



NOTICE

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

DATE: Wednesday, May 21st, 2025

TIME: 6:15pm (Immediately following the Council meeting)

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
Wednesday, May 21st, 2025 at 6:15pm

We acknowledge that we are gathering in Mi'kmaq 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 May 7th, 2025
6. Business Arising from Minutes
7. Correspondence:
 - a. Letter Received Regarding Mi'kmaq Burial Grounds
 - b. Letter Received Regarding Cell Tower – Indian Harbour Lake
 - c. Community First Guysborough Housing Association
8. **Presentation:** RCMP, D'Arcy Doucette – Quarterly Update
9. Other Matters of Business
 - a. Basic Income Guarantee Support Letter
 - b. Tourism Website Launch/Reveal – Verbal
 - c. Volunteer of the Year Nomination
 - d. IDEAA Applicants
 - e. General Government Grants
 - f. Road Names – Archibald Lake
 - g. Transfer Station Fees - Construction & Demolition
 - h. Recplex Compressors
 - i. Inflow and Infiltration Phase 3 Chemical Grouting

j. Selection of Code of Conduct Investigator

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, May 7th, 2025,

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:

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

- Please see the Agenda/Package for the correspondence.
- d. Department of Municipal Affairs – Reprofiting 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:

- 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.
- 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

95 COLLEGE ST. #202
ANTIGONISH, NS B29 1X6
28 MAY 2025

MUNICIPALITY OF THE DISTRICT OF ST. MARYS
8296 HWY. 7, PO BOX 296
SHEXBROOKE, NS B0T 3C0

TO THE MUNICIPAL COUNCIL

I RESPECTFULLY SUBMIT THIS
INFORMATION FOR YOUR CONSIDERATION:

SHEEP ISLAND, IN THE ST. MARYS RIVER
ON THE WEST SIDE OF THE LAKE KNOWN AS
THE NARROWS, IS A MIKMAQ BURIAL GROUND.
IT IS DOCUMENTED IN THE STFX UNIVERSITY ARCHIVES
IN A LETTER OF 1898 FROM CAPTAIN JOHN PROSTER,
AND IS PROTECTED UNDER NAGPRA LAW OF 1991
(NATIVE AMERICAN GRAVES PROTECTION AND
REPATRIATION ACT).

THIS AREA IS CURRENTLY UNDER REVIEW
TO REQUIRE INDIGENOUS CONSENT FOR ANY
DEVELOPMENT. THANK YOU FOR YOUR ATTENTION.

YOURS TRULY,
Emily C. Raney
EMILY C. RANEY

Re: Radio Antenna at Indian Harbour Lake Municipality of the District of St. Mary's - Application by Nova Scotia Provincial Government.

Dear Sir/Madam;

The Province of Nova Scotia is currently working to improve the quality of cellular service in Nova Scotia. The province is aiming to hit 99% coverage for basic voice call service where Nova Scotians live, work, learn, and travel on primary roads.

To achieve this, the Nova Scotia Provincial Government plans to erect a new tower structure.

This structure identified as **Indian Harbour Lake** is to be located on property owned by the Province of Nova Scotia off Marine Drive. PID is 37541547. The proposed height of the guyed structure is 76 meters. The site will include a 12' x 26' equipment shelter. The tower will be equipped with a locked anti-climb attachment and the tower area will be enclosed with a fenced and locked compound. The proposed tower site is located on approximate coordinates - Latitude N 45 07 48, Longitude W 61 52 07. The installation of the tower will respect the best engineering practices for structural adequacy and will be designed using current CSA-S37 standards. The Province of Nova Scotia is working with Transport Canada to identify aeronautical obstruction marking requirements. The Province of Nova Scotia will meet or exceed Transport Canada's aeronautical obstruction marking requirements

The Province of Nova Scotia will demonstrate the utmost care and respect for the environment and will abide by any requirements under the Impact Assessment Act 2019. All consideration has been given to requests for using an existing tower structure, but nothing of a suitable height and/or construction exists within a suitable distance.

The Land Use Authority (LUA) for the local area is the Municipality of the District of Guysborough. They have been consulted and have stated that there is no current defined process for public consultations in respect to antenna supporting structures. The province will be defaulting to the Innovation, Science and Economic Development Canada Default Public Consultation Process, as defined in CPC-2-0-03 Radiocommunication and Broadcasting Antenna Systems. Enclosed, you will find the Public Notification Package. This notification offers you an opportunity to voice concerns you may have regarding its construction.

The Province of Nova Scotia will entertain future requests for third parties to share space on the tower that is being proposed to reduce the need for future tower construction, and to potentially improve cell service in the area.

General information relating to antenna systems is defined in CPC-2-0-03, which is available on Industry Canada's website, at:

<http://www.ic.gc.ca/towers>

Attached, for your information, we have provided the following documentation:

1. Engineering Drawings and Description of an example structure endorsed by an engineer licensed to practice in Nova Scotia, (the "Authorized Engineer").
2. Attestation by a duly authorized representative of the Applicant that the structure shall protect the public in compliance with Health Canada's Safety Code 6, and that the structure and surrounding site complies with the Impact Assessment Act 2019 or is exempt from the Act under the Exclusion Regulations.
3. Map showing the site of the proposed tower.
4. A copy of an advertisement placed in local newspapers.
5. An Image of up-close picture of the tower.

If you have any questions or concerns, please notify me in writing no later than June 10th, 2025, at:

Uqba Manzoor
Build Nova Scotia
Strategic Infrastructure and Development Division
Public Safety and Field Communications Office
780 Windmill Road, 3rd Floor
Dartmouth, NS B3B 1T3

Tel: 1-902-943-3042

Email: uqba.manzoor@novascotia.ca

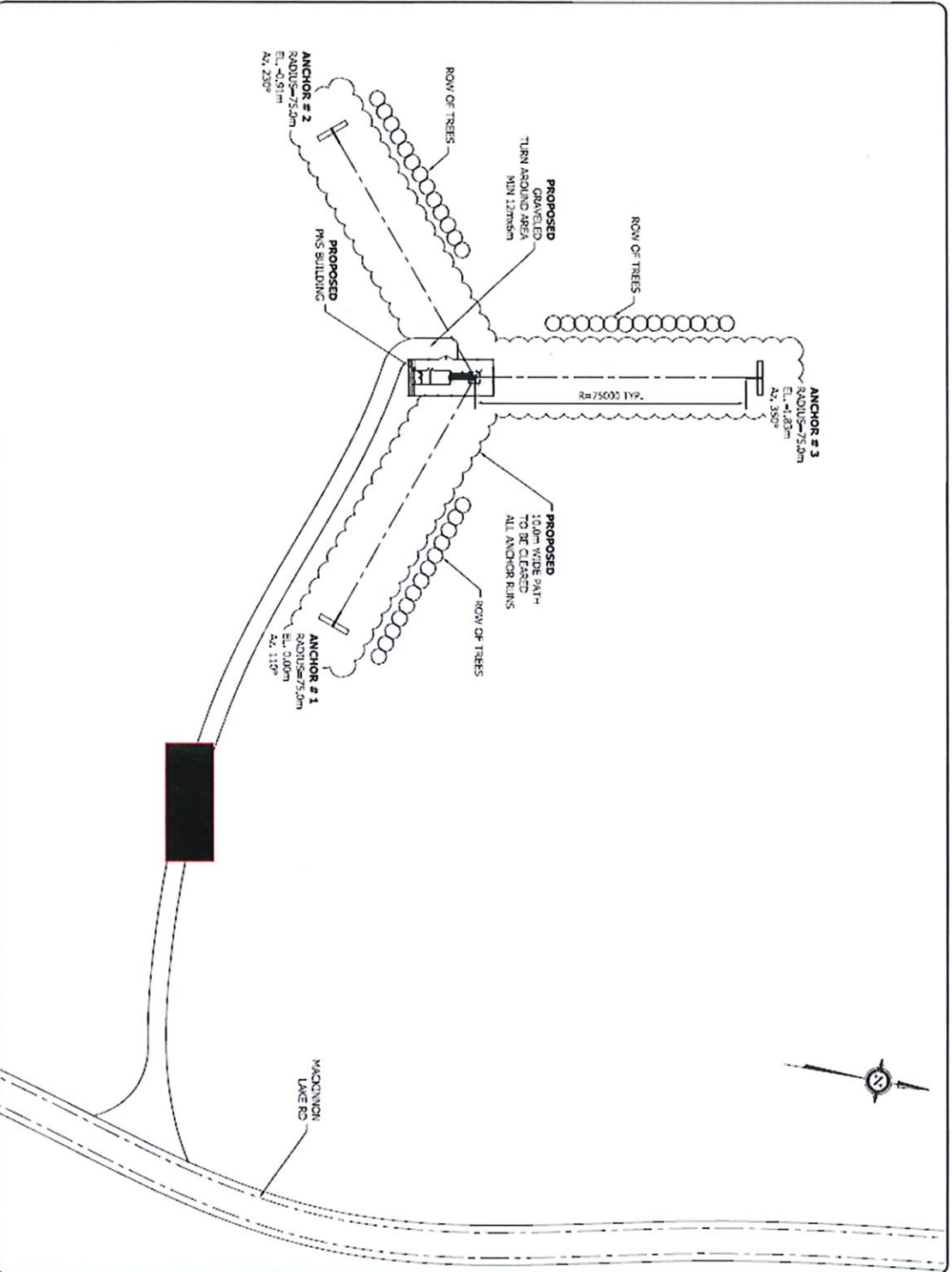
Yours sincerely,

Uqba Manzoor
Build Nova Scotia
Strategic Infrastructure and Development Division
PSFC Office
780 Windmill Rd. 3rd Floor
Darthmouth NS, B3B 1T3
Phone: 1-902-943-3042
Email: uqba.manzoor@novascotia.ca

Innovation, Science and Economic Development Canada

Nova Scotia District Office
50 Brown Avenue,
Dartmouth, NS B3B-1X8
Phone : 1-855-465-6307
Fax : 902-426-1000
Email : ic.spectrumnsd-spectredne.ic@canada.ca

Deborah Torrey
Development Officer
Municipality of the district of Guysborough
33 Pleasant Street
Guysborough, NS B0H 1N0
Phone: 902-533-3705, Ext 222
Email: dtorrey@modg.ca



NOVASCOTIA

NO.	DESCRIPTION	DATE	BY	CHK
1	NOVASCOTIA CONSULTANT	01	NOV	NOV
2	NOVASCOTIA CONSULTANT	01	NOV	NOV

AS-BUILT

NO.	DESCRIPTION	DATE	BY	CHK
1	NOVASCOTIA CONSULTANT	01	NOV	NOV
2	NOVASCOTIA CONSULTANT	01	NOV	NOV

NO.	DESCRIPTION	DATE	BY	CHK
1	NOVASCOTIA CONSULTANT	01	NOV	NOV
2	NOVASCOTIA CONSULTANT	01	NOV	NOV

2. Attestation by a duly authorized representative.

I, Uqba Manzoor, attest that the radio installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, and may be amended from time to time, for the protection of the general public, including any combined effects of nearby installations within the local radio environment.

Signature: Uqba Manzoor

Title: Project Coordinator

Company : Build Nova Scotia

Date : May 5th 2025

3. Map showing the site of the proposed tower.



Proposed Site Location

4. Copy of advertisement placed in local newspaper.

NOTICE

PROVINCE OF NOVA SCOTIA

CONSTRUCTION OF NEW CELLULAR COMMUNICATIONS TOWER RESIDENTS OF INDIAN HARBOUR LAKE, MUNICIPALITY OF THE DISTRICT OF ST MARY'S, NOVA SCOTIA

The Province of Nova Scotia is currently working to improve the quality of cellular service in Nova Scotia.

The province is aiming to hit 99% coverage for basic voice call service where Nova Scotians live, work, learn, and travel on primary roads. To achieve this the province has announced 31 new towers to be built across the province.

The Nova Scotia provincial government plans to erect this structure at the following location:

MARINE DRIVE, ST MARY'S N.S. PID 37541547

The Nova Scotia provincial government is proposing to construct a 76m guyed tower complete with a 12' x 26' equipment shelter. The tower will be equipped with a locked anti-climb attachment and the tower area will be enclosed with a fenced and locked compound. The proposed tower site is located on approximate coordinates Latitude N 45 07 48. Longitude W 61 52 07. The installation of the tower will respect good engineering practices including structural adequacy and will be designed using current CSA-S37 standards. The Province of Nova Scotia is working with Transport Canada to identify aeronautical obstruction marking requirements. We also have the utmost respect for the environment and will abide by any requirements under the Impact Assessment Act 2019. The Province of Nova Scotia will entertain future requests for third parties to share space on the tower that is being proposed to reduce the need for future tower construction and to potentially improve cell service in the area.

All questions or comments should be directed to the contact below and must be received no later than June 10, 2025, as per ISED regulations and municipal guidelines.

Uqba Manzoor

Build Nova Scotia

Strategic Infrastructure and Development Division

PSFC Office

780 Windmill Rd. 3rd Floor

Darhmouth NS, B3B 1T3

Phone: 1-902-943-3042

Email: uqba.manzoor@novascotia.ca

5. An Image of up-close picture of a similar tower.



Close-Up Picture of a Similar Tower.



GUYSBOROUGH DISTRICT RCMP

Enforcement & Involvement around St. Mary's

January 2025 – March 2025

What's New?

All Guysborough District RCMP are now wearing Body Worn Camera's



As part of the RCMP's modernization plan, the RCMP is rolling out body-worn cameras and a Digital Evidence Management System to RCMP officers across the country.

Objectives of wearing body worn cameras are as follows:

- Strengthening transparency, accountability and public trust;
 - Resolving public complaints quicker;
 - Improving interactions between the public and police;
 - Improving evidence gathering.
-
- The RCMP is committed to ensuring that Canadians feel protected by and have trust in the RCMP. Body-worn cameras can help increase trust between police and the communities they serve because the video evidence collected will provide an independent, unbiased, and objective way to capture interactions between the community and police officers.

ROAD SAFETY – Current Priority

- ❑ Check Stops, speeding enforcement, school zone safety and combating impaired driving.
- ❑ On February 12th RCMP stopped a vehicle on Highway 7 in Sherbrooke. The driver was charged with driving a motor vehicle while license suspended and issued warnings for driving a motor vehicle without motor vehicle insurance and failing to notify registrar of change in address. The accused is scheduled to appear in Antigonish Provincial Court on April 25, 2025.
- ❑ On February 19th, RCMP in Sherbrooke charged another driver for driving while suspended. The registered owner of the vehicle was given a formal warning for allowing an unlicensed driver to operate their motor vehicle.

BUILDING COMMUNITY RELATIONSHIPS / COMMUNITY POLICING – Current Priority

Cst. Thordarson went skating with the school, Cst. Fidler walked through during practices & games.

Cst. Thordarson attended the High Crest Nursing Home in Sherbrooke for their Valentine Brunch. He helped serve cupcakes to the residents at the event. And also at the Indian Harbour Lake Social



In preparation for the District Town Halls, stats from April 1, 2024 to April 1, 2025 were run with the following results:

St. Mary's Members responded to:

Total Calls - 614 (44%)

Number of Criminal Code charges – 75 (68%)

Number of traffic charges – 171 (69%)

Total traffic warnings – 113 (48%)

Total # of calls by all Members:

Total Calls: 1387

Criminal Code Charges: 110

Number of Traffic Charges: 248

Number of Traffic Warnings: 233

UPCOMING TOWN HALL MAY 22

We are choosing our priorities for the upcoming year. To be effective are asking for input from Council and community members on issues you can identify in your neighborhoods that need extra attention.

Join us May 22 at 6:30 PM
at Indian Harbour Lake Hall



QUESTIONS ?

Department of Community Development & Recreation

Volunteer of the Year Selection

SUMMARY

The Municipality issued a call for nominations for the Volunteer of the Year for St. Mary's. The deadline for submissions was May 14th, 2025.

BACKGROUND

Each year, the Municipality recognizes an outstanding individual as the Municipal Volunteer of the Year. This award honours a local volunteer who has made significant contributions through their dedication, leadership, and service to the community. The selected individual is invited to attend the Provincial Volunteer Awards Ceremony, which celebrates volunteers from across Nova Scotia.

In addition to the provincial recognition, the Municipality hosts a local celebration in the fall. This event is open to all volunteers who live in or serve the Municipality and provides an opportunity to express appreciation for the vital role volunteers play in strengthening the community.

NOMINEES

Nominee 1:

Volunteer Contributions: This individual sits on multiple boards, started Sherbrooke Pride, runs an annual food bank fundraiser, and helps make Fright Night a success every year. Beyond the big events, they are always ready to lend a hand whenever someone asks. They are a constant, positive force in the community, always stepping up and helping wherever they're needed.

Why This Volunteer is Exceptional: What makes this individual exceptional is their heart. They don't do this work for recognition — they do it because they genuinely care about people. They're a natural leader who makes sure everyone feels welcome and included. They are always working behind the scenes, keeping things running smoothly and making sure our community feels connected and supported.

Lasting Impact and Community Building: This individual has built things that will last, like Sherbrooke Pride, which continues to grow and bring people together. Their food bank fundraisers and community events keep traditions alive and support families in need. But most of all, it's the way they lead with kindness and encourage others to get involved that leaves a lasting mark. They have helped build a stronger, more welcoming community.

Nominee 2:

Volunteer Contributions: This individual does various things for committee members and the community, but the biggest thing they do is planning everything for the Ecum Secum Fire Department to raise money to ultimately build a new one as the current one needs too many extensive updates. They were one of the heads of turning the Ecum Secum Playground from a dream to a reality. They're

Staff Report



always planning committee events such as penny auctions, bingos, fun days, various kid events, dances and much more.

Why This Volunteer is Exceptional: This individual is truly exceptional because they balance so much in their life—lobster fishing, raising their children, and still finding the time and energy to give back to our rural community in meaningful ways. Their continuous efforts are bringing back “life” to our small rural communities and bringing residents closer together.

Lasting Impact and Community Building: This individual has made a lasting impact on our community and the broader municipality by stepping up as a true change maker and community builder. Their fundraising efforts led to the creation of a much-needed playground, giving local children a safe and fun place to play. They are also organizing various events to create an even bigger project (a new fire hall/community centre) in Ecum Secum, which again would create lots of opportunities for Ecum Secum and surrounding communities. These projects not only enhance the quality of life for residents but also strengthen the community’s connectedness. They are creating positive community changes for generations to come.

Nominee 3:

Volunteer Contributions: This individual was a volunteer with the area 4H Clubs for over 35 years, taking an active part in promoting husbandry skills in youth. They have also been a volunteer firefighter for over thirty years, serving as Chief for sixteen. They also serve on national boards involving responsible care and farming of livestock. They also serve on the board of the annual Antigonish Exhibition.

Why This Volunteer is Exceptional: This individual has never sought recognition for all that they have contributed to the community. In fact, they have always shied away from any limelight.

Lasting Impact and Community Building: There are many youths who have benefited from this individual’s guidance in the field of husbandry, as well as countless people who owe their property and lives to their service in the fire community.

Nominee 4:

Volunteer Contributions: This individual volunteers for many different organizations and events including the Old-Fashioned Christmas Committee for Sherbrooke Village, Sherbrooke Show and Shine, Motorcycle Rally that Gives, St. Mary’s Curling Club.

Why This Volunteer is Exceptional: This individual keeps everything organized for the St. Mary’s Curling Club, be it meeting with the Municipality, writing up newsletter submissions, taking money for registration (acting as treasurer for several years), organizing the Bonspiel every year and being the liaison with the Municipality.

Lasting Impact and Community Building: This individual has helped to create a welcoming recreational activity for many in our community. They have given a lot of hours to making sure our curling program runs smoothly.

Staff Report

CONSIDERATIONS

Impact: the nominee's contributions should have made a clear and positive impact on individuals, groups, or the community.

Commitment and Dedication: the length and consistency of the volunteer's involvement and have shown exceptional dedication, going above and beyond expectations.

Leadership: takes initiative, leads programs or events, or inspires others to get involved in volunteerism.

RECOMMENDATIONS

Council agrees to select _____ as the Municipal Volunteer of the Year.

Staff Report



Department of Community Development & Recreation

2025-26 Summer Day Camp Fee Subsidy Pilot Program

SUMMARY

During budget deliberations, Council directed staff to implement a \$10 daily fee for the Summer Day Camp Program and to develop a Fee Subsidy Policy as a pilot for a broader Recreation Fee Subsidy Policy planned for 2026–27. This future policy would include dedicated funding to avoid impacting program budgets. At the May 7th Committee of the Whole meeting, staff presented Summer Day Camp Fee Subsidy Pilot Program. Council directed staff to correct administrative errors, raise the upper income threshold to \$70,000 (with corresponding adjustments), and include flexibility for decisions based on individual family circumstances. Council is now asked to consider the proposed income thresholds and fee reduction percentages for the Pilot Program, which includes a discretionary provision for exceptional cases.

BACKGROUND

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. Staff recognized this as an opportunity to pilot a fee subsidy model, which could serve as a foundation for a broader Recreation Fee Subsidy Policy to be introduced in the 2026–27 fiscal year. This future policy would include a dedicated budget line item for subsidy funding, ensuring that program budgets are not negatively impacted. At the Committee of the Whole Meeting held on May 7th, 2025, Council directed staff to correct administrative errors, adjust the upper income threshold to \$70,000 and the corresponding thresholds accordingly, and include a provision that allows for decisions to be made based on individual family circumstances.

CONSIDERATIONS

That Council consider the proposed household income thresholds and corresponding percentage of fee reductions for inclusion in the Pilot Program. The income threshold table considers the number of people living in a household. In a single-parent household, there is typically one less adult compared to a two-parent household, which means the total number of household members is smaller. Since the threshold adjusts based on household size, single-parent households have lower income thresholds than larger households, reflecting the reduced number of people being supported. It is noted that the policy includes a provision allowing for staff discretion in exceptional circumstances, to ensure flexibility and responsiveness to unique individual or family needs.

RECOMMENDATIONS

Approve the Summer Day Camp Fee Subsidy Pilot Program with the fee reduction set at 75% percent and the income thresholds set at the values in the table below:

Household Size	Total Household Income After Tax
2	Less than \$48, 944

Staff Report



3	Less than \$57,086
4	Less than \$63, 952
5+	Less than \$70,000

Staff Report

Department of Community Development & Recreation

Selection of Committee Members for the Inclusion, Diversity, Equity, Anti-Hate & Accessibility (IDEAA) Advisory Committee

SUMMARY

Council adopted the Inclusion, Diversity, Equity, Anti-Hate & Accessibility (IDEAA) Advisory Committee Policy, a call for applications to become a member of the IDEAA Advisory Committee was issued and four applications were received.

BACKGROUND

At the Council meeting held on April 16th, Council adopted the Inclusion, Diversity, Equity, Anti-Hate & Accessibility (IDEAA) Advisory Committee Policy and repealed the Accessibility Advisory Committee Policy. The IDEAA Advisory Committee Policy will establish and govern the Inclusion, Diversity, Equity, Anti-Hate & Accessibility (IDEAA) Advisory Committee. The IDEAA Advisory Committee will provide meaningful and impactful advice to the Municipal Council related to the equity, diversity, inclusion, anti-hate and accessibility of policies, programs, and services provided by the Municipality and to address broad issues of equity, diversity, inclusion anti-hate and accessibility and to develop an Inclusion, Diversity, Equity, Anti-Hate and Accessibility Advisory Committee Plan. The Municipality issued a call for applications for committee members and the deadline for submissions was May 14th, 2025. Four submissions were received.

APPLICANTS

Applicant 1:

Relevant Experience, Community Involvement, Education, or Employment: I am a parent to 4, 2 of whom are neurodiverse. This has helped shape who I am as a person, our ability as a family to be involved in the community and the employment practices we have at work.

Reason for Interest in Serving on the Committee: To help foster a community where everyone feels valued, respected and represented.

Personal Contribution: Time, effort and passion.

Experience in Sharing and Respecting Diverse Views: I believe we are all better for hearing the views of others and for being heard. I believe that different viewpoints make for a more rich experience, especially when they are shared with respect and in a safe environment.

Representative of Persons with Disabilities: Yes, I have ADHD, 2 of my children have ADHD, and one also has learning disabilities.

Representative of people from an underrepresented or underserved community: No.

Staff Report



Applicant 2:

Relevant Experience, Community Involvement, Education, or Employment: Aside from living with a disability most of my life, I have been a wife, mother and a caregiver to an elderly parent. I have struggled many times with various issues and if I can contribute any of my experience to help make a change that sounds like a good opportunity.

Reason for Interest in Serving on the Committee: I think having an opportunity to bring about positive change in my community and surrounding area is a good thing.

Personal Contribution: Over 45 years living as a disabled person I believe I have a lot of insight into managing the daily trials met by persons with disabilities.

Experience in Sharing and Respecting Diverse Views: Working on a farm/ranch, running my own business, raising children, working with the public and caring for a parent with limited capacities has given me a lot of insight into dealing with people from all walks of life.

Representative of Persons with Disabilities: Yes, I have a prosthetic limb.

Representative of people from an underrepresented or underserved community: Yes, I was married to and raised 3 children from native ancestry.

Applicant 3:

Relevant Experience, Community Involvement, Education, or Employment: I have worked for over 20 years in community development, social justice, climate and environmental justice, poverty elimination, social equity and diversity and inclusion. I am also finishing my doctoral studies in Social Justice Education with University of Toronto and have been working with the Development Studies Program at St. Francis Xavier University since 2014.

Reason for Interest in Serving on the Committee: I'm interested in the topic, feel I have the necessary background, and am committed to building our community in these areas.

Personal Contribution: I believe I can contribute to this committee based on my education, experience, and perspective about the importance of anti-oppression, social justice, and social equity to community.

Experience in Sharing and Respecting Diverse Views: I have been working on community committees, networks, coalitions, research, and organizations for over 20 years, engaging with a diversity of perspectives, skills, abilities, and knowledge.

Representative of Persons with Disabilities: Yes, mental health.

Representative of people from an underrepresented or underserved community: Yes, I am a white settler, however, I am a single mother to biracial children of African descent. I am also a low- income earner, suffer from anxiety and depression, am a survivor of intimate partner violence, and work directly with racialized communities, people of diverse genders and sexual orientations, 2SLGBTQIA+ people, Indigenous peoples and people of various abilities.

Staff Report



Applicant 4:

Relevant Experience, Community Involvement, Education, or Employment: I have a varied experience from many different places, and with many different people. I am well-educated and have a well-rounded skill set and perspectives.

Reason for Interest in Serving on the Committee: I have served on the Accessibility Advisory Committee for the past 2 years and would love to continue.

Personal Contribution: I believe I can continue to contribute to helpful discussions and offer unique perspectives.

Experience in Sharing and Respecting Diverse Views: I kind of feel like that's just a fundamental part of life.

Representative of Persons with Disabilities: Yes, I have two autistic children, and one type 1 diabetic child. I also have varying mental health conditions, including ADHD, OCD, ASD.

Representative of people from an underrepresented or underserved community: No.

CONSIDERATIONS

As per the IDEAA Advisory Committee Policy the Committee Composition shall be as follows:

- 1.1. The Committee will have no more than five members.
- 1.2. The Committee shall be comprised of the following members:
 - 1.2.1. One (1) Municipal Councillor (voting member); and
 - 1.2.2. Up to four (4) members of the public (voting members); and
 - 1.2.3. The Director of Community Development & Recreation (ex-officio).
- 1.3. At least one half of the members of the *Equity, Diversity, Inclusion, Anti-Hate & Accessibility Advisory Committee* must be persons with disabilities or representatives from organizations representing persons with disabilities as per the *Accessibility Act*.
- 1.4. At least two members of the *Equity, Diversity, Inclusion, Anti-Hate & Accessibility Advisory Committee* shall be persons with lived experiences as a person from an underrepresented or underserved community such as people from different cultural or language backgrounds, people from racialized communities, people of diverse genders and sexual orientations, Indigenous people, LGBTQ2S+ people, or work directly with such community members. Individuals shall have strong community knowledge, a solid understanding of equity, diversity, inclusion, anti-hate and accessibility policies, and practices, as well as the knowledge to

Staff Report

understand and respond to discriminatory and racist actions and be comfortable having difficult conversations about such.

If at any point in time the above requirements are not met, the Committee can continue to operate providing the vacancy is actively being advertised.

RECOMMENDATIONS

Appoint Applicant 1, Applicant 2, Applicant 3 & Applicant 4 to the Inclusion, Diversity, Equity, Anti-Hate & Accessibility Advisory Committee.

2025-2026 GRANTS TO ORGANIZATIONS

Department of Finance

SUMMARY/BACKGROUND

Annually, as part of the Municipal Operating Budget deliberations, Council reviews applications submitted (due February 15th) for Grants to Organizations in accordance with the *General Government Grants Policy*. At that time Municipal Council agreed to amend the policy and eligibility requirements for the Grants to Organizations section and extend the deadline for applications to May 14th, 2025.

2025-2026 General Government Grants Budget;

1. District Grants – \$20,000 (5 municipal districts/\$4,000 per district)
2. Grants to Organizations (GTO) - \$22,000 (organizations TBD)
3. School Scholarships - \$3,000

GRANTS TO ORGANIZATIONS

The following organizations have submitted applications for grants to organizations. Applications must comply with the municipal *General Government Grant Policy*.

Organization	Amount Requested	Reason for Grant Request
Liscomb Vol Fire Dept	\$2,000	The LVFD is also involved with the Liscomb Ballfield for the community. Application is to install a roof on one of the dugouts and fix the outhouse at the ballfield and community park.
St. Mary's ATV Club	\$4,500	Continue work and maintenance of ATV trails that are maintained by the club in the municipality.
St. Mary's Horse & Farm Club	\$500	The St. Mary's Horse and Farm Club is fundraising to repair the trailer being used to transport horses to equestrian competitions throughout Nova Scotia. The trailer features four-bays and a space for athletes to store tack, supplies and spend time in between classes. The trailer requires new tires in order to be safe to use for show season this year. Without the repairs, local athletes will not be able to compete this season.
Total Requested	\$7,000	

Eligibility requirements for Grants to Organization:

- A demonstrated need must exist and shall be the deciding factor for approval. Need shall be defined as a situation where applicants do not have sufficient resources to carry out a particular activity, task or service to the community.
- Grants are meant to be of a specific nature and shall not be construed as being a regular or an annual occurrence.
- Any one group or project cannot exceed funding of more than 50% of the total funds allocated in the Grants to Organizations category.
- Funds are not to be used for any personal gain or commercial or private enterprise.

- Grants to Organizations focus on capital projects. Program costs are eligible as long as they are not ordinary operating costs of an organization.
- The Grants to Organizations category are awarded by motion of Council
- Organizations must be active with registry of joint stocks - or – provide evidence of incorporation under the Societies Act of Nova Scotia. Applicants must identify how long the applicant organization has existed, or if co-sponsored similar proof from the co-sponsoring organization is required.
- Organization must be located within the Municipality or serve/benefit residents of the Municipality.
- There is a minimum total project of \$1,000 for the applicant with the potential to receive up to 50% funding from the Municipality.

CONSIDERATIONS FOR GENERAL GOVERNMENT GRANTS

Municipal Council has set aside \$22,000 for the category of general government grants from the 2025-2026 operating budget. It is at Council's discretion to award grants and dollar amount under this category based on compliance with the approved policy.

It is also at Council's discretion to allocate remaining funds from the \$22,000. If funds remain Council could consider adding those remaining funds to their district grants for 2025-2026.

RECOMMENDATION

Recommend that municipal council awards grants to organizations to the following organizations _____(include organization name and dollar amount) from the 2025-2026 General Government Grants budget.

Furthermore;

Recommend that municipal council allocate any remaining funds within the 2025-2026 General Government Grants budget to councilors 2025-2026 district grants equally.

Road Names

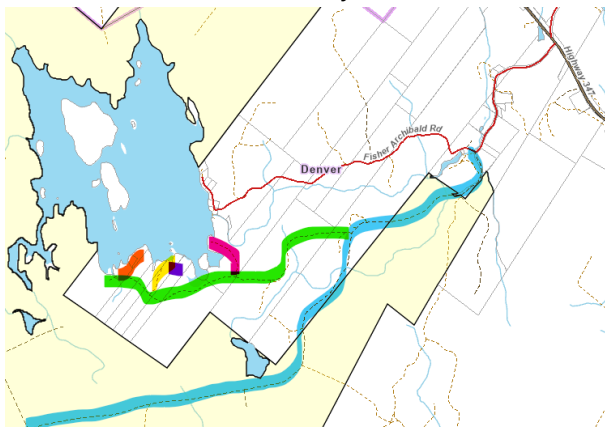
Archibald Lake

SUMMARY

The purpose of this report is to provide Council with the names suggested by the property owners for private road names in the Denver area, municipality's assign road names to provide a clear and consistent 9-1-1 response.

BACKGROUND

The Municipality of the District of St. Mary's assigns road names in collaboration with the residents affected by the road name change. These private roads have been given potential names from the property owners which are Howard Archibald Road, Archibald Mill Lake Road, Frank Archibald's Lane, Bob & Ethel Archibald Way, Gernan Lane, and Rayel Lane.



Blue: Howard Archibald Road
Green: Archibald Mill Lake Road (blocked by a gate)
Pink: Frank Archibald's Lane
Red: Rayel Lane
Yellow: Bob & Ethel Archibald Way
Purple: Gernan Lane

CONSIDERATIONS

Staff have obtained permission from all property owners and Crown land owners to make the changes requested and update the Nova Scotia Civic Address Finder (NSCAF) database.

RECOMMENDATIONS

That Municipal Council approve the proposed naming of Howard Archibald Road, Archibald Mill Lake Road, Frank Archibald's Lane, Bob & Ethel Archibald Way, Gernan Lane, and Rayel Lane as presented.

Residential Construction and Demolition

Fee Structure & Accepted Materials

SUMMARY

Municipal Council recognizes the need for a residential (non-commercial) construction and demolition (C&D) transfer service for property owners within the Municipality of the District of St. Mary's. This report overviews the new residential C&D transfer service, including fees and approved users.

BACKGROUND

In January 2024 the Municipality of St. Mary's ceased acceptance of Construction and Demolition (C&D) materials. Since that time the Municipality has closed the C&D disposal site and has gained approval from the Department of Environment and Climate Change to operate a residential C&D Transfer Facility. As part of developing a C&D residential service council provided direction to staff to propose a fee structure to assist with offsetting associated expenses.

CONSIDERATIONS/SERVICE DETAILS

1. Construction and Demolition service is provided for residential purposes only, for small to medium size projects and is not designed for the disposal of complete structures or commercial activities.
2. C&D materials being brought to the Municipal Transfer Station must originate from a source/property within the Municipality of the District of St. Mary's.
3. Accepted C&D material list;

Siding	Roofing Paper	Tiles
Windows	Underlay	Wallboard/Drywall/Gyprock
Doors	Porcelain (Tiles & Toilets)	Counter Tops
Asphalt shingles	Plaster	Tubs
Insulation	Ceiling Tiles	Light Fixtures
Wood including Coated and Treated	Ceramic Tile	Plastic Plumbing
Carpet	Plywood	Pressure Treated Wood
Flooring	Wiring	House Wrap (Tyvec)
Vapor Barrier	Plastic/Vinyl Building Materials	

4. The municipality defines residential service as; a private or domestic household, year-round and or seasonal non-commercial property located within the municipality of the District of St. Mary's.
5. Individuals delivering C&D materials to the Municipal Transfer Station must adhere and comply with the rules and regulations as set out by the Municipality and provide the following information when entering the facility:

Staff Report



- a. Drivers name
 - b. Property owners name, contact information and civic address
 - c. Demolition or building permit number if applicable. It is important to note a building/demolition permit is required for all types of construction including: new buildings and structures, additions to existing structures, non-structural repairs exceeding \$2,500, fences more than six feet high, decks and verandas, relocation of the existing building, and demolition of the existing structure.
6. Proposed fees:
- a. Full pick-up truck with C&D material \$35 per load. Minimum load fee if less than half full is \$20.
 - b. Attached utility trailer 8 feet long or less \$35 per load. Minimum load fee if less than half full is \$20.
 - c. Attached utility trailer 8.1-16 feet long \$70 per load. Minimum load fee if less than half full is \$35.
 - d. No attached dump bodies will be accepted.
 - e. Load volumes are at the discretion of the Transfer Station attendant.
7. Fee structure and overall service will be reviewed by Municipal staff periodically, if adjustments to the service and/or fees are required a report will be presented to municipal council.
8. The proposed start date for this new service is Monday, June 16th, 2025.
9. Formal communication regarding this service and fees will be mailed out to municipal residents and posted electronically on municipal social media streams.

STAFF DIRECTION

Staff are requesting council's direction to start the residential construction and demolition debris transfer service on June 16th, 2025 with the fee structure as listed in the chart below;

Vehicle	Fee
Pick up Truck	\$35
Pick up Truck Half Load or less	\$20
Utility Trailer 8 feet or less	\$35
Utility Trailer 8 feet or less; half load	\$20
Utility Trailer 8.1-16 feet	\$70
Utility Trailer 8.1-16 feet; half load	\$35
<i>Any combination of the above may be applicable</i>	

Recplex Ice Plant Compressor Rebuilds

Capital Project

SUMMARY

It has been identified by Public Works during regularly scheduled maintenance that the compressors within the ice plant at the St. Mary's Recplex need to be rebuilt.

BACKGROUND

It is recommended that the compressors are rebuilt every 8,000-10,000 hours. The compressors at the St. Mary's Recplex run an average of 2,000 hours per year and are due to be rebuilt prior to the 2025-2026 Recplex season. Without proper attention to the equipment, it increases the likelihood of malfunction or catastrophic failure.

CONSIDERATIONS

Public Works have received a quote for the rebuilding of both compressors at the St. Mary's Recplex from Cimco who holds the maintenance contract for the St. Mary's Recplex. The quoted price for the rebuilds of the compressors for a total of \$32,410.52 plus HST which includes all labour and materials.

This project is part of the 2025-2026 Capital Budget and will be funded through the municipal capital reserve and secured grant funding. At the current quote the project is within budget.

RECOMMENDATIONS

Recommend that Municipal Council approve CIMCO Refrigeration to provide all materials and labour to rebuild the two compressors at the St. Mary's Recplex as outlined in the quote provided at a cost of \$32,410.52 plus HST funded through municipal capital reserve and secured grant funding.

Inflow & Infiltration Phase 3 Chemical Grouting of Manholes

Capital Project

SUMMARY

It was identified by Public Works staff along with CBCL in the Inflow and Infiltration study conducted in 2021 that the Sherbrooke Sewer Plant had points of ground water entering the collection system.

BACKGROUND

The results of the study which was published to the Municipality of St. Mary's in April 2021, discovered many entry points of ground water into the sewer collection system. Through vast testing and video inspection, CBCL and Public Works staff have been able to compose a list of areas needed for repair. This has been set out by CBCL in four phases. In phase three, Public Works will be focusing on the repairs of the Sonora Road, Highway 7 and Court Street branches. Public Works are requesting the funding to have chemical grouting of the leaking manholes in these branches completed to stop the influx of ground water during rain events and high ground saturation periods. Public Works has recently published a tender for the Chemical Grouting of these manhole structures. This tender closed on May 9th, 2025.

CONSIDERATIONS

Public Works have received two bids from the Inflow and Infiltration Phase 3- Chemical Grouting tender. After reviewing all the bids received, staff are recommending the company GFL Environmental in the amount of \$32,320.75 plus HST.

This project is part of the 2025-2026 Capital Budget and will be funded through a combination of approved provincial (Municipal Capital Growth Fund) and federal grants (Canada Community Building Fund). At the current quote the project is within budget.

RECOMMENDATIONS

Recommend that Municipal Council approve GFL Environmental to provide equipment and install chemical grouting to 8 municipal sewer manholes as outlined in the quote provided at cost of \$32,320.75 plus HST funded through the capital grants.

Code of Conduct: Investigation Service Provider

Award of Provider

SUMMARY

Per the Municipality Council Code of Conduct Policy section 19, the Municipality shall appoint an appropriate person or entity to receive and investigate complaints.

BACKGROUND

The Association of Municipal Administrators for Nova Scotia (AMANS) has completed a procurement and evaluation of possible service providers with a goal of identifying firms fully capable of meeting municipal needs in Nova Scotia. The AMANS procurement process yielded 10 qualified providers. Municipal staff have reviewed these and now have a recommendation for the provider for St Mary's.

AMANS is doing further work to create and provide a service agreement to support municipalities.

CONSIDERATIONS

St. Mary's Municipal staff have examined the bids and looked at overall costs, retainer fees, terms, experience of the firms and have concluded that the firm recommended for selection is Burchell Wickwire Bryson LLP.

Benefits of this firm:

1. Strong experience in serving Nova Scotia and supporting municipalities: They offer services as a municipal lawyer as general counsel.
2. Named lawyers have very strong backgrounds and reputations in Nova Scotia and are known for work in support to municipal government. Eg presentation at AMANS conferences.
3. Based in Halifax.
4. No annual or retention fees: All costs quoted are for applicable work and billed at a per case/as needed basis.
5. Investigation and Report Writing Fees: \$200 to \$395 per hour plus HST.
6. A variety of lawyers will be available at their firm, plus support staff.

Other Considerations:

1. Associated costs will be tracked within the municipal legal expense account and updates will be provided to council as necessary.
2. No conflict of interest with the municipality's current legal services.

Staff Report



RECOMMENDATIONS

Recommend that municipal council award the Council Code of Conduct Policy Investigator work to Burchell Wickwire Bryson LLP subject to the terms of their quote provided.