



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 Thursday, January 2nd, 2025, at 6:00 p.m. in the Council Chambers, Sherbrooke, N.S.

2. Attending:

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

Also Attending:

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

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of the Agenda:

On the motion of Councillor O'Connell and seconded by Deputy Warden Malloy, Council approved the agenda as presented.

Motion approved.

5. Approval of Minutes:

On the motion of Warden Fuller, Council approved the minutes of the COTW Meeting held December 4th, 2024.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- Letter from Sean Fraser regarding Fire Department Funding
- Council decided to write a letter inviting MP. Sean Fraser to the next Fire Services Advisory Committee meeting on February 26th, 2025.
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- Letter from Port Hilford Community Centre regarding Property
- The municipality does not want to take back the facility, but will write a letter to Kim McGrail, offering district funds, and offer support and solutions that may help.

- c. Email from AMA regarding FOIPOP
- Council discussed the time and effort that it takes staff to work on FOIPOP requests.
- Council decided to write a letter in support of the Association of Municipal Administrators of Nova Scotia on the FOIPOP Act review working group recommendations to William Trask, Chair of the working group.

On recommendation of Councillor Beaver and seconded by Councillor O'Connell Council write a letter in support of the NS Association of Municipal Administrators position on the FOIPOP Act Review Working Group recommendations to William Trask, Chair of the Working Group.

Recommendation adopted.

8. Other Matters of Business:

- a. Mileage/Expense Policy
- Please see the Agenda/Package for the report.

On recommendation of Deputy Warden Malloy and seconded by Councillor Tibbo, Council readopts the Mileage/Expense policy as presented.

Recommendation adopted.

- b. Hospitality Policy
- Please see the Agenda/Package for the report.

On recommendation of Councillor O'Connell and seconded by Deputy Warden Malloy, Council readopts the Hospitality policy with amendments.

Recommendation adopted.

- c. Finance Report
- Please see the Agenda/Package for the report.
- Marian Fraser, Director of Finance informed Council of the Finance report up to November 2024. All expenses are on track, a progress report is included in the report, Marian Fraser, Director of Finance informed Council that there is an estimated surplus for year end.

- d. Dry Hydrant Appointment
- Please see the Agenda/Package for the report.
- Only one Volunteer Fire Department applied for the dry hydrant, and it was Liscomb Volunteer Fire Department which was awarded the dry hydrant at a Fire Services Advisory Committee meeting for 2024.

On recommendation of Deputy Warden Malloy and seconded by Councillor Tibbo, Council approves the selection and installation of a dry hydrant to Liscomb Volunteer Fire Department as per the Fire Services Administration Policy.

Recommendation adopted.

- e. 2025-2026 Uniform Assessment
- Please see the Agenda/Package for the report.
- The 2025-2026 Uniform Assessment the Education expense for the Municipality for the fiscal year 2025-2026 will increase by \$64,685, a 9.20% increase from 2024-2025.

f. 2025-2026 Budget Deliberation Timeline

- Please see the Agenda/Package for the report.
- Marian Fraser, Director of Finance provided Council with the 2025-2026 budget deliberation timeline.

On recommendation of Councillor Tibbo and seconded by Councillor O'Connell, Council recommends setting the 2025 2026 Annual General Meeting date as Wednesday, April 2nd, 2025, at 7:00pm.

Recommendation adopted.

g. 2025 Property Tax Assessment Roll Summary

- Please see the Agenda/Package for the report.
- Annually on December 31st, Property Valuation Services Corporation (PVSC) sends the complete property tax assessment roll to each municipality in Nova Scotia individually. Municipalities use the assessment roll to calculate property taxes. Once received, staff review the roll and potential revenue impacts ahead of the Municipal budgets to assist with budget deliberations. It is important to note that it is not until January 13th, 2025, that PVSC mails out property assessment notices to Nova Scotia property owners. Property owners have until February 13th, 2025, to appeal their assessments with PVSC. Appeal changes and rulings are not reflected in this year-over-year comparison report.
- There will be a \$127,504 increase if tax rates remain the same.

Adjournment

On motion of Warden Fuller, there being no further matters of business, Council adjourned at 6:31 p.m.

Motion approved.



Recorded By
Jadzia Rudolph, Municipal Clerk



Approved By
Warden Fuller