

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

Warden Al Gillis called the November 16, 2016, Council session of the Municipality of the County of Cumberland to Order at 2:50 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 Chase, Councillor vanVulpen, Warden Gillis, Councillor Welton, Councillor Palmer, Councillor Rector, Councillor Gilbert, Councillor McLellan, Deputy Warden Fletcher, Councillor Williams, Councillor Jackson, and Councillor Rafuse

Staff present: Rennie Bugley, CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Engineering and Operations; Allie MacLean, Strategy, 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 addition(s)/deletion(s):

Addition(s):	2.3(iii)	Ongoing action list
	3.4	Pugwash Water Project - Mills Property
	5.1(i)	McCarron Brook Property
	6.11	Budget Issue – Clock

Deletions	2.4	Conflict of Interest Policy - David McNairn
	2.5	Public Hearings

2.2 Approval of Minutes October 5 and November 2, 2016

The minutes of the October 5, 2016 Council Meeting and the November 2, 2016 Council Meeting were approved as circulated.

IT WAS MOVED by Councillor Jackson, seconded by Deputy Warden Fletcher to approve the minutes of the October 5, 2016 Council meeting minutes.

MOTION CARRIED #16-219

IT WAS MOVED by Councillor Rafuse, seconded by Councillor Welton to approve the minutes of the November 2, 2016 Council meeting minutes.

MOTION CARRIED #16-220

2.3 Business Arising from the October 5, 2016 and the November 2, 2016 Council Meetings

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

2.4 Delegations, Presentations, Petitions, Proclamations

There are no presentations for today's meeting.

2.5 Public Hearings

There are no public hearings for today's meeting.

3. **STRATEGIC PRIORITIES ISSUES**3.1 Fire Protection Services Strategy

A Fire Protection Service (FPS) Report was included in the meeting material Fire Protections Services Coordinator Mike Carter was in attendance to provide an update on the Fire Protection Service (FPS) and to respond to questions from Councillors. Mr. Carter enhanced his report review for Councillors with a power point presentation.

3.2 Capital Projects Update

Director of Engineering and Operations, Justin Waugh-Cress reviewed a capital projects report which included an update on the Pugwash Water Supply, Springhill Paving, Springhill Downtown Infrastructure Renewal Project, and the Parrsboro Wastewater Treatment Plant and System Expansion, as well as the approved 5 year Capital Investment Plan.

3.3 Parrsboro Transition

A synopsis sheet regarding Parrsboro transition issues, which was provided in the meeting package, was discussed. In addition to these issues, Council was also informed Staff are revising position descriptions and salary scales and we have had a number of meetings with the staff of the former Town of Parrsboro. An official welcome has been forwarded to the Parrsboro staff and a media release was issued. In the meeting the CAO provided an update on the completion of reports and the issuing of T4s for the former Town of Parrsboro; also the financial statements should be completed next week for Parrsboro's audit.

3.4 Pugwash Water Project - Mills Property

IT WAS MOVED by Councillor Gilbert, seconded by Councillor Rector to pay Christopher Mills an additional \$12,000 upon his signing the necessary releases to achieve a settlement in this land purchase.

MOTION CARRIED #16-221

4. **MAJOR ORGANIZATIONAL ISSUES**4.1 Municipal And Other Authorities Pension Plan Transfer Act

The Province introduced the Municipal and Other Authorities Pension Plan Transfer Act on November 1, 2016. When approved, this legislation will permit Municipalities to transfer their pension plans to the Public Service Superannuation Plan. Staff will review the draft legislation and provide a report with recommendations at a future meeting.

ACTIONS: Future Report to Council.4.2 Bill 59 Accessibility Act

Bill 59 Accessibility Act was tabled by the Province on November 2, 2016. This Act includes requirements for Municipalities. Staff will review the legislation and provide a report to Council at a future council meeting

4.3 Divestiture of Municipally Owned Properties

A memo regarding this initiative is included in your package, with 2 recommendations regarding committee membership and the Divestiture Policy. Stephen Ferguson spoke to the need to rewrite the policy and issues surrounding the type of committee to be formed. This item will be dealt with at the next council meeting

4.4 Reserve Fund Projections

Staff included a Projected Reserve Fund Summary in the meeting package. This summary includes Operating, Capital, Springhill Water, Depreciation, Community Center and Gas Tax Funds. This has been done in parts to alleviate some Councillors concerns that municipal mergers will deplete reserve funds. These projections indicate a healthy reserve fund position in 2020/2021. Director of Finance Andrew MacDonald spoke to Council on this summary. Andrew responded to some questions from Council.

4.5 Doctor Shortage in Springhill

Councillors Williams brought forward the issue of doctor shortages in Springhill. Councillor Jackson provided details of efforts the Health Authority are taking to improve the situation.

5. **ORGANIZATIONAL POLICY/BY-LAW ISSUES**5.1 Divestiture of Municipally Owned Properties

Tabled until the next meeting

5.1(i) McCarron Brook Property

The options provided by David McNairn at the in camera meeting were discussed.

IT WAS MOVED BY Councillor McLellan, seconded by Councillor Chase to prepare a RFP for campground development and lease on the McCarron Brook property.

MOTION CARRIED #16-222

5.2 Fees Policy

IT WAS MOVED by Deputy Warden Fletcher, seconded by Councillor Welton, to give notice that Council will consider adoption of the Fees Policy at the next Council meeting.

MOTION CARRIED #16-223

5.3 Ice Related Activities Protective Helmet Policy

IT WAS MOVED by Councillor vanVulpen, seconded by Councillor Williams, to give notice that Council will consider adoption of the Ice Related Activities Protective Helmet Policy at the next Council meeting.

MOTION CARRIED #16-224

Ice Related Activities Protective Helmet Policy

1. Except for the exceptions listed in 4 and 5 of this policy, the mandatory wearing of a Canadian Standards Association (CSA) approved protective helmet for protection and safety during ice skating activities is mandatory for ALL participants, at the Richard Calder Arena and Springhill Community Outdoor Skating Rink. This is an important initiative for the Municipality of Cumberland, user groups and the public at large.
Policy Statement
2. This policy was implemented for the safety and wellbeing of all users while participating in ice skating activities at the Richard Calder Arena and Springhill Community Outdoor Skating.

Policy

3. All participants during ice related activities at the Richard Calder Arena and Springhill Community Outdoor Skating shall wear a CSA approved protective helmet for ice sports.

This policy will be clearly posted with the other established regulations for activities and placed at the entrance of the Richard Calder Arena and Springhill Community Outdoor Skating.

Exceptions

4. Figure Skating competitors who are registered with Skate Canada and have successfully completed the CanSkate Program are exempt from wearing a protective helmet while competing in a sanctioned event, as standard practice in the sport which is sanctioned by Skate Canada and Skate NS.
5. During organized hockey games at the Richard Calder Arena coaches and team staff are exempt from wearing a protective helmet moving to and from the player benches. Coaches and staff members must use the doors closest to the player benches, thereby not completely crossing the ice. Constant contact must also be made with the arena boards at all times.

6. **BUSINESS ISSUES**6.1 UNSM Conference and Annual Meeting

Councillors interested in attending the UNSM Annual Meeting this month are Mary Anne Jackson, Norman Rafuse, Barbara Palmer, Al Gillis and Joe vanVulpen.

6.2 Councillor Orientation

Councillor Rafuse, Councillor Williams, and Councillor Jackson provided feedback on the councillor orientation sessions held in Truro.

6.3 Grant Requests

IT WAS MOVED BY Deputy Warden Fletcher, seconded by Councillor Welton to provide the Advocate District High School Student Council with a grant of \$250. From District 10 Local Grant Funds

MOTION CARRIED #16-225

IT WAS MOVED BY Councillor McLellan, seconded by Councillor Jackson to provide the River Hebert Church of St. Paul with a grant of \$1,000. From District 9 Local Grant Funds

MOTION CARRIED #16-226

IT WAS MOVED BY Deputy Warden Fletcher, seconded by Councillor Gilbert to provide the Fundy Youth Soccer Club with a grant of \$4,050 from the Annual Grants Fund.

MOTION CARRIED #16-227

IT WAS MOVED BY Councillor Rector, seconded by Councillor Palmer to provide the Oxford Regional Educational Centre Home and School with a grant of \$3,260. With \$1,630 to be taken from District 6 and \$1,630 from District 7 Local Grants Funds.

MOTION CARRIED #16-228

IT WAS MOVED BY Deputy Warden Fletcher, seconded by Councillor Gilbert to provide the Royal Canadian Legion Ladies Auxiliary, Parrsboro Branch 45 with a grant of \$500. With \$250 from District 8 and \$250 from District 10 Local Grant Funds.

MOTION CARRIED #16-229

IT WAS MOVED BY Councillor Welton, seconded by Deputy Warden Fletcher to provide the Royal Canadian Legion Ladies Malagash Branch 97 with a grant of \$3,000 from District 5 Local Grant Funds.

MOTION CARRIED #16-230

IT WAS MOVED BY Councillor Welton, seconded by Councillor McLellan to provide the Wallace Country Christmas Committee with a grant of \$400 from District 5 Local Grant Funds.

MOTION CARRIED #16-231

6.4 FCM Board Vacancy

No Councillor expressed an interest in serving on this board.

6.5 Municipal Awareness Week

Municipal Awareness Week is November 21, 2016. Allie MacLean provided an update on this initiative.

Warden Gillis read the following Municipal Awareness Week Proclamation

Municipal Awareness Week Proclamation

WHEREAS municipal government is responsible for the provision of services that enhance the quality of life of its citizens; and

WHEREAS dedicated mayors, wardens, councillors, and staff are essential for the effective governance of their municipalities; and

WHEREAS citizen involvement is essential for an active community; and

WHEREAS it is fitting and proper to recognize and encourage the contribution of all who work diligently for the improvement of municipalities;

THEREFORE BE IT PROCLAIMED that the week of November 21-25, 2016 be known as Municipal Awareness Week in municipalities in Nova Scotia in recognition of the vital role of municipal government and in recognition of all whose efforts support it.

Warden, Al Gillis

6.6 Grant Programs

A finance report indicating budgeted and year to date expenses to October 31, 2016 was provided in the meeting materials. This financial report included the Annual Grant, Local District Grants, Regional Grant, Scholarship and Subdivision Reserve Fund Balances.

- 6.7 Letter of Condolences
Councillor Williams requested that the Municipality send letters of condolences to any municipality that experiences a mining disaster. The CAO assured Councillor Williams he would work with him on drafting a letter.
- 6.8 Tax Collection Report
Director of Finance Andrew MacDonald reviewed the report for Council.
- 6.9 Tipping Fees
Deputy Warden Fletcher provided information on a situation in Advocate where the local Development Association has helped a local family clean up their property and they are requesting Council pay the tipping fees for disposal of the waste collected during this clean up.

IT WAS MOVED BY Deputy Warden Fletcher seconded by Councillor Welton that the Municipality pay the tipping fees on a dumpster used for the cleanup of a County resident's property in Advocate.

MOTION CARRIED #16- 232

- 6.10 Budget Issue – The Clock
Councillor Gilbert would like to have any expenditure that may be deemed excessive brought back to Council for approval. In his opinion the cost of repairing the clock on the Municipal building in Springhill was excessive. CAO Rennie Bugley addressed the procedure for staff authorizing budgeted expenses.
7. **INFORMATION ITEMS**
- 7.1 Sponsorship Update
A report documenting Municipal sponsorships to date was provided in the meeting material. This report indicates that \$3,045 of the 2016/2017 \$12,000 annual budget has been spent.
- 7.2 New Wells and Cisterns
The Province has introduced changes to the Municipal Government Act (MGA) that will provide authority to Council to lend money for new wells and cisterns. These loans would be added to property taxes and repaid over a maximum of 20 years. This will require a Municipal Bylaw and be administered with the Property Assessed Clean Energy (PACE) Program.
- 7.3 Administrative Tasks – Post Election
There are two memos in your package regarding administrative tasks / responsibilities post 2016 election for information purposes.
- The CAO requested Councillors to compile a list of any concerns that were relayed to them by residents during the last election and forward it to the administrative staff.
8. **ADJOURNMENT**
- 8.1 The Queen
The meeting was adjourned at 5:05 p.m. and The Queen was sung.

Warden Alison Gillis

Municipal Clerk Brenda Moore