



Regular Council Meeting

December 16, 2025

Location: Richmond Room & Council Chambers

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

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

1. Call to Order

Warden Lois Landry called the meeting to order at 5:36 p.m.

2. In Camera Session

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the meeting move to an “In Camera” session at 5:37 p.m.

Motion carried.

Councillor Shawn Samson arrived at 5:45 p.m.

a) Personnel

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the meeting revert to “Regular” session at 6:02 p.m.

Motion carried.

3. Recess for Public Hearing

4. Opening Acknowledgement

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

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

5. O'Canada

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

6. Roll Call of Councillors

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

7. Recommendation from In Camera Session

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council appoint Elizabeth Campbell to the IDEA Committee and as Richmond County's representative to the Eastern Counties Regional Library Board.

Motion carried.

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

Motion carried.

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

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

Motion carried.

9. Review of Minutes, Re:

a) November 25, 2025, Regular Council Meeting

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the minutes of the November 25, 2025, Regular Council be adopted.

Motion carried.

b) June 24, 2025, Public Hearing Minutes

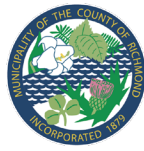
Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the minutes of the June 24, 2025, Public Hearing be adopted.

Motion carried.

c) April 22, 2025, Public Hearing Minutes

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that the minutes of the April 22, 2025, Public Hearing be adopted.

Motion carried.



10. Question Period:

There were no questions.

11. Committee Reports:

a) Committee of the Whole

- i. The Committee discussed establishing a minimum acceptable bid for properties scheduled for the February 6, 2026, tax sale.

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

Motion carried.

- ii. The Committee discussed the implementation of a fire protection rate on property owners in Point Tupper.

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

Motion carried with four (4) in favour and one (1) opposed. (No: Deputy Warden Amanda Mombourquette)

- iii. The Committee discussed firearm training.

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

Motion carried.

- iv. The Committee discussed the Richmond Arena staff report.

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

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the Committee of the Whole Report for the month of December 2025, be adopted.

Motion carried.

b) Audit Committee

- i. The Committee discussed the External Auditing Services Request for Proposals.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Audit Committee and award the contract for External Auditing Services to Doane Grant Thornton, being the successful proponent under the Request for Proposals (RFP) process.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Audit Committee Report for the month of December 2025 be adopted.

Motion carried.

c) By-law/Policy Committee

- i. The Committee discussed the Delegations and Petitions to Municipal Council Policy.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the

By-law/Policy Committee and adopt the Delegations and Petitions to Municipal Council Policy as amended.

Motion carried with four (4) in favour and one (1) opposed. (No: Councillor Brian Marchand)

ii. The Committee discussed the Hospitality Policy.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the By-law/Policy Committee and adopt the Hospitality Policy as amended.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the By-Law/Policy Committee Report for the month of December 2025 be adopted.

Motion carried.

d) Fire Protection Services Committee

i. The Committee discussed the use of a consultant to conduct an audit across all departments in Richmond County.

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

Motion carried.

- ii. The Committee discussed the boat launch on the ocean side of the canal in St. Peter's.

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

Motion carried.

- iii. The Committee discussed the Fire Protection Services Committee Terms of Reference.

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, 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.

Motion carried.

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that the Fire Protection Services Committee Report for the month of November 2025 be adopted.

Motion carried.

e) RCMP Advisory Board

- i. The RCMP Advisory Board discussed the membership request from Virginia Brooke, President of the Nova Scotia Association of Police Governance (NSAPG).

Moved by Councillor Shawn Samson, seconded by Councillor Brian Marchand, 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.

Motion carried.

Moved by Councillor Shawn Samson, seconded by Councillor Brent Sampson, that the RCMP Advisory Board Report for the month of December 2025 be adopted.

Motion carried.



12. Second Reading, Re:

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that Council give second reading approval for the amendments to the Central Richmond, Isle Madame, and St. Peter's 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.
Motion carried.

13. New Business, Re:

- a) Request to refer the Sewer Service Charge By-law #52 and Solid Waste By-law #17 to the By-law/Policy Committee for review

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, 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.

Motion carried.

- b) Award of Basin Road Lands, Tender MOCR202514

Councillor Brent Sampson declared a conflict of interest regarding the award of Basin Road Lands and left the meeting at 7:47 p.m.

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, 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.

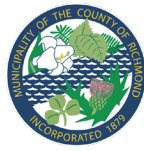
Motion carried.

Councillor Brent Sampson returned to the meeting at 7:52 p.m.

14. Correspondence

- a) Action Required:

i. n/a



- b) For Information Purposes
 - i. Letter from the Nova Scotia Federation of Municipalities, Re: Code of Conduct for Municipal Elected Officials
- 15. Review of Action Items
 - a) Action Items List
 - For information only.
- 16. Items Added to the Agenda
 - There were no items added to the agenda.
- 17. Holiday Message
 - For information purposes.
- 18. Question Period
 - Germain MacDonald approached Council.
- 19. Adjournment
 - There being no further business, the Chair adjourned the meeting at 7:59 p.m.

Chairperson

Municipal Clerk