



## Regular Council Meeting

Tuesday, June 23, 2026

Council Chambers

7:00 p.m.

### AGENDA

1. **Call to Order**
2. **Opening Acknowledgement**
3. **O'Canada**
4. **Roll Call of Councillors**
5. **Items Added to the Agenda (Approval of Agenda)**
6. **Review of Minutes, Re:**
  - a) May 25, 2026, Special Meeting
  - b) May 26, 2026, Regular Council Meeting
  - c) May 28, 2026, Special Meeting
7. **Question Period:**
  - Restricted to items on the Committee Reports
  - Phone: (902) 226-9885 (see question period details below)
8. **Committee Reports:**
  - a) Committee of the Whole
    - i. Isle Madame Boat Club sponsorship request for \$1,000
    - ii. La Société du Festival Acadien de Petit-de-Grat grant request for Tier 1 - Community Grant Funds for \$1,000
    - iii. Kitchen Rackets Organization - Celtic Colours International Festival grant request for Tier 1 - Community Grant Funds for \$500
    - iv. Kitchen Rackets Organization grant request for Tier 1 - Community Grant Funds for \$500
    - v. Rescind previously approved grant funding for the St. Peter's Community Club, on behalf of the Nicolas Denys Museum (the related provincial funding was not approved)
    - vi. Lakeside Community Association grant request for Tier 2 - Community Grant Funds for \$7,500



- vii. Royal Canadian Legion Branch 150 sponsorship request for \$1,500
- viii. Louisdale Lions Club grant request for Tier 1 - Community Grant Funds for \$1,000
- ix. New Horizons Senior Citizens Club grant request for Tier 2 - Community Grant Funds for \$7,320
- x. River Bourgeois Mariner Society grant request for Tier 1 - Community Grant Funds for \$1,000
- xi. Lennox Passage Yacht Club grant request for Tier 1 - Community Grant Funds for \$1,000
- xii. Budget Committee
- b) By-law/Policy Committee
  - i. Marketing Levy By-law Amendments
  - ii. Positive Recreation for All (PRO-Recreation) Program Policy
  - iii. Regional Emergency Management By-law
  - iv. By-law/Policy Working List
- c) Recreation Advisory Committee
  - i. Richmond County Volunteer Recognition Program
- d) RCMP Advisory Board
  - i. Request to relocate a speed radar unit to Louisdale
- e) Source Water Protection Advisory Committee
  - i. Committee Terms of Reference amendments
- 9. First Reading Approval**
  - a) Marketing Levy By-law, By-law No. 60
  - b) Regional Emergency Management By-law, By-law No. 71
- 10. Correspondence**
  - a) Action Required
    - ii. Letter from Fatima Ali, Event Coordinator, MitoCanada Foundation, Re: Mitochondrial Disease Awareness proclamation request
  - b) For Information Purposes
    - i. Letter from the Honourable John A. MacDonald, Minister of Municipal



Affairs, Re: Summary of changes for the coming fiscal year

- ii. Letter from the Honourable Kim Masland, Minister of Emergency Management, Re: Invitation to meet in Richmond County regarding Fire Services
- iii. Letter from MOCR to Richard Boudreau, President, Petit-de-Grat Red Caps, Re: Letter of support for their bid to host the 18U AA Atlantic Baseball Championship

**11. Unfinished Business**

- a) Firearms Safety Course – Costs and Scheduling Update – Staff Memo

**12. Review of Action Items**

**13. Items Added to the Agenda**

**14. Question Period**

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

**15. 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 livestreamed 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

May 25, 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

Deputy Warden Amanda Mombourquette called the meeting to order at 6:00 p.m.

2. Approval of the Agenda

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

3. 2026-2027 Budget Planning

A brief discussion was held regarding funding contributions before the meeting moved in camera.

a) In Camera Personal

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the meeting move to an in camera session at 6:20 p.m.

Motion carried.

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the meeting revert to regular session at 6:32 p.m.

Motion carried.

4. Recommendations from In Camera

There were no recommendations.

5. Adjournment

There being no further business, the Chair adjourned the meeting at 6:34 p.m.

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Chairperson

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Municipal Clerk



## Regular Council Meeting

May 26, 2026

Location: Richmond Room and Council Chambers

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

Staff: Troy MacCulloch, Chief Administrative Officer (CAO), Shelley David, Municipal Clerk

1. Call to Order

Warden Lois Landry called the meeting to order at 6:45 p.m.

2. In Camera Session - Personnel

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the meeting move to an in camera session at 6:45 p.m.

Motion carried.

Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, that the meeting revert to regular session at 6:50 p.m., and recess until 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)

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that Council appoint Margaret Gracie to the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee.

Motion carried.



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

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the agenda be approved.

Motion carried.

8. Review of Minutes, Re:

a) April 27, 2026, Special Meeting

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that the minutes of the April 27, 2026, Special Meeting be adopted.

Motion carried.

b) April 28, 2026, Regular Council

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the minutes of the April 28, 2026, Regular Council meeting be adopted.

Motion carried.

c) May 14, 2026, Special Meeting

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that the minutes of the May 14, 2026, Special 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 VON proclamation request.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and proclaim May 17-23, 2026, as VON Week in Richmond County.

Motion carried.



### 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.

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

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, 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.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, 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.

Motion carried.



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

Motion carried.

b) By-law/Policy Committee

i. The Committee discussed the Flag 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 Flag Policy as presented.

Motion carried.

ii. The Committee discussed the Credit Card 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 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”.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the By-law/Policy Committee report for the month of May be adopted.

Motion carried.

c) Inclusive, Diverse, Equitable, Accessible (IDEA) Committee

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

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, 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.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that the By-law/Policy Committee report for the month of May be adopted.

Motion carried.

11. New Business, Re:

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

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that Council refer the discussion of the \$5,000 request from Destination Cape Breton for the proposed Port Hastings Visitor Information Centre collaborative operating model to the Thursday, May 28<sup>th</sup> Special Meeting.

Motion carried.

12. Correspondence

- a) Action Required:

- i. Email from Celeste Gotell, Community Outreach Coordinator, Seniors Take Action Coalition of Richmond County, Re: World Elder Abuse Awareness Day proclamation request

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that Council approve the proclamation request from the Seniors Take Action Coalition and proclaim June 15, 2026, as World Elder Abuse Awareness Day.

Motion carried.

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 on 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.

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: 2<sup>nd</sup> Annual Hydrogen East Conference

13. Review of Action Items

a) Action Items List

For information only.



14. Items Added to the Agenda

There were no items added to the agenda.

15. Question Period

There were no questions.

16. Adjournment

There being no further business, the Chair adjourned the meeting at 7:56 p.m.

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Chairperson

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Municipal Clerk

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## Special Meeting

May 28, 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 7:00 p.m.

2. Approval of the Agenda

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that the agenda be approved with the addition of the Destination Cape Breton – Port Hastings VIC – Proposal for a Collaborative Operating Model. Motion carried.

3. 2026-2027 Budget

a) Capital Investment Plan

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that Council approve the 5-year Capital Investment Plan for the Municipality of the County of Richmond for the fiscal year ending March 31, 2027.

Motion carried.

b) Area Rates

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Director of Finance and that the following area rates be approved:

St. Peter's Fire Department	0.11
West Bay Road Fire Dept.	0.15 – to July 6, 2026
L'Ardoise Fire Dept.	0.16
Grand River Fire Dept.	0.15
Loch Lomond Fire Dept.	0.15



Louisdale Fire Dept.	0.10
Framboise-Fourchu Fire Dept.	0.15
Isle Madame Fire Dept.	0.11
District Ten Fire Dept.	0.13
Point Tupper Fire	0.05
Former District #2 Community Rate	0.04
Former District #4 Community Rate	0.01

St. Peter's Village Commission – collect whatever rate they establish, conditional on them providing their rate to the Municipality by July 31, 2026.

Motion carried.

c) Final Budget for the year ending March 31, 2027

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Municipal Council give approval to the municipal estimates of revenues and expenditures for the year ending March 31, 2027, in the amount of \$19,020,485;

AND FURTHER MOVE THAT WHEREAS pursuant to the Municipal Act, the Municipal Council of the Municipality of Richmond estimates that sums amounting to \$11,546,334 are required for the lawful purpose of the said Municipality for the year ending March 31, 2027, after crediting the probable revenue from all sources other than rates for the said year and making due allowance for the abatement and losses which may occur in the collection of the taxes and for taxes for the said year which may not be collectible or collected;

BE IT THEREFORE RESOLVED that Richmond Council hereby authorizes the levying and collection of a residential rate of 0.85¢ on each \$100 of the assessed value of residential property assessed on the assessment roll and a commercial rate of \$2.15; which rates said Council deems sufficient to raise the sums required to defray the expenditures of the said Municipality for this year, and any deficit from the preceding years;

AND BE IT FURTHER RESOLVED that Richmond Council hereby imposes an additional percentage charge of 18 percent per annum on all rates and taxes remaining unpaid;



AND BE IT FURTHER RESOLVED that Richmond Council hereby fixes the 30th day of September, 2026, as the day on which the Tax Collector or Treasurer may proceed to issue warrants for the collection of all rates and taxes then unpaid.

Motion carried.

4. Canada Day Funding Applications

- a) D'Escousse Civic Improvement Society - \$3,000
- b) Isle Madame New Horizons Senior Citizens Club - \$1,000
- c) St. Louis Parish, Louisdale - \$2,650
- d) Riverdale Community Services Society - \$1,957.48
- e) St. Peter's and Area Lions Club - \$3,000
- f) L'Ardoise Men's Club - \$1,867
- g) Loch Lomond Heritage Association - \$1,000
- h) District Number Ten Volunteer Fire Department - \$500

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council approve the Canada Day Funding applications as follows:

- D'Escousse Civic Improvement Society \$3,000.00
- Isle Madame New Horizons Senior Citizens Club \$1,000.00
- St. Louis Parish, Louisdale \$2,650.00
- Riverdale Community Services Society \$1,957.48
- St. Peter's and Area Lions Club \$3,000.00
- L'Ardoise Men's Club \$1,867.00
- Loch Lomond Heritage Association \$1,000.00
- District Number Ten Volunteer Fire Department \$ 500.00

Motion carried.

5. Grant Applications

Councillor Brent Sampson declared a conflict regarding the St. Peter's Community Club grant request and left the meeting at 7:13 p.m.

- a) St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier 2 - Community Grant Fund for \$7,500

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council approve the St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier 2 – Community



Grant Fund in the amount of \$7,500, to be allocated as follows: \$500 from the District 4 Fund and \$7,000 from the Regional Fund.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, to amend the main motion by adding “contingent on receiving Provincial funding by September 30, 2026”.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council approve the St. Peter’s Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier 2 – Community Grant Fund in the amount of \$7,500, to be allocated as follows: \$500 from the District 4 Fund and \$7,000 from the Regional Fund, contingent on receiving Provincial funding by September 30, 2026.

Motion carried.

Councillor Brent Sampson returned to the meeting at 7:18 p.m.

- b) Grand River Volunteer Fire Department grant request for the Tier 2 - Community Grant Funds for \$7,500

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council approve the Grand River Volunteer Fire Department, grant request for the Tier 2 – Community Grant Fund in the amount of \$7,500, to be allocated as follows: \$1,500 from the District 5 Fund and \$6,000 from the Regional Fund.

Motion carried.

- c) Isle Madame New Horizons Senior Citizens Club, on behalf of the Persons with Impaired Vision Group, grant request for the Tier 1 - Community Grant Funds for \$1,000

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that Council approve the Isle Madame New Horizons Senior Citizens Club, on behalf of the Persons with Impaired Vision Group, grant request for the Tier 1 – Community Grant Fund in the amount of \$1,000, to be allocated as follows: \$500 from the District 1 Fund, \$500 from the District 2 Fund.

Motion carried.



- d) Bras d'Or Lake Biosphere Region Association grant request for the Tier 2 - Community Grant Funds for \$6,250

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council approve the Bras d'Or Lake Biosphere Region Association grant request for the Tier 2 – Community Grant Funds in the amount of \$6,250, to be allocated as follows: \$500 each from the District 3, 4 and 5 Funds and \$4,750 from the Regional Fund.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the main motion be amended to allocate the funds as follows: \$500 from the District 4 Fund and \$5,750 from the Regional Fund.  
Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council approve the Bras d'Or Lake Biosphere Region Association grant request for the Tier 2 – Community Grant Funds in the amount of \$6,250, to be allocated as follows: \$500 from the District 4 Fund and \$5,750 from the Regional Fund.

Motion carried, with three (3) in favour and two (2) opposed. (No: Councillor Brian Marchand, Councillor Brent Sampson)

- e) Holy Guardian Angels Parish, on behalf of the L'Ardoise Acadian Festival, grant request for the Tier 1 – Community Funds for \$1,000

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that Council approve the Holy Guardian Angels Parish, on behalf of the L'Ardoise Acadian Festival, grant request for the Tier 1 – Community Grant Funds in the amount of \$1,000, to be allocated as follows: \$500 from the District 5 Fund and \$500 from the Regional Fund.

Motion carried.

6. Sponsorship Applications

- a) Richmond Rize Volleyball Association sponsorship request for \$1,000

Discussion ensued. It was noted that while Council recognizes and supports community involvement in team sports, it does not generally provide funding for team travel. It was the consensus of Council to decline the sponsorship request.



b) Cape Breton Partnership Investor Summit

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council approve the Cape Breton Partnership Investor Summit Nutrition Break sponsorship of \$1,250, to be allocated from the Sponsorship Fund.

Motion carried.

7. Destination Cape Breton Association – Port Hastings Visitor Information Centre (VIC) – Proposal for a Collaborative Operating Model

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council approve funding of \$5,000 for the Destination Cape Breton Association's Port Hastings VIC Collaborative Operating Model proposal, to be allocated from the Strategic Priorities Fund.

Motion carried.

8. Agencies, Boards, Commissions, and Committees (ABCCs) Matrix

a) ABCCs

A discussion ensued regarding the ABCCs Matrix.

It was the consensus of Council that Deputy Warden Amanda Mombourquette continue to represent Council on the CEPI Management Committee until October. It was noted that the ABCCs Matrix will be reviewed in October, following the election of the Warden.

Council also discussed nominating an alternate member to represent Council on the Strait of Canso Superport Board.

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that Council direct staff to advertise for an alternate member for the Strait of Canso Superport Board.

Motion carried.

Council discussed Section 18.1, Reporting and Communication, of the Committees Policy.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council refer the Committees Policy to the By-law/Policy Committee for review.

Motion carried.



a) Committee Appointment

A discussion ensued regarding the Net Zero Community Buildings Program, specifically the need to identify a community champion and a dedicated navigator for the program. Council was advised that two workshops are scheduled for June and would provide an opportunity to engage with interested community members.

It was the consensus of Council to seek a community champion and dedicated navigator through the upcoming June workshops. If no suitable individuals come forward through that process, the matter will be brought back to Council.

9. Adjournment

There being no further business, the Chair adjourned the meeting at 7:58 p.m.

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Chairperson

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Municipal Clerk



## Committee of the Whole Report

June 2026

The Committee met on June 9, 2026.

**The Committee discussed the Isle Madame Boat Club sponsorship request for \$1,000.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Isle Madame Boat Club sponsorship request in the amount of \$500, to be allocated from the Sponsorship Fund.

**The Committee discussed the La Société du Festival Acadien de Petit-de-Grat grant request for the Tier 1 - Community Grant Funds for \$1,000.**

I move that Council accept the recommendation of the Committee of the Whole and approve the La Société du Festival Acadien de Petit-de-Grat grant request for the Tier 1 - Community Grant Funds in the amount of \$1,000, to be allocated as follows: \$250 from the District 1 Fund, \$250 from the District 2 Fund, and \$500 from the Regional Fund.

**The Committee discussed the Kitchen Rackets Organization - Celtic Colours International Festival grant request for the Tier 1 - Community Grant Funds for \$500.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Kitchen Rackets Organization - Celtic Colours International Festival grant request for the Tier 1 - Community Grant Funds in the amount of \$500, to be allocated from the District 4 Fund.

**The Committee discussed the Kitchen Rackets Organization grant request for the Tier 1 - Community Grant Funds for \$ 500.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Kitchen Rackets Organization grant request for the Tier 1 - Community Grant Funds in the amount of \$500, to be allocated from the District 4 Fund.

**The Committee discussed the update from the St. Peter's Community Club, on behalf of the Nicolas Denys Museum, regarding previously approved funding that was contingent upon the approval of provincial funding.**

I move that Council accept the recommendation of the Committee of the Whole and rescind the motion granting funding in the amount of \$7,500 to the St. Peter's Community Club, on behalf of the Nicolas Denys Museum, as their provincial funding application was not approved.

**The Committee discussed the Lakeside Community Association grant request for the Tier 2 - Community Grant Funds for \$7,500.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Lakeside Community Association grant request for the Tier 2 - Community Grant Funds in the amount of \$7,500, to be allocated as follows: \$500 from the District 4 Fund and \$7,000 from the Regional Fund.

**The Committee discussed the Royal Canadian Legion Branch 150 sponsorship request for \$1,500.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Royal Canadian Legion Branch 150 sponsorship request for \$1,500, to be allocated from the Sponsorship Fund.

**The Committee discussed the Louisdale Lions Club grant request for the Tier 1 - Community Grant Funds for \$1,000.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Louisdale Lions Club grant request for the Tier 1 - Community Grant Funds in the amount of \$1,000, to be allocated as follows: \$750 from the District 3 Fund and \$250 from the Regional Fund.



**The Committee discussed the New Horizons Senior Citizens Club grant request for the Tier 2 - Community Grant Funds for \$7,320.**

I move that Council accept the recommendation of the Committee of the Whole and approve the New Horizons Senior Citizens Club grant request for the Tier 2 - Community Grant Funds in the amount of \$3,195, to be allocated as follows: \$600 from the District 1 Fund, \$595 from the District 2 Fund, and \$2,000 from the Regional Fund.

**The Committee discussed the River Bourgeois Mariner Society grant request for the Tier 1 - Community Grant Funds for \$1,000.**

I move that Council accept the recommendation of the Committee of the Whole and approve the River Bourgeois Mariner Society grant request for the Tier 1 - Community Grant Funds in the amount of \$750, to be allocated as follows: \$500 from the District 4 Fund and \$250 from the Regional Fund.

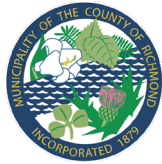
**The Committee discussed the Lennox Passage Yacht Club grant request for the Tier 1 - Community Grant Funds for \$1,000.**

I move that Council accept the recommendation of the Committee of the Whole and approve the Lennox Passage Yacht Club grant request for the Tier 1 - Community Grant Funds in the amount of \$1,000, to be allocated as follows: \$300 from the District 1 Fund, \$300 from the District 2 Fund, and \$400 from the Regional Fund.

**The Committee discussed the establishment of a Budget Committee.**

I move that Council accept the recommendation of the Committee of the Whole and refer the discussion on the Terms of Reference for a Budget Committee to the By-law/Policy Committee.

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



## **By-Law/Policy Committee Report**

June 2026

The Committee met on May 28<sup>th</sup>, June 9<sup>th</sup>, and 16<sup>th</sup>, 2026.

### **The Committee discussed the amendments to the Marketing Levy By-law.**

I move that Council accept the recommendation of the By-law/Policy Committee and accept the amendments to the Marketing Levy By-law as presented.

### **The Committee discussed the Positive Recreation Opportunities for All (PRO-Recreation) Program Policy.**

I move that Council accept the recommendation of the By-law/Policy Committee and adopt the Positive Recreation Opportunities for All (PRO-Recreation) Program Policy as presented, with the following changes:

- amend section 4.3 by adding “and approving” after “determining”;
- amend the application form by adding a definition of household size to include the total number of persons in the household, including children, adding a 1-person household with an annual income limit of \$22,512; and revising the household size scale by changing the 7-persons category to “7+ persons”.

### **The Committee discussed the Regional Emergency Management By-law.**

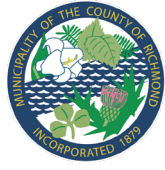
I move that Council accept the recommendation of the By-law/Policy Committee and accept the Regional Emergency Management By-law as presented, with the amendments as discussed, subject to legal consultation.

### **The Committee discussed the By-law/Policy Working List.**

I move that Council accept the recommendation of the By-law/Policy Committee and remove the REMO Terms of Reference from the By-law/Policy Working List.

I move that Council accept the recommendation of the By-law/Policy Committee and remove the Receipt of Donations discussion from the By-law/Policy Working List and remove the related action item, number 522, from Council’s Action List.

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



## Marketing Levy By-law - By-law #60

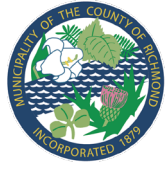
**BE IT ENACTED** by Council for the Municipality of the County of Richmond,  
pursuant to the Municipal Government Act, as amended.

### Short Title

1. This By-law shall be known as Marketing Levy By-Law - By-Law # 60 and may be cited as the Municipality of the County of Richmond Marketing Levy By-Law.

### Definitions

2. In this By-law,
  - a) **"Accommodation"** means the provision of one or more rental units or rooms as lodging in hotels and motels and in any other facility required to be registered under the *Tourist Accommodations Registration Act* and in a building owned or operated by a post-secondary educational institution;
  - b) **"Marketing Levy"** means a levy imposed pursuant to this By-law;
  - c) **"Municipality"** means the Municipality of the County of Richmond;
  - d) **"Operator"** means a person who, in the normal course of the person's business, sells, offers to sell, provides or offers to provide Accommodation in the Municipality;
  - e) **"Platform Operator"** means a person who facilitates or brokers reservations for the short-term rental of roofed accommodations via the Internet and who receives payment, compensation or any other financial benefit in connection with a person making or completing reservations of such short-term rental; and
  - f) **"Purchase Price"** means the price for which Accommodation is purchased, including the price in money, the value of services rendered, and other consideration accepted by the Operator or Platform Operator in return for the Accommodation provided, but does not include the goods and services tax.



### **Application of By-law**

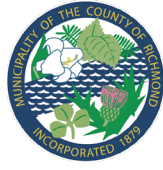
3. This By-law and the Marketing Levy imposed hereby shall be applicable to all Accommodations in the Municipality of the County of Richmond.

### **Application of Marketing Levy**

4. A Marketing Levy is hereby imposed upon the purchase of Accommodations in the Municipality, and the rate of the Marketing Levy shall be:
  - a) Where the Accommodation will be provided on or before December 31, 2023, two percent (2%) of the Purchase Price of the Accommodation;
  - b) Where the Accommodation will be provided on or after January 1, 2024, three percent (3%) of the Purchase Price of the Accommodation.
5. The Marketing Levy imposed under this By-law, whether the Purchase Price is stipulated to be payable in cash, on terms, by installments or otherwise, must be collected at the time of the sale, **whether by an Operator or Platform Operator**, on the total amount of the Purchase Price and must be remitted to the Municipality at the prescribed times and in the prescribed manner.
6. If a person collects an amount as if were a Marketing Levy imposed under this By-law, the person must remit the amount collected to the Municipality at the same time and in the same manner as a Marketing Levy collected under this By-law.

### **Exemption from the Marketing Levy**

7. The Marketing Levy shall not apply to:
  - a) a person who pays for Accommodation for which the daily Purchase Price is no more than twenty dollars (\$20.00);
  - b) a student who is accommodated in a building owned or operated by a post-secondary educational institution while the student is registered at and attending that post-secondary educational institution;
  - c) a person who is accommodated in a room for more than thirty (30) consecutive days;
  - d) a person and the person's family, accommodated while the person or a member of the person's family is receiving medical treatment at a hospital or provincial health-care centre or is seeking specialist medical advice,

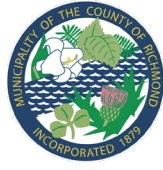


provided the person provides the Operator **or Platform Operator** with the following:

- i. a statement from a hospital or provincial health-care centre confirming the person or a member of the person's family is receiving medical treatment at the hospital or health-care centre and is therefore in need of Accommodation and confirming the duration of the Accommodation; or
  - ii. a statement from a physician licensed to practice medicine in the Province of Nova Scotia that the person or a member of the person's family is seeking specialist medical advice and is therefore in need of Accommodation and confirming the duration of the Accommodation.
- e) a person and the person's family, accommodated while the person and the person's family have been temporarily displaced from their home due to a natural disaster, including high wind event, flood event, fire or other naturally occurring damaging event.
8. The By-law and the Marketing Levy imposed hereby shall not apply to Accommodations containing fewer than ten (10) rooms where the Accommodation is provided, or full payment for the Accommodation is received on or before December 31, 2023.

### **Registration of Operator**

9. Every Operator of a facility providing Accommodations to which this By-law applies shall apply for and be issued a registration certificate by the Municipality.
10. Where an Operator carries on business at more than one place, they shall obtain a registration certificate in respect of each individual place of business.
11. The registration certificate shall be displayed in a prominent place on the premises.
12. Where an Operator changes their address, they shall forthwith return their registration certificate to the Municipality for amendment.



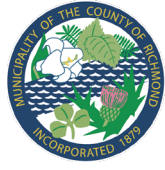
13. Where an Operator changes the name or nature of their business, they shall forthwith return their registration certificate to the Municipality and apply for a new registration certificate.
14. Where an Operator ceases to carry on business in respect of which a registration certificate has been issued, the certificate shall thereupon be void, and they shall return the same to the Municipality within fifteen (15) days of the date of discontinuance.
15. Where a registration certificate is lost or destroyed, application shall be made to the Municipality for a copy of the original.
16. A registration certificate granted under Section 9 is not transferable.

#### **Return and Remittance of Marketing Levy**

17. The Municipality may at any time require a return of sales and Marketing Levy collected by any person selling Accommodation, such return to cover any period or periods.
18. Subject to the provisions of Section 17, unless otherwise provided, all Operators or Platform Operators shall make separate monthly returns to the Municipality.
19. A separate return shall be made for each place of business, unless a consolidated return has been approved by the Municipality.
20. The returns by Operators or Platform Operators shall be made, and the Marketing Levy shall be remitted to the Municipality by the fifteenth (15<sup>th</sup>) day of the month following the collection of the Marketing Levy by the Operator or Platform Operator.
21. If an Operator or Platform Operator during the preceding period has collected no Marketing Levy, they shall nevertheless make a report to that effect on the prescribed return form.
22. Where an Operator or Platform Operator ceases to carry on or disposes of their business, they shall make the return and remit the Marketing Levy collected within fifteen (15) days of the date of discontinuance or disposal.

#### **Records**

23. Every Operator or Platform Operator shall keep books of accounts, records



- and documents sufficient to furnish the Municipality with the necessary particulars of
- a) Sales of Accommodations,
  - b) Amount of Marketing Levy collected, and
  - c) Disposal of Marketing Levy.
24. All entries concerning the Marketing Levy in such books of account, records and documents shall be separate and distinguishable from other entries made therein.
25. Every Operator or Platform Operator shall retain any book of account, record or other document referred to in this section for a period of seven (7) years or until the Municipality authorizes its destruction.
26. Where a receipt, bill, invoice or other document is issued by a person selling Accommodation, the Marketing Levy shall be shown as a separate item thereon.

### **Reporting**

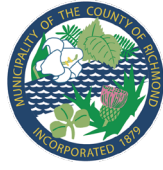
27. At the time of remittance of any Marketing Levy imposed under this By-law, every Operator or Platform Operator must submit a detailed report of the Accommodation and nights for which the Marketing Levy was collected. The report must include the following for each Accommodation:
- a) total number of room nights sold or booked for the reporting period; and
  - b) total amount of Marketing Levy collected for the accommodation during the reporting period.

### **Calculation of Marketing Levy**

28. Where an Operator or Platform Operator sells Accommodation in combination with meals and other specialized services for an all-inclusive package price, the Purchase Price of the Accommodations shall be deemed to be the Purchase Price of the Accommodations when such Accommodations are offered for sale in the same facility without such specialized services.

### **Refund of Marketing Levy Written Off**

29. The Municipality may refund to an Operator or Platform Operator who sells

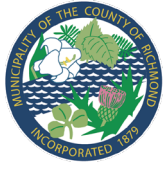


Accommodation a portion of the amount sent by the Operator **or Platform Operator** to the Municipality in respect of Marketing Levy payable on that sale under this By-law, if

- a) the Operator **or Platform Operator**, in accordance with this By-law, remits the Marketing Levy required under this Act to be levied and collected for the sale;
  - b) the purchaser subsequently fails to pay to the Operator **or Platform Operator** the full amount of the consideration and Marketing Levy payable on that sale; and
  - c) the Operator **or Platform Operator** writes off as unrealizable or uncollectible the amount owing by the purchaser.
30. An Operator **or Platform Operator** may deduct the amount of the refund payable to the Operator **or Platform Operator** under this section from the amount of Marketing Levy that the Operator **or Platform Operator** is required to remit under this By-law.
31. If an Operator **or Platform Operator** who has obtained a refund under Section 29 or made a deduction under Section 30 recovers some or all of the amount referred to in Section 29(c) with respect to which the refund was paid or the deduction was made, the Operator **or Platform Operator** must add an amount to the Marketing Levy to be paid or remitted by the Operator **or Platform Operator** under this By-law with respect to the reporting period in which the recovery was made.

#### **Refund of Marketing Levy Collected in Error**

32. If the Municipality is satisfied that a Marketing Levy or a portion of a Marketing Levy have been paid in error, the Municipality shall refund the amount of the overpayment to the person entitled.
33. If the Municipality is satisfied that an Operator **or Platform Operator** has remitted to the Municipality an amount as collected Marketing Levy that the Operator or **Platform Operator** neither collected nor was required to collect under this By-law, the Municipality must refund the amount to the Operator **or Platform Operator**.



### **Claim For Refund**

34. In order to claim a refund under this By-law, a person must
- a) submit to the Municipality an application in writing signed by the person who paid the amount claimed, and;
  - b) provide sufficient evidence to satisfy the Municipality that the person who paid the amount is entitled to the refund.
35. For the purposes of section 34(a), if the person who paid the amount claimed is a corporation, the application must be signed by a director or authorized employee of the corporation.

### **Interest**

36. Interest payable under the By-law shall be payable at the rate of 4% above the prime rate as set by a Canadian bank located in the Municipality, calculated on a daily basis.

### **Inspection, Audit, and Assessment**

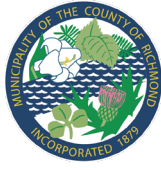
37. A person appointed by the Municipality may enter at a reasonable time the business premises occupied by a person, or the premises where the person's records are kept:
- a) to determine whether or not
    - i. the person is an Operator or Platform Operator, or the premises are Accommodations within the meaning of this By-law, or
    - ii. this By-law is being and have been complied with, or
  - b) to inspect, audit and examine books of account, records or documents.

### **Offense**

38. A person who contravenes any provision of the By-law is subject on summary conviction to be liable to a fine as follows:
- a) First Offence - Not less than \$500.00 and not more than \$1,000.00.
  - b) Subsequent Offence - For a subsequent conviction for the same or another provision of this By-law, not less than \$1,500.00 and not more than \$5,000.00.

### **Administration of By-law**

39. This By-law shall be administered on behalf of the Municipality by the Chief Municipality of the County of Richmond - Marketing Levy By-Law, By-Law #60



Administrative Officer or any person designated by the Chief Administrative Officer.

**Repeal and Replace**

40. The previous version dated October 23, 2023, and all other versions of the By-Law #60, Marketing Levy By-law, are repealed and replaced by this By-law.

**Effective Date**

41. This By-law shall take effect upon publication.

**This is to Certify That** the foregoing By-law was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the \_\_\_ day of \_\_\_\_\_ 2026.

GIVEN under the hands of the Warden and Clerk and the seal of the Municipality this \_\_\_day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Warden Lois Landry

\_\_\_\_\_  
Shelley David, Municipal Clerk



## Title: Positive Recreation Opportunities for All (PRO-Recreation) Program

**Approved by Council**

**Date:**

**Policy Review Notification**

**Date:**

**Policy Review**

**Date:**

I certify this to be a true copy of the **PRO-Recreation Program Policy** as adopted by the Municipal Council of Richmond County at a Public Meeting held on \_\_\_\_\_.

\_\_\_\_\_  
Shelley David, Municipal Clerk

### 1. Purpose

- 1.1. The Municipality of the County of Richmond (MOCR) is committed to providing opportunities for residents to participate in recreation, physical activity, and wellness programs.
- 1.2. This Policy establishes the Positive Recreation Opportunities for All (PRO-Recreation) Program to reduce financial barriers to participation in eligible municipal recreation programs.

### 2. Scope

- 2.1. This Policy applies to residents of the MOCR who apply for financial assistance to participate in eligible MOCR recreation programs.
- 2.2. This Policy applies only to recreation programs organized, operated, or hosted by MOCR.
- 2.3. This Policy does not apply to programs offered by third-party organizations, associations, clubs, or private providers.

### 3. Definitions

- 3.1. "Household" means the applicant, spouse/partner, and dependent children residing at the same address.
- 3.2. "Eligible Program" means a recreation, physical activity, wellness, cultural, or community program approved **delivered** by the Municipality.



#### 4. Roles and Responsibilities

- 4.1. Municipal Council is responsible for reviewing, amending, and adopting this Policy.
- 4.2. The Chief Administrative Officer (CAO) is responsible for implementing and administering this Policy.
- 4.3. The Director of Community Development and Recreation, or designate, is responsible for reviewing applications, determining **and approving** eligibility, and maintaining records.

#### 5. PRO-Recreation Program

- 5.1. The PRO-Recreation Program shall be funded through annual municipal budget allocations and donations.
- 5.2. The Municipality may accept donations from individuals, businesses, community organizations, and other donors in support of the PRO-Recreation Program. Donations received shall be allocated to the PRO-Recreation Fund and used solely for the purposes of the Program. Tax receipts may be issued in accordance with Canada Revenue Agency requirements. A summary of the amount of donations received and funds distributed through the Program shall be reported to Council annually.
- 5.3. **With the donor's permission, donations may be recognized through the Municipality's official social media channels or other municipal communications.**
- 5.4. Subject to available funding and program capacity, eligible applicants may receive municipal assistance toward approved registration fees and/or equipment. The types and limits of available assistance, eligible programs, and the current household income threshold are reviewed annually and outlined in the current PRO-Recreation Application Form.
- 5.5. **Funding for equipment will be approved based on the lowest-cost option that adequately meets the identified functional, safety, and quality requirements of the intended use (example: a wooden hockey stick versus a composite hockey stick).**
- 5.6. Assistance is non-transferable, has no cash value, and cannot be exchanged for cash reimbursement.



## 6. Eligibility

### 6.1. Applicants must:

- a) Be a resident of the Municipality of the County of Richmond;
- b) Meet the current household income threshold established by Council; and,
- c) Provide proof of household income. This proof can be provided in the form of either the CRA Notice of Assessment or the CRA Proof of Income Statement. It's important to note that the names of CRA forms may change periodically. Additionally, proof of income must be provided for all individuals aged 18 or older residing in the home.

## 7. Application Process

- 7.1. Applicants will use the PRO-Recreation Application Form provided by the Municipality.
- 7.2. Completed applications and proof of household income must be submitted **and approved prior to the start of eligible programs.**
- 7.3. Refunds or credits will not be issued.

## 8. Privacy and Confidentiality

- 8.1. Personal information collected under this Policy shall be administered in accordance with the Freedom of Information and Protection of Privacy Act (FOIPOP) and other applicable legislation.
- 8.2. Information shall be used solely for determining eligibility and administering the program.

## 9. Review and Amendment Schedule

- 9.1. This policy will be reviewed every four years from the date of approval.

Date of Review	Approved/Amended by Council
June 9 and June 16, 2026	

# PRO-Recreation Fund

## APPLICATION FORM

Maximum per individual: \$200 / fiscal year | Maximum per household: \$500 / fiscal year

### Applicant Information

Name of Individual: \_\_\_\_\_ Birthdate: mm/dd/yy

Name of Parent/Guardian (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (home) \_\_\_\_\_ (cell) \_\_\_\_\_ (work) \_\_\_\_\_

E-mail: \_\_\_\_\_

### Program Information

Program Name: \_\_\_\_\_

Start Date: mm/dd/yy End Date: mm/dd/yy Registration Fee: \_\_\_\_\_

### Equipment Assistance Information

Is help with equipment required?  Yes  No If yes, what equipment is needed:

\_\_\_\_\_ Equipment Fee: \_\_\_\_\_

### Proof of income

CRA Notice of Assessment (all household members aged 18+)

Total family income (line 15000) must be below the threshold for your household size. Current thresholds are listed below.

Household size: Total number of people, including children	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 + persons
Annual income limit	\$22,512	\$38,922	\$47,851	\$58,096	\$65,892	\$74,315	\$82,739

I, \_\_\_\_\_, confirm that the information provided on this form is accurate and complete.

Personal information collected on this form will be used only to determine eligibility and administer the PRO-Recreation Program. This information will be handled in accordance with the Freedom of Information and Protection of Privacy Act and other applicable legislation.

\_\_\_\_\_ mm/dd/yy

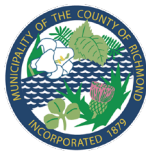
**Applicant/Parent/Guardian Signature**

**Date**

### Office Use

Approval Signature: \_\_\_\_\_ Date: mm/dd/yy Funding Amount: \_\_\_\_\_

Completed applications can be submitted in person or via mail: 2357 Highway 206, P.O. Box 120, Arichat, NS B0E 1A0, or by email to [recreation@richmondcounty.ca](mailto:recreation@richmondcounty.ca). For assistance, phone 902.226.2400 ext. 5



## Regional Emergency Management By-law, By-law #71

### 1. Title

1.1. This by-law shall be known as the Regional Emergency Management By-law or REMO By-law.

### 2. Authority

2.1. This by-law is made pursuant to Section 10 of the Nova Scotia Emergency Management Act, S.N.S. 1990, c,8, as amended from time to time.

### 3. Purpose

3.1. The purpose of this by-law is to establish a Regional Emergency Management Organization to meet the Municipality's requirements under the Act and to confirm the participation of the Municipality of the County of Richmond in a REMO with the Town of Port Hawkesbury, the Municipality of the County of Inverness, and the Municipality of the County of Victoria.

### 4. Application

4.1. This by-law shall apply to

- the Regional Emergency Management Organization;
- the Regional Emergency Management Advisory Committee;
- the Regional Emergency Management Planning Committee;
- the Regional Emergency Management Organization Coordinator and employees; and
- Council.

### 5. Definitions

In this by-law:

5.1. **"Act"** means the Emergency Management Act, S.N.S. 1990, c,8; as amended from time to time;

5.2. **"Agreement"** means the Intermunicipal Agreement entered into accordance with Clause 10(1)(a) of the Act, among the Town of Port Hawkesbury, Municipality of the County of Inverness, Municipality of the County of Victoria, and Municipality of the County of Richmond, dated\_\_(enter the date)\_\_, attached hereto as Appendix "A";



- 5.3. **"Council"** means the Council of the Municipality of the County of Richmond;
- 5.4. **"Emergency"** means a present or imminent event in respect of which the Minister or a Municipality, as the case may be, believes prompt co-ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety, or welfare of people in the Province;
- 5.5. **"Warden"** means the Warden of the County of Richmond;
- 5.6. **"Municipality"** means the Municipality of the County of Richmond.
- 5.7. **"Regional Emergency Management Advisory Committee"** means the Advisory Committee established pursuant to the Agreement, and as required by Clause 10(1)(d) of the Act;
- 5.8. **"Regional Emergency Management Organization Coordinator" and "Coordinator"** means the person appointed by Council, and in accordance with the Agreement, as required by Clause 10(1)(c) of the Act;
- 5.9. **"Regional Emergency Management Organization" and "REMO"** means the organization established by the Agreement, and as required by Clause 10(1)(b) of the Act;
- 5.10. **"Regional Emergency Management Planning Committee"** means the Planning Committee established by the Agreement, responsible for recommending policy and procedures to the Advisory Committee for maintaining a reasonable state of preparedness for emergencies;
- 5.11. **"Regional Emergency Management Plans"** means plans, programs, or procedures prepared by the REMO that are intended to mitigate the effects of an Emergency or a disaster and to provide for the protection of people, property, and the environment in the event of such an occurrence;
- 5.12. **"State of Local Emergency"** means a state of local emergency declared by a municipality pursuant to the Act and the Regulations made pursuant thereto, and this By-law;

## **6. Regional Emergency Management Organization**

- 6.1. The Town of Port Hawkesbury and the Municipalities of the County of Richmond, the County of Victoria, and the County of Inverness hereby



confirm their participation in the REMO and shall create an intermunicipal agreement with its partners, specifying funding, governance, and other requirements of Councils.

- 6.2. The REMO shall consist of the following committees and position:
- Regional Emergency Management Advisory Committee;
  - Regional Emergency Management Planning Committee; and
  - Regional Emergency Management Organization Coordinator and their assistants.

## **7. Regional Emergency Management Advisory Committee**

7.1. Council shall appoint representatives to the Advisory Committee in accordance with the Agreement for such term as the Agreement provides.

**7.2.** The Council's representatives on the Advisory Committee shall always be no fewer than two members of the Council, one of whom shall be the Warden, as referenced in the Agreement. **shall be the chief elected official and one additional member of Council, appointed in accordance with the Agreement.**

7.3. The Advisory Committee shall, on behalf of REMO:

- recommend the approval of REMO plans and policies to Council;
- recommend REMO annual budgets to Council;
- brief Council on the progress of REMO plans, policies, and other committee activities, as required by Council and other by-laws and policies approved by the Council; and
- brief Council on developments during a State of Local Emergency when deemed necessary.

## **8. Regional Emergency Management Planning Committee**

8.1. The Planning Committee, as per Schedule B of the Agreement, ~~shall be comprised of~~ **shall include** the Coordinator and Emergency service staff, if applicable.

8.2. The Planning Committee shall:

- assist the Coordinator in the preparation and coordination of REMO plans to maintain a reasonable state of preparedness for emergencies;
- and procure recommendations, planning, training, and exercises.

## **9. Regional Emergency Management Organization Coordinator**

9.1. The Coordinator shall be appointed in accordance with the Agreement.



9.2. The Coordinator shall:

- a) be responsible to chair the Planning Committee;
- b) coordinate and prepare REMO plans, training, and exercises;
- c) be responsible for ongoing public education programs related to Emergency preparedness;
- d) following the activation of the REMO Plan or a declaration of State of Local Emergency, coordinate municipal operations with those of the provincial and federal governments during a declared Emergency;
- e) ensure all Emergency operations centers and equipment are fully operational;
- f) advise the Department of Emergency Management of any real or anticipated event or Emergency as required by the Emergency Management Act; and
- g) perform such other duties as may be required by the Advisory Committee.

**10. Assistants to the Coordinator**

10.1. The Regional Emergency Management Organization Assistant Coordinators appointed in accordance with Clause 25 of the Agreement shall:

- a) participate in Regional Emergency Management Planning Committee meetings; and
- b) ensure that the interests of the Municipality are served by participating in training, exercises, and responses.

**11. Agreements**

11.1. Subject to preliminary approval of Council, the Regional Emergency Management Planning Committee may, as part of Regional Emergency Management Plans, negotiate an agreement to be approved by the Council or person designated by the Council with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or any person.

11.2. Any agreement negotiated under subsection (1) is not binding until it is approved by Council.

**12. Intermunicipal Cost Sharing**

12.1. The Municipality shall share the REMO's operational costs in accordance



with the Agreement.

### **13. Declaration of a State of Local Emergency**

13.1. Council may, when satisfied that an Emergency exists or may exist in all or any area of its own Municipality, declare a State of Local Emergency in respect of their own Municipality or an area thereof.

13.2. If any of the Councils are unable to act promptly under Section 12(2) of the Act, the Mayor of the Town of Port Hawkesbury and the Wardens of the Municipality of the County of Inverness, Municipality of the County of Victoria and Municipality of the County of Richmond may declare a State of Local Emergency, subject to Section 12(3) of the Act, in respect of their own Municipality or area thereof.

13.3. If both the Mayor and/or Wardens and Councils of the Town of Port Hawkesbury, Municipality of the County of Inverness, Municipality of the County of Victoria and Municipality of the County of Richmond are unable to act promptly to declare a State of Local Emergency in their own jurisdiction under Section 15(2) of the Act, any one of the Mayor or Wardens may, subject to the provisions of Sections 12(2) and 12(3) of the Act, declare a State of Local Emergency in regards to an Emergency that exists or may exist in all or within any area of the Town of Port Hawkesbury, Municipality of the County of Inverness, Municipality of the County of Victoria, and Municipality of the County of Richmond.

13.4. After signing a declaration or termination of a State of Local Emergency, Council shall immediately communicate or publish details on the municipal website or by the means most likely to inform the affected residents and the Department of Emergency Management.

### **14. Duties During an Emergency**

14.1. Following the activation of any Regional Emergency Management Plan or a declaration of a State of Local Emergency:

- a) every Councillor shall advise the Warden as to their location and how they may be contacted; and
- b) every employee and agent of the Municipality who has a role in such emergencies as assigned in the Regional Emergency Management Plans, shall:



- i. advise the Coordinator of their location and how they may be contacted; and
- ii. fulfill such duties described in the Regional Emergency Management Plan.

14.2. Following the declaration of a State of Local Emergency, the Warden shall provide the Minister with a copy of the Declaration of a State of Local Emergency, and renewals thereof, as required by the Emergency Management Act.

## **15. Responsibilities and Authority of Council**

15.1. The Council shall:

- (a) approve the Regional Emergency Management By-law;
- (b) approve the Regional Emergency Management Plan;
- (c) approve the Intermunicipal Emergency Services Agreement;
- (d) approve all appropriations or expenditures of monies to fulfil the terms and conditions of an agreement approved by the Council pursuant to Section 11 of this By-law;
- (e) appoint members to the Regional Emergency Management Advisory Committee and the Regional Emergency Management Planning Committee, as per the Municipality's Committees Policy and any other relevant by-laws and/or policies;
- (f) authorize the declaration and/or termination of a Local State of Emergency as required under the Act; and
- (g) ensure resources and support are made available to maintain the Regional Emergency Management Plans.

15.2. The Council may specify additional duties to be fulfilled by the Regional Emergency Management Planning Committee, the Regional Emergency Management Advisory Committee, and/or the Regional Emergency Management Organization Coordinator.

## **16. By-law Review**

16.1. The Regional Emergency Management Plan must be reviewed and approved every two years by the REMO Planning Committee and the Department of Emergency Management to ensure compliance with the provincial REMO standards.



16.2. The authority to amend this By-law rests solely with Council.

**17. Severability**

17.1. A decision by a court of competent jurisdiction that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law and does not affect the other provisions of this By-law, which shall remain in full force and effect.

**18. Effective Date**

18.1. This bylaw shall come into effect upon the date of Ministerial approval as required under the Emergency Management Act.

**19. Repeal and Replace**

19.1. This by-law repeals and replaces the Municipality of the County of Richmond Municipal Emergency Management By-law, By-law #50.

**Approval**

**This is to Certify That** the foregoing By-law was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the \_\_\_\_\_.  
GIVEN under the hands of the Warden and Clerk and the seal of the Municipality this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Lois Landry  
Warden

\_\_\_\_\_  
Shelley David  
Municipal Clerk



**Recreation Advisory  
Committee Report  
For the Month of June 2026**

**The Committee met on June 11, 2026.**

**The Committee discussed the Richmond County Volunteer Recognition Program**

I move that the Council accept the recommendation of the Recreation Advisory Committee and that staff be directed to expand the Volunteer Recognition Program to include categories for Volunteer of the Month, In Memoriam, and Group/Organization nominations; AND FURTHER MOVE that this expanded program be adopted and implemented immediately.

**This concludes the Recreation Advisory Committee report for the month of June 2026, and I move its adoption.**



## **RCMP Advisory Board Report**

**June 2026**

The RCMP Advisory Board met on June 10, 2026

**The RCMP Advisory Board discussed the placement of a speed radar unit in Louisdale to address traffic speed concerns.**

I move that Council accept the recommendation of the RCMP Advisory Board and direct staff to place a speed radar unit on Highway 320 in Louisdale, along the section of road between Harbourview Crescent and the local gas station.

**This concludes the RCMP Advisory Board report for June 2026, and I move its adoption.**



## **Source Water Protection Advisory Committee Report**

June 2026

The Committee met on June 6, 2026

### **The Committee discussed the amendments to the Source Water Protection Advisory Committee Terms of Reference.**

I move that Council accept the recommendation of the Source Water Protection Advisory Committee and refer the amended Terms of Reference to the By-law/Policy Committee for review.

**This concludes the monthly report of the Planning Advisory/Heritage Committee for the month of June 2026, and I move its adoption.**



## 1. Mandate

- 1.1 These Terms of Reference establish the Richmond Source Water Protection (SWP) Advisory Committee as an advisory group to the Richmond Water Utility/Municipality of Richmond County
- 1.2 The committee will review and make recommendations on all activities affecting the SWP area as requested by the Utility/Municipality, and communities within the watersheds.

## 2. Goals and Objectives

- 2.1 To develop a source water protection plan and provide the Utility/Municipality and Council with advice on matters related to land-use issues, water quality, levels, and flows within the source water protection area.
- 2.2 Provide advice to the Utility/Municipality that will attempt to satisfy the water quality and quantity concerns of all stakeholder groups.
- 2.3 Provide advice to the Utility/Municipality about the sources of contamination in the source water supply area.
- 2.4 Provide advice to the Utility/Municipality about management options available.
- 2.5 Provide advice to the Utility/Municipality about the success of the protection plan.

## 3. Membership

- 3.1 Membership will consist of:
  - a) At least two members of the public
  - b) A technical representative of the Utility/Municipality
  - c) One member of Council
- 3.2 The Chair and vice-chair of the Committee are appointed annually by the membership at the meeting closest to April **November** 1st. Members The Chair and vice-chair will serve on the Committee for at least one **two** years, after which the Utility/Municipality may choose an alternate for their respective position on a yearly basis at the meeting closest to April **November** 1st.



- 3.3 The Chair will act as the Committee spokesperson.
- 3.4 Where possible, membership should be composed of representatives of all stakeholders in the source water protection area.
- 3.5 Local members from the agricultural and forestry sectors may be invited to participate in committee meetings from time to time.

#### **4. Roles and Responsibilities of the Committee**

- 4.1 ~~Attempt to satisfy~~ Advise the Utility on the water quality and quantity concerns of all stakeholder groups.
- 4.2 Identify sources of contamination in the source water supply area.
- 4.3 ~~Identify management options available.~~
- 4.4 Highlight the success of the protection plan.
- 4.5 ~~Develop information and~~ Advise on education programs about source water protection for local residents, land owners, and other users of the SWP area lands.

#### **5. Committee Meetings**

- 5.1 The Committee may, from time to time, request individuals or groups to make representation to the Committee on matters affecting the SWP area.
- 5.2 The Committee may call for the input of other landowners in the source water supply area from time to time.
- 5.3 The Committee will meet as necessary, but no less than three times a year.
- 5.4 The Committee will review and comment on water quality and quantity monitoring programs and other studies related to the SWP area. All water quality information available from member agencies shall be made available to the Committee.
- 5.5 The Committee will endeavour to conduct business by consensus, but should the Committee be unable to attain consensual agreement on an issue, then the Utility/Municipality may appoint a facilitator. Should this process fail, voting may be necessary. All motions require support from at least two-thirds majority of the members present. Three members will constitute a quorum.
- 5.6 The Utility/Municipality may amend the Terms of Reference.



## **6. Conflict of Interest**

- ~~6.1~~ Committee Members shall declare possible conflicts of interest before agenda items are presented and leave the meeting or part of the meeting during which the matter is under consideration.
- ~~6.2~~ A Committee member is in a conflict of interest when he or she exercises power, influence, duty or function that provides an opportunity to further his or her private interests or those of his or her relatives or friends or to improperly further another person's private interests.
- ~~6.3~~ No Committee member shall make a decision or participate in making a decision related to the exercise of power, influence, duty or function if the Committee member knows or reasonably should know that, in the making of the decision, he or she would be in a conflict of interest.
- ~~6.4~~ No Committee member shall use his or her position to seek to influence a decision of another person so as to further the committee member's private interests or those of the committee member's relatives or friends or to improperly further another person's private interests.
- ~~6.5~~ No Committee member shall allow himself or herself to be influenced in the exercise of duty or function by plans for, or offers of monetary value or employment.
- ~~6.6~~ No Committee member or member of his or her family shall accept any gift or other advantage that might reasonably be seen to have been given to influence the committee member in the exercise of duty or function.

## **7. Reporting 6. Reporting**

- 7.1** The Committee must prepare an annual report of its activities to be distributed to all bodies represented on the Committee and to other interested parties. **The committee will review and comment on an annual report prepared by the Utility. The report will be shared publicly via the Municipal website**



## 8. ~~Related Documentation~~ 7. Related Documentation

- [EDPC Planning By-Laws](#)
- [Municipal By-Laws](#)
- [Municipal Policies](#)

## 8. Version Log

Version Number	Amendment Description	Council Approval	Date
1	Reviewed	Yes	11-19-2025



Awareness • Education • Support • Research

**Mitochondrial Disease Awareness Month & World Mitochondrial Disease Week |  
Proclamation**

Charity Registration Number: 81258 6667 RR0001

MitoCanada Foundation  
30022-478 Dundas Street West  
Oakville, ON L6H 7L8

Hello,

Starting in September of 2026, MitoCanada is expanding its annual awareness efforts into a full month, **Mitochondrial Disease Awareness Month (MDAM)**. This milestone reflects the incredible commitment of our community, who have spent years raising awareness, sharing their stories and building momentum across Canada and also the world during **World Mitochondrial Disease Week (September 14-20, 2026)**.

We invite you to support this important cause by either **officially proclaiming September as Mitochondrial Disease Awareness Month or September 14-20, 2026 as World Mitochondrial Disease Week** in your community.

In recognition of your support, MitoCanada will feature your proclamation on our website, and where possible, arrange for a MitoCanada representative to attend and receive the proclamation in person.

Let's unite for this powerful initiative that raises awareness for mitochondrial disease, and make this our most impactful year yet! *Please see the official wording on the following page. Thank you for your consideration and support!*

Sincerely,

Fatima Ali  
Event Coordinator, MitoCanada Foundation  
[www.MitoCanada.org](http://www.MitoCanada.org)  
<https://mitochondrialdiseaseweek.org/>  
Charity Registration #- 81258 6667 RR0001

*About MitoCanada | Without energy, we cannot survive. It is as simple and complex as that. Every moment of every day, trillions of mitochondria generate the energy we need to survive. For those who are missing, or do not have enough healthy mitochondria, the impact can be devastating with symptoms that vary from mild to life-threatening.*

*MitoCanada is Canada's only registered health foundation dedicated to transforming the lives of those living with mitochondrial disease. Our mission is to energize and support patients, families, and healthcare providers across the country through education, support, awareness and transformational research, aiming to be a trusted and reliable source of information and care.*

30052-478 Dundas Street West, Oakville ON, L6H 7L8 | [www.mitocanada.org](http://www.mitocanada.org)

## **Proclamation MitoCanada: Mitochondrial Disease Awareness Month 2026**

### **Whereas:**

The human body is fuelled by trillions of microscopic powerhouses called mitochondria. Present in almost every cell in our bodies, these tiny but mighty, energy-producing structures generate the energy we need to survive. When there is dysfunction with these important structures in one or more parts of our bodies, we see Mitochondrial Diseases appear.

### **Whereas:**

There are hundreds of mitochondrial diseases, and because mito is very hard to diagnose, many people don't realize that they have these diseases. There is a strong need for more mitochondrial disease research to support those living with and caring for a loved one with mito, and for clinicians to be able to diagnose and treat Canadians living with mito.

### **Whereas:**

September is Mitochondrial Disease Awareness Month (MDAM). This milestone reflects the incredible commitment of the mitoCommunity, who have spent years raising awareness, sharing their stories and building momentum across Canada. The initiative helps to raise awareness for mitochondrial diseases in Canada, and across the globe, which can be crucial for the development of treatments, research on the disease, and providing support to those living with Mito.

## **Proclamation MitoCanada: World Mitochondrial Disease Week 2026**

### **Whereas:**

The human body is fuelled by trillions of microscopic powerhouses called mitochondria. Present in almost every cell in our bodies, these tiny but mighty, energy-producing structures generate the energy we need to survive. When there is dysfunction with these important structures in one or more parts of our bodies, we see Mitochondrial Diseases appear.

### **Whereas:**

There are hundreds of mitochondrial diseases, and because mito is very hard to diagnose, many people don't realize that they have these diseases. There is a strong need for more mitochondrial disease research to support those living with and caring for a loved one with mito, and for clinicians to be able to diagnose and treat Canadians living with mito.

### **Whereas:**

World Mitochondrial Disease Week this year is from September 14th - 20th. The goal of this week is to raise awareness for mitochondrial health and diseases on a global scale. The initiative helps to raise awareness for mitochondrial diseases in Canada, and across the globe, which can be crucial for the development of treatments, research on the disease, and providing support to those living with Mito.



**Municipal Affairs  
Office of the Minister**

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

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June 9, 2026

Mayors and Wardens  
Via Email

Dear Mayors and Wardens:

Under Section 519 (1) of the *Municipal Government Act* (Requirement to notify Union)  
*The Minister shall notify the Union of Nova Scotia Municipalities (NSFM) at least one year prior to the effective date of any legislation, regulation or administrative action undertaken by or on behalf of the Government of the Province that would have the effect of decreasing the revenue received by municipalities in Nova Scotia or increasing the required expenditures of municipalities in Nova Scotia.*

*(2) Subsection (1) does not apply with respect to any legislation, regulation or administrative action applying to the Province generally and not mainly to municipalities.*

This letter is intended to provide notice of such changes for fiscal year 2027-2028 and beyond.

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

### **Department of Emergency Management**

- 1) The Department acknowledges that elements of ongoing work to strengthen fire services in Nova Scotia may have a financial impact on some municipal units.

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 in order 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.

The possible impacts of these new requirements, which will be further detailed through regulations and standards, may vary significantly based on local context, including existing governance and collaboration models, levels of municipal readiness, and voluntary fire service provider capacity.

This legislation is part of an ongoing commitment to strengthening 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,
- the new Fire Records Management System, and
- a risk-based assessment tool to facilitate council decision-making around fire protection service levels.

### **Department of Justice**

- 1) The Nova Scotia Comprehensive Policing Review was released in June 2025. Since that time, the Department of Justice has met with all municipalities to discuss implementation of the six foundational changes and the expanded role of the provincial police service. These foundational changes are designed to strengthen public safety across the province and support more effective, consistent, and sustainable outcomes. As part of implementation:
  - Municipalities are required to meet established provincial policing standards. Municipalities that are unable to meet these standards independently will be required to contract with the provincial police service for the delivery of those services and, effective April 1, 2027, will be required to purchase those services on a fee basis. While these changes are intended to enhance public safety and ensure greater consistency across jurisdictions, they may result in increased costs for some municipalities. At this time, the specific nature and extent of any financial impacts cannot be determined for any individual municipality.
  - The Province will continue to enhance and modernize its policing standards over time. The creation or expansion of standards may result in additional costs for municipalities.
  - The Province will procure a province-wide records management system (RMS) in fiscal year 2026–27. The Province will fund the acquisition and associated start-up costs. It is anticipated that beginning in 2027–28, as part of implementation, municipalities with their own police agencies will be required to contribute annual licensing fees associated with the RMS. For municipalities policed by the RCMP under the provincial policing model, RMS-related costs will be incorporated into the provincial billing model.
  - The Province will continue to work toward the development of a new municipal billing model for provincial police services during fiscal year 2026–27. Municipalities will continue to be engaged throughout this process. The specific structure of the model and the extent of any financial impacts cannot be determined at this time for any individual municipality; however, changes to the billing model could result in increased costs for some municipalities beginning in 2027–28.

- 2) The National Police Federation is the certified union representing regular members and reservists of the Royal Canadian Mounted Police (RCMP) below the rank of Inspector. The current Collective Agreement expired on March 31, 2025, and labour negotiations between the National Police Federation and Treasury Board Secretariate Canada are ongoing. The cost implications cannot be determined at this time.
- 3) The 'H' Division (Nova Scotia) Royal Canadian Mounted Police (RCMP) have provided the Department of Justice with the annual Multi-Year Financial Plan (MYFP), that reflects the organization's budget requests for the next fiscal year, and strategic planning for subsequent years. The cost implications cannot be determined at this time.

### **Department of Public Works**

- 1) The recoverable cost to municipalities for adjustments to catch basins, manholes, and water valves during construction work will increase June 1, 2027. Manhole and catch basin adjustments will increase from \$600 to \$1200, and water valve adjustments will increase from \$300 to \$600.

### **Department of Service Nova Scotia**

- 1) Nova Scotia's new FOIPOP Act will come into effect on April 1, 2027, and regulations are currently under development to support the new Act. The legislation requires municipalities to adopt new privacy policies and practices, requires mandatory reporting of significant privacy breaches to affected individuals and the Information and Privacy Commissioner, and gives the Information and Privacy Commissioner oversight over municipal privacy programs for the first time. It is anticipated that these changes will require municipal resources in the form of personnel to undertake privacy assessments for any new projects or programs where personal information is being collected, for mandatory privacy breach notifications when there are significant privacy breaches, and for responding to privacy complaints filed with the Office of the Information and Privacy Commissioner (OIPC). The Province will support municipalities through creation of templates, training materials, and education campaigns to help mitigate some of these impacts.

Yours truly,



Honourable John A. MacDonald  
Minister of Municipal Affairs

c: CAOs  
David Mitchell, President, NSFM  
Juanita Spencer, Chief Executive Officer, NSFM



**Emergency Management  
Office of the Minister**

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

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June 9, 2026

Lois Landry, Warden  
Municipality of the County of Richmond  
Via email: [lois.landry@richmondcounty.ca](mailto:lois.landry@richmondcounty.ca)

Dear Warden Landry,

Thank you for your email dated May 19, 2026, extending an invitation to attend a Richmond County Fire Services Protection Committee meeting. Richmond County's diligent work over the years to strengthen fire service delivery has not gone unnoticed.

Contact Tanya Fraser, Senior Executive Administrative Coordinator at [tanya.fraser@novascotia.ca](mailto:tanya.fraser@novascotia.ca) for my team to find a time in late summer that works well for all parties for a meeting.

Supporting Nova Scotia's rural, volunteer fire departments is a key priority for the Department. I value contributions like those of Richmond County's Fire Protection Service Committee that help advance this priority.

I would encourage Council and the Committee to check the Department's [website](#) for updates and information about our progress towards strengthening fire safety and services. Please reach out to [firemodernization@novascotia.ca](mailto:firemodernization@novascotia.ca) if you have any further questions or information to share with the Department.

Sincerely,

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

Honourable Kim Masland  
Minister of the Department of Emergency Management



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



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

**WARDEN**

June 17, 2026

Richard Boudreau, President  
Petit de Grat Red Caps

Dear Mr. Boudreau,

On behalf of Richmond County Council, I am pleased to offer our full support for the Petit de Grat Red Caps' application to host the 18U AA Atlantic Baseball Championship.

Baseball has deep roots in Richmond County and nowhere is that tradition more evident than in Petit-de-Grat. For generations, the Red Caps organization has been a source of pride for Isle Madame and the wider region, fostering athletic excellence, community spirit, and a strong connection to one of our area's most cherished sporting traditions.

The Red Caps have a long history of successfully hosting tournaments and welcoming teams, families, and visitors from across Nova Scotia and beyond. These events consistently showcase the hospitality for which our communities are known. Visitors regularly comment on the quality of the facilities, the dedication of volunteers, and the exceptional condition of the baseball field and grounds. Many consider the Petit de Grat ballfield to be among the finest baseball facilities in Nova Scotia.

Richmond County and Isle Madame are exceptionally well positioned to host an event of this scale. Participating teams and their families would benefit from access to quality accommodations, restaurants, recreational opportunities, and other services located throughout the region. The combination of outstanding baseball facilities, experienced volunteers, and the amenities necessary to support athletes and visitors alike would help ensure a first-class championship experience for everyone involved.

Hosting the 18U AA Atlantic Championship would also provide an opportunity for participants and visitors to experience the culture, heritage, and natural beauty of Isle Madame and Richmond County. We are confident that teams, families, officials, and spectators would leave with lasting memories of both the tournament and the community that hosted it.

Richmond County Council is proud to support the Petit de Grat Red Caps in this bid and is confident the organization would deliver an outstanding championship experience for participating teams, families, officials, and spectators.

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

## MEMORANDUM

**To:** Municipal Council  
**From:** Troy MacCulloch, Chief Administrative Officer  
**Date:** June 17, 2026  
**Subject:** Firearms Safety Course – Cost and Scheduling Update

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### **Purpose**

To provide Council with a cost and scheduling update for hosting a Firearms Safety Course locally, and to seek approval to allocate the associated costs from the Strategic Initiative Fund.

### **Background**

On December 16, 2025, Council accepted the recommendation of the Committee of the Whole and directed staff to explore costs associated with hosting the Firearms Safety Course locally for consideration during budget deliberations.

### **Current Status**

Staff have identified the Louisdale Lions Club Hall as a suitable facility for the course. A weekend in September will be confirmed and the date circulated once arrangements are finalized.

### **Financial Implications**

The Municipality would be responsible for facility rental, as well as instructor travel and accommodations. The estimated total cost is \$1,500 to \$2,000, depending on instructor travel requirements.

### **Recommendation**

Staff recommend that funding for the Firearms Safety Course be allocated from the Strategic Initiative Fund.



# Action List 2022-2026

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Status
511	<b>Planning new areas to have two-lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning/</b> 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/unserved 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
522	<b>Receipt of donations policy development/</b> 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
537	<b>Pondville Beach Update/</b> 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
647	<b>Fire protection rates for the St. Peter's – Samsonville and Area Water Utility/</b> 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
676	<b>Navigate Energy Net Zero Community Buildings Project/</b> 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
679	<b>Eastern District Planning Commission (EDPC) process and timelines for handling dangerous and unsightly complaints/</b> 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

703	<b>D'Escousse Civic Improvement Society grant request for the Tier 1 – Community Grant funding for \$500/</b> 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
704	<b>Grand River Volunteer Fire Department grant request for the Tier 2 – Community Grant funding for \$7,500/</b> 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
705	<b>St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier – 2 Community Grant funding for \$7,500/</b> 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. <b>2nd Motion:</b> 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
706	<b>Request for the Municipality to raise the Epilepsy Awareness flag/</b> 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
707	<b>Flag Policy/</b> 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
708	<b>Servicing for multiple dwelling units on a single lot/</b> 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
709	<b>Capital Cost of Sewer Construction By-law No. 29/</b> 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
710	<b>New draft Dry Hydrant Policy/</b> 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
711	<b>Draft Request for Proposal (RFP) to retain a consultant to conduct an audit across all departments in Richmond County/</b> 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	Complete

712	<b>Write-off of taxes for property destroyed by fire/</b> 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
713	<b>Rocky Bay Irish Club grant request for the Tier 2 – Community Grant funding for \$7,500/</b> that Council approve the Rocky Bay Irish Club grant request for the Tier 2-Community Grant funding in the amount of \$7,500, 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
714	<b>Province’s new Regional Emergency Management Organization (REMO) standards/</b> 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
715	<b>Cost Shared Paving Program/</b> that Council proceed with the Cost-Shared Program for the paving of Forgeron Road.	04-07-2026	CAO	Complete
716	<b>Richmond County Truckers Association for the transportation of municipal solid waste and recycling/</b> 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	Complete
717	<b>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/</b> 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
718	<b>Richmond Rize Volleyball Association sponsorship request for \$1,000/</b> 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
719	<b>Eastern District Planning Commission staff appointments/</b> 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
720	<b>Amendments to the MOCR Marketing Levy By-law for short-term rental platforms/</b> 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
721	<b>Lyme Disease Awareness Month/</b> that Council accept the recommendation of the Committee of the Whole and proclaim May as Lyme Disease Awareness Month.	04-28-2026	Council	Complete

722	<b>MOCR Credit Card Policy/</b> 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	Complete
723	<b>Business days versus calendar days/</b> 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
724	<b>Solid waste management facility tipping fees/</b> 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
725	<b>Louisdale and District Volunteer Fire Department Boundary/</b> 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	Complete
726	<b>Grants Policy/</b> 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
727	<b>Dry Fire Hydrant Policy/</b> 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
728	<b>Road Name Change Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and repeal the Road Name Change Policy.	04-28-2026	Municipal Clerk	Complete
729	<b>Development of a new Road Name Change Policy/</b> 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	Complete
730	<b>Strait Area Chiefs, Mayors, and Wardens Committee meeting update,</b> 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 <b>(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.</b>	04-28-2026	Council	Complete
731	<b>Canada Day Grants/</b> that Council approve the funding allocation for Canada Day Grant funding in the amount of \$15,000	05-14-2026	Council	Complete

732	<b>Student Bursaries</b> /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
733	<b>Council Travel reporting presented in budget</b> /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
734	<b>Cost related to Streetlights</b> / that Council investigate the cost related to streetlights.	05-14-2026	Director of Public Works	In Progress
735	<b>Letters regarding funding contributions</b> / 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	Complete
736	<b>Recommendation from In Camera Session - Legal</b> / 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
737	<b>IDEA Committee Appointment</b> / Recommendation from In Camera Session/ that Council appoint Margaret Gracie to the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee.	05-26-2026	Council	Complete
738	<b>VON proclamation request</b> / that Council accept the recommendation of the Committee of the Whole and proclaim May 17-23, 2026, as VON Week in Richmond County.	05-26-2026	Council	Complete
739	<b>Correspondence from Jim Cavanagh, Fire Chief, Port Hastings VFD/ Motion #1:</b> 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. <b>Motion #2:</b> 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.	05-26-2026	Warden	Complete
740	<b>Flag Policy</b> / that Council accept the recommendation of the By-law/Policy Committee and adopt the Flag Policy as presented.	05-26-2026	Municipal Clerk	Complete
741	<b>Credit Card Policy</b> / 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”.	05-26-2026	Municipal Clerk	Complete

742	<b>Public awareness posters provided by the Province of Nova Scotia</b> /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.	05-26-2026	Warden	<b>Complete</b>
743	<b>Destination Cape Breton, Re: Port Hastings Visitor Information Centre – Proposal for a collaborative operating model</b> / that Council refer the discussion of the \$5000 request from Destination Cape Breton for the proposed Port Hastings Visitor Information Centre collaborative operating model to Thursday, May 28th Special Meeting.	05-26-2026	Council	<b>Complete</b>
744	<b>World Elder Abuse Awareness Day proclamation request</b> /that Council approve the proclamation request from the Seniors Take Action Coalition and proclaim June 15, 2026, as World Elder Abuse Awareness Day.	05-26-2026	Municipal Clerk	<b>Complete</b>
745	<b>Capital Investment Plan</b> /that Council approve the 5-year Capital Investment Plan for the Municipality of the County of Richmond for the fiscal year ending March 31, 2027.	05-28-2026	Council	<b>Complete</b>
746	<b>Area Rates</b> /that Council accept the recommendation of the Director of Finance and that the following area rates be approved: St. Peter's Fire Department           0.11 West Bay Road Fire Dept.           0.15 – to July 6, 2026 L'Ardoise Fire Dept.                   0.16 Grand River Fire Dept.               0.15 Loch Lomond Fire Dept.               0.15 Louisdale Fire Dept.                   0.10 Framboise-Fourchu Fire Dept.       0.15 Isle Madame Fire Dept.               0.11 District Ten Fire Dept.                0.13 Point Tupper Fire                      0.05 Former District #2 Community Rate  0.04 Former District #4 Community Rate  0.01 St. Peter's Village Commission – collect whatever rate they establish, conditional on them providing their rate to the Municipality by July 31 2026	05-28-2026	Council	<b>Complete</b>
747	<b>Final Budget for the year ending March 31, 2027</b> / that Municipal Council give approval to the municipal estimates of revenues and expenditures for the year ending March 31, 2027, in the amount of \$19,020,485;	05-28-2026	Council	<b>Complete</b>

748	<p><b>Canada Day Funding Applications/</b> that Council approve the Canada Day Funding applications as follows:</p> <table border="0"> <tr> <td>D'Escousse Civic Improvement Society</td> <td>\$3,000.00</td> </tr> <tr> <td>Isle Madame New Horizons Senior Citizens Club</td> <td>\$1,000.00</td> </tr> <tr> <td>St. Louis Parish, Louisdale</td> <td>\$2,650.00</td> </tr> <tr> <td>Riverdale Community Services Society</td> <td>\$1,957.48</td> </tr> <tr> <td>St. Peter's and Area Lion's Club</td> <td>\$3,000.00</td> </tr> <tr> <td>L'Ardoise Men's Club</td> <td>\$1,867.00</td> </tr> <tr> <td>Loch Lomond Heritage Association</td> <td>\$1,000.00</td> </tr> <tr> <td>District Number Ten Volunteer Fire Department</td> <td>\$ 500.00</td> </tr> </table>	D'Escousse Civic Improvement Society	\$3,000.00	Isle Madame New Horizons Senior Citizens Club	\$1,000.00	St. Louis Parish, Louisdale	\$2,650.00	Riverdale Community Services Society	\$1,957.48	St. Peter's and Area Lion's Club	\$3,000.00	L'Ardoise Men's Club	\$1,867.00	Loch Lomond Heritage Association	\$1,000.00	District Number Ten Volunteer Fire Department	\$ 500.00	05-28-2026	Director of Finance	Complete
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District Number Ten Volunteer Fire Department	\$ 500.00																			
749	<p><b>St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier 2 - Community Grant Fund for \$7,500/</b> that Council approve the St. Peter's Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier 2 – Community Grant Fund in the amount of \$7,500 to be allocated as follows: \$500 from the District 4 Fund and \$7,000 from the Regional Fund, contingent on receiving Provincial funding by September 30, 2026.</p>	05-28-2026	Director of Finance	In Progress																
750	<p><b>Grand River Volunteer Fire Department grant request for the Tier 2 - Community Grant Funds for \$7,500/</b> that Council approve the Grand River Volunteer Fire Department, grant request for the Tier 2 – Community Grant Fund in the amount of \$7,500 to be allocated as follows: \$1,500 from the District 5 Fund and \$6,000 from the Regional Fund.</p>	05-28-2026	Director of Finance	Complete																
751	<p><b>Isle Madame New Horizons Senior Citizens Club, on behalf of the Persons with Impaired Vision Group, grant request for the Tier 1 - Community Grant Funds for \$1,000/</b> that Council approve the Isle Madame New Horizons Senior Citizens Club, on behalf of the Persons with Impaired Vision Group, grant request for the Tier 1 – Community Grant Fund in the amount of \$1,000 to be allocated as follows: \$500 from the District 1 Fund, \$500 from the District 2 Fund.</p>	05-28-2026	Director of Finance	Complete																
752	<p><b>Bras d'Or Lake Biosphere Region Association grant request for the Tier 2 - Community Grant Funds for \$6,250/</b> that Council approve the Bras d'Or Lake Biosphere Region Association grant request for the Tier 2 – Community Grant Fund in the amount of \$6,250 to be allocated as follows: \$500 from the District 4 Fund and \$5,750 from the Regional Fund.</p>	05-28-2026	Director of Finance	Complete																
753	<p><b>Holy Guardian Angels Parish, on behalf of the L'Ardoise Acadian Festival, grant request for the Tier 1 Community Funds for \$1,000 /</b> that Council approve the Holy Guardian Angels Parish, on behalf of the L'Ardoise Acadian Festival, grant request for the Tier 1 – Community Grant Fund in the amount of \$1,000 to be allocated as follows: \$500 from the District 5 Fund and \$500 from the Regional Fund.</p>	05-28-2026	Director of Finance	Complete																
754	<p><b>Cape Breton Partnership Investor Summit /</b> that Council approve the Cape Breton Partnership Investor Summit Nutrition Break sponsorship of \$1,250, to be allocated from the Sponsorship Fund.</p>	05-28-2026	Director of Finance	Complete																

755	<b>Destination Cape Breton Association – Port Hastings Visitor Information Centre (VIC) – Proposal for a Collaborative Operating Model</b> / that Council approve funding of \$5,000 for the Destination Cape Breton Association's Port Hastings VIC Collaborative Operating Model proposal, to be allocated from the Strategic Priorities Fund.	05-28-2026	Director of Finance	<b>Complete</b>
756	<b>Superport Board Alternate Nomination</b> / that Council direct staff to advertise for an alternate member for the Strait Superport Board.	05-28-2026	Municipal Clerk	<b>In Progress</b>
757	<b>Committees Policy</b> / that Council refer the Committees Policy to the By-law/Policy for review.	05-28-2026	Municipal Clerk	<b>Complete</b>