



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting
Wednesday, October 7, 2020

1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, October 7, 2020 at 7:00pm in the Council Chambers Sherbrooke, N.S.

2. Attending:

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

Also Attending:

Marvin MacDonald, CAO
Marian Fraser, Director of Finance
Malloy Fraser, Community Development & Recreation Coordinator
Marissa Jordan, Municipal Clerk & Special Projects Coordinator

3. Approval of Agenda:

On motion of Councillor Findlay and seconded by Councillor Baker Council approved the agenda as presented.

Motion approved

4. Approval of Minutes:

On motion of Councillor Kaiser-Kirk and seconded by Councillor Malloy, Council approved the minutes of the COTW Meeting held Wednesday, September 16, 2020 with the following amendments:

- Council Kaiser-Kirk asked for an amendment to section 7d. by removing the end of bullet six starting at "and this in the past....." and all of bullet seven.

Motion approved. (1 Nay-Councillor Smith)

5. Business Arising from the Minutes:

- No business arising.

6. Presentation:

a. St. Mary's Genealogy Research Centre- Ruth Legge

- Ruth Legge, presented to Council on behalf of the St. Mary's Genealogy Research Centre to give information about the plans to establish an archival records protection and storage facility for the Municipality of the District of St. Mary's geographical area in Sherbrooke and to explore the possibility of financial support for this project within the next year or two.
- The Charles Murdoch house has been provided to the St. Marys Genealogy Research Centre to use as an Archival Storage Facility by Sherbrooke Village. The total restoration cost of the Charles Murdoch house is estimated at \$400,000.
- Mrs. Legge stated that the cost of fire suppression/fire detection system for archival documents is estimated at approximately \$50,000 – \$60,000, but she believed that this would be a long-term benefit to the entire Municipality of St. Mary's as a storage facility for archival of historical documents.

- Murdoch House is included as a component of an Atlantic Canada Opportunities Agency (ACOA) grant application being submitted by Sherbrooke Village through the Rural Institute for Cultural Heritage and Environmental Sustainability (RICHERS).
- About \$440,000 must be raised locally to have ACOA contribute \$560,000. A large portion of the Provincial Stimulus money that is now going into Historic Sherbrooke Village can be used as a match for ACOA funding.
- Mrs. Legge asked that Council consider making a pledge to assist with the cost of this project for the Municipality. Council said this will be discussed for the next fiscal budget and thanked Mrs. Legge for the presentation.

Council recessed at 7:28pm.

Council resumed the meeting at 7:30pm.

7. Correspondence:

a. NS Ground Search and Rescue

- Staff received a letter from NS Ground Search and Rescue which included a certificate of appreciation recognizing the Municipality's support for their 8th Annual Nova Scotia Ground Search and Rescue Associations' Wilderness Survival Guide. The letter also stated that the Municipality would be receiving a call requesting support for their 2020 Fundraising Project.

8. Other Matters of Business:

a. Recplex Return to Winter Play Plan

- Staff previously sent out the Recplex Return to Winter Play Plan as information for Council. This plan highlights COVID guidelines and procedures that all municipal and community groups as well as other users and residents must follow when using the Recplex for programming. The curling club, youth hockey and adult hockey have been consulted about the guidelines within the plan.
- Council asked if there will be a particular staff member assigned to implement and enforce the COVID guidelines as discussed in the plan. Staff said that there will be a new person hired within the next week called a Recplex Monitor and these tasks will be a part of their job duties.
- Council asked about the phases in the plan. Staff explained that the phases are determined by the Provincial guidelines and these will have to be consistently monitored for changes.
- Council asked that the plan include a section that states that the Municipality will adapt the plan as provincial guidelines change and a section stating that the Municipality reserves the right to close the Recplex and any programming in the interest of public safety if needed.
- The suggested revisions will be discussed, and the draft will be further reviewed by staff/CAO prior to being made public.

b. Heritage Properties

- In recent months, the Municipality had received three enquiries relating to the Municipal Heritage Property by-law (one for de-registration, one for a provincial and federal registered building and one for a cemetery).
- Council directed staff to research the Heritage Property By-Law to explore options for the Municipality in dealing with heritage properties.
- St. Mary's adopted a Heritage Property By-Law in March 1989 and formed a Heritage Advisory Committee. The Committee was made up of four council members and two members of the public (appointed by Council). A total of six properties in the District of St. Mary's were

registered as a Municipal Heritage Property. Since the 2004 designation was granted there are no records on file that indicates the committee has been active.

- Staff recommended that Council consider updating the current By-Law to reflect the changes since the initial By-Law was adopted in 1989 and to consider designating the COTW as the Heritage Property Advisory Committee and assign them the powers and duties pursuant to the Act.
- Council asked if there was a list of requirements for Heritage Properties through the province for heritage properties. The CAO stated that there may be the possibility to add requirements within the Municipal Heritages By-Law if Council decides to update the By-Law.
- Council asked if there are advantages to a property being deemed a Municipal Heritage Property such as the qualifications to receive grants through the government. The CAO confirmed that there are small grants available through the government for municipal heritage properties.

On recommendation of Councillor Findlay and seconded by Councillor Kaiser-Kirk, Council proceed to update existing Municipal Heritage By-Law.

Recommendation adopted

c. Recordings & Live Streaming

- Councillor Smith was previously contacted by several residents about making Council meetings available to the public through audio recordings or video recordings. Residents also mentioned the Engage NS study and that it was focused on increasing communication between Council and residents.
- Councillor Smith asked that Council discuss the option of recording meetings through audio or visual platforms.
- Council held discussion on the way to implement these recordings including platforms and cost, as well as if Council would like to pursue this avenue. Council said that this will be an item for further discussion after the new Council has been sworn in.

d. Eastern Mainland Housing Authority

- Ruth Legge served as a representative for the Eastern Mainland Housing Authority Board but her third consecutive three-year term as a representative has come to an end. There have been no new potential representatives step forward for the position, so Eastern Mainland Housing Authority has agreed to have Mrs. Legge serve for a fourth term.
- Staff asked that Council consider appointing Ruth Legge as the representative for the Eastern Mainland Housing Authority Board for a three-year term from October 2020 to October 2023.
- Council asked that the CAO first ask Eastern Mainland Housing Authority if it was appropriate for the same representative to serve for four consecutive terms.

e. Inflow and Infiltration Study

- As discussed at a previous COTW, the Municipality issued a RFP for an I&I study that will provide an overview of the collection system and identify where improvements and repairs can be made to reduce the inflow and infiltration into the system.
- Tenders closed on September 25, 2020 with a total of six proposals received for the project. The Steering Committee made up of Superintendent of Public Works, Director of Finance and CAO reviewed the proposals and selected CBCL as providing the best value for money. Prices submitted ranged from \$29,937.73 plus HST to \$70,891.50 plus HST.
- Staff are requesting that the COTW recommend to Council the award of the I&I Study to CBCL in the amount of \$29,937.73 plus HST.

On recommendation of Councillor Findlay and seconded by Councillor Baker, Council award the I&I Study contract to CBCL in the amount of \$29,937.73 plus HST.

- Council asked if there would be inspections of various storm water site issues and the CAO stated there would be if it was evident that the storm water was getting into the sanitary collection system. Council also asked where the company was located. The CAO said the proposal came from the Sidney office, but the project coordinator is from Antigonish.
- Council asked when the project will be completed. The CAO stated that it will be started in the next few weeks and completed the fall/winter of 2020.

Recommendation adopted

f. Municipal Tax Sale

- The sealed tender bids for the municipal tax sale were opened this morning, October 7, 2020 at 9:00am with the Director of Finance, Municipal Clerk and one member of public present. There were two properties for tender, AAN:02084341 which received no bids and AAN:0091082 which received six bids. The six bids for AAN:0091082 ranged from \$2,777.78-\$3,500 with a tie bid of \$3500. This property had a minimum bid of \$2500.
- The Director of Finance ask that Council go in camera to discuss the details on how to move forward with both properties.

On motion of Councillor Smith and seconded by Councillor Findlay, Council moved into an in-camera session for Municipal Tax Sale at 8:07pm.

Motion approved

On motion of Councillor Baker and seconded by Councillor Malloy, Council reconvened to regular session at 8:25pm.

Motion approved

On recommendation of Councillor Smith and seconded by Councillor Findlay, Council offer the St. Mary's River Association (SMRA) the portion of land which the building is located with AAN 05814235 that the SMRA currently leases if the SMRA pays all associated costs with transferring the land.

Recommendation adopted

On recommendation of Councillor Baker and seconded by Councillor Malloy, Council hold a sealed bid municipal tax sale for AAN 01026712 at a minimum bid of \$5000 with all bids due by Wednesday February 3rd, 2021 at 9:00am.

Recommendation adopted

9.Adjournment

On motion of Councillor Baker and seconded by Councillor Findlay there being no further matters of business, Council adjourned at 8:30pm.

Motion approved



Recorded By
Municipal Clerk/Special Projects Coordinator



Approved By
Warden Wier