

**COMMITTEE OF THE WHOLE  
WEDNESDAY, DECEMBER 3, 2025 @ 2:00 P.M.  
GUYSBOROUGH MUNICIPAL OFFICE**

Warden Paul Long called the meeting to order at 2:00 p.m.

**ATTENDANCE**

Warden Paul Long  
Councillor Mary Desmond  
Councillor Neil DeCoff  
Councillor Dave Hanhams  
Councillor Susan Cashin  
Councillor Fin Armsworthy

**OTHERS PRESENT**

Shawn Andrews, Deputy CAO  
Danita Imlay, Director of Finance  
Deborah Torrey, Development Officer  
Sean O'Connor, Director of Economic & Community Development  
Glen Avery, Director of Public Works  
Angie Tavares, Director of Recreation  
Christina Bowie, Manager of Special Initiatives & Communications  
Magdelyn Connolly, Municipal Clerk  
Media (via zoom)

**REGRETS**

Barry Carroll, CAO  
Deputy Warden Janet Peitzsche  
Councillor Hudson MacLeod

**APPROVAL OF AGENDA**

**25-12-95068**

**MOVED:** Councillor Mary Desmond

**SECONDED:** Councillor Neil Decoff

**MOTION:** THAT the Committee of Whole approve the agenda as presented.

**MOTION CARRIED**

**ACKNOWLEDGEMENT**

**APPROVAL OF THE MINUTES OF NOVEMBER 19, 2025**

**25-12-95069**

**MOVED:** Councillor Fin Armsworthy

**SECONDED:** Councillor Dave Hanhams

**MOTION:** THAT Committee of the Whole approve the minutes of November 19, 2025 as presented.

**MOTION CARRIED**

## **BUSINESS ARISING FROM MINUTES**

### **DELEGATIONS**

### **REPORTS**

#### **WARDEN'S REPORT**

**25-12-95070**

Warden Long reviewed his report as it was included in the meeting package for the information of Committee, highlighting the Finance Conditions Indicator included with the CAO's report. Warden Long thanked Directors and their departments for all their work throughout the 2025 year, recognizing Mrs. Anne Nagel and Mr. Barry Carroll who are retiring at the end of the year.

**MOVED:** Councillor Mary Desmond

**SECONDED:** Councillor Susan Cashin

**MOTION:** **THAT** Committee of the Whole approve the Warden's Report as presented.

**MOTION CARRIED**

#### **CHIEF ADMINISTRATIVE OFFICER REPORT**

**25-12-95071**

Warden Long stated that Mr. Carroll's report has been included in the meeting package for the information of Committee.

**MOVED:** Councillor Dave Hanhams

**SECONDED:** Councillor Neil Decoff

**MOTION:** **THAT** Committee of the Whole approve the Chief Administrative Officer Report as presented.

**MOTION CARRIED**

#### **DEPUTY CAO REPORT**

**25-12-95072**

Mr. Andrews reviewed his report for the information of Committee, stating that there continues to be numerous discussions province wide on fire service. He thanked staff who helped with the water voucher program, which reached an average of 350 residents bi-weekly. Mr. Andrews stated that he has met with CAO's in St. Mary's and Mulgrave regarding the funding assistance that has been awarded for REMO.

**MOVED:** Councillor Mary Desmond

**SECONDED:** Councillor Fin Armsworthy

**MOTION:** **THAT** Committee of the Whole acknowledge local vendors and thank them for their cooperation in the water voucher program.

**MOTION CARRIED**

**MOVED:** Councillor Dave Hanhams

**25-12-95073**

**SECONDED:** Councillor Susan Cashin

**MOTION:** THAT Committee of the Whole approve the Deputy Chief Administrative Officer Report as presented.  
**MOTION CARRIED**

**DIRECTOR OF FINANCE REPORT**

**25-12-95074**

Mrs. Imlay noted that her report was included in the meeting package and briefly reviewed her report for the information of Council. She stated that all three properties in the tax sale sold, which indicates a successful sale. Mrs. Imlay stated that the assessment notices are scheduled to go out January 13<sup>th</sup>, 2026, which gives residents 31 days to appeal their assessment.

**MOVED:** Councillor Neil Decoff

**SECONDED:** Councillor Mary Desmond

**MOTION:** THAT Committee of the Whole approve the Director of Finance Report as presented.  
**MOTION CARRIED**

**DEVELOPMENT OFFICER'S REPORT**

**25-12-95075**

Mrs. Torrey stated that her report has been included in the meeting package and that she is happy to answer any questions Committee may have.

**MOVED:** Councillor Dave Hanhams

**SECONDED:** Councillor Susan Cashin

**MOTION:** THAT Committee of the Whole approve the Development Officer's Report as presented.  
**MOTION CARRIED**

**DIRECTOR OF PUBLIC WORKS' REPORT**

**25-12-95076**

Mr. Avery stated that his report was included in the meeting package and provided Committee with a brief update on capital projects.

**MOVED:** Councillor Fin Armsworthy

**SECONDED:** Councillor Mary Desmond

**MOTION:** THAT Committee of the Whole approve the Director of Public Works' Report as presented.  
**MOTION CARRIED**

**BRIEFING NOTE – CANSO ARENA EXPANSION (FITNESS CENTRE), PROGRESS CLAIM #6**

**25-12-95077**

Mr. Avery reviewed the briefing note which was included in the meeting package regarding Progress Claim #6 for the Canso Arena Expansion Project.

**MOVED:** Councillor Fin Armsworthy

**SECONDED:** Councillor Dave Hanhams

**MOTION:** THAT Committee of the Whole of the Municipality of the District of Guysborough authorize payment of Progress Claim #6 in the amount \$269,969.48 (plus HST) to Iron Maple Constructors Inc.  
**MOTION CARRIED**

**DIRECTOR OF RECREATION REPORT**

**25-12-95078**

Mrs. Tavares stated that her report was included in the meeting package. She highlighted the various community group partnerships that Recreation is working with to host events throughout the month of December. Mrs. Tavares stated that their annual bus trip was held last week, which was a great success. She stated that they have sold 135 tickets to GOALS holiday turkey dinner next week and the annual Festival of Lights is this Friday at the CLC. Mrs. Tavares thanked Public Works for their continued work on the Canso Arena renovations.

**MOVED:** Councillor Neil Decoff

**SECONDED:** Councillor Mary Desmond

**MOTION:** THAT Committee of the Whole approve the Director of Recreation Report as presented.

**MOTION CARRIED**

**DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT REPORT 25-12-95079**

Mr. O'Connor stated that his report was included in the meeting package for the information of Council. He provided Committee with an update from Everwind and Lazy Head drilling which is scheduled to begin tomorrow.

**MOVED:** Councillor Dave Hanhams

**SECONDED:** Councillor Susan Cashin

**MOTION:** THAT Committee of the Whole approve the Director of Economic & Community Development Report as presented.

**MOTION CARRIED**

**COMMITTEE BUSINESS**

**CORRESPONDENCE/NEW BUSINESS**

(Deputy Warden Peitzsche arrived 2:29pm)

**CORRESPONDENCE – MUNICIPAL AFFAIRS**

Mr. Andrews briefly reviewed the contents of the correspondence for the information of Committee.

**CORRESPONDENCE – COMMUNITY FIRST GUYSBOROUGH COUNTY HOUSING ASSOCIATION** **25-12-95080**

Warden Long stated that they are requesting an amendment to MODG’s tax exemption policy.

**MOVED:** Councillor Susan Cashin

**SECONDED:** Councillor Fin Armsworthy

**MOTION:** THAT Committee of the Whole refer this request to staff for a report and recommendation.

**MOTION CARRIED**

**FUTURE MEETINGS**

- December 3<sup>rd</sup> @ 3:00pm – Regular Monthly Council
- December 3<sup>rd</sup> @ 4:00pm – Long Service Awards
- January 7<sup>th</sup> @ 2:30pm – Economic Development Session
- January 7<sup>th</sup> @ 3:30pm – Dept. of Public Works & Infrastructure
- January 7<sup>th</sup> @ 4:30pm – Committee of the Whole
- January 21<sup>st</sup> @ 3:00pm – Meeting with MP
- January 21<sup>st</sup> @ 4:30pm – Regular Monthly Council

**ADJOURNMENT**

**25-12-95081**

**MOVED:** Councillor Mary Desmond

**MOTION:** THAT the December 3, 2025 Committee of the Whole stand adjourned.

**MOTION CARRIED (2:32 pm)**

---

**WARDEN**

---

**CHIEF ADMINISTRATIVE OFFICER**

---

**DATE**