



NOTICE

MEETING: St Mary's Municipal Council
Committee of the Whole

DATE: Wednesday, November 6th, 2024

TIME: 6:00 pm

PLACE: St. Mary's Municipality
Council Chambers, Sherbrooke, NS

Please advise if unable to attend



Municipality of the District of St. Mary's

Committee of the Whole Meeting Agenda
Wednesday, November 6th, 2024, at 6:00pm

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: COTW held October 16th, 2024
6. Business Arising from Minutes
7. Correspondence: N/A
8. Presentation: N/A
9. Other Matters of Business
 - a. Code of Conduct: Staff to Provide a Verbal Introduction for Council
 - b. Internal/External Committees: Assign Committee Members
10. In-Camera: Legal

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, October 16th, 2024

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

1. Meeting, Date & Time:

Warden Wier called the COTW Meeting of the St. Mary's Municipal Council to order on Wednesday, October 16th, 2024, at 4:00 p.m. in the Council Chambers, Sherbrooke, N.S.

2. Attending:

Warden Greg Wier

Deputy Warden James Fuller

Councillor Everett Baker

Councillor James Harpell

Councillor Courtney Mailman

Councillor Beulah Malloy

Councillor Charlene Zinck

Absent with Regrets:

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 Harpell and seconded by Councillor Baker, the Council approved the agenda as presented.

Motion approved.

5. Approval of Minutes:

On the motion of Councillor Malloy and seconded by Councillor Zinck, the Council approved the minutes of the COTW Meeting held October 2nd, 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: Simply Blue Group – Megan Harris, Andrew Parsons, Rory Shannihan.

- See the Agenda/Package for the presentation.
- Simply Blue Group is a leading renewable energy developer headquartered in Ireland, with offices worldwide.

- Simply Blue is a part of a global movement to replace fossil fuels with clean energy. Our dedicated Hydrogen and Sustainable Fuels Team is focused on the development of competitive sustainable fuels projects, which will use green energy to produce sustainable fuels targeted at aviation and marine transport.
- Simply Blue would like to build a renewable energy park (REP) on the Eastern Shore of Nova Scotia, the REP will be powered with renewable electricity generated from our solar and wind farms. This self-produced power will be used along with sustainable biomass and water to produce sustainable aviation fuel (SAF) and renewable methanol.

9. Other Matters of Business:

a. November Council Date

- The November Regular Council meeting falls on a holiday, due to this, Council discussed rescheduling the regular council meeting for the next day as per the "Council Procedural Policy".
- Council decided to set the Council meeting date to November 12th, 2024.

On recommendation of Councillor Baker and seconded by Councillor Malloy, Council agree to reschedule the November 11th, 2024, Regular Council date to November 12th, 2024.

Recommendation adopted.

b. Review of Snow Removal Contract

- See the Agenda/Package for the report.
- Doug Patterson, chief Administration Officer (CAO) informed Council of the updates made to the Snow Removal Contract, such as; the term of the contract is going to be for three years compared to the one year previously.
- Stonewall Park has been added to the list of parking lots to be maintained.

On recommendation of Councillor Baker and seconded by Councillor Harpell, Council agree to award the three-year contract beginning December 2024 until March 31st, 2027 for Municipal Snow Removal & Ice Control Services Tender to Waternish Construction for a monthly retainer of \$10,000.00 which includes 10 plow events and 10 salt events per month with services above the monthly retainer at a rate of \$700.00 per plowing, \$100.00 per salting, and \$200.00 per sanding. The funds to be expensed from the corresponding annual municipal operating budget.

Recommendation adopted.

c. Update on Accessibility and Anti-Racism

- See the Agenda/Package for the report.
- The *Dismantling Racism and Hate Act*, passed in 2022, required municipalities to develop equity and anti-racism plans by April 1, 2025. The Accessibility Directorate has recently provided tools to municipalities to update their Accessibility Plans. Municipalities encouraged to use resources prepared by the Office of Equity and Anti-Racism in tandem with resources prepared by the Accessibility Directorate to develop a single plan that meets legislative requirements of both Acts.

On recommendation of Deputy Warden Fuller and seconded by Councillor Malloy, Council agree to Direct staff to draft a plan for Equity, Anti-Racism, Inclusion and Accessibility Advisory Committee Policy that

enables the Municipality to address systemic hate, inequity and racism and identify, remove and prevent barriers of accessibility including the development of an Equity, Anti-Racism, Inclusion & Accessibility Plan.

Recommendation adopted.

d. Ecum Secum Fire Hall Project Planning

- See the Agenda/Package for the report.
- Earlier this year, staff building official/building inspector made a recommendation to the Ecum Secum fire that they begin plans and preparations to develop a new hall that would replace the existing hall.
- The department of Communities, Culture, Tourism and Heritage approved funding for \$60,000.00 for the purposes of making a plan for the redevelopment of the building and that the municipality would lead that process and support the hall.
- Staff have been working with a committee from the hall and staff have recommended that the plan and solution for a building development/future construction project is to identify all building needs and create construction ready documents with all needed engineering and features identified. Work is under way to identify all needs, and a building consultant has been hired to begin initial plans.
- The \$60,000.00 in project funds is held and administered by the municipality of behalf of the fire hall where payments to services and vendors will be made by the municipality as the fire hall selects services recommended by staff and where the fire hall has been enabled to take part in decisions to ensure that their goals for the re-developed structure will be met.
- Staff including the finance department have reviewed our audit needs for approval of project payments to services contracted to complete work for the re-development plan. Our audit requirements will be met by the payment from the municipality directly to vendors where staff confirm that the funds are for completed services under the planning project and our normal audit control of two signatures on the cheques will be in place.

e. Fire Services Capital Needs

- Doug Patterson, Chief Administration Officer (CAO) informed Council of the urgent needs that the St. Mary's Municipal Fire Departments are facing. The Fire Departments are in need of financial assistance, much more than Municipal Government can handle. Council discussed ways in which they could help advocate for the Fire Departments.
- Council decided all members will sign a letter to the federal and provincial government in support of the Fire Departments.

Adjournment

On motion of Councillor Harpell and seconded by Councillor Malloy, there being no further matters of business, Council adjourned at 5:02 p.m.

Motion approved.

Recorded By
Jadzia Rudolph, Municipal Clerk

Approved By
Warden Wier



**Municipal Affairs and Housing
Office of the Minister**

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August 9, 2024

To All Nova Scotia Elected Officials and Chief Administrative Officers/Village Clerks:

I am writing to inform you of an update on the municipal and village codes of conduct. In January 2022, the Code of Conduct Working Group was established to develop a set of recommendations on the code of conduct framework, which included content to include in the code, sanctions that may be imposed if a breach occurred, and options for an investigator model. This collaborative working group included representatives from the Nova Scotia Federation of Municipalities (NSFM), the Association of Municipal Administrators of Nova Scotia (AMANS), the Association of Nova Scotia Villages (ANSV), and the Department of Municipal Affairs and Housing (DMAH).

Following significant consultation with municipalities in September 2022, March 2023, and September 2023 on the code of conduct framework, the Code of Conduct Working Group developed 25 recommendations for me to consider as Minister. I am pleased to advise, after careful consideration, I am accepting all 25 recommendations presented by the Code of Conduct Working Group. The recommendations, along with the anticipated framework are appended to this letter for your reference.

The code of conduct framework will be coming into effect following the October municipal election. The legislative provisions require municipalities and villages to adopt a code of conduct consisting of the model code of conduct as outlined in the regulations. As Minister, I will prescribe that all municipalities and villages must adopt the model code of conduct within 60 days following the October election and provide confirmation of their notice of adoption. Should a municipality or village fail to meet the above requirements, municipal funding will be withheld pursuant to the *Municipal Grants Act*. As one of the first items to discuss on your agendas, I trust this will bring an unequivocal understanding of the conduct to uphold as an elected official in Nova Scotia.

I understand and recognize that code of conduct training is an important component to make the framework successful. The NSFM will be the lead organization on the development of a robust code of conduct training module, and it is expected this module will be available in early 2025. To bridge the gap between when the regulations will be in place to when the robust training module will be ready in early 2025, the Department will provide municipalities and villages resources that can be shared with councils and commissions.

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As we move toward a new standard for elected officials following the election, I would encourage you to share the documents appended in this letter with all candidates running in the upcoming municipal election. Candidates should be notified about the new expectations surrounding the code of conduct.

In closing, I would like to thank the Code of Conduct Working Group members for their hard work and dedication to this initiative over the past two years. This initiative is a wonderful example of collaboration between the Department and our municipal partners.

Sincerely,



Honourable John A. Lohr
Minister of Municipal Affairs and Housing

Attached

c: Code of Conduct Working Group
Mayor Carolyn Bolivar-Getson, NSFM
Juanita Spencer, CEO NSFM
Kim Ramsay, President AMANS
David Campbell, Executive Director AMANS

Appendix A: Recommended Prescribed Code of Conduct

The recommended prescribed code of conduct would be applicable to all municipalities and villages with separate codes being developed to reflect the difference in terminology (e.g. village versus municipality, Chief Administrative Officer versus Clerk).

Code of Conduct shall apply to elected officials from the time that they are declared elected until:

- a) their resignation;
- b) their disqualification while in office; or
- c) their successor is sworn into office, or, if there is no successor, until the meeting at which the successor would have been sworn into office if there was a successor

The guiding principles to be included are:

- a. Collegiality – members of council will work together to further the best interests of the municipality in an honest and honourable way.
- b. Respect – members of council will demonstrate respect towards one another, the democratic decision-making process, and the role of staff.
- c. Integrity – members of council are expected to act lawfully and adhere to strong ethical principles by giving the municipality or village interests priority over private individual interests.
- d. Professionalism – members of council will create and maintain an environment that is respectful and free from all forms of harassment, including sexual harassment and discrimination. They must show consideration for every person's values, beliefs and contributions, and supporting and encouraging others to participate in council activities.
- e. Transparency – members of council will be truthful and open regarding their decisions and actions and make every effort to accurately communicate information openly to the public.
- f. Responsibility – members of council are responsible for the decisions that they make and must be held accountable for their actions and outcomes. They must demonstrate awareness of their own conduct and consider how their words or actions may be perceived as offensive or demeaning.

General Conduct

- Members of Council must be truthful and forthright, and not deceive or knowingly mislead Council, the CAO, or the public.

- Members of Council will respect the presiding officers, colleagues, staff and members of the public that present during the council meeting or other proceedings/meetings of the municipality.
- Members of Council will adhere to procedure and direction of presiding officers in respect to rules of procedure.
- Members of Council must conduct Council business and all of the member's duties in an open and transparent manner, other than for those matters which Council is authorized by law to deal with in private.
- Members of Council must ensure that they are not impaired by alcohol or drugs while attending any meeting of the municipality.

Confidential Information

- No Member of Council will disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except where required by policy or law or authorized by the Council to do so.
- No Member of Council will use confidential information for personal or private gain or for the gain of any other person or entity.
- Members of Council should not access or attempt to access confidential information in the custody of the municipality unless the information is necessary for the performance of their duties and its access is not prohibited by legislation or by the by-laws or policies of the Municipality.
- Members of council must not discuss any matters relating to an active investigation under this Code of Conduct with anyone other than the investigator or their own legal representative, unless required by law.

Gifts and Benefits

- No Member of Council shall accept a fee, advance, cash, gift, gift certificate or personal benefit that is connected directly or indirectly with the performance of their duties of office, except for the following:
 - i. gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
 - ii. a suitable memento of a function honouring the member of Council;
 - iii. sponsorships and donations for community events organized or run by a member of Council or by a third party on behalf of a member of Council;
 - iv. compensation authorized by the municipality.

- A fee or advance paid, or a gift or benefit provided, with the Member's knowledge, to a person closely connected to a member is deemed to be a gift to the Member of Council.

Use of Municipal Property, Equipment and Services

- No Member of Council shall use, or request the use of, any municipal property, including surplus material or equipment for personal convenience or profit, unless the property is:
 - i. available for such use by the public generally and the member of Council is receiving no special preference in its use; or,
 - ii. made available to the member of Council in the course of carrying out council activities and duties.
- No Member of Council shall use, or request the use of, for personal purpose any municipal property, equipment, services, supplies or other municipally-owned materials, other than for purposes connected with the discharge of municipal duties.
- No Member of Council shall obtain, or attempt to obtain, personal financial gain from the use or sale of municipally-developed intellectual property.
- No Member of Council shall use information, or attempt to use information, gained in the execution of their duties that is not available to the general public for any purposes other than carrying out their official duties.
- No Member of Council, or person closely connected to a member, shall tender on such items such as the sale of older and extra equipment.

Building, Development, Planning, or Procurement Proposals before Council

- No Members of Council shall solicit or accept support in any form from an individual, group or corporation, with any building, development, planning, or procurement proposal before Council.

Improper Use of Influence

- No Member of Council shall use the influence of their office for any purpose other than for the exercise of their official duties.

Business Relations

- No Member of Council shall allow the prospect of their future employment by a person or entity to affect the performance of their duties to the municipality.
- No Member of Council shall borrow money from any person who regularly does business with the municipality, unless such person is an institution or company

whose shares are publicly traded and who is regularly in the business of lending money.

- No Member of Council shall act as an agent of a person or entity before Council or a committee of Council or any agency, board or committee of the municipality.

Employment of Persons Closely Connected to Members of Council

- No Member of Council shall attempt to influence any municipal employee to hire or promote a person closely connected to the member.
- No Member of Council shall make any decision or participate in the process to hire, transfer, promote, demote, discipline or terminate any person closely connected to the member.

Fairness

- No Member of Council shall give special consideration, treatment or advantage to any individual or entity beyond that which is accorded to all.
- No Member of Council shall give special consideration, treatment or advantage to an organization or group due to the member or person closely connected to the member being involved with or a member of the organization or group.

Adherence to Policies, Procedures, Bylaws and Other Laws

- Members of Council will adhere to the Code of Conduct.
- Members of Council will adhere to the applicable national and provincial legislation.
- Members of Council will adhere to the procedures, policies and bylaws of the municipality.
- Members of Council will adhere to the expense and hospitality policy of the municipality.

Respect for Council as a decision-making body

- A Member of Council must abide by and act in accordance with any decision made by Council, whether or not the member voted in favour of the decision.
- Members of Council must not encourage non-compliance with a statute, regulation, bylaw, policy or procedure.

Communicating on behalf of Council

- A Member, other than the Mayor/Warden, must not claim to speak on behalf of Council unless the member has been authorized to do so.
- The Mayor/Warden/designated individual may speak on behalf of Council and must make every effort to convey the intent of Councils' decision accurately.

Interactions of Council with Staff and Service Providers

- Members of Council must respect the role of the CAO as head of the administrative branch of government of the municipality and must not involve themselves directly in the administration of the affairs of the municipality, including, without limitation, the administration of contracts.
- No Member of Council shall direct, or attempt to direct, the CAO, other than through a direction provided by the Council as a whole.
- Members of Council shall be respectful of the role of CAO and municipal employees to advise based on political neutrality and objectivity and without undue influence from any individual member or faction of the Council.
- Members of Council must not direct or influence, or attempt to direct or influence any municipal employees in the exercise of their duties or functions.
- Council cannot direct municipal employees except through the CAO.
- Members of Council are not to issue instructions to any of the contractors, tenderers, consultants or other service providers to the municipality.
- No Member of Council shall require or request that a municipal employee undertake personal chores or tasks for the Council member unrelated to municipal business.
- Members of council shall refrain from making public statements that are critical of specific and/or identifiable municipal employees and/or service providers.

Respectful Interactions

- A Member of Council must not engage in discrimination or harassment on the grounds articulated in the Human Rights Act of Nova Scotia.
- A Member of Council must not sexually harass any person.
- A Member of Council must not engage in any discriminatory or harassing action or conduct, verbal or non-verbal, directed at one or more individuals or groups that creates a poisoned environment.

Reprisal

- A Member must not undertake any act of reprisal or threaten reprisal against a complainant in a matter under this Code of Conduct or any person providing relevant information in relation to a matter under this Code of Conduct.

Appendix B: Recommended Sanctions Framework and Possible Sanctions to be imposed

Sanctions Framework:

A Council or Commission shall consider all of the following criteria prior to imposing a sanction or sanctions:

1. The nature of the code contravention;
2. The length or persistence of the code contravention;
3. If the member intentionally contravened the code of conduct;
4. Has the member taken any steps to remedy the contravention;
5. If the member previously contravened the code of conduct;
6. Any external factors that exist to the member's contravention (e.g. family situation, mental health); and
7. The resources the member will need to complete their job.

Sanctions:

1. Member will receive a letter of formal reprimand or warning, as directed by council.
2. Member will issue a letter to include acknowledgement of breach of code and an apology within 15 days.
3. Require the member to attend training, appropriate to the incident, as directed by council.
4. Censure the member publicly.
5. Limit the member's access to certain local government facilities, equipment and/or property.
6. Suspending or removing the member as deputy head of council and/or the chair of a committee, if applicable.
7. Suspending or removing the member for no longer than 6 months from some or all committees and/or boards.
8. Impose a limit on the member's participation on behalf of the municipality.
9. Impose a limit on the member's travel and/or expense reimbursement on behalf of the municipality.
10. Impose a fine on the member for up to \$1,000 per occurrence, which is to be paid no later than 6 months from the decision of council and to be collected in the same manner as other taxes.
11. Impose an appropriate reduction in remuneration to the member for no longer than 6 months.
12. Make member repay any direct monetary loss realized by the municipality as a result of the member's action in any amounts determined by the investigator.
13. Make member repay any direct monetary gain they obtained from their actions in any amounts determined by the investigator.

Appendix C: Recommended Complaint and Investigator Process

1. Municipality or village will appoint a person or entity other than a Council Member or an employee of the municipality to receive and investigate complaints.
 - a. The person or entity appointed must have experience in conducting investigations and in applying the principles of natural justice and procedural fairness. No conflict of interest can exist between the investigator and the parties involved.
 - b. Municipalities must include the investigator's contact information on their publicly accessible website.
2. A complaint must be submitted to the investigator no later than 6 months from discoverability.
 - a. Any complaints brought forward during the municipal election period of nomination day until ordinary polling day will not be investigated until the election has concluded.
3. When a complaint is received by the investigator, the investigator shall notify the CAO/clerk of the fact that a complaint has been received.
4. Investigator will determine if there is validity to the complaint. If no validity, then complaint can be dismissed.
5. If the investigator finds that the complaint is valid, the investigator shall notify the member who is the subject of the complaint that a complaint has been made about them, and it is proceeding to an investigation.
6. The investigator will begin their investigation and notify Council/the Commission through a confidential email or in camera of the fact that a complaint is proceeding to the investigation phase.
7. The investigator shall protect the confidentiality of the complainant, the subject(s) of the complaint, and all persons involved in the investigation, to the greatest extent possible, while still applying the principles of natural justice and ensuring procedural fairness.
8. The investigator shall present a report to Council, no later than 6 months from the time the complaint is brought forward, on the investigation and include a

recommendation regarding the validity of the complaint and, if applicable, a recommendation regarding an appropriate sanction.

- a. If complaint is brought forward during the municipal election period of nomination day until ordinary polling day it will not be investigated until the election has concluded. Investigations already in progress at the time of nomination day will continue;
 - b. Council may grant the investigator an extension on when the report can be brought to council for extenuating circumstances, including a delay during a municipal election period;
 - c. Council is able to discuss the investigators report in camera; and
 - d. The member who had the complaint lodged against them will have the opportunity to review and respond to the information in the investigator's report, and make submissions to Council, prior to the Council's vote.
9. Council determines if a breach occurred and determines the sanction(s) to impose. If a councillor is the subject of the complaint or has made the complaint under the Code the councillor shall:
 - a. In the case of a closed meeting, leave the room in which the meeting is held
 - b. In the case of a public meeting, either leave the room or remain in the room in the part of the room for general public; and
 - c. Refrain from voting on any question relating to the matter
10. Any breach of the code determined by councils shall automatically retrigger the required Code of Conduct training.
11. The section under the Code of Conduct the complaint was lodged and the investigators recommendations are made public.
12. The decision or penalty of Council/Commission on a Code of Conduct matter is final and binding on all parties.

Proposed Recommendations from Code of Conduct Working Group

The Code of Conduct Working Group (COCWG) has developed their proposed recommendations for the code of conduct regulations for the Department of Municipal Affairs and Housing (DMAH) to review. The 25 recommendations below reflect the consensus opinion from the COCWG.

Application:

- There should be one code for all municipalities and villages.
- The code of conduct should operate together and as a supplement to other applicable laws, including the bylaws and policies with the municipality or village.
- The code of conduct should apply to elected officials at all times with respect to their behaviour regarding any action that negatively impacts the municipality or tarnishes its reputation.
- Nothing in the code of conduct is intended to silence elected officials from sharing or expressing dissenting opinions.
- The code of conduct should apply from the time elected officials are declared elected until their resignation, their disqualification, or their successor being sworn into office.

Content to include:

- The code will include 45 provisions under various headings (e.g. general conduct, confidential information, etc.) See Appendix A for detailed provisions.
- 13 possible sanctions that can be imposed on a member for breaching the code of conduct. See Appendix B for the sanctions.
- 7 considerations elected officials shall evaluate before they can impose a sanction. See Appendix B for detailed considerations.
- Failure to comply with a sanction imposed is considered a breach of the code itself and will go to council with the investigator's recommendation only.

Complaint and investigator process:

- Municipalities and villages will appoint an investigator and have their contact information readily available on their website. See Appendix C for detailed complaint and investigator process.
- Investigators should have experience in conducting investigations, and experience applying the principles of natural justice and procedural fairness.
- No conflict of interest can exist between the investigator and the parties involved.
- A complaint can be submitted no later than 6 months from discoverability.
- The CAO/Clerk shall be notified by the investigator that a complaint has been received and Council/Commission shall be notified if a complaint makes it to the investigation stage.

- The investigators report shall be brought to council/commission no later than 6 months from the time the complaint is received by the investigator. Extensions may be granted by council/commission for extenuating circumstances.
- Any complaints brought forward during the municipal election period between nomination day and ordinary polling day will not be investigated until the election has concluded.
- A member who has a complaint lodged against them will be able to review and respond to the information in the investigators report prior to council's vote.
- A member who has had a complaint lodged against them, or who has made the complaint, may not participate in the vote on whether there was a breach, and if applicable, may not participate in the decision regarding what sanction to impose.
- The Code of Conduct will state that a decision of a Council on a code of conduct matter is final and binding on all parties.
- At the conclusion of the investigation, require public disclosure of the section a complaint was lodged under, and the investigator's recommendation.

Training:

- Elected officials should be required to complete the training within 30 days of being sworn into office and failure to do so is considered a breach of the code itself and may go to council without an investigation.
- Any breach of the code determined by council shall result in additional code of conduct training for the person who committed the breach.
- Training to be developed and delivered in an online module format with quizzes and a minimum pass rate to ensure a minimum level of understanding.

Review:

- A review on the code of conduct shall begin 3 years post implementation to consider the effectiveness for municipal elected officials.
- Review the Municipal Elections Act (MEA) to see if there is potential to reduce the gap between the sanctions in the code of conduct and the Municipal Elections Act.



Municipality of the District of St. Mary's

INTERNAL AND EXTERNAL COMMITTEES OF COUNCIL 2024/2025

IN HOUSE COMMITTEES	2023-24	2024-25
Accessibility Advisory Committee	Deputy Warden Fuller	
Audit Committee	<i>Open to all Councillors</i>	
Fences and Arbitration Committee	Councillor Baker Alternate: Warden Wier	
Fire Services Advisory Committee	<i>Open to all Councillors</i>	
Joint Occupational Health & Safety Committee	Councillor Harpell Alternate: Councillor Malloy	
Source Water Protection Advisory Committee	Councillor Mailman Alternate: Councillor Harpell	
OUTSIDE BOARDS/AGENCIES	2023-24	2024-25
Eastern Counties Regional Library Board	Councillor Mailman Alternate: Councillor Harpell	
Eastern Region Solid Waste Management	Councillor Malloy Alternate: Warden Wier	
Guysborough Adult Learning Association	Deputy Warden Fuller Alternate: Councillor Baker	
Guysborough Community Health Board	Deputy Warden Fuller	
Tourism Guysborough County Association	Councillor Zinck Economic Dev. Officer	
Guysborough County Home Support Agency	Councillor Harpell Alternate: Councillor Malloy	
S.V. Old Fashioned Christmas Association	Warden Wier Councillor Zinck	
Port Bickerton & Area Planning Association	Councillor Harpell	
Sherbrooke Restoration Commission	Deputy Warden Fuller	

Approved by St. Mary's Municipal Council on this 3rd Day of March 2024.



Municipality of the District of St. Mary's - Current Schedule

INTERNAL AND EXTERNAL COMMITTEES OF COUNCIL 2024/2025

IN HOUSE COMMITTEES	Frequency	Day/Time
Regular Council	Monthly – Second Monday	Monday 6pm
Committee of the Whole	First & Third Wednesday per Month	Wednesday 6pm
Accessibility Advisory Committee	Quarterly	Daytime/1pm
Audit Committee	Quarterly	4pm
Fences and Arbitration Committee	As needed/minimal	TBD
Fire Services Advisory Committee	Bi-monthly	7pm
Joint Occupational Health & Safety Committee	Quarterly	Daytime/1pm
Source Water Protection Advisory Committee	As needed/minimal	Daytime/TBD
OUTSIDE BOARDS/AGENCIES	Frequency	Day/Time
Eastern Counties Regional Library Board	Monthly	7pm/Mulgrave
Eastern Region Solid Waste Management	Monthly/Last Thursday of each month	Thursday/10am/Guysborough
Guysborough Adult Learning Association	Monthly	10am/Guysborough
Guysborough Community Health Board	Monthly	7pm/Guysborough or online
Tourism Guysborough County Association	As needed/minimal	TBD/unknown
Guysborough County Home Support Agency	Monthly/4 th Thursday	5:30pm/Guysborough
S.V. Old Fashioned Christmas Association	Unknown status	Unknown status
Port Bickerton & Area Planning Association	Monthly	Evening/Port Bickerton
Sherbrooke Restoration Commission	Monthly	1pm/Sherbrooke
Community 1st Guysborough Co Housing Assoc.	Monthly	Late afternoon

Approved by St. Mary's Municipal Council on this 8th Day of April 2024.