August 13, 2026

COUNCIL COMMITTEE

The Regular Session of the Council Committee of the Municipality of the County of Colchester was conducted virtually, via Zoom Webinars and in-person on August 13, 2026, beginning at 6:00pm.

In peace and friendship, and in the spirit of truth and reconciliation, it was acknowledged that the Municipality of Colchester is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq.

Roll

Mayor Christine Blair	
Cllr. Paul Weatherby	District 1
Deputy Mayor Laurie Sandeson, Chair	District 2
Cllr. Sheldon Richardson	District 3 *(virtual)*
Cllr. Mike Cooper	District 4
Cllr. Tim Johnson	District 5
Cllr. Nigel Leggett	District 6
Cllr. Sherry Martell	District 7
Cllr. Lisa Patton	District 8
Cllr. Marie Benoit	District 9
Cllr. Charlene Fletcher	District 10 *(regrets)*
Cllr. Allan Kennedy	District 11

Staff Present

Dan Troke, Chief Administrative Officer
Phil Redden, Director of Solid Waste
Scott Fraser, Director of Corporate Services *(virtual)*
Michelle Boudreau, Director of Public Works
Dennis James, Municipal Solicitor
Tracey Veno, Recording Secretary
Jenn Mantin, Economic Development Officer
Mollie MacBurnie-Haas, IT Support
Kelly MacIsaac, HR Specialist
Craig Burgess, Recreation Manager
Devin Trefry, Research, Policy & Community Engagement Officer
Kaela McLellan, Project Engineer

Approval of Agenda

Moved by Councillor Cooper, seconded by Councillor Weatherby

"That the agenda be approved with the addition of item 12b, Courtesy Policy." Carried unanimously.

Approval of Minutes

Moved by Councillor Kennedy, seconded by Councillor Martell

"That the minutes of the meetings held on June 5 and 11, 2026, be approved as presented." Carried unanimously.

Business Arising from Minutes

None.

ACTION ITEMS

Remote Work Policy (Trial)

Human Resources Specialist Kelly MacIsaac provided a brief overview of the Remote Work Policy noting that the purpose is to modify the status of the Policy from trial to permanent. There have been minor changes regarding the functionality of the Policy but no changes to number of remote workdays to overall structure. The trial Policy has proven successful in recruitment and retention efforts and following the last review of the Policy in January, feedback from staff and management continue to be positive.

With one of the factors driving the Remote Work Policy being overcrowding in the municipal building, an update was requested on offsite office space. As a reminder, the CAO advised that funds were approved during budget deliberation for leased office space, however, nothing has been finalized as yet. Staff continue to explore options including utilizing space in the Debert Admin building.

Moved by Councillor Martell, seconded by Councillor Patton

"That Council Committee recommends to Council that the Remote Work Policy Trial Personnel Policy be approved as a permanent Policy, as presented." Carried unanimously.

Community Event Grant Request – Recreation Nova Scotia Conference

Craig Burgess, Recreation Manager, reported on a Community Event Grant request received from Recreation Nova Scotia for their upcoming conference taking place October 13-15, 2026. Recreation Nova Scotia is requesting a grant in the amount of $2,500. Requests of this nature can be considered by Council under the criteria of the Community Event Grants Policy.

Moved by Mayor Blair, seconded by Councillor Kennedy

"That Council Committee recommends to Council that funding in the amount of $2,500 be approved for the 2026 Recreation Nova Scotia Conference being held in October 2026." Carried unanimously.

Community Event Grant Request - Tatamagouche Farmers Market, Fun Day in the Square

The Recreation Manager reported on a Community Event Grant request received from the Tatamagouche Farmers Market for the Fun Day in the Square event being held on August 30th. The request is for $2,000. Requests of this nature can be considered by Council under the criteria of the Community Event Grants Policy. Staff is recommending support in the amount of $1,000.

Discussion included the Farmers Market's role as an anchor in Tatamagouche, the benefits that events such as this provide to the community, and the hundreds of volunteer hours contributed to organize and operate the event. Council discussed providing support for the event at an amount less than requested. Concerns were expressed about funding the full budgeted amount, as policy indicates that grants are intended to assist with event costs rather than fund an event in its entirety. There was also discussion regarding whether all anticipated expenses had been included in the budget as presented. Clarification was sought regarding staff's recommendation. The CAO advised that staff make recommendations based on their interpretation of the applicable policies; however, Council has the authority to override policy.

Moved by Councillor Martell, seconded by Councillor Leggett

"That Council Committee recommends to Council that funding in the amount of $2,000 be approved for the 2026 Fun Day in the Square in August 2026." Carried unanimously.

Community Event Grant Request – Centre for Local Prosperity, Festival and Conference

The Recreation Manager provided an overview of the Community Event Grant application received from the Centre for Local Prosperity for its Festival and Conference, held August 6–9 in Tatamagouche. The organization requested $5,000 to assist with the costs of hosting the event.

Mr. Burgess explained that, although the event had already taken place, the application had been received well in advance of the event date. However, it was inadvertently misfiled and therefore was not brought forward to Council for consideration prior to the event.

Points of discussion included a brief recap of the festival, including the events and speakers featured, as well as the economic benefits generated not only for the Village of Tatamagouche but for Colchester County as a whole.

Moved by Councillor Martell, seconded by Councillor Patton

"That Council Committee recommends to Council that funding in the amount of $5,000 be approved for the 2026 Local Prosperity Festival and Conference in August 2026." Carried unanimously.

Council Proceedings and Committees Policy Amendments

At its meeting on June 25, 2026, Council considered amendments to the Council Proceedings and Committees Policy; however, due to the required notice period, Council was unable to provide final approval of the proposed amendments at that time. At that meeting, authority was granted to the August Council Committee to approve amendments to the Council Proceedings and Committees Policy.

The proposed amendments include the addition of a new section, Part IV, addressing Council appointments to external boards and agencies.

Moved by Councillor Martell, seconded by Councillor Kennedy

"That Council Committee approves the amendments to the Council Proceedings and Committees Policy as presented." Carried unanimously.

Scholarship Program Policy Amendments

Devin Trefry, Research, Policy, and Community Engagement Officer, introduced the proposed amendments to the Scholarship Program Policy. The amendments would broaden the definition of post-secondary education to include recognized apprenticeship training programs administered through the Nova Scotia Apprenticeship Agency or an equivalent provincial or territorial apprenticeship authority. Additional amendments related to the administration of the policy are also being proposed.

It was noted that, if approved, the amendments would apply to scholarships awarded in June 2026, as provided for in the Policy.

Moved by Councillor Patton, seconded by Councillor Kennedy

"That Council Committee recommends to Council that the amendments to the Scholarship Program Policy be approved as presented." Carried unanimously.

Biosolids Handling Facility Aeration Upgrades, Award of Contract

Kaela McLellan, Project Engineer, provided an overview of the proposed award of contract for the Biosolids Handling Facility Aeration Upgrades. The presentation included background on the existing aeration system, Council's approved budget, details of the Request for Proposals (RFP) and submissions received, anticipated annual energy reductions and savings associated with the upgraded aeration system, and the options available for consideration. Ms. McLellan also noted that, at its meeting on June 25, 2026, Council granted authority to the August Council Committee to award the contract for the Biosolids Handling Facility Aeration Upgrades.

Brief discussion took place regarding why seven (7) proponents requested the RFP documents, but only one submission was received for the project. Ms. McLellan noted that the scope of the project may not have been large enough to attract larger companies, and that the specialized nature of the work may have also contributed to the limited number of submissions.

Moved by Councillor Kennedy, seconded by Mayor Blair

"That the tender for the construction of the Biosolids Aeration Upgrades be awarded to L&R Construction LTD. for a total contract value of $760,368.00 excluding HST; and

That an internal contingency of $50,000 be approved, to be spent only on authority of the Director of Public Works." Carried unanimously.

Sidewalk Extension – Avalon to Bonavista

Michelle Boudreau, Director of Public Works, advised that this item is a result of a request for sidewalks on Avalon Avenue and Bonavista Avenue in Hilden. The two provincially owned roads have a combined length of 1,023 metres, with an estimated sidewalk construction cost of approximately $2.55 million, excluding design and construction management costs. The proposed sidewalks would serve approximately 50 properties.

Ms. Boudreau noted that neither Avalon Avenue nor Bonavista Avenue was identified as a priority in Municipality's 2017 approved Active Transportation Strategy and neither are included in the priority networks identified in the current draft strategy. However, staff have been directed to review traffic calming options for neighbourhood streets and these roads may be considered for traffic-calming measures once that review is complete. As such, staff are not recommending proceeding with sidewalk construction on Avalon and Bonavista at this time.

Moved by Mayor Blair, seconded by Councillor Cooper

"That Council Committee recommends that Council not proceed with the construction of the requested sidewalks on Avalon Avenue and Bonavista Avenue in Hilden." Motion carried *(Councillor Richardson opposed)*.

Courtesy Policy

Councillor Leggett indicated that he would like to see a policy established to ensure Council members are informed of actions occurring within their respective jurisdictions. He referenced two recent incidents, one involving a proposed development and another involving changes to traffic signage, where he received inquiries from residents but had no prior knowledge of the matters. As a courtesy, Council members should be made aware of these actions in advance so they can be better prepared to respond to questions from residents.

The CAO advised that operationally staff does their best to get information out but from time to time, things may get missed. He suggested that Council give opportunity for the CAO to first address at an operational level to ensure members are informed. Following that, if there is a need for a more formal policy, it will be brought back to Council for a more fulsome discussion.

<u>INFORMATION ITEMS</u>

Debert Airport Lighting

This item provided Council with an update on lighting at the Debert Airport. The report included background information on previous discussions, archaeological requirements, budgetary information, and the option of exploration of solar lighting. Funding for the runway lighting installation will be brought forward for consideration in the 2027/28 Capital Budget.

Brief discussion was held on solar lighting and requirements around archaeology as well as how these would be installed.

Director's Report

A report from the Director of Solid Waste was circulated in the meeting package.

Discussion focused on residents' confusion around sorting materials for curbside collection and interest in the new solid waste educational resources. Council also discussed the recent increase in missed collections, the reasons behind the issue, and staff's ongoing efforts to address and reduce missed collections.

At this point, Councillor Patton left the meeting (7:00pm).

In-Camera/Closed Session

Moved by Councillor Kennedy, seconded by Councillor Weatherby

"That the meeting go into closed session at 7:02pm." Carried unanimously.

Moved by Councillor Benoit, seconded by Councillor Weatherby

"That the meeting reconvene in open session at 7:59pm." Carried unanimously.

Property Matter – Lot 219 Lancaster Crescent

Moved by Councillor Benoit, seconded by Councillor Weatherby

"That Council Committee authorizes staff to negotiate the sale of Lot 219 Lancaster Crescent on the terms discussed in closed session and grants authority for the Mayor and CAO to execute the Purchase and Sale Agreement prepared by Legal Counsel." Carried unanimously.

ADJOURNMENT

On a motion by Councillor Martell, the meeting adjourned at 8:01pm.

Tracey Veno
Recording Secretary