



NOTICE

MEETING: St Mary's Municipal Council
Committee of the Whole

DATE: Wednesday, May 7th, 2025

TIME: 6:00 pm

PLACE: St. Mary's Municipality
Council Chambers, Sherbrooke, NS

Please advise if unable to attend



Municipality of the District of St. Mary's

Committee of the Whole Meeting Agenda

Wednesday, May 7th, 2025 at 6:00pm

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: COTW held April 16th, 2025
6. Business Arising from Minutes
7. Correspondence:
 - a. Department of Emergency Management – Fire Review
 - b. Department of Municipal Affairs – Budget Changes
 - c. Department of Municipal Affairs – Fire Records Management System
 - d. Department of Municipal Affairs – Reprofiling Beautification and Streetscaping Program and the Community Works Program
 - e. Department of Health & Wellness – Funding Notice
8. Presentation: RCMP, Natasha Farrell District Commander
9. In-Camera: Contract Negotiations
10. Other Matters of Business
 - a. Summer Day Camp Fee Subsidy Pilot Program
 - b. Ammonia Detection System
 - c. Extended Producer Responsibility (EPR) Program Acceptance

- d. Construction and Demolition Update (C&D)
- e. Public Works Garage Electrical Upgrade

Adjournment



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, April 16th, 2025, at 6:30pm. in the Council Chambers, Sherbrooke, N.S.

2. Attending:

Warden James Fuller
Councillor Dana O'Connell
Councillor Scott Beaver
Councillor Emma Tibbo

Absent with Regrets:

Deputy Warden Beulah Malloy

Also Attending:

Doug Patterson, Chief Administrative Officer (CAO)
Marian Fraser, Director of Finance (DOF)
Jadzia Rudolph, Municipal Clerk

3. Additions to the Agenda:

- Addition to #8 Other Matters of Business item c. Council/COTW meeting times.

4. Approval of the Agenda:

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

Motion approved.

5. Approval of Minutes:

Warden Fuller called for errors and/or omissions to the previous minutes, hearing none, Council approved the minutes of the COTW Meeting held April 2nd, 2025.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- Attorney General Justice – Additional Officer Program (AOP)
 - Please see the Agenda/Package for the correspondence.
- Province of Nova Scotia - 2025-2026 Roads Cost Share Program for J-Class Roads
 - Please see the Agenda/Package for the correspondence.
 - Council asked how many kilometres of J Class roads the municipality maintains. 4.5 kms of road are maintained by the municipality.

- c. Council/COTW Meeting Times
- Council decided that the Council and COTW meetings are not efficient and that the COTW meetings should directly follow the Council meetings on the third Wednesday.

On recommendation of Councillor Tibbo seconded by Councillor Beaver, Council agree to hold the COTW meeting immediately after the Council meeting on the third Wednesday of the month.

Recommendation adopted.

8. Other Matters of Business:

- a. Extended Producer Responsibility (EPR) Update
 - Please see the Agenda/Package for the report.
 - Doug Patterson, Chief Administrative Officer (CAO) provided an update to explain the choices on how St. Mary's can receive EPR funding and what type of role the municipality will have in curbside recycling collection and service for our residents.
 - Municipalities have been asked to respond by May 2025 to how they wish to participate in the Extended Producer Responsibility (EPR) program in Nova Scotia managed by Circular Materials.
- b. Municipal Vehicle Policy
 - Please see the Agenda/Package for the report.
 - This policy will provide clear guidelines and expectations for the use of municipal vehicles by staff, ensuring the efficient, cost-effective, and responsible management of the municipal vehicle while maintaining safety and compliance with all laws and regulations.

On recommendation of Councillor O'Connell seconded by Councillor Beaver Council adopts the Municipal Vehicle Use policy as presented.

Recommendation adopted.

- c. Council/COTW meeting times
- Council decided to hold the second Committee of the Whole (COTW) meetings directly after the Council meetings.

On recommendation of Tibbo and seconded by Councillor Beaver, Council agree to hold the second COTW meeting immediately following the Council meeting.

Recommendation adopted.

9. In-Camera: Contract Negotiations

On motion of Councillor O'Connell seconded by Councillor Tibbo Council agree to move In-Camera for contract Negotiations at 6:46pm.

Motion approved.

On motion of Councillor O'Connell seconded by Councillor Tibbo Council agree to reconvene to regular session at 7:10pm.

Motion approved.

On recommendation of Councillor O'Connell seconded by Councillor Tibbo, Council approve the vendor award contract for the new municipal Construction & Demolition waste removal bin service via bin collection to Eastern 2.0 Waste Systems for a price of \$475 plus HST for bin transportation per trip to and from the disposal facility and a tipping fee of \$55.00 per tonne plus HST.

Recommendation adopted.

Adjournment

On motion of Warden Fuller, there being no further matters of business, Council adjourned at 7:11p.m.

Motion approved.



Emergency Management Office of the Minister

Duke Tower, 5251 Duke Street, Halifax, Nova Scotia, Canada B3J 1P3 • Telephone 902-424-5620 • Minister.EmergencyManagement@novascotia.ca

April 17, 2025

VIA EMAIL

To: Mayors, CAOs and Wardens

Re: Fire Services Review

The Departments of Emergency Management and Municipal Affairs greatly value the essential role fire services play in ensuring the safety of Nova Scotians during emergencies across the province. Firefighters put their lives at risk every day to protect our communities, and we are deeply grateful for their unwavering dedication.

The Fire Services Association of Nova Scotia is conducting a comprehensive governance review of fire services in Nova Scotia. This review will focus on ensuring best practices are in place and that our firefighters are fully supported and protected. Key areas of examination will include governance, operations, communications, interoperability, human resources, mental health supports, training, equipment, facilities, fire dispatch, and funding.

We recognize that previous reviews have been conducted. However, this governance review will build upon those efforts and consider the growing impact of climate change on the frequency and severity of weather events such as floods, wildfires, and hurricanes. It is vital that the governance of fire services evolves to address these new challenges, ensuring that we are fully prepared for unprecedented weather events.

Your input is a critical part of this process. We strongly encourage municipalities to participate in the governance review and provide your valuable feedback. By working together, we can create a stronger, more resilient, and responsive fire service for Nova Scotia.

Additionally, we would like to take a moment to address a common concern regarding the Nova Scotia Guard. The Guard is designed to complement existing resources in the province, not to replace them. We are committed to ensuring that firefighters who volunteer for the Nova Scotia Guard will not be deployed outside their communities in ways that could leave their fire departments understaffed. Members will be deployed based on their availability, ensuring they can continue serving their local communities.

Thank you for your ongoing dedication to the safety of Nova Scotians. We look forward to collaborating with you in this important initiative and working together to strengthen fire services across the province.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kim Masland".

Minister Kim Masland

A handwritten signature in blue ink, appearing to read "John Lohr".

Minister John Lohr



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

April 14, 2025

Mayor Pam Mood
President, Nova Scotia Federation of Municipalities
Suite 1304, 1809 Barrington Street
Halifax, NS B3J 3K8
Via email: mayor.mood@townofyarmouth.ca

Dear President Mood:

Under the provisions of the *Municipal Government Act*, the Minister of Municipal Affairs must provide to the Nova Scotia Federation of Municipalities 12-months' notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter is intended to provide notice of such changes for fiscal year 2026-2027 and beyond.

The Department of Municipal Affairs (DMA) canvassed all provincial departments to seek information on plans for legislative, regulatory, and policy changes in the coming fiscal year. Below you will find a summary of the results of that process.

Department of Justice

"H" Division Royal Canadian Mounted Police Annual Multi-Year Financial Plan

The 'H' Division (Nova Scotia) Royal Canadian Mounted Police have provided the Department of Justice with the annual Multi-Year Financial Plan (MYFP), that reflects the organization's budget requests for the next fiscal year, and strategic planning for subsequent years. Based on the 2025-26 MYFP, and provincial approvals, the total financial impact for the new Provincial Police Service Agreement to Municipalities is \$8 million.

Biological Casework Analysis Agreement

Biological Casework Analysis Agreement provides municipalities with DNA analysis arising from criminal investigations. Costs will be determined upon the release of the "Total Uniform Assessment" by DMA.

Department of Intergovernmental Affairs

Procurement Thresholds and Free Trade Agreements

As noted in previous years, under our trade policy responsibilities, Intergovernmental Affairs advises that there are procurement thresholds under several free trade agreements that could impact municipalities.

Every two years, Global Affairs Canada updates its thresholds for covered procurements under the Canada-Europe Trade Agreement (CETA), the Canada-UK Trade Continuity Agreement (TCA) and the Canada Free Trade Agreement (CFTA). Municipal procurements are covered under these obligations. All procurements above the thresholds must be publicly tendered unless subject to an exemption.

The threshold values in Canadian dollars for the period of January 1, 2024, to December 31, 2025, are as follows:

FTA	Goods	Services	Construction
CFTA	Province		
	\$33,400	\$133,800	\$133,800
	Municipalities and MASH		
	\$133,800	\$133,800	\$334,400
CETA/TCA	Crowns, Utilities, etc.		
	\$668,800	\$668,800	\$6,685,000
	Province, Municipalities and MASH		
	\$353,300	\$353,300	\$8,800,000
CETA/TCA	Crowns		
	\$627,200	\$627,200	\$8,800,000
	Utilities, etc.		
	\$706,700	\$706,700	\$8,800,000

Sincerely,

Honourable John A. Lohr
Minister of Municipal Affairs

Copy to: Juanita Spencer



NOVA SCOTIA

Municipal Affairs Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

April 24, 2025

Dear Mayors/Wardens:

Re: Fire Records Management System

I am writing to provide you with an update on an important investment the Government of Nova Scotia is making regarding how the province manages records related to fire services.

The current Fire Records Management System used by the Office of the Fire Marshal was initially implemented over 30 years ago and is nearing the end of its lifecycle. The needs of our fire professionals have evolved, and we are working to implement a modern solution that will more effectively support current and future requirements.

The new Fire Records Management System will be designed to help the Office of the Fire Marshal, fire departments and municipal inspectors better manage, organize, and analyze data related to fire incidents, inspections, compliance, and personnel. This software will ensure that fire professionals have an efficient, reliable way to support fire services in the Province.

The project will start this spring, and it is anticipated that the implementation will take approximately two years to complete once a vendor is selected. There will be opportunities for our municipalities to be engaged in the coming months once a project manager is hired. The project manager will be reaching out to understand municipal needs and to collect information about how the new system can support municipalities and fire departments across the province.

We look forward to making this tool available to municipalities.

Sincerely,

A handwritten signature in blue ink, appearing to read "John A. Lohr".

Honourable John A. Lohr
Minister of Municipal Affairs

c: Chief Administrative Officers
Juanita Spencer, Chief Executive Officer, NSFM
David Campbell, Executive Director, AMANS



NOVA SCOTIA
Municipal Affairs
Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

April 23, 2025

Dear Mayors, Wardens and Chairs:

Re: Reprofiting of the Beautification and Streetscaping Program (BSP) and the
Community Works Program (CWP)

In recent years, the Department of Municipal Affairs has been supporting municipalities with historic investments that are helping to build strong, prosperous communities. On this point, there is always more work to do, and we are excited to keep building on this momentum.

We are pleased to announce that the department has added an additional \$1 million to the Provincial Capital Assistance Program (PCAP), for the 2025-26 program year, and on a go-forward basis. This increase in funding is the result of sunseting two annual programs we have offered previously: the Beautification and Streetscaping Program and the Community Works Program.

In our review of these programs, and in consideration of our provincial priorities for housing, growth, and affordability, it was clear that these funds could have a greater impact on municipalities through the PCAP. We need to ensure municipalities have systems and services in place that are foundational to their growth and sustainability. That is why we are focused on delivering the greatest impact possible with programs that help municipalities to make strategic, intentional use of the provincial and federal funding opportunities available. The reprofiling of these programs will increase the PCAP budget from \$690,000 to \$1.69 million, increasing the Province's support in the preliminary stages of infrastructure projects.

We will continue to work with our municipalities to ensure that the programs we are offering are the ones that meet their most critical needs. As always, we are grateful for your collaboration in working to strengthen and grow our communities, and we welcome your feedback on how we can deliver programs that will maximize impact for our municipalities and for Nova Scotians.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John Lohr'.

Honourable John A. Lohr
Minister of Municipal Affairs

c: Chief Administrative Officers
Juanita Spencer, Chief Executive Officer, NSFM
David Campell, Executive Director, AMANS



Health and Wellness
Office of the Minister

PO Box 488, Halifax, Nova Scotia, Canada B3J 2R8 • Telephone 902-424-5818 Fax 902-424-0559 • Health.Minister@novascotia.ca

File number: CF 83

April 24, 2025

Mallory Fraser
8296 Highway 7
Sherbrooke Guysborough, NS B0J 3C0

Dear Mallory Fraser,

I am pleased to inform you that the Municipality of the District of St. Mary's has been awarded \$33,150.00 to undertake the "St Mary's Community Guide & Healthcare Recognition Program" project. Your application was reviewed by the 2024/2025 Office of Healthcare Professionals Recruitment (OHPR) Community Fund Evaluation Committee who recommended this project be fully funded as outlined in the application proposal.

This funding is made available under the Nova Scotia Department of Health and Wellness OHPR Community Fund. The OHPR Community Fund supports community-led and community-driven attraction/retention of healthcare professionals, and initiatives that reduce social and cultural barriers to recruitment and retention in our communities.

Michelle Harrison, Project Manager, will send you a Contribution Agreement document, which once signed and returned, will result in processing a payment for 80% of the amount approved. The remaining amount will be provided upon project completion. Michelle can be reached at OHPRCommunityFund@novascotia.ca.

Please convey my best wishes to the members of your organization.

Sincerely,

Honourable Michelle Thompson
Minister of Health and Wellness

c. Michelle Harrison, Project Manager, Office of Healthcare Professionals Recruitment

Staff Report

Department of Community Development & Recreation

Summer Day Camp Fee Subsidy Pilot Program

SUMMARY

Council directed staff to implement a daily fee of \$10 for the Summer Day Camp Program and to develop a corresponding Fee Subsidy Policy. Staff identified this directive as an opportunity to pilot a fee subsidy model, which could serve as a foundation for a broader Recreation Fee Subsidy Policy to be introduced in the 2026–27 fiscal year. Staff have proposed household income thresholds and corresponding percentage-based fee reductions.

BACKGROUND

At the Committee of the Whole Meeting held on March 5th, Council directed staff to implement a daily fee of \$10 for the Summer Day Camp Program and to develop a Summer Day Camp Fee Subsidy Policy. Staff recognized this as an opportunity to pilot a fee subsidy model, which could serve as a foundation for a broader Recreation Fee Subsidy Policy to be introduced in the 2026–27 fiscal year. This future policy would include a dedicated budget line item for subsidy funding, ensuring that program budgets are not negatively impacted.

CONSIDERATIONS

That Council consider the proposed household income thresholds and corresponding percentage of fee reductions for inclusion in the Pilot Program. It is noted that the policy includes a provision allowing for staff discretion in exceptional circumstances, to ensure flexibility and responsiveness to unique individual or family needs.

RECOMMENDATIONS

Approve the Summer Day Camp Fee Subsidy Pilot Program with the fee reduction set at ____ percent and the income thresholds set at the values in the table below:

Household Size	Total Household Income After Tax
1	>\$
2	>\$
3	>\$
4	>\$
5+	>\$

1. Purpose

The purpose of this pilot program is to increase opportunities and reduce barriers to participation for all individuals who wish to enroll in the Summer Day Camp offered by the Municipality. This pilot program will provide municipal staff and the public with a framework for which the Summer Day Camp Fee Subsidy will be applied for, reviewed and approved.

2. Scope

This pilot program is applied to the Summer Day Camp held by the Municipality during the 2025-26 fiscal year.

3. Definitions

- 3.1. *Barrier* – anything that hinders or challenges the full and effective participation in society of persons with disabilities including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy, or a practice.
- 3.2. *Municipal Directors* – Municipal Directors include the Director of Community Development & Recreation, Director of Finance, Director of Public Works, Director of Economic Development and Chief Administrative Officer.
- 3.3. *Diversity* - means having a variety of people from a range of different social, economic and ethnic backgrounds, gender identities, sexual orientations, life experiences, competencies and faiths represented on teams, in workplaces in general and particularly in processes like engagement.
- 3.4. *Equity* – equity recognizes that everyone doesn't begin in the same place in society. Some people face adverse conditions and circumstances making it more challenging with the same effort to achieve the same goals. Equity advocates for those who may have been historically disadvantaged, making it difficult for them to be successful. What is "fair" as it relates to equity isn't a question of what is the same but rather the point from which a person begins. Equity considers historical and other factors in determining that is fair.
- 3.5. *Household* - refers to a person or group of people who occupy the same dwelling and do not have a usual place of residence elsewhere.

- 3.6. *Inclusion* - Inclusion encompasses norms, practices, and intentional actions to promote participation, engagement, empowerment, and a sense of belonging for members of historically underrepresented and underserved groups in all aspects of life. It is about celebrating, valuing, and amplifying perspectives, voices, styles, and identities that have been marginalized by promoting an institutional culture and practices to ensure all can experience a welcoming space of fairness, dignity, and human flourishing.
- 3.7. *Market Basket Measure* – refers to Canada's official measure of poverty based on the cost of a specific basket of goods and services representing a modest, basic standard of living developed by Employment and Social Development Canada (ESDC). The MBM thresholds represent the costs of specified qualities and quantities of food, clothing, shelter, transportation, and other necessities for a reference family of two adults and two children. The square root of economic family size is the equivalence scale used to adjust the MBM thresholds for other family sizes. This adjustment for different family sizes reflects the fact that an economic family's needs increase, but at a decreasing rate, as the number of members increases.
- 3.8. *The Municipality* – the Municipality of the District of St. Mary's.

4. Eligibility

- 4.1. All applicants must live within the Municipality.
- 4.2. To qualify as an immigrant or refugee, the applicant must have been in Canada for less than one year and not yet filed a tax return.
- 4.3. Individuals whose household income falls within **Schedule A: Market Basket Measure Thresholds for Rural Nova Scotia**, based on household size and before-tax income.

5. Application & Approval Process

- 5.1. Applicants must complete and submit **Appendix A: Summer Day Camp Subsidy Application Form** and provide proof of household taxable income from their most recent Notice of Assessment (for the latest calendar year) issued by the Canada Revenue Agency.
- 5.2. Applicants must apply on an annual basis.
- 5.3. Applicants must submit their application and receive approval prior to registering and paying for recreational programming. Applicants must allow for five business days for the processing of their application. Fees paid prior to approval will not be reimbursed, except under exceptional circumstances at the discretion of Municipal Directors.

- 5.4. Applications will be received on an on-going basis. There is no deadline for applications.
- 5.5. Applications which meet the eligibility criteria will be approved by the Director of Community Development and Recreation.
- 5.6. In cases where a household does not meet the established eligibility criteria, final discretion will rest with the Director of Community Development, in consultation with the Chief Administrative Officer.

6. Eligible Services

- 6.1. This pilot program applies only to Summer Day Camp.
- 6.2. Each eligible individual within the household will receive a 75% fee reduction for municipal recreation programs.
- 6.3. In exceptional circumstances, the Director of Community Development & Recreation, in consultation with the Chief Administrative Officer, may approve a 100% fee reduction.
- 6.4. Eligible services are non-transferable, have no cash value and are valid for one year.

7. Program Review

This pilot program will be reviewed upon completion using both quantitative and qualitative evaluation methods. Quantitative methods may include tracking participation numbers, program usage rates, and subsidy amounts awarded. Qualitative methods may involve participant surveys, staff feedback, and anecdotal observations to assess overall impact and areas for improvement.

Schedule A

Market Basket Measure Thresholds for Rural Nova Scotia

Household Size	Total Household Income After Tax
1	>\$25,621.38
2	>\$36,234.52
3	>\$44,377.20
4	>\$51,242.77
5+	>\$57,290.83



APPENDIX A

Summer Day Camp Subsidy Pilot Program Application Form

Applicant First & Last Name: _____

Street Address: _____ Postal Code: _____

Home Telephone: _____ E-mail Address: _____

Members of the Household (First & Last Names): _____

of Adults (18+) Residing in Household: _____

Applicant total income (line 150): _____

Other Adult in the Household Income (line 23600): _____

Other Adult in the Household Income (line 23600): _____

Other Adult in the Household Income (line 23600): _____

Total Household Income: _____

Proof of taxable income (Notice of Assessment) is attached for each adult residing in the household.

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that this information will be used to determine eligibility for a municipal recreation subsidy. I authorize the Municipality to verify any information provided if necessary and understand that all information will be kept confidential in accordance with applicable privacy laws. I acknowledge that the Municipality reserves the right to approve or deny applications at its discretion. By signing below, I agree to the terms outlined above and consent to the use of my information for the purposes of this application.

Signature: _____ Date: _____

For Administrative Use Only:

Date Received: _____

Reviewed By: _____

Eligibility Confirmed: Yes No

Subsidy Approved: Yes No

Approved by: _____

Signature: _____

Recplex Ammonia Detection System Replacement Capital Project

SUMMARY

It has been identified by the Department of Public Works along with maintenance staff from CIMCO Refrigeration that the ammonia detection system within the ice plant room at the St. Mary's Recplex has reached the end of its lifespan and requires replacement.

BACKGROUND

During annual inspection of the safety equipment at the St. Mary's Recplex, it was deemed that the ammonia detection system requires replacement. This equipment is the primary source of protection for the operators from entering a dangerous environment in the instance of an ammonia leak.

CONSIDERATIONS

Public Works have received a quote for the equipment and installation of the new ammonia detection system from CIMCO Refrigeration who holds the three-year maintenance contract for the St. Mary's Recplex. The quoted price for the replacement of the equipment and installation is \$12,213.98 plus HST.

This project is part of the 2025-2026 Capital Budget and will be funded through the municipal capital reserve. At the current quote the project is under budget.

RECOMMENDATIONS

Recommend that Municipal Council approve CIMCO Refrigeration to provide equipment and install a new Ammonia Detection System at the St. Mary's Recplex as outlined in the quote provided at cost of \$12,213.98 plus HST funded through the Capital Reserve.

Circular Materials and Extended Producer Responsibility Municipal Program Choices

SUMMARY

This report will provide an update and opportunity to enact decision making on what type of role the municipality will have in curbside recycling collection and service for our residents.

Municipalities have been asked to respond by May 2025 to how they wish to participate in the Extended Producer Responsibility (EPR) program in Nova Scotia.

Circular Materials (CM) is leading municipal communication and planning. Work to fully define the updated recycling collection service under EPR will continue beyond May 2025.

Timeline and Reviews for Municipal Council:

1. April 16, 2025. Committee of the Whole: Staff Report: Introduction to Circular Materials Opt-In and Opt-Out definitions and choices. (Completed).
2. May 7, 2025. Continued Review and Updates utilizing this report at Committee of the Whole. Council will be able to vote on a recommendation to select the best options and benefits available.
3. May 21, 2025. Council will be presented with the May 7, 2025 COTW recommendation for final approval.

BACKGROUND

Extended Producer Responsibility (EPR) is where producers of recyclable waste (e.g. producers of plastics, paper, etc.) pay into a fund that will be used to manage and pay for curbside collection recycling programs. EPR for curbside recycling collection is expected to come into effect in Nova Scotia on December 1, 2025.

In Nova Scotia, Circular Material is a not-for-profit entity managed by Divert Nova Scotia. It executes the Nova Scotia EPR program and will manage recycle curbside pick-up services once the EPR program begins. Municipalities have choices in how they receive funding from the EPR program and the degree to which they continue to operate curbside collection programs under the new EPR program specifications.

Municipalities have been informed and consulted on the EPR planning process for some time, and Circular Materials currently hosts monthly update meetings for all Nova Scotia Municipalities. Divert Nova Scotia has projected that Nova Scotia Municipalities will save 25 million per year.

CONSIDERATIONS

The municipality has a choice to make now as follows:

1. The municipality can continue to operate its own curbside recycling collection service past December 1, 2025 until December 31, 2027 and direct a contractor to make collections. At the same time the municipality will receive compensation to run the service from Circular Materials.

Note: Circular Materials calls this choice "Opting In".

2. The municipality could turn over all responsibility and the operation for recycling collection services to Circular Materials effective December 1, 2025.

Note: Circular Materials calls this choice "Opting Out".

Benefits of continuing to run a municipality-operated curbside collection service "Opting In":

1. The municipality would maintain control of multiple service features including dates for pick up, ability to support resident questions and support public education, or have the ability to rectify service concerns. (CM would set rules for which materials are eligible for pick up).
2. The municipality would continue to have the ability to tender both refuse and recycling collection which provides more options and more negotiation power with service contractors.
3. The Municipality will continue to have the ability to participate in provincial planning with Circular Materials to give input that benefits the residents regarding program features.
4. Circular Materials is expected to compensate the municipality for all or most costs incurred by the municipality to operate a local service for the period of December 31, 2027.
5. The municipality would have a future choice on whether to continue to operate a local service or turn operations over to Circular Materials on December 31, 2027. However, if the municipality stops its own program with the current vote, then the terms of arrangements offered by Circular materials will not offer re-enrollment again.

Benefits of turning the operation of the local recycling collection service to Circular materials: "Opting Out"

1. Municipal residents will receive an ongoing curbside collection recycle service and the municipality would have no further related work and no anticipated costs to provide it.

Next Steps:

1. If council chooses to continue to operate a local recycle curb side collection program, then the municipality will be required to enter into an agreement provided by Circular Materials and to amend our existing collection contract with Eastern Shore Cartage to conform to the terms of

the Circular Materials agreement. The current agreement with Eastern Shore Cartage expires March 31, 2027.

2. While most recycling programs are similar, expect slight differences in what items are eligible. The final program details and related public education to continue between now and December 1, 2025.
3. A decision is pending from Circular Materials on whether or not small business recycling will be accepted in addition to residential. This is an important question for all municipalities, and there is consensus that continued small business inclusion is highly desirable. A decision from Circular Material on this service level is expected in May.

RECOMMENDATIONS

Recommend that Municipal Council elect to continue to operate a municipal curbside recycling collection service due to the multiple ways that this option provides the best services for municipal residents. Further, that council authorize the Warden to sign the agreement provided by Circular Materials and an amended agreement with the collection service: Eastern Shore Cartage Ltd.

Public Works Garage Electrical Upgrade

Capital Project

SUMMARY

It has been identified by Public Works staff that the Public Works team has very little space to perform tasks out of the weather and storage of equipment.

BACKGROUND

In previous years, Public Works staff have repaired the garage adjacent to the Water Treatment Plant to have a clean space to perform work and maintenance. This building does not have power. To provide a safe building with power and lighting, Public Works has received pricing. Sherbrooke Electrical has provided a price of \$5,997.41 plus HST. This includes the installation of a 100amp service, 3 interior lights, 2 exterior lights, 7 receptacles and all associated labour and permits.

This project is part of the 2025-2026 Capital Budget and will be funded through the municipal capital reserve. At the current quote the project is under budget.

RECOMMENDATIONS

Recommend that Municipal Council approve Sherbrooke Electrical to complete the required electrical work at the Public Works Garage as outlined in the quote provided at cost of \$5,997.41 plus HST funded through the Capital Reserve.