



## **Committee of the Whole Meeting**

February 10, 2026

Items 1-2 – Richmond Room, 5:45 p.m.

Item 3 – Council Chambers, By-Law/Policy Committee Meeting, 6:00 p.m.

Items 4-18 – Council Chambers, 7:00 p.m.

### **AGENDA**

- 1. Call to Order**
- 2. In Camera Session - Legal**
- 3. Recess**
- 4. Opening Acknowledgement**
- 5. Recommendations from In Camera (if applicable)**
- 6. Items Added/Approval of Agenda**
- 7. Review of Minutes**
  - a) January 13, 2026
- 8. Presentation**
  - a) Molly Foster, Community Navigator, Clean Foundation, and Martin Thomsen, Manager of Energy Sector Development, Municipality of the County of Richmond and Town of Port Hawkesbury, Re: Community Climate Capacity Program
  - b) Laura MacLean, Assistant Director, and Steve Howley, Assistant Directors, and Ann Smith-Macquarrie, Assessor, Property Valuation Services Corporation (PVSC), Re: MOCR PVSC 2026 Assessment Roll
- 9. New Business, Re:**
  - a) Three-Year Cost-Share Agreement for Subdivision Streets from the Minister of Transportation and Infrastructure Renewal
- 10. Warden, Re:**
  - a) Review of the Warden's Council Report for January 2026
- 11. CAO, Re:**
  - a) Administration Operations Report
- 12. Community Acknowledgements**



**13. Correspondence**

- a) Action Required
  - i. Email from Jennifer Enright, Volunteer, Canadian Amyloidosis Support Network, Re: Amyloidosis Awareness Month proclamation request
- b) For Information Only
  - i. Letter from the Honourable Julie Dabrusin, Minister of the Environment, Climate Change and Nature, Re: Boat launch ramp, St. Peter's Canal (ocean side)
  - ii. MOCR letter to Mayor Sean Cameron, Town of Antigonish, Re: Support for the need for a secondary, permanent access route to the Saint Martha's Regional Hospital
  - iii. Letter from Nicholas MacInnis, Warden, Municipality of the County of Antigonish, Re: Letter to the Honorable Tim Houston regarding the Nova Scotia Power Rate Application for 2026/2027
  - iv. Cape Breton Regional Enterprise Network – Richmond County & Town of Port Hawkesbury, Information and Activity Report Q3 – 2025/26
  - v. MOCR letter to the Honourable John A. MacDonald, Minister of Municipal Affairs, Re: Request for amendments to the Municipal Government Act that would enable municipalities to offer property tax rebates and other tax-based incentives to developers pursuing affordable housing projects.

**14. Review of Cheques Issued**

- a) January 2026

**15. Review of Action Items**

**16. Items Added to the Agenda**

**17. 15-Minute Question Period - (902) 226-9885**

(Not Restricted to Items on the Agenda)

**18. Adjournment**



### **Question Period Details**

Phone in number – (902) 226-9885

Any member of the public may ask a question on any item. A maximum of fifteen (15) minutes is set aside for Question Period. Anyone wishing to ask a question, either in person or by phone, must identify who they are before 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

\* Meeting will be live-streamed via the [MOCR YouTube Channel](#)



## Committee of the Whole Meeting

January 13, 2026

Location: 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), Kathleen Jeffrey, Director of Finance, Shelley David, Municipal Clerk

1. Call to Order

Warden Lois Landry called the meeting to order at 7:00 p.m.

2. Opening Acknowledgement

The Warden read the following opening acknowledgment:

We are proud to acknowledge that 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.

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

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the agenda be approved.

Motion carried.

4. Review of Minutes – December 2, 2025

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that the minutes of the December 2, 2025, Committee of the Whole meeting be adopted as corrected.

Motion carried.

5. Presentation

- a) Andy Thompson, Community Developer, Aging Well Nova Scotia, Liam Cook, Retrofit Navigator, Navigate Energy, Re: Net Zero Community Buildings  
Andy Thompson and Liam Cook presented the Empowering Rural Communities presentation.



Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that the Committee of the Whole recommend to Council to 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.

Motion carried.

6. Warden, Re:
  - a) Review of Warden's Council Report – December 2025  
For information only.
7. CAO, Re:
  - a) Administration Operations Report  
For information only.
8. Community Acknowledgements  
For information only.
9. Correspondence
  - a) Action Required
    - i. n/a
  - b) For Information Only
    - i. MOCR letter to the Honourable Fred Tilley, Minister of the Department of Public Works, Re: Letter of support regarding the Town of Mulgrave's request to include Route 344 in current provincial paving plans
    - ii. MOCR letter to the Honourable Julie Dabrusin, Minister of the Environment, Climate Change, and Nature, Re: Request for Ministerial Assistance – Emergency Boat Launch Ramp, St. Peter's Canal (Ocean Side)
    - iii. Letter from the Honorable John. A MacDonald, Minister of the Department of Municipal Affairs, Re: Code of Conduct for Municipal Elected Officials Regulations (Code of Conduct)
    - iv. Letter from Nicholas MacInnis, Warden, Municipality of the County of Antigonish, Re: Letter to the Honourable Tim Houston regarding the declining cell service in Antigonish County



Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the Committee of the Whole recommend to Council to authorize the Warden and the CAO to reach out to neighbouring towns and municipalities to discuss the issue of declining and deteriorating cell service.  
Motion carried.

10. Unfinished Business, Re:

a) By-law No. 56 – Tax Exemption By-law (Action Item 575)

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to authorize the Warden to write a letter to the Minister of Municipal Affairs, requesting adjustments to the Municipal Government Act to enable municipalities to provide tax rebates and incentives to residential affordable housing developers, and further to request that this become an advocacy item for Nova Scotia Federation of Municipalities and to copy our regional partners on the correspondence

Motion carried.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to direct staff to send a letter to current exempt organizations encouraging them to consider appealing their assessed values, if appropriate.

Motion carried.

11. Review of Cheques Issued Re:

- a) November 2025
- b) December 2025

12. Review of Action Items

- a) Action Items

For information only.

13. Items Added to the Agenda

n/a

14. 15 Minute Question Period - (902) 226-9885

There were no questions.



15. Adjournment

There being no further business, the Chair adjourned the meeting at 8:19 p.m.

---

Chairperson

---

Municipal Clerk

DRAFT

# Community Climate Capacity Program

Molly Foster, Community Navigator – Clean Foundation

Martin Thomsen, Manager of Energy Sector Development – ToPH and MOCR



# About Clean Foundation

- Dedicated to helping individuals and communities prepare for climate impacts.
- Delivers a broad range of practical climate resilience programs.

# Community Climate Capacity (CCC)

Empowers participating Nova Scotian communities to take on local climate challenges.

**28** Participating communities

**'28** Program runs until March 31, 2028



# Participating Communities

The map displays the following participating communities and regions in Nova Scotia:

- We'koqma'q
- Cape Breton
- Pictou County Partnership
- Cumberland
- Town of Pictou
- Town of Antigonish
- Richmond
- Town of Port Hawkesbury
- Colchester
- Town of New Glasgow
- Town of Pictou
- Town of Truro
- St. Mary's
- East Hants
- West Hants
- Town of Kentville
- Town of Middleton
- Town of Annapolis Royal
- Weymouth Falls Community Land Trust
- Annapolis
- Lunenburg
- Town of Mahone Bay
- Town of Lunenburg
- Queens
- Shelburne
- Town of Shelburne
- Lockeport
- Barrington

# CCC Program Work



Funding applications



Climate planning



Project planning



Policy development



Implementation



Natural asset  
management



Research



Data acquisition



Leveraging networks



Training and  
capacity building

# Program Structure

A team of collaborators and specialists, working together to empower staff and residents within our communities to further their objectives.



## Climate Lead or Community Navigator

Provides direct and tailored support to assigned community.

## Staff of Specialists

Provides expertise and support in key areas: project management policy, planning, mitigation, adaptation, funding and engagement.



## Program Manager

Supports the direction of the program and liaises with program partners.



# Program Review

Since Spring of 2024, we have enrolled in mitigation and adaptation-based programs, hosted a wide range of community engagement events and applied to multiple funding streams.

**25**

## Program Participations

25 separate involvements across six climate programs.

**380**

## Community Engagements

across the province.

**36**

## Successful Funding Applications

\$13.2 million awarded to communities.



# Community Highlights



**Cape Breton Regional Municipality**  
NSCC Electric Vehicle Safe Service and Maintenance Course

"A highlight has been the added capacity, the very goal of the program for rural communities, and it has certainly delivered. I was able to manage multiple impactful projects in parallel thanks to the CCC program's support and expertise."

**- Community Survey**



**Town of Pictou**  
Jitney Trail Erosion Control

# Richmond County Objectives

# Objectives – Leading Role



## Climate Plan & Framework

- Update 2013 Municipal Climate Change Action Plan
- Connect the dots
- Desk research
- Stakeholder engagement



## Community Energy and Emissions Plan (CEEP)

- Lead implementation efforts
- Project development
- Data gathering
- Fundraising
- Feed into new Climate Plan & Framework



## Extreme Storm Event Flood Hazard Mapping for Point Tupper

- Lead implementation efforts
- Stakeholder engagement with industrial users and Provincial Government
- Identify needed mitigation and adaptation measures
- Feed into new Climate Plan & Framework

# Objectives – Supporting Role



## Climate Ready Plan Process

- Support MOCR Emergency Services Coordinator
- Data gathering
- Feed into new Climate Plan and Framework



## Flood and Inundation Project

- Support EDPG
- Feed into new Climate Plan and Framework



## SoC Clean Fuels Domestic Use Strategy

- Support MOCR/ToPH Manager of Energy Sector Development
- Project development
- Fundraising
- Feed into new Climate Plan and Framework

# Objectives – “Ad Hoc”

## **Can provide support or lead on climate action-related activity as and when required**

- Identification of funding opportunities
- Fundraising
- Project ideas
- Etc.

## **'Early Wins':**

### **Climate Ready Infrastructure Service (CRIS) Application**

- Updated scope of work and estimated costs for repairs to Unity Drive
- \$20K
- Consultancy services

### **Coastal Planning Support Program (NSFM)**

- Supported EDPC with added capacity
- Developed scope of work
- Filled out application form

# Thank you



# PVSC 2026 ASSESSMENT ROLL

MUNICIPALITY OF THE COUNTY OF RICHMOND

February 10, 2026

# ABOUT PVSC



Created under the *Property Valuation Service Corporation Act* and responsible for assessing all property in Nova Scotia as per the *Nova Scotia Assessment Act*.



Delivers an Assessment Roll to all 49 municipalities and over 650,000 Assessment Notices to property owners in Nova Scotia each year.



Municipally funded, not-for-profit. Governed by a Board of Directors.



Approximately 135 employees working in 60 communities across Nova Scotia.

# WHAT WE DO & DON'T DO

## PVSC does:

- Deliver an Assessment Roll to all 49 NS municipalities.
- Deliver ~650,000 Assessment Notices to NS property owners.
- Administer the Capped Assessment Program (CAP) and Seasonal Tourist Business Designation program on behalf of the provincial government.

## PVSC does **NOT**:

- Have the authority to:
  - Determine land ownership
  - Set tax rates
  - Collect taxes
  - Create tax policy
  - Provide tax relief

# MARKET VALUE

The *Nova Scotia Assessment Act* requires that we assess property at **market value**:

*“... the amount which in the opinion of the assessor would be paid if it **were sold on a date prescribed by the Director** in the open market by a willing seller to a willing buyer”*

**AND**

*“The assessment shown on the roll shall be the assessment that **reflects the state of the property as it existed on the first day of December** immediately preceding the filing of the roll”*

2026 Base Date:  
January 1, 2025

2026 State Date:  
December 1, 2025

# THREE APPROACHES TO DETERMINING VALUE

## Sales Comparison

Analyze sales of comparable properties to determine value and adjust for local market conditions.

## Income

Determine the income a property can earn (after expenses) and convert net operating income to market value.

## Cost

Calculate land value and current cost to replace buildings, then deduct for depreciation.

# SALES DATA

- PVSC receives property sale information from the Nova Scotia Land Registry.
- Sales are reviewed to determine if they meet the criteria of an arms-length sale between a willing buyer and willing seller (per section 42 of the *Act*).
  - Contact the seller and buyer
  - Review real estate listings to verify and update property data
- Sales that meet the criteria are used in our analysis.
- By analyzing how the market transacts in different areas we can determine homogeneous market areas.
  - Some market areas might be large such as in a rural area, while others might be a neighbourhood or a street in a city or town.
- In areas that have few or no sales, we expand analysis to include sales from similar areas nearby or use an industry best practice called time trending, which effectively measures the influence of time on sale prices and trends them to a specific point in time (the base date).

# THE CAPPED ASSESSMENT PROGRAM

- In 2005, the Provincial Government introduced the Capped Assessment Program, which places a 'cap' on the amount that the taxable assessment for eligible residential property can increase year over year.
- The CAP is based on the Nova Scotia Consumer Price Index (CPI) in October.

**2026  
CAP Rate  
= 2.6%**

2026 PROPERTY ASSESSMENT <i>Charlene MacNeil, Director of Assessment</i>				
Classification	Assessed Value	*Capped Assessment	Acres <small>(where applicable)</small>	Taxable Assessed Value
RESIDENTIAL TAXABLE	\$226,800 <small>Assessed "market" value reflects the market and state of property</small>	\$114,500 <small>Capped assessment reflects the NS CPI in October</small>		\$114,500 <small>Taxable assessed value is what is used to determine property taxes</small>
<b>2026 TOTAL</b>	<b>\$226,800</b>			<b>\$114,500</b>

## Historic CAP Rates

2025:	1.5%
2024:	3.2%
2023:	7.7%
2022:	5.4%
2021:	0.3%

# RICHMOND COUNTY: 2026 ASSESSMENT ROLL

	2026	2025	2024	2023	2022
<b>Total Assessment Roll</b>	<b>\$1,656,624,600</b>	\$1,590,315,900	\$1,466,664,100	\$1,243,590,100	\$1,144,210,500
<b>Total Residential</b>	<b>\$1,359,986,200</b>	\$1,296,034,200	\$1,164,238,400	\$955,230,500	\$865,256,300
<b>Adjusted Total Residential with CAP Applied</b>	<b>\$1,060,692,400</b>	\$1,003,299,700	\$946,294,400	\$856,006,500	\$785,418,600
<b>Total Commercial</b>	<b>\$296,638,400</b>	\$294,281,700	\$302,425,700	\$288,359,600	\$278,954,200

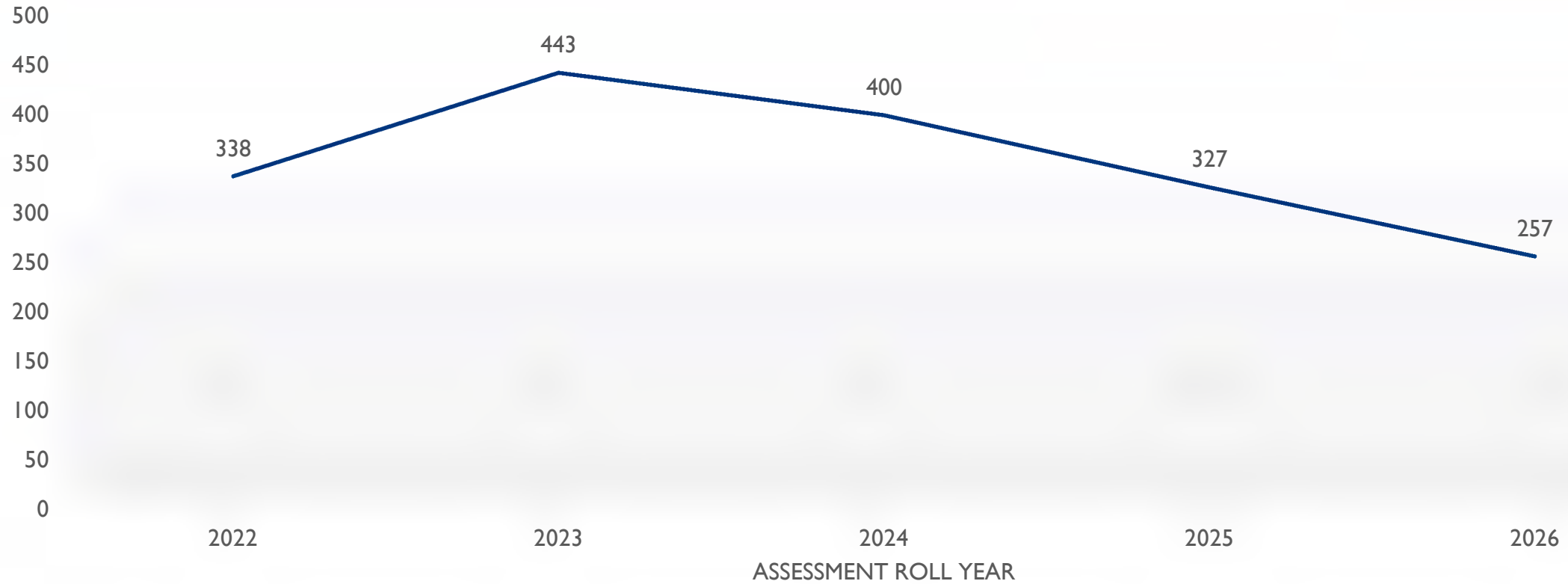
**Total taxable value for 2026:**

**\$1,152,302,300**

Note: figures include taxable and exempt classifications.

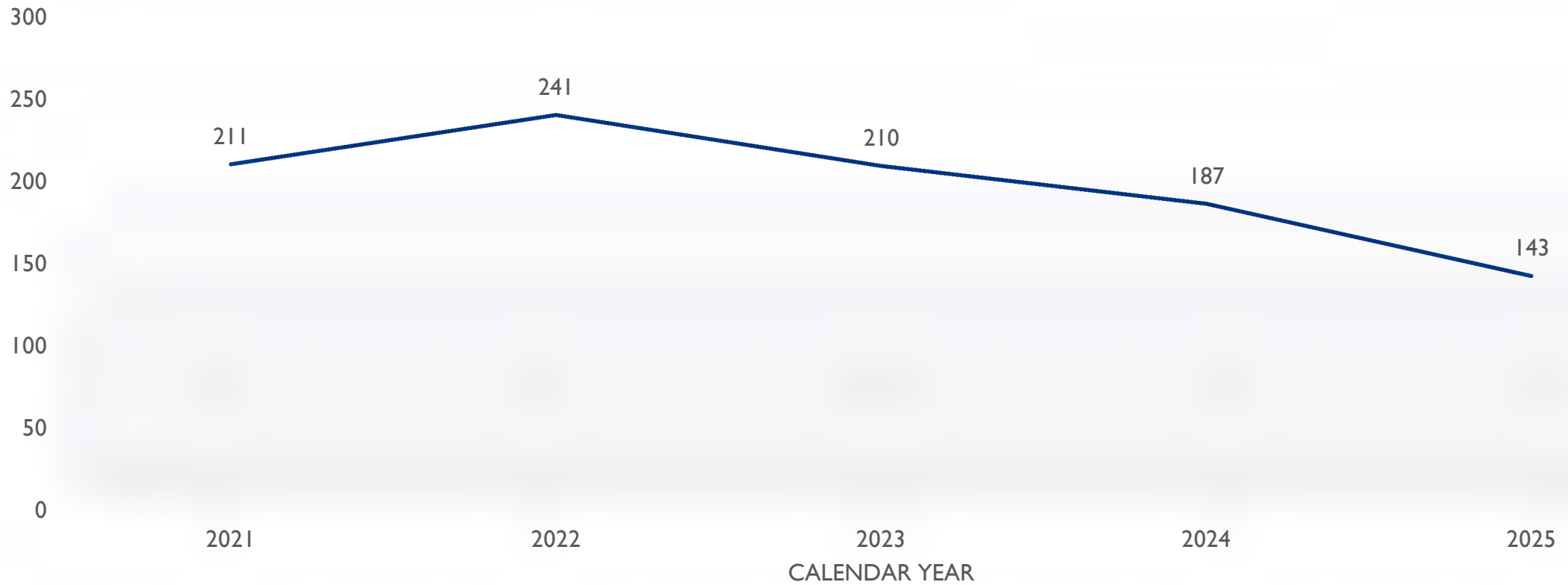
# RICHMOND COUNTY: QUALIFIED SALES

Number of Qualified Sales Used in Reassessment Analysis



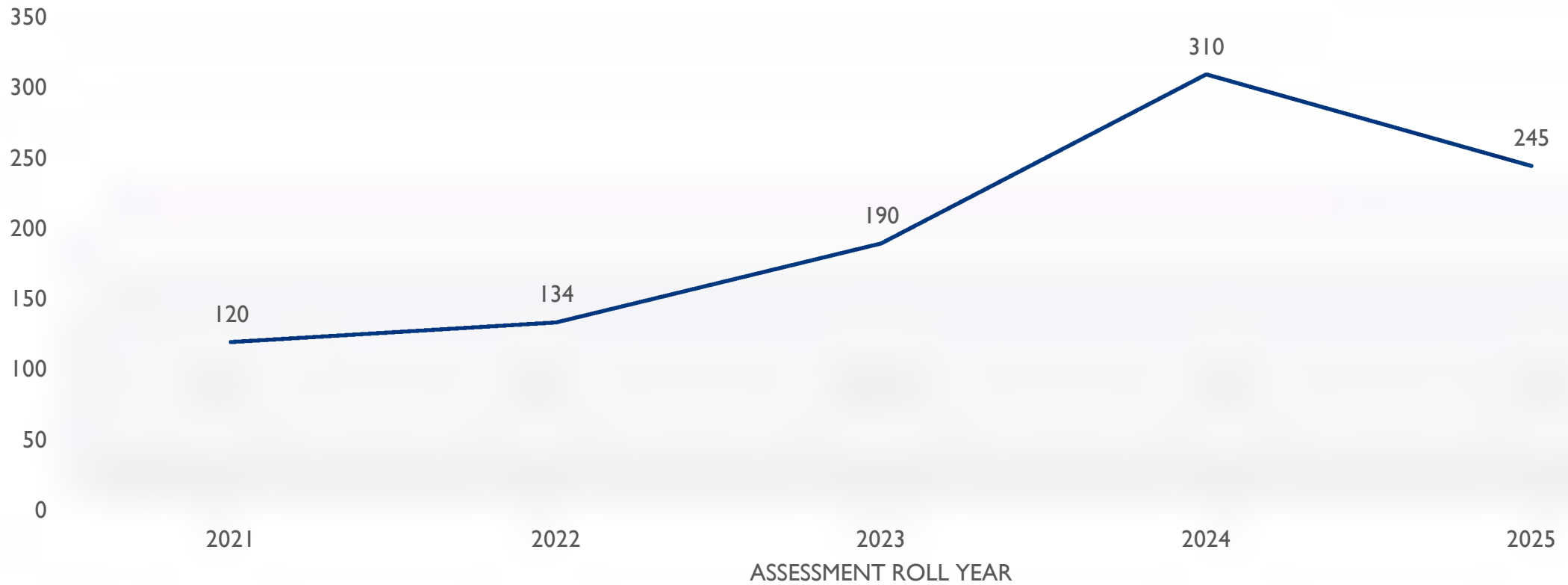
# RICHMOND COUNTY: PERMITS

Number of Permits Received



# RICHMOND COUNTY: APPEALS

Number of Appeals Received



# THE APPEAL PROCESS

- Each property owner receives a notice of assessment which indicates an assessed value for their property.

2026 PROPERTY ASSESSMENT <i>Charlene MacNeil, Director of Assessment</i>				
Classification	Assessed Value	*Capped Assessment	Acres (where applicable)	Taxable Assessed Value
RESIDENTIAL TAXABLE	\$226,800	\$114,500		\$114,500

- Should a property owner disagree with their assessed value, classification, or ownership they may file an appeal:
  - 2026 assessment appeals **must be received by February 12, 2026.**
  - Instructions on how to file an appeal are included on the assessment notice.
- There are three levels of appeal:
  - PVSC initial assessor review
  - Nova Scotia Assessment Appeal Tribunal (NSAAT)
  - Nova Scotia Regulatory and Appeals Board (NSRAB)

# CONTACT INFORMATION

- Many property owner questions and concerns can be addressed and resolved by **calling PVSC before appealing**.
- **Our knowledgeable and expert staff are ready to assist.**
- If you receive questions from constituents about property assessment, please direct them to **call or email our Contact Centre**.

During the 2025 appeal period, **PVSC responded to over 10,000 inquiries** by phone and email.

The **average wait time** before speaking with a PVSC staff person was **16 seconds**.



**1-800-380-7775**



**[inquiry@pvsc.ca](mailto:inquiry@pvsc.ca)**



**[pvsc.ca](http://pvsc.ca)**



THANK YOU



Department of Transportation  
& Infrastructure Renewal  
*Capital Programs*  
Highway Engineering and  
Construction

Johnston Building, 4<sup>th</sup> Floor  
1672 Granville Street  
PO Box 186  
Halifax, Nova Scotia  
B3J 2N2

Bus: 902-424-0897  
Fax: 902-424-0571  
E-mail:  
laura.cunningham@novascotia.ca

February 3, 2026

Mr. Troy MacCulloch  
Chief Administrative Officer  
Municipality of the County of Richmond  
2357 Highway 206  
PO Box 120  
Arichat, NS B0E 1A0

Dear Mr. MacCulloch:

**RE: THREE YEAR COST SHARE AGREEMENT FOR SUBDIVISION STREETS**

The current three-year agreement for the paving of subdivision streets expires March 31, 2027. Attached is an electronic copy of the new three-year agreement to be entered into with the Minister of Transportation and Infrastructure Renewal to continue this program.

The document will cover the terms of the agreement but will not list any specific subdivision roads that are to be paved. For each of the three years covered by the agreement, the Municipality will be asked to submit a prioritized list of roads for the next fiscal year. The Minister will return a letter advising of the approved roads for that fiscal year. Once the Municipality agrees to the approved list, it will become part of the agreement.

Please complete and affix Municipal Seal on the Resolution of Council authorizing the Warden and a designate to sign the agreements, then have the Warden and the designate sign the agreement, have witnessed, and affix the Municipal Seal. Please return all documents to me **on or before July 3, 2026**.

The Department requests that the Municipality return the attached agreement, whether or not you currently intend to submit subdivision roads for the program. Signing the outline agreement in no way commits the Municipality to the cost-sharing of the paving of any subdivision roads, unless an approved list is accepted in any fiscal year of the agreement. However, not having a signed agreement on file will prevent the Municipality from requesting any subdivision paving under this program for the next three fiscal years.

Yours truly,

Laura Cunningham  
Capital Program Administration Officer



## Public Works

### COST SHARING AGREEMENT NO. 2026-018

**THIS COST SHARING AGREEMENT ON THE PAVING OF SUBDIVISION (J-CLASS) STREETS** (this “Agreement”) is effective as of the \_\_\_ day of \_\_\_\_\_, 2026 (the “Effective Date”).

---

BETWEEN:

**HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF NOVA SCOTIA**, as represented by the Minister of Public Works (the “Province”)

-and-

**MUNICIPALITY OF THE COUNTY OF RICHMOND**, a municipal corporation incorporated pursuant to the *Municipal Government Act.*, S.N.S. 1998, c. 18 (the “Municipality”)

---

### Contents

1.	Definitions .....	3
2.	Term of Agreement .....	3
3.	Designation and Acceptance of Streets .....	3
4.	Payment of Construction Costs.....	4
5.	Additional Works .....	4
6.	Work May be Subcontracted.....	4
7.	Costs Over Estimate .....	4
8.	Cost Overruns.....	5
9.	Appropriation of Future Funds .....	5
10.	Permits and Approvals.....	5
11.	Indemnification by the Municipality .....	5
12.	Release from Liability.....	5

13.	Disclaimer of Consequential or Indirect Damages .....	5
14.	Construction Warranty .....	6
15.	Confidentiality .....	6
16.	Force Majeure.....	6
17.	Interpretation.....	6
18.	Governing Laws .....	7
19.	Entire Agreement.....	7
20.	Amendments.....	7
21.	Waiver.....	7
22.	Severability .....	7
23.	Further Assurances.....	7
24.	Counterparts; Electronic Execution.....	7
25.	Notices.....	7
	Signature Page .....	9

**BACKGROUND:**

1. Section 308 of the *Municipal Government Act*, S.N.S. 1998, c. 18 (the “**Act**”), provides that all streets in a municipality are vested absolutely in the municipality. Section 307 of the Act provides that this does not include streets that are vested in His Majesty in Right of the Province.
2. The parties agree that it is in the best interests of the public to cooperate with each other on the construction, improvement, alteration, repair, cleaning and clearing of Village and Subdivision Streets (as hereinafter defined).
3. By Order in Council dated May 12, 1988, the Province’s Executive Council approved a paving and cost-sharing program for these Village and Subdivision Streets.
4. The *Provincial-Municipal Service Exchange Agreement(s)* (collectively, the “**Service Exchange Agreement**”) specify that cost-sharing on Village and Subdivision Streets is to be apportioned between the Province and the participating municipalities on a uniform 50-50% basis.
5. This Agreement outlines the parties’ joint understandings, commitments, and terms and conditions associated with the paving and cost-sharing of Village and Subdivision Streets, all in accordance with the Service Exchange Agreement, the *Public Highways Act*, R.S.N.S. 1989, c. 371 and the *Municipal Government Act*, S.N.S. 1998, c. 18.

**AGREEMENT:**

In consideration of the mutual covenants and agreements in this Agreement, the receipt and sufficiency of which are acknowledged by the parties, and subject to the terms and conditions of this Agreement, the parties, intending to be bound, agree as follows:

1. **Definitions.** In this Agreement, unless something in the subject matter or context is inconsistent therewith, the following terms have the meanings set forth below:
  - (a) “*Additional Work*” has the meaning given to it under Section 5 (*Additional Works*).
  - (b) “*Agreement*” means this Agreement.
  - (c) “*Business Day*” means any day other than a Saturday, Sunday or a holiday as defined in the *Interpretation Act*, R.S.N.S. 1989, c. 235.
  - (d) “*Confidential Information*” has the meaning given to it in Section 15 (*Confidentiality*).
  - (e) “*Cost Estimate*” has the meaning given to it in Subsection 3.3.
  - (f) “*Fiscal Year*” means the 12-month period beginning on April 1 and ending on March 31.
  - (g) “*Force Majeure Event*” has the meaning given to it in Section 16 (*Force Majeure*).
  - (h) “*Notice of Acceptance*” has the meaning given to it in Subsection 3.4.
  - (i) “*Paving*” means: (i) the work of grading, gravelling, culvert repair and required upgrading of Village and Subdivision Streets to meet industry-standard specifications; (ii) paving, repaving, or double chip sealing of Village and Subdivision Streets; and (iii) pre-engineering, design, on-site engineering supervision and inspection, and incidental services that are required from the edge of the roadway to the limit of the right of way. For greater certainty, “*Paving*” does not include feasibility studies, construction, reconstruction, relocation, repairs, or adjustments of sidewalks, water lines, fire hydrants, sanitary sewers, sanitary sewer manholes, catch basins, water valves, utility poles, street lighting or similar work on infrastructure that accompanies a Village and Subdivision Street.
  - (j) “*Village and Subdivision Street(s)*” means streets located in the Municipality that are: (i) constructed prior to April 1, 1995; and (ii) under the administration and control of the Province.
2. **Term of Agreement.** This Agreement shall be effective from the Effective Date to the earlier of: (i) the date on which the Service Exchange Agreement expires or is terminated; or (ii) March 31, 2030. This Agreement applies to Fiscal Years 2027-28, 2028-29 and 2029-30.
3. **Designation and Acceptance of Streets.**
  - 3.1 In order to have the Paving of one or more Village and Subdivision Streets cost-shared under this Agreement for a Fiscal Year, the Municipality must first provide the Province with advance notice of its intention to participate in the Province’s Paving program. This notice must be provided to the Province on or before October 31 of each year (commencing in the year prior to the first Fiscal Year to which this Agreement applies).

- 3.2 If the Municipality provides notice to the Province in accordance with Subsection 3.1, then the Municipality shall, at the same time, submit a list of the Village and Subdivision Streets it proposes be considered by the Province for Paving (the “**Road Submission List**”).
  - 3.3 After receiving the Road Submission List, the Province shall review the Road Submission List and notify the Municipality of: (i) the Village and Subdivision Streets that the Province accepts for Paving; and (ii) the anticipated costs for such Paving (the “**Cost Estimate**”).
  - 3.4 After receiving the Cost Estimate (but in no event later than twenty 20 Business Days from the date of its receipt), the Municipality shall notify the Province whether it accepts the Province’s list of approved Village and Subdivision Streets and the related Cost Estimate for Paving such streets (the “**Notice of Acceptance**”).
  - 3.5 If the Municipality does not provide a notice to the Province under Subsection 3.1 or a Notice of Acceptance under Subsection 3.4 by the specified times, the Municipality will be deemed to have elected not to participate in the Province’s paving and cost-sharing program for the Fiscal Year in question.
  - 3.6 After receipt of the Municipality’s Notice of Acceptance, the Province shall perform the Paving and any Additional Work that may be required for the identified Village and Subdivision Streets. As between the parties, the Province shall be responsible for all construction oversight and management of work required for Paving and any Additional Works.
4. **Payment of Construction Costs.** The Municipality shall pay: (i) fifty percent (50%) of the costs related to Paving performed by the Province, plus applicable taxes; and (ii) one hundred percent (100%) of the costs related to any Additional Work performed by the Province, plus applicable taxes. These payments must be made within sixty (60) days of the Municipality’s receipt of the Province’s applicable invoice(s).
  5. **Additional Works.** If the Paving of a Village and Subdivision Street requires that the Province adjust manholes, catch basins, or water valves, then the Province shall perform such adjustments as part of the subject street’s Paving (“**Additional Work**”). Additional Work will be performed at the Municipality’s full cost, in accordance with Section 4 (*Payment of Construction Costs*). The Municipality will be invoiced by the Province at the standard unit price for the required Additional Work, and the Municipality shall pay the Province promptly (and in no event later than sixty (60) days) after its receipt of any such invoice).
  6. **Work May be Subcontracted.** The Province may conduct a competitive tendering process for the selection of one or more contractors capable of completing the Paving and any Additional Work contemplated by this Agreement, in accordance with the Province’s *Procurement Policy*.
  7. **Costs Over Estimate.** Where the Province conducts a tendering process pursuant to Section 6 (*Work May be Subcontracted*), and the total approved tender price exceeds the Province’s Cost Estimate by more than ten percent (10%), then the Province shall, before awarding a contract for Paving and any Additional Work, and subject to any confidentiality requirements outlined in its tender documents and the proponent’s bid submission, provide the Municipality with the details

of the successful bid, including all details pertaining to the proponent's pricing submission. The Municipality shall, within ten (10) Business Days of receipt of such bid details, provide the Province with written acknowledgment of its consent to the Province awarding the tender, which consent will not be unreasonably withheld. If the Municipality reasonably withholds its consent to the award of the tender, then the subject Paving or Additional Work will not proceed.

8. **Cost Overruns.** Subject to Section 7 (*Costs Over Estimate*), the Municipality shall pay for any cost overruns associated with the Paving of the Village and Subdivision Streets or any Additional Work. Cost overruns (if any) will be reflected on the Province's invoice(s) to the Municipality.
9. **Appropriation of Future Funds.** Notwithstanding anything else contained in this Agreement, in the event this Agreement extends into a Fiscal Year subsequent to its execution, continuation of this Agreement is conditional upon an appropriation of sufficient monies under the *Finance Act* (Nova Scotia) to enable the Province to make the payments committed to the Municipality. In the event that sufficient monies are not available as a result of: (i) non-appropriation for the Fiscal Year in which payment becomes due; and (ii) the payment being neither charged nor chargeable to an appropriation for a previous Fiscal Year, the Province may terminate this Agreement, without any further liability, cost or penalty whatsoever, upon giving thirty (30) days' notice to the Municipality. Termination will become effective on the date of the beginning of the first Fiscal Year for which funds have not been appropriated.
10. **Permits and Approvals.** The Municipality shall obtain all material permits, approvals, authorizations and consents that may be required in order for the Province to perform its duties and obligations under this Agreement. The Municipality acknowledges and agrees that the Province shall not be obligated to perform any Paving or any other duty until such permits, approvals, authorizations and consents are obtained. For greater certainty, this includes any leases to or licences over land that may be required to perform Paving of the Village and Subdivision Streets.
11. **Indemnification by the Municipality.** The Municipality agrees to indemnify and save harmless the Province and its officers, employees and agents from all liabilities, fines, suits, claims, demands and actions, of any kind and nature for which the Province or its officers, employees or agents shall or may become liable or suffer by reason of any breach, violation or non-performance by the Municipality of any covenant, term or provision hereof or by reason of any death or injury of any person or any damage or destruction of any property resulting from any act, neglect or default on the part of the Municipality or any of its servants, employees, agents, invitees or licensees whatsoever.
12. **Release from Liability.** The Municipality hereby releases the Province from any claim that may arise from construction delays or cost overruns in relation to the Paving of Village and Subdivision Streets.
13. **Disclaimer of Consequential or Indirect Damages.** Neither party will be liable to the other for any special, incidental, punitive, indirect or consequential damages arising out of or in connection with this Agreement, including lost revenue or lost profits, even if foreseeable or if a party has been advised of the possibility of such damages, and regardless of the basis on which a party is entitled to claim (including fundamental breach, negligence, misrepresentation, or other contract

or tort claim).

14. **Construction Warranty.** The Province shall obtain a contractual warranty under its contract with the contractor(s) for the Work. This warranty will be in accordance with the requirements under the *Standard Specification – Highway Construction and Maintenance*. The Province makes no other warranties whatsoever with respect to the Work, express or implied, including warranties of merchantability and warranties of fitness. The Municipality acknowledges that all such warranties are disclaimed by the Province.
15. **Confidentiality.** The Municipality acknowledges and agrees that all Confidential Information will be received in the strictest confidence and will be held and used only in accordance with and subject to the terms of this Agreement. The Municipality shall retain such information in confidence and shall treat such information with a degree of care no less than the degree of care that the Municipality employs for the protection of its own information of a similar nature. “**Confidential Information**” means any and all information identified as confidential or marked as confidential Information by the Province or is clearly recognizable as confidential information to a prudent person with no special knowledge of the Province’s business, that has or will come into the possession or knowledge of the Municipality, or to which the Municipality has access in connection with or as a result of this Agreement. “Confidential Information” does not include information that is: (a) publicly available when it is received by or becomes known to the Municipality; (b) is already known to the Municipality at the time of its disclosure to the Municipality and is not known by the Municipality to be the subject of an obligation of confidence of any kind; (c) independently developed or obtained by the Municipality; or (d) received by the Municipality in good faith without an obligation of confidence of any kind from a third party who the Municipality had reason to believe was lawfully in possession of such information free of any obligation of confidence of any kind.
16. **Force Majeure.** No party is responsible for a failure to fulfil its obligations under this Agreement or for delay in doing so if such failure or delay is due to a Force Majeure Event. If either party is prevented from or delayed in performing any of its obligations under this Agreement because of a Force Majeure Event, then the party claiming the Force Majeure Event shall promptly notify the other party which outlines the particulars of the Force Majeure Event including details of the nature of the event, its expected duration and the obligations under this Agreement that will be affected by the Force Majeure Event. A “**Force Majeure Event**” means the occurrence of one or more of the following events or any other event that is beyond the reasonable control of a party, and that interferes with, delays or prevents performance of the obligations of a party under the Agreement, provided that the nonperforming party is without fault in causing or failing to prevent such occurrence: (a) catastrophic weather conditions or other elements of nature or acts of God; (b) acts of war (declared or undeclared), acts of terrorism, insurrection, riots, civil disorders, rebellion or sabotage; and (c) other events which the parties expressly agree in writing as constituting a “Force Majeure Event”.
17. **Interpretation.** In this Agreement, unless something in the subject matter or context is inconsistent therewith, words importing the singular number include the plural and *vice versa*; words importing a gender include the masculine, feminine and neutral genders; and words importing persons include individuals, partnerships, companies, associations, trusts, government agencies and any other form of organization or entity whatsoever.

18. **Governing Laws.** This Agreement will be governed by and construed in accordance with the laws of the Province of Nova Scotia.
19. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties hereto with regard to the subject matter hereof and supersedes all prior agreements, understandings, representations or warranties, negotiations and discussions, whether oral or written, among the parties hereto with respect thereto, entered into prior to the date hereof, which are hereby terminated.
20. **Amendments.** No amendment of this Agreement will be binding unless in writing and signed by all the parties hereto.
21. **Waiver.** No waiver by any party hereto of any breach of any of the provisions of this Agreement will take effect or be binding upon such party unless in writing and signed by such party. Unless otherwise provided therein, such waiver will not limit or affect the rights of such party with respect to any other breach.
22. **Severability.** If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, such provision will be deemed to be severed from this Agreement and the remaining provisions will nevertheless remain in full force and effect.
23. **Further Assurances.** The parties agree to execute and deliver all such further documents and instruments and do, or cause to be done, all such acts and things as either party may reasonably consider necessary to evidence the intent and meaning of this Agreement.
24. **Counterparts; Electronic Execution.** This Agreement may be executed in several counterparts, each of which will be an original and all of which will constitute one and the same instrument. The parties agree that signatures transmitted, received and reproduced via electronic transmission, email or electronic signatures will be treated for all purposes of this Agreement as original signatures and will be deemed valid, binding and enforceable by and against all parties.
25. **Notices.** All notices, demands or other communications to be given in connection with this Agreement will be in writing and will be given by personal delivery, registered mail or by electronic means of communication addressed to the recipient as follows:

(a) to the Municipality at

Troy MacCulloch  
Chief Administrative Officer  
2357 Highway 206  
PO Box 120  
Arichat, NS B0E 1A0  
Tel (902) 226-3970  
Email: [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)

- (b) to the Province at  
Laura Cunningham  
Capital Program Administration Officer  
Johnston Building, 1672 Granville St.  
P.O. Box 186  
Halifax, NS B3J 2N2  
Tel: (902) 424-0897  
Email: [laura.cunningham@novascotia.ca](mailto:laura.cunningham@novascotia.ca)
- (c) or, to such other address, individual or electronic communication number as may be designated by notice given by either party to the other in accordance herewith. Any demand, notice or other communication given by personal delivery will be conclusively deemed to be given on the day of actual delivery thereof and, if given by registered mail, on the fifth (5<sup>th</sup>) Business Day following the deposit thereof in the mail and if given by electronic communication, on the day of transmittal thereof if given during normal business hours of the recipient and on the Business Day during which such normal business hours next occur if not given during such hours on any day. If the party giving any demand, notice or other communication knows or ought reasonable to know of any difficulties with the postal system which might affect the delivery of mail, any such demand, notice or communication will not be mailed but will be given by personal delivery or by electronic communication.

*[signature page follows]*

**IN WITNESS WHEREOF** the Province has hereunto subscribed its hand and affixed its seal and the Municipality has set and affixed its corporate seal authenticated by the signatures of the Warden and the witness hereunto duly authorized.

**SIGNED, SEALED and DELIVERED** in the presence of:

**His Majesty the King in Right of the Province of Nova Scotia**, as represented by the Minister of Public Works

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Fred Tilley, Minister of Public Works

\_\_\_\_\_  
Date (Day-Month-Year)

Municipality of the County of Richmond

\_\_\_\_\_  
Witness

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

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Resolution of Council Designate



Provincial Seal



Municipal Seal

# Resolution of Council

Cost Share Agreement No. 2026-018

The following Resolution was passed at a meeting of the Council of the Municipality of the County of Richmond on the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2026.

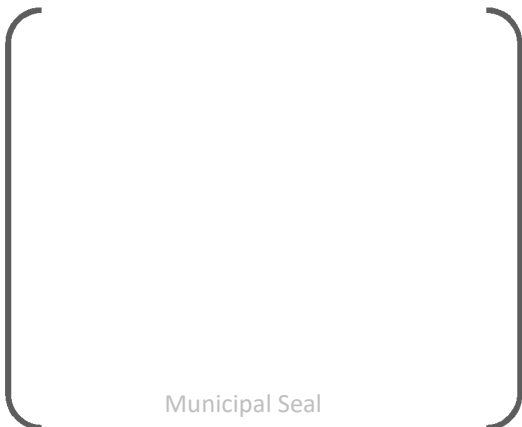
Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

*“That the Warden and \_\_\_\_\_ be authorized to sign Cost Share Agreement No. 2026-018”*

Motion Carried.

I certify that the above Resolution was passed at the duly called meeting of the Municipality of the County of Richmond Council on \_\_\_\_\_ A.D., 2026.



Municipal Seal

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title

## Warden's Report: January 2026

Event	Organization/Issue	Date(s)
New Year's Day Levée in Petit de Grat	Event	January 1, 2026
EDPC Personnel Meeting	Meeting	January 7, 2026
EDPC Organizational Review Meeting (Virtual)	Meeting	January 8, 2026
Monthly NS Hydrogen Meeting (Virtual)	Meeting	January 8, 2026
Municipal Emer. Management Adv. Committee Mtg (Virtual)	Meeting	January 8, 2026
Guest Speaker: Retired Teachers of Richmond County	Meeting	January 13, 2026
Meeting with CB Partnership, MPs and others (Virtual)	Meeting	January 14, 2026
CEPI Meeting (Virtual)	Meeting	January 14, 2026
Meeting with Jaime Battiste, MP	Meeting	January 14, 2026
Richmond County Collaborative Network Meeting	Meeting	January 14, 2026
Talk to Warden Segment with Telile	Media	January 14, 2026
Guest Speaker: Framboise/Fourchu Volunteer Fire Dep't Mtg	Meeting	January 14, 2026
EDPC Board Meeting	Meeting	January 15, 2026
EDPC Organizational Review Meeting (Virtual)	Meeting	January 19, 2026
MOCR Community Energy and Emissions Meeting	Seminar	January 21, 2026
Meeting with Developer	Meeting	January 22, 2026
Engage NS Webinar (Virtual)	Seminar	January 23, 2026
Meeting with Developer (Virtual)	Meeting	January 23, 2026
EDPC Organizational Review Meeting (Virtual)	Meeting	January 26, 2026
Retired Teachers' Organization – request for information Mtg	Meeting	January 29, 2026
Telile PSA Recording: Voyent and VVPR	Media	January 30, 2026
Meeting with Developer/Research	Meeting	January 30, 2026

### Meetings of Council or Meetings where all Councillors are present:

Meeting	Date
Planning Advisory/Heritage Committee	January 6, 2026
Bylaw/Policy Committee	January 12, 2026
Committee of the Whole Meeting	January 13, 2026
Joint Council/Village of St. Peter's Meeting	January 15, 2026
Public Hearing	January 27, 2026
Regular Council Meeting	January 27, 2026

*Note: For review; list does include matters related to District 2 residents' concerns*



# Memo

**To:** Municipal Council  
**From:** Troy MacCulloch, CAO  
**Date:** February 5, 2026  
**Re:** Administration Operations Report, January – February 2026

---

## Administration

Continuing by-law/policy development:

- Upcoming: CAO Performance Review Policy (amendments), Advertising and Sponsorship Policy, Travel and Expense Policy (amendments), Strategic Communications Plan (amendments)

Green Hydrogen Engagements:

- Monthly/biweekly meetings with Sector Dev, Everwind, Net Zero, Clean Foundation, and provincial departments
- Water Service Agreement with Developer, Province, and Utility
- Clean Fuels Domestic Use Project is underway
- Easements and Title for lands is just about completed. – with legal.
- Water withdrawal renewal for Landrie Lake - preparing submission to NSRAB

Economic Development:

- Land inventory/map with EDPC (draft completed; refining underway) - final edits have been delayed. Hope to have it completed by month's end.
- New webpage under consideration for Point Tupper via Strait of Canso site
- Awarded Basin Rd Subdivision – preparing dev and purchase sale agreement with Legal.
- Working with our new EDO – Megraj Solanki with the CB Partnership.

Other Ongoing Initiatives:

- Short-term rental and marketing levy coordination with EDPC/Province
- Flood hazard Project is underway
- Community Climate Resiliency Project is underway
- Meetings with Community Solar Proponents – Community Engagement has been completed for this stage of their development – they are awaiting provincial Approval.
- Climate Ready Plan has begun - Federal
- Coastal Cohort for the Community Climate Capacity Grant – ongoing
- Working on the CEEP, Community Energy and Emissions Plan through Clean Foundation and Quest Canada
- Monthly meetings (CAO roundtable) with Min & DM for Emergency Mgmt
- Emergency Mgmt conference in Truro with Minister Masland and her team, along with all EMO/EMC's and CAO's for the province
- Meetings with Regional EMO and CAO's as we adapt and plan for the changes provincially with regards to Emergency Management
- 1st review of the Everwind Pumphouse Design at Landrie Lake
- Working with Bell and Rogers on Fibre loop project in Point Tupper

## **Energy Sector Development**

### Strait of Canso Clean Fuels Domestic Use Strategy:

- Final draft report completed.
- Feedback from Steering Committee provided by 3 February.
- Consultants, Deloitte and WESI, are currently doing the last revisions ahead of final report.

### Strait of Canso Ports Green Energy Value Proposition:

- NovaStream developing the site on [www.thestraitofcanso.ca](http://www.thestraitofcanso.ca)
- NovaStream has completed the site.
- Feedback from all, but one, port owners received and implemented.
- Still awaiting feedback from one port owner before finalization.

### QUEST Canada – Net-Zero Community Accelerator:

- Clean Foundation contracted to develop a Community Energy & Emissions Plan (CEEP) for Richmond County.
- Implementation workshop held on 21 January.
- Clean Foundation and QUEST Canada are currently analyzing results from workshops and data from greenhouse gas emission questionnaires.
- Interviews with QUEST Canada's Communications Department as MOCR and ToPH will feature in their Powered by Communities series of articles.

### Community Climate Capacity Program:

- Molly Foster from the Clean Foundation is now the assigned Community Navigator for Richmond County under the Community Climate Capacity program.
- CRIS application for Unity Drive successful – project will commence in the coming weeks.
- Assisted EDPC in application to NSFM's Coastal Planning Support Program.
- Distributed 15 emergency kits to MOCR for further distribution into the community via the EMO.

### Other Sector Work:

- The Extreme Storm Event Flood Hazard Mapping project for Point Tupper is ongoing with CBCL as the consultant – second draft received on 6 February.
- Engaging with Efficiency1 for enrolling MOCR in their Roving Municipal Energy Management Service from April 2026 – draft MOU currently being reviewed.
- Attended webinar on Net Zero Atlantic's Phase 2 of their Wind Integration Study, carried out by Stantec, on 15 January.
- Meetings with green energy developers showing interest in the Strait of Canso.
- Attended monthly Strait Area Municipalities Hydrogen meeting with NS Department of Energy on 5 February.

## **Information Technology (IT)**

### Municipal Office:

- Replacing racks in the IT room and cleaning up existing infrastructure.
- Installing camera system upgrades.
- Replacing NAS and local MS365 backup systems.
- Research upgrades to telephone system.
- Starlink internet backup installation.

- Starlink mobile internet setup for emergency services.
- Configuring firewall with VLANs, IAM, VPN, etc.
- Data migration to SharePoint and new NAS with document numbering system.
- Cyber-Insurance renewal review.
- Council chambers upgrades.

#### Landfill:

- The office trailer at the landfill is getting connected to the existing network. This involves running new buried lines and some networking upgrades.
- Security camera system and other network upgrades to improve infrastructure and Wi-Fi.
- Starlink installation for improved internet access.
- Firewall installation and configuration.

#### Arena:

- A few small upgrades remain to be installed at the arena.

#### W/S Treatment Plants:

- Network upgrades to Wi-Fi, camera systems, and installation of new firewalls and computers.

#### Ongoing Work:

- Continual computer upgrades and replacements as required.
- Maintenance and upgrades of all IT systems.
- Documentation as related to IT operations.
- Decommissioning and disposal of old, obsolete equipment.

## Emergency Management and Fire Services

#### Committees:

- Seniors Take Action Coalition (STAC)
  - December 1<sup>st</sup> meeting
  - We Care Day – March 25<sup>th</sup> @ St. Louis Parsh Hall
- Fire Protection Services Committee (FPSC) meetings
  - February 25<sup>th</sup>
- Fire Service Association of Nova Scotia (FSANS) meetings
  - Board of Directors Meeting – January 25<sup>th</sup>
  - Fire Service Governance review - ongoing – January 11<sup>th</sup>
  - Numerous DEM lead sessions
- Strait Area Mutual Aid Association (SAMAA)
  - February 2<sup>nd</sup> meeting
- Provincial DEM meetings – ongoing as needed
- New DEM Region 1 (Cape Breton) meetings - ongoing

#### Key dates:

- Climate Ready Plans and Processes Community of Practice Sessions
  - Ongoing Bi-weekly follow up sessions
- NSDEM – Nova Scotia Department of Emergency Management
  - WebEOC Training DEM online platform – ongoing – new platform rolled out
- New Provincial Firefighter Training Advisory Committee – ongoing

- Next meeting February 10<sup>th</sup>
- County mapping – emergency planning – ongoing
- VVPR – ongoing
- Voyent Alerting – as needed
- NS Alert App– promotion
- Community Climate Capacity sessions - ongoing
- PSFC TMR2 changes info session – January 23<sup>rd</sup>
- DEM Emergency Resilience Forum – January 27<sup>th</sup> - 29<sup>th</sup>
- DEM Led Fire Service Modernization Planning sessions – January 17<sup>th</sup>, 22<sup>nd</sup>, 31<sup>st</sup>
- ICS 200 Course instruction – February 22<sup>nd</sup>-23<sup>rd</sup>
- Comfort Centre Check-ins – ongoing
- TMR radio updates – January 20<sup>th</sup> -22<sup>nd</sup>
- Telile interview with Warden – January 30<sup>th</sup>

## Department of Community Development and Recreation

### Programs:

- Winter Programming has started
- Call for Submissions – Spring 2026 Reflections of Richmond Newsletter  
The Department of Community Development and Recreation is preparing the Spring 2026 Edition of the Reflections of Richmond Newsletter, covering April 1 – June 30, 2026.
- 📅 **Submission deadline:** Friday, February 20, 2026
- 📷 **Photo Submissions**  
Send high-resolution images to: Ronalda Boudreau – [ronalda.boudreau@richmondcounty.ca](mailto:ronalda.boudreau@richmondcounty.ca)
- 🔑 **Community News & Events**  
Submit to: Ronalda Boudreau – [ronalda.boudreau@richmondcounty.ca](mailto:ronalda.boudreau@richmondcounty.ca)  
(Please note: the amount of detail printed per submission will depend on available space.)
- Call for Program Instructors  
👤 **Program Instructors** – Casual Employment  
Richmond Recreation is seeking leaders, instructors, and facilitators for programs running April–June 2026. 📧 Submit your interest to: Sharla Sampson – [sharla.sampson@richmondcounty.ca](mailto:sharla.sampson@richmondcounty.ca)
- Next scheduled Recreation Advisory Committee meeting is Thursday, February 12, 2026, 7:00 pm.
- The Recreation Department is looking for facilitators who may be interested in providing art classes for various ages; interested persons can email [recreation@richmondcounty.ca](mailto:recreation@richmondcounty.ca)
- Skate Sharpening Services have resumed at the Richmond Arena

### Inclusion & Accessibility:

- The committee has three vacancies; interested persons can reach out to the Municipal Clerk via email at [clerk@richmondcounty.ca](mailto:clerk@richmondcounty.ca) and indicate their interests and relevant experience.
- The IDEA Committee is working with Sheppard Diversity to create EDI (Equity, Diversity, Inclusion) training modules

- The Municipal Administration Building, Petit de Grat Library and Waste Management Facility Scalehouse have successfully been Rick Hansen Facility Access Certified.
- The Committee is preparing for the 2026 AccessAwareness

#### Community Projects & Initiatives:

- January 2026 Volunteer of the Month, Pierre LaRoche, District 4
- The Recreation Advisory Committee is reviewing the Volunteer of the Month program to explore the delivery of the volunteer recognition program
- Trail funding is available for ATV Associations in Richmond County. For more information visit [Trails - Richmond County, Nova Scotia](#)
- St. Peter's Library and Visitor Information Centre have relocated to 9992 Grenville Street in a shared space. Please note the Visitor Information Centre is closed for the season and is scheduled to reopen in June 2026.
- Working in partnership with community to host the first Arichat Street Festival, Summer 2026
- Working with CDENE for the Celebration Isle Madame (Community Hall Celebration), May 2026
- Continue to support community groups in fostering growth and community based initiatives
- Has had discussions with the At Home community organization to explore opportunities in Richmond County to support housing growth

### Department of Finance

#### Budgeting & Reporting:

- Preparing T4's
- HST Returns Submitted to CRA
- Preparing the Fire Department workbooks
- Preparing for Budget Deliberations
- Met with Audit Committee and Worked on Draft Audit Workplan.
- Enrolled with RBC for pre-authorized payments (launch date tbd)
- In the process of installing Esend with Diamond to be able to email utility and tax bills.

#### Taxation & Operational Tasks:

- Water and Sewer Bills were due January 30, 2026
- Sent letters to By-Law 56 Recipients pertaining to PVSC
- Sent out reminder notices for taxes
- Next Tax Sale will be February 6th, 2026

#### Staffing & Training:

- Received training on using Virtual City Hall
- Met with Diamond to discuss the NaviLine Early Adopters Bundle
- Attended the Lunch and Learn with Desjardins and assisted staff on the use of the online app Omni.
- Attended EDI training hosted by the IDEA Committee
- Received RBC training on expanded collection and payment options, including pre-authorized payments. We are continuing to plan for the transition.
- Ongoing training to backfill Finance roles

## Department of Public Works

### Capital Projects Update:

- Municipal Building Improvements (boiler replacement). RFQ issued. Estimated completion **March 2026.**
- Municipal Building HVAC Renewal. Tender in development. Estimated completion March 2026.
- **Fleet Vehicle (1/2 ton truck). Awarded.**
- Sewer system Renewal 25/26. **In progress.** Estimated completion March 2026.
- Waste Management Facility Transfer Station Renewal. Work 90% complete. Estimated completion December 2025.
- Construction and Demolition Debris Landfill Expansion engineering work - awarded and in progress.
- Landfill Closure Phase 3 – Engineering underway with landfill expansion work.
- **Watermain Automatic Flushing Station – equipment on-hand. Awaiting installation.**
- District Meter Installations. Not started.
- Bulk Water Filling Station. Equipment ordered.
- Spare High Lift Pump – Arichat WTP. RFQ issued.
- Demo of Old WTP in Louisdale (assessment 25/26). Not started.
- Arichat Water System Upgrades. Tender in development.
- Louisdale WTP Dehumidification. Not started.

### Solid Waste Management:

- **Extended Producer Responsibility Regulation implementation date December 1, 2025. Agreement signed with Circular Materials (Producer Rep) for curbside collection services and post-collection services.**

### Richmond Water Utility:

#### Richmond Sewer:

- Repairs to aerators at the Arichat STP were completed. Equipment being evaluated that could serve as a backup should there be additional failures of the aerators at the Arichat or PDG STPs. **Backup aerator ordered.**

#### Buildings:

- **Tender for Arena Floor/Refrigeration Plant replacement issued.**

#### General:

- Efforts are ongoing to fill vacancies within the department.

## Upcoming Council & ABCC Meetings

- February 12, 2026 – Recreation Advisory Committee, 7:00 p.m.
- February 27, 2026 – Regular Council, 7:00 p.m.



## January Volunteer of the Month – Pierre LaRoche

Pierre never hesitates to give back to his community. He generously shares his time and expertise with numerous organizations throughout Richmond County, most recently supporting initiatives at the Bonnie Brae Seniors Club.

Pierre is also a dedicated volunteer at St. Peter's United Church, where he is currently the lead for major accessibility renovation projects and can be found there almost every day, working to make the space more

welcoming for all. When he is not involved in community projects, he contributes his knowledge and experience to the Bras d'Or Lake Biosphere, demonstrating his deep commitment to the people and places of the region.

Please join us in recognizing Pierre for his hard work, dedication, and commitment to his community. We thank you for all you do for Richmond County!



## Shelley David

---

**From:** Jennifer Enright [REDACTED]  
**Sent:** January 5, 2026 6:45 PM  
**To:** Shelley David  
**Subject:** Proclamation request--Amyloidosis Awareness Month March 2026  
**Attachments:** Amyloidosis Awareness Month Proclamation with final French Translation 25SEP2022 - Copy\_1\_ (1) (1) (1) (1).pdf; Proclamation - Amyloidosis Awareness Month - March 2025 (1) (2).pdf; Signed Proclamation - Amyloidosis Awareness Month March 2024 (1) (1).pdf

Hello Shelley,

I wanted to thank you and other staff members at Richmond County for making it possible for us to raise awareness about amyloidosis in 2025.

I am writing to you to see if the same proclamation can be issued for March of 2026. I understand if this is not possible since I am sure you receive a lot of requests. But it doesn't hurt to ask.

I am a patient and volunteer with the Canadian Amyloidosis Support Network (CASN), a federally registered non-profit organization. Amyloidosis is a disease caused by the buildup of abnormal proteins in organs and tissues of the body. Left untreated, the disease can result in organ failure and can be fatal.

For more information about amyloidosis, please visit our website at [amyloidosiscanada.org](https://amyloidosiscanada.org) or our Facebook page.

If you need to contact me, I can be reached at [REDACTED] or [REDACTED]

The proclamation you have at your site is the same one we would like to use this year. Just in case, however, I have attached the wording for the proclamation we submit to municipalities along with samples of proclamations that have been approved previously. I hope this helps!

Kind regards,

Jennifer Enright



## Amyloidosis Awareness Month Proclamation

**Whereas**, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

**Whereas**, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

**Whereas**, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

**Whereas**, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

**Whereas**, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

**Whereas**, Early diagnosis can lead to better outcomes for both patients and their families; and

**Whereas**, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

**Attendu Que** mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

**Attendu Que** l'amylose est un groupe de maladies qui se développe lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

**Attendu Que** l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

**Attendu Que** l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

**Attendu Que** certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie ;et

**Attendu Que** le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

**Attendu Que** la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.

**Therefore**, be it resolved that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby proclaim March 2026 as "Amyloidosis Awareness Month" in the Municipality of the County of Richmond.

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

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



JAN 29 2026

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

Dear Ms. Landry:

Thank you for your correspondence of December 19, 2025, regarding the desire for an emergency boat launch ramp at St. Peter's Canal National Historic Site, and for outlining the concerns and priorities of both the Municipality of the County of Richmond and the St. Peter's and District Volunteer Fire Department.

I recognize the important role organizations such as the St. Peter's and District Volunteer Fire Department play in protecting the community. Proposals such as the one put forward by the volunteer fire department to develop an emergency boat launch ramp require careful review and consultation. Any work undertaken at a national historic site must ensure that environmental, cultural, navigational, and regulatory considerations are appropriately addressed, and that consultation is carried out with other federal departments, Indigenous partners, and relevant stakeholders. This collaborative approach is essential to achieving a responsible and durable outcome that balances public safety needs with broader stewardship responsibilities.

Projects of this nature also require secured funding and completion of all relevant plans, assessments and consultations before a decision can be considered.

I understand that you have been working with Parks Canada in Cape Breton on this initiative. As a next step, I have asked the Field Unit Superintendent, Mr. Cal Martin, to contact you to discuss the status of this project. In the meantime, if you have questions or would like to discuss this matter further, I invite you to contact Mr. Martin directly at [calvert.martin@pc.gc.ca](mailto:calvert.martin@pc.gc.ca).

.../2

I appreciate your bringing this matter forward. Please accept my best regards.

Yours truly,

A handwritten signature in blue ink, appearing to read "Julie Dabrusin". The signature is fluid and cursive, with a prominent initial "J" and a long, sweeping underline.

The Honourable Julie Dabrusin, P.C., M.P.

c.c.: Mr. Jaime Battiste, M.P.



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

**WARDEN**

December 19, 2025

The Honourable Julie Dabrusin  
Minister of the Environment, Climate Change, and Nature  
Place Vincent Massey Building  
351 Saint-Joseph Boulevard  
Gatineau QC K1A 0H3

**RE: Request for Ministerial Assistance – Emergency Boat Launch Ramp, St. Peter’s Canal (Ocean Side)**

Dear Minister:

On behalf of the Municipality of the County of Richmond, I am writing to request your assistance regarding a long-standing proposal to establish an emergency boat launch ramp on the ocean side of the St. Peter’s Canal.

The St. Peter’s and District Volunteer Fire Department has been seeking approval for this project for many years, including recent correspondence to our Member of Parliament, Mr. Jaime Battiste, and earlier engagement with Parks Canada and federal departments. As outlined by Fire Chief Blair Stone, the absence of a direct launch point on the ocean side of the canal significantly delays emergency response times for marine rescues and other life-threatening situations.

The proposal itself is modest in scope. It involves the removal of rocks, at no cost, to create a suitable emergency launch area. This work would provide critical access for first responders without the need for major construction or new infrastructure. Despite meetings and ongoing communication, progress has been slow, and the Volunteer Fire Department has been advised that the matter is currently awaiting review by Environment, Climate Change, and Nature.

Emergency response infrastructure of this nature is fundamental to public safety, particularly in a coastal community with active marine traffic. The potential life-saving benefits of this project are clear, and the continued lack of resolution is understandably frustrating for local emergency responders and residents alike.

**Letter of Support: St. Peter's and District Volunteer Fire Department**

**Page 2**

We respectfully ask that your office review this file and provide whatever assistance is possible to help move it toward a timely decision. Richmond County Council fully supports the St. Peter's and District Volunteer Fire Department in this request and believes that facilitating this emergency launch ramp would be a practical and responsible step in enhancing marine safety in the area.

Thank you for your attention to this matter. We would welcome any guidance your department can provide and are hopeful for a path forward.

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  
Jaime Battiste, Member of Parliament for Cape Breton-Canso-Antigonish  
Blair Stone, Chief of the St. Peter's and District Volunteer Fire Department



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

## **WARDEN**

January 28, 2026

Mayor Sean Cameron  
Town of Antigonish  
274 Main Street  
Antigonish, NS B2G 2C4

Dear Mayor Cameron,

On behalf of Council for the Municipality of the County of Richmond, I am writing to formally express our support for the need for a secondary, permanent access route to Saint Martha's Regional Hospital.

Council recognizes that Saint Martha's Regional Hospital is a critical regional healthcare facility serving residents across Antigonish, Guysborough, Richmond, and Inverness counties. Ensuring safe, reliable, and continuous access to the hospital is essential for emergency response, routine medical care, staff access, and patient safety.

Recent road construction has further highlighted long-standing concerns related to the hospital's sole access route. In particular, Council shares the concerns regarding the vulnerability of the current route, including its location within a flood-prone area and the safety implications associated with a single access point, especially during construction activities, severe weather events, or emergency situations.

We agree that these challenges underscore the importance of working collaboratively across municipal, provincial, and federal levels to advance a practical and resilient solution. Council supports your call for the development of a secondary, permanent access route and acknowledges the work underway in Antigonish to explore design options to address this critical infrastructure gap.

Please accept this letter as confirmation of Richmond County Council's support for your advocacy efforts. We believe a unified regional voice will strengthen the case for the necessary planning, funding, and timely implementation of a solution that safeguards access to essential healthcare services for our shared residents.

We appreciate your leadership on this issue and look forward to continued collaboration as this important work moves forward.

Sincerely,



Lois Landry, Warden  
Municipality of the County of Richmond

cc: Hon. Trevor Boudreau, MLA for Richmond  
Hon. Fred Tilley, Minister of Public Works  
Jaime Battiste, Member of Parliament for Cape Breton–Canso–Antigonish  
Councillors, Municipality of the County of Richmond  
Troy MacCulloch, CAO, Municipality of the County of Richmond

**MUNICIPALITY OF THE COUNTY OF**  
**ANTIGONISH**

285 Beech Hill Road, Beech Hill, NS B2G 0B4

Web [antigonishcounty.ca](http://antigonishcounty.ca)

Tel (902) 863-1117

Fax (902) 863-5751

January 22, 2026

The Honourable Tim Houston  
Premier of Nova Scotia  
Office of the Premier  
7<sup>th</sup> Floor, One Government Place  
1700 Granville Street  
Halifax, NS B3J 1X5

Dear Premier Houston,

**RE: Nova Scotia Power Rate Application for 2026/2027**

---

At our recent meeting of Municipal Council, a discussion was put forward and a motion made to reach out to express concerns with respect to the General Rate Application (GRA) filing for 2026-2027 customer rates by Nova Scotia Power (NSP), currently under review at the Nova Scotia Energy Board. Specifically, the concerns raised were regarding the proposed increases in residential energy rates, proposed at 3.8% in 2026 and 4.1% in 2027 for residential customers. With the proposed rate increases for other customer classes being lowered or reduced, the optics of this proposed rate change is that the residents of our communities are shouldering the bulk of the operating and capital cost increases of this corporation.

This past year's cybersecurity incident at NSP, which exposed the sensitive information of hundreds of thousands of their customers, shook the trust that many of our residents have in this corporation. Combined with the billing difficulties that resulted from this incident, where residents were questioning estimates and finding it difficult to get answers when contacting customer service, there is a hesitancy from those around our table in believing that residential customers who were hit hardest in the 2025 disruptions should bear the highest percentage of rate increases. Through discussion amongst our council, there was a suggestion to ask for a five-year rate freeze for NSP customers, and even a call for the exploration of how this utility could return to public ownership to ensure that residents are put ahead of profits.

Having reviewed the GRA made by NSP late last year, I can appreciate that, like with utilities provided by our municipality, the operating and capital costs have risen significantly over the past few years due to tariffs, inflation, and several other factors. I also appreciate that NSP opted to maintain their current ROE at 9% to consider its customers, instead of increasing it as recommended in the studies done to support their GRA. However, I encourage the regulatory board and those that have the ability to have input in a decision on this application to consider whether there is a better way to distribute the proposed rate increases across the customer classes so that it does not appear that our residents, as domestic class customers of NSP, are bearing the brunt of the changes put forward.

Sincerely,



Nicholas MacInnis  
Warden

---

# Information and Activity Report

*Cape Breton Regional Enterprise Network –  
Richmond County & Town of Port Hawkesbury*

Q3 – 2025/26  
(October - December 2025)

**Subject:** CB REN Information and Activity Report

**To:** Municipality of Richmond County & Town of Port Hawkesbury

**Date Prepared:** January 28, 2026

**Prepared by:** Meghraj Solanki, Economic Development Officer – Richmond County & Town of Port Hawkesbury

## Background:

The Cape Breton Partnership provides economic development support to the Municipality of the County of Richmond and the Town of Port Hawkesbury under the Regional Enterprise Network (REN) model in partnership with the Province of Nova Scotia.



The Cape Breton Regional Enterprise Network (CB REN) includes the Municipalities of the Counties of Inverness, Richmond, and Victoria, the Town of Port Hawkesbury, as well as the First Nations communities of We'koqma'q, Wagmatcook, Eskasoni and Membertou.

The CB REN is part of a larger network of Regional Enterprise Networks across Nova Scotia.

The Cape Breton Partnership maximizes the value of the CB REN's funding partners, leverages that investment to have a greater impact, and collaborates with other partners, funders, and projects that it is responsible for (like the Cape Breton Local Immigration Partnership) to deliver operational synergies across Unama'ki – Cape Breton.

## 2025/26 CB REN Board:

- **Co-Chair** - Jen Ryan, Quincy Street Market
- **Co-Chair** - Adam Bateman, Business Development Bank of Canada
- Pearlene Cormier, East Coast Credit Union
- Capt. Vivek Saxena, NSCC Strait Area Campus
- Kelsea MacNeil, Membertou Corporate
- Gioia Usher, We'koqma'q Corporate
- Daniel Lee, Port Hawkesbury Paper
- Lee Fraser, Life in Tents

## 2025/26 CB REN Liaison Oversight Committee:

- **Chair** - Keith MacDonald, CAO, Municipality of the County of Inverness
- Warden Bonny MacIsaac, Municipality of the County of Inverness
- Warden Lois Landry, Municipality of the County of Richmond
- Troy MacCulloch, CAO, Municipality of the County of Richmond
- Mayor Brenda Chisholm-Beaton, Town of Port Hawkesbury
- Terry Doyle, CAO, Town of Port Hawkesbury
- Chief Terry Paul, Membertou First Nation
- Jennifer Deleskie, Membertou First Nation
- Warden Jackie Organ, Municipality of Victoria County
- Leanne MacEachen, CAO, Municipality of Victoria County
- Chief Norman Bernard, Wagmatcook First Nation
- Donald Hanson, CEO, Wagmatcook First Nation
- Chief John Leonard Bernard, We'koqma'q First Nation
- Gioia Usher, CEO, We'koqma'q First Nation
- Chief Leroy Denny, Eskasoni First Nation
- Steve Parsons, CEO Eskasoni Corporate, Eskasoni First Nation
- Evan Williams, Nova Scotia Department of Growth and Development
- Donald Ferguson, Nova Scotia Department of Labour, Skills & Immigration

## Reporting Period:

Your CBREN team and the Cape Breton Partnership are pleased to share highlights, milestones achieved, and metrics from **October 1 to December 31, 2025**.

## CB REN Board and LOC Meetings:

- **2025 AGM** – The CB REN held its annual AGM virtually on August 19.
- **Board Meetings**
  - Last Board Meeting: October 21, 2025 (Virtual and Inverary Inn, Baddeck)
  - Next Board Meeting: January 28, 2026 (Virtual and Inverness or Victoria County)
- **LOC Meetings**
  - Last LOC Meeting: November 21, 2025 (Municipality of Inverness County, Port Hood)
  - Next LOC Meeting: April 22, 2026 (Location TBD)

## Highlights & Events

- **October 16: Waters Flowing Together - Two Eyes, One Ocean**
  - A storytelling event connected to three folkloric traditions - Mi'kmaq, Gaelic and Acadian, featuring Sierra McCarthy & Al Oakley, Ella MacDonald, Rachelle Bouchard. Co-directed by Raymond Sewell and Matthew Thomas Walker.
  - Iona: Approximately 30 attendees
- **October 23: Annual Investor Summit**
  - The Investor Summit annually brought together more than 200 business, community, and government leaders from across Nova Scotia to network, collaborate, and hear from leaders building a strong economic future for Unama'ki – Cape Breton. From day-before activities such as the Social Cruise aboard the Amoeba Tours WinStar and dinner at The Lakeside Restaurant, to a full day of engaging presentations, updates from local and emerging businesses, and valuable networking opportunities, the event offered something for everyone and featured a keynote address from Michelle Cederberg, a recognized leader in health and productivity.
  - Inverary Resort, Baddeck, NS
  - Approximately 220 attendees
- **November 19: Business & Breakfast: Federal Budget Outlook – Updates & Insights**
  - The Cape Breton Partnership and Doane Grant Thornton LLP hosted a special Business & Breakfast session featuring Patrick Lahey, Partner, and Nick MacNeil, Senior Manager, who broke down the highlights of the Canadian Federal Budget announcement and provided practical insights to help business owners, managers, and entrepreneurs understand how new policies, tax updates, and incentives could affect operations, planning, and growth strategies in 2026 and beyond.
  - Civic Centre, Port Hawkesbury, NS
  - Approximately 55 attendees

- **November 28: Safety in the Strait: Learn at Breakfast – The Evolution of Safety**
  - The Safety First in Cape Breton Network, the Nova Scotia Department of Labour, Skills and Immigration, WCB Nova Scotia, and the Cape Breton Partnership hosted a breakfast event focused on strengthening workplace safety culture, featuring a hot breakfast, networking, safety updates, a keynote presentation by Calum MacPhee of LearnCorp International, and a roundtable discussion on topics including the evolution of safety, resilience, learning, psychological safety, and creating a just culture that empowers everyone to improve safety at work.
  - Civic Centre, Port Hawkesbury, NS
  - Approximately 46 attendees
  
- **December 12: Elisk+Nweyek - Weaving Together: CBLIP Partner Update**
  - The Cape Breton Local Immigration Partnership (CBLIP) hosted its sixth annual partner update event, *Elisk+Nweyek – Weaving Together*, on December 12, 2025, at the Membertou Trade and Convention Centre and online. The event brought together local organizations supporting newcomers, shared updates on CBLIP’s work, and featured reflections from Mi’kmaq, newcomer, and service provider perspectives, fostering connections and collaboration through storytelling, dialogue, and hands-on activities.
  - Membertou Trade & Convention Centre, Membertou, NS
  - Approximately 100 attendees in-person, and 25 online attendees.

## Project Updates – Economic Development:

- **Unama’ki – Cape Breton Business Insights Program** – Business Insights interviews continue to take place throughout Richmond County and the Town of Port Hawkesbury. The Business Insights Program will help the Cape Breton Partnership identify key opportunities, challenges, strengths, and concerns that matter most to our local business community. Information collected through the program will be compiled in the *Unama’ki – Cape Breton Business Insights Annual Report*. This report will guide the development of programs and support offered by the Cape Breton Partnership and will be shared directly with policy and decision-makers.
  
- **Development Supports and Studies** – Your Economic Development Officer and Cape Breton Partnership team members continue to work on projects supporting economic growth, as well as promoting investment and development opportunities. A ***Municipal Planning & Development Guide*** is completed and the document is made available to developers and builders seeking information on municipal processes, land use regulations, and development opportunities in the area.
  
- **Business and Entrepreneur Supports** – Continue to provide customized support for small and medium sized businesses and exploring entrepreneurs across Richmond County and the Town of Port Hawkesbury. The CB REN team is also available to support and guide individuals considering Richmond County and the Town of Port Hawkesbury as a place to invest and to do business.
  
- **Growing Port Hawkesbury Committee** – Attended committee meetings to support initiatives aimed at fostering local business growth and community development.

- **Strait of Canso Website** – Advanced into Phase II of the project, with work now focused on creating a targeted marketing strategy. New features include an interactive map showcasing port profiles and industry-specific content to highlight regional assets and attract investment.
- **CanExport Community Initiative** – Finalized a consulting firm to create the Foreign Direct Investment (FDI) strategy. The initiative emphasizes collaboration with economic development officers across Cape Breton to ensure a coordinated approach to attracting international investment.

## Project Updates – Green Energy Engagement Program:

- Onboarding with new EDC to highlight activities undertaken through the Green Energy Engagement Program and the energy sector more broadly.
- Facilitated the Manager, Energy Sector Development, to provide additional capacity and input for the QUEST Canada Net Zero Community Accelerator Program. This included participating in two Community Energy and Emissions Planning (CEEP) workshops, one in Port Hawkesbury and one in Richmond County, along with two virtual workshops focused on benchmark analysis for energy and emissions.
- Participated in the Canada Nova Scotia Offshore Energy Regulator workshop (CNSOER) on the Call for Information NS25 – 1R.
- Ongoing participation as an Executive Committee member of the Strait of Canso Offshore Wind Task Force.
- Working with Forward Creative on the Partnership’s Foreign Direct Investment Strategy, as energy is a priority investment sector for our region.
- Participated in Community of Practice with NS Dept. of Energy, Net Zero Atlantic, COVE, Discovery Centre, Atlantic Centre for Energy, and Skills NS, to discuss engagement efforts related to the energy transition across Nova Scotia.
- Working with the Department of Energy to amend our grant to focus on supply chain and workforce development activities related to the energy sector; wrapped up the Indigenous Engagement piece of our grant funding.
- Wrapped up the Women and Youth Technical Capacity for the Blue Economy (WYTEC Blue) with the DOTCAN Institute at the end of October, with final workshops being held at CBU.
- Investor Summit – just include me broadly as working/attending the event in however you present that
- Attended the 2025 Marine Renewables Canada Conference in Halifax from November 12-14, with over 700 attendees. Highlighted the importance of clear policy, streamlined permitting, grid readiness and offtake, with the Premier and Minister Fraser emphasizing government commitments to create enabling conditions for private investment. Discussions about supply chain gaps, workforce development needs, port capacity, and the importance of meaningful Indigenous participation were also noted.
- Attended the Strait Area Chamber of Commerce Fall Awards Dinner and Gala with other representatives from the Cape Breton Partnership.
- Presented to Indigenous Youth at the CEPI/UINR Sustainable Futures Youth Forum in Membertou, with a focus on how the GEEP has been undertaking engagement with communities about offshore wind energy. Participated in panel discussion with Efficiency NS and Cape Breton University.

## Project Updates – Creative Economy Development Officer:

- Provided support to the St. Peter’s “Kitchen Rackets” organization during Celtic Colours, co-hosting 2 events at the Bonnie Brae venue, and successfully connecting them to funding partners.
- Working with Richmond County on the “Pianocean” floating concert experience, coming to St. Peter’s in late July 2026, for four events.
- Developing, planning, and negotiating with potential film/TV opportunities for Richmond County, including a TV series set in a small fishing village being pitched to CBC.
- November 6, 2025: Launched the first annual Cape Breton Creative Awards with CBU utilizing an island-wide panel of judges, performers, nominees (including Richmond Artists Alliance, who attended the event), and winners (including Friends of St. John’s Church from Arichat). The plan moving forward is to host this event in other communities starting in 2026.
- Developing the island-wide Local Heritage Celebration Initiative, highlighting local museums in 2026.
- Providing support to the annual “Cabin Fever” concert series in Port Hawkesbury.

## Project Updates – People and Labour Force Attraction:

- Our Immigration Engagement Coordinator was out on medical leave for a period of time in Q3. This resulted in fewer files being completed and less event engagement during this quarter. Despite this, we are still meeting targets across our immigration programs.
- The **Connector Program** and **Welcome Network** underwent staffing changes: The Connector Program Coordinator role was filled internally, and a replacement Welcome Network Coordinator began on December 22nd, 2025. Both positions currently end in March 2026, pending extension with funders.

### IMMIGRATION ADVISORY SERVICES

- We soft-launched Immigration Access + in Q3, a pay-for-service immigration representation option, including materials at events and signing employers who contacted the Cape Breton Partnership. In Q4, we will broaden advertisement and reach of this initiative, providing the option for employers to have their applications handled for a fee. Two events in Unama’ki-Cape Breton are planned to advise employers on immigration changes, hiring and retention options, and promote Immigration Access +.
- 2 applications were submitted on behalf of employers, with 1 underway. Advisory services were provided in 13 cases.

### CAPE BRETON LOCAL IMMIGRATION PARTNERSHIP (CBLIP)

In Q3, the CBLIP implemented and moved forward with a number of events and initiatives, including:

- Finalizing the design and printing of the new CBLIP Theory of Change, Evaluation Pathway tool, and Year in Review document. The Year in Review can be found at [capebretonpartnership.com/cblip](https://capebretonpartnership.com/cblip).
- Attending the Pathways to Prosperity National Conference in Halifax, leading and participating in workshops on topics including: reconciliation in Mi'kma'ki, the CBLIP's work in Mi'kmaw-newcomer

relationship building, collaborative strategies in LIP evaluation, and building connection between francophone and anglophone service providers.

- The quarterly meeting of the CBLIP Council, held at the Port Hawkesbury Civic Centre, with a presentation from YREACH language services about the programs they offer.
- Hosting our sixth annual partner update event in Membertou: Elisk+Nweyek – Weaving Together – Tisser Ensemble. Event recording is available at [welcometocapebreton.ca/weaving-together](http://welcometocapebreton.ca/weaving-together)
- The quarterly meeting of the CBLIP Council, held in Sydney at the new Anchor Youth Space, with discussion on the upcoming biennial Immigrant Survey and the 2025 CBLIP Partner Update Event, scheduled for December 12<sup>th</sup> in Membertou.

## CAPE BRETON WELCOME NETWORK

- Volunteers engaged in multicultural socials, service fairs, and recurring events.
- Buddy Program launched, supporting newcomer integration.
- Hockey Canada partnership offered cultural and recreational opportunities for newcomers.

## CONNECTOR PROGRAM

- Maintained ongoing engagement with regional stakeholders and employer networks.

## LABOUR MARKET SUPPORT

- Due to analytics display error on the Cape Breton Job Board, we are unable to report the number of jobs posted this quarter; updates and fixes are planned for Q4. 32 employers in Richmond County and 16 in Port Hawkesbury have active accounts.

## Upcoming Events:

- **Regional Enterprise Network Provincial Conference** – The Cape Breton Partnership is currently planning the annual provincial REN conference, which will be hosted by the CBRM REN this spring.
- To be kept informed of all upcoming events as they unfold, follow the Cape Breton Partnership’s social channels or [subscribe to the Pulse Newsletter](#).

## Additional Information:



**Welcome to Cape Breton Website:** Additional Information on Living, Working, community profiles and economic data - can be found on the Welcome to Cape Breton website: <https://welcometocapebreton.ca/invest/invest-in-cape-breton-unamaki/cape-breton-unamaki-community-profiles/>



**TheStraitofCanso.ca Website:** [www.theStraitofcanso.ca](http://www.theStraitofcanso.ca) is managed by the Cape Breton Partnership, content built in collaboration with the Strait Area Chamber of Commerce, Invest NS, ACOA, and the Guysborough District Business Partnership.

**News and Updates** – Elevate Magazine, and articles from Pulse Newsletter, new podcasts, news releases and more can be found on our website here: <https://capebretonpartnership.com/cbp-news/>



**Want news in your inbox? Subscribe to Pulse!**

<https://capebretonpartnership.us14.list-manage.com/subscribe?u=5a27bb58874a3faa869009652&id=aaae9f5ca0>

Respectfully submitted by:

*Meghraj Solanki*

Meghraj Solanki  
Economic Development Coordinator –  
Richmond County & Town of Port Hawkesbury  
Cape Breton Partnership

Tyler Mattheis  
President and CEO  
Cape Breton Partnership

## Addendum(s):

- **CB REN Richmond County and Town of Port Hawkesbury Metrics (October 1 – December 31, 2025)**

---end report---

## Addendum I – CB REN Richmond County & Town of Port Hawkesbury Metrics

Activities	Q3 Metrics Q3 October 1st - December 31st, 2025		YTD Since April 1
	In Progress	Completed	Total Completed
<b>Business Support, Sustainability, &amp; Growth</b>	<b>Total: 4</b>	<b>Total: 0</b>	<b>Total: 6</b>
Business Retention & Expansion (BRE) Surveys Completed		0	1
Continuous Improvement & Business Advisory Services	3	0	1
Business Quick Support		0	3
Succession Planning & Support	0	0	0
New Businesses Supported in Navigating Resources	1	0	0
Microloan Participants	0	0	1
Other Business Support Services	0	0	0

<b>Major Projects &amp; Strategic Sector Support</b>	<b>Total: 2</b>	<b>Total: 0</b>	<b>Total: 0</b>
Sector Development Projects	1	0	0
Major Economic Development Projects	1	0	0

<b>Addressing Talent Needs (Labour &amp; Population)</b>	<b>Total: 1</b>	<b>Total: 7</b>	<b>Total: 42</b>
Projects Assessing Local Labour Market	0	0	0
Cape Breton Job Board Advertisements		0	16
Immigration Advisory Services	1	5	20
Immigration Applications Submitted	0	1	3
Business Immigration Quick Support		1	3

<b>Newcomer &amp; Talent Retention Programs</b>	<b>Total: 0</b>	<b>Total: 10</b>	<b>Total: 247</b>
Connector Program Matches	0	4	10
Newcomers Welcomed Through the Welcome Network	0	5	12
Local Immigration Partnership Members		0	217
Events Aimed at Talent Attraction & Retention		1	8
Other Activities Addressing Talent Needs	0	0	0

### Notes on Addendum 1:

- The data provided is sourced from our Insightly CRM software, representing each business advisory with a file. However, our actual engagement with the business community is broader, encompassing various supports like brief consultations and connections not always recorded in routine work.
- At times, CB REN Richmond County and Town of Port Hawkesbury Metrics may be less complete than

*normal due to the schedule of data availability not matching the schedule of council meeting calendars, and CB REN Staff's ability to input data prior to quarterly report production. If this is the case, year to date data in following quarterly reports will be adjusted to ensure accuracy.*

- *For the first half of 2026, two factors will affect the availability, accuracy, and format of metrics in Addendum 1 as we work to improve our service to Richmond County and Town of Port Hawkesbury:*
  - **CRM Upgrade:** The Cape Breton Partnership is transitioning from *Insightly CRM* to *Monday CRM* to improve operational effectiveness, accuracy, and workflow. During this time, some of the metrics may not be available until a new reporting matrix is created in Monday.
  - **Internal Process Strengthening:** The Partnership is working with Brad Jacobs of Charity Coach, who is on contracted as a fractional COO until early summer 2026. Brad is helping the partnership strengthen its internal capacity, focus our mission, mandate and activities, and better organize the Partnership's many services for the benefit of our partners. The continuation of this work, started in June of 2025, will have a positive impact on the work we deliver to Richmond County and Town of Port Hawkesbury, as well as the way we measure the work we deliver to Richmond County and Town of Port Hawkesbury.



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

**WARDEN**

February 4, 2026

Hon. John A. MacDonald, Minister  
Municipal Affairs  
PO Box 216  
Halifax, NS B3J 2K5

Dear Minister MacDonald,

On behalf of Municipal Council for the Municipality of the County of Richmond, I am writing to request amendments to the *Municipal Government Act* that would enable municipalities to offer property tax rebates and other tax-based incentives to developers pursuing affordable housing projects.

Council recognizes that municipalities are being asked to respond to growing housing pressures across a range of income levels and household types, while having limited financial tools available to influence project viability. While municipalities can address land-use bylaws and infrastructure considerations, the ability to use targeted tax incentives remains constrained under current legislation.

Providing municipalities with the authority to offer tax rebates or incentives, as appropriate, would create flexibility to support residential developments that respond to local needs, improve project feasibility, and encourage housing forms that serve residents. This would allow municipalities to apply locally defined criteria and safeguards, ensuring accountability and alignment with broader provincial objectives.

Council is further requesting that this matter be advanced as an advocacy item through the Nova Scotia Federation of Municipalities, recognizing that this issue is of shared interest across the province. Regional municipal partners are being copied on this correspondence.

Thank you for your consideration. Council would welcome further discussion on how legislative changes could provide municipalities with responsible, flexible tools to support affordable residential housing development across Nova Scotia.

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  
Juanita Spencer, CEO, Nova Scotia Federation of Municipalities  
Warden Bonny MacIsaac, Municipality of the County of Inverness  
Warden Jackie Organ, Municipality of the County of Victoria  
Mayor Brenda Chisholm-Beaton, Town of Port Hawkesbury  
Mayor Sean Cameron, Town of Antigonish  
Warden Nicholas MacInnis, Municipality of the County of Antigonish  
Tel: (902) 631-0332 Fax: (902) 226-1510 Email: [lois.landry@richmondcounty.ca](mailto:lois.landry@richmondcounty.ca)  
2357 Highway 206 P.O. Box 120 Arichat, Nova Scotia B0E 1A0  
[www.richmondcounty.ca](http://www.richmondcounty.ca)

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 1/1/2026 1/31/2026  
 Vendor ID First Last Chequebook ID GENERAL GENERAL  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
28583	00272	BOUDREAU, CLIFFORD	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28584	00329	CAUSEWAY ELECTRICAL SUPPLIES L	1/12/2026	GENERAL	PMCHQ00002628	\$ 26.63
28585	00701	LANDRY BROTHERS LTD.	1/12/2026	GENERAL	PMCHQ00002628	\$ 376.04
28586	00907	DOREY, SHELLY	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28587	01104	THE REPORTER	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,201.35
28588	01295	STRAIT SUPPLIES LIMITED	1/12/2026	GENERAL	PMCHQ00002628	\$ 963.68
28589	01309	SAMSON'S PLUMBING & HEATING	1/12/2026	GENERAL	PMCHQ00002628	\$ 181.24
28590	01643	BOUDREAU, CHRIS A.	1/12/2026	GENERAL	PMCHQ00002628	\$ 51.02
28591	01716	JOHNSON, GAIL	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28592	02071	WAMBOLT, ROBERT	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28593	03123	PETER COVIN'S CONTRACTING LTD.	1/12/2026	GENERAL	PMCHQ00002628	\$ 2,872.80
28594	03174	CHARLES FOREST CO-OP LTD.	1/12/2026	GENERAL	PMCHQ00002628	\$ 26.27
28595	04863	CBCI LIMITED	1/12/2026	GENERAL	PMCHQ00002628	\$ 9,611.91
28596	05002	ST. JOHN AMBULANCE	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,912.80
28597	05010	B & N DISTRIBUTORS LTD.	1/12/2026	GENERAL	PMCHQ00002628	\$ 112.16
28598	05460	LOUISDALE LIONS CLUB	1/12/2026	GENERAL	PMCHQ00002628	\$ 750.00
28599	07170	MORRIS, SONIA	1/12/2026	GENERAL	PMCHQ00002628	\$ 590.00
28600	08508	TELILE	1/12/2026	GENERAL	PMCHQ00002628	\$ 866.40
28601	10197	CARMICHAEL ENGINEERING LTD.	1/12/2026	GENERAL	PMCHQ00002628	\$ 742.14
28602	10529	DESJARDINS FINAN.SECURITY	1/12/2026	GENERAL	PMCHQ00002628	\$ 36,755.24
28603	10991	ROBIN'S DONUTS	1/12/2026	GENERAL	PMCHQ00002628	\$ 20.00
28604	11208	MORRISON, STACEY	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28605	11568	MACNEIL, STEVE	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28606	15381	IRONFLOW TECHNOLOGIES INC	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,071.23
28607	15807	ANDERSON, LANCE	1/12/2026	GENERAL	PMCHQ00002628	\$ 100.00
28608	17985	EMM LAW INCORPORATED	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,897.21
28609	18673	BOUDREAU, RONALDA	1/12/2026	GENERAL	PMCHQ00002628	\$ 59.44
28610	19886	JANKULOSKI, JASON	1/12/2026	GENERAL	PMCHQ00002628	\$ 225.00
28611	19887	HUSSEY, RANDALL	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28612	19888	BOOHER, DOROTHY	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28613	21784	FORD, JEROME W.	1/12/2026	GENERAL	PMCHQ00002628	\$ 237.50
28614	24589	THE ROLLING PHONES INC.	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,022.66
28615	25048	AGAT LABORATORIES LTD	1/12/2026	GENERAL	PMCHQ00002628	\$ 4,980.47
28616	25889	AA CLEANING SOLUTIONS INC.	1/12/2026	GENERAL	PMCHQ00002628	\$ 627.00
28617	26042	L'ARDOISE COMMUNITY CENTRE	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,100.00
28618	28207	MARCHAND, BRIAN	1/12/2026	GENERAL	PMCHQ00002628	\$ 243.81
28619	29115	BOUDREAU TESSA	1/12/2026	GENERAL	PMCHQ00002628	\$ 210.00
28620	29387	COTTON, SHAUNA	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28621	29388	POTTIE, ADAM	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28622	29706	LANDRY, BLAINE	1/12/2026	GENERAL	PMCHQ00002628	\$ 100.00
28623	29707	PIERCE, TONIE	1/12/2026	GENERAL	PMCHQ00002628	\$ 100.00
28624	30049	JESTY, PAULA	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28625	30510	I.B. STOREY INC	1/12/2026	GENERAL	PMCHQ00002628	\$ 10,904.50
28626	30808	CAMPBELL, LIZ	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28627	31050	NSGEU	1/12/2026	GENERAL	PMCHQ00002628	\$ 2,056.50
28628	31057	B&F ELECTRICAL LTD	1/12/2026	GENERAL	PMCHQ00002628	\$ 23,541.00
28629	31097	CKG ELEVATOR LTD	1/12/2026	GENERAL	PMCHQ00002628	\$ 484.50
28630	31113	MURY, NATASHA	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28631	31925	SAMPSON, SHARLA	1/12/2026	GENERAL	PMCHQ00002628	\$ 89.99
28632	35063	RADIO, A DIV OF BELL MOBILITY	1/12/2026	GENERAL	PMCHQ00002628	\$ 68.40
28633	35165	MAPLE SIGNS & ENGRAVING	1/12/2026	GENERAL	PMCHQ00002628	\$ 26.22
28634	35174	MARCELLUS, STEVEN	1/12/2026	GENERAL	PMCHQ00002628	\$ 74.74
28635	35785	MURY, SHANNON	1/12/2026	GENERAL	PMCHQ00002628	\$ 83.77
28636	35789	STEWART, JULISSA	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28637	35807	PROPERTY VALUA. SERV.CORP	1/12/2026	GENERAL	PMCHQ00002628	\$ 71,813.07
28638	36502	ATLANTIC DIGITAL REPRODUCTIONS	1/12/2026	GENERAL	PMCHQ00002628	\$ 4,944.86

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
28639	36609	STRAIT AREA TRANSIT CO-OPERATI	1/12/2026	GENERAL	PMCHQ00002628	\$ 25,000.00
28640	37151	CANOE PROCUREMENT GROUP OF CAN	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,338.82
28641	38164	ST. PETER'S UNITED CHURCH	1/12/2026	GENERAL	PMCHQ00002628	\$ 4,470.00
28642	38171	AWP SAFETY	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,816.93
28643	38466	CANADIAN ASSOCIATION OF	1/12/2026	GENERAL	PMCHQ00002628	\$ 632.70
28644	38712	CANAL HOLDINGS LTD	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,231.20
28645	38962	SEAL COVE HOLDING	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,685.38
28646	39151	RICHARD PEST SOLUTIONS	1/12/2026	GENERAL	PMCHQ00002628	\$ 175.00
28647	39472	FOUGERE, LESTER	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28648	40061	DIGGDON, RODNEY	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28649	41604	4333938 NS LTD	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,020.43
28650	41742	DIGOUT, BILLY	1/12/2026	GENERAL	PMCHQ00002628	\$ 225.00
28651	41905	CAMPBELL, JOHN	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28652	42103	DAVID, DYLAN	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,800.00
28653	42530	OFFICE INTERIORS	1/12/2026	GENERAL	PMCHQ00002628	\$ 560.94
28654	43648	SAUNDERS EQUIPMENT LTD	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,258.85
28655	45051	COTTON ROBBIN	1/12/2026	GENERAL	PMCHQ00002628	\$ 300.00
28656	45241	DOYLE, WAYNE	1/12/2026	GENERAL	PMCHQ00002628	\$ 20.00
28657	45366	DITTRICK, DONNA	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28658	45705	LONG POINT SERVICES SEPTIC DIV	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,824.00
28659	45791	MACDOUGALL, JESSICA	1/12/2026	GENERAL	PMCHQ00002628	\$ 150.00
28660	46450	DAVID, SHELLEY	1/12/2026	GENERAL	PMCHQ00002628	\$ 42.24
28661	46825	RONA ARICHAT	1/12/2026	GENERAL	PMCHQ00002628	\$ 165.00
28662	46884	3285522 NOVA SCOTIA LIMITED	1/12/2026	GENERAL	PMCHQ00002628	\$ 749.08
28663	47023	BOUDREAU, BRANDON	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,800.00
28664	48008	MCNAMARA, JOE	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28665	48081	ATHLETICA SPORT SYSTEMS INC	1/12/2026	GENERAL	PMCHQ00002628	\$ 1,577.60
28666	48128	POAN, TARA	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28667	48318	LANDRY, DOUG	1/12/2026	GENERAL	PMCHQ00002628	\$ 300.00
28668	48618	PUBLIC PROSECUTION SERVICE	1/12/2026	GENERAL	PMCHQ00002628	\$ 6,900.00
28669	49005	BOUDREAU, CHANTAL	1/12/2026	GENERAL	PMCHQ00002628	\$ 75.00
28670	07170	MORRIS, SONIA	1/12/2026	GENERAL	PMCHQ00002629	\$ 150.00
28671	00701	LANDRY BROTHERS LTD.	1/16/2026	GENERAL	PMCHQ00002634	\$ 136.80
28672	01104	THE REPORTER	1/16/2026	GENERAL	PMCHQ00002634	\$ 309.58
28673	01961	MARTEL, TRISTAN	1/16/2026	GENERAL	PMCHQ00002634	\$ 3.68
28674	02240	JEANTIE'S MINI MART	1/16/2026	GENERAL	PMCHQ00002634	\$ 176.21
28675	03174	CHARLES FOREST CO-OP LTD.	1/16/2026	GENERAL	PMCHQ00002634	\$ 2,078.68
28676	04863	CBCL LIMITED	1/16/2026	GENERAL	PMCHQ00002634	\$ 18,468.00
28677	06200	ISLE MADAME IFIT CENTRE	1/16/2026	GENERAL	PMCHQ00002634	\$ 450.00
28678	08508	TELILE	1/16/2026	GENERAL	PMCHQ00002634	\$ 866.40
28679	10011	DE LAGE LANDEN FINANCIAL SERVI	1/16/2026	GENERAL	PMCHQ00002634	\$ 205.20
28680	15806	ACWWA	1/16/2026	GENERAL	PMCHQ00002634	\$ 1,567.50
28681	16841	JAMIE MACKAY TRUCKING	1/16/2026	GENERAL	PMCHQ00002634	\$ 11,491.49
28682	17091	SULLIVAN FUELS	1/16/2026	GENERAL	PMCHQ00002634	\$ 5,426.27
28683	20010	DANMAC LUMBER & HARDWARE	1/16/2026	GENERAL	PMCHQ00002634	\$ 639.22
28684	24988	HIGHLAND BEVERAGES 2004 LTD.	1/16/2026	GENERAL	PMCHQ00002634	\$ 36.00
28685	29166	FRASER ALEXANDER RONALD	1/16/2026	GENERAL	PMCHQ00002634	\$ 1,553.75
28686	35092	MARY ANNE LEBLANC	1/16/2026	GENERAL	PMCHQ00002634	\$ 180.00
28687	35138	GFL ENVIRONMENTAL SERVICES INC	1/16/2026	GENERAL	PMCHQ00002634	\$ 27,012.88
28688	35785	MURY, SHANNON	1/16/2026	GENERAL	PMCHQ00002634	\$ 100.57
28689	39187	STRAIT REGIONAL CENTRE FOR EDU	1/16/2026	GENERAL	PMCHQ00002634	\$ 296,454.18
28690	44180	BURCHELL WICKWIRE BRYSON LLP	1/16/2026	GENERAL	PMCHQ00002634	\$ 152.19
28691	46825	RONA ARICHAT	1/16/2026	GENERAL	PMCHQ00002634	\$ 67.51
28692	48160	LANMAR DEVELOPMENTS LTD.	1/16/2026	GENERAL	PMCHQ00002634	\$ 436.46
28693	49382	ARTHUR J. GALLAGHER CANADA LIM	1/16/2026	GENERAL	PMCHQ00002634	\$ 98,853.00
28694		MGA Section 480(3)(c)	1/22/2026	GENERAL	PMCHQ00002638	\$ 200.00
28695		MGA Section 480(3)(c)	1/22/2026	GENERAL	PMCHQ00002638	\$ 200.00
28696		MGA Section 480(3)(c)	1/22/2026	GENERAL	PMCHQ00002638	\$ 200.00
28697		MGA Section 480(3)(c)	1/22/2026	GENERAL	PMCHQ00002638	\$ 200.00
28698		MGA Section 480(3)(c)	1/22/2026	GENERAL	PMCHQ00002638	\$ 200.00
28699		MGA Section 480(3)(c)	1/22/2026	GENERAL	PMCHQ00002638	\$ 200.00
28700	00701	LANDRY BROTHERS LTD.	1/22/2026	GENERAL	PMCHQ00002639	\$ 53.26
28701	01104	THE REPORTER	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,135.12

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
28702	01295	STRAIT SUPPLIES LIMITED	1/22/2026	GENERAL	PMCHQ00002639	\$ 656.73
28703	01449	K & A ELECTRIC LTD.	1/22/2026	GENERAL	PMCHQ00002639	\$ 17,100.00
28704	03123	PETER COVIN'S CONTRACTING LTD.	1/22/2026	GENERAL	PMCHQ00002639	\$ 16,369.05
28705	03824	FROST, CECIL J.	1/22/2026	GENERAL	PMCHQ00002639	\$ 80.00
28706	04800	FIRE SERVICE ASSOCIATION	1/22/2026	GENERAL	PMCHQ00002639	\$ 900.00
28707	06696	OMNITECH INC.	1/22/2026	GENERAL	PMCHQ00002639	\$ 9,238.56
28708	09415	ACKLANDS-GRAINGER INC.	1/22/2026	GENERAL	PMCHQ00002639	\$ 156.84
28709	11908	CANADA POST CORPORATION	1/22/2026	GENERAL	PMCHQ00002639	\$ 3,354.44
28710	12563	LA PICASSE CENTRE COMMUNAUTAIR	1/22/2026	GENERAL	PMCHQ00002639	\$ 750.00
28711	14486	ST. PETER'S HOME HARDWARE	1/22/2026	GENERAL	PMCHQ00002639	\$ 322.96
28712	15644	LYNK ELECTRIC LIMITED	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,171.35
28713	17091	SULLIVAN FUELS	1/22/2026	GENERAL	PMCHQ00002639	\$ 603.49
28714	25667	ST. PETER'S - GRAND RIVER - LO	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,520.00
28715	29115	BOUDREAU TESSA	1/22/2026	GENERAL	PMCHQ00002639	\$ 720.00
28716	30600	PARTS CONNECTION	1/22/2026	GENERAL	PMCHQ00002639	\$ 104.65
28717	35084	ACADIAVILLE COMMUNITY	1/22/2026	GENERAL	PMCHQ00002639	\$ 762.15
28718	35147	ROCKDALE ELECTRIC LTD	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,368.00
28719	35174	MARCELLUS, STEVEN	1/22/2026	GENERAL	PMCHQ00002639	\$ 232.87
28720	35289	GAP TRUCKING	1/22/2026	GENERAL	PMCHQ00002639	\$ 5,742.75
28721	36528	CANADIAN TIRE	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,117.18
28722	37151	CANOE PROCUREMENT GROUP OF CAN	1/22/2026	GENERAL	PMCHQ00002639	\$ 221.71
28723	37399	ST-PETER'S AUTOMOTIVE LIMITED	1/22/2026	GENERAL	PMCHQ00002639	\$ 39.85
28724	38229	CAPSC SAFETY SERVICES	1/22/2026	GENERAL	PMCHQ00002639	\$ 605.00
28725	40145	TOROMONT CAT (MARITIMES)	1/22/2026	GENERAL	PMCHQ00002639	\$ 314.50
28726	40827	BABIN, RENE	1/22/2026	GENERAL	PMCHQ00002639	\$ 137.33
28727	41114	PROVINCE OF NOVA SCOTIA	1/22/2026	GENERAL	PMCHQ00002639	\$ 48,936.00
28728	41521	RIVER BOURGEOIS MARINERS SOCIE	1/22/2026	GENERAL	PMCHQ00002639	\$ 750.00
28729	41604	4333938 NS LTD	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,152.36
28730	46302	ASSOCIATION OF MUNICIPAL	1/22/2026	GENERAL	PMCHQ00002639	\$ 1,243.43
28731	46825	RONA ARICHAT	1/22/2026	GENERAL	PMCHQ00002639	\$ 30.64
28732	31049	SILLAK ERIKA	1/27/2026	GENERAL	PMCHQ00002640	\$ 44,599.40
28733	00329	CAUSEWAY ELECTRICAL SUPPLIES L	1/30/2026	GENERAL	PMCHQ00002644	\$ 432.44
28734	00701	LANDRY BROTHERS LTD.	1/30/2026	GENERAL	PMCHQ00002644	\$ 131.90
28735	01295	STRAIT SUPPLIES LIMITED	1/30/2026	GENERAL	PMCHQ00002644	\$ 174.81
28736	01449	K & A ELECTRIC LTD.	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,518.46
28737	02488	DILLON CONSULTING	1/30/2026	GENERAL	PMCHQ00002644	\$ 28,530.85
28738	03174	CHARLES FOREST CO-OP LTD.	1/30/2026	GENERAL	PMCHQ00002644	\$ 25.48
28739	03484	MINISTER OF FINANCE	1/30/2026	GENERAL	PMCHQ00002644	\$ 31.00
28740	04320	NOVA SCOTIA MINISTER OF FINANC	1/30/2026	GENERAL	PMCHQ00002644	\$ 100.00
28741	06696	OMNITECH INC.	1/30/2026	GENERAL	PMCHQ00002644	\$ 326.04
28742	08656	THE ISLAND NEST RESTAURANT LIM	1/30/2026	GENERAL	PMCHQ00002644	\$ 162.63
28743	10197	CARMICHAEL ENGINEERING LTD.	1/30/2026	GENERAL	PMCHQ00002644	\$ 707.94
28744	10401	SPEEDY GLASS, SIGNS & ACCESSOR	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,681.49
28745	10991	ROBIN'S DONUTS	1/30/2026	GENERAL	PMCHQ00002644	\$ 5.00
28746	13722	CANSO FORD SALES LTD.	1/30/2026	GENERAL	PMCHQ00002644	\$ 20.71
28747	15229	SUPERIOR PROPANE	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,343.54
28748	15644	LYNK ELECTRIC LIMITED	1/30/2026	GENERAL	PMCHQ00002644	\$ 56,370.24
28749	19828	MAC MOTORS LTD.	1/30/2026	GENERAL	PMCHQ00002644	\$ 187.19
28750	27186	RUDDERHAN'S OVERHEAD DOORS	1/30/2026	GENERAL	PMCHQ00002644	\$ 837.90
28751	29742	FELIX MARCHAND EDUCATION	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,000.00
28752	31057	B&F ELECTRICAL LTD	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,708.86
28753	33120	APPLESEED ENERGY	1/30/2026	GENERAL	PMCHQ00002644	\$ 103,476.00
28754	37621	MPWWA	1/30/2026	GENERAL	PMCHQ00002644	\$ 188.54
28755	38712	CANAL HOLDINGS LTD	1/30/2026	GENERAL	PMCHQ00002644	\$ 564.30
28756	38717	CAPE NOVA ELECTRICAL SUPPLIES	1/30/2026	GENERAL	PMCHQ00002644	\$ 247.08
28757	39051	BERRN CONSULTING	1/30/2026	GENERAL	PMCHQ00002644	\$ 163.20
28758	39527	RICHMOND RIZE VOLLEYBALL ASSOC	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,000.00
28759	40145	TOROMONT CAT (MARITIMES)	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,277.94
28760	41604	4333938 NS LTD	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,344.23
28761	43652	SANTANA CONTRACTING LTD	1/30/2026	GENERAL	PMCHQ00002644	\$ 23,989.46
28762	45764	ROYAL CANADIAN LEGION BR 150	1/30/2026	GENERAL	PMCHQ00002644	\$ 500.00
28763	46825	RONA ARICHAT	1/30/2026	GENERAL	PMCHQ00002644	\$ 1,033.73
28764	46884	3285522 NOVA SCOTIA LIMITED	1/30/2026	GENERAL	PMCHQ00002644	\$ 488.76

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
-----						-----
Total Cheques:	182				Total Amount of Cheques:	\$ 1,099,264.63 =====

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 1/1/2026 1/31/2026  
 Vendor ID First Last Chequebook ID ONLINE UTILITY ONLINE UTILITY  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
380	01023	NOVA SCOTIA POWER INC.	1/8/2026	ONLINE UTILITY	PMCHQ00002626	\$ 3,333.89
381	01023	NOVA SCOTIA POWER INC.	1/22/2026	ONLINE UTILITY	PMCHQ00002635	\$ 5,984.55
382	00825	BELL ALIANT	1/29/2026	ONLINE UTILITY	PMCHQ00002642	\$ 388.23
383	34886	EASTLINK	1/29/2026	ONLINE UTILITY	PMCHQ00002642	\$ 161.82
Total Cheques: 4						Total Amount of Cheques: \$ 9,868.49

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 1/1/2026 1/31/2026  
 Vendor ID First Last Chequebook ID WATER WATER  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
3411	03824	FROST, CECIL J.	1/9/2026	WATER	PMCHQ00002627	\$ 563.03
3412	15202	ATLANTIC PURIFICATION SYSTEMS	1/9/2026	WATER	PMCHQ00002627	\$ 2,514.84
3413	15229	SUPERIOR PROPANE	1/9/2026	WATER	PMCHQ00002627	\$ 1,948.94
3414	19315	BRENNTAG CANADA INC	1/9/2026	WATER	PMCHQ00002627	\$ 4,428.22
3415	19343	RADWELL INTERNATIONAL CANADA	1/9/2026	WATER	PMCHQ00002627	\$ 1,580.77
3416	19809	BUREAU VERITAS CANADA (2019) I	1/9/2026	WATER	PMCHQ00002627	\$ 737.36
3417	25048	AGAT LABORATORIES LTD	1/9/2026	WATER	PMCHQ00002627	\$ 2,094.28
3418	26204	MCLENNAN SALES	1/9/2026	WATER	PMCHQ00002627	\$ 1,228.92
3419	45705	LONG POINT SERVICES SEPTIC DIV	1/9/2026	WATER	PMCHQ00002627	\$ 684.00
3420	46625	SCP DISTRIBUTORS CANADA INC.	1/9/2026	WATER	PMCHQ00002627	\$ 3,489.68
3421	46825	RONA ARICHAT	1/9/2026	WATER	PMCHQ00002627	\$ 57.73
3422	01686	T. SAMPSON & SONS BACKHOE AND	1/15/2026	WATER	PMCHQ00002633	\$ 675.45
3423	15229	SUPERIOR PROPANE	1/15/2026	WATER	PMCHQ00002633	\$ 169.86
3424	00701	LANDRY BROTHERS LTD.	1/22/2026	WATER	PMCHQ00002637	\$ 104.38
3425	01295	STRAIT SUPPLIES LIMITED	1/22/2026	WATER	PMCHQ00002637	\$ 49.68
3426	03549	MBW COURIER INC.	1/22/2026	WATER	PMCHQ00002637	\$ 237.93
3427	03824	FROST, CECIL J.	1/22/2026	WATER	PMCHQ00002637	\$ 91.18
3428	04863	CBCL LIMITED	1/22/2026	WATER	PMCHQ00002637	\$ 7,862.01
3429	05612	AMERICAN WATER WORKS ASSOCIATI	1/22/2026	WATER	PMCHQ00002637	\$ 523.00
3430	15229	SUPERIOR PROPANE	1/22/2026	WATER	PMCHQ00002637	\$ 238.20
3431	19809	BUREAU VERITAS CANADA (2019) I	1/22/2026	WATER	PMCHQ00002637	\$ 1,106.04
3432	24988	HIGHLAND BEVERAGES 2004 LTD.	1/22/2026	WATER	PMCHQ00002637	\$ 74.00
3433	25048	AGAT LABORATORIES LTD	1/22/2026	WATER	PMCHQ00002637	\$ 403.56
3434	36109	ACADIA BROADCASTING LTD	1/22/2026	WATER	PMCHQ00002637	\$ 88.92
3435	45705	LONG POINT SERVICES SEPTIC DIV	1/22/2026	WATER	PMCHQ00002637	\$ 684.00
3436	00701	LANDRY BROTHERS LTD.	1/29/2026	WATER	PMCHQ00002643	\$ 62.68
3437	01295	STRAIT SUPPLIES LIMITED	1/29/2026	WATER	PMCHQ00002643	\$ 1,600.28
3438	07285	SANSOM EQUIPMENT LTD.	1/29/2026	WATER	PMCHQ00002643	\$ 1,332.16
3439	15202	ATLANTIC PURIFICATION SYSTEMS	1/29/2026	WATER	PMCHQ00002643	\$ 131.16
3440	15229	SUPERIOR PROPANE	1/29/2026	WATER	PMCHQ00002643	\$ 1,415.81
3441	19315	BRENNTAG CANADA INC	1/29/2026	WATER	PMCHQ00002643	\$ 4,365.52
3442	19809	BUREAU VERITAS CANADA (2019) I	1/29/2026	WATER	PMCHQ00002643	\$ 368.68
3443	37621	MPWWA	1/29/2026	WATER	PMCHQ00002643	\$ 94.26
3444	38171	AWP SAFETY	1/29/2026	WATER	PMCHQ00002643	\$ 1,089.84
3445	45144	SOURCE ATLANTIC	1/29/2026	WATER	PMCHQ00002643	\$ 124.90
3446	46825	RONA ARICHAT	1/29/2026	WATER	PMCHQ00002643	\$ 14.58

Total Cheques: 36

Total Amount of Cheques: \$ 42,235.85  
 =====

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 1/1/2026 1/31/2026  
 Vendor ID First Last Chequebook ID ONLINE PAYMENTS ONLINE PAYMENTS  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
1486	00825	BELL ALIANT	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 35.51
1487	01023	NOVA SCOTIA POWER INC.	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 47,367.13
1488	01090	RECEIVER GEN. FOR CANADA	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 49,548.80
1489	10010	TELUS HEALTH	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 26,153.86
1490	20265	ROYAL BANK VISA	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 7,421.50
1491	36914	ROGERS COMMUNICATIONS CANADA I	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 1,722.30
1492	39100	DIRECTOR OF MAINTENANCE ENFORC	1/8/2026	ONLINE PAYMENTS	PMCHQ00002625	\$ 683.22
1493	42102	TELUS	1/12/2026	ONLINE PAYMENTS	PMCHQ00002630	\$ 618.45
1494	20265	ROYAL BANK VISA	1/14/2026	ONLINE PAYMENTS	PMCHQ00002631	\$ 13,860.44
1495	01090	RECEIVER GEN. FOR CANADA	1/15/2026	ONLINE PAYMENTS	PMCHQ00002632	\$ 43,526.67
1496	39100	DIRECTOR OF MAINTENANCE ENFORC	1/15/2026	ONLINE PAYMENTS	PMCHQ00002632	\$ 341.61
1497	01023	NOVA SCOTIA POWER INC.	1/22/2026	ONLINE PAYMENTS	PMCHQ00002636	\$ 5,842.09
1498	34886	EASTLINK	1/22/2026	ONLINE PAYMENTS	PMCHQ00002636	\$ 869.82
1499	39100	DIRECTOR OF MAINTENANCE ENFORC	1/22/2026	ONLINE PAYMENTS	PMCHQ00002636	\$ 341.61
1500	00825	BELL ALIANT	1/29/2026	ONLINE PAYMENTS	PMCHQ00002641	\$ 1,239.68
1501	01023	NOVA SCOTIA POWER INC.	1/29/2026	ONLINE PAYMENTS	PMCHQ00002641	\$ 3,375.70
1502	01090	RECEIVER GEN. FOR CANADA	1/29/2026	ONLINE PAYMENTS	PMCHQ00002641	\$ 36,485.46
1503	01457	BELL MOBILITY INC.	1/29/2026	ONLINE PAYMENTS	PMCHQ00002641	\$ 771.64
1504	39100	DIRECTOR OF MAINTENANCE ENFORC	1/29/2026	ONLINE PAYMENTS	PMCHQ00002641	\$ 341.61

Total Cheques: 19

Total Amount of Cheques: \$ 240,547.10  
 =====



# Action List 2022-2026

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status
118	<b>Committee Terms of Reference</b> /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Immediate	In Progress
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	Immediate	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	Immediate	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	CAO	Immediate	In Progress
545	<b>Service Connections for accessory dwellings on lots that are able to be subdivided</b> / that Council direct staff to explore possible revisions to current utility regulations around the hookup of secondary units on the same property, including lots that can be subdivided and those that can not.	5-27-2025	CAO/Director of Public Works	Immediate	In Progress
575	<b>Tax Exemption By-law (By-law 56)</b> / that Council accept the recommendation of the Committee of the Whole and refer By-law 56 to staff for investigation into the current status of the organizations listed, look at best practises, and potentially some incentives to help with the appeal or review of assessments.	06-24-2025	Director of Finance	Immediate	Complete
597	<b>Acadiaville Community Centre Society – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500</b> / that Council approve the Acadiaville Community Centre Society grant application for the Tier 2 Community Grant Fund in the amount of \$7,500, to be allocated from as follows: \$500 from the District 1 Funds, \$1,000 from the District 2 Funds, and \$6,000 from the Regional Fund.	07-22-2025	Director of Finance	Immediate	Complete
598	<b>L'Ardoise Jolly Club – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$6,726</b> / that Council approve the L'Ardoise Jolly Club grant application for the Tier 2 Community Grant Fund in the amount of \$1,000, to be allocated from the District 5 Funds.	07-22-2025	Director of Finance	Immediate	Complete

599	<b>Grand River Presbyterian Church – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500</b> / that Council approve the Grand River Presbyterian Church grant application for the Tier 2 Community Grant Fund in the amount of \$7,000, to be allocated as follows: \$3,000 from the District 5 Funds, and \$4,000 from the Regional Fund.	07-22-2025	Director of Finance	Immediate	<b>Complete</b>
600	<b>Village on the Canal Association – Re: Grant application for the Tier 3 Waterfront Development Grant Funds in the amount of \$20,000</b> / that Council approve the Village on the Canal Association grant application for the Tier 3 Waterfront Development Grant Fund in the amount of \$20,000, to be allocated from the Canada Community Building Fund (CCBF), subject to assessment by staff as to the project's eligibility.	07-22-2025	Director of Finance	Immediate	<b>Complete</b>
601	<b>St. Peter's Pirate Association – Sponsorship Request</b> / that Council approve the St. Peter's Pirate Association sponsorship request in the amount of \$500, to be allocated from the Sponsorship budget.	07-22-2025	Director of Finance	Immediate	<b>Complete</b>
602	<b>Request for a letter/affidavit from Cam Samson, Dundee Hills Vacation Village</b> / that Council authorize the Warden to write a letter of support for Phases 1 to 3 of the Bareland Condominium as a grandfathered campground use, and further, to provide a letter of support in principle for an expansion to the condominium, Phases 4 to 7, subject to amendments to the bylaws.	07-22-2025	Warden	Immediate	<b>Complete</b>
603	<b>ABCC Citizen Appointments</b> / that Council appoint Katie Cave to the Bras d'Or Lake Biosphere Regional Board and Adam Frederick Pottie to the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee.	09-23-2025	Municipal Clerk	Immediate	<b>Complete</b>
604	<b>Taxi License</b> / that Council accept the recommendation of the Committee of the Whole and approve the taxi license and taxi driver's license application for Willie's Taxi as discussed in camera.	09-23-2025	Municipal Clerk	Immediate	<b>Complete</b>
605	<b>Recreation Nova Scotia Conference Sponsorship</b> / that Council accept the recommendation of the Committee of the Whole and accept the staff recommendation to sponsor the Recreation Nova Scotia Conference at the Silver Sponsor level of \$1,000.00, and be allocated from the Sponsorship Budget.	09-23-2025	Director of Finance	Immediate	<b>Complete</b>
606	<b>Admin Opps Report - Richmond Arena updates</b> /that Council accept the recommendation of the Committee of the Whole and direct staff to investigate all possible funding opportunities for the repairs to the Richmond Arena.	09-23-2025	CAO	Immediate	<b>Complete</b>
607	<b>Global Media and Information Literacy Week Proclamation</b> / that Council accept the recommendation of the Committee of the Whole and proclaim October 24-31, 2025, as Global Media and Information Literacy Week.	09-23-2025	Municipal Clerk	Immediate	<b>Complete</b>
608	<b>CDÉNE, regarding the Celebration Isle Madame</b> / that Council accept the recommendation of the Committee of the Whole and authorize the Warden to provide a letter of support regarding the Celebration Isle Madame, following a conversation with CDÉNE to explore any opportunities to expand or include other Acadian communities in the broader Richmond County area.	09-23-2025	Warden	Immediate	<b>Complete</b>
609	<b>Hands-Free Cell Phone Policy</b> / that Council accept the recommendation of the By-law/Policy Committee and repeal the Hands-Free Cell Phone Policy.	09-23-2025	Municipal Clerk	Immediate	<b>Complete</b>
610	<b>Dundee Hills Development Wastewater Management District By-law, By-law #64</b> / that Council accept the recommendation of the By-law/Policy Committee and proceed with the repeal process of the Dundee Hills Development Wastewater Management District By-law, By-law #64. <b>First Reading Approval: 09/23/2025</b>	09-23-2025	Municipal Clerk	Immediate	<b>Complete</b>

611	<b>Updated appendices of the Comfort Centres Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and adopt the following updated appendices to the Comfort Centre Policy: Appendix B: List of MOCR Comfort Centres and Appendix B1: Comfort Centres Map.	09-23-2025	Municipal Clerk	Immediate	Complete
612	<b>Low Income Exemption Program Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and adopt the amendments to the Low Income Tax Exemption Program Policy as presented, with the addition of a revision to the policy title by inserting the word “Property” before the word “Tax”.	09-23-2025	Municipal Clerk	Immediate	Complete
613	<b>Low Income Property Tax Exemption Program/</b> that Council accept the recommendation of the By-law/Policy Committee and set the household income threshold at \$30,000 and the property tax exemption amount at \$200 for the Low Income Property Tax Exemption	09-23-2025	Municipal Clerk	Immediate	Complete
614	<b>Municipal Fees Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and adopt the Municipal Fees Policy as presented.	09-23-2025	Municipal Clerk	Immediate	Complete
615	<b>By-law/Policy Working List: Policy and Discussion Sections/</b> that Council accept the recommendation of the By-law/Policy Committee and remove Item 21 (Heritage By-law) and Item 22 (Heritage Property Designation Policy) from the Working List. - that Council accept the recommendation of the By-law/Policy Committee and remove Item 5 (Roaming Farm Animals) and Item 6 (Animal By-law) from the Working List.	09-23-2025	Municipal Clerk	Immediate	Complete
616	<b>PAC Review of Action Items/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to implement a standing agenda item titled “Review of Action Items”	09-23-2025	Municipal Clerk	Immediate	Complete
617	<b>Nova Scotia Department of Agriculture's municipal survey/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct the Director of EDPC to participate in the Municipal Survey on Agriculture in Planning.	09-23-2025	Municipal Clerk	Immediate	Complete
618	<b>Evacuation plan for the Richmond Arena for snow loads/</b> that Council accept the recommendation of the Recreation Advisory Committee and that staff be directed to prepare a communication and evacuation plan to address the potential to have to close the arena to the public if the snow load on the roof of the Richmond Arena reaches 24 pounds per square foot (psf).	09-23-2025	CAO	Immediate	Complete
619	<b>Appointment of Auditors/</b> that Council accept the recommendation of the Audit Committee and send out a request for proposal (RFP) for auditors. Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the main motion be amended to add the words “ for the term of five (5) years” after the word auditors.	09-23-2025	Director of Finance	Immediate	Complete
620	<b>Year Ending March 31, 2025 Financial Statements/</b> that Council accept the recommendation of the Audit Committee and approve the draft financial statements of the Municipality for the year ended March 31, 2025, as presented, with the non-substantive changes as discussed.	09-23-2025	Director of Finance	Immediate	Complete
621	<b>Dry Hydrant Policy and Priority List/</b> that Council accept the recommendation of the Fire Protection Services Committee and direct staff to investigate a Dry Hydrant installation in Cleveland (County Line Road/Riverside Road and Hwy 4 – Southeast side of bridge).	09-23-2025	CAO/Director of Public Works	Immediate	In Progress
622	<b>GRID funding application/</b> that Council support an application to the Province’s GRID program for the Louisdale Water Distribution System Renewal Project at a total cost of \$500,000, with 50% proposed to be funded by the Utility Depreciation Fund and 50% through the GRID program.	09-23-2025	Director of Public Works	Immediate	Complete

623	<b>ABCC Appointments/</b> that Council appoint Randall Hussey and Dorothy Booher to the Source Water Protection Advisory Committee; Paula Jesty to the Audit Committee; Jason Jankuloski to the By-law/Policy Committee; Jessica MacDougall to the IDEA Committee; Doug Landry to the RCMP Advisory Board; Daphne Campbell, Natasha Mury, Julisa Stewart, Joe McNamara, Isaiah Bernard and Rodney Diggdon to the Recreation Advisory Committee; Liz Campbell, Steve MacNeil and Robert Wambolt to the Richmond Villa Board; Josie Robinson to the Eastern Counties Regional Library Board; FURHTERMOVE, appoint Councillor Brian Marchand as Councillor representative to the Source Water Protection Advisory Committee; and FURTHERMOVE, that staff re-advertise for the vacant positions on the Cape Breton Local Immigration Partnership and the IDEA Committee.	10-28-2025	Municipal Clerk	Immediate	Complete
624	<b>Richmond Water Utility Source Water Protection Advisory Committee/</b> that Council approve the re-establishment of the Source Water Protection Advisory Committee, the draft terms of reference, and the advertising for two members of the public to join the committee.	10-28-2025	Municipal Clerk	Immediate	Complete
625	<b>Committees Policy/</b> that Council refer the Committees Policy to the next By-law/Policy Committee meeting.	10-28-2025	Municipal Clerk	Immediate	Complete
626	<b>Inverness Asylum Commemoration Project/</b> that Council accept the recommendation of the Committee of the Whole and defer the \$9,000 funding request to budget deliberations.	10-28-2025	Director of Finance	Immediate	Complete
627	<b>National Seniors Day proclamation/</b> that Council approve the National Seniors Day proclamation request.	10-28-2025	Municipal Clerk	Immediate	Complete
628	<b>Inverness Asylum Commemoration Project/</b> that Council accept the recommendation of the Committee of the Whole and authorize the signing of the joint project request for provincial support, and acknowledge the Municipality's role in the Inverness Asylum by passing a resolution, engaging the IDEA Committee in its preparation.	10-28-2025	Director of Community Development and Recreation	Immediate	Complete
629	<b>Recind Motion/</b> that Council accept the recommendation of the Committee of the Whole and rescind the motion made on June 24, 2025 (Action Item No. 590), which granted \$1,000 to the Framboise Community Centre.	10-28-2025	Director of Finance	Immediate	Complete
630	<b>Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700/</b> that Council accept the recommendation of the Committee of the Whole and approve the Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700 and be allocated as follows: \$350 from the District 5 Fund and \$350 from the Regional Fund.	10-28-2025	Director of Finance	Immediate	Complete
631	<b>Low Income Property Tax Exemption Program/</b> that Council accept the recommendation of the Committee of the Whole and approve an extension to the application deadline for the 2025 Low Income Property Tax Exemption Program to December 31, 2025, and that qualified applicants who have paid their property taxes in full receive their exemption amount by rebate cheque.	10-28-2025	Director of Finance	Immediate	Complete
632	<b>Low Income Property Tax Exemption Program Policy/</b> that Council accept the recommendation of the Committee of the Whole and refer the Low Income Property Tax Exemption Program to the By-law/Policy Committee to change the application deadline to December 31.	10-28-2025	Municipal Clerk	Immediate	Complete
633	<b>MGA Amendments/</b> that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, " <b>Tax reductions due to natural disasters</b> ", to the By-law/Policy Committee for further discussion.	10-28-2025	Municipal Clerk	Immediate	Complete
634	<b>MGA Amendments/</b> that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, " <b>Allowing tax sale payments to be made electronically</b> ", to the By-law/Policy Committee for further discussion.	10-28-2025	Municipal Clerk	Immediate	Complete

635	<b>Cost Shared J-Class Roads</b> /that Council accept the recommendation of the Committee of the Whole and add Touesnard Lane to the list.	10-28-2025	Director of Public Works	Immediate	<b>Complete</b>
636	<b>Cost Shared Paving for 2026-27 J-Class Roads List</b> /that Council accept the recommendation of the Committee of the Whole and submit an application to the Province for cost-shared paving of the following J-class roads in order of priority: Kings Road, Rockdale; Touesnard Lane, River Bourgeois; Forgeron Road, West Arichat; Sampson Road, L'Ardoise; and Lobster Plant Road, Cape Auget.	10-28-2025	Director of Public Works	Immediate	<b>Complete</b>
637	<b>Permitting practices for standalone buildings</b> /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to prepare a report on how to provide more consistency and less ambiguity for accessory buildings across the County.	10-28-2025	EDPC Staff	Immediate	<b>Complete</b>
638	<b>Report to consolidate Rich.Co. Land Use By-laws</b> /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to prepare a report outlining the process, scope, timeline, and resources required to overhaul and consolidate Richmond County's Land Use By-laws, with the goal of improving consistency, reducing ambiguity, and removing barriers to diverse and affordable housing development.	10-28-2025	EDPC Staff	Immediate	<b>Complete</b>
639	<b>Zoning Areas</b> /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to update the zoning areas for Evanston, Isle Madame, and St. Peter's to allow a minimum of 4 units as of right.	10-28-2025	EDPC Staff	Immediate	<b>Complete</b>
640	<b>Comfort centres/emergency shelter strategy</b> /that Council accept the recommendation of the Municipal Emergency Management Advisory Committee and direct staff to investigate ways to improve and expand comfort centres and emergency shelters across the County in preparation for budget deliberations.	10-28-2025	Emergency Services Coordinator	Immediate	<b>In Progress</b>
641	<b>Committee Matrix</b> /that Council accept the recommendation of the By-law/Policy Committee and remove the St. Anne's Community & Nursing Care Centre and the Volunteer Fire Department from the Committee Matrix, and add the Richmond Water Utility Source Water Protection Advisory Committee.	10-28-2025	Municipal Clerk	Immediate	<b>Complete</b>
642	<b>Grant Disclosure Policy</b> /that Council accept the recommendation of the By-law/Policy Committee and adopt the Grant Disclosure Policy	10-28-2025	Municipal Clerk	Immediate	<b>Complete</b>
643	<b>Repeal By-Law 64- Second Reading</b> /that Council give second reading approval for By-law No.R-100: Repeal of By-law No.64 – Dundee Hills Development Wastewater Management District By-law.	10-28-2025	Municipal Clerk	Immediate	<b>Complete</b>
644	<b>Elected Officials Code of Conduct</b> /that Council send a letter to Municipal Affairs Minister, John MacDonald, requesting that the Provincial Government act quickly in working with Municipalities to better define eligible and/or ineligible complaints, so that the ability of the public to submit complaints is re-instated, and to copy NSFMs on that motion requesting that it become an advocacy priority for them.	10-28-2025	Warden	Immediate	<b>Complete</b>
645	<b>RCLN Dolly Parton Imagination Library</b> / that Council support the Dolly Parton Imagination Library Program in the amount of \$2,000, to be allocated from the Council Strategic Initiative Funding.	10-28-2025	Director of Finance	Immediate	<b>Complete</b>
646	<b>Solid Waste Disposal Agreement with GFL</b> /that Council accept the staff recommendation and authorize staff to proceed with final negotiations and execution of the Solid Waste Disposal Services Agreement with GFL Environmental Inc.	11-25-2025	Director of Public Works	Immediate	<b>Complete</b>

647	<b>Fire protection rates for the St. Peter's</b> – Samsonville and Area Water Utility/ that Council accept the recommendation of the Committee of the Whole and form a sub-committee consisting of Richmond County staff and Council, and that Village staff and Commissioners be invited to participate for the purpose of reviewing the full scope of the County/Village relationship, and to provide an update to Council prior to budget deliberations.	11-25-2025	Warden/CAO	Immediate	In Progress
648	<b>Grant request from the Friends of St. John's Arichat for the Tier 1 Community Grant Fund in the amount of \$800/</b> that Council accept the recommendation of the Committee of the Whole and approve the Friends of St. John's Arichat grant request for the Tier 1 Community Grant Funds in the amount of \$800.00 and be allocated as follows:\$400.00 from the District 1 Fund and \$400.00 from the District 2 Fund.	11-25-2025	Director of Finance	Immediate	Complete
649	<b>Allocation of surplus funds and transfers from the Municipality's Operating Reserve/</b> that Council accept the recommendation of the Committee of the Whole and approve the transfer of \$909,500 from the Operating Reserve as follows: <ul style="list-style-type: none"> <li>•\$500,000 for landfill closure</li> <li>•\$200,000 for strategic priorities of Council</li> <li>•\$189,500 for the solar PV system, and</li> <li>•\$20,000 for the ECRL Hub Projec</li> </ul>	11-25-2025	Director of Finance	Immediate	Complete
650	<b>Write off of inactive accounts/</b> that Council accept the recommendation of the Committee of the Whole and approve the Finance Department's request to write off the principal and interest associated with the attached inactive accounts in the total amount of \$33,137.34.	11-25-2025	Director of Finance	Immediate	Complete
651	<b>Exploring opportunities and costs associated with Volunteer Appreciation/Recognition/</b> direct staff, with advice from the Recreation Advisory Committee and checking in with volunteer organizations, to explore the opportunities and costs associated with volunteer appreciation/recognition, to be considered at budget deliberations.	11-25-2025	Director of Community Development and Recreation	Immediate	In Progress
652	<b>Raising the Village request for support for conferences/</b> that Council accept the recommendation of the Committee of the Whole and support the March 26 Wagmatcook Regional Well-Being Conference at \$500.00 and the Richmond County Intergenerational Health Fair to be held in Richmond County in early 2026 at \$1,000.00 to be allocated from the Sponsorship Budget, contingent on both events taking place.	11-25-2025	Director of Finance	Immediate	Complete
653	<b>Property Valuation Services Corporation</b> to present at a future meeting/hat Council accept the recommendation of the Committee of the Whole and direct staff to contact PVSC to invite them to do a presentation.	11-25-2025	Municipal Clerk	Immediate	Complete
654	<b>Accessory Buildings in Front/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Plan Richmond, Plan Isle Madame, Plan St. Peter's, and Plan West Richmond. <b>2nd Motion:</b> that Council direct EDPC staff to prepare amending pages to remove section 6.3(3)(c) from the Central Richmond Land Use By-law, and subsequently that staff report back on statements to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Central Richmond Plan.	11-25-2025	EDPC Staff	Immediate	In Progress
655	<b>There was two motions in item 654, this space was for the 2nd motion, now moved up to 654.</b>				

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

665	<b>Richmond Arena/</b> that Council accept the recommendation of the Committee of the Whole and proceed with all four recommendations outlined by staff in the briefing note, which include the \$15,000 in spending for updated drawings, carrying out the maintenance activities deemed appropriate to reduce the risk of failures, conducting a building condition audit, and proceeding with the floor replacement in the 2026-2027 budget.	12-16-2025	Director of Public Works	Ongoing	In Progress
666	<b>External Auditing Services Request for Proposals/</b> that Council accept the recommendation of the Audit Committee and award the contract for External Auditing Services to Doane Grant Thornton, being the successful proponent under the Request for Proposals (RFP) process.	12-16-2025	Director of Finance	Immediate	Complete
667	<b>Delegations and Petitions to Municipal Council Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and adopt the Delegations and Petitions to Municipal Council Policy as amended.	12-16-2025	Municipal Clerk	Immediate	Complete
668	<b>Hospitality Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and adopt the Hospitality Policy as amended.	12-16-2025	Municipal Clerk	Immediate	Complete
669	<b>Consultant to conduct an audit across all VF departments in Richmond County/</b> that Council accept the recommendation of the Fire Protection Services Committee and include in budget deliberations funding from the Operating Budget be allocated to retain the professional services of a qualified consultant; AND THAT the consultant be engaged, in consultation with Fire Services Protection Committee, to conduct a comprehensive Fire Services Equipment Audit across all departments, including: 1. An assessment of equipment, apparatus, and stations currently in use; and 2. Identification of the equipment and resources required to bring all departments to a consistent, modern, and regulation-aligned standard. AND THAT the consultant be directed to prepare a final report and master plan summarizing findings and recommendations, to be presented at both the Fire Protection Services Committee and Council for consideration.	12-16-2025	CAO/Director of Finance/ESC/Warden	Immediate	In Progress
670	<b>Boat launch on the ocean side of the canal in St. Peter's/</b> that Council accept the recommendation of the Fire Protection Services Committee and have Council draft another letter to the Minister in support of having a boat launch installed on the ocean side of the canal in St. Peter's.	12-16-2025	Warden	Immediate	Complete
671	<b>Fire Protection Services Committee Terms of Reference/</b> that Council accept the recommendation of the Fire Protection Services Committee and table the Fire Protection Services Committee Terms of Reference for new discussion when appropriate in 2026.	12-16-2025	Municipal Clerk	Immediate	Complete
672	<b>NSAPG Membership/</b> that Council accept the recommendation of the RCMP Advisory Board and defer the request for an annual membership in the NSAPG to budget deliberations and FURTHER MOVE that Councillor Brent Sampson be appointed as the Board's representative, effective upon confirmation of membership.	12-16-2025	Director of Finance	Immediate	Complete

673	<b>Second Reading approval/</b> that Council give second reading approval for the amendments to the Central Richmond, Isle Madame, and St. Peters Plan Area Municipal Planning Strategies and Land Use By-Laws to update definitions related to dwelling types; to increase the number of multiple-unit dwellings permitted as-of-right, allowing the development of fourplexes and other small-scale multi-unit housing forms; and to remove, within the Central Richmond Land Use By-law, the requirement that accessory buildings be located no closer to the street than the main building.	12-16-2025	Municipal Clerk	Immediate	Complete
674	<b>Sewer Service Charge By-law #52 and Solid Waste By-law #17/</b> that Council refer the Sewer Service Charge By-Law #52 and the Solid Waste By-law #17 to the By-law/Policy Committee's working list for review and discussion.	12-16-2025	Municipal Clerk	Immediate	Complete
675	<b>Public Hearing, Re: Award of Basin Road Lands, Tender MOCR202514 /</b> that Council authorize the CAO to schedule a public hearing respecting the sale of lands over \$10,000.00 but less than appraised value, for the purpose of increasing the availability of affordable housing in the municipality.	12-16-2025	CAO	Immediate	Complete