

## **Committee of the Whole Meeting**

Monday, December 2, 2024

In Camera, Richmond Room, 5:00 pm, Items 1-2

Recess for By-Law/Policy, Council Chambers 6:00 pm, Item 3

Reconvene, Council Chambers, 7:00 pm, Items 4-17

### **AGENDA**

- 1. Call to Order**
- 2. In Camera**
  - a) Personnel
- 3. Recess**
- 4. Opening Acknowledgement**
- 5. Items Added / Approval of Agenda**
- 6. Review of Minutes**
  - a) November 12, 2024
- 7. Presentation**
  - a) Rachelle Samson, Re: Cape Breton Regional Enterprise Network (CBREN) Information and Activity Report, Q2 July – September
- 8. Warden, Re:**
  - a) Review of Warden’s Council Report
- 9. Councillor Amanda Mombourquette, Re:**
  - a) Housing Coalition Update
- 10. CAO, Re:**
  - a) Administration Operations Report
  - b) Designation of Destination Cape Breton to Administer the Cape Breton Island Marketing Levy
  - c) Deer Population, Re: Update
  - d) Approved Fire Equipment Reallocation – 2024/25 Budget
- 11. Community Acknowledgements**

**12. Correspondence**

**a) Action Required**

- i. Clint Samson, Revenue Manager, Re: Property Damaged by Fire – AAN 04127455 – Rodney Samson
- ii. Nicole Latimer, Solid Waste Educator/Coordinator, Municipality of the County of Inverness, Re: Invitation to Join the Rural Region 1 Solid Waste Committee

**b) For Information Only**

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

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

- a) n/a \* Due to a change in meeting date, November cheques will be reviewed at January's Committee of the Whole.

**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 MOCR YouTube Channel**



## **Committee of the Whole Meeting**

**November 12, 2024**

**Location:** Council Chambers

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

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

### **Call to Order**

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

### **Opening Acknowledgement**

The Warden started the meeting with the following acknowledgment:  
We are proud to acknowledge that we are gathered today on Unama'ki (OOH-NAH-MAH-GEE), the Land of Fog, a part of Mi'kma'ki (MIG-MAH-GEE), the unceded traditional territory of the Mi'kmaq people since time immemorial. We honour and thank the Mi'kmaq for sharing their land and home with us.

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

Councillor Brian Marchand requested and received unanimous consent to add the following to the agenda:

- Contact Information

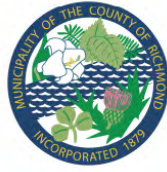
Moved by Councillor Amanda Mombourquette, seconded by Brian Marchand, that the agenda be approved with the addition.

Motion carried.

### **Review of Minutes, September 9, 2024, Committee of the Whole**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson that the minutes of September 9, 2024, Committee of the Whole be approved.

Motion carried.



## **Presentations**

- a) Clair Rankin, Returning Officer, Re: Returning Officers Election Report  
Clair Rankin presented the Returning Officers Election Report.

Moved by Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to refer the Strategic Communications Plan to the By-law/Policy Committee for the purpose of incorporating communications related to the Municipal Election.  
Motion carried.

- b) Barry Braun, Happy Community Project, Re: Good Neighbour Project  
Barry Braun presented the Good Neighbour Project presentation.

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole recommend to Council to refer the Good Neighbour Project proposal to staff for further investigation.  
Motion carried.

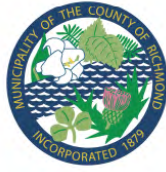
## **Warden, Re:**

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

- b) Members of Council ABCC Appointments

Moved by Councillor Brian Marchand, seconded by Deputy Warden Brent Sampson that the Committee of the Whole recommend to Council to approve the Committee Matrix as presented with the following changes:

- Add Deputy Warden Brent Sampson to the Allan J. MacEachern Regional Airport Management Committee as the Alternate
- Remove Councillor Brian Marchand from the Municipal Emergency Management Advisory Committee and add Warden Lois Landry
- Remove Councillor Brian Marchand from the Municipal Emergency Management Planning Committee and add Warden Lois Landry
- Remove Councillor Brian Marchand from the Richmond/Port Hawkesbury Joint Park Commission and add Deputy Warden Brent Sampson
- Remove Councillor Brian Marchand from the Strait Area Transit and add Councillor Shawn Samson.
- Remove Councillor Brian Marchand from the Strait Richmond Housing Matters Coalition and add Councillor Amanda Mombourquette



- Remove Other Staff from the Bras d'Or Lakes CEPI Steering Committee and add the CAO
- Remove Director of Public Works from the Strait Richmond Housing Matters Coalition and add the CAO

Motion carried.

c) Low Income Tax Exemption Program Policy

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole recommend to Council to extend the deadline for applications to the Low Income Tax Exemption Program Policy to February 28, 2025, for this year only.

Motion carried.

**CAO, Re:**

- a) Administration Operations Report  
For information only.

**Community Acknowledgements**

For information purposes.

**Correspondence**

a) **Action Required**

- i. Kathleen Jeffrey, Interim Director of Finance, Re: Royal Canadian Legion Br. 150 grant request for the Type 1, Infrastructure Grant Funds in the amount of \$5,000.

Moved by Councillor Shawn Samson, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole recommend to Council to approve the grant request from the Royal Canadian Legion Br. 150 for the Type 1 Infrastructure Grant Funds in the amount of \$5,000, pending the submission of their balance sheet; and FURTHER MOVE that the funds be allocated as follows: \$1,000 from District 1 Funds, \$1,000 from District 2 Funds, and \$3,000 from the Regional Funds.

Motion carried.



- ii. Kathleen Jeffrey, Interim Director of Finance, Re: Acadiaville Community Centre Society grant request for the Type 2 Start-up Activity Grant Funds in the amount of \$500.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to approve the grant request from the Acadiaville Community Centre Society for the Type 2 Start-up Activity Grant Funds in the amount of \$500 and be allocated from the District 2 Funds.

Motion carried.

- i. Judy Giovannetti, Isle Royale ATV Club, Re: Request for a Letter of Support

Moved by Councillor Brian Marchand, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole recommend to Council to have the Warden prepare a non-monetary letter of support for the Isle Royale ATV Club regarding the Capelin Cove Wilderness Area as outlined in the request.

Motion carried.

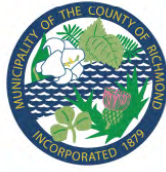
- ii. Dorothy Barnard, Dr. Kingston Memorial Community Health Centre, Re: Request for letters of Support.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand that the Committee of the Whole recommend to Council to have the Warden prepare letters of support for the Dr. Kingston Memorial Community Health Centre for their application to the Community Foundation of Nova Scotia Visions Fund Grant and the Age-Friendly Communities Grant Program as outlined in the request.

Motion carried.

**b) For Information Only**

- i. Richmond County Municipal Council, Re: Letter of Support for Containerized H2 Demonstration Project
- ii. Richmond County Municipal Council, Re: Statement of Acknowledgement, CCA Week
- iii. Eastern Counties Regional Library, Media Release: Community
- iv. Engagement for ECRL Strategic Planning
- v. Cape Breton Partnership, Re: Offshore Wind Community Information Sessions Dates



- vi. Municipality of the County of Richmond Advertisement for Memberships to ABCCs
- vii. Nova Scotia Public Works Highway Program, Re: Gaelic Boundary Signs in Richmond County
- viii. 2024 NSFMs Nominations Committee Report

**Review of Cheques Issued Re:**

- a) September 2024 (Information only)
- b) October 2024 (Information only)

**Review of Action Items**

- a) Action Items (Information only)

**Items Added to the Agenda**

- a) Contact Information

Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to have staff investigate the use of generic email addresses and landline phone numbers for members of Council.

Motion carried.

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

Robbie Fougere addressed Council via telephone.

**Adjournment**

There being no further business, the Chair adjourned the meeting at 8:46 p.m.

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Recorder

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Chairperson

# Information and Activity Report

*Cape Breton Regional Enterprise Network  
Richmond County and Port Hawkesbury*

Q2 – FY 2024/25  
(July - September 2024)

**Subject:** .....CBREN Information and Activity Report

**To:** ..... Municipality of the County of Richmond and the Town of Port Hawkesbury

**Date Prepared:** ....October 15, 2024

**Prepared by:** .....Rachelle Samson, Economic Development Officer, Richmond County and Port Hawkesbury

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## Background:

The Cape Breton Partnership provides economic development support to the Municipality of the County of Richmond and the Town of Port Hawkesbury under the Regional Enterprise Network (REN) model in partnership with the Province of Nova Scotia.



The Cape Breton Regional Enterprise Network (CBREN) includes the Municipalities of the Counties of Inverness, Richmond, and Victoria, the Town of Port Hawkesbury, as well as the First Nations communities of We'koqma'q, Wagmatcook, Eskasoni and Membertou. The CBREN is part of a larger network of Regional Enterprise Networks across Nova Scotia. The Cape Breton Partnership maximizes the value of the CBREN's funding partners, leverages that investment to have a greater impact, and collaborates with other partners, funders, and projects that it is responsible for (like the Cape Breton Local Immigration Partnership) to deliver operational synergies across Unama'ki – Cape Breton and to benefit the Municipality of the County of Richmond and the Town of Port Hawkesbury.

## 2024/2025 CB REN Board

- **Co-Chair** - Jen Ryan, Quincy Street Market
- **Co-Chair** - Adam Bateman, Business Development Bank of Canada
- Geoffrey Clarke, Port Hawkesbury Paper
- Pearlene Cormier, East Coast Credit Union
- Capt. Vivek Saxena, NSCC Strait Area Campus
- Kelsea MacNeil, Membertou Corporate
- Storm Gould, We'koqma'q Corporate

## 2024/25 CB REN Liaison Oversight Committee:

- **Chair** - Keith MacDonald, CAO, Municipality of the County of Inverness
- Warden Bonny MacIsaac, Municipality of the County of Inverness
- Warden Lois Landry, Municipality of the County of Richmond
- Troy MacCulloch, CAO, Municipality of the County of Richmond
- Mayor Brenda Chisholm-Beaton, Town of Port Hawkesbury
- Terry Doyle, CAO, Town of Port Hawkesbury
- Chief Terry Paul, Membertou First Nation
- Jennifer Deleskie, Membertou First Nation
- Warden of the Municipality of the County of Victoria
- Leanne MacEachen, CAO, Municipality of the County of Victoria
- Donald Hanson, CEO, Wagmatcook First Nation
- Wagmatcook First Nation
- Chief Norman Bernard, Wagmatcook First Nation
- Chief John Leonard Bernard, We'koqma'q First Nation
- Gioia Usher, CEO, We'koqma'q First Nation
- Chief Leroy Denny, Eskasoni First Nation
- Steve Parsons, General Manager Corporate, Eskasoni First Nation
- Marilyn Hay, Nova Scotia Department of Economic Development
- Donald Ferguson, Nova Scotia Department of Labour, Skills & Immigration

## Reporting Period:

Your CBREN team and the Cape Breton Partnership are pleased to share highlights, milestones achieved, and metrics from **July 1 to September 30, 2024.**

## Highlights & Events

- **People in Boats Event: August 12** – Cape Breton Partnership representative attended the People in Boats event at the St. Peters United Church for their information session and sponsored the entertainment of the evening.
- **Federal Funding Announcement for La Picasse: July 17** - Cape Breton Partnership representatives attended the Federal Government funding announcement in the amount of \$354,373 over 3 years in its programming.
- **Partners Day: July 10** –The Cape Breton Partnership hosted an annual Partners Day event in at the Holiday Inn in Sydney. 22 attendees from the partner organization across the island and Province of NS and key staff to share highlights of our programs and key services.
- **Federal Funding Announcement for the Allan J MacEachen Airport: July 16** – Cape Breton Partnership team members attended an announcement made by the Federal Government of their 2.2-million-dollar investment in the Allan J Maceachen Airport in Port Hastings.
- **Government of Canada - Germany Alliance Announcement: July 31** – Hosted the Honorable **Jonathan Wilkinson**, Minister of Energy and Natural Resources for a special announcement at the Ocean Innovation Centre on the Town of Port Hawkesbury's waterfront.
- **Strait Area Chamber of Commerce Summer Social: August 13, 14 & 20** – In collaboration with the Strait Area Chamber of Commerce, the Cape Breton Regional Enterprise Network co-hosted a series of networking socials for the local business community. Events took place in Port Hood, Port Hawkesbury and St. Peter's with over 75 attendees at the three.
- **Invest in Cape Breton Podcast; 5<sup>th</sup> Episode: August 27** – How to Access the Island's Hidden Workforce)
  - There is a myth in Unama'ki - Cape Breton that the Island has a talent shortage. In the fifth episode of Invest in Cape Breton, we explore how IDEA (Inclusion, Diversity, Equity, and Accessibility) principles can help businesses overcome recruitment challenges by welcoming members of underrepresented communities. The conversation with Robyn Lee Seale from **Build Nova Scotia** and Nadine Bernard of **Indigevisor Ltd.** covers the importance of building relationships, common mistakes, and the vital role of psychological safety.
  - Find out more at: <https://welcometocapebreton.ca/invest/invest-podcast/>
- **Strait Area Chamber of Commerce Fall Golf Classic: September 19** - Volunteered at the SACOC Fall Golf Classic hosted at Dundee Resort & Golf Club.
- **Supporting Newcomers, Employers & Community Event: September 26** – This event hosted at Friends United, organized by the Cape Breton Partnership's People & Labour Market Team, highlighted the supports and services available to newcomers to the Island, including the Welcome Network, Connector Program, and Immigration Services. It was attended by community organizations, residents, and local business owners.
- **Richmond County Collaborative Networking Meeting: September 11** – Hosted at the Louisdale Arena, a networking meeting to Connect at the businesses, service providers, volunteers and professionals to share information with the objective to build stronger partnerships that will result in positive outcomes for Richmond County.

## Project Updates – Economic Development:

- **Strait of Canso Working Group**
  - The Strait of Canso website working group successfully wrapped up the development of [www.thestraitofcanso.com](http://www.thestraitofcanso.com). The collaborative efforts of Cape Breton Partnership, Strait Area Chamber of Commerce, ACOA, and Invest NS, along with the Municipalities of Richmond, Guysborough, and the Town of Port Hawkesbury, resulted in a user-friendly, informative platform. We are very pleased with the outcome, as the site effectively highlights the economic potential of the Strait of Canso and serves as a key resource for attracting investment and showcasing opportunities in the region.
- **Green Cement Conceptual Study**
  - Assisted in the development of a Green Cement Feasibility Study for the Strait of Canso. This study explores the use of fly ash, a by-product of coal, to generate “green cement”.
  - Read the full report at <https://capebretonpartnership.com/research-report/conceptual-study-green-cement-manufacturing-facility-strait-of-canso-nova-scotia/>.
- **GMIST – ACTivate**
  - Participant of the ACTivate (Activating Community Tourism) program. It is an exciting collaboration between GMIST and the Coady Institute at St. Francis Xavier University that supports community change leaders who wish to learn how to apply a citizen-led approach to community development. We believe that a “Great Place to Live is a Great Place to Visit,” so this program isn’t necessarily about building out a templated approach to destination development, it is about thinking about your community holistically and understanding the need to put your community at the centre of the developmental process.
- **Ocean Innovation Centre**
  - Working towards the development of a Vision and Management Strategy for the Ocean Innovation Centre.
  - Exploring Aquaculture Development Areas for Richmond County
- **Business Support**
  - Supported clients with succession planning, land inquiries, expansion process and connections.
  - Connected potential buyers to sellers

## Project Updates – Green Energy Engagement Program:

- Release of [What We Heard: Community Offshore Wind Information Sessions Report](#)
  - The report was publicly released at the end of August via e-blast, social media posts, and discussed in a CBC Information Morning interview. The reception has been positive, and the community feedback obtained is being used to develop content for the second round of information sessions.
  - The [Offshore Wind Community Engagement Survey Report](#) was also released in conjunction with the What We Heard Report. The report highlights the results of a preliminary engagement survey conducted by the Cape Breton Partnership and Net Zero Atlantic from June-August 2023.
- Tentative dates have been scheduled for the second series of OSW Information Sessions with Net Zero Atlantic.
  - October 29 – Ingonish;
  - November 12 – Baddeck;
  - November 13 – Sydney and Louisbourg;
  - November 14 – Dominion and North Sydney;
  - November 25 – Port Hawkesbury;
  - November 26 – Cheticamp and Port Hood;
  - November 27 – St. Peter’s;
  - November 28 – Arichat;
- The Green Energy Engagement Coordinator attended the Marine Renewables Canada (MRC) Offshore Wind Supply Chain Forum in Halifax. This event focused on opportunities and challenges connected to the offshore wind supply chain in Nova Scotia. The session was supported by the Government of Nova Scotia’s Department of Natural Resources and Renewables as part of Module 2 of Nova Scotia’s Offshore Wind Roadmap. The key takeaways have been published by MRC [here](#).
- The Canadian German Chamber of Commerce and Innovation (CGCCI) is bringing a delegation of German businesses to Canada for an educational trip focused on offshore wind and hydrogen. The Cape Breton Partnership wrote a letter of support for the CGCCI in their application for federal funding. A conference is being held in Halifax on November 6, where local businesses and other parties can hear presentations from German businesses and participate in B2B networking. Conference registration [here](#). Through the Green Energy Engagement Program, we have compiled an extensive list of businesses and organizations from across Unama’ki – Cape Breton to present to the CGCCI for direct invitations to the event and to ensure those who cannot attend in Halifax are included as contacts for the delegation.
- The Green Energy Engagement Coordinator continues to participate in the Nova Scotia Electricity Sector Strategy Implementation Team, focused on participation in working groups responsible for implementing the climate adaptation strategies outlined in Nova Scotia’s Climate Change Adaptation Strategy for Nova Scotia’s Electricity Sector.

## Project Updates – Creative Economy Development Officer:

- Provided location and workforce assistance to the feature film “Little Lorraine”, shooting across Cape Breton from June 20 to July 25, 2025. The entire island was considered for potential filming sites, and both Richmond County and CBRM were utilized to shoot the entire film, all in Cape Breton.
- Worked with the provincial government, Bonny MacIsaac, the Unama’ki Motion Picture Cooperative, Cape Breton Film, NSCC, and Screen Nova Scotia, to launch the new “Distant Location Incentive” program for motion picture and TV production in rural areas such as Cape Breton.
- Produced and launched a new television series for Telile TV called “Cape Breton Reads”, and secured funding from CCTH for Telile’s 30<sup>th</sup> Anniversary.
- Working with all municipalities on an event “Cape Breton Museum Weekender 2025” designed to promote attendance at local museums, to become an annual event.
- Working with CBU on the first-annual “Cape Breton Creative Awards”, with the inaugural event scheduled for November 4, 2024, at CBU, and with future events being held around the island.
- Coordinated the NSCAD-sponsored “Community Mobile Media Lab” to provide a one-week training course in film and TV production at We’koqma’q Mi’kmaw School in September 2024.
- Provided consultation and support to the second annual Cape Breton Comedy Festival.
- Provided support, consultation and promotion to local artisans including Elaine Mandrona on Telile TV and Tessa MacDonell’s “Perch Mosaics” business.
- Provided support and content to the St Peter’s Association of Nova Scotia Villages, September 2024
- Assisted and connected with William F White (Canada’s largest equipment supplier to the motion picture industry) on their launching of a new Cape Breton based facility for late 2024.
- Providing support to the annual Celtic Colours International Festival, joining their team of Site Managers and Stage Managers for the upcoming 2024 season.

## Project Updates – People and Labour Force Attraction:

- **Cape Breton Local Immigration Partner**
  - Continued its collaborative work to foster welcoming and inclusive communities for newcomers. A core team was formed to steward an initiative focused on building Mi'kmaq-newcomer relationships.
  - The CBLIP Employment Working Group organized two workshops for employers on work permit options, including one in Port Hawkesbury.
  - Undertook filming a new video series highlighting newcomer employees and their employers who are making concerted efforts to foster welcoming workplaces. One employer in the Town of Port Hawkesbury and one in Richmond County will be featured.
  - A briefing on the CBLIP was provided to the Honourable Marc Miller, Minister of Immigration, Refugees and Citizenship during his August visit to the Island.
- **Connector/Connectee Program**
  - Proudly participated in the Welcome Week celebration in Port Hawkesbury, collaborating with Mayor Brenda Chisholm Beaton and YREACH to celebrate and support our newcomers while expanding community networks.
- **Immigration**
  - Provided immigration advisory services to 5 businesses in Port Hawkesbury.
  - Held information session on immigration and other services we provide in Richmond County. Most of the attendees were newcomers, with little uptake from employers.
  - Cape Breton Partnership provided Immigration Engagement to 6 businesses and 2 employees/Newcomers.
  - Hosted an employer session in Port Hawkesbury, focusing on hiring practices for the Atlantic Immigration Program and the Nova Scotia Nominee program. It was well attended with over 20 local employers.
- **Cape Breton Job Board**
  - Richmond County: 2 new job postings & 27 active organizations
  - Port Hawkesbury: 19 new job postings & 14 active organizations
- **Welcome Network (WN)**
  - A focused on rebuilding the structure of the Welcome Network to best support newcomers and volunteers in their welcoming initiatives.
  - A focus on building relationships with organizations that support newcomers in their communities and identifying potential opportunities for collaboration.
  - Information about the Welcome Network was presented in Cleveland as part of the People & Labor Market Roadshow
  - The WN partnered to support a Welcoming Event in Port Hawkesbury hosted by YREACH.

## Upcoming Events:

- **Offshore Wind Engagement Sessions: Port Hawkesbury (November 25)** - The Cape Breton Partnership, alongside Net Zero Atlantic, will be hosting another round of Offshore Wind Engagement Sessions around Cape Breton in Fall 2024.
- **Cape Breton Partnership Investor Summit** - The 2024 Investor Summit, commemorating the 20th Anniversary of the Cape Breton Partnership, will be held on October 24<sup>th</sup>, 2024, at the Inverary Resort on Baddeck Bay. The Cape Breton Partnership's Investor Summit annually brings together over 200 business, community and government leaders from across Nova Scotia. Summit attendees will have the opportunity to provide input on building a strong economic future for Unama'ki – Cape Breton.
  - **Economic Impact Awards** – The Economic Impact Awards annually recognize individuals and organizations from multiple industries for their outstanding contributions to the economy. Award recipients will be chosen based on their significant contribution to the Unama'ki – Cape Breton economy through innovation, entrepreneurship, and new investments. The selection committee's decision will also take into consideration the nominees' commitment to the region and the work they have accomplished that has had a positive impact on the economy over the past year.

**Nominate an individual or an organization today:**

<https://capebretonpartnership.com/economic-impact-awards/>



## Additional Information:



**CB REN Website:** Additional Information on the CBREN can be found on the CB <https://capebretonpartnership.com/initiative/cape-breton-regional-enterprise-network/>



**Welcome to Cape Breton Website:** Additional Information on Living, Working, community profiles and economic data - can be found on the Welcome to Cape Breton website: <https://welcometocapebreton.ca/invest/invest-in-cape-breton-unamaki/cape-breton-unamaki-community-profiles/>



**TheStraitofCanso.ca Website:** Soon to be launched, [www.theStraitofcanso.ca](http://www.theStraitofcanso.ca) website will be managed by the Cape Breton Partnership, content to be built in collaboration with the Cape Breton Partnership, the Strait Area Chamber of Commerce, InvestNS, ACOA, and the Guysborough District Business Partnership.

- **News and Updates** – Elevate Magazine, and articles from Pulse Newsletter, new podcasts, news releases and more can be found on our website here: <https://capebretonpartnership.com/cbp-news/>



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<https://capebretonpartnership.us14.list-manage.com/subscribe?u=5a27bb58874a3faa869009652&id=aaae9f5ca0>

Respectfully submitted by:

*Rachelle Samson*

Rachelle Samson  
Economic Development Officer  
Richmond County and Port Hawkesbury  
Cape Breton Partnership

Tyler Mattheis  
President and CEO  
Cape Breton Partnership

## Addendum(s):

- **CB REN Richmond County and Town of Port Hawkesbury Metrics (July 1 – September 30, 2024)**
- **Communications Report (July 1 – September 30, 2024)**
- **(Virtual Addendum) - Conceptual Study: Green Cement Manufacturing Facility – Strait of Canso, Nova Scotia**
  - a. **Access Online Here:** <https://capebretonpartnership.com/research-report/conceptual-study-green-cement-manufacturing-facility-strait-of-canso-nova-scotia/>

---end report---

## Addendum 1 - Richmond County/Port Hawkesbury – CBREN Metrics (July 1, 2024 – September 30, 2024)

Activities	Richmond/Town of PH Metrics (July 1 – September 30)			Year-To-Date
	Total Started	Total In Progress (as of September 30)	Total Completed	YTD Total Completed
<b>Business Support, Sustainability, &amp; Growth</b>	<b>Total – 19</b>	<b>Total – 34</b>	<b>Total - 8</b>	<b>Total -</b>
Business Planning	1	8	0	0
Business Productivity & Growth Services	3	3	0	0
Business Quick Support	1	0	1	1
Continuous Improvement & Business Advisory	0	0	2	2
Creative Economy	2	6	5	5
Economic Development Projects	5	5	0	0
Immigration Engagement – Business Support	1	3	0	0
Immigration Engagement – Candidate Support	2	4	0	0
Immigration Quick Support	2	3	0	0
Immigration Representation	-	-	-	-
Investment & Business Attraction Projects	1	1	0	0
Micro-Lending	-	-	-	-
Succession Planning	2	2	0	0

Addressing Talent Needs (Labour & Population)	Total Active Files – 3
Business Immigration Consultancy	0
Human Resources Advisory Services	3
Immigration Advisory Services – for Businesses	0
Immigration Advisory Services – for Candidate	0

Retention Activities	Connector Program/Welcome Network -	Total -
New Connectors	2	2
New Connectees	2	2
Welcome Network – Newcomers Welcomed	0	0
Welcome Network – Welcomers/Volunteers	0	7

# Communications Report

July 1, 2024 - September 30, 2024





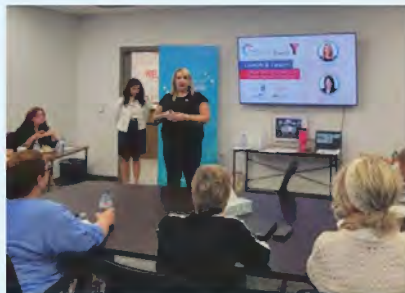
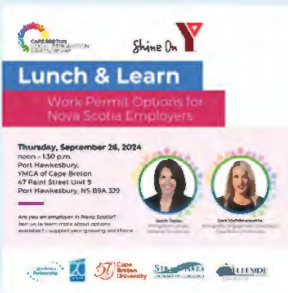
# Partnership Events

## Recent Events



### Business & Breakfast: Labour Solutions for the Hospitality Industry

- September 25, 2024
- Iona, Victoria County
- CB REN
- Over 35 attendees



### Lunch and Learn: Work Permit Options

- September 26 & October 2, 2024
- Port Hawkesbury and Sydney, CBRM
- CB LIP, CBRM REN, CB REN, CBU, Strait Area Chamber of Commerce, Leaside Society, & Navigate Canada Law
- Over 40 attendees at 2 sessions

## Upcoming Events



Updated Dates & Times:  
**OFFSHORE WIND**  
 Community Information Sessions

Fall 2024  
 Stay tuned for  
 Dates

For questions or inquiries please email: [info@capbretonpartnership.com](mailto:info@capbretonpartnership.com)

# Website Analytics



July 1, 2024 - September 30, 2024



[www.capebretonpartnership.com](http://www.capebretonpartnership.com)

Users  
**5,900\***

## Top Pages

Home - 3,963  
About - 1,025  
Welcoming Spirit Awards - 609  
Initiatives - 497



[www.welcometocapebreton.ca](http://www.welcometocapebreton.ca)

Users  
**4,000\***

## Top Pages

Home - 1,306  
Finding Housing - 485  
Volunteering - 484  
Public Transport - 438



[www.capebretonjobboard.com](http://www.capebretonjobboard.com)

Users  
**9,000\***

## Top Pages

Home - 7,726  
Opportunities - 7,582  
Jobs - 2,823  
Register - 862



[www.building-tomorrow.ca](http://www.building-tomorrow.ca)

Users  
**1,000\***

## Top Pages

Home - 271  
Procurement - 154  
New Waterford Community Hub - 147  
Projects - 143

\*Numbers are rounded up

## Google Analytics Definitions:

### What is a User?

A user is a visitor who has initiated a session on your website.

### What is a Top Page?

These are the most commonly viewed pages on the website and also how they're used by the website visitor.

### Where are users searching from?

Website activity from the Users' country, derived from their IP addresses or Geographical IDs.

# Social Media Analytics



July 1, 2024 - September 30, 2024



Followers  
**6,400\***

Reach  
**55,300\***

Page Visits  
**5,600**



Followers  
**5,071**

Reach  
**5,300\***

Page Visits  
**399**



Followers  
**3,900**

Impressions  
**49,736\***

Profile Visits  
**529**

\*Numbers are rounded up





### Warden's Report: October 2024

Event	Organization/Issue	Date(s)
Swearing in was held on the evening of October 30, 2024. Meetings held on October 30 and 31, 2024 included all councillors		

*Note: For review; list does include council/committee meetings where all councillors were present*

### Warden's Report: November 2024

Event	Organization/Issue	Date(s)
Rising Sea Level/Landscape Isle Madame Presentation	Friends of St. John's	Nov. 3, 2024
New Council Orientation	Dept of Mun. Affairs/Housing	Nov. 4-5, 2024
Inclusive Housing Seminar (evening session)	Dalhousie School of Medicine	Nov. 4, 2024
Remembrance Day Dinner with Legion	St. Peter's Legion	Nov. 10, 2024
Remembrance Day Service and Ceremony	Royal Can. Legion Branch 150	Nov. 11, 2024
Presentation on 211 in Richmond County	Community Connections	Nov. 12, 2024
Homelessness/Service Based Count Presentation	Strait Richmond Housing Matters	Nov. 22, 2024
Fall Convention	NS Federation of Municipalities	Nov. 26-29, 2024

*Note: For review; list does include council/committee meetings where all councillors were present*

## Warden's Activity Report

**Council Meeting: 02-Dec-24**

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

<b>Issue / Organization</b>	<b>Type</b>	<b>Date</b>
Seniors Take Action Coalition AGM (Louisdale)	Meeting	09-Sep
Strait of Canso Offshore Wind Task Force	Meeting	10-Sep
Strait of Canso Offshore Wind Task Force Executive	Meeting	10-Sep
Strait -Richmond Housing Matters Coalition	Meeting	11-Sep
Atlantic Economic Council Future of Power Webinar	Event	12-Sep
Nova Scotia Power Lennox Passage Horizontal Direction Drilling	Meeting	13-Sep
St. Peter's Pirate Days Opening	Event	13-Sep
NS Clean Fuels Fund Application	Meeting	18-Sep
Allan J MacEachern Regional Airport	Meeting	18-Sep
Strait Area Chamber of Commerce Fall Golf Classic (Volunteer)	Event	Sept 18/19
CEPI Management Committee	Meeting	20-Sep
Belgian Trade Delegation Visit to Point Tupper	Meetings	24-Sep
Richmond River Roots Open House	Event	25-Sep
River Bourgeois Mariners Annual Supper	Event	25-Sep
Eastern District Planning Commission	Meeting	26-Sep
Strait Richmond Palliative Care Society 30th Anniversary	Event	26-Sep
Village of St. Peter's / Water Utility	Meetings	02-Oct
IDEA Committee	Meeting	03-Oct
Housing Symposium Planning	Meeting	04-Oct
Friends United Foundation Formation	Meeting	07-Oct
Richmond Villa	Meeting	08-Oct
Cape Breton Partnership Investor Summit	Event	Oct 23/24
EverWind Announcement (federal \$22.5 million investment)	Event	25-Oct
Allan J MacEachern Regional Airport	Meeting	25-Oct



## **9. Councillor Amanda Mombourquette, Re: Housing Coalition Update**

Verbal



# Memo

**To:** Municipal Council  
**From:** Troy MacCulloch, CAO  
**Date:** December 2, 2024  
**Re:** Administration Operations Report, Nov-Dec. 2024

---

## Administration

- Bylaw and Policy work continues
  - Current: Municipal Emergency Management Planning Committee (MEMPC) Terms of Reference, Dog By-Law, Presentations and Delegations Appearing before COW or Municipal Council
  - Upcoming: Dry Fire Hydrant Policy, Grants Policy
  - Completed: West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County Land Use By-Law amendments.
- 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
- Work with Legal for trail development, permitted access and liability waiver(s).
- Working with our new Economic Development Officer on establishing priorities and goals – Land inventory ledger and Map [along with the Eastern District Planning Commission (EDPC)]
- Working with our Energy Sector Manager on our two projects
- Work with EDPC /Destination Cape Breton and the Province of Nova Scotia regarding Short Term Rentals/Marketing Levy
- Work with EDPC regarding proposed new Cell Tower installs and replacement
- Attended Netzero Offshore Wind Conference
- Attended Strait Area Chamber of Commerce Fall Dinner Gala and Awards Event in Port Hawkesbury

## Energy Sector Development

- Strait of Canso Sustainable Infrastructure Strategy – The final draft version of the report has been shared for final comments with Project Steering Committee members and the industrial users that were engaged during the process. Deadline for comments is on 28 November. The final report will be developed off the back of that and intention is to publish before Christmas. The strategy will be presented to the Municipality of the County of Richmond (MOCR) Council at the Committee of the Whole on 13 January 2025.

- Offshore Wind Centre of Excellence – AECOM has completed first draft of the report, and it was circulated with the Project Steering Committee on 29 October. The Steering Committee had initially been scheduled to meet to discuss on 12 November, but due to the Provincial election this has been rescheduled for 28 November. Following this review, a second draft will be developed and shared with key stakeholders. As part of this process a stakeholder roundtable in January is also likely. Date of publication is subject to these conversations, but the aim is to publish the report in early 2025.
- Nova Scotia Clean Fuels Fund Application – Due to the Provincial election a decision on our application for the ‘Strait of Canso Clean Fuels Domestic Use Strategy’ has been postponed to mid-December.
- Net Zero Atlantic Offshore Wind R&D Conference – Presented some interim findings from the Offshore Wind Centre of Excellence work at this conference in Halifax on 18 November.
- Marine Renewables Canada Annual Conference – Presented some key findings from the Strait of Canso Sustainable Infrastructure Strategy at this conference in Halifax on 19 November.

### **Information Technology (IT)**

- Most required policies are now implemented across our MS tenant. We now maintain high security and compliance scores. Maintenance of this will be ongoing as well as the documentation.
- Advanced Backup and security software has been set up for the tenant and all Intune joined devices. Upgrading devices so they are joined to our tenant is ongoing.
- The electric vehicle charger is now up and running with a few small things left to finalize so it can be advertised as available to the public.
- Software and hardware upgrades to the landfill are underway and should be completed by the first week of December.
- Arena Wi-Fi upgrades are complete.
- The Municipal office upgrades will start first week of December. This includes replacing the network firewall allowing for VPN service as well as cleaning/replacing all older equipment, etc.
- Training documentation is in progress, the first focus is on council packages.
- The Vulnerable Persons Registry website/database is going to be under construction as soon as some of the above items are completed.

### **Emergency Management and Fires Services**

- Attended the SRH tabletop exercise (Code Green) on November 21<sup>st</sup> - Completed
- VVPR – Voluntary Vulnerable Persons registry is in the final stages of approval for rollout – Policy, registration form, information sheet - Ongoing  
Voyent Alert has been purchased and work continues – templates, procedure for use, policy, and information sheet – Ongoing

- Committees
  - Fire Protection Services Committee quarterly meeting scheduled for November 27<sup>th</sup>
  - Municipal Emergency Management Advisory Committee (MEMAC)/MEMPC – Ongoing
  - Municipal Emergency Management Plan (MEMP) revision – Ongoing
- TMR Radios (EMO/VFD)
  - Encrypted TMR radios are online as of November 22<sup>nd</sup> - Completed
- Attended PTMS Training Exercise – Marine Incident (Tier III) - Completed
- Attending NSDEM/Federal Emergency Management Agency THIRA Session (Threat, Hazard, Identification and Risk Assessment) Sessions December 3<sup>rd</sup>-5<sup>th</sup>
- Attended the PSFC (Public Safety Field Communications Forum) October 22<sup>nd</sup>, 2024 - Completed
- Conducted Emergency Preparedness Sessions for Cape Breton Family Place October 21<sup>st</sup> and October 28<sup>th</sup>. Next sessions are November 1<sup>st</sup> and 8<sup>th</sup> in Potlotek (Health Centre), La Picasse November 20<sup>th</sup> - Completed
- Updating Comfort Centre Lists and Generator maintenance – Ongoing
- Region 1 EMC Meeting November 28<sup>th</sup>
- Seniors Take Action Coalition Meeting December 2<sup>nd</sup>

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

- Multi Use Feasibility Study Engagement Plan
  - Final engagement is scheduled to take place the week of January 13<sup>th</sup>, 2025. This will include three pop up locations. Details to follow.
- Recreation Fall programs are underway, staff have started to plan for Winter 2025 programming
  - The 2025 Winter edition of the newsletter is scheduled to be mailed at the end of December 2024. This timeline may be impacted
- The October 2024 Volunteer of the Month is Evelyn Landry Landry, District 3
- Richmond Arena:
  - Advertising has increased this year
  - The Holiday Rate (\$100/hr) has been advertised for the timeframe of December 16-31, 2024. Some restrictions apply.
  - DelivAri Catering is now providing food services for the 204-2025 ice season
  - There will be a Holiday Skate on December 21<sup>st</sup> from 3:30pm-5:00pm with decorations, holiday music, treats and more. A section of the skate will be designated to accommodate those with sensory issues.
- Rick Hansen Facility Access Upgrades efforts continue to achieve certification by March 2025 for three Municipal Buildings (Transfer Station Scale House, Petit de Grat Library, Admin Building)
- Accessibility Plan: A working committee has been created, in partnership with the Village of St. Peters, to update the MOCR/VSP Accessibility (IDEA) Plan. Upgrades will include incorporating a Diversity, Equity and Inclusion component to meet provincial requirements.
  - Survey results are being compiled to incorporate into the new plan
  - Community Development/Special Projects Officer is working with the Village of St. Peter's and AMANS to meet the requirements of the updated plan for Spring 2025.
- The Community Development and Special projects Officer (CDSP) continues to support MOCR organizations navigate municipal, provincial and federal funding opportunities, in addition to:

- Facilitating the quarterly Richmond County Collaborative Network
- Collaborating with various organizations to support targeted groups in accessing resources and supports such as Older Adults, Not for Profits, Trails Associations, etc
- On-going community networking with community organizations
- Circulates a grant guide for community to have as a resource
- Meeting with various partnering organizations to discuss potential projects for the county
- Participating in the GMIST ACTivate program to create a Community Development Plan with various community representatives in Richmond County. The working group meets regularly to complete the objectives of the program and develop a plan for Richmond County.

## **Department of Finance**

- We are currently working on our 2023/2024 Fiscal audit.
- Staff have completed our Seasonal and By-law tax adjustments.
- Our semi-annual tax billing took place on September 1, 2024 and the bills are due November 1, 2024. The water and sewer bills are due October 31, 2024.
- Ongoing training to backfill Manager of Accounting and Finance Position as well as Financial Reporting & Accounts Payable and Receivable position are ongoing.
- SOE-Assessment, SOE-Budget as well as property in lieu of taxes reports have been submitted to the Province.
- Awaiting auditors to complete the audited financials for the previous fiscal.

## **Department of Public Works**

### **Capital Projects Update**

- EV charging station – Installation complete. Awaiting setup of the payment function.
- Landfill closure (West Arichat) – Complete.
- Sewer System Renewal – In progress.
- Bulk water filling station – Tender in development.
- Arichat / Evanston Tower Upgrades – Generators installed and functional. Chemical dosing upgrades to follow – equipment received and awaiting installation.
- Accessibility Upgrades - In progress.
- Ecole Beau-Port Sidewalk – Complete.
- Fleet Vehicle 2024/25 – Delivered.
- Municipal Building Solar PV – Consultant engaged to complete design. Installation tender to follow.
- Building Repairs (kennel / sidewalk building) – Awarded. Partially complete.
- Richmond Arena Building Improvements – Complete
- Waste Facility Transfer Station Renewal – Tender awarded.

- Waste Facility Electronics Recycling Infrastructure – Complete.
- Water Utility Sampling Station – Installation complete.
- Arichat WTP Filter Rebuild – Material received. Awaiting contractor availability.
- Arichat WTP – New Distribution Pump.
- Arichat WTP Upgrades – In development.
- Water Utility Hydrants / Meter Replacements – In progress.
- Water / Wastewater Capacity / Condition Assessment – In progress.

### **Solid Waste Management**

- Consultant engaged to complete pre-engineering complete with cost estimates for construction and demolition site expansion. New site must adhere to Province's revised guidelines and is expected to increase cost of disposal. Costs will be considered in upcoming budget. Draft report received.
- Curbside Collection contracts for zone 1 and zone 2 expire March 31, 2025. Tender to be issued prior to the end of the calendar year.
- New applications for amendment to be submitted to NSECC for Solid Waste Transfer Station and Construction and Demolition Site at the along with supporting documents and reports. Submitted.

### **Richmond Water Utility**

- 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. Action plan submitted.
- Leak detection survey of our water distribution system completed – several leaks identified – repairs complete.

### **Richmond Sewer**

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

### **Upcoming Events**

n/a

### **Upcoming Meetings**

- December 02 - By-Law/Policy Committee Meeting
- December 02 - Committee of the Whole Meeting
- December 16 - Regular Council Meeting
- December 18 - RCMP Advisory Board Meeting



# Memo

**To:** Municipal Council  
**From:** Troy MacCulloch, CAO  
**Date:** November 27, 2024  
**Re:** Marketing Levy

---

## Background

The Municipality approved a motion in Fall of 2023 to enact the 3% marketing levy which is uniform across Cape Breton. Since then, the Province has been working on a Data Sharing agreement and an online platform to make the remittance from the operators work. This process will have the operators of the accommodations remit the levy online to the municipality and then monthly, this will be reconciled and paid to Destination Cape Breton.

The Data Sharing agreement enables the Province to share with the Municipality, Provincially collected information regarding the registration of short term accommodations that is required for platforms such as VRBO and AirBnB, among others. This will give us a comprehensive list of the operators in each of our jurisdictions so we will be able to monitor and ensure that remittance is occurring, as necessary from all active operators.

It is our expectation that the monitoring and enforcement of this could become quite a task for municipal staff that already deal with utility and tax bills. With this shared realization, Destination Cape Breton has offered to take the management task over on behalf of the municipalities they represent in Cape Breton. The scope of what they are offering is in their letter.

## Request of Council

To designate Destination Cape Breton as the Administrator of the Marketing Levy for Richmond County.

**Options for Council to consider**

1. Agree and allow them to Administer this task for the County (recommended)
2. Decline and have this task fall to staff of the County (not recommended)
3. Other options to be discussed at the table

Terry Smith, CEO  
Destination Cape Breton  
20 Keltic Drive  
Sydney NS B1S 1P5

[DATE]

**Re: Designation of Destination Cape Breton to Administer the Cape Breton Island Marketing Levy**

Dear Terry:

I am writing to designate Destination Cape Breton to administer the Cape Breton Island Marketing Levy on behalf of [MUNICIPALITY]. This designation is pursuant to the "Administration of By-law" clause in the Marketing Levy By-law.

As part of this function, Destination Cape Breton will be required to perform the following functions:

- Educate accommodation operators in the municipality on the proper collection, reporting and remittance of the Marketing Levy.
- Ensure Marketing Levy remittances are properly recorded in the Check-In Analytics platform and that remittances are made to the municipality on a timely basis, as per the Marketing Levy By-law.
- Conduct a monthly reconciliation of Marketing Levy revenues and providing a detailed report to the municipality.
- Develop and implement a standard process for following up on outstanding Marketing Levy reports, remittances and payments with accommodation operators.
- Advise the municipality when accommodation operators in its jurisdiction are consistently delinquent (90 days or more after the due date) and require enforcement action, as outlined in the Marketing Levy By-law.

[MUNICIPALITY] commits to providing a monthly report to Destination Cape Breton by the 20<sup>th</sup> day of the each month that details all individual Marketing Levy reports and payments received by the municipality within the prior month.

Regards,

[NAME], Chief Administrative Officer



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**BRIEFING NOTE**  
**Municipality of the County of Richmond**  
**Deer Population**  
January 18, 2024

---

**Purpose**

The purpose of this briefing note is to update Council on our meeting with Elizabeth Walsh and Jason Power from the Department of Natural Resources & Renewables (DNRR) and the Hon. Trevor Boudreau, Minister of Community Services on January 12, 2024 regarding the Deer Population in Richmond County and to obtain support for staff to proceed with exploring the cost for an initial survey for budget discussions.

**Background**

On October 24, 2023, Council made a motion 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.

**Current Situation**

Nova Scotia is divided into 12 deer management zones. Richmond County is included in zone 111. (Map attached) DNRR periodically updates data for each zone and manages the broader areas. There are several factors that contribute to a rise in deer population as well as human and deer contact i.e.: number of residents hunting, vegetation growth along roadways and the weather. DNRR provides guidance to Municipalities in creating a Deer Management Plan. In order to develop a plan an initial survey is required to garner feedback, gain community support, and create objectives.

**Financial Resources**

There will be financial implications that need to be explored and brought to budget discussions.

**Other Resources**

Nova Scotia Community College has a Natural Resources Environmental Technology program that the Municipality may be able to hire a summer student, or as in the past, certain community based projects have been incorporated into the program course work plan.

**Recommendations**

It is recommended that Council have staff explore the costs of conducting an initial survey and add it to the list of topics for discussion at budget deliberations and further, to contact the NSCC Strait Area Campus instructor of the Natural Resources Environmental Technology program to enquire how the program helps with community projects and also if they have any technicians going through the program at this time that could be considered for our survey work.

**Action Required**

We are seeking a resolution of Council authorizing staff to explore the costs of conducting a survey and contact NSCC to enquire how the Natural Resources Environmental Technology Program may assist the County in this work. – **After many attempts this route did not proceed.**

### **Update - Nov. 2024**

Staff contacted an environmental consultant on Oct. 02, 2024 to discuss the process and next steps to being to address the deer issue in Richmond County. It was learned that the first step is determining the number of transects, or routes in the area of study and then doing the field work in April.

An estimated value for this work is between \$12 – 15,000.00 for the transect determination and field work. Additional days in the field due to weather conditions is \$1000.00/ day plus mileage. Staff are there recommending a safe budget of \$20,000.00 to have this first stage of the work completed.

Due to the value and policy, staff would be seeking a motion of council to do a request for quotes for the above noted work to see if there are other consultants available to conduct the study in our area. It should be noted that if this work begins this fiscal, it is an unbudgeted item, as the original work was being sought as an opportunity for students to conduct the study/work.



## **11. Community Acknowledgements**

Verbal



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

# Memo

**To:** Troy MacCulloch, CAO  
**From:** Steve Marcellus, ESC  
**Date:** November 27, 2024  
**Re:** VFD Equipment Funding

---

## **Background**

The Municipality approved a request in the 2024/2025 Fire Services budget to assist the Volunteer Fire Departments (VFDs) with the purchase of a Self-Contained Breathing Apparatus (SCBA) air filling station and an extractor (washer) at \$5,000 each totaling \$10,000. This request was made to improve the time it takes volunteers to send SCBA bottles and Firefighter gear for cleaning and filling.

## **Request of Council**

To be aware of a change to the approved funding for the VFD equipment purchases. The reallocation of funds from an extractor (washer) to the SCBA air filling station. This change has the full budgeted amount of \$10,000 going to the air compressor unit. The extractor(s) will be purchased by the individual departments.

## **Budget Implications**

Nil



# Memo

**To:** Troy MacCulloch, CAO  
**From:** Clint Samson, Revenue Manager  
**Date:** November 21, 2024  
**Re:** Property Damaged by Fire - AAN 04127455 - Rodney Samson

---

Mr. Troy MacCulloch,

Please find attached a letter from Rodney Samson indicating his dwelling located at 29 South Side Petit De Grat RD, Alderney Point, Nova Scotia was completely destroyed by fire on August 7, 2024. According to our Municipal Policy, Tax Reduction Due to Fire, copy attached, this property qualifies for this reduction. I requested the relevant information from PVSC to calculate the adjustment, copy attached. Based on the date of the fire, August 7, 2024, and the assessed cap value (\$77,900.00, see attached) for the year end March 31, 2025, I recommend we write off taxes in the amount of \$400.69, which represents taxes on the dwelling only from August 7, 2024 to March 31, 2025.

Regards,

---

Clint Samson  
Revenue Manager

October 25, 2024

Attn: Clint Samson

Please note a fire occurred at the address of 29 Southside Petit de Grat (AAN # 04127455). The fire occurred on August 7, 2024 and the house has was a total loss and is no longer on the property.

Rodney Samson

902-227-8624

A handwritten signature in blue ink, appearing to be 'Rodney Samson', written in a cursive style.

**MUNICIPALITY OF RICHMOND**

**POLICY**

**POLICY NAME:**

**TAX REDUCTION DUE TO FIRE**

**DATE ADOPTED:**

**MAY 9, 2005**

Pursuant to Section 69A of the Municipal Government Act, Council may by resolution reduce the taxes payable on a given property where a building on that property has been totally destroyed by fire and where a written request for tax reduction is received from the assessed property owner. Any tax reduction granted shall be determined by Council based on assessment valuation and on consideration of documentary evidence of loss and such other evidence as Council requires from the property owner. Tax reduction may be made retroactive to the date of the loss and shall be reviewed annually by Council for determination, by further resolution, on whether the reduction should continue or be withdrawn.

On receipt of a tax reduction request pursuant to this policy, the Municipal Clerk shall request a valuation of the property from the Director of Assessment. The Clerk shall put the Director's valuation before Council for purposes of its decision on the tax reduction request.

Nothing in this policy permits reduction of taxes payable where the property's assessment value has been reduced to reflect the subject building loss.

This policy shall take effect retroactive to January 1, 2004.

November 20, 2024

Municipality of the County of Richmond  
2357 Hwy 206  
Arichat, NS  
B0E 1A0

**Re: Fire Damaged Property: 29 South Side Petit De Grat Rd, Alderney Point, AAN 04127455, Joseph Arthur Rodney Samson**

Attn: Clint Samson

Your request of October 28, 2024, indicated the above referenced property sustained fire damage on August 7, 2024.

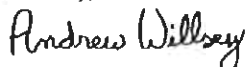
Section 69A of the *Municipal Government Act* (MGA) 1998, c. 18, s.1 provides that a municipal council may, by policy, provide for reduction or re-imbusement of taxes payable in cases of property destroyed or damaged by fire. To support such a policy, that section of the MGA also sets out that Property Valuation Services Corporation (PVSC) provide a new opinion of value reflecting the damage or destruction upon request of the Clerk.

In response to your request respecting the above referenced property, we have provided the following revised opinion of value reflecting damage or destruction for taxation purposes pursuant to the municipality's policy in this regard. Pursuant to the legislation, the revised value below will not be reflected on the current year's filed Assessment Roll.

Current Filed Roll Assessed Value	Tax Classification	Revised Opinion of Value Reflecting Damage or Destruction (for tax purposes)	Tax Classification
\$ 99,500	01 Residential	\$5,300	01 Residential

If you have any questions or require additional information, please contact PVSC at 1-800-380-7775.

Sincerely,



**Andrew Willsey**, Assistant Director, Roll and Data Maintenance

Property Valuation Services Corporation  
238A Brownlow Ave, Suite 200, Park Place II  
Dartmouth NS, B3B 2B4

1-800-380-7775 | Fax 902-720-7873 | [andrewwillsey@pvsc.ca](mailto:andrewwillsey@pvsc.ca)

[www.pvsc.ca](http://www.pvsc.ca)

JUR: 66 MUNICIPALITY OF THE AAN: 04127455  
COUNTY OF RICHMOND

Primary Assignment: 66 - Rae MacDonald Secondary Assignment: 66 - Rae MacDonald

**NBHD: 660364 LUC: 0000 Res/Com: R ROLLTYPE: RPROLLEYEAR: 2025**  
SAMSON JOSEPH ARTHUR RODNEY 29 SOUTH SIDE PETIT DE GRAT RD ALDERNEY POINT

### Values History

Year	Land	Building	OBY	Total Building	Total Market Value Assessment	Cap Assessment
2024	\$6,600	\$79,100	13800	\$92,900	\$99,500	\$77,900
2023	\$5,300	\$59,300	10900	\$70,200	\$75,500	\$0
2022	\$5,900	\$62,600	10700	\$73,300	\$79,200	\$75,700
2021	\$5,700	\$60,600	10600	\$71,200	\$76,900	\$71,900
2020	\$5,700	\$60,500	10500	\$71,000	\$76,700	\$71,700
2019	\$5,300	\$55,900	10700	\$66,600	\$71,900	\$71,000
2018	\$5,300	\$55,500	10900	\$66,400	\$71,700	\$69,000
2017	\$5,300	\$55,800	11000	\$66,800	\$72,100	\$68,400
2016	\$5,300	\$56,000	11100	\$67,100	\$72,400	\$67,500
2015	\$5,300	\$54,500	11300	\$65,800	\$71,100	\$67,300
2014	\$5,300	\$52,500	11400	\$63,900	\$69,200	\$66,000
2013	\$5,300	\$52,800	11600	\$64,400	\$69,700	\$65,500
2012	\$5,300	\$55,400	5200	\$60,600	\$65,900	\$64,600
2011	\$5,300	\$51,900	5100	\$57,000	\$62,300	\$62,200
2010	\$5,300	\$33,200	5000	\$38,200	\$43,500	\$0
2009	\$5,000	\$20,800	1900	\$22,700	\$27,700	\$24,500
2008	\$4,500	\$18,400	1700	\$20,100	\$24,600	\$23,700

Rodney Samson - Property Destroyed by Fire

07-Aug-24

ANN: 04127455

Property assessment	2024	\$77,900.00 (Cap)
Residual Value		\$5,300.00
Assessed Value		\$72,600.00
Tax rate		\$0.85
2024 tax write off		\$ 400.69

## Shelley David

---

**From:** Chris Boudreau  
**Sent:** November 28, 2024 11:20 AM  
**To:** Shelley David  
**Subject:** Fw: Invitation to Join the Rural Region 1 Solid Waste Committee  
**Attachments:** Solid Waste Committee Terms of Reference.docx

Good Morning,

Please see correspondence below from the Solid Waste Coordinator for our region and the attached terms of reference for the proposed committee. The committee is seeking an administration and Council representative from each of the rural units in Cape Breton. I have agreed to represent staff for our Municipality.

Can you please include this under Correspondence - Action Required on the next COW so that Council may consider the request for representation on the committee?

Thank you,

Chris

Chris Boudreau, P.Eng  
Director of Public Works / Municipal Engineer  
Municipality of the County of Richmond  
2357 Highway 206  
Arichat, Nova Scotia B0E 1A0  
Office: (902) 226-3988  
Mobile: (902) 227-8474  
Fax: (902) 226-0060

**From:** Nicole Latimer <[Nicole.Latimer@invernesscounty.ca](mailto:Nicole.Latimer@invernesscounty.ca)>  
**Sent:** November 15, 2024 2:50 PM  
**To:** Sajin John <[sajin.john@TownOfPortHawkesbury.ca](mailto:sajin.john@TownOfPortHawkesbury.ca)>; Kelly Brett <[kelly.brett@VictoriaCounty.ca](mailto:kelly.brett@VictoriaCounty.ca)>;  
[caboudreau@richmondcounty.ca](mailto:caboudreau@richmondcounty.ca)  
**Cc:** Erin Gillis <[Erin.Gillis@invernesscounty.ca](mailto:Erin.Gillis@invernesscounty.ca)>  
**Subject:** Invitation to Join the Rural Region 1 Solid Waste Committee

Good afternoon everyone,

As mentioned in Wednesday's coordinators meeting summary, I am in the process of forming a Rural Region 1 Solid Waste Committee.

The committee's goal is to bring together rural municipalities (staff and council) to discuss solid waste initiatives, regulations, and updates. It will also serve as a platform to identify opportunities for collaboration and address items from the Regional Coordinators agenda, including EPR, Divert NS updates, EPRA updates, and NSECC updates.

The committee will meet approximately every 6–8 weeks, aligning with the schedule of Regional Coordinators and Regional Chairs meetings. Most meetings will be held virtually, with an annual in-person option to foster stronger connections.

I would like to see at least one council representative and one municipal staff member from each municipality/town as committee members. The committee will also elect a chair who will represent Rural Region 1 at the provincial level during Regional Chairs meetings.

If you or someone from your municipality is interested in joining the committee or if you have any questions before presenting this to your council, please feel free to reach out. I'd be happy to provide more details or the Terms of Reference, which I am currently finalizing.

Thank you for considering this opportunity to collaborate on important solid waste initiatives.

Have a great weekend,

Nicole Latimer



**Nicole Latimer**

Solid Waste Educator/Coordinator  
Municipality of the County of Inverness  
375 Main Street, Port Hood, NS B0E 2W0  
Ph: 902-323-0284  
[www.invernesscounty.ca](http://www.invernesscounty.ca)

## **Terms of Reference (TOR)**

### **Solid Waste Committee – Rural Region 1**

#### **1. Purpose**

The Inter-Municipal Solid Waste Committee will serve as a collaborative platform for sharing information, insights, and best practices related to solid waste management across four participating municipalities. The committee's primary role is to relay and discuss waste reduction initiatives, recycling programs, and sustainability efforts learned through regional coordinators' meetings, where one designated member represents the municipalities. The committee aims to enhance cooperation and knowledge-sharing to improve waste management practices region-wide.

#### **2. Objectives**

The objectives of the Solid Waste Committee are to:

- Exchange information on waste management programs and initiatives presented at regional coordinators' meetings.
- Identify opportunities for collaboration and resource-sharing between municipalities.
- Provide recommendations on region-wide policies and strategies to improve waste diversion, recycling, and composting efforts.
- Promote consistent public education campaigns across municipalities to enhance community engagement in waste reduction.
- Monitor and evaluate the effectiveness of shared waste management practices and report on regional progress.

#### **3. Membership**

The committee will be comprised of members from the four participating municipalities, including:

- At least 1 elected official from each municipality.
- At least 1 representative from each municipality's waste management or environmental services department.
- A designated member (or their alternate) who attends the regional coordinators' meetings to represent the collective interests of the municipalities.

Membership is voluntary, and terms will be for 2 years, with the option for renewal. Each municipality will appoint its representatives to the committee.

#### **4. Roles and Responsibilities**

Committee members will:

- Attend scheduled meetings and participate actively in discussions, sharing relevant information from their respective municipalities.
- Report on waste management initiatives and strategies discussed at the regional coordinators' meetings.
- Collaborate with other committee members to identify region-wide opportunities for waste reduction.
- Support the development of joint public education campaigns and programs.
- Provide input into the evaluation of regional waste diversion programs and policies.

The Chairperson will:

- Lead committee meetings and ensure the group stays on task to meet objectives.
- Set meeting agendas in consultation with committee members.
- Act as the liaison between the committee, municipal council, and other relevant municipal bodies.
- Ensure timely reporting and communication of committee decisions and recommendations to the municipality.

The representative attending the regional coordinators' meetings will:

- Attend regional coordinators' meetings on behalf of the committee.
- Report back on initiatives, trends, and regulatory updates that affect the region's waste management programs.
- Serve as the primary point of contact between the regional coordinators' meetings and the committee.

## **5. Decision-Making Process**

Decisions will be made through a collaborative approach, with members working to reach consensus. If consensus cannot be reached, decisions will be made by majority vote. Each member, including the Chair, will have one vote.

## **6. Meetings**

- The committee will meet following the regional coordinators and regional chairs committee meeting schedule to discuss relevant updates and share information.
- The Chairperson or a designated member will prepare and circulate meeting agendas and minutes in advance.
- Meetings will take place in person or virtually, depending on the needs of the members.
- A quorum for meetings will be 50% of members.

## **7. Term of Committee**

The committee will be established for an initial term of 2 years, with the option for extension based on the progress and ongoing need for the committee's work.

### **8. Resources and Support**

The participating municipalities will provide:

- Administrative support to coordinate meetings, record minutes, and manage communication.
- Access to relevant data and resources needed for the committee to make informed recommendations.
- Funding or logistical support for joint initiatives, as deemed appropriate by the municipalities.

### **9. Amendments to Terms of Reference**

These Terms of Reference will be reviewed bi-annually or as needed by the committee and may be amended with the approval of the participating municipalities to ensure they continue to support the committee's objectives effectively.



A man with glasses and a grey hoodie is looking at a tablet. The tablet screen shows a red map overlay on a dark background. The background is a blurred outdoor setting with rocks and greenery.

# Community Report

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2023-24

**nscC**

# Pjila'si (Welcome)

## President and Board Chair message

Welcome to the 2024 Community Report.

We are pleased to share a snapshot of the major initiatives undertaken at the College during the latest academic year, and to introduce you to some of the College's incredible students and employees who have supported them on their learning journey.

It was a momentous year for the College with the opening of the impressive new Sydney Waterfront Campus and two important new student housing facilities in Dartmouth and Stellarton. In addition, we have been focused on the continued expansion of fast-track programs and microcredentials designed to quickly meet current and future needs in the in-demand professions within the healthcare and skilled trades sectors.

Together, the stories in this report reflect the results of the College's collaboration with partners within the province and beyond to create unique solutions to both address labour market needs and enhance the quality of life for Nova Scotians. With the help of these partnerships with government, industry and community we are transforming our province, one learner at a time.

Our thanks to all who have contributed to the progress and success of NSCC. Through your collective efforts, we are and will continue to positively contribute to communities across Nova Scotia.

I invite you to start turning the pages to learn more. You can review NSCC's 2024 Financial Statements at [nsc.ca/financials](https://nsc.ca/financials).

With gratitude,



Don Bureaux  
President, NSCC



Karen L. Churchill  
Chair, NSCC Board of Governors

# Action on healthcare

Creating a skilled healthcare workforce for Nova Scotians will result in a more efficient, modern, equitable and respectful health ecosystem for all.

## Advancing careers with CCA to PN bridge program

The Continuing Care Assistant (CCA) to Practical Nursing (PN) bridge pilot program provides 25 certified CCAs working in the sector with the opportunity to study in a blended Practical Nursing program at NSCC's Truro Campus, free of charge. Supported by the Province, this first-in-Nova Scotia program provides a pathway for CCAs to become practical nurses while remaining on the job and earning a salary.

## Expansion of Practical Nursing seats

With Provincial government support, NSCC continues to help address critical labour needs within the healthcare sector through the addition of 120 continuous and 180 one-time Practical Nursing seats. This extra capacity for learners in this in-demand field of study is helping to support the addition of more practical nurses being available for hire across the province.

## Helping long-term care operators to go green

Customized modules were developed and delivered to long-term care homes to help make buildings more energy efficient. The 6-module, virtual course was offered to more than 120 long-term care facilities in the province, expanding capacity across Nova Scotia by educating building managers on best practices related to sustainability and energy efficiency.

## Training Continuing Care Assistants faster

NSCC, the Province and Shannex collaborated on a new training program for Continuing Care Assistants (CCAs) with updated curriculum which will allow students to complete CCA training in a shorter time. The 6-month program, which is being tested, is supported by a \$3.6 million Provincial government investment. The program will continue to focus on resident safety, personal care, and social and mental wellbeing.

## Additional Medical Laboratory Technologist seats

More Medical Laboratory Technologists are being trained with the number of program seats increasing from 40 to 60. This additional capacity will ensure more Medical Laboratory Technologists are trained and ready to fill needs within this critical health profession. The program, which is primarily in-person learning, prepares students to perform essential laboratory testing and investigations crucial for diagnosis, treatment and prevention across the province.



## Starleen Gould

Continuing Care Assistant (CCA) Eskasoni cohort, Marconi Campus

Envisioning a brighter future where she could provide a secure life for her family and fulfill her true calling as a caregiver, Starleen enrolled in the Continuing Care Assistant (CCA) Eskasoni cohort. Starleen now works full time as a CCA at the Kiknu long-term care facility in Eskasoni.

“I’m grateful to have had the unique opportunity to learn in my community, in my language and with my people.”

[nsc.ca/starleen](https://nsc.ca/starleen)

**663** health and human services graduates entering the workforce in 2023-24

**13** new healthcare offerings (CCA and PN) at 8 NSCC campuses in 2023-24



## Melissa Beed

Fast Track Carpentry Certificate,  
Akerley Campus

Melissa Beed shifted from full-time mom to full-time student in the Fast Track Carpentry Certificate program, where she gained skills to build houses and pursue her passion for helping those in need.

“Housing is a basic need, and it feels really cool to be part of providing that. Being able to say, ‘I built that,’ gives me a lot of pride.”

[nsc.ca/melissa](https://nsc.ca/melissa)

# Accelerating skilled trades

NSCC is dedicated to expanding the skilled trades workforce, enhancing housing development and fostering a healthier economy by preparing students for high-demand careers through innovative programs and initiatives.

## Distribution of trades bursaries

The \$5,000 Growing Nova Scotia’s Skilled Trades Workforce Bursary supports 320 students enrolled in construction programs at NSCC. This helps cover tuition and living expenses and promotes access to essential trades training by reducing financial barriers, empowering students to pursue careers in the trades sector and addressing critical skills shortages.

## High school pilot initiative

Planning is underway to welcome 34 grade 12 students in pre-apprenticeship plumbing and electrical programs at NSCC in February 2025. The pilot, taking place at Sydney Waterfront Campus and Truro Campus will enable students to complete their training in 9 months and graduate in November 2025, accelerating their entry into the workforce.

## Successful pilot of Fast-Track Carpentry

The Carpentry Fast-Track Certificate program provides essential skills and hands-on training in just 27 weeks. This approach equips students with practical construction skills, safety practices and valuable real-world experience. Streamlining education without compromising quality ensures graduates are job-ready sooner, contributing directly to the skilled trades workforce.

## Youth summer camps

Free skilled trades exploration camps for youth aged 12-15 took place at various campuses throughout the summer. These camps provided a safe and interactive environment for youth to explore careers in the skilled trades. They were funded by the Nova Scotia Apprenticeship Agency as part of the Government of Nova Scotia’s Actions to Accelerate Skilled Trades Growth. Through engaging activities, the camps inspired the next generation of trades professionals in the province.

## Future-proofing programs

Equipment and learning spaces are continuously evaluated and updated as needed to ensure students are prepared for the future of skilled trades. The Precision Machining program, now housed in a new, modern shop at Akerley Campus in Dartmouth, provides hands-on experience with the latest industry standards and practices preparing students to enter the workforce confidently.

**1,900** students enrolled in trades and transportation programs in 2023-24

**166** participants in 2024 summer youth camps

# Future of programming

The workforce is rapidly changing with industries often requiring new skills. NSCC helps meet this demand by providing educational opportunities that allow for accelerated and flexible training and skill upgrading across current and emerging industries.

## Quick training and upskilling with microcredentials

As part of Canadian Colleges for a Resilient Recovery (C2R2), NSCC collaborated alongside other post-secondary institutions to develop and deliver microcredentials that quickly address critical skills shortages and help lead the transition to a clean economy. In the 2023-24 academic year, 27 microcredentials were delivered through flexible formats – including hybrid, in-person, and online – providing students with the competencies needed to remain competitive in an evolving job market.

## Reimagining programming for a digital world

Machines and artificial intelligence are changing the skills employers need. NSCC is responding through the creation of dedicated programs like IT Programming for Artificial Intelligence (AI) and by integrating AI, machine learning and advanced robotics in the curricula of programs across all 5 schools. By doing this, we are teaching students how to leverage technology to increase productivity. This year, the College developed a healthcare simulation technician program to address training needs in Nova Scotia. This customized program will provide learners with the knowledge and skills required to fulfill simulation technical operations roles, offering key support to simulation-based learning in health care.

## Fast track offerings

Accelerated offerings for Early Childhood Education (ECE), Continuing Care Assistant (CCA) and Carpentry programs are getting students into in-demand careers faster. These programs address critical workforce shortages by equipping students with the necessary skills and knowledge in a shorter time frame. This approach supports the immediate needs of the community and prepares graduates for successful, impactful careers that are in high demand.

## Training for green careers

To address the need for more green careers, programming is expanding to include new offerings like the Climate Change – Building Performance Technology Graduate Certificate, and a suite of solar-related microcredentials and modules for electric vehicle maintenance. These programs ensure students can build on their existing skillsets to gain new and emerging skills that will help make Nova Scotia a greener and more sustainable province.



## Tyler Butler

Power Engineering Technology,  
Strait Area Campus

NSCC Strait Area Campus and faculty Tyler Butler, in partnership with C2R2, won the 2024 Hydrogen Digital Innovator Award at the Canadian Hydrogen Convention for developing hydrogen and clean energy microcredential courses through Quick Train Canada.

“Turning out a compelling product in a condensed timeline was possible because of the opportunity to collaborate across the country. Undertakings like this help position Nova Scotia as a clean energy leader.”

[nsc.ca/hydrogen](https://nsc.ca/hydrogen)

**550** microcredential students in 2023-24

**26** new programs and courses offered in 2023-24

# Student housing

Finding long-term or short-term accommodation has become a challenge for many Nova Scotians, including students. NSCC is committed to providing safe, affordable and accessible living options through a combination of new campus housing facilities and support for off-campus housing.



## Akerley and Pictou Campus student housing

Two new campus housing facilities opened in fall 2024, supported by a \$112 million investment from the Province. The new facilities add 50 new living spaces in Stellarton's Pictou Campus and 100 in Dartmouth at Akerley Campus for students studying at NSCC. Existing housing facilities in Lawrencetown, Port Hawkesbury and Truro continue to offer safe and accessible living options for students.

**811** current and upcoming student housing beds



## 2025: Ivany Campus student housing

Opening in fall 2025, the NSCC Ivany Campus housing facility is part of the \$112 million investment from the Province. This 200-bed, 96,000 square foot building will offer stunning views of Halifax Harbour, addressing the need for additional student accommodation and enhancing the overall campus experience.

**10** student housing facilities open or in development



## Four new student housing builds announced

As part of the Province's housing strategy, the Nova Scotia Government announced 4 new NSCC student housing facilities to provide students with more affordable options and ease pressure on the local housing supply. The facilities are planned for Institute of Technology Campus (100 beds), Kingstec Campus (90 beds), Cumberland Campus (40 beds), and Lunenburg Campus (40 beds). Each location will be built on government-owned land at or near each campus.



## Off-campus housing support

To assist students in securing suitable off-campus housing, an online resource guide, 'NSCC Living in Nova Scotia: A Resource Guide for Students,' has been developed. This online module series covers topics like Nova Scotia culture, signing a rental agreement, lease or contract; being aware of rental scams; and how to live with others peacefully. Additionally, partnerships with Places4Students and Happipad offer free tools to connect students with property owners, further supporting their search for housing.



Learn more about the  
Sydney Waterfront Campus  
[nsc.ca/sydneywaterfront](https://nsc.ca/sydneywaterfront)

# Sydney Waterfront Campus

Sydney Waterfront Campus in downtown Sydney, Cape Breton opened its doors in September 2024, replacing Marconi Campus. The purpose-built campus has 4 buildings connected by a series of pedways and is built with sustainability, accessibility and inclusion top of mind. The campus offers expanded programming, new technologies, new features and enhanced spaces including a 50-space Childcare Centre, operated by the YMCA of Cape Breton.

**305K** square feet

**100%** sustainably heated and cooled  
using geothermal energy



## Community impact

The 305,000 square foot campus located in a walkable area in the heart of downtown is a driver for social and economic growth. The modern, centrally located build makes the College top of mind for people when considering their education options and is a piece of social infrastructure, transforming the lives of students, their families, our communities and our province.



## Accessibility

As part of NSCC's commitment to accessible and equity-centered education for the entire community, Sydney Waterfront Campus exceeds accessibility standards through features and building design. Designed according to Rick Hansen Foundation Accessibility Certification, Sydney Waterfront Campus is one of the most accessible buildings in the province providing full inclusion for all learners.



## Sustainability

Built according to the province's highest standards in sustainability, Sydney Waterfront Campus has a lower carbon footprint than most conventional buildings in the province. The Campus is targeting LEED Gold Standard – an international standard of sustainability excellence and green building leadership. From conserving water and energy to generating better air quality and utilizing natural light, Sydney Waterfront Campus provides optimal learning conditions for students and employees, while preventing the depletion of natural and physical resources.



## Mark Mortel

Occupational Health and Safety,  
Institute of Technology Campus

Mark Mortel, a nurse in his home country of the Philippines, came to NSCC to pursue an Occupational Health and Safety (OH&S) diploma. He recently secured his Nova Scotia nursing license through an expedited pathway for international nurses. He now works at Dartmouth General Hospital, integrating his nursing skills with his OH&S training.

“NSCC has a lot of great resources to help international students settle in the province. These supports helped me make new connections and improve my skills.”

[nsc.ca/mark](https://nsc.ca/mark)

# Creating a welcoming and diverse community

NSCC is committed to fostering an equitable, inclusive, and diverse environment for everyone. This dedication is reflected in various initiatives and supports designed to encourage students and employees to actively contribute to an equitable community.

## Community councils

The NSCC-Mi'kmaq Joint Working Committee and Joint Steering Committee, Black Community Council and Accessibility Advisory Committee provide first-voice input to help drive systemic change, provide guidance and support decolonizing efforts to create an inclusive educational environment. These councils focus on improving student experiences, addressing systemic barriers and fostering equity and accessibility for equity-deserving communities.

## International student experience and immigration

Various supports and programs have been developed to ensure international students feel welcomed in community and are supported throughout their studies. This includes dedicated international student advisors, immigration advice, EAL supports and a Writing Centre, as well as the International Student Ambassador (ISA) Program, which fosters community through events and activities. Additionally, NSCC participates in the Pathway to Stay Program, in collaboration with the Business + Higher Education Roundtable and the Government of Canada, which prepares international students for Work Integrated Learning and employment.

## Tuition and financial support for students from equity-deserving communities

Last year, \$41.1K in cost-of-living bursaries, were dedicated to students from equity-deserving communities including Mi'kmaq and African Nova Scotian learners. Financial support has been continuously enhanced through current and new student awards and programs including Entrepreneur-in-the-Making, Student Works, Pathways to Shipbuilding for People of African Descent and the Growing Nova Scotia's Skilled Trades Workforce Bursary.

## Accessibility

Aligned with the Accessibility Plan and Nova Scotia's goal of becoming barrier-free by 2030, accessible course materials and a resource guide have been introduced to aid faculty with implementing academic accommodations. Accessibility Teaching Specialists were also hired to support faculty in complex teaching situations, and the Admissions Policy was updated to include a designated seat for Persons with Disabilities.

**74** international student ambassadors

**102** awards distributed to students from equity-deserving communities

# Community and industry partnerships

Through hands-on, industry-led partnerships, the College is helping Nova Scotia tackle pressing issues like climate resilience, healthcare for seniors and digital transformation. This work advances social enterprise, drives productivity and supports economic growth while giving students valuable work experience through innovative projects and up-training programs tailored to future skills.

## Climate change initiatives with partners

The College works on projects to advance clean technologies and protect Nova Scotia from climate change. We create de-carbonization AI bots for industry partners like clean tech company Acuity and use advanced mapping techniques to tackle climate issues like floods, coastal erosion and ocean pollution. Work in energy research, including data analysis and battery testing now extends to marine propulsion projects, supporting the integration of electric and hybrid systems into boats. Collaborating with 3D Wave Design, 3D mapping models have been enhanced to improve wildfire planning and emergency response.

## SEATAC renewal

SEATAC, a federally funded Technology Access Centre, provides essential support for small and medium-sized ocean-technology businesses. In June 2024, SEATAC was one of 15 centres nationwide to receive \$1.7 million in renewal funding for the next 5 years, building on its impactful work since 2019. SEATAC has been involved in 60+ projects helping companies increase economic competitiveness and productivity since its inception.

## Supporting longevity and community engagement for seniors

The Centre of Rural Aging and Health (CORAH), a partnership between the Province and NSCC, has expanded to include locations at Shelburne Campus and Strait Area Campus. These new hubs are modelled after a successful pilot at Annapolis Valley Campus, which launched in 2021. All locations offer activities, education and services tailored to the needs of local seniors, helping them remain engaged in and connected to their communities.

## Agricultural innovation

The quality of balsam firs in Nova Scotia is at risk. In partnership with Perennia Food and Agriculture Corporation and the Christmas Tree Council of Nova Scotia, NSCC researchers have improved tissue culture methods to produce superior seedlings. This resulted in a federal grant in June 2024 of over \$500K to establish an Agriculture Biotechnology Cool Climate Centre. The Centre will work with local businesses to research biostimulants and soil amendments to develop resilient crops and increase yield.



## Mamadou Coulibaly

Geographic Information Systems/  
Applied Research AGRG, COGS

Under the guidance of NSCC geomatics researchers, Geographic Information Systems student Mamadou Coulibaly is assisting Mahone Bay-based 3D Wave Design in refining its wildfire simulation software by comparing it to existing models.

“3D Wave Design’s software simulates fires in 3D, unlike the current 2D models, which will significantly improve wildfire planning and emergency preparation. This experience has deepened my passion for geospatial analysis and its real-world impact.”

[nsc.ca/mamadou](https://nsc.ca/mamadou)

**21,931** CORAH registration sessions at Annapolis Valley Campus from 2020-24

**\$5.8M** in research income/funding received in 2023/24

# Making an impact

**140+**

programs offered <sup>1</sup>

**19,000**

students welcomed  
each year <sup>1</sup>

**26**

average age of  
NSCC students <sup>1</sup>

**87%**

of NSCC students are  
from Nova Scotia <sup>1</sup>

**54%**

of incoming students  
have previous post-  
secondary experience <sup>3</sup>

**33%**

of incoming students are  
first generation to attend  
post-secondary <sup>3</sup>

**93%**

of employed NSCC graduates  
live and work in Nova Scotia <sup>2</sup>

**93%**

of graduates satisfied  
with their overall  
NSCC experience <sup>2</sup>

**\$2.2B+**

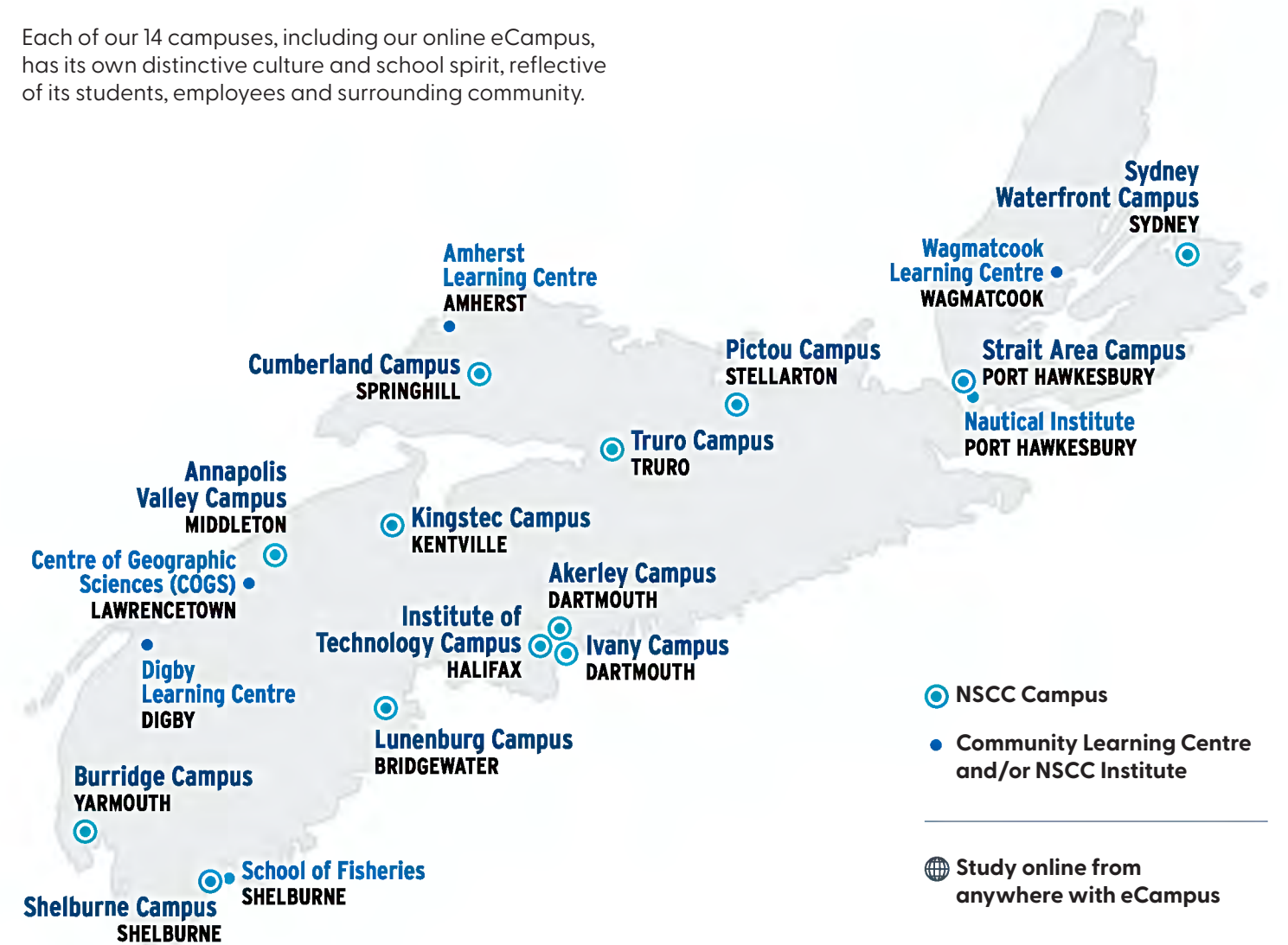
contributed to the Nova  
Scotia economy by NSCC  
and its students in 2022-23 <sup>4</sup>

Sources:

1. NSCC Institutional Research
2. NSCC 2023 Graduate Survey
3. NSCC 2023 Fall Student Success Survey
4. The Economic Value of Nova Scotia Community College - November 2023

# Find your place. Make your mark.

Each of our 14 campuses, including our online eCampus, has its own distinctive culture and school spirit, reflective of its students, employees and surrounding community.





**[nsc.ca/communityreport](https://nsc.ca/communityreport)**

[communityreport@nsc.ca](mailto:communityreport@nsc.ca)

1-866-679-6722

Financial statements: View the full version of NSCC's Consolidated Financial Statements at **[nsc.ca/Financials](https://nsc.ca/Financials)**.

***nsc***

**Shelley David**

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**Subject:** FW: Senate Appointments Cycle / Cycle de nominations au Sénat

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**From:** Senate Appointments / Nominations au Sénat <[senateappointments-nominationsausenat@pco-bcp.gc.ca](mailto:senateappointments-nominationsausenat@pco-bcp.gc.ca)>

**Sent:** Thursday, November 28, 2024 11:04:06 AM

**To:** Lois Landry <[Lois.Landry@richmondcounty.ca](mailto:Lois.Landry@richmondcounty.ca)>

**Subject:** Senate Appointments Cycle / Cycle de nominations au Sénat

You don't often get email from [senateappointments-nominationsausenat@pco-bcp.gc.ca](mailto:senateappointments-nominationsausenat@pco-bcp.gc.ca). [Learn why this is important](#)

Hello Lois:

As Chair of the Independent Advisory Board for Senate Appointments (Advisory Board), I am writing to ask your assistance in identifying high-calibre Canadians who could serve in the Senate of Canada. The [Advisory Board](#) is a non-partisan body mandated to provide merit-based recommendations to the Prime Minister on Senate appointments. We are continuing to engage with organizations across the country to ensure that information about the appointments process is shared widely among Canadians. In doing so, we hope to appeal to a diverse range of applicants with a variety of backgrounds, skills, knowledge, and experience.

### **What is the Senate's role?**

The Senate is the Upper House in Canada's parliamentary democracy. It unites a diverse group of accomplished Canadians in service of their country. Created to counterbalance representation by population in the House of Commons, the Senate not only defends regional interests, it also creates a space for the voices of historically underrepresented groups like Indigenous Peoples, racialized communities, and women.

### **What does a senator's work involve?**

Parliament's Senators shape Canada's future. They participate in debates in the Senate Chamber, review legislation or propose their own bills, manage their office and stay in touch with the issues affecting the province or territory they represent. As members of Senate committees, they play an investigative role and undertake studies on challenges facing the country. These are important positions that provide a platform to speak out about the issues affecting everyone in Canada.

Once appointed, Senators serve until they reach the mandatory retirement age of 75, or until they choose to step down. They are not required to run in an election.

For more information on the Senate, including current senators and their planned retirement date, please refer to the [Senate of Canada website](#).

### **New application review cycle**

The Advisory Board is launching a call for applicants to fill current and upcoming Senate vacancies for Nova Scotia and other provinces. The dates by which we will start reviewing applications for each targeted province are or will be listed on our [website](#) in due course. The Advisory Board encourages Canadians to apply or update their application before these dates to ensure their documentation is considered for this cycle. Applications received on or after these dates could be considered for this cycle or retained for a future cycle at the Advisory Board's discretion. Please note that applications are accepted at any time and are retained for two years.

### **Nominate, support and inform a potential candidate**

We would appreciate it if you could share this information with your network and with any high-quality individuals you consider to be potential candidates for appointment to the Senate and who you feel meet the [assessment criteria](#). You may also wish to [nominate](#) a candidate or support them by writing a reference letter. Note that reference letters must be submitted by the candidate. Finally, you can share information about the Senate appointments process with potential applicants quickly and easily by email or through social media by using the "Share this page" button at the bottom of each page of the [Advisory Board website](#).

I hope that the Advisory Board can count on your organization's support and engagement in the Senate appointments process.

Sincerely,



Huguette Labelle  
Chair, Independent Advisory Board for Senate Appointments

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Bonjour Lois,

À titre de présidente du Comité consultatif indépendant sur les nominations au Sénat (Comité consultatif), je vous écris afin de solliciter votre aide pour trouver des Canadiennes et des Canadiens de haut calibre qui pourraient siéger au Sénat du Canada. Le [Comité consultatif](#) est un organisme non partisan dont le mandat consiste à formuler des recommandations fondées sur le mérite à l'intention du premier ministre concernant les nominations au Sénat. Nous continuons de collaborer avec des organismes de partout au pays afin que l'information sur le processus de nominations soit largement diffusée auprès de la population. Nous souhaitons ainsi attirer un large éventail de candidats aux antécédents, aux compétences, aux connaissances et aux expériences variés.

### **Quel est le rôle du Sénat?**

Le Sénat est la chambre haute dans la démocratie parlementaire canadienne. Il réunit un groupe diversifié de Canadiens désireux de servir leur pays. Le Sénat a été créé pour faire contrepoids à la représentation démographique de la Chambre des communes. Il se consacre à la défense des

intérêts régionaux et offre un espace où les voix des groupes historiquement sous-représentés, comme les peuples autochtones, les communautés racisées et les femmes, peuvent se faire entendre.

### **En quoi consiste le travail des sénateurs?**

Les sénateurs du Parlement façonnent l'avenir du pays. Ils participent à des débats dans la Chambre du Sénat, examinent ou proposent des projets de loi, dirigent un bureau et se tiennent au courant des questions qui touchent la province ou le territoire qu'ils représentent. À titre de membres de comités du Sénat, ils jouent un rôle d'enquête et mènent des études sur des défis auxquels le pays est confronté. Il s'agit de postes importants qui offrent à ceux qui en sont titulaires une plateforme pour s'exprimer sur les questions qui touchent l'ensemble de la population canadienne.

Une fois nommés, les sénateurs demeurent en poste jusqu'à l'âge obligatoire de retraite de 75 ans ou jusqu'à ce qu'ils décident de quitter leurs fonctions. Ils n'ont pas à se porter candidat à une élection.

Pour plus d'informations sur le Sénat, y compris sur les sénateurs actuels et la date prévue de leur départ à la retraite, veuillez consulter le [site Web du Sénat du Canada](#).

### **Nouveau cycle d'examen des demandes**

Le Comité consultatif lance un appel aux candidats pour pourvoir les sièges vacants ou qui deviendront vacants pour la Nouvelle-Écosse et autres provinces. Les dates du début de l'examen des demandes pour chaque province visée sont ou seront indiquées sur notre [site Web](#) en temps opportun. Le Comité consultatif encourage les Canadiennes et les Canadiens à présenter ou à mettre à jour leur candidature avant ces dates afin que leur documentation soit examinée au cours du présent cycle. Les demandes de candidatures reçues à ces dates ou ultérieurement pourraient être prises en considération pour ce cycle ou retenues pour un cycle ultérieur, à la discrétion du Comité consultatif. Veuillez noter que les demandes sont acceptées en tout temps et conservées pendant deux ans.

### **Proposer, appuyer ou informer un candidat potentiel**

Nous vous serions reconnaissants de communiquer ces renseignements à votre réseau et à toute personne hautement qualifiée qui pourrait, selon vous, être nommée au Sénat et satisfaire aux [critères d'évaluation](#). Vous pouvez également [proposer](#) un candidat ou appuyer la candidature d'une personne en rédigeant une lettre de recommandation. Notez que les lettres de recommandation doivent être soumises par le candidat. Finalement, vous pouvez rapidement et facilement transmettre des renseignements sur le processus de nominations au Sénat à des candidats potentiels par courriel ou par le biais des médias sociaux en cliquant sur le bouton « Partagez cette page » situé au bas de chaque page du [site Web du Comité consultatif](#).

J'espère que le Comité consultatif peut compter sur le soutien et la collaboration de votre organisation dans le cadre du processus de nominations au Sénat.

Cordialement,

*Huguette Labelle*

Huguette Labelle

Présidente, Comité consultatif indépendant sur les nominations au Sénat

### **13. Review of Cheques**

- a) Due to the change in the Committee of the Whole (COW) meeting date, November cheques will be reviewed at January's COW.



# 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	Complete
4	The Warden and Deputy Warden draft a letter to the Department of Public Works indicating safety issue concerns with erosion and flooding on Evanston Road and Langley Lane in District #3.	2022-02-28	Warden & Deputy Warden	Immediately	Complete
5	A letter of concern be drafted by the Warden and Deputy Warden in collaboration with the MLA regarding the landline issues occurring during power outages in Dundee, St. George's Channel and Grand River	2022-02-28	Warden & Deputy Warden	Immediately	Complete
6	Warden Mombourquette, in collaboration with the Cape Breton Partnership, coordinate a meeting with Develop Nova Scotia and Bell Aliant in order to gather information regarding the Broadband Expansion Project.	2022-02-28	Warden	Immediately	Complete
7	The addition of a storm reporting form be referred to Emergency Management Advisory Committee and the By-Law/Policy Committee for review and discussion for potential addition to the plan or by-law.	2022-02-28	Steve Marcellus	Immediately	Complete
8	The matter of the School/Municipal Office Driveway safety concerns be moved to budget deliberations and that the CSAP be approached about their ability to cost-share any work that may be proposed.	2022-03-21	Director of Public Works/CFO	Immediately	Complete
9	The request from the Village of St. Peter's regarding access to the Canada Community Building fund be referred to By-Law/ Policy Committee and also to budget deliberations.	2022-03-21	CFO/Municipal Clerk	Immediately	Complete
10	The Municipality adjust the rates for hauling municipal solid waste and recyclables in accordance with the Truckers Association of Nova Scotia (TANS) monthly diesel fuel price as posted on the Nova Scotia Government website.	2022-04-25	Director of Public Works/CFO	Immediately	Complete

11	The Municipality forward correspondence to Nova Scotia Public Works with a copy to Jamie Chisholm, District Director, PW Eastern, Paul Colton, Construction manager, PW Eastern and Laura Cunningham, Capital Program Administration Office, Pw Head Office, notifying them of the municipality's acceptance of the list and cost estimate for the cost shared program for the paving of Langley Lane, from Pulp Mill Road to end for a distance of .36 kilometers.	25/04/2022	Director of Public Works/CFO	Immediately	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	<b>Complete</b>
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	<b>Complete</b>
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	<b>Complete</b>
23	The following proclamation be adopted: "Year of the Garden 2022"	2022-04-25	Warden	Immediately	<b>Complete</b>
24	The following proclamation be adopted: May 2022 as "Lyme Disease Awareness Month".	2022-04-25	Warden	Immediately	<b>Complete</b>
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	<b>Complete</b>
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	<b>Complete</b>
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	<b>Complete</b>
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	<b>Complete</b>

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	<b>Complete</b>
30	Send to CFO that the grant request from the River Bourgeois Community Services Society be approved in the amount of \$9,000 with the following allocation:: Regional /Health/General \$5,000, District #4 \$2,500, District #1, 2 and 3(each) \$ 500	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
31	Send to CFO that the grant request from the St. Peter's RCL Branch 47 be approved in the amount of \$3,924.44 and be allocated as follows: Regional /Health/General \$ 3,000.00, District # 3 and 4 \$ 462.22 each.	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
32	Send to CFO that The grant request from the South Mountain Arm of Gold Community Association in the amount of \$5,000 be approved from the Regional /Health/General Fund contingent on securing other sources of funding.	2022-05-24	Municipal Clerk/CFO	Immediately	<b>Complete</b>
33	The following proclamation be approved: May 29th – June 4th, 2022 is recognized as Access Awareness Week.	2022-05-24	Warden / Municipal Clerk	Immediately	<b>Complete</b>
34	Notify the Board that Mr. Richie Cotton was re-nominated by the Municipality of Richmond County to serve his second term on the Strait of Canso Superport Corporation Board of Directors.	2022-05-24	Municipal Clerk	Immediately	<b>Complete</b>
35	Notify Applicant that an exemption to the Richmond County Noise By-Law #65 be granted to Epic Trip Productions and the Inspiration Point Lodge for June 18th and 19th, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 3 AM to allow the event to engage in any activity until 3 AM which tends to disturb the peace and tranquility of a neighborhood to which the By-Law applies.	2022-05-24	Municipal Clerk	Immediately	<b>Complete</b>
36	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	24/05/2022	Warden	Immediately	<b>Complete</b>
37	The 30 day Clean-up Order issued by the Eastern District Planning Commission regarding PID (75105304) and AAN (10494923) be amended from a 30 day to a 90 day Clean-up Order and that day one of the Order begin on the day the Order is posted.	2022-06-27	Municipal Clerk/EDPC	Immediately	<b>Complete</b>

38	The NSFM Service Exchange Renegotiation and MGA Review Committee survey be Completed by Warden Mombourquette and Deputy Warden Melanie Sampson in collaboration with the remaining Councillors and Municipal Staff.	2022-06-27	Warden/Deputy Warden	Immediately	<b>Complete</b>
39	Staff reach out to other municipal units regarding a Special Events By-Law and Complete an analysis/comparison of data to be provided to Committee Members at a future By-Law/Policy Committee meeting.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
40	Staff be requested to do an assessment/investigation regarding the potential of expanding the Babin's Hill Look-off.	2022-06-27	CAO/Director of Public Works	Immediately	<b>Complete</b>
41	The building permit fees be amended as recommended by the Director of the Eastern District Planning Commission and that the amended fee structure be effective July 1, 2022.	2022-06-27	Municipal Clerk/EDPC	Immediately	<b>Complete</b>
42	PID (75034520), 1/3 owned by the Municipality of the County of Richmond, consisting of the 100 acre municipal property on Plumb Island and 2/3 owned by Barbara Malcolm, be declared surplus to municipal requirements, and the Municipality's interest sold for fair market value.	2022-06-27	Revenue Manager	Immediately	<b>Complete</b>
43	The request from Marg Herdman for funding for four lighthouses and one governance panel at a cost of approximately \$3,000 each be investigated by Staff in collaboration with MLA Trevor Boudreau regarding funding opportunities which could potentially be available to aid with the project.	2022-06-27	CAO	Immediately	<b>Complete</b>
44	Staff investigate the request from Potlotek First Nation to access Richmond County's garbage and recycling services.	2022-06-27	CAO/Director of Public Works	Immediately	<b>Complete</b>
45	Taxes be written off in the amount of \$356.94 on property AAN 01720872, located at 47 South Side, Petit de Grat, NS, owned by Lillian Gionet, which represents taxes on the dwelling only from May 6, 2022 to March 31, 2023.	2022-06-27	Revenue Manager	Immediately	<b>Complete</b>
46	The fuel price adjustments based on the Truckers Association of Nova Scotia's monthly diesel fuel price be retroactive to April 1, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	<b>Complete</b>
47	The request from the Isle Madame New Horizons Seniors Club, Type 1-Infrastructure Grant fund in the amount of \$5,000 be approved and allocated as follows: Regional/Health/General Grant Funds \$3,500, District #1 \$ 750, District #2 \$ 750	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>

48	The request from St. Joseph Parish for the Type 4 – Regional/Health/General Grant Fund in the amount of \$10,000 be allocated and approved from District #1- \$1,500 and District #2 - \$1,500 for a total of \$3,000.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
49	The grant request from Pitu'paq Partnership Society in the amount of \$2,000 for the Type 4 – Regional/Health/General Grant fund be approved.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
50	The request from Development Isle Madame Association for the Type 1 – Infrastructure Grant Funds in the amount of \$3,500 be approved for a total of \$1,500 and allocated as follows: District #1 \$750 and District #2 \$750	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
51	The Canada Day 2022 Funding request received from Johnston's Harbour Wharf Association in the amount of \$450 be approved.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
52	First Reading to amend the Private Ways By-Law #66 in order to add to section 3.2 the wording "Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days" AND to include an additional section stating: "Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors)".	2022-06-27	Municipal Clerk/Municipal Council	September 26, 2022 Regular Council Meeting	<b>Complete</b>
53	An exemption to the Richmond County Noise By-Law #65 be granted to Development Isle Madame Association for the Codstock 2022 event beginning on July 2nd, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 1:30 AM July 3, 2022	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
54	The Town of Port Hawkesbury staff, CAO Terry Doyle and CFO Erin MacEachern be extended an invitation to review/present the Airport Terms of Reference at a Fall Committee of the Whole meeting.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
55	The CAO follow-up with Justin Forbes of Stantec regarding a potential start-up meeting date regarding the Governance and Boundary Review.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
56	That an Electric Vehicle Charger for the Richmond Arena location be forwarded to budget deliberations for review.	2022-06-27	Chief Financial Officer	Immediately	<b>Complete</b>
57	Staff advertise/promote the review of the Nova Scotia Accessibility Act on the Richmond County Website and Richmond County Facebook page.	2022-06-27	Municipal Clerk	Immediately	<b>Complete</b>
58	Staff forward the information regarding the re-opening of the Business ACCESS Ability Program to the Chamber of Commerce and also that the information be promoted on the Richmond County Website and via Social Media.	2022-06-27	CAO/Municipal Clerk	Immediately	<b>Complete</b>

59	A letter be sent from Municipal Council regarding littering and the return of garbage cans which had previously been located at various provincial parks throughout Richmond County AND that Warden Amanda Mombourquette reach out the RCMP regarding statistics of littering offences over the past number of years.	2022-06-27	Warden	Immediately	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	<b>Second Reading By-law #66 /</b> To Amend the Private Ways By-Law #66 to add the following clauses: In s.3.2 - Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days AND include an additional section stating: Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors).	2022-09-26	Municipal Clerk/Municipal Council	November 28 <sup>th</sup> Regular Council Meeting	Complete

68	<b>Holy Guardian Angels</b> / That Council accept the recommendation of the Committee of the Whole to provide funding to the Holy Guardian Angels Parish in amount of \$3,750.00, with the allocation of funds as follows, \$2,000.00 from the District 5 Activity Fund and \$1,750.00 from the Regional Fund.	2022-09-26	Chief Financial Officer	Immediately	<b>Complete</b>
69	<b>Rural Communities Foundation</b> / That the Council accept the recommendation of the Committee of the Whole to provide funding from the Regional Fund to the Rural Communities Foundation in the amount of \$500.00.	2022-09-26	Chief Financial Officer	Immediately	<b>Complete</b>
70	<b>ACTing Collectively</b> / That Council accept the recommendation of the Committee of the Whole to provide financial support, in the amount of \$669.00, to fund a mail out to seniors.	2022-09-26	CAO/Chief Financial Officer	Immediately	<b>Complete</b>
71	<b>Awards of Recognition Policy</b> / That Council accept the recommendation of the Committee of the Whole to refer the Awards of Recognition policy to the Bylaw and Policy Committee for review.	2022-09-26	Municipal Clerk	Immediately	<b>Complete</b>
72	<b>Strategic Plan Refresh</b> / That Council accept the recommendation of the Committee of the Whole to approve the Strategic Plan Refresh as presented by Preferred Choice.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	<b>Complete</b>
73	<b>Heritage Submissions</b> / That Council accept the recommendation of the Committee of the Whole to refer the Heritage submissions to the Heritage Advisory Committee for review.	2022-09-26	Municipal Clerk	Immediately	<b>Complete</b>
74	<b>NSCC Lease</b> / That Council accept the recommendation of the Committee of the Whole to offer Nova Scotia Community College a 15 month lease for their Heavy Equipment Operator course starting on October 1st, 2022.	2022-09-26	Warden/CAO	Immediately	<b>Complete</b>
75	<b>Letter of Support / Broadband</b> / That Council accept the recommendation of the Committee of the Whole to write a letter of support to the advancement of Broadband agenda to MP Kelloway AND FUTURE MOVE that staff continue to explore funding opportunities.	2022-09-26	Warden	Immediately	<b>Complete</b>
76	<b>Hydrant/Langley Lane</b> / That Council accept the recommendation of the Committee of the Whole to have staff explore the feasibility of installing a hydrant on Langley Lane.	2022-09-26	Director of Public Works	Immediately	<b>Complete</b>
77	<b>Offshore Wind/ Point Tupper Energy</b> / That Council accept the recommendation of the Committee of the Whole to request to have a staff member and a councillor attend future Offshore Wind and Ongoing Point Tupper Energy Developments meetings.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	<b>Complete</b>
78	<b>Louisdale Lions Club</b> / That Council accept the recommendation of the Committee of the Whole to have staff explore funding opportunities for the washrooms being used by patrons of the recreation facilities located at the Louisdale Lions Club AND FUTURE MOVE that staff contact the Louisdale Lions Club regarding the request put forward.	2022-09-26	Recreation Manager	Immediately	<b>Complete</b>

79	<b>RCMP Letter of Concern</b> / That Council accept the recommendation of the Committee of the Whole to write a letter of concern to MP Kelloway regarding retroactive pay for the RCMP.	2022-09-26	Warden	Immediately	Complete
80	<b>Proclamation FDAS Awareness</b> / That Council accept the recommendation of the Committee of the Whole to declare the month of September as Fetal Alcohol Spectrum Disorder (FDAS) Awareness Month.	2022-09-26	Warden	Immediately	Complete
81	<b>Accessibility Advisory Committee</b> / Approve Ashley Lavandier and Shelley Dorey as members of the Accessibility Advisory Committee.	2022-09-26	Recreation Manager	Immediately	Complete
82	<b>J Road Classification List 2022/2023</b> / Staff notify the Province that the Municipality does not wish to proceed with the cost-shared road upgrades for Langley Lane in Point Tupper.	2022-09-26	Director of Public Works	Immediately	Complete
83	<b>J Road Classification List 2022/2023</b> / Staff inquire with the Province about the possibility of three-way cost sharing between the Province, Municipality and a Commercial enterprise for upgrades to Lobster Plant Road and FURTHER MOVED that, in order of priority, Marchand Lane and Sampson Road be submitted to the Province for the cost-shared upgrades to J-class roads for the 2023-24 construction season and FURTHER MOVED that Lobster Plant Road be included in the application subject to approval by the Province for three-way cost sharing.	2022-09-26	Director of Public Works	Immediately	Complete
84	<b>Proclamation Right to Know Week</b> / September 26 to October 2, 2022 to be Right to Know Week in the Municipality of the County of Richmond.	2022-09-26	Warden	Immediately	Complete
85	<b>Chamber Upgrades</b> / Staff contact Backman Vidcom for another quote.	2022-09-26	Warden/CAO	Immediately	Complete
86	<b>Truth and Reconciliation Day</b> / Designate the business day prior to September 30th of each calendar year as the flag raising ceremony in honor and recognition of Truth and Reconciliation Day.	2022-09-26	Municipal Clerk/Municipal Council	Immediately	Complete
87	<b>By-Law Partnership Opportunity</b> / For CAO and Warden to explore the by-law enforcement officer partnership opportunity and report back to council at a future meeting	2022-10-11	CAO/Warden	Future Council meeting.	Complete
88	<b>Destination Cape Breton re: Provincial Amendments to Marketing Levies, Request of Support</b> / To defer the decision of Council support to the next Regular Council meeting in order to acquire additional information. **(Contact other Municipalities regarding the levies.) 24/10/2022	2022-10-11	Municipal Councillors/ Warden	Immediate	Complete
89	<b>Accessibility Advisory Committee</b> / That Staff create and submit an advertisement in the local paper, inviting community members with lived experience to consider applying to become a member of the Accessibility Advisory Committee.	2022-10-24	Recreation Manager	Immediate	Complete
90	<b>Tax Reduction due to Fire</b> / That taxes in the amount of \$153.15 be written off, which represents taxes on the dwelling only from August 17, 2022 to March 31, 2023, for property AAN 03000672, owned by Sheila Latimer, which was Completely destroyed by fire.	2022-10-24	Chief Financial Officer	Immediate	Complete

91	<b>Cellular Advocacy Letter</b> / That Council support the Cellular Advocacy Letter as drafted by Glenn Home, Chief Administrative Officer for the Municipality of the County of Antigonish.	2022-10-24	Warden	Immediate	Complete
92	<b>Isle Madame Historical Society, Type 1 Infrastructure Grant</b> / To defer the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	2022-10-11	Chief Financial Officer	Moved to October 24, 2022 Regular Council Unfinished Business	Complete
93	<b>Heritage By-Law #49</b> / That Council refer Heritage Property By-Law #49 to the By-Law/Policy Committee.	2022-10-24	CAO / Municipal Clerk	Immediate	In Progress
94	<b>Strait Area Transit</b> / That staff investigate options for improving transit service in Richmond County.	2022-10-24	CAO	Immediate	Complete
95	<b>Water Utility – Water Line Relocation</b> / That Council have staff explore the Canada Community Building Fund for funding opportunities related to the expenditures from the water main relocation on Whiteside Road and FURTHER MOVE that staff proceed with payment of this non-budgeted expenditure through the Richmond Water Utility if there are no funding opportunities with the CCBF.	2022-10-24	Director Public Works/CFO	Immediate	Complete
96	<b>Non Budgeted Expenditures</b> / That staff contact the department of Municipal Affairs and Housing to discuss non-budgeted expenditures led by the Province and report back to Council.	2022-10-24	CAO	Immediate	Complete
97	<b>Municipality of the County of Guysborough re: Premier Houston's correspondence to Minster Champagne</b> / That Council write a letter of support to Premier Tim Houston regarding the recent correspondence to Hon. Francois-Philippe Champagne for the lack of support and participation from telecommunications companies before, during and after Hurricane Fiona.	2022-10-24	Warden	Immediate	Complete
98	<b>Yarmouth Ferry Service</b> / That Council write a letter of support to Premier Tim Houston regarding the impact the Yarmouth Ferry has on our community and the Province.	2022-10-24	Warden	Immediate	Complete
99	<b>Isle Madame Historical Society, Type 1 Infrastructure Grant</b> / That the Isle Madame Historical Society, Type 1 Infrastructure Grant Fund request in the amount of \$4,500 to upgrade and improve the retaining wall and front and back decks of the Lorenzo building to improve safety and accessibility for visitors and patrons to the site be approved and allocated under the Cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2022-10-24	CFO	Immediate	Complete

100	<b>Langley Lane</b> / That Staff inquire with the Province about the possibility of cost sharing between the Province and the Municipality for upgrades and maintenance for Langley Lane and report back to Council.	2022-10-24	Director of Public Works	Immediate	<b>Complete</b>
101	<b>Accessibility Committee Appointee</b> / That Council accept the following applicant to be appointed to the Accessible Advisory Committee for the Municipality of the County of Richmond, Chantal Boudreau.	11-14-2022	Recreation/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
102	<b>Oban Road Washouts</b> / That Council have Warden Mombourquette draft a letter of concern to the Minister of Public Works regarding the Oban road washouts and FURTHER MOVE that a request be made for a time line on the scheduled repairs.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
103	<b>Babins Hill Lookoff</b> / The Committee agreed to have staff explore pricing for the volume of fill and related expenses that may be required for the potential expansion of the Babins Hill Lookoff and report back to Council at a future meeting.	11-14-2022	CAO, Director of Public Works	Immediate	<b>Complete</b>
104	<b>Administration Portuaire de Petit de Grat Grant Request</b> / That Council defer the Administration Portuaire de Petit de Grat, Type 1 – Infrastructure Grant Fund request in the amount of \$10,000.00 to the next Regular Council meeting and FURTHER MOVE that Staff explore funding opportunities related to the project with the Canada Community Building Fund and report back to Council.	11-14-2022	CFO	Immediate	<b>Complete</b>
105	<b>Village on the Canal Grant Request</b> / That Council approve the Village on the Canal Association, Type 4 – Regional/Health/General Grant request in the amount of \$1,000.00 and allocated as follows: \$200.00 from each District Fund.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
106	<b>Highland Village Grant Request</b> / That Council refer the request for financial support from Murdock MacPherson and Rodney Chaisson of Highland Village Museum to budget deliberations.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
107	<b>PVSC Virtual Assessment 101 Session</b> / That Council have staff contact the Property Valuation Services Corporation to inquire if the Virtual Assessment 101 Session can be made available for an evening session, as a group in the New Year, and report back to Council at a future meeting.	11-14-2022	CAO/Municipal Clerk	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
108	<b>Destination Cape Breton Letter of Support</b> / That Council have Warden Mombourquette draft a letter to the Province in support of the following amendments to the Marketing Levy legislation proposed by Destination Cape Breton: (a) that the new legislation state that the levy will apply to all fixed-roof accommodations, as defined in the Tourism Accommodation Registration Act (which includes Airbnb and VRBO), regardless of the number of rooms, (b) That the language for usage of the funds be changed to "Funds collected will be used exclusively on activities and programs that directly support the development of the tourism industry and the marketing of destinations from which they were generated.", (c) that there is a seamless process to replace the current Cape Breton Island Marketing Levy Act with the new legislation., and FURTHER MOVE that the letter encourage all Cape Breton Municipal units to participate.	11-14-2022	Warden	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>

109	<b>The Office of Healthcare Professionals Recruitment (OHPR) re: Community Fund</b> / That Council have staff reach out to the Program Director at Cape Breton South Recruiting for Health to offer support in the application process.	11-14-2022	CFO	Immediate / After adoption of COW Report. 11-28-2022	<b>Complete</b>
110	<b>NS Early Childhood Development Intervention Services/</b> That Staff advertise/promote the NS Early Childhood Development Intervention Services on the Richmond County Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	<b>Complete</b>
111	<b>Littering /</b> That Staff advertise and promote litter prevention as well as the ability of the RCMP to issue a \$467.50 littering fine under Section 99 of the NS Environment Act on the Municipal Website and Richmond County Facebook page.	11-28-2022	Municipal Clerk	Immediate	<b>Complete</b>
112	<b>Major Event Planning Proposal from Sergeant Nugent</b> / To refer Sergeant Nugent's request regarding major event planning to the By-Law/Policy Committee for investigation into the development of the Municipality's Special Events by-law.	11-28-2022	CAO	Immediate	<b>Complete</b>
113	<b>Recommendation from Planning Advisory/Heritage Committee</b> / That the CAO investigate if the Eastern District Planning Commission can issue summary offence tickets and/or why they don't have the authority to do so and to report back to the Committee at a future meeting.	11-28-2022	CAO	Immediate	<b>Complete</b>
114	<b>Travel and Expense Policy/</b> That the amended Travel and Expense Policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
115	<b>Awards of Recognition Policy</b> / That the Awards of Recognition policy be adopted as presented.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
116	<b>Second Reading By-law #66</b> / That the Second Reading approval be given to adopt the amended Private Ways By-Law #66 as a By-Law of the Municipality of the County of Richmond.	11-28-2022	CAO/Municipal clerk	Immediate	<b>Complete</b>
117	<b>Terms of Reference - By-Law/Policy Committee</b> / That Council amend the By-Law/Policy Committee Terms of Reference to include the membership of the public who are residents of the Municipality of the County of Richmond and FURTHER MOVE that public members' terms shall be two years, and FURTHER MOVE that members may be re-appointed to the committee for a further two year term, but shall not exceed two consecutive terms.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
118	<b>Committee Terms of Reference</b> /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Immediate	<b>In Progress</b>

119	<b>Atlantic Biosphere Project, Proposal to Participate in Weston Foundations Homegrown Innovation Challenge /</b> That staff reach out to the proponent of the Atlantic Biosphere Project to explore resourcing options and report back to Council at the next scheduled meeting on December 12, 2022.	11-28-2022	CAO	Immediate	<b>Complete</b>
120	<b>Federal Boundary Review/</b> That the Warden draft a letter of support to MP Mike Kelloway expressing concerns regarding the proposed Federal boundaries in terms of geography, service and that the proposed boundary either be reconsidered or extra funds be provided to allow for more constituency offices in order to maintain the level of service and FURTHER MOVE to request that MP Kelloway forward the letter to the appropriate body.	11-28-2022	Warden	Immediate	<b>Complete</b>
121	<b>Louisdale Lions Club Type 4 - Regional/Health/General Grant Request/</b> That the grant request from the Louisdale Lions Club for the Type 4-Regional/Health/General Grant fund request in the amount of \$2,500.00 be approved and be allocated as follows: \$1,000.00 from the Type 4 - Regional/Health/General Grant Fund and \$1,500.00 from District 3 Fund.	11-28-2022	CFO	Immediate	<b>Complete</b>
122	<b>Administration Portuaire de Petit de Grat Grant Request /</b> That the Administration Portuaire de Petit de Grat Type 1 Grant request in the amount of \$10,000.00 to purchase a commemorative monument in recognition of the expulsion of the Acadians be approved as an eligible project and allocated under the cultural category from the Canada Community Building Fund (CCBF), and taken from the \$50,000.00 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	11-28-2022	CFO	Immediate	<b>Complete</b>
123	<b>Trail Strategy /</b> Schedule pre-budget meetings to allow time to discuss the items in the trail strategy.	11-28-2022	CAO/Municipal Clerk	Immediate	<b>Complete</b>
124	<b>Irish Cove Reclaimed Limestone Quarry Walking Trails /</b> That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of support to the Department of Natural Resources for the Irish Cove Reclaimed Limestone Quarry Walking Trails project.	2022-12-12	Warden	2022-12-12	<b>Complete</b>
125	<b>Strategic Communications Plan.</b> (June 2021-Draft ) / That Council accept the recommendation of the Committee of the Whole to have staff reach out to the Cape Breton Partnership for support in revising the June 4, 2021 Draft Strategic Communications Plan. January 2024 Draft Strategic Communications Plan & Associated Policies/ that Council accept the recommendation from the By-Law/Policy Committee to proceed with the adoption of the Strategic Communications Plan and associated policies. ( Delegation to Appear Before Municipal Council Policy, Social Media Policy, Website Content and Maintenance Policy,Communications Policy)	2022-12-12	CAO/Municipal Clerk	Immediate	<b>Complete</b>

126	<b>Saltwire- Chronicle Herald &amp; Cape Breton Post</b> / That Council accept the recommendation of the Committee of the Whole to have Warden Mombourquette draft a letter of concern to Saltwire requesting the resumption of rural door to door delivery or consider semi-central drop off locations and encourage other Municipalities to do the same.	2022-12-12	Warden	Immediate	Complete
127	<b>February Tax Sale</b> / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property number 01415298 for a minimum acceptable bid of \$5,000 and if this property does not sell for the minimum acceptable bid, to proceed and sell the property for any bid.	2022-12-12	CFO	Immediate	Complete
128	<b>February Tax Sale</b> / that Council accept the recommendation of the Committee of the Whole that Council authorize the Revenue Manager and CFO to sell property numbers 02465418, 03739511, 03927415, 04537521, 05176328, 07944063 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	2022-12-12	CFO	Immediate	Complete
129	<b>Village of St. Peter's Guarantee</b> / That Council accept the recommendation of the Committee of the Whole that Council approve the draft loan guarantee requested by the Village of St. Peter's in the amount of \$56, 407.50 for the purposes of purchasing a new sidewalk tractor.	2022-12-12	CFO	Immediate	Complete
130	<b>PVSC Inactive Accounts</b> / That the recommendation of the Committee of the Whole that Council authorize the Manager of Accounting & Finance and CFO to proceed and write off the principal and interest associated with the inactive accounts in the total amount of \$28,209.44.	2022-12-12	CFO	Immediate	Complete
131	<b>Richmond River Roots</b> / That Council accept the recommendation of the Committee of the Whole that Warden Mombourquette draft a letter of support for the Richmond River Roots Market Garden Society for their Sustainable Communities Challenge Fund proposal to obtain a second climate battery greenhouse.	2022-12-12	Warden	Immediate	Complete
132	<b>NSCC Report to the Community</b> / Staff to share information on the Municipal Website and Facebook page.	12-19-2022	Municipal Clerk	Immediate	Complete
133	<b>St. Peter's Community Hub Project</b> / That Council provide support of principle only for the St. Peter's Community Hub Project.	12-19-2022	Municipal Council	Immediate	Complete
134	<b>EverWind Fuels, re: Public Comments Period</b> - Due Date Jan. 18 / post on Municipal FB and Website	2023-09-01	Municipal Clerk	Immediate	Complete

135	<b>Babins Hill Lookoff</b> / that Council accept the recommendation of the Committee of the Whole that Council defer the estimated costs to carry out the work to expand the Babins Hill Lookoff by 40 meters west along Highway 206 to the 2023/24 budget deliberations.	2023-09-01	CFO	Immediate	Complete
136	<b>Fleet Vehicle</b> / that Council accept the recommendation of the Committee of the Whole that Council approve the purchase of a new fleet vehicle at the tendered cost of \$72, 369 plus HST with the costs being incurred in the 2023/24 fiscal year and FURTHER MOVE that the CAO be authorized to negotiate any increase in price resulting from supply of a 2024 model vehicle if no 2023 model vehicles are available at the time of order/delivery.	2023-09-01	CFO/CAO	Immediate	Complete
137	<b>Marketing Levy Update</b> / that Council refer the Municipality of the County of Richmond Marketing Levy By-Law #60 to the By-Law/Policy Committee for review and recommendation.	2023-09-01	Municipal Clerk	Immediate	Complete
138	<b>CAO Employee Success Plan</b> / that Council refer the CAO Employee Success Plan to the By-Law/Policy Committee.	2023-09-01	CAO / Municipal Clerk	Immediate	Complete
139	<b>By-Law / Policy Committee</b> / that Council approve Lois Landry as a member of the By-Law and Policy Committee.	1/23/2023	CAO/Municipal Clerk	Immediate	Complete
140	<b>Storm Policy</b> / that the Storm Policy be adopted as a policy of The Municipality of the County of Richmond.	1/23/2023	CAO/Municipal Clerk	Immediate	Complete
141	<b>Second Reading</b> / that Council give the second reading to approve entering into a Development Agreement for 4 tourist cabins/cottages on Lot 18, PID 75144063, Orion Crescent, Walkerville, Richmond County.	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	Complete
142	<b>Second Reading</b> / that Council give the second reading to approve the proposed Land Use By-law amendment to rezone the portions of the properties identified as PID 75086868, 75136218, 75052530, 75219568, and 75086397 from the Residential Rural (R-2) Zone to the Residential Village (R-1) Zone to allow for smaller lot subdivision	1/23/2023	Warden/CAO/Municipal Clerk	Immediate	Complete
143	<b>Governance and Boundary Review</b> / that the Warden and CAO work with Stantec on a new map that includes the following changes: Move Lennox Passage to District 3 Create more equitable division on Isle Madame between Councillors Move Grande Greve to District 4 Move Thibeauville to District 4	1/23/2023	Warden/CAO	Immediate	Complete
144	<b>Strait Area Transit</b> / that Council invite the Board of Executives and the support staff as required from Strait Area Transit to the next meeting of Council to discuss and continue contract negotiations.	1/23/2023	CAO/ Municipal Clerk	Immediate	Complete

145	<b>Richmond Villa Board Request</b> / that Staff create and submit advertisements in local media inviting Richmond County residents to consider applying to become a member of the Richmond Villa Board and FURTHER MOVE that the term for this position will be until the next organizational meeting.	1-31-2023	Municipal Clerk	Immediate	Complete
146	<b>Governance and Boundary Review</b> /that the CAO and Warden work together on the application and supporting documents for the Nova Scotia Utility and Review Board.	1-31-2023	CAO	Immediate	Complete
147	<b>Heritage Plaques</b> / that Council pursue the idea of having heritage plaques made and given to heritage building upon designation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
148	<b>Lighthouse Heritage Properties</b> / that staff explore funding options for the support of interpretive panels for lighthouse heritage properties on Isle Madame and FURTHER MOVE that staff contact the proponent to inquire on the progress of the project.	2-27-2023	CAO & Cllr M. Diggdon	Immediate	PENDING
149	<b>Municipal Heritage Property Designation Scoring Criteria</b> / to adopt the Municipal Heritage Property Designation Scoring Criteria as presented and FURTHER MOVE that the Planning Commission carry out the scoring, which can then be reviewed, revised as necessary, and agreed to by the Planning Advisory / Heritage Committee.	2-27-2023	CAO & Municipal Clerk	Immediate	In Progress
150	<b>Public Participation Program Regarding Engagement with Abutting Municipalities</b> / to refer the public participation program regarding engagement with abutting municipalities staff report as presented by the Eastern District Planning Commission to the By-Law/Policy Committee for review.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
151	<b>Provincial Snow Clearing</b> / that Council accept the recommendation of the Committee of the Whole that staff request a meeting of Council and Department of Public Works in our region to discuss concerns regarding provincial snow clearing and FURTHER MOVE that the Warden draft a letter requesting a meeting with the Minister of Transportation.	2-27-2023	CAO & Municipal Clerk	Immediate	Complete
152	<b>Province's Introduction to Bill 225</b> / that Council accept the recommendation of the Committee of the Whole to have the Warden draft a letter to the Minister of Municipal Affairs and Housing acknowledging that we are confident Bill 225 was passed with positive intentions to address the housing crisis, but that Council has concerns about the process and requests that the Province consider repealing the Bill which grants Ministerial authority to override lawfully established by-laws of the Halifax Regional Municipality.	2-27-2023	Warden	Immediate	Complete
153	<b>AccessAbility Week</b> / that the request for funds to support activities in recognition of AccessAbility Week from May 29th – June 4th, 2023 be deferred to budget deliberations.	2-27-2023	CAO/Chief Financial Officer	Immediate	Complete

154	<b>Administration Portuaire de Petit de Grat Grant Request</b> /that Council approve the Administration Portuaire de Petit De Grat grant request in the amount of \$15,000 to install water and sewer connections as eligible projects and allocated under the drinking water/wastewater categories respectively from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2-27-2023	Chief Financial Officer	Immediate	Complete
155	<b>Bonnie Brae Seniors Club Type 4 -Grant Request</b> /that Council approve the Bonnie Brae Seniors Club grant request for purchasing and installing an automated external defibrillator (AED) in the amount of \$ 1,000.00 and allocated as follows: District 1: \$150.00, District 2: \$150.00, District 4: \$ 337.78, Regional Fund: \$362.22.	2-27-2023	Chief Financial Officer	Immediate	Complete
156	<b>Private Ways By-Law # 66 -First Reading/</b> to amend the Private Ways By-Law #66 in order to add Section 5 Repeal and Replace, and shall read as follows: The previous version #1, dated June 28, 2021, and all other versions of the By-Law 66, Private Ways By-Law, are repealed and replaced by this by-law.	2-27-2023	Municipal Clerk	Immediate	Complete
157	<b>Richmond Villa Board /</b> that Council accept Robert Wambolt as the appointed community member to the Richmond Villa Board.	2-27-2023	Municipal Clerk	Immediate	Complete
158	<b>Spring 2023 Heavy Collection/</b> that Council accept the recommendation from the Director of Public Works to issue a tender for collection services for the 2023 Spring Heavy Collection.	2-27-2023	Director of Public Works	Immediate	Complete
159	<b>Bras d'Or Lakes Collaborative Environmental Planning /</b> that the CEIP request for financial support for the Etuaptmunk (Two-Eyed Seeing) Conference being held in October 2023 be deferred to budget deliberations.	2-27-2023	Chief Financial Officer	Immediate	Complete
160	<b>Special Event By-Law</b> /that Council move the Special Event By-Law to the adoption process as	2-27-2023	CAO/Municipal Clerk	Immediate	Complete
161	<b>Public Participation Program Regarding Engagement with Abutting Municipalities /</b> that Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the Eastern District Planning Commission report dated February 14, 2023.	2-27-2023	CAO/Municipal Clerk	Immediate	Complete
162	<b>Canada Community Building Fund Discussion (Gas Tax )</b> /It was the consensus of the Committee to defer non-profit organizations discussion to a future meeting.	2-27-2023	CAO / CFO	Immediate	In Progress
163	<b>Canada Community Building Fund Discussion (Gas Tax )/</b> that staff produce a draft policy for the use of the Canada Community-Building Fund by the Village Commission.	2-27-2023/ 03/27/2023	CAO/Staff	Immediate	Complete

164	<b>Comfort Center &amp; Emergency Shelter Policy/</b> The Committee unanimously agreed that have staff prepare a second draft to include a section on Municipal responsibilities to be presented at a future meeting.	2-27-2023	CAO/Steve Marcellus	Immediate	Complete
165	<b>Eastern District Planning Commission Appointments and Positions of the District Planning Staff /</b> Council to approve the following EDPC Commission staff appointments and the positions for 2023-2024, effective April 1, 2023 as follows: Building Inspectors: Harry Martell, André Samson and Sean Donovan -Alternates: David MacKenzie, Johnathan Martin and Luke Ross- Special Constable: Sean Donovan and Johnathan Martin - Development Officer: Andrew Jones -Alternates: John Bain; Wanda Ryan; Dawn Sutherland; Kristen Knudskov and Mikayla Tait - Fire Inspectors: Harry Martell and André Samson -Alternates: Sean Donovan, David MacKenzie, Jonathan Martin and Luke Ross - Dangerous or Unsightly Premises - Administrators: Jonathan Martin and John Bain- Alternates: Luke Ross, Harry Martell and André Samson Special Constable: Sean Donovan and Jonathan Martin	3-13-2023	Municipal Council/ Mun. Clerk	Immediate	Complete
166	<b>Autism Acceptance Month Flag Raising /</b> Council to have staff organize the Autism Acceptance Month flag raising and proclamation ceremony on April 3rd, 2023, and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	Complete
167	<b>Gaelic Nova Scotia Month Flag Raising /</b> Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to residents in local media.	3-13-2023	Director Public Works/Municipal Clerk	Immediate	Complete
168	<b>Purple Day for Epilepsy Awareness /</b> that the proclamation be accepted to proclaim that March 26, 2023 be “Purple Day”, in an effort to raise awareness of epilepsy in Canada.	3-13-2023	Municipal Clerk	Immediate	Complete
169	<b>Grant Request from Raising the Villages Cooperative Ltd. for the Type 4 – Regional/Health/General Grant Funds in the amount of \$5,000./</b> that the Raising the Villages Cooperative Ltd. grant request in the amount of \$ 3,000 for the purpose of supporting the costs of communications and network development, be approved and allocated as follows: \$150 from District 1, \$350 from District 2, \$1,000 from District 5 and \$ 1,500 from the Type 4 General Fund.	3-13-2023	CFO	Immediate	Complete
170	<b>Constituent/ Question Period /</b> Develop a service standard for responding to public inquires.	3-13-2023	CAO / Municipal Clerk	Immediate	Complete
171	<b>Constituent/ Question Period /</b> To post EDPC public meetings on the Municipal schedule of meeting calendar.	3-13-2023	Municipal Clerk	Immediate	Complete

172	<b>Constituent/ Question Period /</b> Create an Appeal Process for Land Development	3-13-2023	n/a	Immediate	<b>Complete</b>
173	<b>Constituent/ Question Period Inquiry,</b> Re Property Tax Sale: If there is a lean on a property and the County accepts less than what is owing, is the remainder put out as a lean on the property owner?	3-13-2023	CFO, Revenue Manager	Immediate	<b>Complete</b>
174	<b>Constituent/ Question Period Inquiry,</b> Re: Property Tax Sale: If the Municipality gets excess money for a property that is sold at a tax sale can the property owner ask for the difference between what is owed and what was received by the County?	3-13-2023	CFO, Revenue Manager	Immediate	<b>Complete</b>
175	<b>Cape Breton Fiddlers Association, Re: Proposal for Richmond County/</b> Provide the association with the grant application forms and provide assistance as needed with the application process.	3-13-2023	CFO/ Recreation Manager	Immediate	<b>Complete</b>
176	<b>Point Tupper Industrial Zones /</b> that Council accept the recommendation of the Planning Advisory / Heritage Committee to accept the recommendation from the Eastern District Planning Commission to approve the proposed amendments to the West Richmond Plan Area Municipal Strategy and Land Use By-law to allow:  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	<b>Complete</b>
177	<b>Land Use By-Law Summary Offence Tickets /</b> that Council accept the recommendation of the Planning Advisory/ Heritage Committee to approve the Eastern District Planning Commission appointment of staff as Special Constables for Land Use By-law enforcement for 2023-2024, effective April 1, 2023; Sean Donovan, Manager of Inspection Services and Jonathan Martin, Senior Building Official.	3/21/2023	CAO/Warden	Immediate	<b>Complete</b>
178	<b>Welcoming Food Trucks/</b> to refer Food Trucks to the By-Law / Policy Committee and FURTHER MOVE that staff explore examples of how Food Trucks are welcomed in other communities.	3/27/2023	CAO/Staff	Immediate	<b>Complete</b>

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

189	<b>Strait Area Mutual Aid Association Grant Request</b> / that the Committee recommend to Council to have the CAO ask the CFO if the funding request from the Strait Area Mutual Aid Association would fit the criteria for the Grant/Funding application process and FURTHER MOVE that the funding request be referred to Budget deliberations if the association does not meet the requirements.	2023-11-04	CAO/CFO	Immediate	Complete
190	<b>RCMP Retroactive Costs</b> / that the Committee recommend to Council to support the Federation of Canadian Municipalities resolution opposing the decision of the Federal Government to not absorb retroactive RCMP costs and FURTHER MOVE that the Warden issue a press release.	2023-11-04	Warden	Immediate	Complete
191	<b>Landrie Lake Water Utility Board, Re: Letter to Minister of Public Works regarding Green Hydrogen Development Support/</b> that the Committee recommend to Council to support the letter to the Minister of Public Works requesting that the Nova Scotia Department of Public Works work with the utility to re-establish water transfer from the Little River Reservoir to Landrie Lake.	2023-11-04	CAO/Municipal Council	Immediate	Complete
192	<del>Meeting with Council to Discuss Shared Municipal Files</del> /that the Committee recommend to Council to have staff organize and coordinate a meeting with the Port Hawkesbury Town Council to discuss shared files. <b>May 27, 2024 Moved by Councillor Melanie Sampson, seconded by Councillor Michael Diggdon that Council have staff proceed to schedule a meeting for a date in June, if possible, for a joint meeting with the Town of Port Hawkesbury.</b>	2023-11-04	CAO	Immediate	Complete
193	<b>Doug Griffiths, President &amp; CEO, 13 Ways Inc. &amp; Cape Breton Regional Enterprise Network Event/</b> that the Committee recommend to Council to have the CAO and staff pursue a community focused event with Doug Griffiths.	2023-11-04	CAO	Immediate	Complete
194	<b>Acting Collectively Year End Report</b> / to share the report on the Municipal website/Facebook page.	2023-11-04	Municipal Clerk	Immediate	Complete
195	<b>Raising the Village/</b> Request video from Jim Mustard to share with Council/staff	2023-11-04	Municipal Clerk	Immediate	Complete
196	<b>Fire Services/ TOR and Committee Structure</b> / inquire with Staff (EMO) regarding how to move to a more structured committee and provide assistance where needed.	2023-11-04	CAO/EMO	Immediate	In Progress
197	<b>CAO, Re: 2023/2024 Budget Planning Discussion/</b> to have meetings set up similar to last year and to provide Council with dates as soon as they are made available.	2023-11-04	CAO	Immediate	Complete
198	<b>Budget Release Policy</b> - that staff prepare a 2nd draft with the recommendations from the By-Law/Policy committee.	2023-11-04	CAO/Municipal Clerk	Immediate	Complete
199	<b>Storm Reporting Form</b> - The Committee unanimously agreed that the form would be used for post storm reporting and that the data collected will need to be tracked	2023-11-04	EMO	Immediate	Complete
200	<b>Regional/Shared By-Law Enforcement Officer</b> - provide the other participating Municipalities our top three by-laws for the purpose of enforcement: Animal, Noise and Special Event By-Laws	2023-11-04	CAO	Immediate	Complete

201	<b>Fences Arbitration Committee/</b> that the By-Law Policy Committee recommend to Council to form a Fences Arbitration Committee.	2023-11-04	CAO/Municipal Clerk	Immediate	<b>Complete</b>
202	<b>Food Truck/Vending By-Law /</b> that staff provide the first draft for a future By-Law /Policy meeting.	2023-11-04	CAO / Municipal Clerk	Immediate	<b>In Progress</b>
203	<b>Clean Up Order /</b> that Council accept the recommendation from the Eastern District Planning Commission that the 30 day Clean Up order be upheld to remove everything that renders the property dangerous or unsightly as outlined and FURTHER MOVE that the 30 day starts from April 24, 2023.	4/24/2023	CAO/Municipal Clerk	Immediate	<b>Complete</b>
204	<b>Flag Policy /</b> to refer the Municipal Flag Policy to the By-Law/Policy Committee for revisions. <b>June 24, 2024:</b> that Council adopt the Flag Policy as amended	4/24/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
205	<b>Arichat Pedestrian Side Walk/</b> that Council not proceed with the Arichat Pedestrian Sidewalk this season and FURTHER MOVE to defer the Arichat Pedestrian Sidewalk project to budget deliberations.	4/24/2023	CFO	Immediate	<b>Complete</b>
206	<b>2023/24 Cost Shared Road Upgrades J-Class Roads/</b> that Council enter into the cost shared paving agreement with the Province for Marchand Land for the 2023/24 fiscal year at the estimated Municipal portion of approximately \$43,000 net of HST rebate.	4/24/2023	Director of Public Works	Immediate	<b>Complete</b>
207	<b>Point Michaud Beach Building/</b> that Council pre approve an additional \$28, 100 from CCBF funds in the 2023/24 budget in order to cover the costs of the new Point Michaud beach building.	4/24/2023	Director of Public Works	Immediate	<b>Complete</b>
208	<b>Riverdale Senior Club /</b> that Council have staff contact the Riverdale Senior Club to provide information on the Grant Application Process for requesting funds.	4/24/2023	Municipal Clerk	Immediate	<b>Complete</b>
209	<b>Recreation Vehicles /</b> that the Planning Advisory / Heritage Committee recommend to Council to approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as seasonal main dwellings or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompany definitions; and to remove the requirement of have coverings for all windows to reduce light pollution and FURTHER MOVE that Council give first reading and schedule a Public Hearing.	4/25/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
210	<b>Heritage Plaques/</b> that the Planning Advisory/Heritage Committee recommend to Council to purchase 9 inch x 5 inch bronze plaque, and FURTHER MOVE to defer discussion to budget deliberations.	4/25/2023	CAO / Municipal Clerk	Immediate	<b>Complete</b>
211	<b>Budget Release Policy /</b> that the Committee recommend to Council to adopt the Budget Release Policy with the following changes: In Section 4 (a) remove the wording " cost increases" to "changes", remove Section 5(a), remove Section 3 and renumber the document accordingly.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
212	<b>Marketing Levy /</b> The Committee unanimously agreed to have staff reach out to Terry Smith and suggest a word change for Section 7 (e), to replace the word "Municipality" with "resides on Cape Breton Island".	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>

213	<b>CCBF Policy</b> / The Committee unanimously agreed to have staff prepare a third draft to include the Committee recommendations and to provide the supporting information used to formulate the percentages for funding amounts for the next By-Law/Policy Committee.	2023-08-05	CAO, CFO	Immediate	<b>Complete</b>
214	<b>National Accessibility Awareness</b> / that the Committee recommend to Council to have staff raise the Accessibility Flag for National Accessibility Awareness week, from May 29th – June 3rd.	2023-08-05	Director of Public Works, Municipal Clerk	Immediate	<b>Complete</b>
215	<b>Tax Sale</b> / that Council accept the recommendation of the Revenue Manager and CFO and that Council authorize the Revenue Manager and CFO to sell property numbers 00366722, 10534461, and 10534471 for a minimum acceptable bid of principal only and if these properties do not sell for the minimum acceptable bid, to sell these properties for half the principal only amount, and if these properties do not sell for half the principal only amount, to proceed and sell these properties for any bid.	2023-08-05	CFO	Immediate	<b>Complete</b>
216	<b>River Bourgeois Mariner Society</b> for the Type 4 – Regional/Health/General Grant Funds request / that the Committee recommend to Council to defer the grant request from the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1500 to the June Committee of the Whole meeting.	2023-08-05	Municipal Clerk	Immediate	<b>Complete</b>
217	<b>Cape Breton Fiddlers Association</b> / to defer the grant request to the June Committee of the Whole meeting and to have staff reach out to the proponent to gather information regarding what events are taking place in Richmond County	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
218	<b>VON Week</b> / that the Committee recommend to Council to support the request from VON to celebrate VON Week by using blue lights on the Municipal Office building, request, from VON, a Victorian Order of Nurses for Canada (VON) flag and further make every effort to recognize VON week from May 21-27, 2023 on the Municipal Website and local media.	2023-08-05	Director of Public Works/Municipal Clerk	Immediate	<b>Complete</b>
219	<b>Richmond Wildlife Association</b> / that the Committee recommend to Council to approve the grant request from the Richmond Wildlife Association for the Type 3 – C1 Physical Activity Grant Funds in the amount of \$172.50 and be allocated at follows:\$ 172.50 from the District 2 funds.	2023-08-05	CFO	Immediate	<b>Complete</b>
220	<b>Louisdale Fleur de Lis Seniors &amp; Pensioners Club</b> / that the Committee recommend to Council to approve the grant request from the Louisdale Fleur de Lis Seniors & Pensioners Club for the Type 3 – C3 Sponsorship Grant Funds in the amount of \$500.00 and be allocated at follows: \$500.00 from the Regional General funds.	2023-08-05	CFO	Immediate	<b>Complete</b>
221	<b>Sidewalk Project</b> / The Committee unanimously agreed to defer the Arichat Pedestrian Sidewalk Project to budget discussions.	2023-08-05	CAO, CFO	Immediate	<b>Complete</b>
222	<b>Mawio'mi Friendship Gala Sponsorship Opportunities</b> / the Committee unanimously agreed to purchase the \$600.00 Friends of Mawio'mi sponsorship level.	2023-08-05	CAO, Municipal Clerk	Immediate	<b>Complete</b>
223	<b>Pondville Beach</b> / Council to draft a letter with input from the Save the Beach Provincial Park Group to the MLA and the Minister to address the infrastructure needs of the Pondville Beach Provincial Park.	2023-08-05	Warden	Immediate	<b>Complete</b>
224	<b>Broadband/</b> contact Bell to get some pricing on a Broadband/Cell Tower for the Loch Lomond area and report back to Council with an estimate of pricing so they could decide whether they want to add it to the 5 Year Capital Investment Plan.	05/15/2023	CAO	Immediate	<b>Complete</b>
225	<b>Collaborative Session/</b> that Council approve the requested amount of up to \$5,000 to provide catering for the June 23rd Richmond County Collaborative Session with Dough Griffiths.	5/23/2023	CAO/CFO	Immediate	<b>Complete</b>

226	<b>NSCC HEO Lease/</b> that Council approve in principle to have a 5 year lease with an appropriate out clause granted to the Nova Scotia Community College Strait Area Campus and FURTHER MOVE to refer the matter to Port Hawkesbury and the Joint Park Commission.	5/23/2023	CAO/CFO	Immediate	Complete
227	<b>Three year share agreement- Jclass road/</b> that Council defer to June 1, 2023 Special Meeting	5/23/2023	CAO	Immediate	Complete
228	<b>Hanging Flower Baskets/</b> that Council approve the request from Telile Community Television to place and care for hanging flower baskets on the lampposts that line the Arichat sidewalk conditional on staff approval.	5/23/2023	CAO/ Director of Public Works	Immediate	Complete
229	<b>Question Period Procedure /</b> that Council defer the discussion to the June COW Meeting	5/23/2023	Municipal Clerk	Immediate	Complete
230	<b>Arichat Pedestrian Side Walk/</b> that Council defer a decision to June 1, 2023 Special Meeting	5/23/2023	Municipal Clerk	Immediate	Complete
231	<b>NSFM Policing Survey /</b> that Council defer to staff to coordinate a response from Council and the Police Advisory Board.	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
232	<b>CCBF Policy Section 4 (a) /</b> to have staff provide the By-Law / Policy Committee with a staff report for data on 8% and 10% allocation for the next meeting.	5/23/2023	CAO/CFO	Immediate	Complete
233	<b>CCBF Policy Section 4 (f) / to reword as follows:</b> The Municipality will contribute to a maximum of 50% of the total CCBF eligible project costs net of any other external funding , from the allocated account for water and sewer projects and with no percentage limits on other projects.	5/23/2023	CAO/ Municipal Clerk	Immediate	Complete
234	<b>Marketing Levy, 3rd Draft -</b> Question for Terry Smith from Council regarding Section 7 e: Why do we need to specify the geography?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
235	<b>Question Period -</b> questions from the public regarding the proposed changes to the Isle Madame Municipal Planning Strategy and Land use By-law. (1) Whether or not the policy change for Isle Madame is in keeping with the norms in other areas of the province? (2) What substantiates a mini campground and is it based on any size of lot as the old by-law would apply to any land owner?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
236	<b>CCBF Policy</b> moved to adoption process	2023-06-06	Municipal Clerk	Immediate	Complete
237	<b>Marketing Levy</b> moved to the adoption process	2023-06-06	CAO / Municipal Clerk	Immediate	Complete
238	<b>Food Cycle Science, Municipal Food Waste Pilot Project -</b> that Council refer to staff for further investigation.	2023-12-06	CAO	Immediate	Complete
239	<b>Acting Collectively -</b> send email to Councillors with information on the Council Recruitment Campaign..	2023-12-06	Municipal Clerk	Immediate	Complete
240	<b>Waste Receptacles-</b> that Council refer the topic of Waste Receptacles for further discussions to the By-law / Policy Committee	2023-12-06	CAO / Municipal Clerk	Immediate	Complete
241	<b>Arichat Community Development Grant Extension -</b> that the Committee recommend to Council to approve the Arichat Community Development Association grant request extension for an additional year, to March 31, 2024	2023-12-06	CFO	Immediate	Complete

242	<b>IMVFD</b> - that Council have staff draft a letter outlining the limitations on private property and to provide information on who may be contacted.	2023-12-06	CAO	Immediate	<b>Complete</b>
243	<b>Louisdale &amp; Area Food Bank</b> - that Council approve the grant request from the Louisdale & Area Food Bank Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	<b>Complete</b>
244	<b>River Bourgeois Community Services Society</b> - that Council have staff reach out to the proponent for further information on the designated funds and defer to June Council.	2023-12-06	CFO	Immediate	<b>Complete</b>
245	<b>Re-Nest</b> - that Council approve the grant request from the Re-Nest Furniture Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 600 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	<b>Complete</b>
246	<b>Re-Nest</b> - reach out to the organization how we can help promote them.	2023-12-06	Municipal Clerk	Immediate	<b>Complete</b>
247	<b>Little Harbour Comm. Pasture</b> - that Council approve the grant request from the Little Harbour Community Pasture for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$2000 from District 5 and \$3000 from the Regional Fund.	2023-12-06	CFO	Immediate	<b>Complete</b>
248	<b>Strait Mutual Aid</b> - that Council have staff reach out to the proponent to gather more information on what other Municipalities have granted funding and FURTHER MOVE that Council have the Emergency Services Coordinator provide a staff report for the next meeting.	2023-12-06	CFO	Immediate	<b>Complete</b>
249	<b>River Bourgeois Mariner Society</b> - that Council approve the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1000 and be allocated as follows: \$500 from District 4 and \$500 from the Regional Fund.	2023-12-06	CFO	Immediate	<b>Complete</b>
250	<b>Cape Breton Fiddlers Association</b> - that Council approve the Cape Breton Fiddlers Association for the Type 4 – Regional/Health/General Grant Funds in the amount of \$ 2000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	<b>Complete</b>
251	<b>Question Period</b> - that Council refer the revision of the procedures for question period to the Warden and CAO.	2023-12-06	CAO / Warden	Immediate	<b>Complete</b>
252	<b>World Elder Abuse Day</b> - provide information on social media.	2023-12-06	Municipal Clerk	Immediate	<b>Complete</b>
253	<b>CSAP &amp; Arichat Side Walk Project Update-</b> that Council have staff proceed with exploring options for the exit side paving and report back to Council.	2023-12-06	Director of Public Works	Immediate	<b>Complete</b>
254	<b>Strait Area Chamber Housing</b> - that Council support, in principle, the Strait Area Chamber of Commerce formation of a not-for-profit entity with the mandate to create and execute a housing action plan for Richmond County and the Town of Port Hawkesbury and FURTHER MOVE that staff arrange a joint council meeting in the fall.	6/26/2023	CAO	Immediate	<b>Complete</b>
255	<b>Provincial Capital Assistance Program (PCAP)</b> - 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	<b>Complete</b>
256	<b>IMV Food Bank</b> - that staff work with the society to bring awareness to the searching of a permanent location.	6/26/2023	CAO	Immediate	<b>Complete</b>
257	<b>Loch Lomond Volunteer Fire Department</b> - that Council approve the LLVFD Type 1 - Infrastructure Grant Request in the amount of \$5000 and be allocated as follows: \$1000 from District 5 Funds and \$4000 from the Regional Fund.	6/26/2023	CFO	Immediate	<b>Complete</b>

258	<b>River Bourgeois Community Service Society</b> - that Council approve the RBCSS Type 4 Regional/Health/General Grant Funds in the amount of \$5000 and be allocated as follows: \$1000 from District 4 Funds and \$ 4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
259	<b>Strait Area Mutual Aid Association</b> - that Council approve the SAMAA Type 1 - Infrastructure Grant Funds in the amount of \$5000 and be allocated as follows: \$5000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
260	<b>Supporting Affordable Housing</b> - that Council have staff explore what other Municipal units are doing to support affordable housing and report back to Council.	6/26/2023	CAO	Immediate	In Progress
261	<b>Council Chamber Upgrades</b> - Moved by Councillor Michael Diggdon, seconded by Councillor Melanie Sampson that Council proceed with the Mastercontrol Proposal in the amount of \$51,200.00 plus hst to upgrade the Council Chamber video/audio production system and FURTHER MOVE that the funds be allocated from the Capital Reserve. Motion carried with four in favor and one against.	8/21/2023	CAO / CFO	Immediate	Complete
262	<b>Cape Breton Partnership</b> - Moved by Councillor Shawn Samson, seconded by Councillor Michael Diggdon that Council approve the requested amount of up to \$1,500 to sponsor the Cape Breton Partnership Investor Summit. Motion carried.	8/21/2023	CAO / CFO	Immediate	complete
263	<b>Active Living Strategy and Recreation Plan</b> - that the Committee of the Whole recommend to Council to defer the decision to adoption the Active Living Strategy and Recreation Plan to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
264	<b>Two Eyed Seeing Conference</b> - that the Committee of the Whole recommend to Council to defer the decision of sponsorship for the Two Eyed Seeing Conference to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
265	<b>MEMAC - Committee Appointment</b> - that the Committee of the Whole recommend to Council that Councillor Melanie Sampson and Warden Amanda Mombourquette be appointed to the Municipal Emergency Management Advisory Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	Complete
266	<b>MEMPC - Committee Appointment</b> - that the Committee of the Whole recommend to Council that Councillor Michael Diggdon and Councillor Shawn Samson be appointed to the Municipal Emergency Management Planning Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	Complete
267	<b>Fences Arbitration Committee Appointment</b> - that the Committee of the Whole recommend to Council that Deputy Warden Brent Sampson be appointed to the Fences Arbitration Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	Complete

268	<b>Health Information Magnets</b> - that the Committee of the Whole recommend to Council to have staff investigate whether other Municipalities and Emergency Health Services have programs for Health Information Magnets or similar currently in place and report back to Council.	2023-11-09	Emergency Services Coordinator	Future Council meeting.	Complete
269	<b>Cost-Shared Road Paving J-Class</b> - The Committee of the Whole unanimously agreed to defer the discussion on selecting J-Class Roads for the application for cost-shared paving to the next Regular Council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
270	<b>Voluntary Vulnerable Person Registry</b> - that the Committee of the Whole recommend to Council to support the resolution for a Province wide Voluntary Vulnerable Person Registry and FURTHER MOVE to defer the reading of the resolution to the next Regular Council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
271	<b>Fetal Alcohol Spectrum Disorder</b> - that the Committee of the Whole recommend to Council to support the request to declare the month of September as Fetal Alcohol Spectrum Disorder (FASD) Awareness Month and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
272	<b>Right To Know Week</b> - that the Committee of the Whole recommend to Council to support the request to declare September 25 to October 1, 2023 as Right to Know Week and FURTHER MOVE to defer the reading of the proclamation to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
273	<b>Food Cycle Science, Municipal Food Waste Pilot Project</b> - The Committee of the Whole unanimously agreed to accept the Food Cycle Science - Municipal Pilot Program as information only and defer the discussion to budget time.	2023-11-09	CAO/CFO	After adoption of COW Report.	Complete
274	<b>Question Period - Claire Doyle - Isle Madame Garden Club/</b> Will the Municipality help the community deal with the woodland angelica invasive weed?	2023-11-09	CAO / Municipal Clerk	For next COW meeting.	Complete
275	<b>Road Name Change</b> - that the Planning Advisory/Heritage committee recommend to Council to have the EDCP provide guidance on the process of renaming the existing road names of Cannes Pt. Rd and Cannes Pt. Extension to Canns Pt Rd and Canns Pt Extension Rd. <b>Road Name Change</b> - that Council accept the recommendation from the Planning Advisory/Heritage Committee to change the road name of Cannes Point Road Extension to Canns Point Road Extension(omitting the e) and FURTHER MOVE that Council recommend to the province to change the road name of Cannes Point Road to Canns Point Road (omitting the e).	09/26/2023 - 01-31-2024	Municipal Clerk	Immediate	In Progress

276	<b>Wind Turbine Overlay Mapping</b> - that Council give second reading approval for the amendments to the Richmond County Municipal Planning Strategy and Land Use By-law addressing the Development of Wind Energy to allow the creation of the Utility Scale Wind Development (WD-2) Zone which permits Utility Scale Wind Turbines as of right subject to special requirements and the rezoning map in Schedule A. (attached)	09/26/2023	Municipal clerk	For next Reg Council meeting	<b>Complete</b>
277	<b>RCMP Advisory Board By-Law</b> - that Council give first reading approval for the RCMP Advisory Board By-Law.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
278	<b>Recreation Vehicles</b> - that Council give First Reading approval for the proposed amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to allow for small scale campgrounds and recreational vehicles to be used as a seasonal main dwelling or seasonal accessory dwelling as of right within the Rural General (RG) Zone and Rural Resource (RR) Zone and to insert accompanying definitions and schedule a public hearing.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
279	<b>DNRR / ACOA Project Proposal</b> - that Council approve the project proposal for the staff position of Energy Transition Manager and pay the share at \$25,000.00 per year over the next three years and FURTHER MOVE that the 2023 payment be allocated from the un-used portion of the IT Technician salary from April 1- Oct 1 and future contributions shall be budgeted and assigned in ongoing budgets over the next two years.	09/26/2023	CAO / CFO	Immediate	<b>Complete</b>
280	<b>Application for Cost-Shared J-Class Road Paving</b> - that Council submit the following application to the Province for cost-shared paving of J-class roads in order of priority as follows: Lobster Plant Road, Sampson Road, Kings Road, and Forgeron Road.	09/26/2023	Director of Public Works	Immediate	<b>Complete</b>
281	<b>Active Living Strategy and Recreation Plan</b> - that Council approve the Active Living Strategy and Recreation Plan as presented by Upland REConsulting Group.	09/26/2023	Recreation Manager	Immediate	<b>Complete</b>
282	<b>CEPI Conference Sponsorship Opportunity</b> - that Council refer the CEPI Conference sponsorship opportunity to staff and FURTHER MOVE that staff provide a recommendation for the next Committee of the Whole meeting.	09/26/2023	CFO	Immediate	<b>Complete</b>
283	<b>FASD Proclamation</b> - that Council support the Fetal Alcohol Spectrum Disorder (FASD) Awareness Month proclamation	09/26/2023	Municipal clerk	Immediate	<b>complete</b>
284	<b>Right to Know Week Proclamation</b> - that Council support the Right to Know Week proclamation.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
285	<b>VVPR Resolution</b> - that Council approve the resolution and forward it to the Nova Scotia Federation of Municipalities	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
286	<b>Speed Radar Unit</b> - that Council refer the Speed Radar Unit discussion to the By-law and Policy Committee.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
287	<b>Speed Radar Unit</b> - Council unanimously agreed to recommend to staff that the speed radar unit located in West Arichat be moved to the Northside area and to place the currently unused unit along Hwy 206 in the Arichat area.	09/26/2023	Director of Public Works	Immediate	<b>Complete</b>
288	<b>Question Period / - Class Road List</b> - Provide Lisa Boudreau list via email.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
289	<b>Question Period / Financial Health Index Report</b> - Provide Robbie Fougere with the report	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>
290	<b>Question Period / Grant Disclosures for 2022-2023</b> - Check to ensure local paper publication.	09/26/2023	Municipal clerk	Immediate	<b>Complete</b>

291	<b>Acting Collectively Project</b> / Council to provide the Acting Collectively project team direction on what the best options are for presenting the Richmond County project findings.	2023-10-10	Warden	Immediate	Complete
292	<b>Zone 3 Curbside Collection Tender</b> /that Council accept the recommendation from the Committee of the Whole to authorize staff to EXCEED BUDGET IN ORDER TO proceed with award of the Zone 3 curbside tender to the lowest priced bidder.	2023-10-10	Director of Public Works	Immediate	Complete
293	<b>New Rules for Off-Highway Vehicles</b> / that Council accept the recommendation from the Committee of the Whole to have staff begin looking into the next steps for the Municipality to develop a plan of action and FURTHER MOVE that staff reach out the ATV Association of Nova Scotia, and place the New Rules for Off-Highway Vehicles on the agenda for discussion at the next Police Advisory board meeting.	2023-10-10	Recreation Department	Immediate	Complete
294	<b>Bell Alliant to Appear before Council</b> / that Council accept the recommendation from the Committee of the Whole to have staff invite a Bell Alliant representative to appear before Council at a future date to discuss the lack of coverage throughout many areas of the county.	2023-10-10	CAO	Immediate	In Progress
295	<b>NSUARB Order</b> / that Council accept the recommendation from the Committee of the Whole to have the Warden draft a press release regarding the Nova Scotia Utility Review Board Order, confirming the number of Councillors and polling districts.	2023-10-10	Warden	Immediate	Complete
296	<b>Wastewater Management District Funds</b> / that Council accept the recommendation from the Committee of the Whole to have staff explore the feasibility and sustainability of perusing the Wastewater Management District funding program and report back to council	2023-10-10	CAO	Immediate	Complete
297	<b>Deer Population</b> / to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.	2023-10-10	CAO	Immediate	In Progress
298	<b>Municipality of the County of Richmond Organizational Chart</b> / that Council accept the recommendation from the Committee of the Whole to adjust the organizational chart as presented including the position classifications.	2023-10-10	CAO	Immediate	Complete
299	<b>Purchasing and Tendering Policy</b> - that council refer the Purchasing and Tendering Policy to the By-Law/Policy Committee for review. <b>June 24, 2024:</b> that Council adopt the Purchasing and Tendering Policy as amended.	10/23/2023	Municipal Clerk	Immediate	Complete
300	<b>Travel and Expense Policy</b> / That the amendments to the Travel and Expense Policy be adopted.	10/23/2023	Municipal Clerk	Immediate	Complete

301	<b>Grant Disclosure Policy</b> - that the Grant Disclosure Policy be adopted as a policy of the Municipality of the County of Richmond.	10/23/2024	Municipal Clerk	Immediate	<b>Complete</b>
302	<b>Bras d'Or Lakes CEPI grant application</b> / that Council approve the Bras d'Or Lakes CEPI grant application for the Type 4 - Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$500 District 1, \$500 District 2, \$500 District 3, \$500 District 4, \$3000 Regional Grant Funds.	10/23/2025	CFO	Immediate	<b>Complete</b>
303	<b>SERMGAR Legislation-Bill 340</b> / that the Warden draft a letter on behalf of Richmond Municipal Council with clear restrictions that Council supports bill 340 as a path to achieve what was consulted on with the membership; specifically, that the Roads Stream B proposal regarding transfer of ownership of roads to municipalities be moved to Schedule A for further discussion.	10/23/2026	Warden	Immediate	<b>Complete</b>
304	<b>Calvin Presbyterian Church Grant Request</b> / that the Committee of the Whole recommend to Council to approve the Calvin Presbyterian Church Grant Application for the Type 1- Infrastructure Grant Funds in the amount of \$1,000 and be fully allocated from the District 5 Funds.	2023-06-11	CFO	Immediate	<b>Complete</b>
305	<b>Hearts Ability Society Wreaths Fundraiser</b> / The committee unanimously agreed to refer the request from the Hearts Ability Society to Staff	2023-06-11	CAO	Immediate	<b>Complete</b>
306	<b>Destination Cape Breton MOU</b> / that the Committee of the Whole recommend to Council to approve the MOU among the five Cape Breton Island municipalities and Destination Cape Breton.	2023-06-11	CAO	Immediate	<b>Complete</b>
307	<b>Municipal Housing Needs Report</b> / create an article and upload the document on Municipal website and create a fb post	2023-06-11	Municipal Clerk	Immediate	<b>Complete</b>
308	<b>Municipality of the County of Richmond Planning Strategy and Land Use By-Law</b> / that Council give First Reading approval for the Municipality of the County of Richmond Planning Strategy and Land Use By-Law and FURTHER MOVE to have staff schedule a public hearing.	11/20/2023	Municipal Clerk	Immediate	<b>Complete</b>
309	<b>École Beau Port Sidewalk/Driveway Project and Additional Accessibility Projects at Various Municipal Owned Facilities</b> / that Council supports the submission of applications for the École Beau Port Municipal Office Sidewalk Extension Project and the Accessibility Municipal Facility Upgrades Project, prioritized in order, for funding consideration under Municipal Capital Growth Program.	11/20/2023	Director of Public Works	Immediate	<b>Complete</b>
310	<b>Affordable Housing Project, SRD International Limited</b> / staff to provide an update for the December 18, 2023	2023-07-12	CAO	Immediate	<b>Complete</b>
311	<b>Extended Producer Responsibility (EPR) for Packaging, Paper Products</b> / that the Committee of the Whole recommend to Council to support the recommendation from staff to register for the new industry-led EPR for PPP program.	2023-07-12	Director of Public Works	Immediate	<b>Complete</b>

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

324	<b>Enumeration or use of lists or permanent register</b> / that the Committee of the Whole recommend to Council to proceed with option (c) use any permanent register of electors established and maintained for use in the federal or provincial election, if more recent than option (b) use the list of electors prepared in the most recent federal or provincial election or in an election held pursuant to Municipal Elections Act and FUTURE 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	<b>Tariff Fees and Expenses</b> /that the Committee of the whole recommend to Council to delegate its authority to the Chief Administrative Officer, Per section 139 (1A) of the Municipal Elections Act, to make, revise and amend the tariff of fees and expenses and provide for a method of rendering and verifying accounts for payment relating to the 2024 Municipal Election.	01-31-2024	CAO	Immediate	Complete
326	<b>Raising the Village Grant Request</b> / that the Committee of the Whole recommend to Council to approve the Raising the Villages Cooperative Ltd. grant application for the Type 4 – Regional/Health/General Grant Funds in the amount of \$2,500 and be allocated from the Regional Funds.	01-31-2024	CFO	Immediate	Complete
327	<b>Village of St. Peter's Guarantee</b> / that the Committee of the Whole recommend to Council to approve a loan guarantee in the amount of not more than \$185,000 for the purpose of the Village to conduct lift station upgrades and WWTP electrical upgrades.	01-31-2024	CFO	Immediate	Complete
328	<b>ECRL request for additional rent</b> / that the Committee of the Whole recommend to Council to approve the allocate funds to support rental fees for the relocation of the ECRL Petit de Grat Library for a period of up to two months during which time the renovations take place in February 2024.	01-31-2024	Director of Community Development and Recreation	Immediate	Complete
329	<b>Richmond County Water Utility-Water Rate Study</b> / that the Richmond County Water Utility Water Rate Study be placed on the agenda for the next Committee of the Whole meeting for further discussion.	01-31-2024	Municipal Clerk	Immediate	Complete
330	<b>Request to Purchase PID 75142133</b> / Moved by Council/ that Council accept the recommendation from the Planning Advisory / Heritage Committee to proceed with the process of the sale of PID 75142133, ensuring proper procedures are followed.	01-31-2024	CFO / Revenue Manager	Immediate	In Progress
331	<b>Land/Legal Document from In camera session</b> / that Council accept the recommendation from the Planning Advisory / Heritage Committee that the document discussed in-camera be presented in-camera at the next Committee of the Whole meeting.	01-31-2024	Municipal Clerk	Immediate	Complete
332	<b>Bona Road and Bona Lane in L'Ardoise</b> / that Council have the EMO/Fire Services Coordinator investigate if the naming of Bona Road and Bona Lane in L'Ardoise has been an issue with Emergency Health Services and FURTHER MOVE if a road name change required that a staff report be prepared for the Planning/Advisory Committee.	01-31-2024	Emergency Services Coordinator	Immediate	Complete
333	<b>Contract Negotiations</b> / that Council accept the proposal from Conseil scolaire acadien provincial (CSAP) for the side walk project as discussed in camera and FURTHER MOVE to enter into partnership with CSAP.	02-26-2024	Director of Public Works	Immediate	Complete

334	<b>Request for Proposals for the Purchase and Use of 19 School Road, Evanston, NS, PID 75221366,75035865</b> / that Council accept the recommendation from the Committee of the Whole to proceed, as discussed in camera, with the Request for Proposals for the purchase and use of 19 School Rd., Evanston, NS, PID # 75221366, 75035865.	02-26-2024	CAO	Immediate	Complete
335	<b>Richmond Water Utility Water Rate Study/</b> that Council accept the recommendation from the Committee of the Whole that the Municipality of the County of Richmond apply to the Nova Scotia Utility and Review Board for changes in its rates for water and water service, fire protection to the municipality of the county of Richmond and changes to its rules and regulations for customers served by the Municipality of the County of Richmond water utility, as set out in the water rate study prepared by G.A. Isenor Consulting Limited in association with Blaine s. Rooney Consulting Limited.	02-26-2024	Director of Public Works	Immediate	Complete
336	<b>Voluntary Vulnerable Persons Registry/</b> Moved by Deputy Warden Shawn Samson, seconded by Councillor Brent Sampson that Council accept the recommendation from the Committee of the Whole to refer the Voluntary Vulnerable Persons Registry to the Municipal Emergency Management (MEM) Advisory Committee as an action item.	02-26-2024	EMO / Fire Services Coordinator	Immediate	In Progress
337	<b>Speed Radar Request for Information /</b> that Council accept the recommendation from the Committee of the Whole to approve the request for access to data from speed radar signs in Richmond County and FURTHER MOVE that staff provide Sgt. Brad Kelly with the requested information.	02-26-2024	Director of Public Works	Immediate	Complete
338	<b>Planning Advisory/Heritage Committee /</b> that Council accept the recommendation from the Committee of the Whole to appoint Warden Mombourquette and Councillor Michael Diggdon as members of the Planning Advisory/Heritage Committee effective immediately and FURTHER MOVE that the committee terms of reference be updated accordingly.	02-26-2024	Municipal Clerk	Immediate	Complete
339	<b>Grants Policy /</b> that the Grants Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	Complete
340	<b>Sale of Municipal Property Policy /</b> that the Sale of Municipal Property Policy be adopted as amended.	02-26-2024	Municipal Clerk	Immediate	complete
341	<b>Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units./</b> Sampson that Council give first reading approval for the Amendments to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units and FURTHER MOVE that staff schedule a public hearing.	02-26-2024	Municipal Clerk	Immediate	Complete
342	<b>Amyloidosis Awareness Month Proclamation /</b> that Council approve the request to proclaim the month of March as Amyloidosis Awareness Month in the Municipality of the County of Richmond County.	02-26-2024	Municipal Clerk	Immediate	Complete
343	<b>Mary Beth Doucette, Co-Chair CEPI Management Committee, Re: Requestfor the continued financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan.</b> / that Council defer the request for financial support of the Bras d'Or Lakes Collaborative Environmental Planning Initiative's (CEPI) 2024-25 Notional work plan to budget discussions.	02-26-2024	CFO	Immediate	Complete
344	<b>Question Period - Regular Council, Re: Port Royal Bridge/</b> that Council have the Warden draft a letter to Trevor Boudreau, MLA and the Honourable Kim Masland regarding the removal of the Port Royal Bridge.	02-26-2024	Warden	Immediate	Complete

345	<b>RCLN Funding Request/</b> that Council accept the recommendation from the Committee of the Whole to approve the RCLN funding request for the Type 4-Regional/Health/General Grant in the amount of \$1,000.00 and be allocated as follows: District 4 Funds: \$500.00 and District 5 Funds: \$500.00. <b>April 8 2024-that the Committee of the Whole recommend to Council to amend the previously adopted motion made on March 11th, 2024 for the Richmond County Literacy Network Type 4-Regional/Health/General Grant request and adjusted to the amount to the original ask to \$2600 and FURTHER MOVE that the funds be allocated from the 2023/2024 budget as follows: District 1 Funds: \$500.00, District 3 Funds: \$600.00, District 4 Funds: \$1000.00, and District 5 Funds: \$500.00.</b>	03-25-2024	CFO	Immediate	<b>Complete</b>
346	<b>Isle Madame Garden Club Funding Request/</b> that Council accept the recommendation from the Committee of the Whole to approve the Isle Madame Garden Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 4500.00 and be allocated as follows: District 1 Fund: \$1500.00, District 2 Fund: \$1500.00, and Regional Fund \$1500.00.	03-25-2024	CFO	Immediate	<b>Complete</b>
347	<b>New Horizons Seniors Club Funding Request/</b> to approve the Isle Madame New Horizons Seniors Club funding request for the Type 1 – Infrastructure Grant Funds in the amount of \$ 5000.00 and be allocated as follows: District 1 Funds: \$1750.00, District 2 Funds: \$1750.00, Regional Fund: \$1500, and FURTHER MOVE, that if there is a short fall, the remaining funds are to be allocated from the Regional Fund.	03-25-2024	CFO	Immediate	<b>Complete</b>
348	<b>Request for Tax Reduction due to Fire-Micheline Landry/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 003320456 owned by Micheline Landry, which was completely destroyed by fire, in the amount of \$762.72, which represents taxes on the dwelling only from April 27, 2023, to March 31, 2024.	03-25-2024	CFO, Revenue Manager	Immediate	<b>Complete</b>
349	<b>EDPC Revised Appointments effective April 1 2024/</b> that Council accept the recommendation from the Committee of the Whole to approve the following Eastern District Planning Commission revised appointments, effective April 1, 2024	03-25-2024	CAO	Immediate	<b>Complete</b>
350	<b>Purple Day Proclamation Request/</b> that Council accept the recommendation from the Committee of the Whole to proclaim March 26th, 2024, as Purple Day to help raise awareness and show support for all those living with epilepsy.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
351	<b>Operation Veterans Build /</b> that Council accept the recommendation from the Committee of the Whole to refer the Operation Veterans Build to staff to explore the opportunity to support the program.	03-25-2024	Director of Community Development and Recreation	Immediate	<b>Complete</b>
352	<b>Central Richmond Secondary Plan and LUBL /</b> that Council give second reading approval to the Central Richmond Secondary Plan and Land Use By-Law to allow former institutional buildings to be converted into dwelling units.	03-25-2024	Municipal Clerk	Immediate	<b>Complete</b>

353	<b>Sale of Municipal Property – Undersized Lot Adjacent to Property Owner, PID # 75112144</b> / that Council declare property PID #75122144 as surplus and FURTHER MOVE that staff proceed with the sale of the undersized lot to the adjacent property owner, R & L Rentals, at the appraised fair market value plus HST and migration costs	03-25-2024	CFO, Revenue Manager	Immediate	In Progress
354	<b>Richmond Arena Refrigerant Purchase</b> / that Council support the staff recommendation to purchase the available refrigerant and FURTHER MOVE to proceed with the purchase on or after April 1, 2024, in advance of budget approval.	03-25-2024	Director of Public Works	Immediate	Complete
355	<b>Autism Acceptance Month Flag Raising Request/</b> that Council have staff organize the Autism Acceptance Month flag raising and proclamation ceremony for a date in April, and FURTHER MOVE that staff advertise an invitation to residents in local media.	03-25-2024	Municipal Clerk	Immediate	Complete
356	<b>Land-Legal / Open Tender Competition PID # 75142133/</b> that Council to accept the recommendation from staff to sell property PID# 142133 to the highest bidder as a result of the open tender competition.	04-22-2024	CFO, Revenue Manager	Immediate	Complete
357	<b>Personnel / Additional Professional Finance Services</b> / that Council to empower the CAO to engage additional professional financial services and to include such costs in the 2024/25 budget.	04-22-2024	CAO	Immediate	Complete
358	<b>Municipal Growth Framework</b> / that Council support the Municipal Growth Framework resolution.	04-22-2024	Municipal Clerk	Immediate	Complete
359	<b>2024 Heavy Collection</b> / that Council proceed with the 2024 Heavy Collection at an estimated cost of \$160,000 with the funds to be allocated in the 2024/25 budget.	04-22-2024	Director of Public Works	Immediate	Complete
360	<b>Village of St. Peter's Gurantee</b> / that Council provide a guarantee for the Village of St. Peter's for the purpose of borrowing to convert their balloon payment into a new 5-year debenture in the amount of \$497,300.00.	04-22-2024	CFO	Immediate	Complete
361	<b>RB Mariners Society</b> / 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	Complete
362	<b>Gaelic Awareness Month</b> / that the Committee of the Whole recommend to Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to members of the public in local media.	04-22-2024	Municipal Clerk	Immediate	Complete
363	<b>River Bourgeois Community Services for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500</b> / to table the River Bourgeois Community Services grant request for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500 to the next Council meeting following Grants and Contributions budget discussions. <b>June 24, 2024:</b> that Council approve the grant request from the River Bourgeois Community Services for the Type 03 - Recreation Sponsorship Grant funding in the amount of \$500 and be allocated from the District 4 funds.	04-22-2024	Director of Finance	Immediate	Complete
364	<b>Richmond Education Center/Academy</b> / to Council to defer the request to contribute to the Richmond Education Center/Academy Bursary/Scholarship fund to budget discussions.	04-22-2024	CFO	Immediate	Complete

365	<b>Tourism Nova Scotia Emerging Destinations Program</b> / that Council have staff connect with Cindy Walker to explore the program to see if there are opportunities to participate.	04-22-2024	Department of Community Development and Recreation	Immediate	Complete
366	<b>Access Awareness Week</b> / that MOCR host a flag raising and proclamation event on May 27.	04-22-2024	Department of Community Development and Recreation	Immediate	Complete
367	<b>Appointment of Auditors</b> / that Council appoint Grant Thornton as auditors for the March 31, 2024 fiscal year end.	04-22-2024	CAO, CFO	Immediate	Complete
368	<b>Financial Statements Year Ended March 31, 2023</b> / that Council accept the financial statements with the non-substantive amendments as presented.	04-22-2024	CAO, CFO, Warden, DW	Immediate	Complete
369	<b>Variance Notification Procedures</b> / that Council have staff review the Land Use By-Laws to determine if an extension on the time frame for appeals can be extended from 14 to 21 days and FURTHER MOVE to prepare amending pages.	04-22-2024	Municipal Clerk	Immediate	In Progress
370	<b>Richmond County Subdivision By-Law</b> / tha Council have staff prepare amending pages to the Richmond County Subdivision By-Law for the purpose of removing the term “clearly survey” and further clarify that the use of an easement (new or existing) will require a survey.	04-22-2024	Municipal Clerk	Immediate	In Progress
371	<b>Building Permits and Fees</b> / that Council have staff amend By-Law 61- Building Permits and Fees for the purpose of updating the fee structure as presented by the Eastern District Planning Commission.	04-22-2024	Municipal Clerk	Immediate	Complete
372	<b>Dry Hydrant Installation</b> / that Council review the submission from the St. Peter's Volunteer Fire Department for the approval of \$5000 for the installation of their dry hydrant at the next Committee of the Whole with our Emergency Service Coordinator.	04-22-2024	Emergency Services Coordinator	Immediate	Complete
373	<b>Fire Service Review Document</b> / that Council review the 2019 Fire Service Review and recommendations submitted by Goudreault Associates at the next Committee of the Whole with our	04-22-2024	Emergency Services Coordinator	Immediate	Complete
374	<b>Lyme Disease Awareness Month</b> / that the Lyme Disease Awareness Month Proclamation be approved.	04-22-2024	Municipal Clerk	Immediate	Complete
375	<b>MOCR 2024036 Tender</b> - that Council authorize the CAO to award the MOCR 2024036 Former West Richmond Education Centre/Walter Fougere School Tender to the proponent as discussed in camera.	05-09-2024	CAO	Immediate	Complete
376	<b>No Mow May</b> - that Council observe 'No Mow May' as a standing practice, however, staff are authorized to mow, when it is deemed necessary, at the Department of Public Work's discretion	05-27-2024	Director of Public Works	Immediate	Complete
377	<b>Roaming Farm Animals</b> - that Council refer the discussion to the Bylaw / Policy Committee.	05-27-2024	Municipal Clerk	Immediate	In Progress
378	<b>Street Light Policy</b> - that Council refer the Street Light Policy to the By-Law/Policy Committee for Review	05-27-2024	Municipal clerk	Immediate	Complete
379	<b>VON Week</b> / that Council accept the recommendation from the Committee of the Whole to approve the VON Proclamation, the raising of the VON Flag for a date in May, and FURTHER MOVE that staff make the arrangements to light up the Municipal Building in Blue and make every effort to recognize VON week on social media.	05-27-2024	Municipal clerk	Immediate	Complete

380	<b>Richmond River Root Richmond River Roots Market Green Society that the grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,200</b> / that Council accept the recommendation from the Committee of the Whole to defer to the next Council meeting following Grants and Contributions budget discussions. <b>June 24, 2024:</b> that Council approve the grant request from the Richmond River Roots Market Green Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$6,650 and be allocated as follows: General Funds: \$4400, District 1:\$ 500, District 2:\$ 500, District 3:\$ 500, District 4:\$ 500, District 5:\$ 250	05-27-2024	Director of Finance	Immediate	Complete
381	<b>SPVFD Dry Fire Hydrant</b> -that Council accept the recommendation from the Committee of the Whole to approve the funding of five thousand dollars for the installation of the dry fire hydrant.	05-27-2024	Director of Finance	Immediate	Complete
382	<b>Dry Fire Hydrant</b> - that Council accept the recommendation from the Committee of the Whole to refer the Dry Fire Hydrant Policy to the Fire Service Protection Committee and the By-Law/Policy Committee for review.	05-27-2024	Emergency Services Coordinator	Immediate	In Progress
383	<b>Grant request from the Administration Portuaire de Petit-de-Grat for Infrastructure Grant Funds in the amount of \$20,000</b> / that Council approve the grant request from the Administration de Petit-de-Grat for the Type 1- Infrastructure Grant Funds in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds.	05-27-2024	Director of Finance	Immediate	Complete
384	<b>Lennox Place Limited support letter</b> / that Council have the Warden provide a letter of support, in principle, for their application for the Nova Scotia Affordable Housing Development Program to fund the conversion of a building into a 7-unit apartment building located at 818 Veterans Memorial Drive, Arichat.	05-27-2024	Warden	Immediate	Complete
385	<b>Lennox Place Limited permitting fees</b> / that Council refer the discussion on covering the Lennox Place Limited associated permitting fees to the next meeting of Council following budget discussions and FURTHER MOVE that Staff contact the other proponents to identify their current interest in Municipal support and hold a Special meeting as soon as possible, following the budget discussions, to discuss covering permitting fees.June 24, 2024: that Council approve the request from Lennox Place Limited for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	05-27-2024	CAO	Immediate	Complete
386	<b>5 year capitial investment Plan</b> / that Council approve the 5 year Capital Investment Plan for the Municipality of the County of Richmond for the fiscal year ending March 31, 2025.	06-13-2024	Municipal Council	Immediate	Complete
387	<b>Area Rates</b> / that Council accept the recommendation of the Director of Finance and that the following area rates be approved:	06-13-2024	Municipal Council	Immediate	Complete
388	<b>Final Budget for year ending March 31, 2025</b> / that Municipal Council give approval to the municipal estimates of revenues and expenditures for the year ending March 31, 2025 in the amount of \$17,459,364; AND FURTHER MOVED THAT WHEREAS pursuant to the Municipal Government Act, the Municipal Council of the Municipality of Richmond estimates that sums amounting to \$10,714,430 are required	06-13-2024	Municipal Council	Immediate	Complete

389	<b>Canada Day Funding</b> / that Council approve the following Canada Day Funding Applications as follows: a) Ardoise Mens Club \$ 1,577.00 b) Loch Lomond Heritage Association\$ 500.00 c)St. Louis Parish\$ 2,500.00 d)St. Peter's Lions Club\$5,800.00 e)Bras d'Or Lakes Seniors Association\$ 300.00	06-13-2024	Director of Finance	Immediate	Complete
390	<b>Sale of property PID 75079954 and PID 75026898 for the upcoming tax sale on August 23, 2024</b> / that Council accept the recommendation from the Committee of the Whole to accept the recommendation from staff to sell property PID 75079954 and PID 75026898 at the tax sale on August 23, 2024, as discussed in closed session.	06-24-2024	Director of Finance / Revenue Manager	Immediate	Complete
391	<b>Cape Breton Partnership - Forward Together Plan</b> / that Council accept the recommendation from the Committee of the Whole to endorse the Liaison Oversight Committee's (LOC) acceptance of the Forward Together plan as the Economic Development Strategy of the Cape Breton Regional Enterprise Network (CB REN), and FURTHER MOVE, commit to aligning Richmond County's economic development efforts with Forward.Together.	06-24-2024	CAO		In Progress
392	<b>Share the Road Project</b> / that Council accept the recommendation from the Committee of the Whole to refer the discussion to the By-Law and Policy Committee for the development of a by-law that would permit MOCR to designate a municipal roadway or part of a roadway as a road trail.	06-24-2024	Municipal Clerk	Immediate	In Progress
393	<b>River Bourgeois Mariner Society for the Type 4 – Regional /Health/General grant funds in the amount of \$1,500 / June 10, 2024:</b> that Council accept the recommendation from the Committee of the Whole to defer the request from the River Bourgeois Mariner Society for the Type 4 – Regional /Health/General Grant Funds in the amount of \$1,500 to the next meeting following budget discussions. <b>June 24, 2024</b> : that Council approve the grant request from River Bourgeois Mariner Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$1,500 and be allocated as follows: \$1000 from District 4 Fund and \$500 from the Reginal Fund.	06-24-2024	Director of Finance	Immediate	Complete
394	<b>Brela Homes, Jeremy Carroll request for financial support for building permitting fees / June 10, 2024:</b> that Council accept the recommendation from the Committee of the Whole to defer the request from Jeremy Carroll, Brela Homes, for financial support for building permitting fees to the next meeting following budget discussions. <b>June 24, 2024:</b> that Council approve the request from Jeremy Carroll, Brela Homes, for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	06-24-2024	CAO	Immediate	Complete
395	<b>Request from Anne Leavitt, board chair of the Isle Madame Historical Society, to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week</b> / that Council accept the recommendation from the Committee of the Whole to approve the request from Anne Leavitt, board chair of the Isle Madame Historical Society to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week.	06-24-2024	Municipal Clerk	Immediate	Complete

396	<b>Canada Post rural mail service interruptions</b> / that Council accept the recommendation from the Committee of the Whole to have staff invite a representative from Canada Post to a future meeting of Council for discussion on the rural mail service interruptions.	06-24-2024	CAO/Municipal Clerk	Immediate	In Progress
397	<b>Committees Policy</b> / that Council adopt the Committees Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete
398	<b>Low Income Tax Exemption Program Policy</b> / that Council adopt the Low Income Tax Exemption Program Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete
399	<b>Richmond Housing Corporation By-Laws</b> / that Council approve the amendments to the Richmond Housing Corporation by-laws.	06-24-2024	Municipal Clerk	Immediate	Complete
400	<b>Climate Emergency Planning</b> / that Council refer to staff to commence a review and further update our climate action plan with the assistance of EDPC staff, through the lens of coastal protection and emergency management planning and FURTHER MOVE to have staff work with a Provincial Funding Navigator to investigate any funding opportunities that could be applied for such as the Green Municipal Fund (FCM) and the Community Capacity Grant (Province).	06-24-2024	CAO	Immediate	In Progress
401	<b>Louisdale Lions Club grant request for the Type 04 – General/Waterfront Development Funding for \$20,000</b> / that Council approve the grant request from the Louisdale Lions Club for the Type 04 – General/Waterfront Development Funding for \$20,000, and be allocated from the CCBF Waterfront Development Fund, subject to assessment by staff as to the project's eligibility.	06-24-2024	Director of Finance	Immediate	Complete
402	<b>Requests for the Type 03 – Canada Day Grant Funds for the Johnstown's Harbour Wharf for \$ 500 and the South Mountain Arm of Gold Community Association for \$400</b> / that Council approve the grant requests for the Type 03 – Canada Day Grant Funding for the Johnstown's Harbour Wharf of \$ 500 and the South Mountain Arm of Gold Community Association of \$500 and be allocated from the Canada Day Grant Fund.	06-24-2024	Director of Finance	Immediate	Complete
403	<b>Colin MacDougall, One of a Kind Design, Re: Pole Banner Kits</b> / that Council refer the request from Colin MacDougall regarding pole banner kits to staff.	06-24-2024	Director of Public Works	Immediate	Complete
404	<b>Terry Doyle, CAO, Town of Port Hawkesbury, Re: Joint Industrial Park – Use of 38 Unity Drive for the Strait Truck and Tracker Pull event</b> / that Council approve the use of Unity Drive property for the Strait Truck and Tracker Pull event.	06-24-2024	CAO	Immediate	Complete
405	<b>Multi-Party First Nations and Municipal Agreement</b> / Council unanimously agreed to defer the Multi-Party First Nations and Municipal Agreement to a future meeting and to invite Tyler Matheis, CEO of Cape Breton Partnership, to engage in further discussion.	06-24-2024	CAO	Immediate	In Progress
406	<b>NSFM Council Invitation</b> / that Council refer to staff to coordinate the arrangements.	06-24-2024	Municipal Clerk	Immediate	Complete

407	<b>Landfill Closure</b> /that Council approve the change to the budget for the West Arichat disposal site closure by an additional \$665,000 of the Capital Fund Budget, preferably under Canada Community Building Fund (CCBF).	08-07-2024	Director of Public Works	Immediate	<b>Complete</b>
408	<b>Capital Improvement and Development Policy</b> / that Council adopt the Capital Improvement and Development Policy as a policy of the Municipality of the County of Richmond	08-07-2024	CAO	Immediate	<b>Complete</b>
409	<b>Dog By-Law</b> / that Council refer the Dog By-Law to the By-Law/Policy Committee for review.	08-07-2024	Municipal Clerk	Immediate	<b>In Progress</b>
410	<b>Seniors Take Action Coalition, Re: Request for the Type 4 -Regional/Heath/General Grant Funds</b> in the amount of \$9,400.00 / that Council defer the request for the Type 4 -Regional/Heath/General Grant Funds in the amount of \$9,400.00 to the next Committee of the Whole.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
411	<b>Festival Acadien de Petit-de-Grat, Re: Request for the Type 3 - Sponsorship Funds in the amount of \$500.00</b> / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 - Sponsorship Funds in the amount of \$500.00 and be allocated from the District 1 Funds.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
412	<b>Festival Acadien de Petit-de-Grat, Re: Grant request for the Type 3 C1 -Physical Activity Grant Funds in the amount of \$1,000.00</b> / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 C1 -Physical Activity Funds in the amount of \$1000.00 and be allocated as follows: Regional Funds: \$500, District 1 Funds: \$250, and District 2 Funds: \$250.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
413	<b>D'Escousse Civic Improvement Society, Re: Grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00</b> /that Council approve the D'Escousse Civic Improvement Society grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00 and be allocated from the District 2 Funds.	08-07-2024	Director of Finance	Immediate	<b>Complete</b>
414	<b>Grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50</b> / that Council accept the recommendation from the Committee of the Whole to approve the grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50, to be allocated from the Regional Fund.	09-23-2024	Director of Finance	Immediate	<b>Complete</b>
415	<b>Office of the Information and Privacy Commissioner for Nova Scotia to proclaim September 23-29<sup>th</sup> as Right to Know Week in the County of Richmond</b> / that Council accept the recommendation from the Committee of the Whole to proclaim September 23-29th 2024 as Right to Know Week in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
416	<b>October 1, 2024, as Seniors for Climate Day in the County of Richmond</b> / that Council accept the recommendation from the Committee of the Whole to proclaim October 1, 2024, as Seniors for Climate Day in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>

417	<b>Request from Amy Wagg for English-Gaelic Boundary Signage in the County of Richmond/</b> that Council accept the recommendation from the Committee of the Whole to have staff collaborate with the Minister of Gaelic Affairs and the Minister of Public Works to install the new signs as requested when the Provincial budget permits.	09-23-2024	CAO	Immediate	<b>Complete</b>
418	<b>Request to write off taxes for property AAN 02913135, owned by Donald Frost, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 02913135 owned by Donald Frost, which was completely destroyed by fire, in the amount of \$205.87, which represents taxes on the dwelling only from December 16, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	<b>Complete</b>
419	<b>Request to write off taxes for property AAN 04126068, owned by James White, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 04126068 owned by James White, which was completely destroyed by fire, in the amount of \$61.85, which represents taxes on the dwelling only from December 24, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	<b>Complete</b>
420	<b>Request to write off taxes for property AAN 06373917, owned by Colton Gillis &amp; Keisha Morrison, which was destroyed by fire/</b> that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 06373917 owned by Colton Gillis & Keisha Morrison, which was completely destroyed by fire, in the amount of \$463.04, which represents taxes on the dwelling only from October 31, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	<b>Complete</b>
421	<b>Grant request from the Seniors Take Action Coalition for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,400 /</b> that Council accept the recommendation from the Committee of the Whole to approve the Seniors Take Action Coalition grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 6,400.00, to be allocated as follows: \$480.00 from each District Fund and \$4000.00 from the Regional Funds, and FURTHERMOVE that staff explore options for in-kind contributions, such as photocopying and others as deemed appropriate and within MOCR policy.	09-23-2024	Director of Finance	Immediate	<b>Complete</b>
422	<b>Mapping for ESC and VFD's/</b> that the FPSC recommend to Council to support the investigation of the procurement of mapping using a 3rd party aside from EDPC to produce current mapping for Emergency Management and the VFD's.	09-23-2024	CAO/ESC	Immediate	<b>In Progress</b>
423	<b>Provincial road re-opening/maintenance/</b> that the FPSC recommend to Council to draft a letter to the province to have old provincial roads re-opened and maintained as a secondary means of travel for emergencies/evacuations and with the increase in MVC's and rerouting of traffic.	09-23-2024	Warden	Immediate	<b>Pending</b>
424	<b>Sub-division planning with EDPC/</b> that the FPSC recommend to Council to have staff investigate the planning of new areas have two lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning.	09-23-2024	CAO/ EDPC	Immediate	<b>In Progress</b>
425	<b>Previous decisions to remove West Bay Road VFD from meetings/</b> that the FPSC recommend to council to reverse the decision to remove West Bay Road VFD from the Committee as they cover a portion of the County.	09-23-2024	ESC	Immediate	<b>Complete</b>
426	<b>Strait Area Transit, Articles of Incorporation and By-Laws/</b> that Council approve the amendments to the Strait Area Transit Articles of Incorporation and By-Laws as presented.	09-23-2024	Municipal Council	Immediate	<b>Complete</b>
427	<b>Receipt of Donations Policy/</b> that Council refer the Receipt of Donations Policy to the By-Law/Policy Committee for further investigation and discussion.	09-23-2024	Municipal Clerk	Immediate	<b>In Progress</b>

428	<b>Taxi Liscence/</b> that Council approve the request for Willy's Taxi to operate a taxi in the Municipality of the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	<b>Complete</b>
429	<b>Taxis By-law/</b> that Council refer the Taxis By-Law to the By-Law/Policy Committee for review.	09-23-2024	Municipal Clerk	Immediate	<b>In Progress</b>
430	<b>Communications related to the municipal election /</b> that the Committee of the Whole recommend to Council to refer the Strategic Communications Plan to the By-law/Policy Committee for the purpose of incorporating communications related to the municipal election	11-25-2024	Municipal Clerk	Immediate	<b>In Progress</b>
431	<b>Good Neighbour Project proposal/</b> that the Committee of the Whole recommend to Council to refer the Good Neighbour Project proposal to staff for further investigation	11-25-2024	CAO	Immediate	<b>In Progress</b>
432	<b>Members of Council ABCC appointments/</b> that the Committee of the Whole recommend to Council to approve the Committee Matrix with the changes as discussed.	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
433	<b>Low Income Tax Exemption Program Policy/</b> that the Committee of the Whole recommend to Council to extend the deadline for applications to the Low Income Tax Exemption Program Policy to February 28, 2025, for this year only.	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
434	<b>Royal Canadian Legion Br. 150 grant request for the Type 1, Infrastructure Grant Funds in the amount of \$5,000./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Royal Canadian Legion Br. 150 for the Type 1 Infrastructure Grant Funds in the amount of \$5,000, pending the submission of their balance sheet; and FURTHER MOVE that the funds be allocated as follows: \$1,000 from District 1 Funds, \$1,000 from District 2 Funds, and \$3,000 from the Regional Funds.	11-25-2024	Department of Finance	Immediate	<b>In Progress</b>
435	<b>Acadiaville Community Centre Society grant request for the Type 2 Start-up Activity Grant Funds in the amount of \$500./</b> that the Committee of the Whole recommend to Council to approve the grant request from the Acadiaville Community Centre Society for the Type 2 Start-up Activity Grant Funds in the amount of \$500 and be allocated from the District 2 Funds.	11-25-2024	Department of Finance	Immediate	<b>In Progress</b>
436	<b>Isle Royale ATV Club's request for a letter of support/</b> that the Committee of the Whole recommend to Council to have the Warden prepare a non-monetary letter of support for the Isle Royale ATV Club regarding the Capelin Cove Wilderness Area as outlined in the request.	11-25-2024	Warden	Immediate	<b>Complete</b>
437	<b>Dr. Kingston Memorial Community Health Centre's request for letters of support/</b> that the Committee of the Whole recommend to Council to have the Warden prepare letters of support for the Dr. Kingston Memorial Community Health Centre for their application to the Community Foundation of Nova Scotia Visions Fund Grant and the Age-Friendly Communities Grant Program as outlined in the request.	11-25-2024	Warden	Immediate	<b>Complete</b>
438	<b>Contact information/</b> that the Committee of the Whole recommend to Council to have staff investigate the use of generic email addresses and landline phone numbers for members of Council.	11-25-2024	Technology Specialist	Immediate	<b>In Progress</b>
439	<b>New Code of Conduct/</b> that the By-Law/Policy Committee recommend to Council to adopt the new Code of Conduct for Elected Officials as mandated by the Province by the following resolution (see Nov 25/2024 Regular Council minutes)	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
440	<b>Second Reading Approval/</b> that council give second reading approval to the amendment to the West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County Land Use ByLaws (5 motions, see Nov 25, 2024 Regular Council Minutes)	11-25-2024	Municipal Clerk	Immediate	<b>Complete</b>
441	<b>Registered Mail/</b> that Council refer the matter of registered mail to Planning Advisory/Heritage Committee	11-25-2024	Municipal Clerk	Immediate	<b>In Progress</b>

442	<b>International Day of Persons with Disabilities</b> Proclamation/ that Council approve the proclamation to proclaim December 3 as International Day of Persons with Disabilities in the Municipality of the County of Richmond.	11-25-2024	Municipal Clerk	Immediate	<b>In Progress</b>
443	<b>Appointment of Investigator for the new Code of Conduct/</b> that Council appoint Noal Landry of EMM Law as the interim investigator for the complaint and investifation process under the Code of Conduct for Elected Officals of the Muniaplity of the County of Richmond.	11-25-2024	CAO	Immediate	<b>Complete</b>