



Regular Council Meeting

Tuesday, November 25, 2025

6:15 p.m., Items 1-2, Richmond Room
7:00 p.m., Items 3-16, Council Chambers

AGENDA

1. **Call to Order**
2. **In Camera Session**
 - a) Contract Negotiation
 - b) Personnel
3. **Opening Acknowledgement**
4. **O'Canada**
5. **Roll Call of Councillors**
6. **Recommendation(s) from In Camera Session**
7. **Items Added to the Agenda** (Approval of Agenda)
8. **Review of Minutes, Re:**
 - a) October 28, 2025, Regular Council Meeting
 - b) October 28, 2025, Public Hearing
9. **Question Period:**
 - Restricted to items on the Committee Reports
 - Phone: (902) 226-9885 (see question period details below)
10. **Committee Reports:**
 - a) **Committee of the Whole**
 - i. Increases in fire protection rates for the St. Peter's - Samsonville & Area Water Utility
 - ii. Grant request from the Friends of St. John's Arichat for the Tier 1 Community Grant Fund in the amount of \$800
 - iii. Allocation of surplus funds and transfers from the Municipality's Operating Reserve
 - iv. Write off of inactive accounts
 - v. Exploring opportunities and costs associated with Volunteer Appreciation/Recognition
 - vi. Raising the Village request for support
 - vii. Invitation for Property Valuation Services Corporation to present at a future meeting



- b) **Planning Advisory/Heritage Committee**
 - i. Accessory Buildings in Front
 - ii. 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
 - c) **By-law/Policy Committee**
 - i. Low Income Property Tax Exemption Program Policy amendments
 - ii. Funding request for power and base lighting at the River Bourgeois Lighthouse
- 11. First Reading, Re:**
- a) 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 to:
 - Allow a threshold for multiple-unit dwellings permitted as of right, enabling the development of fourplexes and other modest multi-unit housing forms.
 - Remove the restriction in the Central Richmond Land Use By-law that prevents accessory buildings from being located closer to a street on which the main building fronts than the main building is to that street.
- 12. Correspondence**
- a) Action Required
 - i. n/a
 - b) For Information Purposes
 - i. Letter from the Honourable John Lohr, Minister of Finance and Treasury Board, Re: Request for Consideration of a Credit Freeze Mechanism in Nova Scotia
 - ii. MOCR letter to Mr. Rahul Singh, Executive Director of GlobalMedic, Re: Appreciation for the Donation of Fire Skid Unit
 - iii. Letter from Paula Sibley-Fox, Executive Lead, Disaster Recovery Program, Nova Scotia Department of Emergency Management, Re: Update on Municipal Disaster Financial Assistance Claims
- 13. Review of Action Items**
- a) Action Items List
- 14. Items Added to the Agenda**
- 15. Question Period**
- Restricted to the remainder of the agenda following the Committee Reports
 - Phone: (902) 226-9885 (see question period details below)
- 16. Adjournment**



Question Period Details

Phone In: (902) 226-9885

Any member of the public may ask a question on any item listed in the agenda without giving notice. A maximum of ten (10) minutes is set aside for Question Period. Anyone wishing to ask a question, either in person or by phone, must identify who they are prior to asking the question.

Comments must be phrased in the form of a question. Council will hear the question and will answer if appropriate.

No person speaking during Question Period shall:

- Speak disrespectfully
- Use offensive words
- Disobey the rules of order or a decision of the Chair

Livestreaming

All Committee of the Whole and Regular Council Meetings will be live streamed on the Municipality of the County of Richmond YouTube Channel.

The link for the meetings can be found at [Municipality of the County of Richmond - YouTube](#)



Regular Council Meeting

October 28, 2025

Location: Richmond Room & Council Chambers
Regular Council Present: Warden Lois Landry, Deputy Warden Amanda Mombourquette, Councillor Brent Sampson (former Deputy Warden), Councillor Brian Marchand, Councillor Shawn Samson
Staff: Troy MacCulloch, Chief Administrative Officer (CAO), Shelley David, Municipal Clerk

1. Call to Order

Warden Lois Landry called the meeting to order at 6:00 p.m.
Councillor Shawn Samson sent his regrets for the in camera session.

2. In Camera Session

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the meeting move to an "In Camera" session at 6:00 p.m.
Motion carried.

a) Personnel

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that the meeting revert to "Regular" session at 6:17 p.m., and break for recess until 7:00 p.m.
Motion carried.

3. Recess

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 Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council appoint Randall Hussey and Dorothy Booher to the Source Water Protection Advisory Committee; Paula Jesty to the Audit Committee; Jason Jankuloski to the By-law/Policy Committee; Jessica MacDougall to the IDEA Committee; Doug Landry to the RCMP Advisory Board; Daphne Campbell, Natasha Mury, Julisa Stewart, Joe McNamara, Isaiah Bernard and Rodney Diggdon to the Recreation Advisory Committee; Liz Campbell, Steve MacNeil and Robert Wambolt to the Richmond Villa Board; Josie Robinson to the Eastern Counties Regional Library Board; FURHTERMOVE, appoint Councillor Brian Marchand as Councillor representative to the Source Water Protection Advisory Committee; and FURTHERMOVE, that staff re-advertise for the vacant positions on the Cape Breton Local Immigration Partnership and the IDEA Committee.
Motion carried.

8. Election of Deputy Warden

Warden Lois Landry called for nominations for the position of Deputy Warden. On the first call, Councillor Brent Sampson nominated Councillor Amanda Mombourquette, who accepted the nomination. On the second call, Councillor Brian Marchand nominated Councillor Brent Sampson, who declined the nomination. On the third and final call, there were no further nominations.

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the nominations cease.

Motion carried.

The Warden declared Councillor Amanda Mombourquette as Deputy Warden.

9. 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.

10. Review of Minutes, Re:

a) September 23, 2025



Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that the minutes of September 23, 2025, Regular Council be approved, as corrected.

Motion carried.

11. Question Period:

There were no questions.

12. Committee Reports:

a) Committee of the Whole

- i. The Committee discussed the Inverness Asylum Commemoration Project.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole and defer the \$9,000 funding request to budget deliberations.

Motion carried with four (4) in favour and one opposed. (Nay: Councillor Brian Marchand)

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole and authorize the signing of the joint project request for provincial support, and acknowledge the Municipality's role in the Inverness Asylum by passing a resolution, engaging the IDEA Committee in its preparation.

Motion carried with four (4) in favour and one opposed. (Nay: Councillor Brian Marchand)

- ii. The Committee discussed the Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole and rescind the motion made on June 24, 2025 (Action Item No. 590), which granted \$1,000 to the Framboise Community Centre.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole and approve the Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700 and be allocated as follows: \$350 from the District 5 Fund and \$350 from the Regional Fund.

Motion carried.

- iii. The Committee discussed the Low Income Property Tax Exemption Program.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and approve an extension to the application deadline for the 2025 Low Income Property Tax Exemption Program to December 31, 2025, and that qualified applicants who have paid their property taxes in full receive their exemption amount by rebate cheque.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the Committee of the Whole and refer the Low Income Property Tax Exemption Program to the By-law/Policy Committee to change the application deadline to December 31.

Motion carried.

- iv. The Committee discussed the letter from the Honourable John Lohr, Minister of Municipal Affairs, regarding the summary of amendments to the MGA.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, "Tax reductions due to natural disasters", to the By-law/Policy Committee for further discussion.

Motion carried.



Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, “Allowing tax sale payments to be made electronically”, to the By-law/Policy Committee for further discussion.

Motion carried.

- v. The Committee discussed the application to the Province for cost-shared paving for the 2026-27 fiscal year.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and add Touesnard Lane to the list.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and submit an application to the Province for cost-shared paving of the following J-class roads in order of priority: Kings Road, Rockdale; Touesnard Lane, River Bourgeois; Forgeron Road, West Arichat; Sampson Road, L’Ardoise; and Lobster Plant Road, Cape Auget.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council adopt the Committee of the Whole Report for the month of October 2025.

Motion carried.

b) Planning Advisory/Heritage Committee

- i. The committee discussed the review of permitting practices for standalone buildings.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to prepare a report on how to provide more consistency and less ambiguity for accessory buildings across the County.

Motion carried.



- ii. The Committee discussed the review of the CMHC Housing Catalogue.
Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to prepare a report outlining the process, scope, timeline, and resources required to overhaul and consolidate Richmond County's Land Use By-laws, with the goal of improving consistency, reducing ambiguity, and removing barriers to diverse and affordable housing development.
Motion carried.
Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to update the zoning areas for Evanston, Isle Madame, and St. Peter's to allow a minimum of 4 units as of right.
Motion carried.
Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that Council adopt the Planning Advisory/Heritage Committee report for the month of October 2025.
Motion carried.
- c) Municipal Emergency Management Advisory Committee
 - i. The Committee discussed the comfort centres/emergency shelter strategy.
Moved by Deputy Warden Amanda Mombouquette, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Municipal Emergency Management Advisory Committee and direct staff to investigate ways to improve and expand comfort centres and emergency shelters across the County in preparation for budget deliberations.
Motion carried.
Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brian Marchand, that Council adopt the Municipal Emergency Management Advisory Committee report for the month of October 2025.
Motion carried.
- d) By-law/Policy Committee
 - i. The Committee discussed the amendments to Appendix A: Committee Matrix of the Committees Policy.



Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that Council accept the recommendation of the By-law/Policy Committee and remove the St. Anne's Community & Nursing Care Centre and the Volunteer Fire Department from the Committee Matrix, and add the Richmond Water Utility Source Water Protection Advisory Committee.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council accept the recommendation of the By-law/Policy Committee and direct staff to review the St. Peter's, Sampsonville and Area Water Utility Board governing documents and report back to the committee.

Motion carried.

ii. The Committee discussed the amendments to the Grant Disclosure 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 Grant Disclosure Policy, with the following changes:

- Reword section 4.1(a): "The name of the recipient organization with the total granted amount, the type of grant as defined in the current funding framework."
- Remove section 4.1(b) and 4.1(c).
- Remove section 4.2.
- Reword section 5.1: "Disclosure of such grant funding shall be on our municipal website and as per the Strategic Communications Plan."
- Remove section 6.1(b).
- Replace CFO with Director of Finance in 6.3.

Motion carried.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council adopt the By-law/Policy Committee report for the month of October 2025.

Motion carried.



Councillor Brent Sampson declared a conflict of interest regarding By-law Number R-100 and removed himself from the meeting at 7:32 p.m.

13. Second Reading, Re:

- a) Repeal of By-law 64 - Dundee Hills Development Wastewater Management District By-Law

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that Council give second reading approval for By-law No.R-100: Repeal of By-law No.64 – Dundee Hills Development Wastewater Management District By-law.

Motion carried.

Councillor Brent Sampson returned to the meeting at 7:33 p.m.

14. Members of Council Items:

- a) Councillor Amanda Mombourquette, Re: Code of Conduct Changes

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that Council send a letter to Municipal Affairs Minister, John MacDonald, requesting that the Provincial Government act quickly in working with Municipalities to better define eligible and/or ineligible complaints, so that the ability of the public to submit complaints is re-instated, and to copy NSFM on that motion requesting that it become an advocacy priority for them.

Motion carried.

15. Correspondence

- a) Action Required:

- i. Letter from the Richmond County Literacy Network, Re: Dolly Parton Imagination Library

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that Council support the Dolly Parton Imagination Library Program in the amount of \$2,000, to be allocated from the Council Strategic Initiative Funding.

Motion carried.



- b) For Information Purposes
- i. Memo from the Property Valuation Services Corporation, Re: Property Assessment and the Municipal Modernization Act (Bill No. 141)
 - ii. MOCR letter to Isle Madame Fire Department, Re: Council's decision regarding Board representation
16. Review of Action Items
- a) Action Items List
- Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that Council rescind the motion made on June 24, 2024, action item no. 396), which requested municipal staff to invite a Canada Post representative to a future meeting with Council for discussion on rural mail service interruptions.
- Motion carried.
17. Items Added to the Agenda
- n/a
18. Question Period
- There were no questions.
19. Adjournment
- There being no further business, the Chair adjourned the meeting at 7:55 p.m.

Chairperson

Municipal Clerk



Public Hearing

October 28, 2025

Location: Council Chambers

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

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

Regrets: Councillor Shawn Samson

1. Call to Order

Warden Lois Landry called the meeting to order at 6:30 p.m.

2. Roll Call of Councillors

The CAO took the roll call of Councillors.

Deputy Warden Brent Sampson declared a conflict of interest regarding By-law No. R-100 and removed himself from the hearing.

3. Public Hearing re:

a) By-law No.R-100 - Repeal of By-law 64 - Dundee Hills Development
Wastewater Management District By-law

The purpose of this by-law is to repeal the Dundee Hills Development
Wastewater Management District By-law, By-law No. 64, as it is no longer
required.

i. Presentation from Staff

Troy MacCulloch, CAO, provided an overview of By-law No.R100 -
Repeal of By-law 64 - Dundee Hills Development Wastewater
Management District By-law.



ii. Receipt of Oral or Written Submissions

There were no written or oral submissions.

4. Adjournment

There being no further business, the chair adjourned the public hearing at 6:34 p.m.

Municipal Clerk

Chairperson

Committee of the Whole Report
November 2025

The Committee met on November 12, 2025.

The Committee discussed the Increases in fire protection rates for the St. Peter's - Samsonville & Area Water Utility.

To enable Council to enter into budget deliberations with a full picture of our current relationship with the Village of St. Peter's, and to help us build a path forward on a solid and informed foundation, and in keeping with our Strategic Plan goal on leading and engaging stakeholders to strengthen our relationship with other local governments, including the Village Commission, I move 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.

Grant request from the Friends of St. John's Arichat for the Tier 1 Community Grant Funds in the amount of \$800.

I move that Council accept the recommendation of the Committee of the Whole and approve the Friends of St. John's Arichat grant request for the Tier 1 Community Grant Funds in the amount of \$800.00 and be allocated as follows: \$400.00 from the District 1 Fund and \$400.00 from the District 2 Fund.

The Committee discussed the allocation of surplus funds and transfers from the Municipality's Operating Reserve.

I move that Council accept the recommendation of the Committee of the Whole and approve the transfer of \$909,500 from the Operating Reserve as follows:

- \$500,000 for landfill closure
- \$200,000 for strategic priorities of Council
- \$189,500 for the solar PV system, and
- \$20,000 for the ECRL Hub Project

The Committee discussed the Write off of inactive accounts.

I move that Council accept the recommendation of the Committee of the Whole and approve the Finance Department's request to write off the principal and interest associated with the attached inactive accounts in the total amount of \$33,137.34.

The Committee discussed volunteer recognition.

I move that Council accept the recommendation of the Committee of the Whole and 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.

The Committee discussed the Raising the Village's request for support for the Regional Well-Being Conference and the Richmond County Intergenerational Health Fair.

I move that Council accept the recommendation of the Committee of the Whole and support the March 26 Wagmatcook Regional Well-Being Conference at \$500.00 and the Richmond County Intergenerational Health Fair to be held in Richmond County in early 2026 at \$1,000.00 to be allocated from the Sponsorship Budget, contingent on both events taking place.

The Committee discussed the letter from PVSC regarding property assessment and the Municipal Modernization Act.

I move that Council accept the recommendation of the Committee of the Whole and direct staff to contact PVSC to invite them to do a presentation.

This concludes the Committee of the Whole Report for the month of November 2025, and I move its adoption.



Planning Advisory/Heritage Committee Report

November 2025

The Committee met on November 4, 2025.

The committee discussed accessory buildings in front.

I move 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.

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and 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.

The Committee discussed the amending pages for the Evanston, Isle Madame, and St. Peter's zoning areas to allow a minimum of 4 units as of right.

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and accept the amending page for the By-law to Amend the Central Richmond Plan Area Land Use By-law with the following changes: remove sections 2 and 4, and in section 5(a), change three (3) to five (5).

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and accept the amending page for the By-law to Amend the Central Richmond Plan Area Municipal Planning Strategy with the following changes: in sections 1(a), 2(a), and 3(a), change three (3) to four (4).

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and accept the amending page for the By-law to Amend the Isle Madame Plan Area Land Use By-law with the change from three (3) to five (5) in section (3)(a).



I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and accept the amending page for the By-law to Amend the Isle Madame Plan Area Municipal Planning Strategy with the following changes: change three (3) to five (5) in section (2)(a) and remove the extra word “dwellings” in section (3)(a).

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct EDPC staff to report back to the Committee regarding ways to address challenges presented in section 4 (2.2) (a) around central sewer and water systems.

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and accept the amending page for the By-law to Amend the St. Peter’s Plan Area Land Use By-law with the following changes: change three (3) to four (4) in sections 4(a) and 4(b).

I move that Council accept the recommendation of the Planning Advisory/Heritage Committee and accept the amending page for the By-law to Amend the St. Peter’s Plan Area Municipal Planning Strategy with the following changes: insert the words “maximum of four” after the word “Policy R-2:” in section 2 and remove section 2(a).

This concludes the monthly report of the Planning Advisory/Heritage Committee for the month of November 2025, and I move its adoption.



THE MUNICIPALITY
OF THE COUNTY OF
RICHMOND

LA MUNICIPALITÉ
DU COMTÉ DE
RICHMOND

The Municipality of the County of Richmond
2357 Highway 206
P.O. BOX 120
Arichat, Nova Scotia
B0E 1A0

MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW

AMENDMENTS FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND

APPLICABLE TO THE CENTRAL RICHMOND, ISLE MADAME, ST. PETERS PLAN

AREAS

These amendments to the Municipal Planning Strategies and Land Use By-laws for the Central Richmond, Isle Madame, and St. Peters Plan Areas align Richmond County's planning framework with contemporary housing needs identified through the Canada Mortgage and Housing Corporation Housing Design Catalogue review. The amendments address existing definitions and increase the threshold for multiple-unit dwellings permitted as-of right, facilitating the development of fourplexes and other modest multi-unit housing forms.

Appendix A: Amending Pages

BYLAW TO AMEND THE CENTRAL RICHMOND PLAN AREA LAND-USE BY-LAW

The Land-Use By-Law for the Central Richmond Plan Area is hereby amended by:

1. Part 7, Section 2, Bullet Point 2 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Section 2, Bullet Point 2:
 - a. “The following uses shall not be permitted uses except by Development Agreement in accordance with Policy A-5 of the Municipal Planning Strategy:
 - Tourist Cabins
 - Multiple Dwellings with ~~four~~ **five** or more units.”
2. The header in Part 7, Section 3 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold:
 - a. “Multiple Unit Dwellings (~~Three~~ **Four** or more Dwelling Units)”
3. Part 8, Section 2 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 8, Section 2:
 - a. “The following uses shall not be permitted uses except by development agreement in accordance with Policy A-5 of the Municipal Planning Strategy:
 - Tourist Cabins
 - Multiple Dwellings with ~~four~~ **five** or more units
 - Campgrounds and Mobile Home Parks
 - Medium-intensity industrial uses as listed on Appendix “D”.
4. The header in Part 8, Section 4 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold:
 - a. “Multiple Unit Dwellings (~~Three~~ **Four** or more Dwelling Units)”
5. Part 11 bullet point 22 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 11 bullet point 22:
 - a. “DWELLING, MULTIPLE UNIT means a dwelling which contains ~~3~~ **4** or more dwelling units.”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE CENTRAL RICHMOND PLAN AREA MUNICIPAL PLANNING STRATEGY

The Municipal Planning Strategy for the Central Richmond Plan Area is hereby amended by:

1. Chapter 2 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2:
 - a. “Any form of Residential use is permitted in the Village Residential (VR-1) zone, however, certain restrictions apply: Multiple Dwellings in excess of ~~three~~ **five** dwelling units and Tourist Cabin developments may also be approved but must enter into a Development Agreement with the Municipality.”

2. Chapter 2 Subsection A Policy 1.3 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.3:
 - a. “[...] subject to the following additional provisions: Multiple Dwellings in excess of ~~three~~ **five** dwelling units and Tourist Cabin developments shall be permitted by way of Development Agreement in accordance with the Land Use By-law and Policy A-5 of this Municipal Planning Strategy.”

3. Chapter 2 Subsection A Policy 1.5 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.5:
 - a. “[...] subject to the following additional provisions: Multiple Dwellings in excess of ~~three~~ **five** dwelling units, Tourist Cabins, Campgrounds, Mobile Home Parks and all Medium-intensity Industrial uses shall be permitted by way of Development Agreement only, in accordance with the Land Use By-law and Policy A-5 of this Municipal Planning Strategy.”

4. Chapter 2, Subsection A Policy 1.7 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.7:
 - a. “It shall be the policy of Council to establish within the Village General designation, parking standards for multiple unit dwellings of ~~four~~ **five** or more dwelling units that are higher than the standard for dwellings with ~~three~~ **four** or fewer dwelling units. This will permit additional parking spaces for visitor parking or in the event that a tenant has more than one automobile.”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ISLE MADAME PLAN AREA LAND-USE BY-LAW

The Land-Use By-Law for the Isle Madame Plan Area is hereby amended by:

1. Part 7, Section 1, Bullet Point 10 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Section 1, Bullet Point 10:
 - a. “[..] ~~Dwellings, townhouse or rowhouse~~ **Dwellings, multiple unit (both new and conversion) to a maximum of four (4) dwelling units**”
2. Part 7, Section 2 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Section 2:
 - a. “The requirements in the following table shall apply to semi-detached dwellings, ~~townhouses and rowhouses~~ **and multiple unit dwellings.**”
3. Part 21, Bullet Point 36 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 21 Bullet Point 36:
 - a. “DWELLING, MULTIPLE UNIT means a dwelling which contains ~~3~~ **4** or more dwelling units.”
4. Part 21, Bullet Point 39 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough:
 - a. ~~DWELLING, TOWNHOUSE OR ROW HOUSE means a building that is divided vertically into three or more dwelling units, each of which has independent entrances to a front and rear yard immediately abutting the front and rear walls of each dwelling unit.~~

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ISLE MADAME PLAN AREA MUNICIPAL PLANNING STRATEGY

The Municipal Planning Strategy for the Isle Madame Plan Area is hereby amended by:

1. Policy L-2.1.1 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Policy L-2.1.1:
 - a. “[...] residential dwelling units including single detached units and single detached units with an apartment unit; semi detached units; duplexes; ~~townhouses; rowhouses~~ **multiple unit dwellings** and; mobile homes;[..].”
2. Chapter 3, Subsection 2, Preamble of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.5:
 - a. “Multiple unit dwellings (dwellings with ~~three~~ **four** or more units) [...].”
3. Policy G-2.1 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Policy G-2.1:
 - a. “It shall be the policy of Council to limit the density of multiple unit dwellings **and** grouped dwellings ~~and rowhouse~~ dwellings anywhere these uses are permitted throughout the plan area.”
4. Policy G-2.2 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Policy G-2.2:
 - a. “It shall be the policy of Council to prohibit the development of multiple units **and** grouped dwellings ~~or rowhouse dwellings~~ unless they can be serviced by central sewer and water systems.”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ST. PETERS PLAN AREA LAND-USE BY-LAW

The Land-Use By-Law for the St. Peters Plan Area is hereby amended by:

1. Part 7, Section 1, Bullet Point 6 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Subsection 1, Bullet Point 6:
 - a. “[..] Dwellings, multiple unit (both new & conversion) to a maximum of ~~three (3)~~ **four (4)** dwelling units”
2. The header of the second table in Part 7, Section 2 of the Land Use By-law is hereby amended by removing the text shown in strikethrough and adding the text shown in bold:
 - a. “Multiple unit dwellings including up to ~~3~~ **4** dwelling units.”
3. Part 8 Section 1 of the Land-Use By-Law is hereby amended by adding the following text in bold to Part 8 subsection 1 after bullet point 9:
 - a. “**Multiple dwellings (both new and conversion) to a maximum of four (4) dwelling units.**”
4. Part 10, Section 1, Bullet Points 1 and 2 of the Land Use By-law are hereby amended by removing the text shown in strikethrough and adding the text shown in bold to Part 10, Section 1, Bullet Points 1 and 2:
 - a. Dwellings, converted which exceed ~~three~~ **five** units in total
 - b. Dwellings, multiple-unit which exceed ~~three~~ **five** units in total
5. Part 21, Bullet Point 28 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 21, Bullet Point 28:
 - a. “Dwelling multiple- unit means a dwelling which contains ~~3~~ **5** or more dwelling units”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ST. PETERS PLAN AREA MUNICIPAL PLANNING STRATEGY

The Municipal Planning Strategy for the St. Peters Plan Area is hereby amended by:

1. The Preamble under the “Residential” heading within the “Residential Development” section of Chapter 2, Land Use Patterns and Policies, of the Municipal Planning Strategy is hereby amended by removing the text shown in strikethrough and adding the text shown in bold:
 - a. [...] Included will be dwellings containing up to a maximum of ~~three~~**four** dwelling units, mini homes, home occupations, tourist or guest homes, public recreational uses such as playing fields and institutional uses such as schools, churches and cemeteries.
2. Chapter 2 Policy R-2 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter2, Policy R-2:
 - a. “[...] residential dwelling units including single detached units and single detached units with an apartment unit; semi detached units; duplexes; ~~townhouses; rowhouses~~ **multiple unit dwellings** and; mobile homes; [..].”
3. Chapter 2, Policy R-8 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2, Policy R-8:
 - a. “It shall be the policy of Council to establish in the Land Use By-law a “Residential Multiple Unit” (R-3) zone and to permit within this zone the following and similar types of uses: multiple-unit dwellings containing ~~four~~ **five** or more dwelling units, town houses and public recreational facilities. Within the R 3 zone, parking standards for multiple unit dwellings of ~~four~~ **five** or more dwelling units will be higher than the standard for dwellings with ~~three~~ **four** dwelling units or less. This will allow additional parking spaces for visitor parking or cases where a tenant has more than one automobile.”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

**MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW
AMENDMENTS FOR THE MUNICIPALITY OF THE COUNTY OF RICHMOND
APPLICABLE TO THE CENTRAL RICHMOND, ISLE MADAME, ST. PETERS PLAN
AREAS**

These amendments to the Municipal Planning Strategies and Land Use By-laws for the Central Richmond, Isle Madame, and St. Peters Plan Areas align Richmond County's planning framework with contemporary housing needs identified through the Canada Mortgage and Housing Corporation Housing Design Catalogue review. The amendments address existing definitions and increase the threshold for multiple-unit dwellings permitted as-of right, facilitating the development of fourplexes and other modest multi-unit housing forms.

Further the Central Richmond Land Use By-law is amended to remove the restriction on accessory buildings to be located closer to a street on which the main building fronts than the main building is to that street.

Appendix A: Amending Pages

BYLAW TO AMEND THE CENTRAL RICHMOND PLAN AREA LAND-USE BY-LAW

The Land-Use By-Law for the Central Richmond Plan Area is hereby amended by:

1. Part 6, Section 3, of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough:

“Accessory uses, buildings and structures shall be permitted in any zone within the Central Richmond Plan Area. Such uses, buildings or structures shall:

...

~~c) not be built closer to a street on which the main building fronts than the main building is to that street;.”~~

2. Part 7, Section 2, Bullet Point 2 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Section 2, Bullet Point 2:

“The following uses shall not be permitted uses except by Development Agreement in accordance with Policy A-5 of the Municipal Planning Strategy:

- Tourist Cabins
- Multiple Dwellings with ~~four~~ **five** or more units.”

3. Part 8, Section 2 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 8, Section 2:

“The following uses shall not be permitted uses except by development agreement in accordance with Policy A-5 of the Municipal Planning Strategy:

- Tourist Cabins
- Multiple Dwellings with ~~four~~ **five** or more units
- Campgrounds and Mobile Home Parks
- Medium-intensity industrial uses as listed on Appendix “D”.

4. Part 11 bullet point 22 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 11 bullet point 22:

“DWELLING, MULTIPLE UNIT means a dwelling which contains ~~3~~ **five** or more dwelling units.”



This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE CENTRAL RICHMOND PLAN AREA MUNICIPAL PLANNING STRATEGY

The Municipal Planning Strategy for the Central Richmond Plan Area is hereby amended by:

1. Chapter 2 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2:
“Any form of Residential use is permitted in the Village Residential (VR-1) zone, however, certain restrictions apply: Multiple Dwellings in excess of ~~three~~ **four** dwelling units and Tourist Cabin developments may also be approved but must enter into a Development Agreement with the Municipality.”
2. Chapter 2 Subsection A Policy 1.3 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.3:
“[...] subject to the following additional provisions: Multiple Dwellings in excess of ~~three~~ **four** dwelling units and Tourist Cabin developments shall be permitted by way of Development Agreement in accordance with the Land Use By-law and Policy A-5 of this Municipal Planning Strategy.”
3. Chapter 2 Subsection A Policy 1.5 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.5:
“[...] subject to the following additional provisions: Multiple Dwellings in excess of ~~three~~ **four** dwelling units, Tourist Cabins, Campgrounds, Mobile Home Parks and all Medium-intensity Industrial uses shall be permitted by way of Development Agreement only, in accordance with the Land Use By-law and Policy A-5 of this Municipal Planning Strategy.”
4. Chapter 2, Subsection A Policy 1.7 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.7:
“It shall be the policy of Council to establish within the Village General designation, parking standards for multiple unit dwellings of ~~four~~ **five** or more dwelling units that are higher than the standard for dwellings with ~~three~~ **four** or fewer dwelling units. This will permit additional parking spaces for visitor parking or in the event that a tenant has more than one automobile.”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ISLE MADAME PLAN AREA LAND-USE BY-LAW

The Land-Use By-Law for the Isle Madame Plan Area is hereby amended by:

1. Part 7, Section 1, Bullet Point 10 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Section 1, Bullet Point 10:

~~“[...] Dwellings, townhouse or rowhouse~~ **Dwellings, multiple unit (both new and conversion) to a maximum of four (4) dwelling units”**

2. Part 7, Section 2 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Section 2:

~~“The requirements in the following table shall apply to semi-detached dwellings, townhouses and rowhouses and multiple unit dwellings.”~~

3. Part 21, Bullet Point 36 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 21 Bullet Point 36:

~~“DWELLING, MULTIPLE UNIT means a dwelling which contains 3~~ **five (5)** or more dwelling units.”

4. Part 21, Bullet Point 39 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough:

~~DWELLING, TOWNHOUSE OR ROW HOUSE means a building that is divided vertically into three or more dwelling units, each of which has independent entrances to a front and rear yard immediately abutting the front and rear walls of each dwelling unit.~~

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ISLE MADAME PLAN AREA MUNICIPAL PLANNING STRATEGY

The Municipal Planning Strategy for the Isle Madame Plan Area is hereby amended by:

1. Policy L-2.1.1 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Policy L-2.1.1:

“[...] residential dwelling units including single detached units and single detached units with an apartment unit; semi detached units; duplexes; ~~townhouses;~~
~~rowhouses~~ **multiple unit dwellings** and; mobile homes;[..].”

2. Chapter 3, Subsection 2, Preamble of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2 subsection A, Policy 1.5:

“Multiple unit dwellings (dwellings with ~~three~~ **five** or more units) [...].”

3. Policy G-2.1 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Policy G-2.1:

“It shall be the policy of Council to limit the density of multiple unit dwellings **and** grouped dwellings ~~and rowhouse dwellings~~ anywhere these uses are permitted throughout the plan area.”

4. Policy G-2.2 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Policy G-2.2:

“It shall be the policy of Council to prohibit the development of multiple units **and** grouped dwellings ~~or rowhouse dwellings~~ unless they can be serviced by central sewer and water systems.”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ST. PETERS PLAN AREA LAND-USE BY-LAW

The Land-Use By-Law for the St. Peters Plan Area is hereby amended by:

1. Part 7, Section 1, Bullet Point 6 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 7, Subsection 1, Bullet Point 6:

“[...] Dwellings, multiple unit (both new & conversion) to a maximum of ~~three (3)~~ **four (4)** dwelling units”

2. The header of the second table in Part 7, Section 2 of the Land Use By-law is hereby amended by removing the text shown in strikethrough and adding the text shown in bold:

“Multiple unit dwellings including up to ~~3~~ **4** dwelling units.”

3. Part 8 Section 1 of the Land-Use By-Law is hereby amended by adding the following text in bold to Part 8 subsection 1 after bullet point 9:

“**Multiple dwellings (both new and conversion) to a maximum of four (4) dwelling units.**”

4. Part 10, Section 1, Bullet Points 1 and 2 of the Land Use By-law are hereby amended by removing the text shown in strikethrough and adding the text shown in bold to Part 10, Section 1, Bullet Points 1 and 2:

a. Dwellings, converted which exceed ~~three~~ **four** units in total

b. Dwellings, multiple-unit which exceed ~~three~~ **four** units in total

5. Part 21, Bullet Point 28 of the Land-Use By-Law is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Part 21, Bullet Point 28:

“Dwelling multiple-unit means a dwelling which contains ~~3~~ **five** or more dwelling units”

This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

BYLAW TO AMEND THE ST. PETERS PLAN AREA MUNICIPAL PLANNING STRATEGY

The Municipal Planning Strategy for the St. Peters Plan Area is hereby amended by:

1. The Preamble under the “Residential” heading within the “Residential Development” section of Chapter 2, Land Use Patterns and Policies, of the Municipal Planning Strategy is hereby amended by removing the text shown in strikethrough and adding the text shown in bold:

[...] Included will be dwellings containing up to a maximum of ~~three~~**four** dwelling units, mini homes, home occupations, tourist or guest homes, public recreational uses such as playing fields and institutional uses such as schools, churches and cemeteries.

2. Chapter 2 Policy R-2 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2, Policy R-2:

“[...]residential dwellings to a maximum of ~~three~~**four** dwelling units including mini homes, bed and breakfasts, institutional, recreational and [..].”

3. Chapter 2, Policy R-8 of the Municipal Planning Strategy is hereby amended by removing the following text shown in strikethrough and adding the following text in bold to Chapter 2, Policy R-8:

“It shall be the policy of Council to establish in the Land Use By-law a “Residential Multiple Unit” (R-3) zone and to permit within this zone the following and similar types of uses: multiple-unit dwellings containing ~~four~~**five** or more dwelling units, town houses and public recreational facilities. Within the R 3 zone, parking standards for multiple unit dwellings of ~~four~~**five** or more dwelling units will be higher than the standard for dwellings with ~~three~~**four** dwelling units or less. This will allow additional parking spaces for visitor parking or cases where a tenant has more than one automobile.”



This is to certify that the by-law of which this is a true copy, was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the _____ day of _____ 2025.

Given under the hand of the Municipal Clerk and under the corporate seal of the Municipality this _____ day of _____ 2025.

Troy MacCulloch,
Chief Administrative Officer

By-Law/Policy Committee Report

November 2025

The Committee met on November 12, 2025.

The Committee discussed the Low Income Property Tax Exemption Program Policy

I move that Council accept the recommendation of the By-law/Policy Committee and adopt the Low Income Property Tax Exemption Program Policy as presented, with the following changes:

- Remove “(b)” in section 3.2
- Remove “(b)” and replace the words “ in a timely manner “ with “within 2 to 3 weeks” in Section 3.3
- Remove “(See section 6)” in Section 4.2
- Add “, up to the limit approved annually by Council” after the word “property” in Section 5.5
- Replace “August 15th” with “December 31st” in Section 5.6
- Replace “ balance” with “from previous years” in Section 6.1(d)
- Remove section 8.4 and renumber

The Committee discussed the River Bourgeois Community Services Society's request for funding in the yearly budget for the power/base lights at the River Bourgeois Lighthouse

I move that Council accept the recommendation of the By-law/Policy Committee and defer the discussion to budget deliberations to consider a \$400 annual contribution.

This concludes the monthly report of the By-Law/Policy Committee for November 12, 2025, and I move its adoption.



Title: Low Income Property Tax Exemption Program Policy

Approved by Council	Date:
Policy Review Notification	Date:
Policy Review	Date:

I certify this to be a true copy of the **Low Income Property Tax Exemption Program Policy** as adopted by the Municipal Council of Richmond County at a Public Meeting held _____.

Shelley David
Municipal Clerk

1. Purpose

The purpose of the policy is to provide Council, municipal staff, and the public with a framework by which low-income household exemptions will be applied for, reviewed, and awarded.

2. Scope

This policy shall apply to all Municipal Staff involved in the processing of applications for the Low Income Property Tax Exemption Program. The exemption applies to residential property taxes only and does not include any other rates or charges.

3. Roles & Responsibilities

3.1 Municipal Council will be responsible to:

- a) review, amend, and adopt the Low Income Property Tax Exemption Program policy;
- b) annually set the income threshold and maximum exemption amount during budget deliberations;
- c) maintain the allocation of funds for the Low Income Property Tax Exemption Program through annual contributions in amounts to be determined by Council; and
- d) support the Chief Administrative Officer (CAO) and staff in policy implementation.



- 3.2 The CAO will be responsible to:
 - a) implement the Low Income Property Tax Exemption Program policy; and
 - b) provide oversight to ensure policy.
- 3.3 The Department of Finance will be responsible to:
 - a) provide the CAO and Council with program updates as necessary; and
 - b) process applications in a timely manner.

Policy

4. Policy Statement

- 4.1 Council will provide a general tax exemption amount in accordance with section 69 of the Municipal Government Act (MGA).
- 4.2 This exemption applies to taxpayers in the Municipality whose household taxable income does not exceed the limits set by Council (See section 6). Household taxable income is defined as the total taxable income of all individuals living in the home who are 18 years or older, excluding any allowances paid pursuant to the War Veterans Allowance Act (Canada) or a pension paid pursuant to the Pension Act (Canada) as per section 69 (1) of the MGA.
- 4.3 Taxable income is reported on Line 26000 of the Canada Revenue Agency (CRA) Notice of Assessment (received after annual income taxes have been filed).

5. Guidelines

- 5.1 Eligible low-income property owners can apply for a low-income tax exemption by completing the Low Income Property Tax Exemption Application form provided by the Municipality for the applicable year. This form is updated annually to reflect the exemption amount and income threshold set by Council and is made available on the Municipality's website or at the Municipal Office.
- 5.2 Along with the completed application form, applicants must submit proof of household taxable income. This proof can be provided in the form of either the CRA Notice of Assessment or the CRA Proof of Income



Statement. It's important to note that the names of CRA forms may change periodically. Additionally, proof of income must be provided for all individuals aged 18 or older residing in the home.

- 5.3 Information collected is utilized for the intended purpose and is safeguarded in accordance with the Freedom of Information and Protection of Privacy Act and the MGA.
- 5.4 Qualified applicants will receive a credit applied directly to their tax account up to the maximum exemption amount approved annually by Council.
- 5.5 Notwithstanding any other provision of this policy, no exemption shall exceed 50% of the taxes payable on any property.
- 5.6 The deadline for submissions is ~~August 15th~~ **December 31st** of the fiscal year for which the exemption is sought.
- 5.7 An application form must be completed and processed for each year, and applications will not be applied retroactively for prior years.

6. Eligibility Criteria

6.1 To be eligible, applicants must meet the following criteria:

- a) Be a permanent resident of the Municipality of the County of Richmond and hold legal title to the property.
- b) The property must serve as their primary residence.
- c) The property must be assessed in the applicant's name.
- d) The applicant's tax account should have no arrears balance.
- e) The household taxable income must not exceed the total household limit approved annually by Council.

7. Program Conditions

- 7.1 Properties indebted to the Municipality for outstanding liens as a result of a tax sale, proceedings, or remedies for dangerous and unsightly premises on the property are not eligible.
- 7.2 Properties that are a seasonal residence, vacation property, or income property are not eligible.



7.3 Residents who are eligible to receive a property tax rebate from other governing bodies will not be eligible for this exemption.

8. Application Process

- 8.1 Applicants will use the Low Income Property Tax Exemption Application form provided by the Municipality for the applicable year.
- 8.2 Completed applications along with proof of household income can be sent by mail, email, fax, or submitted in person at the Municipal Administration Building.
- 8.3 All applications received by the deadline will be reviewed, approved if conditions are met, and applied as tax credits to the applicable property tax account.
- 8.4 Applications will be approved prior to the issuance of the final tax bill.
- 8.5 Applications will be processed within 2-3 weeks.

This policy will be reviewed annually.

Date of review	Approved/Amended by Council
September 9, 2025	September 23, 2025 – Amended/Approved
June 10, 2024, June 18, 2024	June 24, 2024 - Approved



Title: Low Income Property Tax Exemption Program Policy

Approved by Council	Date:
Policy Review Notification	Date:
Policy Review	Date:
I certify this to be a true copy of the Low Income Property Tax Exemption Program Policy as adopted by the Municipal Council of Richmond County at a Public Meeting held _____.	
_____ Shelley David, Municipal Clerk	

1. Purpose

1.1 The purpose of the policy is to provide Council, municipal staff, and the public with a framework by which low-income household exemptions will be applied for, reviewed, and awarded.

2. Scope

2.1 This policy shall apply to all Municipal Staff involved in the processing of applications for the Low Income Property Tax Exemption Program. The exemption applies to residential property taxes only and does not include any other rates or charges.

3. Roles & Responsibilities

3.1 Municipal Council will be responsible to:

- a) review, amend, and adopt the Low Income Property Tax Exemption Program policy;
- b) annually set the income threshold and maximum exemption amount during budget deliberations;
- c) maintain the allocation of funds for the Low Income Property Tax Exemption Program through annual contributions in amounts to be determined by Council; and
- d) support the Chief Administrative Officer (CAO) and staff in policy implementation.



3.2 The CAO will be responsible to:

- a) Implement the Low Income Property Tax Exemption Program policy and provide oversight to ensure policy.

3.3 The Department of Finance will be responsible to:

- a) Provide the CAO and Council with program updates as necessary and process applications within 2 to 3 weeks.

Policy

4. Policy Statement

4.1 Council will provide a general tax exemption amount in accordance with section 69 of the Municipal Government Act (MGA).

4.2 This exemption applies to taxpayers in the Municipality whose household taxable income does not exceed the limits set by Council. Household taxable income is defined as the total taxable income of all individuals living in the home who are 18 years or older, excluding any allowances paid pursuant to the War Veterans Allowance Act (Canada) or a pension paid pursuant to the Pension Act (Canada) as per section 69 (1) of the MGA.

4.3 Taxable income is reported on Line 26000 of the Canada Revenue Agency (CRA) Notice of Assessment (received after annual income taxes have been filed).

5. Guidelines

5.1 Eligible low-income property owners can apply for a low-income tax exemption by completing the Low Income Property Tax Exemption Application form provided by the Municipality for the applicable year. This form is updated annually to reflect the exemption amount and income threshold set by Council and is made available on the Municipality's website or at the Municipal Office.

5.2 Along with the completed application form, applicants must submit proof of household taxable income. This proof can be provided in the form of either the CRA Notice of Assessment or the CRA Proof of Income Statement. It's important to note that the names of CRA forms may change periodically.



Additionally, proof of income must be provided for all individuals aged 18 or older residing in the home.

- 5.3 Information collected is utilized for the intended purpose and is safeguarded in accordance with the Freedom of Information and Protection of Privacy Act and the MGA.
- 5.4 Qualified applicants will receive a credit applied directly to their tax account up to the maximum exemption amount approved annually by Council.
- 5.5 Notwithstanding any other provision of this policy, no exemption shall exceed 50% of the taxes payable on any property, up to the limit approved annually by Council.
- 5.6 The deadline for submissions is December 31st of the fiscal year for which the exemption is sought.
- 5.7 An application form must be completed and processed for each year, and applications will not be applied retroactively for prior years.

6. Eligibility Criteria Property

- 6.1 To be eligible, applicants must meet the following criteria:
 - a) Be a permanent resident of the Municipality of the County of Richmond and hold legal title to the property.
 - b) The property must serve as their primary residence.
 - c) The property must be assessed in the applicant's name.
 - d) The applicant's tax account should have no arrears from previous years.
 - e) The household taxable income must not exceed the total household limit approved annually by Council.

7. Program Conditions

- 7.1 Properties indebted to the Municipality for outstanding liens as a result of a tax sale, proceedings, or remedies for dangerous and unsightly premises on the property are not eligible.
- 7.2 Properties that are a seasonal residence, vacation property, or income property are not eligible.
- 7.3 Residents who are eligible to receive a property tax rebate from other governing bodies will not be eligible for this exemption.



8. Application Process

- 8.1 Applicants will use the Low Income Property Tax Exemption Application form provided by the Municipality for the applicable year.
- 8.2 Completed applications along with proof of household income can be sent by mail, email, fax, or submitted in person at the Municipal Administration Building.
- 8.3 All applications received by the deadline will be reviewed, approved if conditions are met, and applied as tax credits to the applicable property tax account.
- 8.4 Applications will be processed within 2 to 3 weeks.

9. Review/Amendment Schedule

This policy will be reviewed annually.

Date of review	Approved/ Amended by Council
November 12, 2025 <ul style="list-style-type: none"> • Remove “(b)” in section 3.2 • Remove “(b)” and replace the words “ in a timely manner “ with “within 2 to 3 weeks” in Section 3.3 • Remove “(See section 6)” in Section 4.2 • Add “, up to the limit approved annually by Council” after the word “property” in Section 5.5 • Replace “August 15th” with “December 31st” in Section 5.6 • Replace “ balance” with “from previous years” in Section 6.1(d) • Remove section 8.4 and renumber 	
September 9, 2025 <ul style="list-style-type: none"> • Remove the household threshold and exemption amount – moving forward to be set annually by Council • Remove appendix A – application form will be updated on the municipal website, or a copy can be provided • Change policy name by inserting “Property” before “Tax” 	September 23, 2025 Amended/Approved
June 10, 2024, June 18, 2024	June 24, 2024 Approved



**Finance and Treasury Board
Office of the Minister**

PO Box 187, Halifax, Nova Scotia, Canada B3J 2N3 • Telephone 902-424-5720 • FinanceMinister@novascotia.ca

PNS#: PNS-56865-F9L7G8

November 10, 2025

Lois Landry
Warden of the Municipality of the County of Richmond
2357 Hwy 206
PO Box 120
Arichat, NS B0E 1A0
Email: lois.landry@richmondcounty.ca

Dear Lois Landry:

RE: Request for Consideration of a Credit Freeze Mechanism in Nova Scotia

Thank you for your correspondence dated June 30, 2025. I appreciate Richmond County Council's request for the Province to consider credit freezes as a mechanism to prevent financial fraud and identity theft.

As large-scale privacy breaches become increasingly common, our government has been taking action to support residents in protecting their personal information. On September 23, 2025, our government introduced the *Social Insurance Protection Act*, a schedule to the *Protecting Nova Scotians Act*. This legislation will place new restrictions on private companies collecting and retaining social insurance numbers.

Our government will consider the Council's recommendation as we build the 2026-27 Provincial Budget.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "John Lohr".

Honourable John Lohr
Minister of Finance and Treasury Board

Copy To: Honourable Jill Balsler, Minister of Service Nova Scotia



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

WARDEN

November 12, 2025

Rahul Singh, Executive Director
GlobalMedic
1500 Upper Middle Road West, Unit 3
Oakville, ON L6M 0C2

Subject: Appreciation for the Donation of Fire Skid Unit

Dear Mr. Singh and the GlobalMedic Team,

On behalf of the Municipality of the County of Richmond and the local Volunteer Fire Departments, I would like to extend our sincere gratitude for your generous donation of a fire skid unit to our community.

This contribution will significantly enhance the capabilities of our volunteer fire departments, particularly in responding to rural and remote area fires where water access is limited. The new equipment will allow our firefighters to respond more efficiently and safely, improving emergency services across the county.

Your organization's commitment to supporting first responders and strengthening community resilience is truly commendable.

Please accept our heartfelt thanks for this meaningful donation and for your dedication to helping communities be better prepared and protected. We look forward to sharing the positive impact your gift will have on Richmond County residents.

With gratitude,

Lois Landry, Warden
Municipality of the County of Richmond

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

November 19, 2025

VIA EMAIL

To: Mayors, CAOs and Wardens

RE: Update on Municipal Disaster Financial Assistance (DFA) Claims

I am writing to provide an update regarding next steps on Municipal Disaster Financial Assistance (DFA) claims as work is currently underway.

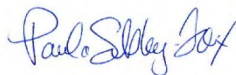
The Department of Emergency Management (DEM) has contracted Doane Grant Thornton to assist municipalities to complete both the compilation of claims, and their preparation for DEM review and submission to the federal government.

To begin this process, we are asking municipalities to send in a list of open disaster claims so we can cross reference the information we have on file and begin work on these claims. I would ask this information to be forwarded to DFA@novascotia.ca by **December 4, 2025**.

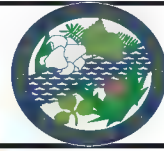
In the coming days, you can expect to be contacted for meetings and to discuss next steps on claims. There may be a requirement for representatives of Doane Grant Thornton to visit your offices and work with your staff to review and gather documentation that will assist the province in moving your claim forward.

Working together, we will gather the information needed to be able to submit municipal claims to the federal government for payment. My staff in the Disaster Recovery Program will remain in contact and please don't hesitate to reach out in the interim to discuss questions you may have.

Regards,



Paula Sibley-Fox
Executive Lead
Disaster Recovery Program



ACTION LIST 2022-2025

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status	Item Type
118	Committee Terms of Reference /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Immediate	In Progress	By-Law/Policy
400	Climate Emergency Planning / that Council refer to staff to commence a review and further update our climate action plan with the assistance of EDPC staff, through the lens of coastal protection and emergency management planning and FURTHER MOVE to have staff work with a Provincial Funding Navigator to investigate any funding opportunities that could be applied for such as the Green Municipal Fund (FCM) and the Community Capacity Grant (Province).	06-24-2024	CAO	Immediate	In Progress	Council
447	Deer Population / to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.	12-16-2024	CAO	Immediate	In Progress	Council
453	Exploration of a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park / that Council authorize staff and Council team to work with the Province and Invest NS on how a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park could work. Update: 4-22-2025 that Council write a letter regarding joint management, and a follow-up letter insisting on the inclusion of Point Tupper Heavy Industrial Park lands in an Atlantic Canadian port assessment that are owned by the province of Nova Scotia and Invest Nova Scotia.	12-16-2024	CAO/Warden	Immediate	In Progress	Council
483	Construction and Demolition Debris Landfill Expansion / that Council accept the recommendation of the Committee of the Whole and authorize staff to proceed with the expansion of the Construction and Demolition Debris Landfill, with construction subject to budget approval. & that Council accept the recommendation of the Committee of the Whole and proceed with the engineering work and studies on or after April 1, 2025, at an estimated cost of \$275,000 (exclusive of HST), with the funding to be allocated from CCBF funds.	03-25-2025	Director of Public Works	Immediate	In Progress	Council
501	Lot size restrictions and technology for on-site sewage for unserved areas / that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate lot size restrictions and technology for on-site sewage to allow more flexibility in the creation of lots in unserved areas for the purposes of advocacy and to spur housing development.	03-25-2025	EDPC Staff	Immediate	In Progress	PAC
504	Climate Risk Assessment and Prioritized Adaptation Plan Project / that Council pursue Option One (1) in the staff memo, to approve and upload onto the FCM website a signed letter confirming our in-kind contributions to the project as outlined in the package, Council resolution letter, and to attend online education sessions and update information as required.	03-25-2025	ESC	Immediate	In Progress	Council
505	Letter from Rose Merrick, Chair of the River Bourgeois Community Services Society, regarding a request for MOCR to provide funding in the yearly budget for the power/base lights at the River Bourgeois Lighthouse / that Council refer this issue to staff for further investigation - 09-23-2025 that Council refer the discussion to the By-law/Policy Committee. Moved to the By-Law/Policy Working List - Discussions	03-25-2025	Director of Public Works	Immediate	Complete	Council

511	Planning new areas to have two-lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate specific private road standards for the subdivision bylaw that takes into account serviced/unserved areas, number of lots, and the process for making roads public, based on best practices across the province.	03-25-2025	EDPC Staff	Immediate	In Progress	PAC
522	Receipt of donations policy development/ that Council accept the recommendation of the By-Law/Policy Committee and refer the policy for donations to staff for a report on the feasibility of moving forward with a draft policy.	4-22-2025	Director of Finance	Immediate	In Progress	By-Law/Policy
545	Service Connections for accessory dwellings on lots that are able to be subdivided / that Council direct staff to explore possible revisions to current utility regulations around the hookup of secondary units on the same property, including lots that can be subdivided and those that can not.	5-27-2025	CAO/Director of Public Works	Immediate	In Progress	Council
571	Collection services and post-collection services with Circular Materials/ that Richmond Municipal Council authorize staff to finalize agreements for the collection services and post-collection services with Circular Materials based on the Opt-In Service model under Extended Producer Responsibility Regulations and further that the Council authorizes the Chief Administrative Officer to execute the contracts with Circular Materials once finalized.	06-24-2025	CAO/Director of Public Works	Once finalized	In Progress	Council
575	Tax Exemption By-law (By-law 56)/ that Council accept the recommendation of the Committee of the Whole and refer By-law 56 to staff for investigation into the current status of the organizations listed, look at best practises, and potentially some incentives to help with the appeal or review of assessments.	06-24-2025	Director of Finance	Immediate	In Progress	By-Law/Policy
596	Sponsorship procedure / that Council refer the sponsorship procedure back to staff for review, further on to By-Law/Policy for discussion.	06-24-2025	CAO	Immediate	Complete	By-Law/Policy
597	Acadiaville Community Centre Society – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500 / that Council approve the Acadiaville Community Centre Society grant application for the Tier 2 Community Grant Fund in the amount of \$7,500, to be allocated from as follows: \$500 from the District 1 Funds, \$1,000 from the District 2 Funds, and \$6,000 from the Regional Fund.	07-22-2025	Director of Finance	Immediate	Complete	Grant
598	L'Ardoise Jolly Club – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$6,726 / that Council approve the L'Ardoise Jolly Club grant application for the Tier 2 Community Grant Fund in the amount of \$1,000, to be allocated from the District 5 Funds.	07-22-2025	Director of Finance	Immediate	Complete	Grant
599	Grand River Presbyterian Church – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500 / that Council approve the Grand River Presbyterian Church grant application for the Tier 2 Community Grant Fund in the amount of \$7,000, to be allocated as follows: \$3,000 from the District 5 Funds, and \$4,000 from the Regional Fund.	07-22-2025	Director of Finance	Immediate	Complete	Grant
600	Village on the Canal Association – Re: Grant application for the Tier 3 Waterfront Development Grant Funds in the amount of \$20,000 / that Council approve the Village on the Canal Association grant application for the Tier 3 Waterfront Development Grant Fund in the amount of \$20,000, to be allocated from the Canada Community Building Fund (CCBF), subject to assessment by staff as to the project's eligibility.	07-22-2025	Director of Finance	Immediate	Complete	Grant
601	St. Peter's Pirate Association – Sponsorship Request / that Council approve the St. Peter's Pirate Association sponsorship request in the amount of \$500, to be allocated from the Sponsorship budget.	07-22-2025	Director of Finance	Immediate	Complete	Sponsorship
602	Request for a letter/affidavit from Cam Samson, Dundee Hills Vacation Village / that Council authorize the Warden to write a letter of support for Phases 1 to 3 of the Bareland Condominium as a grandfathered campground use, and further, to provide a letter of support in principle for an expansion to the condominium, Phases 4 to 7, subject to amendments to the bylaws.	07-22-2025	Warden	Immediate	Complete	Council
603	ABCC Citizen Appointments/ that Council appoint Katie Cave to the Bras d'Or Lake Biosphere Regional Board and Adam Frederick Pottie to the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee.	09-23-2025	Municipal Clerk	Immediate	Complete	Council
604	Taxi License/ that Council accept the recommendation of the Committee of the Whole and approve the taxi license and taxi driver's license application for Willie's Taxi as discussed in camera.	09-23-2025	Municipal Clerk	Immediate	Complete	Council

605	Recreation Nova Scotia Conference Sponsorship/ that Council accept the recommendation of the Committee of the Whole and accept the staff recommendation to sponsor the Recreation Nova Scotia Conference at the Silver Sponsor level of \$1,000.00, and be allocated from the Sponsorship Budget.	09-23-2025	Director of Finance	Immediate	Complete	Sponsorship
606	Admin Opps Report - Richmond Arena updates / that Council accept the recommendation of the Committee of the Whole and direct staff to investigate all possible funding opportunities for the repairs to the Richmond Arena.	09-23-2025	CAO	Immediate	Complete	Council
607	Global Media and Information Literacy Week Proclamation/ that Council accept the recommendation of the Committee of the Whole and proclaim October 24-31, 2025, as Global Media and Information Literacy Week.	09-23-2025	Municipal Clerk	Immediate	Complete	Council
608	CDÉNE, regarding the Celebration Isle Madame/ that Council accept the recommendation of the Committee of the Whole and authorize the Warden to provide a letter of support regarding the Celebration Isle Madame, following a conversation with CDÉNE to explore any opportunities to expand or include other Acadian communities in the broader Richmond County area.	09-23-2025	Warden	Immediate	Complete	Council
609	Hands-Free Cell Phone Policy/ that Council accept the recommendation of the By-law/Policy Committee and repeal the Hands-Free Cell Phone Policy.	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
610	Dundee Hills Development Wastewater Management District By-law, By-law #64/ that Council accept the recommendation of the By-law/Policy Committee and proceed with the repeal process of the Dundee Hills Development Wastewater Management District By-law, By-law #64. First Reading Approval: 09/23/2025	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
611	Updated appendices of the Comfort Centres Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the following updated appendices to the Comfort Centre Policy: Appendix B: List of MOCR Comfort Centres and Appendix B1: Comfort Centres Map.	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
612	Low Income Exemption Program Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the amendments to the Low Income Tax Exemption Program Policy as presented, with the addition of a revision to the policy title by inserting the word "Property" before the word "Tax".	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
613	Low Income Property Tax Exemption Program/ that Council accept the recommendation of the By-law/Policy Committee and set the household income threshold at \$30,000 and the property tax exemption amount at \$200 for the Low Income Property Tax Exemption	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
614	Municipal Fees Policy/ that Council accept the recommendation of the By-law/Policy Committee and adopt the Municipal Fees Policy as presented.	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
615	By-law/Policy Working List: Policy and Discussion Sections/ that Council accept the recommendation of the By-law/Policy Committee and remove Item 21 (Heritage By-law) and Item 22 (Heritage Property Designation Policy) from the Working List. - that Council accept the recommendation of the By-law/Policy Committee and remove Item 5 (Roaming Farm Animals) and Item 6 (Animal By-law) from the Working List.	09-23-2025	Municipal Clerk	Immediate	Complete	By-Law/Policy
616	PAC Review of Action Items/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to implement a standing agenda item titled "Review of Action Items"	09-23-2025	Municipal Clerk	Immediate	Complete	PAC
617	Nova Scotia Department of Agriculture's municipal survey/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct the Director of EDPC to participate in the Municipal Survey on Agriculture in Planning.	09-23-2025	Municipal Clerk	Immediate	Complete	PAC
618	Evacuation plan for the Richmond Arena for snow loads/ that Council accept the recommendation of the Recreation Advisory Committee and that staff be directed to prepare a communication and evacuation plan to address the potential to have to close the arena to the public if the snow load on the roof of the Richmond Arena reaches 24 pounds per square foot (psf).	09-23-2025	CAO	Immediate	Complete	REC
619	Appointment of Auditors/ that Council accept the recommendation of the Audit Committee and send out a request for proposal (RFP) for auditors. Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the main motion be amended to add the words " for the term of five (5) years" after the word auditors.	09-23-2025	Director of Finance	Immediate	Complete	Audit
620	Year Ending March 31, 2025 Financial Statements/ that Council accept the recommendation of the Audit Committee and approve the draft financial statements of the Municipality for the year ended March 31, 2025, as presented, with the non-substantive changes as discussed.	09-23-2025	Director of Finance	Immediate	Complete	Audit

621	Dry Hydrant Policy and Priority List/ that Council accept the recommendation of the Fire Protection Services Committee and direct staff to investigate a Dry Hydrant installation in Cleveland (County Line Road/Riverside Road and Hwy 4 – Southeast side of bridge).	09-23-2025	CAO	Immediate	In Progress	FPSC
622	GRID funding application/ that Council support an application to the Province's GRID program for the Louisdale Water Distribution System Renewal Project at a total cost of \$500,000, with 50% proposed to be funded by the Utility Depreciation Fund and 50% through the GRID program.	09-23-2025	Director of Public Works	Immediate	Complete	Council
623	ABCC Appointments/ that Council appoint Randall Hussey and Dorothy Booher to the Source Water Protection Advisory Committee; Paula Jesty to the Audit Committee; Jason Jankuloski to the By-law/Policy Committee; Jessica MacDougall to the IDEA Committee; Doug Landry to the RCMP Advisory Board; Daphne Campbell, Natasha Mury, Julisa Stewart, Joe McNamara, Isaiah Bernard and Rodney Diggdon to the Recreation Advisory Committee; Liz Campbell, Steve MacNeil and Robert Wambolt to the Richmond Villa Board; Josie Robinson to the Eastern Counties Regional Library Board; FURHTERMOVE, appoint Councillor Brian Marchand as Councillor representative to the Source Water Protection Advisory Committee; and FURTHERMOVE, that staff re-advertise for the vacant positions on the Cape Breton Local Immigration Partnership and the IDEA Committee.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
623	Richmond Water Utility Source Water Protection Advisory Committee/ that Council approve the re-establishment of the Source Water Protection Advisory Committee, the draft terms of reference, and the advertising for two members of the public to join the committee.	09-23-2025	Municipal Clerk	Immediate	Complete	Council
624	Committees Policy/ that Council refer the Committees Policy to the next By-law/Policy Committee meeting.	09-23-2025	Municipal Clerk	Immediate	Complete	Council
624	Inverness Asylum Commemoration Project/ that Council accept the recommendation of the Committee of the Whole and defer the \$9,000 funding request to budget deliberations.	10-28-2025	Director of Finance	Immediate	In Progress	Budget
625	National Seniors Day proclamation/ that Council approve the National Seniors Day proclamation request.	09-23-2025	Municipal Clerk	Immediate	Complete	Council
625	Inverness Asylum Commemoration Project/ that Council accept the recommendation of the Committee of the Whole and authorize the signing of the joint project request for provincial support, and acknowledge the Municipality's role in the Inverness Asylum by passing a resolution, engaging the IDEA Committee in its preparation.	10-28-2025	Director of Community Development and Recreation	Immediate	In Progress	IDEA
626	Recind Motion/ that Council accept the recommendation of the Committee of the Whole and rescind the motion made on June 24, 2025 (Action Item No. 590), which granted \$1,000 to the Framboise Community Centre.	10-28-2025	Director of Finance	Immediate	Complete	Council
627	Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700/ that Council accept the recommendation of the Committee of the Whole and approve the Framboise Community Centre grant request for the Tier 1 Community Grant Fund in the amount of \$700 and be allocated as follows: \$350 from the District 5 Fund and \$350 from the Regional Fund.	10-28-2025	Director of Finance	Immediate	In Progress	Grant
628	Low Income Property Tax Exemption Program/ that Council accept the recommendation of the Committee of the Whole and approve an extension to the application deadline for the 2025 Low Income Property Tax Exemption Program to December 31, 2025, and that qualified applicants who have paid their property taxes in full receive their exemption amount by rebate cheque.	10-28-2025	Director of Finance	Immediate	Complete	Council
629	Low Income Property Tax Exemption Program Policy/ that Council accept the recommendation of the Committee of the Whole and refer the Low Income Property Tax Exemption Program to the By-law/Policy Committee to change the application deadline to December 31.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
630	MGA Amendments/ that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, " Tax reductions due to natural disasters ", to the By-law/Policy Committee for further discussion.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
631	MGA Amendments/ that Council accept the recommendation of the Committee of the Whole and refer the MGA amendment, " Allowing tax sale payments to be made electronically ", to the By-law/Policy Committee for further discussion.	10-28-2025	Municipal Clerk	Immediate	Complete	Council
632	Cost Shared J-Class Roads/ that Council accept the recommendation of the Committee of the Whole and add Touesnard Lane to the list.	10-28-2025	Director of Public Works	Immediate	Complete	Council

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