

**Town of Mulgrave
Meeting Minutes
September 8, 2026**

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

1. Call to Order:

Meeting called to order at 6:35 p.m. 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:

- a. Update on Public Works Superintendent and Recreation Coordinator
- b. Water Discoloration
- c. Strategic Planning
- d. In Camera – Personnel Matters – MGA 22 (2) (c)

Motion Carried

- 3. Minutes – June 15, 2026 Public Hearing
 June 15, 2026 Regular Meeting
 July 14, 2026 Special Meeting**

Minutes Accepted

Minutes Accepted

Changes required to wording for Deputy Mayor & Councillor

Minutes accepted with changes

4. Business Arising:

Councillor Maas Latimer expressed concern regarding the changes requested to the Council decision to remove the reference to audit committee notes and strategic planning in the Consolidated Financial Statements. After consulting MNP, CAO Gray advised Council that it was recommended to remove the audit committee notes but not remove strategic planning. Councillor Maas Latimer reiterated her concern about the CAO requesting changes to the motion after it was carried, advising that email voting for motions of Council is not acceptable. Mayor Chisholm advised he would reach out to the new Municipal Advisor for Mulgrave to confirm and clarify questions regarding email voting and the change requests. Councillor Maas Latimer asked about a previous request for information; CAO Gray advised this would be deferred to In-Camera. Councillor Maas Latimer also mentioned the gallery request from the June 15th meeting regarding the Town requesting approval from the NS Regulatory & Appeal Board to repay the principal of long-term debt of Water Utility out of depreciation funds; was this request completed? CAO Gray advised it was not completed to date, but will be completed before the deadline of fiscal year-end.

5. Presentations – N/A

6. New Business / Carry Forward Business:

- a. Regional Emergency Management Organization (REMO) Executive Committee:
CAO Gray advised the motion carried during the July 14th, 2026 Special Meeting noted that there would be alternate committee members, which is not allowed.

The previous motion would need to be rescinded and a new motion put on the floor.

The following motion passed by Mayor and Council of the Town of Mulgrave at its Regular Council Meeting held on July 14, 2026 be rescinded:

BE IT RESOLVED THAT:

Mayor and Council of the Town of Mulgrave select Mayor Chisholm and Councillor Russell to serve on the Regional Emergency Management (REMO) Executive Committee as voting members for the duration of their term in office. In the event Mayor Chisholm or Councillor Russell cannot attend a Committee meeting, Councillor Maas Latimer will be the alternate Committee member for the Town.

Moved by Deputy Mayor Tate, seconded by Councillor Michel

Motion Carried

BE IT RESOLVED that

Mayor and Council of the Town of Mulgrave select Mayor Chisholm and Councillor Russell to serve on the Regional Emergency Management (REMO) Executive Committee as voting members for the duration of their term in office.

Moved by Deputy Mayor Tate, seconded by Councillor Russell

Motion Carried

b. Fall 2026 Debenture Submissions:

CAO Gray reviewed a Temporary Borrowing Resolution to borrow up to \$900,000.00 to put towards the Wastewater Treatment Plant & Lift Station Replacement (\$200,000), Waterfront Marina Development (\$450,000) and Donkin Street Bridge (\$250,000). Councillor Maas Latimer asked if this was to cover the capital projects by borrowing these funds. CAO Gray clarified that this is a temporary borrowing until the Municipal Debentures are approved; after approval, the temporary borrowing would be paid off, and we would continue with the debentures.

BE IT RESOLVED that

Mayor and Council of the Town of Mulgrave approve the temporary borrowing resolution in the amount of \$900,000 as presented.

Moved by Councillor Russell, seconded by Councillor Maas Latimer

Motion Carried

c. Financial Statements for the 4-months ended July 31, 2026

CAO Gray outlined that there is a surplus of \$335,242; however, we are awaiting charges for RCMP (\$60,000) and insurance (\$96,000). The adjusted surplus is \$179,242 for the 4 months ended July 31, 2026, which is similar to previous years. CAO Gray advised that if Council had any specific questions, he would bring them back to the accountant to have answers provided to all of Council. Councillor Maas Latimer questioned a few grant items, specifically the Physical Activity Grant. CAO Gray advised that the grant line item is for the funds received from the Province towards the MPAL position. Councillor Maas Latimer asked

about the Waste Diversion Credit from previous years. This will be confirmed during the ERSWM meeting.

d. Request for Change in Funding Sources: 2026-2027 Capital Budget

CAO Gray reviewed a memo from Jim Davis, requesting a change in the Capital Budget funding source of \$50,000 for the McNair's Cove Marina project to \$0 from the BCSF-CS and to fund it through the Operating Reserve. The change of funding source will leave approximately \$63,000 available for future years under the BCSF-CS fund.

BE IT RESOLVED that

Mayor and Council of the Town of Mulgrave approve a change in the 2026-2027 Capital Budget Funding Source as presented.

Moved by Deputy Mayor Tate, seconded by Councillor Russell

Motion Carried

e. NSFM Conference

NSFM Conference is being held at the Westin Hotel in Halifax, November 3 – 6, 2026. CAO Gray asked which Council members are interested in attending. Councillor Maas Latimer, Mayor Chisholm and Councillor Michel expressed interest in attending. Councillor Michel withdrew her initial interest and said she wanted both Mayor Chisholm and Councillor Maas Latimer to go; Deputy Mayor Tate agrees. Due to costs, Council can only send one representative.

BE IT RESOLVED that

Mayor and Council of the Town of Mulgrave nominate Councillor Maas Latimer to attend the Nova Scotia Federation of Municipalities 2026 Fall Conference from Nov 3rd to 6th, 2026 in Halifax.

Moved by Deputy Mayor Tate, seconded by Councillor Michel

Motion Carried

f. Council Action Items

CAO Gray gave a brief update on any outstanding items. Councillor Maas Latimer asked about the Lift Station Project, advising that something was added to the project, and she would like to know more information. CAO Gray to confirm. Councillor Michel asked about the Armour stone donation for the McNair's Cove Project, was this still available? Mayor Chisholm advised that it would be available when required. Asked about engineering costs for the Donkin Street Bridge. CAO Gray advised Darryl Myette from Strait Engineering will be contacting Public Works to have a site visit and provide a quote. The end date of this project is not able to be determined until after the site visit.

7. Reports

a. Council Committee Reports

i. Policy Advisory – Meeting this month

Councillor Michel was looking for info on Safe Communities, nothing to report

ii. Library – Meeting in October

iii. Recreation / Culture – Meeting TBD

- iv. Guysborough County Home Support Agency (GCHSA) – AGM was August 27th, followed by the regular meeting. Next meeting is Sept 24th, 2026
- v. Eastern Region Solid Waste Management (ERSWM) – Next meeting is Sept 24th, reminder to residents bulk collection is October 29th. If the items fit in a regular garbage bag, they are not considered bulk collection.
- vi. Tourism Guysborough County – Postponed until Sept 25th
- vii. Source Water Protection Advisory Committee (SWPAC) – Councillor Michel received confirmation of 2 new members, meeting to be scheduled
- viii. Inclusion, Diversity, Equity, Accessibility (IDEA) Committee – Looking for members
- ix. Transit Association of Guysborough – Next meeting Sept 24th, Mulgrave Medical Centre has been promoting the use of TAG to residents
- x. Scotia Days Committee – Meeting Sept 10th
- xi. Market-by-the-Sea Committee – Summer Market season is finished. Markets went well, despite the weather. Changes initiated this year to focus on family & kids. Christmas Market planned for Dec 6th @ the MMC
- xii. Community First – Meeting Postponed, with no new date scheduled.

b. Staff Reports:

i. Recreation & Physical Activity

Deputy CAO Walker presented highlights from the report. Kailey Brennan was hired on an interim basis from June 1st to July 19th; this was a huge help and greatly appreciated. Summer staff were hired for July & finished at the end of August. Canada day event on July 1st was good, despite no inflatables. Youth Soccer had approximately 25 participants from Mulgrave and surrounding areas. Camps went well this year, with the need for a revised registration process. The pool opened July 2nd and closed August 28th; free swims were offered from July 20th to the end of the summer.

ii. Water and Wastewater

CAO Gray presented highlights from the report. Ongoing repairs to Jason's lift Station, with the Corrective Action Plan from NS Environment rescinded. Quarterly sampling is complete and up to date. The annual water monitoring plan was submitted for 2027 and approved. Ongoing water flushing throughout summer due to discoloured water. Discoloured water complaints were occurring throughout the summer. The fire at 41 Tower Rd is no longer considered a cause, after 2 full flushes of the water main for the entire town. ODRC's opinion is that the filling of boats at Superport Wharf could be contributing to the cause of the water discoloration. The only way to confirm will be by process of elimination. The Town would need to stop filling anything at Superport, flush the entire town and wait 1-2 months to verify if this will resolve the issue.

8. Approved Additions to the Agenda:

- a. Update on Public Works Superintendent and Recreation Coordinator
CAO Gray advised he had 2 names put forward for both positions, and interviews would be occurring in the next couple of weeks
- b. Water Discoloration – Covered during staff reports
- c. Strategic Planning
Mayor Chisholm to contact the new Municipal Advisor for the Town of Mulgrave (Jeremy Martell) to arrange a meeting.

9. Next Meeting Date: September 21, 2026

10. Gallery

Question regarding the accessible washroom door not working due to a door stop installed on the door. Also asked if we would be installing heaters in the washroom to resolve the heat issue. Council, CAO & Deputy CAO could not confirm the specific reason for the door stop; however, the Deputy CAO was aware of the winter temperatures in that room. Resident advised this was installed due to frozen pipes; however, no Council Meeting participants could confirm this statement.

Question regarding the upcoming paving between Aulds Cove and Mulgrave. There is concern about the large gypsum trucks travelling this road after the paving is complete. Is it possible to implement weight restrictions for a period of time to help extend the life of the pavement? Mayor Chisholm advised that the only concern for this project was the weight of the windmill pieces.

Resident asked about the Armour stone; could the Administrative Office confirm the donation and request the stone earlier. Mayor Chisholm advised that now that the contract has been awarded, once the stone is required, the process to retrieve the donation will be followed.

Resident inquired about the farm animals (pigs) at a property on Main St. Mayor Chisholm advised that a registered letter was sent to the property owner. CAO Gray advised a list of summary offence tickets with penalties (specific to agricultural uses for the Land-Use Bylaw) was sent for review to the Municipal Advisor, and he will contact CAO Gray with the next steps. They will also need to be approved by the Department of Justice before we can start issuing tickets.

Residents asked about grants specifically for keeping seniors fit and active. Mayor Chisholm advised that the current employee who was tasked with grant writing is currently out of the office; however, Deputy CAO Walker advised that once the Active Community Fund was available, it would be applied.

11. In-Camera:

Moved by Councillor Russell, seconded by Councillor Maas Latimer to move in-camera at 7:55 p.m. *Motion Carried*

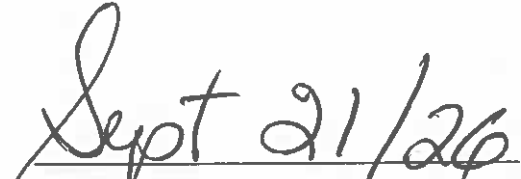
Moved by Councillor Russell, seconded by Councillor Maas Latimer to move out of in-camera at 9:14 p.m.

12. Adjournment

There being no further business, it was moved by Councillor Russell to adjourn at 9:14 p.m.



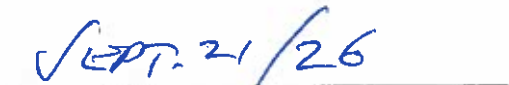
Mayor



Date



CAO



Date