

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

Warden Allison Gillis called the July 25, 2018 Council session of the Municipality of the County of Cumberland to Order at 6:15 p.m. The meeting was held in the council chambers of the E.D. Fullerton Municipal Building, Upper Nappan. O'Canada was sung.

1.2 Roll Call

Communications Officer/Executive Assistant to the CAO, Shelley Hoeg, called the roll with the following Councillors present: Councillor Porter, Councillor Chase, Deputy Warden van Vulpen, Warden Gillis, Councillor Welton, Councillor Palmer, Councillor Rector, Councillor Gilbert, Councillor McLellan, Councillor Fletcher, Councillor Williams, Councillor Jackson and Councillor Rafuse.

Staff present: Rennie Bugley, CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, director of Engineering and Public Works; Allie McCormick, Manager of Organizational Development and Innovation.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES**2.1 The agenda was approved with the following additions and deletions:**

Additions: 3.1 Pugwash Wellfield - Land Acquisition
 6.22 East Cumberland Lodge Board Citizen Appointments
 6.23 Miners Hall, Lower Level, RFP Results

Deletions: None

2.2 Approval of Minutes of June 20, 2018 Council meeting.

IT WAS MOVED by Councillor Fletcher, seconded by Councillor Jackson, to approve the minutes of the June 20, 2018 Council meeting.

MOTION CARRIED #18-120

2.3 Action List from the June 20, 2018 Council meeting and On-Going Action List

The Action Lists were reviewed and Council was brought up to date on the status of the items.

Councillor Gilbert requested to waive the \$100 variance fee of our Land Use Bylaw until such time as issues with setbacks on the MPS/LUB are resolved.

IT WAS MOVED by Deputy Warden van Vulpen, seconded by Councillor Gilbert to give Notice of Intent to consider the amendment of the Fees Policy at the September 5, 2018 Council session. Such amendment to be removal of the fees for variances from the Fees Policy.

MOTION CARRIED #18-121

IT WAS MOVED by Councillor Gilbert, seconded by Deputy Warden van Vulpen to approve a motion to refund any variance fees paid since the adoption of the amended MPS/LUB.

MOTION CARRIED #18-122

2.4 Delegations, Presentations, Petitions**(i) Parrsboro Playground Committee – Matt Brewer**

Matthew Brewer, Chairman of the newly formed Playground Committee in the Community of Parrsboro, was in attendance to provide the presentation to Council. Mr. Brewer advised that the Committee has approximately 400 members and 41 members of a fundraising sub-committee. The Committee is looking for leadership, structure, property and funding to create a fully inclusive community playground and green space.

Warden Gillis thanked Mr. Brewer for his presentation and advised of the process for a grant request.

(ii) N.S. Department of Lands and Forestry – Bear Issues/Safety Tips

Suzanne Adshead, Wildlife Technician was on hand to provide information to Council regarding the issues of bear/human interaction.

- (iii) N.S. Environment – Developing Coastal Protection Legislation
John Sohmers of N.S. Environment was on hand to provide a presentation regarding Coastal Protection Legislation.

Mr. Sohmers advised Council that feedback is encouraged from Council and the general public.

2.5 Public Hearings

Property Assessed Clean Energy Program (PACE) Bylaw

The Property Assessed Clean Energy Program (PACE) bylaw received first Reading on June 20, 2018.

Warden Gillis called the Public Hearing to Order at 7:39 p.m. and then asked staff to present information regarding the bylaw.

Mr. Bugley, CAO, advised that this Bylaw was a recommendation of the Cumberland Energy Authority and that the purpose of the Bylaw is to enable financing of energy efficiency upgrades to qualifying residential properties within the Municipality.

There were no written submissions and no comments from the public.

The Warden then asked for questions from Councillors.

Warden Gillis closed the Public Hearing at 7:48 p.m.

IT WAS MOVED by Councillor Fletcher, seconded by Councillor Porter to approve the Property Assessed Clean Energy Program (PACE) Bylaw which is as such:

Municipality of Cumberland By-Law XX-XX

The Property Assessed Clean Energy By-Law

TITLE

1. This Bylaw shall be known as “The Property Assessed Clean Energy Program” Bylaw.

PURPOSE

2. The purpose of this Bylaw is to enable financing of energy efficiency upgrades to qualifying residential properties within the Municipality.

DEFINITIONS

3. In this Bylaw:
 - (a) “Chief Administrative Officer” means the Chief Administrative Officer of the Municipality;
 - (b) “Director of Finance” means the Director of Finance of the Municipality;
 - (c) “Energy Efficiency Upgrade” means an installation that is permanently affixed to the property and which
 - i. Will result in improved energy efficiency and substantially reduced energy use;
 - ii. Meets or exceeds applicable energy efficiency standards established or approved by the Municipality; and
 - iii. Involves central ducted or ductless heat pumps or solar panels meeting specifications or having ENERGY STAR[®] certification, air sealing, insulating,

ENERGY STAR[®] windows and doors, or such other energy efficiency upgrades as are approved and agreed in writing by the Municipality.

- (d) "Municipality" means the Municipality of the County of Cumberland;
- (e) "PACE Customer Agreement" means the written, signed Property Assessed Clean Energy Efficiency Program Customer Agreement between the owner of a qualifying property and the Municipality for financing of an Energy Efficiency Upgrade to the property.
- (f) "PACE Charge" means the Property Assessed Clean Energy improvement tax levied on the property pursuant to s.81A of the Municipal Government Act.
- (g) "PACE Program" means the program established by the Municipality under which owners of Qualifying Properties may apply for and obtain financing for Energy Efficiency Upgrades.
- (h) "Qualifying Property" means an owner-occupied residential property located within the Municipality but does not include multi-unit residential or non-profit owned buildings and does not include business or industrial premises.

APPLICATION AND APPROVAL

- 4. An owner of a Qualifying Property within the Municipality who is not otherwise in default of any municipal taxes, rates or charges, may apply for Municipal financing of Energy Efficient Upgrades to the property.
- 5. Financing shall be subject to Municipal approval and execution of a PACE Customer Agreement with the owner of the Qualifying Property.

PAYMENT OF CHARGE

- 6. The PACE charge shall become payable in full on completion of installation of the Energy Efficiency Upgrade in accordance with the PACE Customer Agreement.
- 7. The Director of Finance shall maintain a separate account of all monies due for PACE charges levied pursuant to this By-law, identifying:
 - a) The names of the property owners and assessment, PID and civic address information of the subject property;
 - b) The amount of the PACE charge levied on the property;
 - c) The amount paid on the PACE charge.

LIEN

- 8. On completion of an Energy Efficiency Upgrade pursuant to a PACE Customer Agreement, the PACE Charge shall be levied against the property.
- 9. A PACE Charge imposed pursuant to this Bylaw constitutes a first lien on the subject property and has the same effect as rates and taxes under the Assessment Act.
- 10. A PACE Charge pursuant to this Bylaw is collectable in the same manner as rates and taxes under the Assessment Act and, at the option of the Director of Finance, is collectable at the same time and by the same proceedings as taxes.
- 11. The lien provided for in this Bylaw shall become effective on the date on which the Chief Administrative Officer files with the Director of Finance a certificate that the agreed improvement has been completed.
- 12. The lien provided for in this Bylaw shall remain in effect until the total charge, plus interest, has been paid in full.

INTEREST

- 13. Interest will be charged on PACE Charges at a rate of Municipal cost of borrowing plus 1% per annum.
- 14. Interest shall accrue on any PACE Charge or portion thereof which remain outstanding from the date of billing.
- 15. Interest is payable annually on the entire amount outstanding and unpaid, whether or not the owner has elected to pay by installments.

INSTALLMENT PAYMENTS

- 16. The owner of a Qualified Property may elect to pay the PACE Charge by equal installment payments over a period or not more than 10 years, as set out in the PACE Customer Agreement.
- 17. In the event of default of any installment payment under the PACE Customer Agreement, the entire outstanding balance shall be immediately due and payable.

18.

EFFECTIVE DATE

- 1. This By-Law shall come into effect on the day of publication.

<u>Clerk’s Annotation For Official By-Law Book</u>	
Date of first reading:	_____
Date of advertisement of Notice of Intent to Consider:	_____
Date of second reading:	_____
*Date of advertisement of Passage of By-Law:	_____
Date of mailing to Minister a certified copy of By-Law:	
I certify that this Local Improvement By-Law was adopted by Council and published as indicated above.	
_____	_____
Municipal Clerk	Date
*Effective Date of the By-Law unless otherwise specified in the text of the By-Law	

MOTION CARRIED #18-123

3. STRATEGIC PRIORITIES ISSUES

3.1 Pugwash Wellfield Property Acquisition

IT WAS MOVED by Councillor Chase, seconded by Councillor Rector to approve the purchase of properties within the Pugwash Source Water Protection area identified as Parcel 4 (25148768), Parcel 3 (25148685) and Parcel 1 (25148727).

MOTION CARRIED #18-124

4. MAJOR ORGANIZATIONAL ISSUES

There were no major organizational issues for today’s meeting.

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

5.1 Sexual Harassment Policy

It was moved by Councillor Fletcher, seconded by Councillor Jackson to give notice of Intent to Consider the Sexual Harassment Policy for approval at the September 5, 2018 Council session.

Sexual Harassment Policy

Purpose

The Municipality of the County of Cumberland seeks to provide a safe, healthy, and rewarding work environment for its employees. Sexual harassment is unacceptable and will not be tolerated within our organization.

The purpose of this Policy is to prevent sexual harassment and to deal quickly and effectively with an incident. Employees who violate this policy may be subject to a wide range of disciplinary measures, including dismissal for cause.

Definitions

In this Policy:

- a) "employee" means full-time, part-time, casual, temporary, and summer students;
- b) "Municipality" means Municipality of the County of Cumberland; and
- c) "sexual harassment", according to the Nova Scotia *Human Rights Act* means:
 - i. vexatious sexual conduct or a course of comment that is known or ought reasonably to be known as unwelcome;
 - ii. a sexual solicitation or advance made to an individual by another individual where the other individual is in a position to confer a benefit on, or deny a benefit to, the individual to whom the solicitation or advance is made, where the individual who makes the solicitation or advance knows or ought reasonably to know that it is unwelcome; or
 - iii. a reprisal or threat of reprisal against an individual for rejecting a sexual solicitation or advance.

Examples of sexual harassment that will not be tolerated include:

- i. sexist jokes causing embarrassment or offence, told or carried out after the joker has been advised that they are embarrassing or offensive, or that are by their nature clearly embarrassing or offensive;
- ii. leering;
- iii. the display of sexually explicit material;
- iv. sexually degrading words used to describe a person;
- v. sexually suggestive or obscene comments;
- vi. unwelcome inquiries or comments about a person's sex life;
- vii. unwelcome sexual flirtations, advances, propositions;
- viii. requests for sexual favours;
- ix. unwanted touching.

Application

This Policy applies to sexual harassment occurring at the workplace, in the course of work, or during any activities which could reasonably be associated with the Municipality (including social events).

Informal Resolution

On occasion, sexual harassment can be dealt with directly and informally through communication with the person engaging in the unwelcome behaviour. Where employees feel comfortable doing so, they should communicate a clear message that the conduct or comments are offensive or unwelcome. However, the Municipality recognizes that there may be circumstances where direct communication is inappropriate. Although informal resolution is encouraged where possible, it is not a prerequisite to making a sexual harassment report under this policy.

Where an employee does not wish to bring the matter directly to the attention of the person engaging in the unwelcome behaviour or where such an approach is attempted and does not produce a satisfactory result, the employee should report the sexual harassment as outlined below.

Making an Internal Sexual Harassment Report

Sexual harassment should be reported as soon as possible after experiencing or witnessing the behaviour. This allows the incident to be addressed in a timely manner.

Employees are encouraged to report any incidents to Human Resources. If Human Resources is the person engaging in the sexual harassment, employees are encouraged to contact the Chief Administrative Officer.

Employees can report sexual harassment verbally or in writing. When reporting verbally, the organization representative receiving the report will document the report in writing.

The report should include the following information:

- (a) name(s) of the person who has allegedly experienced sexual harassment;
- (b) name(s) of the alleged harasser(s);
- (c) names of any witnesses or other persons with relevant information about the incident and contact information (if known);
- (d) details of what happened including date(s), frequency, and location(s) of the incident(s);
- (e) any supporting documents that the person making the report has which are relevant to this matter.

All reports of sexual harassment shall be kept confidential except to the extent necessary to protect employees, to investigate the complaint, to take corrective action or otherwise as required by law.

Investigation

The Municipality will ensure that an investigation appropriate to the circumstances is conducted when a report of sexual harassment is made. Reports of sexual harassment will be investigated in a fair, respectful and timely manner.

Human Resources will conduct the investigation. Depending on the allegations and the people involved, the investigation may be referred to an external investigator, or may be investigated by another municipal representative.

Outcome of Investigation

After the investigation is concluded, both the person making the report and the person alleged to have engaged in sexual harassment will be informed of the findings.

If the Municipality concludes that there has not been a violation of this Policy, there will be no documentation concerning the report placed on the file of person alleged to have engaged in sexual harassment.

If the Municipality concludes that there has been a violation of this Policy, the employee who violated the Policy will be disciplined appropriately.

No Retaliation

Regardless of the outcome of a report made in good faith, the employee making the report as well as anyone providing information during an investigation will be protected from retaliation.

Reports Made in Bad Faith

A report made in bad faith shall constitute grounds for disciplinary action against the person making the report. A bad faith report is a report that is made with a conscious design to mislead or deceive, or with a malicious or fraudulent intent.

External Reporting Options

Employees also have external options to report sexual harassment. An employee may contact the Nova Scotia Human Rights Commission to make a complaint of sexual harassment, or may contact the police if they believe that criminal activity has occurred.

Effective Date

This Policy is effective upon adoption and replaces any previous Sexual Harassment Policies.

MOTION CARRIED #18-125

5.2 Safety Lights Policy

It was moved by Councillor Gilbert seconded by Councillor Williams to give notice of Intent to Consider the Safety Lights Policy for approval at the September 5, 2018 Council session.

Municipality of Cumberland Policy 18-XX

Policy Respecting Safety Lights

General

1. This Policy is entitled the "Policy Respecting Safety Lights."
2. The purpose of this Policy is to establish a procedure to be followed by the Municipality of the County of Cumberland when determining whether to install a safety light at a particular location.
3. In this Policy:
 - a. "Municipal Engineer" means the Municipal Engineer for the Municipality of the County of Cumberland;
 - b. "EMC" means the Emergency Measures Coordinator for the Municipality of the County of Cumberland;
 - c. "emergency responders" means individuals and organizations with emergency response and/or public safety responsibilities in the area under consideration, and includes the Royal Canadian Mounted Police, Municipal Fire Services, Emergency Health Services, the Nova Scotia Department of Natural Resources and the Nova Scotia Department of Transportation and Infrastructure Renewal;
 - d. "Municipality" means the Municipality of the County of Cumberland; and
 - e. "safety light" means a streetlight that is provided and paid for by the Municipality for the purpose of protecting public safety in dangerous and inadequately lit areas but does not include a streetlight which is part of the user-pay streetlight system pursuant to the Streetlight Policy.

Emergency Measures Coordinator (EMC)

4. The EMC shall maintain an inventory of safety lights that have been installed.
5. The EMC shall evaluate each municipal district as time permits and shall periodically consult emergency responders and any other person with relevant knowledge, on an individual basis, to identify locations of concern and the particular problem at each location.
6. A member of the general public may submit a written request for a new safety light or change in location of a safety light to the EMC.
7. A Councillor may submit a written request to the Municipal Engineer for a new safety light or change in location of a safety light. This request will then be provided to the EMC for review.
8. Where the EMC receives a request for a safety light, the EMC shall evaluate the suggested location as soon as reasonably practical and shall consult emergency responders and any other person with relevant knowledge as part of such evaluation.
9. When carrying out an evaluation pursuant to sections 5 or 8, the EMC shall consider:
 - a. road speed;
 - b. traffic levels;
 - c. existing lighting;
 - d. pedestrian levels;
 - e. road and intersection characteristics;
 - f. bridges and other infrastructure;
 - g. accident history;
 - h. local environmental conditions; and
 - i. any other factors the EMC considers relevant.
10. Where after an evaluation pursuant to sections 5 or 8, it is the opinion of the EMC that a new safety light should be installed, or an existing safety light should be relocated or removed, the results of the evaluation shall be reported to the Municipal Engineer with a recommendation.
11. The Municipal Engineer shall consider reports and recommendations made by the EMC, and subject to budget constraints may approve the installation and maintenance, relocation or removal of safety lights as they deem appropriate.

Effective Date

12. This Policy is effective upon adoption and replaces any previous Safety Lights Policies.

<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 RESPECTING SAFETY LIGHTS was adopted by Council as indicated above.	
Municipal Clerk	Date

5.3 Streetlight Policy

It was moved by Councillor Fletcher seconded by Councillor Palmer, to give notice of Intent to Consider the Streetlight Policy for approval at the September 5, 2018 Council session.

Municipality of Cumberland Policy 18-XX

Streetlight Policy

General

1. This Policy is entitled "Streetlight Policy."
2. The purpose of this Policy is to encourage a responsible attitude with regard to street lighting, to allow flexibility and individual system design, and to regulate the payment of the streetlight system by recovering a cost through a "user pay" system whereby streetlight strings are paid for by the people who own property within the boundaries of the string.
3. This Policy does not include safety light standards. (see Safety Light Policy 18-XX)
4. In this Policy, unless the context otherwise requires
 - a. "absolute majority" means an agreement among two thirds of all property owners with one vote per property which fronts the area to be modified, added to or removed from the streetlight string, or which fronts on the proposed new streetlight string.
 - b. "Council" means the Council of the Municipality of the County of Cumberland;
 - c. "Municipality" means the Municipality of the County of Cumberland;
 - d. "property" or "assessed property" means a taxable assessed property, and includes vacant land, land used for agricultural purposes, land used for forestry purposes, small remnant parcels of land and land with small frontages;
 - e. "streetlight string" means a Municipal lighting system comprised of at least two (2) lights within 300 meters of each other.
 - f. "Street light system" means the entire lighting system.

Streetlight System Design

5. See LED Streetlight Standards.
6. Where streetlights are separated by greater than 300 meters, they shall be treated as belonging to separate streetlight strings,

Payment of Streetlight System

7. The overall cost of the streetlight system is a uniform rate for any power, maintenance or replacement for all serviced properties.
8. Pursuant to the "user pay" system, the cost of each streetlight string shall be recovered from property owners in the area served by the system, according to the following principles:
 - a. each property served by a streetlight string shall pay an equal portion of the cost of the streetlight system.
 - b. Each property within 30 meters of both ends of the string system will be billed a uniform rate.
9. A property owner who owns more than one assessed property served by the same streetlight string shall make separate payments for each assessed property.

10. Where a single lot possesses frontage on more than one streetlight string, the property owner(s) shall be billed for only one streetlight string.

Additions, Modifications or Removal of Streetlight Strings

11. The Municipality will consider requests, in the form of applications, for new streetlight strings, modifications to an existing streetlight string including the lengthening or shortening of an existing string at the ends, or removal of an existing streetlight string.
12. The Municipality may assist an interested party with the preparation of an application.
13. The Municipality shall obtain estimates of the cost of implementing the changes or adding new lighting, as well as estimates of the relevant operating costs, and shall provide such information to the interested parties.
14. Municipal staff may assist with the preparation of mapping which shows all changes or new lighting.
15. The number, type, wattage and spacing of existing streetlight strings shall be maintained to the extent that it is reasonably feasible to do. The Municipal Engineer may authorize minor changes if such changes would not greatly affect the cost of a system, or if necessary because of changes in roads or pole locations. Where in the opinion of the Municipal Engineer, a proposed change would significantly affect residents or increase the cost of the system, the Municipal Engineer shall refer the proposed change to Council and may make a recommendation on the matter. Council may approve a proposed change when it is of the opinion that it would be equitable to do so, or when it is in the best interest of the residents.

<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.	
Municipal Clerk	Date

MOTION CARRIED #18-127

- 5.4 Work Clothing Policy
It was moved by Councillor Fletcher, seconded by Councillor Gilbert to give notice of Intent to Consider the Work Clothing Policy for approval at the September 5, 2018 Council session.

Municipality of Cumberland Policy 18-XX

Work Clothing Policy

1. Purpose

The Work Clothing Policy (the Policy) is intended to set out the conditions for which the Municipality of the County of Cumberland will provide appropriate work clothing to an employee in a fair and consistent manner, and to set out associated responsibilities and procedures.

2. **Definitions**

In this policy:

- a) “CAO” means Chief Administrative Officer;
- b) “employee” means full-time, part-time, causal, temporary, and summer students;
- c) “identification” means the Municipality of the County of Cumberland’s logo as identified in the Municipality’s Regional Marketing Strategy, and may also include position title;
- d) “Municipality” means the Municipality of the County of Cumberland;
- e) “supervisor” means the person to whom any employee directly reports, and where applicable, includes Directors and the CAO; and
- f) “work clothing” means clothing assigned in Schedule A that is worn while performing the duties of one’s job.

3. **Scope**

This Policy applies to all employees of the Municipality. Only positions identified in Schedule A shall be provided with work clothing by the Municipality. Schedule A can be amended at any time by directive from the CAO.

4. **Eligibility**

The Municipality will supply work clothing to employees if they meet one or more of the following conditions:

- a. ensure employees are readily identifiable and visible when exercising the authority of the Municipality in order to enhance compliance from the public and facilitate interaction with other agencies;
- b. prevent significant wear and tear to personal clothing due to work conditions; and
- c. protect against contamination or adverse weather conditions.

The Municipality does not provide clothing or a clothing allowance for ordinary day-to-day work activities under benign conditions

In order to avoid potential abuse and possible perception of undue benefit, all work clothing provided shall remain the property of the Municipality at all times.

5. **Procurement**

All work clothing purchases must follow the procurement process as outlined in the Municipality’s *Work Clothing Procurement Procedure*.

6. **Responsibilities**

Employees should wear attire that presents a professional appearance appropriate to their duties. Employees are discouraged from wearing work clothing outside of their work duties. If an employee must wear work clothing that identifies them as a municipal employee when not working, the employee is expected to conduct themselves in a manner that reflects well on the Municipality.

Employees assigned work clothing in Schedule A shall:

- a) wear this work clothing while performing their duties;

- b) be responsible for the care and cleaning of work clothing issued to them, unless other arrangements are made;
- c) return municipally issued work clothing to their supervisor when a replacement is required or requested; and
- d) follow the procurement process to ensure consistency and compliance.

Supervisors shall:

- a) ensure that employees under their supervision are provided with the appropriate work clothing, as identified in Schedule A;
- b) make reasonable efforts to ensure the work clothing they approve is suitable and appropriate;
- c) review work clothing purchase reports from procurement personnel for employees under their supervision;
- d) follow the procurement process to ensure consistency and compliance.

7. Effective Date

This Policy is effective upon adoption and replaces any previous Work Clothing Policies.

MOTION CARRIED #18-128

5.5 Flag Policy

Staff had been requested to bring further information to Council regarding Flag Policies in other Units and that information was provided. Council provided feedback to staff to incorporate into a draft policy to be brought to a Council meeting in September.

IT WAS MOVED by Councillor Jackson, seconded by Councillor Chase for staff to provide a draft policy at the September 5, 2018 Council meeting that follows the provisions of the Regions of Queens Municipality.

MOTION CARRIED #18-129

6. **BUSINESS ISSUES**

6.1 Grant Application – Amherst Golf Club

CAO, Rennie Bugley, advised Council that the Christie Foundation approached the Municipality advising they can provide grants to two types of foundations. The Christie Foundation is requesting for the Municipality to receive funds from the Charitable Foundation and then provide those funds to the Amherst Golf Club in the amount of \$15,000. We would simply be a conduit for the funds.

IT WAS MOVED by Councillor Fletcher, seconded by Councillor Porter, that the Municipality, conditional on receiving \$15,000 from the Christie Foundation, provide a \$15,000 grant to the Amherst Golf Club.

MOTION CARRIED #18-130

6.2 Cumberland Public Libraries June 2018 Report

The Cumberland Public Libraries provided their monthly report for the review of Council.

6.3 Cumberland Business Connector – Annual Report

The Annual Report of the Cumberland Business Connector was provided to Council.

6.4 Cape D'Or Replica Lighthouse

Staff were requested to investigate the structural integrity of the replica Lighthouse and also any future use that we may have.

There was a recommendation that the replica lighthouse be offered to the public and if no one steps forward to we would then allow the local fire department to use it for fire training purposes.

6.5 Update on Cannabis Work – NSF

An update was provided for the review of Council.

6.6 Curbside Collection Update

Staff provided a memo to Council regarding curbside collection and the impact of bears. Councillor Gilbert felt the report was well done. Deputy Warden van Vulpen would like to see the weekly collection of compost, during the summer months, looked at again. Councillor Fletcher suggested an area rate for areas that receive the extra collection.

Staff were directed to investigate options regarding costing of a weekly compost pick up.

6.7 Cumberland YMCA AGM Update

Information was provided to Council regarding the AGM of the Cumberland YMCA.

6.8 Project Facilitators Report

Council was provided with Taylor Redmond's monthly report.

6.9 Demolition Report

The Dangerous and Unsightly Administrator provided a written update on activities to date.

6.10 Canine Control/Bylaw Officer Report

Council reviewed the report of our Canine Control/Bylaw Officer Report

6.11 Code of Conduct Update

An update on the above mentioned session was provided by the CAO.

6.12 CAO/CEO Forum Report

CAO, Rennie Bugley, provided a report to Council regarding the CAO/CEO Forum that he and the Warden attended.

6.13 The Sunset Community Board Minutes

Board minutes of January, March and May, 2018 of the Sunset Community Board, were provided for Council's information.

6.14 Request for Tax Exemption

Canadian Youth Hostels had requested a full tax exemption for their hostel and lodge in Wentworth, which was denied as it was felt they did not meet the criteria for the full exemption.

The group has requested their application be revisited based on the number of other services they provide to the community. A memo from the Director of Finance is included in your package.

The Director of Finance advised that upon receiving further information on services provided by the Hostel that a review of the decision is in order.

IT WAS MOVED by Councillor Jackson, moved by Councillor Welton to give notice to amend the Tax Exemption Policy to include the Wentworth Hostel at the September 5th, 2018 meeting.

MOTION CARRIED #18-131

6.15 Audit Committee Report for June 13 and July 18, 2018

Council was provided with a report from the June 13th and July 18th, Audit Committee meetings.

It is hoped to have the Audited Financial Statements at the September 5, 2018 meeting.

6.16 NSCC Foundation Grant

As part of the Budget deliberation process, Council approved the inclusion of \$20,000 in this year's budget as a grant towards their Foundation fundraising program to provide

financial assistance and bursaries to students, and the payment of this amount each year for the next four years was also approved in principle (total \$100,000).

IT WAS MOVED by Councillor Williams, seconded by Deputy Warden van Vulpen to authorize staff to process the 2018/2019 grant payment to NSCC in the amount of \$20,000.

MOTION CARRIED #18-132

IT WAS MOVED by Councillor Fletcher, seconded by Councillor Welton to commit to funding of \$20,000 yearly, for the next 4 years beyond 2018/2019, subject to a report from the foundation each year detailing the funding provided to NSCC students from Cumberland County or attending one of the NSCC campuses in Cumberland.

MOTION CARRIED #18-133

6.17 Grant Requests

Wild Blueberry Harvest Cooperative, Wild Blueberry Harvest Festival

The sole purpose of the Wild Blueberry Harvest Cooperative Limited is to coordinate and promote the Wild Blueberry Harvest Festival in the region (Cumberland and Colchester).

The festival will take place from August 17-September 1 and will involve the coordination and promotion of over 50 wild blueberry themed events in communities throughout Cumberland and Colchester. They also coordinate the "Taste of the Festival" program that encourages local restaurants to serve specialty wild blueberry menu items during the festival. Cumberland communities involved in the festival include Advocate Harbour, Parrsboro, Springhill, Amherst, Pugwash, River Philip, Oxford, Wentworth, Westchester, Wallace and Malagash.

The cost of the festival is \$31,750, they are contributing \$29,750 and asking for \$2000. They have applied for funding from NS Communities, Culture and Heritage (\$7500) and the Municipality of Colchester (\$1000 from their Not-for-Profit Insurance Program and \$1500 in-kind student coordinator assistance) and Town of Truro (\$2000 for a kick-off event associated with the festival). The County has supported the festival for many years.

IT WAS MOVED by Councillor Gilbert, seconded by Councillor Porter to approve a Regional Grant in the amount of \$2,000 for the Wild Blueberry Harvest Festival.

MOTION CARRIED #18-134

Classics by the Bay

The festival provides a 3-day weekend of classical music performed in several venues within the town of Parrsboro. They are requesting assistance to help with attracting musicians and promoting the event throughout the province.

The total cost of the event is \$6140. They are contributing \$4140. Along with ticket sales of \$3000, they are requesting funding from other businesses and agencies that have supported them before (approx. \$1000).

They have \$2191 in cash (not included in budget) with an anticipated surplus of \$740 which would mean almost \$3000 in reserves if we were to grant the full \$2000 requested.

They received \$1000 from the County last year (\$500 from the County and another \$500 to compensate for the amount they used to receive from Town of Parrsboro).

IT WAS MOVED by Councillor Fletcher, seconded by Councillor Chase to approve a grant in the amount of \$1,000 from District 13 funds to Classics by the Bay.

MOTION CARRIED #18-135

The Claus Cause

The Claus Cause is a small volunteer group that formed last year. They are interested in bringing a festive atmosphere to Parrsboro Civic grounds and business district for holiday season and possibly into tourist season. They would like to continue and expand the annual tree lighting in conjunction with the Board of Trade and Parrsboro Band Association.

Last year, they decorated the newly built Bandstand, the Parrsboro Service Centre, Gavin Park, several locations along business district on Main Street and the Parrsboro Lighthouse. The Municipality paid \$500 for supplies last year (not through a grant). All inventory from 2017 has been and will be stored at the former jail in the Service Centre and belong to the Municipality of Cumberland, including any new inventory.

This year, they would like to expand their lighting of Civic Grounds by installing LED uplighting in 8 mature trees and at various locations in business district on Main Street (8 trees). They plan to purchase quality outdoor garlands to be re-used on Main Street for years to come.

The LED uplighting at Civic Grounds will be used year-round as there is presently a power source for each tree.

The maximum they would be eligible for is \$900. Staff does not recommend funding this project, however, it is recommended that they re-apply once they have secured additional funding, partners and have fundraised.

IT WAS MOVED by Councillor Chase, seconded by Councillor Williams to not provide the requested funding from the Clause Cause.

MOTION CARRIED #18-136

Village of Pugwash

The Village of Pugwash is seeking funds to assist with a celebration to commemorate the Village's incorporation on August 1, 1948.

IT WAS MOVED by Councillor Rector, seconded by Councillor Fletcher to provide a \$500 grant from district 4 funds to the Village of Pugwash for their 70th Birthday Celebration.

MOTION CARRIED #18-137

6.18 Joint Council

Warden Gillis asked for consensus on a date and location for the next Joint Council meeting with the Towns of Amherst and Oxford.

Council agreed to hold the meeting on Monday, September 17th, at the Joggins Fossil Centre at 5:30 p.m. Councillor McLellan will contact the Fossil Centre to determine if the facility is available.

6.19 N.S. Border Committee Planting program

The Border Committee has developed a draft document to set out how the Program to plant trees and shrubs on private property along Trunk 2 in Fort Lawrence will be implemented. The rationale for the Program is included in the draft document. The Committee would like to have Council's approval before proceeding.

IT WAS MOVED by Deputy Warden van Vulpen, seconded by Councillor Porter to approve the N.S. Border Committee Planting Program as presented by staff.

MOTION CARRIED #18-138

6.20 Learn 2 Lead Partnership Workshop Series

Staff provided a memo to Council outlining the program and requesting direction regarding the program as the Municipality is funding the bulk of the program and initially the concept was that this would be equitably cost shared and we have been advised that the Town of Amherst unfortunately doesn't have funds for the program this year, but are willing to provide venue's free of charge.

IT WAS MOVED by Councillor Rector, seconded by Councillor Jackson to scale the Learn to Lead program back and work with the Town of Oxford on providing the events.

MOTION CARRIED #18-139

6.21 Quarterly Financial Report

The Director of Finance provided an extensive quarterly financial document for Council's review. At this time, we are within our budget and are not projecting any significant variances.

6.22 East Cumberland Lodge Board Citizen Appointments

IT WAS MOVED by Councillor Welton, seconded by Councillor Palmer that Mrs. Marney Gilroy be ratified for appointment as a community representative on the East Cumberland Lodge Board of Directors, effective September 13th, 2018 to replace outgoing member, David Alderman;

FURTHER, that Gayle Wainright be ratified as a community representative, on the East Cumberland Lodge Board of Directors, effective January 1, 2019 to replace outgoing member Marilyn Horton.

MOTION CARRIED #18-140

6.23 Miners Hall, Lower Level, RFP Results

Staff advised that an RFP was issued requesting proposals from non-profit groups to use the lower level of the Miners Hall in Springhill. Only one response was received.

Maggie's Place Family Resource Centre Association proposed the space be used to hold various programming currently provided at the Community Centre. The lower level space would be ideal for these activities.

Staff are recommending that Council accept the proposal and authorize staff and the CAO to negotiate any necessary details and enter into a one year lease with the Association, with an option to renew, subject to Council's approval.

IT WAS MOVED by Councillor Gilbert, seconded by Councillor Jackson to accept the proposal of Maggie's Place Family Resource Centre Association and authorize staff and the CAO to negotiate any necessary details and enter into a one year lease with the Association, with an option to renew, subject to Council's approval.

MOTION CARRIED #18-141

7. INFORMATION ITEMS

7.1 N.S. Border Committee Meeting Notes

This information was included in Councillors mailboxes for information purposes.

7.2 Thank You's

Provided as information.

8. ADJOURNMENT

8.1 The Queen

The meeting was adjourned at 9:22 p.m. The Queen was sung.

Warden Alison Gillis

Municipal Clerk Brenda Moore