



Committee of the Whole Meeting

Monday, May 13th, 2024

6:00 – 7:00 p.m. In Camera Session, Richmond Room, Item 1- 2

7:00 p.m. – Regular Session, Council Chambers, Item 3 -19
Council Chambers

AGENDA

- 1. Call to Order**
- 2. In Camera Session**
 - a) Contract Negotiations
 - b) Personnel
- 3. Items Added / Approval of Agenda**
- 4. Review of Minutes**
 - a) April 8th, 2024
- 5. Presentation**
 - a) Gina MacDonald, Cape Breton South Recruiting for Health
 - b) Lesa McHugh, Re-nest Furniture Society
- 6. New Business**
 - a) No Mow May
- 7. Warden, Re:**
 - a) Review of Warden's Council Report
- 8. Councillor Michael Diggdon, Re:**
 - a) Roaming Farm Animals Issue
- 9. Councillor Melanie Sampson, Re:**
 - a) Street Light Policy
- 10. Councillor Brent Sampson, Re:**
 - a) NSFM Conference
- 11. CAO, Re:**
 - a) Administration Operations Report
- 12. Community Acknowledgements**

13. Correspondence

a) Action Required

- i. Glenda Kipp, Manager of Home and Community Care, Re: Request to participate in VON Week.
- ii. Jim Davis, Interim CFO, Re: Richmond River Roots Market Green Society grant request for the Type 4- Regional/Health/General Grant Funds in the amount of \$9,200.
- iii. Aline and Michael Langdon, Re: Roaming farm animals.

b) For Information Only

- i. Christine Blair, Mayor, Municipality of Colchester, Re: Letter to Honourable John Lohr, Re: Service Exchange Agreement
- ii. Bryron Rafuse, Deputy Minister, Municipal Affairs and Housing, Re: Canada Community-Building Fund (CCBF)
- iii. Municipal Profile and Financial Condition Indicators Result 2021-22

14. Unfinished Business

a) EMO/Fire Services Coordinator

- i. St. Peter's Volunteer Fire Department Dry Hydrant Installation
- ii. Provincial Department of Emergency Management

15. Review of Cheques Issued Re:

- a) April 2024

16. Review of Action Items

- a) Action Items

17. Items Added to the Agenda

18. 15 Minute Question Period - (902) 226-9885

(Not Restricted to Items on the Agenda)

19. Adjournment



Question Period Details

Phone in number – (902) 226-9885

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

Comments must be phrased in the form of a question. Council will hear the question and will answer if appropriate.

No person speaking during Question Period shall:

- Speak disrespectfully
- Use offensive words
- Disobey the rules of order or a decision of the Chair

*** Meeting will be live streamed via the Telile You Tube Channel**



Committee of the Whole Meeting

April 8th, 2024

- Location:** Council Chambers
- Present:** Warden Amanda Mombourquette, Deputy Warden Shawn Samson, Councillor Brent Sampson, Councillor Melanie Sampson
- Staff:** Chris Boudreau, Director of Public Works, Shannon Mury, Director of Community Development and Recreation, Troy MacCulloch, Chief Administrative Officer (CAO), Shelley David, Municipal Clerk
- Regrets:** Councillor Michael Diggon, Jason Martell, Chief Financial Officer

Call to Order

The Chair called the meeting to order at 5:34 p.m.

“In Camera” Session, Richmond Room: Land/Legal

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the meeting move to an “In-Camera” session at 5:34 p.m.
Motion carried.

Moved by Councillor Brent Sampson, seconded by Deputy Warden Shawn Samson that the meeting revert to “Regular” session at 5:53 p.m. and FURTHER MOVE that following the recommendations to Council, the Committee will break for recess until 7:00 pm.
Motion carried.

Moved by Deputy Warden Shawn Samson, seconded by Councillor Brent Samson that the Committee of the Whole recommend to Council to accept the recommendation from staff to sell property PID# 142133 to the highest bidder as a result of the open tender competition.
Motion carried.

Moved by Councillor Melanie Sampson, seconded by Councillor Brent Sampson that the Committee of the Whole recommend to Council to empower the CAO to engage additional professional financial services and to include such costs in the 2024/25 budget.
Motion carried.



Recess for By-law/ Policy Meeting, Council Chambers

The chair called for recess at 5:55 p.m.

Reconvene Committee of the Whole Meeting, Council Chambers

The Warden reconvened regular session at 7:00 p.m.

Items Added to the Agenda (Approval of Agenda)

The Warden requested and received unanimous consent to add the following:

- Earth Day Municipal Supports, Item #14 (a)

Moved by Deputy Warden Shawn Samson, seconded by Councillor Melanie Sampson that the agenda be approved with the additional item.
Motion carried.

Review of Minutes, March 11th, 2024, Committee of the Whole

Moved by Councillor Brent Sampson, seconded by Deputy Warden Shawn Samson that the minutes of March 11th, 2024, Committee of the Whole be approved.
Motion carried.

Presentations

Timothy Webster, NSCC, Our Changing Coastlines (Virtual)
Timothy Webster presented 'Our Changing Coastlines' presentation virtually.

Sergeant Brad Kelly, RCMP, Richmond County
Sergeant Brad Kelly presented the Richmond County presentation in person.

New Business

- a) Presentation of Heritage Plaques
St. John's Anglican Church, Friends of St. John's Arichat Society
Marg Herdman, Jason Langdon, Cameron Frost and Phyliss Frost of the Friends of St. John's Arichat Society accepted the St. John's Anglican Church Municipal Registered Heritage Plaque.
- b) Brenda White of the Whiteside preservation society accepted the St. Patrick's Church Municipal Registered Heritage Plaque.



Warden, Re:

- a) Review of Warden's Council Report
For information only.
- b) Municipal Growth Framework

Moved by Deputy Warden Shawn Samson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to support the Municipal Growth Framework resolution.
Motion carried.

Municipal Growth Framework Resolution

WHEREAS, Canada is experiencing record population growth, having welcomed 1.25 million new Canadians last year alone; and

WHEREAS, According to the Canada Mortgage and Housing Corporation (CMHC) we need to build at least 3.5 million additional homes by 2030, and municipalities need to build or expand the infrastructure to accommodate this growth; and

WHEREAS, FCM has estimated that the cost of the municipal infrastructure required support housing development is, on average, in the range of \$107,000 per unit; and

WHEREAS, According to Statistics Canada the cost of upgrade existing municipal infrastructure so that it is in a state of good repair is in the range of \$170 billion; and

WHEREAS, Non-residential construction price inflation has risen by 29% since the end of 2020 and municipalities are facing soaring costs for infrastructure project without a corresponding growth in revenue; and

WHEREAS, Unlike federal and provincial revenue, municipal tax revenue has not increased in recent years along with inflation, economic growth or population growth; and

WHEREAS, Municipalities are facing a gap in federal infrastructure funding as the 10-year Investing in Canada Infrastructure Program has come to an end, the Canada Community-Building Fund is being renegotiated and the Permanent Public Transit Fund is set to start in 2026;

WHEREAS, The Canada Community-Building Fund (CCBF), which was formerly known as the federal Gas Tax Fund, provides more than \$2.4 billion in annual capital funding directly to municipalities through a predictable allocation mechanism, and municipalities of all sizes use the CCBF to deliver direct results for Canadians by building and renewing critical core public infrastructure, including water infrastructure, local roads, public transit and community, and cultural and recreational facilities; now therefore be it



RESOLVED, That the federal government work with agreement signatories and municipalities to maintain the CCBF as a source of direct, predictable, long-term funding for local infrastructure priorities; and be it further

RESOLVED, That the federal government commit, in Budget 2024, to the next generation of infrastructure programs, including a new program for water and wastewater infrastructure and an increase to the Disaster Mitigation and Adaptation Fund; and be it further

RESOLVED, That the federal government convene provinces, territories and municipalities to negotiate a “Municipal Growth Framework” to modernize the way that municipalities are funded in order to enable Canada’s long-term growth.

- c) New Provincial Department of Emergency Management
For information only.
- d) Statement on Former Warden Madeline Libbus
For information only.

CAO, Re:

- a) Administration Operations Report
For information only.
- b) Briefing Note, Re: Appointment of Returning Officer and Review of Election Tariffs of Fees and Expenses
For information only.

Community Acknowledgements

For information purposes.

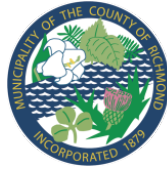
Correspondence

a) Action Required

- i. Chris Boudreau, Director of Public Works, Re: Briefing Note – 2024 Heavy Collection

Moved by Councillor Brent Sampon, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to proceed with the 2024 Heavy Collection at an estimated cost of \$160,000 with the funds to be allocated in the 2024/25 budget.

Motion carried.



ii. Jim Davis, Interim CFO, Re: Guarantee for the Village of St. Peter's

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to provide a guarantee for the Village of St. Peter's for the purpose of borrowing to convert their balloon payment into a new 5-year debenture in the amount of \$497,300.00.
Motion carried.

**Municipal Council of Richmond County
Village Guarantee Resolution**

WHEREAS the Village of St. Peter's is a village situated within the Municipality of the Richmond;

WHEREAS the Village of St. Peter's has, with the approval of the electors of the Village, determined to borrow the aggregate principal amount of FOUR HUNDRED, NINETY-SEVEN THOUSAND, THREE HUNDRED Dollars (\$497,300.00) for the purposes of Balloon Payment from Original Loan;

WHEREAS the Village of St. Peter's has requested that the Municipality guarantee said borrowing;

WHEREAS Section 89 of the Municipal Government Act provides that a municipality may guarantee a loan for a village; and,

WHEREAS Section 88(3) of the Municipal Government Act provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs and Housing has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Municipality of the County of Richmond does hereby approve the borrowing by the Village of St. Peter's the aggregate principal amount of FOUR HUNDRED, NINETY-SEVEN THOUSAND, THREE HUNDRED Dollars (\$497,300.00) for the purposes set out above;

THAT subject to the approval of the Minister of Municipal Affairs and Housing, the Municipality does unconditionally guarantee repayment of the principal and interest of the borrowing so made; and,



THAT upon the issue of the debentures, the Warden and Clerk of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

- iii. Jim Davis, Interim CFO, Re: Grant request from the River Bourgeois Community Services for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500

It was the consensus of the Committee of the Whole to table the River Bourgeois Community Services grant request for the Type 3-Recreation Sponsorship Grant Fund in the amount of \$500 to the next Council meeting following Grants and Contributions budget discussions.

- iv. Jim Davis, Interim CFO, Re: Grant request from the River Bourgeois Mariner Society for the Type 4-Regional/Health/General Grant Fund in the amount of \$10,000

Moved by Deputy Warden Shawn Sampson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to approve the grant request from the River Bourgeois Mariner Society for the Type 4-Regional/Health/General Grant Fund in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds, subject to assessment by staff as to the project's eligibility.

Motion Carried

- v. Troy MacCulloch, CAO, Re: Richmond County Literacy Network Type 4 – Regional/Health/General Grant request

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to amend the previously adopted motion made on March 11th, 2024 for the Richmond County Literacy Network Type 4-Regional/Health/General Grant request from the original ask to \$2600 and FURTHER MOVE that the funds be allocated from the 2023/2024 budget as follows: District 1 Funds: \$500.00, District 3 Funds: \$600.00, District 4 Funds: \$1000.00, and District 5 Funds: \$500.00.

Motion carried.



- vi. Kieran Walker, Administrator, The Gaelic Council of Nova Scotia, Re: Flag Raising and Proclamation request.

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to members of the public in local media.

Motion carried.

- vii. Richmond Education Center/Academy, Re: Request for monetary contributions to the graduation bursary/scholarship fund

Moved by Deput Warden Shawn Samson, seconded by Councillor Brent Sampson that the Committee of the Whole recommend to Council to defer the request to contribute to the Richmond Education Center/Academy Bursary/Scholarship fund to budget discussions.

Motion carried.

It was the consensus of the committee to have the school choose the recipient of the Richmond Education Center/Academy bursary.

- viii. Cindy Walker, Pepperell Place Inn and Chocolatea, Re: Tourism Nova Scotia Emerging Destinations Program

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to have staff connect with Cindy Walker to explore the program to see if there are opportunities to participate.

Motion carried.

b) For Information Only

- i. Honourable John A Lohr, Minister of Municipal Affairs and Housing, Re: Service Exchange Agreement
- ii. Cape Breton Regional Enterprise Network Information and Activity Report
- iii. Christina Lovitt, Provincial Director of Planning, Re: Municipal Planning Strategy and Land Use By-Law

Review of Cheques Issued Re:

- a) March 2024

For information only.



Review of Action Items

- a) Action Items
- b) For information only.

Items Added to the Agenda

- a) Earth Day Municipal Supports
For information only

15 Minute Question Period - (902) 226-9885

Sherry Baccardax approached Council.

Adjournment

There being no further business, the Chair adjourned the meeting at 8:31 p.m.

Municipal Clerk

Chairperson

Cape
Breton
South

reimagine
your healthcare career

Gina MacDonald
Program Director

www.capebretonrecruiting.com

Cape Breton South

RECRUITING FOR HEALTH

reimagine

your healthcare career

2023

A Year in Review

Cape
Breton
South



Logic Model update

Completed

- Established group
- Revised Terms of Reference
- Recruited members
- Hired a staff person
- Secured administrative support
- Digital file storage
- Comprehensive media planning
- Digital platforms legacy documentation
- Promotional videos
- Communicated the health services needs of CBS
- Supported vaccination promotion and education

Logic Model update

In progress

- Developing island-wide solutions and activities
- Health care delivery model review (steering committee)
- Welcome guide
- Public education campaign
- HCP position profiles

Logic Model update

Ongoing

- Leveraged public and private funding
- Local community engagement
- Attended provincial navigator meetings
- Engaged with NSH Recruitment Consultants
- Annual CoC awards gala
- Appreciation events
- Website maintenance
- Social media maintenance
- Professional development
- Google analytics
- Annual newsletter
- Site visits
- Tracking potential health professionals
- Recruitment conferences
- Health facility tours
- Interviews with current healthcare professionals/organizations

Logic Model update

Items outstanding

- CRM implementation
- Appreciation activities for learners
- Mental health series



**Community of Care
Awards Gala
April 2024**





Tiffany Peeples

Apr 26 · 🧑🏻‍🤝‍🧑🏻

Thankful to work beside people like you [Gina](#) and [Cape Breton South Recruiting for Health](#)! Thanks so much for the thoughtful gift to brighten my day!

Celebrating Professional Days of Recognition





VON Richmond
23h · 🌐

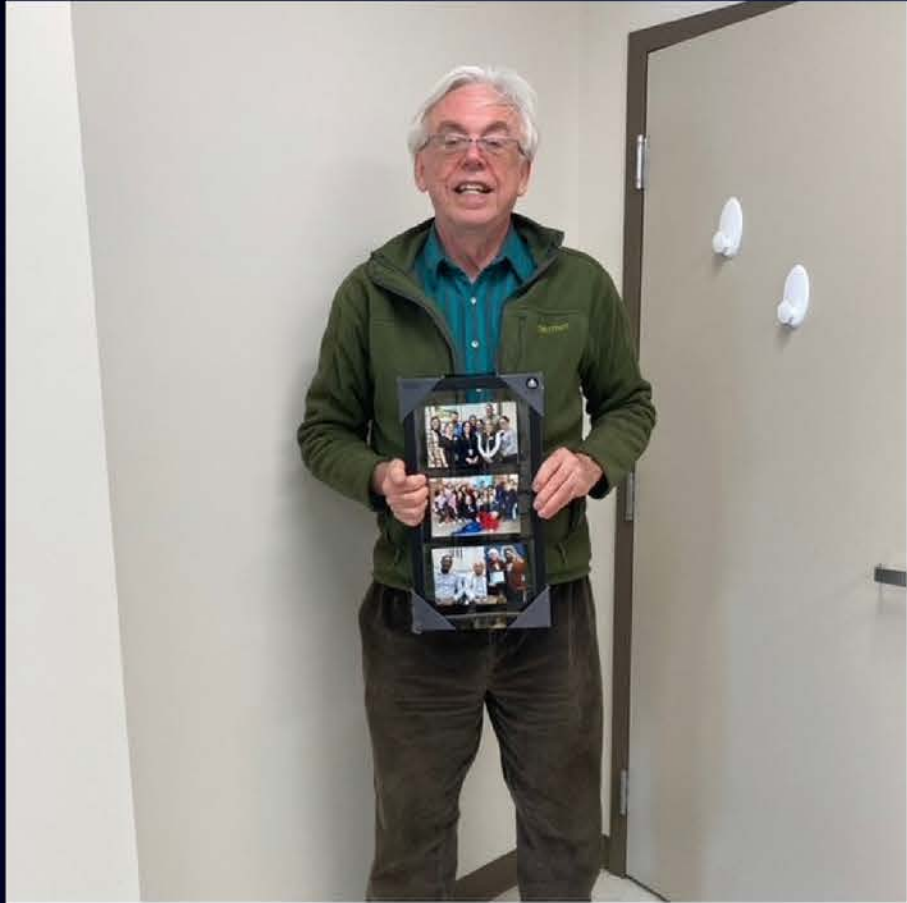
A lovely bouquet of flowers held by Lorena - a thank you from @Cape Breton South Recruiting for Health Thank you for helping us celebrate #VONWeek2023 🤍 #LiveEveryDay #VONDifference



Renee Samson
Thank you for the beautiful flowers! Though I'm just a small department of one, I appreciate the acknowledgement 🥰. Happy MRT week to my fellow colleagues at the Strait Richmond Hospital-Samantha, Adele and Kenny as well as the new Ultrasound Tech now providing US service at SRH. 22 years in and I still love my career choice! It's a rewarding career path with lots of opportunities for growth! Immediate and future opportunities are coming up in the South of CB. Any prospective students should feel free to reach out!



Doctor's Day



Richmond Villa Appreciation BBQ





Strait Richmond Hospital Appreciation BBQ

Port Hawkesbury Nursing Home Appreciation BBQ



**Business of
Medicine
Retreat
St. Peter's, NS
August 2023**



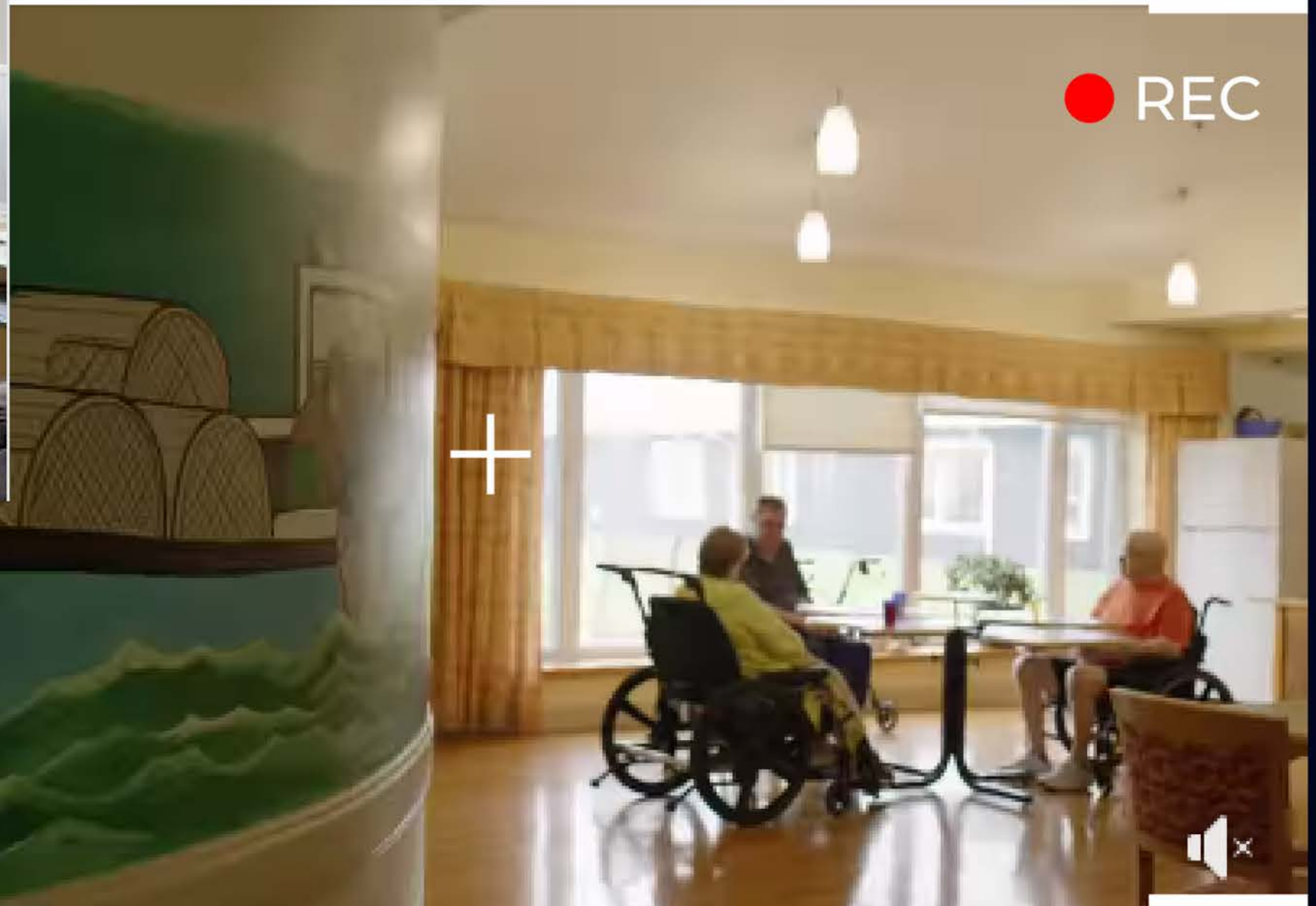
Physicians' Welcome Reception





Area and site tours

Promotional videos



Society of Rural Physicians of Canada Rural & Remote Conference Niagara Falls, Ontario April 2023



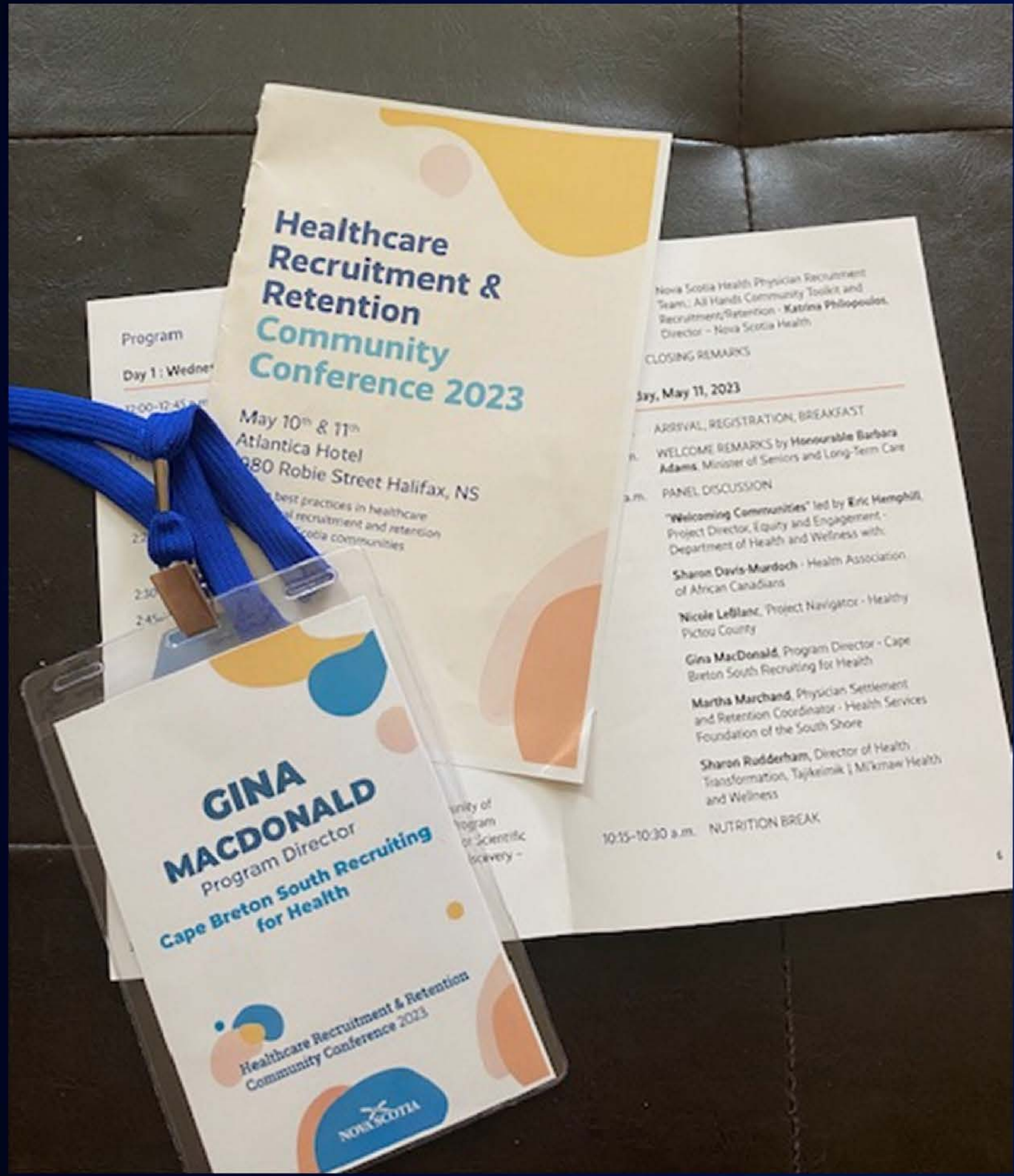




Cape Breton University job fair

Cape Breton Language Centre (CBLC)/ Chinese Students and Scholars Association (CBU CSSA)





Office of Healthcare Professionals Recruitment conference

Halifax, NS
May 2023



Panel discussion - "Welcoming Communities"





Healthcare Recruitment & Retention Community Conference 2024



Tuesday | April 23

Check-in 9:00 - 9:30 AM

Lead Acknowledgement and Smudge 9:30 - 9:45 AM

Welcome and Opening Remarks 9:45 - 10:15 AM

Session 1 10:15 - 11:15 AM

Keynote - M'Kinnon Leadership in Healthcare Innovation in Nova Scotia

Nutrition Break 11:15 - 11:30 AM

Session 2 11:30 AM - 12:30 PM

Safe Spaces: How Municipalities, Workplaces and Community can work together better

Lunch Break 12:30 - 1:30 PM

Session 3 1:30 - 2:30 PM

For my Patients: Nurturing Next-Gen Health Leaders through Mentorship and Inclusion

Session 4 2:30 - 3:30 PM

Nothing About Us Without Us: Intersectionality in Community

Session 5 3:30 - 4:30 PM

Unity in Community: Harnessing the Power of Networks for Newcomer Success

Wednesday | April 24

Check-in 9:00 - 9:30 AM

Welcome and Opening Remarks 9:30 - 9:45 AM

Session 6 9:45 - 10:45 AM

Setting in: Home, Community, Family Support

Nutrition Break 10:45 - 11:00 AM

Session 7 11:00 AM - 12:00 PM

Navigating Healthcare Recruitment in a Digital World

Lunch Break 12:00 - 1:00 PM

Session 8 1:00 - 1:30 PM

Healthcare Leadership in Physician Recruitment

Session 9 1:30 - 1:50 PM

Care Roles Catalyst: Improving Recruitment and Retention

Nutrition Break 3:00 - 3:15 PM

Closing Remarks and Reflections (Precede Chat: 3:15 - 4:15 PM)

Office of Healthcare Professionals Recruitment conference

Truro, NS
April 2024





**Dalhousie Family
Medicine Retreat/Job Fair
Digby, NS
September 2023**

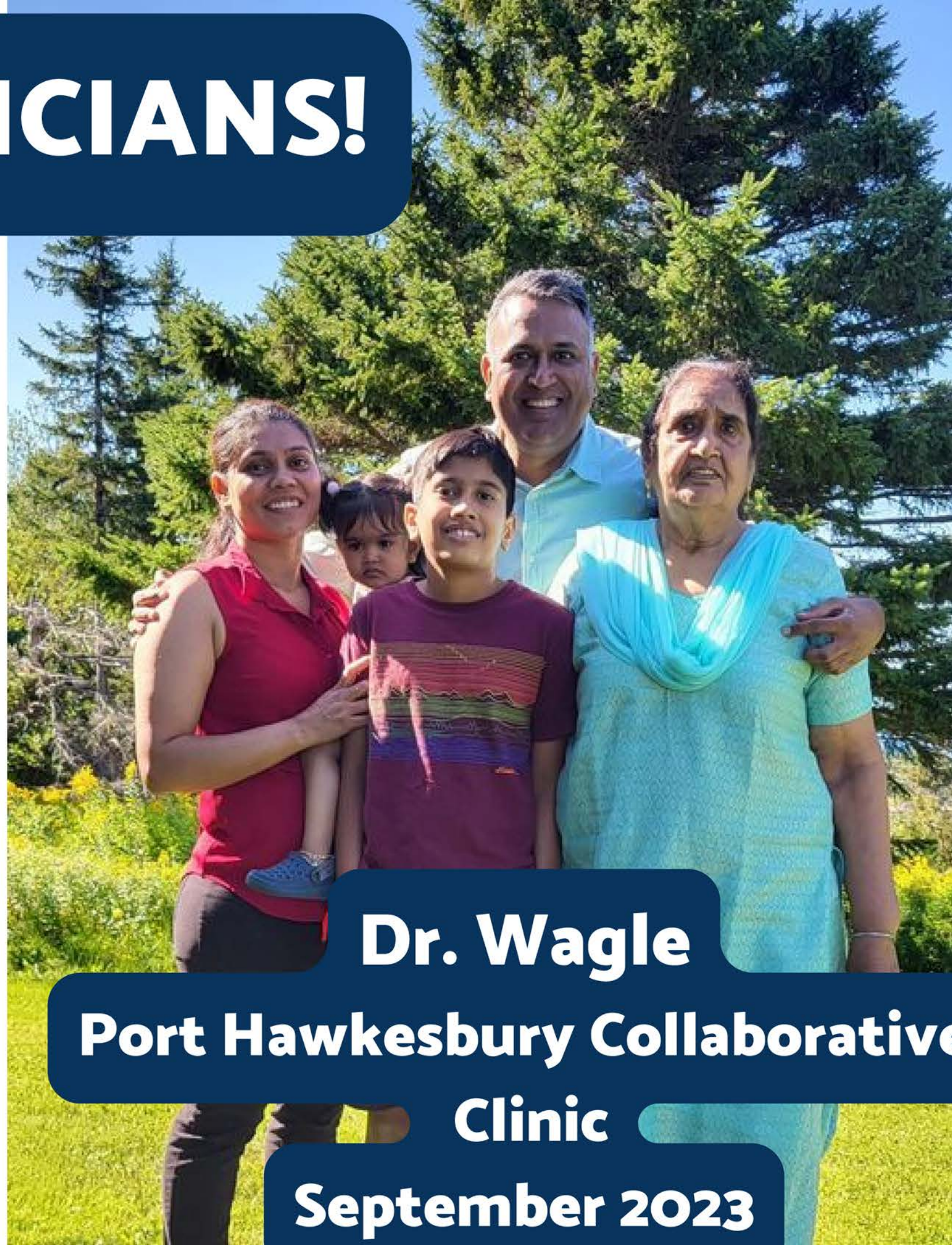
NEW PHYSICIANS!



Dr. Angaye

**Port Hawkesbury Collaborative
Clinic**

September 2023



Dr. Wagle

**Port Hawkesbury Collaborative
Clinic**

September 2023

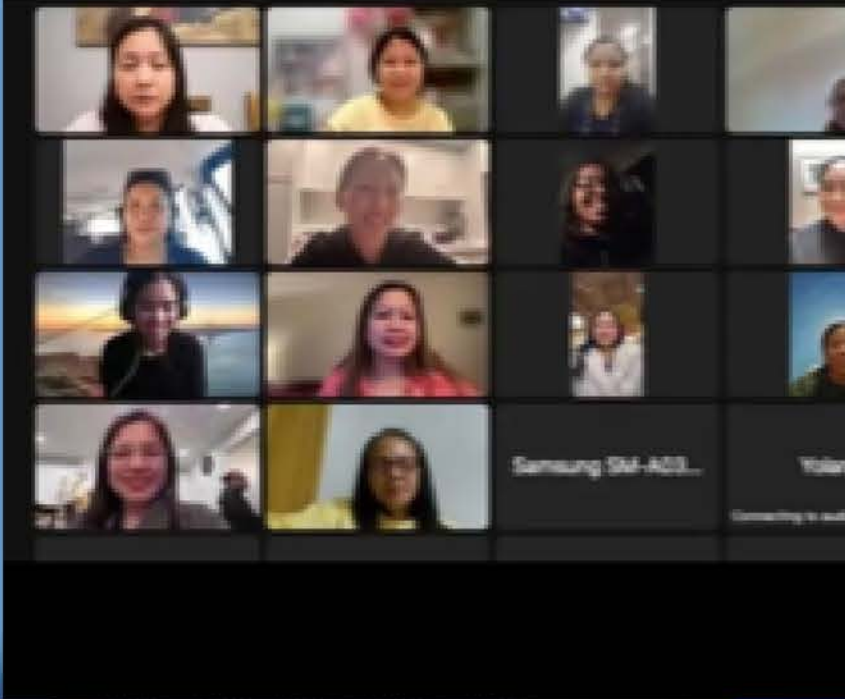


CBSRH is working toward one singular goal:

**Cape Breton South
community members
can access the health
services they need.**

**DO YOU HAVE AN
INSPIRING STORY
ABOUT HEALTHCARE IN
CAPE BRETON SOUTH?**

Cape
Breton
South



Strait Area Health Care Steering Committee + working groups

Social media strategy implementation

Program development - community resources, school engagement

IEN settlement project

Regular facility retention visits

Community/group networking

reimagine

your healthcare career

2024

Going forward

Cape
Breton
South



Evolution of The Community Fund

2021 - Network of community navigators began consultations with provincial government



Creation of the Office of Healthcare Professionals Recruitment (OHPR)



2022 - Creation of the \$2m Community Fund (project focused)



2023 - Focus moved to IEHP settlement



CBSRH recognizes the support of the Province of Nova Scotia. We are pleased to work in partnership with the Office of Healthcare Professionals Recruitment to promote our community's culture and resources to healthcare workers.

Office of Healthcare Professional Recruitment (OHPR) funding

- Funding proposal submitted December 2023
- Approved amount: \$45,230
- Project specific

2024 Projects

- IEHP Transportation Strategy - SRH
- Community of Care Awards Gala
- Profession-specific recognition activities
- Newcomer social event
- Business of Medicine Retreat

Next step: to secure funding for costs not eligible for OHPR funding.

Operational costs

- Navigator salary
- Administrative costs
- Website/email/tech costs

Retention activities

- incentives (i.e., locum housing assistance)
- housing initiatives
- any unscheduled/arising recognition/appreciation activities and items

Recruitment activities

- all costs related to out-of-province or virtual career fairs and conferences
- travel and materials associated with in-province career fairs and conferences

Funding request for 2024

\$30,000

Thank you for your time and attention.

Cape
Breton
South

reimagine
your healthcare career

Re-Nest Furniture Society

A furniture bank that serves Richmond and Inverness Counties,
including the Town of Port Hawkesbury

Why Re-Nest?





Re-Nest's Furniture Bank

- We rent a seacan in Port Hastings from Norvon Enterprises
- We pay \$300.00 per month for rent
- This is where we store our items until an individual or family is in need

Re-Nest's Connection With Worth The Wait Consignment

- We have an account set up at Worth the Wait Consignment where people can donate clothing, bedding and footwear, the monies made go into our account
- We have voucher's we give to our client's in need of clothing, bedding and footwear



Re-Nest's Kitchen Project

- We have partnered with the local Girl Guides' of Canada, Ranger's unit to help us organize our donated kitchen items into family size specific boxes to give out as needed



Facts About Re-Nest

- We are a registered non-profit organization
- We have diverted 83 perfectly good beds from landfills since February 2023 and many more household items
- Our board of directors are all volunteers
- We have great connections with other service providers
- We connected with Lance Hawley and his co-op students at SAERC who help us with the heavy lifting



Re-Nest's Contact Information

- We have a facebook page called Re-Nest Furniture
- We have an email address:
3chicksrenest@gmail.com
- We will provide a phone number to call when requested





BRIEFING NOTE

Municipality of the County of Richmond

No Mow May Campaign

May 8, 2024

Purpose

The purpose of this briefing note is to update Council on the 'No Mow May' campaign.

Background

In recent years, the Municipality of the County of Richmond has supported participation in the 'No Mow May' campaign through Council resolutions, driven by resident requests. Signs were acquired, and public notices inviting residents to participate were disseminated via social media.

Current Situation

No requests have been made to Council to participate this year, and municipal properties have not been mowed as of yet, awaiting Council's decision.

Financial Resources

n/a

Other Resources

n/a

Recommendations

n/a


Action Required

Discussion is required for observance.



Let it grow

for #NoMowMay



Plantlife's #NoMowMay is the annual campaign calling on all garden owners and green space managers not to mow during May.

Approximately 97% of flower-rich meadows have been lost since the 1930s. With them gone, is vital food needed by pollinators like bees and butterflies.

Leaving patches of grassy areas to grow longer this summer allows native flowers to bloom for **bees and butterflies** and provides shelter for small mammals.

With **over 23 million gardens in the UK**, even the smallest grassy patches add up to a significant proportion of our land which, if managed properly, can deliver enormous gains for nature, communities and the climate.

Less mowing also means we have more time to enjoy our green spaces and connect with nature.

Whether you're in a city, town or the countryside – you and your green spaces can get involved in #NoMowMay. Put the lawnmower away and give nature a boost it deserves this summer.

Join the No Mow May movement at plantlife.org.uk/nomowmay



205 Tilled Shore Drive, Whiteside Rd.,

April 30/24

Melanie Sampson & Council Members,

Richmond County, Nova Scotia.

Dear Council Members:

We are writing requesting a street light on Tilled Shore Drive, Whiteside Road, for new senior residents, Francis & Brenda MacEachern, civic number 42.

We understand when they made the request, the reply was street lights on private roads in Richmond County were no longer issued.

We wonder how you determined this by-law and how do you differentiate between residents on private/public roads, paying property taxes? We could certainly understand if residents on private roads were exempt from paying property taxes, but we all know that is not the case and we probably pay higher taxes than some Richmond County residents!

If living on private road does not warrant a street light for senior residents, what does our tax dollar cover? We built the road with access to water and electricity at our own expense, but still pay our monthly fees. We do not have garbage pick up at our driveways compared to residents living on public roads, , we haul our garbage to main road in Whiteside to have it picked up. Thankfully we have fire protection coverage from our local fire departments but what else does our tax dollar cover? Please address these concerns in your reply..

Considering the fact we paid to have access to water & electricity on our private road, we should be exempt in comparison to other private roads in Richmond County when it comes to installing a street light.

We sincerely ask serious consideration be given to our request and you will hopefully forward a favourable reply.

Thank you all for addressing our concerns for our senior residents.

Yours truly, Francis & Brenda White,

Owners of Basin View developments.

Francis White

Brenda White



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND


**MUNICIPALITY OF THE COUNTY OF RICHMOND
STREET LIGHTS POLICY**

Policy Review Notification: January 28, 2019

Policy Review Date: January 21, 2019

Approved by Council:

**I certify this to be a true copy of the Street Lights Policy as adopted by the
Municipal Council of Richmond County at a Public Meeting held .**


Yvonne Boudreau
Municipal Clerk

This is the Municipality of the County of Richmond "Street Lights" Policy.

1. The purpose of the policy is to establish a procedure for Council to deliver the service of street lighting, and to provide guidance to staff on how this service will be delivered.
2. The allocation of street lights will be carried out on an annual basis, for each district, and will occur early in the year in order to ensure that the funding required is authorized by Council and included in the municipal budget, and also to permit sufficient time for Nova Scotia Power to order the materials required.
3. Each Councillor will be responsible for identifying the street light program for the current year, and presenting their program to Council by April 15, each year, for Council approval, and inclusion in the municipal budget. The street light program will include installation/removal/relocation of street lights, and any other related costs.
4. The Director of Public Works will be responsible for assisting the Councillor in determining the cost of the annual street light program requested, and including these costs in the Department budget. The Director will also be responsible for purchasing street light services from Nova Scotia Power, following approval by Council. The Director will be responsible for working with the Councillor, to implement the annual street light program approved by Council.

5. General Provisions:

- There will be no carry-over of street lights from year to year;
- Street lights, as the name implies, are for illuminating streets. Municipal lights must be erected in such a manner as to illuminate a public road, private road (with limitations) subject to the following exception:
 - Lights may be approved for purposes other than illuminating a public road, subject to approval from the Councillor, for emergency / safety purposes (such as Volunteer Fire Departments, community mailboxes, non-profit organizations, etc.), under the condition that the lights may only be installed on Municipal property or within a public right of way
 - Private roads require a minimum of 4 permanent residences.

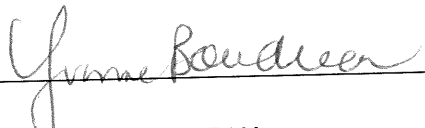
6. Procedure

- Councillor identifies the lighting requirement and/or a resident may approach the municipality with a request for lighting. Maximum lights per District/per year is five (5).
- The lighting request is forwarded to the Director of Public Works via email, phone, and mail.
- The Director of Public Works shall consult with the Councillor re: the lighting request.
- Once service request has been assessed and approved by the Director of Public Works, a work order will be issued and originator of the request will be notified.

REPEAL AND REPLACE

The previous version, and all other versions of the Street Light Policy, are repealed and replaced by this Policy.

I, YVONNE BOUDREAU, Municipal Clerk of the Municipality of Richmond County, hereby certify that the above noted Policy was passed at a meeting of the Richmond County Municipal Council on February 25, 2019.



YVONNE BOUDREAU
Municipal Clerk



Memo

To: Municipal Council
From: Troy MacCulloch, CAO
Date: May 2024
Re: Administration Operations Report, April – May 2024

Administration

- Bylaw and Policy work continues
 - Current: Capital Improvement & Development Policy - 3rd Draft, Committees Policy- 3rd Draft, Low Income Tax Exemption Program Policy - 1st Draft
 - Upcoming: Terms of Reference, Council Procedural Policy, Purchasing and Tender Policy
 - Completed: Grants Policy (amended), Sale of Municipal Property Policy (amended)
- Green Hydrogen meetings: Sector Dev – monthly, Everwind and Bearhead bi-weekly, Net Zero Quarterly, Clean Foundation and numerous Provincial Department meetings as required.
- Landrie Lake and Little River Project – weekly
 - Into Design phase with Landrie Lake Pumping station and still in the negotiation phase with regards to Little River and the re-establishment of the line from there to Landrie.
 - New Project Manager is in place – Jason MacMillan.
 - In person meeting with Everwind March 27 at Purdy's Wharf offices in Halifax.
- Request for Proposal (RFP) State of Infrastructure of the Strait - awarded. Start-up meeting was end of January. Engagement and industrial scan has commenced by WESI.
- RFP for Centre of Excellence is awarded. Start up meeting was March 04. Steering committee meetings have commenced.
- Hiring of Manager of Energy Sector Development Continues – Hope to have this person in place for Apr. 01, 2024. Martin Thomsen has been successfully seconded from Cape Breton Partnership for a term of three years to fill this role.
- Work with Eastern District Planning Commission (EDPC) to determine next steps for Coastal Protection since it is now falling to municipalities and regional planning organizations.
- Work with Legal for trail development, permitted access and liability waiver(s).
- Returning Officer appointed, kick off meeting was March 5. Letter of offer and tariffs agreed to and signed last week of March.
- Chamber Upgrades –
About 95% complete – fine tuning of the system and further work on the microphones to be completed in the coming weeks. (Waiting on equipment ~~Jan-Feb.~~ March 2024)
- Work with EDPC and Legal to streamline Municipal Land sale and proper procedures so we are development-ready for upcoming housing projects and residential development throughout the County.
- RFP for West Richmond went to the Planning Advisory Committee in January and was referred to Committee of the Whole (COW) on Feb 12 for review and referral to council for release. Will be released in second week of March 2024. Site visit was March 28th with proponents and the Director of Operations. 2 bids were received and are being reviewed and submitted to council for approval week of May 9th

- Hiring of an interim/temporary Chief Financial Officer to cover off a leave of absence. Internal posting for 6 month term position for director of finance to further cover leave of absence. If an internal is qualified and takes the position, it will not need to be advertised externally, until and if, we need to fill the vacancy permanently in the late Fall.

IT

- Information Technology (IT) - The Municipal E-mail system has now been converted from the Notes platform to Microsoft 365. Users will have continued access to their Notes environments for historical purposes only. Historical data migration testing will begin soon, if successful, this may allow for the old Notes servers to be completely taken offline and decommissioned. Budget proposals were submitted for the general IT operating budget as well as upgrades to the Arichat/Louisdale Water Treatment Plants, Landfill, and Arena. A new office printer has been ordered and will be installed in the coming weeks. General maintenance and upgrades to infrastructure is ongoing.

Emergency Management and Fires Services

- Comfort Centre ACOA grant follow-up. – Project ended March 31st, 2024. The final claim to ACOA for the Municipality has been submitted. Some outstanding site visits and internal paperwork remains. – two remaining sites left for reconciliation of expenses, should be finished by the end of May.
- SRH monthly emergency planning meetings – paused at the moment – haven't met the last few months, waiting on the next date to be sent out
- Next FSANS Director's Meeting – May 26th, 2024, Attended Annual Conference April 26-28th, 2024 – Public Safety Field Communications TMR role out, Mental Health, DNRR, Next gen 911 and Canadian Firefighter Census were the hot topics
- VVPR – Voluntary Vulnerable Persons registry is in the early stages of gathering information on the best platform to use to move this item forward – ongoing, looking at what has been done in the province so far and a possible platform – King's County and HRM are the templates, Sault Ste. Marie Innovation has been contacted for information
- Looking at supplemental public alerting programs and what lines us up with our neighboring counties – Ongoing, receiving a presentation on April 8th – Voyent Alerting
- Looking at the Provincial exercise with NSEMO – May 29-30, 2024 – in planning stages for participation - ongoing
- Community group presentation – Seniors preparedness – New Horizon's Centre – June 2nd, 2024
- FPSC quarterly meeting – June 26th
- Fire Department meetings regarding draft registration changes - ongoing
- Working on post Storm report – multi day snow response – delayed due to ACOA project items and fiscal year end
- 2024/2025 budget items – Submitted/Complete

Department of Community Development and Recreation

- Construction of the Recreation Building 100% completed
- Multi Use Feasibility Study Engagement Plan
 - Upcoming: Council have identified additional focus groups. Staff will work with Consultants to prepare a schedule
- Online Interactive Map will be completed by EDPC
 - Additional information has been provided to EDPC
- Recreation Spring program(s) published and registration is open; Summer planning is underway

- Rick Hansen Facility Access Upgrades ongoing
 - The initial end date of December 2023 has been pushed to next year to allow for further upgrades to our three facilities, with the intent to meet Gold Certification for the Administration Building.
 - Municipal Capital Growth Program funding application has been submitted to assist with the required upgrades. The project is on hold until a decision is rendered on this application.
- Other Grants and Programs page added to our Municipal Website as a touch point for community for available funding opportunities. <https://www.richmondcounty.ca/other-grants-and-programs.html>
- AccessAwareness Week May 28 to June 3, 2024 activities have been planned. Richmond will host a series of events (Flag Raising Ceremony, Move It events and a Silent Disco this year) and partner with NSLEO and the YMCA of Cape Breton. Details to follow.
- Instructor agreement and booklet for our recreation and active living instructors is complete and will be implemented using a phased approach
- Richmond Arena is closed for the season
- April 2024 Volunteer of the Month is Doreen Boudreau, District 2
- Secured funding, in the amount of \$7,500 through Credit Union Atlantic's Community Investment Grant program to purchase equipment for our Free equipment loan program
- Secured funding, in the amount of \$750 (correction, last month it was noted that it was \$1,500), through the Participation Community Challenge program to purchase helmets and skates for the free helmet and skates' program at the Richmond Arena

Department of Finance

- The audit committee is scheduled for April 10, 2024.
- The financial statements are complete for 2022/23 and forwarded to the Province of Nova Scotia. The Financial Information Return has been submitted for 2022/23, along with the HST Offset grant for 2024/2025.
- Ongoing work is being carried out on the 2023/2024 fiscal year and we will soon be working on pre-planning for our next audit and working on initial preparations for year end.
- Initial planning for Budget 2024/2025 is started and in the coming weeks we will be having senior management meetings to discuss items and start to make some lists and plans for budget creation.
- The 2024 assessment roll has been uploaded into our system.
- February 9th tax sale went really well, we are still in the process of finalizing all the recordings and associated paperwork with the sale.
- We are working on insurance renewal paperwork, insurance renews on March 31st each year. Completed.
- Our semi-annual tax billing has taken place on April 1, 2024 and the bills mailed out.

Department of Public Works

Capital Projects Update

- Water Utility - District meter installation - not complete - working to complete one of two this year.
- Vehicle purchase (van - 2022) – ordered. Expected June/July.
- WMF transfer station fire detection system - no bids on tender. To be brought forward for 2024/25 budget deliberations.
- EV charging station – Installation complete. Awaiting connection to network and programming as well as groundwork to provide access to the unit.

- Landfill closure (West Arichat) – Out to tender.
- Sewer System Renewal – Complete for 2023/24. Next phase included in 2024/25 budget.
- Bulk water filling station - Deferred to budget.
- Arichat / Evanston Tower Upgrades – Generators installed and functional. Chemical dosing upgrades to follow – equipment received.
- Accessibility Upgrades - in progress. Funding received to continue in 2024/25.

Solid Waste Management

- Tender for 2024 Spring Heavy Collection closed April 2, 2024. Heavy Collection started May 6.
- Province is moving forward with EPR. Municipality registered along with 100% of other NS Municipal units.
- Municipality is working in partnership with Inverness and Victoria to prepare for the upcoming implementation of EPR.
- Transfer station repairs largely complete, some additional work remains but will not impact operations. Still dealing with insurance.
- We are proceeding with the installation of two new monitoring wells to replace wells that are no longer serviceable. The wells are required to meet NSECC monitoring requirements.
- Consultant engaged to complete pre-engineering complete with cost estimates for construction and demolition site expansion. New site must adhere to Province's revised guidelines and is expected to increase cost of disposal. Costs will be considered in upcoming budget.

Richmond Water Utility

- The department is working with a consultant to conduct a water rate study for the Richmond Water Utility. Rate hearing scheduled for May 29 at 1pm.
- A consultant has been engaged to carry out pre-engineering work related to residuals management at the Arichat WTP. An action plan must be submitted to NSECC by October 1, 2024. Final report received. To be reviewed with action plan due to NSECC by October.
- Awaiting contractor to complete a leak detection survey of our water distribution system in order to help identify leaks and reduce non-revenue water.

Richmond Sewer

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

Upcoming Events

- Association of Municipal Administrators Nova Scotia (AMANS) Spring Conference – May 22-24th
- Access Awareness Week - Flag Raising/Proclamation Ceremony – May 27th @ 10:30 am, followed by awards, Town Hall Move It Event – May 28th
- Superport Days – June 27-28th

Upcoming Meetings

- May 21st, 2024 – Planning Advisory/Heritage Committee Meeting
- May 23rd, 2024 – Budget Planning Meeting
- May 27th, 2024 – By-Law/Policy Committee Meeting
- May 27th, 2024 – Regular Council Meeting
- May 29th, 2024 – NSURAB Public Hearing – Proposed Water Rate Increase



Home care IS health care.

April 22, 2024

Warden Amanda Mombourquette
District 4 Councillor
amombourquette@richmondcounty.ca

Dear Warden Amanda,

Every year, VON Canada marks a special week to thank our dedicated staff and volunteers, and celebrate the caring home and community support they deliver. As this week approaches, we ask you to officially declare VON Week and celebrate VON's contribution and commitment to the home and community care sector in Richmond County.

VON Week this year is May 19-25th and our theme – ***Connected with Purpose*** – but no one person does it alone. Our connectedness is our success. Staff, volunteers, clients, families, community partners, sector colleagues, funders, donors. Together we make lives better. We are connected by purpose. ***Connected with purpose.***

VON Week is a chance to celebrate all that we have achieved and how we will impact the sector going forward. Now's the time to proudly say that we are key contributors to a strong, efficient healthcare system. We are proud to be supporting the health and safety of Richmond County.

I will follow up with your office to discuss your interest and availability in declaring VON Week and joining us in our celebrations.

We would be honored if you would participate in supporting us in celebrating VON Week in our community, by:

- **Proclaiming the opening of VON Week**
- **Raising the VON Flag at Municipal Offices in the County of Richmond, Arichat**
- **Light up a municipal landmark/building/area "blue" in celebration of VON Week**
- **Share our social media posts to demonstrate your support**

Thank you in advance for considering our invitation and support.

A handwritten signature in black ink, appearing to read 'Glenda Kipp', is written in a cursive style.

Sincerely,
Glenda Kipp
Manager of Home and Community Care

VICTORIAN ORDER OF NURSES FOR CANADA | CAPE BRETON RICHMOND

8A Industrial Park Road Louisdale NS, B0E 1V0 | T: 902-345-2900 | Fax 902-345-2645 | www.von.ca
VON is accredited with Exemplary Standing by Accreditation Canada
Charitable Number: 75199 8493 RR0001



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

Proclamation

VON Week

May 19-25th, 2024

Connected with Purpose

Whereas, The Victorian Order of Nurses for Canada is a charitable community-based health care organization that has addressed community health and social needs for over 125 years.

Whereas, VON Cape Breton nurses, home support workers, community service coordinators and many other staff and volunteers have been caring for the lives and well-being of residents of CBRM and Richmond County and since 1900 and in Richmond in 2019; and VON's nursing, health promotion and support services make a contribution to the health care system in Nova Scotia.

Therefore Be It Resolved that I, Amanda Mombourquette Warden of the Municipality of the County of Richmond, on behalf of Council, hereby proclaim May 19-25th, 2024 as VON Week here in Richmond County.

I would like to encourage all residents of Richmond County to support VON and our community by sharing positive messages and financially supporting VON charitable programs.

Dated at Arichat, Nova Scotia

This ____ day of May 2024

Warden Amanda Mombourquette

The Municipality of the County of Richmond
2357 Hwy 206, P.O. Box 120
Arichat, NS B0E 1A0



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: Jim Davis, Interim CFO

DATE: May 06, 2024

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

Dear CAO,

Attached is a grant application from Richmond River Roots Market Garden Society for the Type 4 – Regional/Health/General Grant Funds in the amount of \$ 9,200.00. The application appears complete and is ready to be addressed by Council.

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

Best Regards

JD

Jim Davis, Interim CFO

Grant Type

4



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

Richmond River Roots Market Garden Society's Mission is to contribute to increasing food security, food sustainability and food sovereignty in Richmond County and surrounding areas. Recognizing the extent of food insecurity in the area, in 2019, the Dr. Kingston Centre Memorial Community Health Centre developed a social enterprise to address food security based on a two-acre market garden. Located in River Bourgeois, next to the St. John the Baptist Catholic Church, the renovated Glebe House offers space for our commercial kitchen, café and classes. Our social enterprise centres around increasing food security in Richmond County through a multi-faceted approach. River Roots objectives are to (1) increase access to fresh, affordable produce; (2) increase knowledge and implementation of 'backyard gardening' by County residents; (3) educate one to two apprentices/year in eco-agricultural/heritage approaches to market gardening; (4) utilize our community kitchen to teach and produce meals for vulnerable community members and (5) provide a safe, welcoming space for socialization. Workshops are one way we can increase understanding of the challenges we face as Richmond County community members related to food security, sustainability and sovereignty. These challenges impact us all - some more than others. With funds from the Municipality, we can provide workshops at no cost to participants, extending our reach to many who struggle financially. Workshops not only provide information, they provide opportunities to engage with others. Secondly, our present staff do not have the time to coordinate volunteers and we have plenty of volunteer opportunities in the Glebe House and in the garden! Both of these endeavours support health through social inclusion.

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

We would provide 12 workshops on topics from planting seeds to cooking low cost nutritious meals. Staff time - 6 hrs/workshop - \$25/hr x 12 + MERC = \$1,800 (recruit workshop leaders, participants, etc.) Workshop leaders - \$250/workshop x 12 = \$3,000 Miscellaneous (posters, etc.) - \$200. Grant admin - \$750. Total \$5750.00. Please see additional page.

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: \$



Grant/Funding Application

Organization Legal Name Richmond River Roots Market Garden Society	Contact Person Dorothy R Barnard
--	--

Position in Organization Board Chair	Email barndr@gmail.com	Telephone 902-535-3447
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Mailing Address
PO Box 42, River Bourgeois, B0E 2X0

Signature <i>Dorothy R Barnard</i>	Date April 2, 2024
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Are you registered through the Registry of Joint Stocks? Yes No

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

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

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

What you need to know before applying for funding

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

Please forward 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



Additional Information Sheet

Volunteer coordinator - contract \$3,000 for 12 months. (@3hrs/wk x 42 wks)

Responsibilities:

- update volunteer manual and forms
- recruitment and retention of volunteers
- develop roster of volunteers and their interests
- booking of volunteers

Grant admin - \$450

Total: \$3,450

Total ask from the Municipality \$9,200.00

River Roots Budget 2024-2025

Expenses:

Staff:

Project coordinator -	\$25/hr x 20 hr/wk x 52 wks + MERC	\$ 29,900.00
Gardener #1-	\$20/hr x 37.5 hr/wk x 52 wks + MERC	\$ 44,850.00
Gardener #2-	\$20/hr x 37.5 hr/wk x 52 wks + MERC	\$ 44,850.00
Cleaner-	\$20/hr x 4 hr/wk x 52 wk + MERC	\$ 4,800.00

Total: **\$124,400.00**

Staff wages covered by grants **\$ 19,685.00**

RRR total: **\$104,715.00**

Garden expenses (not covered by grants):

Compost	\$ 2,000.00
Compost delivery	\$ 1,200.00
Topsoil	\$ 2,500.00
Topsoil delivery	\$ 1,300.00
Other equipment	\$ 8,000.00

Total: **\$ 15,000.00**

Programming expenses (not covered by grants)

Meal ingredients supplementing our produce	\$ 5,300.00
Advertising	\$ 1,200.00
Materials	\$ 2,500.00
Printing	\$ 2,500.00

Total: **\$ 11,500.00**

Miscellaneous:

Insurance	\$ 1,050.00
Utilities	\$ 3,400.00
Business expenses (e.g., food establishment renewal)	\$ 750.00
Other (travel, promoting, etc.)	\$ 1,200.00

Total: **\$ 6,600.00**

Total expenses: **\$137,815.00**

Income:

Meals with friends (42/yr)	\$ 3,000.00
Meals with Ben x 6	\$ 1,200.00

Honey (after beekeeper expenses)	\$ 300.00
Value added products	\$ 500.00
Garden produce	\$30,000.00

Promised donations -	\$36,000.00
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Total:	\$71,000.00
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Deficit:	\$66,815.00
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Learning year for our two gardeners who are experienced gardeners but not familiar with our soil and weather. The two greenhouses are now fully functional and should provide some crops over the winter. The potential of produce sales from our infrastructure is stated to be \$120,000 by our market garden consultant...achievable within the next two years. Our social programming will always require supplemental funding.

We have potential for additional donation funds and started the year with a positive balance.

Richmond River Roots Market Garden Society Board of Directors

Dorothy R Barnard, Chair, 11 Wharf Road, River Bourgeois, B0E 2X0

Clair Rankin, 9735 Grenville St, St. Peter's, B0E 3B0

Nicki MacKenzie, PO Box 571 , Louisdale, B0E 1V0

Sherry Sampson, 3863 Point Michaud Rd, Lower L'Ardoise, B0E 1W0

Katie LeBlanc, 8710 Highway 4 River Bourgeois B0E2X0

Julia Burke, 402 Southside River Bourgeois Rd. River Bourgeois, B0E 2X0

Dorothy R Barnard

RIVER ROOTS MARKET GARDEN SOCIETY

Profile Relationships Events (6)

Name Relationship
DOROTHY R BARNARD Director

Effective From
01-May-2020

Society Annual Renewal Statement (SR516572)
Registered on: 15-Feb-2024, Effective from: 15-Feb-2024

Name Relationship
DOMINIQUE J MACKENZIE Director

Effective From
01-May-2020

Society Change of Directors and Officers (SR368798)
Registered on: 24-Apr-2023, Effective from: 24-Apr-2023

Name Relationship
CLAIR RANKIN Director

Effective From
24-Feb-2021

Society Annual Renewal Statement (SR365311)
Registered on: 17-Apr-2023, Effective from: 17-Apr-2023

Name Relationship
SHERRY SAMPSON Director

Effective From
17-Apr-2023

Society Annual Renewal Statement (SR178447)
Registered on: 10-Feb-2022, Effective from: 10-Feb-2022

Name Relationship
JULIA BURKE Director

Effective From
17-Apr-2023

Society Annual Renewal Statement (SR19698)
Registered on: 22-Mar-2021, Effective from: 25-Feb-2021

Items per page 5

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STATEMENT OF INCOME AND EXPENDITURES FOR
Richmond River Roots Market Garden Society

(society name)
for the fiscal period ending

2024-03-31

(yyyy/mm/dd)

Table with 2 columns: Description and Amount. Rows include Income (Membership fees, Fund raising, Other revenue), Total Income (90,562), Expenditures (Administration, Education and training, Insurance, Professional fees, Salaries, Other expenditures), Total Expenditures (51,412), Net Surplus or (Deficit) (39,150), Surplus or (Deficit), beginning of year (3,672), and Surplus or (Deficit), end of year (42,823).

Auditor or Director: Sherry Sampson (signature)

Director: Dorothy Barnard (signature)

Sherry Sampson (name)

Dorothy Barnard (name)



Service Nova Scotia

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BALANCE SHEET FOR
Richmond River Roots Market Garden Society
(society name)

for the fiscal period ending 2024-03-31
(yyyy/mm/dd)

Assets	2024
Current Assets	
Cash and deposits	42,823
Accounts receivable	_____
Prepaid expenses	_____
Capital/Fixed Assets	_____
Equipment	_____
Land and buildings	_____
Other capital/fixed Assets	_____
A. Total Assets	<u>42,823</u>
Liabilities	
Current liabilities	
Amounts payable	_____
Taxes payable	_____
Long Term Debt	_____
Mortgage	_____
Other	_____
B. Total Liabilities	<u>0</u>
Equity	
Retained earnings/deficit	3,672
General reserve	_____
C. Total Equity	<u>39,150</u>
	<u>42,823</u>
Total Liabilities and Equity (A must equal B + C)	42,823 <u>42,823</u>

Auditor or
Director: Sherry Sampson
(signature)
Sherry Sampson
(name)

Director: Dorothy Bernard
(signature)
Dorothy Bernard
(name)



Service Nova Scotia

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Registry of Joint Stock Companies

STATEMENT OF INCOME AND EXPENDITURES FOR
Richmond River Roots Market Garden Society

(society name)
for the fiscal period ending

2023-03-31

(yyyy/mm/dd)

Income	20 23
Membership fees	
Fund raising	75
Other revenue	7,111
Other revenue	8,476
A. Total Income	<u>15,662</u>
Expenditures	
Administration	
Education and training	
Insurance	
Professional fees	
Salaries	14,076
Other expenditures	12
Other expenditures	
B. Total Expenditures	<u>14,088</u>
C. Net Surplus or (Deficit) (A - B = C)	<u>1,574</u>
D. Surplus or (Deficit), beginning of year	<u>2,098</u>
E. Surplus or (Deficit), end of year (C + D = E)	<u>3,672</u>

Auditor or
Director: Sherry Sampson
(signature)

Director: Dorothy R. Barnard
(signature)

Sherry Sampson
(name)

Dorothy Barnard
(name)



Service Nova Scotia

Registry of Joint Stock Companies

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BALANCE SHEET FOR

Richmond River Roots Market Garden Society

(society name)

for the fiscal period ending 2023-03-31
(yyyy/mm/dd)

Table with columns for Assets, Liabilities, Equity, and Total Liabilities and Equity. Rows include Current Assets (Cash and deposits, Accounts receivable, Prepaid expenses), Capital/Fixed Assets (Equipment, Land and buildings, Other capital/fixed Assets), Current liabilities (Amounts payable, Taxes payable, Long Term Debt, Mortgage, Other), Retained earnings/deficit, and General reserve. Values are listed for 2023, with Total Assets and Total Equity both at 3,672.

Auditor or Director: Sherry Sampson (signature)

Sherry Sampson (name)

Director: Dorothy R. Barnard (signature)

Dorothy Barnard (name)



Registry of Joint Stock Companies

Date 15 February 2024

Sherry Sampson

Receipt Num TR1118964

Customer Ref. CT5926

H.S.T. # R125030429

Receipt

Sub Num	Name	Transaction Type	Registry ID	Total Cost CA\$
SR516572	RIVER ROOTS MARKET GARDEN SOCIETY	Annual registration of a society	3335349	\$31.15
Total				\$31.15

The payment was made against the account: AC1154

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

From: [Aline Langdon](#)
To: [Shelley David](#)
Subject: Roaming farm animals
Date: May-09-24 9:38:37 AM

Good morning Shelley,
As requested here is our letter to be placed on the agenda under 'Correspondence- Action required'.

Aline & Michael Langdon

[REDACTED]
Arichat, NS

May 9th /2024

To Richmond Country Council:

Re: A request for action to enact a bylaw for roaming farm animals.

We are writing this letter to express our disappointment and frustration regarding ongoing farm animals(chickens)roaming on our property for over 2 years and lack of help from our Municipality.

During this time, we have made numerous attempts to ask the owner to keep his chickens on his property and enclose them properly. We also reached out to the Municipality of Richmond several times for advice and direction on this issue, only to be told the Municipality of Richmond does not have a farm animal control officer nor a bylaw covering roaming farm animals. We have had several discussions with Municipal councillor Diggdon and Cecil Frost on this matter, the problem is still ongoing.

The chickens are a nuisance making a mess, destroying our gardens and landscaping ,leaving chicken poop all over the place including our main entrance and deck.

The owner was visited by Cecil Frost over 2 years ago.

Last week councillor Diggdon personally visited the owner to address the issue. Although we appreciate the efforts made by Councillor Diggdon and Cecil Frost, they are not farm animal control officers and have no bylaw to enforce. We were told by Councillor Diggdon that the issue is not only ours but many residents in the Municipality of Richmond County.

We have been very patient with the owner and given him ample time to make a proper chicken coop.

It is very disappointing that the Municipality of Richmond does not seem to take this issue seriously. We urge you to take these roaming farm animal problems seriously and to take appropriate action to address them immediately.

In closing, we would like to know the following.

1. Going forward, what is council going to do about roaming farm animals in Richmond County.

2. When will you enact a bylaw covering roaming farm animals ?

3. When will a farm animal control office be appointed?

Awaiting your reply,

Sincerely,

Aline and Michael Langdon

April 15, 2024

The Honourable John Lohr
Minister, Department of Municipal Affairs & Housing
PO Box 216
Halifax, NS B3J 2M4

Dear Minister Lohr:

Re: Service Exchange

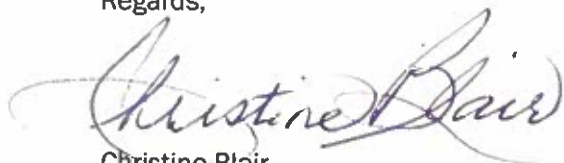
I would like to first acknowledge the extensive efforts to date to resolve longstanding issues by way of service exchange and municipal reform. I believe commendable progress has been made. However, as previously expressed, I remain concerned about how roads will be addressed moving forward.

Initial conversations concerning service exchange agreements involved J-class roads alone. For Colchester this would involve just over 111 kms. When additional classes of roads (G, H, and I) were added to the discussion, this brought our total to over 1,278 kms – quite a significant jump.

Our Council remains very concerned about the implications that proposed changes may have on our limited resources. The costs and logistics related to long-term maintenance, repair, and replacement of roads that could be transferred to our Municipality are still unknown. How will this affect our need for equipment, human resources, and supporting infrastructure required to house these additional resources? This is especially a concern as we continue to see rising costs on all products and services, labour shortages, and challenges sourcing equipment.

I know several other municipalities share similar concerns and feel it is important to bring this to your attention. I am hopeful and trust that future service exchange considerations concerning roads will involve extensive consultation, and ultimately have the best interest of all parties in mind.

Regards,



Christine Blair
Mayor

c. NS Mayors/Warden, CAOs
Colchester County Council



April 19, 2024

Chief Administrative Officers
Town Clerks

Dear CAOs and Town Clerks:

As you are aware the 2014-2024 Canada Community-Building Fund (CCBF) agreement expired March 31, 2024. I am writing to provide you with an update on the renewal of the CCBF.

In coordination with the Nova Scotia Federation of Municipalities, the Province continues to work diligently with the Federal Government on the new 2024-2034 CCBF agreement negotiations. All provinces and territories have been presented with changes to the CCBF program that are largely a result of the Federal Government's commitment to tying new infrastructure investments to actions that will, in their view, increase the supply of housing. The Federal Government will require some municipalities to provide housing needs assessments to access federal funding opportunities.

In 2022, the Department of Municipal Affairs and Housing (DMAH) launched a province-wide housing needs assessment (HNA) process to better understand the housing demand in local communities. HNAs were completed for and shared with all municipalities in 2023 and can be leveraged to meet federal requirements. Informed by the HNAs, DMAH released the Our Homes, Action for Housing plan in 2023. This plan was created to guide the provincial commitments to support the development of more housing and to complement federal and municipal initiatives.

Both of these initiatives position the Province and municipalities well regarding the new CCBF agreement.

I would also like to take this opportunity to remind municipalities that until a renewed CCBF agreement is signed, any unspent funds and any interest earned thereon held by municipalities, that have not been expended as of March 31, 2024, will nevertheless continue to be subject to the 2014-2024 CCBF Municipal Funding Agreements (MFA). Once the new Federal/Provincial CCBF agreement is signed, we will send out new MFA's that cover the program parameters and will schedule information sessions to ensure a clear understanding of the new agreement.

We are working hard to ensure that there is no interruption in the flow of CCBF funding to municipalities, however, taking the time to ensure the agreement is in the best interest of all parties is paramount. If you have any questions, please feel free to send them to the program email at: CCBF@novascotia.ca.

Regards,



Byron Rafuse, FCPA
Deputy Minister



Municipal Report



Municipality of the County of Richmond

Department of Municipal Affairs and Housing

Municipal Profile and
Financial Condition Indicators Results

2021-22

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Introduction

The Department of Municipal Affairs and Housing compiles municipal indicators on behalf of the Nova Scotia Government and the Association of Municipal Administrators of Nova Scotia (AMANS) that focus on three areas:

- financial matters;
- administration of the municipality; and
- characteristics of the community.

This report creates a snapshot from those financial and demographic statistics to help community members and decision makers better understand:

- the municipality in which they live;
- the municipality's key characteristics; and
- the municipality's financial risks.

For example, the snapshot makes it easy to:

- compare the Three-Year Change in Tax Base indicator to understand the municipality's revenue growth in comparison to cost of living; and
- use the change in population to indicate whether a community's population is growing or declining and its potential impact on municipal revenues and expenses.



Chapter 1 - Municipal Profile

Municipalities are diverse and operate within unique demographic and economic characteristics. These characteristics have a significant impact on municipal performance and subsequent strategies required to ensure a sustainable environment. This chapter outlines the unique demographic and economic characteristics of the Municipality, specifically its composition, population trends, demographics, median household income levels, employment rates, and educational attainment. The municipal profile trends could have impacts on the current and potential future tax base for a municipality.



Municipal Profile - Highlights

About the Municipality

Located in: Richmond County

Approximate size: 1,240 km²

Number of dwellings*: 5,547

Government: 5 Elected councillors (including the Mayor)

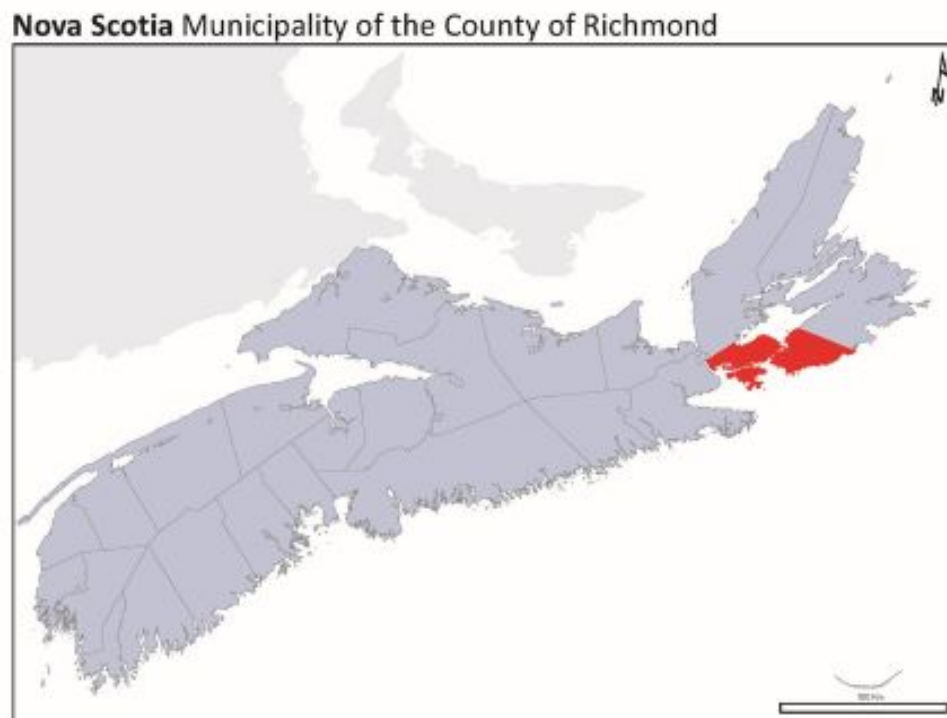


Figure 1 - Location of Municipality

Municipal Profile - Highlights

Population Highlights

Municipal Population 2021 Census:	8,509
Percent of Provincial population:	0.89%
Municipal Population 5-year trend:	0.60%
County's 5-year trend:	0.60%

Since the last census in 2016, **51** more people live in the Municipality

Population Change from 2016 to 2021

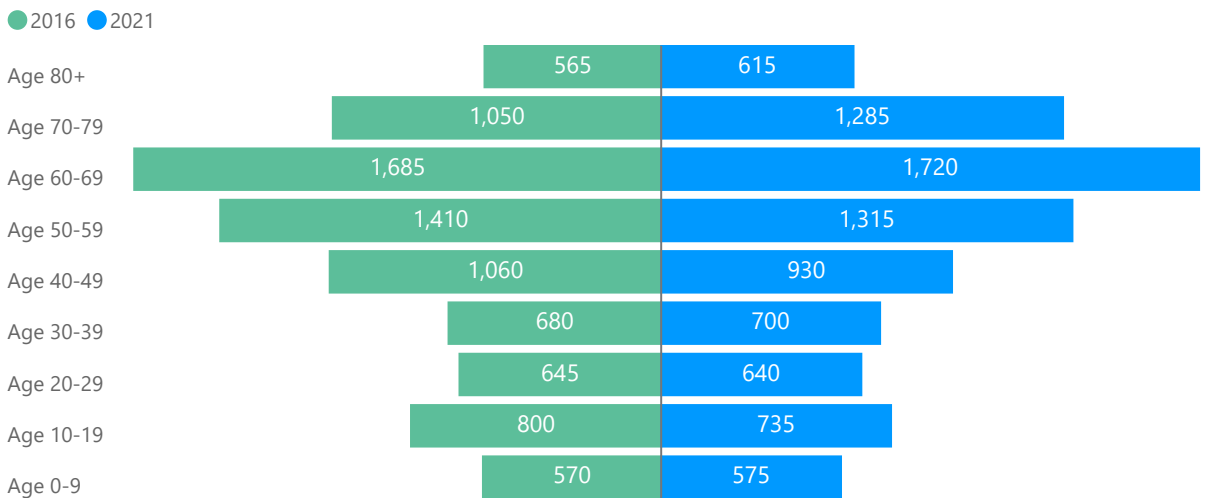


Figure 2 - Population Change from 2016 to 2021 (rounded to nearest five). Source: Statistics Canada

Municipal Profile - Highlights

Population Trends

20-year trend: Declining (supported by Figure 3 below)

Age trend: Majority between 60-69 years of age (supported by Figure 4 below)

Population Trend from 2001 to 2021

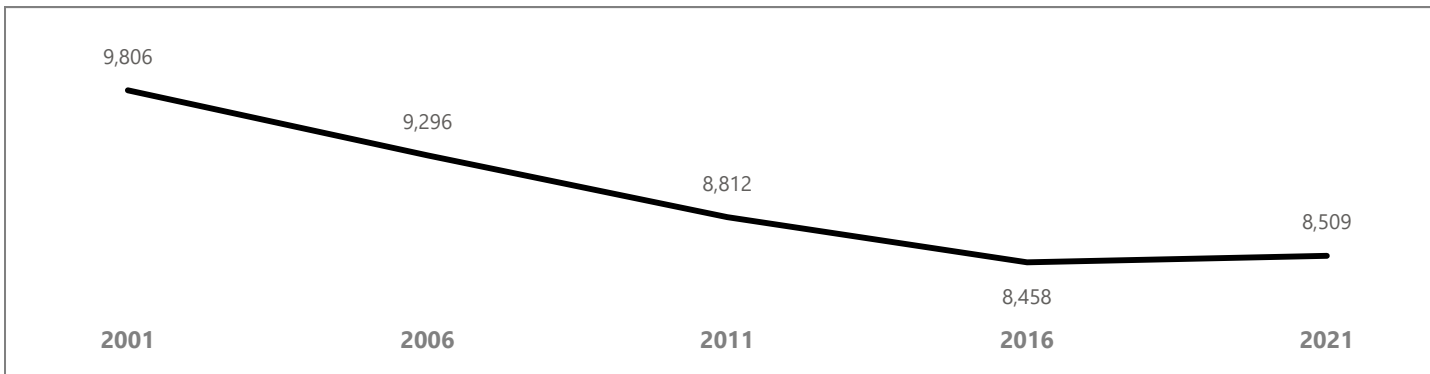


Figure 3 - Population from 2001-2021. Source: Statistics Canada

Population Change from 2016 to 2021

Year ● 2016 ● 2021

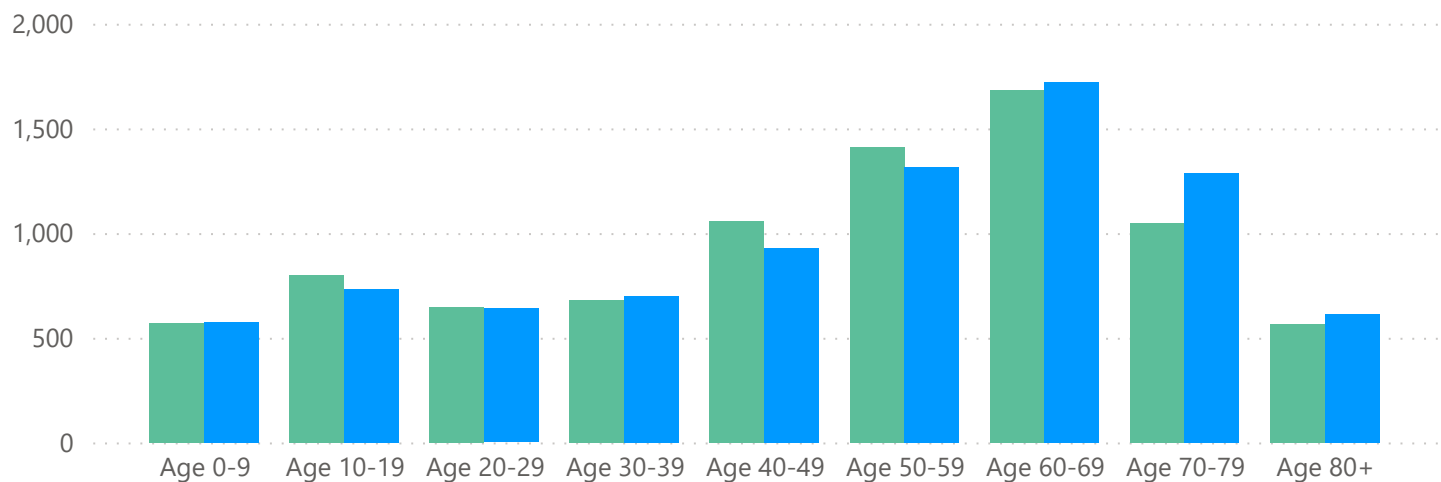


Figure 4 - Population by Age Group from 2016 to 2021. Source: Statistics Canada

Municipal Profile - Highlights

Population Comparison

Comparison of the Municipality of the County of Richmond vs. the Rural Average

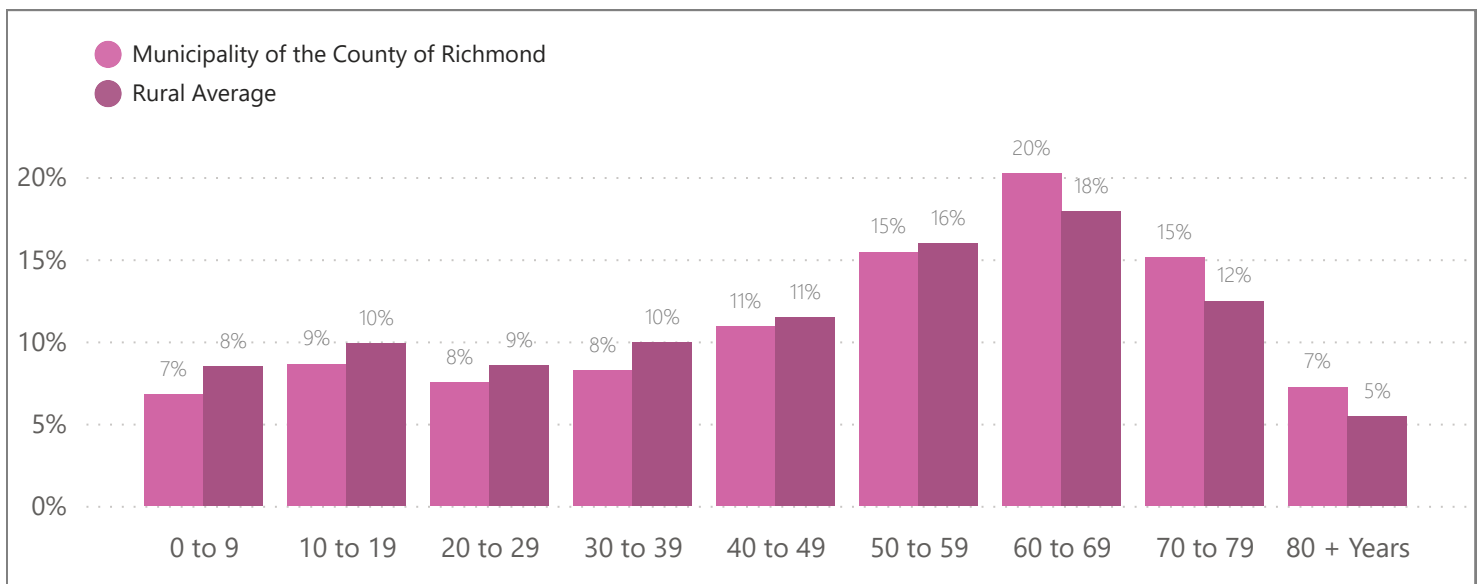


Figure 5 - Population by Age Group. Source: Statistics Canada

Comparison of the Municipality of the County of Richmond vs. the Provincial Average

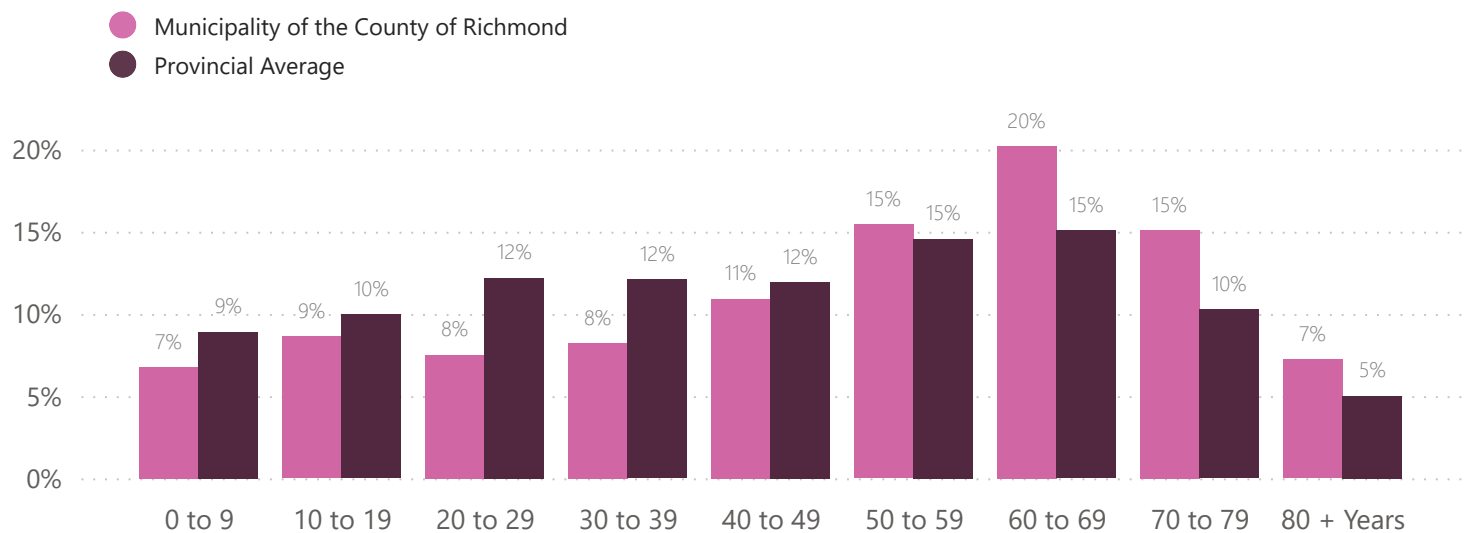


Figure 6 - Population by Age Group. Source: Statistics Canada

Municipal Profile - Highlights

Age Group Comparison

Population Age Groups

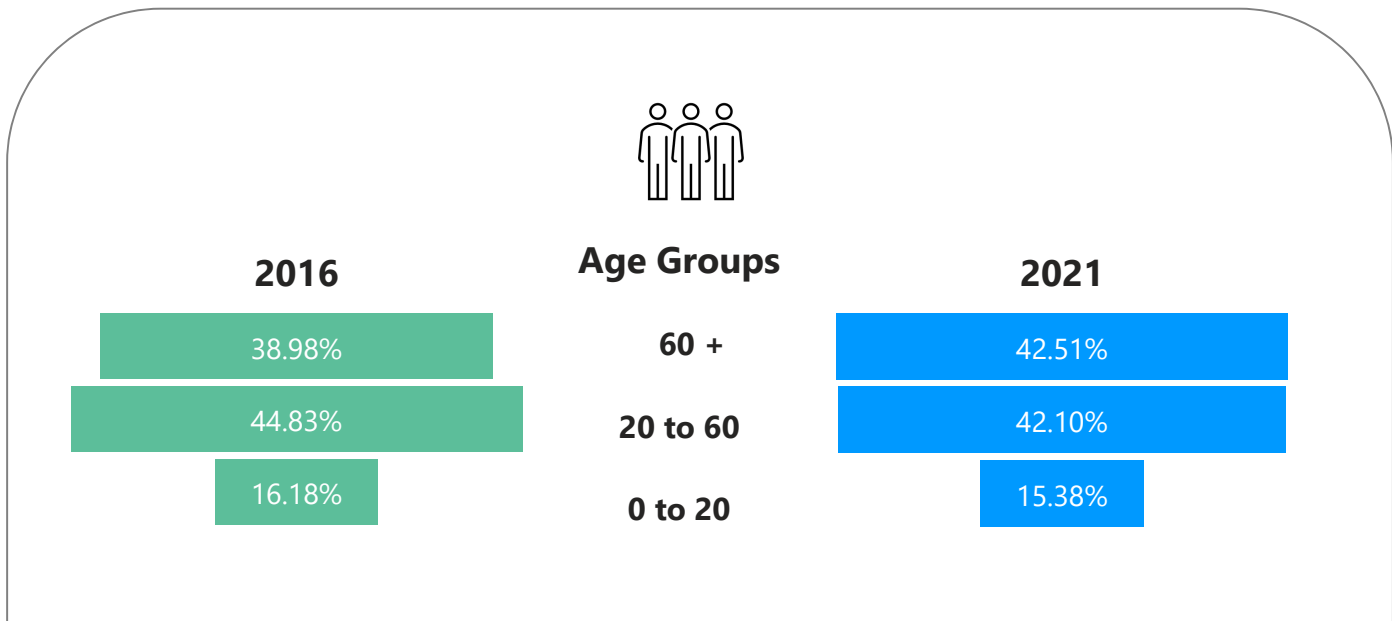


Figure 7 - Population by Age Group 2016 vs 2021. Source: Statistics Canada

Generational Groups

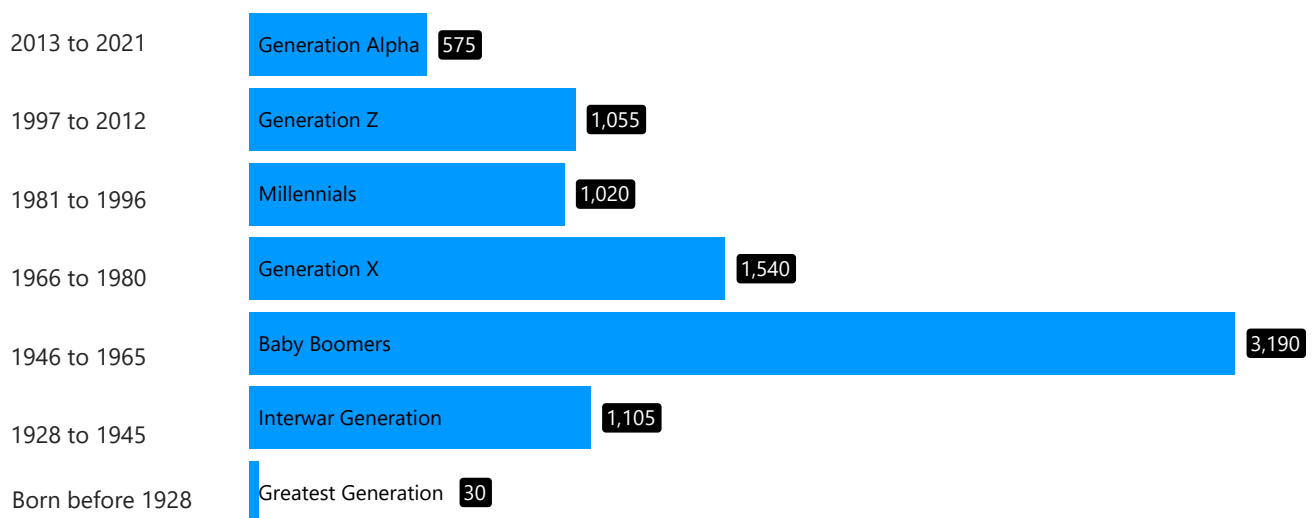


Figure 8 - Population by Generation for 2021 (rounded to nearest five). Source: Statistics Canada

Municipal Profile - Highlights

Economic Indicators

Along with population trends, employment rates and median household income are important economic indicators. Education levels can also play a crucial role in economic and social progress and can help improve income distribution. These factors provide an indication of the wellbeing of the economy and labour force.

	2016 Census	2021 Census	+/-	Provincial Average
Median household Income:	\$53,099	\$61,000	\$7,901	\$61,724
Employment rate:	44.0%	39.6%	-4.4%	46.2%
Education level:	51.9%	55.7%	3.8%	50.5%

Figure 9 - 2021 Census; Source: Statistics Canada

Median household Income: Municipality of the County of Richmond median household income increased since 2016.

Employment rate: The employment rate at the Municipality of the County of Richmond decreased since 2016.

Education level: The education level at the Municipality of the County of Richmond increased since 2016.

Chapter 2 - Assessment Information

Since property taxes are a primary source of revenue for most municipalities, special emphasis has been placed on reviewing assessment trends. For more information about the following financial indicators, please refer to Chapter 4 - Financial Condition Indicators.

Three-year change in

Tax Base (Uniform Assessment¹): 1.8% Growth is not keeping pace with the cost of living (Moderate risk)

Reliance on a Single Business or Institution: 9.6% Not dependent (Low Risk)

Residential Tax Effort: 1.4% Has some flexibility (Low Risk)

The line graphs below show the five-year trend of residential and commercial portion of the municipality's taxable assessment.

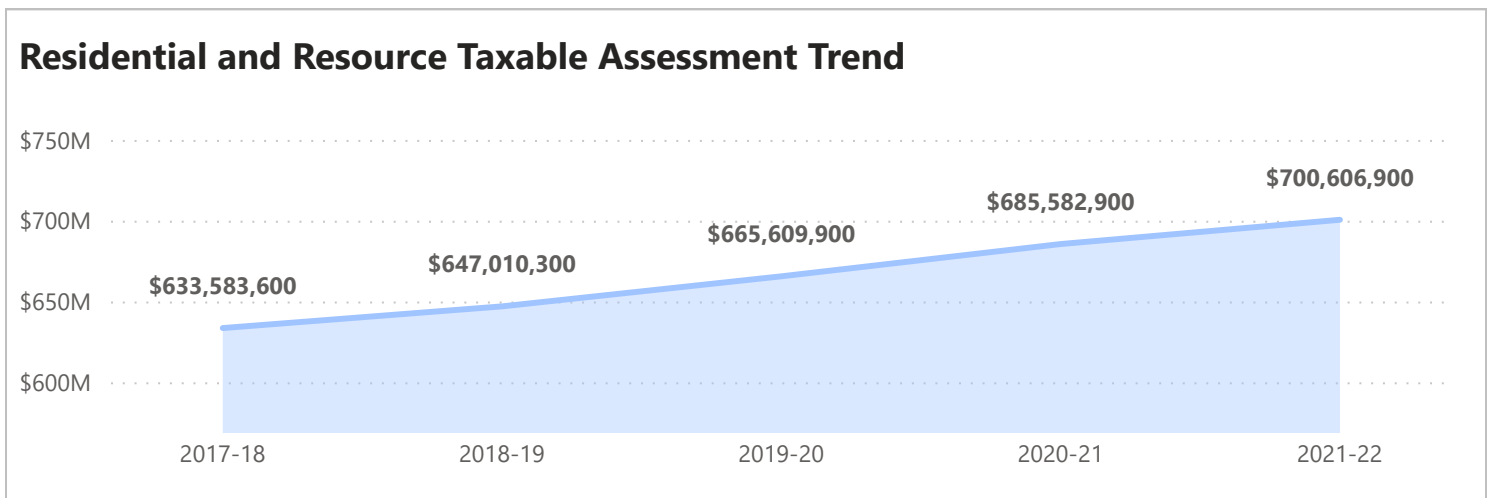


Figure 10 - Residential taxable assessment over the last five years. Source: 2017-18 to 2021-22 Statement of Estimates - Assessment

Commercial Taxable Assessment Trend

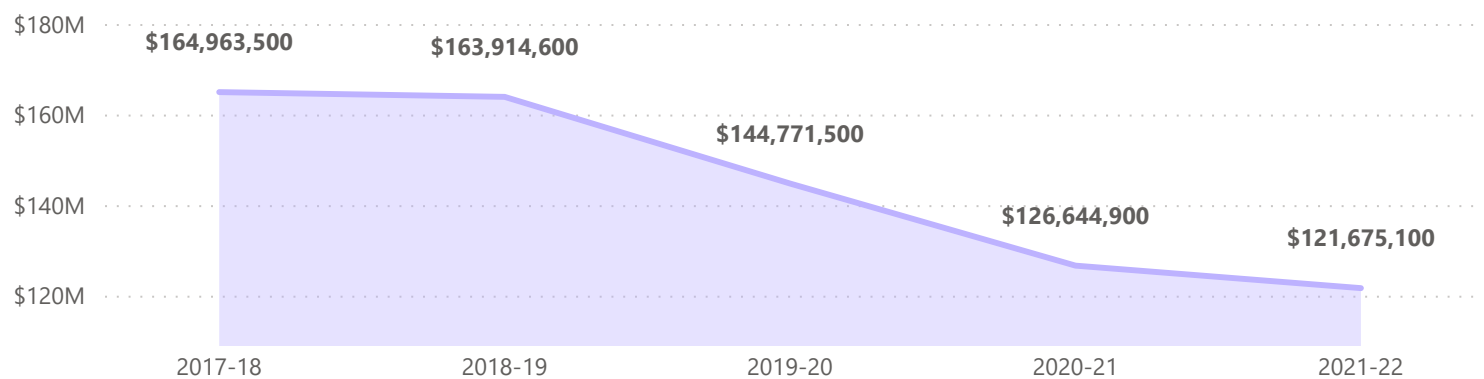


Figure 11 - Commercial taxable assessment over the last five years. Source: 2017-18 to 2021-22 Statement of Estimates - Assessment

¹ Uniform assessment is the value of a municipality's taxable property assessment plus the capitalized value of payments in lieu of taxes.

Chapter 3 - Financial Information

General Overview

Audited financial statements are presented on a consolidated basis. These consolidated financial statements present all municipal entities as one single reporting entity:

- all the individual funds managed by the Municipality
- organizations or enterprises that the Municipality owns or controls, such as:
 - Landrie Lake Water Utility, Richmond County - Port Hawkesbury Joint Development Commission, Richmond Housing Corporation

The Municipality's non-consolidated financial statements present the individual funds managed by the Municipality, such as the General Operating Fund, General Capital Fund, Non-operating Reserve Fund, Operating Reserve Fund and, if applicable, Water Operating Fund, Water Capital Fund, Water Reserve Fund, Electric Operating Fund, Electric Capital Fund, and Electric Reserve Fund. Non-consolidated financial statements are reconciled but not audited².

Financial Reporting Compliance

Legislated Requirements

Submitted before deadline³:

- | | |
|---|------------|
| ◦ Audited Consolidated Financial Statements | No |
| ◦ Financial Information Return (FIR) | No |
| ◦ Statement of Estimates - Assessment (SOE-A) | Yes |
| ◦ Statement of Estimates - Budget (SOE-B) | Yes |
| ◦ Management Letter/Internal Control Letter | No |
| ◦ Summary Report of Expenses | No |
| ◦ Summary Report of Hospitality Expenses | No |

Financial Statements include:

- | | |
|---|------------|
| ◦ Unqualified Audit Opinion | Yes |
| ◦ Elected Officials remuneration and expenses | Yes |

Expense and Hospitality report posted online quarterly	Yes
--	------------

² Please be advised that, although the Department of Municipal Affairs and Housing reconciles, at a high level, a municipality's non-consolidated financial statements to the consolidated financial statements, the non-consolidated financial statements are usually not audited nor presented in full accordance with Canadian public sector accounting standards.

³ Annually, municipalities are required to submit their financial information by Sept 30th.

Financial Highlights

Revenue

Total consolidated revenue:	\$21.9 Million
Revenue generated from own source revenue*:	\$19.1 Million
Total general operating revenue:	\$9.9 Million
Largest general operating revenue:	71% Net property taxes and payments in lieu of taxes

Expenses

Total consolidated expenses:	\$19.0 Million
Total general operating expenses:	\$8.9 Million
Largest general operating expense:	34% General government services

Annual Surplus

Annual consolidated surplus (deficit):	\$2.9 Million
Consolidated accumulated surplus (deficit):	\$32.5 Million
Annual general operating surplus (deficit):	\$817.6 Thousand

Debt

Total consolidated long-term debt:	\$7.2 Million
Total general capital fund long-term debt:	\$1.1 Million
General operating fund bank indebtedness:	\$0

* Total consolidated revenue excluding government transfers

Revenue

\$21.9M

2021-22 Consolidated Revenue

Total consolidated revenue: \$21.9 Million
 Largest revenue: \$10.0 Million Sales of services
 Revenue generated from own source revenue: 71%

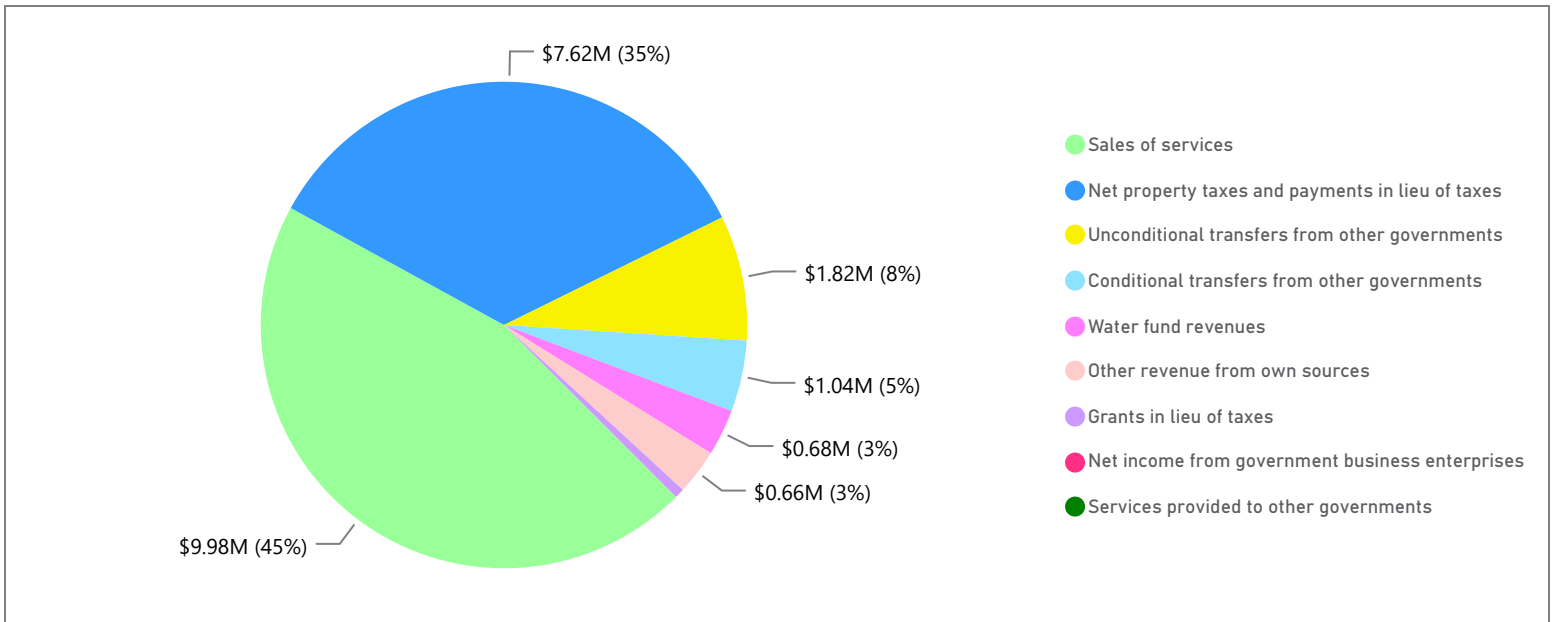
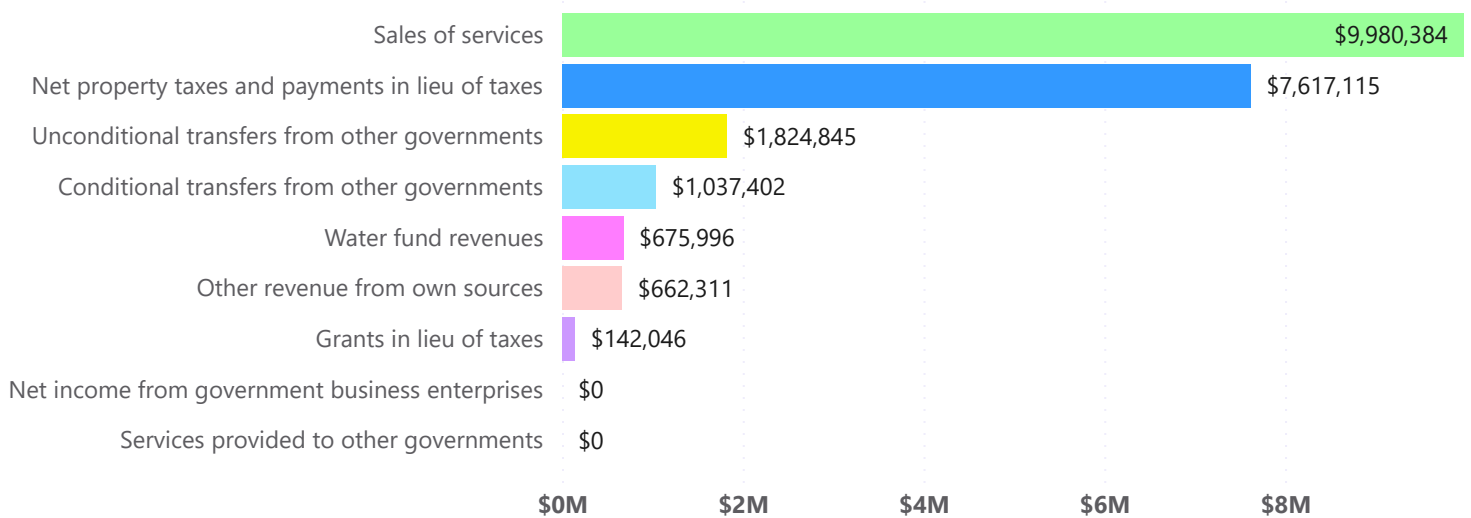


Figure 11 - Consolidated Revenue Source: 2021-22 Financial Information Return

The graphs above and below show the Municipality's consolidated revenue divided into categories.

Consolidated Revenue



Revenue

\$9.9M

2021-22 General Operating Revenue

Total general operating revenue:	\$9.9 Million
Largest general operating revenue:	71% Net property taxes and payments in lieu of taxes
Uncollected Taxes Financial Condition Indicator (FCI):	16.4%
Reliance on Government Transfers (FCI):	0.3%

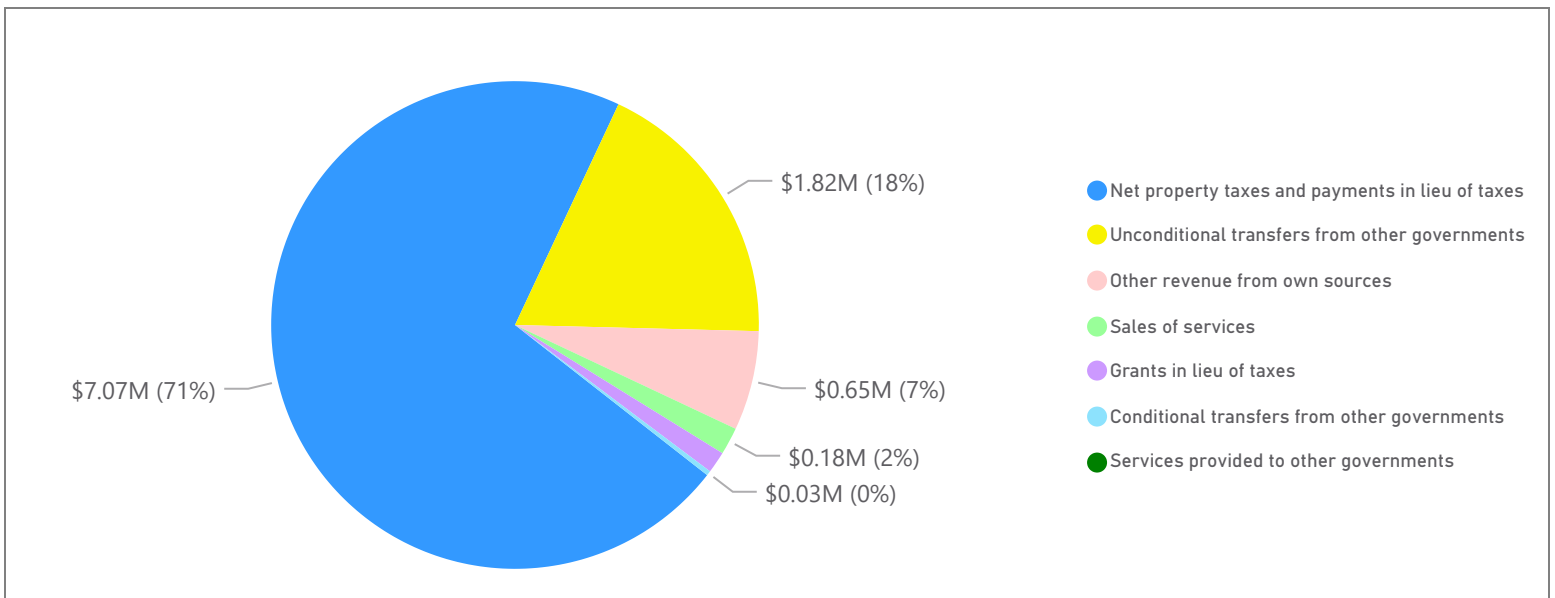
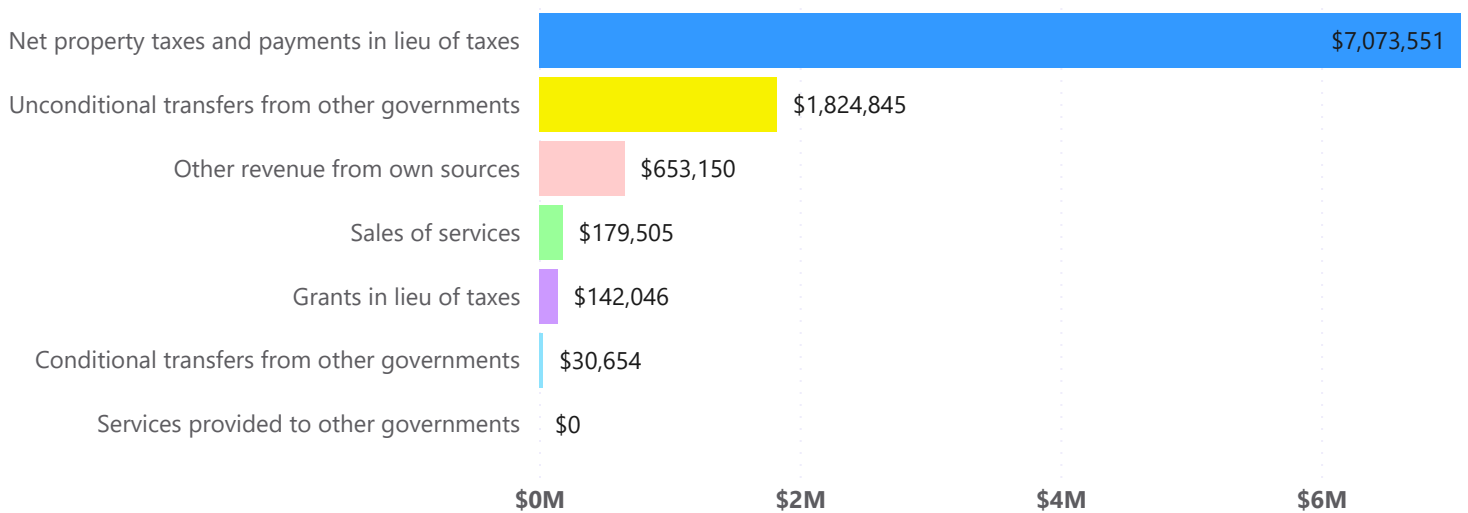


Figure 12 - General Operating Fund Revenue: 2021-22 Financial Information Return

The graphs above and below show the Municipality's general operating fund revenue divided into categories.

General Operating Revenue



Expenses

\$19.0M

2021-22 Consolidated Expenses

Total consolidated expenses: \$19.0 Million
 Largest expense: 42% Public health services

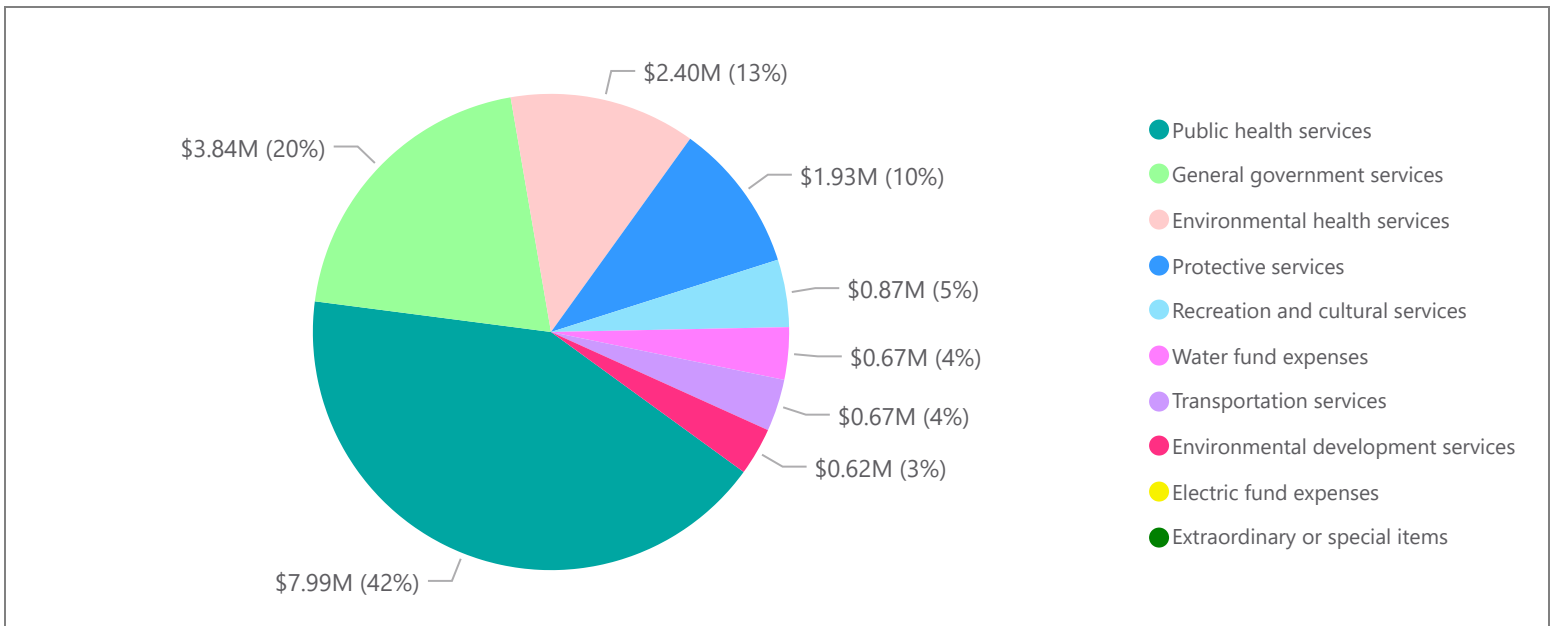
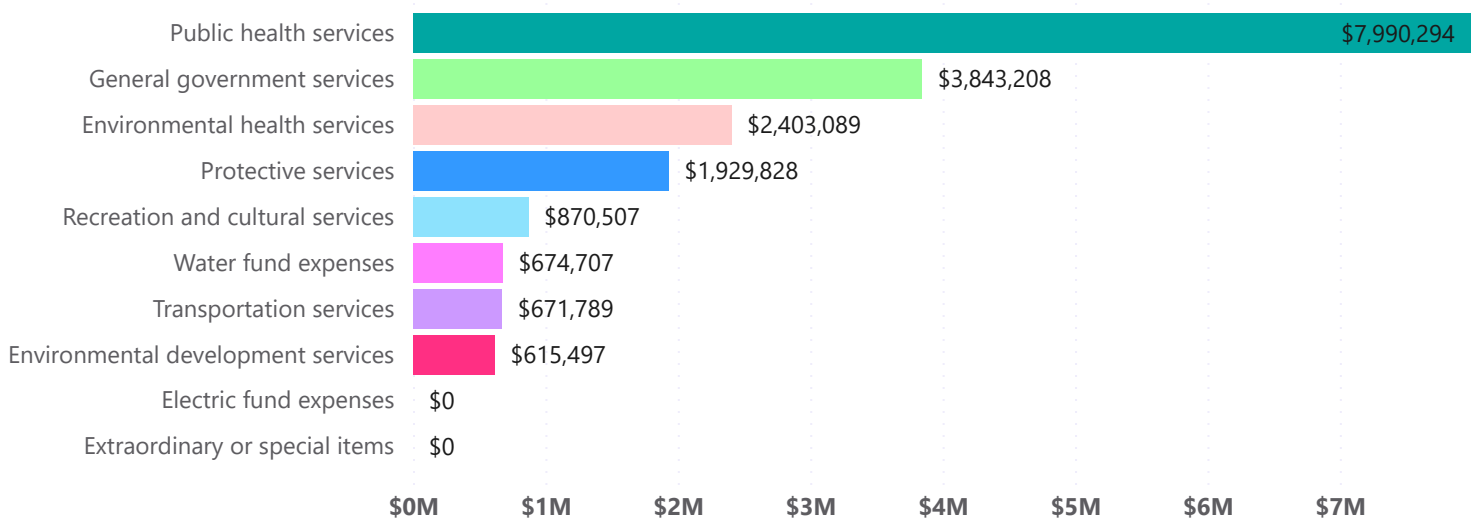


Figure 13 - Consolidated Expenses Source: 2021-22 Financial Information Return

The graph above and table below show the Municipality's consolidated expenses divided into categories.

Consolidated Expenses



Expenses

\$8.9M

2021-22 General Operating Expenses

Total general operating expenses:	\$8.9 Million
Largest general operating expense:	34% General government services
General operating reserves as a percentage of total general operating expenses:	70.0%

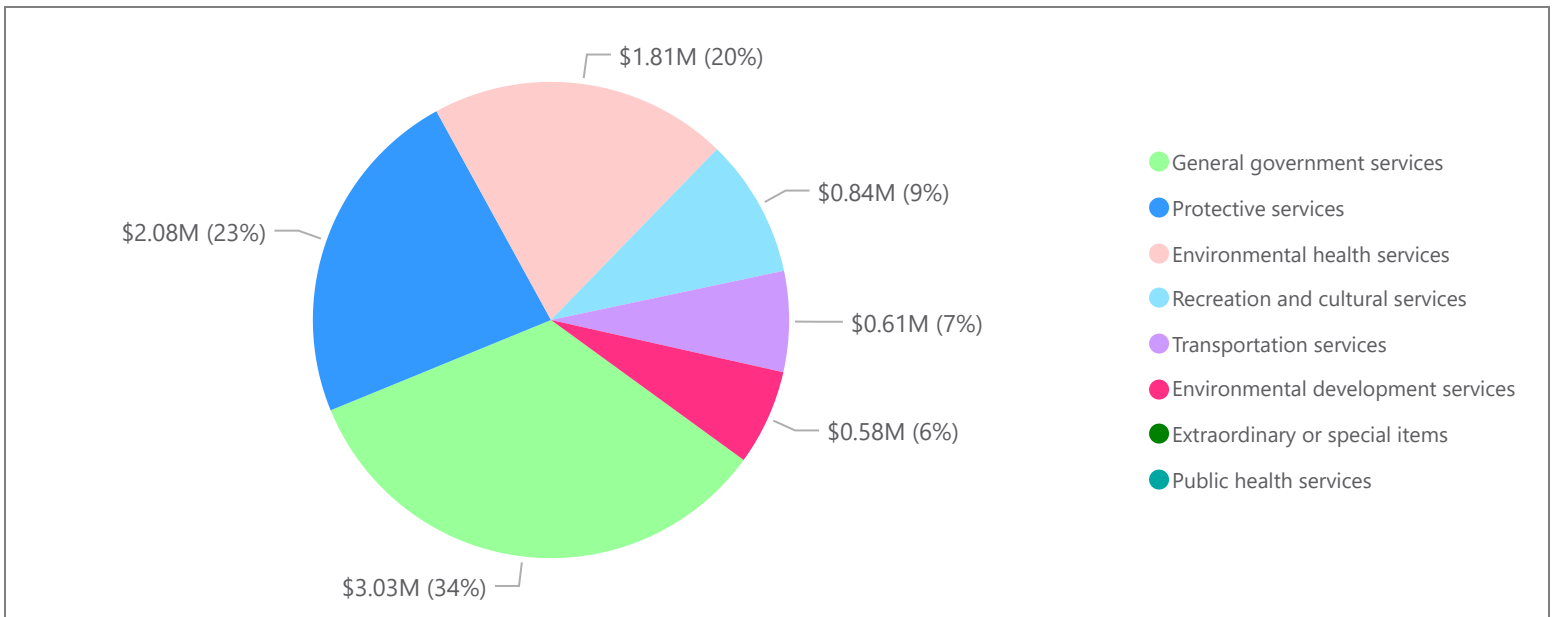
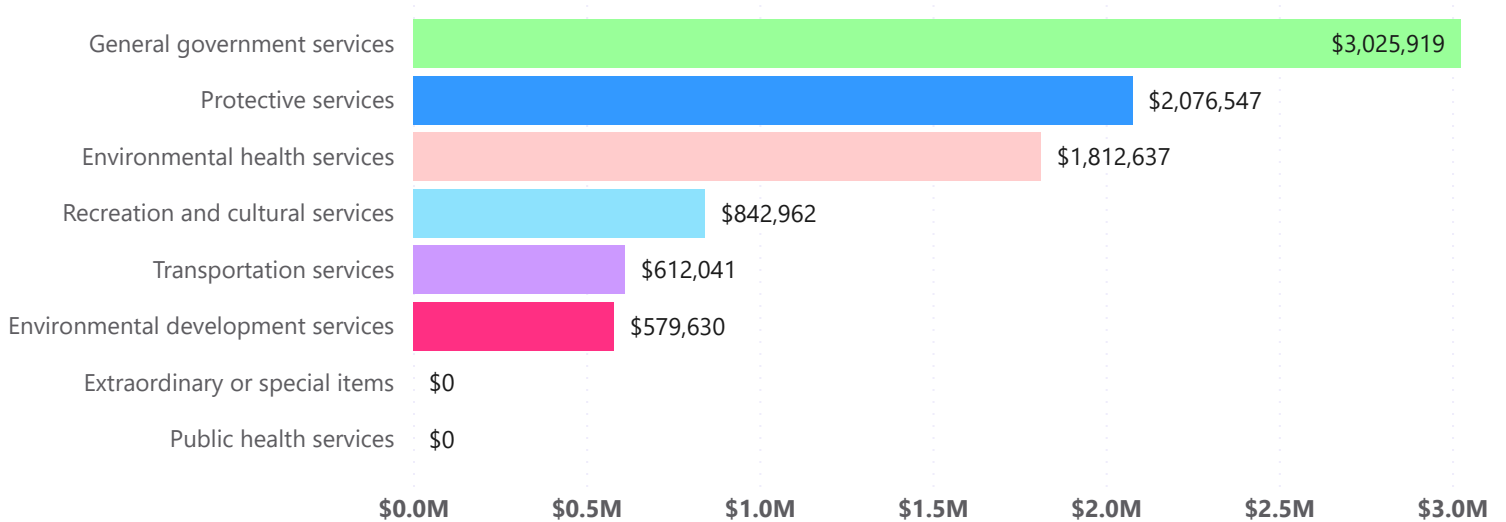


Figure 14 - General Operating Fund Expenses: 2021-22 Financial Information Return

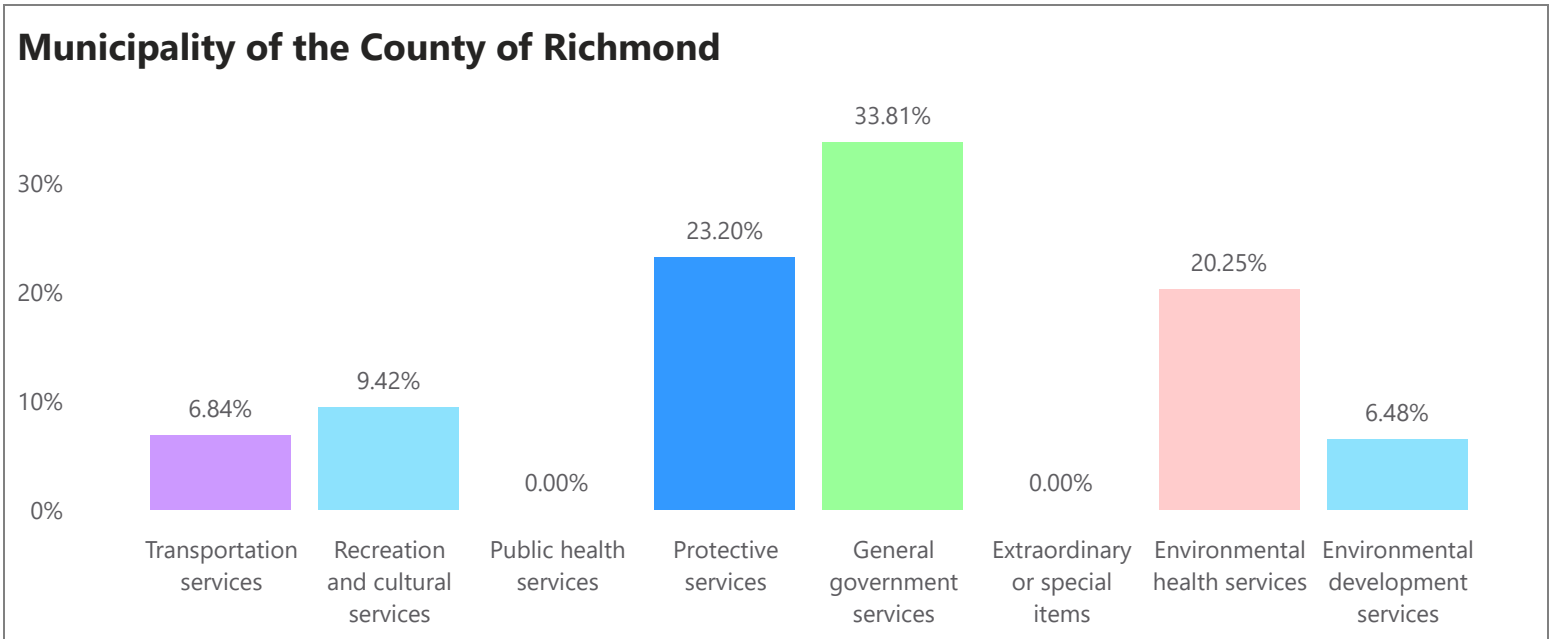
The graph above and table below show the Municipality's general operating fund expenses divided into categories.

General Operating Expenses



2021-22 General Operating Expenses Comparison to the Provincial Average

The graph below shows the expense by function for the municipal operations or General Operating Fund expenses compared to the Provincial Average.



Provincial Average

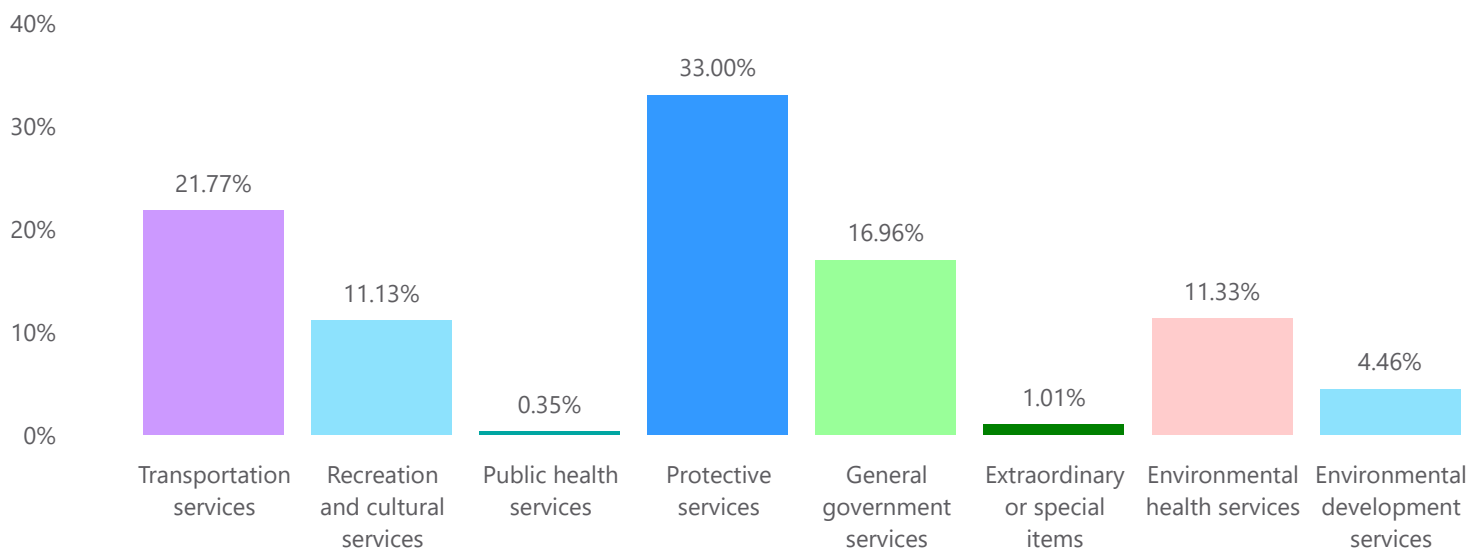


Figure 15 - Comparison of General Operating Fund Expenses to Provincial Average. Source: 2021-22 Financial Information Return

Accumulated Surplus (Deficit)

Annual surplus (deficit): Revenue - Expenses

Note: Annual surplus (deficit) is added to the accumulated surplus (deficit)

Annual consolidated surplus (deficit):	\$2.9 Million
Consolidated accumulated surplus (deficit):	\$32.5 Million
Annual general operating surplus (deficit):	\$817.6 Thousand
Number of Deficits in the Last 5 Years Financial Condition Indicator (FCI):	0

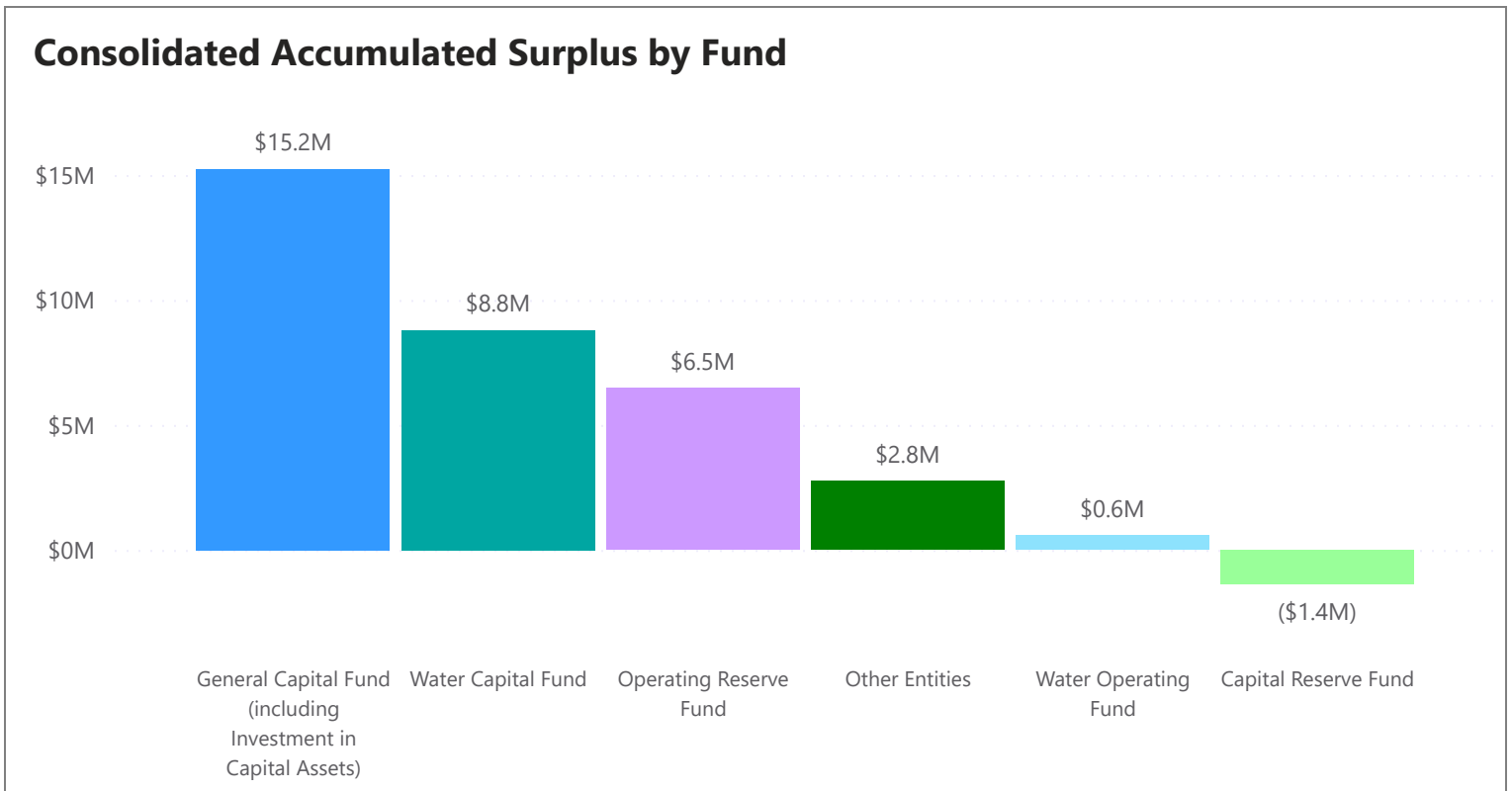


Figure 16 - Consolidated Accumulated Surplus by Fund. Source: 2021-22 Financial Information Return

Debt

Total consolidated long-term debt:	\$7.2 Million
Total general capital fund long-term debt:	\$1.1 Million
Debt Service Financial Condition Indicator (FCI):	2.8%
Operating fund bank indebtedness:	\$0
Outstanding Operating Debt FCI (as a percentage of Net Property Taxes/Payment in Lieu of Taxes, Grants in Lieu of Taxes and Government Transfers):	4.7%

Chapter 4 - Financial Condition Indicators: House Model

The Financial Condition Indicators (FCIs) condense multiple sources of information into a single visual “House Model” graph. The House Model gives a quick visual of a municipality’s strengths and possible areas where a municipality may want to focus its attention.

The Model:

The Model consists of twelve indicators organized into base, structure and roof, focusing on:

- Base: Three indicators relating to internal and external factors that could impact the municipality's revenue stream.
- Structure: Five financial indicators that concern management and debt; and
- Roof: Four key performance indicators, that reflect the municipality's ability to meet current and future needs in a balanced and independent manner.

Risk thresholds:

Each indicator is assessed against a risk threshold:

- low risk (**green**);
- moderate risk (**yellow**); and
- high risk (**red**).

Overall assessment:

The Department calculates an overall assessment for fiscal instability:

- low risk (**green**): 9-12 FCIs meet low risk threshold;
- moderate risk (**yellow**): 7-8 FCIs meet low risk threshold; and
- high risk (**red**): 6 or less FCIs meet low risk threshold.

For Comparison:

Prior years included the 5-Year Budget Accuracy as a financial condition indicator. Due to the impact of COVID-19, use of the 5-Year Budget Accuracy indicator has been suspended for 2020-2021 and 2021-2022. Its future inclusion or possible replacement will be re-evaluated for the 2022-2023 municipal reports.

Overall Assessment

Overall Assessment for: Municipality of the County of Richmond

Financial Condition:

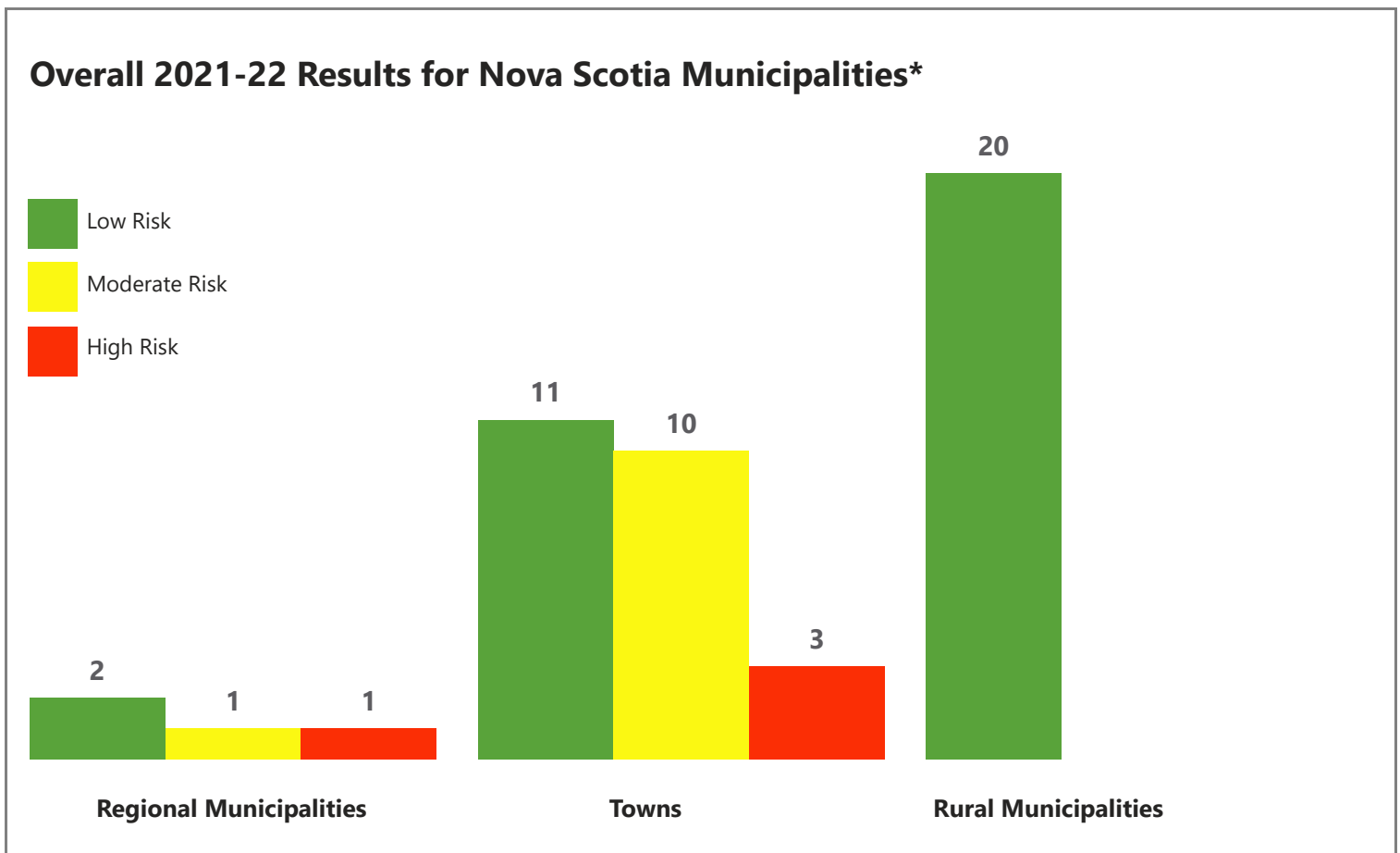
Low Risk

The overall Financial Conditions Index assessment for the Municipality of the County of Richmond is Low Risk.

This means that while the Municipality might face some challenges, it is considered low risk for fiscal instability.

Comparison:

The majority of Municipalities are at low risk (see chart below).



* Please note, these results do not include details from the Town of Mahone Bay due to outstanding financial reporting.

Financial Condition Indicators Highlights for 2021-22

Overall Assessment

Green (Low Risk)

The overall Financial Conditions Index assessment for the Municipality of the County of Richmond is Green (Low Risk).

This means that while the Municipality might face some challenges, it is considered low risk for fiscal instability.

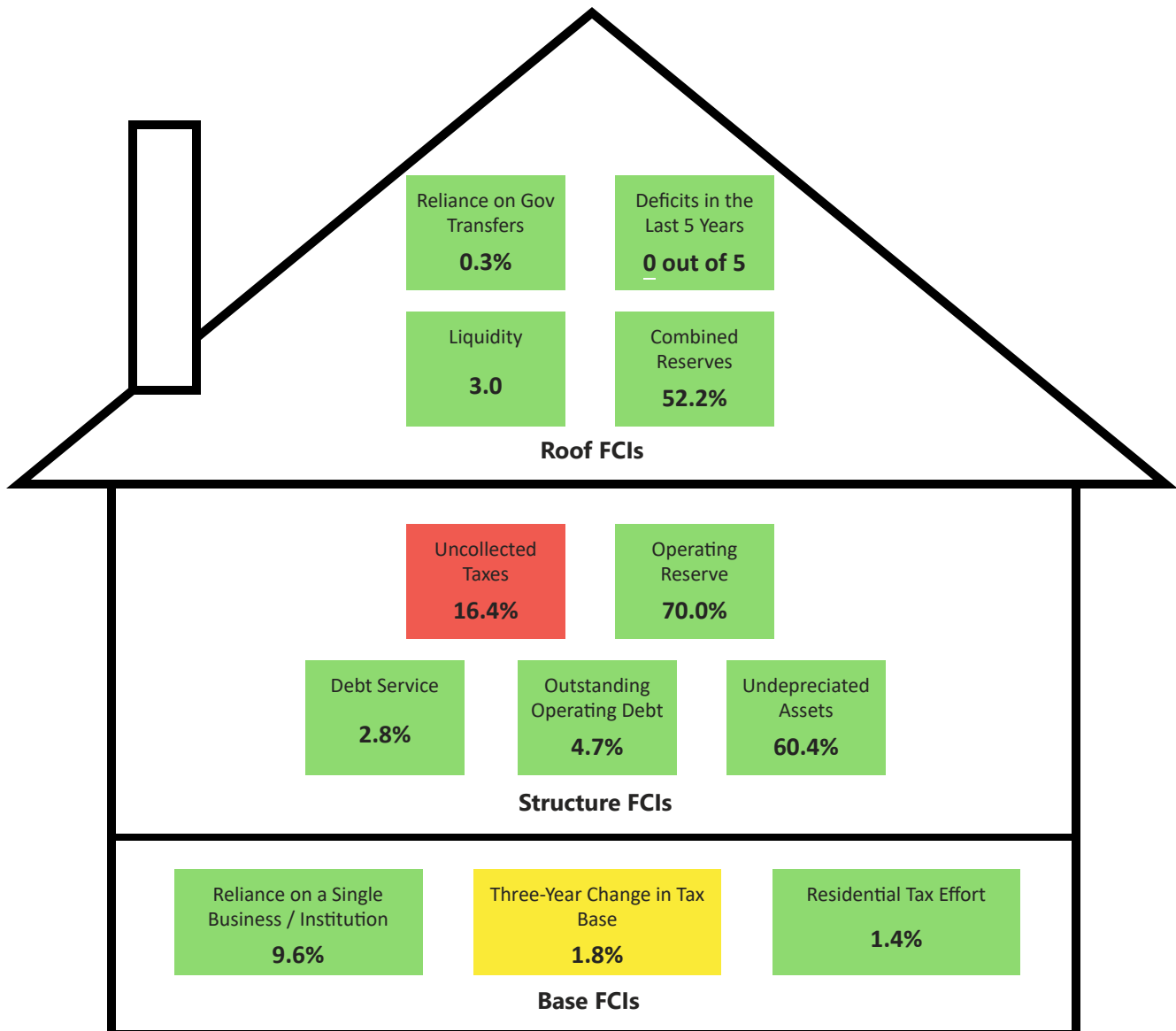
As shown in the House model below, the Municipality of the County of Richmond's FCIs are comprised of:

Low Risk (green): 10 Indicators

Moderate Risk (yellow): 1 Indicators

High Risk (red): 1 Indicators

Individual FCI results are presented in the House below and are compared to last year's result on the next page.



Two-Year Comparison of Financial Condition Indicators

BASE	2020-21	2021-22	+/-
Reliance on a Single Business or Institution	9.2%	9.6%	0.4%
Three-Year change in Tax Base	2.2%	1.8%	-0.4%
Residential Tax Effort	1.5%	1.4%	-0.1%
STRUCTURE			
STRUCTURE	2020-21	2021-22	+/-
Uncollected Taxes	19.3%	16.4%	-2.9%
Operating Reserve	65.2%	70.0%	4.8%
Debt Service	3.0%	2.8%	-0.2%
Outstanding Operating Debt	2.1%	4.7%	2.6%
Undepreciated Assets	60.5%	60.4%	-0.1%
ROOF			
ROOF	2020-21	2021-22	+/-
Reliance on Government Transfers	1.3%	0.3%	-1.0%
Number of Deficits in the Last 5 Years	1	0	-1
Liquidity	3.3	3.0	-0.3
Combined Reserves	91.0%	52.2%	-38.8%

*For 3-year Change in Tax Base, CPI change for 2020-21 was 6.7% and for 2021-22 was 12.1%.

Base FCI Indicator - Municipal Revenue Dimension

Reliance on a Single Business or Institution

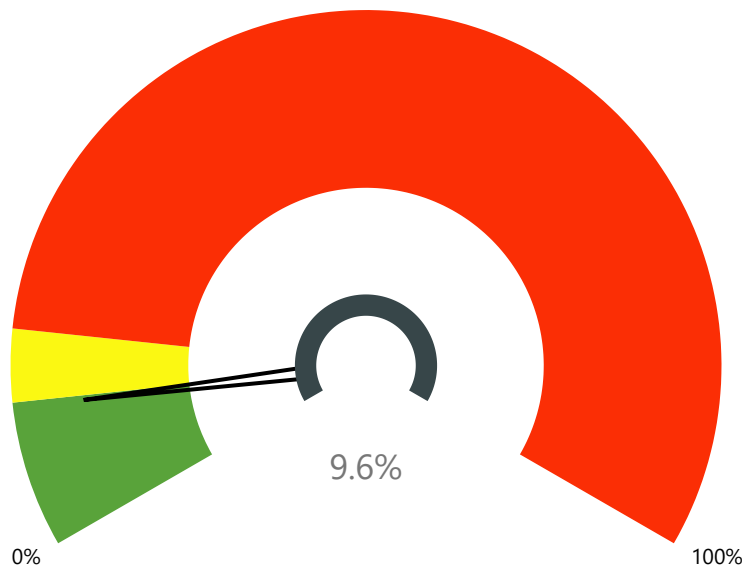
2021-22 Results: **Low Risk 9.6 %**

The largest single commercial or institutional account is 9.6 % of the Municipality's total Uniform Assessment.

What does it mean? The Municipality is showing no vulnerability in this area. The Municipality's tax base is not dependent on one single business or institution.

Calculation:
$$\frac{\text{Taxable assessment value of the largest business or institution}}{\text{Uniform assessment}} = 9.6\%$$

- Risk Thresholds:
- Low: Less than 10%
 - Moderate: 10% to 15%
 - High: Greater than 15%



Base FCI Indicator - Municipal Revenue Dimension

Three-Year Change in Tax Base

2021-22 Results: **Moderate Risk 1.8 %**

What does it mean? Growth is below the CPI % change of 12.1% but above 0%.
The Municipality's tax base is not keeping up with the cost of municipal services and programs.

Calculation:
$$\frac{\text{Current uniform assessment} - \text{Uniform assessment 3 years prior}}{\text{Uniform assessment 3 years prior}} = 1.8\%$$

- Risk Thresholds:
- Low: Equal or above CPI % change (Three Year CPI 2021-22: 12.1 %)
 - Moderate: Below CPI % change, but not negative growth
 - High: Negative growth

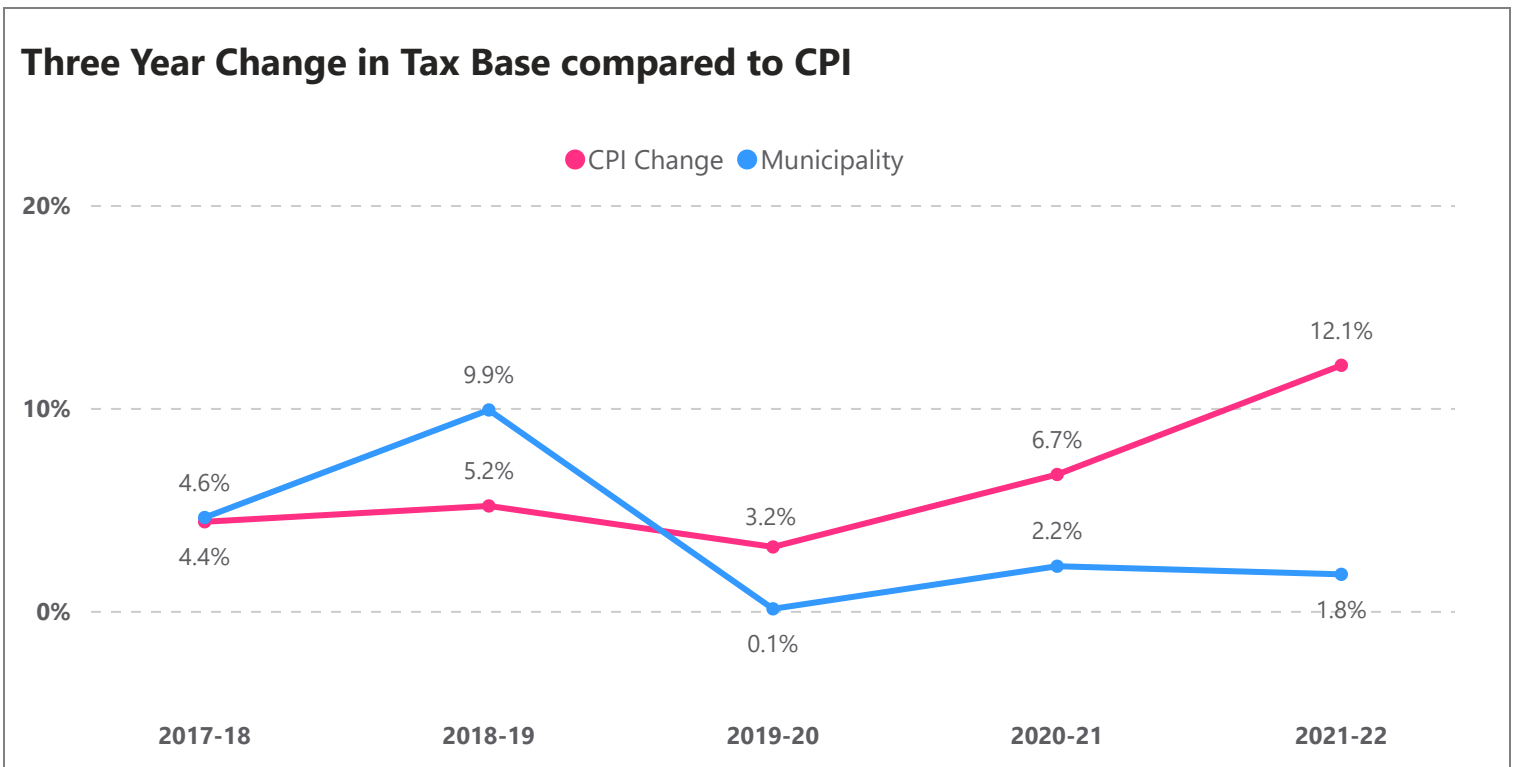


Figure 17 - Three-year change in Uniform Assessment in comparison to three-year change in CPI for the last 5 years.
Source: Statement of Estimates-Assessment and Statistics Canada

Base FCI Indicator - Municipal Revenue Dimension

Residential Tax Effort

2021-22 Results: **Low Risk 1.4 %**

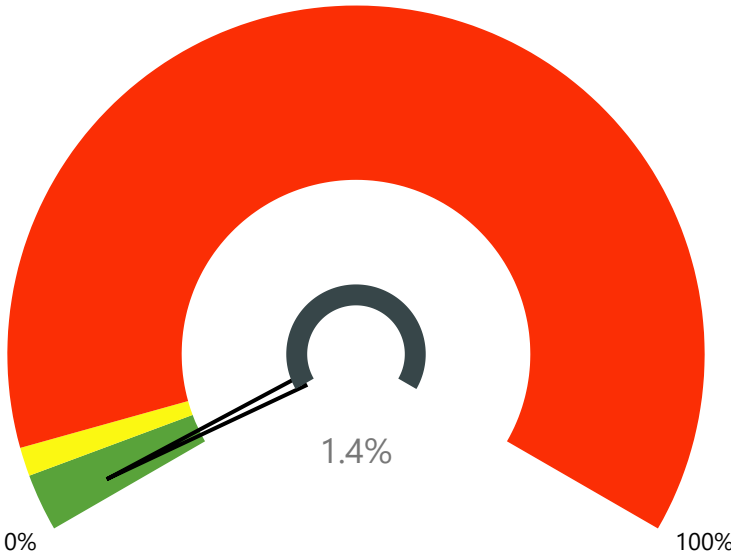
1.4 % of median household income is required to pay the average tax bill.

What does it mean? The Municipality has some flexibility to increase the taxes, if required.

This indicator helps council assess the affordability of municipal taxes in relation to the current service levels.

Calculation:
$$\frac{\text{Total residential tax revenue per dwelling unit}}{\text{Median household income}} = 1.4\%$$

- Risk Thresholds:
- Low: Less than 4%
 - Moderate: 4% to 6%
 - High: Greater than 6%



Structure (Management) FCI Indicator - Municipal Management Dimension

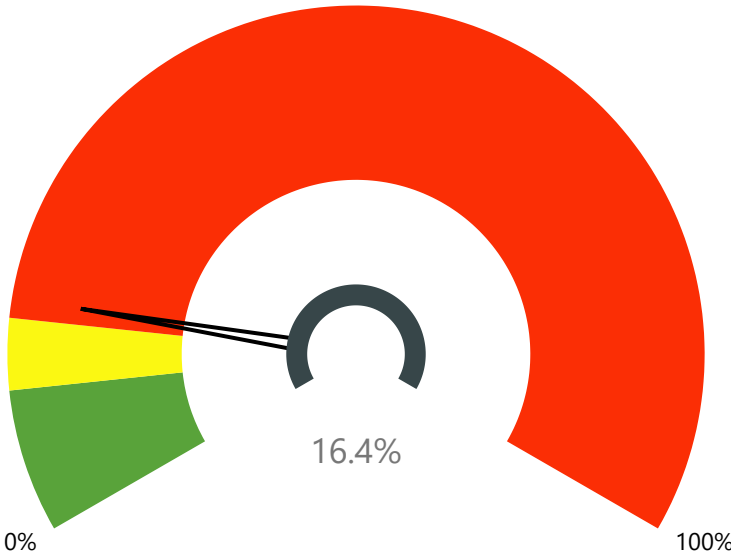
Uncollected Taxes

2021-22 Results: **High Risk 16.4 %**

What does it mean? The Municipality is experiencing challenges managing tax revenue collection.

Calculation:
$$\frac{\text{Total cumulative uncollected taxes}}{\text{Total taxes billed in current fiscal year}} = 16.4\%$$

- Risk Thresholds:
- Low: Less than 10%
 - Moderate: 10% to 15%
 - High: Greater than 15%



Structure (Management) FCI Indicator - Municipal Management Dimension

Operating Reserve

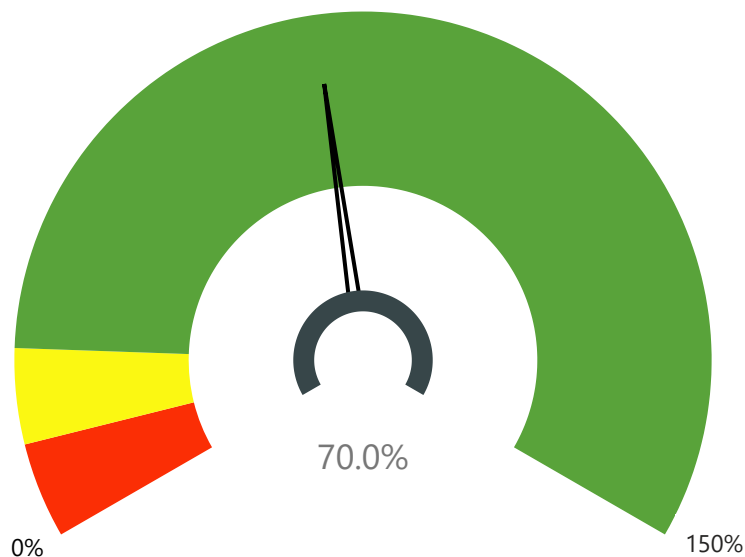
2021-22 Results: **Low Risk 70.0 %**

What does it mean? The Municipality is setting aside sufficient funds to help mitigate any unforeseen risks or future needs.

This indicator provides the value of funds set aside for planned future needs, to smooth expenses, or for unexpected expenses.

Calculation:
$$\frac{\text{Total operating reserve fund balance}}{\text{Total operating expenditures}} = 70.0\%$$

- Risk Thresholds:
- Low: Greater than 20%
 - Moderate: 10% to 20%
 - High: Less than 10%



Structure (Management) FCI Indicator - Municipal Management Dimension

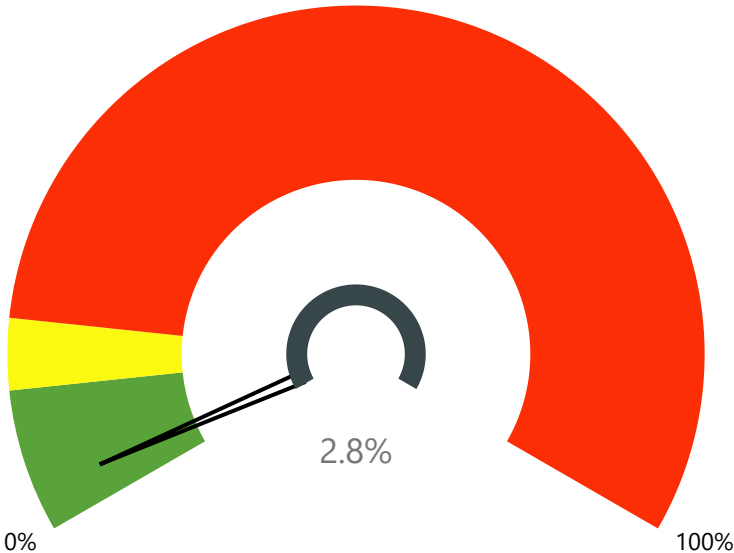
Debt Service

2021-22 Results: **Low Risk 2.8 %**
2.8% of own source revenue is spent on principal and interest payments.

What does it mean? With adequate cash flow, the Municipality may have the flexibility to increase borrowing levels to help finance future capital expenditures.

Calculation:
$$\frac{\text{Principal and interest paid on long-term debt}}{\text{Total own source operating revenue}} = 2.8\%$$

- Risk Thresholds:
- Low: Less than 10%
 - Moderate: 10% to 15%
 - High: Greater than 15%



Structure (Management) FCI Indicator - Municipal Management Dimension

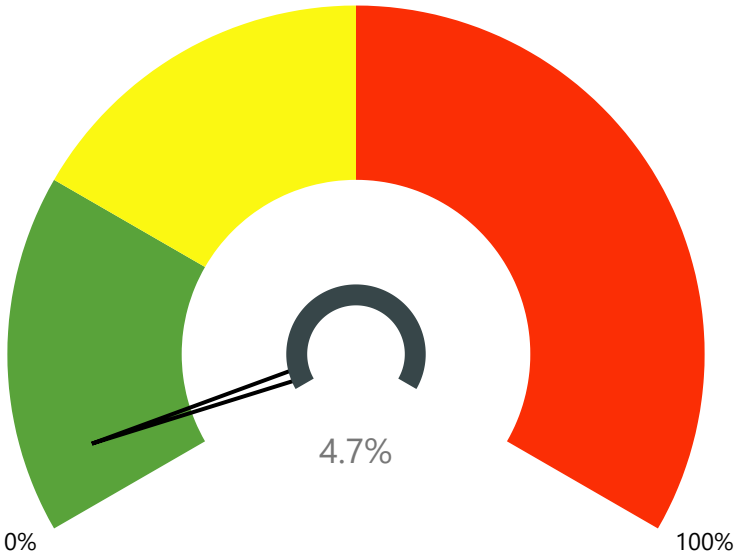
Outstanding Operating Debt

2021-22 Results: **Low Risk 4.7 %**

What does it mean? The Municipality is carrying operating debt.

Calculation:
$$\frac{\text{Total outstanding operating debt}}{\text{Total own source operating revenue}} = 4.7\%$$

- Risk Thresholds:
- Low: Less than 25%
 - Moderate: 25% to 50%
 - High: Greater than 50%



Structure (Management) FCI Indicator - Municipal Management Dimension

Undepreciated Assets

2021-22 Results: **Low Risk 60.4 %**

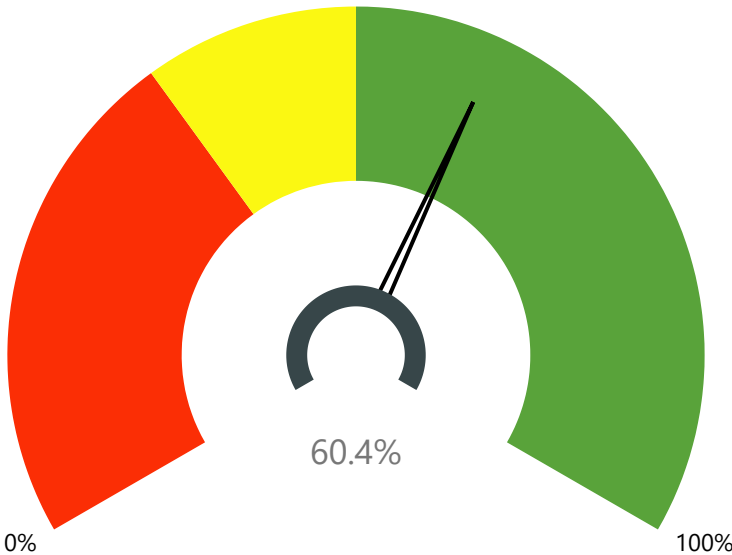
What does it mean? This indicator estimates that the Municipality's capital assets have 60.4 % of their useful life remaining

Municipalities across Canada are facing sufficient infrastructure challenges. This indicates that the Municipality may be experiencing less of an infrastructure challenge than other municipalities.

While this indicator provides an estimate of the useful life left in the Municipality/Town's recorded capital assets, it does not necessarily indicate the condition of those assets. For instance, some older assets could still be in good working condition, while the opposite could also be true.

Calculation:
$$\frac{\text{Total net book value of capital assets}}{\text{Gross costs of capital assets}} = 60.4\%$$

- Risk Thresholds:
- Low: Greater than 50%
 - Moderate: 35% to 50%
 - High: Less than 35%



Roof (Key Performance) FCI Indicator - Overall Assessment Dimension

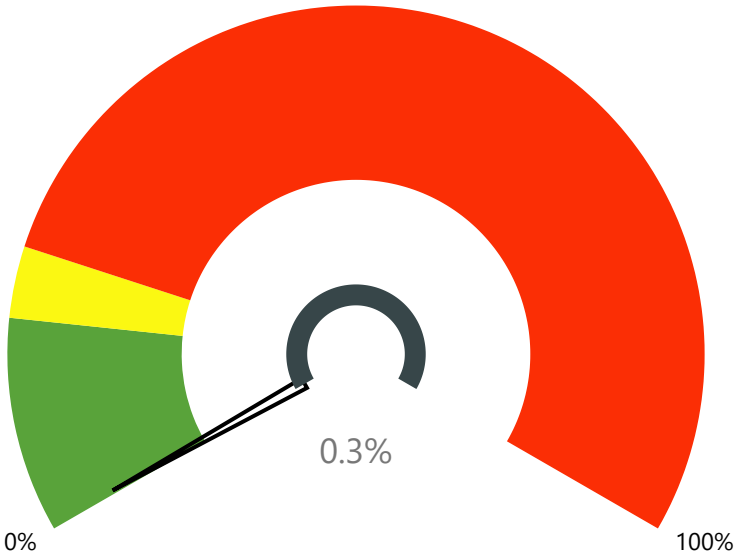
Reliance on Government Transfers

2021-22 Results: **Low Risk 0.3 %**

What does it mean? The Municipality is not dependent on another level of government to meet its service obligations.

Calculation:
$$\frac{\text{Total government transfers}}{\text{Total revenue}} = 0.3\%$$

- Risk Thresholds:
- Low: Less than 15%
 - Moderate: 15% to 20%
 - High: Greater than 20%



Roof (Key Performance) FCI Indicator - Overall Assessment Dimension

Number of Deficits in the last 5 Years

2021-22 Results: **Low Risk: 0 Operating deficit in the last five years**

What does it mean? Deficits are important indications of financial health. The result indicates that the Municipality is able to meet its needs in a balanced manner and maintains a balanced budget.

Calculation: Number of non-consolidated operating deficits in the last five years = 0

Risk Thresholds:

- Low: 0 in the last five years
- Moderate: 1 or more in the last 5 years
- High: 1 or more in the last 2 years with one material deficit (0.5% of operating expenses)

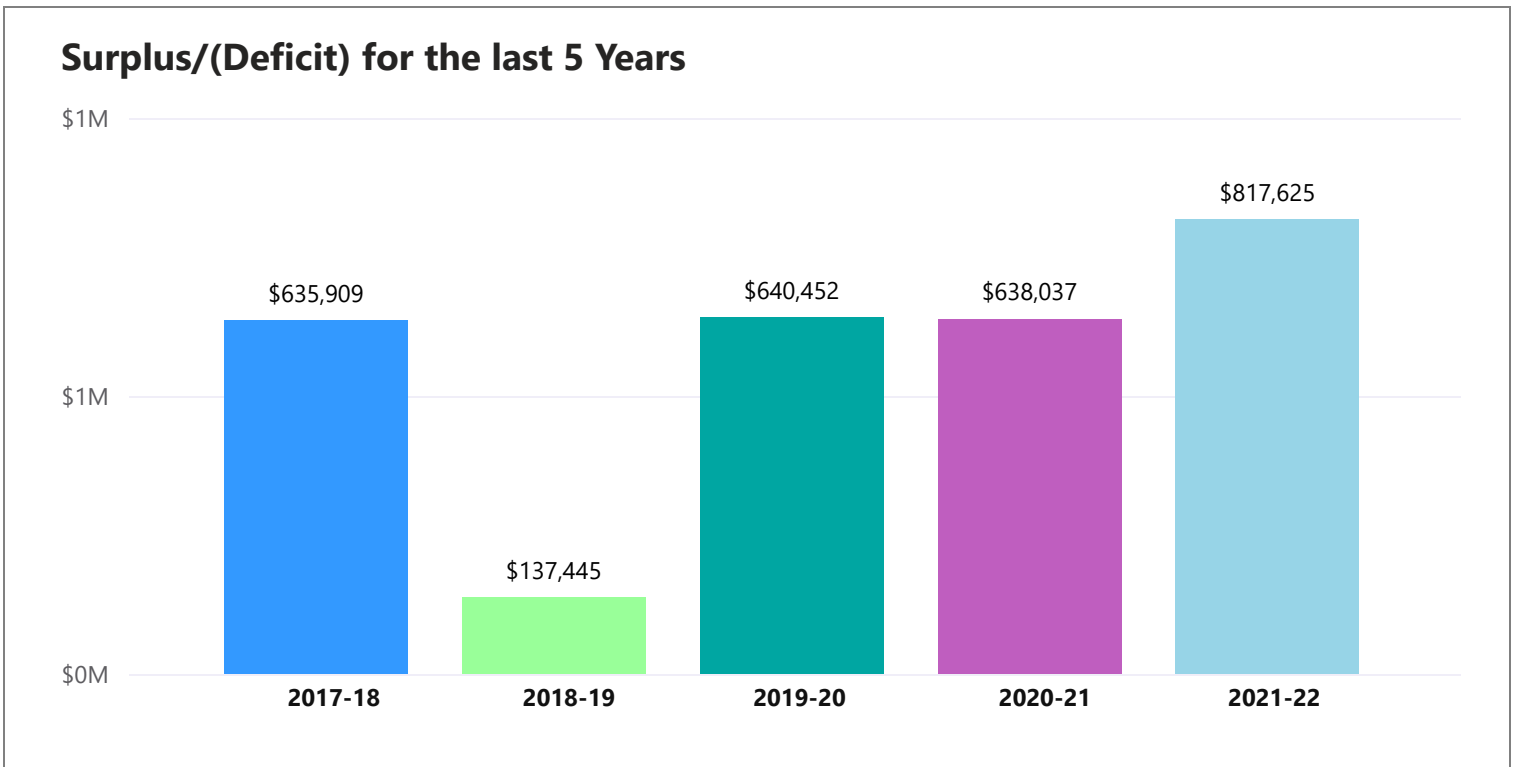


Figure 18 - Annual operating fund surplus (deficit) for the last 5 years. Source: Financial Information Return

Roof (Key Performance) FCI Indicator - Overall Assessment Dimension

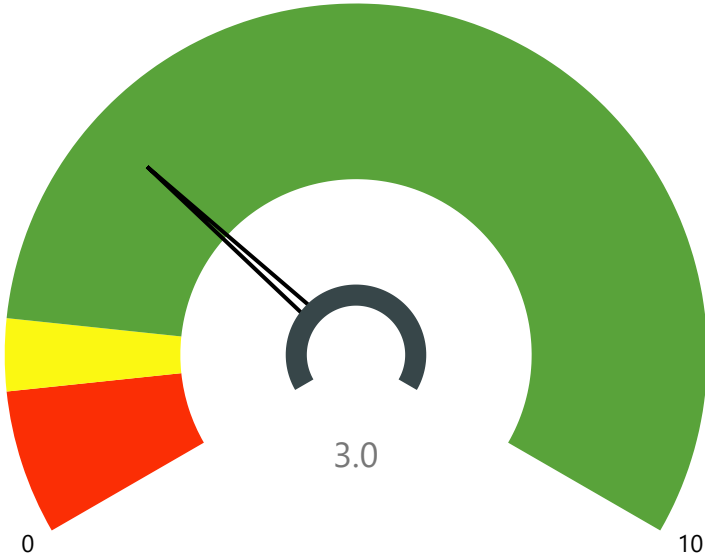
Liquidity

2021-22 Results: **Low Risk 3.0**

What does it mean? Liquidity is key to financial performance. The result indicates that the Municipality does not have a cash flow problem and is able to meet its service obligations.

Calculation:
$$\frac{\text{Total current financial assets}}{\text{Total current liabilities}} = 3.0$$

- Risk Thresholds:
- Low: Greater than 1.5
 - Moderate: 1 to 1.5
 - High: Less than 1



Roof (Key Performance) FCI Indicator - Overall Assessment Dimension

Combined Reserves

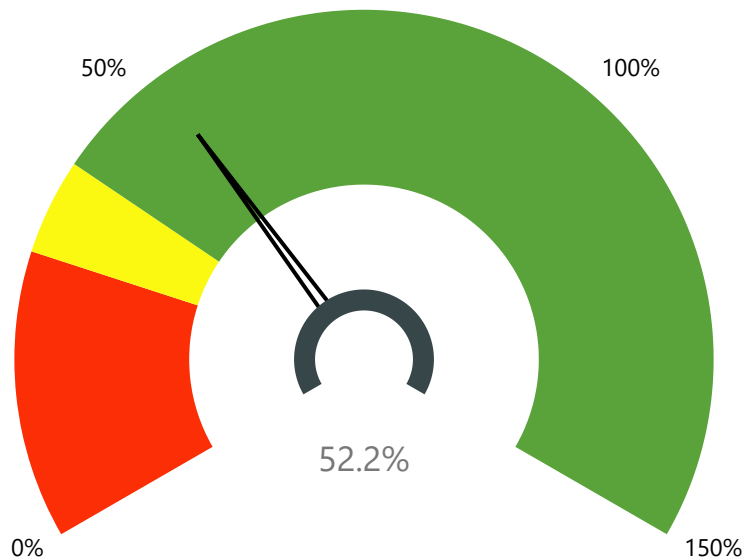
2021-22 Results: **Low Risk 52.2 %**

What does it mean? This result indicates that the Municipality does appear to have sufficient reserves needed to address unexpected events or provide flexibility to address future projects.

Calculation: Reserves are critical components of a municipality's long-term sustainability. This indicator shows the value of the funds held in the reserves compared to a single year's operation including amortization expenses.

Risk Thresholds:
$$\frac{\text{Total operating and capital reserves}}{\text{Total operating expenses plus amortization expense}} = 52.2\%$$

- Low: Greater than 40%
- Moderate: 30% to 40%
- High: Less than 30%



Appendix I - Additional Resources

Nova Scotia Government's Open Data Portal (data.novascotia.ca)

This portal provides access to various government data in a free, accessible, machine-readable format.

Financial datasets currently published through the Nova Scotia Government's Open Data Portal:

- Consolidated Revenues and Expenses by Municipality
- Municipal Affairs and Housing Funding Programs
- Farm Land Grant
- Financial Condition Indicators by Municipality
- Municipal Contributions to Roads
- Municipal Financial Capacity Grant
- Municipal Operating Fund- Summary of Revenue and Expenses by Municipality
- Municipal Operating Expenses by Function - 10 Year Summary
- Municipal Operating Revenue by Source - 10 Year Summary
- Municipal Property Tax Rates
- Nova Scotia Power Grant-in-Lieu
- Uniform Assessment

Appendix II - Municipal Website

The municipal website is richmondcounty.ca

A municipality's website can be a helpful resource to access various financial information. Currently, most municipal websites provide:

- Audited Financial Statements
- Approved Operating Budget
- Quarterly Municipal Councilor and CAO Expense Report
- Quarterly Municipal Hospitality Expense Report

Contact Municipal Affairs and Housing

For more information, for support in action plan development, or to obtain a guide on action plan development:

municipalfinance@novascotia.ca.





TO: TROY MACCULLOCH, CAO
FROM: STEVE MARCELLUS, ESC
DATE: April 16, 2024
RE: Provincial Department of Emergency Management

In response to the notification of the tabled legislation that was announced on March 28th, 2024, regarding the new provincial Department of Emergency Management, it is the first step in moving forward with their plan to strengthen the preparedness and response to emergency situations in the province.

Bill 455 which had first reading on March 28th, 2024, outlines the new department as well as the establishment of a Nova Scotia Guard to be made up of volunteers from across the province who may be called upon to assist for emergency events and other provincial needs.

The initial online registration for the Guard was a call for interested people from across the province to gauge interest in volunteering. There will be follow up with those who signed up in the coming months to check to see if they are still interested and possible skills individuals may have. Further to this, conversations have started with the GSAR and VFD's as the announcement created some uncertainty on what this meant for existing volunteer first response organizations. It is not meant to compete with or take away from existing organizations rather assist and supplement them moving forward.

Premier Houston and Minister Lohr held an online Teams meeting April 14th, 2024, with the GSAR and VFD groups and future discussions are in the works with Municipalities by the end of May. Right now, it is still in the information gathering phase with questions coming in and answers to be worked on in an effort to get it right.

What does this mean for us?

As it is still early and there are a lot of unanswered questions, like:

1. Who has the list and how it gets accessed?
2. How the process of activation works
3. Training and skills (skilled?)
4. How the deployment will look,
5. Compensation if any
6. Etc.

As consultations continue and more is known as they work through the plan, our plans will adapt to the changes being made on how we can best utilize the resources available. Our current process of gathering information and relaying it up to the province will continue.

Regards,

Steve Marcellus, ESC

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 4/1/2024 4/30/2024
 Vendor ID First Last Chequebook ID GENERAL GENERAL
 Vendor Name First Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
25271	00485	EASTERN CO. REG. LIBRARY	4/4/2024	GENERAL	PMCHQ00002187	\$ 19,775.00
25272	00701	LANDRY BROTHERS LTD.	4/4/2024	GENERAL	PMCHQ00002187	\$ 399.98
25273	00923	SAMSON, MEGAN	4/4/2024	GENERAL	PMCHQ00002187	\$ 40.00
25274	01066	PITNEY BOWES	4/4/2024	GENERAL	PMCHQ00002187	\$ 254.58
25275	01104	THE REPORTER	4/4/2024	GENERAL	PMCHQ00002187	\$ 533.60
25276	01186	A & A TOUESNARD TRUCKING LIMIT	4/4/2024	GENERAL	PMCHQ00002187	\$ 120,234.51
25277	01295	STRAIT SUPPLIES LIMITED	4/4/2024	GENERAL	PMCHQ00002187	\$ 314.21
25278	01899	ADVOCATE PRINTING & PUB.	4/4/2024	GENERAL	PMCHQ00002187	\$ 5,341.75
25279	01961	MARTEL, TRISTAN	4/4/2024	GENERAL	PMCHQ00002187	\$ 379.03
25280	02127	LAKESIDE COMMUNITY CENTRE	4/4/2024	GENERAL	PMCHQ00002187	\$ 2,070.00
25281	02488	DILLON CONSULTING	4/4/2024	GENERAL	PMCHQ00002187	\$ 5,034.70
25282	03204	LOUISDALE & DISTRICT VOLUNTEER	4/4/2024	GENERAL	PMCHQ00002187	\$ 49,623.07
25283	05460	LOUISDALE LIONS CLUB	4/4/2024	GENERAL	PMCHQ00002187	\$ 450.00
25284	08508	TELILE	4/4/2024	GENERAL	PMCHQ00002187	\$ 931.50
25285	10128	LEAVITT, CIARAN LLACHLAN	4/4/2024	GENERAL	PMCHQ00002187	\$ 625.00
25286	10529	DESJARDINS FINAN.SECURITY	4/4/2024	GENERAL	PMCHQ00002187	\$ 32,309.77
25287	10847	ADMIRAL GLASS & SIGNS	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,026.25
25288	14168	EASTERN DISTRICT PLANNING	4/4/2024	GENERAL	PMCHQ00002187	\$ 402.96
25289	15261	D'ESCOUSSE CIVIC IMPROVEMENT	4/4/2024	GENERAL	PMCHQ00002187	\$ 600.00
25290	15831	CLAYFIELD, JENNA	4/4/2024	GENERAL	PMCHQ00002187	\$ 50.00
25291	16841	JAMIE MACKAY TRUCKING	4/4/2024	GENERAL	PMCHQ00002187	\$ 6,373.18
25292	17091	SULLIVAN FUELS	4/4/2024	GENERAL	PMCHQ00002187	\$ 865.92
25293	17985	EMM LAW INCORPORATED	4/4/2024	GENERAL	PMCHQ00002187	\$ 5,947.60
25294	18562	BOUDREAU, SHAUN	4/4/2024	GENERAL	PMCHQ00002187	\$ 479.28
25295	18673	BOUDREAU, RONALDA	4/4/2024	GENERAL	PMCHQ00002187	\$ 221.57
25296	20110	ARCHITECTURE49 INC	4/4/2024	GENERAL	PMCHQ00002187	\$ 32,238.18
25297	22245	ISLANDVIEW ATHLETICS INC	4/4/2024	GENERAL	PMCHQ00002187	\$ 4,077.51
25298	24988	HIGHLAND BEVERAGES 2004 LTD.	4/4/2024	GENERAL	PMCHQ00002187	\$ 40.00
25299	25048	AGAT LABORATORIES	4/4/2024	GENERAL	PMCHQ00002187	\$ 4,426.93
25300	25968	RIVERDALE COMMUNITY SERVICES S	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,200.00
25301	26204	MCLENNAN SALES	4/4/2024	GENERAL	PMCHQ00002187	\$ 269.10
25302	28401	SAMSON, LAURIER	4/4/2024	GENERAL	PMCHQ00002187	\$ 800.00
25303	28805	LEBLANC, MARYANN	4/4/2024	GENERAL	PMCHQ00002187	\$ 288.00
25304	29106	SAMPSON, BRENT	4/4/2024	GENERAL	PMCHQ00002187	\$ 117.71
25305	29440	JANVRIN'S ISLAND COMMUNITY CEN	4/4/2024	GENERAL	PMCHQ00002187	\$ 50,996.38
25306	31050	NSGEU	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,417.35
25307	31057	B&F ELECTRICAL LTD	4/4/2024	GENERAL	PMCHQ00002187	\$ 5,969.65
25308	31909	RIVER BOURGEOIS SENIORS 50+ CL	4/4/2024	GENERAL	PMCHQ00002187	\$ 480.00
25309	32578	KEAN, KRISTINA	4/4/2024	GENERAL	PMCHQ00002187	\$ 40.00
25310	35117	DIVERSCO SUPPLY INC	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,253.50
25311	35120	LAROCHELLE, BELINDA	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,240.00
25312	35122	R.V. ANDERSON ASSOCIATES LIMIT	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,580.62
25313	35144	MARTELL, DANIELLE	4/4/2024	GENERAL	PMCHQ00002187	\$ 62.09
25314	35157	MARINE RENEWABLES CANADA	4/4/2024	GENERAL	PMCHQ00002187	\$ 862.50
25315	35174	MARCELLUS, STEVEN	4/4/2024	GENERAL	PMCHQ00002187	\$ 711.03
25316	35785	MURY, SHANNON	4/4/2024	GENERAL	PMCHQ00002187	\$ 324.98
25317	35786	LEBLANC, KATIE	4/4/2024	GENERAL	PMCHQ00002187	\$ 2,110.00
25318	35788	THE PORT HOOD & DISTRICT RECRE	4/4/2024	GENERAL	PMCHQ00002187	\$ 287.50
25319	37151	CANOE PROCUREMENT GROUP OF CAN	4/4/2024	GENERAL	PMCHQ00002187	\$ 594.47
25320	38164	ST. PETER'S UNITED CHURCH	4/4/2024	GENERAL	PMCHQ00002187	\$ 3,520.00
25321	38716	PURE AIR CLEANING	4/4/2024	GENERAL	PMCHQ00002187	\$ 189.75
25322	38962	SEAL COVE HOLDING	4/4/2024	GENERAL	PMCHQ00002187	\$ 4,053.57
25323	39470	LITTLE ANSE SAMSON'S COVE SOCI	4/4/2024	GENERAL	PMCHQ00002187	\$ 10,096.77
25324	40266	ISLE MADAME FOOD BANK	4/4/2024	GENERAL	PMCHQ00002187	\$ 1,459.89
25325	40827	BABIN, RENE	4/4/2024	GENERAL	PMCHQ00002187	\$ 492.74
25326	41645	BOWEN, DANIEL	4/4/2024	GENERAL	PMCHQ00002187	\$ 143.75

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
25327	45764	ROYAL CANADIAN LEGION BR 150	4/4/2024	GENERAL	PMCHQ00002187	\$ 25,146.36
25328	46190	BOUDREAU, ADELE	4/4/2024	GENERAL	PMCHQ00002187	\$ 135.00
25329	46825	RONA ARICHAT	4/4/2024	GENERAL	PMCHQ00002187	\$ 114.93
25330	48143	RIVERDALE COMMUNITY CENTRE	4/4/2024	GENERAL	PMCHQ00002187	\$ 38,230.20
25331	48380	SBD TECHNOLOGY INNOVATORS INC.	4/4/2024	GENERAL	PMCHQ00002187	\$ 311.40
25332	49335	MCNAMARA, ANNE	4/4/2024	GENERAL	PMCHQ00002187	\$ 40.00
25333	00701	LANDRY BROTHERS LTD.	4/10/2024	GENERAL	PMCHQ00002188	\$ 50.58
25334	01643	BOUDREAU, CHRIS A.	4/10/2024	GENERAL	PMCHQ00002188	\$ 16.16
25335	01961	MARTEL, TRISTAN	4/10/2024	GENERAL	PMCHQ00002188	\$ 33.12
25336	02240	JEANTIE'S MINI MART	4/10/2024	GENERAL	PMCHQ00002188	\$ 43.00
25337	03123	PETER COVIN'S CONTRACTING LTD.	4/10/2024	GENERAL	PMCHQ00002188	\$ 115.00
25338	03204	LOUISDALE & DISTRICT VOLUNTEER	4/10/2024	GENERAL	PMCHQ00002188	\$ 200.00
25339	03950	MOMBOURQUETTE, AMANDA	4/10/2024	GENERAL	PMCHQ00002188	\$ 138.48
25340	04545	REGISTRY OF MOTOR VEHICLES	4/10/2024	GENERAL	PMCHQ00002188	\$ 221.70
25341	06200	ISLE MADAME IFIT CENTRE	4/10/2024	GENERAL	PMCHQ00002188	\$ 400.00
25342	06211	SEAL COVE RESTAURANT	4/10/2024	GENERAL	PMCHQ00002188	\$ 109.83
25343	07170	MORRIS, SONIA	4/10/2024	GENERAL	PMCHQ00002188	\$ 364.00
25344	08656	THE ISLAND NEST RESTAURANT LIM	4/10/2024	GENERAL	PMCHQ00002188	\$ 50.00
25345	10025	MACCULLOCH, TROY	4/10/2024	GENERAL	PMCHQ00002188	\$ 442.95
25346	12563	LA PICASSE CENTRE COMMUNAUTAIR	4/10/2024	GENERAL	PMCHQ00002188	\$ 40.00
25347	13529	CANADA REVENUE AGENCY	4/10/2024	GENERAL	PMCHQ00002188	\$ 29.64
25348	13611	TABOR, EMILY	4/10/2024	GENERAL	PMCHQ00002188	\$ 25.00
25349	13612	DONEY, LAURA	4/10/2024	GENERAL	PMCHQ00002188	\$ 520.00
25350	24988	HIGHLAND BEVERAGES 2004 LTD.	4/10/2024	GENERAL	PMCHQ00002188	\$ 24.00
25351	25048	AGAT LABORATORIES	4/10/2024	GENERAL	PMCHQ00002188	\$ 631.36
25352	33115	EXP SERVICES INC	4/10/2024	GENERAL	PMCHQ00002188	\$ 4,504.03
25353	35138	GFL ENVIRONMENTAL SERVICES INC	4/10/2024	GENERAL	PMCHQ00002188	\$ 31,552.68
25354	35165	MAPLE SIGNS & ENGRAVING	4/10/2024	GENERAL	PMCHQ00002188	\$ 26.45
25355	36609	STRAIT AREA TRANSIT CO-OPERATI	4/10/2024	GENERAL	PMCHQ00002188	\$ 25,000.00
25356	40210	ISLAND PHARMACY LTD.	4/10/2024	GENERAL	PMCHQ00002188	\$ 50.00
25357	43652	SANTANA CONTRACTING LTD	4/10/2024	GENERAL	PMCHQ00002188	\$ 11,149.26
25358	48064	RICHMOND MACADIAN CEILLIDH DANC	4/10/2024	GENERAL	PMCHQ00002188	\$ 850.00
25359	48617	MINISTER OF FINANCE	4/10/2024	GENERAL	PMCHQ00002188	\$ 514,197.13
25360	48624	CAMDON RECYCLING LIMITED	4/10/2024	GENERAL	PMCHQ00002188	\$ 3,385.67
25361	48625	LA GOLETTE A PEPE CAFE	4/10/2024	GENERAL	PMCHQ00002188	\$ 1,236.96
25362	00175	LA PICASSE	4/10/2024	GENERAL	PMCHQ00002191	\$ 3,958.47
25363	00701	LANDRY BROTHERS LTD.	4/10/2024	GENERAL	PMCHQ00002191	\$ 27.80
25364	03174	CHARLES FOREST CO-OP LTD.	4/10/2024	GENERAL	PMCHQ00002191	\$ 31.23
25365	03950	MOMBOURQUETTE, AMANDA	4/10/2024	GENERAL	PMCHQ00002191	\$ 661.87
25366	05010	B & N DISTRIBUTORS LTD.	4/10/2024	GENERAL	PMCHQ00002191	\$ 26.22
25367	06904	BURKE, GARY	4/10/2024	GENERAL	PMCHQ00002191	\$ 13,390.86
25368	10025	MACCULLOCH, TROY	4/10/2024	GENERAL	PMCHQ00002191	\$ 371.30
25369	10529	DESJARDINS FINAN.SECURITY	4/10/2024	GENERAL	PMCHQ00002191	\$ 2,615.86
25370	13917	IVOR MACDONALD MEMORIAL ARENA	4/10/2024	GENERAL	PMCHQ00002191	\$ 35,100.00
25371	17091	SULLIVAN FUELS	4/10/2024	GENERAL	PMCHQ00002191	\$ 2,529.73
25372	24988	HIGHLAND BEVERAGES 2004 LTD.	4/10/2024	GENERAL	PMCHQ00002191	\$ 16.00
25373	28665	LAVANDIER, RENE	4/10/2024	GENERAL	PMCHQ00002191	\$ 5,906.30
25374	29057	RECEIVER GENERAL	4/10/2024	GENERAL	PMCHQ00002191	\$ 2,207.19
25375	35084	ACADIAVILLE COMMUNITY	4/10/2024	GENERAL	PMCHQ00002191	\$ 450.00
25376	39187	STRAIT REGIONAL CENTRE FOR EDU	4/10/2024	GENERAL	PMCHQ00002191	\$ 239,821.65
25377	40145	TOROMONT CAT (MARITIMES)	4/10/2024	GENERAL	PMCHQ00002191	\$ 230.64
25378	43652	SANTANA CONTRACTING LTD	4/10/2024	GENERAL	PMCHQ00002191	\$ 23,774.75
25379	46302	ASSOCIATION OF MUNICIPAL	4/10/2024	GENERAL	PMCHQ00002191	\$ 1,518.00
25380	46825	RONA ARICHAT	4/10/2024	GENERAL	PMCHQ00002191	\$ 14.94
25381	48160	LANMAR DEVELOPMENTS LTD.	4/10/2024	GENERAL	PMCHQ00002191	\$ 1,595.63
* 25382	20265	ROYAL BANK VISA	4/17/2024	GENERAL	PMCHQ00002194	\$ 11,034.75
* 25382	20265	ROYAL BANK VISA	4/17/2024	GENERAL	PMCHQ00002194	\$ 11,034.75
* 25383	20265	ROYAL BANK VISA	4/17/2024	GENERAL	PMCHQ00002194	\$ 11,034.75
25383	00426	DIGGDON'S FREIGHT SERVICE	4/17/2024	GENERAL	PMCHQ00002196	\$ 263.12
25384	03549	MBW COURIER INC.	4/17/2024	GENERAL	PMCHQ00002196	\$ 440.64
25385	14168	EASTERN DISTRICT PLANNING	4/17/2024	GENERAL	PMCHQ00002196	\$ 134.32
25386	31714	KAL TIRE	4/17/2024	GENERAL	PMCHQ00002196	\$ 3,393.08
25387	35289	GENO POLEGATO TRUCKING	4/17/2024	GENERAL	PMCHQ00002196	\$ 6,525.33

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
25388	36109	ACADIA BROADCASTING LTD	4/17/2024	GENERAL	PMCHQ00002196	\$ 287.50
25389	37151	CANOE PROCUREMENT GROUP OF CAN	4/17/2024	GENERAL	PMCHQ00002196	\$ 178.43
25390	40145	TOROMONT CAT (MARITIMES)	4/17/2024	GENERAL	PMCHQ00002196	\$ 334.42
25391	44180	BURCHELL WICKWIRE BRYSON LLP	4/17/2024	GENERAL	PMCHQ00002196	\$ 1,106.88
25392	45241	DOYLE, WAYNE	4/17/2024	GENERAL	PMCHQ00002196	\$ 80.00
25393	48470	MARTELL, DONALD BLAIR	4/17/2024	GENERAL	PMCHQ00002196	\$ 40.00
25394	49382	ARTHUR J. GALLAGHER CANADA LIM	4/17/2024	GENERAL	PMCHQ00002196	\$ 108,472.00
25395	00701	LANDRY BROTHERS LTD.	4/17/2024	GENERAL	PMCHQ00002198	\$ 112.62
25396	01104	THE REPORTER	4/17/2024	GENERAL	PMCHQ00002198	\$ 228.97
25397	01295	STRAIT SUPPLIES LIMITED	4/17/2024	GENERAL	PMCHQ00002198	\$ 1,359.49
25398	01961	MARTEL, TRISTAN	4/17/2024	GENERAL	PMCHQ00002198	\$ 250.00
25399	03174	CHARLES FOREST CO-OP LTD.	4/17/2024	GENERAL	PMCHQ00002198	\$ 33.33
25400	05010	B & N DISTRIBUTORS LTD.	4/17/2024	GENERAL	PMCHQ00002198	\$ 153.39
25401	09151	BRILLE HUB SIGNS INC	4/17/2024	GENERAL	PMCHQ00002198	\$ 72.31
25402	11132	WINCEY, FRANCINE	4/17/2024	GENERAL	PMCHQ00002198	\$ 37.50
25403	12563	LA PICASSE CENTRE COMMUNAUTAIR	4/17/2024	GENERAL	PMCHQ00002198	\$ 500.00
25404	14168	EASTERN DISTRICT PLANNING	4/17/2024	GENERAL	PMCHQ00002198	\$ 44,566.00
25405	17091	SULLIVAN FUELS	4/17/2024	GENERAL	PMCHQ00002198	\$ 2,425.58
25406	28525	FLAG EMPORIUM	4/17/2024	GENERAL	PMCHQ00002198	\$ 906.57
25407	35182	PENNY, SHERRISSE	4/17/2024	GENERAL	PMCHQ00002198	\$ 37.50
25408	35791	PHILLIPS, ROBERT	4/17/2024	GENERAL	PMCHQ00002198	\$ 52.55
25409	35866	TROY LIFE & FIRE SAFETY LTD.	4/17/2024	GENERAL	PMCHQ00002198	\$ 333.50
25410	37151	CANOE PROCUREMENT GROUP OF CAN	4/17/2024	GENERAL	PMCHQ00002198	\$ 28.16
25411	39201	NOVA SCOTIA FEDERATION OF MUNI	4/17/2024	GENERAL	PMCHQ00002198	\$ 5,336.72
25412	42530	OFFICE INTERIORS	4/17/2024	GENERAL	PMCHQ00002198	\$ 256.46
25413	46450	DAVID, SHELLEY	4/17/2024	GENERAL	PMCHQ00002198	\$ 43.16
25414	49382	ARTHUR J. GALLAGHER CANADA LIM	4/17/2024	GENERAL	PMCHQ00002198	\$ 196,690.63
25415	00426	DIGGDON'S FREIGHT SERVICE	4/25/2024	GENERAL	PMCHQ00002202	\$ 170.78
25416	01864	FRAMBOISE-FORCHU VOL.FIRE DEPT	4/25/2024	GENERAL	PMCHQ00002202	\$ 10,718.00
25417	03824	FROST, CECIL J.	4/25/2024	GENERAL	PMCHQ00002202	\$ 50.00
25418	04960	RICHMOND COUNTY LITERACY NETWO	4/25/2024	GENERAL	PMCHQ00002202	\$ 2,600.00
25419	05630	SOCIETE PETIT DE GRAT BEAUTIFI	4/25/2024	GENERAL	PMCHQ00002202	\$ 18,830.84
25420	06866	DIST. #10 VOLUNTEER FIRE DEPT.	4/25/2024	GENERAL	PMCHQ00002202	\$ 27,499.00
25421	09725	L'ARDOISE & DISTRICT VOLUNTEER	4/25/2024	GENERAL	PMCHQ00002202	\$ 53,187.00
25422	10219	JEFFREY, KATHLEEN	4/25/2024	GENERAL	PMCHQ00002202	\$ 256.19
25423	11665	ISLE MADAME NEW HORIZONS SENIO	4/25/2024	GENERAL	PMCHQ00002202	\$ 5,000.00
25424	29409	ISLE MADAME GARDEN CLUB	4/25/2024	GENERAL	PMCHQ00002202	\$ 4,500.00
25425	30465	WEST ARICHAT & DISTRICT VILLAG	4/25/2024	GENERAL	PMCHQ00002202	\$ 4,163.24
25426	42889	MINISTER OF FINANCE	4/25/2024	GENERAL	PMCHQ00002202	\$ 1,912.50
25427	48617	MINISTER OF FINANCE	4/25/2024	GENERAL	PMCHQ00002202	\$ 969.64
25428	48625	LA GOELETTE A PEPE CAFE	4/25/2024	GENERAL	PMCHQ00002202	\$ 50.00
25429	01104	THE REPORTER	4/25/2024	GENERAL	PMCHQ00002204	\$ 115.00
25430	03174	CHARLES FOREST CO-OP LTD.	4/25/2024	GENERAL	PMCHQ00002204	\$ 48.97
25431	03824	FROST, CECIL J.	4/25/2024	GENERAL	PMCHQ00002204	\$ 100.00
25432	05010	B & N DISTRIBUTORS LTD.	4/25/2024	GENERAL	PMCHQ00002204	\$ 125.81
25433	06262	WILF'S DEMOLITION & SALVAGE LT	4/25/2024	GENERAL	PMCHQ00002204	\$ 755.55
25434	06904	BURKE, GARY	4/25/2024	GENERAL	PMCHQ00002204	\$ 524.84
25435	09415	ACKLANDS-GRAINGER INC.	4/25/2024	GENERAL	PMCHQ00002204	\$ 21.48
25436	10049	BABIN'S SERVICE CENTRE LTD.	4/25/2024	GENERAL	PMCHQ00002204	\$ 436.99
25437	14486	ST. PETER'S HOME HARDWARE	4/25/2024	GENERAL	PMCHQ00002204	\$ 10.34
25438	15202	ATLANTIC PURIFICATION SYSTEMS	4/25/2024	GENERAL	PMCHQ00002204	\$ 4,007.37
25439	15660	R.M. LANDRY & SON LTD.	4/25/2024	GENERAL	PMCHQ00002204	\$ 440.93
25440	15807	ANDERSON, LANCE	4/25/2024	GENERAL	PMCHQ00002204	\$ 20.00
25441	17091	SULLIVAN FUELS	4/25/2024	GENERAL	PMCHQ00002204	\$ 1,113.63
25442	21784	FORD, JEROME W.	4/25/2024	GENERAL	PMCHQ00002204	\$ 20.00
25443	24589	THE ROLLING PHONES INC.	4/25/2024	GENERAL	PMCHQ00002204	\$ 1,885.00
25444	24988	HIGHLAND BEVERAGES 2004 LTD.	4/25/2024	GENERAL	PMCHQ00002204	\$ 32.00
25445	28665	LAVANDIER, RENE	4/25/2024	GENERAL	PMCHQ00002204	\$ 232.24
25446	29057	RECEIVER GENERAL	4/25/2024	GENERAL	PMCHQ00002204	\$ 86.79
25447	31300	BRETON PRINT	4/25/2024	GENERAL	PMCHQ00002204	\$ 79.35
25448	31713	JB & BOYS AUTO & SALVAGE	4/25/2024	GENERAL	PMCHQ00002204	\$ 110.00
25449	33116	SAMPSON, ROSIE	4/25/2024	GENERAL	PMCHQ00002204	\$ 25.00
25450	35084	ACADIAVILLE COMMUNITY	4/25/2024	GENERAL	PMCHQ00002204	\$ 300.00

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
25451	35174	MARCELLUS, STEVEN	4/25/2024	GENERAL	PMCHQ00002204	\$ 106.25
25452	35785	MURY, SHANNON	4/25/2024	GENERAL	PMCHQ00002204	\$ 60.38
25453	36703	BEGG, DOUG	4/25/2024	GENERAL	PMCHQ00002204	\$ 36.77
25454	37151	CANOE PROCUREMENT GROUP OF CAN	4/25/2024	GENERAL	PMCHQ00002204	\$ 1,142.92
25455	39151	RICHARD PEST SOLUTIONS	4/25/2024	GENERAL	PMCHQ00002204	\$ 280.00
25456	42530	OFFICE INTERIORS	4/25/2024	GENERAL	PMCHQ00002204	\$ 785.24
25457	46190	BOUDREAU, ADELE	4/25/2024	GENERAL	PMCHQ00002204	\$ 135.00
25458	46825	RONA ARICHAT	4/25/2024	GENERAL	PMCHQ00002204	\$ 115.37
25459	47562	SCOTIA RECYCLING LTD.	4/25/2024	GENERAL	PMCHQ00002204	\$ 115.00
25460	48625	LA GOELETTE A PEPE CAFE	4/25/2024	GENERAL	PMCHQ00002204	\$ 406.02
* 25461	17500	SUSTAINABLE ENERGY CONFERENCES	4/25/2024	GENERAL	PMCHQ00002208	\$ 6,917.76
Total Cheques: 193						Total Amount of Cheques: \$ 1,897,522.35

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	4/1/2024
Vendor ID	First	Last	Chequebook ID	WATER
Vendor Name	First	Last		WATER

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
02919	00701	LANDRY BROTHERS LTD.	4/4/2024	WATER	PMCHQ00002185	\$ 67.80
02920	01104	THE REPORTER	4/4/2024	WATER	PMCHQ00002185	\$ 674.96
02921	07633	T. SAMPSON & SONS BACKHOE &	4/4/2024	WATER	PMCHQ00002185	\$ 552.00
02922	09415	ACKLANDS-GRAINGER INC.	4/4/2024	WATER	PMCHQ00002185	\$ 569.73
02923	15229	SUPERIOR PROPANE	4/4/2024	WATER	PMCHQ00002185	\$ 2,347.04
02924	19809	BUREAU VERITAS CANADA (2019) I	4/4/2024	WATER	PMCHQ00002185	\$ 615.02
02925	15229	SUPERIOR PROPANE	4/10/2024	WATER	PMCHQ00002189	\$ 1,722.15
02926	25048	AGAT LABORATORIES	4/10/2024	WATER	PMCHQ00002189	\$ 379.50
02927	26204	MCLENNAN SALES	4/10/2024	WATER	PMCHQ00002189	\$ 2,734.70
02928	11908	CANADA POST CORPORATION	4/10/2024	WATER	PMCHQ00002192	\$ 13.54
02929	19809	BUREAU VERITAS CANADA (2019) I	4/10/2024	WATER	PMCHQ00002192	\$ 363.06
02930	31157	FLOWSTAR INDUSTRIAL ULC	4/10/2024	WATER	PMCHQ00002192	\$ 299.00
02931	45144	SOURCE ATLANTIC	4/10/2024	WATER	PMCHQ00002192	\$ 1,793.60
02932	46825	RONA ARICHAT	4/10/2024	WATER	PMCHQ00002192	\$ 11.35
02933	36109	ACADIA BROADCASTING LTD	4/17/2024	WATER	PMCHQ00002197	\$ 372.60
02934	00701	LANDRY BROTHERS LTD.	4/17/2024	WATER	PMCHQ00002201	\$ 59.54
02935	15229	SUPERIOR PROPANE	4/17/2024	WATER	PMCHQ00002201	\$ 68.94
02936	19809	BUREAU VERITAS CANADA (2019) I	4/17/2024	WATER	PMCHQ00002201	\$ 363.06
02937	45705	LONG POINT SERVICES SEPTIC DIV	4/17/2024	WATER	PMCHQ00002201	\$ 690.00
02938	00426	DIGGDON'S FREIGHT SERVICE	4/25/2024	WATER	PMCHQ00002203	\$ 49.33
02939	04863	CBCL LIMITED	4/25/2024	WATER	PMCHQ00002203	\$ 13,800.00
02940	00701	LANDRY BROTHERS LTD.	4/25/2024	WATER	PMCHQ00002205	\$ 10.34
02941	19809	BUREAU VERITAS CANADA (2019) I	4/25/2024	WATER	PMCHQ00002205	\$ 363.06
02942	35123	BOUDREAU, PAUL	4/25/2024	WATER	PMCHQ00002205	\$ 412.64

Total Cheques: 24

Total Amount of Cheques: \$ 28,332.96

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	4/1/2024
Vendor ID	First	Last	Chequebook ID	ONLINE PAYMENTS
Vendor Name	First	Last		ONLINE PAYMENTS

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
1088	00825	BELL ALIANT	4/4/2024	ONLINE PAYMENTS	PMCHQ00002186	\$ 1,281.40
1089	01023	NOVA SCOTIA POWER INC.	4/4/2024	ONLINE PAYMENTS	PMCHQ00002186	\$ 46,356.39
1090	01090	RECEIVER GEN. FOR CANADA	4/4/2024	ONLINE PAYMENTS	PMCHQ00002186	\$ 31,505.46
1091	39100	DIRECTOR OF MAINTENANCE ENFORC	4/4/2024	ONLINE PAYMENTS	PMCHQ00002186	\$ 387.86
1092	34886	EASTLINK	4/10/2024	ONLINE PAYMENTS	PMCHQ00002190	\$ 449.27
1093	42102	TELUS	4/10/2024	ONLINE PAYMENTS	PMCHQ00002190	\$ 326.60
1094	01457	BELL MOBILITY INC.	4/10/2024	ONLINE PAYMENTS	PMCHQ00002193	\$ 751.55
1095	10010	TELUS HEALTH	4/10/2024	ONLINE PAYMENTS	PMCHQ00002193	\$ 21,478.14
1096	39100	DIRECTOR OF MAINTENANCE ENFORC	4/10/2024	ONLINE PAYMENTS	PMCHQ00002193	\$ 775.72
1097	20265	ROYAL BANK VISA	4/17/2024	ONLINE PAYMENTS	PMCHQ00002195	\$ 11,034.75
1098	00825	BELL ALIANT	4/17/2024	ONLINE PAYMENTS	PMCHQ00002199	\$ 40.74
1099	01090	RECEIVER GEN. FOR CANADA	4/17/2024	ONLINE PAYMENTS	PMCHQ00002199	\$ 42,039.98
1100	01457	BELL MOBILITY INC.	4/17/2024	ONLINE PAYMENTS	PMCHQ00002199	\$ 63.24
1101	34886	EASTLINK	4/17/2024	ONLINE PAYMENTS	PMCHQ00002199	\$ 805.00
1102	39100	DIRECTOR OF MAINTENANCE ENFORC	4/17/2024	ONLINE PAYMENTS	PMCHQ00002199	\$ 387.86
1103	00825	BELL ALIANT	4/26/2024	ONLINE PAYMENTS	PMCHQ00002206	\$ 1,143.97
1104	39100	DIRECTOR OF MAINTENANCE ENFORC	4/26/2024	ONLINE PAYMENTS	PMCHQ00002206	\$ 387.86
1105	17500	SUSTAINABLE ENERGY CONFERENCES	4/25/2024	ONLINE PAYMENTS	PMCHQ00002209	\$ 6,917.76

Total Cheques: 18

Total Amount of Cheques: \$ 166,133.55

System: 5/8/2024 12:16:30 PM
 User Date: 5/8/2024

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Page: 1
 User ID: amcnamara

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	4/1/2024 4/30/2024
Vendor ID	First	Last	Chequebook ID	ONLINE UTILITY ONLINE UTILITY
Vendor Name	First	Last		

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
289	00825	BELL ALIANT	4/4/2024	ONLINE UTILITY	PMCHQ00002184	\$ 142.56
290	01023	NOVA SCOTIA POWER INC.	4/4/2024	ONLINE UTILITY	PMCHQ00002184	\$ 2,490.13
291	34886	EASTLINK	4/17/2024	ONLINE UTILITY	PMCHQ00002200	\$ 163.24
292	00825	BELL ALIANT	4/26/2024	ONLINE UTILITY	PMCHQ00002207	\$ 304.92

Total Cheques:	4				Total Amount of Cheques:	\$ 3,100.85
						=====

* Voided Journal Entry

Account: 10-320-3600-325100 DUE TO/FROM WATER UTILITY

Ranges: From: To:
 Date First Last
 Source Document First Last
 Currency ID First Last

Sorted By: Transaction Date Account Balance: -\$ 220,390.85

Trx Date	Jrnl No.	Source Doc	Audit Code	Reference	Debit	Credit
3/31/2023	80,193	BBF	GLTRX00019938	Balance Brought Forward	\$ 104,069.67	
4/12/2023	75,102	CRADJ	GLTRX00018132	TO TRX TO SWR 04124901.00 FR W	\$ 71.85	
4/20/2023	75,286	CRADJ	GLTRX00018192	TO TRX FR SWR 07959206.00 TO W		\$ 128.18
4/28/2023	75,389	CRADJ	GLTRX00018227	TO TRX TO SWR 00111066.00 FR W	\$ 3,355.55	
4/28/2023	75,399	CRADJ	GLTRX00018268	TO TRX TR TAX 02606348 TO WAT		\$ 51.67
4/30/2023	75,586	GJ	GLTRX00018365	TO CORR PROV PYMTS APRIL'23		\$ 35.00
4/30/2023	75,589	GJ	GLTRX00018365	TO CORR INTER TRANS APRIL'23		\$ 4,190.90
5/31/2023	76,040	CRADJ	GLTRX00018539	TO TRX FR SWR 02423936.00 TO W		\$ 105.64
5/31/2023	76,043	CRADJ	GLTRX00018540	TO REV CRADJ0004019 SWR TO WAT	\$ 105.64	
5/31/2023	76,652	GJ	GLTRX00018718	TO CORR PROV PYMTS MAY'23		\$ 35.00
5/31/2023	76,655	GJ	GLTRX00018718	TO CORR INTER TRAN MAY'23		\$ 1,715.29
6/14/2023	75,979	PMTRX	GLTRX00018530	SERVICES ROYAL BANK VISA	\$ 484.05	
6/30/2023	76,739	GJ	GLTRX00018754	TO CORR PROV PYMTS JUNE'23		\$ 35.00
6/30/2023	76,743	GJ	GLTRX00018754	TO CORR INT TRANS JUNE'23		\$ 1,064.95
7/4/2023	76,485	CRREC	GLTRX00018671	COUNTER PROCESSING 07042023		\$ 14,229.68
7/7/2023	76,463	CRADJ	GLTRX00018623	TO TRX TO SWR 03020436 FR WAT	\$ 109.84	
7/10/2023	76,469	CRADJ	GLTRX00018629	TO TRX FR SWR 06168655 TO WAT		\$ 258.75
7/14/2023	76,499	CRADJ	GLTRX00018665	TO TRX TO SWR 00018848.00 FR W	\$ 300.00	
7/27/2023	76,712	CRADJ	GLTRX00018737	TO TRX TO SWR 00111066 FR WAT	\$ 2,878.34	
7/31/2023	76,732	CRADJ	GLTRX00018746	TO TRX FR TAX 01486381 TO SWR		\$ 83.40
7/31/2023	77,190	GJ	GLTRX00018907	TO CORR PROV PYMT JULY 2023		\$ 35.00
7/31/2023	77,193	GJ	GLTRX00018907	TO CORR INTER TRANS JULY'23		\$ 4,802.73
8/10/2023	76,833	CRADJ	GLTRX00018792	TO TRX FR TAX 05934893 TO WAT		\$ 53.34
8/10/2023	76,835	CRADJ	GLTRX00018794	TO TRX PYMT FR SEWER 04122224		\$ 90.08
8/10/2023	76,838	CRADJ	GLTRX00018797	TO TRX TO SWR 04122224 FR WAT	\$ 166.64	
8/18/2023	76,965	CRADJ	GLTRX00018821	TO TRX TO TAX 02924129 FR WAT	\$ 300.00	
8/31/2023	77,377	GJ	GLTRX00018994	TO CORR INT TRANS FOR AUG'23		\$ 3,214.02
9/15/2023	77,271	CRADJ	GLTRX00018923	TO TRX TO SWR 03020819 FR WAT	\$ 3.49	
9/30/2023	77,747	GJ	GLTRX00019087	TO CORR PROV PYMTS SEPT'23		\$ 35.00
9/30/2023	77,750	GJ	GLTRX00019087	TO CORR INT TRANS FOR SEPT'23		\$ 2,802.31
10/16/2023	77,762	CRADJ	GLTRX00019091	TO TRX TO SWR 01765477.00 FR W	\$ 264.42	
10/17/2023	77,791	CRREC	GLTRX00019179	MAIL PROCESSING - 20231017		\$ 8,147.31
10/27/2023	77,967	CRADJ	GLTRX00019176	TO TRX TO SWR 00111066 TO WAT	\$ 1,951.49	
10/31/2023	78,583	GJ	GLTRX00019412	TO CORR PROV PYMTS OCT'23		\$ 35.00
10/31/2023	78,588	GJ	GLTRX00019412	TO CORR INTER TRAN FOR OCT'23		\$ 6,016.44
11/8/2023	78,108	CRADJ	GLTRX00019250	TO TRX FR SWR 02424428 TO WAT	\$ 102.78	
11/10/2023	78,176	CRADJ	GLTRX00019255	TO TR FR TAX 2606348 TO SWR 26		\$ 109.17
11/30/2023	78,996	GJ	GLTRX00019547	TO CORR PROV PYMTS NOV'23		\$ 35.00
11/30/2023	78,999	GJ	GLTRX00019547	TO CORR INTER TRANS NOV'23		\$ 2,123.90
12/11/2023	78,600	CRREC	GLTRX00019452	COUNTER PROCESSING - 20231211		\$ 11,740.24
12/31/2023	79,088	GJ	GLTRX00019571	TO CORR PROV PYMTS DEC'23		\$ 35.00
12/31/2023	79,091	GJ	GLTRX00019571	TO CORR INTER TRANS DEC'23		\$ 425.86
1/10/2024	79,013	CRADJ	GLTRX00019554	TO TRX TO SWR 09540113 FR WAT	\$ 138.61	
1/31/2024	79,269	CRADJ	GLTRX00019641	TO TX FR TAX 02606348 TO WAT 6		\$ 151.87
1/31/2024	80,277	GJ	GLTRX00019953	TO CORR PROV PYMTS DUR JAN'24		\$ 35.00
1/31/2024	80,280	GJ	GLTRX00019953	TO CORR INTER TRAN JAN'24		\$ 5,332.91
2/21/2024	79,431	CRADJ	GLTRX00019726	TO TRX TO SWR 06091849.00 FR W		\$ 534.32
2/29/2024	79,551	CRADJ	GLTRX00019745	TO TRX TO SWR 00111066 FR WAT	\$ 2,523.05	
2/29/2024	79,560	CRADJ	GLTRX00019759	TO COR CRADJ4334 SWR ACT 06091	\$ 1,068.64	
2/29/2024	80,419	GJ	GLTRX00020000	TO CORR PROV PYMTS FEB'24		\$ 35.00
2/29/2024	80,422	GJ	GLTRX00020000	TO CORR INTER TRANS FEB'24		\$ 1,351.10
3/15/2024	79,728	CRADJ	GLTRX00019802	TO TRX FR TAX 05934893 TO WAT		\$ 60.02
3/28/2024	80,191	CRREC	GLTRX00019937	COUNTER PROCESSING - 20240328		\$ 16,887.33
3/31/2024	80,534	GJ	GLTRX00020141	wtr inter fund with gen rev		\$ 104,069.67

* Voided Journal Entry

Trx Date	Jrnl No.	Source Doc	Audit Code	Reference	Currency ID	Debit	Credit
3/31/2024	80,606	GJ	GLTRX00020173	TO CORR PROV TRANS MAR'24			\$ 35.00
3/31/2024	80,609	GJ	GLTRX00020173	TO CORR INTER TRANS MAR'24			\$ 890.27
3/31/2024	80,637	GJ	GLTRX00020177	TO REC FIRE PRO YR END WAT UT			\$ 147,063.00
3/31/2024	80,698	CRADJ	GLTRX00020184	TO CORRECT CRADJ4229 SWR ACT 0			\$ 102.78
3/31/2024	80,699	CRADJ	GLTRX00020185	TO TRX FR SWR 02424428.00 TO W			\$ 102.78
Totals:						\$ 117,894.06	\$ 338,284.91
Total Transactions:		59					



ACTION LIST 2022-2024

Over 6 mos

Complete

In Progress

Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status
1	The Municipality conduct a flag raising ceremony, on a date to be determined, in honor and recognition of Truth and Reconciliation Day.	27/09/2021	Municipal Council	TBD	Complete
2	The Warden and Councillor Shawn Samson prepare a letter to the Province, copied to Council, regarding water damage along Veteran's Memorial Drive in Arichat as a result of heavy rains and requesting a resolution.	24/01/2022	Warden/Councillor Samson	Immediately	Complete
3	Staff create a draft "Procedural Policy" for Committees of Council meetings and that the draft be reviewed at a future By-Law/Policy Committee meeting.	08/02/2022	CAO / Warden	Future By-Law/Policy Committee Meeting	In Progress
4	The Warden and Deputy Warden draft a letter to the Department of Public Works indicating safety issue concerns with erosion and flooding on Evanston Road and Langley Lane in District #3.	28/02/2022	Warden & Deputy Warden	Immediately	Complete
5	A letter of concern be drafted by the Warden and Deputy Warden in collaboration with the MLA regarding the landline issues occurring during power outages in Dundee, St. George's Channel and Grand River	28/02/2022	Warden & Deputy Warden	Immediately	Complete
6	Warden Mombourquette, in collaboration with the Cape Breton Partnership, coordinate a meeting with Develop Nova Scotia and Bell Aliant in order to gather information regarding the Broadband Expansion Project.	28/02/2022	Warden	Immediately	Complete
7	The addition of a storm reporting form be referred to Emergency Management Advisory Committee and the By-Law/Policy Committee for review and discussion for potential addition to the plan or by-law.	28/02/2022	Steve Marcellus	Immediately	Complete
8	The matter of the School/Municipal Office Driveway safety concerns be moved to budget deliberations and that the CSAP be approached about their ability to cost-share any work that may be proposed.	21/03/2022	Director of Public Works/CFO	Immediately	Complete
9	The request from the Village of St. Peter's regarding access to the Canada Community Building fund be referred to By-Law/ Policy Committee and also to budget deliberations.	21/03/2022	CFO/Municipal Clerk	Immediately	Complete
10	The Municipality adjust the rates for hauling municipal solid waste and recyclables in accordance with the Truckers Association of Nova Scotia (TANS) monthly diesel fuel price as posted on the Nova Scotia Government website.	25/04/2022	Director of Public Works/CFO	Immediately	Complete

11	The Municipality forward correspondence to Nova Scotia Public Works with a copy to Jamie Chisholm, District Director, PW Eastern, Paul Colton, Construction manager, PW Eastern and Laura Cunningham, Capital Program Administration Office, Pw Head Office, notifying them of the municipality's acceptance of the list and cost estimate for the cost shared program for the paving of Langley Lane, from Pulp Mill Road to end for a distance of .36 kilometers.	25/04/2022	Director of Public Works/CFO	Immediately	Complete
12	The minimum acceptable bid be as follows on the listed properties, which did not sell at previous tax sales, and will be listed for the June 2022 Tax Sale: District #1 - Property #01415298; PID 75011015, Assessed to Mary Gail Rude, Land - 3661 Highway 206, Petit De Grat Minimum Bid: \$10,000 / District #2 - Property #03222241; PID 75100677, Land, Cove Road, West Arichat, Assessed to Household Realty Corporation Limited ,Minimum Bid: \$2,000 / District #1 - Property #09630309; PID 75003947, Assessed to Gordon Edwin (Jr) Short & Shelley Esther Stewart, Land - Highland Street, Arichat, Minimum Bid: Principal Only / District #5 - Property #09055363; PID 75119214, Minimum Bid: Principal Only, Assessed to Gary & Kathleen Pretty, Land - St. Peter's Fourchu Road, Framboise	25/04/2022	Revenue Manager	Immediately	Complete
13	That a \$10,000 Plamu Sponsorship be added to the draft budget for the Nova Scotia Mi'kmaw Summer Games being hosted by Potlotek First Nation from July 17th to July 24th, 2022.	25/04/2022	Chief Financial Officer	Immediately	Complete
14	Esther MacDonnell be appointed to the Accessibility Advisory Committee.	25/04/2022	Warden	Immediately	Complete
15	That the Municipality of Richmond County sign on as an endorser of the National Coalition for Healthy School Food and that correspondence be forwarded to Coalition for Healthy School Food at Food Secure Canada indicating that the Municipality of Richmond County endorses the Coalition's call for the development of a universal cost-shared healthy school food program.	25/04/2022	Municipal Council (Warden)	Immediately	Complete
16	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSFM, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating the Municipality of Richmond County's opposition to this initiative.	25/04/2022	Warden	Immediately	Complete
17	Post the Non-Union Salary Administration Policy adopted as a policy of the Municipality of the County of Richmond.	25/04/2022	Municipal Clerk	Immediately	Complete

18	Post to Website- the Amended the Flag Policy in order to add the "Review" Section noting that "A review of this policy and the "Flags to be Flown" will be reviewed by Municipal Council on a yearly basis (January) to determine if additional flags are required to be added to the list"	25/04/2022	Municipal Clerk	Immediately	Complete
19	Post to Website - Municipal Council Adopt the Virtual Meeting Policy as a policy of the Municipality of the County of Richmond.	25/04/2022	Municipal Clerk	Immediately	Complete
20	Municipal Council approve the following additional services estimates from FBM: Item 1: 3rd in person meeting in the Louisdale/West Bay Area \$1,985, plus HST, Item 2: Targeted additional 1 hour focus group meetings \$ 880, plus HST	25/04/2022	Chief Financial Officer	Immediately	Complete
21	Municipal Council authorize Staff to proceed with application to the Province's PCAP funding program for the purpose of conducting an Inflow and Infiltration Study on the Arichat sewage collection system.	25/04/2022	Director of Public Works	Immediately	Complete
22	The Municipality use the color red, wherever possible, in all the gardens and landscapes the municipality maintains and supports, supports the nomination of the Isle Madame Garden Club Garden Hero, Lillian O'Hearn, with an honorary certificate, purchase a flag for the "Year of the Garden 2022" and recognize June 18th, 2022 as Garden Day in the Municipality of Richmond County.	25/04/2022	Municipal Clerk/Municipal Council/Director of Public Works	Immediately	Complete
23	The following proclamation be adopted: "Year of the Garden 2022"	25/04/2022	Warden	Immediately	Complete
24	The following proclamation be adopted: May 2022 as "Lyme Disease Awareness Month".	25/04/2022	Warden	Immediately	Complete
25	Update on Code of Conduct Complaint will be provided at a future meeting once the investigation has been Completed.	25/04/2022	Municipal Council	Upcoming Meeting	Complete
26	Council of Municipality of the County of Richmond amend a previously approved motion approved at the January 24, 2022, Council meeting noted in the Review of Minutes which read as follows: "Moved by Councillor Brent Sampson, seconded by Councillor Digdon that the minutes of the December 20, 2021 Regular Council meeting be approved with amendments. Motion carried." by correcting the vote on Review of Minutes of December 20, 2021 by replacing the words "Motion carried" with "4 in favour, 1 opposed."	25/04/2022	Municipal Clerk	Immediately	Complete
27	Forward Motion to EDPC - Municipal Council give Second Reading and approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to add Craft Beverage Facilities as a permitted use in the Village Commercial (VC) Zone and insert accompanying definitions	24/05/2022	Municipal Clerk	Immediately	Complete

28	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	24/05/2022	Warden Mombourquette	Immediately	Complete
29	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSFM, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating that Municipal Council is thankful for the removal of the proposed non-resident Provincial property tax and their willingness to listen to the feedback received on the issue.	24/05/2022	Warden Mombourquette	Immediately	Complete
30	Send to CFO that the grant request from the River Bourgeois Community Services Society be approved in the amount of \$9,000 with the following allocation:: Regional /Health/General \$5,000, District #4 \$2,500, District #1, 2 and 3(each) \$ 500	24/05/2022	Municipal Clerk/CFO	Immediately	Complete
31	Send to CFO that the grant request from the St. Peter's RCL Branch 47 be approved in the amount of \$3,924.44 and be allocated as follows: Regional /Health/General \$ 3,000.00, District # 3 and 4 \$ 462.22 each.	24/05/2022	Municipal Clerk/CFO	Immediately	Complete
32	Send to CFO that The grant request from the South Mountain Arm of Gold Community Association in the amount of \$5,000 be approved from the Regional /Health/General Fund contingent on securing other sources of funding.	24/05/2022	Municipal Clerk/CFO	Immediately	Complete
33	The following proclamation be approved: May 29th – June 4th, 2022 is recognized as Access Awareness Week.	24/05/2022	Warden / Municipal Clerk	Immediately	Complete
34	Notify the Board that Mr. Richie Cotton was re-nominated by the Municipality of Richmond County to serve his second term on the Strait of Canso Superport Corporation Board of Directors.	24/05/2022	Municipal Clerk	Immediately	Complete
35	Notify Applicant that an exemption to the Richmond County Noise By-Law #65 be granted to Epic Trip Productions and the Inspiration Point Lodge for June 18th and 19th, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 3 AM to allow the event to engage in any activity until 3 AM which tends to disturb the peace and tranquility of a neighborhood to which the By-Law applies.	24/05/2022	Municipal Clerk	Immediately	Complete

36	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	24/05/2022	Warden	Immediately	Complete
37	The 30 day Clean-up Order issued by the Eastern District Planning Commission regarding PID (75105304) and AAN (10494923) be amended from a 30 day to a 90 day Clean-up Order and that day one of the Order begin on the day the Order is posted.	27/06/2022	Municipal Clerk/EDPC	Immediately	Complete
38	The NSFM Service Exchange Renegotiation and MGA Review Committee survey be Completed by Warden Mombourquette and Deputy Warden Melanie Sampson in collaboration with the remaining Councillors and Municipal Staff.	27/06/2022	Warden/Deputy Warden	Immediately	Complete
39	Staff reach out to other municipal units regarding a Special Events By-Law and Complete an analysis/comparison of data to be provided to Committee Members at a future By-Law/Policy Committee meeting.	27/06/2022	Municipal Clerk	Immediately	Complete
40	Staff be requested to do an assessment/investigation regarding the potential of expanding the Babin's Hill Look-off.	27/06/2022	CAO/Director of Public Works	Immediately	Complete
41	The building permit fees be amended as recommended by the Director of the Eastern District Planning Commission and that the amended fee structure be effective July 1, 2022.	27/06/2022	Municipal Clerk/EDPC	Immediately	Complete
42	PID (75034520), 1/3 owned by the Municipality of the County of Richmond, consisting of the 100 acre municipal property on Plumb Island and 2/3 owned by Barbara Malcolm, be declared surplus to municipal requirements, and the Municipality's interest sold for fair market value.	27/06/2022	Revenue Manager	Immediately	Complete
43	The request from Marg Herdman for funding for four lighthouses and one governance panel at a cost of approximately \$3,000 each be investigated by Staff in collaboration with MLA Trevor Boudreau regarding funding opportunities which could potentially be available to aid with the project.	27/06/2022	CAO	Immediately	Complete
44	Staff investigate the request from Potlotek First Nation to access Richmond County's garbage and recycling services.	27/06/2022	CAO/Director of Public Works	Immediately	Complete
45	Taxes be written off in the amount of \$356.94 on property AAN 01720872, located at 47 South Side, Petit de Grat, NS, owned by Lillian Gionet, which represents taxes on the dwelling only from May 6, 2022 to March 31, 2023.	27/06/2022	Revenue Manager	Immediately	Complete

46	The fuel price adjustments based on the Truckers Association of Nova Scotia's monthly diesel fuel price be retroactive to April 1, 2022.	27/06/2022	Director of Public Works/Chief Financial Officer	Immediately	Complete
47	The request from the Isle Madame New Horizons Seniors Club, Type 1-Infrastructure Grant fund in the amount of \$5,000 be approved and allocated as follows: Regional/Health/General Grant Funds \$3,500, District #1 \$ 750, District #2 \$ 750	27/06/2022	Chief Financial Officer	Immediately	Complete
48	The request from St. Joseph Parish for the Type 4 – Regional/Health/General Grant Fund in the amount of \$10,000 be allocated and approved from District #1- \$1,500 and District #2 - \$1,500 for a total of \$3,000.	27/06/2022	Chief Financial Officer	Immediately	Complete
49	The grant request from Pitu'paq Partnership Society in the amount of \$2,000 for the Type 4 – Regional/Health/General Grant fund be approved.	27/06/2022	Chief Financial Officer	Immediately	Complete
50	The request from Development Isle Madame Association for the Type 1 – Infrastructure Grant Funds in the amount of \$3,500 be approved for a total of \$1,500 and allocated as follows: District #1 \$750 and District #2 \$750	27/06/2022	Chief Financial Officer	Immediately	Complete
51	The Canada Day 2022 Funding request received from Johnston's Harbour Wharf Association in the amount of \$450 be approved.	27/06/2022	Chief Financial Officer	Immediately	Complete
52	First Reading to amend the Private Ways By-Law #66 in order to add to section 3.2 the wording "Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days" AND to include an additional section stating: "Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors)".	27/06/2022	Municipal Clerk/Municipal Council	September 26, 2022 Regular Council Meeting	Complete
53	An exemption to the Richmond County Noise By-Law #65 be granted to Development Isle Madame Association for the Codstock 2022 event beginning on July 2nd, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 1:30 AM July 3, 2022	27/06/2022	Municipal Clerk	Immediately	Complete
54	The Town of Port Hawkesbury staff, CAO Terry Doyle and CFO Erin MacEachern be extended an invitation to review/present the Airport Terms of Reference at a Fall Committee of the Whole meeting.	27/06/2022	Municipal Clerk	Immediately	Complete
55	The CAO follow-up with Justin Forbes of Stantec regarding a potential start-up meeting date regarding the Governance and Boundary Review.	27/06/2022	Municipal Clerk	Immediately	Complete

56	That an Electric Vehicle Charger for the Richmond Arena location be forwarded to budget deliberations for review.	27/06/2022	Chief Financial Officer	Immediately	Complete
57	Staff advertise/promote the review of the Nova Scotia Accessibility Act on the Richmond County Website and Richmond County Facebook page.	27/06/2022	Municipal Clerk	Immediately	Complete
58	Staff forward the information regarding the re-opening of the Business ACCESS Ability Program to the Chamber of Commerce and also that the information be promoted on the Richmond County Website and via Social Media.	27/06/2022	CAO/Municipal Clerk	Immediately	Complete
59	A letter be sent from Municipal Council regarding littering and the return of garbage cans which had previously been located at various provincial parks throughout Richmond County AND that Warden Amanda Mombourquette reach out the RCMP regarding statistics of littering offences over the past number of years.	27/06/2022	Warden	Immediately	Complete
60	The possibility of hiring summer students for summer 2023 to deal with the littering issues be forwarded to budget deliberations.	27/06/2022	Director of Public Works/CFO	Immediately	Complete
61	The grant request from the Royal Canadian Legion Branch 150 be approved and allocated as follows: District #1 \$500, District #2 \$500, Type 1- Infrastructure Grant Funds \$4,000.	27/06/2022	Chief Financial Officer	Immediately	Complete
62	The Grant Policy be referred to the By-Law/Policy Committee meeting for discussion regarding the question of Registry of Joint Stocks.	27/06/2022	Municipal Clerk	Immediately	Complete
63	Grant request from Lakeside Community Association be approved in the amount of \$5,000, contingent on other confirmed sources of funding and allocated as follows: District #4 \$1,000, Type 1- Infrastructure Grant Funds \$4,000.	27/06/2022	Chief Financial Officer	Immediately	Complete
64	The curbside collection contracts be amended to reflect quarterly fuel price adjustments rather than annual adjustments; AND FURTHER MOVED that the next adjustment be implemented July 1, 2022 and apply for the period from July 1 to September 30, 2022.	27/06/2022	Director of Public Works/Chief Financial Officer	Immediately	Complete
65	That Chris Boudreau be appointed as the Interim Chief Administrative Officer, in addition to his Director of Public Works responsibilities from July 1, 2022 until August 31, 2022 or until a permanent Chief Administrative Officer is hired; AND FURTHER MOVED that the interim appointment be compensated with a Salary Level #11, Step #6 on the current salary scale.	27/06/2022	Municipal Council/Chief Financial Officer	Immediately	Complete
66	That funding be approved for travel/expenses related to the interview process for two potential candidates for the Chief Administrative Officer position; AND FURTHER MOVED that the approval would be based on pricing by the Warden in consultation with the CFO, Jason Martell	27/06/2022	CAO/Chief Financial Officer	Immediately	Complete

67	Second Reading By-law #66 / To Amend the Private Ways By-Law #66 to add the following clauses: In s.3.2 - Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days AND include an additional section stating: Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors).	26/09/2022	Municipal Clerk/Municipal Council	November 28 th Regular Council Meeting	Complete
68	Holy Guardian Angels / That Council accept the recommendation of the Committee of the Whole to provide funding to the Holy Guardian Angels Parish in amount of \$3,750.00, with the allocation of funds as follows, \$2,000.00 from the District 5 Activity Fund and \$1,750.00 from the Regional Fund.	26/09/2022	Chief Financial Officer	Immediately	Complete
69	Rural Communities Foundation / That the Council accept the recommendation of the Committee of the Whole to provide funding from the Regional Fund to the Rural Communities Foundation in the amount of \$500.00.	26/09/2022	Chief Financial Officer	Immediately	Complete
70	ACTing Collectively / That Council accept the recommendation of the Committee of the Whole to provide financial support, in the amount of \$669.00, to fund a mail out to seniors.	26/09/2022	CAO/Chief Financial Officer	Immediately	Complete
71	Awards of Recognition Policy / That Council accept the recommendation of the Committee of the Whole to refer the Awards of Recognition policy to the Bylaw and Policy Committee for review.	26/09/2022	Municipal Clerk	Immediately	Complete
72	Strategic Plan Refresh / That Council accept the recommendation of the Committee of the Whole to approve the Strategic Plan Refresh as presented by Preferred Choice.	26/09/2022	Municipal Clerk/Municipal Council	Immediately	Complete
73	Heritage Submissions / That Council accept the recommendation of the Committee of the Whole to refer the Heritage submissions to the Heritage Advisory Committee for review.	26/09/2022	Municipal Clerk	Immediately	Complete
74	NSCC Lease / That Council accept the recommendation of the Committee of the Whole to offer Nova Scotia Community College a 15 month lease for their Heavy Equipment Operator course starting on October 1st, 2022.	26/09/2022	Warden/CAO	Immediately	Complete
75	Letter of Support / Broadband / That Council accept the recommendation of the Committee of the Whole to write a letter of support to the advancement of Broadband agenda to MP Kelloway AND FUTHER MOVE that staff continue to explore funding opportunities.	26/09/2022	Warden	Immediately	Complete
76	Hydrant/Langley Lane / That Council accept the recommendation of the Committee of the Whole to have staff explore the feasibility of installing a hydrant on Langley Lane.	26/09/2022	Director of Public Works	Immediately	Complete

77	Offshore Wind/ Point Tupper Energy / That Council accept the recommendation of the Committee of the Whole to request to have a staff member and a councillor attend future Offshore Wind and Ongoing Point Tupper Energy Developments meetings.	26/09/2022	Municipal Clerk/Municipal Council	Immediately	Complete
78	Louisdale Lions Club / That Council accept the recommendation of the Committee of the Whole to have staff explore funding opportunities for the washrooms being used by patrons of the recreation facilities located at the Louisdale Lions Club AND FURTHER MOVE that staff contact the Louisdale Lions Club regarding the request put forward.	26/09/2022	Recreation Manager	Immediately	Complete
79	RCMP Letter of Concern / That Council accept the recommendation of the Committee of the Whole to write a letter of concern to MP Kelloway regarding retroactive pay for the RCMP.	26/09/2022	Warden	Immediately	Complete
80	Proclamation FDAS Awareness / That Council accept the recommendation of the Committee of the Whole to declare the month of September as Fetal Alcohol Spectrum Disorder (FDAS) Awareness Month.	26/09/2022	Warden	Immediately	Complete
81	Accessibility Advisory Committee / Approve Ashley Lavandier and Shelley Dorey as members of the Accessibility Advisory Committee.	26/09/2022	Recreation Manager	Immediately	Complete
82	J Road Classification List 2022/2023 / Staff notify the Province that the Municipality does not wish to proceed with the cost-shared road upgrades for Langley Lane in Point Tupper.	26/09/2022	Director of Public Works	Immediately	Complete
83	J Road Classification List 2022/2023 / Staff inquire with the Province about the possibility of three-way cost sharing between the Province, Municipality and a Commercial enterprise for upgrades to Lobster Plant Road and FURTHER MOVED that, in order of priority, Marchand Lane and Sampson Road be submitted to the Province for the cost-shared upgrades to J-class roads for the 2023-24 construction season and FURTHER MOVED that Lobster Plant Road be included in the application subject to approval by the Province for three-way cost sharing.	26/09/2022	Director of Public Works	Immediately	Complete
84	Proclamation Right to Know Week / September 26 to October 2, 2022 to be Right to Know Week in the Municipality of the County of Richmond.	26/09/2022	Warden	Immediately	Complete
85	Chamber Upgrades / Staff contact Backman Vidcom for another quote.	26/09/2022	Warden/CAO	Immediately	Complete
86	Truth and Reconciliation Day / Designate the business day prior to September 30th of each calendar year as the flag raising ceremony in honor and recognition of Truth and Reconciliation Day.	26/09/2022	Municipal Clerk/Municipal Council	Immediately	Complete
87	By-Law Partnership Opportunity / For CAO and Warden to explore the by-law enforcement officer partnership opportunity and report back to council at a future meeting	11/10/2022	CAO/Warden	Future Council meeting.	Complete

88	Destination Cape Breton re: Provincial Amendments to Marketing Levies, Request of Support / To defer the decision of Council support to the next Regular Council meeting in order to acquire additional information. **(Contact other Municipalities regarding the levies.) 24/10/2022	11/10/2022	Municipal Councillors/ Warden	Immediate	Complete
89	Accessibility Advisory Committee / That Staff create and submit an advertisement in the local paper, inviting community members with lived experience to consider applying to become a member of the Accessibility Advisory Committee.	24/10/2022	Recreation Manager	Immediate	Complete
90	Tax Reduction due to Fire / That taxes in the amount of \$153.15 be written off, which represents taxes on the dwelling only from August 17, 2022 to March 31, 2023, for property AAN 03000672, owned by Sheila Latimer, which was Completely destroyed by fire.	24/10/2022	Chief Financial Officer	Immediate	Complete
91	Cellular Advocacy Letter / That Council support the Cellular Advocacy Letter as drafted by Glenn Home, Chief Administrative Officer for the Municipality of the County of Antigonish.	24/10/2022	Warden	Immediate	Complete
92	Isle Madame Historical Society, Type 1 Infrastructure Grant / To defer the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	11/10/2022	Chief Financial Officer	Moved to October 24, 2022 Regular Council Unfinished Business	Complete
93	Heritage By-Law #49 / That Council refer Heritage Property By-Law #49 to the By-Law/Policy Committee.	24/10/2022	CAO / Municipal Clerk	Immediate	In Progress
94	Strait Area Transit / That staff investigate options for improving transit service in Richmond County.	24/10/2022	CAO	Immediate	Complete
95	Water Utility – Water Line Relocation / That Council have staff explore the Canada Community Building Fund for funding opportunities related to the expenditures from the water main relocation on Whiteside Road and FURTHER MOVE that staff proceed with payment of this non-budgeted expenditure through the Richmond Water Utility if there are no funding opportunities with the CCBF.	24/10/2022	Director Public Works/CFO	Immediate	Complete
96	Non Budgeted Expenditures / That staff contact the department of Municipal Affairs and Housing to discuss non-budgeted expenditures led by the Province and report back to Council.	24/10/2022	CAO	Immediate	Complete
97	Municipality of the County of Guysborough re: Premier Houston's correspondence to Minster Champagne / That Council write a letter of support to Premier Tim Houston regarding the recent correspondence to Hon. Francois-Philippe Champagne for the lack of support and participation from telecommunications companies before, during and after Hurricane Fiona.	24/10/2022	Warden	Immediate	Complete

98	Yarmouth Ferry Service / That Council write a letter of support to Premier Tim Houston regarding the impact the Yarmouth Ferry has on our community and the Province.	24/10/2022	Warden	Immediate	Complete
99	Isle Madame Historical Society, Type 1 Infrastructure Grant / That the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500 to upgrade and improve the retaining wall and front and back decks of the Lorenzo building to improve safety and accessibility for visitors and patrons to the site be approved and allocated under the Cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	24/10/2022	CFO	Immediate	Complete
100	Langley Lane / That Staff inquire with the Province about the possibility of cost sharing between the Province and the Municipality for upgrades and maintenance for Langley Lane and report back to Council.	24/10/2022	Director of Public Works	Immediate	Complete
101	Accessibility Committee Appointee / That Council accept the following applicant to be appointed to the Accessible Advisory Committee for the Municipality of the County of Richmond, Chantal Boudreau.	11-14-2022	Recreation/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	Complete
102	Oban Road Washouts / That Council have Warden Mombourquette draft a letter of concern to the Minister of Public Works regarding the Oban road washouts and FURTHER MOVE that a request be made for a time line on the scheduled repairs.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	Complete
103	Babins Hill Lookoff / The Committee agreed to have staff explore pricing for the volume of fill and related expenses that may be required for the potential expansion of the Babins Hill Lookoff and report back to Council at a future meeting.	11-14-2022	CAO, Director of Public Works	Immediate	Complete
104	Administration Portuaire de Petit de Grat Grant Request / That Council defer the Administration Portuaire de Petit de Grat, Type 1 – Infrastructure Grant Fund request in the amount of \$10,000.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	11-14-2022	CFO	Immediate	Complete
105	Village on the Canal Grant Request / That Council approve the Village on the Canal Association, Type 4 – Regional/Health/General Grant request in the amount of \$1,000.00 and allocated as follows: \$200.00 from each District Fund.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	Complete
106	Highland Village Grant Request / That Council refer the request for financial support from Murdock MacPherson and Rodney Chaisson of Highland Village Museum to budget deliberations.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	Complete

107	PVSC Virtual Assessment 101 Session / That Council have staff contact the Property Valuation Services Corporation to inquire if the Virtual Assessment 101 Session can be made available for an evening session, as a group in the New Year, and report back to Council at a future meeting.	11-14-2022	CAO/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	Complete
108	Destination Cape Breton Letter of Support / That Council have Warden Mombourquette draft a letter to the Province in support of the following amendments to the Marketing Levy legislation proposed by Destination Cape Breton: (a) that the new legislation state that the levy will apply to all fixed-roof accommodations, as defined in the Tourism Accommodation Registration Act (which includes Airbnb and VRBO), regardless of the number of rooms, (b) That the language for usage of the funds be changed to "Funds collected will be used exclusively on activities and programs that directly support the development of the tourism industry and the marketing of destinations from which they were generated.", (c) that there is a seamless process to replace the current Cape Breton Island Marketing Levy Act with the new legislation., and FURTHER MOVE that the letter encourage all Cape Breton Municipal units to participate.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	Complete
109	The Office of Healthcare Professionals Recruitment (OHPR) re: Community Fund / That Council have staff reach out to the Program Director at Cape Breton South Recruiting for Health to offer support in the application process.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	Complete
110	NS Early Childhood Development Intervention Services/ That Staff advertise/promote the NS Early Childhood Development Intervention Services on the Richmond County Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	Complete
111	Littering /That Staff advertise and promote litter prevention as well as the ability of the RCMP to issue a \$467.50 littering fine under Section 99 of the NS Environment Act on the Municipal Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	Complete
112	Major Event Planning Proposal from Sergeant Nugent / To refer Sergeant Nugent's request regarding major event planning to the By-Law/Policy Committee for investigation into the development of the Municipality's Special Events by-law.	11-28-2022	CAO	Immediate	Complete
113	Recommendation from Planning Advisory/Heritage Committee / That the CAO investigate if the Eastern District Planning Commission can issue summary offence tickets and/or why they don't have the authority to do so and to report back to the Committee at a future meeting.	11-28-2022	CAO	Immediate	Complete
114	Travel and Expense Policy/ That the amended Travel and Expense Policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete

115	Awards of Recognition Policy / That the Awards of Recognition policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete
116	Second Reading By-law #66 / That the Second Reading approval be given to adopt the amended Private Ways By-Law #66 as a By-Law of the Municipality of the County of Richmond.	11-28-2022	CAO/Municipal clerk	Immediate	Complete
117	Terms of Reference - By-Law/Policy Committee / That Council amend the By-Law/Policy Committee Terms of Reference to include the membership of the public who are residents of the Municipality of the County of Richmond and FURTHER MOVE that public members' terms shall be two years, and FURTHER MOVE that members may be re-appointed to the committee for a further two year term, but shall not exceed two consecutive terms.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete
118	Committee Terms of Reference /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Immediate	In Progress
119	Atlantic Biosphere Project, Proposal to Participate in Weston Foundations Homegrown Innovation Challenge / That staff reach out to the proponent of the Atlantic Biosphere Project to explore resourcing options and report back to Council at the next scheduled meeting on December 12, 2022.	11-28-2022	CAO	Immediate	Complete
120	Federal Boundary Review / That the Warden draft a letter of support to MP Mike Kelloway expressing concerns regarding the proposed Federal boundaries in terms of geography, service and that the proposed boundary either be reconsidered or extra funds be provided to allow for more constituency offices in order to maintain the level of service and FURTHER MOVE to request that MP Kelloway forward the letter to the appropriate body.	11-28-2022	Warden	Immediate	Complete
121	Louisdale Lions Club Type 4 - Regional/Health/General Grant Request / That the grant request from the Louisdale Lions Club for the Type 4-Regional/Health/General Grant fund request in the amount of \$2,500.00 be approved and be allocated as follows: \$1,000.00 from the Type 4 - Regional/Health/General Grant Fund and \$1,500.00 from District 3 Fund.	11-28-2022	CFO	Immediate	Complete
122	Administration Portuaire de Petit de Grat Grant Request / That the Administration Portuaire de Petit de Grat Type 1 Grant request in the amount of \$10,000.00 to purchase a commemorative monument in recognition of the expulsion of the Acadians be approved as an eligible project and allocated under the cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000.00 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	11-28-2022	CFO	Immediate	Complete

123	Trail Strategy / Schedule pre-budget meetings to allow time to discuss the items in the trail strategy.	11-28-2022	CAO/Municipal Clerk	Immediate	Complete
124	Irish Cove Reclaimed Limestone Quarry Walking Trails /That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of support to the Department of Natural Resources for the Irish Cove Reclaimed Limestone Quarry Walking Trails project.	12/12/2022	Warden	12/12/2022	Complete
125	Strategic Communications Plan. (June 2021-Draft) / That Council accept the recommendation of the Committee of the Whole to have staff reach out to the Cape Breton Partnership for support in revising the June 4, 2021 Draft Strategic Communications Plan. January 2024 Draft Strategic Communications Plan & Associated Policies/ that Council accept the recommendation from the By-Law/Policy Committee to proceed with the adoption of the Strategic Communications Plan and associated policies. (Delegation to Appear Before Municipal Council Policy, Social Media Policy, Website Content and Maintenance Policy,Communications Policy)	12/12/2022	CAO/Municipal Clerk	Immediate	Complete
126	Saltwire- Chronicle Herald & Cape Breton Post / That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of concern to Saltwire requesting the resumption of rural door to door delivery or consider semi-central drop off locations and encourage other Municipalities to do the same.	12/12/2022	Warden	Immediate	Complete
127	February Tax Sale / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property number 01415298 for a minimum acceptable bid of \$5,000 and if this property does not sell for the minimum acceptable bid, to proceed and sell the property for any bid.	12/12/2022	CFO	Immediate	Complete
128	February Tax Sale / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property numbers 02465418, 03739511, 03927415, 04537521, 05176328, 07944063 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	12/12/2022	CFO	Immediate	Complete
129	Village of St. Peter's Guarantee / That Council accept the recommendation of the Committee of the Whole that Council approve the draft loan guarantee requested by the Village of St. Peter's in the amount of \$56, 407.50 for the purposes of purchasing a new sidewalk tractor.	12/12/2022	CFO	Immediate	Complete

130	PVSC Inactive Accounts / That the recommendation of the Committee of the Whole that Council authorize the Manager of Accounting & Finance and CFO to proceed and write off the principal and interest associated with the inactive accounts in the total amount of \$28,209.44.	12/12/2022	CFO	Immediate	Complete
131	Richmond River Roots / That Council accept the recommendation of the Committee of the Whole that Warden Mombourquette draft a letter of support for the Richmond River Roots Market Garden Society for their Sustainable Communities Challenge Fund proposal to obtain a second climate battery greenhouse.	12/12/2022	Warden	Immediate	Complete
132	NSCC Report to the Community / Staff to share information on the Municipal Website and Facebook page.	12-19-2022	Municipal Clerk	Immediate	Complete
133	St. Peter's Community Hub Project / That Council provide support of principle only for the St. Peter's Community Hub Project.	12-19-2022	Municipal Council	Immediate	Complete
134	EverWind Fuels, re: Public Comments Period - Due Date Jan. 18 / post on Municipal FB and Website	01/09/2023	Municipal Clerk	Immediate	Complete
135	Babins Hill Lookoff / that Council accept the recommendation of the Committee of the Whole that Council defer the estimated costs to carry out the work to expand the Babins Hill Lookoff by 40 meters west along Highway 206 to the 2023/24 budget deliberations.	01/09/2023	CFO	Immediate	Complete
136	Fleet Vehicle / that Council accept the recommendation of the Committee of the Whole that Council approve the purchase of a new fleet vehicle at the tendered cost of \$72, 369 plus HST with the costs being incurred in the 2023/24 fiscal year and FURTHER MOVE that the CAO be authorized to negotiate any increase in price resulting from supply of a 2024 model vehicle if no 2023 model vehicles are available at the time of order/delivery.	01/09/2023	CFO/CAO	Immediate	Complete
137	Marketing Levy Update / that Council refer the Municipality of the County of Richmond Marketing Levy By-Law #60 to the By-Law/Policy Committee for review and recommendation.	01/09/2023	Municipal Clerk	Immediate	Complete
138	CAO Employee Success Plan / that Council refer the CAO Employee Success Plan to the By-Law/Policy Committee.	01/09/2023	CAO / Municipal Clerk	Immediate	Complete
139	By-Law / Policy Committee / that Council approve Lois Landry as a member of the By-Law and Policy Committee.	1/23/2023	CAO/Municipal Clerk	Immediate	Complete
140	Storm Policy / that the Storm Policy be adopted as a policy of The Municipality of the County of Richmond.	1/23/2023	CAO/Municipal Clerk	Immediate	Complete

141	Second Reading / that Council give the second reading to approve entering into a Development Agreement for 4 tourist cabins/cottages on Lot 18, PID 75144063, Orion Crescent, Walkerville, Richmond County.	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	Complete
142	Second Reading / that Council give the second reading to approve the proposed Land Use By-law amendment to rezone the portions of the properties identified as PID 75086868, 75136218, 75052530, 75219568, and 75086397 from the Residential Rural (R-2) Zone to the Residential Village (R-1) Zone to allow for smaller lot subdivision	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	Complete
143	Governance and Boundary Review/ that the Warden and CAO work with Stantec on a new map that includes the following changes: Move Lennox Passage to District 3 Create more equitable division on Isle Madame between Councillors Move Grande Greve to District 4 Move Thibeauville to District 4	1/23/2023	Warden/CAO	Immediate	Complete
144	Strait Area Transit / that Council invite the Board of Executives and the support staff as required from Strait Area Transit to the next meeting of Council to discuss and continue contract negotiations.	1/23/2023	CAO/ Municipal Clerk	Immediate	Complete
145	Richmond Villa Board Request / that Staff create and submit advertisements in local media inviting Richmond County residents to consider applying to become a member of the Richmond Villa Board and FURTHER MOVE that the term for this position will be until the next organizational meeting.	1-31-2023	Municipal Clerk	Immediate	Complete
146	Governance and Boundary Review/ that the CAO and Warden work together on the application and supporting documents for the Nova Scotia Utility and Review Board.	1-31-2023	CAO	Immediate	Complete
147	Heritage Plaques / that Council pursue the idea of having heritage plaques made and given to heritage building upon designation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
148	Lighthouse Heritage Properties / that staff explore funding options for the support of interpretive panels for lighthouse heritage properties on Isle Madame and FURTHER MOVE that staff contact the proponent to inquire on the progress of the project.	2-27-2023	CAO & Cllr M. Diggdon	Immediate	PENDING
149	Municipal Heritage Property Designation Scoring Criteria/ to adopt the Municipal Heritage Property Designation Scoring Criteria as presented and FURTHER MOVE that the Planning Commission carry out the scoring, which can then be reviewed, revised as necessary, and agreed to by the Planning Advisory / Heritage Committee.	2-27-2023	CAO & Municipal Clerk	Immediate	In Progress

150	Public Participation Program Regarding Engagement with Abutting Municipalities/ to refer the public participation program regarding engagement with abutting municipalities staff report as presented by the Eastern District Planning Commission to the By-Law/Policy Committee for review.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
151	Provincial Snow Clearing/ that Council accept the recommendation of the Committee of the Whole that staff request a meeting of Council and Department of Public Works in our region to discuss concerns regarding provincial snow clearing and FURTHER MOVE that the Warden draft a letter requesting a meeting with the Minister of Transportation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
152	Province's Introduction to Bill 225 / that Council accept the recommendation of the Committee of the Whole to have the Warden draft a letter to the Minister of Municipal Affairs and Housing acknowledging that we are confident Bill 225 was passed with positive intentions to address the housing crisis, but that Council has concerns about the process and requests that the Province consider repealing the Bill which grants Ministerial authority to override lawfully established by-laws of the Halifax Regional Municipality.	2-27-2023	Warden	Immediate	Complete
153	AccessAbility Week/ that the request for funds to support activities in recognition of AccessAbility Week from May 29th – June 4th, 2023 be deferred to budget deliberations.	2-27-2023	CAO/Chief Financial Officer	Immediate	Complete
154	Administration Portuaire de Petit de Grat Grant Request/ that Council approve the Administration Portuaire de Petit De Grat grant request in the amount of \$15,000 to install water and sewer connections as eligible projects and allocated under the drinking water/wastewater categories respectively from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2-27-2023	Chief Financial Officer	Immediate	Complete
155	Bonnie Brae Seniors Club Type 4 -Grant Request/ that Council approve the Bonnie Brae Seniors Club grant request for purchasing and installing an automated external defibrillator (AED) in the amount of \$ 1,000.00 and allocated as follows: District 1: \$150.00, District 2: \$150.00, District 4: \$ 337.78, Regional Fund: \$362.22.	2-27-2023	Chief Financial Officer	Immediate	Complete
156	Private Ways By-Law # 66 -First Reading/ to amend the Private Ways By-Law #66 in order to add Section 5 Repeal and Replace, and shall read as follows: The previous version #1, dated June 28, 2021, and all other versions of the By-Law 66, Private Ways By-Law, are repealed and replaced by this by-law.	2-27-2023	Municipal Clerk	Immediate	Complete
157	Richmond Villa Board / that Council accept Robert Wambolt as the appointed community member to the Richmond Villa Board.	2-27-2023	Municipal Clerk	Immediate	Complete

158	Spring 2023 Heavy Collection/ that Council accept the recommendation from the Director of Public Works to issue a tender for collection services for the 2023 Spring Heavy Collection.	2-27-2023	Director of Public Works	Immediate	Complete
159	Bras d'Or Lakes Collaborative Environmental Planning / that the CEIP request for financial support for the Etuaptmumk (Two-Eyed Seeing) Conference being held in October 2023 be deferred to budget deliberations.	2-27-2023	Chief Financial Officer	Immediate	Complete
160	Special Event By-Law/ that Council move the Special Event By-Law to the adoption process as presented with amendments to section 8.5, adding item iii for school based events and to section 6.3c adding, unless exempted through section 8.1.	2-27-2023	CAO/Municipal Clerk	Immediate	Complete
161	Public Participation Program Regarding Engagement with Abutting Municipalities / that Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the Eastern District Planning Commission report dated February 14, 2023.	2-27-2023	CAO/Municipal Clerk	Immediate	Complete
162	Canada Community Building Fund Discussion (Gas Tax)/ It was the consensus of the Committee to defer non-profit organizations discussion to a future meeting.	2-27-2023	CAO / CFO	Immediate	In Progress
163	Canada Community Building Fund Discussion (Gas Tax)/ that staff produce a draft policy for the use of the Canada Community-Building Fund by the Village Commission.	2-27-2023/ 03/27/2023	CAO/Staff	Immediate	Complete
164	Comfort Center & Emergency Shelter Policy/ The Committee unanimously agreed that have staff prepare a second draft to include a section on Municipal responsibilities to be presented at a future meeting.	2-27-2023	CAO/Steve Marcellus	Immediate	Complete
165	Eastern District Planning Commission Appointments and Positions of the District Planning Staff / Council to approve the following EDPC Commission staff appointments and the positions for 2023-2024, effective April 1, 2023 as follows: Building Inspectors: Harry Martell, André Samson and Sean Donovan -Alternates: David MacKenzie, Johnathan Martin and Luke Ross- Special Constable: Sean Donovan and Johnathan Martin - Development Officer: Andrew Jones -Alternates: John Bain; Wanda Ryan; Dawn Sutherland; Kristen Knudskov and Mikayla Tait - Fire Inspectors: Harry Martell and André Samson -Alternates: Sean Donovan, David MacKenzie, Jonathan Martin and Luke Ross - Dangerous or Unightly Premises - Administrators: Jonathan Martin and John Bain- Alternates: Luke Ross, Harry Martell and André Samson Special Constable: Sean Donovan and Jonathan Martin	3-13-2023	Municipal Council/ Mun. Clerk	Immediate	Complete

166	Autism Acceptance Month Flag Raising /Council to have staff organize the Autism Acceptance Month flag raising and proclamation ceremony on April 3rd, 2023, and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	Complete
167	Gaelic Nova Scotia Month Flag Raising / Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	Complete
168	Purple Day for Epilepsy Awareness / that the proclamation be accepted to proclaim that March 26, 2023 be "Purple Day", in an effort to raise awareness of epilepsy in Canada.	3-13-2023	Municipal Clerk	Immediate	Complete
169	Grant Request from Raising the Villages Cooperative Ltd. for the Type 4 – Regional/Health/General Grant Funds in the amount of \$5,000./ that the Raising the Villages Cooperative Ltd. grant request in the amount of \$ 3,000 for the purpose of supporting the costs of communications and network development, be approved and allocated as follows: \$150 from District 1, \$350 from District 2, \$1,000 from District 5 and \$ 1,500 from the Type 4 General Fund.	3-13-2023	CFO	Immediate	Complete
170	Constituent/ Question Period / Develop a service standard for responding to public inquires.	3-13-2023	CAO / Municipal Clerk	Immediate	Complete
171	Constituent/ Question Period / To post EDPC public meetings on the Municipal schedule of meeting calendar.	3-13-2023	Municipal Clerk	Immediate	Complete
172	Constituent/ Question Period / Create an Appeal Process for Land Development	3-13-2023	n/a	Immediate	Complete
173	Constituent/ Question Period Inquiry , Re Property Tax Sale: If there is a lean on a property and the County accepts less than what is owing, is the remainder put out as a lean on the property owner?	3-13-2023	CFO, Revenue Manager	Immediate	Complete
174	Constituent/ Question Period Inquiry , Re: Property Tax Sale: If the Municipality gets excess money for a property that is sold at a tax sale can the property owner ask for the difference between what is owed and what was received by the County?	3-13-2023	CFO, Revenue Manager	Immediate	Complete
175	Cape Breton Fiddlers Association, Re: Proposal for Richmond County/ Provide the association with the grant application forms and provide assistance as needed with the application process.	3-13-2023	CFO/ Recreation Manager	Immediate	Complete

176	<p>Point Tupper Industrial Zones / that Council accept the recommendation of the Planning Advisory / Heritage Committee to accept the recommendation from the Eastern District Planning Commission to approve the proposed amendments to the West Richmond Plan Area Municipal Strategy and Land Use By-law to allow:</p> <p>a) The creation of a new Heavy Industrial Restricted (1-4) zone which allows a limited number of industrial uses including Green Energy Facilities subject to special provisions specifically designed to address the protection of the Landrie Lake Water Supply Area;</p> <p>b) A concurrent rezoning of portion of the property identified by PID 7511767 from the Light Industrial (I-1) Zone to the new 1-4 Zone;</p> <p>c) The addition of Green Energy Facilities as permitted use within the Watershed Protection Periphery (W-2) Zone subject to special provisions;</p> <p>d) The addition of Green Energy Facilities as permitted use within the Heavy Industrial (1-3) Zone subject to existing zone provisions;</p> <p>e) The addition of rezoning Policy for the new Heavy Industrial Restricted (1-4) Zone;</p> <p>f) The addition of a definition of “ Green Energy Facility/Facilities” in the Land Use By-law and;</p> <p>g) Removal of single unit dwellings as permitted use within the Heavy Industrial (1-4) Zone;</p> <p>and FURTHER MOVE that Council give first reading and set a public hearing date.</p>	3/21/2023	CAO	Immediate	Complete
177	<p>Land Use By-Law Summary Offence Tickets / that Council accept the recommendation of the Planning Advisory/ Heritage Committee to approve the Eastern District Planning Commission appointment of staff as Special Constables for Land Use By-law enforcement for 2023-2024, effective April 1, 2023; Sean Donovan, Manager of Inspection Services and Jonathan Martin, Senior Building Official.</p>	3/21/2023	CAO/Warden	Immediate	Complete
178	<p>Welcoming Food Trucks/ to refer Food Trucks to the By-Law / Policy Committee and FURTHER MOVE that staff explore examples of how Food Trucks are welcomed in other communities.</p>	3/27/2023	CAO/Staff	Immediate	Complete
179	<p>Regional/Shared By-Law Enforcement Officer Update/ that the agenda item “Regional/Shared By-Law Enforcement Officer Update be added to the next By-Law/Policy Committee for discussion.</p>	3/27/2023	Municipal Clerk	Immediate	Complete

180	Travel for Wind Europe 2023/ that Council preapprove the Wardens travel to cover the costs to accompany the Nova Scotia Delegation on their mission to Copenhagen, including Wind Europe 2023, as per our current travel policy and FURTHER MOVE that Council support 25% of the costs for the Economic Development and Innovation Officer to attend subject to securing the additional funds required.	3/27/2023	CAO/Municipal Clerk	Immediate	Complete
181	Lyme Disease Awareness Month / that the Lyme Disease Awareness Month Proclamation be approved.	3/27/2023	Warden/Municipal Clerk	Immediate	Complete
182	No Mow May / that the Municipality support the campaign launched by Plantlife called “No Mow May” by erecting signage at Municipal sites and advertising on the Municipal Website and Facebook page	3/27/2023	CAO/Staff	Immediate	Complete
183	Multi-Use Facility Feasibility Study / have staff explore additional sources of funding opportunities and report back at the next Committee of the Whole meeting for further discussion.	3/27/2023	Director of Public Works/ Recreation Manager	Immediate	Complete
184	Marketing Levy Update / that staff contact Terry Smith from Destination Cape Breton to get clarification on 5.1, 5.1 (d), 7.6 and 8.3.	3/27/2023	CAO/Municipal Clerk	Immediate	Complete
185	Comfort Center & Emergency Shelter Policy/ that Council accept the recommendation from the By-Law/Policy Committee to adopt the Comfort Center & Emergency Shelter Policy as a Policy of the Municipality of the County of Richmond.	3/27/2023	CAO/Steve Marcellus	Immediate	Complete
186	Constituent/ Question Period / What is the appeal process for sot's? What is the process EDPC uses to issue sot's?	3/27/2023	CAO	Immediate	Complete
187	L'Ardoise Acadian Heritage Society/ that the Committee recommend to Council that the L'Ardoise Acadian Heritage Society Grant Request for Type 2- Start-up Activity Grant Funds in the amount of \$500 for the purpose of supporting the costs of equipment and supplies, be approved and allocated as follows: \$ 500.00 from District 5 Funds.	04/11/2023	CFO	Immediate	Complete
188	St. Peter's Grand River Loch Lomond Pastoral Charge / that the Committee recommend to Council that the St. Peter's Grand River Loch Lomond Pastoral Charge Grant Request for Type 4 - Regional/Health/General Grant Funds be the amount of \$3,000 for the purpose of supporting the costs of building repairs and allocate as follows: \$3,000.00 from General Grant Funds.	04/11/2023	CFO	Immediate	Complete

189	Strait Area Mutual Aid Association Grant Request / that the Committee recommend to Council to have the CAO ask the CFO if the funding request from the Strait Area Mutual Aid Association would fit the criteria for the Grant/Funding application process and FURTHER MOVE that the funding request be referred to Budget deliberations if the association does not meet the requirements.	04/11/2023	CAO/CFO	Immediate	Complete
190	RCMP Retroactive Costs / that the Committee recommend to Council to support the Federation of Canadian Municipalities resolution opposing the decision of the Federal Government to not absorb retroactive RCMP costs and FURTHER MOVE that the Warden issue a press release.	04/11/2023	Warden	Immediate	PENDING
191	Landrie Lake Water Utility Board, Re: Letter to Minister of Public Works regarding Green Hydrogen Development Support/ that the Committee recommend to Council to support the letter to the Minister of Public Works requesting that the Nova Scotia Department of Public Works work with the utility to re-establish water transfer from the Little River Reservoir to Landrie Lake.	04/11/2023	CAO/Municipal Council	Immediate	Complete
192	Meeting with Council to Discuss Shared Municipal Files /that the Committee recommend to Council to have staff organize and coordinate a meeting with the Port Hawkesbury Town Council to discuss shared files.	04/11/2023	CAO	Immediate	In Progress
193	Doug Griffiths, President & CEO, 13 Ways Inc. & Cape Breton Regional Enterprise Network Event/ that the Committee recommend to Council to have the CAO and staff pursue a community focused event with Doug Griffiths.	04/11/2023	CAO	Immediate	Complete
194	Acting Collectively Year End Report / to share the report on the Municipal website/Facebook page.	04/11/2023	Municipal Clerk	Immediate	Complete
195	Raising the Village/ Request video from Jim Mustard to share with Council/staff	04/11/2023	Municipal Clerk	Immediate	Complete
196	Fire Services/ TOR and Committee Structure / inquire with Staff (EMO) regarding how to move to a more structured committee and provide assistance where needed.	04/11/2023	CAO/EMO	Immediate	In Progress
197	CAO, Re: 2023/2024 Budget Planning Discussion/ to have meetings set up similar to last year and to provide Council with dates as soon as they are made available.	04/11/2023	CAO	Immediate	Complete
198	Budget Release Policy - that staff prepare a 2nd draft with the recommendations from the By-Law/Policy committee.	04/11/2023	CAO/Municipal Clerk	Immediate	Complete
199	Storm Reporting Form - The Committee unanimously agreed that the form would be used for post storm reporting and that the data collected will need to be tracked	04/11/2023	EMO	Immediate	Complete

200	Regional/Shared By-Law Enforcement Officer - provide the other participating Municipalities our top three by-laws for the purpose of enforcement: Animal, Noise and Special Event By-Laws	04/11/2023	CAO	Immediate	Complete
201	Fences Arbitration Committee/ that the By-Law Policy Committee recommend to Council to form a Fences Arbitration Committee.	04/11/2023	CAO/Municipal Clerk	Immediate	Complete
202	Food Truck/Vending By-Law / that staff provide the first draft for a future By-Law /Policy meeting.	04/11/2023	CAO / Municipal Clerk	Immediate	In Progress
203	Clean Up Order / that Council accept the recommendation from the Eastern District Planning Commission that the 30 day Clean Up order be upheld to remove everything that renders the property dangerous or unsightly as outlined and FURTHER MOVE that the 30 day starts from April 24, 2023.	4/24/2023	CAO/Municipal Clerk	Immediate	Complete
204	Flag Policy / to refer the Municipal Flag Policy to the By-Law/Policy Committee for revisions.	4/24/2023	CAO / Municipal Clerk	Immediate	In Progress
205	Arichat Pedestrian Side Walk/ that Council not proceed with the Arichat Pedestrian Sidewalk this season and FURTHER MOVE to defer the Arichat Pedestrian Sidewalk project to budget deliberations.	4/24/2023	CFO	Immediate	Complete
206	2023/24 Cost Shared Road Upgrades J-Class Roads/ that Council enter into the cost shared paving agreement with the Province for Marchand Land for the 2023/24 fiscal year at the estimated Municipal portion of approximately \$43,000 net of HST rebate.	4/24/2023	Director of Public Works	Immediate	Complete
207	Point Michaud Beach Building/ that Council pre approve an additional \$28, 100 from CCBF funds in the 2023/24 budget in order to cover the costs of the new Point Michaud beach building.	4/24/2023	Director of Public Works	Immediate	Complete
208	Riverdale Senior Club / that Council have staff contact the Riverdale Senior Club to provide information on the Grant Application Process for requesting funds.	4/24/2023	Municipal Clerk	Immediate	Complete
209	Recreation Vehicles / that the Planning Advisory / Heritage Committee recommend to Council to approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as seasonal main dwellings or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompany definitions; and to remove the requirement of have coverings for all windows to reduce light pollution and FURTHER MOVE that Council give first reading and schedule a Public Hearing.	4/25/2023	CAO / Municipal Clerk	Immediate	Complete
210	Heritage Plaques/ that the Planning Advisory/Heritage Committee recommend to Council to purchase 9 inch x 5 inch bronze plaque, and FURTHER MOVE to defer discussion to budget deliberations.	4/25/2023	CAO / Municipal Clerk	Immediate	Complete

211	Budget Release Policy / that the Committee recommend to Council to adopt the Budget Release Policy with the following changes: In Section 4 (a) remove the wording “ cost increases” to “changes”, remove Section 5(a), remove Section 3 and renumber the document accordingly.	05/08/2023	CAO, Municipal Clerk	Immediate	Complete
212	Marketing Levy / The Committee unanimously agreed to have staff reach out to Terry Smith and suggest a word change for Section 7 (e), to replace the word “Municipality” with “resides on Cape Breton Island”.	05/08/2023	CAO, Municipal Clerk	Immediate	Complete
213	CCBF Policy / The Committee unanimously agreed to have staff prepare a third draft to include the Committee recommendations and to provide the supporting information used to formulate the percentages for funding amounts for the next By-Law/Policy Committee.	05/08/2023	CAO, CFO	Immediate	Complete
214	National Accessibility Awareness / that the Committee recommend to Council to have staff raise the Accessibility Flag for National Accessibility Awareness week, from May 29th – June 3rd.	05/08/2023	Director of Public Works, Municipal Clerk	Immediate	Complete
215	Tax Sale / that Council accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property numbers 00366722, 10534461, and 10534471 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	05/08/2023	CFO	Immediate	Complete
216	River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds request / that the Committee recommend to Council to defer the grant request from the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1500 to the June Committee of the Whole meeting.	05/08/2023	Municipal Clerk	Immediate	Complete
217	Cape Breton Fiddlers Association / to defer the grant request to the June Committee of the Whole meeting and to have staff reach out to the proponent to gather information regarding what events are taking place in Richmond County	05/08/2023	CAO, Municipal Clerk	Immediate	Complete
218	VON Week / that the Committee recommend to Council to support the request from VON to celebrate VON Week by using blue lights on the Municipal Office building, request, from VON, a Victorian Order of Nurses for Canada (VON) flag and further make every effort to recognize VON week from May 21-27, 2023 on the Municipal Website and local media.	05/08/2023	Director of Public Works/Municipal Clerk	Immediate	Complete
219	Richmond Wildlife Association / that the Committee recommend to Council to approve the grant request from the Richmond Wildlife Association for the Type 3 – C1 Physical Activity Grant Funds in the amount of \$172.50 and be allocated at follows:\$ 172.50 from the District 2 funds.	05/08/2023	CFO	Immediate	Complete

220	Louisdale Fleur de Lis Seniors & Pensioners Club / that the Committee recommend to Council to approve the grant request from the Louisdale Fleur de Lis Seniors & Pensioners Club for the Type 3 – C3 Sponsorship Grant Funds in the amount of \$500.00 and be allocated at follows: \$500.00 from the Regional General funds.	05/08/2023	CFO	Immediate	Complete
221	Sidewalk Project / The Committee unanimously agreed to defer the Arichat Pedestrian Sidewalk Project to budget discussions.	05/08/2023	CAO, CFO	Immediate	Complete
222	Mawio'mi Friendship Gala Sponsorship Opportunities / the Committee unanimously agreed to purchase the \$600.00 Friends of Mawio'mi sponsorship level.	05/08/2023	CAO, Municipal Clerk	Immediate	Complete
223	Pondville Beach / Council to draft a letter with input from the Save the Beach Provincial Park Group to the MLA and the Minister to address the infrastructure needs of the Pondville Beach Provincial Park.	05/08/2023	Warden	Immediate	Complete
224	Broadband/ contact Bell to get some pricing on a Broadband/Cell Tower for the Loch Lomond area and report back to Council with an estimate of pricing so they could decide whether they want to add it to the 5 Year Capital Investment Plan.	05/15/2023	CAO	Immediate	Complete
225	Collaborative Session/ that Council approve the requested amount of up to \$5,000 to provide catering for the June 23rd Richmond County Collaborative Session with Dough Griffiths.	5/23/2023	CAO/CFO	Immediate	Complete
226	NSCC HEO Lease/ that Council approve in principle to have a 5 year lease with an appropriate out clause granted to the Nova Scotia Community College Strait Area Campus and FURTHER MOVE to refer the matter to Port Hawkesbury and the Joint Park Commission.	5/23/2023	CAO/CFO	Immediate	Complete
227	Three year share agreement- Jclass road/ that Council defer to June 1, 2023 Special Meeting	5/23/2023	CAO	Immediate	Complete
228	Hanging Flower Baskets/ that Council approve the request from Telile Community Television to place and care for hanging flower baskets on the lampposts that line the Arichat sidewalk conditional on staff approval.	5/23/2023	CAO/ Director of Public Works	Immediate	Complete
229	Question Period Procedure / that Council defer the discussion to the June COW Meeting	5/23/2023	Municipal Clerk	Immediate	Complete
230	Arichat Pedestrian Side Walk/ that Council defer a decision to June 1, 2023 Special Meeting	5/23/2023	Municipal Clerk	Immediate	Complete
231	NSFM Policing Survey / that Council defer to staff to coordinate a response from Council and the Police Advisory Board.	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
232	CCBF Policy Section 4 (a) / to have staff provide the By-Law / Policy Committee with a staff report for data on 8% and 10% allocation for the next meeting.	5/23/2023	CAO/CFO	Immediate	Complete
233	CCBF Policy Section 4 (f) / to reword as follows: The Municipality will contribute to a maximum of 50% of the total CCBF eligible project costs net of any other external funding , from the allocated account for water and sewer projects and with no percentage limits on other projects.	5/23/2023	CAO/ Municipal Clerk	Immediate	Complete

234	Marketing Levy, 3rd Draft - Question for Terry Smith from Council regarding Section 7 e: Why do we need to specify the geography?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
235	Question Period - questions from the public regarding the proposed changes to the Isle Madame Municipal Planning Strategy and Land use By-law. (1) Whether or not the policy change for Isle Madame is in keeping with the norms in other areas of the province? (2) What substantiates a mini campground and is it based on any size of lot as the old by-law would apply to any land owner?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
236	CCBF Policy moved to adoption process	06/06/2023	Municipal Clerk	Immediate	Complete
237	Marketing Levy moved to the adoption process	06/06/2023	CAO / Municipal Clerk	Immediate	Complete
238	Food Cycle Science, Municipal Food Waste Pilot Project - that Council refer to staff for further investigation.	06/12/2023	CAO	Immediate	Complete
239	Acting Collectively - send email to Councillors with information on the Council Recruitment Campaign..	06/12/2023	Municipal Clerk	Immediate	Complete
240	Waste Receptacles - that Council refer the topic of Waste Receptacles for further discussions to the By-law / Policy Committee	06/12/2023	CAO / Municipal Clerk	Immediate	In Progress
241	Arichat Community Development Grant Extension - that the Committee recommend to Council to approve the Arichat Community Development Association grant request extension for an additional year, to March 31, 2024	06/12/2023	CFO	Immediate	Complete
242	IMVFD - that Council have staff draft a letter outlining the limitations on private property and to provide information on who may be contacted.	06/12/2023	CAO	Immediate	Complete
243	Louisdale & Area Food Bank - that Council approve the grant request from the Louisdale & Area Food Bank Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated from the Regional Fund.	06/12/2023	CFO	Immediate	Complete
244	River Bourgeois Community Services Society - that Council have staff reach out to the proponent for further information on the designated funds and defer to June Council.	06/12/2023	CFO	Immediate	Complete
245	Re-Nest - that Council approve the grant request from the Re-Nest Furniture Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 600 and be allocated from the Regional Fund.	06/12/2023	CFO	Immediate	Complete
246	Re-Nest - reach out to the organization how we can help promote them.	06/12/2023	Municipal Clerk	Immediate	Complete
247	Little Harbour Comm. Pasture - that Council approve the grant request from the Little Harbour Community Pasture for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$2000 from District 5 and \$3000 from the Regional Fund.	06/12/2023	CFO	Immediate	Complete
248	Strait Mutual Aid - that Council have staff reach out to the proponent to gather more information on what other Municipalities have granted funding and FURTHER MOVE that Council have the Emergency Services Coordinator provide a staff report for the next meeting.	06/12/2023	CFO	Immediate	Complete

249	River Bourgeois Mariner Society - that Council approve the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1000 and be allocated as follows: \$500 from District 4 and \$500 from the Regional Fund.	06/12/2023	CFO	Immediate	Complete
250	Cape Breton Fiddlers Association - that Council approve the Cape Breton Fiddlers Association for the Type 4 – Regional/Health/General Grant Funds in the amount of \$ 2000 and be allocated from the Regional Fund.	06/12/2023	CFO	Immediate	Complete
251	Question Period - that Council refer the revision of the procedures for question period to the Warden and CAO.	06/12/2023	CAO / Warden	Immediate	Complete
252	World Elder Abuse Day - provide information on social media.	06/12/2023	Municipal Clerk	Immediate	Complete
253	CSAP & Arichat Side Walk Project Update - that Council have staff proceed with exploring options for the exit side paving and report back to Council.	06/12/2023	Director of Public Works	Immediate	Complete
254	Strait Area Chamber Housing - that Council support, in principle, the Strait Area Chamber of Commerce formation of a not-for-profit entity with the mandate to create and execute a housing action plan for Richmond County and the Town of Port Hawkesbury and FURTHER MOVE that staff arrange a joint council meeting in the fall.	6/26/2023	CAO	Immediate	Complete
255	Provincial Capital Assistance Program (PCAP) - that Council support an application to the Province's PCAP for the purpose of the Arichat and Evanston water towers.	6/26/2023	Director of Public Works/CAO	Immediate	Complete
256	IMV Food Bank - that staff work with the society to bring awareness to the searching of a permanent location.	6/26/2023	CAO	Immediate	Complete
257	Loch Lomond Volunteer Fire Department - that Council approve the LLVFD Type 1 - Infrastructure Grant Request in the amount of \$5000 and be allocated as follows: \$1000 from District 5 Funds and \$4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
258	River Bourgeois Community Service Society - that Council approve the RBCSS Type 4 Regional/Health/General Grant Funds in the amount of \$5000 and be allocated as follows: \$1000 from District 4 Funds and \$ 4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
259	Strait Area Mutual Aid Association - that Council approve the SAMAA Type 1 - Infrastructure Grant Funds in the amount of \$5000 and be allocated as follows: \$5000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
260	Supporting Affordable Housing - that Council have staff explore what other Municipal units are doing to support affordable housing and report back to Council.	6/26/2023	CAO	Immediate	In Progress

261	Council Chamber Upgrades - Moved by Councillor Michael Diggdon, seconded by Councillor Melanie Sampson that Council proceed with the Mastercontrol Proposal in the amount of \$51,200.00 plus hst to upgrade the Council Chamber video/audio production system and FURTHER MOVE that the funds be allocated from the Capital Reserve. Motion carried with four in favor and one against.	8/21/2023	CAO / CFO	Immediate	In Progress
262	Cape Breton Partnership - Moved by Councillor Shawn Samson, seconded by Councillor Michael Diggdon that Council approve the requested amount of up to \$1,500 to sponsor the Cape Breton Partnership Investor Summit. Motion carried.	8/21/2023	CAO / CFO	Immediate	complete
263	Active Living Strategy and Recreation Plan - that the Committee of the Whole recommend to Council to defer the decision to adoption the Active Living Strategy and Recreation Plan to the next regular council meeting.	09/11/2023	CAO / Municipal Clerk	Immediate	Complete
264	Two Eyed Seeing Conference - that the Committee of the Whole recommend to Council to defer the decision of sponsorship for the Two Eyed Seeing Conference to the next regular council meeting.	09/11/2023	CAO / Municipal Clerk	Immediate	Complete
265	MEMAC - Committee Appointment - that the Committee of the Whole recommend to Council that Councillor Melanie Sampson and Warden Amanda Mombourquette be appointed to the Municipal Emergency Management Advisory Committee.	09/11/2023	CAO / Municipal Clerk	After adoption of COW Report.	Complete
266	MEMPC - Committee Appointment - that the Committee of the Whole recommend to Council that Councillor Michael Diggdon and Councillor Shawn Samson be appointed to the Municipal Emergency Management Planning Committee.	09/11/2023	CAO / Municipal Clerk	After adoption of COW Report.	Complete
267	Fences Arbitration Committee Appointment - that the Committee of the Whole recommend to Council that Deputy Warden Brent Sampson be appointed to the Fences Arbitration Committee.	09/11/2023	CAO / Municipal Clerk	After adoption of COW Report.	Complete
268	Health Information Magnets - that the Committee of the Whole recommend to Council to have staff investigate whether other Municipalities and Emergency Health Services have programs for Health Information Magnets or similar currently in place and report back to Council.	09/11/2023	EMO/Fire Services Coordinator	Future Council meeting.	In Progress
269	Cost-Shared Road Paving J-Class - The Committee of the Whole unanimously agreed to defer the discussion on selecting J-Class Roads for the application for cost-shared paving to the next Regular Council meeting.	09/11/2023	CAO / Municipal Clerk	Immediate	Complete

270	Voluntary Vulnerable Person Registry - that the Committee of the Whole recommend to Council to support the resolution for a Province wide Voluntary Vulnerable Person Registry and FURTHER MOVE to defer the reading of the resolution to the next Regular Council meeting.	09/11/2023	CAO / Municipal Clerk	Immediate	Complete
271	Fetal Alcohol Spectrum Disorder - that the Committee of the Whole recommend to Council to support the request to declare the month of September as Fetal Alcohol Spectrum Disorder (FASD) Awareness Month and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	09/11/2023	CAO / Municipal Clerk	Immediate	Complete
272	Right To Know Week - that the Committee of the Whole recommend to Council to support the request to declare September 25 to October 1, 2023 as Right to Know Week and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	09/11/2023	CAO / Municipal Clerk	Immediate	Complete
273	Food Cycle Science, Municipal Food Waste Pilot Project - The Committee of the Whole unanimously agreed to accept the Food Cycle Science - Municipal Pilot Program as information only and defer the discussion to budget time.	09/11/2023	CAO/CFO	After adoption of COW Report.	Complete
274	Question Period - Claire Doyle - Isle Madame Garden Club/ Will the Municipality help the community deal with the woodland angelica invasive weed?	09/11/2023	CAO / Municipal Clerk	For next COW meeting.	Complete
275	Road Name Change - that the Planning Advisory/Heritage committee recommend to Council to have the EDPC provide guidance on the process of renaming the existing road names of Cannes Pt. Rd and Cannes Pt. Extension to Canns Pt Rd and Canns Pt Extension Rd. Road Name Change - that Council accept the recommendation from the Planning Advisory/Heritage Committee to change the road name of Cannes Point Road Extension to Canns Point Road Extension(omitting the e) and FURTHER MOVE that Council recommend to the province to change the road name of Cannes Point Road to Canns Point Road (omitting the e).	09/26/2023 - 01-31-2024	Municipal Clerk	Immediate	In Progress
276	Wind Turbine Overlay Mapping - that Council give second reading approval for the amendments to the Richmond County Municipal Planning Strategy and Land Use By-law addressing the Development of Wind Energy to allow the creation of the Utility Scale Wind Development (WD-2) Zone which permits Utility Scale Wind Turbines as of right subject to special requirements and the rezoning map in Schedule A. (attached)	09/26/2023	Municipal clerk	For next Reg Council meeting	Complete
277	RCMP Advisory Board By-Law - that Council give first reading approval for the RCMP Advisory Board By-Law.	09/26/2023	Municipal clerk	Immediate	Complete
278	Recreation Vehicles - that Council give First Reading approval for the proposed amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as a seasonal main dwelling or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompanying definitions and schedule a public hearing.	09/26/2023	Municipal clerk	Immediate	Complete

279	DNRR / ACOA Project Proposal - that Council approve the project proposal for the staff position of Energy Transition Manager and pay the share at \$25,000.00 per year over the next three years and FURTHER MOVE that the 2023 payment be allocated from the unused portion of the IT Technician salary from April 1- Oct 1 and future contributions shall be budgeted and assigned in ongoing budgets over the next two years.	09/26/2023	CAO / CFO	Immediate	Complete
280	Application for Cost-Shared J-Class Road Paving - that Council submit the following application to the Province for cost-shared paving of J-class roads in order of priority as follows: Lobster Plant Road, Sampson Road, Kings Road, and Forgeron Road.	09/26/2023	Director of Public Works	Immediate	Complete
281	Active Living Strategy and Recreation Plan - that Council approve the Active Living Strategy and Recreation Plan as presented by Upland REConsulting Group.	09/26/2023	Recreation Manager	Immediate	Complete
282	CEPI Conference Sponsorship Opportunity - that Council refer the CEPI Conference sponsorship opportunity to staff and FURTHER MOVE that staff provide a recommendation for the next Committee of the Whole meeting.	09/26/2023	CFO	Immediate	Complete
283	FASD Proclamation- that Council support the Fetal Alcohol Spectrum Disorder (FASD) Awareness Month proclamation	09/26/2023	Municipal clerk	Immediate	complete
284	Right to Know Week Proclamation - that Council support the Right to Know Week proclamation.	09/26/2023	Municipal clerk	Immediate	Complete
285	VVPR Resolution - that Council approve the resolution and forward it to the Nova Scotia Federation of Municipalities	09/26/2023	Municipal clerk	Immediate	Complete
286	Speed Radar Unit - that Council refer the Speed Radar Unit discussion to the By-law and Policy Committee.	09/26/2023	Municipal clerk	Immediate	Complete
287	Speed Radar Unit - Council unanimously agreed to recommend to staff that the speed radar unit located in West Arichat be moved to the Northside area and to place the currently unused unit along Hwy 206 in the Arichat area.	09/26/2023	Director of Public Works	Immediate	Complete
288	Question Period / - Class Road List - Provide Lisa Boudreau list via email.	09/26/2023	Municipal clerk	Immediate	Complete
289	Question Period / Financial Health Index Report - Provide Robbie Fougere with the report	09/26/2023	Municipal clerk	Immediate	Complete
290	Question Period / Grant Disclosures for 2022-2023 - Check to ensure local paper publication.	09/26/2023	Municipal clerk	Immediate	Complete
291	Acting Collectively Project / Council to provide the Acting Collectively project team direction on what the best options are for presenting the Richmond County project findings.	10/10/2023	Warden	Immediate	PENDING
292	Zone 3 Curbside Collection Tender /that Council accept the recommendation from the Committee of the Whole to authorize staff to EXCEED BUDGET IN ORDER TO proceed with award of the Zone 3 curbside tender to the lowest priced bidder.	10/10/2023	Director of Public Works	Immediate	Complete

293	New Rules for Off-Highway Vehicles / that Council accept the recommendation from the Committee of the Whole to have staff begin looking into the next steps for the Municipality to develop a plan of action and FURTHER MOVE that staff reach out the ATV Association of Nova Scotia, and place the New Rules for Off-Highway Vehicles on the agenda for discussion at the next Police Advisory board meeting.	10/10/2023	Recreation Department	Immediate	Complete
294	Bell Alliant to Appear before Council / that Council accept the recommendation from the Committee of the Whole to have staff invite a Bell Aliant representative to appear before Council at a future date to discuss the lack of coverage throughout many areas of the county.	10/10/2023	CAO	Immediate	In Progress
295	NSUARB Order / that Council accept the recommendation from the Committee of the Whole to have the Warden draft a press release regarding the Nova Scotia Utility Review Board Order, confirming the number of Councillors and polling districts.	10/10/2023	Warden	Immediate	Complete
296	Wastewater Management District Funds / that Council accept the recommendation from the Committee of the Whole to have staff explore the feasibility and sustainability of perusing the Wastewater Management District funding program and report back to council	10/10/2023	CAO	Immediate	In Progress
297	Deer Population / to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.	10/10/2023	CAO	Immediate	In Progress
298	Municipality of the County of Richmond Organizational Chart / that Council accept the recommendation from the Committee of the Whole to adjust the organizational chart as presented including the position classifications.	10/10/2023	CAO	Immediate	Complete
299	Purchasing and Tendering Policy - that council refer the Purchasing and Tendering Policy to the By-Law/Policy Committee for review.	10/23/2023	Municipal Clerk	Immediate	In Progress
300	Travel and Expense Policy / That the amendments to the Travel and Expense Policy be adopted.	10/23/2023	Municipal Clerk	Immediate	Complete
301	Grant Disclosure Policy - that the Grant Disclosure Policy be adopted as a policy of the Municipality of the County of Richmond.	10/23/2024	Municipal Clerk	Immediate	Complete
302	Bras d'Or Lakes CEPI grant application / that Council approve the Bras d'Or Lakes CEPI grant application for the Type 4 - Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$500 District 1, \$500 District 2, \$500 District 3, \$500 District 4, \$3000 Regional Grant Funds.	10/23/2025	CFO	Immediate	Complete

303	SERMGAR Legislation-Bill 340 / that the Warden draft a letter on behalf of Richmond Municipal Council with clear restrictions that Council supports bill 340 as a path to achieve what was consulted on with the membership; specifically, that the Roads Stream B proposal regarding transfer of ownership of roads to municipalities be moved to Schedule A for further discussion.	10/23/2026	Warden	Immediate	Complete
304	Calvin Presbyterian Church Grant Request / that the Committee of the Whole recommend to Council to approve the Calvin Presbyterian Church Grant Application for the Type 1- Infrastructure Grant Funds in the amount of \$1,000 and be fully allocated from the District 5 Funds.	11/06/2023	CFO	Immediate	Complete
305	Hearts Ability Society Wreaths Fundraiser / The committee unanimously agreed to refer the request from the Hearts Ability Society to Staff	11/06/2023	CAO	Immediate	Complete
306	Destination Cape Breton MOU / that the Committee of the Whole recommend to Council to approve the MOU among the five Cape Breton Island municipalities and Destination Cape Breton.	11/06/2023	CAO	Immediate	Complete
307	Municipal Housing Needs Report / create an article and upload the document on Municipal website and create a fb post	11/06/2023	Municipal Clerk	Immediate	Complete
308	Municipality of the County of Richmond Planning Strategy and Land Use By-Law / that Council give First Reading approval for the Municipality of the County of Richmond Planning Strategy and Land Use By-Law and FURTHER MOVE to have staff schedule a public hearing.	11/20/2023	Municipal Clerk	Immediate	In Progress
309	École Beau Port Sidewalk/Driveway Project and Additional Accessibility Projects at Various Municipal Owned Facilities / that Council supports the submission of applications for the École Beau Port Municipal Office Sidewalk Extension Project and the Accessibility Municipal Facility Upgrades Project, prioritized in order, for funding consideration under Municipal Capital Growth Program.	11/20/2023	Director of Public Works	Immediate	Complete
310	Affordable Housing Project, SRD International Limited / staff to provide an update for the December 18, 2023	12/07/2023	CAO	Immediate	Complete
311	Extended Producer Responsibility (EPR) for Packaging, Paper Products / that the Committee of the Whole recommend to Council to support the recommendation from staff to register for the new industry-led EPR for PPP program.	12/07/2023	Director of Public Works	Immediate	Complete

312	Grant request from the Isle Madame Food Bank (Stella Maris Pastoral Unit) for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,000-\$2,000./ that the Committee of the Whole recommend to Council to approve the grant request from the Isle Madame Food Bank (Stella Maris Pastoral Unit) for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,500 and be allocated as follows: \$750 from the District 1 funds, and \$750 from the District 2 funds.	12/07/2023	CFO	Immediate	Complete
313	Question Period - Claire Doyle - Seniors Take Action Coalition, Re: Volunerable Person Registry	12/07/2023	Warden	Immediate	Complete
314	Sale of Property PID 750144654 / AAN 01525956 - Council accept the recommendation from the Committee of the Whole to accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property number 01525956 at the February 9th, 2024 tax sale for the minimum acceptable bid(s) as discussed "In camera".	12/19/2023	CFO	Immediate	Complete
315	Member at Large/ By-Law Policy Committee - to accept Stacey Morrison as the appointed community member to the By-Law/Policy Committee.	12/19/2023	Municipal Clerk	Immediate	Complete
316	Gilles Subdivision, St. Peter's - that Council approves the quit deed as presented.	12/19/2024	CAO	Immediate	Complete
317	Purchase of PID 75220756 / that the Committee of the Whole recommend to Council to authorize staff to negotiate and execute the purchase of PID 75220756 as discussed in camera.	01-31-2024	Director of Public Works	Immediate	In Progress
318	Engage NS Quality of Live Survey / It was the consensus of the Committee to defer Engage to budget discussions.	01-15-2024	CFO	Immediate	In Progress
319	Low Income Tax Exemption / that the Committee of the Whole recommend to Council to have staff investigate the cost of such a program at multiple income levels and relief levels and refer the information collected to budget discussions.	01-31-2024	CAO	Immediate	In Progress
320	Coastal Riders ATV group request for a letter of authorization / that the Committee of the Whole recommend to Council to refer the Coastal Riders ATV group request for a letter of authorization for trail access along municipal property to staff to investigate on an optimum access route.	01-31-2024	CAO	Immediate	In Progress
321	2024 Municipal Elections Voting Method/ that the Committee of the Whole recommend to Council to use paper ballots for the 2024 Municipal Election.	01-31-2024	Municipal Clerk	Immediate	Complete
322	Appointment of Returning Officer / that Committee of the Whole recommend to Council to delegate its powers of appointment for a returning officer for the 2024 Municipal Election to the Chief Administrative Officer as per section 4 (1C) of the Municipal Elections Act .	01-31-2024	CAO	Immediate	Complete

323	Advance Poll Day / that the Committee of the Whole recommend to Council to set the one other fixed advance poll day for or Saturday October 12th, 2024.	01-31-2024	Municipal Clerk	Immediate	Complete
324	Enumeration or use of lists or permanent register / that the Committee of the Whole recommend to Council to proceed with option (c) use any permanent register of electors established and maintained for use in the federal or provincial election, if more recent than option (b) use the list of electors prepared in the most recent federal or provincial election or in an election held pursuant to Municipal Elections Act and FUTHER MOVE that staff investigate whether or not the complete list is used in its form or can be revised by staff for accuracy.	01-31-2024	CAO	Immediate	Complete
325	Tariff Fees and Expenses /that the Committee of the whole recommend to Council to delegate its authority to the Chief Administrative Officer, Per section 139 (1A) of the Municipal Elections Act, to make, revise and amend the tariff of fees and expenses and provide for a method of rendering and verifying accounts for payment relating to the 2024 Municipal Election.	01-31-2024	CAO	Immediate	Complete
326	Raising the Village Grant Request / that the Committee of the Whole recommend to Council to approve the Raising the Villages Cooperative Ltd. grant application for the Type 4 – Regional/Health/General Grant Funds in the amount of \$2,500 and be allocated from the Regional Funds.	01-31-2024	CFO	Immediate	Complete
327	Village of St. Peter's Guarantee / that the Committee of the Whole recommend to Council to approve a loan guarantee in the amount of not more than \$185,000 for the purpose of the Village to conduct lift station upgrades and WWTP electrical upgrades.	01-31-2024	CFO	Immediate	Complete
328	ECRL request for additional rent / that the Committee of the Whole recommend to Council to approve the allocate funds to support rental fees for the relocation of the ECRL Petit de Grat Library for a period of up to two months during which time the renovations take place in February 2024.	01-31-2024	Director of Community Development and Recreation	Immediate	Complete
329	Richmond County Water Utility-Water Rate Study / that the Richmond County Water Utility Water Rate Study be placed on the agenda for the next Committee of the Whole meeting for further discussion.	01-31-2024	Municipal Clerk	Immediate	Complete
330	Request to Purchase PID 75142133 / Moved by Council/ that Council accept the recommendation from the Planning Advisory / Heritage Committee to proceed with the process of the sale of PID 75142133, ensuring proper procedures are followed.	01-31-2024	CFO / Revenue Manager	Immediate	In Progress
331	Land/Legal Document from In camera session / that Council accept the recommendation from the Planning Advisory / Heritage Committee that the document discussed in-camera be presented in-camera at the next Committee of the Whole meeting.	01-31-2024	Municipal Clerk	Immediate	Complete

332	Bona Road and Bona Lane in L'Ardoise/ that Council have the EMO/Fire Services Coordinator investigate if the naming of Bona Road and Bona Lane in L'Ardoise has been an issue with Emergency Health Services and FURTHER MOVE if a road name change required that a staff report be prepared for the Planning/Advisory Committee.	01-31-2024	EMO/Fire Services Coorindator	Immediate	Complete
333	Contract Negotiations / that Council accept the proposal from Conseil scolaire acadien provincial (CSAP) for the side walk project as discussed in camera and FURTHER MOVE to enter into partnership with CSAP.	02-26-2024	Director of Public Works	Immediate	In Progress
334	Request for Proposals for the Purchase and Use of 19 School Road, Evanston, NS, PID 75221366,75035865 / that Council accept the recommendation from the Committee of the Whole to proceed, as discussed in camera, with the Request for Proposals for the purchase and use of 19 School Rd., Evanston, NS, PID # 75221366, 75035865.	02-26-2024	CAO	Immediate	In Progress
335	Richmond Water Utility Water Rate Study/ that Council accept the recommendation from the Committee of the Whole that the Municipality of the County of Richmond apply to the Nova Scotia Utility and Review Board for changes in its rates for water and water service, fire protection to the municipality of the county of Richmond and changes to its rules and regulations for customers served by the Municipality of the County of Richmond water utility, as set out in the water rate study prepared by G.A. Isenor Consulting Limited in association with Blaine s. Rooney Consulting Limited.	02-26-2024	Director of Public Works	Immediate	In Progress
336	Voluntary Vulnerable Persons Registry/ Moved by Deputy Warden Shawn Samson, seconded by Councillor Brent Sampson that Council accept the recommendation from the Committee of the Whole to refer the Voluntary Vulnerable Persons Registry to the Municipal Emergency Management (MEM) Advisory Committee as an action item.	02-26-2024	EMO / Fire Services Coordinator	Immediate	In Progress
337	Speed Radar Request for Information / that Council accept the recommendation from the Committee of the Whole to approve the request for access to data from speed radar signs in Richmond County and FURTHER MOVE that staff provide Sgt. Brad Kelly with the requested information.	02-26-2024	Director of Public Works	Immediate	Complete
338	Planning Advisory/Heritage Committee / that Council accept the recommendation from the Committee of the Whole to appoint Warden Mombourquette and Councillor Michael Diggdon as members of the Planning Advisory/Heritage Committee effective immediately and FURTHER MOVE that the committee terms of reference be updated accordingly.	02-26-2024	Municipal Clerk	Immediate	Complete
339	Grants Policy / that the Grants Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	Complete
340	Sale of Municipal Property Policy / that the Sale of Municipal Property Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	complete

341	Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units. / Sampson that Council give first reading approval for the Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units and FURTHER MOVE that staff schedule a public hearing.	02-26-2024	Municipal Clerk	Immediate	Complete
342	Amyloidosis Awareness Month Proclamation / that Council approve the request to proclaim the month of March as Amyloidosis Awareness Month in the Municipality of the County of Richmond County.	02-26-2024	Municipal Clerk	Immediate	Complete
343	Mary Beth Doucette, Co-Chair CEPI Management Committee, Re: Request for the continued financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan. / that Council defer the request for financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan to budget discussions.	02-26-2024	CFO	Immediate	In Progress
344	Question Period - Regular Council, Re: Port Royal Bridge / that Council have the Warden draft a letter to Trevor Boudreau, MLA and the Honourable Kim Masland regarding the removal of the Port Royal Bridge.	02-26-2024	Warden	Immediate	Complete
345	RCLN Funding Request / that Council accept the recommendation from the Committee of the Whole to approve the RCLN funding request for the Type 4-Regional/Health/General Grant in the amount of \$1,000.00 and be allocated as follows: District 4 Funds: \$500.00 and District 5 Funds: \$500.00. April 8 2024-that the Committee of the Whole recommend to Council to amend the previously adopted motion made on March 11th, 2024 for the Richmond County Literacy Network Type 4-Regional/Health/General Grant request and adjusted to the amount to the original ask to \$2600 and FURTHER MOVE that the funds be allocated from the 2023/2024 budget as follows: District 1 Funds: \$500.00, District 3 Funds: \$600.00, District 4 Funds: \$1000.00, and District 5 Funds: \$500.00.	03-25-2024	CFO	Immediate	In Progress
346	Isle Madame Garden Club Funding Request / that Council accept the recommendation from the Committee of the Whole to approve the Isle Madame Garden Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 4500.00 and be allocated as follows: District 1 Fund: \$1500.00, District 2 Fund: \$1500.00, and Regional Fund \$1500.00.	03-25-2024	CFO	Immediate	In Progress
347	New Horizons Seniors Club Funding Request / to approve the Isle Madame New Horizons Seniors Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 5000.00 and be allocated as follows: District 1 Funds: \$1750.00, District 2 Funds: \$1750.00, Regional Fund: \$1500, and FURTHER MOVE, that if there is a short fall, the remaining funds are to be allocated from the Regional Fund.	03-25-2024	CFO	Immediate	In Progress

348	Request for Tax Reduction due to Fire-Micheline Landry/ that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 003320456 owned by Micheline Landry, which was completely destroyed by fire, in the amount of \$762.72, which represents taxes on the dwelling only from April 27, 2023, to March 31, 2024.	03-25-2024	CFO, Revenue Manager	Immediate	In Progress
349	EDPC Revised Appointments effective April 1 2024/ that Council accept the recommendation from the Committee of the Whole to approve the following Eastern District Planning Commission revised appointments, effective April 1, 2024	03-25-2024	CAO	Immediate	Complete
350	Purple Day Proclamation Request/ that Council accept the recommendation from the Committee of the Whole to proclaim March 26th, 2024, as Purple Day to help raise awareness and show support for all those living with epilepsy.	03-25-2024	Municipal Clerk	Immediate	Complete
351	Operation Veterans Build / that Council accept the recommendation from the Committee of the Whole to refer the Operation Veterans Build to staff to explore the opportunity to support the program.	03-25-2024	Director of Community Development and Recreation	Immediate	Complete
352	Central Richmond Secondary Plan and LUBL / that Council give second reading approval to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units.	03-25-2024	Municipal Clerk	Immediate	Complete
353	Sale of Municipal Property – Undersized Lot Adjacent to Property Owner, PID # 75112144 / that Council declare property PID #75122144 as surplus and FURTHER MOVE that staff proceed with the sale of the undersized lot to the adjacent property owner, R & L Rentals, at the appraised fair market value plus HST and migration costs	03-25-2024	CFO, Revenue Manager	Immediate	In Progress
354	Richmond Arena Refrigerant Purchase / that Council support the staff recommendation to purchase the available refrigerant and FURTHER MOVE to proceed with the purchase on or after April 1, 2024, in advance of budget approval.	03-25-2024	Director of Public Works	Immediate	Complete
355	Autism Acceptance Month Flag Raising Request/ that Council have staff organize the Autism Acceptance Month flag raising and proclamation ceremony for a date in April, and FURTHER MOVE that staff advertise an invitation to residents in local media.	03-25-2024	Municipal Clerk	Immediate	Complete
356	Land-Legal / Open Tender Competition PID # 75142133/ that Council to accept the recommendation from staff to sell property PID# 142133 to the highest bidder as a result of the open tender competition.	04-22-2024	CFO, Revenue Manager	Immediate	Complete
357	Personnel / Additional Professional Finance Services / that Council to empower the CAO to engage additional professional financial services and to include such costs in the 2024/25 budget.	04-22-2024	CAO	Immediate	In Progress
358	Municipal Growth Framework / that Council support the Municipal Growth Framework resolution.	04-22-2024	Municipal Clerk	Immediate	In Progress
359	2024 Heavy Collection / that Council proceed with the 2024 Heavy Collection at an estimated cost of \$160,000 with the funds to be allocated in the 2024/25 budget.	04-22-2024	Director of Public Works	Immediate	Complete
360	Village of St. Peter's Gurantee / that Council provide a guarantee for the Village of St. Peter's for the purpose of borrowing to convert their balloon payment into a new 5-year debenture in the amount of \$497,300.00.	04-22-2024	CFO	Immediate	Complete

361	RB Mariners Society / that the Committee of the Whole recommend to Council to approve the grant request from the River Bourgeois Mariner Society for the Type 4-Regional/Health/General Grant Fund in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds, subject to assessment by staff as to the project's eligibility.	04-22-2024	CFO	Immediate	In Progress
362	Gaelic Awareness Month / that the Committee of the Whole recommend to Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to members of the public in local media.	04-22-2024	Municipal Clerk	Immediate	Complete
363	Richmond Education Center/Academy / to Council to defer the request to contribute to the Richmond Education Center/Academy Bursary/Scholarship fund to budget discussions.	04-22-2024	CFO	Immediate	In Progress
364	Tourism Nova Scotia Emerging Destinations Program / that Council have staff connect with Cindy Walker to explore the program to see if there are opportunities to participate.	04-22-2024	Department of Community Development and Recreation	Immediate	Complete
365	Access Awareness Week / that MOCR host a flag raising and proclamation event on May 27.	04-22-2024	Department of Community Development and Recreation	Immediate	In Progress
366	Appointment of Auditors / that Council appoint Grant Thornton as auditors for the March 31, 2024 fiscal year end.	04-22-2024	CAO, CFO	Immediate	Complete
367	Financial Statements Year Ended March 31, 2023 / that Council accept the financial statements with the non-substantive amendments as presented.	04-22-2024	CAO, CFO, Warde, DW	Immediate	Complete
368	Variance Notification Procedures / that Council have staff review the Land Use By-Laws to determine if an extension on the time frame for appeals can be extended from 14 to 21 days and FURTHER MOVE to prepare amending pages.	04-22-2024	Municipal Clerk	Immediate	In Progress
369	Richmond County Subdivision By-Law / tha Council have staff prepare amending pages to the Richmond County Subdivision By-Law for the purpose of removing the term "clearly survey" and further clarify that the use of an easement (new or existing) will require a survey.	04-22-2024	Municipal Clerk	Immediate	In Progress
370	Buidling Permits and Fees / that Council have staff amend By-Law 61- Building Permits and Fees for the purpose of updating the fee structure as presented by the Eastern District Planning Commission.	04-22-2024	Municipal Clerk	Immediate	In Progress
371	Dry Hydrant Installation / that Council review the submission from the St. Peter's Volunteer Fire Department for the approval of \$5000 for the installation of their dry hydrant at the next Committee of the Whole with our Emergency Service Coordinator.	04-22-2024	EMO/Fire Services Coorindator	Immediate	In Progress
372	Fire Service Review Document / that Council review the 2019 Fire Service Review and recommendations submitted by Goudreault Associates at the next Committee of the Whole with our Emergency Service Coordinator.	04-22-2024	EMO/Fire Services Coorindator	Immediate	In Progress
373	Lyme Disease Awareness Month / that the Lyme Disease Awareness Month Proclamation be approved.	04-22-2024	Municipal Clerk	Immediate	Complete