



Municipality of the District of St. Mary's

Committee Of The Whole (COTW) Meeting

Wednesday – December 4th, 2019

1. Meeting, Date & Time:

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

2. Attending:

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

Also Attending:

Marvin MacDonald, CAO	Marissa Jordan, Municipal Clerk
Marian Fraser, Director of Finance	

3. Approval of Agenda:

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

Motion carried.

4. Approval of Minutes:

On motion of Councillor Smith and seconded by Councillor Baker, Council approved the minutes of the COTW Meeting held Wednesday, November 20th, 2019.

Motion carried.

5. Business Arising from the Minutes:

- None arising.

6. Presentations:

a. Volunteer Awards- Community Development & Recreation Director:

- Kerri Penney presented on the Volunteer Recognition Awards in order to decide on this year's approach to the Volunteer Nomination process as well as Council's process to select nominees.
- Council reviewed the municipality's current Volunteer of the Year process and compared it to what other Municipalities currently do.
- The Volunteer of the Year information needs to be submitted to the province by the end of February 2020.

- Kerry Penney asked if Council would like to change the format for nominations, the volunteer categories and/or how the nominations are circulated.
- Council asked how the forms are given to organizations and the public. The Recreation Coordinator said there are hard copies mailed out as well as in the newsletter.
- Council expressed that having volunteer categories can make it difficult when there are limited nominees for the categories. Council asked if it was possible to nominate a couple as a single nominee. Kerry Penney said that there have been many different make ups of volunteers at the provincial award ceremony, including couples.
- In regards to youth awards, Council agreed this should be a separate category with one nominee and send to the school.
- Council would like to see the following changes to the Nomination Form;
 - Minimum word count for the nominee description
 - More specific questions about the nominee
 - Have the nominee accept the nomination with a signature on the form before submission
 - A place for the applicant to list other organizations that the nominee is a part of
- The Community Development & Recreation Coordinator will work on these suggestions for the nomination form and present to Council on the event details in the new year.

7. Other Matters of Business:

a. Request to Name Private Rd:

- Glen Stirling, building inspector, was in contact with a citizen about naming a private road. The road is located in Smithfield on the river side of the road on route 348, approximately 0.5km from "Indian Man Pool" of the St. Mary's River. The current road is graveled with 3 dwellings on it including civic #4506, #4504 and #4450.
- The proposed name they would like to call this new road is "Blue Charm Lane". There are no known roads with this name in NSCAF.

On recommendation of Councillor Findlay and seconded by Councillor Baker, Council approved the request to have the road located in Smithfield on route 348 named Blue Charm Lane.

Recommendation adopted.

b. Streetscapes:

- The CAO presented different opportunities within the Streetscapes plan to consider in order to start implementing aspects of the plan. Council discussed possible options.
- Council asked about the Rural and Northern Communities Infrastructure Funding and if this was a possibility for funding. The CAO says there is a possibility to apply for this funding. There is also an opportunity to apply for funding through the provincial beautification grant in the next fiscal year.
- Council agreed to focus on one option to try and complete in its entirety as well as choose a secondary option in case there are unforeseen holdups.

- Council would like to start by paving the trunk 7 and extending the shoulders. They agreed that a separate meeting with TIR, Minister Lloyd Hynes and Basil Pitts. Staff will pursue setting up these meetings. It was agreed that staff pursue preliminary conversations with business owners on some of the other opportunities.

Councillor Smith left the meeting at 2:08pm.

c. Office Generator:

- The CAO updated Council on which rooms and outlets are on the emergency power panel that would need to be run by the generator for the Municipality as an Emergency Command Centre.

Councillor Smith returned to the meeting at 2:10pm.

- From the companies that he was in contact with, the CAO believes that a 30KW generator may be the minimum needed, but the 50KW may be a better option if there wasn't a large difference in price.
- The CAO has started to draft up a request for proposal that will include the company being responsible to assess the size of generator needed as part of the quote as well as asking for comparisons with installing diesel verses propane generators.
- Council asked if it is possible for the interested companies to come do an assessment of the office prior to submitting a proposal, the CAO will look into this.
- Council would like to have the RFP out as soon as possible with a deadline for submissions as December 17th, 2019 and to be updated at the COTW meeting December 18th, 2019.

Council recessed at 2:31pm.

Council reconvened at 2:38pm.

d. Wild Island Tourism Advancement Partnership (WITAP) Request:

- Council pointed out that this is not a request from WITAP but rather from the North Atlantic Oceanarium Society.
- Gordon Hammond, President of North Atlantic Oceanarium Society, contacted Warden Mosher with a proposal that the North Atlantic Oceanarium Society has prepared to move towards establishing a North Atlantic Oceanarium just west of Port Dufferin on Beaver Harbour. He inquired if the District of St. Mary's would be willing to make a contribution to the cost of the study.
- Council agreed that at this time, they would not be contributing. The CAO will respond with a written letter with Council's decision.

e. Development Coordinator:

- The Municipality has recently applied for a Community Works grant through the Province of Nova Scotia. This grant would provide funding to hire a Development Project Coordinator on a one year term with the possibility of extension. Hiring this position is dependent on the Municipality receiving the grant funding and the term is anticipated to run from February 3rd, 2020 to January 29th, 2021.

- Council expressed that they did not agree that the job description should have been advertised before the funding was secured. The CAO and Director of Finance said because of the timeline of this grant, staff felt that the advertisement needed to go out in order to be eligible for the funding.
- Council asked in the future, for short notice advertisements, that they be notified via email.

f. In-Camera Session- Municipal Tax Sale:

On motion of Councillor Findlay, Council moved into an in camera session for Municipal Tax Sale at 2:50pm.

On motion of Councillor Findlay, Council returned to regular session at 4:03pm.

On recommendation of Councillor Findlay and seconded by Councillor Malloy, Council agreed for staff to begin working on a possible lease with Osprey Gold for property PID #37536174 and to proceed to seek legal advice on the matter.

Recommendation adopted.

8. Adjournment

On motion of Councillor Smith, there being no further matters of business, Council adjourned at 4:06pm



Recorded By
Municipal Clerk/Special Projects Coordinator



Approved By
Warden Mosher