

1. **Council Convenes - O Canada** –Warden Hunter called to order the July 18, 2012 session of Cumberland Municipal Council at 1:00 p.m. The meeting was held in the Council Chambers of the E. D. Fullerton Municipal Building, Upper Nappan. O Canada was sung.
2. **Roll Call** - The roll was called by Shelley Hoeg, Executive Assistant to the CAO. Councillors in attendance were: Warden Keith Hunter, Deputy Warden Read, Councillor Kellegrew, Councillor Gillis, Councillor MacNutt, Councillor Redmond, Councillor Donkin, Councillor Gilbert, Councillor Reid, and Councillor Merriam. Many staff were also in attendance.
3. **Approval of Agenda (Additions/Deletions)** –The Agenda was approved with the following additions and deletions:

Additions:	10.1 – Citizen Engagement Report, 11.5 – Senior Safety Program, 12.2 – Private Road Name Signage Policy, 15.4 – Building Official Appointment, 15.5 – Spencer’s Island Slipway, 16.1 – Pugwash Kraft Celebration Tour, 16.2 – Harbourfest, 16.3 Boyle Memorial
Deletions:	7, 9, and 13
4. **Approval of Minutes**
 - 4.1 **Minutes from July 4, 2012 Council Session**
The minutes of the July 4, 2012 Council session were approved as circulated.
5. **Business Arising from the Minutes**
 - 5.1 **Action List, July 4, 2012** – There was no discussion on this item.
6. **Delegations and Presentations**
 - 6.1 **Good Attendance** – Warden Hunter presented certificates to the following staff who missed less than 2 sick days in a calendar year. Staff receiving these awards were: Kellie Seaman, John Burbine, Derek Chitty, Wayne Christie and Rennie Bugley.
 - 6.2 **Pugwash Farmer’s Market** – John Warner, a director of the Pugwash Farmer’s Market was on hand to provide a presentation to Council requesting assistance with the cost of fencing for the Market. The fencing is necessary due to safety reasons and the fact that existing fencing has not been able to stand up to Mother Nature. Funds requested from the Municipality of Cumberland are \$3,850. This will be put on the next Council session’s agenda. The proper application form will be provided to Mr. Warner.
 - 6.3 **Maritime Lumber Bureau** – Geoff Schimmel, presented information on the Atlantic WoodWORKS program. They are fostering a building with wood culture in the Atlantic Region. This program educates about the economic and environmental benefits of using wood.

Atlantic WoodWORKS provides leadership in the use of wood in construction and is an industry led and federally and provincially supported project. The official launch was in January 2012 and Mr. Schimmel explained the benefits of building with wood that are: wood is cost efficient, versatile, meets code, is renewable, minimizes carbon footprint, and is significant to the economy.

Atlantic WoodWORKS! Also, at no charge, provides technical support re fire resistance rating, works with contractors, and deal with emerging technology re cross laminated timber.

Mr. Schimmel advised of the Government using wood in place of concrete and steel.

Mr. Schimmel closed by requesting Council pass a WoodFIRST resolution.

Warden Hunter thanked Mr. Schimmel for his interesting presentation.
7. **Public Hearings**
This item was deleted.
8. **Correspondence**
Correspondence included in the kit included:
UNSM – A call for nominations for UNSM President and Vice president/Secretary-Treasurer

Joggins Legion – Copy of correspondence forwarded to CREDA requesting their rationale for removing the light fixtures located on Main Street in Joggins. Councillor Reid advised that most of these lights are not currently working.

IT WAS MOVED by Councillor Reid, seconded by Councillor Kellegrew, to encourage the Cumberland Regional Development Authority to maintain the lights located on Highway 242/Main Street in Joggins and to repair them to their original standards.

MOTION CARRIED #12-124

There was a Thank You received from the Victorian Quilts for funding received and from two recipients of Bursaries.

9. **Planning Issues:**

This item was deleted.

10. **Strategic Planning**

10.1 Citizen Engagement Committee Report – **IT WAS MOVED** by Councillor MacNutt, seconded by Councillor Merriam to adopt the final report of the Citizen Engagement committee.

MOTION CARRIED #12-125

11. **Financial Reports/Issues**

11.1 **Funding Agreements (CRDA)– Dealt with under 11.2**

11.2 **2012/2013 Core Funding - CRDA -**

IT WAS MOVED by Deputy Warden Read, seconded by Councillor Gillis to approve payment of the first quarter CORE funding for the Cumberland Regional Development Authority in the amount of \$20,684.25, subject to receipt of an executed Funding Agreement between the Municipality of the County of Cumberland and the Cumberland Regional Development Association.

MOTION CARRIED #12-126

11.3 **Project Grant Requests - CRDA – Energy Office**

IT WAS MOVED by Councillor Kellegrew, seconded by Councillor Reid, to approve funding for the Cumberland Energy Office for the period(s) up to and including March 31, 2012 in the amount of \$51,449.29.

MOTION CARRIED #12-127

IT WAS MOVED by Councillor Merriam, seconded by Councillor Kellegrew to approve funding to a maximum of \$34,064 for the Age of Sail Renovation Project, subject to receipt of the following information:

- An executed funding agreement,
- An unaudited financial statement for the Age of Sail Renovation Project that includes revenue from all sources, detailed expenses, and comparison to budgeted amounts, and
- A copy of the Funding Agreements between the Federal Government and the Cumberland Regional Development Authority and the Provincial Government and the Cumberland Regional Development Authority for the Age of Sail Restoration Project.

MOTION CARRIED #12-128

IT WAS MOVED by Councillor Gillis, seconded by Councillor MacNutt, that Council approve an interim payment to a maximum amount of \$100,000 for the Thinker's Lodge Restoration Project and request that the following information be provided by the Cumberland Regional Development Authority on a priority basis:

- Detailed revenue and expenses budgets for Phase I, II, and III, of the Thinker's Lodge Restoration Project,
- A copy of the Funding Agreements between the Federal Government and the Cumberland Regional Development Authority and the Provincial Government and the Cumberland Regional Development Authority for the Thinker's Lodge Restoration Project,
- Receipt of an executed Funding Agreement between the Municipality of the County of Cumberland and the Cumberland Regional Development Authority regarding the Thinker's Lodge Restoration Project, and
- That an audit of the Thinker's Lodge Restoration Project be commenced immediately.

MOTION CARRIED #12-129

11.4 **Community Development Grants** – Councillor Kellegrew advised that at the previous Council session, a Community Development Grant was approved for the Amherst Curling Club. He

requested this amount to come from Grants to organizations instead.

IT WAS MOVED by Councillor Kellegrew, seconded by Councillor Reid to forward \$4,000 to the Amherst Curling Club as a Grant to Organizations rather than a Community Development Grant as was previously approved.

MOTION CARRIED #12-130

Vicki Weaver, Recreation and Physical Activities Coordinator advised of the following:

River Philip Community Hall Association – This group is requesting \$500 in funding for general upkeep of the hall. They have some money on hand, but it is earmarked for a roofing project and other upgrades. We have funded upkeep for this hall in the past (2011 for \$600).

Councillor Redmond recommends that \$600 be debited from District 6 funds.

River Hebert Summer Soccer – this group is requesting \$1,500 to assist with buying soccer jerseys, maintaining the nets and purchasing/ replacing equipment. With no assistance from the county the program could not run at an affordable rate for youth. We funded this group in 2011 for \$1,500.

Councillor Reid recommends that \$1,500 be debited from District 9 funds.

Pythian Castle Ltd. – this group is made up of Knights and Sisters. They are in need of a new heating system, two windows and a door. They are asking for the total cost of their repairs which is \$10,910.25. *Council directed staff to follow up with this item and bring further information to a future Council session.*

IT WAS MOVED by Councillor Reid, seconded by Councillor Redmond to approve the following Community Development Grants:

River Philip Community Hall Assoc.	\$ 600 District 6
River Hebert Summer Soccer	\$1,500 District 9

MOTION CARRIED #12-131

- 11.5 Senior’s Safety Program – Vicki advised that they are requesting funding in the amount of \$10,000

IT WAS MOVED by Deputy Warden Reid, seconded by Councillor Donkin that we fund \$10,000 from Grants to organizations to fund the position of Senior’s Safety Program Coordinator.

MOTION CARRIED #12-132

12. Operational Services/Reports Issues

- 12.1 Roof Tender – A report was provided to Council which contained the following information:

Tenders closed at 3pm on Monday July 16, 2012 for the replacement of the high roof and upgrade to the facade on the EDF Building and the following tenders were received:

Flynn Canada LTD.	\$72,950
GB Roofing	\$112,910
A-Tech Roofing LTD.	\$78,400
Atlantic Roofers LTD.	\$71,900
McCarthy’s Roofing 2008 LTD.	\$119,980
PMC Roofing	\$72,885

The existing 3 in 1 shingle roof will be replaced with a 2 ply modified bitumen roof while the facade which is currently covered with 3 in 1 shingles will be upgraded with pre-painted metal siding.

The low tender has been reviewed to ensure all aspects of the contract documents have been met.

Staff recommend acceptance of the low tender from Atlantic Roofers Limited in the amount of \$71,900 + HST with funding to come from the 2012 Capital Budget.

Inspection of the work on this project will be carried out by A1 Roofing Consultants.

IT WAS MOVED by Councillor Kellegrew, seconded by Councillor Redmond to accept the

low tender from Atlantic Roofers Limited in the amount of \$71,900 + HST with funding to come from the 2012 Capital Budget, for roof replacement for the E. D. Fullerton Municipal Building.

MOTION CARRIED #12-133

- 12.2 Private Road Name Signage Policy - The draft Policy was circulated at the July 4, 2012 Council session and it would be appropriate to consider approval of this Policy today.

IT WAS MOVED by Councillor MacNutt, seconded by Councillor Reid to approve the Private Road name Signage Policy which is as such:

MUNICIPALITY OF CUMBERLAND POLICY 12-05

Private Road Signage and Standards

General

- 1. This policy is entitled “Private Road Signage and Standards Policy” and shall be administered by the Director of Public Works or designate.

Purpose

- 2. The Municipality of the County of Cumberland has created this Policy regarding municipal signage for private roads for the purposes of:
 - a. aiding emergency first responders; and
 - b. providing clear and consistent signage to assist with the identification of private roads.
- 3. By erecting signage, the Municipality assumes no responsibility or liability. Residents who choose to live and/or buy property on private roads should not expect the same access and services as provided by and on public roads.

Definitions

- 4. In this Policy, unless the context otherwise requires:
 - a. “Municipality” means the Municipality of the County of Cumberland;
 - b. “not publicly accessible private road” means a private road which does not intersect a public road;
 - c. “NSCAF” means the Nova Scotia Civic Address File;
 - d. “private road” means any street, road, lane, bridge or other thoroughfare accessible to motor vehicles which is not a public road and which serves as a principal vehicular access to three or more dwelling units or buildings and is listed and identified in the NSCAF system;
 - e. “publicly accessible private road” means a private road which intersects and has direct access to a public road; and
 - f. “public road” means any street, highway, road, lane, bridge, or thoroughfare accessible to vehicular traffic owned and maintained by the Province of Nova Scotia, the Municipality or any other municipality.

Policy

- 5. The Municipality may provide signage for private roads on the following basis:
 - a. The Municipality may provide and install a sign to identify a publicly accessible private road that is identified in the NSCAD system.
 - b. The Municipality will not provide signage unless there are currently buildings with civic addresses on the road.
 - c. The Municipality will not normally provide signage for not publically accessible private roads.

- d. Damaged or lost signs will only be replaced when reported to the Municipality and as time and budgets permit.

Installation and Maintenance of Private Road Signs.

6. Where this Policy provides for the installation of a private road sign, such signs will be installed or maintained by the Municipality's Public Works Department or an agent thereof.
7. The Municipality will strive to ensure that where private road signs require replacement that those signs are replaced in a timely manner as budgets and time permits.

Not Publicly Accessible Private Road Signs

8. Notwithstanding that the Municipality will not normally provide signage for private roads which are not publicly accessible, such signage may be provided in cases where it has been determined by the Municipality that there is a significant risk to persons or property and that such signage is likely to help mitigate such risk.
9. Where residents feel that such signage is warranted, they may request that the Municipality erect such signage. Such requests shall be made in writing and submitted to the Director of Public Works who will assess the need and determine if there are sufficient budgetary resources. The request shall be accompanied by a letter from the owner of the land where the proposed sign is to be located, giving the Municipality irrevocable permission to erect and maintain the sign.
10. When considering requests for not publicly accessible private road signs the Director of Public Works shall base a recommendation on the following factors:
 - a. the number of dwellings on the road,
 - b. the number of dwellings with permanent residents on the road,
 - c. any life-threatening health conditions of residents on the road,
 - d. any other factor the Director deems important in assisting emergency response.

Sign Standards

11. Private road signs shall only be posted in the following manner:
 1. Only double sided signs, with reflective white lettering on a reflective blue background, shall be used or posted;
 2. Sign blanks shall be a minimum of 158mm in height and shall have thickened top and bottom edges sufficient to resist warping or bending;
 3. The typeface used for lettering shall be *Clearview Highway™* or approved alternate typeface designed specifically to enhance road sign legibility;
 4. Letter height for capital letters shall be a minimum of 100mm and 60mm for road name suffixes;
 5. Signage lettering shall be initial capitals followed by lower case;
 6. Road name suffixes shall be abbreviated;
 7. Private road signs shall be perpendicular to the public street.
 8. Private road signs shall be a minimum of 2.0 metres and a maximum of 6.0 metres from the closest edge of the traveled portion of any road; and
 9. The bottom of the private road sign shall be a minimum of 1.5 and a maximum of 2.8 metres above the traveled portion of the adjacent public road;
 10. Where it has been determined that a not publically accessible private road warrants signage, the sign shall be located on the private road which provides access. In addition, a secondary directional sign shall be added to the private road sign for the access road (see figure 2).

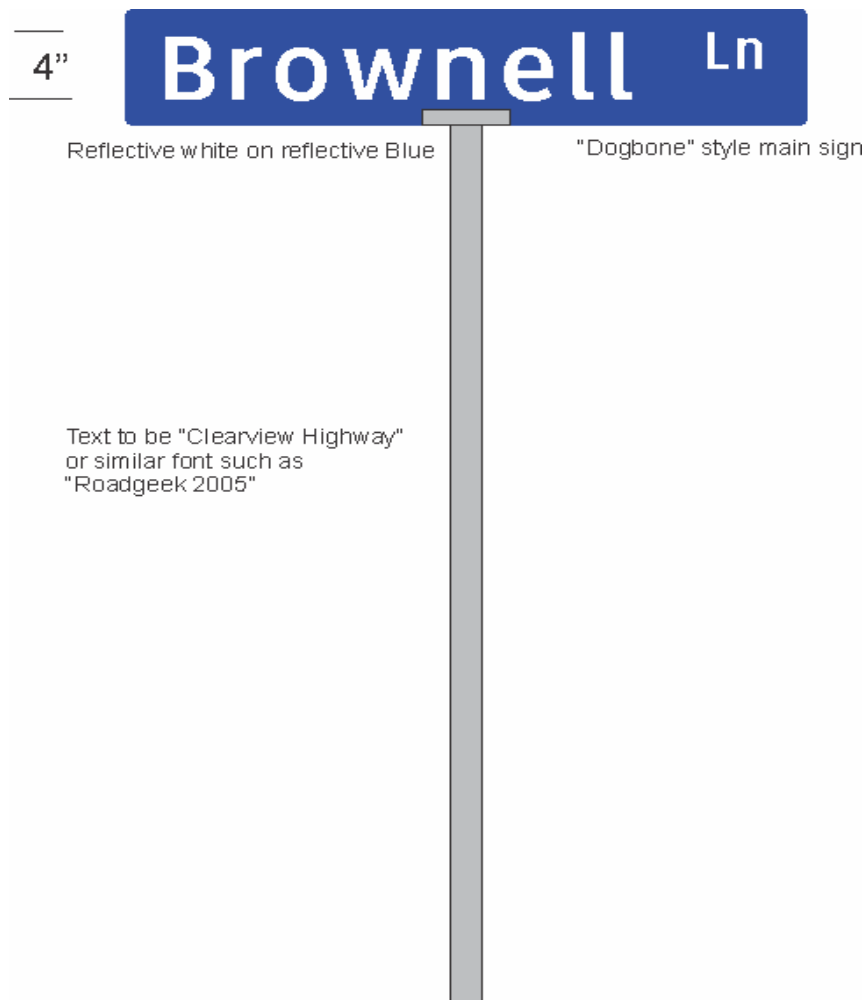


Figure 1 - Typical Private Road Sign Installation

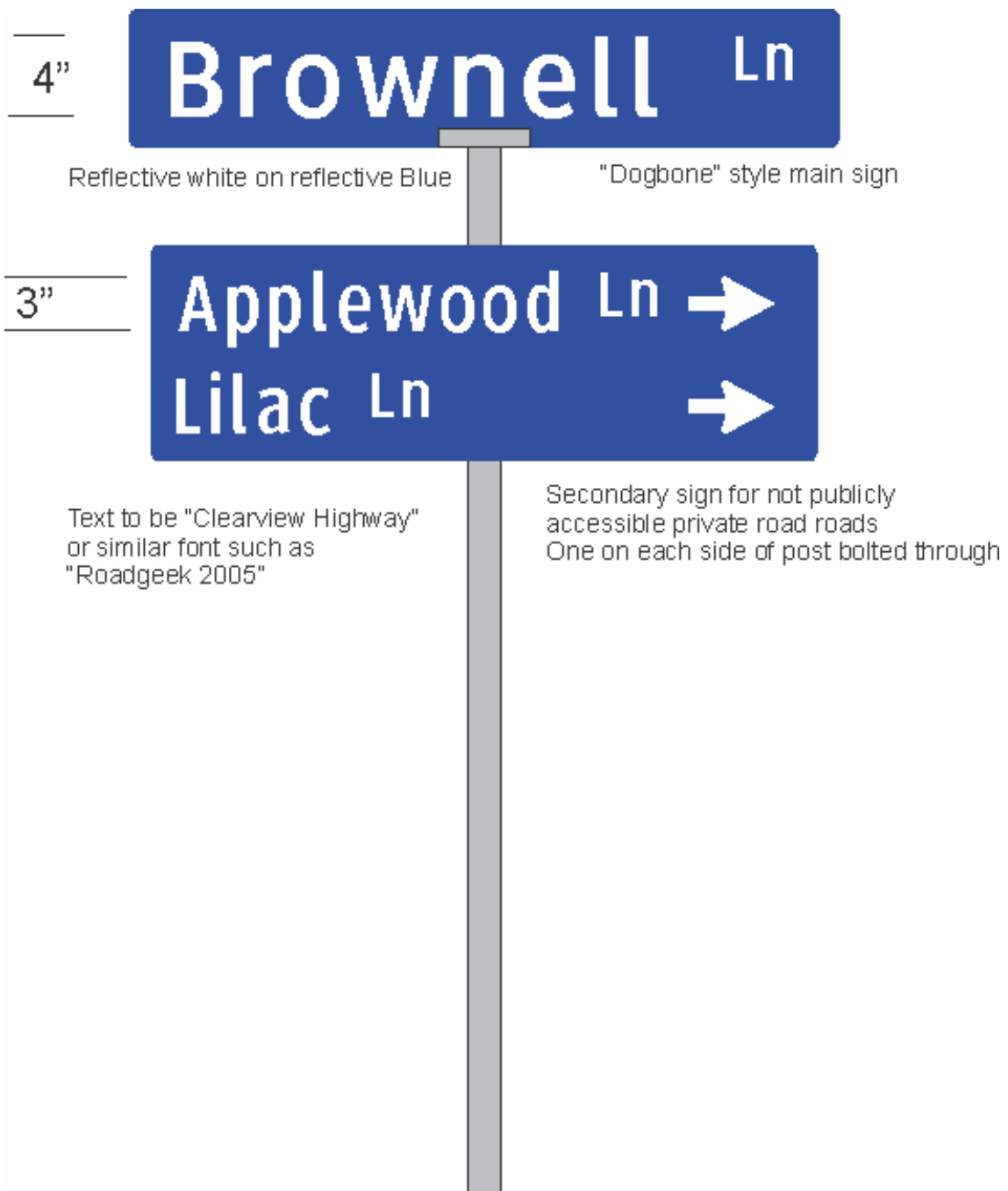


Figure 2 - Typical Installation of not publicly accessible private road sign



Figure 3 - Typical Sign Layout

<u>Clerk's Annotation For Official Policy Book</u>	
Date of Notice to Council Members of Intent to Consider [7 days minimum] _____	
Date of Passage of Current Policy: _____	
I certify that this Policy was adopted by Council as indicated above.	
_____	_____
Clerk	Date

MOTION CARRIED #12-134

13. **Committee/Other Reports**

This item was deleted.

14. **Old Business**

14.1 Meeting with Town of Amherst re Proposed Windfarm – The Town of Amherst has forwarded correspondence to the Premier requesting a moratorium on Wind Farms.

IT WAS MOVED by Deputy Warden Read, seconded by Councillor MacNutt, to forward correspondence to the Premier’s office stating that Council is not opposed to wind energy development in the Tantramar Marshes in accordance with the Municipality’s Municipal Planning Strategy and Wind Turbine By-Law; further, that Council is opposed to any moratorium for wind energy development in the Province of N.S.

MOTION CARRIED #12-135

8 Yay votes

2 Nay Votes (Councillors Redmond and Gilbert)

15. **New Business**

15.1 Department of Justice – Move of Maintenance Enforcement - Warden Hunter was approached by one of the employees who will lose their job due to not being able to relocate. Warden Hunter is not against the main department moving, but is against the satellite departments being forced to move.

IT WAS MOVED BY Councillor Gilbert, seconded by Councillor Merriam to send correspondence to the Minister of the Department of Justice advising that council is opposed to the closure of satellite offices of Maintenance Enforcement in smaller and rural municipalities, but not to decentralizing main branches.

MOTION CARRIED #12-136

15.2 Recreation N.S. Conference – Vicki Weaver, Recreation and Physical Activities Coordinator advised that On October 24-26, 2012 Recreation Nova Scotia will be bringing their annual conference to the Fundy region for the first time in twenty years!

Vicki Weaver has been the co-chair of the Programming Committee for this conference and one

of the main goals with this conference has been to draw in more councillors, supervisors and decision-makers to help gain greater knowledge of the recreation industry.

The theme of the conference is “The Power of Community”. We are offering topics in four very different streams as well. Those streams are:

Inter-Intra-Government Relations: Supporters of Recreation come in all stripes; be they volunteers, paid professionals or government agencies. We all have similar goals in mind but often speak different “languages”. This stream brings to the forefront how we work with each other and how we can work more effectively to further the benefits of recreation.

Diversity: Our recreation world is growing in leaps and bounds. But how we leap and how we bound is often determined by our physical and cognitive abilities, our experiences and by who we feel we are. This stream brings together a variety of backgrounds and experiences to help us make sure we are doing our best to meet the needs of a very diverse population.

Workplace Wellness: “Physician, heal thyself!” We are very good at providing an environment for others to be physically active and to pursue healthy lives. This stream reminds us of the importance of looking after ourselves and our workplaces.

The Great Outdoors: Richard Louve has coined the phrase “Nature deficit disorder”. We have the cure for this right in our own backyard. This stream discusses what it looks like when we do it well and how we can continue to take advantage of our great outdoors to promote recreation and physical activity.

The conference itself will be held at the Glengarry in Truro, but the grand opening, the tradeshow and some wellness sessions will all be held the first night in the brand new Civic Centre. It will not yet be open to the public at that point in time, but for that one evening it will be open for us.

Pete Luckett will be the keynote speaker, and the closing keynote will be given by Behrang Foroughi-Mobarakeh who teaches at the Coady Institute.

We would certainly like to see some councillors from the Municipality of the County of Cumberland attend the conference, as the added knowledge and connections would be beneficial to the councillors as well as the residents of Cumberland County.

15.3 July 26, 2012 In Camera Meeting – This meeting will be held at 9:00 a.m.

15.4 Building Official Appointment – **IT WAS MOVED by Deputy Warden Read, seconded by Councillor Kellegrew to hereby appoint Pat Boyce (current Town of Springhill employee) as a Building Official for the Municipality of the County of Cumberland in order to provide emergency assistance for Building Inspection purposes.**

MOTION CARRIED #12-137

15.5 Spencer’s Island Slipway – **IT WAS MOVED by Councillor Kellegrew, seconded by Councillor Merriam that Council approve a grant from the Capital Budget, to the Spencer’s Island Community Development Association in the amount of \$9,500 for the extension of the slipway on the Municipality’s property at Spencer’s Island, conditional upon the securing of the balance of the funding required for the \$40,000 project from the Federal and Provincial Governments.**

MOTION CARRIED #12-138

IT WAS MOVED by Councillor Reid, seconded by Deputy Warden Read to approve a transfer from operating reserves for the Seniors Safety Program in the amount of \$10,000 and for the Spencer’s Island Slipway in the amount of \$9,500.

MOTION CARRIED #12-139

16. Information Items

16.1 Kraft Celebration Tour – Councillor Gillis advised that Pugwash was the winner of the Kraft Celebration Tour and will be receiving \$25,000 to upgrade the Ball Field and Facility, as well as a LIVE TSN Sportscentre broadcast from Pugwash on August 20, 2012.

IT WAS MOVED by Councillor Gillis seconded by Councillor MacNutt, to forward a letter to Sports Pugwash and to Alex Barker congratulating them on their successful bid for the Kraft Celebration Tour.

MOTION CARRIED #12-140

- 16.2 Harbourfest – Councillor Gillis advised that July 27-29th is Harbourfest and encouraged all Councillors to attend. Also advising that the organizing Committee is requesting the Municipality to sponsor a reception upon one of the ships.

IT WAS MOVED by Councillor Gillis, seconded by Councillor MacNutt, to approve a community development grant in the amount of up to \$1,500 from Districts 3, 4, and 5 (equal portions) to Harbourfest to host an on board reception.

MOTION CARRIED #12-141

- 16.3 Boyle Memorial – Councillor MacNutt advised of the official unveiling of a memorial for Dr. Boyle next Tuesday in Wallace. Also advising that this memorial has the blessing of his family and they will be in attendance. There will be a short ceremony and reception at the Wallace Museum afterwards.

17. **Adjournment:** On motion the meeting was adjourned at 2:45 p.m.

18. **God Save the Queen**

Warden Keith Hunter

Municipal Clerk Brenda Moore