

A Session of Committee of the Whole of Stewiacke Town Council was held **on Thursday, October 8<sup>th</sup>, 2020 at 7:00 PM** at the **Community Centre, Stewiacke, NS**

**1. Call to Order**

Mayor Robinson called the meeting to order at 7:00 pm.

**2. Attendance**

**PRESENT:**

Mayor Wendy Robinson	Deputy Mayor Roseanne Chapman
Councillors: Mary Commo Rebecca Rogers-Laing	Susan Creelman Chad Ramsey
Staff: Dale Bogle, CAO Erin Richard – Recreation & Physical Activity Coordinator Jeff Sibley – Public Works Superintendent	Josh Hilton – Community Development Coordinator Lisa Feist – Recording Secretary
Via Zoom: Randi-Lynne Buchi – Manager of Finance	Grant Cooke – Development

**REGRETS / ABSENT:**

Nil

**3. Approval of / Changes to Agenda**

*On Motion of Deputy Mayor Chapman and Councillor Rogers-Laing it was moved that the agenda for October 8<sup>th</sup>, 2020 be approved as presented.*

***Motion carried unanimously.***

**4. Disclosure of Interest on Agenda Items**

Nil

**5. Approval of Minutes from Previous Meeting(s)**

**a) September 10<sup>th</sup>, 2020 – Committee of the Whole**

*On Motion of Councillor Creelman and Deputy Mayor Chapman it was moved to approve the minutes as presented for September 10<sup>th</sup>, 2020 - Committee of the Whole.*

***Motion carried unanimously.***

**b) September 29th, 2020 – Special Council Meeting**

*On Motion of Councillors Creelman and Commo it was moved to approve the minutes as presented for September 29<sup>th</sup>, 2020 - Special Council Meeting.*

***Motion carried unanimously.***

**6. Announcements / Proclamations**

Nil

**7. Presentations**

Nil

**8. Written Petitions and Correspondence**

- a. Library Report
  - Chief Executive Officer Report - for information purposes
  - The Library Post - for information purposes
- b. Municipal Election
  - i. Let's Make Health Matter – Nova Scotia Health Authority - for information purposes

**9. Business**

**a) Staff Reports**

1. Administration

CAO – Dale Bogle provided an overview of this report – highlighting points in the report on the Well Source Study update, the upcoming Election process, EMO & Covid19 related concerns with increased cases across the country. Expects to have rodent issue resolved in the next couple of weeks. Suggested to advance to the By-Law Committee review putting up a Christian Flag or any other specific flag requests. Announced Fall newsletter featuring 75<sup>th</sup> anniversary of the Fire Department and thanked Erin & Josh for their hard work on the new skate park – a lot of people are using it and it is a great addition to the community.

2. Public Works

Jeff Sibley provided the public works report.

3. Recreation

Erin Richard provided an overview of this report, highlighting the completion of the skate park and start of the flag football activity. Councillor Creelman inquired about the completion of the Accessibility Plan, Erin confirmed April 20, 2021 as well confirmed that there is interest and positive reception in taking a regional approach with the county and Truro to work together to complete.

Josh Hilton provided Community Development report.

#### 4. Planning

Grant Cooke provided an overview of this report, highlighting the Planning Advisory Committee did not meet in September as no immediate items to review. On-going inquiries are one on Perry Lake additional commercial option, a lease on the former church property for short-term café with a revised building plan and more information from a prior submission to do a “sea can type café”, couple of inquires on the deep lots off of Riverside, the use of “sea can’s” and the varied opinions of appeal (this will be added to the PAC agenda for next meeting), and the lot grading By-Law (similar to HRM) is under consideration and being looked into (will be added to the PAC agenda for November). As well, the former school property and the integrated transportation plan was addressed, ideas for development are being considered for the school property. The integrated transportation plan is currently being researched, looking for similar municipality to compile terms of reference and will update when more details develop. An email request has been sent to Department of Transportation to request financial assistance and terms of reference. Continue to compile terms of reference, then will prepare report, compile estimates and report to PAC and Council with regards to proceeding or not.

***On Motion of Deputy Mayor Chapman and Councillor Creelman, it was moved to approve the administration, public works, recreation and planning reports as presented.***

***Motion carried unanimously.***

#### 5. Financial

Randi-Lynne Buchi provided an overview of this report, highlighting that without charging interest on arrears we run the risk of continuing to have cash receipts lag behind the collection of past years. To reinstate interest charges, it encourages residents to pay to not attract more costs to their bills already. As well, it was noted that a decrease in rate will aid in off setting costs slightly. Confirmed that the balance of last year taxes and waste water at this time is \$280k, this year is at \$377k unpaid.

***On Motion of Councillor Creelman and Deputy Mayor Chapman it was moved to re-establish charging interest on outstanding property tax receivables and water/sewer receivables, as follows:***

- Interest to be applied to property tax accounts receivable owing after September 30, 2020.
- Interest to be applied to water/sewer accounts receivable owing after September 24, 2020.
- Interest on overdue amounts to be charged at the 1.5% per month.

***Motion carried.  
1 opposed.***

***On Motion of Councillors Creelman and Ramsey it was moved to utilize water disconnections for arrears, in accordance with the regulations approved by the NS Utility and Review Board.***

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***Motion carried unanimously.***

***On Motion of*** Deputy Mayor Chapman and Councillor Commo it was moved to decrease the per annum interest rate on overdue accounts from 18% to 15%. Also, to request approval for the same rate decrease from NS Utility and Review Board.

***Motion carried unanimously.***

***On Motion of*** Councillors Rogers-Laing and Ramsey it was moved to approve the Financial Report as presented for October 8<sup>th</sup>, 2020 – Committee of the Whole.

***Motion carried unanimously.***

**b) Rental of Council Chambers**

Erin Richard updates that Metro Works has expressed high interest to rent for a period of 40 weeks, between 9:00 am – 4:00 pm – this is a government funded program to aid in finding employment for individuals who may be facing particular barriers. Will present to at a future date to the bylaw and policy committee for further consideration of the rental policy for long term subsidy and other ways to generate revenue and increase use of the space. Covid19 considerations have been made to keep the office safe and clean for staff and guest to the town office.

***On Motion of*** Councillor Creelman and Deputy Mayor Chapman it was moved to recommend to Council the rental of Council Chambers to Metro Works for \$600 per month for 40 weeks.

***Motion carried unanimously.***

**c) Request for proposal for Community Center & Town Hall roofing work**

Jeff Sibley updates that one response was received for the request for proposal for roof replacement (either asphalt shingles or steel) at Community Center & Town Hall.

***On Motion of*** Councillor Commo and Deputy Mayor Chapman it was moved to recommend to council to approve the Roof Replacement work by Flagship Construction for the amount of \$77,640.00 at the Stewiacke Community Center and the Stewiacke Town Hall.

***Motion carried unanimously.***

**d) Covid19 Update – Business Interruption Pandemic Planning Committee – verbal**

CAO – Dale Bogle presented verbal update, highlighting an increase in Covid cases across the country, a clear indicator that we are likely facing a second wave of Covid sooner or later. Continue to monitor the situation to respond accordingly.

Councillor Ramsey stepped away from the meeting at 7:48 pm, returning at 7:50 pm.

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**10. By-Laws and Policies**

**Nil**

## **11. Citizens Comments**

CAO – Dale Bogle questioned if previous motions needed to be re-addressed to recommend to council, Mayor Robinson advised this will be looked into to confirm and clarify at a later date.

### **Pam Osborne -**

So I have a number of things actually, 1) the audio from all the meetings, it would be nice if they were uploaded in the minutes like the July and August ones are now that Septembers meeting has been approved and hope that will be continued to be done 2) I am still looking for the financial statements for up to date, now I would like one for end of September instead of the August one. The audit was not uploaded but I understand it was supposed to be 3) I also have a question I know you can't answer, it is about Election Day, it is sufficient space for voters, scrutineers, agents and workers; not quite sure that town hall will give you sufficient space for everyone. Because if every candidate had an agent, your looking at 13 people in addition to any voters and election workers. So I'm just wondering if that is enough space Dale for you. Also the motions that were made tonight are incorrect and against procedure, they are supposed to be motions made for recommendation only, and I was a bit disappointed to hear that one of the motions, although it said it was passed, I know that it can't be until October 22<sup>nd</sup> whereby you are going to add interest on and the CAO had just mentioned another wave of Covid is coming. And my last item if the CAO could pass along my huge thank you for coming up an clearing our sewer lines yet again, they were very speedy, they were cleared within an hour and I truly appreciate their time and their work effort on that.

## **12. Mayors Report**

### **Mayor Robinson**

Attended the luncheon for Glenda Young who received the Provincial Volunteer Award for this year, was supposed to receive in person but because of Covid there was a luncheon with the presentation via Zoom. It was quite meaningful and appreciate all the hard work put in.

Attended the BIPPC (Business Interruption Pandemic Planning Committee) meeting and will attend again as need requires. Gerald Davis received a lifetime membership award (member for 58 years) from the Stewiacke Legion. Thank you to the the library for all their contribution and good work to keep our library going. Attended the new skate park and expressed excitement to see it well attended with a variety of ages. The "box" and the "rail" will attract more people in the future. Thank you to the recreation department for putting that together.

## **13. Councillors Reports**

### **Councillor Creelman**

Just one thing, this is our last meeting before election – it has been a busy four years and there has been some good things and not so good things but I think that everyone has worked hard together and i know there are five other challengers and wish everyone good luck.

**Councillor Ramsey**

Attended the skate park, with a couple from halifax interested in building a home in Stewiacke and had been a while since at the ball field and the park has never looked better, Dennis Park looks great and truly see the difference in the work that has been done. Wishes everyone the best of the luck in the next election.

**Deputy Mayor Chapman**

Echoed Councillor Creelman on the past four years. Attended the luncheon and BIPC meeting and the library board meeting, noted that the skate park is fantastic and the dog park will be opening to the public next week. Attended the legion ceremony for Gerald Davis.

Mayor wishes good luck to all those and thank you to all my colleagues.

**14. In Camera Session**

Nil

**15. Notice of Motions and Reconsideration**

Nil

**16. Adjournment**

The meeting was adjourned at 8:05 pm.

Read and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

Audio link to session => [2020 10 08 CoW AUDIO](#)