

**COMMITTEE OF THE WHOLE
WEDNESDAY, JULY 15, 2025 @ 3:30 P.M.
GUYSBOROUGH MUNICIPAL OFFICE**

Warden Paul Long called the meeting to order at 3:30 p.m.

ATTENDANCE

Warden Paul Long
Deputy Warden Janet Peitzsche (via zoom)
Councillor Mary Desmond
Councillor Neil DeCoff
Councillor Dave Hanhams
Councillor Susan Cashin
Councillor Fin Armsworthy

OTHERS PRESENT

Sean O'Connor, CAO
Shawn Andrews, Deputy CAO
Danita Imlay, Director of Finance
Deborah Torrey, Development Officer
Glen Avery, Director of Public Works
Angie Tavares, Director of Recreation
Jason Thorpe, Director of Economic & Community Development
Christina Bowie, Manager of Special Initiatives & Communications
Kelsey Reece, Director of Emergency Services
Magdelyn Connolly, Municipal Clerk
Community Members
Media

REGRETS

Councillor Hudson MacLeod

APPROVAL OF AGENDA

26-07-95181

8. a) i) Canso Sidewalks

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Mary Desmond

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

ACKNOWLEDGEMENT

APPROVAL OF THE MINUTES OF JUNE 3, 2026

26-07-95182

MOVED: Councillor Mary Desmond

SECONDED: Councillor Susan Cashin

MOTION: **THAT** Committee of the Whole approve the minutes of June 3, 2026 as presented.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES

DELEGATIONS

REPORTS

WARDEN'S REPORT

26-07-95183

Warden Long reviewed his report as it was included in the meeting package for the information of Committee, highlighting the art festival and other local celebrations throughout the Municipality. Warden Long congratulated the U17 female softball team, which is advancing to Eastern Canadians in New Brunswick.

MOVED: Councillor Neil Decoff

SECONDED: Councillor Susan Cashin

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

MOTION CARRIED

CHIEF ADMINISTRATIVE OFFICER REPORT

26-07-95184

Mr. O'Connor stated that his report was included in the meeting package for the information of Committee. He thanked Mrs. Imlay, Mr. McAuley and the Finance Department for their work on the 2025/2026 Audit process.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Mary Desmond

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

MOTION CARRIED

DEPUTY CAO REPORT

26-07-95185

Mr. Andrews report was included in the meeting package for the information of Committee. He reviewed his report as it was included in the meeting package for the information of Committee.

MOVED: Councillor Dave Hanhams

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

26-07-95186

Mrs. Imlay stated that she has been working steadily on the audit process. She stated that the tax sale is tentatively scheduled for November 24th, 2026 at 11:00am and that tax collection efforts are going very well.

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

26-07-95187

Mrs. Torrey stated that her report has been included in the meeting package and she is happy to answer any questions that Committee may have. She highlighted that they attended the kickoff meeting with WSP.

Moved: Councillor Susan Cashin

Seconded: Councillor Fin Armsworthy

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

BRIEFING NOTE – AMENDMENTS TO POLICY H-15 PUBLIC PARTICIPATION

26-07-95188

Mrs. Torrey stated that these amendments are as a result of the provincial updates to the Municipal Government Act.

Moved: Councillor Dave Hanhams

Seconded: Councillor Susan Cashin

Motion: **THAT** the Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough that they give Notice of Motion to amend Policy 5-15 Public Participation & Engagement Program Policy.
MOTION CARRIED

DIRECTOR OF PUBLIC WORKS' REPORT

26-07-95189

Mr. Avery stated that his report was included in the meeting package for the information of Committee. He reviewed his report as it was included in the meeting package. Mr. Avery highlighted that he has hired a Carpenter / Building & Fire Inspector in the Public Works Department, who will be beginning his coursework and training immediately.

Moved: Councillor Susan Cashin

Seconded: Councillor Neil Decoff

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

BRIEFING NOTE – LOADER PURCHASE

26-07-95189

Mr. Avery reviewed the briefing note as it was included in the meeting package.

Moved: Councillor Fin Armsworthy

Seconded: Councillor Mary Desmond

Motion: **THAT** the Council of the Municipality of the District of Guysborough award the purchase of a new Municipal Loader to Wajax Ltd for the tendered amount of \$178,561.77 plus HST.

MOTION CARRIED

BRIEFING NOTE – PROGRESS CLAIMS FOR CANSO FITNESS CENTRE

26-07-95190

Mr. Avery reviewed his briefing note as it was included in the meeting package.

Moved: Councillor Susan Cashin

Seconded: Councillor Dave Hanhams

Motion: **THAT** the Council of the Municipality of the District of Guysborough authorize payment of Progress Claims Nos. 10, 11 and 13, along with the release of Holdback Claim No. 12, to Iron Maple Constructors, in the total amount of \$338,727.50, including HST.

MOTION CARRIED

DIRECTOR OF RECREATION REPORT

26-06-95191

Mrs. Tavares stated that her report was included in the meeting package. She reviewed the summer student hires for the Recreation Department and reminded Council to let her know if they have events in their districts that they need student employees for. Mrs. Tavares thanked Public Works for getting the pools operating and stated they have almost 100 members at the Canso Fitness Centre.

Moved: Councillor Mary Desmond

Seconded: Councillor Susan Cashin

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

MOTION CARRIED

DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT REPORT

26-07-95192

Mr. Thorpe stated that his report was included in the meeting package for the information of Committee. He updated Committee on the various development projects in our Municipality.

Moved: Councillor Neil Decoff

Seconded: Councillor Dave Hanhams

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

MOTION CARRIED

MANAGER OF SPECIAL INITIATIVES & COMMUNICATIONS

26-07-95193

Mrs. Bowie reviewed her report as it was included in the meeting package for the information of Committee. She reviewed her report for the information of Committee, reminding Committee about the Emancipation celebration on Saturday, August 1st at 11:00am.

MOVED: Councillor Mary Desmond

SECONDED: Councillor Dave Hanhams

MOTION: **THAT** Committee of the Whole approve the Manager of Special Initiatives and Communications Report as presented.

MOTION CARRIED

BRIEFING NOTE - RECREATION NOVA SCOTIA'S ANTI-RACISM CHARTER

26-07-95194

Mrs. Bowie reviewed the briefing note as it was included in the meeting package.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Neil Decoff

MOTION: **THAT** the Council of the Municipality of the District of Guysborough approve becoming an official signatory to Recreation Nova Scotia's Anti-Racism Charter in Recreation and authorize the Warden and Chief Administrative Officer to sign the Charter on behalf of the Municipality.

MOTION CARRIED

DIRECTOR OF EMERGENCY SERVICES

26-07-95195

Ms. Reece stated that her report was included in the meeting package for the information of Committee. She reviewed her report as it was included in the meeting package.

MOVED: Councillor Mary Desmond

SECONDED: Councillor Susan Cashin

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

MOTION CARRIED

COMMITTEE BUSINESS

CORRESPONDENCE/NEW BUSINESS

CANSO SIDEWALKS

26-07-95196

Councillor Armsworthy stated that there is a section of sidewalk in Canso that residents would like completed.

Councillors made comment and a discussion was held.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Dave Hanhams

MOTION: **THAT** Committee of the Whole of the Municipality of the District of Guysborough ask staff to investigate installation of a sidewalk by the Medical Centre.

MOTION CARRIED

FUTURE MEETINGS

- September 2nd @ 4:30pm – Committee of the Whole
- September 16th @ 4:30pm – Regular Monthly Council

ADJOURNMENT

26-07-95197

MOVED: Councillor Mary Desmond

MOTION: **THAT** the July 15, 2026 Committee of the Whole stand adjourned.

MOTION CARRIED (4:30pm)

WARDEN

CHIEF ADMINISTRATIVE OFFICER

DATE