



PUBLIC COUNCIL SESSION

AGENDA PACKAGE

For the meeting of

Date: Wednesday, July 29, 2020

Time: 6:00 p.m.

Place: Zoom Meeting

AGENDA PACKAGE

PUBLIC COUNCIL

Date: July 22, 2020

Time: 6:00 p.m.

TELECONFERENCE

1. **CALL TO ORDER**
 - 1.1 O' Canada
 - 1.2 Roll Call
2. **ADMINISTRATIVE AND PROCEDURAL ISSUES**
 - 2.1 Approval of Agenda
 - 2.2 Approval of the minutes of the July 22, 2020 Council session
3. **STRATEGIC PRIORITIES ISSUES**

There are no strategic priority issues for today's meeting.
4. **MAJOR ORGANIZATIONAL ISSUES**
 - 4.1 Returning Officers Report

A draft Returning Officers Report has been prepared and is included in your package. There are some items in regard to the Municipal Elections that require Council's approval by way of motion.

ACTION: Approve relevant items by way of motion.
 - 4.2 Parrsboro Sewer

Council should have discussions about the process and timelines for the public hearings on the Public Sewers Bylaw and the Local Improvement Bylaw.

Action: Discussions
5. **ORGANIZATIONAL POLICY/BYLAWS ISSUES**

There are no organizational policy/bylaw issues for today's meeting.
6. **BUSINESS ISSUES**
 - 6.1 Grant Request – Pugwash Yacht Club

Council received a presentation at the July 22, 2020 session and have requested this item be placed on this agenda for further discussion.

Action: Discussion and direction to staff.

6.2 Shinimicas Fire Station Update

The Fire Protection Services Coordinator has provided a memo to Council and is requesting discussion and direction on next steps.

Action: Discussion and direction to staff

6.3 Grant Request

Staff have provided a memo outlining a grant request from the Parrsboro Band Association which is requesting funds to assist with the operational costs of "The Hall".

Action: Motion to approve grant request to the Parrsboro Band Association

6.4 Tax Collection Memo for May, 2020

In your package you will find a memo and documentation regarding the Tax Collection Report, Tax Sale Update and Tax Receivables Analysis.

Action: Discussion

6.5 Celebration of Cliffs of Fundy Geopark Designation

The Manager of the Cliffs of Fundy Geopark has invited members of Council and staff to their celebration of the recent designation as a UNESCO Global Geopark. The event takes place August 5th. Staff have included this item on the agenda for Council's approval and to determine who will attend.

Action: Motion to approve attendance and who the attendees will be for the Celebration of the Cliffs of Fundy as a UNESCO Global Geopark.

6.6 Springhill Road Signage

Councillor Jackson has requested this item on the agenda for an update.

Action: Update to council re: Springhill Street Signage

7. **INFORMATION ITEMS**

There are no information items for this meeting.

8. **ADJOURNMENT**

8.1 The Queen

4/11

MUNICIPALITY OF THE COUNTY OF CUMBERLAND
RETURNING OFFICER(S) REPORT

JULY 2020

BACKGROUND

This report has several objectives, including providing Council with an update on the work completed on the October 17, 2020 Municipal Elections, to provide an update to Council on the responsibilities and authorities of Council, the Returning Officer and other Election Personnel, to provide information on specific information, including important dates, e-voting, electoral districts and divisions, polling stations, to provide information to voters and prospective candidates for the 2020 Municipal Elections, and to fulfill Council's legislated responsibilities in Municipal Elections.

This report includes information regarding the appointment of the Returning Officer and Assistant Returning Officers, the Tariff of Fees and Expenses, the Voter's List, the calendar of important dates, Electoral Districts, Divisions and locations of Polling Stations, E-Voting, Election Officials, and the Promotions and Advertising Campaign regarding the Election.

At the time of compiling this Report, the position of the Province is that the Municipal Election will be held in October 2020.

RETURNING OFFICER/ASSISTANT RETURNING OFFICERS

CAO Rennie Bugley has acted as Returning Officer since the October 1997 Municipal Election and there have been elections in 1997, 2000, 2004, 2008, 2012, 2016, a total of 6 Municipal Elections. Assistant Returning Officers Shelley Hoeg and Cathy Coon have experience in Municipal Elections since the 2000 Elections. The Returning Officer also has responsibilities for the Registrar of Voters and the Revising Officer although all 3 Election Officers share these responsibilities.

Council's appointment of the Returning Officer is done via the CAO Employment Agreement so there is no need to reappoint each election. The Returning Officer appoints the Assistant Returning Officers, Deputy Returning Officers, Poll Clerks, Constables (if required), determines the Polling Districts and Divisions, approves the Polling Stations, etc.

In summary, the Returning Officer and Assistant Returning Officers are responsible to ensure that the Municipal Elections are conducted in accordance with the Municipal Elections Act.

TARIFF OF FEES AND EXPENSES

The Tariff of Fees and Expenses sets out the remunerations for the Returning Officer, Assistant Returning Officers, Revising Officers, Deputy Returning Officers (DRO), Poll Clerks (PC), Constables (if required), amounts approved for mileage and meals (receipts are required), election costs and rental of polling stations.

The recommended Tariff of Fees and Expenses is included in this information package. Please note that this needs to be approved by Council by way of motion.

IT IS RECOMMENDED THAT Council approve the Tariff of Fees and Expenses attached to this report.

VOTERS' LIST

Under non pandemic conditions, there are 2 options available to generate the Preliminary Voters' Lists, that of the enumeration method or the use of the Provincial Voters' List. Enumeration is not possible with the pandemic situation.

IT IS RECOMMENDED THAT Council approve the use of the Provincial Voters' List as the Preliminary Voters' List.

Please note that a revision process and period will still be conducted. Also, please note that we will utilize Voter Registration Cards as part of the Revision process. The Voter Registration Card will also include the location of the Polling Station for each voter with the objective of eliminating confusion regarding which Polling Station a person votes at.

SCHEDULE OF IMPORTANT EVENTS

The significant dates regarding the October 17, 2020 Municipal Election are as follows:

<u>Date</u>	<u>Significance of date</u>	<u>Status</u>
Sat, Mar 7	Candidates residency requirement for a period of 6 months preceding Nomination Day (which is Sept 8)	To be determined with Nomination
Sun, Mar 15	Appointment of Returning Officer	Completed
Tues, Mar 31	Polling Divisions set by Returning Officer	Completed
Thurs, April 9	Residency in NS from this date onward for voter Eligibility	Voters List/Voting Issue
Wed, April 15	Approval of method of preparing Preliminary List of Voters	To be approved at the July 22, 2020 Council meeting
Fri, April 17	No Special Elections after this date	Date has past
Sun, May 31	Commence enumeration	Not applicable
Wed, June 10	Complete enumeration	Not applicable
Wed, July 22	Alternative Bylaw approved	To be approved at the July 22, 2020 Council meeting.
Thurs, July 30	Preliminary List of Voters to be completed	Using Provincial List which has been received

Fri, July 31 to Oct 7	Revision of Voters List period	Ongoing
<u>Date</u>	<u>Significance of date</u>	<u>Status</u>
Mon, Aug 17	Establish procedures and forms for alternative voting	Ongoing
Tues, Aug 18	First advertisement calling for Nominations	Ongoing
Fri, Aug 28 to Fri, Sept. 4	Nominations by appointment/packages	Ongoing
Tues, Sept 1	Second and last advertisement calling for Nominations	Ongoing
Tues, Sept 8	NOMINATION DAY	Ongoing
Wed, Sept 9	Candidates may withdraw	Ongoing
Wed, Sept 9 to Oct 9	Period to issue Proxy Papers	Ongoing
Thurs, Sept 10	Date to order ballots	Ongoing
Thurs, Sept 17	Advertisement for Notice of Poll and Advance Poll	Ongoing
Sat, Sept 6 Sun, Sept 27 Mon, Sept 28	Reserved dates for information session with candidates to review election processes	Ongoing
Sat, Oct 3 Sun, Oct 4 Mon, Oct 5 Tues, Oct 6	Reserved dates for DRO and Poll Clerk Training Sessions	Ongoing
Wed, Oct 7	Final list of voters	Ongoing
Fri, Oct 9	Last day to appoint DRO's and PC's	Ongoing
Fri, Oct 9	Last day to issue proxy paper	Ongoing

<u>Date</u>	<u>Significance of date</u>	<u>Status</u>
Sat, Oct 10	1 st Advance Poll for both polling stations and e-voting	
Sun, Oct 11	Advance Poll for e-voting	Ongoing
Tues, Oct 13	2 nd Advance Poll for both polling stations (mandatory) and e-voting	Ongoing
Wed, Oct 14	Last day to issue transfer certificates	Ongoing
Wed, Oct 14	Advance Poll for e-voting	Ongoing
Thurs, Oct 15	Advance Poll for e-voting	Ongoing
Fri, Oct 16	Advance Poll for e-voting	Ongoing
Sat, Oct 17	Election Day	Ongoing
Tues, Oct 20	Official count	Ongoing
Sat, Oct 24	Remove elections signs and file affidavit, Return or delete lists, refunds issued on Deposit	Ongoing
Tues, Oct 27	Last day to apply for recount	Ongoing
Sat, Nov 7	Last day for poll books to be open for inspection	Ongoing
Sat, Nov 7	Last day for voided election application	Ongoing
Wed, Nov 11	Destruction of ballot box contents and election supplies	Ongoing
Sat, Nov 14	Last day for Clerk to call Special Meeting of Council to administer oaths	Ongoing
Wed, Dec 16	Last day to submit Campaign Disclosure Form	Ongoing
Wed, Dec 16	Return Final List of Electors to Elections NS with all revisions	Ongoing

ELECTORAL DISTRICTS/DIVISIONS/POLLING STATIONS

Council's application in support of 8 Districts with the Mayor System is in effect. The Returning Officer has the responsibility and authority to establish polling divisions within the approved Districts and this has been completed in consultation with Planning and GIS staff.

The Polling Stations have been confirmed, excepting one. The number of Polling Stations has been reduced from 2016 due to the anticipated use of e-voting. There will be 22 Polling Stations. There is a list of districts, divisions and locations of polling stations attached to this Report. Again, the Voter Registration Cards will indicate the location of the Polling Stations for each voter. We will also include the community names that will be serviced by each Polling Station when we put out the advertising materials. We will also be posting Electoral District and Division maps that include the specific Polling Stations.

ELECTRONIC VOTING

A ZOOM Meeting has been held with Intellivote to discuss the Agreement for Services. The Alternative Voting Bylaw is scheduled for approval on the July 22, 2020 Council Meeting Agenda. At the same meeting, we will approve the Agreements with Intellivote and then execute the Agreements.

It is anticipated that we will purchase services including purging of the Voters' List, procedures regarding e-voting and information for DRO's and Poll Clerks, trouble shooting service and other election specific services. This information will be made available to all candidates, election officials and the voting public via our Website, Social Media, advertisements and postings in various communities, as appropriate.

PROMOTIONS AND ADVERTISING CAMPAIGN

It is generally accepted that we want to have a high voter turnout, achieve diversity regarding candidates and have elections in all Districts. This will be undertaking an advertising and promotions campaign in an effort to achieve these objectives. We will use a variety of methods to help to achieve these objectives, including our Website, Social Media, a poster campaign, radio, print media and promotional materials provided by Municipal Affairs and the Nova Scotia Federation of Municipalities.

We are optimistic that this campaign, together with the change to the Mayor/Council system, the larger geographic districts and the reduction in the size of Council and e-voting will result in an improved voter turnout and election in Cumberland County.

MUNICIPALITY OF THE COUNTY OF CUMBERLAND TARIFF OF FEES AND EXPENSES MADE PURSUANT TO SECTION 139 OF THE MUNICIPAL ELECTIONS ACT 2020

RETURNING OFFICER

1. For all services in connection with the municipal election and the Provincial CSAP election, an allowance of \$7,500, plus expense allowances.

ASSISTANT RETURNING OFFICER

2. (a) For assisting returning officer, for all services in connection with the municipal election and for acting in the absence of the returning officer, an allowance of \$6,500, plus expense allowances.

REVISING OFFICER

3. All services performed in connection with the revision of names are included in the amounts included for the Returning Officer and Assistant Returning Officers.

DEPUTY RETURNING OFFICERS

4. (a) For all services and expenses in connection with an election, a daily allowance of \$250, plus expense allowances. Standby Deputy Returning Officer(s) - \$90/day
- (b) For attendance at training sessions, an allowance of \$60 (maximum of \$60).

POLL CLERKS

5. (a) For all services and expenses in connection with an election, a daily allowance of \$210, plus expense allowances. Standby Poll Clerks \$65/day
- (b) For the attendance at training sessions, an allowance of \$60 (maximum of \$60).

CONSTABLES

6. For all services at ordinary polls and advance polls the hourly wage of \$25 times the number of hours, plus expense allowances.

EXPENSE ALLOWANCE

7. A returning officer, assistant returning officer, deputy returning officer, poll clerk, and constable are authorized to be reimbursed for expenses
 - (a) For distance actually travelled by private car, the approved municipal rate per kilometer.
 - (b) For lunch, an allowance of \$15; for supper, an allowance of \$20. Receipts are required.

ELECTION COSTS

8. For advertising , postage, courier services, miscellaneous election supplies, ballot boxes, printing of ballots, election signs, poll books, mileage, rental of a polling stations or temporary office, and other incidental outlays necessary in conducting an election, the amount actually and reasonably spent, supported by invoices.

POLLING STATION RENTAL

9. For the use of facilities for advance polls and ordinary polling day \$220 to \$350 for each polling day.
- 10.

TARIFF OF FEES AND EXPENSES

2008 TO 2016

	<u>Election Year</u>			
	<u>2008</u>	<u>2012</u>	<u>2016</u>	<u>2020</u>
<u>Cumberland</u>				
Returning Officer	\$5,000	\$6,000	\$7,500	\$7,500
Assistant Returning Officer	\$2,500	\$4,000	\$6,000	6,500
Assistant Returning Officer	NA	N/A	\$6,000	6,500
Revising Officer	Included	Included	Included	Included
Registrar of Voters	<u>Included</u>	<u>Included</u>	<u>Included</u>	<u>Included</u>
	\$7,500	10,000	\$19,500	\$20,500
<u>Springhill</u>				
Returning Officer	\$7,500	\$9,500	N/A	N/A
Assistant Returning Officer	\$2,000	\$3,000	\$6,000	6,500
Revising Officer	Included	Included	N/A	N/A
Registrar of Voters	<u>Included</u>	<u>Included</u>	<u>N/A</u>	<u>N/A</u>
	\$11,500	12,500	N/A	N/A
<u>Parrsboro</u>				
Returning Officer	\$2,500	\$2,500	N/A	N/A
Assistant Returning Officer	\$ 250	\$ 250	N/A	N/A
Revising Officer	Included	Included	N/A	N/A
Registrar of Voters	<u>Included</u>	<u>Included</u>	<u>N/A</u>	<u>N/A</u>
	\$2,750	\$2,750	N/A	N/A
Total	<u>\$21,750</u>	<u>\$25,250</u>	<u>\$19,500</u>	<u>\$20,500</u>

TARIFF OF FEES AND EXPENSES

2008 TO 2016

	<u>Election Year</u>			
	<u>2008</u>	<u>2012</u>	<u>2016</u>	<u>2020</u>
Deputy Returning Officer	\$200	\$225	\$225	\$250
Standby Returning Officer	N/A	N/A	\$ 75	\$ 90
Poll Clerks	\$175	\$195	\$195	\$210
Standby Poll Clerks	N/A	N/A	\$ 50	\$ 75
Constables	\$18/hr	\$20/hr	\$20/hr	\$25/hr
Training Sessions	\$50	\$55	\$55	\$60
Mileage Rate	40¢/km	43¢/km	43¢/km	44¢/km
Meal Allowance				
Lunch	\$ 15	\$ 15	\$ 15	\$15
Supper	\$ 20	\$ 20	\$ 20	\$20
Polling Station Rental	\$150	\$150	\$200	\$350

RETURNING OFFICERS REPORT

POLLING STATIONS

<u>District/Division</u>	<u>Polling Station</u>
1-1	E.D. Fullerton
1-2	Amherst Golf Club
2-1	Truemanville Fire Hall
2-2	Leicester Fire Hall
2-3	Tidnish Crossroads Community Hall
3-1	Pugwash Village Commission
3-2	Oxford Fire Hall
4-1	Wallace Community Hall
4-2	Malagash Legion
4-3	Wentworth Learning Centre
4-4	Westchester Fire Hall
5-1	Springhill Community Centre
5-2	Springhill Community Centre
6-1	Springhill Community Centre
6-2	Collingwood Community Hall
6-3	Springhill Community Centre
7-1	Southampton Community Hall
7-2	River Hebert Legion
7-3	Nappan United Church
8-1	Advocate Fire Hall
8-2	Sunshine Inn
8-3	Parrsboro Legion

4.011

Project	Total Cost	Amount funded by User	Funded by User	Charge Per Property	Annual Charge per Property	Duration
Pugwash Water Supply	14,795,230.00	1,467,548.00	10%	4.054	461.03	10 years
Maccan Water Main Extension	2,075,742.00	289,218.00	14%	2.332	302.06	10 years
Parrsboro Wastewater Treatment Plant and Extension						
50% General Rate Contribution	12,675,000.00	2,090,000.00	16%	4,941	\$344.52	20 years
75% General Rate Contribution	12,675,000.00	1,045,000.00	8%	2,471	\$172.29	20 years
50% General Rate Contribution plus one-time allocation from Equalization Grant (2,090,000 - 405,541)	12,675,000.00	1,684,459.00	13%	3,982.17	\$277.66	20 years
50% General Rate Contribution plus one-time allocation from Equalization Grant and potential funding from Communities, Culture and Heritage (2,090,000 - 405,451-346,000)	12,675,000.00	1,338,459.00	11%	3,164.21	\$220.53	20 years

MEMORANDUM

6.1

TO: Council
FROM: Michelle Byers
DATE: July 23, 2020
RE: Funding for Pugwash Yacht Club infrastructure project

The purpose of this memo is to provide background information regarding the Pugwash Yacht Club’s infrastructure project (as presented at the July 22, 2020 Council meeting) and to make a staff recommendation regarding possible Municipal funding for this project.

The Pugwash Waterfront Development Master Plan was completed in 2018. We have been working with other levels of government and the community towards implementation of the many components included in that plan. The Pugwash Waterfront Development Master Plan and it’s components have consistently scored well in our Capital Investment Plan process, generally falling well within the top ten projects and normally being very close to the top.

During the development of the Pugwash Waterfront Development Master Plan it was identified by the consultant team that the concept for the inner harbour project was not feasible, primarily based on the required size of a breakwater to make the concept a reality. At that point, it was decided that this component of the Master Plan would have to be re-thought at a later time.

The Pugwash Yacht Club has developed a variation on the inner harbour project components that align with the Master Plan. The Yacht Club intends to undertake a project including dredging, dock expansion, and building a public boat launch and trail. The Master Plan identified the need to move the public boat launch from the middle of the Village (currently located adjacent to Dinghy Beach) to the Yacht Club location. This will reduce the need for boat trailers to be in the centre of town and will remove that type of traffic and vehicles from a pedestrian-heavy area that is near a playground and popular swimming location. The Master Plan also called for a trail to be developed from Durham Street to Page Point (i.e. around the inside of the Pugwash Harbour). This trail development is meant to create a safe walking space for pedestrians by connecting West Pugwash to the Village core. This walking trail also includes connecting the Yacht Club to the Village core with a safe walking trail. This trail development is vital for improving walkability and safety throughout the Village and is especially important for visiting boaters.

Project budget and proposed funding sources for the Pugwash Yacht Club’s infrastructure project is as follows:

Funding Sources for the Pugwash Yacht Club’s infrastructure project			
Total Project Costs	PWYC (10%)	Municipality (23%)	ACOA (67%)
\$ 250,000.00	\$ 25,000.00	\$ 58,000.00	\$ 167,000.00

Project Budget for the Pugwash Yacht Club’s infrastructure project	
Component	Budget
Dredging and replacing soils to building boat launch and trail	\$ 100 000
Armour rock	\$ 50 000
Replacement of boat ramps and fingers	\$ 100 000
TOTAL project budget	\$ 250 000

The Pugwash Yacht Club intends to use the dredged materials to build a public boat launch as well as the walking trail from the Yacht Club to the bridge. These are two significant safety features of the Pugwash Waterfront Master Plan. Originally, the Yacht Club's plan included budget and activities to address sewer design for West Pugwash. Based on feedback from Justin Waugh-Cress, the Director of Operations and Engineering, and in consultation with other staff, the Yacht Club has decided to remove those aspects from their project. Justin has indicated that if and/or when the Municipality is prepared to plan for and install sewer to West Pugwash, we will be able to do so without major impact on the Yacht Club's work completed to date; anything we were to do would be additive and it is possible that we would take a different approach to get sewer services to West Pugwash.

In discussion with Andrew MacDonald, the Director of Finance, staff have identified Municipal funding sources that would be a good fit to fund this project, if Council so chooses. This project has been slated for \$50 000 for each of years two and three (i.e. total of \$100 000) in our five-year Capital Budget to be funded through operating reserves and it would make sense, if Council is in agreement, to just do that now rather than the two next years.

The Pugwash Yacht Club has also requested that Council consider accepting donations for their infrastructure project and that the Municipality provide a charitable tax receipt for these donations.

At the July 22, 2020 meeting there was discussion of diving the Municipality's contribution into two fiscal years, with a significant portion of the funding being committed in the 2021/2022 fiscal year. Based on having money available for this project, it is better to commit the funds

Staff Recommendation:

Staff recommend removing the sewer related costs from the project and providing funding in the amount of \$58 000 to the Pugwash Yacht Club's infrastructure project. Staff also recommend that the Municipality accept donations specifically for the Yacht Club's infrastructure project on behalf of the Yacht Club and provide charitable tax receipts to the donor(s).

MOTION:

If Council agrees, the following motions would be in order:

- 1. To provide \$58 000 to the Pugwash Yacht Club for their infrastructure project with the funding coming from operating reserves.**
- 2. That Council accept donations for the Pugwash Yacht Club infrastructure project and provide charitable tax receipts to all donors.**

6.2

July 26, 2020

Memo to Council Re; Shinimicas Fire Station

Offer was made by landowners surrounding the current site to sell a parcel of land 30x 200 at a cost of \$15,000

This parcel would not be enough for the building footprint Shinimicas hopes to build along with the proper setbacks.

An offer was made by another party to sell 2 acres of land which is located about ½ kilometre towards Pugwash at a cost of \$2500.

This land would have to be migrated approx... \$2000, cleared \$7500, septic bed installed \$15000, surveyors fees approx. \$2000 and driveway, parking area installed approx.... \$20000. There is a well on site.

The trucks have been removed and the building demolished and removed from the site.

The insurance underwriters came back with an estimated cost of \$441,000 for the building which I questioned and sent a note to them explaining my concerns.

The quote for the trucks came back at \$1,135,466

The building contents quote is \$707,377.08

Mike Carter

MEMORANDUM

TO: Staff & Council
FROM: Melanie Prendergast
DATE: July 23, 2020
RE: Grant Request for Council Review

Organization	Project	Request	Staff Recommends
Parrsboro Band Association	The Association is seeking funds to assist with their operational costs of "The Hall" in Parrsboro. Without being able to have their annual fundraisers this year such as concerts and plants sales amongst others that they rely on heavily each year, they are in serious need of financial assistance.	\$3000	\$3000

Uncommitted funds that are left in Regional Funds as of July 23, 2020: \$12,776
 \$16,599 (Current balance) - \$2500 (Fundy Geological Museum in progress) - \$323 (Distinguished Persons Team in progress)-\$1000 (reserved for Cumberland County Museum pending paperwork) = \$12,776 in Regional Funds

Uncommitted funds that are left in District Funds as of July 23, 2020:

District 1	923.00	District 8	923.00
District 2	923.00	District 9	923.00
District 3	923.00	District 10	923.00
District 4	783.00	District 11	depleted, over by \$77
District 5	923.00	District 12	depleted, over by \$77
District 6	923.00	District 13	923.00
District 7	923.00		

MEMORANDUM

TO: Council
FROM: Jennifer Moore
DATE: June 30, 2020
RE: Tax Collection Memo for May 2020

Tax Collection Report

	Outstanding for 2020	Outstanding for 2019
May	24,251,489	24,775,438

Collections are still positive. The 2020 tax levy was issued on May 24, 2020 and is \$489,136 less than the 2019 levy was. Customers began receiving the billing by June 5 and the Due date is scheduled for July 3, 2020. Although this current billing is less, the numbers show that we are still gaining ground with collections.

Although much of the work was done from home with regards to issuing the tax billings the Finance staff really worked together as a team to ensure their accuracy. I would like to thank the whole finance department for making this such a smooth process in light of all the challenges we faced with restrictions from Covid-19.

A review of the Low-Income policy was completed. The new thresholds and exemption values are being received well by residents. These values align the Municipality of Cumberland with exemptions provided by neighboring communities.

A few applications for the "COVID-19 Property Tax Financing Plan Policy." Have been received by Andrew and he is reviewing them for approval.

Interest for the month of May has been deferred by the authority of Council.

As tax season is upon us and to ensure we are able to provide superior customer services many of the finance staff will be working from the building. We have created a schedule to stagger those staff members required to ensure we can provide customer service on an efficient and effective means. Both front end staff are working out of the office in separate spaces. Andrew and Deana are rotating and Kim and Jennifer are rotating in order to limit those staff in the building.

Tax Sale Update

Any current and new Tax Sale files are currently on hold. Staff continues to monitor accounts to see if payment has been made to remove them from tax sale status.

The redemption periods have expired for the November and December tax sales. Tax Deeds have been prepared and are obtaining their final signatures. They will be recorded at the Registry of Deeds as soon as this signature is obtained then customers will be contacted indicating that they are ready.

Municipality of the County of Cumberland
Tax Collection Report
May 31, 2020

	Current Year				Prior Year	
	Current Month		Previous Month		May-19	
	May-20	%	April-20	%	May-19	%
Current	21,849,893	90%	1,031,033	41%	22,338,557	90%
One Year	971,252	4%	644,832	26%	1,140,354	5%
Two Year	612,709	3%	220,658	9%	411,121	2%
Three Years	214,837	1%	161,758	6%	278,614	1%
Four Years & Older	602,798	2%	449,432	18%	606,792	2%
Parrsboro						
Total Outstanding	24,251,489	100%	2,507,712	100%	24,775,438	100%

Difference Between This Month and Last Month 21,743,777

Difference Between This Year and Last Year (523,949)

Difference Between 2019/20 & 2020/21 Tax Levy (489,136)

Collection Rates

Differences between this year and last year - Current taxes

Current Year Taxes Outstanding	<u>21,849,893</u>	98.0%	<u>22,338,557</u>	98.1%
Total Tax Levy	22,290,873		22,780,009	

Total Collection Rate 2.0%

Total Collection Rate 1.9%

Differences between this year and last year - Arrears taxes

Arrears Taxes Outstanding	<u>2,401,596</u>	10.8%	<u>2,436,881</u>	10.7%
Total Tax Levy	22,290,873		22,780,009	

Total Collection Rate 89.2%

Total Collection Rate 89.3%

Differences between this month and last month

Monthly Outstanding	<u>24,251,489</u>	108.8%	<u>2,507,712</u>	11.2%
	22,290,873		22,290,873	

Collection Rate -3.8%

Collection Rate 88.8%

**Municipality of the County of Cumberland
Tax Collection Report
31-May-20**

	<u>31-May-20</u>	<u>31-May-19</u>
Tax Receivable		
Current	21,849,893	22,338,557
Arrears	2,401,596	2,436,881
Total Outstanding	<u>24,251,489</u>	<u>24,775,438</u>
Current Tax Levy	<u>22,290,873</u>	<u>22,780,009</u>
Arrears Balance March 31st	<u>2,722,633</u>	<u>2,877,996</u>
Percent of Current Tax Levy Collected	<u>1.98%</u>	<u>1.94%</u>
Percent of Arrears Collected	<u>12%</u>	<u>15%</u>
Total Outstanding Taxes as % of Levy	<u>109%</u>	<u>109%</u>
Age of Arrears		
One Year	971,252	1,140,354
Two Year	612,709	411,121
Three Years	214,837	278,614
Four Years & Older	602,798	606,792
	<u>2,401,596</u>	<u>2,436,881</u>

Taxes Receivable Analysis

31/05/2020

	# Properties	\$ Outstanding
Current Taxes	24337	21,506,814
2018 Preliminary Tax Sale list	291	900,735
Tax Sale Accounts T1 & T2	83	167,532
2018 Tax Sale Accounts	125	417,838
Adjorned tax sale - min bid accounts	28	197,148
Payment Arrangements	53	173,712
Pre-authorized payment accounts	3	6,289
Inactive and B/O Accounts	41	-2,783
Owner Unknown	51	48,939
NS Farm Loan Board	34	24,812
Municipal Properties	52	218,251
Provincial Properties	13	50,642
Federal Properties	0	0
Title Problems/Issue Accounts	131	479,640
Survey req'd	14	61,918
Total Cumberland Receivables as of May 31, 2020	25256	24,251,489

District	\$ Outstanding	% Outstanding Per district
1	1,999,591.43	8.25%
2	1,312,408.14	5.41%
3	2,642,432.26	10.90%
4	2,530,863.43	10.44%
5	2,914,241.02	12.02%
6	2,177,616.48	8.98%
7	1,756,123.09	7.24%
8	2,071,090.55	8.54%
9	1,207,569.82	4.98%
10	1,525,367.74	6.29%
11	1,541,834.21	6.36%
12	1,277,923.28	5.27%
13	1,297,447.32	5.35%
No District -	3,019.46	-0.01%
As of May 31, 2020	24,251,489.31	100.0%

Shelley Hoeg

6/17

Subject: FW: Invitation

From: Beth Peterkin <manager@fundygeopark.ca>
Date: July 17, 2020 at 3:00:33 PM ADT
To: Al Gillis <agillis@cumberlandcounty.ns.ca>, "pporter@cumberlandcounty.ca" <pporter@cumberlandcounty.ca>, "mchase@cumberlandcounty.ca" <mchase@cumberlandcounty.ca>, Joe vanVulpen <jvanvulpen@cumberlandcounty.ns.ca>, Lynne Welton <lwelton@cumberlandcounty.ns.ca>, Barbara Palmer <bpalmer@cumberlandcounty.ns.ca>, Dan Rector <drector@cumberlandcounty.ns.ca>, Ernie Gilbert <egilbert@cumberlandcounty.ns.ca>, Mike McLellan <mmclellan@cumberlandcounty.ns.ca>, Doug Williams <dwilliams@cumberlandcounty.ns.ca>, Marianne Jackson <mjackson@cumberlandcounty.ns.ca>, Rennie Bugley <rbugley@cumberlandcounty.ns.ca>, Shelley Hoeg <shoeg@cumberlandcounty.ns.ca>, Amanda MacLeod <amacleod@cumberlandcounty.ns.ca>, Don Fletcher <dfletcher@cumberlandcounty.ns.ca>, Norman Rafuse <nrafuse@cumberlandcounty.ns.ca>
Subject: FW: Invitation

Good afternoon Councillors and staff at Cumberland County,

It is with great pleasure that the Cliffs of Fundy Geopark invites you to join us for a Celebration of our recent designation as a UNESCO Global Geopark. We are one of only 5 Geoparks in Canada to receive this designation and feel extremely honoured to be in this select group. The Celebration will be held on August 5 at Five Islands Provincial Park.

All the details of our event are in the attached Invitation, but please feel free to contact me if you require further information. During this COVID time, there are many regulations and standards of which we must be aware. Because of this, we do require RSVPs along with the names of everyone who will be attending. You will be given a confirmation code and will be asked to check in at the gate at Five Islands Provincial Park when you arrive. There will be volunteers on hand to welcome you and provide directions to the location of our event.

We hope you are able to join us on August 5th.

Beth Peterkin
Manager
Cliffs of Fundy Geopark
www.fundygeopark.ca