

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

Warden Al Gillis called the July 31, 2019 Council session of the Municipality of the County of Cumberland to Order at 5:00 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

Municipal Clerk, Brenda Moore, called the roll with the following Councillors present: Councillor Paul Porter, Deputy Warden Joe Van Vulpen, Warden Allison Gillis, Councillor Lynne Welton, Councillor Barbara Palmer, Councillor Ernie Gilbert, Councillor Mike McLellan, Councillor Don Fletcher, , Councillor Maryanne Jackson and Councillor Norman Rafuse.

Absent: Councillor Marlon Chase, Councillor Doug Williams, and
Councillor Dan Rector,

Staff present: Rennie Bugley, Chief Administrative Officer; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Engineering and Operations; Stephen Ferguson, Director of Community Development; Michelle Byers, Community Economic Development Coordinator; Jon Eppell, Operations Manager; and Brenda Moore, Municipal Clerk who recorded the meeting.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES**2.1 Approval of Agenda**

The agenda was approved with the following changes and additions:

- 4.1 Budget Process Debrief
- 4.1a Capital Budget
- 4.3 Solid Waste
- 6.6 Grant requests
- 6.7 Correspondence
- 7.2 Local improvement

2.2 Approval of Minutes of July 17, 2019 Council meetings.

IT WAS MOVED by Deputy Warden van Vulpen seconded by Councillor Fletcher to approve the minutes of the July 17, 2019 Council meeting.

MOTION CARRIED

2.3 Action List(s) from July 3, and July 17, 2019 Council meetings.

Council was brought up to date on the items on the Action Lists.

2.4 Delegations, Presentations, Petitions

- (i) NSCC Foundation – Make Way Campaign
Don McCormick, Principal, Cumberland Campus NSCC and Michelle Bussey, Executive Director NSCC Foundation were on hand to express appreciation to Council for supporting the Make Way Campaign.

2.5 Public Hearing

- (i) Property Assessed Clean Energy By-law

Warden Gillis called the Public Hearing to order at 5:17 p.m.

Warden Gillis called for submissions from the gallery or Council. There were none. Warden Gillis then asked the Clerk if there were any written submission. Hearing that there were none, Warden Gillis closed the hearing at 5:18 p.m.

IT WAS MOVED by Councillor Porter seconded by Councillor Gilbert to adopt the Property Assessed Clean Energy By-Law.

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

PURPOSE

2. The purpose of this By-law 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 Municipal Government 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 By-law 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 determined in the PACE Policy

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.

EFFECTIVE DATE

1. This By-Law shall come into effect on the day of publication.
2. Any previous versions of this By-law shall be considered repealed upon the effective date of this version.

MOTION CARRIED

3. STRATEGIC PRIORITIES ISSUES

3.1 Parrsboro Wellfield Source Water Protection

IT WAS MOVED by Councillor Rafuse seconded by Councillor Fletcher to move funding in the amount of \$310,000 allocated to Parrsboro Wellfield from Year 2 of the Capital Investment Plan to Year 1 to allow the project to move forward in a timely manner.

MOTION CARRIED

3.2 Pugwash Waterfront Development Project

Michelle Byers, Community

Development Coordinator provided a verbal update on the Pugwash Waterfront Project to go along with the memo that was included in the meeting materials.

3.3 Economic Development Strategies for Parrsboro and Springhill

IT WAS MOVED by Councillor Jackson seconded by Councillor Palmer to direct staff to issue an RFP inviting qualified service providers to submit a proposal to develop a comprehensive Economic Development Strategy for the community of Springhill and a comprehensive Economic Development Strategy for the community of Parrsboro.

MOTION CARRIED

3.4 Cumberland Region Tourism Development Strategy

(Attached to the minutes as Appendix A)

IT WAS MOVED by Councillor Fletcher seconded by Councillor Palmer to adopt the Tourism Advisory Committee Terms of Reference.

MOTION CARRIED

Council will hold a Nominations Committee meeting in September to nominate 3 Councillors to sit on this committee.

Tourism Marketing Committee Memorandum of Understanding

(Attached to the minutes as Appendix B)

IT WAS MOVED by Councillor Porter seconded by Councillor Welton to approve the Tourism Marketing Committee Memorandum of Understanding.

MOTION CARRIED

3.5 Springhill Minewater Geothermal Business Park Concept Design Project

The Cumberland Energy Authority has awarded the Concept Design RFP to Design Point Engineering & Surveying Ltd. For the concept design for the Springhill Minewater Geothermal Business Park Project.

3.6 Capital Project Tenders

IT WAS MOVED by Councillor Fletcher seconded by Councillor Rafuse to direct the CAO to award the following tenders to the lowest compliant bidders that are within the approved capital budgets

Hawkes Road Water - \$190,000;
 Parrsboro Waterline Replacement - \$155,000; and
 Springhill/Parrsboro Streets Paving - \$450,000

MOTION CARRIED

IT WAS MOVED by Councillor Rafuse seconded by Councillor Palmer to direct the CAO to award the tender for the Parrsboro Paving Project for Eastern Avenue in the amount of \$150,000 to the lowest compliant tenderer.

MOTION CARRIED

IT WAS MOVED by Councillor Jackson seconded by Councillor Gilbert to direct the CAO to award a paving tender for Springhill paving up to \$300,000 to the lowest compliant tenderer in consultation with the two area councillors.

MOTION CARRIED

4. MAJOR ORGANIZATIONAL ISSUES

4.1 Budget Process Debrief

There was a memo circulated in the meeting material of the changes suggested in 2018 and the improvements already initiated in the overall budget process.

4.1a Capital Projects Update

Justin Waugh-Cress reviewed the capital project update included in the meeting material and answered Councillors questions.

4.2 Water Utility Operation / Capital Budgets

IT WAS MOVED by Councillor Jackson seconded by Councillor Rafuse to approve the three-year Operating Budget and the three-year Capital Budget for Parrsboro Water Utility for the Fiscal Years 2019/2020, 2020/2021, and 2021/2022.

	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
Parrsboro Operating Budget	\$ 353,208	\$ 362,694	\$ 373,343
Parrsboro Capital Budget	\$ 680,000	\$ 220,000	\$ 25,000

MOTION CARRIED

IT WAS MOVED by Councillor Jackson seconded by Councillor Rafuse to approve the three-year Operating Budget and the three-year Capital Budget for Springhill Water Utility for the Fiscal Years 2019/2020, 2020/2021, and 2021/2022.

	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
Springhill Operating Budget	\$ 1,441,641	\$ 1,453,122	\$ 1,464,913
Springhill Capital Budget	\$ 1,610,000	\$ 80,000	\$ 50,000

MOTION CARRIED

IT WAS MOVED by Councillor Fletcher seconded by Councillor Palmer to approve the three-year Capital Budget the three-year Operating Budget in the for Pugwash Water Utility for the Fiscal Years 2019/2020, 2020/2021, and 2021/2022.

	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
Pugwash Operating Budget	\$ 189,244	\$ 192,565	\$ 195,95
Pugwash Capital Budget	-	-	-

MOTION CARRIED

4.3 Solid Waste Efficiency Update

The priorities Group has provided an update on the Status of the Solid Waste Efficiency Study. It is anticipated the draft report will be presented to the September 13, 2019 Regional Chairs for their endorsement.

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

5.1 Carbon Surcharge Fund

It was the consensus of Council to defer this item until fall.

6. BUSINESS ISSUES

6.1 Newville Lake Day park

Council had discussion regarding the importance of the continuing operation and use of the Newville Lake Day Park. Staff will meet with the property owner and discuss renewing the lease and seek a solution to the ongoing issues. This will be on the agenda in September.

6.2 Tax Collection Report

A tax collection report was circulated and reviewed by Andrew MacDonald, Director of Finance.

6.3 Remittal Requests

IT WAS MOVED by Councillor Welton seconded by Councillor Fletcher to provide a remittal in the amount of \$1,131.93 for AAN 02949407.

MOTION CARRIED

IT WAS MOVED by Councillor Gilbert seconded by Councillor to provide a 50% remittal in the amount of \$646.29 for AAN 01727605.

Motion died for want of a seconder

IT WAS MOVED by Councillor Fletcher seconded by Deputy Warden van Vulpen to not provide a remittal for AAN 01727605.

MOTION CARRIED

6.4 Supply/Installation of Breathing Air Compressor Tender

IT WAS MOVED by Councillor Jackson seconded by Councillor Gilbert to increase in the 2019/2020 Fire Services Capital Budget by \$1,997.50 and to award Tender T-MCC-1903 Supply and Installation of Breathing Air Compressor for the Springhill Fire Department to Connors Diving in the amount of \$54,995.

MOTION CARRIED

6.5 Parity Demonstration Project Grants

IT WAS MOVED by Councillor Jackson seconded by Councillor Welton to direct staff to complete an application for the FCM Parity Demonstration Project Grants program and if successful implement a program to promote and support gender equality in municipal politics.

MOTION CARRIED

6.6 Grants

IT WAS MOVED by Councillor Rafuse seconded by Councillor Fletcher to award a grant in the amount of \$2,400 to Chignecto Glooscap Snowmobile Association.

Funds to come from Local Grant funds: District 8 \$600.00

District 9 \$600.00

District 10 \$600.00

District 13 \$600.00

MOTION CARRIED

IT WAS MOVED by Deputy Warden van Vulpen seconded by Councillor Porter to award a grant in the amount of to Cumberland Museum Society \$3000 Regional Funds

MOTION CARRIED

IT WAS MOVED by Councillor Jackson seconded by Councillor Gilbert to award a grant in the amount of \$1,000 to 13U AA Springhill Fencebusters

Funds to come from Local Grant funds:

District 8 \$333.34

District 11 \$333.33

District 12 \$333.33

MOTION CARRIED

6.7 Correspondence

Council discussed two items of correspondence from the Parrsboro and Area Board of Trade.

7. INFORMATION ITEMS

7.1 REMO Update

An update from the REMO Coordinator regarding an initiative to collect resident contact information for homes and business at risk from sea level rise and extreme weather flooding was included in your package.

7.2 Local Improvement Charge Pugwash Water

Director of Finance, Andrew MacDonald reviewed the billing process for Pugwash Water as per the Local Improvement By-Law, and the intended method of communicating this to the residents.

7.3 Reports from Councillors

- Cliffs of Fundy Geopark
Warden Gillis spoke on the Reception for the Geopark Evaluators. Councillor Fletcher spoke on the Geopark Evaluators and thanked Councillor Rafuse for the use of his home for meetings during this event.
- Grand Opening of the Pit Pond Trail
Councillor Jackson spoke to the recent grand opening of the Pit Pond Trail in Springhill, the work that has been done and the next phase of the project.
- Climate Change – Pugwash
Deputy Warden van Vulpen reported on the recent Centre for Local Prosperity Youth Leasers in Climate Change held at Thinkers Lodge in Pugwash
- Enemy Aliens
Deputy Warden van Vulpen reported on the recent Enemy Aliens ceremony celebrating the 100th anniversary of the closing of Amherst's WWI internment camp in Amherst.
- RCMP Centre in Dartmouth
Councillor Gilbert spoke to the tour that was given by the RCMP of their facility and resources in Dartmouth.
- Boat Harbour Tour
Warden Gillis, Councillor Palmer and Councillor Welton reported on the tour of Boat Harbour that was offered to Council. The main message was that it is an environmental disaster.
- Gold Mine Tour
Councillor Gilbert reported on his tour of the Touquay Gold Mine. facility in Moose River.

8. ADJOURNMENT

8.1 The Queen

The meeting was adjourned at 7:51 p.m. The Queen was sung.

Warden Allison Gillis

Municipal Clerk Brenda Moore

APPENDIX A

Cumberland Region Tourism Advisory Committee
Terms of Reference**Overview**

The Cumberland Region Tourism Advisory Committee's primary purpose and role is to provide advice to the municipalities of Cumberland, Amherst and Oxford regarding the development of the tourism sector in the Cumberland Region.

Term

The Committee's initial mandate is for a three year term. At the end of the three years, the Committee will review the terms of reference and make recommendations to the three municipalities regarding the Committee's continuing role.

Mandate

The Municipal Councils of Cumberland, Amherst and Oxford have each approved the following mandate for the Committee.

- To provide advice and recommendations to the Municipal Councils of Cumberland, Amherst, and Oxford that will advance the regions progress towards its tourism vision and the implementation of the 2019-2022 Cumberland Region Tourism Development Strategy.
- To act as tourism ambassadors and assist staff in educating, reaching out, and informing other tourism partners and visitors;
- To serve as a stakeholder resource for staff to gain insight and advice from a tourism business perspective;
- To help build positive relationships between the regions municipalities and all tourism stakeholders;
- To enhance communication within the tourism sector;
- To assist in the promotion and communication of the Cumberland region tourism brand.
- To address issues related to tourism "weaknesses" as identified in the 2019-2022 Cumberland Region Tourism Development Strategy;
- To identify emerging tourism conditions/trends/niche markets that will assist in implementation of the strategy.

Committee Composition

The membership of the Tourism Advisory Committee will be as follows:

Voting:

- 3 Council members from the Municipality of Cumberland.
- 2 Council members from the Town of Amherst
- 1 Council member from the Town of Oxford
- 1 representative from the Nova Scotia Indigenous Tourism Enterprise Network (NSITEN)
- 1 member representing Federation Acadienne de la Nouvelle Ecosse (FANE)
- 1 member representing African Nova Scotian Cultural Tourism Network
- 1 representative from Communities in Bloom
- 1 member to represent the registered trails organizations active in Cumberland
- 7 tourism industry representatives

Non-Voting:

- 1 staff member from each municipality
- 1 representative from Tourism Nova Scotia (TNS)

The Municipality of Cumberland will provide a recording secretary. Other staff members from each municipal unit may be asked to attend meetings to assist the Committee as required.

Delegated Authority

The Tourism Advisory Committee is established as an advisory committee to the three Municipal Councils and does not have any delegated authority. The Committee has no authority to direct staff.

Any advice requiring implementation, reports or staff actions must first be considered by each of the municipal Councils.

Committee Member Selection Process

Tourism Advisory Committee members will be selected as follows:

- Municipal Councils will each select their own representatives.
- Staff members will be appointed by the CAO of each municipality.

- Applications for industry representatives will be solicited using radio, newspaper, and municipal websites. Interested citizens will be invited to submit a letter of interest and experience. The staff and Council members appointed to the Committee will review the applications and select 7 industry representatives.
- Nova Scotia Indigenous Tourism Enterprise Network, Federation Acadienne de la Nouvelle Ecosse, African Nova Scotian Cultural Tourism Network, and Tourism Nova Scotia will each be asked to appoint a representative.
- The registered trails societies and associations in the region will be requested to jointly nominate one representative.
- The registered Communities in Bloom societies will be requested to jointly nominate one representative.

Functioning of the Committee

The Committee will elect a Chair and Vice Chair from amongst its voting members.

A quorum consists of a majority of the members of the Committee. Decisions of the Committee will be made by consensus. For the purposes of this Committee, consensus means general agreement, or a decision that all members of the Committee can live with, even if it is not every member's preferred way forward. If a minority of the Committee strongly objects to a decision, reasonable efforts will be made to find an accommodation. If those efforts fail, the dissenting opinions will be briefly noted in the Committee's recommendations.

Sub-Committees

The Tourism Advisory Committee may convene sub-committees with the purpose of implementing specific action items within defined time frames.

Tourism Development Officer

The Tourism Development Officer for the Municipality of Cumberland will be the primary staff resource for the project and will tend to the following:

- Coordination of meetings and workshops.
- Preparation for meetings which will include; creating agendas, conducting research, and gathering information in order to prepare reports for the Committee and for the Councils.
- Preparation of semi-annual reports to the three Municipal Councils.
- Management of documents.
- Communications.
- Arranging for meeting space and all necessary materials.
- Arranging for special presentations and guest speakers.

Budget and Resources Remuneration

Steering committee members serve as volunteers and shall serve without remuneration.

Location of the Meetings

The Committee meetings will normally be held at the Municipality of Cumberland office in Upper Nappan; however, there may be meetings at other locations.

Frequency of Meetings

It is expected the Committee will schedule regular bi-monthly meetings, or meet at the call of the Chair. Meetings will normally be held during normal business hours, however special workshops and meetings may be held on weekends or evenings.

Absenteeism

If a Committee member misses three consecutive meetings without the consent of the Committee, the Committee will advise the person or body responsible for the appointment or nomination of the member, and request that they recommend either the continued representation by that member, or the replacement of the member with another person to be named.

APENDIX B

MEMORANDUM OF UNDERSTANDING (MOU)

Between

THE MUNICIPALITY OF CUMBERLAND

and

THE TOWN OF AMHERST

and

THE TOWN OF OXFORD

(hereafter collectively referred to as “the municipalities”)

WHEREAS this Memorandum of Understanding (MOU) sets the terms and understanding between the Municipality of Cumberland, the Town of Amherst, and the Town of Oxford regarding collaborating on tourism marketing in the Cumberland region;

WHEREAS the municipalities have enjoyed cooperation in developing a strategy of mutual benefit in relation to regional tourism;

WHEREAS the municipalities agree that continued collaboration will position all parties to fulfill the goal of creating a common tourism brand, marketing strategy, and website for the Cumberland region; and

WHEREAS the municipalities agree as follows:

Background

In May 2018, the municipalities struck a joint committee to develop a strategy that will maximize the value of tourism in the Cumberland region. The Committee generally followed the Guide to Community Tourism Planning in Nova Scotia produced by the Economic Planning Group of Canada in collaboration with the Province of Nova Scotia. The Committee completed the Cumberland Region Tourism Development Strategy in May 2019 with the following vision:

the development To be recognized as a four-season tourism destination through facilitating, enhancement, preservation and collective marketing of our natural, historic and cultural assets, leading to an improved economy and quality of life.

To achieve the vision, the Strategy outlines an overarching goal “...to increase the visitor’s length of stay in the region ... to 8.3 days ... [resulting] in an additional \$27 million in revenues entering the local economy.” The Strategy outlines five objectives to achieve the vision and goal, and it includes a detailed action plan. The first step outlined in the action plan is for the municipalities to jointly develop a tourism brand, marketing plan, and website for the Cumberland region.

Purpose and Methodology

The Purpose of this MOU is to achieve destination branding and marketing for the Cumberland region by developing a common brand for tourism, a tourism marketing strategy, and a tourism website for the Cumberland region. The brand, strategy and website are to be developed by a consultant to be contracted by the Municipality of Cumberland.

The selection process for the consultant will be in the form of a Request for Proposals to be developed by the committee established below. The committee will also guide the work of the consultant. Any decisions that would affect the budget for the project, as set out below, must be referred back to the three municipal Councils for approval before the contract with the consultant is amended. The costs of the project will be shared by the municipalities as set out below.

Cumberland Regional Tourism (CRTM) Committee

To achieve the purpose set out above, the municipalities will jointly form the Cumberland Region Tourism Marketing Committee (CRTM Committee). This committee will consist of:

- Three (3) elected officials representing the Municipality of Cumberland, appointed by the Municipality of Cumberland Council;
- Two (2) elected officials representing the Town of Amherst, appointed by the Town of Amherst Council;
- One (1) elected official representing the Town of Oxford, appointed by the Town of Oxford Council;
- One (1) staff person representing the Municipality of Cumberland, appointed by the Municipality of Cumberland CAO;
- One (1) staff person representing the Town of Amherst, appointed by the Town of Amherst CAO; and
- One representative from Tourism Nova Scotia

The activities of the CRTM Committee will include:

- to identify and secure funding to achieve the objective of the Committee;
- to develop and undertake a Request for Proposals process to hire a branding and marketing agency to achieve the purpose of this MOU; and
- to act as a steering committee for the project until the purpose of the MOU is achieved.

The Municipality of Cumberland will act as the project lead and will be the party that enters into a contract with the branding and marketing agency selected. Primary project management functions (i.e.

contact for consultants, processing invoices, confirming deliverables are met, etc.) will be completed by the Municipality of Cumberland’s staff appointee.

Reporting

The CRTM committee will report to the Councils of all three of the municipalities.

Communications

All public communications to be issued related to the work of the CRTM Committee must be approved by the CAO of each of the municipalities, or their designate, prior to release.

Funding

Any expenses incurred by the CRTM Committee related to staff time, travel, telephone, meals, etc. shall be paid by the committee member’s respective municipality.

It is estimated that it will cost \$175 000 to achieve the purpose of this MOU. The table below outlines the cost sharing model for the project. The municipalities’ respective shares are based on population numbers (2016 Census numbers).

	Cost Share	Total Project	Year 1 – 75%	Year 2 – 25%
Municipality of Cumberland	34.73%	\$60 783	\$45 587	\$15 196
Town of Amherst	16.85%	\$29 489	\$22 117	\$7 327
Town of Oxford	2.13%	\$3 728	\$2 796	\$932
ACOA	46.29%	\$81,000	\$60 750	\$20 250
Total	100%	\$175, 000	\$131 250	\$43 705

Duration

The initial term of the MOU shall be from [DATE SIGNED] to March 31, 2021. Thereafter, the MOU can only be extended by a further written agreement between the municipalities.

**Signed Sealed and Delivered
in the presence of:**

) **Municipality of the County of Cumberland:**
) Allison Gillis, Warden
) Rennie Bugley, CAO
) **Town of Amherst**
) David Kogan, Mayor
) Greg Herrett, CAO
) **Town of Oxford**
) Trish Stewart, Mayor
) Rachel Jones, CAO

