

**Town of Mulgrave
Meeting Minutes
February 17, 2026**

Present: Mayor Chisholm, Deputy Mayor Tate, Councillor Maas Latimer, Councillor Russell, Councillor Michel, CAO Gray.

1. Call to Order

Meeting called to order at 6:30 pm by Mayor Chisholm.

2. Approval of Agenda / Addition of Agenda Items

Moved by Councillor Russell, seconded by Councillor Maas Latimer, that the Agenda be approved with the following additions:

- I. Strategic Planning
- II. Snow Removal
- III. In-Camera: Contract Negotiations

Motion Carried

3. Minutes – December 1, 2025

No errors or omissions

Minutes accepted as presented

4. Business Arising From Minutes

Concern that June 16th meeting minutes are not updated to reflect resident / Mayor interaction accurately; CAO will confirm change in wording was agreed upon.

5. Presentations – None

6. New Business / Carry Forward Business

a. Line of Credit

CAO Gray advised that we will need to close the line of credit with East Coast Credit Union, as we have switched our main Financial Institution to Canadian Imperial Bank of Commerce (CIBC)

BE IT RESOLVED, The Corporation of the Town of Mulgrave will cease the authorization to borrow certain monies from East Coast Credit Union to meet current expenditures, effective February 17, 2026.

Moved by Councillor Russell, Seconded by Deputy Mayor Tate

Motion Carried

b. Transition Fund

Currently, we have \$117,500 in the transition fund. This was allocated by the province to allow for the administrative move to the Municipality of the District of Guysborough. These funds were set aside with no restrictions for future use. After 10 years, the Town would like to utilize the funds.

BE IT RESOLVED, Mayor and Council of the Town of Mulgrave approve the transfer of \$117,500 from the transition fund to the operating reserve fund.

Moved by Councillor Russell, seconded by Deputy Mayor Tate

Motion Carried

BE IT RESOLVED, Mayor and Council of the Town of Mulgrave approve the transfer of \$117,500 from the operating reserve fund to the operating revenue fund.

Moved by Councillor Russell, Seconded by Councillor Tate

Motion Carried

c. Financial Statements for the 9 months ended December 31, 2025

CAO Gray provided a summary of the financial results to December 31, 2025. The overall projection shows a deficit of \$38,424. The variance between the revenue and expenditures shows some substantial swings; however, the net revenue variance shows \$5,000 favorable, and the net expenditure variance shows \$11,500 favourable. Due to extraordinary expenses (litigation), there is a \$55,000 negative impact, which results in the \$38,424 projected deficit. Councillor Maas Latimer and Councillor Michel inquired about several specific line items regarding MVFD training, equipment, consulting services, and sewer line repairs. CAO Gray advised that these inquiries will be taken back to the accountant to confirm. Councillor Maas Latimer also asked about the solicitor account and funds paid to McInnis Cooper for the cyberbullying. CAO Gray advised that this was related to the code of conduct investigation.

d. Letter of Support for St. Martha's Regional Hospital

Mayor Chisholm received an email from Antigonish Mayor Sean Cameron requesting support from Mulgrave Council for a new roadway to access the Hospital.

BE IT RESOLVED, that Mayor and Council of the Town of Mulgrave approve a letter of support for an additional roadway to access St. Martha's Regional Hospital

Moved by Councillor Michel, seconded by Deputy Mayor Tate

Motion Carried

e. Route 344

Mayor Chisholm received information on Feb 17th from Minister Morrow regarding the paving of Route 344 from Morrison's Lake to Venus Cove. He was advised that the Town of Mulgrave can complete a specific application form to request this paving. Once the application is received by Mayor Chisholm, this will be revisited.

f. Amendment to Deed Transfer Tax By-Law: First Reading

The authority for Deed Transfer Tax is now with the Province of Nova Scotia, not within the municipalities. Our Deed Transfer Tax By-Law references the Towns Act, which is now replaced by the MGA. Our by-law states a deed transfer tax amount of 0.5%, and under the recommendation of the Accountant and CAO, we will remove the previous by-law and replace it with the new document stating a new tax amount of 1.5%.

BE IT RESOLVED, Mayor and Council for the Town of Mulgrave approve the first reading of the Amendment of the Deed Transfer Tax By-Law, which increases the rate of the deed transfer tax within the Town of Mulgrave to 1.5 % of the value of the property transferred as well as other changes regarding governing bodies changes.

Moved by Councillor Russell, seconded by Councillor Maas Latimer

Motion Carried

g. Amendment to Sewer Charges By-Law: Second Reading

This is the Second Reading of the amendment to the Sewage Charges By-Law:

"9. (1) The Municipality shall apply the sewer service charge at the rate of fifty percent (50%) to the standard assessment of the portion of AAN 03379043 assessed as "Commercial Exempt" (being the wharf portion of PID 35046309), commencing on April 1, 2025.

(2) Where the wharf portion ceases to be owned by Strait of Canso Superport Corp Ltd, the 50% application of the sewer service charge referred to in subsection 1 shall cease, and the owner of this property shall immediately be liable for the full amount as under this By-Law for the portion of the year then unexpired.”

**BE IT RESOLVED, Mayor and Council for the Town of Mulgrave approve Second Reading of an Amendment to Sewer Charges By-Law as presented.
Moved by Councillor Maas Latimer, seconded by Councillor Russell**

Motion Carried

h. Source Water Protection Advisory Committee (SWPAC)

The meeting was held on Jan 21st, and we did not have a quorum but had good discussions. Councillor Michel advised that they would like to initiate a ‘Plan B’ in the event water levels drop severely low or if we encounter a drought, no water would be sent to Port Hawkesbury Paper. Councillor Michel discussed a document she drafted for CAO Gray, outlining the risks within our watershed and what actions can be taken to mitigate these risks. Mayor Chisholm reminded members of the gallery and residents that we are looking for committee members. Councillor Michel asked if all members of council would sit on the SWPAC as non-voting members; all were in agreement.

i. Sound System for Council Chambers

Members of the Gallery advised at times it was hard to hear. CAO Gray discussed the option of purchasing 4 wireless mics, which include a power supply and all required cables for approximately \$200. We would need 2 sets and can use our own speaker to confirm functionality; one can be purchased at a later date if required. No motion is needed, direction will be given to complete this purchase.

j. Council Action Items

Councillor Maas Latimer questioned about the Waste Water Treatment Plant, and what had been spent to date. CAO Gray will confirm the amounts, but estimated \$400,000 – \$500,000. The tender went out for the Main St. Lift Station, as this is expected to be a \$1M job. CAO Gray advised that we were going to talk to the Province to see if funds could be used to fix specific lift stations rather than the entire plant, as currently, we have a few lift stations not functioning correctly. Councillor Michel asked about the Municipal Capital Growth Project for McNair’s Cove. CAO Gray advised that the tonnage was submitted to Martin Marietta, and the tender for the Breakwater was published today. Update on Donkin St Bridge: We received an invoice for a survey which was completed. We are waiting for the estimate on construction costs, which we should have by March 2nd meeting. Regarding the Solid Waste and Recycling By-Law, there was a question to be put forth to the MODG CAO to clarify the number of bags. CAO Gray to review and confirm.

k. Meeting Cancellation

Due to not being able to hold meetings over the last few months, Councillor Maas Latimer would like the Meetings & Proceedings Policy updated to add a clause to ensure cancelled meetings are postponed to the following day when possible, or following Monday if required.

BE IT RESOLVED, that the Meetings & Proceedings Policy be amended to include a clause that states ‘If a Regular Council Meeting is cancelled, the meeting will be held on the following day, at the same hour and location. If meetings are unable to be held

on the following day, they will be held on the following Monday, at the same hour and location.'

Moved by Councillor Michel, seconded by Councillor Maas Latimer

Motion Carried

7. Reports

a. Council Committee Reports

i. Police Advisory

Last meeting was in December. Our stats are very similar to previous stats. Reporting Stats will be reverting back to the previous way of reporting, where last year quarterly reports will be provided with the current stats for a comparison.

ii. Library

Meeting on Feb 5th, lots of renovations on the building. Mayor Chisholm advised the ECRL was given a grant in the past to provide personal care products, but they were denied this grant for this year. The Library and Mayor are urging residents to contact the MLA to push for this grant.

iii. Recreation / Culture

Meeting held in January to discuss Winter Carnival.

iv. Guysborough County Home Support Agency (GCHSA)

Councillor Michel outlined what the agency does. They provide home services to authorized clients in the place they call home. Services include personal care, meal preparation, respite, light housekeeping, personal laundry and home support exercise programs. 10 Clients within the Town of Mulgrave. Contact number is 902-533-3655, Denise Halloran. Costs depend on individual incomes.

v. Eastern Region Solid Waste Management (ERSWM)

Meeting on January 29th; they have a new regional educator who is doing well. The Waste Wizard is updated, tires are now banned from landfills, but any tire retailer will take them back. Educators will be at the Farmer's Market in Antigonish on Feb 21st.

vi. Tourism Guysborough County

AGM was held. No specific updates

vii. Source Water Protection Committee (SWPC)

Next meeting date TBD.

viii. Inclusion, Diversity, Equity, Accessibility (IDEA) Advisory Committee

N/A

ix. Transit Association of Guysborough (TAG)

Meeting was held in January. Business as usual

x. Scotia Days Committee

Next meeting March 24, 2026 at 6:30 pm.

xi. Market-by-the-Sea Committee

Meeting held in January. Currently planning for 3 markets in 2026.

xii. Community First

N/A

b. Staff Reports

i) Recreation and Physical Activity

Councillor Russell highlighted some events happening for Winter Carnival.

Concluding Christmas Season activities around Town;

Applied to the Canada Summer Jobs Grant for Market-by-the-Sea, Town summer staff and Scotia Days

Councillor Maas Latimer asked about the grant to provide sunscreen and sun shades, and was wondering if we could apply for the community funding related to MODG & and the Wind Farms. Mayor Chisholm advised we did not qualify for these funds.

ii) Public Works

Sold the Dodge 3500 & Ford F150 via tender. Councillor Maas Latimer asked for confirmation on the sale price.

Paving completed on Terry Fox Lane & Tower Rd.

iii) Water and Wastewater

2025 Asset Review is completed.

Ongoing discussions regarding the plant and costs

8. Approved Additions to the Agenda

i. Strategic Planning

Councillor Michel asked for this to be scheduled. Mayor Chisholm to contact Ross MacDonald and Nick Barr to look into scheduling this.

ii. Snow Removal

Councillor Maas Latimer reported she was contacted by residents about the Town Plowing out Town employees, also asking about The Town taking plow contracts from private contractors. Mayor Chisholm advised the Town did not plow out employees, this was a misunderstanding between residents. The Town did not take any contracts from private contractors, they have always plowed the Royal Canadian Legion and the Library. The Library is billed for the time spent to complete this. Also mentioned the hydrants, and snow removal around these. Many hydrants were still snow covered, Councillor Russell would like a discussion in the future to discuss the process of moving to an 'adopt a hydrant' system, where residents could take care of specific hydrants near their properties.

9. Date of Next Meeting: March 2, 2026

Before moving to the Gallery Section, Councillor Tate read a statement regarding online allegations against her character and her family, she asked the Town Residents to support her in regards to these allegations.

10. Gallery

Question regarding the switch from ECCU to CIBC; CAO Gray advised that this was for all accounts, and this was put out on a Request for Proposal for any Financial Institution to submit.

Resident asked for clarification on the application for Route 344. Mayor Chisholm advised we would be applying to the Province, based on the application to be issued by the Province.

Resident mentioned that when reviewing financial statements, it is hard for the gallery to understand the overall position, as they do not get to see the same documents as Council.

Resident advised that MVFD would be completing more training in the future. We currently have 3 Level 1 Fire Fighters who can enter a building; advised regarding community funding with Everwind, a letter should be submitted to request funds.

Resident also asked about the Donkin St Bridge, and who determined the 20-ton weight restriction. Mayor Chisholm advised that the engineers directed the Town to put the 20-ton weight restriction, as this is standard for a one-lane bridge; resident voiced that the homeowners on this street do not want a single-lane bridge as a replacement; they would like the 2-lane bridge to be replaced.

Resident asked for an update on Tower Rd property, Councillor Tate advised we have not received any updates from the Building Inspector.

Resident mentioned house lots on Loggie St. The previous Council was going to put these for sale, and they received letters from residents asking to wait. Will these be put for sale again? Mayor Chisholm advised at this time, they were not being posted to sell.

Resident asked about the Recreation Director position, looking for updates on extra hours and pay to have a current staff member cover the position. CAO Gray advised that it was a personnel issue which is on the agenda for discussion in camera.

Resident asked if anything was posted for sale as of now, and Mayor Chisholm advised nothing was listed.

Resident wanted to know about the in-camera item regarding 'the lease or sale of land' being discussed. CAO Gray & Mayor Chisholm both advised that was being discussed in camera and once a decision is made on whether the property is sold, it would become a public discussion at that time.

A former resident gave advice on the purchase of the new sound system for Chambers. Advised to test the current system with the online camera mic to make sure it did not give feedback.

11. In-Camera

Moved by Councillor Russell, seconded by Deputy Mayor Tate to move in camera at 8:37 pm.


Motion Carried

Moved by Councillor Russell, seconded by Councillor Maas Latimer to move out of in camera at 9:53 pm.


Motion Carried

12. Adjournment


There being no further business it was moved by Councillor Russell to adjourn at 9:53 pm.



Mayor



Deputy CAO



Date



Date