



Regular Council Meeting

Tuesday, May 26, 2026

Council Chambers

6:45 p.m.

AGENDA

1. **Call to Order**
2. **In Camera Session**
 - a) Personnel
3. **Opening Acknowledgement**
4. **O'Canada**
5. **Roll Call of Councillors**
6. **Recommendations from In Camera Session (if applicable)**
7. **Items Added to the Agenda (Approval of Agenda)**
8. **Review of Minutes, Re:**
 - a) April 27, 2026, Special Meeting
 - b) April 28, 2026, Regular Council Meeting
 - c) May 14, 2026, Special Meeting Budget Deliberations
9. **Question Period:**
 - Restricted to items on the Committee Reports
 - Phone: (902) 226-9885 (see question period details below)
10. **Committee Reports:**
 - a) Committee of the Whole
 - i. VON proclamation request
 - ii. Correspondence from Jim Cavagagh, Fire Chief, Port Hastings Volunteer Fire Department, Re: Allan J. MacEachen Regional Airport Management Committee Update
 - b) By-law/Policy Committee
 - i. Flag Policy
 - ii. Credit Card Policy



- c) IDEA Committee
 - i. Public awareness posters provided by the Province of Nova Scotia

11. New Business

- a) Destination Cape Breton, Re: Port Hastings Visitor Information Centre – Proposal for a collaborative operating model

12. Correspondence

- a) Action Required
 - ii. Email from Celeste Gotell, Community Outreach Coordinator, Seniors Take Action Coalition of Richmond County, Re: World Elder Abuse Awareness Day proclamation request
- b) For Information Purposes
 - i. Letter from the Honourable Kim Masland to the Nova Scotia Federation of Municipalities (NSFM), Re: Act to Provide Support for Fire Protection Services
 - ii. Letter from MOCR to the Honourable Kim Masland, Minister of Emergency Management, Re: Invitation to meet in Richmond County regarding Fire Services
 - iii. Letter from Derek Estabrook, Executive Director, Atlantic Hydrogen Alliance, Re: 2nd Annual Hydrogen East Conference

13. Member of Council Items

- a) Deputy Warden Amanda Mombourquette, Re: Wind Europe

14. Review of Action Items

15. Items Added to the Agenda

16. Question Period

- Restricted to the remainder of the agenda following the Committee Reports
- Phone: (902) 226-9885 (see question period details below)

17. Adjournment

Question Period Details

Phone In: (902) 226-9885

Any member of the public may ask a question on any item listed in the agenda without giving notice. A maximum of ten (10) minutes is set aside for Question Period. Anyone wishing to ask a question, either in person or by phone, must identify who they are prior to asking the question.

Comments must be phrased in the form of a question. Council will hear the question and will answer if appropriate.

No person speaking during Question Period shall:

- Speak disrespectfully
- Use offensive words
- Disobey the rules of order or a decision of the Chair

Livestreaming

All Committee of the Whole and Regular Council Meetings will be live streamed on the Municipality of the County of Richmond YouTube Channel.

The link for the meetings can be found at [Municipality of the County of Richmond - YouTube](#)



Special Meeting – Budget Deliberations

April 27, 2026

Location: Council Chambers

Present: Warden Lois Landry, Deputy Warden Amanda Mombourquette, Councillor Brian Marchand, Councillor Brent Sampson, Councillor Shawn Samson

Staff: Troy MacCulloch, Chief Administrative Officer (CAO), Chris Boudreau, Director of Public Works, Kathleen Jeffrey, Director of Finance, Shannon Mury, Director of Community Development and Recreation, Shelley David, Municipal Clerk

1. Call to Order

Warden Lois Landry called the meeting to order at 5:04 p.m.

2. Approval of the Agenda

Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, that the agenda be approved.

Motion carried.

3. 2026-2027 Budget Planning – Capital Plan

Chris Boudreau, Director of Public Works, provided an overview of the draft 2026-2027 Year Capital Plan. Discussion ensued on the following:

- Richmond Arena Floor/Refrigeration System Replacement
- Municipal Building HVAC
- Fleet Vehicle
- Sewer System Renewal
- Curbside Collection Vehicle
- Construction and Demolition Site Expansion
- Landfill Closure Phase 3
- Bulk Water Filling Station
- Watermain Replacement
- Arichat Water System Upgrades
- Arichat Water Treatment Plant – Residuals Treatment/Disposal
- Waste Facility Office Trailer/Lunchroom Purchase
- Cost-Shared Road Paving



4. Adjournment

There being no further business, the Chair adjourned the meeting at 6:42 p.m.

Chairperson

Municipal Clerk

DRAFT



Regular Council Meeting

April 28, 2026

Location: Richmond Room and Council Chambers

Present: Warden Lois Landry, Deputy Warden Amanda Mombourquette (Virtually), Councillor Brent Sampson, Councillor Brian Marchand, Councillor Shawn Samson

Staff: Troy MacCulloch, Chief Administrative Officer (CAO), Danielle Martell, Community Development Coordinator

1. Call to Order

Warden Lois Landry called the meeting to order at 6:30 p.m.

2. In Camera Session - Personnel

Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, that the meeting move to an in camera session at 6:32 p.m.

Motion carried.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the meeting revert to regular session at 7:00 p.m.

Motion carried.

3. Opening Acknowledgement

The Warden made the following opening acknowledgment:

We are gathered today on Unama'ki, the Land of Fog, a part of Mi'kma'ki, the unceded traditional territory of the Mi'kmaq people since time immemorial. We honour and thank the Mi'kmaq for sharing their land and home with us.

4. O'Canada

Warden Lois Landry asked everyone to stand, if able, for the singing of O'Canada.

5. Roll Call of Councillors

Troy MacCulloch, CAO, took the roll call of Councillors.

6. Recommendations from In Camera (if applicable)

n/a

7. Items Added to the Agenda (Approval of Agenda)

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the agenda be approved.

Motion carried.



8. Review of Minutes, Re:

a) April 7, 2026, Special Meeting

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the minutes of the April 7, 2026, Special Meeting be adopted.
Motion carried.

b) March 24, 2026, Regular Council

Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, that the minutes of the March 24, 2026, Regular Council meeting be adopted.
Motion carried.

9. Question Period:

There were no questions.

10. Committee Reports:

a) Committee of the Whole

- i. The Committee discussed the new agreement with the Richmond County Truckers Association for the transportation of municipal solid waste and recycling.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole, and authorize staff to proceed with execution of a new agreement with the Richmond County Truckers Association for transportation of municipal solid waste and recycling with a 12% increase to the base trucking rates, and further recommended that the base rates be adjusted annually on April 1 to reflect changes in CPI for the prior 12 months. The new base rates, effective April 1, 2026, would be \$411.60 and \$517.44 (at 0% TANS surcharge) for shipments to Guysborough and Edwardsville.

Motion carried.

- ii. The Committee discussed the Isle Madame New Horizon Seniors Club grant request for the Tier 1 – Community Grant Funds for \$1,000, submitted as the host organization for the Persons with Impaired Vision Group.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and defer the Isle Madame New Horizon Seniors Club grant application, submitted as the host organization for the Persons with Impaired Vision Group, until the 2026-2027 budget is approved.

Motion carried.

- iii. The Committee discussed the Richmond Rize Volleyball Association sponsorship request for \$1,000.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council accept the recommendation of the Committee of the Whole and defer the Richmond Rize Volleyball Association sponsorship request until after the approval of the 2026-2027 budget.

Motion carried.

- iv. The Committee discussed the Letter from John Bain, Director, Eastern District Planning Commission, regarding staff appointments.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and accept the Eastern District Planning Commission staff appointments as outlined in the letter to Council. The positions are:

- Building Inspection:
 - Building Inspectors: Andre Samson and Sean Donovan
 - Assistant Building Inspector: Todd Samson
 - Alternates: David MacKenzie, Jonathan Martin, and Luke Ross
- Development Officer: Andrew Jones
 - Alternates: John Bain; Hetvi Joshi; Brendan MacDonald; Kristen Scanlan, and Mikayla Tait.
 - Assistant Development Officers: Todd Samson; Heike Bruckner and Andre Samson
- Fire Inspectors: Andre Samson and Todd Samson
 - Alternates: S. Donovan; D. MacKenzie; J. Martin and L. Ross.



- Dangerous or Unsightly Premises
 - Administrators: Sean Donovan and John Bain
 - Alternates: Todd Samson, Luke Ross, and Andre Samson
- Special Constables: Building/Fire Codes, Dangerous or Unsightly Premises, Land Use By-laws
 - Sean Donovan and Jonathan Martin

Motion carried.

- v. The Committee discussed the request from Terry Smith, CEO of Destination Cape Breton, regarding amendments to the MOCR Marketing Levy By-law for short-term rental platforms.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and refer the Marketing Levy By-law to the By-law/Policy Committee.

Motion carried.

- vi. The Committee discussed the request from Donna Lugar, Vice-President of the Nova Scotia Lyme & Tick-Borne Diseases Association, to proclaim May as Lyme Disease Awareness Month.

Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole and proclaim May as Lyme Disease Awareness Month.

Motion carried.

Lyme Disease Awareness Month Proclamation

WHEREAS Lyme disease is a serious illness caused by the bite of a blacklegged tick infected with the bacterium *Borrelia burgdorferi*; and
WHEREAS blacklegged ticks carrying a variety of diseases or illnesses can now be found in all parts of Nova Scotia; and

WHEREAS awareness, education, and practicing preventative measures, such as daily tick checks and proper tick removal, can help reduce your chances of contracting tick-borne diseases;

THEREFORE, be it resolved that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby proclaim May 2026 as “Lyme Disease Awareness Month”.

Moved Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that the Committee of the Whole Report for the month of April 2026 be adopted.

Motion carried.

a) Audit Committee

- i. The Committee discussed the Audit Committee Terms of Reference.

Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Audit Committee and refer the Audit Committee Terms of Reference, with the adjustments, to the By-law/Policy Committee.

Motion carried.

- ii. The Committee discussed the Credit Card Policy.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council accept the recommendation of the Audit Committee and refer the Credit Card Policy to the By-law/Policy Committee for review.

Motion carried.

Moved by Deputy Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Audit Committee Report for the month of April 2026 be adopted.

Motion carried.

b) By-Law/Policy Committee

- i. The Committee discussed the Dry Fire Hydrants Policy.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the By-law/Policy Committee and adopt the Dry Fire Hydrants Policy as presented, with the following changes:

- In section 1.1, replace the last sentence to read, “This policy applies to dry fire hydrants installed after January 1, 2024.”
- In section 2.4, replace the first sentence to read, “Any dry fire hydrants installed under this policy will be owned by the Municipality.”
- In section 3.3 (a), add an “s” to the word hydrant.

Motion carried.



- iii. The Committee discussed the 2026-2027 Grants Policy.
Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council accept the recommendation of the By-law/Policy Committee and adopt the 2026-2027 Grants Policy as presented, with the following change:
- In section 5.4 (c), add the word “applicant” before the word “financial.”
- Motion carried.
- iv. The Committee discussed the Road Name Change Policy.
Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the By-law/Policy Committee and repeal the Road Name Change Policy.
Motion carried.
Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the By-law/Policy Committee and refer the development of a new Road Name Change Policy to the By-law/Policy Committee.
Motion carried.
- v. The Committee discussed the use of business days versus calendar days when publishing agendas and meeting packages on the Richmond County website.
Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council accept the recommendation of the By-law/Policy Committee and revise the Publication of Council, Committee of Council, Committee Reports, and Meeting Packages on Municipal Website Policy as follows:
- In sections 2.3 and 3.7, remove the word “business”.
 - In section 2.3, insert the word “either” before the word “Council” and remove the comma after “Council”.
- Motion carried.
- vi. The Committee discussed the structure of the solid waste management facility tipping fees.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the By-law/Policy Committee and direct staff to provide a staff report by the end of January 2027 on alternative ways to structure the tipping fees.
Motion carried.

- vii. The Committee discussed the Audit Committee Terms of Reference.
Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the By-law/Policy Committee and adopt the Audit Committee Terms of Reference as presented.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the By-Law/Policy Committee for April 2026 be adopted.
Motion carried.

11. New Business, Re:

- a) Louisdale and District Volunteer Fire Department Boundary

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council accept the request of the Louisdale and District Volunteer Fire Department to assume full responsibility for Richmond County area currently serviced by the West Bay Road and District Volunteer Fire Department (which is MacIntyre Lake to Cleveland, down to Lower River and Evanston, north of the Strait Richmond Hospital), effective June 1, 2026.

Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, to amend the main motion to change the effective date to July 1, 2026.

Motion carried.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council accept the request of the Louisdale and District Volunteer Fire Department to assume full responsibility for Richmond County area currently serviced by the West Bay Road and District Volunteer Fire Department (which is MacIntyre Lake to Cleveland, down to Lower River and Evanston, north of the Strait Richmond Hospital), effective July 1, 2026.

Motion carried.

12. Warden, Re:

- a) Strait Area Chiefs, Mayors, and Wardens Committee meeting update

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that Council authorize the Warden to be a signatory, on behalf of Council, on letters to federal and provincial representatives regarding (a) the state of cellular service in the region and (b) the proposed NSCC sister residence and its potential to bolster housing stock in the region.

Motion carried.

13. Correspondence

- a) Action Required:

n/a

- b) For Information Purposes

- i. Letter from Juanita Spencer, CEO, Nova Scotia Federation of Municipalities, Re: Funding for public libraries
- ii. Letter from Warden Shaun Hatfield, Municipality of Barrington, to the Honourable Tim Houston, Re: Request for five-year freeze on power rates and exploration of public ownership of Nova Scotia Power
- iii. Letter from Dorothy Barnard, Chair, Seniors Take Action Coalition, to the Honourable Barbara Adams, Minister of the Department of Seniors and Long-Term Care, Minister of the Department of Opportunities and Social Development, Re: Strike of long-term care workers
- iv. Letter from the Honourable John A. MacDonald, Minister of Municipal Affairs, Re: Legislative amendments
- v. Letter from Warden Penny Smith, Municipality of Shelburne, Re: Request for five-year freeze on power rates and exploration of public ownership of Nova Scotia Power
- vi. Letter from Bradley Malcolm, Chief of the West Bay Road Volunteer Fire Department, Re: Louisdale and District Volunteer Fire Department Boundary
- vii. Letter from NSFAM, Re: Reducing property taxes for homes rebuilt after destruction from a natural disaster.



14. Review of Action Items

a) Action Items List

For information only.

15. Items Added to the Agenda

There were no items added to the agenda.

16. Question Period

Fire Chief Bradley Malcolm, West Bay Road and District Volunteer Fire Department, approached Council regarding the Louisdale and District Volunteer Fire Department Boundary.

17. Adjournment

There being no further business, the Chair adjourned the meeting at 8:12 p.m.

Chairperson

Municipal Clerk



Special Meeting – Budget Deliberations

May 14, 2026

Location: Council Chambers

Present: Warden Lois Landry (Virtually), Deputy Warden Amanda Mombourquette, Councillor Brian Marchand, Councillor Brent Sampson, Councillor Shawn Samson

Staff: Troy MacCulloch, Chief Administrative Officer (CAO), Chris Boudreau, Director of Public Works, Kathleen Jeffrey, Director of Finance, Shannon Mury, Director of Community Development and Recreation, Shelley David, Municipal Clerk

1. Call to Order

Deputy Warden Amanda Mombourquette called the meeting to order at 9:03 a.m.

2. Approval of the Agenda

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the agenda be approved.

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the main motion be amended by adding the words “with an additional in camera session for legal matters at the end of the meeting”.

Motion carried.

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the agenda be approved with an additional in camera session for legal matters at the end of the meeting.

Motion carried.

3. Budget Planning

a) Review of Capital and Funding Contributions

Funding Contributions

Kathleen Jeffrey provided a verbal overview of the outstanding items for which Council had requested further information, including:

- Ground Search and Rescue
- Seniors Take Action Coalition
- LeNoir Forge and Nicolas Denys Museum Agreements
- At Home Housing Association



- Dolly Parton Project
- Contributions to the SAREC Pool
- Allan J MacEachen Regional Airport
- River Bourgeois Light House
- St. Martha's Regional Hospital Foundation
- Cape Breton University
- Heavy Garbage Collection
- Insurance for Instructors
- Naviline 9 Accounting Software
- Fire Services Request for Tender
- Low Income Property Tax Exemptions

Kathleen Jeffrey guided Council through each section of the updated draft Funding Contributions List. It was the consensus of Council to have staff update the list to reflect the following:

- Seniors Take Action Coalition - \$20,000
- Cape Breton University - \$12,500
- Dolly Parton Imagination Library - \$2,600
- Trails - \$25,000
- Waterfront Development - \$25,000
- Supplementary Funding Applications (Tier 1/Tier 2) - \$62,000 (District Funds - \$25,000, General Funds - \$35,000, Instructor/Facilitator - \$2,000)
- Strategic Priorities of Council/Low Income Property Tax Exemption - \$25,000
- Infrastructure/Permit Fees - \$0

Warden Lois Landry left the meeting at 10:08 a.m.

Recess: 10:15 a.m. to 10:20 a.m.

Warden Lois Landry returned to the meeting at 10:26 a.m.

2026/2027 Year Capital Plan

Kathleen Jeffrey and Chris Boudreau provided an overview of the updated draft capital plan. Council reached a consensus to increase the budget for the Bulk Water Filling Station Project by \$25,000, bringing the total project allocation to \$75,000.



b) Canada Day Grants, Student Bursaries

Moved by Councillor Shawn Samson, seconded by Councillor Brent Sampson, that Council approve the funding allocation for Canada Day Grant funding in the amount of \$15,000.

Motion carried.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council approve the funding allocation for Student Bursaries in the amount of \$3,000, to be distributed as follows:

Richmond Academy - \$1,500

École Beau-Port - \$750

Potlotek Education Centre - \$750

Motion carried.

4. In Camera Session - Personnel

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the meeting move to an in camera session at 10:42 a.m.

Motion carried.

Warden Lois Landry left the meeting at 11:14 a.m.

Recess: 12:00 to 12:36 p.m.

Warden Lois Landry returned to the meeting at 12:36 p.m.

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the meeting revert to regular session at 3:46 p.m.

Motion carried.

5. Recommendations from In Camera

Moved by Councillor Brian Marchand, seconded by Warden Lois Landry, that Council refer the Councillor Travel on how it is presented in budget to the Audit Committee.

Motion carried.

Moved by Councillor Brian Marchand, seconded by Shawn Samson, that Council investigate the cost related to streetlights.

Motion carried.



Moved by Councillor Brian Marchand, seconded by Warden Lois Landry, that Council direct the Warden to write a letter to the Allan J MacEachen Regional Airport and the Town of Port Hawkesbury regarding funding contributions.

Motion carried.

6. In Camera Session – Legal

Moved by Warden Lois Landry, seconded by Councillor Brent Sampson, that the meeting move to an in camera session at 3:52 p.m.

Motion carried.

Councillor Shawn Sampson and Warden Lois Landry left the meeting at 3:58 p.m.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand that the meeting revert to regular session at 4:01 p.m.

7. Recommendation from In Camera

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council release the statement as discussed in closed session.

Motion carried.

Statement: As per Section 15 of the Regulations of the Code of Conduct

A complaint was made by Warden Lois Landry against Councillor Shawn Samson under Section 11 (Improper use of influence) and Section 14 (Fairness) of the Code of Conduct for Elected Officials of the Municipality of the County of Richmond on December 23, 2025.

As per the Code, an investigator was hired, and the investigation began shortly thereafter. The investigator presented his findings/report to Council on May 12, 2026. In his findings, he concludes that Councillor Shawn Samson has not breached the Code as alleged and there has been no improper use of influence nor special consideration, treatment, or advantage, and that no sanctions should be imposed.

At a special meeting of Council on May 14, 2026, Council moved that after a review of the investigator's report and hearing from Councillor Shawn Samson, they determined, that they agree with the investigator that no breach of the Code had occurred and thus no sanctions will be imposed against Councillor Shawn Samson.



8. Adjournment

There being no further business, the Chair adjourned the meeting at 4:03 p.m.

Chairperson

Municipal Clerk

DRAFT



**Committee of the Whole Report
May 2026**

The Committee met on May 12, 2026.

The Committee discussed the VON proclamation request.

I move that Council accept the recommendation of the Committee of the Whole and proclaim May 17-23, 2026, as VON Week in Richmond County.

The Committee discussed the correspondence from Jim Cavanagh, Fire Chief, Port Hastings Volunteer Fire Department.

I move that Council accept the recommendation of the Committee of the Whole and direct the Warden to write a letter to the Allan J. MacEachen Regional Airport Management Committee recommending that emergency services representation be included on the committee.

I move that Council accept the recommendation of the Committee of the Whole and direct the Warden to forward the correspondence from Jim Cavanagh, Fire Chief of the Port Hastings Volunteer Fire Department, to the Allan J. MacEachen Regional Airport Management Committee, with a request that the items raised be placed on the agenda for discussion at an upcoming committee meeting.

This concludes the Committee of the Whole Report for the month of May 2026, and I move its adoption.



VON PROCLAMATION

Whereas, the Victorian Order of Nurses for Canada is a charitable, community-based healthcare organization that has addressed community health and social needs for 129 years.

Whereas, VON *Richmond County* home support workers, community support services coordinators and many other staff and volunteers have been caring for the lives and well-being of residents of *Richmond County* since 2019; and VON's nursing, health promotion and support services make a contribution to the healthcare system in *Nova Scotia*.

THEREFORE BE IT RESOLVED that I, *Warden Lois Landry*, on behalf of *Richmond County Municipal Council*, hereby proclaim May 17-23, 2026, as VON Week here in *Richmond County*.

I would like to encourage all residents of *Richmond County* to support VON and our community by sharing positive messages and supporting VON *Richmond's* charitable programs.

Dated at Arichat, Nova Scotia
this day of , 2026.

Warden Lois Landry





By-Law/Policy Committee Report

May 2026

The Committee met on May 12th, 2026.

The Committee discussed the Flag Policy.

I move that Council accept the recommendation of the By-law/Policy Committee and adopt the Flag Policy as presented.

The Committee discussed the Credit Card Policy.

I move that Council accept the recommendation of the By-law/Policy Committee and to adopt the Credit Card Policy as presented, with the following changes:

- In section 4.1(c), remove the words “inclusive of tax”.
- In section 4.1(c), add the words “and cash value” after the word “balance” and add “on the first Regular Council meeting in April” after the word “annually”.
- In section 4.4(a)(iii), replace the words “lost or stolen” with “lost, stolen, or compromised”.
- In section 4.5(c), replace the word “checked” with “signed in”.

This concludes the monthly report of the By-Law/Policy Committee for May 2026, and I move its adoption.



Title: Flag Policy

Approved by Council

Date:

Policy Review Notification

Date: April 28, 2026

Policy Review

Date: May 12, 2026

I certify this to be a true copy of the **Flag Policy** as adopted by the Municipal Council of Richmond County at a Public Meeting held ____.

Shelley David

1. Purpose

The purpose of this Policy is to establish a framework to govern requests for flag raisings received from the community and to establish a consistent protocol for the flying of flags at the Municipality of the County of Richmond Administrative Building.

2. Scope

All municipal property that fly flags, any flag request received by the Municipality, and all employees that fall within the scope of this policy.

3. Roles & Responsibilities

3.1. Municipal Council will be responsible to:

- a) review every year, amend, and adopt the flag policy as necessary, and
- b) support the Chief Administrative Officer (CAO) and staff in policy implementation.

3.2. The CAO will be responsible to:

- a) Implement the flag policy, and
- b) provide oversight to ensure policy implementation.

3.3. Municipal staff, that fall within the scope of this policy, will be responsible to:

- a) Adhere to the policy statements within this document.

4. Definitions

- 4.1. “**Community flag**” means any flag provided by a community group or organization to be flown on a municipally owned flagpole.
- 4.2. “**Council**” means the Richmond Municipal Council.
- 4.3. “**Half-staff**” means the position of the flag when flying at half-staff, the position will depend on its size, the length of the staff, and its location; but, as a general rule, the center of the flag should be exactly halfway down the staff. When hoisted to or lowered from half-staff position, a flag should be first raised to the masthead.
- 4.4. “**Municipal branded flag**” means the flag displaying the municipal brand.
- 4.5. “**MOCR**” means the Municipality of the County of Richmond

Policy

5. Policy Statement

- 5.1. MOCR will use flags as a means to promote awareness of cultural diversity, build stronger relationships and trust with communities in the municipality, and support a sense of pride for residents.
- 5.2. MOCR will fly five (5) flags permanently, each on their own flagpole, at the Municipal Administration Building. A sixth flagpole will be reserved for non-governmental flags or community-requested flags. The sixth pole will remain empty except when in use under this policy.

6. Permanent Flags

- 6.1. Canadian flag
- 6.2. Nova Scotia flag
- 6.3. Municipality of the County of Richmond flag
- 6.4. Acadian flag
- 6.5. Mi'kmaq flag

7. Community Flags

- 7.1. At appropriate times the following flags shall be flown on the sixth flagpole:
 - a) An appropriate Irish flag in the week leading up to March 17th
 - b) An appropriate flag during Autism Awareness Month



- c) An appropriate flag during Gaelic Awareness Month
 - d) An appropriate flag during Access Awareness Week
 - e) An appropriate flag during Victoria Order of Nurses (VON) Week
 - f) An appropriate Pride flag during the month of June
 - g) An appropriate flag in the week leading up to National Day for Truth and Reconciliation on September 30th
 - h) An appropriate flag during Veterans Week
 - i) An appropriate flag for the week of Epilepsy Awareness Day (Purple Day)
- 7.2. Other community groups may submit a written request to fly a specified flag on the sixth flagpole subject to the Council's approval. It is the responsibility of the community group to provide the appropriate flag that is to be flown.
- 7.3. Written requests should be made to the Municipality and include the following information:
- a) Community Group name;
 - b) Primary contact name, email, and phone number;
 - c) Dates of flag flying requested;
 - d) Name and image of the flag;
 - e) Purpose of the flag raising; and
 - f) Any additional relevant information (website, event invitation, etc)
- 7.4. The Municipality will consider flying community flags that:
- a) Support events or organizations that play a significant role in the MOCR.
 - b) Promote the cultural diversity of the Municipality, and
 - c) Build community connections between the Municipality and community groups and organizations.
 - d) Align with and bring awareness to the Municipality's strategic plan.
- 7.5. The Municipality will not fly the flag of religious, political, or commercial groups.
- 7.6. Requests to fly a community flag will be determined on a first come first served basis.

7.7. The Municipality reserves the right to accept, decide the duration of, reject, or amend any requests to fly a community flag on Municipal property.

8. Flag Etiquette

8.1. Flags shall be flown in a manner consistent with flag etiquette of the federal Department of Canadian Heritage.

9. Flags at Half-Staff

9.1. Flags will be flown at half-staff to mark the passing of any of the prominent public figures listed below, for a period beginning when the Municipality becomes aware of the individual's death until and including the date of the funeral or memorial service or until reasonably determined by the CAO.

a) Prominent Public Figures

- i. The Sovereign, or a member of the Royal Family related to the Sovereign in the first degree (spouse, child, parent, sibling)
- ii. The Governor General or current and former Prime Ministers of Canada
- iii. The Lieutenant Governor and current or former Premiers of Nova Scotia
- iv. Current or former Members of Municipal Council
- v. Current or former Members of Parliament who represent or represented the Municipality of the County of Richmond
- vi. Current or former Members of Legislative Assembly who represent or represented the Municipality of the County of Richmond

b) Protective Services in Richmond County (while on active duty)

- i. Police
- ii. Fire Services
- iii. Emergency Health Services
- iv. Provincial Conservation Officers
- v. Federal Fisheries Officers

c) Canadian Military personnel from Richmond County (while on active duty)

d) Other Circumstances

- i. To mourn lives lost in tragic national and international events. The Municipality of Richmond will generally mirror the practice of the Province of Nova Scotia.
- ii. Other individuals and events may be recognized at the direction of the Municipal Council and/or the Chief Administrative Officer of the Municipality of the County of Richmond.

10. Community Requests for Half-Staffing

- 10.1. Any citizen who becomes aware of an individual deserving of recognition under this policy may contact the Municipality of the County of Richmond to provide the name of the individual. The individual’s qualifications for recognition under this policy and the date of the funeral or memorial service will be relayed to the CAO in a timely manner.
- 10.2. The Chief Administrative Officer will arrange to have the flag properly lowered and flown at half-staff in accordance with this policy.
- 10.3. The Chief Administrative Officer will arrange to distribute information to Council and staff by e-mail to explain why the flag is at half-staff.

11. Review

A review of this policy and the “Flags to be Flown” will be reviewed by Council on a yearly basis (January) to determine if additional flags are required to be added to the list.

Policy Review/Amendment

Date of Review	Approved/Amended by Council
	November 22, 2021
April 25, 2022 – Amended to add a “Review” section at the end of the policy	April 25, 2022
June 18, 2024 – Amended to add a sixth flagpole for community flags and to add sections 2, 3, 4,5, and 7.	June 24, 2024
May 12, 2026 – Section 7.1(i) Epilepsy Awareness Day(Purple Day)	



Title: Credit Card Policy

Approved by Council

Date:

Policy Review Notification

Date: May 6, 2026

Policy Review

Date: May 12, 2026

I certify this to be a true copy of the **Credit Card Policy** as adopted by the Municipal Council of Richmond County at a Public Meeting held _____

Shelley David, Municipal Clerk

1. Purpose

- 1.1. This Policy outlines the procedure for using the Municipality of the County of Richmond (MOCR) corporate credit card for purchases, within the Council-established credit limit, in situations where vendor invoicing is unavailable.
- 1.2. Use of the credit card is intended to support operational efficiency and does not replace standard purchasing, tendering, or approval processes where those processes are required.

2. Scope

- 2.1. This policy applies to all MOCR employees who are authorized to use the corporate credit card under the approved sign-out procedure.

3. Roles and Responsibilities

- 3.1. Municipal Council will be responsible for reviewing, amending, and adopting the Credit Card Policy.
- 3.2. The CAO will be responsible for implementing and administering this Policy.
- 3.3. The Finance Department is responsible for providing guidance on the application of this Policy, monitoring corporate credit card transactions for compliance, reconciling statements, processing payments, and reporting any irregularities or misuse to the CAO.



4. Corporate Credit Card, Credit Limit, and Transaction Control

4.1. Card Assignment and Credit Limit

- a) MOCR will only have one credit card assigned to the Chief Administrative Officer (CAO).
- b) The CAO is authorized to distribute the credit card to Department Heads through the credit card sign-out procedure.
- c) The credit card limit is \$20,000, ~~inclusive of tax~~. Council approval is needed for a Credit Card limit increase.

4.2. Credit Card Reward Points

- a) Staff will advise Council of the reward point balance and **cash value annually on the first Regular Council meeting in April.**
- b) Council will direct Staff as to how they wish to proceed with the redemption for gift cards or cash back.

4.3. Purchasing Requirements

- a) Vendor invoicing must be used when available.
- b) Purchases must follow the MOCR Purchasing and Tendering Policy. This includes purchase order approval by the CAO for any purchase of 1,500 dollars or more.
- c) Larger purchases must not be broken down into smaller purchases in order to meet the transaction limit.

4.4. Cardholder Oversight and Controls

- a) The cardholder (or designated user) must:
 - i. Account for all credit card transactions on the MOCR sign-out sheet and must obtain, verify, and keep all receipts, charge slips, and the transaction log for tax and audit purposes.
 - ii. **Notify the Bank immediately if the corporate credit card is lost, stolen, or compromised.**
 - iii. Contact the Bank to dispute any charges using the customer service contact information provided with the corporate credit card.



4.5. Credit Card Security and Protection

- a) The credit card must be stored in a designated secure, locked location when not signed out.
- b) When signed out, the credit card must never be left unattended, including in vehicles, unlocked desks, or unsecure areas.
- c) The credit card must be **signed in** upon return following a purchase.

5. Prohibited Use

5.1. The corporate credit card shall **not** be used for:

- a) Personal purchases
- b) Travel advances
- c) Cash advances
- d) Reimbursement for interest incurred on the corporate credit card.

6. Compliance

6.1. Failure to adhere to the Policy requirements may result in loss of corporate card privileges.

7. Public Reporting

7.1. Credit card statements and supporting receipts shall be posted monthly on the Richmond County website.

8. Related Documents

- 8.1. Purchasing and Tendering Policy
- 8.2. Travel and Expense Policy

9. Policy Review/Amendments

Date of Review	Approved/Amended by Council
May 12, 2026	



IDEA (Inclusive, Diverse, Equitable, Accessible) Advisory

Committee Report

For the Month of May 2026

The Committee met on May 7th, 2026.

The Committee discussed public awareness posters provided by the Province of Nova Scotia.

I move that Council accept the recommendation of the Inclusive, Diverse, Equitable, Accessible Advisory Committee and that a letter be sent to the Province of Nova Scotia advocating for all public awareness posters to be translated and printed in Mi'kmaq.

This concludes the Inclusive, Diverse, Equitable, Accessible Advisory Committee report for the month of May 2026, and I move its adoption.



Warden Lois Landry
Municipality of the County of Richmond
2357 Highway 206
Arichat, NS B0E 1A0

May 15, 2026

Re: Port Hastings Visitor Information Centre – Proposal for a Collaborative Operating Model

Dear Warden Landry:

On behalf of Destination Cape Breton, I am pleased to present the enclosed proposal for a collaborative approach to operating the Port Hastings Visitor Information Centre (VIC) for the 2026 tourism season as a pilot project.

The Port Hastings VIC is the “front door” of Cape Breton Island - Unama’ki – the first place most visitors encounter when arriving on one of the top islands in the world. In 2025, travel counsellors at the Port Hastings VIC served 72,862 visitors, a remarkable 15.5% increase over the prior year – at a time when general visitation grew by just 1% in Nova Scotia. This is not a coincidence. It reflects the critical and growing role that in-person guidance plays in enriching visitor experiences and extending the length of stay.

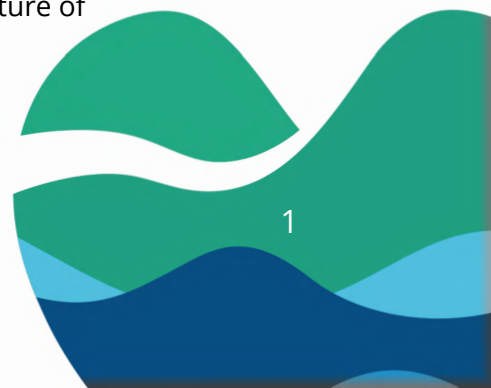
Cape Breton Island’s tourism economy now exceeds \$700 million annually, and an economic analysis conducted by KPMG suggests that adding just one day to the average visitor stay could generate an additional \$125 million in economic impact for the Island annually. The Port Hastings VIC is our most direct tool for achieving that outcome – recommending itineraries, directing visitors to all regions of the Island, and inspiring return visits during the shoulder season.

Destination Cape Breton has developed a detailed operational plan for a 2026 pilot project. Details of the proposed model are outlined in the enclosed proposal.

We are asking the Municipality of the County of Richmond to support the continued operation of the Port Hastings VIC for the 2026 season by contributing \$5,000 to the pilot project. We are further requesting a meeting with representatives of your municipality at the conclusion of the 2026 season to review a pilot project report and discuss the long-term future of the VIC.

Destination Cape Breton
20 Keltic Drive, Sydney, Nova Scotia
Canada B1S 1P5

Tel +1.902.563.4636
visitcapebreton.com



We believe this is a compelling opportunity for the Island's five municipalities and the Province to play a meaningful role in growing Cape Breton's tourism economy at a modest cost and with strong, measurable returns. We greatly appreciate your attention to this proposal and would welcome the opportunity to discuss it further with you and your team. Please feel free to contact me at any time.

Sincerely,

Terry Smith
Chief Executive Officer
Tel: 902-565-6880
Email: terry@visitcapebreton.com

cc Troy MacCulloch, CAO
Robbin Cotton, Richmond County Representative on the Destination Cape Breton Board

Destination Cape Breton
20 Keltic Drive, Sydney, Nova Scotia
Canada B1S 1P5

Tel +1.902.563.4636
visitcapebreton.com

Keeping the “Front Door” Open

The Case for a Collaborative Approach to
Operating the Port Hastings Visitor Information Centre



Submitted to: The Municipality of the County of Richmond
Submitted by: Destination Cape Breton

Cape Breton Island

A New Lens on the Port Hastings VIC

The Port Hastings VIC has played a critical role in supporting the tourism industry on Cape Breton Island – Unama’ki. We believe there is great potential for it to remain vital into the future.

Overview

The Port Hastings VIC is the “front door” of Cape Breton Island – Unama’ki; the first place most visitors will encounter when visiting one of the top islands in the world.

The first Cape Bretoner visitors often meet is a travel counsellor at the Port Hastings VIC. They serve as referral engines that encourage visitors to explore all areas of the Island and to share local knowledge that is highly valued and trusted.

The Port Hastings VIC is not merely a centre for providing information – it is a critical piece of economic infrastructure that can lengthen stays and increase tourism spending in all regions of the Island, providing a strong return on investment.

What’s at Stake

\$700M+

Cape Breton Island – Unama’ki’s annual tourism economy

\$125M

potential gain from adding one day to the average visitor stay

72,862

visitors counselled at Port Hastings VIC in 2025

Demand for In-Person Guidance Is Surging

While digital tools are changing how trips are planned, travellers increasingly rely on human expertise and connection once they arrive.

+13%

increase in visitors
counselled at
Nova Scotia VICs in 2025

*Even as general visitation grew by 1%
that year*

+15.5%

increase in visitors
counselled at
Port Hastings VIC in 2025

*More visitors served at Port Hastings
VIC than Amherst VIC*

13×

faster growth in counselling
demand vs. overall
visitation

*In 2025: 13% counselling growth
vs. 1% general visitation growth*

Cape Breton Tourism is on a Growth Trend

Cape Breton Island room nights sold (000s) by month
2023–2025



Source: Tourism Nova Scotia

June to October room nights sold are trending upward and early evidence is pointing to another successful year in 2026. This is driven in part by VIC counsellors actively extending visitor stays and broadening itineraries.

What if every visitor stayed just one more day?

\$125 Million

in additional annual economic impact for Cape Breton Island – Unama'ki
and Nova Scotia as a whole

Extending the average length of stay is Destination Cape Breton's primary growth strategy. The Port Hastings VIC is the front-line tool that makes it happen — recommending itineraries, hidden gems and activities visitors had not planned.

Aligned With Destination Cape Breton's Strategy

Extending the average visitor stay is Destination Cape Breton's primary lever for sustainable growth. The Port Hastings VIC is a front-line delivery mechanism.

Trip Enrichment

Travel counsellors recommend activities, restaurants and accommodations visitors hadn't considered — the single most powerful mechanism for adding days to a trip.

Dispersal to All Regions

Travel counsellors direct visitors to communities across the entire Island spreading economic benefit beyond the main corridors.

Human Interaction Drives Conversion

Data confirms: digital tools plan the trip; humans extend it. The 15.5% surge in counselling demand proves this model is working — and growing.

Shoulder Season Advocacy

VIC staff are uniquely positioned to educate visitors to consider shoulder and winter season return visits — thus growing year-round visitation.

A Future Vision

While the operation of the Port Hastings VIC for the 2026 season will be a pilot project, there is potential for a dynamic, sustainable operation for the long-term.

Learning from models like the Kelowna Visitor Centre and others, the Port Hastings VIC could include:

- **Online trip planning services while travellers are still in planning mode (to further increase length of stay)**
- Commission-based booking of experiences and accommodations for visitors
- A retail line of merchandise featuring local artisans
- A year-round operation
- A model that is sustained by commissions and merch sales



A Collaborative Model for 2026

A shared-responsibility model distributes cost while preserving the economic return for all.

Province of Nova Scotia

Facility & Infrastructure

- Provide the Port Hastings building at no charge for the 2026 season
- Maintain utilities and basic facility upkeep
- Contribute \$50,000 toward operating costs

Cape Breton Municipalities

Community Investment

- Collective contribution of \$50,000 (five municipalities)

Destination Cape Breton

Operations

- Manage operations of the centre
- Hire and supervise 5 Travel Counsellors
- Fund net operating gap (~\$52K)
- Develop long-term plan based on learnings of pilot project

2026 Operational Plan Highlights

Destination Cape Breton has developed a detailed operational plan for the 2026 season pilot project.

Continuity of Staff

Travel counsellors who worked at the Port Hastings VIC during the 2025 season will be offered positions at the same rate of pay with comparable benefits.

Season-long Operation

The Port Hastings VIC will open a few weeks later than usual but will be operated continuously from June 22 to October 31.

French Language and Mi'kmaw Inclusion

French language services will be continued with a minimum of two bilingual travel counsellors on staff. A meaningful Mi'kmaw cultural presence will be key to the plan.

Promotion of All Regions

There will be dedicated areas within the centre for each region of the Island, thus ensuring that visitors are educated on the compelling reasons to visit your municipality.

Our Ask

We are asking the Municipality of the County of Richmond to:

- 1 Support the continued operation of the Port Hastings VIC through a new collaborative pilot project for 2026.
- 2 Provide a contribution of \$5,000 to the pilot project for 2026.
- 3 Meet with Destination Cape Breton and partners post-season to review a pilot project report and recommendations for the future of the VIC.

Respectfully submitted by:

Terry Smith, CEO

Destination Cape Breton

terry@visitcapebreton.com

902-565-6880

World Elder Abuse Proclamation for June 15

From Celeste Gotell <seniorstakeaction.info@gmail.com>

Date Sun 5/10/2026 10:23 AM

To Lois Landry <Lois.Landry@richmondcounty.ca>; Shelley David <Clerk@richmondcounty.ca>

Good morning

Is it too late to send this along to have it addressed at the COW or the Council Meeting. Waiting until June will be too late.

Thanks, Celeste

Celeste Gotell
Community Outreach Coordinator
Seniors Take Action Coalition of Richmond County
seniorstakeaction.info@gmail.com
902-471-0317
[Seniors Take Action Coalition | Facebook](#)



World Elder Abuse Awareness Day Proclamation

WHEREAS, World Elder Abuse Awareness Day is an opportunity to raise awareness about the mistreatment of older adults and promote respect for their rights; and

WHEREAS, the United Nations recognizes this day internationally to acknowledge the significance of elder abuse as a public health and human rights issue; and

WHEREAS, ageism and social isolation are major causes of elder abuse; and

WHEREAS, recognizing that it is up to all of us to work collectively to prevent violence and abuse of older adults in their homes and communities, and recognize that the abuse of older adults is more common than many of us realize; and

WHEREAS, this day serves as a reminder to check in on seniors, challenge ageism, and connect with resources to ensure their safety and well-being, thus showing that we care can have a positive impact for those feeling lonely or experiencing isolation; and

WHEREAS, there are dedicated people and organizations that are committed to creating safety for older adults in our community, such as the Seniors Take Action Coalition of Richmond County and the Seniors Safety and Inclusion Coordinator;

THEREFORE, BE IT RESOLVED that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby proclaim June 15, 2026, as “*World Elder Abuse Awareness Day*”, and I encourage all Richmond County residents to recognize and celebrate seniors and their ongoing contributions to the success and vitality of our communities.

Dated at Arichat, Nova Scotia

This 26th day of May, 2026.

Warden Lois Landry



Emergency Management Office of the Minister

Suite 601-1871 Upper Water Street, Halifax, Nova Scotia, Canada B3J 1S8 • Telephone 902-424-5620 • Minister.EmergencyManagement@novascotia.ca

May 8, 2026

David Mitchell
President, Nova Scotia Federation of Municipalities (NSFM)
Suite 1304, 1809 Barrington Street
Halifax, NS B3J 3K8
Via email: david.mitchell@bridgewater.ca

Dear David Mitchell and NSFM Members:

Recently, my team had the pleasure of connecting with many of you at the Nova Scotia Federation of Municipalities (NSFM) Spring Conference in Yarmouth (April 29- May 1). We deeply value the diverse perspectives of our municipal partners and have been listening intently to your feedback and questions. This ongoing dialogue will continue to help shape how we will strengthen fire services, together.

On May 2, 2026, my colleague, Minister John A. MacDonald, sent a letter to Mayor David Mitchell, President of the NSFM. This letter provides 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 provides advance notice of these changes for the **fiscal year 2027-2028** and beyond.

With the introduction of the *Act to Provide Support for Fire Protection Services*, the Department is providing one-year notice that all municipalities – whether they oversee fire services or not – will be required to:

- conduct a fire protection service review to ensure municipalities and fire service providers make evidence-based decisions about the services they provide to their community,
- ensure that local firefighter competencies, training, and personal protective equipment meet the service standard required by the fire protection service review, and
- participate in a common records management system.

These requirements **will not take effect this fiscal year** (2026-2027). Over the next three years, my team will be working closely with our municipal and fire service partners to support the design and completion of fire service reviews beginning in 2027-2028 and to develop regulations and standards.

To establish the groundwork for fire service reviews our first steps – to be completed this year - will be to design and roll-out an online risk-based assessment tool to gather information and facilitate decision-making about fire protection service levels that are aligned with recommended training and assets requirements.



NOVA SCOTIA

Emergency Management Office of the Minister

Suite 601-1871 Upper Water Street, Halifax, Nova Scotia, Canada B3J 1S8 • Telephone 902-424-5620 • Minister.EmergencyManagement@novascotia.ca

This tool will be provided free of charge to all municipalities and fire service providers in Nova Scotia. Training and support to use the tool will be provided by DEM.

To clarify, the tool and the fire protection service review are not separate requirements. At this time, the Province does not anticipate any significant expense to be accrued by municipalities as result of using the tool to inform fire service reviews which will be required in the next fiscal year.

In addition to standing up the new Office of the Fire Commissioner, this year's focus builds on the Province's ongoing commitment to strengthen the fire service sector through:

- access to specialized firefighter training and the certification process,
- education/training for municipal elected officials,
- procurement support,
- mutual aid and service agreement templates,
- design and roll-out of the online risk-based assessment tool, and
- the new Fire Records Management System.

Meaningful change requires planning and collaboration. That is why your continued input is essential. We look forward to continuing to work with you to create a better model for fire services in Nova Scotia. Please reach out to firemodernization@novascotia.ca if you have any further questions.

Sincerely,

Honourable Kim Masland

Minister of the Department of Emergency Management

- c. Honourable Minister John. A MacDonald, Department of Municipal Affairs
Executive Deputy Minister, Paul LaFleche, Department of Municipal Affairs
Associate Deputy Minister, Valerie Pottie Bunge, Department of Municipal Affairs
Juanita Spencer, CEO, NSFM
Victoria Brooks, Chair, Association of Municipal Administrators (AMANS)
Jeff Sunderland, Executive Director, AMANS



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

WARDEN

May 19, 2026

The Honourable Kim Masland
Minister of Emergency Management
PO Box 2581
Halifax, NS B3J 3N5

RE: Invitation to meet in Richmond County regarding Fire Services

Dear Minister Masland

On behalf of the Municipality of the County of Richmond, I am writing to invite you and/or your Deputy Minister to attend a meeting of Richmond County's Fire Services Protection Committee to discuss the potential impacts of changes to emergency management and fire services legislation on rural municipalities such as ours.

Over the past several years, our Fire Services Protection Committee has been very engaged in reviewing and strengthening fire and emergency services throughout Richmond County. The Committee includes representatives from Council and our local volunteer fire departments and has worked collaboratively on a number of initiatives aimed at improving service delivery.

Given the significant role volunteer fire departments play in rural Nova Scotia, our Committee would greatly value an opportunity to hear directly from the Province regarding the direction of legislative changes, implementation expectations, and the potential implications for municipalities and volunteer departments moving forward. We believe this discussion would be extremely beneficial as we continue our local efforts to modernize and strengthen fire services in Richmond County.

We would be pleased to work around your availability later this summer and provide any additional information required.

Thank you for your consideration of this request. We appreciate the Province's continued engagement with municipalities and local fire service partners on these important matters.

Sincerely,

Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond
Hon. Trevor Boudreau, MLA for Richmond
Sandra MacKenzie, Deputy Minister of Emergency Management

Thank you for attending the 2nd annual Hydrogen East conference, organized by EventWorx. The 2026 conference brought together more than 120 hydrogen leaders, innovators, and policymakers to advance a shared goal: moving the hydrogen conversation from insight to action. This year, we deliberately pushed past the hype to engage honestly with the challenges that must be addressed to advance Atlantic Canada's hydrogen sector - and the quality of the discussions suggests we succeeded.

A particular thank you to Matt Campbell, Rika Kebede, Emma Churchill, Melissa LeBlanc, and the broader Deloitte team for facilitating the "*From Insight to Action: Beyond the Presentations*" session. The 13 table discussions were designed to do something different: to move beyond the presentations and engage directly with participants - drawing on your collective experience, insights, and knowledge to identify the concrete actions needed to accelerate momentum in Atlantic Canada's hydrogen sector.

The documents that follow include Deloitte's synthesis of those table discussions, along with a summary report distilling your feedback into nine priority actions - a practical blueprint to guide the sector forward. We hope it serves as a useful foundation for the work ahead.

If you have any questions or would like to discuss any of these actions, please don't hesitate to reach out at destabrook@atlantichydrogen.ca.



Derek Estabrook, Chair – Hydrogen Halifax Advisory Board
Executive Director
Atlantic Hydrogen Alliance

From Hype to Pragmatism: Hydrogen East Strategic Summary and Action Plan

1. Introduction and Conference Context

The 2026 Hydrogen East conference brought together over 120 hydrogen leaders, innovators, policymakers and other enthusiasts to move the hydrogen conversation from insight to action. The event culminated in the “*From Insight to Action: Beyond the Presentations*” session, where Deloitte facilitated 13 table discussions focused on three key questions to help participants reflect on the day’s conversations:

1. **What stood out or surprised you?** What did we hear that changes how we think? Has your perspective shifted at all?
2. **What are we missing?** What are we still not talking about? Is there anything you are still wondering?
3. **What practical steps are required – now, soon, or later – to bring the hydrogen and clean fuels economy to life in Atlantic Canada?** How do we make this real?

2. Key Findings, Discussion Themes and Takeaways

These discussions highlighted momentum in Atlantic Canada’s hydrogen sector alongside clear barriers to progress - particularly the absence of bankable demand, first-mover projects, or enduring policy clarity. Participants emphasized the need to **shift from planning to execution**, calling for visible flagship projects, anchor demand, and de-risked early investments.

The findings point to the need for a fundamental shift in approach: **Development of Atlantic Canada’s hydrogen sector must move from hype toward a realism-based framework to avoid the "valley of death" that has claimed previous energy transitions.** What’s needed now is a disciplined focus on market execution - a pragmatic, ground-up effort to build a complex hydrogen value chain.

To unlock the sector’s potential, participants highlighted several key challenges:

- **A Fragile Middle:** The hydrogen value chain is complex and vulnerable, particularly in midstream logistics - transportation, storage, and fueling infrastructure - that must bridge supply and demand.
- **Infrastructure Reliability:** Resilient hydrogen delivery systems must be prioritized over theoretical capabilities. California’s frequent fueling station outages serve as a cautionary tale.
- **Right-Sized Investment:** The "mega-project-first" mentality must give way to scalable, appropriately sized initiatives that build investor confidence incrementally.

Several key themes were highlighted during the facilitated discussion:

- a) **Sentiment Shift from Optimism to Pragmatism:** The tone of conversations in the region's hydrogen sector has shifted from enthusiastic optimism and hype to **practical realism**. While momentum continues in parts of the sector, the focus has moved to addressing the complex challenges of building a nascent value chain and resolving the "chicken-and-egg" problem of matching supply with demand.
- b) **Economics and Bankability are Real Barriers:** Progress is stalled not by technology, but by unclear economics, high upfront costs, weak business cases, and the **absence of bankable demand**. Participants were also uncertain about how to develop viable projects – whether to start small or large, prioritize domestic or export markets, and how to sequence early investments to build momentum without stalling progress.
- c) **Natural (White) Hydrogen as a Disruptive Wildcard:** The scale, proximity, and potential competitiveness of natural hydrogen emerged as significant surprises for many attendees. While white hydrogen could be a gamechanger for Atlantic Canada, awareness and understanding of its potential is low.
- d) **Infrastructure and Logistics Constraints:** Hydrogen transportation and storage are major bottlenecks. The complex, fragile realities of hydrogen logistics - transportation, storage, and fueling infrastructure - must be addressed. Even developed systems are vulnerable, as **California's widespread fueling station outages** demonstrate - infrastructure fragility can stall an entire market.
- e) **Missing End-User Voices:** Discussions at the conference were heavily supply-focused, with a notable absence of end-users to ground the conversation in real-world business cases. The gap between willing suppliers and committed customers is wide - projects are stalling because **demand is not being secured early enough** in the development lifecycle. The "chicken-and-egg" problem is real, with few projects aligning production with confirmed offtakers early on.
- f) **Policy-Driven Stagnation:** Shifting policies, narrow tax incentives, and regulatory uncertainty are slowing or freezing progress on otherwise viable projects. Clear Federal and Provincial hydrogen policy signals are needed.
- g) **Hydrogen as Part of the Broader Energy System:** Hydrogen should be treated as part of an integrated secure, resilient, affordable, and lower-carbon energy system - alongside electricity, other fuels, and energy storage - not as a standalone solution.

3. Critical Gaps and Missing Conversations

Participants highlighted several critical gaps that are often missing from conversations about the hydrogen sector in Atlantic Canada including:

- a) **A Clear Demand-Side Strategy:** Much of the discussion focused on supply, but a clear plan to create demand that pulls projects forward is missing. There was a noticeable absence of hydrogen end users at the conference, making it harder to ground conversations in real-world applications, needs, and business cases.

- b) **A Practical Starting Point:** Many questioned whether proposed projects are too ambitious and noted a lack of discussion on starting with smaller pilots and demonstration projects.
- c) **A Cohesive National and Regional Hydrogen Strategy:** Participants noted a lack of cohesion across different levels of government, calling for clearer coordination, collaboration, and long-term infrastructure planning. There was concern that regulatory regimes, codes, standards, and long-term policy direction, especially for white hydrogen, remain unclear or misaligned.
- d) **Stronger Incentives and Market Signals:** Participants felt the role of policies, incentives, penalties, and demand-side supports was underexplored, especially compared to what drove wind and solar adoption.
- e) **Clear Economics and Pricing Benchmarks:** There was limited discussion at the conference on pricing, cost targets (e.g., \$/kg), and what would make hydrogen commercially viable for real customers.
- f) **Broader Framing Beyond Emissions Reduction:** Hydrogen is still framed mostly as a climate solution, missing opportunities to position hydrogen's role in energy security, resiliency, defense, and affordability.

4. Next Steps and Near-Term Actions

Immediate Priority Initiatives

Conference participants collectively advocated for a "learn by doing" approach - prioritizing action and execution over further studies and analysis. A majority of votes centred on advancing early, visible, right-sized projects to build momentum, particularly flagship first-mover initiatives and anchor demand projects. These outcomes reflect strong support for execution as the path to unlocking investment, building confidence, and accelerating the hydrogen economy in Atlantic Canada.

Participants prioritized the following near-term actions:

1. **Advance 1–2 Flagship First-Mover Projects (31% of votes):** The region must move beyond the study phase. Visible, well-chosen projects are needed to build regional and investor confidence. Rather than mega-projects first, participants advocated for smaller, simpler projects and pilots tied to real customers, with infrastructure scaling alongside demand. Atlantic Canada needs credible proof points - demonstration projects that are operating, scalable, and economically viable - to move hydrogen from concept to confidence.
2. **Create Immediate Demand via Anchor Projects (21% of votes):** Supply cannot exist without bankable demand. Participants emphasized shifting effort toward demand-side incentives and guaranteed offtake agreements to create market pull. Viable anchor projects should demonstrate:
 - **Operational Visibility:** Projects must be tangible to the public to build support, confidence, and social license.
 - **Economic Viability** under real-world Atlantic Canada conditions.
 - **Scalability:** Blueprints that allow for expansion as demand grows.

3. **Issue Clear Federal-Provincial Policy Signals (18% of votes):** Hydrogen investors require long-term certainty, and Atlantic Canada must signal clearly that it is open for business. Regulatory regimes, standards, and codes must be aligned across all Atlantic provinces to lower risk and accelerate execution. Clear, stable policy frameworks and faster regulatory decisions are needed now to attract capital and partners.
4. **Establish Risk-Sharing Financing Mechanisms (10% of votes):** The first projects will carry the greatest risk. Practical near-term steps include new financing tools, risk-sharing mechanisms, and public-private partnerships to share early risk and attract investment.
5. **Streamline and Align Regulations Regionally:** Simplifying and harmonizing regulations across Atlantic provinces - covering zoning, codes, and standards - is a near-term enabler of faster, more coordinated progress.

Market Scaling and Maturation: Building Long-Term Sustainability

Over the longer term, the focus should shift toward competitiveness, system integration, and infrastructure development:

6. **Make Hydrogen Cost-Competitive:** Reducing the cost of hydrogen relative to renewables and fossil fuels is essential to enable near-term adoption. Large-scale production of green hydrogen and derivatives - ammonia, methanol, SAF, and renewable diesel - for export to European markets can also reduce costs for domestic users.
7. **Focus on Demand Creation:** Demand-side policies, aggregated buyers, and public procurement (such as government fleets) must be used to pull the market forward.
8. **Develop Hydrogen Infrastructure:** Building the hydrogen value chain from scratch is complex and expensive, but few projects can be successful without it. A hubs and corridors model should be leveraged to develop infrastructure in the right places and at the right time.
9. **Increase Government Involvement Across All Levels:** Stronger coordination is needed - from municipal permitting through federal funding and policy - with long-term incentives that level the playing field against incumbent fuels. Greater government support is particularly needed for early pilots and for hydrogen technologies that have not yet reached full commercial readiness (below TRL-9).

The 2026 Hydrogen East Conference cast a spotlight on a sector at an inflection point - one moving away from early-stage optimism toward a more pragmatic reckoning with the structural challenges that must be addressed to develop a viable hydrogen economy in Atlantic Canada. Across the discussions, a consistent picture emerged: the barriers to progress are less technical than they are economic, institutional, and logistical. Addressing them will require coordinated action on several fronts - well-chosen, visible projects that demonstrate real economic viability; policy signals that give investors the long-term certainty they need; and deliberate efforts to bridge the gap between supply and demand. The near-term actions identified by participants offer a concrete foundation from which to move forward. The question is no longer what needs to be done; it is whether actors across the region can align to translate Atlantic Canada's hydrogen potential into reality.

Wind Europe 2026 – Canada-Europe Marine Renewable Energy Event

Summary Report | May 2026

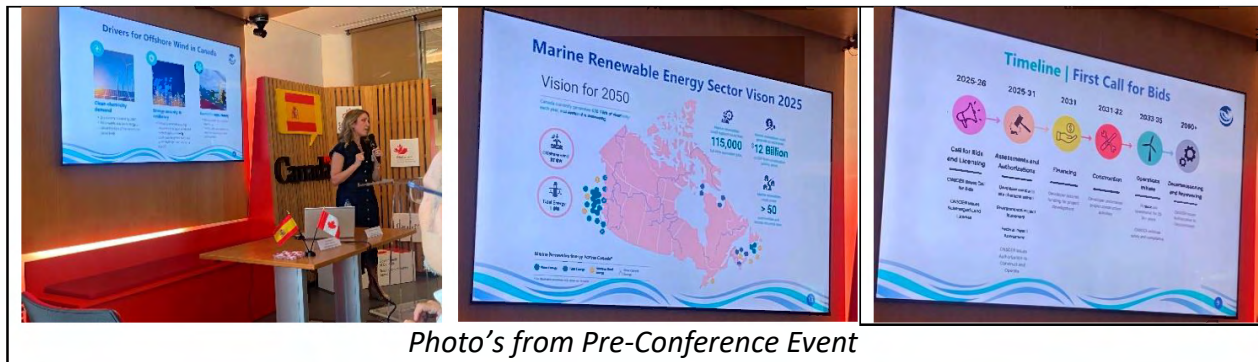
Overview

Canadian delegates participated in the Wind Europe conference through the Marine Renewables Canada (MRC) mission to explore offshore wind collaboration opportunities across Europe. Contracted by MRC, Aberdeen International Associates (AIA) organized a series of activities for mission delegates (mission schedule attached, along with presentations from country/region based delegations).

This activity started on May 20 (pre-conference events) with a briefing program open to Canadian delegates / companies. The intent was for the Trade Commissioner to welcome delegates, followed by a briefing by MRC and AIA to review details of the mission. The briefing session was followed by a Canada-Europe roundtable and reception.

AIA followed the pre-conference activity with a mission that included meetings with government bodies, industry associations, port authorities, and developers from Spain, Scotland, Ireland, Denmark, Poland, Belgium, and the Basque Country. The overarching theme: Europe's offshore wind sector is mature and Canada has a window to learn best practices on co-existence and other factors, and to leverage relationships with strategic European partners to support our domestic supply chain, ports, and workforce development capabilities.

The conference also featured a trade show floor with over 500 exhibitors showcasing the latest technologies and solutions in the wind energy sector which was a main area of focus for all Canadian delegates. Marketing materials were developed to distribute both on the trade show floor and at the MRC / Canada Pavilion (see attached).



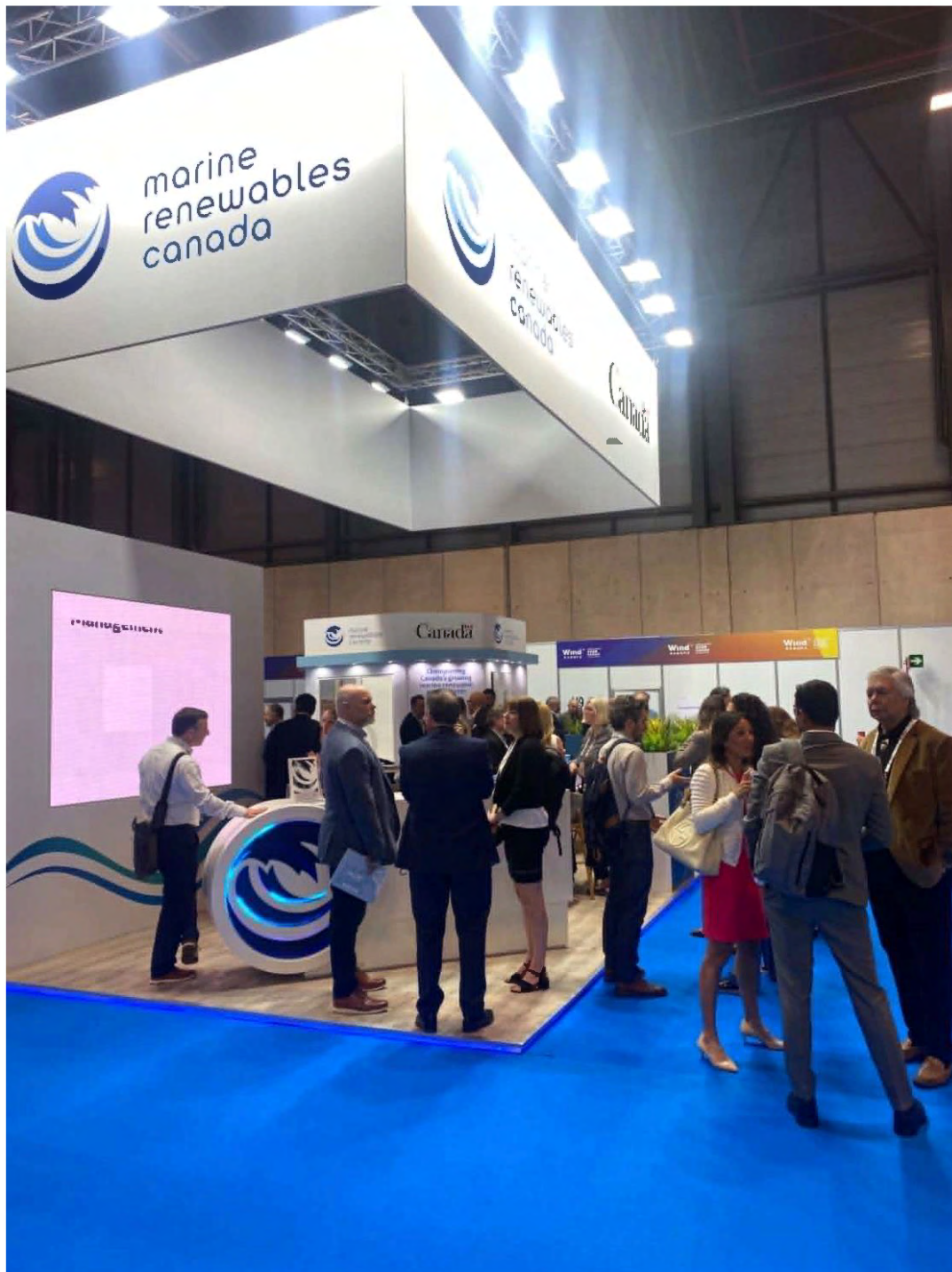


Photo of Marine Renewables Canada / Canada Pavilion

Key Takeaways

1. Canada's Supply Chain Readiness

MRC survey data shows that, although components are not constructed here in Nova Scotia, a strong proportion of companies have high or moderate applicability to onshore and offshore wind, with direct experience and relevant products/services. This represents a significant opportunity for small businesses in rural communities to work towards building capacity.

2. Floating Wind Is a Growth Frontier

Multiple jurisdictions emphasized floating wind as a priority, for example:

- **Scotland** has 42 GW of planned floating capacity
- **Spain's Canary Islands** require floating technology (750m depths) and aim to host Spain's first offshore wind farm
- **Brezo Energy** is industrializing floating wind with its "[Crown](#)" technology
- **Ireland's Propel** is pursuing floating wind system pilots (Powering Prosperity strategy).

Some areas of Canada's deep-water Atlantic conditions align well with this technology trajectory.

3. Port Infrastructure Is Central to Success

European ports are forming alliances (e.g., Scottish Offshore Wind Ports Alliance) and investing heavily in offshore wind capabilities. Key observations:

- Port of A Coruña (Spain) positions itself as the nearest continental European port to Canada
- Port of Bilbao has deep-water berths (20–32m), government support, and similarities to the Strait of Canso.
- Scottish ports are technology-agnostic and collaborating to advise government strategy
- Attracting a single manufacturer can create a "hub effect" for broader supply chain growth

- More profile must be given to the Strait of Canso and the deep-water activities that have been conducted in either Pirate Harbour or Chedabucto Bay, or at the Mulgrave Marine Terminal. Examples are the self-elevating jack up vessel used for OSW US Northeast, semisubmersible in Pirate Harbour, deep water construction vessel on standby in Chedabucto Bay.



(Photos courtesy of Deputy Mayor Iaian Langley)

4. Skills and Workforce Development Are Differentiators

Several organizations are investing in skills infrastructure:

- **Scotland's Energy Transition Zone** operates a Skills Campus linked to colleges and universities, plus a National Energy Skills Accelerator. The ETZ is a private-sector-led, not-for-profit development near Aberdeen South Harbour aiming to create the UK's largest dedicated green energy industrial complex. It focuses on offshore wind, hydrogen, and carbon capture, supporting Scotland's net-zero 2045 target. Supported by government funding, it provides specialized campus, infrastructure, and innovation space for low-carbon technologies. Their specialized campuses include:
 - Offshore Wind Campus: Home to the National Floating Wind Innovation Centre.
 - Hydrogen Campus: Featuring Green Hydrogen Test and Demonstration Facilities (GHTDF).

- Innovation Campus: Includes the Energy Incubator and Scale Up Hub (EISH).
- Skills Campus: Featuring an Advanced Manufacturing Skills Hub.
- **Ireland's Offshore Wind Skills Net** is active, and Propel Ireland is proposing joint Canada-Ireland skills collaboration. Their Offshore Wind Skills Action Plan is a strategic initiative designed to develop the workforce required for Ireland's offshore wind industry. It focuses on aligning training provision with industry needs and attracting skilled workers to support the sector's growth. The plan supports the expansion of offshore wind capacity as part of Ireland's energy transition goals. The objectives are to address skills shortages, attract experienced workers, and to promote long-term workforce growth.
- There is an opportunity for Nova Scotia to collaborate with post-secondary institutions across Atlantic Canada to develop a workforce training strategy that will maximize the participation of our people in the energy sector.

5. Policy and Market Structures Vary—But CfDs Dominate

Most European markets use some form of **Contracts for Difference (CfD)**:

- The UK's January 2026 Allocation Round 7 (AR7) was a record-breaking auction, securing 8.4 GW of offshore wind capacity—the largest in European history. It awarded contracts for over 8.2 GW of fixed-bottom and nearly 200 MW of floating wind, enough to power over 12 million homes at competitive fixed, guaranteed prices. This auction included design changes to the Contracts for Difference (CfD) scheme, such as allowing bids from projects that had not yet reached full planning consent and increasing the total budget to reflect market value.
- Denmark's largest-ever offshore wind auction, aiming for at least 3 GW in the North Sea, failed to attract any bids in December 2024 due to high costs, lack of subsidies, and risky "negative bidding" (paying to build). After failing to receive bids in 2024, the country's Energy Agency pushed the government to adopt the two-way contract for difference (CfD) model, following the successful approach in the UK, which is gaining popularity in Europe.
- Poland's Energy Regulatory Office has concluded the country's first-ever auction for offshore wind power, awarding contracts to three projects with a combined capacity of 3.4 gigawatts (GW). In the auction, winners receive 25-year contracts for difference (CfDs), which guarantee a fixed electricity price. The state pays producers the difference if market prices fall below the agreed level, while producers return excess revenues if prices rise above it.

- Belgium uses a two-sided CfD for its Princess Elizabeth zone expansion (targeting 5.9 GW) and Ireland successfully bid 900 MW through the Tonn Nua auction.

Denmark's energy island concept and cross-border export agreements (70% German financing for offshore wind) show where markets may head. The concept involves constructing artificial islands in the North Sea and in the Baltic Sea to serve as central hubs for offshore wind energy. These hubs will gather and distribute large-scale renewable energy directly to mainland Denmark and neighboring countries, serving as a cornerstone for European energy transition and climate neutrality. The island will host facilities to convert surplus wind energy into electricity-based fuel products (Power-to-X) for use in shipping, aviation, and industry.

6. Fisheries Engagement

Depending on a variety of factors, namely the size of the industry, fisheries consultation and engagement must be amplified. Examples should be investigated such as the Northern Ireland Maritime and Offshore (NIMO) cluster which identified fishing and aquaculture as a focus innovation area, alongside offshore renewable energy, shipbuilding, naval architecture, and defense. Nova Scotia's commercial fishing industry represents a significant portion of our GDP, culture, and social fabric – this must continue to be an area of focus for the region and the province.

Northern Ireland participants also noted that lessons can be learned from a system operator perspective. Potential future engagement opportunities:

- Marine spatial planning and coexistence frameworks.
- Community benefits agreements and local participation.
- Port modernization and marine logistics.
- Floating offshore wind development in active marine-use areas.
- Knowledge exchange with regions already balancing offshore wind and fisheries interests.



THE STRAIT

PROGRESS RUNS DEEP



THE STRAIT OF CANSO PORT

ICE-FREE

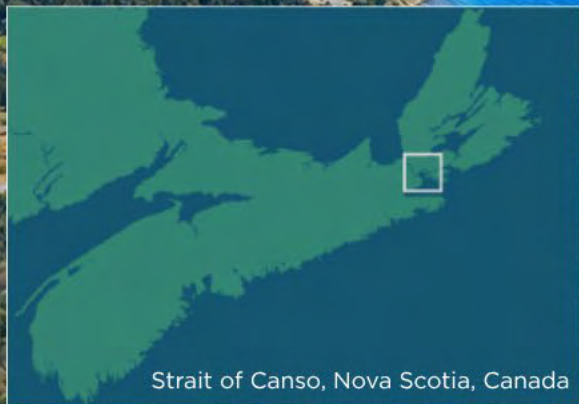
DREDGE-FREE

64 MAXIMUM DEPTH

28M LIMITING DEPTH

20 KM LONG

1.2 KM WIDE



Strait of Canso, Nova Scotia, Canada



SCAN CODE FOR STRAIT OF CANSO PORT ASSETS

www.thestraitofcano.ca/port-assets



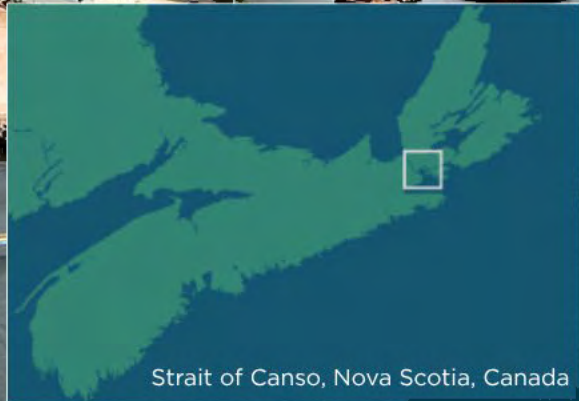
Strait of Canso, Nova Scotia, Canada



THE STRAIT

PROGRESS RUNS DEEP

- 2,000+ acres of development-ready industrial land
- Additional 15,000+ acres zoned for industrial activities
- Skilled industrial and marine workforce
- World-class training facilities



Strait of Canso, Nova Scotia, Canada

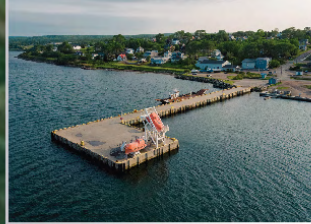
MARTIN MARIETTA MATERIALS

- Dolphins
- 13 m depth
- 183 m wharf



PORT HAWKESBURY PIER

- Pier
- 6 m depth
- 300 m wharf



CACTUS SHIP REPAIR

- Wharf
- 6 m depth
- 50 m wharf



M McNALLY

- Jetty/Dolphins
- 5/12 m water depth
- 320 m wharf



PORT HAWKESBURY PAPER

- Wharf
- 10.2 m depth
- 165 m wharf



CABOT GYPSUM

- Pier/Dolphins
- 6 m depth
- 78 m wharf



NSPI GENERATING STATION

- Jetty
- 18 m depth
- 140 m wharf



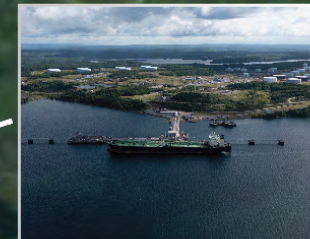
MULGRAVE MARINE TERMINAL

- Wharf
- 6-10 m depth
- 425 m wharf



EVERWIND

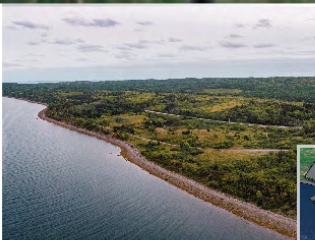
- Jetty
- 32 m depth
- 600 m wharf



MELFORD ATLANTIC GATEWAY TERMINAL

PROPOSED

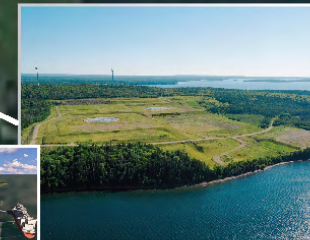
- Wharf
- 18 m depth
- 730 m wharf



BEAR HEAD ENERGY

PROPOSED

- Jetty
- 20 m depth
- 160 m wharf





Group Meetings and Activities at WindEurope 2026

Tuesday 21st April

0900-1030 **Export Café with Trade Commissioner Service**
MRC Pavilion

Trade Commissioners from Spain, Denmark, Germany, Ireland and Portugal will be attending to talk with companies about objectives/opportunities in their markets.

1100-1145 **Scotland**
Meeting Room A9.12

[Scottish Development International](#) will provide an update on Scottish projects and related challenges/opportunities.

This session will also include contributions from the [Scottish Offshore Wind Ports Alliance](#) and the [Energy Transition Zone](#)

1200-1245 **Northern Ireland**
Meeting Room A9.12

[Northern Ireland Maritime & Offshore](#) will present on Northern Irish capabilities and opportunities for collaboration with Canada.

Leading developer [Simply Blue Group](#) will also present during this session on their global portfolio and outline how suppliers can engage with them.

1300-1400 **[Navantia Seanergies](#)**
MRC Pavilion

Business Development Manager and colleagues from Procurement and Engineering will provide an overview of Navantia's projects and related challenges/opportunities. They will also be available for 1-2-1 discussions with anyone interested (some introductions have already been facilitated).



1500-1545 Basque Region
Meeting Room A9.12

The [Basque Energy Cluster](#) will highlight the regions strengths relating to offshore wind and the [Basque Maritime Cluster](#) will also participate in this session.

1545-1615 Denmark
Meeting Room A9.12

An overview of the offshore wind build-out in Denmark from [Green Power Denmark](#)

1600-1800 National Receptions

The Canadian delegation has been invited to attend the following receptions that are taking place on the Pavilions within the exhibition hall:

Basque Country	Hall 10 - F
Denmark	Hall 9 – F and G
Ireland	Hall 10 – B90
Scotland	Hall 10 – H110
UK	Hall 10 – H90

1800-2000 WindEurope Official Reception
Hall 10 – Lunch Area

2000-2200 Informal networking with Northern Ireland
The Handyman Tavern

Notes



Wednesday 22nd April

0900-1000 **Netherlands**
Netherlands Pavilion – Hall 9 G-J

[NedZero](#) will provide a short presentation on the developments in Offshore Wind in the Netherlands followed by a guided tour of the Pavilion to introduce the group to relevant companies in the Dutch delegation.

1000-1045 **Poland**
Meeting Room A9.12

Presentation on the Polish offshore wind sector from [Wind Industry Hub](#). We have also invited representatives from two developers, [PGE Baltica](#) and [ORLEN Neptun](#) to join this session (not confirmed attendance yet).

1100-1145 **Galicia**
Meeting Room A9.12

Galicia will be one of the hubs for offshore wind projects in Spain and this session will provide an overview to the key stakeholders in the region, delivered by the [Renewable Energy Cluster](#) who can also help with connections to member companies.

1145-1230 **Iberdrola**
Meeting Room A9.12

One of the world's leading developers of clean energy, a member of their projects team will present on their Spanish and global portfolio, and provide insight on how suppliers can engage with the company.

1300-1345 **Ireland**
Meeting Room A9.12

This session will feature input from [Wind Energy Ireland](#) to provide an update on market developments and opportunities for engagement and collaboration with Canada and [Enterprise Ireland](#) to highlight 'Propel Ireland' which has been established to accelerate offshore wind innovation and supply chain development.



1600-1645 Belgium
Meeting Room A9.12

Presentation on offshore wind plans and developments from the [Belgian Offshore Platform](#). A representative from the [Blue Cluster](#) will also be present to help facilitate connections to appropriate member companies that are exhibiting as part of the Belgian delegation that is being coordinated by the [Offshore Cluster](#).

1730-1900 Province of Nova Scotia Reception
AC Hotel Madrid Feria

Thursday 23rd April

1000-1100 Networking Breakfast with UK Exhibitors
Hall 10 – H-90

The 'UK' presence is being coordinated by [RenewableUK](#) who will provide a short update on developments in England and Wales that will be reciprocated by MRC to provide UK attendees with an update on progress in Canada. An opportunity to network over light 'breakfast' will follow.

1100-1200 Visit to the two Polish stands
Hall 9 – H95

1200-1230 Visit to Norwegian Pavilion
Hall 9 – E90

1230-1300 Visit to German Pavilion
Hall 10 – G40-50

Notes

We are still investigating what we can potentially include re France and other markets like Latvia who are keen to engage.

The group have been invited to a reception on the German Pavilion from 1600-1800 on Wednesday but this conflicts with the session with Belgium and our own reception.



Action List 2022-2026

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Status	Item Type
511	Planning new areas to have two-lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate specific private road standards for the subdivision bylaw that takes into account serviced/unserviced areas, number of lots, and the process for making roads public, based on best practices across the province.	03-25-2025	EDPC Staff	In Progress	PAC
522	Receipt of donations policy development/ that Council accept the recommendation of the By-Law/Policy Committee and refer the policy for donations to staff for a report on the feasibility of moving forward with a draft policy.	4-22-2025	Director of Finance	In Progress	By-Law/Policy
537	Pondville Beach Update/ that Council accept the recommendation of the Committee of the Whole and direct staff to explore the Municipality's options for a Letter of Authority between the Municipality and the Province for Pondville Beach and report their findings back to Council, upon completion of the work in the Pondville Beach Provincial Park Management Statement.	5-27-2025	Director of Community Development and Recreation	In Progress	Council
646	Solid Waste Disposal Agreement with GFL/ that Council accept the staff recommendation and authorize staff to proceed with final negotiations and execution of the Solid Waste Disposal Services Agreement with GFL Environmental Inc.	11-25-2025	Director of Public Works	Complete	Council
647	Fire protection rates for the St. Peter's – Samsonville and Area Water Utility/ that Council accept the recommendation of the Committee of the Whole and form a sub-committee consisting of Richmond County staff and Council, and that Village staff and Commissioners be invited to participate for the purpose of reviewing the full scope of the County/Village relationship, and to provide an update to Council prior to budget deliberations.	11-25-2025	Warden/CAO	In Progress	Council
651	Exploring opportunities and costs associated with Volunteer Appreciation/Recognition/ direct staff, with advice from the Recreation Advisory Committee and checking in with volunteer organizations, to explore the opportunities and costs associated with volunteer appreciation/recognition, to be considered at budget deliberations.	11-25-2025	Director of Community Development and Recreation	Complete	Budget
654	Accessory Buildings in Front/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Plan Richmond, Plan Isle Madame, Plan St. Peter's, and Plan West Richmond. 2nd Motion: that Council direct EDPC staff to prepare amending pages to remove section 6.3(3)(c) from the Central Richmond Land Use By-law, and subsequently that staff report back on statements to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Central Richmond Plan.	11-25-2025	EDPC Staff	Complete	PAC

656	Low Income Property Tax Exemption Program Policy /adopt the Low Income Property Tax Exemption Program Policy as presented, with the following changes: <ul style="list-style-type: none"> •Remove “(b)” in section 3.2 •Remove “(b)” and replace the words “ in a timely manner “ with “within 2 to 3 weeks” in Section 3.3 •Remove “(See section 6)” in Section 4.2 •Add “, up to the limit approved annually by Council” after the word “property” in Section 5.5 •Replace “August 15th” with “December 31st” in Section 5.6 •Replace “ balance” with “from previous years” in Section 6.1(d) •Remove section 8.4 and renumber 	11-25-2025	Municipal Clerk	Complete	By-Law/Policy
657	Funding request for power and base lighting at the River Bourgeois Lighthouse /that Council accept the recommendation of the By-law/Policy Committee and defer the discussion to budget deliberations to consider a \$400 annual contribution.	11-25-2025	Director of Finance	Complete	Budget
658	First Reading Approval/roposed amendments to the Municipal Planning Strategy and the Land Use By-law for the Central Richmond, Isle Madame, and St. Peter’s Plan Areas /that Council give first reading approval for the proposed amendments to the Municipal Planning Strategy and the Land Use By-law for the Central Richmond, Isle Madame, and St. Peter’s Plan Areas and schedule a public hearing.	11-25-2025	Municipal Clerk	Complete	Council
659	Emergency Services Provider Fund /that Council approve the Emergency Services Provider Fund application and FURTHER MOVE that the municipal contribution for this application be funded through the Fire Services and Emergency Measures Budget.	11-25-2025	Emergency Services Coordinator	Complete	Council
660	IDEA/ECRL Citizen Appointment /that Council appoint Elizabeth Campbell to the IDEA Committee and as Richmond County’s representative to the Eastern Counties Regional Library Board.	12-16-2025	Municipal Clerk	Complete	Council
661	New GL for Staff Recognition/Compassion/Appreciation- that Council direct staff to transfer funds from general admin to a new GL for Staff Recognition and Compassion, the dollar amount to include costs associated with recognition for retirement, compassion, and staff appreciation, including items outlined in the Awards of Recognition Policy. And FURTHER move to refer future use of this new GL to budget deliberations so that it can be consistently separated for accountability purposes.	12-16-2025	Director of Finance	Complete	Budget
662	Acceptable bid for properties scheduled for the February 6, 2026, tax sale/ that Council accept the recommendation of the Committee of the Whole and authorize staff to sell properties AAN 00176303, AAN 00367028, and AAN 01626272 at the February 6, 2026, tax sale for the minimum acceptable bid for each property, as discussed in camera.	12-16-2025	Director of Finance	Complete	Council
663	Fire protection rate on property owners in Point Tupper /that Council accept the recommendation of the Committee of the Whole and provide formal written notice to all Point Tupper property owners advising that, effective April 1, 2026, a fire protection rate of \$0.05 per \$100 of assessment will be applied to their properties, and direct staff to complete all required notification, administrative, and communication steps to implement the fire protection rate in accordance with the Municipal Government Act.	12-16-2025	Director of Finance	Complete	Council
664	Firearm training/ that Council accept the recommendation of the Committee of the Whole and direct staff to explore costs associated with hosting the Firearms Safety Course locally for Council’s consideration during budget deliberations.	12-16-2025	Director of Finance, Director of Community Development and Recreation	Complete	Budget

665	Richmond Arena/ that Council accept the recommendation of the Committee of the Whole and proceed with all four recommendations outlined by staff in the briefing note, which include the \$15,000 in spending for updated drawings, carrying out the maintenance activities deemed appropriate to reduce the risk of failures, conducting a building condition audit, and proceeding with the floor replacement in the 2026-2027 budget.	12-16-2025	Director of Public Works/Director of Finance	Complete	Budget
669	Consultant to conduct an audit across all VF departments in Richmond County/ that Council accept the recommendation of the Fire Protection Services Committee and include in budget deliberations funding from the Operating Budget be allocated to retain the professional services of a qualified consultant; AND THAT the consultant be engaged, in consultation with Fire Services Protection Committee, to conduct a comprehensive Fire Services Equipment Audit across all departments, including: 1. An assessment of equipment, apparatus, and stations currently in use; and 2. Identification of the equipment and resources required to bring all departments to a consistent, modern, and regulation-aligned standard. AND THAT the consultant be directed to prepare a final report and master plan summarizing findings and recommendations, to be presented at both the Fire Protection Services Committee and Council for consideration.	12-16-2025	CAO/Director of Finance/ESC/Warden	Complete	FPSC
670	Boat launch on the ocean side of the canal in St. Peter's/ that Council accept the recommendation of the Fire Protection Services Committee and have Council draft another letter to the Minister in support of having a boat launch installed on the ocean side of the canal in St. Peter's.	12-16-2025	Warden	Complete	FPSC
671	Fire Protection Services Committee Terms of Reference/ that Council accept the recommendation of the Fire Protection Services Committee and table the Fire Protection Services Committee Terms of Reference for new discussion when appropriate in 2026.	12-16-2025	Municipal Clerk	Complete	FPSC
672	NSAPG Membership/ that Council accept the recommendation of the RCMP Advisory Board and defer the request for an annual membership in the NSAPG to budget deliberations and FURTHER MOVE that Councillor Brent Sampson be appointed as the Board's representative, effective upon confirmation of membership.	12-16-2025	Director of Finance	Complete	Budget
673	Second Reading approval/ that Council give second reading approval for the amendments to the Central Richmond, Isle Madame, and St. Peters Plan Area Municipal Planning Strategies and Land Use By-Laws to update definitions related to dwelling types; to increase the number of multiple-unit dwellings permitted as-of-right, allowing the development of fourplexes and other small-scale multi-unit housing forms; and to remove, within the Central Richmond Land Use By-law, the requirement that accessory buildings be located no closer to the street than the main building.	12-16-2025	Municipal Clerk	Complete	Council
674	Sewer Service Charge By-law #52 and Solid Waste By-law #17/ that Council refer the Sewer Service Charge By-Law #52 and the Solid Waste By-law #17 to the By-law/Policy Committee's working list for review and discussion.	12-16-2025	Municipal Clerk	Complete	By-Law/Policy
675	Public Hearing, Re: Award of Basin Road Lands, Tender MOCR202514 / that Council authorize the CAO to schedule a public hearing respecting the sale of lands over \$10,000.00 but less than appraised value, for the purpose of increasing the availability of affordable housing in the municipality.	12-16-2025	CAO	Complete	Council

676	Navigate Energy Net Zero Community Buildings Project /that Council accept the recommendation of the Committee of the Whole and direct staff to further explore the Net Zero Community Buildings Project, potentially issuing a call for expressions of interest to determine if any halls are interested, and other ways the Municipality can contribute.	01-27-2026	CAO	In Progress	Council
677	Declining and deteriorating cell service /that Council accept the recommendation of the Committee of the Whole and authorize the Warden and the CAO to reach out to neighbouring towns and municipalities to discuss the issue of declining and deteriorating cell service.	01-27-2026	CAO/Warden	Complete	Council
678	By-law No. 56 – Tax Exemption By-law /that Council accept the recommendation of the Committee of the Whole and authorize the Warden to write a letter to the Minister of Municipal Affairs, requesting adjustments to the Municipal Government Act to enable municipalities to provide tax rebates and incentives to residential affordable housing developers, and further to request that this become an advocacy item for the Nova Scotia Federation of Municipalities and to copy our regional partners on the correspondence. 2nd Motion: that Council accept the recommendation of the Committee of the Whole and direct staff to send a letter to current exempt organizations encouraging them to consider appealing their assessed values, if appropriate.	01-27-2026	Warden/ 2nd Motion: Director of Finance	Complete	Council
679	Eastern District Planning Commission (EDPC) process and timelines for handling dangerous and unsightly complaints /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to review and update their policy on dangerous and unsightly complaint process timelines and response standards; and FURTHER MOVE that Council direct EDPC staff to report to Council twice annually, confirming whether or not any orders exist.	01-27-2026	EDPC	In Progress	PAC
680	Coastal Protection Support Program /that Council accept the recommendation of the Planning Advisory/Heritage Committee and approve, in principle, joining other municipalities in applying for the Coastal Protection Support Program funding for an educational component; and FURTHER MOVE that Council direct EDPC staff to submit a standalone application on behalf of Richmond County if the other municipalities are unable to commit.	01-27-2026	EDPC	complete	PAC
681	Central Richmond Plan Area – RG 2 Zone /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC to prepare a staff report reviewing lot sizes in rural areas under all of Richmond County’s land use by-laws.	01-27-2026	EDPC	Complete	PAC
682	Temporary Borrowing Resolution, Re: Richmond Area /that Council approve the Temporary Borrowing Resolution in the amount of five million dollars (\$5,000,000) to enable staff to proceed with securing the required funding to advance the Richmond Arena floor upgrades.	01-27-2026	Director of Finance	Complete	Council
683	Advocacy for a secondary permanent road to Saint Martha’s Regional Hospital /that Council ask the Warden to write a letter to Mayor Cameron, our member of parliament, our local MLA, and the provincial Minister of Public Works to advocate for the construction of a new secondary permanent road to the hospital.	01-27-2026	Warden	Complete	Council
684	NSCC Municipal Leaders Partnership Table / that Council approve the Warden and one member of Council to participate in the NSCC Municipal Leaders Partnership Table for one year; and FURTHER MOVE that Council review the participation after the first year and decide whether to continue.	01-27-2026	Warden	Complete	Council

685	Proposed Sale of Municipal Property: MOCR202514/ that Council approve, under section 51 of the Municipal Government Act, the sale of Lot 1A and Lot 1B, Basin Road Subdivision, Evanston (AAN 09633618/PID 75190801 and AAN 09633766/PID 75190819) at a price less than the appraised value, at the bid of \$33,000, for the purpose of affordable housing. 2nd Motion: that Council, based on the recommendation of the Evaluation Sub Committee, authorize the CAO to award MOCR202514 Tender to Brela Construction; and FURTHER MOVE that staff circulate the development agreement to Council before it is signed by the developer to ensure it reflects residents' concerns.	01-27-2026	CAO	Complete	Council
686	IDEA Committee Appointment - Recommendation from In Camera Session/ that Council approve the appointments of Trina Hall and Jessica Madden to the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee.	02-24-2026	Director of Community Development and Recreation	Complete	Council
687	Community Benefit Agreement - Recommendation from in Camera Session/that Council approve the Municipality of the County of Richmond entering into the Community Benefit Agreement for the Community Vibrancy Fund with Everwind Fuels as discussed in camera.	02-24-2026	CAO	In Progress	Council
688	Three-Year Cost-Sharing Agreement for Subdivision Streets/ that Council accept the recommendation of the Committee of the Whole and authorize the Warden and the CAO to sign Cost Share Agreement No. 2026-018.	02-24-2026	CAO/Warden	Complete	Council
689	Amyloidosis Month/ that Council accept the recommendation of the Committee of the Whole and approve the proclamation to proclaim March 2026 as Amyloidosis Awareness Month in Richmond County.	02-24-2026	Municipal Clerk	Complete	Council
690	Letter from Nicholas MacInnis, Warden, Mun. Co. Antigonish to Hon. Tim. H.- NS Power Rate Application/ that Council accept the recommendation of the Committee of the Whole and authorize the Warden to write a letter of support.	02-24-2026	Warden	Complete	Council
691	Subdivision and minimum lot size standards for unserviced lots/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and have the Warden write a letter to the Nova Scotia Department of Environment and Climate Change, requesting a review of provincial minimum lot size standards and on-site septic disposal system regulations to allow smaller lots based on newer technology.	02-24-2026	Warden	Complete	Council
692	MOCR Dangerous and Unsightly Premises By-law and Policy/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and refer the Dangerous and Unsightly Premises By-Law, By-law No. 28, and the Dangerous and Unsightly Premises Policy to the By-law/Policy Committee	02-24-2026	Municipal Clerk	Complete	Council
693	Chief Administrative Officer (CAO) Performance Review Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the Chief Administrative Officer (CAO) Performance Review Policy as presented.	02-24-2026	Municipal Clerk	Complete	Council
694	Advertising and Sponsorship Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the Advertising and Sponsorship Policy as presented.	02-24-2026	Municipal Clerk	Complete	Council
695	Travel and Expense Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the Travel and Expense Policy as amended.	02-24-2026	Municipal Clerk	Complete	Council
696	Strategic Communications Plan/ that Council accept the recommendation of the By-law/Policy Committee and adopt the Strategic Communications Plan as amended.	02-24-2026	Municipal Clerk	Complete	Council
697	International Day for the Elimination of Racial Discrimination/ that Council accept the recommendation of the Inclusive, Diverse, Equitable, Accessible Advisory Committee and proclaim March 21, 2026, as the International Day for the Elimination of Racial Discrimination.	02-24-2026	Municipal Clerk	Complete	Council

698	Recreation Instructor/Facilitator Liability Insurance Funding /that Council accept the recommendation of the Director of Community Development and Recreation and authorize the allocation of additional funding, within the existing 2025-2026 departmental budget, to further offset the cost of instructor and facilitator liability insurance, provided that the total amount of requests does not exceed the funds budgeted for the 2025-2026 fiscal year AND FURTHER MOVE that Council approve \$10,000 for the 2026-2027 fiscal year to offset instructor/facilitator liability insurance cost at a rate of \$250 per instructor with the option to allocate further funding at the end of the fiscal should the budget allow.	02-24-2026	Director of Finance/Director of Community Development and Recreation	Complete	Council
699	Eastern Counties Regional Library's request for the allocation of funding for the St. Peter's Hub project to be included in the Municipality's 2026/2027 annual operating budget / hat Council reallocate the \$20,000 in funding for the St. Peter's Hub project from the 2025-2026 budget to the 2026–2027 budget.	02-24-2026	Director of Finance	Complete	Council
700	Destination Cape Breton Association Briefing Note, Re: Announced closure of the Port Hastings Visitor Information Centre /that Council authorize the Warden to write a letter to the Provincial Government urging them to reverse their decision to close Visitor Information Centres at key ports of entry to the province, including the gateway to Cape Breton Island in Port Hastings, as well as Yarmouth, Amherst, and the Halifax Airport, citing information on economic multipliers, reputation and strategic risks as outlined in the briefing note from Destination Cape Breton Association, and FURTHER MOVE that Council collaborate with other municipalities in advocating for a reversal and exploration of potential alternative models for service delivery.	02-24-2026	Warden	Complete	Council
701	Low Income Property Tax Exemption Program /that Council set the household income threshold for the Low Income Property Tax Exemption Program at \$35,000 and maintain the exemption at up to \$200.	02-26-2026	Director of Finance	In Progress	Council
702	2025-2026 Grants Policy / that the 2025-2026 Grants Policy be referred to the By-Law/Policy Committee for review.	02-26-2026	Municipal Clerk	Complete	Council
703	D'Escousse Civic Improvement Society grant request for the Tier 1 – Community Grant funding for \$500 / that Council accept the recommendation of the Committee of the Whole, and approve the D'Escousse Civic Improvement Society grant request for the Tier 1 – Community Grant funding for \$500, and be allocated as follows: \$250 from the District 1 Fund and \$250 from the District 2 Fund.	03-24-2026	Director of Finance	Complete	Grant
704	Grand River Volunteer Fire Department grant request for the Tier 2 – Community Grant funding for \$7,500 / that Council accept the recommendation of the Committee of the Whole and defer the Grand River Volunteer Fire Department grant application until after the approval of the 2026-2027 budget.	03-24-2026	Council	Complete	Grant
705	St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier – 2 Community Grant funding for \$7,500 /that Council accept the recommendation of the Committee of the Whole and table the St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant application to the next Regular Council meeting at the end of March, and be considered first. 2nd Motion: that Council defer the grant request from the St. Peter's Community Club, on behalf of the Nicolas Denys Museum, until immediately following the approval of the 2026-2027 budget.	03-24-2026	Council	Complete	Grant
706	Request for the Municipality to raise the Epilepsy Awareness flag /that Council accept the recommendation of the Committee of the Whole and raise an Epilepsy Awareness flag during Epilepsy Week.	03-24-2026	Director of Public Works	Complete	Council

707	Flag Policy /that Council accept the recommendation of the Committee of the Whole and refer the Flag Policy to the By-law/Policy Committee for the purpose of amending the policy to include the Epilepsy Awareness flag for Epilepsy Week in the list of approved flags.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
708	Servicing for multiple dwelling units on a single lot /that Council accept the recommendation of the Committee of the Whole and authorize staff to submit a request to the Nova Scotia Regulatory and Appeals Board (NSRAB) to amend the Richmond Water Utility's Schedule of Rules and Regulations to allow an accessory dwelling unit (ADU) to be served from the same water service connection on any dwelling lot.	03-24-2026	Director of Public Works	In Progress	Council
709	Capital Cost of Sewer Construction By-law No. 29/ that Council accept the recommendation of the Committee of the Whole and refer the Capital Cost of Sewer Construction By-law No. 29 to the By-law/Policy Committee for discussion.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
710	New draft Dry Hydrant Policy /that Council accept the recommendations of the Fire Protection Services Committee and refer the new draft Dry Hydrant Policy to the Bylaw/Policy Committee for review.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
711	Draft Request for Proposal (RFP) to retain a consultant to conduct an audit across all departments in Richmond County /that Council accept the recommendation of the Fire Protection Services Committee and proceed with the RFP process to retain the professional services of a qualified consultant to conduct a comprehensive Fire Services Equipment Audit across all departments	03-24-2026	CAO/Warden/ESC	In Progress	FPSC
712	Write-off of taxes for property destroyed by fire/ that Council write off the taxes for property AAN00449997 owned by Carol-Anne and Kenneth Couch, which was completely destroyed by fire, in the amount of \$350.99, which represents taxes on the dwelling only from December 8, 2025, to March 31, 2026.	03-24-2026	Revenue Manager	Complete	Council
713	Rocky Bay Irish Club grant request for the Tier 2 – Community Grant funding for \$7,500/ that Council approve the Rocky Bay Irish Club grant request for the Tier 2-Community Grant funding in the amount of \$7,5000, to be allocated as follows: \$1,615 from the District 1 Fund, \$1,694 from the District 2 Fund, \$1,661.50 from the District 3 Fund, \$1,400 from the District 4 Fund, \$650 from the District 5 Fund, and \$479.50 from the Regional Fund.	03-24-2026	Director of Finance	Complete	Grant
714	Province's new Regional Emergency Management Organization (REMO) standards/ that Council refer the development of the REMO by-law and the associated terms of reference to the By-law/Policy Committee.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
715	Cost Shared Paving Program /that Council proceed with the Cost-Shared Program for the paving of Forgeron Road.	04-07-2026	CAO	Complete	Council
716	Richmond County Truckers Association for the transportation of municipal solid waste and recycling/ that Council accept the recommendation of the Committee of the Whole, and authorize staff to proceed with execution of a new agreement with the Richmond County Truckers Association for transportation of municipal solid waste and recycling with a 12% increase to the base trucking rates, and further recommended that the base rates be adjusted annually on April 1 to reflect changes in CPI for the prior 12 months. The new base rates, effective April 1, 2026, would be \$411.60 and \$517.44 (at 0% TANS surcharge) for shipments to Guysborough and Edwardsville.	04-28-2026	Director of Public Works/Director of Finance	In Progress	Council

717	Isle Madame New Horizon Seniors Club grant request for the Tier 1 – Community Grant Funds for \$1,000, submitted as the host organization for the Persons with Impaired Vision Group/ that Council accept the recommendation of the Committee of the Whole and defer the Isle Madame New Horizon Seniors Club grant application, submitted as the host organization for the Persons with Impaired Vision Group, until the 2026-2027 budget is approved.	04-28-2026	Director of Finance	Complete	Grant
718	Richmond Rize Volleyball Association sponsorship request for \$1,000/ that Council accept the recommendation of the Committee of the Whole and defer the Richmond Rize Volleyball Association sponsorship request until after the approval of the 2026-2027 budget.	04-28-2026	Director of Finance	Complete	Grant
719	Eastern District Planning Commission staff appointments/ that Council accept the recommendation of the Committee of the Whole and accept the Eastern District Planning Commission staff appointments as outlined in the letter to Council.	04-28-2026	Council	Complete	Council
720	Amendments to the MOCR Marketing Levy By-law for short-term rental platforms/ that Council accept the recommendation of the Committee of the Whole and refer the Marketing Levy By-law to the By-law/Policy Committee.	04-28-2026	Council	In Progress	By-Law/Policy
721	Lyme Disease Awareness Month/ that Council accept the recommendation of the Committee of the Whole and proclaim May as Lyme Disease Awareness Month.	04-28-2026	Council	Complete	Council
722	MOCR Credit Card Policy/ that Council accept the recommendation of the Audit Committee and refer the Credit Card Policy to the By-law/Policy Committee for review.	04-28-2026	Council	In Progress	By-Law/Policy
723	Business days versus calendar days/ that Council accept the recommendation of the By-law/Policy Committee and revise the Publication of Council, Committee of Council, Committee Reports, and Meeting Packages on Municipal Website Policy as follows: •In sections 2.3 and 3.7, remove the word “business”.•In section 2.3, insert the word “either” before the word “Council” and remove the comma after “Council”.	04-28-2026	Council	Complete	By-Law/Policy
724	Solid waste management facility tipping fees/ that Council accept the recommendation of the By-law/Policy Committee and direct staff to provide a staff report by the end of January 2027, on alternative ways to structure the tipping fees.	04-28-2026	Director of Public Works	In Progress	Council
725	Louisdale and District Volunteer Fire Department Boundary/ that Council accept the request of the Louisdale and District Volunteer Fire Department to assume full responsibility for Richmond County area currently serviced by the West Bay Road and District Volunteer Fire Department (which is MacIntyre Lake to Cleveland, down to Lower River and Evanston, north of the Strait Richmond Hospital), effective July 1, 2026.	04-28-2026	ESC/Director of Finance	In Progress	Council
726	Grants Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the 2026-2027 Grants Policy as presented, with the following change: •In section 5.4 (c), add the word “applicant” before the word “financial.”	04-28-2026	Council	Complete	Council
727	Dry Fire Hydrant Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the Dry Fire Hydrants Policy as presented, with the following changes: •In section 1.1, replace the last sentence to read, “This policy applies to dry fire hydrants installed after January 1, 2024.”•In section 2.4, replace the first sentence to read, “Any dry fire hydrants installed under this policy will be owned by the Municipality.” •In section 3.3 (a), add an “s” to the word hydrant.	04-28-2026	Council	Complete	Council
728	Road Name Change Policy/ that Council accept the recommendation of the By-law/Policy Committee and repeal the Road Name Change Policy.	04-28-2026	Municipal Clerk	Complete	By-Law/Policy
729	Development of a new Road Name Change Policy/ that Council accept the recommendation of the By-law/Policy Committee and refer the development of a new Road Name Change Policy to the By-law/Policy Committee.	04-28-2026	Municipal Clerk	In Progress	By-Law/Policy

730	Strait Area Chiefs, Mayors, and Wardens Committee meeting update , Re: Signatory on letters/that Council authorize the Warden to be a signatory, on behalf of Council, on letters to federal and provincial representatives regarding (a) the state of cellular service in the region and (b) the proposed NSCC sister residence and its potential to bolster housing stock in the region.	04-28-2026	Council	In Progress	Council
731	Canada Day Grants /that Council approve the funding allocation for Canada Day Grant funding in the amount of \$15,000	05-14-2026	Council	Complete	Council
732	Student Bursaries /that Council approve the funding allocation for Student Bursaries in the amount of \$3,000, to be distributed as follows: Richmond Academy - \$1,500 École Beau-Port - \$750 Potlotek Education Centre - \$750	05-14-2026	Council	Complete	Council
733	Council Travel reporting presented in budget /that Council refer the Councillor Travel on how it is presented in budget to the Audit Committee.	05-14-2026	Director of Finance	In Progress	Council
734	Cost related to Streetlights / that Council investigate the cost related to streetlights.	05-14-2026	Director of Public Works	In Progress	Council
735	Letters regarding funding contributions / that Council direct the Warden to write a letter to the Allan J MacEachen Regional Airport and the Town of Port Hawkesbury regarding funding contributions.	05-14-2026	Warden	In Progress	Council
736	Recommendation from In Camera Session - Legal / that Council release the statement as discussed in closed session. Public record: May 14, 2026 Special Meeting Minutes, Section 7, Statement: As per Section 15 of the Regulations of the Code of Conduct	05-14-2026	Council	Complete	Council