



PUBLIC COUNCIL SESSION

AGENDA PACKAGE

For the meeting of

Date: Wednesday, April 21, 2021

Time: 6:00 p.m.

Place: Zoom Meeting

AGENDA PACKAGE

PUBLIC COUNCIL

Date: April 21, 2021

Time: 6:00 p.m.

ZOOM MEETING

1. CALL TO ORDER

1.1 Territorial Acknowledgement

We acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people

1.2 Roll Call

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda

2.2 Approval of Minutes

- i) Approval of the April 6, 2021 Special Council Minutes
- ii) Approval of the April 7, 2021 Council Minutes

2.3 Business Arising

April 7, 2021 Council Session

2.4 Public Hearing(s)

Amendment to Land Use Bylaw to rezone PID 25360272, 768 Tidnish Head Road, Tidnish Cross Roads

Staff have provided the background on the request for an amendment to the Land Use Bylaw to rezone PID 25360272, 768 Tidnish Head Road, Tidnish Cross Roads. First Reading was approved by Council at a previous Council session. Today will be the public hearing on this matter.

Action: Motion to hold Second Reading of this Amendment to the Land use Bylaw at the May 5, 2021 Council session

3. STRATEGIC PRIORITIES ISSUES

3.1 Joint Community Economic Development Strategy

At a recent Joint Council meeting, Council was presented the Joint Community Economic Development Strategy. Staff are now requesting approval of the Strategy.

Action: Approval of the Joint Community Economic Development Strategy

4. MAJOR ORGANIZATIONAL ITEMS

There are no major organizational items for this meeting.

5. **ORGANIZATIONAL POLICY/BYLAW ITEMS**

5.1 Development Agreement for PID 25223686, 14 Chambers Blvd., Parrsboro – SECOND READING

Staff have provided the background on the request for a Development Agreement for PID 25223686, 14 Chambers Blvd, Parrsboro. First Reading and Public Hearing on this matter were approved by Council at previous Council sessions. Today will be the Second Reading on this matter.

Action: Motion to approve Second Reading of this Development Agreement

5.2 Reimbursement Policy for Council and the CAO

In your package you will find an amended Reimbursement Policy for Council and the CAO. There was an addition to number 26 in the Policy.

Action: Motion to give Notice of Intent to Consider Adoption of the Reimbursement Policy for Council and the CAO at the May 5, 2021 Council meeting

5.3 Repeal of the Springhill Bylaws – First Reading

The Policy and Bylaw Committee have reviewed a number of former Town of Springhill Bylaws. In your package is a Bylaw to repeal these old Bylaws, which staff would recommend Council give First Reading to.

Action: Motion to approve First Reading of the Bylaw to Repeal the Springhill Bylaws

6. **BUSINESS ISSUES**

6.1 Summer Recreation Supervisors – Budget Approval

A memo from the Manager of Recreation Programs and Services regarding the hiring and budget for the Summer Recreation Supervisors.

Action: Discussion and Motion to approve the hiring of Summer Recreation Supervisors and the budget needed to cover their wages.

6.2 Parrsboro Lions Recreation Centre

A memo from the Manager of Recreation Programs and Services regarding usage of the Parrsboro Lions Recreation Centre for summer programming.

Action: Discussion and Motion to approve the budget needed to cover the cost to utilize and rent the Parrsboro Lions Recreation Centre.

6.3 Tax Sale Update

Our Tax Account Supervisor has provided a written update regarding the recent Tax Sale.

Action: Review and discussion

6.4 Youth Council

Councillor Houghtaling would like Council to consider the inception of a Youth Council. In order to understand what our youth need to consider for them to stay here in Cumberland County, we as County Council need to make sure their voices are heard. Councillor Houghtaling has been in contact with the Town of Amherst who has a very successful Youth Town Council and has reviewed their Policy as well. Should Council agree to pursue a Youth Council, Councillor Houghtaling would also like a draft Youth Council Policy to be reviewed by the Policy and Bylaw Committee for recommendation to Council.

Action: Motion to create a Youth Council and to have the Policy and Bylaw Committee review the draft Youth Council Policy, make any necessary changes and submit that Policy to Council for approval

6.5 Meeting Times

Council would like discussion on the amendment of our meeting times.

Action: Discussion and direction to staff regarding implementation of new meeting times

7. **INFORMATION ITEMS**

There are no information items for this meeting.

8. **ADJOURNMENT**

In March of 2020, in response to the Covid 19 Pandemic, the Minister of Municipal Affairs and Housing declared that Municipal Councils will not meet in person but will instead hold virtual meetings. Under this order Council of the Municipality of the County of Cumberland held Council video meetings via Zoom. This meeting was also streamed live on Facebook.

2.2 i)

1. CALL TO ORDER

1.1 Roll Call

Mayor Scott acknowledged that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people and called the April 6, 2021 Special Council session of the Municipality of the County of Cumberland to Order at 6:00 p.m.

Brenda Moore, Municipal Clerk called the roll with the following members of Council present: Mayor Murray Scott, Councillor Fred Goud; Councillor Rod Gilroy, Councillor Jennifer Houghtaling, Deputy Mayor Kathy Redmond, Councillor Angela McCormick, Councillor Mark Joseph, Councillor Dale Porter, Councillor Carrie Goodwin.

Staff present Allie McCormick, Acting CAO; Andrew MacDonald, director of Finance; Justin Waugh-Cress Director of Engineering and Operations; Steve Ferguson, Director of Community Development; Shelley Hoeg Communications/Executive Assistant to the CAO; Amanda MacLeod, Sustainable Communities Marketing Officer; and Brenda Moore, Municipal Clerk who recorded the meeting.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda

IT WAS MOVED by Councillor Gilroy seconded by Councillor Porter to approve the agenda as presented

**No Objections
MOTION CARRIED**

3. STRATEGIC PRIORITIES ISSUES

There are no Strategic Priority Issues for this meeting

4. MAJOR ORGANIZATIONAL ISSUES

4.1 Chief Administrative Officer

IT WAS MOVED by Councillor Joseph seconded by Deputy Mayor Redmond to approve the recommendation of the CAO Hiring Committee to hire Greg Herrett for the position of CAO of the Municipality of the County of Cumberland on a 5-year contract with an all-inclusive annual compensation package of \$170,000, with a start date of April 19, 2021.

**No Objections
MOTION CARRIED**

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

There are no Organizational Policy/By-Law Issues for this meeting.

6. BUSINESS ISSUES

There are no Business Issues for today's meeting

7. INFORMATION ITEMS

There are no Information Items for this meeting.

8. ADJOURNMENT

8.1 Adjournment

On motion by Councillor Gould seconded by Councillor Gilroy the meeting was adjourned at 6:06 p.m.

Mayor Murray Scott

Municipal Clerk Brenda Moore

In March of 2020, in response to the Covid 19 Pandemic, the Minister of Municipal Affairs and Housing declared that Municipal Councils will not meet in person but will instead hold virtual meetings. Under this order Council of the Municipality of the County of Cumberland held Council video meetings via Zoom. This meeting was also streamed live on Facebook.

2.2 ii)

1. CALL TO ORDER

1.2 Roll Call

Mayor Scott acknowledged the Municipality of the County of Cumberland is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people. The Mayor called the April 7, 2021 Council session of the Municipality of the County of Cumberland to Order at 6:00 p.m.

Brenda Moore, Municipal Clerk called the roll with the following members of Council present: Mayor Murray Scott, Councillor Fred Goud; Councillor Rod Gilroy, Councillor Jennifer Houghtaling, Deputy Mayor Kathy Redmond, Councillor Angela McCormick, Councillor Mark Joseph, Councillor Dale Porter, Councillor Carrie Goodwin.

Staff present Allie McCormick, Acting CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Operations and Public Works; Amanda MacLeod, Sustainable Communities Marketing Officer; Shelley Hoeg, Communications/Executive Assistant to the CAO; Will Balser, Junior Planner; and Brenda Moore, Municipal Clerk who recorded the meeting.

Media present in the meeting: Bill Martin Six Rivers News; Darrell Cole, Saltwire Network; and Alain Couture, Parrsboro Community Radio.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda

The agenda was approved with the following addition and deletion:

Addition

6.4 Rodent Infestation and Garbage Issue in Springhill

Deletions

4.1 2021/22 Capital Investment Plan

IT WAS MOVED by Councillor Gilroy seconded by Councillor Houghtaling to approve the agenda as amended.

**No Objections
MOTION CARRIED**

2.2 Approval of the Minutes

IT WAS MOVED by Councillor Joseph seconded by Councillor Gould to approve the minutes of the March 17, 2021 Council meeting.

**No Objections
MOTION CARRIED**

IT WAS MOVED by Councillor Porter seconded by Councillor Gould to approve the minutes of the March 24, 2021 Council meeting.

**No Objections
MOTION CARRIED**

2.3 Business Arising

Council was brought up to date on the business arising from the March 17, 2021 meeting and the ongoing business arising.

2.4 Public Hearing(s)

Development Agreement for PID 25223686, 14 Chambers Blvd., Parrsboro

Councillor Goodwin declared a conflict of interest at 6:14 p.m. and was put on hold in the Zoom meeting

Mayor Scott called the Public Hearing to order at 6:18 p.m. Will Balser, Junior Planner, provided the background on the request for a Development Agreement for PID 25223686, 14 Chambers Blvd, Parrsboro Mayor Scott asked if there were any submissions from the public or the applicant. The following is the only submission received:

Dear Planning Dept., Mayor and Council,
 I would like to start with saying this is the third time I have been excited that there is a proposed development on this property. On May 24/16 the Town of Parrsboro approved a development agreement with the same owner. Then on May 17/17 the County of Cumberland approved a development agreement with the same owner. Only this time there was a condition, the Municipality had to run sewer line from King Street to Chambers Blvd. The sewer line was installed but still no Development! Today, Attempt Three, the project is 3 times larger with 48 living units. Hopefully this is followed through and completed. Now that there are 48 new units being proposed on the new sewer. With the Local Improvement Charge of \$2,200,000 being absorbed by the 445 residents and businesses at \$4,941 each. I propose that the Developer is changed at the signing of this agreement 48 Local Improvement Charges! In doing so would change the total Local Improvement users to 493 units and should change the unit charge to \$4462. Again, I am in favour of this development, but I am also in favour of being fair to the Residents having to Pay the Local Improvement Change!
 Thank You / Kind Regards,

Justin Waugh-Cress answered the questions regarding the charges under Local Improvement By-Law.

The Mayor asked if Council had any questions or comments. Hearing none the Mayor closed the Public Hearing at 6:20 p.m.

IT WAS MOVED by Councillor Gilroy seconded by Councillor Houghtaling to hold Second Reading of this Development Agreement at the April 21, 2021 Council session.

**No Objections
 MOTION CARRIED**

Councillor Goodwin returned to the meeting at 6:21 p.m.

3. STRATEGIC PRIORITIES ISSUES

3.1 Organizational Communications and Public Relations Plan.

IT WAS MOVED by Councillor Goodwin seconded by Councillor McCormick to approve the Organizational Communications and Public Relations Plan.

**No Objections
 MOTION CARRIED**

3.2 Cumberland Joint Services Management Authority Budget

The Draft CJSMA budget was included in the meeting material for Council’s review and discussion. Director of Finance, Andrew MacDonald addressed this item with council.

4. MAJOR ORGANIZATIONAL ISSUES

4.1 2021/22 Capital Investment Plan

This item was deleted from the agenda.

4.2 Spring Debenture

At the December 16, 2020 Council session Council approved a temporary borrowing resolution in the amount of \$482,309 on behalf of Sunset.

IT WAS MOVED by Deputy Mayor Redmond seconded by Councillor Gilroy to approve the Pre-Approval Subject to Interest Rate Resolution.

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the “Act”) provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs (the “Minister”), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Municipal Finance Corporation Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on December 16, 2020.

BE IT THEREFORE RESOLVED THAT under the authority of Section 91 of the *Municipal Government Act*, the *Municipality of Cumberland* borrow by the issue and sale of debentures a sum or sums not exceeding **\$482,309** , for a period not to exceed **20** years, subject to the approval of the Minister; **THAT** the sum be borrowed by the issue and sale of debentures of the *Municipality of Cumberland* in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 5.5%; **THAT** the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually; **THAT** this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

**No Objections
MOTION CARRIED**

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

5.1 Public Highway Signage Bylaw – First Reading

IT WAS MOVED by Councillor Joseph seconded by Councillor McCormick to approve First Reading of the Public Signage Bylaw and to direct staff to advertise a Public Hearing of this item at the May 5, 2021 Council session.

Public Highway Signage By-Law

General:

1. This By-Law is entitled the “Public Highway Signage By-Law”.
2. This By-Law is made pursuant to the provisions of Section 49A of the *Public Highways Act*.
3. Nothing in this By-Law is intended to limit or change the application of the Municipality’s Land Use By-Law.
4. Should any section of this by-law be declared by a court of competent jurisdiction as ultra vires or illegal for any reason, the remaining parts shall nevertheless remain valid and binding and shall be read as if the offending section or part has been struck out.
5. Should the provisions of this by-law be found to conflict with any provisions of any other by-law of the municipality, the provisions of the by-law providing the greater degree of safety shall prevail.

Definitions:

6. In this By-Law:
 - a. “Municipality” means the Municipality of the County of Cumberland;
 - b. “Council” means the Council of the Municipality;
 - c. “Public Highway” means a roadway vested in Her Majesty in right of the Province of Nova Scotia, and for clarity includes the full width of the roadway, including what is commonly referred to as the “public right of-way”. As set out in section 15 (1) of the *Public Highways Act*, a Public Highway is deemed to be at least 20.1168 metres in width until the contrary is shown; and
 - d. “sign” means a structure or device used to advertise or draw attention to any product, place, person, business, institution, or organization, including any directional or way- finding purpose, and including any posts or other material installed to support the sign. Signs placed by, or under the authority of, the Province of Nova Scotia or the Municipality are not subject to this By-Law.

Purpose:

7. The purpose of this By-Law is to eliminate or reduce unsightly accumulations of signs within designated portions of Public Highways in the Municipality.
8. The intention is to protect the scenic beauty along the public and private roads in Cumberland County, promote vehicular and pedestrian safety, and provide for sign advertisement in a uniform and consistent manner where Council has determined that it is warranted.

Interpretation:

9. This By-Law does not apply to:
 - a. any part of a highway that has been designated as a controlled access highway under section 21 of the *Public Highways Act*;
 - b. signs placed by, or under the authority of, the Province of Nova Scotia or the Municipality; and
 - c. campaign signs during an election or plebiscite in the area in which the sign is located or any sign specifically exempted under section 49 of the *Public Highways Act*.

Signs Prohibited

- 10. Signs, including existing signs, are prohibited within the sections of Public Highway designated in Schedule “A” of this By-Law.

Removal of Signs

- 11. Any sign existing within the sections of Public Highway designated in Schedule “A” of this By-Law at the time it becomes effective shall be posted with a notice indicating that the sign will be removed by the Municipality after thirty days, unless the sign is first removed by the owner. When the notice period has elapsed, the sign may be removed by the Municipality.
- 12. Any sign placed in contravention of this By-Law may be removed by the Municipality without notice.
- 13. Any signs removed by the Municipality will be destroyed. The Municipality is not responsible for any losses or damages suffered by the owner of a sign as a result of the sign being removed and destroyed.

Administration and Enforcement

- 14. The Municipality’s Engineer or designate is authorized and responsible to take any action or perform any work required to implement and achieve the purpose of this By-Law. The Engineer or designate may retain and direct the services of third parties in order to carry out work and exercise authority as set out in this By-Law.
- 15. This By-Law comes into force upon approval by the Minister of Transportation and Infrastructure Renewal, and upon publication.

Schedule “A”

All that section of Fort Lawrence Road, Cumberland County extending 150m in either direction from the intersection with Trunk 2, (also known as Old Trunk 2 and Highway 2); and also Trunk 2, in Fort Lawrence, from its intersection with the Fort Lawrence Road, south to the limits or boundary of the Town of Amherst, are hereby designated for the purposes of the Public Highway Signage By-Law of the Municipality of Cumberland.

**No Objections
MOTION CARRIED**

- 5.2 Amendment to Land Use Bylaw to rezone PID 25172917, 689 Kerrs Mill Road, Kerrs Mill – First Reading

IT WAS MOVED by Deputy Mayor Redmond seconded by Councillor Porter to approve First Reading of the amendment to the Land Use Bylaw to rezone PID 25172917, 689 Kerrs Mill Road from Country Residential to Commercial Recreation and to direct staff to advertise Public Hearing for this item for the May 19, 2021 Council session.



**No Objections
MOTION CARRIED**

- 5.3 Council meetings and Proceedings Policy

IT WAS MOVED by Councillor Joseph seconded by Councillor Gilroy to provide Council Notice of Intent to consider the Council Meetings and Proceedings Policy for adoption at the April 21, 2021 Council session.

**Municipality of Cumberland Policy 21-XX
Council Meetings and Proceedings Policy**

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) "Committee of the Whole" means a committee consisting of all of the Councillors;
 - (5) "Council" means the Council of the Municipality;
 - (6) "Council Member(s)" include(s) the Mayor unless the context indicates otherwise;
 - (7) "majority" means more than one half of those present, unless the context indicates otherwise;
 - (8) "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) 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 Mayor, owing to unforeseen circumstance, provided the Mayor 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 Mayor, owing to unforeseen circumstances, provided the Mayor 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 e- mail) to each Council Member.
8. Within 30 days following the first meeting of Council after a municipal election or by-election, the Municipality will provide each elected Councillor and the Mayor an official Municipal email address and a cell phone which the Council Member will maintain and use for conducting Council business, the Council Member will be expected to check these at least once per day. the Council Member shall also be responsible for checking the mailbox assigned to the Council Member and marked with the Council Member's name located at the E D Fullerton Municipal Building. The Council Member shall be deemed to have received any notice within one business day of its being sent pursuant to this section.
9. Subject to section 6, notice of meeting shall be provided to the public by posting a "Notice of Council Meeting" containing the time, date, and place of the meeting on the outer doors leading to the main lobbies of the Municipal Service Centres in Upper Nappan, Springhill, and Parrsboro; and on the Municipality's web site and social media accounts.

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) Read the territorial acknowledgement -The Municipality of the County of Cumberland acknowledges that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.
 - (3) 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;
 - (4) receive and submit to Council motions properly presented by a Council Member;
 - (5) 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;
 - (6) decline to put to a vote, a motion which infringes upon the rules of procedure;
 - (7) restrain the Council Members, when engaged in debate, within the rules of conduct of debate;
 - (8) enforce on all occasions, the observance of order and decorum;
 - (9) 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;
 - (10) inform the Council when necessary, or when referred to, on a point of order;
 - (11) permit the CAO to speak on any point upon request;
 - (12) permit proper questions to be asked through the Chair of any official or employee of the Municipality, to provide information to assist any debate;
 - (13) 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
 - (14) 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 and Committee of the Whole 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 Territorial Acknowledgement
 - 1.2 O Canada
 - 1.3 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 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 Council 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.

Committee of the Whole Meetings

1. Council hereby establishes a Committee of the Whole, consisting of all the councillors, to meet on the third Wednesday of each month except that there shall be no meeting during the month of August.
2. Council or Committee of the Whole may cancel or re-schedule a meeting of the Committee of the Whole, providing the public is given at least three days' notice.
3. The Committee of the Whole will be responsible for all matters which would be of concern to the Municipal Council.
4. Meetings of the Committee of the Whole shall be open to the public, unless the Committee

moves into an In-Camera session which complies with the Municipal Government Act (MGA) (Section 22(2)). The public, with permission from the majority of Council, may address the Committee, with a time limit of ten minutes. This excludes comments on matters where there are existing meeting procedures with First or Second Readings, or other matters that have a public process in place.

5. Staff reports and Councillor's reports shall be presented to the Committee of the Whole.
6. Committee of the Whole will meet for the purposes of discussion and possible recommendation to Council. No formal decisions will be made when the councillors are meeting as Committee of the Whole.
7. Committee of the Whole may, in its discretion, decide not to refer a staff recommendation to Council if the Committee feels that recommendation would not be appropriate at that time.
8. a) The Mayor shall act as chairperson and presiding officer at the meetings of the Committee of the Whole.
(b) In the absence of the Mayor, the Deputy Mayor shall so serve.
(c) In the absence of both the Mayor and Deputy Mayor, the Committee of the Whole may appoint a chairperson from the members present.
9. The Clerk shall keep minutes of the discussions and recommendations of the Committee of the Whole.

Conduct of Meetings: Points of Order

10. 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.
11. 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.
12. 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.
13. 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?"
14. 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.
15. 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.
16. 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.
17. 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.
18. 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.
19. 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.
20. 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.
21. 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.
22. Any of the rules of order may be suspended in its operation by the unanimous consent of the Council Members present.
23. All former Council Meetings and Proceedings Policies of the Municipality are hereby repealed.

**No Objections
MOTION CARRIED**

6. BUSINESS ISSUES

6.1 Volunteer Representative 2021

IT WAS MOVED by Councillor Gould seconded by Deputy Mayor Redmond to recognize Mr. Greg Nix as the Municipality of Cumberland's Volunteer of the Year

**No Objections
MOTION CARRIED**

6.2 Springhill Baseball Field #2 Revitalization Capitol Budget Project Update
This item will be placed back on the Capital Investment Plan prior to the next CIP meeting.

6.3 Summer Programs 2021
IT WAS MOVED by Councillor Joseph seconded by Councillor McCormick to approve the recruitment and hiring process for summer positions.

**No Objections
MOTION CARRIED**

6.4 Rodents
IT WAS MOVED by Councillor Joseph and seconded by Councillor McCormick that in response to the current rodent infestation in the community of Springhill

- **That staff will work with a professional exterminator to set traps in areas with rodent infestations;**
- **That staff work with our solid waste collection contractor to provide an opportunity for residents in the community of Springhill to dispose of excessive garbage that is properly bagged and sorted. After this opportunity to dispose of excessive garbage is provided, By-law enforcement officers will issue clean-up orders, as necessary. A communications plan will be created and implemented as part of this work;**
- **That local Councillors will collaborate with community groups to conduct a litter pick up in the community of Springhill; and**
- **A policy with respect to rodent control shall be prepared for council's consideration so that future concerns of this nature are handled in a fair and consistent manner.**

**No Objections
MOTION CARRIED**

7. INFORMATION ITEMS
There are no Information Items for tonight's agenda.

8. ADJOURNMENT

8.1 Adjournment
On motion by Councillor Gilroy seconded by Councillor Gould the meeting was adjourned at 7:00 p.m.

Mayor Murray Scott

Municipal Clerk Brenda Moore

Development Agreement 14 Chambers Boulevard Parrsboro

DEVELOPMENT AGREEMENT**14 Chambers Boulevard, Parrsboro, NS**

This Agreement made this _____ Day of _____, 2021.

Between

3277041 Nova Scotia Limited. Owner of property located at 14 Chambers Boulevard (PID 25223686). Hereinafter Called the Property Owner
Of the First part

-and-

The Municipality of the County of Cumberland,
a body corporate (hereinafter called the Municipality”
Of the Second part.

WHEREAS the Property Owner wishes to use the portion of the property at 14 Chambers Boulevard (PID 25223686) which is currently zoned Multi-Unit Residential (“the Property”), further described in Schedules A, B and C, for multiple-unit townhouse dwellings; and

WHEREAS the Property is situated within an area designated ‘Residential’ on the Future Land Use Map of the Municipal Planning Strategy (September 2020), and zoned ‘Multi-Unit Residential (RMul)’ on the Zoning Map of the Land Use By-law (September 2020); and

WHEREAS Policies 5-8, and 6-11 of the Municipal Planning Strategy (September 2020) and Section 8.2.4 (a) of the Land Use By-law (September 2020) allow Municipal Council to consider the proposed development on the Property only by Development Agreement; and

WHEREAS the Council of the Municipality of the County of Cumberland at a meeting on the _____ Day of _____, 2021 approved a Development Agreement on the Property, to allow the proposed development, subject to the execution of the Development Agreement by the parties hereto; and

WHEREAS the Property Owner is the owner of the Property:

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the foregoing recitals and for other good and valuable consideration the parties hereto agree as follows:

SCHEDULES

The following attached Schedules shall form part of this Agreement:

- a) Schedule 'A'- Description of Lands
- b) Schedule 'B'- Property Survey Map
- c) Schedule 'C' - Site Plan
- d) Schedule 'D' - Building Elevation Drawings

PERMITTED USES

That the development on the Property shall be limited to:

- a) A maximum of twelve (12) townhouse dwellings with four (4) dwelling units each subject to Schedules C and D attached; and
- b) The existing sports field as shown on Schedule C attached which the Owner shall allow the Municipality to continue to operate; and
- c) Those uses permitted in the underlying zoning by the Land Use By-law, as amended from time to time.
- d) Except as otherwise provided in this Agreement, the provisions of the Land Use By-law, as amended from time to time, apply to any development on the Property.

BUILDING CHARACTERISTICS

- a) The height and massing of the building shall be in reasonable accordance with the elevation drawings as shown in Schedule D.
- b) The exterior design of the building shall be in reasonable accordance with the renderings as shown in Schedule D.

LANDSCAPING

- a) The Property Owner shall submit a detailed landscaping plan to the satisfaction of the Development Officer, prior to the issuance of a Development Permit. The landscaping shall be in reasonable accordance with the submitted landscaping plan. This includes, but is not limited to all trees, shrubs, grassed areas, buffers and non disturbance zones. The planting of native species is strongly encouraged.
- b) Areas not used for structures, solid waste handling, automobile parking and circulation, pedestrian walkways, or other infrastructure shall be landscaped.
- c) Notwithstanding b) above, that area occupied by the current sports field as shown on Schedule C may continue use as a sports field.
- d) Such landscaping shall consist, at a minimum, of sod but may also include decorative grasses, trees, shrubs, flowers, mulch, fountains, ponds, and/or decorative pavers.
- e) A vegetative buffer 1.5m high shall be placed between Main Street and any dwellings.
- f) The setbacks to adjacent properties shall be no less than:
 - i. 8m to Main Street
 - ii. 6m on the south side
 - iii. 6m on the north side; and
 - iv. 6m to the rear of the portion of the property zoned Multi-Unit Residential.
- g) The setbacks between individual dwellings shall be no less than 12m.

Development Agreement 14 Chambers Boulevard Parrsboro

- h) Notwithstanding f) and g), a variance of up to 20% may be considered at the discretion of the Development Officer prior to issuance of a Development Permit.
- i) The Property Owner will be considered in default if any of the required landscaping or buffering is not completed within twelve (12) months of the issuance of an Occupancy Permit.

LIGHTING

- a) The lighting on the property shall be sufficient to promote the safety and security of all users, including but not limited to users of pedestrian walkways and parking.
- b) Any exterior lighting shall be positioned to minimize the illumination of surrounding areas and located so nearby properties and streets are not illuminated to the extent that a hazard or nuisance will result.

PARKING AND ACCESS

- a) The Owner shall be responsible for the design and construction of all lanesways, walkways and parking areas.
- b) The Property Owner shall construct a common private vehicular laneway and pedestrian walkways from Main Street to serve each dwelling.
- c) The Property Owner shall construct driveways that provide vehicular and pedestrian access from the common laneway referred to in a) to each dwelling.
- d) The Property Owner shall maintain and provide snow removal for such laneway and pedestrian walkways.
- e) The Property Owner agrees that the Municipality will not take ownership of, nor maintain in any way, any laneway or walkway.
- f) The Property Owner shall construct a temporary turnaround area sufficient to carry the weight of heavy equipment at the end of the private laneway, to the satisfaction of the Municipal Engineer.
- g) The Property Owner shall provide paved parking areas for each dwelling unit meeting the parking requirements of the Land Use Bylaw.

SIGNAGE

Signage shall not exceed that which is permitted by the Land Use Bylaw.

MAINTENANCE

- a) The Property Owner shall ensure that all buildings on the Property are kept in good repair, and that exposed exterior surfaces are painted or treated as may be necessary, so that the buildings are maintained in a tidy and attractive state.
- b) The Property Owner shall ensure that all retaining walls, lawns, trees, shrubs, gardens, and other landscaping elements are regularly maintained and that any undeveloped, unused portions of the lot are kept in a tidy state and free from unkempt materials or matter of any kind.

SANITARY SEWER AND WATER SERVICES

- a) The Property Owner shall be responsible for the design and construction of all, sanitary sewerage systems, and water distribution systems.
- b) The Property Owner shall provide construction drawings, to the satisfaction of the Municipal Engineer for all sanitary sewerage systems, and water distribution systems prior to construction.
- c) The Property Owner shall provide as-built construction drawings, to the satisfaction of the Municipal Engineer for all sanitary sewerage systems, and water distribution systems following construction.
- d) The Property Owner shall provide easements to the Municipality for access to sanitary sewerage systems, and water distribution systems to the satisfaction of the Municipal Engineer.
- e) The Property Owner agrees that the Municipality will not take ownership of any sanitary sewerage systems, or water distribution system.

STORMWATER MANAGEMENT

- a) The Property Owner shall submit a detailed stormwater management plan to the satisfaction of the Municipal Engineer, prior to the issuance of a Development Permit.
- b) The Property Owner shall ensure that all post-development peak stormwater runoff flows for all development on the Property are equal to or less than pre-development stormwater peak runoff flows for small and large storms, to the satisfaction of the Municipal Engineer.
- c) The Property Owner shall ensure that no stormwater enters Municipal sanitary sewerage systems or is diverted to adjacent properties.

CHANGES AND ALTERATIONS

- a) That the following matters are non-substantive matters which may be changed or altered without a public hearing, but with the written consent of the Development Officer.
 - i. Architectural features of buildings, including dimensions and the location of windows and entrances.
 - ii. Location of site features including but not limited to buildings, landscaping, hard surfaces, parking facilities, turning areas and buffers.
- b) All other matters in this agreement not specified in Subsection 11 a) above or c) below are non-substantive matters which may be changed or altered without a public hearing, but with the written consent of Council, provided that Council determines that the changes do not significantly alter the intended effect of this agreement.

Development Agreement 14 Chambers Boulevard Parrsboro

- c) That the following matters are substantive matters and may not be changed or altered except by amendment to this agreement in the form of a further development agreement incorporating the intended change:
 - i. Permitted Uses other than those outlined in Section 2 or as permitted in the underlying zoning by the Land Use By-law; and
 - ii. A variance of greater than 20% to the setbacks and buffers as outlined in 4 e), f) and g) of this Agreement.
- d) Notwithstanding the foregoing, discharge of this Agreement is not a substantive matter and this Agreement may be discharged by Council at the request of the Property Owner without a public hearing.

APPLICABILITY OF THE AGREEMENT

The Property Owner agrees that the Property shall be developed and used only in accordance with and subject to the terms and conditions of this Agreement.

APPLICABILITY OF THE LAND USE BYLAW AND THE SUBDIVISION BYLAW

Except as otherwise provided in this Agreement, the provisions of the Land Use By-Law and the Subdivision Bylaw as amended from time to time, apply to any development, use or subdivision on the Property.

COMPLIANCE WITH OTHER BY-LAWS AND REGULATIONS

- a) Nothing in this agreement shall exempt or be taken to exempt the Property Owner from general compliance with federal, provincial, and/or municipal statutes, regulations and/or bylaws. This includes complying with other By-laws or Regulations in force with the Municipality, including the Building Code By-law and Subdivision By-law, or from obtaining any Federal, Provincial or Municipal license, permission, permit, authority, or approval required.
- b) The Property Owner shall be responsible for securing all applicable approvals associated with the on-site and off-site servicing systems required to accommodate the development including, but not limited to, sanitary sewer system, water supply system, stormwater sewer and drainage systems and utilities. Such approvals shall be obtained in accordance with all applicable by-laws, standards, policies, and regulations of the Municipality and other approval agencies. All costs associated with the supply and installation of all servicing systems and utilities shall be the responsibility of the Property Owner, unless otherwise agreed upon. All design drawings and information shall be certified by a Professional Engineer or appropriate profession as required by this Agreement or other approval agencies.

CONFLICT

- a) Where the provision of this Agreement conflict with those of any bylaw of the Municipality applicable to the Property (other than the Land Use Bylaw to the extent varied by this Agreement) or any provincial or federal statute or regulation, the higher or more stringent requirements shall prevail.
- b) In case of conflict, the text of the Agreement prevails over the Schedules.

COSTS

The Property Owner is responsible for all costs associated with recording this Agreement in the Land Registration Office. These costs are included in the Development Agreement Application Fee that is collected by the Municipal Fees Policy.

FULL AGREEMENT

This Agreement constitutes the entire agreement and contract entered into by the Municipality and the Property Owner. No other agreement or representation, oral or written, shall be binding.

SEVERABILITY OF PROVISIONS

The provisions of this Agreement are severable from one another and the invalidity or unenforceability of one provision shall not affect the validity or enforceability of any other provision.

INTERPRETATION

- a) Where the context requires, the singular shall include the plural, and the masculine gender shall include the feminine and neutral genders.
- b) In case of conflict, the text of the Agreement prevails over the Schedules.

BREACH OF TERMS OR CONDITIONS

Upon the breach by the Property Owner of the terms or conditions of this Agreement, the Municipality may undertake any remedies permitted by the *Municipal Government Act*, including but not limited to any remedies permitted by section 264 of the *Municipal Government Act*.

TERMINATION OF AGREEMENT

- a) This Agreement shall be in effect until discharged by resolution of the Council of the Municipality pursuant to the Municipal Government Act, whereupon the Land Use By-law shall apply to the Property; and
- b) The Property Owner shall sign this Agreement within 180 calendar days from the date the appeal period lapses, or all appeals have been abandoned or disposed of or the Agreement has been

affirmed by the Nova Scotia Utility and Review Board or the unexecuted Agreement shall be null and void; and

- c) The Municipality may discharge this Development Agreement if the use described herein has not been commenced within twelve (12) months of the date of this Agreement; and
- d) The Municipality may discharge this Development Agreement if construction of the development or the use described herein is discontinued for twelve (12) months or longer; and
- e) In this Agreement, the development is deemed to have been commenced or started when a development permit for any part of the development has been issued; and
- f) The Municipality retains the option of discharging this Development Agreement should any fact provided by the Property Owner to the Municipality constitute a material misrepresentation of the facts; and
- g) This Agreement shall enure to the benefit of, and be binding upon the Municipality and its successors and assigns and shall enure to the benefit of and be binding upon the Property Owner, their heirs, executors, administrators, and assigns, the owner or owners from time to time of the Property, until discharged.

OWNERSHIP

We, the Property Owner, hereby certify that we are the sole owner of PID 25223686, as described in Schedule A, having received the deed from Nova Scotia Business Development Corporation, dated October 15, 2001. We have not disposed of any interest in the property and there are no judgments or other liens or encumbrances affecting the property.

Witness

XXXXX3277041 Nova Scotia Limited

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed by affixing their seals and corporate seals on the day and year first above written.

Witness

XXXXXXX
3277041 Nova Scotia Limited
MUNICIPALITY OF THE COUNTY OF CUMBERLAND

Witness

MURRAY SCOTT, Mayor

Witness

ALLISON MCCORMICK, Acting CAO

AFFIDAVIT (CORPORATE)

I, _____, of _____, Nova Scotia, make oath and say that:

1. I am the _____ of 3277041 Nova Scotia Limited, the "Corporation". Except as otherwise stated I have personal knowledge of the matters to which I have sworn in this Affidavit.
2. I acknowledge that the Corporation executed the foregoing instrument by its proper officer[s] duly authorized in that regard under seal on the date of this affidavit; this acknowledgment is made for the purpose of registering such Instrument pursuant to S.31 (a) of the Registry Act, R.S.N.S. 1989, c.392. or s. 79(1)(a) of the Land Registration Act as the case may be, for the purpose of registering this instrument.
3. The Corporation is a resident of Canada under the Income Tax Act (Canada).
4. The ownership of a share or an interest in a share of the Corporation does not entitle the owner of such share or interest in such share to occupy a dwelling owned by the Corporation.
5. THAT I have authority to execute this instrument on behalf of 3277041 Nova Scotia Limited. and thereby bind the 3277041 Nova Scotia Limited.

SWORN TO at _____

)in the County of _____)

Province of Nova Scotia

3277041 NOVA SCOTIA LIMITED

This _____ day of _____

)A.D. 2021, BEFORE ME:)))

A Notary Public/Commissioner of Oaths for the

Per:

Province of Nova Scotia

My Commission Expires _____

AFFIDAVITS OF EXECUTION

PROVINCE OF NOVA SCOTIA

COUNTY OF CUMBERLAND, NS

ON THIS _____ day of _____ A.D., 2021, before me, the subscriber personally came and appeared _____ a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that **THE MUNICIPALITY OF THE COUNTY OF CUMBERLAND**, one of the parties thereto, caused the same to be executed in its name and on its behalf and its corporate seal to be hereunto affixed in his/her presence.

A COMMISSIONER OF THE SUPREME
COURT OF NOVA SCOTIA

PROVINCE OF NOVA SCOTIA

COUNTY OF CUMBERLAND, NS

ON THIS _____ day of _____ A.D., 2021, before me, the subscriber personally came and appeared _____ a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that **3277041 NOVA SCOTIA LIMITED**, one of the parties thereto, caused the same to be executed in its name and on its behalf and its corporate seal to be hereunto affixed in his/her presence.

A COMMISSIONER OF THE SUPREME
COURT OF NOVA SCOTIA

Development Agreement Schedule A

Description of Lands

Registration County: CUMBERLAND COUNTY

Street/Place Name: Chambers Boulevard /Parrsboro

Title of Plan: Plan of Consolidation and Subdivision Lands of The Parrsboro & Area Industrial Development Commission.

Designation of Parcel on Plan: 91-2

Plan Number: 1619

Registration Date of Plan: April 26, 1991

Saving and excepting Lot 97-1, surveyed by David T. Roberts, in Plan Reference #2618 dated May 5, 1997 containing 2.305 acres, conveyed to Parrsboro Metal Fabricators Limited by deed dated June 18, 1997 and registered in the Registry of Deeds for Cumberland County on June 27, 1997 in Book 666 Page 334-338.

Also Saving and Excepting Lot No. 97-2, surveyed by David T. Roberts, in Plan Reference # 2641 dated June 9, 1997 containing 1.0 acres, conveyed to Rafes Construction Limited by deed dated July 31, 1997 and registered in the Registry of Deeds for Cumberland County on September 10, 1997 in Book 670 Page 360-363.

Burden One: Subject to restrictive covenants described in Book 753 at Page 264.

Burden Two: Subject to a utility (sewerage) easement described in a deed registered in the Registry of Deeds for Cumberland County on July 3, 1947 in Book 42 at Page 139.

Burden Three: Subject to an easement! right of way as described in a deed registered in the Registry of Deeds for Cumberland County on July 3, 1947 in Book 42 at Page 139.

MGA Compliance Statement: This parcel complies with the subdivision provisions of Part IX of the *Municipal Government Act*.

*** *Municipal Government Act*, Part IX Compliance ***

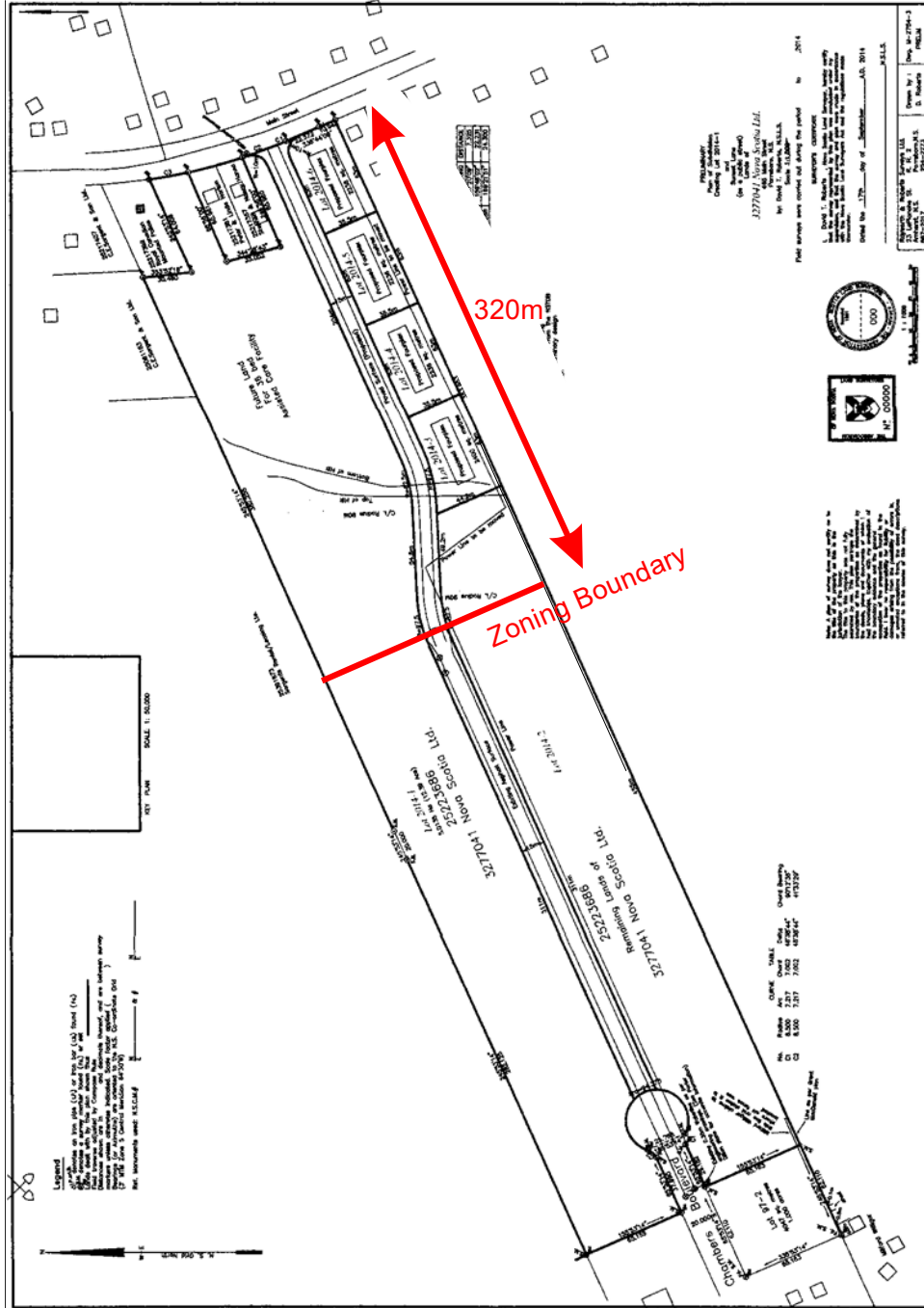
Compliance:

The parcel is created by a subdivision that has been filed under the Registry Act or registered under the Land Registration Act.

Development Agreement 14 Chambers Boulevard Parrsboro

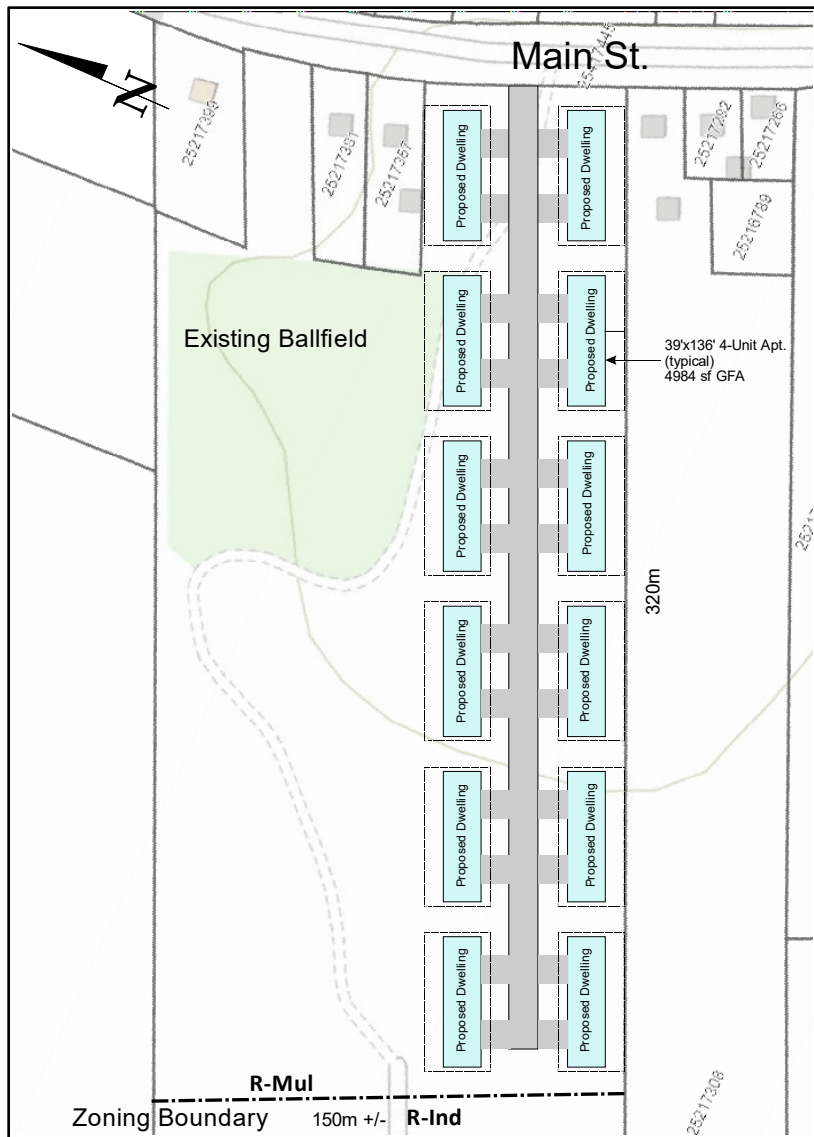
Development Agreement Schedule B

Property Survey Map



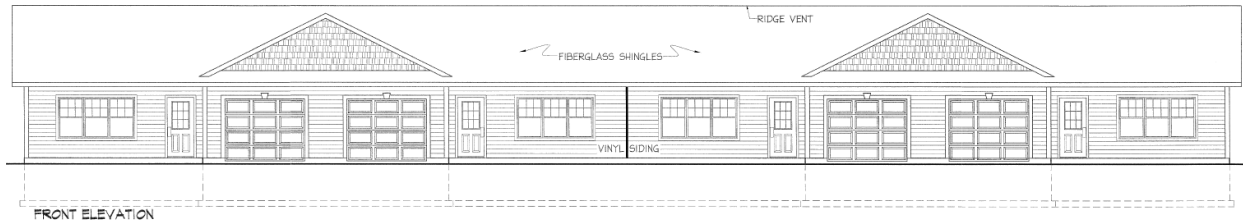
Development Agreement Schedule C

Site Plan



Schedule D

Building Elevation



MUNICIPALITY OF THE COUNTY OF CUMBERLAND
ACTION LIST
Public Council Meeting
April 7, 2021

<u>Action List from The Wednesday, March 3, 2021</u> <u>Public Council Meeting</u>	<u>Responsibility</u>	<u>Completion</u>
1. Complete and distribute Action List.	Shelley	Completed
2. Complete Minutes.	Brenda	Completed
3. Hold Second Reading of Development Agreement for PID 25223686, at 14 Chambers Boulevard, Parrsboro	Will Shelley	On April 21 st Agenda
4. Follow up on the approval of the Pre-Approval Resolution subject to interest rate, for Sunset Industries Inc.	Andrew	
5. Follow up on the approval of the approval of the Organizational Communications and Public Relations Plan.	Staff	Ongoing
6. Advertise and Hold Public Hearing for Public Highway Signage Bylaw on May 5, 2021	Will Nelson	Ongoing
7. Advertise and hold Public Hearing for proposed amendments to the LUB to rezone PID 25172917, at 689 Kerrs Mill Road on May 19, 2021	Will Nelson	Ongoing
8. Approval of the Meetings and Proceedings of Council Policy on the April 21, 2021 Council agenda.	Allie Brenda Shelley	Completed
9. Follow up on selection of Gregory Nix as the Municipality of Cumberland's Volunteer of the Year	Michelle H Committee	Completed
10. Follow up on the approval of moving the funding for Springhill Ballfield #2 Revitalization project to the Capital Budget for 2021/2022.	Steve Andrew	
11. Commence the recruitment process for 23 summer positions effective immediately.	Steve Rachael	Complete
12. Follow up on the items regarding rodent control.	Justin Ron Allie	Complete



MUNICIPALITY OF THE COUNTY OF CUMBERLAND

ONGOING ACTION LIST
(Public Council Meetings)

<u>Ongoing Action Lists From Previous Public Council Meetings</u>	<u>Responsibility</u>	<u>Completion</u>
1. Authorize the CAO to continue to work with the Town of Amherst regarding a request from a County resident to connect to the Town of Amherst sewer system, which runs past their property.	Allie	Correspondence has been forwarded, awaiting reply
2. Develop a plan to create a Bylaw regarding Commercial Development Districts.	Steve Nelson Andrew MacD.	Ongoing
3. Request the Divestiture of Property Committee to prepare a comprehensive inventory of municipally owned properties and options for those properties and report back to Council.	Justin	Report/update pending
4. Follow up on a presentation to Council regarding the indigenous history of Cumberland County.	Shelley	Contact was made, awaiting a reply

MEMORANDUM

TO: Mayor and Council

FROM: Will Balsler, Junior Planner, Development Officer

2.4

DATE: April 21, 2021

RE: Public Hearing on amendment to Land Use Bylaw to rezone PID 25360272, 768 Tidnish Head Road, Tidnish Cross Roads

Background: On March 4th, 2021, Planning and Development staff received an application from Kevin Nelson (the "applicant") regarding the property at 768 Tidnish Head Road, Tidnish Cross Roads - PID 25360272 (the "subject property").

The subject property is owned by Kevin Nelson and is located at the intersection of J Baxter Lane and Tidnish Head Road, West of Tidnish Dock Park. The application is for a rezoning to permit the development of an RV Park with 12-15 plots, with a phasing plan of 5 serviced plots per year.



Regulatory and Land Use Context:

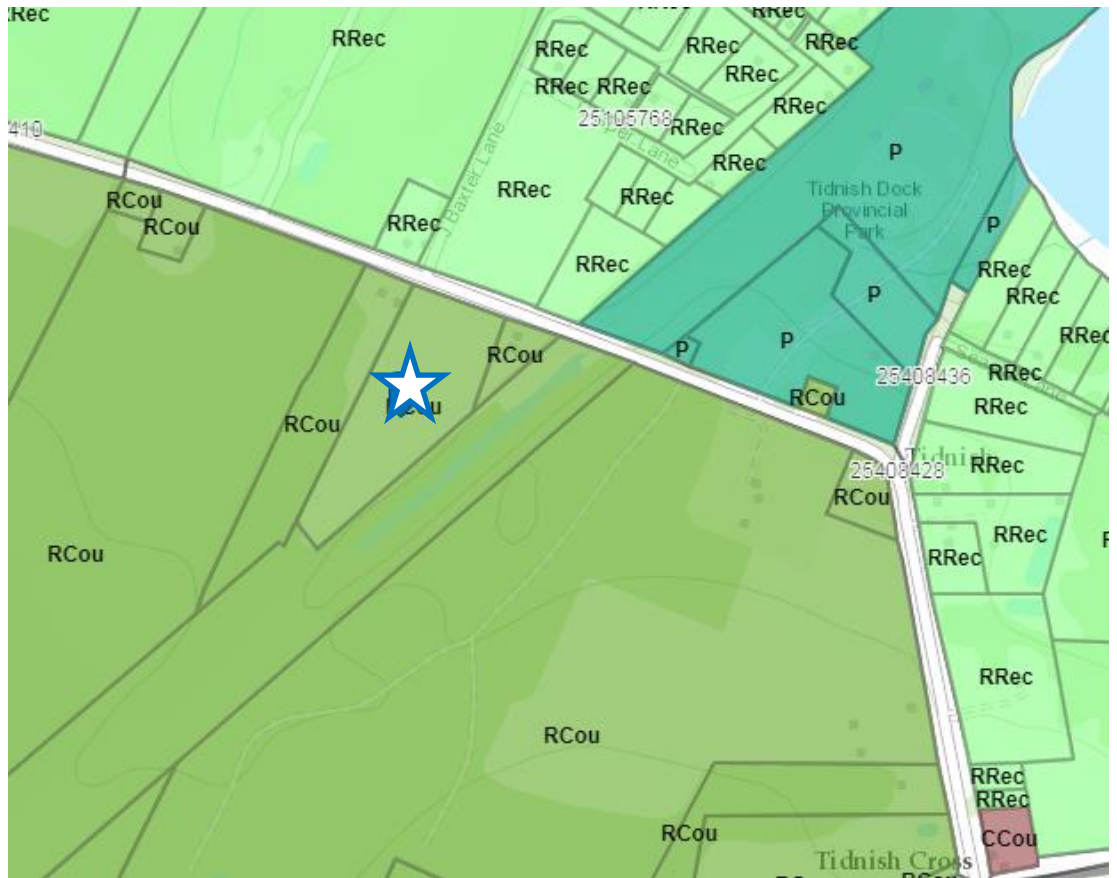
Current Zone: Country Residential (RCou)

Proposed Zone: Commercial Recreation (CRec)

The subject property is designated as Resource on Schedule A of the Municipal Planning Strategy (MPS). The current Country Residential zoning does not permit the development of an RV Park.

The neighboring properties are mixed forested lots and cleared fields, zoned as Country Residential (RCou) and Recreational Residential (RRec). There is a cluster of dwellings / cottages to the North zoned as Recreational Residential (RRec).

Rezoning the subject property to Commercial Recreation (CRec) would allow the development of an RV Park with 20 or fewer sites and is supported by Municipal Planning Strategy Policy 4-66A:



Policy 4-66A: Council shall, in the Land Use By-law, create the Commercial Recreation Zone, intended to permit outdoor commercial recreation uses, such as campgrounds, RV parks, golf course, and driving ranges. Permitted uses shall include outdoor commercial recreation operations, limited residential development, and a limited range of supportive commercial uses. Zone standards shall be in keeping with the large area of land these uses require for the activity, parking, and on-site services.

The following submission was made for the Public Hearing:

To whom it may concern,

First I like to say, I do not begrudge anyone from trying to make an honest dollar or the county wanting to increase the tax base but, I have concerns. These concerns follow in point form and are in no particular order.

- 1, I am concerned about the loss of my well (it is the oldest hand bored well in Tidnish 40 ft. deep). The location of his wells could potentially kill mine.*
- 2, Location of septic systems and the possibility of them contaminating excellent potable water.*
- 3, Devaluation of my property because of the proposed development.*
- 4, Excessive noise from partying, fireworks, etc, Fire works are extremely problematic for the dogs.*

5, Garbage being dumped or blowing onto my property. This has already been a problem with those down Jimmy Baxter lane.

6, Theft of fire and standing wood, and property.

7, Vandalism/property damage.

8, Total loss of privacy and quietness as his contractor cleared right to the line.

9, Oversaturation of RVs on the property for land size.

10, Proximity of RV parks. The proposed RV park is less than one km from another legal RV park. Too much of one type of development (RV/seasonal) does not help Tidnish in being a year-round sustainable community.

In closing, I understand this is pretty much a done deal and my concerns are mute. I only wished Mr. Nelson and the Cumberland County planning department had more vision. This beautiful little community does not need further RV parks but, rather seniors apartments so, we can keep our seniors in their community instead of them leaving. This alone would open up more housing for new people and sustain Tidnish for years to come. Mr. Nelson could have made a tidy sum per year in gross and net profits of off sixteen units and the Planning committee would have looked progressive with vision.

In writing my concerns about this development I do fear retaliation from various parties, for me speaking up and the lack of confidentiality in the County offices and its Counselors is distressing.

Next Steps: Give Second Reading to the proposed amendment on May 5, 2021.

Alternative: Council can decide to reject the proposed amendment, or request that further information be provided.

MEMORANDUM

TO: Municipality of Cumberland Council, Town of Amherst Council, and Town of Oxford Council

FROM: Michelle Byers, Tamara Porter, Jonathan McClelland

DATE: April 9, 2021

RE: Joint Community Economic Development Strategy

3.1

The purpose of this memo is to request Council to adopt the Cumberland Region Community Economic Development (CED) Strategy.

The Cumberland Region CED Strategy was presented at a Joint Council meeting on March 23, 2021. At that meeting, the feedback to our presentation was positive. Following the meeting, staff circulated a survey to Council to gather more in-depth feedback. This feedback allowed us to fine tune the Strategy prior to being presented to Council for adoption. We received feedback from eight Councillors in total (i.e. eight Councillors from all three municipal units).

The feedback we received from Councillors generally confirmed that the Strategy is on the right track and has addressed the most significant economic development concerns. There were several positive comments provided relating to inter-municipal collaboration and cooperation, which we were pleased to see as this is a cornerstone of the Strategy and a general reflection of how we approach our work. Here's a summary of feedback that resulted in revisions to the Strategy:

- Include a system for accountability of achieving goals
- Account for new people moving to the region
- Engage with business to obtain their feedback on an ongoing basis
- Include annual action items

As a result of the feedback we received, here's a summary of the revisions we made:

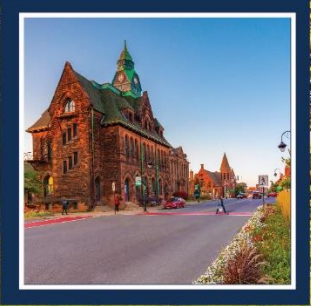
- We added a section titled "Reporting and Implementation" to address concerns about how implementation will take place. This section also provides context for annual work plans.
- In the Economy pillar, we added an action for formal and informal business retention and expansion programs. This is an action that has been ongoing and we apologize for the oversight of not including this originally.
- We added detail related to using deed transfer tax as well as number and amount of building permits as a means of indicating population shifts in the region.

The revised Cumberland Region CED Strategy is attached to this memo in full for your review.

Staff recommendation:

At this point, staff are excited to present the revised Strategy to all three Municipal Councils in the Cumberland Region and to recommend the adoption of the Strategy. If Council agrees with this recommendation, the following motion would be appropriate:

Motion to adopt the Cumberland Region Community Economic Development Strategy as presented.



CUMBERLAND REGION 2021-2026 COMMUNITY ECONOMIC DEVELOPMENT STRATEGY

MUNICIPALITY OF CUMBERLAND
TOWN OF AMHERST
CUMBERLAND BUSINESS CONNECTOR
TOWN OF OXFORD



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SUMMARY

The Cumberland region encompasses the Town of Amherst, the Municipality of Cumberland and the Town of Oxford.

This Community Economic Development Strategy is a collaborative effort between the two towns, the municipality and the Cumberland Business Connector.

Geographically, Cumberland is the second largest county in Nova Scotia, with a population of about 30,000 people. The rural region's largest service centre is the Town of Amherst, which has approximately one-third of the region's population. Another one-third of its citizens live in close proximity to Amherst, with the remainder spread across smaller centers, such as the Town of Oxford, the communities of Springhill, Parrsboro, Pugwash and many rural communities.

The region boasts modern, state-of-the-art, health-care and educational facilities, vibrant retail and cultural sectors, a diverse agriculture industry, excellent manufacturing facilities and high entrepreneurial spirit.

Declining population, low labour force participation, high poverty rates and an aging population are creating challenges and having negative impacts on the Cumberland region. This Community Economic Development Strategy recognizes the importance of healthy residents and a strong economy in order to be a sustainable region. Creating community well-being and pride in our communities, supporting a job ready workforce, providing quality community infrastructure and creating economic opportunities play a key role in attracting new people, new investment and a healthier demographic.

This strategy focuses on four pillars: Economy, Population, Quality of Life and Community Capacity. These four pillars are closely inter-related and evident in the listed goals and objectives. Opportunities are addressed by capitalizing on resources, including tourism, natural resources, renewable energy, immigration and business parks. Working to enhance these resources will have a positive impact on business retention and expansion, population growth and a higher quality of life for citizens.

ECONOMY

Historical Challenges

The Cumberland region has known economic challenges for many decades. Communities, such as Springhill and Joggins, were built around coal mines. They flourished when this industry thrived. After the coal mines closed, these communities experienced a long-term decline that was marked by significant out-migration. Other industries, such as shipbuilding, once played a key role in the economy of coastal communities.

Small, mixed farms have seen their margins squeezed as revenues have not kept up with increasing production costs. However, the region has successfully developed large maple syrup and wild blueberry industries. The beef sector has stabilized and is growing. These industries have continued growth potential, while also being vulnerable to cyclical price declines, especially for farms that are not involved in value added activities.

The changing retail landscape has created both opportunity and challenges. Certain retail businesses have found unique niche products and markets that draw customers from across Atlantic Canada and further afield, while department stores and local malls have faced challenging times. These challenges are partly due to our close proximity to Moncton and its large retail sector, as well as competition from online retailers such as Amazon.

The region's historical challenges led to a declining and aging population, low labour force participation and high poverty rates. In recent years, there have been improvements in some of these indicators.

Current Business Climate

There are more than 1,000 businesses in the Cumberland region. With excellent rail, road, air and sea links, the Municipality of Cumberland, Amherst and Oxford offer easy access to markets across North America and around the world. Cumberland County is located at the center of the Maritime provinces of Nova Scotia, New Brunswick and Prince Edward Island, and between two of its largest urban centers – Halifax and Moncton. The CN rail line and the Trans Canada Highway pass through the Cumberland region, making the region a popular location for businesses serving the northeastern United States and Canadian markets.

There is a private jetport along the Northumberland coast in Fox Harb'r, and we are less than an hour's drive from one of two international airports, Halifax Stanfield International Airport and Greater Moncton Romeo LeBlanc International Airport, depending on which part of the region you are located.

Two international ports, in Halifax, N.S., and Saint John, N.B., are also within a two-hour drive and connect us with more than 150 countries. Canada has free-trade agreements with many countries in Europe, Asia, the U.S. and other parts of the world. This allows businesses in the Cumberland region to ship their products across the globe.

Key Sectors in Our Economy

The key sectors in our economy include:

- The goods producing sectors, including manufacturing, forestry, fishing, agriculture and mining as well as construction.
- The service sector has significant employment spread across many private sector businesses. There are many health-care related services, such as dentists, physiotherapists, optometrists, nursing homes, etc. Most of these businesses are in Amherst or in urban communities across the region.
- The public sector is another significant source of employment, with many jobs in the health-care and educational services fields. The Cumberland Regional Health Care Centre and Springhill Institution are among the largest employers in the region.

Our economy is very diverse and resilient. The Cumberland region has the largest agricultural land base in Nova Scotia and a vibrant fishing industry on both the Northumberland Strait and Bay of Fundy. These primary industries support a local agri-food and seafood processing industry. The Cumberland region has a significant strength in food processing, with about 1,000 people working in this sector.

Other natural resource industries include an active mining industry, with two salt mines employing hundreds of workers. We also have many quarries. The Cumberland region has more than 327,748 hectares (800,000 acres) of forest that account for 16 to 20 per cent of the wood cut annually in Nova Scotia. Seventy per cent of Nova Scotia's maple syrup is produced here as well as 50 per cent of the province's wild blueberries.

There are several businesses and organizations with expertise in clean energy manufacturing. The Cumberland Energy Authority's focus is on developing the energy resources of the region. Initially, most of their work centered on the development of geothermal energy in Springhill, as well as the potential around tidal energy in the Parrsboro area. Other areas of interest include solar energy, wind energy and energy from low-grade wood.

The Town of Amherst and the Municipality of Cumberland are participating in the Solar Electricity for Community Buildings Program. Amherst is also a partner in a smart-grid demonstration and deployment project led by Nova Scotia Power and NB Power that will test a suite of distributed energy resource technologies. Primary components of the project in Amherst include a one- to two-megawatt, community-scale, solar installation, battery storage, smart charging for electric vehicle fleets and solar-battery installations on municipal and industrial facilities. The project will help accelerate the affordable adoption of renewable energy solutions on both a regional and national scale.

Our location as the geographic centre of the Maritimes, and the gateway to Nova Scotia, has attracted companies involved in transportation, warehousing, distribution and wholesale trade. The transportation, warehousing and distribution sectors have continued expansion potential. There is room in the Amherst Industrial Park for growth and the new Springhill Geothermal

Business Park is currently being established. The Geothermal Business Park will provide an additional 40 hectares (100 acres) of affordable green, industrial land.

Our Collaborative Spirit

There is a proactive, collaborative spirit in our region. Our three municipalities work together on many enterprises, including economic development initiatives. The Cumberland Business Connector is an independent, business-led, non-profit organization that focuses on economic development across the entire region. The Business Connector is funded by the three local municipalities and the Government of Nova Scotia.

There is a monthly meeting for all stakeholders in economic development in the Cumberland region that keeps everyone informed about the priorities and programs that are available for the area. This informal “Team Cumberland” includes: CBDC Cumberland, the Nova Scotia Community College, the three municipal units, the Cumberland Business Connector, the Chambers of Commerce/ Board of Trade, Nova Scotia Business Inc., Nova Scotia Department of Agriculture, Atlantic Canada Opportunities Agency and Nova Scotia Works.

The three municipalities have formed a working task force with businesses in the tourism sector to develop the Cumberland Region Tourism Development Strategy. This strategy is now in the implementation phase.

The same collaborative spirit is evident in our region between businesses. Larger businesses are willing to mentor smaller ones. Farmers and artisans have collaborated to establish vibrant farmers markets. Area artisans have developed creative retail models throughout the Cumberland region and hundreds of businesses are members of Chambers of Commerce and Boards of Trade. This collaborative attitude strengthens our ability to work effectively. We recognize that working together allows our businesses to accomplish a lot more than any one organization could do by itself.

COVID-19 Impact

As COVID-19 swept across the world and emerged in Nova Scotia in mid-March 2020, life as we knew it came to an abrupt halt. All levels of government and society adapted to a slower pace in order to help stop the spread of COVID-19. As large parts of our economy shut down, the federal and provincial governments scrambled to put emergency programs in place to limit the economic damage. These programs were rolled out rapidly and modified as needed.

This crisis has reinforced the value of teamwork. All local partners involved in economic development have collaborated to support the business community as effectively as possible while avoiding duplication. The initial focus concentrated on connecting businesses with the resources they need to be successful. There has been a proactive effort to summarize and share with individual businesses the relevant supports the federal and provincial governments have put in place to help them survive through this unprecedented crisis.

Municipalities have worked with the Government of Nova Scotia to assist business owners and residents who need help with their 2020 property tax payments. The Cumberland Business Connector has collaborated closely with the Regional Enterprise Networks across the rest of rural Nova Scotia in order to share best practices and resources that can help rural businesses, from one end of Nova Scotia to the other, cope with the pandemic. The Amherst and Area Chamber of Commerce has tapped into resources from the Canadian Chamber of Commerce, the Halifax Chamber of Commerce and others to provide resources to the business community. Other economic development partners have shared their resources and expertise to assist businesses at this time.

As sectors emerge from the impacts of COVID-19, our focus is shifting to support their reopening and adaptation to a new way of doing business. From 2020-2022, this will be a key priority as retaining our existing businesses will be critical in order to be able to rebound quickly from the effect of the pandemic.

This crisis has reinforced the value of a diversified economy. We are fortunate to have strong manufacturing and goods producing sectors in Cumberland, Amherst and Oxford. Many of these companies, especially those involved in food production and processing, are expanding and hiring more staff. This is creating opportunities for workers that have been laid off because of declines in other sectors. This helps the Cumberland region mitigate the longer-term impacts of COVID-19.

Forestry Crisis

The Cumberland region, with more than 327,748 hectares (800,000 acres) of woodlands, has a large forestry sector that accounts for 16 to 20 per cent of Nova Scotia's total wood harvest. Up until the end of 2019, Northern Pulp in Pictou County was the largest buyer of wood in Nova Scotia. When Northern Pulp closed in January 2020, it put the entire, integrated forestry supply chain in Nova Scotia into a very precarious situation. More than 40 per cent of the market for wood in Nova Scotia was immediately lost.

Restrictions from the Canadian Food Inspection Agency were already in place to minimize the spread of invasive species such as the Brown spruce longhorn beetle. These restrictions prohibit Nova Scotia from exporting spruce and fir sawlogs and pulpwood to other provinces.

While there are still some markets for sawlogs in Nova Scotia, the sawmills do not have a market for their byproducts of sawdust, shavings and bark. This lack of cost recovery has reduced the price sawmills pay to the landowners for sawlogs. Landowners have also lost their largest market for low-grade hardwood and softwood that is not good enough to be sawn for lumber.

The forestry industry in the Cumberland region has come together and formed the Cumberland Forestry Advisory Committee to chart a path forward through the crisis. The community has developed a practical and comprehensive vision, with strategies to create a more diversified and stronger industry. A lot of work has been done, but a lot remains to do in order to retain the

hundreds of jobs and the businesses that are dependent on this industry. This sector wants sustainable growth moving forward, but needs support to transition the industry.

ECONOMY: GOALS & OBJECTIVES

1. Increase Business Retention and Expansion

1.1 General support for businesses and services emerging from COVID-19.

- 1.1.1** Host training workshops, online meetings and webinars to assist businesses reinvent their business model including:
 - developing online sales
 - social media marketing
 - web development
 - communication skills
- 1.1.2** Arrange mentoring and training opportunities for 20 small businesses needing outside expertise. This will include the Cumberland Virtual Advisor Program powered by Boomer's Plus.
- 1.1.3** Provide up-to-date, accurate information about the support for business coming from various levels of government that will help businesses reopen and grow. Communication with businesses will include email or phone calls, as well as having relevant information posted on the Cumberland Business Connector's website.
- 1.1.4** Expand the Cumberland Business Accelerator Program to support 20 more companies with high-growth potential, helping them develop their strategic planning skills, implement their growth plans and improve key performance indicators.
- 1.1.5** Provide affordable or free resources for small businesses to assist in strategic planning and reinventing their business models.

1.2 Support for the forestry sector whose industry has been disrupted.

- 1.2.1** Support the local forestry industry as it implements their recently created strategic plan by encouraging the development of diverse markets and locally produced wood products in order to retain and grow a skilled workforce.
 - Find new markets for 100,000 tons of wood chips and low-grade wood, including having at least two public institutions in the Cumberland region that use wood for energy.
 - Develop more value-adding within Cumberland County.
 - Lobby and influence all levels of government to allow tenders on new government buildings, bridges and other infrastructure to be built with wood.

1.3 Support for goods producing sectors.

- 1.3.1** Complete a business mix analysis for key goods producing sectors, such as manufacturing, natural resources, etc., in order to identify supply chain gaps or skilled trades needed in the region.

- 1.3.2 Based on the business mix analysis create a strategy for business attraction and entrepreneurship development to fill identified gaps.
- 1.3.3 Offer a training session each year around business transition or succession as a way to retain existing businesses over the long term.

1.4 Support for sectors identified as having significant growth potential, including renewable energy, natural resource industries and construction.

Renewable energy:

- 1.4.1 Advocate for continued research and development of the Fundy Ocean Research Centre for Energy (FORCE) in order to develop the energy potential of the Bay of Fundy's tides by:
 - lobbying other levels of government as needed.
 - supporting FORCE to create a power storage facility for testing by advocating on their behalf.
- 1.4.2 Support the Cumberland Energy Authority.
 - Build the roadways and other infrastructure in Phase 1 of the Springhill Geothermal Business Park.
 - Prepare business attraction brochures and information targeted to business sectors identified by the Cumberland Energy Authority as having high energy needs.
- 1.4.3 Support the expansion of wind farms for production of electricity.
- 1.4.4 Support the use of solar energy for electricity or space heating of residential homes, businesses, institutions and greenhouses by promoting and providing education on available financial supports.
- 1.4.5 Support the use of wood or wood chips for heating residential homes, businesses, institutions and greenhouses by:
 - promoting and providing education on the benefits.
 - completing priorities as stated in Section 1.2 above.
 - Lobbying the province to offer a rebate on the installation of wood stoves, pellet stoves and wood or wood-chip burning furnaces.
- 1.4.6 Lobby all levels of government to provide regulatory certainty and support to businesses willing to invest in producing renewable natural gas or bio-char from low-grade wood and wood chips.

Natural Resource Industries:

- 1.4.7 Support the Maritime Lumber Bureau and the forestry sector's work by lobbying other levels of government to increase the use of wooden bridges like the Roger Bacon Bridge that was built in Nappan.
- 1.4.8 Increase the amount of farm land in use by lobbying for the removal of the tax exemption currently given to farm land that is no longer farmed.
- 1.4.9 Lobby to improve the management of forestry resource land by requiring a wood lot management plan in order to continue receiving the low forestry tax rate.
- 1.4.10 Provide support for business plan development in order to increase the number of provincially inspected abattoirs in the region and meet the increasing demand for locally sourced meat.

- 1.4.11** Support the continued growth of the agri-food and seafood processing sectors to encourage more value-adding and more exports from this region by providing workshops and connecting businesses with other resources.
- 1.4.12** Encourage the responsible growth of aquaculture, including shellfish production and on-land aquaculture production, by working with the Nova Scotia Department of Fisheries and Aquaculture to see how we can best help the aquaculture industry create employment in rural communities.

Construction:

- 1.4.13** Increase the housing supply by at least 100 units per year with a mixture that includes rental units, moderately priced starter homes and seniors' housing by:
- attracting more trade workers.
 - exposing students to opportunities in the construction industry.
 - collaborating with the industry to offer training opportunities to businesses and workers presently employed in the construction industry.
 - increasing awareness of financial support provided by the Department of Municipal Affairs and Housing to build affordable rental units.
- 1.4.14** Upgrade existing housing stock to maintain affordable and safe housing by:
- increasing awareness of the PACE (Property Assessed Clean Energy) program offered by the Town of Amherst and the Municipality of Cumberland.
 - attracting more trades people with specialized skills in renewable energy upgrades to the region.
- 1.4.15** Upgrade commercial properties by:
- promoting programs such as Gritty to Pretty.
 - increasing awareness of available accessibility funding.
 - increasing awareness of available energy efficiency upgrade programs.

1.5 Focus on business expansion and increase productivity in existing businesses.

- 1.5.1** Continue to complete formal and informal business retention and expansion programs with businesses to ensure continued responsiveness to ongoing and changing business needs.
- 1.5.2** Maintain an up-to-date comprehensive business directory to facilitate increased business-to-business sales and buy local initiatives.
- 1.5.3** Approach Sackville, N.B., and area with the idea of producing a joint business directory by 2023.
- 1.5.4** Encourage businesses to focus on productivity upgrades in order to improve their global competitiveness and address work force shortages by:
- providing annual workshops on improving productivity to various sectors of the business community.
 - ensure the Cumberland Business Accelerator program is available to businesses needing support with productivity.
- 1.5.5** Provide workshops to encourage small businesses to focus on key performance indicators (KPI's) and focus on improving these indicators more than on revenue growth.
- 1.5.6** Lobby Nova Scotia Business Inc., the Department of Business and others to allow medium-sized businesses to qualify for the Innovation Rebate Program for productivity enhancing investments of less than \$2 million.

- 1.5.7 Maintain an up-to-date list of industrial buildings and land available for sale or lease in order to be able to respond to enquiries.

1.6 Strengthen connections and partnerships between businesses, educational and research institutions.

- 1.6.1 Connect businesses to the research capacity of NSCC, Mount Allison University, Dalhousie Agriculture Campus, Ignite Labs, FORCE and other private and public colleges, universities and research institutions.
- 1.6.2 Work with NSCC Cumberland to have this campus become a Centre of Excellence in Renewable Energy.
- 1.6.3 Have more customized training programs in Amherst/Springhill based upon the needs of local businesses, particularly in manufacturing.

1.7 Increase the impact of tourism on the local economy.

- 1.7.1 Implement the Cumberland Region Tourism Development Strategy to increase visitors' length of stay and average spend.
- 1.7.2 Develop a regional tourism brand, marketing strategy and website.
- 1.7.3 Conduct a feasibility study and a needs assessment on infrastructure needs for conference and event hosting, including the possible need for additional accommodations.

1.8 Enhance Amherst's role as a regional retail and service centre and communities throughout Cumberland County as local hubs.

- 1.8.1 Complete a business mix analysis for urban communities throughout the Cumberland region to identify core retail and service sector businesses required to maintain the critical needs of residents.
- 1.8.2 Attract businesses and focus on entrepreneurship development in order to fill gaps identified in the business mix analysis for urban communities.
- 1.8.3 Support the continued growth of businesses in the health-services sector to increase the number of good paying jobs, while also increasing the quality of life for local residents by maintaining key services in local communities.
- 1.8.4 Develop and implement downtown beautification and revitalization projects that include the buy-in of business owners, building landlords, municipalities and Chambers of Commerce or Board of Trade including the:
 - 1.8.4.1 Gritty to Pretty Program
 - 1.8.4.2 Expansion of similar program like Gritty to Pretty in other communities
 - 1.8.4.3 Pugwash Waterfront Development Master Plan
 - 1.8.4.4 Springhill Beautification Plan

2. Increase business attraction and new business startups.

- 2.1 Attract two additional businesses involved in distribution and warehousing that would benefit from the region's central location and strong transportation networks.
- 2.2 Expand and promote the availability of affordable industrial land in the Amherst Industrial Park.

2.3 Focus on attracting businesses that have been identified through the business mix analysis as being needed in the region, individual communities or in specific industries' supply chains.

2.4 Recruit and support people interested in becoming entrepreneurs.

2.5 Support the Cumberland Energy Authority's promotion of the Springhill Geothermal Business Park.

2.6 Promote the region to remote workers who value affordable housing and outdoor recreational opportunities. These workers can utilize the region's high-speed internet capabilities while benefiting from the region's amenities.

3. Create a job ready workforce.

3.1 Work with the P-12 education system to address weaknesses in soft skills such as time management, teamwork, conflict resolution and empathy.

3.2 Help connect displaced workers with new employment opportunities and remove barriers by engaging the disengaged workforce.

3.3 Improve student engagement (universities, NSCC, P-12) with local businesses.

3.4 Workforce attraction from outside Cumberland County.

3.5 Develop a part-time, skilled and knowledgeable workforce that can fill employment vacancies in seasonal or project-based work.

POPULATION

From 2001 to 2016, the population of the Cumberland region declined by eight per cent, with a net loss of 2,600 people due to a combination of out-migration and deaths outnumbering births and immigration. Between 2001 and 2016, net interprovincial migration accounted for a loss of more than 600 people from the Cumberland Census Division as out-migration outnumbered attraction of people from other provinces.¹ According to Statistics Canada, there are only 195 immigrants living in Cumberland who arrived between 2006 and 2016. The rest of Nova Scotia saw a per capita immigration rate that was three times as large during the same 10-year period.

Population decline is a concern for many reasons, with significant impacts on the local and regional economy as the customer base shrinks. As a result, businesses become more dependent on export sales and visitor spending. New service-oriented businesses are less likely to start up or survive. From a municipal service viewpoint, declining population has a negative effect on the residential tax base if it cannot grow at a rate needed to keep pace with rising municipal costs. A lack of new construction and a surplus of housing stock mean residential property assessment remains flat or declines.

The shrinking population, paired with low labour force participation and declining unemployment rates, means employers could have difficulty filling vacant positions if the number of job seekers is outnumbered by vacant jobs. Slightly more than 60 per cent of the residents living in the Cumberland region are between the ages of 15 and 64, while 66 per cent of all Canadians are of working age. In the next decade, businesses will have difficulty filling jobs vacated by retiring employees because there will be fewer younger workers available to take their place. This is especially relevant as the 60- to 64-year-old population is currently the largest percentage of our population.

The aging population presents economic opportunities as well. For example, there is an increasing need for construction of suitable housing. There is increasing demand for health and personal wellness services. Older people often contribute a larger share of the GDP than their share of the population. According to a 2016 report by Oxford Economics, people over 50 years of age are only 35 per cent of the U.S. population, but contribute 43 per cent of total U.S. GDP.

Older people are working longer. According to Statistics Canada, nearly one in five (19.8 per cent) Canadians aged 65 and older reported working at some point in 2015. This was almost double the proportion in 1995, with most of the increase coming from part-year and/or part-time work. Older people are also increasingly interested in starting their own businesses. According to a Kauffman Foundation report, the 55- to 64-year-old age group accounted for 25.8 per cent of new U.S. entrepreneurs in 2014, compared to 14.8 per cent in 1996.

¹ Statistics Canada. [Table null Population estimates, July 1, by census division, 2016 boundaries.](#)

The negative effects of the shrinking and aging population can be offset by economic development efforts that focus on increasing the population of working-age people, developing the “longevity economy” as noted in the economy section and increasing revenue from exports and tourism.

POPULATION: GOALS & OBJECTIVES

1. Increase the population of the Cumberland region with a significant focus on working-age families.

1.1 Maintain positive net interprovincial migration.

- 1.1.1** Create a place where people want to live. Invest in “live, work, play” initiatives, such as development of major attractions, community amenities and events, active transportation, culture and recreation and opportunities to enjoy shopping, dining and entertainment.
- 1.1.2** Develop a campaign aimed at repatriating people who have moved away from Nova Scotia.
- 1.1.3** Develop a remote worker attraction program. These workers bring their jobs with them and often have accompanying family members who may be looking for work. They help strengthen and diversify neighbourhoods, frequent local establishments and support the regional economy.
- 1.1.4** Connect with HR managers to co-ordinate relocation opportunities and address barriers for employees moving from other provinces.
- 1.1.5** Work with realtors to promote relocating to the Cumberland region, evaluating year-over-year deed transfer tax will be used to provide an indication of growth in this area.
- 1.1.6** Work with contractors to identify ways to upgrade current housing stock, including financing and labour, evaluating year-over-year number and value of building permits to measure new residential construction and upgrades.
- 1.1.7** Link tourism activity to population recruitment with an emphasis on quality-of-life factors.

1.2 Attract 200 new immigrants to the Cumberland region by 2026.

- 1.2.1** Develop an immigrant recruitment and retention program.
- 1.2.2** Attract graduating international students from Maritime universities to the Cumberland region by connecting them with co-operative education placements and internships.
- 1.2.3** Support the YREACH program in Cumberland to help immigrants integrate and become connected to their new communities
- 1.2.4** Support Immigrant Services of Nova Scotia (ISANS) to match skills and interests of immigrants with employment vacancies and entrepreneurship opportunities in Amherst and Cumberland.

The goals noted in the Economy section and the Quality-of-Life section also contribute to population growth for the Cumberland region.

QUALITY OF LIFE

Quality of life refers to the level of health, comfort and happiness experienced by an individual or group. It is highly subjective and is different for every person and group.

Quality of life has traditionally been overlooked in economic development. However, it is becoming increasingly vital as it relates to the ability of a community or an area to attract and retain people and businesses. Quality of life can refer to a wide range of topics from environment, education, health and leisure to culture, living standards, time use and many other topics.

According to Develop Nova Scotia, quality of life is a critical factor in the decision to live and work in a community, especially in the knowledge economy. In this context, the beauty, vitality and accessibility of place is a significant contributor to the creation of a highly livable environment where people want to come together. Great places signal quality of life and quality of life drives the decision to put down roots. In the knowledge economy, industry and investment follow talent. According to Harvard Business Review, “Almost 64 per cent of college-educated 25- to 34-year-olds said they looked for a job only after they’d chosen the city where they wanted to live.” (May, 2010) ²

For the purpose of this strategy, quality of life will focus on improving the following four key contributing factors:

1. Health of residents/Healthy Populations
2. Living standards
3. Community infrastructure and Placemaking
4. Access to technology

Health of Residents/Healthy Populations

Maintaining and improving the health of residents is a major contributing factor to the quality of life within the region. Communities with a higher percentage of healthy people will attract other healthy people and will also attract new business and investment to the community. There are a wide range of factors that contribute to the health of residents, including mental health, level of physical activity, nutrition, obesity, smoking, etc. Many of these factors are being addressed by other organizations and within the health-care field. For the purpose of this strategy, the focus will be on how income levels and adequate access to the health-care system can contribute to the overall quality of life within the region.

According to the Government of Canada, the number one indicator of a person’s health is their income level³. Therefore, focusing on increasing the average and median household income in the region will be a priority. Adequate access to the health-care system, including maintaining access to a family doctor, access to emergency departments and access to necessary

² Develop Nova Scotia, <https://developns.ca/about/placemaking/>

³ Government of Canada, <https://www.canada.ca/en/public-health/services/health-promotion/population-health/what-determines-health.html>

specialists and procedures, impacts the health of residents. For that reason, physician recruitment will be a priority with a focus on recruiting the necessary specialists within the health-care field.

Living Standards

Living standards examine average and median incomes and wealth, distribution of income and wealth, including poverty rates, income fluctuations and volatility. It considers economic security, including labour market security, housing and food prosperity.

Living standards should reflect the capacity to transform economic growth into stable current and future income streams for everyone. Economic growth does not automatically translate into better living standards. A higher average income, for example, may be achieved at the cost of increased social inequality or greater economic insecurity. In contrast, achieving greater job quality, reducing poverty and providing basic affordable housing and food security to individuals and families will raise well-being and living standards for everyone. The Cumberland region seeks to go beyond reaching a basic level of securities in our communities. We will aim for prosperous living standards throughout our communities.

Community Infrastructure and Placemaking

Community infrastructure includes the collection of facilities and spaces provided to residents and communities that generally improve quality of life in an area. This can include libraries, community centres, parks, outdoor spaces, safe walking areas and arenas, among many other facilities and spaces. Having the right mix, including quantity and quality, of community infrastructure is vital to attracting people to visit the region, live in the region and do business in the region. Community infrastructure is an important factor in placemaking.

According to Develop Nova Scotia, placemaking is the planning, development and management of land and infrastructure with and for people. Place has an essential role in economic development. Great places need to be designed with the community and for the community. In placemaking, it is vital to work with the community to discover their needs and aspirations in order to develop a vision for the community.

In the context of tourism, great places attract visitors who are looking for authentic, cultural experiences. The Cumberland Region Tourism Development Strategy focuses on high-yield markets, including authentic experiences, free spirits and cultural explorers. Focusing on placemaking will contribute to the success of that strategy and contribute to achieving the Cumberland region's tourism goal of extending a visitor's length of stay and increase the average amount they spend in the region.

Attracting more people to visit, live and work in the Cumberland region is a significant opportunity. The region has unique and spectacular landscapes, access to the coastline and is relatively affordable. All of this positions the region well in its efforts to attract people seeking quality of life. To achieve a strong sense of place, the Cumberland region will focus on

implementing projects and strategies that align with the principles of placemaking and ensuring adequate community infrastructure in the communities throughout the region.

Access to Technology

The “digital divide” is the term used to describe the fact that whole segments of society are split into those “with” and “without” access to high-speed digital infrastructure. From an economic standpoint, those communities with a digital advantage can expect higher small business values and new business formation rates, higher home values, higher quality of employment and generally more economic opportunity for the entire community. According to studies, the overall economic impact is substantial – in excess of 10 per cent in many cases (see World Bank Study*). From a human impact, it means more young adults decide to stay and work in their own communities and can lower rates of poverty and related social issues and businesses that are better able to compete and grow.

Large urban centers have a natural advantage in that their digital infrastructure develops organically based on a communication service provider’s standard design-build economic model. Rural communities can obtain similar results, but they must be much more proactive in order to ensure their success. In light of the rapid pace of technological evolution, it is increasingly vital that they do so.

The Town of Amherst and the Town of Oxford are already well serviced with access to high-speed internet. However, many areas throughout the Municipality of Cumberland are not so fortunate. To address the existence and impact of the “digital divide,” the Municipality of Cumberland has partnered with the Municipality of Colchester to work towards achieving the following vision:

The entire geographic area will be served by a state-of-the-art, continuously upgraded, communications network that includes capacity for reliable, affordable, highest-speed internet access, as well as mobile telephone, community Wi-Fi, and internet-of-things uses such as ‘smart agriculture’, 5G and other future applications.

These two municipalities intend to work towards developing a best practice framework for smart-rural initiatives, which does not currently exist.

High-quality, cost-effective internet services to each home in our communities is considered an “essential service,” a utility no less important than electricity, emergency management services and other municipal residential services. Working through the protocols in place for the COVID-19 response reinforced how important this ability to access reliable internet services is for working and learning from home. Under this vision no one gets left behind.

In addition to being among the most connected rural communities in Canada, the two municipalities also want to be among the “smartest.” This means the digital infrastructure needs to support existing and future smart-agriculture, road safety cameras, water leakage detection, weather collection, vehicle fleet tracking and a whole range of other IoT (Internet of Things) use cases.

QUALITY OF LIFE: GOALS & OBJECTIVES

1. Increase the overall health and living standards of our residents.

1.1 Continue to grow the median household income by a greater rate than the province, to result in the Cumberland region being within 10 per cent of the provincial median household income by 2026.

- 1.1.1 Develop a one-year pilot project to transport Cumberland residents to their workplaces within the Cumberland region.
- 1.1.2 Develop and implement training opportunities throughout the Cumberland region.

1.2 Support the Nova Scotia Health Authority with job recruitment throughout the Cumberland region.

- 1.2.1 Support the joint physician recruitment committee.
- 1.2.2 When requested, assist with area familiarization tours to visiting and resident doctors and other medical professionals that focus on highlighting the area and sense of community.
- 1.2.3 Support spouses and family members of health-care workers to find jobs in their field.

1.3 Percentage of people living in poverty will be within 2.5 per cent of the provincial average by 2026.

- 1.3.1 Implement training programs and workshops on an ongoing basis throughout the Cumberland region, including Learn2Lead workshop series.
- 1.3.2 Connector Program to help match people with jobs in their field.
- 1.3.3 Develop training programs that target youth seeking part-time employment to encourage skill development and employability. (Example: offer forklift training for eligible grade 10, 11 and 12 students throughout the Cumberland region.)

2. Develop community infrastructure to meet the needs of residents to improve their quality of life.

2.1 Town of Amherst: Support the review of community infrastructure, complete with recommendations to maintain and enhance this infrastructure.

2.2 Town of Oxford: Working through a strategic and comprehensive asset management plan to address infrastructure needs within the community.

2.3 Municipality of Cumberland

- 2.3.1 By 2023, define the service level of community infrastructure to be provided within communities throughout the municipality (i.e., to include parks, playgrounds, trails, libraries, community centres, multipurpose space, sidewalks, safe walking areas, outdoor space, etc.).
- 2.3.2 Support and encourage the development of community centres in communities throughout the municipality.

- 2.3.3 Work with the chief librarian of the Cumberland Regional Libraries and communities to provide safe and accessible space for libraries throughout the municipality.

3. Implement projects and strategies that align with the principles of placemaking.

3.1 By implementing the following strategies, the Cumberland region will increase a sense of place in communities and will be better positioned to attract people to visit and live in the region, as well as do business here.

- 3.1.1 The Pugwash Waterfront Development Master Plan
- 3.1.2 The Cape d'Or Master Plan
- 3.1.3 The Cumberland Region Tourism Development Strategy
- 3.1.4 Springhill Beautification Plan
- 3.1.5 Mainstreet beautification programs in Parrsboro, Joggins, and Advocate
- 3.1.6 Oxford Downtown Beautification Program

3.2 To support placemaking and developing sense of place, the municipalities will undertake the following:

- 3.2.1 Financially support and assist with the development and promotion of the Cliffs of Fundy UNESCO Global Geopark.
- 3.2.2 Assist communities and community groups, as needed, to develop strategic plans, undertake community initiatives and achieve their visions.
- 3.2.3 Help community groups network and learn from each other's best practices.
- 3.2.4 Increase intermunicipal collaboration by continuing regular economic development staff meetings online.

4. Increase access to technology.

4.1 Achieve the vision to make Cumberland (and Colchester) one of Canada's most digitally connected rural areas.

- 4.1.1 Reach 100 per cent of households in Cumberland County with high-speed internet service (as defined by the CRTC) by 2026.
- 4.1.2 Provide free community Wi-Fi in a minimum of five communities in the Cumberland region by 2026.
- 4.1.3 By 2025, the Municipality of Cumberland will have a plan to address cellphone coverage throughout the Cumberland region.
- 4.1.4 Have a plan in place to use the municipally owned dark fibre that could include investing in digital infrastructure to support existing and future smart-agriculture, road safety cameras, water leakage detection, weather collection, vehicle fleet tracking and a whole range of other IoT (Internet of Things) use cases.

COMMUNITY CAPACITY

By looking at community capacity as a critical mass of people, infrastructure, reasonable availability of programs and services and economic opportunities from a **strategic** perspective, we can focus attention on those elements that are most critical and valued within communities. More importantly, we can encourage local citizens to be engaged in the critical issues that impact their communities. This CED Strategy will identify those communities where there is a readiness for residents to be involved in the future of their communities and to support them in doing so.

Community Capacity encompasses the initial three pillars of the CED Strategy at a community-specific level. Therefore, we will focus our efforts on working with individual communities to create strategies that will impact business development, population growth and increased quality of life in much greater detail. The local strategies will account for community-specific opportunities and establish strategies that best overcome the unique challenges within our communities.

COMMUNITY CAPACITY: GOALS & OBJECTIVES

1. Develop Community/area specific plans and initiatives.

1.1 Facilitate the development of community/area specific plans and initiatives that focus on decreasing economic barriers in our communities and improving the quality of life for our residents using the following schedule:

- 1.1.1 Springhill 2019/2021 (in progress)
- 1.1.2 Parrsboro 2019/2021 (in progress)
- 1.1.3 Amherst 2021/2022 (Municipal Planning Strategy)
- 1.1.4 Pugwash 2022/2023
- 1.1.5 Oxford 2022/2023
- 1.1.6 River Hebert/Joggins 2022/2023
- 1.1.7 Wentworth 2023/2024
- 1.1.8 Advocate 2023/2024
- 1.1.9 Wallace 2023/2024

REPORTING AND IMPLEMENTATION

Each Municipality and the Cumberland Business Connector will develop their own annual work plans, which will each address priorities related to each organization’s individual mandate and capacity. Implementation tables are included in the pages that follow which as a whole identifies each organization’s area of focus. A joint mid-term review will happen by year three.

Implementation Tables

ECONOMY: GOALS & OBJECTIVES	L = Leading S = Supporting	Business Connector	Municipality of Cumberland	Town of Amherst	Town of Oxford
1. Increase Business Retention and Expansion					
1.1 General support emerging from COVID-19					
1.1.1 Host training	L	S	S	S	
1.1.2 Arrange mentoring and training	L	S	S		
1.1.3 Provide up-to-date, accurate information	L		S		
1.1.4 Expand the Business Accelerator Program	L				
1.1.5 Provide affordable or free resources	L				
1.2 Support for the forestry sector					
1.2.1 Support to implement strategic plan	L				S
1.3 Support for goods producing sectors.					
1.3.1 Complete a business mix analysis	L	S	S	S	
1.3.2 Business attraction strategy		L			
1.3.3 Annual transition/succession training workshop	L	S	S	S	
1.4 Support significant potential growth sectors					
Renewable energy:					
1.4.1 Lobby for continued R&D work (FORCE)	S	L			
1.4.2 Support the Cumberland Energy Authority.	S	L			
1.4.3 Support the expansion of wind farms	S	L	S		
1.4.4 Support the use of solar energy	S	L	L		
1.4.5 Support the use of wood or wood chips	L	S			S
1.4.6 Lobby all levels of government	L				
Natural Resource Industries:					
1.4.7 Support industry re: wooden bridges	S				
1.4.8 Tax on un-used farm land	S				
1.4.9 Lobby to improve management of forestry land	S				
1.4.10 Support on business plan development	L				
1.4.11 Support growth food processing sector	L	S	S	S	
1.4.12 Encourage the growth of aquaculture	L	S			
Construction:					
1.4.13 Increase the housing supply	L	S	S		
1.4.14 Increase awareness of PACE		S	S		

ECONOMY: GOALS & OBJECTIVES					
	L = Leading S = Supporting	Business Connector	Municipality of Cumberland	Town of Amherst	Town of Oxford
1.4.15 Upgrade commercial properties			S		
1.5 Business expansion and productivity					
1.5.1 Formal and informal BRE programs	L	S	L		
1.5.2 Maintain Business Directory	L	S	L	L	
1.5.3 Joint business directory with Sackville, N.B.	L				
1.5.4 Encourage business productivity improvement	L		S		
1.5.5 Small business workshops with KPI focus	L		S		
1.5.6 Lobby to expand Innovation Rebate Program	L				
1.5.7 Maintain land availability database	L			L	
1.6 Strengthen connections and partnerships					
1.6.1 Connect businesses to research institutions	L				
1.6.2 NSCC as centre for renewable energy	L	L			
1.6.3 Customized training programs	L	S	S		
1.7 Increase impact of tourism on the economy					
1.7.1 Implement the regional tourism strategy			L	S	S
1.7.2 Tourism brand, marketing strategy and website			L	S	S
1.7.3 Infrastructure needs assessment			L	S	S
1.8 Enhance regional retail & service centre/hubs					
1.8.1 Complete a business mix analysis			L	L	S
1.8.2 Attract businesses and entrepreneurship			L		
1.8.3 Support businesses in health services sector			S		
1.8.4 Downtown beautification and revitalization					
1.8.4.1 Gritty to Pretty Program			S		
1.8.4.2 Expansion Gritty to Pretty in other communities			L		
1.8.4.3 Pugwash Waterfront Development			L		
1.8.4.4 Springhill Beautification Plan			L		
2. Increase business attraction and new business					
2.1 Attract two distribution and warehousing businesses	L	S	S	S	
2.2 Expand and promote the Amherst Industrial Park.	S		L		
2.3 Attract businesses identified in business mix analysis	L	S	L	S	
2.4 Recruit and support entrepreneurs.	L		L		
2.5 Support promotion of the Springhill Geothermal Business Park	S	L			
2.6 Promote the region to remote workers	L	S	L	S	
3. Create a job ready workforce.					
3.1 Work with the P-12 education system to address weaknesses	L		S		
3.2 Support connecting displaced workers to new opportunities	L				
3.3 Improve student engagement with local businesses	L		s		
3.4 Workforce attraction from outside Cumberland County	L		L		
3.5 Develop flex workforce to fill vacancies and seasonal/project work	L				

POPULATION: GOALS & OBJECTIVES L = Leading S = Supporting	Business Connector	Municipality of Cumberland	Town of Amherst	Town of Oxford
1. Increase population of the Cumberland region				
1.1 Maintain positive net interprovincial migration.				
1.1.1 Create a place where people want to live.		L	L	L
1.1.2 Develop a repatriation campaign	L		L	
1.1.3 Develop a remote worker attraction program	L	S	L	S
1.1.4 Co-ordinate relocation opportunities	L			
1.1.5 Work with realtors to promote relocation	L	S	L	S
1.1.6 Identify ways to upgrade current housing stock	L			
1.1.7 Link tourism activity to population recruitment			L	
1.2 Attract 200 new immigrants to the Cumberland				
1.2.1 Develop an immigrant recruitment and retention program.			L	
1.2.2 Attract graduating international students			L	
1.2.3 Support YREACH			L	
1.2.4 Support ISANS			L	

QUALITY OF LIFE: GOALS & OBJECTIVES	Business Connector	Municipality of Cumberland	Town of Amherst	Town of Oxford
L = Leading S = Supporting				
1. Increase the overall health & living standards of our residents.				
1.1 Grow median household income				
1.1.1 Pilot project to transport residents to workplaces	L			
1.1.2 Develop and implement training opportunities	L		S	
1.2 Support the NSHA with job recruitment				
1.2.1 Support the joint physician recruitment committee.		L	S	
1.2.2 Assist with area familiarization tours		L	L	
1.2.3 Support spouses and family members of health care workers	L			
1.3 People living in poverty within 2.5% of the provincial average				
1.3.1 Implement training programs and workshops	L	S	S	S
1.3.2 Connector Program to match people with jobs	L			
1.3.3 Develop training programs to target youth	L		S	
2. Develop community infrastructure				
2.1 Town of Amherst: Review of community infrastructure			L	
2.2 Town of Oxford: Plan to address infrastructure needs				L
2.3 Municipality of Cumberland				
2.3.1 Define standard service level of community infrastructure		L		
2.3.2 Support and encourage the development of community centres		L		
2.3.3 Provide safe and accessible space for libraries		L		
3. Implement placemaking projects and strategies				
3.1 Implement the following strategies				
3.1.1 The Pugwash Waterfront Development Master Plan		L		
3.1.2 The Cape d'Or Master Plan		L		
3.1.3 The Cumberland Region Tourism Development Strategy		L	S	S
3.1.4 Springhill Beautification Plan		L		
3.1.5 Mainstreet beautification in Parrsboro, Joggins and Advocate		L		
3.1.6 Oxford Downtown Beautification Program				L
3.2 To support placemaking and developing sense of place:				
3.2.1 Support and assist with the Cliffs of Fundy Geopark	S	L		
3.2.2 Assist communities and local groups achieve their visions.		L		
3.2.3 Help community groups network and learn from each other		L		
3.2.4 Increase economic development intermunicipal collaboration			L	
4. Increase access to technology.				
4.1 Make Cumberland Canada's most digitally connected rural area				
4.1.1 Reach 100% of households with actual highspeed internet		L		
4.1.2 Provide free community Wi-Fi in five communities		L		
4.1.3 Develop a plan to address cellphone coverage		L		
4.1.4 Develop plan to use municipally owned dark fibre		L		

COMMUNITY CAPACITY: GOALS & OBJECTIVES L = Leading S = Supporting	Business Connector	Municipality of Cumberland	Town of Amherst	Town of Oxford
1. Develop Community/area specific plans and initiatives.				
1.1 Schedule				
1.1.1 Springhill 2019/2021 (completed)	S	L		
1.1.2 Parrsboro 2019/2021 (completed)	S	L		
1.1.3 Amherst 2021/2022 (Municipal Planning Strategy)	S		L	
1.1.4 Pugwash 2022/2023	S	L		
1.1.5 Oxford 2022/2023	S	S		L
1.1.6 River Hebert/Joggins 2022/2023	S	L		
1.1.7 Wentworth 2023/2024	S	L		
1.1.8 Advocate 2023/2024	S	L		
1.1.9 Wallace 2023/2024	S	L		



MEMORANDUM

TO: Mayor and Council

FROM: Will Balsler, Junior Planner, Development Officer

5.1

DATE: April 21, 2021

RE: Second Reading on Development Agreement for PID 25223686, at 14 Chambers Boulevard, Parrsboro

Background: On December 2, 2020, Planning and Development staff received an application regarding the property at 14 Chambers Boulevard, Parrsboro - PID 25223686 (the "subject property").

The subject property is located on Main St. Parrsboro, between Jacobs Lane and Jenks Avenue. The application is for a development agreement to permit the development of 48 Grouped Dwellings - 12 townhouse dwellings with 4 dwelling units each. From the Land Use Bylaw:

***DWELLING, GROUPED** means three or more dwellings, not including accessory dwellings, located on a single lot.*

◊ : Triassic Park Ball Field

● : Where road access and will need to be moved to



Regulatory and Land Use Context:

Current Zone: Multi-Unit Residential

The subject property is designated as Residential on Schedule A of the Municipal Planning Strategy (MPS). The current Multi-Unit Residential zoning permits more than 16 dwellings on a lot only by Development Agreement (Land Use Bylaw Section 8.2.4[a]).

A majority of the neighboring properties are single-detached dwellings. The Parrsboro RCMP office and an auto dealership border the property to the North. The Triassic Park Ball field is also located in the front of the property.

This Development Agreement is supported by MPS Policy 5-7:

Policy 5-7: Council shall, in the Land Use By-law, establish the Multiunit Residential Zone, intended to permit higher density residential development on serviced and unserviced lots in an urban setting. Zone standards shall provide flexibility for the location of dwellings and promote infill development, particularly on serviced lots.

And enabled by MPS Policy 5-8:

Policy 5-8: Council shall only consider developments with more than 16 dwelling units on a lot by development agreement in the Multi-unit Residential Zone, subject to the development agreement policies of Section 6.3.

A draft of the Development Agreement has been attached to this memo.

There was 1 submission made for the Public Hearing, and no requests to speak received:

Dear Planning Dept., Mayor and Council,

I would like to start with saying this is the third time I have been excited that there is a proposed development on this property. On May 24/16 the Town of Parrsboro approved a development agreement with the same owner. Then on May 17/17 the County of Cumberland approved a development agreement with the same owner. Only this time there was a condition, the Municipality had to run sewer line from King Street to Chambers Blvd. The sewer line was installed but still no Development!

Today, Attempt Three, the project is 3 times larger with 48 living units. Hopefully this is followed through and completed.

Now that there are 48 new units being proposed on the new sewer. With the Local Improvement Charge of \$2,200,000 being absorbed by the 445 residents and businesses at \$4,941 each. I propose that the Developer is charged at the signing of this agreement 48 Local Improvement Charges! In doing so would change the total Local Improvement users to 493 units and should change the unit charge to \$4462.

Again I am in favour of this development, but I am also in favour of being fair to the Residents having to Pay the Local Improvement Change!

Than You / Kind Regards,

As a correction to the presentation made for First Reading on February 17, 2021, the Municipality does not have an easement covering the Triassic Park Ball Field. The owner has been generously allowing the public to use the property for many years. The applicant is not interested in granting an easement or selling the land.

Access for the ball field is currently through the existing road way through the property, and parking is along side this road. With the new development, access and parking will need to be moved to the northern road frontage section, adjacent to the RCMP Station. It is likely that the ballfield will need to be rotated at some point as well, 90° clockwise, so that homeruns are not aimed towards the proposed houses shown on the development agreement site plans.

Council cannot reference any potential changes in the operation of the ballfield when making their decision on the proposed development agreement.

Next Steps: If the Development Agreement passes second reading, staff will prepare advertisements giving notice of the intention to enter into the agreement. Following the appeal period, the applicant and municipality will sign the agreement and it will be registered to the applicant's property.

Recommendation: Give second reading to and approve the proposed development agreement.

Alternative: Council can decide to reject the proposed amendment, or request that further information be provided

MEMORANDUM

TO: Council

FROM: Brenda and the Policy and By-Law committee

DATE: April 14, 2021

RE: Reimbursement Policy for Council and the CAO; Springhill By-laws for repeal

5.2 & 5.3

5.2 Reimbursement Policy for Council and the CAO

The Policy and By-Law Committee reviewed the Reimbursement Policy for Council and the CAO and are recommending that Council adopt the Policy with the one small addition to # 26 in the Policy.

If Council is in agreement, a motion to give notice of Council's Intent to Consider the Reimbursement Policy for Council and the CAO for adoption at the May 5, 2021 Council meeting is in order.

5.3 Repeal of Springhill By-Laws

The Policy and By-Law Committee reviewed the following old Springhill By-laws and recommend Council begin the process to repeal these By-Laws. I have drafted a By-Law to repeal the following by-laws

#42	1 Page	T. of Springhill - Amendment to Curfew By-Law 1945
#47	1 Page	T. of Springhill - Amendment to Public Scales and Weighers 1946
#48	3 Pages	T. of Springhill – Plebiscite of the Rate Payers
#52	2 Pages	T. of Springhill - Amendment to Sheep Protection and Dog Regulation 1950
#53	6 Pages	T. of Springhill - Parking Meters
#56	3 Pages	T. of Springhill - Parking Meters
#57	5 Pages	T. of Springhill - Truckmen
#58	3 Pages	T. of Springhill - Unsightly
#59	3 Pages	T. of Springhill - Truckmen's By-Law
#61	7 Pages	T. of Springhill - Destruction of Documents and Records No Longer Required 1962
#62	2 Pages	T. of Springhill - Amendment to Truckmen Bylaw 1962
#66	2 pages	T. of Springhill - Amendment to Truckmen Bylaw 1967
#68	4 Pages	T. of Springhill - Amendment to Truckmen Bylaw 1971
#70	3 Pages	T. of Springhill - Amendment to Truckmen Bylaw 1974
#76	1 Page	T. of Springhill – Instalment Billing Payment

If Council is in agreement a motion to approve first reading of the By-Law to Repeal Springhill By-Laws is in order.

Staff will advertise the public hearing and second reading of the by-law for future Council meetings.

Municipality of Cumberland Policy 21-01
Reimbursement Policy for Members of Council
and Chief Administrative Officer

Title

1. This Policy is entitled the “Reimbursement Policy for Members of Council and Chief Administrative Officer”.

Policy Statement

2. This Policy ensures the appropriate use of municipal funds through the establishment of uniform standards and procedures respecting reimbursement of expenses incurred by Council members and the CAO in relation to business of the Municipality.

Definitions

3. In this Policy, unless the context otherwise requires:
 - 1) “CAO” means the Chief Administrative Officer;
 - 2) “CAO designate” means an employee of the Municipality delegated any of the responsibilities or powers of the CAO pursuant to subsection 29(b) of the *Municipal Government Act*; and
 - 3) “Municipality” means the Municipality of the County of Cumberland.

Signing Authority

4. The following are the Signing Authorities for the positions referred to, and shall be responsible for administering the policy with respect to the individuals in those positions:

Position	Signing Authority
Council Members and Mayor	CAO or designate AND Audit Committee Chair or Vice-Chair
CAO	Mayor or designate AND Audit Committee Chair or Vice-Chair

5. A Signing Authority may designate a second signing authority. The designation of a secondary signing authority shall be in writing and shall state the name and position of the designate.
6. A Signing Authority is prohibited from authorizing expenses incurred on their own behalf.

Individual Responsibilities

7. Everyone who incurs an expense in relation to municipal business is responsible for:
 - 1) Familiarizing themselves and complying with the provisions of this Policy;
 - 2) By April 1 each year signing an acknowledgement document certifying that they have reviewed this policy and sought all clarifications necessary for a complete understanding of its provisions and their responsibilities pursuant to it. Failure to sign this acknowledgement document annually will disqualify the individual from claiming expenses for reimbursement under this policy until the document has been signed for that year;
 - 3) Completing and submitting expense claims with necessary supporting documentation;
 - 4) Exercising reasonable diligence and care in incurring expenses prudently and responsibly; and
 - 5) With respect to travel, cancelling reservations as required, safeguarding travel advances and funds provided, and considering alternatives to travel such as teleconferencing and video conferencing.

Permitted Expenses

8. Subject to and in accordance with this Policy, the following expenses incurred by a member of Council or the CAO are eligible for reimbursement:
 - 1) Authorized travel within Nova Scotia, including transportation, accommodation, and meal costs;
 - 2) Pre-approved out-of-province travel, including transportation, accommodation, and meal costs; and
 - 3) Pre-approved training or continuing education costs.

Authorized Travel

9. Council members shall be reimbursed for the reasonable expenses incurred for attending:
 - 1) Meetings, conferences, or workshops at which the Council member's attendance is authorized or requested by Council;
 - 2) Any Council or Committee of Council meeting;
 - 3) A meeting of any Board, Commission or other organization to which the Council member has been appointed by Council, except that no reimbursement shall be provided by the Municipality if the Council member is entitled to reimbursement of expenses directly from the applicable organization;
 - 4) If the Mayor or Deputy Mayor are invited to attend a function, meeting or conference on behalf of the Municipality, and if reimbursable expenses are less than \$500, pre-approval by Council will not be required.
 - 5) If a Council member attends a function, meeting or conference on behalf of the Municipality, and if reimbursable expenses are less than \$500, pre-approval by Council will not be required if:
 - a) At the request of the Mayor or Deputy Mayor to attend on their behalf;
 - b) At the request of the Mayor or Deputy Mayor to attend as a Council member who has a special interest in, or connection with the subject of the meeting or conference or because of special knowledge and experience of the Council member relative to the subject of the meeting or conference; and

- 6) At a training or continuing education event in accordance with the provisions of this Policy concerning Council member training and education.
10. The CAO shall be reimbursed for the reasonable expenses pursuant to the CAO's employment agreement.

Out-of-Province Travel Authorization

11. All requests for out-of-province travel shall be made in writing and shall contain the following information:
 - 1) The purpose and duration of the trip;
 - 2) The location(s) to be visited;
 - 3) The dates and times of arrival and departure;
 - 4) Any pre-paid transportation, meals, and accommodation; and
 - 5) Any other anticipated expenses.
12. All requests for out-of-province travel by Council members shall be reviewed by the CAO and Mayor, who shall consider the necessity for travel based on information provided.
13. When two or more out-of-province travel requests are made by Council members for the same purpose, Council shall determine the appropriate number of persons necessary to represent the Municipality.
14. All requests for out-of-province travel by the CAO shall be reviewed by the Mayor, who shall follow the same guidelines established for Council members.
15. If a request for out-of-province travel is approved, and the Claimant pays all or some of the expenses for travel, the Claimant will be eligible for reimbursement of those expenses after submitting an expense claim in accordance with this Policy.

Training and Professional Development

16. If the Municipality has established a training and education budget expense item, a member of Council or the CAO may apply to the applicable Signing Authority in advance for approval to incur expenses out of this budget for training or professional development, provided that:
 - 1) The request is made in writing, and includes an estimate of all costs that will be incurred, including the course or enrolment fee and all required transportation, accommodation, and meals;
 - 2) The training or education course, meeting or conference, is related to municipal government;
 - 3) The course, meeting or conference is completed prior to the next municipal election date;
 - 4) the budget for Council member and CAO training and education for the year has not been exhausted and would not be exceeded by authorizing the request;
 - 5) the Council member and CAO shall reimburse the Municipality for the cost of all or, alternatively the pro-rated cost of a portion, of any enrollment fees in the event of failure to attend all, or alternatively some, of the event without reasonable justification; and

- 6) A brief written summary is provided by the Claimant describing the nature and benefits of the training and education at the time of submitting an expense claim for reimbursement. If both applicable Signing Authorities approve an application to incur expenses in relation to training or education, and the Claimant (not the Municipality) pays all or some of the pre-approved expenses, the Claimant will be eligible for reimbursement of those expenses after submitting an expense claim in accordance with this Policy.

Per Diem Meal Allowances

17. For each day or part day that a Council member is travelling outside the Municipality for an authorized purpose, a Council member may claim a meal allowance for each meal for which a cost was incurred. Meals provided free of charge or included in registration fees paid directly by the Municipality are ineligible. The per diem meal allowance for Council members shall be the same as that for staff: \$20 for breakfast, \$20 for lunch, and \$35 for supper. This allowance includes gratuities and taxes. For purposes of this section, the Municipality will not pay breakfast allowance to Council members leaving home after 6:00 am or supper allowance to a Council member arriving home before 6:00 pm. Receipts are required for all meal expenses. Amounts reimbursed will be the lesser of the applicable meal allowance or cost shown on receipt.
18. If on any given day the Council member is attending more than one meeting within the Municipality, and the cost of paying kilometrage for the Council member to go home for a meal and return for a meeting being held later that same day is greater than the meal allowance, a Council member may claim a \$20.00 meal allowance. Receipts are required for all meal expenses.
19. Claimants whose religious beliefs or medical requirements prohibit them from consuming certain foods should be aware that appropriate meals can normally be obtained from caterers, provided that adequate notice of special requirement is given. Should these special dietary requirements negate the ability to participate in a meal that is provided free of cost, and as a result the Claimant must pay for a meal, the Claimant shall be paid a meal allowance for that meal.

Kilometrage

20. The kilometrage allowance reimbursed for Council members using personal vehicles for travel shall be at the rate stipulated from time to time by the Province of Nova Scotia as the maximum. Where several Council members or the CAO attend the same meeting, conference or function, each shall make reasonable efforts to share a vehicle.

Vehicle Rentals

21. The cost of rental of a vehicle shall be a reimbursable expense in instances where:
 - 1) Reasonable ground transportation services such as public transit, taxis, or hotel shuttles are unavailable; or
 - 2) Two or more Council members or the CAO are travelling together, and it is more economical than the combined costs of other reasonable ground transportation.

23. Compact, economical vehicles must be used unless three or more persons are travelling together, the bulk or weight of goods being transported necessitates a larger vehicle, physical limitations of one or more passengers require a larger vehicle, or a compact, economical vehicle is unavailable.

Limits on Reimbursable Expenses

Notwithstanding any other provision of this Policy, the following limits shall apply to reimbursement of expenses:

- 1) A Claimant shall only be reimbursed for the costs that they have incurred;
- 2) The expenses of a Council member for political activity associated with election or re-election is not reimbursable by the Municipality.
- 3) Airplane travel shall be booked by municipal staff or shall only be reimbursed at the lowest rate which would have been available if municipal staff had booked the airfare;
- 4) Hotel accommodations shall not exceed the cost of a standard room, double occupancy, except when hotel accommodation has been booked by municipal staff for out-of-province hotels. Hotel upgrades shall be at the personal expense of the Claimant unless there are ergonomic necessities attributable to physical requirements including, but not limited to, wheelchair accessibility;
- 5) If a Council member chooses to take their personal vehicle in lieu of airplane travel, reimbursement will be based on the lesser of the lowest airfare rate which would have been available had the flight been booked by municipal staff or the kilometrage reimbursement pursuant to section 20;
- 6) Reimbursement for meals shall not exceed the per diem meal amounts set out in this Policy, except in the case of out-of-province travel, in which event Council may authorize reimbursement of meal expenses to a comparable standard;
- 7) Fees, deposits, interest, and surcharges incurred on a personal credit card shall not be reimbursed;
- 8) When personal and municipal travel is combined, only documented expenses directly related to the Municipality's portion are reimbursable. Extended travel time and related expenses are the traveler's own expense;
- 9) Reimbursement shall not be provided for loss of personal effects; for medical and hospital treatment; for purchase of luggage, clothing, and other personal equipment; or for personal services such as shoeshines, valet services, dry-cleaning, laundry, haircuts, and other personal services.
- 10) Hotel accommodations shall be booked by municipal staff;
- 11) Hotel services including room service and video rentals shall not be charged to the room;
- 12) Reimbursement of one personal long-distance phone call, to a maximum of \$15 shall be permitted for each night of overnight travel;
- 13) The cost of any alcoholic beverages shall not be reimbursed;
- 14) A Council member shall not be reimbursed to travel to meetings within the Municipality with constituents, individual electors, and complainants. The expenses incurred in the discharge of these duties are deemed to be included in the Council member's remuneration.

Expense Claims

24. Authorized expense claims must be submitted on the form provided by the Municipality and shall be signed by the Claimant.
25. Receipts or other satisfactory documentary proof must be submitted with the reimbursement claim for all expenses except:
 - 1) bridge and highway tolls; and
 - 2) claims for personal vehicle kilometrage.
26. Expenses incurred by a Council member or the CAO on behalf of another individual are not eligible for reimbursement.
27. No expense claim shall be paid unless the claim is first approved for payment by the Signing Authorities who have authority to approve the claim. Before approving an expense claim, a Signing Authority must ensure that:
 - 1) The claim is consistent with this Policy;
 - 2) The expenses claimed were necessarily incurred in the performance of municipal business;
 - 3) Appropriate receipts are provided to support the claim, and the claim documentation is appropriately filed;
 - 4) All calculations are correct; and
28. In considering an expense claim for payment, a Signing Authority may request additional explanations, documentations, or justification from the Claimant, and may refuse to approve any claim or expense that the Signing Authority decides is unreasonable or not in compliance with this Policy.
29. The use of petty cash to pay an expense claim is prohibited.
30. If a form requires adjustments, the form will be returned to the Claimant and must be re-authorized prior to reimbursement.

Timeframe

31. Expense claims shall be submitted at a minimum on monthly basis.
32. Expenses must be submitted and charged to the year in which they occurred. Expenses cannot be carried forward to future years.
33. Claimants who charge for goods and services in a fiscal year must have received the goods or services from the vendor in that fiscal year.

Fraud, Misuse, or Misappropriation of Municipal Funds

34. Fraudulent irregularly, misuse, or misappropriation of municipal funds may result in disciplinary action up to and including termination of employment.
35. Suspicious activity and potential misuse of funds must be reported as per this Policy.

Municipal Reporting Requirements

36. Pursuant to section 65A of the *Municipal Government Act*, the CAO shall ensure that the Municipality does the following:
 - 1) Within 90 days of the end of each fiscal quarter, prepares and posts an expense report on the Municipality's website for the Mayor, CAO (including an employee of the Municipality delegated any of the responsibilities or powers of the CAO pursuant to subsection 29(b) of the *Municipal Government Act*) and each member of Council on their expenses regarding the following:
 - a) Travel and travel related expenses, including transportation, accommodation, and incidentals;
 - b) Meals; and
 - c) Training and professional development.
 - 2) By September 30th of each year, prepares and files with the Minister of Municipal Affairs an annual summary report that summarizes the expense reports for the preceding fiscal year, that is compliant with the requirements of the Department of Municipal Affairs and the requirements set out in the province's Financial Reporting and Accounting Manual.

Review Requirements

37. The Audit Committee shall review the expense annual summary report by October 31st of each year.
38. By the January 31st immediately following a regular election held under the *Municipal Elections Act*, Council shall review this Policy and, following a motion by Council, either re-adopt the Policy or amend the Policy and adopt the Policy as amended.
39. This Policy is effective upon adoption and replaces any previous Reimbursement for Members of Council Policies.

Municipality of the County of Cumberland By-Law 21-XX

By-Law to Repeal of Former Town of Springhill By-Laws

1. The following By-Laws adopted and in effect in the former Town of Springhill are hereby repealed:

- #42 T. of Springhill - Amendment to Curfew By-Law 1945
- #47 T. of Springhill - Amendment to Public Scales and Weighers 1946
- #48 T. of Springhill – Plebiscite of the Rate Payers
- #52 T. of Springhill - Amendment to Sheep Protection and Dog Regulation 1950
- #53 T. of Springhill - Parking Meters
- #56 T. of Springhill - Parking Meters
- #57 T. of Springhill – Truckmen
- #58 T. of Springhill – Unsightly
- #59 T. of Springhill - Truckmen’s By-Law
- #61 T. of Springhill - Destruction of Documents and Records No Longer Required 1962
- #62 T. of Springhill - Amendment to Truckmen Bylaw 1962
- #66 T. of Springhill - Amendment to Truckmen Bylaw 1967
- #68 T. of Springhill - Amendment to Truckmen Bylaw 1971
- #70 T. of Springhill - Amendment to Truckmen Bylaw 1974
- #76 T. of Springhill – Instalment Billing Payment

2. This By-law shall come into force upon publication.

Clerk’s Annotation For Official By-Law Book

Date of first reading: April 21, 2021
Date of Advertisement of Notice of Intent to Consider:
Date of second reading:
*Date of advertisement of Passage of By-Law:
Date of mailing to Minister a certified copy of By-Law:

I certify that this By-Law was adopted by Council and published as indicated above.

Clerk

Date

* Effective Date of the By-Law unless otherwise specified in the text of the By-Law.

42

Amendment to Curfew By-law
of the Town of Springhill, N.S.

Be it enacted and ordained by the Town Council
of the Town of Springhill, N.S., as follows -

That paragraph 2 of the existing Curfew By-law
of the Town of Springhill, N.S., passed on the 18th
day of October, A.D. 1926, and approved October 26th,
A.D. 1926, and included in the Consolidation of By-Laws
and Ordinances of the Town of Springhill, N.S.,
approved by the Minister of Municipal Affairs of the
Province of Nova Scotia on the 20th day of June, A.D. 1944
be repealed, and the following substituted -

"No boy or girl under the age of Fourteen Years shall
be, or remain on, or in, any street or public place
of the Town after the Curfew Whistle has blown unless
accompanied by one of his or her parents or guardians
or some adult authorized for such person by one of
his or her parents or guardians."

I certify that the foregoing amendment to the By-law
was passed at a meeting of the Town Council of the Town
of Springhill, N.S., in the Council Chamber of the Town
Hall, on the 8th (Eighth) day of December A.D. 1944.

42

A. G. Gorton

Town Clerk

Springhill, N.S.
~~December 8th, 1944.~~
November 5th, 1945

DEPARTMENT OF MUNICIPAL AFFAIRS	
Recommended for approval of the Minister	
<i>let Stanley</i>	
Municipal Commissioner	
APPROVED this <i>2nd</i> day	of <i>November</i> 19 <i>45</i>
<i>J. M. G. Gorton</i>	
Minister of Municipal Affairs	

Be it enacted and ordained by the Town Council of the Town of Springhill, Nova Scotia, by authority of Section 142 of the Acts of the Province of Nova Scotia for the year 1941, The Towns Incorporation Act that the following attached additional By-Laws be added to the By-Laws of the Town of Springhill.

1. The following provisions and words of the By-Laws of the Town of Springhill, having reference to public scales and weighers are hereby struck out and repealed:

- (a) Sections 1 and 2 of Chapter 28.
- (b) The words "public weighers and" in the first line of Section 5 of Chapter 28.
- (c) Clause (a) of Section 5 of Chapter 28.

47

I certify that the attached addition to the By-Laws of the Town of Springhill was passed at a meeting of the Town Council of the Town of Springhill duly called and held in the Council Chamber in the Town Hall, Springhill, N. S., on the 6th day of November A. D. 1946.

W. J. Leebow

Town Clerk

Springhill, N. S.,
6th November
~~September~~, 1946.

DEPARTMENT OF MUNICIPAL AFFAIRS
Recommended for approval of the Minister
<i>Lettrandy</i>
APPROVED this <u>12th</u> day of <u>December</u> , 19 <u>46</u>
<i>J. P. Quirre</i> Minister of Municipal Affairs

52

DEPT. OF MUNICIPAL AFFAIRS
AND SUCCESSION DUTY OFFICE
MAR 30 1950
PROVINCE OF NOVA SCOTIA

BE IT ENACTED AND ORDAINED by the Town Council
of the Town of Springhill, Nova Scotia, by authority
of Section 3 of Chapter 8 of the Acts of 1927 entitled
"The Sheep Protection and Dog Regulation Act 1927 as
amended by Chapter 38 of the Acts of 1936 that the
following attached amending By-Law be added to the
By-Laws and Ordinances of the Town of Springhill.

52

Section 3 of Chapter 18 of the By-Laws of the Town of Springhill is repealed and the following substituted therefor :

3. On or before the first Monday in May in each and every year, the owner of each dog within The Town of Springhill shall procure such dog to be registered, described, numbered and licensed in the office of the Town Clerk of the said Town, and shall on each registration pay to the Town Clerk for each dog or spayed bitch a tax of Three Dollars, and for each bitch, other than a spayed bitch a tax of Ten Dollars, and every such license shall be in force until the first Monday in May of the year next ensuing.

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

[Signature]
Deputy Minister

APPROVED this 6th day of April 1950

[Signature]
Minister of Municipal Affairs

I CERTIFY the attached Amendment to the By-Laws of the Town of Springhill was passed at a meeting of Council of the Town of Springhill regularly called and held at the Town of Springhill on the 13th. day of April, 1961, and at least two weeks after a Notice of Motion to enact the said amendment to the By-laws was made at a regularly called meeting of the said Council.

Dated at Springhill, N.S. this 2nd. day of November, A.D. 1962.

Aly Aclow

Clerk of the Town of Springhill.

62

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

W. E. M. Oscey
Deputy Minister

APPROVED this *19th* day of *December* 19 *62*

H. Clayton Ferguson
Minister of Municipal Affairs

AMENDMENT TO THE BY-LAWS OF THE TOWN
OF SPRINGHILL, N.S. ENTITLED "TRUCKMEN"

Section 18 of The By-Laws and Ordinances
of the Town of Springhill, N.S. entitled "Truckmen"
as it relates particularly to "Trucking Rates" and
more particularly to Trucking Rates for trucking
Coal and trucking Materials to the Dump is repealed
and the following is substituted therefor.

Trucking Coal--- 1 Ton.....	\$1.50
Trucking Coal... $\frac{1}{2}$ Ton.....	\$1.10
Trucking Materials to Dump per Truckload.....	\$2.00

THE TOWN OF SPRINGHILL

bylaw file
re trucking

MOTION TO AMEND THE
BY-LAWS OF THE TOWN
OF SPRINGHILL IN
RESPECT TO TRUCKMEN

BE IT ENACTED AND ORDAINED by the Town Council of the Town of Springhill by authority of Section 248 of the Motor Vehicle Act that the following By-Law be added to the By-Laws of the Town of Springhill:-

1. Section 18 of Chapter 14 of the By-Laws of the Town of Springhill relating to Truckmen is repealed and the following substituted therefor:

18. No licensed truckman of the Town of Springhill shall charge less nor more than the following rates for trucking within the Town of Springhill:

(a) For trucking coal, $\frac{1}{2}$ Ton - \$1.50
1 Ton - \$2.00

(b) Waiting time, per hour - \$3.00

(c) Moving furniture and household goods from one building entrance to another building entrance but not to include pick-up or distribution of same within building;

Per load by $\frac{1}{2}$ Ton Truck - \$3.00

Per load by 1 Ton Truck - \$4.50

(d) Delivery of grocery orders from store to residence - \$.35

(e) Weekly pick-up and disposal of garbage from residential property upon continuous contract, per week; - \$.35

(f) Trucking as follows:

Common building bricks, per 1,000	-	\$7.00
Flour, per hundred weight	-	.20
Electrical Refrigerators, each	-	2.00
Pressed Hay, per ton	-	3.50
Lumber, per load by $\frac{1}{2}$ Ton Truck	-	3.00
per load by 1 Ton Truck	-	4.50
Gravel, per load by $\frac{1}{2}$ Ton Truck	-	3.00
per load by 1 Ton Truck	-	4.50
Pianos each, without assistance	-	15.00
with assistance	-	10.00
Trucking Kitchen Range Stoves, each	-	2.50
Cased groceries, cased liquid goods, cased dry goods, hardware, ashes, waste and similar goods and material not specifically rated in this section:		
Per load by $\frac{1}{2}$ Ton Truck	-	2.50
Per load by 1 Ton Truck	-	4.00

(g) Other goods, materials and services and other quantities and weights not specifically mentioned in this section at rates in proportion to the above rates excepting however that the minimum charge shall not be less than: 1.00



THE TOWN OF SPRINGHILL

CERTIFICATE

I, A. G. ALLBON, of Springhill, Nova Scotia, Clerk of the Town of Springhill, do certify:-

THAT the foregoing enactment of By-Law in respect to Truckmen was passed and resolved by the Council of the Town of Springhill at a regularly called meeting of the Council held on the 3rd TH. day of May A. D. 1967, notice of the intention to move the said enactment and resolution having been given two weeks previous to the said meeting held on the 16th day of May A.D. 1967 as required by the By-Laws of the Town of Springhill.

DATED this Third day of June A.D. 1967.

A. G. Allbon
Clerk.

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

W. M. Moseley
Deputy Minister

APPROVED THIS 20th day of July 1967

Donald C. R. Neil
Minister of Municipal Affairs

THE TOWN OF SPRINGHILL

NOTICE OF MOTION

I, hereby give notice that, at the next meeting of the Council of the Town of Springhill to be held two weeks after the meeting at which this Notice is given, I shall make the following motion.

DATED the 23 day of November A.D. 1971.

Herbert Roff

COUNCILLOR OF THE TOWN OF SPRINGHILL

68

This copy for D. Clark

THE TOWN OF SPRINGHILL

MOTION TO AMEND THE
BY-LAWS OF THE TOWN
OF SPRINGHILL IN
RESPECT TO TRUCKMEN

BE IT ENACTED AND ORDAINED by the Town Council of the Town of Springhill by authority of Section 273 of the Motor Vehicle Act that the following By-Law be added to the By-Laws of the Town of Springhill:-

1. Section 18 of Chapter 14 of the By-Laws of the Town of Springhill relating to Truckmen is repealed and the following substituted therefore:-

18. No licensed truckman of the Town of Springhill shall charge less nor more than the following rates for trucking within the Town of Springhill:

- (a) For trucking coal, $\frac{1}{2}$ Ton - \$2.00
1 Ton - \$3.00

- (b) Waiting time, per hour \$4.00

- (c) Moving furniture and household goods from one building entrance to another building entrance but not to include pick-up or distribution of same within building;

Per load by $\frac{1}{2}$ Ton Truck \$4.00
Per load by 1 Ton Truck \$5.50

- (d) Delivery of grocery orders or parcels from store to residence \$.50

- (e) Weekly pick-up and disposal of garbage from residential property upon continuous contract, per week; \$.50

- (f) Trucking as follows:

Common building bricks, per 1,000	\$8.00
Flour, per hundred weight	.30
Electrical Refrigerators, each	3.00
Pressed Hay, per ton	4.50
Lumber, per load by $\frac{1}{2}$ Ton Truck	4.00
per load by 1 Ton Truck	5.50
Gravel, per load by $\frac{1}{2}$ Ton Truck	4.00
per load by 1 Ton Truck	5.50

THE TOWN OF SPRINGHILL

CERTIFICATE

I, ^{D. E. MADDISON}~~A. C. ALLEN~~, of Springhill, Nova Scotia,

Clerk of the Town of Springhill, do certify:-

THAT the foregoing enactment of By-Law in respect to Truckmen was passed and resolved by the Council of the Town of Springhill at a regularly called meeting of the Council held on the 14 day of December A.D. 1971, notice of the intention to move the said enactment and resolution having been given two weeks previous to the said meeting held on the 23 day of November A.D. 1971 as required by the By-Laws of the Town of Springhill.

DATED this 15 day of December A.D. 1971.

D. E. Maddison

THE TOWN OF SPRINGHILL

NOTICE OF MOTION

I, hereby give notice that, at the next meeting of the Council of the Town of Springhill to be held two weeks after the meeting at which this Notice is given, I shall make the following motion.

DATED the 11 day of June A.D. 1974.

Herbert R. Rife

COUNCILLOR OF THE TOWN OF SPRINGHILL

THE TOWN OF SPRINGHILL

MOTION TO AMEND THE
 BY-LAWS OF THE TOWN
 OF SPRINGHILL IN
 RESPECT TO TRUCKMEN

BE IT ENACTED AND ORDAINED by the Town Council of the Town of Springhill by authority of Section 273 of the Motor Vehicle Act that the following By-Law be added to the By-Laws of the Town of Springhill:-

1. Section 18 of Chapter 14 of the By-Laws of the Town of Springhill relating to Truckmen is repealed and the following substituted therefore:-

18. No licensed truckman of the Town of Springhill shall charge less nor more than the following rates for trucking with the Town of Springhill:
- | | |
|---|---------|
| (a) For trucking coal, $\frac{1}{2}$ Ton | \$ 2.50 |
| For trucking coal, 1 Ton | 4.00 |
| (b) Waiting time, per hour | 6.00 |
| (c) Moving furniture and household goods from one building entrance to another building entrance but not to include pick-up or distribution of same within buildings; | |
| Per load by $\frac{1}{2}$ Ton Truck (short wheel base) | \$ 4.50 |
| Per load by $\frac{1}{2}$ Ton Truck (long wheel base) | 6.00 |
| Per load by 1 Ton Truck | 6.00 |
| (d) Delivery of grocery orders or parcels from store to residence, each | \$.65 |
| (e) Weekly pick-up and disposal of bagged or boxed garbage from single family residential property upon continuous contract, per week; | .65 |
| (f) Trucking as follows: | |
| Common building bricks, per 1,000 | \$10.00 |
| Flour, per hundred weight | .40 |
| Electrical Refrigerators, each | 3.50 |
| Pressed Hay, per ton | 5.00 |
| Lumber, per load by $\frac{1}{2}$ Ton Truck (short wheel base) | 4.50 |
| Lumber, per load by $\frac{1}{2}$ Ton Truck (long wheel base) | 6.00 |
| Lumber, per load by 1 Ton Truck | 6.00 |
| Gravel, per load by $\frac{1}{2}$ Ton Truck (short wheel base) | 4.50 |
| Gravel, per load by $\frac{1}{2}$ Ton Truck (long wheel base) | 6.00 |
| Gravel, per load by 1 Ton Truck | 6.00 |
| Pianos each, without assistance | 40.00 |
| with assistance | 25.00 |
| Trucking Kitchen Range Stoves, each | 4.00 |
| Cased groceries, cased liquid goods, cased dry goods, hardware, ashes, waste and similar goods and material not specifically rated in this section: | |
| Per load by $\frac{1}{2}$ Ton Truck (short wheel base) | 4.00 |
| Per load by $\frac{1}{2}$ Ton Truck (long wheel base) | 5.50 |
| Per load by 1 Ton Truck | 5.50 |
| (g) Other goods, materials and services and other quantities and weights not specifically mentioned in this section at rates in proportion to the above rates excepting however that the minimum charge shall not be less than: | 1.50 |

THE TOWN OF SPRINGHILL

CERTIFICATE

I, DOUGLAS MADDISON, of Springhill, Nova Scotia, Clerk of the Town of Springhill, do certify:-

THAT the foregoing enactment of By-Law in respect to Truckmen was passed and resolved by the Council of the Town of Springhill at a regularly called meeting of the Council held on the 25 day of June A.D. 1974, notice of the intention to move the said enactment and resolution having been given two weeks previous to the said meeting held on the 25 day of June A.D. 1974 as required by the By-Laws of the Town of Springhill.

DATED this 25 day of June A.D. 1974.

D. E. Maddison

DOUGLAS MADDISON

DEPARTMENT OF MUNICIPAL AFFAIRS	
Recommended for approval of the Minister	
<u>J. Robertson</u>	Departmental Solicitor
APPROVED this <u>July 18</u> day	
of <u>July</u> 19 <u>74</u>	
<u>[Signature]</u>	Minister of Municipal Affairs

NOTICE OF MOTION

TO THE TOWN COUNCIL OF THE TOWN OF SPRINGHILL.

TAKE NOTICE that at the next regular meeting of the Council of the Town of Springhill to be held after the expiration of two weeks after the giving of this notice that I will move the attached motion, namely, a motion to enact a by-law of the Town of Springhill having reference to

DESTRUCTION OF DOCUMENTS AND RECORDS
NO LONGER REQUIRED.

DATED AND GIVEN at a regularly called meeting of the Council of the Town of Springhill held at Springhill, N. S. this twenty-first day of June A.D., 1962.

Ralph Porter
Councillor of
The Town of Springhill

Bh/T30-61
(dstr-doc)

DEPARTMENT OF MUNICIPAL AFFAIRS
Recommended for approval of the Minister
Deputy Minister
APPROVED this.....day of.....19.....
Minister of Municipal Affairs

61

BE IT ENACTED AND ORDAINED by the Town Council
of the Town of Springhill, Nova Scotia, by authority of
Section 243 of Chapter 293 of the Revised Statutes of Nova
Scotia 1954 as amended by Section 4 of Chapter 50 of the
Acts of 1961, that the following attached By-Law become part
of the By-Laws of the Town of Springhill.

DESTRUCTION OF DOCUMENTS AND RECORDS NO LONGER REQUIRED

1. The Council of the Town of Springhill may by resolution in the form set out in schedule "B" of this By-Law, cause the destruction of any documents or records after they are no longer required provided that the Clerk submits to the Council his affidavit setting forth each of the documents or records to be destroyed and that he has personally examined each of the documents or records proposed to be destroyed and that there is nothing of value therein.

2. The Affidavit of the Clerk setting out that he has personally examined each document or record and that there is nothing of value therein may be in the form as set out in Schedule "A" of this by-law.

3. Nothing in this by-law shall authorize the destruction of the following documents:

(a) deeds, mortgages or other documents or records relating to the title of real property;

(b) court records;

(c) records required to be kept by any statute;

(d) records less than five (5) years old;

(e) minutes, by-laws or resolutions of the Council;

(f) plans and surveying records;

(g) receipts, paid or honoured cheques and invoices other than those in respect to construction or capital expenditures, hospital notices and receipts, and payroll records less than seven (7) years old;

(h) receipts, paid or honoured cheques and invoices with respect to construction less than ten years old;

(i) coupons, redeemed bonds and similar documents less than ten (10) years after repayment of issue;

(j) books of Account and ledgers less than ten (10) years old;

(k) copies of receipts for rates and taxes and assessment rolls less than ~~twenty~~ ^{Seven} (7) years old;

(l) the affidavit of the clerk made pursuant to this by-law;

Schedule "A"
Affidavit of Clerk

IN THE MATTER OF THE BY-LAWS OF THE TOWN OF SPRINGHILL

-and-

IN THE MATTER OF THE DESTRUCTION OF DOCUMENTS AND RECORDS
OF THE TOWN OF SPRINGHILL.

I, _____ of _____
in the County of Cumberland, Clerk of the Town of Springhill,
make oath and say:

1. That I am the Clerk of the Town of Springhill;
2. That I have personally examined each of the documents or records listed immediately below pursuant to a by-law permitting the destruction of documents and records no longer required:

- (a)
- (b)
- (c)
- (d)
- (e)

3. That the aforesaid list does not contain any document or record exempt from destruction pursuant to the by-laws of the Town of Springhill or the Towns' Incorporation Act of the Province of Nova Scotia;

4. That to the best of my knowledge there is nothing of value contained therein;

5. That the said documents and records are no longer required by the said Town of Springhill.

SWORN before me at _____)
in the County of _____)
Province of Nova Scotia, this _____)
day of _____, A.D., 19____) _____
) Clerk
) _____)
) Commissioner, etc.)
))

Schedule "B"

RESOLUTION OF THE COUNCIL OF THE TOWN OF SPRINGHILL.

WHEREAS the documents and records of the Town of Springhill as set out in the affidavit of the Clerk sworn to the _____ day of _____, A.D., 19____ are no longer required;

AND WHEREAS according to the said affidavit of the Clerk the said documents and records have been personally examined by the Clerk and he has determined that there is nothing of value therein and that the said documents and records do not include any documents or records which are exempt from destruction pursuant to the by-laws of the Town of Springhill or the Towns' Incorporation Act of the Province of Nova Scotia;

BE IT THEREFORE RESOLVED that the said documents and records as set out in the said Affidavit of the Clerk be forthwith removed and destroyed.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a duly called meeting of the Council of the Town of Springhill duly held on the _____ day of _____, A.D., 19____.

GIVEN under the hands of the Mayor and the Clerk and under the corporate seal of the said Town of Springhill this _____ day of _____, A.D., 19____.

MAYOR

CLERK

I CERTIFY the attached By-Law of the Town of Springhill was passed at a Meeting of Council of the Town of Springhill regularly called and held at the Town of Springhill on the 26th. day of July A.D., 19⁶² (and at least two weeks after a Notice of Motion to enact the said By-Law was made at a regularly called Meeting of the said Council).

DATED at Springhill, N. S. this 16th. day of August A.D., 19⁶².

Ally Alben

CLERK OF THE TOWN OF SPRINGHILL

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

W. H. O'Leary
Deputy Minister

APPROVED this 22nd day of August 1962

Mr. Hayden Ferguson
Minister of Municipal Affairs

DOWN ON SPYING

RECORDS NO LONGER AVAILABLE
DESTRUCTION OF DOCUMENTS AND

BY

NY-124

SECRET

TOWN OF SPRINGHILL
Instalment Billing By-Law

BL/T 30-76
(billing)

In each year, an amount of one half of the rates and taxes levied against a property in the previous year shall be due and payable to the treasurer on the first day of March.

The rates and taxes levied against the property for the current year, less the payment made under Section 1 of this By-law, shall be due and payable on a date to be determined by council by resolution.

THIS IS TO CERTIFY that the foregoing is a true copy of a by-law duly passed at a duly called meeting of the Council of the Town of Springhill duly held on the 28th day of November, 1978.
GIVEN under the hand of the Clerk and under the seal of the Town this 29th day of November, 1978.

DEPARTMENT OF MUNICIPAL AFFAIRS	
Recommended for approval of the Minister	
<i>[Signature]</i> Departmental Solicitor	
APPROVED this <i>29th</i> day	
of <i>January</i> 19 <i>79</i>	
<i>[Signature]</i> Minister of Municipal Affairs	

[Signature]
CLERK

76

53

DEPT. OF MUNICIPAL AFFAIRS
AND SUCCESSION DUTY OFFICE
AUG 29 1950
PROVINCE OF NOVA SCOTIA

#53 PAGE 1 OF 6

BE IT ENACTED AND ORDAINED by the Town Council
of the Town of Springhill, Nova Scotia, by authority of
Sub-Section 31A, Section 239 of Chapter 3 of the Acts
of Nova Scotia 1941, The Towns Incorporation Act as amended
that the following attached amending By-Law be added to the
By-Laws and Ordinances of the Town of Springhill.

53

BL / T 30 - 53
(20A/meters)

CHAPTER 20A
PARKING METERS

1. In this Chapter unless the context otherwise requires -
 - (a) "Parking" means parking as defined by The Motor Vehicle Act.
 - (b) "Parking Meter" means an automatic mechanical meter or device indicating thereon the length of time a vehicle may be parked in a parking space, having a receptacle for receiving coins of Canadian money, a slot in which such coins may be deposited, a timing mechanism to indicate the passage of time during which parking is permissible and displaying a signal when the said length of time has elapsed and brief instructions as to their operation and use.
 - (c) "Traffic Authority" means the Traffic Authority of the Town as appointed under the Provisions of The Motor Vehicle Act.
 - (d) "Vehicle" means a vehicle as defined by The Motor Vehicle Act.

2. The Police Committee is hereby authorized and directed, from time to time, to erect, maintain or replace parking meters adjacent to such spaces which have been specified and marked off for the parking of vehicles by the Traffic Authority of the Town on the following portions of the highways of the Town: on Main Street between Chapel Street and Lisgar Street; on the East side of Church Street between Main Street and Drummond Street; on the East side of Elgin Street between Main Street and Fir Street ; on the East side of Victoria Street between Main Street and Drummond Street; on the East side of Elm Street between Main Street and Drummond Street; and on Junction Road between Main Street and Queen Street.

3. When one of the spaces mentioned in Section 2 above has erected adjacent thereto a parking meter such space shall be a metered parking space as hereinafter referred to.

4. All parking meters shall be under the general control of

the Police Committee.

5. The driver of a vehicle shall not park a vehicle within a metered parking space in the Town during the hours from Eight o'clock in the morning to Six o'clock in the afternoon on Mondays, Tuesdays, Wednesdays, Thursdays and ^{Saturdays} ~~Fridays~~, and from Eight o'clock in the morning to Ten o'clock in the afternoon on ^{Fridays} ~~Saturdays~~, excepting upon a statutory holiday or upon a day proclaimed to be a holiday by the Mayor of the Town, unless immediately upon the commencement of such parking the driver deposits a coin or coins of Canadian money in the parking meter adjacent thereto. 1958 #56, S.5

*Alta
K.R.*

6. The driver of a vehicle shall not allow such vehicle to ^{at any time during the hours mentioned in Section 5 above} remain parked in a metered parking space in the Town unless the parking meter adjacent to such metered parking space indicates that the length of time a vehicle may be parked in such metered parking space has not expired.

*Alta
K.R.*

7. The driver of a vehicle occupying a metered parking space ^{at any time during the hours mentioned in Section 5 above} in the Town shall pay for the privilege of such occupancy by depositing in the parking meter adjacent to such metered parking space a coin or coins of Canadian money to the value of One Cent for every twelve minutes of such occupancy.

8. The coins deposited into the parking meters shall be paid into the general revenue of the Town.

9. The Police Committee shall make regulations as to the collection of and accounting for the receipts of parking meters.

10. No person shall

- (a) deface, tamper with, or wilfully break, destroy, or injure any parking meter installed or erected under this Chapter or

-3-

(b) deposit or cause to be deposited in any parking meter installed or erected under this Chapter anything other than Canadian money of the denominations of one cent, five cents, or ten cents.

11. (1) The driver of a commercial vehicle shall be exempted from the requirements of Sections 5, 6 and 7 of this Chapter, when

(a) Such vehicle is actually engaged in loading or unloading goods, wares or merchandise, and

(b) The period of time such vehicle remains in any one metered parking space does not exceed one half hour, and

(c) While such vehicle displays a parking meter permit issued under Sub-section 2 of this Section.

(2) Parking Meter Permits shall be designed by the Town Clerk, bear thereon a short description of their use, expire on the Thirty-First day of December in each year, effective only in respect to a certain vehicle, and shall be issued by the Town Clerk upon payment to him of the sum of Five Dollars per year, or for an equitable proportion of the said sum when such permit is issued less than twelve months before the expiry date.

12. It shall be the duty of the police officers of the Town to attach to any vehicle found parked or left standing in violation of Sections 5, 6 and 7 of this Chapter, a notice that such vehicle has been illegally parked and instructing the driver thereof to report at the Police Office of the Town.

13. Any person violating Sections 5, 6 or 7 of this Chapter shall be liable to a penalty not exceeding Five Dollars, and in default of payment to imprisonment not exceeding Five Days.

14. Any person violating Section 10 of this Chapter shall be liable to a penalty not exceeding Fifty Dollars, and in default of payment to imprisonment not exceeding One Month.

I CERTIFY the attached Amendment to the By-laws of the Town of Springhill was passed at a Meeting of Council of the Town of Springhill regularly called and held at the Town of Springhill on the Twenty-fourth day of August A.D.1950.

Dated at Springhill N.S. this Twenty-fourth day of August A.D.1950.

A.G. Feunoy
Clerk of the Town of Springhill.

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

W. H. [unclear]
Deputy Minister

APPROVED this *11th* day of *September* 19*50*

[Signature]
Minister of Municipal Affairs

TOWN OF SPRINGHILL

PARKING VIOLATION
BY-LAW

The Spring Hill

1996

CHAPTER 20A
PARKING METERS

BE IT ENACTED AND ORDAINED by the Town Council of the Town of Springhill, Nova Scotia, by authority of Sub-Section 36 of Section 243 of Chapter 293 of The Revised Statutes of Nova Scotia, 1954, The Town's Incorporation Act, the the following attached amending By-Law be added to the By-laws and Ordinances of the Town of Springhill.

56

EXPLD 20000
BOLONG

56

CHAPTER 20A
PARKING METERS

SECTION 5 of Chapter 20 A of the By-Laws of the Town of Springhill as enacted by the Council of the Town of Springhill on the 24th.day of August A.D.1950 is amended by striking out the word "Fridays" in the fourth line thereof and substituting therefor the word "Saturdays" and by striking out the word "Saturday" in the sixth line thereof and substituting therefor the word "Fridays".

PARKING METERS

I CERTIFY the attached amendment to the By-Laws of the Town of Springhill was passed at a meeting of the Council of the Town of Springhill regularly called and held at the Town of Springhill on the 24th. day of April, A.D.1958.

Dated at Springhill, N.S. this 25th. day of April A.D.1958.

W. E. A. Aleson

Clerk of the Town of Springhill, N.S.

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

W. E. A. Aleson
Deputy Minister

APPROVED this 26th day of May 1958

W. E. A. Aleson

*(repealed
July 13)*

Be it enacted and ordained by the Town Council of the Town of Springhill, Nova Scotia, by authority of Section 142 of the Acts of the Province of Nova Scotia, for the year 1941, The Towns Incorporation Act that the following attached additional By-Laws be added to the By-Laws of the Town of Springhill.

1. In this By-Law the word Town shall mean the Town of Springhill.

2. Where under Section 142 of the Towns Incorporation Act being Chapter 3 of the Acts of 1941, the approval of the ratepayers of the Town is required, such approval shall be given by a plebiscite of the ratepayers of the Town taken for the purpose as provided by the said Act and the following provisions shall apply to such plebiscite. 48

(a) A ratepayer may vote in any ward in which he is assessed but shall not vote in more than one ward.

(b) Officials appointed to conduct and receive the vote, provided they are ratepayers, may vote in the ward where they are conducting and receiving the vote.

(c) Ballots shall be printed and the conducting, receiving, return and recount of the vote shall be the same as under the Towns Incorporation Act for the election of Mayor and Councillors in so far as the same may directly apply or by necessary amendment could be made to apply but not in so far as they may be inconsistent with the provisions of this By-Law

- 2 -

or with provisions of the Towns Incorporation Act directly applying to a plebiscite of the Ratepayers.

(d) There shall not be any advance poll in a plebiscite of the Ratepayers.

(e) During the holding of the poll no person shall be entitled or permitted to be present in the polling place other than the officers appointed to conduct and receive the vote in such polling place, and one agent for each side of the question being voted on, provided each such agent is appointed in writing by at least five ratepayers to watch the vote on their behalf and such appointment shall state for which side of the question the agent is appointed.

(f) Every official appointed to conduct and receive the vote and every agent as mentioned in (e) above, present within the place where a plebiscite of the Ratepayers is being held, who, except as may be legally done in a plebiscite of the Ratepayers of the Town.

(1) gives to any person a ballot paper or

(11) offers to give any voter any advice as to which side of the question being voted on he should vote or

(111) interferes with the voter in the exercise of his right to vote or

(1V) divulges to any person the side of the question being voted on for whom any voter has voted shall be liable for every such offence to a penalty of Twenty Dollars, and in default of payment to imprisonment for ten days

(g) Every person who

(1) not being entitled to vote knowingly and

wilfully votes or

(11) fraudulently tenders more than one ballot paper when voting or

(111) attempts to vote under the name of any other voter, shall for every such offence be liable to a penalty of Fifty Dollars and in default of payment to imprisonment for one month.

2. A Plebiscite of the Ratepayers of the Town may be held in conjunction and along with any election for Mayor or Councillor.

I certify that the attached addition to the By-Laws of the Town of Springhill was passed at a meeting of the Town Council of the Town of Springhill duly called and held in the Council Chamber in the Town Hall, Springhill, N.S., on the 31st day of January A.D. 1947.

A. G. Alton

Town Clerk

A. J. Stacey
Mayor

DEPARTMENT OF MUNICIPAL AFFAIRS Springhill, N.S.
Recommended for approval of the Minister
<i>LeBarney</i> Municipal Commissioner
APPROVED the <u>2nd</u> day of <u>February</u> 19 <u>47</u>
<i>J. Duane Duerr</i> Minister of Municipal Affairs

N.S. 30th 1947

Feb 7/47

59

re trucking licenses

BE IT ENACTED AND ORDAINED by the Town Council of the Town of Springhill, Nova Scotia, by authority of Section 248 of Chapter 184 of The Revised Statutes of Nova Scotia 1954, The Motor Vehicle Act, that the following attached By-Law become part of the By-Laws and Ordinances of the Town of Springhill.

57

BL/T 30-57
(trucks)

TRUCKMEN

1. All By-Laws of the Town of Springhill relating to regulating and licensing persons transporting for hire goods by means of any vehicle and in particular Sections 13 to 27 inclusive of Chapter 14 of the By-Laws of the Town of Springhill relating to Truckmen are repealed and the following substituted therefor.

M.V. act
248

13. No person shall engage in the business of the transportation of goods, wares, merchandice, fuel, furniture, ashes, rubbish, materials and other things, for hire, wages or reward from one point within the Town of Springhill to another point within the Town of Springhill unless such person holds a truckman's license issued by the Town of Springhill, provided that this section shall not apply to a person engaged in such business if such person does not solicit or accept such business from the general public, and shall not apply to such persons who are public utilities as defined by The Public Utilities Act.

which is in force

14. Truckmen's Licenses shall be issued on the recommendation of the Committee of the Council having authority over licenses, and shall expire on the First day of May every year.

15. The fee for a Truckman's license shall be an amount for each vehicle used by the licensee in the business of trucking, as follows:

248
2 (d)

- (a) A vehicle commercially rated as having a capacity of one-half ton \$10.00
- (b) A vehicle commercially rated as having a capacity ~~of~~ exceeding one-half ton but not exceeding one ton \$12.00
- (c) A vehicle commercially rated as having a capacity exceeding one ton \$14.00

16. A truckman's license shall be in the form as set out in

17. Every licensed truckman of the Town of Springhill shall display his name on each vehicle employed under his license and the words "Truckman's License No. _____"

18. No licensed truckman of the Town of Springhill shall charge less nor more than the following rates for trucking with the Town of Springhill:		charge less
(a) For trucking coal, 1/2 Ton	\$ 2.50	the Town of
For trucking coal, 1 Ton	4.00	
(b) Waiting time, per hour	6.00	
(c) Moving furniture and household goods from one building entrance to another building entrance but not to include pick-up or distribution of same within buildings;		\$1.00
Per load by 1/2 Ton Truck (short wheel base)	\$ 4.50	1.50
Per load by 1/2 Ton Truck (long wheel base)	6.00	
Per load by 1 Ton Truck	6.00	2.50
(d) Delivery of grocery orders or parcels from store to residence, each	\$.65	1.50
(e) Weekly pick-up and disposal of bagged or boxed garbage from single family residential property upon continuous contract, per week;	.65	3.00
(f) Trucking as follows:		7.00
Common building bricks, per 1,000	\$10.00	.17
Flour, per hundred weight	.40	
Electrical Refrigerators, each	3.50	2.00
Pressed Hay, per ton	5.00	
Lumber, per load by 1/2 Ton Truck (short wheel base)	4.50	3.00
Lumber, per load by 1/2 Ton Truck (long wheel base)	6.00	1.50
Lumber, per load by 1 Ton Truck	6.00	2.50
Gravel, per load by 1/2 Ton Truck (short wheel base)	4.50	3.00
Gravel, per load by 1/2 Ton Truck (long wheel base)	6.00	4.50
Gravel, per load by 1 Ton Truck	6.00	2.50
Pianos each, without assistance	40.00	3.00
with assistance	25.00	2.50
Trucking Kitchen Range Stoves, each	4.00	3.00
Cased groceries, cased liquid goods, cased dry goods, hardware, ashes, waste and similar goods and material not specifically rated in this section:		7.50
Per load by 1/2 Ton Truck (short wheel base)	4.00	5.00
Per load by 1/2 Ton Truck (long wheel base)	5.50	2.00
Per load by 1 Ton Truck	5.50	3.00
(g) Other goods, materials and services and other quantities and weights not specifically mentioned in this section at rates in proportion to the above rates excepting however that the minimum charge shall not be less than:	1.50	2.00
		3.00

1959 1960
1.20-1.00
1.40
1.40

2.00

1974 # 70, S. 18

Special rates

Minimum rate, excepting coal and black ashes for 1/2 ton truckload	1.50
1 ton truckload	2.50
Minimum rate for any article or goods	1.00

19. Any person who contravenes any of the provisions contained in Sections 13 to 18 inclusive above shall be liable to a fine of Ten Dollars and in default of payment to imprisonment for a term not exceeding ten days.

The Council of the Town of Springhill may suspend for any period of time or cancel any truckman's license if ~~in its sole judgment~~ ~~it is of the opinion that~~ the holder of such license

aya

- (A) Has contravened any of the provisions of Sections ¹⁷ 13 to 18 inclusive above, or
- (b) Has refused or failed to serve the public courteously and efficiently, or
- (c) Has failed to maintain vehicles and equipment adequate, to efficiently serve the public as a truckman, or
- (d) Has conducted his business as a truckman in a careless manner or in a manner dangerous to the public, or
- (e) Has operated the vehicles concerned with his license in a manner contrary to law.

Not a matter for opinion of Council

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

[Signature]
Deputy Minister

APPROVED this *3rd* day of *June* 19 *58*

[Signature]
Minister of Municipal Affairs

I CERTIFY that attached By-Laws of the Town of Springhill were passed at a meeting of Council of the Town of Springhill regularly called and held at the Town of Springhill on the 24th.day of April A.D.1958 and amended by deletion of sections as marked and initialed in conformity with a resolution of Council passed at a meeting regularly called and held on the 23rd.day of May, A.D.1958.



Clerk of the Town of Springhill, N.S.

60
Truckmen amendment

TRUCKMEN'S BY-LAW

BE IT ENACTED AND ORDAINED by the Town Council
of the Town of Springhill, N. S. by authority of Section
248 of Chapter 184 of the Revised Statutes of Nova Scotia
1954, The Motor Vehicle Act, that the following attached
amendment to the By-law entitled "Truckmen" be made to the
By-laws and Ordinances of the Town of Springhill, N. S.

DEPARTMENT OF MUNICIPAL AFFAIRS
Recommended for approval of the Minister
<i>[Signature]</i>
Deputy Minister
APPROVED this.....day of.....19.....
Minister of Municipal Affairs

AMENDMENT TO THE BY LAWS OF THE TOWN
OF SPRINGHILL, N. S., ENTITLED "TRUCKMEN"

Section 18 of the By laws and Ordinances of
the Town of Springhill, N. S. entitled "Truckmen",
as it relates to "Trucking Rates", is amended and the
following is substituted therefor:

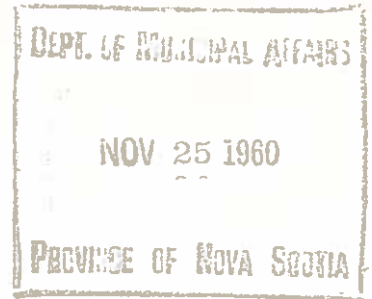
Coal ½ Ton \$1.00
Coal..... 1 Ton \$1.40

DEPARTMENT OF MUNICIPAL AFFAIRS	
Recommended for approval of the Minister	
<i>W. E. Seely</i>	
Deputy Minister	
APPROVED this <i>7th</i> day	of <i>December</i> 19 <i>60</i>
<i>H. Hayden Ferguson</i>	
Minister of Municipal Affairs	

A. G. ALLBON
CLERK AND TREASURER



OFFICE OF TOWN CLERK & TREASURER
SPRINGHILL, NOVA SCOTIA



November 24, 1960.

W.E.

Mr. W. E. Moseley, Q. C.,
Deputy Minister of Municipal Affairs,
Prov. of Nova Scotia,
Halifax, N. S.

Dear Mr. Moseley:

I am enclosing two copies of the amendment
to the Trucking By-Law, which was passed, at a meeting
of the Town Council held on Nov. 17th.

It would be appreciated if you would get the
approval of the Minister. Thank you kindly.

Yours truly,

A. G. Allbon

A. G. Allbon,
Town Clerk.

encls.
rh

*This letter will have to
remain attached to the
bylaw to certify it was passed*

TRUCKMEN'S BY-LAW

BE IT ENACTED AND ORDAINED by the Town Council
of the Town of Springhill, N.S., by authority of Section
248 of Chapter 184 of The Revised Statutes of Nova Scotia
1954, The Motor Vehicle Act, that the following attached
amendment to the By-law entitled "Truckmen" be made to the
By-laws and Ordinances of the Town of Springhill, N.S.

59

AMENDMENT TO THE BY/LAWS OF THE TOWN
OF SPRINGHILL, N.S., entitled "TRUCKMEN"

Section 18 of the By-laws and Ordinances of
the Town of Springhill, N.S. entitled "Truckmen",
as it relates to "Trucking Rates", is amended and the
following is substituted therefor:

Coal.....1/2 Ton.....\$ 1.20
Coal1 Ton \$ 1.75

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for
approval of the Minister

I CERTIFY the attached Amendment to the By-Laws of the Town of Springhill was passed at a meeting of Council of the Town of Springhill regularly called and held at the Town of Springhill on the 23rd.day of April A.D.1959, and at least two weeks after a Notice of Motion to enact the said amendment to the By-Laws was made at a regularly called meeting of the said Council.

Dated at Springhill, N.S. this 23rd.day of April, A.D.1959.

A.G. Albon

Clerk of the Town of Springhill

Department
of
Municipal Affairs

File No.
#58

BE IT ENACTED AND ORDAINED by the Town Council
of the Town of Springhill, Nova Scotia, by authority of
Section 243A of Chapter 293 of the Revised Statute of
Nova Scotia 1954, The Town's Incorporation Act that the
following attached By-Law become part of the By-Laws
and Ordinances of the Town of Springhill.

Bk/T 30-58

(unsight)

Extra Street
Policies

1. Subsections (2),(3),(4) and (5) of Section 243A of Chapter 293 of the Revised Statutes of Nova Scotia 1954, as enacted by Section 5 of Chapter 52 of the Acts of 1957 shall apply to the whole of the Town of Springhill, said subsections being as follows:

(2) No person shall

(a) Permit a building, fence, wharf, wall or other structure owned or occupied by him and being within an area mentioned in any such by-law, to be or to become partly, demolished, decayed or deteriorated so as to be dangerous, unsightly, offensive or unhealthful; or

(b) Permit to remain on any land owned or occupied by him and being in any such area any ashes, junk, rubbish, refuse, cleanings of yards, bodies or parts of automobiles or other vehicles or machinery, or any other thing, so as to be dangerous, unsightly, unhealthful or offensive.

(3) Should a condition described in subsection (2) arise or exist, whether it arose before or after the passing of this Act or of the by-law, the council may instruct the clerk to serve notice on the owner or occupier requiring him to remedy the condition described in the notice; such notice may be served by being posted in a conspicuous place upon the building, fence, wharf, wall, structure or land or may be personally served upon the person named therein.

(4) In event of the failure of the person so served with notice, to remedy the condition described in the notice within thirty days after service, any person authorized by the council may enter upon the land/which the condition exists, without writ, warrant or other legal process and remedy the condition which the council has required to be remedied; and the actual cost of so doing may be recovered as a debt from the person so served, by action brought by the clerk in the name of the town in any court of competent jurisdiction

58

- 2 -

jurisdiction within sixty days after the cost is incurred.

(5) After notice has been served under subsection (3) any person who permits or causes a condition referred to in this Section or who fails to comply with the terms of said notice, shall be liable on summary conviction to a penalty of not more than fifty dollars and in default of payment to imprisonment for a term of not more than thirty days; every day during which such condition is not remedied is a fresh offence.

I CERTIFY the attached By-Law of the Town of Springhill was passed at a Meeting of Council of the Town of Springhill regularly called and held at the Town of Springhill on the 28th. day of August A.D. 1958 (and at least two weeks after a Notice of Motion to enact the said By-Law was made at a regularly called Meeting of the said Council.)

Dated at Springhill N.S. this 29th. day of August A.D. 1958.

EX-103

A. J. Allison

Clerk of the Town of Springhill.

DEPARTMENT OF MUNICIPAL AFFAIRS
Recommended for approval of the Minister
<i>W. H. Selby</i>
Deputy Minister
APPROVED this <u>9th</u> day
of <u>September</u> 19 <u>58</u>
<i>[Signature]</i>
Minister of Municipal Affairs

COM. OF BIRMINGHAM

MEMORANDUM

TO :

FROM :

SUBJECT :

MEMORANDUM FOR THE

Extra Guard
Kobland

MEMORANDUM

TO: Council

FROM: Rachael Little, Manager of Recreation Programs and Services

DATE: April 14, 2021

RE: Budget Approval for Summer Recreation Supervisors

6.1

The purpose of this memo is to request approval from Council to finalize the hiring of Summer Recreation Supervisors, and the budget required to hire these staff. On Wednesday, April 7th, Council was presented with the 2021 summer program plan, which included the recruitment and budget to hire 23 summer staff at that time Council approved beginning the recruitment process for the summer employees.

Below is a chart that outlines the cost to finalize the hiring of the Summer Recreation Supervisors, with a start date of May 3rd. The purpose for starting the Summer Recreation Supervisors on May 3rd is to support the hiring and training for the rest of the Summer Program Staff, develop program plans, begin offering opportunities for residents to participate in activities, and the overall organization and planning of summer programs.

We anticipate coming back to Council on May 5th, to request approval of the 2021 summer program budget and to finalize hiring the remainder of 19 Summer Staff.

We have applied for funding support through the Federal Grant- Canada Summer Jobs. However, we may not know the outcome of our funding applications until after the Municipality’s Budget is approved in May.

Overall 2021 Summer Program Forecasted Budget		
Fed Gov’t Pending Contribution 5 positions	\$37,000.00	
Revenue Registrations	\$12,000.00	
Wages x 4 Summer Recreation Supervisor Includes CPP, EI, WCB	\$28,000.00	Pending Start Date: May 3rd
Wage for remainder of staff x 19 Includes CPP, EI, WCB	\$134,000.00	
Program Cost Includes travel, supplies, training	\$13,000.00	
Net Cost to Municipality	\$126,000.00	

RECOMMENDATION: That Council approve the hiring of Summer Recreation Supervisors and the budget needed to cover their wages.

MEMORANDUM

TO: Council

FROM: Rachael Little, Manager of Recreation Programs and Services

DATE: April 14, 2021

RE: Parrsboro Lions Recreation Centre

6.2

The purpose of this memo is to request approval from Council to utilize and rent the Parrsboro Lion’s Recreation Centre, during the months of May-October and the budget needed to support the rental.

To support the Municipality of Cumberland’s Recreation and Physical Activity strategy, and to provide a safe and effective space for summer programs, events, and recreation and sport programs, it is proposed that the Municipality of Cumberland rent the Lions Recreation Centre (arena) for the summer months at the rate of \$1500 a month. Included in this fee is the use of electric, phone, and cleaning/sanitization services.

Renting the arena would allow the municipality full access, allowing us to provide a wide variety of programs and services to residents of Cumberland County. Activities that could be offered include but are not limited to, basketball, pickleball, walking club, archery, and many more.

The Parrsboro Lions Recreation Centre would also provide summer staff with a central location for office space and gathering place for the Outdoor Adventure program. Summer Staff would be able to provide quality programs while following the Government of Nova Scotia’s COVID-19 Return to Day Camp Guidelines, to as many children as possible.

Budget Forecast to Rent the Arena	
Rent	\$9,000.00
Utilities	\$720.00
Materials and Supplies	\$300.00
Net Cost to Municipality	\$10,020

RECOMMENDATION: That Council approve the budget needed to cover the cost to utilize and rent the Parrsboro Lion’s Recreation Centre.

MEMORANDUM

TO: Council

FROM: Jennifer Moore

DATE: April 12, 2021

RE: Tax Sale Results Memo for March 16, 2021 Tender Tax Sale

6.3

Tender Tax Sale Update

The Tender opening took place on March 16, 2021 and was done over a live zoom feed for transparency purposes. Present in the boardroom during this process was Andrew MacDonald, Director of Finance; Jennifer Moore, Revenue Officer; Kim Sears, Tax and Water Collection Officer; Jessica Amon, Receptionist/Cashier and Kellie Seaman, Acting Manager of Organizational Development & Innovation.

After completing the opening Jessica Amon and Kim Sears continued to enter in the required information to a spreadsheet. We received a total of 468 bids from various bidders, to ensure accuracy of this information the finance departments Manager of Finance, Deana Pike; Accountant, Joan Ellis and Junior Accountant, Paula Coady reviewed the information for any possible errors. Once this review was completed, the spreadsheet was sorted according to property and then according to bid amounts to determine the successful bidders.

Successful bidders were notified on Friday March 19, 2021. Unexpectedly numerous bidders revoked their bids upon notification so in accordance with our advertisement we contacted the next highest bidder on the listing. This resulted in the process taking longer than expected.

The sale resulted in 38 of the 40 accounts being sold, two of the 38 accounts have already been redeemed and the last account was paid for on Friday April 9, 2021.

Certificates of Sale have been completed for all accounts, and we are now beginning to request that deeds be prepared for any non-redeemable properties.

Of the accounts sold at tax sale 27 were accounts for which council had established a minimum bid of \$100. These accounts have been attempted to be sold at least once in the past and council authorized the minimum bids. All minimum bid accounts sold for more than \$100. We were able to collect a total of \$68,097.84 for the minimum bid accounts. The total write-off for the minimum bid accounts was \$149,698.43. We also received tax sale surplus for 4 minimum bid accounts that totals \$7,902.28. One of the minimum bid accounts was redeemed before we had time to notify the successful bidder. In order to redeem a minimum bid account, the interested party must pay all taxes interest and expenses outstanding on the account at the time of the sale, any current billings outstanding as well as any other possible redemption costs. Of this group there are still 4 accounts that can be redeemed, we need to wait for this six month redemption period to expire before requesting deeds to be prepared. For the 22 non-redeemable minimum bid accounts we will request that deeds be prepared as soon as possible.

There were 13 accounts on the sale that we were trying to sell for the first time. Two of these accounts did not sell and one was redeemed before we could issue the certificate of sale. We



collected a total of \$59,509.00 for the 11 accounts that sold. This has cleared \$25,065.09 of outstanding taxes and \$33,698.62 will be held as tax sale surplus for this group of accounts. There are 7 redeemable accounts in this group and 2 non-redeemable accounts. We are requesting deed to be prepared as soon as possible for the 2 non-redeemable accounts and will await the redemption period to expire for the other 7 accounts.

The adjourned accounts will be re-advertised in the near future in hopes to get these accounts active on the roll as well.

In summary the Tender tax sale TS2021-1 was successful. We obtained payment in full of outstanding taxes interest and expenses for the two accounts that were redeemed. We have certificates of sale recorded for the other 36 accounts that were sold. Of the total outstanding receivables of \$247,192.06 we were able to collect \$127,606.84. Although the write off amount was \$149,698.43, we were able to make these accounts active on the roll again. Finally we were able to obtain a total of \$41,600.90 in tax sale surplus. Surplus must be held in a Tax Sale Surplus account for 20 years. Should no claims by lien holders be made on this surplus amount through the Supreme Court within those 20 years the amount then transfers to the County.