



NOTICE

- MEETING:** Regular Council Meeting
- DATE:** Wednesday January 21st, 2026
- TIME:** 5:00pm
- PLACE:** Council Chambers, 8296 Highway 7, Sherbrooke

Please Advise If Unable To Attend



Municipality of the District of St. Mary's

Regular Council Meeting
Wednesday, January 21st, 2026

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 Council Meeting held December 3rd, 2025
6. Business Arising from Minutes
7. Recommendations from Committees of Council
 - a. Committee of the Whole – December 3rd, 2025
 - b. Committee of the Whole – January 7th, 2026
8. Outside Committee Reports
 - a. Eastern Region Solid Waste Management Committee – November 27, 2025
 - b. Tourism Guysborough County Association – January, 2026
9. Other Matters of Business
10. CAO Report – November & December Updates

Adjournment

A 10-minute question and answer period pertaining to agenda items.



Municipality of the District of St. Mary's

Regular Council Meeting
Wednesday, December 3rd, 2025

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

1. Meeting, Date & Time:

The Regular Council meeting of the St. Mary's Municipal Council was called to order on Wednesday December 3rd, 2025, at 6:02pm 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)
Marian Fraser, Director of Finance/Treasurer
Jadzia Rudolph, Municipal Clerk

3. Additions to the Agenda:

- Addition to #9 Other Matters of Business: item a. REMO Capacity Grant Application.

4. Approval of Agenda:

On motion of Councillor O'Connell and seconded by Councillor Beaver, Council approved the agenda with the addition.

Motion approved.

5. Approval of Previous Minutes:

On motion Warden Fuller, hearing no errors, omissions, or amendments, Council approve the minutes from the Council meeting held November 19th, 2025.

Motion approved.

6. Business Arising from the Minutes:

- a. CAO Report
- Lesley McFarlane informed Council that the CAO Report will be presented to Council in January due to the cancellation of the December 17th Council meeting.

7. Recommendations from Committees of Council:

- a. **Committee of the Whole – November 19th, 2025** (Absent Councillor Tibbo)
- There were no recommendations made at this meeting.

8. Outside Committee Reports

- a. Port Bickerton & Area Planning Association

- Please see the agenda/package for the outside committee report
 - b. Guysborough Community Health Board
- Please see the agenda/package for the outside committee report.

9. Other Matters of Business:

- a. REMO Capacity Grants Application
 - Lesley McFarlane, CAO informed Council of the capacity grant being provided by the Department of Emergency Management to help municipalities form a REMO and support sustainable municipal emergency management operations. The objective of the capacity grant is to support REMOs, meet provincial standards for regional emergency management planning and response, increase local capacity for emergency management coordination, encourage sustainable project and staff models, and promote regional collaboration through shared project and staff arrangements.
 - Work has been underway through the summer by administrative representatives from all three municipal units within Guysborough County, along with the Provincial EMO representatives to assist the three municipal units in complying with the new legislation and developing a REMO. The three parties applied jointly for the provincial REMO capacity grant in fall 2025.

On motion of Councillor Beaver seconded by Deputy Warden Malloy, Council agreed to accept the Guysborough County REMO Capacity grant funding from the Department of Emergency Management.

Motion approved.

Adjournment

On motion of Warden Fuller, there being no further matters of business, the Council adjourned at 6:13pm.

Motion approved.

Recorded By
Jadzia Rudolph, Municipal Clerk

Approved By
Warden Fuller



Municipality of the District of St. Mary's

Wednesday, January 21st, 2026
Council Meeting

Recommendations from Internal Committees of Council

Committee of the Whole – December 3rd, 2025

No recommendations were made at this meeting.

Committee of the Whole – January 7th, 2026

On recommendation of Councillor Beaver seconded by Councillor O'Connell, Council approve Strait Engineering Ltd to develop a plan by March 31, 2026, for St. Mary's to fulfill the requirements of Section 18 of the NS Department of Environment and Climate Change Transfer Station C&D Approval to Operate, for the quoted price of \$16,300+HST, funded from the remaining available \$30,000.

Recommendation adopted.

On recommendation of Deputy Warden Malloy seconded by Councillor Tibbo, Council agree to provide a Loan Guarantee to the Sherbrooke and Area Volunteer Fire Department for the acquisition of a 2013 Freightliner Pumper Truck in the amount of \$125,000 through the Royal Bank of Canada on a 5 Year Term. If the Department defaults on the terms of the loan the Municipality will fund the loan payments through annual fire tax levy revenue collected on behalf of the Sherbrooke and Area Volunteer Fire Department.

Recommendation adopted.

COUNCIL OF THE

FIRE DEPARTMENT GUARANTEE RESOLUTION

Amount : \$ _____

Fire Department : _____

Purpose : _____

WHEREAS the _____ is a registered fire department with the _____;

WHEREAS the _____ is incorporated by the Societies Act;

WHEREAS the _____ has determined to borrow the aggregate principal amount of _____ Dollars (\$_____) for the purpose of _____ by special resolution on the ____ day of _____, 2026, as per Section 10 (d) of the Societies Act;

WHEREAS the _____ has requested the _____; to guarantee the said borrowing;

WHEREAS Section 294(6) of the Municipal Government Act provides that a municipality may grant or lend money to, or guarantee a loan for, a registered fire department for operating or capital purposes; and

WHEREAS Section 88(3) of the Municipal Government Act provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs and Housing has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Council of the _____ does hereby approve the borrowing by the _____ of _____ Dollars (\$_____) for the purpose set out above;

THAT subject to the approval of the Minister of the Municipal Affairs of the guarantee, the Municipality unconditionally guarantee repayment of the principal and interest of the borrowing so made;

THAT upon the issue of the debentures, the _____ and Clerk of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____ held on the _____ day of _____, 2026.
GIVEN under the hands of the Clerk under the seal of the Municipality this _____ day of _____, 2026.

Clerk



Report to Council

Member of Council: Deputy Warden Malloy

Board/Agency/Organization: Solid Waste

Date Attended November 27/2025 Location Guys Municipal Office

ERSWM Meeting – Thursday, November 27th, 2025

EPR for PPP – Circular Materials

- Each Municipal Councillor gave a brief update from their Council Meetings
- Starting December 1st, you'll be able to recycle the same material no matter where you are in NS.
- Antigonish Town is opting out of the program.

- Tanya handed out sample sorting guides which consisted of the normal sorting guide and an advanced sorting guide. Tanya hopes to have the sorting guides by the middle of December.

- Depots in our Region consist of MacMillians Service Centre Mobile Depot – Sherbrooke. MacMillians Service Centre, Antigonish County. A&M Recycling in Tracadie. Mason's Recycling Mobile Depot – Guysborough. Mason's Recycling Mobile Depot – Larry's River. Mason's Recycling Centre in Canso.

Posting of Part Educator

- Laura Franks of Canso has taken the position as the Part-Time Regional Educator.

Budget 2026-27

- Tanya handed out the Draft Budget to the Committee.

- All Committee Members approved of the upcoming Budget for 2026-27
Budget

- Budget Notifications have been sent to all 5 Municipal Units

ERSWN Program Funding

Tanya explained to the Committee that the litter Clean Up Incentive Funding will be distributed some time in the new year.

Next regular ERSWM meeting will be January 29th 2026



APPENDIX C – Report to Council



Report to Council

Member of Council: _____

Board/Agency/Organization: _____

Date Attended: _____ **Location:** _____

Notes:

January 3, 2026

Briefing Document: String of Hidden Gems – Coastal Certification and Marketing Project

Project Overview:

- Position Guysborough County as a distinctive coastal destination with a strong focus on sustainable and responsible tourism.
- Three main aspects to this project:
 - Beach Certification of three beaches (Seascape Global) – more details below
 - Coastal Monitoring and Citizen Science Integration (CoastSnap Stations – three to be installed) – more details below
 - Development of a Coastal/Beach-Themed Tourism Marketing package (on-line and hard copy) – under development

Project Lead:

- Tourism Guysborough County Association (TGCA)
- TGCA formed in 2020 as cross county association to promote tourism in Guysborough County
- Volunteer driven organization with a Board of Directors representing various interests in our tourism industry. Ex-officio members include representatives from the three municipal entities in our County
- Key partner with TGCA in execution is Dr. Camilo Botero, a renowned expert in integrated coastal management, marine law and beach management (see CV attached)

Project Timeline:

- September 2025 to March 31, 2026 (All project spending must have occurred by the end date)

Project Funding:

- ACOA (75%) and Guysborough District Business Partnership (25%) of this initial phase.

Additional Details:

1. Seascape Beach Certification

- The SEASCAPE (Certified Coastal Landscape) certification label is an initiative to promote the active conservation of natural coastal landscapes of high scenic value. It is an instrument to help promote conservation and has no regulatory authority.
- The underlying assessment criteria and certification originate from Latin America, where they are supported and endorsed by coastal management and research communities. In 2023, the decision was made to extend the certification scheme globally. If successful, this initiative will result in the first Seascape-certified beaches in Canada.
- The certification is renewed every three years with annual monitoring reports provided by the sponsor (TGCA or partners).

- We have had two accredited evaluators perform an on-site visual inspection in November of several of our County beaches. While a number of beaches were initially assessed as certifiable, we have chosen to apply for certification for three beaches:
 - Gegogan Beach and Port Bickerton beaches in the Municipality of the District of St. Mary's
 - the collection of beaches known as the Betsy Complex in Canso, in the Municipality of the District of Guysborough.
- At this time, we are unable to certify any provincial park beach. We have consulted with DNR and they have advised that due to the Acts and regulations already in place protecting provincial parks, they do not partake in any additional certification programs.
- We will be consulting with owners of land that borders these beaches to seek required approvals and ensure any concerns are addressed. We will also need to examine access points.
- If we are successful, we will need to place an information sign and certification totem near each beach that is certified. We will look to position these items in an unobtrusive but informative location (e.g. at entrance ways, parking areas, etc.).
- For more information about the certification, please refer to www.seascapeglobal.org

2. CoastSnap Stations

- CoastSnap stations are not new to Canada. They have been endorsed by Parks Canada through the Coastie program with installations in various national parks; in Nova Scotia, Coasties are located in Cape Breton Highlands National Park, Kejimikujik National Park Seaside and on Sable Island. Outside of the National Park sites, one CoastSnap station is located at Moosehead Beach in Moser River, led by the Eastern Shore Citizen Science Coastal Monitoring Network (ESCOM).
- These stations will engage visitors in conservation efforts by participating in the creation of a time-lapse series of images of the coastline, to identify erosion and recovery processes, to further the understanding of the coastal dynamics at each location. It is the integration of Citizen Science into our coastal preservation efforts.
- Based on the evaluation of shorelines by Dr. Botero, this project will look to install CoastSnap Stations at three provincial parks: Black Duck Cove Beach, Torbay Park and Port Shoreham.
- Future projects may look at expanding to additional beaches, but would need to be separately funded.
- For more information about the CoastSnap stations in Canada, please refer to <https://coastiecanada.ca/>



2025-2026

CAO Report – Project Summary

For the period of November 1st to December 31st, 2025

The Municipality of the District of St. Mary's

MAJOR PROJECT SUMMARY

1. Housing Initiatives –

CMHC- Housing Accelerator Fund (HAF)

- Year One ended in December, the first annual report is due by January 19, 2026.
- Reviewed and provide support to Zzap on Housing Incentives including:
 - Development Agreement Policy – meeting with MODG Development Officer for feedback and input.
 - Templates for Building Permit Fee Waiver
 - Planning Application Fee Waiver
 - MSP & LUB amendment text for waiver of minimum parking
 - Property Tax Waiver Policy

Key upcoming item to be discussed with Council this fiscal year is the award of the Water Tower design contract.

2. Climate Change Projects –

Status of the four current Clean programs:

- a) Quest Net-Zero Community Accelerator Program - Benchmark assessment interview completed with staff in December scheduling of the final meeting for the benchmark assessment will be in early January. Workshops are to be planned for the new year.
- b) Low Carbon Communities – Extension request submitted for Solar Feasibility Study RFP, waiting on requested additional information prior to further action involving the RFP.
- c) Climate Resilient Coastal Communities- AIM- Governance workshop to be scheduled, ideally to align with the Quest workshop in the new year.
- d) Climate Risk Assessment and Readiness Plans – Extension requested to February 28, 2026, to pursue a Climate Risk Assessment and Climate Adaptation Plan.

3. EMO/REMO –

- Joint grant with the Town of Mulgrave and the Municipality of the District of Guysborough in the amount of \$60,000 received from the province for REMO Coordinator position and accepted by Council. Work underway to finalize position description and shared service agreement.

4. Tourism Promotion & Electronic Content/Advertisements –

- TDAP Communities kick off meeting held with Sociable Media.
- Ongoing regular maintenance and upkeep on the Tourism website and social media posts.

5. Business Support–

- Continuing engagement with multiple different local business owners to provide business supports and information as needed.
- Joined Nova Sustainable Wind Energy Committee and attended inaugural meeting. Met with local ATV club president, ATVANS and members regarding potential economic Development opportunity for Sherbrooke hosting the 2026 provincial ATVANS Jamboree.

6. Monthly Municipal Newsletter –

The Monthly newsletter for the months of November and December, including community information and municipal news, was produced and distributed by mail and electronically.

7. Policy and Bylaws

- a. Donation Acceptance Policy – Work has begun to draft this policy for presentation to Council.
- b. Flag Policy - The Inclusion, Diversity, Equity, Anti-Hate & Accessibility Advisory Committee has agreed to conduct a review of the Municipality's Flag Policy, including the Sherbrooke Banner Infrastructure. The Committee is currently working to review the policy.
- c. Ice Helmet Policy – work continues on amending this policy is anticipated to be presented to Council in February.
- d. Social Media Policy - The Inclusion, Diversity, Equity, Anti-Hate & Accessibility Advisory Committee has agreed to conduct a review of the Municipality's Social Media Policy. The Committee is currently working to review the policy.
- e. Workplace Harassment – work is continues on amending this policy based on provincial changes in legislation to Bill 464 and is anticipated to be presented to Council by the first of February.
- f. Other Policies – Other policies are also being reviewed as part of the Housing Accelerator Fund deliverables, to promote development and housing.

8. Upcoming Municipal Events

- a. Winter Fun Fest – February 21 & 22, 2026.

9. Community Development and Recreation Programs

- a. 50+ Hockey began in November, attracting approximately 15 participants for recreational play and social engagement.
- b. Adult Recreation Hockey kicked off in November, bringing together over 40 players across three teams for fun and competitive play.
- c. Before and After Program continues, with strong attendance.
- d. The Active Women's Group continues to grow steadily, with new participants joining regularly. Attendance remains strong, and the group continues to be well received by those attending.
- e. The annual Volunteer Celebration was held on December 4th at 6:30 p.m. at the Sherbrooke Village Exhibit Centre, with volunteers representing a variety of organizations. Bruce Sinclair was honoured as Volunteer of the Year, and attendees enjoyed an evening of recognition and celebration.
- f. House League Hockey kicked off in November, welcoming over 40 young participants aged 5 to 15. The program has been well received, providing an opportunity for skill development, teamwork, and community engagement.
- g. The St. Marys Fit & Fun program launched in November with a variety of activities offered. Participation has varied by activity; however, bingo and paint classes have been particularly successful, with strong turnout and enthusiastic participation. Based on this interest, staff will look at offering additional Bingo and Paint Classes in the future!
- h. Senior Skates launched in November, providing participants with an enjoyable opportunity to stay active on the ice while socializing with fellow community members.

- i. The Youth Group has been replaced with the Skate & Create program, which has been a big success. A total of 18 children are currently registered, and the program has seen strong engagement and positive feedback from participants and families. Once the Skate & Create program concludes, a new youth activity will be planned to take its place.

10. **Capital projects supporting Community Development and Recreation**

- a. 16 Main Street Public Washroom – Will be deferred to a future year due to the placement of the Shoppers Temporary trailer at 16 Main Street Parking lot.
- b. Connect 2 – Multi Use Trail Design - The request for proposals was issued on December 11, 2025, with submissions due by January 16, 2026.

11. **Accessibility & Inclusion**

- a. Accessibility Plan – Throughout December staff have been working to complete an update of the Accessibility Plan based on what was heard during the Inclusion, Diversity, Equity, Anti-Hate and Accessibility Advisory Plan consultation.
- b. Inclusion, Diversity, Equity, Anti-Hate and Accessibility Advisory Plan – Throughout the months of November and December staff attended community events across the Municipality to gather feedback to ensure the plan reflects the diverse needs, experiences, and priorities of the Municipality.

12. **Public Works**

Municipal Utilities & Infrastructure

- In November, the main line on Cameron Road was extended approximately 450 feet. The flushing hydrant for Cameron Road was successfully installed during this project.
- The Annual Sampling plan for the Water Utility was completed and successfully accepted by the Department of Environment and Climate Change.
- The roof on the library began leaking during heavy rain events. JTB Roofing replaced the shingles on the back half of the building shortly after.
- The remaining aspects of the Inflow and Infiltration repairs have been completed in November. This is all the required work completed from this project.

Capital Projects

Description	Update
I&I Recommendation Phase 2 & 3	Completed in November.
Dry Hydrant – Fisherman’s Harbour/PB	Fire Dept confirmed this location is no longer available. Next steps under review.
Dry Hydrant – Liscomb	Location confirmed. Requesting engineering study.
Recplex -RFD – Compressor	Project completed.
Recplex – RFD – Flooring	Project completed.
Flushing Hydrant (Cameron Rd.)	Work completed in November.

Admin Bldg – Recpt Area Privacy upgrades	Scope refined to address accessibility and security needs.
Accessible Public Washroom 16 Main	Funding approved, work impacted by Shoppers trailer; next steps being evaluated
Water Tr Plant – Heating and Cooling System	Project completed.
Public Works Garage – Electrical upgrades	Project completed.
Port Bickerton Lighthouse Rd.	Grading planned for spring.
Sewer Testing Equipment/Blower	On track to be completed by end of fiscal year.
Water Treatment Plant – Programmable Logic Controller/Auto Control System	In engineering phase with Strait Engineering.
Replace roof on water pump house	Project completed.
Recplex Ammonia Detection System	Project completed.
Library Kitchen/Community Room Renos	Confirming scope and next steps.
Connect 2 – Multi Use Trail Feasibility Study	The Request for Proposals was issued on December 11 th . Submissions are due January 16 th , 2026.
Water Tr Plant Bubble Traps for Filters	Project completed.
Sewer Tr Plant – Cross Supports Rebuild	Project completed.
Low Carbon Communities Solar Program	Draft RFP has been prepared by Clean and is under review.
Water Meter Upgrade project	Currently underway, 65% complete physical component.
Sewer Equalization Pump Motor Drive	Project completed.