



NOTICE

MEETING: Regular Council Meeting

DATE: Wednesday October 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, October 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 Wednesday September 16th, 2026
6. Business Arising from Minutes
 - a. Sonora Community Centre Funding
7. Recommendations from Committees of Council
 - a. Committee of the Whole – September 16th, 2026
 - b. Fire Services Advisory Committee – September 23rd, 2026
 - c. Committee of the Whole – October 7th, 2026
8. Outside Committee Reports
 - a. Christmas at Sherbrooke Village – Sept 18, 2026
 - b. Eastern Region Solid Waste – Sept 28, 2026
9. CAO Report
10. REMO Report
11. Elections and Committee Appointments
 - a. Election of Warden
 - b. Election of Deputy Warden
 - c. Appointments to Internal and External Committees

Adjournment

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



Municipality of the District of St. Mary's

Regular Council Meeting
Wednesday, September 16th, 2026

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 September 16th, 2026, at 5:00pm 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:

Lesley McFarlane, Chief Administrative Officer (CAO)
Marian Fraser, Director of Finance/Treasurer
Janelle Fleet, Interim Municipal Clerk
Teddy Stevens, Director of Public Works

3. Additions to the Agenda:

- There was an addition to the agenda item 11b. Christmas of Sherbrooke Village Committee appointment.

4. Approval of Agenda:

On motion of Councillor O'Connell and seconded by Councillor Tibbo, Council approved the agenda as amended.

Motion approved.

5. Approval of Previous Minutes:

On motion of Councillor Tibbo and seconded by Deputy Warden Malloy, Council approved the minutes from the Public Hearing held July 15th, 2026.

Motion approved.

On motion of Councillor O'Connell and seconded by Councillor Tibbo, Council approved the minutes from the Regular Council meeting held July 15th, 2026.

Motion approved.

On motion of Councillor Beaver and seconded by Councillor O'Connell, Council approved the minutes from the Public Hearing held July 30th, 2026.

Motion approved.

On motion of Deputy Warden Malloy and seconded by Councillor Tibbo, Council approved the minutes from the Special Council meeting held July 30th, 2026.

Motion approved.

6. Amendment of previously approved minutes

- a. May 20th, 2026, Regular Council

On motion of Councillor O'Connell and seconded by Councillor Beaver, Council approved the amended minutes from the Regular Council meeting held May 20th, 2026.

Motion approved.

7. Business Arising from the Minutes:

- There was no business arising from the minutes.

8. Recommendations from Committees of Council:

Committee of the Whole – September 2, 2026

On motion of Councillor O'Connell, seconded by Deputy Warden Malloy, Council recommend that staff investigate the request from the Sonora Community Centre and report back to Council with their findings and recommendations.

Motion approved.

On motion of Councillor Tibbo, seconded by Councillor O'Connell, Council approve moving the regularly scheduled Committee of the Whole meeting from November 4, 2026, to November 2, 2026, due to the NSFM Conference.

Motion approved.

On motion of Councillor Beaver, seconded by Deputy Warden Malloy, Council approve the engagement of Strait Engineering Ltd. to provide engineering design and procurement services for an accessible washroom at 16 Main Street, for a fixed fee of \$9,000 plus HST.

Motion approved.

On motion of Councillor O'Connell, seconded by Councillor Beaver, Council direct staff to proceed with public procurement for the construction phase of the 16 Main Street washroom and return with recommendations to Council.

Motion approved.

On motion of Councillor Tibbo, seconded by Councillor O'Connell, Council direct staff to review the possibilities of installing security cameras, including applicable privacy considerations and related policies, and report back to Council with their findings and recommendations.

Motion approved.

On motion of Deputy Warden Malloy, seconded by Councillor Tibbo, Council approve the revised scope of the Director of Economic Development position, with a 2026/27 salary scale of \$85,770 to \$105,713.

Motion approved.

On motion of Councillor Beaver, seconded by Councillor O'Connell, Council authorize the CAO to undertake a public procurement process for professional consulting services to support the development of a Community Benefits Agreement Framework for the Municipality of the District of St. Mary's, including the option to obtain additional advisory support related to future Community Benefits Agreement discussions and negotiations, as required.

Motion approved.

On motion of Councillor Beaver, seconded by Councillor O'Connell, Council direct staff to come back to Council with recommendations regarding updating the previous Proposed Cochrane Hill Goldmine Economic Impact Analysis.

Motion approved.

9. Presentation: Royal Canadian Mounted Police - Quarterly Presentation

Sgt. Natasha Farrell, District Commander, provided Council with the RCMP quarterly update.

Sgt. Farrell provided updates on staffing, training, community outreach, and current initiatives. She advised that Cst. John Campbell is the newest member of the Sherbrooke Detachment, having recently arrived from Depot.

Sgt. Farrell discussed the RCMP's new race-based data collection feature. She explained that the information will be used for data collection and reporting purposes and to help determine whether perceptions may be impacting service delivery. She noted that the collection of the information does not change how an individual is served.

Sgt. Farrell provided an update on community outreach activities, including visits to local daycares and demonstrations of police vehicles, equipment, and drones. Members are also participating in local community events.

A significant portion of the presentation focused on intimate partner violence (IPV) and a new initiative involving 211. Sgt. Farrell explained that, based on her experience, supports have traditionally been more readily available to individuals' experiencing violence, while fewer supports have been available to individuals causing the violence. She noted that the initiative is intended to provide resources that may help address the cycle of violence and reduce the potential for future incidents.

Individuals who have been charged in relation to IPV may be provided with a confidential information card directing them to 211. The service can assist with housing, substance-use supports, counselling, mental health services, and other community resources. Sgt. Farrell advised that the initiative began in the Guysborough County District and is now being shared throughout Northeastern Nova Scotia.

Discussion included challenges associated with IPV in rural communities, including isolation, limited cell service, transportation and mobility, financial insecurity, privacy concerns, and difficulty accessing safe housing and counselling. Sgt. Farrell advised that RCMP members can assist individuals in getting to a safe location when required and that a domestic violence coordinator can assist with finding accommodations within the province.

Council was also advised that local victim services are available through the detachment. Local victim advocates follow up with individuals following an incident to determine what supports may be required. Sgt. Farrell noted that circumstances can be complex where individuals return to the same household and that supports for the entire family may be required.

Sgt. Farrell identified local organizations and programs that may assist individuals and families, including 211, the Antigonish Women's Resource Centre, the Naomi Society, Schools Plus, and a men's program operated through Community Services.

Sgt. Farrell advised that the RCMP will continue to follow up on the initiative and its use of 211 resources and will provide Council with updates.

10. Outside Committee Reports

- a. Port Bickerton Lighthouse Committee – August 28th, 2026
 - Please see the agenda/package for the outside committee report
- b. Sherbrooke Village Restoration Commission – June 26th, 2026
 - Please see the agenda/package for the outside committee report

11. Other Matters of Business:

- a. Staff Report – Sewer Lift Station Capital Project Contract Award
 - Teddy Stevens, Director of Public Works presented the Sewer Lift Station Capital Project Contract Award staff report as distributed in the meeting materials.

On motion of Councillor Tibbo and seconded by Deputy Warden Malloy, Council award the wastewater lift station repairs to Nova Arc Industries for the Main Street, Village and Hospital Road lift stations, in accordance with the three submitted quotes for materials and labour, for a total cost of \$19,800 plus HST, with the work to be funded through the Canada Community-Building Fund as approved in the 2026/27 capital budget.

Motion approved.

- b. Christmas at Sherbrooke Village Committee Appointment

On motion of Councillor O'Connell and seconded by Councillor Beaver, Council appoint Deputy Warden Beulah Malloy as the Municipality of the District of St. Mary's representative on the Christmas at Sherbrooke Village Committee for the 2026 Christmas at Sherbrooke Village event.

Motion approved.

12. CAO Report:

- Please see the Agenda/Package for the report; CAO McFarlane gave an overview of the report.
- CAO McFarlane highlighted the Municipality's 2026/27 tax sale process and thanked the Public Works Department for completing numerous projects over the summer months.

Adjournment

There being no further matters of business, Warden Fuller declared the meeting adjourned at 5:37pm.

Motion approved.

Recorded By
Janelle Fleet, Interim Municipal Clerk

Approved By
Warden Fuller



Municipality of the District of St. Mary's

Wednesday, October 21st, 2026

Council Meeting

Recommendations from Internal Committees of Council

Committee of the Whole – September 16th, 2026

On recommendation of Deputy Warden Malloy, seconded by Councillor Beaver, Council approve the award of the contract to Liscomb Lodge to provide a buffet dinner for the 2026 Community Heroes Appreciation Event, at a cost of up to \$9,500 plus tax, which is within the approved 2026/27 operating event budget.

Recommendation approved.

Fire Services Advisory Committee – September 23rd, 2026

On recommendation of Farlie Carroll, Sherbrooke VFD, seconded by Sandy Jack, Seashore VFD, Council direct staff to investigate the Municipality holding the insurance policies for the eight fire departments and provide recommendations to Council.

Recommendation approved.

Committee of the Whole – October 7th, 2026

On the recommendation of Councillor Beaver, seconded by Councillor Tibbo, Council approve the Warden sending the attached letter to the provincial Department of Environment and Climate Change requesting an extension of the Municipality's agreement with Clean Foundation to March 31st, 2028.

Recommendation approved.

On recommendation of Councillor O'Connell seconded by Councillor Tibbo, Council adopt a two-year term of office for both the Warden and Deputy Warden, and direct the Clerk to arrange for the election on October 21st, 2026, of the Warden and Deputy Warden in accordance with the Municipal Government Act and the Council Procedural Policy with both appointments to be effective October 31st, 2026. Further, that Committee of the Whole direct the Clerk to arrange for appointments to internal and external committees to be revised or confirmed on October 21st, 2026.

Recommendation approved.

On recommendation of Councillor Tibbo, seconded by Deputy Warden Malloy, Council ratify the emergency expenditure and award to Toromont CIMCO for the replacement of the Recplex brine pump seal, at a cost of \$9,118.04 plus HST and approve the purchase of the required parts for the condenser fan replacement, at a cost of \$3,848.56 plus HST, for a total cost of \$12,966.60 plus HST to be funded through the municipal operating budget line item for major repairs.

Recommendation approved.



Municipality of the District of St. Mary's

Box 296, 8296 Highway #7, Sherbrooke, NS B0J 3C0

James Fuller

Warden

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Date:

Department of Environment and Climate Change
Barrington Tower
1894 Barrington Street, Suite 1800
P.O. Box 442
Halifax, NS
B3J 2P8

Nova Scotia Department of Environment and Climate Change

Province of Nova Scotia

Re: Request to Extend Community Climate Capacity Program Participation

Dear **Honourable Timothy Halman**

On behalf of the Municipality of the District of St. Mary's, I am writing to request an extension of the Municipality's participation in the Community Climate Capacity (CCC) Program to March 31, 2028.

The Municipality has participated in the CCC Program since April 2024 through an agreement with Clean Foundation. The program has provided our small rural municipality with access to specialized expertise in areas including policy and planning, coastal flooding, GIS, energy, funding, and project management. This expertise would otherwise be difficult and costly for the Municipality to obtain.

Through the program, Clean Foundation has supported the Municipality in reviewing flood risk using updated coastal and riverine flood mapping and considering how this information can be incorporated into land-use planning, emergency management, and public engagement. This work has been important to the Municipality's current Housing Accelerator Fund coastal and watershed planning initiative.

The program has also supported the Municipality's Clean Energy and Municipal Facilities Energy Transition Study, including an assessment of the Recplex and opportunities related to energy efficiency, renewable energy, and longer-term municipal decarbonization.

As the Municipality's current agreement approaches its March 31, 2027, expiry, an extension would allow us to continue building on the work and capacity developed through the program and support the implementation of initiatives and the pursuit of external funding opportunities.

We understand that the overall CCC Program currently extends to March 31, 2028. We respectfully request that the province consider extending the Municipality's participation to that date.

Thank you for considering our request and for the support provided through the Community Climate Capacity Program.

Sincerely,

Warden James Fuller



Report to Council: Deputy Warden Beulah Malloy

Board/Agency/Organization: Christmas at Sherbrooke Village

Date Attended: Sept.18/2026

Location: Sherbrooke Village Office

Welcome and Introductions

November 27,28 and 29th

- **Friday Night is Free**
- **\$20 for the weekend**
- **Victorian Tea \$30 per person and can be booked online**
- **Craft Market tables are all booked**
- **Food Market is still to be finalized**
- **Workshops to be finalized**
- **Opening 11-7 on Saturday and Sunday 10-3**
- **Volunteer lunches are looked after**
- **Warming stations**
- **Santa's workshop**
- **Jingle Run**
- **Looking for volunteers**
- **Went over the financial budget**

Next meeting is being held on October 8th at 3pm



Report to Council

Member of Council: Deputy Warden Beulah Malloy

Board/Agency/Organization: Solid Waste

Date Attended: Sept28/2026

Location: Antigonish Municipal Office

ERSWM Meeting – Thursday, September 24th, 2026

Datacall 2026

- Tanya gave a quick update on the status of where each Municipal Unit was at on their Datacall survey: As of September 24th, the Town of Antigonish and the Town of Mulgrave were complete and the other 3 Municipalities were still not completed.

Summer Events that took place

- Tanya gave a report to the Committee on the events that had taken place over the summer.

Promotional Items:

- Tanya handed out a handout on various promotional items that she would like to have purchased in the near future. Committee mentioned about having more thermal bags purchased.
- Committee will review and will make a decision at our next meeting.

Depots

- Tanya gave a brief update on the status of the Depots in our areas. Tanya spoke with Lisa Kaulback – Senior Manager, Operations for Circular Materials. She

mentioned to me if a community member/business is interested in accepting materials for CM, and they are in a gap area, to reach out to her.

- Tanya shared an email with the Committee from Lisa to share with their Council.

2027-28 Budget

- Tanya has started proceedings with Julieanne Mattie for the upcoming budget.
- Tanya explained that a separate page of the budget will include the administration costs for each municipal unit will pay to help finance the ERSWM staff for things like the costs of an office and all administrative costs that the Municipality of Guysborough looks after now on, they're own.
- Meeting is tentatively being looked at in January of 2027 for all CAO's to go over these costs.

Antigonish Chamber of Commerce

- Tanya reached out to the Antigonish Chamber of Commerce to become a member.
- Tanya sent in the initial submission form. The cost is \$132 a year but as were a non-profit organization we only pay \$66.
- Still waiting on the invoice.
- Committee made a motion to except this payment.

Other Items

- We discussed the matter of the unsecured loads that are happening at the Beech

Hill Transfer Station

- Tanya gave an update of the Education and Outreach that will be happening within the Antigonish and Guysborough Counties over the projected months.

Next regular ERSWM meeting will be Thursday, November 19th, 2026.



2026-2027

CAO Report – Project Summary

For the period of September 1st to 30th, 2026

The Municipality of the District of St. Mary's

MAJOR PROJECT SUMMARY

1. Housing Initiatives –

CMHC- Housing Accelerator Fund (HAF)

A three-year project, funded through the HAF, has been initiated to design and replace the west side water main. The design is nearing completion by the municipality's contracted design firm, Strait Engineering. The replacement work will be scheduled over the following two fiscal years. A Request for Proposals for construction will be issued later this year.

2. Climate Change Projects –

The municipality continues to work closely with CLEAN Foundation to address priority actions from the municipality's approved Climate Change Action Plan. In September, the Flood Risk Review was completed, and preparations are underway for community engagement.

3. EMO/REMO –

- The first meeting of the REMO Executive Committee took place in September, marking the formal launch of the new REMO's operations.
- Full day Emergency Centre Coordination training was conducted in September for staff, as well as training on the provincial Alert Ready notification system.

4. Tourism Promotion & Electronic Content/Advertisements –

- Photos obtained from the summer River Days photo shoot.
- Fall images uploaded to Facebook and Tourism website; fall tourism social media campaign began.

5. Economic Development and Business Support–

- Updated Director of Economic Development position posted in September, the posting closes on October 19.

6. Finance –

- The 2026/27 property tax sale process has begun and properties proceeding to tax sale have now been sent to the Municipal Lawyer to have title searches completed.
- The 2025/26 Audited Financial Statements and required reporting were submitted to the Department of Municipal Affairs.

7. Upcoming Municipal Events

- 55+ Games scheduled for October 7 & 8
- Community Heroes Appreciation Event scheduled for October 22nd
- Pickle Ball started in September on Wednesday evenings
- Before and After School Programming started in September with 35 participants enrolled

8. Community Development and Recreation Programs

- a. House League Hockey, learn to skate, Adult Rec Hockey, 50+ Hockey, and curling preparations are underway
- b. Recplex readiness for opening planned to start October 1st.
- c. Provincial Volunteer Awards in Halifax was attended by the Warden, interim CDR Director and our municipal provincial volunteer of the year.
- d. Fitness Centre Orientations have been ongoing during September.
- e. Summer Day Camps program was provincially recognized for an award through Recreation Nova Scotia.
- f. Ongoing planning for the Guysborough County 55+ games, Fright Night and the Community Heroes Event.

9. Capital projects supporting Community Development and Recreation

- a. Connect 2 – Multi Use Trail Design – Strait Engineering presented the proposed design to Council in September. Working with Provincial Department of Public Works staff to confirm design requirements.
- b. Accessible Washroom 16 Main Street –Council awarded design contract to Strait Engineering in September. Work will be tendered for completion by end of March 2027.
- c. Recplex Drilled Well – Awaiting response to Sustainable Communities Challenge Fund grant application, which is expected in fall 2026.

10. Accessibility & Inclusion

- a. The Inclusion, Diversity, Equity, Anti-Hate & Accessibility Advisory Committee will meet in the fall to further prioritize and take recommendations to Council regarding the implementation of the municipality's 2026-28 Inclusion Plan, for consideration in the upcoming budget cycle for 2027/28.

11. Public Works

Municipal Utilities & Infrastructure

- The water main replacement has been completed in the Clover Farm parking lot. The electrical aspect of this job completed and is currently awaiting final inspection from Nova Scotia Power scheduled for October 13, 2026.
- Sewer plant exterior aeration piping has been completed by staff in September.
- A total of 25 new water meters have arrived and the installation of these meters has begun and will continue throughout the fall.
- Filter #1 overhaul has been completed. Public works operators are now commissioning the filter to be fully operational.

Capital Projects

Description	Update
16 Main Street Washroom Accessibility Renovations	Design contract awarded to Strait Engineering in September. Design underway.
Old Road Hill Multi-Use Path Construction Ready Design	Design presented to Council in September. Design being finalized in consultation with DOPW.
Cushion Tank Replacement	Complete.
Filter #1 Overhaul	Installation completed in September.
Agitator and Tank for Soda Ash Mixing	Complete.
West Side Water Main Replacement	Draft design plans received and being finalized for tender later this fall.
Water Main Replacement (Clover Farm Parking Lot)	Complete, pending NS Power final inspection.
Water Meter Replacement	Meters being installed throughout the year.
Water Treatment PLC Replacement	Awaiting quote from vendor; requesting Council approval in November.
Outside Storage for Chemical Barrels	Complete.
Hospital Road Lift Station Pedestal Replacement Village Lift Station Check Valve Replacement Main Street Lift Station Overflow Gasket Replacement	Council approved award of construction contract in September. Work will be taking place over the fall.
I&I Recommendations – Flushing and Videoing Sewer Lines, Lift Station Clean Outs	Quote received for flushing. Obtaining quote for video work prior to requesting Council approval.
Lift Station Electrical Panel Upgrade – Two-Year Project	Project will be deferred to 2027/28.
Sewer Plant Exterior Aeration Piping	Completed in September.
Sewer Blower Replacement	Complete.
Ice Edger	Complete.
Drilled Well for St. Mary's Recplex	Awaiting response to grant application to Sustainable Communities Challenge Fund.
Recplex Surge Protector	Quotes requested from Suburban Electric. Work is planned to be completed in winter 2026/27.
Solar RFP	Recplex Energy Transition completed in July 2026. Results to be presented to Council in fall.
Truck Purchase	Complete.



EMERGENCY SERVICES REPORT

October 21, 2026

Director of Emergency Services

Emergency Management

We held our first Executive Committee meeting September 10, this brought together 2 elected officials from St. Mary's, Mulgrave and Guysborough along with the three CAOs, the EMC and EMC alternates. This meeting outlined the roles and responsibilities of this Committee and Council during an ECC activation. This meeting approved the Development of a Guysborough County Regional Emergency Management Facebook page to be able to share information. This Facebook page is active and will be sharing emergency management information. Dates and times were set for the next two meetings of November 26, 2026, and January 14, 2027.

Invites have been sent out for the Elected Officials training being facilitated by our Consultant. This is an extremely important 3-hour session, and I encourage everyone to make every effort to attend. Supper will be provided. The Executive Committee chose a location and picked a later time to help those who work daytime hours. The training will be held from 4:00pm to 7:00pm at the Guysborough Municipal Office in Council Chambers and will hopefully be attended by all elected officials within the REMO.

The first REMO Planning Committee meeting was held on September 24th. It was attended by a multitude of different partners who will be essential if a disaster or emergency were to happen. Within this meeting we finished the Hazard Identification Risk Assessment for the entire REMO. This is essential moving forward for Contingency Planning and risk assessments. The next meeting will be held in November. The HIRA will be sent to CAOs for approval. A graphic will then be included in the All-Hazard Plan.

The first of two Emergency Coordination Centre (ECC) courses have been completed, the next is scheduled for October 15. This is the first step in training all staff to the standards set forth by the Department of Emergency Management. Position specific ECC training will be held later this month (October 20, 21, 22). A full-scale Mock Exercise being facilitated by our consultant will be held December 10th with our partner agencies participating in the exercise.

After the first ECC course I was tasked with creating logins for a Provincial program called WebEOC. This is a program that will allow ICS reports to be completed digitally, allowing easier access to information during an incident. Plans, comfort centres, shelters and other



EMERGENCY SERVICES REPORT

October 21, 2026

Director of Emergency Services

mapping information is also found on this program, making information easier to access during stressful times.

Alert Ready training was attended in Antigonish at the County Office on September 28th by Lesley, Teddy, Sean, Shawn and I. The day was very informative and will allow us to use the National Alert Ready Program to send Intrusive and Non-intrusive alert during an incident. We will have full access once we complete our required practice alerts and those are graded.

The final rough drafts of our All-Hazard Plan and condensed All-Hazard Plan are currently being edited and will be sent to the Executive Committee for Approval to bring to Council as a Report and Recommendation to adopt the new plans. Within these plans is the ECC Activation plan that includes a checklist on how to activate an ECC for staff to use.

I will be attending the Department of Emergency Management conference on October 13. I will provide any updates from this conference that are important at the Council meeting on October 21.

Moving into the next month and beyond, I am eager to advance our training initiatives, continue stakeholder engagement and finalize the All-Hazard and contingency plans.

I look forward to the continued collaboration.

Warden & Deputy Warden Election

SUMMARY

The current two-year terms of the Warden and Deputy Warden, adopted by Council on October 30, 2024, will expire in October 2026. Council is asked to determine the term of office for the new Warden and Deputy Warden prior to their selection and to proceed with the elections in accordance with the Municipal Government Act and the Council Procedural Policy.

BACKGROUND

At the October 30, 2024, Inaugural Council Meeting, Council adopted a two-year term for the Warden and Deputy Warden positions. Councillor James Fuller was selected as Warden and Councillor Beulah Malloy was selected as Deputy Warden.

The current terms will end on October 30, 2026. The election of Warden and Deputy Warden is scheduled for October 21, 2026.

Section 5.3.6 of the Council Procedural Policy provides that the Warden holds office for four years unless, prior to the selection of a Warden, Council adopts a shorter term in accordance with section 12(2) of the Municipal Government Act (MGA). Section 5.3.10 contains the same requirement for the Deputy Warden under section 16(2) of the MGA.

The Council Procedural Policy establishes the election process. Nominations are received verbally and are closed by a seconded motion. Candidates who allow their names to stand may address Council for up to five minutes. Voting is by secret ballot, with ballots counted by staff. A candidate must receive a majority. If no majority is achieved, the candidate with the lowest number of votes is removed and another ballot is held. The process continues until a candidate receives a majority or only two candidates remain. The Deputy Warden election follows immediately after the Warden election and is conducted in the same manner, usually with the Warden presiding.

CONSIDERATIONS

- Council must determine the term of office for the Warden before the Warden is selected and must determine the term of office for the Deputy Warden before the Deputy Warden is selected.
- The current two-year terms of the Warden and Deputy Warden will end on October 30, 2026. To maintain the arrangement established in 2024, Council may adopt a two-year term for both positions.
- The election of Warden and Deputy Warden is proposed to be scheduled for October 21, 2026.

- The Clerk or CAO will administer the election process. As the election is proposed to take place while the prior terms are still valid, the current Warden can preside over the remainder of the October 21st meeting.
- The election is to be conducted in accordance with the Council Procedural Policy and the MGA. Ballots related to the election are to be destroyed after the declaration of the Warden and Deputy Warden, unless Council decides by majority vote to retain them.
- The duties of Warden, unique from other members of Council, are substantial, and include:
 - Presiding at all meetings of Council
 - Providing direction in agenda/meeting composition; weekly meeting with CAO
 - May monitor the administration per the MGA and recommend measures to the Council
 - Requiring meetings of Council to be called, or cancelled
 - Represent and speak on behalf of Council and the municipality
 - Determining that an emergency exists, declaring Local State of Emergency
- The Deputy Warden must act in the absence or inability of the Warden, or when the office of Warden is vacant.
- In addition, either the Warden or Deputy Warden must be appointed to the Regional Emergency Management Executive Committee, as per the Regional Emergency Management Organization Agreement.
- If the Warden or Deputy Warden appointments change, Internal and External Committee Appointments may need to be revised.
- The following is a table of 2026-27 Committee Appointments

Staff Report



The Municipality of the District of St. Mary's

For the year April 2026 – March 2027
Internal/External Committees of Council

INTERNAL COMMITTEES		2026-2027
Inclusion, Diversity, Equity, Anti-Hate & Accessibility Advisory Committee (IDEAA)	Warden Fuller Alternate: <u>Councillor Tibbo</u>	
Audit Committee	<i>Open to all <u>Councillors</u></i>	
Fences and Arbitration Committee	Warden Fuller Alternate: <u>Councillor Tibbo</u>	
Fire Services Advisory Committee	Warden Fuller Deputy Warden Malloy Councillor O'Connell	
Joint Occupational Health & Safety Committee	Deputy Warden Malloy Alternate: Warden Fuller	
Source Water Protection Advisory Committee	<u>Councillor O'Connell</u> Alternate: <u>Councillor Beaver</u>	
Regional Emergency Management Organization (REMO) Executive Committee	Warden Fuller <u>Councillor Beaver</u>	
EXTERNAL BOARDS/AGENCIES		2026-2027
Eastern Counties Regional Library Board	Warden Fuller Alternate: <u>Councillor Tibbo</u>	
Eastern Region Solid Waste Management	Deputy Warden Malloy Alternate: <u>Councillor Tibbo</u>	
Guysborough Community Health Board	<u>Councillor Tibbo</u> Alternate: <u>Councillor Beaver</u>	
Tourism Guysborough County Association	<u>Councillor Beaver</u> Alternate: <u>Councillor O'Connell</u>	
Guysborough County Home Support Agency	<u>Councillor O'Connell</u> Alternate: <u>Councillor Tibbo</u>	
Port Bickerton & Area Planning Association	Deputy Warden Malloy Alternate: Warden Fuller	
Sherbrooke Restoration Commission	<u>Councillor O'Connell</u> Alternate: Warden Fuller	
Christmas at Sherbrooke Village	Deputy Warden Malloy	

RECOMMENDATIONS

Committee of the Whole recommend that Council:

1. Adopt a two-year term of office for the Warden.
2. Adopt a two-year term of office for the Deputy Warden.
3. Direct the Clerk to arrange for the election of Warden and Deputy Warden in accordance with the Municipal Government Act and the Council Procedural Policy, on October 21st, 2026 with both appointments to be effective October 31st, 2026.
4. Direct the Clerk to arrange for appointments to Internal and External Committees to be revised or confirmed on October 21st, 2026.