



Regular Council Meeting

Tuesday, January 28, 2025

6:30 p.m., Item 1- 2, Richmond Room

7:00 p.m., Item 3-15, Council Chambers

AGENDA

1. **Call to Order**
2. **In Camera**
 - a) Personnel
3. **Opening Acknowledgement**
4. **O'Canada**
5. **Roll Call of Councillors**
6. **Items Added to the Agenda (Approval of Agenda)**
7. **Review of Minutes, Re:**
 - a) Regular Council, December 16, 2024
8. **Question Period:**
 - Restricted to items on the committee reports
 - Phone in: (902) 226-9885 (see question period details below)
9. **Committee Reports:**
 - **Committee of the Whole**
 - Destination Cape Breton Association financial documents
 - Amyloidosis proclamation request
 - Isle Madame New Horizon Senior Citizens grant request for the Type 1 - Infrastructure Grant Funds in the amount of \$5,000
 - Richmond Boxing Club grant request for the Type 4 - Regional/Health/General Grant Funds in the amount of \$10,000
 - **By-Law/Policy Committee**
 - Re-adoption of the Travel and Expense Policy
 - Re-adoption of the Hospitality Expense Policy
 - Adoption of the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee Terms of Reference
 - Holy Guardian Angels Parish grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5000
 - Whiteside Church Preservation Society grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5,000



- **Inclusive, Diverse, Equitable, Accessible (IDEA) Committee**
 - Role of caregivers who participate on the IDEA Committee
- **RCMP Advisory Board**
 - Crime Stopper Decals
 - RCMP Town Hall meeting

10. New Business

- a) Councillor Amanda Mombourquette, Re: River Tillard to St. Peter's 3km Trail

11. Correspondence

- a) **Action Required:**
 - i. n/a
- b) **For Information Purposes**
 - i. MOCR letter to the Honourable Fred Tilley, Minister of Public Works, Re: Request for certain now-closed provincial roads to be re-opened and maintained as secondary means of travel for emergencies
 - ii. Letter from the Honourable Kim Masland, Minister of Emergency Management, Re: Moving towards consistent and impactful emergency response
 - iii. Letter from Allen Webber, Warden, Municipality of Chester to the Honourable John Lohr, Minister of the Department of Municipal Affairs, Re: Concerns about the Code of Conduct Policy

12. Review of Action Items

- a) Action Items List

13. Items Added to the Agenda

14. Question Period

- Restricted to the remainder of the agenda following the Committee Reports
- PHONE IN: (902) 226-9885 (see Question Period Details Below)

15. Adjournment

Question Period Details PHONE IN: (902) 226-9885

Any member of the public may ask a question on any item listed in the agenda without giving notice. A maximum of ten (10) minutes is set aside for Question Period. Anyone wishing to ask a question either in person or by phone must identify who they are prior to asking the question.

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

No person speaking during Question Period shall:

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

Livestreaming

All Committee of the Whole and Regular Council Meetings will be live streamed on the Municipality of the County of Richmond YouTube Channel.

The link for the meetings can be found at [Municipality of the County of Richmond - YouTube](#)



Regular Council Meeting

Monday, December 16, 2024
6:00 p.m.

Location: Richmond Room/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), Shelley David, Municipal Clerk

Call to Order

Warden Lois Landry called the meeting to order at 6:02 p.m.

In Camera Session

Moved Councillor Shawn Samon, seconded by Deputy Warden Brent Sampson, that the meeting move to an "In-Camera" session at 6:02 p.m.

Motion carried.

- a) Legal
- b) Personnel

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the meeting revert to "Regular" session at 6:58 p.m.

Motion carried.

Opening Acknowledgement

The Warden reconvened regular session and made the following opening acknowledgment:

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



O'Canada

The Warden asked everyone to stand, if able, for the singing of O'Canada.

Roll Call of Councillors

The CAO took roll call of Councillors.

Items Added to the Agenda (Approval of Agenda)

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette that the agenda be approved.

Motion carried.

Presentation of Local Food Bank Cheques

The Warden presented the local food bank cheques.

Review of Minutes, Re:

a) Public Hearing Minutes, November 25, 2024

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the minutes of the November 25, 2024, public hearing be approved as amended. Motion carried.

b) Regular Council Minutes, November 25, 2024

Moved by Councillor Shawn Samson, seconded by Councillor Amanda Mombourquette, that the minutes of the November 25, 2024, Regular Council meeting be adopted as circulated.

Motion carried.

Question Period:

There were no questions.



Committee Reports

Committee of the Whole

The Committee discussed the recommendation from the in camera session.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that Council accept the recommendation of the Committee of the Whole and appoint Dorothy Booher to the IDEA Committee for a 5-year term, Robbin Cotton and Robert Wambolt to the Planning Advisory/Heritage Committee, both for 5-year terms, Stacey Morrison to the RCMP Advisory Board for a 5-year term, Cindy Walker to the Destination Cape Breton Association Board for a 3-year term; and FURTHER MOVE that Council direct staff to advertise any remaining vacancies to ABCCs.

Motion carried.

The Committee discussed the designation of Destination Cape Breton Association to administer the Cape Breton Island Marketing Levy.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that Council accept the recommendation of the Committee of the Whole and designate Destination Cape Breton Association as the administrator of the Marketing Levy for Richmond County.

Motion carried.

The Committee discussed the request for the Destination Cape Breton Association financial statements.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that Council accept the recommendation of the Committee of the Whole and direct the CAO to request the financial statements for the past three to four years from the Destination Cape Breton Association.

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson that the main motion be amended to remove the words “three to”.

Motion carried.



Moved by Deputy Warden Brent Sampson, seconded by Amanda Mombourquette, that Council accept the recommendation of the Committee of the Whole and direct the CAO to request the financial statements for the past four years from the Destination Cape Breton Association.

Motion carried.

The Committee discussed the deer population briefing note update.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that Council accept the recommendation of the Committee of the Whole and direct staff to select quotes for the above-noted work. (Deer population briefing note attached.)

Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette, that the main motion be amended to replace the word “select” with “request” and to add the following words to the end of the sentence: “and to have staff speak with NSCC before looking for quotes.”

Motion carried.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that Council accept the recommendation of the Committee of the Whole and direct staff to request quotes for the above-noted work and to have staff speak with NSCC before looking for quotes. (Deer population briefing note attached.)

Motion carried.

The Committee discussed the approved fire equipment reallocation.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that Council accept the recommendation of the Committee of the Whole and accept the Volunteer Fire Department Equipment Funding Memo from the Emergency Services Coordinator.

Motion carried.



The Committee discussed property AAN 04127455 which was damaged by fire.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that Council accept the recommendation of the Committee of the Whole and write off the taxes for property AAN 04127455 owned by Rodney Samson, which was completely destroyed by fire, in the amount of \$400.69, which represents taxes on the dwelling only from August 7, 2024, to March 31, 2025.

Motion carried.

The Committee discussed the invitation to join the Rural Region 1 Solid Waste Committee.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that Council accept the recommendation of the Committee of the Whole and have the Director of Public Works and one member of Council, pending selection, attend the Rural Region 1 Solid Waste Committee meetings.

Motion carried.

This concludes the Committee of the Whole Report for the month of December 2024, and I move its adoption.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Brian Marchand, that Council adopt the Committee of the Whole report for the month of December 2024.

Motion carried.

By-Law/Policy

The Committee discussed the Municipal Management Emergency Planning Committee (MEMPC) terms of reference

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that Council accept the recommendation of the By-Law/Policy Committee and adopt the MEMPC terms of reference with the changes as discussed.

Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette that the main motion be amended to include the words “and replace “51” with “50” in section 3.3”.

Motion carried.



Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that Council accept the recommendation of the By-Law/Policy Committee and adopt the MEMPC terms of reference with the changes as discussed and replace “51” with “50” in section 3.3.

Motion carried with four (4) in favour and one (1) opposed.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that Council adopt the By-Law/Policy Committee report for the month of December 2024.

Motion carried with four (4) in favour and one (1) opposed.

Fire Protection Services Committee

The Committee discussed advertising for the recruitment of volunteer firefighters.

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson that Council accept the recommendation of the Fire Protection Services Committee and have municipal staff meet with the Volunteer Fire Departments to discuss advertising in the Richmond Reflection for the recruitment of volunteer firefighters in Richmond County.

Motion Carried

Moved by Councillor Brian Marchand, seconded by Deputy Warden Brent Sampson, that Council adopt the Fire Protection Services Committee report for the month of November 2024.

Motion carried.

Members of Council Items:

a) Councillor Amanda Mombourquette

- i. Electric vehicles (EVs) in tendering requirements (verbal)

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson that Council refer this item to staff to investigate the feasibility of gradually integrating more EVs into our public fleet vehicles, looking at it from a perspective of both greenhouse gas (GHG) reduction and saving taxpayers dollars.

Motion carried.



- ii. Exploration of a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park (verbal)

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that Council authorize staff and Council team to work with the Province and Invest Nova Scotia on how a Joint Management and Planning Committee for the Point Tupper Heavy Industrial Park could work.

Motion carried.

Correspondence

a) Action Required

- i. Kathleen Jeffrey, Interim Director of Finance, Re: Request for Municipal Guarantee for the Village of St. Peter's Community Hub Renovation Project.

Deputy Warden Brent Sampson identified a conflict of interest and removed himself from the discussion at 7:46 p.m.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand 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.

Motion carried.

RESOLUTION

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

WHEREAS the Village of St. Peter's has, with the approval of the electors of the Village, determined to borrow the aggregate principal amount of TWO HUNDRED AND SIX THOUSAND Dollars (\$206,000) for the purpose of the Community Hub Renovation Project;

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



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

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

BE IT THEREFORE RESOLVED

THAT the Municipality of the County of Richmond does hereby approve the borrowing by the Village of St. Peter's the aggregate principal amount of TWO HUNDRED AND SIX THOUSAND Dollars (\$206,000) for the purposes set out above;

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

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

Deputy Warden Brent Sampson returned to the meeting at 7:50 p.m.

- ii. Shealene Barrett, Alzheimer Society of Nova Scotia, Regional Coordinator Education & Outreach Cape Breton, Re: Alzheimer Awareness Month proclamation request.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Brian Marchand that Council approve the proclamation as presented.

Motion carried.



Proclamation

Alzheimer Awareness Month
January 2025

WHEREAS: There are an estimated 16,000 people living with dementia in Nova Scotia; and

WHEREAS: It is projected that the number of people living with dementia in Nova Scotia will increase by 87% with nearly 30,000 people likely to be living with dementia by 2050; and

WHEREAS: The Alzheimer Society of Nova Scotia is committed to alleviating the personal and social consequences of Alzheimer's disease and other dementias and to promoting the search for the causes and cures.

THEREFORE, BE IT RESOLVED that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby declare January as Alzheimer Awareness Month in the Municipality of the County of Richmond.

b) For Information Purposes

- i. Cape Breton South Recruiting for Health annual newsletter

Review of Action Items

- a) Action Items List
For information only.

Items Added to the Agenda

n/a

Question Period

Robbie Fougere approached Council (via telephone).

Adjournment

There being no further business, the Chair adjourned the meeting at 8:06 pm.

Municipal Clerk

12-16-2024 MOCR Regular Council Meeting Minutes

Chairperson

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

Purpose

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

Background

On October 24, 2023, Council made a motion to have staff contact the Department of Natural Resources and Renewables to inquire about what program(s) are in place to manage the deer population in Richmond County and report back to council.

Current Situation

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

Financial Resources

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

Other Resources

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

Recommendations

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

Action Required

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

Update - Nov. 2024

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

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

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



Committee of the Whole Report January 2025

The Committee met on January 14, 2025

The Committee discussed the financial documents received from the Destination Cape Breton Association.

I move 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.

The Committee discussed the proclamation request from Jennifer Enright of the Canadian Amyloidosis Support Network.

I move that 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. (Proclamation attached)

The Committee discussed the grant request from the Isle Madame New Horizon Senior Citizens Club for the Infrastructure Grant Funds in the amount of \$5000.00.

I move that 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.

The Committee discussed the grant request from the Richmond Boxing Club for the Type 4 – Regional/Health/General Grant Funds in the amount of \$10,000.

I move 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.

This concludes the Committee of the Whole Report for the month of January 2025, and I move its adoption.



Amyloidosis Awareness Month Proclamation

Whereas, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

Whereas, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

Whereas, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

Whereas, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

Whereas, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

Whereas, Early diagnosis can lead to better outcomes for both patients and their families; and

Whereas, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

Attendu Que mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

Attendu Que l'amylose est un groupe de maladies qui se développe lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

Attendu Que l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

Attendu Que l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

Attendu Que certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie ;et

Attendu Que le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

Attendu Que la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.

Therefore, be it resolved that I, Warden Lois Landry, on behalf of Richmond County Municipal Council, do hereby proclaim March 2025 as "Amyloidosis Awareness Month" in the Municipality of the County of Richmond.

Dated at Arichat, Nova Scotia this ____ day of _____ 2025.

Warden Lois Landry

By-Law/Policy Committee Report

January 2025

The Committee met on January 14, 2025.

The Committee discussed the re-adoption of the Travel and Expense Policy.

I move that Council accept the recommendation of the By-Law/Policy Committee and re-adopt the Travel and Expense Policy.

The Committee discussed the re-adoption of the Hospitality Expense Policy.

I move that Council accept the recommendation of the By-Law/Policy Committee and re-adopt the Hospitality Expense Policy.

The Committee discussed the Inclusive, Diverse, Equitable, Accessible (IDEA) Committee terms of reference.

I move that Council accept the recommendation of the By-Law/Policy Committee and adopt the IDEA Committee Terms of Reference as presented with the changes to sections 3.1 and 3.10 as discussed.

The Committee discussed the Grant Policy to clarify eligibility versus asset ownership.

The Committee reached a consensus to refer the Holy Guardian Angels Parish, and the Whiteside Church Preservation Society grant requests to Council for consideration.

- Holy Guardian Angels Parish grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5000 (Application attached)
- Whiteside Church Preservation Society grant request for the Type 1- Infrastructure Grant Funds in the amount of \$5,000 (Application attached)

This concludes the By-Law/Policy Committee Report for January 2025, and I move its adoption.



1. Purpose

1.1 The Inclusive, Diverse, Equitable, Accessible (IDEA) Committee is essential in advancing Richmond County's commitment to inclusivity, diversity, equity, and accessibility. The IDEA Committee is a partnership between the Municipality of the County of Richmond and the Village of St. Peter's that will support the County and the Village in fulfilling their responsibilities under Nova Scotia's Accessibility Act and the Dismantling Racism and Hate Act

2. Mandate

2.1 The Inclusive, Diverse, Equitable, Accessible (IDEA) Committee provides guidance to Richmond County Council and the Village of St. Peter's Commission. The type of advice provided will identify, advocate, and eliminate barriers to all within Richmond County. This advice will apply to the County's and the Village's programs, services, activities, and facilities. Advice may also apply to advocacy efforts in general.

3. Role and Responsibilities

The Inclusive, Diverse, Equitable, Accessible (IDEA) Committee shall:

- 3.1 Advise on the preparation, implementation, and effectiveness of its IDEA plan(s).
- 3.2 Review and provide recommendations to update its IDEA plan(s) at least every three years, in accordance with the acts,
- 3.3 Provide recommendations to the Municipality and Village on consulting with stakeholders on inclusion, diversity and accessibility in the organization,
- 3.4 Identify and advise on the inclusion, diversity and accessibility of existing and proposed services/programming and facilities,
- 3.5 Advise and make recommendations about strategies designed to achieve the objectives of the organization's accessibility plan,

- 3.6 Receive and review information from staff and senior leadership, and make recommendations, as requested, and
- 3.7 Provide advice as necessary to Municipal and Village staff to assist in monitoring compliance with federal and provincial government directives and regulations.

The Inclusive, Diverse, Equitable, Accessible (IDEA) Committee may provide advice to:

- 3.8 Partner with businesses and organizations to consult and provide recommendations to improve inclusion, diversity and accessibility of:
 - a) Public transit, and
 - b) Provincial roadways, signage, and intersections,
 - c) Commercial and non-municipal public spaces, including, but not limited to:
 - i) Trails,
 - ii) Businesses,
 - iii) Community-owned halls and outdoor gathering spaces,
- 3.9 Partner with businesses and organizations to develop educational resources related to the value of inclusion for persons with disabilities, and the supports that exist to assist with workforce integration, and
- 3.10 Work closely with the Seniors Take Action Coalition and other relevant groups to ensure that an age-friendly community lens is considered when providing advice and recommendations.
- 3.11 Work closely with underrepresented community members to reflect the vast diversity and voices within the county.

4. Composition and Terms of Appointment

- 4.1 The Inclusive, Diverse, Equitable, Accessible (IDEA) Committee will be comprised of 4-14 members:
 - Up to eight (8) community representatives
 - One (1) member of the current Council
 - One (1) member of the current Village Commission
 - Two (2) resource members of the Community Development and Recreation Department

- Two (2) resource members of the Village of St. Peter's
 - At least half of the members must be first voice representatives, with persons who identify as having disabilities or represent organizations that represent persons who identify as having disabilities, in accordance with the Nova Scotia's Accessibility Act and the Dismantling Racism and Hate Act.
- 4.2 Council appointments shall be from the beginning of their term for up to two years and renewable for an additional two years following a committee review by Council. Members at large appointment shall be for four years with the first year beginning one year after the municipal election cycle.
- 4.3 The Committee will receive administrative support from the Richmond County Community Development and Recreation Department, including the recording of minutes, meeting preparation, and communicating Committee recommendations to Richmond County Municipal Council.
- 4.4 The Co-Chairs shall be elected by the Committee for a one (1) year term, with the provision that they will be eligible for re-election after the completion of the term.
- 4.5 If a Committee member is absent for three consecutive meetings without a justifiable cause (in discussion with the co-chairs), they shall be deemed to have forfeited their membership.
- 4.6 Voting Members (10):
- (8) community representatives
 - (1) Council member
 - (1) Village Commissioner
- 4.7 Non-voting members (4):
- One (1) Director of Community Development and Recreation
 - One (1) Community Development and Special Project Officer
 - One (1) Village Clerk
 - One (1) Village Administrative Support

5. Meetings

- 5.2 Meeting procedures shall follow the Council Procedural Policy.
- 5.3 The Advisory Committee will meet a minimum of four (4) times per year, or as needed to fulfill its duties.
- 5.4 A quorum for meeting purposes will be the majority of voting members.
- 5.5 An agenda will be prepared and distributed to members prior to meetings as per the Strategic Communications Plan. Members will review the agenda and supporting information to be prepared to fully participate in and be knowledgeable on all items to be discussed at the meeting.

6. Authority and Accountability

- 6.1 The Inclusive, Diverse, Equitable, Accessible (IDEA) is a committee formally approved by Council and is provided with the authority to make recommendations to Council. Final decisions related to the work of the Committee rest with Municipal Council.
- 6.2 At least quarterly, progress reports shall be presented to Council at Committee of the Whole meetings by a designated member (member of Council, staff, and/ or citizen appointee). The timing of the quarterly reports will be influenced as appropriate by the meeting frequency/activity of the ABCC. If a committee meets at least once, it shall be included in the next quarter reports.

7. Related Documentation

- [Committees Policy](#)
- [Council Procedural Policy](#)
- [Strategic Communications Plan](#)
- [Accessibility Plan](#)
- [Municipal Government Act](#)
- [Nova Scotia Dismantling Racism and Hate Act](#)
- [Nova Scotia Accessibility Act](#)

8. Version Log

Version Number	Amendment Description	Council Approval	Date
2	Amended to reflect the new terms of reference formatting and to change the committee representatives from six to eight members and further clarify section 4, Composition and Terms of Appointments.		
1	New	Yes	July 14, 2021

9. Certification

I, Shelley David, Municipal Clerk for the Municipality of the County of Richmond, hereby certify that these Terms of Reference were duly approved.

Shelley David
Municipal Clerk



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: January 23, 2025

RE: Type 1 – Infrastructure

Dear CAO,

Attached is a grant application from Holy Guardian Angels Parish for Infrastructure Grant Funds in the amount of \$5,000. Please note we have been provided with correspondence indicating the building is owned by the Diocese of Antigonish however, the organization has provided additional information for the interpretation of council in relation to eligibility. In reference to "Own/lease the assets being upgraded/improved" the Grant Policy – Schedule A – Limits/Policy Details.

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

Best Regards

KJ.

Kathleen Jeffrey
Interim Director of Finance

This project aligns with the following County initiatives or plans:

- | | |
|---|--|
| <input type="checkbox"/> Accessibility Plan | <input type="checkbox"/> Economic Development |
| <input checked="" type="checkbox"/> Active Living / Recreation Plan | <input 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> | |



Grant/Funding Application

Organization Legal Name	Holy Guardian Angels Parish		Contact Person	Kene SAMSON	
Position in Organization	Chair, Parish Council	Email	[REDACTED]	Telephone	[REDACTED]
Mailing Address	P.O. Box 145, L'Ardoise, N.S. B0E1S0				
Signature	K. Samson		Date	December 16, 2024	

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

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

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

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

What you need to know before applying for funding

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

Please forward applications to:
Danielle Martell, Community Development & Special Projects Officer
2357 Hwy 206, P.O. Box 120
Arichat, NS B0E 1A0

Grant Type
1



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

Section A - Infrastructure - 50% of costs, Maximum of \$5,000 per application

Maximum of one application per year, per organization

Application checklist:

- Attach a photocopy of current Registry of Joint Stocks renewal and file number - *Attached*
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year
- 3 Quotes for proposed project with an explanation of award

Overview of Project

Please describe the project in as much detail as possible.

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

See Attached letter.

Does your organization own the assets for which you are applying for funding to upgrade/improve? Yes No

see attached

Project budget

Cost of the project

Capital Costs

Land

Materials

Labour Costs

Other Capital Costs

Specify:

Other Capital Costs

Specify:

TOTAL \$ 0.00

Financing the project/Other revenue

Organization's costs

Have you had to borrow for this project? Yes No

Loan/Debt

Funding Agency - *raising*

Provincial

Federal

Other (Specify): *HST*

Amount requested from Municipality

If approved, funds must be spent by March 31.

TOTAL \$ 0.00

27,326.39
22,294.00
7760.92
40,581.
7443.06
57,063.45
3921.53
5,000.00
57,063.45

December 13, 2024

Municipality of the County of Richmond

P.O. Box 120, Arichat, Nova Scotia

B0E 1A0

Dear Members of Council:

We are writing to request municipal infrastructure funding for a roof replacement at the L'Ardoise Community Centre.

Applicant

The sponsoring applicant is Holy Guardian Angels Parish/L'Ardoise Community Centre. There is a Parish Council and a Finance and Management Committee who oversees the management and operation of the Community Centre.

Description of Facility

The L'Ardoise Community Centre is situated at 206 Chaple Cove Road and is central to our community, which spans from Grande Greve to Point Michaud. This building is the focal point for community gatherings, whether social, recreational, fundraising, planning etc. It is also a venue for large-scale events that attract tourists and visitors to our region.

The Community Centre, constructed in 1972, is a two-storey 50' x 100' wooden structure. The basement (lower level) is similar in size, largely a cement structure. An outdoor 100' x 30' deck is an upper attachment which allows for increased volume of service.

Facility Use

Since its inception, the L'Ardoise Community Centre continues to be available for important gatherings, serving all ages. Home of the L'Ardoise Acadian Day Festival, the Community Centre is the main stage for most festival activities. This year marked the 62nd Anniversary of an annual celebration of rich culture and heritage. The festival is a four-day event having a tremendous economic and tourism boost to Richmond County.

The Celtic Colours International Festival has been pleased to showcase an exciting program, using the L'Ardoise Community Centre for the past 13 years. Other annual events include the Annual Children's Parade, which is hosted by the L'Ardoise Men's Club; Milestone Anniversary Celebration hosted by the L'Ardoise Social Action Committee; Remembrance Day services, sponsored by the L'Ardoise Legion Branch #110; dinners and bake sales hosted by the Seniors Jolly Club; and events sponsored by the Dr. W.B. Kingston Medical Clinic.

Organizations who make use of our facility include the L'Ardoise Parish Council, The L'Ardoise Men's Club, The L'Ardoise Seniors Jolly Club, the L'Ardoise Adult Recreation Club, L'Ardoise Social Action, Dr W.B. Kingston Medical Clinic, Coastal Riders Bike Club, Alcoholics Anonymous, The L'Ardoise Volunteer Fire

Department, L'Ardoise Legion and Cadet Corps., as well as other groups and private functions. Federal, Provincial and Municipal governments continue to use the L'Ardoise Community Centre for information/workshop sessions, along with its use on Election Day for voting.

L'Ardoise, not unlike many rural communities, is trying to keep the community sustainable. With the closure of Ecole L'Ardoise School in 2000, the L'Ardoise Community Centre has become the venue for individuals, groups, organizations and businesses to engage in community support and partnerships, building the social, cultural and economic fabric of continued growth.

Application Ownership

Under the Episcopal Corporation of the Diocese of Antigonish, with the Provincial Legislation enacted in March 1961, all real estate and personal property since 1909, acquired or held, are vested in the Diocese. L'Ardoise Parish property and Incorporation date back to 1823.

Project Description

Since its completion in 1972, the L'Ardoise Community Centre has undergone significant improvements. Enhancements to both the interior and exterior were done in 2004, 2011, 2014 and 2019. Amongst the necessary repairs were the accessibility entrance, washroom enhancements, kitchen enhancements, floor tile replacement, mold remediation, wiring upgrades, roof repairs, and Food Bank Room construction. Recently, the Community Centre was designated as a Comfort Centre within our area.


In consultation with local contractors and members of our Parish Council, it has become apparent that there are several areas of the Centre's roof that are in urgent need of repair. The Centre's location is in close proximity to the ocean and at times, strong winds do contribute to damaging areas of the roof. It was concluded that it is vital to have a metal roof installed. This will provide a much more secure and sustainable building.

Quotes were solicited and an application for funding was submitted to The Nova Scotia Department of Communities, Culture, Tourism and Heritage. The Provincial Government recently approved 75% funding assistance for the roof replacement.

In an effort to assist with funding the total costs of the Project, we respectfully submit an application for Municipal infrastructure funding in the amount of \$5000. The remaining cost of the Project will be funded through community fundraising.

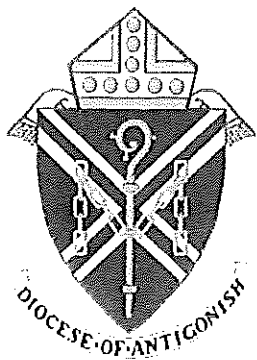
Should you require further information please do not hesitate to contact us.

Respectfully Submitted,



René Samson, Chair

Holy Guardian Angels Parish Council/L'Ardoise Community Centre



DIOCÈSE ANTIGONISH DIOCESE

DIOCESAN PASTORAL CENTRE CENTRE DIOCÈSAIN DE PASTORALE

Mailing Address: P.O. Box 100, Sydney, NS B1P 6G9

Website: www.antigonishdiocese.com

Phone: 902-539-6188

Fax: 902-539-7195

January 5, 2024

Nova Scotia Department of
Communities, Culture & Heritage
1741 Brunswick Street, 3rd Floor,
P.O. Box 456,
Halifax, N.S.
B3J 2R5

Re: Funding for Roof Repairs

To Whom It May Concern:

Please accept this letter as support for the application made to your Community Facilities Program from the L'Ardoise Community Center in the community of L'Ardoise. This community center in the Holy Guardian Angels Parish, and all parishes within the boundaries of the Catholic Episcopal Corporation of the Diocese of Antigonish, are owned by the Diocese of Antigonish and the Diocese is aware of and fully supports this grant application.

With respect to Registry of Joint Stocks, please note that the Catholic Episcopal Corporation of the Diocese of Antigonish is incorporated and was created by provincial legislation (see attached).

In the community of L'Ardoise, as with many rural parishes, our Diocese and this Parish recognizes that the L'Ardoise Community Center is not only used for church related functions, but in fact has a long history of community bookings and uses. This will of course continue into the future.

We thank you for your time and look forward to a positive response to our grant application.

If you require any further information please contact the undersigned.

Sincerely

Cathy Farrow, CPA, CMA
Managing Director/Financial Administrator

1909 - Become the C.C.C.A.

346 .

10 Eliz. II.

CHAPTER 113

1961

CHAPTER 113

An Act to Amend Chapter 125 of the Acts of 1909,
An Act to Consolidate and Amend the Acts
Relating to the Roman Catholic Episcopal
Corporation of Antigonish

(Assented to the 24th day of March, A.D., 1961)

Be it enacted by the Governor and Assembly as
follows:

1909 C.125,
S.5A added

1 Chapter 125 of the Acts of 1909, An Act to
Consolidate and Amend the Acts Relating to the
Roman Catholic Episcopal Corporation of Antigonish,
is amended by adding immediately after Section
5 thereof the following Section:

Vesting of
property

*Held in
Trust*

5A (1) All real estate and personal pro-
perty that since the twenty-third day of April,
1909, has been acquired or held and is still held
at the date of enactment of this Section or that
hereafter is acquired or held by any person in
trust or otherwise for the benefit of the Cath-
olic Church in the Island of Cape Breton or in
the Counties of Pictou, Antigonish or Guys-
borough or of any parish of that Church is
hereby vested in the Catholic Episcopal Cor-
poration of Antigonish.

Vesting
subject to
trust

(2) Where any real estate or personal
property vested in the said Corporation pursu-
ant to subsection (1) is or has been held subject
to a trust for any special use or purpose it shall
be held, used and administered by the Corpor-
ation in accordance with and subject to the terms
of that trust.

2. (1) The incorporators above named and their successors in office shall be the official board of directors, with power to appoint their own officers and call to their aid such assistants as may be required, and to make by-laws for their own government, and the proper conducting of the business of the Corporation.

(2) Any male member of a legal age belonging to any congregation which is part of the Evangelical Lutheran Synod of Nova Scotia shall be eligible to be a director of the association.

(3) At the annual meeting of the Evangelical Lutheran Synod of Nova Scotia, one director shall be chosen to succeed the director who has completed the term of three years, and likewise at each succeeding annual meeting of such synod, a director shall be appointed.

(4) Each director so appointed shall hold office for three years or until his successor is appointed, and an acting director shall be eligible for re-election or re-appointment.

(5) Not more than one director shall be chosen at the same time from any one parish.

An Act Respecting Lands Belonging to the Roman Catholic Episcopal Corporation of Antigonish.

(Passed by the order of Her Majesty, A. D. 1912.)

Section.
1. Purpose.
Declaration of ownership of

Section.
2. Declaration of ownership of
quantity of real property.

Whereas, the Roman Catholic Episcopal Corporation of Antigonish, a body corporate under the laws of the Province of Nova Scotia, is the owner of a portion of the following described lot of land, consisting of one square acre, by virtue of the purchase of the same from the last owner, one Hugh Hunter, now deceased, and the quiet, peaceable, continuous and uninterrupted possession by the said corporation of said land since the purchase thereof, a period of fifty years, and,

Whereas, no deed of conveyance of such land can be found, and

Whereas, the balance of such heretofore described land, consisting of a strip of land measuring 20 by 210 feet adjoining said acre lot on the east, and a strip of land measuring 70 by 280 feet adjoining the said two portions of land on the south, was purchased from the administrator of the estate of Rev. M. A. McPherson, deceased, by said corporation in good faith, believing the said administrator had full power and authority to sell the same, and

Whereas, a mortgage of said land for \$15,000 to the Eastern Trust Company, trustee, said Company being a body corporate under the laws of the Province of Nova Scotia, was on the 24th day of January, A. D. 1912, executed by the said corporation;

Whereas, the said corporation erected a church upon said land said church building standing partly on each of the said above in part described lots of land, and

Whereas, the purchase price of said last described lot of land appears to be reasonable market value of such land;

Be it therefore enacted by the Governor, Council and Assembly, as follows:

1. The Roman Catholic Episcopal Corporation of Antigonish, a body corporate under the laws of the Province of Nova Scotia, is hereby declared to have been the owner in fee simple of the following described lot of land on the 24th day of January, A. D., 1912, at the time of executing a mortgage of that date for \$15,000 to the Eastern Trust Company trustee, that is to say:

All that piece, parcel or lot of land situate, lying and being at Little Bras d'or, in the County of Cape Breton, more particularly bounded and described as follows: Beginning at a point on the southern side of the main road leading through Little Bras d'or at the north-western corner of land owned and occupied by Alfred King; thence following Alfred King's eastern side line one hundred and eighty feet to a point; thence at right angles easterly and parallel to the southern side of said main post road one hundred and thirty feet to a point; thence northerly and parallel with the first named course one hundred and eighty feet to the southern side line of said road and thence westerly along the southern side line of said road one hundred and thirty feet to the place of beginning, and comprising the lot of land sold and conveyed to Hugh Hunter by Andrew Young by deed dated the 30th day of May, A. D., 1844, recorded in Book "N," page 400, and by the said Hunter sold to the said Roman Catholic Episcopal Corporation; and a lot of land described in a deed dated the 29th day of March, A. D., 1912, from Joseph McPherson and Neil McPherson to the said corporation.

2. Said Roman Catholic Episcopal Corporation is the absolute owner of the equity of redemption and all equities in said land, subject only to said mortgage, and that upon payment of such mortgage the fee simple of such land shall revert in said Roman Catholic Episcopal Corporation of Antigonish.

CHAPTER 232.

Act to Incorporate the Scottish Canadian Investment Company Limited.

(Enacted the 1st day of May, A. D., 1912.)

Section.	Section.
1. Incorporation.	15. Company may acquire shares, etc., in other companies.
2. Powers to lease.	16. By-laws.
3. Constitutional security.	17. Calls.
4. Power to act as agent.	18. Limited liability.
5. Power to contract, borrow, etc.	19. Notes not to issue.
6. Power to mortgage.	20. Power to issue debentures.
7. Power to employ capital.	21. Bill of exchange, promissory note, etc.
8. Every shareholder, how liable.	22. Of debentures, etc.
9. Power to borrow, etc.	23. General annual meeting.
10. Accounts, etc., of debentures.	24. Dividend.
11. Form of debentures.	25. Advances.
12. Reserve fund.	26. Act may come into force.
13. Board of directors, local office, etc.	27. Seal.
14. Capital stock.	28. Real estate.
	29. Seal.
	30. Schedule.

Be it enacted by the Governor, Council, and Assembly as follows:

1. William Coats Cross, of Glasgow, Scotland, and Charles S. Cameron, D. H. McDougall, W. Crowe and Hugh Ross, all of the City of Sydney, in the County of Cape Breton, and such other persons as may hereafter become shareholders in the Company by this Act created, shall be and they are hereby constituted and declared to be a body corporate under the name of the "Scottish Canadian Investment Company, Limited," hereinafter called the "Company."

2. The Company may carry on the business of lending money on the security of or purchasing or investing in—

(a) mortgages or hypothecs upon freehold or leasehold real estate in the Province of Nova Scotia, upon such terms and subject to such conditions as may seem expedient;

(b) the debentures, bonds, fully paid-up stocks and other securities of any government or of any municipal corporation or school corporation, but not including bills of exchange or promissory notes;

3. The Company may take personal security as collateral for any advance made or to be made or contracted to be made by, or for any debt due to the Company.

Declaration of ownership of equity of redemption.

CHAPTER 74.

An Act to Incorporate the Roman Catholic Bishop in Arica.

[Passed the 31st day of March, 1854.]

Sections

- 2. Name of corporation—object of.
- 3. Real estate.
- 4. Leases.
- 5. Incapacity of the bishop.
- 6. Rights of her majesty, &c. unaffected.
- 7. Ecclesiastical jurisdiction.

Be it enacted by the governor, council, and assembly, as follows:

1. The right reverend Colin F. McKinnon, and his successors, being the Roman catholic bishops, from time to time, of the diocese of Arica, in Nova-Scotia, and being natural born or naturalized subjects of her majesty, shall be a body corporate, by the name of "the Roman catholic episcopal corporation of Arica;" for the purpose of holding real estate within the counties of Pictou, Sydney, Antigonish, Inverness, Victoria, Cape Breton, and Richmond, for religious purposes.

2. The corporation may hold real estate for the eleemosynary, ecclesiastical, and educational uses of the Roman catholic church within the diocese, or of any portion thereof, not to exceed the several value of four hundred pounds in each of the counties above enumerated; but the funds or property belonging to or held in trust for one county or parish shall not be expended for the benefit of any other county or parish.

3. Persons not or hereafter holding real estate within the parishes enumerated, in trust or otherwise, for the benefit of the Roman catholic church or institutions in such counties, may, from time to time, convey the same to the ecclesiastical corporation hereby established, to be held by him for the same uses or trusts.

4. The corporation shall not sell such real estate, but may demise the same or any part thereof by lease, under the corporate seal, and signed by the bishop, his vicar general and another Roman catholic clergyman within the diocese; or, in the absence or other incapacity of the vicar general, by two Roman catholic clergymen within the diocese; but such lease shall not be for a longer period than twenty-one years, nor wholly nor in part in consideration of a sum in gross, nor without impeachment of waste, but the full rent shall be reserved and payable annually or at shorter periods to the corporation for the time being; and any lease made contrary to the provisions of this section shall be utterly void.

5. In case the present bishop, or his successors, being such body corporate, shall be incapacitated from performing his duties within the diocese, then his vicar general, or the clergyman administering the affairs of the diocese, being natural born, or natu-

ralized subjects of her majesty, shall exercise the powers conferred by this act.

5. Nothing herein contained shall be construed to affect rights of her majesty, or of any body corporate, or private individual, or of any church wardens, or auditors of accounts in the Roman catholic church or chapel within the diocese, further than herein expressly provided.

7. Nothing in this act shall be construed to confer ecclesiastical jurisdiction upon the corporation hereby established.

CHAPTER 75.

An Act to authorize the dissolution of the Nova-Scotia Marine Insurance Company.

[Passed the 31st day of March, 1854.]

Section 1. Dissolution—how to be effected.

Be it enacted by the governor, council, and assembly, as follows:

1. It shall be lawful for the stockholders of the Nova-Scotia marine insurance company to dissolve that company at a general meeting to be called for the purpose, twenty days notice of which meeting shall be given, which notice shall express the object thereof—provided a majority of the shareholders, present at such meeting, shall deem such dissolution expedient, and shall pass a resolution to that effect, which resolution shall express a day on which such dissolution shall take place, on which day the said company shall cease; but the board of directors, and officers, shall continue in office as long as it shall be necessary to wind up the affairs of the company; and all corporate powers, necessary for this purpose shall remain in force until the whole affairs of the company shall be settled, and its business closed; and the said directors shall without delay, collect the assets, pay the liabilities of the company, and distribute the residue among the shareholders according to their respective shares and interest in the said company.

CHAPTER 76.

An Act to Incorporate the Trustees of the Baptist Meeting House at Hanptsport.

[Passed the 31st day of March, 1854.]

Sections

- 1. Name of corporation. Real and personal estate.
- 2. Powers of trustees.

Be it enacted by the governor, council, and assembly, as follows:

CHAPTER 125.

An Act to Consolidate and Amend the Acts Relating to the Roman Catholic Episcopal Corporation of Antigonish

Enacted the first day of April, A. D. 1909.

Sections.	Sections.
1 Incorporation.	7. Act to be brought.
2 Administration of Goods.	8. Power to receive money.
3 Corporation may hold real estate.	9. Power to mortgage.
4 Persons may convey property.	10. Power to pay moneys.
5 Real estate, how vested.	11. Acts repealed.
6 Power to sell, &c.	

Be it enacted by the Governor, Council, and Assembly, as follows:—

1. The Right Reverend John Cameron, and his successors, being the Catholic Bishops from time to time of the Diocese of Antigonish, in Nova Scotia, and being natural born or naturalized subjects of His Majesty, shall be a body corporate, by the name of the "Catholic Episcopal Corporation of Antigonish," for the purpose of holding personal and real estate in the Island of Cape Breton, and within the Counties of Pictou, Antigonish and Guysborough, in the Province of Nova Scotia.

2. In the event of the Bishop of Antigonish for the time being, through absence from the Province or from any cause, being incapacitated from performing his duties within the diocese, or during the interval between the death of one Bishop and the appointment of his successor, then the clergyman administering the affairs of the diocese, being a natural born or naturalized subject of His Majesty, shall be the corporation for the time being, and shall exercise the powers conferred by this act.

3. The corporation may hold real estate for the eleemosynary, ecclesiastical and educational purposes and uses of the Catholic Church within the Diocese of Antigonish, or any portion thereof.

4. Persons now or hereafter holding real estate in the Island of Cape Breton, or within the three

counties aforesaid, in trust or otherwise for the benefit of the Catholic Church, or institutions in connection with said church, may from time to time convey the same to the corporation, to be held by such corporation for the same uses and trusts.

5. All real estate and personal property in the Island of Cape Breton and in said counties, which is now used as the property of the Catholic Church, shall henceforth be, and the same are hereby vested, in the said Catholic Episcopal Corporation of Antigonish to have and to hold the same to the said corporation for eleemosynary, ecclesiastical and educational uses of the Catholic Church within the said diocese, but the funds or property belonging to or held in trust for one county or parish shall not be expended for the benefit of any other county or parish, saving and excepting all just rights of third parties.

6. The corporation may sell, convey, mortgage or lease such real estate or any part of it by deed under the corporate seal, and signed by the Bishop, a Vicar General of the diocese, and two Catholic clergymen within the diocese, or in the absence or other incapacity of all the Vicars-General (or in the event of the office of Vicar-General being vacant) by the Bishop and three Catholic clergymen within the diocese, or in the event of the death, absence or other incapacity of the Bishop, by the person administering the affairs of the diocese, as provided by section two of this act and three other Catholic clergymen within the diocese.

7. All actions relating to any part of the real estate vested in the Catholic Episcopal Corporation of Antigonish, whether the cause of such actions may have arisen before or shall arise after the passing of this act, may be brought in the name of the said corporation, and the said corporation shall have in respect of the said real estate all the remedies which a private person holding real estate might exercise and enjoy and the said corporation shall have power to contract in the manner in which it may execute a deed as provided for in section 6 hereof, for the purchase or sale of any real estate, the erection, alteration, repair

A special meeting was held on January 30th with Parish Council and Finance Committee with the following present: Harry, Alex, Vernon, Rene, Castle, Elaine and Marie & Raymonds
Regrets Leo, Ken and Ji Yake.

The meeting was held to go over the 3 bids received for the repair of the Community Center roof.

A-1 Gutter gave a bid but they can't do the work. All 3 bids came in late.

A-1 Gutter's bid is "\$92,000.00" for a full roof

Madden Built Construction (Caleb Madden & Roddy MacCuspie) gave a bid of "\$64,250.00" for a full roof. The gage of steel was not given.

Jean Claude Heudes Roofing and Construction gave a bid of "\$51,820.00". The construction of 3 canopies was not given.

Raymonds called the last 2 bidders to get full cost. We voted the lowest bid would get the grant.

On February 1st the lowest bid from Jean Claude Heudes was given to Steve Sampson to send with the proposal in hope we will receive the grant. Jean Claude added the 3 canopies for \$2,500.00 more for a total bid of "\$54,320.00". No response from Madden Built Const.

Madden Built Construction Ltd

1826 St.Peters Fourchu Rd, Apt 2
 Grand River, Nova Scotia B0E 1M0
 Phone: (902) 631-3335
 Email: maddenbuilt@gmail.com

Estimate # 19
 Date 29/01/2023
 Business / Tax # 701963670

Description	Total
MAIN ROOF AND PORCHES	\$30,468.46
Roof Prep	
-Roof underlay	
-Strapping	
-Nails	
Metal	
-Starter Strip	
-Foam Closers	
-Panels	
-Ridge Cap	
-Screws	
-Gable flashings	
-Chlmney flashings	
Tax \$4570.26	
LABOR	\$25,400.00
Labor for main roof and porches	
Tax \$3810	

Subtotal	\$55,868.46
gst/hst	\$8,380.27
Total	\$64,248.73

Madden Built Construction Ltd

1826 St.Peters Fourchu Rd, Apt 2
 Grand River, Nova Scotia B0E 1M0
 Phone: (902) 631-3335
 Email: maddenbuilt@gmail.com

Estimate # 21
 Date 29/01/2023
 Business / Tax # 701963670

Description	Total
HALF THE MAIN ROOF	\$15,234.23
Roof Prep	
-Roof underlay	
-Strapping	
-Nails	
Metal	
-Starter Strip	
-Foam Closers	
-Panels	
-Ridge Cap	
-Screws	
-Gable flashings	
-Chlmney flashings	
LABOR	\$13,850.00
Labor for main roof and porches	

Subtotal	\$29,084.23
gst/hst	\$4,362.63
Total	\$33,446.86

By signing this document, the customer agrees to the services and conditions outlined in this document.

Community Center



Madden Built Construction Ltd
 1826 St.Peters Fourchu Rd, Apt 2
 Grand River, Nova Scotia B0E 1M0
 Phone: (902) 631-3335
 Email: maddenbuilt@gmail.com

Estimate # 19
 Date 29/01/2023
 Business / Tax # 701963670

Description	Total
MAIN ROOF AND PORCHES	\$36,933.38
Roof Prep -Roof underlay -Strapping -Nails	
Metal -Starter Strip -Foam Closers -Panels -Ridge Cap -Screws -Gable flashings -Chimney flashings	
Tax \$5540	
 LABOR	 \$25,400.00
Labor for main roof and porches	
Tax \$3810	

Page 1 of 3

Snow Catchers	\$0.00
Snow catchers if gutter is being installed Labor and Material \$1402.55 plus tax	

Subtotal	\$62,333.38
gst/hst	\$9,350.01
Total	\$71,683.39

A-1 GUTTER SYSTEMS INC.

Tax ID# 815459102RT

Terry Sampson

14082 Hwy #4 Havre Boucher, B0H 1P0

Phone: (902) 747-2341 / Fax: (902) 747-2525

Proposal Submitted to: L'Ardoise Community Hall	Proposal Submitted by: Terry Sampson
Address: 206 Chapel Cove Rd / L'Ardoise NS	Email:
Telephone:	Date: January 23, 2023

STEEL ROOFING

We hereby submit specification & estimates for your requirements: (Price quote includes items as checked off only)

- () Nova Scotia Power wire wrap Meter # _____
- (x) Supply & Install 40 year warranty steel roofing COLOR: -To be decided
- (x) Supply & Install 26 Gauge Steel PROFILE: _____ BRAND: _____
- (x) Supply & Install sythetic paper over the complete roof
- (x) Supply & Install strapping on top of the existing roof
- (x) Labour guaranteed ten (10) years
- (x) Supply & Install Starter Strip around sides & bottom
- (x) Supply & Install ridge vent
- (x) Supply & Install Snow Guards
- (x) Clean-up & haul debris to dnmp

COST OF JOB	\$ 80,000.00	HST	\$ 12,000.00	TOTAL COST OF JOB	\$ 92,000.00
-------------	--------------	-----	--------------	-------------------	--------------

Payment to be made as follows: Non Refundable Deposit: \$

DOWN PAYMENT	\$	UPON COMPLETION	\$	TOTAL	\$
--------------	----	-----------------	----	-------	----

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra costs will be discussed and billed accordingly over and above the estimate. All agreements contingent upon strike, accidents, or delays beyond our control. Owner to carry fire, windstorm & other necessary insurance. Our workers are fully covered by Worker's Compensation.

Authorized Signature:

Note: This proposal may be withdrawn by us if not accepted within: 30 days

Customer Acceptance of Proposal: The above prices, specifications & conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE:	COMPANY: A-1 GUTTER SYSTEMS INC.
DATE OF ACCEPTANCE:	MONTH: _____ DAY: _____ YEAR: _____

A-1 GUTTER SYSTEMS INC.

Tax ID# 815459102RT

Terry Sampson

14082 Hwy #4 Havre Boucher, B0H 1P0

Phone: (902) 747-2341 / Fax: (902) 747-2525

Proposal Submitted to: L'Ardoise Community Hall	Proposal Submitted by: Terry Sampson
Address: 206 Chapel Cove Rd. / L'Ardoise NS	Email:
Telephone:	Date: January 23, 2023

ROOFING

We hereby submit specification & estimates for your requirements: (Price quote includes items as checked off only)

- Nova Scotia Power wire wrap Meter # _____
- Strip & re-shingle complete main and Entryway roofs. (Excludes the Jolly club) COLOR: _____
- Clean-up & haul debris to dump
- Supply & Install 35 year warranty Architectural asphalt shingles
- Supply & Install new plywood before re-shingling the roof.
- Supply & Install Eavesshield around bottom 6' and sides 3'
- Supply & Install synthetic paper under shingles
- Roof labour guaranteed ten (10) years
- Shingles to be tarred down
- Supply & Install Starter Strip around sides & bottom
- Chimney Flashing (to be checked)
- ** If existing chimney flashing is not replaced warranty does not cover any leaking around the chimney
- Supply & Install 4 Solar Hip vents

Additional Comments:

Extra Charge: If there are wooden shingles under asphalt shingles, to be stripped.

COST OF JOB	\$80,000.00	HST	\$12,000.00	TOTAL COST OF JOB	\$92,000.00
-------------	-------------	-----	-------------	-------------------	-------------

Payment to be made as follows: Deposit: \$

DOWN PAYMENT	\$	UPON COMPLETION	\$	TOTAL	\$
--------------	----	-----------------	----	-------	----

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra costs will be discussed and billed accordingly over and above the estimate. All agreements contingent upon strike, accidents, or delays beyond our control. Owner to carry fire, windstorm & other necessary insurance. Our workers are fully covered by Worker's Compensation.

Authorized Signature:

Note: This proposal may be withdrawn by us if not accepted within: 30 days

Customer Acceptance of Proposal: The above prices, specifications & conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE:	COMPANY: A-1 GUTTER SYSTEMS INC.
DATE OF ACCEPTANCE:	MONTH: _____ DAY: _____ YEAR: _____



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

HE0132-00 BP9452-00 1

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 HEUDES ROOFING AND CONSTRU
 7956 WEST BAY HIGHWAY
 FRENCH COVE NS B0E3B0

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PH. (902)302-0132

**** CHARGE QUOTE ****

Date	Loc	Quotation No.
11/20/24	02	BP9452-00
Time	Customer P.O.	Sales ID
10:07	LARDOISE CENTER	VBB
Loaded by:	Checked by:	Delivered by:

Stockkeeping			Item Number	Description	Quantities	Price	U/M	Amount	T L a l o c
Ordered	Shipped	U/M							
1	*****	EA	M	*IDEAL METAL ROOF PKG 26GAUGE COMMERCIAL	1	20388.650EA	%	20388.65	T 2
1	*****	EA	M	*INSTALLATION/LABOUR	1	18544.000EA	%	18544.00	T 2
300	*****	EA	1416S	SPRUCE, KD 1X4X16	300	7.990EA	%	2397.00	T 2
60	*****	EA	1412S	SPRUCE, KD 1X4X12	60	5.870EA	%	352.20	T 2
4	*****	CTN	SN238	NAILS, STRIP 2-3/8 2500	4	52.990CTN		211.96	T 2
	*****			34DEG BRIGHT DH PAPER					
	*****		DEL	DELIVERY CHARGES				245.00	T
1	*****	EA	M	*ADDITIONAL SNOW GUARD & SCREWS	1	507.880EA	%	507.88	T 2
								Sub Total	42646.69
								GST/HST	6397.00 P
								PST	.00
								TOTAL →	49043.69

ST.PETER'S HHBC HST 82918 8812RT0001
 P @ K HARDWARE LTD

HST No. 82918 8812RT0001

Quotation valid for 30 days

QUOTATION

X _____
 Accepted by



building centre

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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BEUDES ROOFING AND CONSTRU
 7956 WEST BAY HIGHWAY
 FRENCH COVE NS B0E3B0

HE0132-00 BQ0634-00 1
 BEUDES ROOFING AND CONSTRU
 7956 WEST BAY HIGHWAY
 (L'ARDOISE JOLLY CLUB)
 PH. (902) 302-0132
 ** CHARGE QUOTE **

Date	Loc	Quotation No.
11/28/24	02	BQ0634-00
Time	Customer P.O.	Sales B
10:03	JOLLY CLUB	75E
Loaded by:	Checked by:	Delivered by:

Stockkeeping			Item Number	Description	Quantities	Price	U/M	Amount	T L a o x l c	
Ordered	Shipped	U/M								
		EA		*IDEAL METAL ROOF PKG 26 GAUGE COMMERCIAL	1	2780.170EA		2780.17	T 2	
		EA		*INSTALLATION/LABOUR	1	3750.000EA		3750.00	T 2	
20		EA	1416S	SPRUCE, KD 1X4X16	26	7.990EA		207.74	T 2	
20		EA	1408S	SPRUCE, KD 1X4X8	26	3.870EA		100.62	T 2	
14		EA	1412S	SPRUCE, KD 1X4X12	14	5.870EA		82.18	T 2	
		CTN	SN238	NAILS, STRIP 2-3/8 2500	1	52.990CTN		52.99	T 2	
				34DEG BRIGHT DH PAPER						
								Sub Total	6973.76	
								GST / HST	1016.05 P	
								PST	.00	
								TOTAL	8019.76	

ST. PETERS HOME HARDWARE BLDG CENTRE
 P & K HARDWARE LTD

HST No 859003181R101

Quotation valid for 30 days

QUOTATION

Accepted by _____



**Communities, Culture, Tourism and Heritage
Office of the Minister**

1741 Brunswick Street, PO Box 456, Halifax, Nova Scotia, Canada B3J 2R5

Telephone 902-424-4889 • Fax 902-424-4872 • novascotia.ca

File Number:
5030643

October 24, 2024

Rene Samson
Episcopal Corporation of Diocese of Antigonish
(L'Ardoise Parish Council/Community Center)
PO Box 145
L'Ardoise, NS B0E 1S0

Dear Rene Samson:

I am pleased to tell you that your application for the Community Facilities Improvement Program, February 2024 deadline, has been approved. The Department of Communities, Culture, Tourism and Heritage will invest \$40,581 towards your facilities improvement project for the 2024-25 fiscal year.

Government is pleased to support programs and initiatives that foster creative and sustainable economic development and contribute to strong, vibrant, and inclusive communities.

Shortly, you will receive a letter of agreement document, which once signed and returned, will result in processing 100% of the amount approved. Please return the signed document to CommunitiesNS@novascotia.ca. Should you have questions, please call (902) 424-5793.

I would ask that you not share this provincial funding approval publicly until we are able to collectively coordinate a public announcement.

Please convey my best wishes to the members of your organization.

Sincerely,

Allan MacMaster
Minister
Communities, Culture, Tourism and Heritage

c. Bill Greenlaw, Executive Director, Communities, Sport and Recreation

L'Ardoise Parish Council

René Samson, Chair

Harry Sampson

Alex Sampson

Elaine Sampson

Leo Briand

Marie Burkey

Blair Sampson

L'Ardoise Parish Finance & Management Committee

Paula Jesty, Chair

Steve Sampson

Vernon Burke

David Martell

Ken Pottie

Blair Sampson

Leo Briand

FINANCIAL STATEMENT 2023

Community Center L'Ardoise Nova Scotia

RECEIPTS

Centre Rental	\$5,655.80
Fund Raisers (Festival)	24744.18
Donations (Chase the Ace / Sale of Chairs)	\$4,242.82
HST Refund (2022)	\$1,449.75
Insurance Jolly Club / Reimbur. Men's Club	\$955.06
ECCU paid in error	\$867.78

TOTAL RECEIPTS

\$37,915.39

CENTER EXPENSES

Fuel & Lights	\$8,002.80
Fire ext. Alarm system, Dues & Fees	\$222.59
Center Supplies, repairs, snow removal	\$8,483.07
L'Ardoise Men's Club	\$1,006.25
Insurance	\$10,083.95
Office Supplies, Expense, Phone & ECCU Error	\$934.11
Wages & Salaries	\$1,027.68
Transfer to Grant Account (Generator)	\$16,187.00
New Heat Pump	\$8,855.00

TOTAL EXPENSES

\$54,802.45

NET INCOME

-16,887.06

SUMMARY

Credit Union Balance - Dec 31/22	\$36,461.84
Receipts	\$37,915.39
Expenses	<u>\$54,802.45</u>
Credit Union Balance - Dec 31/23	<u>\$19,574.78</u>

Outstanding Cheque #00234 \$8,855.00

Special Project (Generator Installation)

RECEIPTS

Transfer from Centre Account	\$9,237.00
Province of Nova Scotia Grant	\$35,040.00

TOTAL RECEIPTS	<u>\$44,277.00</u>
-----------------------	--------------------

EXPENSES

Deposit for Diesel Generator	\$24,725.00
Installation	\$19,550.00
Cheques	\$2.00

TOTAL EXPENSES	<u>\$44,277.00</u>
-----------------------	--------------------

L'Ardoise Community Centre

Income Statement 2023-01-01 to 2023-12-31

REVENUE

Sales Revenue	
Donations	5,387.82
Parish Committees	300.00
Fund Raising	24,744.18
Rental Income	5,910.80
Net Sales	<u>36,342.80</u>

Other Revenue	
Reimbursement - Jolly Club	12.78
Grants & Rebates	35,040.00
HST Rebate	1,449.75
Miscellaneous Revenue	655.06
Total Other Revenue	<u>37,157.59</u>

TOTAL REVENUE 73,500.39

EXPENSE

Cost of Goods Sold	
Freight Expense	166.50
Total Cost of Goods Sold	<u>166.50</u>

Payroll Expenses	
Wages & Salaries	2,255.36
Total Payroll Expense	<u>2,255.36</u>

General & Administrative Expe...	
Business Fees & Licenses	222.59
Supplies	2,367.98
Insurance	10,083.95
Interest & Bank Charges	27.90
Office Supplies & Expenses	2,847.89
Miscellaneous Expenses	8,277.56
Repair & Maintenance	49,525.47
Telephone, Internet & Cable	600.46
Travel & Entertainment	25.00
Snow Removal	1,768.38
Heat	666.34
Electricity	6,812.59
Total General & Admin. Expen...	<u>83,226.11</u>

TOTAL EXPENSE 85,647.97

NET INCOME -12,147.58

L'Ardoise Community Centre Balance Sheet As at 2023-12-31

ASSET

Current Assets

Equity Shares 60058-07-7	10.00	
Surplus Equity Shares 60058-0...	18.15	
Operating 60058-10-7	<u>19,574.78</u>	
Total Cash		19,602.93
Federal HST Receivable	2,181.64	
Provincial HST Receivable	<u>4,188.75</u>	
Total Payment Receivables		6,370.39
Accounts Receivable	<u>400.00</u>	
Total Receivable		<u>400.00</u>
Total Current Assets		<u>26,373.32</u>

TOTAL ASSET 26,373.32

LIABILITY

Current Liabilities

Accounts Payable	<u>877.86</u>
Total Current Liabilities	<u>877.86</u>

TOTAL LIABILITY 877.86

EQUITY

Owners Equity

Retained Earnings - Previous Year	37,643.04
Current Earnings	<u>-12,147.58</u>
Total Owners Equity	<u>25,495.46</u>

TOTAL EQUITY 25,495.46

LIABILITIES AND EQUITY 26,373.32

Community Centre Budget 2025

Operating Revenue

Acadian Day Festival	20,000
Rental fees	9,000
Other Fundraising	2000

Total Revenue 31,000

Operating Expenses

Wages -Custodian	8000
Wages - Grounds Keeper	1200
Insurance	6500
NS Power	7500
Heat (Oil)	800
Snow Clearing	2000
Hall Supplies/permits etc	2500
Repairs and Maintenance	3500
Phone	600

Total Expense 32600

Net -1,600

L'Ardoise Community Centre Income Stmt & Balance Sheet for 2023

From [REDACTED]
Date Mon 20-Jan-2025 2:19 PM
To Danielle Martell <cDSPofficer@richmondcounty.ca>

 2 attachments (88 KB)
Community Centre Balance Sheet 2023.pdf; Community Centre Income Statement 2023.pdf;

You don't often get email from [REDACTED] [Learn why this is important](#)

Hi Danielle:

Further to my voice message from earlier today, it looks like the Financial Statement for 2023 that was originally submitted with the Grant/Funding Application to the Municipality related to the operating accounts only. In looking at the combined statement attached, there appears to be \$35,585.00 related to capital revenue and \$30,845.52 related to capital expenditures that were excluded from the statement that was originally submitted.

There is only one consolidated balance sheet so in order for this to all tie together we have provided the combined income statement attached with the corresponding balance sheet for 2023.

My suggestion would be to exclude the original Financial Statement that was included with the application and include the attached Balance Sheet and Income Statement for 2023.

Please let me know if you have any questions.

Regards,

Paula Jesty
[REDACTED]



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: January 23, 2025

RE: Type 1 – Infrastructure

Dear CAO,

Attached is a grant application from the Whiteside Church Preservation Society for Infrastructure Grant Funds in the amount of \$5,000. Please note when considering eligibility, Grant Policy – Schedule A – Limits/Policy Details “Own/lease the assets being upgraded/improved,” the PIDS indicate ownership by the Episcopal Corp of Antigonish.

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

Best Regards

KJ.

Kathleen Jeffrey
Interim Director of Finance

This project aligns with the following County initiatives or plans:

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



Grant/Funding Application

Organization Legal Name

Whiteside Church Preservation Society

Contact Person

Karen Walker (or Brenda White at [redacted])

Position in Organization

President

Email

[redacted]

Telephone

[redacted]

Mailing Address

St. Patrick's Church Preservation Society . Module 3, P. O. #7, Whiteside Road, Whiteside, Cape Breton, BOE 1J0

Signature

Karen Marie Walker

Date

October 22, 2024

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

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

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

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

What you need to know before applying for funding

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

Please forward applications to:
Danielle Martell, Community Development & Special Projects Officer
 2357 Hwy 206, P.O. Box 120
 Arichat, NS BoE 1A0
 cdsppofficer@richmondcounty.ca
 Telephone: 902-226-3982 Fax: 902-226-0295



Section A - Infrastructure - 50% of costs, Maximum of \$5,000 per application

Maximum of one application per year, per organization

Application checklist:

- Attach a photocopy of current Registry of Joint Stocks renewal and file number
- Names and addresses of your organization's directors
- Most recent Annual Financial statements (Balance Sheet and Income Statement)
- Budget for current fiscal year
- 3 Quotes for proposed project with an explanation of award

Overview of Project

Please describe the project in as much detail as possible.

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

Church Window Restoration.

12 windows in total (upper and lower sashes) by qualified historic restoration speicalists.

In order to preserve the building, the windows must be repaired. A great amount of basic maintenance has been completed by local volunteers, however this project requires knowledge of preservaiton, so that we continue to align with our historic property designation.

Does your organization own the assets for which you are applying for funding to upgrade/improve? Yes No

Project budget

Cost of the project

Capital Costs

Land \$ 0.00

Materials _____

Labour Costs _____

Other Capital Costs \$ 28,635.00

Specify:

Other Capital Costs _____

Specify:

TOTAL

\$ 28,635.00

Financing the project/Other revenue

Organization's costs

Have you had to borrow for this project? Yes No

Loan/Debt _____

Funding Agency _____

Provincial _____

Federal _____

Other (Specify): _____

Amount requested from Municipality \$ 5,000.00

If approved, funds must be spent by March 31.

TOTAL

\$ 5,000.00



CERTIFICATE OF INCORPORATION
Societies Act

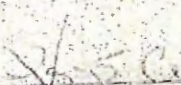
Registry Number

3285230

Name of Society

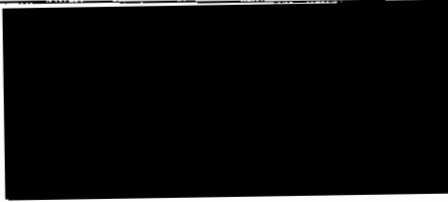
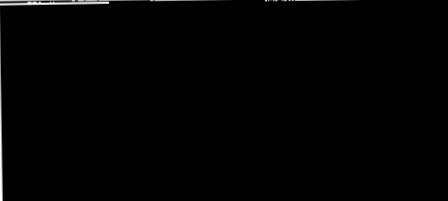





WHITESIDE CHURCH PRESERVATION SOCIETY

Thereby certify that the above-mentioned society was incorporated this
date under the Societies Act.


Registrar of Joint Stock Companies

October 24, 2014
Date of Incorporation

Names and Addresses of Organization's Director

Name	Position	Contact Address
Karen Walker	President	
Brenda White	Secretary	
Paul and Lorna Tyrell	Treasurer	
Marilyn Demers	Board Member	
Frank Meagher	Board Member	
Michelle Hayes	Board Member	
Elaine and Richard Cook	Board Members	

WHITESIDE CHURCH PRESERVATION SOCIETY

Profile Relationships Events (10)

Reg. Number

3285230

Reg. Name

WHITESIDE CHURCH PRESERVATION SOCIETY

Type

Society

Status

Active

Effective Date

25-Nov-2014

Registered on

24-Oct-2014

Next Annual Return

31-Oct-2025

Addresses

Reg. Address

1621 WHITESIDE RD, WHITESIDE, NOVA SCOTIA, B0E 1J0, CANADA

Mailing Address

MODULE 3, P.O. BOX 7, WHITESIDE, NOVA SCOTIA, B0E 1J0, CANADA

Documents (16) Reports (4)

Type to filter

Society Annual Renewal Statement (SR628547)

Registered on: 01-Oct-2024, Effective from: 01-Oct-2024

Standard \$12.45

Certified \$12.45

Society Annual Renewal Statement (SR446590)

Registered on: 10-Oct-2023, Effective from: 05-Oct-2023

Standard \$12.45

Certified \$12.45

Society Annual Renewal Statement (SR291904)

Registered on: 03-Nov-2022, Effective from: 02-Nov-2022

Standard \$12.45

WHITESIDE CHURCH PRESERVATION SOCIETY

[Profile](#) [Relationships](#) [Events \(10\)](#)

Name: [KAREN WALKER](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [BRENDA A. WHITE](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [MARILYN DEMERS](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [FRANCIS MEAGHER](#)

Relationship: Director

Effective From: 25-Nov-2014

Name: [ELAINE COOK](#)

Relationship: Director

Effective From: 13-Oct-2016

Items per page 5 1 - 5 of 10 < >

[Documents \(16\)](#) [Reports \(4\)](#)

Type to filter

WHITESIDE CHURCH PRESERVATION SOCIETY

[Profile](#) [Relationships](#) [Events \(10\)](#)

Society Annual Renewal Statement Submission Registered	01-Oct-2024
Society Annual Renewal Statement Submission Registered	05-Oct-2023
Society Annual Renewal Statement Submission Registered	02-Nov-2022
Society Annual Renewal Statement Submission Registered	13-Oct-2021
Annual Renewal	24-Sep-2020
Annual Renewal	25-Sep-2019
Annual Renewal	11-Oct-2018
Annual Renewal	02-Nov-2017
Annual Renewal	13-Oct-2016
Annual Renewal	22-Sep-2015

[Documents \(16\)](#) [Reports \(4\)](#)

Type to filter

Society Annual Renewal Statement (SR628547)

Registered on: 01-Oct-2024, Effective from: 01-Oct-2024

Standard \$12.45

Certified \$12.45

Society Annual Renewal Statement (SR446590)

Registered on: 10-Oct-2023, Effective from: 05-Oct-2023

Standard \$12.45

Whiteside Church Preservation Society
Prepared Income Statement
December 31, 2023

	<u>2023</u>
Revenue	
<i>Memorial donations</i>	\$ 2,870
Expenditures	
<i>Business fees</i>	303
<i>Community programs</i>	591
<i>Donations</i>	50
<i>Office</i>	166
<i>Maintenance</i>	50
<i>Utilities</i>	116
	<u>1,276</u>
Excess of revenues over expenditures for the year	1,594
Net assets, beginning of year	<u>4,848</u>
Net assets, end of year	<u>\$ 6,442</u>

Whiteside Church Preservation Society
Prepared Balance Sheet
December 31, 2023

	<u>2023</u>
Bank	\$ 6,442
	<u>6,442</u>
 Net assets	
Surplus	6,442
	<u>\$ 6,442</u>

Laura M. Lyness
Treasurer

Cherie Cook
Director

Whiteside Church Preservation Society (St. Patrick's)
 "Current fiscal year budget"
 Estimate for 2025 for " Municipal Grant Application "

		\$2000.00
Revenue: Memorial & Mss donations		\$30.00
GST refund		\$2030.00
Total Revenue		
Expenses:		\$510.00
Church Insurance		\$150.00
Fr.Duncan (March/25)		\$150.00
Fr.Duncan (July/25)		\$50.00
Elizabeth&choir (July/25)		\$276.00
Antigonish Taxes		\$122.91
Nova Scotia Power		\$ 31.15
Joint Stock		\$50.00
Riverdale Community Service Society		\$115.00
Luncheon Expenses for July Mass		\$ 60.00
Royal Canadian Legion		\$400.00
Breton Petroleum		\$1915.06
Total Expenses		
Net Assets	December 31 , 2024	\$7473.76
Revenue		\$2030.00
Expenses		\$1915.06
Net Assets	December 31 , 2025	\$7588.70

Project Budget

Whiteside Church Preservation Society

Cost of the Project

Capital Costs: 28,635.00

Other Costs: 0.00

Total Costs: 28,635.00

Financing the Project/Other Revenue

Organization's current available funds: 7,000.00

Fundraising Goal: min. of 6,635.00 (but will hope to exceed this)

Potential Provincial Grant: 10,000.00 (application in process)

Other: 0.00

Among requested from the Municipality: 5,000.00

Total Financing: 28,635.00

Whiteside Church Preservation Society

January-September 30, 2024

Revenue

Memorial Donations	\$2356.70
PayPal	\$48.25
GST Refund	\$36.79
Tickets sold on Veggie Bin	\$463.00
Total Revenue	\$2904.74

Expenses

NSPC	\$42.20
Stapples Cards & Envelopes	\$66.00
Church Insurance	\$510.00
Antigonish Taxes	\$276.00
Fr. D. MacIsaac (March 17/24 Mass)	\$150.00
Fr. D MacIsaac (July 14/24 Mass)	\$150.00
Paul Tyrrell (Gift Card/Service Rendered)	\$50.00
Michelle Hayes (Service Rendered)	\$100.00
Riverdale Community Center	\$50.00
Elizabeth McNamara	\$50.00
Expenses for Luncheon after July 14/24 Mass	\$115.00
Paint for windows to be painted inside & out	\$142.50

Total Expenses **\$1701.70**

Net Assets December 31/23 **\$6442.58**

Revenue **\$2904.74**

\$1701.70

Expenses

Net Assets September 16/24

\$7645.62

MUNICIPALITY OF RICHMOND COUNTY

NOTICE OF REGISTRATION OF THE WHITESIDE CHURCH IN RICHMOND COUNTY

MUNICIPAL REGISTRY OF HERITAGE PROPERTY

TO: WHITESIDE CHURCH PRESERVATION SOCIETY
CATHOLIC EPISCOPAL CORPORATION OF ANTIGONISH

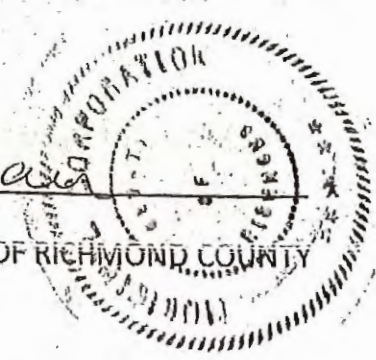
You are hereby notified that:

- a) You are hereby notified that properties (PID 75033100 & 75209700) at Whiteside, Richmond County have been registered in the Richmond County Municipal Registry of Heritage Property, by resolution of Council adopted at a meeting held the 27th day of May, 2019.
- b) The Municipal Heritage By-Law stipulates that the effect of registration in the Municipal Registry of Heritage Property is that no demolition or substantial alteration in the exterior appearance of the building may be undertaken without the approval of the Municipality of Richmond. An application for permission to substantially alter the exterior appearance, or demolish this property, shall be made in writing to the Municipality, and the Municipality may grant the application, with or without conditions, or may refuse it. Where an application is refused, the owner may make the alteration described in his application, or carry out the proposed demolition, at any time after one year from the date of the application, provided the alteration or demolition shall not be undertaken more than two years of the date of the application.

Dated this 28th day of May, 2019

Grome Boudreau

 CLERK OF THE MUNICIPALITY OF RICHMOND COUNTY



DOCUMENT E-SUBMITTED
 LRO: Richmond County
 DATE: June 4, 2019
 DOC#: 114557060

Three Quotes for Proposed Project with an explanation of award:

Quote of the work to be done is attached. Please note that we reached out to three experts in historic restoration and the quote provided is one from Sherbrook Restoration Commission who has extensive experience with Sherbrooke Village. We cannot simply entrust historic preservation to any business that repairs or replaces window/sashes/etc. We contacted Louisburg Historic Site, and they recommended we contact Sherbrook Restoration. I have provided the guidelines for historic preservation below and by choosing this contractor, we can be assured of quality work and preservation of church.

1. General Standards (for preservation, rehabilitation and restoration)

1. Conserve the *heritage value* of a historic place. Do not remove, replace or substantially alter its intact or repairable *character-defining elements*. Do not move a part of a *historic place* if its current location is a *character-defining element*. **We are repairing the windows and sashes without altering the defining elements.**

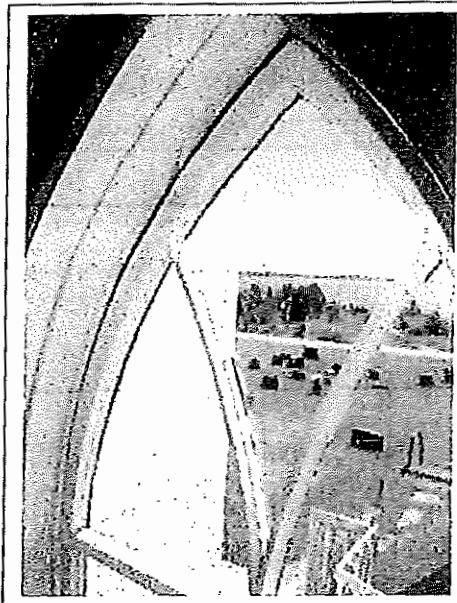
2. Conserve changes to a *historic place* that, over time, have become *character-defining elements* in their own right. **The windows have allowed the congregation to overlook the water for over a century. They are a defining feature of the church.**

3. Conserve *heritage value* by adopting an approach calling for *minimal intervention*. **The work done, will be executed by someone who has vast experience in preservation and only the affected areas will be repaired.**

4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted. **No other elements from any other historic place will be added.**

6. Protect and, if necessary, stabilize a *historic place* until any subsequent *intervention* is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information. **No part of this restoration will impact the adjoining parish cemetery.**

7. Evaluate the existing condition of *character-defining elements* to determine the appropriate *intervention* needed. Use the gentlest means possible for any intervention. **We have carefully researched and selected a craftsman who can ensure the gentlest means of restoration.**



What an amazing community!

A very special thank-you to **Lester Morgan** for hosting visitors to the church during the 2018 Celtic Colours weekend; to **Rhonda Barrett** for taking the lead in organizing the July 2019 community dance; to **Anthony Barrett** for graciously donating the disc jockey service for the upcoming dance; to graphic designer **Shaylynn Hayes** of East Coast Designs for developing our beautiful new website; to **Michelle Hayes** for donating her time and talent to provide uploads and helping to manage the website; for **Francis McEachern** for overseeing the completion of the new church accessibility ramp; and to **Frank Meagher** for a donation to offset the cost of the luncheon for the July Mass.

Since July 2018 generous donations were made in memory of:

Bill Macdonald	Kurt Frei
Rose Ann Proctor	Jolene Boudreau
Alex Cogswell	Ray McNamara
Brian Johnson	Bernie Walker
Duncan and Mame White	
John & Clara McNamara	
Joey McNamara	
Celina Malatesta	
John Jack Hennigan	
Gus and Annie McNamara	
Rose Marie Mathews	
Arlene Faith Leblanc	
Geraldine MacLeod	
Marie White Lynch Peacocke	
Jean Jenkin (for her 90 th birthday)	
Gus and Mary Walker	

New Volunteers Welcomed: No experience needed. Time commitment is just a few hours a year to assist the executive committee with a variety of small tasks (many of which can be done remotely). The society is well-established, and now is the time to join. Don't be shy. Email or leave your name with one of our members. (Brenda White, Elaine and Richard Cook, Karen Walker, Frank Meagher, Marilyn Demers, Michelle Hayes, and Rhonda Barrett).

We remember those who were buried in St. Patrick's Cemetery this past year. Eternal rest grant unto them O Lord, and let Your perpetual light shine upon them.

Wishing to donate in 2019? Cheques may be mailed to the address below or visit our website to make a convenient online donation:
 St. Patrick's Church Preservation Society, Module 3, P.O. Box 7, 1621 Whiteside Rd., Whiteside, Cape Breton, Nova Scotia, B0E 1J0.

Website: www.stpatrickswhiteside.com

Email: stpatrickswhiteside@outlook.com

All donors will be recognized on our website unless you indicate you wish to remain anonymous.

Sherbrooke Restoration Commission

Quote

DATE October 1,2024

42 Main Street, PO Box 295
Sherbrooke, Nova Scotia B0J 3C0
Phone: 902-522-2400 Ext:232 Fax: 902-522-2974

Quotation For:

Richard Cooke
Member Preservation Society
St. Patrick's Church
Whiteside, Nova Scotia

Prepared by: Rodney MacDougall

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE	AMOUNT
10 pairs	To Supply upper and lower window sashes.	\$ 1800.00/pair	x	\$ 18,000.00
2 pairs	To Supply upper and lower window sashes.	\$ 1200.00/pair	x	\$ 2,400.00
	Extra Trim work for inside and outside	\$ 2,000.00	x	\$ 2,000.00
	Woodworking Shop Supplies	\$ 1,000.00	x	\$ 1,000.00
	Glass	\$ 1,500.00	x	\$ 1,500.00
			SUBTOTAL	\$ 24,900.00
			TAX RATE	15.00%
			SALES TAX	\$ 3,735.00
			OTHER	\$ -
			TOTAL	\$ 28,635.00

If you have any questions concerning this quotation, Rodney MacDougall ,902-318-5449, rodney.macdougall@novascotia.ca

THANK YOU FOR YOUR BUSINESS!

IDEA (Inclusive, Diverse, Equitable, Accessible) Advisory

Committee Report

For the Month of January 2025

The Committee met on December 17th, 2024.

The Committee discussed the role of caregivers who participate on the Inclusive, Diverse, Equitable, Accessible Advisory Committee.

I move that the 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.

This concludes the Inclusive, Diverse, Equitable, Accessible Advisory Committee report for the month of January 2025, and I move its adoption.



RCMP Advisory Board Report

December 2024

The RCMP Advisory Board met on December 18, 2024

The RCMP Advisory Board discussed the request from Sgt. Mike Lidstone to place Crime Stopper decals at appropriate locations in Richmond County.

I move 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.

The RCMP Advisory Board discussed Sgt. Brad Kelly's initiative to organize a Town Hall meeting with residents and local law enforcement.

I move 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.

This concludes the RCMP Advisory Board report for December 2024, and I move its adoption.

MEMO TO: Richmond County Council

MEMO FROM: Councillor Amanda Mombourquette, District 4

DATE: January 21, 2025

RE: River Tillard to St. Peter's 3km Trail

Dear Warden and Councillors,

In early 2021, East Richmond ATV Riders representative, Ricky Stone, contacted me to discuss the next phase of their trail development plans. They were proposing connecting the existing multi-use trail system (Louisdale to River Tillard) to the 3km of the rail bed from River Tillard to the Village, and bringing it up to a standard that will enable use for both "wheels and heels." This section of trail is owned by the provincial government and the group was seeking a Letter of Authority (LOA) to upgrade and manage it (they already have LOAs in place for other sections of the trail along the rail bed).

East Richmond ATV Riders are modelling their efforts based on the Celtic Shores Coastal Trail (CSTS) which also uses the rail bed in Inverness County. The key will be connecting this small stretch of trail to the wider multi-use network so that it becomes a destination like CSTS, and so that the commercial district of St. Peter's becomes a premiere stop/launch pad along that destination trail. I've included several pictures below that show the quality of the CSTS trail bed and signage. These trails are well signed and clear rules for use established (ex. <http://www.celticshores.ca/maps-info/trail-rules-and-etiquette>). This type of trail development directly aligns with [Richmond County's Trail Strategy](#).

With these types of upgrades, we can anticipate that the trail will become more widely used with prevalent signage (including speed limits), gates to slow traffic and to increase safety, and that the trail users/associations become the trail watchdogs. Several association members in this region have taken what's called a trail patroller course; they wear a vest so they're easily identifiable and they have a responsibility, but certainly are not the law. Trail patrollers would take on a role of reporting misuse and being a resource for first responders. But in general, the community of users becomes the watchdog. This model has been effective in other areas similar to the Village where multi-use trails run close to communities, homes, roads, etc.

There are also two pictures below of trail construction by the East Richmond ATV Riders. Over the past two years, they have been working towards upgrading existing trails on the rail bed system, including installing gates at every entrance along with barricades, signage, new gravel, grating, rolling, etc. to bring the trail to a multi use standard. In the spring they'll be finishing the connection to the new bridge in River Tillard. They've spent in excess of \$120,000.00 in doing so and are now ready to move forward with new projects, specifically this 3km section to connect the Village to the trail.

Unfortunately, this section of the trail is currently classified by the Province of Nova Scotia as an "abandoned rail corridor." Although the trail is used by pedestrians, and some work has been done locally over the years, this classification by the Province means that the Provincial Department of Natural Resources has no mandate or official responsibility for the trail's maintenance. In fact, over the last couple of years, the railway bed had eroded at three significant spots, making it unsafe in some sections – the trail was being lost to the ocean (see pictures below showing the erosion). Many community members were relieved to see the Province make a one-time investment last fall to repair the worst areas, essentially saving the trail from being lost completely.

An LOA needs to be granted as soon as possible to prevent this type of issue in the future, and so the community can plan for the long-term sustainability of the trail.

I'm bringing this to Council for discussion as an initiative that I'm in favor of supporting as Councillor for District 4. I completely understand the value of walking trails and I believe they are a critical piece of an overall trail system for the region - we need to continue to work to develop more of these options. However, this particular section of trail makes both logistical and economic sense to upgrade to multi-use - simply put, it's best-suited to be multi-use because of the rail bed. As described by Nova Scotia Trails in their [Construction Standards for Multi-use Trail on Abandoned Rail Corridors](#), "the existing, on average, rail bed width of 3.5 meters (12 + feet) is a resource in itself, acting as a potential base from which a tread can be developed to accommodate multi-users in all seasons."

At an input gathering session held by the Province of Nova Scotia on January 18, 2025, people in favour of pedestrian use and people in favour of shared use gathered to express their thoughts. The session drew supporters of the trail from all areas of the County, demonstrating how high a value people place in it. Although there are two schools of thought on the trail's future use, it's important to note that East Richmond ATV Riders have made every effort to find viable alternative options for riders to access the businesses located in the Village. A primarily off-highway trail option to the north of highway 4 through mostly wooded area that is privately owned was proposed and explored by the Club but they could not get permission from landowners to proceed. A "share the road" application was submitted to enable riders to enter the Village from Oban, but was declined due to traffic volumes on Grenville Street.

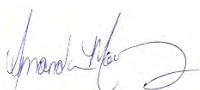
The St. Peter's Coastal Trail is likely the only viable option for ATVs to access the Village retail and service core, giving it the potential to contribute directly to [Richmond County's Strategic Plan Refresh, 2022](#). Supporting shared use of the trail directly aligns with Council's commitment to "Advocate for Tourism Development to Build-Up 12-Month Tourism Experiences".

Among the drivers for a community to improve the quality of life for its residents are access to economic, physical activity, and recreation opportunities. The creation of a multi-use trail along the 3km section of rail bed from River Tillard to the Village will directly support each of those drivers in providing greater access to the commercial district, making the trail more accessible to a wider variety of pedestrian and cycling users, and enabling programming and activities for both residents and visitors.

Richmond County has provided letters of support for the East Richmond ATV Riders in the past regarding this issue. **Now we have an opportunity to 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.**

A strategic and accessible/inclusive network of multi-use, walking, and cycling trail options together will be a game changer for the Village of St. Peter's, and for the County overall.

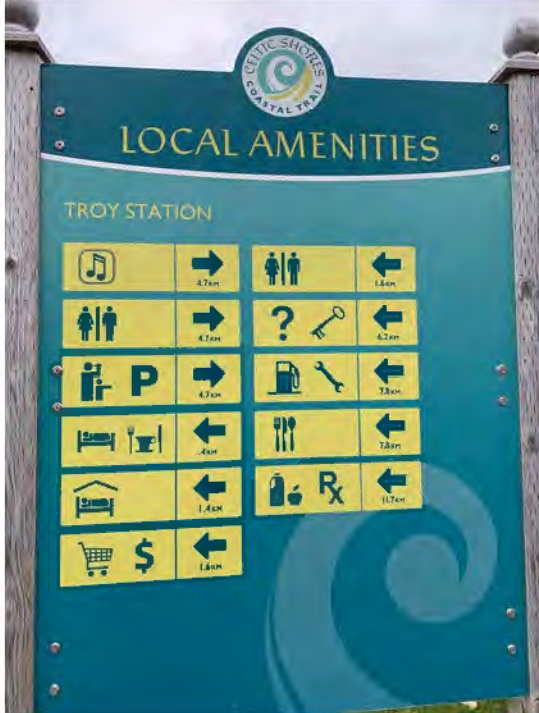
Best regards,



Amanda Mombourquette, Councillor, District 4



Celtic Shores Coastal Trail Amenities Signage



Celtic Shores Coastal Etiquette Trail



Celtic Shores Coastal Trail Shelter



Celtic Shores Coastal Trail Directional Signage





Celtic Shores Coastal Trail COVID Signage



Celtic Shores Coastal Trail Bed – Inland



Celtic Shores Coastal Trail Bed – Shoreline





THE MUNICIPALITY
OF THE COUNTY OF
RICHMOND

LA MUNICIPALITÉ
DU COMTÉ DE
RICHMOND

**River Tillard-St. Peter's Trail Erosion
(before repair)**



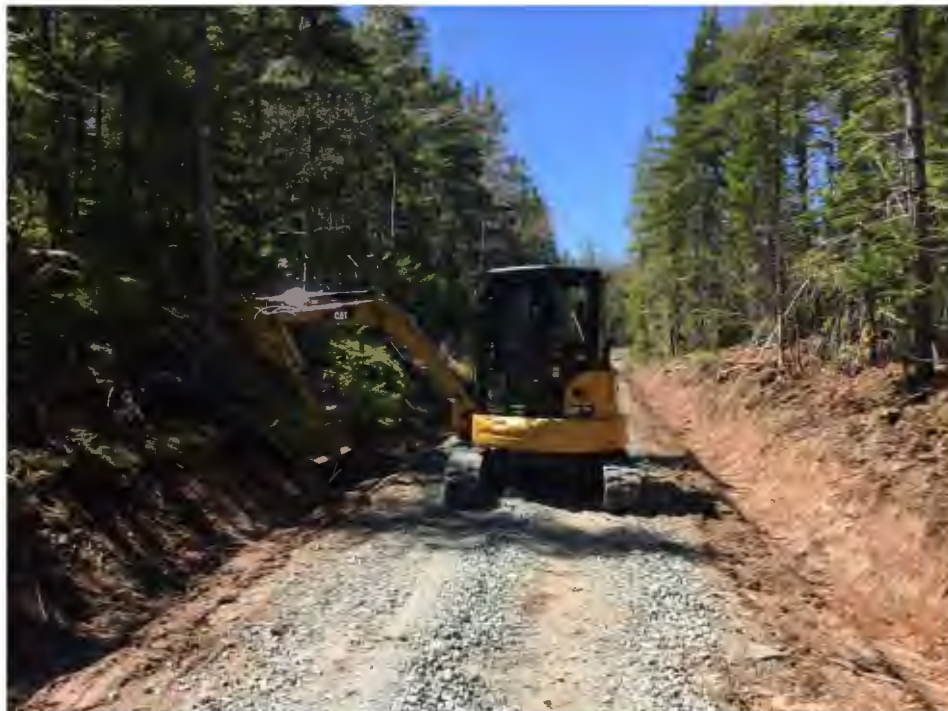
**River Tillard-St. Peter's Trail Erosion
(before repair)**



East Richmond ATV Riders Trail Construction



East Richmond ATV Riders Trail Construction





WARDEN

April 9, 2021

The Honourable Chuck Porter, Minister of Lands and Forestry
3rd Floor, Founders Square
1701 Hollis Street, P.O. Box 698
Halifax, NS B3J 2T9V
Via Email: mindnr@novascotia.ca

RE: River Tillard to St. Peter's Abandoned Rail Bed

Dear Minister Porter,

This letter is to inform you that the Municipality of the County of Richmond is in support of the Province designating the abandoned rail bed between River Tillard and St. Peter's as a multi-use trail and is further supporting that a Letter of Authority be issued to the East Richmond ATV Riders to assume management of the trail.

The 3km corridor from River Tillard to the Village along the coast is underutilized and has been steadily eroding over the last 30 years. It's a great asset for the region, and every effort must be made not only to save it, but to also to develop it to its full potential.

The Municipality of the County of Richmond is home to endless coastlines along the Bras D'Or Lake and Atlantic Ocean; it includes hidden gems of rural seaside life with historic architecture, the St Peters Canal, winding country roads, and beautiful trails. Our municipality is interested in opportunities for growth and development, including trails development, such as the proposal by East Richmond ATV Riders to link to the commercial district of St. Peter's. Over the years, local trails groups have committed countless volunteer hours to the development of much-loved trails through the region. It's clear that local residents use and appreciate the trails. They provide opportunities for economic growth, recreation and physical activity, connection with nature, and fun and active sport.

East Richmond ATV Riders propose connecting the existing multi-use trail system to the 3 kilometers coming in along the rail bed to the Village of St. Peter's, and bring it up to a standard that will enable use for both "wheels and heels" as they work towards a strategy that connects "canal to canal" (Causeway to St. Peter's), other trails in the County, and across Cape Breton Island. Designating the River Tillard/St. Peter's rail bed as multi-use makes both economic and social sense for the community. According to Nova Scotia Trails in their [Construction Standards for Multi-use Trail on Abandoned Rail Corridors](#), "the existing, on average, rail bed width of 3.5 meters (12 + feet) is a resource in itself, acting as a potential base from which a tread can be developed to accommodate multi-users in all seasons." With limited available financial resources from community and all levels of government, designating the trail as multi-use will create conditions to enable future investments that achieve a double bottom line for the community (economic and social).

East Richmond ATV Riders are modelling their efforts after the Celtic Shores Coastal Trail (CSCT) which also uses the rail bed in Inverness County, is well signed, and has clear rules for use established (ex. <http://www.celticshores.ca/maps-info/trail-rules-and-etiquette>). The key will be connecting this small stretch



of trail to the wider multi-use network so that it becomes a destination like CSCT, and so that the commercial district of St. Peter's becomes a premiere stop/launch pad along that destination trail. Richmond County is interested in strategic trails developments of this nature. In designating this trail for multi-use and having it maintained to a standard developed by Nova Scotia Trails, we have an opportunity to work together to create a trail to the Village, and a trail system throughout the County, that not only improves the quality of life for local users, but also becomes an attraction for visitors.

Public access to Nova Scotia coastlines, including in Richmond County, has declined significantly over the last number of years, which further adds to the social imperative of ensuring accessibility to these areas. In its current state, this rare piece of public coastline along the rail bed is only accessible to those with the physical capacity to be fully mobile; that excludes a significant number of users from being able to enjoy the area, including some of our most vulnerable citizens. The corridor is not accessible, not inclusive, not well maintained, and not an economic driver for the community. Built to the multi-use standard mentioned above, the 3-kilometre section of rail bed from River Tillard to the Village will become an active transportation corridor that is accessible to all types of trail users.

The abandoned railway bed is eroding at three significant areas and will need armour rock work done before it's lost for use by the community due to safety concerns. The East Richmond ATV Riders have demonstrated their capacity and willingness to invest in and maintain multi-use trails infrastructure. Over the past two years, they have been working towards upgrading existing trails on the rail bed system, including installing gates at every entrance along with barricades, signage, new gravel, grating, rolling, etc. In the spring they'll be finishing the connection to the new fully accessible bridge in River Tillard which they installed several years back. They've spent in excess of \$120,000.00 in doing these upgrades and are now ready to move forward with new projects, specifically this 3km section to connect to the Village.

Among the drivers for a community to improve the quality of life for its residents are access to inclusive economic, physical activity, and recreation/active transportation opportunities. The creation of a multi-use trail along the 3km section of rail bed from River Tillard to the Village will directly support each of those drivers by providing greater access to the commercial district, making the trail more accessible to a wider variety of pedestrian and cycling users, and enabling programming and activities for both residents and visitors.

A strategic and accessible/inclusive network of multi-use, walking, and cycling trail options together will be a game changer for the Village of St. Peter's, and for the County overall.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Amanda Mombourquette', is positioned below the 'Sincerely,' text.

Warden Amanda Mombourquette
Municipality of the County of Richmond

cc: Ricky Stone, President, East Richmond ATV Riders
Councillors, Municipality of the County of Richmond



Warden

January 13, 2025

Honourable Fred Tilley
Minister of Public Works
Department of Public Works
2nd Floor, Johnston Building
1672 Granville Street
P.O. Box 186, Halifax, NS, B3J 2N2
Via Email: publicworksminister@novascotia.ca

RE: Request for certain now-closed provincial roads to be re-opened and maintained as secondary means of travel for emergencies.

Dear Minister Tilley:

In September of 2024, Richmond County Council accepted a recommendation from the Fire Protection Services Committee (FPSC) to request that certain now-closed provincial roads be re-opened and maintained as a secondary means of travel for emergencies, evacuations, and/or rerouting of traffic that results from the increasing number of motor vehicle accidents.

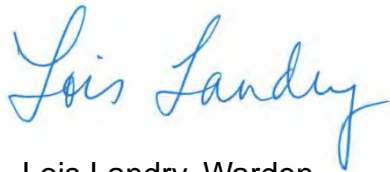
Two roads of particular concern that were identified by the FPSC and our Volunteer Fire Departments (VFD) were the Irish Cove Road and Sterling Road (8 Mile Stretch). The reopening of these two roads would allow for better emergency response between District 10, Loch Lomond, and Framboise Volunteer Fire Departments, as well as for any other VFD that may be requested to respond.

Additionally, re-opening these roads, and others we may identify going forward, increases the ability of firefighters to access areas in and around these now-closed roads more quickly during wildfires and other emergency events. Reopening these roads will also allow for alternate routing during emergency situations where secondary routes may be required.

While the Municipality of the County of Richmond certainly appreciates the resources it takes to keep roads opened, closing roads comes with considerable risk during emergencies. We are requesting that these two roads, in particular, be reviewed for possible re-opening to assist with our emergency planning.

Please do not hesitate to contact us if you have any additional questions.

Sincerely,



Lois Landry, Warden
Municipality of the County of Richmond

cc: Honourable Kim Masland
Honourable Trevor Boudreau
Brad Harrison, Nova Scotia Public Works, Regional Manager



Emergency Management Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

January 17, 2025

VIA EMAIL

To: Mayors, CAOs and Wardens

Re: Moving towards Consistent and Impactful Emergency Response

Over the last few years Nova Scotia has endured generational hurricanes, wildfires and floods that have had a devastating impact on our communities and the residents we serve. That is why in the Spring 2024 the Government established the Department of Emergency Management and the Nova Scotia Guard.

In the short time I have been in the role as Minister for the Department of Emergency Management, there have been two activations of the Provincial Coordination Centre (PCC). I have witnessed how important our emergency management planning and response is to the safety of our citizens. I also know the importance of reflecting on lessons learned after each event. To this end, I am requesting that municipalities put the following protocols in place during an emergency response.

Activation of Emergency Operations Centres

Effective emergency management requires a common tiered response across all levels of government to ensure roles and accountabilities are clear. With that in mind, I felt it would be helpful to highlight how the PCC supports its various emergency management partners through its different levels of activation.

- At level 1, the PCC is **monitoring** an emergency or developing situation that may move beyond the ability of local responders to address at the municipal level. We have key staff and partners engaged so that if needed we can respond to an emergency.
- At level 2, the PCC is at **partial activation** when there is a moderate event expected, or if a current situation escalates to the point where it involves more communities or a greater risk to the public.
- At level 3, the PCC enters **full activation** when a major event involving multiple locations is happening or anticipated. At this point, many agency and government representatives are involved.

To ensure a consistent response across the Province we are requesting the following:

When the PCC activates to a level 2; municipalities in the affected area(s) also activate their local Emergency Operations Centres.

- By doing so, we can ensure that municipalities and the province are well positioned to respond rapidly and effectively to unfolding events. Recent experience has demonstrated that cell



Emergency Management Office of the Minister

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

phones and other means of communication can be interrupted during emergency events necessitating use of the redundant communications systems found in our emergency operations centres. Best practice dictates that activation at Level 2 cannot be virtual.

When the EOC is activated, a monitored phone number is available to citizens for the duration of the activation

- When a level 2 activations occurs, it means residents may be in greater need of support that is of an important but non-urgent nature. This may include requests for help with snow removal, receiving medications or checking in on loved ones. To support residents with these types of requests it is important that they have access to a 24-hour local municipal phone number during an emergency. Any requests that cannot be met at the local level can be elevated through a Request for Assistance through the PCC. The municipal emergency contact number will be shared with our partners at 211 Nova Scotia, in the event they receive requests, and can redirect them accordingly.
- Urgent requests for immediate threat to life and property (fire/police/medical) should continue to be directed to the provincial 911 system.

Over the coming months, the department will be opening Regional Emergency Operation Centres which will support municipal REMOs through collaborative planning, training, exercising and community outreach. By introducing the protocols above, we take a step forward in building a collaborative and enhanced emergency management response across the province. My staff are available to discuss the above points with you should you have questions.

Sincerely,

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

Kim Masland
Minister of Emergency Management



Office of the Warden
The Municipality of Chester
151 King St, PO Box 369
Chester, NS B0J 1J0

Phone: (902) 275-3554
Fax: (902) 275-4771
www.chester.ca

[/ChesterMunicipality](#)
[@chestermun](#)

January 17, 2024

Minister John Lohr
Department of Municipal Affairs and Housing
14th Floor North, Maritime Centre
1505 Barrington Street
P.O. Box 216
Halifax NS B3J 2M4

Dear Minister Lohr:

On behalf of the Municipality of the District of Chester, I am writing to seek further clarification regarding Clause 14(2) of the Model Code of Conduct for Municipalities, which states:

A Council member must not give special consideration, treatment or advantage to an organization or group due to the Council member, or person closely connected to the Council member, being involved with the organization or group.

This clause raises questions regarding the permissible extent of involvement or membership that Council members may have with local organizations or groups, as well as the practical implications for their role in municipal decision-making.

Based on our current understanding a Council member must declare a conflict of interest and recuse themselves from deliberation and decision-making if they are involved with or a member of an organization or group that could benefit from Council decisions. Alternatively, they could choose to refrain from involvement or membership with such organizations or groups altogether to avoid potential conflicts of interest.

While we have adopted the Code of Conduct as required by the legislation, our concerns with the implication of this clause remain. We feel it is imperative that we express our objection to the restriction. The implications of this requirement are significant, particularly in small communities where Council members often play vital roles in local organizations, whether as volunteers or active members. These connections are often integral to maintaining close ties with the community and supporting its growth and development. The perceived restriction on membership or involvement with local organizations could discourage Council members from maintaining valuable community connections.

Additionally, we strongly disagree with the notion that Council members should be unable to participate in discussions related to community groups to which they belong. These discussions are often critical in representing community interests and ensuring informed

NOVA SCOTIA'S TREASURE

decision-making. Excluding Council members from such discussions could inadvertently limit their ability to fulfill their duties effectively and to advocate for the needs of their communities.

The requirement to declare a conflict of interest and recuse oneself from deliberations was seen as potentially limiting elected officials' ability to represent community interests effectively.

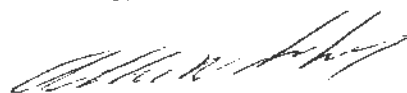
While the principles of transparency, fairness, and avoiding improper influence are essential, we respectfully request further clarification on the definition of "involvement" and the scope of recusal required under the clause to ensure proper interpretation and application of Clause 14(2).

We appreciate the province's commitment to ensuring accountability and integrity among elected officials and fully support the principles underlying the Code of Conduct. However, greater clarity on this clause will help ensure its consistent application and prevent unintended barriers to community engagement by elected officials.

We kindly request your response at your earliest convenience.

Thank you for your attention to this matter. We look forward to your guidance and further clarification.

Sincerely,



Allen Webber
Warden

CC NS Municipal Units (via email)
MLA Danielle Barkhouse





ACTION LIST 2022-2025

Over 6 mos

Complete

In Progress

Pending

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

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

20	Municipal Council approve the following additional services estimates from FBM: Item 1: 3rd in person meeting in the Louisdale/West Bay Area \$1,985, plus HST, Item 2: Targeted additional 1 hour focus group meetings \$ 880, plus HST	2022-04-25	Chief Financial Officer	Immediately	Complete
21	Municipal Council authorize Staff to proceed with application to the Province's PCAP funding program for the purpose of conducting an Inflow and Infiltration Study on the Arichat sewage collection system.	2022-04-25	Director of Public Works	Immediately	Complete
22	The Municipality use the color red, wherever possible, in all the gardens and landscapes the municipality maintains and supports, supports the nomination of the Isle Madame Garden Club Garden Hero, Lillian O'Hearn, with an honorary certificate, purchase a flag for the "Year of the Garden 2022" and recognize June 18th, 2022 as Garden Day in the Municipality of Richmond County.	2022-04-25	Municipal Clerk/Municipal Council/Director of Public Works	Immediately	Complete
23	The following proclamation be adopted: "Year of the Garden 2022"	2022-04-25	Warden	Immediately	Complete
24	The following proclamation be adopted: May 2022 as "Lyme Disease Awareness Month".	2022-04-25	Warden	Immediately	Complete
25	Update on Code of Conduct Complaint will be provided at a future meeting once the investigation has been Completed.	2022-04-25	Municipal Council	Upcoming Meeting	Complete
26	Council of Municipality of the County of Richmond amend a previously approved motion approved at the January 24, 2022, Council meeting noted in the Review of Minutes which read as follows: "Moved by Councillor Brent Sampson, seconded by Councillor Diggdon that the minutes of the December 20, 2021 Regular Council meeting be approved with amendments. Motion carried." by correcting the vote on Review of Minutes of December 20, 2021 by replacing the words "Motion carried" with "4 in favour, 1 opposed."	2022-04-25	Municipal Clerk	Immediately	Complete
27	Forward Motion to EDPC - Municipal Council give Second Reading and approve the amendments to the Isle Madame Municipal Planning Strategy and Land Use By-law to add Craft Beverage Facilities as a permitted use in the Village Commercial (VC) Zone and insert accompanying definitions	2022-05-24	Municipal Clerk	Immediately	Complete
28	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	2022-05-24	Warden Mombourquette	Immediately	Complete

29	A letter be written by Warden Mombourquette to the Honourable Tim Houston, with a copy to the Minister of Finance, Allan MacMaster, Minister of Municipal Affairs & Housing, John Lohr, MLA, Trevor Boudreau and the President of the NSFM, Amanda McDougall regarding the proposed non-resident Provincial property tax and the proposed non-residential deed transfer tax announced as part of the Province's 22/23 budget indicating that Municipal Council is thankful for the removal of the proposed non-resident Provincial property tax and their willingness to listen to the feedback received on the issue.	2022-05-24	Warden Mombourquette	Immediately	Complete
30	Send to CFO that the grant request from the River Bourgeois Community Services Society be approved in the amount of \$9,000 with the following allocation:: Regional /Health/General \$5,000, District #4 \$2,500, District #1, 2 and 3(each) \$ 500	2022-05-24	Municipal Clerk/CFO	Immediately	Complete
31	Send to CFO that the grant request from the St. Peter's RCL Branch 47 be approved in the amount of \$3,924.44 and be allocated as follows: Regional /Health/General \$ 3,000.00, District # 3 and 4 \$ 462.22 each.	2022-05-24	Municipal Clerk/CFO	Immediately	Complete
32	Send to CFO that The grant request from the South Mountain Arm of Gold Community Association in the amount of \$5,000 be approved from the Regional /Health/General Fund contingent on securing other sources of funding.	2022-05-24	Municipal Clerk/CFO	Immediately	Complete
33	The following proclamation be approved: May 29th – June 4th, 2022 is recognized as Access Awareness Week.	2022-05-24	Warden / Municipal Clerk	Immediately	Complete
34	Notify the Board that Mr. Richie Cotton was re-nominated by the Municipality of Richmond County to serve his second term on the Strait of Canso Superport Corporation Board of Directors.	2022-05-24	Municipal Clerk	Immediately	Complete
35	Notify Applicant that an exemption to the Richmond County Noise By-Law #65 be granted to Epic Trip Productions and the Inspiration Point Lodge for June 18th and 19th, 2022 which will extend the 12 AM (midnight) deadline noted in the By-Law (s.4) to 3 AM to allow the event to engage in any activity until 3 AM which tends to disturb the peace and tranquility of a neighborhood to which the By-Law applies.	2022-05-24	Municipal Clerk	Immediately	Complete
36	A letter be written to the Minister of the Department of Municipal Affairs and Housing encouraging the department to take an active role on making a determination on reported breaches and whatever new standards are developed and to develop training material related to it.	24/05/2022	Warden	Immediately	Complete
37	The 30 day Clean-up Order issued by the Eastern District Planning Commission regarding PID (75105304) and AAN (10494923) be amended from a 30 day to a 90 day Clean-up Order and that day one of the Order begin on the day the Order is posted.	2022-06-27	Municipal Clerk/EDPC	Immediately	Complete

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

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

59	A letter be sent from Municipal Council regarding littering and the return of garbage cans which had previously been located at various provincial parks throughout Richmond County AND that Warden Amanda Mombourquette reach out the RCMP regarding statistics of littering offences over the past number of years.	2022-06-27	Warden	Immediately	Complete
60	The possibility of hiring summer students for summer 2023 to deal with the littering issues be forwarded to budget deliberations.	2022-06-27	Director of Public Works/CFO	Immediately	Complete
61	The grant request from the Royal Canadian Legion Branch 150 be approved and allocated as follows: District #1 \$500, District #2 \$500, Type 1- Infrastructure Grant Funds \$4,000.	2022-06-27	Chief Financial Officer	Immediately	Complete
62	The Grant Policy be referred to the By-Law/Policy Committee meeting for discussion regarding the question of Registry of Joint Stocks.	2022-06-27	Municipal Clerk	Immediately	Complete
63	Grant request from Lakeside Community Association be approved in the amount of \$5,000, contingent on other confirmed sources of funding and allocated as follows: District #4 \$1,000, Type 1- Infrastructure Grant Funds \$4,000.	2022-06-27	Chief Financial Officer	Immediately	Complete
64	The curbside collection contracts be amended to reflect quarterly fuel price adjustments rather than annual adjustments; AND FURTHER MOVED that the next adjustment be implemented July 1, 2022 and apply for the period from July 1 to September 30, 2022.	2022-06-27	Director of Public Works/Chief Financial Officer	Immediately	Complete
65	That Chris Boudreau be appointed as the Interim Chief Administrative Officer, in addition to his Director of Public Works responsibilities from July 1, 2022 until August 31, 2022 or until a permanent Chief Administrative Officer is hired; AND FURTHER MOVED that the interim appointment be compensated with a Salary Level #11, Step #6 on the current salary scale.	2022-06-27	Municipal Council/Chief Financial Officer	Immediately	Complete
66	That funding be approved for travel/expenses related to the interview process for two potential candidates for the Chief Administrative Officer position; AND FURTHER MOVED that the approval would be based on pricing by the Warden in consultation with the CFO, Jason Martell	2022-06-27	CAO/Chief Financial Officer	Immediately	Complete
67	Second Reading By-law #66 / To Amend the Private Ways By-Law #66 to add the following clauses: In s.3.2 - Once an application is deemed Complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days AND include an additional section stating: Once in receipt of the application from the County of Richmond, the Commissioner will make contact with the applicant within 30 days of receiving the application and will communicate the process and potential timelines to the applicant (timelines will be subject to change based on workload and availability of contractors).	2022-09-26	Municipal Clerk/Municipal Council	November 28 th Regular Council Meeting	Complete

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

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

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

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

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

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

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

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

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

154	Administration Portuaire de Petit de Grat Grant Request /that Council approve the Administration Portuaire de Petit De Grat grant request in the amount of \$15,000 to install water and sewer connections as eligible projects and allocated under the drinking water/wastewater categories respectively from the Canada Community Building Fund (CCBF), and taken from the \$50,000 tagged under waterfront developments as approved on our 5 year capital investment plan for the 2022/2023 fiscal year.	2-27-2023	Chief Financial Officer	Immediate	Complete
155	Bonnie Brae Seniors Club Type 4 -Grant Request /that Council approve the Bonnie Brae Seniors Club grant request for purchasing and installing an automated external defibrillator (AED) in the amount of \$ 1,000.00 and allocated as follows: District 1: \$150.00, District 2: \$150.00, District 4: \$ 337.78, Regional Fund: \$362.22.	2-27-2023	Chief Financial Officer	Immediate	Complete
156	Private Ways By-Law # 66 -First Reading/ to amend the Private Ways By-Law #66 in order to add Section 5 Repeal and Replace, and shall read as follows: The previous version #1, dated June 28, 2021, and all other versions of the By-Law 66, Private Ways By-Law, are repealed and replaced by this by-law.	2-27-2023	Municipal Clerk	Immediate	Complete
157	Richmond Villa Board / that Council accept Robert Wambolt as the appointed community member to the Richmond Villa Board.	2-27-2023	Municipal Clerk	Immediate	Complete
158	Spring 2023 Heavy Collection/ that Council accept the recommendation from the Director of Public Works to issue a tender for collection services for the 2023 Spring Heavy Collection.	2-27-2023	Director of Public Works	Immediate	Complete
159	Bras d'Or Lakes Collaborative Environmental Planning / that the CEIP request for financial support for the Etuaptmunk (Two-Eyed Seeing) Conference being held in October 2023 be deferred to budget deliberations.	2-27-2023	Chief Financial Officer	Immediate	Complete
160	Special Event By-Law /that Council move the Special Event By-Law to the adoption process as presented with amendments to section 8.5, adding item iii for school based events and to section 6.3c adding, unless exempted through section 8.1.	2-27-2023	CAO/Municipal Clerk	Immediate	Complete
161	Public Participation Program Regarding Engagement with Abutting Municipalities / that Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the Eastern District Planning Commission report dated February 14, 2023.	2-27-2023	CAO/Municipal Clerk	Immediate	Complete
162	Canada Community Building Fund Discussion (Gas Tax) /It was the consensus of the Committee to defer non-profit organizations discussion to a future meeting.	2-27-2023	CAO / CFO	Immediate	Complete
163	Canada Community Building Fund Discussion (Gas Tax) / that staff produce a draft policy for the use of the Canada Community-Building Fund by the Village Commission.	2-27-2023/ 03/27/2023	CAO/Staff	Immediate	Complete

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

172	Constituent/ Question Period / Create an Appeal Process for Land Development	3-13-2023	n/a	Immediate	Complete
173	Constituent/ Question Period Inquiry, Re Property Tax Sale: If there is a lean on a property and the County accepts less than what is owing, is the remainder put out as a lean on the property owner?	3-13-2023	CFO, Revenue Manager	Immediate	Complete
174	Constituent/ Question Period Inquiry, Re: Property Tax Sale: If the Municipality gets excess money for a property that is sold at a tax sale can the property owner ask for the difference between what is owed and what was received by the County?	3-13-2023	CFO, Revenue Manager	Immediate	Complete
175	Cape Breton Fiddlers Association, Re: Proposal for Richmond County/ Provide the association with the grant application forms and provide assistance as needed with the application process.	3-13-2023	CFO/ Recreation Manager	Immediate	Complete
176	Point Tupper Industrial Zones / that Council accept the recommendation of the Planning Advisory / Heritage Committee to accept the recommendation from the Eastern District Planning Commission to approve the proposed amendments to the West Richmond Plan Area Municipal Strategy and Land Use By-law to allow: a) The creation of a new Heavy Industrial Restricted (1-4) zone which allows a limited number of industrial uses including Green Energy Facilities subject to special provisions specifically designed to address the protection of the Landrie Lake Water Supply Area; b) A concurrent rezoning of portion of the property identified by PID 7511767 from the Light Industrial (I-1) Zone to the new 1-4 Zone; c) The addition of Green Energy Facilities as permitted use within the Watershed Protection Periphery (W-2) Zone subject to special provisions; d) The addition of Green Energy Facilities as permitted use within the Heavy Industrial (1-3) Zone subject to existing zone provisions; e) The addition of rezoning Policy for the new Heavy Industrial Restricted (1-4) Zone; f) The addition of a definition of “ Green Energy Facility/Facilities” in the Land Use By-law and; g) Removal of single unit dwellings as permitted use within the Heavy Industrial (1-4) Zone; and FURTHER MOVE that Council give first reading and set a public hearing date.	3/21/2023	CAO	Immediate	Complete
177	Land Use By-Law Summary Offence Tickets / that Council accept the recommendation of the Planning Advisory/ Heritage Committee to approve the Eastern District Planning Commission appointment of staff as Special Constables for Land Use By-law enforcement for 2023-2024, effective April 1, 2023; Sean Donovan, Manager of Inspection Services and Jonathan Martin, Senior Building Official.	3/21/2023	CAO/Warden	Immediate	Complete
178	Welcoming Food Trucks/ to refer Food Trucks to the By-Law / Policy Committee and FURTHER MOVE that staff explore examples of how Food Trucks are welcomed in other communities.	3/27/2023	CAO/Staff	Immediate	Complete

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

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

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

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

225	Collaborative Session/ that Council approve the requested amount of up to \$5,000 to provide catering for the June 23rd Richmond County Collaborative Session with Dough Griffiths.	5/23/2023	CAO/CFO	Immediate	Complete
226	NSCC HEO Lease/ that Council approve in principle to have a 5 year lease with an appropriate out clause granted to the Nova Scotia Community College Strait Area Campus and FURTHER MOVE to refer the matter to Port Hawkesbury and the Joint Park Commission.	5/23/2023	CAO/CFO	Immediate	Complete
227	Three year share agreement- Jclass road/ that Council defer to June 1, 2023 Special Meeting	5/23/2023	CAO	Immediate	Complete
228	Hanging Flower Baskets/ that Council approve the request from Telile Community Television to place and care for hanging flower baskets on the lampposts that line the Arichat sidewalk conditional on staff approval.	5/23/2023	CAO/ Director of Public Works	Immediate	Complete
229	Question Period Procedure / that Council defer the discussion to the June COW Meeting	5/23/2023	Municipal Clerk	Immediate	Complete
230	Arichat Pedestrian Side Walk/ that Council defer a decision to June 1, 2023 Special Meeting	5/23/2023	Municipal Clerk	Immediate	Complete
231	NSFM Policing Survey / that Council defer to staff to coordinate a response from Council and the Police Advisory Board.	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
232	CCBF Policy Section 4 (a) / to have staff provide the By-Law / Policy Committee with a staff report for data on 8% and 10% allocation for the next meeting.	5/23/2023	CAO/CFO	Immediate	Complete
233	CCBF Policy Section 4 (f) / to reword as follows: The Municipality will contribute to a maximum of 50% of the total CCBF eligible project costs net of any other external funding , from the allocated account for water and sewer projects and with no percentage limits on other projects.	5/23/2023	CAO/ Municipal Clerk	Immediate	Complete
234	Marketing Levy, 3rd Draft - Question for Terry Smith from Council regarding Section 7 e: Why do we need to specify the geography?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
235	Question Period - questions from the public regarding the proposed changes to the Isle Madame Municipal Planning Strategy and Land use By-law. (1) Whether or not the policy change for Isle Madame is in keeping with the norms in other areas of the province? (2) What substantiates a mini campground and is it based on any size of lot as the old by-law would apply to any land owner?	5/23/2023	CAO/Municipal Clerk	Immediate	Complete
236	CCBF Policy moved to adoption process	2023-06-06	Municipal Clerk	Immediate	Complete
237	Marketing Levy moved to the adoption process	2023-06-06	CAO / Municipal Clerk	Immediate	Complete
238	Food Cycle Science, Municipal Food Waste Pilot Project - that Council refer to staff for further investigation.	2023-12-06	CAO	Immediate	Complete
239	Acting Collectively - send email to Councillors with information on the Council Recruitment Campaign..	2023-12-06	Municipal Clerk	Immediate	Complete
240	Waste Receptacles- that Council refer the topic of Waste Receptacles for further discussions to the By-law / Policy Committee	2023-12-06	CAO / Municipal Clerk	Immediate	Complete

241	Arichat Community Development Grant Extension - that the Committee recommend to Council to approve the Arichat Community Development Association grant request extension for an additional year, to March 31, 2024	2023-12-06	CFO	Immediate	Complete
242	IMVFD - that Council have staff draft a letter outlining the limitations on private property and to provide information on who may be contacted.	2023-12-06	CAO	Immediate	Complete
243	Louisdale & Area Food Bank - that Council approve the grant request from the Louisdale & Area Food Bank Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
244	River Bourgeois Community Services Society - that Council have staff reach out to the proponent for further information on the designated funds and defer to June Council.	2023-12-06	CFO	Immediate	Complete
245	Re-Nest - that Council approve the grant request from the Re-Nest Furniture Society for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 600 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
246	Re-Nest - reach out to the organization how we can help promote them.	2023-12-06	Municipal Clerk	Immediate	Complete
247	Little Harbour Comm. Pasture - that Council approve the grant request from the Little Harbour Community Pasture for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 5000 and be allocated at follows: \$2000 from District 5 and \$3000 from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
248	Strait Mutual Aid - that Council have staff reach out to the proponent to gather more information on what other Municipalities have granted funding and FURTHER MOVE that Council have the Emergency Services Coordinator provide a staff report for the next meeting.	2023-12-06	CFO	Immediate	Complete
249	River Bourgeois Mariner Society - that Council approve the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the Amount of \$1000 and be allocated as follows: \$500 from District 4 and \$500 from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
250	Cape Breton Fiddlers Association - that Council approve the Cape Breton Fiddlers Association for the Type 4 – Regional/Health/General Grant Funds in the amount of \$ 2000 and be allocated from the Regional Fund.	2023-12-06	CFO	Immediate	Complete
251	Question Period - that Council refer the revision of the procedures for question period to the Warden and CAO.	2023-12-06	CAO / Warden	Immediate	Complete
252	World Elder Abuse Day - provide information on social media.	2023-12-06	Municipal Clerk	Immediate	Complete
253	CSAP & Arichat Side Walk Project Update- that Council have staff proceed with exploring options for the exit side paving and report back to Council.	2023-12-06	Director of Public Works	Immediate	Complete
254	Strait Area Chamber Housing - that Council support, in principle, the Strait Area Chamber of Commerce formation of a not-for-profit entity with the mandate to create and execute a housing action plan for Richmond County and the Town of Port Hawkesbury and FURTHER MOVE that staff arrange a joint council meeting in the fall.	6/26/2023	CAO	Immediate	Complete
255	Provincial Capital Assistance Program (PCAP) - that Council support an application to the Province's PCAP for the purpose of the Arichat and Evanston water towers.	6/26/2023	Director of Public Works/CAO	Immediate	Complete
256	IMV Food Bank - that staff work with the society to bring awareness to the searching of a permanent location.	6/26/2023	CAO	Immediate	Complete

257	Loch Lomond Volunteer Fire Department - that Council approve the LLVFD Type 1 - Infrastructure Grant Request in the amount of \$5000 and be allocated as follows: \$1000 from District 5 Funds and \$4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
258	River Bourgeois Community Service Society - that Council approve the RBCSS Type 4 Regional/Health/General Grant Funds in the amount of \$5000 and be allocated as follows: \$1000 from District 4 Funds and \$ 4000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
259	Strait Area Mutual Aid Association - that Council approve the SAMAA Type 1 - Infrastructure Grant Funds in the amount of \$5000 and be allocated as follows: \$5000 from the Regional Fund.	6/26/2023	CFO	Immediate	Complete
260	Supporting Affordable Housing - that Council have staff explore what other Municipal units are doing to support affordable housing and report back to Council.	6/26/2023	CAO	Immediate	In Progress
261	Council Chamber Upgrades - Moved by Councillor Michael Diggdon, seconded by Councillor Melanie Sampson that Council proceed with the Mastercontrol Proposal in the amount of \$51,200.00 plus hst to upgrade the Council Chamber video/audio production system and FURTHER MOVE that the funds be allocated from the Capital Reserve. Motion carried with four in favor and one against.	8/21/2023	CAO / CFO	Immediate	Complete
262	Cape Breton Partnership - Moved by Councillor Shawn Samson, seconded by Councillor Michael Diggdon that Council approve the requested amount of up to \$1,500 to sponsor the Cape Breton Partnership Investor Summit. Motion carried.	8/21/2023	CAO / CFO	Immediate	complete
263	Active Living Strategy and Recreation Plan - that the Committee of the Whole recommend to Council to defer the decision to adoption the Active Living Strategy and Recreation Plan to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
264	Two Eyed Seeing Conference - that the Committee of the Whole recommend to Council to defer the decision of sponsorship for the Two Eyed Seeing Conference to the next regular council meeting.	2023-11-09	CAO / Municipal Clerk	Immediate	Complete
265	MEMAC - Committee Appointment - that the Committee of the Whole recommend to Council that Councillor Melanie Sampson and Warden Amanda Mombourquette be appointed to the Municipal Emergency Management Advisory Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	Complete
266	MEMPC - Committee Appointment - that the Committee of the Whole recommend to Council that Councillor Michael Diggdon and Councillor Shawn Samson be appointed to the Municipal Emergency Management Planning Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	Complete
267	Fences Arbitration Committee Appointment - that the Committee of the Whole recommend to Council that Deputy Warden Brent Sampson be appointed to the Fences Arbitration Committee.	2023-11-09	CAO / Municipal Clerk	After adoption of COW Report.	Complete

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

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

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

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

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

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

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

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

353	Sale of Municipal Property – Undersized Lot Adjacent to Property Owner, PID # 75112144 / that Council declare property PID #75122144 as surplus and FURTHER MOVE that staff proceed with the sale of the undersized lot to the adjacent property owner, R & L Rentals, at the appraised fair market value plus HST and migration costs	03-25-2024	CFO, Revenue Manager	Immediate	Complete
354	Richmond Arena Refrigerant Purchase / that Council support the staff recommendation to purchase the available refrigerant and FURTHER MOVE to proceed with the purchase on or after April 1, 2024, in advance of budget approval.	03-25-2024	Director of Public Works	Immediate	Complete
355	Autism Acceptance Month Flag Raising Request/ that Council have staff organize the Autism Acceptance Month flag raising and proclamation ceremony for a date in April, and FURTHER MOVE that staff advertise an invitation to residents in local media.	03-25-2024	Municipal Clerk	Immediate	Complete
356	Land-Legal / Open Tender Competition PID # 75142133/ that Council to accept the recommendation from staff to sell property PID# 142133 to the highest bidder as a result of the open tender competition.	04-22-2024	CFO, Revenue Manager	Immediate	Complete
357	Personnel / Additional Professional Finance Services / that Council to empower the CAO to engage additional professional financial services and to include such costs in the 2024/25 budget.	04-22-2024	CAO	Immediate	Complete
358	Municipal Growth Framework / that Council support the Municipal Growth Framework resolution.	04-22-2024	Municipal Clerk	Immediate	Complete
359	2024 Heavy Collection / that Council proceed with the 2024 Heavy Collection at an estimated cost of \$160,000 with the funds to be allocated in the 2024/25 budget.	04-22-2024	Director of Public Works	Immediate	Complete
360	Village of St. Peter's Gurantee / that Council provide a guarantee for the Village of St. Peter's for the purpose of borrowing to convert their balloon payment into a new 5-year debenture in the amount of \$497,300.00.	04-22-2024	CFO	Immediate	Complete
361	RB Mariners Society / that the Committee of the Whole recommend to Council to approve the grant request from the River Bourgeois Mariner Society for the Type 4-Regional/Health/General Grant Fund in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds, subject to assessment by staff as to the project's eligibility.	04-22-2024	CFO	Immediate	Complete
362	Gaelic Awareness Month / that the Committee of the Whole recommend to Council to have staff organize the Gaelic Nova Scotia Month flag raising and proclamation ceremony for a date in May and FURTHER MOVE that staff advertise an invitation to members of the public in local media.	04-22-2024	Municipal Clerk	Immediate	Complete
363	River Bourgeois Community Services for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500 / to table the River Bourgeois Community Services grant request for the Type 3- Recreation Sponsorship Grant Fund in the amount of \$500 to the next Council meeting following Grants and Contributions budget discussions. June 24, 2024: that Council approve the grant request from the River Bourgeois Community Services for the Type 03 - Recreation Sponsorship Grant funding in the amount of \$500 and be allocated from the District 4 funds.	04-22-2024	Director of Finance	Immediate	Complete
364	Richmond Education Center/Academy / to Council to defer the request to contribute to the Richmond Education Center/Academy Bursary/Scholarship fund to budget discussions.	04-22-2024	CFO	Immediate	Complete

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

379	VON Week / that Council accept the recommendation from the Committee of the Whole to approve the VON Proclamation, the raising of the VON Flag for a date in May, and FURTHER MOVE that staff make the arrangements to light up the Municipal Building in Blue and make every effort to recognize VON week on social media.	05-27-2024	Municipal clerk	Immediate	Complete
380	Richmond River Root Richmond River Roots Market Green Society that the grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,200 / that Council accept the recommendation from the Committee of the Whole to defer to the next Council meeting following Grants and Contributions budget discussions. June 24, 2024: that Council approve the grant request from the Richmond River Roots Market Green Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$6,650 and be allocated as follows: General Funds: \$4400, District 1:\$ 500, District 2:\$ 500, District 3:\$ 500, District 4:\$ 500, District 5:\$ 250	05-27-2024	Director of Finance	Immediate	Complete
381	SPVFD Dry Fire Hydrant -that Council accept the recommendation from the Committee of the Whole to approve the funding of five thousand dollars for the installation of the dry fire hydrant.	05-27-2024	Director of Finance	Immediate	Complete
382	Dry Fire Hydrant - that Council accept the recommendation from the Committee of the Whole to refer the Dry Fire Hydrant Policy to the Fire Service Protection Committee and the By-Law/Policy Committee for review.	05-27-2024	Emergency Services Coordinator	Immediate	Complete
383	Grant request from the Administration Portuaire de Petit-de-Grat for Infrastructure Grant Funds in the amount of \$20,000 / that Council approve the grant request from the Administration de Petit-de-Grat for the Type 1- Infrastructure Grant Funds in the amount of \$10,000 and be allocated from the CCBF Waterfront Development Funds.	05-27-2024	Director of Finance	Immediate	Complete
384	Lennox Place Limited support letter/ that Council have the Warden provide a letter of support, in principle, for their application for the Nova Scotia Affordable Housing Development Program to fund the conversion of a building into a 7-unit apartment building located at 818 Veterans Memorial Drive, Arichat.	05-27-2024	Warden	Immediate	Complete
385	Lennox Place Limited permitting fees/ that Council refer the discussion on covering the Lennox Place Limited associated permitting fees to the next meeting of Council following budget discussions and FURTHER MOVE that Staff contact the other proponents to identify their current interest in Municipal support and hold a Special meeting as soon as possible, following the budget discussions, to discuss covering permitting fees.June 24, 2024: that Council approve the request from Lennox Place Limited for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	05-27-2024	CAO	Immediate	Complete
386	5 year capitial investment Plan / that Council approve the 5 year Capital Investment Plan for the Municipality of the County of Richmond for the fiscal year ending March 31, 2025.	06-13-2024	Municipal Council	Immediate	Complete
387	Area Rates / that Council accept the recommendation of the Director of Finance and that the following area rates be approved:	06-13-2024	Municipal Council	Immediate	Complete

388	<p>Final Budget for year ending March 31, 2025 / that Municipal Council give approval to the municipal estimates of revenues and expenditures for the year ending March 31, 2025 in the amount of \$17,459,364;</p> <p>AND FURTHER MOVED THAT WHEREAS pursuant to the Municipal Government Act, the Municipal Council of the Municipality of Richmond estimates that sums amounting to \$10,714,430 are required for the lawful purpose of the said Municipality for the year ending March 31, 2025, after crediting the probable revenue from all sources other than rates for the said year and making due allowance for the abatement and losses which may occur in the collection of the taxes and for taxes for the said year which may not be collectible or collected;</p> <p>BE IT THEREFORE RESOLVED that Richmond Council hereby authorizes the levying and collection of a residential rate of 0.85¢ on each \$100 of the assessed value of residential property assessed on the assessment roll and a commercial rate of \$2.15; which rates said Council deems sufficient to raise the sums required to defray the expenditures of the said Municipality for this year, and any deficit from the preceding years;</p> <p>AND BE IT FURTHER RESOLVED that Richmond Council hereby imposes an additional percentage charge of 18 percent per annum on all rates and taxes remaining unpaid;</p> <p>AND BE IT FURTHER RESOLVED that Richmond Council hereby fixes the 30th day of September 2024 as the day on which the Tax Collector or Treasurer may proceed to issue warrants for the collection of all rates and taxes then unpaid.</p>	06-13-2024	Municipal Council	Immediate	Complete
389	<p>Canada Day Funding / that Council approve the following Canada Day Funding Applications as follows: a) Ardoise Mens Club \$ 1,577.00 b) Loch Lomond Heritage Association\$ 500.00 c) St. Louis Parish\$ 2,500.00 d) St. Peter's Lions Club\$ 5,800.00 e) Bras d'Or Lakes Seniors Association\$ 300.00</p>	06-13-2024	Director of Finance	Immediate	Complete
390	<p>Sale of property PID 75079954 and PID 75026898 for the upcoming tax sale on August 23, 2024 / that Council accept the recommendation from the Committee of the Whole to accept the recommendation from staff to sell property PID 75079954 and PID 75026898 at the tax sale on August 23, 2024, as discussed in closed session.</p>	06-24-2024	Director of Finance / Revenue Manager	Immediate	Complete
391	<p>Cape Breton Partnership - Forward Together Plan / that Council accept the recommendation from the Committee of the Whole to endorse the Liaison Oversight Committee's (LOC) acceptance of the Forward Together plan as the Economic Development Strategy of the Cape Breton Regional Enterprise Network (CB REN), and FURTHER MOVE, commit to aligning Richmond County's economic development efforts with Forward.Together.</p>	06-24-2024	CAO		Complete
392	<p>Share the Road Project / that Council accept the recommendation from the Committee of the Whole to refer the discussion to the By-Law and Policy Committee for the development of a by-law that would permit MOCR to designate a municipal roadway or part of a roadway as a road trail.</p>	06-24-2024	Municipal Clerk	Immediate	Complete

393	River Bourgeois Mariner Society for the Type 4 – Regional/Health/General grant funds in the amount of \$1,500 / June 10, 2024: that Council accept the recommendation from the Committee of the Whole to defer the request from the River Bourgeois Mariner Society for the Type 4 – Regional/Health/General Grant Funds in the amount of \$1,500 to the next meeting following budget discussions. June 24, 2024 : that Council approve the grant request from River Bourgeois Mariner Society for the Type 04-Regional/Health/General Grant Funding in the amount of \$1,500 and be allocated as follows: \$1000 from District 4 Fund and \$500 from the Reginal Fund.	06-24-2024	Director of Finance	Immediate	Complete
394	Brela Homes, Jeremy Carroll request for financial support for building permitting fees / June 10, 2024: that Council accept the recommendation from the Committee of the Whole to defer the request from Jeremy Caroll, Brela Homes, for financial support for building permitting fees to the next meeting following budget discussions. June 24, 2024: that Council approve the request from Jeremy Carroll, Brela Homes, for financial support for permitting fees, pending approval of the Capital Improvement and Development Policy and the application process.	06-24-2024	CAO	Immediate	Complete
395	Request from Anne Leavitt, board chair of the Isle Madame Historical Society, to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week / that Council accept the recommendation from the Committee of the Whole to approve the request from Anne Leavitt, board chair of the Isle Madame Historical Society to proclaim the week of September 22-28th as Robert Bouchard and Cornelia Boucher week.	06-24-2024	Municipal Clerk	Immediate	Complete
396	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	In Progress
397	Committees Policy / that Council adopt the Committees Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete
398	Low Income Tax Exemption Program Policy / that Council adopt the Low Income Tax Exemption Program Policy as a policy for the Municipality of the County of Richmond.	06-24-2024	Municipal Clerk	Immediate	Complete
399	Richmond Housing Corporation By-Laws / that Council approve the amendments to the Richmond Housing Corporation by-laws.	06-24-2024	Municipal Clerk	Immediate	Complete
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
401	Louisdale Lions Club grant request for the Type 04 – General/Waterfront Development Funding for \$20,000 / that Council approve the grant request from the Louisdale Lions Club for the Type 04 – General/Waterfront Development Funding for \$20,000, and be allocated from the CCBF Waterfront Development Fund, subject to assessment by staff as to the project’s eligibility.	06-24-2024	Director of Finance	Immediate	Complete

402	Requests for the Type 03 – Canada Day Grant Funds for the Johnstown’s Harbour Wharf for \$ 500 and the South Mountain Arm of Gold Community Association for \$400 / that Council approve the grant requests for the Type 03 – Canada Day Grant Funding for the Johnstown’s Harbour Wharf of \$ 500 and the South Mountain Arm of Gold Community Association of \$500 and be allocated from the Canada Day Grant Fund.	06-24-2024	Director of Finance	Immediate	Complete
403	Colin MacDougall, One of a Kind Design, Re: Pole Banner Kits / that Council refer the request from Colin MacDougall regarding pole banner kits to staff.	06-24-2024	Director of Public Works	Immediate	Complete
404	Terry Doyle, CAO, Town of Port Hawkesbury, Re: Joint Industrial Park – Use of 38 Unity Drive for the Strait Truck and Tracker Pull event / that Council approve the use of Unity Drive property for the Strait Truck and Tracker Pull event.	06-24-2024	CAO	Immediate	Complete
405	Multi-Party First Nations and Municipal Agreement / Council unanimously agreed to defer the Multi-Party First Nations and Municipal Agreement to a future meeting and to invite Tyler Matheis, CEO of Cape Breton Partnership, to engage in further discussion.	06-24-2024	CAO	Immediate	In Progress
406	NSFM Council Invitation / that Council refer to staff to coordinate the arrangements.	06-24-2024	Municipal Clerk	Immediate	Complete
407	Landfill Closure / that Council approve the change to the budget for the West Arichat disposal site closure by an additional \$665,000 of the Capital Fund Budget, preferably under Canada Community Building Fund (CCBF).	08-07-2024	Director of Public Works	Immediate	Complete
408	Capital Improvement and Development Policy / that Council adopt the Capital Improvement and Development Policy as a policy of the Municipality of the County of Richmond	08-07-2024	CAO	Immediate	Complete
409	Dog By-Law / that Council refer the Dog By-Law to the By-Law/Policy Committee for review.	08-07-2024	Municipal Clerk	Immediate	Complete
410	Seniors Take Action Coalition, Re: Request for the Type 4 -Regional/Heath/General Grant Funds in the amount of \$9,400.00 / that Council defer the request for the Type 4 -Regional/Heath/General Grant Funds in the amount of \$9,400.00 to the next Committee of the Whole.	08-07-2024	Director of Finance	Immediate	Complete
411	Festival Acadien de Petit-de-Grat, Re: Request for the Type 3 - Sponsorship Funds in the amount of \$500.00 / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 - Sponsorship Funds in the amount of \$500.00 and be allocated from the District 1 Funds.	08-07-2024	Director of Finance	Immediate	Complete

412	Festival Acadien de Petit-de-Grat, Re: Grant request for the Type 3 C1 -Physical Activity Grant Funds in the amount of \$1,000.00 / that Council approve the Festival Acadien de Petit-de-Grat, grant request for the Type 3 C1 -Physical Activity Funds in the amount of \$1000.00 and be allocated as follows: Regional Funds: \$500, District 1 Funds: \$250, and District 2 Funds: \$250.	08-07-2024	Director of Finance	Immediate	Complete
413	D'Escousse Civic Improvement Society, Re: Grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00 /that Council approve the D'Escousse Civic Improvement Society grant request for the Type 3 C3 - Sponsorship Grant Funds in the amount of \$500.00 and be allocated from the District 2 Funds.	08-07-2024	Director of Finance	Immediate	Complete
414	Grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50/ that Council accept the recommendation from the Committee of the Whole to approve the grant request from Lisa Dewolf for the Type 3 – Recreation/Sponsorship Grant Funds for Instructor/Facilitator Development in the amount of \$447.50, to be allocated from the Regional Fund.	09-23-2024	Director of Finance	Immediate	Complete
415	Office of the Information and Privacy Commissioner for Nova Scotia to proclaim September 23-29th as Right to Know Week in the County of Richmond/ that Council accept the recommendation from the Committee of the Whole to proclaim September 23-29th 2024 as Right to Know Week in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	Complete
416	October 1, 2024, as Seniors for Climate Day in the County of Richmond / that Council accept the recommendation from the Committee of the Whole to proclaim October 1, 2024, as Seniors for Climate Day in the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	Complete
417	Request from Amy Wagg for English-Gaelic Boundary Signage in the County of Richmond/ that Council accept the recommendation from the Committee of the Whole to have staff collaborate with the Minister of Gaelic Affairs and the Minister of Public Works to install the new signs as requested when the Provincial budget permits.	09-23-2024	CAO	Immediate	Complete
418	Request to write off taxes for property AAN 02913135, owned by Donald Frost, which was destroyed by fire/ that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 02913135 owned by Donald Frost, which was completely destroyed by fire, in the amount of \$205.87, which represents taxes on the dwelling only from December 16, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	Complete
419	Request to write off taxes for property AAN 04126068, owned by James White, which was destroyed by fire/ that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 04126068 owned by James White, which was completely destroyed by fire, in the amount of \$61.85, which represents taxes on the dwelling only from December 24, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	Complete

420	Request to write off taxes for property AAN 06373917, owned by Colton Gillis & Keisha Morrison, which was destroyed by fire/ that Council accept the recommendation from the Committee of the Whole to write off the taxes for property AAN 06373917 owned by Colton Gillis & Keisha Morrison, which was completely destroyed by fire, in the amount of \$463.04, which represents taxes on the dwelling only from October 31, 2023, to March 31, 2024.	09-23-2024	Revenue Manager	Immediate	Complete
421	Grant request from the Seniors Take Action Coalition for the Type 4-Regional/Health/General Grant Funds in the amount of \$9,400 / that Council accept the recommendation from the Committee of the Whole to approve the Seniors Take Action Coalition grant request for the Type 4-Regional/Health/General Grant Funds in the amount of \$ 6,400.00, to be allocated as follows: \$480.00 from each District Fund and \$4000.00 from the Regional Funds, and FURTHERMOVE that staff explore options for in-kind contributions, such as photocopying and others as deemed appropriate and within MOCR policy.	09-23-2024	Director of Finance	Immediate	Complete
422	Mapping for ESC and VFD's/ that the FPSC recommend to Council to support the investigation of the procurement of mapping using a 3rd party aside from EDPC to produce current mapping for Emergency Management and the VFD's.	09-23-2024	CAO/ESC	Immediate	In Progress
423	Provincial road re-opening/maintenance/ that the FPSC recommend to Council to draft a letter to the province to have old provincial roads re-opened and maintained as a secondary means of travel for emergencies/evacuations and with the increase in MVC's and rerouting of traffic.	09-23-2024	Warden	Immediate	Complete
424	Sub-division planning with EDPC/ that the FPSC recommend to Council to have staff investigate the planning of new areas have two lane roadways with turning areas suitable for fire apparatus and provisions for water supply planning.	09-23-2024	CAO/ EDPC	Immediate	In Progress
425	Previous decisions to remove West Bay Road VFD from meetings/ that the FPSC recommend to council to reverse the decision to remove West Bay Road VFD from the Committee as they cover a portion of the County.	09-23-2024	ESC	Immediate	Complete
426	Strait Area Transit, Articles of Incorporation and By-Laws/ that Council approve the amendments to the Strait Area Transit Articles of Incorporation and By-Laws as presented.	09-23-2024	Municipal Council	Immediate	Complete
427	Receipt of Donations Policy/ that Council refer the Receipt of Donations Policy to the By-Law/Policy Committee for further investigation and discussion.	09-23-2024	Municipal Clerk	Immediate	Complete
428	Taxi Liscence/ that Council approve the request for Willy's Taxi to operate a taxi in the Municipality of the County of Richmond.	09-23-2024	Municipal Clerk	Immediate	Complete
429	Taxis By-law/ that Council refer the Taxis By-Law to the By-Law/Policy Committee for review.	09-23-2024	Municipal Clerk	Immediate	Complete
430	Communications related to the municipal election / that the Committee of the Whole recommend to Council to refer the Strategic Communications Plan to the By-law/Policy Committee for the purpose of incorporating communications related to the municipal election	11-25-2024	Municipal Clerk	Immediate	Complete
431	Good Neighbour Project proposal/ that the Committee of the Whole recommend to Council to refer the Good Neighbour Project proposal to staff for further investigation	11-25-2024	CAO	Immediate	In Progress

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

443	Appointment of Investigator for the new Code of Conduct/ that Council appoint Noal Landry of EMM Law as the interim investigator for the complaint and investigation process under the Code of Conduct for Elected Officials of the Municipality of the County of Richmond.	11-25-2024	CAO	Immediate	Complete
444	Citizen Appointments / that Council accept the recommendation from Committee of the Whole and appoint Dorothy Booher to the IDEA Committee for a 5-year term, Robbin Cotton and Robert Wambolt to the Planning Advisory/Heritage Committee, both for 5-year terms, Stacey Morrison to the RCMP Advisory Board for a 5-year term, Cindy Walker to the Destination Cape Breton Association Board for a 3-year term; and FURTHER MOVE that Council direct staff to advertise any remaining vacancies to ABCCs.	12-16-2024	Municipal Clerk	Immediate	Complete
445	Destination Cape Breton Association (DCBA) / that Council accept the recommendation from the Committee of the Whole and designate Destination Cape Breton Association as the administrator of the Marketing Levy for Richmond County.	12-16-2024	CAO	Immediate	Complete
446	DCBA / that Council accept the recommendation from the Committee of the Whole and direct the CAO to request the financial statements for the past four years from the Destination Cape Breton Association.	12-16-2024	CAO	Immediate	Complete
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
448	Approved Fire Equipment Reallocation/ that Council accept the recommendation from the Committee of the Whole and accept the Volunteer Fire Department Equipment Funding Memo from the Emergency Services Coordinator.	12-16-2024	Municipal Council	Immediate	Complete
449	Property AAN 04127455 which was damaged by fire/ that Council accept the recommendation from the Committee of the Whole and write off the taxes for property AAN 04127455 owned by Rodney Samson, which was completely destroyed by fire, in the amount of \$400.69, which represents taxes on the dwelling only from August 7, 2024, to March 31, 2025.	12-16-2024	Revenue Manager	Immediate	Complete
450	Invitation to joint the Rural Region 1 Solid Waste Committee/ that Council accept the recommendation from the Committee of the Whole and have the Director of Public Works and one member of Council, pending selection, attend the Rural Region 1 Solid Waste Committee meetings.	12-16-2024	Municipal Council	Immediate	In Progress
451	Recruitment of Volunteer Firefighters / that Council accept the recommendation from the Fire Protection Services Committee and have municipal staff meet with the Volunteer Fire Departments to discuss advertising in the Richmond Reflection for the recruitment of volunteer firefighters in Richmond County.	12-16-2024	ESC	Immediate	In Progress
452	Electric Vehicles / that Council refer this item to staff to investigate the feasibility of gradually integrating more EVs into our public fleet vehicles, looking at it from a perspective of both GHG reduction and saving taxpayers dollars.	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.	12-16-2024	CAO	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