

## FLOOD ADVISORY COMMITTEE

A meeting of the Flood Advisory Committee was held in Council Chambers on Monday, June 17, 2024 at 9:00 am.

- Present:** Councillor Tim Johnson, Chair  
Councillor Lisa Patton  
Mayor Christine Blair (*arrived at 9:12 am*)  
Hank Kolstee, Citizen Representative  
Robert Monk, Citizen Representative  
Michelle Boudreau, Director of Public Works  
Dan Troke, CAO  
Rod MacLennan, Project Supervisor/Consultant  
Terry McKay, Manager of Land Protection, NS Agriculture
- Regrets:** Councillor Mike Cooper  
Charlotte Sullivan, NS Environment & Climate Change
- Approval of Agenda:** Moved by Councillor Patton and seconded by Hank Kolstee  
“That the agenda be approved as presented.” Motion carried.
- Approval of Minutes:** Moved by Hank Kolstee and seconded by Robert Monk  
“That the Minutes from the meeting on May 13, 2024 be approved as presented.” Motion carried.
- Business Arising from the Minutes:** Staff are continuing to work on the legal revisions to the Policy and Release Forms and will be available at a future meeting.
- Standing Offers 2024/25:** A Standing Offer for Heavy Equipment was advertised and closed last Thursday with 6 quotes received. A summary table was provided at the meeting outlining the prices for each piece of equipment. Staff will review each for compliance with the standing offer documents.  
  
(*Mayor arrived at 9:12 am*)  
  
A discussion was held on whether or not the lowest bidder has to be used or can it be based on contractor experience. With standing offers, the lowest bid will be used first and if unavailable, can proceed to the next bidder. Contractors have to meet at a minimum, qualifications listed in the standing offer and if they fail to meet expectations with completion of the work, they must be notified before they can be disqualified from future work.
- New Applications:** None.
- Review of Projects for 2024/25:** As a result of the discussion at the last meeting, property assessment types were added to the project list as well as the following updates:  
  
Portapique Cemetery:
- Commercial assessment
  - Are cemeteries non-profit entities?
  - Maybe consider non-profits in the policy changes – seek legal advice first

MacLand Drive, Onslow:

- Another resident contacted the Mayor re: drainage issues in this area
- NSPW culvert needs to be replaced and ditching completed to improve drainage for this property – does not meet policy as the committee has no authority to work within the Provincial ROW
- Rod to discuss with NSPW/Chris Verge

Wharf Road, Great Village:

- Rod to confirm with owners if they wish to proceed with work

Branch Road, Onslow Mountain

- Owner doesn't have funds available right now
- Can reapply when they want the work done
- Staff to send a letter

Moved by Councillor Patton and seconded by Robert Monk

“That a letter be sent to Mr. Stone outlining the scope of work, cost estimates, and payment options to see if he wants to proceed with the work, or the application can be removed from the list and the owner can reapply at a suitable time.” Motion carried.

Onslow Mountain Road, Belmont:

- Request sent to NSPW for cross culvert upgrades

Mountain Lee Road (Drainage), North River:

- Letter sent to the new owner outlining project work and suggesting a meeting with the consultant to discuss

Spruce Drive, Salmon River:

- Basement flooding issue caused by stormwater run-off
- Applicant to arrange cost sharing with neighbours

Moved by Hank Kolstee and seconded by Councillor Patton

“That a letter be sent to Shipley outlining project costs and cost sharing amounts and that he has the option to arrange cost sharing with the other affected property owners or proceed with the work with his own funds.” Motion carried.

Mountain Lee Road (Culvert), North River:

- Large watershed area
- Numerous issues – steel culvert nearing end of life, existing culvert undersized and too short
- Requires profile/survey – Rod to arrange with County staff
- Presence of fish in watercourse
- May be done under NSE notification process
- Cost estimate \$15,000

Moved by Hank Kolstee and seconded by Mayor Blair

“That staff proceed with a survey on the Morrison property and that a cost estimate up to \$15,000 be included for this project.” Motion carried.

Currently, 8 projects are on the list to be completed this fiscal year and with the standing offers submitted and upon staff’s final review, work can soon proceed.

**New Business:** None.

**Future Meeting Dates:** The next meeting is scheduled for Monday, August 12, 2024 at 9:00 am in Council Chambers.

**Adjournment:** Moved by Councillor Patton

“That the meeting adjourn at 9:57 am.” Motion carried.

Crystal Deuille,  
Recording Secretary