



**COMMITTEE OF THE WHOLE MEETING  
MUNICIPAL COUNCIL  
MUNICIPALITY OF THE DISTRICT OF YARMOUTH  
Thursday, March 13, 2025**

A Committee of the Whole Meeting for the month of March 2025 was held in Council Chambers on Thursday, March 13, 2025.

1. The meeting was called to order at 5:04 p.m. by Warden John Cunningham with the following in attendance: Councillor Jim Baxter, Councillor Trevor Perry, Councillor Loren Cushing, Councillor Daniel Muise, Councillor Phil Mooney, CAO Victoria Brooks, and Barb DeViller, Recording Secretary.

The following presenters and staff were also in attendance for a portion of the meeting: Rhonda Boudreau, Rev. David Hockley, Paul Beazley, Mathieu Chaput, Greg Shay, Danny Jackson, and Darlene LeBlanc.

**Regrets:** Deputy Warden Trevor Cunningham

2. **Land Acknowledgement** – I would like to begin by acknowledging that we are on the traditional lands of the Wasoqopa'q First Nation, part of Mi'kma'ki (meeg-ma-gee), the ancestral territory of the Mi'kmaq people.

3. **Additions/Deletions to the Agenda**

Addition of 9.2 under Old Business - Bell Fibre-op

4. **Approval of the Agenda**

***It was moved by Councillor Daniel Muise, seconded by Councillor Jim Baxter to approve the agenda as amended.***

***Motion carried.***

5. **Approval of COTW minutes from February 13, 2025**

***It was moved by Councillor Loren Cushing, seconded by Councillor Daniel Muise to approve the February 13, 2025, Committee of the Whole minutes as presented.***

***Motion carried.***

## 6. Declarations of any conflicts of interest

There were no declarations of conflicts of interest.

## 7. Presentations

### 7.1 We've Got Your Back Packs, Rhonda Boudreau & Rev. David Hockley

Rhonda Boudreau, Program Director, and Reverend David Hockley of the Yarmouth Wesleyan Church were in attendance to present information on the *We've Got Your Back-packs Program*. This program provides nutritious food in students' homes by way of school administration. Backpacks are distributed every Thursday and serves approximately 300 homes a week.

***It was moved by Councillor Phil Mooney and seconded by Councillor Daniel Muise to recommend to Regular Council that the Municipality supports the We've Got Your Back Packs program and that they be referred to Mark Blinn, Community and Economic Development Officer, to make an application under the Grants to Organizations for the next fiscal year starting in April,2025.***

***Motion carried.***

### 7.2 Yarmouth 2025 Roll, Paul Beazley & Mathieu Chaput, PVSC

Paul Beazley & Mathieu Chaput were in attendance to present information on the PVSC 2025 Assessment Roll. Paul Beazley is the Municipal Account Manager and Mathieu Chaput is the Personal Assessor who does assessments of commercial properties. The power point included slides on:

- PVSC's mandate
- What they do and don't do
- Mass Appraisal
- Roll Quality Standards
- Mass appraisal data sources
- The Capped Assessment Program
- The Appeal Process

## 8. Correspondence

### 8.1 For Action

There was no correspondence for action.

*Councillor Jim Baxter left the meeting at 6:07 pm and returned at 6:08 pm.*

*Councillor Trevor Perry left the meeting at 6:10 pm and returned at 6:12 pm.*

## **8.2 For Information**

There was no correspondence for information.

## **9. Old Business**

### **9.1 Draft 2025-2028 Accessibility Plan**

Darlene LeBlanc joined the meeting at 6:13 p.m. and gave a presentation on the draft 2025-2028 Accessibility Plan. The areas of focus consist of: Goods & Services; Information and Communications; Transportation; Employment; and the Built Environment.

***It was moved by Councillor Daniel Muise and seconded by Councillor Phil Mooney to recommend to Regular council approval the 2025 – 2028 Accessibility Plan.***

***Motion carried.***

### **9.2 Bell Fibre-op**

Conversation took place with respect to Bell Fibre-op as a service provider and problems with services.

## **10. New Business**

### **10.1 Draft 2025 Equity and Anti-Racism Plan**

***It was moved by Councillor Jim Baxter and seconded by Councillor Phil Mooney to recommend to Regular Council the 2025-2028 Equity and Anti-Racism Plan be approved as presented.***

***Motion carried.***

***It was moved by Councillor Phil Mooney and seconded by Councillor Loren Cushing to hold a 5-minute recess at 6:34 pm.***

***Motion carried.***

*The Chair called the meeting back to order at 6:39 p.m.*

### **10.2 Draft 2025-2026 Capital Investment Plan**

#### **10.2.1 Draft 2025-2026 Capital Investment Plan**

Angelique LeBlanc, Deputy Director of Finance, Greg Shay, Director of Finance and Danny Jackson, Asset Management and Capital Projects Coordinator were in attendance to review the 2025-2026 Capital Investment Plan.

Greg Shay, Director of Finance reviewed The Capital Project Priorities 5-year plan and Cashflow summary.

***It was moved by Councillor Phil Mooney and seconded by Councillor Loren Cushing to recommend to Regular Council that the Municipality of Yarmouth Capital Investment Plan 2025-2030 be approved as presented.***

***Motion carried.***

### **10.3 Access to Information Policy A-033-21**

In review of the Access to Information Policy A-033-21, Part 6 Third-party Information, subsection 6.1 should be included in the policy.

***It was moved by Councillor Phil Mooney and seconded by Councillor Jim Baxter to recommend to Regular Council that the amendments to Access to Information Policy A-033-21 be approved as presented.***

#### **Part 6 Third-party Information**

6.1 The Municipality shall not disclose, share, or release any information related to a Third-party unless authorized or required by Part XX of the Municipal Government Act or otherwise authorized or required by law.

**Motion carried.**

### **10.4 Audit Committee Policy A-0210-18**

In review of the Audit Committee Policy A-0210-18, Part 3 Composition, changes be made to remove the wording “and Audit Committee Terms of Reference”, and “The chair shall be a member of Council.”

***It was moved by Councillor Phil Mooney and seconded by Councillor Jim Baxter to recommend to Regular Council that the amendments to Audit Committee Policy A-0210-18 be approved as presented.***

3.1 The audit committee shall consist of 2 Council members (plus one alternate) and 4 up to 3 citizen appointments (refer to policy C-026-05 Citizen Appointment to Committees, Commissions and Boards and Audit Committee Terms of Reference). The citizen appointment should be an individual with financial experience or background. ~~The Chair shall be a member of Council.~~

4.3.1 The Committee shall meet at least twice in a fiscal year;

***Motion carried.***

### **10.5 Repeal of Tax Sale Policy T-082-21**

***It was moved by Councillor Jim Baxter and seconded by Councillor Loren Cushing to recommend to Regular Council that Tax Sale Policy T-082-21 be repealed.***

***Motion Carried.***

#### **10.6 Provincial Deed Transfer Tax**

Councillor Phil Mooney – for information only.

#### **10.7 Request for Decision – Barb’s Bench**

***It was moved by Councillor Daniel Muise and seconded by Councillor Phil Mooney to recommend to Regular Council that the Municipality of the District of Yarmouth procure and install 2 Barb’s Benches (total cost \$4,000 plus non-refundable HST); one at Cape Forchu in a highly visible area not vulnerable to sea level rise & storm surge AND one in a highly visible location near the Administration Building; that the project be categorized as a “Marquee Council Project” in the Place Making Grants program per Section 5.7 of the Grants Policy G-068-09 in the 2025-26 fiscal year.***

***Motion carried.***

#### **11. Public Comments**

There were no public comments.

***It was moved by Councillor Jim Baxter and seconded by Councillor Daniel Muise to hold a 5-minute recess at 7:12 pm.***

***Motion carried.***

*The Chair called the meeting back to order at 7:20 p.m.*

#### **12. In-Camera**

***It was moved by Councillor Phil Mooney and seconded by Councilor Loren Cushing to move in-camera at 7:20 p.m.***

***Motion carried.***

##### **12.1 Potential Litigation – MGA 22:2 (f)**

##### **12.2 Personnel – MGA 22:2 (c)**

***Consensus was reached by Council at 7:32 p.m. to move out of in-camera.***

*The Chair called the meeting back to order at 7:32 p.m.*

**13. In-Camera Recommendations**

There were no in-camera recommendations.

**14. Adjournment**

*The Chair adjourned the meeting at 7:32 p.m.*

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Warden John Cunningham

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Victoria Brooks, CAO

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Barb Deviller, Recording Secretary