



Special Meeting

Wednesday, August 7th, 2024, 7:00 p.m.

Council Chambers

AGENDA

1. **Call to Order**
2. **Roll Call of Councillors**
3. **Eastern District Planning Commission**
 - a) Private Ways
4. **Land Fill Closure**
5. **Motion to Adopt**
 - a) Capital Improvement and Development Policy
6. **Dog By-Law**
7. **Grants, Re:**
 - a) *Seniors Take Action Coalition*, Re: Request for the Type 4 - Regional/Heath/General Grant Funds in the amount of \$9,400.00
 - b) *Festival Acadien de Petit-de-Grat*, Re: Request for the Type 3 - Sponsorship Funds in the amount of \$500.00
 - c) *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
 - d) *D'Escousse Civic Improvement Society*, Re: Grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00
8. **Adjournment**

Private Ways

Verbal Update



BRIEFING NOTE
Municipality of the County of Richmond

Former West Arichat Landfill Closure
July 31, 2024

PURPOSE

The purpose of this briefing note is to seek Council approval for additional funds to complete the previously approved closure of the former West Arichat disposal sites.

BACKGROUND

The Municipality has several former disposal sites. The former L'Ardoise disposal site and former West Arichat south disposal sites which both ceased operation around 1997 and the former West Arichat north disposal site (1st generation landfill) which ceased operation in 2005. The former landfills must be closed out in compliance with regulatory requirements and the Municipality's Operating Approvals as issued by the Nova Scotia Department of Environment and Climate Change.

Closure of the Municipality's former landfills involves the excavation and re-burying of waste, site grading, application of a low-permeability soil cap complete with surface stabilization and drainage controls at the three former sites. The purpose of the work is to control the amount of surfacewater infiltration into the buried waste material, limit erosion and sedimentation, control the release of methane gas from the facility and protect the underlying waste from exposure.

Closure of the former L'Ardoise disposal site was completed earlier this year. Closure of the former West Arichat disposal sites was tendered and awarded earlier this summer with work having started in July.

CURRENT SITUATION

While performing topographical surveys it was noted that a significant portion of the side slope on the West Arichat south landfill site was mistakenly excluded from the consultant's calculations of soil capping material. Based on the corrected soil volumes and contract unit prices, the estimated increase in costs due to the additional volume of material required is \$637,697.25 + HST (approximately \$665,000 net of HST rebate).

FINANCIAL IMPLICATIONS

The Capital Investment Plan for 2024/25 included \$1.55 million for closure of the former West Arichat landfills with the funds being allocated from the CCBF, though as discussed at budget the province is reconsidering the CCBF eligibility of the work despite having approved it previously. The West Arichat closure work was awarded at a total estimated contract cost of \$1.49 million net of HST rebate with the remaining funds earmarked for related consulting fees.

The \$665,000 overage for the West Arichat disposal sites is partially offset by savings realized for closure of the former L'Ardoise disposal site. The former L'Ardoise disposal site closure was recently completed at a total cost of approximately \$350,000 below the approved budgeted amount of \$1.425 million.

The total cost to complete closure of the three former disposal sites is now estimated \$3.29 million as compared to the previously budgeted amount of \$2.975 million, an overage of approximately \$315,000.

RECOMMENDATION

I recommend that staff be authorized to continue with the necessary closure work at the former West Arichat south disposal site at an additional cost of \$665,000 net of HST rebate vs the budgeted amount for closure of the site. As noted, this cost is partially offset by savings realized during closure of the former L'Ardoise disposal site.

ALTERNATIVES

Closure of the former landfills is a regulatory requirement. Delaying closure work due to a budget overage will serve only to increase the costs when the work is ultimately carried out. We do not recommend delaying the work.

ACTION REQUIRED

Staff are seeking Council authorization to increase the budget for the West Arichat disposal site closures by an additional \$665,000..

Attachments:

Dillon Consulting Change Order No. 1 – West Arichat Disposal Site Closures



CHANGE ORDER

PROJECT NAME:	West Arichat Disposal Site Closures	CHANGE ORDER No.:	001
CONTRACTOR:	Zutphen Contractors Inc.	DATE:	July 31, 2024
CONTRACT No.:	MOCR202406	ATTENTION:	Derek van Zutphen
OWNER:	Municipality of the County of Richmond (MOCR)	RE:	West Arichat South Volumes
		DILLON PROJ. No.:	23-7281

Your quotation in the amount of \$(637,697.25) (excluding taxes) credit extra to carry out the work described below is hereby accepted and your contract is amended accordingly. This change order adds deducts 30 days to/from the contract time.

Reference:

1. CCN 2 – Southside Cover Increase Required 1:1.5 Slope (Zutphen Contractors Inc., July 26, 2024)

Description:

Additional low permeability soil and vegetative soil, as well as additional erosion control measures are required on the northern side slope of West Arichat South.

Reason for change:

Error in tender quantities.

Basis of payment (e.g., time and material, unit price, lump sum):

Bid Unit Pricing. Estimated quantities of item B2, item B3, and item B7 are revised to 34,370 m³, 8,110 m³ and 4,615 m² respectively.

We acknowledge receipt of this change order and agree to the terms and conditions set out herein.

Dillon Consulting Limited

Rebecca Acker, EIT

31Jul2024

Date

Municipality of the
County of Richmond

Date

Zutphen Contractors Inc.

Date

DILLON CONSULTING LIMITED



Title **Capital Improvement and Development**

Approved by Council

Date:

Policy Review Notification

Date:

Policy Review

Date:

I certify this to be a true copy of the **Capital Improvement and Development Policy** as adopted by the Municipal Council of Richmond County at a Public Meeting held

_____.

Shelley David
Municipal Clerk

1. **Purpose**

The purpose of this policy is to establish a framework for evaluating and awarding third-party requests for municipal funding for physical infrastructure projects, providing guidance for Council, municipal staff, and the public.

2. **Scope**

This policy applies to all requests for municipal funding for physical infrastructure projects that fall outside the parameters of other funding policies.

3. **Roles & Responsibilities**

3.1. Municipal Council will be responsible to:

- a) review, amend, and adopt the Capital Improvement and Development policy;
- b) support the Chief Administrative Officer (CAO). and staff, in the implementation of the policy; and
- c) review and maintain the Special Purpose Fund through annual contributions in amounts to be determined by Council.

3.2. The CAO will be responsible to:

- a) implement the Capital Improvement and Development policy;
- b) work with Municipal Council to review and award third-party requests for municipal funding for physical infrastructure projects.

- 3.3. The Department Heads will be responsible to:
- a) provide important information and advice to the CAO and Council regarding the review of submissions.

Policy

4. Policy Statement

This policy is established in accordance with section 65 of the Municipal Government Act (MGA), granting Council authority to allocate funds for physical infrastructure within the Municipality. Council affirms its support for the development of physical infrastructure to enhance the well-being of inhabitants and communities and recognizes the importance of evaluating reasonable infrastructure projects for municipal funding support in a thorough and consistent manner.

5. Policy Principles

The following principles will guide the process by which requests for Municipal funding for physical infrastructure projects, or waiver of fees for multi-unit housing developments, will be evaluated.

5.1. Infrastructure Projects

- a) For the purposes of this policy, "infrastructure project(s)": means the construction, installation, or expansion of physical infrastructure within the Municipality and comprising components of a water or sewer system, streets, sidewalks, and gutters, all of which shall be transferred to the municipality upon completion;
- i) infrastructure must be built to the appropriate standards and adhere to applicable legislation. This may include:
 - Municipality of the County of Richmond Municipal Services Design and Construction Specifications;
 - Standard Specifications for Municipal Services as published by the Nova Scotia Road Builders Association, the Nova Scotia Consulting Engineers Association and the Joint Committee on Contract Documents;

- Atlantic Canada Wastewater Guidelines for Collection, Treatment and Disposal;
 - Atlantic Canada Guidelines for the Supply, Treatment, Storage, Distribution, and Operation of Drinking Water Supply Systems
- b) but does not include the repair of existing physical infrastructure nor the construction, erection, renovation, or expansion of buildings.

5.2. Multi-Unit Dwelling Developments

- a) For the purposes of this policy, "waiver of fees" shall refer to the building/development permits required for any multi-unit development permit issued by Eastern District Planning Commission (EDPC) until further notice.

5.3. Eligible Costs

- a) For the purposes of this policy, "eligible costs" shall refer to capital costs expressly identified as eligible costs in the funding contract between the Municipality and the proponent, see Appendix D, Cost Eligibility.

5.4. Municipal Funding for Eligible Costs

- a) Municipal funding from various sources, approved pursuant to this policy, shall not exceed 33% of the total eligible costs of the infrastructure project as determined by Council.
- b) Provincial and federal funding opportunities must be explored and exhausted.

5.5. Municipal Funding for Permitting Fees

- a) Municipal funding requests for permitting fees will follow the application process and criteria for reimbursement as outlined in section 6.8.

5.6. Special Purpose Fund

- a) Council shall establish a fund for use in providing Municipal funding to approved infrastructure projects under this policy.
- b) The fund shall be maintained through annual contributions in amounts to be determined by Council annually at Budget deliberation in consultation with the CAO and Chief Financial Officer.

6. Process

A typical submission period for when projects can request funding will be August - September. A typical application from submission to signed application is expected to take up to six months for review and processing through the various stages of application, see Appendix E, Project Timeline – Expected.

Projects arising outside of that submission window will be considered on a case-by-case basis and if approved, will be automatically added to the next fiscal year's list if supporting it in the current fiscal year isn't possible. The following process shall apply with respect to requests for Municipal funding for infrastructure projects, subject to:

6.1. Initial Presentation

- a) The proponent seeking funding shall present to Council, in writing using the “Application for Financial Assistance Form, Appendix A, and shall include a description of the project including but not limited to the following:
 - i. Objective;
 - ii. geographical location;
 - iii. project background / history and any obstacles or physical components;
 - iv. detailed budget, cost projections and projected schedule;
 - v. sources of funding (in addition to Municipal funds being sought), both applied for and/or confirmed;
 - vi. participants (including confirmation of good standing of all corporate; participants), and
 - vii. identified benefit to community or inhabitants.
- b) Council may request that the submission also be presented as a presentation to Council.

6.2. First Stage Decision

- a) The first stage decision will be based on the evaluation of the initial presentation using the “Initial Presentation & First Stage Evaluation Form”, Appendix B.

- b) If Council decides the project will not be considered for funding purposes, the proponent shall be advised and his/ her presentation materials returned.
- c) If Council decides the project should be evaluated further for funding purposes, Council shall refer the presentation to Municipal staff, together with such additional or particular issues or questions as may be identified by Council, for investigation.

6.3. Staff Investigation

- a) Municipal staff shall review the project description/ materials and report on, among other things:
 - i. eligibility for funding under this or any other funding policy;
 - ii. whether the project is objectively reasonable and sound;
 - iii. whether there are any problems with the proponent's data;
 - iv. whether any concerns are identified;
 - v. overall cost-benefit analysis insofar as possible;
 - vi. any collateral information relevant to the project and funding request.
- b) In preparing a Report on the project proposal and funding request, staff may request additional information and particulars from the proponent, with such requests and response to be provided in writing.
- c) Before the Report is finalized, it shall be reviewed by the Director of Public Works and Chief Financial Officer and such other department heads as they consider may have relevant input.
- d) The Report may include recommendations to Council.
- e) The CAO will review the Report prior to presenting the same to Council.

6.4. Presentation of Staff Report

- a) The Staff Report will be presented to Council in Committee of the Whole meeting by the CAO.
- b) The presentation of the Staff Report may include in camera discussion with respect to potential contract issues.

- c) Council may refer the Report back to staff with additional direction for further analysis or comment.

6.5. Second Stage Decision

- a) The second stage decision will be based on the “Second Stage Evaluation Form”, Appendix C.
- b) If Council decides not to fund the project, it shall direct the CAO to notify the proponent in writing that funding is denied. This notice may, in the discretion of Council, include reasons for the denial of funding.
- c) If Council determines that additional information is required from the proponent, Council shall direct the CAO to contact the proponent to request such information and arranging a further presentation. In the event of a further presentation, the additional information shall be referred to staff for further investigation and supplemental report.
- d) If Council decides, based on all available information, to consider funding for the project, Council shall direct the CAO to contact the proponent with a written Expression of Interest.

6.6. Expression of Interest

- a) The Expression of Interest shall be made without prejudice and shall set out, including but not limited to, the following:
 - i. the basis for Council's interest, confirming the materials and information provided by the proponent;
 - ii. the necessary pre-conditions for Municipal funding;
 - iii. the funding limits which will apply;
 - iv. the definition of eligible costs for calculation of Municipal funding;
 - v. the documentation required from the proponent including granting Municipal staff access to design and other documents from sub-contractors and consultants;
 - vi. notice that any Municipal funding shall be conditional on the execution between the parties of a written contract and that only eligible and approved costs shall be funded.

- b) The proponent shall be required to return a signed and dated copy of the Expression of Interest, confirming their intention and willingness to enter into a contract with the Municipality for purposes of funding.

6.7. Third Stage Decision – Funding Contract

- a) Where the proponent has signed and returned a copy of the Expression of Interest, the negotiation of the funding contract can take place.
- b) Council shall refer the negotiation and drafting of the terms of the contract to staff, including consultation with the Municipal Solicitors.
- c) Negotiations shall be conducted on a “without prejudice” basis pending conclusion and execution of a complete written agreement.
- d) No one shall make any commitment to any funding on behalf of the Municipality until the agreement has been approved by majority vote of Municipal Council and fully executed in writing as authorized.
- e) Funding will only be provided after the work is completed satisfactorily and all necessary invoices and proof of payment, etc are provided.

6.8. Municipal Funding for Permitting Fees – Application and Reimbursement

- a) The proponent seeking funding for permitting fees shall provide the request in writing to Council using the “Application for Financial Assistance Form” Appendix A.
- b) Council approves funding requests, up to the full amount, by resolution.
- c) Upon approval, Council will provide a letter to the proponent with the conditional approved amount.
- d) Reimbursement will be granted providing the following criteria are met:
 - i. Completion of project with proof of occupancy permit
 - ii. Original receipts for service are submitted
- e) If all the criteria are not fulfilled, reimbursement will not be granted.

Appendices

- Appendix A – Application for Financial Assistance Form
- Appendix B – Initial Presentation & First Stage Evaluation Form
- Appendix C – Second Stage Evaluation Form
- Appendix D – Cost Eligibility
- Appendix E – Project Timeline – Expected
- Appendix F – Terms and Conditions (Contract)

Related Documents

- [Municipality of the County of Richmond Municipal Services Design and Construction Specifications](#)
- [Standard Specifications for Municipal Services as published by the Nova Scotia Road Builders Association, the Nova Scotia Consulting Engineers Association and the Joint Committee on Contract Documents;](#)
- [Atlantic Canada Wastewater Guidelines for Collection, Treatment and Disposal](#)
- [Atlantic Canada Guidelines for the Supply, Treatment, Storage, Distribution, and Operation of Drinking Water Supply Systems](#)
- [Municipality of the County of Richmond Strategic Plan](#)

Policy Review/Amendment Schedule

Date of Review	Approved / Amended by Council
March 11, April 8, May 27, June 10, June 18, and July 30, 2024	



Appendix A Application for Financial Assistance

Contact Information

Name:

Organization:

Position/Role:

Email:

Phone:

Address:

Project

Is this project for multi-unit residential development? Yes ___ No ___

Total new units: ___

Application

What is your application for?

A. Municipal funding for Permitting Fees (as per sections 5.2, 5.5, 6.8)

_____ Waiver of Build and Development Permits (up to a max of \$10,000.00 per application)

The following information is required:

- Written Submission along with the completed application form sent to the Municipal Clerk.

Funding for permits is only eligible for payment once an occupancy permit is issued and received by the proponent and presented to the County as per Section 6.8.d of the Policy.

B. Municipal funding for an Infrastructure Project (as per sections 5.1, 6.1- 6.7)

_____ Infrastructure Project (up to a max of 33% of total eligible project costs)

The information is required

- Written Submission along with the completed application form sent to the Municipal Clerk. The information provided will be reviewed and scored using the Initial Presentation and First Stage Evaluation Form, Appendix B.

Your funding request is in the amount of \$ _____. This amount is ____ % of this part of your project.

Funding for Capital is only eligible for payment once the asset is transferred to the County as per Section 5.1.a of the Policy.

B. Municipal funding for an Infrastructure Project (Continued)

Confirmation of Other Grants applied for and Status:

Grant (name of grant program/stream)	Government Level (Mun/Prov/Fed)	Amount (\$) (\$ applied for)	Status (Successful/Unsuccessful, in progress, etc.)

* Please refer to the Capital Improvement and Development Policy for guidelines on eligible projects, fees, and costs, Section 5 and Appendix D - Cost Eligibility.

Process

As per Section 6 of the Capital Improvement and Development Policy and Appendix E - Project Timeline-Expected.

Completed Submissions

Your completed submissions can be sent in person, by email, or by fax to the attention of:

Municipal Clerk
 Municipality of the County of Richmond
 2357 Hwy 206, Arichat
 Nova Scotia B0E 1A0
 Email: clerk@richmondcounty.ca
 Fax: 902-226-1510

Appendix B Initial Presentation & First Stage Evaluation Form

The following evaluation shall apply to the initial presentation to Council for municipal funding of infrastructure projects. The presentation shall be evaluated based on the following criteria as outlined in section 6.1:

Criterion	Weight	Score
Project Objectives <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Clear articulation of project goals and what it aims to achieve. 	10	
Geographical Location <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Description and significance of the project's location. ○ Consideration of local environmental or social impacts. 	10	
Project Background (History, Lists any obstacles or physical components) <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Historical context and any challenges faced in project development. ○ Identification of physical aspects or obstacles that may impact implementation. ○ Engagement with the Eastern District Planning Commission (EDPC) for planning to ensure your project meets zoning and other requirements. 	10	
Budget (Cost Projections, Projected Schedule) <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Detailed breakdown of project costs and financial projections. (be sure to highlight project elements that will be eligible for this grant) ○ Realistic timeline for project completion and milestones. 	10	
Source of Funding (Applied for and confirmed) <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Explanation of funding sources applied for and secured. ○ Confirmation of financial backing or commitments. 	10	



<p>Participants (Confirmation of good standing of all corporate participants)</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Verification of the credibility and reliability of project partners or stakeholders. ○ Assurance of their capability to fulfill their roles effectively. 	10	
<p>Identified benefit to community or inhabitants</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Explanation of how the project will positively impact the local community. ○ Anticipated social, economic, or environmental benefits. 	10	
<p>Identified alignment with Council priorities and the MOCR Strategic Plan</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Demonstration of how the project supports and aligns with the Municipality of the County of Richmond (MOCR) Strategic Plan, Council priorities, and community needs. ○ Contribution to long-term municipal objectives and priorities. 	10	
<p>Maximum Score Possible 80</p>		
	<p>Final Score =</p>	

Appendix C Second Stage Evaluation

The following evaluation shall apply to the second-stage decision for municipal funding of infrastructure projects, based on sections 6.3, and 5.1 (a) (i). The evaluation will be assessed against the following criteria:

Criterion	Weight	Score
<p>Eligibility for funding under this or any other funding policy:</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Whether the project meets the specific eligibility criteria laid out in the municipal funding policy or any other relevant funding policies. ○ Consideration of any regulatory or legal requirements that must be met for funding approval. ○ Verification of the project's alignment with the strategic priorities of the funding body. 	10	
<p>Objective reasonableness and soundness of the project:</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Evaluation of the project's feasibility, including technical, financial, and operational aspects. ○ Assessment of the project's objectives and the clarity of its expected outcomes. ○ Review of the project's timeline and milestones to ensure they are achievable and realistic. 	10	
<p>Validity and reliability of the proponent's data:</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Examination of the accuracy and completeness of data provided by the project proponent. ○ Verification of assumptions, methodologies, and sources used to compile project data. ○ Assessment of any potential biases or gaps in data collection that could affect project assessment. 	10	
<p>Identification and resolution of concerns:</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Identification and evaluation of any potential risks, challenges, or issues related to the project. ○ Consideration of mitigation strategies proposed by the project proponent to address identified concerns. ○ Review of any outstanding questions or uncertainties that require clarification before funding approval. 	10	



<p>Overall cost-benefit analysis (as far as possible):</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Conducting a comprehensive cost-benefit analysis to evaluate the economic viability and financial sustainability of the project. ○ Comparison of anticipated benefits against projected costs, including both direct and indirect impacts. ○ Consideration of long-term benefits and potential returns on investment relative to the initial funding requirements. 	10	
<p>Relevance of collateral information to the project and funding request:</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Evaluation of supplementary information, such as environmental impact assessments, feasibility studies, and community impact assessments. ○ Review of additional documentation that supports or provides context for the project proposal. ○ Consideration of how collateral information strengthens the rationale for funding approval. ○ infrastructure must be built to the appropriate standards and adhere to applicable legislation. This may include: <ul style="list-style-type: none"> ▪ Municipality of the County of Richmond Municipal Services Design and Construction Specifications; ▪ Standard Specifications for Municipal Services as published by the Nova Scotia Road Builders Association, the Nova Scotia Consulting Engineers Association and the Joint Committee on Contract Documents; ▪ Atlantic Canada Wastewater Guidelines for Collection, Treatment and Disposal; ▪ Atlantic Canada Guidelines for the Supply, Treatment, Storage, Distribution, and Operation of Drinking Water Supply Systems 	10	
<p>Alignment with the overall MOCR Strategic Plan:</p> <ul style="list-style-type: none"> • Assessment factors include, but are not limited to: <ul style="list-style-type: none"> ○ Assessment of the extent to which the project aligns with the key goals, objectives, and priorities outlined in the Municipality of the County of Richmond Strategic Plan. ○ Evaluation of the project's potential to contribute to the strategic outcomes and developmental targets set by the municipality. ○ Consideration of synergies with other ongoing or planned initiatives under the strategic plan to maximize impact and efficiency. 	10	
Maximum Score Possible = 70		Final Score =

Appendix D Cost Eligibility

Eligible costs include:

- engineering services and project management
- construction inspection and administration
- costs of construction and equipment according to the plans and specifications

Ineligible costs include:

- costs incurred prior to approval
- interim financing costs
- non-fixed assets that are not essential for the operation of the infrastructure project
- operation and maintenance costs
- costs of acquiring land
- leasing land, buildings and other facilities
- real estate fees and other costs
- overhead costs, including salaries and other employment benefits of any employees of the applicant
- expenses already cost shared by other funding programs

Appendix E

Project Timeline - Expected

- Submissions are received from August 1st – September 30th of each year.
- All received projects go to Council in October for Stage 1 (Committee of the Whole).
- Projects are reviewed and progress or are denied by Council.
- The project moves to Stage 2 and can take up to 60 days per application, varying for complexity of the proposed project.
- Project moves for Stage 2 Decision in January or February.
- If Council approves, the project moves to an Expression of Interest stage to refine and clearly define the specifics of the eligible proposed costs and funding contributions from the Municipality.
- If completed and willing, the project then moves to a Funding Contract that will bind both parties: the Municipality and the Proponent.



Appendix F Terms and Conditions

Capital Improvement and Development Terms and Conditions

Project: _____

Project #: _____

Proponent: _____

Approved Grant Funding: _____

The following Appendices form part of the Terms and Conditions:

- Appendix B, C - Statement of Work (Presentation and Evaluation of Project/Scope)
- Appendix D - Cost Eligibility

Funding approval for the above-noted project is subject to the acceptance of the following Terms and Conditions:

1. The purpose of this document is to set out the terms and conditions agreed to by the Proponent in relation to the grant funding that the Municipality ("MOCR") provides to the Proponent to support the delivery of the Proponent's project (hereinafter referred to as the "Project"), as described in Schedule A to this document, and as per the application received by the Municipality.

TERM

2. These Terms and Conditions, herein referred to as the "Agreement", come into effect on the date of the Proponent's signature, and end on _____, unless terminated earlier in accordance with this Agreement.
3. The parties may extend the term of this Agreement by written amendment at any time.

TERMINATION

4. This Agreement may be immediately terminated by the Municipality without further liability, damage, or cost, if, in the opinion of the Municipality, the Proponent has breached or defaulted or failed to comply with any of the terms and conditions of this Agreement and has failed to remedy the same after being given 30 days notice in writing to remedy the breach, default or failure.



5. In the event of termination, any funds provided to the Proponent which remain unspent, or which were provided for a deliverable not yet provided at the date of termination or expiration of this Agreement must immediately be returned to the Municipality.
6. The Municipality may immediately terminate the Agreement if any of the following events ("Termination Events") occur, and such termination events are not cured by the Proponent within 30 days of the Municipality providing notice of the Termination event:
 - a. The Proponent has presented false or misleading information or made false representations.
 - b. The Proponent makes a material misrepresentation or omission or provides materially inaccurate information.
 - c. The Proponent's acts or omissions constitute a substantial failure of performance.
7. the Municipality in its sole discretion may extend the curation period outlined in Article 6, if deemed appropriate in the circumstances.

DISPUTE RESOLUTION

8. The Parties will use reasonable efforts to find a satisfactory resolution to any conflict regarding the interpretation or application of this Agreement.
9. The Parties will in good faith endeavour to resolve differences, conflicts or disagreement through direct dialogue and discussion.

ROLES AND RESPONSIBILITIES

10. The approved grant funding amount of \$_____ will be provided to the Proponent by the Municipality following the Proponent's signature on this Agreement, and the delivery of the signed Agreement to the Municipality, and before _____.
11. All references to monetary amounts in this Agreement or any Schedule shall be to Canadian dollars.
12. The grant funding provided by the Municipality under this Agreement is to fund up to 33% of eligible costs for the Project to maximum approved amount. The Proponent must fund the remaining cost of the Project from other sources.
13. The Proponent will use the grant funding for eligible costs as detailed in Schedule B to this Agreement, for the purpose of carrying out the Project as detailed in Schedule A to this Agreement, and for no other purpose.
14. The Proponent will immediately notify and seek approval from the Municipality in writing if it becomes aware of any significant changes in circumstances that may affect the project timelines or scope.
15. The Proponent will be responsible for any costs incurred in carrying out the project over and above the approved amount.



16. The Project must be completed by the end date included in Schedule A (the "End Date") unless otherwise agreed to in writing. If the Project may not be completed by the End Date, the Proponent is responsible to notify the Municipality at least one month prior to the End Date in writing. Rationale for why the project will not be complete by the specified End Date must be included in the notification.
17. The Proponent must submit to the Municipality a Project Closeout Report, Statement of Expenditures (including invoices and proof of payment) and confirmation of project outcomes achieved, as the Proponent identified in the application, for approval within 60 days of the project end date. the Municipality will provide the required reporting templates.
18. The Municipality will request Project Status Reports to monitor project status and identify any risk to schedule, scope, or outcomes.
19. The Proponent will refund to the Municipality any unexpended portion of the grant funding and any amounts expended for purposes other than for those specified in this Agreement.
20. The Proponent shall, without limiting their obligation or liabilities and at the Proponents' own expense, provide, maintain, and pay for, any and all insurance, including that required under the Workers Compensation Board, which it is required by law to carry, or which it considers necessary.
21. If the Proponent engages contractors or subcontractors for the purpose of performing the Proponent's obligations under this Agreement, the Proponent will ensure that it takes prudent and reasonable steps in selecting contractors or subcontractors. The Proponent will ensure that contractors or subcontractors engaged have appropriate commercial general liability insurance, however, such insurance shall not be required by contractor or subcontractors carrying out solely administrative tasks such as research, inspection, or evaluation services.
22. Unless otherwise agreed to, the Proponent shall follow the intent of the Nova Scotia Government Procurement Policy in awarding contracts.
23. Only with the written approval of the Municipality may the Proponent manage the project with its own staff.
24. The Proponent cannot claim any portion of Provincial sales tax, goods and services tax, or harmonized sales tax for which the Proponent is eligible for a rebate, and any other costs eligible for rebates.
25. The Proponent will keep proper and accurate financial accounts and records, including but not limited to its contracts, invoices, statements, receipts, and vouchers, in respect of each Project it participates in for at least six (6) years after the Agreement End Date and that the Province has the contractual right to audit such accounts and records.
26. The Proponent will ensure all Municipal funding provided is only used for eligible project costs as identified in Schedule B (Cost Eligibility).
27. The Proponent shall ensure that the Project is conducted in compliance with all applicable laws.



INDEMNITY

28. The Proponent shall indemnify and hold harmless the Municipality, its Council, employees, servants and agents from and against all damages, costs, losses, expenses (including legal fees), claims, demands, actions, suits or other proceedings of any kind or nature, in relation to the Project, which they, or any of them, may at any time incur or sustain as a result of or arising directly or indirectly and whether by reason of anything done or omitted to be done, as a result of negligence or otherwise, from the performance of any default or delay in the performance of the Proponent's obligations under this Agreement. Notwithstanding the foregoing, the Proponent shall not be liable for any indirect or consequential damages sustained by the Province of Nova Scotia.
29. The Municipality shall not be liable for any loan, capital lease or other long-term obligation in relation to the Project.

CONFLICT OF INTEREST

30. The Proponent confirms and warrants that it will, for the duration of this Agreement, avoid and immediately notify the Municipality of any interest, pecuniary or otherwise, in any business matter that would put it in a real and/or apparent conflict of interest. The Proponent shall immediately notify the Municipality, in writing should any real and/or apparent conflict of interest arise that could have a direct impact on the Municipal contribution to the Project.

AUTHORITY

31. The signatories of this Agreement personally warrant that they have the full power and authority to enter into this Agreement on behalf of their respective principals and that the person signing this Agreement on behalf of each has been properly authorized and empowered. Each party further acknowledges that it has read the Agreement, understands it, and agrees to be bound by it.
32. This Agreement (and any amendments) may be signed in several counterparts. A copy of a signed counterpart may be delivered by fax, PDF email or other electronic means which shows a reproduction of the signature, and the copy will be deemed to be a signed original.
33. All representations and obligations contained in this Agreement on the part of each of the Parties expressly or by nature shall survive the early termination or expiration of this Agreement until they are satisfied or until they expire by nature.
34. **This Agreement must be signed and returned by _____, unless otherwise agreed to in advance by the Municipality. Failure to do so may result in loss of grant funding.**

On behalf of the Proponent, I accept and agree to the above Terms and Conditions for project _____, which was approved for up to 33% of total eligible costs to maximum approved amount of \$_____.00.



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

Name of Person Authorized: _____

To Sign: _____

Title: _____

Organization: _____

Phone: _____

Email: _____

Signature

Date

**Please return a scan of signed Agreement form to the Municipality via the email:
clerk@richmondcounty.ca**

Dog By-Law

Verbal



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: July 30, 2024

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

Dear CAO,

Attached is a grant application from the Seniors Take Action Coalition for the Type 4 – Regional/Health/General Grant Funds in the amount of \$9,400. 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 type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development |
| <input type="checkbox"/> Other: | |

2357 Highway 206
P.O. Box 120
Arichat, NS B0E 1A0

Telephone: (902) 226-3973
Fax: (902) 226-0295



Grant/Funding Application

Organization Legal Name Seniors Take Action Coalition of Richmond County	Contact Person Dorothy R Barnard
Position in Organization Board Chair	Email [Redacted]
	Telephone [Redacted]
Mailing Address [Redacted]	
Signature Dorothy R Barnard	Date July 16, 2024

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 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 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 your applications to:

Jason Martell, Chief Financial Officer
P.O. Box 120, 2357 Highway 206,
Arichat, NS B0E 1A0

jmartell@richmondcounty.ca

Telephone: 902-226-3973 Fax: 902-226-0295



Grant/Funding Application

Organization Legal Name		Contact Person	
Seniors Take Action Coalition of Richmond County		Dorothy R Barnard	
Position in Organization	Email	Telephone	
Board Chair			
Mailing Address			
Signature		Date	
		July 16, 2024	

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 type="checkbox"/>
Only complete Section B (page 3)	
Type 3 Recreation/Sponsorship	<input 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.
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- iv) The Municipality of the County of Richmond reserves the right to deny any application based on a financial needs assessment.
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- 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 your applications to:

Jason Martell, Chief Financial Officer
P.O. Box 120, 2357 Highway 206,
Arichat, NS B0E 1A0
jmartell@richmondcounty.ca

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.

The Seniors Take Action Coalition (STAC) is committed to promoting age-friendly communities within Richmond County. We are well situated to assist the Municipality in achieving its aim of an age friendly Richmond County. Since 2016, we have raised issues that impact older adults; we have celebrated their lives and contributions to our area. We have members from various seniors' clubs, community organizations, NS Health, Retired Teachers Association, Réseau Sante Nouvelle Ecosse, the Municipality of Richmond County, and other community members passionate about issues that affect the well-being of older adults. Our board members are all older adults and active in other volunteer roles. In 2023, we became incorporated and subsequently merged with the Richmond County Seniors' Council to create a strong organization capable of representing and advocating for Richmond County seniors and age-friendly communities. We have a Facebook group with over 740 members where information is shared almost daily. In the spring of 2021, we launched a newsletter 'Better with Age' which is published quarterly. Our monthly calendar is shared widely featuring events and activities of interest to older adults. We contribute content to the Resource Section on the Municipal website. Forty-six percent of the population of Richmond County is over 55 years of age. We believe as strong advocates, we can increase awareness about, and emphasize the importance of, age-friendly communities. We also believe that we need to work together collaboratively to improve the overall health of our communities. As a volunteer run, non-profit Joint Stocks Registered organization, we can apply for grants to support our work. However, most grants are for projects and not core funding.

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

With core funding, we could hire a person to support our work and make an even greater impact in promoting an age-friendly Richmond County. This person would assist with monitoring projects and provide general administrative support. The funding would also be used for travel to communities, planning events, pursuing other funding opportunities, promotional materials and meeting expenses.

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



Additional Information Sheet

Budget

Coordinator contract – \$5000

(125 hours @ \$40.00 an hour; approximately 15-20 hours /month)

Travel- \$1400

Meeting Expenses- \$800

Promotional Materials – copying \$1600

Office expenses - \$600

Total – \$9400.00

Seniors Take Action Coalition

Cumulative Income Statement

April 1 to July 15, 2024

	\$8 533,41 Consolidated	\$1 783,41 STAC (1)	\$4 750,00 Imagine (2)	\$2 000,00 Community Links (3)	\$0,00 AFC (4)	\$0,00 Summer Job (5)
Revenue						
Grants	\$28 344,00	\$0,00	\$0,00	\$0,00	\$24 700,00	\$3 644,00
Membership Fees	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Contributions & Sponsorship	\$750,00	\$0,00	\$750,00	\$0,00	\$0,00	\$0,00
Fundraising	\$284,50	\$284,50	\$0,00	\$0,00	\$0,00	\$0,00
Interest	\$5,49	\$5,49	\$0,00	\$0,00	\$0,00	\$0,00
A. Total Revenue	\$29 383,99	\$289,99	\$750,00	\$0,00	\$24 700,00	\$3 644,00
Expenses						
Salaries and Benefits	\$5 428,30	\$0,00	\$0,00	\$0,00	\$0,00	\$5 428,30
Professional Fees	\$3 750,00	\$0,00	\$1 700,00	\$1 650,00	\$400,00	\$0,00
Traveling Expenses	\$630,24	\$246,54	\$383,70	\$0,00	\$0,00	\$0,00
Advertizing & Promotion	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Office Rental	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Insurance	\$990,00	\$990,00	\$0,00	\$0,00	\$0,00	\$0,00
Office Supplies	\$117,89	\$0,00	\$49,16	\$0,00	\$0,00	\$0,00
Activities	\$2 502,00	\$170,00	\$2 332,00	\$68,73	\$0,00	\$0,00
Banking Fees	\$10,50	\$10,50	\$0,00	\$0,00	\$0,00	\$0,00
Membership Dues	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Legal Fees (R.J.S.)	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Donations	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Miscellaneous	\$29,87	\$29,87	\$0,00	\$0,00	\$0,00	\$0,00
B. Total Expenses	\$7 630,50	\$1 446,91	\$4 464,86	\$1 718,73	\$400,00	\$5 428,30
C. Net Income (Loss) (A - B = C)	\$21 753,49	-\$1 156,92	-\$3 714,86	-\$1 718,73	\$24 300,00	-\$1 784,30
D. Income or loss, preceding year	\$8 533,41	1 783,41 \$	4 750,00 \$	2 000,00 \$	0,00 \$	0,00 \$
E. Income or loss, year end (C + D = E)	\$30 286,90	\$626,49	\$1 035,14	\$281,27	\$24 300,00	-\$1 784,30

Seniors Take Action Coalition

Cumulative Income Statement

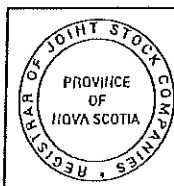
April 1 to July 15, 2024

	\$8 533,41 Consolidated	\$1 783,41 STAC (1)	\$4 750,00 Imagine (2)	\$2 000,00 Community Links (3)	\$0,00 AFC (4)	\$0,00 Summer Job (5)
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Office Rental	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Insurance	\$990,00	\$990,00	\$0,00	\$0,00	\$0,00	\$0,00
Office Supplies	\$117,89	\$0,00	\$49,16	\$0,00	\$0,00	\$0,00
Activities	\$2 502,00	\$170,00	\$2 332,00	\$68,73	\$0,00	\$0,00
Banking Fees	\$10,50	\$10,50	\$0,00	\$0,00	\$0,00	\$0,00
Membership Dues	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Legal Fees (R.J.S.)	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Donations	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00	\$0,00
Miscellaneous	\$29,87	\$29,87	\$0,00	\$0,00	\$0,00	\$0,00
B. Total Expenses	\$7 630,50	\$1 446,91	\$4 464,86	\$1 718,73	\$400,00	\$5 428,30
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E. Income or loss, year end (C + D = E)	\$30 286,90	\$626,49	\$1 035,14	\$281,27	\$24 300,00	-\$1 784,30

**Seniors Take Action Coalition of Richmond County
Annual Operating Budget 2024-2025
April 1, 2024 to March 31, 2025**

	BUDGET	ACTUAL
REVENUES		
Age-Friendly Grant	24,700	24,700
Federal Summer Student Grant	3,644	3644
Conference Sponsors	750	750
FundRaising - 50/50 Draw	600	
Interest Income		
Deferred Conference Sponsorship 2023	4750	4750
Community Microgrant Deferred- 2023	2000	2000
Total	\$36,444	
EXPENSES		
Seniors Centre Without Walls- AFG		
Coordinator Fees	12,000	
Coordinator Travel Costs	2,000	
Presenter Fees/Honorariums	1,000	
Newsletter Honorariums	2000	
Food and Refreshments	800	
Printing	900	
Participant Support - Travel	500	
Mental Health First Aid Training and Workshops	5400	
Total	\$24,700	
Imagine the Possibilities Conference		
Presenter Honorariums	500	500
Presenter Travel	200	150
Presenter accommodations	200	138
Hall Rental	100	100
Food and Refreshments	2500	2232
Printing and Office Supplies	100	49.16
Planning and Facilitator Fees	1200	1200
Facilitator Travel	100	95.70
Total	\$4,900	4464.86
General Administration Fees		
Printing/Promotional Materials	1600	
Summer Student Wages and Benefits	3644	
Office Supplies	600	

Telecommunication	200	
Director Insurance	1000	990.00
Legal NS Registry Fees	50.00	
Subscriptions-	300.00	
Banking Fees	50.00	
Miscellaneous- NS Federation of Seniors Annual Fee (25.00)	100.00	
Total	\$7,544	
Board Travel Expenses		
Federation AGM Hotels and Meals	250	246.55
AGM Registration for 2 delegates	170.00	170
Total	\$420.00	
Community Links Grant		
Newsletter Production Costs Coordinator and Honorariums Fee	1650	1650
Printing	100	
Admin Fees	247.50	
Total	\$1,947.50	
Total Budget	\$39,511,50	
Deficit	- \$3,067.50	



Electronically signed by:
Office of the Registrar of Joint Stock Companies
Date: 31 July 2023 00:02 ADT
Location: Nova Scotia, Canada
Contact: rjsc@novascotia.ca

Certificate of Incorporation

Societies Act

Registry ID

4527803

Name of Society

SENIORS TAKE ACTION COALITION OF RICHMOND COUNTY

I hereby certify that SENIORS TAKE ACTION COALITION OF RICHMOND COUNTY was incorporated under the Societies Act and that the liability of the members is limited.

Registrar of Joint Stock Companies

July 16, 2023

Date of Incorporation


NOVA SCOTIA

Application to Incorporate

Entity Details

Name	SENIORS TAKE ACTION COALITION OF RICHMOND COUNTY
Entity Type	Society
Requested Date	31 July 2023
Comment	activities to help seniors

Business Address

Civic Address

Mailing Address

Memorandum of Association

Memorandum of Association System Generated Memorandum

Subscribers

Name DOROTHY R BARNARD

Civic Address

CANADA

Name ROBERT GOYETCHE

Civic Address

Name JANINE LACROIX

Civic Address

Name MARLENE LEBLANC

Civic Address

Name HOWARD MACINTYRE

Civic Address

[REDACTED]

Name

DEBBIE SAMSON

Civic Address

[REDACTED]

Name

RENE SAMSON

Civic Address

[REDACTED]

Name

CLAIRE DOYLE

Civic Address

[REDACTED]

By-Laws

By-laws

Standard set

Directors and Officers

Name

DOROTHY R BARNARD

Role

Director

Civic Address

[REDACTED]

Name

ROBERT GOYETCHE

Role

Director

Civic Address

[REDACTED]

Name

JANINE LACROIX

Role

Director

Civic Address

[REDACTED]

Name

MARLENE LEBLANC

Role

Director

Civic Address

[REDACTED]

Name

HOWARD MACINTYRE

Role Director

Civic Address

[REDACTED]

Name

DEBBIE SAMSON

Role

Director

Civic Address

[REDACTED]

Name

RENE SAMSON

Role

Director

Civic Address

[REDACTED]

Name

CLAIRE DOYLE

Role

Director

Civic Address

[REDACTED]

Recognized Agent

Name

DOROTHY BARNARD

Civic Address

[REDACTED]

Mailing Address

Submission Attachments

Memorandum of Association

Bylaws

Confirmation

I hereby confirm that I am authorized to submit this filing and that the information is true to the best of my knowledge. I understand that it is an offence to knowingly provide false or incorrect information.

Submitter

Dorothy Barnard



Registry of Joint Stock Companies

Date 16 July 2023

Dorothy Barnard

Receipt Num TR796781

Customer Ref. CT67934

H.S.T. # R125030429

Receipt

Sub Num	Name	Transaction Type	Registry ID	Total Cost CA\$
SR400449	SENIORS TAKE ACTION COALITION OF RICHMOND COUNTY	Society Incorporation	4527803	\$43.60
Total				\$43.60

The payment was made against the account: AC1154

Transaction Type	Transaction Type	Tran Amount CA\$
Credit/Debit Card		\$43.60
Total Due/Paid		\$43.60



THE MUNICIPALITY
OF THE COUNTY OF
RICHMOND

LA MUNICIPALITÉ
DU COMTÉ DE

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: July 30, 2024

RE: Type 3 C3 – Sponsorship Grant

Dear CAO,

Attached is a grant application from the Festival Acadien de Petit-de-Grat for Sponsorship Grant Funds in the amount of \$500. 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 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

Organization Legal Name Festival Acadien de Petit-de-Grat		Contact Person Monique Witzell	
Position in Organization Secrétaire	Email monique.witzell@csap.ca	Telephone [REDACTED]	
Mailing Address 3435, NS-206, Petit-de-Grat, NS B0E 2L0			
Signature monique witzell <small>Signature numérique de monique witzell Date : 2024.06.05 13:49:16 -03'00'</small>		Date june 5th, 2024	

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

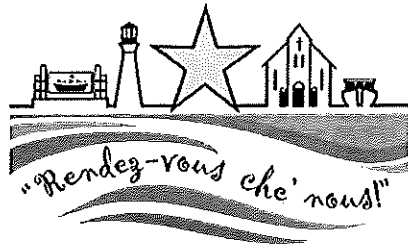
Please check the box corresponding to the grant for which you are requesting funding.

Type 1	Infrastructure	<input type="checkbox"/>
Only complete Section A (page 2)		
Type 2	Start-up Activity	<input type="radio"/>
Only complete Section B (page 3)		
Type 3	Recreation/Sponsorship	<input checked="" type="radio"/>
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 type="radio"/>
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



Festival acadien de Petit De Grat
435 Route 206, C.P. 298
Petit De Grat, NÉ B0E 2L0

Le 8 mai 2024

May 8, 2024

A qui de droit :

To whom it may concern:

Cette année, comme dans le passé, la société du Festival acadien de Petit de Grat vient, par la présente, faire appel à La Municipalité conté de Richmond pour une contribution monétaire pour nous aider à couvrir les dépenses du 52e Festival acadien. La planification est déjà entamée et nous avons une belle programmation en vue!

This year, as in the past, the organizing committee of the Acadian Festival of Petit De Grat, is seeking support on behalf of the Municipality of the County of Richmond in the form of a monetary donation to assist with the cost of hosting our 52nd edition of the Acadian festival. The planning has begun and is underway for this years' events, and we have a great program lined up!

On vous assure que chaque don que nous recevons est apprécié et votre entreprise sera remerciée et identifiée sur toutes nos plateformes de médias sociaux pendant toute la semaine du festival. On vous invite à consulter le plan de partenariat pour connaître les niveaux de soutien et la visibilité qui vous sera offerte. C'est avec toute sincérité que nous vous remercions pour votre appui continu du Festival, nous y serons toujours reconnaissants.

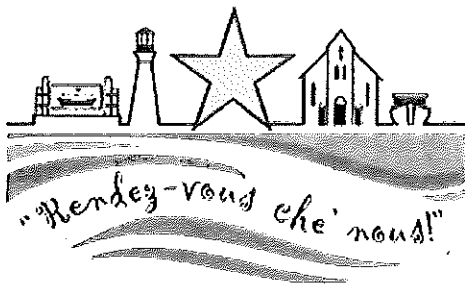
We can assure you all donations are very much appreciated, and your company/organization will be well recognized and thanked on our social media platforms throughout the entire week of the festival. We invite you to consult the attached partnership proposal that indicates the various levels of sponsorship and the visibility offered. We sincerely thank you for your continued support and look forward to working together this year.

Si vous avez des questions, n'hésitez pas à me communiquer au 613-401-8458. Je vous prie d'agréer l'expression de sentiments les meilleurs.

If you have any questions, please do not hesitate to call me at 613-401-8458. The committee wishes to extend our appreciation for your support.

Rochelle Heudes

Présidente Festival acadien de Petit de Grat /
President Acadien Festival of Petit de Grat



Partnership opportunities

FESTIVAL
acadien
de Petit-de-Grat



Level Gold Star - \$ 1500

- T'Cha Fest presenter – festival concert and fireworks with verbal recognition during the event
- 24"x36" banner of your company in the main hall of La Picasse for the duration of the festival
- Logo inside the Festival pamphlet next to the sponsored event
- A large advertisement on the Festival pamphlet cover
- Free entry for a family of 4 (2 adults & 2 children) to the opening ceremony
- 2 tickets for the Festival brunch
- Recognition of your generosity on Festival social media platforms



Level Blue Star - \$ 1000

- Presenter of Family Day or the Festival brunch with verbal recognition during the event.
- 24"x36" banner of your company in the main hall of La Picasse for the duration of the festival
- logo inside the Festival pamphlet next to the sponsored event
- An advertisement on the outer side of the pamphlet
- Free entry for a family of 4 (2 adults & 2 children) to the opening ceremony
- recognition of your generosity on Festival social media platforms



Level White Star - \$ 500

- Presenter of the Diner Theatre or the opening night event
- 24"x36" banner of your company in the main hall of La Picasse for the duration of the festival
- Logo inside the Festival pamphlet next to the sponsored event
- A medium sized advertisement on the outer side of the pamphlet
- Recognition of your generosity on Festival social media platforms

For any questions or to reserve your spot as a Festival partner, please contact La Picasse at (902) 226-0143

Level Red Star - \$250

- A medium sized advertisement on the outer side of the pamphlet
- Recognition of your generosity on Festival social media platforms

Donation - \$ 100

- Your logo on Festival social media platforms



FESTIVAL acadien de Petit-de-Grat

Plan de partenariat



Niveau l'étoile Or - 1500\$

- Présentateur du T'Cha Fest - spectacle et feu d'artifice du festival avec reconnaissance verbale lors de l'événement
- bannière 24"x36" de votre compagnie dans la grande salle de la Picasse pendant la durée du festival
- logo à l'intérieur du pamphlet du Festival à côté de l'événement parrainée
- Une grande annonce publicitaire à l'extérieur du pamphlet
- Entrée gratuite pour une famille de 4 (2 adultes & 2 enfants) à la cérémonie d'ouverture
- 2 billets pour le brunch du Festival
- reconnaissance de votre générosité sur les plateformes de médias sociaux de Festival



Niveau l'étoile Bleue - 1000\$

- Présentateur de la Journée des familles ou le brunch du Festival avec reconnaissance verbale lors de l'événement.
- bannière 24"x36" de votre compagnie dans la grande salle de la Picasse pendant la durée du festival
- logo à l'intérieur du pamphlet du Festival à côté de l'événement parrainée
- Une annonce publicitaire moyenne à l'extérieur du pamphlet
- Entrée gratuite pour une famille de 4 (2 adultes & 2 enfants) à la cérémonie d'ouverture
- reconnaissance de votre générosité sur les plateformes de médias sociaux de Festival



Niveau l'étoile Blanche - 500\$

- Présentateur du Souper & Spectacle ou la soirée d'ouverture
- bannière 24"x36" de votre compagnie dans la grande salle de la Picasse pendant la durée du festival
- logo à l'intérieur du pamphlet du Festival à côté de l'événement parrainée
- Une annonce publicitaire moyenne à l'extérieur du pamphlet
- reconnaissance de votre générosité sur les plateformes de médias sociaux de Festival

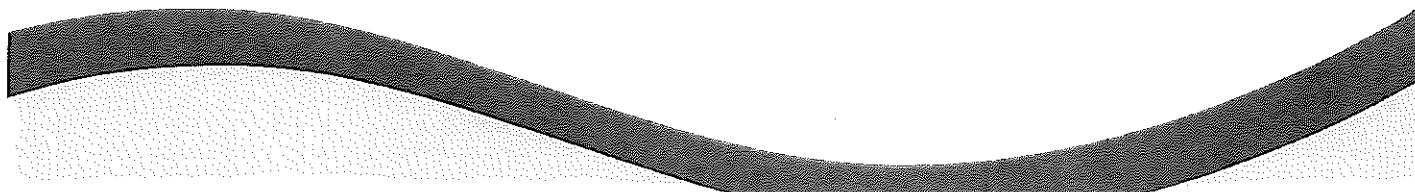


Niveau l'étoile Rouge - 250 \$

- Une annonce publicitaire moyenne à l'extérieur du pamphlet
- reconnaissance de votre générosité sur les plateformes de médias sociaux de Festival

Donation générale - 100\$

- Votre logo sur les plateformes de médias sociaux



Grant Type
3



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

Section C3 - SPONSORSHIPS - Maximum of \$500

- 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 proposed sponsored event/activity

Please describe the proposed sponsored event/activity in as much detail as possible.

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

(This area is intentionally left blank for the applicant to provide details.)

Event/Sponsorship budget

Cost of the event		Financing the project/Other revenue	
Materials/Equipment	\$ 21,521.00	Organization/Individual costs	\$ 16,607.00
Registration	\$ 1,390.00	Other Sponsorships:	\$ 5,000.00
Other Costs	\$ 4,196.00	Other Funding (Specify):	\$ 5,000.00
Specify:		Funding requested from Municipality	\$ 500.00
		If approved, funds must be spent by March 31.	
TOTAL	\$ 27,107.00	TOTAL	\$ 27,107.00

Festival Acadien Revenue and Expense Statement 2023/2024

Opening Balance \$20,638.96

Revenue:

Lotterie	\$4,000.00
Pamphlets	\$1,500.00
ESDC student	\$3,475.00
sponsors	\$1,760.00
Cost sharing Picasse	\$3,285.56
misc. clothing sale	\$40.00
50/50	\$172.50
Tcha fest BBQ	\$1,042.40
breakfast	\$4,128.00
Wine and Cheese	\$2,165.00
Total Revenue	\$21,568.45

Expenses:

Lotterie prizes	\$2,000.00
Summer Student	\$4,296.80
rent, decor, printer, etc	\$1,434.55
Canada post	\$130.46
Radio Richmond	\$575.00
Bursaries	\$500.00
Insurance	\$1,390.00
Decorations	\$297.47
bank fees	\$16.25
wine and cheese	\$625.39
Entertainment + fireworks	\$972.50
Children's activities	\$1,794.70
Breakfast	\$2,178.74
TCha Fest	\$10,799.39
Clean up	\$50.00
Prizes	\$46.00
Total Expenses	\$27,107.25



Service Nova Scotia

Registry of Joint Stock Companies

Financial Reports
Societies Act
Page 2 of 2

BALANCE SHEET FOR

Société du Festival acadien de Petit-de-Grat
(society name)

for the fiscal period ending

2024/03/31

(yyyy/mm/dd)

Assets

Current Assets

Cash and deposits 21,568.45

Accounts receivable _____

Prepaid expenses _____

Capital/Fixed Assets

Equipment _____

Land and buildings _____

Other capital/fixed Assets _____

A. Total Assets21,568.45**Liabilities**

Current liabilities

Amounts payable 27,107.35

Taxes payable _____

Long Term Debt

Mortgage _____

Other _____

B. Total Liabilities27,107.35**Equity**

Retained earnings/deficit -5,538.90

General reserve _____

C. Total Equity-5,538.90**Total Liabilities and Equity (A must equal B + C)**21,568.45

DIRECTORS

INDICATE ANY CHANGES (NO P.O. BOX)

BETTY-ANNE DAVID

[REDACTED]

CLAUDIA MARCHAND

[REDACTED]

DON FOUGERE

[REDACTED]

MONIQUE MARCHAND

[REDACTED]

RED A SAMSON

[REDACTED]

ROCHELLE HEUDES

[REDACTED]

VANESSA ROY-SAVOIE

[REDACTED]

WARREN OLSEN

[REDACTED]

OFFICERS

INDICATE ANY CHANGES (NO P.O. BOX)

VANESSA ROY-SAVOIE

[REDACTED]

Office Held: SECRETAIRE

MONIQUE MARCHAND

[REDACTED]

Office Held: VICE PRESIDENTE

STATEMENT OF INCOME AND EXPENDITURES FOR

Société du Festival acadien de Petit-de-Grat

(society name)

for the fiscal period ending

2024/03/31

(yyyy/mm/dd)

Income

Membership fees	10,718. ⁰⁵
Fund raising	3,475. ⁰⁰
Other revenue (Grants / ESDC)	7,375. ⁴⁰
Other revenue (Event tickets, sales) misc. clothing	21,568. ⁴⁵
A. Total Income	

Expenditures

Administration Prizes	21,568. ⁹⁵
Education and training (Bur salaries)	500. ⁰⁰
Insurance	1,390. ⁰⁰
Professional fees (Bank charges)	16. ²⁵
Salaries (Summer student)	4,296. ⁸⁰
Other expenditures (food, décor, Entertainment)	15,766. ⁸¹
Other expenditures (Rent, equipment, ads)	2,980. ⁴⁴
B. Total Expenditures	27,107. ²⁵
C. Net Surplus or (Deficit) (A - B = C)	-5,538. ⁸⁰
D. Surplus or (Deficit), beginning of year	20,638. ⁹⁶
E. Surplus or (Deficit), end of year (C + D = E)	15,100. ¹⁶

Current Director: _____ Signature: _____
(name)

Current Director: _____ Signature: _____
(name)

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(30\)](#)

Reg. Number
1251401

Reg. Name
SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

Type
Society

Status	Effective Date
Active	11-Jun-2024

Registration
07-Jul-1980

Next Annual Return
31-Jul-2024

Addresses

Reg. Address

3435 ROUTE 206, C.P. 298, PETIT DE GRAT, NOVA SCOTIA, B0E 2L0, CANADA

Rating Address

3435 ROUTE 206, C.P. 298, PETIT DE GRAT, NOVA SCOTIA, B0E 2L0, CANADA

OCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

Profile Previous Names Relationships Events (30)

Name	Relationship	Effective From
BETTY-ANNE DAVID	Director	23-May-2019

Name	Relationship	Effective From
MONIQUE MARCHAND	Director	23-May-2019

Name	Relationship	Effective From
ROCHELLE HEUDES	Director	02-May-2022

Name	Relationship	Effective From
VANESSA ROY-SAVOIE	Director	02-May-2022

Name	Relationship	Effective From
RED A SAMSON	Director	02-May-2022

OCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

Profile Previous Names Relationships Events (30)

<p><small>Name</small> WARREN OLSEN</p>	<p><small>Relationship</small> Director</p>	<p><small>Effective From</small> 02-May-2022</p>
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<p><small>Name</small> CLAUDIA MARCHAND</p>	<p><small>Relationship</small> Director</p>	<p><small>Effective From</small> 02-May-2022</p>
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<p><small>Name</small> DON FOUGERE</p>	<p><small>Relationship</small> Director</p>	<p><small>Effective From</small> 02-May-2022</p>
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<p><small>Name</small> BETTY-ANNE DAVID</p>	<p><small>Relationship</small> Officer(Treasurer)</p>	<p><small>Effective From</small> 23-May-2019</p>
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<p><small>Name</small> MONIQUE MARCHAND</p>	<p><small>Relationship</small> Officer(VICE PRESIDENTE)</p>	<p><small>Effective From</small> 23-May-2019</p>
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SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

Profile Previous Names Relationships Events (30)

Name: **ROCHELLE HEUDES** Relationship: **Officer(PRESIDENTE)** End Date From: **02-May-2022**

Name: **VANESSA ROY-SAVOIE** Relationship: **Officer(SECRETAIRE)** End Date From: **02-May-2022**

Name: **SHELLEY FERDAIS** Relationship: **Officer(Treasurer)** End Date From: **11-Jun-2024**

Name: **BETTY-ANNE DAVID** Relationship: **Recognized Agent** End Date From: **23-May-2019**



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: July 30, 2024

RE: Type 3 C1 – Physical Activity

Dear CAO,

Attached is a grant application from the Festival Acadien de Petit-de-Grat for Physical Activity Grant Funds in the amount of \$1,000. 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 type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development |
| <input type="checkbox"/> Other: | |

2357 Highway 206
P.O. Box 120
Arichat, NS B0E 1A0

Telephone: (902) 226-3973
Fax: (902) 226-0295



Grant/Funding Application

Organization Legal Name Festival Acadien de Petit-de-Grat		Contact Person Monique Witzell	
Position in Organization Secrétaire	Email monique.witzell@csap.ca	Telephone [REDACTED]	
Mailing Address 3435, NS-206, Petit-de-Grat, NS B0E 2L0			
Signature monique witzell <small>Signature numérique de monique witzell Date : 2024.05.05 13:49:16 -03'00'</small>		Date June 5th, 2024	

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 type="radio"/>
Only complete Section B (page 3)		
Type 3	Recreation/Sponsorship	<input checked="" type="radio"/>
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 type="radio"/>
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
3



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

Section C1 - PHYSICAL ACTIVITY - 50% of costs, Maximum of \$1,000 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

Overview of Project/Activity

Please describe the project/activity in as much detail as possible.

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

For the past 52 years le Festival acadien de Petit de Grat has been celebrating the acadien culture by hosting a variety of activities for the community. As always we place a huge importance on the implication of our youth and look to promote our culture through fun traditions such as "childrens parade and activities". This day has always been free of cost to the families and includes a variety of outdoor games (sports, bouncy castles, obstacle races). The children's parade festivities (on foot or by bike), BBQ and entertainment (gymnastics display). This years children's day will include an evening concert organized and put on by youth theater group full of energy.

Impact/Reach of Project/Activity

Who will be benefit from this project or activity?

The benefits of this day will span generations, as in previous year's attendance reaches well over 120 participants young and old. The gathering of the acadian community through celebration is very impactful as it creates memories, anchors traditions and promotes the acadian culture and language. Because of the demographics of our area the implication of our youth in planning, organization and participation of the festival is very important in the preservation of our culture.

Event/Activity budget

Cost of the project		Financing the project/Other revenue	
Capital Costs		Organization's costs	\$ 16,607.00
Labour	\$ 8,000.00	Have you had to borrow for this project?	<input type="checkbox"/> Yes <input checked="" type="radio"/> No
Materials		Loan/Debt	
Other Costs	\$ 19,107.00	Other Funding (Specify):	\$ 9,500.00
Specify:		Funding requested from Municipality	\$ 1,000.00
		If approved, funds must be spent by March 31.	
TOTAL	\$ 27,107.00	TOTAL	\$ 27,107.00

Festival Acadien Revenue and Expense Statement 2023/2024

Opening Balance **\$20,638.96**

Revenue:

Lotterie	\$4,000.00
Pamphlets	\$1,500.00
ESDC student	\$3,475.00
sponsors	\$1,760.00
Cost sharing Picasse	\$3,285.55
misc. clothing sale	\$40.00
50/50	\$172.50
T'cha fest BBQ	\$1,042.40
breakfast	\$4,128.00
Wine and Cheese	\$2,165.00
Total Revenue	\$21,568.45

Expenses:

Lotterie prizes	\$2,000.00
Summer Student	\$4,296.80
rent, decor, printer, etc	\$1,434.55
Canada post	\$130.46
Radio Richmond	\$575.00
Bursaries	\$500.00
insurance	\$1,390.00
Decorations	\$297.47
bank fees	\$16.25
wine and cheese	\$625.39
Entertainment + fireworks	\$972.50
Children's activities	\$1,794.70
Breakfast	\$2,178.74
T'Cha Fest	\$10,799.39
Clean up	\$50.00
Prizes	\$46.00
Total Expenses	\$27,107.25



Service Nova Scotia

Registry of Joint Stock Companies

Financial Reports
Societies Act
Page 2 of 2

BALANCE SHEET FOR

Société du Festival acadien de Petit-de-Croix

(society name)

for the fiscal period ending

2024/03/31

(yyyy/mm/dd)

Assets

Current Assets

Cash and deposits

21,568.45

Accounts receivable

Prepaid expenses

Capital/Fixed Assets

Equipment

Land and buildings

Other capital/fixed Assets

A. Total Assets

21,568.45

Liabilities

Current liabilities

Amounts payable

27,107.35

Taxes payable

Long Term Debt

Mortgage

Other

B. Total Liabilities

27,107.35

Equity

Retained earnings/deficit

-5,538.90

General reserve

C. Total Equity

-5,538.90

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

21,568.45

DIRECTORS

INDICATE ANY CHANGES (NO P.O. BOX)

BETTY-ANNE DAVID
[REDACTED]

CLAUDIA MARCHAND
[REDACTED]

DON FOUGERE
[REDACTED]

MONIQUE MARCHAND
[REDACTED]

RED A SAMSON
[REDACTED]

ROCHELLE HEUDES
[REDACTED]

VANESSA ROY-SAVOIE
[REDACTED]

WARREN OLSEN
[REDACTED]

OFFICERS

INDICATE ANY CHANGES (NO P.O. BOX)

VANESSA ROY-SAVOIE
[REDACTED]

Office Held: SECRETAIRE

MONIQUE MARCHAND
[REDACTED]

Office Held: VICE PRESIDENTE

STATEMENT OF INCOME AND EXPENDITURES FOR

Société du Festival acadien de Petit-de-Grat

(society name)

for the fiscal period ending

2024/03/31

(yyyy/mm/dd)

Income

Membership fees	<u>10,718.⁰⁵</u>
Fund raising	3,475. ⁰⁰
Other revenue (Grants / GSDC)	<u>7,375.⁴⁰</u>
Other revenue (Event tickets, sales, misc. clothing)	21,568. ⁴⁵
A. Total Income	

Expenditures

Administration Prizes	<u>2,156.⁹⁵</u>
Education and training (Bursaries)	500. ⁰⁰
Insurance	<u>1,390.⁰⁰</u>
Professional fees (Bank charges)	16. ²⁵
Salaries (Summer student)	<u>4,296.⁸⁰</u>
Other expenditures (food, decor, Entertainment)	15,766. ⁸¹
Other expenditures (Rent, equipment, ads)	<u>2,980.⁴⁴</u>
B. Total Expenditures	27,107. ²⁵
C. Net Surplus or (Deficit) (A - B = C)	-5,538. ⁸⁰
D. Surplus or (Deficit), beginning of year	<u>20,638.⁹⁶</u>
E. Surplus or (Deficit), end of year (C + D = E)	15,100. ¹⁶

Current Director: _____ Signature: _____
(name)

Current Director: _____ Signature: _____
(name)

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(30\)](#)

Reg. Number

1251401

Reg. Name

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

Type

Society

Status

Active

Effective Date

11-Jun-2024

Registered on

07-Jul-1980

Next Annual Return

31-Jul-2024

Addresses

Reg. Address

3435 ROUTE 206, C.P. 298, PETIT DE GRAT, NOVA SCOTIA, B0E 2L0, CANADA

Mailing Address

3435 ROUTE 206, C.P. 298, PETIT DE GRAT, NOVA SCOTIA, B0E 2L0, CANADA

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(30\)](#)

Reg. Number

1251401

Reg. Name

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

Type

Society

Status

Active

Effective Date

11-Jun-2024

Registered on

07-Jul-1980

Next Annual Return

31-Jul-2024

Addresses

Reg. Address

3435 ROUTE 206, C.P. 298, PETIT DE GRAT, NOVA SCOTIA, B0E 2L0, CANADA

Mailing Address

3435 ROUTE 206, C.P. 298, PETIT DE GRAT, NOVA SCOTIA, B0E 2L0, CANADA

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(30\)](#)

Name	Relationship	Effective From
BETTY-ANNE DAVID	Director	23-May-2019

Name	Relationship	Effective From
MONIQUE MARCHAND	Director	23-May-2019

Name	Relationship	Effective From
ROCHELLE HEUDES	Director	02-May-2022

Name	Relationship	Effective From
VANESSA ROY-SAVOIE	Director	02-May-2022

Name	Relationship	Effective From
RED A SAMSON	Director	02-May-2022



SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(30\)](#)

Name	Relationship	Effective From
WARREN OLSEN	Director	02-May-2022

Name	Relationship	Effective From
CLAUDIA MARCHAND	Director	02-May-2022

Name	Relationship	Effective From
DON FOUGERE	Director	02-May-2022

Name	Relationship	Effective From
BETTY-ANNE DAVID	Officer(Treasurer)	23-May-2019

Name	Relationship	Effective From
MONIQUE MARCHAND	Officer(VICE PRESIDENTE)	23-May-2019

SOCIÉTÉ DU FESTIVAL ACADIEN DE PETIT DE GRAT

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(30\)](#)

Name	Relationship	Effective From
ROCHELLE HEUDES	Officer(PRESIDENTE)	02-May-2022

Name	Relationship	Effective From
VANESSA ROY-SAVOIE	Officer(SECRETAIRE)	02-May-2022

Name	Relationship	Effective From
SHELLEY FERDAIS	Officer(Treasurer)	11-Jun-2024

Name	Relationship	Effective From
BETTY-ANNE DAVID	Recognized Agent	23-May-2019



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: July 30, 2024

RE: Type 3 C3 – Sponsorship Grant

Dear CAO,

Attached is a grant application from the D'Escousse Civic Improvement Society for Sponsorship Grant Funds in the amount of \$500. 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 type="checkbox"/> Age Friendly Initiative | <input type="checkbox"/> Trails Development Strategy |
| <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Waterfront Development |

Other:

2357 Highway 206
P.O. Box 120
Arichat, NS B0E 1A0

Telephone: (902) 226-3973
Fax: (902) 226-0295



Grant/Funding Application

Organization Legal Name D'Escousse Civic Improvement Society		Contact Person Lois Landry	
Position in Organization Volunteer	Email	Telephone	
Mailing Address			
Signature Lois Landry <small>Digitally signed by Lois Landry Date: 2024.07.28 14:13:34 -0300</small>		Date July 28, 2024	

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 type="radio"/>
Only complete Section B (page 3)	
Type 3 Recreation/Sponsorship	<input checked="" type="radio"/>
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 type="radio"/>
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



Section C3 - SPONSORSHIPS - Maximum of \$500

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 proposed sponsored event/activity

Please describe the proposed sponsored event/activity in as much detail as possible.
If you need additional space please use the Additional Information Sheet attached to this application.

Regarding Checklist above: First two are from Registry of Joint Stocks. The Annual Financial Statements are those that were passed during the most recent AGM in March. The minutes for that meeting are attached. They are more extensive than the template that was provided, but provides the same information - just in more detail.

The DCIS does not have a budget for the current fiscal year. A new roof may be needed and heat pumps are becoming more and more necessary as the summers warm up. Quotes for those are being secured, and discussions with roofers are ongoing to see if the roof can be repaired as opposed to replaced. As such, the plan is to save up to spend on those two projects as the quotes come in. A more detailed budget is not available at this time.

Regarding the event: Isle Madame is one of four recipients for the Community Spirit Award through the Department of Communities, Culture, Tourism, and Heritage, in conjunction with the Lieutenant Governor's office. As part of the award, a ceremony is held to officially award the community. That is being held in D'Escousse on August 31, 2024. A 30 minute ceremony is required, with the LG in attendance. A reception is to follow, which will require food, tea/coffee, and decorating. A committee representing all 10 halls on the Island has been struck, and we are looking for sponsorship from the Municipality, in the amount of \$500 to offset the cost of hosting this event. We are also required to display the award (a crystal piece of art which we won't see until the day of the event). Funds will be required to display this award in a location still to be determined. (See Page 9 for more information)

Event/Sponsorship budget

Cost of the event		Financing the project/Other revenue	
Materials/Equipment	\$ 2,000.00	Organization/Individual costs	
Registration		Other Sponsorships:	\$ 1,000.00
Other Costs	\$ 2,000.00	Other Funding (Specify):	\$ 1,500.00
Specify: Food, plates, etc, and decorating		Funding requested from Municipality If approved, funds must be spent by March 31.	\$ 500.00
TOTAL	\$ 4,000.00	TOTAL	\$ 3,000.00



Additional Information Sheet

Continued from page 6:

It is worth noting that each hall has agreed to go back to their executive to ask for a donation of up to \$200 each to offset these costs. Though government will provide \$1500 but that will not cover all costs. We are still awaiting information from 5 of the halls about whether they can afford that donation.

Ultimately, we will only be able to purchase food/decorations that money allows. As such, a budget is in its early stages.

This year also represents Telile's 30 anniversary, and they are partnering with us which may allow us to celebrate, in some small way, that organization. (DIMA and Telile are part of the nomination that secured the Community Spirit Award). Further, the Municipality's Volunteer of the Year recipient was the architect of the Chase the Ace event that triggered this nomination, so Ronnie will be celebrated as part of this event as well.

BANK RECONCILIATION

Chequing Account

Opening Balance		\$12,542.28	
OUTSTANDING CHEQUES		\$0.00	
BALANCE			\$12,542.28
DEPOSITS		\$136,963.36	
Other Deposits	(400 x 12 mts.)	\$4,800.00	
Total Income		\$141,763.36	
TOTAL Balance plus Income			\$154,305.64
Less Expenses		\$112,453.00	
Balance			\$41,852.64
Bank Closing Balance		\$41,852.64	\$41,852.64

BANK RECONCILIATION

Savings Account

Opening Balance Jan. 1, 2023	\$27,890.47	
Bank deposits	\$70,000.00	
Interest Accrued	\$1,430.65	
Closing Balance Dec. 31, 2023		\$99,321.12
TOTAL BALANCE TO DECEMBER 31, 2023		\$99,321.12

↳ going to generator

EQUITY SHARES

	Opening Bal Jan. 1, 2023	Closing Balance Dec. 31, 2023	Equity
Equity Shares	\$10.00	\$10.00	\$0.00
Surplus Equity Shares	\$18.15	\$18.71	\$0.56
TOTAL	\$28.15	\$28.71	\$0.56

D'ESCOUSSE CIVIC IMPROVEMENT
INCOME REPORTS FROM DEPOSITS
 January - December 2022

	DATE	BREAKFAST	CANTINE	RENTAL	GRANTS	Transfers	BAR	KITCHEN	BO/SD	ATV/RUN	SINGERS	DANCES	MISC	TOTAL
January 6, 2022		\$1,010.00												\$1,010.00
January 13, 2022													\$60.00	\$60.00
January 20, 2022							\$429.85							\$429.85
January 27, 2022				\$100.00								\$164.00		\$264.00
February 3, 2022													\$337.54	\$337.54
February 10, 2022													\$1,843.22	\$1,843.22
February 17, 2022					\$1,233.92									\$1,233.92
February 24, 2022		\$8,229.00												\$8,229.00
February 28, 2022									\$1,000.00	\$157.00	\$83.00			\$1,240.00
February 28, 2022			\$0.41										\$125.00	\$125.41
March 7, 2022							\$7,170.00						\$45.00	\$7,215.00
March 14, 2022			\$700.00											\$700.00
March 21, 2022		\$970.53		\$120.00									\$238.33	\$1,328.86
March 28, 2022		\$1,706.10												\$1,706.10
March 28, 2022						\$75,000.00								\$75,000.00
March 28, 2022						\$253.75								\$253.75
March 28, 2022						\$285.00								\$285.00
March 28, 2022								\$185.00	\$110.00					\$295.00
March 28, 2022													\$240.00	\$240.00
March 28, 2022							\$4,192.00							\$4,192.00
April 4, 2022													\$510.00	\$510.00
April 11, 2022				\$120.00										\$120.00
April 18, 2022													\$168.00	\$168.00
April 25, 2022		\$3,015.60												\$3,015.60
May 2, 2022													\$59.00	\$59.00
May 9, 2022													\$53.75	\$53.75
May 16, 2022		\$3,101.00												\$3,101.00
May 23, 2022													\$67.00	\$67.00
May 30, 2022				\$69.00									\$100.00	\$169.00
June 6, 2022													\$230.00	\$230.00
June 13, 2022		\$3,333.00												\$3,333.00
June 20, 2022					\$325.00								\$187.00	\$512.00
June 27, 2022		\$1,500.00	\$1,240.00				\$4,191.00						\$60.00	\$7,231.00
July 4, 2022			\$140.00				\$294.00							\$574.00
July 11, 2022					\$1,475.00									\$1,475.00
July 18, 2022		\$5,071.60												\$5,071.60
July 25, 2022		\$324.83												\$324.83
August 1, 2022		\$48.00												\$48.00
August 8, 2022		\$415.25												\$415.25
August 15, 2022				\$670.00										\$670.00
August 22, 2022		\$1,734.00												\$1,734.00
August 29, 2022												\$150.00		\$150.00
September 5, 2022				\$270.00	\$44.00							\$3,002.00		\$3,716.00
September 12, 2022												\$7,315.15		\$7,315.15
September 19, 2022							\$63.00						\$43.00	\$106.00
September 26, 2022							\$115.00							\$115.00
October 3, 2022							\$315.00							\$315.00
October 10, 2022				\$1,327.00			\$705.00							\$2,032.00
October 17, 2022														\$0.00
October 24, 2022		\$2,272.50												\$2,272.50
October 31, 2022		\$160.60												\$160.60
November 7, 2022		\$123.00												\$123.00
November 14, 2022													\$1,299.00	\$1,299.00
November 21, 2022				\$780.00									\$497.50	\$1,277.50
November 28, 2022													\$455.00	\$455.00
December 5, 2022													\$441.70	\$441.70
December 12, 2022		\$1,111.75												\$1,111.75
December 19, 2022		\$51.00												\$51.00
December 26, 2022													\$138.00	\$138.00
December 31, 2022				\$1,245.00		\$5,000.00							\$1,350.00	\$6,595.00
January 7, 2023		\$2,546.50												\$2,546.50
January 14, 2023				\$18.00										\$18.00
January 21, 2023		\$4,271.00		\$147.00									\$43.00	\$4,561.00
January 28, 2023														\$0.00
February 4, 2023														\$0.00
February 11, 2023														\$0.00
February 18, 2023														\$0.00
February 25, 2023														\$0.00
March 4, 2023														\$0.00
March 11, 2023														\$0.00
March 18, 2023														\$0.00
March 25, 2023														\$0.00
April 1, 2023														\$0.00
April 8, 2023														\$0.00
April 15, 2023														\$0.00
April 22, 2023														\$0.00
April 29, 2023														\$0.00
May 6, 2023														\$0.00
May 13, 2023														\$0.00
May 20, 2023														\$0.00
May 27, 2023														\$0.00
June 3, 2023														\$0.00
June 10, 2023														\$0.00
June 17, 2023														\$0.00
June 24, 2023														\$0.00
July 1, 2023														\$0.00
July 8, 2023														\$0.00
July 15, 2023														\$0.00
July 22, 2023														\$0.00
July 29, 2023														\$0.00
August 5, 2023														\$0.00
August 12, 2023														\$0.00
August 19, 2023														\$0.00
August 26, 2023														\$0.00
September 2, 2023														\$0.00
September 9, 2023														\$0.00
September 16, 2023														\$0.00
September 23, 2023														\$0.00
September 30, 2023														\$0.00
October 7, 2023														\$0.00
October 14, 2023														\$0.00
October 21, 2023														\$0.00
October 28, 2023														\$0.00
November 4, 2023														\$0.00
November 11, 2023														\$0.00
November 18, 2023														\$0.00
November 25, 2023														\$0.00
December 2, 2023														\$0.00
December 9, 2023														\$0.00
December 16, 2023														\$0.00
December 23, 2023														\$0.00
December 30, 2023														\$0.00
TOTAL		\$5,847.03	\$28,373.40	\$0.44	\$1,372.00	\$4,234.92	\$6,311.00	\$21,004.79	\$23,091.85	\$315.00	\$110.00	\$0.00	\$15,428.08	\$113,363.88

NOTES
 for MISC.

Income from deposit
 returned to me

Income from deposit
 returned for double payment in CTR in December
 meeting records

Income from deposit
 credit from purchase for purchase records

paid paid for services

membership dues

one person returned from member course

paid to bar

D'ESCOUSSE CIVIC IMPROVEMENT

EXPENSE REPORTS

January - December 2023

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Bar	\$ 3,451.61	\$ 1,542.43	\$ 3,727.48	\$ 360.40	\$ 557.20	\$ -	\$ 682.45	\$ 102.94	\$11,742.07	\$ 396.51	\$ -	\$ -	\$ 22,563.09
Kitchen	\$ 4,320.75	\$ 1,796.44	\$ 2,331.88	\$ 1,158.34	\$ 1,222.87	\$ 2,199.87	\$ 1,524.83	\$ 2,504.04	\$ 2,072.90	\$ 2,000.02	\$ 1,074.34	\$ 1,249.06	\$ 23,455.34
Canteen	\$ 236.42	\$ -	\$ 12.78	\$ 318.33	\$ 511.73	\$ 106.90	\$ 578.18	\$ 388.73	\$ 635.34	\$ 201.75	\$ 655.90	\$ 254.15	\$ 3,900.21
Phone	\$ -	\$ 435.87	\$ 139.15	\$ 139.58	\$ 143.77	\$ -	\$ 287.79	\$ -	\$ 310.00	\$ -	\$ 303.28	\$ -	\$ 1,759.44
Power	\$ 2,255.13	\$ -	\$ 3,935.38	\$ -	\$ 3,574.56	\$ -	\$ 1,676.96	\$ -	\$ 817.38	\$ -	\$ 895.25	\$ -	\$ 13,154.66
Insurance	\$ 563.50	\$ 563.50	\$ 563.45	\$ 625.21	\$ 625.21	\$ 1,381.21	\$ 625.21	\$ 625.21	\$ 625.21	\$ 625.21	\$ 625.21	\$ 625.21	\$ 8,073.34
Hall													\$ -
Project			\$ 1,101.96										\$ 1,101.96
Misc.	\$ 921.41	\$ -	\$ 1,333.30	\$ 575.81	\$ 712.24	\$ 2,424.88	\$ 1,933.42	\$ 4,824.73	\$ 5,019.20	\$ 9,208.40	\$ 2,581.27	\$ 210.21	\$ 29,744.87
Well/Sewer													\$ -
Generator										\$ -	\$ 5,019.75	\$ 3,680.34	\$ 103,752.91
TOTALS	\$ 11,748.82	\$ 4,338.24	\$ 13,145.38	\$ 3,177.67	\$ 7,347.58	\$ 6,112.86	\$ 7,308.84	\$ 8,445.65	\$ 21,222.10	\$ 12,431.89	\$ 11,155.00	\$ 6,018.97	\$ 112,453.00

DCIS Bingo Annual report 2023

Equity Shares	\$5.05
surplus equity shares	\$0.35
Non Profit 25 66538-102	
opening balance Jan 1/2023	\$57,912.33
	Deposits
	\$7,038.20
in acct as of January 1st/2024	\$43,060.67

Included in account	
Jack it up prize	\$0.00
cookie jar prize	\$161.00
	\$161.00

Actual cash available	\$42,899.67
-----------------------	-------------

	Expenses	\$40000.00 transfered to general Acct.
	\$86,544.86	
no cash float on hand		

	payouts	deposits
Jan.	\$400.00	\$0.00
Feb.	\$400.00	\$0.00
Mar.	\$400.00	\$0.00
Apr.	\$400.00	\$0.00
May	\$9,253.22	\$6,205.90
June	\$3,091.13	\$10,047.90
July	\$3,374.17	\$12,046.55
Aug.	\$7,378.11	\$6,891.55
Sept.	\$4,577.43	\$8,729.25
Oct.	\$4,845.09	\$12,601.45
Nov.	\$6,401.14	\$15,170.60
Dec.	\$6,024.57	\$0.00
	\$40,000.00	
	\$86,544.86	

Completed by: _____

Checked by: _____

Jack it up - \$ ^{profit.} 24,000 same as year before +
 \$1700. to 3 committees for providing 1 person / night.

DCIS Hungryman's breakfast Year End Report

HST

Certificates Sold	8	\$12.00		\$96.00
Donations				\$63.50
Adult Meals	2759	\$12.00	\$4,331.63	\$33,108.00
Kids Meals	187	\$6.00		\$1,122.00
Certificates Redeemed	23	\$12.00		\$276.00
				\$34,113.50
50-50 draw				\$3,538.75
				\$37,652.25

START	Sold
8:30	600
9:00	610
9:30	741
10:00	456
10:30	297
11:00	58

Total served 2946

FLOAT	
\$10.00	\$0.00
\$5.00	\$200.00
\$2.00	\$200.00
\$1.00	\$100.00
Coin	\$0.00
	\$500.00
COST:	
GFS Foods	\$10,725.09
Shamrock	\$3,388.61
Super store	\$529.61
Sobeys	\$1,091.39
MISC	\$348.12
	\$17,082.82

DEPOSIT		
23	\$100.00	\$2,300.00
93	\$50.00	\$4,650.00
1,306	\$20.00	\$26,120.00
248	\$10.00	\$2,480.00
✓ 268	\$5.00	\$1,340.00
207	\$2.00	\$414.00
177	\$1.00	\$177.00
	Coin	\$171.25
		\$37,652.25

PROFIT: \$20,569.43

Year end

Selling less liquor
on avg.

	4th quarter
Liquor	\$396.51
Mix	\$0.00
Misc	\$0.00
	\$396.51
Deposit	\$13,745.25
	\$13,348.74

	4th quarter
	\$20,527.98
	\$241.39
	\$449.43
	\$21,218.80
	\$31,261.17
	\$10,042.37

Profit

	4th quarter
water	\$0.00
Drinks	\$403.42
Old Dutch	\$0.00
Shamrock	\$0.00
bars etc.	\$66.21
Misc.	\$0.00
	\$469.63
Deposit	\$1,945.00
	\$1,475.37

	4th quarter
	\$73.81
	\$1,448.35
	\$39.81
	\$1,643.35
	\$323.23
	\$0.00
	\$3,528.55
	\$5,825.00
	\$2,296.45

Profit canteen.

D'Escousse Civic Improvement Society Annual Meeting March 24, 2024

Attendance : Teddy Poirier, Carla Samson, Ella Samson, Ronnie LeBlanc, Annette Fougere, Allan Fougere, Anne Boudreau, Arthur Gallant, Doreen Gallant, Brent Kinslow, Pearl LeBlanc, Albert (Mac) MacNeil, Wayne Poirier, Cecilia Poirier, Cory Hunt, Dana Hunt, Anne Latimer, Joey Martel, Ann Delorey, Daphinee Campbell, Sidney Short, Alfred Richard, Arlene Boudreau

Call to order: 2:05 PM

Introduction/Welcome: President Ronnie LeBlanc welcomed all attending and requested additions to the agenda. No additions to the agenda.

Minutes for 2023 Annual Meeting read.

Moved by Allan Fougere and 2nd by Wayne Poirier minutes approved – as read. Motion carried.

Business Arising – No business arising.

New Business:

1. **Hot water in Hall** -on demand heater has been added; plumbing upgrades were needed. The initial heater had to be replaced to accommodate the demand (Kitchen). The first replacement heater will be installed in the bar.
2. **Generator for Hall:** a grant for \$50,000 was received. The grant had to be extended as the generator had to be sent back due to damage sustained. At this time, waiting for another to come. The Hall will be a comfort centre for the County in emergencies. The Red Cross will support these by providing cots and curtains, etc. The County will also provide some funding when these weather events come, and a comfort centre is needed. The addition of the generator may also impact events such as Celtic Colors – they need venues that can continue to run in a power outage especially for their bigger acts.
3. **Audit:** not completed in time for the AGM. Allan and Karen are working with Carla to obtain information needed.
4. **Single Serve Plastics:** we are running out of single use plastics that are now banned. Need to decide on what glassware to get and use. The Hall is trialing several products.
5. **Dishwasher** – a new dishwasher needs to be purchased.
Moved by Brent Kinslow and 2nd by Pearl LeBlanc that a new dishwasher be purchased – price \$5403.85. Motion carried.
6. **Roof Repairs-** a grant of \$50,000 has been completed – Community Facility Improvement Program. Two quotes have been obtained for the replacement of the roof with metal – came in at @ \$100,000 + tax. Both companies have all the necessary requirements for safety, etc. The Solar panels would need to come down – quote from appleseed \$5000. Project would cost about \$120,000. Repairs need to be done to substructure in the kitchen area. This would be an added expense. A Director's meeting will need to be called to discuss and approve such an expenditure.
A discussion occurred as to the age and shape of the building given the multiple projects in the works. They include the roof replacement (mentioned above), replacement of rotted planters in the front of the building, trail /tennis courts (3 yrs the making), new dishwasher, etc. Suggestion was made to consider subcommittees. The problem is that most things happen during the daytime – unless you are retired, people are not available.

Moved by Brent K. and 2nd by Mac MacNeil that pricing be obtained for the repair of the substructure supports prior to the roof replacement. Motion carried.

Committee Reports

1. **Bingo:** report attached. Janet's, 2023 balance = \$57,912. Dec. 31st balance = \$43,060.67. Cash on hand Jan.1st, 2024 = \$42,899.67
Jack It Up: made @ \$24,000. Additionally - \$1700 went to three groups -The Bursary Society, The LPYC and the Cemetery Committee for helping to sell the tickets at bingo.
2. **Card Play:** Jan.1/23= \$9,511.21. Dec.31/23= \$16,949.11 Cash available: \$10,422.16
3. **Canteen:** Total Income \$5,825.00. Profit - \$2296.45
4. **Bar:** Income \$31,261.17. Profit: \$10,042.37. There is still quite a bit of reduction left over from last year.
5. **Maintenance:** It is reported that there is a need for additional storage. Some of the storage space needs to be cleaned out and decluttered. Daphne is willing to assist. We do not own a lot of land close to the hall to build another shed or buy a container. The ball field is too far to go and get chairs or other items when needed. There is an issue with the garbage box at the road. It appears local people are putting their bags in it. Unfortunately, the folks picking up the garbage have a limit of the number of bags they will pick up weekly. As the Hall has been and is expected to be busier – the. More garbage it generates. Ronnie is willing to make trips to the land fill when needed.
6. **Kitchen:** (report attached) Profit \$20,569.43
7. **Darts:** report attached. Aid to the Hall \$ 4,876.50
8. **DCIS Bursary Society** – report given by Allan Fougere (attached)
Teddy Poirier moved, 2nd by Alfred Richard to replace the \$5000 and to repay the rest of what is owed on the loan (@ \$5,000) Motion carried.

Moved by Ronnie LeBlanc 2nd by Alfred Richard that the committee reports be accepted as read. Motion carried.

Additional discussions: A member asked if the Directors Meeting could be held quarterly. Ronnie has tried this before with not enough people showing up for a quorum. He is willing to try it again but has been conducting society business and voting by email. This seemed to be working. If quarterly meetings are not going to result in a quorum, he will revert to emails.

The **Tyson Bowen Tournament** has been held for the past two years. The first was to support the Recreation program for returning veterans dealing with mental health concerns; during the second. Year a bursary in memory of Tyson was given (\$5000) and distributed by the DCIS Bursary Society – it resulted in 3-4 bursaries for candidates all over Isle Madame. The family want to continue to raise funds for bursaries in Tyson's memory. Ronnie will meet with the family to discuss what and how this can be done.

Ronnie mentioned that while the Hall is busy with events, not all events need to make money for the hall. Some events benefit other community groups who are also fundraising – Leaside Transition, Dancers, Richmond Risers, etc. This constitutes a donation from the Hall.

Financial Report (attached)

Bank Reconciliation – Opening Balance - \$12,542.28
Closing Balance - \$41,852.64

Bank Reconciliation Savings Opening Balance - \$27,890.47
Closing Balance - \$99,321.12

Equity Shares \$0.56

HST report

Carla Samson moved the adoption of the financial report, 2nd by Teddy Poirier. Motion carried.

Directors: Directors whose terms are up - Brent Kinslow, Kevin Savoury, Doreen Gallant, Pam Richard
Pam Richard has now relocated to Louisdale and volunteering in her new community.

Nominations called for from the floor:

Annette nominated Brent K. And Doreen G.

Allan nominated Mac MacNeil (he declined)

Pearl nominated Cecilia Poirier

Ronnie nominated Carla Samson

Other nominations called for – no further nominations. Nominations ceased.

4 members nominated accepted.

Moved by Teddy, 2nd by Allan, Cecilia P, Brent K, Doreen G, and Carla S - be named as Directors for a 3 yr term.

Volunteer of the Year: Ella Samson

Appointment of Auditors: *Moved by Carla S, 2nd by Alfred R. that Allan and Karen remain as auditors.
Motion carried.*

Executive Committee Nominees:

President: Ronnie LeBlanc

Vice President: Dana Hunt

Secretary: Annette Fougere

Treasurer: Carla Samson

All accepted their positions.

Committee Chairs:

Bingo – Pearl (Arlene /Tina)

Canteen & Bar: Davy Samson

Maintenance: Mac MacNeil

Kitchen: Tina K/ AnnL.

Card Play: Ronnie L.

Funerals: Doreen G; Anne B; Arlene

Sub- Committees:

Student Grant Applications: Daphinee C, Carla S./Marcel B.

Celtic Colors: Karen P.

Kids Fun Day: Daphinee C.

Ball-field: Mac M., Daphinee C., Cory H.

Teddy P moved to adjourn meeting at 4:05 pm.

Entity Snapshot

Entity details

Information as of	26 July 2024
Registry ID	1260058
Business/Organization Name	THE D'ESCOUSSE CIVIC IMPROVEMENT SOCIETY
Incorporation Date	04 September 1959
Annual Return due Date	30 September 2024
Type	Society
Status	Active
Registered Office	3276 MAIN STREET, ROUTE 320, P.O. BOX 490, DESCOUSSE, NOVA SCOTIA, B0E1K0, CANADA
Mailing Address	3276 MAIN STREET, ROUTE 320, P.O. BOX 490, DESCOUSSE, NOVA SCOTIA, B0E1K0, CANADA

Directors and Officers

Name	Position
ALLAN FOUGERE	Director
ANNETTE FOUGERE	SECRETARY
ARTHUR GALLANT	Director
BRENT KINSLOW	Director
CARLA SAMSON	Treasurer
CAROLYN DECOSTE	Director
CHANTALLIE FOUGERE	Director
DANA HUNT	Vice-president
DOREEN GALLANT	Director
KAREN POTTIE	Director
KEVIN SAVOURY	Director
PAM RICHARD	Director
PEARL LEBLANC	Director
RONNIE J. LEBLANC	Director
RONNIE J. LEBLANC	President
WAYNE POIRIER	Director



Recognized Agent

Name	Position	Civic Address	Mailing Address
RONNIE LEBLANC	Recognized Agent	3149 HWY 320 D'ESCOUSSE NOVA SCOTIA B0E 1K0 CANADA	PO BOX 490 D'ESCOUSSE NOVA SCOTIA B0E 1K0 CANADA

Notice of Directors and Officers

Entity Details

Number	1260058
Name	THE D'ESCOUSSE CIVIC IMPROVEMENT SOCIETY
Type	Society
Status	Active

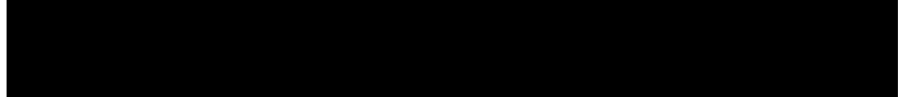
Directors and Officers Added

Name	BRENT KINSLOW
Role	Director
Civic Address	

Directors and Officers (following changes)

Name	BRENT KINSLOW
Role	Director
Civic Address	

Name	PEARL LEBLANC
Role	Director
Civic Address	

Name	CAROLYN DECOSTE
Role	Director
Civic Address	

Name DOREEN GALLANT

Role Director

Civic Address



Name RONNIE J. LEBLANC

Role Director

Civic Address



Name RONNIE J. LEBLANC

Role Officer, President

Civic Address



Name PAM RICHARD

Role Director

Civic Address



Name ARTHUR GALLANT

Role Director

Civic Address



Name ALLAN FOUGERE

Role Director

Civic Address



Name KEVIN SAVOURY

Role Director

Civic Address



Name ANNETTE FOUGERE

Role Officer, SECRETARY

Civic Address



Name WAYNE POIRIER

Role Director

Civic Address

[Redacted]

Name DANA HUNT

Role Officer, Vice-president

Civic Address

[Redacted]

Name CARLA SAMSON

Role Officer, Treasurer

Civic Address

[Redacted]

Name KAREN POTTIE

Role Director

Civic Address

[Redacted]

Name CHANTALLIE FOUGERE

Role Director

Civic Address

[Redacted]

Confirmation

I hereby confirm that I am authorized to submit this filing and that the information is true to the best of my knowledge. I understand that it is an offence to knowingly provide false or incorrect information.

Submitter Annette Fougere