

**COMMITTEE OF THE WHOLE
WEDNESDAY, SEPTEMBER 2, 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

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 (via zoom)

REGRETS

APPROVAL OF AGENDA

26-09-95198

- 7. a) iv – Canso Sidewalks
- 7. a) v – Canso Taxi

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Neil DeCoff

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

ACKNOWLEDGEMENT

APPROVAL OF THE MINUTES OF JULY 15, 2026

26-09-95199

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Susan Cashin

MOTION: THAT Committee of the Whole approve the minutes of July 15, 2026 as presented.

MOTION CARRIED

DELEGATIONS

HOMEWARD BOUND

Ms. Allison Gritter reviewed her presentation as it was included in the meeting package for the information of Committee.

(Councillor Desmond arrived 4:50pm)

SCARLETT MADAM RECOGNITION

Warden Long recognized Ms. Scarlett Madam for her contribution to our website with her artwork which MODG is featuring for the month of September. Warden Long thanked Scarlett for sharing her artistic talents with MODG.

REPORTS

WARDEN'S REPORT

26-09-95200

Warden Long reviewed his report as it was included in the meeting package for the information of Committee. He emphasized his condolences to Ms. Dorothy Bennett who was heavily involved with the Community Health Board and various other endeavours in our Municipality. Warden Long recognized Mr. Mike Hanhams and Public Works staff for their extra efforts during the water line break in Canso.

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Dave Hanhams

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

MOTION CARRIED

CHIEF ADMINISTRATIVE OFFICER REPORT

26-09-95201

Mr. O'Connor stated that his report was included in the meeting package for the information of Committee. He highlighted that meetings with the Department of Justice are ongoing and that he expects to have an update for Council soon. Mr. O'Connor stated that he has included a proposed meeting schedule for the remainder of 2026 for Committees approval.

MOVED: Councillor Dave Hanhams

SECONDED: Councillor Susan Cashin

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

MOTION CARRIED

MOVED: Councillor Neil Decoff **26-09-95202**
SECONDED: Councillor Mary Desmond
MOTION: **THAT** Committee of the Whole approve the 2026 meeting schedule as presented.
MOTION CARRIED

DEPUTY CAO REPORT **26-09-95203**

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

MOVED: Councillor Mary Desmond
SECONDED: Councillor Hudson MacLeod
MOTION: **THAT** Committee of the Whole approve the Deputy Chief Administrative Officer Report as presented.
MOTION CARRIED

REPORT & RECOMMENDATION – WASTEWATER MANAGEMENT DISTRICT BYLAW **26-09-95204**

Mr. Andrews reviewed the Report included in the package regarding the establishment of a Wastewater Management District and Bylaw for the Community of Canso.

MOVED: Deputy Warden Janet Peitzsche
SECONDED: Councillor Dave Hanhams
MOTION: **THAT** Committee of the Whole recommend to the Council of the Municipality of the District of Guysborough that a Wastewater Management District be established in District #8, cited as the Canso Wastewater Management District Bylaw which outlines the requirements as cited in the Bylaw, in accordance with the MGA;

AND FURTHER THAT the operational rate structure will be initially established for the 27/28 Budget Year; however, all other aspects of the Bylaw will be in effect as of the date of final approval of the Bylaw;

AND FURTHER THAT the Municipal Clerk proceed with the formal adoption of this new bylaw with the appropriate advertising and administrative requirements in accordance with the MGA.

MOTION CARRIED
NAY: Councillor Fin Armsworthy

DIRECTOR OF FINANCE REPORT **26-09-95205**

Mrs. Imlay reviewed her report which was included in the meeting package for the information of Committee. She highlighted the collection rate chart which she included in her report, stating that there has been a small increase in collection numbers. Mrs. Imlay reported that the Canso/ Hazel Hill Water Utility report has been submitted to the Utility Review Board and that the Canso Water Rate Study has begun with Mr. Jerry Isenor.

MOVED: Councillor Fin Armsworthy
SECONDED: Councillor Mary Desmond

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

DEVELOPMENT OFFICER'S REPORT

26-09-95206

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.

MOVED: Councillor Mary Desmond

SECONDED: Councillor Neil DeCoff

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

MOTION CARRIED

BRIEFING NOTE – REQUEST TO PURCHASE MUNICIPAL LAND, JAMES AVERY

26-09-95207

Mrs. Torrey reviewed the Briefing Note regarding the request from James Avery to purchase land in Hazel Hill and requested a Council decision in the matter.

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Hudson MacLeod

MOTION: THAT the Committee of the Whole waive policy and approve the request from Mr. James Avery to sell property PID 35078799 directly to Mr. Avery for the appraised value plus all expenses involved in the sale such as the cost of the appraisal, migration, survey if required, deed preparation and recording, HST on the sale, etc.

MOTION CARRIED

DIRECTOR OF PUBLIC WORKS' REPORT

26-09-95208

Mr. Avery stated that his report was included in the meeting package for the information of Committee. He briefly reviewed the report as it was included in the meeting package.

MOVED: Councillor Fin Armsworthy

SECONDED: Councillor Dave Hanhams

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

MOTION CARRIED

BRIEFING NOTE – RFP WASTEWATER GENERATORS

26-09-95209

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

MOVED: Councillor Mary Desmond

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 award the

purchase of 6 new generators to DAC Industrial Engines Inc. for the
tendered amount of \$305,640.00 plus HST.

MOTION CARRIED

DIRECTOR OF RECREATION REPORT

26-09-95210

Mrs. Tavares reviewed her report which was included in the meeting package for the information of Committee.

MOVED: Councillor Neil DeCoff

SECONDED: Councillor Hudson MacLeod

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

MOTION CARRIED

DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT REPORT

26-09-952011

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: Deputy Warden Janet Peitzsche

SECONDED: Councillor Fin Armsworthy

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

MOTION CARRIED

MANAGER OF SPECIAL INITIATIVES & COMMUNICATIONS

26-09-952012

Mrs. Bowie reviewed her report as it was included in the meeting package for the information of Committee.

MOVED: Councillor Dave Hanhams

SECONDED: Councillor Mary Desmond

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

MOTION CARRIED

DIRECTOR OF EMERGENCY SERVICES

26-09-952013

Mr. Andrews stated that Ms. Reece's report was included in the meeting package for the information of Committee. He reviewed her report as it was included in the meeting package.

MOVED: Deputy Warden Janet Peitzsche

SECONDED: Councillor Susan Cashin

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

MOTION CARRIED

EXECUTIVE DIRECTOR, GUYSBOROUGH DISTRICT BUSINESS PARTNERSHIP 26-09-952014

Mrs. Cunningham Avery reviewed her report as it was included in the meeting package for the information of Committee.

MOVED: Councillor Fin Armsworthy
SECONDED: Councillor Mary Desmond
MOTION: **THAT** Committee of the Whole approve the Executive Director, GDBP Report as presented.
MOTION CARRIED

2025/2026 AUDITED FINANCIAL STATEMENTS 26-09-952015

Mrs. Cunningham-Avery reviewed the 2025/2026 Audited Financial Statements which were included in the meeting package for the information of Committee.

MOVED: Deputy Warden Janet Peitzsche
SECONDED: Councillor Susan Cashin
MOTION: **THAT** Committee of the Whole accept the 2025-2026 Audited Financial Statements for the GDBP as presented.
MOTION CARRIED

COMMITTEE BUSINESS

CORRESPONDENCE/NEW BUSINESS

CELL SERVICE IN STRAIT REGION 26-09-952016

Warden Long stated that he received the attached letter regarding cell coverage in our area. He stated that they are looking for Councils support in expressing concerns to the Minister.

MOVED: Deputy Warden Janet Peitzsche
SECONDED: Councillor Mary Desmond
MOTION: **THAT** Committee of the Whole sign the letter of support to the Minister regarding cell coverage in the Strait Region.
MOTION CARRIED

BRIEFING NOTE – NOTICE OF MOTION: POLICY AMENDMENTS 26-09-952017

Mrs. Connolly reviewed the Briefing Note regarding proposed amendments to various policies that included the following:

- Amendment to Policy B-14 Election of Warden & Deputy Warden
- Amendment to Policy H-2 Delegations
- Amendment to Policy H-11 Records Management
- Amendment to Policy H-22 Media Relations
- Amendment to Policy H-23 Healthy Eating

- Replacement of Policies C-11 & C-12
- Adoption of Policy C-13 Travel, Expense & Public Disclosure
- Adoption of Policy H-28 Proclamation

MOVED: Councillor Fin Armsworthy **26-09-952018**

SECONDED: Councillor Dave Hanhams

MOTION: **THAT** Committee approve the notice of motion to adopt the amendments as presented to Policy B-14 Election of Warden & Deputy Warden, Policy H-2 Delegations, Policy H-11 Records Management, Policy H-22 Media Relations, and Policy H-23 Healthy Eating;

AND THAT they be recommended for final adoption at the September 16, 2026 meeting of Council.

MOTION CARRIED

MOVED: Councillor Neil DeCoff **26-09-952019**

SECONDED: Councillor Mary Desmond

MOTION: **THAT** Committee of the Whole approve the notice of motion to repeal Policy C-11 and Policy C-12 and replace them with Policy C-13 Travel, Expense & Public Disclosure;

AND THAT Policy C-13 be recommended for final adoption at the September 16, 2026 meeting of Council.

MOTION CARRIED

MOVED: Councillor Susan Cashin **26-09-952020**

SECONDED: Councillor Dave Hanhams

MOTION: **THAT** Committee approve the notice of motion to adopt Policy H-28 Proclamation as presented;

AND THAT Policy H-28 be recommended for final adoption at the September 16, 2026 meeting of Council.

MOTION CARRIED

PROVINCIAL SENIORS CARE

Warden Long stated that this has been added as an informational item for Committee, stating that they received correspondence regarding the provincial seniors care grants earlier today.

TAXI CANSO

Councillor Armsworthy asked if the Municipality had a Taxi By-Law in effect.

SIDEWALKS

Councillor Armsworthy stated that he is waiting for the sidewalk in Canso to be completed.

Warden Long stated that this will recommended to be reported on at Strategic Planning 2027.

CLOSED SESSION

26-09-952021

MOVED: Deputy Warden Janet Peitzsche
SECONDED: Councillor Dave Hanhams
MOTION: **THAT** Committee proceed to closed session.
MOTION CARRIED

OPEN SESSION

26-09-952022

MOVED: Councillor Mary Desmond
SECONDED: Councillor
MOTION: **THAT** Committee return to open session.
MOTION CARRIED

FUTURE MEETINGS

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

ADJOURNMENT

26-09-952023

MOVED: Deputy Warden Janet Peitzsche
MOTION: **THAT** the September 2, 2026 Committee of the Whole stand adjourned.
MOTION CARRIED (7: pm)

WARDEN

CHIEF ADMINISTRATIVE OFFICER

DATE