

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

Warden Hunter called the October 21, 2015 Council session of the Municipality of the County of Cumberland to Order. The meeting was held at the E. D. Fullerton Municipal Building. O'Canada was sung.

1.2 Roll Call

Executive Assistant to the CAO, Shelley Hoeg, called the roll with the following Councillors being present:
Councillor Smith, Councillor Kellegrew, Warden Hunter, Councillor Gillis, Councillor Welton, Councillor Baker, Councillor Rector, Deputy Warden Gilbert, Councillor McLellan, Councillor Fletcher, Councillor Williams and Councillor Jackson.

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

The agenda was approved with the addition(s)/Deletion(s) of:

Addition(s):	3.1	Congratulations to Federal Candidates
	3.2	Parrsboro Dissolution
	7.2	Extended Producer Responsibility
	7.3	Springhill Open House
	7.4	Date of November Meetings

Deletion(s): None

2.2 Approval of Minutes of October 7, 2015

The minutes of October 7, 2015 were approved with the amendment of the amount in motion #15-219 to reflect \$600, and the amount for the Springhill Community Centre's Halloween Party to be \$1,000.

2.3 Business Arising from the October 7, 2015 Council Session

The Business Arising of the September 16, 2015 Council session was discussed.

2.4 Delegations, Presentations, Petitions, Proclamationsi) ***Good Attendance***

Warden Hunter advised of the successful recipients for Good Attendance, which is a Policy in place in the Municipality of the County of Cumberland.

Recipients today were:

John Burbine
Wayne Christie
Richard Hicks
Jack Gilroy
Mike Johnson

2.5 Public Hearings

There were no public hearings for today's meeting.

3. **STRATEGIC PRIORITIES ISSUES**3.1 Congratulations to Federal Candidates

IT WAS MOVED by Deputy Warden Gilbert, seconded by Councillor Fletcher to forward letters thanking all local candidates in the Federal Election and to forward a letter of congratulations to the successful candidate, Mr. Bill Casey.

MOTION CARRIED #15-230

3.2 Parrsboro Dissolution

***Communication Strategy* - IT WAS MOVED by Councillor Kellegrew, seconded by Councillor Fletcher to approve the Communications Strategy for the Parrsboro Dissolution.**

MOTION CARRIED #15-231

***Transition Coordinator* – IT WAS MOVED by Councillor Gillis, seconded by Councillor Welton, to approve John Lefe as the Transition Coordinator.**

MOTION CARRIED #15-232

Transition Committee Representatives – IT WAS MOVED by Deputy Warden Gilbert, seconded by Councillor Rector to approve Warden Hunter and Councillor Fletcher as Council’s representatives on the Transition Committee.

MOTION CARRIED #15-233

Transition Committee Terms of Reference - IT WAS MOVED by Councillor Fletcher, seconded by Councillor Williams to approve the Transition Committee Terms of Reference which are as such:

**Town of Parrsboro / Municipality of the County of Cumberland
TOWN OF PARRSBORO DISSOLUTION TRANSITION COMMITTEE TERMS OF
REFERENCE**

Authority

The Transition Committee has been granted its legal authority to administer the transitional requirements for the dissolution of the Town of Parrsboro via motions of both Councils authorizing them to act on their behalf. Parrsboro passed their motion to that effect on **October ??, 2015**, and Cumberland passed their motion on **October 21, 2015**. Likewise, both councils on the same days approved a joint principles and values document which will guide the Transition Committee in its future decision making.

Purpose

The purpose of the Transition Committee is to facilitate the timely and efficient transfer of the Town of Parrsboro assets and liabilities to the Municipality of Cumberland effective November 1, 2016. Additionally, its purpose is to implement the necessary steps in order to meet the requirements as set forth by the Nova Scotia Utility and Review Board process and preliminary order.

Scope

The scope of the Transition Committee lies within its powers and duties authorized by the Councils of the Town of Parrsboro and the Municipality of the County of Cumberland, as well as those legislated responsibilities outlined in the *Municipal Government Act* and the authority and duties imposed on it by the Nova Scotia Utility and Review Board. This includes all requirements incidental to ensuring a smooth transition effective November 1, 2016, including staffing and policy decisions that may take effect after November 1, 2016, after consultation with Parrsboro and Cumberland councils.

Role of the Transition Committee

The Transition Committee is ultimately responsible for authorizing and approving all actions of the Transition Coordinator and Transition Manager, meeting twice monthly to review and adopt work plans, policy directions, strategies, financial commitments, human resource management, as well as all other items incidental to the effective transition of Parrsboro into Cumberland.

Role of the Transition Coordinator

The Transition Coordinator’s role is to oversee and facilitate the Parrsboro dissolution process in concert with the Transition Committee, while working with required provincial and municipal agencies and bodies in this effort to ensure a timely and responsive final output that is in the best interests of the residents of both Parrsboro and Cumberland. Ultimately, the goal is to seek consensus amongst all parties and bring forward an uncontested application to the NSUARB.

Role of the Transition Manager

The Transition Manager shall carry out the functions and roles as directed by the Transition Coordinator from time to time, and shall act as a staff resource to the Transition Committee. This person shall lead the research and report writing aspect of the Transition Committee’s work to ensure the Committee has the best available information upon which to make a decision.

Membership

Membership on the Transition Committee shall include two elected representatives from the Town of Parrsboro and Municipality of the County of Cumberland, duly appointed by each of these councils, one of which should be the Mayor of Parrsboro and the Warden of Cumberland. Additionally, each council may select one alternate elected member who shall only attend meetings in the absence of the regular member. For the purpose of administrative consistency, the Chief Administrative Officers of both municipalities, and the Municipal Advisor from Municipal Affairs may attend all meetings of the Transition Committee as ex-officio members.

Reporting Relationship

The Transition Coordinator shall report directly to the Minister of Municipal Affairs and indirectly to the Deputy Minister of Municipal Affairs and the Transition Committee.

Duration of Mandate

The mandate of the Transition Committee shall be from **October 26, 2015** to October 31, 2016.

Frequency of Meetings

Meetings of the Transition Committee shall normally be held on the second and fourth Thursday of each month, alternating locations between Cumberland and Parrsboro, with such meetings taking place from 12-3 p.m. Additional meetings may be held, or the above meetings date and times changed, when agreed to by consensus of the Transition Committee.

Quorum Requirements

No decisions may be made at any Transition Committee meeting unless two elected representatives from both Parrsboro and Cumberland are present, along with the Transition Coordinator.

Agenda, Minutes and Resolutions

Minutes and resolutions of the Transition Committee shall be provided to each member of the Transition Committee, within 7 days after the conclusion of such meeting. The Transition Coordinator will endeavour to provide each member of the Transition Committee with the agenda and required supporting documentation at least three days prior to every meeting.

Conflict of Interest

It is expected that all members of the Transition Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Committee and refraining from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any breach of this guideline will require the Transition Coordinator to ask the respective council to remove that member and appoint another member in their stead.

Resources

The Transition Committee shall have access to the resources to undertake the required research it needs in order to make the most appropriate decisions in a timely manner. Requests for resources shall be made quarterly from the Transition Coordinator to the Minister, or on an as needed basis.

Decision Making Process

All decisions of the Transition Committee shall be made by majority vote. Where a majority is not forthcoming, the Transition Coordinator shall cast the deciding vote.

Confidentiality

All meetings of the Transition Committee are considered private and all matters discussed therein shall be deemed to be confidential in nature and subject to Section 22 of the Municipal Government Act. Minutes and subsequent resolutions of such meetings shall be recorded and not publicly available, except through legal means, until the mandate of the Transition Committee is complete; upon which the information shall be subject to normal Freedom of Information and Protection of Privacy regulations.

Communications

All communications and messaging from the Transition Committee's work and activities shall come solely from the Transition Coordinator or his designate. It is expected that all decisions of the committee will be supported by all members of the committee upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual committee member should be clear that it is their personal opinion and not that of the Transition Committee.

Reporting

The Transition Coordinator shall provide monthly written reports to the councils of both Parrsboro and Cumberland and shall make oral presentations to each council at least once every two months. The oral presentation requirement may be waived at any time by either council if they do not feel the need for such a presentation in light of other written documentation being provided. As well, the Transition Coordinator shall provide a monthly financial report to the Transition Committee and Minister respecting all transition costs incurred to date.

Responsibilities of the Transition Committee

The Transition Committee shall oversee the entire Parrsboro dissolution process, collect and analyze information brought before it, seek additional informational when necessary, discuss options, and make timely decisions that are in the best interests of residents of both Parrsboro and Cumberland. To this end, the Transition Committee shall endeavour to:

1. Work with, and support the Transition Coordinator in the dissolution process for the Town of Parrsboro.
2. Collaborate with Parrsboro and Cumberland Councils in the development of, and the submission of an uncontested dissolution application to the Nova Scotia Utility and Review Board (NSUARB).
3. Develop a strong working relationship with Municipal Affairs, Department of Justice, other provincial departments, and its own solicitor in the development of a strategy to address all of the legal issues affecting dissolution and joining of Parrsboro and Cumberland.

4. Ensure that the required background information and contract for a pension actuarial valuation for all employees in Town of Parrsboro pension plans is completed and that the pension plans are either wound up or transferred to Cumberland prior to November 1, 2016.
5. Work with the Transition Manager to research, document and inventory all lands and properties owned, leased or under contract to the Town of Parrsboro.
6. Oversee the contract for, and work with legal counsel, to prepare the required documentation to transfer ownership or interest in any lands or properties owned, leased or under contract to the Town of Parrsboro to Cumberland County.
7. Work with the Transition Coordinator and Transition Manager in the development of an organizational chart for the larger Municipality of the County of Cumberland.
8. Ensure staff of Parrsboro and Cumberland is engaged on a regular basis to provide updates on activities and developments concerning pensions, new administrative structure in Cumberland, severances, opportunities for re-training, retirement bridging, etc. as deemed appropriate.
9. Establish the framework for Cumberland County to be able to consolidate the bylaws and policies of the two municipal units in a timely and efficient manner.
10. After the inventory of municipally owned properties is compiled, complete a review to determine if any of these properties may be the subject of environmental contamination; and if so ensure that the necessary research and reports are prepared to determine the cost of remediation.
11. Hold public meetings or open houses as requested by the Transition Coordinator to provide community updates in Parrsboro and Cumberland concerning the dissolution process.
12. Work with local media sources to ensure they have access to up-to-date information and news releases concerning the dissolution process.
13. Ensure that re-training for employees of Parrsboro that request such a service prior to the dissolution of the Town is provided, subject to budget limitations.
14. Develop and oversee with Parrsboro and Cumberland, a risk management and internal controls strategy to bring as many Parrsboro accounts up-to-date prior to November 1, 2016, and conduct an assessment of internal controls to strengthen Cumberland's risk management processes by absorbing Parrsboro's financial data..
15. Provide leadership and mentorship guidance to both Parrsboro and Cumberland Councils as they strive to find efficiencies in their operations during this joining process.

MOTION CARRIED #15-234

IT WAS MOVED by Councillor Welton, seconded by Councillor Smith, to authorize the Transition Committee and Council's representatives to act on behalf of Council and make decisions as included in the Terms of Reference.

MOTION CARRIED #15-235

IT WAS MOVED by Councillor Gillis, seconded by Councillor Welton, to approve the Transition Committee Values and Principles document which is as such:

It is recognized that for the dissolution of the Town of Parrsboro and joining with the Municipality of the County of Cumberland to be effective and acceptable to both Councils and residents, that certain values and principles need to be agreed to by both councils for application and implementation by the Transition Committee in all of its deliberations and decisions. To this end, the Councils of both municipalities agree with one another as follows:

Values:

We value:

- the unique character, history and culture of each community.
- the commitment and dedication of our employees and will endeavour to ensure they are involved and consulted where they have knowledge and expertise, or where they will be personally affected.
- the contributions and input from residents, businesses, community groups and elected officials in forming a stronger municipal government that represents the needs of our communities.
- An ongoing review of the Transition Committee and its activities to ensure it is meeting the values and principles approved by both Councils.

- The necessity to ensure that both Parrsboro and Cumberland build the required capacity to be viable and sustainable in the long term.

We will:

Establish a communication program to apprise residents of developments during the transition period. The program will be multifaceted in order to reach as many residents as reasonably possible.

Principles:***We respect:***

- the need for each community to develop in different ways through infrastructure, programs and services that reflect the needs of its citizens and their ability to pay.
- the need to meet our legislative responsibilities in a timely manner.
- that financial challenges need to be dealt with through a variety of options, always with residents in the front of our minds.
- the need to involve all council members in critical issues that will have significant impact beyond November 1, 2016.
- the need to make decisions in the best interest of all residents.
- the need for the minority to respect the decisions of the majority, just as the majority must respect of the rights of the minority to be heard.
- the requirement for all elected officials and staff to adhere to the confidentiality of discussions until public decisions are made.
- the authority of the Transition Committee to make decisions in the best interests of the whole community.

MOTION CARRIED #15-236

IT WAS MOVED by Councillor Baker, seconded by Councillor Jackson to accept nominations for the Council alternate position on the Transition Committee.

MOTION CARRIED #15-237

Councillor Welton nominated Deputy Warden Gilbert and Councillor Fletcher nominated Councillor Smith. Warden Hunter then thrice called for further nominations. Hearing none, an election was held.

IT WAS MOVED by Councillor Gillis, seconded by Councillor Fletcher to appoint CAO, Rennie Bugley and EA, Shelley Hoeg as scrutineers.

MOTION CARRIED #15-238

The result of the first ballot was a tie. At this point Councillor Smith withdrew his name and Deputy Warden Gilbert was declared the alternate on the Transition Committee regarding the Dissolution of the Town of Parrsboro.

IT WAS MOVED by Councillor Williams, seconded by Councillor Welton to destroy the ballots.

MOTION CARRIED #15-239

4. MAJOR ORGANIZATIONAL ISSUES

4.1 Draft Financial Statements - Cumberland

Director of Finance, Andrew MacDonald, provided written and verbal reports on our draft financial statements. He then answered any questions that Council posed.

4.2 2014/2015 Variance Analysis

Reports on the 2014/2015 Variance Analysis were presented by the Director of Finance.

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

5.1 Divestiture of Surplus Property Policy

IT WAS MOVED by Councillor Kellegrew, seconded by Councillor Fletcher, to approve the Divestiture of Surplus Property Policy which is as such:

Municipality of Cumberland Policy 15-XX

Divestiture of Surplus Property Policy

General

1. This Policy is entitled the “Divestiture of Surplus Property Policy.”
2. In this Policy, unless the context otherwise requires:
 - a. “developed area” means an area where at least 50% of the road frontage for a distance of one kilometer has been developed for residential, commercial, institutional, industrial or recreational purposes;
 - b. “Divestiture Committee” or “Committee” means the committee responsible for the divestiture of surplus property;
 - c. “Local Councillor” means the Councillor of the District where the property in question is located;
 - d. “Municipal Departments” means the Municipality of the County of Cumberland Department of Public Works, Department of Planning, Development and Property Services, and Department of Finance and Administration;
 - e. “Municipality” means the Municipality of the County of Cumberland;
 - f. “non-profit organization” means a registered non-profit organization;
 - g. “surplus property” means real property that vests in the Municipality and is no longer required for Municipal purposes;
 - h. “undeveloped area” means an area that is not a “developed area” as defined above.

Divestiture Committee

3. Vested property may be referred to the Divestiture Committee for potential sale or transfer in accordance with this Policy and the procedure illustrated in Appendix “A” Transfer of Surplus Municipal Property.
4. When in the opinion of the Committee the property in question may have significant development potential the Municipal Director of Community Development shall be consulted and may provide to the Committee an opinion regarding the best use(s) for the land.

Property Still Required for Municipal Purposes

5. All Councillors, including the local Councillor, shall be notified of the property and shall be given an opportunity to consult with residents in their district and to propose potential municipal use(s) for the property in question.
6. Municipal Departments shall be consulted and may propose potential municipal use(s) for the property in question.
7. The Committee shall consider proposals put forward by Councillors and Municipal Departments, and if in the opinion of the Committee the property in question may still be required for Municipal purposes, the Committee shall recommend that Council not transfer or sell the property.
8. The Committee shall recommend that Council not transfer or sell the property in question if the property meets one or more of the following criteria:
 - a. the property may be required for municipal infrastructure including but not limited to roads, wastewater collection or treatment, or water supply;

- b. the property may be required for solid waste collection, transfer or disposal;
 - c. the property may be required for fire services; or
9. The Municipality shall not transfer or sell property that is contaminated or otherwise unfit for transfer or sale.

Surplus Property

10. Where the Committee determines that the property in question is no longer required for Municipal purposes, the property shall be designated surplus and shall be transferred or sold in accordance with sections 11 through 39 of this Policy.
11. The following person(s) shall not purchase surplus municipal property either directly or through an agent:
- a. Council member;
 - b. an employee of the Municipality;
 - c. the spouse of a person referred to in subsections (a) or (b); or
 - d. a company in which a person referred to in subsections (a), (b) or (c) owns or beneficially owns the majority of the issued and outstanding shares.

Property Transferred to the Municipality Pursuant to the Subdivision By-Law

12. Where the surplus property was transferred to the Municipality pursuant to the Municipality's Subdivision By-Law, for parks, playgrounds and similar public purposes as authorized by section 271(3)(h) of the *Municipal Government Act*, the owners of the lots in the subdivision in respect of which the land was conveyed shall be notified by notice in a newspaper fourteen (14) days before the meeting when Council makes a decision to divest the property.
13. As required by section 273(13) of the *Municipal Government Act*, where property is sold pursuant to section 12 of this Policy, the proceeds shall be used for capital expenditures for parks, playgrounds and similar public purposes. It shall be the Policy of the Municipality to use such proceeds within the municipal District where the surplus property is located.

Provincial Notification

14. Where surplus property abuts land owned by the Province, the appropriate Provincial Department(s) shall be notified and given fourteen (14) days to contact the Municipality should they wish to purchase the property in question.
15. The sale shall be for current market value as determined by an accredited appraiser selected and paid by the Province, and approved by the Municipality.

Village Commission Notification

16. Where surplus property is located in a village, the Village Commission shall be notified and given fourteen (14) days to contact the Municipality should they wish to purchase the property in question.
17. The sale shall be for a price to be agreed to by the Village Commission and the Municipality.

Sale to a Non-Profit Organization

18. At least sixty (60) days before surplus property is offered to the public, the Local Councillor shall notify all known non-profit organizations in the District where the land is situated.
19. Notice to non-profit organizations shall also be published in a newspaper circulating throughout the Municipality at least 60 days before the property is offered to the public.
20. A non-profit organization may be given an opportunity to purchase surplus property for below market value pursuant to section 51 of the *Municipal Government Act*, if the following conditions are satisfied:
- a) the organization is carrying on an activity that Council considers beneficial to the Municipality;
 - b) the organization has submitted a financial plan for maintaining the property in question; and

- c) the resolution is passed by at least two thirds of the Council members present and voting.
21. Where surplus property is assessed for \$10,000 or more, Council must satisfy the following requirements as required by section 51(3)-(5) of the *Municipal Government Act* before selling the property to a non profit organization for below market value:
 - a) Council must hold a public hearing;
 - b) notice of the hearing must be advertised twice in a newspaper circulating throughout the Municipality;
 - c) the first notice of the hearing must appear at least fourteen days before the hearing; and
 - d) notice of the hearing must set out the date, time and place of the hearing, the location of the real property proposed to be sold, the estimated value of the property and the purpose of the sale.
 22. A resolution to sell surplus property to a non profit organization for less than market value shall include the following elements:
 - a) the name of the non-profit organization;
 - b) identification of the organization as a non-profit organization; and
 - c) identification of the activity that Council considers beneficial to the Municipality.

Developable for Commercial or Subdivision Purposes

23. The Committee shall consider the assessment provided by the Municipality's Director of Community Development when determining whether the surplus property may be developed for commercial or subdivision purposes.
24. Surplus property not divested as provided in the preceding sections which is developable for commercial or subdivision purposes shall be sold for market value, according to the following sealed proposal process:
 - 1) the Municipality shall publish a request for land use proposals and sealed price envelopes stating the amount an interested party is willing to pay for the property;
 - 2) the sealed price envelopes of acceptable land use proposals will then be opened; and
 - 3) the Municipality shall accept the highest offer.
25. The cost of any land title migration required shall be the responsibility of the purchaser.

Developable for Single Family Residential Purposes

26. Where surplus property is developable for a single family residence or cottage, the property must be sold for market value through a sealed tender process, with no reserve price.
27. Where surplus property has unsuccessfully been offered for sale pursuant to section 26, the property shall be offered to abutting land owners for a price which reflects the fair market value of the property, to be determined by a formula set by the Divestiture Committee from time to time.
28. Where property is sold pursuant to sections 26 or 27 the purchaser shall be responsible for the cost of any required land title migration.

Agricultural and Forest Property with Legal Access to a Public Road

29. Forest lands in excess of 2 hectares (\approx 5 acres) and agricultural lands which have legal access to a public road shall be sold by sealed public tender.

Agricultural and Forest Property without Legal Access to a Public Road

30. Forest lands and agricultural lands which have no legal access to a public road shall be offered to the abutter(s) for a price to be determined by the Municipality by appraisal or other independent evaluation.

Limited Use Property

31. Sections 32 through 36 do not apply to property addressed by sections 29 and 30.
32. Land that is capable of reasonable use, but that has no legal access to a public road or that is not large enough to support a septic system shall be offered to abutting landowners for market value.

33. For the purpose of section 32 market value shall be determined by a formula set by the Divestiture Committee from time to time.
34. Where two or more abutters wish to purchase property pursuant to section 32, a sealed tender process shall be used unless the abutters can agree to divide the property.
35. Surplus property sold pursuant to section 32 must be consolidated with the purchasers' land, and all costs of the consolidation shall be paid by the purchaser(s).
36. The cost of migrating the title of any land sold pursuant to section 32 shall be paid by the purchaser(s).

Land Incapable of Reasonable Use

37. As permitted by section 51A of the *Municipal Government Act*, surplus property that is incapable of reasonable use shall be offered to abutting landowners for a nominal sum (usually \$1.00) plus the costs associated with the conveyance.
38. When determining whether land is incapable of reasonable use, the Committee may consider the size and dimensions of the property in question.
39. Surplus property offered and conveyed pursuant to section 37 may be divided between abutters at the discretion of the Municipality, and must, at the expense of the person(s) acquiring the property, be consolidated with their existing lands.
40. This Divestiture of Surplus Property Policy comes into effect upon adoption by Council and repeals all former policies in respect to divestiture of surplus property.

MOTION CARRIED #15-240

6. BUSINESS ISSUES

6.1 Audit Committee Issues

- A report from the Revenue Officer on the procedure for going after delinquent tax bills. Maybe use an outside agency. This report will be requested from staff and staff will be asked to investigate the use of an outside agency for collection.
- Do we need a policy for Operating Reserve Balance? Province recommendation.
- Interim Tax billing/electronic payments options. – For future discussion.
- Use of a realty firm to sell our excess/surplus properties – This was discussed as part of the policy discussion above.

IT WAS MOVED by Councillor Smith, seconded by Deputy Warden Gilbert to action staff to investigate the following issues:

Have the Revenue Officer prepare a report on the procedure for going after delinquent tax bills and the possible use of an outside agency to do this,

Provide a recommendation on whether or not we require a policy for Operating Reserve Balance,

Investigate Interim Tax billing and electronic payments options; and

Investigate the use of a realty firm to sell our excess/surplus properties

MOTION CARRIED #15-241

6.2 Directors' Report

Director of Public Works and Engineering's report was included in the kit.

6.3 Deputy Warden Election

This will take place at the first Council session in November.

6.4 Joggins Fossil Centre Maintenance

Mr. Ferguson, Director of Social Capital, advised that the JFI would like to bring Council up to date on expenditures from the \$55,000 provided by the Municipality in the Spring

of 2015, and to request direction with regard to work they would like have done now that was not included in the original list approved by Council.

The original list was submitted by the former Executive Director of the JFI, and is reflected in the "Approved Items for repair" column in the provided spreadsheet, as prepared by the current Acting Executive Director of the JFI. The spreadsheet also includes the original estimates and description of Risks provided by the former Executive Director; as well as the amounts spent or currently committed, updates on the status of each item, and information on additional requests for Council approval.

The Acting Executive Director of the JFI is in attendance at today to answer any questions Councillors may have.

One major item on the list that has not been done is the staining and repair of the wood cladding on the Centre. This work has not been done because we have determined that, given the amount of cladding that will have to be replaced, the only way to get a reasonably presentable finished project will be to replace all of the cladding on one of the smaller walls, and to use material salvaged from that job to repair the other walls. This is necessary because there is no way to stain new material to match the weathered original cladding. The work has not been tendered out yet because staff are still working on the necessary tender specifications for the job. It will be done in the spring and we anticipate the cost will be somewhat higher than the original estimate provided.

If Council is in agreement, a motion to approve the additional requests listed on the spreadsheet, and to defer a decision on the repairs to the wood cladding until a reliable estimate can be obtained, would be in order.

IT WAS MOVED by Councillor McLellan, seconded by Councillor Williams to approve the amount of \$8087.90, previously funded to the JFI be used for repairs.

MOTION CARRIED #15-242

6.5 Immigration/Advertising Funding Request

IT WAS MOVED by Councillor Smith, seconded by Councillor Rector to approve funding in the amount of \$1,000 to the start-up of an Immigration Organization led by Mr. Morris Haugg. This cheque/or funding confirmation will be presented at a supper being held at the end of this week.

MOTION CARRIED #15-243

6.6 Security Cameras

Council was advised that staff are requesting that Council approve funding, in the amount of \$3,251.17, to cover increased costs incurred in the course of a project to install proper security cameras on the exterior of the Dr. Carson and Marion Murray Community Centre for the purpose of protecting the exterior of the Centre, along with assets in the surrounding playing fields, playgrounds, courts and parking areas.

This was a project of the Lions Park Revitalization Committee, and was seen as the first step in repairing existing damages to the Center and surrounding area. The Committee itself raised almost all the money to cover the original quote, but additional costs were incurred. A letter from the Committee providing more detail and making the request is attached to this Memo. The Cameras are now in place and are operating properly.

Given that the Committee has fundraised most of the cost of this project, and the fact the Cameras and associated hardware and software are now the property of the Municipality, and will benefit the Municipality and probably save it money in the future, we are recommending the Municipality cover the requested amount, possibly from Community Development Grant Funds. As the project will benefit a much larger area than Districts 11 and 12, Council may wish to consider approving funds from additional Districts.

A Grant application has not been submitted, as staff are of the opinion an application would serve no purpose under the circumstances.

IT WAS MOVED by Councillor Smith, seconded by Councillor Jackson to approve funding in the amount of \$3,251.17, to cover increased costs incurred in the course of a project to install proper security cameras on the exterior of the Dr. Carson and Marion Murray Community Centre for the purpose of protecting the exterior of the

Centre, along with assets in the surrounding playing fields, playgrounds, courts and parking areas.

MOTION CARRIED #15-244

6.7 Energy Symposium Report

This report was provided by Bethany Hoeg, Administrative Assistant to the Energy Authority. She also provided survey results of the event. Warden Hunter congratulated Ms. Hoeg and Ms. McLean for all their work on the conference planning.

6.8 Tax Collection Report

This report was provided to Council and discussed by the Director of Finance, Mr. Andrew MacDonald. Mr. MacDonald answered any questions Councillors had.

7. **INFORMATION ITEMS**

7.1 Minister's Tour

Council was reminded of the Minister's Tour on November 3, 2015 at 1:30 p.m.

7.2 Extended Producer Responsibility

Warden Hunter advised Council of this meeting which is being held on Friday, October 23rd, 2015 at the Holiday Inn in Truro and encouraged Councillors to attend.

7.3 Open House – Springhill

Councillors were reminded of the Open House taking place this week at the Springhill Community Centre.

7.4 Date of November Meetings

Monday, November 2, 5 p.m. and Wednesday, November 18th, 2015, 10 a.m. December would follow the regular schedule of December 2nd (evening meeting) and December 16th (day meeting).
January, 2016 A council session will be held January 20, 2016, and it will be a morning meeting.

8. **ADJOURNMENT**

8.1 The Queen

The meeting was adjourned at 2: 23 p.m. and The Queen was sung.

Warden Keith Hunter

Municipal Clerk Brenda Moore