



*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, January 15<sup>th</sup>, 2025, at 6:00 p.m. in the Council Chambers, Sherbrooke, N.S.

### **2. Attending:**

Warden James Fuller  
Deputy Warden Beulah Malloy  
Councillor Dana O'Connell  
Councillor Scott Beaver

### **Absent with Regrets:**

Councillor Emma Tibbo

### **Also Attending:**

Doug Patterson, Chief Administrative Officer (CAO)  
Marian Fraser, Director of Finance (DOF)  
Jadzia Rudolph, Municipal Clerk  
Mallory Fraser, Director of Community Development and Recreation  
Keren Ruller, Director of Economic Development

### **3. Additions to the Agenda:**

- Addition to 9. H.) In-Camera: Contract Negotiations

### **4. Approval of the Agenda:**

*On the motion of Councillor O'Connell and seconded by Deputy Warden Malloy Council approved the agenda with the addition 9. H) In-Camera Negotiations.*

***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 January 2<sup>nd</sup>, 2025, with the correction/completion of sentence under 7. F.) budget deliberation timeline.*

***Motion approved.***

### **6. Business Arising from the Minutes:**

- There was no business arising from the minutes.

## 7. Correspondence:

a. Email from Brian Cullen, CAO, Municipality of Pictou County

Doug Patterson, Chief Administrative Office (CAO) received an email from Brian Cullen, CAO of the Municipality of Pictou County regarding recently releasing public drafts of the new Municipal Planning Strategy and Land Use Bylaw. Brian Cullen, CAO of Municipality of Pictou County invites the Municipality of the District of St. Mary's to review and provide feedback.

b. Email from Nova Scotia Federation of Municipalities regarding Code of Conduct Training

Doug Patterson, Chief Administrative Officer (CAO) received an email from Nova Scotia Federation of Municipalities invited all municipal elected officials and village commissioners to register for the upcoming Code of Conduct training sessions this month.

## 8. Presentation:

a. Whale Sanctuary – Charles Vinick, Lori Marino, Alexandra Vance, Amy Simon

Please see the Agenda/Package for the presentation. Charles Vinick, Executive Director of the Whale Sanctuary provided Council with an update on the current status of the Whale Sanctuary Project. The Whale Sanctuary group reports having provided the province with all requested/required materials. The Whale Sanctuary group is still working with local resident questions.

b. Sherbrooke Village – York Lethbridge, David Nadler

York Lethbridge, Executive Director of Sherbrooke Village provided Council with a presentation about the current situation of the Christmas events at Sherbrooke Village. Mr. Lethbridge advised Council that Sherbrooke Village hopes to evolve a committee that will be a new "Victorian Christmas" committee that is going to be responsible for the Christmas event. In the past the municipality has contributed fire works (or cash equivalent), along with staffing support.

*On recommendation of Councillor O'Connell, seconded by Deputy Warden Malloy, Council agree to support the new "Victorian Christmas" with funding at the minimum of the current amount given annually.*

***Recommendation adopted.***

## 9. Other Matters of Business:

a. Clean Foundation – QUEST Program

Please see the Agenda/Package for the report. Administered through QUEST the Net-Zero Community Accelerator (NCA) Program equips communities in Canada with the tools and knowledge to develop and implement Community Energy and Emissions Plans (CEEP) and understand the net economic benefit they can provide.

*On recommendation of Deputy Warden Malloy seconded by Councillor Beaver, Council approve participation in the QUEST NCA program at a cost of \$3,000 as part of the 2024-2025 Economic Development Climate Change projects budget.*

***Recommendation adopted.***

b. Clean Foundation – Climate Resilient Coastal Communities

Please see the Agenda/Package for the report. This program aims to balance climate risk management with the challenges of aging infrastructure and the need for new infrastructure to support growing and developing communities.

*On recommendation of Councillor Beaver, and seconded by Councillor O'Connell, Council approve The Municipality of St. Mary's participation in the Climate Resilient Coastal Communities Program in collaboration with the Clean Foundation and commit \$8,750 from the 2024-2025 economic development climate change project budget.*

**Recommendation adopted.**

c. Active Living Coordinator Salary Band Review

The active living coordinator role is based on the provincial Physical Activity Leader (MPAL) program which is a cost share program between a participating municipality and the Nova Scotia Department of Communities, Culture, Tourism and Heritage. Participating Municipalities receive base funding of \$25,000 per annum for the role and each municipality pays the difference to complete the funding for their local MPAL/Active Living role. Upon approval of the salary band change the Department of Community Development and Recreation will continue its current hiring activities for a new Active Living Coordinator utilizing the new salary band.

*On recommendation of Councillor O'Connell and seconded by Deputy Warden Malloy, Council approve the salary band change for the municipal Active Living Coordinator from \$33,946 to \$42,432 per annum to \$44,600 to \$55,750 per annum beginning immediately until March 31st, 2026*

**Recommendation adopted.**

d. Stonewall Park Tourist Interactive Panel Project

Please see the Agenda/Package for the report. The proposed project will consist of new displays showing valued local wildlife. Examples would be wood turtle, moose, Atlantic salmon or the boreal owl. The second display will give a description of the creature, why it's rare and talk about why this specific species thrives in St. Mary's. The display will also support the Ecologically Significant Area (ESA) candidacy with a description of what an ESA is and what a candidacy means.

*On recommendation of Deputy Warden Malloy seconded by Councillor O'Connell, Council direct staff to explore and validate available funding and terms of funding applicable to the proposed Stonewall Park Tourist Interactive Panel Project and report back to council with an implementation plan.*

**Recommendation adopted.**

e. Housing Policy Support

Please see the Agenda/Package for the report. In summer and fall of 2024 the Municipality engaged the services of ZZAP Consulting of HRM to complete a neighborhood concept plan. The municipal request for proposal (RFP) for the housing concept work asked broad questions about services offered in support of municipal needs and the ZZAP proposal offered further planning support to take next steps in support of the neighborhood concept plan. The funds are available in the approved 2024/2025 capital budget for housing initiatives and are funded 100% through applicable grant money under the Nova Scotia Sustainable Services Growth Fund.

*On recommendation of Councillor Beaver seconded by Councillor O'Connell, Council approve the proposed housing development planning project and to award the identified work to ZZAP Consulting for \$32,000.00 plus HST and be funded under the Nova Scotia Sustainable Services Growth Fund grant.*

**Recommendation adopted.**

f. 2025-2026 Low Income Tax Exemption Application

Please see the Agenda/Package for the report. Each year prior to Council adopting their annual budget Council reviews the qualification guidelines for the program including the amount for the annual income from all sources of all adults living in the household for the previous calendar year and the dollar amount of the credit applied. For the fiscal year 2024-2025 there were 55 (56 in 2023-2024) eligible applicants who utilized the exemption, which equaled a \$9,900 operating expense for the Municipality. Council discussed and directed staff to investigate how a tiered system would benefit.

g. Update to Meeting Dates – Verbal

Council discussed moving the regular council meeting to the third Wednesday of every month at 6:00 pm followed by a Committee of the Whole meeting.

*On recommendation of Councillor O'Connell and seconded by Deputy Warden Malloy, Council agree to change the regular council meeting from the second Monday at 6:00 pm every month to the third Wednesday at 6:00 pm every month followed by a COTW meeting directly afterwards.*

**Recommendation adopted.**

h. In-Camera: Contract Negotiations

*On motion of Deputy Warden Malloy seconded by Councillor Beaver, Council agree to move In-Camera for Contract Negotiations at 7:30 pm.*

**Motion approved.**

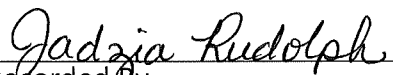
*On motion of Deputy Warden Malloy, seconded by Councillor O'Connell, Council reconvene to regular session at 7:49 pm.*

**Motion approved.**

## **Adjournment**

*On motion of Deputy Warden Malloy, and seconded by Councillor O'Connell, there being no further matters of business, Council adjourned at 7:50 p.m.*

**Motion approved.**

  
Recorded By  
Jadzia Rudolph, Municipal Clerk

  
Approved By  
Warden Fuller