



# Municipality of the District of St. Mary's

Committee Of The Whole (COTW) Meeting

Wednesday –September 4<sup>th</sup>, 2019

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## 1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, September 4<sup>th</sup>, 2019 at 1:00pm in the Council Chambers Sherbrooke, N.S

## 2. Attending:

Warden Mosher  
Councillor Findlay  
Councillor Kaiser-Kirk  
Councillor Baker  
Councillor Smith  
Councillor Malloy

## Also Attending:

Marvin MacDonald, CAO  
Marian Fraser, Director of Finance  
Marissa Jordan, Municipal Clerk/Special Projects Coordinator

## Absent with Regrets:

Deputy Warden Dort

## 3. Approval of Agenda:

*On motion of Councillor Baker and seconded by Councillor Malloy, Council approved the agenda as presented with the removal of 6. Correspondence.*

***Motion carried.***

## 4. Approval of Minutes:

*On motion of Councillor Findlay and seconded by Councillor Baker, Council approved the minutes of the COTW Meeting held Wednesday, August 21<sup>st</sup>, 2019.*

***Motion carried.***

## 5. Business Arising from the Minutes:

### 2019/2020 Financial Review:

- Councillor Findlay notified Council that she changed her mind in regards to the August 21<sup>st</sup>, 2019 recommendation to move \$500,000 of Municipal funds from the Royal Bank General Account to a

MFC High Interest Saving Account and will be voting against the motion at the upcoming Council meeting.

- In response to a question, the Director of Finance notified Council that she has not yet touched base with Housing Authority about their financial information relating to the municipal contribution required for this fiscal year.

## **7. Other Matters of Business:**

### a. General Government Grants Policy:

- CAO presented four different options for changes to the General Government Grants Policy.
- Dollar amounts are examples & are subject to change based on current years budgets

#### *1. Grants to Organizations Combined with District Grants:*

With this option the amount of \$9,500 normally allocated to the Grants to Organizations category of the General Government Grants Policy, would be completely absorbed into the District Grants Category. The remaining \$4000 would be allocated to the Port Bickerton Lighthouse as an annual budget line item. Each Municipal Councillor would have \$3857 of funds (\$2500 previously) to be allocated at their discretion in accordance with the policy throughout the fiscal year.

#### *2. High Priority GTO Projects:*

With this option Council would choose from one or two applicants with the highest priority projects for the Grants to Organization category. There would be a minimum total project cost of \$10,000 for the applicant with the potential to receive up to 50% funding from the Municipality.

#### *3. Increased Requirements for Existing GTO Category:*

With this option the Grants to Organizations category remains the same but increased requirements for applicant eligibility and reporting would be put into place.

#### *4. Status Quo:*

Discussion about options:

- Council did not agree with Option 1. Grants to Organizations Combined with District Grants.
- Council did not agree with Option 2. High Priority GTO Projects.
- Council considered Option 3. Increased Requirements for Existing GTO Category.
- CAO asked Council to consider setting aside a portion of the general school scholarships for a new scholarship for a member of the Youth Advisory Committee. Council agreed.
- Council would like to see the reporting requirements for the YAC Scholarship to be the same as the General School Scholarships.

*On recommendation of Councillor Findlay and seconded by Councillor Baker, Council approved the General Government Grants Policy with the following changes:*

- Council would like Option 3. Increased Requirements for Existing Grants to Organizations Category to be included in the General Government Grants Policy.
- Eligible Applicants- Bullet 3- Change "potential to receive 50% funding" to "potential to receive up to 50% funding".
- Reporting Requirements: Bullet 2- Change "for a grant in the following fiscal year" to "for a grant in the following year of eligibility.
- Under School Scholarships Sections- Reporting Requirements- Youth Advisory Committee Member Scholarship: Change to "School Administration at St. Mary's Academy administers reporting requirements."

***Recommendation adopted.***

**b. External Boards Policy:**

- CAO presented a new policy to outline the criteria and procedure for municipal representatives on external boards or commissions as appointed representatives of the Municipalities.

*On recommendation of Councillor Smith and seconded by Councillor Findlay, Council approved the External Boards Policy with the following changes:*

- Under Requests- Bullet One- Change "Requests for a municipal representative shall be considered by the Committee of the Whole" to "Requests for a municipal elected representative shall be considered by Council"
- Under Requests- Bullet Two- Change "Requests for a municipal representative shall be considered by the CAO but may be referred to the Committee of the Whole" to " Requests for a municipal employee representative shall be considered by the CAO but may be referred to Council.

***Recommendation adopted.***

**c. Newsletter Policy:**

- Council was presented with an updated version of the Newsletter Policy.
- Council asked that the Category "e. Community News" be changed to "Community News/Events"

*On recommendation of Councillor Malloy and seconded by Councillor Findlay, Council approved the Newsletter Policy.*

***Recommendation adopted.***

**d. Boundary Review Update:**

- Staff proposed to Council an option for new boundary lines if Council were to change to five districts.

- Council discussed the boundary lines.
- A meeting will be set up with staff for any Councillors that would like to further go over the boundary lines.
- Boundary Review will be back on the next COTW agenda.

e. Nova Scotia Federation of Municipalities (NSFM) Conference:

- NSFM Conference will be November 5<sup>th</sup>-8<sup>th</sup>, 2019.
- Councillors will notify staff if they would like to go.
- Warden Mosher will be entered for a NSFM Long Service Award for 15 years' service.

## **Adjournment**

*On motion of Councillor Findlay there being no further matters of business, Council adjourned at 2:29pm.*

  
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Recorded By  
Municipal Clerk/Special Projects Coordinator

  
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Approved By  
Warden Mosher