



# Municipality of the District of St. Mary's

Committee Of The Whole (COTW) Meeting

Wednesday –November 20<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, November 20<sup>th</sup>, 2019 at 1:00pm in the Council Chambers Sherbrooke, N.S

## 2. Attending:

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

## Also Attending:

Marvin MacDonald, CAO	Kerri Penny, Recreation Coordinator
Marian Fraser, Director of Finance	Marissa Jordan, Municipal Clerk

## 3. Approval of Agenda:

*On motion of Councillor Dort and seconded by Councillor Baker, 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, October 30<sup>th</sup>, 2019.*

***Motion carried.***

## 5. Business Arising from the Minutes:

- TIR Road Priority List- haven't heard back as of yet.

## 6. Presentations:

### a. Eastern Counties Regional Libraries- Laura Emery

- Laura Emery of Eastern Counties Regional Libraries introduced herself to Council.
- There is a new cataloging system to be implemented soon and some internal technology changes.
- There is a new project that is being worked on called the open library system, which consists of a card swipe technology. This allows the public to use new technology for the public to access the library when there is no staff. This has been available since August at the Guysborough Library and took about two years to implement.
- There have been no concerns in regards to the physical library being disturbed when the service is accessed. This will help to extend the access to the library and resources for the public.

- RFID system has been put into place in order for the public to be able to self-checkout and ensure that any resources are not removed from the library without checking them out first.
- Guysborough also has security surveillance as well as policies made accessible to the public explaining the security and surveillance on site.
- Ms. Emery explained that this system would work well at the Sherbrooke Library because it is one of the most used libraries for programming. It is a very expensive infrastructure to put into place but implementing technology in a heritage building can be difficult.
- Council asked about the cost for implementing. Ms. Emery said it costs \$73,000 before any facility renovations (if needed). The Culture and Innovation Fund covered this cost for the Guysborough Library.
- Ms. Emery suggested the first step would be to apply for the grant and have a facility assessment.
- Council asked what the average numbers of users in Sherbrooke library. Ms. Emery did not have the information on hand but will send out to Council.
- Council asked if she could clarify the previous year's library expenses as there was a discrepancy between the contribution amounts from the municipal statements and the libraries statements.
- Ms. Emery asked to have this request in writing by email so she could have it sent to the auditors for inquiry.
- Council would like to see open hours over the last five years of the Sherbrooke Library. Ms. Emery will send this information as well.

## **7. Correspondence:**

### a. Seniors' Safety Program:

- Staff received an email from Dana Pettipas who was recently hired on a consultation basis as the Senior Citizen's Services Coordinator with the Mulgrave & Area Medical Centre.
- Ms. Pettipas is looking to explore the potential of developing a Seniors' Safety Program Coordinator position covering Guysborough County.
- The goals of the project include the following:
  - to identify current resources and needs with respect to senior's safety
  - explore the costs involved in delivering this project on a one-year pilot basis
  - identify sources of funding
  - determine the level of municipal interest
- Ms. Pettipas is also looking to develop partnerships with individuals, community groups and municipalities to ascertain the interest and resources available in the four quadrants of the County.
- She would like to coordinate community meetings in each area within the next 6 weeks. A meeting is set in Sherbrooke for December 2<sup>nd</sup>, 2019 at 6:30pm at the Maple Manor Common Room.
- Councillor Baker said they were contacted asking if there were places in the Municipality to put the meetings on at low to no cost.
- Council inquired who tasked Ms. Pettipas to inquire of this and if it is duplicating the same services that the RCMP provide.

- CAO to call Ms. Pettipas to inquire about the potential program and ask the questions for Council.

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

### **a. Municipal Generator**

- CAO updated Council on the progress on exploring options of a generator for the Municipal Office
- The CAO informed Council of the quote from the engineer for both a diesel and gas generator being installed at the municipal office which ranged from \$79,000-\$140,500. The CAO also gave prices to buy a generator locally and have an electrician install, which ranged from \$16,500-\$24,000.
- Council would like to know options for warranty as well as what size and type of generator will be needed for the office as well as other specifications. The EMO coordinator should be asked what the minimum is needed for the Municipality to be considered a command center.
- CAO would like to ask an electrician for recommendations. Council suggested if there is no need to have a separate installer for warranty purposes, then the install could be done in house.
- CAO suggested going back to AH Rroy to ask what can be run from the existing electrical in the building as well as asking what the minimum standards are for running a command center. Council agreed.

*Kerri Penney, Recreation Coordinator, joined the meeting at 2:09pm.*

### **b. Pioneer Park Update**

- Kerri Penney, Recreation Director updated Council on the meetings that have been held in regards to Pioneer Park.
- Public Meetings were held on September 26<sup>th</sup> and November 5<sup>th</sup>, 2019
- A conversation was held with the representative from United Church who mentioned that the lease agreement may an option to progress the Pioneer Park project.
- The public consultation on November 5<sup>th</sup> yielded the following feedback/information:
  - Now – Park needs more regular maintenance, structures on site need some repair, park can be prone to flooding, bridge not fully accessible, park identification/promotion is almost non-existent.
  - Wow – Park has regular maintenance performed, trees/current structures attended to, beautification efforts made, potential for: washrooms, water/power, new bridge, amphitheater, regular events and new signage (both park identification and wayfinding)
  - How - Pioneer park board, volunteers, funding, planning, engineered study, community buy-in and a lease on the property.
- Council asked about having a different base, other than the grass, because of natural elements that may cause issues such as blackflies, ticks and geese. The Recreation Coordinator said that managing

natural elements is usually viewed as a part of being outdoors, but understands that those elements can hinder the use of the area.

- Council asked who the point of contact was with the United Church. The Recreation Director said the minister has been the representative.
- There were two asks of Council following these two public meetings:
  1. Municipal Council to explore the opportunity to develop a lease agreement with the United Church for the Pioneer Park property
  2. Create a Pioneer Park Task Team consisting of municipal staff, councilors and members of the public that would take on this project moving forward.
- There are no boundary lines separating the church and Pioneer Park. That line would need to be discussed within the lease agreement.
- Council asked about the liability and insurance. This would be outlined in the lease as with other property that is leased through the Municipality.
- Council inquired about what the structure of the committee would look like. The Recreation Director said that is still up for discussion but sees it being similar to the Active Transportation Committee.
- Council asked if the Streetscapes Committee could also serve as the Pioneer Park Committee because of the overlap in plans but later suggested to possibly start with a separate committee for Pioneer Park and bring them together in the future if needed.
- Council would like to contact the United Church to discuss lease option.

b. Streetscapes Plan

- The Streetscapes Plan is now available on the website and the public meeting was held Nov. 14<sup>th</sup>, 2019.
- Staff requested to formally have in the minutes that the plan has been received and accepted.

*On recommendation of Councillor Findlay and seconded by Councillor Kaiser-Kirk, Council accepts the Streetscapes Plan that was prepared by Upland as presented.*

***Recommendation adopted.***

- Council asked to have Streetscapes added to the agenda of the next COTW in order to further discuss implementation of the plan.

*Kerri Penney, Recreation Director, left the meeting at 2:35pm.*

c. December Meeting Dates

- COTW- December 4<sup>th</sup>, 2019- 1:00pm
- Council- December 9<sup>th</sup>, 2019- No meeting unless needed.
- COTW- December 18<sup>th</sup>, 2019- 1:00pm

d. In Camera Session- Contract Negotiations

*Deputy Warden Dort left the meeting via teleconference at 2:41pm.*

***On motion of Councillor Kaiser Kirk and seconded by Councillor Findlay, Council moved into an in-camera session for contract negotiations at 2:41pm.***

***On motion of Councillor Smith, Council reconvened to regular session at 3:58pm.***

**Adjournment**

*On motion of Councillor Findlay, there being no further matters of business, Council adjourned at 3:58pm.*



Recorded By  
Municipal Clerk/Special Projects Coordinator



Approved By  
Warden Mosher