

**COMMITTEE OF THE WHOLE COUNCIL MEETING
September 20, 2021**

The meeting was called to order by the Chair at 7:00 p.m., in the Multi-purpose Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- George El-Jakl, Chair
- Jody Crook
- Shaun Hatfield
- Andrea Mood-Nickerson
- Lindsay (Eddie) Nickerson

- Chris Frotten, CAO
- Lesa Rossetti, Municipal Clerk

ADDITIONS TO THE AGENDA

The following items were added to the agenda:

- NSFM 2021 Virtual Conference – November 3-4, 2021
- Transportation Planning Project – Request for Letter of Support
- In-Camera Session Re: Contract Negotiations - MGA Section 22(2)(e)

APPROVAL OF AGENDA

Being duly moved and seconded that the agenda be approved as amended.

Motion carried unanimously.

APPROVAL OF MINUTES

Being duly moved and seconded that minutes of the last meeting held September 13, 2021, be approved as circulated.

Motion carried unanimously.

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

STAFF REPORT – COMMUNITY LITTER CLEAN-UP PROGRAM

A Staff Report was prepared and circulated to members in advance to the meeting which provided background information on the former Community Litter Clean-Up Incentive Program and other litter clean-up efforts carried out in the past. A copy of the Staff Report is attached and forms part of the minutes.

Members were asked to provide direction on the type of program to be implemented in the future.

Much discussion took place and it was basically agreed that the old incentive program was the most successful.

Arrangements will be made with Angela Taylor of Region 6 to make a presentation to members on suggestions as to how to best proceed with litter clean-up and education.

With the suggestions brought forward, the CAO will prepare a Litter Clean-up Program to be considered by members at a future meeting.

LETTER FROM THE TOWN OF SHELBURNE RE: FORMATION OF HOUSING SUB-GROUP

Correspondence has been received from the Town of Shelburne advising that a Housing Sub-group is being formed to focus on housing initiatives in Shelburne County and asked that a municipal representative be appointed to serve on this committee.

Resolution COW210905

Being duly moved and seconded that it be recommended to Council that the Town of Shelburne be advised that we are part of the Shelburne County Housing Coalition and ask what their objective or purpose is for the sub-group.

Motion carried unanimously.

PROPERTY DEVELOPMENT FOR MUNICIPALITY

It was agreed that this matter be deferred to the October 12th Committee Meeting.

FLOATING DOCK MONITORING CONTRACT

The Floating Dock Monitoring Contract with Carl Stewart is due to expire on September 24, 2021. Mr. Stewart has been contacted and he is interested in continuing with the contract.

Resolution COW210906

Being duly moved and seconded that it be recommended to Council that the Floating Dock Monitoring Contract with Carl Stewart be renewed for a 2 year term to expire on September 30, 2023.

Motion carried unanimously.

SMOKE FREE BALLFIELDS

Correspondence has been received from Wayne Malone of Woods Harbour asking that proper signage indicating the effects of secondhand smoke be posted at outdoor municipal facilities.

Direction was given to the CAO to post signs at his discretion and to notify Mr. Malone of the decision of the committee.

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NSFM CORRESPONDENCE

NSFM Monday Memos dated July 19th, 26th, August 3rd, 9th, 16th, 23rd, 30th, September 7th and 13, 2021 and the NSFM Nomination Committee communication were attached to the agenda for review by members. Members were also provided with information on the upcoming NSFM Virtual Conference to be held November 3-4, 2021.

TRANSPORTATION PLANNING PROJECT – REQUEST FOR LETTER OF SUPPORT

Sou'West Nova Transit is looking for a letter of support to apply for funding to study the gaps in transportation coverage that they do not have the resources to address or that don't fit into their current service model.

The funding program "Rural Transit Solutions Fund" can only be accessed by non-profits who are partnered with municipal governments.

Resolution COW210907

Being duly moved and seconded that it be recommended to Council that a letter be provided to Sou'West Nova Transit in support of their application for funding to study the gaps in transportation coverage in their service area.

Motion carried unanimously.

At this time the regular meeting was adjourned to go In-Camera.

IN-CAMERA SESSION RE: CONTRACT NEGOTIATIONS

An In-Camera Session was held in accordance with Section 22(2)(e) of the Municipal Government Act regarding contract negotiations.

The regular meeting was called back to order.

REPORT TO COMMITTEE

As a result of the In-Camera Session, direction was given to the CAO to prepare options and costs analysis regarding a doctor recruitment opportunity.

ADJOURNMENT

The meeting was adjourned at 8:53 p.m.

Chair

Secretary for the Meeting



STAFF REPORT
SUBMITTED BY: Lesa Rossetti & Chris Frotten
DATE: August 6, 2021
SUBJECT: Community Litter Clean-up Program

ORIGIN

Following a discussion during budget deliberation, the topic of litter and a litter clean-up program was brought forward at the July 12, 2021, Committee of the Whole Council. At that time, Committee asked staff to develop options for the implementation of a litter clean-up program.

BACKGROUND

In 2003, Council adopted a “Community Litter Clean-up Incentive Program Policy” whereby individuals and/or groups taking part in the Department of Transportation Litter Clean-up Program, cleaned litter from the ditches within the Municipality for \$100 per km. The program was discontinued in 2017 due to the difficulty of getting into ditches and the administrative commitment of selecting roadways and participants and distributing the funding.

In 2017, two students were hired to clean-up litter and our first Community Litter Clean-up Day was held. Community Litter Clean-up Days were also held in 2018 and 2019. Participation was growing but, due to COVID-19, no clean-up days were held in 2020 or 2021.

A summary of waste collected is as follows:

YEAR	WEIGHT	KMS
2019	N/A (235 bags collected)	N/A
2018	N/A (197 bags collected)	N/A
2017	6160 kg = 6.16 tons	N/A
2016	12,480 kg = 12 tons	74.5
2015	15,360 kg = 15 tons	100
2014	18,750 kg = 19 tons	72.3
2013	19,875 kg = 20 tons	97

2012	10,890 Kg = 11 tons	100
2011	20,470 Kg = 20 tons	101
2010	11,533 Kg = 11 tons	100
2009	15,753 Kg = 16 tons	100.7
2008	14,043 Kg = 14 tons	100
2007	15,010 Kg = 15 tons	69.7
2006	7,570 Kg = 8 tons	114
2005	10,790 Kg = 11 tons	103
2004	34,960 Kg = 35 tons	133.45
TOTALS:	207,484 Kg = 213.16 tons	1,265.65

DISCUSSION

When considering what type of program to implement, Council should reflect on what it wants to achieve. If litter abatement is the goal, it may be beneficial to put an emphasis on education rather than enforcement. If cleanliness of the Municipality is the goal, we may want to focus on attracting a workforce to physically do the work.

There are a number of other factors that can impact the success or failure of a program. Such as weather/temperature, the availability and interest of individuals or groups to do the work and the potential incentives. Taking all of these factors into consideration, here are options for consideration:

- Reinstate the Community Litter Clean-up Incentive Program. This program could include both individuals and/or not-for-profit organizations.
- “Piggyback” on the Nova Scotia Adopt a Highway Program which facilitates litter clean-ups across the province of Nova Scotia. Their mission is to enable citizens, community organizations, private businesses, and industry to contribute to a cleaner and more beautiful Nova Scotia by fostering a culture of zero litter. With the program’s well-established framework already in place, we could focus on helping coordinate registration and reporting for individuals or groups and even offer incentives for groups that participate.
- Community Litter Clean-up Day – Hold a BBQ, solicit donations of cash, prizes, etc. from local businesses for draws at the end of the clean-up and invite Region 6, Enviro Depot, local businesses, etc. to set up booths to display and explain goods and services available relating to waste, such as, green cart, bags, etc. Some educational booths could be set up as well.
- Develop an education program specific to the Municipality of Barrington in collaboration with Region 6. This program could include education sessions in schools and community halls, a social media campaign, contests, etc.
- Organize a series of municipal litter clean-ups along trails, beaches, public areas, etc.

Depending on the level of the Municipality's desire to combat the issue of litter, consideration should be given to hiring a seasonal "Litter Coordinator" for the months of April and May to coordinate the implemented programs and initiatives.

If waste collection and disposal is also a concern and priority of the Municipality, another option would be to assess the need for a more permanent position, such as a Waste Diversion Officer. The Municipality of Shelburne has this position and other municipalities have agencies, such as Waste Check in Yarmouth County, that perform similar duties.

BUDGET IMPLICATIONS

Budget implications to consider would include the:

- Cost of an incentive paid per km with the reinstatement of a program.
- The cost of the time spent by municipal employees coordinating a program.
- Cost of hiring a Litter Coordinator or funding a Waste Diversion Coordinator.
- Cost of supplies and equipment used for the collection and disposal of the waste.

In addition to the financial commitment, an in-kind component will also cost the Municipality. These would include the Municipality's collection and disposal of waste collected by individuals or groups, the potential waiving of tipping fees, the use of our facilities and equipment and any coordination on the part of municipal staff.

One way to offset some of these costs would be to solicit donations and/or sponsorships from local businesses. They could donate supplies or equipment or could sponsor a section of road/highway being cleaned up. In the past, Tim Hortons, Anthony's Food Market, Subway and J.R. Rose Enterprises Limited (McDonald's) have provided cash donations to assist with the cost of litter clean-up.

LEGAL IMPLICATIONS

N/A

PUBLIC CONSULTATION/COMMUNICATIONS

Communication would include soliciting donations and sponsorships, carrying out a media campaign and contacting potential partners, such as schools and organized groups such as the Cadets or 4H.

RECOMMENDATION

No formal recommendation will be provided. This staff report was prepared for Committee to help guide further discussion and ultimately provide clear direction to the CAO.

SUGGESTED MOTION

N/A

ALTERNATIVES

N/A

ATTACHMENTS

- Nova Scotia Adopt a Highway Website - <https://www.adoptahighwayns.ca/>.
- Repealed Community Litter Clean-Up Incentive Program Policy.
- Municipality of Argyle's Community Litter Clean-Up Incentive Program.
- Municipality of Shelburne's Community Litter Clean-Up Incentive Program.
- Region of Queen's Solid Waste Community Litter Collection Program.
- Municipality of Lunenburg Litter Clean-Up Incentive Program.
- Municipality of St. Mary's Litter Clean-Up Incentive Program.

POLICY NO. 51

**COMMUNITY LITTER CLEAN-UP
INCENTIVE PROGRAM POLICY**

It shall be the policy of the Municipality to offer an incentive to individuals and/or groups taking part in the Department of Transportation Litter Clean-up Program to clean litter from the ditches within the Municipality of Barrington.

Individuals and/or groups will be paid a rate to be determined by Council per kilometer for cleaning both sides of the highway. A minimum of 1 km must be cleaned in order to qualify for the incentive. Payment will be made to the individual or group holding the permit issued by the Department of Transportation. A copy of the permit issued by the Department of Transportation must be provided to the Municipal Office prior to clean-up.

Litter collected must be separated into recyclables, organics and residual waste. Waste will be picked up and disposed of by employees of the Municipality. Any recyclable materials such as cans and bottles can be collected and taken away by the group as a fundraiser.

The section of highway identified by the individual or group must be inspected by Municipal officials prior to the clean-up taking place. Municipal officials will determine the amount of litter in the area and whether clean-up is required. Immediately following the clean-up another inspection will be carried out. If Municipal officials are satisfied that the area has been adequately cleaned of debris then the incentive will be paid.

This policy shall become effective on April 1, 2004.

Approved by Council October 22, 2003
Amended by Council April 25, 2005
Repealed by Council May 23, 2017

Municipality of Argyle

COMMUNITY LITTER CLEAN-UP

INCENTIVE PROGRAM POLICY

It shall be the policy of the Municipality to offer an incentive to non-profit groups taking part in the Nova Scotia Department of Transportation and Public Works Litter Clean-up Program to clean litter from the ditches within the Municipality of Argyle. Preference will be given to groups within the Municipality.

Non-profit groups will be paid \$175.00 per kilometer for cleaning both sides of the highway. A minimum of 1 km must be cleaned in order to qualify for the incentive. Payment will be made to non-profit groups holding the permit issued by the Nova Scotia Department of Transportation and Public Works. A copy of the permit issued by the Department of Transportation must be provided to the Municipal Office prior to clean-up.

Notwithstanding that the Municipality shall pay these non-profit groups for this service, the non-profit groups shall at all times be considered to be independent contractors which shall have assumed all liability for the service provided, which liability shall extend to, but not be limited to, any and all injuries which may occur to all persons engaged by them to perform the work agreed to as well as to third parties which may be injured or to property which may be damaged as a result of the services performed by the non-profit groups. It shall be the policy of the Municipality to have executed a waiver to this effect by a representative of the non-profit group.

Litter collected must be separated into recyclables, organics and residual waste. Waste will be picked up and disposed of by representatives of the Municipality. Any recyclable materials such as cans and bottles may be collected and taken away by the group as a fundraiser.

The section and distance of highway identified by the non-profit group must be inspected by Municipal officials prior to the clean-up taking place. Municipal officials will determine the amount of litter in the area and whether clean-up is required. Preference should be given to clean up in the spring prior to spring growth. Immediately following the clean-up another inspection will be carried out. If Municipal officials are satisfied that the area has been adequately cleaned of debris then the incentive will be paid.

Approved at Regular Council
July 11, 2006

Application



Municipality of Argyle Not for Profit Community Litter Cleanup

Date _____

Organization: _____

Contact Name: _____

Address: _____

Telephone number: _____

District and/or Councillor Name: _____



Purpose of fundraiser:

Please include documentation supporting your status as a non-profit/charitable organization.

For office use only:

Municipality of Argyle Waiver

Department of Transportation Permit

Non-profit/Charitable Organization

Supplies provided: bags

gloves

Section of highway to be cleaned: _____

Date and time of cleanup: _____

Garbage to be picked up on: _____

Authorization



MUNICIPALITY OF THE DISTRICT OF SHELburne

Policy Statement

Community Litter Clean-Up – Incentive Program Policy

It is the policy of Council that:

1. A monetary incentive will be offered to groups taking part in the Nova Scotia Department of Transportation and Infrastructure Renewal (NSDTIR) Litter Clean-up Program to clean litter from the ditches and roadways within the Municipality of the District of Shelburne.
2. Groups will be paid a rate to be determined by Council per kilometer for cleaning both sides of the highway.
3. A minimum of 1 km must be cleaned in order to qualify for the incentive.
4. Payment will be made to the group holding the permit issued by the NSDTIR.
5. A copy of the permit issued by NSDTIR must be provided to the Municipal Office prior to clean-up.
6. Litter collected must be separated into recyclables, organics and residual waste. Any refundable materials such as cans and bottles may be collected and taken away by the individual and/or group as a fundraiser.
7. Collected litter will be properly bagged and left at a designated area for pick up and disposal by employees of the Municipality.
8. The section of highway indentified on the permit must be inspected by a Municipal Official prior to the clean-up. This will determine the amount of litter in the area and whether a clean-up is required.
9. Immediately following the clean-up another inspection will be carried out.

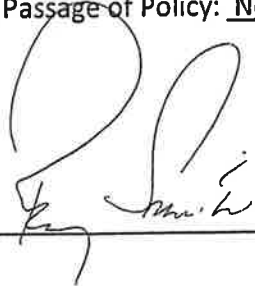
10. If the Municipal Official is satisfied that the area has been adequately cleaned of litter then the incentive will be paid.

Clerk's Annotation For Official Policy Book

Date of Notice to Council members of Intent to Consider

(7 days minimum): November 8, 2010

Date of Passage of Policy: November 22, 2010



Clerk

November 23, 2010

Date

Region of Queens Municipality
SOLID WASTE COMMUNITY LITTER COLLECTION PROGRAM

Purpose

The purpose of the Solid Waste Community Litter Collection Program is to provide opportunities for community groups throughout Queens County to earn grant funding in exchange for organizing a community litter clean-up program in a location authorized by Nova Scotia Department of Transportation & Infrastructure Renewal (NSTIR) and Region of Queens Municipality.

Eligibility

Any incorporated non-profit community organization or group within Queens County is eligible to apply once per fiscal year. Only organizations that supply proof of approval from NSTIR are eligible to apply.

Available Amount

Each year, Council shall establish a budget amount to be awarded for community litter collection funding. Funding shall be awarded on a first-come, first-serve basis each year, upon the submission of a complete application including all required forms, permits, and authorizations. Funding will be provided at a rate of \$100 per kilometre cleaned, including both sides of the road. Organizations can receive up to \$300 per year.

Safety

All volunteers with successful applicants must ensure that all participants are provided with safety vests and gloves and made aware of safety measures for the clean-up of solid waste alongside Queens County highways. The area being cleaned must have appropriate signage and pylons placed along the area being cleaned to ensure the safety of all volunteers. All participants must be 18 years of age or older or be supervised by at least one person over the age of 18 for each 4 participants between the ages of 12-17.

Clean-ups shall only take place during daylight hours.

Supplies

Region of Queens Municipality will supply all successful applicants with the required safety vests, gloves, highway signage and pylons, along with waste and recycling bags. Participants may keep any refundables collected to support their volunteer organization.

Collection of Waste

All waste collected shall be bagged and placed at roadside for collection by Region staff or delivered to an agreed upon location by Region staff. Hazardous materials shall be set aside in a designated area and your Region contact shall be notified immediately upon the conclusion of your collection to ensure no hazardous materials are left at roadside unattended. Large items not baggable shall be left in one or more designated areas for pickup.

Evaluation

At the conclusion of the community litter program, the applicant's contact shall notify the Region contact to perform an evaluation of the clean-up to ensure that the clean-up was successfully carried out. If the evaluation confirms a successful clean-up, a requisition for payment to the group will be made thereafter.

Promotion

The successful applicant shall acknowledge the contribution of the Region of Queens Municipality in all written and social media notifications or promotions of their community litter clean-up. The applicant also agrees that the Municipality may use the name of the successful applicant and any pictures taken of the community litter clean-up for the purposes of promoting the program in the future.

Liability

Each successful group must hold and maintain during their community litter clean-up, liability insurance of not less than \$2 million per occurrence.

Limitations

Region of Queens Municipality reserves the right to process applications for funding and award funding each fiscal year in a fair and equitable manner, where when multiple applications are received during the same week, to award funding to groups that have not previously been awarded funding prior to awarding funding to a successful group from the most recent fiscal year.



**SOLID WASTE COMMUNITY LITTER COLLECTION PROGRAM
APPLICATION FORM AND REPORTING DATA**

Organization Name: _____

Organization Contact: _____

Mailing Address: _____

Phone Numbers: Home: _____ Cell: _____

Email Address: _____

Location of Litter Collection Program (please be very specific)

Number of Kilometres: _____ Copy of NSTIR Permit Attached: _____

Date of Proposed Collection: _____ Time: _____

I affirm that I am an authorized agent of the organization named above and that we will undertake to carry out a solid waste collection program on the noted roads, streets, or properties contained herein and that we have read and understand the program guidelines and agree to abide by the supervision, health and safety, and reporting requirements.

Signature of Authorized Agent Date

Municipal Approval Date

Report

Number of Volunteers: Under 19 _____ Over 19 _____

Number of Black Bags Collected: _____

Number of Blue Bags Collected: _____

Hazardous Materials Found: _____

Total Collection Time: _____

Most Often Collected Item: _____ Most Unusual: _____

Safety Vests Provided _____ Returned _____

Gloves Provided _____

Garbage Provided _____ Returned _____

Blue Bags Provided _____ Returned _____

Roadside Check Date _____ Solid Waste Removed _____ Initials _____

Litter Clean Up Incentive Program Application
Municipal Joint Services Board

Organization: _____

Organization Contact: _____

Mailing Address: _____

Organization Tax # or Charity Registration # : _____

Telephone Number: _____

Email: _____

Proposed Area to Clean: _____

(Include: Road Name, Community, Civic Address Range/No. kms)

No. of Participants 18 or Older: _____

No. of Participants 14-17 Years Old: _____

Purpose of Fundraiser: _____

Office Use Only

Participant Waivers Completed

Non-Profit/ Charitable Organization

Copy of NS Transportation Permit (if applicable)

Proof of Insurance

Section of Roadway to Be Cleaned: _____

Date and Time to Be Cleaned: _____

Section of Roadway Approved for Clean Up by Name & Signature: _____

Safety Orientation Completed

Supplies Provided: Bags, Gloves, Safety Vests, Clean Up Road Signs

Litter Delivered to Community Recycling Centre Scale Ticket No.(s) _____

Post-Clean Up Road Inspection Date: _____ Approval: Y N

MJSB Staff Name & Signature : _____

No. Bags Collected/Type of Materials: garbage _____ recyclables _____ refundables _____

Other items found, marked with flagging tape (hazardous or bulky) and

location: _____

Eastern Region Solid Waste-Resource Management

P.O. Box 111, Boylston, NS B0H 1G0

Phone: (902) 232-2563 Fax: (902) 533-4909 E-mail: nicole@erswm.ca

LITTER CLEAN-UP INCENTIVE APPLICATION

Program Details: A community group is eligible to apply for litter clean-up incentive funding. Applications will be considered for litter clean-up incentive funding until program funds are depleted or no later than September 15, whichever comes first. The application must be submitted and approved prior to the clean-up. The clean-up must include at least 1km of road along both shoulders or 1.5 acres of public property such as a beach or park. Applicants must also be registered for as a Great NS Pick-Me-Up or Adopt a Highway Clean-up. Approved applicants will be asked to submit a copy of the report within 30 days following the clean-up with details including the kilometer(s) of road or area cleaned of litter, bags of litter collected and number of participants. Funding is limited; a complete report will trigger the release of \$100 in funding or more dependent on the number of approved clean-ups and total distance or area cleaned of litter. No individual clean-up will receive more than \$500.

(Please do not write in boxes marked with an asterix)

Event Location:	
Area to be Cleaned (KM or approximate area):	
Applicant:	
Contact Person:	Approx. # of Volunteers:
Address:	
Postal Code:	
Phone:	Fax:
E-mail:	
Event Date(s):	
Region: *	Date Received: *
Total Funding Approved: *	
Authorization (Regional): *	
Has this location been cleaned by your group before?	Yes or No
If Yes - how many times?	_____
Is this clean-up with the Adopt-A-Highway Program?	Yes or No
Is this Clean-up registered with Great NS Pick-Me-Up?	Yes or No

Signature of Applicant _____ Date _____