



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting
Wednesday, December 16th, 2020

1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, December 16th, 2020 at 7:00pm in the Council Chambers Sherbrooke, N.S.

2. Attending:

Warden Wier	Councillor Mailman
Deputy Warden Fuller	Councillor Malloy
Councillor Baker	Councillor Zinck

Also Attending:

Marian Fraser, Director of Finance
Marissa Jordan, Municipal Clerk & Special Projects Coordinator

3. Additions to the Agenda:

- Council asked that Trimming of Trees on HWY 211 be added as addition 9d.

4. Approval of the Agenda:

On motion of Councillor Baker and seconded by Councillor Zinck, Council approved the agenda with addition.

Motion approved.

5. Approval of Minutes:

On motion of Councillor Malloy and seconded by Deputy Warden Fuller, Council approved the minutes of the COTW Meeting held Wednesday, December 2nd, 2020.

Motion approved.

6. Business Arising from the Minutes:

- No business arising.

7. Presentations:

a. Property Valuation Services Corporation (PVSC)- Rury Skinner & Dave Penny

- Dave Penny presented on behalf of PVSC and gave an overview of the company's assessment processes and procedures for a typical fiscal year. The presentation included PVSC's responsibilities during the assessment process as well as property value determination, mass appraisal, key dates, and valuation data and sources.
- Mr. Penny gave an overview of the Capped Assessment Program (CAP) as well as the inquiry and appeal period for assessment notices which is a 31-day period from January 11, 2021 until midnight February 11, 2021. Rury Skinner, the local assessor for the municipality, introduced himself and described the areas that he covered.
- Council thanked PVSC for their presentation and will forward future questions to PVSC through staff.

8. Staff Report:

a. Accessibility Plan Update- Hannah MacDonald:

- Hannah MacDonald, Development Projects Coordinator, updated Council on the Accessibility Committee and the status of the Accessibility Plan. Ms. MacDonald reviewed what has been completed to date

including the terms of reference, the formation of the committee and the Accessibility Advisory Committee Policy. In addition to these items, the committee has been holding meetings as well as performing audits on municipal facilities to help develop information for the Accessibility Plan.

- Council asked what the committee was looking at when doing the audits. Ms. MacDonald said the committee used the Rick Hansen Accessibility guidelines when assessing the buildings parking lots, bathroom facilities, and measurements of fixtures in those areas.

9. Other Matters of Business:

a. Mileage/Expense Policy:

- As per the Mileage/Expense Policy, by January 31st immediately following a regular election held under the Municipal Elections Act, Council shall review the policy and, following a motion by Council, either re-adopt the policy or amend it and adopt the policy as amended.
- Council discussed the policy and agreed to re-adopt the policy.

On recommendation of Councillor Baker and seconded by Deputy Warden Fuller, Council agree to re-adopt the Mileage/Expense Policy as presented.

Recommendation adopted.

b. Councillor Pension Plan:

- The Director of Finance presented the Councillor Pension Plan Policy (draft #1) that was created by staff following direction from Council.
- Council discussed and agreed to adopt the policy.

On recommendation of Councillor Mailman and seconded by Councillor Zinck, Council adopt the Councillor Pension Plan Policy as presented.

Recommendation adopted.

c. Dangerous & Unsightly Properties:

- Councillor Zinck brought forward two properties in the District 2 area that are dangerous and unsightly. The building inspector did investigations on both properties and recommended that the property in Marie Joseph (PID37530516) should be demolished and cleaned up. The building inspector did not provide a recommendation for the second property in Marie Joseph (PID 37530532) as the owner is in a long-term care facility and it is unsure who is responsible for the property.

On recommendation of Councillor Baker and seconded by Councillor Zinck, Council agree to have staff send a letter to owners of property with PID 37530516 and property with PID 37530532 and ask that the owners outline a plan to clean up the properties.

Recommendation adopted.

d. Tree Trimming on HWY 211:

- Council asked to add this item to the agenda due to resident concerns and ask that Council discuss. Multiple residents have expressed concern that the trimming is potentially dangerous as well as unsightly.
- Council discussed and directed staff to investigate the issue with the appropriate officials.

9. Adjournment

On motion of Baker and seconded by Councillor Malloy there being no further matters of business, Council adjourned at 7:56pm.

Motion approved.

Recorded By
Municipal Clerk/Special Projects Coordinator

Approved By
Warden Wier

