



# Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, May 29<sup>th</sup>, 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 29<sup>th</sup>, 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 Courtney Mailman

Councillor Beulah Malloy

Councillor Charlene Zinck

## Absent with Regrets:

Councillor James Harpell

## 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)

Teddy Stevens, Director of Public Works

## 3. Additions to the Agenda:

- Addition to #9. H – CAO attending FCM Conference.

## 4. Approval of the Agenda:

*On the motion of Deputy Warden Fuller and seconded by Councillor Malloy, the Council approved the agenda with the addition.*

***Motion approved.***

## 5. Approval of Minutes:

*On the motion of Councillor Baker and seconded by Councillor Zinck, the Council approved the minutes of the COTW Meeting held May 15<sup>th</sup>, 2024.*

***Motion approved.***

## 6. Business Arising from the Minutes:

- There was no business arising from the minutes.

## 7. Correspondence:

- Stan Rogers Folk Festival Letter- Council has received a letter from
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*On recommendation of Councillor Malloy, and seconded by Councillor Baker, Council approve to give \$500.00 from the Tourism/Recreation Budget, and for 6 Councillors to give \$100.00 from their district funds in support to have the Stan Rogers Folk Festival in Sherbrooke.*

***Recommendation adopted.***

## 8. **Presentation:** Active Transportation Draft Plan – Upland Planning and Design Inc.

- Upland Planning and Design Inc. informed Council of the Draft Active Transportation Plan.
- Highlights included were enhancements of physical activity, to identify specific areas requiring upgrades, find new opportunities, educate community members, expand active transportation options, establish connections between the Blue Route Cycling and residents and develop and implement strategies.
- This plan should improve physical and mental health in St. Mary's, be fun and build community, and improve mobility options.

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

### a. RecPlex and Library Accessibility Project Tender Award

- See the attached staff report.
- 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.
- A tender was created and shared to get the work done. 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 out of the Enabling Accessibility Fund.

*On recommendation of Deputy Warden Fuller and seconded by Councillor Mailman, 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 Suburban Electrical Ventilation for \$5,507.90 plus HST.*

***Recommendation adopted.***

### b. Housing Initiatives

- See the attached staff report.
- 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 next steps are: 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), Issue a Request for Proposal for a Neighbourhood Concept design. (June 2024), Award design tender. (July 2024), Create and Expression of Interest for Partnerships with Non-profit Housing Associations. (August 2024), Create a policy for transparent incentivization for housing developers. (October-November 2024), 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).

On recommendation of Deputy Warden Fuller and seconded by Councillor Malloy, 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 Seniors and Long-Term Care, and the Honourable Barbara Adams, and the Minister of Health, the Honourable Michelle Thompson, to officially offer 6 acres of land for the new 48-bed long-term care facility within PID# 37501095.

**Recommendation adopted.**

c. Annual Tax Bills

- Marian Fraser, Director of Finance (DOF) informed Council of the annual tax bills being sent out at the end of May.
- Marian Fraser informed Council that the tax bills were printed, and being folded and put in envelopes to be mailed out this week.

d. Council discussion: Review of St. Mary's Residents- Ambulance Service Needs

- Doug Patterson, Chief Administrative Officer (CAO) informed Council of the Ambulance Service Needs in St. Mary's.
- Council discussed that the Municipality needs more ambulance services, due to the lack of EHS vehicles already, some of them come to St. Mary's drive from so far away, which is not what should happen when in time of need.
- Council decided that staff should write a letter to all applicable provincial representatives, such as the Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada, and the Honourable Greg Morrow, MLA Guysborough to Tracadie in support of our ambulance needs.

e. Construction and Demolition: Theoretical Cost Scenario

- See the attached staff report.
- Marian Fraser, Director of Finance (DOF) summarized 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.
- 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 for 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.
- Council discussed sharing the financial information that continuing the C&D service would have an increase in residents' property taxes.

f. Agreement Renewal: Colchester Recycling Agreement

- See the attached staff report.
- 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.
- 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.

*On recommendation of Councillor Baker and seconded by Councillor Malloy, 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.*

***Recommendation adopted.***

g. Vulnerable Persons Registry Update

- See the attached staff report.
- 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.
- 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 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.
- Based on the 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.

h. CAO attending FCM Conference

- Doug Patterson, Chief Administrative Officer (CAO) provided Council with an update that he will not be attending the FCM Conference in Calgary, Alberta in June. Council recognized the importance of having the CAO stay in the office. Only three Councillors are going to be attending the FCM Conference.

**10. In-Camera: Personnel**

*On motion of Deputy Warden Fuller and seconded by Councillor Malloy, Council agree to move In-Camera for Personnel at 5:37 p.m.*

***Motion approved.***

*On motion of Councillor Malloy and seconded by Deputy Warden Fuller, Council agreed to return to regular session at 6:10 p.m.*

***Motion approved.***

Doug Patterson, Chief Administrative Officer (CAO) informed that two staff members have resigned. Doug Patterson, CAO would like to Thank Denise Dunn, Economic Development Officer (EDO) and Tim Wilson, Public Works Operator and Emergency Management Officer (EMO) for their impactful services and the great jobs they have provided for the Municipality.

### **Adjournment**

*On motion of Councillor Mailman, and seconded by Councillor Zinck, there being no further matters of business, Council adjourned at 6:12 p.m.*

***Motion approved.***

  
Recorded By  
Jadzia Graham, Interim Municipal Clerk

  
Approved By  
Warden Wier