

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

Warden Al Gillis called the March 15, 2017 Council session of the Municipality of the County of Cumberland to Order at 6:00 p.m. The meeting was held at the E.D. Fullerton Municipal Building. O'Canada was sung.

1.2 Roll Call

Municipal Clerk/Records Manager Brenda Moore, called the roll with the following Councillors present: Councillor Porter, Councillor van Vulpen, Warden Gillis, Councillor Welton, Councillor Palmer, Councillor Rector, Councillor Gilbert, Councillor McLellan, Deputy Warden Fletcher, Councillor Williams, and Councillor Rafuse.

Councillor Jackson arrived at 6:08

Absent: councillor Chase

Staff present: Rennie Bugley, CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Engineering and Operations; Michele Byers, Community Economic Development Officer; Nelson Bezanson, Municipal Planner; Allie McLean, Strategic Research Community Engagement Officer; Brenda Moore, Municipal Clerk/Records Manager who recorded the meeting.

2. **ADMINISTRATIVE AND PROCEDURAL ISSUES**

2.1 The agenda was approved with the following additions:

Addition(s):	2.4.i	Natural Forces
	6.9	Cape D'Or Master Plan
	6.10	Fire Marquis

2.2 Approval of Minutes of March 1, 2017 council meeting.

IT WAS MOVED by Councillor Gilbert seconded by Councillor Rafuse to approve the minutes of the March 1, 2017 Council meeting.

MOTION CARRIED #17-052

2.3 Business Arising from the March 1, 2017 council meeting

The Business Arising and the On Going Business Arising were reviewed and Council was brought up to date on the status of the lists.

2.4 Delegations, Presentations, Petitions, Proclamations

i) Cape Sharp Tidal - Rescheduled to a later meeting.

i) Natural Forces

Amy Pellerin from Natural Forces gave a power point presentation to provide an update on the 2 turbine, 6 MW Amherst Community Wind Farm project. One turbine not operating at this time as it was discovered that there was a faulty part discovered on the final inspection prior to commissioning the turbines in January 2017. The required part should be installed this month. Amy provided information regarding municipal and provincial benefits derived from this project. A brief question and answer session followed. Warden Gillis thanked Amy for her presentation.

ii) Community Food Initiative

Trudy Reid and Jeannine Black did a power point presentation on the *Cumberland Gettin' Healthy Community Food Project*.

The organization will be applying for grant money to assist with the costs of the programs offered in Amherst, Oxford, Springhill, and Pugwash.

Need Funding of approximately \$6000 for each student.

Warden Gillis thanked Ms. Black and Ms. Reid for their presentation.

iii) ATV Club – Promoting Economic Development Through ATV Tourism

Glen Hudson the President of the Cumberland County Riders Association made a presentation Cumberland County is the gateway for over 90,000 ATVs to Nova Scotia

The ATVers are soliciting support to have the Provincial Government to modernize the Off Highway Vehicle Act. Mr. Hudson provided a copy of the Ontario Community Based ATV Tourism Product Model for Council. A brief

question and answer period followed the presentation. Warden Gillis thanked Mr. Hudson for his presentation.

It was the consensus of Council to direct staff to write a letter to the Provincial Department of Natural Resources and local MLAs supporting the ATV clubs desire to have provincial laws changed regarding ATV access to highways.

2.5 Public Hearings

- i) 26 Wolsley Street, Springhill, NS, PID 25244385, AAN 04380894

Warden Gillis called the Public Hearing to Order at 7:06 p.m.

The Director of Engineering and Operations provided a verbal report to go along with the written report and photo's included in the Council package.

Warden Gillis asked for questions of the property owner or representatives of the property owner, Council and the gallery. Hearing none, Warden Gillis closed the hearing at 7:09 p.m.

IT WAS MOVED by Councillor Jackson, seconded by Councillor Williams that Council Order demolition of the house and shed as well as the removal of all debris and derelict vehicles from the property 26 Wolsley Street, Springhill, PID 25244385, AAN 04380894 to an approved facility by March 24, 2017.

MOTION CARRIED #17-053

- ii) 47 Richard Road, River Hebert, NS, PID 25060088, AAN 03949095

Warden Gillis called the Public Hearing to Order at 7:09 p.m.

The Director of Engineering and Operations provided a verbal report to accompany the written report and photo's included in the Council package.

Warden Gillis asked for questions of the property owner or representatives of the property owner, Council and the gallery. Hearing none, Warden Gillis closed the hearing at 7:10 p.m.

IT WAS MOVED by Councillor McLellan seconded by Deputy Warden Fletcher that Council Order demolition of the house and outbuildings, as well as the removal of all debris from the property 47 Richard Road, River Hebert, PID 25060088, AAN 03949095 to an approved facility by March 24, 2017.

MOTION CARRIED #17-054

- i) 341 Highway 6, East Amherst, NS, PID 25069923, AAN 04433114

Warden Gillis called the Public Hearing to Order at 7:11 p.m.

The Director of Engineering and Operations provided a verbal report to go along with the written report and photo's included in the Council package.

Warden Gillis asked for questions of the property owner or representatives of the property owner, Council and the gallery. Hearing none, Warden Gillis closed the hearing at 7:12 p.m.

IT WAS MOVED by Councillor Porter seconded by Councillor Rafuse that Council Order demolition of the building as well as the removal of all debris from the property 341 Highway 6, East Amherst, PID 25069923, AAN 04433114 to an approved facility by March 24, 2017.

MOTION CARRIED #17-055

3.1 Pugwash Water System Easement

Staff distributed information regarding an easement required for the Pugwash Water System.

IT WAS MOVED by Councillor Rector, seconded by Councillor Welton to enter into an easement agreement for the sum of \$2,000 on property PID 25154956 owned by Carl and Patty MacDonald of Gulf Lane Pugwash. Said easement to allow the installation and maintenance of a water distribution line and service laterals.

MOTION CARRIED #17-056

3.2 Parrsboro Waste Water Treatment Plant – Equipment Pre-Selection Award

The pre-selection process for the Parrsboro WWTP has closed and staff negotiated with suppliers on final pricing and specifications These prices and staff recommendations were provided to Councillors prior to the Council session.

IT WAS MOVED by Councillor van Vulpen, seconded by Councillor Rector to direct staff to proceed with selection of treatment process equipment for the Parrsboro Waste Water Treatment Plant.

MOTION CARRIED #17-057

3.3 Parrsboro Waste Water Treatment Plant Location

Nova Scotia Museum has expressed concern regarding the location selected by the former Town of Parrsboro for the WWTP. Staff have investigated potential alternate sites and requests Council’s direction on how to proceed. A detailed memo was provided prior to the Council session. Staff has also been instructed to gather data including cost to provide wastewater treatment to the residents of Whitehead area and bring this information to council in the very near future.

IT WAS MOVED BY Deputy Warden Fletcher seconded by Councillor Rafuse to move the Parrsboro Waste Water Treatment Plant location to the recommended site PID# 25271867 and approve a \$346,000 increase in the Parrsboro Waste Water Treatment Plant construction budget to be included in the Municipality’s 2017/2018 Annual budget.

MOTION CARRIED #17-058

3.4 Pugwash Water – Local Improvement Charge

Staff is requesting direction on the Local Improvement Charge By-Law for recovery of a portion of the cost for the Pugwash Water Project. A memo including options for Council's consideration was distributed at the meeting.

IT WAS MOVED by Councillor Rafuse, seconded by Councillor Welton to direct staff to proceed with drafting the local improvement by-law under Option 1 as outlined below and provided to council.

Option 1:

This option (details below) keeps the Municipal General Revenue contribution at \$2.5M (as opposed to 16.66% of the total capital cost), and it increases the amount to be paid by the Local Improvement Charge by \$250,000 (\$1.5M instead of \$1.25M). These changes would allow us to eliminate the Debt to the new Utility. The local improvement charge under this option is approximately \$4,054.

Estimated Capital Cost		\$ 12,000,000							
Federal Contribution		\$ 4,000,000							
Provincial Contribution		\$ 4,000,000							
Cumberland County Contribution		\$ 2,500,000		Number of Occupied Lots				370	
Resident Contribution		\$ 1,500,000							
				Charge per Occupied Lot				\$ 4,054	
Pugwash Water Utility \$4,054/lot and Mun @ \$2.5M									
Comparison of Current Water Rates with Proposed New Rates									
2017/18									
	Average Quarterly Consumption	Base Charge		Percent Change	Commodity Charge		Percent Change	Quarterly Water Bill	
Meter Size		Current	Proposed		Current	Proposed		Current	Proposed
5/8"	50		53.10	0.0%		61.26	0.0%	-	114.36
1"	125		126.87	0.0%		153.15	0.0%	-	280.02
1.5"	300		249.81	0.0%		367.56	0.0%	-	617.38
2"	400		397.35	0.0%		490.08	0.0%	-	887.43

Eliminating the Debt results in a projected average water rate for residential customers of \$114.36 per quarter. The average quarterly water rate in the Province is approximately \$121.00.

MOTION CARRIED #17-059

4. MAJOR ORGANIZATIONAL ISSUES
There are no major organizational issues for today’s meeting

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES
5.1 Tax Exemption and Reduction Policy
Council provided notice at the March 1, 2017 Council meeting of intent to consider adoption of this Policy.

IT WAS MOVED by Deputy Warden Fletcher, seconded by Councillor Palmer to approve the Tax Exemption and Reduction Policy for adoption.

**Municipality of Cumberland Policy 17-XX
Tax Reduction and Exemption Policy**

1. This Policy is entitled the “Tax Reduction and Exemption Policy”.
2. This Policy shall apply to the properties listed in Schedules “A” and “B” commencing April 1, 2017.
3. Pursuant to section 71(1) of the *Municipal Government Act*, the properties listed in Schedule “A” to this Policy shall be, subject to sections 4 and 7 of this Policy, exempt from real property taxation.
4. The tax exemption provided in section 3 shall apply to general tax only, shall not apply to any fire, sewer, street light, village or area rates or charges and shall only apply to the portion of the property specified in Schedule “A”.
5. Pursuant to section 71(2) of the *Municipal Government Act*, the real property tax payable with respect to the properties listed in Schedule “B” to this Policy shall be, subject to sections 6 and 7 of this Policy, reduced to the tax that would otherwise be payable if the property were residential property, inclusive of area rates.
6. The tax reduction provided in Section 5 shall apply only to that portion of the property specified in Schedule “B”.
7. When a property listed in Schedule “A” or “B” ceases to be owned or occupied by the owner indicated in the schedule, or if the property ceases to be occupied for the purpose, which pursuant to section 71(1) and 71(2) of the *Municipal Government Act* enabled the Municipality of Cumberland to include the property in this Policy, the tax exemption or reduction shall cease and the owner(s) of the property shall immediately be liable for the normal real property tax on such property for the portion of the taxation year then unexpired.
8. All previous Tax Reduction and Exemption Policies for the Municipality are hereby repealed.
9. This Policy comes into force upon adoption.

Tax Reduction and Exemption Policy 17-XX SCHEDULE A			EXTENT OF OF EXEMPTION
PROPERTY	# of accounts	OWNER	

Account #889032	1	Upper Linden Community Hall Assoc.	Whole
Community Hall, Upper Linden			
Account #4479807	2	Northport Community Organization	Whole
Northport Community Hall			
Account #4716329	3	Tidnish Crossroads Community Assoc	Whole
Tidnish Community Hall			
Account #7516215	4	Tidnish Crossroads Community Assoc	Whole
Building & Land		Tidnish	
Account #889156	5	Wallace Community Association	Whole
Hall , Wallace			
Account #889164	6	Wallace Station Community Association	Whole
Hall, Wallace Station			
Account #2999633	7	Trustees of the Malagash Mine Community Club	Whole
Hall & Lot, Malagash Mines			
Account # 5673119	8	North Cumberland Historical Society	Whole
Monument Lot		North Wallace	
Account #889113	9	Streets Ridge Community Hall Assoc	Whole
Old School		Streets Ridge	
Account #889628	10	Wentworth Community Hall Assoc	Whole
Community Hall		Wentworth	
Account #889725	11	Collingwood Community Hall Assoc	Whole
Community Hall		Collingwood	
Account #3402916	12	Westchester Community Hall Assoc	Whole
Old School		Westchester Station	
Westchester Station			
Account #4864859	13	Wentworth Recreation Hall Association	Whole
Recreation Centre			
Wentworth			
Account #889083	14	Mt Pleasant Community Hall Association	Whole
Community Hall (old school)			
Mt Pleasant			
Account #3403092	15	Springhill Junction Community Recreation Centre	Whole
Recreation Centre			
Springhill Jct			
Account #28851	16	Municipality of Cumberland c/o Fossil & Display Centre	Whole
Fossil Display & Information Centre, Joggins			
Account #889091	17	Minudie Community Hall Association	Whole
Hall, Minudie			
Account #2298198	18	River Hebert Citizens Association	Whole
Recreation Hall & Lot			
River Hebert			
Account #2650991	19	Maccan Community Centre Society	Whole
Old School, Maccan			
Account #100749	20	Apple River Community Association	Whole
Hall & Lot Apple River			
Account #889202	21	Spencer's Island Community Hall Association	Whole
Hall & Lot, Spencer's Island			
Account #889237	22	Fraserville Community Hall Association	Whole
Community Hall, Fraserville			
Account #889253	23	Greenhill Community Hall Association	Whole
Community Hall, Greenhill			
Account #1231456	24	Diligent River Recreation Committee	Whole
Building & Lot, Diligent River			
Account #5388082	25	Advocate District Development Association	Whole
Building & Land, Advocate			
Account #2582694	26	Wallace Masonic Lodge	Whole
Hall, Wallace			
Account #3075885	27	River Phillip Masonic Lodge Hall and Community Hall Association	Whole
Masonic Lodge & Community Hall, River Philip			
Account #687561	28	Springhill & District	Whole

Building and Lands		LA Animal Shelter Society	
Smith Road		Registered Charity	
Account # 3187616	29	Meadow Park Recreation Society	Whole
Recreation Park			
Meadow Park			
Account # 889016	30	Fenwick Community Hall	Whole
Community Hall & Lot, Fenwick		Association	
Account #889652	31	Brookdale Community Hall	Whole
Community Hall & Lot, Brookdale		Association	
Account #889024	32	Sunrise Citizens Club of Northport	Whole
Comm Hall, Lower Shinimicas			
Account #73962	33	Pugwash Ground Search & Rescue Inc.	Whole
Lot & Building			
King St., Pugwash			
Account #889121	34	Conns Mills Community Hall	Whole
Community Hall (Old School)		Association	
Conn's Mills			
Account #2582635	35	Silver Spray Rebecca Lodge No. 1	Whole
Hall & Land, Water St., Pugwash			
Account #2582686	36	Masonic Lodge (Acadia #13)	Whole
Hall & Lot			
Victoria St., Pugwash			
Account #2999617	37	Malagash Christian Fellowship Registered Charity	Whole
House, Buildings & Land Malagash Mines			
Account #4394526	38	Sport Pugwash	Whole
Building/Land, Miller Road			
Account #4796543	39	Wallace Recreation Committee	Whole
Land, Wallace			
Account #889059	40	Oxford Junction Community Hall	Whole
Lot, Oxford Junction		Association	
Account #889067	41	Leicester Community Hall	Whole
Community Hall Leicester		Association	
Account #2582589	42	A F & A M Lodge No. 86	Whole
Masonic Hall, River Hebert			
Account #3210677	43	The Dr. D.M. Cochrane Memorial Medical Centre	Whole
Medical Centre, River Hebert			
Account #3263754	44	Minudie Tourist Association	Whole
Museum, Minudie			
Account #3403068	45	Municipality of Cumberland Heritage Models Association	Whole
Display Centre & Land River Hebert			
Account #3383121	46	Spencer's Island Community Association	Whole
Light House No. 186 Spencer's Island			
Account #5377269	47	Greville Bay Ship building Museum Society	Whole
Building & Lot, Port Greville			
Account #03970949	48	Trustees of Masonic Lodge c/o Bruce Stewart	Whole
Land			
Account #02647443	49	Pugwash Volunteer Fire Department	Whole
Land			
Account #04864883	50	Wentworth Voluntary Fire Brigade	Whole
Land			
Account #09687351	51	Wallace & Area Recreation Committee	Whole
Land			
Account #02613875	52	Tidnish Crossroads Community Association	Whole
Building & Lot			
Account # 10007526	53	Northumberland Community Curling Club	Whole
Land (Lot 2007-3) Pugwash			
Account # 02246309	54	Malagash Heritage Association	Whole
Land			
Account # 02698293	55	Malagash Heritage Association	Whole
Land			
Account #05562066	56	Wallace Museum Society	Whole

Account #07515294	57	River Hebert Athletic Association	Whole
Land			
Account #02010275	58	Southampton and Area Ball Association	Whole
Land			
Account # 04530357	59	Between the Hearts Renewal Centre	Whole
Building & Land			
Account # 00209929	60	Camp Pagweak	Whole
Pugwash			
Account # 00487112	61	Brookside Curling Club	Whole
Account # 04839773.	62	Friends of the Pugwash Estuary	Whole
Land		2169 Crowley Road	
Account #03403424	63	Advocate District Development Assoc	Whole
Campground, Advocate Harbour		95 Mills Road Advocate Harbour	
Account # 00889733	64	Community Hall of Trustees	Whole
Land/Fellowship Hall, Millvale		625 Thomson Rd	
Account # 07517688	65	Northport Harbour Authority	Whole
Land, Northport		Hwy 366	
Account # 09213015	66	Northport Harbour Authority	Whole
Land, Northport		Hwy 366	
Account # 10536766	67	Northport Harbour Authority	Whole
Land/Lease		Hwy 366	
Account # 09360565	68	Northport Harbour Authority	Whole
Lease		7765 Hwy 366 Parcel 96-1 Northport	
Account # 04395786	69	Anne Murray Centre Society	Whole
Land/Museum		36 Main Street Springhill	
Account # 10366771	70	Fundy Ocean Research Center for Energy Ltd. (FORCE)	Whole
Utility(Visitor Center)		797 West Bay Road	
		Lot 2010-1 West Bay	
Account 04962834	71	Arleen Smith c/o Fundy Ocean Research Center for Energy Limited	Whole
Visitor Center			
Land Utility		115 West Bay Road	
Account # 1008692	72	Lions Club of Parrsboro	Whole
Land		36-1 King St., Parrsboro	
Account # 04683323	73	Lions Club of Parrsboro	Whole
Land / Arena		210 King St., Parrsboro	
Account #10599202	74	Lions Club of Parrsboro	Whole
Land		210 King St., Parrsboro	
Account #042835426	75	The Ships Company Theatre Society	Whole
Theatre		Lot 02-XYZ, 8 Main Street, Parrs.	
Account #03382702	76	Coldspring Heritage Society	Whole
Lighthouse		41 Lobster Cove Lane	
		Lot 1 Amherst Shore	

Schedule B			EXTENT OF APPLICATION
PROPERTY		OWNER	OF REDUCTION
Account #9361944	1	Bragg Lumber Company Ltd.	Partial
Building & Land		c/o Sutherland's Lake Trail Groomers Association (leased)	
Sutherland's Lake			
Account #2152592	2	Irving Oil Ltd.	Partial
Building & Lot		c/o Glooscap Trail Snowmobile Club	
Southampton		(Leased)	
Account #00759147	3	Church of the Nazarene	Partial
Buildings & Land		Big Lake Camp	
Account #10345057	4	Wentworth Ski Race Club	Partial
Land			
Account #01031074	5	Cumberland Snowmobile Club	Partial
Land			
Account # 03769437	6	Pioneer Street Club	Partial
Land/Fellowship Hall		8 Pioneer Street Springhill	
Account # 03075842	7	Masonic Lodge	Partial
Land/Fellowship Hall		1 Elm St Springhill	

Account # 02582678	8	Governing Council of the Salvation	Partial
Land		Army, Main St., Springhill	
Account # 03538605	9	Pugwash and Area Professional	Partial
Medical Clinic		Centre Association	
		272 Gulf Shore Road	
		Lot 1A Pugwash	
Account # 03260577	10	Masonic Lodge No 17	Partial
Res/Com mix		159 Main Street	
		Lot 159 Parrsboro	
Account # 03668835	11	Parrsboro Band Association	Partial
Land / Fellowship Hall		Parrsboro Band Hall	
		44 King Street	

MOTION CARRIED #17-060

5.2 Meetings and Proceedings of Council Policy

The Meetings and Proceedings of Council Policy was amended to reflect new Council meeting times. Council was provided the draft Policy at the March 1, 2017 meeting and notice of intent to consider adoption was given for the March 15th

IT WAS MOVED by Councillor van Vulpen seconded by Councillor Porter to adopt the Council Meetings and Proceedings Policy.

Municipality of Cumberland Policy 17-XX Council Meetings and Proceedings Policy

General

1. The procedural requirements in this Policy are intended to complement and supplement, and not to replace, the requirements contained in applicable municipal legislation.
2. In this Policy, unless the context otherwise requires,
 - (1) “business day(s)” means a day when the Municipality’s office is open for business;
 - (2) “Chair” means the presiding officer;
 - (3) “CAO” means the Chief Administrative Officer of the Municipality;
 - (4) “Council” means the Council of the Municipality;
 - (5) “Council Member(s)” include(s) the Warden unless the context indicates otherwise;
 - (6) “majority” means more than one half of those present, unless the context indicates otherwise;
 - (7) “Municipality” means the Municipality of the County of Cumberland.
3. Unless otherwise specified pursuant to section 4, regular meetings of Council shall be held
 - (1) at the Council Chamber in the E. D. Fullerton Municipal Building, 1395 Blair Lake Road, Upper Nappan;
 - (2) commencing at 5:00 p.m. on the first and third Wednesday of each month, except that there shall be no regular meeting during the month of August.
4. Regular meetings of Council may be rescheduled, relocated or canceled
 - (1) by resolution or consensus, including a contingent resolution or consensus, of Council at a previous meeting three or more days in advance of the additional or special meeting;
 - (2) by resolution or consensus, including a contingent resolution or consensus, of Committee of the Whole at a meeting three or more days in advance of the additional or special meeting; or
 - (3) by the CAO on behalf of the Warden, owing to unforeseen circumstance, provided the Warden believes that the majority of Council Members would support such a step.
5. Additional or special meetings of Council may be convened
 - (1) by resolution or consensus, including a contingent resolution or consensus, of Council at a previous meeting three or more days in advance of the additional or special meeting;
 - (2) by resolution or consensus, including a contingent resolution or consensus, of Committee of the Whole at a meeting three or more days in advance of the additional or special meeting; or
 - (3) by the CAO on behalf of the Warden, owing to unforeseen circumstances, provided the Warden believes that the majority of Council Members would support such a step.
6. Specific notice to Council Members and to the public need not be provided of
 - (1) meetings held pursuant to section 3; or
 - (2) meetings held pursuant to subsection 1 and 2 of section 4 or 5;
 but, subject to any statutory relaxation of notice requirements, three days notice shall be specifically provided for other meetings to Council Members in the manner described in sections 7 and 8 and to the public in the manner described in section 9.
7. Subject to section 6, notice of meetings shall be provided in writing (including electronic mail) to each Council Member.
8. Within 30 days following the first meeting of Council after a municipal election or by-election, each elected Council Member shall provide to the CAO an electronic mail address or telephone number at which the Council Member has, and will maintain, access to electronic mail or voicemail, as the case may be, and which the Council Member will check at least once per day; failing which, the Council Member shall be responsible for checking at least once per business day a mailbox assigned to the Council Member and marked with the Council Member’s name located at the office of the Warden in the aforesaid E. D. Fullerton Municipal Building and shall be deemed to have chosen this method of notification. The Council Member shall be deemed to have received any notice within one business day of its being sent or left by the method of the Council Member’s choice pursuant to this section.
9. Subject to section 6, notice of meeting shall be provided to the public by posting at the outer doors leading to the two main lobbies of the aforesaid E. D. Fullerton Municipal Building a “Notice of Council Meeting” containing the time, date and place of the meeting.

Conduct of Meetings: General

10. During a meeting Council may adjourn for short periods or move to another place, without ending the meeting.
11. At regular meetings of Council, except when Council resolves to defer approval of minutes for a maximum of one additional meeting, the minutes of the last preceding regular meeting and subsequent special meetings shall be reviewed and after all necessary corrections and amendments have been made and the minutes approved, the approved minutes shall be entered in the minute book

- of the proceedings of Council and such entry shall conclusively constitute the minutes of Council.
12. The minutes shall be kept by the Municipal Clerk and shall:
 - (1) record the time when any Council member joins or leaves a meeting which is in progress;
 - (2) contain all resolutions, decisions by consensus and motions, with the name of the movers and seconders and a brief summary of the issues discussed;
 - (3) record the outcome of each vote; and
 - (4) mention reports, petitions and other papers submitted to Council only by their respective titles, or a brief description of their contents.
 13. It shall be the duty of the Chair to:
 - (1) open the meeting of Council by taking the chair and calling the Council Members to order;
 - (2) ask the Council whether there is a consensus of an item of procedure or business, and if no Council Member indicates dissent, may treat the item as resolved to the same extent as if a motion had been duly moved, seconded and passed by vote;
 - (3) receive and submit to Council motions properly presented by a Council Member;
 - (4) put to a vote a question which is regularly moved and seconded or necessarily arising in the course of the proceedings and to announce the result of the vote;
 - (5) decline to put to a vote, a motion which infringes upon the rules of procedure;
 - (6) restrain the Council Members, when engaged in debate, within the rules of conduct of debate;
 - (7) enforce on all occasions, the observance of order and decorum;
 - (8) call by name any Council Member persisting in a breach of the rules of order of Council thereby ordering him or her to vacate the Council Chambers;
 - (9) inform the Council when necessary, or when referred to, on a point of order;
 - (10) permit the CAO to speak on any point upon request;
 - (11) permit proper questions to be asked through the Chair of any official or employee of the Municipality, to provide information to assist any debate;
 - (12) declare a meeting dissolved if no quorum has been achieved within 15 minutes after the scheduled meeting time; unless a Councillor has within the previous hour, indicated his or her arrival within 30 minutes after the scheduled meeting time; and
 - (13) adjourn the meeting when the business is concluded or, when an adjournment time has been set and approved by a majority vote or consensus, when the adjournment time has been reached, except when it is extended by unanimous consent.
 14. At Council meetings, unless a majority consents to a different order for that meeting, Council shall conduct business in the following order:
 - (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 minutes from the previous meeting
 - 2.3 Action List from Previous Meeting
 - 2.4 Delegations Presentations Petitions
 - 2.5 Public Hearings
 - (3) Strategic Priorities;
 - (4) Major Organizational Issues;
 - (5) Organizational Policy / By-Law Issues;
 - (6) Business Issues;
 - (7) Information Items; and
 - (8) Adjournment
 - 8.1.1 The Queen.
 15. At the time the agenda is put forward for approval the Chair shall inquire of Council Members whether they have any new or other business. Council Members having such business shall then identify it for the Chair, or shall lose the right to raise new or other business at the meeting.
 16. Every Council Member, prior to speaking on any question or motion, shall raise a hand and wait to be recognized by the Chair. When two or more Council Members raise their hands to speak, the Chair shall designate as the Council Member who has the floor the Council Member who, in the opinion of the Chair, first raised a hand.
 17. No Council Member shall speak for a second time on any question or motion until all Council Members who wish to speak have spoken once.
 18. The mover of a motion shall have the right to reply and sum up in closing the debate.
 19. No Council Member shall speak more than ten minutes upon any matter without the leave of Council.

Conduct of Meetings: Motions and Voting

20. The Chair shall state every question properly presented to Council and before putting it to a vote, shall ask "Is Council ready for the question?" and if no Council Member offers to speak, the Chair shall put the question, after which no Council Member shall be permitted to speak upon it.
21. The usual form of voting on any question shall be by the Chair calling for a show of hands, and any Council Member can call for, and obtain through the Chair, a recorded vote with each Council member's vote entered into the minutes. If the Chair believes a question is generally supported by Council, he or she may, instead of calling for a show of hands, ask if there are any objections to the

- motion or question. If no objections are voiced by any Councillor, the Chair may declare the matter resolved in the affirmative. If any objections are voiced by a Councillor, the issue shall be decided by vote.
22. A motion must be seconded and then repeated by the Chair or read aloud by the Municipal Clerk before it is debated. The Chair may direct that the motion be put in writing.
 23. After reading of a motion by the Chair or Municipal Clerk, it shall be open for discussion.
 24. A motion may at any time before the Council has voted on it be withdrawn by the mover with the consent of the seconder.
 25. When any question is before the Council, the only motions in order shall be:
 - (1) a motion in amendment of the original motion;
 - (2) a motion to refer the question, including the motion and amendment if one is moved, to any committee;
 - (3) a motion to defer the consideration of the question either indefinitely or to a specified time;
 - (4) a motion to close the debate at a specified time;
 - (5) a motion that the question be put to a vote;
 - (6) a motion to adjourn.
 26. When any one of the motions mentioned in the next preceding section has been made as an amendment to the original motion, no other motion may be made as an amendment to the original motion or to the amendment, except the following:
 - (1) to refer to a committee;
 - (2) to defer the consideration of the question;
 - (3) to close the debate at a specified time;
 - (4) that the question be put to a vote;
 - (5) to adjourn;
 any of which may be moved either to the original motion or to the amendment of the original motion.
 27. A motion:
 - (1) that the debate be closed at a specified time; or
 - (2) that the question be put to a vote;
 shall be put to a vote without further amendment or debate, but a motion that the question be put to a vote shall not itself be put to a vote until every Council Member who has not spoken on the question and claims a right to speak has been heard, and the mover of the question has had the right to reply and sum up as provided in section 18 herein.
 28. A motion that the question be put to a vote shall preclude all amendments to the main question until the motion is decided, and shall be put to a vote, without debate, in the following words: "That this question be put to a vote." If this motion is resolved in the affirmative, the original question shall be put to a vote immediately, without any amendment or debate, but if such motion is resolved in the negative, then the Council shall continue to debate the question.
 29. A motion to adjourn shall always be in order except in the following cases:
 - (1) when a Council Member is in possession of the floor;
 - (2) when the vote is being called;
 - (3) while the Council Members are voting; or
 - (4) when the adjournment was the last preceding motion.
 30. The following questions shall be decided without debate:
 - (1) all motions as to priority of business or as to the suspension of the order of the day;
 - (2) a motion to allow any person other than the Council member to address the Council;
 - (3) a motion to postpone to a specified time or day;
 - (4) a motion to lay on the table when claiming a privilege over another person; and
 - (5) a motion to adjourn.
 31. Amendments shall be put in the reverse order to that in which they are moved. Every amendment submitted shall be decided or withdrawn before the main question is put to vote. Only one amendment shall be allowed to an amendment and any further amendment must be to the main question.
 32. Except for matters arising from correspondence, committee or other reports, agenda items, or notice of motion or other material circulated to Council Members on or before the day before the meeting, and except for matters arising from an *in camera* meeting, no motion committing the Municipality to the expenditure of funds shall be accepted by the Chair for the consideration of Council except with the unanimous consent of Council Members present.
 33. Any notice of motion given by a Council Member for a subsequent meeting may, in the absence of the Council Member giving such notice, be taken up by any other Council Member.

Conduct of Meetings: Points of Order

34. It shall be the duty of the Chair, and the privilege of any Council Member, to call any Council Member to order, who violates any established rule or order. A point of order must be decided before the subject under consideration is proceeded with.
35. When a Council Member is called to order, the Council Member shall remain seated and silent until the point is determined, until called upon by the Chair to be heard on the point of order.
36. A point of order is not debatable amongst other Council Members, unless the Chair invites discussion in an effort to assist in making a ruling. Where the Chair permits discussion of a point of order, no Council Member shall speak more than once.
37. Decisions of the Chair on points of order or procedure, including an order expelling and excluding a person from the Council Chambers pursuant to section 40 and 44, are not debatable but are appealable to Council by any Council Member. When an appeal is made from the decision of the

- Chair, the Chair shall simply put the question, "Shall the decision of the Chair be sustained?"
38. No Council Member shall use offensive or unparliamentary language or speak disrespectfully to or about anyone while in Council, or speak outside the parameters of the question in debate.
 39. If a Council Member resists the rules of Council, willfully obstructs the business of Council or disobeys the decision of the Chair, or of Council on appeal, on any question or order or practice or upon the interpretation of the rule of Council after being called to order by the Chair, or otherwise disrupts the proceedings of Council, the Council Member may be ordered by the Chair to leave the Council Member's seat provided that a majority vote of Council shall be required to sustain the expulsion.
 40. If the Council Member refuses to leave the Council Member's seat, the Chair may order the Council Member to be expelled and excluded from the Council Chambers.
 41. Such Council Member may, by vote of Council, later in the meeting or at a subsequent meeting, be permitted to re-enter Council Chambers and to resume participation in Council's business with or without conditions.
 42. Persons who are not Council Members or officers or employees of the Municipality shall observe silence and order in the Council Chambers, unless given permission to speak. Any such persons disturbing the proceedings of Council shall be called to order by the Chair and, if they fail to comply, shall be ordered, by the Chair, to be expelled and excluded from the Council Chambers, provided that a majority vote of Council shall be required to sustain the expulsion.
 43. Such member of the public may, by vote of Council, later in the meeting or at a subsequent meeting, be permitted to re-enter Council Chambers with or without conditions.
 44. An order of the Chair to expel a person from the Council Chamber pursuant to sections 40 and 44 of this Policy constitutes a direction from the Municipality to leave the premises for purposes of the *Protection of Property Act* and other applicable laws.
 45. If any question arises that is not provided for by applicable legislation or the foregoing rules, it shall be decided according to the ruling of the Chair, having regard to general principles of parliamentary procedure to the best of the Chair's ability, but the Chair shall not be expected to conform its decisions with parliamentary procedure texts or precedents.
 46. Any of the rules of order may be suspended in its operation by the unanimous consent of the Council Members present.
 47. All previous Council Meetings and Proceedings Policies of the Municipality are hereby repealed.

MOTION CARRIED #17-061

5.3 By-law to Repeal the Springhill and Parrsboro Dog Bylaws

A memo explaining the need and action to approve a motion to approve first reading of the Bylaw to repeal the Springhill and Parrsboro Dog Bylaws

IT WAS MOVED by Councillor Rector seconded by Councillor Rafuse to approve first reading of the Springhill and Parrsboro Dog By-Laws Repeal By-Law.

Municipality of County of Cumberland By-Law 17-XX
Springhill and Parrsboro Dog By-Laws Repeal By-Law

1. All Dog By-Laws of the former Town of Springhill and former Town of Parrsboro are hereby repealed.

MOTION CARRIED #17-062

6. **BUSINESS ISSUES**

6.1 Revenue and Expenditure Report

Director of Finance Andrew MacDonald reviewed the Revenue and Expenditure Report that was included in the meeting material.

6.2 Borrowing Resolution

IT WAS MOVED by Councillor Welton, seconded by Councillor van Vulpen to approve the General Borrowing Resolution as follows:

GENERAL BORROWING RESOLUTION

To authorize the borrowing of certain moneys from the Canadian Imperial Bank of Commerce to meet the current expenditure of the Corporation of the Municipality of the County of Cumberland (hereinafter called "the Corporation") for the year ending March 31, 2018.

WHEREAS it is necessary to borrow the sum of **\$6,000,000 (six million dollars)** from the **Canadian Imperial Bank of Commerce** to meet the new current expenditures of the Corporation until such time as the taxes to be levied therefore can be collected;

BE IT THEREFORE RESOLVED by the Municipal Council of the Corporation as follows:

1. **THAT** the Warden and the Treasurer of the Corporation be, and they are hereby authorized under the seal of the Corporation to borrow from the **Canadian Imperial Bank of Commerce** up to the sum of

\$6,000,000 (six million dollars) as the same may be required from time to time to meet the now current expenditures of the Corporation which said expenditures has been duly authorized by Council; and
 2. **THAT** the said Warden with the Treasurer aforesaid, be, and they are hereby authorized to pay or allow to the said bank, interest on the sum of **\$6,000,000 (six million dollars)** at Prime Rate per annum, which may be paid or allowed in advance by way of discount or otherwise howsoever as they may deem best; and

3. **THAT** the said sum of **\$6,000,000 (six million dollars)** so to be borrowed shall be made payable on or before the 31st day of March, 2018, and the promissory note or notes of the Corporation, if any, given therefore, if made payable before the said 31st day of March, 2018, may be renewed by the said Warden and Treasurer from time to time, but no renewal thereof shall fall due later than the said 31st day of March, 2018; and

4. **THAT** the said promissory note or notes of the Corporation, sealed with the corporate seal and signed by the Warden and Treasurer of the Corporation be given from time to time as required, in security for the amounts borrowed from time to time under the provisions of this resolution; and

5. **THAT** giving of such renewal note or notes, as aforesaid, shall not be deemed satisfaction to the said bank of the said advance or interest, but as evidence only in indebtedness.

MOTION CARRIED #17-063

6.3 Community Economic Development Strategy

The Municipality developed a shared Community Economic Development Strategy in collaboration with the Town of Amherst in 2014, and added a “Logic Model” and measurement tools in 2016. A memo from CED staff requesting direction to update the strategy is in the meeting materials.

It was the consensus of council to direct staff to work in collaboration with the Town of Amherst to update the 2014 shared Community Economic Development Strategy.

6.4 Citizen Appointments – Pugwash Source Water Protection Committee

The Committee requires 3 extra residents to sit as members in order to comply with the mandate of the Committee. The mandate requires one representative from each of the 3 categories: Pugwash & Area Chamber of Commerce, Pugwash Village Commission and the Trails Association.

IT WAS MOVED BY Councillor Rector seconded by Councillor Gilbert to approve Lisa Betts, Peter Finley, and Sheldon Conrad as members on the Pugwash Water Source Protection Committee.

Councillor Rector and Councillor Gilbert agreed to rescind the motion.

MOTION RECIDED #17-064

6.5 Dangerous and Unsightly Update

An update from the Dangerous and Unsightly Administrator was included in the meeting material for the review and information of Council.

6.6 Canine Control/Bylaw Report for January and February

A report from the Canine Control/Bylaw Officer was included in the meeting material for the review and information of Council.

6.7 Internet Meeting Notes

Deputy Warden Fletcher provided meeting notes from an Internet meeting held in Truro on March 6, 2017. These notes were included as part of the meeting material.

6.8 Joggins Fossil Institute Stairs – Tender Award

Councillor Rafuse declared a conflict of interest and left the meeting at 8:09 p.m.

The tender for the JFI stairs has closed and staff distributed a recommendation for award.

IT WAS MOVED BY Councillor McLellan seconded by Deputy Warden Fletcher to award the Tender Beach Access Stairs to Rafuse Construction for the amount of \$67,400.

MOTION CARRIED #17-065

Councillor Rafuse returned to the meeting at 8:12 p.m.

6.9 Cape D'Or Master Plan

IT WAS MOVED by Deputy Warden Fletcher seconded by Councillor Gilbert to award the RFP- MCC-1702 Cape D'Or Master Plan to Uplands Planning & Design Studio of Halifax, in the amount \$43,460 plus tax.

MOTION CARRIED #17-066

6.10 Fire Marquis

Councillor Rector reminded Council of the potential for the fire departments to recoup from insurance companies, a portion of the cost incurred when fighting fires and asked that the municipality move on this.

It was the direction of Council for the Fire Protection Services Coordinator to move forward with the necessary work to initiate this project.

7. INFORMATION ITEMS

7.1 UNSM Expression Of Interest
Provided as an information

7.2 UNSM Regional Meeting
Provided as an information

8. ADJOURNMENT

8.1 The Queen

The meeting was adjourned at 8:23 p.m. The Queen was sung.

Warden Alison Gillis

Municipal Clerk Brenda Moore