

**COMMITTEE OF THE WHOLE
WEDNESDAY, SEPTEMBER 3, 2025 @ 4:30 P.M.
GUYSBOROUGH MUNICIPAL OFFICE**

Warden Paul Long called the meeting to order at 4:30 p.m.

ATTENDANCE

Warden Paul Long
Deputy Warden Janet Peitzsche
Councillor Mary Desmond
Councillor Neil DeCoff
Councillor Dave Hanhams
Councillor Susan Cashin
Councillor Hudson MacLeod
Councillor Fin Armsworthy

OTHERS PRESENT

Barry Carroll, CAO
Shawn Andrews, Deputy CAO
Sean O'Connor, Director of Economic & Community Development
Deborah Torrey, Development Officer
Danita Imlay, Director of Finance
Angie Tavares, Director of Recreation
Christina Bowie, Manager of Special Initiatives & Communications
Glen Avery, Director of Public Works
Shawn Barss
Mr. Luddington
Sonja Crawford
Media (via zoom)

REGRETS

Magdelyn Connolly, Municipal Clerk

APPROVAL OF AGENDA

25-09-95020

MOVED: Councillor Mary Desmond

SECONDED: Councillor Dave Hanhams

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

MOTION CARRIED

ACKNOWLEDGEMENT

APPROVAL OF THE MINUTES OF JULY 2, 2025

25-09-95021

MOVED: Councillor Neil DeCoff

SECONDED: Councillor Susan Cashin

MOTION: THAT Committee of the Whole approve the minutes of July 2, 2025 as presented.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES

DELEGATIONS

SHAWN BARSS:

25-09-95022

Warden Paul Long welcomed Mr. Shawn Barss to the meeting this evening to discuss his concerns with recent address changes affecting his community.

Mr. Barss presented Council with a petition to have their mailing address reinstated as it was reflected previously and proceeded to review the contents of the petition for the information of Council. Mr. Barss formally requested that Council reinstate the mailing addresses and that future changes involve full public consultation with those communities that are affected.

Mr. Shawn Andrews explained the Municipality's responsibility related to provincial civic addressing since the 1990's noting that MODG has not made any changes to road names, etc. since that time. Information was also reviewed regarding responsibility for roads, road naming, etc.

Warden Long thanked Mr. Barss for his presentation and for making Council aware of this issue suggesting that he come in to meet with Mr. Shawn Andrews regarding their concerns.

MOVED: Councillor Dave Hanhams

SECONDED: Councillor Mary Desmond

MOTION: THAT Committee of the Whole accept the petition from Mr. Shawn Barss regarding issues with road names and civic addressing in his community and forward it on to the appropriate authorities.

MOTION CARRIED

REPORTS

WARDEN'S REPORT

25-09-95023

Warden Long stated that his report was included in the meeting package and briefly review his report for the information of Council.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Mary Desmond

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

MOTION CARRIED

CHIEF ADMINISTRATIVE OFFICER REPORT

25-09-95024

Mr. Carroll briefly reviewed his report which was included in the meeting package for the information of Committee.

MOVED: Councillor Mary Desmond

SECONDED: Councillor Dave Hanhams

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

MOTION CARRIED

MOVED: Councillor Neil DeCoff

SECONDED: Councillor Hudson MacLeod

MOTION: **THAT** Committee of the Whole approve the Fall meeting dates as follows:

- September 17, 2025 (4:30) Council Meeting
- October 1, 2025 (4:30) Committee of the Whole
- October 15, 2025 (4:30) Council Meeting
- November 19, 2025 (3:00) Committee of the Whole
- November 19, 2025 (4:30) Council Meeting
- December 3, 2025 (2:00) Committee of the Whole
- December 3, 2025 (3:00) Council Meeting
- December 3, 2025 (4:00) Long Service Awards

MOTION CARRIED

DEPUTY CAO REPORT

25-09-95025

Mr. Andrews briefly reviewed his report which was included in the meeting package and welcomed any questions from Council.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Mary Desmond

MOTION: **THAT** Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough that Staff be authorized to make application, on a regional response basis, to the Provincial Emergency Services Provider Fund for an amount not to exceed \$200,000 for the purchase of 3 UTV Wildland Firefighting and Patient Transport Units, 1 retrofit wildland fire skid unit for an existing UTV, and associated transport trailers;

AND FURTHER THAT an amount not to exceed \$20,000 be approved for the expenditure from the Operating Reserve to fund the municipal 100% contribution to this project for a total project cost not to exceed \$220,000.

MOTION CARRIED

MOVED: Councillor Mary Desmond

SECONDED: Deputy Warden Janet Peitzsche

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

MOTION CARRIED

DIRECTOR OF FINANCE REPORT

25-09-95026

Mrs. Imlay noted that her report was included in the meeting package and briefly reviewed her report for the information of Council. Mrs. Imlay noted that November 25th is the tentative tax sale date.

MOVED: Councillor Neil DeCoff

SECONDED: Councillor Susan Cashin

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

MOTION CARRIED

DEVELOPMENT OFFICER'S REPORT

25-09-95027

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: Deputy Warden Janet Peitzsche

SECONDED: Councillor Dave Hanhams

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

MOTION CARRIED

DIRECTOR OF PUBLIC WORKS' REPORT

25-09-95028

Mr. Avery stated that his report was included in the meeting package and briefly reviewed his report for the information of Council.

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Hudson MacLeod

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 1 & 2 **25-09-95029**

Mr. Avery reviewed the briefing note which was included in the meeting package regarding Progress Claim #1 & 2 for the Canso Arena Expansion Project.

MOVED: Councillor Fin Armsworthy

SECONDED: Deputy Warden Janet Peitzsche

MOTION: **THAT** Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough that they authorize payment of Progress Claims 1 & 2 in the amount of \$49,788.96 and \$37,351.58 (HST included) to Iron Maple Constructors Inc.

MOTION CARRIED

BRIEFING NOTE – CANSO ARENA EXPANSION (FITNESS CENTRE), PROGRESS CLAIM 3 **25-09-95030**

Mr. Avery reviewed the briefing note which was included in the meeting package regarding Progress Claim #3 for the Canso Arena Expansion Project.

MOVED: Councillor Dave Hanhams

SECONDED: Councillor Neil DeCoff

MOTION: **THAT** Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough that they authorize payment of Progress Claim #3 in the amount \$113,716.69 (plus HST) to Iron Maple Constructors Inc.

MOTION CARRIED

BRIEFING NOTE – J-CLASS ROADS, COST SHARE PROGRAM 2026/27 **25-09-95031**

Mr. Avery reviewed the briefing note regarding the provincial Cost Shared Program and submission of the list of MODG approved roads for the 2026/2027 year.

MOVED: Councillor Mary Desmond

SECONDED: Deputy Warden Janet Peitzsche

MOTION: **THAT** Committee of the Whole submit:

1. Sunnyville Road
2. Ferry Lane
3. Hillside Drive, Little Dover

as the list of approved roads for the Municipal Roads for the 2026/2027 Cost Shared Program with the Provincial Department of Public Works.

MOTION CARRIED

BRIEFING NOTE – CUTLER’S BROOK SUBDIVISION PHASE 3 ASPHALT PAVING
25-09-95032

Mr. Avery reviewed the briefing note which was included in the meeting package for the information of Committee regarding payment for Phase 3 Asphalt Paving in Cutler’s Brook Subdivision.

MOVED: Councillor Neil DeCoff

SECONDED: Councillor Mary Desmond

MOTION: **THAT** Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough to authorize payment in the amount of \$165,804.93 including HST to Ron Chisholm Hydro Seeding Ltd. as recommended by Strait Engineering.

MOTION CARRIED

DIRECTOR OF RECREATION REPORT
25-09-95033

Mrs. Tavares stated that her report was included in the meeting package and briefly reviewed her report for the information of Council.

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 **25-09-95034**

Mr. O’Connor stated that his report was included in the meeting package and briefly reviewed his report for the information of Council.

MOVED: Councillor Mary Desmond

SECONDED: Councillor Hudson MacLeod

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

MOTION CARRIED

COMMITTEE BUSINESS

CORRESPONDENCE/NEW BUSINESS

SIDEWALKS FOR UNION STREET AT NORRIS’ HILL
25-09-95035

Councillor Fin Armsworthy reviewed correspondence included in the package regarding safety concerns for Union Street at Norris’ Hill with a request to have consideration for the installation of sidewalks in this area.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Dave Hanhams

MOTION: **THAT** Committee of the Whole refer the matter dealing with sidewalks on Union Street at Norris' Hill to Strategic Planning 2026/2027.

MOTION CARRIED

INTO CLOSED SESSION

25-09-95036

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Dave Hanhams

MOTION: **THAT** Committee of the Whole proceed into closed session.

MOTION CARRIED

LEGAL

OUT OF CLOSED SESSION

25-09-95037

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Hudson MacLeod

MOTION: **THAT** Committee of the Whole return to open session.

MOTION CARRIED

MASTER SERVICE AGREEMENT WITH CIRCULAR MATERIALS

25-09-95038

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Mary MacDonald

MOTION: **THAT** Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough that they officially opt into the program by signing a contract for a Master Services Agreement with Circular Materials for the new EPR (Extended Producers Responsibility) for PPP (Packaging, Paper Products and Packaging-like products) program.

MOTION CARRIED

NOTICE TO ENTER LEASE AGREEMENT

25-09-95039

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Neil DeCoff

MOTION: **THAT** Committee of the Whole authorize the Warden and CAO to execute the Lease Agreement with Black Point Aggregates Inc. as discussed in Closed Session.

MOTION CARRIED

FUTURE MEETINGS

- Thursday, September 4th @ 1:00pm – KBRs
- Wednesday, September 17th @ 4:30pm – Regular Monthly Council
- Wednesday, October 1st @ 3:30 pm - Economic Development Session

- Wednesday, October 1st @ 4:30pm – Committee of the Whole
- October 15th @ 4:30pm – Regular Monthly Council
- October 15th @ 6:00pm – EMO
- November 19th @ 3:00pm – Committee of the Whole
- November 19th @ 4:30pm – Regular Monthly Council

ADJOURNMENT

25-09-95040

MOVED: Councillor Mary Desmond

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

MOTION CARRIED (6:17 pm)

WARDEN

CHIEF ADMINISTRATIVE OFFICER

DATE