



NOTICE

MEETING: Committee of the Whole

DATE: Wednesday, September 2nd, 2026

TIME: 5:00pm

PLACE: Council Chambers, 8296 Highway 7, Sherbrooke

Please Advise If Unable To Attend



Municipality of the District of St. Mary's

Committee of the Whole (COTW) Meeting
Wednesday, September 2nd, 2026

We acknowledge that we are gathering in Mi'kmaqi the traditional unceded territory of the Mi'kmaq people.

1. Call to Order
2. Roll Call
3. Additions to the Agenda
4. Approval of the Agenda
5. Approval of Minutes of COTW held Wednesday July 15th, 2026
6. Business Arising from Minutes
7. Correspondence
 - a. From the Cruiser – July 2026
 - b. Sonora Community Hall Request
 - c. EA Decision – Harbour Hills Wind Project
 - d. Nick Spears – Thank You Letter
8. Presentation: REMO Coordinator Kelsey Reece – REMO Update
9. Other Matters of Business
 - a. Staff Report - November 4th, 2026, COTW to November 2nd, 2026, due to NSFM
 - b. Staff Report – 16 Main Street Accessible Washroom -Design Contract
10. In-Camera: Contract Negotiations & Personnel Matters

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, July 15th, 2026

We acknowledge that we are gathering in Mi'kma'ki the traditional unceded territory of the Mi'kmaq people.

1. Meeting, Date & Time:

Deputy Warden Malloy called the COTW Meeting of the St. Mary's Municipal Council to order on Wednesday, July 15th, 2026, at 5:13pm. in the Council Chambers, Sherbrooke, N.S.

2. Attending:

Deputy Warden Beulah Malloy

Councillor Dana O'Connell

Councillor Scott Beaver

Councillor Emma Tibbo

Absent With Regrets:

Warden James Fuller

Also Attending:

Lesley McFarlane, Chief Administrative Officer (CAO)

Marian Fraser, Director of Finance/Treasurer

Janelle Fleet, Interim Municipal Clerk

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of the Agenda:

On the motion of Councillor Tibbo and seconded by Councillor Beaver, Council approved the agenda as presented.

Motion approved.

5. Approval of Minutes:

On the motion of Councillor Tibbo, seconded by Councillor O'Connell, hearing no errors or omission to the previous minutes, Council approved the minutes of the COTW Meeting held July 6, 2026.

Motion approved.

6. Business Arising from the Minutes:

- There was one revision to the Committee of the Whole minutes of June 3, 2026. A motion had been inadvertently omitted from the previously approved minutes.

On motion of Councillor O'Connell, seconded by Councillor Tibbo, council approve the revised Committee of the Whole minutes of June 3, 2026.

Motion approved.

7. Other Matters of Business:

- a. Rezoning request - PID 37503547
 - CAO, Lesley McFarlane presented the staff report as distributed in the meeting materials.

On recommendation of Councillor Tibbo, seconded by Councillor Beaver, the Committee of the Whole acting in the capacity of the Planning Advisory Committee recommend that Council authorize staff to schedule a public hearing at 5pm on July 30th, 2026, for the Rezoning request for PID #37503547.

Recommendation approved.

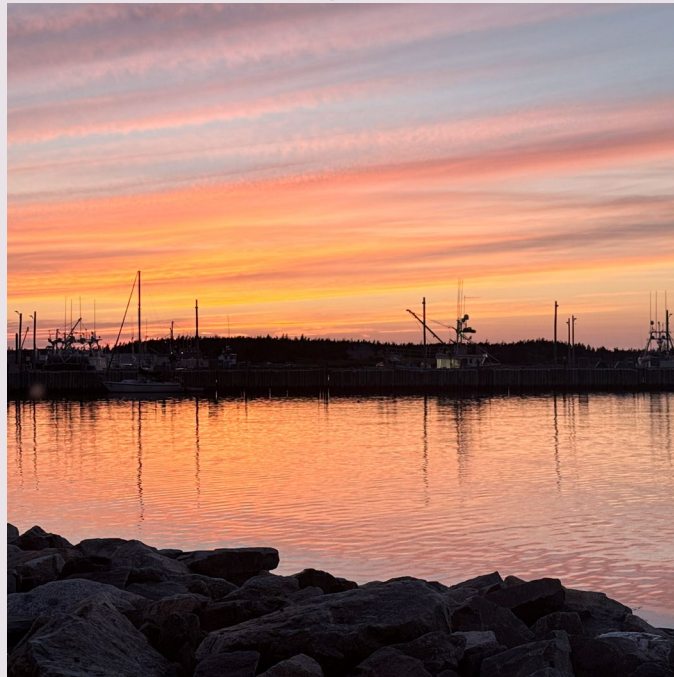
Adjournment

There being no further matters of business, Deputy Warden Malloy declared the meeting adjourned at 5:24pm.

FROM THE CRUISER

GUYSBOROUGH COUNTY DISTRICT RCMP-GRC

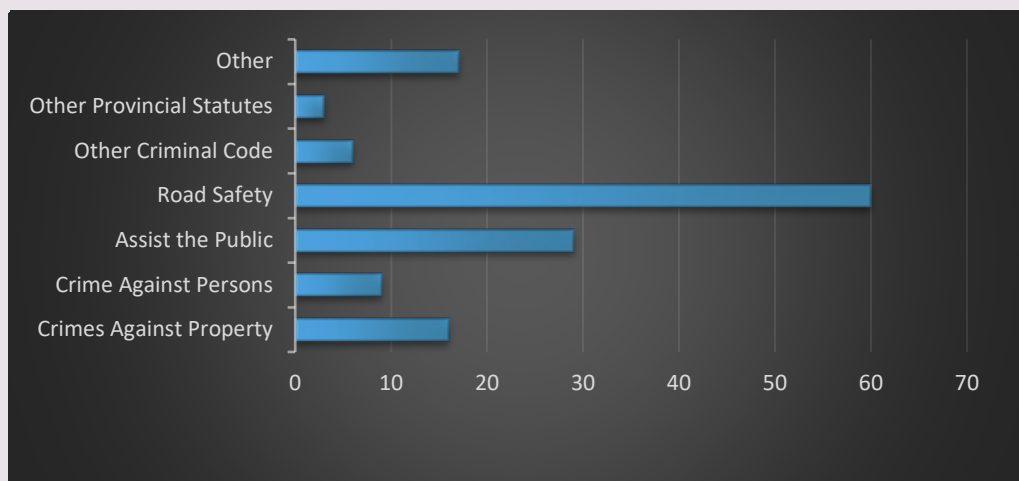
July 2026



Canso. Photo taken by Cst.Hudak

The Month in Review

Guysborough County District RCMP responded to 146 calls for service during the month of July 2026. Below is a chart showing the nature of those calls:



**Some calls of a sensitive nature are not included in the above chart*

News Stories

A car struck a black bear on Highway 344 in Hadleyville on July 11th, causing damage to the vehicle and minor injuries to the driver. The bear fled the scene prior to police arrival.



On July 12th, just before midnight, RCMP responded to a home in Canso in response to a mischief call. A twenty-one-year-old male was arrested and taken into custody for throwing a bicycle through a car window. The male was later released on an Undertaking to attend Antigonish Provincial Court on September 16th at 9:30 AM.



RCMP responded to an found artillery shell that was dug up in Ecum Secum. These objects are not uncommon for the area, and when found, the best thing to do is leave the shell where you found it, call the RCMP, who will contact the Department of National Defence to safely pick it up & dispose of it.

Crime Prevention

Enjoy the Beach, Get Home Safe!

We are fortunate to live in a beautiful region surrounded by beaches, lakes and coastal communities that offer countless opportunities to relax and make lasting memories with family and friends. Whether you are spending the day at the beach, enjoying the water, or taking in the scenery, remember that safety is everyone's responsibility.

Before you head out, take a few moments to plan, be aware of your surroundings, and make safe choices. A little preparation can help ensure your day ends with great memories, and everyone gets home safely.



ENJOY THE BEACH.

Get home safe.



Look out for each other

- Keep an eye on children, friends and your group
- Report unsafe or suspicious activity.
- In an emergency, call 911.



Protect your vehicle and your belongings

- Lock your vehicle.
- Keep valuables out of sight.
- Don't leave keys or electronics unattended.



Make it a great day!

- Follow signs and local rules.
- Respect others and the environment.
- Pack out your garbage and leave no trace.



Keep access clear

- Park in designated areas only.
- Keep roads, driveways and access points clear.
- Ensure access for emergency vehicles.



Drive sober

- Plan your ride before you go.
- Choose a designated driver, taxi, rideshare or another safe way home.
- Alcohol or drugs (including cannabis!) and driving do not mix.

Plan ahead. Be kind. Have fun. Get home safe.



Royal Canadian Mounted Police / Gendarmerie royale du Canada



Road Safety

On July 19th, just after 7 PM, a 27-year-old man was arrested for Operation of a Motor Vehicle while Prohibited, Operation of a Conveyance while Impaired, and Operation of a Conveyance while Exceeding 80 mg of Alcohol in 100 ml of blood in Wine Harbour. Guysborough County District RCMP would like to thank the people that assisted by taking the keys to the vehicle until police could arrive on scene. The man will appear in Antigonish Provincial Court on October 7th, 2026, at 9:30 AM.

On July 23rd at 4 PM in Guysborough, and again on July 28th in Isaacs Harbour, citizen's alerted RCMP to drivers they suspected were driving under the influence of alcohol or another intoxicating substance. In both instances, RCMP located the suspect vehicles and arrested the drivers for impaired operation of a conveyance and demanded a sample of their breath. Both instances resulted in charges of Failure to Comply with a Breath Demand. One driver was also charged with Operation of a Motor Vehicle while Prohibited.

If you suspect a driver is impaired or see someone driving in an unsafe manner, call us 24 hours a day, 7 days a week! Your calls for concern lead to safer local roads.



Between July 9th and July 24th, three people were charged with driving while their license was disqualified or suspended. There is no fine option for this offence under the Nova Scotia Motor Vehicle Act. If you are caught driving while prohibited from doing so, it is a mandatory court appearance.

Thirteen check stops were completed in Guysborough County District during the month in the communities of Whitehead, Canso, Spanish Ship Bay, Country Harbour, Sherbrooke, Goldenville, Port Bickerton, Upper Fox Island, Boylston, Guysborough, & Giants Lake.

In Our Community

Cst. Levy & son Emmett attended the Sunnyville Canada Day events.



Cpl. Doucette attended the Canada Day celebrations in Goshen including the annual parade.



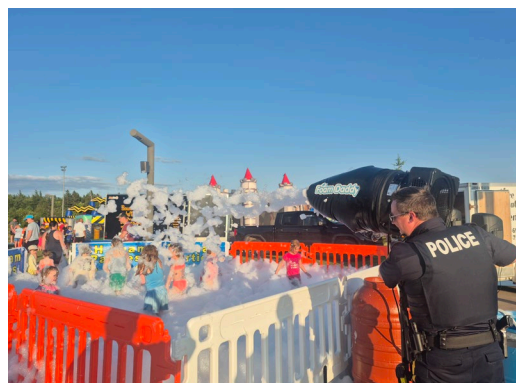
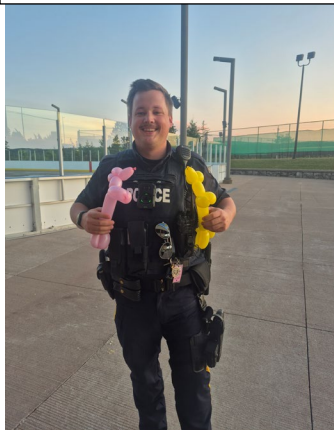
Cst. Nudo spent Canada Day in Canso this year

RCMP provided assistance with road safety during a parade organized by the community of Upper Big Tracadie



RCMP were on foot patrol during the Stan Rogers Folk Festival. L-R: Cst. Hudak, Cst. Trimm, Cst. Pelly, Cst. Hudak, Cpl. Kavanaugh

Cst. Dunlop got dunked at the Curling Club Fundraiser & later was gifted balloon animals at the CLC



Cst. Dunlop behind the trigger of the suds machine...

I hope no one there dunked him earlier!

8296 Highway 7,
P.O. Box 296
Sherbrooke, NS,
B0J 3C0

August 11, 2026

Request for Grant Guidelines and Support
– Sonora Community Center Drinking Well Project

Dear Warden, Councillors, and Municipal Staff,

I am writing on behalf of the Sonora Community Center, located in Sonora. Our community center serves as a vital gathering hub for residents, hosting recreational events, community meetings, and family functions.

To ensure the continued safety, accessibility, and resilience of our facility, our board of directors has identified an urgent infrastructure need: the installation of a reliable, clean drinking water well.

Our current well water system is contaminated the water was tested by Nova Scotia Environmental Services and reported it as being “unsuitable for drinking”. In addition, last year our well ran dry This severely limits our ability to safely host public events and operate at full capacity.

As a registered non-profit organization operating within the District of St. Mary's, we are preparing to apply for capital funding to cover the costs of well drilling, testing, and system hook-up.

We intend to leverage provincial infrastructure streams, but we know that local municipal alignment is critical for a successful project.

We respectfully request the following information from the Municipality:

1. **Local Funding Opportunities:** The current application forms, guidelines, and upcoming deadlines for the St. Mary's Community Grants Program or any applicable capital infrastructure funds.
2. **Letter of Support:** Would the Municipality be willing to provide a brief letter supporting our efforts to secure clean drinking water for the 90 plus residents of Sonora and the activities that the community center supports such as anniversaries family and social gatherings?

We have already initiated the process of obtaining professional line-item quotes from licensed Nova Scotia well drillers to ensure our budget is exact and transparent.

Thank you for your time, consideration, and continuous support. I look forward to your response.

Sincerely,



Joanne Burns

Auditor

Sonora Community Center

M_JBurns@Yahoo.ca

902 522-2931

From: Environment Assessment Web Account <EA@novascotia.ca>

Sent: August 13, 2026 11:38 AM

To: Environment Assessment Web Account <EA@novascotia.ca>

Subject: EA Decision – Harbour Hills Wind Project, Guysborough County

Hello,

This is to advise, on August 13, 2026, the Minister of Environment and Climate Change released a decision regarding the review of the Harbour Hills Wind Project. The Minister has determined that the Registration information was insufficient to make a decision on the Project and that additional information is required in accordance with Section 13(1)(a) of the Environmental Assessment Regulations, pursuant to Part IV of the Environment Act. The Proponent must provide more information regarding flora and fauna.

For more information pertaining to this review and for the decision document (when available), please visit: <https://novascotia.ca/nse/ea/harbour-hills-wind/>

Dear Municipality of St. Mary's .

I want to sincerely thank you for your generosity in choosing me as your 2026 recipient of the Municipality of St. Mary's bursary

I am truly honored to have received this award
It will help me achieve my business degree at STFX.

again, thank you for your support!

-Nick Spears



EMERGENCY SERVICES REPORT

September 2, 2026

Director of Emergency Services

Tenders

None at this point

Emergency Management

It has been a productive summer dedicated to community outreach, organizing committee meetings, coordinating training for and drafting the first draft of the All-Hazard Plan.

In the middle of July all three Municipal units passed the second reading of the REMO By-Law and signed the final shared services agreement. This milestone enabled us to form the Regional Emergency Management Executive Committee (REMEC), consisting of two members of Council from each Municipal unit. This inaugural meeting is scheduled for September 10th. We will review the committee's role, select a chair and co-chair and discuss primary issues. The second meeting will be held in November and will consist of a three-hour training session facilitated by our consultant, followed by a standard meeting.

The Regional Emergency Management Planning Committee (REMPC) inaugural meeting will be held on September 24th with key stakeholders from many different organizations that will be used during an incident and Emergency Coordination Centre (ECC) activation. Moving forward these meetings will be held bi-monthly.

Working with our consultant, we scheduled foundational Emergency Coordination Centre (ECC) course for September 17th and October 8th. Offering two sessions allows us to rotate staff and maintain operational coverage. Following these, command and section chiefs will receive a three-hour position specific training to prepare for a comprehensive mock-incident exercise.

I spent a lot of time working on the first draft of the All- Hazard plan. This will be ready for the Executive Committee to read and make any changes before being brought to Council for approval and adoption. Concurrently, I am currently drafting incident specific contingency plans. These will include step-by-step checklists and contact documents to ensure anyone can successfully open the ECC. All finalized plans will be integrated into WebEOC.

In June, I participated in a mock tsunami disaster which was hosted by the Department of Emergency Management (DEM) in Dartmouth. There was a debrief for everyone involved on



EMERGENCY SERVICES REPORT

September 2, 2026

Director of Emergency Services

August 27th, which was very informative and was great to hear about lessons learned and changes in evacuation planning going forward to include tsunami evacuation.

In collaboration with DEM Outreach, we are seeking community groups, particularly seniors, to host sessions on emergency preparedness, the NS Alert app and emergency management. We welcome any recommendations from staff and Council.

I was scheduled to attend River Days with DEM Outreach; they were able to attend and said the turnout and involvement was great. Unfortunately, I was unable to attend last minute due to a partial ECC activation for an issue in Canso.

Moving into the next month and beyond, I am eager to advance our training initiatives, continue stakeholder engagement and finalize the All-Hazard and contingency plans.

I look forward to the continued collaboration.

Rescheduling November 4th, 2026, COTW to November 2nd, 2026.

SUMMARY

The regularly scheduled Committee of the Whole (COTW) meeting on November 4, 2026 conflicts with NSFM fall conference and will be moved to November 2, 2026.

BACKGROUND

The Nova Scotia Federation of Municipalities (NSFM) Conference is taking place November 3-6, 2026. As per the municipality's Mileage/Expense Policy, Council and CAO typically attend the conference.

To avoid a conflict, the November 4th meeting will be rescheduled to Monday, November 2, 2026.

CONSIDERATIONS

Rescheduling the COTW meeting will allow Council and CAO to attend the NSFM Conference without a conflict with the regularly scheduled meeting.

Closer to November, if it is deemed possible without negatively impacting municipal governance, the November 2nd COTW meeting may be cancelled.

RECOMMENDATIONS

Move the regularly scheduled Committee of the Whole meeting from **November 4, 2026, to November 2, 2026**, due to the NSFM Conference.

Accessible Washroom – 16 Main Street

SUMMARY

The accessible washroom renovation at 16 Main Street is a carry-over project in the 2026–2027 Capital Budget with a budgeted project total of \$66,550. The project will improve accessibility, safety and usability for residents and visitors. Engineering design services are proposed at \$9,000 plus HST, with construction administration available on a time and materials basis.

BACKGROUND

By letter dated May 5, 2025, the Department of Communities, Culture, Tourism and Heritage confirmed an approved provincial investment of \$43,923 under the Government of Nova Scotia's Community ACCESS-Ability Grant Program for funding toward renovations to the public washroom at 16 Main Street, Sherbrooke. The Community ACCESS-Ability program supports projects that improve accessibility and equal opportunity for persons with disabilities.

The project will renovate the existing washroom to improve accessibility for individuals with mobility challenges and create a safer, more inclusive facility for residents and visitors of all ages and abilities. Proposed upgrades include an automatic door opener, removal of a door and wall to increase space, grab bars, an adult-size change table, accessible fixtures at appropriate heights, touchless faucets, improved lighting and signage, and slip-resistant flooring.

The project is included as a carry-over project in the Municipality's 2026–2027 Capital Budget. The budget identifies a total project cost of \$66,550, consisting of \$22,627 in municipal capital funding and \$43,923 in grant funding.

Under the municipal standing offer for engineering services, Strait Engineering Ltd. (SEL) submitted a proposal dated August 5, 2026, for engineering design and construction oversight services. SEL has proposed a fixed fee of \$9,000 plus HST to provide engineering design and tender-ready documents.

CONSIDERATIONS

Accessibility and inclusion: The renovations will remove physical barriers and provide accessible fixtures and features, including an adult-size change table. This project is in alignment with a recommendation from the Municipality of the District of St. Mary's Inclusion Plan 2026-28, which was approved May 20th, 2026.

Safety: Improved lighting, signage, grab bars and slip-resistant flooring will improve the safety and usability of the facility.

Engineering services: Professional engineering services are required to assess existing conditions, prepare design drawings, address applicable building requirements and prepare documentation for public procurement of the construction.

Budget: The project is a carry-over in the 2026–2027 Capital Budget, with an approved project total of \$66,550, including \$22,627 in municipal capital funding and \$43,923 in grant funding. Pending completion of the design and public procurement for the construction, actual required budget will be confirmed and communicated to Council along with a request for approval to proceed.

Design cost: Strait Engineering Ltd. has proposed a fixed fee of \$9,000 plus HST to provide engineering design and tender-ready documents.

Grant compliance: The grant has been extended to March 14th 2027 and the project must be complete by this date.

RECOMMENDATIONS

Recommendation:

Approve the engagement of Strait Engineering Ltd. to provide engineering design and procurement services for an accessible washroom at 16 Main Street, for a fixed fee of \$9,000 plus HST.

Staff Direction:

Direct staff to proceed with public procurement for the construction phase of the 16 Main Street washroom, and return with recommendations to Council.