

September 6, 2019

Honorable Chuck Porter, Minister
Department of Municipal Affairs
14th Floor North, Maritime Centre
1505 Barrington Street
P.O. Box 216
Halifax NS B3J 2M4

Dear Minister Porter:

Please be advised that the Municipality Of The County Of Cumberland is making a formal request for the reallocation of transition funding approved for the Parrsboro dissolution to offset the 2019/2020 Parrsboro sewer rate.

By way of explanation, the actual capital costs of the Parrsboro Wastewater Treatment Plant and Collection System Expansion exceeded budget costs (and funding) by approximately 4.4 M. The Municipality had no choice regarding completion of this project due to the pending expiration of the Canada Wastewater fund and the Federal regulations regarding the timelines to cease the discharge of the untreated wastewater. This underfunding resulted in a tripling of the annual sewer charge.

The Municipality's position is that a reallocation of approved transition funds to reduce the 2019/2020 sewer charge, in the amount required to fund the 2019/2020 debt servicing costs is a very high priority for both Council and the residents of the Parrsboro community.

The requested reallocation of transition funds includes the following:

Consolidation Of Municipal Policies And Bylaws (\$20,000 approved)

Transition funding in the amount of \$20,000 was approved for the purpose of engaging a third party to consolidate the policies and bylaws of the former Town with those of the Municipality. Rather than engaging a third party, the Municipality reassigned responsibilities for policy and bylaw review and consolidation with the objective of building staff capacity within the restructured Municipality. This has been highly successful. We are requesting that this \$20,000 be reallocated to reduce the 2019/2020 sewer charge.



Legal Fees – Transfer Of Ownership/Registration Of Assets (\$5,000 approved)

The Municipality has only incurred approximately \$2,600 for this project. We are requesting that the remaining funds in the amount of \$2,400 be reallocated to the reduction of the 2019/2020 sewer charge.

Development Of A Communication Strategy And Implementation Plan (\$20,000 approved)

The Municipality has focused on building staff capacity rather than engaging outside consultants. This newly developed staff capacity includes internal and external communications, public engagement and consultation, and public relations. These staff have developed a communications strategy and are currently implementing that strategy.

The Municipality is confident that \$15,000 of the total amount approved can be reallocated for the purpose of reducing the 2019/2020 sewer rate.

Records Management (\$15,000 approved)

The Municipality has had a records management system in place for several years preceding dissolution. Record management costs for the Parrsboro records include scanning of documents and some mold remediation.

We are requesting that \$5,000 be reallocated to the sewer charges.

Completion Of An Economic Development Strategy (\$70,000 approved)

The County again realized the need to develop internal capacity to provide leadership in developing County wide community and tourism economic strategies. The Municipality is also a funding partner with the Cumberland Business Connector Economic Development organization.

We are confident that our own staff capacity can contribute to an economic development strategy and complete this project and are requesting that \$20,000 be reallocated to reduce the sewer charge.

Facility Needs Assessment (\$120,000 approved)

To date, the Municipality has completed a report on the merits and interest in a multi-purpose community facility. We are also in the process of having an Engineering Study done on deficiencies and structural issues with the former Parrsboro Town Hall.

As indicated above, the Municipality has developed internal staff capacity for community development and in particular multi-purpose community service facilities. This capacity should permit us to complete the facility needs assessment and to reallocate \$ 40,000 to the reduction of the sewer charge.

Roads Capital Funding (\$825,000 approved)

The Municipality is requesting that \$258,600 of the total amount approved for roads capital be reallocated for the purpose of reducing the 2019/2020 sewer charge. The Municipality is committed to ongoing capital work on the roads in the community of Parrsboro and will use general property tax revenue and gas tax to fund these future projects

In summary, we are requesting reallocating of the following amounts from approved transition funding for the purpose of reducing the 2019/2020 sewer charge.

<u>Transition Funding</u>	<u>Approved Amount</u>	<u>Reallocation Request</u>
1. Consolidation Of Municipal Policies And Bylaws	\$20,000	\$20,000
2. Legal Fees	50,000	2,400
3. Communications Strategy	20,000	15,000
4. Records Management	15,000	5,000
5. Economic Development Strategy	70,000	20,000
6. Facility Needs Assessment	120,000	40,000
7. Roads Capital	825,00	258,600
Total	<u>\$1,075,000</u>	<u>\$361,000</u>

We encourage you to provide a timely response to our request so we can move forward on the sewer charge matter and provide a positive response to the Parrsboro residents and businesses.

Sincerely yours,



Allison Gillis
Warden

p.c. Tory Rushton , Cumberland South
Mark Peck, Municipal Affairs
Jason Haughn, Municipal Affairs
Rennie Bugley, CAO