



NOTICE

MEETING: Committee of the Whole

DATE: Wednesday, September 16, 2026

TIME: Immediately After Council Meeting

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
Wednesday, September 16, 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 COTW held Wednesday September 2nd, 2026
6. Business Arising from Minutes
7. Correspondence
 - a. St. Martha's Regional Hospital Name Change
 - b. October Lunch & Learn – Municipal Fraud Research
 - c. Invitation RCMP Nova Scotia Change of Command Ceremony
8. Presentation: Strait Engineering - Multi-Use Trail Design
 - a. Drawings of Design
9. Other Matters of Business
 - a. Staff Report – Community Heroes Appreciation Event – Contract Award

Adjournment



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, September 2nd, 2026

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, September 2nd, at 5:01pm. 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
Kelsey Reese, Director of Emergency Services

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

Warden Fuller called for any errors or omissions to the minutes of the COTW Meeting held July 15th, 2026. Hearing none, the Warden declared the minutes approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. RCMP From the Cruiser – July 2026
 - Council reviewed the correspondence. Warden Fuller commended the local RCMP for their involvement and engagement with the community and school.
- b. Sonora Community Hall Request
 - Council reviewed the correspondence.

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

Recommendation approved.

- c. EA Decision – Harbour Hills Wind Project
 - Council reviewed the correspondence and requested that staff provide any additional information received as it becomes available.
- d. Nick Spears – Thank You Letter
 - Council reviewed the correspondence and expressed their appreciation for the kind letter.

8. Presentation: REMO Coordinator Kelsey Reece – REMO Update

- Council received an update on regional emergency management activities, including upcoming committee meetings and training initiatives. Staff are continuing work on the All-Hazard Plan, which will be reviewed by the Executive Committee before being brought forward to Council. Community outreach efforts are also underway, with a focus on engaging local groups in emergency preparedness initiatives. Council members were asked to provide suggestions for community groups that may be interested in participating.

9. Other Matters of Business:

- a. Staff Report - November 4th, 2026, COTW to be moved to November 2nd, 2026, due to NSFM
 - Council reviewed staff report as distributed in the meeting materials.

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

Recommendation approved.

- b. Staff Report – 16 Main Street Accessible Washroom - Design Contract
 - CAO, Lesley McFarlane presented staff report as distributed in meeting materials.
 - Councillors asked whether exterior cameras could be considered and suggested exploring the initiative as part of the strategic planning process. The CAO advised that privacy considerations would need to be assessed.

On recommendation of Councillor O'Connell 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.

Recommendation approved.

On recommendation of Deputy Warden Malloy, seconded by Councillor Tibbo, Council direct staff to proceed with public procurement for the construction phase of the 16 Main Street washroom and return with recommendations to Council.

Recommendation approved.

On recommendation of Councillor Beaver, 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.

Recommendation approved.

10. In-Camera: Contract Negotiations & Personnel Matters

On motion of Councillor O'Connell, seconded by Councillor Tibbo, Council agreed to move In-Camera for Contract Negotiations at 5:22pm.

Motion approved.

On motion of Councillor Tibbo, seconded by Deputy Warden Malloy, Council agreed to reconvene to regular session at 7:29pm.

Motion approved.

On recommendation of Councillor O'Connell, seconded by Councillor Beaver, Council approve the revised scope of the Director of Economic Development position, with a 2026/27 salary scale of \$85,770 to \$105,713.

Recommendation approved.

On recommendation of Deputy Warden Malloy, seconded by Councillor Tibbo, 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.

Recommendation approved.

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

Recommendation approved.

Adjournment

There being no further matters of business, Warden Fuller declared the meeting adjourned at 7:30pm.

From: Gilbert, Lynn

Sent: August 26, 2026 3:43 PM

To: Lesley McFarlane

Subject: St. Martha's Regional Hospital name change effective October 1, 2026

Hi Lesley,

Hope this email finds you well and you are having a lovely summer!

Just want to share an important update for warden and council about St. Martha's Regional Hospital.

Effective October 1, 2026, the hospital will become **Antigonish Memorial Regional Hospital**.

The transition will follow the conclusion of the Mission Assurance Agreement with the Sisters of St. Martha and the Department of Health and Wellness on September 30, 2026. The new name was informed by suggestions received during internal engagement sessions and activities held in June with hospital staff, physicians, volunteers, and learners.

Antigonish reflects the geographic location of the hospital; **Memorial** recognizes the site's history and the Sisters' 120 years of dedication, care, and service; and **Regional Hospital** reflects the level of care and services provided at the site. The name also aligns with Nova Scotia Health's Facility Naming policy.

In addition to sharing this information with warden and council, please update any materials you have (i.e. directories, referral information, plans, records, etc.) to use **Antigonish Memorial Regional Hospital** as of October 1, 2026. Please also share this notice with your colleagues and teams who may need to make related updates. The hospital's location and main contact information remain unchanged.

Work is underway across Nova Scotia Health to update priority signage, website, and other materials by October 1, wherever possible. Some changes may continue after that date as part of the broader transition.

Transition planning also includes recognition activities and the development of a permanent reflection space at the hospital. These efforts will honour the vital role the Sisters have played and help carry forward their living legacy of care, compassion, dignity, and community connection.

We value your partnership and appreciate your support as the hospital begins this next chapter. If you, warden, or council have questions or require additional information, please reach out.

Thank you,

Lynn

From: NSFM Communications <communications@nsfm.ca>

Sent: September 1, 2026 11:00 AM

Subject: Register for NSFM's October Lunch & Learn: Municipal Fraud Research

Dear NSFM Members,

Join us for NSFM's October Lunch & Learn, **Municipal Fraud Research**

Municipal councillors play an important role in supporting accountability, oversight and good governance; yet fraud-related responsibilities are not always clearly understood. This session will share findings from Exploring Fraud Responsibility: A Municipal Perspective, a research project examining how councillors, mayors, senior municipal staff and community representatives understand fraud risk and responsibility in municipal settings. Drawing on interviews with municipal stakeholders across Canada, the session will highlight key insights related to fraud awareness, council's oversight role, audit committees, communication with staff and auditors and more. Participants will learn from the experiences and perspectives of others working in municipal contexts and leave with practical takeaways, including common pitfalls, best practices and questions councillors can ask to help strengthen municipal governance.

Event Details:

Date: Thursday, October 15

Time: 12:00 PM - 1:00 PM

Register: [Click here to register](#)

Presenters:

Zac Konings - Assistant Professor at Acadia University and PhD Candidate at Saint Mary's University

Jane Fraser - Assistant Professor at St. Francis University and PhD Candidate at Saint Mary's University

Natalia Kochetova - Professor of Accounting and Auditing at Sobey School of Business, Saint Mary's University

Anyone can join and we encourage all municipal elected officials and staff to attend this timely session.

NOVA SCOTIA FEDERATION OF MUNICIPALITIES

You're cordially invited to attend the



Change of Command Ceremony

In honour of

Assistant Commissioner Dan Morrow

As the Commanding Officer of the

Nova Scotia Royal Canadian Mounted Police

Wednesday, October 7, 2026 at 1 p.m.

Willow Park Armoury
3225 Husky Drive, Halifax, Nova Scotia

Reception to follow

Business dress or dress uniform

RSVP by October 1, 2026 to
HdivCommandingOfficer@rcmp-grc.gc.ca



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Canada

Vous êtes cordialement invité à la



Cérémonie de passation du commandement
du
commissaire adjoint Dan Morrow
à titre de commandant divisionnaire de la
Gendarmerie royale du Canada en Nouvelle-Écosse

Mercredi 7 octobre 2026, à 13 h

Willow Park Armoury
3225, promenade Husky, Halifax (Nouvelle-Écosse)

Une réception suivra

Tenue de ville/professionnelle ou uniforme de cérémonie

Veuillez répondre d'ici le 1 octobre 2026
HdivCommandingOfficer@rcmp-grc.gc.ca



Gendarmerie royale
du Canada

Royal Canadian
Mounted Police

Canada

LIST OF DRAWINGS

10 PLAN STA. 0+000 - 0+360
20 PLAN STA. 0+360 - 0+720
30 PLAN STA. 0+720 - 0+780
40 SECTIONS
50 DETAILS AND CONSTRUCTION NOTES

OLD ROAD HILL
MULTI-USE TRAIL

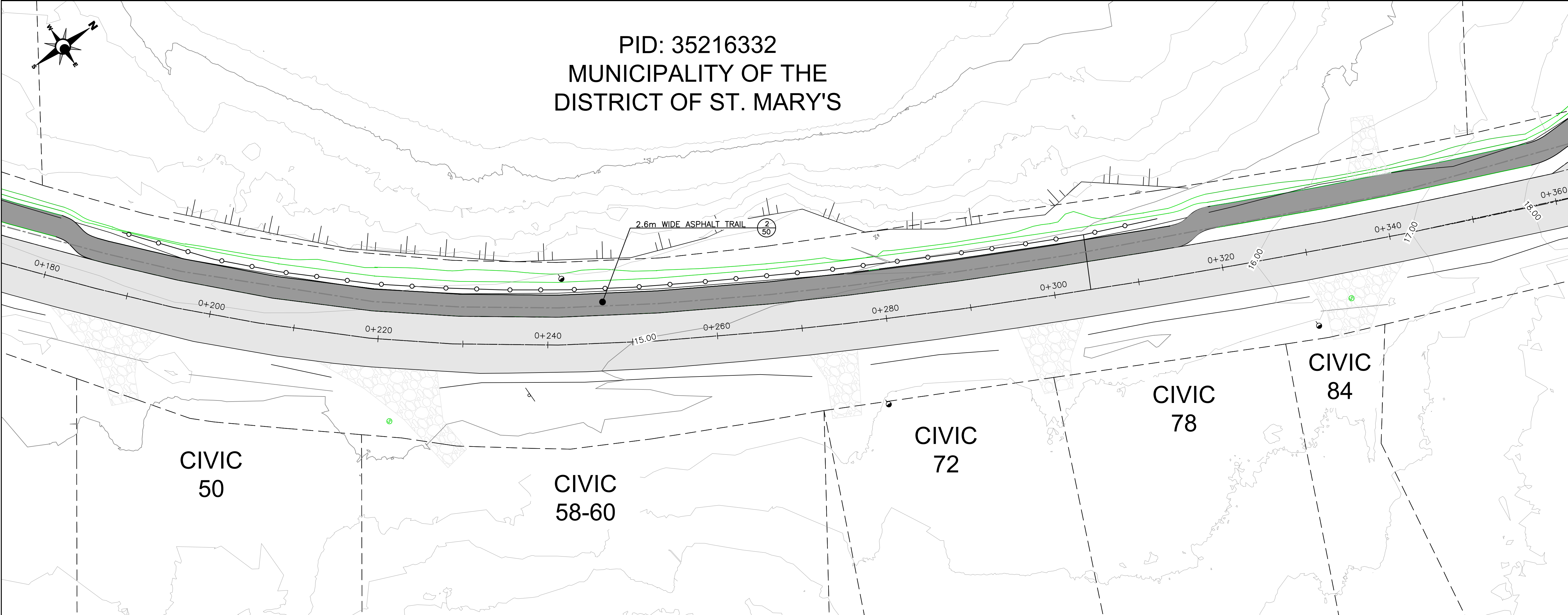
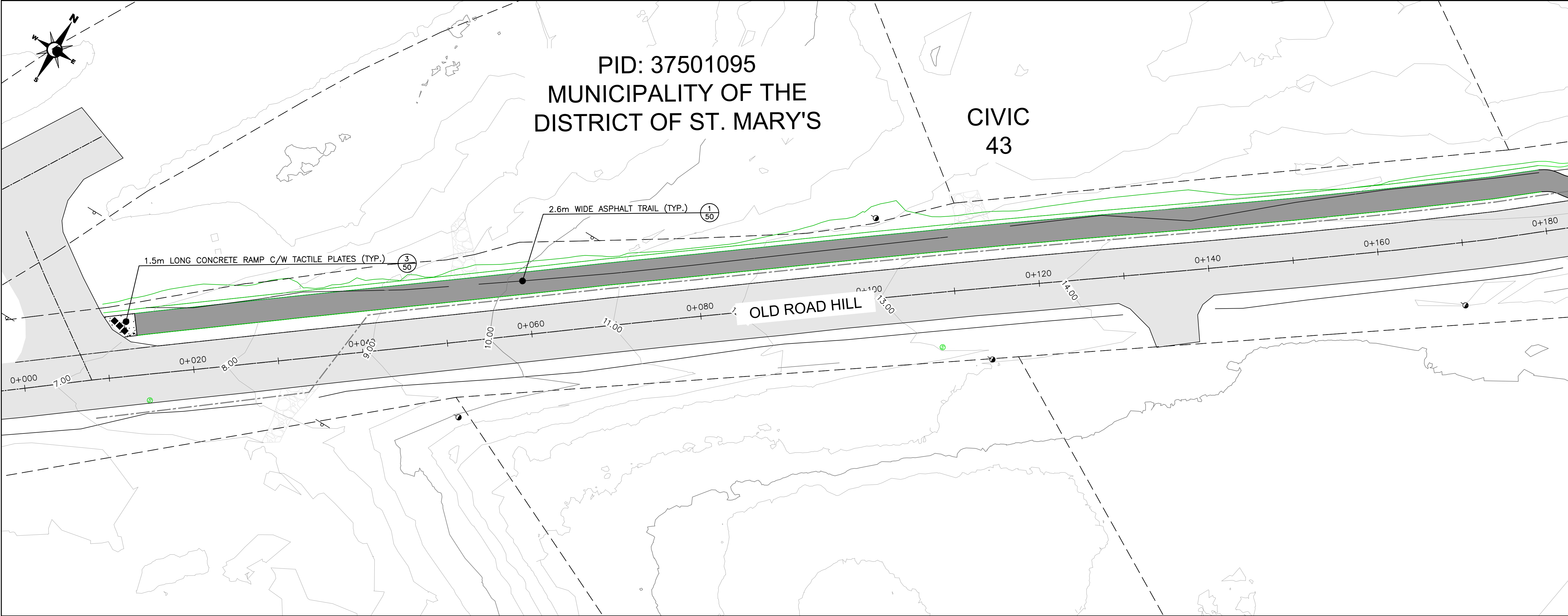


MUNICIPALITY OF THE
DISTRICT OF ST. MARY'S

PROJECT No. 26-13

ISSUED: 2026/06/22 FOR REVIEW

SET NO. _____



KEY PLAN

LEGEND

XX.X

EXISTING CONTOURS

ASPHALT AT TRAIL SURFACE

EXISTING ASPHALT SURFACE

EXISTING GRAVEL SURFACE

NEW CONCRETE RAMPS

EXISTING CONCRETE SURFACE

POWERPOLE

GUARDRAIL

PROPERTY LINE

EXISTING WATERLINE

EXISTING SANITARY MANHOLES

EXISTING CATCH BASINS

EXISTING GATE VALVES

EXISTING FIRE HYDRANTS

STREET SIGNS

CREST OF SLOPE

COORDINATE SYSTEM INFORMATION

NAD83(CSRS)

EPOCH

2010

3' MTM

ZONE

4

SCALE

0 2.5 5 7.5 10 12.5m

1:250

REVISION TABLE

NO.	REVISION	KC	DM	JW	26/06/22
1	ISSUED FOR REVIEW				
	REVISION	DWG.	CHK.	SVY.	DATE

STRAIT ENGINEERING LIMITED

PORT HAWKESBURY, NOVA SCOTIA

CLIENT:

MUNICIPALITY OF THE DISTRICT OF ST. MARY'S

PROJECT:

OLD ROAD HILL MULTI-USE TRAIL

DWG: KC

CKD: DM

APP: DM

SCALE: 1:250

DATE: 26/06/22

SITE PLAN

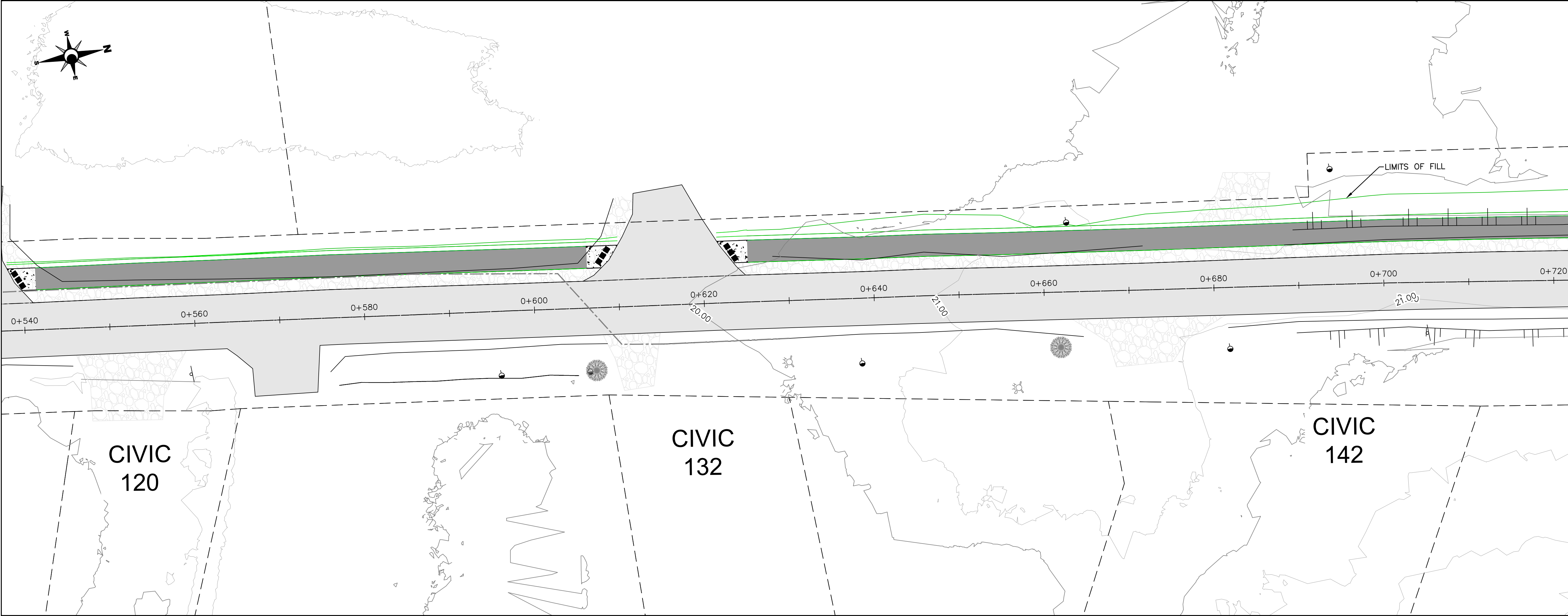
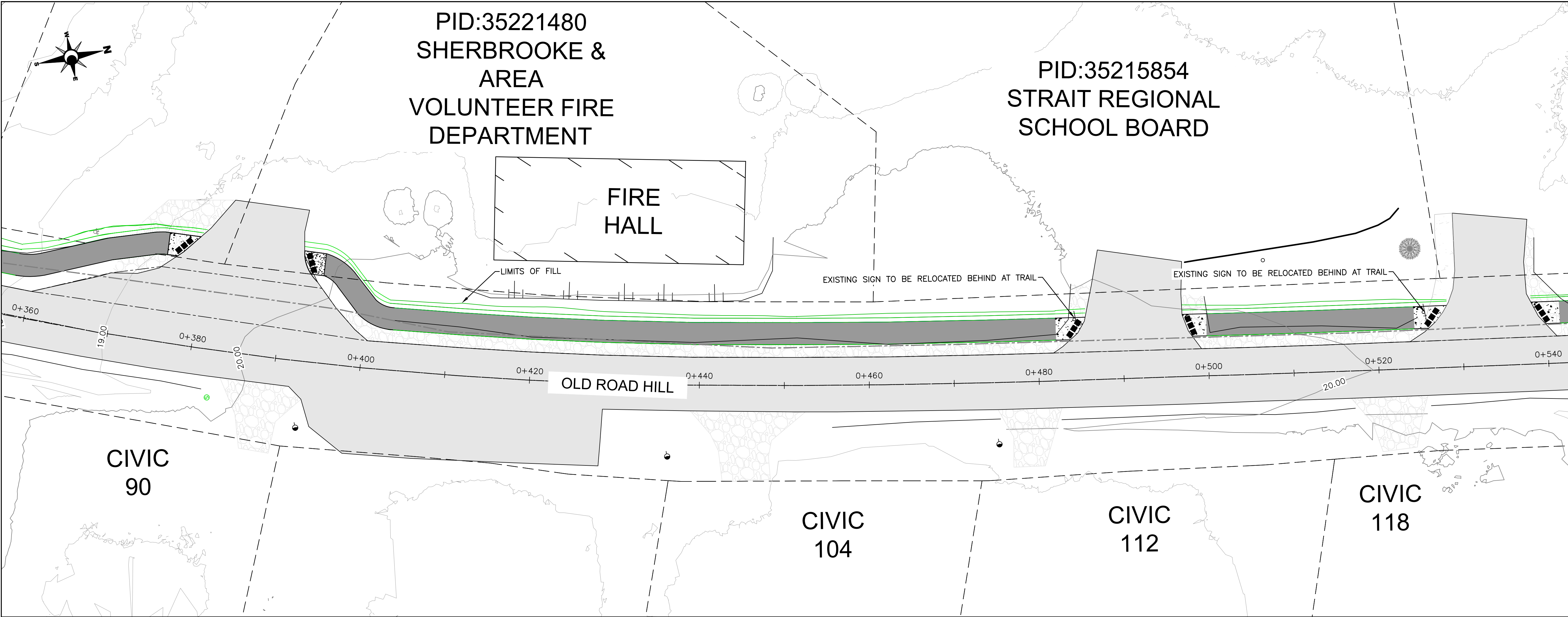
STA. 0+000 - 0+360

PROJECT

26-13

DRAWING

10



KEY PLAN	
LEGEND	
XX.X	EXISTING CONTOURS
	ASPHALT AT TRAIL SURFACE
	EXISTING ASPHALT SURFACE
	EXISTING GRAVEL SURFACE
	NEW CONCRETE RAMPS
	EXISTING CONCRETE SURFACE
	POWERPOLE
	GUARDRAIL
	PROPERTY LINE
	EXISTING WATERLINE
	EXISTING SANITARY MANHOLES
	EXISTING CATCH BASINS
	EXISTING GATE VALVES
	EXISTING FIRE HYDRANTS
	STREET SIGNS
	CREST OF SLOPE

COORDINATE SYSTEM INFORMATION		
NAD83(CSRS)	EPOCH	2010
3" MTM	ZONE	4



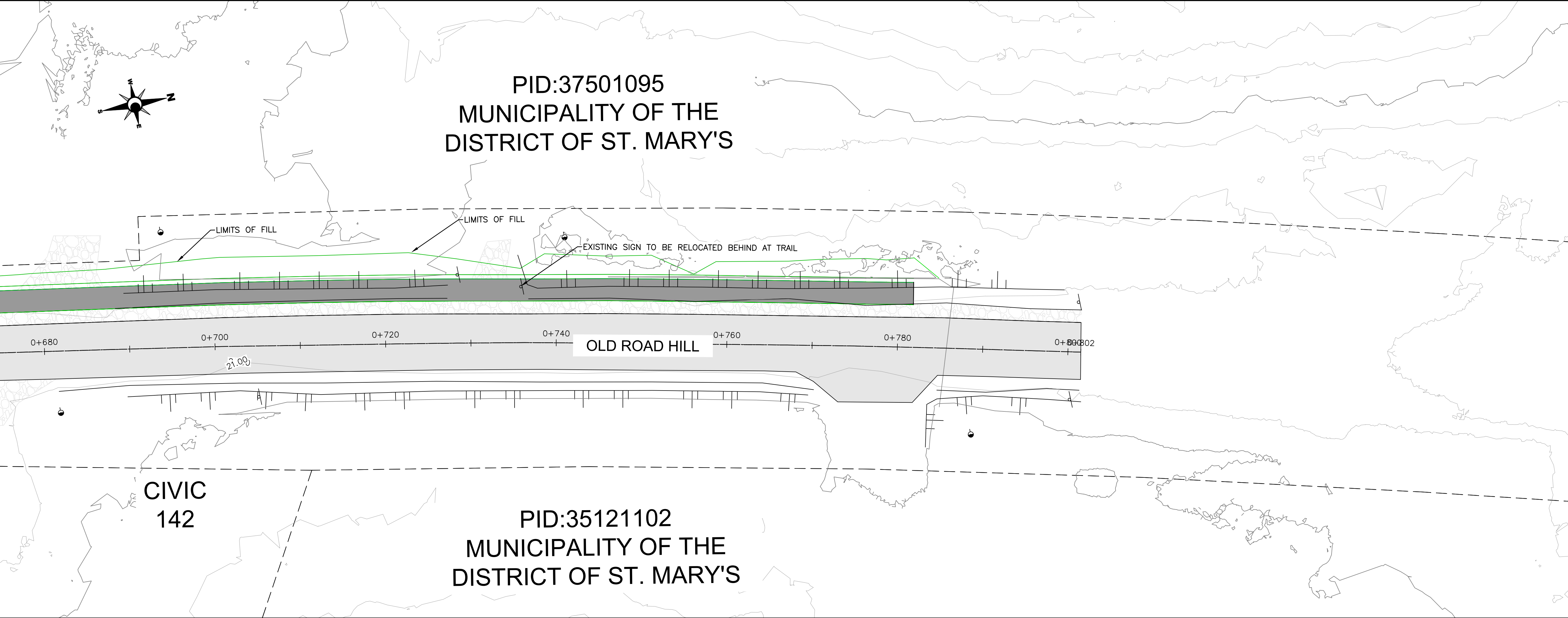
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1	ISSUED FOR REVIEW				26/06/22
	REVISION	DWG.	CHK.	SVY.	DATE

STRAIT ENGINEERING LIMITED
PORT HAWKESBURY, NOVA SCOTIA

CLIENT:
MUNICIPALITY OF THE DISTRICT OF ST. MARY'S

PROJECT:
OLD ROAD HILL MULTI-USE TRAIL

DWG. KC	SITE PLAN STA. 0+360 - 0+720	PROJECT
CKD. DM		26-13
APP. DM		DRAWING
SCALE: 1:250		
DATE: 26/06/22		
		20



KEY PLAN

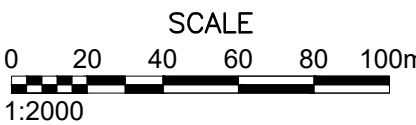


LEGEND

- XX.X EXISTING CONTOURS
- ASPHALT AT TRAIL SURFACE
- EXISTING ASPHALT SURFACE
- EXISTING GRAVEL SURFACE
- NEW CONCRETE RAMPS
- EXISTING CONCRETE SURFACE
- POWERPOLE
- GUARDRAIL
- PROPERTY LINE
- EXISTING WATERLINE
- EXISTING SANITARY MANHOLES
- EXISTING CATCH BASINS
- EXISTING GATE VALVES
- EXISTING FIRE HYDRANTS
- STREET SIGNS
- CREST OF SLOPE

COORDINATE SYSTEM INFORMATION

NAD83(CSRS)	EPOCH	2010
3" MTM	ZONE	4



REVISION TABLE

NO.	REVISION	KC	DM	JW	26/06/22
1	ISSUED FOR REVIEW	KC	DM	JW	26/06/22

SE TRAIT
ENGINEERING
LIMITED

PORT HAWKESBURY, NOVA SCOTIA

CLIENT:

**MUNICIPALITY OF THE DISTRICT
OF ST. MARY'S**

PROJECT:

**OLD ROAD HILL
MULTI-USE TRAIL**

DWG: KC
CKD: DM
APP: DM
SCALE: 1:250
DATE: 26/06/22

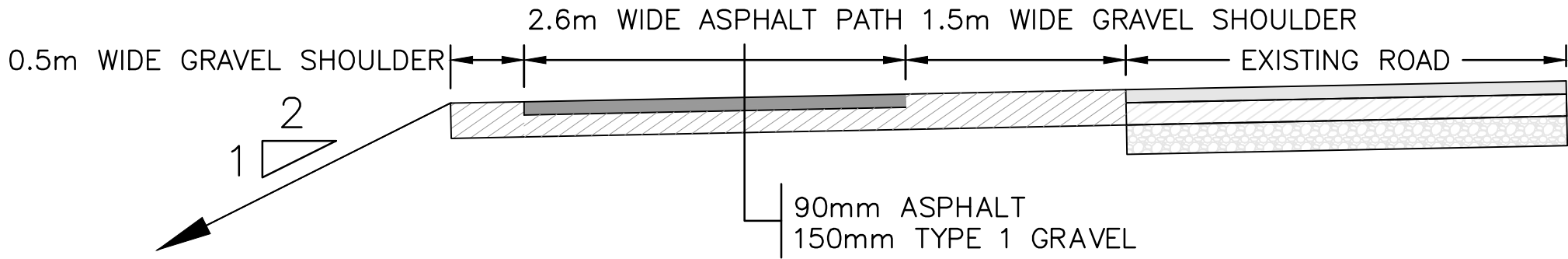
**SITE PLAN
0+720 - 0+780**

PROJECT 26-13
DRAWING 30



GENERAL NOTES

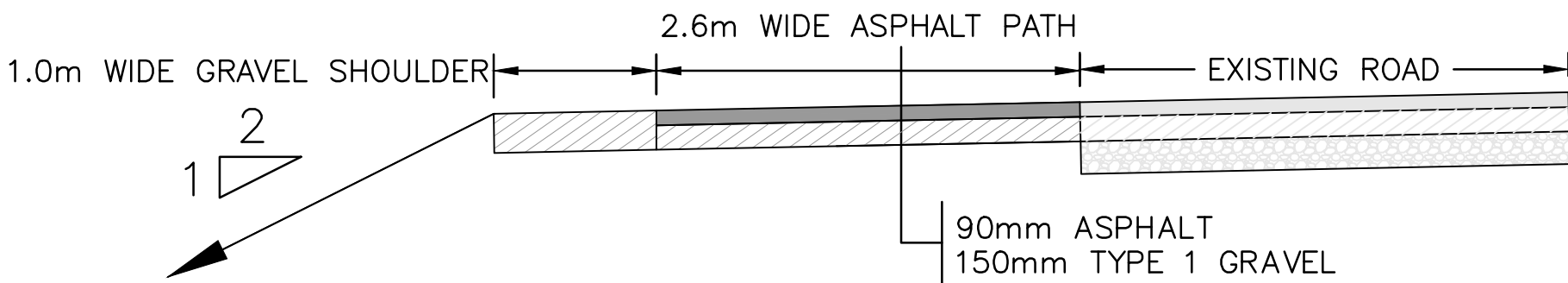
- ALL WORK TO BE DONE IN ACCORDANCE WITH TO STANDARD SPECIFICATIONS FOR MUNICIPAL SERVICES 2026.
- ALL GRAVELS TO BE PLACED TO STANDARDS SPECIFICATIONS FOR HIGHWAY CONSTRUCTION AND MAINTENANCE.
- ALL WORK TO BE DONE ACCORDING TO CONTRACT DOCUMENTS.
- ALL WORK TO BE PERFORMED IN ACCORDANCE WITH REQUIREMENTS FROM NOVA SCOTIA ENVIRONMENT.
- ALL ELEVATIONS ARE METRIC AND GEODETIC.
- CONTRACTOR TO NOTIFY DISTRICT OF ST MARY’S PRIOR TO BEGINNING WORK WITH A CONSTRUCTION SCHEDULE.
-
- CONTRACTOR RESPONSIBLE TO ARRANGE ON SITE LOCATES WITH ALL UTILITIES PRIOR TO START OF WORK. CONTRACTOR TO FERIFY ALL EXISTING UTILITIES LOCATIONS, SUCH AS NOVA SCOTIA POWER, BELL ALIANT, AND EASTLINK. CONTRACTOR RESPONSIBLE FOR COORDINATING THIS WORK.
- ALL AREAS DISTURBED BY CONSTRUCTION SHALL BE REPAIRED AND REINSTATED TO ORIGINAL CONDITION AND TO THE SATISFACTION OF THE OWNER/ENGINEER, INCLUDING CURB WORK.
- RELOCATION OF EXISTING SIGNS WILL BE INCLUDED IN THE SCOPE OF WORK. CONTRACTOR IS TO CONTACT STREET AUTHORITY FOR NEW LOCATION OF ANY SIGNS REQUIRING RELOCATIONS.
- EXISTING PROPERTY SURVEY PINS ARE TO BE MAINTAINED. CONTRACTOR RESPONSIBLE FOR SURVEYOR PLACEMENT OF ANY REMOVED DURING CONSTRUCTION.
- PROPERTY LINES ARE APPROXIMATE ONLY.
- ALL NEW ASPHALT TO BE LAPPED TO EXISTING ASPHALT WITH 50mm LAYER. EXISTING ASPHALT TO BE PLANED WITH 300mm STRIP.
- CONTRACTORS TO TAKE ALL NECESSARY MEASURES TO MINIMIZE DISTURBANCE TO EXISTING TREES AND TREE ROOTS DURING CONSTRUCTION.
- CONTRACTOR IS RESPONSIBLE FOR SETTING GRADES AND LAYOUT CONTROL TO THE SATISFACTION OF THE ENGINEER.
- ALL CROSSWALK PAINTING TO BE INCLUDED IN THIS CONTRACT.
- LOCATION OF EXISTING INFRASTRUCTURE AS SHOWN ON DRAWINGS IS BASED ON BEST AVAILABLE INFORMATION INCLUDING RECORD DRAWINGS AND FIELD SURVEY. CONTRACTOR TO FIELD VERIFY ANY RELEVANT INFORMATION PRIOR TO CONSTRUCTION.
- DAMAGE TO EXISTING UTILITIES SHALL BE REPAIRED AT THE CONTRACTORS EXPENSE TO THE SATISFACTION OF THE OWNER,
- SHOP DRAWINGS TO BE REVIEWED AND APPROVED BY THE ENGINEER PRIOR TO CONSTRUCTION.
- ALL DISTURBED STREET SURFACES TO BE REINSTATED TO OWNERS APPROVAL. ALL BACK SLOPES TO BE HYDROSEEDDED COMPLETE WITH 100mm TOP SOIL.
- DO NOT ENCROACH ON ADJACENT PROPERTIES, MAKE GOOD ANY DAMAGE TO ADJACENT PROPERTIES AT CONTRACTOR’S EXPENSE.
- CONTRACTOR RESPONSIBLE FOR ALL TRAFFIC CONTROL MEASURES REQUIRED FOR THIS PROJECT.
- GRADE AND COMPACT SUB-GRADE PRIOR TO PLACING SELECT BORROW MATERIAL. IF SOFT AREAS DEVELOP, REPAIR PRIOR TO PLACING SELECT BORROW MATERIAL TO SATISFACTION OF ENGINEER.



TYPICAL TRAIL SECTION

SCALE: NTS

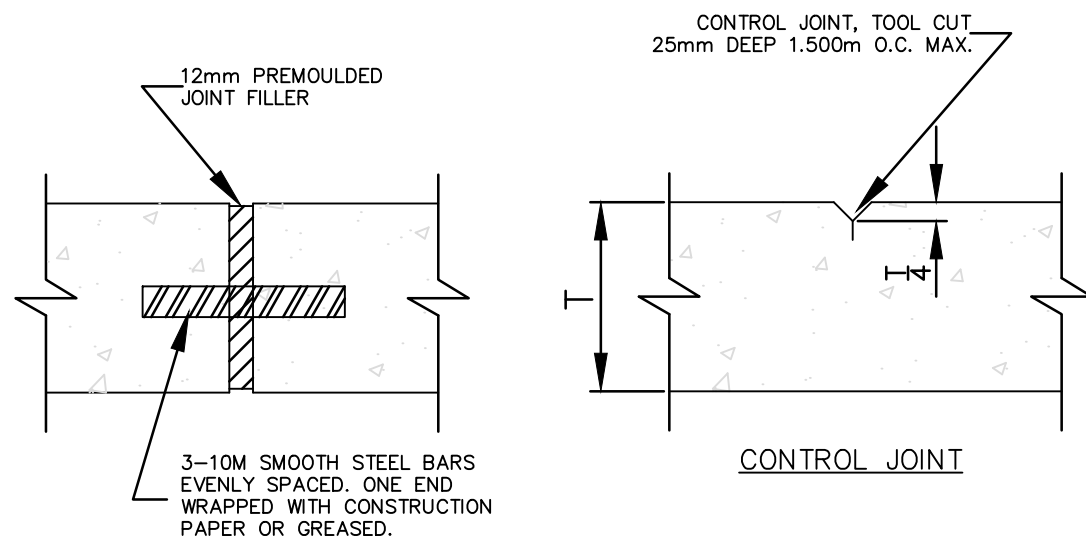
1
50



TRAIL SECTION STA.0+185-0+320

SCALE: NTS

2
50



EXPANSION JOINT

TYPICAL JOINT DETAIL

SCALE: NTS

4
50

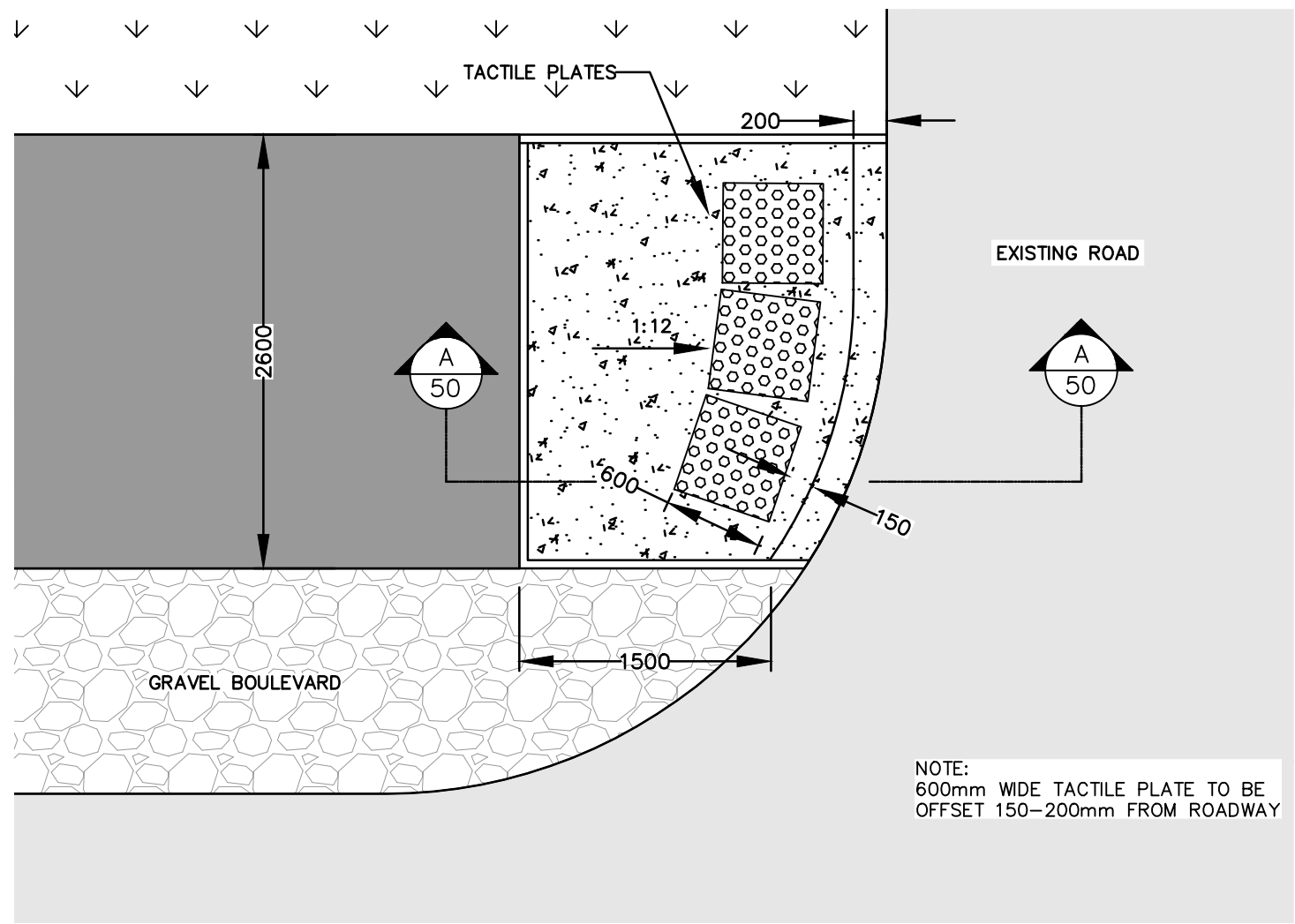
CONCRETE GENERAL REQUIREMENTS:

- ALL CONCRETE SHALL CONFORM WITH CSA-A23.1-M04 AND PLACED ACCORDING TO CSA-A23.3-M04.

CONCRETE REQUIREMENTS:

	28 DAY COMPRESSIVE STRENGTH	SLUMP	ENTRAINED AIR	MAX. W/C
SIDEWALKS	35 MPA	75mm ± 25mm	5%-8%	0.45%
CURB & GUTTER	35 MPA	50mm ± 25mm	5%-8%	0.45%

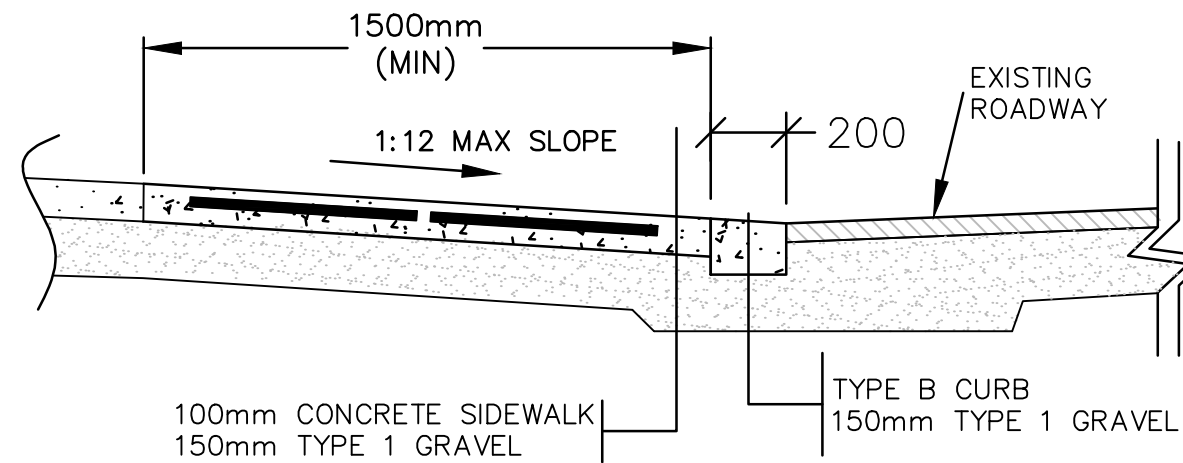
- SURFACE OF SIDEWALK TO HAVE BROOM FINISH AND 50mm STEEL TROWELLED EDGES.
- MAXIMUM AGGREGATE SIZE= 19mm
- STEEL YIELD STRENGTH TO BE MIN. 50 ksi.
- TACTILE PLATES: PROVIDED BY BIBBY-STE-CROIX 24" BY 24" PLATES, ASTM A48 CLASS 30B (TENSILE STRENGTH), ASTM C 1028 (SLIP RESISTANCE), AND ASTM C 501-84 (WEAR RESISTANCE).



TYPICAL PEDESTRIAN RAMP

SCALE: NTS

3
50



PEDESTRIAN RAMP SECTION A-A

SCALE: NTS

A-A
50

REVISION TABLE					
1	ISSUED FOR REVIEW	KC	DM	JW	26/06/22
NO.	REVISION	DWG.	CHK.	SVY.	DATE
S TRAIT ENGINEERING LIMITED					
PORT HAWKESSBURY, NOVA SCOTIA					
CLIENT: MUNICIPALITY OF THE DISTRICT OF ST. MARY'S					
PROJECT: OLD ROAD HILL MULTI-USE TRAIL					
DWG: KC	DETAILS AND CONSTRUCTION NOTES				PROJECT 26-13
CHKD: DM					DRAWING 50
APP: DM					
SCALE: AS-SHOWN					
DATE: 26/06/22					

Community Heroes Appreciation Event – Contract Award

SUMMARY

The 2026 Community Heroes Appreciation Event is scheduled for October 22, 2026, at Liscomb Lodge. Approval is requested to award the contract to Liscomb Lodge to provide the buffet dinner for the event, at a cost of up to \$9,500 plus tax, within the approved 2026/27 event budget.

BACKGROUND

On March 24th, 2026, Council passed a motion to combine the Volunteer Appreciation Event, First Responder Event and the Healthcare Appreciation Event into one Community Heroes Appreciation Event.

An update on this event was provided to COTW on July 6, 2026.

The event is planned to take place at Liscomb Lodge on Thursday evening October 22nd. This location was selected as the only local venue large enough for the projected attendance.

CONSIDERATIONS

The Municipality previously hosted multiple appreciation events. In addition to the long-standing Volunteer Awards Celebration, a First Responders Appreciation Event was introduced in 2024–25, and a Health Care Worker Appreciation Event was planned for 2025–26. On March 24th, 2026, Council approved combining the three events into one annual Community Heroes Event.

The date for the event will be Thursday, October 22nd from 6:30-9:30pm. The location has been finalized as Liscomb Lodge, in part due to capacity and also to ensure that volunteers who are being recognized at this event are not required to cater the meal.

Council approved a 2026/27 budget of \$12,000 for this event, composed of approximately \$5,000 in grant funding from the Office of Health Care Professionals Recruitment Community Fund, as well as \$7,000 from the Fire Services and Community Development and Recreation budgets.

A breakdown of expenses for the event is being finalized, with the total expected to be within or slightly in excess of budget. Should minimal additional funds be required for this first annual event, this will be managed from within existing similar budget categories.

RECOMMENDATIONS

Recommend that 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.