

Committee of the Whole Meeting

March 10, 2026
Council Chambers
7:00 p.m.

AGENDA

- 1. Call to Order**
- 2. Opening Acknowledgement**
- 3. Items Added/Approval of Agenda**
- 4. Review of Minutes**
 - a) February 10, 2026
- 5. New Business, Re:**
 - a) D'Escousse Civic Improvement Society grant request for the Tier 1 – Community Grant funding for \$500
 - b) Grand River Volunteer Fire Department grant request for the Tier 2 – Community Grant funding for \$7,500
 - c) St. Peter's Community Club on behalf of the Nicholas Denys Museum grant request for the Tier – 2 Community Grant funding for \$7,500
- 6. Warden, Re:**
 - a) Review of Warden's Council Report for February 2026
 - b) Epilepsy Awareness Month
- 7. CAO, Re:**
 - a) Administration Operations Report
- 8. Community Acknowledgements**
- 9. Correspondence**
 - a) Action Required
 - i. Letter from Meghan Hayter, Clerk, Village of St. Peter's, Re: Request for the Village of St. Peter's to access the Canada Community-Building Fund (CCBF)

- b) For Information Only
- i. Municipality of the County of Richmond (MOCR) letter to the Honourable John A. MacDonald, Re: Request for amendments to the Municipal Government Act to permit municipal tax incentives that support affordable housing
 - ii. MOCR letter to the Honourable Timothy Halman, Minister of the Department of Environment and Climate Change, Re: Minimum lot size standards
 - iii. MOCR letter to the Honourable Tim Houston, Premier of Nova Scotia, Re: Closure of visitor information centres at points of entry
 - iv. MOCR letter to the Honourable Tim Houston, Premier of Nova Scotia, Re: Support for the position outlined in the Municipality of the County of Antigonish correspondence regarding Nova Scotia Power
 - v. Letter from the Honourable John A. MacDonald, Minister of Municipal Affairs, Re: Response to MOCR letter regarding the role municipalities play in supporting affordable housing development
 - vi. Letter from Paul LaFleche, Deputy Minister, Department of Municipal Affairs, Re: Nova Scotia 2026-27 Budget
 - vii. Email from Heather Neish, Road Listing Coordinator, Nova Scotia Department of Public Works, Re: Road name change
 - viii. Letter from the Honourable Scott Armstrong, Attorney General and Minister of Justice, Re: RCMP retroactive pay liability, provincial position on cost recovery
 - ix. Letter from Chris Morrissey, Deputy Minister, Department of Growth and Development, RE: Nova Scotia 2026-27 Budget
 - x. Email from Tyler Mattheis, President and CEO, Cape Breton Partnership, Re: Correspondence from the Department of Growth and Development concerning 2026-27 funding
 - xi. Email from Karen MacLean, Executive Director, ROC Society, Re: Funding cuts to disability organizations

10. Unfinished Business, Re:

- a) Servicing for multiple dwelling units on a single lot – Staff Briefing Note

11. Review of Cheques Issued

- a) February 2026

12. Review of Action Items

13. Items Added to the Agenda

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

(Not Restricted to Items on the Agenda)

15. 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

February 10, 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), Shelley David, Municipal Clerk

1. Call to Order

Warden Lois Landry called the meeting to order at 5:45 p.m.

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that the meeting move to an In Camera session at 5:45 p.m.

Motion carried.

2. In Camera Session – Legal

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that the meeting revert to “Regular” session at 5:59 and FURTHER MOVE that the Committee break for recess from 6:00 p.m. to 7:00 p.m.

Motion carried.

3. Recess for By-law/Policy Committee Meeting

4. Opening Acknowledgement

The Warden reconvened the meeting at 7:00 p.m. and made 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.

5. Recommendations from In Camera

There were no recommendations from the In Camera session.



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

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the agenda be approved.

Motion carried.

7. Review of Minutes – January 13, 2026

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that the minutes of the January 13, 2026, Committee of the Whole meeting be adopted as presented.

Motion carried.

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

Molly Foster and Martin Thomsen presented the Community Climate Capacity Program presentation.

b) Laura MacLean, Assistant Director, and Ann Smith-Macquarrie, Assessor, Property Valuation Services Corporation (PVSC), Re: MOCR PVSC 2026 Assessment Roll

Laura MacLean and Ann Smith-Macquarrie presented the MOCR PVSC 2026 Assessment Roll presentation.

9. New Business, Re:

a) Three-Year Cost-Share Agreement for Subdivision Streets from the Minister of Transportation and Infrastructure Renewal

Moved by Deputy Warden Amanda Mombourquette, seconded by Brent Sampson, that the Committee of the Whole recommend to Council to authorize the Warden and the CAO to sign Cost Share Agreement No. 2026-018.

Motion carried.



10. Warden, Re:

- a) Review of Warden's Council Report – January 2026

For information only.

11. CAO, Re:

- a) Administration Operations Report

For information only.

12. Community Acknowledgements

For information only.

13. Correspondence

- a) Action Required

- i. Email from Jennifer Enright, Volunteer, Canadian Amyloidosis Support Network, Re: Amyloidosis Awareness Month proclamation request
Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the Committee of the Whole recommend to Council to approve the proclamation to proclaim March 2026 as Amyloidosis Awareness Month in Richmond County.

Motion carried.

- 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
Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to authorize the Warden write a letter of support.
Motion carried.



- 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 Re:
a) January 2026
15. Review of Action Items
a) Action Items
For information only.
16. Items Added to the Agenda
n/a
17. 15 Minute Question Period - (902) 226-9885
There were no questions.
18. Adjournment
There being no further business, the Chair adjourned the meeting at 8:12 p.m.

Chairperson

Municipal Clerk



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: February 24, 2026

RE: Tier 1 – Community Grant

Dear CAO,

Attached is a grant application from D'Escousse Civic Improvement Society. They are requesting Tier 1 Community Grant Funds in the amount of \$500. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

- | | |
|---|--|
| <input type="checkbox"/> Accessibility Plan | <input type="checkbox"/> Economic Development |
| <input checked="" type="checkbox"/> Active Living / Recreation Plan | <input checked="" type="checkbox"/> The Strategic Plan |
| <input checked="" type="checkbox"/> Age Friendly Initiative | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u> | |

Appendix B - Community Grant Tier 1 Application Form

Maximum Request: \$1,000

Name of the Organization:		D'Escousse Civic Improvement Society	
Applicant Name and Title of Representative		Ronnie LeBlanc, President	
Civic Address:	3276 Route 320, D'Escousse NS BOE 1K0		
Contact Number:	[REDACTED]	Email:	descoussecivicimp@outlook.com
Form of Organization:		<input checked="" type="checkbox"/> Not-for-Profit Organization <input type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		1260058	
<p><i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. Please note that the Municipality will pay the approved grant funds to the host organization.</i></p>			
Host Contact Information			
Host Organization:		NA	
Applicant Name and Title of Representative:		NA	
Civic Address:	NA		
Contact Number:	NA	Email:	NA
Host Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization <input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:		NA	
Sum Requested: \$		\$500.00	
Purpose of Funding Request: (Use additional pages if required.)			
See Attached Sheet			
Required Attachments	<input checked="" type="checkbox"/> Registry of Joint Stocks file number (include a list of directors), Charitable Organization number or proof of organizational status		

Please forward your applications to grants@richmondcounty.ca

Purpose of Funding Request: D'Escousse Civic Improvement Society Application

Several groups are joining together to host *Celebration Isle Madame*, taking place from May 8 to 10, 2026. This involves a series of separate events, hosted by various community groups, that would be coordinated around a celebration of the whole Island across the full weekend.

The goals of this three day event are to:

- empower seniors by placing value on what they have to offer to their community and beyond;
- fight ageism in our region's growing rural retirement population;
- significantly shift the mindset in our area regarding the role and importance of seniors in our area;
- promote opportunities for seniors to work collaboratively to increase their financial security, maintain their community hubs, foster healthy living, and to engage other generations in their traditional arts;
- promote intergenerational collaboration; and
- provide the opportunity for sustained economic growth in our rural, ageing, minority language region.

The D'Escousse Civic Improvement Society (DCIS) is participating during its regularly scheduled breakfast. Breakfasts occur the second Tuesday of each month at the hall. This month, as part of *Celebration Isle Madame*, our contribution to the festival will be to bring in local musicians to perform during the breakfast. This is meant to showcase local talent from Isle Madame.

In addition, we will be hosting the *Richmond Artist's Alliance* as they re-open at the hall for the 2026 season. We allow the *Alliance* to use our front room from May to December as a gallery to host local artisans and their works. The \$500 would be used exclusively to pay local musicians to perform through the morning's events which will be extended to 2:00 pm to include the open house at the *Alliance's* gallery on the premises.

Thank you for your consideration.

Entity Snapshot

Entity details

Information as of	05 February 2026
Registry ID	1260058
Business/Organization Name	THE D'ESCOUSSE CIVIC IMPROVEMENT SOCIETY
Incorporation Date	04 September 1959
Annual Return due Date	30 September 2026
Type	Society
Status	Active
Registered Office	3276 MAIN STREET, ROUTE 320, P.O. BOX 490, DESCOUSSE, NOVA SCOTIA, B0E1K0, CANADA
Mailing Address	3276 MAIN STREET, ROUTE 320, P.O. BOX 490, DESCOUSSE, NOVA SCOTIA, B0E1K0, CANADA

Directors and Officers

Name	Position
ALBERT "MAC" ALMON MACNEIL	Director
ALLAN FOUGERE	Director
ANNETTE FOUGERE	SECRETARY
ARTHUR GALLANT	Director
CARLA SAMSON	Director
CAROLYN DECOSTE	Director
CHANTALLIE FOUGERE	Director
DANA HUNT	Vice-president
DOREEN GALLANT	Director
KAREN POTTIE	Director
PEARL LEBLANC	Director
RONNIE J. LEBLANC	Director
RONNIE J. LEBLANC	President
WAYNE POIRIER	Director



Registry of Joint Stock Companies

Recognized Agent

Name	Position
RONNIE LEBLANC	Recognized Agent

Civic Address

Mailing Address





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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: February 24, 2026

RE: Tier 2 – Community Grant

Dear CAO,

Attached is a grant application from the Grand River Volunteer Fire Department. They are requesting Tier 2 Community Grant Funds in the amount of \$7,500. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

- | | |
|---|--|
| <input type="checkbox"/> Accessibility Plan | <input type="checkbox"/> Economic Development |
| <input type="checkbox"/> Active Living / Recreation Plan | <input type="checkbox"/> The Strategic Plan |
| <input type="checkbox"/> Age Friendly Initiative | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u> | |



Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Name of the Organization:		Grand River Volunteer Fire Dept	
Applicant Name and Title of Representative		Joanne McCormack, Secretary	
Civic Address:	11 Eastside Road, Grand River, NS B0E1M0		
Contact Number:	[REDACTED]	Email:	[REDACTED]
Form of Organization:		<input checked="" type="checkbox"/> Not-for-Profit Organization <input type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		1267424	
<p><i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. Please note that the Municipality will pay the approved grant funds to the host organization.</i></p>			
Host Contact Information			
Host Organization:			
Applicant Name and Title of Representative:			
Civic Address:			
Contact Number:		Email:	
Host Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization <input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:			
Sum Requested:			
Purpose of Funding Request: (Use additional pages if required.) <p>About two years ago one of our members pointed out that the roof over the garage portion of the Fire Department was starting to look worn and that we should consider reshingling. The project has been on the back burner for quite a while, but this summer it was decided that we would have to address the situation soon before the problem became more involved.</p> <p>We got two estimates this fall, and decided on the local company to handle the project.</p> <p>Once the roof is resingled we should be set for many years to come. If we have to delay for another year or two we might wind up with flooding or water damage that would be more costly in the long run.</p>			



Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Project Budget			
Cost of the Project		Financing the Project	
Capital Cost		Stakeholder Equity:	\$9,201.00
Land:		Stakeholder Loan:	
Land Improvements:		Funding Agency	
Materials:		Provincial:	
Labour Costs:		Federal:	
Other Capital Costs:		MOCR (County):	\$7,500.00
Other - Specify:	Labour & Materials \$16,701.00	Other – Specify:	
Other – Specify:		Other – Specify:	
Total:	\$16,701.00	Total:	\$16,701.00
Required Attachments			
<input checked="" type="checkbox"/> Registry of Joint Stocks file number (include list of directors), Charitable Organization number or proof of organizational status			
<input checked="" type="checkbox"/> Proof of ownership/lease/authorization to facility			
<input checked="" type="checkbox"/> Balance Sheet (sample attached)			
<input checked="" type="checkbox"/> Income Statement for the previous fiscal year (sample attached)			

Applicants must provide source of Funds for Stakeholder Equity and Stakeholder Loan.

Please forward your applications to grants@richmondcounty.ca

Grand River Volunteer Fire Department
Grand River, NS B0E 1M0
902-587-2966



February 6, 2026

To: The Municipality of the County of Richmond
. Nova Scotia


From: The Grand River Volunteer Fire Department

Re: Application for the Appendix C – Community Grant Tier 2

At our November monthly meeting, it was the consensus of the members of the Grand River Volunteer Fire Department that it is imperative that we move forward to re-shingle the age worn garage roof of our fire department.

It was agreed that we would be able to contribute \$9,201.00 toward the total cost of the project.

Sincerely,


Wayne Collet, Chief

Entity Snapshot

Entity details

Information as of	05 February 2026
Registry ID	1267424
Business/Organization Name	GRAND RIVER VOLUNTEER FIRE DEPARTMENT
Incorporation Date	24 September 1979
Annual Return due Date	30 September 2026
Type	Society
Status	Active
Registered Office	11 EASTSIDE ROAD, GRAND RIVER, NOVA SCOTIA, B0E 1M0, CANADA
Mailing Address	11 EASTSIDE ROAD, GRAND RIVER, NOVA SCOTIA, B0E 1M0, CANADA

Directors and Officers

Name	Position
BRENDA MACASKILL	Director
BRENDA MACASKILL	TREASURER
DARRELL MARTELL	Director
JOANNE M. MCCORMACK	SECRETARY
KRISTA MOMBOURQUETTE	Vice-president
RICHARD MACLEOD	Director
WAYNE COLLET	CHIEF
WILLIAM MCCORMACK	President

Recognized Agent

Name	Position	Civic Address	Mailing Address
BRENDA MACASKILL	Recognized Agent	11 EASTSIDE ROAD GRAND RIVER NOVA SCOTIA B0E 1M0 CANADA	11 EASTSIDE ROAD GRAND RIVER NOVA SCOTIA B0E 1M0 CANADA



BALANCE SHEET FOR:

Grand River Volunteer Fire Department

(Name of organization)

For the fiscal period ending

2025/12/31

(yyyy/mm/dd)

Assets:

Current Assets

Cash and deposits	\$141,070.94
Accounts receivable	_____
Prepaid expenses	_____
Capital/Fixed Assets	
Equipment	\$125,000.00
Land and buildings	\$155,900.00
Other capital/fixed Assets	\$200,000.00 (GIC's)
A. Total Assets	\$621,970.94

Liabilities

Current liabilities

Accounts payable	0
Taxes Payable	0
Long Term Debt	0
Mortgage	0
Other	0
B. Total Liabilities	0

Equity

Retained earnings/deficit	_____
General reserve	_____
C. Total Equity	\$621,970.94

Total Liabilities and Equity (A must equal B + C)	\$621,970.94
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STATEMENT OF INCOME AND EXPENDITURES FOR:

Grand River Volunteer Fire Department

(Name of society)

For the fiscal period ending

2025/12/31

(yyyy/mm/dd)

Income:

Membership fees	0
Fund raising	<u>\$7,905.10 + \$32,149.36 (Donations)</u>
Other revenue	<u>\$32,776.36 - Richmond County (Tax Levys & Rural Dept. check)</u>
Other revenue	<u>\$39,323.25 - Prov. of NS (2 Wildfires & ESPF)</u>
A. Total Income	<u>\$112,153.86</u>

Expenditures

Administration	<u>\$8,961.14</u>
Education and Training	<u>0</u>
Insurance	<u>\$769.00</u>
Professional fees	<u>\$700.00 (accounting fee for taxes)</u>
Salaries	<u>0</u>
Other expenditures	<u>\$17,105.09</u>
Other expenditures	<u></u>
B. Total Expenditures	<u>\$27,535.23</u>

C. Net Surplus or (Deficit) (A-B=C)	<u>\$44,618.63</u>
D. Surplus or (Deficit), beginning of year	<u>\$96,452.31</u>
E. Surplus or (Deficit), end of year (C + D = E)	<u>\$141,070.94</u>

Other Revenue from Richmond County & Prov of NS Details

Municipality

24/25 Tax Levy	\$	2,776.15
Richmond County Rural Departments one time payment	\$	10,000.00
25/26 Tax Levy	\$	20,000.00
Total	\$	32,776.15

Province of NS

Framboise Wildfire	\$	3,514.34
Three River Wildfire	\$	6,105.28
Emergency Services Provider Fund	\$	29,703.63
Total	\$	39,323.25



Madlee Construction INC

46 Mattell Rd
Windsor, NC 27983
(919) 623-2084
madleeconstruction@gmail.com

Quote # 4117

DATE: October 5, 2025

QUOTE IS VALID FOR 30 DAYS FROM THE DATE ISSUED

TO: Grand River Volunteer Fire Department

DESCRIPTION	UNIT PRICE	LINE TOTAL
Strip and re-shingle part of the firehall.		\$14,650.00
	SUBTOTAL	\$14,650
	SALES TAX	\$2,051.00
	TOTAL	\$16,701.00

Quotation prepared by: Charlie Martell

To accept this quotation, please sign here and return.

HARBOURVIEW CONSTRUCTION LTD.
206 PORT ROYAL ROAD ,
WEST ARICHAT, RICH.CO. NS
B0E3J0 HST # 891880353
cell 631-1964

SEPT. 22, 2025

REVISED ;

QUOTE IS FOR THE GRAND RIVER FIREHALL

MATERIAL AND LABOUR TO REMOVE ALL THE OLD ASPHALT SINGLES FROM THE ROOF OF THE FIREHALL SECTION ONLY, PLUS HALF OF THE MIDDLE SECTION THAT TIED INTO THE FIREHALL ROOF.. AND TO INSTALL NEW ALUMINUM STARTER STRIP ON ALL EDGES, AND ICE AND WATER SHEILD ON THE EDGES AND IN THE VALLEY,S AND THEN COVER THE INTIRE ROOF SURFACE WITH STORM TIGHT EAVEGUARD, AND THEN NEW 30 YEAR ASPHALT SHINGLES, ALL TARED AND NAILED DOWN. WE WILL REMOVE ALL DEBRIS TO THE LANDFILL, AND SUPPLY ALL EQUIPMENT NEEDED TO COMPLETE THIS WORK. WE CARRY WORKERS COMP, AND HAVE LIABILITY INSURANCE. WE

**WILL ALSO WARRANTY LABOUR AGAINST LEAKS
OR MISSING SHINGLES FOR 5 YEAR,S .**

	\$ 22,250.00
HST	3,115.00
<hr/> <hr/>	
	\$ 25,365.00

ASSESSMENT HISTORY		
Year	Assessed Value	Cappitol Assessment
2025	\$180,000	
2024	\$177,200	
2023	\$140,300	
2022	\$150,700	
2021	\$156,900	
2020	\$164,100	

IS YOUR CONTACT INFORMATION UP TO DATE?

If your property is impacted by an unexpected event or natural disaster, having your phone number and email on file helps us reach you when it matters most.

Fill out the contact information webform by scanning the QR code or by visiting: pvsc.ca/contactupdate.



APPEAL INFORMATION: Assessment staff are available to discuss your property assessment and answer questions. To file an appeal, you must complete and sign the appeal form and return it to PVSC by mail, email or fax by the deadline.



Your *signed appeal* must be received by **midnight, February 13, 2025.**

EMAIL:
inquiry@pvsc.ca (include a scan or photo of your signed appeal)

PROPERTY ASSESSMENT RESOURCES

Scan the QR code below for assessment information.



HAVE QUESTIONS?

Assessment staff are available to discuss your property assessment and answer questions.

1-800-380-7775
 (within North America)

1-902-893-5800
 (outside North America)

www.pvsc.ca

inquiry@pvsc.ca

MY PROPERTY REPORT

Use the AAN and PIN number on the front page of this Notice to see more information about your property on *My Property Report* at pvsc.ca.

2025 APPEAL FORM

appealing my property assessment on the following grounds (attach additional pages if required): _____ Date: MM / DD / 2025

(please print): Name:	Contact Information: Phone: ()	Internal use only: PARID #: 05188911 Jurth: 66 OWN1: GRAND RIVER VOLUNTEER FIRE DE OWN2:



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: February 25, 2026

RE: Tier 2 – Community Grant

Dear CAO,

Attached is a grant application from the St. Peter’s Community Club on behalf of the Nicholas Denys Museum. They are requesting Tier 2 Community Grant Funds in the amount of \$7,500. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

- | | |
|---|--|
| <input type="checkbox"/> Accessibility Plan | <input type="checkbox"/> Economic Development |
| <input type="checkbox"/> Active Living / Recreation Plan | <input type="checkbox"/> The Strategic Plan |
| <input type="checkbox"/> Age Friendly Initiative | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development |
|
 | |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u> | |

Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Name of the Organization:		Nicholas Denys Museum	
Applicant Name and Title of Representative		Al Calder - President	
Civic Address:	48 Denys St., St Peter's, Nova scotia , B0E 3B0		
Contact Number:		Email:	████████████████████
Form of Organization:		<input checked="" type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		1286905	
<p><i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. <u>Please note that the Municipality will pay the approved grant funds to the host organization.</u></i></p>			
Host Contact Information			
Host Organization:		St. Peter's Community Club	
Applicant Name and Title of Representative:		Al Calder - President	
Civic Address:	48 Denys St., St Peter's, Nova scotia , B0E 3B0		
Contact Number:	██████████	Email:	████████████████████
Host Form of Organization:		<input checked="" type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:		1286905	
Sum Requested:		\$7500	
Purpose of Funding Request: (Use additional pages if required.)			
<p>The museum building requires extensive upgrades including insulation of the entire building, new floors and wall covering, electrical upgrades, plumbing upgrades, some new windows and doors and 2 heat pumps.</p> <p>The work is required to preserve the hundred of artifacts that the museum maintains. If we are not successful in securing funds for the project, there is a very good chance we will have to transfer a large number of the artifacts to other museums that have sufficient climate control.</p>			

Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Project Budget			
Cost of the Project		Financing the Project	
Capital Cost		Stakeholder Equity:	\$8,155.39
Land:		Stakeholder Loan:	
Land Improvements:		Funding Agency	
Materials:	\$26,699.97	Provincial:	\$42,264.18
Labour Costs:	\$19,653.60	Federal:	
Other Capital Costs:	\$11,566.00	MOCR (County):	\$7,500.00
Other - Specify:		Other – Specify:	
Other – Specify:		Other – Specify:	
Total:	\$57,919.57	Total:	\$57,919.57
Required Attachments			
<input checked="" type="checkbox"/> Registry of Joint Stocks file number (include list of directors), Charitable Organization number or proof of organizational status			
<input checked="" type="checkbox"/> Proof of ownership/lease/authorization to facility			
<input checked="" type="checkbox"/> Balance Sheet (sample attached)			
<input checked="" type="checkbox"/> Income Statement for the previous fiscal year (sample attached)			

Applicants must provide source of Funds for Stakeholder Equity and Stakeholder Loan.

Please forward your applications to grants@richmondcounty.ca

Registry ID: 1286905

You can complete your renewal online at:
rjsc.novascotia.ca

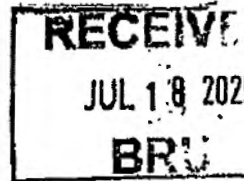
Name
THE ST. PETER'S COMMUNITY CLUB

If you prefer to send your renewal by mail, review the information below and mail it back to the Registry of Joint Stock Companies.

Entity Type
Society

Use this form to change the following:

1. Registered Office Address
2. The Recognized Agent
3. Names of Officers and Directors
4. Change of addresses



Do not use this form to change the name of a Society. Visit rjsc.ca for additional information and the form required to make this change.

Information on record as of: 04 July 2025

- No changes required - all information in this annual statement is still correct.
- Changes required - please make the following changes as indicated.

REGISTERED OFFICE

INDICATE ANY CHANGES

Civic Address: (in Nova Scotia)
46 DENYS ST
ST PETER'S, NOVA SCOTIA, B0E3B0

Mailing Address:
PO BOX 464
ST. PETER'S, NS, B0E 3B0



RECOGNIZED AGENT

INDICATE ANY CHANGES

Name and Civic Address: (in Nova Scotia)
ALISTER S CALDER

Mailing Address: (in Nova Scotia)

St. Peter's Community Club
46 Denys St, St. Peter's, Nova Scotia,
B0E 3B0, Canada

Directors

Al Calder - President

Michele Stone - Vice -President

Shannon Stone -Treasurer

Clair Rankin - Director

Sandra Morrison - Director

Judy Madden - Director


Gloria MacDonnell - Director

Clinton Hicks - Director

Mark Vanderhoeden - Director

Cynthia Campbell - Director

"The mission of the St. Peter's Community Club is to enrich the quality of the community by advocating for improved services, facilities and infrastructure and to promote civic interest through various community activities. To promote, operate, and fund the Nicolas Denys Museum.



**Property Valuation Services
Corporation**

A truly valued Nova Scotia

My Property Report - 2017 Assessment

03501396

Address: 48 DENYS ST ST. PETER'S

Current Assessed Value

Classification	Total
02 COMMERCIAL TAXABLE	\$32,500
Total	\$32,500

My Values History

Year	Assessed Value
2017	\$32,500
2016	\$32,500
2015	\$32,500
2014	\$32,500
2013	\$32,500
2012	\$31,900

Owner Details

Owner: ST PETERS COMMUNITY CLUB

Owner: N/A

Mailing Address:

ST PETERS NS B0E 3B0

Property Details

Property type: Museum/Tourism

My Appeal Status

Date Received: N/A

Appeal Status: N/A

Representing Agent: N/A

Value Appealed: N/A

Current Assessed Value: \$32,500

**PROOF
OWNERSHIP**



BALANCE SHEET FOR:

St Peter's Community Club

(Name of organization)

For the fiscal period ending

2025/07/31

(yyyy/mm/dd)

Assets:

Current Assets

Cash and deposits \$21,937

Accounts receivable \$0

Prepaid expenses \$0

Capital/Fixed Assets

Equipment \$0

Land and buildings \$55,000

Other capital/fixed Assets \$0

A. Total Assets \$77,537.00

Liabilities

Current liabilities

Accounts payable

Taxes Payable paid by Richmpnd County

Long Term Debt \$0

Mortgage \$0

Other \$0

B. Total Liabilities \$0

Equity

Retained earnings/deficit \$77,537.00

General reserve \$0

C. Total Equity \$77,537.00

Total Liabilities and Equity \$77,537.00

(A must equal B + C)



STATEMENT OF INCOME AND EXPENDITURES FOR:

St Peter's Community Club

(Name of society)

For the fiscal period ending

2025/07/31

(yyyy/mm/dd)

Income:

Membership fees	\$0
Fund raising	\$23,319.19
Other revenue	\$795.14
Other revenue	\$794.96 donations
A. Total Income	\$24,909.29

Expenditures

Administration	\$0
Education and Training	\$0
Insurance	\$1227.00
Professional fees	\$0
Salaries	\$19,625.00
Other expenditures	\$5,483.43 Shed
Other expenditures	\$4,183.32 Internet, phone, water, sewer
B. Total Expenditures	\$30,159.25

C. Net Surplus or (Deficit) (A-B=C) - \$5,249.96

D. Surplus or (Deficit), beginning of year \$19,906.65

E. Surplus or (Deficit), end of year (C + D = E) \$14,656.69 + \$7,280.30 = \$21,936.99

A.C.C Inc

**12 MacAskill Drive B0E 3B0
St. Peter's Nova Scotia
Phone (902) 535-2504 Fax (902) 535-3721**

**A.C.C
CONTRACTING INC**

PROPOSAL

Proposal Submitted to: Nicholas Deny's Museum
Phone:
Address: 46 Deny's Street St. Peter's N.S
Job Name: Renovation
Job Location: 46 Deny's Street St. Peter's

We hereby submit specifications and estimate for renovation upgrades.

Material and labor to complete the following.

- Remove all interior wall coverings. This includes the Parlor room.
- Install strapping on the ceiling for the installation of Sheet Rock
- Extend the height of the wall along the parlor and bathroom to the height of the ceiling. A hatch will be built into the wall to allow access for storage. The interior of the storage area is not to be finished.
- Closed cell spray foam insulation to be installed in all the exterior walls.
- Cellulose insulation will be installed in the ceiling, complete with 6m vapor barrier, tuck taped joints and Tru-vents.
- Install two mini split heat pumps, size in accordance with the square feet of the building
- Install a single layer of 5/8" fire rated sheet rock to all walls and ceilings. All Sheet Rock will be properly crack filled and painted. One coat of primer with two coats of finish paint

Initials

Not Included in Estimate

- Light fixtures – the installation of the fixtures is included but not new fixtures if needed.
- Any mirrors, medicine cabinets, furniture, appliances, and toilets
- Repairing rot.
- Electrical upgrade
- Plumbing
- Flooring in any location
- Doors, windows, furniture
- Spray foam in the floor
- Fake beams
- Work on fireplace
- Work on the exterior
- Any work in the bathroom
- Vanities
- Toilets
- Faucets
- Removal or replacement of all artifacts.
- Cost of storage
- Any work other than described above.

Initials

PROJECT EXPENSES

Selected Vendor/Supplier & in-kind	Description (components, details or math for in-kind)	Amount	Quotes Attached? To uncheck, check twice	
			Yes	No
ACC Contracting	Permit electrical components	1140.00	<input type="checkbox"/>	<input type="checkbox"/>
ACC Contracting	labor electrical	1140.00	<input type="checkbox"/>	<input type="checkbox"/>
A-1 Butter	material & labor	6566.40	<input type="checkbox"/>	<input type="checkbox"/>
ACC Contracting	labor to hang up paint crack fill drywall	6885.00	<input type="checkbox"/>	<input type="checkbox"/>
ACC Contracting	labor to strip ceiling build up walls & remove w.b.	11625.00	<input type="checkbox"/>	<input type="checkbox"/>
Home Hardware RM handy	materials for 50	18991.57	<input type="checkbox"/>	<input type="checkbox"/>
Landry Brothers LTD	Heat pumps	21506.44	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
Total Est. Project Cost		\$ 97918.01		

taxes included

RMP ELECTRICAL INC

**9963 Grenville Street 2nd Floor
St. Peter's, Nova Scotia, BoE 3Bo
Phone: (902) 371-0303**

Renovation Proposal

**Submitted To: Nicholas Denys Museum
Address: 46 Denys Street, St. Peter's, Nova Scotia
Project Title: Building Renovation and Accessibility Improvements**

Project Overview

RMP Electrical Inc. is pleased to submit this proposal for renovation and upgrade work at the Nicholas Denys Museum. The intent of this project is to improve energy efficiency, and long-term functionality of the building while respecting its historic character. All work will be completed in compliance with applicable codes, standards, and best practices.

This proposal includes the supply of all labor, materials, equipment, and supervision required to complete the scope of work described herein.

Scope of Work

Interior Renovations and Accessibility Improvements

Removal of existing interior wall finishes in all areas, including the bathroom and parlor room.

Installation of ceiling strapping to accommodate new gypsum board finishes.

Extension of wall height along the parlor and bathroom areas to meet the ceiling plane.

Insulation and Energy Efficiency Upgrades

Installation of cellulose insulation in the ceiling, including a continuous 6-mil vapor barrier, sealed joints, and Tru-Vents to support proper ventilation and moisture control.

Installation of closed-cell spray foam insulation in all exterior wall cavities to improve thermal performance and air sealing.

Electrical

Existing light fixtures will be reused where feasible; obsolete fluorescent fixtures will be removed and properly disposed of. Up to eight additional receptacles will be installed

Heating

Installation of two mini split heat pumps. Size installed will be in accordance with the heat requirements for the size of the museum.

Interior Finishes and Building Features

Supply and installation of one-layer 5/8-inch fire-rated gypsum board on all walls and ceilings. Surfaces will be professionally finished, primed and painted.

Site Management

Continuous site housekeeping and final cleanup upon project completion to ensure a safe and orderly work environment.

Exclusions

The following items are not included in this proposal:

Repairs to structural deterioration discovered during construction; such work will be addressed on a time-and-materials basis upon owner approval.

Removal, handling, storage, or replacement of museum artifacts.

Work on the exterior of the building

Insulation in the floor

Completion of the interior in the storage area

Electrical up grade to 200-amp service

Light fixtures

Flooring

Exclusions Continued

Plumbing

Furniture or plumbing fixtures

Storage cost

Financial Summary

Subtotal: \$56 364.88

HST (14 $\frac{0}{100}$): \$ 7891.08

Total Project Cost: \$ 64 255.96

Deposit (25 $\frac{0}{100}$) - Prior to Commencement

Payments as job progresses

Terms and Conditions

- Occupancy or final approvals will be released at the time of final payment.
- Cost increases resulting from supply chain disruptions, regulatory changes occurring after contract execution will be supported by documentation and addressed accordingly.
- Nicolas Denys Museum is responsible for maintaining appropriate insurance coverage for the duration of the project.
- RMP Electrical Inc. maintains valid Workers' Compensation coverage and commercial general liability insurance.
- Overdue invoices may be subject to interest charges and legal remedies in accordance with applicable laws.

Acceptance

The undersigned hereby accepts the prices, scope, and conditions outlined in this proposal and authorizes RMP Inc. to proceed with the work.

This proposal may be withdrawn by the contractor if not accepted within thirty (45) days of the proposal date.

Date of Proposal: February 11, 2026

Date of Acceptance: _____

Authorized Signature:  _____

Organization: Nicholas Denys Museum

Contractor: RMP Electrical Inc.

RMP ELECTRICAL INC

9963 Grenville Street 2nd Floor
St. Peter's, Nova Scotia, B0E 3B0
Phone: (902) 371-0303

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Extension of wall height along the parlor and bathroom areas to meet the ceiling plane.

Insulation and Energy Efficiency Upgrades

Installation of cellulose insulation in the ceiling, including a continuous 6-mil vapor barrier, sealed joints, and Tru-Vents to support proper ventilation and moisture control.

Installation of closed-cell spray foam insulation in all exterior wall cavities to improve thermal performance and air sealing.

Electrical

Warden's Report: February 2026

Event	Organization/Issue	Date(s)
Seniors Take Action Coalition Alignment Session (Virtual)	Inservice	February 2, 2026
Green Energy and the Fisheries Meeting (Virtual)	Meeting	February 3, 2026
Meeting with Energy Manager	Meeting	February 3, 2026
Interview re: Strait Area Cooperation on Energy (Virtual)	Media	February 3, 2026
Superport Planning Session (Virtual)	Meeting	February 5, 2026
Meeting with Happy Cities re: At Home Housing (Virtual)	Meeting	February 5, 2026
Monthly Hydrogen Meeting (Virtual)	Meeting	February 5, 2026
IDEA Committee Meeting – ex officio member (Virtual)	Meeting	February 5, 2026
BIO Seminar Windfarm development and the Fishery (Virtual)	Inservice	February 6, 2026
Tourism Seminar hosted by CDENE	Inservice	February 9, 2026
Meeting with MLA and Retired Teachers' Organization	Meeting	February 10, 2026
Strait of Canso Offshore Wind Task Force Meeting (Virtual)	Meeting	February 10, 2026
Recreation Advisory Committee Meeting	Meeting	February 12, 2026
Media Interview – Business View Magazine (Virtual)	Media	February 13, 2026
Meeting with At Home Consultant	Meeting	February 13, 2026
Fire Services Modernization Meeting (Virtual)	Meeting	February 17, 2026
At Home/New Dawn Presentation to PHK Council	Presentation	February 17, 2026
EDPC Organizational Review Session	Meeting	February 18, 2026
EverWind Community Liaison Committee	Meeting	February 18, 2026
Community Engagement re Point Tupper Area Rate	Meeting	February 18, 2026
Presentation to Gr. 9s at RECA	Presentation	February 20, 2026
Meeting with Invest NS Leadership (Virtual)	Meeting	February 20, 2026
EDPC Steering Committee Meeting (Virtual)	Meeting	February 23, 2026
Meeting with Energy Manager re: Learning Journey	Meeting	February 25, 2026
Fire Protection Services Committee – ex officio member	Meeting	February 25, 2026
Media Interview – Business View Magazine (Virtual)	Media	February 26, 2026
NSFM Meeting re: Budget 2026 (Virtual)	Meeting	February 26, 2026
CBC Interview re: Winter Weather (Virtual)	Media	February 27, 2026

Meetings of Council or Meetings where all Councillors are present:

Meeting	Date
Planning Advisory/Heritage Committee Meeting	February 3, 2026
Bylaw/Policy Committee Meeting	February 4, 2026
In Camera Council Session	February 10, 2026
Bylaw/Policy Committee Meeting	February 10, 2026
Committee of the Whole Meeting	February 10, 2026
In Camera Council Session	February 24, 2026
Regular Council Meeting	February 24, 2026
Special Council Meeting: Budget Deliberation	February 26, 2026

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

Memorandum

To: MOCR Council via Committee of the Whole
From: Lois Landry, Warden and Councillor for District 2
Date: March 5, 2026
RE: Agenda Item – March 10, 2026: Epilepsy Awareness

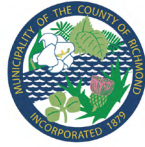
Background:

I was contacted by a resident who asked if we could consider flying the Epilepsy Awareness Flag ahead of Epilepsy Awareness Day (also called *Purple Day*) which takes place on March 26th each year. This resident asked me, as Warden, to make the request on behalf of families in Richmond County who live with or have loved ones living with epilepsy. I'm certainly happy to do so as the mother of a young man living with this challenging neurological condition.

As a small rural community, we often don't have chapters of larger organizations who can reach out to each municipality to make formal requests for their flag to be flown. That said, Epilepsy Awareness Day is a global initiative to raise awareness about epilepsy and support those affected by it. Purple Day was created by nine-year old Cassidy Megan of Nova Scotia in 2008 and is supported by The Anita Kaufmann Foundation and the Epilepsy Association of Nova Scotia.

Request:

That steps be taken by staff to recognize Epilepsy Awareness/Purple Day held on March 26, 2026.



Title: Flag Policy

Approved by Council

Date: June 24, 2024

Policy Review Notification

Date: June 14, 2024

Policy Review

Date: June 18, 2024

I certify this to be a true copy of the **Flag Policy** as adopted by the Municipal Council of Richmond County at a Public Meeting held June 24, 2024.

Shelley David

1. Purpose

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

2. Scope

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

3. Roles & Responsibilities

3.1. Municipal Council will be responsible to:

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

3.2. The CAO will be responsible to:

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

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

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

4. Definitions

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

Policy

5. Policy Statement

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

6. Permanent Flags

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

7. Community Flags

- 7.1. At appropriate times the following flags shall be flown on the sixth flagpole:
- a) An appropriate Irish flag in the week leading up to March 17th
 - b) An appropriate flag during Autism Awareness Month
 - c) An appropriate flag during Gaelic Awareness Month
 - d) An appropriate flag during Access Awareness Week
 - e) An appropriate flag during Victoria Order of Nurses (VON) Week
 - f) An appropriate Pride flag during the month of June
 - g) An appropriate flag in the week leading up to National Day for Truth and Reconciliation on September 30th
 - h) An appropriate flag during Veterans Week
- 7.2. Other community groups may submit a written request to fly a specified flag on the sixth flagpole subject to the Council's approval. It is the responsibility of the community group to provide the appropriate flag that is to be flown.
- 7.3. Written requests should be made to the Municipality and include the following information:
- a) Community Group name;
 - b) Primary contact name, email, and phone number;
 - c) Dates of flag flying requested;
 - d) Name and image of the flag;
 - e) Purpose of the flag raising; and
 - f) Any additional relevant information (website, event invitation, etc)
- 7.4. The Municipality will consider flying community flags that:
- a) Support events or organizations that play a significant role in the MOCR.
 - b) Promote the cultural diversity of the Municipality, and
 - c) Build community connections between the Municipality and community groups and organizations.
 - d) Align with and bring awareness to the Municipality's strategic plan.
- 7.5. The Municipality will not fly the flag of religious, political, or commercial groups.

- 7.6. Requests to fly a community flag will be determined on a first come first served basis.
- 7.7. The Municipality reserves the right to accept, decide the duration of, reject, or amend any requests to fly a community flag on Municipal property.

8. Flag Etiquette

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

9. Flags at Half-Staff

- 9.1. Flags will be flown at half-staff to mark the passing of any of the prominent public figures listed below, for a period beginning when the Municipality becomes aware of the individual's death until and including the date of the funeral or memorial service or until reasonably determined by the CAO.
 - a) Prominent Public Figures
 - i. The Sovereign, or a member of the Royal Family related to the Sovereign in the first degree (spouse, child, parent, sibling)
 - ii. The Governor General or current and former Prime Ministers of Canada
 - iii. The Lieutenant Governor and current or former Premiers of Nova Scotia
 - iv. Current or former Members of Municipal Council
 - v. Current or former Members of Parliament who represent or represented the Municipality of the County of Richmond
 - vi. Current or former Members of Legislative Assembly who represent or represented the Municipality of the County of Richmond
 - b) Protective Services in Richmond County (while on active duty)
 - i. Police
 - ii. Fire Services
 - iii. Emergency Health Services
 - iv. Provincial Conservation Officers
 - v. Federal Fisheries Officers

- c) Canadian Military personnel from Richmond County (while on active duty)
- d) Other Circumstances
 - i. To mourn lives lost in tragic national and international events. The Municipality of Richmond will generally mirror the practice of the Province of Nova Scotia.
 - ii. Other individuals and events may be recognized at the direction of the Municipal Council and/or the Chief Administrative Officer of the Municipality of the County of Richmond.

10. Community Requests for Half-Staffing

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

11. Review

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

Policy Review/Amendment

Date of Review	Approved/Amended by Council
	November 22, 2021
April 25, 2022 – Amended to add a “Review” section at the end of the policy	April 25, 2022
June 18, 2024 – Amended to add a sixth flagpole for community flags and to add sections 2, 3, 4,5, and 7.	June 24, 2024



Memo

To: Municipal Council
From: Troy MacCulloch, CAO
Date: March 5, 2026
Re: Administration Operations Report, February - March 2026

Administration

Continuing by-law/policy development:

- Upcoming: Dry Hydrants, Solid Waste By-law, By-law No. 17, 2025-2026 Grants Policy

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. – meeting this week to sign
- Water withdrawal renewal for Landrie Lake - Submission to NSRAB by Mar. 10

Economic Development:

- Land inventory/map with Eastern District Planning Commission (EDPC) (draft completed; refining underway) - final edits have been delayed. Hope to have it completed by months end.
- New webpage under consideration for Point Tupper via Strait of Canso site
- Awarded Basin Rd Subdivision – preparing development and purchase sale agreement with Legal. It has been reviewed by the proponent, and we are getting it signed presently.
- Working with our new Economic Development Officer, Megraj Solanki, with the Cape Breton 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
- Climate Ready Infrastructure Service (CRIS) Start-up meeting for the engineering taking place at Unity Drive in our Joint Industrial Park.
- Monthly meetings (CAO roundtable) with the Minister & Deputy Minister 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 – Provincial Fire Services Review
- Meetings with Regional EMO and CAO's as we adapt and plan for the changes provincially with regards to Emergency Management
- First review of the Everwind Pumphouse Design at Landrie Lake – review by our engineer has been completed, and results have been shared with the Everwind Team.
- Working with Bell and Rogers on Fibre loop project in Point Tupper
- Working with At Home to locate suitable lands for future housing projects in Richmond County
- Engagement with Consultants as we review the Operations/Organization of EDPC

Energy Sector Development

Strait of Canso Clean Fuels Domestic Use Strategy:

- Consultants, Deloitte and WESI, are still doing the last revisions and developing the final report.

Strait of Canso Ports Green Energy Value Proposition:

- Site is completed and was launched on 5 March.
- Available on www.thestraitofcanso.ca/port-assets

QUEST Canada – Net-Zero Community Accelerator:

- Clean Foundation contracted to develop a Community Energy & Emissions Plan (CEEP) for Richmond County.
- Clean Foundation and QUEST Canada are still analyzing results from workshops and data from greenhouse gas emission questionnaires.

Community Climate Capacity Program:

- CRIS application for Unity Drive was successful – kickoff meeting with CBCL on 23 February.
- Helped EDPC apply to NSFM's Coastal Planning Support Program – awaiting decision.

Other Sector Work:

- The Extreme Storm Event Flood Hazard Mapping project for Point Tupper is ongoing with CBCL as the consultant – next draft report expected before end of March.
- MOCR enrolled in Efficiency1's Roving Municipal Energy Management Service from April 2026.
- Developed Strait of Canso marketing materials for upcoming trade missions.
- Attended EverWind CLC meeting on 18 February.
- Attended Atlantic Economic Council's State of the Region 2026 (webinar) on 3 March.
- Attended Marine Renewables Canada's 2025 Sector Vision (webinar) on 4 March
- Attended monthly Strait Area Municipalities Hydrogen meeting with NS Department of Energy on 5 March.

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)
 - Attended We Care Day – February 25th @ St. Louis Parish Hall
 - Presenting at We Care Day – March 25th @ St. Louis Parsh Hall
- Fire Protection Services Committee (FPSC) meetings
 - February 25th – Completed
 - Next meeting is scheduled for April 15th
- Fire Service Association of Nova Scotia (FSANS) meetings
 - Board of Directors Meeting – January 25th - Completed
 - Fire Service Governance review - ongoing – January 11th - Completed
- Strait Area Mutual Aid Association (SAMAA)
 - February 2nd meeting - Completed
- 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 Provincial Firefighter Training Advisory Committee – ongoing
 - Next meeting February 10th - **Completed**
- County mapping – emergency planning – ongoing
- VVPR – ongoing
- Voyent Alerting – as needed
- NS Alert App– promotion - **ongoing**
- Community Climate Capacity sessions - ongoing
- PSFC TMR2 changes info session – January 23rd - **Completed**
- DEM Emergency Resilience Forum – January 27th - 29th - **Completed**
- DEM Led Fire Service Modernization Planning sessions – January 17th, 22nd, 31st - **Completed**
- ICS 200 Course instruction – February 21st-22nd - **Completed**
- Comfort Centre Check-ins – ongoing
 - **Met with the Board at L'Ardoise Community Hall February 6th - Completed**
- TMR radio updates – January 20th -22nd – **Completed**
- Telile interview with Warden – January 30th – **Completed**
- **RFP Meeting for audit of Fire Service Apparatus, Equipment and Stations – February 12th – Completed**
 - **Presented to FPSC February 25th, motion to move forward**
- **Dry hydrant policy revision - ongoing**
- **Attended the St. Peter's VFD AGM – February 19th – Completed**
- **VFD Insurance renewal updates - ongoing**

Department of Community Development and Recreation

Programs:

- **Winter Programming is wrapping up**
- **Spring Programming will begin the week of April 6th**
- **Next scheduled Recreation Advisory Committee meeting is Thursday June 11, 2026, 7:00 pm.**
- **March Break activities are being scheduled and will be promoted on our social media accounts**
- **The Recreation Department is offering a March Break Special Rate for ice rentals; \$125/hr (some restrictions apply). For more information contact the Recreation Department at 902.226.2400 option: 5**
- 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
- The IDEA Committee is working with Sheppard Diversity to create EDI (Equity, Diversity, Inclusion) training modules

Community Projects & Initiatives:

- February 2026 Volunteer of the Month, Nikki Carter, District 3
- Partnered with Richmond Rainbow Alliance and Truro Pride to host two sessions, Queer 101 training at the Richmond Arena
- Staff attended the Opportunity Fund Information Session and stakeholders meeting hosted by the YMCA-Cape Breton
- Staff attended STAC We Care Day
- Staff is working with Destination Cape Breton, CBRM, Victoria and Inverness County staff to create a map highlighting cultural landmarks and museums in Cape Breton
- The IDEA Committee is preparing for the 2026 Access Awareness Week, May 31 – June 6, 2026
- The IDEA Committee meeting is Thursday March 5th at 4:15 pm
- Staff will be attending the Raising the Villages Regional Wellbeing Conference on March 26th at the Wagmatcook Cultural and Heritage Centre
- 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 Couty to support housing growth

Department of Finance

Budgeting & Reporting:

- Preparing the Fire Department workbooks.
- Preparing Information for Budget Deliberations.
- Presented Draft Funding Contributions for Council Consideration.
- In the process of installing Esend with Diamond to be able to email utility and tax bills.
- Preparing HST Offset Application 2026-2027.
- Preparing for Year-End.

Taxation & Operational Task:

- Preparing for April 1, 2026, Interim Billing.
- 60 Day Notices will be mailed next week.
- Next Tax Sale is scheduled for June 12th, 2026.
- Completing Year-End Reporting for Auditors.

Staffing & Training:

- Meeting with the Municipal 9 to determine what are next steps are with Diamond and the NaviLine Early Adopters.
- 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:

- Tender for Arena Floor/Refrigeration Plant closes March 11, 2026.
- Municipal Building Improvements (boiler replacement). RFQ issued. Replacement cancelled in favour of repairs on recommendation of maintenance contractor.
- Municipal Building HVAC Renewal. Tender in development. Deferred to 26/27.
- Fleet Vehicle (1/2 ton truck). Delivered.
- Sewer system Renewal 25/26. In progress. Estimated completion March 2026.
- Waste Management Facility Transfer Station Renewal. 95% complete. Estimated completion March 2026.
- 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. Estimated completion Spring 2026.
- District Meter Installations. Not started.
- Bulk Water Filling Station. Equipment delivered. Installation awarded with work to begin spring 2026.
- Spare High Lift Pump – Arichat WTP. RFQ issued.
- Demo of Old WTP in Louisdale (assessment 25/26). Not started.
- Arichat Water System Upgrades. Engineering underway.
- 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.
- Solid Waste Facility will be setup to accept new depot materials for Circular Materials (CM), awaiting storage container to house depot material (supplied by CM);
- Design review package and class “B” cost estimate provided by consultant. Briefing note to be submitted to Council for approval to proceed with expansion of C&D site in 2026.

Richmond Water Utility:

- Directive issued by NSECC to address ongoing exceedances with aluminum residual in the backwash water discharge to brook. Pre-Engineering completed, final decision to be made and included in the upcoming capital budget deliberations.
- \$250,000 in GRID funding approved for replacement of approximately 400 metres of watermain in Louisdale along Bennies Lane. Total project cost \$500,000. NSRAB approval required prior to proceeding. To be included in upcoming capital budget deliberations.

Buildings:

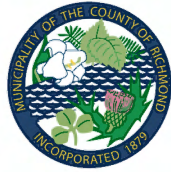
- Municipal Office solar PV energy produced February 2026 = 2.4 MWh

General:

- Efforts are ongoing to fill vacancies within the department.

Upcoming Council & ABCC Meetings

- March 11, 2026 – RCMP Advisory Board Meeting, 5:30 p.m.
- March 16, 2026 – By-Law/Policy Committee, 6:00 p.m.
- March 23, 2026 – Municipal Emergency Management Advisory Committee, 6:00 p.m.
- March 24, 2026 – Regular Council, 7:00 p.m.



February Volunteer of the Month – Nikki Carter

Nikki Carter is a dedicated volunteer with St. Louis Parish, where she has generously contributed countless volunteer hours to her community, supporting the religious education program, leading First Communion preparations, and coordinating the children’s Christmas pageant for many years.

Beyond the parish, Nikki has organized major community events including the New Year’s Dance, craft markets, and Canada Day celebrations at the parish hall.

Her dedication, warmth, and willingness to step forward inspire others to get involved, strengthening community bonds and enhancing the vibrancy of Louisdale. Nikki’s ongoing contributions continue to make a meaningful difference in the lives of those around her.

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





Village of St. Peter's

A Member of the Association of Nova Scotia Villages

60 Denys Street, PO Box 452

St. Peter's, NS B0E 3B0

Phone: 902-535-2155 Fax: 902-535-2330

Email: stpeters.village@stpeterscable.com

February 26, 2026

Municipality of the County of Richmond
Attention: Kathleen Jeffrey
Director of Finance
2357 Highway 206
PO Box 120
Arichat, NS B0E 1A0

Via email: cfo@richmondcounty.ca

Ms. Jeffrey,

Re: Request for CCBF for the Village of St. Peter's

Please accept this letter as a request for the Village of St. Peter's to access the CCBF that has been set aside for the Village for the following project.

The Village of St. Peter's is requesting capital financing, under the CCBF category of wastewater, to cover 50% the total cost of St. Peter's Sewer Lift Station Pump Replacement Project. The project will include the purchase and installation of 4 new Flygt submersible pumps, one for each of our 4 oldest lift stations. The 8 pumps currently in our 4 oldest lift stations are 30+ years old. There has been repair and refurbishment work completed on several of the pumps over the years, however, they are coming to the end of their useful lifespan.

The Village had planned to apply for PCAP to cover the remaining 50% of the project, as the PCAP funding has been cut for the coming fiscal year, we will be looking for alternative funding.

If we are unable to secure funding to cover the balance of the project, we would modify the project to remove the two 3hp pumps. This reduced project still follows the requirements of the Municipality of the County of Richmond's Canada Community-Building Fund (CCBF) Policy.

The Village of St. Peter's has sufficient funds in to cover 50% of the modified project.

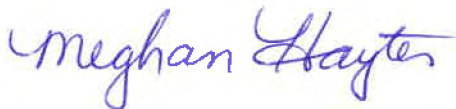
All of the pumps to be purchased will be Flygt submersible pumps with the following costs:

	Model	Horsepower	Price	Installation
Strachen Cove Lift Station	3153.185	20hp	\$35,250.00	\$750.00
Inn Lift Station	3153.185	15hp	\$32,150.00	\$750.00
Northside Lift Station	3085.060	3hp	\$12,358.00	\$750.00
East of Canal Lift Station	3085.060	3hp	\$12,358.00	\$750.00
Totals			\$92,116.00	\$3,000.00

As per the table above, the total project is estimated to cost \$95,116.00 plus HST. If the project requires modification, the modified work is estimated to cost \$68,900.00 plus HST.

I look forward to hearing from you regarding this submission for CCBF. If you have any questions, please do not hesitate to contact me.

Sincerely,



Meghan Hayter,
Clerk

cc: Troy MacCulloch, CAO, Municipality of the County of Richmond

(CAO@richmondcounty.ca)

Amanda Mombourquette, Deputy Warden, District 4 Councillor

(amombourquette@richmondcounty.ca)



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
2357 Highway 206 P.O. Box 120 Arichat, Nova Scotia B0E 1A0
www.richmondcounty.ca



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

WARDEN

February 27, 2026

Hon. Timothy Halman, Minister
Department of Environment and Climate Change
PO Box 442
Halifax, NS B3J 2P8

SUBJECT: Minimum Lot Size Standards

Dear Minister Halman:

On behalf of Richmond County Council, I am writing following a recent motion requesting that the Province review minimum lot size standards and on-site septic regulations, particularly considering how newer technologies may allow for smaller, safe, and environmentally responsible lot development.

Richmond County is actively working to update our Land Use Bylaws to promote housing development on both small and larger scales. Council has made it clear that we want to be housing-friendly, encouraging a range of options that meet the needs of seniors wishing to downsize, young families looking to establish roots, and workers who are essential to our growing economy. As we modernize our planning framework, we are identifying areas where provincial standards may limit our ability to support compact, efficient development.

We recognize and respect the Province's responsibility to protect public health and the environment. At the same time, advances in on-site wastewater technology and treatment systems have evolved significantly in recent years. Jurisdictions like British Columbia and Ontario have incorporated performance-based approaches and advanced treatment systems to enable smaller lot sizes without compromising environmental integrity or groundwater protection.

In rural municipalities such as ours, where central sewer systems are not always cost-effective, flexibility in minimum lot size standards, grounded in sound science and modern engineering, could meaningfully expand opportunities for responsible growth. Such changes would assist municipalities in addressing housing supply challenges while maintaining strong environmental safeguards.

We are therefore requesting that your Department review the current provincial minimum lot size standards and on-site septic disposal regulations, with consideration given to how updated technology and performance-based standards might allow for reduced lot sizes where appropriate.

MINISTER TIMOTHY HALMAN

Page 2

Richmond County remains committed to working collaboratively with the Province to ensure that housing development and environmental stewardship move forward together.

Sincerely,



Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond
Hon. Trevor Boudreau, MLA for Richmond



WARDEN

February 25, 2026

Hon. Tim Houston, Premier
PO Box 726
Halifax, NS B3J 2T3

SUBJECT: Closure of Visitor Information Centres at Points of Entry

Dear Premier:

On behalf of the Council of the Municipality of the County of Richmond, I am writing to ask that the Government of Nova Scotia reconsider its decision to close Visitor Information Centres (VICs) at key ports of entry to our province, including the gateway to Cape Breton Island at Port Hastings, as well as Yarmouth, Amherst, and the Halifax Stanfield International Airport.

Our Municipality is particularly concerned about the closure of the Port Hastings VIC. It is far more than an information booth; it serves as a strategic piece of economic infrastructure supporting an estimated \$700+ million tourism economy on Cape Breton Island.

While many visitors now use digital platforms to plan their trips, recent data shows a clear and growing demand for in-person guidance. In 2025 (January–September), overall provincial visitation increased by just 1%, yet the number of visitors seeking counselling at provincial VICs increased by 13%, following a 14% increase the previous year. In other words, travellers may book online, but once they arrive, they still want to speak to someone.

This matters because the primary demographic visiting Cape Breton Island is empty nest couples aged 45 and older, a group that consistently uses VIC services. They look to our centres not only for recommendations, but also for reassurance and direction when plans change. Whether it's hurricanes, wildfires, drought conditions, or other unexpected events, visitors who are unfamiliar with our geography often need real-time guidance to pivot safely and confidently.

The Port Hastings VIC truly is the "front door" to Cape Breton Island. The Island attracts approximately 20% of all Nova Scotia visitors, despite representing just 13.6% of the province's population. Every dollar spent on Cape Breton Island generates \$2.62 in total economic output – significantly higher than the provincial average of \$2.20.

If we are serious about growing tourism, the most effective lever is increasing length of stay. Adding just one extra day to the average visit could generate an estimated \$125 million annually for the Island. The Port Hastings location at the Canso Causeway allows staff to influence travel patterns at a critical decision point, encouraging visitors to explore rural routes and supporting locally owned accommodations, restaurants, craft shops, and community events that do not have large marketing

Premier Tim Houston

Page 2

budgets. The internet will not direct visitors to the monthly fish fry at the Legion or music trivia night in St. Peter's, but those experiences are often what make a trip memorable and encourage visitors to stay longer.

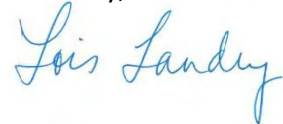
From a fiscal standpoint, the estimated seasonal operating cost of the Port Hastings VIC ranges from \$144,000 to \$193,000. By comparison, losing even 1% of Cape Breton's \$700+ million tourism GDP would represent approximately \$7 million in economic loss, far outweighing the projected savings from closure.

Beyond the numbers, there is also a reputational consideration. Nova Scotia, and particularly Cape Breton, has built its brand on authentic hospitality and personal connection. A closed building at a major gateway sends a message that does not align with that promise.

Council respectfully asks the Province to reverse the decision to close these key Visitor Information Centres. Tourism remains one of Nova Scotia's strongest economic drivers. Keeping meaningful, human-first entry points at our gateways is not simply a hospitality choice, it is a sound economic strategy.

Thank you for your consideration. We would welcome the opportunity to speak further at your convenience.

Sincerely,



Lois Landry, Warden
Municipality of the County of Richmond

cc: Hon. John Lohr, Minister of Finance and Treasury Board
Hon. David Ritcey, Minister of Communities, Culture, Tourism, and Heritage
Hon. Trevor Boudreau, MLA for Richmond
Terry Smith, CEO, Destination Cape Breton
Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

WARDEN

February 26, 2026

The Honourable Tim Houston
Premier of Nova Scotia
PO Box 726
Halifax, NS B3J 2T3

Dear Premier Houston:

On behalf of the Council of the Municipality of the County of Richmond, I am writing to express our support for the position outlined by the Municipality of the County of Antigonish in its recent correspondence regarding Nova Scotia Power.

Like many municipalities, Richmond County is increasingly concerned about electricity affordability and the long-term implications of rate decisions on residents, businesses, and local governments. Rising power costs place real pressure on household budgets, particularly for seniors and those on fixed incomes, and directly affect the viability of small businesses and community organizations.

We are particularly supportive of the call for meaningful examination of rate stabilization measures, including consideration of a rate freeze, as well as a broader and transparent discussion about the future structure and potential ownership models of our province's electricity system. These are significant policy questions that deserve thoughtful public dialogue, given the direct impact they have on every Nova Scotian.

As a rural municipality working to grow our population, strengthen our economy, and support new development, predictable and fair electricity rates are essential. Energy affordability is foundational to economic confidence and long-term sustainability.

Richmond County Council stands in support of the issues raised by the Municipality of the County of Antigonish and encourages the Province to carefully consider the path forward in a way that prioritizes ratepayers and long-term public interest.

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
Nicholas MacInnis, Warden, Municipality of the County of Antigonish

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

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

Web 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
7th 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



Municipal Affairs
Office of the Minister

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

February 26, 2026

Lois Landry
Warden, Municipality of the County of Richmond
Via Email: lois.landry@richmondcounty.ca

Dear Warden Landry:

Thank you for your letter of February 4, 2026, and for sharing the Municipality of the County of Richmond's perspective on the role municipalities play in supporting affordable housing development. I appreciate Council taking the time to outline the opportunities you see for more flexible and locally responsive tools.

We note your suggestion regarding potential amendments to the *Municipal Government Act* (MGA) to enable tax rebates and other tax-based incentives for affordable housing projects. Your advice will be taken into consideration as we continue to assess policy and legislative options, and we appreciate your insights on how targeted incentives could help improve project viability.

There are tools currently available in the *MGA* which may assist in supporting affordable housing. For example, Subsection 57(4) enables municipalities to provide direct financial assistance to a business for the purpose of increasing the availability of affordable housing within the municipality.

In addition, amendments introduced through Bill 419(2024) allow municipalities to sell or lease property below market value for any purpose deemed beneficial by the Council and not only to a non-profit organization. This option may also help advance affordable housing initiatives.

Thank you again for reaching out with your concerns.

Yours truly,

A handwritten signature in black ink that reads "John A. MacDonald".

Honourable John A. MacDonald
Minister of Municipal Affairs

PNS-63965/fk

February 24, 2025

To Mayors, Wardens, Village Chairs:

Yesterday, February 23, the Government of Nova Scotia released Budget 2026-27 - Defending Nova Scotia (<https://novascotia.ca/budget>).

Over the past five years, Government has made significant investments in programs and services to improve healthcare, strengthen our communities and support those who need it most.

In the face of continuing global uncertainty and slower revenue growth, we need to manage expenses carefully. Government is undertaking a number of measures including reducing the size of the civil service by 5%, reducing the size of the broader public service by 3% and reducing Government operating costs. We have also made the difficult decision to reduce discretionary grants.

For the Department of Municipal Affairs, the following programs will end:

- Flood Risk Infrastructure Investment Program (FRIIP)
- Provincial Capital Assistance Program (PCAP)
- Municipal Innovation Program (MIP)
- Growth & Renewal for Infrastructure Development (GRID)

Since 2021, this Government has committed nearly \$500 million to municipalities to support critical projects such as drinking water, wastewater, disaster mitigation, accessibility, and transit. Today, the Department continues to support more than 250 active projects in communities across the province, bringing real value and ongoing benefits to municipalities.

I appreciate this may be concerning and I want you to know we continue to be focused on working with municipalities to drive growth.

Many of the projects that would have been eligible under these provincial grant programs will also be eligible for consideration under other programs.

As well, these program changes do not affect funding agreements in place for previous fiscal years. Should you have questions, I encourage you to contact Hardy Stuckless, Executive Director, at hardy.stuckless@novascotia.ca for further information.

Sincerely,



Paul LaFleche
Deputy Minister

c: Chief Administrative Officers
Village Clerk Treasurers
Juanita Spencer, NSFM
Jeff Sunderland, AMANS

Road name change - Riverside Road

From Neish, Heather <Heather.Neish@novascotia.ca>

Date Wed 2/25/2026 12:05 PM

To NSCAF_Maintenance <NSCAFMaintenance@novascotia.ca>; Craig, Peter J <PeterJ.Craig2@novascotia.ca>; butts, Bryne (bbutts@edpc.ca) <bbutts@edpc.ca>; Mapping Support <MappingSupport@novascotia.ca>; Shelley David <Clerk@richmondcounty.ca>; David Hull <david.hull@canadapost.postescanada.ca>

 1 attachment (193 KB)

Notification Riverside Road.pdf

You don't often get email from heather.neish@novascotia.ca. [Learn why this is important](#)

Hello,

Please be advised of the following road name change within the Provincial Public Highway System as approved by the Nova Scotia Department of Public Works:

Riverside Road, from Trunk 4 to Inverness County Line, a total distance of approximately 0.462 kilometers in the community of Cleveland, Richmond County.

The road has been unofficially named Riverside Road for some time and your records may already be updated.

Sincerely,
Heather Neish
Road Listing Coordinator



Heather Neish (she/her)
Operations Services
NS Department of Public Works
1672 Granville Street, 4th Floor
PO Box 186, Halifax, NS Canada B3J 2N2



1672 Granville Street
Johnson Building, 4th Floor
P.O. Box 186
Halifax, NS B3J 2N2

Public Works

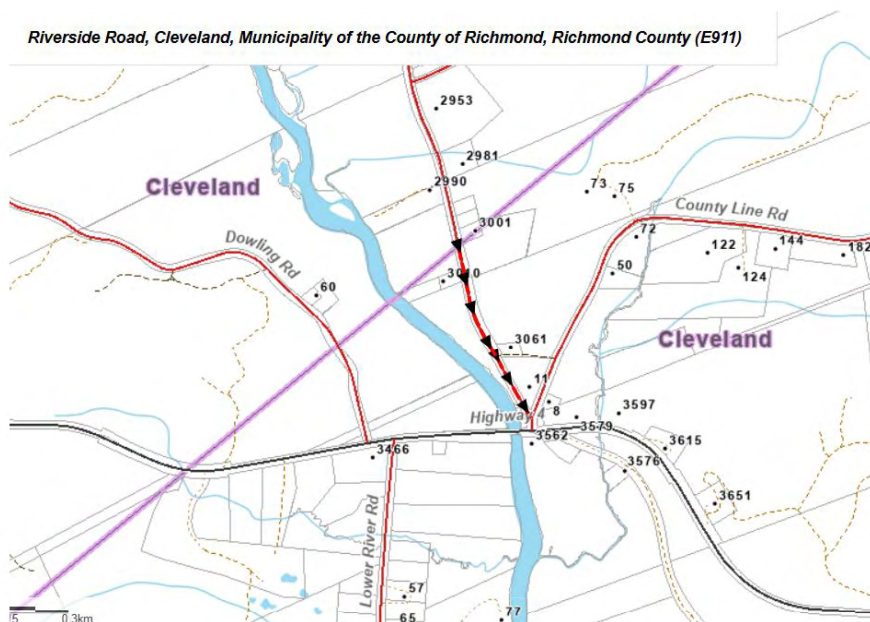
Date: February 25, 2026
To: Municipal Office, NS Geomatics Centre, Canada Post, Property Online,
Eastern District Planning Commission
From: Heather Neish, Road Listing Coordinator
Re: Road Listing – Riverside Road, Richmond County

Please be advised of the following road name change within the Provincial Public Highway System as approved by the Nova Scotia Department of Public Works:

Riverside Road, from Trunk 4 to Inverness County Line, a total distance of approximately 0.462 kilometers in the community of Cleveland, Richmond County.

The road has been unofficially named Riverside Road for some time and your records may already be updated.

SEGID 41000031





NOVA SCOTIA
Attorney General
Justice
Office of the Minister

PO Box 7, Halifax, Nova Scotia, Canada B3J 1T0 • Telephone 902 424-4030 • JustMin@novascotia.ca

February 27, 2026

Dear Chief Administrative Officer,

Re: RCMP Retroactive Pay Liability – Provincial Position on Cost Recovery

I am writing to formally update you on the matter of retroactive salary obligations arising from the first collective agreement concluded between the Government of Canada and the National Police Federation, and to confirm the Province of Nova Scotia's position regarding municipal cost implications under the Provincial Police Service Agreement (PPSA).

The RCMP collective agreement introduced retroactive salary adjustments spanning the 2017–18 through 2020–21 fiscal years. These adjustments have resulted in significant financial implications for jurisdictions policed under the PPSA. The Province recognizes the challenges associated with liabilities extending across multiple fiscal years.

From the outset, Nova Scotia has maintained that the retroactive compensation obligations flowing from the federal collective bargaining process for the first collective agreement are the responsibility of the Government of Canada. This position has been consistently communicated to Public Safety Canada through both ministerial and departmental correspondence and continues to guide the Province's engagement with the federal government.

Accordingly, I wish to formally advise that the Province of Nova Scotia will not recover any additional funds from municipalities in relation to retroactive RCMP salary obligations arising from the first collective agreement. No further invoices, adjustments, or charges will be issued to municipalities with respect to these retroactive costs. Amounts previously recovered from municipalities through earlier cost-sharing assessments remain reflected in provincial financial reporting and are not recoverable.

The Province continues to assert unequivocally that it did not have a meaningful role in negotiating the first RCMP collective agreement and should not be expected to assume financial responsibility for obligations arising solely from federal decision-making undertaken without meaningful inclusion of contract partners. The imposition of retroactive salary costs on PPSA partners is inconsistent with both the purpose and operational structure of the agreement. Nova Scotia has invoked the dispute resolution mechanism under the PPSA and continues to seek a formal and definitive response from Public Safety Canada acknowledging federal responsibility for the

financial consequences of its collective bargaining processes.

The Province will continue to advance Nova Scotia's position with the federal government concerning retroactive compensation and will advise municipal partners of any material developments. We are committed to ensuring that communication remains coordinated and transparent. Recognizing the importance of financial predictability for municipalities, we trust this confirmation provides the clarity necessary to support ongoing fiscal and operational planning.

Concurrently, the Province is advancing broader police modernization initiatives, including the development of a new funding arrangement for provincial police services delivered under the PPSA. This work is focused on establishing a modernized billing mechanism that more accurately reflects the needs of municipalities and the Province. Given the complexity of this initiative, the Minister has recommended further engagement to ensure all considerations, potential impacts, and operational challenges are fully understood prior to implementation. The Minister remains committed to a collaborative approach that results in a billing model that is fair, transparent, and responsive to the needs of Nova Scotian communities.

We will be following up in the near future to arrange a discussion regarding the forthcoming changes to the billing mechanism and to ensure municipalities have meaningful opportunities to provide input throughout this process.

The Province values the essential role municipalities play in delivering effective policing services across Nova Scotia. We appreciate your continued professionalism and collaboration as we work toward meaningful change in support of public safety.

Should you require further information, please contact Hayley Crichton, Executive Director, Public Safety and Security Division, at Hayley.Crichton@novascotia.ca or 902-225-0416.

Sincerely,

A handwritten signature in cursive script that reads "Scott Armstrong".

Honourable Scott Armstrong
Attorney General and Minister of Justice

NS-IEG-4717

March 46, 2026

Troy MacCulloch, CAO
Municipality of the County of Richmond
2357 Highway 206, PO Box 120
Arichat NS B0E 2W0
Via Email: tmacculloch@richmondcounty.ca

Dear Troy MacCulloch:

On February 23, the Government of Nova Scotia released Budget 2026-27, *Defending Nova Scotia* (<https://novascotia.ca/budget>).

Over the past five years, government has made significant investments in programs and services to improve healthcare, strengthen communities, and support Nova Scotians. In the face of continuing global uncertainty and slower revenue growth, government must manage expenses carefully and align spending with core priorities.

As part of Budget 2026-27, government is undertaking expenditure management measures, including reducing the size of the civil service by 5%, reducing the size of the broader public service by 3%, reducing government operating costs, and making the difficult decision to reduce discretionary spending.

In this context, the Department of Growth and Development is implementing a revised funding framework for the Regional Enterprise Networks. The new framework aims to provide business supports to improve consistency, clarity, and alignment with provincial economic priorities.

Beginning in the upcoming fiscal cycle, provincial funding will move from core operational support to a service delivery program model focused on defined regional economic development services:

- Business Navigation and Pathfinding
- Business Retention and Expansion
- Regional Coordination Functions

There will be no core operational funding available from the Department under this framework. Provincial funding will be limited to approved activities that align with departmental priorities and defined program objectives.

Eligible proponents may continue to access provincial funding through proposal driven intakes tied to defined activities and outcomes. Additional program details will be communicated in the coming weeks.

The Province recognizes the critical role that our partners play in supporting businesses, workforce development, and regional economic resilience. We appreciate your continued collaboration as this framework is implemented.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris Morrissey". The signature is fluid and cursive, with the first name "Chris" and the last name "Morrissey" clearly distinguishable.

Chris Morrissey
Deputy Minister, Department of Growth and Development

Fw: CB REN NOTICE ** Correspondence from Growth and Development Concerning 2026-27 Funding ******

From Shelley David <Clerk@richmondcounty.ca>

Date Thu 3/5/2026 8:50 AM

To Shelley David <Clerk@richmondcounty.ca>

From: Tyler Mattheis <tyler@capebretonpartnership.com>

Sent: March 4, 2026 5:01 PM

To: Keith MacDonald <keith.macdonald@invernesscounty.ca>; Leanne MacEachen <leanne.maceachen@VictoriaCounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>; tdoyle@townofph.ca; Jennifer Deleskie <jenniferdeleskie@membertou.ca>; 'Steve Parsons' <steveparsons@eskasoni.ca>; Gioiastanley@waycobah.ca; Donald Hanson <donald.hanson@wagmatcook.com>; Gioia Usher <gioiausher@waycobah.ca>

Subject: CB REN NOTICE **** Correspondence from Growth and Development Concerning 2026-27 Funding ****

Good afternoon CB REN CAOs, CEOs and Band Managers.

First – thank you for your continued collaboration in the CB REN and in many other ways. The Cape Breton Partnership is proud to be entrusted in the operation of the CB REN.

You have likely received a letter from Deputy Minister Morrissey regarding changes to how the Province plans to fund Regional Enterprise Networks in the next fiscal year.

The Regional Enterprise Network CEOs have met a number of times to discuss how to best respond, as this change to core vs project funding poses difficulty both in our budget process, as well in how we collaborate with other regions.

That said, the Cape Breton Partnership has been working to gather reliable information on how these changes may affect us and weigh options on how we can best continue to serve the First Nations and Municipalities of the CB REN. This information will be applied to our budget and business plan for 2026/27.

We will continue to be guided by the Multi-Party agreement, and I remain optimistic that with the collective efforts of all RENs to respond with innovative solutions, with the experience of the CB REN and Cape Breton Partnership to succeed in a project-based funding model environment, and with the leadership of our strong board and LOC we will be able to determine a prudent and responsible way forward.

==

Tyler

PS. Please note that a separate email regarding the First Nation and Municipal funding model for the 2026/27 fiscal year (as per the multi-party agreement) will be coming shortly to assist with your budgeting purposes.



Tyler Mattheis (he/him)

President and CEO

(w) 902-562-0122 | (direct) 902-562-0068

(e) tyler@capebretonpartnership.com

The Board, staff, and Investors of the Cape Breton Partnership are honoured to be living and working on Unama'ki, a part of Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People since time immemorial.

Fw: Media Release, Cuts to Disability Organizations

From Shelley David <Clerk@richmondcounty.ca>

Date Thu 3/5/2026 12:48 PM

To Shelley David <Clerk@richmondcounty.ca>

From: Karen MacLean <ED@rocsociety.ca>

Sent: March 4, 2026 3:14 PM

To: LOIS LANDRY <loislandry@eastlink.ca>

Subject: Media Release, Cuts to Disability Organizations

Dear Warden Lois Landry,

I know you are very aware of the important work we do at the ROC Society, and we have always appreciated the strong support we have received from Richmond County. Your commitment to inclusion, community well-being, and supporting individuals of all abilities has meant a great deal to our organization, and I want to acknowledge that sincerely.

I am writing on behalf of the ROC Society regarding the recent funding cuts to Disability Organizations. The ROC Society is a member of the Directions Council for Vocational Services Society—a non-profit organization representing 34 member agencies across Nova Scotia. Today, the Council is planning a media release addressing these cuts and the significant impact they will have on the people we support.

I wanted to ensure you were aware of this situation, not only because of the longstanding support we have received from Richmond County, but also because you understand the essential services we provide and the vital role they play in the lives of the individuals we serve. These funding reductions put meaningful programs, skilled staff, and the stability of the individuals we support at risk. The impact extends far beyond our organization and affects many Nova Scotians who rely on these services to live, work, and participate in their communities.

We would greatly appreciate your continued advocacy and any support you can offer in helping to ensure that disability services remain adequately funded and protected. Your leadership and understanding of the importance of this work are deeply valued.

Thank you again for your ongoing commitment to the ROC Society and to the people we serve. I would be happy to discuss this further at any time.

Sincerely,

Karen

Karen MacLean
Executive Director

ROC Society
3 MacQuarrie Drive Extn
Port Hawkesbury, NS
B9A3A3
902-631-4038 Cell
902-625-5344 Fax



BRIEFING NOTE

Municipality of the County of Richmond

Servicing for Multiple Dwelling Units on a Single Lot

March 3, 2026

PURPOSE

The purpose of this briefing note is to provide guidance on the options for connecting detached secondary units, or Accessory Dwelling Units (ADUs), to municipal water and wastewater services.

RELEVANT MOTIONS

May 27, 2025 Regular Council Meeting

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

Motion carried.

BACKGROUND

Until recently, accessory dwellings units (ADUs) were generally only permitted on lots that could meet subdivision requirements. In an effort to increase availability of housing, and in-line with efforts from other levels of government in this regard, Richmond Municipal Council approved zoning changes to allow ADUs on lots without the need to meet subdivision requirements. As part of Council's efforts to reduce the cost of housing they have tasked staff with reviewing the servicing requirements for ADUs.

CURRENT SITUATION

Presently, each dwelling or apartment building on a serviceable lot requires that each has separate water and sewer services connected to the Municipality's water and sewer lines. New connections are subject to connection fees which are presently \$2,000 for a water connection and \$400 for a sewer connection to bring the services to the edge of the road right of way.

DISCUSSION / RECOMMENDATIONS

It is the goal of staff to avoid situations whereby a future subdivision may result in multiple properties / dwellings being connected to municipal water and/or sewer via a single set of service lines. The potential issues with this type of servicing arrangement include:

- Disputes with responsibility for maintenance / repair of the private lines supplying the properties;
- Disputes with legal access to the lines that may be located on an adjacent property;
- Inability of the Water Utility to isolate each property separately due to there being only one shutoff valve on the Municipally owned portion of the service line;
- Complications with future conveyance of title;

For properties that are not subdividable

Sharing of water/sewer services for an ADU could be approved provided that the existing service lines have adequate capacity to supply both dwellings. There are two potential servicing options. In both scenarios below the owner would be responsible to make the required connections and extend the lines to the ADU, at their cost.

1. If the waterline to the ADU is connected downstream of the water meter in the primary dwelling the usage will be included on the same account as the primary dwelling (water and sewer).
2. If the waterline to the ADU is connected on the private service lines feeding the primary dwelling, upstream of the water meter in the primary dwelling, a new water meter will need to be installed in the ADU (buy the Utility) and a new water account created for the ADU.

For properties that are subdividable

Consideration was given to allowing shared-servicing on lots that are subdividable if there was an avenue to ensure that a lot with shared-servicing would not be permitted to be subdivided unless and until the services were separated.

Discussions with the solicitor and planning staff did not identify a means to ensure this could not occur and so it is recommended to avoid shared-servicing arrangements for ADUs on properties that are subdividable.

ACTION REQUIRED

Should Council wish to proceed with changes to allow sharing of water/sewer services for ADUs on lots that are not subdividable the following actions should be taken:

1. Authorize staff to submit a request to the Nova Scotia Regulatory and Appeals Board (NSRAB) to amend the Richmond Water Utility's Schedule of Rules and Regulations to allow an ADU to be served from the same water service connection as the primary dwelling, on lots that are not subdividable.
2. Amend Sewer By-Law 29 – Capital Cost of Sewer Construction By Law, to allow an ADU to be served from the same sewer service connection as the primary dwelling on the lot, on lots that are not subdividable.

Attachments:

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 2/1/2026 2/28/2026
 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
28765	00485	EASTERN CO. REG. LIBRARY	2/4/2026	GENERAL	PMCHQ00002647	\$ 19,775.00
28766	00701	LANDRY BROTHERS LTD.	2/4/2026	GENERAL	PMCHQ00002647	\$ 67.00
28767	01341	VILLAGE OF ST. PETER'S	2/4/2026	GENERAL	PMCHQ00002647	\$ 6,156.00
28768	04863	CBCL LIMITED	2/4/2026	GENERAL	PMCHQ00002647	\$ 6,156.00
28769	07285	SANSOM EQUIPMENT LTD.	2/4/2026	GENERAL	PMCHQ00002647	\$ 2,578.16
28770	08508	TELILE	2/4/2026	GENERAL	PMCHQ00002647	\$ 866.40
28771	09598	GRACIE, MARGARET	2/4/2026	GENERAL	PMCHQ00002647	\$ 250.00
28772	10138	DR. W.B. KINGSTON MEMORIAL COM	2/4/2026	GENERAL	PMCHQ00002647	\$ 6,647.54
28773	13942	THE GATHERING PLACE CATERING	2/4/2026	GENERAL	PMCHQ00002647	\$ 336.69
28774	17985	EMM LAW INCORPORATED	2/4/2026	GENERAL	PMCHQ00002647	\$ 2,180.71
28775	18673	BOUDREAU, RONALDA	2/4/2026	GENERAL	PMCHQ00002647	\$ 344.77
28776	24988	HIGHLAND BEVERAGES 2004 LTD.	2/4/2026	GENERAL	PMCHQ00002647	\$ 36.00
28777	28805	LEBLANC, MARYANN	2/4/2026	GENERAL	PMCHQ00002647	\$ 300.00
28778	31925	SAMPSON, SHARLA	2/4/2026	GENERAL	PMCHQ00002647	\$ 271.98
28779	33115	EXP SERVICES INC	2/4/2026	GENERAL	PMCHQ00002647	\$ 7,025.68
28780	34128	JAVRINS ISLAND SPORTS & RECREA	2/4/2026	GENERAL	PMCHQ00002647	\$ 1,000.00
28781	35087	UNIVERSAL ACCESS DESIGN INC	2/4/2026	GENERAL	PMCHQ00002647	\$ 1,575.00
28782	35147	ROCKDALE ELECTRIC LTD	2/4/2026	GENERAL	PMCHQ00002647	\$ 1,368.00
28783	35174	MARCELLUS, STEVEN	2/4/2026	GENERAL	PMCHQ00002647	\$ 1,031.66
28784	37151	CANOE PROCUREMENT GROUP OF CAN	2/4/2026	GENERAL	PMCHQ00002647	\$ 178.45
28785	37156	ARICHAT IRVING	2/4/2026	GENERAL	PMCHQ00002647	\$ 127.98
28786	39187	STRAIT REGIONAL CENTRE FOR EDU	2/4/2026	GENERAL	PMCHQ00002647	\$ 296,454.18
28787	42115	CENTRAL SQUARE CANADA SOFTWARE	2/4/2026	GENERAL	PMCHQ00002647	\$ 3,351.60
28788	42530	OFFICE INTERIORS	2/4/2026	GENERAL	PMCHQ00002647	\$ 572.58
28789	48461	MARTELL, CARLA	2/4/2026	GENERAL	PMCHQ00002647	\$ 167.35
28790	00426	DIGGDON'S FREIGHT SERVICE	2/12/2026	GENERAL	PMCHQ00002652	\$ 342.00
28791	00485	EASTERN CO. REG. LIBRARY	2/12/2026	GENERAL	PMCHQ00002652	\$ 4,774.45
28792	00701	LANDRY BROTHERS LTD.	2/12/2026	GENERAL	PMCHQ00002652	\$ 28.44
28793	01104	THE REPORTER	2/12/2026	GENERAL	PMCHQ00002652	\$ 911.45
28794	01295	STRAIT SUPPLIES LIMITED	2/12/2026	GENERAL	PMCHQ00002652	\$ 114.00
28795	01309	SAMSON'S PLUMBING & HEATING	2/12/2026	GENERAL	PMCHQ00002652	\$ 454.86
28796	01961	MARTEL, TRISTAN	2/12/2026	GENERAL	PMCHQ00002652	\$ 169.81
28797	02240	JEANTIE'S MINI MART	2/12/2026	GENERAL	PMCHQ00002652	\$ 237.87
28798	03123	PETER COVIN'S CONTRACTING LTD.	2/12/2026	GENERAL	PMCHQ00002652	\$ 8,282.92
28799	03174	CHARLES FOREST CO-OP LTD.	2/12/2026	GENERAL	PMCHQ00002652	\$ 30.18
28800	03549	MBW COURIER INC.	2/12/2026	GENERAL	PMCHQ00002652	\$ 443.54
28801	04320	NOVA SCOTIA MINISTER OF FINANC	2/12/2026	GENERAL	PMCHQ00002652	\$ 100.00
28802	06262	WILF'S DEMOLITION & SALVAGE LT	2/12/2026	GENERAL	PMCHQ00002652	\$ 220.48
28803	06807	CONNORS OFFICE PRODUCTS	2/12/2026	GENERAL	PMCHQ00002652	\$ 218.74
28804	10011	DE LAGE LANDEN FINANCIAL SERVI	2/12/2026	GENERAL	PMCHQ00002652	\$ 205.20
28805	10025	MACCULLOCH, TROY	2/12/2026	GENERAL	PMCHQ00002652	\$ 214.40
28806	10197	CARMICHAEL ENGINEERING LTD.	2/12/2026	GENERAL	PMCHQ00002652	\$ 353.97
28807	11208	MORRISON, STACEY	2/12/2026	GENERAL	PMCHQ00002652	\$ 23.73
28808	15644	LYNK ELECTRIC LIMITED	2/12/2026	GENERAL	PMCHQ00002652	\$ 1,171.35
28809	17091	SULLIVAN FUELS	2/12/2026	GENERAL	PMCHQ00002652	\$ 2,908.56
28810	20115	HARRIS INDUSTRIAL TESTING (202	2/12/2026	GENERAL	PMCHQ00002652	\$ 661.20
28811	24385	LAROCHELLE, PIERRE	2/12/2026	GENERAL	PMCHQ00002652	\$ 150.00
28812	24988	HIGHLAND BEVERAGES 2004 LTD.	2/12/2026	GENERAL	PMCHQ00002652	\$ 18.00
28813	25048	AGAT LABORATORIES LTD	2/12/2026	GENERAL	PMCHQ00002652	\$ 296.79
28814	29542	LENNOX PLACE LIMITED	2/12/2026	GENERAL	PMCHQ00002652	\$ 1,690.00
28815	30154	BRUCE FORD SALES LIMITED	2/12/2026	GENERAL	PMCHQ00002652	\$ 66,657.51
28816	33115	EXP SERVICES INC	2/12/2026	GENERAL	PMCHQ00002652	\$ 8,132.34
28817	35061	STRAIT AREA REPORTER	2/12/2026	GENERAL	PMCHQ00002652	\$ 114.00
28818	35138	GFL ENVIRONMENTAL SERVICES INC	2/12/2026	GENERAL	PMCHQ00002652	\$ 22,800.96
28819	35165	MAPLE SIGNS & ENGRAVING	2/12/2026	GENERAL	PMCHQ00002652	\$ 26.22
28820	35788	THE PORT HOOD & DISTRICT RECRE	2/12/2026	GENERAL	PMCHQ00002652	\$ 570.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
28821	36109	ACADIA BROADCASTING LTD	2/12/2026	GENERAL	PMCHQ00002652	\$ 159.60
28822	37151	CANOE PROCUREMENT GROUP OF CAN	2/12/2026	GENERAL	PMCHQ00002652	\$ 205.07
28823	37156	ARICHAT IRVING	2/12/2026	GENERAL	PMCHQ00002652	\$ 92.97
28824	38962	SEAL COVE HOLDING	2/12/2026	GENERAL	PMCHQ00002652	\$ 4,663.61
28825	40145	TOROMONT CAT (MARITIMES)	2/12/2026	GENERAL	PMCHQ00002652	\$ 1,044.87
28826	41604	4333938 NS LTD	2/12/2026	GENERAL	PMCHQ00002652	\$ 1,767.78
28827	46825	RONA ARICHAT	2/12/2026	GENERAL	PMCHQ00002652	\$ 155.55
28828	48760	JP FINANCIAL LTD	2/12/2026	GENERAL	PMCHQ00002652	\$ 1,303.00
28829	00701	LANDRY BROTHERS LTD.	2/20/2026	GENERAL	PMCHQ00002656	\$ 87.38
28830	01104	THE REPORTER	2/20/2026	GENERAL	PMCHQ00002656	\$ 684.45
28831	01295	STRAIT SUPPLIES LIMITED	2/20/2026	GENERAL	PMCHQ00002656	\$ 796.99
28832	01341	VILLAGE OF ST. PETER'S	2/20/2026	GENERAL	PMCHQ00002656	\$ 1,082.91
28833	03174	CHARLES FOREST CO-OP LTD.	2/20/2026	GENERAL	PMCHQ00002656	\$ 16.28
28834	03700	RECEIVER GEN. FOR CANADA	2/20/2026	GENERAL	PMCHQ00002656	\$ 1,039.92
28835	05010	B & N DISTRIBUTORS LTD.	2/20/2026	GENERAL	PMCHQ00002656	\$ 515.66
28836	07170	MORRIS, SONIA	2/20/2026	GENERAL	PMCHQ00002656	\$ 510.00
28837	09415	ACKLANDS-GRAINGER INC.	2/20/2026	GENERAL	PMCHQ00002656	\$ 2,146.75
28838	09769	HUB CYCLE	2/20/2026	GENERAL	PMCHQ00002656	\$ 183.10
28839	17091	SULLIVAN FUELS	2/20/2026	GENERAL	PMCHQ00002656	\$ 7,069.04
28840	20297	FLOWPOINT ENVIRONMENTAL SYSTEM	2/20/2026	GENERAL	PMCHQ00002656	\$ 47,587.42
28841	27186	RUDDERHAN'S OVERHEAD DOORS	2/20/2026	GENERAL	PMCHQ00002656	\$ 15,708.87
28842	28525	FLAG EMPORIUM	2/20/2026	GENERAL	PMCHQ00002656	\$ 348.73
28843	30600	PARTS CONNECTION	2/20/2026	GENERAL	PMCHQ00002656	\$ 102.03
28844	38229	CAPSC SAFETY SERVICES	2/20/2026	GENERAL	PMCHQ00002656	\$ 419.40
28845	38712	CANAL HOLDINGS LTD	2/20/2026	GENERAL	PMCHQ00002656	\$ 513.00
28846	40827	BABIN, RENE	2/20/2026	GENERAL	PMCHQ00002656	\$ 40.00
28847	41604	4333938 NS LTD	2/20/2026	GENERAL	PMCHQ00002656	\$ 1,197.32
28848	45241	DOYLE, WAYNE	2/20/2026	GENERAL	PMCHQ00002656	\$ 20.00
28849	46825	RONA ARICHAT	2/20/2026	GENERAL	PMCHQ00002656	\$ 36.87
28850	48160	LANMAR DEVELOPMENTS LTD.	2/20/2026	GENERAL	PMCHQ00002656	\$ 184.44
28851	00426	DIGGDON'S FREIGHT SERVICE	2/27/2026	GENERAL	PMCHQ00002659	\$ 246.24
28852	01686	T. SAMPSON & SONS BACKHOE AND	2/27/2026	GENERAL	PMCHQ00002659	\$ 1,909.50
28853	03174	CHARLES FOREST CO-OP LTD.	2/27/2026	GENERAL	PMCHQ00002659	\$ 215.84
28854	10025	MACCULLOCH, TROY	2/27/2026	GENERAL	PMCHQ00002659	\$ 215.92
28855	10529	DESJARDINS FINAN.SECURITY	2/27/2026	GENERAL	PMCHQ00002659	\$ 30,957.35
28856	10991	ROBIN'S DONUTS	2/27/2026	GENERAL	PMCHQ00002659	\$ 15.00
28857	11142	JOHNSTOWN COMMUNITY DEVELOPMEN	2/27/2026	GENERAL	PMCHQ00002659	\$ 5,000.00
28858	15920	THE CANADA LIFE ASSURANCE COMP	2/27/2026	GENERAL	PMCHQ00002659	\$ 44,018.00
28859	15921	RURAL COMMUNITIES FOUNDATION O	2/27/2026	GENERAL	PMCHQ00002659	\$ 3,500.00
28860	17985	EMM LAW INCORPORATED	2/27/2026	GENERAL	PMCHQ00002659	\$ 1,593.95
28861	19837	SOUTHAMPTON SOLUTIONS	2/27/2026	GENERAL	PMCHQ00002659	\$ 5,268.15
28862	22942	DESTINATION CAPE BRETON	2/27/2026	GENERAL	PMCHQ00002659	\$ 431.19
28863	26985	HOLIDAY INN SYDNEY-WATERFRONT	2/27/2026	GENERAL	PMCHQ00002659	\$ 349.84
28864	31050	NSGEU	2/27/2026	GENERAL	PMCHQ00002659	\$ 1,612.20
28865	35174	MARCELLUS, STEVEN	2/27/2026	GENERAL	PMCHQ00002659	\$ 482.36
28866	35785	MURY, SHANNON	2/27/2026	GENERAL	PMCHQ00002659	\$ 90.40
28867	37151	CANOE PROCUREMENT GROUP OF CAN	2/27/2026	GENERAL	PMCHQ00002659	\$ 188.68
28868	46450	DAVID, SHELLEY	2/27/2026	GENERAL	PMCHQ00002659	\$ 36.54
28869	48618	PUBLIC PROSECUTION SERVICE	2/27/2026	GENERAL	PMCHQ00002659	\$ 3,600.00

Total Cheques: 105

Total Amount of Cheques: \$ 670,555.87

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 2/1/2026 2/28/2026
 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
1505	00825	BELL ALIANT	2/4/2026	ONLINE PAYMENTS	PMCHQ00002645	\$ 103.91
1506	36914	ROGERS COMMUNICATIONS CANADA I	2/4/2026	ONLINE PAYMENTS	PMCHQ00002645	\$ 1,722.30
1507	39100	DIRECTOR OF MAINTENANCE ENFORC	2/4/2026	ONLINE PAYMENTS	PMCHQ00002645	\$ 341.61
1508	20265	ROYAL BANK VISA	2/5/2026	ONLINE PAYMENTS	PMCHQ00002648	\$ 23,117.88
1509	00825	BELL ALIANT	2/12/2026	ONLINE PAYMENTS	PMCHQ00002650	\$ 6.51
1510	01023	NOVA SCOTIA POWER INC.	2/12/2026	ONLINE PAYMENTS	PMCHQ00002650	\$ 83,954.51
1511	01090	RECEIVER GEN. FOR CANADA	2/12/2026	ONLINE PAYMENTS	PMCHQ00002650	\$ 50,238.89
1512	10010	TELUS HEALTH	2/12/2026	ONLINE PAYMENTS	PMCHQ00002650	\$ 27,189.43
1513	39100	DIRECTOR OF MAINTENANCE ENFORC	2/12/2026	ONLINE PAYMENTS	PMCHQ00002650	\$ 341.61
1514	34886	EASTLINK	2/20/2026	ONLINE PAYMENTS	PMCHQ00002654	\$ 869.82
1515	39100	DIRECTOR OF MAINTENANCE ENFORC	2/20/2026	ONLINE PAYMENTS	PMCHQ00002654	\$ 341.61
1516	00825	BELL ALIANT	2/26/2026	ONLINE PAYMENTS	PMCHQ00002658	\$ 1,172.89
1517	01457	BELL MOBILITY INC.	2/26/2026	ONLINE PAYMENTS	PMCHQ00002658	\$ 806.79
1518	19810	KOMLINE AERATOR SOLUTIONS LLC	2/26/2026	ONLINE PAYMENTS	PMCHQ00002658	\$ 20,950.00
1519	39100	DIRECTOR OF MAINTENANCE ENFORC	2/26/2026	ONLINE PAYMENTS	PMCHQ00002658	\$ 341.61
Total Cheques: 15						Total Amount of Cheques: \$ 211,499.37

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 2/1/2026 2/28/2026
 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
3447	15229	SUPERIOR PROPANE	2/4/2026	WATER	PMCHQ00002646	\$ 2,048.20
3448	45144	SOURCE ATLANTIC	2/4/2026	WATER	PMCHQ00002646	\$ 1,918.19
3449	00426	DIGGDON'S FREIGHT SERVICE	2/12/2026	WATER	PMCHQ00002651	\$ 123.12
3450	03174	CHARLES FOREST CO-OP LTD.	2/12/2026	WATER	PMCHQ00002651	\$ 34.86
3451	10197	CARMICHAEL ENGINEERING LTD.	2/12/2026	WATER	PMCHQ00002651	\$ 540.37
3452	15229	SUPERIOR PROPANE	2/12/2026	WATER	PMCHQ00002651	\$ 1,641.04
3453	19315	BRENNTAG CANADA INC	2/12/2026	WATER	PMCHQ00002651	\$ 12,338.17
3454	19809	BUREAU VERITAS CANADA (2019) I	2/12/2026	WATER	PMCHQ00002651	\$ 756.74
3455	45144	SOURCE ATLANTIC	2/12/2026	WATER	PMCHQ00002651	\$ 1,793.29
3456	45705	LONG POINT SERVICES SEPTIC DIV	2/12/2026	WATER	PMCHQ00002651	\$ 684.00
3457	46825	RONA ARICHAT	2/12/2026	WATER	PMCHQ00002651	\$ 40.55
3458	01295	STRAIT SUPPLIES LIMITED	2/20/2026	WATER	PMCHQ00002655	\$ 112.87
3459	15202	ATLANTIC PURIFICATION SYSTEMS	2/20/2026	WATER	PMCHQ00002655	\$ 1,143.48
3460	15229	SUPERIOR PROPANE	2/20/2026	WATER	PMCHQ00002655	\$ 68.34
3461	19315	BRENNTAG CANADA INC	2/20/2026	WATER	PMCHQ00002655	\$ 6,642.32
3462	19809	BUREAU VERITAS CANADA (2019) I	2/20/2026	WATER	PMCHQ00002655	\$ 368.68
3463	45705	LONG POINT SERVICES SEPTIC DIV	2/20/2026	WATER	PMCHQ00002655	\$ 684.00
3464	46625	SCP DISTRIBUTORS CANADA INC.	2/20/2026	WATER	PMCHQ00002655	\$ 4,507.83
3465	03123	PETER COVIN'S CONTRACTING LTD.	2/26/2026	WATER	PMCHQ00002657	\$ 8,797.95

Total Cheques:	19				Total Amount of Cheques:	\$ 44,244.00
=====						

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2/1/2026
Vendor ID	First	Last	Chequebook ID	ONLINE UTILITY
Vendor Name	First	Last		ONLINE UTILITY

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
384	01023	NOVA SCOTIA POWER INC.	2/12/2026	ONLINE UTILITY	PMCHQ00002649	\$ 2,495.58
385	34886	EASTLINK	2/20/2026	ONLINE UTILITY	PMCHQ00002653	\$ 161.82
Total Cheques: 2						Total Amount of Cheques: \$ 2,657.40



Action List 2022-2026

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status	Item Type
118	Committee Terms of Reference /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	By-Law/Policy
511	Planning new areas to have two-lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate specific private road standards for the subdivision bylaw that takes into account serviced/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	PAC
522	Receipt of donations policy development/ that Council accept the recommendation of the By-Law/Policy Committee and refer the policy for donations to staff for a report on the feasibility of moving forward with a draft policy.	4-22-2025	Director of Finance	Immediate	In Progress	By-Law/Policy
537	Pondville Beach Update/ that Council accept the recommendation of the Committee of the Whole and direct staff to explore the Municipality's options for a Letter of Authority between the Municipality and the Province for Pondville Beach and report their findings back to Council, upon completion of the work in the Pondville Beach Provincial Park Management Statement.	5-27-2025	Director of Community Development and Recreation	Immediate	In Progress	Council
545	Service Connections for accessory dwellings on lots that are able to be subdivided / 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	Council
621	Dry Hydrant Policy and Priority List/ 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	FPSC
623	ABCC Appointments/ 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	Council
624	Richmond Water Utility Source Water Protection Advisory Committee/ 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	Council
625	Committees Policy/ that Council refer the Committees Policy to the next By-law/Policy Committee meeting.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
626	Inverness Asylum Commemoration Project/ 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	Budget
627	National Seniors Day proclamation/ that Council approve the National Seniors Day proclamation request.	10-28-2025	Municipal Clerk	Immediate	Complete	Council

628	Inverness Asylum Commemoration Project /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	IDEA
629	Recind Motion /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	Council
630	Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700 / 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	Grant
631	Low Income Property Tax Exemption Program /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	Council
632	Low Income Property Tax Exemption Program Policy /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	Council
633	MGA Amendments /that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, " Tax reductions due to natural disasters ", to the By-law/Policy Committee for further discussion.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
634	MGA Amendments /that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, " Allowing tax sale payments to be made electronically ", to the By-law/Policy Committee for further discussion.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
635	Cost Shared J-Class Roads /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	Complete	Council
636	Cost Shared Paving for 2026-27 J-Class Roads List /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	Complete	Budget
637	Permitting practices for standalone buildings /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	Complete	PAC
638	Report to consolidate Rich.Co. Land Use By-laws /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	Complete	PAC
639	Zoning Areas /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	Complete	PAC
640	Comfort centres/emergency shelter strategy /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	In Progress	MEMAC
641	Committee Matrix /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	Complete	By-Law/Policy

642	Grant Disclosure Policy /that Council accept the recommendation of the By-law/Policy Committee and adopt the Grant Disclosure Policy	10-28-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
643	Repeal By-Law 64- Second Reading /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	Complete	Council
644	Elected Officials Code of Conduct /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 NSFM on that motion requesting that it become an advocacy priority for them.	10-28-2025	Warden	Immediate	Complete	Council
645	RCLN Dolly Parton Imagination Library / 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	Complete	Council
646	Solid Waste Disposal Agreement with GFL /that Council accept the staff recommendation and authorize staff to proceed with final negotiations and execution of the Solid Waste Disposal Services Agreement with GFL Environmental Inc.	11-25-2025	Director of Public Works	Immediate	Complete	Council
647	Fire protection rates for the St. Peter's – Samsonville and Area Water Utility / that Council accept the recommendation of the Committee of the Whole and form a sub-committee consisting of Richmond County staff and Council, and that Village staff and Commissioners be invited to participate for the purpose of reviewing the full scope of the County/Village relationship, and to provide an update to Council prior to budget deliberations.	11-25-2025	Warden/CAO	Immediate	In Progress	Council
651	Exploring opportunities and costs associated with Volunteer Appreciation/Recognition /direct staff, with advice from the Recreation Advisory Committee and checking in with volunteer organizations, to explore the opportunities and costs associated with volunteer appreciation/recognition, to be considered at budget deliberations.	11-25-2025	Director of Community Development and Recreation	Immediate	In Progress	Budget
654	Accessory Buildings in Front /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Plan Richmond, Plan Isle Madame, Plan St. Peter's, and Plan West Richmond. 2nd Motion :that Council direct EDPC staff to prepare amending pages to remove section 6.3(3)(c) from the Central Richmond Land Use By-law, and subsequently that staff report back on statements to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Central Richmond Plan.	11-25-2025	EDPC Staff	Immediate	Complete	PAC
656	Low Income Property Tax Exemption Program Policy /adopt the Low Income Property Tax Exemption Program Policy as presented, with the following changes: <ul style="list-style-type: none"> •Remove "(b)" in section 3.2 •Remove "(b)" and replace the words " in a timely manner " with "within 2 to 3 weeks" in Section 3.3 •Remove "(See section 6)" in Section 4.2 •Add " , up to the limit approved annually by Council" after the word "property" in Section 5.5 •Replace "August 15th" with "December 31st" in Section 5.6 •Replace " balance" with "from previous years" in Section 6.1(d) •Remove section 8.4 and renumber 	11-25-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
657	Funding request for power and base lighting at the River Bourgeois Lighthouse /that Council accept the recommendation of the By-law/Policy Committee and defer the discussion to budget deliberations to consider a \$400 annual contribution.	11-25-2025	Director of Finance	Immediate	Complete	Budget
658	First Reading Approval/roposed amendments to the Municipal Planning Strategy and the Land Use By-law for the Central Richmond, Isle Madame, and St. Peter's Plan Areas /that Council give first reading approval for the proposed amendments to the Municipal Planning Strategy and the Land Use By-law for the Central Richmond, Isle Madame, and St. Peter's Plan Areas and schedule a public hearing.	11-25-2025	Municipal Clerk	Immediate	Complete	Council

659	Emergency Services Provider Fund /that Council approve the Emergency Services Provider Fund application and FURTHER MOVE that the municipal contribution for this application be funded through the Fire Services and Emergency Measures Budget.	11-25-2025	Emergency Services Coordinator	Immediate	Complete	Council
660	IDEA/ECRL Citizen Appointment /that Council appoint Elizabeth Campbell to the IDEA Committee and as Richmond County's representative to the Eastern Counties Regional Library Board.	12-16-2025	Municipal Clerk	Immediate	Complete	Council
661	New GL for Staff Recognition/Compassion/Appreciation- that Council direct staff to transfer funds from general admin to a new GL for Staff Recognition and Compassion, the dollar amount to include costs associated with recognition for retirement, compassion, and staff appreciation, including items outlined in the Awards of Recognition Policy. And FURTHER move to refer future use of this new GL to budget deliberations so that it can be consistently separated for accountability purposes.	12-16-2025	Director of Finance	Immediate	Complete	Budget
662	Acceptable bid for properties scheduled for the February 6, 2026, tax sale/ that Council accept the recommendation of the Committee of the Whole and authorize staff to sell properties AAN 00176303, AAN 00367028, and AAN 01626272 at the February 6, 2026, tax sale for the minimum acceptable bid for each property, as discussed in camera.	12-16-2025	Director of Finance	Immediate	Complete	Council
663	Fire protection rate on property owners in Point Tupper /that Council accept the recommendation of the Committee of the Whole and provide formal written notice to all Point Tupper property owners advising that, effective April 1, 2026, a fire protection rate of \$0.05 per \$100 of assessment will be applied to their properties, and direct staff to complete all required notification, administrative, and communication steps to implement the fire protection rate in accordance with the Municipal Government Act.	12-16-2025	Director of Finance	Immediate	Complete	Council
664	Firearm training/ that Council accept the recommendation of the Committee of the Whole and direct staff to explore costs associated with hosting the Firearms Safety Course locally for Council's consideration during budget deliberations.	12-16-2025	Director of Finance, Director of Community Development and Recreation	Immediate	Complete	Budget
665	Richmond Arena/ that Council accept the recommendation of the Committee of the Whole and proceed with all four recommendations outlined by staff in the briefing note, which include the \$15,000 in spending for updated drawings, carrying out the maintenance activities deemed appropriate to reduce the risk of failures, conducting a building condition audit, and proceeding with the floor replacement in the 2026-2027 budget.	12-16-2025	Director of Public Works/Director of Finance	Ongoing	In Progress	Budget
669	Consultant to conduct an audit across all VF departments in Richmond County /that Council accept the recommendation of the Fire Protection Services Committee and include in budget deliberations funding from the Operating Budget be allocated to retain the professional services of a qualified consultant; AND THAT the consultant be engaged, in consultation with Fire Services Protection Committee, to conduct a comprehensive Fire Services Equipment Audit across all departments, including: 1. An assessment of equipment, apparatus, and stations currently in use; and 2. Identification of the equipment and resources required to bring all departments to a consistent, modern, and regulation-aligned standard. AND THAT the consultant be directed to prepare a final report and master plan summarizing findings and recommendations, to be presented at both the Fire Protection Services Committee and Council for consideration.	12-16-2025	CAO/Director of Finance/ESC/Warden	Immediate	In Progress	FPSC
670	Boat launch on the ocean side of the canal in St. Peter's /that Council accept the recommendation of the Fire Protection Services Committee and have Council draft another letter to the Minister in support of having a boat launch installed on the ocean side of the canal in St. Peter's.	12-16-2025	Warden	Immediate	Complete	FPSC
671	Fire Protection Services Committee Terms of Reference /that Council accept the recommendation of the Fire Protection Services Committee and table the Fire Protection Services Committee Terms of Reference for new discussion when appropriate in 2026.	12-16-2025	Municipal Clerk	Immediate	Complete	FPSC

672	NSAPG Membership /that Council accept the recommendation of the RCMP Advisory Board and defer the request for an annual membership in the NSAPG to budget deliberations and FURTHER MOVE that Councillor Brent Sampson be appointed as the Board's representative, effective upon confirmation of membership.	12-16-2025	Director of Finance	Immediate	Complete	Budget
673	Second Reading approval / that Council give second reading approval for the amendments to the Central Richmond, Isle Madame, and St. Peters Plan Area Municipal Planning Strategies and Land Use By-Laws to update definitions related to dwelling types; to increase the number of multiple-unit dwellings permitted as-of-right, allowing the development of fourplexes and other small-scale multi-unit housing forms; and to remove, within the Central Richmond Land Use By-law, the requirement that accessory buildings be located no closer to the street than the main building.	12-16-2025	Municipal Clerk	Immediate	Complete	Council
674	Sewer Service Charge By-law #52 and Solid Waste By-law #17 / that Council refer the Sewer Service Charge By-Law #52 and the Solid Waste By-law #17 to the By-law/Policy Committee's working list for review and discussion.	12-16-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
675	Public Hearing, Re: Award of Basin Road Lands, Tender MOCR202514 / that Council authorize the CAO to schedule a public hearing respecting the sale of lands over \$10,000.00 but less than appraised value, for the purpose of increasing the availability of affordable housing in the municipality.	12-16-2025	CAO	Immediate	Complete	Council
676	Navigate Energy Net Zero Community Buildings Project /that Council accept the recommendation of the Committee of the Whole and direct staff to further explore the Net Zero Community Buildings Project, potentially issuing a call for expressions of interest to determine if any halls are interested, and other ways the Municipality can contribute.	01-27-2026	CAO	Immediate	In Progress	Council
677	Declining and deteriorating cell service /that Council accept the recommendation of the Committee of the Whole and authorize the Warden and the CAO to reach out to neighbouring towns and municipalities to discuss the issue of declining and deteriorating cell service.	01-27-2026	CAO/Warden	Immediate	In Progress	Council
678	By-law No. 56 – Tax Exemption By-law /that Council accept the recommendation of the Committee of the Whole and authorize the Warden to write a letter to the Minister of Municipal Affairs, requesting adjustments to the Municipal Government Act to enable municipalities to provide tax rebates and incentives to residential affordable housing developers, and further to request that this become an advocacy item for the Nova Scotia Federation of Municipalities and to copy our regional partners on the correspondence. 2nd Motion: that Council accept the recommendation of the Committee of the Whole and direct staff to send a letter to current exempt organizations encouraging them to consider appealing their assessed values, if appropriate.	01-27-2026	Warden/ 2nd Motion: Director of Finance	Immediate	Complete	Council
679	Eastern District Planning Commission (EDPC) process and timelines for handling dangerous and unsightly complaints /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to review and update their policy on dangerous and unsightly complaint process timelines and response standards; and FURTHER MOVE that Council direct EDPC staff to report to Council twice annually, confirming whether or not any orders exist.	01-27-2026	EDPC	Immediate	In Progress	PAC
680	Coastal Protection Support Program /that Council accept the recommendation of the Planning Advisory/Heritage Committee and approve, in principle, joining other municipalities in applying for the Coastal Protection Support Program funding for an educational component; and FURTHER MOVE that Council direct EDPC staff to submit a standalone application on behalf of Richmond County if the other municipalities are unable to commit.	01-27-2026	EDPC	Immediate	In Progress	PAC
681	Central Richmond Plan Area – RG 2 Zone /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC to prepare a staff report reviewing lot sizes in rural areas under all of Richmond County's land use by-laws.	01-27-2026	EDPC	Immediate	In Progress	PAC
682	Temporary Borrowing Resolution, Re: Richmond Area /that Council approve the Temporary Borrowing Resolution in the amount of five million dollars (\$5,000,000) to enable staff to proceed with securing the required funding to advance the Richmond Arena floor upgrades.	01-27-2026	Director of Finance	Immediate	In Progress	Council

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

698	Recreation Instructor/Facilitator Liability Insurance Funding /that Council accept the recommendation of the Director of Community Development and Recreation and authorize the allocation of additional funding, within the existing 2025-2026 departmental budget, to further offset the cost of instructor and facilitator liability insurance, provided that the total amount of requests does not exceed the funds budgeted for the 2025-2026 fiscal year AND FURTHER MOVE that Council approve \$10,000 for the 2026-2027 fiscal year to offset instructor/facilitator liability insurance cost at a rate of \$250 per instructor with the option to allocate further funding at the end of the fiscal should the budget allow.	02-24-2026	Director of Finance/Director of Community Development and Recreation	Immediate	Complete	Council
699	Eastern Counties Regional Library's request for the allocation of funding for the St. Peter's Hub project to be included in the Municipality's 2026/2027 annual operating budget / hat Council reallocate the \$20,000 in funding for the St. Peter's Hub project from the 2025-2026 budget to the 2026-2027 budget.	02-24-2026	Director of Finance	Immediate	Complete	Council
700	Destination Cape Breton Association Briefing Note, Re: Announced closure of the Port Hastings Visitor Information Centre /that Council authorize the Warden to write a letter to the Provincial Government urging them to reverse their decision to close Visitor Information Centres at key ports of entry to the province, including the gateway to Cape Breton Island in Port Hastings, as well as Yarmouth, Amherst, and the Halifax Airport, citing information on economic multipliers, reputation and strategic risks as outlined in the briefing note from Destination Cape Breton Association, and FURTHER MOVE that Council collaborate with other municipalities in advocating for a reversal and exploration of potential alternative models for service delivery.	02-24-2026	Warden	Immediate	Complete	Council
701	Low Income Property Tax Exemption Program /that Council set the household income threshold for the Low Income Property Tax Exemption Program at \$35,000 and maintain the exemption at up to \$200.	02-26-2026	Director of Finance	Immediate	In Progress	Council
702	2025-2026 Grants Policy / that the 2025-2026 Grants Policy be referred to the By-Law/Policy Committee for review.	02-26-2026	Municipal Clerk	Immediate	Complete	Council