



NOTICE

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

DATE: Wednesday, October 1st, 2025

TIME: 5:00pm

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, October 1st, 2025

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 the Committee of the Whole held Wednesday, September 17th, 2025
6. Business Arising from Minutes
7. Correspondence:
 - a. Nova Scotia Federation of Municipalities – AGM & Proposed By-law Changes
8. Other Matters of Business
 - a. Staff Report – Sewer Utility Inflow & Infiltration Manhole Covers - Capital Project
 - b. Staff Report – Growth and Renewal for Infrastructure Development Program – New Application
9. In-Camera – Legal

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, September 17th, 2025

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

1. Meeting, Date & Time:

Deputy Warden Malloy called the COTW Meeting of the St. Mary's Municipal Council to order on Wednesday, September 17th, 2025, at 7:39pm. in the Council Chambers, Sherbrooke, N.S.

2. Attending:

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

Absent with Regrets:

Warden James Fuller

Also Attending:

Marian Fraser, Director of Finance/Acting CAO
Lesley McFarlene, Incoming CAO – *Virtual Attendance*
Jadzia Rudolph, Municipal Clerk
Teddy Stevens, Director of Public Works
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 Councillor Beaver and seconded by Councillor O'Connell, Council approved the agenda as presented.

Motion approved.

5. Approval of Minutes:

On the motion of Councillor Beaver and seconded by Councillor O'Connell, Council approved the minutes of the COTW Meeting held September 3rd, 2025.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. Royal Canadian Mounted Police (RCMP) – 2024 Annual Review
 - Please see the agenda/package for the correspondence.
- b. Eastern Counties Regional Library (ECRL) – 2025-2026 Strategic Operational Plan
 - Please see the agenda/package for the correspondence.

8. Other Matters of Business:

- a. Strait Engineering Water & Wastewater Feasibility Report
 - Please see the agenda/package for the report.
 - The feasibility study has been completed by Strait Engineering Ltd. to assess the impact of the proposed Old Road Hill neighborhood expansion and other potential private developments on the municipal water and wastewater infrastructure.
- b. Staff Report - Priority Improvements from Water & Wastewater Study
 - Please see the agenda/package for the report.
 - The priority improvements recommended by Strait Engineering Ltd. for the water utility are; purchasing leak detecting equipment, construct a water tower to help feed the water utility, ensuring all connections are monitored, and replace the filter #1 backwash piping.
 - Priority improvements for the waste water (sewer) utility identified were; purchasing time lapse meters for pump stations, pump station #4 would require a complete upgrade, pump station #2 would require a complete upgrade, continue inflow and infiltration improvements, continue monitoring for non-approved connections discharging to the waste water utility, and upgrades to the sanitary plant with V-notch weir replacements, secure grating, support beams on the EQ tank, and general building repairs.
 - Public Works staff are currently researching grant opportunities that will help aid financially to complete the priority improvements.

On recommendation of Councillor O'Connell seconded by Councillor Beaver, Council approve the quote from Cameron Instruments Inc. for the purchase of the Sewerin Aquaphon A200 Pro Canada Kit at a cost of \$13,513.48 plus HST funded through the Housing Accelerator Fund budget.

Recommendation adopted.

- c. Staff Report – Sewer Utility Cross Support – Capital Project
 - Please see the agenda/package for the report.
 - During recent inspections, staff have identified that the cross supports in the equalization (EQ) tanks have deteriorated and require replacing. The EQ tank is the first step to receive waste water at the plant, if this were to fail there would be no flow through the wastewater treatment facility.

On recommendation of Councillor Beaver seconded by Deputy Warden Malloy, Council approve Divcon Diversified Construction to complete the replacement of cross supports of the equalization tank at the Sewer Treatment Plant as specified in their quote at a cost of \$48,880 plus HST funded through the capital grants.

Recommendation adopted.

Adjournment

On motion of Deputy Warden Malloy, there being no further matters of business, Council adjourned at 7:54pm.

Motion approved.

Recorded By
Jadzia Rudolph, Municipal Clerk

Approved By
Warden Fuller

From: [NSFM Communications](#)
Subject: UPDATE: Annual General Meeting & Proposed By-law Changes
Date: Monday, September 22, 2025 9:00:44 AM
Attachments: [image001.png](#)
[Questions & Answers Re Prospective By-law Changes.pdf](#)
[2024 NSFM By-Laws Amended.pdf](#)
[By-Law Changes Document - November 6 2025.pdf](#)

Good Morning,

A reminder about the upcoming Annual General Meeting. As well, please find below the registration details for **two** upcoming Information Sessions.

Annual General Meeting

November 6, 2025 @ 1:30 pm
Commonwealth Board Room
The Westin Nova Scotian Hotel
1181 Hollis Street, Halifax, Nova Scotia

Information for Review

Enclosed please find **Questions & Answers Re Prospective By-law Changes**. This is a document aimed at answering some questions you might have around the possible changes.

Online Information Sessions

NSFM will be hosting two online **Information Sessions** on to review the prospective by-law changes with the membership.

Information Session #1: Monday September 29 @ 4:00 pm

[Information Session #1 Register here](#)

Information Session #2: Thursday October 23 @ 6:00 pm

[Information Session #2 Register here](#)

After registering, you will receive a confirmation email containing information about joining the meeting.

Questions?

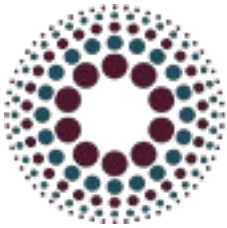
- Please contact imorrison@nsfm.ca or any member of the [NSFM Executive or your Regional Representative on the Board](#).

NOVA SCOTIA FEDERATION OF MUNICIPALITIES

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**NOVA SCOTIA FEDERATION
OF MUNICIPALITIES**

NSFM is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaw. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities who have been here for over 400 years.

By-law Changes Document For Annual General Meeting November 6, 2025

Motion #1: Amending definition of Member's Meeting in Definitions

Be it resolved that NSFM amend the definition of "Members' Meeting" of its by-laws as follows:

"Members' Meeting" refers to any meeting of all the members of the Federation, including but not limited to, ~~the Annual Conferences,~~ Annual General Meetings, and Special Meetings.

Motion

Seconded

Motion #2: Deletion of three definitions in Definitions

Be it resolved that NSFM delete the following definitions of its by-laws: "Regional Municipality", "Rural Municipality", and "Town":

~~"Regional Municipality" means a regional municipality established by, or continued pursuant to, the Municipal Government Act;~~

~~"Rural Municipality" means a county or district municipality;~~

~~"Town" means an incorporated town;~~

Motion

Seconded

Motion #3: Deletion of 3.6 (c) in Right of Members

Be it resolved that NSFM delete Section 3.6 (c) of its by-laws as follows and renumber accordingly:

~~may send municipal staff to Members' Meetings as advisors to Elected Municipal Officials. Staff advisors shall not have voting rights but shall be entitled to speak at such meetings;~~

Motion

Seconded

Motion #4: Amendment to 3.7 (a) in Elected Municipal Officials

Be it resolved that NSFM amend 3.7 (a) iii. of its by-laws as follows:

shall be eligible for election ~~appointment~~ to the Board in accordance with these by-laws and the Federation's "Elections Policy" .

Motion

Seconded

Motion #5: Amendment to 5.2 (a) in Composition

Be it resolved that NSFM amend 5.2 (a) of its by-laws as follows:

The Board of Directors consists of ~~sixteen~~ seventeen (16~~7~~) members:

- i. the President,
- ii. the Vice President,
- iii. the Past President,
- iv. two (2) Regional Representatives from the Cape Breton-Strait Electoral Region,
- v. two (2) Regional Representatives from the Cumberland-Colchester-Pictou-East Hants Electoral Region,
- vi. two (2) Regional Representatives from the Valley Electoral Region,
- vii. two (2) Regional Representatives from the Southwestern Electoral Region,
- viii. two (2) Regional Representatives from the Southern Shore Electoral Region,
- ix. two (2) Regional Representatives from Halifax Regional Municipality,
- x. one (1) Regional Representative from Cape Breton Regional Municipality,
- ~~xi. a representative appointed by the Association of Municipal Administrators.~~

Motion

Seconded

Motion #6: Amendment to 5.2 (d) in Composition

Be it resolved that NSFM delete 5.2 (d) of its by-laws as follows:

~~The representative appointed by the Association of Municipal Administrators shall be an employee of a Member Unit.~~

Motion

Seconded

Motion #7: Amendment to 5.5 (c) in Executive Committee

Be it resolved that NSFM amend 5.5 (c) of its by-laws as follows:

When appointing the two Regional Representatives, the Board shall give preference to interested Board members who are from Electoral Regions~~Executive Committee members appointed by the Board shall be from Electoral Regions~~ other than:

- i. The Electoral Regions represented by Officers of the Federation; and
- ii. Each other.

Motion

Seconded

Motion #8: Amendment to 5.7 (a) in Removal of a Board Member

Be it resolved that NSFM amend 5.7 (a) of its by-laws as follows:

A Board member, who without excuse satisfactory to the President Board, is absent from three (3) consecutive meetings of the Board, is deemed to have resigned from the Board.

Motion

Seconded

Motion #9: Amendment to 5.8 (a) in Code of Conduct & Conflict of Interest

Be it resolved that NSFM amend 5.8 (a) of its by-laws as follows:

The Board of Directors NSFM Code of Conduct adopted by the Board applies to all Directors, Officers and members of Committees of the Federation.

Motion

Seconded

Motion #10: Amendment to 5.8 (b) in Code of Conduct & Conflict of Interest

Be it resolved that NSFM amend 5.8 (b) of its by-laws as follows:

All Board members shall sign the Board of Directors NSFM “Code of Conduct Policy” in order to assume responsibilities as a Board Member.

Motion

Seconded

Motion #11: Amendment to 5.10 (c) in Vacancies

Be it resolved that NSFM amend 5.10 (c) of its by-laws as follows:

In the event that a Board member’s position becomes vacant or is left vacant following a regular Board election ~~by reason of 5(10) (a) or if any other Board member resigns or becomes ineligible to serve~~, the vacancy is to be filled by a replacement elected from that member’s Electoral Region. If the vacancy is not filled within sixty (60) days, the Board must make a reasonable effort to appoint an eligible replacement. Service as a replacement is not considered a term for purposes of calculating term limits.

Motion

Seconded

Motion #12: Amendment to 6.1 (b) in Board of Directors

Be it resolved that NSFM amend 6.1 (b) of its by-laws as follows:

Immediately following the election of the Board Annual General Meeting, the Board must meet in order to set the dates for its future meetings, make any necessary appointments and conduct any matters that must be considered by the Board.

Motion

Seconded

Motion #13: Amendment to 6.2 (c) in Annual Conference

Be it resolved that NSFM delete 6.1 (c) vi. of its by-laws as follows and renumber accordingly:

~~Declare the new Board members, who shall assume office immediately upon the adjournment of the Annual Meeting; and~~

Motion

Seconded

Motion #14: Amendment to 6.4 (e) in Quorum

Be it resolved that NSFM amend 6.4 (e) of its by-laws as follows:

Executive Committee: A quorum of the Executive Committee is ~~four (4)~~ three (3) Executive members.

Motion

Seconded

Motion #15: Amendment to 6.4 (h) in Quorum

Be it resolved that NSFM amend 6.4 (h) of its by-laws as follows:

Committees: The quorum of such Committees shall be a majority of the Committee members serving, from time to time. ~~A quorum for a Committee is half the appointed membership of the Committee.~~

Motion

Seconded

Motion #16: Amendment to 7 (h) in Committees

Be it resolved that NSFM delete 7 (h) of its by-laws as follows and renumber accordingly:

~~The quorum of such Committees shall be a majority of the Committee members serving, from time to time.~~

Motion

Seconded

Prospective NSFM By-law Changes

The NSFM membership will consider a series of changes to the organization's By-laws at the Annual General Meeting (AGM), planned for November 6. Please find below a summary of the key changes NSFM seeks to address. For a full list of all proposed changes, please refer to "By-Law Changes Document - November 6 2025".

Also attached to this document, NSFM has prepared a list of questions and answers that you may have around the various proposed changes. The changes are intended to clarify the By-laws, reflect the realities of today, and better position the organization for success. We look forward to engaging you in upcoming Information Sessions on these prospective revisions.

Problem:

NSFM's current structure was adopted at a time when the organization was smaller, less well resourced, and less complex. NSFM has grown significantly, expanding in scope and size, and we are tasked with a much greater number of issues that are increasingly larger in scope. This has created a need for greater clarity of roles between NSFM and AMANS, enhanced accountability for NSFM, and, therefore, increased scrutiny for the organization. This scrutiny could come from our auditors or regulatory agencies.

The current structure does not provide the necessary flexibility and autonomy to address issues that have arisen from our growth. While NSFM and AMANS complement and support one another, both are **separate and distinct organizations**. With the challenges and realities of today, our entangled structure is problematic.

Analysis:

NSFM is an organization that frequently needs to make political decisions in a political environment in order to best represent our members. Discussions are often political in nature, particularly as they relate to policy. Administrators are non-political in scope and deal with administrative matters outside of NSFM's purview. Further, NSFM is a non-profit organization, draws its authority from its own legislation, is not governed by the *Municipal Government Act*, and does not function like a municipal council. Under the Provincial legislation, NSFM "represents the interests of local governments in the Province" and acts "as the advocate for member units on all such matters as are properly within the jurisdiction of the government of the Province".

The Board has concluded that as two separate organizations, NSFM and AMANS should function separately and collaborate on areas of mutual concern. NSFM recognizes the value and the important role of administrative staff in providing advice and informing elected officials. However, elected municipal officials need the ability to meet periodically to discuss issues that are political in nature and specific to NSFM and its voting members, which are the elected.

Solution:

The position of the Board is that advice from administrators is best obtained through one of two proposals NSFAM offered to AMANS for consideration, at a joint meeting of the two Executives held on May 2:

- A regular cycle of meetings between the NSFAM/AMANS Executive to be held 3-4 times per year, which is a cycle as frequent as regular NSFAM Board Meetings, or
- A presentation/discussion from AMANS as a standing item on the agenda of regular NSFAM Board Meetings

What has been proposed will allow for more fulsome discussions that account for the broad perspectives and viewpoints from the administrative branch of our sector.

Questions & Answers on NSFAM By-laws

- **Who are the members?**

NSFAM draws its authority from legislation. The member unit is the municipality. Elected officials are the leaders from those municipalities and are the voting members of NSFAM. Direction is set by the Board and informed by the elected officials from our membership.

- **What is the process for reviewing the NSFAM By-laws?**

NSFAM reviews its by-laws on an annual basis to determine if any changes are needed. With ongoing growth and development, the NSFAM Board and staff also continuously evaluate its governance structure. The ongoing review of by-laws was a commitment made to the membership in 2023. This process is part of the organization's preparation for the AGM. The Board approves, by motion, any proposed changes they would like to present to the membership for approval.

- **What is the by-law ratification process?**

Article #10 of the By-laws outlines the process for a by-law change. By-laws may be changed at the AGM or at a Special Meeting in which two-thirds of the votes cast must approve the resolution. A minimum notice period of 28 days is required and there is a minimum quorum requirement.

- **Why is NSFAM proposing a change to Board structure?**

Motion #5 of the proposed amendments would change the composition of the Board of Directors by removing the representative of the Association of Municipal Administrators Nova Scotia (AMANS) and reducing the size of the Board from 17 to 16. The reasons the Board is proposing this are:

- NSFAM and AMANS are separate and distinct organizations and the structure of sitting on each others' boards no longer makes sense, given their unique roles
- The NSFAM Board believes there are better avenues and more effective ways to communicate and strengthen our relationship with AMANS
- There are times that the NSFAM Board needs to discuss matters which are politically sensitive or pertain specifically to NSFAM as an organization

- NSFM is a political entity and AMANS, as a representative organization of their non-elected members, is not political in scope
- The Board does not feel the current structure provides adequate opportunities for fulsome discussions in areas of mutual interest when non-elected officials are present

The Executives of both organizations have discussed this and are committed to work on a path forward for collaboration, communication, and cooperation.

NSFM has made **two** specific alternative proposals to AMANS for consideration.

- **What specific proposals has NSFM made to enable communication between NSFM and AMANS in place of the AMANS Board Representative?**

The two specific proposals NSFM offered to AMANS at a joint meeting of the two Executives held on May 2 are:

- A regular cycle of meetings between the NSFM/AMANS Executive to be held 3-4 times per year, which is a cycle as frequent as regular NSFM Board Meetings, or
- A presentation/discussion from AMANS as a standing item on the agenda of regular NSFM Board Meetings

- **How does AMANS feel about the proposed change to Board structure?**

AMANS has advised that they prefer the status quo but is prepared to accept and work with the outcome of the by-law review process, as shared by AMANS in a letter to CAO's on August 19.

- **Why is NSFM proposing a change to the right of a member unit to send staff to Members' Meetings?**

Motion #3 would remove the right of a member unit to send municipal staff to Members' Meetings. Instead, the Board would determine anyone who would be invited to attend such a meeting, beyond the elected municipal officials who have a right to attend and vote in Members' Meetings. The reasons the Board is proposing this are:

- To allow the voting members to discuss matters which are politically sensitive or matters which pertain to the organization itself; matters which the voting members need to discuss and sort out among themselves
- Currently there is no avenue for elected leaders to meet as a group without staff present
- This would allow for the Board to hold a meeting only for elected leaders (who are the voting members)
- Recognizing the value that Chief Administrative Officers and municipal staff offer to discussions, and the support they provide to their elected leaders, this discretion is not likely to be used often, but would rest with the Board to determine
- It is common in a not-for-profit organization to allow for meetings in which only voting members can attend

Just like AMANS has meetings exclusively for CAOs, the Board feels it is important to provide the same discretion to elected officials.

- **What is a Members' Meeting?**

Members' Meetings have a very specific definition and procedure outlined in the NSFM By-laws in Article #6. These provisions include a required notice to members, an official agenda, and rules of order. Members' Meetings have a required minimum quorum because it is at Members' Meetings that business can be conducted with official motions by the voting members. Only elected municipal leaders are eligible to vote.

- **What recent meetings have been Members' Meetings?**

Members' Meetings, other than the AGM, which is held annually at the fall conference, are fairly rare. The most recent one was held in January 2023 to discuss by-law changes.

A Members' Meeting should not be confused with **information meetings** that NSFM holds from time to time. These meetings occur fairly regularly and are intended to update mayors, wardens, councillors, and CAOs on current and/or emerging issues, to provide education or information on a specific matter, or to seek collaboration or feedback. These meetings would include the series of meetings held around Service Exchange in mid-2023, the recent meeting on policing, and presentations from representatives of the province. At these meetings, no business is conducted, and no decisions are made. **These meetings are not affected by the proposed by-law change.**

- **Who will determine who can attend a Members' Meeting?**

Elected municipal officials have a right to attend Members' Meetings. Similar to information meetings, the Board would make the decision on who else is eligible to attend these meetings.

- **How will it be known if staff can attend a Members' Meeting?**

This would be known and advertised in advance. Special Meetings of the members require a minimum notice period of at least seven (7) days and the nature of the business being discussed must be communicated with the meeting notice. The AGM requires a minimum notice period of at least thirty-one (31) days.

- **Does NSFM value the role of CAOs?**

Yes! CAOs have an important role to play in our municipalities, as defined by the *Municipal Government Act*. We believe CAOs are essential to the wellbeing of our communities and provide the technical expertise that enables elected leaders to make decisions and succeed in their mandates. NSFM, like elected officials, often seeks the input of CAOs and municipal staff to inform and guide our recommendations to the Board. The NSFM Board then puts a political lens on these matters when representing and advocating for members with other orders of government.

- **How does NSFM currently collaborate with AMANS?**

Currently the staff at the two organizations collaborate on a variety of activities. We engage heavily with AMANS on areas of policy, educational opportunities, joint committees, and communication. NSFM leadership frequently interacts with AMANS leadership when assessing how to best respond to issues and challenges to ensure we are fully informed.

Sewer Inflow and Infiltration Phase 3 – Capital Project

Manhole Cover Replacement

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 may 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 of 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 watertight manhole covers installed on 16 manholes to stop the influx of ground water during rain events.

Phase 3 has multiple components, and this report is the third staff report related to the Phase 3 - I&I capital project, staff report number one was presented and approved at the COTW meeting on May 21st, 2025 and the second was presented at the COTW on June 18th, 2025.

CONSIDERATIONS

Public Works suggest purchasing the 16 manhole covers from IMP Castings for a cost of \$545 plus HST per manhole cover for an included price of \$8,720 plus HST and delivery.

Public Works are still working on receiving quotes for the installation of the manhole covers, along with traffic control.

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

RECOMMENDATIONS

Recommend that Municipal Council approve the quoted price from IMP Castings to purchase the 16 manhole covers for the phase 3 of the Inflow and Infiltration repairs for the total price of \$8,720 plus HST and delivery funded through the Growth and Renewal for Infrastructure Development Program and the Canada Community Building Fund.

Growth and Renewal for Infrastructure Development Program (GRID) – Grant Application 2026-2027

SUMMARY

Municipal staff have reviewed the Growth and Renewal for Infrastructure Development Program (GRID) Grant released by the department of Municipal Affairs and Housing (DMAH) and are exploring the opportunities to apply for funding to assist with Municipal capital infrastructure projects.

BACKGROUND

DMAH have recently announced a call for applications under the Growth and Renewal for Infrastructure Development Program (GRID). GRID supports investment in priority municipal infrastructure projects that address critical capacity issues, build more accessible and adaptable communities and enable the preservation and expansion of services to support housing. GRID is an application-based program, which supports provincial priorities and provides municipalities with increased flexibility in leveraging funding.

The program may provide funding for 50% of eligible project costs, though the actual cost-sharing percentage could vary based on project specifics or budget availability. Applicants must demonstrate their ability to cover the remaining project costs through municipal and/or other funding sources. Funding from GRID can be leveraged by municipalities as their portion of any cost-shared infrastructure program, provided that the other programs do not prohibit this. Funding priority will be given to shovel-ready projects that help communities address critical capacity issues, health and safety, expand services, build more accessible and adaptable communities, and projects that enable and/or preserve housing.

Eligible projects include the following:

1. Water, Wastewater and Stormwater - Construction, expansion and/or renewal of:
 - Facilities for the treatment and disposal of sanitary sewage, sanitary sewage collection systems
 - Water intake, treatment, pumping and storage facilities
 - Water transmission and distribution systems
 - Construction, expansion and /or renewal of storm sewers
 - Infrastructure which reduces/eliminates combined sewer overflows
2. Climate Change Adaptation
 - Capital Project Recommendations from Climate Hazard/Risk Assessments and Coastal and Inland Flooding Adaptations.

Staff Report



3. Accessibility projects - Capital projects required to comply with Accessibility, supported by accessibility plans and improvements to municipal infrastructure including sidewalks and active Transportation (excluding Fleet).

Applications are accepted From August 12, 2025 until October 9, 2025 and must include a resolution of Council supporting the submission of the project and detailed cost estimates. If successful the project must be completed by March 31st, 2027.

CONSIDERATIONS

Municipalities may submit two applications under the GRID program and rank the projects by priority: only one can be approved per cycle.

There can only be one active project under GRID at any time. The Municipality currently has an active 2025-2026 project which is nearing completion. That project is the Sewer Inflow and Infiltration (I&I) Phase 3 – Sonora Road/Hwy 7 – Repair/Replacement of Manhole Structures and Covers, Repair of Lateral Connections. Council approval is requested to submit a GRID application for the current intake pending successful completion and close out of the 2025-2026 GRID project.

Below is a budget estimate and brief description of one proposed project to apply for GRID funding.

Project #1 – Replacement and Correction of Filter #1 Backwash Piping

On July 17, 2025, Strait Engineering Ltd. provided the Municipality with a Water and Wastewater Feasibility Study that assesses the impact of the proposed Old Road Hill neighbourhood expansion and other potential private developments on municipal water and wastewater infrastructure. The study provided 12 recommended upgrades. One of these upgrades is the Replacement and Correction of Filter #1 Backwash Piping; this is the project recommended to be submitted as the Municipality's 2026-2027 GRID project.

As outlined in the Feasibility Study, the hydraulic arrangement of the backwash piping must be analyzed by a mechanical consultant familiar with the plumbing of water treatment filters, and recommendations prepared to correct the issues with the filter system. These recommendations are anticipated to specify replacing and correcting the backwash piping for Filter 1 to mirror that of Filter 2, which will address Filter 1's clogging issues.

GRID funding can be provided for up to 50% of eligible project costs. It is recommended to use the either the Housing Accelerator Fund or the Canada Building Community Fund for the remaining 50% required funding. Based on preliminary information provided by Strait Engineering this project is estimated at \$34,000 which would include engineer design, materials, installation and commissioning.

RECOMMENDATIONS

Project #1 – Replacement and Correction of Filter #1 Backwash Piping

Recommend Municipal Council to direct staff, subject to completion by October 9, 2025 of the 2025-2026 Growth and Renewal for Infrastructure Development Program, to apply to the 2026-2027 Growth and Renewal for Infrastructure Development Program through DMAH for the Replacement and Correction of Filter #1 Backwash Piping Water Treatment project, including analysis by a mechanical consultant to obtain recommendations, and implementation of these recommendations, with a total budget of \$34,000 with the Municipal share funded through the Housing Accelerator Fund or the Canada Building Community Fund.