



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

1. Meeting, Date & Time:

Warden Fuller called the COTW Meeting of the St. Mary's Municipal Council to order on Wednesday, December 4th, 2024 at 6:00 p.m. in the Council Chambers, Sherbrooke, N.S.

2. Attending:

Warden James Fuller
Deputy Warden Beulah Malloy
Councillor Scott Beaver
Councillor Dana O'Connell
Councillor Emma Tibbo

Also Attending:

Doug Patterson, Chief Administrative Officer (CAO)
Marian Fraser, Director of Finance (DOF)
Jadzia Rudolph, Municipal Clerk
Teddy Stevens, Director of Public Works

3. Additions to the Agenda:

- Addition to #9. Other Matters of Business, E.) subsection 1. December 18th, 2024, COTW Date
- Addition to #9. Other Matters of Business, F.) General Government Grants Policy

4. Approval of the Agenda:

On the motion of Councillor O'Connell and seconded by Councillor Beaver the Council approved the agenda with the additions.

Motion approved.

5. Approval of Minutes:

On the motion of Deputy Warden Malloy and seconded by Councillor Tibbo, Council approved the minutes of the COTW Meeting held November 20th, 2024.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- There was no correspondence.

8. Presentation: Sherbrooke Water Utility – Water Rate Study – G.A Isenor Consulting Ltd. and Blaine S. Rooney Consulting Ltd.

- Please see the Agenda/Package for the report.
- Gerry Isenor and Blaine Rooney provided Council with a presentation on the Sherbrooke Water Utility Rate Study.

On recommendation of Deputy Warden Malloy and seconded by Councillor Beaver, Council recommend that the Municipality of the District of St. Mary's on behalf of the Sherbrooke Water Utility, apply to the Nova Scotia Utility and Review Board for changes in its rates for the water and water services and changes to its rules and regulations for customers serviced by the Utility, as set out in the Water Rate Study prepared by G.A Isenor Consulting Ltd in association with Blaine S. Rooney Consulting Ltd.

Recommendation adopted.

9. Other Matters of Business:

a. GRID – Grant Funding Application

- Please see the Agenda/Package for the report.
- Department of Municipal Affairs and Housing (DMAH) have recently announced a call for applications under the Growth and Renewal for Infrastructure Development Program (GRID). GRID supports investment in priority municipal infrastructure projects that address critical capacity issues, build more accessible and adaptable communities, and enable the preservation and expansion of services to support housing.
- The program may provide funding for 50% of eligible project costs, though the actual cost-sharing percentage could vary based on project specifics or budget availability. Applicants must demonstrate their ability to cover the remaining project costs through municipal and/or other funding sources.

Project #1 – Sewer Inflow and Infiltration (I&I) Phase 3 - Sonora Rd/HWY 7- Repair/Replacement of Manhole Structures and Covers, Repair of Lateral Connections:

On recommendation of Councillor O'Connell and seconded by Councillor Tibbo, Council agree to direct staff to apply to the Growth and Renewal for Infrastructure Development Program through DMAH for the Sherbrooke Sewer Utility Inflow and Infiltration Phase 3 project including, repair by chemical grouting and remedy of manhole deficiencies of lateral connections located on Sonora R./Hwy 7 with the Municipal share funded through the 2025/26 Capital Budget.

Recommendation adopted.

Project #2 - Wastewater Treatment Plant Automatic Screener

On recommendation of Councillor O'Connell and seconded by Councillor Tibbo, Council agree to direct staff to apply to the Growth and Renewal for Infrastructure Development Program through DMAH for a Wastewater Treatment Plant Automatic Screen at the Sherbrooke Sewer Plant with the Municipal share funded through the 2025/26 Capital Budget.

Recommendation adopted.

b. Sewer Inflow and Infiltration Phase 1 & 2 Tender Award

- Please see the Agenda/Package for the report.
- Doug Patterson, Chief Administrative Officer (CAO) informed Council of the successful bidder on the Sewer Inflow and Infiltration Tender.

On recommendation of Deputy Warden Malloy, and seconded by Councillor Beaver, Council approve Eastern Trenchless Ltd. the I&I Chemical Grouting Tender in the amount of \$90,000 + HST, being funded

through the 2024/2025 capital budget with confirmed 50% cost share between the Municipal Capital Growth Fund and the Canada Community Building Fund.

Recommendation adopted.

c. Recplex Scheduling Over Winter Break

- Please see the Agenda/Package for the report.
- If residents would like to book the St. Mary's Recplex over the winter break, they can call 902-522-2049 from Monday to Friday, 8:30 am to 4:00 pm. Bookings must be made 24 hours in advance, and by Friday for weekend rentals. For rentals between December 21 and January 3 be sure to make your reservation by December 20.
- The rental rate is \$135 per hour plus HST.

d. Engineer: Standing Offer

- Please see the Agenda/Package for the report.
- The Municipality does not have an engineer on staff. Yet the Municipality has water, wastewater utilities and a transfer station. All these services require occasional engineering design support for maintenance and new capital projects.
- The best strategy to meet engineering design service needs going forward is to complete a procurement for a three-to-five-year ongoing agreement with one firm who would get to know the Municipality's infrastructure and who could be called upon as needed for approved projects. Terms would be for three years with municipal option to extend an additional two years for quality work. Contract would have mutual cancellation clauses.
- The RFP to select a provider would collect and rate bidders for core people/expert pricing as part of the evaluation criteria. Specific project bids using the RFP pricing data would be quoted by the provider for each municipal project.

On recommendation of Councillor O'Connell and seconded by Councillor Tibbo, Council supports the business strategy of creating a three-to-five-year service agreement with an engineering firm for municipal engineering design needs subject to council's approval of the proponent business award.

Recommendation adopted.

e. COTW: January 1, 2025, New Date Needed

- Please see the Agenda/Package for the report.
- Due to the COTW meeting falling on a holiday January 1 (New Years Day) as per the "Council Procedural Policy" Section 6.2.12. any scheduled meetings of council that fall on a holiday may be held on the next regular business day.

On recommendation of Councillor Beaver and seconded by Councillor O'Connell Council agreed to reschedule the COTW meeting from January 1, 2025, to January 2nd, 2025.

Recommendation adopted.

COTW: December 18th, 2024

- The COTW meeting scheduled for December 18th, 2024, has been discussed and Council unanimously decided on cancelling the COTW meeting.

On recommendation of Deputy Warden Malloy, and seconded by Councillor Tibbo, Council agree to cancel the December 18th, 2024, COTW meeting.

Recommendation adopted.

f. General Government Grants

- Marian Fraser, Director of Finance, informed Council that the General Government Grants are available and that the application will be available on the municipal website. The deadline for applications is February 15th, 2025.

10. In-Camera: Personnel & Contract Negotiations

On motion of Councillor Beaver and seconded by Deputy Warden Malloy, Council agreed to move in-Camera for Personnel & Contract Negotiations at 7:26 pm.

Motion approved.

On motion of Deputy Warden Malloy and seconded by Councillor Tibbo, Council agreed to reconvene to regular session at 8:38 pm.

Motion approved.

On recommendation of Councillor Tibbo and seconded by Councillor Beaver, Council directs staff to execute the following actions regarding construction and demolition (C&D) service management:

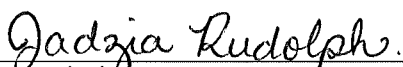
- 1.) To tender the removal of the existing C&D material on site at the transfer station to a suitable long term storage facility.
- 2.) To coordinate with and receive applicable approvals from the department of the environment.

Recommendation adopted.

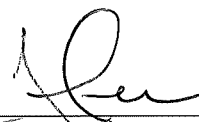
Adjournment

On motion of Warden Fuller, there being no further matters of business, Council adjourned at 8:40 p.m.

Motion approved.



Recorded By
Jadzia Rudolph, Municipal Clerk



Approved By
Warden Fuller