

Committee of the Whole Meeting

Monday, June 10th, 2024

In Camera Session, Richmond Room, 5:30 pm, Items 1,2
Recess, Council Chambers, 6:00 pm, By-Law / Policy Meeting, Item 3
Regular Session, Council Chambers, 7:00 pm, Items 4-17
Council Chambers

AGENDA

1. **Call to Order**
2. **In Camera**
 - a) Land/Legal
 - b) Personnel
3. **Recess**
4. **Items Added / Approval of Agenda**
5. **Review of Minutes**
 - a) [May 13th, 2024](#)
6. **Presentation**
 - a) [Terry Smith, Destination Cape Breton, Re: Destination Cape Breton's 2024-27 Strategy](#)
 - b) [Tyler Mattheis, Cape Breton Partnership, Aileen Murray, Mello Murray Consulting, Re: Forward.Together](#)
 - c) [Tommy Samson, Louisdale Lions Club, Re: Project 2024](#)
7. **New Business**
 - a) [Share the Road Project](#)
8. **Warden, Re:**
 - a) [Review of Warden's Council Report](#)
9. **CAO, Re:**
 - a) [Administration Operations Report](#)
10. **[Community Acknowledgements](#)**
11. **Correspondence**
 - a) **Action Required**
 - i. [Jim Davis, Interim CFO, Re: River Bourgeois Mariner Society for the Type 4 – Regional /Health/General Grant Funds in the amount of \\$1,500](#)
 - ii. [Jeremy Carroll, Brela Homes, Re: Request for financial support for building permitting fees](#)

- iii. [Anne Leavitt, Board Chair, Isle Madame Historical Society, Re: Request to proclaim the week of September 23-28Th as Robert Bouchard and Cornelia Boucher Week](#)

b) For Information Only

- i. [Eastern Zone Community Health Board Team, Re: Connecting the Dots to Poverty – School Food Infographic](#)
- ii. [Martin Thomsen, Manager of Energy Sector Development, Re: World Hydrogen Summit 2024 Briefing Note](#)
- iii. [2021-22 Municipal Profile and Financial Conditions Indicator Report \(Final Report\)](#)

12. Unfinished Business

- a) [River Bourgeois Community Services grant request for the Type 3 - Recreation Sponsorship Grant Funds in the amount of \\$500](#)
- b) [Richmond River Root Richmond River Roots Market Green Society grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \\$9,200](#)
- c) [Lennox Place Limited Permitting Fees](#)

13. Review of Cheques Issued Re:

- a) [May 2024](#)

14. Review of Action Items

- a) [Action Items](#)

15. Items Added to the Agenda

16. 15 Minute Question Period - (902) 226-9885

(Not Restricted to Items on the Agenda)

17. Adjournment

Question Period Details

Phone in number – (902) 226-9885

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

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

No person speaking during Question Period shall:

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

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



Committee of the Whole Meeting

May 13th, 2024

Location: Council Chambers

Present: Warden Amanda Mombourquette, Deputy Warden Shawn Samson, Councillor Brent Sampson, Councillor Melanie Sampson, Councillor Michael Diggdon

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

Regrets: Jim Davis, Interim Chief Financial Officer

Call to Order

The Chair called the meeting to order at 6:15 p.m.

“In Camera” Session, Richmond Room

Moved by Councillor Melanie Sampson, seconded by Deputy Warden Shawn Samson that the meeting move to an “In-Camera” session at 6:15 p.m.
Motion carried.

- a) Contract Negotiations
- b) Personnel

Moved by Councillor Melanie Sampson, seconded by Councillor Brent Sampson that the meeting revert to “Regular” session at 6:52 p.m.
Motion carried.

The Warden reconvened regular session at 7:00pm in Council Chambers.

Items Added to the Agenda (Approval of Agenda)

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

- Dry Hydrants, Item #14 (a)
- Award of Tender- MOCR 2024036 Former West Richmond Education Centre/Walter Fougere School, Item to be placed after the review of the minutes

Committee of the Whole Meeting Minutes / 05-13-2024



Moved by Councillor Micheal Diggdon, seconded by Councillor Melanie Sampson that the agenda be approved with the additional items.
Motion carried.

Review of Minutes, April 08th, 2024, Committee of the Whole

Moved by Councillor Brent Sampson, seconded by Deputy Warden Shawn Samson that the minutes of April 08th, 2024, Committee of the Whole be approved.
Motion carried.

Award of Tender - MOCR 2024036- Former West Richmond Education Centre/Walter Fougere School

For information only.

Presentations

- a) Gina MacDonald, Cape Breton South Recruiting for Health
Gina MacDonald presented the Richmond County presentation in person.
- b) Lesa McHugh, Re-Nest Furniture Society
Lesla McHugh presented the Re-Nest Furniture Society presentation in person.

New Business

- a) No Mow May
It was the consensus of the Committee of the Whole to recommend to Council to observe 'No Mow May' as a standing practice, however, staff are authorized to mow, when it is deemed necessary, at the Department of Public Work's discretion.

Warden, Re:

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

Councillor Michael Diggdon, Re:

- a) Roaming Farm Animals Issue

Moved by Councillor Micheal Diggdon, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to refer the discussion to the Bylaw / Policy Committee.

Motion carried.



Councillor Melanie Sampson, Re:

a) Street Light Policy

Moved by Councillor Melanie Sampson, seconded by Councillor Micheal Diggdon, that the Committee of the Whole recommend to Council to refer the Street Light policy to the Bylaw and Policy Committee for review.

Motion carried.

Councillor Brent Sampson, Re:

a) NSFM Conference
For information only

CAO, Re:

a) Administration Operations Report
For information only.

Community Acknowledgements

For information purposes.

Correspondence

a) **Action Required**

- i. Glenda Kipp, Manager of Home and Community Care, Re: Request to participate in VON Week.

Moved by Councillor Brent Sampon, seconded by Councillor Micheal Diggdon that the Committee of the Whole recommend to Council Whole to approve the VON Proclamation.

Motion carried.

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.

Moved by Deputy Warden Shawn Samson, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to approve the raising of the VON flag during VON Week, May 19-25, 2024.

Motion carried.

It was the consensus of the Committee of the Whole to have staff make the arrangements to light up the Municipal Building in blue and make every effort to recognize VON week on social media.

- ii. Jim Davis, Interim CFO, Re: Richmond River Roots Market Green Society grant request for the Type 4- Regional/Health/General Grant Funds of \$9,200.

It was the consensus of the Committee of the Whole to defer the Richmond River Roots Market Green Society grant request for the Type 4- Regional/Health/General Grant Funds in the amount of \$9,200 to the next Council meeting following Grants and Contributions budget discussions.

- iii. Aline and Michael Langdon, Re: Roaming farm animals.
The office of the CAO will provide correspondence to Aline and Michael Langdon.



b) For Information Only

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

Unfinished Business

a) EMO/Fire Services Coordinator

- i. St. Peter's Volunteer Fire Department Dry Hydrant Installation
Move by Councillor Brent Sampon, seconded by Councillor Melanie Sampson that the Committee of the Whole recommend to Council to approve the funding of five thousand dollars for the installation of the dry fire hydrant.
Motion carried with four (4) in favor and one (1) opposed.

Moved by Councillor Brent Sampon, seconded by Councillor Michael Diggdon that the Committee of the Whole recommend to Council to refer the Dry Fire Hydrant Policy to By-Law/Policy Committee and the Fire Service Protection Committee for review.
Motion carried.
- ii. Provincial Department of Emergency Management.
For information only

Review of Cheques Issued Re:

- a) April 2024
For information only.

Review of Action Items

- b) Action Items
For information only.



Items Added to the Agenda

- a) Dry Hydrants
For information only.

15 Minute Question Period - (902) 226-9885

Paul Sheers approached Council.

Adjournment

There being no further business, the Chair adjourned the meeting at 8:37 p.m.

Municipal Clerk

Chairperson

Cape Breton Island

your heart will never leave.



Destination Cape Breton Strategy



Marketing Levy Update

- 3% rate applied to all fixed-roof accommodations came into effect January 1, 2024
- New reporting platform – CheckIn Analytics
- Amendment to Provincial legislation requires all platforms to collect and remit levies to municipalities
- Levy education position being established

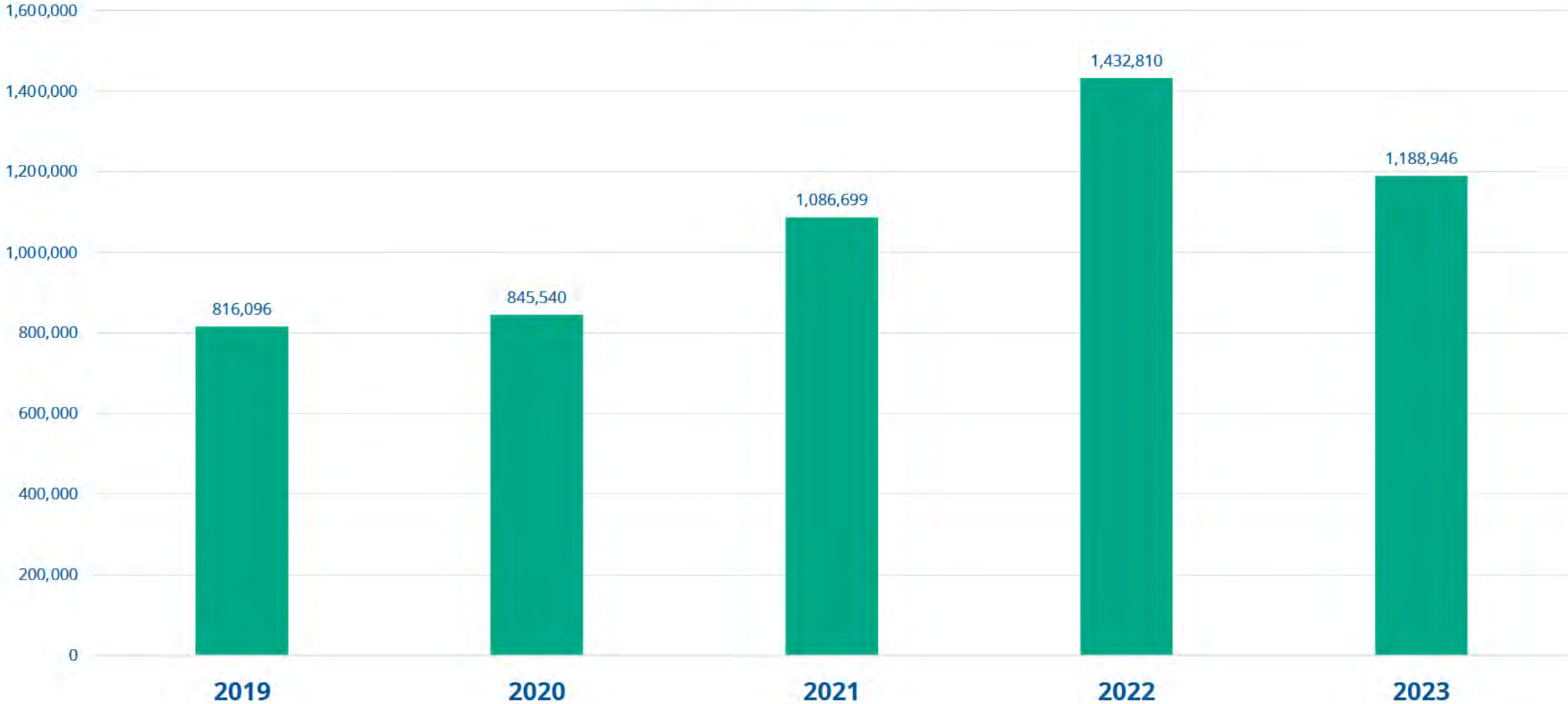


2023 Results

Move Up - Press ctrl and home keys

visitcapebreton.com Sessions

Five-year Trend, 2019-23



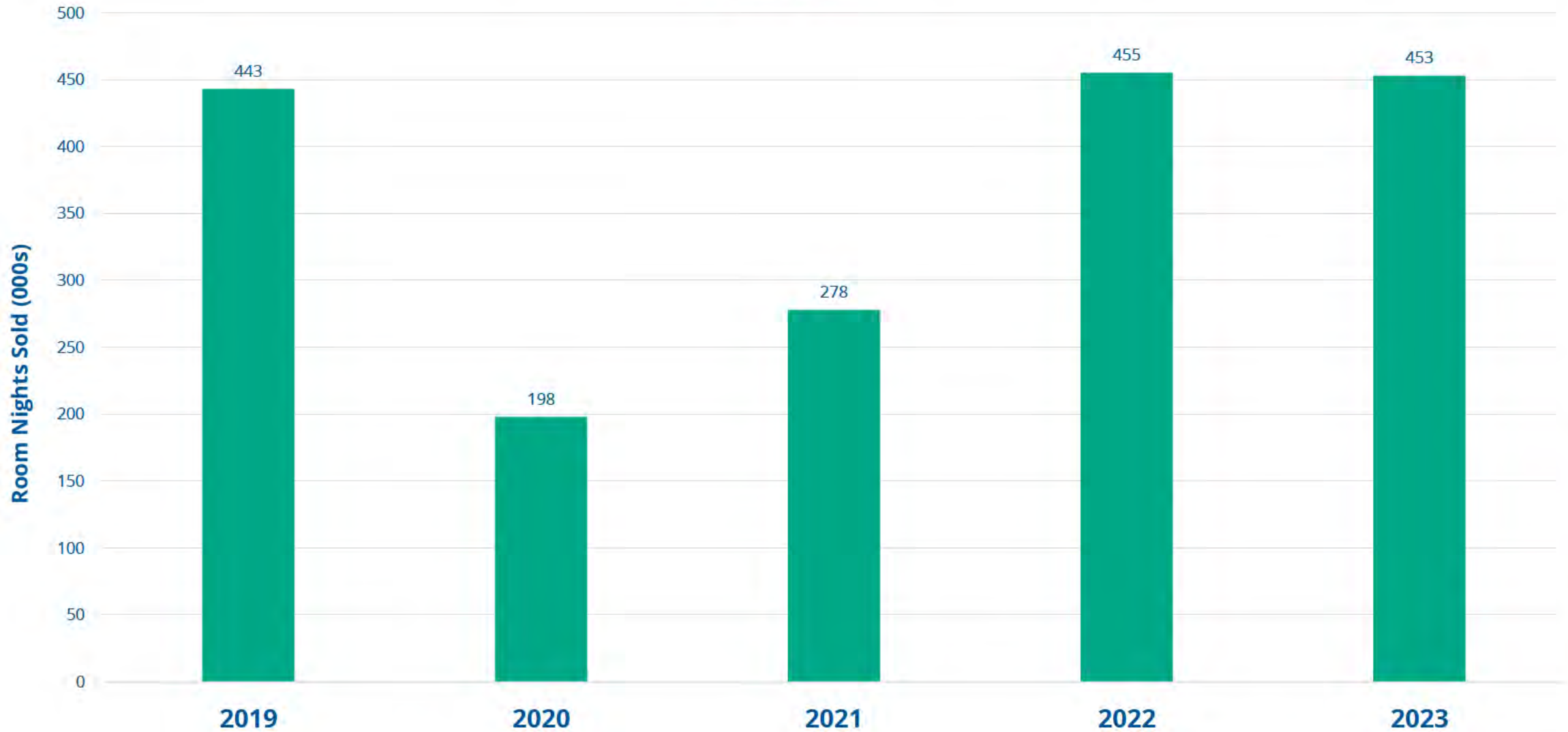
Source: Google Analytics

Sessions were down 17%, but clicks to operator websites were up 120%

Move Up = Press ctrl and home keys

Registered Room Nights Sold

2019-23



Source: Tourism Nova Scotia

Room nights sold were down 1%, but tourism spending was up 14%

Move Up = Press ctrl and home keys





Economic Forecast

Economic Growth Projections

	2024	2025	2026
Canada	0.5%	1.5%	2%
US	1.5%	1.7%	2%

- *TD Economics*

Strong economic headwinds from inflation and higher interest rates will continue to impact disposable incomes in 2024.

- *Destination Canada*

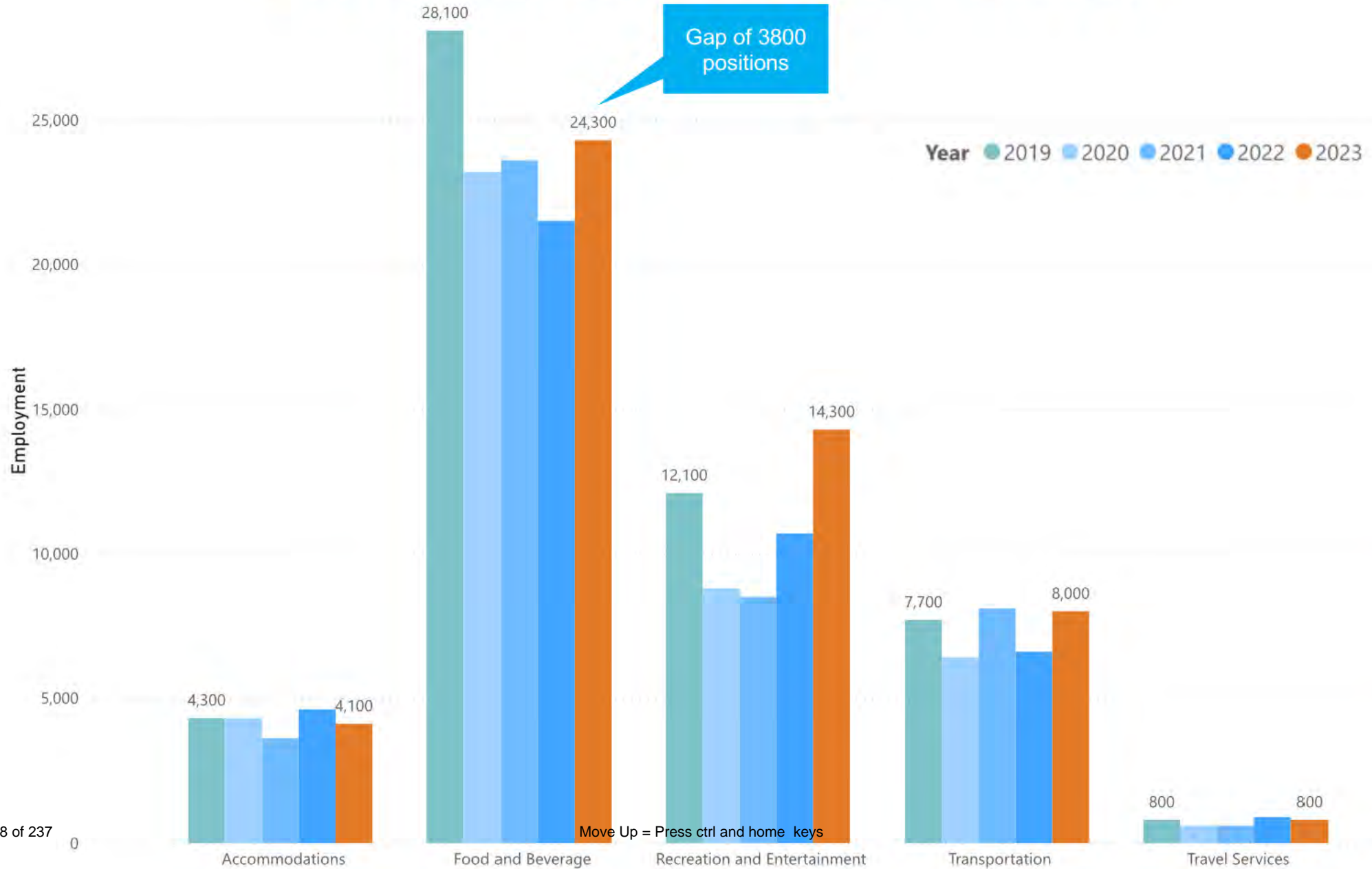
The Travel Context



Digital
Automation

Human
Touch

Tourism Employment in Nova Scotia





Strategy Highlights

Move Up = Press ctrl and home keys



Visitor Economy Future Growth

Extend Length of Stay

Extending the average length of stay from 4.4 days to 5.4 days = \$125 M

Growing Year-round Tourism

Increasing tourism between November and April by 12% = \$70 M

Attracting High-value Visitors

Increasing the average visitor spend by 10% = \$58 M

– *Unama’ki-Cape Breton Island Economic Impact Assessment for the Tourism Industry: KPMG*



Goals

1. Enhance the brand as a bucket-list destination and one of the top islands in the world
2. Responsibly grow visitation, with emphasis on shoulder and winter seasons
3. Increase average length of stay by one day
4. Increase average visitor spend by 10%
5. Elevate the quality of the visitor experience
6. Become recognized as a truly sustainable and inclusive destination



Enhancing the Brand

1. New campaign focused on connection with the Island, its culture and its people
2. Concierge network
3. Cape Breton Island Official Ambassador program



Growing Year-round Visitation

1. Expansion of marketing program – more advertising, more content
2. Increased events focus
3. Continue to develop winter, spring and fall – e.g Waterfall Season
4. Increase air access

Increasing Length of Stay

1. Week-long messaging
2. Focus on curating as many events around the Island as possible
3. Travel Companion mobile app





Increase the Average Spend

1. Work with communities and tourism operators to build their evening economies
2. Target more high-value guests in marketing campaigns
3. Implement booking engine into website and the Travel Companion app



Elevating the Visitor Experience

1. Work with partners to support the development and enhancement of experiences
2. Food and Beverage workforce task force
3. Grow marine tourism
4. Implement an investment attraction program

Being Sustainable and Inclusive

1. Develop and implement a Sustainable Tourism Plan
2. Work with partners to roll out equity, diversity and inclusion training initiatives



Download Strategy at destinationcapebreton.com



 Point Michaud Beach

REGIONAL ENTERPRISE NETWORK
UPDATE
Municipality of the County of Richmond
June 10th, 2024



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



Update Topics:

- Forward. Together.
- Regular Reporting and Information
- CB REN Staff Supporting Economic Development in Richmond County
- Updated Multi-Party Agreement

Forward. Together.

Economic Development & Population Growth Plan

Vision: Unama'ki – Cape Breton is a growing and prosperous region known for its vibrant, diverse, inclusive, united, and welcoming population.

Mission: To grow the economy, workforce and population of Unama'ki – Cape Breton.



Forward. Together.

Economic Development & Population Growth Plan

The Cape Breton Partnership works collaboratively with private-sector investors and community leaders and organizations representing Unama'ki – Cape Breton region, as well as the Strait of Canso (Tuiknek Samqwan), which includes portions of the traditional Mi'kma'ki districts of Piktuk and Eskikewa'kik.

Forward. Together. is for all communities, people and peoples in this broad region.

Forward. Together.

Economic Development & Population Growth Plan

This strategic plan is guided by six guiding principles:

1. Collaboration and Community: We are all in this together.
2. Relationships and Reconciliation: We are all treaty people.
3. Energy and Optimism: A better future begins with better attitudes.
4. Inclusion and Diversity: The economy works best when it works for everyone.
5. People and Environment: Our greatest assets working in harmony.
6. Innovation and Creativity: Our creative spirit is the key to our success.

Forward. Together.

Economic Development & Population Growth Plan



David Campbell, MBA
Jupia Consultants Inc.



Aileen Murray, B.Comm, Ec.D. (F)
Mellor Murray Consulting

Forward. Together.

Economic Development & Population Growth Plan

Six strategic pillars:



People

A growing population with a focus on workforce development.

OBJECTIVE

Develop and attract talent to the region aligned with workforce demand.

Forward. Together.

Economic Development & Population Growth Plan

Six strategic pillars:



Inclusion

An economy that works for everyone.

OBJECTIVE

Facilitate greater participation and economic benefit for under-represented and marginalized people.

Forward. Together.

Economic Development & Population Growth Plan

Six strategic pillars:



Reconciliation

Reconciliation through economic development partnerships.

OBJECTIVE

Work with First Nations communities to achieve their economic development goals.

Forward. Together.

Economic Development & Population Growth Plan

Six strategic pillars:



Strong Communities

Capacity to support growth throughout the region.

OBJECTIVE

Strengthen economic development, population retention and related infrastructure development at the community level.

Forward. Together.

Economic Development & Population Growth Plan

Six strategic pillars:



Entrepreneurship & Business Growth

A culture of entrepreneurship and high-quality companies.

OBJECTIVE

Foster a culture of entrepreneurship and attract and grow high quality companies in our region.

Forward. Together.

Economic Development & Population Growth Plan

Six strategic pillars:



Innovation

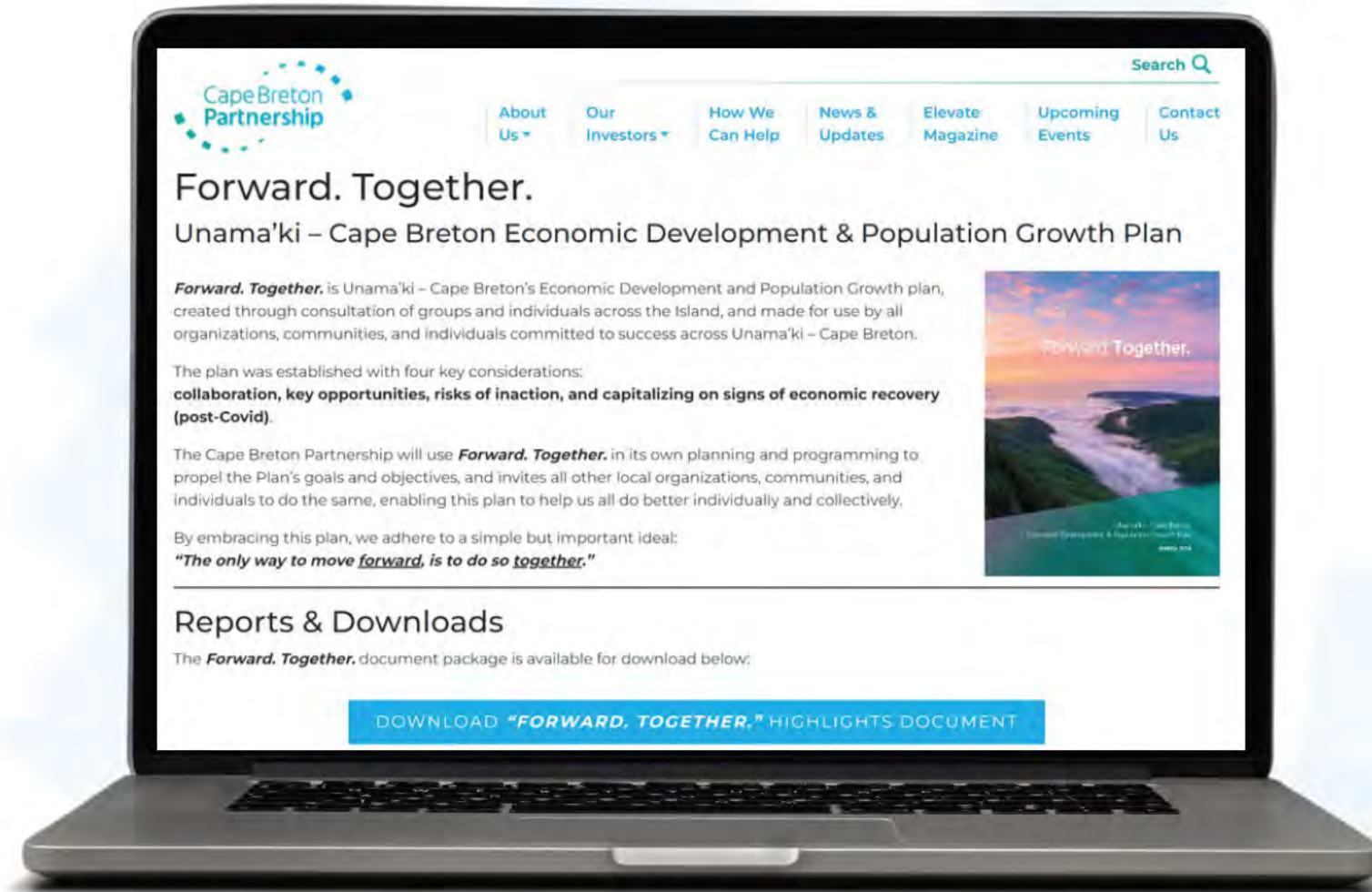
A resilient, progressive economy.

OBJECTIVE

Grow key sectors of the economy through innovation.

Forward. Together.

Economic Development & Population Growth Plan



Scan here for full plan and downloads!

www.capebretonpartnership.com/ForwardTogether

Next Steps for **Forward. Together.**



Next Steps for **Forward. Together.**

- Forward. Together. will guide CB REN Business Plans (including 2024/25)
- Presentations to Municipal Councils
- Presentations to First Nation Councils (Post - Election)
- Development and Deployment of the Implementation Workbook



Reporting and Information

- CB REN Q4 Report
- 2024-2025 CB REN Business Plan
- 2024 CB REN Annual General Meeting

Updated Multi-Party Agreement

- History
- Key Points

CB REN Staff for Richmond County

- Dedicated Economic Development Officer
- Full support staff



Business Plan, AGM, Quarterly Reporting



CB REN AGM
Scheduled for late June
/ early July - Virtual
(plus Investors Summit
this fall)



CB REN Staff for Richmond County

Dedicated Strait Area Economic Development Officer

June 17th

Primary Municipal Staff Collaborators



Troy MacCulloch
CAO



Terry Doyle
CAO



Martin Thomsen
Manager of Energy Sector Development

REN Shared Staff

(Cost Shared positions between the CB REN and other partners)

 Tara McNeil President and CEO	 Margaret White Chief Operating Officer	 Colleen MacArthur Strategic Initiatives Advisor	 Melissa MacArthur Immigration Advisor	 Parker Horton EDO, Victoria County
 Josephine Bell Minister of Communications	 Emily Ayres Communications Coordinator	 Zachary MacArthur Human Resources Advisor	 Lynn Cole Creative Economy Development Officer	 Lynne MacLennan EDO, Inverness County
 Suzanne White Financial and Legal Coordinator	 Jennifer MacArthur Green Energy Management Coordinator	 Tara McNeil Digital Marketing Specialist		

Additional Cape Breton Partnership Coordinated Support

(not funded by the CB REN, but whose roles benefit the CB REN)

 Michaela Epifano Communications & Investor Relations Coordinator	 Kailea Pedley CB LIP Program Manager	 Dani Mombourquette Immigration Engagement Coordinator	 Ocean Le Connector Program Coordinator
 Kris Kolanko NS LSI Community Navigator	 Tyler Cole CBRM EDO	 Lan Zheng CBRM EDO	 Danielle Casagrande Welcome Network Coordinator
 Ashish Joy Administrative Assistant			
 Student Researchers and Interns	 Student Researchers and Interns	 Mitacs Accelerate Program Researchers	 Works for You Program Coordinators



Updated Multi-Party Agreement for Signing

Key Points

- Accepted in Principal by the CB REN LOC on October 11th, 2023
- Better reflects the actions of the CB REN
- Explicitly Enables the future addition of new partners
 - (unanimous consent still required)
- References Forward. Together. as the strategic plan of the CB REN
- 5 year commitment, with 36 month notice required to exit
- 5% increase in 2024/25 for Richmond County, with annual cost of living increase to the contract moving forward





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



cbpartnership



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cape-breton-partnership

capebretonpartnership.com



LOUISDALE

Community

The Heart Of Richmond County



Louisdale became a “Lions community” in 1969 and have had over 500 volunteers over the last 55 years.

We have been and still are VERY ACTIVE in the community!!!



We started the Richmond Arena Project in 1969 and then we started our recreational complex in 1971 - which was the heart of our community for over 35 years.

Baseball fields, tennis courts, an outdoor pool, change rooms, washrooms, and a main facility.

A place to gather...

Our community wanted sidewalks – so we donated \$100,000



We also paid the remaining mortgage for the Boy Scouts Cedar cabin on the island in the passage.





**Our community wanted social events like
Song Circles... we made it happen...
A place for people of all ages to gather
And build community...**





Our community wanted concerts... we made them happen...



COUNTRY & FOLK MUSIC CONCERT

OCT 8 @ 7:00pm

LOUISDALE LIONS CLUB PRESENTS



TYLER SHEA
Singer / Songwriter



ISABELLA SAMSON

Singer / Songwriter
2022 Canadian Folk Music
"Young Performer of the Year"



ROBERT BOUCHARD

Country Music Singer / Songwriter
with NICK "THE PICK" BOUDREAU

8 - 10:30PM

3128 Whiteside Road or Louisdale Lions Club (fully air conditioned)

Doors open at 6:30pm and canteen services available

\$20 (Advance Tickets) or \$25 at the door

To purchase tickets contact:

Tommy Samson (902) 631-4214 , Gary Samson (902)
227-0782, or Sylvia Boudreau (902) 227-1411

For visit "Louisdale Lions" FACEBOOK page



Move Up = Press ctrl and home keys

Our community wanted outdoor concerts... we made them happen...



PRESENTED BY RICHMOND COUNTY RECREATION

CONCERTS BY THE SEA 2020

Jillian Fougere



Isabella Samson



Friday // July 17 // 6pm - 7pm
Louisdale Lions Waterfront Property

Free Admission

Please Note: Washroom facilities will not be available
Please bring your own chairs

Richmond County Recreation Presents

Concerts by the Sea

Free Admission

Wednesday, August 18
Louisdale Lions field
Rain Location: Louisdale Lions Club
6:00pm - 7:30pm

BBQ sponsored by the Louisdale Lions Club 4pm - 6pm



DYLAN SAMPSON



JILLIAN FOUGERE



CAMERON LANDRY




DARA MACDONALD

RICHMOND COUNTY RECREATION PRESENTS


Concerts By The Sea 2020

August 12 // Louisdale Lions Waterfront Property // 6 - 7pm

Reira Landry



Kenny Petitpas



Washroom facilities will not be available
Please bring your own chairs

Concerts by the Sea

Free Admission



Tia-Liamy



Jillian Fougere



Tommy & Shelly Samson

WEDNESDAY, AUGUST 3RD
LOUISDALE LION'S WATERFRONT
6:00PM-7:30PM

RICHMOND COUNTY RECREATION PRESENTS

Concerts by the Sea

Free Admission



Adam Cooke



6:30pm - 6:45pm



Trina Samson's Dance School

Wednesday, August 17th
6:00pm - 7:30pm
Louisdale Lions Waterfront
(directly across from the Co-op)



6:45pm - 7:30pm

Isabella Samson

RICHMOND COUNTY RECREATION PRESENTS

CONCERTS BY THE SEA 2021

free admission

Wednesday, August 4th
6:00pm - 7:30pm
Louisdale Lions field

RAIN LOCATION: Louisdale Lions Club

BBQ onsite 4:00pm - 6:00pm



Tommy & Shelly Samson



Lyle & Isabelle Boudreau



Kenny Petitpas



Nevaeh Martell

**Please take your own chairs **Washroom facilities are not available onsite

PRESENTED BY RICHMOND COUNTY RECREATION

CONCERTS BY THE SEA 2020

Louisdale Lions Waterfront Property // AUG 19 // 6PM- 7PM

Nevaeh Martell



Isabelle, Emily & Grace Thibeau



Tommy & Shelly Samson



Please Note: Washroom facilities will not be available
Please bring your own chairs

Richmond County Recreation Presents

Concerts by the Sea 2022

Wednesday, July 20th
Louisdale Lions Waterfront (across from the co-op)
6:00 pm - 7:30 pm

FREE ADMISSION



Jillian Fougere



Isabella Samson



Tia-Liamy

Move Up - Press all and home keys

RICHMOND COUNTY RECREATION PRESENTS

Concerts by the Sea 2021

Wednesday, July 21st
6:00pm - 7:30pm
Louisdale Lions Field

FREE ADMISSION



Brett Pierce



Keith Mullins



Isabella Samson

Our community wanted "flower beautification"... we made it happen...



**LOUISDALE LION'S CLUB**
HANGING FLOWER BASKET PROJECT

Over the past TEN (10) years the Louisdale Lions Club, through the donations of many local residents and businesses has been hanging beautiful flower baskets on lamp posts throughout our Community of Louisdale as part of their *Community Improvement Initiative*. We continue to be very appreciative and grateful for your continued generous support of all our on-going projects that help us better serve the Community of Louisdale and surrounding areas.

This year these Hanging Flower Baskets can be purchased IN MEMORY OF/ IN HONOR OF a family member /friend etc. for the price of \$30.00 and will be hung on the lamp posts in late June with the names attached to each lamp post so you will be able to see as you walk along our beautiful sidewalks.



IF YOU WISH TO PURCHASE ONE OF THESE HANGING FLOWER BASKETS PLEASE CONTACT
LIONS ROBERT GOYETCHE at 345- 2232 - 227-7079, Jim Linden 345-2890 or you may send a cheque addressed to **Louisdale Lions Club, % Robert Goyetche PO Box 751 Louisdale NS B0E1V0**







Adrian Boudreau

Just now • 🌐

Louisdale Lions is organizing a Community Clean up Friday 8th of May 9:00 AM lions building across from CO-OP Volunteers from the community would be greatly appreciated .



Our community wanted “clean up days” ... we made them happen... over 60 volunteers



We encourage & recognize volunteers of all ages...



We bring community together with BBQ's at the Waterfront property...



WE CONTINUE LEARNING AND DEVELOPING NEW SKILLS...



A screenshot of a Zoom meeting grid. The grid consists of nine tiles. The top row has three tiles: Tommy Samson (muted), Robert Goyetche (muted), and Adrian Boudreau (muted). The middle row has three tiles: da (muted), Melissa Poirier (muted), and Godfrey Marchand (muted). The bottom row has three tiles: Sara (muted), a tile with two participants (Tommy Samson and another person), and gary samson (muted). At the bottom of the screen is a Zoom control bar with icons for 'Meeting details', 'Mute', 'Unmute', 'Video off', 'Video on', and 'Raise hand'. Below the control bar, there is a text instruction: 'Move Up = Press ctrl and home keys'.



WE STARTED AN ANNUAL CHILIFEST EVENT... TO BRING BUSINESSES AND COMMUNITY TOGETHER...







We host a monthly
community breakfast that
brings community together...

Ugly Christmas Sweater Breakfast

THE FLUFFIEST, UGLIEST, FUNNIEST, AND ITCHIEST
SWEATER WILL BE CROWNED THE GOZY CHRISTMAS
CHAMPION!

November 27th 8am - 11am

FRENCH TOAST | PANCAKES
| BACON | BOLOGNA |
SAUSAGE | HASHBROWNS |
EGGS | BEANS | TOAST | TEA
| COFFEE

Adults \$13 | Children 6-12 \$10 |





More breakfast pics...



TAKE OUT AVAILABLE



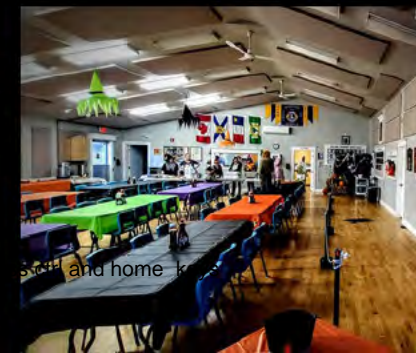
Sunday BREAKFAST

LAST SUNDAY OF EVERY MONTH
8:00 AM - 11:00 AM

FRENCH TOAST • PANCAKES • BACON • BALSALINA • SAUSAGE
HASH BROWNS • EGGS • BEANS • TOAST • JUICE • TEA • COFFEE

ADULTS \$12.00 • CHILDREN AGES 12 & 6 \$10.00 • AGE 6 & UNDER FREE

LAUSDALÉ LIONS CLUB





We promote volunteerism and participate fully in activities...



Be the change you wish to see
Be a volunteer

Up = Press ctrl and home keys

We host an "Annual Tree Lighting" event at our waterfront property in December... for families all across the county. Fireworks, Santa pics, gifts, campfire, music, jingle bell walk and the list goes on...





WE BUILD PARTNERSHIPS WITH OUR YOUTH...









We are resourceful and do not waste any opportunities... like this recycled deck for the waterfront...



More pics...





The end result...
a new life for the deck...
and another place to gather
for picnics and family time...



One step closer...



All of this happened while we also:



collected eyeglasses & C-pap machines, pop can tabs (for wheelchairs), meals on wheels service, father's day events (with annual donations of \$1500 to Strait Richmond hospital and St. Ann's Centre), helped with medical needs in the community, provided space for Cadet programming, CSJ for student employment, bursaries for high school graduates, maintain a lift chair program for seniors, fundraised for families in need, held meetings, renovated facilities, provided space for and signed a 20-year lease with the local food bank, and the list goes on...

Our community-owned waterfront property



Its current condition...



Our vision for the waterfront property



Our commitment so far...for the waterfront property



- 2022, transport and restoration of the deck from “La Cuisine Acadienne”. Estimated value - \$15,000
- 2022, donated machine time from Cart Samson and Brian Marchand to relocate the deck pieces and put in all in place.
- 2023, expenditure of almost \$50,000 completing shoreline protection... armor stone & aggregate along our shoreline to prevent erosion and protect the property.

Our commitment so far...for the waterfront property



- 2023, concept drawings for the waterfront project. All paid for by the Louisdale Lions Club.
- 2024, if funding is allocated to us... we will be donating our current facility to the Barachois Trail Association for use in trail maintenance and activities. 16ft. X 24ft with full wiring and insulation... cupboards... etc... Estimated value \$25,000.

Our new facility plans for waterfront property



Our vision for the waterfront property



- Barrier free access everywhere
- Outdoor Amphitheatre
- Historical placards – telling the history of Louisdale to the next generation & honoring Alfred Samson

- Vendor booths for local artists & artisans. Full Excavation...
- Games area for families to gather. NEW GRASS everywhere
- Lights throughout the park for increased accessibility.
- NEW facility – 2 levels, exterior washrooms, interior washrooms, full kitchen, ice-cream vending space, loft gathering space, deck on 2nd level overlooking water, etc.
- Full paved parking lot and sidewalks throughout.
- Solar panels to help minimize the ongoing expenses.

Estimated cost: 1.4 million



We already have approval from

EDPC... We just need the MONEY

Estimated cost: 1.4 million



The Louisdale Lions Club is ready ...



- We have the full support of our MLA.
- We have spoken to several members of our provincial government, and we have asked for 1.4 million dollars.
- We have forwarded our presentation to our MP- Mike Kelloway in an effort to get financial support at the federal level.
- We are now presenting to council for municipal support in the amount of \$20,000.

Estimated cost: 1.4 million



It is time for someone to lead infrastructure development in Louisdale. Many communities in Richmond County (except Louisdale) benefitted from “Municipal-lead projects” such as the community facelift project.

It is time... we are doing so much...
We need your help...

BRIEFING NOTE

Municipality of the County of Richmond

Road Trails Act – Share the Road Project

June 4, 2024

PURPOSE

The purpose of this briefing note is to update Council of the Road Trails Act, SNS 2023 that allows off-highway vehicles (OHVs) to access trails and services via designated road shoulders and roadways in Nova Scotia.

SUMMARY

Effective September 29th, 2023 the pilot project that allows OHVs to access trails and services via designated road shoulders and roadways in the province of Nova Scotia has become permanent. This does not mean that riders can ride anywhere on any road. ATVANS (All Terrain Vehicles Association of Nova Scotia) has a process to allow road travel in approved locations. A list of sites have been provided to the government and ATVANS are actively gathering additional information to have these locations approved.

Staff have been in contact with Eric Rideout, Trails Coordinator for ATVAN, to determine the role municipalities play in this process. Municipalities require a by-law to give access to municipal roads that OHVs which to access. Staff have been researching other municipal units that have this process in place to use as a resource for the enactment of a by-law.

ACTION REQUIRED

Seeking Council support to refer this matter to the By-Law Committee to develop a by-law that would permit The Municipality of the County of Richmond to designate a municipal roadway or part of a roadway as a road trail.

PREPARED BY: Shannon Mury
CONTACT PERSON: Shannon Mury
DATE: June 4, 2024

Warden's Activity Report

Council Meeting: 10-Jun-24

** Items in this report are for Review and do not include Council/Committees where all Cllrs are present.*

Issue / Organization	Type	Date
EverWind Community Liaison Committee	Meeting	15-May
Inverness County Council OSW Presentation	Meeting	16-May
NSFM Fall Conference Planning	Meeting	16-May
Cape Breton South Recruiting for Health	Meeting	16-May
Meeting re Cell Coverage in Dundee (Dundee Hills Project)	Meeting	17-May
Committee Policy Regroup	Meeting	17-May
VON Flag Raising	Event	21-May
CEPI Management Committee	Meeting	22-May
Cape Breton transition to lower carbon economy - Research	Interview	22-May
Richmond Villa	Meeting	22-May
Deputy Minister Roundtable on Immigration/Population	Meeting	23-May
Brela Homes Tour	Meeting	24-May
SAT Policy Development	Meeting	24-May
Access Awareness Week - Proclamation/Flag Raising/Awards	Event	27-May
Superport Days Planning	Meeting	28-May
Access Awareness Week - Move It Event, Arichat	Event	28-May
Imagine the Possibilities Opening (STAC)	Event	29-May
NSFM Webinar Panel - Insights In Chambers	Event	29-May
Access Awareness Week - Move It Event, St. Peter's	Event	30-May
Low Carbon Leadership Conference - Panel Planning	Meeting	30-May
NS NRR Hydrogen Sector Meeting	Meeting	30-May
Bear Head Community Liaison Committee	Meeting	30-May
Strait of Canso Infrastructure Project with WESI	Meeting	31-May
Strait Area Transit Board	Meeting	31-May
Access Awareness Week - Silent Disco	Event	01-Jun
H2O Conference	Event	03-Jun
Danish Delegation Presentation / Reception	Meeting	03-Jun
OSW Centre of Excellence Steering Committee	Meeting	04-Jun
Strait of Canso Offshore Wind Task Force Executive	Meeting	05-Jun
Strait of Canso Infrastructure Assessment Committee	Meeting	06-Jun
Dutch Delegation Presentations	Meeting	06-Jun
Atlantica Centre for Energy - Conference Panel Prep	Meeting	06-Jun
NSSC Strait Area Campus Convocation	Event	06-Jun



Memo

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

Administration

- Bylaw and Policy work continues
 - Current: Capital Improvement & Development Policy – 4th Draft, Committees Policy- 4th 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. Environmental Assessment has begun along with pipeline routing field survey work.
- 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 is in place and setup for Election 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.
- 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. Position filled by Kathleen Jeffrey. Further postings to follow to fill internal vacancies created from this move.
- Working with Brela, EDPC and Legal to finalize Purchase Sale Agreement for former West Richmond School.

Energy Sector Development

- Strait of Canso Sustainable Infrastructure Strategy – The consultants, WESI, has finalized jurisdictional scan and the main elements of desk-based research. They are also deep into stakeholder engagement and will finalize this element by mid-June. Methodology for engagement has been a mixture of in-person and online interviews with different stakeholders in the Strait. Findings and recommendations will be written into report format over the Summer. Project is on track and is expected to be finalized 31 August, by which point the Manager of Energy Sector Development is tasked with actioning the strategy's recommendations.

- Offshore Wind Centre of Excellence – The consultants, AECOM, has finalized jurisdictional scan and is preparing for stakeholder engagement activities in June and July. They are planning to hold four ‘digital roundtables’ week of 10 June (industry, government, academia, and Indigenous), with in-person site visits and meetings in the weeks of 17 June and 24 June. Another visit at some point in July is also likely. Focus is on engaging organizations and facilities in the three areas of the Province most likely to see the majority of OSW activity: HRM, Strait of Canso and Sydney. Project is on track and is expected to be finalized 30 September, by which point the Manager of Energy Sector Development is tasked with actioning the strategy’s recommendations as they relate to the Strait of Canso.
- Hiring of Manager of Energy Sector Development – Martin Thomsen commenced in the role on April 01, 2024 on a secondment from the Cape Breton Partnership. This is a fixed-term contract until 31 December, 2026. Martin Thomsen will oversee consultants on the two pieces of strategy work mentioned above and is tasked with helping to bring those strategies to fruition as well as performing general economic development and business support activities as they relate to the energy sector. To this end, he joined a Canada Delegation to the World Hydrogen Summit in Rotterdam in May along with representatives from the Town of Port Hawkesbury, Cape Breton Partnership, DNRR, Invest Nova Scotia, ACOA, as well as local businesses such as Bear Head Energy and EverWind Fuels. Objectives for this mission were to understand the European offtake market and production, global trends, industry requirements, and to develop partnerships with the organizations in the wider Canada delegation.

Information Technology (IT)

- The Municipal E-mail system has now been operating on the MS365 tenant for several weeks. No major issues have been experienced. Minor issues are being corrected as they arise. Tenancy infrastructure is continually managed across the various tenant sections such as Exchange, Defender, Intune, etc. The old Notes server has been kept online for historical use. Migration testing of historical data has shown the process to be expensive and potentially not worth the benefits but is still being reviewed. General maintenance and upgrades to the existing IT infrastructure is ongoing.
- Chamber Upgrades: DThomas Trenn from Youngmonkeys is planning on finishing up their remaining work in the Chambers the second week of June. He has suggested we purchase 4-5 more microphones for the system as backups as the current ones utilized are no longer manufactured and may not be available later. This proposal will be brought up with administration during his visit.

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 remain. – 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 - **ongoing.**
- 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 **- completed**
- 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 **– ongoing**

- Looking at supplemental public alerting programs and what lines us up with our neighboring counties – Ongoing, receiving a presentation on April 8th – Voyent Alerting – ongoing
- Looking at the Provincial exercise with NSEMO – May 29-30, 2024 – in planning stages for participation – Completed - well done exercise testing various agencies across the province
- Community group presentation – Seniors preparedness – New Horizon’s Centre – June 2nd, 2024 – completed well attended
- FPSC quarterly meeting – June 26th - working on draft policy for - fire department registration process and dry hydrants - ongoing
- 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 - completed
- 2024/2025 budget items – Submitted/Complete
- Municipal Emergency Plan revision – ongoing

Department of Community Development and Recreation

- Construction of the Recreation Building 100% completed
- Multi Use Feasibility Study Engagement Plan
 - Upcoming: Council did not approve funding to complete further engagement, waiting for an update on the next steps from the consultants
- Online Interactive Map will be completed by EDPC
 - Additional information has been provided to EDPC, waiting on update
- Recreation Summer program(s) planning is underway, the paper copies will be delivered by the end of June and the online version will be available mid-June.
- 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 to assist with the required upgrades has been approved and upgrades have resumed.
- 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>
- Access Awareness Week May 28 to June 3, 2024 activities are complete. Richmond hosted 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.
- May 2024 Volunteer of the Month is Robert Goyetche , District 3
- Summer staff have been selected

Department of Finance

- The financial statements for 2022 23 are complete and have been approved.
- Ongoing work is being carried out on the 2023/2024 fiscal year end and our audit will begin on June 10, 2024.
- The Draft Budget 2024/2025 is prepared and meetings to discuss the Draft are scheduled for this week.
- Our next tax sale is scheduled for August 23, 2024.
- 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. Tender closed – award pending budget approval.
- 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.~~ took place May 29. Responding to undertakings from the Board with decision expected some time this summer.
- 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

- Superport Days – June 27-28th

Upcoming Meetings

- June 12, 2024 – Police Advisory Board Meeting
- June 24, 2024 – Regular Council Meeting

May Volunteer of the Month

Robert Goyetche

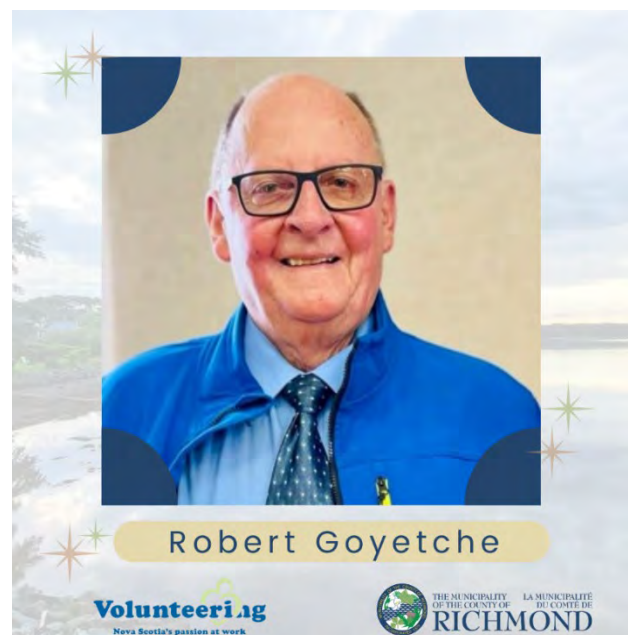
Over the past 10 years, Robert has been the President of the Fleur de Lis Seniors Club leading the planning and execution of all the club's events. During this time, he has been instrumental in coordinating the club's ticket sales, bookings, and event promotions.

Robert chairs the Strait Richmond Hospital board and is the Co-Chair of the Seniors Action Coalition. He is the Treasurer of the Louisdale Lion's Club and an active board member for the Louisdale Community Homes.

When Robert is not attending board meetings, he can often be found managing the rentals for the Louisdale Lion's Hall and lending a hand at their monthly breakfast making delicious, scrambled eggs.

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

We thank you for all you do for Richmond County!





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 17, 2024

RE: Type 04 – Regional / Health / General

Dear CAO,

Attached is a grant application from the River Bourgeois Mariner Society for the Type 04 – Regional / Health / General in the amount of \$ 1,500. The application appears complete and is ready to be addressed by Council.

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

Best Regards

JD

Jim Davis, Interim CFO

This project aligns with the following County initiatives or plans:

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

Other: _____

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

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



River Bourgeois Mariner Society
166 Northside Road
River Bourgeois, NS
B0E 2X0
Phone: 902-535-3182 or 902-535-2035

May 15, 2024

Municipality of Richmond County
PO Box 120
Arichat, NS
B0E 1A0

Attention: Jason Martell
Director of Finance, Chief Financial Officer

Dear Mr. Martell:

Enclosed you will find our application for \$1500 in assistance with our 15th annual boat "luck of the draw" run to be held Saturday, August 31 at the River Bourgeois Mariner Society docks.

Should you have any questions or concerns with the application or any attachments, please contact me by phone at (902) 535-3182 or by Email at psbaccardax@gmail.com

Kindest regards,

Sherry Baccardax
Secretary/Treasurer

C: Troy MacCulloch, CAO
Amanda Buckley-Mombourquette, Councillor



Grant/Funding Application

Organization Legal Name River Bourgeois Mariner Society		Contact Person Sherry Baccardax	
Position in Organization Secretary/Treasurer	Email [Redacted]	Telephone 902-535-3182	
Mailing Address 166 Northside Road, River Bourgeois, NS B0E 2X0			
Signature Sherry Baccardax		Date May 15, 2024	

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

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

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

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

Grant Type
4



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

Maximum of one application per year, per organization

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

Overview of Request:

Please describe the request in as much detail as possible.

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

The River Bourgeois Mariner Society is applying for \$1,500 to assist with the 15th Annual Boat Poker Run to be held Saturday, August 31, 2024. This is our main fundraiser of the year. During this event poker hands are sold to boaters and those people off the street who wish to support our community docks. The community looks forward to seeing all the boats come into River Bourgeois each year and are great supporters of our docks and our fund raising efforts. We will be selling 50/50 tickets and along with tickets on another item. We also have a barbeque/canteen on site run by members/volunteers.

It should be noted that we are not considered a marina as there can only be so many marinas in a certain geographical radius and as such we do not qualify for provincial or federal funding.

Please see the note on the additional information sheet.

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

Funds will be used towards event advertising, supplies, portable toilet (rented for the season) and dock installation/removal.

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: _____ \$ _____



THE MUNICIPALITY
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LA MUNICIPALITÉ
DU COMITÉ DE

RICHMOND

Additional Information Sheet

In reference to the River Bourgeois Mariner Society balance sheet, it is noted that the Mariners have a high interest account with a balance of \$21,049.99 at fiscal year end. In an effort to never need to borrow, these funds have been raised over a number of years to facilitate large projects. As you are all aware River Bourgeois Mariner Society is committed to a large project this year which will see us spend approximately 50% of this high interest account balance, possibly more should there be unforeseen expenses.

Culturally our docks have become a vital pillar of the community available to all in a community defined and surrounded by water. River Bourgeois is a tourist location sought by many with its French heritage, beautiful scenery, boating and working lighthouse. Within the inlet of River Bourgeois and with its protection from the ocean winds, our docks are used by many for sports such as pleasure boating, canoeing, kayaking, swimming, fishing, paddle boarding. Our docks provide a scenic calm spot to sit at the picnic tables on the shore or the benches on dock itself. Enjoy the gentle breeze, sunshine/sunset, and view over coffee/lunch while the water nurtures your mind and your soul. There are many species of wildlife that are seen, by tourists and residents alike, along the shores and in the water such as deer, birds, eagles, otters, fish, etc. Every Labour Day weekend we host this annual recreational boating event, the "luck of the draw" run which includes a barbeque from the shore. This is our annual fundraiser for the group which is attended by boats from the surrounding communities and some from afar. This fundraiser is supported by as many non-boaters as boaters.

This "luck of the draw" event along with the large re-design project are huge commitments for our volunteers. These volunteers are committed to the organization and its projects as they feel strongly about the sport, recreational, tourism and cultural value these docks provide to our coastal community.

River Bourgeois Mariner Society are working to ensure we have sustainable operations to continue to serve our community in such a way that docking is affordable to all, while at the same time striving to mitigate continuing future storm damage and protect from coastal erosion due to climate change.

Approved Submission SR557133: RIVER BOURGEOIS MARINER SOCIETY - Society Annual Renewal Statement

Reference

CR3566878



Registry of Joint Stock
Companies
PO Box 1529
Halifax, NS, B3J 2Y4

902 424-7770
1-800-225-8227
rjsc@novascotia.ca

Sherry Baccardax

Dear Sherry Baccardax,

The following submission has been approved.

Entity Name:	RIVER BOURGEOIS MARINER SOCIETY
Submission Reference No:	SR557133
Submission Type:	Society Annual Renewal Statement
Received Date:	01-May-2024
Status:	Approved
Status Date:	01-May-2024

The next renewal date for the above noted entity is 31-May-2025 .

If you have any questions, please contact the Registry.

Sincerely,

Registry of Joint Stock Companies

- Invoice-TR1246511

Annual Statement

Entity Details

Registry ID	3228955
Name	RIVER BOURGEOIS MARINER SOCIETY
Type	Society
Home Jurisdiction	Nova Scotia
Registered Date	20 May 2008

Registered Office

Civic Address	166 NORTHSIDE RIVER BOURGEOIS ROAD, RIVER BOURGEOIS, NOVA SCOTIA, B0E 2X0, CANADA
Mailing Address	166 NORTHSIDE RIVER BOURGEOIS ROAD, RIVER BOURGEOIS, NOVA SCOTIA, B0E 2X0, CANADA

Directors and Officers Detail Updates

Name	MELVIN A. TOUESNARD
Role	Director

Civic Address

Name	HAROLD P. LANDRY
Role	Director

Civic Address

Name	CARL P GRIMES
Role	Officer-CHAIRPERSON

Civic Address

Name	PETER K. BACCARDAX
Role	Director

Civic Address

Name PETER K. BACCARDAX
Role Officer-Vice-president

Civic Address [REDACTED]

Name DENISE M TOUESNARD
Role Director

Civic Address [REDACTED]

Name BRIAN AITKEN
Role Director

Civic Address [REDACTED]

Name George J Landry
Role Director

Civic Address [REDACTED]

Name Paul Martell
Role Director

Civic Address [REDACTED]

Name Georgie Landry
Role Director

Civic Address [REDACTED]

Name CARL P GRIMES
Role Director

Civic Address [REDACTED]

Name PETER K. BACCARDAX
Role Officer-VICE CHAIRPERSON

Civic Address [REDACTED]

Name CLIFFORD D LANDRY
Role Director

Civic Address [REDACTED]

Name SHERRY J. BACCARDAX

Role Director

Civic Address [REDACTED]

Name SHERRY J. BACCARDAX

Role Officer-Secretary, Treasurer

Civic Address [REDACTED]

Name DAVID SAMPSON

Role Director

Civic Address [REDACTED]

Directors and Officers (following changes)

Name MELVIN A. TOUESNARD

Role Director

Civic Address [REDACTED]

Name HAROLD P. LANDRY

Role Director

Civic Address [REDACTED]

Name CARL P GRIMES

Role Officer-CHAIRPERSON

Civic Address [REDACTED]

Name PETER K. BACCARDAX

Role Director

Civic Address [REDACTED]

Name PETER K. BACCARDAX
Role Officer-Vice-president

Civic Address [REDACTED]

Name DENISE M TOUESNARD
Role Director

Civic Address [REDACTED]

Name BRIAN AITKEN
Role Director

Civic Address [REDACTED]

Name George J Landry
Role Director

Civic Address [REDACTED]

Name Paul Martell
Role Director

Civic Address [REDACTED]

Name Georgie Landry
Role Director

Civic Address [REDACTED]

Name CARL P GRIMES
Role Director

Civic Address [REDACTED]

Name PETER K. BACCARDAX
Role Officer-VICE CHAIRPERSON

Civic Address [REDACTED]

Name CLIFFORD D LANDRY

Role Director

Civic Address



Name SHERRY J. BACCARDAX

Role Director

Civic Address



Name SHERRY J. BACCARDAX

Role Officer-Secretary, Treasurer

Civic Address



Name DAVID SAMPSON

Role Director

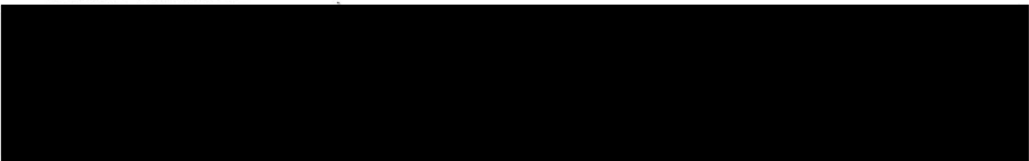
Civic Address



Recognized Agent

Name CARL GRIMES

Civic Address



Mailing Address

Confirmation

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

Submitter Sherry Baccardax

River Bourgeois Mariner Society

Balance Sheet As at 31/12/2023

ASSET

Current Assets

ECCU Equity Shares 00007	5.00	
ECCU Surplus Equity Share 00...	0.20	
ECCU Chequing Account 6517...	7,168.01	
ECCU High Interest Saving Acc...	21,049.99	
Total Cash		28,223.20
Accounts Receivable	144.47	
Total Receivable		144.47
Prepaid Expenses		727.00
Total Current Assets		29,094.67

Capital Assets

Wharf & Docks	44,772.00	
Accum. Amort. -Wharf & Docks	-38,762.80	
Net - Wharf & Docks		6,009.20
Ramp & Parking Lot	10,510.00	
Accum. Amort. -Ramp & Parking	-9,099.37	
Net -Ramp & Parking		1,410.63
Building	9,242.70	
Accum. Amort. -Building	-2,841.81	
Net - Building		6,400.89
Land		4,500.00
Total Capital Assets		18,320.72

TOTAL ASSET 47,415.39

LIABILITY

TOTAL LIABILITY 0.00

EQUITY

Owners Equity

Retained Earnings - Previous Year	44,815.88	
Current Earnings	2,599.51	
Total Owners Equity		47,415.39

TOTAL EQUITY 47,415.39

LIABILITIES AND EQUITY 47,415.39

River Bourgeois Mariner Society

Income Statement 01/01/2023 to 31/12/2023

REVENUE

Sales Revenue		
50/50 Ticket Sales		417.50
Other Tickets Sales		467.00
Poker Run/Luck of Draw Canteen		449.14
Poker Run Hand/Luck of Draw S...		3,420.00
Seasonal Docking Revenue	3,075.00	
Ramp Revenue	30.00	
Weekly & Overnight Revenue	100.00	
Total Docking Revenue		3,205.00
Lighthouse Sales		75.00
Net Sales		<u>8,033.64</u>
Other Revenue		
Interest/Divident Revenue		373.97
Membership Revenue		240.00
Gift Card Donations	205.00	
Poker Run/Luck of Draw Donati...	2,255.00	
General Donations	10.00	
Memorial Donations	25.00	
Total Donations		2,495.00
Total Other Revenue		<u>3,108.97</u>
TOTAL REVENUE		<u>11,142.61</u>

EXPENSE

General & Administrative Expe...		
Business Fees & Licenses		31.15
Amortization Expense		2,121.66
Insurance		1,967.00
Interest, Dividends & Bank Char...		6.00
Office Supplies		387.83
Donation Expense to Other Chari...		50.00
Internet		485.83
Poker Run/Luck of Draw Expenses		105.95
PokerRun/Luck Draw Canteen E...		39.26
Rent		250.00
Repair & Maintenance		820.59
Wharf & Dock Improvements		191.78
Wharf & Docks Installation/Remo...		1,115.86
Septic Services		430.00
Utilities (Power, etc)		367.46
Gifts, Appreciation Dinner, Etc.		172.73
Total General & Admin. Expen...		<u>8,543.10</u>
TOTAL EXPENSE		<u>8,543.10</u>
NET INCOME		<u>2,599.51</u>

RIVER BOURGEOIS MARINER SOCIETY

2024 Operating Budget

	Revenue	Expenses	Total
Operating Revenue from Fund Raising	\$ 4,000.00		
Docking Revenue	\$ 2,500.00		
Membership Revenue	\$ 200.00		
Donations	\$ 1,500.00		
Government Grants	\$ 10,000.00		
Interest	\$ 150.00		
HST Rebates	\$ 100.00		
Accounting & Legal Fees		\$ 50.00	
Business Fees & licenses		\$ 50.00	
Insurance		\$ 2,200.00	
Bank Charges		\$ 25.00	
Office Supplies		\$ 600.00	
Wharf & Dock Tools		\$ 600.00	
Donations to Other Charities		\$ 50.00	
Fund Raising Expenses		\$ 1,000.00	
Internet		\$ 500.00	
Rent		\$ 250.00	
Repairs & Maintenance		\$ 10,175.00	
Wharf & Dock Installation-Removal		\$ 1,350.00	
Septic Services		\$ 650.00	
Power		\$ 450.00	
Gifts, Appreciation Dinner, etc.		\$ 500.00	
	\$ 18,450.00	\$ 18,450.00	\$ -



5005 NS-320, PO BOX 4000
Arichat, Nova Scotia B0E 1A0
info@brelahomes.ca
1 (902) 334-3037

Date: June 2, 2024

Attn: Troy MacCulloch – Chief Administrative Officer

Re: Permitting Fees for Walter Fougere Project

Dear Mr. Troy MacCulloch,

We are inquiring about financial support from the Municipality of the County of Richmond for building permitting fees associated with the construction of the Walter Fougere School project to add affordable senior housing for our county and surrounding communities.

We anticipate that the permitting will cost roughly \$7,210.50 (\$6,270.00 plus tax) for the renovations and alterations to the building to construct these units.

Please let us know if you have any questions or require further information. We have also attached the floor plan for the units for your review.

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

Thank you,



Jeremey Carroll
Owner
(780) 722-1490 | info@brelahomes.ca
www.brelahomes.ca



Isle Madame Historical Society

LeNoir Forge Museum

708 Veterans Memorial Drive,

P.O. Box 223, Arichat

Nova Scotia

B0E 1A0

Municipality of the County of Richmond
2357 Highway 206,
P.O. Box 120,
Arichat, Nova Scotia B0E 1A0

May 29 2024

Dear Warden and Council,

The Isle Madame Historical Society is in the process of developing a new display entitled "Celebrating Musical Roots"! Isle Madame holds the distinction of being the hometown of two acclaimed singers/musicians Cornelia Boucher and Robert Bouchard.

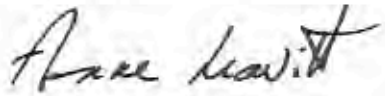
Cornelia was born and raised in the community of Arichat to a local Acadian family. Her roots run deep in the region. She learned to sing and play piano as a young child and has had a long and successful career in the music industry with many accolades. Included in the list is the Stomping Tom Award, presented at the 2010 ECMA ceremony, which is a prize created to honour musicians who have made long-term contributions to music in the region. She and her band represented Nova Scotia as part of the Canadian contingent at the International Tourism Fair in Berlin for 15 consecutive years. She performed on national television and won the Du Maurier Search for Stars on CBC in 1982. She has recorded five albums and toured extensively.

Robert was also born and raised on Isle Madame to a local Acadian family. As part of a large family he was encouraged to sing and play guitar. He has had a long and successful career in the country genre of music. He has recorded five albums, written songs, worked in Nashville as a musician, done radio shows in Nashville & Kentucky, and toured throughout Canada. He has appeared on national television as a guest on the Tommy Hunter Show as well as Ian Tyson's Sun Country. Robert has opened for Nashville headliners Gene Watson, Earl Thomas Conley and The Gatlin Brothers. In 2014 he was inducted into the Nova Scotia Country Music Hall of Fame. He continues to perform at different venues throughout Nova Scotia.

These two individuals deserve to be celebrated in their home region. Although the community has always thought of them as belonging to us, no formal recognition has ever taken place. The Isle Madame Historical Society seeks to right that wrong by creating a formal permanent exhibit in their honour.

The exhibit will open on Sunday Sept. 22, 2024 with community festivities taking place the following week. We would like to request that the week of Sept. 23 to Sept. 28 be proclaimed Robert Bouchard and Cornelia Boucher Week by the Municipality in support of this project.

Sincerely,

A handwritten signature in cursive script that reads "Anne Leavitt".

Anne Leavitt
IMHS Board Chair

Proclamation

Robert & Cornelia Week

September 22 - 28, 2024

Whereas, Robert Bouchard and Cornelia Boucher individually and along with their former spouses and bandmates, enhanced the lives of people here and abroad with their musical talents.

Whereas, Robert Bouchard and Cornelia Boucher brought joy and set the standard for professionalism and superior quality for their peers and those that follow in their footsteps in the music industry.

Therefore be it resolved that I Amanda Mombourquette, Warden of the Municipality of the County of Richmond, on behalf of council, hereby proclaim September 22 - 28, 2024 as Robert & Cornelia Week in Richmond County.

I would encourage the residents of Richmond County to acknowledge the contributions of these honourees by sharing positive messages, either in writing or at a public event during their designated week.

POVERTY AND HEALTHY SCHOOL FOOD PROGRAMS



- February 2024: NS Provincial government announces province wide universal school lunch program, to begin at elementary level and be launched over 4 years.
- April 2024: Federal government commits \$1 Billion over next 5 years to National School Food Program.

AJAY'S STORY...

Ajay is in grade 4 and starts each day knowing that **breakfast** will be available onsite at their school when they arrive. It's served by **friendly staff** and includes **intergenerational volunteers** that help them start their the school day well. This is very helpful especially if a family is dealing with a rushed morning, a sick family member, a long bus ride, unemployment, or it's grocery day and there is not much choice at home. It is there for **everyone**.

Ajay's teacher makes lots of connections to food through the **school curriculum**, in various subjects, from health, to math and social studies. They understand how food can help build a **healthy bodies and minds**. They have been learning about **local food/sustainable production** and how it plays a role in **climate change** efforts.

There have been **cooking classes** where Ajay has been excited to learn **food literacy skills** from older **peers** in their P-12 school. Sometimes **cultural groups** in the community lead sessions. Ajay loved the flavor of the African dishes and was proud to see classmates enjoy food from India where their family has roots.

Every student in Ajay's school can access a **healthy and culturally appropriate lunch** at no cost. The students have been **engaged** in designing aspects of the lunch program and are **very proud** to see their ideas in effect.

They helped **name and choose** some of the items offered on the **menu** and designed murals to create a **welcoming eating space**, where students have **ample time** to enjoy eating.

The school **food service staff** have the **training and support** they need to do their jobs **safely and well**. They are paid a **decent living wage** and are **valued** as important members of school-community.

Local farmers have benefitted from the school food programs bringing in foods like apples, tomatoes, onions and potatoes - just to name a few. A local **Indigenous community** has producers who supply berries.

Ajay knows the work needed to grow food successfully from their **school garden club** they are part of and can't wait to get their hands in the dirt outside as it helps them feel **calm and relaxed**. Their class even started some seedlings indoors during the Winter months, charting their growth. **Families take turns** looking after the garden all summer. In fall the produce & herbs from the garden are used to make soup. This is part of the school's **Healthy Food Beverage & Events policies**. Key partners like Elders and local farmers are invited in to the school to enjoy this meal with the students. Ajay's wellbeing and learning are protected and promoted with each spoonful of the hearty soup.



RESPONSE TO RECENT NEWS

While the recent announcement from both provincial and federal governments is encouraging, we will highlight the components that should be considered when designing school food programs to make them universal, health promoting, and sustainable.

GUIDING PRINCIPLES FOR HEALTHY SCHOOL FOOD PROGRAMS



"Filling up" on Benefits

ACADEMIC BENEFITS:

Increased likelihood of learning, positive school performance, attendance, and participation. Better energy levels, memory, problem-solving skills, creativity and concentration. Also less likely to have to repeat a grade.

PHYSICAL & MENTAL HEALTH BENEFITS:

Reduced risk of chronic diseases and cancer. Increased intake of key macro and micronutrients. Reduced problems associated with hunger (dizziness, lethargy, headaches, etc.) Fewer behavioral and emotional problems, bullying, aggression, anxiety, and depression. Better interpersonal relations.

ECONOMIC BENEFITS:

Potential to create thousands of new jobs in communities across Canada. Programs could support existing farms and create jobs in agriculture, food services, manufacturing and distribution as well as construction, sustainability industries, and health. Helps take pressure off household budgets.

ENVIRONMENTAL BENEFITS:

Climate change is a reality and stressor. Demand for local food procurement can reduce the need to ship from afar. Partnerships can support environmentally conscious growing, storage, and manufacturing practices.

ACCESS BENEFITS:

School lunch programs are designed to reach children where they already spend a significant portion of their day. School food programs acknowledge there are many reasons children may come to school hungry.

EQUITY BENEFITS:

Universal School food would be available for all students, creating a level playing field, and not singling anyone out. It could help reduce stigma faced and felt by marginalized groups. Well-designed food programs can fulfill cultural needs.

TAXPAYER BENEFITS:

School food saves all of us money! The preventable cost of nutrition-related disease in Canada is estimated at \$15.8 billion annually. Healthy food access can take some burden off of overworked/under resourced health care systems. Internationally, school meal programs have been shown to yield a \$3 to \$10 return on every \$1 invested.

"Menu" of Actions

Allow kids to be kids! Children shouldn't have to face the burden of determining how they are going to eat each day or figure out ways to take home food to their families. Many students feel embarrassed to ask for help and go without.

Bring up your support for school food programs at election time when candidates canvass your doorstep and express the need for this budget line to continue.

Follow the work of the Coalition for Healthy School Food | Canada and its NS Chapter Nova Scotia Coalition for Healthy School Food - Nourish (nourishns.ca).

Support recommendations outlined in Nova Scotia's One Chance to Be a Child - Summary Report (onechancens.ca) including the creation of youth panels within government departments, a poverty reduction plan, and an independent body dedicated to children and youth rights.

Advocate for better dental benefits, childcare programs and for better access to university, college, and other post-secondary training programs which can all help families have more money to meet their basic needs and purchase the food they need.

Advocate for larger policy changes that bring about inflation relief, sustain and enhance social programs like EI and Canadian Child Tax. Voice support for living wage and basic income, Advocate for increases to minimum wage, income assistance, and disability benefits.

REFERENCES

RUEZ, A.T., EDWARDS, G., ZHANG, F. (2023, OCTOBER 26). THE ECONOMIC RATIONALE FOR INVESTING IN SCHOOL MEAL PROGRAMS FOR CANADA: MULTI-SECTORAL IMPACTS FROM COMPARABLE HIGH-INCOME COUNTRIES. PREPARED BY RUEZ CONSULTING FOR THE GOVERNMENT OF CANADA, https://amberleyruez.ca/assets/uploads/ruez-consulting_the-economic-rationale-for-investing-in-school-mealprograms-for-canada.
<https://www.healthyschoolfood.ca/guiding-principles>
<https://globalnews.ca/video/10330542/n-s-launches-plan-for-province-wide-universal-lunch-program>
<https://www.pm.gc.ca/news-releases/2024/04/01/national-school-food-program-launches-success>
<https://www.canada.ca/en/employment-social-development/programs/school-food/consultation-school-food/what-we-heard-report-2023.html>
<https://www.healthyschoolfood.ca/post/school-food-programs-in-canada-and-the-sustainable-development-goals>
<https://arrellfoodinstitute.ca/national-school-food-policy/>

World Hydrogen Summit 2024

BRIEFING NOTE



13-15 MAY 2024
ROTTERDAM AHOY, NETHERLANDS

The World Hydrogen Summit (WHS) is the World's largest and most senior global hydrogen event. The 2024 edition was attended by **15,000+ industry professionals** and **2,000+ delegates**, and it featured **500+ exhibitors** and **350+ speakers**.

The Summit is organised by the Sustainable Energy Council (SEC), which is an advisory, events and training producer. SEC promotes clean energy and brings governments, companies and industry leaders together through events such as the WHS.

The Municipality of the County of Richmond, Town of Port Hawkesbury and Cape Breton Partnership (representing both the CB REN and the CBRM REN) were invited by the Department of Natural Resources and Renewables to attend the Summit as part of a Nova Scotia delegation, which in turn formed part of a wider Canada delegation. Other local delegates included representatives from the Municipality of the District of Guysborough. Private sector companies from the region in attendance included Bear Head Energy, EverWind Fuels and Simply Blue Group, while Integrative Nanotech from the Halifax area also attended.

The objective was to learn about the hydrogen and ammonia offtake market in Europe, production in Europe, global trends, and industry requirements, as well as promoting our area for investment.

In addition to conference activities, delegates also participated in several site visits and meetings with businesses, ports and local government.

1. SCHEDULE

It was a full week of activities that included:

- Sunday 12 May: Tour of the Port of Rotterdam, including presentations from Koole Terminal, Advario, Vopak, and Neste. Atlantic Canada Reception in the evening hosted by Energy NL.
- Monday 13 May: Summit sessions on Leading Global Hydrogen Projects, The Netherlands to Germany Hydrogen Corridor, and Harnessing Hydrogen to Decarbonise Hard to Abate Sectors. Meetings with Port of Antwerp-Bruges, DEME and the City of Rotterdam. Being present in the Nova Scotia booth and handing out materials in the Exhibition space. Conference Gala Dinner in the evening.
- Tuesday 14 May: Summit sessions on Electrolyser Developments, Renewable Hydrogen Production, and Realising Offtake Agreements and Demand for Hydrogen. Tech talks from DNRR,

Bear Head Energy, EverWind Fuels, Net Zero Atlantic, and Government of New Brunswick. Being present in the Nova Scotia booth and handing out materials in the Exhibition space.

- Wednesday 15 May: EverWind Fuels and Port of Rotterdam MOU signing in the morning. PosHydon site visit. Summit sessions on Decarbonising Shipping, Leading Cities Spearheading Hydrogen Development, An Outlook for Hydrogen's Future, and Hydrogen Accelerating Sustainable Mobility.
- Thursday 16 May: Visit to Port of Antwerp-Bruges in Antwerp, Belgium. Meeting with the Port as well as their International Division followed by a tour of the port.

2. PORT OF ROTTERDAM TOUR – SUNDAY 12 MAY

Included in the Summit Pass was a tour of the Port of Rotterdam on both boat and bus.

The Port of Rotterdam is the biggest port in Europe and activity in the port has historically been built around container shipping and the energy sector. The port is home to 3,000 companies and hosts a large number of container terminals, oil refineries, biofuel refineries, and tank farms. The Port of Rotterdam is owned 70% by the City of Rotterdam and 30% by the Dutch State. The Port has an ambition to become 100% green by 2050, and hydrogen will play a key role to enable the port to achieve that goal. Furthermore, only 10% of the green hydrogen demand will be able to be met by local production. The Port is therefore also developing capacity to handle, store and move significant amount of green hydrogen imports – primarily destined for the industrial hinterland in Germany. Currently 13 hydrogen projects located in the port have been announced, and on the tour presentations from some of the businesses behind these projects were delivered:



Koole Terminal – Developing an import terminal for ammonia on their 1,200 acre site, which also functions as storage for biofuels. 5 new large tanks will be built in a phased approach that will store 70K tonnes of ammonia. The ambition is to be operational at the end of 2028. Initially ammonia stored at Koole will arrive in Germany by barge, but there are plans to develop an ammonia pipeline to Germany.

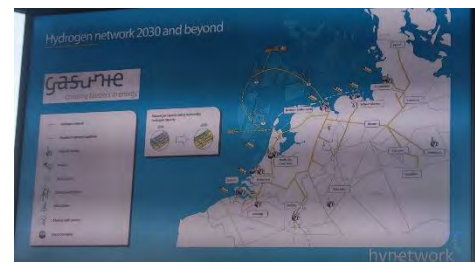


Advario – Another proposed import terminal for ammonia on an existing tank farm primarily used for the storage of petrochemicals. They are currently restoring some of their land to greenfield conditions and will begin development in 2025. Their site will also have a ‘cracking’ facility in which the imported ammonia can be converted back into hydrogen.



Vopak – Vopak operates the Europoort in Rotterdam, which is a large scale oil hub terminal. Vopak have ambitions to develop an ammonia terminal on the site which will handle 1.5 tonne/day.

Gasunie – Gasunie is developing the ‘Hynetwork’, a network of hydrogen pipelines that will connect the hydrogen production and import facilities in the Port of Rotterdam to the rest of



Europe, primarily Belgium and Germany. Five main industrial clusters will be connected to each other, and the plan is to be fully operational by 2030.

Porthos – In this project CO2 from industry in the Port of Rotterdam is captured, transported and stored in empty gas fields under the North Sea. This includes CO2 from hydrogen projects ('blue hydrogen').

Neste – This is a refinery that produces different renewable products. Neste have plans to install an electrolyser at the refinery, which will enable them to produce hydrogen and hydrogen derivatives such as Sustainable Aviation Fuels on-site.

Hydrogen Conversion Park I – This project is spearheaded by the Port of Rotterdam itself and will look to combine green hydrogen production projects in one industrial park for a combined 1GW electrolysis capacity. Here producers will share infrastructure and excess heat will be captured and used in other areas of the port. The park is already full with businesses such as Shell, Tennet and AirLiquide, and the Port therefore has plans to establish a Hydrogen Conversion Park II for future projects.



3. ATLANTIC CANADA RECEPTION – SUNDAY 12 MAY

Energy NL hosted a networking event at the Marriott Hotel in Rotterdam on the eve of the Summit. The event was very well attended, and there was strong representation from Nova Scotia, Newfoundland & Labrador and New Brunswick, as well as Ottawa and the Canadian Embassy in the Netherlands.

During the event speeches were delivered by:

- **Hugh Adsett** - Ambassador of Canada to the Kingdom of the Netherlands
- **The Honourable Andrew Furey** - Premier of Newfoundland and Labrador
- **Jeff Hoyt** - Assistant Deputy Minister, Natural Resources and Energy Development, New Brunswick
- **Toby Balch** – Director, Business Investment & Export Development, Natural Resources and Renewables, Nova Scotia

From the speeches it was clear that all three provinces have high ambitions for their budding hydrogen sectors with a lot of support provided through the respective provincial governments. All have singled out the Netherlands, and Rotterdam in particular, as a key partner in future export agreements, which was also evidenced through the speech by the Ambassador.



4. WORLD HYDROGEN SUMMIT & EXHIBITION – MONDAY 13 MAY TO WEDNESDAY 15 MAY



The World Hydrogen Summit at the Rotterdam Ahoy featured three days of seminars and two days of exhibition. The main take aways from the summit content and meetings are summarised in section 7, however this section aims to provide a bit of the ‘flavour and feel’ of the Summit itself.

Summit content included government and industry leaders speaking and discussing a long range of topics, including regulations, offtake markets, supply chain, affordability, technology collaboration and partnerships, and wider industry trends.

The exhibition featured stalls and booths hosted by a diverse collection of organisations, including national and regional governments, hydrogen developers, electrolyser manufacturers, electrolyser component developers, end-use pilots, and many more. The exhibition also featured a comprehensive program of ‘tech talks’ in which speakers had 15 minutes to lay out their project, product, policy initiative, organisational mandate, or whatever their pitch may be about. There was a 1-hour Nova Scotia theme of tech talks, which featured presentations from the Department of Natural Resources and Renewables, Bear Head Energy, EverWind Fuels, and Net Zero Atlantic.



5. POSHYDON SITE VISIT – WEDNESDAY 15 MAY

A tour of the PosHYdon pilot project was also included in the Summit Pass.

PosHYdon is an initiative of Nexstep, the Dutch association for decommissioning and reuse, and TNO, the Dutch organisation for applied scientific research, which collaborates closely with the sector. PosHYdon is an assembled modular technology currently located on land at INVESTA Expertise Centrum, an expertise centre for biomass and gasification technology that supports startups and research. Once the system is disassembled and reassembled at Neptune Energy's Q13a-A platform, the first fully electrified platform in the Dutch North Sea, it will integrate three energy systems in the North Sea – offshore wind, offshore gas and offshore hydrogen.



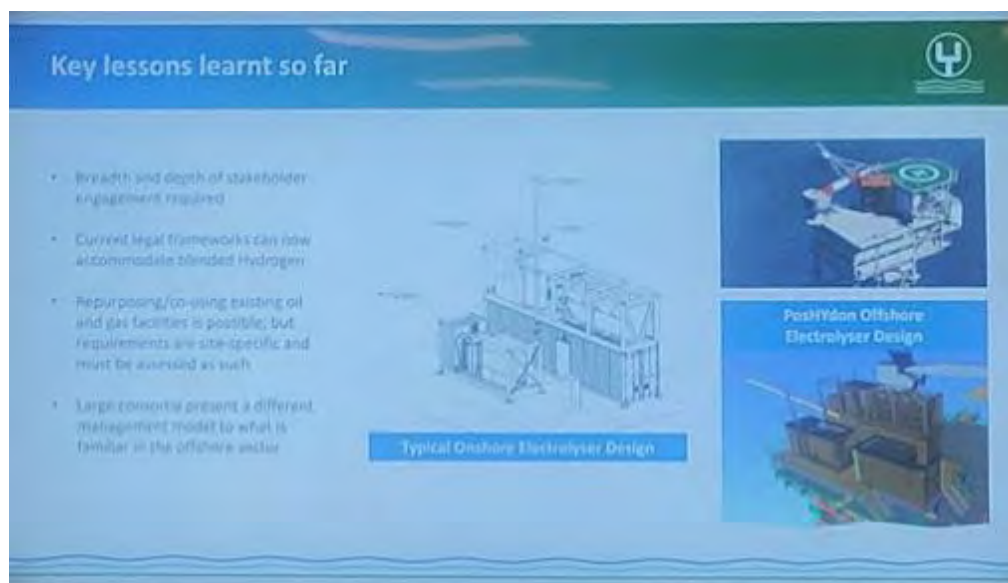
While there, we were able to witness PosHYdon receiving green H2 certificates that can be traded for every kg of H2 produced. This “Guarantee of Origin” (GoO) certificate was granted by VertiCer, the institution in the Netherlands that issues GoO and certificate of origin (CoO) for all sustainable energy carriers. A GoO is the only proof that energy has been generated in a sustainable way. Note on use of existing oil platforms with significant life remaining: a way to re-use stranded assets before or after the oil reserves that the platforms were originally built to extract are depleted.

Key Observations from the PosHYdon tour:

- While PosHYdon is the world's first operational offshore green hydrogen production platform, it is a very small operation, and it is an experiment to see what the possibilities are for scale in the future. Examples of small experimental size include:
 - 0.02% H2 is currently permitted to be mixed into Natural Gas pipelines as per Dutch law – PosHYdon received special permission to enable 0.5%, to enable more hydrogen to be piped to shore from the platform, diluted with Natural Gas being already shipped to shore in the same pipeline.
 - Air cooling rather than water
 - A large-scale operation is likely to require extensive environmental monitoring / study to determine potential ecological impact
 - Brine/salt release
 - A large-scale operation is likely to require extensive environmental monitoring / study to determine potential ecological impact
- Key potential benefits of an at-sea H2 producing platform in the future:
 - endless supply of water
 - units are designed to be pretty much self-contained and operated REMOTELY from shore (don't necessarily need full time operators on the platform – just need scheduled maintenance)
 - Easy access for ship transfer, with close-to-shore platforms able to connect to pipelines

- Close to wind farm sites
- Key potential issues of an at-sea H2 producing platform in the future:
 - Efficiency – some of the energy will be needed to desalinate the water, which may impact the economics
 - A large-scale operation is likely to require extensive environmental monitoring / study to determine potential ecological impact of salinity impact, heat, and other currently unknown impacts

While this particular type of research may not be applicable in the Strait of Canso or in the broader region, and if it was the learning from PosHYdon may be applicable for us to learn from, the concept of a small research installation to test different uses/placements (like an offshore oil and gas platform) of established technology (desalination plant, electrolyser, heat exchanging system) may be useful for our region to consider as we discover assets that we have not fully realized as assets, and work towards local applications of technology adaptation and iteration, rather than new technology development in this new industry.



6. PORT OF ANTWERP-BRUGES VISIT AND TOUR – THURSDAY 16 MAY

The Strait of Canso organisations were invited to the Port of Antwerp-Bruges for a meeting, presentations and a short bus tour of parts of the port in Antwerp, Belgium. DNRR and Invest Nova Scotia joined MOCR, Town of Port Hawkesbury and the Cape Breton Partnership on the visit.



The Port of Antwerp-Bruges is *one* port but with two locations: Antwerp and Bruges, of which Antwerp accounts for the largest share of facilities and activity. It is arguable the second biggest port in Europe (Port of Hamburg puts forward a similar claim). It is the largest chemical hub in Europe and is home to 1,400 companies. Ownership does not fall under the federal government at all, and the Port of Antwerp-Bruges is owned by the Cities of Antwerp and Bruges (80%/20% ownership split respectively). The port is the largest importer of LNG in Europe and is well-suited to import hydrogen and ammonia. Its proximity and connection by road, rail and barge to the German industrial hinterland (i.e. close to the hydrogen offtake) also makes it an ideal location. Similar to the ‘Hynetwork’ being developed by Gasunie in the Netherlands, Fluxys will develop a similar hydrogen infrastructure network in Belgium.

The Port has developed a 2030 Hydrogen Roadmap which highlights a pathway to local production, development of import facilities, development of ‘cracking’ facilities, and a pipeline to Germany.



The Port of Antwerp-Bruges has a subsidiary, Port of Antwerp-Bruges International (PABI), which focuses on establishing partnerships with ports and organisations outside of Belgium. PABI offers four services: port management, consultancy, investment, and training. If all four services are being delivered in conjunction it is called a ‘Total Partnership Model’. PABI is currently involved in nine Total Partnerships globally, for

example with ports in Namibia, Oman and Malaysia. The Total Partnerships are often formed with entities (e.g. port authorities) in areas with ambition to produce and export hydrogen and ammonia.

As part of the visit, the Nova Scotia delegation also delivered presentations. These were:

- Nova Scotia Green Energy Opportunities (InvestNS)
- Nova Scotia Green Hydrogen Roadmap (DNRR)
- Current Green Hydrogen Projects (Cape Breton Partnership)
- Landrie Lake Water Utility Project (Town of Port Hawkesbury)
- Strait of Canso Port Infrastructure (MOCR / Town of Port Hawkesbury)



In addition to container terminals, refineries and tank farms, the bus tour of the port included a few interesting stops:

- A hydrogen refuelling facility developed by CMB.TECH. This facility allows hydrogen cars to refuel on the roadside, while hydrogen-powered marine vessel can refuel on the other side that faces the water.
- The village of Lillo is a small settlement completely surrounded by the industrial areas that make up the Port. The village is still inhabited and gets busy with tourists in the Summer months due to its cafes and bars, and access to skyline views of the industrial areas in the Port.
- The Doel Nuclear Power Station is still operational and towers over the city of Antwerp and is located in the most densely populated area for any nuclear power station in Europe.



7. KEY TAKE AWAYS FROM SUMMIT CONTENT AND MEETINGS

Western Europe is *preparing* to produce, import, transport, and use hydrogen and its derivatives in large scale. Ambitious climate targets and the war between Russia and Ukraine are both key reasons for this development. There are similar trends throughout the world: Australia is preparing for large-scale production and domestic use of hydrogen, while places such as Namibia and Oman, like Canada, are looking to produce at scale for export. There are currently 1,400 projects announced globally, representing \$570Bn in investments, out of which \$310Bn are considered mature. In the words of H.E. Rob Jetten, Minister for Climate and Energy Policy at the Dutch Government, hydrogen is “the next industrial revolution that includes the entire world”.

While expressions such as this and others like it heard during the Summit (e.g. “a new Golden Age”) reflect the momentum green hydrogen is currently experiencing, it also clear after having attended the Summit that significant barriers remain for the industry to reach its potential.

In summary, four priorities should be addressed:

- 1) Address lengthy permitting processes;
- 2) Funding
 - a. Hydrogen Production
 - i. Government’s role in “Contract for Difference”
 - ii. Private Sector’s role in providing risk capital
 - b. Infrastructure
 - i. Product Transportation Infrastructure
 - ii. Port Infrastructure
 - iii. Distribution Infrastructure;
- 3) Strong international collaboration and trade; and
- 4) Need for an open and competitive market

In the following the main takeaways from the Summit content and meetings attended are summarised. They expand and elaborate on the four priorities above.

- **Affordability** is the main barrier to large-scale production of green hydrogen. There appears to be two main camps on how to best address this: on one side some are suggesting that blue hydrogen production creates a stepping stone to green hydrogen. Producing blue hydrogen will help to increase the end-use demand in a more affordable way, which eventually should pave the way for green hydrogen production. On the other hand, others are suggesting that in order to decarbonise green hydrogen has to happen now. It may be unviable now, but the same was said for wind and solar 30 years ago. There is a need to focus on bringing costs down now, so subsidies should be used to bring down the cost of the green electricity. Government incentives are important to this end. The Inflation Reduction Act in the US, tax credits in Canada and carbon credits in Europe are all helpful measures in achieving this goal. However, subsidies are only one way of incentivising. Currently production exceeds demand, so further work is needed on

creating the end-use demand to further help green hydrogen producers establish a business case.

- **Regulatory certainty** is needed in order to establish a pipeline of projects reaching FID. While decarbonisation targets are important to incentivise the industry, they often bring a mismatch between supply and demand. Demand tends to arise near to target deadlines, which in turn does not give the supply side enough time to build a business case and ramp up production. There are also things governments can do to make it easier for industry to navigate regulations. For example, South Australia has developed a ‘one window to government’ mechanism by combining a number of policies into one Hydrogen and Renewable Energy Act (2023).
- **Offtake industries** are somewhat varied, however it is clear that more work is needed to increase demand for hydrogen and its derivatives. Currently, gray hydrogen is primarily used for converted heavy industry operations. The main offtake sectors for green hydrogen seem to be steel mills, paper mills, refineries, gas-fired power stations, and transportation such as aviation, heavy goods vehicles, rail, and marine vessels. There are also examples of Microsoft developing hydrogen fuel cell generators for their data centres to act as backup.
- **Hydrogen ‘backbones’** refer to all the infrastructure that will produce, import, store, and transport hydrogen and its derivatives to make sure the end-user will receive the product. As mentioned earlier in this report, the Netherlands, Belgium and Germany are fairly far ahead in establishing import and storage facilities as well as a common user network of pipelines for transportation. This could hold some lessons for Canada and Nova Scotia when eventually hydrogen being produced here would also be used domestically. Although distances are longer in Canada compared to Europe, there certainly are examples of successful gas pipeline networks developed in the past, e.g. The Maritimes and Northeast Pipeline.
- **Collaboration** among industry, academia and all levels of government will be crucial to enabling the scaling up needed for production as well as establishing an end-use strategy domestically through the shared use of storage and transportation infrastructure. In Europe, ports are increasingly working together on the energy transition, while local governments around the world are collaborating. Rotterdam, Antwerp and Hamburg are all working together on the hydrogen file, and recently an MOU has been signed between the city of Rotterdam and the town of Luderitz in Namibia.
- **Supply chain development** for hydrogen production revolve around electrolyser manufacturing. Currently, the largest concern is the availability of the components that go into an electrolyser to some extent driven by price pressures on precious metals. While the market for both PEM and Alkaline electrolyser manufacturing seems saturated, opportunities exist in its sub-supply chain, such as production of components and catalytic coating. Europe is introducing a ‘Made in Europe’ legislation for electrolysers (similar initiatives in China), which would make the export of Nova Scotia-based electrolyser manufacturers challenging. However, should Canada opt for similar legislation, there will naturally be a demand that can only be met from electrolyser manufacturing inside the country. There does not seem to be great concern about the actual build-out of facilities hosting electrolysers in Europe, however general availability of construction

labourers locally in Nova Scotia should be considered. Other business opportunities exist for smaller and potentially local companies after the hydrogen is produced. Companies in Europe are working on things like hydrogen compression systems and ways in which to transport hydrogen (i.e. not ammonia), e.g. pairing it with oils or developing new marine carriers. Finally, should Nova Scotia, Canada and the Eastern US start development on its own 'hydrogen backbone' in the future, opportunities in construction and pipeline development will also exist.

- **Workforce development** did not feature as a topic at the Summit, however it remains an area of focus for the industry. There is a need for people with existing technical skills, such as engineers, to upskill for the hydrogen sector, as well as highlighting opportunities in hydrogen in existing technical courses and degrees at colleges and universities.
- **Social license to operate** is crucial for the industry to be successful. From conversations with the City of Rotterdam and the Port of Antwerp-Bruges, people in these cities indeed have some concerns regarding the new hydrogen projects in their vicinity, however they are not too different from concerns encountered in any large-scale industrial development. People are mainly concerned about safety and industrial expansion into residential areas. Developers and local government have put in place initiatives, such as quarterly community meetings, to listen to and understand community concerns and take the required actions, e.g. updating safety standards on ammonia and conducting spatial studies in particular areas.
- **Port governance** has been crucial in supporting and developing hydrogen projects in Rotterdam and Antwerp, whilst ensuring local benefits optimisation. The port entities are owned by local governments (except 30% of Port of Rotterdam that is owned by the Dutch Government), which means that lease rates on land, harbour fees and harbour services fees ultimately enables local governments, through the Port entity, to reinvest locally. It also means that there is one entity that can spearhead the development of common user facilities, such as the Hydrogen Conversion Park I in Rotterdam and the infrastructure that eventually will make up the European 'hydrogen backbone'.
- **International partnerships** are also key to the global energy transition, and an increasing number of formal partnerships between all levels of government, industry, ports, and academia are taking place. While partnerships are being formed between Nova Scotia-based hydrogen producers and their offtake markets in Europe as well as the federal governments of Canada and Germany, it would be interesting to explore how partnerships at different levels may look like through a Nova Scotia lens. Both the Port of Rotterdam and the Port of Antwerp-Bruges are actively forming partnerships with ports in hydrogen producing jurisdictions such as Namibia, Brazil and Oman, while local governments in Rotterdam, Antwerp and Hamburg are forming similar partnerships in these same jurisdictions. It would be helpful to understand what entities in Nova Scotia are the ideal partners for international collaboration around ports, academia, local government, regional government, etc.

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A short montage video from the trip developed by Cape Breton Partnership is available here:

<https://youtu.be/3GXoAf6lpCQ>



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 km ²
Number of dwellings*:	5,547
Government:	5 Elected councillors (including the Warden)

Nova Scotia Municipality of the County of Richmond



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

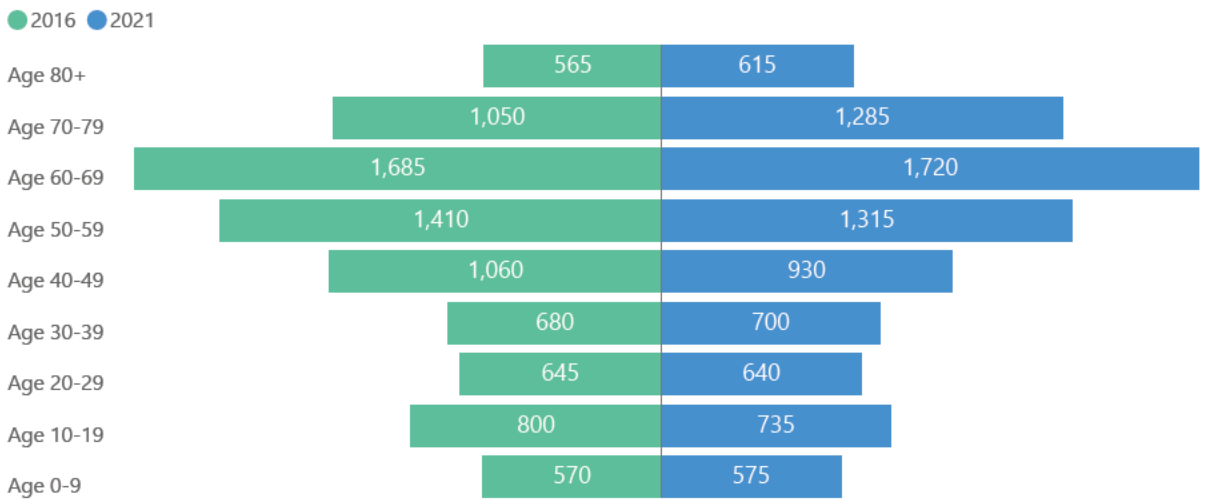


Figure 2 - Population Change from 2016 to 2021 (rounded to nearest five). Source: Statistics Canada

Municipal Profile - Highlights

Population Trends

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

Highest Age Bracket: 60-69 years of age (supported by Figure 4 below)

Population Trend from 2001 to 2021

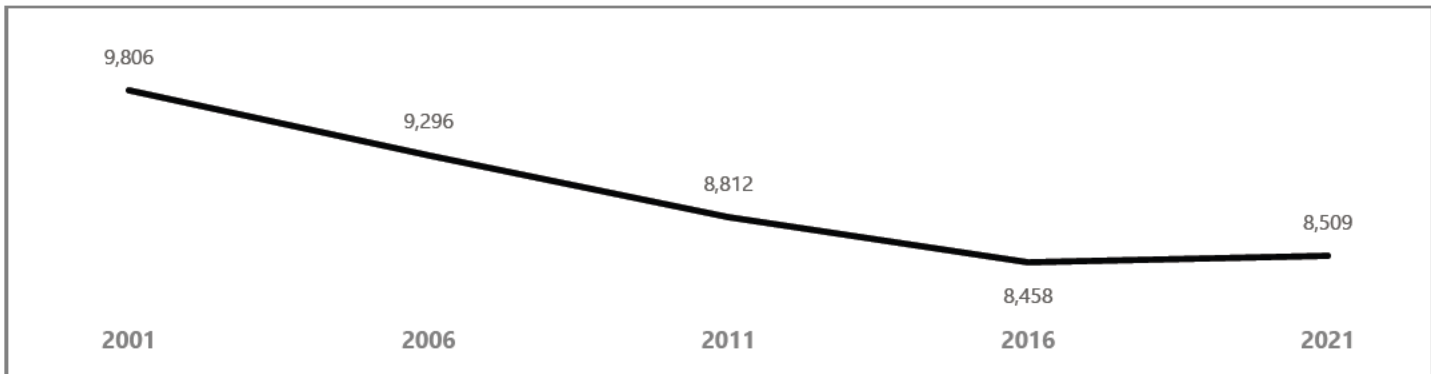


Figure 3 - Population from 2001-2021. Source: Statistics Canada

Population Change from 2016 to 2021

Year ● 2016 ● 2021

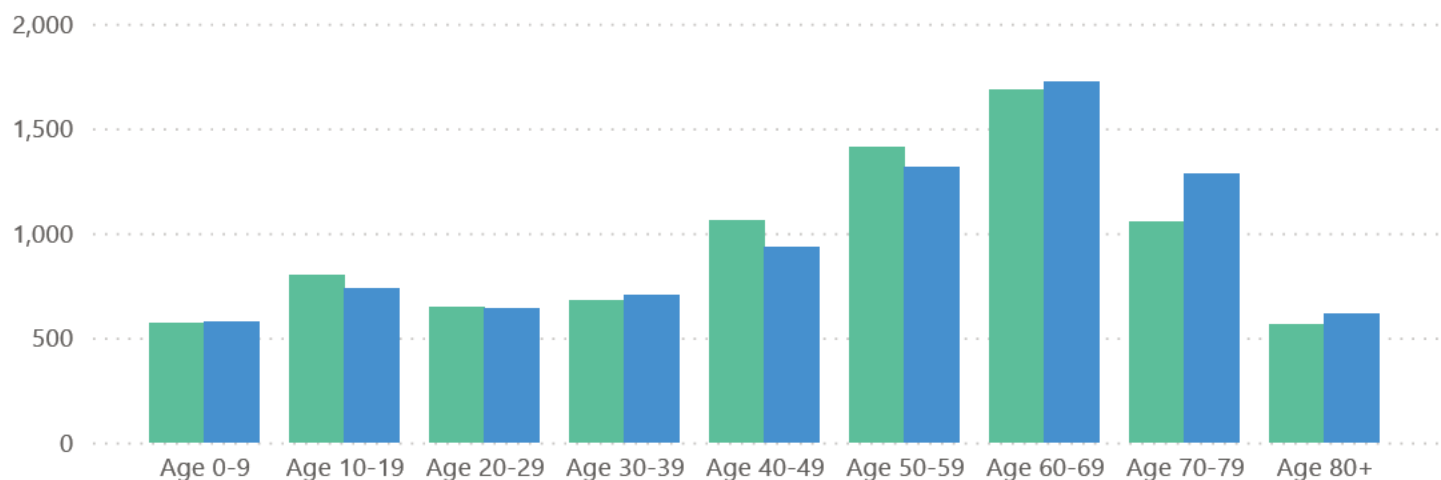


Figure 4 - Population by Age Group from 2016 to 2021. Source: Statistics Canada

Municipal Profile - Highlights

Population Comparison

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

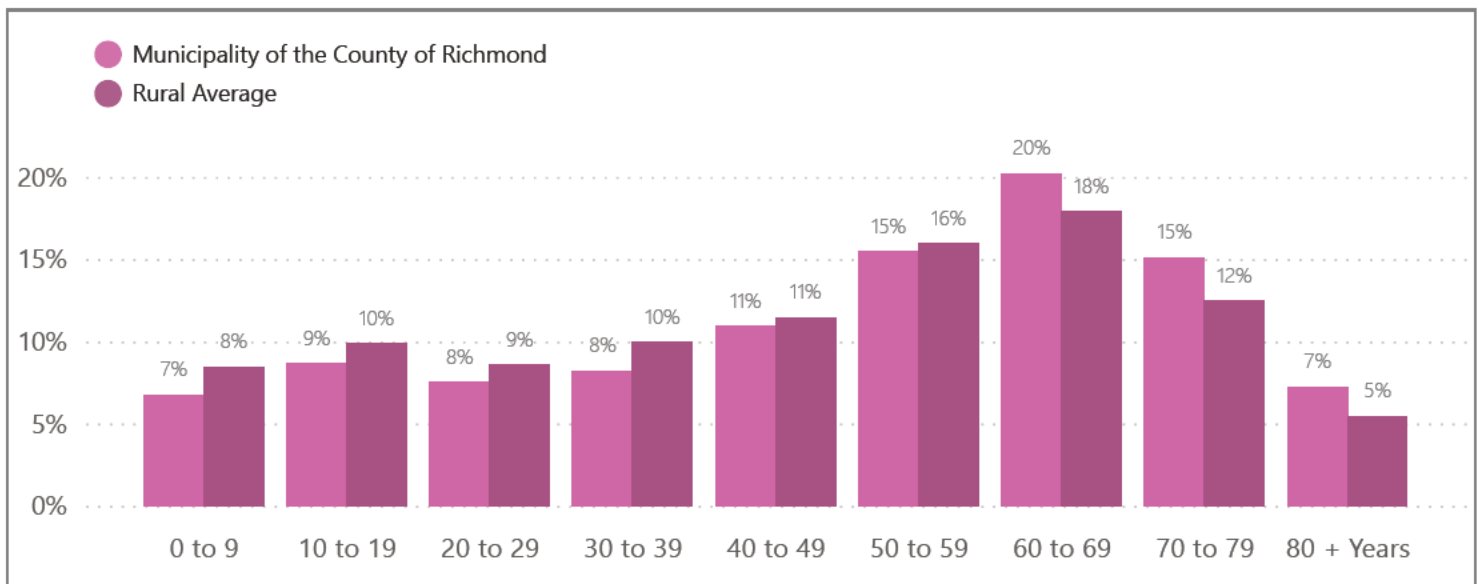


Figure 5 - Population by Age Group. Source: Statistics Canada

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

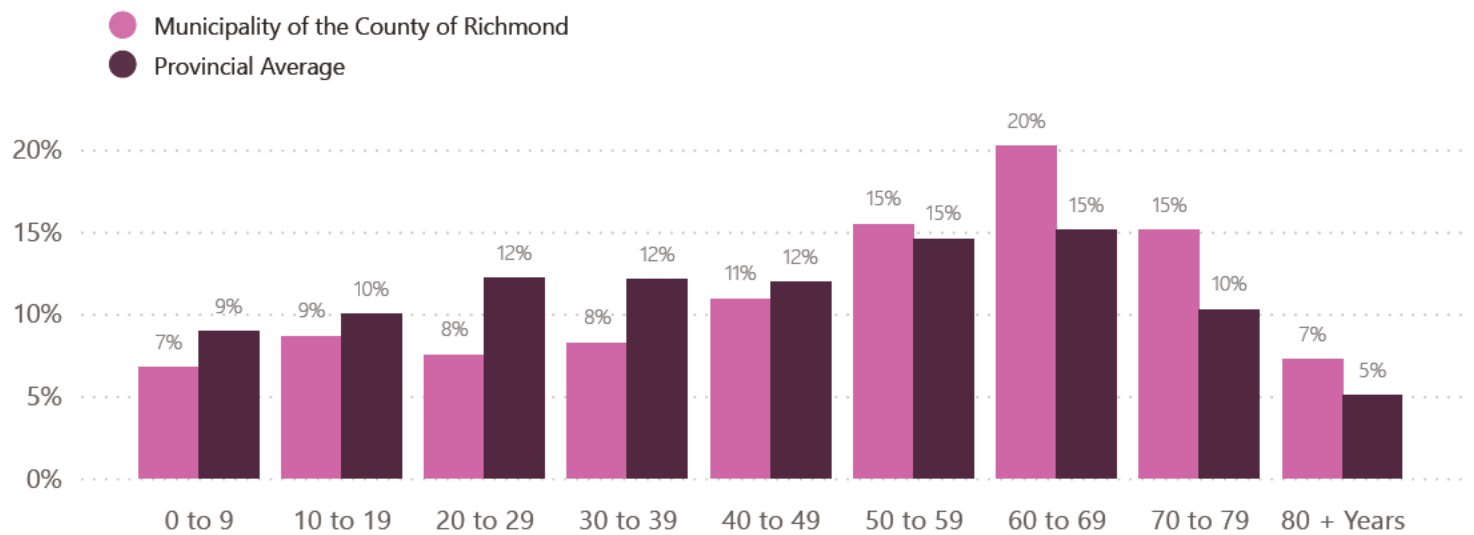


Figure 6 - Population by Age Group. Source: Statistics Canada

Municipal Profile - Highlights

Age Group Comparison

Population Age Groups

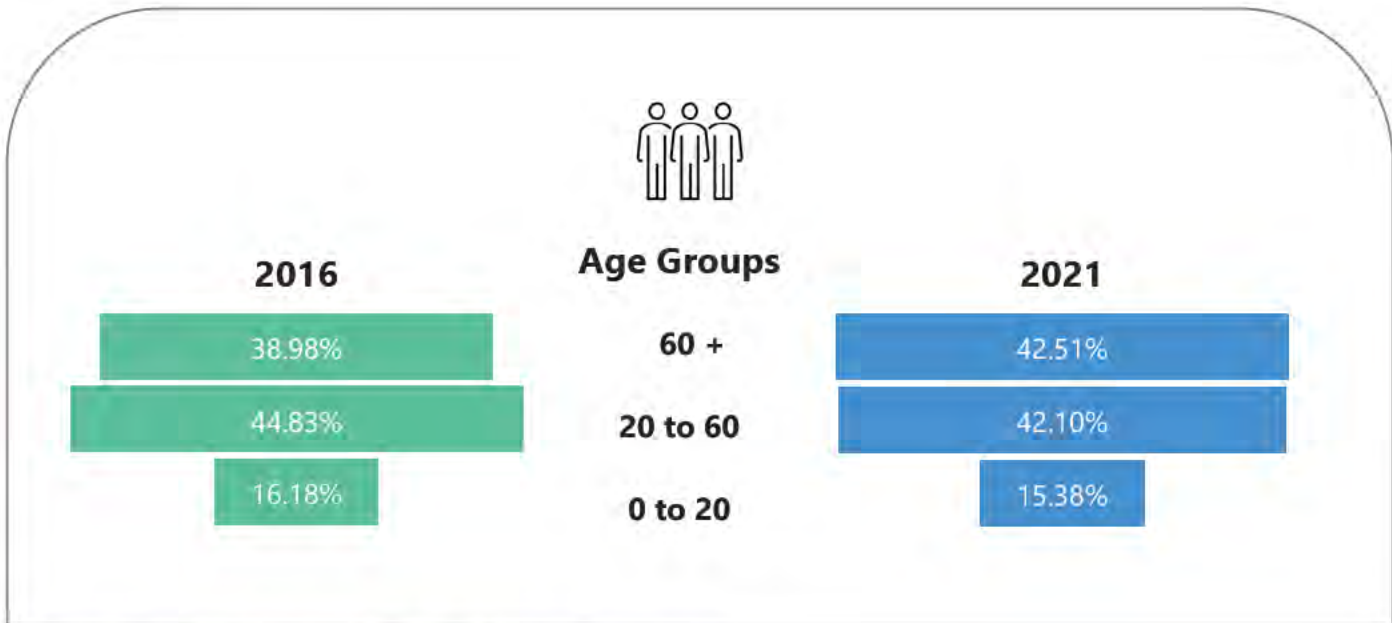


Figure 7 - Population by Age Group 2016 vs 2021. Source: Statistics Canada

Generational Groups

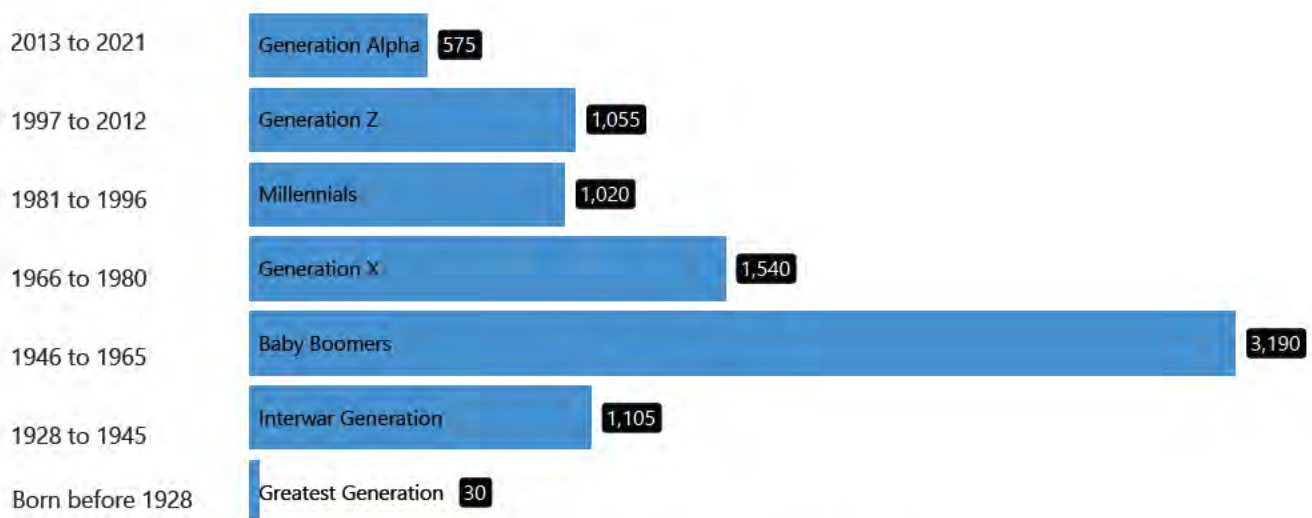


Figure 8 - Population by Generation for 2021 (rounded to nearest five). Source: Statistics Canada

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. The educational level noted in the chart below represents the percentage of population, aged 15 and over, who have education beyond a high school diploma.

	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.

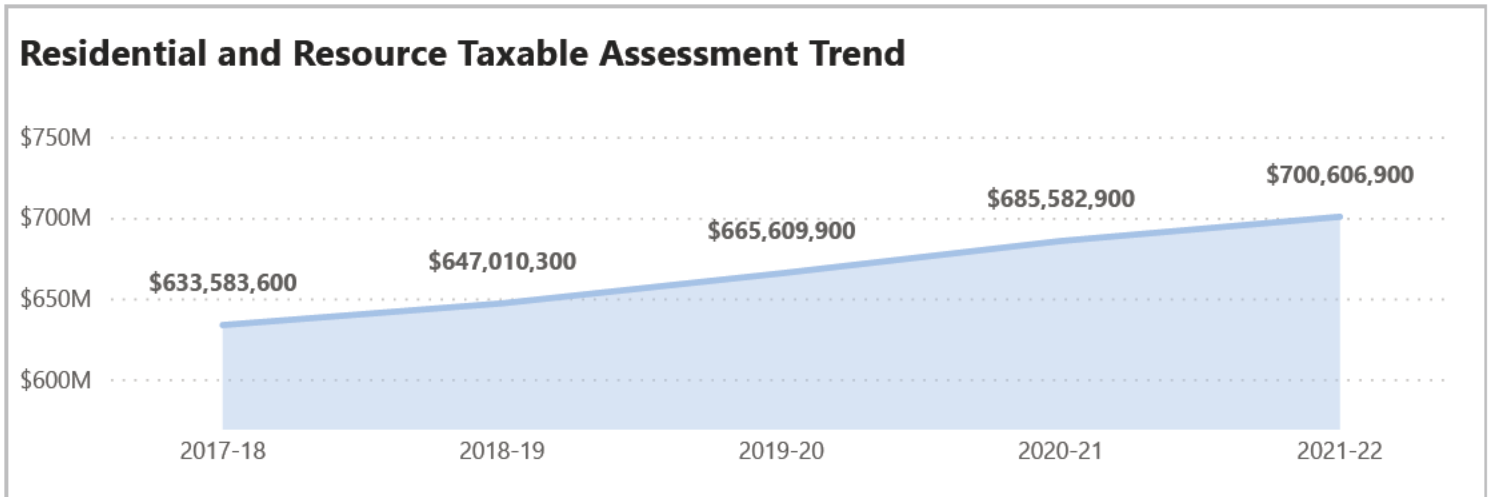


Figure 10 - Residential taxable assessment over the last five years. Source: 2017-18 to 2021-22 Statement of Estimates - Assessment

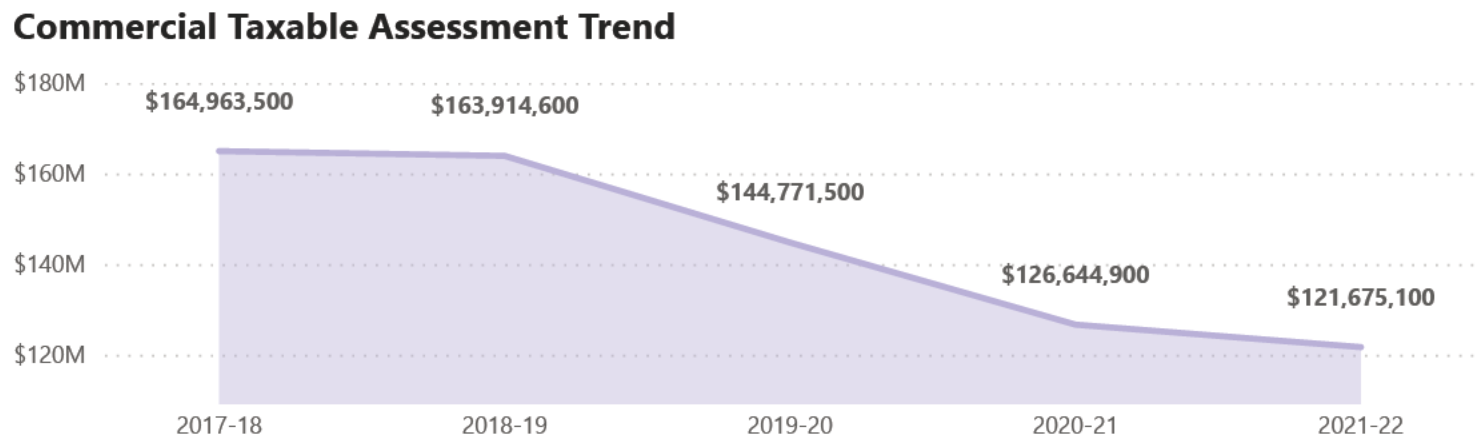


Figure 11 - Commercial taxable assessment over the last five years. Source: 2017-18 to 2021-22 Statement of Estimates - Assessment

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 e cluding 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: 87%

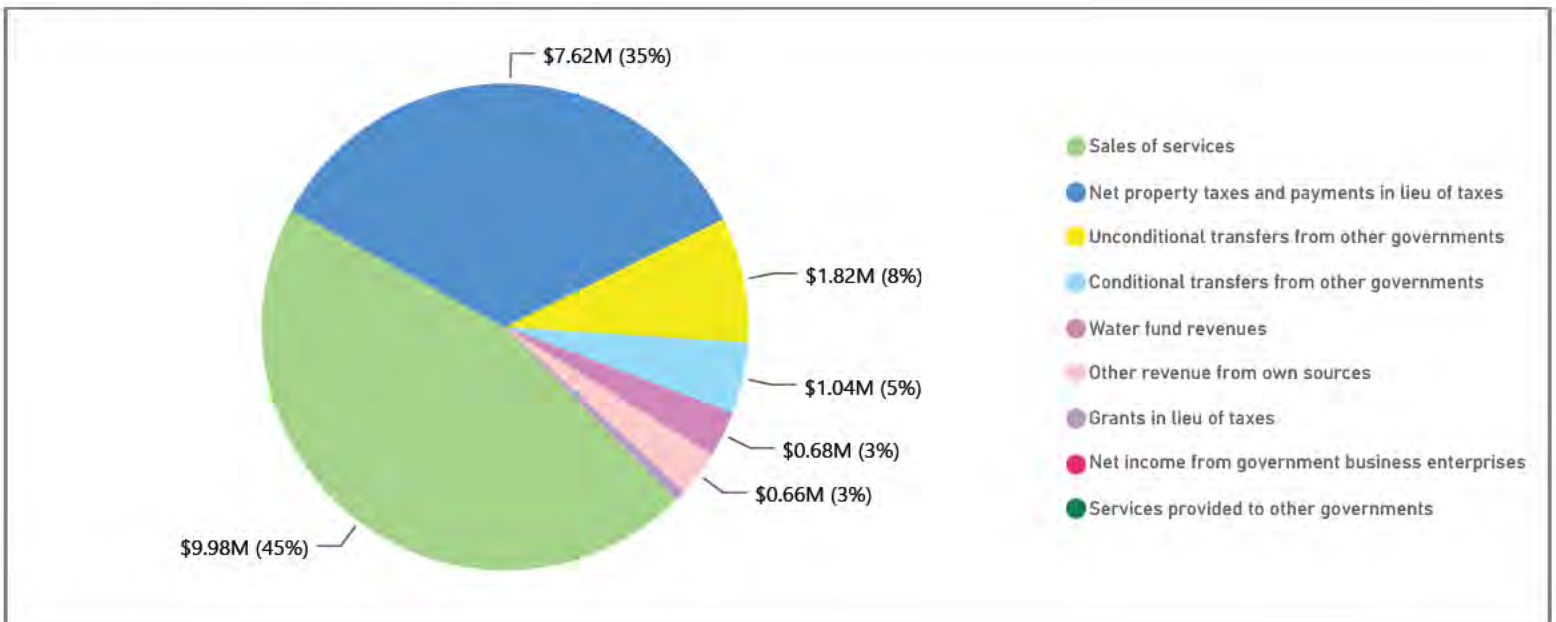
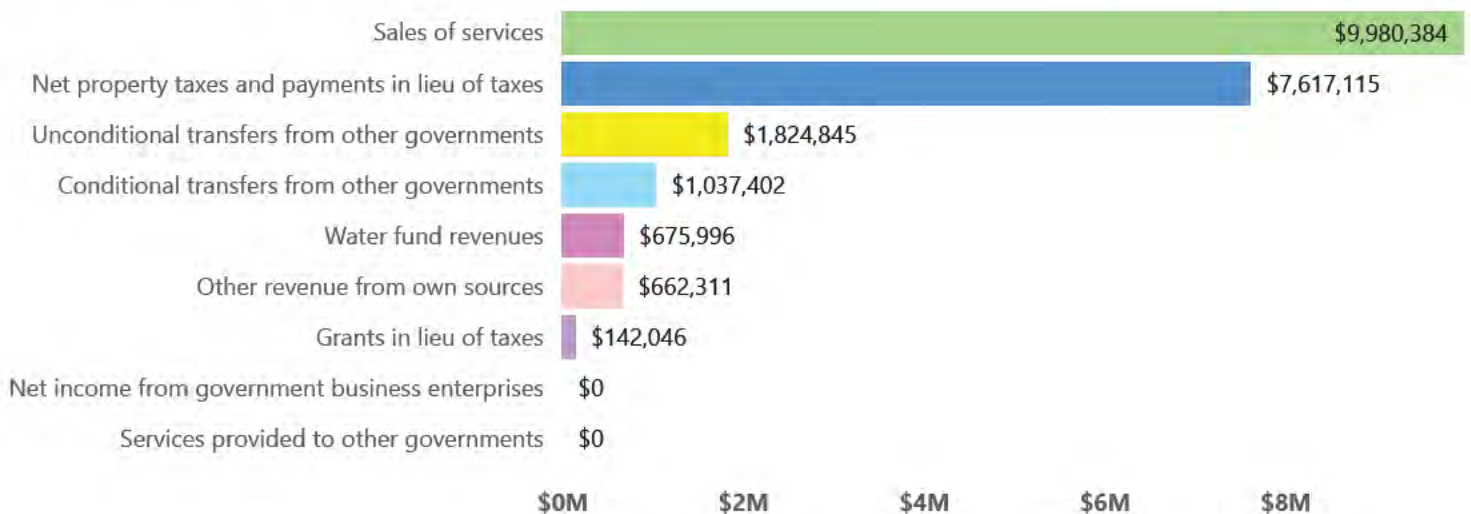


Figure 11 Consolidated Revenue Source: 2021-22 Financial Information Return

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%

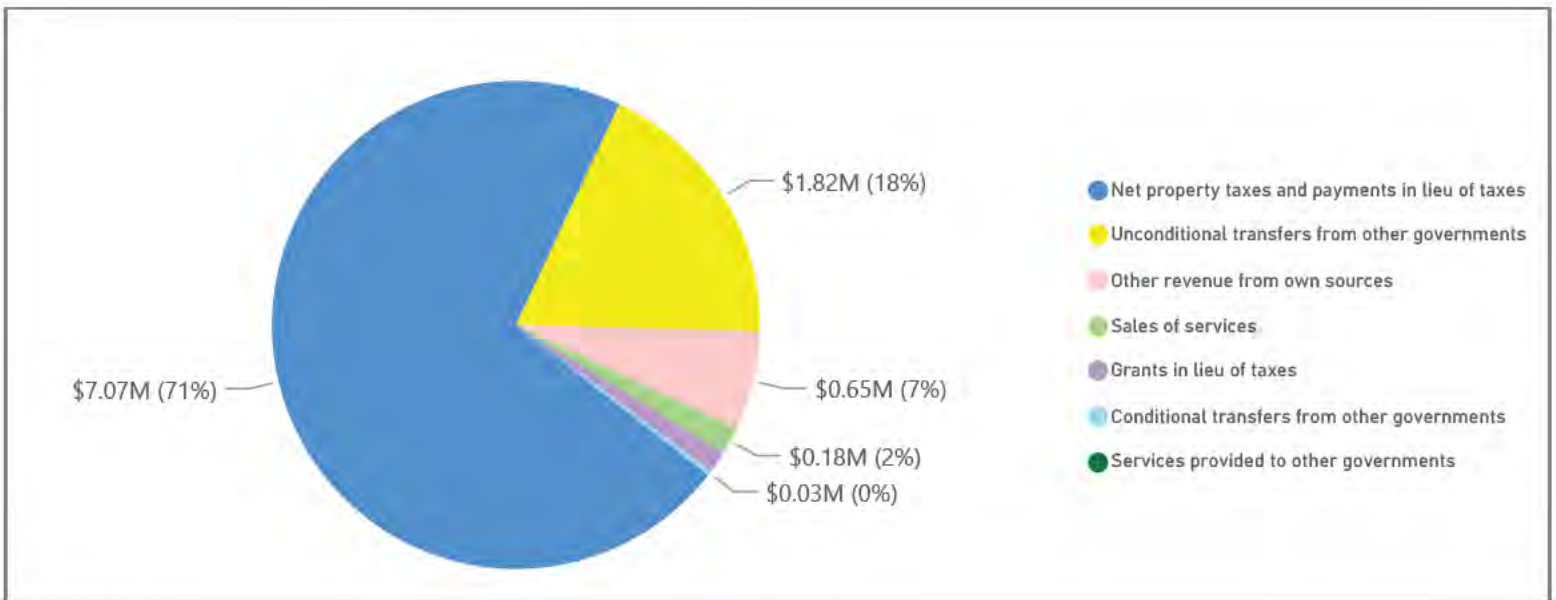
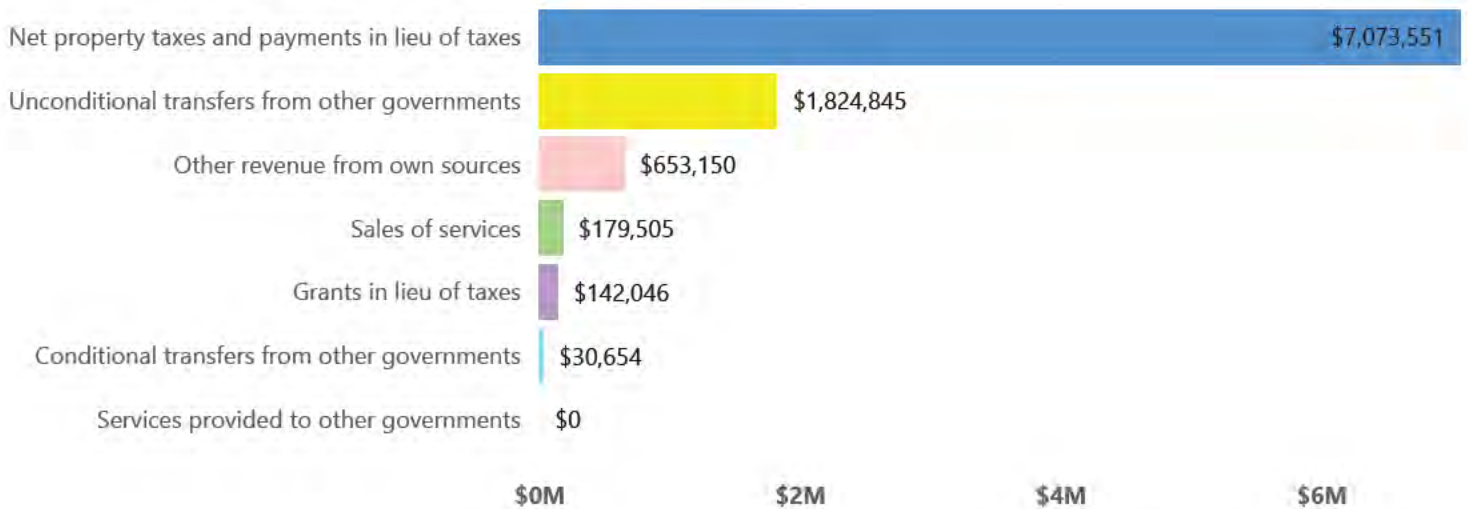


Figure 12 - General Operating Fund Revenue: 2021-22 Financial Information Return

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

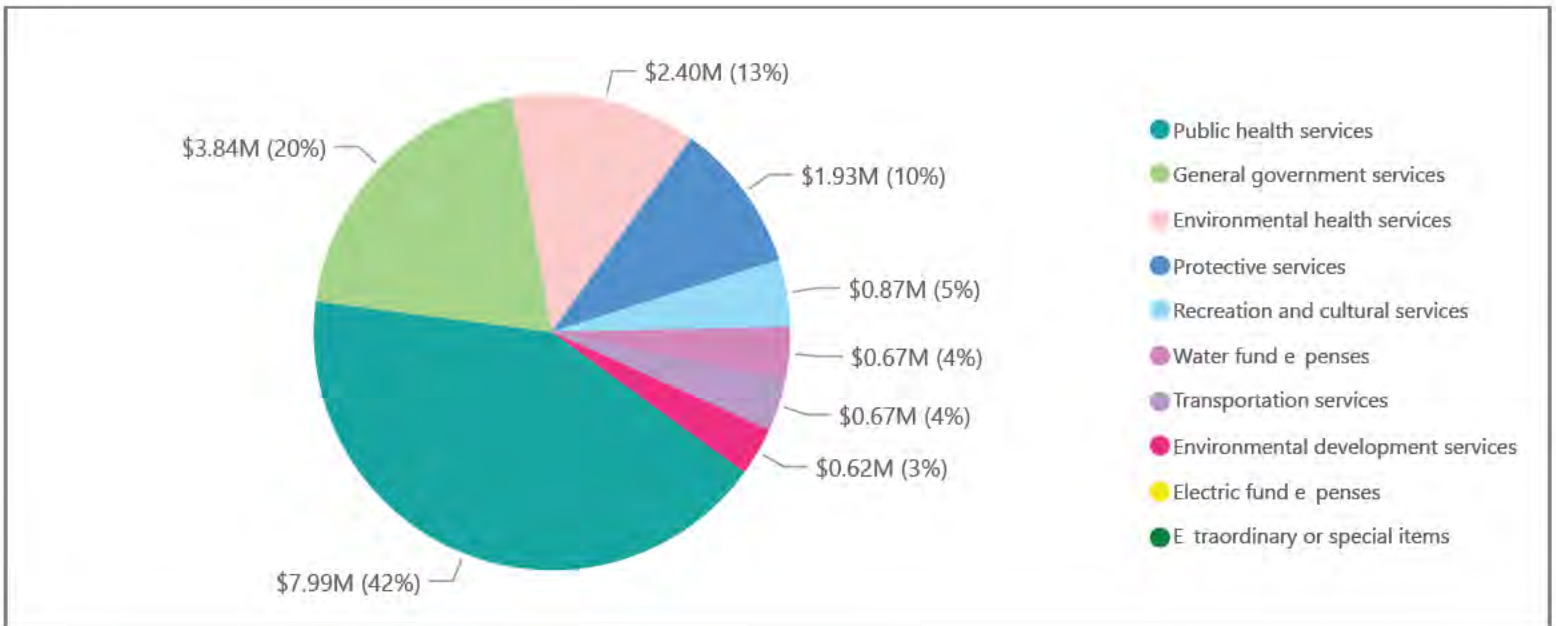
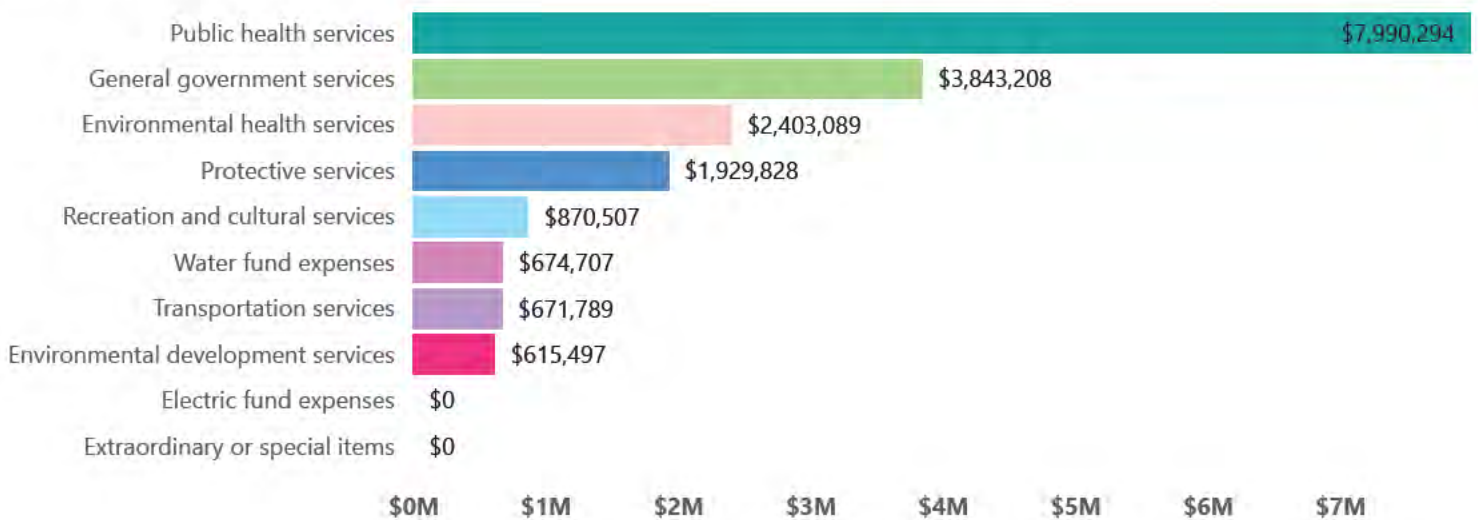


Figure 13 - Consolidated Expenses Source: 2021-22 Financial Information Return

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%

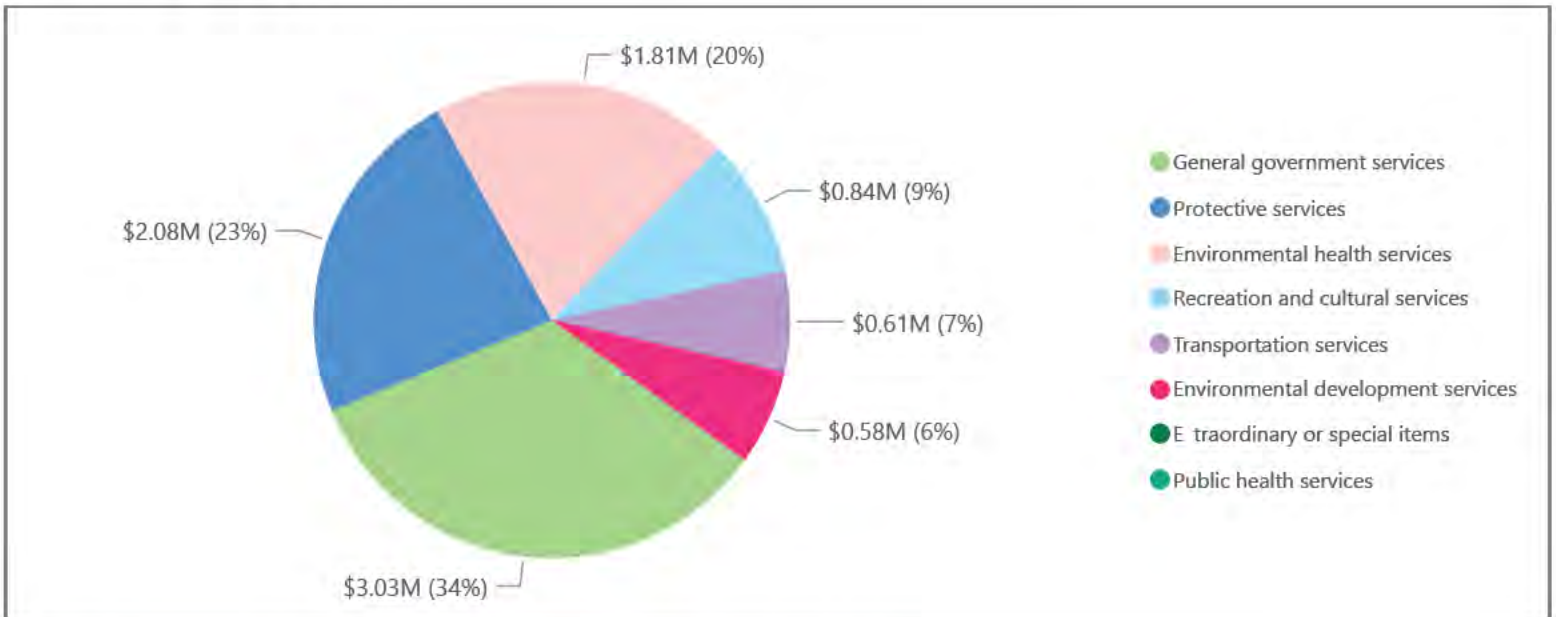
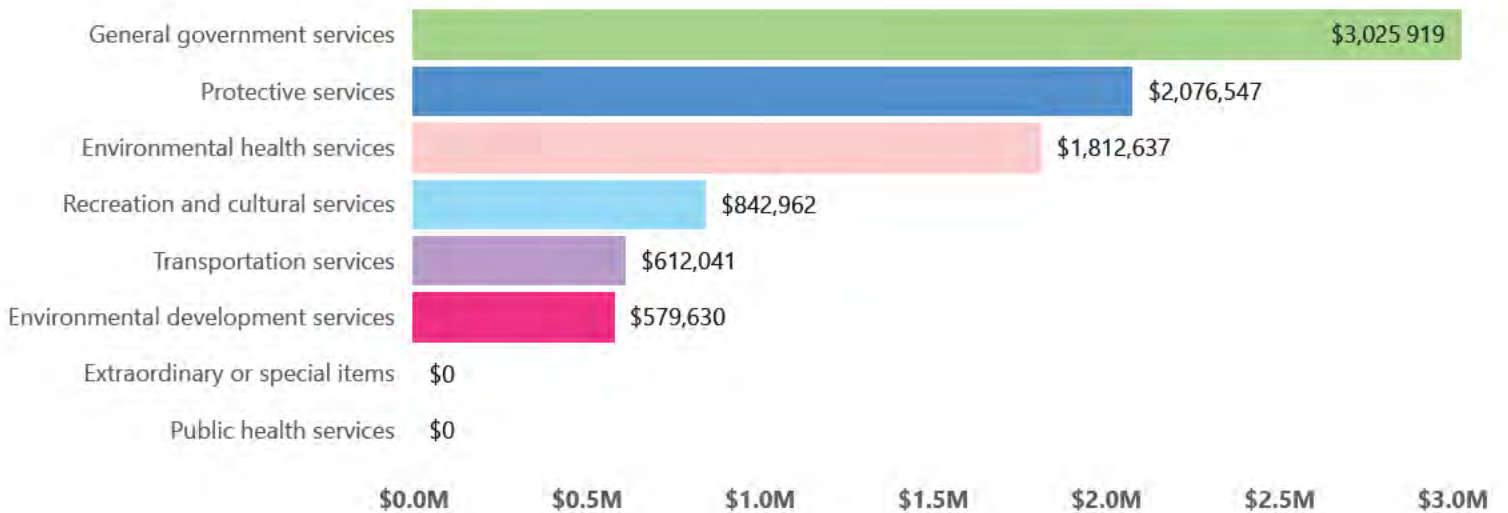


Figure 14 - General Operating Fund Expenses: 2021-22 Financial Information Return

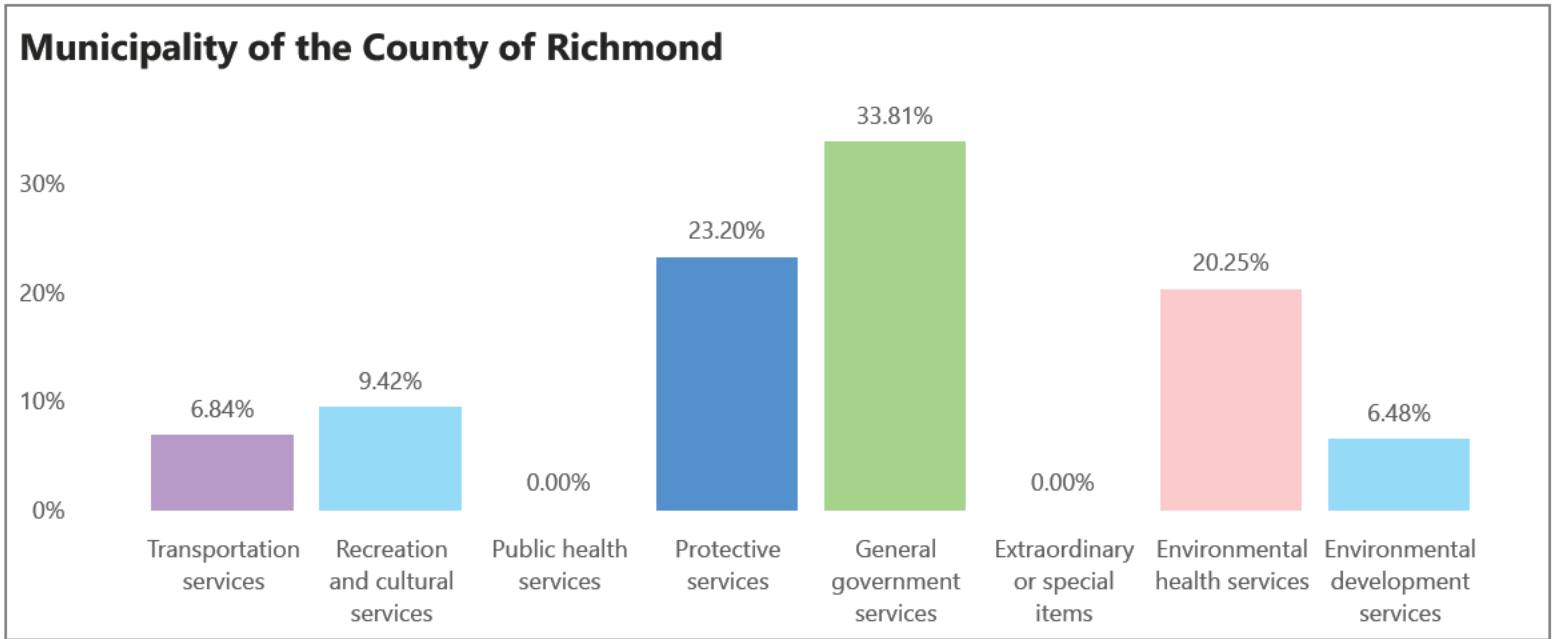
The graph above and table below show the Municipality's general operating fund expenses divided into categories.

General Operating Expenses

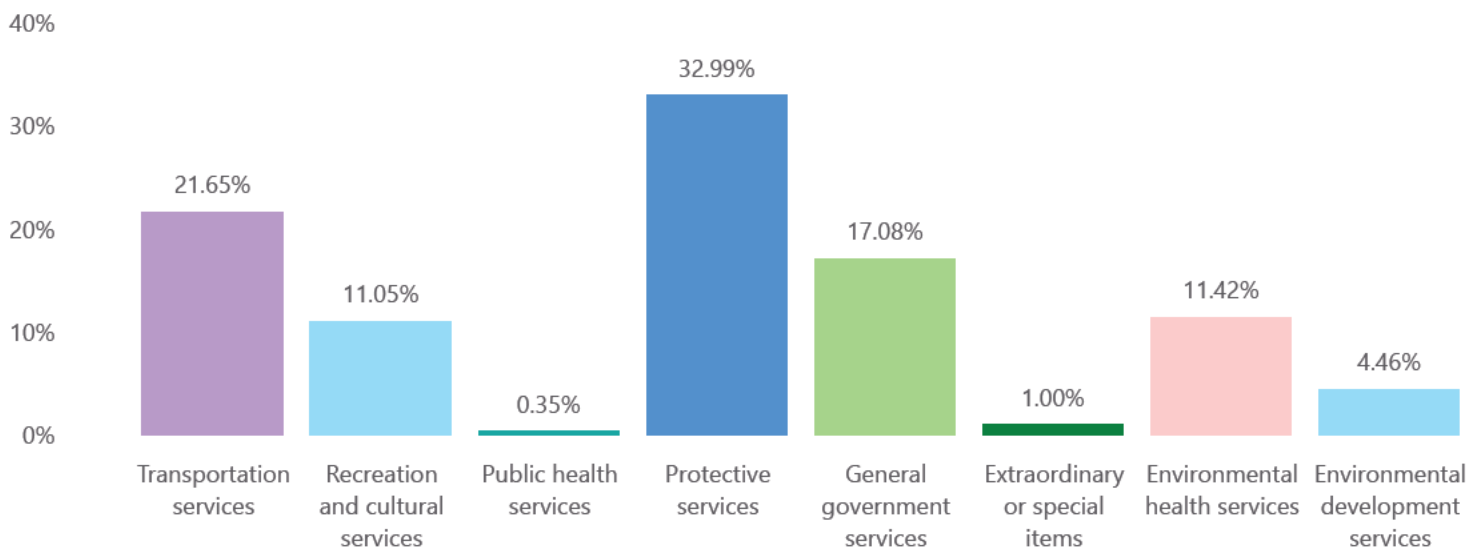


2021-22 General Operating Expenses Comparison to the Provincial Average

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



Provincial Average



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

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

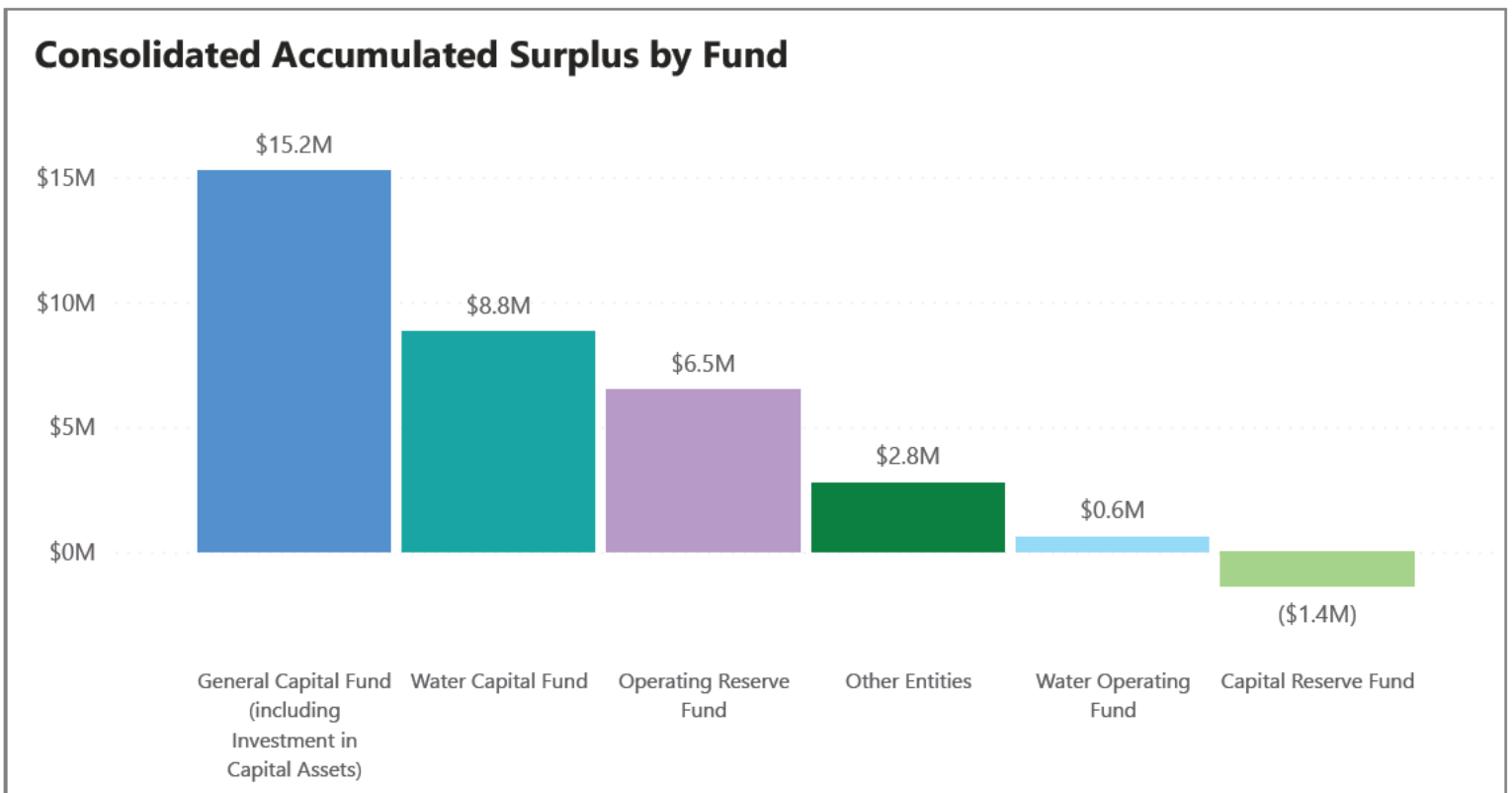


Figure 16 - Consolidated Accumulated Surplus by Fund. Source: 2021-22 Financial Information Return

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

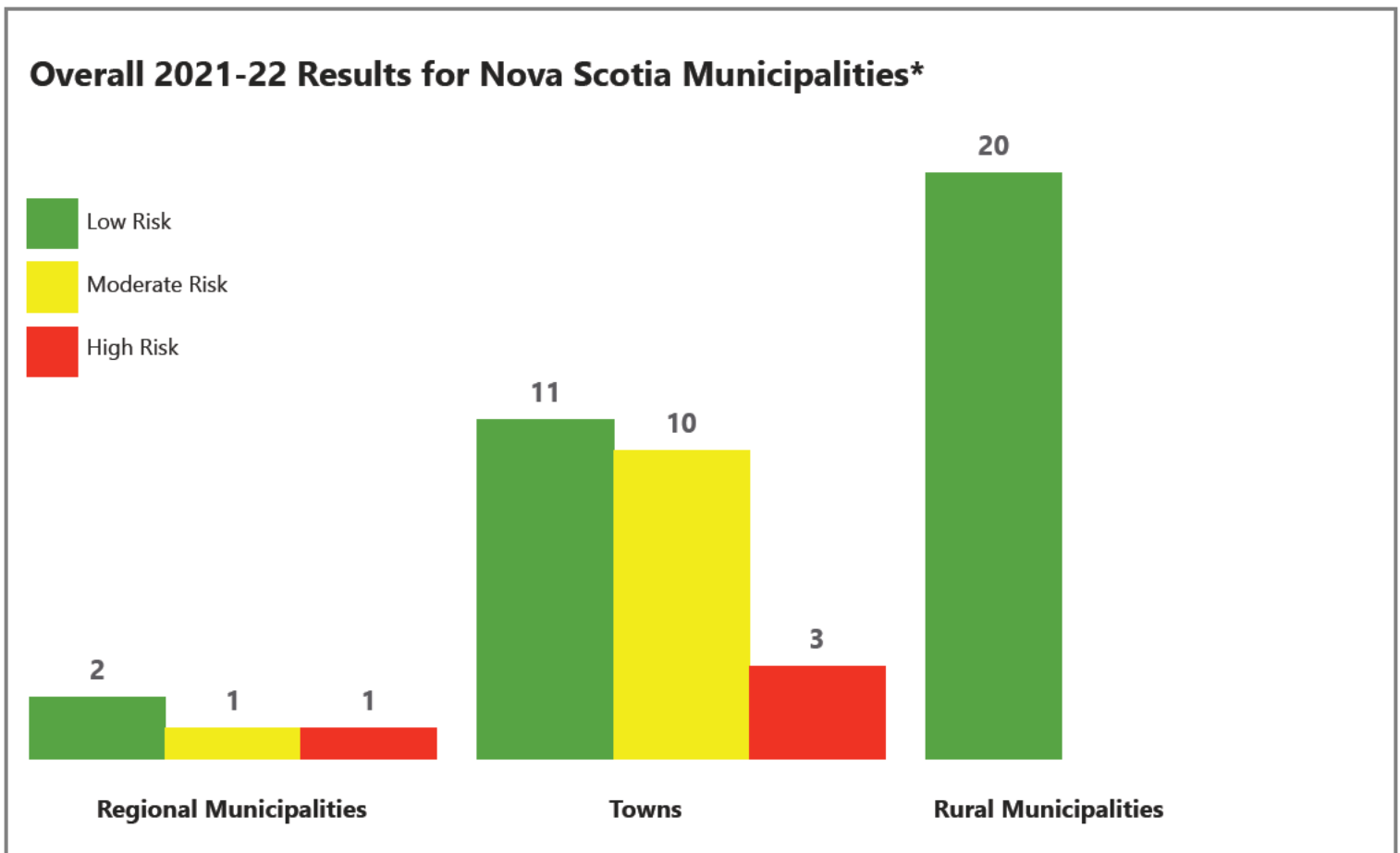
Overall Assessment for: Municipality of the County of Richmond

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.

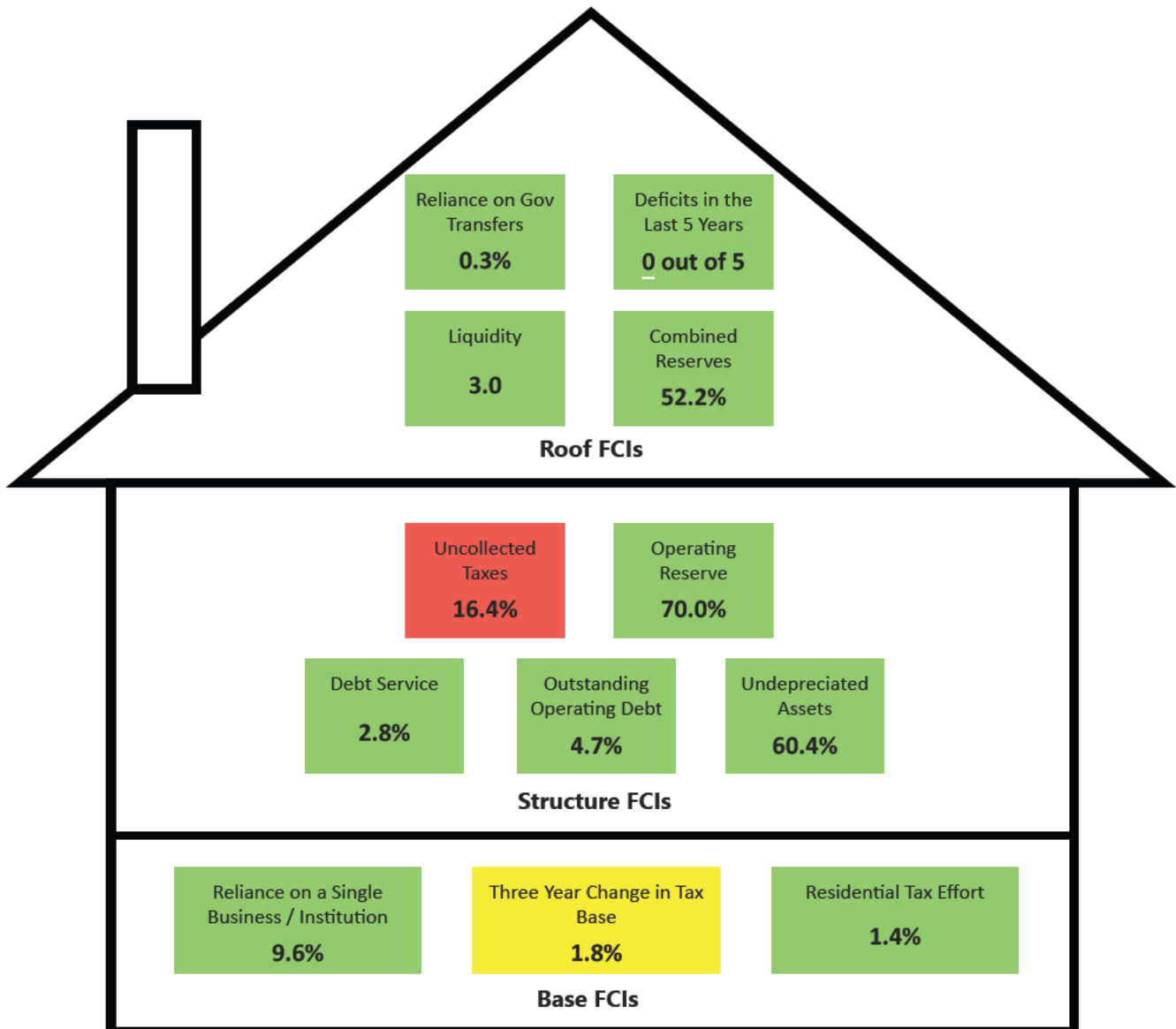
As shown in the House model below, the Municipality of the County of Richmond's FCIs are comprised of:

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%.
 Page 152 of 237 Move Up = Press ctrl and home keys

Base FCI Indicator - Municipal Revenue Dimension

Reliance on a Single Business or Institution

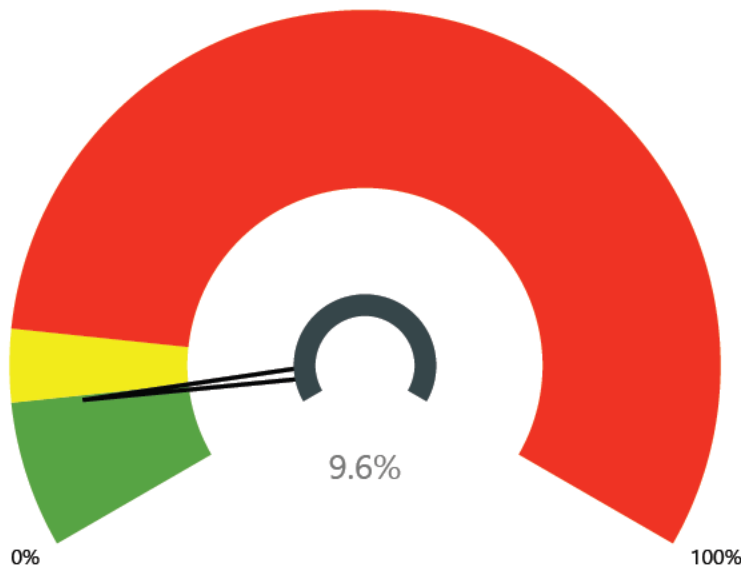
2021-22 Results: **Low Risk 9.6 %**

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

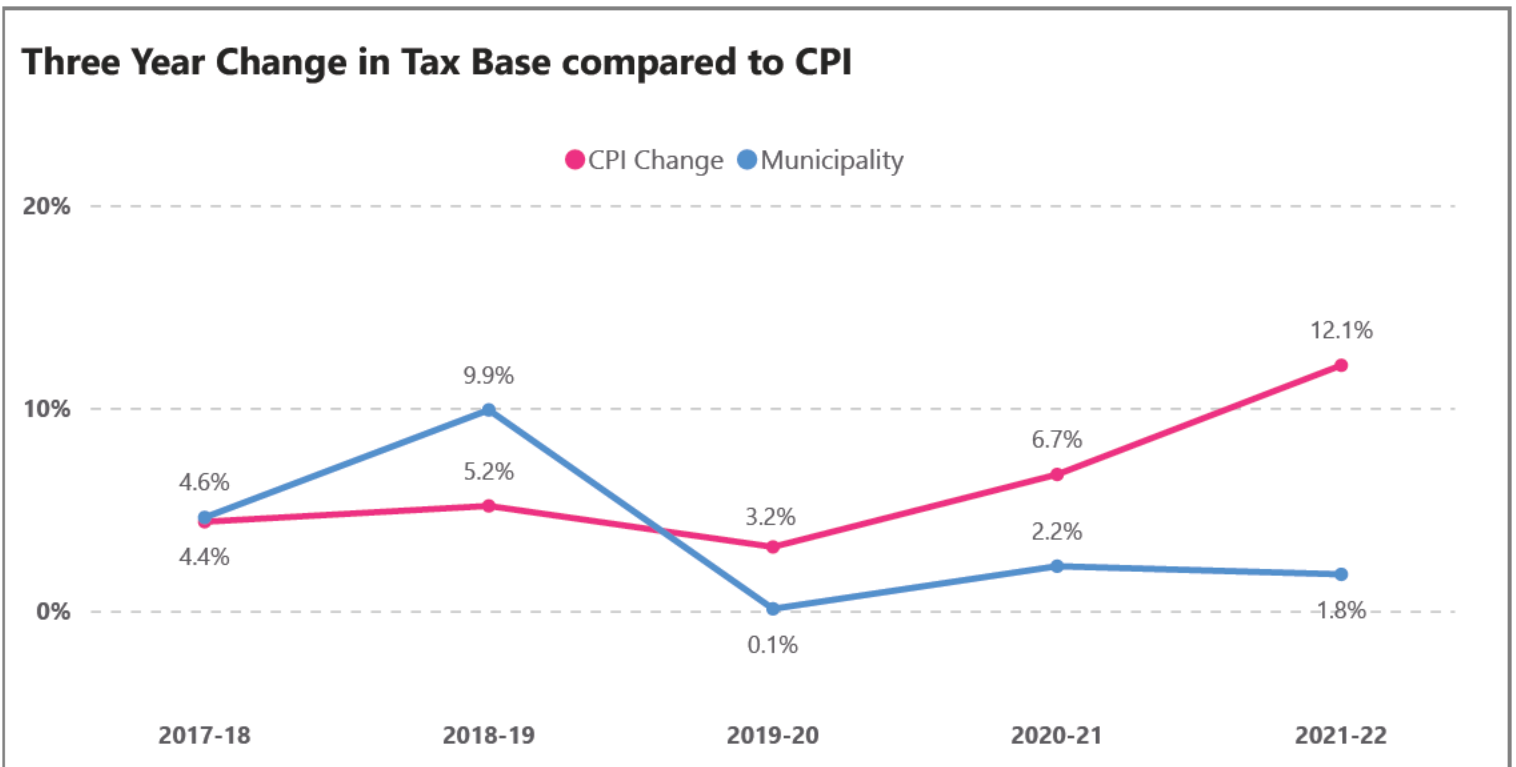


Figure 17 - Three-year change in Uniform Assessment in comparison to three-year change in CPI for the last 5 years.
Source: Statement of Estimates Assessment and Statistics Canada

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.

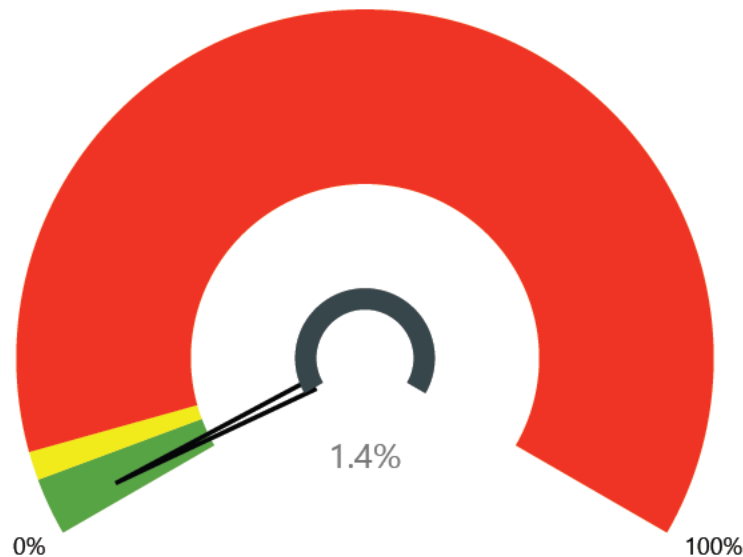
What does it mean? The Municipality has some flexibility to increase the taxes, if required.

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

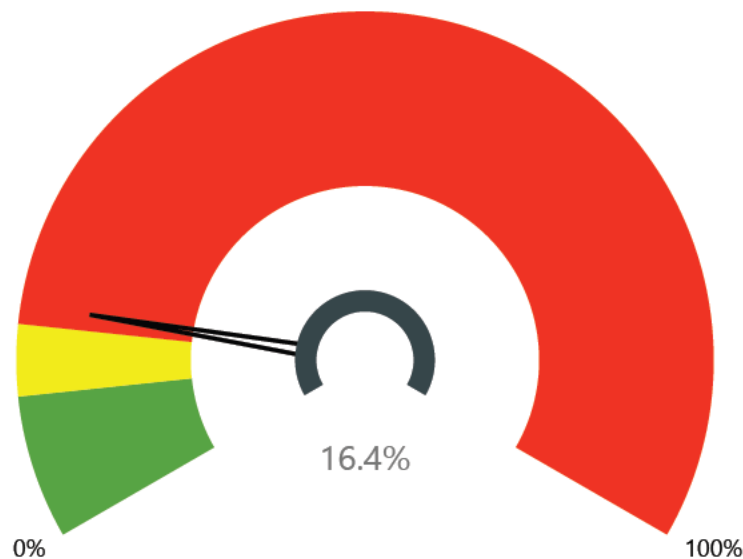
Uncollected Taxes

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

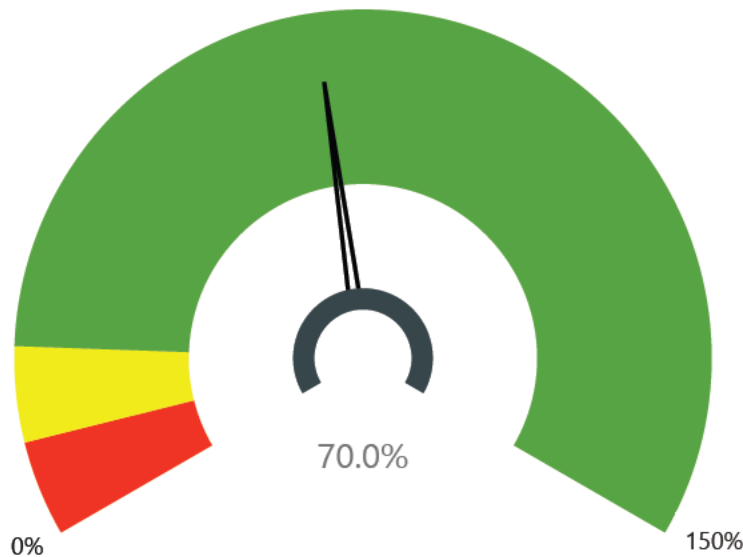
2021-22 Results: **Low Risk 70.0 %**

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

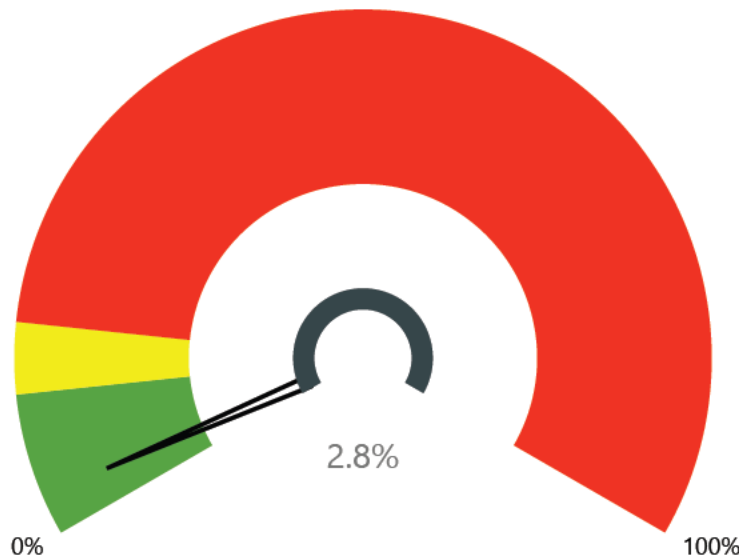
2021-22 Results: **Low Risk 2.8 %**

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

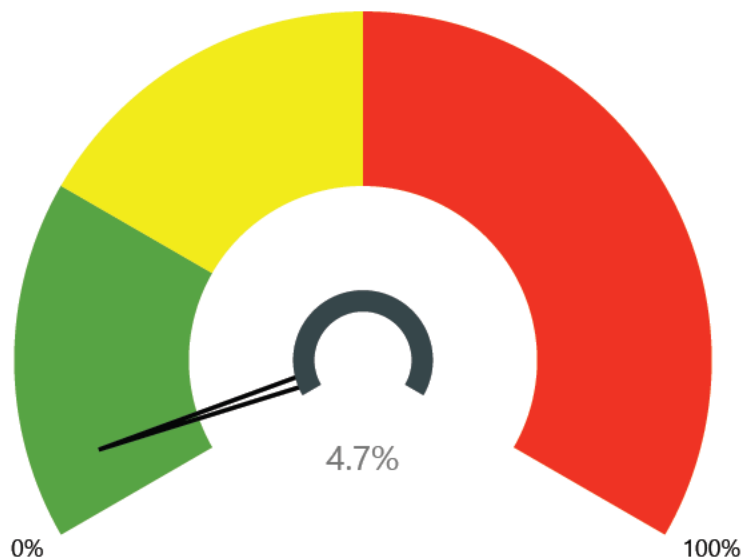
Outstanding Operating Debt

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.

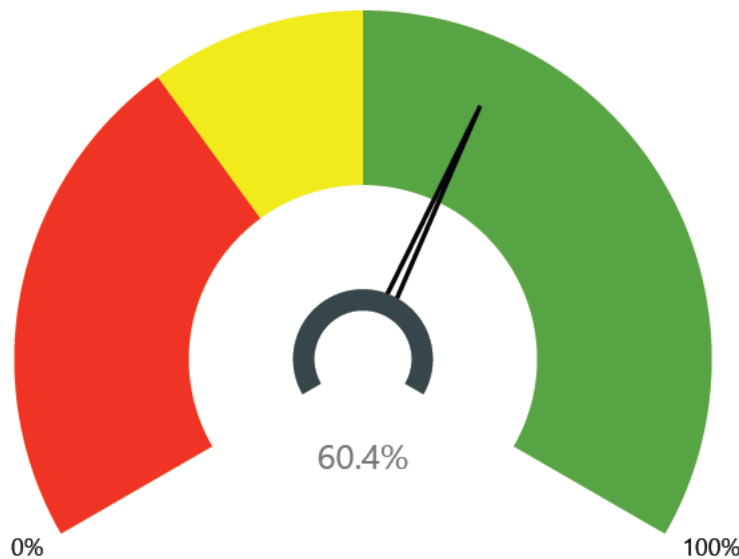
While this indicator provides an estimate of the useful life left in the Municipality/Town's recorded capital assets, it does not necessarily indicate the condition of those assets. For instance, some older assets could still be in good working condition, while the opposite could also be true.

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

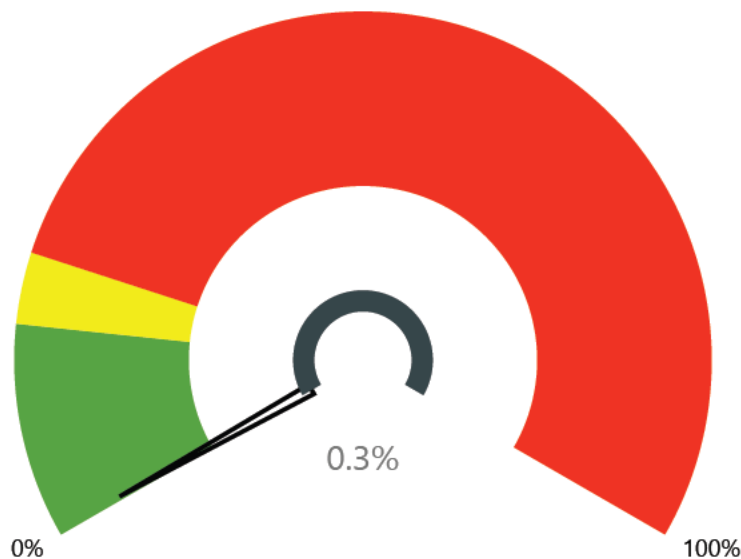
Reliance on Government Transfers

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)

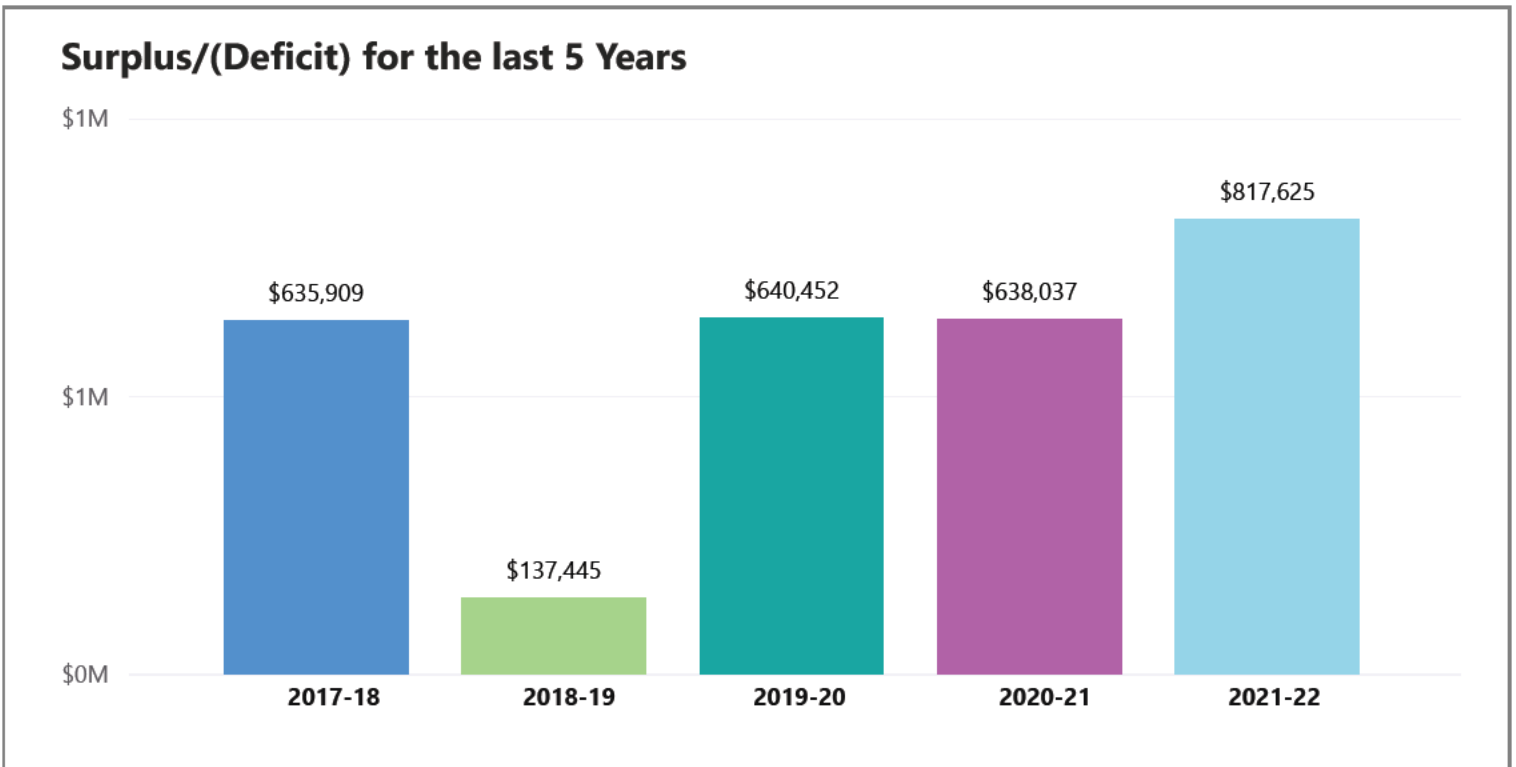


Figure 18 Annual operating fund surplus (deficit) for the last 5 years. Source: Financial Information Return

Roof (Key Performance) FCI Indicator - Overall Assessment Dimension

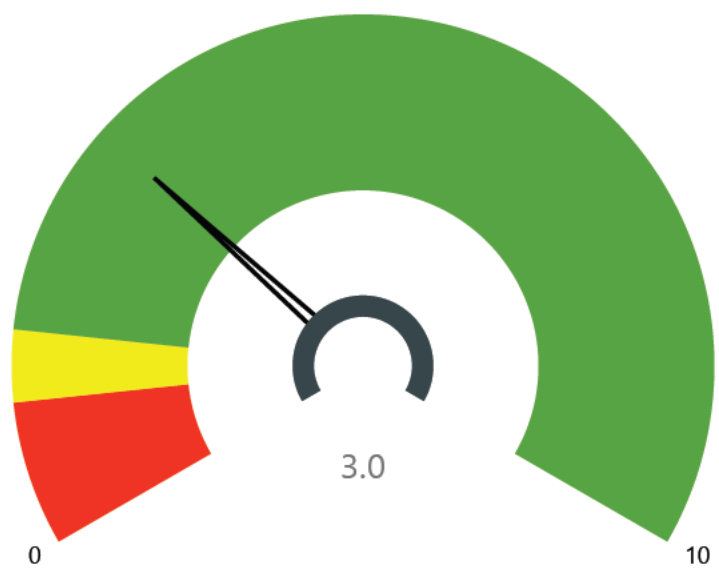
Liquidity

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

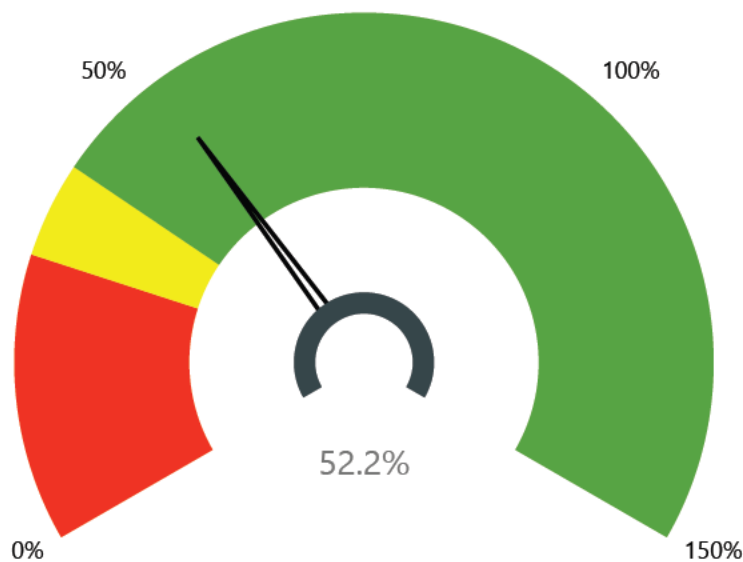
2021-22 Results: **Low Risk 52.2 %**

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.



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

Chief Financial Officer

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: Jim Davis, Interim CFO

DATE: April 4th 2024

RE: Type 3 – Recreation Sponsorship Grant

Dear CAO,

Attached is a grant application from the River Bourgeois Community Services Type 3 – Recreation Sponsorship Grant Funds in the amount of \$500. The application has not included a budget ,other financials are included and the application is otherwise complete and is ready to be addressed by Council.

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

Best Regards

JB

Jim Davis
Interim CFO



Grant/Funding Application

Organization Legal Name River Bourgeois Community Services	Contact Person Rose Merrick
Position in Organization Chair Person	Email [Redacted]
	Telephone [Redacted]
Mailing Address [Redacted]	
Signature Rose Merrick	Date March 12/24

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

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

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

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

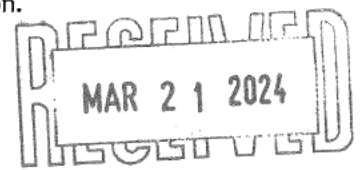
What you need to know before applying for funding

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

Please forward your applications to:

Jason Martell, Chief Financial Officer
P.O. Box 120, 2357 Highway 206,
Richmond, BC V6V 1A0
Move Up Press on and home keys
jmartell@richmondcounty.ca

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





Section C3 - SPONSORSHIPS - Maximum of \$500

Application checklist:

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year *we do not have a budget*

Overview of proposed sponsored event/activity

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

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

River Bourgeois Community Services is applying for a Type 3 Recreation Sponsorship Grant for our August 31, 2024, Community Festival Dance, featuring the local band, Beech Hill. Your support will nurture our local music scene. The dance is expected to draw crowds, strengthening our community and economy. The grant's funds will be directed towards band expenses. Volunteer dedication, local business backing, and Richmond Municipality support are crucial. Partnering with us demonstrates a commitment to local talent and community engagement. Join us in ensuring this year's event is unforgettable.

Event/Sponsorship budget

Cost of the event

Materials/Equipment	\$ 2,000.00
Registration	\$ 1,700.00
Other Costs	\$ 400.00
Specify: band/marketing/security	

TOTAL **\$ 4,100.00**

Financing the project/Other revenue

Organization/Individual costs	\$ 2,000.00
Other Sponsorships:	\$ 500.00
Other Funding (Specify):	
Funding requested from Municipality If approved, funds must be spent by March 31.	\$ 500.00

TOTAL **\$ 3,000.00**

Reg. Number

1283800

Reg. Name

RIVER BOURGEOIS COMMUNITY SERVICES SOCIETY

Type

Society

Status

Active

Effective Date

10-May-1985

Registered on

31-Oct-1978

Next Annual Return

31-Oct-2024

Addresses

Reg. Address

21 RECREATION RD, RIVER BOURGEOIS, NOVA SCOTIA, B0E 2X0, CANADA

River Bourgeois Community Services Society
Balance Sheet As at 31/12/2023

ASSET

CURRENT ASSET

Cash on Hand		634.00
CU Preferred Shares 65220-07-8		10.00
CU Surplus Equity Shares 65220-08-8		18.71
CU Hall Savings 65220-01-8		30,410.63
CU Main Chequing 65220-10-8		12,310.13
CU Chase the Ace Savings 65220-22-8		22.31
CU Cenotaph Esavings 65220-28-8		2,510.08
CU Tara Lynne Sur.Eq.Sh 66177-08-9		0.09
CU Youth Comm. Cheq. 66177-10-9		49,920.84
HST Receivable		9,532.99
TOTAL CURRENT ASSETS		<u>105,369.78</u>

FIXED ASSETS

Tara Lynne Community Centre Renovations 1998	305,168.03	
	<u>98,838.10</u>	
Tara Lynne Community Center - Net Furniture & Fixtures		404,006.13
Funeral Home & Lot		55,913.20
Land		90,900.00
Lighthouse 2003		5,500.00
Cenotaph 2008	16,647.31	17,174.39
Cenotaph 2009	<u>4,856.41</u>	
Cenotaph - Net		21,503.72
Senior's 50+ Club Building		112,800.00
TOTAL FIXED ASSETS		<u>707,797.44</u>

TOTAL ASSET 813,167.22

LIABILITY

CURRENT LIABILITIES

Accounts Payable		573.39
TOTAL CURRENT LIABILITIES		<u>573.39</u>

TOTAL LIABILITY 573.39

EQUITY

EQUITY

Investment in Capital Assets		664,570.60
Retained Earnings		262,351.62
Current Earnings		-114,328.39
TOTAL EQUITY		<u>812,593.83</u>

TOTAL EQUITY 812,593.83

LIABILITIES AND EQUITY 813,167.22

River Bourgeois Community Services Society
Income Statement 01/01/2023 to 31/12/2023

REVENUE

OTHER REVENUE

Festival Donations		2,400.00
Festival Revenue		12,368.80
Cafe Revenue-Chase the Ace		13,624.15
Chase the Ace		29,635.00
Refunds/Rebates		100.07
Funeral Home Donations	2,105.00	
Funeral Home Rentals	2,400.00	
Funeral Home Revenue		4,505.00
Interest/Dividend Revenue		284.51
Hall Donations Revenue	2,868.61	
Hall Rental Revenue	2,173.00	
Bar Revenue	3,083.55	
Hall Revenue		8,125.16
Senior's 50+ Club - Lease & Insur.		1,256.00
Mun. County Of Richmond Grants		5,000.00
Provincial Grants		29,000.00
Summer Workers Grants		4,319.00
Other/Special Function Revenue		221.52
TOTAL OTHER REVENUE		<u>110,839.21</u>

TOTAL REVENUE

110,839.21

EXPENSE

BINGO EXPENSES

Alcohol & Gaming		257.58
TOTAL BINGO EXPENSE		<u>257.58</u>

FUNERAL HOME EXPENSE

FH Power Expense		1,354.01
FH Insurance Expense		1,003.00
FH Supplies Expense		53.79
FH Furniture & Equipment		300.99
FH Repairs & Maintenance		889.47
TOTAL FUNERAL HOME EXPENSE		<u>3,601.26</u>

Printed On: 08/03/2024

River Bourgeois Community Services Society
Income Statement 01/01/2023 to 31/12/2023

HALL EXPENSE

Janitor Expense	3,430.45
Phone Expense	347.88
Furnace/WaterHeater Oil	340.82
Power Expense	7,035.59
Plowing & Sanding Expense	728.75
Alarm System Expense	232.20
Repairs & Maintenance	61,502.04
Hall Supplies Expense	1,972.87
Mowing Expenses	568.60
Bar Expenses	2,498.67
Internet Expenses	191.27
Hall Supplies-Kitchen	944.05
TOTAL HALL EXPENSE	<u>79,793.19</u>

OTHER EXPENSE

Chase the Ace Expense	17,538.58
Office Expense & Bank Charges	1,002.33
Accounting and Legal	550.00
Ballfield/Canteen Building Expense	93,793.05
Staff Expenses	4,575.92
Insurance Expense	10,417.37
Seniors Building Insurance Expense	1,255.00
Cenotaph Site Imp. Expenses	89.73
Cenotaph Expenses	89.73
Festival Expense	2,925.14
Canteen Expense	33.69
Canteen Expenses	33.69
Cafe Expense-Chase the Ace	4,403.47
Donations Expense	648.00
Fundraising Expense	389.15
Lighthouse Insurance Expense	317.00
Dues Fees & License	339.29
Other/Special Function Expense	2,933.99
Honorariums, Gifts, etc.	303.86
TOTAL OTHER EXPENSE	<u>141,515.57</u>

Printed On: 08/03/2024

River Bourgeois Community Services Society
Income Statement 01/01/2023 to 31/12/2023

TOTAL EXPENSE	<u>225,167.60</u>
NET INCOME	<u><u>-114,328.39</u></u>

Printed On: 08/03/2024



River Bourgeois Community Services Society

21 Recreation Rd. PO Box 56

River Bourgeois, NS B0E 2X0

Phone: 535-3085

River Bourgeois Community Service Society Board of Directors elected on March 16th, 2023 at the Annual Meeting

President Rose Merrick [REDACTED]

Secretary Donna Babin & [REDACTED]

Treasurer Kathryn Groves [REDACTED]

Past President Sharon Chilvers [REDACTED]

Members at large:

Marc Touesnard [REDACTED]

Paul Martell 33 R [REDACTED]

Carolyn Fougere [REDACTED]

Connie Stewart 4 [REDACTED]

Tracy Samson Smith [REDACTED]

Doreen Boudreau [REDACTED]

Wayne Bona [REDACTED]

Heidi LeRoux [REDACTED]



River Bourgeois Community Services Society

21 Recreation Rd. PO Box 56
River Bourgeois, NS B0E 2X0
Phone: 535-3085

March 10th, 2024

**TO: Jason Martell
Chief Financial Officer**

River Bourgeois Community Service Society Financial Report Information:

The \$49, 920.84 funds belong to the Youth Committee and are designated for the children's playground expansion which will be completed this spring.

The \$30,410.63 funds, \$10,000 is designated towards the balance (along with a grant of \$25,000 yet to be received) to complete the cost of installing Solar Panels on the Tara Lynne Centre Building.

Thanks

A handwritten signature in cursive script that reads "Rose Merrick".

**Rose Merrick
President**





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



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 [REDACTED]	Telephone [REDACTED]	
Mailing Address [REDACTED]			
Signature <i>Dorothy R Barnard</i>		Date April 2, 2024	

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

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

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

Type 1	Infrastructure	<input type="checkbox"/>
Only complete Section A (page 2)		
Type 2	Start-up Activity	<input checked="" type="checkbox"/>
Only complete Section B (page 3)		
Type 3	Recreation/Sponsorship	<input 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
Total:	\$71,000.00
Deficit:	\$66,815.00

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, [REDACTED]

Clair Rankin, [REDACTED]

Nicki MacKenzie, [REDACTED]

Sherry Sampson, [REDACTED]

Katie LeBlanc, [REDACTED]

Julia Burke, [REDACTED]

Dorothy R Barnard

RIVER ROOTS MARKET GARDEN SOCIETY

Profile Relationships Events (6)

Documents (13) Reports (4)

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 (SR368795)
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

1 - 5 of 11





Service Nova Scotia

Registry of Joint Stock Companies

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 columns for description and amount. Rows include Income (Membership fees, Fund raising, Other revenue), Expenditures (Administration, Education and training, Insurance, Professional fees, Salaries, Other expenditures), and Summary rows (Total Income, Total Expenditures, Net Surplus, Surplus beginning of year, Surplus end of year).

Auditor or Director: Sherry Sampson (signature)

Director: Dorothy Bernard (signature)

Sherry Sampson (name)

Dorothy Bernard (name)



Service Nova Scotia

Registry of Joint Stock Companies

Financial Reports
Societies Act
Page 2 of 2

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

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

Assets	20 24
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)

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

Financial Reports
Societies Act
Page 2 of 2

Registry of Joint Stock Companies

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. Values include 2023, 3,672, 0, and 3,672.

Auditor or Director: Sherry Sampson (signature) Director: Dorothy B. Barnard (signature)
Sherry Sampson (name) Dorothy Barnard (name)

Nova Scotia Registry of Joint Stock Companies, PO Box 1529, Halifax, NS, B3J 2Y4
Need help? Contact us at 902-424-7770 (toll-free in NS: 1-800-225-8227) or email at rjsc@novascotia.ca

Rev 02/16



Registry of Joint Stock Companies

Sherry Sampson

Date 15 February 2024

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

ITEM ADDED TO AGENDA

FOR MEETING OF MAY 27, 2024

SUBMITTED ON MAY 27, 2024, BY AMANDA MOMBOURQUETTE

1. **ITEM:** Correspondence Action Required: Lennox Place Limited

2. **BACKGROUND:**
 - (a) **Define/explain issue:** Letter from Rachelle Samson, Lennox Place Limited, regarding support for their proposal agreement with the Nova Scotia Affordable Housing Development Program to fund the conversion of a building into a 7-unit apartment building located at 818 Veterans Memorial Drive, Arichat. See message below.

 - (b) **Outcome Requested:** To have Council provide a letter of support in principal for the application, and further, to cover associated permitting fees up to \$10,000. We have mechanisms in place now with EDPC to support having the County cover such fees.

3. **STAFF COMMENTS:**

From: Rachele Samson <rachellesamson@hotmail.com>
Sent: Monday, May 27, 2024 10:54 AM
To: Shawn Samson <Shawn.Samson@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>; Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Cc: Denise Samson <denise@numeeroinc.com>; Herman Samson <hsamson@samsonboats.com>
Subject: 818 Veterans Memorial Dr Arichat - Affordable Housing

Some people who received this message don't often get email from rachellesamson@hotmail.com. [Learn why this is important](#)

Hi Shawn, Amanda and Troy,

Hope you all enjoyed the beautiful weather we had this weekend!

I am emailing with regards to our affordable housing project located at 818 Veterans Memorial Dr. Arichat.

Lennox Place Limited (In partnership with SRD International Limited) is finalizing their proposal agreement with the Nova Scotia Affordable Housing Development Program to fund the conversion of the building into a 7-unit apartment building.

Lennox Place will also be applying to CMHC through their Affordable Housing Fund to finance the project.

Both programs are asking if the Municipality is in support of this project and if they will be contributing in any way, such as waiving or reimbursing any development permits.

Is the Municipality able to:

- 1) Provide Lennox Place Limited with a letter of support for the project
- 2) Waive or reimburse Lennox Place Limited for any upcoming permit fees.

We look forward to hearing from you.

Warm regards,
Rachele Samson
(902) 631-3762

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 5/1/2024 5/31/2024
 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
25462	02488	DILLON CONSULTING	5/7/2024	GENERAL	PMCHQ00002212	\$ 11,851.93
25463	03123	PETER COVIN'S CONTRACTING LTD.	5/7/2024	GENERAL	PMCHQ00002212	\$ 2,788.75
25464	11208	MORRISON, STACEY	5/7/2024	GENERAL	PMCHQ00002212	\$ 19.62
25465	13776	WATERFORD ENERGY SERVICES INC	5/7/2024	GENERAL	PMCHQ00002212	\$ 13,342.88
25466	15650	LUDDINGTON, KRISTA	5/7/2024	GENERAL	PMCHQ00002212	\$ 1,725.00
25467	35289	GENO POLEGATO TRUCKING	5/7/2024	GENERAL	PMCHQ00002212	\$ 5,280.16
25468	48380	SBD TECHNOLOGY INNOVATORS INC.	5/7/2024	GENERAL	PMCHQ00002212	\$ 213.65
25469	25048	AGAT LABORATORIES	5/7/2024	GENERAL	PMCHQ00002214	\$ 976.93
25470	01104	THE REPORTER	5/7/2024	GENERAL	PMCHQ00002216	\$ 797.53
25471	01295	STRAIT SUPPLIES LIMITED	5/7/2024	GENERAL	PMCHQ00002216	\$ 80.04
25472	03123	PETER COVIN'S CONTRACTING LTD.	5/7/2024	GENERAL	PMCHQ00002216	\$ 13,372.10
25473	03174	CHARLES FOREST CO-OP LTD.	5/7/2024	GENERAL	PMCHQ00002216	\$ 46.02
25474	03824	FROST, CECIL J.	5/7/2024	GENERAL	PMCHQ00002216	\$ 81.04
25475	05010	B & N DISTRIBUTORS LTD.	5/7/2024	GENERAL	PMCHQ00002216	\$ 173.96
25476	06300	FOUGERE, EVAN	5/7/2024	GENERAL	PMCHQ00002216	\$ 20.00
25477	08508	TELILE	5/7/2024	GENERAL	PMCHQ00002216	\$ 759.00
25478	08656	THE ISLAND NEST RESTAURANT LIM	5/7/2024	GENERAL	PMCHQ00002216	\$ 116.12
25479	10197	CARMICHAEL ENGINEERING LTD.	5/7/2024	GENERAL	PMCHQ00002216	\$ 2,811.75
25480	10529	DESJARDINS FINAN.SECURITY	5/7/2024	GENERAL	PMCHQ00002216	\$ 27,887.56
25481	11208	MORRISON, STACEY	5/7/2024	GENERAL	PMCHQ00002216	\$ 19.85
25482	11908	CANADA POST CORPORATION	5/7/2024	GENERAL	PMCHQ00002216	\$ 18,747.17
25483	13776	WATERFORD ENERGY SERVICES INC	5/7/2024	GENERAL	PMCHQ00002216	\$ 12,333.75
25484	15383	MAYICH, DAVID	5/7/2024	GENERAL	PMCHQ00002216	\$ 380.07
25485	17091	SULLIVAN FUELS	5/7/2024	GENERAL	PMCHQ00002216	\$ 1,885.76
25486	17985	EMM LAW INCORPORATED	5/7/2024	GENERAL	PMCHQ00002216	\$ 10,144.28
25487	18673	BOUDREAU, RONALDA	5/7/2024	GENERAL	PMCHQ00002216	\$ 711.22
25488	21890	REC TIMES INC	5/7/2024	GENERAL	PMCHQ00002216	\$ 1,931.92
25489	22861	DOUCETTE, LYNNE	5/7/2024	GENERAL	PMCHQ00002216	\$ 1,005.60
25490	24988	HIGHLAND BEVERAGES 2004 LTD.	5/7/2024	GENERAL	PMCHQ00002216	\$ 64.10
25491	25143	VIC AUCOIN'S	5/7/2024	GENERAL	PMCHQ00002216	\$ 103.50
25492	30600	PARTS CONNECTION	5/7/2024	GENERAL	PMCHQ00002216	\$ 206.94
25493	31050	NSGEU	5/7/2024	GENERAL	PMCHQ00002216	\$ 1,393.38
25494	31096	MORRISON, DEBRA	5/7/2024	GENERAL	PMCHQ00002216	\$ 320.00
25495	31925	SAMPSON, SHARLA	5/7/2024	GENERAL	PMCHQ00002216	\$ 236.65
25496	35138	GFL ENVIRONMENTAL SERVICES INC	5/7/2024	GENERAL	PMCHQ00002216	\$ 31,664.32
25497	35144	MARTELL, DANIELLE	5/7/2024	GENERAL	PMCHQ00002216	\$ 204.97
25498	35165	MAPLE SIGNS & ENGRAVING	5/7/2024	GENERAL	PMCHQ00002216	\$ 26.45
25499	35174	MARCELLUS, STEVEN	5/7/2024	GENERAL	PMCHQ00002216	\$ 724.34
25500	36109	ACADIA BROADCASTING LTD	5/7/2024	GENERAL	PMCHQ00002216	\$ 434.70
25501	39187	STRAIT REGIONAL CENTRE FOR EDU	5/7/2024	GENERAL	PMCHQ00002216	\$ 239,821.65
25502	39555	LIFESAVING SOCIETY - NOVA SCOT	5/7/2024	GENERAL	PMCHQ00002216	\$ 220.00
25503	46450	DAVID, SHELLEY	5/7/2024	GENERAL	PMCHQ00002216	\$ 41.45
25504	46825	RONA ARICHAT	5/7/2024	GENERAL	PMCHQ00002216	\$ 127.71
25505	48173	GUARDIAN ALARM & SECURITY	5/7/2024	GENERAL	PMCHQ00002216	\$ 315.10
25506	48625	LA GOELETTE A PEPE CAFE	5/7/2024	GENERAL	PMCHQ00002216	\$ 740.02
25507	49381	DEWOLFE, COLLEEN	5/7/2024	GENERAL	PMCHQ00002216	\$ 600.00
25508	00701	LANDRY BROTHERS LTD.	5/16/2024	GENERAL	PMCHQ00002218	\$ 226.56
25509	23868	TOWN OF PORT HAWKESBURY	5/16/2024	GENERAL	PMCHQ00002218	\$ 94,500.00
25510	29105	SAMPSON, MELANIE	5/16/2024	GENERAL	PMCHQ00002218	\$ 24.81
25511	30547	ENTANDEM	5/16/2024	GENERAL	PMCHQ00002218	\$ 517.50
25512	38962	SEAL COVE HOLDING	5/16/2024	GENERAL	PMCHQ00002218	\$ 2,908.16
25513	49382	ARTHUR J. GALLAGHER CANADA LIM	5/16/2024	GENERAL	PMCHQ00002218	\$ 262.00
25514	00701	LANDRY BROTHERS LTD.	5/16/2024	GENERAL	PMCHQ00002219	\$ 44.82
25515	01104	THE REPORTER	5/16/2024	GENERAL	PMCHQ00002219	\$ 251.85
25516	01643	BOUDREAU, CHRIS A	5/16/2024	GENERAL	PMCHQ00002219	\$ 25.10
25517	01961	MARTEL, TRISTAN	5/16/2024	GENERAL	PMCHQ00002219	\$ 24.29

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
25518	03123	PETER COVIN'S CONTRACTING LTD.	5/16/2024	GENERAL	PMCHQ00002219	\$ 12,175.73
25519	03174	CHARLES FOREST CO-OP LTD.	5/16/2024	GENERAL	PMCHQ00002219	\$ 60.02
25520	03549	MBW COURIER INC.	5/16/2024	GENERAL	PMCHQ00002219	\$ 168.44
25521	04065	CITY PRINTERS LTD.	5/16/2024	GENERAL	PMCHQ00002219	\$ 1,009.52
25522	04100	SHORT, CHARLENE	5/16/2024	GENERAL	PMCHQ00002219	\$ 20.00
25523	05155	FERGUSON, RAYMOND	5/16/2024	GENERAL	PMCHQ00002219	\$ 252.20
25524	06904	BURKE, GARY	5/16/2024	GENERAL	PMCHQ00002219	\$ 14,415.70
25525	13918	COMBZ AND SCISSORS - LYDIA SAM	5/16/2024	GENERAL	PMCHQ00002219	\$ 116.00
25526	15245	PARDY, KEVIN	5/16/2024	GENERAL	PMCHQ00002219	\$ 275.99
25527	15312	IAN TATE PLUMBING & HEATING LT	5/16/2024	GENERAL	PMCHQ00002219	\$ 764.75
25528	17091	SULLIVAN FUELS	5/16/2024	GENERAL	PMCHQ00002219	\$ 1,583.40
25529	23221	GRAND RIVER SENIORS CLUB	5/16/2024	GENERAL	PMCHQ00002219	\$ 689.94
25530	24082	L'ARDOISE SENIORS JOLLY CLUB	5/16/2024	GENERAL	PMCHQ00002219	\$ 825.00
25531	25048	AGAT LABORATORIES	5/16/2024	GENERAL	PMCHQ00002219	\$ 198.95
25532	28665	LAVANDIER, RENE	5/16/2024	GENERAL	PMCHQ00002219	\$ 6,138.54
25533	29057	RECEIVER GENERAL	5/16/2024	GENERAL	PMCHQ00002219	\$ 2,293.98
25534	29105	SAMPSON, MELANIE	5/16/2024	GENERAL	PMCHQ00002219	\$ 149.45
25535	29106	SAMPSON, BRENT	5/16/2024	GENERAL	PMCHQ00002219	\$ 214.12
25536	31925	SAMPSON, SHARLA	5/16/2024	GENERAL	PMCHQ00002219	\$ 34.86
25537	33115	EXP SERVICES INC	5/16/2024	GENERAL	PMCHQ00002219	\$ 1,889.50
25538	35174	MARCELLUS, STEVEN	5/16/2024	GENERAL	PMCHQ00002219	\$ 517.93
25539	35785	MURY, SHANNON	5/16/2024	GENERAL	PMCHQ00002219	\$ 117.34
25540	37151	CANOE PROCUREMENT GROUP OF CAN	5/16/2024	GENERAL	PMCHQ00002219	\$ 347.17
25541	39151	RICHARD PEST SOLUTIONS	5/16/2024	GENERAL	PMCHQ00002219	\$ 125.00
25542	40145	TOROMONT CAT (MARITIMES)	5/16/2024	GENERAL	PMCHQ00002219	\$ 230.64
25543	43652	SANTANA CONTRACTING LTD	5/16/2024	GENERAL	PMCHQ00002219	\$ 23,774.75
25544	46778	ST. LOUIS PARISH	5/16/2024	GENERAL	PMCHQ00002219	\$ 850.00
25545	47384	NOVA TREE COMPANY INC	5/16/2024	GENERAL	PMCHQ00002219	\$ 4,007.75
25546	48160	LANMAR DEVELOPMENTS LTD.	5/16/2024	GENERAL	PMCHQ00002219	\$ 2,091.33
25547	48380	SBD TECHNOLOGY INNOVATORS INC.	5/16/2024	GENERAL	PMCHQ00002219	\$ 213.65
25548	48617	MINISTER OF FINANCE	5/16/2024	GENERAL	PMCHQ00002219	\$ 48,069.00
25549	48625	LA GOELETTE A PEPE CAFE	5/16/2024	GENERAL	PMCHQ00002219	\$ 5.00
25550	48909	CDW CANADA INC	5/16/2024	GENERAL	PMCHQ00002219	\$ 210.98
25551	00701	LANDRY BROTHERS LTD.	5/22/2024	GENERAL	PMCHQ00002224	\$ 21.84
25552	01104	THE REPORTER	5/22/2024	GENERAL	PMCHQ00002224	\$ 489.21
25553	01961	MARTEL, TRISTAN	5/22/2024	GENERAL	PMCHQ00002224	\$ 829.88
25554	03950	MOMBOURQUETTE, AMANDA	5/22/2024	GENERAL	PMCHQ00002224	\$ 216.00
25555	05711	RANKIN, CLAIR	5/22/2024	GENERAL	PMCHQ00002224	\$ 140.11
25556	06875	FLEUR DE LIS SIGNS	5/22/2024	GENERAL	PMCHQ00002224	\$ 412.85
25557	14788	SLADE, HELEN	5/22/2024	GENERAL	PMCHQ00002224	\$ 1,340.00
25558	17091	SULLIVAN FUELS	5/22/2024	GENERAL	PMCHQ00002224	\$ 925.42
25559	24988	HIGHLAND BEVERAGES 2004 LTD.	5/22/2024	GENERAL	PMCHQ00002224	\$ 24.00
25560	30600	PARTS CONNECTION	5/22/2024	GENERAL	PMCHQ00002224	\$ 80.44
25561	35289	GENO POLEGATO TRUCKING	5/22/2024	GENERAL	PMCHQ00002224	\$ 966.00
25562	37151	CANOE PROCUREMENT GROUP OF CAN	5/22/2024	GENERAL	PMCHQ00002224	\$ 339.25
25563	38962	SEAL COVE HOLDING	5/22/2024	GENERAL	PMCHQ00002224	\$ 2,523.51
25564	46825	RONA ARICHAT	5/22/2024	GENERAL	PMCHQ00002224	\$ 127.84
25565	48625	LA GOELETTE A PEPE CAFE	5/22/2024	GENERAL	PMCHQ00002224	\$ 230.01
25566	49382	ARTHUR J. GALLAGHER CANADA LIM	5/22/2024	GENERAL	PMCHQ00002224	\$ 804.62
25567	00426	DIGGDON'S FREIGHT SERVICE	5/30/2024	GENERAL	PMCHQ00002230	\$ 132.82
25568	01015	JOINT COMMITTEE ON CONTRACT	5/30/2024	GENERAL	PMCHQ00002230	\$ 224.25
25569	01104	THE REPORTER	5/30/2024	GENERAL	PMCHQ00002230	\$ 319.01
25570	03166	KEVIN'S COURIER LTD.	5/30/2024	GENERAL	PMCHQ00002230	\$ 124.20
25571	03950	MOMBOURQUETTE, AMANDA	5/30/2024	GENERAL	PMCHQ00002230	\$ 811.18
25572	04100	SHORT, CHARLENE	5/30/2024	GENERAL	PMCHQ00002230	\$ 20.00
25573	05711	RANKIN, CLAIR	5/30/2024	GENERAL	PMCHQ00002230	\$ 100.00
25574	06875	FLEUR DE LIS SIGNS	5/30/2024	GENERAL	PMCHQ00002230	\$ 263.35
25575	07170	MORRIS, SONIA	5/30/2024	GENERAL	PMCHQ00002230	\$ 236.00
25576	07633	T. SAMPSON & SONS BACKHOE &	5/30/2024	GENERAL	PMCHQ00002230	\$ 228,766.77
25577	08508	TELILE	5/30/2024	GENERAL	PMCHQ00002230	\$ 759.00
25578	09598	GRACIE, MARGARET	5/30/2024	GENERAL	PMCHQ00002230	\$ 970.00
25579	10025	MACCULLOCH, TROY	5/30/2024	GENERAL	PMCHQ00002230	\$ 98.08
25580	10219	JEFFREY, KATHLEEN	5/30/2024	GENERAL	PMCHQ00002230	\$ 345.61

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
25581	12563	LA PICASSE CENTRE COMMUNAUTAIR	5/30/2024	GENERAL	PMCHQ00002230	\$ 500.00
25582	14168	EASTERN DISTRICT PLANNING	5/30/2024	GENERAL	PMCHQ00002230	\$ 134.32
25583	15310	DAVID, MORGAN	5/30/2024	GENERAL	PMCHQ00002230	\$ 461.00
25584	17985	EMM LAW INCORPORATED	5/30/2024	GENERAL	PMCHQ00002230	\$ 1,061.22
25585	18673	BOUDREAU, RONALDA	5/30/2024	GENERAL	PMCHQ00002230	\$ 20.00
25586	21784	FORD, JEROME W.	5/30/2024	GENERAL	PMCHQ00002230	\$ 20.00
25587	31057	B&F ELECTRICAL LTD	5/30/2024	GENERAL	PMCHQ00002230	\$ 10,276.40
25588	31580	LITTLE HARBOUR PASTURE CO-OPER	5/30/2024	GENERAL	PMCHQ00002230	\$ 5,000.00
25589	31713	JB & BOYS AUTO & SALVAGE	5/30/2024	GENERAL	PMCHQ00002230	\$ 57.50
25590	35807	PROPERTY VALUA. SERV.CORP	5/30/2024	GENERAL	PMCHQ00002230	\$ 68,792.18
25591	37151	CANOE PROCUREMENT GROUP OF CAN	5/30/2024	GENERAL	PMCHQ00002230	\$ 88.25
25592	40145	TOROMONT CAT (MARITIMES)	5/30/2024	GENERAL	PMCHQ00002230	\$ 1,860.83
25593	41217	TOUESNARD, BRANDY	5/30/2024	GENERAL	PMCHQ00002230	\$ 30.00
25594	46190	BOUDREAU, ADELE	5/30/2024	GENERAL	PMCHQ00002230	\$ 165.00
25595	46450	DAVID, SHELLEY	5/30/2024	GENERAL	PMCHQ00002230	\$ 409.24
25596	46825	RONA ARICHAT	5/30/2024	GENERAL	PMCHQ00002230	\$ 107.85
25597	46868	MUNICIPALITY OF THE CO OF ANTI	5/30/2024	GENERAL	PMCHQ00002230	\$ 9,784.66
25598	46884	3285522 NOVA SCOTIA LIMITED	5/30/2024	GENERAL	PMCHQ00002230	\$ 3,058.66
25599	48461	MARTELL, CARLA	5/30/2024	GENERAL	PMCHQ00002230	\$ 118.90

Total Cheques:	138				Total Amount of Cheques:	\$ 973,957.92
						=====

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 5/1/2024 5/31/2024
 Vendor ID First Last Chequebook ID ONLINE PAYMENTS ONLINE PAYMENTS
 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
1106	01023	NOVA SCOTIA POWER INC.	5/7/2024	ONLINE PAYMENTS	PMCHQ00002210	\$ 5,480.55
1107	00825	BELL ALIANT	5/7/2024	ONLINE PAYMENTS	PMCHQ00002215	\$ 175.81
1108	01023	NOVA SCOTIA POWER INC.	5/7/2024	ONLINE PAYMENTS	PMCHQ00002215	\$ 2,371.48
1109	01090	RECEIVER GEN. FOR CANADA	5/7/2024	ONLINE PAYMENTS	PMCHQ00002215	\$ 33,608.63
1110	10010	TELUS HEALTH	5/7/2024	ONLINE PAYMENTS	PMCHQ00002215	\$ 21,966.23
1111	34886	EASTLINK	5/7/2024	ONLINE PAYMENTS	PMCHQ00002215	\$ 449.27
1112	39100	DIRECTOR OF MAINTENANCE ENFORC	5/7/2024	ONLINE PAYMENTS	PMCHQ00002215	\$ 775.72
1113	00825	BELL ALIANT	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 40.83
1114	01023	NOVA SCOTIA POWER INC.	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 41,300.43
1115	01457	BELL MOBILITY INC.	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 814.93
1116	20265	ROYAL BANK VISA	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 17,642.57
1117	34886	EASTLINK	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 805.00
1118	39100	DIRECTOR OF MAINTENANCE ENFORC	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 387.86
1119	42102	TELUS	5/16/2024	ONLINE PAYMENTS	PMCHQ00002222	\$ 326.60
1120	01090	RECEIVER GEN. FOR CANADA	5/17/2024	ONLINE PAYMENTS	PMCHQ00002223	\$ 53,180.58
1121	01023	NOVA SCOTIA POWER INC.	5/22/2024	ONLINE PAYMENTS	PMCHQ00002226	\$ 1,256.38
1122	39100	DIRECTOR OF MAINTENANCE ENFORC	5/22/2024	ONLINE PAYMENTS	PMCHQ00002226	\$ 387.86
1123	00825	BELL ALIANT	5/30/2024	ONLINE PAYMENTS	PMCHQ00002227	\$ 1,139.90
1124	01023	NOVA SCOTIA POWER INC.	5/30/2024	ONLINE PAYMENTS	PMCHQ00002227	\$ 23,303.79
1125	39100	DIRECTOR OF MAINTENANCE ENFORC	5/30/2024	ONLINE PAYMENTS	PMCHQ00002227	\$ 387.86
Total Cheques: 20						Total Amount of Cheques: \$ 205,802.28

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 5/1/2024 5/31/2024
 Vendor ID First Last Chequebook ID WATER WATER
 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
02943	25048	AGAT LABORATORIES	5/7/2024	WATER	PMCHQ00002213	\$ 1,785.95
02944	00701	LANDRY BROTHERS LTD.	5/7/2024	WATER	PMCHQ00002217	\$ 14.36
02945	15202	ATLANTIC PURIFICATION SYSTEMS	5/7/2024	WATER	PMCHQ00002217	\$ 793.91
02946	15229	SUPERIOR PROPANE	5/7/2024	WATER	PMCHQ00002217	\$ 2,221.37
02947	15644	LYNK ELECTRIC LIMITED	5/7/2024	WATER	PMCHQ00002217	\$ 230.00
02948	19809	BUREAU VERITAS CANADA (2019) I	5/7/2024	WATER	PMCHQ00002217	\$ 726.12
02949	46825	RONA ARICHAT	5/7/2024	WATER	PMCHQ00002217	\$ 26.54
02950	00701	LANDRY BROTHERS LTD.	5/16/2024	WATER	PMCHQ00002220	\$ 31.02
02951	15202	ATLANTIC PURIFICATION SYSTEMS	5/16/2024	WATER	PMCHQ00002220	\$ 694.14
02952	19315	BRENNTAG CANADA INC	5/16/2024	WATER	PMCHQ00002220	\$ 2,903.06
02953	19809	BUREAU VERITAS CANADA (2019) I	5/16/2024	WATER	PMCHQ00002220	\$ 363.06
02954	45705	LONG POINT SERVICES SEPTIC DIV	5/16/2024	WATER	PMCHQ00002220	\$ 690.00
02955	46625	SCP DISTRIBUTORS CANADA INC.	5/16/2024	WATER	PMCHQ00002220	\$ 3,094.42
02956	00701	LANDRY BROTHERS LTD.	5/22/2024	WATER	PMCHQ00002225	\$ 43.68
02957	19809	BUREAU VERITAS CANADA (2019) I	5/22/2024	WATER	PMCHQ00002225	\$ 363.06
02958	46825	RONA ARICHAT	5/22/2024	WATER	PMCHQ00002225	\$ 21.94
02959	00426	DIGGDON'S FREIGHT SERVICE	5/30/2024	WATER	PMCHQ00002229	\$ 175.84
02960	07633	T. SAMPSON & SONS BACKHOE &	5/30/2024	WATER	PMCHQ00002229	\$ 2,279.30
02961	15310	DAVID, MORGAN	5/30/2024	WATER	PMCHQ00002229	\$ 823.21
02962	19315	BRENNTAG CANADA INC	5/30/2024	WATER	PMCHQ00002229	\$ 6,595.02
02963	19809	BUREAU VERITAS CANADA (2019) I	5/30/2024	WATER	PMCHQ00002229	\$ 363.06

Total Cheques: 21

Total Amount of Cheques: \$ 24,239.06
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System: 6/5/2024 1:58:30 PM
User Date: 6/5/2024

County of Richmond
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 1
User ID: amcnamara

Ranges: From: To:
Cheque Number First Last
Vendor ID First Last
Vendor Name First Last
Cheque Date 5/1/2024 5/31/2024
Chequebook ID ONLINE UTILITY ONLINE UTILITY

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
293	01023	NOVA SCOTIA POWER INC.	5/7/2024	ONLINE UTILITY	PMCHQ00002211	\$ 653.87
294	01023	NOVA SCOTIA POWER INC.	5/16/2024	ONLINE UTILITY	PMCHQ00002221	\$ 2,672.29
295	34886	EASTLINK	5/16/2024	ONLINE UTILITY	PMCHQ00002221	\$ 163.24
296	00825	BELL ALIANT	5/30/2024	ONLINE UTILITY	PMCHQ00002228	\$ 304.92
297	01023	NOVA SCOTIA POWER INC.	5/30/2024	ONLINE UTILITY	PMCHQ00002228	\$ 5,889.49
Total Cheques: 5						Total Amount of Cheques: \$ 9,683.81



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

11	The Municipality forward correspondence to Nova Scotia Public Works with a copy to Jamie Chisholm, District Director, PW Eastern, Paul Colton, Construction manager, PW Eastern and Laura Cunningham, Capital Program Administration Office, Pw Head Office, notifying them of the municipality's acceptance of the list and cost estimate for the cost shared program for the paving of Langley Lane, from Pulp Mill Road to end for a distance of .36 kilometers.	25/04/2022	Director of Public Works/CFO	Immediately	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	2022-04-25	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.	2022-04-25	Chief Financial Officer	Immediately	Complete
14	Esther MacDonnell be appointed to the Accessibility Advisory Committee.	2022-04-25	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.	2022-04-25	Warden	Immediately	Complete
17	Post the Non-Union Salary Administration Policy adopted as a policy of the Municipality of the County of Richmond.	2022-04-25	Municipal Clerk	Immediately	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"	2022-04-25	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.	2022-04-25	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	2022-04-25	Chief Financial Officer	Immediately	Complete
21	Municipal Council authorize Staff to proceed with application to the Province's PCAP funding program for the purpose of conducting an Inflow and Infiltration Study on the Arichat sewage collection system.	2022-04-25	Director of Public Works	Immediately	Complete
22	The Municipality use the color red, wherever possible, in all the gardens and landscapes the municipality maintains and supports, supports the nomination of the Isle Madame Garden Club Garden Hero, Lillian O'Hearn, with an honorary certificate, purchase a flag for the "Year of the Garden 2022" and recognize June 18th, 2022 as Garden Day in the Municipality of Richmond County.	2022-04-25	Municipal Clerk/Municipal Council/Director of Public Works	Immediately	Complete
23	The following proclamation be adopted: "Year of the Garden 2022"	2022-04-25	Warden	Immediately	Complete
24	The following proclamation be adopted: May 2022 as "Lyme Disease Awareness Month".	2022-04-25	Warden	Immediately	Complete
25	Update on Code of Conduct Complaint will be provided at a future meeting once the investigation has been Completed.	2022-04-25	Municipal Council	Upcoming Meeting	Complete
26	Council of Municipality of the County of Richmond amend a previously approved motion approved at the January 24, 2022, Council meeting noted in the Review of Minutes which read as follows: "Moved by Councillor Brent Sampson, seconded by Councillor Diggdon that the minutes of the December 20, 2021 Regular Council meeting be approved with amendments. Motion carried." by correcting the vote on Review of Minutes of December 20, 2021 by replacing the words "Motion carried" with "4 in favour, 1 opposed."	2022-04-25	Municipal Clerk	Immediately	Complete
27	Forward Motion to EDPC - Municipal Council give Second Reading and approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to add Craft Beverage Facilities as a permitted use in the Village Commercial (VC) Zone and insert accompanying definitions	2022-05-24	Municipal Clerk	Immediately	Complete

28	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	2022-05-24	Warden Mombourquette	Immediately	Complete
29	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the 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.	2022-05-24	Warden Mombourquette	Immediately	Complete
30	Send to CFO that the grant request from the River Bourgeois Community Services Society be approved in the amount of \$9,000 with the following allocation:: Regional /Health/General \$5,000, District #4 \$2,500, District #1, 2 and 3(each) \$ 500	2022-05-24	Municipal Clerk/CFO	Immediately	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.	2022-05-24	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.	2022-05-24	Municipal Clerk/CFO	Immediately	Complete
33	The following proclamation be approved: May 29th – June 4th, 2022 is recognized as Access Awareness Week.	2022-05-24	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.	2022-05-24	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.	2022-05-24	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.	2022-06-27	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.	2022-06-27	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.	2022-06-27	Municipal Clerk	Immediately	Complete
40	Staff be requested to do an assessment/investigation regarding the potential of expanding the Babin's Hill Look-off.	2022-06-27	CAO/Director of Public Works	Immediately	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.	2022-06-27	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.	2022-06-27	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.	2022-06-27	CAO	Immediately	Complete
44	Staff investigate the request from Potlotek First Nation to access Richmond County's garbage and recycling services.	2022-06-27	CAO/Director of Public Works	Immediately	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.	2022-06-27	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.	2022-06-27	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	2022-06-27	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.	2022-06-27	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.	2022-06-27	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	2022-06-27	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.	2022-06-27	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)".	2022-06-27	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	2022-06-27	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.	2022-06-27	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.	2022-06-27	Municipal Clerk	Immediately	Complete

56	That an Electric Vehicle Charger for the Richmond Arena location be forwarded to budget deliberations for review.	2022-06-27	Chief Financial Officer	Immediately	Complete
57	Staff advertise/promote the review of the Nova Scotia Accessibility Act on the Richmond County Website and Richmond County Facebook page.	2022-06-27	Municipal Clerk	Immediately	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.	2022-06-27	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.	2022-06-27	Warden	Immediately	Complete
60	The possibility of hiring summer students for summer 2023 to deal with the littering issues be forwarded to budget deliberations.	2022-06-27	Director of Public Works/CFO	Immediately	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.	2022-06-27	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.	2022-06-27	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.	2022-06-27	Chief Financial Officer	Immediately	Complete
64	The curbside collection contracts be amended to reflect quarterly fuel price adjustments rather than annual adjustments; AND FURTHER MOVED that the next adjustment be implemented July 1, 2022 and apply for the period from July 1 to September 30, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	Complete
65	That Chris Boudreau be appointed as the Interim Chief Administrative Officer, in addition to his Director of Public Works responsibilities from July 1, 2022 until August 31, 2022 or until a permanent Chief Administrative Officer is hired; AND FURTHER MOVED that the interim appointment be compensated with a Salary Level #11, Step #6 on the current salary scale.	2022-06-27	Municipal Council/Chief Financial Officer	Immediately	Complete
66	That funding be approved for travel/expenses related to the interview process for two potential candidates for the Chief Administrative Officer position; AND FURTHER MOVED that the approval would be based on pricing by the Warden in consultation with the CFO, Jason Martell	2022-06-27	CAO/Chief Financial Officer	Immediately	Complete

67	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).	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	Warden	Immediately	Complete
81	Accessibility Advisory Committee / Approve Ashley Lavandier and Shelley Dorey as members of the Accessibility Advisory Committee.	2022-09-26	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.	2022-09-26	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.	2022-09-26	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.	2022-09-26	Warden	Immediately	Complete
85	Chamber Upgrades / Staff contact Backman Vidcom for another quote.	2022-09-26	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.	2022-09-26	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	2022-10-11	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	2022-10-11	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.	2022-10-24	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.	2022-10-24	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.	2022-10-24	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.	2022-10-11	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.	2022-10-24	CAO / Municipal Clerk	Immediate	In Progress
94	Strait Area Transit / That staff investigate options for improving transit service in Richmond County.	2022-10-24	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.	2022-10-24	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.	2022-10-24	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.	2022-10-24	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.	2022-10-24	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.	2022-10-24	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.	2022-10-24	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.	2022-12-12	Warden	2022-12-12	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)	2022-12-12	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.	2022-12-12	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.	2022-12-12	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.	2022-12-12	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.	2022-12-12	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.	2022-12-12	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.	2022-12-12	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	2023-09-01	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.	2023-09-01	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.	2023-09-01	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.	2023-09-01	Municipal Clerk	Immediate	Complete
138	CAO Employee Success Plan / that Council refer the CAO Employee Success Plan to the By-Law/Policy Committee.	2023-09-01	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	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 Unsightly Premises - Administrators: Jonathan Martin and John Bain- Alternates: Luke Ross, Harry Martell and André Samson Special Constable: Sean Donovan and Jonathan Martin	3-13-2023	Municipal Council/ Mun. Clerk	Immediate	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	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: 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; 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; c) The addition of Green Energy Facilities as permitted use within the Watershed Protection Periphery (W-2) Zone subject to special provisions; d) The addition of Green Energy Facilities as permitted use within the Heavy Industrial (1-3) Zone subject to existing zone provisions; e) The addition of rezoning Policy for the new Heavy Industrial Restricted (1-4) Zone; f) The addition of a definition of " Green Energy Facility/Facilities" in the Land Use By-law and; g) Removal of single unit dwellings as permitted use within the Heavy Industrial (1-4) Zone; and FURTHER MOVE that Council give first reading and set a public hearing date.	3/21/2023	CAO	Immediate	Complete
177	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.	3/21/2023	CAO/Warden	Immediate	Complete

178	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.	3/27/2023	CAO/Staff	Immediate	Complete
179	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.	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.	2023-11-04	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.	2023-11-04	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.	2023-11-04	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.	2023-11-04	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.	2023-11-04	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. May 27, 2024 Moved by Councillor Melanie Sampson, seconded by Councillor Michael Diggdon that Council have staff proceed to schedule a meeting for a date in June, if possible, for a joint meeting with the	2023-11-04	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.	2023-11-04	CAO	Immediate	Complete
194	Acting Collectively Year End Report / to share the report on the Municipal website/Facebook page.	2023-11-04	Municipal Clerk	Immediate	Complete
195	Raising the Village/ Request video from Jim Mustard to share with Council/staff	2023-11-04	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.	2023-11-04	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.	2023-11-04	CAO	Immediate	Complete

198	Budget Release Policy - that staff prepare a 2nd draft with the recommendations from the By-Law/Policy committee.	2023-11-04	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	2023-11-04	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	2023-11-04	CAO	Immediate	Complete
201	Fences Arbitration Committee/ that the By-Law Policy Committee recommend to Council to form a Fences Arbitration Committee.	2023-11-04	CAO/Municipal Clerk	Immediate	Complete
202	Food Truck/Vending By-Law / that staff provide the first draft for a future By-Law /Policy meeting.	2023-11-04	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.	2023-08-05	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”.	2023-08-05	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.	2023-08-05	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.	2023-08-05	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.	2023-08-05	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.	2023-08-05	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	2023-08-05	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.	2023-08-05	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.	2023-08-05	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.	2023-08-05	CFO	Immediate	Complete
221	Sidewalk Project / The Committee unanimously agreed to defer the Arichat Pedestrian Sidewalk Project to budget discussions.	2023-08-05	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.	2023-08-05	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.	2023-08-05	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	2023-06-06	Municipal Clerk	Immediate	Complete
237	Marketing Levy moved to the adoption process	2023-06-06	CAO / Municipal Clerk	Immediate	Complete
238	Food Cycle Science, Municipal Food Waste Pilot Project - that Council refer to staff for further investigation.	2023-12-06	CAO	Immediate	Complete
239	Acting Collectively - send email to Councillors with information on the Council Recruitment Campaign..	2023-12-06	Municipal Clerk	Immediate	Complete
240	Waste Receptacles- that Council refer the topic of Waste Receptacles for further discussions to the By-law / Policy Committee	2023-12-06	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	2023-12-06	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.	2023-12-06	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.	2023-12-06	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.	2023-12-06	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.	2023-12-06	CFO	Immediate	Complete

246	Re-Nest - reach out to the organization how we can help promote them.	2023-12-06	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 as follows: \$2000 from District 5 and \$3000 from the Regional Fund.	2023-12-06	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.	2023-12-06	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.	2023-12-06	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.	2023-12-06	CFO	Immediate	Complete
251	Question Period - that Council refer the revision of the procedures for question period to the Warden and CAO.	2023-12-06	CAO / Warden	Immediate	Complete
252	World Elder Abuse Day - provide information on social media.	2023-12-06	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.	2023-12-06	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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	EMO/Fire Services Coorindator	Future Council meeting.	Complete
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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	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.	2023-11-09	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?	2023-11-09	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.	2023-10-10	Warden	Immediate	Complete
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.	2023-10-10	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.	2023-10-10	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 Alliant representative to appear before Council at a future date to discuss the lack of coverage throughout many areas of the county.	2023-10-10	CAO	Immediate	In Progress
295	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.	2023-10-10	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	2023-10-10	CAO	Immediate	Complete
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.	2023-10-10	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.	2023-10-10	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.	2023-06-11	CFO	Immediate	Complete
305	Hearts Ability Society Wreaths Fundraiser/ The committee unanimously agreed to refer the request from the Hearts Ability Society to Staff	2023-06-11	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.	2023-06-11	CAO	Immediate	Complete
307	Municipal Housing Needs Report / create an article and upload the document on Municipal website and create a fb post	2023-06-11	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	Complete
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	2023-07-12	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.	2023-07-12	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.	2023-07-12	CFO	Immediate	Complete
313	Question Period - Claire Doyle - Seniors Take Action Coalition, Re: Volunerable Person Registry	2023-07-12	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	Complete

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 Coordinator	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	Complete
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	Complete

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	Complete
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	Complete
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	Complete
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	Complete
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	River Bourgeois Community Services for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500 / 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.	04-22-2024	Municipal Clerk	Immediate	In Progress
364	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
365	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
366	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	Complete

367	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
368	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, Warden, DW	Immediate	Complete
369	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
370	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
371	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	Complete
372	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	Complete
373	Fire Service Review Document / that Council review the 2019 Fire Service Review and recommendations submitted by Goudreault Associates at the next Committee of the	04-22-2024	EMO/Fire Services Coorindator	Immediate	Complete
374	Lyme Disease Awareness Month / that the Lyme Disease Awareness Month Proclamation be approved.	04-22-2024	Municipal Clerk	Immediate	Complete
375	MOCR 2024036 Tender - that Council authorize the CAO to award the MOCR 2024036 Former West Richmond Education Centre/Walter Fougere School Tender to the proponent as discussed in camera.	05-09-2024	CAO	Immediate	Complete
376	No Mow May - that Council observe 'No Mow May' as a standing practice, however, staff are authorized to mow, when it is deemed necessary, at the Department of Public Work's discretion	05-27-2024	Director of Public Works	Immediate	Complete
377	Roaming Farm Animals - that Council refer the discussion to the Bylaw / Policy Committee.	05-27-2024	Municipal Clerk	Immediate	In Progress
378	Street Light Policy - that Council refer the Street Light Policy to the By-Law/Policy Committee for Review	05-27-2024	Municipal clerk	Immediate	In Progress
379	VON Week / that Council accept the recommendation from the Committee of the Whole to approve the VON Proclamation, the raising of the VON Flag for a date in May, and FURTHER MOVE that staff make the arrangements to light up the Municipal Building in Blue and make every effort to recognize VON week on social media.	05-27-2024	Municipal clerk	Immediate	Complete

380	Richmond River Root Richmond River Roots Market Green Society that the grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,200 / that Council accept the recommendation from the Committee of the Whole to defer to the next Council meeting following Grants and Contributions budget discussions.	05-27-2024	Municipal clerk	Immediate	In Progress
381	SPVFD Dry Fire Hydrant -that Council accept the recommendation from the Committee of the Whole to approve the funding of five thousand dollars for the installation of the dry fire hydrant.	05-27-2024	Director of Finance	Immediate	In Progress
382	Dry Fire Hydrant - that Council accept the recommendation from the Committee of the Whole to refer the Dry Fire Hydrant Policy to the Fire Service Protection Committee and the By-Law/Policy Committee for review.	05-27-2031	EMO/Fire Services Coordinator	Immediate	In Progress
383	Grant request from the Administration Portuaire de Petit-de-Grat for Infrastructure Grant Funds in the amount of \$20,000 / that Council approve the grant request from the Administration de Petit-de-Grat for the Type 1- Infrastructure Grant Funds in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds.	05-27-2024	Director of Finance	Immediate	In Progress
384	Lennox Place Limited support letter / that Council have the Warden provide a letter of support, in principle, for their application for the Nova Scotia Affordable Housing Development Program to fund the conversion of a building into a 7-unit apartment building located at 818 Veterans Memorial Drive, Arichat.	05-27-2024	Warden	Immediate	In Progress
385	Lennox Place Limited permitting fees / that Council refer the discussion on covering the Lennox Place Limited associated permitting fees to the next meeting of Council following budget discussions and FURTHER MOVE that Staff contact the other proponents to identify their current interest in Municipal support and hold a Special meeting as soon as possible, following the budget discussions, to discuss covering permitting fees.	05-27-2024	CAO	Immediate	In Progress