



THE MUNICIPALITY OF THE COUNTY OF
LA MUNICIPALITÉ DU COMTÉ DE
RICHMOND

Special Meeting

2026-2027 Budget Deliberations

Thursday, May 14, 2026

9:00 a.m.- 4:00 p.m.

Council Chambers

Agenda

1. Call to order
2. Approval of the agenda
3. Budget Planning:
 - a) Review of Capital and Funding Contributions
 - b) Canada Day Grants, Student Bursaries – Staff Briefing Note
4. In Camera Session - Personnel
5. Recommendations from In Camera (if applicable)
6. Next meeting date
7. Adjournment



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Item #3 Review of Capital and Funding Contributions

Draft Capital and Funding Contributions are not included in the meeting package.

Once finalized and approved, these documents will be uploaded onto the Municipal Website.



March 20, 2026

Re - Budget Request

Warden and Councillors:

Further to the budget meeting held on February 26, 2026, the attached appendices provide some clarification regarding comments/questions asked by Councillors and an outline of STAC's plans for 2026.

One of the questions that arose during the deliberations was if the request for the Municipal funding represented our entire budget. At this time, we have funding confirmed from New Horizons for \$19,151, Healing Pathways for \$24,530, as well as \$6,500 in funds from other sources. We are awaiting response to funding applications for an additional \$34,670.

STAC provides programs for all of Richmond County. Working collaboratively with seniors' clubs, our focus is to:

- Promote age-friendly communities and the well-being of older adults
- Communicate information
- Convene large gatherings (such as the Community Health and Wellness Expo 2025)
- Advocate to influence decision-making locally, provincially, and federally with respect to seniors' needs and challenges, and
- Build capacity and connections with others to leverage assets and resources.

Local seniors' clubs offer social programming. Some provide educational opportunities. However, their focus is mostly on their own members. We Care Days (open to all seniors in Richmond County) are held by the Fleur-de-Lis Club in partnership with STAC. Information compiled by STAC from our FB page is shared by clubs through their social media. They also share our quarterly newsletter and monthly/weekly calendars. STAC participates in research projects and advocates on behalf of seniors with input from clubs. We create programming for Telile to which they have access. We provide peer support for grief and mental health programming open to all seniors in Richmond County.

We would like an opportunity to meet with the Council in-camera to understand better the processes involved in applications for Municipal funding. We would also appreciate having a conversation about some of the comments made during the discussion of our budget request. We look forward to working collaboratively with Council to enhance the lives of seniors in Richmond County.

Sincerely, Dorothy R Barnard, STAC Board Chair

Appendix A – Planned activities for 2026

Proposed activities for the upcoming year

1. create committees for long term sustainability of operations
2. host a conference
3. participate in the Homeward Bound Project (see section on additional information - partnerships)
4. participate in the Elder Village/Creative Aging project if funded (see section on additional information - partnerships)
5. continue advocacy
6. offer Mental Health First Aid Training for Older Adults
7. offer New Connected Transitions: A 4-Week Connection Circle for Belonging & Well-being
8. partner with Bereaved Families to offer grief support programs
9. partner with Fleur-de- list for We Care Day planning
10. arrange and offer presentations at Clubs
11. develop a Seniors Resource Toolbox for local clubs to support their work
12. develop directory of local resources for seniors
13. carry out the deliverables outlined for our New Horizons grant and Healing Pathways grant
14. take part in the Raising the Villages (RTV) meeting in March and partner for another planned RTV meeting later in the year.
15. provide information through our newsletter (quarterly), calendars (monthly), Facebook posts (daily) and Telile programming (weekly). These all require researching topics to provide accurate information, liaising with clubs to collect events for the calendar and communicating with potential participants for the Age Friendly Conversations on Telile. STAC information contributions reach a much larger audience when shared by club members and others.
16. host in-person sessions with different seniors' clubs
17. promote and share online educational programs (NS Health, McMaster Aging Portal, Alzheimer Society, etc.)

Grant funding will determine other activities.

Appendix B – Clarifications

Volunteer Board and Paid Coordinator

The members of our Board come from a wide variety of backgrounds, skills and perspectives. They also bring their connections with other organizations, groups, and people to our Board deliberations. And they come knowing that we are attempting to improve the life of all seniors within Richmond County.

Like most non-profit organizations, STAC has a volunteer board and operates on limited funds largely obtained through grant funding. As for most organizations like ours, having access to paid professional staff/contractors is key for sustainability and effectiveness. Since the establishment of STAC, we had access to our present Community Coordinator through her role in Nova Scotia Health (at no cost to us). This enabled our past accomplishments. With her retirement in January 2023, this support ceased as priorities changed for the person hired as her replacement. To continue to serve the seniors of Richmond County, STAC hired her as our Community Coordinator. We benefit greatly from her wealth of experience in health domains, community development, seniors' issues, as well as working in senior leadership roles as the Executive Director with five different not-for-profit organizations.

Two Remuneration Amounts

Our operating funding application listed two remuneration amounts:

(1) Amount of \$ 11,000: part-time earning for the Community Coordinator.

(2) Amount of \$ 7,000: part-time assistant with the skill set to assume some elements of STAC's communication efforts, such as the monthly calendar we produce which forms the basis of the calendar placed on the Municipality's website. This would allow our Community Coordinator to concentrate on strategic work to best utilize her knowledge and experience. This would also provide an opportunity for mentorship by our current Coordinator and aid in succession planning.

Coordinator (contract position)

- mentor assistant
- support Board in their endeavours
- support Board committees and participate on committees as needed
- participate in Homeward Bound Project
- lead work on the newsletter – find contributors, research topics, contact people for interviews, format the newsletter, etc.
- post on social media daily
- contribute to Richmond Reflections quarterly publications
- seek out funding opportunities and prepare applications
- work with Telile to develop, plan and host programs promoting age friendly communities
- lead organization of conference
- organize AGM
- assist with budget development
- build partnerships and networks
- partner with Fleur-de-Lis We Care Day planning
- draft letters of support for clubs and organizations applying for funds/awards/etc.

Assistant (contract position)

- organize STAC meetings (arrange for venues, send out notices, take minutes, etc.)
- disseminate letters of support
- research/gather information for/create/distribute monthly calendar
- research information, check facts, etc. for FB posts - daily/weekly
- produce promotion/information posters in Canva- ongoing
- contribute to the newsletter- quarterly
- contribute to annual report and planning annual meeting
- support logistics for a conference/gathering

Appendix C – Grant Applications

Because of the way most grant funding is allotted, a maximum of 12% is permissible for operating/administration dollars as well as varying limitations for remuneration of staff/contract workers.

New Horizons Seniors Program - \$19,151 - funded

(Service Canada)

Deliverables for project include:

- Expanded programming that features guests speaking on topics related to aging.
- Live public service announcements on specific events and topics.
- Recordings of live presentations that take place in several locations throughout Richmond County which are edited for television so people who are unable to attend in person have access.
- Interviews of older adults in the community who are making a difference.
- Preparing materials in larger print format.
- Preparing more content in French.

Age-Friendly Communities Grant Program- \$18,200 - pending decision

(Dept of Seniors and Long-Term Care)

- STAC in partnership with the Pictou County Community Health Centre will offer four training opportunities for the Mental Health First Aid - Supporting Older Adults program – two in each County.
- Coordinators from each County will co-facilitate community workshops and work together on developing promotional materials and recruitment strategies.

Healing Pathways - \$24,530 – funded

(Nova Scotia Hospice Palliative Care Foundation)

This project will focus on increasing comfort with grief.

- One component is a "Good Life, Good Death Expo" to support individuals and families navigate the many complex topics of end-of-life planning and care, navigating systems, advanced planning and what services are available to support families through grief.
- Other components include community presentations and public awareness endeavours.

Building Capacity in Mental Health First Aid for Older Adults in Rural Communities - \$16,810 – pending decision

(Mental Health Foundation of Nova Scotia)

- partnership between Seniors Take Action Coalition and the Pictou County Community Health Centre
- collaboration with local VON
- build capacity in our communities through two sessions in each County

Coordinators in both Counties have previously taken the instructor trainer course for Mental Health First Aid for Older Adults. VON in both Counties and the St. Anne Centre will send between eight to ten of their staff members to take this training.

Appendix D - Additional Information

Advocacy

STAC listens to Richmond County seniors to determine issues of concern, researches the topic, writes letters to those who can address the issues identified, shares information through social media posts and provides others with template letters to promote participation in creating positive change. Although STAC is unable to evaluate the impact of its advocacy efforts, the advocacy process has resulted in increased awareness of issues relevant to and impacting seniors.

Leadership in Age-Friendly Communities

From 2024 to 2026, STAC benefited from a *Department of Seniors and Long-term Care* grant to develop the “*Seniors Centre without Walls*” program. Funds were applied to the following:

- Improved access to information via programming on Telile Community Television;
- Partnerships to bring educational sessions to several communities;
- Hosting the successful Health and Wellness Expo featuring 35 service providers;
- Collaboration with the Pictou County Seniors Outreach Program to pursue funding to expand their Mental Health Resilience Program and adapt it to rural seniors;
- Production of a Tool Kit for use by seniors’ clubs

Communications and Outreach

STAC has a proven track record with respect to communications and outreach using a variety of communication tools. In 2026-2027, we will continue to share information as outlined above in our 2026-2027 plan.

Collaborations and Partnerships

STAC has a proven track record of collaborating with other organizations to leverage existing programs and services and to build capacity in the County’s communities.

i) Presentations:

- Presentations in collaboration with local seniors’ clubs (e.g. Dementia Live and the Caregivers NS Support Group sessions);
- Co-hosting “We Care Days” sessions. STAC secures the presenters, promotes and facilitates these sessions.

Planned workshops include:

- Living your Best Life
- Aging 101
- Building a Community of Death and Grief Literacy
- Living with Grief Program and five Support N Share sessions

- ii) STAC was a significant part of Dalhousie University's *ACTing Collectively* study which resulted in valuable data to identify gaps including mental health and bereavement. Subsequently, STAC established a partnership with *Bereaved Families* to provide a six-week program, *Living with Grief*, as well as *Support NS Share* sessions which will occur in 2026.
- iii) By invitation, STAC is involved with the *Lived Experience Advisory Council for the Homeward Bound* grant, a multi-million, multi-year project spearheaded by Cape Breton University (CBU). The project takes a community-based participatory approach to build programs and infrastructure to support rural Nova Scotians to age in the right place.
- iv) STAC is a community partner in the *Elder Village/Creative Aging project*, an on-line interactive programming project with CBU and McMaster University in Hamilton, Ontario.
- v) STAC is identified as a collaborator on the grant application, *CIHR Summer Program in Aging*. This grant would allow CBU to bring together graduate and postgraduate trainees to build capacity for gerontological research in a Canada Summer School on CBU campus. Seniors within Richmond County recommended by STAC would take part in various educational endeavours for the students. Although these university associated projects may not provide us with financial support, these projects allow STAC an opportunity to bring various resources and educational/ employment opportunities to Richmond County.
- vi) The Board of the *At Home Housing Association (AHHA)* recently requested that STAC put forward the name of a representative to serve on their Board. AHHA supports inclusive communities where people have access to safe, sustainable, and affordable housing.
- vii) STAC partnered with *Pictou County Seniors' Outreach and the Pictou County Community Health Centre* to apply for funding to bring mental health training to both Counties.
- viii) Other partners include: Aging Well Nova Scotia, Conseil de Développement de la Nouvelle-Écosse, Bereaved Families Nova Scotia, Service Canada (Reaching All Canadians), Universities

Seniors Take Action Coalition of Richmond County

Annual Operating Budget
April 1, 2026 to March 31, 2027

Revenue Source	Chart of Account	Amount
New Horizons	Grants - Funding (4000)	19,151.00 \$
East Coast Credit Union	Grants - Funding (4000) Carried Over	947.00 \$
STAC & Municipal Funding	Grants - Funding (4000)	27,530.00 \$
Membership Fees	Membership Fees (4010)	- \$
Fundraising	Fundraising (4030)	600.00 \$
Interest	Interest (4040)	- \$
Strait Richmond Health Care Foundation	Grants - Funding (4000) Carried over	5,000.00 \$
Healing Pathways	Grants - Funding (4000)	24,850.00 \$
A. Total Revenue		78,078.00 \$
Expenses		
East Coast Credit Union		
Activities	Activities (5080)	247.00 \$
Coordinator Fees	Coordinator Fees (5010)	700.00 \$
		\$947.00
STAC & Municipal Funding		
Coordination Fees	Coordinator Fees (5010)	
Coordination Travel	Traveling Expenses (5030)	
Insurance	Insurance (5060)	
Office Expenses	Office Supplies (5070)	
Advertising and Promotion	Advertizing & Promotion (5040)	
Banking Fees	Banking Fees (5090)	
Meeting Expenses	Activities (5080)	
Newsletter Production	Advertizing & Promotion (5040)	
Registry of Joint Stocks	Legal Fees (R.J.S.) (5110)	
Membership Fees	Membership Dues (5100)	
Federation Expenses AGM	Miscellaneous (5130)	
Bookkeeping		
		\$27,850.00
New Horizons Grant		
Coordinator Costs		6,160.00 \$
Telile Production Costs		5,000.00 \$
Honorariums for Presenters/Seniors Interviews		1,200.00 \$

Travel Costs	1,050.00 \$
Large Print Materials	1,500.00 \$
Translation	2,500.00 \$
Admin Fees- can include bookkeeping and office supplies	1,741.00 \$
	19,151.00 \$

Healing Pathways

Coordinator Costs	\$9,600.00
Travel costs coordinator	\$1,100.00
Educational SEssions Refreshments- 8	\$400.00
Educational sessions Venue-8	\$800.00
Participant travel to sessions	\$500.00
Expo Keynoote and Faciliator costs	\$1,150.00
Expo Venue	\$600.00
Expo participant travel	\$500.00
Expo Travel and Accomodation	\$850.00
Expo Lunch and Refreshments	\$2,000.00
Telile Production Costs for programming	\$2,800.00
Printing	\$2,000.00
Admin costs	\$2,230.00
	\$24,530.00

Strait Richmond Health Foundation

Coordinator Fees	Coordinator Fees (5010)	1,380.00 \$
Coordinator Travel	Traveling Expenses (5030)	620.00 \$
Venue Facility Rental	Rental (5050)	300.00 \$
Refreshments	Activities (5080)	700.00 \$
Printing Costs	Advertizing & Promotion (5040)	1,000.00 \$
Honorariums and Gas Cards	Professional Fees (5020)	1,000.00 \$
		\$5,000.00

B. **Total Expenses**

C. **Net Income (Loss) (A - B = C)**

78,078.00 \$



BRIEFING NOTE

Municipality of the County of Richmond

Canada Day Grants and Student Bursaries

May 11, 2026

Purpose

The purpose of this briefing note is to seek Council approval for funding allocations related to Canada Day funding for community activities and student bursaries for the 2026/2027 fiscal year, prior to the completion and formal approval of the 2026/2027 budget.

Background

Historically, Council has provided annual financial support for local Canada Day celebrations organized by community groups, as well as student bursaries for graduates within the county. These initiatives support community engagement, youth achievement, and cultural celebration.

Although the 2026/2027 operating budget has not yet been finalized or approved, there is a need for early confirmation of funding to allow:

- Community organizations sufficient time to plan and organize Canada Day activities and events; and
- Local schools and education centres to plan graduation activities and allocate bursaries to graduating students in a timely manner.

Recommendation / Motion

It is recommended that Council approve the following funding allocations for the 2026/2027 fiscal year:

Canada Day Grant Funding

- \$15,000 for Canada Day community grant funding.

Student Bursaries

- \$3,000 for student bursaries to be distributed at follows:
 - Richmond Academy - \$1500.00
 - École Beau-Port - \$750.00
 - Potlotek Education Centre - \$750.00

Prepared By: Kathleen Jeffrey, Director of Finance

Contact Person: Kathleen Jeffrey, Director of Finance

Date: May 11, 2026