



## **Committee of the Whole Meeting**

Tuesday, January 14, 2025

5:30 – 6:00 p.m., Items 1 & 2, Richmond Room

6:00 – 7:00 p.m., Item 3, Recess for

By-Law / Policy Committee Meeting, Council Chambers

7:00 p.m., Reconvene, Items 4-16, Council Chambers

### **AGENDA**

- 1. Call to Order**
- 2. In Camera Session**
  - a) Personnel
- 3. Recess**
- 4. Opening Acknowledgement**
- 5. Items Added / Approval of Agenda**
- 6. Review of Minutes**
  - a) December 2, 2024
- 7. Presentation**
  - a) Phil Nash, Project Engineer, Waterford Energies Services Inc (WESI),  
Martin Thomsen, Manager of Energy Sector Development  
Municipality of the County of Richmond / Town of Port Hawkesbury, Re:  
Strait of Canso Sustainable Infrastructure Strategy
  - b) Stan Johnson, The Bras d'Or Lakes Collaborative Environmental Planning  
Initiative (CEPI), Re: Bras d'Or Lakes CEPI & Pitu'paq
- 8. Warden, Re:**
  - a) Review of Warden's Council Report
- 9. CAO, Re:**
  - a) Administration Operations Report
- 10. Community Acknowledgements**
- 11. Correspondence**
  - a) **Action Required**
    - i. Jennifer Enright, Canadian Amyloidosis Support Network (CASN)  
Volunteer, Re: Amyloidosis Awareness Month proclamation request



- ii. Kathleen Jeffery, Interim Director of Finance, Re: Grant application from the Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5,000.
- iii. Kathleen Jeffrey, Interim Director of Finance, Re: Grant application from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000.

**b) For Information Only**

- i. Municipality of the County of Richmond's Multi-Use Facility Feasibility Study – Public open houses
- ii. Honourable John A. Lohr, Minister of Municipal Affairs, Re: Congratulatory letter for municipalities for adopting the code of conduct
- iii. Inclusive, Diverse, Equitable, Accessible (IDEA) Committee, Re: Call for interest for members
- iv. Recreation Advisory Committee, Re: Call for interest for members

**12. Review of Cheques Issued Re:**

- a) November 2024
- b) December 2024

**13. Review of Action Items**

- a) Action Items

**14. Items Added to the Agenda**

**15. 15 Minute Question Period - (902) 226-9885**  
(Not Restricted to Items on the Agenda)

**16. Adjournment**



### **Question Period Details**

Phone in number – (902) 226-9885

Any member of the public may ask a question on any item. A maximum of fifteen (15) minutes is set aside for Question Period. Anyone wishing to ask a question either in person or by phone must identify who they are before 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

**\* Meeting will be live-streamed via the [MOCR YouTube Channel](#)**



## Committee of the Whole Meeting

December 2, 2024

**Location:** Council Chambers

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

**Staff:** Troy MacCulloch, Chief Administrative Officer (CAO), Chris Boudreau, Director of Public Works, Shannon Mury, Director of Community Development and Recreation, Shelley David, Municipal Clerk

**Regrets:** Kathleen Jeffrey, Interim Director of Finance

### **Call to Order**

Warden Lois Landry called the meeting to order at 7:00 p.m.

### **“In Camera” Session, Richmond Room: Personnel**

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand that the meeting move to an “In Camera” session at 5:03 p.m.

Motion carried.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson that the meeting revert to “Regular” session at 5:25 p.m. and FURTHER MOVE that the Committee break for recess from 6:00 pm - 7:00 pm.

Motion carried.

### **Reconvene Committee of the Whole Meeting, Council Chambers**

The Warden reconvened the regular session at 7:01 p.m.



### **Items Added to the Agenda (Approval of Agenda)**

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson that the agenda be approved.

Motion carried.

### **Recommendation from In Camera**

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brent Sampson, that the Committee of the Whole recommend to Council to appoint Dorothy Booher to the IDEA Committee for a 5-year term, Robbin Cotton and Robert Wambolt to the Planning Advisory/Heritage Committee, both for 5-year terms, Stacey Morrison to the RCMP Advisory Board for a 5-year term, and Cindy Walker to the Destination Cape Breton Association Board for a 3-year term; and FURTHERMOVE that Council direct staff to advertise any remaining vacancies to ABCCs.

Motion carried.

### **Review of Minutes, November 12, 2024, Committee of the Whole**

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson that the minutes of November 12, 2024, Committee of the Whole be approved.

Motion carried.

### **Presentations**

- a) Rachelle Samson, Re: Cape Breton Regional Enterprise Network (CBREN) Information and Activity Report, Q2 July – September

Rachelle Samson, Economic Development Officer for Richmond County and the Town of Port Hawkesbury, presented the Cape Breton Regional Enterprise Network (CBREN) Information and Activity Report for Q2 (July – September).



**Warden, Re:**

- a) Review of Warden's Council Report  
For information only.

**Councillor Amanda Mombourquette, Re:**

- b) Housing Coalition Update  
For information only.

**CAO, Re:**

- a) Administration Operations Report  
For information only.
- b) Designation of Destination Cape Breton to Administer the Cape Breton Island Marketing Levy

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to designate Destination Cape Breton as the administrator of the Marketing Levy for Richmond County.

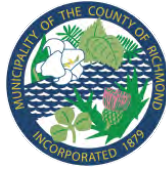
Motion carried.

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that Council direct staff to request the financials for the past four years from the Destination Cape Breton Association

Motion carried.

Warden Lois Landry removed herself as presiding officer at 8:06 p.m. to participate in the debate on the agenda item, 'Deer Population,' and requested that Deputy Warden Brent Sampson assume the role of presiding officer.

Deputy Warden Brent Sampson assumed the role of chair at 8:07 p.m.



c) Deer Population, Re: Update

Moved by Warden Lois Landry, seconded by Councillor Shawn Samson that the Committee of the Whole recommend to Council to have staff proceed with a request for quotes for the above-noted work.

Motion carried.

The Warden resumed chair at 8:26 p.m.

d) Approved Fire Equipment Reallocation – 2024/25 Budget

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to accept the Volunteer Fire Department (VFD) Equipment Funding Memo.

Motion carried.

### **Community Acknowledgements**

For information purposes.

### **Correspondence**

a) **Action Required**

- i. Clint Samson, Revenue Manager, Re: Property Damaged by Fire – AAN 04127455 – Rodney Samson

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to write off the taxes for property AAN 04127455 owned by Rodney Samson, which was completely destroyed by fire, in the amount of \$400.69, which represents taxes on the dwelling only from August 7, 2024, to March 31, 2025.

Motion carried.



- ii. Nicole Latimer, Solid Waste Educator/Coordinator, Municipality of the County of Inverness, Re: Invitation to Join the Rural Region 1 Solid Waste Committee

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to have the Director of Public Works and one member of Council, pending selection, attend the Rural Region 1 Solid Waste Committee meetings.  
Motion carried.

b) **For Information Only**

- i. 2023-24 Nova Scotia Community College Community Report
- ii. Huguette Labelle, Chair, Independent Advisory Board for Senate Appointments, Re: Senate Appointments Cycle

**Review of Cheques Issued Re:**

Due to the change in meeting dates, November cheques will be reviewed at the next Committee of the Whole.

**Review of Action Items**

- a) Action Items  
For information only.

**15 Minute Question Period - (902) 226-9885**

No questions were presented to the Committee of the Whole.

**Adjournment**

There being no further business, the Chair adjourned the meeting at 8:47 p.m.

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Municipal Clerk

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Chairperson



MARTIN MARIETTA

PORT HAWKESBURY

MCNALLY

MULGRAVE

CABOT GYPSUM

PHP

CASS COVE

NSP

EVERWIND

INVEST NS

BEAR HEAD

MELFORD

Martin Thomsen  
Manager of Energy Sector Development



LA MUNICIPALITÉ DU COMTE DE



## STRAIT OF CANSO SUSTAINABLE INFRASTRUCTURE STRATEGY

Phil Nash  
Project Engineer



# BACKGROUND

Strait of Canso Green Energy Capacity Building Program

Increase understanding of infrastructure assets and needs

Position the Strait of Canso strategically within the Atlantic Canadian green energy industry

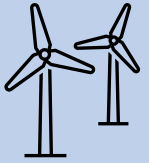
Project Steering Committee

Competitive tendering



# SCOPE

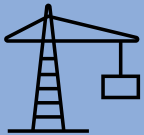
- **Clean Fuels production and export**
- **Onshore wind**
- **Offshore wind**



**Industry needs**



**Opportunities Identification**



**Analysis of current port infrastructure**



**Case studies**



**Analysis of industrial parks**



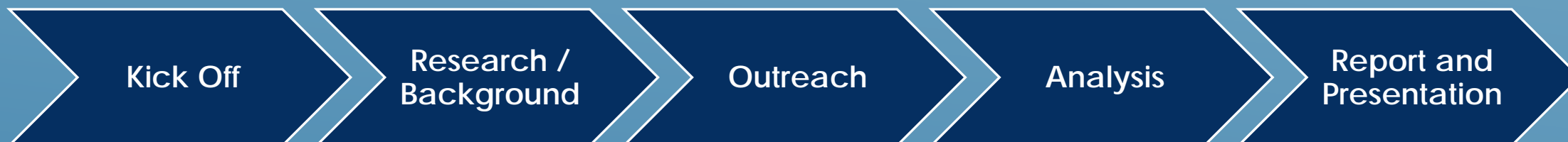
**Development plans**

- ▶ Project Overview
- ▶ Onshore Wind
- ▶ Hydrogen / Power to X
- ▶ Port Requirements
- ▶ Offshore Wind
- ▶ Conclusions & Recommendations

# AGENDA



# PROJECT OVERVIEW



- Participants
- Meeting Schedule

- Supporting documentation
- Site visit
- Requirements for Renewable Projects
- Scan of International Ports

- Stakeholder Engagement
- Site Visits

- Renewable project scopes
- Timelines for Projects
- Local needs
- Match needs with local capability

- Estimated Timelines
- Outline potential plans for key Strait areas
- Recommendations

# BACKGROUND

- ▶ Reviewed Strait of Canso studies.
- ▶ Scanned international ports to help understand state of industry and port infrastructure.
- ▶ US port capacity - what is in place, new developments
- ▶ Outlined requirements for ports based on activity
  - ▶ Fixed and floating wind
  - ▶ Marshaling, fabrication, O&M, manufacturing

# STAKEHOLDER ENGAGEMENT

- ▶ Significant effort to connect with stakeholders key to the study.
- ▶ Reached 30 organizations to conduct face to face (16 meetings) or virtual meetings.
- ▶ Takeaway
  - ▶ Supportive of the project scope and potential for the Strait.
  - ▶ Provided key insights into their facilities
  - ▶ Unclear of what renewable opportunities may come to Strait or their site in particular

- Allan H. MacEachen Airport
- AtShip Services Ltd.
- Bear Head Energy
- Cabot Gypsum
- CN Rail
- DP Energy
- Eastern District Planning Commission
- EverWind Fuels
- Invest Nova Scotia
- Martin Marietta Materials
- Melford Atlantic Gateway
- McNally International
- Membertou First Nation
- Municipality of the County of Richmond
- Municipality of the County of Inverness
- Municipality of the District of Guysborough
- Nova Scotia Department of Natural Resources and Renewables
- Nova Scotia Community College – Strait Area Campus
- Nova Scotia Power
- Port Hawkesbury Paper
- Port of Nigg
- SBM Offshore
- Strait of Canso Superport Corporation
- Town of Mulgrave
- Town of Port Hawkesbury
- Transport Canada

# STAKEHOLDER ENGAGEMENT

# ANALYSIS

- ▶ Onshore wind
- ▶ Power to X
- ▶ Offshore Wind
- ▶ Ports in Strait of Canso
  - ▶ Capability versus Requirements
- ▶ Conclusions and Recommendations

# ONSHORE WIND

- ▶ > 3.5 GW onshore wind in forecast, majority identified for Guysborough County and Mulgrave to support Power to X projects
- ▶ Mulgrave Marine Terminal ideally situated to land the components for distribution to sites.
- ▶ Projects expected to run from 2025 to 2030+
  
- ▶ Most are supporting Power to X so there is some uncertainty on its development.
- ▶ Large potential scope of work for the Strait and more immediate than others (e.g. fixed or floating wind)

# POWER TO X

- ▶ Plants planned in Point Tupper (Ever Wind and Bear Head)
- ▶ Electricity being generated on mainland.
  - ▶ It will need to be moved across the Strait.
- ▶ Components to build the plants cannot cross causeway.
  - ▶ Must be received via water in Point Tupper
- ▶ Each developer pursuing a wharf structure.
- ▶ A common user port could be a solution – however timing may not work.

# OFFSHORE WIND - WHAT DOES THE INDUSTRY NEED?

- ▶ Review of International ports supporting offshore renewables.
- ▶ Highlighted what is being done and magnitude of operations for:
  - ▶ Marshaling
  - ▶ Fabrication
  - ▶ Construction
  - ▶ Operations and Maintenance
  - ▶ Manufacturing and load out of components.

# OFFSHORE WIND

Component	Space Requirements (acres)*	Quayside Bearing Capacity (t/m <sup>2</sup> )	Quayside Water Depth (m)	Equipment Sizes (each item)
Monopiles	20 - 30	25 - 50	12 - 14	100m x 10m Dia
Transition Pieces	7 - 10	25 - 50	9+	25 - 30 m tall x 8m dia.
Blades, Nacelles & Tower Sections	30 - 40	25 - 50	6 - 9	Blades - 130 - 140 m Nacelle - 25 x 12m Tower - 30m x 10m x 4 pieces
Cables	6	25	6 - 9	Carousel 20-25m dia.
O&M	2-5	25+	5 - 9	Day to day O&M vessel will need minimum draft. Larger vessels bringing components for dockside repairs = more space and deeper draft.
Transportation Corridor	3-6			Depending on shape and size of site and component received. For transportation corridor, roll-on roll-off activity, and general port functions.

FIXED



Floating



Component	Space Requirements (acres)	Quayside Bearing Capacity (t/m <sup>2</sup> )	Quayside Water Depth (m) <sup>[1]</sup>	Equipment Sizes (each item)
Nacelle Blades Tower Sections	30 - 40	25 - 50	6 - 9	25 x 12 x 12 m high 130 - 140 m 35 - 50 m tall x 6-8m dia. x 4
Crane for Floating Installation	2 - 4	50	6 - 12 +	+1000-ton lifts at 150m+
Cables	6	25	6 - 9	Carousel 20-25m dia.
Anchor and Mooring Chain	10	25	6 - 9	Upwards of 8 sets of 175mm chain x 800m and 50+ ton anchors
O&M	5-10	25	5 - 12 +	Day to day O&M vessel will need minimum draft. Type of major equipment repair will determine maximum requirements.
Foundation	15 - 30+	25 - 50	12 +	80 m x 80 m

# OFFSHORE WIND - MANUFACTURING

Component	Land Usage (acres)	Loading Dock (water depth/style)	
Blades	50 - 70	12 - 14m	Dock, Load bearing
Tower Sections	30 - 40	12 - 14m	Dock, Load bearing
Transition Pieces	15 - 20	12 - 14m	Dock, Load bearing
Turbine Generator	30 - 45	12 - 14m	Dock, Load bearing
Cable	35 - 60	12m	Jetty / Dock
Monopiles	40 - 80	12 - 14m	Dock, Load bearing

Location	Water Depth	Length of Wharf	Structure	Area on Wharf	Other Laydown Area	Other Comment
Martin Marietta	13 m	183 m	dolphin	N/A	>20 acres	
Mulgrave Marine Terminal	6 - 10 m	425 m	Concrete cribs & Steel sheet piles	4 acres	N/A	Warehouse and office space available
Port Hawkesbury Pier	5 - 6 m	300 m	Timber cribs	N/A	N/A	Suitable for small cruise ships, service vessels, tugs or barges.
Strait Superport Marine Services	4-5 m	50 m	Timber cribs	N/A	N/A	Suitable for service vessels, tugs or barges. Floating dock extends 100m along quay
McNally's International	5m at docks	320m	Pile dock	N/A	Approx. 8 acres on Georgia Pacific area of the site, some used for buildings	Could infill from dolphins to shore for additional ~7.5 acre Water lots: 38 acres
	10-12m at jetty	N/A	Jetty & dolphins	N/A	17 acres overall	1275m Water Frontage. Jetty is older but dolphins could be used.
Cabot Gypsum (Dock leased from Invest NS)	6m	80 m	unknown	N/A	1 acre	Could infill between dock and land for additional area
Port Hawkesbury Paper	10.2 m	185 m	Sheet pile and concrete deck	N/A	Approx. 30 acres non continuous within site	
Nova Scotia Power (Point Tupper)	18 m	140 m	Jetty	N/A	Removal of coal facility, potential for 7+ acres of laydown space. Needs new dock to receive or via land.	Additional 18 acres behind coal pile
EverWind Fuels	32 m	600 m	Jetty	N/A	N/A	
	10m proposed	Unknown	Piles			Offloading Equipment/Tugs
Bear Head - Proposed	20m + 10m	180m + 186m	Jetty Pile	N/A	N/A	Offloading Equipment/Tugs
Melford Terminal - Proposed	18 m	730 m (1,095 m Phase II)	caisson	103 acre (170 acres Phase II)	250 acre logistic park	Greenfield, so can be developed as business case needs. Option for additional 1200-acres for logistic park.

# STRAIT OF CANSO PORT SPECIFICATIONS

# COMMON USER PORT

## CASS COVE



# MELFORD ATLANTIC GATEWAY TERMINAL



# PORT CAPABILITY - STRAIT

	Melford	Mulgrave	PHP	Cass Cove	McNally	Cabot Gypsum
Manufacturing	Orange	Red	Orange	Red	Red	Red
Assembly	Orange	Red	Orange	Red	Red	Red
Fabrication	Orange	Red	Orange	Red	Orange	Red
Marshaling	Orange	Orange	Orange	Red	Orange	Red
Integration	Orange	Red	Red	Red	Red	Red
O&M	Orange	Green	Orange	Orange	Orange	Red

# PORT CAPABILITY

Project	Melford	Mulgrave	PHP <sup>1</sup>	Cass Cove <sup>2</sup>	McNally <sup>3</sup>	Cabot Gypsum <sup>3</sup>
Hydrogen/ Ammonia Component Receiving	Orange	Orange	Orange	Orange	Orange	Orange
Onshore Wind Component Receiving	Orange	Green	Orange	Orange	Orange	Orange
Onshore Wind Storage	Orange	Red	Orange	Red	Orange	Red
Offshore US Wind - Marshalling	Orange	Red	Orange	Red	Orange	Red
Offshore Can - Fixed bottom Installation	Orange	Red	Orange	Red	Orange	Red
Offshore Can - Floating - Assembly/ Installation/ Major Repair	Orange	Red	Red	Red	Red	Red
Offshore O&M Servicing	Orange	Green	Orange	Orange	Orange	Orange

# CONCLUSIONS & RECOMMENDATIONS

- ▶ Volume of onshore wind planned for NS is a great opportunity for the Strait area – turbine component delivery and access to green electrons.
- ▶ The potential volume may add challenges to offshore industry competing for capital and offtake.
- ▶ A Port solution on Point Tupper is required to support the hydrogen projects - receiving.
  - ▶ Opportunity to pursue a strategy to obtain a common user port to support all projects
  - ▶ A common user port would be an asset which would outlive the life of these projects.

# CONCLUSIONS & RECOMMENDATIONS

- ▶ Existing Strait ports do not extend into waters deep enough to support heavy transport & installation vessels associated with wind farm construction. New wharfs or modifications to existing ones are needed to be part of the industry.
- ▶ US offshore wind can be supported by Canadian ports. However, if supply chain from Europe changes to a more local industry, the opportunities for Canada will be greatly reduced.

# CONCLUSIONS & RECOMMENDATIONS

- ▶ Attracting a renewable energy industry original equipment manufacturer (OEM) is a strategic endeavor which can complement the port capability of the region.
  - ▶ Blades, cables, foundations, towers
- ▶ O&M base(s) for offshore windfarms can be supported from the Strait's local industry and workforce. However, this will not be needed until Canadian offshore wind takes hold: 2032+

# CONCLUSIONS & RECOMMENDATIONS

- ▶ Near term efforts in the Strait should be supporting onshore wind and hydrogen/ammonia markets
  - ▶ Optimize logistics for wind turbine component receiving via Mulgrave Marine Terminal
  - ▶ Provide storage area for components to avoid congestion on wharf.
  
- ▶ Longer term strategy:
  - ▶ Melford Terminal construction to support container and renewable energy industry
    - ▶ Fixed bottom and floating capability
  - ▶ Pursue common user port on Point Tupper
    - ▶ Can support industry without water access
    - ▶ Receiving wind turbine components for Cape Breton island side
    - ▶ Potential for marshaling, fabrication, manufacturing, or O&M of offshore turbine components
    - ▶ Further analysis of Cass Cove location as common user port on Point Tupper

# NEXT STEPS

## Publication

- Late January 2025

## Engagement

- Follow-up conversations with port infrastructure owners
  - Where is the focus for the industrial users?

## Promotion

- One-stop-shop ports 'database'
- TheStraitofCanso.Ca
- Scope to form part of wider Atlantic Canadian ports promotion

## Strategic Collaboration

- *Assessment of Atlantic Canadian Ports to Support Offshore Wind Development – Net Zero Atlantic / Moffat & Nichol*

# NEXT STEPS *cont.*

## Seabed License Auction Round

- Will bring clarity on:
  - Seabed area
  - Developers
  - Technology
  - Port requirements (**potential locations**)

## Investment Attraction Tool

- To be used by economic development professionals
- Provides answers to a wide variety of ROIs from potential investors in the green energy industries

## Point Tupper Common User Port

- Alignment with CB Partnership Green Cement Study
- Business case

OCTOBER 2024

# Strait of Canso Sustainable Infrastructure Strategy



## **DISCLAIMER**

This report has been prepared by WESI based on information and data provided by various stakeholders, including government agencies, port authorities, industry experts, and other third-party sources. The study aims to provide a conceptual framework for the development and enhancement of port and infrastructure systems within the Strait of Canso, Nova Scotia.

While WESI has made reasonable efforts to ensure the accuracy and reliability of the information contained in this report, we do not guarantee the completeness, correctness, or timeliness of the data presented. The conclusions, assumptions, and recommendations included in this report are based on the best available information at the time of preparation. Any projections, forecasts, or estimates provided are subject to change and should be considered as indicative rather than definitive.

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This report does not constitute legal, financial, or engineering advice and should not be construed as such. Readers are encouraged to seek professional advice and further validation for any specific applications or decisions regarding port and infrastructure development.

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## Acronyms

<b>ACOA</b>	Atlantic Canada Opportunities Agency
<b>DNRR</b>	Department of Natural Resources and Renewables
<b>EU</b>	European Union
<b>Greenfield Site</b>	Land area with no existing infrastructure in place. May have had previous use.
<b>GW</b>	Gigawatt – 1,000,000 kilo watts
<b>MODG</b>	Municipality of the District of Guysborough
<b>MW</b>	Megawatt – 1,000,000 watts
<b>NS</b>	Nova Scotia
<b>NSP</b>	Nova Scotia Power Point Tupper
<b>O&amp;M</b>	Operations and Maintenance
<b>PDA</b>	Potential Development Area (Offshore Wind)
<b>PH</b>	Port Hawkesbury
<b>PHP</b>	Port Hawkesbury Paper
<b>RFP</b>	Request For Proposals
<b>Richmond</b>	Municipality of the County of Richmond
<b>SMS</b>	Superport Marine Services
<b>Strait</b>	Strait of Canso
<b>US</b>	United States of America
<b>WTG</b>	Wind Turbine Generator

# Executive Summary

Waterford Energy Services Inc (WESI) was contracted by the Municipality of the County of Richmond and the Town of Port Hawkesbury, in January 2024 to complete a sustainable infrastructure strategy for the Strait of Canso, which is referred to hereafter as The Strait. The Steering Committee comprised the above-mentioned groups as well as the Atlantic Canada Opportunities Agency (ACOA), Cape Breton Partnership, Nova Scotia Department of Natural Resources and Renewables (DNRR), and Municipality of the District of Guysborough (MODG).



FIGURE 1: STRAIT OF CANSO

The intent of the study was to focus on the renewable energy industry including onshore wind, offshore wind (fixed bottom and floating) and hydrogen/ammonia. There are other Power to X products such as e-methanol, and sustainable aviation fuels which may also benefit from the infrastructure. The Strait was assessed for its capability to support these potential future activities as well as recommendations on where and when investments should be made to optimize the area. Although multiple ports in the region will likely be involved in construction of offshore projects, other areas were not studied as part of this work. Instead, opportunities were identified for the Strait, with the understanding that other ports may be necessary to fulfil the needs of renewable energy projects.

Desktop research was performed to understand work previously conducted for The Strait, assessing other opportunities which have presented themselves in the past. These studies and additional research combined with WESI's in house expertise aided in the recommendations going forward.

Extensive stakeholder engagement was a large component of the work carried out by WESI. It was important to understand the local government and industry's perception of renewable energy projects in general and specifically how land and ports infrastructure could contribute to future renewable energy projects and economic development. Contributions from the following organizations who were contacted as part of this work provided valuable insight to guide the content of the report.:

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Allan J. MacEachen Airport

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AtShip Services Ltd.

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Bear Head Energy

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Cabot Gypsum

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CN Rail

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DP Energy

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Eastern District Planning Commission

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EverWind Fuels

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Invest Nova Scotia

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Martin Marietta Materials

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Melford Atlantic Gateway

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McNally International

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Membertou First Nation

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Municipality of the County of Richmond

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Municipality of the County of Inverness

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Municipality of the District of Guysborough

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Nova Scotia Department of Natural Resources and Renewables

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Nova Scotia Community College – Strait Area Campus

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Nova Scotia Power

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Strait Superport Board

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Port Hawkesbury Paper

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Port of Nigg

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SBM Offshore

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Strait Superport Corporation

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Town of Mulgrave

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Town of Port Hawkesbury

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Transport Canada

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Warden of Richmond County

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The Strait of Canso possesses numerous attributes that position it as a potential leader in the global renewable energy industry. Many of the required building blocks can be found to support projects including land, fresh water, sheltered water, ports, an industrial workforce, and a supportive local government. However, there are also limitations on land availability and wharf structures that are presently capable of supporting large equipment destined for onshore or offshore energy projects. Many ports do not have the required documentation and proof of the attributes of their facilities such as bollard testing, weight bearing capacity and water depth. Facility owners should budget the time and expense to carry out this investigative work required before a renewable project proponent can commit to a facility.

Also of note is that there are challenges on local infrastructure including housing, roads, hospitals, emergency response and other and services. With the expected increase in industrial activity in the area, additional stress may be put on these aspects of the Strait.

The study reviewed opportunities for the Strait based on current infrastructure capabilities compared to what is needed to support renewable energy developments. Existing areas were identified for potential upgrades which could make them better suited to support renewable energy projects. New areas of development were also identified where greenfield facilities could be constructed.

For the Strait, upcoming opportunities include onshore wind, hydrogen/ammonia production and export, offshore wind (fixed bottom and floating), and supporting US offshore wind developments.

Items which were not included in the scope of this work were the investigation of other Atlantic Canadian ports which could potentially have similar capabilities as the Strait to support renewable projects, roads and utilities surrounding the ports, Port Governance, and business development of the Strait area.



## **Onshore Wind Sector Support and Development Recommendations**

### **Mulgrave Marine Terminal**

The most immediate and feasible industry for development is onshore wind based on the announced and permitted projects. The Strait has an opportunity to support many wind developments on the mainland of Nova Scotia through receiving and storage of land-based wind turbine components. The construction projects will occur over several years which could provide an ongoing opportunity as well as long term maintenance support.



**FIGURE 2: MULGRAVE MARINE TERMINAL, SOURCE STRAIT SUPERPORT CORPORATION**

There are several land-based windfarm projects planned to be installed in areas on the mainland near the Strait and therefore the Strait Superport's Mulgrave Marine Terminal and adjacent lands are prime locations with potential to receive these components. For onshore wind in Cape Breton, there is likely a different solution to move turbine components from vessels to site. This would most likely involve location(s) in Point Tupper providing support through equipment receiving and distribution.

Mulgrave Marine Terminal should continue to work with onshore wind developers to maximize the port's use for offloading of wind components. The port is in a strategic location to bring in equipment to support onshore wind development in the District of Guysborough and Town of Mulgrave areas. The port should focus on this aspect of the industry as it well situated and has the needed capability.

With the larger onshore wind developments, there will be a need for a storage or staging area near the port for wind turbine components. A storage site will allow equipment to efficiently flow from a vessel to the laydown yard, minimizing the need for a large storage area immediately adjacent the wharf structure at Mulgrave Terminal. Areas have been identified within 5km of Mulgrave which are suitable for storage and have capacity to expand if needed.

Mulgrave Industrial Park has vacant lands which the Town has listed for sale. A study into potential support for renewable onshore wind farm developments on this land is recommended. The site's strategic location could make it suited for supporting onshore wind projects in coordination with the Mulgrave Terminal. The land in the Industrial Park has 21 acres and could be considered for several aspects of renewable energy projects including:

- Manufacturing or fabrication site of ancillary components, piping, secondary steel or maintenance components for hydrogen and ammonia facilities, onshore, or offshore wind components
- Marshalling of onshore wind components for construction
- Storage and repair yard for ongoing maintenance of onshore wind farms
- Marshalling for offshore wind components

Supporting onshore wind projects is a key enabler to increase capacity and skills in the Strait which can eventually transition or translate into support for offshore wind projects.

## Port Development Recommendations

### Melford Atlantic Gateway Terminal

The Melford Atlantic Gateway Terminal development site is a well-suited location in the Strait and coupled with the possible container terminal development provides a robust business case to pursue large offshore wind projects, however it needs a sound financial case to proceed. The site can support many aspects of the fixed and floating offshore wind industry and should be actively investigated for this purpose. As a greenfield development, the design can incorporate features tailored to the renewable energy sector. Potential uses for the site include:

- Marshalling, fabrication, or assembly for fixed bottom wind farms serving Canadian or US projects
- Receiving port for onshore wind components for nearby developments
- Assembly, commissioning, and tow-to-port maintenance for floating offshore wind projects, supporting both Canada and the US East Coast markets
- Operations and maintenance base for offshore wind farms
- Bunkering of green ammonia to aid in decarbonizing shipping industry
- Arrival port for hydrogen/ammonia construction equipment destined for Point Tupper
- Manufacturing location for renewable energy equipment
- Attracting other heavy industry stimulated by the green energy and hydrogen and ammonia availability



FIGURE 3: MELFORD TERMINAL RENDERING, SOURCE CBC NEWS

Although Melford has been proposed as a container terminal, adding features to support the wind industry may be attractive and complementary. The hundreds of acres available at Melford allows for expansion of both port and nearby lands which can be used for the many aspects of the lifecycle for either fixed bottom or floating wind.

For offshore wind, the attributes of the Strait, land, fresh water, deep water access, and an industrial workforce, means a new port development in Melford could be an ideal location and be positioned to support both the Canadian and US offshore wind markets.

### **Point Tupper Common User Port**

It is recommended to conduct a further analysis of facilities in Point Tupper for potential as a common user port. Ideally the common user port would be available for items such as aggregates, onshore and offshore wind turbine delivery, and other users in the Industrial Parks and surrounding area. Some sites could potentially be modified to support hydrogen and ammonia equipment delivery if needed.



**FIGURE 4: POINT TUPPER**

Source: Atlantic Pilotage website

The Strait has a history of individual industrial users developing a fit-for-purpose port solution that addresses their vessel loading and unloading needs. This has some commercial benefits, but it has also resulted in many assets which are underutilized. Ports require long term maintenance and eventually significant upgrades to evolve with changing vessel and project owner needs. To maximize the use of government funds, minimize environmental impact and provide the greatest long-term benefit to the region, a high capability common user port could be developed on Point Tupper.

This common user port could provide opportunity for the wider industrial community lacking water access to move products in or out of the Strait efficiently. A wide range of industrial opportunities are available in the area, particularly with the development of local wind energy, as well as hydrogen and ammonia availability. Having a location in Point Tupper will also provide opportunity to move goods which are not able to cross the causeway.

Several existing locations are possible to develop a common user port including Cabot Gypsum, McNally International, Nova Scotia Power (NSP), Port Hawkesbury Paper (PHP), as well as undeveloped site belonging to Invest Nova Scotia at Cass Cove located near NSP and the Bear Head Industrial Reserve land near EverWind Fuels (EverWind) and Bear Head Energy (Bear Head).

Existing ports in Point Tupper need modifications to meet the requirements for a common user port. Overcoming shallow water constraints, upgraded wharfs or shore base improvements are needed to take on a larger role receiving vessels and goods and may be a more economic option than a new facility. After modifications, some sites could handle a wide variety of vessels, goods, and equipment.

Smaller investments at PHP or Cabot Gypsum may be sufficient to develop a common user facility, while more significant upgrades could be undertaken at McNally's, in the Cass Cove area or NSP. When Bear Head's port infrastructure is in place, it could also provide an option for a common user port.

Currently undeveloped lands held by Invest NS in the Bear Head Industrial Reserve look to have potential to support a range of facilities and opportunities. However, Invest Nova Scotia's focus for the area is on the development of an Atlantic Canada hydrogen hub, and the extension of infrastructure – including roads, water, and electricity – to support Point Tupper Industrial Park as a key asset. This vision will restrict the development of the water side and the lands for offshore wind support or a manufacturing site.

### **Port Strategy to Support Offshore Wind**

Melford Atlantic Marine Terminal or a common user port on Point Tupper are the opportunities to support the offshore wind industry, both here in Canada and in US waters.

The timing of when offshore support will be needed depends on several factors including legislation, project development and planning, and offtake solutions. The likely case is that opportunities will be available to support offshore US based projects first. This is due to the lack of US port capacity to support local wind projects, the Jones Act, and uncertainty related to the Canadian market (grid connection, offtake, regulations and more). Opportunity will likely continue until the US domestic supply chain is mature enough to support their own renewable projects.

Several locations in Atlantic Canada have recently supported US offshore wind Developers based on the port readiness. These projects have occurred with short notice of operations commencing at the port. These alternative plans seek ports of opportunity when circumstances demand. This “ready” capability is currently lacking in the Strait for larger components or work scopes.

Without a port being “ready”, there is potential for lost opportunity in a region. However, the unknown activity and timeline makes it difficult for the investment community and government to commit to the large port infrastructure upgrades required to make a location suitable for current and future offshore wind projects. Wind Developers do not typically want to own ports as they may only be involved in limited projects in specific areas. It is up to local business, government, and investors to determine how to proceed to unlock opportunity.

### **Canadian Offshore Wind Operations and Maintenance (O&M)**

There are a few locations in the Strait with the potential to support offshore O&M work. One of the facilities that is currently suited is the Mulgrave Marine Terminal. The region should pursue opportunities as an O&M base to support offshore wind as it develops in Nova Scotia. Until then, the port should concentrate on the onshore wind market plus other small scale offshore work for the US wind farms. Important services needed in the area to be more attractive include a fuel supply, welding, fabrication, cranes, tugs, hotels and more.

Other areas where O&M activity may be suited are PHP, McNally's, Superport Marine Services (SMS), Cabot Gypsum, or at Melford or another Point Tupper port, if constructed. PHP is in a near ready state to support O&M. McNally's require upgrades from the current state to be able to support O&M vessels, therefore, it may not be advantageous for McNally's to pursue this work. SMS and Cabot Gypsum have limited water depth so would need to adapt to accept larger O&M vessels and both have limited land space.

In all cases, offshore O&M support will only be required once wind farms are constructed offshore Nova Scotia. This could be up to 7-10 years away based on 2025 seabed lease sales so this opportunity should be revisited following this timeline.

### **Supply Chain Development**

Local Industrial Parks house a supply and service industry which supports many industrial users located in the Strait. Large numbers of trades support the operations and maintenance activities at various plants. Future hydrogen/ammonia facilities and the increased number of wind turbines operating in the area will require a greater number of similarly skilled workers and specialized equipment.

There are additional municipal and private industrial park lands available which can be developed as needed to house an expanded workforce and new services. The Port Hawkesbury Business Park, the Port Hawkesbury/Richmond County Joint Industrial Park, the Richmond County Light Industrial Park, and the Mulgrave Marine Industrial Park all have capacity to adapt as needed for these growing and new-to-Nova Scotia trades and services.

### **Power to X Sector Support and Development Recommendations**

Hydrogen and ammonia production potential in the Strait is currently tied to two known Developers with links to onshore wind projects in early phases of development. As the sector grows, the potential for offshore wind to support hydrogen/ammonia production will increase.

For short term support, hydrogen Developers in the Strait area need to receive large modules which will make up the production plant facilities. Currently each Developer is pursuing independent solutions to receive the equipment by landing their materials close to the facility construction site, as transportation over road from the mainland does not appear feasible.

To support component delivery, the ideal port location is one close to the installation site to reduce land travel restrictions. Today, direct delivery to Point Tupper isn't possible using existing ports. If project specific ports or a common user port are not built within Point Tupper, one possible option is to use a barge system to move equipment from Mulgrave to the Point Tupper side.

While a barge solution introduces logistical challenges and increased handling of equipment, it may be cost effective and the quickest to implement. Cabot Gypsum, McNally's or PHP are potential sites which may be able to accept these large modules. Waterfront land owned by Invest NS is also a possibility depending on the availability of the lands and the desire of the Developers. In all cases, the viability of a site to receive equipment would depend on an investigation of site properties and road logistics involved in moving equipment to the installation sites.

## **US Offshore Wind Sector Support Recommendations**

Marshalling offshore wind components destined for US wind farms is an area which can be supported by Canadian ports. Large components such as monopiles (MP), transition pieces (TP), cables, blades, nacelles, and tower sections are released from the supplier factories but may not be able to be installed right away. In such cases, temporary storage is required before installation. The Jones Act permits European flagged vessels, such as wind turbine installation vessels (WTIV), and monopile installation vessels to pick up these components in Canadian ports, but not from US ones. Thus, the proximity of Canadian ports presents opportunities to play a role in the US offshore wind industry. Unfortunately, no area of the Strait has marshaling yard capability today.

Wind components weigh upwards of 3000 T and in the case of blades, over 110m in length. Associated vessels require deep drafts, weight bearing wharfs, specialized land transport and large, flat laydown areas adjacent to the water for storage. There are gaps in current wharf structures and lands in the Strait meaning support for offshore wind construction (US or Canada) will require significant investment in either a greenfield site or redevelopment of an existing port facility.

There is competition from both US ports and Canadian ports to support marshalling activities. Therefore, construction in the Strait of a new port and associated lands to support an offshore marshalling site on its own should only be considered if the required modifications to docks and laydown areas are financially viable.

These large offshore wind components have limited places where they may be landed and stored in the Strait even with a well-planned development. Some options are: Melford Atlantic Terminal or PHP. McNally's, NSP or Invest NS Lands on Point Tupper may also be an option, albeit to a lesser degree.

# Introduction

**Waterford Energy Services Inc. (WESI) was commissioned by the Municipality of the County of Richmond and the Town of Port Hawkesbury to develop a sustainable infrastructure strategy for the Strait of Canso.**

WESI was supported and overseen by a Project Steering Committee (PSC), made up of representatives from the four funding organizations, as well as a representative from the Municipality of the District of Guysborough (MODG). While the Strait of Canso is home to a wide variety of landowners and port facility operators, all of whom can bring valuable insight and expertise, it was decided to design the (PSC) this way for the following reasons:

- To make effective decisions, it was agreed among the funders that the number of people on the PSC should be as low as possible;
- The funders recognized that while private industry would bring value to the PSC, it would be difficult to choose one entity over another which would result in too large of a PSC. Industry perspectives have been captured through stakeholder engagement and reviews of draft versions of the report instead;
- The Strategy for the study is based on an unbiased review of infrastructure and its readiness to support the emerging green energy industries in the Strait. As such, it was decided that to avoid possible conflicts of interest, entities owning and operating infrastructure should not be included on the PSC; and



- The Strategy encompasses both sides of the Strait of Canso. It was therefore deemed vital to have representation from the mainland side on the PSC as well, which is the reason for MODG's inclusion.

The Strait of Canso has a long maritime and industrial history and is well-positioned to accommodate all phases of onshore and offshore wind deployment, green fuels production and other renewable industries.

The competitive advantages in the Strait of Canso include the availability of green and brownfield sites with hard surface areas ideal for extensive bearing capacity, industrial parks, and a significant existing multi-modal transportation hub complete with an ice-free, deep-water port with favourable proximity to Europe and the Eastern Seaboard of the US, airport, railway and TransCanada highway road connections.

Port and industrial infrastructure in the Strait is owned and operated by many different entities from both the private and public sectors. As the emerging green energy industries expand in North America, many of these assets can be utilised and/or repurposed to provide support for the needs of both onshore and offshore renewable projects.

The following report outlines the results of the consultation and research completed to support the opportunities pertaining to port and industrial infrastructure development in the Strait of Canso.



# Background

WESI has performed specialty work for oil and gas projects around the world for over 20 years. More recently, studies have been completed in the renewable energy sector related to ports and infrastructure, floating wind foundations, oil and gas decarbonization, and hydrogen opportunities. Operationally, WESI's portfolio includes marshalling and inspection services for offshore wind components. Attending and speaking at wind conferences in Europe and the United States has enhanced the understanding of the industry and provided key contacts for technical support. The knowledge gained from these activities in the renewable space has provided a solid foundation to support numerous renewable activities such as this port and infrastructure study.

The Strait of Canso has and continues to support various industrial activities and firms. Lands near the deep water were designated as heavy industrial and have had long standing industries operate in the area. Even with the success of attracting and maintaining these industries, there remains undeveloped waterfront and lands which could be utilized to support additional industry activity including in the renewable space.

As the renewable energy industry – in particular offshore wind – has thrived in the rest of the world, Canada (and Nova Scotia), have begun to prepare policies to support the local industry. The Province of Nova Scotia released a roadmap in 2023 to outline the strategy to pursue renewable energy projects. The second module of the roadmap was released in mid 2024 outlining focus areas of supply chain and infrastructure. Federal (and mirroring Provincial) Regulations were enacted in late 2024 and the first seabed leases for offshore wind in Nova Scotia are also expected to be offered in 2025. The momentum surrounding (offshore) renewable projects is building which opens opportunities for the region to realize.

In addition to this work, there are other studies which have been completed or pending which help assess the capabilities of ports and infrastructure throughout Nova Scotia and the Atlantic Provinces. Invest Nova Scotia performed a review of Nova Scotian ports in 2024 on behalf of the province but is currently not available for distribution. Net Zero Atlantic has also commissioned a study, inclusive of the Atlantic provinces to be completed in Q2 2025. This is to assess port infrastructure availability in Atlantic Canada and the necessary infrastructure upgrades to serve the emerging offshore wind (OSW) industry for both fixed and floating wind. Aecom has also led a study on establishing a Center of Excellence for Offshore Wind which looked to envision what is needed to support development locally as well as potential expertise which could lead to international opportunities for local industry players.

These and other work being done by industry are working towards an understanding of capabilities throughout the region and identifying opportunities for investment in the renewable sector to support Canada and abroad.

The Strait, with its industrial background and available space and capacity has continued to pursue interest in becoming a significant player for Canada's renewable industry development. Outside parties are also inquiring about the possibilities which the Strait offers to support various renewable energy opportunities. The information in this study provides a detailed review of the Strait, bringing together the industry needs with the abilities of the Strait.

## History of the Strait and Industrial Opportunities

There have been several detailed studies which have examined the Strait of Canso with respect to (then) current and potential industrial opportunities to pursue for the area.

One report of note is the 2010 Aecom report, "Strait of Canso Superport Master Development Plan," [1]. There were several key points which were studied and commented on as potential marketing of the Superport.

1. Coal transshipment – accepting barge shipments of coal from Sydney, and then loading onto large carriers for international export.
2. Transshipment terminal for bulk cargo into the Great Lakes region.
3. Oil and gas operations base - supporting offshore Nova Scotia oil and gas production and exploration.
4. Liquid bulk Petroleum Terminal.
5. Melford container terminal – establish a greenfield terminal site at Melford, Move cargo to central Canada via rail and away from congested Halifax corridor.

Due to several factors, the coal export and transshipment opportunities did not materialize.

With regards to the oil and gas operations base, the winding down of operations off Nova Scotia meant that activity is no longer taking place, and the Strait had limited activity during the operations and decommissioning phases.

Liquid bulk terminal activities are taking place in the Strait, while another planned project has morphed into production of hydrogen and ammonia, on a previously permitted site, tying the production to onshore and offshore wind development.

Container terminal operations were and are still an opportunity under study for the Strait. This activity has the potential to couple itself with the emerging wind industry. A multi-use option could help be a key component in bringing the container terminal concept to realization. As this is a greenfield development site, it has the potential to optimize the layout to efficiently support multiple industries.

# Overview & Methodology

**WESI's approach to the study was broken into four phases: Research, Outreach, Assessment & Analysis and finally Report Preparation and Delivery.**

Initially, with the supporting documentation from the RFP package and other sources, a review was performed of the Strait area. Several studies have been carried out over the past 20 years, examining what opportunities existed at the time as well as emerging or potential industries or businesses. These studies were helpful to set the scene and understand areas which have been successful and others which did not materialize for assorted reasons. In addition to the provided documents, other studies and reports were reviewed to supplement knowledge of the area, enhance information related to hydrogen developments and research of ports from other areas which support renewable energy industries.

## **Strait of Canso Background**

Previous studies of the Strait area have been performed to look at infrastructure and seeking opportunities to expand the capabilities of the Strait. A review of these and other reports on the Strait was undertaken. These documents outlined some of the history of the Strait's development and past projects as well as those projects which were proposed. Some of the proposed projects were not developed or to the extent which was anticipated, and this research helped bring context to the impacted projects.

In general, the local government support and planning for large projects has been consistent. The Point Tupper industrial area was established by Richmond County for those industries which would most benefit from the water access and many of the industries in the immediate vicinity of the harbour are utilizing the water for their operations.

The light industrial parks were developed further from water access as the requirement is lower for those local businesses. These are home to many local businesses which service the area. There are additional municipal lands which are available to develop more industrial park space to support industry as required.

## **Stakeholder Engagement Outcomes**

Outreach was a significant scope of work and critical to the project. The discussions with stakeholders in the Strait area provided background of sites and industrial operations, demonstrated the level of knowledge of renewable energy projects, discussed possible upgrades to sites (whether renewable energy related or not), and potential effects on the Strait area in general. Topics included the strengths and challenges which exist as well as what large scale developments could mean for the towns and villages in the area. How stakeholders saw their potential role in renewable energy development and what it may mean to their future.

Overall, stakeholders who were engaged during this study were open with their thoughts and information which added significant value to this report. Local history, potential development plans and ambitions for the future of the area were all taken into consideration in compiling results and recommendations for the Strait.

The stakeholders were separated into three large groupings, Municipal/Government, Port owners and Other Stakeholders, with a base template/questionnaire prepared for each group. However, as all contact was one on one, there was freedom to explore many areas during the discussions. The main themes which were explored with each group are noted in Table 1.

<b>Municipalities</b>	Their needs and potential plans for renewable energy projects
	The infrastructure status and ability to expand as renewable projects begin in the region.
	Available support for renewable projects, either land or offshore. State of industrial parks and other lands.
<b>Port Owners</b>	What are the site's key characteristics? Water depth, length, laydown area, etc.
	What is current activity at the site?
	What are plans if any to support renewable energy development?
	What are their capabilities and capacities to play a role in the development?
	Are they a potential consumer of renewable energy – clean electricity, hydrogen, or ammonia?
	Are there synergies with other local development, decarbonisation, and energy production/consumption?
<b>Other Stakeholders (public, small businesses)</b>	What are general opinions regarding renewable energy projects and possible development in the area?
	How might they support renewable energy development?
	What are their capabilities and capacities to play a role in the development?

**TABLE 1: STAKEHOLDER THEMES**

There were a few stakeholders who were contacted but were unable to arrange participation in the study. Stakeholder participation was maximized by reaching out via direct meetings, phone calls and web-based discussions to accommodate the greatest number of participants. The preference was to conduct face to face interviews, and this was done in about half of the cases.

It was imperative to obtain as much information as possible directly from stakeholders in the community. An initial list of parties was identified by the steering committee while others were added as the study progressed. The expectation was that direct, accurate and timely information would be used for the assessment. To help with the data collection, it was planned to send questionnaires to the parties and follow up to help drive participation. After collection of the information, one on one interviews would be planned in person.

This approach was considered to minimize the in-person time required by the parties and give some flexibility in completing the background information. By having the baseline information available, WESI could also tailor interviews to probe information that was incomplete and/or focus on areas of interest to delve deeper in specific topics. However, as this process was being developed, it was recognized that the scope of study was not well known to many of the identified stakeholders. There was also a risk of limited response from some parties or lack of interest in the subject leading to little benefit when it came to the interview sessions. Because of these concerns, the questionnaire was not sent out to participants. Instead, individuals were contacted to arrange in person interviews, with the questionnaire used to guide the interview process. This proved to be an effective means of information gathering.

### **4.3 Port Review**

As this consultation was ongoing, another important component of the study was also underway. This was a scan of ports outside Canada which have adapted or are transitioning to support renewable energy developments. The review included locations in the European Union countries, the United Kingdom, and the United States.

Research into foreign ports was performed to understand what actions were taken by some of these ports and communities to redevelop existing port areas which previously supported other industries. WESI looked at what ideas were taken to future proof their assets knowing the size and scale of offshore components are increasing and a look at spin off industries and other indirect employment which support the new port activities. Also understanding the role of power to X in the life of the port – from production to storage to utilization within and surrounding the port and its impact on potential opportunities for an area. The review was important to forecast the potential of the Strait, and the effort needed to become a significant part of the industry. Refer to Sections 6, 7 and 8 for the results of the local and international port review.

The review also noted the costs which have been allocated or planned to undertake either modifying existing ports or constructing new facilities to support offshore wind. These projects provided an indication of costs to make areas of the Strait ready for offshore wind. It is important to note that changing economic conditions and project timelines can play a major role in cost escalation.

#### **4.4 Analysis**

The analysis phase looked at all factors which were studied to provide a series of recommendations. Combining the background information on the Strait of Canso, information gathered from stakeholders and the international port study, scenarios were examined as to how the Strait may position itself to support renewable projects.

Areas of focus during the analysis were:

- Current assets of the Strait area
- What is needed to support onshore and offshore wind and hydrogen/ammonia developments, now and in the future?
- Estimated timeline and types of projects which could occur?
- Proposal for which could be pursued by the Strait.

The existing assets within the Strait were summarized (Section 7), to provide a picture of the current infrastructure. The specifications and activities taking place, including number of vessels calling on each port, and the infrastructure in the immediate area. Research into ports and regions outside Canada who are currently supporting renewable energy projects was also compiled. This provided insight into what port infrastructure is needed today and how they have prepared for the next generation of renewable energy projects.

Looking at the characteristics, layouts and capabilities of these foreign ports, a summary of requirements (Section 6), was developed which was used to identify potential activities which could occur at sites on both sides of the Strait.

Projected timelines (Section 10), for when projects may occur both onshore and offshore were developed which factored into the development activities which should be given priority. The multiple individual land (and water) rights holders and several government owners in the area and the influence of onshore wind, hydrogen and ammonia, and offshore wind potential means there is a variety of possible development scenarios (Section 13), which the Strait could pursue.

# Renewable Energy Opportunities

**Because of the tie between climate change, energy from wind turbines, grid stability and energy storage, there is a larger, more complex opportunity to deliver some of the energy needs for Nova Scotia, Canada, North America and Europe in the Strait area.**

These opportunities have been discussed over the past few years and show potential to transform the local energy mix and impact the long-term prosperity of the Strait region.

## 5.1 Onshore Wind in Nova Scotia

Commercial onshore wind development in Nova Scotia began in 2005 with the installation of 17 turbines, providing a combined capacity of 30.6 MW [2]. Since then, the industry has grown steadily. Today, there are about 300 land-based turbines, with generating capacity of approximately 600 MW. [3] As renewable targets increase and with the advancement of hydrogen/ammonia for export, the onshore wind market has exploded. Announced project plans which anticipate deployment in the next 7-10 years dwarf existing wind farms in both turbine size and overall capacity.

The largest of the proposed wind farms are noted below with values extracted from project documents. However, there are several smaller projects pending approvals and could also utilize the Strait for equipment importing. The larger proposals total more than 3,600 MW of land-based wind power, utilizing approximately 800 turbines of 6+ MW capacity each.

- PHP Wind – 168 MW (24 turbines)
- EverWind Phase I – 650 MW (+/- 100 turbines)
- EverWind Phase II – 2,000 MW (404 turbines)
- Bear Head Phase A – 500 MW (100 turbines)
- Bear Head Phase IB – 500 MW (+/- 100 turbines)

\*Note: Bear Head Phase II (1,200 MW) may come from offshore wind

Most of these turbines are proposed for Guysborough County and area, to support Power to X production in the Strait of Canso. Where possible direct connection to the hydrogen and ammonia producing facility may be used. Some of the initial farms will be located a distance away so they will tie into the electricity grid to ensure green energy is used to produce the hydrogen/ammonia.

To support potential farms in the proximity of Guysborough County and Town of Mulgrave, the components required are noted in Table 2. There is one smaller wind farm which has identified a potential site on the Cape Breton side of the causeway, but the larger scale projects announced to date are on the mainland.

Total Capacity	# Turbines, Towers*	# Blades*
1 GW	143	429
2 GW	286	858
3 GW	428	1284

**TABLE 2: WIND TURBINE COMPONENT NUMBERS VERSUS WINDFARM SIZE**

\*Assumes 7 MW turbines

As can be seen from the proposals, these farms constitute hundreds of components required to construct these turbines. They will need to be transported via roads to final location and most of the pieces will arrive via ports. Current project schedules have these occurring over a 4-5 year time span which alleviates some potential congestion at the port. However, as Mulgrave Terminal is the ideal location for many of these pieces to arrive, a solution for temporary storage offsite will be needed. Storage sites have been identified and the amount needed will depend on equipment deliveries and project schedules. There would also be ongoing maintenance activities which may require replacement components over the life of the project. In addition, some of the ancillary electrical equipment (transformers and control buildings/e-houses) will also be very large and also require the same infrastructure for transport.

Roads around wind farm construction need to be evaluated (weight bearing capacity, grades, and turning radii), to ensure they can handle the proposed equipment deliveries. Due to the weight of the components - particularly the nacelles - there are concerns regarding potential damage to roads and equipment. Mitigations need to be implemented during transport to spread loads, perform upgrades to roads prior to moving the heavy loads, or complete repairs after activities have finished. Timing road transport to avoid times when roads are more susceptible to damage (spring thaw), is important to reduce damage.

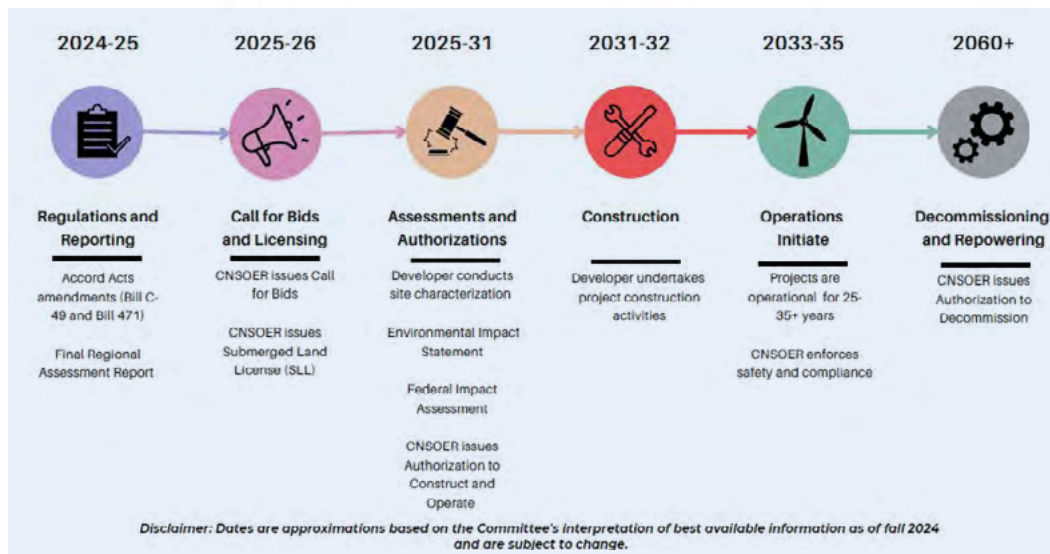
The construction and operations of the onshore wind farms will build industry knowledge and the local supply chain. Handling and installation procedures as well as day to day and major maintenance/repair work will strengthen the ability of the Strait to support all types of renewable projects. As the offshore developments start to progress, lessons from onshore farms will assist the workforce in understanding the roles needed and the skills required to become a part of the industry.

## 5.2 Offshore Wind Development

Offshore wind projects in Nova Scotia waters will take time to begin operations. Regulations for the offshore activities and establishing oversight authority were completed in 2024. Seabed leases are anticipated to begin in 2025.

Using other jurisdictions as analogies, wind farms operations typically commence production about 8-10 years after a seabed lease has been awarded. This timeline is associated with seabed surveys, environmental monitoring, regulatory approvals, engineering, and financing activities. Figure 5 notes a typical lifecycle of windfarm development. Thus, turbines generating energy in Canadian waters may occur in the 2033-2035 timeframe.

As construction cycles occur 1-2 years before operations, ports and the supply chain should be ready to support Canadian offshore wind by the early 2030s. Should lease auction timelines delay, construction and other timelines will reflect those changes.



**FIGURE 5: APPROXIMATE TIMELINE FOR OFFSHORE WIND DEVELOPMENT IN NOVA SCOTIA (4)**

The amount of the potential production from the leases and where they may be located is also unknown at this time. The Draft report from the Regional Assessment being led by Natural Resources Canada (NRCAN) has suggested up to eight potential development areas (PDA) off the eastern and northern coast of the province. There is no confirmation if lease auctions will be confined within these areas or additional areas may be identified.

The eight PFDAs are broken into two group; Tier I and Tier II. The Tier I areas have had more study during the RA process and are identified as potentially lower conflict areas. The Tier II areas require additional work and are recommended to be deferred for potential later auctions. The identified PDAs are a mix of fixed (23%) and floating (77%) locations between three floating and two fixed bottom sites. As fixed bottom technology, cost and supporting infrastructure (vessels, supply chain) are more mature, it is most probable that fixed bottom commercial scale wind farms will precede floating farms. This means that the Strait area should prepare for fixed bottom windfarm construction and operations and how it can be supported locally.

Regardless of where initial lease sales are targeted, it is well known that offshore Nova Scotia holds some of the highest and most consistent winds in the world which is an extremely attractive opportunity for wind developers for many years to come.

An aspect for wind farm developers to address is the distance from shore where the fixed bottom windfarm locations are proposed. The fixed bottom farm PFDA's identified off NS are all located approximately 200 km from shore. This means construction and operations costs will be much higher than projects located closer to shore. For example, Vineyard Wind off the Massachusetts coast is approximately 55 km from the mainland.

The other significant challenge for Nova Scotian offshore wind which differs from the United States and most areas in Europe is the limited local market for renewable energy. Therefore, wind developers must ensure offtake for the energy produced. In the case of Canada, hydrogen and ammonia production is the enabler for these large-scale projects to proceed and find a market.

### **5.3 Hydrogen and Ammonia Development**

As noted in the Hydrogen Ports Initiative analysis [5];

“In order to deliver meaningful amounts of hydrogen to the EU, not only will Canada need to construct large-scale renewable hydrogen projects, but Canadian ports will also need to rapidly expand critical infrastructure required to handle hydrogen.”

“Currently, no Canadian ports have existing infrastructure to handle hydrogen and derivatives for exports without substantial infrastructure upgrades. Numerous Eastern Canada ports are working with potential hydrogen export proponents to determine the feasibility for future hydrogen export, as well as investigating their potential for bunkering of hydrogen as a marine fuel.”

#### **5.3.1 Projects**

As previously noted in the onshore wind description, there are hundreds of land-based turbines proposed in Guysborough and surrounding areas to deliver green energy for hydrogen and ammonia production in the Point Tupper area. Both EverWind and Bear Head have initial permits in place for their facilities and are progressing their developments. These are multi-staged plans to scale up both wind energy projects and hydrogen/ammonia production.

To deliver this energy to site, a key upgrade required is the transmission lines leading to Point Tupper from the mainland side of Nova Scotia. To minimize disturbances, there should be alignment between the hydrogen/ammonia developers and NSP when corridors are designated for these high voltage lines. Projects will benefit from sharing routing and capacity where possible and minimize disturbance to forests and waterways. A further consideration of these high voltage lines is the potential to create air gap restrictions when crossing the Strait. This must factor into the planning of the connection as it is important to maintain flexibility of the ports by not introducing possible conflicts. Subsea cables can also be considered to limit restrictions.

### 5.3.2 Port Requirements

Hydrogen and ammonia production is planned for sites in Point Tupper. For these facilities to be installed and become operational, there are dozens of large components which need to be delivered to site. Because of the size and weight of these components, they are not able to be moved across the Canso Causeway bridge. They will need to arrive in Point Tupper by water. There are also road limitations which mean an ideal solution is to limit on land transport of the components. Two potential options are:

#### **1.0 Land the component at Mulgrave Terminal, load onto barge and move to Point Tupper.**

This could help meet timelines as mostly existing infrastructure can be used. A challenge is that it involves more handling of each piece (2 x lay down and 2 x lifting operations), which is less desirable. As well, a solution is still needed on the Point Tupper side of the Strait once the components arrive via barge. This could potentially be at Cabot Gypsum or PHP sites, or a new build but this requires further analysis. Work would need to be done to ensure handling capacity at both ends was sufficient for these large and heavy components. This could present some challenges to this scenario.

#### **2.0 Build a wharf/dock facility (near destination), capable of receiving these large components.**

This scenario has the benefit of the components being handled only once while offloading from the vessel and could be located close to the installation site to minimize travel over land, and reduce interaction with power lines, signs, posts, or other concerns.

Bear Head has completed the permitting process and have approvals in place for their facilities for both ammonia loading and the material offloading facility needed for hydrogen equipment delivery.

One of the drawbacks of the permanent facility in Point Tupper is timing. Permitting and construction are potential roadblocks to establishing a permanent facility for the planned Phase I of EverWind's plant although it is expected this can be achieved.

A consideration for the purpose-built dock to support hydrogen and ammonia equipment importing is that it will be designed and heavily utilized during the construction phase but will not be needed in the same capacity between these plant expansion stages. To help offset costs, there is an opportunity for these wharfs to become a common port for other industrial users of the Strait.

Finally, both EverWind and Bear Head will have similar needs during construction phases. Therefore, if each Developer were to take this same approach, two docks would be built which would only have high activity level during expansion stages. Much lower usage is expected for long periods opening the facilities to support other users.

### **5.3.3 Hydrogen Use in the Area**

If hydrogen production develops in the Strait as predicted, there is an opportunity for local off take by existing businesses to convert some processes to hydrogen and for other users who may be attracted to the area based on availability of hydrogen. Local industry who may benefit are NSP Point Tupper, PHP and Cabot Gypsum. These are all high energy users with potential to convert or supplement their processes to use available hydrogen as a blended fuel or potentially to displace other carbon intensive fuels.

Another local use for hydrogen is decarbonization efforts for local heavy-duty transport or service vessels (tugs, pilot vessels, etc.). Because of the limited travel for the vessels, a hydrogen refueling station in the Strait could be a solution to convert these vessels. Supplying shore power from windfarms or using windfarms and a supplement of hydrogen generated energy is beginning to take place in ports around the world as they adjust their local uses to help reduce carbon emitters in their ports. The Strait would be suited for this as well given the wind capability and local hydrogen production.

Chemical processors or other may also consider the Strait area if hydrogen was readily available. NetZero Atlantic is currently supporting a study of potential industries which could benefit from Atlantic Canada's hydrogen production. The study involves three of Nova Scotia's largest manufacturers – The Shaw Group LTD, Port Hawkesbury Paper LP, and Michelin North America Inc. The study aims to investigate the feasibility and the GHG emission reduction potential of using hydrogen in industrial process heating within Nova Scotia.

### **5.3.4 Hydrogen Export**

The goal of hydrogen production in the area is to export ammonia to support European nations in the desire for energy security and decarbonization goals. To accomplish this, export facilities need to be in place including required Federal permits. As EverWind currently exports petroleum products it has established methods and infrastructure. However, the export jetty needs modifications to carry ammonia and environmental and safety plans need to be revisited for potential changes.

Likewise, Bear Head is planning for the export of ammonia to EU countries. In the case of Bear Head, there is no existing infrastructure which can facilitate this export. Therefore, an export jetty and vessel mooring solution would be needed for the site. Designs for this jetty have been approved by all levels of government.

Because of the proximity of the two projects, it would be beneficial if synergies could be explored which would lower the overall project costs and reduce the duplication of port and utility infrastructure.

## Requirements for Ports & Infrastructure

**There are very large investments needed to bring a new port online or to redevelop an existing port to meet the requirements for renewable energy projects. The size of onshore and offshore wind equipment and associated vessels continues to grow, which means fewer ports will be capable of supporting projects. Understanding the requirements of today and what they may be in the future is key to identifying opportunities for areas like the Strait. The wharf and land requirements, water depth, and services needed to support renewable projects require careful consideration prior to developing an area.**

In determining how the Strait can support renewable energy projects, it is important to understand what is needed for a potential role. Nova Scotia onshore wind, Canadian offshore wind, fixed and floating, US offshore wind projects and local hydrogen and ammonia production are all potential opportunities for the Strait area which require different supporting elements.

Depending on the roles which may occur in the Strait, there are multiple scenarios which may be possible. For example, supporting fixed bottom offshore wind farm construction has very different requirements and timelines than floating offshore wind turbine construction, and operations and maintenance.

Onshore wind projects utilize smaller turbines compared to offshore wind, with some components being manufactured and delivered to site via road or rail, although ports can play a vital role in receiving components for many of the land-based projects planned for Nova Scotia. Offshore wind farm projects are at a much larger scale than land based. To deliver an offshore wind farm, components are manufactured near a port for transport to European and United States projects. Most components are presently being built in Europe with some coming from Asia. The completed pieces are moved from the manufacturing site via heavy lift transport vessels and delivered to a marshalling port closer to the installation site. These components may stay at the marshalling yard for many months depending on the project timelines and manufacturing schedules. Eventually an installation vessel or barge takes the components offshore to the wind farm site in Canada or the northeast United States. This installation process may take place in one season (approximately April to December) or may happen over multiple seasons depending on size of farm and installation efficiency.

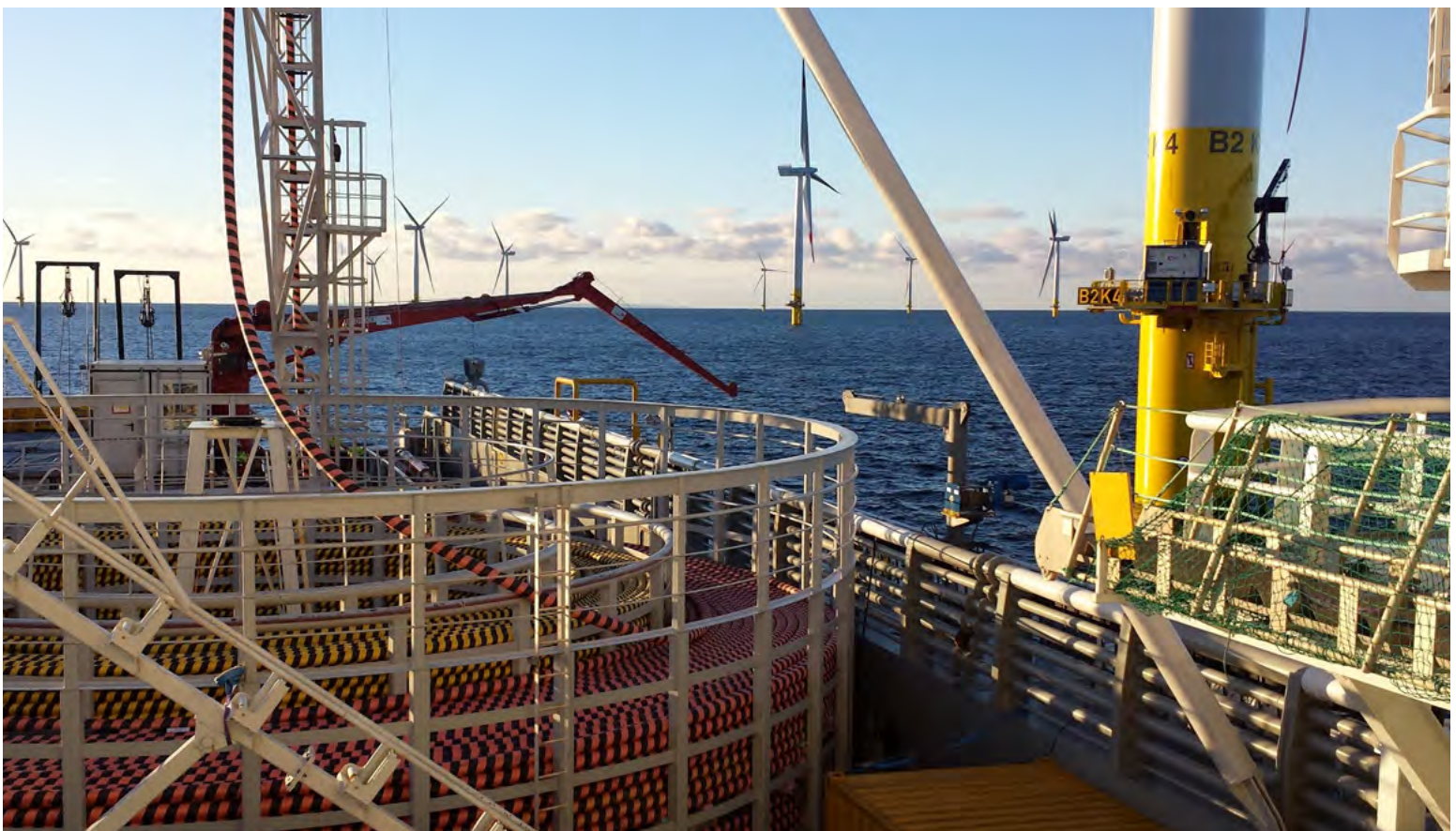
## 6.1 Port Specifications

The trend of larger and heavier components and higher capacity wind farms (more turbines) is not slowing down which puts increasing stress on manufacturers and limits options for their location. It also makes it more difficult for ports to provide the space, water depth and bearing capacities needed for today and the future.

Even today's requirements mean that some ports are not able to adapt and take advantage of the opportunity that offshore wind farms offer. These needs will only grow in the years to come. For example, in the USA in particular, air gap restrictions can prevent some of the vessels needed for turbine installation from calling on a port. Property development of port lands over the last decade for commercial or residential use may restrict areas for component manufacturing or storage. Water depth at the dock can prevent the vessels from being able to load/unload and older docks typically do not have the load bearing strength nor area to move components on or off vessels efficiently.

The key question for facility owners to answer is to know what the infrastructure can do. Facility owners / operators must be ready to provide detailed technical information supporting potential activities at their facility. A complete technical package of information will need to be produced to determine suitability of the site for supporting activities.

As this work includes engineering, data collection, site inspections and analysis; it must be conducted in advance of pursuing potential port activities if opportunities are to be realized.



Examples of technical information package:

- Structural design and engineering details of the facility and laydown yard
- Detailed seabed bathymetry and composition
- Electronic CAD files and site survey data
- Site history and portfolio of previous activities
- Renderings or models of potential equipment offloaded or stored onsite

A concern with older infrastructure is that site conditions are not always well known. Drawings may be out of date, settling of caisson fill may decrease strength, testing of components like bollards may not regularly occur and even the water depth may be affected by sediment build up. This lack of dependable, up to date information could mean a missed opportunity for a port which cannot provide evidence of suitability to marine warranty surveyors or wind developers.

The US has been increasing capacity to support their fixed bottom wind farm developments via their ports and manufacturing facilities on the eastern seaboard. However, components have also been offloaded and stored in Atlantic Canadian ports due to availability and the US Jones Act (also known as the Merchant Marine Act of 1920), which limits foreign vessels working in US ports. The trend to use Canadian ports is likely to continue until the US supply chain is able to support their projects. An unknown for Canadian ports is that timing of projects is not well defined. Marshalling activity has occurred at ports which were ready to accept components, sometimes with short timelines. This trend may be something which needs to be considered – that long range plans for equipment storage is not necessarily how projects unfold. Decisions with short timelines are sometimes needed as projects evolve, leaving available ports as the only options.

All these factors require wind developers and investors to search the globe for viable port solutions to support today's and tomorrow's wind farms. It is also typical that one port may not be able to do everything required to support a wind farm installation which leaves activities spread amongst several ports. This division of work can be beneficial to the overall installation of a wind farm by providing a degree of risk reduction and minimizing simultaneous operations at one port which may cause congestion.

For ports, the opportunity to participate in wind farm construction, operations, and eventual decommissioning increases with the separation of components, as even small ports may be able to fulfill a role. For example, operations and maintenance requirements on a port are much less than other tasks. These ports can play a vital and long-lasting role in the life of a wind farm even if there are limited laydown areas or a shallow draft.

When reviewing the Strait (or any area), it is important to keep these factors in mind. Some ports will be able to handle aspects of renewable energy development with a range from small to a major investment while others may not have a role.

## 6.2 International Port Review

Looking at ports in other areas of the world, and how they have modified existing infrastructure, or added to the port to support wind energy projects gives an indication of what infrastructure and support is needed. These specifications shown in Table 3 can be overlaid in the Strait to help envision what may be achievable, and to identify barriers to some options.

Fixed bottom wind projects are constructed offshore; therefore, the port requirements are for temporary storage of equipment needed to construct the turbines. Installation vessels call on the ports in sequence as equipment is needed, for monopiles, cables, transition pieces and towers, blades and nacelles. For this reason, having staging ports with only some components is routine and can allow smaller port areas to contribute to the industry.

There are ports around the world which are presenting a model of an 'all-in-one port' for floating wind, performing all activities from construction of foundations to assembly, commissioning and ultimately installation. Wind developers and floating foundation designers understand the requirements of this type of port, and the limited number of places where this is possible. There is also potential risk of locating all the activities in one area. There is potential to complicate the port activities by trying to do too much versus being very efficient at certain phases of the process, and then moving components to another suitable location for next stages of construction, assembly, or testing.

Ports in both the United States and Europe were scanned for examples of the various layouts and type of support they provided to renewable (typically offshore wind) projects. The ports, supporting offshore wind, which were examined in more detail as part of this study include:

Hull, UK

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Blyth, UK

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Seaton, UK

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Nigg / Cromarty Firth, UK

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Dundee, UK

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Barrow-in-Furness, UK

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Aberdeen, UK

---

Dalsøyra, Norway

---

Pikkala, Finland

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Rostock, Germany

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Aalborg, Denmark

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Esbjerg, Denmark

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Grenaa, Denmark

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Rønne Haven, Denmark

---

Ostend, Belgium

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Cherbourg, France

---

Saint-Nazaire, France

---

Aviles, Spain

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Bilbao, Spain

Fene, Spain

Rotterdam, Netherlands

New Bedford, USA

## 6.2 Fixed bottom Windfarm

For a 1 GW fixed bottom foundation windfarm utilizing today's equipment, approximately 67 turbines each with 15 MW generating capacity would be needed. As turbine and farm sizes are still growing, the estimates in Table 3 provide an example of the range of dockside requirements and land use based on expected dimensions for 22 MW units to help ensure development is future proofed.

Component	Space Requirements (acres)*	Quayside Bearing Capacity (t/m <sup>2</sup> )	Quayside Water Depth (m)	Equipment Sizes (each item)
Monopiles	20 - 30	25 - 50	12 - 14	100m x 10m Dia
Transition Pieces	7 - 10	25 - 50	9+	25 - 30 m tall x 8m dia.
Blades, Nacelles & Tower Sections	30 - 40	25 - 50	6 - 9	Blades - 130 - 140 m Nacelle - 25 x 12m Tower - 30m x 10m x 4 pieces
Cables	6	25	6 - 9	Carousel 20-25m dia.
O&M	2-5	25+	5 - 9	Day to day O&M vessel will need minimum draft. Larger vessels bringing components for dockside repairs = more space and deeper draft.
Transportation Corridor	3-6			Depending on shape and size of site and component received. For transportation corridor, roll-on roll-off activity, and general port functions.

TABLE 3: FIXED BOTTOM WIND TURBINE COMPONENT – LAYDOWN YARD LAND USE REQUIREMENTS, 1 GW

Note: \*The storage method for components will impact space requirements. For example, Monopiles stored on purpose-built shipping cradles will need a much smaller footprint than if they were stored on gravel berms.



FIGURE 6: FIXED BOTTOM PORT, SOURCE: ABLE, UK

Approximately 50-80 acres of level land with excellent drainage and as much as 12m draft would be needed for a port to fully support a 1 GW fixed windfarm installation. This includes laydown, transportation corridors, offices and assumes all the components from monopiles to tower, nacelles, and blades. These components would be manufactured elsewhere and staged at the port for installation.

### 6.3 Floating Offshore Windfarm

There are two main scenarios for construction of floating wind turbines. In one, fabrication and subsequent work occurs on site. The other involves fabrication happening at an alternate site with partially or fully constructed units brought to a local port. In either case, turbine integration activities occur at a port close to the windfarm location.

Floating Offshore Wind Ports have greater requirements than a fixed bottom wind farm of the same capacity. From a port perspective a floating wind farm has more construction activity conducted on land adjacent the wharf (or nearshore), than for fixed bottom which requires large, specialized vessels to conduct all the installation operations offshore at the site of the farm. However, the increased capability of floating ports comes at a higher cost to construct. One of the key decisions for a floating offshore wind project is the floater foundation/hull design. This is chosen based on several key factors including cost, technical capability, constructability, and operations and maintenance considerations. The floaters are typically made of steel or can be made from concrete. The choice of materials is driven by cost and capability of supply chain.

To support installation of floating wind farms there are several types of activities which may take place at the ports. Each of these need large areas and equipment to perform the tasks. For floating wind, some of the needs are Integration, concrete facility, steel/concrete assembly

location as well as a port for component receiving and handling. The port may also be designed to handle major maintenance should a floating unit be towed back to port for repair (blade, nacelle) or else the turbine assembly may go elsewhere.

The style and design of the floating turbine foundation will set some boundaries for minimum specifications required of a port. The dimensional requirements of a port for floating wind are typically larger than for fixed bottom turbines but if both use cases are taken into consideration during design stage, it is possible to support either scenario during the life of the port.

Looking at requirements for floating wind ports, it is important to outline the intended use case and ensure that it can support those activities, and where possible, should be designed to future proof the area, anticipating that larger and heavier components will be used and that deeper draft vessels will need to call on the port to maintain it as a viable option. Finally, there should be consideration of different floater styles (semi-submersible, barge and tension-leg platforms), and needs when determining the port layout and specifications.

For a steel based floating platform, Table 4 notes components and a range of space requirements. These values represent estimated requirements for future turbines up to 22 MW, but it is unclear when the turbine size will peak.

Component	Space Requirements (acres)	Quayside Bearing Capacity (t/m <sup>2</sup> )	Quayside Water Depth (m) <sup>[1]</sup>	Equipment Sizes (each item)
Nacelle Blades Tower Sections	30 - 40	25 - 50	6 - 9	25 × 12 × 12 m high 130 - 140 m 35 - 50 m tall x 6-8m dia. x 4
Crane for Floating Installation	2 - 4	50	6 - 12 +	+1000-ton lifts at 150m+
Cables	6	25	6 - 9	Carousel 20-25m dia.
Anchor and Mooring Chain	10	25	6 - 9	Upwards of 8 sets of 175mm chain x 800m and 50+ ton anchors
O&M	5-10	25	5 - 12 +	Day to day O&M vessel will need minimum draft. Type of major equipment repair will determine maximum requirements.
Foundation	15 - 30+	25 - 50	12 +	80 m x 80 m

**TABLE 4: STEEL FLOATING WIND TURBINE AND FOUNDATION - LAND USE REQUIREMENTS, 1 GW**

[1] Water Depth refers to vessels offloading components to the dock for later installation.

Ports designed to manufacture concrete floating foundations, will require a large footprint for the concrete manufacturing portion as well as for the foundation construction. Weights of these floaters tend to be much higher than steel design (5,000 t for steel versus 20,000 t range for concrete), so the quayside bearing capacity and launching mechanism (submersible barge, slipway), must be carefully selected to accommodate these needs. Tower and blade/nacelle integration is similar for either steel or concrete designs so the same laydown areas and crane capacities will be required for those tasks. The cranes needed to install the nacelle and blades are some of the largest ring cranes available today. Figure 7 is a representation of what a floating wind port could look like.



FIGURE 7: FLOATING WIND PORT, SOURCE: MARINE ENERGY WALES

#### **6.4 Operations & Maintenance**

With the construction of an offshore wind farm complete, the longest phase of its lifecycle takes over – the operations and maintenance (O&M) stage. This may last 25-35 years and will depend on the planned service life of the turbines and any service life extensions which may be granted. The method of support for the O&M phase is impacted by the foundation type (fixed bottom versus floating) and in the case of floating, potentially by the design of the floating unit. The facility design is also affected by the type of O&M carried out, whether it is routine work, or if major repairs can be conducted locally.

Shore base support for fixed bottom wind farms consist of a port which the vessel can call on, and stage equipment nearby for small maintenance operations and amenities such as fuel,

water, and skilled labor. Larger replacement components required for major repair (blades, gearboxes) will not generally be stored locally as specialized vessels are needed. An O&M base in the UK is shown in Figure 8.

For floating wind farms, there are similar O&M vessel requirements as for fixed bottom farms but with added potential need to tow the structure to port for a major repair solution in sheltered waters. This is due to motions between the vessel and floater which may make this type of work too complex or hazardous at sea. The port required for these repairs needs to have deep draft of 12m or more, sheltered waters, an area for large components and a large crane available to complete these major repairs. The tow distance with the floater is also a factor as to where it can be moved for major repair, with the closer to the offshore farm the better.

In both fixed bottom and floating O&M scenarios, the location of the windfarm relative to the onshore support base will dictate the vessel types which are used for servicing.



FIGURE 8: O&M PORT, SOURCE: OCEAN WINDS

## 6.5 Potential Development Areas in Nova Scotia

The ongoing Regional Assessment of Nova Scotia's offshore has released a draft final report and with it, eight potential development areas, five designated as Tier I and three as Tier II. Tier I locations have been recommended for immediate consideration while Tier II locations require additional investigation or engagement prior to making a determination on suitability. Figure 9 and Table 6 show the locations of these potential areas as well as approximate distances to Point Tupper. Note that Sable Bank and Middle Bank cover nearly all of the fixed bottom locations identified in the report.

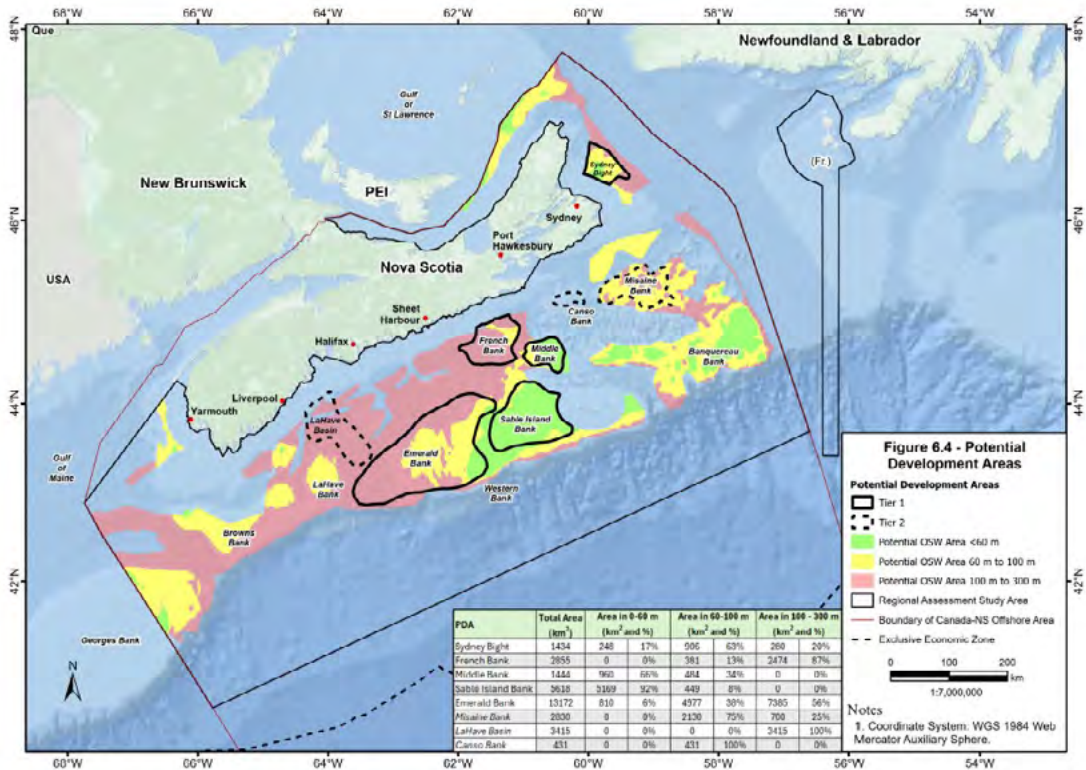


FIGURE 9: REGIONAL ASSESSMENT MAP OF POTENTIAL WIND DEVELOPMENT AREAS [6]

Early offshore wind developments in Nova Scotia will most likely be fixed bottom turbines. This is due to the technical maturity of the industry and lower LCOE compared to floating wind. Fixed bottom will have challenges because the shallow seabed is further from shore than most countries. There is a narrow shelf off the coast before water depths increase beyond +/-60m. Larger, shallow shelf areas which could be ideal for fixed bottom turbines are located 100-200 km from shore. Construction costs in these areas will increase due to distances from ports. The distance from shore will also increase the cost of the export cable and potentially impact the substation requirements. Operations phase costs will also increase due to distances travelled.

The operations and maintenance (O&M) strategy for a wind farm largely depends on its distance from shore. Whereas some fields can be serviced from local ports with a crew transfer vessel (CTV) going to and from shore daily, the fields which are located further from land will rely on a service operations vessel (SOV). The SOV is a larger, more capable vessel which stays in the field for a prolonged period and can operate effectively in higher sea states. This reduces travel time back and forth to the port and more effectively services the turbines which are located further from a port. However, this comes at a cost as the vessel day rates are much higher than for a CTV. For SOVs, crew transfer is completed via helicopter or a day's long trip back to port. Table 5 highlights some of the differences between CTVs and SOVs.

	CTV	SOV
Draft (m)	1.2 – 3.5	5 – 6.5
Length (m)	25 - 40	60 - 90
# of personnel	20 – 30+	44 – 130+
Normal Trip	<100km to location. Travels out and back in same day	>100km from shore, remaining on site for weeks
Speed (kts)	15 – 50	10 - 20
Capacity	30 T of components	Up to 1,500 T of equipment
		Many with helidecks, cranes and walk to work systems

**TABLE 5: CTV AND SOV SPECIFICATIONS**

As shown in Table 6, the fixed bottom farm locations of Sable Island Bank and Middle Bank are both significantly far from shore and would use a SOV strategy for O&M. Because of the support services offered in the Strait (service companies, metal fabricators, laydown area, capable ports), the Strait could be a suitable location for an O&M base. Typically, the base supports day to day servicing and repair tasks, so a large laydown area is not required. Most major repair work (e.g. blade changes) is performed in the field and would require a specialized wind turbine installation vessel (WTIV), or equivalent capable vessel.

**TIER I**

Sydney Bight	French Bank	Middle Bank	Sable Island Bank	Emerald Bank
200 km	120 km	130 km	200 km	>300km

**TIER II**

Misaine Bank	LaHave Basin	Canso Bank
150 km	>350 km	100 km

**TABLE 6: APPROXIMATE DISTANCES FROM POINT TUPPER TO POTENTIAL WIND DEVELOPMENT AREA**

In contrast, floating opportunities may be established closer to shore and potentially could use a CTV vessel for their O&M plan. However, with significant potential for fixed bottom turbine locations offshore Nova Scotia, it is expected that floating wind farms in Canada will follow global trends and have a longer timeline to become reality.

## 6.6 Port Assembly – Floating Wind

One of the biggest differences between fixed bottom and floating wind farms is the activity at the port and nearshore. Development of a floating offshore wind farm has several phases which are carried out on land or nearshore while fixed bottom wind farm construction happens mainly offshore. This means more land is required for construction, assembly, and fabrication steps and either partially or fully constructed floating units will need a location nearby the port between stages.

Steel hulls will likely arrive in Canada in “Lego block” style or fully assembled structures. In both cases heavy lift transport vessels would be used for delivery to the local port. Delivery of fully constructed concrete units is also possible, but these hulls can also use local materials to construct the floater structure in country. In either the steel or concrete design, the next stage of assembly is integration of the tower and nacelle onto the floater. The timing of the integration may vary depending on the construction sequence and availability of equipment being used. For turbines anticipated such as 15 MW units, the largest style ring cranes, positioned quayside are required to perform the integration work due to the weights and heights of the lifts. Figure 10 shows an example of a ring crane supporting floating offshore wind.

Depending on the timing of operations, foundation units may be constructed and then floated off the dock but not immediately proceed to an integration phase. Integration of the tower and nacelle may also occur, but the unit may not be able to be towed to the field location due to vessel availability, weather, or other factors. In either case, depending on the amount of space at the dock, the floater may need to be moved and wet parked. This means it must be moved to a secure location and temporarily moored until its next phase of construction or installation.



FIGURE 10: RING CRANE, SOURCE: MARINE LINK

Space requirements for wet storage depend on whether the tower and nacelle have been integrated or only the foundation. For ten (10) of foundations only, approximately 70 – 170 acres is needed, while for integrated units, those values climb to 200 – 700 acres.

There are several considerations when determining how and where to wet park a floating unit. For example, a unit with tower and nacelle assembled is much larger and must give more consideration to the elements. With blades installed, there will be additional forces acting on the unit should a heavy weather event occur during the temporary storage. Although a high seas and wind event will impact a foundation as well, its lower profile will mean there will be lower forces acting on the unit.

Elements to consider for a wet storage location:

- shelter from ocean swells and severe weather;
- current and future uses of the seabed area;
- footprint for temporary mooring / anchoring system to maintain the floaters in position;
- anchored, or sitting on seabed, or both;
- security of site and unit when they are left unattended; and
- how the floating units will be monitored (anchor chains, etc.)

To determine a suitable wet storage location in the Strait, a more detailed study focussed on the key parameters is required. However, as commercial floating wind is likely 10+ years away for Canada, this work can be deferred until these developments proceed.



# Port & Infrastructure Summary for the Strait of Canso

**Industrial locations in the Strait were studied for both their existing capabilities and potential areas of support for renewable projects. Limited capability currently exists to support large scale offshore projects. However, infrastructure to support land-based wind and Power to X projects is available and appear achievable.**

As noted, the industrial areas near the Strait were designated and have been used for heavy industry. Several local businesses have been in place for many years and are utilizing water access to varying degrees. Apart from Martin Marietta and the EverWind Fuels Terminal, other ports in the Strait are underutilized.

Because of the age of the port infrastructure in the Canso area, there is some uncertainty as to the full capability of the port facilities. Bearing capacity and bollard testing are not verified at many wharfs which may mean some discrepancies between reported and proven values. Water depth at quayside is also critical for projects contemplated in this report and may need confirmation that sufficient depth is available for vessels calling the port.

For facility owners in the Strait who wish to support the renewable industry and the large vessels which will call to deliver or pick up components, it will be mandatory for water depths, load capacity, and bollard capacity to be confirmed and approved by appropriate marine warranty personnel. This process takes time and effort to produce files or perform required confirmation testing.

With the increase in vessel traffic in the area it will be important to efficiently support the needs while at port. There is an opportunity for additional services to be available in the Strait including fuel supply, potable water and other provisions.

## 7.1 Port Specifications

A summary of the larger port owners in the Strait and their associated infrastructure are noted here.

Location	Water Depth	Length of Wharf	Structure	Area on Wharf	Other Laydown Area	Other Comment
Martin Marietta	13 m	183 m	dolphin	N/A	>20 acres	
Mulgrave Marine Terminal	6 – 10 m	425 m	Concrete cribs & Steel sheet piles	4 acres	N/A	Warehouse and office space available
Port Hawkesbury Pier	5 - 6 m	300 m	Timber cribs	N/A	N/A	Suitable for small cruise ships, service vessels, tugs or barges.
Strait Superport Marine Services	4-5 m	50 m	Timber cribs	N/A	N/A	Suitable for service vessels, tugs or barges. Floating dock extends 100m along quay
McNally's International	5m at docks	320m	Pile dock	N/A	Approx. 8 acres on Georgia Pacific area of the site, some used for buildings	Could infill from dolphins to shore for additional ~7.5 acre Water lots: 36 acres
	10-12m at jetty	N/A	Jetty & dolphins	N/A	17 acres overall	1275m Water Frontage. Jetty is older but dolphins could be used.
Cabot Gypsum (Dock leased from Invest NS)	6m	80 m	unknown	N/A	1 acre	Could infill between dock and land for additional area
Port Hawkesbury Paper	10.2 m	185 m	Sheet pile and concrete deck	N/A	Approx. 30 acres non continuous within site	
Nova Scotia Power (Point Tupper)	18 m	140 m	Jetty	N/A	Removal of coal facility, potential for 7+ acres of laydown space. Needs new dock to receive or via land.	Additional 16 acres behind coal pile
EverWind Fuels	32 m	600 m	Jetty	N/A	N/A	
	10m proposed	Unknown	Piles			Offloading Equipment/Tugs
Bear Head - Proposed	20m + 10m	160m + 166m	Jetty Pile	N/A	N/A	Offloading Equipment/Tugs
Melford Terminal - Proposed	18 m	730 m (1,095 m Phase II)	caisson	103 acre (170 acres Phase II)	250 acre logistic park	Greenfield, so can be developed as business case needs. Option for additional 1200-acres for logistic park.

**TABLE 7: PORT SUMMARY, STRAIT OF CANSO**

For wharfs which are not constructed, values are based on public plans or estimates of requirements.

Existing locations were assessed using the Strengths, Weaknesses, Opportunities and Threats (SWOT) method in the following section.

The Melford terminal was included in the assessment as it is a significant component to the potential in the region. Although primarily planned as a container terminal it may also be a prime location to support offshore wind, onshore wind, and power to X development. The Invest NS lands near Bear Head and EverWind and at Cass Cove were also reviewed as locations for larger port and laydown areas which have potential for supporting renewable energy development or a manufacturing location.

## 7.2 Martin Marietta

Martin Marietta could readily supply aggregates which are needed to provide cable protection in many offshore windfarms. The site has potential for large vessel offloading (draft ~ 13m), but there currently is not a dock in place and due to core business operations, have no space available for any material storage. If the current operation or process changes, there is potential to repurpose the site for some windfarm support activity, but this is an unlikely scenario as the remaining life of the facility is expected to be 50+ years. An additional drawback to the site is a limited laydown area before a significant grade change which would limit large component marshalling.

Strengths	Existing aggregate business which can immediately support offshore windfarms. Deep water near land. Heavy industrial area.
Weaknesses	No wharf at present.  Lack of laydown area with ongoing operations. Large elevation gains behind wharf.
Opportunities	Potential to support large component storage/marshalling if current business model was reduced.
Threats	Aggregates supplied to industry via alternate ports (Sheet Harbor and Bayside NB) Proposed Vulcan Materials mine which could compete for local aggregate market.

## 7.3 Mulgrave Marine Terminal

Mulgrave Marine Terminal is operated by Strait Superport Corporation. It has an excellent dock and wharf structure, with semi-deep water (draft range 6-10 m), and capacity to take on additional work. It is currently the only common port in the area and serves a variety of clients throughout the year. Opportunities to support onshore wind components and transport of blades to storage sites on the mainland side of Nova Scotia has been established at the port. Based on the proposed onshore wind farms and their proximity to the Strait area, the Mulgrave Terminal has the potential to serve many projects over several years. As Mulgrave does not currently have the capacity for long-term storage of the wind components needed for a farm size development, nearby storage sites are being developed to overcome this challenge.

With respect to offshore wind, the 10m water depth at Mulgrave is sufficient for some but not all of the vessels associated with offshore wind development. Service vessels, support vessels, and the wind turbine installation vessels which can jack up near the wharf can call on the Mulgrave Terminal. However, larger roll-on, roll-off, heavy lift or other vessels may require deeper draft than what is presently available.

O&M activities may be supported via Mulgrave, and it has a history of similar services. For example, in 2024 the port received accommodation modules which were temporarily stored on site prior to being installed on a vessel destined for wind farms in the US as shown in Figure 11. Opportunities such as this should help Mulgrave to promote its services which the offshore renewable sector may need. A drawback for the site is laydown area. At approximately 4 acres, it cannot handle large amounts of cargo such as from heavy transport vessels and may impact other vessel operators who call on the port.

The Mulgrave Marine Terminal could play a significant role supporting onshore wind activity in Nova Scotia and look for opportunities to support US offshore wind where applicable. O&M is an activity well suited for Mulgrave once Canadian offshore wind farms have been established but this may not occur until mid 2030s. Offshore wind vessel calling, and anchorage will also be an activity with significant potential.

Strengths	<p>Relatively deep-water wharf and good load bearing capacity.</p> <p>Close to onshore wind farm locations, can support offloading and transport to storage area.</p> <p>Common user port – willing to work with groups who need a solution.</p>
Weaknesses	<p>Lack of a large laydown area with ongoing operations.</p> <p>Limited space for easy expansion of laydown yard.</p> <p>Not suitable to support offshore wind component storage or assembly.</p> <p>Lacking some services such as fuel</p>
Opportunities	<p>Potential to support onshore component landing for mainland Nova Scotia and won't tie up dock space when components are moved directly off site.</p> <p>Land components for Power to X (EverWind &amp; Bear Head)</p> <p>O&amp;M support base for Canadian offshore wind.</p> <p>Possible to perform repair and warranty work for offshore US wind components</p>
Threats	<p>Water depth is not sufficient for latest generation vessels and may need dredging to make the port marketable in near future.</p> <p>Business case to support the Mulgrave operations. With size of offshore wind components, it falls below standards being sought by major wind developers for assembly or storage potential.</p>



**FIGURE 11: OFFSHORE WIND ACCOMODATION VESSEL AT MULGRAVE TERMINAL, SOURCE STRAIT SUPERPORT CORP.**

The Strait Superport Corporation operates a second location, the Port Hawkesbury Pier near the town of Port Hawkesbury. This is typically a berthing port for smaller vessels with approximately 3m draft but has capability for tugs, barges and service vessels. There is no additional land behind the pier for laydown so it would have limited capacity to support renewable projects.

#### **7.4 Melford Terminal**

The Melford Terminal is a proposed location for container terminal, located in Guysborough County, across the Strait from the EverWind and Bear Head sites. The location has been initially planned as a container terminal and has the potential to be a world class facility. Plans include a large wharf structure, laydown area, rail access to mainline and an industrial park adjacent to the site. investment estimated to be \$300M - \$350 range for the development of renewables only and circa \$600M+ for complete construction of all aspects of the development. A large component of this amount is the land leveling and infilling needed to construct the wharf into the deeper water.

The site may also have potential as a renewable energy port. This could include the full range of support from marshalling and storage to construction, assembly of floating wind foundations, turbine integration, O&M and major repair for floating wind turbines/foundations. There is also opportunity to support onshore wind if there is a need and the site is available during onshore project timelines. Finally, the site and facility would have land and water access which could support a common user port for users in the area from manufacturing facilities for renewable energy components or other heavy industries.

Because Melford is a greenfield site, it is ideal to handle large offshore components as it can be developed to suit any needs. Marshalling, storage, construction, and assembly activities require the space which a location such as Melford can provide. Other areas of the Strait can support the sector via fabrication, cable or mooring storage, aggregate supply, and wet storage of units but there are limited areas for larger components and their operations.

Strengths	<p>Greenfield development so can accommodate designs which future proof the facility where possible.</p> <p>Land and water access is secured as is rail line path.</p> <p>Permitted for development.</p> <p>Support of container terminal – multi use case can make economics more favorable than standalone renewable port.</p> <p>Heavy industrial area designation.</p>
Weaknesses	<p>Not constructed.</p> <p>Will need financing, partner, shipping contract.</p> <p>Missing near term US wind opportunities</p>
Opportunities	<p>It is the one area in the Strait which could handle a range of offshore wind development – from marshalling to assembly to maintenance – if the design includes these features.</p> <p>Wharf planned to extend to deep water and built to high load bearing capacity.</p> <p>Large laydown area behind wharf is available.</p> <p>Potential to support onshore component landing and storage for Guysborough/Mulgrave area.</p> <p>Could act as a Common user port.</p> <p>Can support manufacturing facility for onshore or offshore wind components in the vicinity.</p>
Threats	<p>Need financing to put in place.</p> <p>Several years from development so may miss offshore US wind opportunity.</p> <p>Existing container work at Port of Halifax.</p> <p>Sydney, NS and Argentia, NL already serving US offshore wind.</p> <p>Renewable energy projects are not the key drivers for the terminal, so there needs to be a business case to support extension of plans to include wind turbines – marshalling, assembly, maintenance, or manufacturing.</p>

## 7.5 Strait Superport Marine Services

SMS has a wharf located in the Ship Harbour area with draft limited to 6 m. There is also very limited laydown space available in the property boundaries.

The site is currently used for research vessel tie up and many maintenance projects for smaller vessels. Because of the history and capabilities, SMS may be able to support O&M for offshore wind activities from medium sized vessels with acceptable drafts. Larger vessels may have an issue with draft if an alternate solution isn't available (e.g. spacer barge, crane with extended reach).

Strengths	Long history in location of supporting their vessel fleet as well as other smaller vessels for repair or maintenance.
Weaknesses	No laydown area or land expansion capability due to location in Port Hawkesbury. Active with current operations. May be a concern adding other work to the site. Limited draft.
Opportunities	Has capability to handle small O&M vessels. (CTV)
Threats	Competition as other ports with better draft are chosen to support the O&M phase.

## 7.6 McNally International

McNally International has wharfs which are limited to 5m draft. They may be able to support CTVs and other offshore wind O&M vessels but are unable to accept the larger heavy transport vessels. They also own the former Federal Gypsum property which has a jetty with dolphins which could be used, however it would need major upgrades such as a high strength wharf extended out to support large equipment movements from vessels.

Some laydown space is available in the property boundaries of approximately 17 acres of which some is used for office buildings. There is an opportunity to increase laydown area by infilling from dolphins back to shore as shown in Figure 12.



FIGURE 12: MCNALLY INTERNATIONAL SITE WITH INFILL

The site could be considered as a common user port for Point Tupper given presence of rail and nearby road access features. Upgrades would be substantial if the new dock was situated near the existing dolphins and thus there are likely more suitable options in the area such as PHP or Mulgrave.

Strengths	<p>Rebuilt wharf with up to 200T crane capacity.</p> <p>Heavy industrial area designation.</p> <p>Flat laydown area (17 acres total land).</p> <p>Road and rail access.</p> <p>McNally can perform upgrades to their own location.</p>
Weaknesses	<p>Jetty needs to be replaced with proper loading facility to support offshore or onshore wind components.</p> <p>Low draft at existing wharf for large vessels.</p> <p>Furthest distance in Point Tupper by road to transport equipment to hydrogen/ammonia sites. (EverWind &amp; Bear Head).</p> <p>Large upgrades needed to support renewable energy projects (infill and wharf).</p>
Opportunities	<p>Has capability to handle several aspects of wind energy projects depending on what design features are built.</p> <p>Infill to new wharf which would give load capacity and draft needed and increase the laydown or storage area within the site by approximately 7 acres onto existing 17 acres.</p> <p>Potential to support onshore wind component landing and storage for Port Hawkesbury/Richmond County area.</p> <p>Could be used as a Common user port.</p>
Threats	<p>Need financing to put in place.</p> <p>Several years from development.</p> <p>Competition from other ports weaken the business case.</p>

## 7.7 Port Hawkesbury Paper

PHP has been looking at alternatives to diversify their operations in addition to the core papermaking business. On site there is a wharf with a draft of 9m which comes close to the water depths needed for large vessels like those used in the renewable industry. PHP has or could have approximately 30 acres of laydown area within their facility boundaries. The wharf would need upgrades to facilitate the largest offshore wind vessels and components, but it could be a more economic option for storage than a new facility elsewhere.

There is potential for PHP to assist land-based wind operators in the area via offloading site as projects come forward for the Cape Breton side of the province. This has been done previously at PHP for a local windfarm. The PHP site also has road and rail access if needed to move material on or off location.

The PHP site could provide a location for a common user port in Point Tupper. The site could support barges for wind, hydrogen/ammonia equipment or other projects and other industrial users in the area who lack direct water access. However, due to the active papermaking, the power generation plant, rail line and ancillary buildings within the facility boundary, there are some challenges to being a common user port. While some structures could be removed or relocated, there are others which are key to ongoing operations and unable to be modified.

Strengths	<p>Open to look at opportunities including wharf upgrade.</p> <p>Existing draft of 9m.</p> <p>Up to 30 acres laydown space within property.</p> <p>Road and rail access.</p> <p>Has previously received onshore wind components destined for installation on the Cape Breton island side.</p>
Weaknesses	<p>Infrastructure for operations may impede movement to laydown sites.</p> <p>Elevation gain behind wharf and resulting grade needs to be considered.</p> <p>Wharf would need upgrade to reach water depth and capacity to service large vessels and components.</p> <p>Active site with the current operations, so other opportunities (renewable or common user port), would require coordination to avoid conflicts.</p>
Opportunities	<p>Potential for additional laydown space in yard to support large component storage/marshalling if wharf upgrade was in place and realign roadway.</p> <p>Potential for common user port in Point Tupper.</p> <p>Site is close to Invest NS lands at Cass Cove which could be used for additional storage.</p>
Threats	<p>Competition from sites more suited to support equipment receiving for hydrogen development, reducing the case for investment in wharf upgrades.</p> <p>Unable to move the infrastructure or roadways to accommodate marshalling work.</p>

## 7.8 Cabot Gypsum

Cabot Gypsum is located near the tip of Point Tupper and has a wharf with 6m draft. The wharf is leased from Invest NS and is minimally used, so there is capacity for more vessel traffic. Water depth is less than required for larger vessels, but it can support barges which could permit receiving equipment such as hydrogen/ammonia modules via barge if offloading from transport vessel is performed at another location like the Mulgrave Terminal.

Cabot Gypsum's site has limited laydown space on the existing lot (approximately 1 acre), and expansion of laydown would only be possible by infilling between the wharf and the land. This would still not provide a large flat area.

Current operations at Cabot plan to continue without significant changes in the near future. They are a large energy user so are looking at opportunities for a more stable energy supply and to be more affordable. This could be in the form of wind or solar or other options such as hydrogen.

The wharf could also be utilized as a common user facility for Point Tupper with modifications dependant on the types of products moving and the drafts of the vessels calling. It is situated close to road and rail access but has some drawbacks that may not be as attractive for widespread common usage. There are space limitations for laydown or warehouse/office buildings and a narrow connection to the land may limit the type of loading/offloading activity which can be performed. The rail line could present opportunity but also cuts across the site which creates challenges for any handling and storage activities.

Overall, the wharf and lands are not sufficient in the current state to support large offshore renewable themed activity. Although open to supporting wind development, limitations exist on the site making it more suited to equipment receiving or could possibly function as a common user port for the area.

Strengths	Existing wharf with low activity level. Open to look at opportunities including wharf upgrade. Road and rail access
Weaknesses	Small laydown area currently available with limited expansion capability. Wharf would need upgrade to reach water depth (6m current draft), and capacity to service large vessels and components. Infilling behind wharf can increase available land, but it is still very limited in size.
Opportunities	Potential for additional laydown space by infilling between wharf and land. Potential for common user port but limited capacity. Could support barge transport and receiving large components
Threats	Other sites more suited to support equipment receiving for hydrogen/ammonia development, reducing the case for investment in wharf. Unable to carry out infilling operations. Competition from other ports.

### 7.9 Nova Scotia Power

The NSP Point Tupper power plant is a coal fired plant located near the mid point of Point Tupper and contains a jetty which extends into the deep water to offload the coal. There is a large area for coal storage near the facility. Due to renewable energy targets and phase out of coal fired power by 2030, the future of the facility is unknown. Conversion to a lower carbon fuel source is likely with natural gas being the preferred option. If this transition takes place, there is also potential for the facility to blend the fuel with locally produced hydrogen. The availability, operational and plant requirements and cost will determine the role of hydrogen in the fuel mix.

Converting power generating process to use hydrogen could help promote the hydrogen industry in the area by being a large local customer. The plant could provide peak load capabilities and supplement when wind turbine production drops, while using a clean burning fuel source.

Regardless of what alternate fuel source is used, the coal unloading, and storage areas would no longer be used as well as some other facets of the plant. The current coal storage areas as well as an adjacent unused tract of land could be utilized for laydown/storage. The challenge with the site is there is no wharf so an entire structure would need to be constructed. Alternatively, if unloading was possible nearby (PHP, Cabot Gypsum, other), components could be moved to the NSP site for storage.

Because of the unknowns with NSP operations and lack of existing port for equipment offloading, the site's potential for supporting offshore renewable project development is less certain at this time, and would require working closely with neighboring industry or a major investment of its facility.

NSP may have a potential role in hydrogen use locally and helping to build the industrial base.

Strengths	Rail access
Weaknesses	No wharf, only jetty in place.
Opportunities	Potential offtake for locally produced hydrogen Potential laydown area (23+ acres) if coal facility removed
Threats	Major investment needed for a wharf and no clear business case at this time to pursue it.

## 7.10 Bear Head Industrial Lands - Point Tupper

With the rise in renewable projects (particularly offshore wind turbines), large open areas immediately behind a deep-water port are becoming increasingly valuable assets. The Strait is fortunate to have a greenfield development site in Melford that would rank as a top prospect in most jurisdictions.

There are areas of land in the Strait with water access which are still available for development. As noted in previous studies, there are some limitations as to what these sites may be best suited for based on existing infrastructure (homes, roads, rail). As well, the topography of the Strait varies from relatively flat areas to those with significant elevation gain which would be difficult to economically develop.

### 7.10.1 Bear Head Terminal

The Bear Head site is cleared and permitted for both land development for hydrogen and ammonia production and the associated marine needs. Planned marine infrastructure includes a jetty and dolphin arrangement for vessel loading of ammonia and a wharf for equipment delivery and tug berthing.

The wharf is planned to extend to approximately 10m water depth, to allow receiving of large modular components required for the hydrogen and ammonia production. This will be utilized for phase I and will include berthing for tugs in support of construction and ammonia transport. The wharf itself will have high usage during each Phase of hydrogen/ammonia production expansion but will have capacity during other periods. This presents an opportunity to support other industries on Point Tupper who lack easy access to vessel shipments.

### 7.10.2 Bear Head Industrial Reserve

Four areas were identified, in the Aecom report – *Strait of Canso Superport Master Development Plan [1]* as shown in Figure 13 as sites D, E, J and K\*. These were selected for their potential with E & K noted as greater slopes while sites D & J were described as more level land. Site D is adjacent to the Melford container terminal site and has similar characteristics. Site E is more sloped and there is limited potential for a large land area. Sites J and K are discussed below.

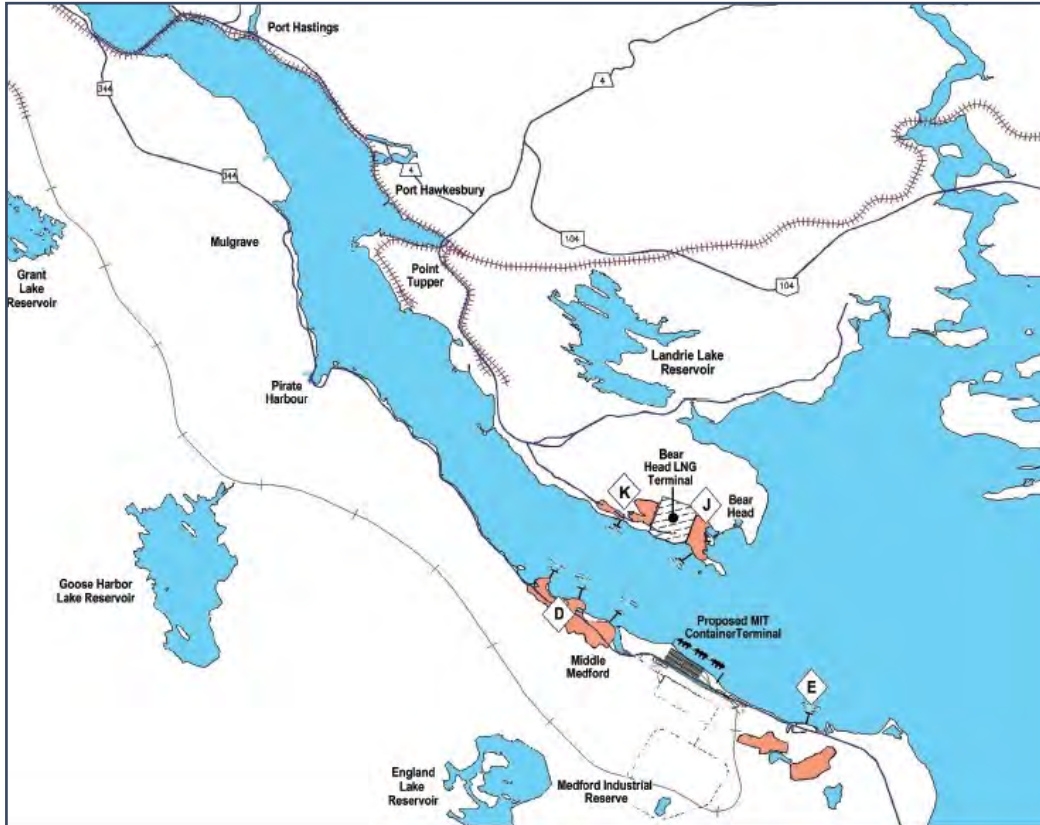


FIGURE 13: AECOM – STRAIT OF CANSO SUPERPORT MASTER DEVELOPMENT PLAN MAP [1]

#### 7.10.2.1 SE Bear Head Industrial Land

The parcel of land near the southeast side of the Bear Head terminal in Figure 14, (Site J) and surrounding lands are currently owned by Invest Nova Scotia.

The water depths are more moderate in this area so significant work would be needed to extend a wharf depending on the depth of water required.

This area has many features which could make it an ideal location for development including land topography which could be suited for a laydown area. However, per Invest Nova Scotia, there are restrictions due to the Bear Head and EverWind future expansion plans, required utility corridors and other infrastructure needed to support the area as a key asset for hydrogen development.



FIGURE 14: SOUTHEAST OF BEAR HEAD SITE

Strengths	Greenfield Development. Generally level land.
Weaknesses	Limitation on space due to hydrogen/ammonia developments and supporting infrastructure (roads, water and electricity). Shallow water so port would need to extend further to reach required depth.
Opportunities	Common user port, can support marshalling or manufacturing site with deep water access and purpose-built wharf.
Threats	Land is required for hydrogen/ammonia production expansion or utility corridors limiting other users. Unclear business case if EverWind and Bear Head separately build receiving wharfs.

#### 7.10.2.2 NW of Bear Head, SE of EverWind

Another site, on the Point Tupper side was also identified. This is a parcel of land northwest of the Bear Head terminal, and adjacent to the EverWind land (Site K), with water rights and land behind belonging to Invest NS.

This area has many features which could make it an ideal location for receiving components for the hydrogen/ammonia developers and could be established as a common user port. A laydown area is also possible but would require significant work due to the elevation change moving away from the water's edge.

A wharf has potential to be whatever length desired and would need to extend out approximately 120m from the shoreline to reach water depths of 12+ meters. Figure 14 shows the potential wharf and development area.

If a significant portion of the site was available, its access to water could also support a manufacturing facility for either wind components or other industries. However, the availability of this site may depend on the hydrogen and ammonia production and future expansion plans similar to the SE Bear Head Industrial lands described above.



FIGURE 15: NORTHWEST OF BEAR HEAD SITE

Strengths	Underutilized land. Deep water is relatively near land.
Weaknesses	Existing land leases and future use for hydrogen/ammonia projects. Sloped land requires significant works to level.
Opportunities	Common user port. Large laydown area behind port which could support marshalling or manufacturing site with deep water access and robust wharf.
Threats	Land is required for hydrogen and ammonia production expansion plans or utility corridors, limiting other users. Less desirable business case if EverWind and Bear Head separately build receiving wharfs. Previous history of site and adjacent lands includes potential remediation which needs to be assessed.

### 7.11 Cass Cove

Cass Cove has an area of water and lands owned by Invest NS. This location currently supports transmission lines from the NSP site into Port Hawkesbury. There is an area of interest which is close to both the road and rail system which could be considered for a common port. It is currently undeveloped and is shown in Figure 16. The hashed area is potential wharf structure while the darker colored area is possible laydown or office/warehouse area. The land portion is about 12 acres and could increase with some infilling.

The straight, flat access from the site and onto the road system is a benefit if large pieces were being considered for loading or offloading from the site.

Strengths	Underutilized land. Easy access to road and rail line.
Weaknesses	Needs business case to construct. Wharf needs to extend up to 400m to reach 10m+ water depth. Existing utility corridor on part of lands. Small laydown area behind water lot.
Opportunities	Future Common user port.
Threats	Other site(s) in the area redevelop and take on common user port capability reducing feasibility of this site.



FIGURE 16: CASS COVE LOCATION

### 7.12 Other Infrastructure - Mulgrave Marine Industrial Park

There is a large tract of land in the Mulgrave industrial park boundary that is undeveloped. The approximately 21 acres which is for sale as well as additional lands on the south side of DSM facility and bus garage, extending towards Loggie Street as seen in Figure 17.

The area was reviewed for a potential port development. However, access would cross a local roadway and there is limited amount of land available. With Mulgrave Terminal nearby it would be a difficult business case to construct another port in proximity. Additionally, a waterfront development at McNair's Cove is planned, and if constructed, it may not be desirable to locate additional heavy industrial port facilities in the immediate vicinity.



**FIGURE 17: MULGRAVE MARINE INDUSTRIAL PARK**

Manufacturing or fabrication activities could be suited for this area. There are many secondary components which can be produced to support the vessels, or the turbines themselves. Having local capability for this work is important. These industries can also support US offshore wind projects, something which has already occurred. Transportation via Mulgrave Terminal opens the area to supporting areas outside the local region.

There is an opportunity to function as support for onshore wind developments locating on the mainland side of Nova Scotia. Although it will require additional study, part of the industrial area could be utilized as short-term storage for the many planned land-based windfarm components

as well as longer term maintenance area. The connection onto England Avenue may need modification to accept large offshore wind or longer components. The smaller, heavy loads would have fewer restrictions.

It should be noted that there are also private lands available adjacent to Highway 344, just outside of Mulgrave which are flat and are being investigated as storage areas for these components. These may be preferable sites for wind Developers because of the straighter route and ease of development.

The land-based windfarms will take several years to construct; therefore, the industrial location could potentially serve multiple projects. After the installations are complete there will be a need for a longer-term storage site for blades, gear boxes and other components required for ongoing maintenance and repairs. The longer-term scenario would not require the same land space, therefore some of the lands could be repurposed to service other opportunities.



# Overview of Other Ports

**Many port locations in Europe and the US have been supporting offshore wind projects. A scan of ports outside Canada which have adapted or are transitioning to support renewable energy developments was performed as part of the study to highlight some of the approaches taken and the level of investment needed to complete the modifications.**

These ports have spent from \$50 to \$700 M USD on renovations to existing ports to make ready for offshore wind support. The review noted what has taken place in these ports to redevelop existing areas which previously supported other industries or additions which have been performed at the port. This included examining Ideas to future proof their assets knowing the size and scale of offshore components are increasing and a look at spin off industries and other indirect employment which support the new port activities. Finally, understanding hydrogen's role in the life of the port – from production to storage to utilization within and surrounding the port and its impact on potential opportunities for an area.

Five of the ports are outlined below to provide insight into their infrastructure, and the modifications which were performed or are planned to support offshore renewable energy projects.

## **8.1 Port of Aberdeen (Scotland)**

This is a major Scottish port with a history of support for many industrial and commercial activities. Renewable energy projects are the focus for current port expansion and redevelopment work. Some £400M were announced for modifications to the port to support new berthage, laydown areas, civil works, and preparation to perform fixed bottom turbine marshalling and storage, O&M, as well as floating wind assembly, integration, O&M and major repair capabilities. This is an example of the scale of the industry and what even fully developed ports need to undertake to provide facilities and land which can support the offshore renewable industry.

## **8.2 Port of Nigg (Scotland)**

The Port of Nigg is in the Moray Firth, Scotland near the Port of Cromarty Firth. This area is a location with a rural population which more resembles the Strait than some of the larger European ports active in the offshore wind industry.

The local port facilities have a rich history of support for the oil and gas industry including many mobile drilling units which have called on the ports for maintenance, upgrades and repairs and anchorage. Even the British aircraft carrier HMS Queen Elizabeth has called on the port for maintenance.

Because of the Scottish offshore developments, ports have examined what role they could pursue in support of the projects. In the case of Nigg, marshalling of jackets and other components for wind turbine installation, pre-assembly work, and fabrication have occurred as well as many vessels calling during support activities. Expansion plans have been developed to provide additional space and capability to the port to support a wide variety of vessels and services.

The port has also begun construction of a cable manufacturing facility which will be located adjacent to the port. This £350M investment will provide long term employment to the region in addition to the activities which the port will directly support.

### **8.3 Port of Aviles (Spain)**

Located on the Atlantic coast of Spain has several kilometers of dock space, of which a 2km long marginal wharf is associated with wind development and +75 acres of laydown space which is currently being used for manufacturing and storage of tower sections and Transition Pieces. The port is approximately a 10-day sail to Nova Scotia and has been supplying components for US offshore wind projects.

### **8.4 Port of Rotterdam (Netherlands)**

Like the other ports, the Port of Rotterdam has a rich history of supporting many industries and has evolved over time as vessels, cargos and needs change.

In the renewable space, Rotterdam is one of the leading ports not only in supporting offshore wind farm construction and maintenance, but also to supply clean energy to Europe and in their efforts to decarbonize port activities. This includes solar, developing sustainable fuels and use of hydrogen for various port activities. In the case of hydrogen, there is a planned pipeline which will move hydrogen through the port and into Europe as part of a larger system. Locally available hydrogen will be used in refineries, chemical plants and road transport.

### **8.5 Port of New Bedford (United States)**

Ports in the United States are starting to develop capacity to support offshore wind farm construction. Vessels are regulated under the Jones Act, which controls which vessels can call on US ports and work in US waters. As the majority of the monopile and wind turbine installation vessels are foreign flagged, they are not permitted to call on a US port to load the components.

To comply with the requirements, alternate methods have been developed to move components from shore to the installation site. In the case of New Bedford, a 29-acre shore-based terminal for storage was built in 2015 for \$133 M USD. The components are delivered via heavy lift transport to the port and when needed, they are loaded onto barges and towed to the wind farm location, meeting the installation vessel on site. This method involves more risk than the installation vessel calling on the port and loading components from shore but is necessary based on the current regulatory environment.

Note: Canadian ports have been identified as an alternative storage site to avoid this additional handling. Heavy lift vessels offload components in Canada and installation vessels then pick them up and sail directly to site in US waters.

For ports to be successful and an integral part of the offshore renewable industry, there are several key features required. These include large tracts of flat land, with high lift capability, deep water at the quay, and proximity to the wind farms being developed.

These types of large-scale port investments and facilities are limited as to where they are possible due to impacts from other port users, lack of space, overhead restrictions, and insufficient water depths. Because of its location and capacity, the Strait has the capability and the opportunity to be among the leaders in support for renewable energy projects.

### **8.6 Port Upgrade Costs**

A review of some of the recent investments made in ports is shown in Table 8. This describes the cost, and the activity planned to support. Note that these ports and upgrades are focused on one or a few offshore wind tasks but are not being developed as an all-in-one port. They rely on other nearby ports to provide other services and equipment needed to fabricate, install, and maintain the offshore turbines. This is a common approach and one which can benefit wind Developers and the supply chain by reducing space requirements and becoming a specialized port.



Port	Cost	Scope	Comment
Port of Salem, MA <sup>1</sup>	\$300 M USD	Logistics and operations center for turbine pre-assembly, transportation, staging activities and storage of assembly components	42 acres Planned open 2026
Brayton Point Marine Commerce Center, Somerset, MA <sup>2</sup>	\$300M USD	Submarine cable manufacturing facility	47 acres
North Terminal 1 – New Bedford <sup>3</sup>	\$13 M USD \$50-60M USD \$100M+ USD	O&M Storage/Cables Monopile/Transition Pieces/ Towers/Blades/Nacelles	Repurpose of an existing port – cleanup, demolition, and rebuild to spec.
Port of Seaport (Maine- Sears Island) <sup>4</sup>	\$760 M USD	Assembly and deployment of floating wind turbines. & build of a heavy lift semisub barge	No dredging required. Previously undeveloped land
California North Coast Offshore Wind Studies <sup>5</sup>	\$130-310M USD	Large-Commercial – OSW project assembly and O&M 1,600 ft. long wharf – Yard ground improvements, surface treatments and dredging	60 acres
Paulsboro Port Expansion, NJ <sup>6</sup>	\$250 - 500M USD	550 ft barge berth and two additional deep-water wharf extensions, >1,500 ft of wharf	Incl utilities, new buildings and connection from wharf to land
Port of Coruna, Spain <sup>7</sup>	€650 M	New outer port. Can allocate different business opportunities related to offshore wind.	The construction and industrialisation of offshore floating structures, in steel or concrete
Port of Hull, UK <sup>7</sup>	£310M	New harbour, service facility and manufacturing site.	135 acres, Pre-assembly of turbines, blade manufacturing

TABLE 8: PORT UPGRADE COST SUMMARY

<sup>1</sup> ENR New England Report

<sup>2</sup> Prysmian Group Press Release

<sup>3</sup> 2017 Dollars, Massachusetts Clean Energy Center

<sup>4</sup> MaineBiz Article – *Sears Island Selection* February 21, 2024

<sup>5</sup> Port Infrastructure Assessment Report, 2020

<sup>6</sup> Port Planning and Transformation, Stantec

<sup>7</sup> Ports a key enabler for floating

offshore wind sector 2020, WindEurope

Estimates from the European Union for port infrastructure works include:

- **Upgrading / extending Ports facilities** for a port already in the bottom-fixed offshore wind business: **€20-80 million**
- **Building a new energy port/**

**terminal** for bottom-fixed offshore wind (of around 15-20ha):

**€80 - 110 million**

- **Building a decommissioning facility** in the Port area: **€5-10 million**
- **Floating port adaptations or new terminal: €200 million**
- **Renewable hydrogen production in Ports** - pilot / small scale projects - **€100 million**

# Strategic Planning Opportunities for the Strait of Canso

There are numerous areas of support required for the various phases of an offshore wind project. Effective planning aligned with these key support areas can enable the region to capitalize on renewable energy opportunities, driving economic growth and sustainability.

## 9.1 Port Readiness Assessment

The six major project phases identified as most crucial are:

1. Manufacturing – large component manufacturing such as monopiles, tower sections, cables, nacelles. May not be finished pieces.
2. Assembly – for fixed bottom turbines, this involves tower components being assembled on the dock prior to load out, and other small components. For floating wind this is assembly of large components to construct the foundations.
3. Fabrication – building and joining components or providing finishing work for other items.
4. Marshalling – offloading large wind components to a dock for temporary storage.
5. Integration – for floating wind, this is the installation of tower sections, nacelle and blades onto the foundation which typically happens at the local port.
6. Operations and maintenance (O&M). – servicing the wind turbines during operational lifetime (25 – 35 years typically).

Table 9 shows the existing port facilities in the Strait of Canso area, along with a rating for their potential to support these six operations. Currently, most ports are not equipped to handle the necessary activities, particularly those involving larger offshore components. However, several ports could support these activities if financing, permitting, and timing align. In some cases, certain activities will not be feasible without such significant investments that other locations would be more attractive.

	Melford	Mulgrave	PHP	Cass Cove	McNally	Cabot Gypsum
Manufacturing	Orange	Red	Orange	Red	Red	Red
Assembly	Orange	Red	Orange	Red	Red	Red
Fabrication	Orange	Red	Orange	Red	Orange	Red
Marshalling	Orange	Orange*	Orange	Red	Orange	Red
Integration	Orange	Red	Red	Red	Red	Red
O&M	Orange	Green	Orange	Orange	Orange	Red

**TABLE 9: PORT CAPABILITIES – POTENTIAL OPPORTUNITIES**

\*Mulgrave Terminal capable of unloading equipment but they need to be moved off site to make way for additional components. Storage would be offsite.

- Activity is currently possible.
- Activity is possible but will require upgrades/modifications to wharf or lands.
- Activity is not possible, or only possible with very large investment.

**Melford Atlantic Gateway Terminal**

As shown, a purpose-built Melford Terminal could support all phases of a project lifecycle. Any limitations would be determined by the final design and site features. The advantage of the Melford site is its status as a greenfield development, allowing for customization to meet specific needs. Water depth, wharf bearing capacity, and assembly or laydown areas can all be tailored during the design and construction phases.

**Mulgrave Marine Terminal**

Mulgrave Marine Terminal faces limitations primarily due to its small laydown area and lack of expansion capability. The total storage area is restricted to approximately 4 acres. If other users require dock space, it further limits the storage of onshore or offshore components, even temporarily. The dock could accommodate some components for a short period, but is better suited for land-based turbine components that can be quickly relocated. Offshore components, which typically require longer storage times and more space due to their size, would quickly crowd the dock. While there is potential to perform maintenance on larger offshore components (such as blades and transition pieces), this would be limited to emergency or one-off scenarios due to the restricted laydown area.

### **Port Hawkesbury Paper**

Port Hawkesbury Paper offers significant potential for upgrading the wharf structure to suit various use cases, with some laydown area available a short distance from the quayside within the site boundaries. With a well-executed plan, several operations could be feasible at the PHP site. However, potential limitations include the restricted amount of laydown area, elevation changes, and the distance from the quayside. Existing production operations mean that certain buildings and infrastructure, such as the rail line, cannot be easily moved or repurposed, resulting in a less contiguous area. Additionally, the presence of the NSP power generating station and other essential buildings further complicates the layout, potentially making the PHP site less desirable for some activities due to less optimal routes and non-contiguous storage areas for large components.

### **Cass Cove**

Cass Cove is an additional site which could be investigated for use. The area has both a water lot and lands which are owned by Invest NS. The parcels are located between the NSP and PHP sites and include land being used as a right of way (power lines), which stretches from the Strait to the municipal industrial parks in Port Hawkesbury.

Reaching 10m water depth at the site would need between 250 – 450m in length depending on where a wharf was built. There is limited storage or other space immediately adjacent to any potential wharf. However, a potential wharf at this site would be central for many users in the industrial park and beyond as the location connects to the road system and the rail line runs nearby. More detailed study is needed of this site to determine full potential and the opportunities which it could support.

### **McNally International**

McNally's site at Point Tupper has existing capabilities and significant potential for expansion, depending on business strategy. The current wharf structure is being upgraded while the loading jetty requires major work to become an operating asset again.

To handle the loading and unloading of heavy equipment, a new, robust wharf structure would be necessary, extending into the deeper water channel to accommodate the largest vessels. The site includes approximately 17 acres of generally flat land, currently used for material storage and offices, with some of this land available for other purposes. Additionally, there is rail access to the site entrance. If a new wharf were constructed and business warranted it, the McNally water lot could be filled in to the desired water depth, potentially adding >7 acres for laydown, storage, O&M and other uses, thereby expanding the site's opportunities.

### **Cabot Gypsum**

Cabot Gypsum's wharf is suited for small vessels or barges but not the larger vessels associated with hydrogen/ammonia plant or offshore wind component delivery. Use of the site would require unloading at another location and then loaded onto a barge for delivery to the

Point Tupper side. Very little laydown capacity exists at the site as well, so most other activities are not viable.

If an expansion of the wharf was carried out, other it could provide additional laydown area (with infilling) and a deeper water option for vessels. An opportunity could be receiving hydrogen and ammonia plant equipment, onshore or offshore components, all of which would need to be moved offsite for storage. O&M is another option which could be carried out from the site but may be better suited to other ports.

Table 10 breaks these potential tasks down with respect to work scopes related to hydrogen and ammonia, land-based wind or offshore projects which could occur in the Strait.

Project	Melford	Mulgrave	PHP <sup>1</sup>	Cass Cove <sup>2</sup>	McNally <sup>1</sup>	Cabot Gypsum <sup>1</sup>
Hydrogen/ Ammonia Component Receiving	3	3	4		4	4
Onshore Wind Component Receiving			5	5	5	5
Onshore Wind Storage			5	5	5	
Offshore US Wind - Marshalling						
Offshore Can – Fixed bottom Installation						
Offshore Can – Floating – Assembly/ Installation/ Major Repair						
Offshore O&M Servicing						

**TABLE 10: SUMMARY OF PORT OPPORTUNITIES**

<sup>1</sup> PHP, McNally and Cabot Gypsum have potential port or land upgrades which could meet a variety of use cases depending on level of investment.

<sup>2</sup> Refers To lands adjacent to NSP and PHP properties which could be developed into common port: receiving hydrogen/ammonia modules and suitable for other users including large wind components.

<sup>3</sup> Receiving can be done but hydrogen/ammonia modules require movement to Point Tupper side of Strait so would need additional water transport. Possible option to receive at Melford or Mulgrave Terminal, and then barge across Strait, to land closer to location.

<sup>4</sup> Receiving large hydrogen/ammonia plant components via barge only unless upgrades performed.

<sup>5</sup> Component receiving is possible but only small farms pursued to date on Cape Breton Island versus large wind farms being discussed for mainland.

## 9.2 Cost

Examining the locations above which were identified, there are opportunities to support the renewable activities at several sites in the Strait. The level of investment needed will depend on several factors including timing of investment, the activity a facility chooses to pursue, the desired draft needed, the wharf structure and design, laydown, or storage area requirements, restrictions, or conditions of any permits.

A sample of the scenarios are noted in Table 11. These are costs for various projects at the potential sites in Point Tupper and the mainland side of the Strait.

These projects provide an indication of costs to make areas of the Strait ready for offshore wind support. It is important to note that changing economic conditions (supply chain, cost of borrowing), can play a major role in cost escalation. The projects will also continue to become more expensive as time goes on and because some work may not occur for 5+ years, the investment needed could grow substantially in that time. Costs shown below are in 2024, Canadian Dollars, and are considered as +/- 50%.



Port	Cost M (Cdn)	Scope	Deepen Draft Y/N	Comment
McNally	\$25M+	Develop site to suit O&M support at existing wharf.	N	Wharf work & land facilities needed.
	\$300M+	Remove jetty, replace with pile/caisson wharf to 10+ m depth. Can support large vessels, offshore wind or hydrogen/ ammonia module movement.	Y	Wharf length approx. 50m from shore to reach needed depth.
	\$30M+	Infill portion of waterfrontage to increase laydown area.	N	Add 7+ acres. Additional space is available depending on permitting, and development plan.
Cabot Gypsum	\$25-50M	Upgrade wharf and unloading area for hydrogen/ammonia components or common user, (with limitation of 6m draft).	N	Water depth would restrict larger vessels from calling.
	\$100M+	Upgrade & extend wharf to 10m+ water depth. New structural addition and built to spec for handling heavy equipment and large vessels.	Y	No laydown or storage area available on site. Goods/Equipment would have to move offsite after receiving.
PHP	\$25-50M	Upgrade existing wharf to better handle equipment and goods (receiving and exporting).	N	This would allow larger vessels but does not improve laydown/storage. May require relocation of a building currently on wharf to receive larger components or equipment. Wharf needs verification of capability.
	\$100M+	Upgrade wharf, extend to 12m water depth. Wharf design would depend on business case being pursued – smaller investment for common user port versus larger amounts required for offshore wind component receiving and storage.	Y	As above and additional reconfiguration of buildings on site may be needed to increase storage/ laydown area and provide transport routes.
NSP	\$300M+	Remove jetty, replace with pile/caisson wharf capable of common user port needs, offshore wind components or hydrogen/ammonia equipment depending on design case.	Y	Extend 200m into 10+ m water depth. Has laydown/storage area available on site.
Cass Cove	\$300M+	New wharf, and land-based support (Buildings, laydown area, other)	Y	Build 250-450m into channel to reach 10 + m water depth.
		This could handle any material from common user port needs to hydrogen/ ammonia and offshore wind if design allowed.		Up to 12 acres available land. Restrictions of utility corridor nearby.

TABLE 11: ESTIMATED COSTS FOR STRAIT AREA UPGRADES

# Timeline of Potential Developments in the Strait

**Timing for renewable energy projects which may be supported by the Strait area will vary based on the type of project.**

Onshore wind will be an early project needing support with hydrogen development likely following. The larger offshore projects, US fixed wind, Canada fixed, Canada floating, and US floating are likely to come later.

A large wharf and laydown area needed for these offshore activities is not present today in the Strait but will be needed to attract and support the large scale offshore wind projects.

Locally, there is growing momentum for all forms of renewable energy and the Province of Nova Scotia and Federal government area supporting this through efforts such as the recently released second module of the Offshore Wind Road Map and funding support announced for ammonia export development.

This work and the Regional Assessment work sponsored by NRCan are helping to promote areas for possible wind farms, address the needs of the supply chain community, and help accelerate project development.

In considering offshore wind developments or the hydrogen and ammonia projects proposed for the Strait, specific timelines are not defined due to the nature of these large-scale undertakings. Development of either fixed bottom or floating offshore wind farms are large investments and have typical timelines of 8 – 10 years between a seabed lease award and when a windfarm begins operations. Other concerns such as regulatory uncertainty, major changes to supply chain or financing ability and terms all play a role in development cycles and whether projects that are awarded make it to an operational phase. Hydrogen/ammonia projects which are based on these renewable sources of energy and, are large construction projects on their own will have similar circumstances to contend with.

Based on developments which have happened in other areas of the world, an expected timeline (Table 12) was developed for renewable development projects which could be supported in Eastern Canada – particularly Nova Scotia.

This summary takes into consideration the stage of development for both US and Canadian projects.

Development	Timeline	Capacity Needed
Onshore Wind to support Hydrogen /Ammonia Production	2024-2030	Up to 2 GW of land turbines may offload in the Strait, destined for Guysborough, Mulgrave and area. Approx 280 turbines (840 blades)
Hydrogen/Ammonia Production	2027 -	Need to offload large components for hydrogen/ammonia plants and also prepare ammonia export facilities. Large dock in Point Tupper area (closer to site is ideal), is required. Export jetty – modification of EverWind's current jetty and a new jetty at Bear Head site is expected scenario.
US Offshore Wind Support	2025-2030+	Monopiles, transition pieces and other materials looking for a temporary storage location. Strait is not currently able to provide laydown for the largest components because there is not a port with the needed specifications for water depth, weight capacity and space. Potential for PHP to receive some components with modifications to site (mostly ground works). Otherwise permitting and construction of suitable facility will be 4-5 years away.
Offshore NS Wind – Fixed bottom	2032 -	1 GW+ farms likely to be planned for this time. The Strait could potentially be used to marshal components to support installations, but there are also already established options. Large area (e.g. Melford) needed for a full farm's components: +/- 60 turbines. O&M activities will accompany new developments. SOV strategy needed for wind farms located far from shore bases.
US Floating Offshore Support	2031 -	Gulf of Maine proceeding with floating projects (First lease sale October 2024 with 4 leases awarded). This is an opportunity to support the early work and future floating projects.  The Mid-Atlantic is also pursuing floating wind concepts to augment the fixed farms which are planned.  Scale of support is unknown. Dependent on what infrastructure is built and available in Canada and on US needs.  Melford is the key area with potential to support the larger floating requirements.
Offshore NS Wind – Floating*	2035-	Depending on scale of new infrastructure, opportunity from cables, mooring and anchors to assembly or installation of floating turbines.  Small size projects won't justify a purpose built facility.

**TABLE 12: TIMING OF RENEWABLE ENERGY PROJECTS**

\*Smaller scale Floating wind project(s) may occur prior to this timeframe but larger (1 GW+) developments are not likely to happen until well into the 2030s due to the potential seabed areas available for fixed bottom turbines.

## Other Opportunities

**The availability of renewable energy and hydrogen and ammonia establishes potential for industries to adjust their operations to reduce emissions or for new business to locate to the area and take advantage of these green energy sources.**

Some examples would be local industries investing in wind energy or solar projects to offset their electrical energy use or reduce carbon tax exposure. This is a common practice, especially for large energy users and those who are diversifying their portfolio to include renewable energy projects as part of their general investment plans.

In the Strait, PHP is investing in a local wind farm of approximately 168 MW to offset their energy needs. Cabot Gypsum is another large energy user who could benefit from a renewable power source. There is an ongoing study sponsored by Net Zero Atlantic to investigate feasibility and GHG emission reduction potential of using green hydrogen in industrial process heating in Nova Scotia. As regulations and company policies change, the electrification of port infrastructure, including vessels at dockside, and harbor pilots and tugs will likely become more prevalent. Onshore or offshore wind projects and solar could support these initiatives. Battery or other storage means can also help supplement these decarbonization efforts.

As previously noted, many of the required building blocks for industry can be found in the Strait including, land, fresh water, ports, an industrial workforce, and local government support. These ingredients are important for facilities working not only in the wind farm space but could include any industry who may also look for clean energy for their processes. The ability to supply green energy may be a competitive advantage to new industries (e.g. data centers), considering the Strait as a potential location.

The presence of ample fresh water in the Strait for both hydrogen/ammonia production process and to support large industries is a significant benefit. In Point Tupper, the Landrie Lake Watershed has capacity to support the town of Port Hawkesbury, local industry, and the proposed Bear Head and EverWind developments. In Guysborough County, England Lake is

available to support the proposed industrial growth (Melford Terminal and adjacent industrial park). These are key pieces which will help permit the growth of both the renewable energy sector and other residential and industrial users.

The availability of green hydrogen and ammonia can also provide opportunities for businesses in the chemical or manufacturing industries and heavy transport uses. These companies can help reduce their emissions and potentially enhance their reputation in the market by their actions.

## **11.1 Manufacturing**

There is an opportunity for the Strait and Canada in general to attract a manufacturing facility to support renewable energy development.

The proximity of the Strait to both Eastern Canada and Northeast United States presents an opportunity to serve these markets more efficiently than a European solution.

The offshore wind industry in North America is immature, and therefore current wind farms being installed in the NE US are reliant on delivering large components from European manufacturing locations. Most of the cables, blades, nacelles, towers and monopiles originate from various countries in the EU or Asia, with some US destined equipment being marshalled at Canadian ports for temporary storage until installation vessels are available. Inserting Canadian service and supply into this flow of materials should be an objective.

The US market is expected to grow steadily over the next few decades with less than 1,000 MW installed by end of 2024. This contrasts the target of 30 GW (30,000 MW) by 2030 and 86 GW by 2050. An expansion to 30 GW of offshore wind requires between 1,600-1,900 additional turbines. European countries have a long history with offshore wind and currently over 6,000 turbines installed. There continues to be considerable goals to increase their offshore wind capacity. The ability of plants in Europe to support both local markets and the North American market will be challenged thus it makes sense for manufacturing capacity to increase in the US and Canada. An important note is that the expansion of US manufacturing capability of renewable components will reduce the need for Canadian ports as storage sites. Figure 18 shows an example of an approximately 60-acre manufacturing site (outlined in red), located in Port of Rostock, Germany where monopiles are produced.



**FIGURE 18: EEW MONOPILE MANUFACTURING - PORT OF ROSTOCK, GERMANY**

Attracting an offshore wind manufacturing facility to the Strait would be a significant accomplishment. Supply of components such as blades, cables, turbine towers and nacelles would require space, water access and a steady workforce to be successful. All these factors are found in the Strait. Although distance to market is not always a barrier, it could be beneficial to have this work happening in the Strait versus a European country.

Some approximate requirements for manufacturing facilities are shown in Table 13.

Component	Land Usage (acres)	Loading Dock (water depth/style)	
Blades	50 - 70	12 - 14m	Dock, Load bearing
Tower Sections	30 - 40	12 - 14m	Dock, Load bearing
Transition Pieces	15 - 20	12 - 14m	Dock, Load bearing
Turbine Generator	30 - 45	12 - 14m	Dock, Load bearing
Cable	35 - 60	12m	Jetty / Dock
Monopiles	40 - 80	12 - 14m	Dock, Load bearing

**TABLE 13: MANUFACTURING FACILITIES FOR OFFSHORE WIND COMPONENTS**  
 (note: water depths are meant to futureproof the potential industry advancements)

Based on available land and water access in the Point Tupper, Mulgrave and Guysborough County areas, there is potential to establish these key pieces of the wind farm industry in the Strait.

Examples of locations which have potential to support a manufacturing facility include:

- Melford Terminal
- Invest NS lands on Point Tupper
- Mulgrave Marine Industrial Park

## 11.2 Other Offtake

There are also some non-traditional users who have been early promoters and adopters of renewable energy and green hydrogen to enhance their business practices.

In Scotland, several projects have been announced and are in the study or development phase; using wastewater from the distillation process to support green hydrogen production and using hydrogen to power boilers.[7] A few examples are noted here.

- Cromarty Hydrogen Project (Diageo, Glenmorangie and Whyte & MacKay – Scotland)
- In 2021 Aberdeenshire distiller Ardmore announced plans for a “WhiskHy” project to install an electrolyser at its facilities in Kennethmont.
- InchDairnie Distillery in Glenrothes recently received funding support from the UK government to install a boiler powered by hydrogen.

These examples of spin off impacts of renewable energy and green hydrogen are some of the opportunities for an area such as the Strait which has the fundamental elements available. (wind, solar, fresh water, land and ports).

# Port Governance

Throughout the stakeholder engagement work, it was generally agreed that the current state of harbour dues collection by Transport Canada may not be ideal but that an alternative solution would be difficult to agree to and implement. The regulatory process limits authority of ports which are not designated as Port Authorities in Canada and the Federal government mandate is to pursue divestiture of ports, not to add additional ones.

During the stakeholder engagement, the intent was to gather opinions from local parties on the oversight of the Strait area.

With current activity, and expected levels which the projects could bring to the Strait, the questions to the stakeholders were:

- Is there sufficient oversight of safety, coordination, and spill response in the Strait now?
- What might be needed with new developments in place?

The overall opinion was that the current situation is generally acceptable. The volume of traffic in the Strait is not significant and therefore the services are sufficient with the available tugs and pilots.

With additional work which may come to the Strait, the opinions were similar. Construction projects supporting onshore or offshore wind have limited development cycles and so it is expected that the increase in vessel traffic would not be significant considering the size of the Strait and available ports.

Likewise with the early stages of hydrogen/ammonia development and transport to foreign markets, this would not involve a significant increase in vessel traffic relative to the Strait's size and capability.

In review of other jurisdictions involved in wind energy projects, the governance was noted. In most cases, European ports are managed similar to the Canadian Port Authority model, with local governance responsible for fee collection, marketing and infrastructure improvements. In the case of in Antwerp-Brugge ports, there is a Port Authority structure where the local governments are the owners, (city of Antwerp (80%) and city of Brugge (20%)). This model is similar in Rotterdam, where the port ownership is split between the municipal government (70%) and the Federal government the remaining 30%,

Having local governments with a stake in the ports is made easier by only having a single entity responsible for the port development. For the Strait, the multiple independent owners and governments involved makes this more difficult to implement.

# Strait Development Summary

**A thorough review was completed on the current facilities in the Strait of Canso, the state of the renewable industry and consideration for what role(s) could be possible.**

This was completed via stakeholder engagement activities, research into the Strait and the worldwide renewable industry. The offshore wind roadmap released by the Province of Nova Scotia as well as information regarding what other countries and ports have done to play a part in offshore wind development were also examined as part of the study.

The areas of focus were:

- Onshore wind support
- Hydrogen/Ammonia
- Ports
- Offshore wind – Canada
- US offshore wind support
- Industrial Parks

Although some ports such as in Esbjerg, Denmark have been built as all-in-one solutions to support offshore wind projects, these are exceptions. Offshore wind development in Europe and the early stage in the US demonstrates an industry where multiple ports are used to support projects. Monopiles, transition pieces, towers and nacelles may all come from different ports before being installed in a wind farm. This specialization of the industry allows ports to become efficient without having to find the space, materials, and expertise to perform all necessary activities. Throughout the Eastern US and Canada, a similar pattern has emerged and looks to continue as the industry becomes more established.

The Strait has an established industrial base, trained workforce and local service companies to maintain and perform some repairs as needed to vessels, and wind turbine components such as blades. This access to equipment and skilled labour are similar to what is needed to support renewable projects in the area. Fabrication and installation work for original components and O&M support are also potentially available in the Strait although there are some limits based on current infrastructure..

The deep water and open areas in the Strait permit vessels of any size to visit the area without overhead or depth restrictions. The low level of traffic in the area coupled with sheltered, deep waters can be beneficial when a location is needed for planned or unplanned port visits.

Floating wind projects can be supported in the Strait for similar reasons. This includes having potential area to wet park floating turbines of any design. The Strait's deep water is also beneficial for future assembly and integration of floating turbines and any maintenance activities which would require a tow to port solution to complete the work.

### **13.1 Onshore Wind**

Both onshore wind and hydrogen/ammonia development in the Strait are progressing and their adoption will have a major impact on the region as construction programs get underway. There are several large windfarm projects being planned to proceed over the next 5-7 years consisting of approximately 3.6 GW of energy. The Strait is well positioned to be a key player to support the land-based turbines installation.

Mulgrave Terminal's ability to receive vessels and the large components used on land without major investments will be an enabler for that industry to expand in the Guysborough and Mulgrave area via the Strait.

Utilizing the open lands at Mulgrave Marine Industrial Park as a potential manufacturing or fabrication site can provide support to both the renewable industry and others. Additionally, the area could support a staging area and eventual maintenance base for onshore wind components. These scenarios can enhance the capacity of the region and help reduce potential delays by having components at the ready for construction season. Establishing nearby local storage can help reduce potential congestion at Mulgrave Terminal by permitting components to be received and moved off, to avoid just in time deliveries and issues which may arise from delays.

Knowledge gained via onshore wind and hydrogen and ammonia projects will enable the Strait to be well positioned to support offshore activity.



Hydrogen/ammonia production plans are major investments with several potential phases of development in the Point Tupper area. They will be the initial drivers of the renewable energy sector for the Strait and provide long term benefits through the production plant as well as wind turbine O&M. The onshore windfarms and the hydrogen/ammonia production will be important in preparing for eventual offshore renewable energy projects. Construction activity will expand the knowledge and capabilities of local supply chain to support these new opportunities. O&M workers and supporting industries will help enable offshore wind farm construction and operations to find the skills and local support which will drive future development.

## **13.2 Ports**

The fixed bottom and floating industries have different port and infrastructure requirements, which do not exist in the Strait although the potential is there.

In determining port requirements for offshore wind construction projects there are several potential areas which can be supported. Marshalling and fabrication for US based offshore fixed bottom turbines, and marshalling, fabrication, and installation support for Canadian fixed bottom turbines. A range from construction to assembly and integration for floating offshore projects in either Canada or the US are also possible opportunities.

Wind Developers generally do not seek long term ownership of assets such as ports as they may only have a single project in an area. Therefore, in most cases private investment with government support will be needed to either upgrade existing or to build a purpose-built port to support offshore wind projects. In some cases Transportation and Installation contractors may also look to invest in ports.

### **13.2.1 Melford**

The proposed Melford container terminal site in the Strait is the only confirmed area which could handle not only fixed bottom turbine storage and marshalling, and fabrication but any aspect of floating wind production and O&M although it is beyond the scope of this report to comment on the economics of this scenario. A rendering of what the Melford site could look like is presented in Figure 19.

Because offshore turbines have become so large, the requirements for port and infrastructure are not readily found around the world without significant investments. Melford would also require investment money but coupled with the container terminal and considering the deep water, land access around the site, and its greenfield status to be able to plan the layout make it the ideal opportunity for the Strait.



**FIGURE 19: MELFORD TERMINAL WITH RENEWABLE ENERGY COMPONENT (FOR ILLUSTRATIVE PURPOSES)**

There is potential to expand the scope of the container terminal to include additional wharfage, laydown area and other supports needed for either fixed bottom or floating offshore wind activities. This could include the full range of support from marshalling and storage to fabrication, construction, assembly of floating wind foundations, turbine integration, O&M and major repair for floating wind turbines/foundations. There is also opportunity to support onshore wind if there is a need and the site is available during project timelines. Finally, the proposed site and facility has land and water access which could support a manufacturing facility for renewable energy components or other industries. With unknown timing of the Melford site, there are limited opportunities for the current Strait infrastructure to support the large, fixed bottom or floating offshore wind components.

### **13.2.2 Point Tupper – Common User Port**

There is potential for existing industrial locations or undeveloped lands on Point Tupper to support a common user port. There are a range of potential scenarios from expansion of current facilities to a new build common user port. Modifications to existing facilities will depend on the planned use.

Examples of what this infrastructure could bring to the area can be seen at the Mulgrave Terminal but could be expanded to include larger items if the dock facilities were appropriately designed.

- Aggregates
- Fishing Vessels
- Location for landing hydrogen/ammonia equipment
- Receive land-based wind turbine components for developments on the Cape Breton Island side of the causeway.
- Available for other users like NSP, Cabot Gypsum and PHP if needed to import/export equipment or products for their facilities.

- Provide opportunity to other users without direct water access including the Municipal industrial parks and Cooper's property in Point Tupper.

The areas reviewed for potential development were PHP, Cabot Gypsum, NSP, McNally's, and Invest NS lands.

### PHP

The dock is centrally located in Point Tupper and has features which could be beneficial for a common user port. These include a capable wharf with approximately 9m+ water depth, low usage, some open lands on site for temporary storage, and access to rail lines.

The combination of features makes the PHP site a good candidate for supporting other businesses who do not have water access on the Point Tupper side of the causeway. Wharf characteristics would need to be reviewed when considering movement of larger components as current production activities require some of the facilities like the loading system on the dock to be in place. Modifications would be required to make the wharf and site more user friendly for other parties but there is potential to carry out the necessary work with significantly less investment than a new port development.

Landing of the large hydrogen and ammonia modules for the EverWind or Bear Head plants requires more detailed study because of the infrastructure on site and the transit route from PHP to the destination. Logistics need to confirm the route is clear from restrictions and the trade-off in using a lower cost receiving site versus the increase transport over roadways.

If onshore wind was to occur on the Cape Breton side of the causeway, PHP site would be a good candidate to receive those components as well and has done so in the past. Receiving offshore wind is also a possibility for the site, however the deeper draft vessels (12m+), would require significant modifications to the wharf to reach required depths or other solutions. Temporary storage for onshore or offshore components may be available depending on modifications to the site.

### CABOT GYPSUM

There is a wharf on site which is under lease from Invest NS. Very little activity occurs at the wharf as imports and exports from the plant generally utilize trucking or rail. Water depth is 6m, therefore vessels with large loads of product either fully unload at Mulgrave or partially unload at Mulgrave and then offload the remaining at the Cabot Gypsum site once acceptable draft is achieved. These are intermittent deliveries which means there is potential to accept material and equipment from other users. The land behind the wharf is limited to approximately 1 acre of laydown area so it could not handle large component storage.

Because of proximity to roads and rail, and the option to deliver goods via barge, the Cabot Gypsum site has potential to support both hydrogen and ammonia equipment deliveries and

potentially serve as a common user port for other industrial users. Hydrogen and ammonia equipment would have a fair distance to travel to project site so logistics would need to consider any road or utility restrictions which may be along the route.

The wharf may warrant some upgrades but because it is an existing facility it would be much less expensive than some other options including new builds.

Support for large offshore wind vessels calling on the wharf or direct delivery of large hydrogen and ammonia modules would not be possible without a large investment to reach the necessary drafts and ensure components could readily travel to a nearby location off site due to the restricted land. Although possible, the location would be less desirable than others to receive large vessels.

### **MCNALLY**

McNally's site has an unused jetty extending into deeper water so it would require a major rebuild to install a suitable wharf structure to receive larger vessels and enable material movement. This is a significant undertaking and would require the appropriate business case to pursue. Local road and rail access and a modest amount of laydown space means the site has the underlying characteristics if there was a desire to take on expansion activities. Infilling in the area could also increase the available space for equipment storage and movement as the site has a large waterfrontage.

Because of the cost to develop this type of facility, it would likely be designed for multi-purpose including offshore wind support. In that case, it could potentially handle hydrogen/ammonia module delivery and onshore wind projects which may occur.

The location and site features make the property attractive in the right investment scenario and as the core business for McNally, they would be well suited to carry out the marine work.

### **NSP**

The NSP site would require a large investment to become a viable option as a common user port. The NSP site currently has a jetty extending about 500m into deep water for coal deliveries. The coal moves onto a storage pile within the NSP lands. This is not suitable for any type of hydrogen/ammonia or wind turbine equipment offloading.

Based on the mandate to retire coal powered production by 2030, this site should have underutilized land when the transition happens.

The current coal storage area as well as adjacent lands total approximately 23 acres of flat land. Some of this land may be marked for other use but there is an opportunity to have lands available for storage. Access to water will be a challenge from this site as a complete wharf structure would need to be constructed and would be >200m long to reach 10m water depth. Alternatively, equipment could be offloaded at a nearby site (e.g. PHP), and the open land at NSP be used for storage.

The large investment needed is like a greenfield development and therefore is less attractive than other sites in the area as a common user port.

### **BEAR HEAD INDUSTRIAL RESERVE LANDS (INVEST NS LANDS) NEAR BEAR HEAD AND EVERWIND**

There are large tracts of land owned by Invest NS in the SE portion of Point Tupper. Separating them for assessment, one area is between the EverWind and Bear Head sites and there is another larger piece to the southeast of Bear Head.

Unfortunately, it was learned that the remaining lands are legally encumbered and are therefore not available from Invest Nova Scotia for alternative development. Of the provincial lands within the park with development potential, focus is on the optimum use of these provincially owned parcels through the establishment of a master servicing plan for the extension of infrastructure – including roads, water, and electricity – to support Point Tupper Industrial Park as a key asset in the development of an Atlantic Canada hydrogen hub and a preferred location of Nova Scotia’s premier hydrogen hub.

### **CASS COVE**

Cass Cove was identified as a potential location for a common user port. The parcels include a water lot between the NSP and PHP sites and a right of way (currently used for power lines), which stretches from the Strait to the municipal industrial parks in Port Hawkesbury. Both the water lot and lands are owned by Invest NS.

Reaching 10m+ water depth at the site would need between 250 – 450m in length depending on where a wharf was built. However, a potential wharf at this site would be central for many users in the industrial park and beyond. A rendering of what the Cass Cove site could look like is presented in Figure 20.

**FIGURE 20: CASS COVE COMMON USER PORT (FOR ILLUSTRATIVE PURPOSES)**



More detailed study is needed of this site to determine full potential and the opportunities which it could support. It is centrally located, connects to the road system easily, and the rail line runs nearby which could be beneficial to users. However, there is limited storage or other space immediately adjacent to any potential wharf and the existing use of some of the land may restrict other development opportunities.

#### **OTHER**

Examining other areas of Point Tupper which could accommodate a wharf capable of receiving the large hydrogen and ammonia facility components reveals limited options. Substantial upgrades to existing structures, a barge solution from Mulgrave or a new build wharf are required. As well, significant travel over roadways would also be required to get to the planned hydrogen and ammonia plants' locations and no site currently has the capability needed.

### **13.3 Offshore Wind**

Marshalling equipment to support US offshore wind or performing many of the requirements to support the Canadian wind farms can potentially be accomplished in the Strait. Providing the support for fixed offshore farms will introduce the skill development and expertise which can transfer to floating technology, both of which can be accomplished in the Strait. Particularly at the Melford Terminal, space could be allocated for fixed wind but also maintain flexibility to repurpose lands as needed to shift into the floating wind space.

The Strait is fortunate to have the physical conditions and location which can help Nova Scotia, Canada and the Eastern US achieve both fixed and floating wind development. With the deepest water on the Eastern seaboard, the Strait is a natural place to develop a floating wind facility. The area will be able to evolve with future changes from fixed to floating units as water depths will not be a limitation.

For offshore wind, a key unknown is the timing of when projects may take place. Developing Canada's offshore windfarms is expected to begin in the mid 2030s, but this timeline is not well defined. The Strait possesses many of the attributes and potential which can support the industry, however this uncertainty creates challenges to transition the area to take advantage of the new opportunity and to provide a long-lasting impact.

Several reasons contribute to the uncertainty with one of the main ones being onshore windfarm development. There are still significant lands available for onshore wind in NS and because the turbines are now reaching 6 – 7 MW capacity, the cost difference to an offshore field is an important consideration. The planned onshore developments can provide a cleaner grid and support the early phases of hydrogen/ammonia projects.

The timing of floating wind will be challenged further by the immature technology and costs which have yet to see reductions similar to the fixed bottom projects. As well, the land requirements for floating wind are significantly greater which puts more limitations on areas

which are suitable for development activities. Fortunately, the Strait can fulfil the needs of floating wind, but the projects are most likely more than a decade away.

Particularly for Canada, the other major hurdle for offshore wind development is the offtake of the wind energy. Because the local energy market in NS is only approximately 2.5 GW at peak load, there is a question as to where the offshore energy will flow. Offshore farms take advantage of economies of scale in their development, meaning windfarms of 1 GW or higher are desirable. This amount of intermittent energy cannot be connected into a small grid system without alternate arrangements in place.

Thus, offtake by Power to X or hydrogen producers and/or an upgraded grid system to reach other markets (Canada and eastern US) is critical to move forward any meaningful offshore wind activity. Fortunately, the Strait has two proposed hydrogen/ammonia projects which can provide the necessary offtake to propel the onshore and offshore wind sectors in the area to become a Canadian leader in the industry.

#### **13.4 US Offshore Support**

The growth in size of wind turbines also means these larger, heavier components need more lay down areas at factories or storage locations. To maintain efficiency at the manufacturing plants, finished products need to be moved away from site in a timely manner to make way for new components. This situation has already occurred to the benefit of Atlantic Canada. Both Newfoundland and Labrador (Argentia) and Nova Scotia (Atlantic Canada Bulk Terminal & Sheet Harbour), have received monopiles and transition pieces destined for offshore US wind farms. The trend is likely to continue unless there is a slowdown in US installations, Jones Act compliance vessels become available, or several major infrastructure upgrades are completed in the eastern seaboard. Canadian ports have an opportunity to alleviate pressures on US ports and European factories/ports and provide an ideal solution to the fixed bottom offshore market.

Sites which received offshore wind components needed investment to be ready, but they were existing sites with attributes which made them favorable locations – water depths, flat laydown area, wharf strengths and availability. Unfortunately, there are not any areas in the Strait which can currently support offshore wind marshalling with modest investment.

#### **13.5 Industrial Parks**

The advancement of the onshore windfarms will require service support which the local area should be able to provide. This includes an operations workforce and auxiliary equipment such as cranes. With increasing numbers of onshore turbines installed, there will naturally be a greater need for all maintenance related services from welders, electricians, turbine technicians, and heavier equipment such as cranes for component repair and replacement, and eventual decommissioning. Some of these services will require expansion to businesses which can lead to an opportunity for new locations with more space. This will be a gradual transition as the land-based wind farms develop.

Hydrogen and ammonia production development will also require an increase in the workforce and added services to support the production operations. These support services may look to the industrial parks to establish operations. Many of the needed services are in place now, as part of the industrial workforce serving the large clients in the Strait. Additional personnel and skills will be required for operations and maintenance of the hydrogen and ammonia plants. The extent of need and timing will depend on the roll out of these opportunities. The Port Hawkesbury/ Richmond County Joint Industrial Park and Port Hawkesbury Business Park will have a role as the industrial base grows.

If other industries can be attracted to the area via the clean energy or hydrogen/ammonia products, there will be a need for other support. These directly related businesses could be for equipment servicing or rental, materials, contract personnel, fabrication, and others. These may be filled with current businesses, but some may open opportunities for a new business who would need space and buildings.

As no port in the Strait can currently provide marshalling activity for US based offshore wind projects, there is limited requirement for auxiliary services to support this sector at this time. Development of a large port site on Point Tupper or the Melford terminal with capacity to receive and store wind component or use for assembling of turbines, is needed to kick off the offshore industry and auxiliary support from industrial parks.

### **13.6 Risks**

There are risks to the Strait being able to capitalize on the renewable energy industry. These relate to timing of projects and infrastructure work, permitting, other countries' activities, overall industry growth and other global trends which cannot always be foreseen.

Hydrogen and ammonia development is progressing in the Strait but needs to have more firm markets and commitments for offtake to ensure it will deliver the planned local industry cost competitively. Current estimates are that green hydrogen costs up to 3 times that of hydrogen derived from natural gas. With technology advancements, costs are expected to become comparable in the 2030 timeframe. Developments in the hydrogen space is cause for optimism. If the world hydrogen market does take off, the Strait is positioned better than many international jurisdictions from a capability standpoint and is located closer than most to the European market demand.

Timing for offshore renewable projects in Canadian waters is a significant unknown. There are several factors which will impact when it may occur, and these also contribute to timing of port (re)development in the area.

- The large potential for onshore wind development near the Strait and other areas of Nova Scotia and Newfoundland and Labrador may cause offshore projects to be delayed as economics will favor onshore wind, especially with the larger turbines now being planned. (6 – 7 MW units)
- Offshore wind development timing will also be affected by regulation development, permitting, grid concerns being addressed and questions of offtake via hydrogen/ammonia or other means. These could cause delays to the offshore windfarms being constructed which impacts port development timing. These factors risk Canadian port capacity lacking the ability to support these projects and allow US to grow capacity to support domestic projects and possible Canadian projects also.

Although a common user port could potentially be established in Point Tupper to serve the hydrogen/ammonia projects, it must meet the timelines required for component delivery which is unlikely to happen.

Alternatively, a smaller common user port could be established at one of the existing facilities for a more modest investment. The scale of the port could vary from supporting local industry to the ability to handle the largest offshore components depending on location and investment. Development of new port infrastructure is required to support the largest components being used offshore. The ports need to ensure engineering work is complete to support current and potential future activities, obtain permits, secure financing, and ultimately perform the construction activities. These are significant steps which do not have fixed timelines and make investment decisions more difficult.

### **13.7 General**

For any work contemplated in the Strait and further across Nova Scotia, there needs to be coordination in developing both the local projects and utilities and other needs. For example, transmission lines from windfarms located on mainland Nova Scotia need to connect with hydrogen and ammonia plants in the Point Tupper area. These should be optimized both in capacity and routing. Minimizing environmental disturbances by considering multiple projects will help permitting and reduce concerns from residents. This notion extends to roads and other utility works which each constitute major projects.

These major infrastructure developments should not all be looked at as project specific needs but be a part of an overall renewable energy development strategy. The Strait can support this through their own permitting controls and dialogue with other government agencies who have input in authorizations.

# Conclusions and Recommendations

Several themes emerged during the study with respect to the Strait's potential role in supporting onshore and offshore wind and Power to X development in Canada, the US and beyond.

1. Onshore wind projects planned for Nova Scotia is a great opportunity for the area. The Strait is well situated to support onshore wind equipment delivery and the long-term O&M needs for the area.
2. As the volume of onshore wind installations grows in Nova Scotia (and other provinces), means the offshore wind market may face challenges competing for capital and offtake.
3. The Strait is known for its deepwater asset, however existing wharfs do not extend into waters far enough to receive the heavy transport and installation vessels used for wind farm construction today. These vessels require between 12m and 14m water depth at the wharf and are likely to require deeper drafts in the future. Thus, modification to existing wharfs, dredging, or a new wharf are required for current and future offshore wind vessels.
4. An observation related to offshore wind developments in the US in particular is that ports are not economically viable. Instead, a regional approach is generally taken in support of the offshore windfarms. Multiple ports are used for projects following the strength of each. This can encourage specialization and efficiencies, aiding in project success.
5. Attracting an original equipment manufacturer (OEM) for the renewable industry is a strategic endeavor. A local OEM will help bolster the industry and spin off opportunities, complimenting the port capability of the region. Areas such as New Jersey or Massachusetts have successfully brought in cable, and monopile factories which will support multiple projects in the eastern seaboard proving long term employment and economic activity. In Canada, GE is making blades for onshore and offshore wind turbines in the Gaspé Bay region.

6. Current supply chain to US offshore turbines is still largely from European and Asian countries. This makes Canadian ports a viable intermediary. Should the US supply chain displace European suppliers, Canadian ports may become less attractive to support US offshore wind.
7. In Point Tupper there are many industrial facilities with water rights and ongoing operations. This independence can produce conflicting drivers at times and inhibit growth of the Strait. Construction of a common user port in Point Tupper would provide a long-term asset for all users of the Strait and if it met criteria could also be a more economical solution than singular facilities being constructed for each hydrogen/ammonia development, for example.
8. The local aggregate supply has the opportunity to support US offshore and Canadian offshore wind.
9. Stakeholder engagement showed general support for additional industrial activity in the Strait related to renewable projects. However, there was not a clear vision of what activities may occur and what is needed from port owners to support the work.
10. A port capable of supporting floating wind development does not exist in North America.
11. Globally, floating wind is challenged to become commercial scale.
12. Any location studied for port expansion in the Strait must look at potential environmental concerns.



Recommendations for the area include:

1. In the near term, the Strait should concentrate efforts on the onshore wind and hydrogen/ammonia markets. Recent announcements from wind Developers [8] and the Federal [9] and Provincial governments [10], [11]] indicate support to push the market forward. There is great potential and available lands to support new wind farms and initiate a green hydrogen and ammonia production industry.

For the Strait, this opportunity involves:

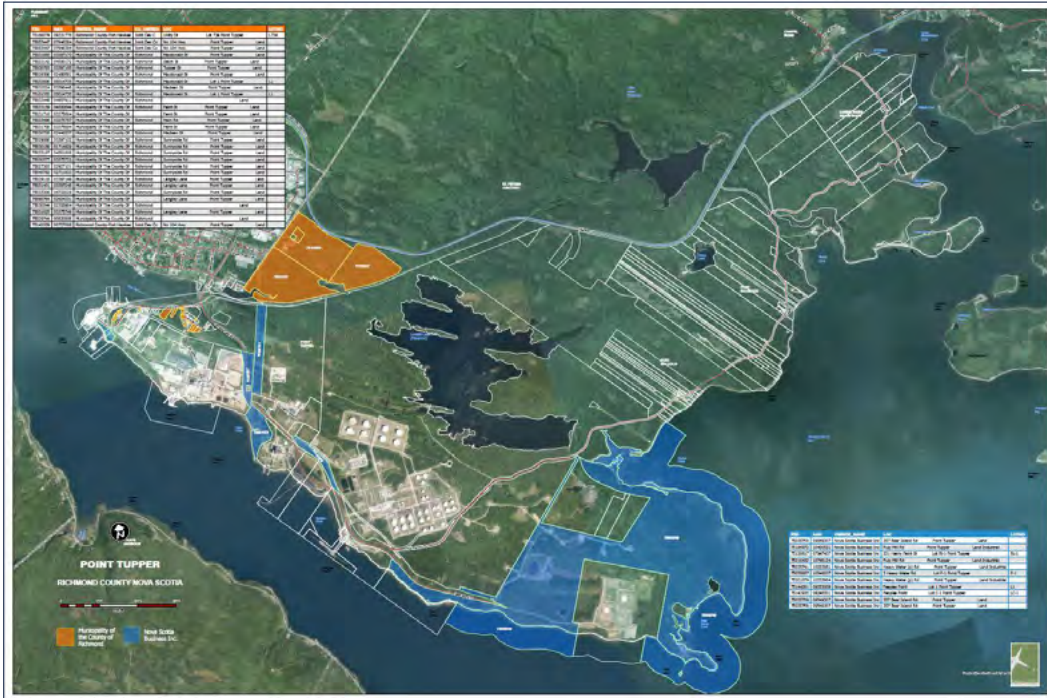
- For the mainland side, optimize logistics for wind turbine component receiving via Mulgrave Marine Terminal
  - Providing storage and road enhancements area for components to support movement away from Mulgrave Terminal
2. For longer term strategy for the Strait, investment opportunity includes:
    - Construction of Melford Terminal with a design that should support fixed bottom and floating wind. The design should anticipate the ability for Melford to transition from fixed to floating wind and be future proof - to maintain status a strategic location for offshore wind support.
    - Develop a common user port on Point Tupper to be available for other industrial users.
    - Examine the opportunity to extend a Point Tupper common user port to include adjacent lands where available. This could be suitable for marshalling or storage of wind components for both fixed bottom and floating wind, or a potential manufacturing location with ready access to water. Manufacturing could be related to wind energy projects, or another industry who may be seeking renewable energy and / or hydrogen for their operations.
    - Attract an OEM to the Strait.
  3. Existing providers of offshore wind marshaling in Atlantic Canada makes similar work in the Strait less appealing.
    - The Canadian offshore market has uncertain timing, and a new build standalone marshalling port may lack a plausible business case. As the renewable energy industry evolves there will be more clarity on the offshore development and makeup of the industry including:
      - How significant the offshore development will be in Canada
      - Locations of windfarms
      - Maturity of the Hydrogen/ammonia industry and demand for the product
      - Fixed bottom versus floating technology deployment, floating is not commercially developed yet globally
  4. To support the offshore wind fleet, it would be advantageous for the Strait to be able to offer all ancillary services at competitive prices required during port calls including tugs or adequate size and quantity, fresh water, fuel and provisions.

# Appendices

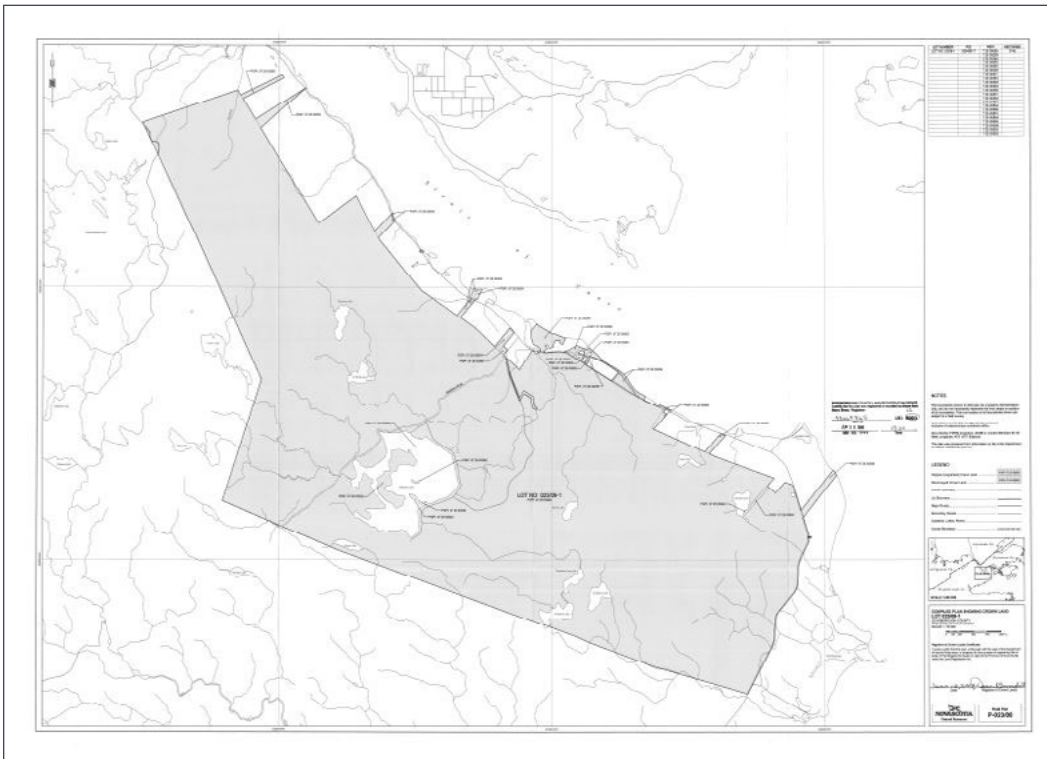
## 15.1 Stakeholder Consultation List

Stakeholder	Contact Name
Strait Superport Corporation	Tim Gilfoy
Invest Nova Scotia	Virginia Bonn
Nova Scotia Department of Natural Resources and Renewables	Shawna Eason
Transport Canada (hydrogen)	Peter Lavallee
Transport Canada (Port Authority Oversight)	Heather Moriarty
Transport Canada - Real Projects group (harbour bed owners)	Philp Cheung / Aiden Johnson
AtShip Services Ltd.	Ed Rafferty
Superport board	Iaian Langley
EverWind Fuels	Adam Trudeau / Paul Currie
Bear Head Energy	Paul MacLean Ghislain Pitre
Nova Scotia Power	Roy Dobson
Port Hawkesbury Paper	Geoff Clarke
McNally International	Ricky Penny
Cabot Gypsum	Marcel Girouard
Martin Marietta Materials	Eric Gamble
Melford Industrial Land Reserve	Gordon MacDonald
Melford Atlantic Gateway	Mike Uberoi
CN Rail	Dave Thomas Thomas Bateman
Municipality of the County of Richmond	Troy MacCulloch Martin Thomsen
Town of Port Hawkesbury	Terry Doyle
Municipality of the District of Guysborough	Sean O'Connor
Town of Mulgrave	David Gray
Municipality of the County of Inverness	Keith MacDonald
Eastern District Planning Commission	John Bain
Allan J. MacEachen Airport	Kyle Cyr
Nova Scotia Community College – Strait Area Campus	Vivek Saxena / Bert Lewis
DP Energy	Anne-Marie Beliveau
SBM Offshore	Gerry Sheehan
Warden of Richmond County	Amanda Mombourquette
Port of Nigg	Iain Sinclair
Membertou First Nation	Kelsea MacNeil

## 15.2 Map



Invest Nova Scotia and Richmond County Ownership - Point Tupper Map



Melford Industrial Reserve

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**Waterford**  
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## What are we Up to?



# Cape Breton Unama'ki

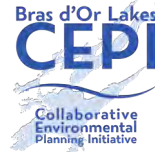
## The Bras d'Or Lake & Watershed A UNESCO BIOSPHERE

Located within the unceded ancestral territory of the Mi'kmaq

### It's all about Community!

- Celebrating a dynamic ecosystem
- Simulating tourism and other community activities
- Encouraging healthy living
- Developing cross-cultural understanding

### Biosphere Boundary



**VISION**  
To lead a unique collaboration of partners that incorporate both traditional Mi'kmaq and western perspectives in order to foster a healthy and productive Bras d'Or Lake Watershed ecosystem

**PURPOSE**  
To develop an overall management plan for the Bras d'Or Lakes Watershed ecosystem and to facilitate its implementation by governments and other relevant stakeholders

**OBJECTIVES**  
A balance of environmental, social, cultural and institutional objectives will be pursued to ensure the health and sustainable use of the Bras d'Or Lakes Watershed ecosystem

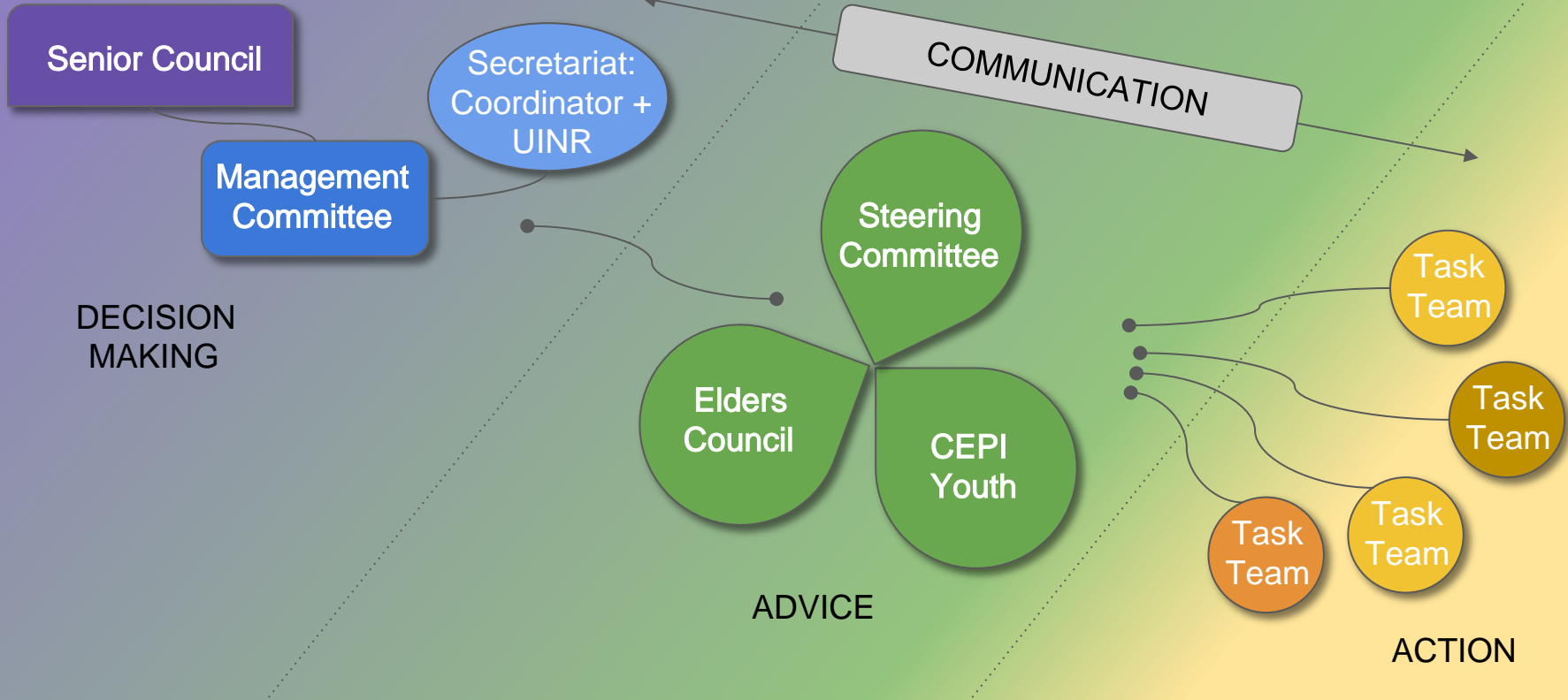
By signing this Bras d'Or Charter we commit ourselves to support the vision, purpose and objectives outlined for the Bras d'Or Lakes Watershed by the Collaborative Environmental Planning Initiative (CEPI) on October 28th at Bras d'Or Lakes, Nova Scotia.

*Cheryl Lee*, Chair, Bras d'Or Lakes Watershed CEPI  
*Thomas A. Paul*, Chair, Bras d'Or Lakes Watershed CEPI  
*John Morgan*, Chair, Bras d'Or Lakes Watershed CEPI  
*Wesley Budge*, Chair, Bras d'Or Lakes Watershed CEPI  
*John Boudreau*, Chair, Bras d'Or Lakes Watershed CEPI  
*John Gray*, Chair, Bras d'Or Lakes Watershed CEPI  
*Maureen*, Chair, Bras d'Or Lakes Watershed CEPI  
*David*, Chair, Bras d'Or Lakes Watershed CEPI  
*Da D'Long*, Chair, Bras d'Or Lakes Watershed CEPI

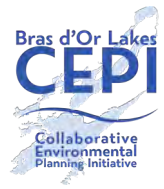
Collaborative Environmental Planning Initiative



# The CEPI Structure



# VISION



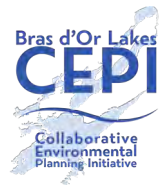
**“To lead a unique collaboration of partners that incorporate both traditional and western perspectives in order to foster a healthy and productive Bras d’Or Lakes watershed ecosystem.”**

# PURPOSE

**“To develop an overall management plan for the ecosystem of the Bras d’Or lakes and watershed lands and to facilitate its implementation by governments and other relevant stakeholders.”**

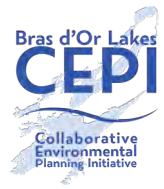
- **Institutional**
- Social/Cultural**
- Environmental**
- Economic**

# GUIDING PRINCIPLES



- 1) We are part of Nature, not owners of her.**
- 2) We will assist in healing previous damages.**
- 3) We will consider the impact of our present actions on future generations.**
- 4) We will pay attention.**
- 5) We will cause no net loss of habitat.**
- 6) We will work together.**
- 7) We are accountable.**

# Current Initiatives



- **Barachois Ponds**

  - CEPI Youth**

  - Forestry**

  - Species at Risk**

  - Tourism**

  - Sportfishing**

  - 2025 Etuaptmumk/Two -Eyed Seeing Conference**

## Amaguadees Barachois Pond Project

- Site Can be a potential Mi'kmaq Oyster harvesting area, possibly dating back to 6500 years old paleoenvironmental, possibly looking at re invigorating the Barachois pond project that was unfinished in 2014.

# Initiatives- CEPI Youth



**- We have a great new CEPI Youth Worker, her name is Theresa Harroun from Gardiner mines, she is a recent graduate from the NSCC NRET program and is currently at CBU. She has done great work this summer and will be with us for this year. We encourage the CEPI members to take advantage and work with CEPI youth to work with youth programs in your community.**

# Initiatives - Forestry



- We have lost CEPI forestry funding from Oceans North, but we talked to Waddie's class that, and they will continue monitoring the site and Fred Baechler who was working with Garret Bagnell on the Forestry project has been doing monthly checkups and will work with Waddie's class on the project.

## Recreational Fishing

- We finished the Mi'kmaq Hunting and Fishing guides course in November same week as the end of the Two Eyed Seeing conference. There was 16 hunting and fishing guides certified as part of our Sportsfishing report recommendations and we are hiring a sports -fish coordinator through the JCP program at NS works. Also, the guides went through a professionalization program, and we will be working with NSITEN and DCB to help them setup businesses and go from there. The Bras d'Or lake was also named one of the top 10 places to fish in Canada and we will be hosting or working with other groups to put on a fishing tournament.

## Explore the Bras d'Or

- Oceans north has offered to pay for a coordinator for a  $\frac{3}{4}$  to a year position and we are looking at having an event in all seasons of the year, two weeks each and looking a funding from DCB and NSCHT to continue funding this event for three years. Our tourism task team leads are Robert Bernard – NSITEN and Terry Smith – DCB are the co-chairs.

## Muiwatmnej Etuaptmumk II

After a successful 2023 conference, we have decided to have another conference in 2025 due to the overwhelming response from people and organizations that couldn't attend and with Two Eyed Seeing gaining traction around the world. This event will involve workshops to assist communities in applying Two Eyed Seeing in their programs and initiatives.

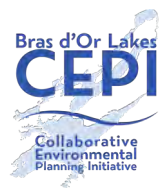


# MUIWATMNEJ ETUAPTUMUK

HONOURING TWO-EYED SEEING

TURNING VISION INTO ACTION

# Bras d'Or Lakes CEPI



# Pitu'paq

is the waterway that connects the 5 Unama'ki First Nation Communities with the 5 municipalities around the lake.



The Bras d'Or Lake is the largest inland saltwater Lake in the world.

United through a common vision – Unama'ki



The elders of Unama'ki came up with the name *Pitu'paq* which translates to "flowing into oneness" as a way that the Bras d'Or Lakes have been perceived.

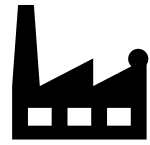
Pitu'paq is a unique partnership that brings leaders from First Nation Communities and Counties in Cape Breton to the table on a monthly basis.

The shared goal is to preserve and enhance the social, economic, and environmental prospects in (Unama'ki) Cape Breton for seven generations



# Why Pitu'paq?

## Impacts of sewage from:



**overflow from treatment plants during storms**



**discharge from recreational boaters**



**inadequate sewage disposal from some cottages**

**Effects from Invasive Species**



## Impacts of sewage include:



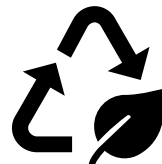
**Oysters / other fisheries operations**



**Increased eutrophication  
(algae growth)**



**Health risk to recreational activities**



**Loss of ecosystems and traditional  
Mi'kmaq medicines**



## Pitu'paq took action on sewage pollution:



**Installing pump-out stations for boat discharge in addition to education and surveillance**



**Upgrading outdated sewage treatment plants (Whycocomagh)**



**Mapping coastlines where climate change models predict inundation of public works infrastructures**



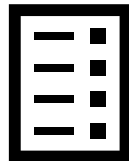
## Pitu'paq took action to address the impact of climate change



**Climate Change Conference (2013 - Wagmatcook)**



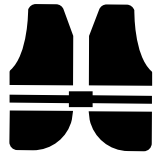
**Climate change community workshops in First Nation communities to gain traditional knowledge and understanding and to collaborate on action plans**



**Assisting some municipalities with drafting climate change action plans**



## Potable water and water conservation projects include:



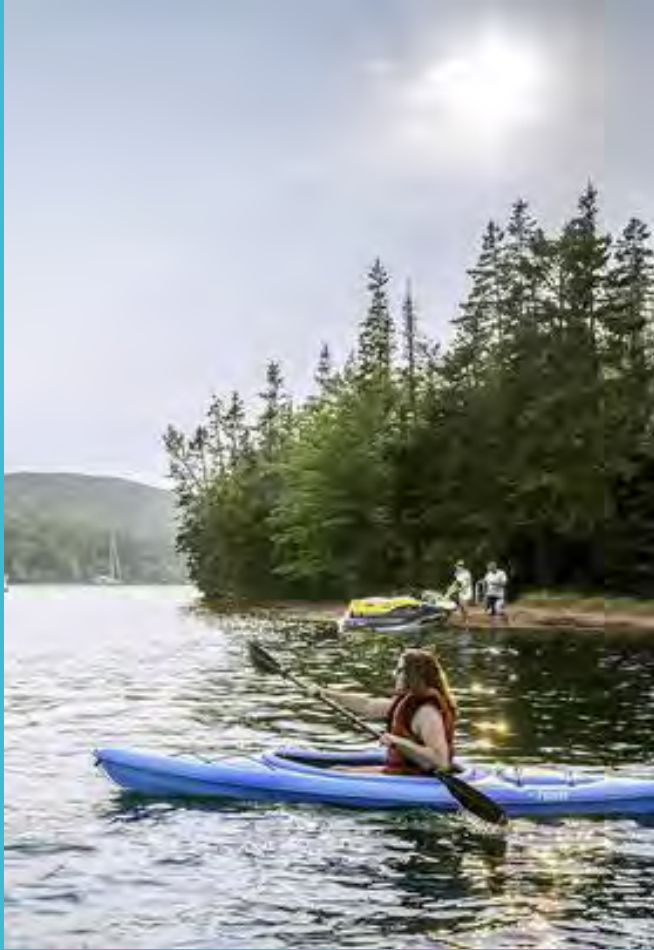
Creation of Potlotek Water Rangers to clear debris in and around the freshwater supply watershed.



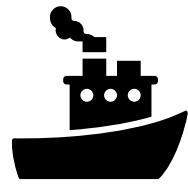
Water balance project – Membertou



CBRM / Membertou runoff diversion



## Other notable projects include:



**Dredging silt that was hampering boat navigation (Partnership with Environment Canada - Inland Waters)**



**Facilitating dialogue between Inverness County and Wagmatcook leading to the memorandum of understanding (broader than just sewage treatment)**

# Pitu'paq: 2024 & beyond

Unama'ki Institute of Natural Resources (UINR) and the Collaborative Environmental Partnership Initiative (CEPI) are just some of our partners

Pitu'paq has acquired resources to expand and engage with partners on timely projects

Currently drafting a 5 year Concept and Action Plan



# New Projects Include:

**Maliamu'kik msit Ko'kqmanaq Project - Species at Risk.**  
Develop and deliver workshops to woodlot owners on how to protect species using a combo of Traditional Mi'kmaq Knowledge and current research

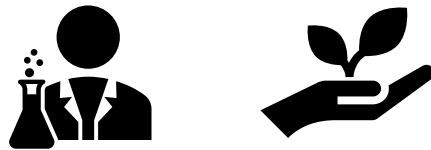
**Unama'ki Watershed Data Collection and Stakeholder Engagement March 31, 2024 – Sept 2025**

**Shoreline Erosion control – Malagawatch, Potlotek**

**Working towards a low-carbon economy**



**Pitu'paq aims to combine Traditional Mi'kmaq Knowledge with current scientific research in its approach to projects an Etuaptmumk approach (Two-Eyed Seeing)**



**Pitu'paq seeks to partner and work with federal, provincial, and First Nation communities, municipalities, non-governmental organizations, and academia.**

For more  
information  
on Pitu'paq:

Facebook: <https://www.facebook.com/Pitupaq-256100354435059/>

Website: <https://www.uinr.ca/pitupaq/>

Contact:

Stan Johnson(Chair)

Stan.johnson@brasdorcepi.ca

902 – 549 2304



Welalioq  
Thank you  
Merci  
Tapadh Leibh





## Warden's Report: December 2024

Event	Organization/Issue	Date(s)
Meeting with Dept of Fisheries & Aquaculture	Meeting	Dec. 4, 2024
Everwind for RECA Student Tour	Presentation	Dec. 6, 2024
Offshore Wind Task Force Virtual Meeting	Presentation	Dec. 6, 2024
Briefing with Mutual Aid	Meeting	Dec. 9, 2024
"Conversation with PM" Event in Halifax	Presentation	Dec. 9, 2024
Interview CBC Radio: Holiday Events in Richmond	Interview	Dec. 10, 2024
Briefing with CB Partnership Dev.t Officer	Meeting	Dec. 12, 2024
Destination CB Sustainable Tourism Event	Engagement session	Dec. 12, 2024
Meeting with MLA	Meeting	Dec. 16, 2024
IDEA Committee Meeting (as ex officio member)	Meeting	Dec. 17, 2024

*Note: For review; list does include council/committee meetings where all councillors were present, or matters related to District 2 residents' concerns*



# Memo

**To:** Municipal Council  
**From:** Troy MacCulloch, CAO  
**Date:** January 6, 2025  
**Re:** Administration Operations Report, December 2024 - January 2025

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## Administration

- Bylaw and Policy work continues
  - Current: Travel and Expense Policy, Hospitality Policy, Inclusive, Diverse, Equitable, Accessible (IDEA) Advisory Committee Terms of Reference, Fire Protection Services Committee Terms of Reference, Dog By-Law, Presentations and Delegations Appearing before COW or Municipal Council
  - Upcoming: Dry Fire Hydrant Policy, Grants Policy
  - Completed: Municipal Emergency Management Planning Committee Terms of Reference
- Green Hydrogen meetings: Sector Dev – monthly, Everwind and Bearhead bi- weekly, Net Zero Quarterly, Clean Foundation and numerous Provincial Department meetings as required.
- Landrie Lake and Little River Project – weekly
- Working with our new Economic Development Officer on establishing priorities and goals – Land inventory ledger and Map [along with the Eastern District Planning Commission (EDPC)]
  - Continue our site visits to various businesses/employers in the region
- Working with our Energy Sector Manager on our two projects
- Working with Clerk/Comms officer, EMO, and IT to prepare for the release of our Voyent Alert Messaging app and the Vulnerable Persons Voluntary Registry – both slated for release in Winter 2025.
- Work with EDPC /Destination Cape Breton and the Province of Nova Scotia regarding Short Term Rentals/Marketing Levy
- Work with EDPC and Public Safety NS regarding proposed new Cell Tower installs and replacement
- Attended MRC (Marine Renewables Canada) Supply Chain Webinar for onshore and offshore wind development in Atlantic Canada
- Working with NSCC to schedule the work for the Deer Count
- HR related activities and Collective Bargaining prep for new CBA slated for Spring of 2025.
- Continue working with local developers to see how our municipality can further assist housing development in our area. First meeting was Jan 08.

## **Energy Sector Development**

- Strait of Canso Sustainable Infrastructure Strategy – The final draft version of Strait of Canso Sustainable Infrastructure Strategy – supported the project consultants, Waterford Energy Services Inc, in obtaining final feedback comments from key industry stakeholders in the Strait of Canso and reviewing the final draft version of the report. The Strategy will be presented to MOCR Committee of the Whole on 14 January 2025.
- Offshore Wind Centre of Excellence – No update since last Operations Report. The consultants, AECOM, are still working up a 2<sup>nd</sup> draft of the report, which will be available for review by the Project Steering Committee in mid/late-January.
- Nova Scotia Clean Fuels Fund Application – It was communicated by the Province to applicants that a decision would be made in mid-December 2024, but as of 6 January 2025, we still have not heard regarding a decision on our application.
- Regional Assessment for Offshore Wind in Nova Scotia – attended a Cape Breton focused workshop with the Regional Assessment Committee arranged by the Cape Breton Partnership on 6 December. Note that the deadline for comments on the final draft version of the report was 20 December 2024.

## **Information Technology (IT)**

- Maintenance of the tenant is ongoing as well as the supporting documentation for all IT.
- Advanced Backup and security software has been set up for the tenant and all Intune joined devices, we have now accumulated enough backup data in the cloud to receive our first invoice. This will have to be continually monitored and projected in alignment with the IT budget.
- The electric vehicle charger needs to be hardwired into the municipal building network, I will be working with Public Works to install the conduit etc.
- Software and hardware upgrades to the landfill are complete. They are now completely updated with a small amount of tidying up left to complete.
- Arena Wi-Fi upgrades are complete. The canteen was outfitted with hard-wired connections. A few small tidying up items remains to be completed.
- The Municipal office upgrades are underway. There will be some major changes to the IT room at the municipal office this month and a large decommissioning of old equipment.
- Data from the old Notes server is being converted and made available for employees to view emails from before our migration to Microsoft.
- Training documentation is in progress, the first focus is on council packages.
- The Vulnerable Persons Registry website/database is going to be under construction as soon as some of the above items are completed.

## **Emergency Management and Fires Services**

- VVPR – Voluntary Vulnerable Persons registry is in the final stages of approval for rollout – Policy, registration form, information sheet - Ongoing  
Voyent Alert has been purchased and work continues – templates, procedure for use, policy, and information sheet – Ongoing
- Committees
  - Fire Protection Services Committee quarterly meeting met on November 27<sup>th</sup>, next meeting is February 26<sup>th</sup>, 2025
  - Municipal Emergency Management Advisory Committee (MEMAC) / Municipal Emergency Management Planning Committee (MEMPC) – Ongoing
  - Municipal Emergency Management Plan (MEMP) revision – Ongoing
  - SRH Emergency Preparedness Committee – meeting January 13<sup>th</sup>.
- TMR Radios (EMO/VFD)
  - Encrypted TMR radios are online as of November 22<sup>nd</sup> – Completed
  - Working with NSEMO on return – meeting on the 9<sup>th</sup> with EMO partners
- Attending NSDEM/Federal Emergency Management Agency THIRA Session (Threat, Hazard, Identification and Risk Assessment) Sessions December 3<sup>rd</sup>-5<sup>th</sup> - Completed
- Updating Comfort Centre Lists and Generator maintenance – Ongoing
- Region 1 EMC Meeting November 28<sup>th</sup> - Completed
- Seniors Take Acton Coalition Meeting December 2<sup>nd</sup>
- Attended the St. Peter's VFD training night on December 12<sup>th</sup>, Training on their new dry hydrant in River Bourgeois.
- Conducted emergency generator testing and AED checks for the AED's registered with EHS – December 18<sup>th</sup> and 24<sup>th</sup>.
- Comfort Centre program file updates (contacts and requirements) – ongoing
- Working on mapping for emergency responses like wildfires and evacuations – ongoing
- ICS Training for staff and Council – ongoing

## **Department of Community Development and Recreation**

- Multi Use Feasibility Study Engagement Plan
  - Final engagement is scheduled to take place the week of January 13<sup>th</sup>, 2025.
    - January 16<sup>th</sup> 11:30am – 1:30pm Scratch Eats Market
    - January 16<sup>th</sup> 7:00pm – 9:00pm Richmond Arena
    - January 17<sup>th</sup> 9:45am – 11:45am The Farmer's Pantry
    - Online platform to view the design and submit feedback will be available through the County social media accounts
- Recreation Winter programs are underway, online registration is open for all classes.
- The Recreation Advisory Committee currently has two citizen appointee vacancies
- The November 2024 Volunteer of the Month is Leon LeBlanc, District 1; December 2024 Volunteer of the Month is Arthur and Henrietta Doary, District 4
- An RFQ has been prepared for the printing and delivery services of the Richmond Reflections Municipal Newsletter. Details on the tender is available on the provincial procurement website and municipal website.
- Rick Hansen Facility Access Upgrades efforts continue to achieve certification by March 2025 for three Municipal Buildings (Transfer Station Scale House, Petit de Grat Library, Admin Building)
- Accessibility Plan: A working committee has been created, in partnership with the Village of St. Peters, to update the MOCR/VSP Accessibility (IDEA) Plan.

Upgrades will include incorporating a Diversity, Equity and Inclusion component to meet provincial requirements.

- Survey results are being compiled to incorporate into the new plan
- Community Development/Special Projects Officer is working with the Village of St. Peter's and AMANS to meet the requirements of the updated plan for Spring 2025.
- **The IDEA Committee currently has one citizen appointee vacancy**
- The Community Development and Special projects Officer (CDSP) continues to support MOCR organizations navigate municipal, provincial and federal funding opportunities, in addition to:
  - Facilitating the quarterly Richmond County Collaborative Network
  - Collaborating with various organizations to support targeted groups in accessing resources and supports such as Older Adults, Not for Profits, Trails Associations, etc
  - On-going community networking with community organizations
  - Circulates a grant guide for community to have as a resource
  - Meeting with various partnering organizations to discuss potential projects for the county
  - Participating in the GMIST ACTivate program to create a Community Development Plan with various community representatives in Richmond County. The working group meets regularly to complete the objectives of the program and develop a plan for Richmond County.

## **Department of Finance**

- **Staff have completed the water and sewer bills, and they have been mailed out and are due January 31, 2025.**
- **We are currently in the process of importing and balancing the 2025 Assessment Roll.**
- **Staff have been working on completing our reporting for DMAH (Capital Investment Plan (CIP)/Pre-construction Report).**
- Ongoing training to backfill Manager of Accounting and Finance Position as well as Financial Reporting & Accounts Payable and Receivable position are ongoing.
- Awaiting auditors to complete the audited financials for the year ending 2023-24.

## **Department of Public Works**

### **Capital Projects Update**

- EV charging station – Installation complete. Awaiting setup of the payment function.
- Sewer System Renewal – In progress.
- Bulk water filling station – Tender in development.
- Arichat / Evanston Tower Upgrades – Generators installed and functional. Chemical dosing upgrades to follow – equipment received and awaiting installation.

- Accessibility Upgrades - In progress.
- Municipal Building Solar PV – Consultant engaged to complete design. Installation tender to follow.
- **Building Repairs (kennel/sidewalk building) – Awarded. Complete.**
- Waste Facility Transfer Station Renewal – Tender awarded.
- Arichat WTP Filter Rebuild – Material received. Awaiting contractor availability.
- Arichat WTP – New Distribution Pump.
- Arichat WTP Upgrades – In development.
- Water Utility Hydrants / Meter Replacements – In progress.
- Water / Wastewater Capacity / Condition Assessment – In progress.

### **Solid Waste Management**

- **Extended Producer Responsibility Regulation implementation date December 1, 2025. Municipality must decide if it will enter into an agreement to provide curbside collection services for eligible material or if industry will be responsible. Briefing note to follow.**
- **Consultant engaged to complete pre-engineering complete with cost estimates for construction and demolition site expansion. New site must adhere to Province's revised guidelines and is expected to increase cost of disposal. Costs will be considered in upcoming budget. Draft report received. Decision required on whether the Municipality will expand its C&D operation or transport C&D material offsite for disposal. Briefing note to follow.**
- Curbside Collection contracts for zone 1 and zone 2 expire March 31, 2025. Tender to be issued prior to the end of the calendar year. **Tender issued for services from April 1, 2025 to November 30, 2025, to cover period leading up to implementation of new regulations. Tender closed January 7, 2025. Award pending.**
- New applications for amendment to be submitted to NSECC for Solid Waste Transfer Station and Construction and Demolition Site at the along with supporting documents and reports. Submitted.
- **NSECC audit carried out in December for C&D Facility and Transfer Station.**

### **Richmond Water Utility**

- **Continuing to work on process improvements to address challenges posed by higher organics in the raw water during the fall/winter months.**

### **Richmond Sewer**

- The Municipality continues to seek funding opportunities for replacement of the Arichat and Petit de Grat sewer treatment plants which are at end of life and do not meet regulatory effluent quality requirements.

## **Upcoming Events**

n/a

## **Upcoming Meetings**

- January 16 – IDEA Advisory Committee / 5 - 7 pm, Richmond Arena Board Room
- January 28 – Regular Council Meeting / 7 pm, Council Chambers



## November 2024 Volunteer of the Month – Leon Leblanc

Leon joined the Isle Madame Fire Department in 1976 and became Fire Chief in 1983, a role he held for 25 years until his retirement in 2008. Beyond his firefighting career, Leon served on the Board of Directors for the Waverly Firefighting School and was an active member of the Strait Area Mutual Aid organization.

Leon spent several years coaching minor hockey, showcasing his commitment to supporting youth. His passion for music allowed him to volunteer at the Port Hawkesbury Nursing Home, Richmond Villa, and St. Anne's Centre, sharing his talent and bringing joy to residents. Always ready to lend a hand, Leon frequently volunteered at community benefits, embodying the true spirit of generosity.

Please join us in recognizing Leon for his hard work, dedication, and commitment to his community.

We thank you for all you do for Richmond County!





## December 2024 Volunteer of the Month – Henrietta & Arthur Doary

Henrietta and Arthur are cornerstones of our community. Henrietta began playing the church organ at 11 years old, and sixty years later, she continued to share her talent. She has also led the church choir, and is involved in many local charities.

Arthur's legacy is etched into the local church, where he designed and crafted the stained-glass windows, the crosses on the doors, and the altar. Known as the go-to handyman, he is always available for repairs. Arthur has also served as a Eucharistic minister, reader, and member of both the parish council and Liturgical Committee for over 50 years.

Arthur was a founding member of the Tara Lynne Center, designing and drafting its plans, as well as those for the River Bourgeois Visitation Parlour. Together, Henrietta and Arthur exemplify unwavering dedication, creativity, and service to their community.

Please join us in recognizing Henrietta & Arthur for their hard work, dedication, and commitment to their community.

We thank you for all you do for Richmond County!



## Shelley David

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**From:** Jennifer Enright [REDACTED]  
**Sent:** January 5, 2025 4:49 AM  
**To:** Shelley David  
**Subject:** proclamation request for March 2025?  
**Attachments:** Amyloidosis Awareness Month Proclamation with final French Translation 25SEP2022 - Copy\_1\_ (1) (1).docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

You don't often get email from ejennifer569@gmail.com. [Learn why this is important](#)

Hello,

I was in contact with your office last year to see if your municipality could recognize March as Amyloidosis Awareness Month in 2025.

Shelley David from Richmond County advised me that I need to apply earlier for any council submission and approval of our proclamation. So I am applying in early January.

I understand if it's not possible to have our proclamation approved, but I just wanted to try again this year!

I've attached a copy of the proclamation that we submit to municipalities. It is in both French and English.

I look forward to hearing back from you.

Thanks and warm regards,

Jennifer Enright  
patient and volunteer with the Canadian Amyloidosis Support Network (CASN)



## Amyloidosis Awareness Month Proclamation

**Whereas**, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

**Whereas**, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

**Whereas**, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

**Whereas**, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

**Whereas**, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

**Whereas**, Early diagnosis can lead to better outcomes for both patients and their families; and

**Whereas**, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

**Attendu Que** mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

**Attendu Que** l'amylose est un groupe de maladies qui se développe lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

**Attendu Que** l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

**Attendu Que** l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

**Attendu Que** certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie ;et

**Attendu Que** le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

**Attendu Que** la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.

**Therefore**, be it resolved that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby proclaim March 2025 as "Amyloidosis Awareness Month" in the Municipality of the County of Richmond.

Dated at Arichat, Nova Scotia this \_\_\_\_ day of \_\_\_\_\_ 2025.



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

*Department of Finance*

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**MEMO TO:** TROY MACCULLOCH, CAO

**MEMO FROM:** KATHLEEN JEFFREY

DATE: January 8, 2025

RE: Type 1 – Infrastructure

Dear CAO,

Attached is a grant application from the Isle Madame New Horizon Senior Citizens Club for Infrastructure Grant Funds in the amount of \$5,000. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey  
Interim Director of Finance

**This project aligns with the following County initiatives or plans:**

- |   |  |
|---|--|
| <input type="checkbox"/> Accessibility Plan                 | <input type="checkbox"/> Economic Development        |
| <input type="checkbox"/> Active Living / Recreation Plan    | <input type="checkbox"/> The Strategic Plan          |
| <input checked="" type="checkbox"/> Age Friendly Initiative | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development   | <input type="checkbox"/> Waterfront Development      |
| <br>  |  |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u>   |  |



**Grant/Funding Application**

Organization Legal Name

The Madame New Horizon Senior Citizens Club

Contact Person

Joson Marchand

Position in Organization

Treasurer

Email

[Redacted]

Telephone

[Redacted]

Mailing Address

2373 Highway 206 P.O. Box 164 Arichat, Nova Scotia B0E 1K0

Signature

*Joson Marchand*

Date

Dec 31 / 24

Are you registered through the Registry of Joint Stocks?

Yes

No

\* Please note that all requests for funding (except Section C2) require your organization to be registered through the Registry of Joint Stocks

Please check the box corresponding to the grant for which you are requesting funding.

Type 1	Infrastructure	<input type="checkbox"/>
Only complete Section A (page 2)		
Type 2	Start-up Activity	<input checked="" type="checkbox"/>
Only complete Section B (page 3)		
Type 3	Recreation/Sponsorship	<input checked="" type="checkbox"/>
Only complete Section C1 for Physical Activity (page 4)		
Only complete Section C2 for Instructor/Facilitator Development (page 5)		
Only complete Section C3 for Sponsorships (page 6)		
Only complete Section C4 for Canada Day (page 7)		
Type 4	Regional/Health/General	<input checked="" type="checkbox"/>
Only complete Section D (page 8)		

**What you need to know before applying for funding**

- i) Please only fill one application per grant type (i.e. If you want to apply for both Start-up Activity and Canada Day grants, you must fill out 2 separate application forms.)
- ii) Failure to correctly complete this application may delay funding review/approval.
- iii) Your project cannot start before approval is given. Failure to do so may result in your funding request being denied.
- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
- v) The Municipality of the County of Richmond reserves the right to request more information regarding the grant application.
- vi) The Municipality of the County of Richmond reserves the right to conduct a site inspection.
- vii) Please allow 6 - 8 weeks for processing.

Please forward applications to:  
Danielle Martell, Community Development & Special Projects Officer  
2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0  
cdspofficer@richmondcounty.ca  
Telephone: 902-226-3982 Fax: 902-226-0295

Grant Type

1



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

Section A - Infrastructure - 50% of costs, Maximum of \$5,000 per application

Maximum of one application per year, per organization

Application checklist:

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year
- 3 Quotes for proposed project with an explanation of award

Overview of Project

Please describe the project in as much detail as possible.

If you need additional space please use the Additional Information Sheet attached to this application.

Replacement of 7 windows  
Front Facing of Building  
Interior Painting.

Does your organization own the assets for which you are applying for funding to upgrade/improve?  Yes  No

Project budget

Cost of the project

Capital Costs

Land

Materials

Labour Costs

Other Capital Costs

Specify:

Other Capital Costs

Specify:

TOTAL

\$ 0.00

Financing the project/Other revenue

Organization's costs

Have you had to borrow for this project?

Yes  No

Loan/Debt

Funding Agency

Provincial

Federal

Other (Specify):

Amount requested from Municipality  
If approved, funds must be spent by March 31.

TOTAL

\$ 0.00

30768.25

23076.19

CREDIT 2697.00

5000.00

23076.19

Registry ID: 1888289

SUSAN MARCHAND  
ISLE MADAME NEW HORIZONS SENIOR CITIZENS  
PO BOX 164  
ARICHAT NOVA SCOTIA B0E 1A0

- Annual Filing Requirements
- Annual Statement
  - Annual Registration Fee
  - Financial Statements

The Annual Statement and Annual Registration Fee must be filed together. Financial Statements must be filed 14 days after the Society's Annual General Meeting. Financial Statements must be signed by the society's auditor, or if there is no auditor, by two directors. If all annual filings are not received by your due date your registration will be revoked.

Amount due:

\$31.15 ✓

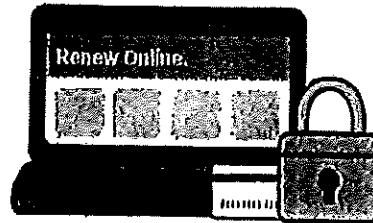
Due date:

31 October 2023

You can complete your renewal online at:

[rjsc.novascotia.ca](http://rjsc.novascotia.ca)

Create a free account to quickly update your business information and renew your registration. Get started at [rjsc.novascotia.ca](http://rjsc.novascotia.ca)



Step 1: Sign in or create an account

Step 2: Search for your Society by name or RJSC number under "Renew or update my business or non-profit"

Step 3: Click "Renew Registration"

*PAID ~~Out~~ Sept 29/23  
C# 2309*

Email Address: \_\_\_\_\_

[will not be viewable by the public]

Please check to receive future Renewal Notices and related communication by email.

**Other options to renew:**

Complete the Annual Statement form and mail to Registry of Joint Stock Companies, PO Box 1529, Halifax, NS B3J 2Y4 or deliver in person to any Access Nova Scotia location.

Payments made by cheque must be in Canadian funds, payable to: Registry of Joint Stock Companies. Cheques cannot be post-dated. The information included in this page will not be made available to the public.

Cheque  Money order  Visa  MasterCard  American Express  Discover Card

Credit card account number

Phone

Card holder's name (PLEASE PRINT)

Expiry month

Expiry year

Signature \_\_\_\_\_



# ISLE MADAME NEW HORIZONS SENIOR CITIZENS

Profile Relationships Events (27)

Reg. Number

1888289

Reg. Name

ISLE MADAME NEW HORIZONS SENIOR CITIZENS CLUB

Type

Society

Status

Active

Effective Date

09-Dec-2019

Registered on

07-Oct-1988

Next Annual Return

31-Oct-2025

Address

# ISLE MADAME NEW HORIZONS SENIOR CITIZENS CLUB

## Profile Relationships Events (27)

Name <b>PAULINE RICHARD</b>	Relationship <b>Director</b>	Effective From <b>17-Oct-2022</b>
Name <b>RON MONTGOMERY</b>	Relationship <b>Director</b>	Effective From <b>15-Mar-2024</b>
Name <b>ROSE MARIE FARRELL</b>	Relationship <b>Director</b>	Effective From <b>01-Aug-2024</b>
Name <b>SUSAN M. MARCHAND</b>	Relationship <b>Officer( Treasurer )</b>	Effective From <b>03-Apr-2019</b>
Name <b>CLAIRE BOYD</b>	Relationship <b>Officer( Secretary )</b>	Effective From <b>17-Oct-2022</b>

# ISLE MADAME NEW HORIZONS SENIOR CITIZENS CLUB

Profile Relationships Events (27)

Name <b>DONALD GOYETCHE</b>	Relationship <b>Officer( President )</b>	Effective From <b>15-Mar-2024</b>
--------------------------------	---	--------------------------------------

Name <b>BRENDA BOUDREAU</b>	Relationship <b>Officer( Vice-president )</b>	Effective From <b>01-Aug-2024</b>
--------------------------------	--	--------------------------------------

Name <b>SUSAN MARCHAND</b>	Relationship <b>Recognized Agent</b>	Effective From <b>09-Dec-2019</b>
-------------------------------	---	--------------------------------------

ISLE MADAME NEW HORIZON SENIOR CITIZENS CLUB  
2373 HIGHWAY 206  
POST OFFICE BOX 164  
ARICHAT, NOVA SCOTIA  
B0E 1A0

LIST OF BOARD MEMBERS

Donald Goyetche - President -

Gloria Samson - Vice President -

Susan Marchand - Treasurer -

Claire Boyd - Secretary -

Ron Montgomery - Director -

Pauline Richard - Director -

Brenda Boudreau - Director -

Service Nova Scotia

Registry of Joint Stock Companies

Societies Act

Notice of Directors and Officers for

Ile Madame New Horizons SENIOR CITIZENS Club  
(society name)

Appointment Date: 2024/02/11  
(yyyy/mm/dd)

Director or Officer: \_\_\_\_\_  
(print or type name) (signature)

Date Signed: \_\_\_\_\_  
(yyyy/mm/dd)

\* The number of directors must correspond the number of directors listed in the most recent set of society by-laws.

Check one or both:  Director  Officer President  
(position held if officer)

Name: Donald Crochette  
(first name and middle initial) (last name)

Occupation: RETIRED

Residential Address: \_\_\_\_\_  
(civic number and street, apt/suite/unit)

\_\_\_\_\_

Check one or both:  Director  Officer Vice President  
(position held if officer)

Name: Gloria SAMSON  
(first name and middle initial) (last name)

Occupation: Retired

Residential Address: \_\_\_\_\_

\_\_\_\_\_ (city) \_\_\_\_\_ (prov) \_\_\_\_\_ (postal code)

Check one or both:  Director  Officer TREASURER  
(position held if officer)

Name: SUSAN M. MARCHANT  
(first name and middle initial) (last name)

Occupation: RETIRED

Residential Address: [REDACTED]  
(civic number and street, apt/suite/unit)

[REDACTED]

Check one or both:  Director  Officer SECRETARY  
(position held if officer)

Name: Claire Boyd.  
(first name and middle initial) (last name)

Occupation: Retired

Residential Address: [REDACTED]  
(civic number and street, apt/suite/unit)

[REDACTED]

Check one or both:  Director  Officer \_\_\_\_\_  
(position held if officer)

Name: Ron Montgomery  
(first name and middle initial) (last name)

Occupation: RETIRED

Residential Address: [REDACTED]  
(civic number and street, apt/suite/unit)

[REDACTED] (city) (prov) (postal code)

Check one or both:  Director  Officer \_\_\_\_\_  
(position held if officer)

Name: Pauline Richard  
(first name and middle initial) (last name)

Occupation: Retired

Residential Address: \_\_\_\_\_  
(civic number and street, apt/suite/unit)

\_\_\_\_\_ (city) \_\_\_\_\_ (prov) \_\_\_\_\_ (postal code)

Check one or both:  Director  Officer \_\_\_\_\_  
(position held if officer)

Name: Brenda Boudreau  
(first name and middle initial) (last name)

Occupation: RETIRED

Residential Address: \_\_\_\_\_  
(civic number and street, apt/suite/unit)

\_\_\_\_\_ (city) \_\_\_\_\_ (prov) \_\_\_\_\_ (postal code)

Check one or both:  Director  Officer \_\_\_\_\_  
(position held if officer)

Name: \_\_\_\_\_  
(first name and middle initial) (last name)

Occupation: \_\_\_\_\_

Residential Address: \_\_\_\_\_  
(civic number and street, apt/suite/unit)

\_\_\_\_\_ (city) \_\_\_\_\_ (prov) \_\_\_\_\_ (postal code)



Service Nova Scotia

Financial Reports  
Societies Act  
Page 2 of 2

Registry of Joint Stock Companies

BALANCE SHEET FOR

Isle Madame New Horizon Senior Citizens Club  
(society name)

for the fiscal period ending 2024/12/31  
(yyyy/mm/dd)

20

Assets

Current Assets

- Cash and deposits
- Accounts receivable
- Prepaid expenses

Capital/Fixed Assets

- Equipment
- Land and buildings
- Other capital/fixed Assets

45481.79

-

8000.

245,600 Assessm<sup>ts</sup>

35700.00

334181.0

A. Total Assets

Liabilities

Current liabilities

- Amounts payable
- Taxes payable

Long Term Debt

- Mortgage
- Other

B. Total Liabilities

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ 0

Equity

- Retained earnings/deficit
- General reserve

C. Total Equity

334181.0

Total Liabilities and Equity (A must equal B + C)

0

334181.0

Auditor or  
Director:

Susan Marchand  
(signature)

Director:

\_\_\_\_\_ (signature)

Susan Marchand  
(name)

\_\_\_\_\_ (name)



Service Nova Scotia

Financial Reports
Societies Act
Page 1 of 2

Registry of Joint Stock Companies

STATEMENT OF INCOME AND EXPENDITURES FOR

Isle Madame New Horizon Senior Citizens Club

(society name)

for the fiscal period ending

2024/12/31

(yyyy/mm/dd)

Table with 2 columns: Description and Amount. Rows include Income (Membership fees, Fund raising, etc.), Expenditures (Administration, Education, etc.), and Summary (Net Surplus, beginning/end of year).

Auditor or Director: [Signature] Director: [Signature]

[Signature] (name) [Signature] (name)

2025 BUDGET  
ISLE MADAME NEW HORIZON SENIORS CITIZENS CLUB

INCOME

Bingo	\$ 3500.00
45	1500.00
Crib	2000.00
Kitchen	17000.00
Bar	6500.00
Rentals	3000.00
Membership	1800.00
Jam Sessions	4000.00
Entertainment	500.00
Donations	2200.00
Total	\$42,000.00

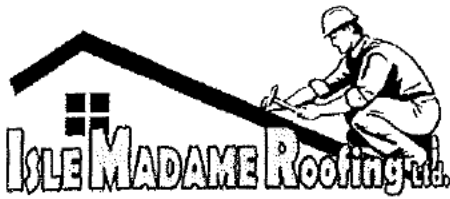
EXPENSES

Utilities	5500.00
Snow removal/Landscaping	2800.00
Janitor	2400.00
Insurance	3100.00
Maintenance/Supplies	2000.00
Administration/Supplies	2000.00
Water/Sewer	700.00
Donations	1000.00

Total

19,500.00

*Susan Macdonald*



**Contractor: André Boudreau**  
 54 Boudreauville Rd., P.O. Box 16  
 Petit de Grat, NS B0E 2L0  
 902-631-4232  
 902-302-2553  
[islemadameroofing@gmail.com](mailto:islemadameroofing@gmail.com)

# ESTIMATE

**Invoice #:**  
**Date:** February 11, 2024  
**HST REGISTRATION #:** 709141113

**Bill To:**  
 New Horizons Seniors Club  
 Attn: Susan Marchand  
 2373 Hwy 206  
 Arichat, NS B0E 1A0  
 Cell phone #: [REDACTED]  
 Email: [REDACTED]

**For:**  
 Replace windows, repair door, replace  
 vinyl siding, paint interior

DESCRIPTION	AMOUNT
This estimate includes material and labour for the following: <ul style="list-style-type: none"> <li>- Replacing 7 windows and placing new trim to put it back to the original</li> <li>- Repairing front door window with caulking as it is leaking</li> <li>- Replacing vinyl siding on front face of building</li> <li>- Painting the interior of the building. This includes repairing nail holes and caulking where needed. Priming the spots that have been repaired. Pole sand between each finish coat of paint. Applying 2 finish coats of paint to all walls in hallway, kitchen, bathrooms and main room. Painting doors and trims on windows, doors and baseboards.</li> <li>- Cleaning the worksite and disposing of any debris to the landfill</li> </ul>	
Material and Labour	\$ 26,755.00
HST	\$ 4,013.25
<b>TOTAL</b>	<b>\$ 30,768.25</b>
** This estimate is valid until March 5, 2024**	

**THANK YOU FOR YOUR BUSINESS!**

We are a Proud Local Company, Fully Insured and Registered with WCB of NS

*This is the  
 Approved Estimate a Contractor by  
 Provincial Government*

*Susan Marchand*

Harbourview Construction Ltd.  
206 Port Royal Road  
West Arichat, N.S. B0E 3J0

(902) 226-3528 (Office)  
(902) 631-1964 (Cell)

(HST #891880353)

## QUOTE

Harbourview Construction Ltd.  
206 Port Royal Road  
West Arichat, N.S. B0E 3J0

(902) 226-3528 (Office)  
(902) 631-1964 (Cell)

(HST #891880353)

## QUOTE

### NEW HORIZON CLUB

**THIS IS FOR MATERIAL AND LABOUR FOR A RENOVATION JOB  
FOR THE ABOVE PROPERTY OWNER.**

**1= MAT AND LAB, TO REMOVE 7 WINDOWS AS REQUESTED BY  
THE OWNERS, AND TO REPLACE WITH 7 NEW VINYL WINDOWS  
SAME SIZE AND TYPE OF WINDOW SINGLE HUNG WITH LOW-E  
AND ARGON ,AS THE ORIGINALS. INCLUDES ALL NEW TRIM,S ON  
THE INTERIOR .**

**\$ 13,475,00**

**HST 2,378.00**

**=====**

**\$ 15,853.00**

**2= MATERIAL AND LAB. TO REMOVE THE OLD VINYL SIDING ON THE FRONT OF THE BUILDING, AND TO INSTALL NEW VINYL SIDING [ COLOR WILL BE A BLUE ] WHICH WILL BE SELECTED BY THE CUB MEMBERS, 2 NEW CORNERS WILL BE INSTALLED ALSO .**

**\$ 5,400.00**

**HST 953.00**

**=====**

**\$ 6,353.00**

**3= MATERIAL AND LAB, TO REPAINT ALL THE WALLS ONLY IN THE MAIN HALL , BATHROOMS, AND KITCHEN, 2 COATS, HALL MEMEBERS WILL CHOOSE THE COLORS, THE BASEBOARDS AND ALL DOOR AND WINDOW TRIM,S WILL ALSO BE PAINTED.**

**\$ 7,400.00**

**HST 1,306.00**

**=====**

**\$ 8,706.00**

**THE TOTAL AMOUNT OF THIS QUOTE IS  
\$ 30,912.00**

**HST IS INCLUDED IN THIS TOTAL.**

**ALL WORK TO BE COMPLETED TO THE SATISFACTION OF THE CLUB PRESIDENT AND IT,S MEMBERS, WE WILL CLEAN UP THE SITE EACH DAY AS REQUESTED BY THE PRESIDENT, AND WILL KEEP THE SITE NEAT AND TIDY ALWAYS, WE WARR, ALL LABOUR WORK FOR 5 YR,S SHOULD IT BE A LABOUR PROBLEM. WE THANK YOU FOR THE CHANCE TO QUOTE YOUR JOB, AND SHOULD WE BE YOUR CHOICE OF CONTRACTOR, WE ALSO GARRANTEE THAT YOU WILL BE FULLY SATISFIED.**

**HARBOURVIEW CONST. LTD  
JAY GOODWIN**





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

*Department of Finance*

---

**MEMO TO:** TROY MACCULLOCH, CAO

**MEMO FROM:** KATHLEEN JEFFREY

DATE: January 9, 2025

RE: Type 4 – Regional/Health/General Grant Request

Dear CAO,

Attached is a grant application from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000. The application appears complete and is ready to be addressed by Council.

If you require anything further, do not hesitate to ask.

Best Regards

KJ.

Kathleen Jeffrey  
Interim Director of Finance

**This project aligns with the following County initiatives or plans:**

- |   |  |
|---|--|
| <input type="checkbox"/> Accessibility Plan                         | <input type="checkbox"/> Economic Development        |
| <input checked="" type="checkbox"/> Active Living / Recreation Plan | <input type="checkbox"/> The Strategic Plan          |
| <input type="checkbox"/> Age Friendly Initiative                    | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development           | <input type="checkbox"/> Waterfront Development      |
| <input type="checkbox"/> Other: <u>Canada Day Funding</u>           |  |



**Grant/Funding Application**

<b>Organization Legal Name</b> Richmond Boxing Club		<b>Contact Person</b> Matthew Kyte	
<b>Position in Organization</b> Head Coach	<b>Email</b> [REDACTED]	<b>Telephone</b> [REDACTED]	
<b>Mailing Address</b> 8710 highway 4 river bourgeois			
<b>Signature</b> trust_		<b>Date</b> 2024/12/11	

Digitally signed by trust\_ Date: 2025.01.02 11:42:22 -04'00'

Are you registered through the Registry of Joint Stocks?  Yes  No

\* Please note that all requests for funding (except Section C2) require your organization to be registered through the Registry of Joint Stocks

Please check the box corresponding to the grant for which you are requesting funding.

<b>Type 1 Infrastructure</b>	<input type="checkbox"/>
Only complete Section A (page 2)	
<b>Type 2 Start-up Activity</b>	<input checked="" type="checkbox"/>
Only complete Section B (page 3)	
<b>Type 3 Recreation/Sponsorship</b>	<input checked="" type="checkbox"/>
Only complete Section C1 for Physical Activity (page 4)	
Only complete Section C2 for Instructor/Facilitator Development (page 5)	
Only complete Section C3 for Sponsorships (page 6)	
Only complete Section C4 for Canada Day (page 7)	
<b>Type 4 Regional/Health/General</b>	<input checked="" type="checkbox"/>
Only complete Section D (page 8)	

**What you need to know before applying for funding**

- i) Please only fill one application per grant type (i.e. If you want to apply for both Start-up Activity and Canada Day grants, you must fill out 2 separate application forms.)
- ii) Failure to correctly complete this application may delay funding review/approval.
- iii) Your project cannot start before approval is given. Failure to do so may result in your funding request being denied.
- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
- v) The Municipality of the County of Richmond reserves the right to request more information regarding the grant application.
- vi) The Municipality of the County of Richmond reserves the right to conduct a site inspection.
- vii) Please allow 6 - 8 weeks for processing.

Please forward applications to:  
**Danielle Martell, Community Development & Special Projects Officer**  
 2357 Hwy 206, P.O. Box 120  
 Arichat, NS B0E 1A0  
 cdsppofficer@richmondcounty.ca  
 Telephone: 902-226-3982 Fax: 902-226-0295

Grant Type:

4



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

**Section D - Regional/Health/General - Maximum of \$10,000**

**Maximum of one application per year, per organization**

**Application checklist:**

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year

**Overview of Request:**

*Please describe the request in as much detail as possible.*

*If you need additional space please use the Additional Information Sheet attached to this application.*

Please See Attached Word Document.

Our non profit in joint stocks as the richmond boxing club owns the building.

We are requesting the maximum of \$10,000.

**If approved, what will the funds be used for? Please note: Approved funds must be spent by March 31.**

The funds will primarily be used to repair the roof in our building.

**Other Financial Assistance**

Have you applied for other financial assistance?  Yes  No

*If yes, please list all other funding sources, including amounts received.*

Funding Source 1:	_____	\$	\$ 0.00
Funding Source 2:	_____	\$	\$ 0.00
Funding Source 3:	_____	\$	_____

To the counsellors of Richmond County,

For the youth in our Cape Breton community a boxing club offers much more than just physical training—it provides a sanctuary to build discipline, resilience, and self-confidence. In the ring, they learn to push their limits, face adversity, and rise after every setback. But beyond the sport itself, a boxing club teaches life skills: respect for others, the power of focus, and the strength that comes from hard work. It's a place where young people can channel their energy, build character, and discover their inner strength—paving the way for success both in and out of the ring.

Women's boxing programs in Richmond County are not just about fitness—it's about empowerment. It provides a vital space for women to build strength, resilience, and confidence in a world that too often tells them to shrink or stay silent. Boxing teaches discipline, self-defense, and mental toughness, giving women the tools to face not only physical challenges but the emotional and social battles they encounter every day. In a community where opportunities for women's athletic development can be limited, this program becomes a powerful catalyst for change, sparking confidence and camaraderie while breaking down barriers and redefining what women are capable of achieving.

The Richmond Warriors Boxing Club has a powerful impact on the First Nations community of Richmond County, offering a space for empowerment and cultural pride. Boxing helps young Indigenous athletes build confidence, resilience, and identity, while fostering a strong sense of belonging. Through mentorship and support, the club nurtures future leaders, creating lasting change and inspiring hope in the community.

We are exploring a seniors' boxing program that would be a game-changer for our community, offering a dynamic way to promote health, vitality, and social connection for older adults. Beyond the physical benefits—like improved strength, balance, and cardiovascular health—boxing provides a mental boost, helping to sharpen focus and reduce stress. It fosters a sense of achievement and camaraderie, counteracting isolation and building friendships among participants. In a time when staying active and engaged is more important than ever, a seniors' boxing program would empower our elders to feel strong, confident, and connected, enhancing their quality of life while setting an inspiring example for all ages.

A grant would provide the Richmond Warriors Boxing Club with the necessary funding to make essential improvements to their facility, including repairing the roof. The current roof is in urgent need of repairs, if it leaks during heavy rain, causing damage to the interior it would create an unsafe environment for athletes and coaches. By securing this grant, the club would be able to address these structural issues, ensuring that the facility remains dry, secure, and functional for training. Additionally, the grant could help enhance the overall quality of the gym, improving equipment, lighting, and ventilation. These upgrades would provide a safer, more comfortable environment for local youth and adult boxers, encouraging greater participation and supporting the club's mission to promote fitness, discipline, and community engagement through the sport of boxing. As well as us continuing our vital programming to the county and possibly have more programming opportunities in the future.



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

**Additional Information Sheet**



Registry of Joint Stock Companies

Date 30 January 2024

Kathryn LeBlanc

Receipt Num TR1092863

Customer Ref. CT41633

H.S.T. # R125030429

Receipt

Sub Num	Name	Transaction Type	Registry ID	Total Cost CA\$
SR508984	RICHMOND BOXING CLUB	Annual registration of a society	4387711	\$31.15
<b>Total</b>				\$31.15

The payment was made against the account: AC1154

Transaction Type	Transaction Type	Tran Amount CA\$
Credit/Debit Card		\$31.15
<b>Total Due/Paid</b>		\$31.15

# RICHMOND BOXING CLUB

[Profile](#) [Relationships](#) [Events \(5\)](#)

Reg. Number

**4387711**

Reg. Name

**RICHMOND BOXING CLUB**

Type

**Society**

Status

**Active**

Effective Date

**12-Jan-2022**

Registered on

**12-Jan-2022**

Next Annual Return

**31-Jan-2025**

## Addresses

Reg. Address

**8710 HIGHWAY 4, RIVER BOURGEOIS, NOVA SCOTIA, B0E 2X0, CANADA**

Mailing Address

**8710 HIGHWAY 4, RIVER BOURGEOIS, NOVA SCOTIA, B0E 2X0, CANADA**

## RICHMOND BOXING CLUB

Profile Relationships Events (5)

Name	Relationship	Effective From
TAHIRIH PAUL	Director	12-Jan-2022
KATHRYN LEBLANC	Director	12-Jan-2022
CHARLES JOHNSON	Director	08-Mar-2023
KATHRYN LEBLANC	Officer( Secretary, Treasurer )	12-Jan-2022
MATTHEW KYTE	Officer( Vice-president )	12-Jan-2022

Items per page 5

1 - 5 of 7





# RICHMOND BOXING CLUB

Profile Relationships Events (5)

Name	Relationship
SHAWN GREENE	Officer( President )

Name	Relationship
KATHRYN LEBLANC [REDACTED]	Recognized Agent

## ANNUAL OPERATING BUDGET 3 Years

### RICHMOND BOXING CLUB

		Current Year		Next Year		Following Year	
<i>Fiscal Year ending:</i>		2024	%	2025	%	2026	%
<b>REVENUE AND SUPPORT</b>							
Revenue			#####		#####		#####
	Program Fees	\$3,200.00	15%				
	Merchandise sales	\$1,000.00	5%		#####		#####
	Membership Fees	\$5,000.00	23%		#####		#####
	Facility Rental	\$4,200.00	20%		#####		#####
	Consulting/training		0%		#####		#####
Support	Foundation and Corporate Grants		#####		#####		#####
	Sport Nova Scotia	\$2,000.00	9%		#####		#####
	Contributions and Donations	\$1,000.00	5%		#####		#####
Other	Events and Fundraising		0%		#####		#####
	Fundraising	\$5,000.00	23%		#####		#####
	All Other		0%		#####		#####
	<b>TOTAL INCOME</b>	<b>\$21,400.00</b>	<b>#####</b>	<b>\$0.00</b>	<b>#####</b>	<b>\$0.00</b>	<b>#####</b>
<b>EXPENSES</b>							
			0%		#####		#####
	Rent	\$9,000.00	42%		#####		#####
	Utilities	\$1,500.00	7%		#####		#####
	Propane/Heat	\$500.00	2%		#####		#####
	Banking	\$20.00	0%		#####		#####
	Boxing Nova Scotia	\$250.00	1%		#####		#####
	Office Supplies	\$500.00	2%		#####		#####
	Marketing and Promotions	\$1,000.00	5%		#####		#####
	Insurance: Business/Liability/Real Estate		0%		#####		#####
	Accounting/Legal	\$300.00	1%		#####		#####
	Repairs/Maintenance	\$500.00	2%		#####		#####
	Internet	\$1,600.00	7%		#####		#####
	Dues & Subscriptions	\$240.00	1%		#####		#####
	Depreciation	\$1,000.00	5%		#####		#####
	<b>TOTAL EXPENSES</b>	<b>\$16,410.00</b>	<b>77%</b>	<b>\$0.00</b>	<b>#####</b>	<b>\$0.00</b>	<b>#####</b>
<b>NET SURPLUS (DEFICIT)</b>		<b>\$4,990.00</b>	<b>23%</b>	<b>\$0.00</b>	<b>#####</b>	<b>\$0.00</b>	<b>#####</b>
<b>Budgeted Set Aside for Cash Reserves</b>		<b>\$</b>		<b>\$</b>		<b>\$</b>	

# Balance Sheet

## Richmond Boxing Club

As of Dec 31, 2022

ACCOUNTS	Dec 31, 2022
<b>Assets</b>	
<b>Cash and Bank</b>	
Checking Account	\$4,454.58
<b>Total Cash and Bank</b>	<b>\$4,454.58</b>
<b>Other Current Assets</b>	
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Long-term Assets</b>	
<b>Total Long-term Assets</b>	<b>\$0.00</b>
<b>Total Assets</b>	<b>\$4,454.58</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Harmonized Sales Tax	-\$212.28
<b>Total Current Liabilities</b>	<b>-\$212.28</b>
<b>Long-term Liabilities</b>	
<b>Total Long-term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>-\$212.28</b>

**Equity**

**Retained Earnings**

Profit between Jan 1, 2022 and Dec 31, 2022 \$4,666.86

**Total Retained Earnings \$4,666.86**

**Total Equity \$4,666.86**



Service Nova Scotia

Registry of Joint Stock Companies

Financial Reports
Societies Act
Page 1 of 2

STATEMENT OF INCOME AND EXPENDITURES FOR
Richmond Boxing Club

(society name)
for the fiscal period ending

2024-12-31

(yyyy/mm/dd)

Table with 2 columns: Description and Amount. Rows include Income (Membership fees, Fund raising, Other revenue), Total Income (4,500), Expenditures (Administration, Education and training, Insurance, Professional fees, Salaries, Other expenditures), Total Expenditures (800), Net Surplus or (Deficit) (A - B = C) (3,700), Surplus or (Deficit), beginning of year, and Surplus or (Deficit), end of year (C + D = E) (3,700).

Auditor or Director: Matthew Kyte (signature)

Director: (signature)

Matthew Kyte (name)

(name)

32 Whaler way  
Lynche River NS B0E 3B0  
+19026314818  
Business Number : 752812024NS0001

Estimate #: 1017  
Date: 14/11/2024  
Exp. Date: 05/12/2024  
\$26,523.53

-----  
-----  
-----  
Address:

Matthew Kyte  
  
-----  
-----  
-----

<u>Date</u>	<u>Activity</u>	<u>Sales Ta</u>	<u>Qty</u>
<u>Rate</u>	<u>Amount</u>		
14/11/2024	Materials install new		
HST NS	1	23,063.94	
23,063.94			
	metal roof		
	on boxing		
	club in		
	bara head		
	includes		



**Building ownership**

---

From Matthew Kyte [REDACTED]  
Date Mon 06-Jan-2025 2:25 PM  
To Danielle Martell <cDSPofficer@richmondcounty.ca>

Hi Danielle, we own the building. We acquired ownership in December of 2024.

Matthew Kyte

Emm #92327

THIS WARRANTY DEED made this 20<sup>th</sup> day of December, 2024.

**BETWEEN:**

**SALMON RIVER COMMUNITY ASSOCIATION**, a Society pursuant to the Societies Act, having its office at 11 Langley Road, Barra Head, Nova Scotia, B0E 3B0

being the Owner of the lands described in Schedule "A" herein

("Grantor")

- and -

**RICHMOND BOXING CLUB**, a Society pursuant to the Societies Act, of 8710 Highway 4, River Bourgeois, Richmond County, Nova Scotia, B0E 2X0

("Grantee")

**WITNESSETH THAT** in consideration of One Dollar and other good and valuable consideration;

**THE GRANTOR** hereby conveys to the Grantees, as Joint Tenants and not as tenants in common, the lands described in Schedule "A" to this Warranty Deed (the "lands") and hereby consents to this disposition, pursuant to the *Matrimonial Property Act* of Nova Scotia.

**THE GRANTOR** covenants with the Grantee that the Grantee shall have quiet enjoyment of the lands, that the Grantor has good title in fee simple to the lands and the right to convey them as hereby conveyed, that the lands are free from encumbrances, and that the Grantor will procure such further assurances as may be reasonably required.

**IN THIS** Warranty Deed the singular includes the plural and the masculine includes the feminine, with the intent that this Warranty Deed shall be read with all appropriate changes of number and gender.

DOCUMENT E-SUBMITTED

LIB: Richmond County  
DATE: 2024-12-23  
BOOK: 125805337

## AFFIDAVIT OF STATUS

CANADA  
PROVINCE OF NOVA SCOTIA  
COUNTY OF

I, Amanda Martell, make oath and say that:

1. I am a Director of **Salmon River Community Association** (the "Society"). Except as otherwise stated I have personal knowledge of the matters to which I have sworn in this Affidavit.
2. I acknowledge that the Society executed the foregoing Instrument by its proper officer(s) duly authorized in that regard on the date of this affidavit. This acknowledgment is made for the purpose of registering such Instrument pursuant to s. 79(1) of the Land Registration Act, S.N.S., 2001, c.6 as amended and/or pursuant to S. 31(a) of the Registry Act, R.S.N.S., 1989, c. 392.
3. That I am a duly authorized officer of the Society authorized to execute this instrument on behalf of the Society and thereby bind the Society.
4. The Society is a resident of Canada under the *Income Tax Act* (Canada).
5. Membership in the Society does not entitle the member to occupy a dwelling owned by the Society.

SWORN TO at Port Hawkesbury, in the  
County of Inverness, Province of Nova  
Scotia this 20 day of December  
2024, before me,



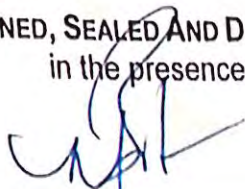
\_\_\_\_\_  
Maurice R. Boudreau  
A Commissioner of the Supreme Court of  
Nova Scotia



\_\_\_\_\_  
Amanda Martell

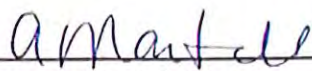
IN WITNESS WHEREOF, the Grantor has properly executed this Indenture the day and first above written.


SIGNED, SEALED AND DELIVERED  
in the presence of



\_\_\_\_\_  
WITNESS

SALMON RIVER COMMUNITY  
ASSOCIATION

Per:   
Amanda Martell, Director


Per:   
Katie LeBlanc, Director



RICHMOND MULTI-USE CENTRE  
FEASIBILITY STUDY







## Visit a Public Open House Near You!

 We want to hear from YOU!

Be part of the conversation about the Municipality of the County of Richmond's Multi-Use Facility Feasibility Study. Join us at one of **three Public Open Houses** to review the proposed design and share your feedback.

Open House Dates and Locations:

-  **Scratch Eats Market:** January 16<sup>th</sup>, 2025, 11:30am – 1:30pm  
*2392 Hwy 206, Arichat, NS B0E 1A0*
-  **Richmond County Arena:** January 16<sup>th</sup>, 2025, 7:00pm – 9:00pm  
*3122 Whiteside Rd, Louisdale, NS B0E 1V0*
-  **The Farmer's Pantry:** January 17<sup>th</sup>, 2025, 9:45am – 11:45am  
*10042 Grenville Street, St. Peter's, NS B0E 3B0*
-  **Online Platform:** **January 10<sup>th</sup> - 20<sup>th</sup>, 2025**  
[Multi-Use Facility Design Feedback Form](#)

## Let's shape this project together!

To view the What We Heard document, visit [What we heard](#)

If you are unable to attend and would like to view the design and share your feedback visit [Multi-Use Facility Design Feedback Form](#) or click the QR code





**Municipal Affairs**  
**Office of the Minister**

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PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

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December 30, 2024

Dear Mayors, Wardens and Councillors:

I am writing today to commend all municipalities for successfully adopting the legislated Code of Conduct within the required timeline. Province wide adoption of this essential framework reflects a shared commitment to fostering respectful and constructive dialogue at the Council table.

The development of the Code of Conduct framework illustrates the significant collaboration between municipal governments and the Government of Nova Scotia. I would like to express my appreciation to the members of the Code of Conduct Working Group for their commitment and hard work over the past three years in developing and recommending a model that will effectively serve all 49 municipalities and 21 villages.

I would like to highlight that the Working Group recommended reviewing the Code three years after its implementation. This thoughtful approach underscores the importance of continuous evaluation and improvement to ensure that the Code continues to effectively support respectful and constructive conduct at the Council table.

Thank you, once again, for your commitment to the new municipal Code of Conduct. I am confident that this new standard will create a more positive work environment for municipal elected officials across Nova Scotia.

I look forward to our ongoing collaboration in the New Year as we engage in projects that will have meaningful impact on our communities.

Sincerely,

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

Honourable John A. Lohr  
Minister of Municipal Affairs

c: Chief Administrative Officers



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

## **Inclusive, Diverse, Equitable, Accessible (IDEA) Advisory Committee**

Call for Interest for Members

### **Join Our Committee**

The Municipality of the County of Richmond and the Village of St. Peter's is currently seeking individuals to join the IDEA Advisory Committee. If you are a member with a lived experience related to one or more of the following dimensions of diversity:

- Individual with Ethnocultural and/or linguistic diversity
- Racialized individuals
- Gender and sexual diverse individuals
- Indigenous individuals
- LGBTQ2S+ individuals
- Individuals with disabilities or represent an organization that represents people with disabilities
- Individuals that may not have lived experience related to one or more of the dimensions of diversity; however, would like to support the work of the IDEA Advisory through their allyship

consider joining our committee.

The IDEA Advisory Committee provides advice to Municipal Council on identifying, preventing and eliminating barriers for participants in municipal programs, services, initiatives and facilities.

Interested individuals are requested to submit applications in writing, indicating their experiences that would best suit the needs of the committee by 4:00 pm on February 12, 2025.

Please address applications or inquiries to:

Municipality of Richmond County

Attention: IDEA Advisory Committee

2357 Hwy 206, Arichat, NS B0E 1A0

By Email: [smury@richmondcounty.ca](mailto:smury@richmondcounty.ca)

Subject line: IDEA Advisory Committee Volunteer



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

## **Recreation Advisory Committee**

Call for Interest for Members

### **Join Our Committee**

The Municipality of the County of Richmond is currently seeking individuals to join the Recreation Advisory Committee. If you are a member with experience and/or interest related to recreation, active living or physical activity, consider joining our committee.

The Recreation Advisory Committee provides advice to Municipal Council all matters pertinent to recreation programs.

Interested individuals are requested to submit applications in writing, indicating their experiences that would best suit the needs of the committee by 4:00 pm on February 12, 2025.

Please address applications or inquiries to:

Municipality of Richmond County

Attention: Recreation Advisory Committee

2357 Hwy 206, Arichat, NS B0E 1A0

By Email: [smury@richmondcounty.ca](mailto:smury@richmondcounty.ca)

Subject line: Recreation Advisory Committee Volunteer

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	11/1/2024
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last		GENERAL

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26363	00026	HILL, WILLOW	11/6/2024	GENERAL	PMCHQ00002315	\$ 298.01
26364	00028	POTTIE, KAREN	11/6/2024	GENERAL	PMCHQ00002315	\$ 330.09
26365	00038	JOYCE, SARA	11/6/2024	GENERAL	PMCHQ00002315	\$ 323.68
26366	00046	TYRELL, SHEILA	11/6/2024	GENERAL	PMCHQ00002315	\$ 312.00
26367	00047	MARCHAND, SUSAN	11/6/2024	GENERAL	PMCHQ00002315	\$ 326.01
26368	00048	SKINNER, AMANDA	11/6/2024	GENERAL	PMCHQ00002315	\$ 298.01
26369	00055	GILLIS, TANNIS	11/6/2024	GENERAL	PMCHQ00002315	\$ 327.18
26370	00061	POTTIE, CYNTHIA	11/6/2024	GENERAL	PMCHQ00002315	\$ 320.17
* 26371	00901	LEBLANC, CORA	11/6/2024	GENERAL	PMCHQ00002315	\$ 320.17
26372	01245	SAMSON, CASSANDRA	11/6/2024	GENERAL	PMCHQ00002315	\$ 333.02
26373	03333	COTTON, ROBBIE	11/6/2024	GENERAL	PMCHQ00002315	\$ 348.00
26374	03610	MACLELLAN, DONNA	11/6/2024	GENERAL	PMCHQ00002315	\$ 320.17
26375	04090	BOUDREAU, DONNA	11/6/2024	GENERAL	PMCHQ00002315	\$ 286.34
26376	05430	KERR, GORDON	11/6/2024	GENERAL	PMCHQ00002315	\$ 224.00
26377	19086	DOOLEY, GEORGE	11/6/2024	GENERAL	PMCHQ00002315	\$ 252.00
26378	19087	DILLEROP, COURTNEY	11/6/2024	GENERAL	PMCHQ00002315	\$ 224.00
26379	19088	LANDRY, TINA	11/6/2024	GENERAL	PMCHQ00002315	\$ 298.01
26380	19089	BONIN, ANNE	11/6/2024	GENERAL	PMCHQ00002315	\$ 72.84
26381	19090	DOARY, ETHEL	11/6/2024	GENERAL	PMCHQ00002315	\$ 284.00
26382	19091	POTTIE, LAUREN	11/6/2024	GENERAL	PMCHQ00002315	\$ 285.16
26383	19092	DEMONE, CORINNE	11/6/2024	GENERAL	PMCHQ00002315	\$ 284.00
26384	19093	SPARLING, JOAN	11/6/2024	GENERAL	PMCHQ00002315	\$ 298.60
26385	19094	EDEN, MAGGIE	11/6/2024	GENERAL	PMCHQ00002315	\$ 292.17
26386	19095	FOUGERE, CYNTHIA	11/6/2024	GENERAL	PMCHQ00002315	\$ 317.83
26387	19096	WEDGE, CLETUS	11/6/2024	GENERAL	PMCHQ00002315	\$ 224.00
26388	19097	CANAM, CHARMAIN	11/6/2024	GENERAL	PMCHQ00002315	\$ 291.01
26389	19098	WEBB, ANITA	11/6/2024	GENERAL	PMCHQ00002315	\$ 252.00
26390	19099	LANDRY, SHELOR	11/6/2024	GENERAL	PMCHQ00002315	\$ 224.00
26391	19100	ROSS, DONNA	11/6/2024	GENERAL	PMCHQ00002315	\$ 322.51
26392	19101	BABIN, LISA	11/6/2024	GENERAL	PMCHQ00002315	\$ 312.00
26393	19102	BOUDREAU, AVA	11/6/2024	GENERAL	PMCHQ00002315	\$ 320.17
26394	19103	HILL, CINDY	11/6/2024	GENERAL	PMCHQ00002315	\$ 326.01
26395	19104	STEVENS, WANDA	11/6/2024	GENERAL	PMCHQ00002315	\$ 320.17
26396	20951	BERTHIER, CANDACE	11/6/2024	GENERAL	PMCHQ00002315	\$ 301.51
26397	24385	LAROCHELLE, PIERRE	11/6/2024	GENERAL	PMCHQ00002315	\$ 313.16
26398	30351	LAPOINTE ANNE	11/6/2024	GENERAL	PMCHQ00002315	\$ 293.34
26399	35150	CHIASSON, BETH	11/6/2024	GENERAL	PMCHQ00002315	\$ 323.68
26400	41904	HERDMAN, MARGARET	11/6/2024	GENERAL	PMCHQ00002315	\$ 295.68
26401	42309	MACDONNELL, ANNIE	11/6/2024	GENERAL	PMCHQ00002315	\$ 496.67
26402	42332	BOUDREAU, MANDY	11/6/2024	GENERAL	PMCHQ00002315	\$ 292.17
26403	43870	LEVESCONTE, ROBIN	11/6/2024	GENERAL	PMCHQ00002315	\$ 331.85
26404	48678	SAMSON, ANNETTE	11/6/2024	GENERAL	PMCHQ00002315	\$ 329.51
26405	48683	SHORT, AMANDA	11/6/2024	GENERAL	PMCHQ00002315	\$ 301.51
26406	48685	SKINNER, LISA	11/6/2024	GENERAL	PMCHQ00002315	\$ 783.70
26407	48726	MACNEIL, MELANIE	11/6/2024	GENERAL	PMCHQ00002315	\$ 327.18
26408	00068	SCHARFENBERG, DORIS	11/7/2024	GENERAL	PMCHQ00002319	\$ 699.13
26409	00069	SALACIA SEAFOOD INC.	11/7/2024	GENERAL	PMCHQ00002319	\$ 92.00
26410	00071	ECKHARDT, VANESSA	11/7/2024	GENERAL	PMCHQ00002319	\$ 90.00
26411	00072	TOUESNARD, DANA	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26412	00073	KEHOE, RACHEL	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26413	00074	GRAHAM, MEGHAN	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26414	00076	RHYNOLD, ROBYN	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26415	00077	KIRPA, NATALIA	11/7/2024	GENERAL	PMCHQ00002319	\$ 90.00
* 26416	00079	BOUNDREAU, BRITTANY	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26417	00081	MATTHEWS, MELISSA	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26418	00082	BRANCH 110 LEGION / POPPY TRUS	11/7/2024	GENERAL	PMCHQ00002319	\$ 60.00

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26419	00083	ST. JOSEPH'S PARISH HALL	11/7/2024	GENERAL	PMCHQ00002319	\$ 280.00
26420	00329	CAUSEWAY ELECTRICAL SUPPLIES L	11/7/2024	GENERAL	PMCHQ00002319	\$ 219.14
26421	00701	LANDRY BROTHERS LTD.	11/7/2024	GENERAL	PMCHQ00002319	\$ 302.08
26422	01295	STRAIT SUPPLIES LIMITED	11/7/2024	GENERAL	PMCHQ00002319	\$ 540.50
26423	02488	DILLON CONSULTING	11/7/2024	GENERAL	PMCHQ00002319	\$ 13,530.61
26424	03174	CHARLES FOREST CO-OP LTD.	11/7/2024	GENERAL	PMCHQ00002319	\$ 294.85
26425	03824	FROST, CECIL J.	11/7/2024	GENERAL	PMCHQ00002319	\$ 150.00
26426	06807	CONNORS OFFICE PRODUCTS	11/7/2024	GENERAL	PMCHQ00002319	\$ 128.72
26427	07170	MORRIS, SONIA	11/7/2024	GENERAL	PMCHQ00002319	\$ 126.00
26428	08508	TELILE	11/7/2024	GENERAL	PMCHQ00002319	\$ 494.50
26429	10011	DE LAGE LANDEN FINANCIAL SERVI	11/7/2024	GENERAL	PMCHQ00002319	\$ 207.00
26430	10049	BABIN'S SERVICE CENTRE LTD.	11/7/2024	GENERAL	PMCHQ00002319	\$ 25.28
26431	10529	DESJARDINS FINAN.SECURITY	11/7/2024	GENERAL	PMCHQ00002319	\$ 28,448.91
26432	11908	CANADA POST CORPORATION	11/7/2024	GENERAL	PMCHQ00002319	\$ 2,698.44
26433	12440	DOIRON, JASON	11/7/2024	GENERAL	PMCHQ00002319	\$ 60.00
26434	14346	KETCHUM MANUFACTURING INC	11/7/2024	GENERAL	PMCHQ00002319	\$ 218.93
26435	17985	EMM LAW INCORPORATED	11/7/2024	GENERAL	PMCHQ00002319	\$ 16,987.60
26436	18673	BOUDREAU, RONALDA	11/7/2024	GENERAL	PMCHQ00002319	\$ 609.79
26437	20110	ARCHITECTURE49 INC	11/7/2024	GENERAL	PMCHQ00002319	\$ 5,606.25
26438	24589	THE ROLLING PHONES INC.	11/7/2024	GENERAL	PMCHQ00002319	\$ 520.29
26439	24988	HIGHLAND BEVERAGES 2004 LTD.	11/7/2024	GENERAL	PMCHQ00002319	\$ 48.00
26440	30825	CUMMINS CANADA ULC	11/7/2024	GENERAL	PMCHQ00002319	\$ 1,380.00
26441	31022	LANTEIGNE, ELIZABETH	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26442	31050	NSGEU	11/7/2024	GENERAL	PMCHQ00002319	\$ 1,826.43
26443	31925	SAMPSON, SHARLA	11/7/2024	GENERAL	PMCHQ00002319	\$ 89.55
26444	35096	MACMILLAN, CLAYTON	11/7/2024	GENERAL	PMCHQ00002319	\$ 746.07
26445	35165	MAPLE SIGNS & ENGRAVING	11/7/2024	GENERAL	PMCHQ00002319	\$ 26.45
26446	35785	MURY, SHANNON	11/7/2024	GENERAL	PMCHQ00002319	\$ 7.30
26447	36528	CANADIAN TIRE	11/7/2024	GENERAL	PMCHQ00002319	\$ 545.09
26448	39103	LANDRY, LOIS NADINE	11/7/2024	GENERAL	PMCHQ00002319	\$ 1,048.79
26449	39187	STRAIT REGIONAL CENTRE FOR EDU	11/7/2024	GENERAL	PMCHQ00002319	\$ 260,482.05
26450	41250	FESTIVAL ACADIEN PETIT DE GRAT	11/7/2024	GENERAL	PMCHQ00002319	\$ 1,500.00
26451	42530	OFFICE INTERIORS	11/7/2024	GENERAL	PMCHQ00002319	\$ 342.18
26452	44563	JET ICE	11/7/2024	GENERAL	PMCHQ00002319	\$ 820.93
26453	45764	ROYAL CANADIAN LEGION BR 150	11/7/2024	GENERAL	PMCHQ00002319	\$ 400.00
26454	47368	HARDING MEDICAL	11/7/2024	GENERAL	PMCHQ00002319	\$ 3,096.33
26455	48909	CDW CANADA INC	11/7/2024	GENERAL	PMCHQ00002319	\$ 160.86
26456	49355	THE HEARTS OF ISLE MADAME DISA	11/7/2024	GENERAL	PMCHQ00002319	\$ 45.00
26457	00079	BOUDREAU, BRITTANY	11/7/2024	GENERAL	PMCHQ00002320	\$ 45.00
26458	14885	CASH	11/13/2024	GENERAL	PMCHQ00002321	\$ 3,000.00
26459	00701	LANDRY BROTHERS LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 100.68
26460	01066	PITNEY BOWES	11/15/2024	GENERAL	PMCHQ00002325	\$ 5,000.00
26461	01104	THE REPORTER	11/15/2024	GENERAL	PMCHQ00002325	\$ 411.54
26462	01643	BOUDREAU, CHRIS A.	11/15/2024	GENERAL	PMCHQ00002325	\$ 60.13
26463	01805	ASSOCIATION OF MUNICIPAL	11/15/2024	GENERAL	PMCHQ00002325	\$ 201.25
26464	02240	JEANTIE'S MINI MART	11/15/2024	GENERAL	PMCHQ00002325	\$ 30.26
26465	03123	PETER COVIN'S CONTRACTING LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 13,497.45
26466	03174	CHARLES FOREST CO-OP LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 19.96
26467	03824	FROST, CECIL J.	11/15/2024	GENERAL	PMCHQ00002325	\$ 150.00
26468	03859	STRAIT AREA CHAMBER OF COMMERC	11/15/2024	GENERAL	PMCHQ00002325	\$ 747.52
26469	04555	SAMSON, CLINT	11/15/2024	GENERAL	PMCHQ00002325	\$ 50.00
26470	05010	B & N DISTRIBUTORS LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,706.44
26471	06200	ISLE MADAME IFIT CENTRE	11/15/2024	GENERAL	PMCHQ00002325	\$ 160.00
26472	06875	FLEUR DE LIS SIGNS	11/15/2024	GENERAL	PMCHQ00002325	\$ 445.00
26473	06904	BURKE, GARY	11/15/2024	GENERAL	PMCHQ00002325	\$ 13,724.04
26474	09598	GRACIE, MARGARET	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,200.00
26475	10011	DE LAGE LANDEN FINANCIAL SERVI	11/15/2024	GENERAL	PMCHQ00002325	\$ 207.00
26476	13612	DONEY, LAURA	11/15/2024	GENERAL	PMCHQ00002325	\$ 495.00
26477	13722	CANSO FORD SALES LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 319.17
26478	15202	ATLANTIC PURIFICATION SYSTEMS	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,618.45
26479	15768	SCOTTVAC SEPTIC SERVICE	11/15/2024	GENERAL	PMCHQ00002325	\$ 7,116.20
26480	15807	ANDERSON, LANCE	11/15/2024	GENERAL	PMCHQ00002325	\$ 50.00
26481	17091	SULLIVAN FUELS	11/15/2024	GENERAL	PMCHQ00002325	\$ 782.32

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26482	17705	PUBLIC ELECTRIC 2015	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,779.23
26483	17985	EMM LAW INCORPORATED	11/15/2024	GENERAL	PMCHQ00002325	\$ 4,022.36
26484	18562	BOUDREAU, SHAUN	11/15/2024	GENERAL	PMCHQ00002325	\$ 103.50
26485	19127	BARNES, LORNA	11/15/2024	GENERAL	PMCHQ00002325	\$ 594.24
26486	22861	DOUCETTE, LYNNE	11/15/2024	GENERAL	PMCHQ00002325	\$ 2,275.20
26487	24265	STRAIT RICHMOND MINOR HOCKEY A	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,000.00
26488	24988	HIGHLAND BEVERAGES 2004 LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 32.00
26489	25048	AGAT LABORATORIES LTD	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,250.64
26490	28665	LAVANDIER, RENE	11/15/2024	GENERAL	PMCHQ00002325	\$ 5,999.01
26491	29057	RECEIVER GENERAL	11/15/2024	GENERAL	PMCHQ00002325	\$ 2,241.84
26492	30333	MACKENZIE ENVIRONMENTAL SERVIC	11/15/2024	GENERAL	PMCHQ00002325	\$ 18,296.50
26493	30825	CUMMINS CANADA ULC	11/15/2024	GENERAL	PMCHQ00002325	\$ 8,442.25
26494	31301	EAST COAST PROCESS SERVERS LTD	11/15/2024	GENERAL	PMCHQ00002325	\$ 171.93
26495	31909	RIVER BOURGEOIS SENIORS 50+ CL	11/15/2024	GENERAL	PMCHQ00002325	\$ 200.00
26496	33708	DEWOLF, LISA	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,275.50
26497	35138	GFL ENVIRONMENTAL SERVICES INC	11/15/2024	GENERAL	PMCHQ00002325	\$ 24,194.15
26498	35174	MARCELLUS, STEVEN	11/15/2024	GENERAL	PMCHQ00002325	\$ 126.68
26499	35785	MURY, SHANNON	11/15/2024	GENERAL	PMCHQ00002325	\$ 218.35
26500	37151	CANOE PROCUREMENT GROUP OF CAN	11/15/2024	GENERAL	PMCHQ00002325	\$ 216.50
26501	40145	TOROMONT CAT (MARITIMES)	11/15/2024	GENERAL	PMCHQ00002325	\$ 548.00
26502	40210	ISLAND PHARMACY LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 354.31
26503	40827	BABIN, RENE	11/15/2024	GENERAL	PMCHQ00002325	\$ 150.00
26504	42570	NOVA COMMUNICATIONS	11/15/2024	GENERAL	PMCHQ00002325	\$ 804.94
26505	43652	SANTANA CONTRACTING LTD	11/15/2024	GENERAL	PMCHQ00002325	\$ 23,583.08
26506	45705	LONG POINT SERVICES SEPTIC DIV	11/15/2024	GENERAL	PMCHQ00002325	\$ 2,484.00
26507	46825	RONA ARICHAT	11/15/2024	GENERAL	PMCHQ00002325	\$ 380.61
26508	48160	LANMAR DEVELOPMENTS LTD.	11/15/2024	GENERAL	PMCHQ00002325	\$ 1,595.63
26509	48461	MARTELL, CARLA	11/15/2024	GENERAL	PMCHQ00002325	\$ 51.96
26510	48625	LA GOLETTE A PEPE CAFE	11/15/2024	GENERAL	PMCHQ00002325	\$ 920.35
26511	48760	JP FINANCIAL LTD	11/15/2024	GENERAL	PMCHQ00002325	\$ 9,121.00
26512	00426	DIGGDON'S FREIGHT SERVICE	11/21/2024	GENERAL	PMCHQ00002329	\$ 48.30
26513	00582	GOYETCHE, JAMES	11/21/2024	GENERAL	PMCHQ00002329	\$ 100.00
26514	00701	LANDRY BROTHERS LTD.	11/21/2024	GENERAL	PMCHQ00002329	\$ 93.80
26515	00901	LEBLANC, CORA	11/21/2024	GENERAL	PMCHQ00002329	\$ 320.17
26516	01104	THE REPORTER	11/21/2024	GENERAL	PMCHQ00002329	\$ 152.79
26517	01295	STRAIT SUPPLIES LIMITED	11/21/2024	GENERAL	PMCHQ00002329	\$ 702.01
26518	01309	SAMSON'S PLUMBING & HEATING	11/21/2024	GENERAL	PMCHQ00002329	\$ 138.00
26519	01643	BOUDREAU, CHRIS A.	11/21/2024	GENERAL	PMCHQ00002329	\$ 360.38
26520	03166	KEVIN'S COURIER LTD.	11/21/2024	GENERAL	PMCHQ00002329	\$ 46.58
26521	03174	CHARLES FOREST CO-OP LTD.	11/21/2024	GENERAL	PMCHQ00002329	\$ 114.53
26522	03950	MOMBOURQUETTE, AMANDA	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00
26523	04100	SHORT, CHARLENE	11/21/2024	GENERAL	PMCHQ00002329	\$ 20.00
26524	05010	B & N DISTRIBUTORS LTD.	11/21/2024	GENERAL	PMCHQ00002329	\$ 31.17
26525	09687	BURKE BROTHERS TRUCKING	11/21/2024	GENERAL	PMCHQ00002329	\$ 5,872.80
26526	10050	SAMSON, LYNN	11/21/2024	GENERAL	PMCHQ00002329	\$ 448.00
26527	11401	SYSTEM CARE - PORT HAWKESBURY	11/21/2024	GENERAL	PMCHQ00002329	\$ 7,291.00
26528	15806	ACWA CONFERENCE	11/21/2024	GENERAL	PMCHQ00002329	\$ 845.25
26529	17091	SULLIVAN FUELS	11/21/2024	GENERAL	PMCHQ00002329	\$ 2,914.86
26530	17705	PUBLIC ELECTRIC 2015	11/21/2024	GENERAL	PMCHQ00002329	\$ 362.23
26531	19589	HEARTS ABILITY SOCIETY	11/21/2024	GENERAL	PMCHQ00002329	\$ 300.00
26532	19763	SEABOARD TIRE	11/21/2024	GENERAL	PMCHQ00002329	\$ 247.20
26533	24988	HIGHLAND BEVERAGES 2004 LTD.	11/21/2024	GENERAL	PMCHQ00002329	\$ 16.00
26534	25048	AGAT LABORATORIES LTD	11/21/2024	GENERAL	PMCHQ00002329	\$ 141.45
26535	28207	MARCHAND, BRIAN	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00
26536	29106	SAMPSON, BRENT	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00
26537	29107	DIGGDON, MICHAEL	11/21/2024	GENERAL	PMCHQ00002329	\$ 100.00
26538	29110	SAMSON, SHAWN	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00
26539	30014	MARCHAND, KAREN	11/21/2024	GENERAL	PMCHQ00002329	\$ 30.00
26540	30028	COOPER, DEBRA	11/21/2024	GENERAL	PMCHQ00002329	\$ 750.00
26541	31267	SAMSON, BLAIR	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00
26542	35106	BONNIE BRAE SENIORS CLUB	11/21/2024	GENERAL	PMCHQ00002329	\$ 150.00
26543	37151	CANOE PROCUREMENT GROUP OF CAN	11/21/2024	GENERAL	PMCHQ00002329	\$ 430.50
26544	38784	BOUCHER, GILBERT	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26545	39103	LANDRY, LOIS NADINE	11/21/2024	GENERAL	PMCHQ00002329	\$ 200.00
26546	40145	TOROMONT CAT (MARITIMES)	11/21/2024	GENERAL	PMCHQ00002329	\$ 230.64
26547	46778	ST. LOUIS PARISH	11/21/2024	GENERAL	PMCHQ00002329	\$ 300.00
26548	46825	RONA ARICHAT	11/21/2024	GENERAL	PMCHQ00002329	\$ 126.32
26549	00426	DIGGDON'S FREIGHT SERVICE	11/28/2024	GENERAL	PMCHQ00002334	\$ 62.10
26550	00701	LANDRY BROTHERS LTD.	11/28/2024	GENERAL	PMCHQ00002334	\$ 15,950.34
26551	01104	THE REPORTER	11/28/2024	GENERAL	PMCHQ00002334	\$ 137.68
26552	01295	STRAIT SUPPLIES LIMITED	11/28/2024	GENERAL	PMCHQ00002334	\$ 6,987.25
26553	01961	MARTEL, TRISTAN	11/28/2024	GENERAL	PMCHQ00002334	\$ 360.38
26554	02488	DILLON CONSULTING	11/28/2024	GENERAL	PMCHQ00002334	\$ 4,063.24
26555	03123	PETER COVIN'S CONTRACTING LTD.	11/28/2024	GENERAL	PMCHQ00002334	\$ 1,552.50
26556	03174	CHARLES FOREST CO-OP LTD.	11/28/2024	GENERAL	PMCHQ00002334	\$ 50.77
26557	03824	FROST, CECIL J.	11/28/2024	GENERAL	PMCHQ00002334	\$ 50.00
26558	04863	CBCL LIMITED	11/28/2024	GENERAL	PMCHQ00002334	\$ 19,392.45
26559	05460	LOUISDALE LIONS CLUB	11/28/2024	GENERAL	PMCHQ00002334	\$ 450.00
26560	10025	MACCULLOCH, TROY	11/28/2024	GENERAL	PMCHQ00002334	\$ 422.32
26561	13722	CANSO FORD SALES LTD.	11/28/2024	GENERAL	PMCHQ00002334	\$ 3,206.68
26562	17091	SULLIVAN FUELS	11/28/2024	GENERAL	PMCHQ00002334	\$ 1,628.19
26563	18673	BOUDREAU, RONALDA	11/28/2024	GENERAL	PMCHQ00002334	\$ 240.85
26564	24961	SOJOURN ENTERPRISES LTD.	11/28/2024	GENERAL	PMCHQ00002334	\$ 742.50
26565	30072	NEW HORIZON SENIORS CITIZEN CL	11/28/2024	GENERAL	PMCHQ00002334	\$ 140.00
26566	30511	FERN GULLY TRUCKING	11/28/2024	GENERAL	PMCHQ00002334	\$ 5,083.33
26567	31057	B&F ELECTRICAL LTD	11/28/2024	GENERAL	PMCHQ00002334	\$ 18,227.50
26568	31925	SAMPSON, SHARLA	11/28/2024	GENERAL	PMCHQ00002334	\$ 145.11
26569	32578	KEAN, KRISTINA	11/28/2024	GENERAL	PMCHQ00002334	\$ 460.45
26570	35137	ACCESSIBLE HEARING SOLUTIONS I	11/28/2024	GENERAL	PMCHQ00002334	\$ 1,619.20
26571	35144	MARTELL, DANIELLE	11/28/2024	GENERAL	PMCHQ00002334	\$ 274.23
26572	35785	MURY, SHANNON	11/28/2024	GENERAL	PMCHQ00002334	\$ 368.37
26573	35788	THE PORT HOOD & DISTRICT RECRE	11/28/2024	GENERAL	PMCHQ00002334	\$ 172.50
26574	37151	CANOE PROCUREMENT GROUP OF CAN	11/28/2024	GENERAL	PMCHQ00002334	\$ 377.09
26575	38104	TERRIO, RALPH	11/28/2024	GENERAL	PMCHQ00002334	\$ 250.00
26576	38229	CAPSC SAFETY SERVICES	11/28/2024	GENERAL	PMCHQ00002334	\$ 550.00
26577	41101	THERIAULT, ANNICK	11/28/2024	GENERAL	PMCHQ00002334	\$ 175.00
26578	42530	OFFICE INTERIORS	11/28/2024	GENERAL	PMCHQ00002334	\$ 387.32
26579	46140	NORMAN, KRISTA	11/28/2024	GENERAL	PMCHQ00002334	\$ 731.00
26580	46825	RONA ARICHAT	11/28/2024	GENERAL	PMCHQ00002334	\$ 215.70
26581	48121	K & D PRATT GROUP INC	11/28/2024	GENERAL	PMCHQ00002334	\$ 1,496.08

Total Cheques: 219

Total Amount of Cheques: \$ 632,577.45

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	11/1/2024
Vendor ID	First	Last	Chequebook ID	ONLINE PAYMENTS
Vendor Name	First	Last		ONLINE PAYMENTS

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
1215	07714	RECEIVER GENERAL FOR CAN.	11/1/2024	ONLINE PAYMENTS	PMCHQ00002314	\$ 20,225.87
1216	00825	BELL ALIANT	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 177.07
1217	01023	NOVA SCOTIA POWER INC.	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 3,703.57
1218	01090	RECEIVER GEN. FOR CANADA	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 49,547.32
1219	10010	TELUS HEALTH	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 23,660.95
* 1220	20270	ROYAL BANK OF CANADA	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 6,375.44
1221	36914	ROGERS COMMUNICATIONS CANADA I	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 1,737.41
1222	39100	DIRECTOR OF MAINTENANCE ENFORC	11/7/2024	ONLINE PAYMENTS	PMCHQ00002317	\$ 387.86
1223	00825	BELL ALIANT	11/14/2024	ONLINE PAYMENTS	PMCHQ00002324	\$ 53.99
1224	01023	NOVA SCOTIA POWER INC.	11/14/2024	ONLINE PAYMENTS	PMCHQ00002324	\$ 42,682.08
1225	01457	BELL MOBILITY INC.	11/14/2024	ONLINE PAYMENTS	PMCHQ00002324	\$ 852.86
1226	34886	EASTLINK	11/14/2024	ONLINE PAYMENTS	PMCHQ00002324	\$ 805.00
1227	42102	TELUS	11/14/2024	ONLINE PAYMENTS	PMCHQ00002324	\$ 326.60
1228	34886	EASTLINK	11/21/2024	ONLINE PAYMENTS	PMCHQ00002326	\$ 163.24
1229	01090	RECEIVER GEN. FOR CANADA	11/21/2024	ONLINE PAYMENTS	PMCHQ00002327	\$ 36,703.78
1230	39100	DIRECTOR OF MAINTENANCE ENFORC	11/21/2024	ONLINE PAYMENTS	PMCHQ00002327	\$ 775.72
1231	20265	ROYAL BANK VISA	11/26/2024	ONLINE PAYMENTS	PMCHQ00002330	\$ 6,375.44
1232	00825	BELL ALIANT	11/27/2024	ONLINE PAYMENTS	PMCHQ00002332	\$ 1,140.72
1233	39100	DIRECTOR OF MAINTENANCE ENFORC	11/27/2024	ONLINE PAYMENTS	PMCHQ00002332	\$ 387.86
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Total Cheques:	19			Total Amount of Cheques:		\$ 189,707.34
						=====

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	11/1/2024
Vendor ID	First	Last	Chequebook ID	ONLINE UTILITY
Vendor Name	First	Last		ONLINE UTILITY

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
321	01023	NOVA SCOTIA POWER INC.	11/7/2024	ONLINE UTILITY	PMCHQ00002316	\$ 94.47
322	01023	NOVA SCOTIA POWER INC.	11/14/2024	ONLINE UTILITY	PMCHQ00002322	\$ 2,284.22
323	00825	BELL ALIANT	11/27/2024	ONLINE UTILITY	PMCHQ00002331	\$ 304.92
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Total Cheques:	3				Total Amount of Cheques:	\$ 2,683.61
						=====

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 11/1/2024 11/30/2024  
 Vendor ID First Last Chequebook ID WATER WATER  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
3079	00701	LANDRY BROTHERS LTD.	11/7/2024	WATER	PMCHQ00002318	\$ 6.89
3080	01686	T. SAMPSON & SONS BACKHOE AND	11/7/2024	WATER	PMCHQ00002318	\$ 3,634.00
3081	15202	ATLANTIC PURIFICATION SYSTEMS	11/7/2024	WATER	PMCHQ00002318	\$ 1,705.45
3082	19809	BUREAU VERITAS CANADA (2019) I	11/7/2024	WATER	PMCHQ00002318	\$ 363.06
3083	25666	IDEAL CONCRETE (2006) LTD.	11/7/2024	WATER	PMCHQ00002318	\$ 389.85
3084	26204	MCLENNAN SALES	11/7/2024	WATER	PMCHQ00002318	\$ 379.50
3085	00701	LANDRY BROTHERS LTD.	11/14/2024	WATER	PMCHQ00002323	\$ 55.15
3086	15202	ATLANTIC PURIFICATION SYSTEMS	11/14/2024	WATER	PMCHQ00002323	\$ 12,423.69
3087	17705	PUBLIC ELECTRIC 2015	11/14/2024	WATER	PMCHQ00002323	\$ 580.74
3088	19809	BUREAU VERITAS CANADA (2019) I	11/14/2024	WATER	PMCHQ00002323	\$ 726.12
3089	25048	AGAT LABORATORIES LTD	11/14/2024	WATER	PMCHQ00002323	\$ 1,123.56
3090	25143	VIC AUCOIN'S	11/14/2024	WATER	PMCHQ00002323	\$ 303.60
3091	30825	CUMMINS CANADA ULC	11/14/2024	WATER	PMCHQ00002323	\$ 1,552.50
3092	38171	SAFETY FIRST-SFC LTD	11/14/2024	WATER	PMCHQ00002323	\$ 1,487.30
3093	45144	SOURCE ATLANTIC	11/14/2024	WATER	PMCHQ00002323	\$ 1,752.58
3094	45705	LONG POINT SERVICES SEPTIC DIV	11/14/2024	WATER	PMCHQ00002323	\$ 690.00
3095	46825	RONA ARICHAT	11/14/2024	WATER	PMCHQ00002323	\$ 148.20
3096	00426	DIGGDON'S FREIGHT SERVICE	11/21/2024	WATER	PMCHQ00002328	\$ 165.60
3097	00701	LANDRY BROTHERS LTD.	11/21/2024	WATER	PMCHQ00002328	\$ 57.49
3098	14486	ST. PETER'S HOME HARDWARE	11/21/2024	WATER	PMCHQ00002328	\$ 183.71
3099	19809	BUREAU VERITAS CANADA (2019) I	11/21/2024	WATER	PMCHQ00002328	\$ 363.06
3100	36109	ACADIA BROADCASTING LTD	11/21/2024	WATER	PMCHQ00002328	\$ 558.90
3101	46625	SCP DISTRIBUTORS CANADA INC.	11/21/2024	WATER	PMCHQ00002328	\$ 882.28
3102	46825	RONA ARICHAT	11/21/2024	WATER	PMCHQ00002328	\$ 16.43
3103	19315	BRENNTAG CANADA INC	11/28/2024	WATER	PMCHQ00002333	\$ 3,334.00
3104	19809	BUREAU VERITAS CANADA (2019) I	11/28/2024	WATER	PMCHQ00002333	\$ 363.06
3105	25048	AGAT LABORATORIES LTD	11/28/2024	WATER	PMCHQ00002333	\$ 1,745.70
3106	31013	BRELA CONSTRUCTION	11/28/2024	WATER	PMCHQ00002333	\$ 6,842.50
3107	46625	SCP DISTRIBUTORS CANADA INC.	11/28/2024	WATER	PMCHQ00002333	\$ 3,561.78
3108	48121	K & D PRATT GROUP INC	11/28/2024	WATER	PMCHQ00002333	\$ 544.81

Total Cheques: 30

Total Amount of Cheques: \$ 45,941.51

County of Richmond  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 12/1/2024 12/31/2024  
 Vendor ID First Last Chequebook ID GENERAL GENERAL  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26582	00701	LANDRY BROTHERS LTD.	12/4/2024	GENERAL	PMCHQ00002338	\$ 25.86
26583	03174	CHARLES FOREST CO-OP LTD.	12/4/2024	GENERAL	PMCHQ00002338	\$ 40.25
26584	04100	SHORT, CHARLENE	12/4/2024	GENERAL	PMCHQ00002338	\$ 20.00
26585	05010	B & N DISTRIBUTORS LTD.	12/4/2024	GENERAL	PMCHQ00002338	\$ 340.74
26586	06262	WILF'S DEMOLITION & SALVAGE LT	12/4/2024	GENERAL	PMCHQ00002338	\$ 122.36
26587	07170	MORRIS, SONIA	12/4/2024	GENERAL	PMCHQ00002338	\$ 438.00
26588	08508	TELILE	12/4/2024	GENERAL	PMCHQ00002338	\$ 874.00
26589	11208	MORRISON, STACEY	12/4/2024	GENERAL	PMCHQ00002338	\$ 19.85
26590	13722	CANSO FORD SALES LTD.	12/4/2024	GENERAL	PMCHQ00002338	\$ 353.53
26591	15644	LYNK ELECTRIC LIMITED	12/4/2024	GENERAL	PMCHQ00002338	\$ 1,394.54
26592	17985	EMM LAW INCORPORATED	12/4/2024	GENERAL	PMCHQ00002338	\$ 4,968.58
26593	24988	HIGHLAND BEVERAGES 2004 LTD.	12/4/2024	GENERAL	PMCHQ00002338	\$ 32.00
26594	25048	AGAT LABORATORIES LTD	12/4/2024	GENERAL	PMCHQ00002338	\$ 11,586.84
26595	25063	BURKE, KENDRA	12/4/2024	GENERAL	PMCHQ00002338	\$ 1,950.00
26596	25888	LAVANIDER, BETTY	12/4/2024	GENERAL	PMCHQ00002338	\$ 689.00
26597	28489	CIARAN LLACHLAN LEAVITT	12/4/2024	GENERAL	PMCHQ00002338	\$ 2,250.00
26598	31008	THOMSEN, MARTIN	12/4/2024	GENERAL	PMCHQ00002338	\$ 748.29
26599	33686	BRUCE SUTHERLAND ASSOCIATES LI	12/4/2024	GENERAL	PMCHQ00002338	\$ 10,845.90
26600	35106	BONNIE BRAE SENIORS CLUB	12/4/2024	GENERAL	PMCHQ00002338	\$ 75.00
26601	35119	MOLLOY, TYLER	12/4/2024	GENERAL	PMCHQ00002338	\$ 20.00
26602	35144	MARTELL, DANIELLE	12/4/2024	GENERAL	PMCHQ00002338	\$ 161.20
26603	35165	MAPLE SIGNS & ENGRAVING	12/4/2024	GENERAL	PMCHQ00002338	\$ 26.45
26604	35785	MURY, SHANNON	12/4/2024	GENERAL	PMCHQ00002338	\$ 125.42
26605	37151	CANOE PROCUREMENT GROUP OF CAN	12/4/2024	GENERAL	PMCHQ00002338	\$ 369.18
26606	39151	RICHARD PEST SOLUTIONS	12/4/2024	GENERAL	PMCHQ00002338	\$ 580.00
26607	39187	STRAIT REGIONAL CENTRE FOR EDU	12/4/2024	GENERAL	PMCHQ00002338	\$ 260,482.05
26608	40145	TOROMONT CAT (MARITIMES)	12/4/2024	GENERAL	PMCHQ00002338	\$ 2,431.22
26609	45241	DOYLE, WAYNE	12/4/2024	GENERAL	PMCHQ00002338	\$ 20.00
26610	46825	RONA ARICHAT	12/4/2024	GENERAL	PMCHQ00002338	\$ 56.34
26611	48470	MARTELL, DONALD BLAIR	12/4/2024	GENERAL	PMCHQ00002338	\$ 373.75
26612	49335	MCMAMARA, ANNE	12/4/2024	GENERAL	PMCHQ00002338	\$ 747.95
26613	10529	DESJARDINS FINAN.SECURITY	12/9/2024	GENERAL	PMCHQ00002340	\$ 34,748.06
26614	29106	SAMPSON, BRENT	12/9/2024	GENERAL	PMCHQ00002340	\$ 905.92
26615	31050	NSGEU	12/9/2024	GENERAL	PMCHQ00002340	\$ 1,446.90
26616	39103	LANDRY, LOIS NADINE	12/9/2024	GENERAL	PMCHQ00002340	\$ 1,005.41
26617	00701	LANDRY BROTHERS LTD.	12/12/2024	GENERAL	PMCHQ00002343	\$ 110.76
26618	01104	THE REPORTER	12/12/2024	GENERAL	PMCHQ00002343	\$ 86.25
26619	01295	STRAIT SUPPLIES LIMITED	12/12/2024	GENERAL	PMCHQ00002343	\$ 503.63
26620	01643	BOUDREAU, CHRIS A.	12/12/2024	GENERAL	PMCHQ00002343	\$ 16.35
26621	01805	ASSOCIATION OF MUNICIPAL	12/12/2024	GENERAL	PMCHQ00002343	\$ 402.50
26622	03069	BRAS D'OR LAKES INN	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,463.25
26623	03950	MOMBOURQUETTE, AMANDA	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,234.49
26624	04100	SHORT, CHARLENE	12/12/2024	GENERAL	PMCHQ00002343	\$ 312.75
26625	05703	FEDERATION OF CANADIAN MUNICIP	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,952.33
26626	06200	ISLE MADAME IFIT CENTRE	12/12/2024	GENERAL	PMCHQ00002343	\$ 320.00
26627	06904	BURKE, GARY	12/12/2024	GENERAL	PMCHQ00002343	\$ 13,724.04
26628	07170	MORRIS, SONIA	12/12/2024	GENERAL	PMCHQ00002343	\$ 223.00
26629	07456	SAMSON-SAVOURY, NICOLE	12/12/2024	GENERAL	PMCHQ00002343	\$ 75.00
26630	08053	BERTHIER, ALVINA	12/12/2024	GENERAL	PMCHQ00002343	\$ 75.00
26631	11208	MORRISON, STACEY	12/12/2024	GENERAL	PMCHQ00002343	\$ 75.00
26632	13722	CANSO FORD SALES LTD.	12/12/2024	GENERAL	PMCHQ00002343	\$ 238.13
26633	13877	KENT PORT HAWKESBURY	12/12/2024	GENERAL	PMCHQ00002343	\$ 123.89
26634	14168	EASTERN DISTRICT PLANNING	12/12/2024	GENERAL	PMCHQ00002343	\$ 466.77
26635	14486	ST. PETER'S HOME HARDWARE	12/12/2024	GENERAL	PMCHQ00002343	\$ 150.00
26636	14885	CASH	12/12/2024	GENERAL	PMCHQ00002343	\$ 3,000.00
26637	15650	LUDDINGTON, KRISTA	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,176.00

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26638	15805	STILLER, GERD	12/12/2024	GENERAL	PMCHQ00002343	\$ 720.00
26639	16462	CANAL TROPHY & ENGRAVING	12/12/2024	GENERAL	PMCHQ00002343	\$ 51.75
26640	16841	JAMIE MACKAY TRUCKING	12/12/2024	GENERAL	PMCHQ00002343	\$ 5,826.91
26641	16888	ST. PETER'S & AREA FOOD BANK S	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,000.00
26642	17985	EMM LAW INCORPORATED	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,317.83
26643	18673	BOUDREAU, RONALDA	12/12/2024	GENERAL	PMCHQ00002343	\$ 40.00
26644	19863	ONE OF A KIND DESIGN	12/12/2024	GENERAL	PMCHQ00002343	\$ 400.00
26645	21784	FORD, JEROME W.	12/12/2024	GENERAL	PMCHQ00002343	\$ 92.00
26646	22861	DOUCETTE, LYNNE	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,215.00
26647	27081	UNITED RENTALS OF CANADA, INC	12/12/2024	GENERAL	PMCHQ00002343	\$ 267.67
26648	28665	LAVANDIER, RENE	12/12/2024	GENERAL	PMCHQ00002343	\$ 5,999.01
26649	29057	RECEIVER GENERAL	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,241.84
26650	30230	SAMPSON, BRITTANY	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,050.00
26651	30231	GLOBAL MECHANICAL SYSTEMS LTD.	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,840.00
26652	30232	SAMPSON, SHAUNA	12/12/2024	GENERAL	PMCHQ00002343	\$ 75.00
26653	30333	MACKENZIE ENVIRONMENTAL SERVIC	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,797.09
26654	30825	CUMMINS CANADA ULC	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,208.94
26655	31925	SAMPSON, SHARLA	12/12/2024	GENERAL	PMCHQ00002343	\$ 75.00
26656	32578	KEAN, KRISTINA	12/12/2024	GENERAL	PMCHQ00002343	\$ 56.00
26657	33708	DEWOLF, LISA	12/12/2024	GENERAL	PMCHQ00002343	\$ 654.00
26658	34890	JIM DAVIS ACCOUNTING SERVICES	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,700.00
26659	35084	ACADIAVILLE COMMUNITY	12/12/2024	GENERAL	PMCHQ00002343	\$ 750.00
26660	35101	LOUISDALE & AREA FOOD BANK SOC	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,000.00
26661	35138	GFL ENVIRONMENTAL SERVICES INC	12/12/2024	GENERAL	PMCHQ00002343	\$ 20,967.19
26662	35174	MARCELLUS, STEVEN	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,404.99
26663	35390	HOLY GUARDIAN ANGELS PARISH	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,000.00
26664	36641	DOANE GRANT THORNTON LLP	12/12/2024	GENERAL	PMCHQ00002343	\$ 9,401.25
26665	38712	CANAL HOLDINGS LTD	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,444.18
26666	39103	LANDRY, LOIS NADINE	12/12/2024	GENERAL	PMCHQ00002343	\$ 422.62
26667	39201	NOVA SCOTIA FEDERATION OF MUNI	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,602.50
26668	40016	POIRIER GORDON	12/12/2024	GENERAL	PMCHQ00002343	\$ 150.00
26669	40017	HEARN JOHAN	12/12/2024	GENERAL	PMCHQ00002343	\$ 150.00
26670	40145	TOROMONT CAT (MARITIMES)	12/12/2024	GENERAL	PMCHQ00002343	\$ 461.47
26671	40210	ISLAND PHARMACY LTD.	12/12/2024	GENERAL	PMCHQ00002343	\$ 432.76
26672	40266	ISLE MADAME FOOD BANK	12/12/2024	GENERAL	PMCHQ00002343	\$ 4,000.00
26673	41521	RIVER BOURGEOIS MARINERS SOCIE	12/12/2024	GENERAL	PMCHQ00002343	\$ 11,500.00
26674	41920	ST. PETER'S-SAMSONVILLE & ARE	12/12/2024	GENERAL	PMCHQ00002343	\$ 173,937.00
26675	42103	DAVID, DYLAN	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,670.00
26676	43652	SANTANA CONTRACTING LTD	12/12/2024	GENERAL	PMCHQ00002343	\$ 23,583.08
26677	44180	BURCHELL WICKWIRE BRYSON LLP	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,865.81
26678	45446	WHITE, JACKIE	12/12/2024	GENERAL	PMCHQ00002343	\$ 75.00
26679	46450	DAVID, SHELLEY	12/12/2024	GENERAL	PMCHQ00002343	\$ 642.17
26680	46825	RONA ARICHAT	12/12/2024	GENERAL	PMCHQ00002343	\$ 286.74
26681	46884	3285522 NOVA SCOTIA LIMITED	12/12/2024	GENERAL	PMCHQ00002343	\$ 4,180.57
26682	47023	BOUDREAU, BRANDON	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,670.00
26683	48064	RICHMOND MACADIAN CEILIDH DANC	12/12/2024	GENERAL	PMCHQ00002343	\$ 750.00
26684	48106	POTLOTEK FOOD BANK	12/12/2024	GENERAL	PMCHQ00002343	\$ 2,000.00
26685	48160	LANMAR DEVELOPMENTS LTD.	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,595.63
26686	48625	LA GOLETTE A PEPE CAFE	12/12/2024	GENERAL	PMCHQ00002343	\$ 1,405.66
26687	49335	MCMANARA, ANNE	12/12/2024	GENERAL	PMCHQ00002343	\$ 146.50
26688	49381	DEWOLFE, COLLEEN	12/12/2024	GENERAL	PMCHQ00002343	\$ 600.00
26689	01341	VILLAGE OF ST. PETER'S	12/17/2024	GENERAL	PMCHQ00002348	\$ 105,000.00
26690	03174	CHARLES FOREST CO-OP LTD.	12/17/2024	GENERAL	PMCHQ00002348	\$ 1,901.57
26691	03950	MOMBOURQUETTE, AMANDA	12/17/2024	GENERAL	PMCHQ00002348	\$ 451.30
26692	08656	THE ISLAND NEST RESTAURANT LIM	12/17/2024	GENERAL	PMCHQ00002348	\$ 48.03
26693	10219	JEFFREY, KATHLEEN	12/17/2024	GENERAL	PMCHQ00002348	\$ 345.61
26694	17091	SULLIVAN FUELS	12/17/2024	GENERAL	PMCHQ00002348	\$ 1,463.09
26695	17985	EMM LAW INCORPORATED	12/17/2024	GENERAL	PMCHQ00002348	\$ 333.73
26696	21784	FORD, JEROME W.	12/17/2024	GENERAL	PMCHQ00002348	\$ 276.00
26697	22942	DESTINATION CAPE BRETON	12/17/2024	GENERAL	PMCHQ00002348	\$ 18,297.32
26698	29106	SAMPSON, BRENT	12/17/2024	GENERAL	PMCHQ00002348	\$ 205.50
26699	35785	MURY, SHANNON	12/17/2024	GENERAL	PMCHQ00002348	\$ 102.15
26700	36147	CAPSTAN CONSULTING LTD.	12/17/2024	GENERAL	PMCHQ00002348	\$ 1,593.90

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
26701	36148	STRAIT AREA MUTUAL AID ASSOCIA	12/17/2024	GENERAL	PMCHQ00002348	\$ 5,000.00
26702	40145	TOROMONT CAT (MARITIMES)	12/17/2024	GENERAL	PMCHQ00002348	\$ 230.64
26703	43648	SAUNDERS EQUIPMENT LTD	12/17/2024	GENERAL	PMCHQ00002348	\$ 260.19
26704	48461	MARTELL, CARLA	12/17/2024	GENERAL	PMCHQ00002348	\$ 61.88
26705	48624	CAMDON RECYCLING LIMITED	12/17/2024	GENERAL	PMCHQ00002348	\$ 3,057.79
26706	48626	MARITIME ENVIRONMENTAL TRAININ	12/17/2024	GENERAL	PMCHQ00002348	\$ 300.00
Total Cheques: 125						Total Amount of Cheques: \$ 811,655.59

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 12/1/2024 12/31/2024  
 Vendor ID First Last Chequebook ID ONLINE PAYMENTS ONLINE PAYMENTS  
 Vendor Name First Last

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
1234	01023	NOVA SCOTIA POWER INC.	12/4/2024	ONLINE PAYMENTS	PMCHQ00002336	\$ 41,295.52
1235	39100	DIRECTOR OF MAINTENANCE ENFORC	12/4/2024	ONLINE PAYMENTS	PMCHQ00002336	\$ 387.86
1236	01090	RECEIVER GEN. FOR CANADA	12/5/2024	ONLINE PAYMENTS	PMCHQ00002339	\$ 31,038.85
1237	01457	BELL MOBILITY INC.	12/12/2024	ONLINE PAYMENTS	PMCHQ00002341	\$ 854.24
1238	20265	ROYAL BANK VISA	12/12/2024	ONLINE PAYMENTS	PMCHQ00002341	\$ 12,033.14
1239	36914	ROGERS COMMUNICATIONS CANADA I	12/12/2024	ONLINE PAYMENTS	PMCHQ00002341	\$ 1,737.41
1240	01023	NOVA SCOTIA POWER INC.	12/13/2024	ONLINE PAYMENTS	PMCHQ00002344	\$ 19,039.07
1241	00825	BELL ALIANT	12/17/2024	ONLINE PAYMENTS	PMCHQ00002346	\$ 30.33
1242	01090	RECEIVER GEN. FOR CANADA	12/17/2024	ONLINE PAYMENTS	PMCHQ00002346	\$ 35,617.52
1243	34886	EASTLINK	12/17/2024	ONLINE PAYMENTS	PMCHQ00002346	\$ 805.00
1244	39100	DIRECTOR OF MAINTENANCE ENFORC	12/17/2024	ONLINE PAYMENTS	PMCHQ00002346	\$ 387.86
1245	00825	BELL ALIANT	12/18/2024	ONLINE PAYMENTS	PMCHQ00002349	\$ 41.36
1246	00825	BELL ALIANT	12/20/2024	ONLINE PAYMENTS	PMCHQ00002352	\$ 1,098.57
1247	39100	DIRECTOR OF MAINTENANCE ENFORC	12/20/2024	ONLINE PAYMENTS	PMCHQ00002352	\$ 387.86

Total Cheques: 14

Total Amount of Cheques: \$ 144,754.59  
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Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	12/1/2024
Vendor ID	First	Last	Chequebook ID	ONLINE UTILITY
Vendor Name	First	Last		ONLINE UTILITY

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
324	01023	NOVA SCOTIA POWER INC.	12/4/2024	ONLINE UTILITY	PMCHQ00002335	\$ 2,144.69
325	01023	NOVA SCOTIA POWER INC.	12/13/2024	ONLINE UTILITY	PMCHQ00002345	\$ 5,613.06
326	00825	BELL ALIANT	12/18/2024	ONLINE UTILITY	PMCHQ00002350	\$ 203.10
327	00825	BELL ALIANT	12/20/2024	ONLINE UTILITY	PMCHQ00002351	\$ 101.82
328	34886	EASTLINK	12/20/2024	ONLINE UTILITY	PMCHQ00002351	\$ 163.24
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Total Cheques:	5				Total Amount of Cheques:	\$ 8,225.91
						=====

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	12/1/2024
Vendor ID	First	Last	Chequebook ID	WATER
Vendor Name	First	Last		WATER

Sorted By: Cheque Date

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
3109	00701	LANDRY BROTHERS LTD.	12/4/2024	WATER	PMCHQ00002337	\$ 11.78
3110	05010	B & N DISTRIBUTORS LTD.	12/4/2024	WATER	PMCHQ00002337	\$ 19.46
3111	15644	LYNK ELECTRIC LIMITED	12/4/2024	WATER	PMCHQ00002337	\$ 940.13
3112	19315	BRENNTAG CANADA INC	12/4/2024	WATER	PMCHQ00002337	\$ 4,396.68
3113	19809	BUREAU VERITAS CANADA (2019) I	12/4/2024	WATER	PMCHQ00002337	\$ 363.06
3114	25048	AGAT LABORATORIES LTD	12/4/2024	WATER	PMCHQ00002337	\$ 175.38
3115	46825	RONA ARICHAT	12/4/2024	WATER	PMCHQ00002337	\$ 27.58
3116	00701	LANDRY BROTHERS LTD.	12/12/2024	WATER	PMCHQ00002342	\$ 36.54
3117	03174	CHARLES FOREST CO-OP LTD.	12/12/2024	WATER	PMCHQ00002342	\$ 69.54
3118	19809	BUREAU VERITAS CANADA (2019) I	12/12/2024	WATER	PMCHQ00002342	\$ 363.06
3119	19809	BUREAU VERITAS CANADA (2019) I	12/17/2024	WATER	PMCHQ00002347	\$ 363.06
3120	45705	LONG POINT SERVICES SEPTIC DIV	12/17/2024	WATER	PMCHQ00002347	\$ 690.00
Total Cheques: 12						Total Amount of Cheques: \$ 7,456.27



# ACTION LIST 2022-2025

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status
1	The Municipality conduct a flag raising ceremony, on a date to be determined, in honor and recognition of Truth and Reconciliation Day.	2021-09-27	Municipal Council	TBD	Complete
2	The Warden and Councillor Shawn Samson prepare a letter to the Province, copied to Council, regarding water damage along Veteran's Memorial Drive in Arichat as a result of heavy rains and requesting a resolution.	2022-01-24	Warden/Councillor Samson	Immediately	Complete
3	Staff create a draft "Procedural Policy" for Committees of Council meetings and that the draft be reviewed at a future By-Law/Policy Committee meeting.	2022-02-08	CAO / Warden	Future By-Law/Policy Committee Meeting	Complete
4	The Warden and Deputy Warden draft a letter to the Department of Public Works indicating safety issue concerns with erosion and flooding on Evanston Road and Langley Lane in District #3.	2022-02-28	Warden & Deputy Warden	Immediately	Complete
5	A letter of concern be drafted by the Warden and Deputy Warden in collaboration with the MLA regarding the landline issues occurring during power outages in Dundee, St. George's Channel and Grand River	2022-02-28	Warden & Deputy Warden	Immediately	Complete
6	Warden Mombourquette, in collaboration with the Cape Breton Partnership, coordinate a meeting with Develop Nova Scotia and Bell Aliant in order to gather information regarding the Broadband Expansion Project.	2022-02-28	Warden	Immediately	Complete
7	The addition of a storm reporting form be referred to Emergency Management Advisory Committee and the By-Law/Policy Committee for review and discussion for potential addition to the plan or by-law.	2022-02-28	Steve Marcellus	Immediately	Complete
8	The matter of the School/Municipal Office Driveway safety concerns be moved to budget deliberations and that the CSAP be approached about their ability to cost-share any work that may be proposed.	2022-03-21	Director of Public Works/CFO	Immediately	Complete
9	The request from the Village of St. Peter's regarding access to the Canada Community Building fund be referred to By-Law/ Policy Committee and also to budget deliberations.	2022-03-21	CFO/Municipal Clerk	Immediately	Complete
10	The Municipality adjust the rates for hauling municipal solid waste and recyclables in accordance with the Truckers Association of Nova Scotia (TANS) monthly diesel fuel price as posted on the Nova Scotia Government website.	2022-04-25	Director of Public Works/CFO	Immediately	Complete

11	The Municipality forward correspondence to Nova Scotia Public Works with a copy to Jamie Chisholm, District Director, PW Eastern, Paul Colton, Construction manager, PW Eastern and Laura Cunningham, Capital Program Administration Office, Pw Head Office, notifying them of the municipality's acceptance of the list and cost estimate for the cost shared program for the paving of Langley Lane, from Pulp Mill Road to end for a distance of .36 kilometers.	25/04/2022	Director of Public Works/CFO	Immediately	<b>Complete</b>
12	The minimum acceptable bid be as follows on the listed properties, which did not sell at previous tax sales, and will be listed for the June 2022 Tax Sale: District #1 - Property #01415298; PID 75011015, Assessed to Mary Gail Rude, Land - 3661 Highway 206, Petit De Grat Minimum Bid: \$10,000 / District #2 - Property #03222241; PID 75100677, Land, Cove Road, West Arichat, Assessed to Household Realty Corporation Limited ,Minimum Bid: \$2,000 / District #1 - Property #09630309; PID 75003947, Assessed to Gordon Edwin (Jr) Short & Shelley Esther Stewart, Land - Highland Street, Arichat, Minimum Bid: Principal Only / District #5 - Property #09055363; PID 75119214, Minimum Bid: Principal Only, Assessed to Gary & Kathleen Pretty, Land - St. Peter's Fourchu Road, Framboise	2022-04-25	Revenue Manager	Immediately	<b>Complete</b>
13	That a \$10,000 Plamu Sponsorship be added to the draft budget for the Nova Scotia Mi'kmaw Summer Games being hosted by Potlotek First Nation from July 17th to July 24th, 2022.	2022-04-25	Chief Financial Officer	Immediately	<b>Complete</b>
14	Esther MacDonnell be appointed to the Accessibility Advisory Committee.	2022-04-25	Warden	Immediately	<b>Complete</b>
15	That the Municipality of Richmond County sign on as an endorser of the National Coalition for Healthy School Food and that correspondence be forwarded to Coalition for Healthy School Food at Food Secure Canada indicating that the Municipality of Richmond County endorses the Coalition's call for the development of a universal cost-shared healthy school food program.	25/04/2022	Municipal Council (Warden)	Immediately	<b>Complete</b>
16	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSF, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating the Municipality of Richmond County's opposition to this initiative.	2022-04-25	Warden	Immediately	<b>Complete</b>
17	Post the Non-Union Salary Administration Policy adopted as a policy of the Municipality of the County of Richmond.	2022-04-25	Municipal Clerk	Immediately	<b>Complete</b>
18	Post to Website- the Amended the Flag Policy in order to add the "Review" Section noting that "A review of this policy and the "Flags to be Flown" will be reviewed by Municipal Council on a yearly basis (January) to determine if additional flags are required to be added to the list"	2022-04-25	Municipal Clerk	Immediately	<b>Complete</b>
19	Post to Website - Municipal Council Adopt the Virtual Meeting Policy as a policy of the Municipality of the County of Richmond.	2022-04-25	Municipal Clerk	Immediately	<b>Complete</b>

20	Municipal Council approve the following additional services estimates from FBM: Item 1: 3rd in person meeting in the Louisdale/West Bay Area \$1,985, plus HST, Item 2: Targeted additional 1 hour focus group meetings \$ 880, plus HST	2022-04-25	Chief Financial Officer	Immediately	Complete
21	Municipal Council authorize Staff to proceed with application to the Province's PCAP funding program for the purpose of conducting an Inflow and Infiltration Study on the Arichat sewage collection system.	2022-04-25	Director of Public Works	Immediately	Complete
22	The Municipality use the color red, wherever possible, in all the gardens and landscapes the municipality maintains and supports, supports the nomination of the Isle Madame Garden Club Garden Hero, Lillian O'Hearn, with an honorary certificate, purchase a flag for the "Year of the Garden 2022" and recognize June 18th, 2022 as Garden Day in the Municipality of Richmond County.	2022-04-25	Municipal Clerk/Municipal Council/Director of Public Works	Immediately	Complete
23	The following proclamation be adopted: "Year of the Garden 2022"	2022-04-25	Warden	Immediately	Complete
24	The following proclamation be adopted: May 2022 as "Lyme Disease Awareness Month".	2022-04-25	Warden	Immediately	Complete
25	Update on Code of Conduct Complaint will be provided at a future meeting once the investigation has been Completed.	2022-04-25	Municipal Council	Upcoming Meeting	Complete
26	Council of Municipality of the County of Richmond amend a previously approved motion approved at the January 24, 2022, Council meeting noted in the Review of Minutes which read as follows: "Moved by Councillor Brent Sampson, seconded by Councillor Diggon that the minutes of the December 20, 2021 Regular Council meeting be approved with amendments. Motion carried." by correcting the vote on Review of Minutes of December 20, 2021 by replacing the words "Motion carried" with "4 in favour, 1 opposed."	2022-04-25	Municipal Clerk	Immediately	Complete
27	Forward Motion to EDPC - Municipal Council give Second Reading and approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to add Craft Beverage Facilities as a permitted use in the Village Commercial (VC) Zone and insert accompanying definitions	2022-05-24	Municipal Clerk	Immediately	Complete
28	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	2022-05-24	Warden Mombourquette	Immediately	Complete
29	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSF, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating that Municipal Council is thankful for the removal of the proposed non-resident Provincial property tax and their willingness to listen to the feedback received on the issue.	2022-05-24	Warden Mombourquette	Immediately	Complete

30	Send to CFO that the grant request from the River Bourgeois Community Services Society be approved in the amount of \$9,000 with the following allocation:: Regional /Health/General \$5,000, District #4 \$2,500, District #1, 2 and 3(each) \$ 500	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
31	Send to CFO that the grant request from the St. Peter's RCL Branch 47 be approved in the amount of \$3,924.44 and be allocated as follows: Regional /Health/General \$ 3,000.00, District # 3 and 4 \$ 462.22 each.	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
32	Send to CFO that The grant request from the South Mountain Arm of Gold Community Association in the amount of \$5,000 be approved from the Regional /Health/General Fund contingent on securing other sources of funding.	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
33	The following proclamation be approved: May 29th – June 4th, 2022 is recognized as Access Awareness Week.	2022-05-24	Warden / Municipal Clerk	Immediately	<b>Complete</b>
34	Notify the Board that Mr. Richie Cotton was re-nominated by the Municipality of Richmond County to serve his second term on the Strait of Canso Superport Corporation Board of Directors.	2022-05-24	Municipal Clerk	Immediately	<b>Complete</b>
35	Notify Applicant that an exemption to the Richmond County Noise By-Law #65 be granted to Epic Trip Productions and the Inspiration Point Lodge for June 18th and 19th, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 3 AM to allow the event to engage in any activity until 3 AM which tends to disturb the peace and tranquility of a neighborhood to which the By-Law applies.	2022-05-24	Municipal Clerk	Immediately	<b>Complete</b>
36	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	24/05/2022	Warden	Immediately	<b>Complete</b>
37	The 30 day Clean-up Order issued by the Eastern District Planning Commission regarding PID (75105304) and AAN (10494923) be amended from a 30 day to a 90 day Clean-up Order and that day one of the Order begin on the day the Order is posted.	2022-06-27	Municipal Clerk/EDPC	Immediately	<b>Complete</b>
38	The NSFM Service Exchange Renegotiation and MGA Review Committee survey be Completed by Warden Mombourquette and Deputy Warden Melanie Sampson in collaboration with the remaining Councillors and Municipal Staff.	2022-06-27	Warden/Deputy Warden	Immediately	<b>Complete</b>
39	Staff reach out to other municipal units regarding a Special Events By-Law and Complete an analysis/comparison of data to be provided to Committee Members at a future By-Law/Policy Committee meeting.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>

40	Staff be requested to do an assessment/investigation regarding the potential of expanding the Babin's Hill Look-off.	2022-06-27	CAO/Director of Public Works	Immediately	<b>Complete</b>
41	The building permit fees be amended as recommended by the Director of the Eastern District Planning Commission and that the amended fee structure be effective July 1, 2022.	2022-06-27	Municipal Clerk/EDPC	Immediately	<b>Complete</b>
42	PID (75034520), 1/3 owned by the Municipality of the County of Richmond, consisting of the 100 acre municipal property on Plumb Island and 2/3 owned by Barbara Malcolm, be declared surplus to municipal requirements, and the Municipality's interest sold for fair market value.	2022-06-27	Revenue Manager	Immediately	<b>Complete</b>
43	The request from Marg Herdman for funding for four lighthouses and one governance panel at a cost of approximately \$3,000 each be investigated by Staff in collaboration with MLA Trevor Boudreau regarding funding opportunities which could potentially be available to aid with the project.	2022-06-27	CAO	Immediately	<b>Complete</b>
44	Staff investigate the request from Potlotek First Nation to access Richmond County's garbage and recycling services.	2022-06-27	CAO/Director of Public Works	Immediately	<b>Complete</b>
45	Taxes be written off in the amount of \$356.94 on property AAN 01720872, located at 47 South Side, Petit de Grat, NS, owned by Lillian Gionet, which represents taxes on the dwelling only from May 6, 2022 to March 31, 2023.	2022-06-27	Revenue Manager	Immediately	<b>Complete</b>
46	The fuel price adjustments based on the Truckers Association of Nova Scotia's monthly diesel fuel price be retroactive to April 1, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	<b>Complete</b>
47	The request from the Isle Madame New Horizons Seniors Club, Type 1-Infrastructure Grant fund in the amount of \$5,000 be approved and allocated as follows: Regional/Health/General Grant Funds \$3,500, District #1 \$ 750, District #2 \$ 750	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
48	The request from St. Joseph Parish for the Type 4 – Regional/Health/General Grant Fund in the amount of \$10,000 be allocated and approved from District #1- \$1,500 and District #2 - \$1,500 for a total of \$3,000.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
49	The grant request from Pitu'paq Partnership Society in the amount of \$2,000 for the Type 4 – Regional/Health/General Grant fund be approved.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
50	The request from Development Isle Madame Association for the Type 1 – Infrastructure Grant Funds in the amount of \$3,500 be approved for a total of \$1,500 and allocated as follows: District #1 \$750 and District #2 \$750	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>

51	The Canada Day 2022 Funding request received from Johnston's Harbour Wharf Association in the amount of \$450 be approved.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
52	First Reading to amend the Private Ways By-Law #66 in order to add to section 3.2 the wording "Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days" AND to include an additional section stating: "Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors)".	2022-06-27	Municipal Clerk/Municipal Council	September 26, 2022 Regular Council Meeting	<b>Complete</b>
53	An exemption to the Richmond County Noise By-Law #65 be granted to Development Isle Madame Association for the Codstock 2022 event beginning on July 2nd, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 1:30 AM July 3, 2022	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
54	The Town of Port Hawkesbury staff, CAO Terry Doyle and CFO Erin MacEachern be extended an invitation to review/present the Airport Terms of Reference at a Fall Committee of the Whole meeting.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
55	The CAO follow-up with Justin Forbes of Stantec regarding a potential start-up meeting date regarding the Governance and Boundary Review.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
56	That an Electric Vehicle Charger for the Richmond Arena location be forwarded to budget deliberations for review.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
57	Staff advertise/promote the review of the Nova Scotia Accessibility Act on the Richmond County Website and Richmond County Facebook page.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
58	Staff forward the information regarding the re-opening of the Business ACCESS Ability Program to the Chamber of Commerce and also that the information be promoted on the Richmond County Website and via Social Media.	2022-06-27	CAO/Municipal Clerk	Immediately	<b>Complete</b>
59	A letter be sent from Municipal Council regarding littering and the return of garbage cans which had previously been located at various provincial parks throughout Richmond County AND that Warden Amanda Mombourquette reach out the RCMP regarding statistics of littering offences over the past number of years.	2022-06-27	Warden	Immediately	<b>Complete</b>
60	The possibility of hiring summer students for summer 2023 to deal with the littering issues be forwarded to budget deliberations.	2022-06-27	Director of Public Works/CFO	Immediately	<b>Complete</b>
61	The grant request from the Royal Canadian Legion Branch 150 be approved and allocated as follows: District #1 \$500, District #2 \$500, Type 1- Infrastructure Grant Funds \$4,000.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
62	The Grant Policy be referred to the By-Law/Policy Committee meeting for discussion regarding the question of Registry of Joint Stocks.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>

63	Grant request from Lakeside Community Association be approved in the amount of \$5,000, contingent on other confirmed sources of funding and allocated as follows: District #4 \$1,000, Type 1- Infrastructure Grant Funds \$4,000.	2022-06-27	Chief Financial Officer	Immediately	Complete
64	The curbside collection contracts be amended to reflect quarterly fuel price adjustments rather than annual adjustments; AND FURTHER MOVED that the next adjustment be implemented July 1, 2022 and apply for the period from July 1 to September 30, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	Complete
65	That Chris Boudreau be appointed as the Interim Chief Administrative Officer, in addition to his Director of Public Works responsibilities from July 1, 2022 until August 31, 2022 or until a permanent Chief Administrative Officer is hired; AND FURTHER MOVED that the interim appointment be compensated with a Salary Level #11, Step #6 on the current salary scale.	2022-06-27	Municipal Council/Chief Financial Officer	Immediately	Complete
66	That funding be approved for travel/expenses related to the interview process for two potential candidates for the Chief Administrative Officer position; AND FURTHER MOVED that the approval would be based on pricing by the Warden in consultation with the CFO, Jason Martell	2022-06-27	CAO/Chief Financial Officer	Immediately	Complete
67	<b>Second Reading By-law #66</b> / To Amend the Private Ways By-Law #66 to add the following clauses: In s.3.2 - Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days AND include an additional section stating: Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors).	2022-09-26	Municipal Clerk/Municipal Council	November 28 <sup>th</sup> Regular Council Meeting	Complete
68	<b>Holy Guardian Angels</b> / That Council accept the recommendation of the Committee of the Whole to provide funding to the Holy Guardian Angels Parish in amount of \$3,750.00, with the allocation of funds as follows, \$2,000.00 from the District 5 Activity Fund and \$1,750.00 from the Regional Fund.	2022-09-26	Chief Financial Officer	Immediately	Complete
69	<b>Rural Communities Foundation</b> / That the Council accept the recommendation of the Committee of the Whole to provide funding from the Regional Fund to the Rural Communities Foundation in the amount of \$500.00.	2022-09-26	Chief Financial Officer	Immediately	Complete
70	<b>ACTing Collectively</b> / That Council accept the recommendation of the Committee of the Whole to provide financial support, in the amount of \$669.00, to fund a mail out to seniors.	2022-09-26	CAO/Chief Financial Officer	Immediately	Complete
71	<b>Awards of Recognition Policy</b> / That Council accept the recommendation of the Committee of the Whole to refer the Awards of Recognition policy to the Bylaw and Policy Committee for review.	2022-09-26	Municipal Clerk	Immediately	Complete

72	<b>Strategic Plan Refresh</b> / That Council accept the recommendation of the Committee of the Whole to approve the Strategic Plan Refresh as presented by Preferred Choice.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	<b>Complete</b>
73	<b>Heritage Submissions</b> / That Council accept the recommendation of the Committee of the Whole to refer the Heritage submissions to the Heritage Advisory Committee for review.	2022-09-26	Municipal Clerk	Immediately	<b>Complete</b>
74	<b>NSCC Lease</b> / That Council accept the recommendation of the Committee of the Whole to offer Nova Scotia Community College a 15 month lease for their Heavy Equipment Operator course starting on October 1st, 2022.	2022-09-26	Warden/CAO	Immediately	<b>Complete</b>
75	<b>Letter of Support / Broadband</b> / That Council accept the recommendation of the Committee of the Whole to write a letter of support to the advancement of Broadband agenda to MP Kelloway AND FUTURE MOVE that staff continue to explore funding opportunities.	2022-09-26	Warden	Immediately	<b>Complete</b>
76	<b>Hydrant/Langley Lane</b> / That Council accept the recommendation of the Committee of the Whole to have staff explore the feasibility of installing a hydrant on Langley Lane.	2022-09-26	Director of Public Works	Immediately	<b>Complete</b>
77	<b>Offshore Wind/ Point Tupper Energy</b> / That Council accept the recommendation of the Committee of the Whole to request to have a staff member and a councillor attend future Offshore Wind and Ongoing Point Tupper Energy Developments meetings.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	<b>Complete</b>
78	<b>Louisdale Lions Club</b> / That Council accept the recommendation of the Committee of the Whole to have staff explore funding opportunities for the washrooms being used by patrons of the recreation facilities located at the Louisdale Lions Club AND FURTHER MOVE that staff contact the Louisdale Lions Club regarding the request put forward.	2022-09-26	Recreation Manager	Immediately	<b>Complete</b>
79	<b>RCMP Letter of Concern</b> / That Council accept the recommendation of the Committee of the Whole to write a letter of concern to MP Kelloway regarding retroactive pay for the RCMP.	2022-09-26	Warden	Immediately	<b>Complete</b>
80	<b>Proclamation FDAS Awareness</b> / That Council accept the recommendation of the Committee of the Whole to declare the month of September as Fetal Alcohol Spectrum Disorder (FDAS) Awareness Month.	2022-09-26	Warden	Immediately	<b>Complete</b>
81	<b>Accessibility Advisory Committee</b> / Approve Ashley Lavandier and Shelley Dorey as members of the Accessibility Advisory Committee.	2022-09-26	Recreation Manager	Immediately	<b>Complete</b>
82	<b>J Road Classification List 2022/2023</b> / Staff notify the Province that the Municipality does not wish to proceed with the cost-shared road upgrades for Langley Lane in Point Tupper.	2022-09-26	Director of Public Works	Immediately	<b>Complete</b>

83	<b>J Road Classification List 2022/2023/</b> Staff inquire with the Province about the possibility of three-way cost sharing between the Province, Municipality and a Commercial enterprise for upgrades to Lobster Plant Road and FURTHER MOVED that, in order of priority, Marchand Lane and Sampson Road be submitted to the Province for the cost-shared upgrades to J-class roads for the 2023-24 construction season and FURTHER MOVED that Lobster Plant Road be included in the application subject to approval by the Province for three-way cost sharing.	2022-09-26	Director of Public Works	Immediately	Complete
84	<b>Proclamation Right to Know Week /</b> September 26 to October 2, 2022 to be Right to Know Week in the Municipality of the County of Richmond.	2022-09-26	Warden	Immediately	Complete
85	<b>Chamber Upgrades /</b> Staff contact Backman Vidcom for another quote.	2022-09-26	Warden/CAO	Immediately	Complete
86	<b>Truth and Reconciliation Day /</b> Designate the business day prior to September 30th of each calendar year as the flag raising ceremony in honor and recognition of Truth and Reconciliation Day.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	Complete
87	<b>By-Law Partnership Opportunity /</b> For CAO and Warden to explore the by-law enforcement officer partnership opportunity and report back to council at a future meeting	2022-10-11	CAO/Warden	Future Council meeting.	Complete
88	<b>Destination Cape Breton re: Provincial Amendments to Marketing Levies, Request of Support /</b> To defer the decision of Council support to the next Regular Council meeting in order to acquire additional information. <b>**</b> (Contact other Municipalities regarding the levies.) 24/10/2022	2022-10-11	Municipal Councillors/ Warden	Immediate	Complete
89	<b>Accessibility Advisory Committee /</b> That Staff create and submit an advertisement in the local paper, inviting community members with lived experience to consider applying to become a member of the Accessibility Advisory Committee.	2022-10-24	Recreation Manager	Immediate	Complete
90	<b>Tax Reduction due to Fire /</b> That taxes in the amount of \$153.15 be written off, which represents taxes on the dwelling only from August 17, 2022 to March 31, 2023, for property AAN 03000672, owned by Sheila Latimer, which was Completely destroyed by fire.	2022-10-24	Chief Financial Officer	Immediate	Complete
91	<b>Cellular Advocacy Letter /</b> That Council support the Cellular Advocacy Letter as drafted by Glenn Home, Chief Administrative Officer for the Municipality of the County of Antigonish.	2022-10-24	Warden	Immediate	Complete
92	<b>Isle Madame Historical Society, Type 1 Infrastructure Grant /</b> To defer the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	2022-10-11	Chief Financial Officer	Moved to October 24, 2022 Regular Council Unfinished Business	Complete
93	<b>Heritage By-Law #49 /</b> That Council refer Heritage Property By-Law #49 to the By-Law/Policy Committee.	2022-10-24	CAO / Municipal Clerk	Immediate	Complete

94	<b>Strait Area Transit</b> / That staff investigate options for improving transit service in Richmond County.	2022-10-24	CAO	Immediate	<b>Complete</b>
95	<b>Water Utility – Water Line Relocation</b> / That Council have staff explore the Canada Community Building Fund for funding opportunities related to the expenditures from the water main relocation on Whiteside Road and FURTHER MOVE that staff proceed with payment of this non-budgeted expenditure through the Richmond Water Utility if there are no funding opportunities with the CCBF.	2022-10-24	Director Public Works/CFO	Immediate	<b>Complete</b>
96	<b>Non Budgeted Expenditures</b> / That staff contact the department of Municipal Affairs and Housing to discuss non-budgeted expenditures led by the Province and report back to Council.	2022-10-24	CAO	Immediate	<b>Complete</b>
97	<b>Municipality of the County of Guysborough re: Premier Houston’s correspondence to Minister Champagne</b> / That Council write a letter of support to Premier Tim Houston regarding the recent correspondence to Hon. Francois-Philippe Champagne for the lack of support and participation from telecommunications companies before, during and after Hurricane Fiona.	2022-10-24	Warden	Immediate	<b>Complete</b>
98	<b>Yarmouth Ferry Service</b> / That Council write a letter of support to Premier Tim Houston regarding the impact the Yarmouth Ferry has on our community and the Province.	2022-10-24	Warden	Immediate	<b>Complete</b>
99	<b>Isle Madame Historical Society, Type 1 Infrastructure Grant</b> / That the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500 to upgrade and improve the retaining wall and front and back decks of the Lorenzo building to improve safety and accessibility for visitors and patrons to the site be approved and allocated under the Cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2022-10-24	CFO	Immediate	<b>Complete</b>
100	<b>Langley Lane</b> / That Staff inquire with the Province about the possibility of cost sharing between the Province and the Municipality for upgrades and maintenance for Langley Lane and report back to Council.	2022-10-24	Director of Public Works	Immediate	<b>Complete</b>
101	<b>Accessibility Committee Appointee</b> / That Council accept the following applicant to be appointed to the Accessible Advisory Committee for the Municipality of the County of Richmond, Chantal Boudreau.	11-14-2022	Recreation/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
102	<b>Oban Road Washouts</b> / That Council have Warden Mombourquette draft a letter of concern to the Minister of Public Works regarding the Oban road washouts and FURTHER MOVE that a request be made for a time line on the scheduled repairs.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
103	<b>Babins Hill Lookoff</b> / The Committee agreed to have staff explore pricing for the volume of fill and related expenses that may be required for the potential expansion of the Babins Hill Lookoff and report back to Council at a future meeting.	11-14-2022	CAO, Director of Public Works	Immediate	<b>Complete</b>

104	<b>Administration Portuaire de Petit de Grat Grant Request</b> / That Council defer the Administration Portuaire de Petit de Grat, Type 1 – Infrastructure Grant Fund request in the amount of \$10,000.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	11-14-2022	CFO	Immediate	<b>Complete</b>
105	<b>Village on the Canal Grant Request</b> / That Council approve the Village on the Canal Association, Type 4 – Regional/Health/General Grant request in the amount of \$1,000.00 and allocated as follows: \$200.00 from each District Fund.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
106	<b>Highland Village Grant Request</b> / That Council refer the request for financial support from Murdock MacPherson and Rodney Chaisson of Highland Village Museum to budget deliberations.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
107	<b>PVSC Virtual Assessment 101 Session</b> / That Council have staff contact the Property Valuation Services Corporation to inquire if the Virtual Assessment 101 Session can be made available for an evening session, as a group in the New Year, and report back to Council at a future meeting.	11-14-2022	CAO/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
108	<b>Destination Cape Breton Letter of Support</b> / That Council have Warden Mombourquette draft a letter to the Province in support of the following amendments to the Marketing Levy legislation proposed by Destination Cape Breton: (a) that the new legislation state that the levy will apply to all fixed-roof accommodations, as defined in the Tourism Accommodation Registration Act (which includes Airbnb and VRBO), regardless of the number of rooms, (b) That the language for usage of the funds be changed to "Funds collected will be used exclusively on activities and programs that directly support the development of the tourism industry and the marketing of destinations from which they were generated.", (c) that there is a seamless process to replace the current Cape Breton Island Marketing Levy Act with the new legislation., and FURTHER MOVE that the letter encourage all Cape Breton Municipal units to participate.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
109	<b>The Office of Healthcare Professionals Recruitment (OHPR) re: Community Fund</b> / That Council have staff reach out to the Program Director at Cape Breton South Recruiting for Health to offer support in the application process.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
110	<b>NS Early Childhood Development Intervention Services</b> / That Staff advertise/promote the NS Early Childhood Development Intervention Services on the Richmond County Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	<b>Complete</b>
111	<b>Littering</b> /That Staff advertise and promote litter prevention as well as the ability of the RCMP to issue a \$467.50 littering fine under Section 99 of the NS Environment Act on the Municipal Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	<b>Complete</b>
112	<b>Major Event Planning Proposal from Sergeant Nugent</b> / To refer Sergeant Nugent's request regarding major event planning to the By-Law/Policy Committee for investigation into the development of the Municipality's Special Events by-law.	11-28-2022	CAO	Immediate	<b>Complete</b>

113	<b>Recommendation from Planning Advisory/Heritage Committee</b> / That the CAO investigate if the Eastern District Planning Commission can issue summary offence tickets and/or why they don't have the authority to do so and to report back to the Committee at a future meeting.	11-28-2022	CAO	Immediate	Complete
114	<b>Travel and Expense Policy/</b> That the amended Travel and Expense Policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete
115	<b>Awards of Recognition Policy</b> / That the Awards of Recognition policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete
116	<b>Second Reading By-law #66</b> / That the Second Reading approval be given to adopt the amended Private Ways By-Law #66 as a By-Law of the Municipality of the County of Richmond.	11-28-2022	CAO/Municipal clerk	Immediate	Complete
117	<b>Terms of Reference - By-Law/Policy Committee</b> / That Council amend the By-Law/Policy Committee Terms of Reference to include the membership of the public who are residents of the Municipality of the County of Richmond and FURTHER MOVE that public members' terms shall be two years, and FURTHER MOVE that members may be re-appointed to the committee for a further two year term, but shall not exceed two consecutive terms.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete
118	<b>Committee Terms of Reference</b> /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
119	<b>Atlantic Biosphere Project, Proposal to Participate in Weston Foundations Homegrown Innovation Challenge</b> / That staff reach out to the proponent of the Atlantic Biosphere Project to explore resourcing options and report back to Council at the next scheduled meeting on December 12, 2022.	11-28-2022	CAO	Immediate	Complete
120	<b>Federal Boundary Review/</b> That the Warden draft a letter of support to MP Mike Kelloway expressing concerns regarding the proposed Federal boundaries in terms of geography, service and that the proposed boundary either be reconsidered or extra funds be provided to allow for more constituency offices in order to maintain the level of service and FURTHER MOVE to request that MP Kelloway forward the letter to the appropriate body.	11-28-2022	Warden	Immediate	Complete
121	<b>Louisdale Lions Club Type 4 - Regional/Health/General Grant Request/</b> That the grant request from the Louisdale Lions Club for the Type 4-Regional/Health/General Grant fund request in the amount of \$2,500.00 be approved and be allocated as follows: \$1,000.00 from the Type 4 - Regional/Health/General Grant Fund and \$1,500.00 from District 3 Fund.	11-28-2022	CFO	Immediate	Complete

122	<b>Administration Portuaire de Petit de Grat Grant Request</b> / That the Administration Portuaire de Petit de Grat Type 1 Grant request in the amount of \$10,000.00 to purchase a commemorative monument in recognition of the expulsion of the Acadians be approved as an eligible project and allocated under the cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000.00 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	11-28-2022	CFO	Immediate	<b>Complete</b>
123	<b>Trail Strategy</b> / Schedule pre-budget meetings to allow time to discuss the items in the trail strategy.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
124	<b>Irish Cove Reclaimed Limestone Quarry Walking Trails</b> /That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of support to the Department of Natural Resources for the Irish Cove Reclaimed Limestone Quarry Walking Trails project.	2022-12-12	Warden	2022-12-12	<b>Complete</b>
125	<b>Strategic Communications Plan.</b> (June 2021-Draft ) / That Council accept the recommendation of the Committee of the Whole to have staff reach out to the Cape Breton Partnership for support in revising the June 4, 2021 Draft Strategic Communications Plan. January 2024 Draft Strategic Communications Plan & Associated Policies/ that Council accept the recommendation from the By-Law/Policy Committee to proceed with the adoption of the Strategic Communications Plan and associated policies. ( Delegation to Appear Before Municipal Council Policy, Social Media Policy, Website Content and Maintenance Policy,Communications Policy)	2022-12-12	CAO/Municipal Clerk	Immediate	<b>Complete</b>
126	<b>Saltwire- Chronicle Herald &amp; Cape Breton Post</b> / That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of concern to Saltwire requesting the resumption of rural door to door delivery or consider semi-central drop off locations and encourage other Municipalities to do the same.	2022-12-12	Warden	Immediate	<b>Complete</b>
127	<b>February Tax Sale</b> / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property number 01415298 for a minimum acceptable bid of \$5,000 and if this property does not sell for the minimum acceptable bid, to proceed and sell the property for any bid.	2022-12-12	CFO	Immediate	<b>Complete</b>
128	<b>February Tax Sale</b> / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property numbers 02465418, 03739511, 03927415, 04537521, 05176328, 07944063 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	2022-12-12	CFO	Immediate	<b>Complete</b>

129	<b>Village of St. Peter's Guarantee</b> / That Council accept the recommendation of the Committee of the Whole that Council approve the draft loan guarantee requested by the Village of St. Peter's in the amount of \$56, 407.50 for the purposes of purchasing a new sidewalk tractor.	2022-12-12	CFO	Immediate	Complete
130	<b>PVSC Inactive Accounts</b> / That the recommendation of the Committee of the Whole that Council authorize the Manager of Accounting & Finance and CFO to proceed and write off the principal and interest associated with the inactive accounts in the total amount of \$28,209.44.	2022-12-12	CFO	Immediate	Complete
131	<b>Richmond River Roots</b> / That Council accept the recommendation of the Committee of the Whole that Warden Mombourquette draft a letter of support for the Richmond River Roots Market Garden Society for their Sustainable Communities Challenge Fund proposal to obtain a second climate battery greenhouse.	2022-12-12	Warden	Immediate	Complete
132	<b>NSCC Report to the Community</b> / Staff to share information on the Municipal Website and Facebook page.	12-19-2022	Municipal Clerk	Immediate	Complete
133	<b>St. Peter's Community Hub Project</b> / That Council provide support of principle only for the St. Peter's Community Hub Project.	12-19-2022	Municipal Council	Immediate	Complete
134	<b>EverWind Fuels, re: Public Comments Period</b> - Due Date Jan. 18 / post on Municipal FB and Website	2023-09-01	Municipal Clerk	Immediate	Complete
135	<b>Babins Hill Lookoff</b> / that Council accept the recommendation of the Committee of the Whole that Council defer the estimated costs to carry out the work to expand the Babins Hill Lookoff by 40 meters west along Highway 206 to the 2023/24 budget deliberations.	2023-09-01	CFO	Immediate	Complete
136	<b>Fleet Vehicle</b> / that Council accept the recommendation of the Committee of the Whole that Council approve the purchase of a new fleet vehicle at the tendered cost of \$72, 369 plus HST with the costs being incurred in the 2023/24 fiscal year and FURTHER MOVE that the CAO be authorized to negotiate any increase in price resulting from supply of a 2024 model vehicle if no 2023 model vehicles are available at the time of order/delivery.	2023-09-01	CFO/CAO	Immediate	Complete
137	<b>Marketing Levy Update</b> / that Council refer the Municipality of the County of Richmond Marketing Levy By-Law #60 to the By-Law/Policy Committee for review and recommendation.	2023-09-01	Municipal Clerk	Immediate	Complete
138	<b>CAO Employee Success Plan</b> / that Council refer the CAO Employee Success Plan to the By-Law/Policy Committee.	2023-09-01	CAO / Municipal Clerk	Immediate	Complete
139	<b>By-Law / Policy Committee</b> / that Council approve Lois Landry as a member of the By-Law and Policy Committee.	1/23/2023	CAO/Municipal Clerk	Immediate	Complete
140	<b>Storm Policy</b> / that the Storm Policy be adopted as a policy of The Municipality of the County of Richmond.	1/23/2023	CAO/Municipal Clerk	Immediate	Complete

141	<b>Second Reading</b> / that Council give the second reading to approve entering into a Development Agreement for 4 tourist cabins/cottages on Lot 18, PID 75144063, Orion Crescent, Walkerville, Richmond County.	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	<b>Complete</b>
142	<b>Second Reading</b> / that Council give the second reading to approve the proposed Land Use By-law amendment to rezone the portions of the properties identified as PID 75086868, 75136218, 75052530, 75219568, and 75086397 from the Residential Rural (R-2) Zone to the Residential Village (R-1) Zone to allow for smaller lot subdivision	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	<b>Complete</b>
143	<b>Governance and Boundary Review/</b> that the Warden and CAO work with Stantec on a new map that includes the following changes: Move Lennox Passage to District 3 Create more equitable division on Isle Madame between Councillors Move Grande Greve to District 4 Move Thibeauville to District 4	1/23/2023	Warden/CAO	Immediate	<b>Complete</b>
144	<b>Strait Area Transit</b> / that Council invite the Board of Executives and the support staff as required from Strait Area Transit to the next meeting of Council to discuss and continue contract negotiations.	1/23/2023	CAO/ Municipal Clerk	Immediate	<b>Complete</b>
145	<b>Richmond Villa Board Request</b> / that Staff create and submit advertisements in local media inviting Richmond County residents to consider applying to become a member of the Richmond Villa Board and FURTHER MOVE that the term for this position will be until the next organizational meeting.	1-31-2023	Municipal Clerk	Immediate	<b>Complete</b>
146	<b>Governance and Boundary Review/</b> that the CAO and Warden work together on the application and supporting documents for the Nova Scotia Utility and Review Board.	1-31-2023	CAO	Immediate	<b>Complete</b>
147	<b>Heritage Plaques</b> / that Council pursue the idea of having heritage plaques made and given to heritage building upon designation.	2-27-2023	CAO & Municipal Clerk	Immediate	<b>Complete</b>
148	<b>Lighthouse Heritage Properties</b> / that staff explore funding options for the support of interpretive panels for lighthouse heritage properties on Isle Madame and FURTHER MOVE that staff contact the proponent to inquire on the progress of the project.	2-27-2023	CAO & Cllr M. Diggdon	Immediate	<b>PENDING</b>
149	<b>Municipal Heritage Property Designation Scoring Criteria/</b> to adopt the Municipal Heritage Property Designation Scoring Criteria as presented and FURTHER MOVE that the Planning Commission carry out the scoring, which can then be reviewed, revised as necessary, and agreed to by the Planning Advisory / Heritage Committee.	2-27-2023	CAO & Municipal Clerk	Immediate	<b>Complete</b>
150	<b>Public Participation Program Regarding Engagement with Abutting Municipalities/</b> to refer the public participation program regarding engagement with abutting municipalities staff report as presented by the Eastern District Planning Commission to the By-Law/Policy Committee for review.	2-27-2023	CAO & Municipal Clerk	Immediate	<b>Complete</b>

151	<b>Provincial Snow Clearing/</b> that Council accept the recommendation of the Committee of the Whole that staff request a meeting of Council and Department of Public Works in our region to discuss concerns regarding provincial snow clearing and FURTHER MOVE that the Warden draft a letter requesting a meeting with the Minister of Transportation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
152	<b>Province's Introduction to Bill 225 /</b> that Council accept the recommendation of the Committee of the Whole to have the Warden draft a letter to the Minister of Municipal Affairs and Housing acknowledging that we are confident Bill 225 was passed with positive intentions to address the housing crisis, but that Council has concerns about the process and requests that the Province consider repealing the Bill which grants Ministerial authority to override lawfully established by-laws of the Halifax Regional Municipality.	2-27-2023	Warden	Immediate	Complete
153	<b>AccessAbility Week/</b> that the request for funds to support activities in recognition of AccessAbility Week from May 29th – June 4th, 2023 be deferred to budget deliberations.	2-27-2023	CAO/Chief Financial Officer	Immediate	Complete
154	<b>Administration Portuaire de Petit de Grat Grant Request/</b> that Council approve the Administration Portuaire de Petit De Grat grant request in the amount of \$15,000 to install water and sewer connections as eligible projects and allocated under the drinking water/wastewater categories respectively from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2-27-2023	Chief Financial Officer	Immediate	Complete
155	<b>Bonnie Brae Seniors Club Type 4 -Grant Request/</b> that Council approve the Bonnie Brae Seniors Club grant request for purchasing and installing an automated external defibrillator (AED) in the amount of \$ 1,000.00 and allocated as follows: District 1: \$150.00, District 2: \$150.00, District 4: \$ 337.78, Regional Fund: \$362.22.	2-27-2023	Chief Financial Officer	Immediate	Complete
156	<b>Private Ways By-Law # 66 -First Reading/</b> to amend the Private Ways By-Law #66 in order to add Section 5 Repeal and Replace, and shall read as follows: The previous version #1, dated June 28, 2021, and all other versions of the By-Law 66, Private Ways By-Law, are repealed and replaced by this by-law.	2-27-2023	Municipal Clerk	Immediate	Complete
157	<b>Richmond Villa Board /</b> that Council accept Robert Wambolt as the appointed community member to the Richmond Villa Board.	2-27-2023	Municipal Clerk	Immediate	Complete
158	<b>Spring 2023 Heavy Collection/</b> that Council accept the recommendation from the Director of Public Works to issue a tender for collection services for the 2023 Spring Heavy Collection.	2-27-2023	Director of Public Works	Immediate	Complete
159	<b>Bras d'Or Lakes Collaborative Environmental Planning /</b> that the CEIP request for financial support for the Etuaptmuk (Two-Eyed Seeing) Conference being held in October 2023 be deferred to budget deliberations.	2-27-2023	Chief Financial Officer	Immediate	Complete
160	<b>Special Event By-Law/</b> that Council move the Special Event By-Law to the adoption process as	2-27-2023	CAO/Municipal Clerk	Immediate	Complete

161	<b>Public Participation Program Regarding Engagement with Abutting Municipalities</b> / that Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the Eastern District Planning Commission report dated February 14, 2023.	2-27-2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
162	<b>Canada Community Building Fund Discussion (Gas Tax )</b> /It was the consensus of the Committee to defer non-profit organizations discussion to a future meeting.	2-27-2023	CAO / CFO	Immediate	<b>Complete</b>
163	<b>Canada Community Building Fund Discussion (Gas Tax )</b> / that staff produce a draft policy for the use of the Canada Community-Building Fund by the Village Commission.	2-27-2023/ 03/27/2023	CAO/Staff	Immediate	<b>Complete</b>
164	<b>Comfort Center &amp; Emergency Shelter Policy</b> / The Committee unanimously agreed that have staff prepare a second draft to include a section on Municipal responsibilities to be presented at a future meeting.	2-27-2023	CAO/Steve Marcellus	Immediate	<b>Complete</b>
165	<b>Eastern District Planning Commission Appointments and Positions of the District Planning Staff</b> / Council to approve the following EDPC Commission staff appointments and the positions for 2023-2024, effective April 1, 2023 as follows: Building Inspectors: Harry Martell, André Samson and Sean Donovan -Alternates: David MacKenzie, Johnathan Martin and Luke Ross- Special Constable: Sean Donovan and Johnathan Martin - Development Officer: Andrew Jones -Alternates: John Bain; Wanda Ryan; Dawn Sutherland; Kristen Knudskov and Mikayla Tait - Fire Inspectors: Harry Martell and André Samson -Alternates: Sean Donovan, David MacKenzie, Jonathan Martin and Luke Ross - Dangerous or Unsightly Premises - Administrators: Jonathan Martin and John Bain- Alternates: Luke Ross, Harry Martell and André Samson Special Constable: Sean Donovan and Jonathan Martin	3-13-2023	Municipal Council/ Mun. Clerk	Immediate	<b>Complete</b>
166	<b>Autism Acceptance Month Flag Raising</b> /Council to have staff organize the Autism Acceptance Month flag raising and proclamation ceremony on April 3rd, 2023, and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	<b>Complete</b>
167	<b>Gaelic Nova Scotia Month Flag Raising</b> / Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	<b>Complete</b>
168	<b>Purple Day for Epilepsy Awareness</b> / that the proclamation be accepted to proclaim that March 26, 2023 be "Purple Day", in an effort to raise awareness of epilepsy in Canada.	3-13-2023	Municipal Clerk	Immediate	<b>Complete</b>

169	<b>Grant Request from Raising the Villages Cooperative Ltd. for the Type 4 – Regional/Health/General Grant Funds in the amount of \$5,000./</b> that the Raising the Villages Cooperative Ltd. grant request in the amount of \$ 3,000 for the purpose of supporting the costs of communications and network development, be approved and allocated as follows: \$150 from District 1, \$350 from District 2, \$1,000 from District 5 and \$ 1,500 from the Type 4 General Fund.	3-13-2023	CFO	Immediate	<b>Complete</b>
170	<b>Constituent/ Question Period /</b> Develop a service standard for responding to public inquires.	3-13-2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
171	<b>Constituent/ Question Period /</b> To post EDPC public meetings on the Municipal schedule of meeting calendar.	3-13-2023	Municipal Clerk	Immediate	<b>Complete</b>
172	<b>Constituent/ Question Period /</b> Create an Appeal Process for Land Development	3-13-2023	n/a	Immediate	<b>Complete</b>
173	<b>Constituent/ Question Period Inquiry,</b> Re Property Tax Sale: If there is a lean on a property and the County accepts less than what is owing, is the remainder put out as a lean on the property owner?	3-13-2023	CFO, Revenue Manager	Immediate	<b>Complete</b>
174	<b>Constituent/ Question Period Inquiry,</b> Re: Property Tax Sale: If the Municipality gets excess money for a property that is sold at a tax sale can the property owner ask for the difference between what is owed and what was received by the County?	3-13-2023	CFO, Revenue Manager	Immediate	<b>Complete</b>
175	<b>Cape Breton Fiddlers Association, Re: Proposal for Richmond County/</b> Provide the association with the grant application forms and provide assistance as needed with the application process.	3-13-2023	CFO/ Recreation Manager	Immediate	<b>Complete</b>

176	<p><b>Point Tupper Industrial Zones</b> / that Council accept the recommendation of the Planning Advisory / Heritage Committee to accept the recommendation from the Eastern District Planning Commission to approve the proposed amendments to the West Richmond Plan Area Municipal Strategy and Land Use By-law to allow:</p> <p>a) The creation of a new Heavy Industrial Restricted (1-4) zone which allows a limited number of industrial uses including Green Energy Facilities subject to special provisions specifically designed to address the protection of the Landrie Lake Water Supply Area;</p> <p>b) A concurrent rezoning of portion of the property identified by PID 7511767 from the Light Industrial (I-1) Zone to the new 1-4 Zone;</p> <p>c) The addition of Green Energy Facilities as permitted use within the Watershed Protection Periphery (W-2) Zone subject to special provisions;</p> <p>d) The addition of Green Energy Facilities as permitted use within the Heavy Industrial (1-3) Zone subject to existing zone provisions;</p> <p>e) The addition of rezoning Policy for the new Heavy Industrial Restricted (1-4) Zone;</p> <p>f) The addition of a definition of “ Green Energy Facility/Facilities” in the Land Use By-law and;</p> <p>g) Removal of single unit dwellings as permitted use within the Heavy Industrial (1-4) Zone;</p> <p>and FURTHER MOVE that Council give first reading and set a public hearing date.</p>	3/21/2023	CAO	Immediate	Complete
177	<p><b>Land Use By-Law Summary Offence Tickets</b> / that Council accept the recommendation of the Planning Advisory/ Heritage Committee to approve the Eastern District Planning Commission appointment of staff as Special Constables for Land Use By-law enforcement for 2023-2024, effective April 1, 2023; Sean Donovan, Manager of Inspection Services and Jonathan Martin, Senior Building Official.</p>	3/21/2023	CAO/Warden	Immediate	Complete
178	<p><b>Welcoming Food Trucks/</b> to refer Food Trucks to the By-Law / Policy Committee and FURTHER MOVE that staff explore examples of how Food Trucks are welcomed in other communities.</p>	3/27/2023	CAO/Staff	Immediate	Complete
179	<p><b>Regional/Shared By-Law Enforcement Officer Update/</b> that the agenda item “Regional/Shared By-Law Enforcement Officer Update be added to the next By-Law/Policy Committee for discussion.</p>	3/27/2023	Municipal Clerk	Immediate	Complete
180	<p><b>Travel for Wind Europe 2023/</b> that Council preapprove the Wardens travel to cover the costs to accompany the Nova Scotia Delegation on their mission to Copenhagen, including Wind Europe 2023, as per our current travel policy and FURTHER MOVE that Council support 25% of the costs for the Economic Development and Innovation Officer to attend subject to securing the additional funds required.</p>	3/27/2023	CAO/Municipal Clerk	Immediate	Complete
181	<p><b>Lyme Disease Awareness Month</b> / that the Lyme Disease Awareness Month Proclamation be approved.</p>	3/27/2023	Warden/Municipal Clerk	Immediate	Complete
182	<p><b>No Mow May</b> / that the Municipality support the campaign launched by Plantlife called “No Mow May” by erecting signage at Municipal sites and advertising on the Municipal Website and Facebook page</p>	3/27/2023	CAO/Staff	Immediate	Complete

183	<b>Multi-Use Facility Feasibility Study</b> / have staff explore additional sources of funding opportunities and report back at the next Committee of the Whole meeting for further discussion.	3/27/2023	Director of Public Works/ Recreation Manager	Immediate	<b>Complete</b>
184	<b>Marketing Levy Update</b> /that staff contact Terry Smith from Destination Cape Breton to get clarification on 5.1, 5.1 (d), 7.6 and 8.3.	3/27/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
185	<b>Comfort Center &amp; Emergency Shelter Policy/</b> that Council accept the recommendation from the By-Law/Policy Committee to adopt the Comfort Center & Emergency Shelter Policy as a Policy of the Municipality of the County of Richmond.	3/27/2023	CAO/Steve Marcellus	Immediate	<b>Complete</b>
186	<b>Constituent/ Question Period</b> / What is the appeal process for sot's? What is the process EDPC uses to issue sot's?	3/27/2023	CAO	Immediate	<b>Complete</b>
187	<b>L'Ardoise Acadian Heritage Society/</b> that the Committee recommend to Council that the L'Ardoise Acadian Heritage Society Grant Request for Type 2- Start-up Activity Grant Funds in the amount of \$500 for the purpose of supporting the costs of equipment and supplies, be approved and allocated as follows: \$ 500.00 from District 5 Funds.	2023-11-04	CFO	Immediate	<b>Complete</b>
188	<b>St. Peter's Grand River Loch Lomond Pastoral Charge</b> / that the Committee recommend to Council that the St. Peter's Grand River Loch Lomond Pastoral Charge Grant Request for Type 4 - Regional/Health/General Grant Funds be the amount of \$3,000 for the purpose of supporting the costs of building repairs and allocate as follows: \$3,000.00 from General Grant Funds.	2023-11-04	CFO	Immediate	<b>Complete</b>
189	<b>Strait Area Mutual Aid Association Grant Request</b> / that the Committee recommend to Council to have the CAO ask the CFO if the funding request from the Strait Area Mutual Aid Association would fit the criteria for the Grant/Funding application process and FURTHER MOVE that the funding request be referred to Budget deliberations if the association does not meet the requirements.	2023-11-04	CAO/CFO	Immediate	<b>Complete</b>
190	<b>RCMP Retroactive Costs</b> / that the Committee recommend to Council to support the Federation of Canadian Municipalities resolution opposing the decision of the Federal Government to not absorb retroactive RCMP costs and FURTHER MOVE that the Warden issue a press release.	2023-11-04	Warden	Immediate	<b>Complete</b>
191	<b>Landrie Lake Water Utility Board, Re: Letter to Minister of Public Works regarding Green Hydrogen Development Support/</b> that the Committee recommend to Council to support the letter to the Minister of Public Works requesting that the Nova Scotia Department of Public Works work with the utility to re-establish water transfer from the Little River Reservoir to Landrie Lake.	2023-11-04	CAO/Municipal Council	Immediate	<b>Complete</b>

192	<del>Meeting with Council to Discuss Shared Municipal Files</del> /that the Committee recommend to Council to have staff organize and coordinate a meeting with the Port Hawkesbury Town Council to discuss shared files. <del>May 27, 2024 Moved by Councillor Melanie Sampson, seconded by Councillor Michael Diggdon that Council have staff proceed to schedule a meeting for a date in June, if possible, for a joint meeting with the Town of Port Hawkesbury-</del>	2023-11-04	CAO	Immediate	Complete
193	<b>Doug Griffiths, President &amp; CEO, 13 Ways Inc. &amp; Cape Breton Regional Enterprise Network Event/</b> that the Committee recommend to Council to have the CAO and staff pursue a community focused event with Doug Griffiths.	2023-11-04	CAO	Immediate	Complete
194	<b>Acting Collectively Year End Report</b> / to share the report on the Municipal website/Facebook page.	2023-11-04	Municipal Clerk	Immediate	Complete
195	<b>Raising the Village/</b> Request video from Jim Mustard to share with Council/staff	2023-11-04	Municipal Clerk	Immediate	Complete
196	<b>Fire Services/ TOR and Committee Structure</b> / inquire with Staff (EMO) regarding how to move to a more structured committee and provide assistance where needed.	2023-11-04	CAO/EMO	Immediate	Complete
197	<b>CAO, Re: 2023/2024 Budget Planning Discussion/</b> to have meetings set up similar to last year and to provide Council with dates as soon as they are made available.	2023-11-04	CAO	Immediate	Complete
198	<b>Budget Release Policy</b> - that staff prepare a 2nd draft with the recommendations from the By-Law/Policy committee.	2023-11-04	CAO/Municipal Clerk	Immediate	Complete
199	<b>Storm Reporting Form</b> - The Committee unanimously agreed that the form would be used for post storm reporting and that the data collected will need to be tracked	2023-11-04	EMO	Immediate	Complete
200	<b>Regional/Shared By-Law Enforcement Officer</b> - provide the other participating Municipalities our top three by-laws for the purpose of enforcement: Animal, Noise and Special Event By-Laws	2023-11-04	CAO	Immediate	Complete
201	<b>Fences Arbitration Committee/</b> that the By-Law Policy Committee recommend to Council to form a Fences Arbitration Committee.	2023-11-04	CAO/Municipal Clerk	Immediate	Complete
202	<b>Food Truck/Vending By-Law</b> / that staff provide the first draft for a future By-Law /Policy meeting.	2023-11-04	CAO / Municipal Clerk	Immediate	Complete
203	<b>Clean Up Order</b> / that Council accept the recommendation from the Eastern District Planning Commission that the 30 day Clean Up order be upheld to remove everything that renders the property dangerous or unsightly as outlined and FURTHER MOVE that the 30 day starts from April 24, 2023.	4/24/2023	CAO/Municipal Clerk	Immediate	Complete
204	<b>Flag Policy</b> / to refer the Municipal Flag Policy to the By-Law/Policy Committee for revisions. <b>June 24, 2024:</b> that Council adopt the Flag Policy as amended	4/24/2023	CAO / Municipal Clerk	Immediate	Complete
205	<b>Arichat Pedestrian Side Walk/</b> that Council not proceed with the Arichat Pedestrian Sidewalk this season and FURTHER MOVE to defer the Arichat Pedestrian Sidewalk project to budget deliberations.	4/24/2023	CFO	Immediate	Complete

206	<b>2023/24 Cost Shared Road Upgrades J-Class Roads</b> /that Council enter into the cost shared paving agreement with the Province for Marchand Land for the 2023/24 fiscal year at the estimated Municipal portion of approximately \$43,000 net of HST rebate.	4/24/2023	Director of Public Works	Immediate	<b>Complete</b>
207	<b>Point Michaud Beach Building</b> / that Council pre approve an additional \$28, 100 from CCBF funds in the 2023/24 budget in order to cover the costs of the new Point Michaud beach building.	4/24/2023	Director of Public Works	Immediate	<b>Complete</b>
208	<b>Riverdale Senior Club</b> / that Council have staff contact the Riverdale Senior Club to provide information on the Grant Application Process for requesting funds.	4/24/2023	Municipal Clerk	Immediate	<b>Complete</b>
209	<b>Recreation Vehicles</b> / that the Planning Advisory / Heritage Committee recommend to Council to approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as seasonal main dwellings or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompany definitions; and to remove the requirement of have coverings for all windows to reduce light pollution and FURTHER MOVE that Council give first reading and schedule a Public Hearing.	4/25/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
210	<b>Heritage Plaques</b> / that the Planning Advisory/Heritage Committee recommend to Council to purchase 9 inch x 5 inch bronze plaque, and FURTHER MOVE to defer discussion to budget deliberations.	4/25/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
211	<b>Budget Release Policy</b> / that the Committee recommend to Council to adopt the Budget Release Policy with the following changes: In Section 4 (a) remove the wording “ cost increases” to “changes”, remove Section 5(a), remove Section 3 and renumber the document accordingly.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
212	<b>Marketing Levy</b> / The Committee unanimously agreed to have staff reach out to Terry Smith and suggest a word change for Section 7 (e), to replace the word “Municipality” with “resides on Cape Breton Island”.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
213	<b>CCBF Policy</b> / The Committee unanimously agreed to have staff prepare a third draft to include the Committee recommendations and to provide the supporting information used to formulate the percentages for funding amounts for the next By-Law/Policy Committee.	2023-08-05	CAO, CFO	Immediate	<b>Complete</b>
214	<b>National Accessibility Awareness</b> / that the Committee recommend to Council to have staff raise the Accessibility Flag for National Accessibility Awareness week, from May 29th – June 3rd.	2023-08-05	Director of Public Works, Municipal Clerk	Immediate	<b>Complete</b>
215	<b>Tax Sale</b> / that Council accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property numbers 00366722, 10534461, and 10534471 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	2023-08-05	CFO	Immediate	<b>Complete</b>
216	<b>River Bourgeois Mariner Society</b> for the Type 4 – Regional/Health/General Grant Funds request / that the Committee recommend to Council to defer the grant request from the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1500 to the June Committee of the Whole meeting.	2023-08-05	Municipal Clerk	Immediate	<b>Complete</b>

217	<b>Cape Breton Fiddlers Association</b> / to defer the grant request to the June Committee of the Whole meeting and to have staff reach out to the proponent to gather information regarding what events are taking place in Richmond County	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
218	<b>VON Week</b> / that the Committee recommend to Council to support the request from VON to celebrate VON Week by using blue lights on the Municipal Office building, request, from VON, a Victorian Order of Nurses for Canada (VON) flag and further make every effort to recognize VON week from May 21-27, 2023 on the Municipal Website and local media.	2023-08-05	Director of Public Works/Municipal Clerk	Immediate	<b>Complete</b>
219	<b>Richmond Wildlife Association</b> / that the Committee recommend to Council to approve the grant request from the Richmond Wildlife Association for the Type 3 – C1 Physical Activity Grant Funds in the amount of \$172.50 and be allocated at follows:\$ 172.50 from the District 2 funds.	2023-08-05	CFO	Immediate	<b>Complete</b>
220	<b>Louisdale Fleur de Lis Seniors &amp; Pensioners Club</b> / that the Committee recommend to Council to approve the grant request from the Louisdale Fleur de Lis Seniors & Pensioners Club for the Type 3 – C3 Sponsorship Grant Funds in the amount of \$500.00 and be allocated at follows: \$500.00 from the Regional General funds.	2023-08-05	CFO	Immediate	<b>Complete</b>
221	<b>Sidewalk Project</b> / The Committee unanimously agreed to defer the Arichat Pedestrian Sidewalk Project to budget discussions.	2023-08-05	CAO, CFO	Immediate	<b>Complete</b>
222	<b>Mawio'mi Friendship Gala Sponsorship Opportunities</b> / the Committee unanimously agreed to purchase the \$600.00 Friends of Mawio'mi sponsorship level.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
223	<b>Pondville Beach</b> / Council to draft a letter with input from the Save the Beach Provincial Park Group to the MLA and the Minister to address the infrastructure needs of the Pondville Beach Provincial Park.	2023-08-05	Warden	Immediate	<b>Complete</b>
224	<b>Broadband/</b> contact Bell to get some pricing on a Broadband/Cell Tower for the Loch Lomond area and report back to Council with an estimate of pricing so they could decide whether they want to add it to the 5 Year Capital Investment Plan.	05/15/2023	CAO	Immediate	<b>Complete</b>
225	<b>Collaborative Session/</b> that Council approve the requested amount of up to \$5,000 to provide catering for the June 23rd Richmond County Collaborative Session with Dough Griffiths.	5/23/2023	CAO/CFO	Immediate	<b>Complete</b>
226	<b>NSCC HEO Lease/</b> that Council approve in principle to have a 5 year lease with an appropriate out clause granted to the Nova Scotia Community College Strait Area Campus and FURTHER MOVE to refer the matter to Port Hawkesbury and the Joint Park Commission.	5/23/2023	CAO/CFO	Immediate	<b>Complete</b>
227	<b>Three year share agreement- Jclass road/</b> that Council defer to June 1, 2023 Special Meeting	5/23/2023	CAO	Immediate	<b>Complete</b>
228	<b>Hanging Flower Baskets/</b> that Council approve the request from Telile Community Television to place and care for hanging flower baskets on the lampposts that line the Arichat sidewalk conditional on staff approval.	5/23/2023	CAO/ Director of Public Works	Immediate	<b>Complete</b>
229	<b>Question Period Procedure</b> / that Council defer the discussion to the June COW Meeting	5/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
230	<b>Arichat Pedestrian Side Walk/</b> that Council defer a decision to June 1, 2023 Special Meeting	5/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
231	<b>NSFM Policing Survey</b> / that Council defer to staff to coordinate a response from Council and the Police Advisory Board.	5/23/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>

232	<b>CCBF Policy Section 4 (a)</b> / to have staff provide the By-Law / Policy Committee with a staff report for data on 8% and 10% allocation for the next meeting.	5/23/2023	CAO/CFO	Immediate	Complete
233	<b>CCBF Policy Section 4 (f) / to reword as follows:</b> The Municipality will contribute to a maximum of 50% of the total CCBF eligible project costs net of any other external funding , from the allocated account for water and sewer projects and with no percentage limits on other projects.	5/23/2023	CAO/ Municipal Clerk	Immediate	Complete
234	<b>Marketing Levy, 3rd Draft</b> - Question for Terry Smith from Council regarding Section 7 e: Why do we need to specify the geography?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
235	<b>Question Period</b> - questions from the public regarding the proposed changes to the Isle Madame Municipal Planning Strategy and Land use By-law. (1) Whether or not the policy change for Isle Madame is in keeping with the norms in other areas of the province? (2) What substantiates a mini campground and is it based on any size of lot as the old by-law would apply to any land owner?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
236	<b>CCBF Policy</b> moved to adoption process	2023-06-06	Municipal Clerk	Immediate	Complete
237	<b>Marketing Levy</b> moved to the adoption process	2023-06-06	CAO / Municipal Clerk	Immediate	Complete
238	<b>Food Cycle Science, Municipal Food Waste Pilot Project</b> - that Council refer to staff for further investigation.	2023-12-06	CAO	Immediate	Complete
239	<b>Acting Collectively</b> - send email to Councillors with information on the Council Recruitment Campaign..	2023-12-06	Municipal Clerk	Immediate	Complete
240	<b>Waste Receptacles-</b> that Council refer the topic of Waste Receptacles for further discussions to the By-law / Policy Committee	2023-12-06	CAO / Municipal Clerk	Immediate	Complete
241	<b>Arichat Community Development Grant Extension</b> - that the Committee recommend to Council to approve the Arichat Community Development Association grant request extension for an additional year, to March 31, 2024	2023-12-06	CFO	Immediate	Complete
242	<b>IMVFD</b> - that Council have staff draft a letter outlining the limitations on private property and to provide information on who may be contacted.	2023-12-06	CAO	Immediate	Complete
243	<b>Louisdale &amp; Area Food Bank</b> - that Council approve the grant request from the Louisdale & Area Food Bank Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
244	<b>River Bourgeois Community Services Society</b> - that Council have staff reach out to the proponent for further information on the designated funds and defer to June Council.	2023-12-06	CFO	Immediate	Complete
245	<b>Re-Nest</b> - that Council approve the grant request from the Re-Nest Furniture Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 600 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
246	<b>Re-Nest</b> - reach out to the organization how we can help promote them.	2023-12-06	Municipal Clerk	Immediate	Complete
247	<b>Little Harbour Comm. Pasture</b> - that Council approve the grant request from the Little Harbour Community Pasture for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$2000 from District 5 and \$3000 from the Regional Fund.	2023-12-06	CFO	Immediate	Complete

248	<b>Strait Mutual Aid</b> - that Council have staff reach out to the proponent to gather more information on what other Municipalities have granted funding and FURTHER MOVE that Council have the Emergency Services Coordinator provide a staff report for the next meeting.	2023-12-06	CFO	Immediate	Complete
249	<b>River Bourgeois Mariner Society</b> - that Council approve the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1000 and be allocated as follows: \$500 from District 4 and \$500 from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
250	<b>Cape Breton Fiddlers Association</b> - that Council approve the Cape Breton Fiddlers Association for the Type 4 – Regional/Health/General Grant Funds in the amount of \$ 2000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
251	<b>Question Period</b> - that Council refer the revision of the procedures for question period to the Warden and CAO.	2023-12-06	CAO / Warden	Immediate	Complete
252	<b>World Elder Abuse Day</b> - provide information on social media.	2023-12-06	Municipal Clerk	Immediate	Complete
253	<b>CSAP &amp; Arichat Side Walk Project Update-</b> that Council have staff proceed with exploring options for the exit side paving and report back to Council.	2023-12-06	Director of Public Works	Immediate	Complete
254	<b>Strait Area Chamber Housing</b> - that Council support, in principle, the Strait Area Chamber of Commerce formation of a not-for-profit entity with the mandate to create and execute a housing action plan for Richmond County and the Town of Port Hawkesbury and FURTHER MOVE that staff arrange a joint council meeting in the fall.	6/26/2023	CAO	Immediate	Complete
255	<b>Provincial Capital Assistance Program (PCAP)</b> - that Council support an application to the Province's PCAP for the purpose of the Arichat nd Evanston water towers.	6/26/2023	Director of Public Works/CAO	Immediate	Complete
256	<b>IMV Food Bank</b> - that staff work with the society to bring awareness to the searching of a permanent location.	6/26/2023	CAO	Immediate	Complete
257	<b>Loch Lomond Volunteer Fire Department</b> - that Council approve the LLVFD Type 1 - Infrastructure Grant Request in the amount of \$5000 and be allocated as follows: \$1000 from District 5 Funds and \$4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
258	<b>River Bourgeois Community Service Society</b> - that Council approve the RBCSS Type 4 Regional/Health/General Grant Funds in the amount of \$5000 and be allocated as follows: \$1000 from District 4 Funds and \$ 4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
259	<b>Strait Area Mutual Aid Association</b> - that Council approve the SAMAA Type 1 - Infrastructure Grant Funds in the amount of \$5000 and be allocated as follows: \$5000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
260	<b>Supporting Affordable Housing</b> - that Council have staff explore what other Municipal units are doing to support affordable housing and report back to Council.	6/26/2023	CAO	Immediate	In Progress
261	<b>Council Chamber Upgrades</b> - Moved by Councillor Michael Diggdon, seconded by Councillor Melanie Sampson that Council proceed with the Mastercontrol Proposal in the amount of \$51,200.00 plus hst to upgrade the Council Chamber video/audio production system and FURTHER MOVE that the funds be allocated from the Capital Reserve. Motion carried with four in favor and one against.	8/21/2023	CAO / CFO	Immediate	Complete

262	<b>Cape Breton Partnership</b> - Moved by Councillor Shawn Samson, seconded by Councillor Michael Diggdon that Council approve the requested amount of up to \$1,500 to sponsor the Cape Breton Partnership Investor Summit. Motion carried.	8/21/2023	CAO / CFO	Immediate	<b>complete</b>
263	<b>Active Living Strategy and Recreation Plan</b> - that the Committee of the Whole recommend to Council to defer the decision to adoption the Active Living Strategy and Recreation Plan to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
264	<b>Two Eyed Seeing Conference</b> - that the Committee of the Whole recommend to Council to defer the decision of sponsorship for the Two Eyed Seeing Conference to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
265	<b>MEMAC - Committee Appointment</b> - that the Committee of the Whole recommend to Council that Councillor Melanie Sampson and Warden Amanda Mombourquette be appointed to the Municipal Emergency Management Advisory Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	<b>Complete</b>
266	<b>MEMPC - Committee Appointment</b> - that the Committee of the Whole recommend to Council that Councillor Michael Diggdon and Councillor Shawn Samson be appointed to the Municipal Emergency Management Planning Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	<b>Complete</b>
267	<b>Fences Arbitration Committee Appointment</b> - that the Committee of the Whole recommend to Council that Deputy Warden Brent Sampson be appointed to the Fences Arbitration Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	<b>Complete</b>
268	<b>Health Information Magnets</b> - that the Committee of the Whole recommend to Council to have staff investigate whether other Municipalities and Emergency Health Services have programs for Health Information Magnets or similar currently in place and report back to Council.	2023-11-09	Emergency Services Coordinator	Future Council meeting.	<b>Complete</b>
269	<b>Cost-Shared Road Paving J-Class</b> - The Committee of the Whole unanimously agreed to defer the discussion on selecting J-Class Roads for the application for cost-shared paving to the next Regular Council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
270	<b>Voluntary Vulnerable Person Registry</b> - that the Committee of the Whole recommend to Council to support the resolution for a Province wide Voluntary Vulnerable Person Registry and FURTHER MOVE to defer the reading of the resolution to the next Regular Council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>
271	<b>Fetal Alcohol Spectrum Disorder</b> - that the Committee of the Whole recommend to Council to support the request to declare the month of September as Fetal Alcohol Spectrum Disorder (FASD) Awareness Month and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	<b>Complete</b>

272	<b>Right To Know Week</b> - that the Committee of the Whole recommend to Council to support the request to declare September 25 to October 1, 2023 as Right to Know Week and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
273	<b>Food Cycle Science, Municipal Food Waste Pilot Project</b> - The Committee of the Whole unanimously agreed to accept the Food Cycle Science - Municipal Pilot Program as information only and defer the discussion to budget time.	2023-11-09	CAO/CFO	After adoption of COW Report.	Complete
274	<b>Question Period - Claire Doyle - Isle Madame Garden Club/</b> Will the Municipality help the community deal with the woodland angelica invasive weed?	2023-11-09	CAO / Municipal Clerk	For next COW meeting.	Complete
275	<b>Road Name Change</b> - that the Planning Advisory/Heritage committee recommend to Council to have the EDPC provide guidance on the process of renaming the existing road names of Cannes Pt. Rd and Cannes Pt. Extension to Canns Pt Rd and Canns Pt Extension Rd. <b>Road Name Change</b> - that Council accept the recommendation from the Planning Advisory/Heritage Committee to change the road name of Cannes Point Road Extension to Canns Point Road Extension(omitting the e) and FURTHER MOVE that Council recommend to the province to change the road name of Cannes Point Road to Canns Point Road (omitting the e).	09/26/2023 - 01-31-2024	Municipal Clerk	Immediate	In Progress
276	<b>Wind Turbine Overlay Mapping</b> - that Council give second reading approval for the amendments to the Richmond County Municipal Planning Strategy and Land Use By-law addressing the Development of Wind Energy to allow the creation of the Utility Scale Wind Development (WD-2) Zone which permits Utility Scale Wind Turbines as of right subject to special requirements and the rezoning map in Schedule A. (attached)	09/26/2023	Municipal clerk	For next Reg Council meeting	Complete
277	<b>RCMP Advisory Board By-Law</b> - that Council give first reading approval for the RCMP Advisory Board By-Law.	09/26/2023	Municipal clerk	Immediate	Complete
278	<b>Recreation Vehicles</b> - that Council give First Reading approval for the proposed amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as a seasonal main dwelling or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompanying definitions and schedule a public hearing.	09/26/2023	Municipal clerk	Immediate	Complete
279	<b>DNRR / ACOA Project Proposal</b> - that Council approve the project proposal for the staff position of Energy Transition Manager and pay the share at \$25,000.00 per year over the next three years and FURTHER MOVE that the 2023 payment be allocated from the un-used portion of the IT Technician salary from April 1- Oct 1 and future contributions shall be budgeted and assigned in ongoing budgets over the next two years.	09/26/2023	CAO / CFO	Immediate	Complete
280	<b>Application for Cost-Shared J-Class Road Paving</b> - that Council submit the following application to the Province for cost-shared paving of J-class roads in order of priority as follows: Lobster Plant Road, Sampson Road, Kings Road, and Forgeron Road.	09/26/2023	Director of Public Works	Immediate	Complete
281	<b>Active Living Strategy and Recreation Plan</b> - that Council approve the Active Living Strategy and Recreation Plan as presented by Upland REConsulting Group.	09/26/2023	Recreation Manager	Immediate	Complete

282	<b>CEPI Conference Sponsorship Opportunity</b> - that Council refer the CEPI Conference sponsorship opportunity to staff and FURTHER MOVE that staff provide a recommendation for the next Committee of the Whole meeting.	09/26/2023	CFO	Immediate	Complete
283	<b>FASD Proclamation-</b> that Council support the Fetal Alcohol Spectrum Disorder (FASD) Awareness Month proclamation	09/26/2023	Municipal clerk	Immediate	complete
284	<b>Right to Know Week Proclamation</b> - that Council support the Right to Know Week proclamation.	09/26/2023	Municipal clerk	Immediate	Complete
285	<b>VVPR Resolution</b> - that Council approve the resolution and forward it to the Nova Scotia Federation of Municipalities	09/26/2023	Municipal clerk	Immediate	Complete
286	<b>Speed Radar Unit</b> - that Council refer the Speed Radar Unit discussion to the By-law and Policy Committee.	09/26/2023	Municipal clerk	Immediate	Complete
287	<b>Speed Radar Unit</b> - Council unanimously agreed to recommend to staff that the speed radar unit located in West Arichat be moved to the Northside area and to place the currently unused unit along Hwy 206 in the Arichat area.	09/26/2023	Director of Public Works	Immediate	Complete
288	<b>Question Period / - Class Road List</b> - Provide Lisa Boudreau list via email.	09/26/2023	Municipal clerk	Immediate	Complete
289	<b>Question Period / Financial Health Index Report</b> - Provide Robbie Fougere with the report	09/26/2023	Municipal clerk	Immediate	Complete
290	<b>Question Period / Grant Disclosures for 2022-2023</b> - Check to ensure local paper publication.	09/26/2023	Municipal clerk	Immediate	Complete
291	<b>Acting Collectively Project</b> / Council to provide the Acting Collectively project team direction on what the best options are for presenting the Richmond County project findings.	2023-10-10	Warden	Immediate	Complete
292	<b>Zone 3 Curbside Collection Tender</b> /that Council accept the recommendation from the Committee of the Whole to authorize staff to EXCEED BUDGET IN ORDER TO proceed with award of the Zone 3 curbside tender to the lowest priced bidder.	2023-10-10	Director of Public Works	Immediate	Complete
293	<b>New Rules for Off-Highway Vehicles</b> / that Council accept the recommendation from the Committee of the Whole to have staff begin looking into the next steps for the Municipality to develop a plan of action and FURTHER MOVE that staff reach out the ATV Association of Nova Scotia, and place the New Rules for Off-Highway Vehicles on the agenda for discussion at the next Police Advisory board meeting.	2023-10-10	Recreation Department	Immediate	Complete
294	<b>Bell Alliant to Appear before Council</b> / that Council accept the recommendation from the Committee of the Whole to have staff invite a Bell Alliant representative to appear before Council at a future date to discuss the lack of coverage throughout many areas of the county.	2023-10-10	CAO	Immediate	In Progress
295	<b>NSUARB Order</b> / that Council accept the recommendation from the Committee of the Whole to have the Warden draft a press release regarding the Nova Scotia Utility Review Board Order, confirming the number of Councillors and polling districts.	2023-10-10	Warden	Immediate	Complete

296	<b>Wastewater Management District Funds</b> / that Council accept the recommendation from the Committee of the Whole to have staff explore the feasibility and sustainability of perusing the Wastewater Management District funding program and report back to council	2023-10-10	CAO	Immediate	<b>Complete</b>
297	<b>Deer Population</b> / 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.	2023-10-10	CAO	Immediate	<b>Complete</b>
298	<b>Municipality of the County of Richmond Organizational Chart</b> / that Council accept the recommendation from the Committee of the Whole to adjust the organizational chart as presented including the position classifications.	2023-10-10	CAO	Immediate	<b>Complete</b>
299	<b>Purchasing and Tendering Policy</b> - that council refer the Purchasing and Tendering Policy to the By-Law/Policy Committee for review. <b>June 24, 2024:</b> that Council adopt the Purchasing and Tendering Policy as amended.	10/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
300	<b>Travel and Expense Policy/</b> That the amendments to the Travel and Expense Policy be adopted.	10/23/2023	Municipal Clerk	Immediate	<b>Complete</b>
301	<b>Grant Disclosure Policy</b> - that the Grant Disclosure Policy be adopted as a policy of the Municipality of the County of Richmond.	10/23/2024	Municipal Clerk	Immediate	<b>Complete</b>
302	<b>Bras d'Or Lakes CEPI grant application</b> / that Council approve the Bras d'Or Lakes CEPI grant application for the Type 4 - Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$500 District 1, \$500 District 2, \$500 District 3, \$500 District 4, \$3000 Regional Grant Funds.	10/23/2025	CFO	Immediate	<b>Complete</b>
303	<b>SERMGAR Legislation-Bill 340</b> / that the Warden draft a letter on behalf of Richmond Municipal Council with clear restrictions that Council supports bill 340 as a path to achieve what was consulted on with the membership; specifically, that the Roads Stream B proposal regarding transfer of ownership of roads to municipalities be moved to Schedule A for further discussion.	10/23/2026	Warden	Immediate	<b>Complete</b>
304	<b>Calvin Presbyterian Church Grant Request</b> / that the Committee of the Whole recommend to Council to approve the Calvin Presbyterian Church Grant Application for the Type 1- Infrastructure Grant Funds in the amount of \$1,000 and be fully allocated from the District 5 Funds.	2023-06-11	CFO	Immediate	<b>Complete</b>
305	<b>Hearts Ability Society Wreaths Fundraiser/</b> The committee unanimously agreed to refer the request from the Hearts Ability Society to Staff	2023-06-11	CAO	Immediate	<b>Complete</b>
306	<b>Destination Cape Breton MOU</b> / that the Committee of the Whole recommend to Council to approve the MOU among the five Cape Breton Island municipalities and Destination Cape Breton.	2023-06-11	CAO	Immediate	<b>Complete</b>

307	<b>Municipal Housing Needs Report</b> / create an article and upload the document on Municipal website and create a fb post	2023-06-11	Municipal Clerk	Immediate	<b>Complete</b>
308	<b>Municipality of the County of Richmond Planning Strategy and Land Use By-Law</b> / that Council give First Reading approval for the Municipality of the County of Richmond Planning Strategy and Land Use By-Law and FURTHER MOVE to have staff schedule a public hearing.	11/20/2023	Municipal Clerk	Immediate	<b>Complete</b>
309	<b>École Beau Port Sidewalk/Driveway Project and Additional Accessibility Projects at Various Municipal Owned Facilities/</b> that Council supports the submission of applications for the École Beau Port Municipal Office Sidewalk Extension Project and the Accessibility Municipal Facility Upgrades Project, prioritized in order, for funding consideration under Municipal Capital Growth Program.	11/20/2023	Director of Public Works	Immediate	<b>Complete</b>
310	<b>Affordable Housing Project, SRD International Limited/</b> staff to provide an update for the December 18, 2023	2023-07-12	CAO	Immediate	<b>Complete</b>
311	<b>Extended Producer Responsibility (EPR) for Packaging, Paper Products/</b> that the Committee of the Whole recommend to Council to support the recommendation from staff to register for the new industry-led EPR for PPP program.	2023-07-12	Director of Public Works	Immediate	<b>Complete</b>
312	<b>Grant request from the Isle Madame Food Bank (Stella Maris Pastoral Unit) for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,000-\$2,000./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Isle Madame Food Bank (Stella Maris Pastoral Unit) for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,500 and be allocated as follows: \$750 from the District 1 funds, and \$750 from the District 2 funds.	2023-07-12	CFO	Immediate	<b>Complete</b>
313	<b>Question Period - Claire Doyle - Seniors Take Action Coalition, Re: Volunerable Person Registry</b>	2023-07-12	Warden	Immediate	<b>Complete</b>
314	<b>Sale of Property PID 750144654 / AAN 01525956 -</b> Council accept the recommendation from the Committee of the Whole to accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property number 01525956 at the February 9th, 2024 tax sale for the minimum acceptable bid(s) as discussed "In camera".	12/19/2023	CFO	Immediate	<b>Complete</b>
315	<b>Member at Large/ By-Law Policy Committee -</b> to accept Stacey Morrison as the appointed community member to the By-Law/Policy Committee.	12/19/2023	Municipal Clerk	Immediate	<b>Complete</b>
316	<b>Gilles Subdivision, St. Peter's -</b> that Council approves the quit deed as presented.	12/19/2024	CAO	Immediate	<b>Complete</b>
317	<b>Purchase of PID 75220756 /</b> that the Committee of the Whole recommend to Council to authorize staff to negotiate and execute the purchase of PID 75220756 as discussed in camera.	01-31-2024	Director of Public Works	Immediate	<b>Complete</b>
318	<b>Engage NS Quality of Live Survey /</b> It was the consensus of the Committee to defer Engage to budget discussions.	01-15-2024	CFO	Immediate	<b>Complete</b>

319	<b>Low Income Tax Exemption</b> / that the Committee of the Whole recommend to Council to have staff investigate the cost of such a program at multiple income levels and relief levels and refer the information collected to budget discussions.	01-31-2024	CAO	Immediate	<b>Complete</b>
320	<b>Coastal Riders ATV group request for a letter of authorization</b> / that the Committee of the Whole recommend to Council to refer the Coastal Riders ATV group request for a letter of authorization for trail access along municipal property to staff to investigate on an optimum access route.	01-31-2024	CAO	Immediate	<b>Complete</b>
321	<b>2024 Municipal Elections Voting Method</b> / that the Committee of the Whole recommend to Council to use paper ballots for the 2024 Municipal Election.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>
322	<b>Appointment of Returning Officer</b> / that Committee of the Whole recommend to Council to delegate its powers of appointment for a returning officer for the 2024 Municipal Election to the Chief Administrative Officer as per section 4 (1C ) of the Municipal Elections Act .	01-31-2024	CAO	Immediate	<b>Complete</b>
323	<b>Advance Poll Day</b> / that the Committee of the Whole recommend to Council to set the one other fixed advance poll day for or Saturday October 12th, 2024.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>
324	<b>Enumeration or use of lists or permanent register</b> / that the Committee of the Whole recommend to Council to proceed with option (c) use any permanent register of electors established and maintained for use in the federal or provincial election, if more recent than option (b) use the list of electors prepared in the most recent federal or provincial election or in an election held pursuant to Municipal Elections Act and FUTHER MOVE that staff investigate whether or not the complete list is used in its form or can be revised by staff for accuracy.	01-31-2024	CAO	Immediate	<b>Complete</b>
325	<b>Tariff Fees and Expenses</b> /that the Committee of the whole recommend to Council to delegate its authority to the Chief Administrative Officer, Per section 139 (1A) of the Municipal Elections Act, to make, revise and amend the tariff of fees and expenses and provide for a method of rendering and verifying accounts for payment relating to the 2024 Municipal Election.	01-31-2024	CAO	Immediate	<b>Complete</b>
326	<b>Raising the Village Grant Request</b> / that the Committee of the Whole recommend to Council to approve the Raising the Villages Cooperative Ltd. grant application for the Type 4 – Regional/Health/General Grant Funds in the amount of \$2,500 and be allocated from the Regional Funds.	01-31-2024	CFO	Immediate	<b>Complete</b>
327	<b>Village of St. Peter's Guarantee</b> / that the Committee of the Whole recommend to Council to approve a loan guarantee in the amount of not more than \$185,000 for the purpose of the Village to conduct lift station upgrades and WWTP electrical upgrades.	01-31-2024	CFO	Immediate	<b>Complete</b>
328	<b>ECRL request for additional rent</b> / that the Committee of the Whole recommend to Council to approve the allocate funds to support rental fees for the relocation of the ECRL Petit de Grat Library for a period of up to two months during which time the renovations take place in February 2024.	01-31-2024	Director of Community Development and Recreation	Immediate	<b>Complete</b>
329	<b>Richmond County Water Utility-Water Rate Study</b> / that the Richmond County Water Utility Water Rate Study be placed on the agenda for the next Committee of the Whole meeting for further discussion.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>

330	<b>Request to Purchase PID 75142133/</b> Moved by Council/ that Council accept the recommendation from the Planning Advisory / Heritage Committee to proceed with the process of the sale of PID 75142133, ensuring proper procedures are followed.	01-31-2024	CFO / Revenue Manager	Immediate	<b>Complete</b>
331	<b>Land/Legal Document from In camera session/</b> that Council accept the recommendation from the Planning Advisory / Heritage Committee that the document discussed in-camera be presented in-camera at the next Committee of the Whole meeting.	01-31-2024	Municipal Clerk	Immediate	<b>Complete</b>
332	<b>Bona Road and Bona Lane in L'Ardoise/</b> that Council have the EMO/Fire Services Coordinator investigate if the naming of Bona Road and Bona Lane in L'Ardoise has been an issue with Emergency Health Services and FURTHER MOVE if a road name change required that a staff report be prepared for the Planning/Advisory Committee.	01-31-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>
333	<b>Contract Negotiations /</b> that Council accept the proposal from Conseil scolaire acadien provincial (CSAP) for the side walk project as discussed in camera and FURTHER MOVE to enter into partnership with CSAP.	02-26-2024	Director of Public Works	Immediate	<b>Complete</b>
334	<b>Request for Proposals for the Purchase and Use of 19 School Road, Evanston, NS, PID 75221366,75035865 /</b> that Council accept the recommendation from the Committee of the Whole to proceed, as discussed in camera, with the Request for Proposals for the purchase and use of 19 School Rd., Evanston, NS, PID # 75221366, 75035865.	02-26-2024	CAO	Immediate	<b>Complete</b>
335	<b>Richmond Water Utility Water Rate Study/</b> that Council accept the recommendation from the Committee of the Whole that the Municipality of the County of Richmond apply to the Nova Scotia Utility and Review Board for changes in its rates for water and water service, fire protection to the municipality of the county of Richmond and changes to its rules and regulations for customers served by the Municipality of the County of Richmond water utility, as set out in the water rate study prepared by G.A. Isenor Consulting Limited in association with Blaine s. Rooney Consulting Limited.	02-26-2024	Director of Public Works	Immediate	<b>Complete</b>
336	<b>Voluntary Vulnerable Persons Registry/</b> Moved by Deputy Warden Shawn Samson, seconded by Councillor Brent Sampson that Council accept the recommendation from the Committee of the Whole to refer the Voluntary Vulnerable Persons Registry to the Municipal Emergency Management (MEM) Advisory Committee as an action item.	02-26-2024	EMO / Fire Services Coordinator	Immediate	<b>Complete</b>
337	<b>Speed Radar Request for Information /</b> that Council accept the recommendation from the Committee of the Whole to approve the request for access to data from speed radar signs in Richmond County and FURTHER MOVE that staff provide Sgt. Brad Kelly with the requested information.	02-26-2024	Director of Public Works	Immediate	<b>Complete</b>
338	<b>Planning Advisory/Heritage Committee /</b> that Council accept the recommendation from the Committee of the Whole to appoint Warden Mombourquette and Councillor Michael Diggdon as members of the Planning Advisory/Heritage Committee effective immediately and FURTHER MOVE that the committee terms of reference be updated accordingly.	02-26-2024	Municipal Clerk	Immediate	<b>Complete</b>
339	<b>Grants Policy /</b> that the Grants Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	<b>Complete</b>
340	<b>Sale of Municipal Property Policy /</b> that the Sale of Municipal Property Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	<b>complete</b>

341	<b>Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units./</b> Sampson that Council give first reading approval for the Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units and FURTHER MOVE that staff schedule a public hearing.	02-26-2024	Municipal Clerk	Immediate	Complete
342	<b>Amyloidosis Awareness Month Proclamation /</b> that Council approve the request to proclaim the month of March as Amyloidosis Awareness Month in the Municipality of the County of Richmond County.	02-26-2024	Municipal Clerk	Immediate	Complete
343	<b>Mary Beth Doucette, Co-Chair CEPI Management Committee, Re: Requestfor the continued financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan. /</b> that Council defer the request for financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan to budget discussions.	02-26-2024	CFO	Immediate	Complete
344	<b>Question Period - Regular Council, Re: Port Royal Bridge/</b> that Council have the Warden draft a letter to Trevor Boudreau, MLA and the Honourable Kim Masland regarding the removal of the Port Royal Bridge.	02-26-2024	Warden	Immediate	Complete
345	<b>RCLN Funding Request/</b> that Council accept the recommendation from the Committee of the Whole to approve the RCLN funding request for the Type 4-Regional/Health/General Grant in the amount of \$1,000.00 and be allocated as follows: District 4 Funds: \$500.00 and District 5 Funds: \$500.00. <b>April 8 2024-that the Committee of the Whole recommend to Council to amend the previously adopted motion made on March 11th, 2024 for the Richmond County Literacy Network Type 4-Regional/Health/General Grant request and adjusted to the amount to the original ask to \$2600 and FURTHER MOVE that the funds be allocated from the 2023/2024 budget as follows: District 1 Funds: \$500.00, District 3 Funds: \$600.00, District 4 Funds: \$1000.00, and District 5 Funds: \$500.00.</b>	03-25-2024	CFO	Immediate	Complete
346	<b>Isle Madame Garden Club Funding Request/</b> that Council accept the recommendation from the Committee of the Whole to approve the Isle Madame Garden Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 4500.00 and be allocated as follows: District 1 Fund: \$1500.00, District 2 Fund: \$1500.00, and Regional Fund \$1500.00.	03-25-2024	CFO	Immediate	Complete
347	<b>New Horizons Seniors Club Funding Request/</b> to approve the Isle Madame New Horizons Seniors Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 5000.00 and be allocated as follows: District 1 Funds: \$1750.00, District 2 Funds: \$1750.00, Regional Fund: \$1500, and FURTHER MOVE, that if there is a short fall, the remaining funds are to be allocated from the Regional Fund.	03-25-2024	CFO	Immediate	Complete
348	<b>Request for Tax Reduction due to Fire-Micheline Landry/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 003320456 owned by Micheline Landry, which was completely destroyed by fire, in the amount of \$762.72, which represents taxes on the dwelling only from April 27, 2023, to March 31, 2024.	03-25-2024	CFO, Revenue Manager	Immediate	Complete

349	<b>EDPC Revised Appointments effective April 1 2024/</b> that Council accept the recommendation from the Committee of the Whole to approve the following Eastern District Planning Commission revised appointments, effective April 1, 2024	03-25-2024	CAO	Immediate	<b>Complete</b>
350	<b>Purple Day Proclamation Request/</b> that Council accept the recommendation from the Committee of the Whole to proclaim March 26th, 2024, as Purple Day to help raise awareness and show support for all those living with epilepsy.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
351	<b>Operation Veterans Build /</b> that Council accept the recommendation from the Committee of the Whole to refer the Operation Veterans Build to staff to explore the opportunity to support the program.	03-25-2024	Director of Community Development and Recreation	Immediate	<b>Complete</b>
352	<b>Central Richmond Secondary Plan and LUBL /</b> that Council give second reading approval to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
353	<b>Sale of Municipal Property – Undersized Lot Adjacent to Property Owner, PID # 75112144 /</b> that Council declare property PID #75122144 as surplus and FURTHER MOVE that staff proceed with the sale of the undersized lot to the adjacent property owner, R & L Rentals, at the appraised fair market value plus HST and migration costs	03-25-2024	CFO, Revenue Manager	Immediate	<b>Complete</b>
354	<b>Richmond Arena Refrigerant Purchase /</b> that Council support the staff recommendation to purchase the available refrigerant and FURTHER MOVE to proceed with the purchase on or after April 1, 2024, in advance of budget approval.	03-25-2024	Director of Public Works	Immediate	<b>Complete</b>
355	<b>Autism Acceptance Month Flag Raising Request/</b> that Council have staff organize the Autism Acceptance Month flag raising and proclamation ceremony for a date in April, and FURTHER MOVE that staff advertise an invitation to residents in local media.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
356	<b>Land-Legal / Open Tender Competition PID # 75142133/</b> that Council to accept the recommendation from staff to sell property PID# 142133 to the highest bidder as a result of the open tender competition.	04-22-2024	CFO, Revenue Manager	Immediate	<b>Complete</b>
357	<b>Personnel / Additional Professional Finance Services /</b> that Council to empower the CAO to engage additional professional financial services and to include such costs in the 2024/25 budget.	04-22-2024	CAO	Immediate	<b>Complete</b>
358	<b>Municipal Growth Framework /</b> that Council support the Municipal Growth Framework resolution.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
359	<b>2024 Heavy Collection /</b> that Council proceed with the 2024 Heavy Collection at an estimated cost of \$160,000 with the funds to be allocated in the 2024/25 budget.	04-22-2024	Director of Public Works	Immediate	<b>Complete</b>
360	<b>Village of St. Peter's Gurantee /</b> that Council provide a guarantee for the Village of St. Peter's for the purpose of borrowing to convert their balloon payment into a new 5-year debenture in the amount of \$497,300.00.	04-22-2024	CFO	Immediate	<b>Complete</b>
361	<b>RB Mariners Society /</b> that the Committee of the Whole recommend / Council to approve the grant request from the River Bourgeois Mariner Society for the Type 4-Regional/Health/General Grant Fund in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds, subject to assessment by staff as to the project's eligibility.	04-22-2024	CFO	Immediate	<b>Complete</b>

362	<b>Gaelic Awareness Month</b> / that the Committee of the Whole recommend to Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to members of the public in local media.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
363	<b>River Bourgeois Community Services for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500</b> / to table the River Bourgeois Community Services grant request for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500 to the next Council meeting following Grants and Contributions budget discussions. <b>June 24, 2024:</b> that Council approve the grant request from the River Bourgeois Community Services for the Type 03 - Recreation Sponsorship Grant funding in the amount of \$500 and be allocated from the District 4 funds.	04-22-2024	Director of Finance	Immediate	<b>Complete</b>
364	<b>Richmond Education Center/Academy</b> / to Council to defer the request to contribute to the Richmond Education Center/Academy Bursary/Scholarship fund to budget discussions.	04-22-2024	CFO	Immediate	<b>Complete</b>
365	<b>Tourism Nova Scotia Emerging Destinations Program</b> / that Council have staff connect with Cindy Walker to explore the program to see if there are opportunities to participate.	04-22-2024	Department of Community Development and Recreation	Immediate	<b>Complete</b>
366	<b>Access Awareness Week</b> / that MOCR host a flag raising and proclamation event on May 27.	04-22-2024	Department of Community Development and Recreation	Immediate	<b>Complete</b>
367	<b>Appointment of Auditors</b> / that Council appoint Grant Thornton as auditors for the March 31, 2024 fiscal year end.	04-22-2024	CAO, CFO	Immediate	<b>Complete</b>
368	<b>Financial Statements Year Ended March 31, 2023</b> / that Council accept the financial statements with the non-substantive amendments as presented.	04-22-2024	CAO, CFO, Warden, DW	Immediate	<b>Complete</b>
369	<b>Variance Notification Procedures</b> / that Council have staff review the Land Use By-Laws to determine if an extension on the time frame for appeals can be extended from 14 to 21 days and FURTHER MOVE to prepare amending pages.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
370	<b>Richmond County Subdivision By-Law</b> / tha Council have staff prepare amending pages to the Richmond County Subdivision By-Law for the purpose of removing the term “clearly survey” and further clarify that the use of an easement (new or existing) will require a survey.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
371	<b>Buidling Permits and Fees</b> / that Council have staff amend By-Law 61- Building Permits and Fees for the purpose of updating the fee structure as presented by the Eastern District Planning Commission.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
372	<b>Dry Hydrant Installation</b> / that Council review the submission from the St. Peter’s Volunteer Fire Department for the approval of \$5000 for the installation of their dry hydrant at the next Committee of the Whole with our Emergency Service Coordinator.	04-22-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>
373	<b>Fire Service Review Document</b> / that Council review the 2019 Fire Service Review and recommendations submitted by Goudreault Associates at the next Committee of the Whole with our	04-22-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>

374	<b>Lyme Disease Awareness Month</b> / that the Lyme Disease Awareness Month Proclamation be approved.	04-22-2024	Municipal Clerk	Immediate	<b>Complete</b>
375	<b>MOCR 2024036 Tender</b> - that Council authorize the CAO to award the MOCR 2024036 Former West Richmond Education Centre/Walter Fougere School Tender to the proponent as discussed in camera.	05-09-2024	CAO	Immediate	<b>Complete</b>
376	<b>No Mow May</b> - that Council observe 'No Mow May' as a standing practice, however, staff are authorized to mow, when it is deemed necessary, at the Department of Public Work's discretion	05-27-2024	Director of Public Works	Immediate	<b>Complete</b>
377	<b>Roaming Farm Animals</b> - that Council refer the discussion to the Bylaw / Policy Committee.	05-27-2024	Municipal Clerk	Immediate	<b>In Progress</b>
378	<b>Street Light Policy</b> - that Council refer the Street Light Policy to the By-Law/Policy Committee for Review	05-27-2024	Municipal clerk	Immediate	<b>Complete</b>
379	<b>VON Week</b> / that Council accept the recommendation from the Committee of the Whole to approve the VON Proclamation, the raising of the VON Flag for a date in May, and FURTHER MOVE that staff make the arrangements to light up the Municipal Building in Blue and make every effort to recognize VON week on social media.	05-27-2024	Municipal clerk	Immediate	<b>Complete</b>
380	<b>Richmond River Root Richmond River Roots Market Green Society that the grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,200</b> / that Council accept the recommendation from the Committee of the Whole to defer to the next Council meeting following Grants and Contributions budget discussions. <b>June 24, 2024:</b> that Council approve the grant request from the Richmond River Roots Market Green Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$6,650 and be allocated as follows: General Funds: \$4400, District 1:\$ 500, District 2:\$ 500, District 3:\$ 500, District 4:\$ 500, District 5:\$ 250	05-27-2024	Director of Finance	Immediate	<b>Complete</b>
381	<b>SPVFD Dry Fire Hydrant</b> -that Council accept the recommendation from the Committee of the Whole to approve the funding of five thousand dollars for the installation of the dry fire hydrant.	05-27-2024	Director of Finance	Immediate	<b>Complete</b>
382	<b>Dry Fire Hydrant</b> - that Council accept the recommendation from the Committee of the Whole to refer the Dry Fire Hydrant Policy to the Fire Service Protection Committee and the By-Law/Policy Committee for review.	05-27-2024	Emergency Services Coordinator	Immediate	<b>Complete</b>
383	<b>Grant request from the Administration Portuaire de Petit-de-Grat for Infrastructure Grant Funds in the amount of \$20,000</b> / that Council approve the grant request from the Administration de Petit-de-Grat for the Type 1- Infrastructure Grant Funds in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds.	05-27-2024	Director of Finance	Immediate	<b>Complete</b>
384	<b>Lennox Place Limited support letter</b> / that Council have the Warden provide a letter of support, in principle, for their application for the Nova Scotia Affordable Housing Development Program to fund the conversion of a building into a 7-unit apartment building located at 818 Veterans Memorial Drive, Arichat.	05-27-2024	Warden	Immediate	<b>Complete</b>

385	<b>Lennox Place Limited permitting fees</b> / that Council refer the discussion on covering the Lennox Place Limited associated permitting fees to the next meeting of Council following budget discussions and FURTHER MOVE that Staff contact the other proponents to identify their current interest in Municipal support and hold a Special meeting as soon as possible, following the budget discussions, to discuss covering permitting fees.June 24, 2024: that Council approve the request from Lennox Place Limited for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	05-27-2024	CAO	Immediate	<b>Complete</b>
386	<b>5 year captial investment Plan</b> / that Council approve the 5 year Capital Investment Plan for the Municipality of the County of Richmond for the fiscal year ending March 31, 2025.	06-13-2024	Municipal Council	Immediate	<b>Complete</b>
387	<b>Area Rates</b> / that Council accept the recommendation of the Director of Finance and that the following area rates be approved:	06-13-2024	Municipal Council	Immediate	<b>Complete</b>
388	<b>Final Budget for year ending March 31, 2025</b> / that Municipal Council give approval to the municipal estimates of revenues and expenditures for the year ending March 31, 2025 in the amount of \$17,459,364; AND FURTHER MOVED THAT WHEREAS pursuant to the Municipal Government Act, the Municipal Council of the Municipality of Richmond estimates that sums amounting to \$10,714,430 are required	06-13-2024	Municipal Council	Immediate	<b>Complete</b>
389	<b>Canada Day Funding</b> / that Council approve the following Canada Day Funding Applications as follows: a)L'Ardoise Mens Club \$ 1,577.00 b) Loch Lomond Heritage Association\$ 500.00 c)St. Louis Parish\$ 2,500.00 d)St. Peter's Lions Club\$ 5,800.00 e)Bras d'Or Lakes Seniors Association\$ 300.00	06-13-2024	Director of Finance	Immediate	<b>Complete</b>
390	<b>Sale of property PID 75079954 and PID 75026898 for the upcoming tax sale on August 23, 2024</b> / that Council accept the recommendation from the Committee of the Whole to accept the recommendation from staff to sell property PID 75079954 and PID 75026898 at the tax sale on August 23, 2024, as discussed in closed session.	06-24-2024	Director of Finance / Revenue Manager	Immediate	<b>Complete</b>
391	<b>Cape Breton Partnership - Forward Together Plan</b> / that Council accept the recommendation from the Committee of the Whole to endorse the Liaison Oversight Committee's (LOC) acceptance of the Forward Together plan as the Economic Development Strategy of the Cape Breton Regional Enterprise Network (CB REN), and FURTHER MOVE, commit to aligning Richmond County's economic development efforts with Forward.Together.	06-24-2024	CAO		<b>Complete</b>
392	<b>Share the Road Project</b> / that Council accept the recommendation from the Committee of the Whole to refer the discussion to the By-Law and Policy Committee for the development of a by-law that would permit MOCR to designate a municipal roadway or part of a roadway as a road trail.	06-24-2024	Municipal Clerk	Immediate	<b>Complete</b>

393	<b>River Bourgeois Mariner Society for the Type 4 – Regional /Health/General grant funds in the amount of \$1,500 / June 10, 2024:</b> that Council accept the recommendation from the Committee of the Whole to defer the request from the River Bourgeois Mariner Society for the Type 4 – Regional /Health/General Grant Funds in the amount of \$1,500 to the next meeting following budget discussions. <b>June 24, 2024 :</b> that Council approve the grant request from River Bourgeois Mariner Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$1,500 and be allocated as follows: \$1000 from District 4 Fund and \$500 from the Reginal Fund.	06-24-2024	Director of Finance	Immediate	Complete
394	<b>Brela Homes, Jeremy Carroll request for financial support for building permitting fees / June 10, 2024:</b> that Council accept the recommendation from the Committee of the Whole to defer the request from Jeremy Carroll, Brela Homes, for financial support for building permitting fees to the next meeting following budget discussions. <b>June 24, 2024:</b> that Council approve the request from Jeremy Carroll, Brela Homes, for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	06-24-2024	CAO	Immediate	Complete
395	<b>Request from Anne Leavitt, board chair of the Isle Madame Historical Society, to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week /</b> that Council accept the recommendation from the Committee of the Whole to approve the request from Anne Leavitt, board chair of the Isle Madame Historical Society to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week.	06-24-2024	Municipal Clerk	Immediate	Complete
396	<b>Canada Post rural mail service interruptions /</b> that Council accept the recommendation from the Committee of the Whole to have staff invite a representative from Canada Post to a future meeting of Council for discussion on the rural mail service interruptions.	06-24-2024	CAO/Municipal Clerk	Immediate	In Progress
397	<b>Committees Policy /</b> that Council adopt the Committees Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete
398	<b>Low Income Tax Exemption Program Policy /</b> that Council adopt the Low Income Tax Exemption Program Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete
399	<b>Richmond Housing Corporation By-Laws /</b> that Council approve the amendments to the Richmond Housing Corporation by-laws.	06-24-2024	Municipal Clerk	Immediate	Complete
400	<b>Climate Emergency Planning /</b> 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
401	<b>Louisdale Lions Club grant request for the Type 04 – General/Waterfront Development Funding for \$20,000 /</b> that Council approve the grant request from the Louisdale Lions Club for the Type 04 – General/Waterfront Development Funding for \$20,000, and be allocated from the CCBF Waterfront Development Fund, subject to assessment by staff as to the project's eligibility.	06-24-2024	Director of Finance	Immediate	Complete

402	<b>Requests for the Type 03 – Canada Day Grant Funds for the Johnstown’s Harbour Wharf for \$ 500 and the South Mountain Arm of Gold Community Association for \$400 /</b> that Council approve the grant requests for the Type 03 – Canada Day Grant Funding for the Johnstown’s Harbour Wharf of \$ 500 and the South Mountain Arm of Gold Community Association of \$500 and be allocated from the Canada Day Grant Fund.	06-24-2024	Director of Finance	Immediate	<b>Complete</b>
403	<b>Colin MacDougall, One of a Kind Design, Re: Pole Banner Kits /</b> that Council refer the request from Colin MacDougall regarding pole banner kits to staff.	06-24-2024	Director of Public Works	Immediate	<b>Complete</b>
404	<b>Terry Doyle, CAO, Town of Port Hawkesbury, Re: Joint Industrial Park – Use of 38 Unity Drive for the Strait Truck and Tracker Pull event /</b> that Council approve the use of Unity Drive property for the Strait Truck and Tracker Pull event.	06-24-2024	CAO	Immediate	<b>Complete</b>
405	<b>Multi-Party First Nations and Municipal Agreement /</b> Council unanimously agreed to defer the Multi-Party First Nations and Municipal Agreement to a future meeting and to invite Tyler Matheis, CEO of Cape Breton Partnership, to engage in further discussion.	06-24-2024	CAO	Immediate	<b>In Progress</b>
406	<b>NSFM Council Invitation /</b> that Council refer to staff to coordinate the arrangements.	06-24-2024	Municipal Clerk	Immediate	<b>Complete</b>
407	<b>Landfill Closure /</b> that Council approve the change to the budget for the West Arichat disposal site closure by an additional \$665,000 of the Capital Fund Budget, preferably under Canada Community Building Fund (CCBF).	08-07-2024	Director of Public Works	Immediate	<b>Complete</b>
408	<b>Capital Improvement and Development Policy /</b> that Council adopt the Capital Improvement and Development Policy as a policy of the Municipality of the County of Richmond	08-07-2024	CAO	Immediate	<b>Complete</b>
409	<b>Dog By-Law /</b> that Council refer the Dog By-Law to the By-Law/Policy Committee for review.	08-07-2024	Municipal Clerk	Immediate	<b>Complete</b>
410	<b>Seniors Take Action Coalition, Re: Request for the Type 4 -Regional/Heath/General Grant Funds</b> in the amount of \$9,400.00 / that Council defer the request for the Type 4 -Regional/Heath/General Grant Funds in the amount of \$9,400.00 to the next Committee of the Whole.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
411	<b>Festival Acadien de Petit-de-Grat, Re: Request for the Type 3 - Sponsorship Funds in the amount of \$500.00 /</b> that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 - Sponsorship Funds in the amount of \$500.00 and be allocated from the District 1 Funds.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>

412	<b>Festival Acadien de Petit-de-Grat, Re: Grant request for the Type 3 C1 -Physical Activity Grant Funds in the amount of \$1,000.00</b> / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 C1 -Physical Activity Funds in the amount of \$1000.00 and be allocated as follows: Regional Funds: \$500, District 1 Funds: \$250, and District 2 Funds: \$250.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
413	<b>D'Escousse Civic Improvement Society, Re: Grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00</b> /that Council approve the D'Escousse Civic Improvement Society grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00 and be allocated from the District 2 Funds.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
414	<b>Grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50</b> / that Council accept the recommendation from the Committee of the Whole to approve the grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50, to be allocated from the Regional Fund.	09-23-2024	Director of Finance	Immediate	<b>Complete</b>
415	<b>Office of the Information and Privacy Commissioner for Nova Scotia to proclaim September 23-29<sup>th</sup> as Right to Know Week in the County of Richmond/</b> that Council accept the recommendation from the Committee of the Whole to proclaim September 23-29th 2024 as Right to Know Week in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
416	<b>October 1, 2024, as Seniors for Climate Day in the County of Richmond /</b> that Council accept the recommendation from the Committee of the Whole to proclaim October 1, 2024, as Seniors for Climate Day in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
417	<b>Request from Amy Wagg for English-Gaelic Boundary Signage in the County of Richmond/</b> that Council accept the recommendation from the Committee of the Whole to have staff collaborate with the Minister of Gaelic Affairs and the Minister of Public Works to install the new signs as requested when the Provincial budget permits.	09-23-2024	CAO	Immediate	<b>Complete</b>
418	<b>Request to write off taxes for property AAN 02913135, owned by Donald Frost, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 02913135 owned by Donald Frost, which was completely destroyed by fire, in the amount of \$205.87, which represents taxes on the dwelling only from December 16, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	<b>Complete</b>
419	<b>Request to write off taxes for property AAN 04126068, owned by James White, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 04126068 owned by James White, which was completely destroyed by fire, in the amount of \$61.85, which represents taxes on the dwelling only from December 24, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	<b>Complete</b>
420	<b>Request to write off taxes for property AAN 06373917, owned by Colton Gillis &amp; Keisha Morrison, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 06373917 owned by Colton Gillis & Keisha Morrison, which was completely destroyed by fire, in the amount of \$463.04, which represents taxes on the dwelling only from October 31, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	<b>Complete</b>

421	<b>Grant request from the Seniors Take Action Coalition for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,400 /</b> that Council accept the recommendation from the Committee of the Whole to approve the Seniors Take Action Coalition grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 6,400.00, to be allocated as follows: \$480.00 from each District Fund and \$4000.00 from the Regional Funds, and FURTHERMOVE that staff explore options for in-kind contributions, such as photocopying and others as deemed appropriate and within MOCR policy.	09-23-2024	Director of Finance	Immediate	Complete
422	<b>Mapping for ESC and VFD's/</b> that the FPSC recommend to Council to support the investigation of the procurement of mapping using a 3rd party aside from EDPC to produce current mapping for Emergency Management and the VFD's.	09-23-2024	CAO/ESC	Immediate	In Progress
423	<b>Provincial road re-opening/maintenance/</b> that the FPSC recommend to Council to draft a letter to the province to have old provincial roads re-opened and maintained as a secondary means of travel for emergencies/evacuations and with the increase in MVC's and rerouting of traffic.	09-23-2024	Warden	Immediate	In Progress
424	<b>Sub-division planning with EDPC/</b> that the FPSC recommend to Council to have staff investigate the planning of new areas have two lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning.	09-23-2024	CAO/ EDPC	Immediate	In Progress
425	<b>Previous decisions to remove West Bay Road VFD from meetings/</b> that the FPSC recommend to council to reverse the decision to remove West Bay Road VFD from the Committee as they cover a portion of the County.	09-23-2024	ESC	Immediate	Complete
426	<b>Strait Area Transit, Articles of Incorporation and By-Laws/</b> that Council approve the amendments to the Strait Area Transit Articles of Incorporation and By-Laws as presented.	09-23-2024	Municipal Council	Immediate	Complete
427	<b>Receipt of Donations Policy/</b> that Council refer the Receipt of Donations Policy to the By-Law/Policy Committee for further investigation and discussion.	09-23-2024	Municipal Clerk	Immediate	Complete
428	<b>Taxi Liscence/</b> that Council approve the request for Willy's Taxi to operate a taxi in the Municipality of the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	Complete
429	<b>Taxis By-law/</b> that Council refer the Taxis By-Law to the By-Law/Policy Committee for review.	09-23-2024	Municipal Clerk	Immediate	Complete
430	<b>Communications related to the municipal election /</b> that the Committee of the Whole recommend to Council to refer the Strategic Communications Plan to the By-law/Policy Committee for the purpose of incorporating communications related to the municipal election	11-25-2024	Municipal Clerk	Immediate	Complete
431	<b>Good Neighbour Project proposal/</b> that the Committee of the Whole recommend to Council to refer the Good Neighbour Project proposal to staff for further investigation	11-25-2024	CAO	Immediate	In Progress
432	<b>Members of Council ABCC appointments/</b> that the Committee of the Whole recommend to Council to approve the Committee Matrix with the changes as discussed.	11-25-2024	Municipal Clerk	Immediate	Complete
433	<b>Low Income Tax Exemption Program Policy/</b> that the Committee of the Whole recommend to Council to extend the deadline for applications to the Low Income Tax Exemption Program Policy to February 28, 2025, for this year only.	11-25-2024	Municipal Clerk	Immediate	Complete

434	<b>Royal Canadian Legion Br. 150 grant request for the Type 1, Infrastructure Grant Funds in the amount of \$5,000./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Royal Canadian Legion Br. 150 for the Type 1 Infrastructure Grant Funds in the amount of \$5,000, pending the submission of their balance sheet; and FURTHER MOVE that the funds be allocated as follows: \$1,000 from District 1 Funds, \$1,000 from District 2 Funds, and \$3,000 from the Regional Funds.	11-25-2024	Department of Finance	Immediate	<b>Complete</b>
435	<b>Acadiaville Community Centre Society grant request for the Type 2 Start-up Activity Grant Funds in the amount of \$500./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Acadiaville Community Centre Society for the Type 2 Start-up Activity Grant Funds in the amount of \$500 and be allocated from the District 2 Funds.	11-25-2024	Department of Finance	Immediate	<b>Complete</b>
436	<b>Isle Royale ATV Club's request for a letter of support/</b> that the Committee of the Whole recommend to Council to have the Warden prepare a non-monetary letter of support for the Isle Royale ATV Club regarding the Capelin Cove Wilderness Area as outlined in the request.	11-25-2024	Warden	Immediate	<b>Complete</b>
437	<b>Dr. Kingston Memorial Community Health Centre's request for letters of support/</b> that the Committee of the Whole recommend to Council to have the Warden prepare letters of support for the Dr. Kingston Memorial Community Health Centre for their application to the Community Foundation of Nova Scotia Visions Fund Grant and the Age-Friendly Communities Grant Program as outlined in the request.	11-25-2024	Warden	Immediate	<b>Complete</b>
438	<b>Contact information/</b> that the Committee of the Whole recommend to Council to have staff investigate the use of generic email addresses and landline phone numbers for members of Council.	11-25-2024	Technology Specialist	Immediate	<b>Complete</b>
439	<b>New Code of Conduct/</b> that the By-Law/Policy Committee recommend to Council to adopt the new Code of Conduct for Elected Officials as mandated by the Province by the following resolution (see Nov 25/2024 Regular Council minutes)	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
440	<b>Second Reading Approval/</b> that council give second reading approval to the amendment to the West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County Land Use ByLaws (5 motions, see Nov 25, 2024 Regular Council Minutes)	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
441	<b>Registered Mail/</b> that Council refer the matter of registered mail to Planning Advisory/Heritage Committee	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
442	<b>International Day of Persons with Disabilities Proclamation/</b> that Council approve the proclamation to proclaim December 3 as International Day of Persons with Disabilities in the Municipality of the County of Richmond.	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
443	<b>Appointment of Investigator for the new Code of Conduct/</b> that Council appoint Noal Landry of EMM Law as the interim investigator for the complaint and investigation process under the Code of Conduct for Elected Officials of the Municipality of the County of Richmond.	11-25-2024	CAO	Immediate	<b>Complete</b>

444	<b>Citizen Appointments</b> / that Council accept the recommendation from Committee of the Whole and appoint Dorothy Booher to the IDEA Committee for a 5-year term, Robbin Cotton and Robert Wambolt to the Planning Advisory/Heritage Committee, both for 5-year terms, Stacey Morrison to the RCMP Advisory Board for a 5-year term, Cindy Walker to the Destination Cape Breton Association Board for a 3-year term; and FURTHER MOVE that Council direct staff to advertise any remaining vacancies to ABCCs.	12-16-2024	Municipal Clerk	Immediate	Complete
445	<b>Destination Cape Breton Association (DCBA)</b> / that Council accept the recommendation from the Committee of the Whole and designate Destination Cape Breton Association as the administrator of the Marketing Levy for Richmond County.	12-16-2024	CAO	Immediate	Complete
446	<b>DCBA</b> / that Council accept the recommendation from the Committee of the Whole and direct the CAO to request the financial statements for the past four years from the Destination Cape Breton Association.	12-16-2024	CAO	Immediate	Complete
447	<b>Deer Population</b> / 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
448	<b>Approved Fire Equipment Reallocation/</b> that Council accept the recommendation from the Committee of the Whole and accept the Volunteer Fire Department Equipment Funding Memo from the Emergency Services Coordinator.	12-16-2024	Municipal Council	Immediate	Complete
449	<b>Property AAN 04127455 which was damaged by fire/</b> that Council accept the recommendation from the Committee of the Whole and write off the taxes for property AAN 04127455 owned by Rodney Samson, which was completely destroyed by fire, in the amount of \$400.69, which represents taxes on the dwelling only from August 7, 2024, to March 31, 2025.	12-16-2024	Revenue Manager	Immediate	Complete
450	<b>Invitation to joint the Rural Region 1 Solid Waste Committee/</b> that Council accept the recommendation from the Committee of the Whole and have the Director of Public Works and one member of Council, pending selection, attend the Rural Region 1 Solid Waste Committee meetings.	12-16-2024	Municipal Council	Immediate	In Progress
451	<b>Recruitment of Volunteer Firefighters</b> / that Council accept the recommendation from the Fire Protection Services Committee and have municipal staff meet with the Volunteer Fire Departments to discuss advertising in the Richmond Reflection for the recruitment of volunteer firefighters in Richmond County.	12-16-2024	ESC	Immediate	In Progress
452	<b>Electric Vehicles</b> / that Council refer this item to staff to investigate the feasibility of gradually integrating more EVs into our public fleet vehicles, looking at it from a perspective of both GHG reduction and saving taxpayers dollars.	12-16-2024	CAO	Immediate	In Progress
453	<b>Exploration of a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park</b> / 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.	12-16-2024	CAO	Immediate	In Progress
454	<b>Village of St. Peter's guarantee request for the Community Hub Project/</b> that Council approve a loan guarantee in the amount of \$206,000 for the purpose of the Village of St. Peter's Community Hub Renovation Project.	12-16-2024	Director of Finance	Immediate	Complete
455	<b>Alzheimer Awareness Month/</b> that Council approve the proclamation as presented.	12-16-2024	Municipal Clerk	Immediate	Complete