

In March of 2020, in response to the Covid 19 Pandemic the Minister of Municipal Affairs and Housing declared that Councils will not meet in person but will instead hold virtual meetings. Under this order Council of the Municipality of the County of Cumberland held the April 1, 2020 Council Meeting via teleconference.

1. CALL TO ORDER

1.1 Call to Order

Warden Gillis called the April 1, 2020 Council session of the Municipality of the County of Cumberland to Order at 6:10 p.m. The meeting was via teleconference.

1.2 Roll Call

Shelley Hoeg, call moderator called the roll with the following Councillors present: Councillor Paul Porter, Councillor Marlon Chase, Councillor Joe van Vulpen, Warden Al Gillis, Councillor Lynne Welton, Councillor Barbara Palmer, Councillor Dan Rector, Deputy Warden Ernie Gilbert, Councillor Mike McLellan, Councillor Don Fletcher, Councillor Doug Williams, Councillor Maryanne Jackson, and Councillor Norman Rafuse.

Staff present: Rennie Bugley, Chief Administrative Officer; Andrew MacDonald, Director of Finance; Stephen Ferguson, Director of Community Development; Justin Waugh-Cress, Director of Engineering and Operations; Shelley Hoeg Communications and Executive Assistant to the CAO; Eric Levy, Manager of Organizational Development and Innovation; Amanda MacLeod, Sustainable Communities and Marketing Officer and Brenda Moore, Municipal Clerk who recorded the meeting.

Media Present: Darrell Cole, Saltwire;
Bill Martin, Six Rivers News;
Maurice Rees, Shoreline Journal

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda

The agenda was approved with the following additions:
6.4 Springhill Service Centre Renovations
6.5 Former CIBC Building Parrsboro

2.2 Ratification of Email Poll regarding agenda items of the March 19, 2020 Council Meeting
IT WAS MOVED by Councillor Fletcher seconded by Councillor Lynne Welton to ratify the summary of votes from March 19, 2020 Council Meeting:

Councillor Votes/Comments collected by email poll March 19 2020 on Council Agenda Items			
Agenda Item	Councillor	Vote	Comments
3.1 TBR Temporary Borrowing Resolution's for the Municipal Finance Corporation (MFC) Action: Direction and approval to issue a resolution for a TBR in the amount of \$1,557,000 to be borrowed through the MFC. 10 YES 0 NO 3 No Response	Paul Porter	Yes	
	Marlon Chase	Yes	
	Joe vanVulpen	Yes	
	Al Gillis		
	Lynne Welton	Yes	
	Barb Palmer	Yes	
	Dan Rector		
	Ernie Gilbert	Yes	
	Mike McLellan		
	Don Fletcher	Yes	
	Doug Williams	Yes	
	Maryanne Jackson	Yes	
	Norm Rafuse	Yes	
3.2 TBR in the amount of \$400,000 for the purpose of acquiring & renovating the former CIBC Building. Action: Direction and approval to issue a resolution for a TBR in the amount of \$400,000 from the MFC in the Spring Debenture 6 YES 4 NO 3 No Response	Paul Porter	No	
	Marlon Chase	Yes	
	Joe vanVulpen	Yes	
	Al Gillis		
	Lynne Welton	No	
	Barb Palmer	Yes	
	Dan Rector	No	
	Ernie Gilbert	No	not at this time
	Mike McLellan		
	Don Fletcher	Yes	
	Doug Williams	Yes	
	Maryanne Jackson		
	Norm Rafuse	Yes	

<p>4.1 Parrsboro WW System Local Improvement Bylaw and Public Sewer By-law . Action: If Council is in agreement approve the above two draft Bylaws for first reading on April 1, 2020.</p> <p>8 yes 4 No Response 1 question without a vote</p>	Paul Porter	Yes	
	Marlon Chase	Yes	
	Joe vanVulpen	Yes	
	Al Gillis		
	Lynne Welton	I do have a question on this item. Why is the interest on the amortization 5% when it is only 2.98% for the Water systems? I know that they are totally different systems, but a loan is a loan is a loan - so why the difference? I read David Beattie's letter and can appreciate his concern. Could this be amortized over perhaps an additional 5 - 10 years to lighten the burden on individuals, many of whom are seniors on low fixed incomes. I think that perhaps we should leave this item until our next regular meeting - whenever that may be!! - or else have a telephone conference.	
	Barb Palmer	Yes	
	Dan Rector		
	Ernie Gilbert	Yes	with the chance to have questions answered and perhaps changes for second reading
	Mike McLellan		
	Don Fletcher		
Doug Williams	Yes		
Maryanne Jackson	Yes		
Norm Rafuse	yes		
<p>5.1 RFP Award Tender for One Medium Duty Truck, Truck Service Body Staff is recommending award of these RFP's. Action: Direct staff to award the RFP for Supply of one Medium Duty Truck and Truck Service Body 6 YES 1 NO Put on hold 5 No Response 1 question without a vote</p>	Paul Porter	Yes	(only because it was already in the capital budget)
	Marlon Chase	Yes	
	Joe vanVulpen	yes	
	Al Gillis		
	Lynne Welton	Yes	
	Barb Palmer	Purchase price + HST are more than the budgeted amount. Where will the additional funds come from?	
	Dan Rector		
	Ernie Gilbert		
	Mike McLellan		
	Don Fletcher		
Doug Williams	Yes		
Maryanne Jackson	Yes		
Norm Rafuse	No	Put on hold	
<p>5.2 Grant Requests 8 yes 5 No response</p>	Paul Porter	Yes	
	Marlon Chase	Yes	
	Joe vanVulpen	Yes	
	Al Gillis		
	Lynne Welton	I would vote NO to the request from River Hebert School simply because it is very doubtful that it will even be allowed to take place at this time. We could put in a proviso that if it is able to go ahead safely then we can look at it closer to the date. I am not against the grant, just the timing. I would vote YES to the Accessibility Committee provided they get incorporated with Joint Stocks	
	Barb Palmer	Yes	River Hebert District High School — Yes (could hold off to see if schools reopen) Distinguished Persons Selection Team — Yes
	Dan Rector		
	Ernie Gilbert	Yes	
	Mike McLellan		
	Don Fletcher	Yes	Yes On second grant first won't be needed
Doug Williams	Yes		
Maryanne Jackson	Yes		
Norm Rafuse	Yes		
<p>5.3Accessibility Committee Staff are requesting ratification of the volunteers and citizen appointments Action: Direct staff to inform the Citizen Volunteers and Volunteer Appointments to the Accessibility Committee 8 yes 5 No response</p>	Paul Porter	Yes	
	Marlon Chase	Yes	
	Joe vanVulpen	Yes	
	Al Gillis		
	Lynne Welton		
	Barb Palmer	Yes	
	Dan Rector		
	Ernie Gilbert	Yes	
	Mike McLellan		
	Don Fletcher		
Doug Williams	Yes		
Maryanne Jackson	Yes		
Norm Rafuse	Yes		

**Municipality of Cumberland
2020/21 Draft Capital Budget
26-Mar-20**

Springhill Community Main Street Reconstruction (pre-design) Gas Tax	40,000 <u>(40,000)</u> 0
Bunker gear replacement General Revenue Emergency Service Provider Grant	80,000 <u>(20,000)</u> <u>(60,000)</u> 0
Cumberland-Colchester Rural Broadband Gas Tax	802,500 <u>(802,500)</u> 0
Mechanic Street Park Springhill Insurance Other Grants In-Kind (Water Sewer Hooks-ups) Provincial Grant Gas Tax	321,000 <u>(54,000)</u> <u>(6,000)</u> <u>(7,000)</u> <u>(50,000)</u> <u>(204,000)</u> 0
Springhill Geothermal Business Park Detailed Design Gas Tax	211,000 <u>(211,000)</u> 0
Pugwash Multipurpose Centre (final design) Gas Tax ACOA	20,000 <u>(10,000)</u> <u>(10,000)</u> 0
Replace Windows at Springhill Service Centre Provincial Letter of Intent	269,150 <u>(269,150)</u> 0

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SSC 3rd Floor Renovations General Reserves Springhill Reserve(Pre-dissolution Area Rate Reserve Springhill Provincial Letter of Intent	514,088 <u>(189,000)</u> <u>(115,000)</u> <u>(39,460)</u> <u>(170,628)</u> 0
Springhill Storm Sewer Replacement Provincial Letter of Intent Gas tax	370,000 <u>(133,000)</u> <u>(237,000)</u> 0
Aboiteau Boardwalk Replacement, Parrsboro Gas tax	15,000 <u>(15,000)</u> 0
Springhill Waste Water Treatment-Surge/Grit Chamber Provincial Letter of Intent	150,000 <u>(150,000)</u> 0
Springhill Community Centre Solar Installation Gas Tax	795,000 <u>(795,000)</u> 0
Communication Equipment General Revenue Emergency Service Provider Grant	32,000 <u>(8,000)</u> <u>(24,000)</u> 0
Whitehall Road Culverts Replacement, Parrsboro Gas Tax	80,000 <u>(80,000)</u> 0
Wallace WWTP Upgrades (final design) Gas Tax	50,000 <u>(50,000)</u> 0

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**Municipality of Cumberland
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Replace Springhill Water/Wastewater Service Vehicle Area Rate Reserves - Sewer Water Operations	40,000 <u>(20,000)</u> <u>(20,000)</u> 0
Springhill Water Utility-Raw Water Flow Meter and Stream Flow Measurement Gauge (final design) Gas Tax	50,000 <u>(50,000)</u> 0
Springhill Coal Mine Brook Box Culvert Gas Tax	25,000 <u>(25,000)</u> 0
Springhill Service Centre Elevator Upgrade Area Rate Reserves - Springhill	125,000 <u>(125,000)</u> 0
SCBA Replacement General Revenue Emergency Service Provider Grant	60,000 <u>(15,000)</u> <u>(45,000)</u> 0
Springhill Public Works Garage Fuel Pump Replacement Provincial Letter of Intent	21,000 <u>(21,000)</u> 0
Springhill Box Culvert Replacement - Main Street at North Street Gas Tax	25,000 <u>(25,000)</u> 0
Springhill Public Works Garage Geothermal Heat Provincial Letter of Intent	10,000 <u>(10,000)</u> 0

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**Municipality of Cumberland
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Whitehall Road Guardrail Replacement, Parrsboro Gas Tax	15,000 <u>(15,000)</u> 0
Springhill II Salt Storage Area Rate Reserves - Springhill II	15,000 <u>(15,000)</u> 0
Parrsboro Service Building Purchase and Reno's Long Term Debt	200,000 <u>(200,000)</u> 0
Canada Nature Fund-land purchase Other Federal Grants	77,280 <u>(77,280)</u> 0

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No Objections

MOTION CARRIED

IT WAS MOVED by Councillor Lynne Welton and seconded by Councillor Barb Palmer to authorize the CAO to award project aspects of the 2020/2021 Capital Budget if they are within their budgeted amount.

No Objections

MOTION CARRIED

4.2 2020/2021 Operations Budget

Directors and budget managers have completed first drafts of their operating budgets. The CAO and Directors met in the last week of February to review the preliminary budget position. Based on this first draft, we were faced with a budget shortfall of \$1.2 million.

In order to move forward with the budget, we would like to have Council’s input on the following points:

1. Staff to provide recommendations to balance the budget with no increases in residential or commercial tax rates.

All Councillors were in favour of staff making recommendations to balance the budget without a tax rate increase.

2. Include option #3 for capital cost sharing for the Parrsboro Waste-Water Project. This option would see 50% of the long-term debt charges for this project being funded from the general tax rate. The amount to be funded from the general rate for 2020/21 would be \$210,167 (1.37 cents \$/100).

In a preliminary consensus taken of Council it was decided to move forward with Option 3 for the capital cost sharing for the Parrsboro Waste-Water Project. This option would see 50% of the long-term debt charges for this project being funded from the general tax rate.

3. Consider recommendations from the NSFM and AMANS regarding a property tax deferral program when they become available. The NSFM is working with AMANS to develop a program for a provincially led business solution. They are asking municipalities to consider holding off on individual decisions regarding taxes while this work is being done.

All Councillors agreed to postpone making a decision regarding a property tax deferral program until receiving the Nova Scotia Federation of Municipalities and the Association of Municipal Advisors recommendations on a province wide plan.

Public Sewer Bylaw

IT WAS the consensus of Council to defer this item until the next meeting to allow staff to overcome the difficulties surrounding the public participation aspect of public hearings during the Covid 19 situation them back to the next Council meeting for discussion and decision.

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

5.1 Local Improvement By-Law

In a preliminary discussion Council was in agreement that Justin Waugh-Cress will finalize the numbers in the Local Improvement By-Law based on Option 3 for capital cost sharing for the Parrsboro Waste-Water Project. This option would see 50% of the long-term debt charges for this project being funded from the general tax rate. The amount to be funded from the general rate for 2020/21 would be \$210,167 (1.37 cents \$/100). Justin will then bring the Draft Local Improvement By-law back the next council meeting for first reading.

6. BUSINESS ISSUES

6.1 Council Boards/Committees.

Rennie Bugley, CAO informed Council that from a Health and safety perspective he would encourage Councillors to NOT attend any face to face meetings at this time. Councillors were asked to email staff with a list of the committees and boards they are on, and how these boards and committees are conducting business during the pandemic.

6.2 YMCA Funding

IT WAS MOVED by Councillor Chase seconded by Councillor Don Fletcher to approve funding for the YMCA at the same level as the last year for the first quarter of the 2020/2021 fiscal year, a payment of \$26,816 and forward correspondence to the Cumberland YMCA requesting financial projections for the upcoming year.

No Objections

MOTION CARRIED

6.3 Department Updates in Relation to COVID 19

The CAO, Directors, REMO Coordinator, Communications Team and the Human resources department provided updates to Council on actions undertaken by our staff in relation to Business Continuity and Health and safety during COVID 19.

Mike Johnson, REMO Coordinator left the meeting at 7:43

6.4 Award for RFP-MCC-2002-Tourism Brand, Marketing Strategy. and Website

IT WAS MOVED by Councillor Barb Palmer seconded by Councillor Fletcher to award RFP-MCC-2002 Tourism Brand Marketing Strategy and Website to m5 Marketing Communications for \$167,250 + HST.

No Objections

MOTION CARRIED

- 6.5 Springhill Service Centre Renovation tender Award
A tender has been issued for the Springhill Service Centre 3rd Floor renovations closing April 8, 2020.
If within the budgeted amount in the 2020/2021 Capital Budget this tender will be awarded by the CAO by authority of motion of Council in #4.1 of these minutes.
- 6.6 CIBC Building
IT WAS MOVED by Councillor Rafuse seconded by Councillor Maryann Jackson to approve the purchase of the former CIBC Building in Parrsboro.
Councillor Paul Porter Objected
Councillor Lynn Welton Objected
Councillor Dan Rector Objected
Deputy Warden Ernie Gilbert Objected

MOTION CARRIED

7. INFORMATION ITEMS

- 7.1 Final Building Condition Assessment for 4030 Eastern Avenue, Parrsboro, NS
This report has been released to the public and staff have reported to date we have had no feedback.

8. ADJOURNMENT

- 8.1 Adjournment
The meeting was adjourned at 8:07 p.m.

Warden Allison Gillis

Municipal Clerk Brenda Moore