



NOTICE

- MEETING:** Committee of the Whole
- DATE:** Wednesday October 15th, 2025
- TIME:** 5:30pm (Immediately following the Regular 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, October 15th, 2025

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 October 1st, 2025
6. Business Arising from Minutes
7. Correspondence
 - a. St. Mary's Memorial Hospital Society – Letter
 - b. Department of Municipal Affairs - Amendments Clarify Code of Conduct for Elected Officials – News Release
 - c. Department of Municipal Affairs – Municipal Modernization Act Amendments - Letter
8. Other Matters of Business
 - a. Staff Report – Main Street, Sherbrooke - Crosswalk

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, October 1st, 2025, 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 (DOF)
Jadzia Rudolph, Municipal Clerk
Teddy Stevens, Director of Public Works

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of the Agenda:

On the motion of Deputy Warden Malloy and seconded by Councillor Tibbo, Council approved the agenda as presented.

Motion approved.

5. Approval of Minutes:

On the motion of Warden Fuller, hearing no amendments or omission to the previous minutes, Council approved the minutes of the COTW Meeting held September 17th, 2025.

Motion approved.

6. Business Arising from the Minutes:

- There was no business arising from the minutes.

7. Correspondence:

- a. Nova Scotia Federation of Municipalities – AGM & Proposed By-law Changes
- Correspondence was received regarding the Annual General Meeting taking place on November 6, 2025, at 1:30pm in the Commonwealth Board Room, at the Westin Nova Scotian Hotel (1181 Hollis Street, Halifax, Nova Scotia), and the new proposed by law changes to the NSFM by law.

8. Other Matters of Business:

- a. Staff Report – Sewer Utility Inflow & Infiltration Manhole Covers - Capital Project
- It was identified by Public Works staff along with CBCL in the Inflow and Infiltration study conducted in 2021 that the Sherbrooke Sewer Plant had points of ground water entering the collection system.
 - The results of the study which was published to the Municipality of St. Mary's in April 2021, discovered many entry points of ground water into the sewer collection system. Through extensive testing and video inspection, CBCL and Public Works staff have been able to compose a list of areas needed of repair. This has been set out by CBCL in four phases.
 - In phase three, Public Works will be focusing on the repairs of the Sonora Road, Highway 7 and Court Street branches. Public Works are requesting the funding to have watertight manhole covers installed on 16 manholes to stop the influx of ground water during rain events.
 - Phase 3 has multiple components, and this report is the third staff report related to the Phase 3 - I&I capital project, staff report number one was presented and approved at the COTW meeting on May 21st, 2025, and the second was presented at the COTW on June 18th, 2025.

On recommendation of Councillor Beaver seconded by Councillor O'Connell, Council approve the quoted price from IMP Castings to purchase the 16 manhole covers for the phase 3 of the Inflow and Infiltration repairs for the total price of \$8,720 plus HST and delivery funded through the Growth and Renewal for Infrastructure Development Program and the Canada Community Building Fund.

Recommendation adopted.

- b. Staff Report – Growth and Renewal for Infrastructure Development Program – New Application
- Department of Municipal Affairs and Housing (DMAH) has recently announced a call for applications under the Growth and Renewal for Infrastructure Development Program (GRID).
 - GRID supports investment in priority municipal infrastructure projects that address critical capacity issues, build more accessible and adaptable communities and enable the preservation and expansion of services to support housing. GRID is an application-based program, which supports provincial priorities and provides municipalities with increased flexibility in leveraging funding.
 - Applications are accepted From August 12th, 2025, until October 9th, 2025, and must include a resolution of Council supporting the submission of the project and detailed cost estimates. If successful the project must be completed by March 31st, 2027.
 - Eligible projects include:
 - Water, Wastewater and Stormwater - Construction, expansion and/or renewal of: • Facilities for the treatment and disposal of sanitary sewage, sanitary sewage collection systems • Water intake, treatment, pumping and storage facilities • Water transmission and distribution systems • Construction, expansion and /or renewal of storm sewers • Infrastructure which reduces/eliminates combined sewer overflows
 - Climate Change Adaptation - Capital Project Recommendations from Climate Hazard/Risk Assessments and Coastal and Inland Flooding Adaptations.
 - Accessibility projects - Capital projects required to comply with Accessibility, supported by accessibility plans and improvements to municipal infrastructure including sidewalks and active Transportation (excluding fleet).

- This project will only be submitted for GRID funding if the sewer inflow and infiltration manhole covers project is completed by October 9th, as there cannot be two GRID projects open at the same time.

On recommendation of Councillor Beaver seconded by Deputy Warden Malloy, Council agree to direct staff, subject to completion by October 9th, 2025 of the 2025-2026 Growth and Renewal for Infrastructure Development (GRID) Program, to apply to the 2026-2027 Growth and Renewal for Infrastructure Development Program through DMAH for the Replacement and Correction of Filter #1 Backwash Piping Water Treatment project, including analysis by a mechanical consultant to obtain recommendations, and implementation of these recommendations, with a total budget of \$34,000 with the Municipal share funded through the Housing Accelerator Fund and the Canada Building Community Fund.

Recommendation adopted.

9. In-Camera: Legal

On motion of Councillor Tibbo seconded by Councillor O'Connell, Council agree to move In-Camera for Legal matters at 5:12pm.

Motion approved.

On motion of Councillor Tibbo seconded by Councillor Beaver, Council agree to reconvene to regular session at 6:01pm.

Motion approved.

Adjournment

On motion of Warden Fuller, there being no further matters of business, Council adjourned at 6:01pm.

Motion approved.

Recorded By
Jadzia Rudolph, Municipal Clerk

Approved By
Warden Fuller

St. Mary's Hospital Society
Sherbrooke, NS

October 7, 2025

James Fuller

Warden

Municipality of the District of St. Mary's
Sherbrooke, NS, B0J 3C0

On behalf of the St. Mary's Hospital Society, we are requesting a letter of support from Council to assist us as we approach the different levels of government to have a new Hospital – Nursing Home built in our community which encompasses the Municipality of the District of St. Mary's.

Thank you for any assistance you can give us with this matter.

Sincerely,

Keith Gallant (902-328-4516)

President, St. Mary's Hospital Society



News release

Amendments Clarify Code of Conduct for Elected Officials

7 October 2025 | 11:41 AM

Municipal Affairs

The Province is making changes to the code of conduct for elected officials to address feedback from municipalities about the complaints and investigation process.

“We worked closely with our municipal partners to develop a code of conduct to provide elected officials with guidance on procedural standards and the level of professionalism expected of them,” said John Lohr, Minister of Municipal Affairs. “Based on the feedback received from municipalities, we’re refining the language to enhance its clarity, reduce the administrative burden and protect against potential misuse.”

Amendments to the regulations clarify that:

- complaints may be made by a council member related to the conduct of another elected official in the same municipality
- council members may not submit a complaint on behalf of another person or entity
- multiple complaints may not be submitted by a council member on the same subject.

When multiple complaints have been received about the same subject, the investigator must consolidate the complaint into a single investigation, where appropriate.

The changes do not apply to complaints and investigations already in progress.

Now in effect, the changes will address the immediate needs of municipalities while discussions to strengthen and refine the administration of the code of conduct continue.

The Province has committed to conducting a full review of the framework in 2027.

Quotes:

“The code of conduct has been a welcome and important tool for municipalities. As with all new things, we’d expect to make some adjustments. The changes will provide clarity and help our partners manage some unexpected outcomes. We appreciate being able to work hand in hand with the Province to ensure the code of conduct continues to meet the needs of Nova Scotia’s municipalities.”

— Pam Mood, Mayor, Town of Yarmouth; President, Nova Scotia Federation of Municipalities; and Chair, code of conduct working committee

Quick Facts:

- the code of conduct regulations were introduced on October 21, 2024
- the regulations provide guiding principles and conduct requirements for elected officials in municipalities and villages; they were developed based on recommendations of a working group established in 2022
- the working group included representatives from the Department of Municipal Affairs, the Nova Scotia Federation of Municipalities, the Association of Municipal Administrators of Nova Scotia and the Association of Nova Scotia Villages

Additional Resources:

Amendments to the code of conduct are available by selecting “Municipal Government Act” or “Halifax Regional Municipal Charter” at: <https://novascotia.ca/just/regulations/regsbyact.htm>

News release – Province Introduces Code of Conduct for Municipal Officials:

<https://news.novascotia.ca/en/2024/10/21/province-introduces-code-conduct-municipal-officials>

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NOVA SCOTIA

Municipal Affairs Office of the Minister

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October 7, 2025

Dear Mayors and Wardens:

On October 3, 2025, the *Municipal Modernization (2025) Act* received Royal Assent in the Nova Scotia Legislature. The Act includes several amendments to the *Municipal Government Act*, *Halifax Regional Municipality Charter*, *Halifax Regional Water Commission Act*, *Municipal Elections Act*, *Municipal Grants Act*, and the *Housing in the Halifax Regional Municipality Act*. The *Municipal Modernization (2025) Act* also includes a new *Transportation Corridors Control Act*.

These changes aim to support development across the province, modernize existing provisions to improve municipal elections, as well as a suite of other requested changes to update the legislation.

Due to the number of amendments included in the *Municipal Modernization (2025) Act*, I have included a summary document that provides amendment descriptions, amendment section numbers within the amended legislation, amendment clause numbers within the *Municipal Modernization (2025) Act*, and clarification about whether the amendments have been proclaimed or still require regulations.

I want to thank you for your continued support in making Nova Scotia a better place and taking bold steps together to meet the changing needs of your communities.

Sincerely,

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

Honourable John A. Lohr
Minister of Municipal Affairs

c: Juanita Spencer, NSFM

Attached

Summary of Amendments through the *Municipal Modernization (2025) Act*.

| Changes to the Municipal Government Act and HRM Charter | | | | |
|--|---|---|------------------------|---|
| Amendment | Amendment Description | Section # in Act | Clause # in MMA | Regulations Required for Proclamation? |
| Tax Reductions due to Natural Disasters | Allow municipalities to adopt policies to reduce property taxes for homes rebuilt after destruction by wildfire, hurricane, flood, or other natural disasters. Enables reimbursement of overpayments and considers pre-disaster assessed values. | 87A (HRMC) 69B (MGA) | 2, 26 | This amendment has received Royal Assent. |
| Establishment of Childcare Centre Areas | Enable the Minister to designate sites for Provincially licensed childcare operated by a private for profit, or not-for-profit entity to be exempt from the application of municipal land use requirements established by Municipal Planning Strategies and Land Use Bylaws, and the associated approval processes. | 229D (HRMC) 214D (MGA) | 8, 28 | This amendment has received Royal Assent. |
| Allowing Tax Sale Payments to be Made Electronically | Allow municipalities to accept electronic payment for tax sale purchases - options like online banking, debit or credit card payment, wire transfer or Automated Clearing House payments, bank transfers, or digital wallet/virtual card payments. | 163 (1), 163(1A) (HRMC) 148(1), 148 (1A) (MGA) | 4, 27 | This amendment has received Royal Assent. |

| Changes to the HRM Charter and Halifax Regional Water Commission Act | | | | |
|---|---|-------------------------|------------------------|---|
| Amendment | Amendment Description | Section # in Act | Clause # in MMA | Regulations Required for Proclamation? |
| Ministerial Authority to Mandate Planning Documents | In situations where the Minister has refused to approve planning documents, the Minister can now require council to amend its planning documents within a prescribed timeline and set parameters for the required public participation program. | 219(3), 223A (1) (HRMC) | 6, 7 | This amendment has received Royal Assent. |

| Changes to the HRM Charter and Halifax Regional Water Commission Act | | | | |
|---|--|---|-----------------------------------|---|
| Site Plan to the External Appearance of Structures HRM Wide | Expands the current authority of Development Officers to approve changes to the external appearance of buildings—currently limited to the Downtown and Centre Plan areas—so that it applies across all areas of the Halifax Regional Municipality. | 246(3)(1) (HRMC) | 10 | This amendment has received Royal Assent. |
| Enable Bonds and Liens to be Applied to Municipal Permit Fees | Enable HRM to apply either a bond or a lien to secure permit fees that had been deferred until occupancy. | 188(2)(e) (iva), (ivb), (ivc) (HRMC) | 5 (2) | This amendment has received Royal Assent. |
| Cogswell Energy District Authority | To enable property owners located outside the mandatory connection to the Cogswell District Energy System area to voluntarily connect to the system with the consent of the municipality, and to allow the municipality to set terms and recover costs of that connection and extends liability protection to Halifax Water for voluntary connections the same as for mandatory connections. | 104A(1) (aa), 188(1) (laa), 235(5) (jba) (HRMC) 2(1) (ea), 9(1), 26(a)(i), 27A (HRWCA) | 3, 5 (1), 9, 11, 12, 13, 14 | This amendment has received Royal Assent. |

| Municipal Grant Act Amendments | | | | |
|--|---|-------------------------|------------------------|---|
| Amendment | Amendment Description | Section # in Act | Clause # in MMA | Regulations Required for Proclamation? |
| Removal of requirement for Governor in Council approval for annual Municipal Financial Capacity Grant allocations | This is an administrative amendment only. It removes the requirement for the Minister to obtain annual approval from Governor in Council for the amount of the Municipal Financial Capacity Grant (MFCG). The MFCG is distributed to municipalities based on the formula included in regulation and adheres to the formula agreed as part of the negotiated Service Exchange Agreement. | 8(2) | 30 | This amendment has received Royal Assent. |

| Municipal Elections Act Amendments | | | | |
|---|---|---|------------------------|---|
| Amendment | Amendment Description | Section # in Act | Clause # in MMA | Regulations Required for Proclamation? |
| Allowing returning officers to vote | Removes the prohibition against a returning officer being on the municipal list of electors and eligible to vote. | 15 (a) | 23 | This amendment has received Royal Assent. |
| Amend Elector Eligibility Trigger Date | Amends the trigger date for the determination of the eligibility of an individual to vote in a municipal election from the current “first advanced” polling date, to upon the “ordinary” polling date for consistency with provincial and federal eligibility. | 14 | 22 | This amendment has received Royal Assent. |
| Provide Optional Methods for Public Notice | Allows municipalities to post notice on the municipality’s publicly accessible website and in at least five conspicuous places in the municipality rather than in the newspaper. | 2A | 21 | This amendment has received Royal Assent. |
| Elector Privacy | Allows an elector to have their name obscured from any copies of the list of electors that are to be made public or shared. Only the municipal returning officer’s final list of electors for internal use will still include the elector’s name and other personal information so that the person can participate in the election. | 35(1)(ba), 35 (2A), 35 (2B), 36 (5), 36 (6) | 24, 25, 32 | Yes. |

| Housing in the Halifax Regional Municipality Act Amendments | | | | |
|--|---|----------------------------------|------------------------|---|
| Amendment | Amendment Description | Section # in Act | Clause # in MMA | Regulations Required for Proclamation? |
| Remove barriers on development in Special Planning Areas | The amendment broadens the language to clarify the original intent that the Minister has authority to create, amend, or repeal planning documents—such as Municipal Planning Strategies (MPS), land use by-laws, and subdivision by-laws—in designated Special Planning Areas. Previously, this authority was implicit, as changes to an MPS required corresponding changes to other planning documents to fulfill the intent of the Act. | 16(1), 16(2), 16(3), 16(5) | 18 | This amendment has received Royal Assent. |

Housing in the Halifax Regional Municipality Act Amendments

| | | | | |
|--|--|-----------------------|--------|---|
| Update legislative requirements for public notification | This amendment will allow for public notification to take place on the Province's public website rather than in the newspaper. | 15(3)(b), 17(3)(a) | 17, 19 | This amendment has received Royal Assent. |
|--|--|-----------------------|--------|---|

New: Transportation Corridors Control Act

| Amendment | Amendment Description | Section # in Act | Clause # in MMA | Regulations Required for Proclamation? |
|------------------------|---|-------------------------|------------------------|---|
| New legislation | Enables the Province to designate priority transportation projects and their corridors to safeguard land for future transportation and infrastructure development, especially in urbanizing areas, and streamline coordination among government departments, landowners, municipalities, developers, and utility companies. | N/A | 31, Schedule | Yes. |

Main Street Sherbrooke - Crosswalk

SUMMARY

The safety and well being of our community is of paramount importance to the municipality. A recent pedestrian incident at the intersection of Highway #7 and Main Street highlighted the importance of creating a crosswalk to increase safety for pedestrians crossing from the Clover Farm grocery store to the store parking lot.

BACKGROUND

In September, there was a vehicle pedestrian accident at the intersection of the Highway #7 and Main Street extension in Sherbrooke, at which a pedestrian was struck by a vehicle; there have also been prior similar incidents at this location. A marked pedestrian crosswalk(s) installed across Main Street between the parking lot and the Clover Farm grocery store would provide increased safety at this key location.

Main Street is a J-class road, which is provincially owned, and maintained under a cost-sharing agreement between the province and the municipality. Responsibility for installation of crosswalks rests with the Department of Transportation. The municipality is not permitted to install a marked crosswalk on J-class roads.

In the past, the Provincial Department of Public Works (Transportation) was invited to speak with Council regularly, to build relationships, establish shared understanding, and proactively review relevant transportation matters.

CONSIDERATIONS

The Provincial Department of Public Works (Transportation) has a policy for installation of marked pedestrian crosswalks. Per this policy, installing a marked pedestrian crosswalk requires a request from Council, with one time and annual costs to be borne by the municipality. The Provincial Department of Public Works (Transportation) installs crosswalks on Provincial highways if specific criteria are met to provide a safe location.

RECOMMENDATIONS

That Council direct staff to contact the Provincial Department of Public Works to investigate costs and feasibility of installing a crosswalk across Main Street between the store's parking lot and Clover Farm grocery store and return with details and recommendations.

Staff Report



That Council direct staff to invite Provincial Department of Public Works to resume regular attendance at COTW meetings.