



Municipality of the District of St. Mary's

Committee of The Whole (COTW) Meeting

Wednesday, October 7th, 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, October 7th, 2026, 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

Teddy Stevens, Director of Public Works

Janelle Fleet, Interim Municipal Clerk

3. Additions to the Agenda:

There was an addition to the agenda. Item 9.d. Staff report Recplex Startup Repairs.

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

Warden Fuller called for any errors or omissions to the minutes of the COTW Meeting held September 16th, 2026. Hearing none, the Warden declared the minutes approved.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. Thank you – From Sherbrooke Antique & Classic Car Show Organizer, Jim Porter

Council acknowledged the correspondence from Jim Porter, organizer of the Sherbrooke Antique & Classic Car Show, thanking the Municipality for its donation of \$300 toward the September 12th, 2026, event.

Council expressed its appreciation for the correspondence and acknowledged the event.

b. Bylaw Respecting the Maintenance and Improvement of Private Roads

Council discussed correspondence from landowners on Cape Gegogan Road requesting consideration of a by-law to facilitate the collection of fees for private-road maintenance and improvements.

Council acknowledged the potential benefits of such a program while recognizing that establishing a by-law would have municipality-wide implications, requiring the development of eligibility criteria and ongoing administrative responsibilities. Discussion also highlighted the significant differences in organizational size and staffing capacity between the municipality and larger municipalities that have implemented similar programs.

Given the complexity of establishing and administering such a program, existing municipal priorities, and limited staff resources, Council acknowledged that this may be a matter for consideration at a future date.

8. Presentation: 2026-2027 Finance Report for period ending June 30th, 2026 – Marian Fraser, Director of Finance/Treasurer

Marian Fraser, Director of Finance/Treasurer, presented the 2026–2027 First Quarter Financial Report for the period of April 1st to June 30th, 2026.

The report provided an overview of the Municipality's financial position, including operating revenues and expenditures, departmental budgets, and capital projects.

The Director of Finance advised that the Municipality was in a good financial position. Seasonal variations in municipal operations were noted, and the Sherbrooke Water Utility was reported to be on track. Water rates had been updated as approved by the Nova Scotia Utility and Review Board, and operating expenses were being monitored within the approved budget.

9. Other Matters of Business

a. Staff Report – Extending Clean Foundation Agreement

CAO McFarlane reviewed the staff report requesting an extension of the Municipality's participation in Clean Foundation's Community Climate Capacity (CCC) Program to March 31st, 2028.

Council discussed the value of the program, particularly the access it provides to specialized expertise and resources that would otherwise be difficult and costly for the Municipality to obtain. The program has supported municipal climate priorities, flood-risk review, planning initiatives, and access to funding opportunities.

Council expressed support for requesting a one-year extension and acknowledged the value of Clean Foundation's support to the Municipality.

On the recommendation of Councillor Beaver, seconded by Councillor Tibbo, the Committee of the Whole recommended that 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.

b. Staff Report – Coastal & Watershed Mapping

CAO McFarlane presented the staff report regarding coastal and watershed mapping and public engagement.

The report outlined that the Flood Risk Review has been completed, and detailed the next steps in the Municipality's Coastal and Watershed Planning initiative under the Housing Accelerator Fund. The upcoming work will include public engagement and the preparation of a Flood Risk Action Plan.

Councillor Beaver asked whether the mapping addressed coastal flooding or riverine flooding. It was clarified that the mapping considers both coastal and riverine flood risks.

Councillor Beaver also asked whether the mapping would be used for Regional Emergency Management Organization (REMO) purposes. It was confirmed that the information would also be used for REMO.

The report was received for information.

c. Staff Report – October 21 Warden and Deputy Warden Election

Council discussed the staff report regarding the upcoming election of the Warden and Deputy Warden.

The report outlined the expiry of the current two-year terms on October 30th, 2026, and the scheduled election on October 21st, 2026. Council discussed the proposed terms of office and the arrangements required to conduct the elections in accordance with the Municipal Government Act and the Council Procedural Policy.

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.

d. Staff report Recplex Startup Repairs

Teddy Stevens, Director of Public Works, presented the staff report regarding the Recplex startup repairs.

The report outlined the urgent need for replacement of the brine pump seal, which was required before the ice plant could be placed into operation for the upcoming season. Due to the time-sensitive nature of the repair, the expenditure was authorized under the emergency expenditure provisions of Section 6.o. of the CAO Policy.

The report also identified the need for condenser fan replacement parts to be available for planned installation following the current season, or sooner if required due to equipment failure.

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.

10. In-Camera: Contract Negotiations

On the motion of Deputy Warden Malloy, seconded by Councillor O'Connell, Council agreed to move in-camera for contract negotiations at 5:25 p.m.

Motion approved.

On motion of Councillor Tibbo seconded Deputy Warden Malloy, Council agreed to reconvene to regular session at 6:00pm.

Motion approved.

Adjournment

There being no further matters of business, Warden Fuller declared the meeting adjourned at 6:00 p.m.



Recorded By
Janelle Fleet Interim Municipal Clerk



Approved By
Warden Fuller