Town of Mulgrave
Meeting Minutes
October 5, 2026

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

1. **Call to Order**
   Meeting was called to order by Deputy Mayor Tate at 6:30 pm.

2. **Approval of Agenda / Addition of Agenda Items**
   Moved by Councillor Maas Latimer, seconded by Councillor Russell, that the agenda be approved with the following additions:
   i. Update on Projects:
      a. Donkin Street Bridge
      b. Lift Stations
      c. Breakwater
   ii. Update on Safe Communities
   iii. Source Water Protection Advisory Committee
   iv. Meeting with MVFD, RE: REMO
   v. Strategic Planning
   vi. Scotia Trail

   Motion Carried

3. **Minutes – September 21, 2026**

   Minutes accepted as presented

4. **Business Arising from Minutes**
   Councillor Maas Latimer referred to the conversation at the previous meeting regarding the Owl system. Since we already purchased the current microphone system, it is recommended to invest in rechargeable batteries.

5. **Presentations** – N/A

6. **New Business / Carry Forward Business**
   a. Strait Area Community Curling Club
      Deputy Mayor Tate outlined a letter sent to Council from the Strait Area Curling Club asking if the Town would like to purchase advertising within their arena. Prices range between $275 per year and $1,000 - $1,500 per year, with some options for multi-year commitments.
      All of Council agreed this purchase would not be a priority at this time.

b. Water Tower

Councillor Maas Latimer reached out to CAO Gray via email, expressing concern regarding the water tower in Town. CAO Gray advised during the meeting that, upon investigation, the tower has not been inspected in 8-9 years. Currently, we do not believe there is any monitoring equipment in place. After discussion regarding the surrounding areas replacing their water towers from concrete to steel, it is recommended that the Town start reviewing this option as well. CAO Gray will proceed with looking into the former monitoring equipment that was once in place, inspection pricing and replacement tower pricing.

7. Reports

i. Policy Advisory – N/A
ii. Library – N/A
iii. Recreation / Culture – Seniors gatherings happening on Wednesdays, this week is 55+ Games at Liscombe Lodge on Oct 6th & 7th
iv. Guysborough County Home Support Agency (GCHSA) – Next Meeting Oct 29th
v. Eastern Region Solid Waste Management (ERSWM) – Last meeting was Sept 24th. New sorting guides are in the works. Mulgrave submitted the Datacall survey on time. Cheques will be issued for 2026 once all municipal units submit. October 19th is Waste Reduction Week and the date of the next meeting.
vi. Tourism Guysborough County – The last meeting was scheduled for Sept 25th but was cancelled. No new date scheduled.
vii. Source Water Protection Advisory Committee – Next Meeting Oct 27nd, pending confirmation from committee members.
viii. Inclusion, Diversity, Equity, Accessibility (IDEA) Committee – Members needed.
ix. Transit Association of Guysborough – Last meeting was Sept 24th. Reviewed financials; Mulgrave holds 7.4% of ridership. Next meeting is Dec 3rd, and TAG is currently hiring drivers.
x. Scotia Days Committee – Next Meeting Mar 4th. Requesting volunteers.
xi. Regional Emergency Management Organization (REMO) – Training is Nov 26th following the regular meeting.
xii. Community First – N/A

8. Approved Additions to the Agenda:

i. Donkin Street Bridge Update: Town was waiting for the Engineer to reach out for a site visit, this has not happened yet. CAO Gray advised we might need to look at another supplier.
ii. Lift Station Update: Work is going as scheduled. Currently waiting for NSP to plan for a power pole at Mill St. Deputy Mayor Tate requested the ODRC to attend the next meeting or provide a written update.
iii. Breakwater Update: The contract is currently with the lawyers for review, once complete it will be presented to Zutphen Contractors for signing. Ideally, the lawyers should finish it and present it within 1-2 weeks.

iv. Safe Communities: Councillor Michel asked if anyone was in contact with the RCMP or Greg Morrow for more information on this program. CAO Gray advised he will confirm with the Mayor whether the Police Advisory has any updates and will look into getting one.

v. SWPAC – Update covered under Council Committee Reports.

vi. Meeting with MVFD: Councillor Maas Latimer asked if a meeting could be scheduled with the MVFD before the Nov 26th REMO meeting. Council would like to determine what the MVFD has, or what is required for the future. CAO Gray will contact the Department to set up a meeting within a few weeks.

vii. Strategic Planning: Council is looking for a date for the Strategic Planning sessions. CAO Gray will reach out to Municipal Advisor Jeremy Martell to request optional dates. Council consensus is that any evening should work, except for Wednesday.

viii. Scotia Trail: A section of the trail has a washout due to the Sept 4th rainfall, causing the ground to become uneven. Deputy Mayor Tate asked if this can be made a priority, as it causes safety concerns, especially now that the days are getting shorter. It was also mentioned that dogs are being walked off-leash and motorized vehicles have been noticed on the trail, both of which are not allowed. Council recommended getting signage put in place to state uneven ground, use at your own risk, along with no motorized vehicle access and dogs must be kept on leash at all times.

9. Date of the Next Meeting: October 19, 2026

10. Gallery

Residents reiterated that with the falling leaves, it is getting harder to identify where the washout and uneven ground are.

Resident asked about the update for the confirmation letter regarding Armourstone. CAO Gray has not received a confirmation letter yet. Deputy Mayor Tate requested this before the next meeting, Oct 19th.

Resident asked about the Water Tower/Tank inspections. We have a Water Tower on Meadowbrook Hill and on Mill St. (behind the salt dome), along with a tank on the wharf. It was asked whether they will all be inspected or just the Meadowbrook Hill. CAO Gray to confirm.

Resident asked about the Bylaw Enforcement Officer; can we share the by-law officer from MODG. CAO Gray explained that our current Shared Service Agreement regarding by-laws is for the Dog by-law only. A question was asked if this could be changed within the agreement. CAO Gray advised yes; in theory, the contract/agreement could be renegotiated with the appropriate parties.

Resident asked about Mill St. Lift Station project. The road is open at the bottom but still has a barricade at the top. The sign at the top of the hill is affecting people being able to see if anything is now coming up the hill. CAO Gray to look into this.

11. In-Camera

Moved by Councillor Maas Latimer, seconded by Councillor Russell to move in camera at 7:28 p.m. ***Motion Carried***

Moved by Councillor Russell, seconded by Councillor Maas Latimer to move out of in-camera at 8:32 p.m. ***Motion Carried***

BE IT RESOLVED that
Deputy Mayor and Council of the Town of Mulgrave instruct the Chief Administrative Officer to contact the Town Solicitor as discussed in camera.
Moved by Councillor Maas Latimer, seconded by Councillor Russell.
Motion Carried

12. Adjournment

There being no further business, it was moved by Councillor Russell to adjourn at 8:35 p.m.

Deputy Mayor

CAO

OCT 19/26
Date

OCT. 19/26
Date