



# Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting  
Wednesday, June 2<sup>nd</sup>, 2021

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## 1. Meeting, Date & Time:

The COTW Meeting of the St. Mary's Municipal Council was called to order on Wednesday, June 2<sup>nd</sup>, 2021 at 4:03pm in the Council Chambers Sherbrooke, N.S.

*\* All participants attended virtually using Microsoft Teams\**

## 2. Attending:

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

## Also Attending:

Marvin MacDonald, CAO  
Marissa Jordan, Municipal Clerk & Special Projects Coordinator

## Absent with Regrets:

Marian Fraser, Director of Finance

## 3. Additions to the Agenda:

- Item 9a to be deferred until the next COTW.

## 4. Approval of the Agenda:

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

***Motion approved.***

## 5. Approval of Minutes:

*On motion of Councillor Harpell and seconded by Councillor Malloy, Council approved the minutes of the COTW Meeting held Wednesday, May 19<sup>th</sup>, 2021.*

***Motion approved.***

## 6. Business Arising from the Minutes:

### Non-Profit Organization Property Tax Exemption Application- Stillwater Community Club:

- Staff received a new application with all criteria being met from the Stillwater Community Club to be added to Schedule A of the Non-Profit Organization Property Tax Exemption Policy.

*On recommendation of Deputy Warden Fuller and seconded by Councillor Mailman, Council agreed to approve the Stillwater Community Club as an additional non-profit organization for the Property Tax Exemption-Schedule A.*

***Recommendation adopted.***

### Municipal Heritage Property:

- Staff was contacted by a Mr. Daniel Bryce a Senior Planner with Communities, Culture & Heritage after reviewing the municipal Heritage Property By-Law that was previously submitted. Mr. Bryce

stated that Section 3.1 of the proposed Heritage Property By-Law states that the municipality will appoint its Committee of the Whole to serve as its Heritage Advisory Committee (HAC). However, Section 12 of the Act does not allow this to occur (only a Planning Advisory Committee may serve as the HAC).

- Mr. Bryce suggested a simple amendment to the document prior to sending to the Minister for approval with the amendment. A separate Heritage Advisory Committee must be formed in order to proceed with any applications to register or de-register a property.
- Deputy Warden Fuller and Councillor Harpell agreed to serve as council representatives on the committee.

*Councillor Baker joined the meeting at 4:10pm.*

#### J-Class Roads:

- Staff was contact by Basil Pitts with Transportation Infrastructure and Renewal (TIR). Last year the Municipality spoke to TIR regarding the potential to repave Main Street and install sidewalks (Corner of Court St. to Clover Farm) at the same time.
- A design had been drawn up by Strum Engineering and at the time TIR said that Municipality did not meet the specifications for rural sidewalks. Due to the limiting amount of room, it was suggested to request a variance from the typical rural specifications. Staff wanted to know if Council would be interested in installing sidewalks there before going ahead with the request for a variance. The cost share would not include the sidewalks but would include the repaving of Main Street.
- Council asked if there would be a cost estimate supplied by TIR when asking for the variance and the CAO confirmed that a cost estimate would be given prior to committing to the contract. Council agreed that staff get a cost estimate to repave Main Street as well as install sidewalks on Main Street from Court Street to Clover Farm.

## **7. Presentations:**

### a. Climate Change Plan- Kaytland Smith, Climate Change Action Plan Coordinator:

- Kaytland Smith introduced herself as the Climate Change Action Plan Coordinator for the Municipality. This position is partially funded through the Clean Foundation- Clean Leadership Internship which is a 15-week position with a main focus on updating the Municipal Climate Change Action Plan.
- Mrs. Smith explained her strategy for updating the planning including resiliency as the main theme of the plan and using the resiliency cycle to help improve resilience as it relates to climate change. She also introduced a policy, Climate Change Resilience Committee Policy for Council's discussion and potential approval. The purpose of this policy is to establish and govern the Climate Change Resilience Committee (CCRC) that will work toward completion of the Climate Change Action Plan (CCAP) as a resource for the Municipality and council business. The CCRC plays an essential role in helping the Municipality of the District of St. Mary's in becoming a climate change resiliency leader and meeting climate goals.
- The committee will be established for the 3 months that the plan is being updated and will include a youth representative, business owner, community member, group/and or organization designate and two councillors.
- Councillor Mailman and Warden Wier agreed to sit on the CCRC.

On recommendation of Councillor Mailman and seconded by Councillor Zinck, Council approved the Climate Change Resilience Committee Policy.

**Recommendation adopted.**

## 8. Correspondence:

### a. Sherbrooke Village Provincial Operating Grant- Minister of Communities, Culture & Heritage:

- Staff received correspondence from Minister Lohnes-Croft thanking the Municipality for the letter of support regarding the increase to the provincial operating grant for Sherbrooke Village Museum.

## 9. Other Matters of Business:

### b. 2021/2022 Graduates:

- Council discussed different options to congratulate the Saint Mary's Education Centre Academy graduates of 2021.
- Council agreed to place an add in the Guysborough Journal as well as place a congratulatory sign at the corner of HWY 7 and Old Road Hill. Council also asked that staff inquire with the school if there is a possibility to arrange a lunch for the graduates.

### c. Gravel Road Program:

- Council discussed gravel roads as options to add to the Gravel Road Priority List for the 2022 Construction season.
- Gravel roads discussed included Waternish Road, West Side Indian Harbour Lake Road, West Liscomb Road and Walker Road.
- It was agreed that West Side Indian Harbour Lake Road as well as the Walker Road may be able to be considered for maintenance under the RIM Program and the Waternish Road and West Liscomb Road on the Gravel Road Priority List.

### d. Port Bickerton Lighthouse Road Tender:

- Two tenders were received for the Port Bickerton Lighthouse Road Tender. The first bid was from Wilson's Cove Excavation and Trucking for the amount of \$19,230 and G.F. MacDonald & Sons Ltd for the amount of \$14,700.
- Council agreed to award the tender to G.F. MacDonald & Sons Ltd. This is under the Provincial Cost Share Program.

On recommendation of Deputy Warden Fuller and seconded by Councillor Harpell, Council award the tender for the Port Bickerton Lighthouse Road to G.F. MacDonald & Sons Ltd for the amount of \$14,700 plus HST.

**Recommendation adopted.**

## 10. Adjournment

On motion of Councillor Malloy and seconded by Councillor Zinck there being no further matters of business, council adjourned at 5:03pm.

**Motion approved.**

  
Recorded By  
Municipal Clerk/Special Projects Coordinator

  
Approved By  
Warden Wier