



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, May 7th, 2025, at 6:00pm. 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)
Jadzia Rudolph, Municipal Clerk
Teddy Stevens, Director of Public Works
Mallory Fraser, Director of Community Development and recreation
Keren Ruller, Director of Economic Development

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

Hearing no additions, errors or omissions, Council approved the minutes of the COTW Meeting held April 16th, 2025.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. Department of Emergency Management – Fire Review
 - Please see the Agenda/Package for the correspondence.
- b. Department of Municipal Affairs – Budget Changes
 - Please see the Agenda/Package for the correspondence.
- c. Department of Municipal Affairs – Fire Records Management System

- Please see the Agenda/Package for the correspondence.
- d. Department of Municipal Affairs – Reprofiling Beautification and Streetscaping Program and the Community Works Program
- Please see the agenda/Package for the correspondence.
- e. Department of Health & Wellness – Funding Notice
- Please see the Agenda/Package for the correspondence.

8. Presentation: RCMP, Natasha Farrell, District Commander

- RCMP, Natsha Farrell, District Command for Guysborough County cancelled and will re-schedule for a future COTW meeting.

9. In-Camera: Contract Negotiations

On motion of Councillor Tibbo seconded by Councillor Beaver Council agree to move In-Camera for Contract Negotiations at 6:07pm.

Motion approved.

On motion of Deputy Warden Malloy seconded by Councillor O’Connell Council agree to reconvene to regular session at 6:27pm.

Motion approved.

10. Other Matters of Business:

a. Recreation Fee Subsidy Policy

- Please see the agenda/Package for the report.
- At the Committee of the Whole Meeting held on March 5th, Council directed staff to implement a daily fee of \$10 for the Summer Day Camp Program and to develop a Summer Day Camp Fee Subsidy Policy.
- Mallory Fraser, Director of Community Development and Recreation provided council with a new policy to adopt for a recreational day camp fee subsidy to ensure residents that wish to take part in programs and activities can apply, to take some of the financial burden off.
- Council informed the Director of Community Development and Recreation that they feel an increase in thresholds should be considered, as there are many single parent families in the municipality, as well as some administrative errors in section 6.1 and 6.4 that would need to be amended.

b. Ammonia Detection System

- Please see the Agenda/Package for the report.
- During a recent annual inspection, Public Works staff deemed that the ammonia detection system needs to be replaced. This equipment is the primary source of protection for the operators from entering a dangerous environment in the instance of an ammonia leak.

On recommendation of councillor Beaver seconded by Deputy Warden Malloy Council approve CIMCO Refrigeration to provide equipment and install a new Ammonia Detection System at the St. Mary’s Recplex as outlined in the quote provided at cost of \$12,213.98 plus HST funded through the Capital Reserve.

Recommendation adopted.

- c. Extended Producer Responsibility (EPR) Program Acceptance
 - Please see the Agenda/Package for the report.
 - Doug Patterson, Chief Administrative Officer (CAO) informed Council of the options to agree to go with Circular Materials or disagree and

On recommendation of Deputy Warden Malloy seconded by Councillor Tibbo Council elect to continue to operate a municipal curbside recycling collection service due to the multiple ways that this option provides the best services for municipal residents. Further, that council authorize the Warden to sign the agreement provided by Circular Materials and an amended agreement with the collection service: Eastern Shore Cartage Inc.

Recommendation adopted.

- d. Construction and Demolition Update (C&D)
 - Teddy Stevens, Director of Public Works informed Council of the Construction and Demolition (C&D) update.
 - Staff informed Council that the scale at the municipal transfer station does work but only works for weights over one tonne and that the residential service the municipality plans to offer would not benefit from using the scale, staff will develop a flat rate fee.
- e. Public Works Garage Electrical Upgrade
 - Please see the agenda/package for the report.
 - Public Works staff have identified that they have little to no space to perform duties and tasks out of weather and storage of equipment.
 - Public Works would like to use the storage building adjacent to the Water Treatment Plant to have a clean space to perform work and maintenance, to do so, the municipality would have to provide power and install lighting to the building.


On recommendation of Councillor Tibbo seconded by Councillor O'Connell Council approve Sherbrooke Electrical to complete the required electrical work at the Public Works Garage as outlined in the quote provided at cost of \$5,997.41 plus HST funded through the Capital Reserve.

Recommendation adopted.

Adjournment

On motion of Warden Fuller, there being no further matters of business, Council adjourned at 7:02pm.

Motion approved


Recorded By
Jadzia Rudolph, Municipal Clerk


Approved By
Warden Fuller