaviour?
- Individual Councils will still have input into this document. Going forward the UNSM plans to compile this information and create a questionnaire/survey for Councils to respond to before the document is finalized.
- This workshop was well attended by a representative from many of the municipalities which made a good mixture for discussion and ideas.



Report to Council

Member of Council: Councillor Beulah Malloy

Board/Agency/Organization: Community Health Board

Date Attended: April 11/18 Location: Guysborough, N.S.

Agenda Items Discussed:

- Guysborough County Early Years Group Project Update
- Chairperson's Report
- Recruitment Committee Report
- Communications
- New Business

Key Highlights:

- Video productions for Early Years was awarded to Broadhorn Communications.
- Letters sent to all municipal councillors looking for support to help with the cost of making the video.
- The Chairperson reported:
 - Chairperson received a notice from NSHA to discuss the new application form on applying for the wellness funds. A discussion was held and the group thought it was too lengthy and that it was also too complicated for grassroots organization.
- The Recruitment Committee reported they will be having interviews on April 20th
- Looking for volunteers to attend the CHB conference in Halifax in Nov. Paula, Rhonda and myself showed interest
- There will be an information session held at the Chebucto FireHall in Queensport on the 18th to discuss Collaborative Care in that area



Report to Council

Member of Council: Kaytland Smith

Board/Agency/Organization: Liaison and Oversight Committee

Date Attended: April 24th 2018

Location: Antigonish, NS

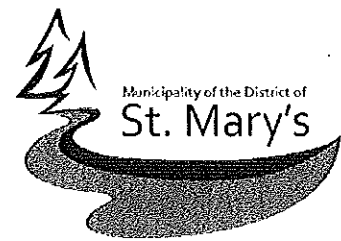
Agenda Items Discussed:

- ESREN Operational Update
- New quarter newsletter
- Investment readiness launch
- Business Now Program
 - 50 businesses met with, resulting in 15 referrals
- Ongoing work with the revitalization program
- Business succession training planned
- Applied research connector program/Start-up program ongoing
- Industry and supply chain study
 - Making local connections
- AGM June 20th 2018-Location to be determined
- LOC to meet with the Minister of Municipal Affairs in May-date and location to be determined

Key Highlights:

- ESREN plans to put a larger time focus on broad band and cellular connectivity
 - Particularly in rural ares
- ESREN local initiative program-Andrew Becket, Board Chair
 - Raised the concern around the mass exodus of Municipal Partners
 - Pushed for a resolution in the short term
 - Would like to know for wrap-up activities by the Fall
 - The Board is apposed to having a Municipal Rep on the Board
 - Chair sees 3 paths forward
 - Continue as stands
 - Request Province to honour original funding agreement-50%
 - Look into the effects of MODG backing out and possible outcomes

- Dissolve the REN
 - Concern that the program is in its infancy and would require 5 to 7 years running for proper results
 - Discussion held around the table focused on the need to make a decision in the Fall if planning to stay apart of the partnership or not.
 - Communication raised as an issue
 - Board suggested a funding commitment 2 years in advance
- Training requested for both the LOC and Board-to clarify roles and responsibilities
- Recruitment Committee
 - Board approved Nancy O'Regan and Drew McQuarrie to sit on the board
 - Board approved current Board member extensions



Report to Council

Member of Council: Kaytland Smith

Also in attendance: Michael Mosher

Board/Agency/Organization: Economic Development Committee

Date Attended: April 18th 2018

Location: Sherbrooke, NS

Agenda Items Discussed:

- ESREN and Sherbrooke Village Partnership
 - Downtown revitalization strategy, ongoing
- SaltScapes
 - Municipality will be attending
 - Sherbrooke Village both will be directly along side
- Next meeting date-May 17th 2018

Key Highlights:

- Engage Nova Scotia
 - Marvin met with representatives from Engage NS to discuss possibility of the facilitating an event
 - They reviewed the strategic plan, and felt they could help by hosting a evening to review the plan, progress, and action moving forward
 - The event would be fully organized by their team, and a few key contact people
 - Event would not be until some time this Fall
- Atlantic Gold Open House
 - Estimate of 130 people attended the open house
 - ESREN, ACOA, and Province are involved in how to position the area to take advantage of the development.
 - Process is in the early stages and more details will be released in the future
- Round Table
 - Recruitment for the committee
 - Suggestion was made to tap into the Engage session as a recruitment tool
 - General pleasure with the progression and updates
 - Questions are the EDO position



MUNICIPALITY OF THE DISTRICT OF ST.MARY'S
P.O. BOX 296, SHERBROOKE, NOVA SCOTIA, B0J 3C0

CAO Report – May 14, 2018

Economic Development:

- District of St. Mary's had successful booth at Salt Scapes show in Halifax. We were located beside the Sherbrooke Village booth and worked together to field many questions and provide information on events and activities that will be held in this area this year.
- ESREN model is under review by the municipal partners and will be topic for discussion over the next several months.
- We are looking at potential date of early/mid-September for an "Engage" event here in the District of St. Mary's.
- New Job Description for a Planning & Economic Development Officer position is ready and the job will be posted this week.

Water line Replacement Project:

- As of today there are only about 12 laterals to be connected. The larger size connections remaining are the Court Street/Village connection and the Seniors Housing (Maple Manor). Those should be completed Tuesday night May 15th. Work remaining includes gravelling, clean up and asphalt patching.

2018/19 Budget Process:

- Budget Open House was held April 16, 2018 with poor turnout from the public.

Finance:

- Auditors started the audit for last fiscal year this week.
- Tax bills are still expected to be ready by late May for mail out.

Contracts Awarded

- Library Roof and siding work awarded to Terry Croft
- Welcoming signs installation contract awarded to Liscomb Trucking and Backhoe
- Sewage Treatment Plant system assessment report awarded to CBCL.

Land/Assessment Accounts Project:

- Initial research for all districts is complete and problem accounts sent to PVSC and Land Registry for assistance in resolving the issues.
- We are awaiting a date from PVSC for a meeting to discuss the accounts.

Records Management Project:

- Using records management system as recommended by the AMANS the backlog of files are being reviewed and coded for filing. Retention periods are being applied to the files and decisions made on what files are to be retained and which ones are due to be destroyed. We are about 60% complete on this project.

Volunteer Appreciation:

- St. Mary's event was held on April 10th at the Lion's Hall in Sherbrooke

Recreation:

- After school programs and fitness center continuing during school year.
- Preparing for summer recreation and day camp activities.

Transfer Station:

- Term position to March 31, 2019 filled at transfer station to cover vacancy there.
- New hours will come into effect on June 4th - Open days will be Monday, Tuesday, Friday and Saturday.

Meetings:

- Eastern Health Authority Workshop on legalization of cannabis May 8
- Strait Area Mayors & Wardens Meeting May 9
- NSFM Spring Workshop May 10,11,12

From: Joshua Hilton
Sent: Monday, May 14, 2018 3:50 PM
To: Marvin MacDonald <marvin.macdonald@saint-marys.ca>
Subject: Recreation Updates for Council

Programming

We have four programs on going right now.

Trailblazers- which is an outdoor education based program that takes place each Mondays for students in Grades 4-7.

Yoga- We are lucky to have an instructor from Asana Yoga George Cotsomitis. George comes from Antigonish for weekly yoga sessions that started May 1st , these sessions take place every Tuesday 6-7pm. We have had great participation so far.

The Incredible Years- We have partnered with Schools Plus and Guysborough County Kids First to hold a six week program for families with young children ages 0-12. Each family gets supper and parenting session for adults, while children play games and activities organized by recreation staff in the gym.

Happy Feet- Six week youth running program that takes places every Thursday at SMECA from 2:30-3:30pm started May 10th. This program is for children in grades Primary-3.

Summer Programming

We are now taking resumes for the Summer Manager, 2 Student Leaders, 1 Lifeguard/Student Leader and 2 Swimming Instructors positions. Deadline for the Summer Manager Position is May 18th. Interviews and hiring will take place May 22-25. The summer manager will start first week of June. The deadline for all other positions is May 31st. Interviews will take place the first week of June. Student leaders and lifeguard will start the last week of June. Swim instructors will work 2 weeks in July and 2 weeks in August when swimming lessons are held.

Swimming Lessons

Swimming Lessons will take place at Liscombe Lodge July 9th-13, July 16th-20th and August 6th-10th and August 13th-17th.

Youth Day Camps

Planning for Youth Day Camps is underway, they will take place for 8 weeks in July and August at various locations around municipality including the Recplex, Port Bickerton Community Centre, Liscomb Legion and Liscombe Lodge.

Stonewall Park

New directional signs have been ordered and received for Stonewall park. A heading sign reading Stonewall Park has also been developed by Brad Burns. We hope to have everything installed throughout the next few months.

Youth Advisory Committee

Youth Advisory Committee continues to meet our next meeting will be May 17th in the S.H.O.P.S room at SMECA starting at 12:00.

Fishing Derby

The annual St. Mary's Fishing Derby will take place Saturday June 9th 9am-12pm at Nimrods Campground.

Fitness Centre

We have been able to update some equipment at the Fitness Centre with a Regional Development Grant from Communities Culture and Heritage. We received this grant and shared with the St. Mary's Track and Field Club since last year. They have used it to travel to meets and buy new equipment. No longer needing the funding for this year's track season, we have bought a new barbell, new weights, a TRX cable, a new bench, and will also be purchasing some new kettlebells. The additions have been much appreciated by members of the fitness centre.