

1. **CALL TO ORDER**1.1 O' Canada

Warden Allison Gillis called the December 14, 2016, Council session of the Municipality of the County of Cumberland to Order at 2:00 p.m. The meeting was held at the E. D. Fullerton Municipal Building. O'Canada was sung.

1.2 Roll Call

Municipal Clerk/Records Manager Brenda Moore, called the roll with the following Councillors present: Councillor Porter, Councillor Chase, Councillor vanVulpen, Warden Gillis, Councillor Welton, Councillor Palmer, Councillor Gilbert, Deputy Warden Fletcher, Councillor Williams, Councillor Jackson, and Councillor Rafuse

Councillor McLellan and Councillor Rector, were absent.

Staff present: Rennie Bugley, CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Engineering and Operations; Michelle Byers, Community Economic Development Officer; Scott Munro, Manager of Parks and Facilities; Dena Pike, Manager of Financial Services; and Brenda Moore, Municipal Clerk/Records Manager who recorded the meeting.

2. **ADMINISTRATIVE AND PROCEDURAL ISSUES**

2.1 The agenda was approved with the following addition(s)/deletion(s):

Addition(s): 6.10 Nominations Committee Report  
6.11 Mills Property Clarification

Deletions: 3. Strategic Priority Issues  
4 Major Organizational Issues  
6.1 Deferred to the January meeting

2.2 Approval of Minutes December 7, 2016

The minutes of the December 7, 2016 Council Meeting were approved as circulated.

**IT WAS MOVED by Councillor van Vulpen, seconded by Deputy Warden Fletcher to approve the minutes of the December 7, 2016 Council meeting.**

**MOTION CARRIED #16-245**

2.3 Business Arising from the November 16, 2016 Council Meetings

The Business Arising and the On Going Business Arising were reviewed and Council was brought up to date on the status of the lists.

Andrew MacDonald introduced Deana Pike, the new Manager of Financial Services, to Council. Ms. Pike thanked Council for the warm welcome and assured them she is very happy in her new position and is enjoying the work, the pleasant atmosphere and the friendly helpful staff here at the Municipality.

2.4 Delegations, Presentations, Petitions, Proclamationsi) FORCE

Lindsay Bennett Business Operations Manager for Fundy Ocean Research Center for Energy (FORCE) gave a presentation on the a not-for-profit research facility which hosts onshore and offshore infrastructure, and grid connection. FORCE conducts environmental monitoring and research and is engaged with numerous industry players. They have four berth holders or tenants in the leased area at present. They are Black Rock Tidal Power, Atlantis Operations, Minas Tidal, and Cape Sharp Tidal. FORCE hosted approximately 5,500 visitors last year at their facility in West Bay. Warden Gillis thanked here for her presentation.

ii) Lida Currie – Downshore Internet Group

Ms. Currie provided background on the work of the group and the problems experienced by residents with the internet service in the Fundy shore area. Warden Gillis thanked her for her presentation.

iii) MLA Terry Farrell – Mr. Farrell indicated he attended Council today to congratulate the newly elected Councillors and the Warden and Deputy Warden on their election to offices of Warden and Deputy Warden. He also invited all councillors to feel free to contact him at any time. Mr. Farrell assured Council he is there to help and support

Council and it is a two way working relationship. Warden Gillis thanked him for his presentation.

## 2.5 Public Hearings

### i) Building By-Law

Stephen Ferguson spoke to the intent of the Building By-Law.

Warden Gillis called the public Hearing to order at 3:11 p.m.

Warden Gillis asked for submissions and/or questions from the public regarding the proposed new Building By-Law. There were none. Warden Gillis was advised there were no written submissions. Warden Gillis then asked if any member of Council or the public had questions, and there were none.

Warden Gillis then closed the public hearing at 3:12 p.m.

**IT WAS MOVED by Deputy Warden Fletcher seconded by Councillor Rafuse to adopt the Building By-Law.**

## Municipality of the County of Cumberland Building By-Law

---

1. This By-Law is entitled the "Building By-Law".
2. In this By-Law:
  - a) words defined in the Nova Scotia Building Code Act or Regulations, have the meaning set out in that legislation;
  - b) "authority having jurisdiction" means the government body responsible for the enforcement of any part of the Building Code, Building By-Law, Building Code Act and Nova Scotia Building Code Regulations; or an official or agency designated by that body to exercise such a function;
  - c) "Council" means the Council of the Municipality of the County of Cumberland;
  - d) "Municipality" means the Municipality of the County of Cumberland; and
  - e) "Official" means a Building Official as appointed by Council pursuant to Section 5 of the Nova Scotia Building Code Act.
3. To obtain a building permit or demolition permit, an applicant must complete an application form which shall be provided by the Municipality.
4. Every application for a permit shall:
  - a) identify and describe in detail the work and occupancy to be covered by the permit for which application is made,
  - b) describe the land on which the work is to be done by a description that will readily identify and locate the building lot,
  - c) include plans and specifications as required by the Building Code and show the occupancy of all parts of the building,
  - d) state the square footage of the proposed work and be accompanied by the required fee, and
  - e) state the names, addresses and telephone numbers of the owner, architect, professional engineer or other designer and constructor.
5. When an application for a Building or Demolition permit has not been completed in conformance with the requirements of this by-law within ninety (90) days after it is filed with the Municipality, the application shall be deemed to have been abandoned.
6. Any work for which a Building or Demolition permit has been issued must be started within 12 months of issuance of that permit; otherwise the permit will expire. A project is considered as commenced after completion of the first inspection by a Building Official.
7. No demolition permit is required for any detached building measuring twenty (20) square meters (215.2 square feet) or less.
8. Fees for permits shall be set out in the Municipality's Fees Policy.
9. Before issuing a demolition permit, the authority having jurisdiction shall be satisfied that the building is not subject to the provisions of a by-law of the Municipality passed pursuant to the Heritage Property Act.
10. The Building Official shall be notified verbally or in writing at least three days (72 hours) in advance and given an opportunity to inspect the construction at stages as

outlined in the Nova Scotia Building Code Regulations, and identified in the permit package issued to the applicant with the permit.

- 11 All former Building Code By-Laws of the Municipality are hereby repealed.

**MOTION CARRIED #16-246**

3. **STRATEGIC PRIORITIES ISSUES**

There are no strategic priority issues for today's meeting.

4. **MAJOR ORGANIZATIONAL ISSUES**

There are no major organizational issues for today's meeting

5. **ORGANIZATIONAL POLICY/BY-LAW ISSUES**

- 5.1 Parrsboro Dangerous or Unsightly Policy Repeal

**Municipality of Cumberland Policy 16 – XX  
Policy to Repeal the Town of Parrsboro Dangerous or Unsightly Premises Policy**

Whereas the former Town of Parrsboro (the "Town") has been merged with the Municipality of the County of Cumberland (the "Municipality");

And whereas the Municipality wishes to have the power to issue demolition orders and to hear appeals from orders issued by the administrator exercised by Municipal Council, as is now the case under the Municipality's Dangerous or Unsightly Premises Policy;

Now therefore it is enacted that:

1. This policy is entitled the "Policy to Repeal of the Town of Parrsboro Dangerous or Unsightly Premises Policy".
2. The Town of Parrsboro Dangerous or Unsightly Premises Policy is hereby repealed.
3. This Policy comes into force upon adoption.

**IT WAS MOVED BY Councillor Gilbert seconded by Councillor Welton that  
Council adopt the Policy to Repeal the Town of Parrsboro Dangerous or Unsightly  
Policy.**

**MOTION CARRIED #16-247**

6. **BUSINESS ISSUES**

- 6.1 UNSM Conference and Annual Meeting Report  
Deferred to January meeting.

- 6.2 Expressions of Interest – UNSM Committees  
Information on Committees that UNSM is looking for elected officials to sit on was included in the meeting material.

- 6.3 Grant Request  
**IT WAS MOVED by Councillor Jackson seconded by Councillor Williams to  
provide a grant to Springhill Legion Pipes and Drums Band in the amount of  
\$4,750. The amount of \$2,375 will come from District 11 Local Grant Funds, and  
\$2,375 from District 12 Local Grant Funds.**

**MOTION CARRIED #16-248**

- 6.4 Tax Collection Memo  
Andrew MacDonald spoke to the Tax Collection Report for November, 2016 which was included in the kit. There are 259 properties going to lawyer for title search which is part of the tax sale process. There are 5 properties in Parrsboro, and Betty Anne Paris is moving forward with these properties. The water billing for the communities of Springhill and Parrsboro went live on Monday in SAP.

- 6.5 Provincial Volunteer Award Nominations  
A memo and a nominations form for the Provincial Volunteer Awards Ceremony was included in the meeting material. Warden Gillis reminded Council of the deadline.

- 6.6 Cumberland Business Connector  
Michelle Byers, Community Economic Development Coordinator briefly reviewed her memo included in the meeting material which contained a brief update on the Cumberland Business Connector.

- 6.7 Community Economic Development Update  
Michelle Byers, Community Economic Development Coordinator briefly reviewed the update she had provided in the meeting material.
- 6.8 Springhill Community Centre and Parks Update  
An update from Scot Munro, Manager of Facilities and Parks was included in the meeting package. Mr. Munro also told Council since the Town of Springhill has become part of the County, the facilities in Springhill have definitely seen an increase in use with the last year being the busiest he has seen in his 4 years at the Community Center.
- 6.9 Community Development Department Report  
Provided by Stephen Ferguson, Director of Community Development and included in the meeting material was an overview of 2016/2017 activities, projects and plans.
- 6.10 Nominations Committee Report  
**IT WAS MOVED by Councillor Gilbert seconded by Councillor Chase to accept the report from the Nominations Committee.**
- 6.11 Justin Waugh-Cress circulated a revised memo clarifying the purchase of the Mills property for the Pugwash water project.

**MOTION CARRIED #16-249**

**IT WAS MOVED by Councillor Gilbert seconded by Councillor Welton that for the purpose of clarification Council confirms the total purchase price for property referred to as the Mills property, consisting of PID 25233560 (Easement) and PID 25499583 is a total of \$78,000. This is the original approved amount of \$66,000 plus the additional \$12,000 approved December 14, 2016.**

**MOTION CARRIED #16-250**

## 7. INFORMATION ITEMS

- 7.1 UNSM Signs Historic Agreement with Province  
Information from UNSM regarding an agreement between UNSM and the Province on how the two organizations will partner on top priorities and be committed to a shared vision for healthy and vibrant communities was included for Council to review.
- 7.2 Thank You Letters  
Letters thanking Council for grant funding are included from the Church Mouse Players and the Advocate District School.

Andrew Mac Donald, Director of Finance informed Council there will be an Audit Committee meeting at 1:00 p.m., on December 21<sup>st</sup> 2016, in the upstairs Boardroom.

## 8. ADJOURNMENT

- 8.1 The Queen

The meeting was adjourned at 3:51 p.m. The Queen was sung.

---

Warden Alison Gillis

---

Municipal Clerk Brenda Moore