



Committee of the Whole Meeting

Tuesday, June 10th, 2025

7:00 p.m.

Council Chambers

AGENDA

1. **Call to Order**
2. **Opening Acknowledgement**
3. **Items Added / Approval of Agenda**
4. **Review of Minutes**
 - a) May 13, 2025
5. **Presentations**
 - a) Rachael LeBlanc, Seniors' Safety & Social Inclusion Coordinator,
Dr. Kingston Memorial Community Health Centre – *Re: Senior Safety & Social Inclusion Program*
 - b) Hugh MacKay, Rural Communities Foundation of Nova Scotia – *Re: Rural Communities Foundation of Nova Scotia-Dave Gunning Zero Hunger Fund*
6. **New Business**
 - a) Temporary Borrowing Resolution – *Re: Loch Lomond Volunteer Fire Department (memo)*
 - b) Community Climate Capacity Cohort Grant Application 2025-2026 (*memo*)
 - c) Grant Applications
 - i. River Bourgeois Mariner Society – Re: Grant application for the Tier 1 Community Grant Funds in the amount of \$1,000
 - ii. Kitchen Rackets Organization/Celtic Colours Workshops – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$800
 - iii. Janvrin's Island Community Centre – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500
 - iv. Kitchen Rackets Organization/Summer Jam Sessions – Re: Tier 2 Community Grant Funds in the amount of \$800
 - v. St. Peter's–Grand River–Loch Lomond Pastoral Charge – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$5,980



7. **Warden – Re:**
 - a) Review of Warden’s Council Report
8. **Members of Council Items**
 - a) Councillor Amanda Mombourquette – *Re: Adding the new housing association to the list of nonprofits in By-law 56 (verbal)*
 - b) Deputy Warden Brent Sampson – *Re:*
 - i. *Involuntary Destruction Advocacy (verbal)*
 - ii. *Credit Freeze – (Memo)*
9. **CAO – Re:**
 - a) Administration Operations Report
10. **Community Acknowledgements**
11. **Correspondence**
 - a) Action Required
 - i. Amber Madden, Sponsorship Chair, Harbour Wars – *Re: Tom MacNeil Cancer Patient Care Fund sponsorship request*
 - ii. Clair Rankin, MOCR Citizen Appointee/Board Chair, Eastern Counties Regional Library – *Re: Advocacy for sustainable public library funding*
 - iii. Heather Brennan, Before and After Program Manager, Strait Regional Centre for Education – *Re: Request for Council support in identifying potential service providers for the Nova Scotia Before and After Program in Richmond County*
 - b) For Information Only
 - i. MOCR letter to Honourable Trevor Boudreau, Minister of Energy and MLA for Richmond – *Re: Accessing the Canada Housing Infrastructure Fund*
 - ii. MOCR letter to Mr. Jaime Battiste, Member of Parliament for Cape Breton-Antigonish – *Re: Concerns regarding cell service in Richmond County*
 - iii. Eastern Counties Regional Library Operational Accessibility Plan 2025-2026
 - iv. MOCR letter to Nova Scotia Power Corporate Office – *Re: Request to prioritize vegetation clearing in high-risk deer areas*



- v. MOCR letter to the Department of Public Works, Richmond/Inverness South Office – *Re: Request for early roadside clearing in response to deer overpopulation in Richmond County*
- vi. MOCR letter to Honourable Tory Rushton, Minister of Natural Resources – *Re: Request for adjustments to the 2025 fall hunt in response to overpopulation of deer in Richmond County*
- vii. Letter from David Dingwall, President, Cape Breton University – *Re: Presentation to Council on May 13, 2025*

12. Review of Cheques Issued - Re:

- a) May 2025

13. Review of Action Items

- a) Action Items

14. Items Added to the Agenda

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

(Not Restricted to Items on the Agenda)

16. Adjournment

Question Period Details

Phone in number – (902) 226-9885

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

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

No person speaking during Question Period shall:

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

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



Committee of the Whole Meeting

May 13, 2025

- 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 5:35 p.m.

It was the consensus of the Committee to add the agenda item "Personnel" to the in camera session.

In Camera Session

Moved Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that the meeting move to an in camera session at 5:39 p.m.

Motion carried.

a) Land/Legal

Councillor Shawn Samson declared a conflict of interest regarding the agenda item "personnel" and left the in-camera session at 5:49 p.m.

Councillor Amanda Mombourquette arrived at the meeting at 6:00 p.m.

b) Personnel

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that the meeting revert to regular session at 6:10 p.m., and FURTHER MOVE that the Committee break for recess from 6:10 p.m. - 7:00 p.m.

Motion carried.



Opening Acknowledgement

The Warden reconvened the “Regular” session at 7:00 p.m. and read the following acknowledgment:

We are proud to acknowledge that we are gathered today on Unama'ki, the Land of Fog, a part of Mi'kma'ki, 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.

Recommendation from In Camera Session

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to authorize the Revenue Manager to sell property AAN 07963912 at the June 6, 2025, tax sale as discussed in camera.

Motion carried.

Items Added to the Agenda (Approval of Agenda)

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the agenda be approved.

Motion carried.

Review of Minutes – April 8, 2025

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the minutes of the April 8, 2025, Committee of the Whole meeting be approved as presented.

Motion carried.

Presentations

- a) President David Dingwall and Vice-President of Development Sara Burke, Cape Breton University – *Re: Forever CBU*
President David Dingwall presented the *Forever CBU* presentation.
- b) Rachelle Samson, Economic Development Officer, MOCR and the Town of Port Hawkesbury – *Re: Cape Breton Regional Enterprise Network (CBREN) – Richmond County and Port Hawkesbury Q3 – Information and Activity Report*



Rachelle Samon presented the *CBREN – Richmond County and Port Hawkesbury Q3 – Information and Activity Report*.

New Business

a) Quit Claim Deed – Re: PID 75228973

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to approve the quit claim deed as presented.

Motion carried.

b) Property AAN 02920891 – Re: Tax Reduction Due to Fire

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to write off the taxes for property AAN 02920891 owned by Joyce MacMullen, which was completely destroyed by fire, in the amount of \$2,584.19, which represents taxes on the dwelling only from April 6, 2025, to March 31, 2026.

Motion carried.

c) Whiteside Church Preservation Society – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$3,000

Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to defer the grant application from the Whiteside Church Preservation Society until after the budget is passed.

Motion carried.

Warden, Re:

a) Review of Warden's Council Report

For information only.

Warden Lois Landry relinquished the Chair at 7:52 p.m. to Deputy Warden Brent Sampson in order to speak on the agenda items concerning the Deer Population in District Two, Cell Service, and the Pondville Beach Update.



b) Deer Population in District 2

Moved by Warden Lois Landry, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to send a letter to the Minister of Natural Resources urging the Department to make changes to the 2025 fall hunt that recognizes the impact to residents of the exploding population of deer, particularly does, in Richmond County.

Motion carried.

Moved by Warden Lois Landry, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to send letters to the Department of Public Works and Nova Scotia Power to request that roadside clearing be scheduled early in areas of Richmond County where wildlife strikes have increased in frequency.

Motion carried.

c) Cell Service

Moved by Warden Lois Landry, seconded by Councillor Amanda Mombourquette, that the Committee of the Whole recommend to Council to send a letter to our new Member of Parliament, Jaime Battiste, outlining residents' concerns about limited and deteriorating cell service across Richmond County.

Motion carried.

d) Pondville Beach Update

Moved by Warden Lois Landry, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to direct staff to explore the Municipality's options for a Letter of Authority between the Municipality and the Province for Pondville Beach and report their findings back to Council, upon completion of the work in the Pondville Beach Provincial Park Management Statement.

Motion carried.

Warden Lois Landry resumed the Chair at 8:08 p.m.



Members of Council Items:

- a) Councillor Amanda Mombourquette, Re: Extended Producer Responsibility
Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to direct staff to look into the change and what impact it might have on the municipality.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand, that the main motion be amended to include “and to communicate that to the Nova Scotia Federation of Municipalities (NSFM)”.

Motion carried.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the Committee of the Whole recommend to Council to direct staff to look into the change and what impact it might have on the municipality, and to communicate that to the Nova Scotia Federation of Municipalities (NSFM).

Motion carried.

- b) Deputy Warden Brent Sampson, Re: Request to refer the Purchasing and Tendering Policy to the By-Law/Policy Committee in Light of the Current Fiscal Climate

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that the Committee of the Whole recommend to Council to refer the Purchasing and Tendering Policy to the By-Law/Policy Committee.

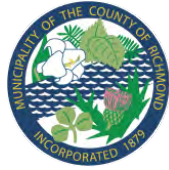
Motion carried.

CAO, Re:

- a) Administration Operations Report
For information only.

Community Acknowledgements

For information only.



Correspondence

a) Action Required

- i. Letter from Robert Theriault regarding concerns of the high deer population.
This letter was acknowledged in the Deer Population District 2 memo.

b) For Information Only

- i. Letter from Honourable Michelle Thompson, Minister of Health and Wellness –
Re: CT Scanner at the Strait Richmond Hospital
- ii. Letter from Honourable Kim Masland, Minister of Emergency Management –
Re: Fire Services Review
- iii. Letter from Honourable John Lohr, Minister of Municipal Affairs – *Re: Refilling of the Beautification and Streetscaping Program (BSP) and the Community Works Program (CWP)*
- iv. Letter from Honourable John Lohr, Minister of Municipal Affairs – *Re: Fire Records Management System*
- v. Letter of support from MOCR to the Senior Take Action Coalition (STAC) – *Re: The Dr. Strang Community Health Champion Award nomination*
- vi. Letter of support from MOCR to the Strait Richmond Health Care Foundation –
Re: CT scanner fundraising initiative
- vii. Letter from MOCR to Honourable Colton Leblanc, Minister of Growth and Development – *Re: Joint management of Point Tupper Industrial Park and inclusion in Atlantic Port Assessment*
- viii. Letter from MOCR to Honourable Trevor Boudreau, Minister of the Department of Energy – *Re: Support for the proposed solar energy projects within our region*
- ix. *Letter from MOCR to Honourable Tim Houston, Premier of Nova Scotia – Re: Concern regarding the increased Non-Resident Deed Transfer Tax*
- x. Email from Lisa Pavelak, Compliance and Enforcement Coordinator, NS Accessibility Directorate, Department of Justice – *Re: Confirmation of Compliance under the Accessibility Act*



Unfinished Business

- a) Action item 260 – *Re: Scan of Municipal and Village-Led Housing Developments Across Nova Scotia*

For information only.

- b) Action item 519 – *Re: The Spike Fund Program*

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the Committee of the Whole recommend to Council to refer the Spike Fund Program to the By-Law/Policy Committee.

Motion carried.

Review of Cheques Issued Re:

- a) April 2025

For information only.

Review of Action Items

- a) Action Items

For information only.

15 Minute Question Period - (902) 226-9885

There were no questions.

Adjournment

There being no further business, the Chair adjourned the meeting at 8:33 p.m.

Municipal Clerk

Chairperson

Senior Safety & Social Inclusion Program Richmond County

By: Rachael LeBlanc

Our Program highlights food insecurity, inclusive social opportunities, information sharing, as well as general navigation.

- Housing Support
- In-Home Support
- Heating Rebates
- Food Insecurity
- Transportation

- Social Isolation
- Government & Community Programs
- Home Warming Programs
- General Information

Food security

Statistics Canada released the results of an income survey in 2022, showing the poverty rate in Nova Scotia was 13.1%, the highest rate in Canada. The results highlighted senior poverty as being the highest in Canada at 10.4%. This situation has only worsened with the rising costs of living.

From May 2024 to date, we have sent out 1,860+ homemade meals/ food parcels through our various food programs for people in our communities.

Food should not be a luxury.



Food Programs

Hearts to Homes: 20 participants for 24 weeks

Cooking lessons at the Adult Drop-In in St. Peter's 8 weeks (30 meals per week)

Helping Hands (Pilot): 10 participants for 10 weeks

Helping Hands: 30 participants for 36 weeks. (ongoing until August 2025)

A partnership with River Roots Market Garden Society allowed us to provide a free “dining-in experiences” with Adult Drop-In, Hearts of Isle Madame, Louisdale Community Homes Association and Isle Madame Small Options Society: 10 participants for 5 sessions.





"The portion sizes were really great, I got two meals out of one. It helps to stretch it out during the week."

-Participant

"This summer has been so hot. We both look forward to the meals so we don't have to cook, it has been such a welcome treat."

-Participant

"They are waiting at the door in anticipation of the meals. I am barely in the door and they are taking it out of my hand. And if they didn't like it, trust me, I would hear about it!"

-Volunteer

What are some barriers to accessing nutritious food?

“Choosing to pay bills over buying food”

“Cost to buy”

“Not sure what to buy”

“Financial issues, no land on which to grow vegetables or raise animals”.

“Not wanting to ask for help”

“Cost and accessibility of transportation”

Cafe Reminisce (Memory Cafe)

The Landmark Study #1 release by the Alzheimer Society in 2022, projected rates of Dementia increasing by 187% by 2050 in Canada. In Nova Scotia, it projected cases of Dementia would increase by 87%.

In that same study, 45% of caregivers expressed they experienced distress and burnout.

Memory Cafes are for anyone with memory challenges or other cognitive impairments and their caregivers.

It gives people a sense of belonging, purpose and community.



"No one can do everything, but everyone can do something, and together we can change the world"
-Ronald J. Sider

"I like everything about today and every day we come here. I always look forward to coming. It is fun to be here with everyone."

"It's therapeutic and encourages community building."

"After my diagnosis, I began to lose the me I knew. I am still trying to find where I belong. Memory Cafe makes me feel good about myself each time I attend. It makes me feel good to be a part of this."

-Cafe Reminisce Participants

Presentations/ Information Sessions

- Falls Prevention
- Identity Theft & Fraud Prevention
- Emergency Preparedness
- Dementia topics
- Various topics on mental health
- Estate Planning
- Victim Services





Thank you!

Rural Communities Foundation of Nova Scotia Dave Gunning Zero Hunger



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

Hugh MacKay
Rural Communities Foundation of Nova Scotia
rcfofns.com



Agenda

- Who we are
- What we do
- Dave Gunning Zero Hunger Fund
- Ask for Consideration
- Q&A



Who we are

- A community foundation supporting rural Nova Scotia, through convening, fund development and granting.
- We have a proven track record, with more than 20 years of developing and delivering grant programs.
- We are a federally registered charity, accountable to community members, donors & grantees.
- We are a member of the Community Foundations of Canada and the Nova Scotia Not-for-Profit Coalition.

What we do

- We support community-based local improvement initiatives in rural Nova Scotia.
- We convene local people to find local solutions to problems and challenges.
- We fundraise to provide grants to rural community organizations.
- We provide tax receipts for donations.
- We administer trust funds on behalf of individuals and organizations.

What we do

Some of our current projects:

- **Ukrainian Nova Scotia Resettlement Fund**
- **Joan Feynman Climate Change Fund**
- **Rural Nova Scotia Pride Fund**
- **Community Impact Conferences**

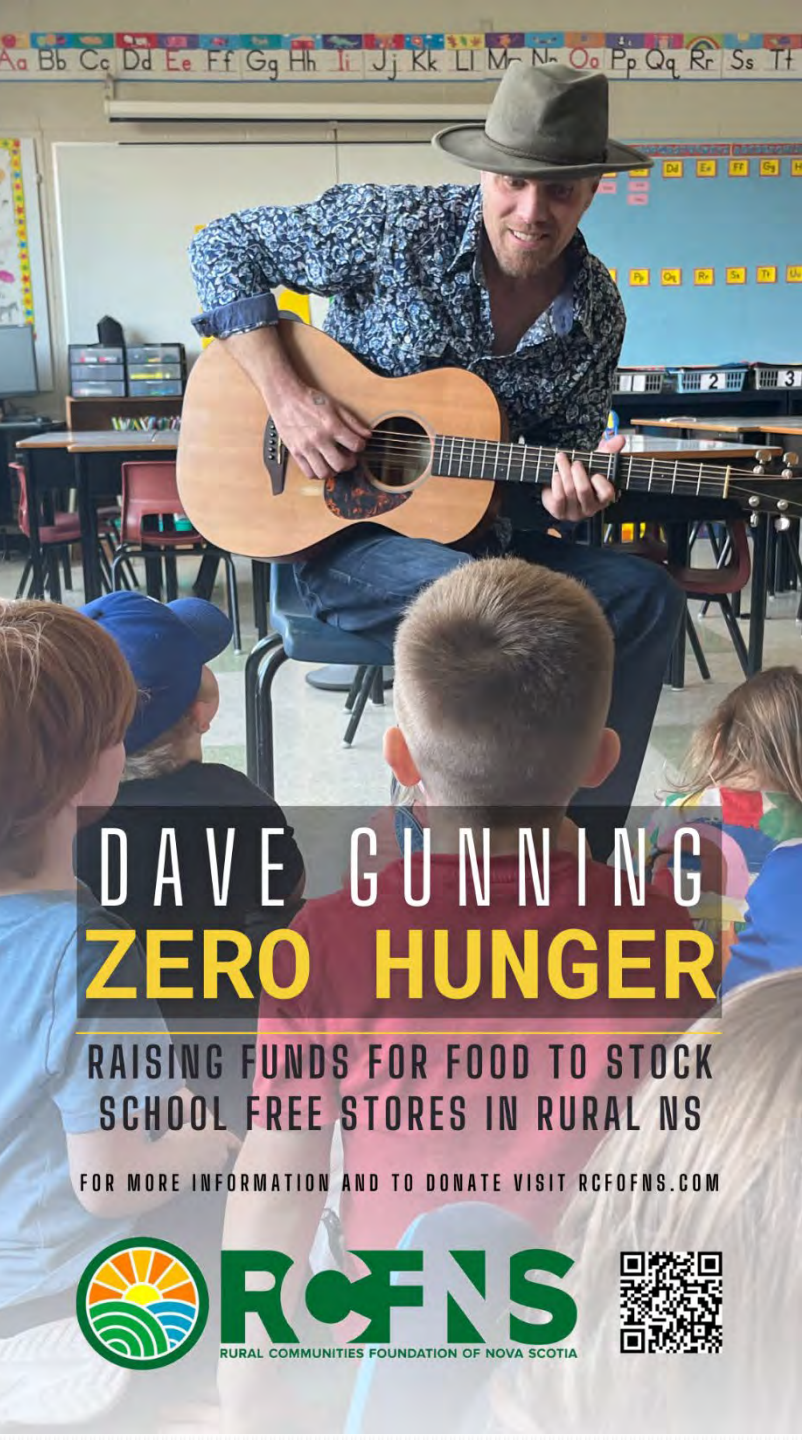


What we do

Some of our current projects:

- Ukrainian Nova Scotia Resettlement Fund
- Joan Feynman Climate Change Fund
- Housing For Health
- Soaring Eagle Fine Arts Grants
- Community Impact Conferences
- **Dave Gunning Zero Hunger Fund**





DAVE GUNNING ZERO HUNGER

RAISING FUNDS FOR FOOD TO STOCK
SCHOOL FREE STORES IN RURAL NS

FOR MORE INFORMATION AND TO DONATE VISIT [RCFOFNS.COM](https://rcfofns.com)



<https://rcfofns.com/dave-gunning-zero-hunger>

Dave Gunning Zero Hunger Fund

- Acclaimed Nova Scotia musician Dave Gunning has teamed up with RCFNS to launch the Dave Gunning Zero Hunger Fund.
- The campaign is aimed at supporting 'Free Stores' in rural Nova Scotia schools.
- Free Stores provide food for students to take home for their families who are struggling to provide adequate nutrition.

Dave Gunning Zero Hunger Fund

In December 2024 we distributed
\$100,000 in grants to 26 Free Stores
in schools across Nova Scotia.

Dave Gunning Zero Hunger Fund

- Our 2025 goal is to raise \$200,000 to provide grants of a greater number of rural Nova Scotia schools.
- We have already raised 20% of the 2025 goal through public and corporate donations.
- We have applied for Community Grants from NS municipalities.
- Funds raised from community grants will be distributed to local schools.

Dave Gunning Zero Hunger Fund

Our ask:

- Provide individual and corporate awareness and support for the campaign
- <https://rcfofns.com/dave-gunning-zero-hunger>



Dave Gunning Zero Hunger Fund

Our ask:

- Provide individual and corporate awareness and support for the campaign
- <https://rcfofns.com/dave-gunning-zero-hunger>
- Consider us for a Community Grant



Dave Gunning Zero Hunger Fund

**Thank you
for your time and consideration!**

QUESTIONS?

<https://rcfofns.com/>





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

Director of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY, DOF

DATE: June 2, 2025

RE: Temporary Borrowing Resolution (TBR) for Loch Lomond Volunteer Fire Department

Dear CAO,

Please allow this to serve as a request from Loch Lomond Volunteer Fire Department for Council to approve that the Municipality enter into a loan agreement with our lending institution in the amount of \$73, 564 for the purpose of purchasing a 2021 Ford Super Duty F-350 SRW XLT.

I have attached a copy of the temporary borrowing resolution which needs to be signed by the Clerk once approved by Council and sent to the Minister of Municipal Affairs for signature prior to proceeding with the loan. I have also included a copy of the quotations for the capital purchase.

If you require any further information do not hesitate to contact me.

Best Regards,

KJ.

Kathleen Jeffrey
Director of Finance



The Driving Force Inc.
 Paramount Truck Sales
 Burlington (5450945)
 4315 N Service Road
 Burlington, ON
 L7L 4X7

Visit www.paramountrucks.com
 P: (905) 291-3776
 F:
 Toll Free: 1-800-936-9353

BILL OF SALE

April 09, 2025

Conditions on back form part of this contract

Purchaser

LOCH LOMOND VOLUNTEER FIRE DEPT.

ADDRESS

3349 LOCH LOMOND ROAD, LOCH LOMOND, Nova Scotia, B2E 1C2

WORK PHONE

EMAIL

Your privacy is important to us. Our privacy policy can be viewed at www.paramountrucks.com.
 If you would like a written copy please contact our privacy officer at 780-930-7002.

Terms of Settlement

Deal **105921**

Total Sales Price	\$82,800.00
Admin Fee	\$0.00
Taxable Subtotal	\$82,800.00
HST ON 13% R102214632	\$10,764.00
Vehicle Sale Total	\$93,564.00

Vehicle Being Sold

UNIT #	DESCRIPTION	COLOR	VIN	KMS	FACTORY IN SERVICE	ACTUAL DELIVERY DATE
203549	2021 Ford Super Duty F-350 SRW XLT		1FT8W3B67MEC00595	67886		4/30/2025

Balance Due

\$93,564.00

I hereby offer to purchase from The Driving Force Inc., the following motor vehicle and all optional equipment and accessories on the terms and conditions herein set forth, including the conditions on the back hereof.

PURCHASER INITIALS

x

PROTECTION INITIALS

x

WARRANTY INITIALS

x

The purchaser understands that this agreement does not become binding on the parties hereto until accepted and executed by a duly authorized official of The Driving Force Inc. and provided all monies due are paid in full. Deposits, partial payments and down payments are non-refundable. The purchaser acknowledges having read the conditions and warranties and stipulations contained herein, including those set out on the reverse side hereof, and agrees that all such conditions and warranties form part of, and are included in this agreement. If the purchaser is an individual, the purchaser consents to any public body disclosing personal information about the purchaser in connection with the sale, purchase or financing of the vehicle.

This order is not binding unless accepted by an authorized official of The Driving Force Inc.

Delivery Date: Wednesday, April 30, 2025

Purchaser Signature

LOCH LOMOND VOLUNTEER FIRE DEPT.

The Driving Force Inc. - Signatures

Mario DiMonte - Sales and Leasing Manager - Founder,
 Paramount Trucks
 Reg #

Zenon Mamatyga - Sales and Leasing Consultant
 Reg #

2146173

PROTECTION PACKAGE

Offered Accepted Refused

EXTENDED WARRANTY CONTRACT

Offered Accepted Refused

**QUOTE

Used Vehicle Disclosures

	YES	NO
# 1 PREVIOUS RENTAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 2 PREVIOUS U.S.A. VEHICLE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IF YES STATE		
# 3 PREVIOUS OUT OF PROVINCE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IF YES PROVINCE		
# 4 STRUCTURAL DAMAGE/ALTERATIONS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 5 PREVIOUS DAMAGE \$3000 ⁰⁰ OR MORE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 6 THEFT RECOVERY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 7 FIRE OR WATER DAMAGE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 8 PREVIOUS PLOW OR 6TH WHEEL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 9 PREVIOUS POLICE/TAXI/LIMO	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 10 ANY BODY PANELS PAINTED	<input type="checkbox"/>	<input checked="" type="checkbox"/>
# 11 OTHER DISCLOSURES AS KNOWN BY DEALERS	<input type="checkbox"/>	<input checked="" type="checkbox"/>

2021 FORD F350



CAD **CAD \$85,800**

Machine Location: [8800 Yonge Street Richmond Hill, Ontario, Canada L4C 6Z5](#)

Seller Information

Paramount Truck Sales

Contact: Sales

Phone: +1 888-996-3043

Richmond Hill, Ontario, Canada L4C 6Z5

+1 888-996-3043

Video Chat



[Hide Thumbnails](#)

Description

6.2 L V8 GAS ENGINE, AUTO TRANS, 4X4 XLT TRIM PKG, POWER WINDOWS & LOCKS WITH KEY LESS ENTRY, TILT STEERING WITH CRUISE CONTROL, POWER & HEATED MIRRORS, POWER DRIVERS SEAT, ALUMINUM WHEELS, AM/FM STEREO WITH BLUETOOTH, BIG SCREEN & BACK UP CAMERA, 40/20/40 CLOTH SEATING, RUNNING BOARDS, TRAILER TOW PKG WITH BRAKE CONTROLLER, NEW KNAPHEIDE SERVICE / UTILITY BODY, FACTORY WARRANTY AND MORE. HAS 51,180 KMS. & STK 171062 HAS 45,851 KMS. 2 IN STOCK. PREVIOUS RENTAL. LEASE TO OWN OR FINANCE AVAILABLE. CALL TODAY

Specifications

Year	2021	Manufacturer	FORD
Model	F350	Mileage	51,180 km
VIN	1FT8W9D04MEC00107	Condition	Used

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Maximum towing capacity 14,000 pounds. See dealer for details.

COUNCIL OF THE

THE MUNICIPALITY OF THE COUNTY OF RICHMOND

FIRE DEPARTMENT GUARANTEE RESOLUTION

Amount : \$ 73,564

Fire Department : LOCH LOMOND VOLUNTEER FIRE DEPARTMENT

Purpose : PURCHASE OF A 2021 FORD SUPER DUTY F-350 SRW XLT

WHEREAS the LOCH LOMOND VOLUNTEER FIRE DEPARTMENT is a registered fire department with the THE MUNICIPALITY OF THE COUNTY OF RICHMOND;

WHEREAS the LOCH LOMOND VOLUNTEER FIRE DEPARTMENT is incorporated by the Societies Act;

WHEREAS the LOCH LOMOND VOLUNTEER FIRE DEPARTMENT has determined to borrow the aggregate principal amount of SEVENTY THREE THOUSAND FIVE HUNDRED AND SIXTY FOUR Dollars (\$ 73,564) for the purpose of PURCHASE OF A 2021 FORD SUPER DUTY F-350 SRW XLT by special resolution on the ____ day of _____, 2025, as per Section 10 (d) of the Societies Act;

WHEREAS the LOCH LOMOND VOLUNTEER FIRE DEPARTMENT has requested the THE MUNICIPALITY OF THE COUNTY OF RICHMOND; to guarantee the said borrowing;

WHEREAS Section 294(6) of the Municipal Government Act provides that a municipality may grant or lend money to, or guarantee a loan for, a registered fire department for operating or capital purposes; and

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

BE IT THEREFORE RESOLVED

THAT the Council of the THE MUNICIPALITY OF THE COUNTY OF RICHMOND does hereby approve the borrowing by the LOCH LOMOND VOLUNTEER FIRE DEPARTMENT of SEVENTY THREE THOUSAND FIVE HUNDRED AND SIXTY FOUR Dollars (\$ 73,564) for the purpose set out above;

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

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

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the THE MUNICIPALITY OF THE COUNTY OF RICHMOND held on the 10 day of JUNE, 2025.

GIVEN under the hands of the Clerk under the seal of the Municipality this 10 day of _____, 2025.

Clerk

BRIEFING NOTE

Municipality of the County of Richmond

Community Climate Capacity

04 June 2025

PURPOSE

The purpose of this briefing note is to provide the Municipal Council with information to possibly support the Municipality being included in the Coastal Cohort for 2025 under the Community Climate Capacity Program through the Clean Foundation of Nova Scotia

BACKGROUND

The Community Climate Capacity Program (CCC) launched in May 2024 with a pilot group of 19 Nova Scotian communities. The program is expanding to include six to 10 coastal municipalities in Nova Scotia, supporting their climate and sustainability measures by helping to identify their climate challenges and implement adaptation and mitigation actions. The coastal municipalities will be supported until March 31, 2028.

Clean's CCC Program, funded by the Nova Scotia Department of Environment and Climate Change, provides successful applicant communities with access to a dedicated staff to support their local climate and sustainability initiatives. Through the CCC Program, Clean helps empower communities to increase their capacity and community resilience to take on climate challenges.

The CCC Coastal Cohort will bring together 6–10 coastal communities across Nova Scotia to work collectively on climate action over the next three years, with dedicated Navigator support, access to a network of municipal peers, and tailored advice from Clean Foundation staff and partners.

Program objectives

The CCC Program was established to provide staff resources, technical expertise and capacity to address climate change to communities across Nova Scotia. These resources will be provided for three years (until March 31, 2028) at no direct cost to communities.

The CCC Program is intended to support coastal municipalities at various stages of their climate change work, including those interested in developing an action plan and those seeking support to accelerate the implementation of an existing plan.

Community Navigators will be assigned to work directly with the selected participants over the duration of the program. They will support participants in submitting funding applications,

developing specific climate change and coastal action plans, connecting with experts at Clean and in their communities and implementing climate action measures.

SUMMARY

Staff became aware of openings in the Program in late May. We applied through an EOI (Expression of Interest) by the June 4th Deadline and were successful in this and were invited to complete a full application.

One piece required for the full application, is a motion of Council supporting this work and commitment to the three years of working with the other municipalities and assigning a staff resource to work with the Climate Navigator. (5-10hrs per month)

In our case this will be Martin Thomsen, as he is our lead with other Climate and Energy files with Clean Foundation.

i.e., our Clean Fuels Domestic Hydrogen Project, for which he is the lead for our Municipality.

FINANCIAL IMPLICATIONS

Nil

(subsequent submissions during the project will require funds from the municipality, but will go to Council for approval at the appropriate time as required. These can range from \$1000.00 to \$20,000.00 based on the scale of the project. As we are early in our process – our projects are expected to be minimal and more in-line with \$1000.00- \$5000.00 range or less. We have control, with the support of our Navigator, over the projects and work we undertake.)

ACTION REQUIRED

Requesting a motion of Council to approve Staff to apply via the full application to be part of the 2025 Coastal Cohort for the Community Climate Capacity Program.

This requires: A liaison staff resource for 5-10 hrs / month

Submission of not less than 3 applications for funding opportunities during the duration of the three year project. Examples of funding opportunities could include the Federation of Canadian Municipalities' Green Municipal Fund, Low Carbon Communities Program, the Sustainable Communities Challenge Fund, etc.

Staff, leadership and/or elected officials will participate in the annual Community Climate Capacity Partner Summit for knowledge sharing, collaboration and discussion with all participating communities.

Option 1:

Council to approve the application.

Option 2:

Council can decline to take part.

Relevant Motions or Background Information

Action items 400 and 504 both speak to a need for climate change adaptation/preparedness

Attachments:

CCC Application Guide



Community Climate Capacity Program

Applicant guide

2025 Coastal Municipalities

Administered by



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Background information

About Clean Foundation

Clean Foundation is a climate change, program delivery non-profit. Since we began in Nova Scotia in 1988, we've been bringing specialized teams together to work on complex problems, delivering clean projects and programming for communities.

We support the fair transition to a cleaner economy. To achieve this, we work collaboratively with our many partners to:

- reduce energy poverty;
- promote social equity and support historically marginalized communities;
- develop the clean economy workforce;
- protect the natural environment; and,
- educate and promote action on climate change.

Clean works in the ancestral and unceded territories of the Mi'kmaq and Wolastoqiyik.

Community Climate Capacity Program

The Community Climate Capacity Program (CCC) launched in May 2024 with a pilot group of 19 Nova Scotian communities. The program is expanding to include six to 10 coastal municipalities in Nova Scotia, supporting their climate and sustainability measures by helping to identify their climate challenges and implement adaptation and mitigation actions. The coastal municipalities will be supported until March 31, 2028.

Clean's CCC Program, funded by the Nova Scotia Department of Environment and Climate Change, provides successful applicant communities with access to a dedicated staff to support their local climate and sustainability initiatives. Through the CCC Program, Clean helps empower communities to increase their capacity and community resilience to take on climate challenges.

Program objectives

The CCC Program was established to provide staff resources, technical expertise and capacity to address climate change to communities across Nova Scotia. These resources will be provided for three years (until March 31, 2028) at no direct cost to communities.

The CCC Program is intended to support coastal municipalities at various stages of their climate change work, including those interested in developing an action plan and those seeking support to accelerate the implementation of an existing plan.

Community Navigators will be assigned to work directly with the selected participants over the duration of the program. They will support participants in submitting funding applications, developing specific climate change and coastal action plans, connecting with experts at Clean and in their communities and implementing climate action measures.

Eligibility

To be eligible for the program, organizations/communities must be operating and/or located in Nova Scotia. The following groups are eligible to apply for the program:

- Coastal municipalities* (Including municipal corporations or entities with a coastal focus for participation)

*Coastal municipalities include any Nova Scotian municipality whose boundaries intersect with projected worst-case flooding in the year 2100. See the [Coastal Hazard Map](#) to verify whether you meet this criteria, or reach out to ccc@cleanfoundation.ca.

Collaboration, partnerships and regional approaches between communities, organizations and sectors are encouraged. Collaboration with organizations of Mi'kmaq peoples, African Nova Scotians, racialized groups, immigrants, Acadians, individuals living on low incomes, individuals living with disabilities, older adults, youth, 2SLGBTQ+ and women are encouraged.

Participant expectations

- Assign a staff liaison to work with the Community Navigator. The staff liaison is the main contact point for the Community Navigator when working in your community. They will be responsible for facilitating the development of local relationships, providing data and connecting the Community Navigator to important community assets.
- The time commitment is approximately five to 10 hours a month depending on the community's program objectives. The work of the staff liaison may include regular check-ins with the Community Navigator, attending meetings or corresponding with colleagues to connect the Community Navigator to community resources. Involvement in committees and meetings alongside the Community Navigator can also be counted towards this total.
- Facilitate regular meetings with the Municipal Chief Administrative Officer (CAO) and/or Council Members for the Community Navigator to ensure timely progress on objectives.
- A minimum of one staff person from the municipality is required to actively participate in monthly community of practice meetings, workshops and/or capacity building sessions.
- The municipality will support the submission of a minimum of three to five funding applications over the duration of the three-year program. Examples of funding opportunities could include the Federation of Canadian Municipalities' Green Municipal Fund, Low Carbon Communities Program, the Sustainable Communities Challenge Fund, etc.
- Staff, leadership and/or elected officials will participate in the annual Community Climate Capacity Partner Summit for knowledge sharing, collaboration and discussion with all participating communities.

Reporting

Successful applicants will be required to report annually on their program participation and provide quarterly updates to the CCC team.

Application process

General application information

All applications must be submitted online unless an accommodation is requested. If you have any questions about the application process or the program, or if you need to request an accommodation, contact the CCC team at ccc@cleanfoundation.ca. The CCC team may contact applicants to request additional information about an application to ensure applications are complete and/or to request further relevant detail and to connect well-aligned communities.

Applications will be open to communities of all sizes at different stages of climate work and co-applications are encouraged. Applicants will have to demonstrate how they will provide support to the Community Navigator to ensure the timely completion of program objectives as discussed with your assigned Community Navigator if successful in the application. Required supports include access to a generic organizational email (for example, climate@townofutopia.ca), access to Director's meeting or equivalent and ability to present at council meetings, as needed.

Other forms of support include:

- committee membership for the Community Navigator
- office space
- data, reports, and file access
- financial/capital contributions for funding applications
- introductions to other staff

Applicants will be asked to describe where they are in their climate plans and identify their priorities around climate change work. If a community does not have an up-to-date climate plan, the most recent climate plan should be provided as part of this application. The applicant is strongly encouraged to include plan development in their year-one objectives if there is no existing climate plan or if the plan is outdated with no implementation progress. If the community has other documents including asset management plans, municipal land use plans, policies, by-laws (for community organizations only, not municipal by-laws) or strategic plans that describe climate priorities, goals and project implementation, they can append those documents as part of this application.

The application is an opportunity for Clean to better understand your objectives for program participation. Please provide detailed information on your goals, barriers, current capabilities, community needs and commitment to active participation.

Expression of Interest and full application process

The application process is as follows:

1. Submit the Expression of Interest. This will require:
 - applicant information (municipality legal name and contact information)
 - capacity and needs information (e.g.: climate priorities, potential barriers and resources)
2. Overview of program goals and expectations of participation Expressions of Interest are screened by Clean staff to ensure that basic eligibility and application requirements are met.

After Clean’s review of the Expression of Interest, the full application link will be sent to applicants by email.

3. At any point in your application process, we encourage you to arrange a meeting to speak with Clean staff to discuss your application. During our conversation with you, Clean will:
 - learn about your climate needs, goals, barriers and capacity; and,
 - respond to your questions and provide additional program context and information.

Please email ccc@cleanfoundation.ca to request a meeting with Clean.

The full application features four sections:

- A. Background
- B. Priorities, focus, objectives and commitment
- C. Skillsets, management and funding
- D. Reporting and knowledge sharing

The applicant guide provides additional information and context for each question. You are encouraged to use this as a guide to help formulate complete responses.

Suggested word count

Suggested word counts are provided in questions requiring short to medium length responses. These word counts are intended to be guidelines for how much information is required in the response. They also ensure that application review is manageable and reasonable. The word counts are not meant to be prohibitive. Applicants will not be scored down for exceeding the word count by a small margin.

Example program pathways for municipalities

The CCC Program is intended to support communities at various stages of climate change work. Below are two example communities and their possible pathways for program participation.

Pathway 1:

Community A, a small coastal community with fewer than 5,000 residents, lacks climate specific staff and a dedicated committee to address climate issues. Recent extreme weather events have damaged their infrastructure and homes, prompting ongoing repairs. Despite limited resources, the community is focused on adapting to reduce future weather impacts.

The community proposes that a Community Navigator with Clean's CCC Program would support them in developing a climate plan with reasonably actionable goals to a) minimize future storm damage; b) improve emergency preparedness; and c) ensure citizens are educated about the importance of environmental sustainability (reducing electrical use, using active transportation, carpooling etc.).

They propose adding to their environmental data and developing a climate plan in year one. Based on findings of this report, they plan to allocate municipal resources and apply for funding to address their highest climate risks in year two. This funding will be used to implement adaptive and mitigating measures. Projects will continue into year three with the support of the Community Navigator. Year three will see the community apply for funding to increase their climate capacity in the longer term by hiring at least one climate staff. The community will pass a Council resolution stating the importance of climate work, using their recent success as an example. A climate committee will be formed to support and direct the long-term Community Navigator. They can partner with several local citizens' groups and environmental charities to improve the reach and effectiveness of their ongoing work.

Pathway 2:

Community B, a larger coastal municipality, has had a climate team in place for several years. The team consists primarily of volunteers, and two Councillors. Despite the committee's work to integrate climate responsibility into the work of the municipality, movement on climate and sustainability issues is slow. Without a dedicated staff member to manage the climate initiatives and follow through on daily tasks, projects are often abandoned before completion. The Councillors on the climate committee would like to hire a full-time climate staff member but the budget does not allow for it this year.

In their application to Clean's CCC Program, the municipality proposes a three-year plan to develop public and Council support for paid climate staff moving forward. Year one will focus on creating a community climate plan and partnering with Clean and other environmental organizations to increase resident participation in energy efficiency programs. In year two, they propose implementing infrastructure improvements with funding obtained via the Community Navigator that could lower the costs for the municipality. In year three, they propose creating and releasing a report detailing the successes of their involvement in the CCC Program.

The report will be presented to Council and shared with residents, detailing a list of infrastructure improvements, successful funding applications, and highlighting opportunities for public climate education. External funding for a full-time climate staff member will be applied for in year three.

Applicant guide: Question by question

Applicant checklist

- ✓ **Application document**
Successful Expression of Interest applicants will receive the full application document by email. It should be filled out accurately and completely.
- ✓ **Confirmation of organizational commitment to program participation**
A letter is required from the Chief Administrative Officer (CAO) or Mayor of your municipality that states official commitment to Clean's CCC Program.
- ✓ **Official letter(s) of partnership**
If you are officially co-applying with another municipality/organization/community on this application, please provide a letter(s) of partnership signed by their board, Executive Director (ED), CAO, Mayor, Chief or another person in a position of leadership. A template is provided to support the drafting of official letter(s) of partnership.
- ✓ **Letter(s) of community support**
Please attach any additional letter(s) of community support from allied organizations and/or communities to the application. These letter(s) can help demonstrate community support and interest.
- ✓ **Letter(s) of First Nation support**
Please attach any additional letter(s) of community support from a First Nation signed by the board, ED, CAO, Chief or another person in a position of leadership. The letter should state the First Nation's support of the planned program work and specify any ways in which they have demonstrated their support, if applicable (e.g.: in kind contributions and financial contributions).
- ✓ **Strategic documents, plans or policies that speak to your commitment to community climate plan work and any other documents that support the adjudication of your application.**
Include any additional documents that you believe will strengthen your application or provide more context on your climate commitment. This might include climate plans, asset management reporting, Council resolutions and others.
- ✓ **File name**
Save your application file as a Microsoft Word document named
"CCC_App_YourOrganization'sName." For example, "CCC_App_TownOfUtopia."

Save your supplemental application files as PDFs named "OrganizationName_DocumentName."
For example, "TownOfUtopia_LetterOfCommunitySupport,"
"TownOfUtopia_LetterOfPartnership," and "TownOfUtopia_ClimatePlan."

Section A: Background

Section A1: Applicant information

A1a. Municipality contact information

- *Organization legal name* – Enter full legal name of your municipality as applicable.
- *Mailing address* – Enter the street name and number, including any apartment or unit number.
- *City* – Enter relevant city within the municipality.
- *Province/territory* – This program is funded by the Nova Scotia Department of Environment and Climate Change and is only open to Nova Scotian municipalities at this time.
- *Postal code* – Enter your postal code. Do not include any spaces.
- *Phone number* – Enter the main phone number for the organization in the format (xxx) xxx-xxxx.

A1b. Primary/Lead applicant contact information

- *The primary/lead applicant* is a representative who is empowered to make decisions on behalf of the municipality related to their involvement in the CCC Program. They may or may not be directly involved with the implementation of the CCC Program in the event of a successful application. They will be responsible for ensuring that the community meets its obligations under the contract.
- *First name* – Enter the legal given name of the primary/lead applicant.
- *Last name* – Enter the legal surname of the primary/lead applicant.
- *Job title* – Enter the professional title of the primary/lead applicant. If no title exists, this space can be left blank.
- *Email* – Enter the primary email for use in contacting the primary/lead applicant.
- *Phone number* – Enter the primary phone number including extension (if applicable) for the primary/lead applicant. Use the format (xxx) xxx-xxxx ext. xxx.
- *Alternate phone number (optional)* – Enter an alternate number for the primary/lead applicant if applicable. Use the format (xxx) xxx-xxxx ext. xxx.

A1c. Secondary applicant contact information

- *The secondary applicant* will be copied on any CCC related correspondence. This person does not require signing authority and may report to the primary/lead applicant or be involved in climate work in your community.
- *First name* – Enter the legal given name of the secondary applicant.
- *Last name* – Enter the legal surname of the secondary applicant.
- *Job title* – Enter the professional title of the secondary applicant. If no title exists, this space can be left blank.
- *Email* – Enter the primary email for use in contacting the secondary applicant.
- *Phone number* – Enter the primary phone number including extension (if applicable) for the secondary applicant. Use the format (xxx) xxx-xxxx ext. xxx.
- *Alternate phone number (optional)* – Enter an alternate number for the secondary applicant if applicable. Use the format (xxx) xxx-xxxx ext. xxx.

A1d. Staff liaison

- The *staff liaison* is the main contact point for the Community Navigator when working in your community.
- The *staff liaison* will be responsible for facilitating the development of local relationships, providing data and connecting the Community Navigator to important community assets. Use the drop-down menu to indicate which applicant will act as the staff liaison for the Community Navigator in the event of a successful application.

Section A2. Co-applicants

This section collects information about your co-applicants. Do not include allies who are not directly involved in the planned CCC Program work or who have not committed to working on the program work in the future.

Additional letter(s) of support from organizations/communities who are not co-applicants or directly involved with the work can also be submitted along with your application. These letter(s) do not have to adhere to the provided template.

A2a. Co-applicant(s) declaration

Do you have co-applicants who will support the program work? If you do not have confirmed program partners, select 'no' and then skip to question A2e.

Indicate 'yes,' if you have already established agreements with co-applicants to co-apply or to collaborate on work or goals under the CCC Program. Indicate 'no,' if you have not yet confirmed co-applicants or if you intend to continue with a solo application. If you have no confirmed partners to disclose, skip to section A2e.

A2b. Co-applicant(s) identification

List all official co-applicants. This includes organizations that are part of the application.

Use the chart provided to provide information about confirmed partner(s).

- *Name of co-applicant organization* – Indicate the official name of the organization you are partnering with.
- *Organization type* – Indicate whether the co-applicant organization is a Nova Scotia municipal entity, Indigenous community, municipally owned corporation, regional enterprise network, non-profit or 'other' organization/community type. If 'other,' please provide a label for the partnering organization (e.g.: school, neighborhood association, etc.).
- *Contact person (name and job title)* – Provide the legal first and last name of the contact person for your partnering organization as well as their official title, if applicable.
- *Email* – Provide an email via which the partnering contact can be contacted.

A2c. Co-applicant roles and responsibilities

Describe the role of each co-applicant and explain their participation in the program work.

Briefly describe the roles of co-applicant organizations in relation to your potential participation in the CCC Program. Include information about the support they will provide (expertise, capital, human resources, physical space, connection to community, etc.).

A2d. Official co-applicant(s)

If applicable, attach letter(s) of partnership from co-applicants listed in A2b with your email submission of the application.

Official letter(s) of partnership – co-applicant organizations/communities should use the template provided to describe and define their level of support for your application and the CCC work that will be done if you are successful in your application. Partners should use official letterhead if possible and letters should be signed by someone with organizational signing authority.

A2e. Collaboration

If there are no program co-applicants, please provide a response explaining why and whether there are plans to engage potential partners through your involvement in the CCC Program. Clean recognizes that collaboration may not be possible at the time of application submission or given your geographic location.

Use this space to discuss your decision to apply without established collaborators, providing reasoning to support your decision. If you intend to collaborate with other co-applicants but have not solidified inter-organizational relationships at the time of the application, please note that here.

Section B: Priorities, focus, objectives and commitment

Section B1. Applicant priorities and motivation

B1a. Summary

Provide a summary of your interest in and motivation to participate in the CCC Program. Share information on your current level of readiness, commitment to supporting a Community Navigator and the sustainability of your goals and objectives.

Summarize your interest in the program, the needs the program will address, information about your current level of readiness and climate action, your capacity to support a Community Navigator with navigating local issues and the sustainability of your goals and objectives. Include information about any climate action you have undertaken in the past and any actions you would like to prioritize in the future. This could include the development and/or implementation of a climate plan, climate and sustainability funding applications (whether successful or not), participation in other Clean programs, infrastructure upgrades and other initiatives.

Section B2. Program focus and objectives

B2a. Program focus

Describe the focus areas for your participation in the CCC Program.

Briefly summarize your aspirations for participation in the CCC Program. Include information about your intended work over the next three years and your goal for program outcomes, should you be successful in your application.

B2b. Program objectives

Describe high-level objectives for the project, year by year.

This section aims to give Clean an understanding of the general scope and projected path for the project. These objectives provide a useful benchmark through the project; however, Clean understands that climate change work can evolve over the course of a project. The priority is gaining an understanding of the kind of work you would like to undertake with the help of a Community Navigator. Upon acceptance into the program, Clean and the successful applicant organization will work together to build more detailed objectives.

Section B3. Commitment to local climate action

Please describe your community's needs relating to climate change, and the barriers that exist to you addressing these needs. Needs might include access to climate expertise, grant writing, policy development or community expertise. Barriers might include, but are not limited to, limited financial, technical, and human resources, limited local information (mapping and modelling, climate impact studies, etc.) and lack of jurisdictional clarity or communication. Please note, these lists are not exhaustive and you may have other needs or barriers.

B3a. Climate-related needs

Describe the community's climate-related needs.

B3b. Barriers to climate action

Describe the barriers that hinder your community's efforts to address climate-related needs.

B3c. Climate plan

Have you prepared a climate plan? If so, provide a link to the document here or upload a copy to the application.

If you have a current climate plan or have published a climate plan in the past, please provide a copy along with your application. Applicants can provide their climate plan via an online link pasted into the textbox of this question, or via an attachment sent to ccc@cleanfoundation.ca along with their completed application.

If you do not have a formal climate plan, please attach any climate policies or elements of climate action that are integrated into your strategic plan to your application.

B3d. Community engagement

Have you conducted community engagement around local climate change?

If you have done any engagement with the public to learn more about their priorities, perceived risks, and concerns around climate or climate work indicate 'yes.' Otherwise indicate 'no.'

B3e. Level of engagement

If 'yes,' describe what you've learned from your engagement activity(ies) and how your community participated in the engagement.

If you answered 'yes' in B3d., provide additional information about the type of public engagement you have undertaken. Include information on whether the engagement was in-person or online, when it took place, who attended and what you learned from the outreach. Please include relevant attachments in your email submission or links to reports, as applicable.

Section C: Skillsets, management and funding

Section C1. Existing skills, capacity and barriers

The existing skills, resources and expertise within your organization or across your partner organizations to support program implementation and the Community Navigator.

C1a. Skillset, resources and expertise

What organizational skills and resources would be available to support the Community Navigator and the successful planning and implementation of program work?

Strengths and skills might include experience in successful applications for funding (especially climate and sustainability-related funds), participation in and familiarity with Clean programs, skilled infrastructure management, knowledgeable public works and maintenance staff, well-developed teamwork skills, positive relationships with surrounding communities or climate-related NGOs. This list is not exhaustive.

C1b. Gaps or barriers

Describe gaps/barriers in your organization’s competencies and capacity to lead climate action work.

Describe capacity gaps that could be addressed to advance your climate work during and after participation in the CCC Program. Applicant capacity limitations will not be scored negatively. Identified gaps addressed via a Community Navigator will be scored favourably.

Section C2. Management

C2a. CCC implementation

How will you ensure the work is supported? Describe your commitment to implementation and the timely completion of work during the program term.

For Community Navigators to be able to effectively support communities, they must be integrated into the organization. Required supports include access to a generic organizational email (for example, climate@townofutopia.ca), access to Director’s meeting or equivalent, and access to a Councillor or presentation at a council meeting. Supports that may be relevant but are not required include office space available to the Community Navigator for on-site visits, climate committees, financial/capital contributions for funding applications and/or access to supportive leadership. This list is not exhaustive.

C2b. Current role of staff liaison

Describe the current work of the staff liaison and why they have been selected to support the Community Navigator. Identify which department the Community Navigator’s work will be affiliated with, if applicable.

If you have identified a potential staff liaison, provide some information about why that person was chosen for the role and what skills they can employ to support the Community Navigator’s work.

If your municipality has departments or teams, indicate which department or team the Community Navigator will work closely with. Clean recognizes that the staff liaison role may not be assigned yet and may be subject to change. If you have not yet identified a potential staff liaison, please indicate why not and what skills you believe will be most useful in the role.

C2c. Climate support

Describe existing climate supports in the organization.

List any relevant committees, working groups or organizational teams that will support the Community Navigator. If there is no existing committee or staff level climate champion, describe what structures you plan to put in place prior to the start of this program.

C2d. Climate integration

How do you see the Community Navigator’s work being integrated into the broader organization?

Clean aims to ensure that climate work is not siloed, and the work of the Community Navigator is interdepartmental, integrating climate and sustainability into daily operations, planning and budgeting, etc. Examples of structures that may support the Community Navigator’s work include check-ins or reports to senior management, integration with staff teams, council reporting, climate and asset management or sustainability committees. This list is not exhaustive.

C2e. Support for climate action post-program

How do you intend to support program work following the completion of the CCC Program?

Over a three-year period, a Community Navigator will work with successful applicants to plan and implement climate initiatives to benefit the municipality. One of the goals of the Community Climate Capacity Program is to develop local capacity to carry out climate work. Given your current capacity, please indicate how your municipality intends to continue climate work at the conclusion of the program. Describe how will you use the program to build capacity for local climate work.

Section C3. Funding

C3a. Operational or capital funds

The Community Navigator will work to complete funding applications to support local climate work. Is your organization willing and able to commit operating or capital funding to support project implementation, including matching contributions on funding applications?

Many funding bodies require that applicants contribute operating or capital funds to funded projects. Please indicate whether you can contribute additional funding during the program.

C3b. Estimation of contributions

If you intend on allocating operating or capital funds during the program, indicate an estimated annual amount.

Please estimate the funding your municipality could contribute to the CCC Program—this is for planning purposes only and not a financial commitment.

Section D: Reporting and knowledge sharing

Section D1. Reporting

D1a. Confirmation of participation in quarterly reports

Do you acknowledge the Community Navigator will be required to report quarterly to Clean on the progress of work, and do you agree to support the Community Navigator in this task for the duration of their time with your organization?

The Community Navigator will be responsible for filing quarterly and annual reports to Clean for inclusion in provincial reporting documents. Using the drop-down menu, indicate whether your municipality is willing and able to support the completion of those reports via information sharing, drafting updates from your leadership or the staff liaison, and ensuring that those reports are seen by senior leadership, elected officials or board representatives.

Section D2. Knowledge sharing

D2a. Annual partner summit

Is your organization committed to participating in the annual CCC partner summit?

To build capacity for climate work across the province, Clean will host a partner summit annually. The goal of the summit is to share learnings and foster relationships between program participants and communities across Nova Scotia. The summit will be open to all organizations and communities who submit an Expression of Interest.

D2b. Communication of program work

How will the work of the CCC Program be communicated across your municipality and with interested parties (both internal and external)?

The CCC work should be shared with the Council, Board and leadership and be disseminated throughout staff and client populations. Describe communication strategies or measures your organization will employ to build understanding and awareness of the Community Navigator's work both internally to staff within your organization and externally to interested parties. This can include social media posts, community events, lunch and learns, Council presentations, etc.

D2c. Community of practice

Who from your organization will participate in the community of practice (CoP)? What do you hope to learn through CoP participation?

A CoP exists to support shared learning for all CCC participant communities. Indicate who from your organization will participate in this group. Provide background on your learning objectives for CoP participation. Demonstrate a willingness to contribute and share information with the CoP.

D2d. Capacity improvement

How will your organization's capacity improve through CCC participation? How will you support shared learning within your community and with the other CCC communities?

This is a final opportunity to share how your organization/community's capacity will improve through CCC participation. Describe how your internal capacity to action this work will be beneficial to your organization/community. Demonstrate your commitment to the sustainability of this work and the objectives of your organization/community's participation.

Signing authority declaration

Under this section, applicants are asked to print the name of the signing authority to acknowledge the application has the approval for submission. This is in lieu of a formal signature but carries the same acceptance of application approval. The name and contact details of the signing authority will be used for the program participation contract, should your community's application be successful.

Confirmation of organizational commitment to program participation is required. A template has been provided for this letter and should be signed by the signing authority. The letter can include a signature from the Board of Directors or elected officials, if applicable.



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: June 02, 2025

RE: Tier 1 – Community Grant

Dear CAO,

Attached is a grant application from the River Bourgeois Mariner Society for the Luck of the Draw Run. They are requesting Tier 1 Community Grant Funds in the amount of \$1000. The application appears complete and is ready to be addressed by Council.

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

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

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

Appendix B - Community Grant Tier 1 Application Form

Maximum Request: \$1,000

Name of the Organization:		River Bourgeois Mariner Society	
Applicant Name and Title of Representative		Sherry Baccardax, Treasurer/Sec.	
Civic Address:	166 Northside Road, River Bourgeois, NS B0E 2X0		
Contact Number:	[REDACTED]	Email:	[REDACTED]
Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization	
		<input checked="" type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		RJS 3228955 or 800129157RR0001	
<p><i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. Please note that the Municipality will pay the approved grant funds to the host organization.</i></p>			
Host Contact Information			
Host Organization:			
Applicant Name and Title of Representative:			
Civic Address:			
Contact Number:		Email:	
Host Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:			
Sum Requested: \$		\$1,000.00	
Purpose of Funding Request: (Use additional pages if required.)			
<p>Applying for \$1,000 to assist with the 16th Annual Boat "Luck of the Draw" Run to be held Saturday, August 30, 2025. This is our main fundraiser of the year. During this event poker hands are sold to boaters and people off the street who wish to support our community docks. Funds will be used towards event advertising, supplies, portable toilets (rented for the season) and dock installation/removal.</p>			
Required Attachments	<input checked="" type="checkbox"/> Registry of Joint Stocks file number (include a list of directors), Charitable Organization number or proof of organizational status		

Please forward your applications to grants@richmondcounty.ca



Government
of Canada

Gouvernement
du Canada

[Home](#) › [Canada Revenue Agency](#) › [Charities and Giving](#) › [Search](#)

› [T3010 Registered Charity Information Return](#)

T3010 Registered Charity Information Return

Section B - Directors/Trustees and Like Officials

Name:

River Bourgeois Mariner Society

BN/Registration

number:

800129157 RR 0001

Fiscal period:

January 01, 2024 to December 31, 2024

Total number of directors/trustees and like officials: **13**

Registered charities that notice problems with their online information should go to [How to amend the return](#).

Director/trustee and like official # 1

Full name: **David J. Sampson**

Term Start date: **2020-07-30**

Term End date:

Position: **Director**

At Arms Length with other Directors? **Yes**

Director/trustee and like official # 2

Full name: **Carl P. Grimes**

Term Start date: **2008-04-22**

Term End date:

Position: **Chairperson**

At Arms Length with other Directors? **Yes**

Director/trustee and like official # 3

Full name: **Sherry J Baccardax**

Term Start date: **2018-08-02**

Term End date:

Position: **Secretary/Treasurer**

At Arms Length with other Directors? **No**

Director/trustee and like official # 4

Full name: **Kenneth P Baccardax**

Term Start date: **2009-02-09**

Term End date:

Position: **Vice Chairperson**

At Arms Length with other Directors? **No**

Director/trustee and like official # 5

Full name: **Harold P. Landry**

Term Start date: **2008-04-22**

Term End date: **2024-08-22**

Position: **Director**

At Arms Length with other Directors? **No**

Director/trustee and like official # 6

Full name: **Clifford D Landry**

Term Start date: **2014-01-01**

Term End date:

Position: **Director**

At Arms Length with other Directors? **Yes**

Director/trustee and like official # 7

Full name: **Brian R Aitken**

Term Start date: **2014-01-01**

Term End date:

Position: **Director**

At Arms Length with other Directors? **Yes**

Director/trustee and like official # 8

Full name: **Melvin A Touesnard**

Term Start date: **2008-04-22**

Term End date:

Position: **Director**

At Arms Length with other Directors? **No**

Director/trustee and like official # 9

Full name: **Denise M Touesnard**

Term Start date: **2008-04-22**

Term End date: **2024-08-22**

Position: **Director**

At Arms Length with other Directors? **No**

Director/trustee and like official # 10

Full name: **George J Landry**

Term Start date: **2011-03-25**

Term End date:

Position: **Director**

At Arms Length with other Directors? **Yes**

Director/trustee and like official # 11

Full name: **Charles P Martell**

Term Start date: **2017-04-06**

Term End date:

Position: **Director**

At Arms Length with other Directors? **Yes**

Director/trustee and like official # 12

Full name: **Georgie A Landry**

Term Start date: **2017-04-06**

Term End date: **2024-08-22**

Position: **Director**

At Arms Length with other Directors? **No**

Director/trustee and like official # 13

Full name: **Matthew R Touesnard**

Term Start date: **2024-11-28**

Term End date:

Position: **Director**

At Arms Length with other Directors? **No**

[Return to previous page](#)

[New search](#)

Related links

[Contact the Charities Directorate](#)

[How to amend the return](#)

Screen ID: CRA-HACC-T1235

Version: 2024-05-24

River Bourgeois Mariner Society
Balance Sheet As at 31/12/2024

ASSET

Current Assets

ECCU Equity Shares 00007	5.00	
ECCU Surplus Equity Share 00...	0.30	
ECCU Chequing Account 6517...	938.40	
ECCU High Interest Saving Acc...	21,830.23	
Total Cash		22,773.93
Accounts Receivable	1,098.02	
Total Receivable		1,098.02
Prepaid Expenses		740.50
Total Current Assets		24,612.45

Capital Assets

Wharf & Docks	44,772.00	
Accum. Amort. -Wharf & Docks	-39,964.64	
Net - Wharf & Docks		4,807.36
Ramp & Parking Lot	10,510.00	
Accum. Amort. -Ramp & Parking	-9,381.50	
Net -Ramp & Parking		1,128.50
Building	9,242.70	
Accum. Amort. -Building	-3,097.85	
Net - Building		6,144.85
Land		4,500.00
Total Capital Assets		16,580.71

TOTAL ASSET 41,193.16

LIABILITY

TOTAL LIABILITY 0.00

EQUITY

Owners Equity		
Retained Earnings - Previous Year	47,415.39	
Current Earnings	-6,222.23	
Total Owners Equity	<u>41,193.16</u>	

TOTAL EQUITY 41,193.16

LIABILITIES AND EQUITY 41,193.16

River Bourgeois Mariner Society
Income Statement 01/01/2024 to 31/12/2024

REVENUE

Sales Revenue

50/50 Ticket Sales		573.00
Other Tickets Sales		600.00
Poker Run/Luck of Draw Canteen		424.30
Poker Run Hand/Luck of Draw S...		3,840.00
Seasonal Docking Revenue	1,914.00	
Weekly & Overnight Revenue	581.25	
Total Docking Revenue		<u>2,495.25</u>
Net Sales		<u>7,932.55</u>

Other Revenue

Government Funding/Grants		13,000.00
Interest/Divident Revenue		280.34
Membership Revenue		230.00
Gift Card Donations	105.00	
Poker Run/Luck of Draw Donati...	3,275.00	
General Donations	10.00	
Memorial Donations	885.00	
Total Donations		<u>4,275.00</u>
Total Other Revenue		<u>17,785.34</u>

TOTAL REVENUE 25,717.89

EXPENSE

General & Administrative Expe...

Business Fees & Licenses		31.15
Amortization Expense		1,740.01
Insurance		2,013.50
Office Supplies		519.10
Wharf & Dock Tools		17.83
Donation Expense to Other Chari...		50.00
Internet		494.77
Poker Run/Luck of Draw Expenses		117.61
PokerRun/Luck Draw Canteen E...		282.95
Rent		250.00
Repair & Maintenance		721.37
Wharf Building Improvements		380.00
Wharf & Dock Improvements		22,107.24
Wharf & Docks Installation/Remo...		1,121.08
Septic Services		1,015.88
Travel & Entertainment		106.96
Utilities (Power, etc)		424.73
Gifts, Appreciation Dinner, Etc.		545.94
Total General & Admin. Expen...		<u>31,940.12</u>

TOTAL EXPENSE 31,940.12

NET INCOME -6,222.23



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: June 02, 2025

RE: Tier 2 – Community Grant

Dear CAO,

Attached is a grant application from the Kitchen Rackets Organization for Celtic Colours Workshops. They are requesting Tier 2 Community Grant Funds in the amount of \$800. The application appears complete and is ready to be addressed by Council.

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

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

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



Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Name of the Organization:		KitchenRackets Organization	
Applicant Name and Title of Representative		Greg Silver, Corporate Secretary	
Civic Address:	10101 Grenville St., St. Peter's, NS B0E3B0		
Contact Number:	[REDACTED]	Email:	greg@kitchenrackets.org
Form of Organization:	<input checked="" type="checkbox"/> Not-for-Profit Organization		
	<input type="checkbox"/> Charitable Organization		
Registry of Joint Stocks file number or Charitable Organization number:		3316215	
<i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. Please note that the Municipality will pay the approved grant funds to the host organization.</i>			
Host Contact Information			
Host Organization:			
Applicant Name and Title of Representative:			
Civic Address:			
Contact Number:		Email:	
Host Form of Organization:	<input type="checkbox"/> Not-for-Profit Organization		
	<input type="checkbox"/> Charitable Organization		
Host's Registry of Joint Stocks file number or Charitable Organization number:			
Sum Requested:	\$800		
Purpose of Funding Request: (Use additional pages if required.)			
<p>Funding Request – Celtic Colours Workshops & Jam Sessions by KitchenRackets</p> <p>KitchenRackets is requesting municipal funding support to assist with the operation and promotion of a special series of daytime music workshops and public jam sessions during the 2025 Celtic Colours International Festival. This programming is designed to attract off-island visitors to Richmond County, encouraging extended stays and increased local spending throughout the festival week.</p> <p>Our schedule includes five days of daytime events from Monday, October 13 to Friday, October 17, all hosted at the Bonnie Brae Seniors Club in St. Peter's:</p> <p>Malinea Jam Sessions will be held on Monday, Tuesday, and Friday—timed to complement official Celtic Colours evening concerts in nearby communities (d'Escousse, Lower River, and St. Peter's).</p> <p>Music Workshops will take place on Wednesday and Thursday, featuring four 1-hour sessions each day. These workshops will be led by experienced Cape Breton musicians who are also performing at Celtic Colours.</p> <p>We anticipate drawing over 100 participants to the jam sessions, and have capacity to welcome up to 80 students across the two days of workshops.</p> <p>This programming builds on our ongoing work to support traditional music and community engagement in Richmond County, and we respectfully request funding to help us deliver these events successfully.</p>			

Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Project Budget				Please see our separate attachment with project budget.			
Cost of the Project				Financing the Project			
Capital Cost				Stakeholder Equity:			
Land:				Stakeholder Loan:			
Land Improvements:				Funding Agency			
Materials:				Provincial:			
Labour Costs:				Federal:			
Other Capital Costs:				MOCR (County):			
Other - Specify:				Other – Specify:			
Other – Specify:				Other – Specify:			
Total:				Total:			
Required Attachments							
<input type="checkbox"/> Registry of Joint Stocks file number (include list of directors), Charitable Organization number or proof of organizational status							
<input type="checkbox"/> Proof of ownership/lease/authorization to facility Venue is owned by Bonnie Brae Seniors Club, we are a tenant for this event.							
<input type="checkbox"/> Balance Sheet (sample attached)							
<input type="checkbox"/> Income Statement for the previous fiscal year (sample attached)							

Applicants must provide source of Funds for Stakeholder Equity and Stakeholder Loan.

Please forward your applications to grants@richmondcounty.ca

KitchenRackets Jams and Workshops at Celtic Colours 2025

Description	Budgetted	Unit cost	# units
Lead Instructors, travelling	\$1,200.00	\$300.00	4
Ass't Instructors, local	\$400.00	\$200.00	2
Venue rental	\$375.00	\$75.00	5
FB Advertising	\$150.00		
Radio Advertising	\$200.00		
On site signage	\$120.00		
Posters	\$120.00		
Jam hosts	\$225.00	\$25.00	9
Projected total expense	\$2,790.00		

Estimated revenue

Workshop tuitions	\$600.00	25	24
Donation jar at jams	\$390.00		
* F&E grant (DCBA)	\$1,000.00		
* Richmond County grant	\$800.00		
Projected total revenue	\$2,790.00		

Projected Profit/Loss	\$0.00
------------------------------	---------------

*We are in the application process for both of these grants.
No approvals have been received yet.

**KitchenRackets Organization
Financial Statements**

Year ending January 31.25

Revenue & Expenses

Category	Expense	Revenue	Surplus
Admin	\$453.78	0	
Jams 24 - marketing	\$1,072.19	0	
Jams 24 - artists	\$1,181.95	0	
Jams 24 grants		\$2,000.00	
Jams 24 donations		\$375.49	
Jams 23 grants (received late)*		\$1,200.00	
Total Revenue & Expenses	\$2,707.92	\$3,575.49	\$867.57

**Note: allowing for late receipt of 2023 grant in this year, the actual surplus is \$1,200 lower representing a loss of \$332.43 on the year's activities.*

Balance Sheet

Assets

Credit Union Account balance	\$13,580.00
Credit Union Equity/Surplus Shares	5.30
Total Assets	13,585.30

Liabilities

None	0.00
------	------

Members' Equity

Credit Union Account at startup of year	\$12,712.43
Credit Union Equity/Surplus Shares	\$5.30
Surplus for year	867.57
Total Equity	13,585.30

Signed:



Dawn Silver, Treasurer



Greg Silver, Corporate Secretary

April 30, 2025

Date

April 30, 2025

Date

KITCHENRACKETS ORGANIZATION

[Profile](#) [Relationships](#) [Events \(8\)](#)

Reg. Number

3316215

Reg. Name

KITCHENRACKETS ORGANIZATION

Type

Society

Status

Active

Effective Date

06-Apr-2018

Registered on

06-Mar-2018

Next Annual Return

31-Mar-2026

Addresses

Reg. Address

10101 GRENVILLE STREET, ST. PETER'S, NOVA SCOTIA, B0E 3B0, CANADA

Mailing Address

PO BOX 178, ST. PETER'S, NOVA SCOTIA, B0E 3B0, CANADA

DIRECTORS

INDICATE ANY CHANGES (NO P.O. BOX)

ANNIE MACDONNELL

[REDACTED]

CHARLES MACDONALD

[REDACTED]

DANIEL LEBLANC

[REDACTED]

DANIELLE SAMPSON

[REDACTED]

DAWN SILVER

[REDACTED]

EDWARD MADDEN

[REDACTED]

GREGORY SILVER

[REDACTED]

JASON SMITH

[REDACTED]

PAUL DAVIS

[REDACTED]

ROSS FERGUSON

[REDACTED]

SHANNA BURKE

[REDACTED]

VINCE BURKE

[REDACTED]

OFFICERS

INDICATE ANY CHANGES (NO P.O. BOX)

JASON SMITH

[REDACTED]
Office Held: Vice-president

GREGORY SILVER

[REDACTED]
Office Held: SECRETARY

DAWN SILVER

[REDACTED]
Office Held: TREASURER

ADDITIONAL DIRECTORS/OFFICERS

Name and Civic Address:

Director Officer

Office Held:

Name and Civic Address:

Director Officer

Office Held:

Name and Civic Address:

Director Officer

Office Held:

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

Director/Officer

GREGORY SILVER
(Print Name)

Gregory P. Silver
(Signature)

11/3/2025
(Day/Month/Year)



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: June 02, 2025

RE: Tier 2 – Community Grant

Dear CAO,

Attached is a grant application from the Janvrin's Island Community Centre. They are requesting Tier 2 Community Grant Funds in the amount of \$7500.00. The application appears complete and is ready to be addressed by Council.

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

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

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

Appendix C – Community Grant Tier 2 Application Form
Maximum Request: \$7,500.00

Name of the Organization:		Janvrin's Island Community Centre	
Applicant Name and Title of Representative		Gloria Hill, Treasurer	
Civic Address:	1442 Janvrin Harbour Road, West Arichat		
Contact Number:	[REDACTED]	Email:	[REDACTED]
Form of Organization:		<input checked="" type="checkbox"/> Not-for-Profit Organization	
Community Hall		<input type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		1274586	
<i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. Please note that the Municipality will pay the approved grant funds to the host organization.</i>			
Host Contact Information			
Host Organization:			
Applicant Name and Title of Representative:			
Civic Address:			
Contact Number:		Email:	
Host Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:			
Sum Requested:		\$7500.00	
Purpose of Funding Request: (Use additional pages if required.)			
To replace shingle roof of Janvrin's Island Hall			

Appendix C – Community Grant Tier 2 Application Form
Maximum Request: \$7,500.00

Project Budget			
Cost of the Project		Financing the Project	
Capital Cost		Stakeholder Equity:	5781.00
Land:		Stakeholder Loan:	
Land Improvements:		Funding Agency	
Materials:	6000.00	Provincial:	
Labour Costs:	5650.00	Federal:	
Other Capital Costs:		MOCR (County):	7500.00
Other - Specify: HST	1631.00	Other – Specify:	
Other – Specify:		Other – Specify:	
Total:	13281.00	Total:	13281.00
Required Attachments			
<input type="checkbox"/> Registry of Joint Stocks file number (include list of directors), Charitable Organization number or proof of organizational status			
<input type="checkbox"/> Proof of ownership/lease/authorization to facility			
<input type="checkbox"/> Balance Sheet (sample attached)			
<input type="checkbox"/> Income Statement for the previous fiscal year (sample attached)			

Applicants must provide source of Funds for Stakeholder Equity and Stakeholder Loan.

Please forward your applications to grants@richmondcounty.ca

JANVRINS ISLAND COMMUNITY CENTRE

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(34\)](#)

Reg. Number

1274586

Reg. Name

JANVRINS ISLAND COMMUNITY CENTRE

Type

Society

Status

Active

Effective Date

01-May-2019

Registered on

08-Feb-1979

Next Annual Return

28-Feb-2026

Addresses

Reg. Address

1796 JANVRIN HARBOUR RD, WEST ARICHAT, NOVA SCOTIA, B0E 3J0, CANADA

Mailing Address

1796 JANVRIN HARBOUR RD, WEST ARICHAT, NOVA SCOTIA, B0E 3J0, CANADA

JANVRINS ISLAND COMMUNITY CENTRE

Profile Previous Names Relationships Events (34)

Name	Relationship	Effective From
WES MARTIN	Director	30-Jan-2023
MADISON GIONET	Director	30-Jan-2023
GLORIA HILL	Director	30-Jan-2023
ASHLEY LAVANDIER	Director	29-Jan-2024
GLORIA HILL	Officer(Treasurer)	27-Apr-2017

JANVRINS ISLAND COMMUNITY CENTRE

[Profile](#) [Previous Names](#) [Relationships](#) [Events \(34\)](#)

Name	Relationship	Effective From
WES MARTIN	Officer(Vice-president)	30-Jan-2023
MADISON GIONET	Officer(President)	30-Jan-2023
ASHLEY LAVANDIER	Officer(Secretary)	29-Jan-2024
GLORIA HILL [REDACTED]	Recognized Agent	27-Apr-2017



Janvrin's Island
Community Center
1442 Janvrin Harbour Road
RR#1 West Arichat,
Nova Scotia, B0E 3J0

President: Madison Gionet

Vice-President: Wes Martin

Secretary: Ashley Lavandier

Treasurer: Gloria Hill

*"Proud to work together to make
our community stronger"*

May 19, 2025

Danielle Martell
Community Development & Special Projects Officer
Municipality of the County of Richmond
2357 HWY 206, Arichat, NS B0E 1A0

Dear Danielle

Please consider this letter as proof of ownership. The Janvrin's Island Community Hall is managed by the executive duly elected at a public meeting held annually; this year it was held on February 2.

The executive has signing authority with the Credit Union, to sign on legal documents, etc.

Please let me know if you have any questions.

Regards, Gloria

Gloria Hill
Treasurer
Janvrin's Island Community Centre

Statement of Income and Expenditures for
 Janvrin's Island Community Centre
 For year ending Dec. 31, 2024

REVENUE

REVENUE	TOTAL
Canteen Revenue	-
Dart Revenue + canteen	-
Community Breakfast /Supper	660.00
Dance / Variety Show / Bingo	1,313.10
Fundraising - Ticket Sales	14,399.00
Hall Rental	200.00
Other (Telile Bingo)	-
Other (County / WADVCS)	900.00
Other (grant rev /plow contract)	54,296.38
interest earned, misc revenue	56,000.00
TOTAL REVENUE	127,768.48

EXPENSES

EXPENSES	
Canteen/Bar Expenses	-
Bingo/Fundraising Expenses	2,179.00
Furnace Oil - Sullivan's Fuels	1,396.50
Electricity - NS Power	1,675.07
lawn mowing/snow removal	770.00
Building Maintenance	937.57
Infrastructure/Blgd Supplies	55,082.49
Insurance	2,654.00
Govt. Regist. fees/licenses	-
Holiday party/events	945.84
Student Bursary	-
Canada Post Mail-Outs	24.51
Other (propane, web site, bank fee)	7.00
Grant Expense, Misc., transfer	52,046.55
TOTAL EXPENSES	117,718.53
SURPLUS OR (DEFECIT)	10,049.95

Director:

 Signature

Madison Gionet - President

Director:

 Signature

Gloria Hill - Treasurer

Statement of Income and Expenditures for
Janvrin's Island Community Centre
For year ending Dec. 31, 2024

ASSETS

Current Assets

Cash - Chequing	19,027.54
Cash - Savings	-
Accounts Receivable	-
Prepaid Expenses	-

Capital/Fixed Assets

Equipment	2,910.60
Land / Building	81,100.00
Other Assets	-

TOTAL ASSETS 103,038.14

LIABILITIES

Current Liabilities

Amounts Payable	-
Taxes Payable	-

Long Term Debt

TOTAL LIABILITIES -

EQUITY

Retained Earnings	92,988.19
Current Earnings	10,049.95

TOTAL EQUITY **103,038.14**

TOTAL LIABILITIES & EQUITY 103,038.14

Director:

Signature
Madison Gionet - President

Director:

Signature
Gloria Hill - Treasurer

KMFM Solutions

Solutions for today's business

QUOTE

Date, May 25, 2025

255 Slate Drive
Hammonds Plains, NS, B4B 1Z2
902-817-5614
Kellykat.marchand@gmail.com
GST/HST #71995 7417 RT001

Janvrin's Island Hall
1442 Janvrin Harbour Road
Richmond County
Nova Scotia,
B0E 3J0

Description	Amount
1) Replacement of asphalt shingles for section of roofs, 37 x 28, 26 x 14, 18 x 9.5, 9.5 x 8.5, tar where required around chimney, install new 6x6 PVC junction box for solar panels, and new flange sink. Materials	\$5650.00
<ul style="list-style-type: none">• IKO Cambridge architectural shingle• IKO Ice and Water shield on leading edge• IKO Leading Edge Starter shingle• IKO Stormtite membrane• 3" white aluminum starter strip• Cobra ridge vent• IKO Hip and Ridge shingles• Asphalt shingle tar• New flange for sewer pipe• New 6x6 PVC JB	
2) Garbage removal, trucking and disposal fee and Richmond County Solid Waste Management facility	\$350.00
3) All labour for removal and re installs of asphalt shingles and associated work.	\$5650.00
Subtotal	\$11,650.00
HST	\$1631.00

Total

\$13,281.00

Please be advised that the quote does not include any repair of rot materials or labour and materials to repair.

If successful contractor, payment schedule will be discussed at award of contract.

If successful contractor, we will require access to washroom facilities on site. We will keep these washrooms clean at all times.

I presently have \$2-5 million of CGL insurance and I can provide a copy upon request.

I presently have a certified H&S professional working on all my projects and utilize all H&S equipment.

No requirement to have NSWCB as I have less than 3 employees.

Thank you for the opportunity to quote the work

If you have any questions, please let me know.

Kelly Marchand

902-817-5614

If you have any questions concerning this invoice, contact Kelly Marchand at 902-817-5614.

THANK YOU FOR YOUR BUSINESS!

HARBOURVIEW CONSTRUCTION LTD.
206 PORT ROYAL ROAD,
WEST ARICHAT, RICH. CO., NS
B0E 3J0 HST # 891880353
cell 631-1964

MAY 6, 2025

QUOTE IS FOR THE JANVRINS ISLAND HALL

Material and labour to remove the old asphalt shingles from the main hall roof and for the addition porch roof and also the small additional roof on the back of the building. Also, for the shed roof on the side of the main building.

- We will install ice and water shield on all edges
- Nova Seal storm tight over entire roof and new aluminum starter strip on all edges.
- We will install new 30-year Cambridge asphalt shingles, all glued and nailed
- We will replace the two roof vent pipe flanges and install a ridge vent on all peaks.
- We will install a 6x6 vinyl mount for the electrical wires from the solar panels to pass through.
- Also, we will seal around the brick chimney to ensure no water entry.
- We will pick up all debris and remove to the landfill.
- We give a 5-year warranty on labour against leaks or missing shingles should this occur from water or wind damage.

The solar panels will be removed and re-installed by others, not included in this quote.

We carry Workers Compensation and have liability insurance to protect the owner from any liability should a worker get injured while on site.

Materials	\$	7,061.40
Labour	\$	5,938.60
HST	\$	1,820.00
TOTAL	\$	14,820.00



1796 Janvrin Harbour Road
 RR#1 West Arichat, NS, B0E 3J0
 T 902.227-8220 T 902.227-8737
www.appleseedenergy.com

QUOTE

DATE: May 2, 2025
 Quote # Q2948

Completed for:
 Janvrin's Island Hall
 1442 Janvrin Harbour Road
 West Arichat, NS B0E 3J0

c/o Madison Gionet

Terms: 50% to order and 50% upon completion

QUANTITY		UNIT PRICE	AMOUNT
1	Replace Ashpalt Roof on Hall	13,900.00	13,900.00
	includes:		-
	30 year ashpalt shingles, glued and nailed		-
	Ice & Water Shield		-
	Starter Strip, roof vents,		-
	new 6x6 junction box for solar wiring		-
	Roof flanges for stink pipe and seal chimney		-
	remove all debris off site, clean site		-
	includes all labour plus material		-
	NOTE: solar panels removal not included in this quote		-
	Material: \$7890, Labour \$6010		-

SUBTOTAL	\$ 13,900.00
HST	\$ 1,946.00
TOTAL	\$ 15,846.00

QUOTE IS GOOD FOR 30-DAYS

Appleseed Energy Inc.
 1796 Janvrin Harbour Road, RR#1
 West Arichat, NS
 B0E 3J0
 contact: Brian Rose 227-8220 or brian@appleseedenergy.com

Business Number: 80950 8492 RT0001



THANK YOU FOR YOUR BUSINESS!





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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: June 02, 2025

RE: Tier 2 – Community Grant

Dear CAO,

Attached is a grant application from the Kitchen Rackets Organization for Summer Jam Sessions. They are requesting Tier 2 Community Grant Funds in the amount of \$800. The application appears complete and is ready to be addressed by Council.

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

Best Regards

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

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



Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Name of the Organization:		KitchenRackets Organization	
Applicant Name and Title of Representative		Greg Silver, Corporate Secretary	
Civic Address:	10101 Grenville St., St. Peter's, NS B0E3B0		
Contact Number:	[REDACTED]	Email:	greg@kitchenrackets.org
Form of Organization:		<input checked="" type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		3316215	
<i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. <u>Please note that the Municipality will pay the approved grant funds to the host organization.</u></i>			
Host Contact Information			
Host Organization:			
Applicant Name and Title of Representative:			
Civic Address:			
Contact Number:		Email:	
Host Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:			
Sum Requested:		\$800.	
Purpose of Funding Request: (Use additional pages if required.)			
<p>Funding Request – KitchenRackets Traditional Music Jam Sessions at St. Peter's Lions Marina</p> <p>We are seeking municipal funding assistance to support the operation and promotion of a weekly series of open traditional music jam sessions, taking place Thursday evenings from July 10 to September 4 (a total of nine sessions) at the St. Peter's Lions Marina.</p> <p>Each session features up to four local musicians from Richmond County, hosting visiting musicians to sit in. The focus of the series is on live traditional music, including Celtic, country, old-time, bluegrass, and other regional folk genres. These family-friendly gatherings are open to the public—welcoming not only visiting players but also singers, dancers and listeners.</p> <p>With over 20 years of experience organizing similar events, we've seen firsthand how these sessions attract traditional music enthusiasts, encourage overnight visitation, and contribute to the local economy through increased tourism spending.</p> <p>The sessions are free to attend, with voluntary donations gratefully accepted. We have received valuable support in past years from Lions Marina, Hawk Radio, and Destination Cape Breton.</p> <p>In 2025, we are expanding our offerings to include new fall programming aligned with the Celtic Colours International Festival. As such, we are submitting separate applications and respectfully requesting additional support from Richmond County to help us deliver both event series successfully.</p>			

Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Project Budget				Please see our separate attachments with project budget.			
Cost of the Project				Financing the Project			
Capital Cost				Stakeholder Equity:			
Land:				Stakeholder Loan:			
Land Improvements:				Funding Agency			
Materials:				Provincial:			
Labour Costs:				Federal:			
Other Capital Costs:				MOCR (County):			
Other - Specify:				Other – Specify:			
Other – Specify:				Other – Specify:			
Total:				Total:			
Required Attachments							
<input checked="" type="checkbox"/> Registry of Joint Stocks file number (include list of directors), Charitable Organization number or proof of organizational status							
<input checked="" type="checkbox"/> Proof of ownership/lease/authorization to facility Venue is owned by Lions Club, we are a tenant for these events.							
<input checked="" type="checkbox"/> Balance Sheet (sample attached)							
<input checked="" type="checkbox"/> Income Statement for the previous fiscal year (sample attached)							

Applicants must provide source of Funds for Stakeholder Equity and Stakeholder Loan.

Please forward your applications to grants@richmondcounty.ca

KitchenRackets Summer Jams 2025

Expense Budget		Cost/Session	Full series
Venue rental summer series (9)		50.00	450.00
4 local host players @ \$30/session x 9 sessions		120.00	1,080.00
Radio spots			1,725.00
Web hosting/page & link updates			180.00
FB pushes/ads			250.00
Posters			120.00
Signage			120.00
Car mileage (errands, posters, setups)			100.00
		Net cost	4,025.00
Sponsorship in kind from Lions Marina			450.00
Sponsorship in kind from 101.5 The Hawk			1,150.00
		Total cost	2,425.00

Revenue Budget		Per session	Full series
Voluntary donation bucket		30	270.00
* DCBA F&E grant			1355
* Richmond County Tier 2 grant			800
		Total revenue	2,425.00
		Profit/Loss	0.00

*We are in the application process for both of these grants.
No approvals have been received yet.

KitchenRackets Organization Financial Statements

Year ending January 31.25

Revenue & Expenses

Category	Expense	Revenue	Surplus
Admin	\$453.78	0	
Jams 24 - marketing	\$1,072.19	0	
Jams 24 - artists	\$1,181.95	0	
Jams 24 grants		\$2,000.00	
Jams 24 donations		\$375.49	
Jams 23 grants (received late)*		\$1,200.00	
Total Revenue & Expenses	\$2,707.92	\$3,575.49	\$867.57

**Note: allowing for late receipt of 2023 grant in this year, the actual surplus is \$1,200 lower representing a loss of \$332.43 on the year's activities.*

Balance Sheet

Assets

Credit Union Account balance	\$13,580.00
Credit Union Equity/Surplus Shares	5.30
Total Assets	13,585.30

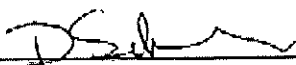
Liabilities


None	0.00
------	------

Members' Equity

Credit Union Account at startup of year	\$12,712.43
Credit Union Equity/Surplus Shares	\$5.30
Surplus for year	867.57
Total Equity	13,585.30

Signed:


Dawn Silver, Treasurer


Greg Silver, Corporate Secretary

April 30, 2025

Date

April 30, 2025

Date

KITCHENRACKETS ORGANIZATION

[Profile](#) [Relationships](#) [Events \(8\)](#)

Reg. Number

3316215

Reg. Name

KITCHENRACKETS ORGANIZATION

Type

Society

Status

Active

Effective Date

06-Apr-2018

Registered on

06-Mar-2018

Next Annual Return

31-Mar-2026

Addresses

Reg. Address

10101 GRENVILLE STREET, ST. PETER'S, NOVA SCOTIA, B0E 3B0, CANADA

Mailing Address

PO BOX 178, ST. PETER'S, NOVA SCOTIA, B0E 3B0, CANADA

DIRECTORS

INDICATE ANY CHANGES (NO P.O. BOX)

ANNIE MACDONNELL

[REDACTED]

CHARLES MACDONALD

[REDACTED]

DANIEL LEBLANC

[REDACTED]

DANIELLE SAMPSON

[REDACTED]

DAWN SILVER

[REDACTED]

EDWARD MADDEN

[REDACTED]

GREGORY SILVER

[REDACTED]

JASON SMITH

[REDACTED]

PAUL DAVIS

[REDACTED]

ROSS FERGUSON

[REDACTED]

SHANNA BURKE

[REDACTED]

VINCE BURKE

[REDACTED]

OFFICERS

INDICATE ANY CHANGES (NO P.O. BOX)

JASON SMITH

[Redacted Address]

Office Held: Vice-president

GREGORY SILVER

[Redacted Address]

Office Held: SECRETARY

DAWN SILVER

[Redacted Address]

Office Held: TREASURER

ADDITIONAL DIRECTORS/OFFICERS

Name and Civic Address:

Director Officer

Office Held:

Name and Civic Address:

Director Officer

Office Held:

Name and Civic Address:

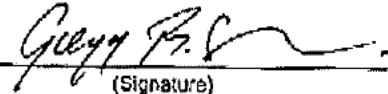
Director Officer

Office Held:

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

Director/Officer

GREGORY SILVER
(Print Name)


(Signature)

11/3/2025
(Day/Month/Year)



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

Department of Finance

MEMO TO: TROY MACCULLOCH, CAO

MEMO FROM: KATHLEEN JEFFREY

DATE: June 2, 2025

RE: Tier 2 – Community Grant

Dear CAO,

Attached is a grant application from the St. Peter's – Grand River – Loch Lomond Pastoral Charge. They are requesting Tier 2 Community Grant Funds in the amount of \$5,980.

Pierre La Rochelle provided this additional information via email however, it was not noted in the application.

“Please find attached the St. Peter's United Church (SPUC) request for Tier 2 funding of the accessible washrooms project discussed earlier this year. As per previous correspondence our application to NS ACCESS - ability was unsuccessful but support from other funding positive. The project has not yet started. We are actively pursuing other funding to make this project a reality before the fall as we are being contacted by many groups excited about the new facilities and improved performance venue.

You will note that we are asking for a total of \$7,500 in project funding from the county i.e. \$1,520 approved from the year end funds last year and now an additional \$5,980 from this fiscal year's new Tier 2 budget.”

The application appears complete and is ready to be addressed by Council.

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

KJ.

Kathleen Jeffrey
Director of Finance

This project aligns with the following County initiatives or plans:

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

Appendix C – Community Grant Tier 2 Application Form

Maximum Request: \$7,500.00

Name of the Organization:		St. Peter's-Grand River-Loch Lomond Pastoral Charge	
Applicant Name and Title of Representative		Pierre LaRochelle/Property Committee	
Civic Address:	9917 Grenville Street, St. Peter's, NS		
Contact Number:	(902) [REDACTED]	Email:	general.[REDACTED]@[REDACTED].com
Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization	
		<input checked="" type="checkbox"/> Charitable Organization	
Registry of Joint Stocks file number or Charitable Organization number:		11919 8562 RR001	
<p><i>If you are neither a not-for-profit nor a charitable organization and are being sponsored by an eligible host organization, please provide the host organization's information and contact details below. <u>Please note that the Municipality will pay the approved grant funds to the host organization.</u></i></p>			
Host Contact Information			
Host Organization:			
Applicant Name and Title of Representative:			
Civic Address:			
Contact Number:		Email:	
Host Form of Organization:		<input type="checkbox"/> Not-for-Profit Organization	
		<input type="checkbox"/> Charitable Organization	
Host's Registry of Joint Stocks file number or Charitable Organization number:			
Sum Requested:		\$5,980.00	
Purpose of Funding Request: (Use additional pages if required.)			
<p>This funding would top up the 2024-2025 grant of \$1,520 to \$7,500. The project has received some funding as per attached documentation but has not yet started. The project provides for reconfiguring the single existing washroom that serves both the hall and church, the parlour room and abandoned furnace room to accommodate a new accessible washroom, a second washroom, and unique to the village, a multiuse greenroom to separate performers from the audience.</p> <p>The current side door access ramp will be extended to provide a 1:12 incline per code. In a future project, a second ramp is planned for the main entrance. More details are included in the attachment.</p>			

Appendix C – Community Grant Tier 2 Application Form
Maximum Request: \$7,500.00

Project Budget			
Cost of the Project		Financing the Project	
Capital Cost		Stakeholder Equity:	\$14,310.41
Land:	\$0.00	Stakeholder Loan:	\$0.00
Land Improvements:	\$0.00	Funding Agency	
Materials:	\$19,125.00	Provincial:	Oversubscribed
Labour Costs:	\$28,541.05	Federal:	None
Other Capital Costs:		MOCR (County):	\$7,500.00
Other - Specify:		Other – Specify:	UC \$12,500.00
Other – Specify:		Other – Specify:	TBD \$18,122.45
Total:	\$52,432.86	Total:	\$52,432.86
Required Attachments			
<input checked="" type="checkbox"/> Registry of Joint Stocks file number (include list of directors), Charitable Organization number or proof of organizational status			
<input checked="" type="checkbox"/> Proof of ownership/lease/authorization to facility			
<input checked="" type="checkbox"/> Balance Sheet (sample attached)			
<input checked="" type="checkbox"/> Income Statement for the previous fiscal year (sample attached)			

Applicants must provide source of Funds for Stakeholder Equity and Stakeholder Loan.

Please forward your applications to grants@richmondcounty.ca

2025 Accessible Washrooms Only

Contractor	Description	Net	HST	Total	Source	BUDGET
GENERAL CONSTRUCTION						
Home Hardware	Renovation Materials	\$ 11,717.47	\$ 1,757.62	\$ 13,475.09	Quote	
Home Hardware	Demo and Build Labour	\$ 12,440.00	\$ 1,866.00	\$ 14,306.00	Quote	
Volunteers	InKind	\$ 2,560.00		\$ 2,560.00	Quote	
	SUBTOTAL	\$ 26,717.47	\$ 3,623.62	\$ 30,341.09		\$ 30,341.09
Home Hardware	Side Ramp Material	\$ 423.12	\$ 63.47	\$ 486.59	Quote	
	Side Ramp Labour	\$ 459.83	\$ 68.97	\$ 528.80	Quote	
	SUBTOTAL	\$ 882.95	\$ 132.44	\$ 1,015.39		\$ 1,015.39
ELECTRICAL						
K&A Electric	Electrical Labour	\$ 4,750.00	\$ 712.50	\$ 5,462.50	Quote	
Other	Electrical Materials	\$ 3,500.00	\$ 525.00	\$ 4,025.00	Estimate	
	SUBTOTAL	\$ 8,250.00	\$ 1,237.50	\$ 9,487.50		
V&L Electric Ltd.	Electrical Labour	\$ 2,960.00	\$ 444.00	\$ 3,404.00	Quote	
V&L Electric Ltd.	Electrical Materials	\$ 3,320.00	\$ 498.00	\$ 3,818.00	Quote	
	SUBTOTAL	\$ 6,280.00	\$ 942.00	\$ 7,222.00		\$ 7,222.00
Rockdale Electrical	Electrical Labour	\$ 4,650.00	\$ 697.50	\$ 5,347.50	Quote	
Other	Electrical Materials	\$ 3,500.00	\$ 525.00	\$ 4,025.00	Estimate	
	SUBTOTAL	\$ 8,150.00	\$ 1,222.50	\$ 9,372.50		

PLUMBING						
Landry Brothers Ltd.	Plumbing Roughin	\$ 5,515.00	\$ 827.25	\$ 6,342.25	Quote	
	Plumbing Fixtures	\$ 1,170.00	\$ 175.50	\$ 1,345.50	Quote	
	SUBTOTAL	\$ 6,685.00	\$ 1,002.75	\$ 7,687.75		\$ 7,687.75
Shamarcontracting	Plumbing Roughin and Install	\$ 6,542.00	\$ 981.30	\$ 7,523.30	Quote	
	SUBTOTAL	\$ 6,542.00	\$ 981.30	\$ 7,523.30		

MISCELLANEOUS						
Other	Project Mgmt INKIND (Inspection, Change Orders, Closeout) @ \$35/hr	\$ 1,400.00		\$ 1,400.00	Quote	
	SUBTOTAL	\$ 1,400.00	\$ -	\$ 1,400.00		\$ 1,400.00

MATERIAL TOTAL	\$ 16,630.59	\$ 2,494.59	\$ 19,125.18	Quote	
LABOUR TOTAL	\$ 25,334.83	\$ 3,206.22	\$ 28,541.05	Quote	
PROJECT TOTAL	\$ 41,965.42	\$ 5,700.81	\$ 47,666.23	Quote	\$ 47,666.23
10% Contingency	\$ 4,196.54	\$ 570.08	\$ 4,766.62		\$ 4,766.62
PHASE 1 BUDGET	\$ 46,161.96	\$ 6,270.89	\$ 52,432.86		\$ 52,432.86

	Total	Funding	
SPUC Expected 50% HST Rebate	\$ 2,850.41	5%	\$ 14,310.41
SPUC Reserves Confirmed	\$ 7,500.00	14%	\$ 7,500.00
SPUC InKind Confirmed	\$ 3,960.00	8%	\$ 7,500.00
United Church Facility Hunter Fund Request Confirmed	\$ 5,000.00	10%	\$ 18,122.45
United Church Facility Innovation Fund Request Sent	\$ 7,500.00	14%	\$ 52,432.86
Richmond County 2024-2025 Type 1 Request Confirmed	\$ 1,520.00	3%	
Richmond County 2025-2026 Tier 2 Request Sent	\$ 5,980.00	11%	
PHASE 1 FUNDING TODATE	\$ 34,310.41	65%	

ADDITIONAL GRANTS, CONGREGATIONAL FUNDRAISER, INKIND AND RESERVES OPTIONS BEING PURSUED TO COVER SHORTFALL FOR SUMMER 2025 START.	PHASE 1 SHORTFALL	\$ 18,122.45	35%
--	--------------------------	---------------------	-----

Home Hardware	Front Ramp Material and Labo	\$ 3,917.49	\$ 587.62	\$ 4,505.11	FUTURE FUNDRAISER PLANNED
---------------	------------------------------	-------------	-----------	-------------	---------------------------



January 8, 2024



0597803-4

TRUSTEES ST PETER'S UNITED
CHURCH-BACCARDAX SHERRY (C/O)
RR 1
PO BOX 201
STEPHENS NS B0E 3B0

Dear Property Owner,

This is your official 2024 Property Assessment Notice for the 2024/2025 municipal tax year.

Your 2024 *Assessed Value* is determined in accordance with the *Nova Scotia Assessment Act* using mass appraisal methods and quality standards. It reflects your property's market value as of January 1, 2023 and its physical state as of December 1, 2023.

The *Taxable Assessed Value* (and/or *Acres* in the case of exempt farm or partially exempt forest property), is what your municipality will use to determine your property taxes. **This Notice is not a tax bill.**

Sincerely,

A handwritten signature in black ink that reads 'D Penny'.

2024 PROPERTY ASSESSMENT NOTICE

Assessment Account Number (AAN):
04715098

***PIN Access Number:**
N4J2h5

**To safeguard your confidential information, please keep your PIN private.*

PROPERTY DETAILS

Address:

9915 GRENVILLE ST
ST. PETER'S
LAND FELLOWSHIP HALL

Dwelling Unit(s): 000

Municipality:

MUNICIPALITY OF THE COUNTY OF RICHMOND

2024 PROPERTY ASSESSMENT				
Classification	Assessed Value	*Capped Assessment	Acres	Taxable Assessed Value
COMMERCIAL TAXABLE	\$121,900			\$121,900
2024 TOTAL	\$121,900			\$121,900

*The provincial government's Capped Assessment Program (CAP) places a 'cap' on the amount the *Taxable Assessed Value* for eligible residential property can increase year over year. The *Taxable Assessed Value* reflects the *Assessed Value* or the *Capped Assessment*, whichever is lower. If your property's *Assessed Value* is less than the *Capped Assessment*, the *Capped Assessment* field appears blank.

NOVA SCOTIA'S PROPERTY ASSESSMENT AND TAXATION SYSTEM





Property Valuation Services Corporation

January 8, 2024



0597804-1

UNITED CHURCH OF CANADA

BACCARDAX SHERRY (C/O)

RD 1

PO BOX 201

ST PETERS NS B0E 3B0

Dear Property Owner,

This is your official 2024 Property Assessment Notice for the 2024/2025 municipal tax year.

Your 2024 Assessed Value is determined in accordance with the Nova Scotia Assessment Act using mass appraisal methods and quality standards. It reflects your property's market value as of January 1, 2023 and its physical state as of December 1, 2023.

The Taxable Assessed Value (and/or Acres in the case of exempt farm or partially exempt forest property), is what your municipality will use to determine your property taxes. This Notice is not a tax bill.

Sincerely,

D Penny

2024 PROPERTY ASSESSMENT NOTICE

Assessment Account Number (AAN):

04717872

*PIN Access Number:

U6b5r5

*To safeguard your confidential information, please keep your PIN private.

PROPERTY DETAILS

Address:

NO 4 HWY
ST PETERS
LAND CHURCH

Dwelling Unit(s): 000

Municipality:

MUNICIPALITY OF THE COUNTY OF RICHMOND

2024 PROPERTY ASSESSMENT				
Classification	Assessed Value	*Capped Assessment	Acres	Taxable Assessed Value
COMMERCIAL EXEMPT	\$178,800			\$178,800
2024 TOTAL	\$178,800			\$178,800

*The provincial government's Capped Assessment Program (CAP) places a 'cap' on the amount the *Taxable Assessed Value* for eligible residential property can increase year over year. The *Taxable Assessed Value* reflects the *Assessed Value* or the *Capped Assessment*, whichever is lower. If your property's *Assessed Value* is less than the *Capped Assessment*, the *Capped Assessment* field appears blank.

NOVA SCOTIA'S PROPERTY ASSESSMENT AND TAXATION SYSTEM



T3010 Registered Charity Information Return

Section B - Directors/Trustees and Like Officials

Name: **ST PETER'S GRAND RIVER-LOCH LOMOND PASTORAL CHARGE**
BN/Registration number: **119198562 RR 0001**
Fiscal period: **January 01, 2023 to December 31, 2023**

Total number of directors/trustees and like officials: **10**

Registered charities that notice problems with their online information should go to [How to amend the return.](#)

Director/trustee and like official # 1

Full name: **Edwina M Touesnard**
Term Start date: **2021-01-30**
Term End date:
Position: **Treasurer**
At Arms Length with other Directors? **Yes**

Director/trustee and like official # 2

Full name: **Sherry J Baccardax**
Term Start date: **1996-03-30**
Term End date:
Position: **Treasurer**
At Arms Length with other Directors? **Yes**

Director/trustee and like official # 3

Full name: **Valerie J Hiltz**
Term Start date: **2016-05-12**
Term End date:
Position: **Corresponding Secretary**
At Arms Length with other Directors? **Yes**

Director/trustee and like official # 4

Full name: **Parker D Stone**
Term Start date: **2016-05-12**
Term End date:
Position: **Property Chairperson**
At Arms Length with other Directors? **Yes**

Director/trustee and like official # 5

Full name: **Marc C Stone**
Term Start date: **2019-06-20**
Term End date:
Position: **Board Chairperson & Trustee**
At Arms Length with other Directors? **No**

Director/trustee and like official # 6

Full name: **Donna M Machin**
Term Start date: **2019-06-20**
Term End date:
Position: **Manse Chairperson**
At Arms Length with other Directors? **No**

Director/trustee and like official # 7

Full name: **Dale T Machin**
Term Start date: **2014-02-28**
Term End date:
Position: **Co-Chair Trustees**
At Arms Length with other Directors? **No**

Director/trustee and like official # 8

Full name: **Michele B Stone**
Term Start date: **2021-03-03**
Term End date:
Position: **Secretary of Trustees**
At Arms Length with other Directors? **No**

Director/trustee and like official # 9

Full name: **John G Cameron**
Term Start date:
Term End date:
Position: **Trustee Co-Chair**
At Arms Length with other Directors? **No**

Director/trustee and like official # 10

Full name: **Mary I Cameron**
Term Start date:
Term End date:
Position: **Trustee**
At Arms Length with other Directors? **No**

Showing 1 to 10 of 10 entries on this page

St. Peter's-Grand River-Loch Lomond Pastoral Charge

Balance Sheet as of 2024-12-31

Printed: February 10, 2025

ASSETS		
1000	St. Peter's United Church- Local (RBC)	18,550.74
1005	St. Peter's United Church - Local (ECCU)	6.59
1010	Memorial & Organ Funds (RBC)	785.31
1015	Memorial & Organ Funds (ECCU)	3,127.54
1020	Sunday School Account (RBC)	49.77
1030	Mission & Service (RBC)	11.09
1040	SP-GR-LL Pastoral Charge Account (RBC)	13,693.96
1200	Accounts Receivable	
1220	Accounts Receivable all others	4,133.99
	TOTAL Accounts Receivable	4,133.99
1260	Federal Sales Tax Recoverable	0.00
1270	Provincial Sales Tax Recoverable	0.00
1280	Sales Tax Rebates Due	4,582.56
1300	Short Term Investments	
1301	Non-redeemable 1 year GIC - RBC	50,000.00
1302	One Year Cashable GIC - RBC	25,000.00
	TOTAL Short Term Investments	75,000.00
1400	Land and Buildings in Canada (Total)	
1401	St. Peter's United Church-land & buildin	178,800.00
1402	St. Peter's Church Hall-land & building	121,900.00
1403	SP-GR-LL Pastoral Charge Manse	193,500.00
	TOTAL Land and Buildings in Canada (Total)	494,200.00
1500	Long Term Investments-RBC Shares	136,115.64
	TOTAL ASSETS	750,257.19
LIABILITIES and FUNDS		
2100	Accounts Payable	1,903.69
3000	Unrestricted Funds	
3010	Local (General) Fund	79,242.07
3020	Sunday School Fund	51.87
	TOTAL Unrestricted Funds	79,293.94
3100	Restricted Funds	
3110	Hall Fund	8,572.73
3115	Property Renovation & Upgrade Fund	26,187.90
3120	Memorial Fund	2,557.26
3125	Organ Repair & Replacement Fund	1,525.16
3130	Bulletins Fund	-467.88
3135	Prayer Shawl Fund	357.66
	TOTAL Restricted Funds	38,732.83
3200	UCC Mission & Service Fund	11.09
3300	Property/Long Term Investment Asset Fund	630,315.64
	TOTAL LIABILITIES and FUNDS	750,257.19

St. Peter's-Grand River-Loch Lomond Pastoral Charge

Income Statement

For the period 2024-01-01 to 2024-12-31

Printed: February 10, 2025

REVENUE

4000	Tax-Receipted Gifts	
4010	Local (General) Fund Offerings Received	45,739.00
4020	Hall Fund Offerings Received	1,296.00
4030	Property Reno & Upgrade Fund Received	4,025.00
4040	Mission&Service Fund Offerings Received	3,865.00
4050	Memorial Fund Offerings Received	155.00
4060	Bulletins Offerings Received	400.00
4070	Prayer Shawl Offerings Received	45.00
	TOTAL Tax-Receipted Gifts	<u>55,525.00</u>
4200	Non-Receipted Gifts	2,942.19
4310	Revenue from Province/Territory Gov't	
4311	Rental - Province of Nova Scotia	2,993.99
4312	Grant-Community Facilities Improvement	50,000.00
	TOTAL Revenue from Province/Territory Gov't	<u>52,993.99</u>
4320	Revenue from Municipality/Regional Gov't	
4321	Rental - County of Richmond	9,110.00
4322	Grant - County of Richmond -Hall project	3,000.00
	TOTAL Revenue from Municipality/Regional Gov't	<u>12,110.00</u>
4500	Interest Income	
4501	Interest Local ECCU	0.12
4503	Interest Memorial ECCU	73.05
4504	Interest M&S RBC	0.03
4505	Interest Charge Acct RBC	0.19
	TOTAL Interest Income	<u>73.39</u>
4700	Rental - Misc. Hall	2,695.00
4720	Non-Receipted Fundraising Revenue	
4721	Free Will Offerings at Gatherings	2,090.75
4722	Prayer Shawl Fundraising	274.00
4723	Property Reno & Upgrade Fund-Not Receipt	4,500.00
4724	Faith Formation Event Revenue	88.05
4725	Concert Revenue	1,855.00
	TOTAL Non-Receipted Fundraising Revenue	<u>8,807.80</u>
4800	Other Revenue	
4810	Grants other than Gov't Source-Project	62,066.03
	TOTAL Other Revenue	<u>62,066.03</u>
TOTAL REVENUE		<u>197,213.40</u>

EXPENSE

5010	Travel and Vehicle Expenses	
5011	Ministerial Travel - KM	1,797.91
5012	Sunday Supply Travel - KM & Meal	206.58
	TOTAL Travel and Vehicle Expenses	<u>2,004.49</u>
5020	Interest and Bank Charges	
5021	Local Bank Charges - RBC	134.75

Income Statement

For the period 2024-01-01 to 2024-12-31

Printed: February 10, 2025

EXPENSE

5020 Interest and Bank Charges

5022	PAR Fees - from RBC	60.50
5023	Memorial Bank Charges - RBC	9.00
5024	M&S Bank Charges - RBC	27.00
	TOTAL Interest and Bank Charges	<u>231.25</u>

5030 Licenses, Memberships and Dues

5031	United Church of Canada Assessment	2,232.00
	TOTAL Licenses, Memberships and Dues	<u>2,232.00</u>

5100 Office Supplies and Expenses

5110	Manse Telephone and Internet	1,342.52
5111	Minister's Cell Phone	978.11
5112	Software	245.09
5113	ADP Processing Fee	694.83
5114	Meeting Expenses	35.00
5120	Other Office Expenses	1,592.79
	TOTAL Office Supplies and Expenses	<u>4,888.34</u>

5150 Occupancy Costs

5160 Furnace Oil

5161	Furnace Oil Manse	2,551.63
5162	Furnace Oil Church	2,295.78
5163	Furnace Oil Hall	719.51
	TOTAL Furnace Oil	<u>5,566.92</u>

5165 Power

5166	Power Manse	1,777.60
5167	Power Hall	1,912.33
5168	Power Church	876.10
	TOTAL Power	<u>4,566.03</u>

5170 Water & Sewer

5171	Water & Sewer Manse	1,058.90
5172	Water & Sewer Hall	825.38
	TOTAL Water & Sewer	<u>1,884.28</u>

5180 Maintenance & Repair

5181	Maintenance Manse	3,887.46
5182	Maintenance Hall	5,286.54
5183	Maintenance Church	878.12
5184	Snow Removal Church	1,284.80
5185	Snow Removal - Hall	2,287.39
	TOTAL Maintenance & Repair	<u>13,624.31</u>

5190 Property Taxes

5191	Property Taxes Manse	2,886.72
	TOTAL Property Taxes	<u>2,886.72</u>

	TOTAL Occupancy Costs	28,528.26
5199	Property Reno & Upgrade Expense	57,934.36

Income Statement

For the period 2024-01-01 to 2024-12-31

Printed: February 10, 2025

EXPENSE

5230	Education and Training	
5231	Minister's Continuing Education	643.60
	TOTAL Education and Training	643.60
5300	Payroll Expenses	
5310	Minister's Salary	45,390.48
5320	CPP Employer Portion	2,499.36
5330	EI Employer Portion	1,347.84
5340	UCC Benefits Employer Portion	11,603.76
5350	Sunday Pulpit Supply	741.00
	TOTAL Payroll Expenses	61,582.44
5420	Purchases and non-capitalized Assets	
5421	Technology - Office	79.35
5422	Technology - Sanctuary-Memorial	2,430.53
	TOTAL Purchases and non-capitalized Assets	2,509.88
5500	Charitable Gifts to Qualified Donees	
5501	Parkinson Canada	250.00
5502	Legion Poppy Campaign	75.00
5503	Atlantic School of Theology	100.00
5504	UCC - Mission & Service	3,865.00
5505	Observer Publications Inc-Broadview	100.00
5506	St. Peter's & Area Food Bank Society	450.00
5507	Strait Richmond Palliative Care Society	200.00
5508	Leeside Society	300.00
	TOTAL Charitable Gifts to Qualified Donees	5,340.00
5520	Insurance	
5521	Insurance Manse	1,799.00
5522	Insurance Church & Hall	11,164.83
5523	Insurance Liability - Abuse	1,857.05
	TOTAL Insurance	14,820.88
5600	Worship, Outreach & Gatherings	
5601	Worship Expenses	443.10
5602	Faith Formation Expenses	445.09
5603	Subscriptions	120.34
5604	Bulletin Supplies	902.98
5605	Offering Envelopes	273.54
5606	Supplies for Gatherings	525.59
5607	Prayer Shawl Supplies	1,064.27
5608	Visitation for Sick & Shut-ins	260.49
5609	Benevolent Gift Cards	100.00
5610	Sunday School Supplies	30.20
	TOTAL Worship, Outreach & Gatherings	4,165.60
5700	Gifts & Honoraria	777.26

St. Peter's-Grand River-Loch Lomond Pastoral Charge

Income Statement

For the period 2024-01-01 to 2024-12-31

Printed: February 10, 2025

EXPENSE

5799 Bank Reconciliation

-20.00

TOTAL EXPENSE

185,638.36

NET INCOME

11,575.04

2025 BUDGET -DRAFT
ST. PETER'S - GRAND RIVER - LOCH LOMOND PASTORAL CHARGE
ST. PETER'S UNITED CHURCH

EXPENDITURES:

Ministerial:

	<u>2024 Budget:</u>	<u>2025 Draft Budget</u>	<u>NOTES</u>
Salary	\$ 45,390.00	\$46,752.20	per UCC salary schedule & contract
UCC Benefits - Employer Portion	\$ 11,604.00	\$12,318.48	As per actual costs derived from actual first pp x 24 pp/year
CPP & EI - Employer Portion	\$ 3,833.00	\$3,957.12	
Travel	\$ 2,500.00	\$2,500.00	55/km - unchanged
Continuing Education	\$ 1,640.00	\$1,689.00	per UCC Reimbursements
Sunday Pulpit Supply - includes travel & meal	\$ 4,000.00	\$4,000.00	covers 8 Sundays
TOTAL MINISTERIAL	\$ 68,967.00	\$ 71,216.80	53.38%

Worship, Outreach and Gatherings:

Worship supplies (candles, palms etc)	\$ 500.00	\$500.00	Unchanged
Faith Formation	\$ 150.00	\$500.00	Actual spent in 2024
Subscriptions (Gathering, Broadview)	\$ 120.00	\$120.00	Unchanged
Technology for Sanctuary	\$ 250.00	\$250.00	split \$500 with Admin.
Bulletins	\$ 500.00	\$500.00	Unchanged
Offering envelopes	\$ 300.00	\$300.00	Covers 45 boxes
Supplies for Gatherings	\$ 500.00	\$500.00	Unchanged
Outreach			
Christmas Outreach	\$ 1,000.00	\$1,000.00	unchanged
Benevolent Gift Cards	\$ 100.00	\$100.00	unchanged
Legion Poppy Campaign	\$ 75.00	\$75.00	unchanged
Prayer Shawl	\$ 250.00	\$0.00	Removed from budget-Uses only funds that group gets through fundraising
Gifts & Visitation for Sick and Shut-in	\$ 400.00	\$400.00	unchanged
TOTAL WORSHIP, OUTREACH & GATHERINGS	\$ 4,145.00	\$ 4,245.00	3.18%

Administrative:

Office:

ADP Salary Processing	\$ 720.00	\$720.00	unchanged
Software	\$ 250.00	\$250.00	unchanged
Technology	\$ 250.00	\$250.00	Split \$500 with Worship
Manse Telephone & Internet	\$ 1,500.00	\$1,500.00	unchanged
Local Bank and PAR charges	\$ 200.00	\$210.00	PAR up - a good thing!
M&S Bank Charges	\$ 30.00	\$30.00	unchanged
Memorial Bank Charges	\$ 30.00	\$15.00	Reduced to reflect actual
Cell Phone	\$ 1,000.00	\$1,000.00	As per contract
General Office Supplies	\$ 1,500.00	\$1,500.00	unchanged
TOTAL OFFICE	\$ 5,480.00	\$ 5,475.00	

Assessment:

United Church of Canada	\$ 2,232.00	\$3,435.00	Up based on 2023 revenues
TOTAL ASSESSMENTS	\$ 2,232.00	\$ 3,435.00	

Meetings:

Regional Council AGM	\$ 1,500.00	\$1,500.00	unchanged
Video Conferencing - Zoom	\$ 50.00	\$50.00	just in case
TOTAL MEETINGS	\$ 1,550.00	\$ 1,550.00	
TOTAL ADMINISTRATIVE	\$ 9,262.00	\$ 10,460.00	7.84%

Operating Expenses:

Utilities:

Fuel & Furnace

Manse	\$	5,000.00	\$3,000.00	reduced closer to actual
Hall	\$	1,500.00	\$0.00	Furnace Removed
Church	\$	3,500.00	\$3,000.00	reduced closer to actual

Power

Manse	\$	2,000.00	\$2,000.00	Unchanged
Hall	\$	2,000.00	\$2,500.00	Using heat pumps but hopefully won't need this - solar panels
Church	\$	1,000.00	\$1,000.00	Unchanged

Water & Sewer

Manse	\$	1,100.00	\$1,100.00	unchanged
Hall	\$	1,000.00	\$1,000.00	unchanged

TOTAL UTILITIES	\$	17,100.00	\$	13,600.00
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Insurance:

Manse	\$	1,500.00	\$2,200.00	Greatly increased
Church & Hall	\$	10,300.00	\$12,000.00	Increased
Liability - Abuse Policy	\$	1,700.00	\$1,900.00	Increased

TOTAL INSURANCE	\$	13,500.00	\$	16,100.00
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Property Taxes:

Manse	\$	2,900.00	\$3,300.00	Property assessment up
Church & Hall - Exempt	\$	-	\$0.00	

TOTAL PROPERTY TAXES	\$	2,900.00	\$	3,300.00
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Maintenance:

Manse	\$	4,500.00	\$4,500.00	unchanged
Snow removal	\$	3,500.00	\$3,500.00	unchanged
Church & Hall	\$	4,500.00	\$5,000.00	Closer to actual spent

TOTAL MAINTENANCE	\$	12,500.00	\$	13,000.00
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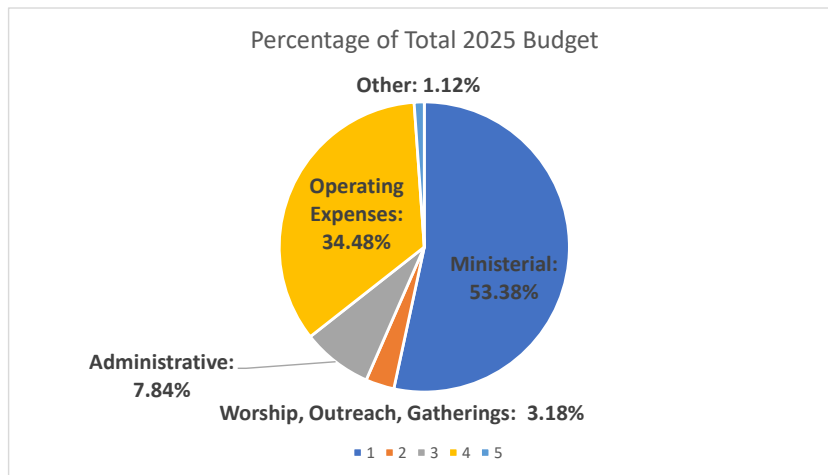
TOTAL OPERATING EXPENSES	\$	46,000.00	\$	46,000.00	34.48%
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Other:

Gifts and Honoraria	\$	1,500.00	\$1,500.00	unchanged
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TOTAL OTHER	\$	1,500.00	\$	1,500.00	1.12%
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TOTAL BUDGETED EXPENDITURES		2024	2025	
	\$	129,874.00	133,421.80	100%



St. Peter's United Church Hall


9917 Grenville Street, St. Peter's, NS

Access-Ability Project 2025-2026

Work to be performed April 1, 2025 to March 31, 2026



**ST. PETER'S
UNITED CHURCH**

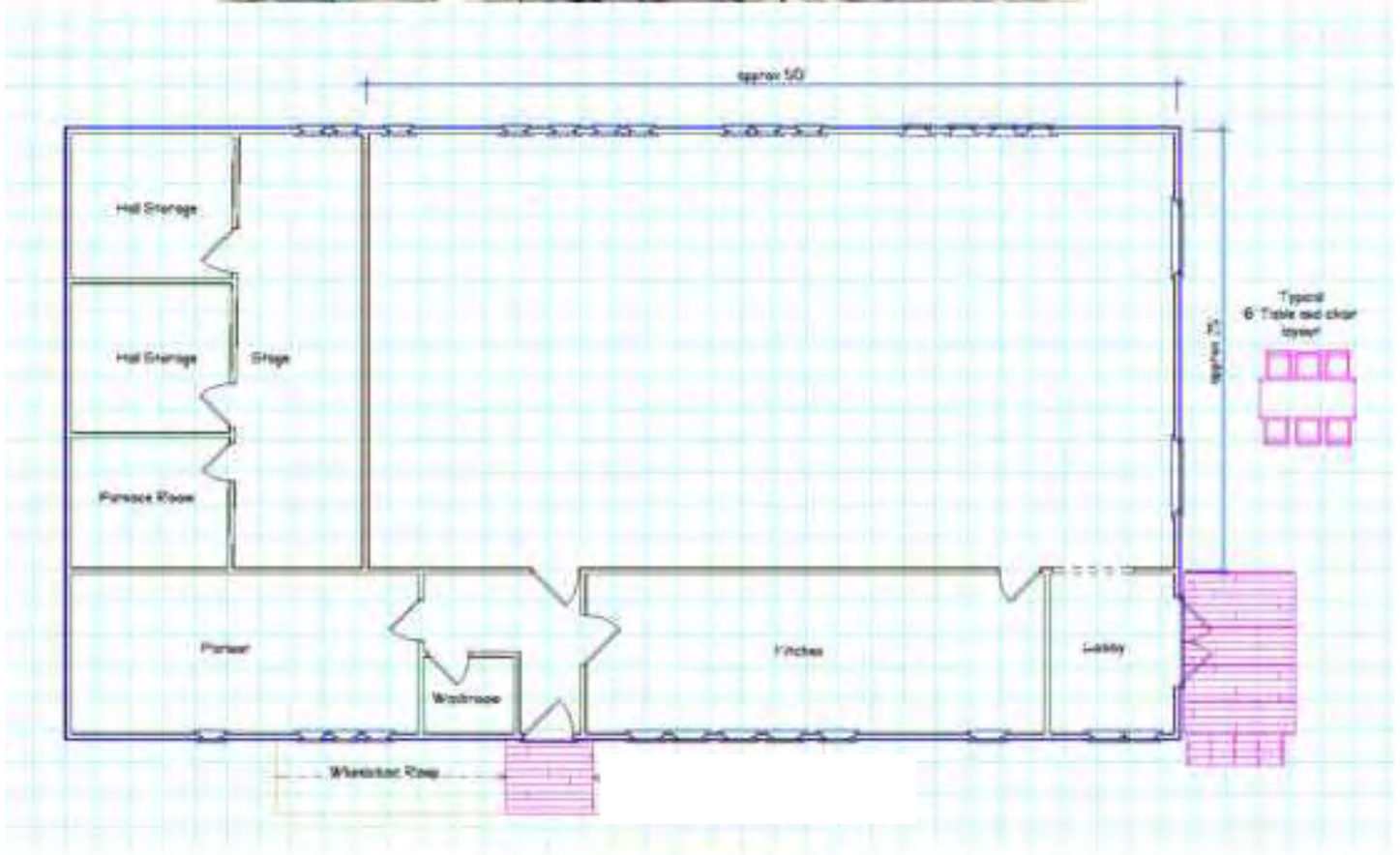


**Come in to the
Presence of God**
Sunday Service: 11 am
PO Box 201, 9915 Grenville St.
St. Peter's, NS
BOE 3B0

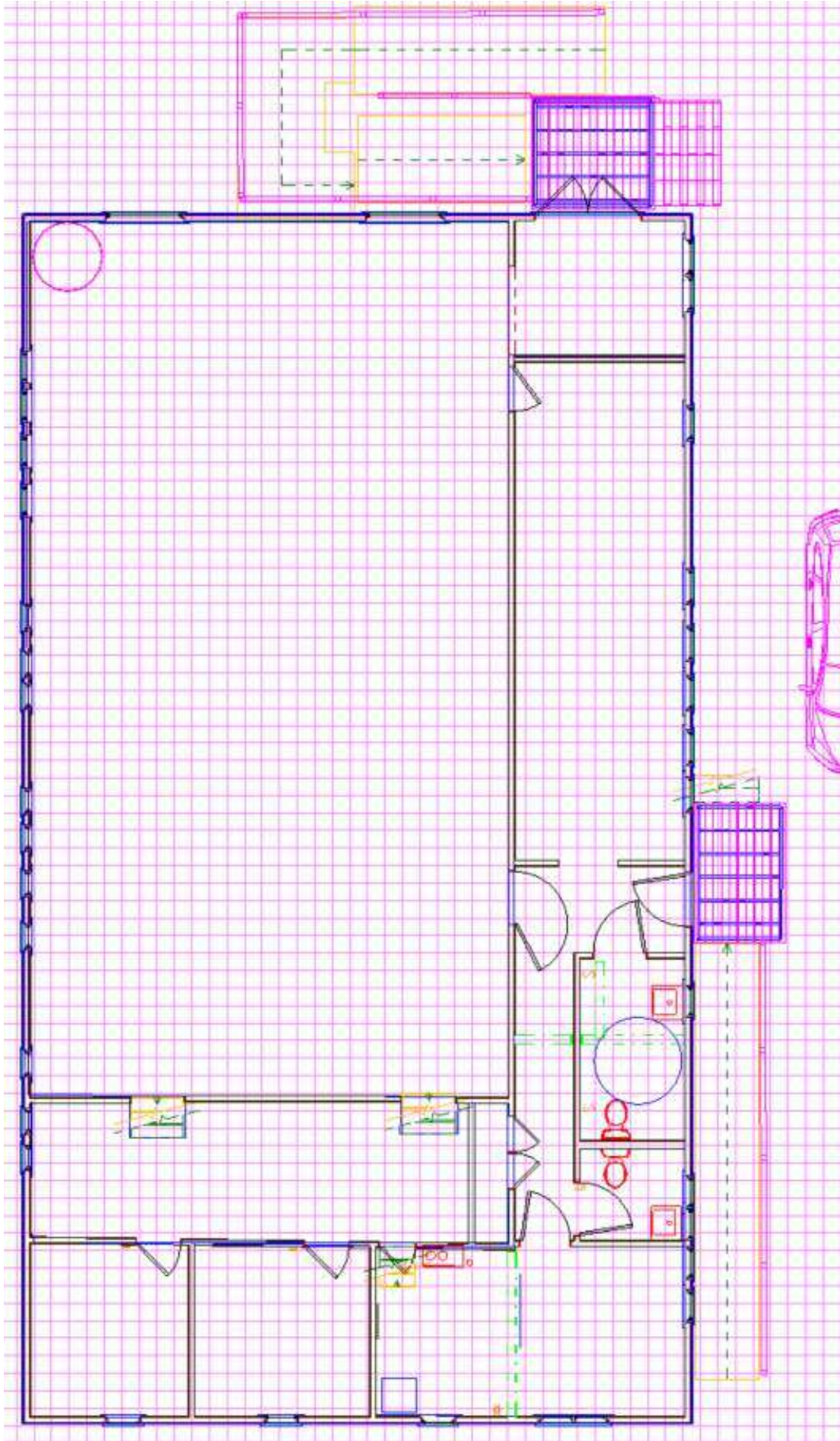
Addendum 1 of 2: Scope of Work

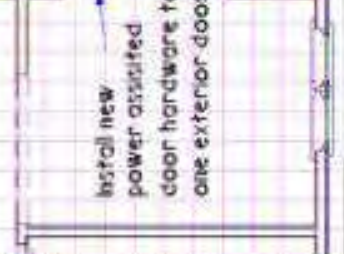
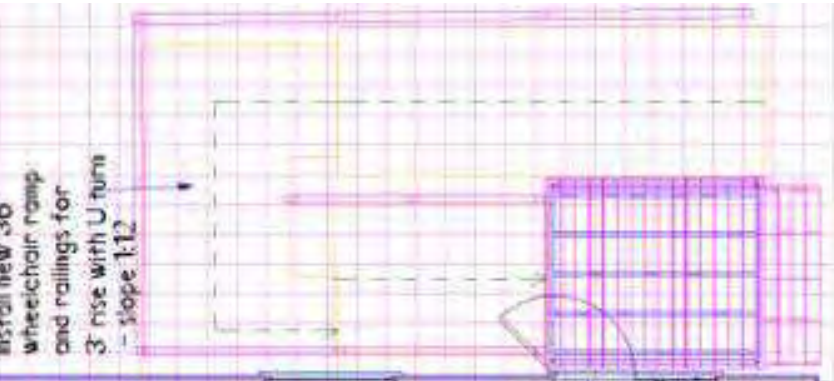
This project provides for the reconfiguring of the existing single washroom, parlour room and abandoned furnace room to accommodate a new accessible washroom, a second washroom and, unique to the village, a greenroom off the stage. Includes creating interior barrier free access to the washrooms from a new wheelchair access ramp and automatic door opener at the front entrance; enlarge of the side vestibule entry and lengthen side ramp. Will enhance the user environment with signage and some additional baseboard heaters.

Contact: Pierre LaRochelle
(902) 631-2822
pierreprfamily@gmail.com



Existing St. Peter's United Church Hall Layout





Accessible / Barrier Free Ramp Design

As required by the 2022 Nova Scotia Building Code Regulations (Accessibility Schedule "C") & the 2015 National Building Code of Canada

Power Door Operator:

A power door operator is required on every Barrier Free entrance where:

- The entrance is for a Hotel, Group B - Care or Treatment occupancy (i.e. a Care Home),
- The building or suite is more than 500 m² (5,382 ft²) in building area and contains a Group A - Assembly (i.e. Restaurant), a Group D - Business & Personal Services (i.e. Office), or a Group E - Mercantile (i.e. Store) occupancy, or
- Where it takes more than 38N (8 ½ lbs) of force to operate and external, or 22N (5 lbs) of force to operate and internal or sliding Barrier Free door.

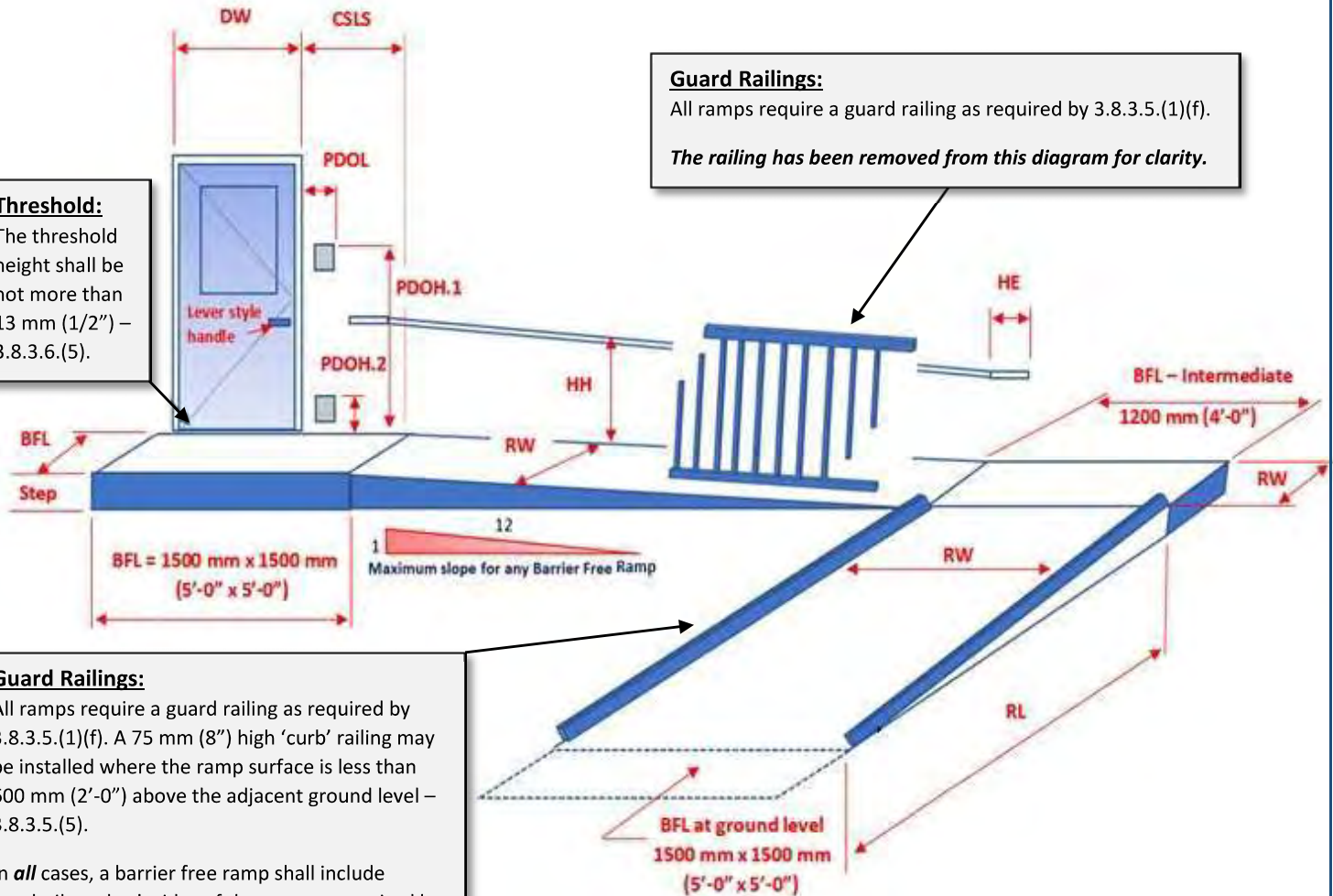
Threshold:

The threshold height shall be not more than 13 mm (1/2") - 3.8.3.6.(5).

Guard Railings:

All ramps require a guard railing as required by 3.8.3.5.(1)(f).

The railing has been removed from this diagram for clarity.



Guard Railings:

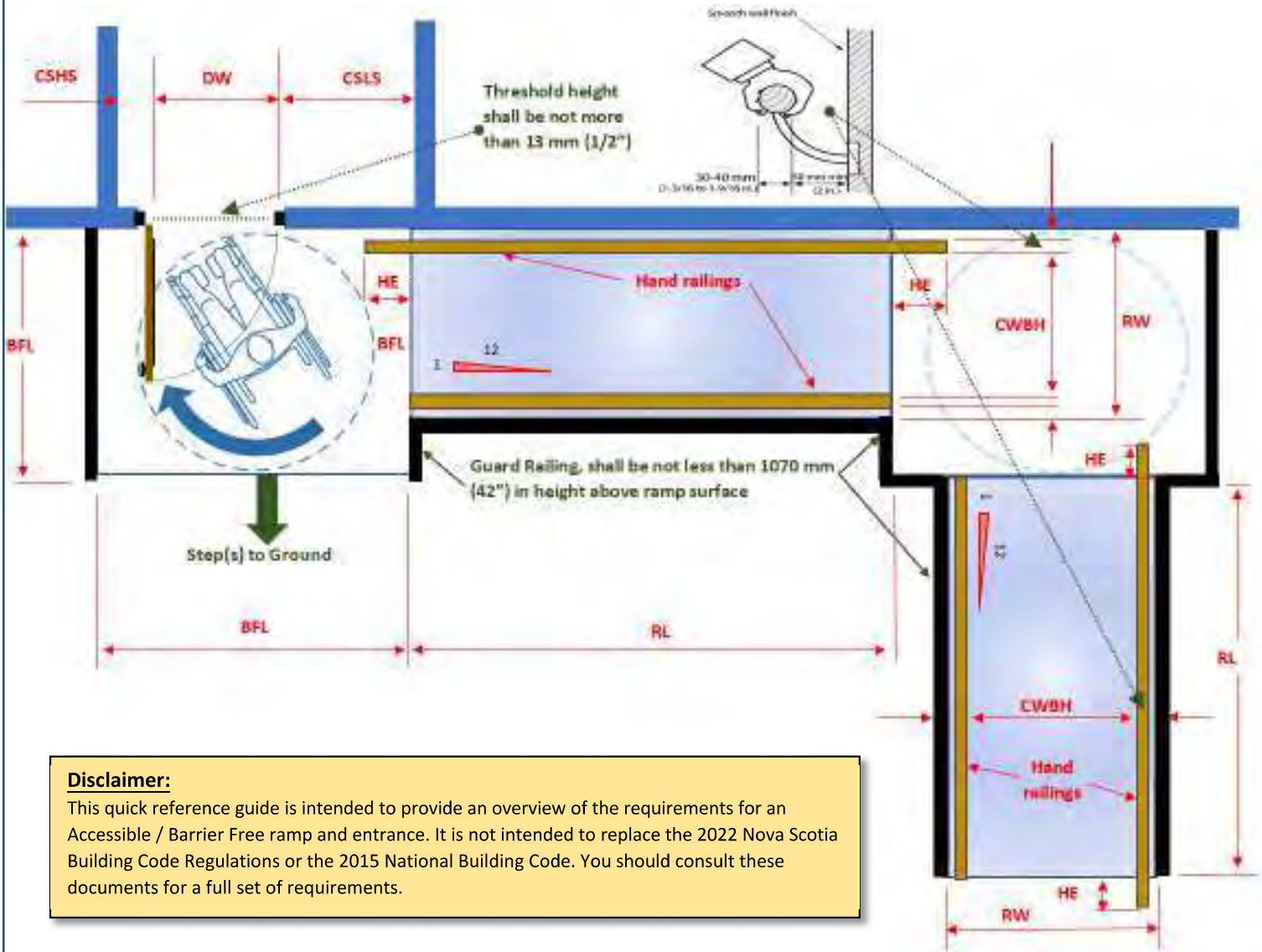
All ramps require a guard railing as required by 3.8.3.5.(1)(f). A 75 mm (8") high 'curb' railing may be installed where the ramp surface is less than 600 mm (2'-0") above the adjacent ground level - 3.8.3.5.(5).

In **all** cases, a barrier free ramp shall include handrails on both sides of the ramp as required by 3.8.3.5.(1)(e) and 3.4.6.5.(15)

Short Description	Description	Minimum	Maximum	Code Reference
BFL	Barrier Free Landing	1500 x 1500 mm (5' x 5')	No Limit	3.8.3.5.(1)(c).
CSLS	Clear Space Latch Side	300 mm (1'-0") door swings away or 600 mm (2'-0") door swings towards	No Limit	3.8.3.5.(1)(c).
CWBH	Clear Width Between Handrails	870 mm (2'-10.25" or 34 ¼")	No Limit	3.8.3.5.(1)(a). and 3.4.6.5.(2).
DW	Doorway width (clear space)	800 mm (2'-7 1/2" or 31 ½")	No Limit	3.8.3.6.(2).
HH	Handrail Height	865 mm (2'-10" or 34")	965 mm (3'-2" or 38")	3.8.3.5.(1)(e).
HE	Handrail Extensions	300 mm (1'-0")	No Limit	3.4.6.5.(12).
PDOL	Power Door Operator Location	300 mm (1'-0")	1500 mm (5' or 60")	3.8.3.6.(6)(a).
PDOH.1	Power Door Operator Height - 1	900 mm (3'-0" or 36")	1100 mm (3'-7" or 43")	3.8.2.7.(1). and 3.8.3.6.(6)
PDOH.2	Power Door Operator Height - 2	150 mm (6")	300 mm (1'-0" or 12")	3.8.2.7.(1). and 3.8.3.6.(6)
RL	Ramp Length between landings	Based on 1:12 max. ramp slope	9.0 meters (29'-6")	3.8.3.5.(1)(d).
	h	1070 mm	No Limit	3.8.3.5

Acceptable Ramp & Entrance Design Options

That meet the intent of Articles 3.8.2.1 to 3.8.2.6 of the 2022 Nova Scotia Building Code Regulations



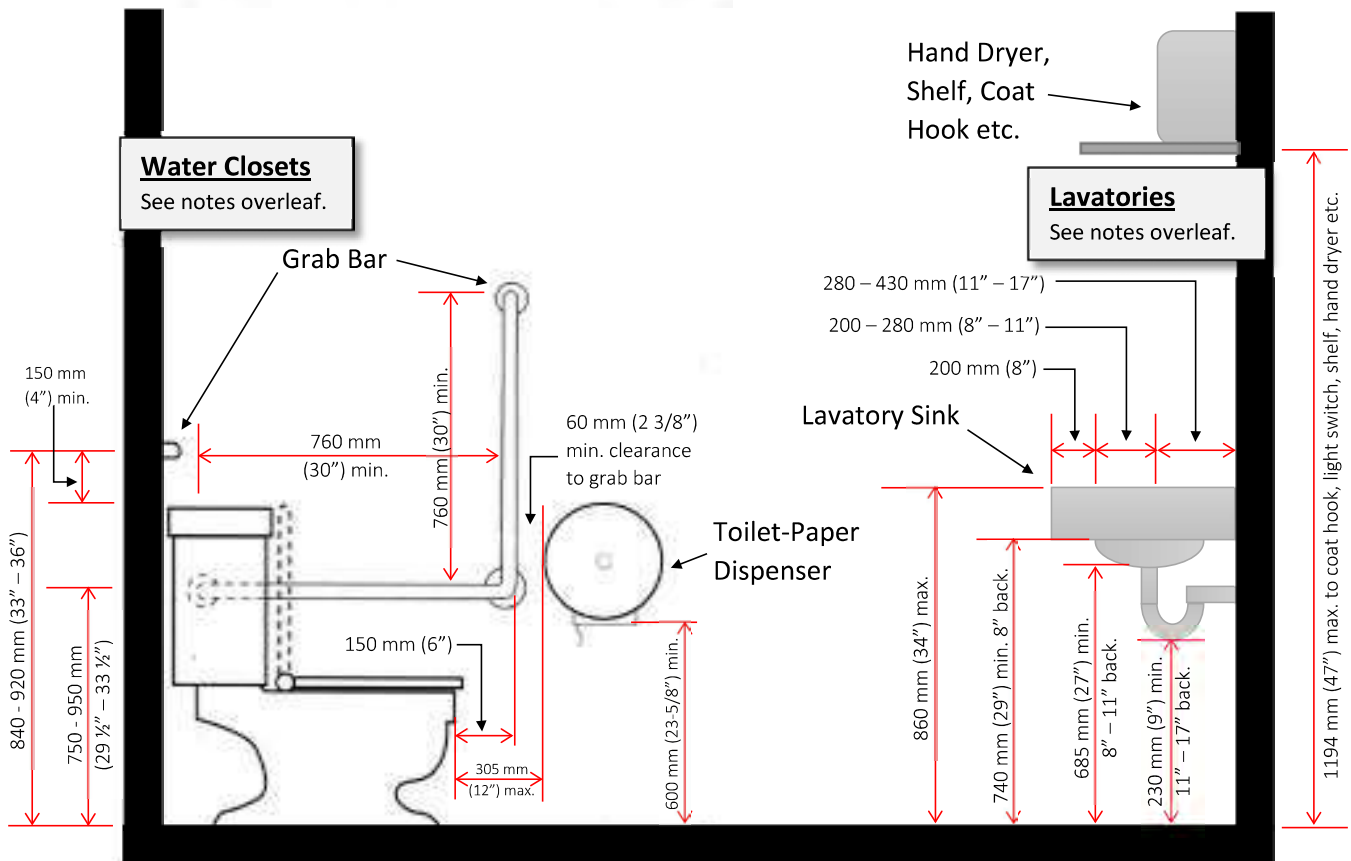
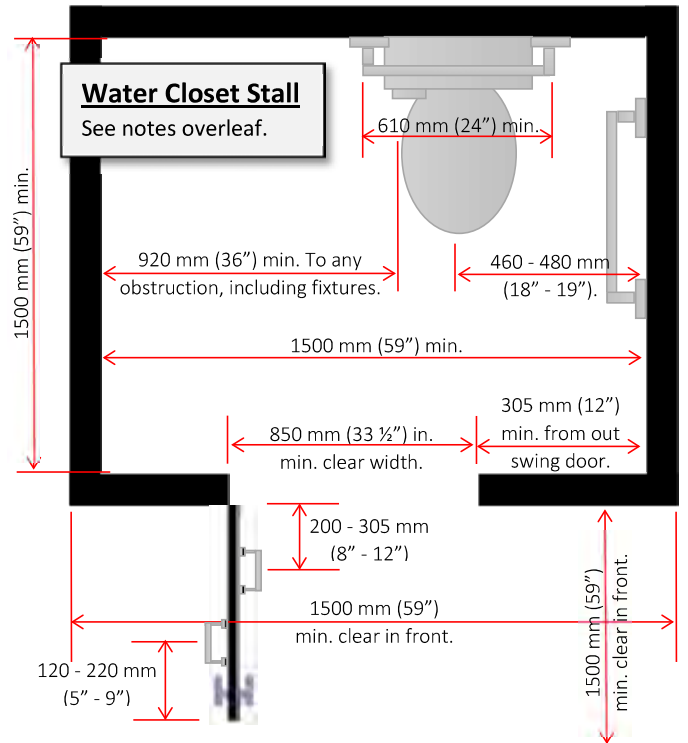
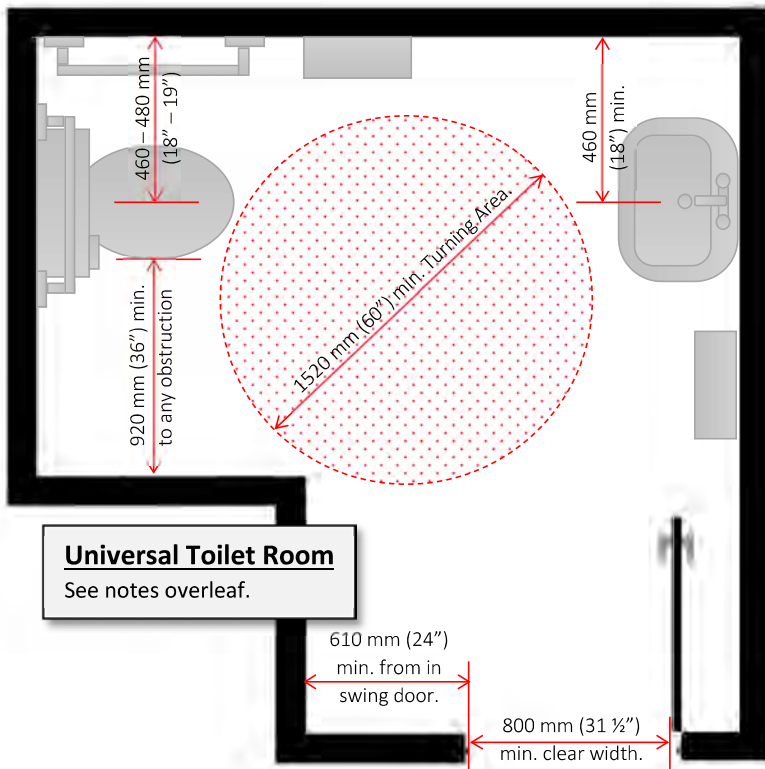
Disclaimer:

This quick reference guide is intended to provide an overview of the requirements for an Accessible / Barrier Free ramp and entrance. It is not intended to replace the 2022 Nova Scotia Building Code Regulations or the 2015 National Building Code. You should consult these documents for a full set of requirements.

Short Description	Description	Minimum	Maximum	Code Reference
BFL	Barrier Free Landing	1500 x 1500 mm (5' x 5')	No Limit	3.8.3.5.(1)(c).
CSLS	Clear Space Latch Side	300 mm (1'-0") door swings away or 600 mm (2'-0") door swings towards	No Limit	3.8.3.5.(1)(c).
CWBH	Clear Width Between Handrails	870 mm (2'-10.25" or 34 1/4")	No Limit	3.8.3.5.(1)(a). and 3.4.6.5.(2).
DW	Doorway width (clear space)	800 mm (2'-7 1/2" or 31 1/2")	No Limit	3.8.3.6.(2).
HH	Handrail Height	865 mm (2'-10" or 34")	965 mm (3'-2" or 38")	3.8.3.5.(1)(e).
HE	Handrail Extensions	300 mm (1'-0")	No Limit	3.4.6.5.(12).
PDOL	Power Door Operator Location	300 mm (1'-0")	1500 mm (5' or 60")	3.8.3.6.(6)(a).
PDOH.1	Power Door Operator Height - 1	900 mm (3'-0" or 36")	1100 mm (3'-7" or 43")	3.8.2.7.(1). and 3.8.3.6.(6)
PDOH.2	Power Door Operator Height - 2	150 mm (6")	300 mm (1'-0" or 12")	3.8.2.7.(1). and 3.8.3.6.(6)
RL	Ramp Length between landings	Based on 1:12 max. ramp slope	9.0 meters (29'-6")	3.8.3.5.(1)(d).
RW	Total Ramp Width	1070 mm (42")	No Limit	3.8.3.5.(1)(e). and 3.4.6.5.(15).
(Inset image)	Handrail clearance to wall	50 mm (2") or 60 mm (2 1/2")	Not applicable	3.4.6.5.(13).
(Inset image)	Diameter of handrail	30 mm (1 3/16")	43 mm (1 3/4")	3.4.6.5.(5).
(Inset image)	Guard railing (height)	1070 mm (42")	Not applicable	3.8.3.5.(1)(f). and 3.4.6.6.

Barrier Free Washroom for Non-Residential Occupancies

As required by the 2022 Nova Scotia Building Code Regulations (Accessibility Schedule "C") & the 2015 National Building Code of Canada



ACCESSIBLE / BARRIER FREE WASHROOMS

For Non-Residential Occupancies

Listed below are the minimum acceptable Barrier Free design requirements for washrooms in Non-Residential occupancies. For full details please refer to Schedule “C” Accessibility of the 2022 Nova Scotia Building Code Regulations, specifically Section 3.8 Accessibility.

WATER CLOSET STALL

- The interior dimensions of the stall shall be a minimum of 1500 mm (59”) between walls.
- The door to the stall is to be self-closing and will be no more than 50 mm (2”) ajar when at rest.
- The stall door shall swing outwards unless there is sufficient room within the stall to permit the door to close without interfering with a wheelchair.
- There will be a minimum clear width of 1500 mm (59”) in front of the stall, and a minimum depth of 1500 mm (59”) from the front of the stall to any other fixture, obstruction or wall.
- The stall will be equipped with an ‘L’ shaped grab-bar installed on the wall to the side of the water closet. The grab-bar shall have a minimum length & height of 760 mm (30”) and shall be installed between 750-950 mm (29 ½” – 33 ½”) above the floor.
- The stall shall also have a grab bar installed at a height of 840-920 mm (33” – 36”) on the wall behind the water closet. The grab bar shall have a width of not less than 610 mm (24”).

UNIVERSAL TOILET ROOM

- The room shall have an unobstructed turning area a minimum of 1520 mm (60”) in diameter.
- Coat hooks, light switches, shelves, soap dispensers, hand dryers etc. shall be installed no more than 1194 mm (47”) above floor level.

WATER CLOSETS

- Water closets will be equipped with an ‘L’ shaped grab-bar installed on the wall to the side of the water closet. The grab-bar shall have a minimum length & height of 760 mm (30”) and shall be installed between 750-950 mm (29 ½” – 33 ½”) above the floor.
- Water closets shall also have a grab bar installed at a height of 840-920 mm (33” – 36”) on the wall behind the water closet. The grab bar shall have a width of not less than 610 mm (24”).

LAVATORIES

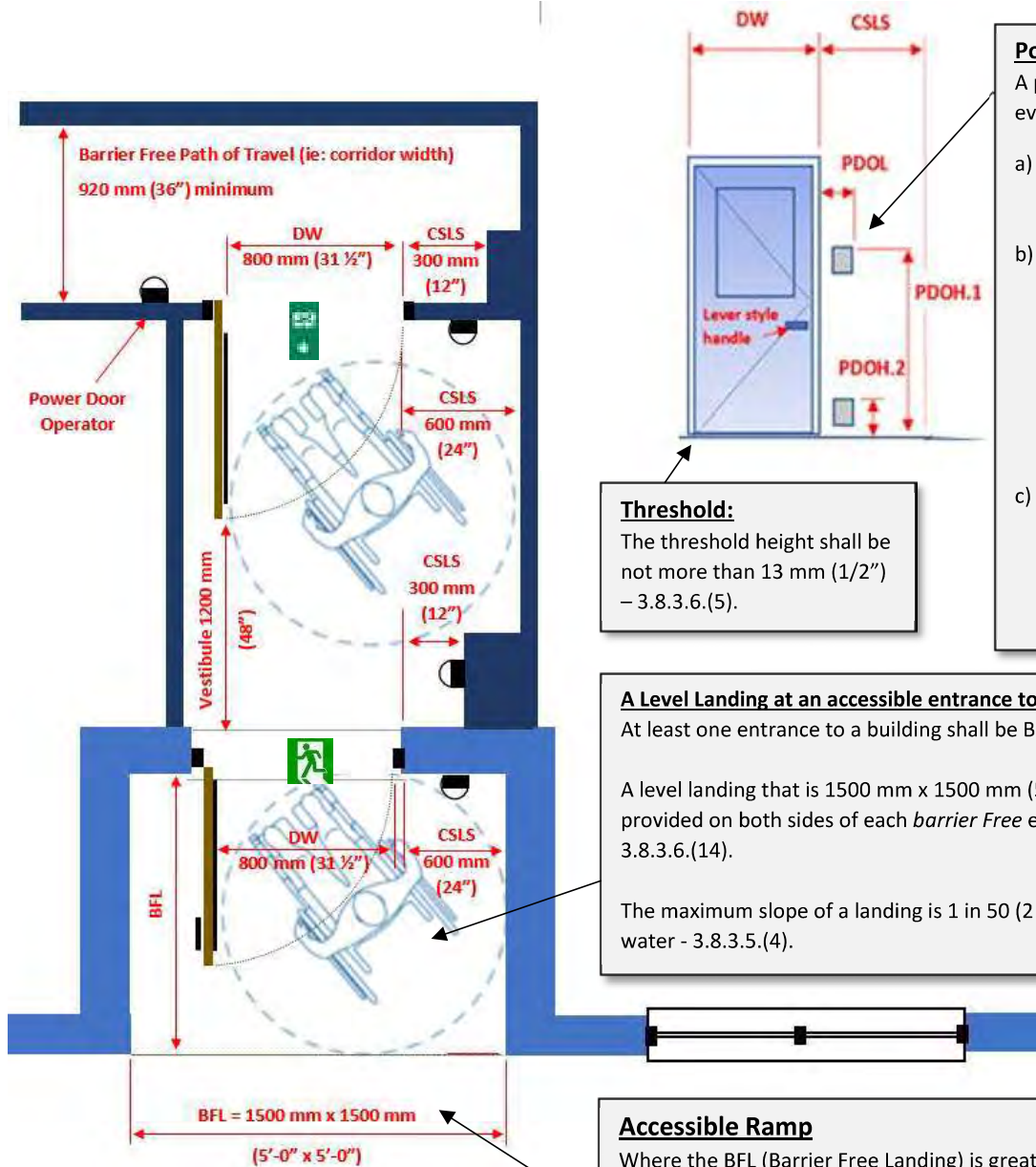
- All clearances underneath the lavatory sink shall be a minimum of 760 mm (30”) wide.

CONTACT US

Applicants may contact HRM to obtain the required Building Permit, or to speak to a Building Official for advice and clarification of any of the requirements outlined above, by visiting the Customer Service Center located at **5251 Duke St, 3rd Floor, Suite 300, Duke Tower, Halifax**, or by calling 311.

Accessible / Barrier Free Entrance Design

As required by the 2022 Nova Scotia Building Code Regulations (Accessibility Schedule "C") & the 2015 National Building Code of Canada



Power Door Operator:

A power door operator is required on every Barrier Free entrance where:

- The entrance is for a Hotel, Group B - Care or Treatment occupancy (i.e. a Care Home),
- The building or suite is more than 500 m² (5,382 ft²) in building area and contains a Group A - Assembly (i.e. Restaurant), a Group D - Business & Personal Services (i.e. Office), or a Group E - Mercantile (i.e. Store) occupancy, or
- Where it takes more than 38N (8 ½ lbs) of force to operate an exterior, or 22N (5 lbs) of force to operate an interior or sliding Barrier Free door.

Threshold:

The threshold height shall be not more than 13 mm (1/2") - 3.8.3.6.(5).

A Level Landing at an accessible entrance to a building:

At least one entrance to a building shall be Barrier Free - 3.8.2.2.(1). and (2).

A level landing that is 1500 mm x 1500 mm (5'-0" x 5'-0") in area shall be provided on both sides of each barrier Free entrance - 3.8.3.5.(1)(c). and 3.8.3.6.(14).

The maximum slope of a landing is 1 in 50 (2 %) where designed to drain rain-water - 3.8.3.5.(4).

Accessible Ramp

Where the BFL (Barrier Free Landing) is greater than 13 mm (1/2") above the ground, sidewalk or exterior parking area, an "Accessible Ramp" or walkway is required leading up to the BFL (Barrier Free Landing).

Please refer to an additional handout for the required details pertaining to an "Accessible Ramp".

Short Description	Description	Minimum	Maximum	Code Reference
BFL	Barrier Free Landing	1500 x 1500 mm (5' x 5')	No Limit	3.8.3.5.(1)(c).
CSLS	Clear Space Latch Side	300 mm (1'-0") door swings away or 600 mm (2'-0") door swings towards	No Limit	3.8.3.5.(1)(c).
DW	Doorway width (clear space)	800 mm (2'-7 1/2" or 31 1/2")	No Limit	3.8.3.6.(2).
PDOL	Power Door Operator Location	300 mm (1'-0")	1500 mm (5' or 60")	3.8.3.6.(6)(a).
PDOH.1	Power Door Operator Height - 1	900 mm (3'-0" or 36")	1100 mm (3'-7" or 43")	3.8.2.7.(1). and 3.8.3.6.(6)
PDOH.2	Power Door Operator Height - 2	150 mm (6")	300 mm (1'-0" or 12")	3.8.2.7.(1). and 3.8.3.6.(6)

St. Peter's United Church Hall

9917 Grenville Street, St. Peter's, NS

Accessibility Project 2025-2026

Work to be performed April 1, 2025 to March 31, 2026



**ST. PETER'S
UNITED CHURCH**



**Come in to the
Presence of God**
Sunday Service: 11 am
PO Box 201, 9915 Grenville St.
St. Peter's, NS
BOE 3B0

Addendum 2 of 2: Financial Details

Contact: Pierre LaRochelle
(902) 631-2822
pierreprfamily@gmail.com

Hall Accessibility Scope of Work	NOTES
<i>Rental Port-a-potty must remain accessible throughout the project. Construction worksite restricted to work area, stage and exterior of building. Dust barriers to be installed around work areas and along front of stage if used as a work area.</i>	
PARLOUR/FURNACE ROOM RENO	NOTES
Labour	
Demolish wall separating existing furnace room and parlour.	
Remove thru ceiling projections	
Remove abandoned 4" stack.	
Create panel door access over recessed power connections on wall	
Install new hung window to match other stage room windows	
Install new accessible enclosure around air exchanger	
Repair parlour in-wall cupboard as required.	
Install any subfloor repairs in furnace room, one trapdoor framing, underlayment throughout furnace, parlour, new washrooms and hallway as phased work progresses. Note: Slope floors or ramps at changes in level more than 13 mm. (Typical underlayment and vinyl =< 13mm)	
Drywall, patch and repair walls and ceiling	
Install new steps from stage.	
Install vinyl flooring throughout project area	
Install new flush trapdoor	
Install new baseboard and trims	
Electrical	
Remove abandoned router and phone cables.	
Reroute existing router to wall hung on north wall.	
Remove one, relocate other ceiling light with motion detector	
Install new duplex receptacle.	
Install baseboard heater and WiFi Thermostat	
HVAC - Labour - none	
Materials	
New ceiling level air exchange enclosure and access panel.	
New access panel frame and door around recessed electrical boxes.	
Relocation of ceiling light	
New ceiling tiles	
Subfloor repairs in furnace room	
Underlayment	
New vinyl floor covering	
New floor flush trapdoor	
Ceiling light with motion detector switching, Duplex receptacle.	
Baseboard heater and WiFi Thermostat	
New drywall for northwall repairs.	
ENLARGE EXISITING WASHROOM TO MAKE ACCESSIBLE	
Labour	
Remove existing north and east walls	
New subfloor and covering	
Enlarge and build new walls, drywalled both sides	
Exisiting Washroom Electrical	
Install wiring, light/exhaust fan motion detector, new overhead light, exhaust fan, WiFi baseboard heater, duplex receptacle.	
Relocate existing baseboard heater.	
Exisiting Washroom Plumbing - Remove and reinstall for new flooring profile (new underlayment and vinyl flooring).	
Exisiting Washroom HVAC - see electrical	
Material	
New walls framing, acoustical insulation, drywall, baseboard, trim, paint.	
wiring, light/exhaust fan motion detector switch, new overhead light, exhaust fan, WiFi receptacle, thermostat for exisitig baseboard heater.	
New 36"door	

SECOND WASHROOM	
Labour	
Install framing, acoustical insulation, drywall, baseboard, door and trim, painting, wall mounted change table.	
Electrical Labour	
Install wiring, light/exhaust fan motion detector switch, new overhead light, exhaust fan, WiFi baseboard heater.	
Install GFI receptacle	
Plumbing Labour	
Waterlines, drains, venting, toilet, sink	
HVAC: See electrical	
Materials	
New framing, acoustical insulation, drywall, baseboard, trim, paint.	
Change table, 36" door	
wiring, light/exhaust fan MOTION DETECTOR switch, new overhead light, exhaust fan, WiFi baseboard heater.	
New duplex receptacle.	
New subfloor and covering	
HALL DOOR	
Labour	
Enlarge door opening and install new 36" door in interior wood wall	
Material	
36" interior door	
SIDEDOOR RAMP	
Labour	
Extend existing ram to 1:12 slope	
Material	
Additional 12' ramp materials with railing	
MISCELLANEOUS Coincident Work	
Labour/Materials	
Electrical - Install WiFi thermostat and heaters in Office and Storage rooms.	
Electrical - Install WiFi thermostat and heater in south end of kitchen.	
Electrical - Install WiFi thermostat for exisiting wall heater on north end of kitchen.	
Miscellaneous	
Washroom signage	
Assisted Listening - WiFi or Bluetooth	
SIDE ENTRANCE WIDEN DOOR Currently adequate	
Labour	
Enlarge exterior door opening and install new 36" exterior door with window	
Material	
36" exterior door	
FRONT EXTERIOR ENTRANCE and RAMP	
Labour	
Install new ramp with 5' x 5' landing	
Electrical: Install new automatic door kit and interior/exterior buttons on exterior door.	
Material	
Ramp, landing and railing materials	
New automatic door kit for right leaf of exterior door.	

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& HALL UNITED CHURCH
C/O SHERRY BACCARDAX

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**** CHARGE QUOTE ****

Date	Loc	Quotation No.
06/05/24	02	BM0581-00

Time	Customer P.O.	Sales ID
13:13	RENO	PDS

Loaded by:	Checked by:	Delivered by:

Stockkeeping			Item Number	Description	Quantities	Price	U/M	Amount	T	L	
Ordered	Shipped	U/M									
2*****	EA	EA	3221076	*VANITY, RELAX WHT 30X19 W LMNT	2	549.990EA		1099.98	T	2	
2*****	EA	EA	3274932	TOILET, ELG 6L RAVNA3 WHT 16.5"	2	309.990EA	%	619.98	T	2	
4*****	EA	EA	3216754	*GRAB BAR, SAFETY STR WHT 1X24"	4	49.990EA		199.96	T	2	
4*****	EA	EA	PH36RH	P/H 6 PANEL 36" RH 4-5/8"	4	188.970EA	%	755.88	T	2	
25*****	EA	EA	2493KD	SPRUCE, KD 2X4X93 PREMIUM	25	4.970EA		124.25	T	2	
50*****	SHT	SR	1248	GYPROC, 1/2X4X8	50	17.970SHT		898.50	T	2	
3*****	BX	BX	1625904	GYPROC, PREMIX 17L WHT	3	38.970BX	%	116.91	T	2	
2*****	EA	EA	1625771	COMPOUND, SHEETROC 90 * 11KG	2	39.970EA	%	79.94	T	2	
10*****	EA	EA	2628053	BEAD, MTL 1-1/4"X1-1/4"X 8' 90DEG	10	4.290EA		42.90	T	2	
1*****	EA	M	M	*TAPE SCREWS	1	100.000EA	%	100.00	T	2	
1*****	CTNS	SN	238	NAILS, STRIP 2-3/8 2500 34DEG BRIGHT DH PAPER	1	52.990CTN		52.99	T	2	
1*****	CTNS	SN	314	NAILS, STRIP 3-1/4 2000 34DEG BRIGHT DH PAPER	1	59.990CTN		59.99	T	2	
15*****	SHT	SR	12412	GYPROC, 1/2X4X12	15	27.970SHT		419.55	T	2	
40*****	BDSL	SW	52H	*PLANK, VINYL STONEWEAR 5.2MM HACEME (19.7) 6X48	40	57.360BDSL		2294.40	T	2	
2*****	EA	M	M	*ELECTRIC HEATER THERMOSTA	2	125.000EA	%	250.00	T	2	
3*****	EA	ST	3STEP	PT, STRINGER 3-STEP	3	15.940EA		47.82	T	2	
12*****	FT	STP	10	SPRUCE, STAIR TREAD 1-1/8"X 11-1/4" (12'FT)	12	4.250FT		51.00	T	2	
4*****	FT	C	5600	SPR, HANDRAIL SPRUCE CL 1-1/4"X 2-1/4" (RANDOM)	4	6.490FT		25.96	T	2	
3*****	EA	M	M	*BRACKETS	3	4.990EA	%	14.97	T	2	
1*****	EA	VLHS	3635	H/SLIDER 36"X 35" JBM PRO SERIES	1	349.970EA		349.97	T	2	
300*****	FT	MFP	89001	MDF, CASING COL #8900 5/BX2-3/4X14FT	300	1.490FT		447.00	T	2	
3*****	EA	EA	2653613	*MLD, COVE BASE DRY BLK 4" X100'	3	109.990EA		329.97	T	2	
1*****	EA	EA	PH36RH	P/H 6 PANEL 36" RH 4-5/8"	1	188.970EA	%	188.97	T	2	
							Sub Total				
							GST/HST	Pg 1, Cont.			
							PST				
							TOTAL →				

HST No. 82918 8612RT0001

Quotation valid for 30 days

QUOTATION

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& HALL UNITED CHURCH
C/O SHERRY BACCARDAX

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**** CHARGE QUOTE ****

Date	Loc	Quotation No.
06/05/24	02	BM0581-00

Time	Customer P.O.	Sales ID
13:13	RENO	PDS

Loaded by:	Checked by:	Delivered by:

Stockkeeping			Item Number	Description	Quantities	Price	U/M	Amount	T a x c	
Ordered	Shipped	U/M								
2	*****	EA	1850624	*PRIMER/SEALER, LTX INT WH T 18.5L	2	129.990EA		259.98	T 2	
2	*****		EF4	ECOLOGY FEE	2	1.000		2.00	T	
2	*****	EA	1858910	*PNT/PRMR, LTX INT EGG HH WHT 18.2L	2	299.990EA		599.98	T 2	
1	*****	EA		*HOME INSTALLS LABOR	1	15000.000EA	%	15000.00	T 2	
25	*****	EA	2693KD	SPRUCE, KD 2X6X93 PREMIUM	25	8.370EA		209.25	T 2	
20	*****	SHT	14MER	PLY, MERANTI 5.2MM 4X8	20	24.470SHT		489.40	T 2	
2	*****	EA	TMOULD	*T MOULDINGS	2	37.990EA		75.98	T 2	
1	*****	EA	D36TRBV4	*S/DOOR, 36, IS, RH, DB, 4-5/8 VC JAMB, BM, VENT(2236) HANDICAP SILLS PANIC HWD CLOSURE PREP	1	9.990EA	%	9.99	T 2	
1	*****	EA	M	*CLOSURE HANDICAP PUSH	1	1500.000EA		1500.00	T 2	
								Sub Total	26717.47	
								GST/HST	4007.62	P
								PST	.00	
								TOTAL	30725.09	

P & K HARDWARE LTD
ST. PETER'S HHBC
902-535-2204

82918 8812 RT0001

HST No. 82918 8812RT0001

Quotation valid for 30 days

QUOTATION



St. Peters Home Hardware Building Centre
 P & K Hardware Limited
 P.O. Box 100, 9976 Grenville Street
 St. Peters, NS B0E 3B0
 Tel. (902) 535-2204 • Fax (902) 535-3403

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** CHARGE QUOTE **

Date	Loc	Quotation No.
06/05/24	02	BM0583-00
Time	Customer P.O.	Sales ID
13:11	RAMP	PDS
Loaded by:	Checked by:	Delivered by:

Stockkeeping			Item Number	Description	Quantities	Price	U/M	Amount	T L a o n c
Ordered	Shipped	U/M							
2	*****	EA	4408PT	PT, PAD 4X4X8 ACQ	2	18.970EA		37.94	T 2
10	*****	EA	DEKBLO	DEK BLOCK 4X4	10	9.970EA		99.70	T 2
10	*****	EA	PB1616	BLOCK, PATIO NAT 16X16	10	6.970EA		69.70	T 2
36	*****	EA	5616PT	PT, PAD 5/4X6X16 ACQ	36	18.970EA		682.92	T 2
38	*****	FT	RPT3	*RAIL PACKAGE #3	38		FT	.00	T 2
5	*****	EA	4408PT	PT, PAD 4X4X8 ACQ	5	18.970EA		94.85	T 2
5	*****	EA	2408PT	PT, PAD 2X4X8 ACQ	5	8.490EA		42.45	T 2
5	*****	EA	2608PT	PT, PAD 2X6X8 ACQ	5	13.490EA		67.45	T 2
114	*****	EA	22BPT	PT, BALLUSTER 42" SLIM	114	3.790EA		432.06	T 2
20	*****	FT	RPT3	*RAIL PACKAGE #3	20		FT	.00	T 2
3	*****	EA	4408PT	PT, PAD 4X4X8 ACQ	3	18.970EA		56.91	T 2
3	*****	EA	2408PT	PT, PAD 2X4X8 ACQ	3	8.490EA		25.47	T 2
3	*****	EA	2608PT	PT, PAD 2X6X8 ACQ	3	13.490EA		40.47	T 2
60	*****	EA	22BPT	PT, BALLUSTER 42" SLIM	60	3.790EA		227.40	T 2
	*****			RAMP 8 FOOT BACK STEP					
3	*****	EA	2837135	PT, PAD 2X8X8 ACQ	3	20.370EA		61.11	T 2
8	*****	EA	5612PT	PT, PAD 5/4X6X12 ACQ	8	14.770EA		118.16	T 2
1	*****	EA	4408PT	PT, PAD 4X4X8 ACQ	1	18.970EA		18.97	T 2
4	*****	EA	DEKBLO	DEK BLOCK 4X4	4	9.970EA		39.88	T 2
6	*****	EA	PB1616	BLOCK, PATIO NAT 16X16	6	6.970EA		41.82	T 2
4	*****	EA	2408PT	PT, PAD 2X4X8 ACQ	4	8.490EA		33.96	T 2
2	*****	EA	4408PT	PT, PAD 4X4X8 ACQ	2	18.970EA		37.94	T 2
24	*****	EA	22BPT	PT, BALLUSTER 42" SLIM	24	2.970EA		71.28	T 2
1	*****	EA	LABOR	*HOME INSTALLS LABOR	1	2500.000EA		2500.00	T 2
P & K HARDWARE LTD ST. PETER'S HHBC 902-535-2204								Sub Total 4800.44 GST/HST 720.07 P PST .00 TOTAL → 5520.51	

HST No. 82918 8812RT0001

Quotation valid for 30 days

QUOTATION

Chimney Removal Quote

R.M. Landry & Son Ltd.

554 HWY 247 L'ARDOISE
 PO BOX 223
 ST. PETERS NS B0E 3B0
 Ph. (902) 535-3346 Fax (902) 535-3662
 jason@rmlandry.com
 rmlandry.com

Quote

Q000010699

Date January 20, 2025
 Expires February 3, 2025
 Customer 1111


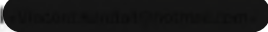
Bill To: CASH SALE
 RR2 ST PETERS

Ship To: CASH SALE
 RR2 ST PETERS

PO Number	FOB	Salesperson	Quote Date	Quote Number	
St peters united chu	Your dock		January 20, 2025	Q000010699	
Ship Via		Payment Terms	Reference		
Best way					
Part Number	Description	Ordered	Tax	Unit Price	Extended Price
50 BOOMTRUCK	BOOM TRUCK Chimney removal	2	FH	229.00	458.00
				Net Amount	458.00
				H.S.T	68.70
				Total	526.70

Electrical Quote 1

Re: Latest Scope Of Work Inbox

 Vincent Kendall 
to me →

Thu, Nov 14, 2024, 9:13 PM


Hi Pierre

The price is materials and labour and here is more or less the materials and labour cost for a completed job.

Wiring permit	145.00
Materials	3175.00
Labour	2960.00
Subtotal	6280.00
HST	942.00
Total	7222.00

Thanks
Vincent

Electrical Quote 2

 K & A Electric Ltd. koelectric@telikom.com Sun, Nov 17, 2024, 3:40 PM ☆ 😊 ↶ ⋮

to me →

Price to install new electrical in new washrooms with motion sensor's on lights and new heaters according to plans and run power to new handicap door openers would be : \$4750.00 plus HST

Pamell Carter
Sent from my iPhone

> On Nov 13, 2024, at 7:56 PM, Pierre LaRoche at Home <cmmentlami@gmail.com> wrote:
>
>
> Please find attached the **latest** scope of work after two site visits and review. Some minor updates highlighted in yellow.
>
> Electrical quotes to be submitted by end of day Monday, November 18, 2024.
>
> Includes new automatic door hardware with a wide swing to accommodate 32" opening.
>
> <image.png>
>
>
> Pierre
>

Electrical Quote 3

QUOTE 14/11/24

BN:843982422



St.Peters United church

Re: Accessibility Project 2025

- Remove/relocate electrical during Demo
- Wire rooms as discussed per Excel document
- Power feed and control wiring **only** for automatic door. Door opener provided and installed by other.
- Motion sensor switches and Wifi thermostats installed as per Excel document
- Labor to complete the job

All materials will be listed and supplied by Parker as discussed

Price before taxes \$4,650.00

Thank you

Earl Mombourquette
(902) 631-0837

Plumbing Quote 1



QUOTE

Landry Brothers Ltd

QUOTE # 01203
DATE: JANUARY 7, 2024

138 Hwy 320, Louisdale, NS, B0E 1V0
(p) 902-345-2720 (f) 902-345-2366
info@landrybrothers.ca

QUOTE IS VALID FOR 14 DAYS FROM THE DATE
ISSUED

TO: Pierre La Rochelle
St Peters United

	DESCRIPTION	UNIT PRICE	LINE TOTAL
	This quote includes material and labor for the following items: <ul style="list-style-type: none"> • Removal of existing toilet and sink • Rough in and finish work for 2 new 1/2 Bathrooms • The venting into existing 3" vent line • Run 1/2" and 3/4" hot and cold pex waterlines in crawl space and interior walls of bathroom • Replace leaking drainage lines in crawl space • 1 outside hose bib 	\$ 5,515.00	\$ 5,515.00
	Note: The following items are NOT included: <ul style="list-style-type: none"> • Fixtures (with attached fixture allowance) • Grab bars not included or installation of grab bars 		
		SUBTOTAL	\$ 5,515.00
		SALES TAX	\$ 827.25
		TOTAL	\$ 6,342.25

Quotation prepared by:

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR CONSIDERATION



QUOTE

Landry Brothers Ltd

QUOTE # 01204
DATE: JANUARY 7, 2024

138 Hwy 320, Louisdale, NS, B0E 1V0
(p) 902-345-2720 (f) 902-345-2366
info@landrybrothers.ca

QUOTE IS VALID FOR 14 DAYS FROM THE DATE ISSUED

TO Pierre La Rochelle
St Peters United

	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Fixture Allowance : 1- Ravenna 3 elongated high rise toilet 1- Ravenna 3 round front toilet 2- Proflo wall mount bathroom sink 2- 1 handle bathroom faucet	\$ 1,170.00	\$ 1,170.00
		SUBTOTAL	\$ 1,170.00
		SALES TAX	\$ 175.50
		TOTAL	\$ 1,345.50

Quotation prepared by:

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR CONSIDERATION

Plumbing Quote 2

Re: United Church Accessibility Renovations



Marie Prout <shimarccontracting@gmail.com>
to me

Tue, Nov 19, 2024, 6:01 PM



You're looking at around \$7200 for everything you want done.

FUNDING REQUESTS



Application

2025-26 Community ACCESS-Ability Program

Application Deadline: February 14, 2025 by 11:59pm

Applicants are strongly encouraged to contact the Program Officer to discuss their project before applying. Please refer to the grant guidelines to ensure you are eligible for this grant, based on primary function of your facility and total accessibility costs.

Section 1 – Applicant Information

Section 1 is for information only and does not impact scoring.

Name of Applying Organization (if applicable, as it appears in [NS Registry of Joint Stocks](#)):

St. Peter's-Grand River-Loch Lomond Pastoral Charge

[NS Registry of Joint Stocks](#) or [Federal Charity](#) number: 11919 8562 RR001

Mailing Address of Organization

Street Number 9,915 Street Name Grenville Street

PO Box (if applicable) 201 City/Town St. Peter's

County Richmond Postal Code B0E 3B0

Civic Address of Facility (if different from mailing address)

Street Number 9917 Street Name Grenville Street

PO Box (if applicable) City/Town St. Peter's

County Richmond Postal Code B0E 3B0

Contact Information of Chairperson / Chief / Senior Management

Name of Chairperson/Chief/Sr. Management Lead Dale Machin - Trustee Chair

Telephone (Primary) (902) 631-2026 Telephone (Alt)

E-Mail dale@capebretonrealty.com

Contact Information of Project Lead

Name of Project Lead Pierre LaRoche

Telephone (Primary) (902) 631-2822 Telephone (Alt)

E-Mail pierreprfamily@gmail.com

Organization E-Mail (if not listed above):

general.spuc@gmail.com

We strongly encourage organizations to establish an organization email so if there are organizational changes, the organization has a central email for record keeping and correspondence.

Type of Organization – select one

Our organization is one of the following:

- A not-for-profit Society registered with [Nova Scotia Registry of Joint Stocks](#), or
- A **Charity** or **not-for-profit Federal Corporation** with the Government of Canada, or
- Mi'kmaw Band Council, Prescribed Public Service Bodies (i.e. Municipality or Village) or
- Regional Centre for Education, post secondary institution or Conseil scolaire acadien provincial
- Other: _____

Primary Focus of Facility

What is the primary focus of your facility (check one)?

- | | |
|---|--|
| <input type="checkbox"/> Arts / Cultural Activities | <input checked="" type="checkbox"/> Community Based Activities |
| <input type="checkbox"/> Food /Wellness | <input type="checkbox"/> Heritage |
| <input type="checkbox"/> Religious | <input type="checkbox"/> Service Organization |
| <input type="checkbox"/> Sport and Recreation | <input type="checkbox"/> Library |
| <input type="checkbox"/> School/Education | <input type="checkbox"/> Health Centre |
| <input type="checkbox"/> Other _____ | |

Equity, Diversity, Inclusion, and Accessibility (EDIA)

Some useful resources for this section are:

- Nova Scotia Access by Design 2030: novascotia.ca/accessibility
- Nova Scotia’s Equity and Anti-Racism Strategy: [equity-and-anti-racism-strategy.pdf](#) (novascotia.ca)

Communities, Culture, Tourism and Heritage (CCTH) is committed to ensuring our programs and services are equitable, accessible, and inclusive. Understanding the demographics of our clients and people we serve will help us determine whether our programs, funding allocations, and processes are inclusive of Nova Scotia’s diverse communities.

Continued on the following page...

Please identify who your organization serves. Check all that apply. If you serve everyone, please select "General population".

- | | |
|---|--|
| <input checked="" type="checkbox"/> General population | <input type="checkbox"/> African Nova Scotian |
| <input type="checkbox"/> Persons of African Descent | <input type="checkbox"/> Mi'kmaq / Indigenous |
| <input type="checkbox"/> Racialized Groups / Communities | <input type="checkbox"/> Immigrants / Newcomers / Refugees |
| <input type="checkbox"/> People with disabilities | <input type="checkbox"/> Low income |
| <input type="checkbox"/> Youth (under 19 years) | <input type="checkbox"/> Seniors (65+ years) |
| <input type="checkbox"/> Acadian / Francophone | <input type="checkbox"/> 2SLGBTQIA+ |
| <input type="checkbox"/> Gender Diverse | <input type="checkbox"/> Men / Boys |
| <input type="checkbox"/> Women / Girls | <input type="checkbox"/> Gaelic / Gaels |
| <input type="checkbox"/> If not identified above, please specify: _____ | |

As part of CCTH's commitment to EDIA, we are interested to know if your organization's leadership is reflective of the communities you serve. See CCTH's EDIA commitment statement in our grant guidelines.

Does your organization's leadership (Board, staff, leadership, volunteers etc.) reflect the communities you serve (language, gender, lived experience or cultural identities, etc.).

- Yes
 Somewhat
 No
 Unsure
 N/A

Facility Inventory

Please answer the following questions about your facility:

- | | | | |
|--|--------------------------------------|-------------------------------------|---------------------------|
| 1. Does your facility currently offer free Wi-Fi? | <input checked="" type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> N/A |
| 2. Does your facility provide barrier-free access (i.e. ramp, or lift to enter the facility)?* | <input type="radio"/> Yes | <input checked="" type="radio"/> No | <input type="radio"/> N/A |
| 3. Does your facility have at least one accessible washroom?* | <input type="radio"/> Yes | <input checked="" type="radio"/> No | <input type="radio"/> N/A |
| 4. Are all or some of your hallway and door frames wide enough to allow a wheelchair to pass through?* | <input type="radio"/> Yes | <input checked="" type="radio"/> No | <input type="radio"/> N/A |
| 5. Does your facility have a commercial kitchen? | <input type="radio"/> Yes | <input checked="" type="radio"/> No | <input type="radio"/> N/A |
| 6. Does your facility have an emergency backup generator? | <input type="radio"/> Yes | <input checked="" type="radio"/> No | <input type="radio"/> N/A |
| 7. Does your facility have an Automatic External Defibrillator (AED)? | <input type="radio"/> Yes | <input checked="" type="radio"/> No | <input type="radio"/> N/A |

* See [NS Building Code](#) or [National Standard CSA-B651](#) for guidance.

Section 2 – Project Overview

Starting in Section 2, unless otherwise stated, your answers are scored and/or considered in eligibility assessment.

2.1 Project Title: SPUC Accessible Washroom(s) and Ramp Installation

2.2 Provide a short description of the proposed project (1-2 sentences):

This project will enlarge an existing washroom and doorways, convert a parlour area and old furnace room to a universal washroom and parlour; and add new exterior ramp.

Project Start Date: 06/01/2025 Estimated Project End Date: 10/31/2025

(no earlier than April 1, 2025 or file open date)

Total Cost – Accessible components*	\$ 52,107.55	Amount Requested	\$ 34,738.36
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* This total will auto-populate from the financial table in Section 5. Based on grant criteria, **Amount Requested** should not exceed 66% of **Total Cost - Accessible Components**. Total request can not be greater than \$50,000.

Section 3 – Organization and Facility Overview

Please respond in the blank spaces provided, where applicable. If more space is needed, please add attachment.

3.1 Property Ownership or Lease*

Our organization:

- Owns the property where the work will take place.
Please **attach a copy of the deed**. If a deed is unavailable, please attach a copy of the most recent Property Tax Assessment.

or

- Maintains a long-term lease of at least 5 years with the owner of property where the work will take place. Please **attach a copy of the lease**. If a lease is unavailable, please attach a recent letter from the property owner, confirming the term of lease and approval of the proposed project work.

* Ownership may be verified at any time during the review process. If the property is leased, the owner may be contacted.

3.2 Organization Overview

Answer the following question in 3-4 sentences/bullets:

- a. Tell us about your organization, including the year it was established, and how your organization is governed.
- b. Tell us about your primary mandate or purpose.

The church was created in 1888 and celebrated its 136th anniversary October 15, 2024. The St. Peter's United Church, located in Richmond County, serves the area of St. Peter's, Grand River and Loch Lomond and is known as the St. Peter's-Grand River-Loch Lomond Pastoral Charge. The church, church hall and manse in St. Peter's are the sole United Church properties remaining in the served area that has amalgamated in the last decades.

The church belongs to the United Church of Canada which has a General Council, a General Council Executive and 16 Regional Councils. We belong to the Bermuda-Nova Scotia Regional Council. We are an inclusive organization. In 2019, the United Church accepted the Calls to the Church by the Caretakers of our Indigenous Circle to remove structural barriers so that the Indigenous Church can determine its place and structure within the United Church of Canada.. This was a document that envisioned a self-determining Indigenous Church founded on Indigenous knowledges and teachings. The remit is an expression of the spirit of the vision as an evolving church. The Unified Board of the St. Peter's - Grand River-Loch Lomond Pastoral Charge voted in the affirmative at its June,2023, meeting. The Bermuda-Nova Scotia Regional Council also voted" yes" to the remit.

Locally, in our Community of Faith, we have a Board of Trustees co-chaired by Dale Machin and Glendon Cameron, fourteen Unified Board Elders with a Unified Board Executive co-chaired by Pastor Keith Wiseman and Marc Stone, and various subcommittees including Property Maintenance and Oversight.

In 2023 our Unified Board developed and began living the Visioning Goals and initiatives that came about through discussions with members of our community of faith. Highlights of some of these regular and new initiatives relate to deep spirituality, bold discipleship and compassionate service. We continue to provide outreach through regular visitation, support through Mission and Service and donations to the St. Peter's Food Bank and other outside initiatives. We have included the wider community as well as our indigenous neighbors. We actively encourage and support use of our facilities.

3.3 Facility Overview

3.3.1 Tell us about your **facility** in 3-4 sentences/bullets:

- a. Please describe the overall facility and the primary function(s) of the facility you are seeking funding for.
 - Include details such as the main users or tenants of your building, what are the main programs or services offered, who is the primary demographic served, who are your common partners in program delivery or access to the facility?
- b. Name any accessibility components and/or distinct features your facility has.

There are currently only three halls in the village available for public use. A larger Lion's hall, kitchen and stage, a smaller seniors hall and kitchen and our medium sized hall, kitchen and stage. A fourth venue, the Firehall space, stopped rentals two years ago. Our church hall rentals have increased steadily over the same time period. The church itself has been the venue for musical related events. The central location of our property on the main road through the village adds to its visibility and use.

The majority of the hall usage is due to events or programs organized by individuals and groups other than our own committees. The primary use by others is for recreational programs directed at adults including dancing, yoga and chair yoga. Artisan markets, private celebrations, public meetings, and public concerts also use the venue. When the church is used for a main event, the hall is often used for post event activities, typically including food services. All these activities are open to the general public and enjoyed by all ages.

We have only one small washroom in our hall to service both the church attendees and any hall users during the week. The washroom is undersized by any standard, accessible via a steep ramp and narrow exterior and interior doorways. Lack of accessibility from outside and within is concerning as the age of our number and age of our participants increases. Now is the time to get in line with the accessibility 2030 guidelines.

Section 4 – Project Details

4.1 Project Need and Planning

4.1.1 Tell us about the proposed project by answering the following questions:

- a. Provide a brief summary of the work to be completed and an overview of the implementation timeline. If there are multiple components to this project, which items are the priority?
- b. How was the need identified? If applicable, in what ways are climate change, and/or resiliency to extreme weather events, informing the need for this project and/or your decisions and design?
- c. Renovations, and new builds, are to be built to an accessibility standard (see [CSA-B651](#) or [NS Building Code](#)). How will you ensure this standard is met?
- d. **Attach photos of the barrier.**

The work is detailed in the attachment entitled:

Please see Addendum 1: Scope of Work for a detailed outline

In summary the scope is:

1. Demolish the single existing washroom.
2. Repair floors.
3. Frame new walls
4. Roughins and gyprock for reconfiguring the space with the parlour and recently abandoned furnace room to create two washrooms, one totally to Universal standard. the remaining space will be repaired and finished to create both a parlour and greenroom with access to the existing, currently, isolated stage.
5. Install all fixtures.
Install new flooring and all finishes.
6. Install a new wheelchair ramp at the front entrance complete with door opener
7. Create a barrier free pathway from the interior of the hall to the two washrooms.
8. Lengthen the side ramp to the hall side door to meet building code. Leave landing under sized as for vehicle throughfare.

The above work has been estimated at taking about three - five weeks depending upon the availability of trades and in-kind resources.

4.2 Community Outcomes and Benefit

4.2.1 If your project is successful, tells us about the expected benefits:

- a. What will be the *primary* outcome (change or impact) of this project or investment?
- b. Who will benefit *most* from this project? Who else will benefit?

The primary outcome of this project is that an environment of universal accessibility will be created by providing a proper access ramp and landing to the hall, access through the hall to an enlarged washroom, new universal washroom and a reconfigured parlour.

The added accessibility will make the facility more attractive to community groups in general and those specifically concerned with access for all ages independent of mobility issues.

4.3 Community Engagement and Inclusion

- 4.3.1
- a. Explain in detail how this project or your organization fosters community engagement and inclusivity.
 - b. Demonstrate how this project or your organization strives to include the broader community, and how you work to include groups that are traditionally **underrepresented**¹ and/or **underserved**² in your area.

Accessibility to venues and washroom facilities is a concern that spans all demographics. We strive to offer our hall to all independent of race, ethnicity, gender, sexual orientation, disability, socioeconomic status, or other characteristics.

¹ **Underrepresented:** An underrepresented community refers to a group of people who are not adequately represented or have limited presence or visibility in certain domains or contexts, such as social, political, economic, educational, or cultural spheres. These communities typically experience marginalization, discrimination, or exclusion due to various factors, including race, ethnicity, gender, sexual orientation, disability, socioeconomic status, or other characteristics.

² **Underserved:** The term “underserved” implies that the community is not receiving or has not received an adequate level of support or attention from institutions, organizations, or government agencies. This lack of access can manifest in various areas, including health care, education, employment, housing, transportation, social services, and access to sport, physical activity and recreation.

4.4 Project Viability & Sustainability

4.4.1 Tell us about your organizational capacity:

- a. What are some other projects your organization have accomplished that demonstrate your capacity to complete the project you are seeking funds for? Provide details like year, approx. project cost and final result.
- b. Project team: Who will provide leadership, oversight, and management of this project? Please provide name(s), title(s) and project role and relevant skills or experience.

During 2023 and 2024 the Property and Maintenance Committee identified the need and received trustee and congregational support to plan and implement modifications to the church and hall to reduce energy consumption. This \$163.6K project involved finding and raising funding through to project management, construction supervision and acceptance of the completed work.

The \$123K work to the hall included 28 small window replacements, basement crawl space insulation, electrical service upgrade, electrical heaters, solar panels, furnace & oil tank removal, new eavestrough, 2 heat pumps, energy efficient light bulbs & fixtures, dehumidifier, weeping tile.

The \$40.6K work in the church included replacement of 12 windows, electrical service upgrade, 2 heat pumps, additional duplex receptacles, new ceiling fan and energy efficient light bulbs.

The project leader of the project is Pierre R. LaRochelle, ex P.Eng. Ontario and P. Eng. Nova Scotia, and a member of the Property Maintenance and Oversight Committee. Pierre worked on Phase I and has worked as the project manager and onsite representative for numerous engineering companies and contractors constructing private and public facilities in Canada and overseas. Google: "LinkedIn Pierre R LaRochelle"

Section 5 – Project Budget And Funding

Complete the tables below with all eligible project costs to determine total project cost.

Please see grant guidelines for full guidance on project budget inclusions and what is eligible or ineligible.

Total Cost of Accessible Components

- List the entire cost of the accessible project you are seeking funding for
- As feasible, separate costs by vendor/supplier based on quotes.

Selected Vendor/Supplier & in-kind	Description (components, details or math for in-kind)	Amount	Quote/Estimates Attached? (if No see section 5.1)
Home Hardware	Demolition, Repair and Construction Labour & Materials	\$ 26,717.47	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Home Hardware	New and modified exterior ramps Labour and Materials	\$ 4,800.44	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
R.M. Landry & Sons	Chimney Removal, Labour	\$ 498.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
V&L Electric Ltd	Electrical Labour & Materials	\$ 6,380.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Landry Brothers Ltd	Plumbing Labour and Roughin Materials	\$ 5,515.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Pierre LaRochelle	Project Management	\$ 1,400.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Contingency	15%	\$ 6,796.64	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
Total Est. Project Cost		\$ 52,107.55	

Project Funding Sources – List all funding sources, including section for donated and in-kind contributions. If **ALL** components and costs of your project are direct investments in accessibility, please just complete the accessible components finance table below.

Funding Source	Description	Amount	Funding status (required)	
			Confirmed	Pending
Applicant cash contribution (reserves, revenues, loans, donations)	SPUC Reserves	\$ 2,911.18	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Federal Government Funds	NA		<input type="checkbox"/>	<input type="checkbox"/>
Municipal Government Funds	Richmond County Improvement Fund	\$ 5,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Provincial Government Funds	NA		<input type="checkbox"/>	<input type="checkbox"/>
Other	Hunter Church Building Fund	\$ 5,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

In-Kind/Volunteer contributions – If applicable, please provide math and details on in-kind contribution, ie. # of hrs x hourly rate, or discounts on materials/equipment. Attach a separate document as needed.

In-kind Labour	PM, Finishes, Chimney removal	\$ 3,960.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In-kind Materials	NA		<input type="checkbox"/>	<input type="checkbox"/>
In-kind Equipment	Boom Truck	\$ 498.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In-kind Other			<input type="checkbox"/>	<input type="checkbox"/>

Total Project Funding	\$ 17,369.18
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Amount requested should be total cost-accessible components less total funding sources. Request can be no more than 66% of total cost-accessible components and the request can be no more than \$50,000.

Amount requested from grant: _____ **\$ 34,738.36**

Complete below sections as needed.

5.1 If Applicable to Your Submission:

Applicants are required to demonstrate competitive pricing and attach all quotes. If relevant, **please include any pertinent details and/or rationale about your project budget, quotes, vendor selection or contingency.**

For example:

- If 3 quotes are not possible, provide rationale and/or details on all attempts to secure quotes from suppliers.
- **OR** fully outline, or attach, the procurement process you plan to undertake for this project.
- Add attachments as appropriate.

St. Peter's is a small village on Cape Breton Island. The material supplier is the only local supplier and patron. We were able to contact three electricians and two plumbers. A third may be found willing to bid but historically have been difficult to find.

5.2 Optional:

Please include anything else you would like to share with us about your project.

This section is not scored.

This project follows the church's Phase I initiative to make the hall energy efficient, environmentally healthy and reduce operating costs. Phase 1 is now completed and replaced reliance on oil heat with heat pumps, solar panels and electrical base board heating. A crawl space dehumidifier and an air exchange system was also put in place servicing the space. This allows us to minimize charges to others in our outreach to support the needs of a varied cross section of the community, not only our congregational needs.

Section 6 – Checklist

Applications are considered complete when the following required and applicable items are included in your application package at the time of submission. Please check the boxes below.

Incomplete applications may be considered ineligible.

Required Items

- All 2025-26 information sections are complete, and all questions are answered.
- A copy of proof of **property ownership/leasing** is attached, as mentioned on Page 4 of this Application Form.
- Images of the facility are included, showing area(s) where project work will take place. Pictures may be taken from a distance if area is not safely accessible
- Detailed Estimates** and Justification of Bid Selected: a minimum of 3 bids recommended on contracted work. If 3 bids can't be obtained, please explain why in Section 5.1. Provide justification of bid selected if it is not the lowest one received.
- If the project has significant in-kind labour or donated materials, please include a separate detailed breakdown of in-kind contributions. See labour rates in guidelines.
- Proof of skilled labour: Provide a copy of the contractor's professional ID card, if using skilled labour as an in-kind contribution in the project.
- The Application Form has been signed and dated by signing authority(ies), on Page 14.
- Applicant has disclosed if they have, or intend to secure, funding from another source(s) for this project.

If Applicable Items

- Any relevant supporting documents are attached (e.g. feasibility studies, photos, letters of support, accessibility audits, needs assessments, organizational plans or project phase overview)
- Copies of permits and reports, where required or applicable. This may include needs assessment, lifecycle plans, building/inspection/occupancy permits.
- Confirmation of confirmed revenues/grants/in-kind contributions.

Applicants should receive an email confirming that their application was received. If you do not receive this email, please contact AccessAbilityGrants@novascotia.ca or (902) 233-8379 within 2 weeks of submission.

Section 7 – Consent and Declaration

Consent (please check boxes below to consent)

- I consent to the sharing of my information with other government departments, organizations or contractors that the Department of Communities, Culture, Tourism and Heritage (including African Nova Scotian, Acadian and Gaelic Affairs) or Arts Nova Scotia has a data sharing agreement with.
- I consent to the Department of Communities, Culture, Tourism and Heritage (including African Nova Scotian, Acadian and Gaelic Affairs) or Arts Nova Scotia adding my name, mailing address and e-mail to a distribution list to receive updates on programs, services, news and events.

Declaration

As a representative of an organization:

- I have carefully read the application guidelines and eligibility criteria for this program, and
 - I confirm that the organization I represent meets the eligibility criteria to the best of my understanding.
 - I am aware that all overdue final reports, where applicable, for previously funded applications must be submitted and approved before any additional requests or applications for funding can be considered.
 - I understand that my current application may not be eligible if any of my final reports have not been submitted and approved.
 - I will act as the representative of the organization and will keep all participants informed of the application content and any funding decision.
- I accept all the declaration statements above that are applicable to me as a representative of an organization. I understand that not accepting these statements as true may affect eligibility for this funding application.

Signature of Signing Authority (Position/Title & Print Name)

Date

Section 8 – Contact and Submission

Please send your completed application to us by email, fax or date stamped in the mail on or before the deadline.

Program Officer: Paul Tingley

Submit

E-mail: AccessAbilityGrants@novascotia.ca

Phone: (902) 233-8379

Fax: (902) 424-0710

Mail: Communities, Culture, Tourism and Heritage

Communities Nova Scotia
PO Box 456 STN Central
1741 Brunswick Street
Halifax, NS
B3J 2R5

**THE HUNTER CHURCH BUILDING FUND
APPLICATION FORM 100**

DATE RECEIVED:	
DATE PROCESSED:	
GRANT APPROVED:	
DATE NOTIFIED:	
DATE COMPLETED:	

**Please Complete Two (2) Copies: Keep one for congregation’s file.
Forward original (email or by post) to the Bermuda-Nova
Scotia Regional Council.**

Note: The Bermuda-Nova Scotia Regional Council Property Committee (PC) must approve this application before it is forwarded to the Hunter Fund Trustees. The deadlines for submission to the Property Committee are: by **mid-March, September 30** or **November 30**, in advance of the Hunter Fund Trustees meetings in May (Regular Grants Review), October (Regular Grants Review) and December (Special Grants Review).

PLEASE READ ATTACHED FORM 100A RE: PROCEDURES AND GUIDELINES

1. CONGREGATIONAL INFORMATION:

Name of Congregation:	St. Peter’s United Church	Place:	St. Peter’s, NS
Pastoral Charge:	St. Peter’s - Grand River - Loch Lomond	County:	Richmond
Number of Households under pastoral care:	115	Number of resident members:	68
Number of identifiable contributors:	69		
Date of last Hunter Grant:	Cert of Comp June 2023	Amount of last Grant	\$6,000
Amount paid (last calendar year) for salary & operation of this congregation:			\$127,704
Income expected from investments, endowments, etc., for current year:			\$3,550
Amount of liabilities (other than operational budget) for current year:			\$0

2. DESCRIPTION OF PROJECT: (text box will expand as you type, or attach additional sheet if needed)

This project provides for the reconfiguring of the existing single washroom, parlour room and abandoned furnace room to accommodate a new accessible washroom, a second washroom and, unique to the village, a greenroom off the stage. Includes creating interior barrier free access to the washrooms from a new wheelchair access ramp and automatic door opener at the front entrance; enlarge of the side vestibule entry and lengthen side ramp. Will enhance the user environment with signage and some additional baseboard heaters.

Please see attachments for additional design and cost details.

Warden's Report: May 2025

Event	Organization/Issue	Date(s)
NSFM Spring Conference	Conference	May 1 and 2, 2025
Monthly meeting (Virtual) re: Green Hydrogen	Meeting	May 1, 2025
Meeting with D. Graham re: Engage NS	Meeting	May 1, 2025
Celebration (Battle of Atlantic) Legion Br. 150	Ceremony	May 4, 2025
Flag Raising: Gaelic Month	Ceremony	May 5, 2025
Housing Meeting: Shaw Development	Meeting	May 5, 2025
Meeting with SAERC Student Coop Placement	Meeting	May 5, 2025
Personnel Committee Assignment, EDPC	Meeting	May 6, 2025
Richmond Co. Collaborative Network (Virtual)	Meeting	May 7, 2025
Meeting with Developer	Meeting	May 7, 2025
Meeting with Resident re: Fire Services	Meeting	May 8, 2025
NSFM Monthly Training (Virtual)	Professional Development	May 12, 2025
Telile Interview: monthly "Talk to Warden"	Media	May 13, 2025
Strait of Canso OSW Talk Force (Virtual)	Meeting	May 13, 2025
Housing Forum: Chamber of Commerce	Conference	Wed., May 14
Superport Planning Committee (Virtual)	Meeting	Wed., May 14
Mayors/Wardens/CAOs Meeting re: coastal action	Meeting (virtual)	Wed., May 14
Attended Open Houses in St. Peter's	Event	Thu., May 15
Meeting re: Budget Mtg dates with CAO	Meeting	Fri., May 16
World Hydrogen Summit (including travel days)	<i>On behalf of Energy Manager</i>	May 20 to 23
Access Awareness Week Flag Raising	Ceremony	May 26, 2025
Access Awareness Awards' Ceremony	Ceremony	May 26, 2025
STAC Event in Louisdale	Event	May 28, 2025
Sod Turning for St. Anne's Centre	Ceremony	May 28, 2025
Personnel Committee Assignment, EDPC	Meeting	May 28, 2025
Community Evacuation Course	Training	May 29, 2025
Move it Event – Access Awareness Week	Event	May 29, 2025
EverWind Student Tours	Event	May 30, 2025
Media related to fire in Framboise	Media	May 29 to 31

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

Memo

From: Brent Sampson, Deputy Warden

To: Council via package for Committee of the Whole on June 10, 2025

Date: June 5, 2025

Re: Agenda items: Credit Freeze

I'd like to ask council if they would support sending a letter to the province asking for them to consider legislation of a credit freeze like what exists in Quebec. I've attached an article from last year to give some context. It does state that Nova Scotia was looking into it at the time but I'm fairly sure it never happened as this exact thing was being discussed recently on radio that made me aware of it.

Given the situation with NSP I think I think it may be more important now than ever. [Credit freezes help stop identity fraud — so why are they only offered in Quebec? | CBC News](#)



Memo

To: Municipal Council
From: Troy MacCulloch, CAO
Date: June 5, 2025
Re: Administration Operations Report, May - June 2025

Administration

Continuing bylaw/policy development:

- Upcoming: Municipal Fees Policy, Guidelines for the Designation and Use of Off-Leash Dog Areas, Travel and Expense Policy, Hospitality Policy
- In progress: Dog Control By-Law - Public hearing scheduled for June 24 @ 6 p.m.
- Proposed edits to the Capital Improvement and Development Policy to open the application window and make it more accessible to developers that will better align to Provincial and Federal opportunities/application deadlines.

Green Hydrogen Engagements:

- Monthly/biweekly meetings with Sector Dev, Everwind, Bear Head, Net Zero, Clean Foundation, and provincial departments

Economic Development:

- Land inventory/map with EDPC (draft completed; refining underway)
- New webpage under consideration for Point Tupper via Strait of Canso site

Alerts & Registry:

- Voyent Alert launched April 1
- Vulnerable Persons Registry launching May 1

Other Ongoing Initiatives:

- Short-term rental and marketing levy coordination with EDPC/Province
- Cell tower upgrades with Public Safety NS – lease for tower in Stirling is now fully executed.
- Deer count study - meeting with NRR coming in the next couple of weeks.
- Flood hazard modeling with Province and Baird is about to go to Tender
- Meetings with Community Solar Proponents – Community Engagement has been completed for this stage of their development
- Climate Ready Plan is set to begin this summer - Federal
- Coastal Cohort for the Community Climate Capacity Grant – we are application stage. They have accepted our EOI – Expression of Interest.
- Working on the CEEP, Community Energy and Emissions Plan through Clean Foundation and Quest Canada

Energy Sector Development

Offshore Wind Centre of Excellence:

- Project consultants, AECOM, are still developing a final draft version of report.

- Conversations are ongoing with existing organizations, incl. Net Zero Atlantic, the Province and Dalhousie University, about next steps following the publication of the report.

Strait of Canso Clean Fuels Domestic Use Strategy:

- Procurement commenced on 15 May with a closing date of 12 June.
- There is a good bit of interest in the tender – quite a lot of questions from various consultants have been responded to.
- Expecting to award the contract before the end of June.
- Strait of Canso Ports Green Energy Value Proposition:
- Project to showcase our ports' current and future capabilities in the green energy sector.
- Engaged NovaStream to carry out digital development of project and host on www.TheStraitofCanso.ca
- Very positive engagement with port owners on project, and all have expressed desire to be part of it.
- Photography (incl. drone) will take place 10-13 June.
- Further engagement with port owners on content presentation will take place in the following weeks.
- Project is expected to be completed and website launched during July.

Other Sector Work:

- Admin support for the Strait of Canso OSW Task Force.
- Supporting the formation of Port of Antwerp-Bruges Sub-Committee of the Chiefs, Mayors and Wardens of the Strait.
- Had meetings with Clean Foundation about the QUEST Canada program – trying to understand the benefits of developing a Community Energy and Emissions Plan for Richmond County.

Information Technology (IT)

Current IT Initiatives:

- Budget estimations have been submitted. Items will begin to be implemented as soon as approved. This includes upgrades to our PC fleet, local NAS, security systems, backup systems, and other infrastructure upgrades.
- Documentation on the Municipalities IT Requirements vs. Solutions that outlines requirements for cyber-security, insurance, operations, etc. vs. the solutions we currently have or need that meet those requirements have been created. This is especially useful in defining and analyzing our current IT position and forward plan, especially in terms of budget.
- Documentation of infrastructure and user risk assessments and vulnerabilities as they pertain to threat vector and attack vector analysis is underway. This is required to further define our current position and forward plan.
- Approved budget items regarding solutions need to be procured for implementation.
- VPN into the Municipal Office is now operational. However, work still needs to be completed to provide NAS access when connected via VPN.
- Improvements to remote access for PW and office staff will be made operational this month.
- Internet upgrades to PW facilities are going to be scheduled this month.

- SharePoint sites will be created for documentation libraries, and we will begin to introduce them to appropriate staff.
- Backup Systems upgrades need to be implemented.

Ongoing Work:

- Maintenance of all IT systems.
- Upgrades and improvements to the networks at the Municipal Office and PW facilities.
- Documentation for policies, procedures, training, etc. as related to IT operations.
- Converting Notes data to Outlook and providing to user

Emergency Management and Fire Services

Recent Wildfire Response Activities:

- Wildfire after-action session debrief with VFD crews and DNR – June 4th
- CBRM – Responding to the interface: Wildfire – June 3rd and 4th

Committees:

- Fire Protection Services Committee (FPSC)
 - The next meeting is Sept 24th
- Seniors Take Action Coalition (STAC)
 - Community Showcase – May 28th - *Completed*
- Climate Ready Plan Process Community of Practice Sessions
 - May 15th and June 17th
- Fire Service Association of Nova Scotia (FSANS)
 - Special Meeting regarding Governance Review being undertaken – May 13th
 - Board of Directors Meeting – May 25th - *Completed*

Key dates:

- NSDEM – Nova Scotia Department of Emergency Management
 - Regional Emergency Operations Centre (REOC) / Regional Emergency Management Organization (REMO) session – May 20th – 21st - *Completed*
 - Richmond County Community Evacuation and Re-entry Course for Municipal and First Nation emergency management partners – May 29th – *Completed*
 - CBRM County Community Evacuation and Re-entry Course for Municipal and First Nation emergency management partners – May 2nd
 - Guysborough County Community Evacuation and Re-entry Course for Municipal and First Nation emergency management partners – June 19th
 - Training plan and exercising – June 10th Nova Charlie Exercise
 - Meeting regarding NS REX 1 exercise – June 23rd
- Office of the Fire Marshall (OFM) Local Assistant Training for VFD Chief officers – May 31st - *Completed*
- Fire Services purchasing and equipment needs discussions - ongoing
- County Dry Hydrant mapping - ongoing
- Richmond County Collaborative Network Session – May 7th – *Completed*

Department of Community Development and Recreation

Planning:

- Summer program planning is underway.

- The Richmond Reflections Newsletter Summer Edition scheduled to be delivered to homes by end of June 2025
- The Recreation Advisory Committee currently has one citizen appointee vacancy

Inclusion & Accessibility:

- The IDEA Committee currently has one citizen appointee vacancies.
- Hosted the Mel Hebb Scholarships
- The committee presented the first Richmond County Accessibility Community Champion Awards to Holly Sampson, Barbara MacNeil and Maurine Samson

Community Projects & Initiatives:

- The May 2025 Volunteer of the Month is Stacey MacRae District 4
- Staff participated in the Community Showcase hosted by Seniors Take Action in Louisdale
- Staff participated in the ACTing Collectively watch party

Department of Finance

Budgeting & Reporting:

- Financial Reporting for 2023-2024 has been submitted to the province
- Preparing for Audit
- We have currently presented Drafts of our Funding Contributions and Capital Budgets and are currently working on our Operating Budget for 2025/2026.
- We will be presenting the Draft Operating Budget on June 9, 2025.

Taxation & Operational Tasks:

- Tax Sale will be held on June 6, 2025
- The auditors will be in on June 16th, 2025

Staffing & Training:

- Ongoing training to backfill Finance roles

Department of Public Works

Capital Projects Update:

- Capital budget discussions for 2025/26 ongoing.
- Water / Wastewater Capacity / Condition Assessment – draft report expected in May.
- Construction and Demolition Debris Landfill Expansion engineering work - awarded and in progress.

Solid Waste Management

- 2025 Heavy Collection complete.
- Extended Producer Responsibility Regulation implementation date December 1, 2025. In negotiation with Circular Materials (Producer Rep) for curbside collection services and use of transfer station.
- Moving forward with setting up a Product Care Recycling Light Recycling Program at the Richmond Solid Waste Management Facility. The program ensures that recyclable materials from lighting products do not end up in landfills. There are no other depots in the Municipality.

Richmond Water Utility:

- NSECC annual reports submitted.
- NSECC audit of Louisdale Water Treatment Plant completed May 7.

Richmond Sewer:

- NSECC annual reports submitted.
- NSECC audit of Arichat and PDG Sewage Treatment Plants completed May 7.

Buildings

- Structural assessment of Richmond Arena roof completed, report provided.

General

- Capital / Operating budget preparation ongoing

Upcoming Council & Committee Meetings

- June 18, 2025 – RCMP Advisory board, 6:00 p.m., St. Peter's Detachment
- June 24, 2025 – In Camera Session, 5:30 p.m.
- June 24, 2025 – Public Hearing, 6:00 p.m., Council Chambers
- June 24, 2025 – Regular Council Meeting, 7:00 p.m., Council Chambers



May 2025 Volunteer of the Month – Stacey MacRae

Since her transfer to Cape Breton in 2009, Stacey has been a true community champion, consistently promoting the region and everything it has to offer.

When she's not serving as a dedicated RCMP officer, Stacey can be found leading spring and summer cleanup efforts, often seen collecting litter along the roadsides of Richmond County. So far this season, she has gathered an impressive 83 bags of garbage, well on her way to reaching her goal of 100 bags.



In addition to her law enforcement duties, Stacey is actively involved in numerous community initiatives, including local bike safety rodeos and the beloved Festival of the Trees.

Please join us in recognizing Stacey for her hard work, dedication, and commitment to her community.

We thank you for all you do for Richmond County!



We are happy to announce that *Harbour Wars 2025* will take place on August 16th in Little Harbour, Richmond County. As in years past we continue to raise funds for the Cape Breton Regional Hospital Foundation's Tom MacNeil Cancer Patient Care Fund, and we are reaching out to offer you the opportunity to become involved in this amazing community fundraiser by becoming a *Harbour Wars 2025* sponsor. Because of our sponsors generosity in the past 4 events we have raised in excess of \$185,000.00 which has assisted many of our neighbours in their time of need.

What is *Harbour Wars*?

Harbour Wars is a friendly skills competition among local fishermen/women that is taking place on August 16th (rain date August 17th) in Little Harbour, Richmond County to raise funds for the Cape Breton Regional Hospital Foundation's Tom MacNeil Cancer Patient Care Fund, while also showcasing our thriving local fishing industry. It is a fundraising initiative made possible by local community volunteers, with the assistance of the L'Ardoise Men's Club, the Port Authority of Little Harbour, and Lobsters R' Us Seafood & Sponsors like you. One hundred percent of the money raised goes directly to the Cape Breton Regional Hospital Foundation's Tom MacNeil Cancer Patient Care Fund. All donations over \$20 will be issued a receipt by the Cape Breton Regional Hospital Foundation. The Cape Breton Regional Hospital Foundation Charitable Registration Number is 13040 4593 RR0001

Harbour Wars challenges men and women in the fishing industry to raise funds through pledges AND subsequently competing in events such as: dory races, an obstacle course, the Cod Fish Shuffle, Tug of War to show case various fishing skill sets. This year we are introducing the Top Captains award which is separate from the team event. It will feature the fishing vessels captains and their crew, highlighting speed & execution of fishing for lobster. This promises to be a crowd pleaser! In conjunction with the competitive skills events, delicious local seafood is showcased in the concession area, a silent auction & memorial wall, a luminary celebration (August 15th), Cake Raffle, sale of Harbour Wars apparel, a 50/50 draw, The Lobster Trap Pub, free children's activities and live entertainment. We have seen new Harbours take up the challenge and join in on the efforts and celebrations, and our goal is for the event to include as many Harbours as we can from around the province.

Why the Cape Breton Regional Hospital Foundation's Cancer Patient Care Fund?

The Tom MacNeil Cancer Patient Care Fund was created in 2005 when medical social worker Tom MacNeil recognized a dire need to relieve financial stress from those with cancer diagnoses. Since then, more than \$4.6 million has been disbursed to people throughout Cape Breton battling cancer. The funds help to alleviate costs associated with travel to-and-from medical appointments, both locally and to Halifax; home bills such as heating and groceries; psychosocial support programs such as art therapy, counselling services and support groups; and more. Thanks to generous donors, like you, in our community 75-100 patients are supported by this fund each month.

The unfortunate reality is that everyone in our communities have been affected by cancer in one way or another. We hope you will consider becoming a *Harbour Wars sponsor* and/or donate so together we can make a difference for those fighting against cancer here in Cape Breton. Attached to this letter is a copy of our *Harbour Wars 2025 Sponsorship Factsheet*, which outlines what you can expect from your participation in this year's event. If you have questions or would like to discuss this opportunity further, please contact Amber Madden at 902-631-2500 or Janelle Martell at 902-623-2054 or Andree Sampson at 902-302-2313. You can also reach us by email at HarbourWarsCB@gmail.com. If you choose to become a sponsor or donate e-transfers/cheques are accepted. If becoming a sponsor please forward logos/Funds to HarbourwarsCB@gmail.com , or by mail at address below. We appreciate your support.

Sincerely,

Amber Madden
Sponsorship Chair

Janelle Martell
Event Co-Chair

Andree Sampson
Event Co-Chair



2025 HARBOUR WARS SPONSORSHIP FACTSHEET

Thank you for your interest in becoming a *Harbour Wars* sponsor. Your sponsorship will enable the *Harbour Wars* team of volunteers to plan, promote and execute another successful event on August 16, 2025 (rain date August 17). The following outlines the various sponsorship options available. If you would rather make an in-kind sponsorship of goods or services, we would be happy to discuss this option with you.

Blue Fin Tuna Sponsorship - \$10,000 and over

(Presenting Sponsor on a first come first served basis -other options available for additional sponsors at this level)

- Company Logo added to generic Harbour Wars ads as a presenting sponsor
- Special banner day of the event highlighting presenting sponsor
- The opportunity to speak at the event
- To present the award to the winner of our new event; The “Top Captain’s Award” (a new competition highlighting fishing vessels, captains and crews). The award will include the Sponsors name.
- Additional Signage at the event that is prominently placed (Business/Organization banners -supplied by sponsor)
- Reserved seating in the concession/entertainment venue at the event upon request
- Prominent logo placement on the *Harbour Wars* official t-shirt
- Recognition on the *Harbour Wars* Facebook page – at least Five public posts and listing under sponsors + one amalgamated sponsors post
- Recognition included on the “I survived Harbour Wars” selfie booth
- Live mention on the day of the event

Halibut Sponsorship – Over \$1000

- Opportunity to name one of the *Harbour Wars* competitions upon request
- Signage at the event (Business/Organization banners -supplied by sponsor) Prominently Placed
- Reserved seating in the concession/entertainment venue at the event upon request
- Prominent logo placement on the *Harbour Wars* official t-shirt
- Recognition on the *Harbour Wars* Facebook page – at least four public posts and listing under sponsors + one amalgamated sponsors post
- Recognition included on the ‘I survived Harbour Wars’ selfie booth
- Live mention on the day of the event

Lobster Sponsorship - \$1000

- Opportunity to name one of the *Harbour Wars* competitions upon request
- Signage at the event (Business/Organization banners -supplied by sponsor) Prominently Placed
- Prominent logo placement on the *Harbour Wars* official t-shirt
- Recognition on the *Harbour Wars* Facebook page – at least three public posts and listing under sponsors + one amalgamated sponsors post
- Recognition included on the ‘I survived Harbour Wars’ selfie booth
- Live mention on the day of the event



Crab Sponsorship - \$500

- Logo placement on the *Harbour Wars* official t-shirt
- Recognition on the *Harbour Wars* Facebook page – at least two public posts and listing under sponsors + one amalgamated sponsors post
- Recognition included on the 'I survived *Harbour Wars*' selfie booth
- Live mention on the day of the event

Haddock Sponsorship - \$250

- Listing on the *Harbour Wars* official t-shirt
- Recognition on the *Harbour Wars* Facebook page – at least one public post and listing under sponsors + one amalgamated sponsors post
- Live mention on the day of the event

DEADLINE FOR SPONSORSHIP IN ORDER TO BE ADDED TO THE T-SHIRTS LEVEL IS JULY 25th

Monetary Donation – any amount accepted

100% of all donations will go to the Cape Breton Hospital Foundation's Tom MacNeil Cancer Patient Care Fund. All donations over \$20.00 will be issued a receipt by the Cape Breton Regional Hospital Foundation. The Cape Breton Regional Hospital Foundation Charitable Registration Number is 13040 4593 RR0001.

Silent Auction Prize/Award Prize-Any Amount accepted

If prize value is \$20.00 or above and a receipt showing the value accompanies the prize, a Tax receipt will be issued. If total is under \$20.00, it will be equally appreciated, however no tax receipt can be generated.

Shelley David

From: Clair Rankin <crankin@seaside.ns.ca>
Sent: June 4, 2025 10:33 AM
To: Shelley David
Cc: Troy MacCulloch
Subject: Library motion
Attachments: Alison Graham speaking notes.pdf

Hi Shelly: It was great to see you yesterday. Shelly, I mentioned to you yesterday that i wanted to talk with Troy. Well, earlier today that chat happened and thus, this email.

As a bit of background, Shelly, a “Library Funding Formula committee”, created by the province, met over the last ten months and came up with recommendations that haven’t been accepted yet. At the last Federation meeting, the attached motion was to be circulated to municipalities for consideration (Alison Graham is a town councillor from Truro).

I hope I made the deadline...:)

Thanks, Shelly and Troy,

Clair Rankin

Municipality of the County of Richmond Board Appointee to the Eastern Counties Regional Library (Current Chair)

Public libraries all across our province provide critical services to people in all of our communities.

In the winter, they can serve as unofficial warming centres. They provide public washroom access. They are a safe haven for those finding themselves in vulnerable situations. They provide free internet services and other computer supports. They deliver programming on a variety of topics from food security to tax preparation. Families use the spaces in the library for safe custody visits with their children. Children participate in story time and craft activities. Teens have designated safe spaces to gather, participate in organized activities and do homework. Seniors use libraries as a gathering spot for socialization and learning opportunities.

There are more than 80 libraries not including satellite locations and bookmobiles across the province currently underfunded which are reducing programs, reducing staff hours and operational hours. Some libraries are being forced to dip into reserves to just stay afloat.

Libraries are staffed by 85% - 90% women. These women are highly skilled, well educated, talented and passionate about their communities and our citizens. Every day, librarians are doing work and supporting citizens who might otherwise fall through the cracks. The work that librarians do is viewed by some as the responsibility of the province and they are doing it without reasonable or fair compensation. Many are providing these services and earn well below a living wage.

It has been 5 years since the current funding formula has been reviewed. Before that it was 2008 and before that, it was 2003.

Municipalities are doing their part, now it is time for the province to do its part. The funding formula must be more reflective to accurately acknowledge the contribution of capital costs carried by the municipalities and an increase of funding needs to be made by the province. The province needs to recognize that the services libraries provide is another case of downloading of services without fair compensation.

My question to the Deputy Minister is, "what are next steps and when will the funding formula be reviewed for fairness?"

MOTION FOR COUNCILS' CONSIDERATION

WHEREAS:

Public libraries provide collections, programs and services, on behalf of INSERT YOUR MUNICIPALITY and the Province of Nova Scotia, and contribute significantly to the health and wellbeing of the citizens of Nova Scotia;

AND

Due to rising costs, public libraries in Nova Scotia can no longer sustain said collections, programs and services without significantly depleting reserve funds, and are unable to provide living wages for the majority of library staff;

AND

The current funding formula for public libraries in Nova Scotia does not account for Municipal contributions for capital costs, and the funding formula has now expired;

AND

Funding for public libraries in Nova Scotia is currently under review by the provincial government;

I MOVE THAT

The issue of adequate and sustainable funding for public libraries in Nova Scotia be brought forth to the Nova Scotia Federation of Municipalities Board for consideration as an advocacy priority.

June 5, 2025

Warden Lois Landry
Municipality of the County of Richmond
2357 Highway 206, PO Box 120
Arichat, NS B0E 1A0

Dear Warden Landry:

Further to our discussion, I am writing to share information with you and your Council regarding the Nova Scotia Before and After Program (NS BAP). The NS BAP is a program of the Department of Education and Early Childhood Development. It is delivered at the school by community organizations and open to children from pre-primary to Grade 6, with spaces prioritized for younger children. NS BAP typically operates between 7:00 a.m. and 6:00 p.m. Monday to Friday and follows the school calendar (i.e. not open on days the school is not open to students). By offering a structured and nurturing environment outside regular school hours, the BAP model helps build routine, social skills, and independence, benefits that are especially important during early childhood.

With many parents and guardians working full-time, the gap between school dismissal and the end of the workday creates a need for reliable, affordable, and developmentally appropriate afterschool programming. On behalf of the SRCE, I am actively seeking an organization or childcare provider to operate afterschool programs at two schools in the Richmond County region: Felix Marchand Education Centre (FMEC) and East Richmond Education Centre (EREC).

We welcome interest from any organization that is aligned with the above-noted goals and has the capacity to make a difference for families in the region. We would appreciate support from Council to assist us in identifying possible service providers.

Establishing programs at Felix Marchand Education Centre and East Richmond Education Centre would be a meaningful step toward supporting families, strengthening school communities, and ensuring children have access to quality care during afterschool hours.

Parents / guardians are required to pay a fee for their children to attend NS BAP. Depending on the household income, families may be eligible for a childcare subsidy to reduce costs. For more information on Child Care Subsidy, please visit the Nova Scotia Child Care Subsidy Program at the following link:

[Nova Scotia Child Care Subsidy Program](#)

For more information about NS BAP, please visit the provincial Before and After Program website at the following link:

[Before and After Program](#)

I would be happy to discuss further and present to Council to share more details.

Sincerely,

Heather Brennan
Before and After Program Manager



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

WARDEN

June 3, 2025

Hon. Trevor Boudreau
Minister of Energy and MLA for Richmond
10095 Grenville St.
St. Peter's NS B0E 3B0

Dear Min. Boudreau,

It has been widely reported that the Province has signed an agreement with the federal government under the *Canada Housing Infrastructure Fund*. Our understanding is that this funding is intended to support water and sewer projects that enable housing construction.

On behalf of Richmond County Council, I am writing to express our strong interest in accessing this fund. It represents a valuable opportunity to address the urgent housing needs in our County.

As you know, Council has taken concrete steps to prepare for new housing development. We are amending Land Use Bylaws to ensure residents can access your government's *Secondary and Backyard Suite Incentive Program*, and we are reviewing housing design catalogues through CMHC and neighbouring municipalities to ensure our zoning is aligned. We have also met with developers to better understand the challenges they face in bringing new housing online.

What we consistently hear is that access to water and sewer infrastructure remains one of the most significant barriers to development. This fund could help us overcome that hurdle, and we are ready to apply as soon as program details are available.

Thank you for your continued support and advocacy. We look forward to working with your office to make the most of this important opportunity.

Sincerely,

Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond



THE MUNICIPALITY
OF THE COUNTY OF
RICHMOND

LA MUNICIPALITÉ
DU COMTÉ DE

WARDEN

June 3, 2025

Mr. Jaime Battiste
Member of Parliament for Cape Breton-Canso-Antigonish
House of Commons
Ottawa, ON K1A 0A6

Subject: Concerns Regarding Cell Service in Richmond County

Dear Mr. Battiste,

On behalf of Richmond County Council, I would like to congratulate you on your election as the Member of Parliament for Cape Breton-Canso-Antigonish. While you bring valuable experience from your previous role as an MP, we recognize that many of the communities now within your riding—such as those in Richmond County—are new to you, and we welcome the opportunity to work together to address the challenges we face.

One of the most urgent concerns in our region is the poor and, more alarmingly, deteriorating state of cell service in many parts of Richmond County. Residents and businesses alike are increasingly frustrated by unreliable coverage, frequent dropped calls, and service blackouts. These issues are not only an inconvenience—they pose real risks in emergency situations and hinder economic development and everyday communication.

Over the past year, Council has received a growing number of complaints from residents across the County, including those in areas that previously had stable service. This trend is deeply concerning, particularly as we work to attract new residents, support local businesses, and ensure the safety of our communities.

We know that telecommunications policy and infrastructure investment are primarily federal responsibilities. As our new MP, we urge you to advocate for immediate attention to the worsening state of cell service in Richmond County and to work with federal partners and service providers to ensure reliable, modern connectivity for all residents.

We would welcome the opportunity to meet with you to discuss this matter further and to help you become more familiar with our region's infrastructure and priorities.

Sincerely,

Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond

Eastern Counties Regional Library (ECRL) was a member of the Interregional Advisory Committee for Library Accessibility (IACLA) until the committee disbanded in April 2025. This committee provided advice to the Annapolis Valley Regional Library (AVRL), Cape Breton Regional Library (CBRL), Colchester East Hants Public Library (CEHPL), Cumberland Public Libraries (CPL), Eastern Counties Regional Library (ECRL), and Western Counties Regional Library (WCRL) on identifying, preventing, and eliminating barriers to people with disabilities in programs, services, initiatives, and facilities. At least half of the members of the advisory committee had a disability or represented an organization that represents people with disabilities. The committee played a pivotal role in helping the participating regional libraries become accessible, in compliance with [Nova Scotia's Accessibility Act \(2017\)](#), and establishing a solid foundation for library regions to build upon.

The IACLA has released the 2025 Accessibility Plan, which has been approved by the ECRL Board of Directors. This plan outlines the commitments ECRL has made to improving the accessibility of public library services. The ECRL Operational Accessibility Plan for 2025-2026 outlines specific actions ECRL will undertake to help achieve those commitments.

Area for action outlined by the IACLA report and ECRL's goals include:

Collections

Develop an annual engagement survey for staff and the public related to accessibility will be developed to integrate accessibility into core operations and ensure we are meeting public demand for accessible formats and materials.

Employment

All staff will receive at least one targeted professional development or training course to improve their skills and knowledge of accessibility-related services.

Information and Communication

- Establish ECRL's Accessibility Advisory Committee:
 - Establish relationships with all Municipal units' accessibility committees for cross-appointments and information sharing.
 - Develop a community recruitment campaign for volunteers.
 - Develop an agenda for the inaugural meeting, including goals, expectations, and roles to be filled.
- Establish quarterly impact reporting schedules for municipal units in plain language to better understand the value of library services & the return on their investment.

Programs and Services

- Improve programming promotion and communications by including alt text, image descriptions, and venue accessibility information.
- Explore the feasibility and demand for adapted programming like sensory storytimes and library visits.

Built Environment

- Advocate for improvements at library branches with Municipal partners to ensure we meet the newly enacted Standard for the Built Environment.
- Encourage municipalities to explore accessibility certifications (i.e. Rick Hansen) and available funding to offset costs and partner with municipal recreation and public works departments to implement changes.



VOLUNTEERS

NEEDED!



ACCESSIBILITY ADVISORY COMMITTEE

Are you passionate about your community?

Do you want to make library services more accessible?

Do you identify as having a disability/lived experience?

Can you join virtual meetings 2-3 times per year?

**Contact Michelle at (902)227-7584
or access@ecrl.ca to learn more!**



June 3, 2025

Judith Ferguson, Executive Vice President
Regulatory, Legal, and Government Relations
Nova Scotia Power - Corporate Office
1223 Lower Water Street
Halifax, NS B3J 3S8

Subject: Request to Prioritize Vegetation Clearing in High-Risk Deer Areas

To Dear Ms. Ferguson:

On behalf of Richmond County Council, I am writing to thank Nova Scotia Power for its ongoing vegetation management work across the province, particularly the clearing being done under and around power lines to reduce risks during high wind events and storms.

We understand that this work is essential to ensuring the reliability of power infrastructure, and we appreciate the proactive approach being taken. We would like to respectfully request that, as this work proceeds, Nova Scotia Power consider prioritizing areas within Richmond County that are currently experiencing a sharp rise in deer populations.

Communities such as Isle Madame, Louisdale, River Bourgeois, and St. Peter's are reporting significantly more deer-related incidents along roadways. Dense roadside vegetation near power corridors in these areas further limits driver visibility, increasing the risk of vehicle collisions with wildlife.

If Nova Scotia Power is able to align its vegetation management schedule with local public safety concerns, we would be grateful for the opportunity to discuss potential priority areas with your team. We believe this would offer a valuable dual benefit—supporting grid reliability while also enhancing road safety in a time of growing concern.

Thank you for your attention to this request, and for your continued work in our communities.

Sincerely,

A handwritten signature in blue ink that reads 'Lois Landry'. The signature is written in a cursive, flowing style.

Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond
Hon. Trevor Boudreau, Minister of Energy and MLA for Richmond



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

WARDEN

June 3, 2025

Department of Public Works
Richmond/Inverness South Office
1420 Highway 4
Port Hawkesbury NS B9A 3J3

Subject: Request for Early Roadside Clearing in Response to Deer Overpopulation in Richmond County

To Whom It May Concern:

On behalf of Richmond County Council, I am writing to request your Department's consideration in prioritizing early-season roadside clearing—particularly in high-risk areas—as part of our collective response to the growing concerns around deer overpopulation.

In recent years, Richmond County has experienced a significant and sustained increase in the deer population, with the impact being especially pronounced in communities such as Isle Madame, Louisdale, St. Peter's, and River Bourgeois. Among the most pressing safety concerns is the frequency of deer near or on roadways, which has led to a rise in vehicle collisions and near-misses, especially during early morning and evening hours.

Council is concerned that roadside vegetation are limiting visibility for drivers and reducing reaction times when deer emerge near roads. Proactive and early-season clearing of roadside brush and vegetation would greatly improve sightlines and enhance public safety during this period of heightened deer movement.

We respectfully ask that the Department consider working with our Public Works staff to identify priority routes and accelerate roadside maintenance in these areas for the 2025 season and beyond. We are open to collaboration and would be pleased to assist in identifying the most affected corridors.

Thank you for your attention to this important matter. Please don't hesitate to contact me should you require further information or wish to coordinate with our local team.

Sincerely,

Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond
Hon. Trevor Boudreau, Minister of Energy and MLA for Richmond



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

WARDEN

June 3, 2025

Hon. Tory Rushton
Minister of Natural Resources
3rd Floor Founders Square
1701 Hollis Street
Halifax, NS B3J 2T9

Subject: Request for Adjustments to the 2025 Fall Hunt in Response to Overpopulation of Deer in Richmond County

Dear Minister Rushton,

On behalf of Richmond County Council, I am writing to express our serious concerns about the escalating deer population in our municipality—particularly the growing number of does—and to urge the Department of Natural Resources to make appropriate adjustments to the 2025 fall hunt in response.

At its most recent meeting, Council voted to request provincial action to address the increasing deer population and its widespread impact on our residents. While the issue is especially acute on Isle Madame, we are also receiving concerns from St. Peter's, River Bourgeois, and along the main route through Louisdale. In these areas, the consequences have become increasingly untenable.

Residents are reporting a sharp rise in deer-related vehicle collisions, with some avoiding evening travel due to safety concerns. There have been multiple incidents during major community events, such as *Celtic Colours* in D'Escousse. Insurance deductibles are rising, and some providers are reportedly considering excluding wildlife strikes from coverage in affected areas.

The growing deer population is also discouraging community participation, particularly among seniors, and leading to frustration. Some residents have begun taking matters into their own hands, which threatens proper wildlife data collection and may exacerbate ecological risks.

We are particularly alarmed by recent reports from local growers. Backyard gardeners are forced to choose between abandoning their plots or investing in costly fencing. For larger producers, the situation is more serious. Robert Theriault, a vegetable grower with over 30 years of experience, has warned that he may be forced to stop farming due to the sustained damage caused by deer. Deer routinely destroy crops, damage protective structures, and make large areas unusable without significant financial investment.

MINISTER RUSHTON

Page 2

Similarly, Richmond River Roots in River Bourgeois reports deer entering greenhouses and high tunnel structures. They have concluded that growing outside without expensive fencing is no longer viable, severely limiting their productive land. This directly undermines local food security initiatives that Council has long supported.

While we recognize that wildlife management falls under provincial jurisdiction, we strongly urge your department to introduce more aggressive population control measures for the 2025 hunt. Specifically, we support expanding either-sex or doe-only tags in high-density areas around Richmond County. Without timely intervention, this issue will further erode our region's food security, public safety, and overall quality of life.

Thank you for your attention to this matter. We would welcome an opportunity to discuss it further.

Sincerely,



Lois Landry, Warden
Municipality of the County of Richmond

cc: Councillors, Municipality of the County of Richmond
Troy MacCulloch, CAO, Municipality of the County of Richmond
Hon. Trevor Boudreau, Minister of Energy and MLA for Richmond



CAPE BRETON UNIVERSITY

May 27, 2025

DAVID C. DINGWALL

President & Vice-Chancellor

Ms. Lois Landry
Warden and Councillor – District 2
Municipality of the County of Richmond
2357 Highway 206, P.O. Box 120
Arichat, Nova Scotia B0E 1A0
Via email: lois.landry@richmondcounty.ca

Dear Warden Landry,

On behalf of Cape Breton University, I extend my sincere appreciation to you and your Council colleagues for the opportunity to present at the May 13, 2025 Committee of the Whole, and for the enthusiastic support shown for Cape Breton University and our *Forever CBU* Capital Campaign.

Richmond County's pledge to the Forever CBU Capital Campaign is much more than a financial contribution—it is a resounding endorsement of our shared vision for the future. Your investment will play a pivotal role in expanding educational opportunities, advancing healthcare through the development of our medical school, and strengthening the infrastructure that drives innovation, student success, and regional growth.

As we build this next chapter together, your leadership—and that of Council—exemplifies the power of civic partnership and a deep commitment to community progress. A member of my team will follow up soon with further information and to answer any questions you or your colleagues may have.

Thank you once again for your support of Cape Breton University. We are excited by what lies ahead and look forward to working together to realize it.

Yours very truly,


David C. Dingwall



DCD/rl

cc: Sara Salter Burke, Vice-President, Development, CBU

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 5/1/2025 5/31/2025
 Vendor ID First Last Chequebook ID GENERAL GENERAL
 Vendor Name First Last

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
27283	01864	FRAMBOISE-FORCHU VOL.FIRE DEPT	5/6/2025	GENERAL	PMCHQ00002439	\$ 11,295.62
27284	03026	WEST BAY ROAD & DISTRICT VOLUN	5/6/2025	GENERAL	PMCHQ00002439	\$ 22,388.18
27285	03204	LOUISDALE & DISTRICT VOLUNTEER	5/6/2025	GENERAL	PMCHQ00002439	\$ 78,195.11
27286	04022	GRAND RIVER FIRE DEPT.	5/6/2025	GENERAL	PMCHQ00002439	\$ 2,776.15
27287	06866	DIST. #10 VOLUNTEER FIRE DEPT.	5/6/2025	GENERAL	PMCHQ00002439	\$ 33,580.84
27288	09725	L'ARDOISE & DISTRICT VOLUNTEER	5/6/2025	GENERAL	PMCHQ00002439	\$ 61,551.44
27289	15660	R.M. LANDRY & SON LTD.	5/6/2025	GENERAL	PMCHQ00002439	\$ 715.92
27290	13529	CANADA REVENUE AGENCY	5/6/2025	GENERAL	PMCHQ00002441	\$ 2,660.79
27291	46868	MUNICIPALITY OF THE CO OF ANTI	5/6/2025	GENERAL	PMCHQ00002441	\$ 10,484.19
27292	49382	ARTHUR J. GALLAGHER CANADA LIM	5/6/2025	GENERAL	PMCHQ00002441	\$ 1,240.00
27293	00701	LANDRY BROTHERS LTD.	5/6/2025	GENERAL	PMCHQ00002442	\$ 64.93
27294	01104	THE REPORTER	5/6/2025	GENERAL	PMCHQ00002442	\$ 330.60
27295	03174	CHARLES FOREST CO-OP LTD.	5/6/2025	GENERAL	PMCHQ00002442	\$ 251.33
27296	03824	FROST, CECIL J.	5/6/2025	GENERAL	PMCHQ00002442	\$ 80.00
27297	08508	TELILE	5/6/2025	GENERAL	PMCHQ00002442	\$ 866.40
27298	08656	THE ISLAND NEST RESTAURANT LIM	5/6/2025	GENERAL	PMCHQ00002442	\$ 306.78
27299	10529	DESJARDINS FINAN.SECURITY	5/6/2025	GENERAL	PMCHQ00002442	\$ 27,254.11
27300	16645	GREENHOUSE CO-OP LTD.	5/6/2025	GENERAL	PMCHQ00002442	\$ 320.00
27301	18673	BOUDREAU, RONALDA	5/6/2025	GENERAL	PMCHQ00002442	\$ 1,014.97
27302	19089	BONIN, ANNE	5/6/2025	GENERAL	PMCHQ00002442	\$ 48.00
27303	24988	HIGHLAND BEVERAGES 2004 LTD.	5/6/2025	GENERAL	PMCHQ00002442	\$ 63.00
27304	28525	FLAG EMPORIUM	5/6/2025	GENERAL	PMCHQ00002442	\$ 1,381.57
27305	30600	PARTS CONNECTION	5/6/2025	GENERAL	PMCHQ00002442	\$ 522.12
27306	31008	THOMSEN, MARTIN	5/6/2025	GENERAL	PMCHQ00002442	\$ 491.34
27307	31013	BRELA CONSTRUCTION	5/6/2025	GENERAL	PMCHQ00002442	\$ 13,680.00
27308	31050	NSGEU	5/6/2025	GENERAL	PMCHQ00002442	\$ 1,650.67
27309	31925	SAMPSON, SHARLA	5/6/2025	GENERAL	PMCHQ00002442	\$ 68.81
27310	35144	MARTELL, DANIELLE	5/6/2025	GENERAL	PMCHQ00002442	\$ 125.46
27311	35174	MARCELLUS, STEVEN	5/6/2025	GENERAL	PMCHQ00002442	\$ 1,311.99
27312	38713	TELFER, SCOTT	5/6/2025	GENERAL	PMCHQ00002442	\$ 50.00
27313	38714	CAMERON, DERRICK	5/6/2025	GENERAL	PMCHQ00002442	\$ 50.00
27314	38717	CAPE NOVA ELECTRICAL SUPPLIES	5/6/2025	GENERAL	PMCHQ00002442	\$ 209.11
27315	39187	STRAIT REGIONAL CENTRE FOR EDU	5/6/2025	GENERAL	PMCHQ00002442	\$ 260,482.05
27316	39201	NOVA SCOTIA FEDERATION OF MUNI	5/6/2025	GENERAL	PMCHQ00002442	\$ 5,234.94
27317	39555	LIFESAVING SOCIETY - NOVA SCOT	5/6/2025	GENERAL	PMCHQ00002442	\$ 220.00
27318	41645	BOWEN, DANIEL	5/6/2025	GENERAL	PMCHQ00002442	\$ 781.76
27319	42530	OFFICE INTERIORS	5/6/2025	GENERAL	PMCHQ00002442	\$ 176.39
27320	46825	RONA ARICHAT	5/6/2025	GENERAL	PMCHQ00002442	\$ 369.91
27321	47562	SCOTIA RECYCLING LTD.	5/6/2025	GENERAL	PMCHQ00002442	\$ 228.00
27322	49382	ARTHUR J. GALLAGHER CANADA LIM	5/6/2025	GENERAL	PMCHQ00002442	\$ 194,699.05
27323	00329	CAUSEWAY ELECTRICAL SUPPLIES L	5/13/2025	GENERAL	PMCHQ00002447	\$ 471.04
27324	03123	PETER COVIN'S CONTRACTING LTD.	5/13/2025	GENERAL	PMCHQ00002447	\$ 23,309.90
27325	03487	MINISTER OF FINANCE	5/13/2025	GENERAL	PMCHQ00002447	\$ 271.25
27326	05711	RANKIN, CLAIR	5/13/2025	GENERAL	PMCHQ00002447	\$ 70.06
27327	10219	JEFFREY, KATHLEEN	5/13/2025	GENERAL	PMCHQ00002447	\$ 172.80
27328	14168	EASTERN DISTRICT PLANNING	5/13/2025	GENERAL	PMCHQ00002447	\$ 44,059.25
27329	28525	FLAG EMPORIUM	5/13/2025	GENERAL	PMCHQ00002447	\$ 369.73
27330	36641	DOANE GRANT THORNTON LLP	5/13/2025	GENERAL	PMCHQ00002447	\$ 12,535.00
27331	38962	SEAL COVE HOLDING	5/13/2025	GENERAL	PMCHQ00002447	\$ 2,372.08
27332	48160	LANMAR DEVELOPMENTS LTD.	5/13/2025	GENERAL	PMCHQ00002447	\$ 215.86
27333	48618	PUBLIC PROSECUTION SERVICE	5/13/2025	GENERAL	PMCHQ00002447	\$ 2,962.50
27334	49382	ARTHUR J. GALLAGHER CANADA LIM	5/13/2025	GENERAL	PMCHQ00002447	\$ 1,240.00
27335	49392	LA SOCIETE DE PRESSE ACADIENNE	5/13/2025	GENERAL	PMCHQ00002447	\$ 198.38
27336	00073	KEHOE, RAKEL	5/15/2025	GENERAL	PMCHQ00002450	\$ 36.00
27337	01104	THE REPORTER	5/15/2025	GENERAL	PMCHQ00002450	\$ 1,779.86
27338	01643	BOUDREAU, CHRIS A.	5/15/2025	GENERAL	PMCHQ00002450	\$ 49.83

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
27339	02240	JEANTIE'S MINI MART	5/15/2025	GENERAL	PMCHQ00002450	\$ 23.95
27340	03123	PETER COVIN'S CONTRACTING LTD.	5/15/2025	GENERAL	PMCHQ00002450	\$ 18,578.68
27341	03174	CHARLES FOREST CO-OP LTD.	5/15/2025	GENERAL	PMCHQ00002450	\$ 215.75
27342	03549	MBW COURIER INC.	5/15/2025	GENERAL	PMCHQ00002450	\$ 246.49
27343	03859	STRAIT AREA CHAMBER OF COMMERC	5/15/2025	GENERAL	PMCHQ00002450	\$ 513.00
27344	04545	REGISTRY OF MOTOR VEHICLES	5/15/2025	GENERAL	PMCHQ00002450	\$ 221.70
27345	09867	ORBIS CANADA LIMITED	5/15/2025	GENERAL	PMCHQ00002450	\$ 3,417.72
27346	10011	DE LAGE LANDEN FINANCIAL SERVI	5/15/2025	GENERAL	PMCHQ00002450	\$ 205.20
27347	10025	MACCULLOCH, TROY	5/15/2025	GENERAL	PMCHQ00002450	\$ 617.10
27348	10197	CARMICHAEL ENGINEERING LTD.	5/15/2025	GENERAL	PMCHQ00002450	\$ 665.69
27349	11908	CANADA POST CORPORATION	5/15/2025	GENERAL	PMCHQ00002450	\$ 25,170.68
27350	15383	MAYICH, DAVID	5/15/2025	GENERAL	PMCHQ00002450	\$ 388.46
27351	17091	SULLIVAN FUELS	5/15/2025	GENERAL	PMCHQ00002450	\$ 3,422.54
27352	21890	REC TIMES INC	5/15/2025	GENERAL	PMCHQ00002450	\$ 1,915.12
27353	22861	DOUCETTE, LYNNE	5/15/2025	GENERAL	PMCHQ00002450	\$ 2,497.00
27354	24988	HIGHLAND BEVERAGES 2004 LTD.	5/15/2025	GENERAL	PMCHQ00002450	\$ 16.00
27355	27081	UNITED RENTALS OF CANADA, INC	5/15/2025	GENERAL	PMCHQ00002450	\$ 1,291.44
27356	28665	LAVANDIER, RENE	5/15/2025	GENERAL	PMCHQ00002450	\$ 11,700.94
27357	29057	RECEIVER GENERAL	5/15/2025	GENERAL	PMCHQ00002450	\$ 4,400.73
27358	29106	SAMPSON, BRENT	5/15/2025	GENERAL	PMCHQ00002450	\$ 380.24
27359	31300	BRETON PRINT	5/15/2025	GENERAL	PMCHQ00002450	\$ 134.79
27360	35096	MACHILLAN, CLAYTON	5/15/2025	GENERAL	PMCHQ00002450	\$ 617.53
27361	35138	GFL ENVIRONMENTAL SERVICES INC	5/15/2025	GENERAL	PMCHQ00002450	\$ 24,955.09
27362	35165	MAPLE SIGNS & ENGRAVING	5/15/2025	GENERAL	PMCHQ00002450	\$ 26.22
27363	35174	MARCELLUS, STEVEN	5/15/2025	GENERAL	PMCHQ00002450	\$ 138.89
27364	36109	ACADIA BROADCASTING LTD	5/15/2025	GENERAL	PMCHQ00002450	\$ 114.00
27365	36711	SAMPSON, SHERRY	5/15/2025	GENERAL	PMCHQ00002450	\$ 250.00
27366	37151	CANOE PROCUREMENT GROUP OF CAN	5/15/2025	GENERAL	PMCHQ00002450	\$ 537.99
27367	39103	LANDRY, LOIS NADINE	5/15/2025	GENERAL	PMCHQ00002450	\$ 389.39
27368	40145	TOROMONT CAT (MARITIMES)	5/15/2025	GENERAL	PMCHQ00002450	\$ 428.87
27369	43652	SANTANA CONTRACTING LTD	5/15/2025	GENERAL	PMCHQ00002450	\$ 56,192.80
27370	46190	BOUDREAU, ADELE	5/15/2025	GENERAL	PMCHQ00002450	\$ 90.00
27371	46825	RONA ARICHAT	5/15/2025	GENERAL	PMCHQ00002450	\$ 57.08
27372	48160	LANMAR DEVELOPMENTS LTD.	5/15/2025	GENERAL	PMCHQ00002450	\$ 1,725.00
27373	48173	GUARDIAN ALARM & SECURITY	5/15/2025	GENERAL	PMCHQ00002450	\$ 312.36
27374	48625	LA GOLETTE A PEPE CAFE	5/15/2025	GENERAL	PMCHQ00002450	\$ 256.26
27375	03174	CHARLES FOREST CO-OP LTD.	5/21/2025	GENERAL	PMCHQ00002452	\$ 10.77
27376	03487	MINISTER OF FINANCE	5/21/2025	GENERAL	PMCHQ00002452	\$ 313.85
27377	07170	MORRIS, SONIA	5/21/2025	GENERAL	PMCHQ00002452	\$ 315.00
27378	10219	JEFFREY, KATHLEEN	5/21/2025	GENERAL	PMCHQ00002452	\$ 910.08
27379	21784	FORD, JEROME W.	5/21/2025	GENERAL	PMCHQ00002452	\$ 20.00
27380	24988	HIGHLAND BEVERAGES 2004 LTD.	5/21/2025	GENERAL	PMCHQ00002452	\$ 27.00
27381	30028	COOPER, DEBRA	5/21/2025	GENERAL	PMCHQ00002452	\$ 510.00
27382	30245	NOVA SCOTIA NON-PROFIT HOUSING	5/21/2025	GENERAL	PMCHQ00002452	\$ 55.00
27383	37151	CANOE PROCUREMENT GROUP OF CAN	5/21/2025	GENERAL	PMCHQ00002452	\$ 460.00
27384	48461	MARTELL, CARLA	5/21/2025	GENERAL	PMCHQ00002452	\$ 89.71
27394	04320	NOVA SCOTIA MINISTER OF FINANC	5/23/2025	GENERAL	PMCHQ00002457	\$ 100.00
27395	04320	NOVA SCOTIA MINISTER OF FINANC	5/23/2025	GENERAL	PMCHQ00002458	\$ 100.00
27396	00701	LANDRY BROTHERS LTD.	5/23/2025	GENERAL	PMCHQ00002459	\$ 98.28
27397	01104	THE REPORTER	5/23/2025	GENERAL	PMCHQ00002459	\$ 729.01
27398	01341	VILLAGE OF ST. PETER'S	5/23/2025	GENERAL	PMCHQ00002459	\$ 100,000.00
27399	01449	K & A ELECTRIC LTD.	5/23/2025	GENERAL	PMCHQ00002459	\$ 49,610.18
27400	03174	CHARLES FOREST CO-OP LTD.	5/23/2025	GENERAL	PMCHQ00002459	\$ 15.00
27401	04320	NOVA SCOTIA MINISTER OF FINANC	5/23/2025	GENERAL	PMCHQ00002459	\$ 61.15
27402	07170	MORRIS, SONIA	5/23/2025	GENERAL	PMCHQ00002459	\$ 288.00
27403	09598	GRACIE, MARGARET	5/23/2025	GENERAL	PMCHQ00002459	\$ 1,044.00
27404	10991	ROBIN'S DONUTS	5/23/2025	GENERAL	PMCHQ00002459	\$ 15.00
27405	15806	ACWWA CONFERENCE	5/23/2025	GENERAL	PMCHQ00002459	\$ 1,446.25
27406	17091	SULLIVAN FUELS	5/23/2025	GENERAL	PMCHQ00002459	\$ 1,942.71
27407	19083	PAUL'S AUTO GLASS	5/23/2025	GENERAL	PMCHQ00002459	\$ 284.89
27408	25048	AGAT LABORATORIES LTD	5/23/2025	GENERAL	PMCHQ00002459	\$ 946.20
27409	30600	PARTS CONNECTION	5/23/2025	GENERAL	PMCHQ00002459	\$ 509.14
27410	34890	JIM DAVIS ACCOUNTING SERVICES	5/23/2025	GENERAL	PMCHQ00002459	\$ 1,200.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
27411	36528	CANADIAN TIRE	5/23/2025	GENERAL	PMCHQ00002459	\$ 140.20
27412	38229	CAPSC SAFETY SERVICES	5/23/2025	GENERAL	PMCHQ00002459	\$ 139.72
27413	38962	SEAL COVE HOLDING	5/23/2025	GENERAL	PMCHQ00002459	\$ 2,177.66
27414	46825	RONA ARICHAT	5/23/2025	GENERAL	PMCHQ00002459	\$ 64.91
27415	48624	CAMDON RECYCLING LIMITED	5/23/2025	GENERAL	PMCHQ00002459	\$ 3,049.61
27416	00426	DIGGDON'S FREIGHT SERVICE	5/30/2025	GENERAL	PMCHQ00002465	\$ 41.04
27417	00701	LANDRY BROTHERS LTD.	5/30/2025	GENERAL	PMCHQ00002465	\$ 67.24
27418	03824	FROST, CECIL J.	5/30/2025	GENERAL	PMCHQ00002465	\$ 80.00
27419	04790	FIREWORKS FX INC.	5/30/2025	GENERAL	PMCHQ00002465	\$ 15,960.00
27420	08508	TELILE	5/30/2025	GENERAL	PMCHQ00002465	\$ 866.40
27421	09687	BURKE BROTHERS TRUCKING	5/30/2025	GENERAL	PMCHQ00002465	\$ 5,477.51
27422	10025	MACCULLOCH, TROY	5/30/2025	GENERAL	PMCHQ00002465	\$ 154.32
27423	10128	LEAVITT, CIARAN LLACHLAN	5/30/2025	GENERAL	PMCHQ00002465	\$ 1,125.00
27424	15805	STILLER, GERD	5/30/2025	GENERAL	PMCHQ00002465	\$ 440.00
27425	17916	INN ON PRINCE HOTEL AND CONFER	5/30/2025	GENERAL	PMCHQ00002465	\$ 1,142.47
27426	28207	MARCHAND, BRIAN	5/30/2025	GENERAL	PMCHQ00002465	\$ 280.88
27427	29106	SAMPSON, BRENT	5/30/2025	GENERAL	PMCHQ00002465	\$ 605.06
27428	34348	BURKE, DANA	5/30/2025	GENERAL	PMCHQ00002465	\$ 60.00
27429	34349	GAUDET, MADISON	5/30/2025	GENERAL	PMCHQ00002465	\$ 60.00
27430	35174	MARCELLUS, STEVEN	5/30/2025	GENERAL	PMCHQ00002465	\$ 701.80
27431	42530	OFFICE INTERIORS	5/30/2025	GENERAL	PMCHQ00002465	\$ 346.86
27432	45946	POWERS, ANN MARIE	5/30/2025	GENERAL	PMCHQ00002465	\$ 762.00
27433	46302	ASSOCIATION OF MUNICIPAL	5/30/2025	GENERAL	PMCHQ00002465	\$ 1,550.40
27434	49392	LA SOCIETE DE PRESSE ACADIENNE	5/30/2025	GENERAL	PMCHQ00002465	\$ 444.60

Total Cheques: 143

Total Amount of Cheques: \$ 1,186,288.67

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 5/1/2025 5/31/2025
 Vendor ID First Last Chequebook ID ONLINE PAYMENTS ONLINE PAYMENTS
 Vendor Name First Last

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
1331	01090	RECEIVER GEN. FOR CANADA	5/6/2025	ONLINE PAYMENTS	PMCHQ00002440	\$ 47,242.14
1332	39100	DIRECTOR OF MAINTENANCE ENFORC	5/6/2025	ONLINE PAYMENTS	PMCHQ00002440	\$ 683.22
1333	01023	NOVA SCOTIA POWER INC.	5/7/2025	ONLINE PAYMENTS	PMCHQ00002445	\$ 4,604.66
* 1334	13529	CANADA REVENUE AGENCY	5/7/2025	ONLINE PAYMENTS	PMCHQ00002445	\$ 2,660.79
1335	20265	ROYAL BANK VISA	5/13/2025	ONLINE PAYMENTS	PMCHQ00002446	\$ 3,791.74
1336	01457	BELL MOBILITY INC.	5/14/2025	ONLINE PAYMENTS	PMCHQ00002449	\$ 778.40
1337	10010	TELUS HEALTH	5/14/2025	ONLINE PAYMENTS	PMCHQ00002449	\$ 25,003.50
1338	20265	ROYAL BANK VISA	5/14/2025	ONLINE PAYMENTS	PMCHQ00002449	\$ 3,652.69
1339	34886	EASTLINK	5/14/2025	ONLINE PAYMENTS	PMCHQ00002449	\$ 1,252.48
1340	39100	DIRECTOR OF MAINTENANCE ENFORC	5/14/2025	ONLINE PAYMENTS	PMCHQ00002449	\$ 341.61
1341	42102	TELUS	5/14/2025	ONLINE PAYMENTS	PMCHQ00002449	\$ 323.76
1342	00825	BELL ALIANT	5/21/2025	ONLINE PAYMENTS	PMCHQ00002451	\$ 32.80
1343	01090	RECEIVER GEN. FOR CANADA	5/21/2025	ONLINE PAYMENTS	PMCHQ00002451	\$ 35,100.93
1344	36914	ROGERS COMMUNICATIONS CANADA I	5/21/2025	ONLINE PAYMENTS	PMCHQ00002451	\$ 1,722.30
1345	39100	DIRECTOR OF MAINTENANCE ENFORC	5/21/2025	ONLINE PAYMENTS	PMCHQ00002451	\$ 341.61
1346	00825	BELL ALIANT	5/23/2025	ONLINE PAYMENTS	PMCHQ00002455	\$ 37.84
1347	00825	BELL ALIANT	5/30/2025	ONLINE PAYMENTS	PMCHQ00002461	\$ 1,121.42
1348	39100	DIRECTOR OF MAINTENANCE ENFORC	5/30/2025	ONLINE PAYMENTS	PMCHQ00002461	\$ 341.61
1349	01090	RECEIVER GEN. FOR CANADA	5/30/2025	ONLINE PAYMENTS	PMCHQ00002463	\$ 29,407.57
Total Cheques: 19						Total Amount of Cheques: \$ 155,780.28

County of Richmond
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	5/1/2025
Vendor ID	First	Last	Chequebook ID	ONLINE UTILITY
Vendor Name	First	Last		ONLINE UTILITY

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
346	00825	BELL ALIANT	5/23/2025	ONLINE UTILITY	PMCHQ00002456	\$ 207.04
347	34886	EASTLINK	5/23/2025	ONLINE UTILITY	PMCHQ00002456	\$ 161.82
348	00825	BELL ALIANT	5/30/2025	ONLINE UTILITY	PMCHQ00002462	\$ 100.95

Total Cheques:	3			Total Amount of Cheques:		\$ 469.81
						=====

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	5/1/2025
Vendor ID	First	Last	Chequebook ID	WATER
Vendor Name	First	Last		WATER

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
3226	15644	LYNK ELECTRIC LIMITED	5/6/2025	WATER	PMCHQ00002438	\$ 1,738.50
* 3227	19809	BUREAU VERITAS CANADA (2019) I	5/6/2025	WATER	PMCHQ00002443	\$ 737.36
* 3228	24988	HIGHLAND BEVERAGES 2004 LTD.	5/6/2025	WATER	PMCHQ00002443	\$ 57.00
* 3229	46625	SCP DISTRIBUTORS CANADA INC.	5/6/2025	WATER	PMCHQ00002443	\$ 5,234.52
* 3230	46825	RONA ARICHAT	5/6/2025	WATER	PMCHQ00002443	\$ 765.43
3231	19809	BUREAU VERITAS CANADA (2019) I	5/6/2025	WATER	PMCHQ00002444	\$ 737.36
3232	24988	HIGHLAND BEVERAGES 2004 LTD.	5/6/2025	WATER	PMCHQ00002444	\$ 57.00
3233	46625	SCP DISTRIBUTORS CANADA INC.	5/6/2025	WATER	PMCHQ00002444	\$ 5,234.52
3234	46825	RONA ARICHAT	5/6/2025	WATER	PMCHQ00002444	\$ 765.43
3235	03549	MBW COURIER INC.	5/14/2025	WATER	PMCHQ00002454	\$ 46.90
3236	15229	SUPERIOR PROPANE	5/14/2025	WATER	PMCHQ00002454	\$ 1,456.45
3237	19809	BUREAU VERITAS CANADA (2019) I	5/14/2025	WATER	PMCHQ00002454	\$ 368.68
3238	25048	AGAT LABORATORIES LTD	5/14/2025	WATER	PMCHQ00002454	\$ 1,361.16
3239	45705	LONG POINT SERVICES SEPTIC DIV	5/14/2025	WATER	PMCHQ00002454	\$ 228.00
3240	00701	LANDRY BROTHERS LTD.	5/23/2025	WATER	PMCHQ00002460	\$ 90.03
3241	06262	WILF'S DEMOLITION & SALVAGE LT	5/23/2025	WATER	PMCHQ00002460	\$ 142.50
3242	15229	SUPERIOR PROPANE	5/23/2025	WATER	PMCHQ00002460	\$ 68.34
3243	19809	BUREAU VERITAS CANADA (2019) I	5/23/2025	WATER	PMCHQ00002460	\$ 368.68
3244	45705	LONG POINT SERVICES SEPTIC DIV	5/23/2025	WATER	PMCHQ00002460	\$ 684.00
3245	46825	RONA ARICHAT	5/23/2025	WATER	PMCHQ00002460	\$ 3.64
3246	00426	DIGGDON'S FREIGHT SERVICE	5/30/2025	WATER	PMCHQ00002464	\$ 82.08
3247	19809	BUREAU VERITAS CANADA (2019) I	5/30/2025	WATER	PMCHQ00002464	\$ 368.68

Total Cheques: 22

Total Amount of Cheques: \$ 13,801.95



ACTION LIST 2022-2025

Over 6 mos

Complete In Progress Pending

Ref. #	Action Item	Date	Responsible	Time Frame	Status
118	Committee Terms of Reference /Refer the Terms of Reference for council committees that have members of the public to the By-Law/Policy Committee for review. With a focus on member terms, code of conduct, and the onboarding of new members.	11-28-2022	CAO / Municipal Clerk	Immediate	In Progress
148	Lighthouse Heritage Properties / that staff explore funding options for the support of interpretive panels for lighthouse heritage properties on Isle Madame and FURTHER MOVE that staff contact the proponent to inquire on the progress of the project.	2-27-2023	CAO & Cllr M. Diggdon	Immediate	PENDING
396	Canada Post rural mail service interruptions / 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	Pending
400	Climate Emergency Planning / 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
447	Deer Population / to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.	12-16-2024	CAO	Immediate	In Progress
453	Exploration of a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park / that Council authorize staff and Council team to work with the Province and Invest NS on how a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park could work. Update: 4-22-2025 that Council write a letter regarding joint management, and a follow-up letter insisting on the inclusion of Point Tupper Heavy Industrial Park lands in an Atlantic Canadian port assessment that are owned by the province of Nova Scotia and Invest Nova Scotia.	12-16-2024	CAO/Warden	Immediate	In Progress
454	Village of St. Peter's guarantee request for the Community Hub Project / that Council approve a loan guarantee in the amount of \$206,000 for the purpose of the Village of St. Peter's Community Hub Renovation Project.	12-16-2024	Director of Finance	Immediate	Complete
455	Alzheimer Awareness Month /that Council approve the proclamation as presented.	12-16-2024	Municipal Clerk	Immediate	Complete
456	Destination Cape Breton Association financial documents / that Council accept the recommendation of the Committee of the Whole and direct the CAO to speak to the CEO and/or the Board of Destination of Cape Breton Association to allow Richmond County Council to release the financials without the confidentiality component.	1-28-2025	CAO	Immediate	Complete
457	Proclamation request from Jennifer Enright of the Canadian Amyloidosis Support Network /hat Council accept the recommendation of the Committee of the Whole and approve the proclamation to proclaim March 2025 as Amyloidosis Awareness Month in Richmond County.	1-28-2025	Municipal Clerk	Immediate	Complete

458	Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5000.00/ hat Council accept the recommendation of the Committee of the Whole and approve the grant request from the Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5000.00 and be allocated as follows: \$ 750.00 from District One Funds, \$750.00 from District Two Funds, and \$ 3,500.00 from the Infrastructure Grant Funds.	1-28-2025	Director of Finance	Immediate	Complete
459	Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000/ that Council accept the recommendation of the Committee of the Whole and approve the grant request from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000 and be allocated as follows: \$ 500.00 from District Four Funds, \$2,000.00 from District Five Funds, and \$7,500.00 from the Regional Funds.	1-28-2025	Director of Finance	Immediate	Complete
460	Travel and Expense Policy - Re-adoption / that Council accept the recommendation of the By-Law/Policy Committee and re-adopt the Travel and Expense Policy.	1-28-2025	Municipal Clerk	Immediate	Complete
461	Hospitality Expense Policy - Re-adoption / hat Council accept the recommendation of the By-Law/Policy Committee and re-adopt the Hospitality Expense Policy.	1-28-2025	Municipal Clerk	Immediate	Complete
462	Holy Guardian Angels Parish grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5000 / that Council approve the Holy Guardian Angels Parish grant request in the amount of \$1,500.00 to be allocated from the District 5 Funds.	1-28-2025	Director of Finance	Immediate	Complete
463	Whiteside Church Preservation Society grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5,000 / that Council defer the Whiteside Church Preservation Society grant request to the next Committee of the Whole meeting.	1-28-2025	Municipal Clerk	Immediate	Complete
463	Role of caregivers who participate on the Inclusive, Diverse, Equitable, Accessible Advisory Committee/ that Council accept the recommendation of the Inclusive, Diverse, Equitable, Accessible Advisory Committee and have the Warden prepare a letter addressed to the Nova Scotia Directorate, requesting clarification on the role of caregivers who are members of an accessibility advisory committee, AND FURTHER MOVE that a copy of the letter be sent to Inclusion Nova Scotia.	1-28-2025	Warden	Immediate	Complete
464	Crime Stopper decals at appropriate locations in Richmond County/ that Council accept the recommendation of the RCMP Advisory Board and approve the request from Sgt. Mike Lidstone to display Crime Stopper decals throughout Richmond County and FURTHER MOVE to refer to staff for installation and determining the appropriate locations.	1-28-2025	CAO	Immediate	Complete
465	Sgt. Brad Kelly's initiative to organize a Town Hall meeting with residents and local law enforcement/ that Council accept the recommendation of the RCMP Advisory Board and support Sgt. Brad Kelly's initiative to organize a Town Hall meeting with residents and local law enforcement.	1-28-2025	CAO	Immediate	Complete
466	River Tillard to St. Peter's 3km Trail/ that Council reaffirm Council's support for the Province to issue the East Richmond ATV Riders a Letter of Authority to assume management of the trail and to encourage trail users to work together on accessible and reasonable solutions.	1-28-2025	Warden	Immediate	Complete
467	Multi-Use Facility Feasibility Study / that Council accept the recommendation of the Committee of the Whole and accept the Multi-Use Facility Feasibility Study as presented.	02-25-2025	Municipal Clerk	Immediate	Complete
468	Richmond Arena's under-ice surface refrigeration system/ that Council accept the recommendation of the Committee of the Whole and direct staff to investigate any necessary applications for repairs to the Richmond Arena's under-ice surface refrigeration system, surface piping and cement, and refrigeration compression system and report back to Council.	02-25-2025	Director of Public Works/CAO	Immediate	Complete
469	Planning variance notification procedure/ that Council accept the recommendation of the Committee of the Whole and direct Eastern District Planning Commission staff to prepare the amending pages for the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County, decreasing the variance appeal period from 21 days to 14 days.	02-25-2025	Municipal Clerk	Immediate	Complete
470	Atlantic Hydrogen Alliance membership/ that Council accept the recommendation of the Committee of the Whole and authorize staff to make an application for the Municipality of the County of Richmond to become a Catalyst Member of the Atlantic Hydrogen Alliance.	02-25-2025	Municipal Clerk	Immediate	Complete

471	Property assessment caps and homes destroyed by fire or other disaster/ that Council accept the recommendation of the Committee of the Whole and have the Warden draft a letter to the provincial Department of Municipal Affairs asking for this change and as well include our local NSFM representatives Amanda Mombourquette and John Dunbar to be made aware and advocate on our behalf.	02-25-2025	Warden	Immediate	Complete
472	Acadiaville Community Centre Society for the Type 3 - C3 Sponsorships Grant Funds in the amount of \$500/ that Council approve the Acadiaville Community Centre Society grant application for the Type 3 – C3 Sponsorships Grant Funds in the amount of \$500.00 and be allocated from the District 2 Funds	02-25-2025	Director of Finance	Immediate	Complete
473	Coastal Riders ATV Club for the Type 4-Regional/Health/General Grant Funds in the amount of \$3,050./ that Council accept the recommendation of the Committee of the Whole and approve the Coastal Riders ATV Club for the Type 4-Regional/Health/General Grant Funds in the amount of \$3,050.00 and be allocated as follows: \$500.00 from the District 5 Funds, \$500.00 from the District 4 Funds and \$2,050.00 from the Regional Fund.	02-25-2025	Director of Finance	Immediate	Complete
474	Whiteside Church Preservation Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$5,000./ that Council accept the recommendation of the Committee of the Whole and approve the Whiteside Church Preservation Society grant request for the Type 4 – Regional/Health/General Grant Funds in the amount of \$2,000 and be allocated from the District 3 Funds.	02-25-2025	Director of Finance	Immediate	Complete
475	2019 Code of Conduct Policy/ that Council accept the recommendation of the By-Law/Policy Committee and repeal the 2019 Code of Conduct Policy.	02-25-2025	Municipal Clerk	Immediate	Complete
476	Recommendations from In Camera, Re: Committee Appointments/ that Council appoint Donna Dittrick to the IDEA Committee and Clifford Boudreau to the Recreation Advisory Committee.	02-25-2025	Director of Community Development and Recreation	Immediate	Complete
477	Private Road Curbside Collection Requests Policy/ hat Council refer the Private Road Curbside Collection Request Policy to the By-Law/Policy Committee for review.	02-25-2025	Municipal Clerk	Immediate	Complete
478	Letter from the Honourable John Lohr, Minister of Municipal Affairs, Re: New Fiscal Challenges/ that Council have the Warden draft a letter to Minister Lohr in response to his request, thanking him for the letter and noting that Council will provide a response within the next few weeks.	02-25-2025	Warden	Immediate	Complete
479	Isle Madame Boat Club for the Type 4 - Regional/Health/General Grant Funds in the amount of \$20,000./ hat Council accept the recommendation of the Committee of the Whole and approve the Isle Madame Boat Club for the Type 4 - Regional/Health/General Grant Funds in the amount of \$20,000, contingent on CCBF eligibility, allocated as follows: \$10,000 from the Waterfront Development Fund for the 2024/2025 fiscal year and the remaining \$10,000 to be allocated from the Waterfront Development Fund for the 2025/2026 fiscal year.	02-25-2025	Director of Finance	Immediate	Complete
480	Cape Breton South Recruiting for Health/ that Council accept the recommendation of the Committee of the Whole and defer the funding request from Cape Breton South Recruiting for Health to budget deliberations.	03-25-2025	Director of Finance	Immediate	Complete
481	2025 Heavy Collection/ the recommendation of the Committee of the Whole and authorize staff to proceed with the 2025 Heavy Collection at an estimated cost of \$175,000 (net HST rebate), with the funds to be allocated in the 2025/26 budget.	03-25-2025	Director of Public Works	Immediate	Complete
482	Strait of Canso Clean Fuels Domestic Use Strategy/ that Council accept the recommendation of the Committee of the Whole and, based on the 82% leveraging of funds and the opportunity to maximize the benefit for local residents in building a hydrogen economy here in the region, fund the project at \$24,250 from the 2024/2025 fiscal year budget if there is room, otherwise to fund it from the 2025/2026 fiscal year budget.	03-25-2025	Manager of Energy Sector	Immediate	In Progress
483	Construction and Demolition Debris Landfill Expansion/ that Council accept the recommendation of the Committee of the Whole and authorize staff to proceed with the expansion of the Construction and Demolition Debris Landfill, with construction subject to budget approval. & that Council accept the recommendation of the Committee of the Whole and proceed with the engineering work and studies on or after April 1, 2025, at an estimated cost of \$275,000 (exclusive of HST), with the funding to be allocated from CCBF funds.	03-25-2025	Director of Public Works	Immediate	In Progress
484	St. Peter's-Grand River-Loch Lomond Pastoral Charge grant request for the Type 4 - Regional/Health/General Funds in the amount of \$2,645.00/ that Council accept the recommendation of the Committee of the Whole and defer the St. Peter's-Grand River-Loch Lomond Pastoral Charge Type 4 - Regional/Health/General Funds application back to staff for further information.	03-25-2025	Director of Finance	Immediate	Complete

485	St. Peter's-Grand River-Loch Lomond Pastoral Charge grant request for the Type 1- Infrastructure Funds in the amount of \$5,000.00/ that Council accept the recommendation of the Committee of the Whole and approve the St. Peter's-Grand River-Loch Lomond Pastoral Charge grant request for the Type 1-Infrastructure Fund in the amount of \$1,520.00, with the funds to be allocated from the District 4 Funds.	03-25-2025	Director of Finance	Immediate	Complete
486	D'Escousse Civic Improvement Society grant request for the Type 1 - Infrastructure Fund in the amount of \$5,000.00/ that Council accept the recommendation of the Committee of the Whole and approve the D'Escousse Civic Improvement Society grant request for the Type 1- Infrastructure Funds in the amount of \$5,000.00, with the funds to be allocated as follows: \$520.00 from the District 2 Funds, \$500.00 from the District 1 Funds and \$3,980.00 from the Regional Funds.	03-25-2025	Director of Finance	Immediate	Complete
487	Richmond Rize Volleyball Association grant request for the Type 4 - Regional/Health/General Funds in the amount of \$9,919.83/ that Council accept the recommendation of the Committee of the Whole and approve the Richmond Rize Volleyball Association grant request for the Type 4 - Regional/Health/General Funds in the amount of \$4,500.00, with the funds to be allocated as follows: \$1,020.00 from the District 1 Funds and \$3,480.00 from the Regional Funds.	03-25-2025	Director of Finance	Immediate	Complete
488	St. Louis Parish Council grant request for the Type 4 - Regional/Health/General Funds in the amount of \$2,000.00/ that Council accept the recommendation of the Committee of the Whole and approve the St. Louis Parish Council grant request for the Type 4 - Regional/Health/General Funds in the amount of \$2020.00, with the funds to be allocated from the District 3 Funds.	03-25-2025	Director of Finance	Immediate	Complete
489	Request from a resident regarding flags/ that Council accept the recommendation of the Committee of the Whole and suspend the MOCR Flag Policy, permitting the Canadian Flags to be flown, from the day after St. Patrick's Day until March 31, 2025.	03-25-2025	CAO	Immediate	Complete
490	Conversations around housing/ that Council accept the recommendation of the Committee of the Whole and have staff support consultations with developers on improving housing in an open call to ensure no one is excluded.	03-25-2025	CAO/Warden	Immediate	Complete
491	CT Scanner for the Strait Richmond Hospital/ that Council accept the recommendation of the Committee of the Whole and have the Warden write a letter of support for the purchase of a CT Scanner for the Strait Richmond Hospital site to the Minister of Health, and cc'd to MLA/Minister Trevor Boudreau and the Strait Richmond Hospital Foundation & CT Scanner for the Strait Richmond Hospital, that , that Council accept the recommendation of the Committee of the Whole and move the discussion of some financial support towards the purchase of a CT Scanner for the Strait Richmond Hospital to the 2025/2026 budget deliberations.	03-25-2025	Warden	Immediate	Complete
492	Eastern Counties Regional Library's request for the allocation of funding for the St. Peter's Hub project to be included in the Municipality's 2025/2026 annual operating budget/ that Council accept the recommendation of the Committee of the Whole and accept the request for the allocation of funding for the St. Peter's Hub project to be included in the Municipality's 2025/2026 annual operating budget.	03-25-2025	Director of Finance	Immediate	Complete
493	Eastern District Planning Commission operating estimates for the 2025/2026 fiscal year/ that Council accept the recommendation of the Committee of the Whole and accept the EDPC operating estimates, deferring them to budget deliberations.	03-25-2025	Director of Finance	Immediate	Complete
494	Multi-Party First Nations and Municipal Agreement/ that Council accept the recommendation of the Committee of the Whole and enter into the CBREN funding agreement for a four (4) year period, with a two (2) year notice of withdrawal.	03-25-2025	CAO/Warden	Immediate	Complete
495	Richmond Arena/ that Council accept the recommendation of the Committee of the Whole and defer the Richmond Arena discussion to budget deliberations.	03-25-2025	Director Finance	Immediate	Complete
496	Council Procedural Policy regarding the recording of no votes/ that Council accept the recommendation of the By-Law/Policy Committee and amend and adopt the Council Procedural Policy with the change to Section 16(g) by adding the following words after the first sentence. "Votes in opposition shall be recorded to include the name of the member of Council"	03-25-2025	Municipal Clerk	Immediate	Complete
497	IDEA plan refresh reports for the Municipality of the County of Richmond/ that Council accept the recommendation of the Inclusive, Diverse, Equitable, Accessible Advisory Committee and approve the IDEA Plan Refresh Report as presented, AND FURTHER MOVED that a copy of the report be sent to the Province.	03-25-2025	Director of Community Development and Recreation	Immediate	Complete
499	Request for the sale of municipal property, PID 75178905/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and deem property PID 75178905 as surplus property.	03-25-2025	Revenue Manager	Immediate	Rescinded

500	Request for the sale of municipal property, PID 75029892/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and deem property PID 75029892 as surplus property.	03-25-2025	Revenue Manager	Immediate	Complete
501	Lot size restrictions and technology for on-site sewage for unserved areas/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate lot size restrictions and technology for on-site sewage to allow more flexibility in the creation of lots in unserved areas for the purposes of advocacy and to spur housing development.	03-25-2025	CAO	Immediate	In Progress
502	ABCC Citizen Appointee Vacancies/ that Council direct staff to advertise the list of current vacancies and allow them to list vacancies as they arrive going forward.	03-25-2025	Municipal Clerk	Immediate	Complete
503	Flood Hazard Mapping Project/ that Council approve and authorize staff to enter into the agreement with the Department of Municipal Affairs for the Municipal Flood Line Mapping Program.	03-25-2025	CAO	Immediate	Complete
504	Climate Risk Assessment and Prioritized Adaptation Plan Project/ that Council pursue Option One (1) in the staff memo, to approve and upload onto the FCM website a signed letter confirming our in-kind contributions to the project as outlined in the package, Council resolution letter, and to attend online education sessions and update information as required.	03-25-2025	ESC	Immediate	In Progress
505	Letter from Rose Merrick, Chair of the River Bourgeois Community Services Society, regarding a request for MOCR to provide funding in the yearly budget for the power/base lights at the River Bourgeois Lighthouse/ that Council refer this issue to staff for further investigation	03-25-2025	Director of Public Works	Immediate	In Progress
506	Methods of payment for the marketing levy/ that Council have staff investigate the method of payment we are using to receive marketing levy payments from businesses in Richmond County.	03-25-2025	Director of Finance	Immediate	Complete
507	2025-2026 Grants Policy/ that Council adopt the 2025-2026 Grants Policy as presented.	03-25-2025	Municipal Clerk	Immediate	Complete
508	First Reading Approval-Amendments to the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County to reduce the variance appeal period from 21 days to 14 days to align with the Municipal Government Act/ that Council give first reading approval for the amendments to the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County to reduce the variance appeal period from 21 days to 14 days to align with the Municipal Government Act and FURTHER MOVE that staff schedule a public hearing.	03-25-2025	Municipal Clerk	Immediate	Complete
509	Update from Developers - Engage Developers/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and conduct an open process to engage with developers to determine ways the municipality can support housing development.	03-25-2025	CAO/Warden	Immediate	Complete
510	Update from Developers - Letter to NSFM/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and, based on initial conversations with developers in the County, reach out to the Nova Scotia Federation of Municipalities (NSFM) to ask for some reflection on the fact that Canadian Mortgage and Housing Corporation (CMHC) is repeatedly seen as ineffectual among rural developers.	03-25-2025	Warden	Immediate	Complete
510	Planning new areas to have two-lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and have staff investigate specific private road standards for the subdivision bylaw that takes into account serviced/unserved areas, number of lots, and the process for making roads public, based on best practices across the province.	03-25-2025	CAO	Immediate	In Progress
511	CAO Success Plan/ that Council accept the recommendation of the Committee of the Whole and refer the CAO Success Plan to the By-Law/Policy Committee for review.	4-22-2025	Municipal Clerk	Immediate	Complete
512	Senior Take Action Coalition request for financial support / that Council accept the recommendation of the Committee of the Whole and defer the financial request for support from the Senior Take Action Coalition to our budgeting process.	4-22-2025	Director of Finance	Immediate	Complete
513	Nova Scotia Community Solar Program/ that Council accept the recommendation of the Committee of the Whole and send a letter of support to the Minister of Energy for the proposed Community Solar Projects in Richmond County.	4-22-2025	Warden	Immediate	Complete
514	Acting Collectively Project's final report/ that Council accept the recommendation of the Committee of the Whole and accept the Acting Collectively Project-Richmond County Community Profile Report as presented.	4-22-2025	Municipal Clerk	Immediate	Complete

515	Staff appointments for the Eastern District Planning Commission (EDPC)/ that Council accept the recommendation of the Committee of the Whole and accept the list of appointments for staff positions at EDPC, as proposed by the Director, John Bain; effective immediately.	4-22-2025	Municipal Clerk	Immediate	Complete
516	Provincial Capital Assistance Program (PCAP) funding applications/ that Council accept the recommendation of the Committee of the Whole and support the applications to the province's Provincial Capital Assistance Program (PCAP) for the Arichat Water Systems Upgrade Project and the Construction and Demolition Debris Landfill Expansion Engineering Project.	4-22-2025	Director of Public Works	Immediate	In Progress
517	Grant applications from the Rural Communities Foundation of Nova Scotia and Raising the Village Cooperative Limited/ that Council accept the recommendation of the Committee of the Whole and defer both grant applications until after the budget process has been completed.	4-22-2025	Director of Finance	Immediate	In Progress
518	Nova Scotia Non-resident Deed Transfer Tax increase/ that Council accept the recommendation of the Committee of the Whole and send a letter to Premier Tim Houston outlining these concerns and to encourage a reconsideration of the policy change and/or to consider at least making the change apply only to properties with existing dwellings, not land that could be developed into homes, and include 'out-of-country' rather than 'out-of-province,' and that family transactions involving land and/or transfers be included in the list of exemptions.	4-22-2025	Warden	Immediate	Complete
519	Spike Fund/ that Council accept the recommendation of the Committee of the Whole and direct staff to investigate whether such a program could be feasible in Richmond County.	4-22-2025	Director of Community Development and Recreation	Immediate	Complete
520	Letter of support from the Strait Richmond Health Care Foundation/ that Council accept the recommendation of the Committee of the Whole and write a letter of support to the Strait Richmond Health Care Foundation for the purchase of a CT Scanner for the Strait Richmond Hospital..	4-22-2025	Warden	Immediate	Complete
521	Receipt of donations policy development/ that Council accept the recommendation of the By-Law/Policy Committee and refer the policy for donations to staff for a report on the feasibility of moving forward with a draft policy.	4-22-2025	Director of Finance	Immediate	In Progress
522	Exploration of changes to zoning by-laws that support secondary and backyard suites/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to explore what other municipalities have in place for zoning for these units, and the advantages and disadvantages to different options.	4-22-2025	CAO	Immediate	In Progress
523	Maximum setback for commercial wind turbines/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and refer these new setbacks to staff to investigate any potential by-law changes that may be required.	4-22-2025	CAO	Immediate	Complete
524	Letter from Darren Boudreau regarding the pre-blast inspection of his home for the new long-term health care facility/ that Council accept the recommendation of the Planning Advisory/Heritage Committee and direct staff to reach out to the appropriate department to register our concern and to find out if there are either alternative options or a full explanation of the safety measures put in place to protect the municipal water reservoir and local residents.	4-22-2025	CAO	Immediate	Complete
525	Variance Appeal Period / that Council give second reading approval for the Land Use By-Laws for West Richmond, Central Richmond, Isle Madame, St. Peter's, and Richmond County to reduce the variance appeal period from 21 days to 14 days to align with the Municipal Government Act.(Five motions in total)	4-22-2025	Municipal Clerk	Immediate	Complete
526	Strait Area Transit request for continued financial support/ that Council defer the financial request for support from Strait Area Transit to budget deliberations.	4-22-2025	Director of Finance	Immediate	Complete
527	Richmond Arena / that Council direct staff to proceed with a structural assessment of the arena as soon as possible.	4-24-2025	Director of Public Works	Immediate	Complete
528	Committee Appointments / that Council appoint Tara Paon and Shauna Cotton to the IDEA Committee and FURTHER MOVE that staff advertise the following ABCC vacancies: Recreation Advisory Committee, Bras d'Or Lake Biosphere Region Association (BLBRA) Board, Cape Breton Local Immigration Partnership (CBLIP) Council, Destination Cape Breton Association Board (DCBAB), and the Strait of Canso Superport Corporation – Strait Superport Board.	5-27-2025	Municipal Clerk	Immediate	Complete
529	Recommendation from In Camera Session/ that Council accept the recommendation of the Committee of the Whole and authorize the Revenue Manager to sell property AAN 07963912 at the June 6, 2025, tax sale as discussed in camera.	5-27-2025	Revenue Manager	Immediate	Complete
530	Quit Claim Deed/ that Council accept the recommendation of the Committee of the Whole and approve the quit claim deed as presented.	5-27-2025	Municipal Clerk	Immediate	Complete
531	Tax Reduction Due to Fire / that Council accept the recommendation of the Committee of the Whole and write off the taxes for property AAN 02920891 owned by Joyce MacMullen, which was completely destroyed by fire, in the amount of \$2,584.19, which represents taxes on the dwelling only from April 6, 2025, to March 31, 2026.	5-27-2025	Revenue Manager	Immediate	Complete

532	Whiteside Church Preservation Society grant application for the Tier 2 Community Grant Fund in the amount of \$3,000 / that Council accept the recommendation of the Committee of the Whole and refer the grant application from the Whiteside Church Preservation Society to after the budget is passed.	5-27-2025	Municipal Clerk	Immediate	In Progress
533	Deer Population / that Council accept the recommendation of the Committee of the Whole and send a letter to the Minister of Natural Resources urging the Department to make changes to the 2025 fall hunt that recognizes the impact to residents of the exploding population of deer, particularly does, in Richmond County.	5-27-2025	Warden	Immediate	Complete
534	Deer Population / that Council accept the recommendation of the Committee of the Whole and send letters to the Department of Public Works and Nova Scotia Power to request that roadside clearing be scheduled early in areas of Richmond County where wildlife strikes have increased in frequency.	5-27-2025	Warden	Immediate	Complete
535	Cell Service / that Council accept the recommendation of the Committee of the Whole and send a letter to our new Member of Parliament, Jaime Battiste, outlining residents' concerns about limited and deteriorating cell service across Richmond County.	5-27-2025	Warden	Immediate	Complete
536	Pondville Beach Update / that Council accept the recommendation of the Committee of the Whole and direct staff to explore the Municipality's options for a Letter of Authority between the Municipality and the Province for Pondville Beach and report their findings back to Council, upon completion of the work in the Pondville Beach Provincial Park Management Statement.	5-27-2025	Warden	Immediate	In Progress
537	Extended Producer Responsibility / that Council accept the recommendation of the Committee of the Whole and direct staff to look into the change and what impact it might have on the municipality, and to communicate that to the Nova Scotia Federation of Municipalities (NSFM).	5-27-2025	CAO/Director of Public Works	Immediate	In Progress
538	Spike Fund / that Council accept the recommendation of the Committee of the Whole and refer the Spike Fund Program to the By-Law/Policy Committee.	5-27-2025	Municipal Clerk	Immediate	Complete
539	Draft Financial Statements / that Council accept the recommendation of the Audit Committee and approve the financial statements of the Municipality for the year ended March 31, 2024.	5-27-2025	Council	Immediate	Complete
540	Appointment of Auditors / that Council accept the recommendation of the Audit Committee and appoint Doane Grant Thornton as the auditors for the March 31st, 2025, fiscal year end.	5-27-2025	Director of Finance	Immediate	Complete
541	Maximum Setbacks for Commercial Wind Turbines / that Council give first reading approval for the proposed amendments to Policy 5-52 of the MOCR Municipal Planning Strategy as presented., that Council give first reading approval for the proposed amendments to section 6:35.9(a) and 6.35.9 (b) of the MOCR Land Use By-Law as presented., and hat Council give first reading approval for the proposed amendments to Part 9 and Part 15 of the West Richmond Planning Area Land Use By-Law as presented.	5-27-2025	Municipal Clerk	Immediate	In Progress
542	Accessory Dwelling Units / that Council give first reading approval for the proposed amendments to the Municipal Planning Strategy for the Isle Madame Plan Area, Chapter 3 Sub-Section 3(a) and Policy G-3.1(a) as presented., and that Council give first reading approval for the proposed amendment to the Land Use By-Law for the Isle Madame Plan Area, Section 33 as presented.	5-27-2025	Municipal Clerk	Immediate	In Progress
543	Dog Control By-Law / that Council give first reading approval for the proposed new Dog Control By-law as presented.	5-27-2025	Municipal Clerk	Immediate	In Progress
544	Service Connections for accessory dwellings on lots that are able to be subdivided / that Council direct staff to explore possible revisions to current utility regulations around the hookup of secondary units on the same property, including lots that can be subdivided and those that can not.	5-27-2025	CAO/Director of Public Works	Immediate	In Progress
545	Recreation Nova Scotia Sponsorship request / that Council refer the sponsorship request to budget deliberations.	5-27-2025	Municipal Clerk	Immediate	Complete
546	Strait Area Chamber of Commerce - House Steering Committee request for financial support / that Council refer the financial request to budget deliberations.	5-27-2025	Municipal Clerk	Immediate	Complete