



# Municipality of the District of St. Mary's

Committee Of The Whole (COTW) Meeting  
Wednesday, May 20<sup>th</sup>, 2020

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## 1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, May 20<sup>th</sup>, 2020 at 7:00pm in the Council Chambers Sherbrooke, N.S.

## 2. Attending:

Warden Mosher (via teleconference)  
Councillor Baker (via teleconference)  
Councillor Smith (via teleconference)

Councillor Kaiser-Kirk (via teleconference)  
Councillor Findlay (via teleconference)  
Councillor Malloy (via teleconference)

## Also Attending:

Marvin MacDonald, CAO (via teleconference)  
Marian Fraser, Director of Finance (via teleconference)  
Marissa Jordan, Municipal Clerk (via teleconference)

## 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.*

***Motion carried.***

## 4. Approval of Minutes:

*On motion of Councillor Kaiser-Kirk and seconded by Councillor Findlay, Council approved the minutes of the COTW Meeting held Wednesday, May 6<sup>th</sup>, 2020.*

***Motion carried.***

## 5. Business Arising from the Minutes:

- No business arising.

## 6. Other Matters of Business:

### a. Gravel Roads Program

- CAO MacDonald received an email from Lloyd Hines' office indicating that their office had received a request from a constituent on Waternish Road that the Waternish Road be considered for the Gravel Road Program. Lloyd Hines' office questioned if there was interest from Council the Minister would like to nominate the road officially. CAO MacDonald responded to his office relaying that Council was under the understanding that Waternish Road was being upgraded over the last few years under the RIM program and because of that it wasn't on the list for the Gravel Road Program. CAO MacDonald included the original letter from 2019 that specified the following three roads that were chosen by Council:
  1. New Chester Road from end of gravelling to be completed by the local TIR crews in 2019 to the end of the road.
  2. Deans Settlement Road from intersection with the 374 at Trafalgar to Halifax County Line
  3. Westside Lochiel Lake Road from intersection with College Rd to intersection with Trunk 7
- The CAO called the area supervisor for Transportation and Infrastructure Renewal (TIR) and inquired about the Waternish road to see if it was currently receiving any upgrades under the RIM program and

the supervisor said that he had submitted the Old Road Hill for the Gravel Roads Program for this year. So, their intention is upgrade Old Road Hill this year and the Waternish Road is not on their list.

- Council discussed if they should stand behind their original options for the Gravel Roads Program that was submitted in 2019 or consider what can be done with the request for Waternish Road to be added.
- Councillor Kaiser-Kirk and Councillor Smith both conveyed that there was a significant amount of thought and effort put into developing the original list over numerous Committee of the Whole Meetings.
- Councillor Findlay expressed that one reason the Waternish Road was not put on the original list by Council was because TIR had said they would be doing work to that road. Councillor Findlay asked if there would be an issue with putting the Waternish Road on the list as a fourth option.
- The CAO clarified that TIR has been doing repairs to the Waternish road under the RIM program, but these repairs are not as in depth as they would be with the Gravel Roads Program.
- Council discussed the option of adding the Waternish Road as an addition to the list for the Gravel Roads Program.
- Council gave direction to the CAO to add the Waternish Road to the Gravel Roads Program as a fourth option and resubmit.
- Councillor Findlay added that residents from Waternish Road have been having issues for quite some time and this request is nothing new. Warden Mosher agreed and said that most gravel roads in the province need repair. The CAO said he would copy the letter to the area supervisor and the area manager.

#### b. Streetscapes Update

- The CAO provided an update to Council on the progress happening at 16 Main Street. Water and sewer are both currently hooked up and connected to the building. The gravel parking lot has yet to be prepared as they are waiting for gravel to be available but will be done in the coming days.
- Landscaping, sod, plants, beds, curbs, sidewalks and signage have still yet to be installed. Currently the total spent is approximately \$6000 and there is \$10,000 left to use for Phase 1 of the project.
- For Phase 2, municipal staff have applied for funding through Beautification Funding to include streetlighting, light poles, sidewalks and curb work. This is approximately \$50,000 worth of work and are asking for \$25,000 from the Beautification Funding but have not heard back on the application as of yet.

#### c. Municipal Election Update

- The CAO stated that the Minister of Municipal Affairs recently confirmed that the province will be moving ahead with the 2020 Municipal Elections. There has been concern with all municipalities about this announcement and a letter was sent May 19<sup>th</sup>, 2020 to the premier expressing the concern on behalf of all municipalities. The Nova Scotia Federation of Municipalities (NSFM) held a zoom meeting on May 20<sup>th</sup>, 2020 in which Minister Porter was invited to attend. Minister Porter indicated that unless there is a second outbreak in late summer or early fall, the intention of the province is to move forward with the election so everyone should be preparing for an election.
- The Municipal Clerk provided an update on the 2020 Municipal Elections. The clerk relayed that on May 13<sup>th</sup>, 2020 the Minister of Municipal Affairs and Housing announced the municipal elections will be proceeding on October 17<sup>th</sup>, 2020 as required by the Municipal Elections Act. In his letter, Minister Chuck Porter encouraged municipalities to continue their preparations for the October election with the current public health protocols in mind; specifically, the requirements around social distancing.
- Sandy Hudson, Municipal Elections Officer, has been in contact with all Municipal Returning Officers to give an update on preparations that have been taking place. The Returning Officer's Handbook is currently being updated to reflect changes in the legislation and will be available soon. As well, on-line Returning Officer Training Sessions will be offered in early June and the Municipality has signed the agreement with Elections NS to obtain the list of electors in order to verify and refine.
- The Municipal Clerk reviewed the timeline for important dates to keep in mind during the upcoming election season. The Clerk also brought forth Considerations that are being discussed due to COVID-19 such as polling stations and alternative methods of voting.
- Councillor Smith asked if there was any confirmation or discussion with the province about funds to be made available if municipalities need to switch to alternative methods of voting and the cost associated

with them. CAO MacDonald stated that was apart of the concerns addressed in the letter to the premier on May 19<sup>th</sup>, 2020 and that, because of the needs for these alternative methods of voting, there will be additional costs to the election and municipalities are looking for the province to provide additional funding.

- Councillor Kaiser-Kirk asked if it was up to each individual municipality to decide which methods of alternative they will use and when is the deadline to decide. The CAO did confirm that is up to each municipality and can include any addition of alternative voting that is acceptable under the Elections Act. The Municipal Clerk confirmed that the deadline for this decision is August 17<sup>th</sup>, 2020.
- Councillor Smith asked if there would be changes made to the instructions given to nominees and how they are to conduct themselves in relation to COVID-19, such as those changes that are currently being made to the Municipal Returning Officer's Handbook. CAO MacDonald stated that he believed that the NSFM is working on guidelines around that. As far to door to door campaigning, Minister Porter stated on the zoom call that entering someone's house may not be acceptable for this election but going door to door and maintaining a six foot distance from the elector may be an option. This was not well received by individuals on the call.
- Councillor Malloy asked how the nominations papers would be signed by the five endorsers with the COVID-19 restrictions. CAO MacDonald said there may be ways to do that safely on a one on one basis.

#### d. Provincial Capacity Assistance Program- Inflow & Infiltration Study

- CAO MacDonald stated that for the last while staff has been collecting flow data from the Municipal Sewage Treatment Plant to assist in getting the design done for the UV treatment system and upgrade at the treatment plant that we have received funding for. The flows have been exceeding capacity in any type of wet weather events. The last two inspection reports from Department of Environment noted that the municipality had issues with the inflow and infiltration issues and is causing overflow or bypass of the treatment, which is a concern. The Department of Environment is asking that staff monitor and report each incident of overflow, which would happen quite frequently. For this reason, a study needs to be done in order to determine how much of it is being caused by storm water that is being redirected from basement drains and ease troughs that is being directed to our sanitary sewer. Staff also knows that there is a lot of infiltration from manholes.
- Staff is proposing to get funding from the province through the Provincial Capital Assistance Program (PCAP) to help fund this study which will help that will provide recommendations and a schedule on how to upgrade the manholes and how to divert the storm water flow and develop a whole plan to address the issue. The deadline for applications for the PCAP is May 25<sup>th</sup>, 2020. The CAO submitted an application at a cost of \$30,000 without a resolution from Council which is required by the program but indicated that he would take it to Council and provide the resolution if Council agrees with it. If they are not, CAO MacDonald said he would withdraw the application.

*On recommendation of Councillor Kaiser-Kirk and seconded by Councillor Baker, Council agrees to support the submission of the application for the Provincial Capital Assistance Program funding to undertake an inflow and infiltration study of the Sherbrooke Sewer Collection and Treatment System.*

- Councillor Findlay asked if this could be do to climate change. The CAO stated it could be and that the area seems to get heavier rainfalls on a more frequent basis but is something that would have built up over the years as the equipment ages.

***Recommendation adopted.***

#### e. Good Food Access Fund Grant

- The Director of Finance stated that staff are pleased to announce that through the organization Community Food Center Canada the Municipality has received a \$22,500 Good Food Access Fund grant. This funding is provided in part by the Government of Canada's Local Food Infrastructure Fund, as part of

the Food Policy for Canada. The fund aims to strengthen food systems and facilitate access to safe and nutritious food to those in need. It will provide emergency food aid in the wake of COVID-19 for residents of the Municipality of St. Mary's. The Municipality will be partnering with the local food bank as part of this project over the next couple months.

f. In Camera Session-Municipal Land Requests

***On motion of Councillor Baker and seconded by Councillor Malloy, Council moved to an in-camera session for Municipal Land Requests at 7:40pm.***

***On motion of Councillor Baker, Council returned to regular session at 8:03pm.***

*On recommendation of Councillor Findlay and seconded by Councillor Baker, Council agrees to proceed with the sale of Lot 14-1 to Megan Bingley with a price of \$20,000 plus HST subject to the original terms.*

***Recommendation adopted.***

*On recommendation of Councillor Smith and seconded by Councillor Kaiser-Kirk, Council agrees to allow for the easement as requested for 76 Dean Settlement Road.*

- Councillor Findlay asked if this recommendation was subject to the fact that the Municipality will have no responsibility to maintain the road. CAO MacDonald said he would have the municipal solicitor include this in the terms of the agreement.

***Recommendation adopted.***

## 7. Adjournment

*On motion of Councillor Baker there being no further matters of business, Council adjourned at 8:06pm.*



Recorded By  
Municipal Clerk/Special Projects Coordinator



Approved By  
Warden Moshier