



NOTICE

MEETING: Committee of the Whole

DATE: Monday, November 3rd, 2025

TIME: 5:00pm

PLACE: Council Chambers, 8296 Highway 7, Sherbrooke

Please Advise If Unable To Attend



Municipality of the District of St. Mary's

Committee of the Whole (COTW) Meeting
Monday, November 3rd, 2025

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 of COTW held Wednesday October 15th, 2025
6. Business Arising from Minutes
7. Correspondence
 - a. Thank You – Antique and Classic Car Show
 - b. Halton Region Ontario - Public Safety Requirements to Protect Our Communities
 - c. Property Valuation Service Corporation (PVSC) – 2026-2027 Funding Requirements
 - d. Department of Municipal Affairs – John A. MacDonald – Welcome/Introduction
 - e. Association of Municipal Administrators of Nova Scotia (AMANS) – Professional Service Fee
8. Other Matters of Business
 - a. Staff Report – Recplex Overview – Director of Community Development and Recreation
 - b. Staff Report – St. Mary's Drought Update
9. In-Camera: Contract Negotiations

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, October 15th, 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, October 15th, 2025, at 6:20pm. 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:

Lesley McFarlane, Chief Administrative Officer (CAO)
Jadzia Rudolph, Municipal Clerk

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

On the motion of Warden fuller, hearing no errors or omission to the previous minutes, Council approved the minutes of the COTW Meeting held October 1st, 2025.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. St. Mary's Memorial Hospital Society – Letter
 - Please see the Agenda/Package for the report.
 - Correspondence was received regarding St. Mary's Memorial Hospital Society requesting a letter of support for a new hospital as well as a nursing home to be built in the community.
 - Council agreed that Warden Fuller can draft a letter to be reviewed by the members of Council and send off to the society.
- b. Department of Municipal Affairs - Amendments Clarify Code of Conduct for Elected Officials - News Release
 - Please see the Agenda/Package for the report.

- Correspondence was received regarding the amendment to the Code of Conduct policy such as refining the language to enhance clarity, and reduce the administrative burden and protect against potential misuse.
- Amendments to the regulations clarify:
 - complaints may be made by a council member related to the conduct of another elected official in the same municipality.
 - council members may not submit a complaint on behalf of another person or entity.
 - multiple complaints may not be submitted by a council member on the same subject.
- c. Department of Municipal Affairs – Municipal Modernization Act Amendments - Letter
 - Please see the Agenda/Package for the report.
 - On October 3rd, 2025 the Municipal Modernization Act received Royal assent in the Nova Scotia Legislature, the act includes amendments to the *Municipal Government Act*, *Halifax Regional Municipality Charter*, *Halifax Regional Water Commission Act*, *Municipal Elections Act*, *Municipal Grants Act*, and the *Housing in the Halifax Regional Municipality Act*. The *Municipal Modernization (2025) Act* also includes a new *Transportation Corridors Control Act*.
 - Amendments to the Municipal Government Act (MGA)
 - Tax reductions due to natural disasters
 - Establishment of childcare centres areas
 - Allowing tax sale payments to be made electronically
 - Amendments to the HRM Charter & Halifax regional Water Commission Act
 - Ministerial authority to mandate planning documents
 - Sire plan to external appearance of structures HRM wide
 - Enable bonds and liens to be applied to municipal permit fees
 - Cogswell energy district authority
 - Amendments to the Municipal Grant Act
 - Removal of requirement for Governor in Council approval for annual Municipal Financial Capacity Grant allocations
 - Amendments to the Municipal Elections Act
 - Allowing returning officers to vote
 - Amend Elector Eligibility Trigger Date
 - Provide Optional Methods for Public Notice
 - Elector Privacy
 - Amendments to the Housing in the Halifax Regional Municipality Act Amendments
 - Remove barriers on development in Special Planning Areas
 - Update legislative requirements for public notification
 - New – Transportation Corridors Control Act
 - Enables the Province to designate priority transportation projects and their corridors to safeguard land for future transportation and infrastructure development, especially in urbanizing areas, and streamline coordination among government departments, landowners, municipalities, developers, and utility companies.

8. Other Matters of Business:

- a. Main Street, Sherbrooke – Crosswalk
 - Lesley McFarlane, Chief Administrative Officer (CAO) informed Council of the safety and well being of our community is paramount important to the municipality. A recent pedestrian incident at the intersection of Highway #7 and Main Street highlighted the importance of

creating a crosswalk to increase safety for pedestrians crossing from the Clover Farm grocery store to the store parking lot.

- Staff recommended that staff reach out to the Department of Transportation Infrastructure and Renewables (TIR) to investigate costs and feasibility of installing a crosswalk across Main Street between Clover Farm grocery store and the store's parking lot. Council suggested that staff look into a crosswalk with amber lighting as an immediate solution and work on a feasibility study at a later date.
- Staff are also requesting Council direct staff to invite Provincial Department of Public Works (Department of Transportation Infrastructure and Renewables) to resume quarterly attendance at COTW meetings. Council agreed this would be important to get updates and ask questions.

On motion of Councillor Beaver seconded by Councillor O'Connell, Council agree to research all options and avenues for pedestrian safety at the intersection of Highway 7 and Mainstreet in front of the local grocery store (Clover Farm).

Motion approved.

Adjournment

On motion of Warden Fuller there being no further matters of business, Council adjourned at 6:41pm.

Motion approved.

Recorded By
Jadzia Rudolph, Municipal Clerk

Approved By
Warden Fuller

Sherbrooke

*Antique & Classic Car
Show and Shine*

P.O. Box 118
Sherbrooke, Nova Scotia
B0J 3C0

Call Jim: (902) 328-7306
Email: j_importer@hotmail.com

Municipality of the District Of St. Mary's ,
PO Box 296,
Sherbrooke, NS B0J 3C0

September 30, 2025

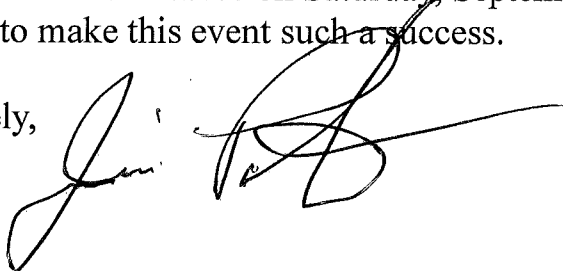
Dear Friend of Sherbrooke Antique & Classic Car Show,

I would like to take this opportunity to thank you for your continued support towards the Sherbrooke Antique & Classic Car Show.

The generosity and community spirit of our businesses allows us to continue to offer this event. Your unwavering support is the cement that holds this event together and gives the volunteers the incentive to keep working as a team to make it a reality year after year.

The show was a huge success this year. With 139 cars and over 500 spectators in attendance on Saturday, September 13th, your commitment helped to make this event such a success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Porter', with a stylized flourish extending from the end.

Jim Porter
Sherbrooke Antique Car Show Organizer



VIA EMAIL

Friday, October 3, 2025

Corporate Services Department
Legal Services
Office of the Regional Clerk
1151 Bronte Road
Oakville, ON L6M 3L1

The Right Honourable Mark Carney, Prime Minister of Canada
The Honourable Sean Fraser, Minister of Justice and Attorney General
The Honourable Gary Anandasangaree, Minister of Safety
The Honourable Ruby Sahota, Secretary of State
The Honourable Doug Ford, Premier of Ontario
The Honourable Doug Downey, Attorney General
The Honourable Michael Kerzner, Solicitor General

Please be advised that at its meeting held on Wednesday, September 17, 2025, the Council of The Regional Municipality of Halton unanimously adopted the following resolution:

RESOLUTION: Public Safety Requirements to Protect Our Communities

WHEREAS community safety is the foremost responsibility of all levels of government, including federal, provincial/territorial, and municipal authorities;
AND WHEREAS recent violent home invasions in Halton Region and across Canada highlight the ongoing need to evaluate and strengthen bail laws and the administration of justice to better protect communities;

AND WHEREAS repeat violent offenders continue to be granted bail in some instances, placing victims, families, and first responders at risk, and public confidence in the justice system is undermined when such offenders are quickly returned to the community;

AND WHEREAS the federal government passed Bill C-48, which came into force in January 2024, introducing key reforms to the Criminal Code, including:

- A new reverse onus provision targeting repeat violent offending involving weapons,
- An expanded list of firearms offences triggering reverse onus,

- Requirements for courts to consider an accused's violent history and state on the record their consideration of community safety;

AND WHEREAS the federal government has committed to tabling additional legislation during the Fall 2025 session of Parliament to further strengthen community safety, including reforms related to bail and sentencing;

AND WHEREAS the provinces and territories are responsible for the administration of justice, including:

- Appointing justices of the peace and judges,
- Managing court operations and bail monitoring,
- Hiring and managing Crown Attorneys,
- Funding and overseeing provincial police services and detention centres;

AND WHEREAS on November 13, 2024, the Police Association of Ontario (PAO), the Ontario Provincial Police Association (OPPA), and the Toronto Police Association (TPA), representing 35,000 police members in Ontario, called for urgent action to ensure violent and repeat offenders are not released pending trial, and similar calls have been echoed by the Canadian Association of Chiefs of Police and Canada's Premiers;

AND WHEREAS strengthening bail provisions and the broader justice system requires ongoing collaboration across all levels of government, and doing so would reduce pressures on local police services, the courts, and municipalities;

NOW THEREFORE IT BE RESOLVED:

THAT Halton Regional Council:

1. Recognizes the steps already taken by the federal government through Bill C-48 and acknowledges the commitment to introduce further legislation in Fall 2025;
2. Calls on the Government of Canada to prioritize and expedite the introduction of its promised bail and sentencing reforms in the upcoming session of Parliament;
3. Calls on the Province of Ontario to invest in and strengthen the administration of justice, including:
 - Enhancing bail enforcement and monitoring,

- Increasing resources for Crown prosecutors and court operations, including the previously announced courthouse for Halton
- Expanding judicial capacity and detention infrastructure;
- 4. Encourages a national, coordinated approach involving all levels of government to ensure community safety is not compromised by gaps in bail or sentencing systems.

AND BE IT FURTHER RESOLVED:

- THAT Halton Regional Council calls for the following policy considerations in future reforms:
 - Expanding reverse onus provisions for repeat violent offenders,
 - Establishing stronger mandatory bail conditions, including firearm prohibitions, curfews, electronic monitoring, and no-contact orders,
 - Limiting multiple bail releases for individuals with histories of serious violent offences,
 - Improving inter-agency information sharing among police, Crown prosecutors, and corrections,
 - Prioritizing victim and community impact in bail decisions;
- THAT Halton Regional Council calls on the federal and provincial governments to review Criminal Code time limits and rules for stay of proceedings in cases involving serious and violent offences;
- THAT this motion be forwarded to:
 - The Prime Minister of Canada, the Minister of Justice and Attorney General of Canada, the Minister of Public Safety, the Secretary of State (Combatting Crime),
 - The Premier of Ontario, Attorney General of Ontario, the Solicitor General of Ontario,
 - All federal and provincial parties in the House of Commons and Ontario Legislature;
 - Halton's Members of Parliament and Members of Provincial Parliament,
 - The Canadian Association of Chiefs of Police, the Ontario Association of Chiefs of Police, the Police Association of Ontario, and the Ontario Provincial Police Association;
 - Ontario Association of Police Service Boards (OAPSB) and Canadian Association of Police Governance (CAPG);

- Halton's Local Municipalities;
- THAT this motion be shared with the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), and all municipalities across Ontario and Canada, encouraging them to pass similar motions in a spirit of collaborative, cross-jurisdictional reform.

If you have any questions, please contact me at the email address below.

Sincerely,



Graham Milne
Regional Clerk
Graham.Milne@halton.ca

c.

The Honourable Pierre Poilievre, Leader of Official Opposition

Yves-François Blanchet, Leader of Bloc Québécois

Don Davies, Interim Leader of NDP

Elizabeth May, Leader of Green Party

Halton MPs

Halton MPPs

Canadian Association of Chiefs of Police

Ontario Association of Chiefs of Police

Police Association of Ontario

Ontario Provincial Police Association

Ontario Association of Police Boards

Canadian Association of Police Governance

City Clerk's Office, City of Burlington

Valerie Petryniak, Town Clerk & Director, Legislative Services, Town of Halton Hills

Meaghen Reid, Director, Legislative & Legal Services/Town Clerk, Town of Milton

William Short, Town Clerk, Town of Oakville

Association of Municipalities of Ontario (AMO)

Federation of Canadian Municipalities (FCM)

all municipalities across Ontario and Canada

October 23, 2025

Dear: Lesley McFarlane

I am reaching out to provide advanced notification regarding Property Valuation Service Corporation's (PVSC) municipal funding requirements for fiscal 2026/27.

At PVSC, our cornerstone priorities are providing reliable, objective, and valued data products and services in a secure and cost-efficient manner. Through a disciplined approach to budgeting, cost management, resource utilization, and risk management, PVSC seeks to deliver excellent value to its clients. The 2025 Canadian industry benchmarking results reflect this focus — PVSC's cost per assessment is 41% below the national average, and we lead the country in assessed properties per appraisal staff.

Like the rest of the public sector, PVSC has seen increases in operational costs, with substantial increases in the cost of benefits, cyber security, information technology and postage.

Over the past five years, operational costs have grown by 24%. Despite these pressures, municipal billing has remained relatively flat, rising only 4% in total over the last five years (from \$17.7m in 2021/22 to \$18.4m in 2025/26). The ability to maintain a modest increase has been largely due to drawdowns from our Operating Reserve. The Operating Reserve will be fully depleted by the end of this fiscal year.

After careful consideration of available options, the Board, in its fiduciary duty to the Corporation, has approved a fiscal 2026-27 budget of \$21.6M which includes \$19.9M in municipal unit recovery, an 8% increase from fiscal 2025-2026. To mitigate impacts on municipalities, the budget is also supported by a planned drawdown from PVSC's Contingency Reserve.

The forecasted increase for fiscal years 2027/28 and 2028/29 is 8% and 4%, respectively.

To assist in planning, the table below provides insights into key metrics related to your funding share.

Municipal Funding for 2021-2022	Municipal Funding for 2025-2026	2021-25 Total % Increase (decrease) in contribution
\$92,652.78	\$96,492.68	4.14%

If you have any questions regarding the funding requirements or the factors influencing this decision, please don't hesitate to reach out at servicedesk@pvsc.ca. We value transparency and are happy to provide additional information or context about our process.

Sincerely,

Scott Farmer, CEO



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

October 23, 2025

Dear Mayors, Wardens, and Councillors:

I am honoured to serve as Nova Scotia's Minister of Municipal Affairs. As I begin this role, I want to express my deep appreciation for the vital work municipalities do every day to support our communities.

I look forward to meeting many of you at the upcoming Nova Scotia Federation of Municipalities (NSFM) conference. This will be a valuable opportunity to listen, learn, and begin building strong working relationships grounded in collaboration and mutual respect.

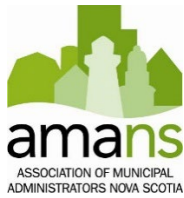
Municipalities are key partners in shaping the future of our province. I am committed to working with you to advance shared priorities and ensure our communities continue to thrive.

Please do not hesitate to reach out to my office if there is anything you would like to discuss ahead of NSFM. I look forward to connecting with you soon.

Yours truly,

A handwritten signature in cursive script that reads "John A. MacDonald".

Honourable John A. MacDonald
Minister of Municipal Affairs



October 22, 2025

(sent by email)

RE: AMANS Professional Service Fee

Dear Mayors/Wardens/Councillors,

On behalf of the Board of Directors, staff, and members of the Association of Municipal Administrators of Nova Scotia (AMANS), we are writing to provide an important update regarding the AMANS Professional Service Fee and to thank you for your continued support of our work.

This fee is a recognition of the support AMANS provides to municipalities across Nova Scotia and to the advocacy work of the Nova Scotia Federation of Municipalities (NSFM) through joint committees and ad hoc working groups. The depth of experience and knowledge held by those working on the ground in municipalities supports the work of NSFM in managing complex relationships with provincial departments, the Government of Nova Scotia as a whole, and to some degree, with Government of Canada initiatives.

Professional Fees Billing Update

Since the 2017-2018 fiscal year, municipalities have paid an AMANS Professional Service Fee as part of the NSFM billing process. This fee was originally set at 25% of NSFM rates. While NSFM rates have increased over the past five years, the AMANS fee has remained unchanged.

In 2025, the NSFM Board of Directors decided that the organization will no longer bill or collect this fee on behalf of AMANS. The invoice you received from NSFM in February 2025 covers the period until the end of the calendar year (December 31, 2025). Beginning January 1, 2026, and going forward, AMANS will bill municipalities directly for this Professional Service Fee. This means municipalities will receive separate invoices from AMANS and NSFM. Importantly, the AMANS Professional Service Fee for the 2026 calendar year will remain unchanged.

Attached to this letter is an example of what the previous bill with the AMANS Professional Service Fee looked like in past years, as well as an example of what the invoice may look like from AMANS going forward.

The Value of AMANS

Your continued investment in AMANS ensures municipalities have access to professional services, policy expertise, training, and shared solutions. Some of the key ways AMANS supports municipalities include:

- **Policy and Program Support:** Development of model bylaws, policy templates, and resources such as the AMANS Records Management Manual.
- **Shared Municipal Services:** Code of Conduct investigator services, the biannual Municipal Salary Survey, and leadership in the Safe Restart Funding program that delivered \$67 million to municipalities.
- **Committee and Advocacy Work:** Representation on provincial and municipal committees including Emergency Management, Code of Conduct, Financial Indicators, the MGA Review and Service Exchange.
- **Programs for Municipalities**
 - The Municipal Wellness Program: supporting healthy workplaces across Nova Scotia.
 - The Municipal Equity, Anti-Racism and Accessibility Support Program: assisting municipalities in developing local plans to meet requirements in the *Accessibility Act* and the *Dismantling Racism and Hate Act*.
 - The Municipal Website Venture: improving local government websites across the province.

Education & Professional Development and Networking

AMANS recognizes the value of education, training, development and networking and the importance of ensuring municipal government staff and elected officials have the capacity to meet today's challenges. To address current and future needs, AMANS is continually assessing the professional development requirements of key positions across Nova Scotia municipalities.

Working with subject matter experts and curriculum developers, we designed Municipal Management Modules to build the capacity of established and aspiring municipal leaders in core areas such as:

- Leadership
- Strategic Planning
- Legislation and Policy
- Financial Management

- Stakeholder Engagement
- Human Resource Management

Through workshops, conferences, and CAO forums, AMANS continues to provide training opportunities that strengthen local government capacity across the province.

Policy Support

AMANS also plays a central role in supporting and advising on matters of policy development that impact municipalities. Working closely with NSFM and the Department of Municipal Affairs, AMANS provides objective, non-partisan expertise that ensures a municipal administration lens is reflected in government initiatives.

Our collaborative approach positions AMANS as a trusted advisor and educator—reinforcing the role of municipal administrators as the “municipal experts.” This work helps build functional working relationships with government partners, ensuring municipal voices are included in shaping legislation, policies, and best practices.

Thank You

We want to express our sincere appreciation to you, your Council, and your staff for your ongoing support and participation in AMANS programs, meetings, and conferences. Without the partnership of municipal governments, we could not achieve our mission of advancing excellence in local government administration in Nova Scotia.

If you have any questions please reach out to our Executive Director, David Campbell, at (902) 423-2215 Ext. 8 or by email at dcampbell@amans.com.

Regards,

A handwritten signature in dark ink, appearing to read "Victoria Brooks". The signature is fluid and cursive, with the first name "Victoria" written in a larger, more prominent script than the last name "Brooks".

Victoria Brooks
President, AMANS



Nova Scotia Federation of Municipalities
Suite 1304, 1809 Barrington St
Halifax, Nova Scotia B3J 3K8
Canada

Invoice No.: [REDACTED]
Date: 01/25/2024
Ship Date:
Page: 1
Re: Order No.

Sold to:



Ship to:



Business No.: 108150616

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
1			NSFM Membership Dues 2024	H	14,550.86	14,550.86
1			AMANS Professional Services to NSFM 2024	H	2,361.53	2,361.53
			H - HST 15%			
			HST			2,536.86
Nova Scotia Federation of Municipalities HST: #108150616						
Shipped By: Tracking Number:					Total Amount	19,449.25
Comment:					Amount Paid	0.00
Sold By:					Amount Owing	19,449.25

Association of Municipal Administrators, Nova Scotia

1 Kingswood Drive, Unit 211
Hammonds Plains, Nova Scotia B4B 0P4, Canada
info@amans.ca

INVOICE

Invoice No.: 9897 (Example)
Date: 10/06/2025

Sold to:


Item No.	Description	Unit Price	Amount
1	AMANS Professional Fees	\$2,500.00	\$2,500.00
		HST (14%)	\$350.00
		Total Amount	\$2,850.00

St. Mary's Recplex Booking & Cancellation Procedures

Department of Community Development & Recreation

SUMMARY

This report outlines the established procedures for booking the St. Mary's Recplex to ensure consistency, safety, and clear communication with staff and facility users. The Ice Rental Procedure provides a step-by-step process for booking ice time through the Municipal Office, including advance notice requirements for weekday and weekend rentals. The procedure aims to support efficient facility management, maintain user satisfaction, and ensure the safety of staff and patrons.

Procedures for Renting Ice Time

Purpose:

To provide a consistent process for booking ice rentals at the St. Mary's Recplex, ensuring fair access, proper scheduling, and adequate staff preparation time.

Procedure:

1. Book using an online booking app, email **recreation@saint-marys.ca**, or call the Municipal Office at **902-522-2049** during regular office hours (Monday to Friday, 8:30 am to 4:00 pm) to request an ice rental.
2. Ensure that all bookings are made at least **24 hours in advance**.
3. For **weekend rentals**, bookings must be completed by **Thursday at 4:00 pm**.
4. **Response to Requests:**
 - Email and online booking requests will be reviewed during regular office hours.
 - Confirmation of booking will be provided once availability is verified and the request has been processed.

EMO: St. Mary's Drought Update

Municipal Clerk/ Emergency Management Coordinator

SUMMARY

The Emergency Management Office (EMO) team for the Municipality of the District of St. Mary's has been working closely with the province – Department of Emergency Management to support residents experiencing dry wells due to ongoing drought conditions. The priority has been to ensure all affected households have access to potable drinking water during this period.

BACKGROUND

Water Distribution Summary:

As part of this coordinated response, the municipality has provided potable water to residents as follows:

- August 13–30: 1,572 litres distributed (program started on August 13)
- September: 7,908.5 litres distributed
- October 1–29: 14,470.7 litres distributed

This totals **23,951 litres** of water provided to residents in need between August and late October. The EMO team continues to monitor the situation closely and is prepared to adapt support efforts as required. The Municipality remains committed to ensuring that no resident is left without safe drinking water during this challenging time.

Recplex Shower Facility:

The EMO team has opened the St. Mary's Recplex as a facility for residents experiencing dry wells to use Monday to Thursday from 3:00pm. to 9:00pm. on a first-come, first-served basis during the drought. There are two showers and dressing rooms available for use. Residents bring their own shower amenities, such as a towel, shampoo, soap, etc.

- The Recplex has been used since opening September 5th, 2025. Recently the showers are in use 25-30 times weekly.

CONSIDERATIONS

N/A

RECOMMENDATIONS

Informational purposes only