

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

Warden Al Gillis called the January 18, 2017 Council session of the Municipality of the County of Cumberland to Order at 2:40 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 van Vulpen, Warden Gillis, Councillor Welton, Councillor Palmer, Councillor Rector, Councillor Gilbert, Councillor McLellan, Deputy Warden Fletcher, Councillor Williams, Councillor Jackson, and Councillor Rafuse

Staff present: Rennie Bugley, CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Jennifer Moore, Revenue Officer; Justin Waugh-Cress, Director of Engineering and Operations; Peter Cotingham, Eng. Technician; Allie MacLean, Strategy Research, and Community Engagement Officer; Michele Byers, Community Economic Development Officer; 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):	4.5	New Position in Finance Department
	4.6	Nominations Committee Report
Deletions:	2.	Public Hearings
	3.	Strategic Priorities

2.2 a) Approval of Minutes of December 14, 2016 council meeting.

IT WAS MOVED by Deputy Warden Fletcher seconded by Councillor Williams to approve the minutes of the December 14, 2016 Council meeting.

MOTION CARRIED #17-001

b) Approval of Minutes of December 21, 2016 council meeting.

IT WAS MOVED by Councillor Chase, seconded by Councillor Palmer to approve the minutes of the December 21, 2016 Council meeting.

MOTION CARRIED #17-002

2.3 Business Arising from the December 14, 2016 council meeting

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

2.4 Delegations, Presentations, Petitions, Proclamations

i) Anne Murray Centre Board

Warden Gillis welcomed members of the Board of the Anne Murray Centre. Mr. Munro spoke to the improvement in the sustainability of the Center now compared to approximately a year ago. Jim Campbell gave a power point presentation showing the results of the new business plan and direction for the future. Mr. Munro expressed thanks to the Municipal Council for their assistance and ask them to continue to include the Centre in their future planning. Warden Gillis thanked them for the presentation.

ii) Introduction to the new Municipal Website

Allie MacLean, Strategy, Research, Community Engagement Officer introduced Council to the new Municipal Website which was launched this month.

2.5 Public Hearings

There are no public hearings for today's meeting.

3. **STRATEGIC PRIORITIES ISSUES**

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

4. **MAJOR ORGANIZATIONAL ISSUES**

4.1 Pugwash Water Project – Storage Reservoir

Peter Cottingham, Engineering Tech. brought colour samples to the meeting and asked for Council’s decision regarding the colour of the water storage reservoir.

IT WAS MOVED by Councillor van Vulpen seconded by Councillor Rector to approve Cobalt Blue as the colour for the water storage reservoir.

MOTION CARRIED #17-003

4.2 2017 and Future Priorities

Included in the meeting material was a list of 2017/2018 (and future) projects and priorities for Council’s consideration.

4.3 2017/2018 Budget

CAO Bugley reminded Councillors that during preliminary discussions regarding the 2017/2018 budget one of the first discussions should be about organizational objectives.

4.4 Parrsboro Water Utility Water Rate Study

The public hearing is scheduled for February 1, 2017 at noon at the Municipality of Cumberland Service Centre in Parrsboro.

4.5 Additional Staff Position

IT WAS MOVED by Councillor Gilbert seconded by Councillor Welton to approve the addition of an accountant staff position in the finance department.

MOTION CARRIED #17-004

4.6 Nominations Committee Report

IT WAS MOVED by Councillor Gilbert seconded by Deputy Warden Fletcher to approve the appointment of four additional Councillors to the CJSMA Board.

MOTION CARRIED #17-005

IT WAS MOVED by Councillor Rector seconded by Councillor Gilbert to accept the Nominations Committee Report.

MOTION CARRIED #17-006

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

5.1 Divestiture of Surplus Real Property Policy

On December 7, 2016 Council gave notice they would consider the Divestiture of Surplus Real Property Policy for adoption. The Policy was included in your meeting material.

Municipality of Cumberland Policy 17-XX

Divestiture of Surplus Real Property Policy

Citation

1. This Policy is entitled the “Divestiture of Surplus Real Property Policy.”

Purpose

2. The purpose of this Policy is to provide for the divestiture of surplus real property owned by the Municipality in compliance with the principles of good municipal governance and in particular with the requirements of the Municipal Government Act. In the event of any conflict between this Policy and any Provincial legislation, the latter shall prevail.

Definitions

3. In this Policy, unless the context otherwise requires:
 - a. “Divestiture Committee” or “Committee” means the Divestiture of Surplus Real Property Committee;
 - b. “Local Councillor” means the Councillor of the District where the property in question is located;
 - c. “Municipal Department” means the Municipality’s Departments of Engineering and Operations, Community Development, Administration, and Finance;
 - d. “Municipality” means the Municipality of the County of Cumberland;

- e. “non-profit organization” means a registered non-profit or charitable organization; and
- f. “surplus” means real property owned by the Municipality that is not required for present or anticipated future needs.

Divestiture Committee

4. Council shall appoint a Divestiture of Surplus Property Committee, which shall exercise the Mandate approved by Council for the Committee.
5. The Committee shall be supported by Municipal staff as deemed appropriate by the CAO.
6. The Committee shall assess whether real property owned by the Municipality should be declared surplus, and if so, will recommend to Municipal Council that the property be declared surplus. Before making its assessment, the Committee shall consult with each Municipal Department and the Local Councillor to obtain their input regarding whether each property is or may be required for current or future needs of the Municipality.
7. If Council declares a property to be surplus, the Committee is authorized to divest the property and to select and direct the divestiture process, subject to the provisions of this Policy. The Committee shall report the results to Council.
8. Every divestiture process selected and directed by the Committee shall comply with sections 50, 51, 51A and 273 of the Municipal Government Act, and if the property is offered for sale to the public, the process must be designed to ensure that the public is made as aware of the sale as is reasonably possible.

Property Acquired Pursuant to the Subdivision By-Law

9. Where property recommended by the Committee to be declared surplus was transferred to the Municipality pursuant to the Municipality’s Subdivision By-Law for parks, playgrounds and similar public purposes as authorized by section 271(3) (h) of the Municipal Government Act, the owners of the lots in the subdivision in respect of which the land was conveyed shall be notified by letter addressed to the owners as shown on the current assessment role and by notice in a local newspaper fourteen (14) days before the meeting when Council will consider declaring the property surplus.
10. As required by section 273(13) of the Municipal Government Act, where property described in the preceding section is sold, the proceeds shall be used for capital expenditures for parks, playgrounds and similar public purposes. It shall be the Policy of the Municipality to use such proceeds within the District of the Municipality where the surplus property is located.

Conveyance of Property to Non-profit Organizations

11. If the Committee is of the opinion that a property should be sold or leased at a price less than market value to a non-profit organization carrying on activity that is beneficial to the Municipality, it shall make that recommendation to Council. When considering whether to accept such a recommendation, Council must comply with subsections (2) and (3) of section 51 of the Municipal Government Act regarding a two thirds majority and, if the property is valued at more than \$10,000, a public hearing.

Sale to Abutting Owner

12. If the Committee is of the opinion that a property should be sold to the owner or owners of land abutting that property because it is of insufficient size or dimensions to be capable of any reasonable use, it shall make that recommendation to Council, and if Council is also of the opinion the property is incapable of reasonable use, it may decide, pursuant to section 51A of the Municipal Government Act, that the property shall be sold upon such terms as it sees fit, including sale at less than market value.

General

13. Where the transfer of a property would trigger the requirements of the Land Registration Act to “migrate” the title of the property to the current land registry system, the Municipality shall complete that process before the property is offered for sale. If, during that process, it is discovered that the costs of the title migration will significantly

exceed the expected sale price, the Committee or Council may decide to delay or abandon that sale.

14. The following persons shall not purchase surplus property of the Municipality either directly or through an agent:
 - (a) a Council member;
 - (b) an employee of the Municipality;
 - (c) the spouse of a person referred to in subsections (a) or (b); or
 - (d) a company in which a person referred to in subsections (a), (b) or (c) owns or beneficially owns the majority of the issued and outstanding shares.
15. Policy 15-10, the “Divestiture of Surplus Property Policy”, adopted October 21, 2015, is hereby repealed.
16. This Policy comes into force upon adoption.

IT WAS MOVED by Deputy Warden Fletcher seconded by Councillor Williams to adopt the Divestiture of Surplus Real Property Policy.

MOTION CARRIED #17- 007

5.2 Grants Program Amendment and Update

A memo from the Director of Community Development regarding a recommended change to the Regional Grants Program application deadline, and a brief update on the Grants Program was included in the meeting material.

IT WAS MOVED BY Councillor Jackson, seconded by Councillor Gilbert to amend section three of the Regional Grants Program to say:

“The normal deadline for applications for funding in excess of \$3,000 is March 31st. In exceptional circumstances an application for funding in excess of \$3000 may be accepted after March 31st if the project could not reasonably have been anticipated prior to the deadline (e.g. emergency repairs).

All Applicants are encouraged to submit their applications well before March 31st so that staff can provide feedback and so that the grant, if approved, can be included in the Municipality's annual budget. Applications received after the annual budget is approved may be turned down due to lack of funds”.

MOTION CARRIED #17-008

6. **BUSINESS ISSUES**

6.1 UNSM Conference and Annual Meeting Report

Councillor Jackson gave a presentation regarding the topics and presentations of the 111th UNSM Conference held November 29, 2016 in Halifax.

6.2 Grant Request

Information regarding grant requests was included as part of the meeting material.

IT WAS MOVED by Councillor Rector, seconded by Deputy Warden Fletcher to approved \$2,000 for the Oxford Area Skating Club Canskate and Starskate programs. Funds to come from District 7 Local Grant Fund.

MOTION CARRIED #17- 009

IT WAS MOVED by Councillor Palmer seconded by Deputy Warden Fletcher to allow the Wentworth c@psite to change the use of the grant provided in June to allow them to apply the \$528 to the cost incurred from moving the site.

MOTION CARRIED #17-010

6.3 Tax Collection Memo

The Tax Collection Report for December, 2016 was included in the meeting material.

6.4 Outline of N.S. Dept. of Agriculture Funding Programs

The Community Economic Development Coordinator has provided an outline of four funding programs for agriculture related businesses. All funding is non-repayable. Letter of intent to apply for funding is due January 27th, 2017.

6.5 Cumberland Public Libraries (CPL) Report

The CPL report for the month of January, 2017 was included for the review of Council.

6.6 Joggins Improvement Committee request for assistance

A letter from the Joggins Improvement Committee was included in your package. Council requests the Director of Engineering and Operations investigate the possibility of the Municipality installing a heat pump in the Log Building in Joggins and bring back an analysis of the costs etc. for Council in the very near future.

6.7 Canada 150 Community Leader

IT WAS MOVED by Councillor Williams, seconded by Councillor MacLellan to nominate Pam Davis of Rodney and Joyce Young of Springhill as additional Canada 150 Community Leaders.

MOTION CARRIED #17-011

6.8 Council Meeting Time(s)

There was discussion regarding the time of the Council meetings.

IT WAS MOVED by Councillor Porter seconded by Councillor Chase to change the time of the Council meetings to begin at 5:00 p.m.

MOTION CARRIED #17-012

6.9 UNSM Spring Conference and Fall Workshop Topics Request

Councillors are requested by the UNSM to provide 3 topics they would like to see offered by the UNSM at the upcoming conference and workshop.

7. **INFORMATION ITEMS**

7.1 Rural Caucus Minutes

Minutes of the November 30, 2017 Rural Caucus meeting were included in this meeting material.

7.2 Maritime Lumber Bureau 78th AGM

An invitation to the Maritime Lumber Bureau's 78th AGM was included in the meeting material.

7.3 Thank You Letters

Letters thanking Council for grant funds from the Oxford Spook-o-rama, Linden Community Organization, and Advocate District School were included in the meeting material.

8. **ADJOURNMENT**

8.1 The Queen

The meeting was adjourned at 4:18 p.m. The Queen was sung.

Warden Alison Gillis

Municipal Clerk Brenda Moore