



## **Committee of the Whole Meeting**

May 12, 2026

Items 1-2: Richmond Room, 6:30 p.m.

Items 4-16: Council Chambers, 7:00 p.m.

### **AGENDA**

- 1. Call to Order**
- 2. In Camera**
  - a) Legal
- 3. Opening Acknowledgement**
- 4. Recommendations from In Camera (if applicable)**
- 5. Items Added/Approval of Agenda**
- 6. Review of Minutes**
  - a) April 14, 2026
- 7. Presentations:**
  - a) Matt Campbell, Deloitte, Strait of Canso Domestic Use Clean Fuels Strategy: Final Report
- 8. Warden, Re:**
  - a) Review of Warden's Council Report for April 2026
- 9. CAO, Re:**
  - a) Administration Operations Report
- 10. Community Acknowledgements**
- 11. Correspondence**
  - a) Action Required
    - i. Letter from Glenda Kipp, Manager of Home and Community Care, Victoria Order of Nurses, Re: VON Week proclamation request
    - ii. Email from Blair Sampson, Bee Keeper, Richmond County, Re: No Mow May Campaign
  - b) For Information Only
    - i. Letter from the Nova Scotia Federation of Municipalities (NSFM) to the Eastern District Planning Commission, Re: Coastal Planning Support Program



- ii. Letter from the Honourable John A. MacDonald to NSFM, Re: 12-Month Notice of changes for the 2027-2028 fiscal year
- iii. Letter from Derek Amalfa, Mayor, Town of Lockeport, to the Honourable Tim Houston, Re: Request for five-year freeze on power rates and exploration of public ownership of Nova Scotia Power
- iv. Letter from Jim Cavanagh, Fire Chief, Port Hastings Volunteer Fire Department, Re: Allan J. MacEachen Regional Airport Management Committee Update

**12. Review of Cheques Issued**

- a) April 2026

**13. Review of Action Items**

**14. Items Added to the Agenda**

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

(Not Restricted to Items on the Agenda)

**16. 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

April 14, 2026

Location: Council Chambers

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

Staff: Chris Boudreau, Director of Public Works, Shelley David, Municipal Clerk

Regrets: Troy MacCulloch, Chief Administrative Officer (CAO)

1. Call to Order

Warden Lois Landry called the meeting to order at 5:33 p.m.

2. In Camera

Moved Councillor Brent Sampson, seconded Councillor Shawn Samson, that the meeting move to an "In Camera" session at 5:33 p.m.

Motion carried.

a) Contract Negotiations

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that the meeting revert to "Regular" session at 5:52 p.m., AND FURTHER MOVE that the Committee break for recess for the By-law/Policy Committee meeting from 6:00 to 7:00 p.m.

Motion carried.

Chris Boudreau left the meeting at 5:52 p.m.

3. Recess

Recess for By-Law/Policy Committee meeting from 6:00 p.m. to 7:00 p.m.

4. Opening Acknowledgement

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

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



5. Recommendations from In Camera (if applicable)

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

Motion carried.

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

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

Motion carried.

7. Review of Minutes – March 10, 2026

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that the minutes of the March 10, 2026, Committee of the Whole meeting be adopted.

Motion carried.

8. Presentations:

a) Deputy Warden Amanda Mombourquette, Municipality of the County of Richmond, Terry Doyle, CAO, Town of Port Hawkesbury, Dave Morgan, Fixed Base Operator (FBO), Celtic Air Services, Re: Allan J. MacEachen Regional Airport Management Committee Update

Deputy Warden Amanda Mombourquette, Terry Doyle and Dave Morgan presented the Allan J. MacEachen Regional Airport Management Committee Update

b) Derrick Cameron, Chairperson, Strait Richmond Palliative Care Society, Re: Strait Richmond Hospital Palliative Care Program – Verbal  
Derrick Cameron, accompanied by Nancy Cameron and Steven Anthony, provided an overview of the Strait Richmond Hospital Palliative Care Program.



9. New Business, Re:

- a) Isle Madame New Horizon Seniors Club grant request for the Tier 1 – Community Grant Funds for \$1,000, submitted as host organization on behalf of the Persons with Impaired Vision Group

Moved by Councillor Brent Sampson, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to defer the Persons with Impaired Vision Group grant application until after the approval of the 2026-2027 budget.

Motion carried.

- b) Richmond Rize Volleyball Association sponsorship request for \$1,000  
Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to defer the Richmond Rize Volleyball Association sponsorship request until after the approval of the 2026-2027 budget.

Motion carried.

10. Warden, Re:

- a) Review of Warden's Council Report – March 2026  
For information only.

11. Members of Council Items:

- a) Councillor Brent Sampson, Re: Property queries

The Committee discussed the discontinued practice of staff providing information from Property Online in response to resident property inquiries. It was noted that, following consultation with the municipal solicitor and as a best practice, staff no longer provide this service. Residents seeking property records are directed to contact the Nova Scotia Land Registration Office.

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that the Committee of the Whole recommend to Council to direct staff to provide recommendations on an alternative approach to providing information to resident property inquiries.

Motion defeated, with two (2) votes in favour and three (3) opposed. (No: Warden Lois Landry, Councillor Brian Marchand, Councillor Shawn Samson)



12. CAO, Re:

a) Administration Operations Report

For information only.

13. Community Acknowledgements

For information only.

14. Correspondence

a) Action Required

- i. Letter from John Bain, Director, Eastern District Planning Commission, Re: Request to Council to appoint District Planning staff to various Municipal positions  
Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to accept the recommendation from Eastern District Planning Commission regarding staff appointments as outlined in their letter to Council.  
Motion carried.
- ii. Email from Terry Smith, CEO, Destination Cape Breton, Re: Request to Council to amend the MOCR Marketing Levy By-law for short-term rental platforms  
Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to refer the Marketing Levy By-law No. 60 to the By-law/Policy Committee.  
Motion carried.
- iii. Email from Donna Lugar, Vice-President, Nova Scotia Lyme & Tick-Borne Diseases Association, Re: Lyme Disease Awareness proclamation request  
Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to proclaim May as Lyme Disease Awareness Month.  
Motion carried.

b) For Information Only

- i. Letter from the Honourable Timothy Halman, MLA, Minister of Environment and Climate Change, Re: Minimum lot size standards



- ii. MOCR call for committee members for the Inclusive, Diverse, Equitable, and Accessible (IDEA) Committee and the Cape Breton Local Immigration Partnership
  - iii. Email from Bonnie Rankin, Executive Director, Employment Support and Income Assistance, Department of Opportunities and Social Development, Re: Policy to establish and implement a guaranteed basic income
  - iv. Cape Breton Partnership Event: Unama'ki-Cape Breton Job Fair Series
  - v. Letter from Doreen Boudreau, President, River Bourgeois Community Services Society, Re: Support for bringing the Navigate Net Zero project to community buildings in Richmond County
  - vi. Department of Justice Policing Service Recipient Update – April 2026
15. Review of Cheques Issued Re:
- a) March 2026  
For information only.
16. Review of Action Items
- a) Action Items  
For information only.
17. Items Added to the Agenda
- n/a
18. 15 Minute Question Period - (902) 226-9885
- There were no questions.
19. Adjournment
- There being no further business, the Chair adjourned the meeting at 8:29 p.m.

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Chairperson

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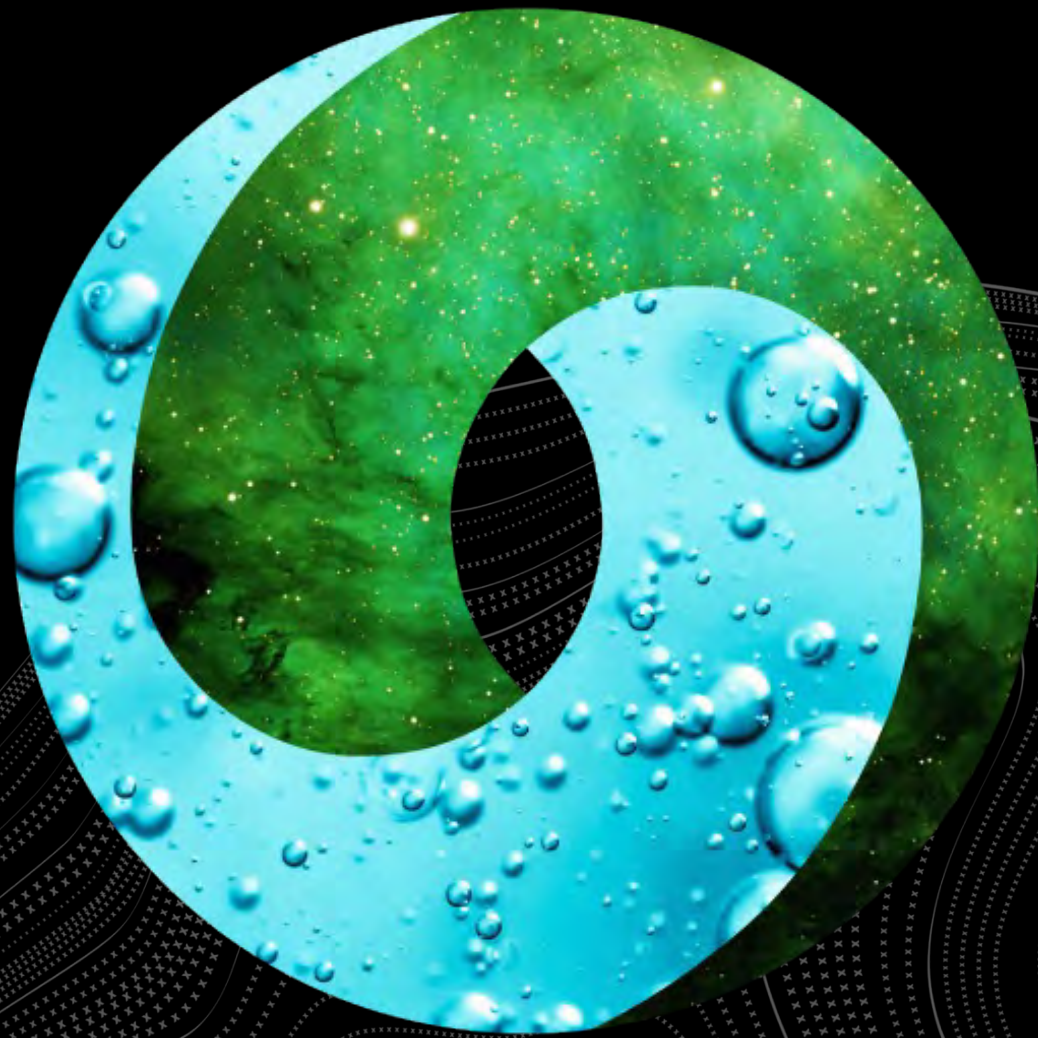
Municipal Clerk

**Deloitte.**

*Together makes progress*

**Strait of Canso Domestic  
Use Clean Fuels Strategy  
MOCR council meeting**

May 12, 2026



# Agenda

- 1** Introductions

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- 2** In-scope fuels & sectors analyzed

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- 3** Community engagement

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- 4** What the analysis shows & key opportunities in the region

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- 5** Investment attraction priorities

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- 6** Proposed pilot projects & recommendations

# Hydrogen and its derivatives are the clean fuels for this study

While there are multiple clean fuels that do not involve green hydrogen (e.g. RNG, biodiesel), this project focused on green hydrogen and its derivatives—including ammonia, methanol, SAF, and renewable diesel—and their potential applications for organizations operating within the Strait of Canso.<sup>1</sup>

## TYPES OF CLEAN FUELS



### Green Hydrogen

A renewable fuel made using renewable electricity (via electrolysis) that can be used directly in fuel cells, industrial processes, or blended into existing gas networks.



### Ammonia

Made by combining green hydrogen with nitrogen from the air. Ammonia can be used directly as fuel (e.g., shipping and power) or as a carrier for hydrogen transport.



### e-Methanol

Produced from green hydrogen and captured CO<sub>2</sub>. Green methanol is a near drop-in replacement for conventional methanol and can be blended or, in some cases, directly substitute petroleum-based marine fuels.

End-use Sectors

*Heavy industry, Marine, Transportation, Fleets, Utilities*

*Heavy industry, Marine, Transportation, Utilities*

*Heavy industry, Marine, Transportation, Utilities*



### Renewable Diesel

A renewable fuel made from various biomass feedstocks processed to be chemically the same as petroleum diesel or a “drop-in” replacement.



### SAF

An alternative fuel made from non-petroleum feedstocks that reduces emissions from air transportation; must be blended with kerosine grade fuel prior to use in an aircraft.

End-use Sectors

*Heavy industry, Marine, Transportation, Fleets, Utilities*

*Transportation (aviation)*

# Sectors, subsectors and organizations analyzed

Sector	Subsector	Strait of Canso businesses and organizations (non-exhaustive)
Industrial	Processing plants	EverWind, Point Tupper Marine Services Port Hawkesbury Paper (incl. co-located NSP biomass facility) Martin Marietta Materials McNally Construction
	Light - medium industry	Cabot Gypsum McNally Construction Samson Enterprises Mulgrave Machine Works Authentic Seacoast Distillery, Steinhart Distillery, Glenora Distillery
	Logistics & Maintenance	A.W. Leil Cranes & Equipment Zutphen Contractors Peter Covin Contracting
Marine vessels	Fishing fleet	Samson Enterprises Richmond County Inshore Fishermen's Organization
	Ferries	Northumberland Ferries, Marine Atlantic
	Commercial shipping	Strait of Canso Superport Corporation tenants
	Support services & bunkering	Atlantic Pilotage Authority McNally Corporation Mulgrave Marine Terminal, EverWind
Transportation	Public transportation	Strait Area Transit
	Trucking/freight	Geno Polegato Trucking
	Aviation	Allan J. MacEachen Airport (Celtic Air Services)
Government operations	Municipal and First Nations fleet	Municipality of the County of Richmond, Town of Port Hawkesbury, Municipality of the District of Guysborough, Town of Mulgrave Potlotek First Nation, Paqtnkek Mi'kmaw Nation
	Public works	Municipalities listed above as well as Municipality of the County of Inverness, Potlotek First Nation, Paqtnkek Mi'kmaw Nation Strait Regional Centre for Education Nova Scotia Community College - Strait Area Campus
Utilities	Health care facilities	Strait Richmond Hospital
	Natural gas blending	Maritimes & Northeast Pipeline (M&NP)
	Energy generation	Point Tupper Generating Station

# Community and industry engagement

## Fuel use questionnaire

A fuel use questionnaire was issued to local companies and organizations to gather information on their current fuel use, approaches to low-carbon alternatives, and perspectives on potential opportunities and challenges.

## Webinar

An introductory webinar, delivered in collaboration with the Atlantic Hydrogen Alliance, was held September 9, 2025. The session provided background on the project and raise awareness among community members and organizations engaged through this initiative.

## Workshop

A workshop was held in October 2025 to engage municipalities, Indigenous communities, industry, and transport providers. This half-day session shared potential pathways for clean fuel adoption and capture detailed insights on local perspectives, priorities, and barriers.

## Site visits

Site visits were held to gain a deeper understanding of local operations and fuel use. The stakeholder list is currently being refined to ensure the visits provide value for the project, with outreach and scheduling to follow.



# What the analysis shows

A global review of clean fuel case studies—spanning industrial, marine vessels, transportation, government operations, and utilities—demonstrates that clean fuels are no longer theoretical; many technologies are commercially deployed today, and others are advancing through large-scale pilots. A readiness assessment across all sectors in the Strait indicates that...

**Renewable diesel** is the most immediately deployable option across fleets, public works, marine support vessels, and industrial equipment—requiring no retrofits.

**Hydrogen** shows medium readiness for public transit, freight trucking, port equipment, ferries, and industrial heat, with stronger long-term potential as costs decline and infrastructure expands. Hydrogen blending in natural gas systems is viable in the medium term and could help decarbonize industrial and institutional heat loads.

**Ammonia** and **methanol** represent emerging solutions for marine shipping and chemical processing, aligning well with the Strait's port-based industries.

**SAF** is growing globally and could serve the Allan J. MacEachen Regional Airport, serving the Strait Region and western Cape Breton, with the right supports and supply chain partners.

# Key opportunities to use clean fuels in the region

Based on this readiness assessment, the strategy prioritizes short-term opportunities where clean fuels can be deployed at scale with limited technical or operational risk. Four sectors emerged as the strongest short-term adopters:

## Marine vessels

- Drop-in RD for fishing fleets and tugboats.
- Hydrogen or methanol for shipping and port equipment.
- Clean bunkering opportunities that position the Strait as a transatlantic refueling hub.

## Industrials

- Hydrogen for process heat or boiler conversions.
- e-methanol or ammonia for specific industrial processes.
- Fuel-switching options at sites such as Port Hawkesbury Paper and regional fabrication yards.

## Transport & gov't operations

- RD for immediate GHG reductions.
- Hydrogen dual-fuel or fuel-cell buses and service vehicles.
- Zero-emission freight opportunities aligned with national ZEV targets.

## Utilities

- Hydrogen blending in natural gas networks.
- Hydrogen-powered backup systems for hospitals, emergency shelters, and critical infrastructure.

# Investment attraction opportunities

	Priority 1		Priority 2			Priority 3	
Opportunities	<b>Ammonia and fertilizer production</b>	<b>Energy and industrial gases</b>	<b>E-methanol production</b>	<b>SAF production</b>	<b>Aquaculture</b>	<b>Green steel (H<sub>2</sub>-DRI direct reduced iron)</b>	<b>Green cement</b>
Candidate companies	Nutrien, Yara International, CF Industries, OCI Global, Fertiberia, Mosaic	Air Liquide, Linde, Air Products, Messer, Itochu	Methanex, BASF, Dow, A.P. Moller – Maersk, European Energy, Liquid Wind, Proman	Neste, TotalEnergies, SkyNRG, Gevo	Cooke Aquaculture, Mowi ASA, Cermaq, Grieg Seafood	ArcelorMittal, SSAB, H2 Green Steel (Stegra), RioTinto, Salzgitter, thyssenkrupp, Nucor	Holcim, Heidelberg Materials, Vicat, CEMEX, CRH

# Proposed pilot projects

Opportunity	Timeframe	Proposed projects
<b>Hydrogen for on-road mobility</b>	15-18 months (Q2 2027)	Pilot project: Hydrogen truck fleet and mobile refueling station
	2.5 years+ (Q2 2028+)	Illustrative future state: Permanent hydrogen refueling station
<b>Hydrogen for electricity and blending</b>	5 years+ (Q2 2030+)	Pilot project: Small scale hydrogen blending
	7 years+ (Q2 2032+)	Illustrative future state: Hydrogen distribution system
<b>Ammonia for marine mobility</b>	2.5 years (Q2 2028)	Pilot project: Fuel barge ammonia refueling
	5 years+ (Q2 2030+)	Illustrative future state: Ammonia-fueled cargo vessels
<b>Renewable diesel aggregation</b>	15-18 months (Q2 2027)	Pilot project: Mobile/temporary renewable diesel fueling station
	5 years+ (Q2 2030+)	Illustrative future state: Permanent refueling station

# Recommendations & next steps

The strategy recommends a focused set of actions organized around three core themes: governance, funding, and infrastructure.

Theme	#	Recommendation
<b>Regional coordination &amp; governance</b>	1	Establish a regional clean fuel working group to build shared purpose and momentum
	2	Support community and workforce readiness through ecosystem convening and coordination
<b>Funding pathways</b>	3	Secure funding for pilot projects and enabling infrastructure
	4	Support strategic industry investment attraction through active collaboration and a shared project pipeline
<b>Shared infrastructure &amp; planning</b>	5	Prioritize and advance early pilot projects
	6	Prepare for future state infrastructure pathways
	7	Advance broader set of clean fuels adoption opportunities

## Warden's Report: April 2026

Event	Organization/Issue	Date(s)
Superport Days Planning Meeting (Virtual)	Meeting	April 1, 2026
Chiefs, Mayors, Wardens Agenda Planning (Virtual)	Meeting	April 1, 2026
Monthly Hydrogen Meeting with Province (Virtual)	Meeting	April 2, 2026
IDEA Committee Meeting – ex officio (Virtual)	Meeting	April 2, 2026
Superport Days Planning Meeting (Virtual)	Meeting	April 8, 2026
NSFM Training Session – FOIPOP (Virtual)	Professional Dev't	April 8, 2026
NSSC Municipal Leadership Table	Meeting	April 10, 2026
Atlantic Hydrogen Conference	Conference	April 13, 2026
Chiefs, Mayors, Wardens Meeting	Meeting	April 15, 2026
Fire Protection Services Committee – ex officio	Meeting	April 15, 2026
Superport Days Planning Meeting (Virtual)	Meeting	April 16, 2026
Meeting with Developer (Virtual)	Meeting	April 16, 2026
Media Interview – 1015 re: Arena	Media	April 20, 2026
Meeting with Energy Manager/CAO re: Interview (Virtual)	Meeting	April 21, 2026
Meeting with Developer (Virtual)	Meeting	April 21, 2026
Meeting with Dalhousie re: Engagement Days (Virtual)	Meeting	April 21, 2026
CBREN Liaison and Oversight Committee Meeting	Meeting	April 22, 2026
Superport Days Planning Meeting (Virtual)	Meeting	April 23, 2026
EDPC Board Special Meeting (Virtual)	Meeting	April 23, 2026

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

Meeting	Date
In Camera Council Meeting	April 7, 2026
Audit Committee Meeting	April 8, 2026
In Camera Council Meeting	April 14, 2026
Bylaw/Policy Committee Meeting	April 14, 2026
Committee of the Whole Meeting	April 14, 2026
Bylaw/Policy Committee Meeting	April 16, 2026
Planning Advisory/Heritage Committee Meeting	April 20, 2026
Special Council Meeting (Budget Deliberations)	April 27, 2026
In Camera Council Meeting	April 28, 2026
Regular Council Meeting	April 28, 2026

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



# Memo

**To:** Municipal Council  
**From:** Troy MacCulloch, CAO  
**Date:** May 7, 2026  
**Re:** Administration Operations Report, April-May 2026

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## Administration

Continuing by-law/policy development:

- Upcoming: Credit Card Policy, Flag Policy, Solid Waste By-law No. 17, Sewer Service Charge By-law No. 52, Richmond County Solid Waste Facility Rules, Municipal Fees 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 – Easements on Everwind Lands are now signed and the easements in the Joint Industrial Park are being signed as signatories are available.
- Water withdrawal renewal for Landrie Lake - Submission to NSRAB by Mar. 10 – responding to Information Requests presently.

Economic Development:

- 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 – still with legal and proponent. – Has been signed - PW will be inspecting the sub surface works and coordinate operation and activation with the developer as houses arrive
- Working with our new Economic Development Officer, Megraj Solanki, with the Cape Breton Partnership – developing a business registry for Richmond Co.
- Working with proponent, land owner and EDPC for new development in Point Tupper – we now have multiple projects, at various stages and will be able share more as they advance in the near future.

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
- Working with Bell and Rogers on Fibre loop project in Point Tupper – engaging industry/legal to determine value of asset to prepare ours for tender. We are now exploring maintaining the asset and it becoming a revenue stream for the Municipality with the advance of a recent development 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
- Attended Smart Energy and Hydrogen East conferences in Halifax week of April 13th – 15<sup>th</sup>
- Attended the Safety First in Cape Breton Symposium at the Membertou Trade & Convention Centre on May 6<sup>th</sup>.
- Attending World Hydrogen in Rotterdam in May with our Energy Sector Manager, along with others in the NS contingent.

## Energy Sector Development

Strait of Canso Clean Fuels Domestic Use Strategy:

- The report was finalized on 6 May.
- The report will be presented to Council at Committee of the Whole on 12 May.
- Next steps are getting feedback on the recommendations through conversations at World Hydrogen Summit.
- The Project Steering Committee will meet and discuss next steps.

QUEST Canada – Net-Zero Community Accelerator:

- Final draft report is being prepared and is expected by end of May.
- Following review period, it will be published in June/July.
- QUEST Canada is doing an article an article on MOCR and ToPH for their 'Powered by Communities' article series. Have helped to coordinate interviews with Warden and Mayor and have provided input on content.

Community Climate Capacity (CCC) Program:

- Update to the Municipal Climate Action Plan – draft Table of Contents prepared and review of similar work in other municipalities is ongoing.
- CRIS project on Unity Drive: interim report received and reviewed. Final report expected in May.
- Awaiting outcome of EDPC's application to the Coastal Planning Support Program.
- Supporting other work streams: Clean Fuels Strategy, Point Tupper Flood Mapping, Roving Municipal Energy Management Service, and the QUEST Canada project.

### Other Sector Work:

- The Extreme Storm Event Flood Hazard Mapping project for Point Tupper is ongoing with CBCL as the consultant – final report has been completed. Presentation to Council is being prepared.
- Efficiency1's Roving Municipal Energy Management Service: facilities identified, gathering information on the buildings before returning to Efficiency1.
- Coordinated site visits in the Strait of Canso area for a developer in the green energy sector.
- Helping to coordinate the community centre retrofit project with Navigate Energy. Plans for community information sessions in June.
- Working with EDPC, landowner and a business on a potential new project in Point Tupper.
- Attended Hydrogen East and Smart Energy conferences in Halifax 13-15 April.
- Attended Dalhousie University's Economic Prosperity Roundtable in Port Hawkesbury on 1 May.
- Attended monthly Strait Area Hydrogen meeting with the NS Department of Energy on 7 May.

## **Information Technology (IT)**

### General:

- Attended the Atlantic Security Conference (ATLSEC CON) on April 8, 9, and 10 in Halifax.
- 2<sup>nd</sup> year NSCC Student Wyatt Mury will start his 5-week work term as part of the General IT program with Clayton, starting April 20<sup>th</sup>.
- 2026-27 IT budget request has been completed and submitted.

### Municipal Office:

- Replacing racks in the IT room and removing existing ones.
- Upgrading network switches.
- Installing camera system upgrades.
- Replacing existing NAS
- Installing 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.
- Council chambers upgrades.

### Landfill:

- The office trailer at the landfill has internet now. Starlink is installed. It now needs to be connected to the scale house.
- Security camera system and other network upgrades to improve infrastructure and Wi-Fi.
- Firewall installation and configuration.

### Arena:

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

## W/S Treatment Plants:

- New computers will be installed as soon as Lync electric is ready.
- Network upgrades to Wi-Fi, camera systems, and installation of new firewalls.

## 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)
  - Presenting at We Care Day – March 25<sup>th</sup> @ St. Louis Parsh Hall – Completed with taping done by Telile
- Fire Protection Services Committee (FPSC) meetings
  - Next meeting is scheduled for April 15<sup>th</sup>
  - Agenda, minutes and meeting package - ongoing
- Fire Service Association of Nova Scotia (FSANS) meetings
  - Board of Directors Meeting – March 29<sup>th</sup> – Completed
  - AGM – April 10<sup>th</sup> – 12<sup>th</sup>
- Strait Area Mutual Aid Association (SAMAA)
  - Next meeting April 7<sup>th</sup>
- 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
- County mapping – emergency planning – ongoing
- VVPR – ongoing
- Voyent Alerting – as needed
- NS Alert App– promotion - ongoing
- Community Climate Capacity sessions - ongoing
- Comfort Centre Check-ins – ongoing
- RFP Meeting for audit of Fire Service Apparatus, Equipment and Stations - Presented to FPSC February 25<sup>th</sup>, motion to move forward after changes
  - Next step is to post RFP
- Dry hydrant policy revision – ongoing
- Budget submission – ongoing
- Dry Hydrant quotes – ongoing
- Emergency Management planning and risk assessments – ongoing

## Department of Community Development and Recreation

### Programs:

- Summer programming planning is underway. This information will cover the period from July 1, 2026, to September 30, 2026. Deadline for all submission(s) is Friday, May 22, 2026; Photos Submission, Community News, Events, Summer Camps and Activities and Festivals, Markets and/or Canada Day Events can be sent to Ronalda Boudreau at [ronalda.boudreau@richmondcounty.ca](mailto:ronalda.boudreau@richmondcounty.ca). Program Facilitators/Instructors can send their interest to Sharla Sampson at [sharla.sampson@richmondcounty.ca](mailto:sharla.sampson@richmondcounty.ca)
- Next scheduled Recreation Advisory Committee meeting is Thursday June 11, 2026, 7:00 pm.
- The Recreation Department is looking for facilitators who may be interested in instructing/facilitating classes for various programs (ie: art, exercise class, sewing, etc). Interested persons can email [recreation@richmondcounty.ca](mailto:recreation@richmondcounty.ca) or call 902.226.2400 ext 5
- RFQ: MOCR202606 - Sound System/Persons. The Municipality of the County of Richmond is inviting interested parties to submit a quote to supply a Sound System with Sound Person for an outdoor concert series to be held from 6:00 to 7:30 PM at the various venues. The deadline to submit bids is 2:00 pm on May 29, 2026. For more information visit [www.richmondcounty.ca](http://www.richmondcounty.ca)

### Community Projects & Initiatives:

- Provincial Volunteer of the Year, Joan Bona, District #3
- April 2026 Volunteer of the Month, Donald Kehoe, District 1
- The IDEA Committee is working with Sheppard Diversity to create EDI (Equity, Diversity, Inclusion) training modules
- The IDEA Committee has 1 vacancy for a citizen appointment. Interested candidates can contact the Municipal Clerk via email, [clerk@richmondcounty.ca](mailto:clerk@richmondcounty.ca) for more information.
- Staff are 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, for more information email [Danielle.Martell@richmondcounty.ca](mailto:Danielle.Martell@richmondcounty.ca)
- Staff are part of the Inverness County Asylum Commemoration project, working with neighbouring municipalities, as well as the province, resident's families and contemporary advocates to create a respectful memorial and associated education and commemorative activities.
- 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 June 7, 2026.
- Staff are working in partnership with community to host the first Arichat Street Festival, Summer 2026
- Staff are working with CDENE for the Celebration Isle Madame (Community Hall Celebration), May 8-10, 2026
- Staff continue to support community groups in fostering growth and community-based initiatives
- Staff support STAC with monthly meetings and assist in the promotion of community calendar activities

## Summer Employment Opportunities:

- The Recreation and Public Works summer employment opportunities have been posted. Special Events Coordinators, Recreation Program Assistant, Surf Instructor, Surf Instructor Assistant, Surf Rental Coordinators, Swimming Instructors and Public Works Department Labourers. For more information visit [Summer 2026 Employment - Richmond County, Nova Scotia](#):

## Department of Finance

### Budgeting & Reporting:

- Audit Committee met on April 8, 2026, the Committee reviewed the updates to the Audit Committee Terms of Reference and the Draft Audit Work Plan. We also reviewed the Credit Card policy, and the policy has been referred to By-law and Policy. Doane Grant Thornton also presented their Audit Strategy.
- Preparing for Audit
- Preparing the Fire Department workbooks.
- Preparing Information for Budget Deliberations.
- In the process of installing Esend with Diamond to be able to email utility and tax bills.
- Submitted HST Offset Application 2026-2027.
- Working on Year-End.

### Taxation & Operational Task:

- Tax, Water and Sewer bills have been mailed out.
- 60 Day Notices have been mailed.
- Next Tax Sale is scheduled for June 12<sup>th</sup>, 2026.
- Completing Year-End Reporting for Auditors.

### Staffing & Training:

- Continuing consultation with the Municipal 9 to determine what the 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:

- Arena Floor/Refrigeration Plant work underway.
- Municipal Building HVAC Renewal. Tender in development. Deferred to 26/27.
- Waste Management Facility Transfer Station Renewal. Complete.
- Construction and Demolition Debris Landfill Expansion engineering work - awarded and in progress.
- Landfill Closure Phase 3 – Engineering underway with landfill expansion work. Tender Issued.
- Watermain Automatic Flushing Station – Installation complete.
- District Meter Installations. Not started.
- Bulk Water Filling Station. Equipment delivered. Installation location to be changed – new RFQ issued for installation.
- Spare High Lift Pump – Arichat WTP. Ordered.
- 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:

- Heavy Collection is being performed in-house beginning in May. Schedule posted.
- Solid Waste Facility will be setup to accept new depot materials for Circular Materials (CM). Storage container delivered, awaiting signage.
- Tender for C&D site expansion and closure of present C&D cell issued. Tender closes June 2, 2026. Award subject to budget approval.

#### Richmond Water Utility:

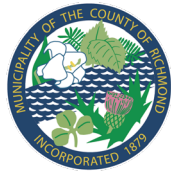
- Application sent to NSRAB to revise Schedule of Rules and Regulations of the Utility to allow a property owner to service both a single-family dwelling and Accessory Dwelling Unit, located on the same property, with a single service.
- Directive issued by NSECC to address ongoing exceedances with aluminum 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. Request for approval to construct approved by the NSRAB. Design tender documents in development.

#### Buildings:

- Municipal Office solar PV energy produced April 2026 = 1.9. MWh

### Upcoming Council & ABCC Meetings

- May 14, 2026 – Budget Deliberations, 9:00 a.m.
- May 26, 2026 – In Camera Session 6:45 p.m.
- May 26, 2026 – Regular Council, 7:00 p.m.
- May 28, 2026 – By-law/Policy Committee, 6:00 p.m.



## April 2026 Volunteer of the Month – Donald Kehoe

Donald Kehoe has been a dedicated and longstanding contributor to his community, consistently leading by example through his volunteerism and service on numerous boards and initiatives. Most notably, Donald played a key leadership role in the construction of the new community playground in Arichat, adjacent to École Beau-Port.

Donald generously dedicated more than 50 volunteer hours to this project, coordinating dozens of volunteers and donating his own materials, equipment, and fuel to ensure its success. His hands-on leadership, tireless work ethic, and positive attitude were instrumental in keeping the project moving forward and motivating everyone involved.

Beyond the hours and resources, he contributed, Donald brought people together, fostering a strong sense of community pride and collaboration. Thanks to his vision, leadership, and commitment, the playground is now a completed space that reflects the very best of Arichat's spirit of volunteerism.

We are incredibly fortunate to have Donald as a leader in our community.

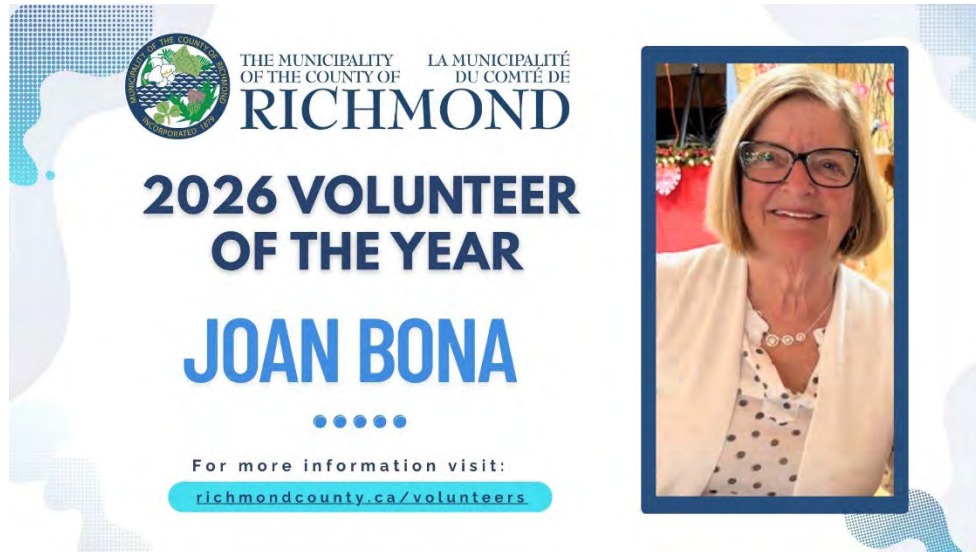
Please join us in recognizing and thanking Donald for his outstanding dedication and service to Richmond County.





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

**2026 Volunteer of the Year – Joan Bona**



We are thrilled to announce and honour Joan Bona as our 2026 Volunteer of the Year!

Joan wears many hats, often all at once, with humility and never seeking recognition. As President and Secretary of the Catholic Women's League (CWL), Chair of the Fleur de Lis Seniors Historical Committee, and a lead organizer of the 175th Anniversary of Louisdale celebrations, Joan is an active member of the community.

From organizing and preserving archival materials for the Historical Committee to chairing the 175th Louisdale Anniversary Committee and everything in between, Joan's passion for contributing to her community is exceptional. She completes each task with local pride.

Please join us in recognizing Joan for her hard work, dedication, and commitment to her community.

We thank you for all you do for Richmond County.



**Powered by  
compassion.**  
Celebrating VON Week, May 17-23, 2026

April 10, 2026  
Warden Lois Landry

Dear Warden Lois,

Every year, **VON Week** provides us with an opportunity to recognize and celebrate the people who help us do what we do, celebrate the work we do within the healthcare system and raise our profile in the communities we serve.

Each VON Week has a unique theme, which reflects what is special about VON, and where VON and our staff and volunteers are at the year's moment in time.

VON Week this year is May 17-23rd and our theme is – ***Powered by Compassion.***

For generations, and through constant change, we've helped people live safely at home and in their communities, where they want to be. **Yesterday. Today. Tomorrow.**

Our work is rewarding but not without its challenges. The healthcare sector is stretched while the needs keep growing. We navigate many complexities, such as long days and rural roads, dynamic systems and competing priorities. **And we still show up — every day.**

**Compassion is our fuel.** It drives each one of us to carry out VON's mission. Powered by strength, determination and maybe a little bit of caffeine. **Most of all, we're powered by compassion.**

As this week approaches, we warmly ask if you would officially declare VON Week and celebrate VON's contribution and commitment to the home and community care sector in Richmond County.

We will follow up with your office to discuss your interest and availability in declaring VON Week and joining in our celebrations.

We would be honored if you would participate in supporting us in celebrating VON Week in our community, by:

- **Proclaiming the opening of VON Week**
- **Raising the VON Flag at Municipal Offices in the County of Richmond, Arichat**
- **Light up a municipal landmark/building/area "blue" in celebration of VON Week**
- **Share our social media posts to demonstrate your support**

Thank you in advance for considering our invitation and support.

Sincerely,  
Glenda Kipp  
Manager of Home and Community Care

**Fw: Contact From**

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**From** Shelley David <Clerk@richmondcounty.ca>

**Date** Thu 5/7/2026 11:19 AM

**To** Shelley David <Clerk@richmondcounty.ca>

**From:** richmond-mailer@municipal-website-venture.com <richmond-mailer@municipal-website-venture.com>

**Sent:** Thursday, May 7, 2026 8:12:58 AM

**To:** Brent Sampson <Brent.Sampson@richmondcounty.ca>

**Subject:** Contact From

Blair Sampson has submitted a comment.

Phone: [REDACTED]

Email: [REDACTED]

**Comments / Questions / Concerns:**

May 6th 2026

Municipality of Richmond County

Brent Sampson

Councillor District 5

Dear Mr. Sampson,

As a local beekeeper and an environmentally conscious Richmond County resident, I wish to make Council aware of a great international campaign which Richmond County should consider promoting and becoming an active participant.

This campaign launched by Plantlife is called "No Mow May".

'Plantlife's No Mow May campaign doesn't ask you to do much. In fact, it asks you to not do anything at all...Just lock up your lawnmower on May 1st and let the wild flowers in your lawn bloom, providing a feast of nectar for our hungry pollinators. Let it grow... let it groooow...'

Now entering its 5th season, this campaign has taken on a life of it own. Jurisdictions and organizations in the US, UK and Canada, including the Nature Conservancy of Canada, have taken up the cause and become strong proponents and participants of the No Mow May campaign.

Leading by example, by not cutting grass on County owned properties during the month of May, will

raise awareness and encourage other Richmond County residents to also participate in this worthy campaign.

Participation creates a win-win on many levels. It helps the environment, and it helps the bees, the butterflies and many other struggling pollinators and foragers. Additionally, it's done at no cost, it's actually cost saving.

In summary, I invite you to visit the website link below. Along with more detailed information, it covers how councils may best participate, and also includes posters which can be downloaded and printed for on-site use.

<https://www.plantlife.org.uk/uk/discover-wild-plants-nature/no-mow-may>

Blair Sampson

Bee Keeper

[REDACTED]

Richmond County

[REDACTED]



**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

May 4, 2026

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

Dear David Mitchell:

Under the provisions of the *Municipal Government Act*, the Minister of Municipal Affairs must provide to the Nova Scotia Federation of Municipalities 12-months' notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter is intended to provide notice of such changes for fiscal year 2027-2028 and beyond.

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

### **Department of Cybersecurity and Digital Solutions**

- 1) Starting in 2026-27, the Department of Cyber Security and Digital Solutions (CSDS) will begin working with affected municipalities to offboard from the following SAP-related services:
  - Customer Care and Service (CCS) Utilities (e.g., property tax and revenue): Amherst, Annapolis, CBR, Cumberland, East Hants, Queens
  - Materials Management: Amherst, Annapolis, CBRM, Cumberland, East Hants, Queens, HRM
  - HR Pay: CBRM, HRM
  - Environment Health and Safety Management: HRM
  - Success Factors HR: HRM

CSDS is issuing notice and will be communicating with municipalities directly.

## Department of Emergency Management

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

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

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

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

This legislation is part of an ongoing commitment to strengthening the fire service sector through:

- access to specialized firefighter training and the certification process,
- education/training for municipal elected officials,
- procurement support,
- mutual aid and service agreement templates,
- the new Fire Records Management System, and
- a risk-based assessment tool to facilitate council decision-making around fire protection service levels.

## Department of Growth and Development

- 1) A review of the *Peggy's Cove Commission Act* is seeking to modernize planning for the Peggy's Cove area. Given the location of Peggy's Cove within the boundaries of HRM, any proposed changes to the Act or its administration could have an impact on the municipality, for example, shifting responsibility for planning approvals.

- 2) The Department is undertaking a review of the Regional Enterprise Networks (RENS) program. Key areas of focus include improving consistency in service delivery across the province, improving how businesses access and navigate existing programs and services and aligning delivery with provincial economic development priorities. Addressing these areas may involve adjustments to the current REN model, which would have implications for municipal partners.

### Department of Intergovernmental Affairs

- 1) Under our trade policy responsibilities, Intergovernmental Affairs advises that there are procurement thresholds under several free trade agreements that could impact municipalities. Every two years, Global Affairs Canada updates its thresholds for covered procurements under the Canada-Europe Trade Agreement (CETA), the Canada-UK Trade Continuity Agreement (TCA), and the Canada Free Trade Agreement (CFTA). Municipal procurements are covered under these obligations. All procurements above the thresholds must be publicly tendered unless subject to an exemption.

The threshold values in Canadian dollars for the period of January 1, 2026, to December 31, 2027, are as follows:

FTA	Goods	Services	Construction
<b>CFTA</b>	<b>Province</b>		
	\$34,700	\$139,000	\$139,000
	<b>Municipalities and MASH</b>		
	\$139,000	\$139,000	\$347,400
<b>CETA/TCA</b>	<b>Crowns, Utilities, etc.</b>		
	\$694,700	\$694,700	\$6,943,900
	<b>Province, Municipalities and MASH</b>		
	\$368,000	\$368,000	\$9,200,000
<b>CFTA</b>	<b>Crowns</b>		
	\$653,200	\$653,200	\$9,200,000
	<b>Utilities, etc.</b>		
\$736,000	\$736,000	\$9,200,000	

## Department of Justice

- 1) The Nova Scotia Comprehensive Policing Review was released in June 2025. Since that time, the Department of Justice has met with all municipalities to discuss implementation of the six foundational changes and the expanded role of the provincial police service. These foundational changes are designed to strengthen public safety across the province and support more effective, consistent, and sustainable outcomes. As part of implementation:
  - Municipalities are required to meet established provincial policing standards. Municipalities that are unable to meet these standards independently will be required to contract with the provincial police service for the delivery of those services and, effective April 1, 2027, will be required to purchase those services on a fee basis. While these changes are intended to enhance public safety and ensure greater consistency across jurisdictions, they may result in increased costs for some municipalities. At this time, the specific nature and extent of any financial impacts cannot be determined for any individual municipality.
  - The Province will continue to enhance and modernize its policing standards over time. The creation or expansion of standards may result in additional costs for municipalities.
  - The Province will procure a province-wide records management system (RMS) in fiscal year 2026–27. The Province will fund the acquisition and associated start-up costs. It is anticipated that beginning in 2027–28, as part of implementation, municipalities with their own police agencies will be required to contribute annual licensing fees associated with the RMS. For municipalities policed by the RCMP under the provincial policing model, RMS-related costs will be incorporated into the provincial billing model.
  - The Province will continue to work toward the development of a new municipal billing model for provincial police services during fiscal year 2026–27. Municipalities will continue to be engaged throughout this process. The specific structure of the model and the extent of any financial impacts cannot be determined at this time for any individual municipality; however, changes to the billing model could result in increased costs for some municipalities beginning in 2027–28.
- 2) The National Police Federation is the certified union representing regular members and reservists of the Royal Canadian Mounted Police (RCMP) below the rank of Inspector. The current Collective Agreement expires on March 31, 2025, and labour negotiations between the National Police Federation and Treasury Board Secretariat Canada are ongoing. The cost implications cannot be determined at this time.

- 3) The 'H' Division (Nova Scotia) Royal Canadian Mounted Police (RCMP) have provided the Department of Justice with the annual Multi-Year Financial Plan (MYFP), that reflects the organization's budget requests for the next fiscal year, and strategic planning for subsequent years. The cost implications cannot be determined at this time.
- 4) Biological Casework Analysis Agreement provides municipalities with DNA analysis arising from criminal investigations. Costs will be determined upon the release of the "Total Uniform Assessment" by Municipal Affairs.
- 5) Municipalities in Nova Scotia are prescribed under the *Accessibility Act* which means they must have an accessibility advisory committee, prepare and make publicly available accessibility plans, and comply with accessibility standards (regulations) once they are enacted.
  - o The Built Environment Accessibility Standard Regulations under the *Accessibility Act* were approved on March 7, 2025. Compliance with the standard is required beginning April 1, 2026. These regulations apply to newly constructed and newly installed elements of the built environment such as pedestrian facilities, recreational spaces, and outdoor infrastructure. These regulations include technical design requirements for infrastructure. The regulations also introduce requirements for accessibility planning for both new and existing infrastructure, including municipal infrastructure. These infrastructure plans are due April 1, 2026. There is no requirement to retrofit existing infrastructure, and as a result the cost implications are minimal.
  - o The Department of Justice is expected to share the proposed accessibility standard for employment, and goods and services for public review in 2026-27. This would be an opportunity for municipalities to review the proposed standard to provide input into the feasibility and cost implications of the proposed standards on municipalities.

### **Department of Public Works**

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

**Department of Service Nova Scotia**

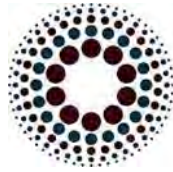
- 1) Nova Scotia's new FOIPOP Act will come into effect on April 1, 2027 and regulations are currently under development to support the new Act. The legislation requires municipalities to adopt new privacy policies and practices, requires mandatory reporting of significant privacy breaches to affected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

Yours truly,



Honourable John A. MacDonald  
Minister of Municipal Affairs

c: Juanita Spencer, Chief Executive Officer, NSFM



May 4, 2026

John Bain  
Eastern District Planning Commission  
606 Reeves St. Unit 3  
Port Hawkesbury, NS B9A 2R7

(Delivered via email)

Dear Mr. Bain,

**Re: Coastal Planning Support Program**

NSFM is pleased to inform you that your application to the Coastal Planning Support Program was successful. Please note the following:

- NSFM has been able to increase the funding to \$187,200 exclusive of HST, enabling your municipality to increase the amount of services that can be accessed through the program
- If your funding award is \$52,800 or less, your municipality must appoint a consultant off the pre-selected consultant list
- If your funding award is \$52,801 or more, your municipality must solicit and receive at least three proposals from the consultants off the pre-selected consultant list and then make a selection from among those proposals
- Enclosed is a Memorandum of Understanding that must be signed and returned to NSFM before commencing your project
- Clause 5 in the Memorandum requires your organization to also sign a contract with a consultant selected from the pre-selected consultant list

Congratulations on the success of your application and we look forward to working with you on this initiative. If you have any questions, please contact Gordon Smith at [coastal@nsfm.ca](mailto:coastal@nsfm.ca), or (902) 333-7134.

Best regards,

Juanita Spencer  
Chief Executive Officer  
Nova Scotia Federation of Municipalities

cc: Gordon Smith, Coastal Land Use Planning Coordinator

Coastal Planning Support Program  
**Pre-selected Consultants**

<b>Company</b>	<b>Name</b>	<b>Email</b>	<b>Phone</b>
C+D Community Design	Caroline Robertson	<a href="mailto:caroline@cdcommunitydesign.ca">caroline@cdcommunitydesign.ca</a>	(902)742-5300
CBCL	Vincent Leys	<a href="mailto:vincentl@cbcl.ca">vincentl@cbcl.ca</a>	(902) 237-9244
Dillon	Morgan Boyco	<a href="mailto:mboyco@dillon.ca">mboyco@dillon.ca</a>	(902) 223-5276
OSO	Kieran Stepan	<a href="mailto:kieran@soplan.com">kieran@soplan.com</a>	(902) 292-9940
Upland	Ian Watson	<a href="mailto:ian@uplandstudio.ca">ian@uplandstudio.ca</a>	(902) 423-0649 x102
WE6	Elaine Mitchell	<a href="mailto:elaine@we6planning.com">elaine@we6planning.com</a>	(709) 765-2871
WSP	Courtney Laurence	<a href="mailto:courtney.laurence@wsp.com">courtney.laurence@wsp.com</a>	(902) 536-9162

## Memorandum of Understanding

This Memorandum of Understanding (this "MOU"), dated as of April 29, 2026, sets forth certain non-binding understandings and binding agreements between the Nova Scotia Federation of Municipalities ("**NSFM**") and the Eastern District Planning Commission, (the "**Commission**"), with respect to the following project pursuant to the Coastal Planning Support Program (the "**Program**") established by the Province of Nova Scotia (the "**Province**"):

Project Name: \_\_\_\_\_ (the "**Project**")

NSFM and the Commission are sometimes referred to individually as a "**Party**" and collectively as the "**Parties**".

1. In consideration of the efforts undertaken and expenses incurred by the Parties with respect to the matters referred to in this MOU, the sufficiency of which is hereby acknowledged, the Parties agree that sections 7, 8 and 9 below shall form a legally binding and enforceable agreement between the Parties. All other sections of this MOU reflect the non-binding intentions of the Parties.
2. The Commission must designate a project manager (the "**Project Manager**"). NSFM will only correspond with the Commission through the Project Manager.

The Project Manager for the Project is:

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

Title: \_\_\_\_\_

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

Manager's Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

The Project Manager is the primary contact for the duration of the project.

3. NSFM will only release payments to the Consultant of fifteen percent (15%) upon commencement, forty-five percent (45%) at the midpoint of the project, and forty percent (40%) upon completion, upon receipt of a written direction (each a "**Direction**") from the Project Manager. The Project Manager is responsible for ensuring the work is completed to the satisfaction of the Commission. Once a project is approved, NSFM's only responsibility is to make payments at the milestones designated in the application upon receipt of a Direction from the Project Manager.
4. The Commission acknowledges that NSFM will not participate in any dispute resolution process between the Commission and the Consultant.

5. The Municipality shall enter into a contract for the work with the Consultant. The Municipality shall provide a copy of said contract to NSFAM prior to NSFAM making any payments to the Consultant.
6. After Project approval, if the Project scope changes or the anticipated completion date extends beyond the Project deadline outlined in the approved application, an amendment is required. The amendment request must be submitted in writing to and approved by NSFAM.
7. Each Party shall be responsible for all of its costs and expenses associated with the Project, including without limitation, the performance of its responsibilities and obligations under this MOU.
8. In no event shall NSFAM or any of its representatives be liable under this MOU to the Commission or any third party for any indirect, consequential, incidental, exemplary, special, or punitive damages whatsoever, including any damages for business interruption, loss of use, revenue or profit, cost of capital, loss of business opportunity, loss of goodwill, whether arising out of breach of contract, tort (including negligence), any other theory of liability, or otherwise, regardless of whether such damages were foreseeable and whether or not NSFAM was advised of the possibility of such damages.
9. The Municipality shall indemnify, hold harmless and defend NSFAM and its directors, officers, employees, agents, representatives, shareholders, successors, and permitted assigns (collectively, the "**Indemnified Party**") against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including legal fees, that are incurred by Indemnified Party (collectively, "**Losses**"), arising out of or related to any third-party claim (including any claim by a Consultant) relating to the Project.
10. The Project must be complete, and all invoices must be dated no later than by March 15, 2027.
11. Within 60 days of the Project end date, the Project Manager must submit to NSFAM a minimum one-page Project closeout report describing the work that was done and its results.

[The remainder of the page is intentionally left blank. Signature page follows.]

The Parties have executed this MOU as of the date set forth above.

**NOVA SCOTIA FEDERATION OF MUNICIPALITIES**



Per: \_\_\_\_\_  
Name: Juanita Spencer  
Title: Chief Executive Officer

I/We have authority to bind NSFM.

**EASTERN DISTRICT PLANNING COMMISSION**

Per: \_\_\_\_\_  
Name:  
Title:

I/We have authority to bind the commission.



**Town of Lockeport**  
26 North Street  
Lockeport, NS B0T 1L0

April 30, 2026

The Honourable Tim Houston, M.L.A.  
Premier of Nova Scotia  
P.O. Box 726  
Halifax, NS  
B3J 2T3

**Re: Request for Five-Year Freeze on Power Rates and Exploration of Public Ownership of Nova Scotia Power**

Dear Premier Houston,

On behalf of the Town of Lockeport, I am writing to express our concerns regarding residential power rates in Nova Scotia and the growing impact they are having on our residents and small community.

We have reviewed recent correspondence from other municipal units, including the County of Antigonish, Municipality of the District of Shelburne and the Municipality of Barrington, and we wish to echo the concerns outlined in those letters.

While we recognize that the Nova Scotia Energy Board has approved Nova Scotia Power's recent General Rate Application for 2026–2027, it remains important for local leaders to advocate on behalf of residents who continue to face increasing financial pressures.

In Lockeport, the combination of rising electricity costs and broader affordability pressures is becoming increasingly difficult for residents to manage. **More than 60% of our residents are seniors**, many of whom are living on fixed incomes, leaving little flexibility to absorb continued increases. As a result, rising electricity rates are not just inconvenient—they directly impact the ability of residents to remain in their homes and maintain their quality of life. Without meaningful intervention, these pressures will continue to strain households and challenge the long-term sustainability of communities like ours, where supporting residents to age in place is a key part of our community fabric.

We are particularly concerned that residential customers continue to see higher percentage increases compared to some other customer classes. This raises significant questions about fairness and equity, as it suggests households may be carrying a disproportionate share of operating and capital costs.

Additionally, the recent cybersecurity incident involving Nova Scotia Power and the ongoing impacts that followed have further eroded public confidence. Continued challenges related to billing, communication, and overall system reliability have left many residents frustrated. Concerns are not limited to cost alone, but extend to transparency, accountability, and trust in the system.

Considering these concerns, we respectfully ask that you advocate for the following on behalf of Nova Scotians:

- Consideration of a five-year freeze on residential power rates to help protect residents from further financial strain.
- A thorough exploration of returning Nova Scotia Power to public ownership, ensuring that the interests of residents are prioritized over corporate profits.

We acknowledge that operating and capital costs have increased due to inflation, tariffs, and other factors. However, we strongly encourage the Province and regulatory bodies to explore options that ensure costs are distributed more fairly, without placing an undue burden on residential ratepayers.

Communities like Lockeport rely on affordable, dependable, and equitable energy to remain sustainable. It is critical that meaningful steps are taken to protect residents and rebuild confidence in the system.

Thank you for your consideration of this important matter.

Sincerely,



**Derek Amalfa**

Mayor

Town of Lockeport

cc:

Nova Scotia Energy Board

Nova Scotia Federation of Municipalities (NSFM)

All Municipal Units in Nova Scotia

Hon. Nolan Young, MLA – Shelburne

*My Town . . .*

Lockeport – where we partner to build a prosperous future with services that provide value and a quality of life in which we take pride.

correspondenceTo: Warden and Council – Richmond County

From: Jim Cavanagh  
Fire Chief – Port Hastings Volunteer Fire Department

Good Day,

I wish to start off by saying that I was forwarded the link several days ago from the Committee of the Whole Meeting from April 14<sup>th</sup>, and was alerted of the fact that a presentation from the Airport was given, in particular the portion regarding Fire Protection at the site. I want to say that there was an abundance of misleading and mistaken comments in that report and I'd like to address some of them here, to make you aware of the current situation. After listening to the report several times, and transposing the comments to paper I feel items need to be addressed. I first want to thank Councilor Marchand for the questions he posed to the presenter that further confirmed the misleading information provided. I'm going to try and break it down to the points that were given so please bear with me.

**New Fire Chief** – The comment regarding the New Fire Chief in the area. I am currently and since 2015 have been the Fire Chief in the Port Hastings Area, and just to confirm, my department is the Primary responding Department for this site. There was a new Fire Chief elected for the West Bay Road Fire Department in January, but that bears no factor to the Airport, as they would only be responding as a Mutual Aid Department at our Request.

**Working Closely with us** – The idea that the airport is or has been working close with our Department is by far, a huge stretch of the imagination, as there has been no correspondence from then in years regarding anything at the airport, unless they needed something from us. In a recent conversation with a former Councilor from Inverness County yesterday, I wanted confirmation that for years I asked to sit on the Committee as an input from the Emergency Services, to address Fire / Rescue plans, capabilities Etc. I was never contacted about this request.

**Joint Scene Calls** – A comment / concern was mentioned about my department and another department doing “Joint scene calls” and how this “brought up a new piece of information that’s required to get out to the public and to the fire teams” I have to say that these comments proves how little the gentleman knows about the fire service and planned responses to Emergencies. Plans like these are a vital part of the Emergency services, not only in our area but in every area where

Emergency Services are provided. This ensures that adequate resources, personnel, equipment etc are responding to the incident. These plans are not needed to get out to the public and the “Fire Teams”, are well aware of these situations as they were part of the planning phase.

**Dry Hydrant** – I am quite confident that your Council is aware of what Dry Hydrants are and their importance, and with the risk of getting off topic for a second, I want to congratulate you for your work on Dry Hydrants in Richmond. Great Job.

As you may or may not be aware, there is absolutely zero emergency water supply at the airport or the immediate surrounding area right now. The gentleman mentioned that the hole for a dry hydrant was dug and they were waiting on pipes and stand. If this indeed true, which I question, who was consulted on this project regarding items such as:

- Proper diameter size of piping to ensure adequate flow
- Tread pattern to ensure compatibility to our apparatus'
- Length and vertical lift, to ensure that we can successfully draft from it
- Proper depth of water to ensure adequate drafting capabilities
- Recovery rate and capabilities, to ensure pond will recover (water levels)
- Turning radius for fire apparatus
- Year round availability
- Accessibility for use for incidents outside the perimeter of the airport
- Testing and maintenance

One would think that the people that will be using this resource would be contacted to ensure it can be used properly.

**Comprehensive Emergency Response Plan** – I can't really speak of this plan as we never seen it. Over a year ago a member of my department made several requests for this plan and it was never provided to us. One would think that this plan should be provided to the primary response team even without request to ensure our capabilities are in line with those of the plan. Hence the request for Emergency Service Provider's membership, even, Ex-Officio would be an asset.

**Aircraft Accident / Incident** – One of the only true statements that was made in this presentation was concerning aircraft accidents / incidents. I don't disagree that an incident could just as likely occur on approach or take off, but in saying that, the amount of air traffic increases exponentially because of their destination (To

and from the airport) Now don't get me wrong, I am in no way saying that the airport doesn't provide an economic benefit to the area as it most certainly does, but along with that comes a greater risk of something happening, and having peoples head in the sand and thinking that calling 911 will fix all the problems is a dream at the furthest stretch of the imagination. No local fire department is equipped to fight an aircraft incident, and the cost of such equipment, training and personnel would be astronomical.

**Foam Capabilities** – I don't even know where to start with all the mis-information on this subject. I am very familiar with the apparatus availability in the area, and I can say for sure that there is no Municipal / Town foam trucks in the area to be “deployed to the area each time” and I can guarantee that the fire department is NOT funded by the airport for that. The only truck in the area that has huge Foam Capabilities is in Industrial Point Tupper and it protects the site it is housed in, and is not deployed to the airport for landings or departures. Furthermore this piece of apparatus carries only foam and no water, which is required for the production of foam during an emergency.

We (My department) were requested on two occasions since I've been Chief to stand-by for landings. The first one, if memory serves me correct was in 2019 and we did indeed get a donation from the airport for this one, the second was months ago where we remained on stand-by on Friday evening awaiting the arrival, which was postponed until Sunday, where we attended the landing. There was an issue with Customs after landing and after several hours of standing by at the airport, the plane took off. Although we were promised a donation for this, one never came, and there is or was no type of donation or any sort of financial assistance to our department from the airport.

I am so glad that Councilor Marchand re-enforced the questions of payment to the department as well as which one. Unless I am totally oblivious of the fire service in the area and a “New Port Hastings Fire Department” was formed without my knowledge, there were no communications, donations or working relationships with our department from the airport.

I certainly want to thank Warden Lois Landry for speaking to me on this the other day as well as Councilor Brent Samson for contacting me to discuss. I would be more than happy to further discuss this with Council at anytime.

Jim Cavanagh - [REDACTED]



Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 4/1/2026 4/30/2026  
 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
29084	00069	SALACIA SEAFOOD INC.	4/8/2026	GENERAL	PMCHQ00002689	\$ 239.40
29085	00426	DIGGDON'S FREIGHT SERVICE	4/8/2026	GENERAL	PMCHQ00002689	\$ 279.98
29086	00701	LANDRY BROTHERS LTD.	4/8/2026	GENERAL	PMCHQ00002689	\$ 72.34
29087	03123	PETER COVIN'S CONTRACTING LTD.	4/8/2026	GENERAL	PMCHQ00002689	\$ 1,231.20
29088	03683	AMAZON.COM.CA ULC	4/8/2026	GENERAL	PMCHQ00002689	\$ 205.18
29089	03950	MOMBOURQUETTE, AMANDA	4/8/2026	GENERAL	PMCHQ00002689	\$ 730.40
29090	07170	MORRIS, SONIA	4/8/2026	GENERAL	PMCHQ00002689	\$ 485.00
29091	08508	TELLE	4/8/2026	GENERAL	PMCHQ00002689	\$ 866.40
29092	09051	BONA, WAYNE	4/8/2026	GENERAL	PMCHQ00002689	\$ 150.00
29093	09052	LEAGUEAPPS	4/8/2026	GENERAL	PMCHQ00002689	\$ 98.88
29094	15306	JURLINK, MICHELLE	4/8/2026	GENERAL	PMCHQ00002689	\$ 220.00
29095	17985	EMM LAW INCORPORATED	4/8/2026	GENERAL	PMCHQ00002689	\$ 7,252.97
29096	29106	SAMPSON, BRENT	4/8/2026	GENERAL	PMCHQ00002689	\$ 512.70
29097	35119	MOLLOY, TYLER	4/8/2026	GENERAL	PMCHQ00002689	\$ 40.00
29098	35174	MARCELLUS, STEVEN	4/8/2026	GENERAL	PMCHQ00002689	\$ 451.43
29099	36304	NAPA ROBERTSON AUTOMOTIVE	4/8/2026	GENERAL	PMCHQ00002689	\$ 102.19
29100	37151	CANOE PROCUREMENT GROUP OF CAN	4/8/2026	GENERAL	PMCHQ00002689	\$ 188.35
29101	38164	ST. PETER'S UNITED CHURCH	4/8/2026	GENERAL	PMCHQ00002689	\$ 2,920.00
29102	38712	CANAL HOLDINGS LTD	4/8/2026	GENERAL	PMCHQ00002689	\$ 205.20
29103	45241	DOYLE, WAYNE	4/8/2026	GENERAL	PMCHQ00002689	\$ 60.00
29104	46825	RONA ARICHAT	4/8/2026	GENERAL	PMCHQ00002689	\$ 206.61
29105	10529	DESJARDINS FINAN.SECURITY	4/8/2026	GENERAL	PMCHQ00002692	\$ 1,730.01
29106	43652	SANTANA CONTRACTING LTD	4/8/2026	GENERAL	PMCHQ00002692	\$ 24,364.46
29107	48639	MUNICIPAL PUBLIC WORKERS ASSOC	4/8/2026	GENERAL	PMCHQ00002692	\$ 400.00
29108	10128	LEAVITT, CIARAN LLACHLAN	4/9/2026	GENERAL	PMCHQ00002695	\$ 4,250.00
29109	01090	RECEIVER GEN. FOR CANADA	4/16/2026	GENERAL	PMCHQ00002698	\$ 30,698.00
29110	01341	VILLAGE OF ST. PETER'S	4/16/2026	GENERAL	PMCHQ00002698	\$ 937.30
29111	02240	JEANTIE'S MINI MART	4/16/2026	GENERAL	PMCHQ00002698	\$ 59.23
29112	03524	TALBOT MARKETING	4/16/2026	GENERAL	PMCHQ00002698	\$ 141.65
29113	03549	MBW COURIER INC.	4/16/2026	GENERAL	PMCHQ00002698	\$ 453.38
29114	06200	ISLE MADAME IFIT CENTRE	4/16/2026	GENERAL	PMCHQ00002698	\$ 630.00
29115	09598	GRACIE, MARGARET	4/16/2026	GENERAL	PMCHQ00002698	\$ 822.00
29116	10529	DESJARDINS FINAN.SECURITY	4/16/2026	GENERAL	PMCHQ00002698	\$ 27,498.30
29117	12563	LA PICASSE CENTRE COMMUNAUTAIR	4/16/2026	GENERAL	PMCHQ00002698	\$ 1,665.00
29118	17701	PUROLATOR INC.	4/16/2026	GENERAL	PMCHQ00002698	\$ 32.09
* 29119	17985	EMM LAW INCORPORATED	4/16/2026	GENERAL	PMCHQ00002698	\$ 1,256.85
29120	22942	DESTINATION CAPE BRETON	4/16/2026	GENERAL	PMCHQ00002698	\$ 1,883.60
29121	25048	AGAT LABORATORIES LTD	4/16/2026	GENERAL	PMCHQ00002698	\$ 728.34
29122	26042	L'ARDOISE COMMUNITY CENTRE	4/16/2026	GENERAL	PMCHQ00002698	\$ 1,140.00
29123	31050	NSGEU	4/16/2026	GENERAL	PMCHQ00002698	\$ 1,540.73
29124	35138	GFL ENVIRONMENTAL SERVICES INC	4/16/2026	GENERAL	PMCHQ00002698	\$ 26,229.33
29125	36609	STRAIT AREA TRANSIT CO-OPERATI	4/16/2026	GENERAL	PMCHQ00002698	\$ 25,000.00
29126	41604	4333938 NS LTD	4/16/2026	GENERAL	PMCHQ00002698	\$ 1,993.38
29127	00701	LANDRY BROTHERS LTD.	4/17/2026	GENERAL	PMCHQ00002701	\$ 1,043.53
29128	01104	THE REPORTER	4/17/2026	GENERAL	PMCHQ00002701	\$ 166.44
29129	01295	STRAIT SUPPLIES LIMITED	4/17/2026	GENERAL	PMCHQ00002701	\$ 908.71
29130	03123	PETER COVIN'S CONTRACTING LTD.	4/17/2026	GENERAL	PMCHQ00002701	\$ 7,849.65
29131	03174	CHARLES FOREST CO-OP LTD.	4/17/2026	GENERAL	PMCHQ00002701	\$ 48.07
29132	03683	AMAZON.COM.CA ULC	4/17/2026	GENERAL	PMCHQ00002701	\$ 382.46
29133	13915	DEMPSEY MICHAEL GERARD	4/17/2026	GENERAL	PMCHQ00002701	\$ 900.00
29134	17091	SULLIVAN FUELS	4/17/2026	GENERAL	PMCHQ00002701	\$ 3,416.97
29135	17985	EMM LAW INCORPORATED	4/17/2026	GENERAL	PMCHQ00002701	\$ 2,540.03
29136	33115	EXP SERVICES INC	4/17/2026	GENERAL	PMCHQ00002701	\$ 6,131.30
29137	35807	PROPERTY VALUA. SERV.CORP	4/17/2026	GENERAL	PMCHQ00002701	\$ 76,588.87
29138	37156	ARICHAT IRVING	4/17/2026	GENERAL	PMCHQ00002701	\$ 127.98
29139	39151	RICHARD PEST SOLUTIONS	4/17/2026	GENERAL	PMCHQ00002701	\$ 75.00

County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
29140	39201	NOVA SCOTIA FEDERATION OF MUNI	4/17/2026	GENERAL	PMCHQ00002701	\$ 313.50
29141	40145	TOROMONT CAT (MARITIMES)	4/17/2026	GENERAL	PMCHQ00002701	\$ 371.69
29142	46825	RONA ARICHAT	4/17/2026	GENERAL	PMCHQ00002701	\$ 328.25
29143	00175	LA PICASSE	4/21/2026	GENERAL	PMCHQ00002705	\$ 782.56
29144	02488	DILLON CONSULTING	4/21/2026	GENERAL	PMCHQ00002705	\$ 5,652.27
29145	03123	PETER COVIN'S CONTRACTING LTD.	4/21/2026	GENERAL	PMCHQ00002705	\$ 5,517.60
* 29146	31029	RAISING THE VILLAGES COOPERATI	4/21/2026	GENERAL	PMCHQ00002705	\$ 1,500.00
29147	31720	MUNICIPALITY OF THE COUNTY OF	4/21/2026	GENERAL	PMCHQ00002705	\$ 3,676.87
29148	38962	SEAL COVE HOLDING	4/21/2026	GENERAL	PMCHQ00002705	\$ 3,859.78
29149	42104	WARREN'S GARAGE	4/21/2026	GENERAL	PMCHQ00002705	\$ 1,869.76
29150	46450	DAVID, SHELLEY	4/21/2026	GENERAL	PMCHQ00002705	\$ 549.83
29151	00701	LANDRY BROTHERS LTD.	4/22/2026	GENERAL	PMCHQ00002706	\$ 438.89
29152	01104	THE REPORTER	4/22/2026	GENERAL	PMCHQ00002706	\$ 141.47
29153	01961	MARTEL, TRISTAN	4/22/2026	GENERAL	PMCHQ00002706	\$ 2,328.87
29154	02240	JEANTIE'S MINI MART	4/22/2026	GENERAL	PMCHQ00002706	\$ 101.46
29155	03174	CHARLES FOREST CO-OP LTD.	4/22/2026	GENERAL	PMCHQ00002706	\$ 30.18
29156	03683	AMAZON.COM.CA ULC	4/22/2026	GENERAL	PMCHQ00002706	\$ 538.31
29157	04545	REGISTRY OF MOTOR VEHICLES	4/22/2026	GENERAL	PMCHQ00002706	\$ 221.70
29158	05010	B & N DISTRIBUTORS LTD.	4/22/2026	GENERAL	PMCHQ00002706	\$ 626.29
29159	06696	OMNITECH INC.	4/22/2026	GENERAL	PMCHQ00002706	\$ 569.99
29160	07099	COTTAGE BAKERY	4/22/2026	GENERAL	PMCHQ00002706	\$ 273.60
29161	07234	SOMEWHERE COSY LTD.	4/22/2026	GENERAL	PMCHQ00002706	\$ 420.79
29162	09415	ACKLANDS-GRAINGER INC.	4/22/2026	GENERAL	PMCHQ00002706	\$ 175.40
29163	10025	MACCULLOCH, TROY	4/22/2026	GENERAL	PMCHQ00002706	\$ 254.37
29164	11908	CANADA POST CORPORATION	4/22/2026	GENERAL	PMCHQ00002706	\$ 25,316.18
29165	15383	MAYICH, DAVID	4/22/2026	GENERAL	PMCHQ00002706	\$ 620.65
29166	16381	OLD ORCHARD INN	4/22/2026	GENERAL	PMCHQ00002706	\$ 861.84
29167	16675	GREATARIO INDUSTRIAL STORAGE S	4/22/2026	GENERAL	PMCHQ00002706	\$ 22,796.58
29168	17091	SULLIVAN FUELS	4/22/2026	GENERAL	PMCHQ00002706	\$ 2,453.70
29169	17985	EMM LAW INCORPORATED	4/22/2026	GENERAL	PMCHQ00002706	\$ 2,752.53
29170	24988	HIGHLAND BEVERAGES 2004 LTD.	4/22/2026	GENERAL	PMCHQ00002706	\$ 35.00
29171	31030	D AND A PRIORITY DRAIN SERVICE	4/22/2026	GENERAL	PMCHQ00002706	\$ 718.20
29172	31925	SAMPSON, SHARLA	4/22/2026	GENERAL	PMCHQ00002706	\$ 454.07
29173	35174	MARCELLUS, STEVEN	4/22/2026	GENERAL	PMCHQ00002706	\$ 843.84
29174	39151	RICHARD PEST SOLUTIONS	4/22/2026	GENERAL	PMCHQ00002706	\$ 400.00
29175	39187	STRAIT REGIONAL CENTRE FOR EDU	4/22/2026	GENERAL	PMCHQ00002706	\$ 296,454.18
29176	41604	4333938 NS LTD	4/22/2026	GENERAL	PMCHQ00002706	\$ 1,114.81
29177	42530	OFFICE INTERIORS	4/22/2026	GENERAL	PMCHQ00002706	\$ 547.69
29178	45705	LONG POINT SERVICES SEPTIC DIV	4/22/2026	GENERAL	PMCHQ00002706	\$ 2,137.50
29179	46450	DAVID, SHELLEY	4/22/2026	GENERAL	PMCHQ00002706	\$ 51.24
29180	46778	ST. LOUIS PARISH	4/22/2026	GENERAL	PMCHQ00002706	\$ 50.00
29181	46825	RONA ARICHAT	4/22/2026	GENERAL	PMCHQ00002706	\$ 256.90

Total Cheques: 98

Total Amount of Cheques: \$ 655,802.38

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 4/1/2026 4/30/2026  
 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
1543	00825	BELL ALIANT	4/8/2026	ONLINE PAYMENTS	PMCHQ00002690	\$ 35.51
1544	01023	NOVA SCOTIA POWER INC.	4/8/2026	ONLINE PAYMENTS	PMCHQ00002690	\$ 42,433.04
1545	01090	RECEIVER GEN. FOR CANADA	4/8/2026	ONLINE PAYMENTS	PMCHQ00002690	\$ 35,151.02
1546	10010	TELUS HEALTH	4/8/2026	ONLINE PAYMENTS	PMCHQ00002694	\$ 28,507.46
1547	39100	DIRECTOR OF MAINTENANCE ENFORC	4/8/2026	ONLINE PAYMENTS	PMCHQ00002694	\$ 683.22
1548	01023	NOVA SCOTIA POWER INC.	4/16/2026	ONLINE PAYMENTS	PMCHQ00002696	\$ 27.02
1549	36914	ROGERS COMMUNICATIONS CANADA I	4/16/2026	ONLINE PAYMENTS	PMCHQ00002696	\$ 1,722.30
1550	00825	BELL ALIANT	4/16/2026	ONLINE PAYMENTS	PMCHQ00002699	\$ 30.23
1551	01090	RECEIVER GEN. FOR CANADA	4/16/2026	ONLINE PAYMENTS	PMCHQ00002699	\$ 60,983.98
1552	01457	BELL MOBILITY INC.	4/16/2026	ONLINE PAYMENTS	PMCHQ00002699	\$ 883.19
1553	10010	TELUS HEALTH	4/16/2026	ONLINE PAYMENTS	PMCHQ00002699	\$ 1,487.70
1554	34886	EASTLINK	4/16/2026	ONLINE PAYMENTS	PMCHQ00002699	\$ 869.82
1555	39100	DIRECTOR OF MAINTENANCE ENFORC	4/16/2026	ONLINE PAYMENTS	PMCHQ00002699	\$ 341.61
1556	39100	DIRECTOR OF MAINTENANCE ENFORC	4/21/2026	ONLINE PAYMENTS	PMCHQ00002702	\$ 341.61

Total Cheques: 14  
 Total Amount of Cheques: \$ 173,497.71  
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Ranges: From: To: From: To:  
Cheque Number First Last Cheque Date 4/1/2026 4/30/2026  
Vendor ID First Last Chequebook ID ONLINE UTILITY ONLINE UTILITY  
Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
392	01023	NOVA SCOTIA POWER INC.	4/8/2026	ONLINE UTILITY	PMCHQ00002693	\$ 2,305.46
393	34886	EASTLINK	4/21/2026	ONLINE UTILITY	PMCHQ00002703	\$ 161.82
Total Cheques: 2						Total Amount of Cheques: \$ 2,467.28

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 4/1/2026 4/30/2026  
 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
3490	15229	SUPERIOR PROPANE	4/8/2026	WATER	PMCHQ00002691	\$ 1,686.01
3491	26204	MCLENNAN SALES	4/8/2026	WATER	PMCHQ00002691	\$ 2,853.43
3492	28143	NOVA SCOTIA ENERGY AND REGULAT	4/8/2026	WATER	PMCHQ00002691	\$ 1,775.00
3493	46625	SCP DISTRIBUTORS CANADA INC.	4/8/2026	WATER	PMCHQ00002691	\$ 3,005.22
3494	46825	RONA ARICHAT	4/8/2026	WATER	PMCHQ00002691	\$ 64.42
3495	48617	MINISTER OF FINANCE	4/8/2026	WATER	PMCHQ00002691	\$ 1,056.22
3496	00426	DIGGDON'S FREIGHT SERVICE	4/16/2026	WATER	PMCHQ00002697	\$ 102.60
3497	03123	PETER COVIN'S CONTRACTING LTD.	4/16/2026	WATER	PMCHQ00002697	\$ 285.00
3498	03549	MBW COURIER INC.	4/16/2026	WATER	PMCHQ00002697	\$ 51.59
3499	15644	LYNK ELECTRIC LIMITED	4/16/2026	WATER	PMCHQ00002697	\$ 1,048.73
3500	25048	AGAT LABORATORIES LTD	4/16/2026	WATER	PMCHQ00002697	\$ 276.81
3501	36109	ACADIA BROADCASTING LTD	4/16/2026	WATER	PMCHQ00002697	\$ 338.58
3502	38773	ULINE CANADA CORPORATION	4/16/2026	WATER	PMCHQ00002697	\$ 787.46
3503	13915	DEMPSEY MICHAEL GERARD	4/16/2026	WATER	PMCHQ00002700	\$ 600.00
3504	19809	BUREAU VERITAS CANADA (2019) I	4/16/2026	WATER	PMCHQ00002700	\$ 742.14
3505	04863	CBCL LIMITED	4/21/2026	WATER	PMCHQ00002704	\$ 2,667.60
3506	06696	OMNITECH INC.	4/21/2026	WATER	PMCHQ00002704	\$ 1,140.00
3507	15644	LYNK ELECTRIC LIMITED	4/21/2026	WATER	PMCHQ00002704	\$ 239.40
3508	35147	ROCKDALE ELECTRIC LTD	4/21/2026	WATER	PMCHQ00002704	\$ 2,850.00

Total Cheques: 19

Total Amount of Cheques: \$ 21,570.21  
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# Action List 2022-2026

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Status	Item Type
118	<b>Committee Terms of Reference</b> /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Complete	By-Law/Policy
511	<b>Planning new areas to have two-lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate specific private road standards for the subdivision bylaw that takes into account serviced/unserved areas, number of lots, and the process for making roads public, based on best practices across the province.	03-25-2025	EDPC Staff	In Progress	PAC
522	<b>Receipt of donations policy development/</b> that Council accept the recommendation of the By-Law/Policy Committee and refer the policy for donations to staff for a report on the feasibility of moving forward with a draft policy.	4-22-2025	Director of Finance	In Progress	By-Law/Policy
537	<b>Pondville Beach Update/</b> that Council accept the recommendation of the Committee of the Whole and direct staff to explore the Municipality's options for a Letter of Authority between the Municipality and the Province for Pondville Beach and report their findings back to Council, upon completion of the work in the Pondville Beach Provincial Park Management Statement.	5-27-2025	Director of Community Development and Recreation	In Progress	Council
646	<b>Solid Waste Disposal Agreement with GFL/</b> that Council accept the staff recommendation and authorize staff to proceed with final negotiations and execution of the Solid Waste Disposal Services Agreement with GFL Environmental Inc.	11-25-2025	Director of Public Works	Complete	Council
647	<b>Fire protection rates for the St. Peter's – Samsonville and Area Water Utility/</b> that Council accept the recommendation of the Committee of the Whole and form a sub-committee consisting of Richmond County staff and Council, and that Village staff and Commissioners be invited to participate for the purpose of reviewing the full scope of the County/Village relationship, and to provide an update to Council prior to budget deliberations.	11-25-2025	Warden/CAO	In Progress	Council
651	<b>Exploring opportunities and costs associated with Volunteer Appreciation/Recognition/</b> direct staff, with advice from the Recreation Advisory Committee and checking in with volunteer organizations, to explore the opportunities and costs associated with volunteer appreciation/recognition, to be considered at budget deliberations.	11-25-2025	Director of Community Development and Recreation	Complete	Budget

654	<b>Accessory Buildings in Front</b> /that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Plan Richmond, Plan Isle Madame, Plan St. Peter's, and Plan West Richmond. <b>2nd Motion</b> :that Council direct EDPC staff to prepare amending pages to remove section 6.3(3)(c) from the Central Richmond Land Use By-law, and subsequently that staff report back on statements to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Central Richmond Plan.	11-25-2025	EDPC Staff	Complete	PAC
656	<b>Low Income Property Tax Exemption Program Policy</b> /adopt the Low Income Property Tax Exemption Program Policy as presented, with the following changes: <ul style="list-style-type: none"> <li>•Remove "(b)" in section 3.2</li> <li>•Remove "(b)" and replace the words " in a timely manner " with "within 2 to 3 weeks" in Section 3.3</li> <li>•Remove "(See section 6)" in Section 4.2</li> <li>•Add ", up to the limit approved annually by Council" after the word "property" in Section 5.5</li> <li>•Replace "August 15th" with "December 31st" in Section 5.6</li> <li>•Replace " balance" with "from previous years" in Section 6.1(d)</li> <li>•Remove section 8.4 and renumber</li> </ul>	11-25-2025	Municipal Clerk	Complete	By-Law/Policy
657	<b>Funding request for power and base lighting at the River Bourgeois Lighthouse</b> /that Council accept the recommendation of the By-law/Policy Committee and defer the discussion to budget deliberations to consider a \$400 annual contribution.	11-25-2025	Director of Finance	Complete	Budget
658	<b>First Reading Approval/roposed amendments to the Municipal Planning Strategy and the Land Use By-law for the Central Richmond, Isle Madame, and St. Peter's Plan Areas</b> /that Council give first reading approval for the proposed amendments to the Municipal Planning Strategy and the Land Use By-law for the Central Richmond, Isle Madame, and St. Peter's Plan Areas and schedule a public hearing.	11-25-2025	Municipal Clerk	Complete	Council
659	<b>Emergency Services Provider Fund</b> /that Council approve the Emergency Services Provider Fund application and FURTHER MOVE that the municipal contribution for this application be funded through the Fire Services and Emergency Measures Budget.	11-25-2025	Emergency Services Coordinator	Complete	Council
660	<b>IDEA/ECRL Citizen Appointment</b> /that Council appoint Elizabeth Campbell to the IDEA Committee and as Richmond County's representative to the Eastern Counties Regional Library Board.	12-16-2025	Municipal Clerk	Complete	Council
661	<b>New GL for Staff Recognition/Compassion/Appreciation-</b> that Council direct staff to transfer funds from general admin to a new GL for Staff Recognition and Compassion, the dollar amount to include costs associated with recognition for retirement, compassion, and staff appreciation, including items outlined in the Awards of Recognition Policy. And FURTHER move to refer future use of this new GL to budget deliberations so that it can be consistently separated for accountability purposes.	12-16-2025	Director of Finance	Complete	Budget
662	<b>Acceptable bid for properties scheduled for the February 6, 2026, tax sale/</b> that Council accept the recommendation of the Committee of the Whole and authorize staff to sell properties AAN 00176303, AAN 00367028, and AAN 01626272 at the February 6, 2026, tax sale for the minimum acceptable bid for each property, as discussed in camera.	12-16-2025	Director of Finance	Complete	Council

663	<b>Fire protection rate on property owners in Point Tupper</b> /that Council accept the recommendation of the Committee of the Whole and provide formal written notice to all Point Tupper property owners advising that, effective April 1, 2026, a fire protection rate of \$0.05 per \$100 of assessment will be applied to their properties, and direct staff to complete all required notification, administrative, and communication steps to implement the fire protection rate in accordance with the Municipal Government Act.	12-16-2025	Director of Finance	Complete	Council
664	<b>Firearm training</b> / that Council accept the recommendation of the Committee of the Whole and direct staff to explore costs associated with hosting the Firearms Safety Course locally for Council's consideration during budget deliberations.	12-16-2025	Director of Finance, Director of Community Development and Recreation	Complete	Budget
665	<b>Richmond Arena</b> / that Council accept the recommendation of the Committee of the Whole and proceed with all four recommendations outlined by staff in the briefing note, which include the \$15,000 in spending for updated drawings, carrying out the maintenance activities deemed appropriate to reduce the risk of failures, conducting a building condition audit, and proceeding with the floor replacement in the 2026-2027 budget.	12-16-2025	Director of Public Works/Director of Finance	Complete	Budget
669	<b>Consultant to conduct an audit across all VF departments in Richmond County</b> /that Council accept the recommendation of the Fire Protection Services Committee and include in budget deliberations funding from the Operating Budget be allocated to retain the professional services of a qualified consultant; AND THAT the consultant be engaged, in consultation with Fire Services Protection Committee, to conduct a comprehensive Fire Services Equipment Audit across all departments, including: 1. An assessment of equipment, apparatus, and stations currently in use; and 2. Identification of the equipment and resources required to bring all departments to a consistent, modern, and regulation-aligned standard. AND THAT the consultant be directed to prepare a final report and master plan summarizing findings and recommendations, to be presented at both the Fire Protection Services Committee and Council for consideration.	12-16-2025	CAO/Director of Finance/ESC/Warden	Complete	FPSC
670	<b>Boat launch on the ocean side of the canal in St. Peter's</b> /that Council accept the recommendation of the Fire Protection Services Committee and have Council draft another letter to the Minister in support of having a boat launch installed on the ocean side of the canal in St. Peter's.	12-16-2025	Warden	Complete	FPSC
671	<b>Fire Protection Services Committee Terms of Reference</b> /that Council accept the recommendation of the Fire Protection Services Committee and table the Fire Protection Services Committee Terms of Reference for new discussion when appropriate in 2026.	12-16-2025	Municipal Clerk	Complete	FPSC
672	<b>NSAPG Membership</b> /that Council accept the recommendation of the RCMP Advisory Board and defer the request for an annual membership in the NSAPG to budget deliberations and FURTHER MOVE that Councillor Brent Sampson be appointed as the Board's representative, effective upon confirmation of membership.	12-16-2025	Director of Finance	Complete	Budget

673	<b>Second Reading approval/</b> that Council give second reading approval for the amendments to the Central Richmond, Isle Madame, and St. Peters Plan Area Municipal Planning Strategies and Land Use By-Laws to update definitions related to dwelling types; to increase the number of multiple-unit dwellings permitted as-of-right, allowing the development of fourplexes and other small-scale multi-unit housing forms; and to remove, within the Central Richmond Land Use By-law, the requirement that accessory buildings be located no closer to the street than the main building.	12-16-2025	Municipal Clerk	Complete	Council
674	<b>Sewer Service Charge By-law #52 and Solid Waste By-law #17/</b> that Council refer the Sewer Service Charge By-Law #52 and the Solid Waste By-law #17 to the By-law/Policy Committee's working list for review and discussion.	12-16-2025	Municipal Clerk	Complete	By-Law/Policy
675	<b>Public Hearing, Re: Award of Basin Road Lands, Tender MOCR202514 /</b> that Council authorize the CAO to schedule a public hearing respecting the sale of lands over \$10,000.00 but less than appraised value, for the purpose of increasing the availability of affordable housing in the municipality.	12-16-2025	CAO	Complete	Council
676	<b>Navigate Energy Net Zero Community Buildings Project/</b> that Council accept the recommendation of the Committee of the Whole and direct staff to further explore the Net Zero Community Buildings Project, potentially issuing a call for expressions of interest to determine if any halls are interested, and other ways the Municipality can contribute.	01-27-2026	CAO	In Progress	Council
677	<b>Declining and deteriorating cell service/</b> that Council accept the recommendation of the Committee of the Whole and authorize the Warden and the CAO to reach out to neighbouring towns and municipalities to discuss the issue of declining and deteriorating cell service.	01-27-2026	CAO/Warden	Complete	Council
678	<b>By-law No. 56 – Tax Exemption By-law/</b> 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. <b>2nd Motion:</b> that Council accept the recommendation of the Committee of the Whole and direct staff to send a letter to current exempt organizations encouraging them to consider appealing their assessed values, if appropriate.	01-27-2026	Warden/ 2nd Motion: Director of Finance	Complete	Council
679	<b>Eastern District Planning Commission (EDPC) process and timelines for handling dangerous and unsightly complaints/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to review and update their policy on dangerous and unsightly complaint process timelines and response standards; and FURTHER MOVE that Council direct EDPC staff to report to Council twice annually, confirming whether or not any orders exist.	01-27-2026	EDPC	In Progress	PAC
680	<b>Coastal Protection Support Program/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and approve, in principle, joining other municipalities in applying for the Coastal Protection Support Program funding for an educational component; and FURTHER MOVE that Council direct EDPC staff to submit a standalone application on behalf of Richmond County if the other municipalities are unable to commit.	01-27-2026	EDPC	complete	PAC
681	<b>Central Richmond Plan Area – RG 2 Zone/</b> that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC to prepare a staff report reviewing lot sizes in rural areas under all of Richmond County's land use by-laws.	01-27-2026	EDPC	Complete	PAC

682	<b>Temporary Borrowing Resolution, Re: Richmond Area</b> /that Council approve the Temporary Borrowing Resolution in the amount of five million dollars (\$5,000,000) to enable staff to proceed with securing the required funding to advance the Richmond Arena floor upgrades.	01-27-2026	Director of Finance	Complete	Council
683	<b>Advocacy for a secondary permanent road to Saint Martha's Regional Hospital</b> /that Council ask the Warden to write a letter to Mayor Cameron, our member of parliament, our local MLA, and the provincial Minister of Public Works to advocate for the construction of a new secondary permanent road to the hospital.	01-27-2026	Warden	Complete	Council
684	<b>NSCC Municipal Leaders Partnership Table</b> / that Council approve the Warden and one member of Council to participate in the NSCC Municipal Leaders Partnership Table for one year; and FURTHER MOVE that Council review the participation after the first year and decide whether to continue.	01-27-2026	Warden	Complete	Council
685	<b>Proposed Sale of Municipal Property: MOCR202514</b> / 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. <b>2nd Motion:</b> that Council, based on the recommendation of the Evaluation Sub Committee, authorize the CAO to award MOCR202514 Tender to Brela Construction; and FURTHER MOVE that staff circulate the development agreement to Council before it is signed by the developer to ensure it reflects residents' concerns.	01-27-2026	CAO	Complete	Council
686	<b>IDEA Committee Appointment</b> - Recommendation from In Camera Session/ that Council approve the appointments of Trina Hall and Jessica Madden to the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee.	02-24-2026	Director of Community Development and Recreation	Complete	Council
687	<b>Community Benefit Agreement</b> - Recommendation from in Camera Session/that Council approve the Municipality of the County of Richmond entering into the Community Benefit Agreement for the Community Vibrancy Fund with Everwind Fuels as discussed in camera.	02-24-2026	CAO	In Progress	Council
688	<b>Three-Year Cost-Sharing Agreement for Subdivision Streets</b> / that Council accept the recommendation of the Committee of the Whole and authorize the Warden and the CAO to sign Cost Share Agreement No. 2026-018.	02-24-2026	CAO/Warden	Complete	Council
689	<b>Amyloidosis Month</b> / that Council accept the recommendation of the Committee of the Whole and approve the proclamation to proclaim March 2026 as Amyloidosis Awareness Month in Richmond County.	02-24-2026	Municipal Clerk	Complete	Council
690	<b>Letter from Nicholas MacInnis, Warden, Mun. Co. Antigonish to Hon. Tim. H.- NS Power Rate Application</b> /that Council accept the recommendation of the Committee of the Whole and authorize the Warden to write a letter of support.	02-24-2026	Warden	Complete	Council
691	<b>Subdivision and minimum lot size standards for unserviced lots</b> / that Council accept the recommendation of the Planning Advisory/Heritage Committee and have the Warden write a letter to the Nova Scotia Department of Environment and Climate Change, requesting a review of provincial minimum lot size standards and on-site septic disposal system regulations to allow smaller lots based on newer technology.	02-24-2026	Warden	Complete	Council
692	<b>MOCR Dangerous and Unsightly Premises By-law and Policy</b> /that Council accept the recommendation of the Planning Advisory/Heritage Committee and refer the Dangerous and Unsightly Premises By-Law, By-law No. 28, and the Dangerous and Unsightly Premises Policy to the By-law/Policy Committee	02-24-2026	Municipal Clerk	Complete	Council

693	<b>Chief Administrative Officer (CAO) Performance Review Policy</b> /that Council accept the recommendation of the By-law/Policy Committee and adopt the Chief Administrative Officer (CAO) Performance Review Policy as presented.	02-24-2026	Municipal Clerk	Complete	Council
694	<b>Advertising and Sponsorship Policy</b> /that Council accept the recommendation of the By-law/Policy Committee and adopt the Advertising and Sponsorship Policy as presented.	02-24-2026	Municipal Clerk	Complete	Council
695	<b>Travel and Expense Policy</b> /that Council accept the recommendation of the By-law/Policy Committee and adopt the Travel and Expense Policy as amended.	02-24-2026	Municipal Clerk	Complete	Council
696	<b>Strategic Communications Plan</b> /that Council accept the recommendation of the By-law/Policy Committee and adopt the Strategic Communications Plan as amended.	02-24-2026	Municipal Clerk	Complete	Council
697	<b>International Day for the Elimination of Racial Discrimination</b> /that Council accept the recommendation of the Inclusive, Diverse, Equitable, Accessible Advisory Committee and proclaim March 21, 2026, as the International Day for the Elimination of Racial Discrimination.	02-24-2026	Municipal Clerk	Complete	Council
698	<b>Recreation Instructor/Facilitator Liability Insurance Funding</b> /hat Council accept the recommendation of the Director of Community Development and Recreation and authorize the allocation of additional funding, within the existing 2025-2026 departmental budget, to further offset the cost of instructor and facilitator liability insurance, provided that the total amount of requests does not exceed the funds budgeted for the 2025-2026 fiscal year AND FURTHER MOVE that Council approve \$10,000 for the 2026-2027 fiscal year to offset instructor/facilitator liability insurance cost at a rate of \$250 per instructor with the option to allocate further funding at the end of the fiscal should the budget allow.	02-24-2026	Director of Finance/Director of Community Development and Recreation	Complete	Council
699	<b>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/</b> hat Council reallocate the \$20,000 in funding for the St. Peter's Hub project from the 2025-2026 budget to the 2026–2027 budget.	02-24-2026	Director of Finance	Complete	Council
700	<b>Destination Cape Breton Association Briefing Note, Re: Announced closure of the Port Hastings Visitor Information Centre</b> /that Council authorize the Warden to write a letter to the Provincial Government urging them to reverse their decision to close Visitor Information Centres at key ports of entry to the province, including the gateway to Cape Breton Island in Port Hastings, as well as Yarmouth, Amherst, and the Halifax Airport, citing information on economic multipliers, reputation and strategic risks as outlined in the briefing note from Destination Cape Breton Association, and FURTHER MOVE that Council collaborate with other municipalities in advocating for a reversal and exploration of potential alternative models for service delivery.	02-24-2026	Warden	Complete	Council
701	<b>Low Income Property Tax Exemption Program</b> /that Council set the household income threshold for the Low Income Property Tax Exemption Program at \$35,000 and maintain the exemption at up to \$200.	02-26-2026	Director of Finance	In Progress	Council
702	<b>2025-2026 Grants Policy/</b> that the 2025-2026 Grants Policy be referred to the By-Law/Policy Committee for review.	02-26-2026	Municipal Clerk	Complete	Council
703	<b>D'Escousse Civic Improvement Society grant request for the Tier 1 – Community Grant funding for \$500/</b> that Council accept the recommendation of the Committee of the Whole, and approve the D'Escousse Civic Improvement Society grant request for the Tier 1 – Community Grant funding for \$500, and be allocated as follows: \$250 from the District 1 Fund and \$250 from the District 2 Fund.	03-24-2026	Director of Finance	Complete	Grant

704	<b>Grand River Volunteer Fire Department grant request for the Tier 2 – Community Grant funding for \$7,500/</b> that Council accept the recommendation of the Committee of the Whole and defer the Grand River Volunteer Fire Department grant application until after the approval of the 2026-2027 budget.	03-24-2026	Council	Complete	Grant
705	<b>St. Peter’s Community Club, on behalf of the Nicolas Denys Museum, grant request for the Tier – 2 Community Grant funding for \$7,500/</b> that Council accept the recommendation of the Committee of the Whole and table the St. Peter’s Community Club, on behalf of the Nicolas Denys Museum, grant application to the next Regular Council meeting at the end of March, and be considered first. <b>2nd Motion:</b> that Council defer the grant request from the St. Peter’s Community Club, on behalf of the Nicolas Denys Museum, until immediately following the approval of the 2026-2027 budget.	03-24-2026	Council	Complete	Grant
706	<b>Request for the Municipality to raise the Epilepsy Awareness flag/</b> that Council accept the recommendation of the Committee of the Whole and raise an Epilepsy Awareness flag during Epilepsy Week.	03-24-2026	Director of Public Works	Complete	Council
707	<b>Flag Policy/</b> that Council accept the recommendation of the Committee of the Whole and refer the Flag Policy to the By-law/Policy Committee for the purpose of amending the policy to include the Epilepsy Awareness flag for Epilepsy Week in the list of approved flags.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
708	<b>Servicing for multiple dwelling units on a single lot/</b> that Council accept the recommendation of the Committee of the Whole and authorize staff to submit a request to the Nova Scotia Regulatory and Appeals Board (NSRAB) to amend the Richmond Water Utility’s Schedule of Rules and Regulations to allow an accessory dwelling unit (ADU) to be served from the same water service connection on any dwelling lot.	03-24-2026	Director of Public Works	In Progress	Council
709	<b>Capital Cost of Sewer Construction By-law No. 29/</b> that Council accept the recommendation of the Committee of the Whole and refer the Capital Cost of Sewer Construction By-law No. 29 to the By-law/Policy Committee for discussion.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
710	<b>New draft Dry Hydrant Policy/</b> that Council accept the recommendations of the Fire Protection Services Committee and refer the new draft Dry Hydrant Policy to the Bylaw/Policy Committee for review.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy
711	<b>Draft Request for Proposal (RFP) to retain a consultant to conduct an audit across all departments in Richmond County/</b> that Council accept the recommendation of the Fire Protection Services Committee and proceed with the RFP process to retain the professional services of a qualified consultant to conduct a comprehensive Fire Services Equipment Audit across all departments	03-24-2026	CAO/Warden/ESC	In Progress	FPSC
712	<b>Write-off of taxes for property destroyed by fire/</b> that Council write off the taxes for property AAN00449997 owned by Carol-Anne and Kenneth Couch, which was completely destroyed by fire, in the amount of \$350.99, which represents taxes on the dwelling only from December 8, 2025, to March 31, 2026.	03-24-2026	Revenue Manager	Complete	Council
713	<b>Rocky Bay Irish Club grant request for the Tier 2 – Community Grant funding for \$7,500/</b> that Council approve the Rocky Bay Irish Club grant request for the Tier 2-Community Grant funding in the amount of \$7,5000, to be allocated as follows: \$1,615 from the District 1 Fund, \$1,694 from the District 2 Fund, \$1,661.50 from the District 3 Fund, \$1,400 from the District 4 Fund, \$650 from the District 5 Fund, and \$479.50 from the Regional Fund.	03-24-2026	Director of Finance	Complete	Grant
714	<b>Province’s new Regional Emergency Management Organization (REMO) standards/</b> that Council refer the development of the REMO by-law and the associated terms of reference to the By-law/Policy Committee.	03-24-2026	Municipal Clerk	Complete	By-Law/Policy

715	<b>Cost Shared Paving Program</b> /that Council proceed with the Cost-Shared Program for the paving of Forgeron Road.	04-07-2026	CAO	Complete	Council
716	<b>Richmond County Truckers Association for the transportation of municipal solid waste and recycling</b> / that Council accept the recommendation of the Committee of the Whole, and authorize staff to proceed with execution of a new agreement with the Richmond County Truckers Association for transportation of municipal solid waste and recycling with a 12% increase to the base trucking rates, and further recommended that the base rates be adjusted annually on April 1 to reflect changes in CPI for the prior 12 months. The new base rates, effective April 1, 2026, would be \$411.60 and \$517.44 (at 0% TANS surcharge) for shipments to Guysborough and Edwardsville.	04-28-2026	Director of Public Works/Director of Finance	In Progress	Council
717	<b>Isle Madame New Horizon Seniors Club grant request for the Tier 1 – Community Grant Funds for \$1,000, submitted as the host organization for the Persons with Impaired Vision Group</b> / that Council accept the recommendation of the Committee of the Whole and defer the Isle Madame New Horizon Seniors Club grant application, submitted as the host organization for the Persons with Impaired Vision Group, until the 2026-2027 budget is approved.	04-28-2026	Director of Finance	Complete	Grant
718	<b>Richmond Rize Volleyball Association sponsorship request for \$1,000</b> /that Council accept the recommendation of the Committee of the Whole and defer the Richmond Rize Volleyball Association sponsorship request until after the approval of the 2026-2027 budget.	04-28-2026	Director of Finance	Complete	Grant
719	<b>Eastern District Planning Commission staff appointments</b> / that Council accept the recommendation of the Committee of the Whole and accept the Eastern District Planning Commission staff appointments as outlined in the letter to Council.	04-28-2026	Council	Complete	Council
720	<b>Amendments to the MOCR Marketing Levy By-law for short-term rental platforms</b> /that Council accept the recommendation of the Committee of the Whole and refer the Marketing Levy By-law to the By-law/Policy Committee.	04-28-2026	Council	In Progress	By-Law/Policy
721	<b>Lyme Disease Awareness Month</b> / that Council accept the recommendation of the Committee of the Whole and proclaim May as Lyme Disease Awareness Month.	04-28-2026	Council	In Progress	Council
722	<b>MOCR Credit Card Policy</b> / that Council accept the recommendation of the Audit Committee and refer the Credit Card Policy to the By-law/Policy Committee for review.	04-28-2026	Council	In Progress	By-Law/Policy
723	<b>Business days versus calendar days</b> / that Council accept the recommendation of the By-law/Policy Committee and revise the Publication of Council, Committee of Council, Committee Reports, and Meeting Packages on Municipal Website Policy as follows: •In sections 2.3 and 3.7, remove the word “business”.•In section 2.3, insert the word “either” before the word “Council” and remove the comma after “Council”.	04-28-2026	Council	In Progress	By-Law/Policy
724	<b>Solid waste management facility tipping fees</b> / that Council accept the recommendation of the By-law/Policy Committee and direct staff to provide a staff report by the end of January 2027, on alternative ways to structure the tipping fees.	04-28-2026	Director of Public Works	In Progress	Council
725	<b>Louisdale and District Volunteer Fire Department Boundary</b> / that Council accept the request of the Louisdale and District Volunteer Fire Department to assume full responsibility for Richmond County area currently serviced by the West Bay Road and District Volunteer Fire Department (which is MacIntyre Lake to Cleveland, down to Lower River and Evanston, north of the Strait Richmond Hospital), effective July 1, 2026.	04-28-2026	ESC/Director of Finance	In Progress	Council
726	<b>Grants Policy</b> /that Council accept the recommendation of the By-law/Policy Committee and adopt the 2026-2027 Grants Policy as presented, with the following change: •In section 5.4 (c), add the word “applicant” before the word “financial.”	04-28-2026	Council	In Progress	Council

727	<b>Dry Fire Hydrants Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and adopt the Dry Fire Hydrants Policy as presented, with the following changes: •In section 1.1, replace the last sentence to read, “This policy applies to dry fire hydrants installed after January 1, 2024.”•In section 2.4, replace the first sentence to read, “Any dry fire hydrants installed under this policy will be owned by the Municipality.” •In section 3.3 (a), add an “s” to the word hydrant.	04-28-2026	Council	In Progress	Council
728	<b>Road Name Change Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and repeal the Road Name Change Policy.	04-28-2026	Municipal Clerk	In Progress	By-Law/Policy
729	<b>Development of a new Road Name Change Policy/</b> that Council accept the recommendation of the By-law/Policy Committee and refer the development of a new Road Name Change Policy to the By-law/Policy Committee.	04-28-2026	Municipal Clerk	In Progress	By-Law/Policy
730	<b>Strait Area Chiefs, Mayors, and Wardens Committee meeting update,</b> Re: Signatory on letters/that Council authorize the Warden to be a signatory, on behalf of Council, on letters to federal and provincial representatives regarding <b>(a) the state of cellular service in the region and (b) the proposed NSCC sister residence and its potential to bolster housing stock in the region.</b>	04-28-2026	Council	In Progress	Council