

## FLOOD ADVISORY COMMITTEE

A meeting of the Flood Advisory Committee was held in Council Chambers on Monday, November 27, 2023 at 9:00 am.

**Present:** Councillor Tim Johnson, Chair  
Mayor Christine Blair  
Councillor Lisa Patton  
Councillor Mike Cooper  
Hank Kolstee, Citizen Representative  
Robert Monk, Citizen Representative  
Dan Troke, CAO  
Rod MacLennan, Project Supervisor/Consultant  
Terry McKay, Manager of Land Protection, NS Agriculture

**Absent:** Michelle Boudreau, Director of Public Works  
Charlotte Sullivan, NS Environment & Climate Change

**Approval of Agenda:** Moved by Hank Kolstee and seconded by Councillor Patton  
"That the agenda be approved as presented." Motion carried.

**Approval of Minutes:** Moved by Councillor Cooper and seconded by Hank Kolstee  
"That the Minutes from the meeting on November 6, 2023 be approved as presented." Motion carried.

**Business Arising from the Minutes:** None.

**Projected Budget/Project Expenses Review:** Current budget projections/project expenses were reviewed, including expenses for completed projects as well as anticipated costs for approved projects. Estimated commitment for the current fiscal year is \$98,000, as compared to the budget of \$100,000. Discussion was held on those projects completed including project overruns, potential projects on the list to be confirmed with applicants and new applications that may be considered contingent on remaining funds. Any cost overruns will need to be approved as unbudgeted amounts by Council.

Rod to discuss scope of work and cost sharing amounts with property owners on Highway 311, Branch Road and Station Road and their willingness to proceed.

It was noted that all future motions to include cost sharing allocations.

**New Applications:** The following new applications were received and added to the project list.

Elm River Park, Lower Debert:

- After the last meeting, correspondence was sent to the Owner to advise that the current application did not meet policy and could not be considered
- Owner was given the option to submit a new application and

follow the process of utilizing the committee's consultant and contractor to complete any remaining work

- Subsequently the owner submitted a new application
- Due to all funds being committed this fiscal, this project would have to be considered under the 2024/25 budget

Moved by Hank Kolstee and seconded by Councillor Cooper

"That a letter be sent to the Elm River Park Property Owner advising that the current application will not be considered until next fiscal year as funds for the 2023/24 have already been committed." Motion carried.

Brenton Avenue, Salmon River:

- Site visit completed
- Located next to the old Salmon River School property providing secondary access
- Historically a walking path to the school property
- Council will be exploring options for development of this property and may want to consider purchasing this property
- Washouts surrounding three culverts that were installed
- Requires bank stabilization with rock around the culverts to prevent further erosion
- Cost estimate \$3,500

Moved by Mayor Blair and seconded by Councillor Cooper

"That bank stabilization be completed this fiscal on the Brenton Avenue property at a cost estimate of \$3,500 to be covered entirely by the Committee." Motion carried.

Moved by Mayor Blair and seconded by Councillor Patton

"That the Flood Advisory Committee recommends to Council to explore the option of land purchase of PID #20037370 to maintain secondary access to the old Salmon River School Property for future development purposes." Motion carried.

An application was received from Donald Pugsley for administration purposes for necessary drainage work to be completed as part of the Seascape Lane project.

**Review of Projects for  
2023/24:**

The following updates were made to the project list:

Highway 311, North River:

- Rod to contact neighbouring property owner for permission to access property before work can proceed

Farnham Road, Bible Hill:

- Rod contacted owner and discussed scope of work and when work can be completed

MacLand Drive, Lower Onslow:

- Send letters to affected property owners for permission to

access properties

- Cost estimate increased to \$15,000 which does not include asphalt reinstatement (this portion would fall under next fiscal's budget)

Seascape Lane, Lower Five Islands:

- Project completed
- Combined budget \$15,000 with actual costs of \$17,300
- Cost sharing amounts on project expenses outlined 25% and 50% cost sharing amounts based on property assessments of residential and commercial

Wharf Road, Great Village:

- Site visit outstanding

Branch Road, Onslow Mountain:

- Rod to contact owner to review scope of work, cost estimates and cost sharing
- \$2,500 cap limit does not apply

Onslow Mountain Road, Onslow Mountain:

- Owner of blueberry fields gave permission for ditching/berm construction to be completed on his property
- Next step – contact all affected property owners

Moved by Councillor Patton and seconded by Robert Monk

“That a letter be sent to all affected property owners on Onslow Mountain Road and that the full cost be funded by the Committee at a cost estimate of \$15,000.” Motion carried.

Graham Road, Debert:

- Project completed under budget

Station Road, Londonderry:

- Scope of work discussed with property owner
- Owner wants berm to be constructed along river instead of around barn as proposed
- Only option for this site is for the berm to be constructed near the barn
- Owner to decide if they wish to proceed with the work

Moved by Councillor Patton and seconded by Robert Monk

“That a letter be sent to the Property Owner on Station Road outlining the scope of work and decision to proceed with work.” Motion carried.

Mountain Lee Road, North River:

- Survey completed by staff
- Requires 525 ft of ditching
- Permission required from numerous property owners
- Cost estimate increased to \$3,500

Moved by Councillor Patton and seconded by Robert Monk

“That a letter be sent to all affected property owners outlining scope of work to improve drainage in the area and that the Committee covers 100% of the costs at a cost estimate of \$3,500.” Motion carried.

Penny Lane, North River:

- Discussed with NSPW last week – Area Manager to review
- Similar to a past project with drainage improvements in the provincial right-of-way, the option was discussed for this Committee to complete the work with costs covered by NSPW
- Committee reminded that if NSPW does not wish to proceed with the work, this does not meet policy as work cannot be done in their ROW

**New Business:**

Discussion was held on the status of the current year’s budget and the suggested amount for next fiscal year. Committee members agreed that applications could continue to rise as well as project costs and that the current budget should be maintained with the addition of a contingency. The Committee will need to decide on criteria surrounding the contingency if approved.

*(Councillor Cooper left the meeting at 10:05 am).*

Moved by Mayor Blair and seconded by Hank Kolstee

“That the Flood Advisory Committee recommends to Council that a budget of \$100,000 and an additional 25% contingency be approved for the 2024/25 operating budget for the small flood program.” Motion carried.

**Future Meeting Dates:**

The next meeting is scheduled for Monday, January 8, 2024 at 9:00 am in Council Chambers.

**Adjournment:**

Moved by Hank Kolstee

“That the meeting adjourn at 10:12 am.” Motion carried.

Crystal Deuville,  
Recording Secretary