



PUBLIC COUNCIL SESSION

AGENDA PACKAGE

For the meeting of

Date: Wednesday, July 14, 2021

Time: 1:00 p.m.

Place: Zoom Meeting

AGENDA PACKAGE
PUBLIC COUNCIL

Date: July 14, 2021

Time: 1:00 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 June 16, 2021 Council Minutes

2.3 Business Arising

June 16, 2021 Council Session

2.4 Public Hearing(s)

- i) *Amendment to the Land Use Bylaw to rezone PID 25152562, Gulf Shore Road, Gulf Shore*

Staff have provided a detailed memo regarding the request to rezone PID 25152562, Gulf Shore Road, Gulf Shore.

Action: Motion to approve Public Hearing of amendment to the Land Use Bylaw to rezone PID 25152562, Gulf Shore Road, Gulf Shore and to hold Second Reading of the proposed amendment on September 1, 2021.

- ii) *Amendment to the Land Use Bylaw to rezone PID 25062530, 59 Charles Street, Joggins*

Staff have provided a detailed memo regarding the request to rezone PID 25062530, 59 Charles Street, Joggins

Action: Motion to approve Public Hearing of amendment to the Land Use Bylaw to rezone PID 25062530, 59 Charles Street, Joggins and to hold Second Reading of the proposed amendment on September 1, 2021.

- iii) Dangerous and Unsightly Hearing, 31 Pearl Street, River Hebert

Staff will provide a presentation regarding this issue at the meeting.

Action: Motion to Order demolition of the residence, the levelling of the lot to acceptable standards applicable to that particular area of the County, and the removal of all debris from the property to an approved facility.

iv) *Dangerous and Unsightly Hearing, 46 McGee Street, Springhill*

Staff will provide a presentation regarding this issue at the meeting.

Action: Motion to Order demolition of the residence, the levelling of the lot to acceptable standards applicable to that particular area of the County, and the removal of all debris from the property to an approved facility.

v) *Dangerous and Unsightly Hearing, 7691 Highway 208, Joggins*

Staff will provide a presentation regarding this issue at the meeting.

Action: Motion to Order demolition of the residence, the levelling of the lot to acceptable standards applicable to that particular area of the County, and the removal of all debris from the property to an approved facility.

3. **STRATEGIC PRIORITY ITEMS**

There are no Strategic Priority Items for this meeting.

4. **MAJOR ORGANIZATIONAL ITEMS**

4.1 Whitehall Road Capital Budget

The Director of Finance has provided a memo, in your packages, outlining the request for additional funding for the Whitehall Road Capital Budget.

Action: Motion to amend the Capital Budget of the Whitehall Road Guardrail Project to be increased to \$90,000 and be funded from the gas tax capital reserve

5. **ORGANIZATIONAL POLICY/BYLAWS ITEMS**

5.1 First Reading on amendment to Land Use Bylaw to rezone PID 25088626, 556 Valley Road, Westchester

Staff have provided a detailed memo regarding the request for rezoning to permit the development of a new private road which would allow the subdivision of 7 residential lots.

Action: Motion to approve first reading on amendment to the LUB to rezone PID 25088626, 556 Valley Road, Westchester and hold public hearing on September 1st, 2021.

5.2 Amendment to the Tax Exemption and Reduction Policy

The Director of Finance has provided the rationale for minor amendments to our Tax Reduction and Exemption Policy.

Action: Council to provide a motion of Notice Of Intent to consider the amended Tax Exemption and Reduction Policy at our next Council session.

5.3 Outdoor Burning Bylaw

Differences between regulations regarding open air burning in the former Town Of Springhill and the rest of the Municipality have lead to enforcement difficulties. There is a Memo in the package recommending that the matter be referred to the By-Law and Policy Committee for review and a recommendation.

Action: Discussion and a Motion to Refer

BUSINESS ISSUES

6.1 Divert Municipal Adoption Funding

Councillor Houghtaling would like Council to discuss the idea of having staff apply for the municipal adoption funding program through Divert NS to install ReUse centers at the transfer stations in Cumberland County. We can also consider these other options that are eligible projects for this funding:

- Green cart collection of pet waste (e.g. cat litter)
- Curbside recycling of expanded polystyrene
- Clear bags for garbage disposal
- Curbside textile collection
- Addition of composite/engineered wood to wood diversion program
- Separation of clean wallboard for addition to organics, or other value-added product (i.e. cow bedding)
- Curbside recycling of small scrap metal (e.g. pots and pans, end of life metal products)
- Implementation of a Reuse Center
- Separation of asphalt shingles for diversion
- Addition of waxed cardboard to the organics streams

Action: Discussion and if Council so chooses, a motion to have staff apply for the municipal adoption funding program through Divert NS to install ReUse centers at the transfer stations in Cumberland County.

6.2 Ratification of Committee Member to Cumberland Senior Care Corporation Board (CSCC)

Due to the resignation of Marney Gilroy, the Cumberland Senior Care Corporation Board would like Council to ratify the appointment of Peter Lewis to the Board.

Action: Motion to ratify the appointment of Peter Lewis to the Board of the Cumberland Senior Care Corporation (ECL).

6.3 Tender Award – CAO Authorization

In an effort to support the timely completion of projects, staff are recommending that Council authorize the CAO to award tenders and requests for proposals that will close in the summer months.

Action: Motion to authorize the CAO to award tenders and request for proposals for approved capital projects if the bid or proposal does not exceed the project's budget.

6.4 District Grants Applications and Guidelines

A new procedure for processing and approving grants from the District Grants funds has been developed for Council's consideration and is included in the information package along with a Memo from the Director of Community Development.

**Action: Discussion and should Council choose, the following Motion:
That Council approve the new procedure for District Grants, as set out in the application form and "Information and Guidelines" contained in the information package for the July 14th, 2021, session of Council, in place of the relevant provisions of the existing Grant Guidelines as they apply to Local or District Grants.**

6.5 Audit Committee Report

A brief report from the Audit Committee is included in your package. The Audit Committee is requesting Council's ratification of the Auditors for the fiscal year 2020/2021.

Action: Motion to accept the Audit Committee recommendation to Council and appoint Mclsaac Darragh Chartered Professional Accounts as the Municipal Auditor for the 2020/21 Fiscal Year.

7. **INFORMATION ITEMS**

7.1 Cumberland Public Libraries June Report

8. **ADJOURNMENT**

2.2

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.

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 June 16, 2021 Council session of the Municipality of the County of Cumberland to Order at 3:31 p.m.

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

Staff present; Greg Herrett, CAO; Allie McCormick, Director of HR and Community Facilities; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Engineering and Operations; Amanda MacLeod, Corporate Communications Officer; Will Balser, Junior Planner; and Shelley Hoeg, Municipal Clerk who recorded the meeting.

Media present in the meeting:
Bill Martin, Six Rivers News.

2. ADMINISTRATIVE AND PROCEDURAL ISSUES

2.1 Approval of Agenda

IT WAS MOVED by Councillor McCormick, seconded by Councillor Gilroy to approve the agenda with the addition of the Petition from the Parrsboro Citizens in opposition to the local improvement charge.

**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 June 2, 2021 Council meeting.

**No Objections
MOTION CARRIED**

IT WAS MOVED by Deputy Mayor Redmond, seconded by Councillor Porter to approve the Minutes of the June 4, Special Session of Council.

**No Objections
MOTION CARRIED**

2.3 Business Arising

Council was brought up to date on the business arising from the June 2nd and 4th, 2021 meetings and the ongoing business arising by the CAO.

2.4 Public Hearing(s)

There were no public hearings for this meeting.

3. STRATEGIC PRIORITIES ISSUES

There are no strategic priority issues for today's meeting.

4. MAJOR ORGANIZATIONAL ISSUES

4.1 2021/2022 Grants

IT WAS MOVED by Councillor Gould, seconded by Councillor Houghtaling that Council approve grants totalling \$711,801 as set out in the attached spreadsheet and further that Council approve the following sources of funding for the grant program:

2021/2022 Operating Budget	\$528,500
Subdivision Funds	76,575
Reallocation from Compost Budget	82,000
Transfer from Operating Reserve	<u>24,726</u>
TOTAL	<u>\$711,801</u>

**No Objections
MOTION CARRIED**

5. ORGANIZATIONAL POLICY/BY-LAW ISSUES

5.1 First Reading on Amendment to Land Use Bylaw to rezone PID 25152562, Gulf Shore Road, Gulf Shore
IT WAS MOVED by Joseph, seconded by Councillor Houghtaling to approve First Reading of amendment to Land Use Bylaw to rezone PID 25152562, Gulf Shore Road, Gulf Shore and to hold a Public Hearing on this matter at the July 21, 2021 Public Session.

**No Objections
MOTION CARRIED**

5.2 First Reading on amendment to Land Use Bylaw to rezone PID 25062530, 59 Charles Street, Joggins
IT WAS MOVED by Councillor Porter, seconded by Councillor Gilroy to approve First Reading of amendment to Land Use Bylaw to rezone PID 25062530, 59 Charles Street, Joggins and to hold a Public Hearing on this matter at the July 21, 2021 Council Session.

**No Objections
MOTION CARRIED**

5.3 Low-Income Exemption Policy
IT WAS MOVED by Deputy Mayor Redmond, seconded by Councillor Joseph to approve the Low-Income Tax Exemption Policy as presented.

**No Objections
MOTION CARRIED**

6. BUSINESS ISSUES

6.1 Divestiture of Surplus Property
IT WAS MOVED by Councillor Joseph, seconded by Councillor Gould to declare PID 25238379, McGee Street, Springhill as surplus and direct staff to offer the property to abutting landowners for a value not less than the cost to migrate the property and legal fees incurred by the sale.

**No Objections
MOTION CARRIED**

6.2 Shore Drive Community Development Association Loan
IT WAS MOVED by Councillor Goodwin, seconded by Councillor Houghtaling to forgive the \$9916.65 loan made to the Shore Drive Community Development Association in 2017, and agree the Association can retain the HST rebate they received for community development projects.

**No Objections
MOTION CARRIED**

6.3 Tender Award, Salary Review RFP
 Council had previously approved a motion to allow staff to create and advertise a Salary Review RFP. The RFP was advertised and staff are now recommending award of the Tender.

IT WAS MOVED by Councillor Gould, seconded by Councillor McCormick to award the Salary Review RFP to Gerald Walsh and Associates for a value of \$19,275 + HST.

**No Objections
MOTION CARRIED**

- 6.4 National Indigenous Peoples Day
IT WAS MOVED by Deputy Mayor Redmond, seconded by Councillor Joseph that the Municipality recognize National Indigenous Peoples Day by flying the Indigenous Flag (Mi'maq) on June 21, 2021; and further to refer the Flag Policy to the Bylaw and Policy Committee for updating.

**No Objections
MOTION CARRIED**

- 6.5 Proposed Used Rescue Command Vehicle - Shinimicas
IT WAS MOVED by Councillor Gilroy, seconded by Councillor Houghtaling to approve the purchase of a used rescue vehicle from Helie Fire Trucks at a cost of \$195,779.24, contingent on: both parties signing an agreement releasing each other from the contractual obligations of the Tender; and a third party mechanical inspection of the vehicle.

**No Objections
MOTION CARRIED**

7. INFORMATION ITEMS

- 7.1 Local Improvement Charge Petition
Councillor Goodwin added this item to the agenda and supplied Council with a petition received from the residents of the former Town of Parrsboro requesting to not have to pay the Local Improvement Charge levied in the Municipality of Cumberland for residents with frontage on a Waste Water Collection System. **This petition was tabled.**

8. ADJOURNMENT

- 8.1 Adjournment
On motion by Councillor Gilroy, seconded by Councillor McCormick, the meeting was adjourned at 4:08 p.m.

Mayor Murray Scott

Municipal Clerk Shelley Hoeg

MUNICIPALITY OF THE COUNTY OF CUMBERLAND

ACTION LIST

Public Council Meeting

June 16th, 2021

2.3

<u>Action List from The Wednesday, June 16th, 2021 Public Council Meeting</u>	<u>Responsibility</u>	<u>Completion</u>
1. Complete and distribute Action List.	Shelley	Completed
2. Complete Minutes.	Shelley	Completed
3. Follow up on the approval of Grants totalling \$711,801	Steve Melanie Shelby	Completed
4. Advertise Public Hearing of amendment to land use bylaws to rezone PID 25152562 Gulf Shore Road, Gulf Shore	Will Nelson	Completed
5. Advertise Public Hearing of amendment to land use bylaws to rezone PID 25062530, 59 Charles Street, Joggins	Will Nelson	Completed
6. Advertise and inform residents of the approval of the Low Income Exemption Policy	Andrew Amanda Jen M	Completed
7. Offer PID 25238379 to abutting landowners for a value not less than the cost to migrate the property and legal fees incurred by the sale.	Justin	Ongoing
8. Advise the Shore Drive Community Dev. Assoc. that the Mun. will forgive the \$9916.65 loan and agree they can retain the HST rebate and it is to be used for community development projects.	Steve Melanie	Completed
9. Advise Gerald Walsh and Assoc. they were the successful bidder for the Salary Review RFP	Allie	Completed
10. Refer the Flag Policy to the bylaw and policy committee.	Steve	Completed
11. Advise Kelie Fire Trucks and the Shinimicas Fire Department that Council approved purchase of a used rescue vehicle from Helie Fire Trucks at a cost of \$195,779.24, contingent on both parties signing an agreement releasing each other from the contractual obligations of the awarded Tender and that a third party mechanical inspection must be completed on the truck	Justin	Completed

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. Follow up on approval of second reading of the Public Highway Signage Bylaw	Will	Waiting on DOTIR approval, then will advertise
2. Negotiate an agreement with the Parrsboro and Area Harbour Commission for the maintenance of the loop portion of Pier Road owned by the Commission.	Justin	Ongoing
3. Follow up on the motion to order the demolition of the residence at 81 Wolsley Street, leveling of the lot to acceptable standards applicable to that area of the County and removal of all debris, as soon as possible.	Justin Ron	Ongoing
4. Pursue Town of Amherst water extensions to 4 specific areas of the county.	CAO Justin	Ongoing Correspondence has been sent
5. Follow up on demolition order for 1895 Wyvern Road by June 16, 2021.	Justin Ron	Ongoing
6. Follow up on demolition order for 161 Main St. Springhill as soon as possible.	Justin Ron	Completed
7. Divest the Municipality of the following 3 properties: Cowan St Springhill (PID 25226671) Cowan St Springhill (PID 25098831) King St Springhill (PID 25232042) McKay St Springhill (PID 2539633)	Justin	Completed
8. Refer the draft Youth Council Policy to the Policy and Bylaw Committee	Steve	On the June 22 nd bylaw and policy committee meeting agenda
9. Follow up on the approval of a development agreement for 14 Chambers Blvd., Parrsboro	Will	Development Agreement has been sent for legal review by the proponent and then our Solicitor will review before it is signed off on.
10. 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.	Greg	The Mayor and CAO of both units have discussed this item and it is currently ongoing



MUNICIPALITY OF THE COUNTY OF CUMBERLAND

10. Follow up on a presentation to Council regarding the indigenous history of Cumberland County.	Shelley	Awaiting a response from Mr. Gloade
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MEMORANDUM

TO: Mayor and Council

FROM: Will Balsler, Junior Planner, Development Officer

2.4 i)

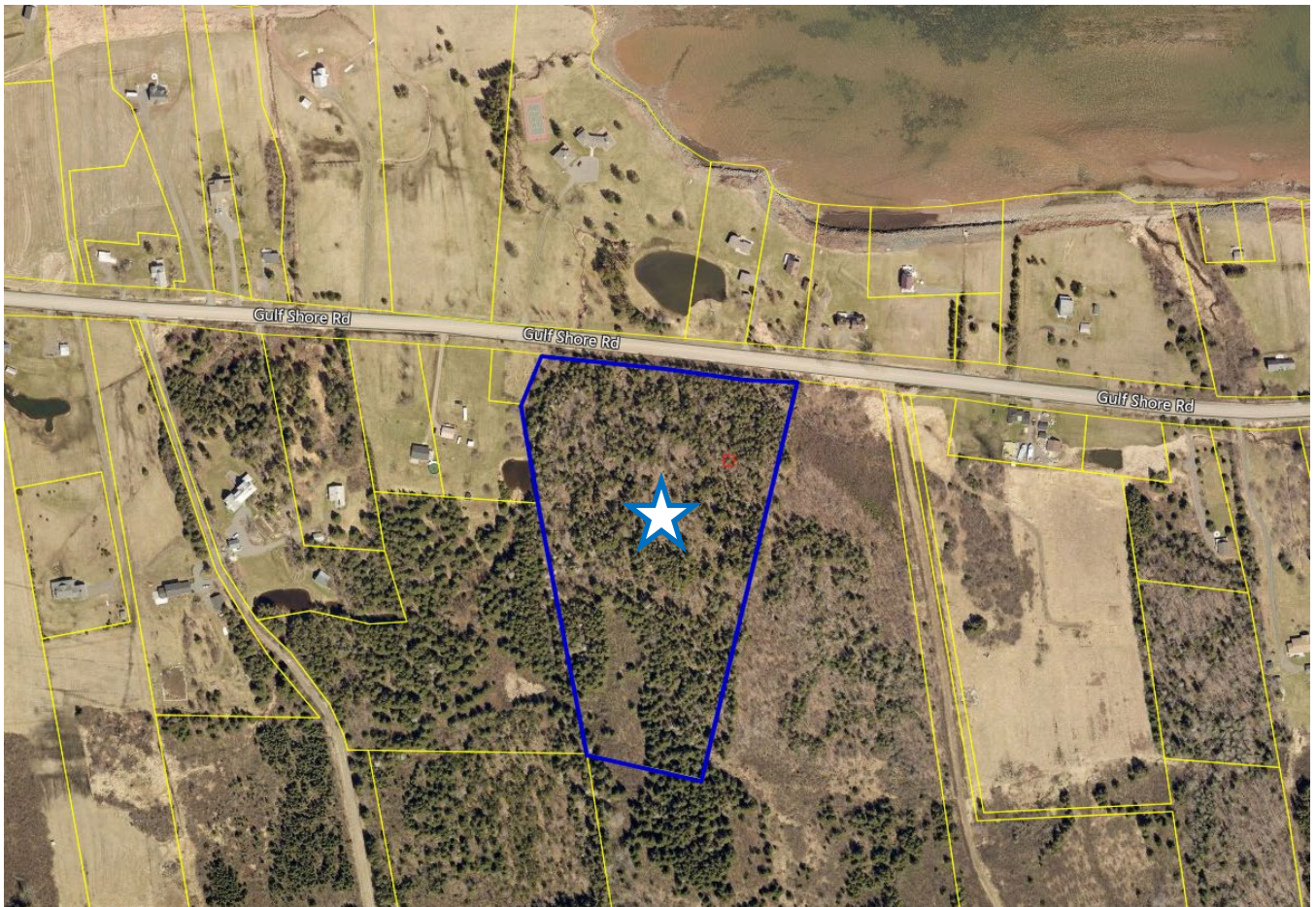
DATE: July 14, 2021

RE: Public Hearing on amendment to Land Use Bylaw to rezone PID 25152562, Gulf Shore Road, Gulf Shore

Background: On May 27th, 2021, Planning and Development staff received an application regarding the property at PID 25152562, Gulf Shore Road, Gulf Shore (the "subject property").

The subject property is located along the Gulf Shore Road, East of the Northumberland Links golf course. The application is for a rezoning to permit the subdivision of 6 lots, including 3 flag lots, 2 with full frontage, and 1 created by a frontage exemption.

From the Land Use Bylaw: FLAG LOT means a lot characterized by the location main body of the lot generally to the rear of another lot and with access provided by a driveway that is part of the flag lot, and that runs beside the lot or lots between the main portion of the flag lot and the street or private road that provides access to the driveway.



Regulatory and Land Use Context:

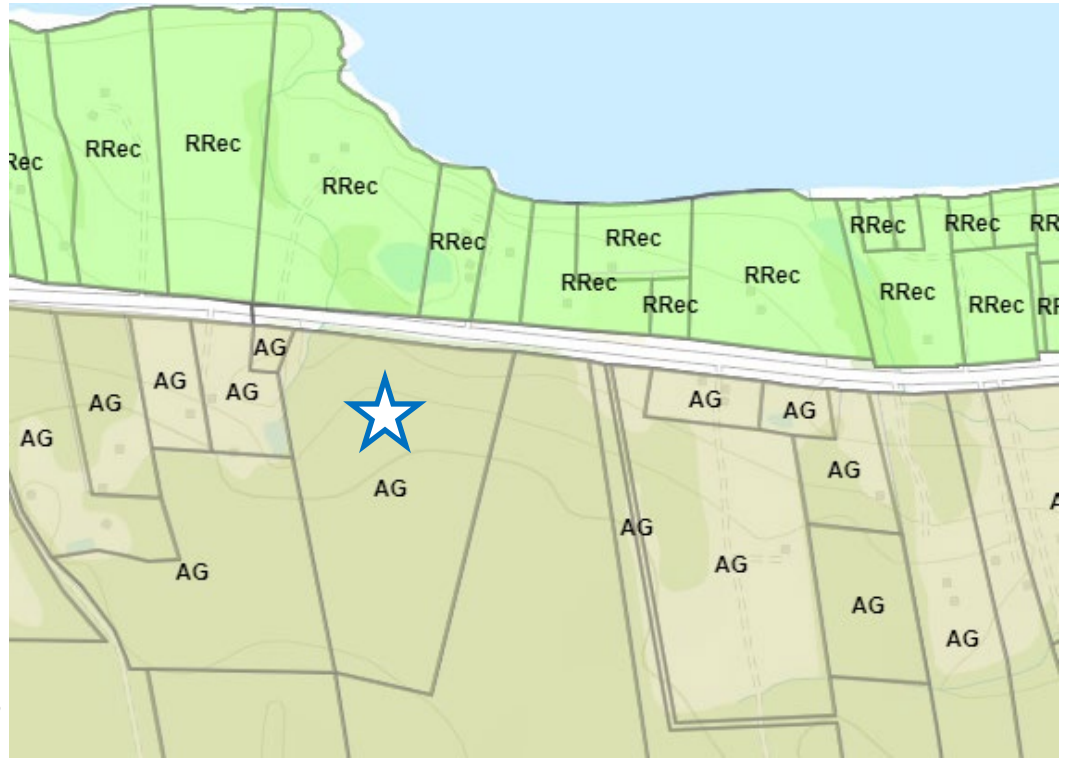
Current Zone: Agriculture (AG)

Proposed Zone: Recreational Residential (RRec)

The subject property is designated as Resource on Schedule A of the Municipal Planning Strategy (MPS). The current Agriculture zoning does not permit the development of Dwellings on Flag Lots.

The neighboring properties are mixed forested lots and cleared fields, zoned as Agriculture (AG) and Recreational Residential (RRec), with a number of dwellings in the area located mostly along the shore.

Rezoning the subject property to Recreational Residential (RRec) would allow the subdivision of 3 flag lots for residential use and is supported by Municipal Planning Strategy Policy 5-33:



Policy 5-33: Council shall, in the Land Use By-law, create the Recreational Residential Zone, intended to permit lower density residential uses on existing public roads and on existing or new private roads, and to address environmental constraints and concerns in areas that are often attractive to recreational development. Permitted uses shall include lower density residential development and agricultural uses. Zone standards shall include large lot sizes and setbacks as a means to reduce the intensity of development and its impact on the natural environment.

The following comment was received for the Public Hearing:

We are happy to see the development in the area - it will allow our family to build on the land and live close together.

Next Steps: Motion to hold Second Reading to the proposed amendment on September 1, 2021.

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

MEMORANDUM

2.4 ii)

TO: Mayor and Council

FROM: Will Balsler, Junior Planner, Development Officer

DATE: July 14, 2021

RE: Public Hearing on amendment to Land Use Bylaw to rezone PID 25062530, 59 Charles Street, Joggins

Background: On June 8th, 2021, Planning and Development staff received an application regarding the property at 59 Charles Street, Joggins - PID 25062530 (the "subject property").

The subject property is located in East Joggins, with frontage along Alderson St. and Charles St. The application is for a rezoning to permit the development of a Recycling Depot – from the applicants letter: *It would consist of moving two 53 foot trailers and one 12' x 16' building (all on wheels) to the rezoned location. We would only be handling recyclable plastics, cans and glass but not metals or batteries. Traffic to the business would be 0 to 8 vehicles daily. We would be open Monday, Wednesday, Friday and Saturday from 11am to 4 pm. Trailers and building would be joined together and skirted in. Recyclables are shipped out once every two weeks.*

From the Land Use Bylaw: RECYCLING DEPOT means a building or part of a building in which consumer materials and goods are collected and sorted prior to shipment but does not include the breaking down of goods into constituent materials or the reprocessing of materials and does not include salvage or scrap yards.



There were no submissions made for the Public Hearing.

Next Steps: Give Second Reading to the proposed amendment on September 1, 2021.

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

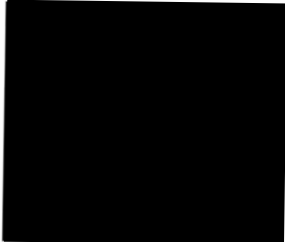


2.4 iii)

NOTICE OF HEARING

DANGEROUS or UNSIGHTLY PREMISES

To:



TAKE NOTICE that pursuant to the provisions of Part XV of the Municipal Government Act regarding Dangerous or Unsightly Premises, the Council of the Municipality of the County of Cumberland will consider ordering you, as the Registered Owner of the property described below, to remedy the dangerous and unsightly condition of the property, at a **ZOOM** meeting to be held at **1pm, Wednesday, July 14, 2021**.

TAKE NOTICE Council will consider ordering the demolition of the residence, the leveling of the lot to acceptable standards applicable to that particular area of the County, and the removal of all debris from the property to an approved facility.

TAKE NOTICE you can attend the meeting, in which case you will be given the opportunity to speak and be heard, before any Order is made. In order to be heard you must register with the Municipality in order to gain speaking rights. You also have the right to send a written brief or letter to the Municipality, in advance of the Hearing.

TAKE NOTICE the property Council will consider making an order with respect to is identified as follows:

31 Pearl Street, River Hebert
AAN: 04251857
PID: 25060807

If you require further information please contact the undersigned at the aforesaid Municipal Building or by telephone (902) 667-3747.

Ron Moore

Administrator of Dangerous or Unsightly Premises

Posted upon the property this 7 day of July, 2021 at the hour of 1:06pm by

By-Law Enforcement Officer

DO NOT REMOVE THIS NOTICE

Any person who removes this notice may be prosecuted pursuant to the Municipal Government Act.



2.4 iv)

NOTICE OF HEARING

DANGEROUS or UNSIGHTLY PREMISES

To:



TAKE NOTICE that pursuant to the provisions of Part XV of the Municipal Government Act regarding Dangerous or Unsightly Premises, the Council of the Municipality of the County of Cumberland will consider ordering you, as the Registered Owner of the property described below, to remedy the dangerous and unsightly condition of the property, at a **ZOOM** meeting to be held at **1pm, Wednesday, July 14, 2021**.

TAKE NOTICE Council will consider ordering the demolition of the residence, the leveling of the lot to acceptable standards applicable to that particular area of the County, and the removal of all debris from the property to an approved facility.

TAKE NOTICE you can attend the meeting, in which case you will be given the opportunity to speak and be heard, before any Order is made. In order to be heard you must register with the Municipality in order to gain speaking rights. You also have the right to send a written brief or letter to the Municipality, in advance of the Hearing.

TAKE NOTICE the property Council will consider making an order with respect to is identified as follows:

46 McGee Street, Springhill, NS
AAN: 01110829
PID: 25237850

If you require further information please contact the undersigned at the aforesaid Municipal Building or by telephone (902) 667-3747.

Ron Moore

Administrator of Dangerous or Unsightly Premises

Posted upon the property this 7 day of July, 2021 at the hour of 11:37am by

By-Law Enforcement Officer

DO NOT REMOVE THIS NOTICE

Any person who removes this notice may be prosecuted pursuant to the Municipal Government Act.



2.4 v)

NOTICE OF HEARING

DANGEROUS or UNSIGHTLY PREMISES

To:



TAKE NOTICE that pursuant to the provisions of Part XV of the Municipal Government Act regarding Dangerous or Unsightly Premises, the Council of the Municipality of the County of Cumberland will consider ordering you, as the Registered Owner of the property described below, to remedy the dangerous and unsightly condition of the property, at a **ZOOM** meeting to be held at **1pm, Wednesday, July 14, 2021.**

TAKE NOTICE Council will consider ordering the demolition of the residence, the leveling of the lot to acceptable standards applicable to that particular area of the County, and the removal of all debris from the property to an approved facility.

TAKE NOTICE you can attend the meeting, in which case you will be given the opportunity to speak and be heard, before any Order is made. In order to be heard you must register with the Municipality in order to gain speaking rights. You also have the right to send a written brief or letter to the Municipality, in advance of the Hearing.

TAKE NOTICE the property Council will consider making an order with respect to is identified as follows:

**7691 Shulie Road, Joggins
AAN: 04554922
PID: 25062670**

If you require further information please contact the undersigned at the aforesaid Municipal Building or by telephone (902) 667-3747.

Ron Moore

Administrator of Dangerous or Unsightly Premises

Posted upon the property this 7 day of July, 2021 at the hour of 2:26pm by

By-Law Enforcement Officer

DO NOT REMOVE THIS NOTICE

Any person who removes this notice may be prosecuted pursuant to the Municipal Government Act.

MEMORANDUM

TO: Mayor Scott and Council
FROM: Andrew MacDonald
DATE: July 5, 2021
RE: Capital Budget Revision – Whitehall Road Guardrail

4.1

Background

In the questions and answers for the May 17th budget meeting, Council had asked if the budget of \$50,000 was sufficient for the Whitehall Road Guardrail replacement project.

In the written responses we said the budget was developed several months earlier and that a more recent quote was obtained for \$82,500 plus HST.

The capital budget was not updated to reflect this new amount and was approved at the original \$50,000. The project is to be funded with gas tax.

Recommendation

Staff are recommending that the capital budget for the Whitehall Road Guardrail Project be revised from \$50,000 to \$90,000 and that this increase also be funded from the gas tax capital reserve.

In Council agrees the following motion would be in order:

That the Capital Budget of the Whitehall Road Guardrail Project be increased to \$90,000 to be funded from the gas tax capital reserve.

MEMORANDUM

5.1

TO: Mayor and Council

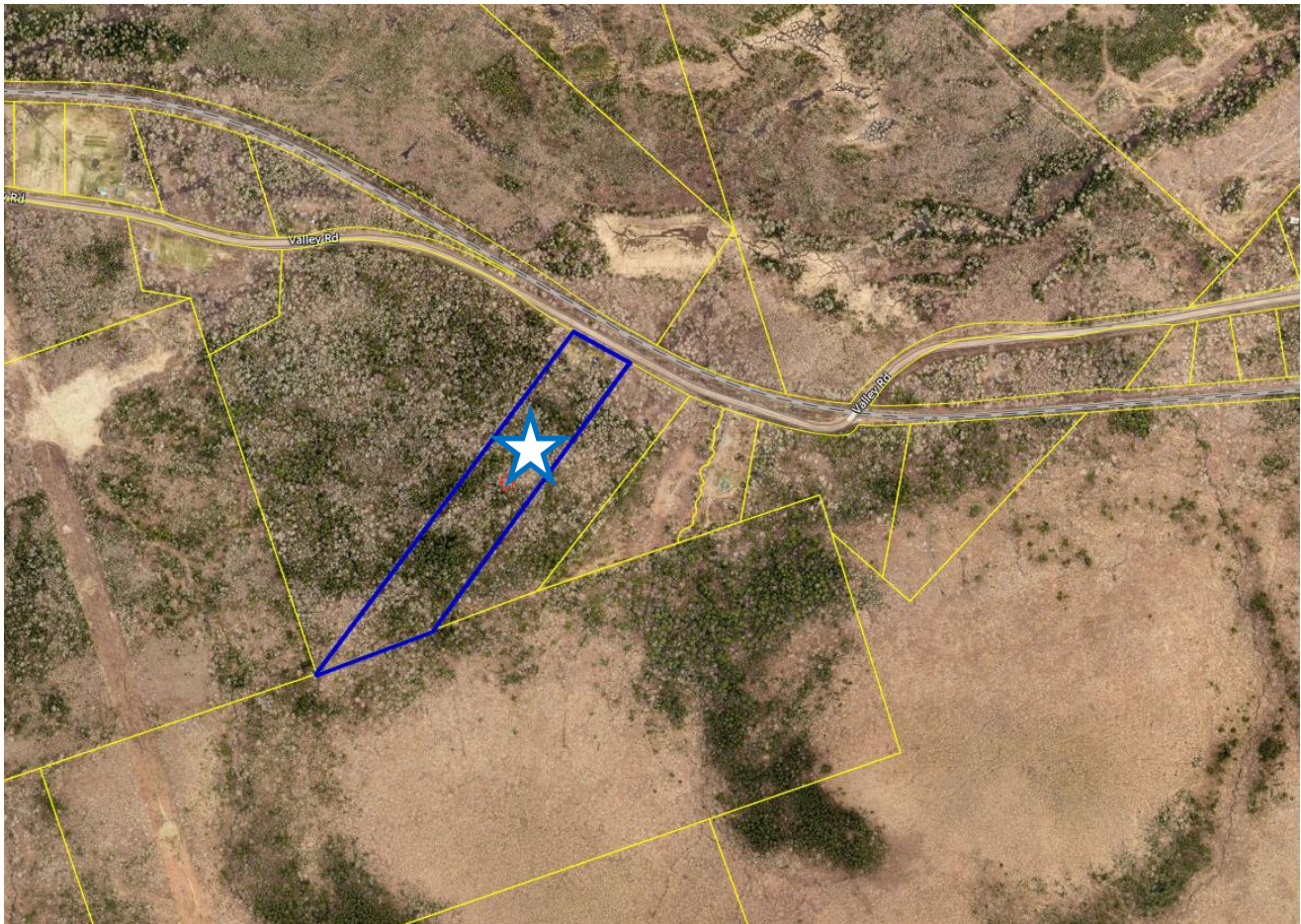
FROM: Will Balsler, Junior Planner, Development Officer

DATE: July 14, 2021

RE: First Reading on amendment to Land Use Bylaw to rezone PID 25088626, 556 Valley Road, Westchester

Background: On July 5th, 2021, Planning and Development staff received an application regarding the property at 556 Valley Road, Westchester - PID 25088626 (the "subject property").

The subject property is located along the Valley Road, just East of Westchester Station. The application is for a rezoning to permit the development of a new private road which would allow the subdivision of 7 residential lots.



Regulatory and Land Use Context:

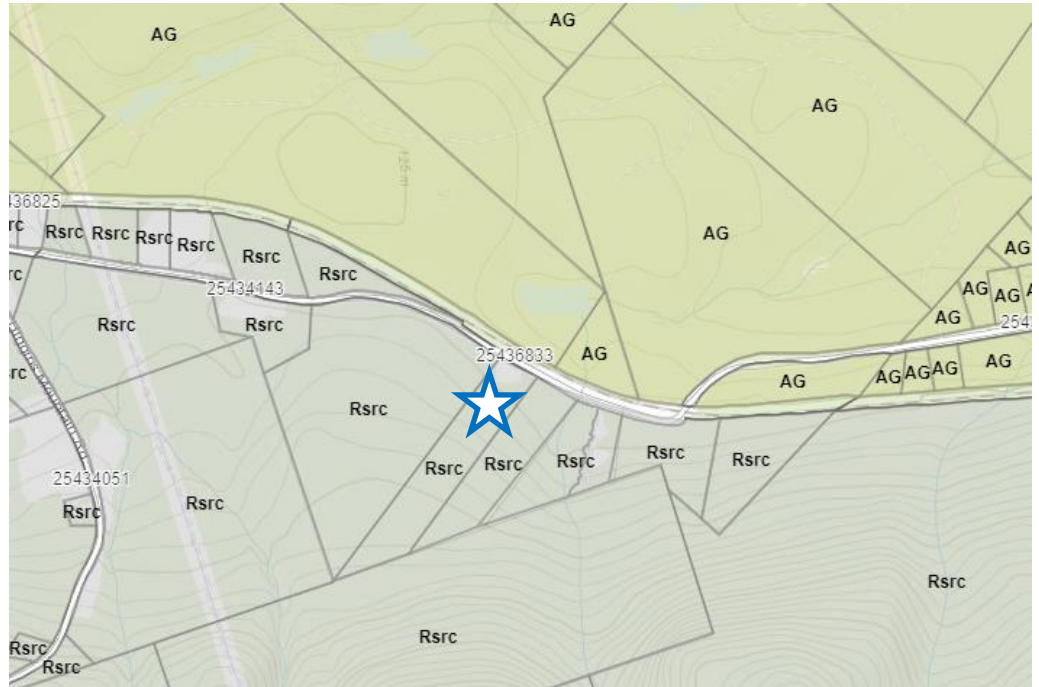
Current Zone: Rural Resource (Rsrc)

Proposed Zone: Recreational Residential (RRec)

The subject property is designated as Resource on Schedule A of the Municipal Planning Strategy (MPS). The current Rural Resource zoning does not permit the development of new private roads.

The neighboring properties are forested lots with very few neighbouring dwellings, zoned as Agriculture (AG) and Rural Resource (Rsrc).

Rezoning the subject property to Recreational Residential (RRec) would allow the development of a private road, and is supported by Municipal Planning Strategy Policy 4-7:



Council shall, through the Land Use By-law and Subdivision By-law, prohibit development on new private roads except on lands in the Lower Density Residential Zone in locations where new public roads are not permitted and on lands in the Recreational Residential Zone, Parks and Open Space Zone, Country Residential Zone, and Commercial Recreation Zone.

It is also supported by MPS Policy 5-33:

Council shall, in the Land Use By-law, create the Recreational Residential Zone, intended to permit lower density residential uses on existing public roads and on existing or new private roads, and to address environmental constraints and concerns in areas that are often attractive to recreational development. Permitted uses shall include lower density residential development and agricultural uses. Zone standards shall include large lot sizes and setbacks as a means to reduce the intensity of development and its impact on the natural environment.

Next Steps: If the amendment passes first reading, staff will prepare advertisements for the public hearing to be held prior to second reading.

Recommendation: Give first reading to the proposed amendments to the Land Use Bylaw and call a public hearing for September 1, 2021, followed by a second reading.

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

MEMORANDUM

TO: Mayor Scott and Council
FROM: Andrew MacDonald
DATE: July 7, 2021
RE: Tax Reduction and Exemption Policy

5.2

Background

Section 71 of the Municipal Government Act (MGA) provides authority to Council to provide full tax exemptions for:

- Property of a registered Canadian Charitable Organization that is used solely for charitable purposes;
- Property of a non-profit community, charitable, fraternal, education, religious, cultural or sporting organization if, in the opinion of Council, the organization provides a service that might otherwise be a responsibility of Council;
- The buildings pump stations, deep wells, main transmission lines, distribution lines, meters and associated equipment of a municipal water utility.

Section 71 of MGA also allows Council to provide a tax reduction from commercial to residential for all or part of the tax payable with respect to any non-profit community, charitable, fraternal, education, religious, cultural if sporting organization.

Tax exemptions and reductions must be done through policy and eligible properties must be named in the policy.

Attached is a copy of the current Tax Exemption and Reduction Policy with proposed changes highlighted in yellow. Schedule A of the Policy list properties receiving full tax exemption and Schedule B list properties receiving a tax reduction.

Proposed Changes to the Tax Reduction and Exemption Policy

Section 2 – Change effective date to April 1, 2021.

Section 4 – Clarify exemptions apply to Springhill and Parrsboro community area rates in addition to general tax rate.

Proposed Changes to the Tax Reduction and Exemption Policy, continued

Add to Schedule A - the following application have been received.

Property	Owner	Extent of reduction	2021 tax levy
Account 00487112	River Hebert/Joggins and Area Development Assoc	Whole	\$2,047.68 (01)
Account 10200067 Crowley Rd Pugwash, Junction, Land	Friends of the Pugwash Estuary	Whole	\$20.23 (03)
Account 05644488 292 Eddy Road Lot 15 Fort Lawrence	Fundy Winds Society	Whole	\$170.17 (03)
Account 3181596 87 Whitehall Road Parrsboro	Parrsborough Shore Historical Society	Whole	\$76.82 (01)

Remove from Schedule A - Properties sold no longer eligible.

Account 889083 Community Hall (old school) Mount Pleasant	Mt Pleasant Community Hall	Whole	\$67.83 (01)
Account 2582686 Hall & Lot Victoria St, Pugwash	Masonic Lodge (Acadia #13)	Whole	\$1,295.91 (01)
Account 889067 Community Hall, Leicester	Leicester Community Hall Assoc	Whole	\$728.36 (02)
Account 00487112 (Replaced with River Hebert/Joggins and Area Development Assoc)	Brookside Curling Club	Whole	\$2,047.68 (01)

Remove from Schedule B - Properties Sold no longer eligible.

Account 03075842 Land/Fellowship Hall 1 Elm Street, Springhill	Masonic Lodge	Partial	\$0.00
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Recommendation

If Council agrees, a motion to give notice of intent to consider the Tax Exemption and Reduction Policy would be in order.

Municipality of Cumberland Policy 21-XX
Tax Reduction and Exemption Policy

1. This Policy is entitled the "Tax Reduction and Exemption Policy".
2. This Policy shall apply to the properties listed in Schedules "A" and "B" commencing April 1, ~~2018~~ **2021**.
3. Pursuant to section 71(1) of the Municipal Government Act, the properties listed in Schedule "A" to this Policy shall be, subject to sections 4 and 7 of this Policy, exempt from real property taxation.
4. The tax exemption provided in section 3 shall apply to general tax and **community areas rates in Springhill and Parrsboro** only; shall not apply to any fire, sewer, or streetlight, village or area rates or charges; and shall only apply to the portion of the property specified in Schedule "A".
5. Pursuant to section 71(2) of the Municipal Government Act, the real property tax payable with respect to the properties listed in Schedule "B" to this Policy shall be, subject to sections 6 and 7 of this Policy, reduced to the tax that would otherwise be payable if the property were residential property, inclusive of area rates.
6. The tax reduction provided in Section 5 shall apply only to that portion of the property specified in Schedule "B".
7. When a property listed in Schedule "A" or "B" ceases to be owned or occupied by the owner indicated in the schedule, or if the property ceases to be occupied for the purpose, which pursuant to section 71(1) and 71(2) of the Municipal Government Act enabled the Municipality of Cumberland to include the property in this Policy, the tax exemption or reduction shall cease and the owner(s) of the property shall immediately be liable for the normal real property tax on such property for the portion of the taxation year then unexpired.
8. All previous Tax Reduction and Exemption Policies for the Municipality are hereby repealed.
9. This Policy comes into force upon adoption.

Clerk's Annotation for Official Policy Book

Date of Notice to Council of Intent to Consider (7 days minimum): _____

Date of Passage of Current Policy: _____

I certify that this Policy was adopted by Council as indicated above.

Municipal Clerk

Date

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Account #889032 Upper Linden Community Hall	1	Upper Linden Community Hall Association	Whole
Account #4479807 Northport Community Hall	2	Northport Community Organization	Whole
Account #4716329 Tidnish Community Hall	3	Tidnish Crossroads Community Association	Whole
Account #7516215 Building & Land Tidnish	4	Tidnish Crossroads Community Association	Whole
Account #889156 Hall, Wallace	5	Wallace Community Association	Whole
Account #889164 Hall, Wallace Station	6	Wallace Station Community Association	Whole
Account #2999633 Hall & Lot, Malagash Mines	7	Trustees of the Malagash Mine Community Club	Whole
Account # 5673119 Monument Lot, North Wallace	8	North Cumberland Historical Society	Whole
Account #889113 Old School, Streets Ridge	9	Streets Ridge Community Hall Association	Whole
Account #889628 Community Hall, Wentworth	10	Wentworth Community Hall Association	Whole
Account 04968808 Land, Malagash Mine	11	Trustees of the Malagash Mine Community Club	Whole
Account #3402916 Old School, Westchester Station	12	Westchester Community Hall Association	Whole
Account #4864859 Recreation Centre, Wentworth	13	Wentworth Recreation Hall Association	Whole
Account #889083 Community Hall (old school) Mt Pleasant	14	Mt Pleasant Community Hall Association	Whole
Account #3403092 Recreation Centre Springhill Junction	15	Springhill Junction Community Recreation Centre	Whole

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Account #28851 Fossil Display & Information Centre, Joggins	16	Municipality of Cumberland c/o Fossil & Display Centre	Whole
Account #889091 Hall, Minudie	17	Minudie Community Hall Association	Whole
Account #2298198 Recreation Hall & Lot River Hebert	18	River Hebert Citizens Association	Whole
Account #2650991 Old School, Maccan	19	Maccan Community Centre Society	Whole
Account #100749 Hall & Lot, Apple River	20	Apple River Community Association	Whole
Account #889202 Hall & Lot, Spencer's Island	21	Spencer's Island Community Hall Association	Whole
Account #889237 Community Hall, Fraserville	22	Fraserville Community Hall Association	Whole
Account #889253 Community Hall, Greenhill	23	Greenhill Community Hall Association	Whole
Account #1231456 Building & Lot, Diligent River	24	Diligent River Recreation Committee	Whole
Account #5388082 Building & Land, Advocate	25	Advocate District Development Association	Whole
Account #2582694 Hall, Wallace	26	Wallace Masonic Lodge	Whole
Account #3075885 Masonic Lodge & Community Hall, River Philip	27	River Phillip Masonic Lodge Hall and Community Hall Association	Whole
Account #687561 Building and Lands Smith Road	28	Springhill & District LA Animal Shelter Society Registered Charity	Whole
Account # 3187616 Recreation Park Meadow Park	29	Meadow Park Recreation Society	Whole

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Account # 889016 Community Hall & Lot, Fenwick	30	Fenwick Community Hall Association	
Account #889652 Community Hall & Lot, Brookdale	31	Brookdale Community Hall Association	Whole
Account #889024 Community Hall Lower Shinimicas	32	Sunrise Citizens Club of Northport	Whole
Account #73962 Lot & Building King St., Pugwash	33	Pugwash Ground Search & Rescue Inc.	Whole
Account #889121 Community Hall (Old School) Conn's Mills	34	Conns Mills Community Hall Association	Whole
Account #2582635 Hall & Land Water Street, Pugwash	35	Silver Spray Rebecca Lodge No. 1	Whole
Account #2582686 Hall & Lot Victoria St., Pugwash	36	Masonic Lodge (Acadia #13)	Whole
Account #2999617 House, Buildings & Land Malagash Mines	37	Malagash Christian Fellowship Registered Charity	Whole
Account #4394526 Building/Land, Miller Road	38	Sport Pugwash	Whole
Account #4796543 Land, Wallace	39	Wallace Recreation Committee	Whole
Account #889059 Lot, Oxford Junction	40	Oxford Junction Community Hall Association	Whole
Account #889067 Community Hall, Leicester	41	Leicester Community Hall Association	Whole
Account #2582589 Masonic Hall River Hebert	42	A F & A M Lodge No. 86	Whole

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Account #3210677 Medical Centre, River Hebert	43	The Dr. D.M. Cochrane Memorial Medical Centre	Whole
Account #3263754 Museum, Minudie	44	Minudie Tourist Association	Whole
Account #3403068 Display Centre & Land River Hebert	45	Municipality of Cumberland Heritage Models Association	Whole
Account #3383121 Light House No. 186 Spencer's Island	46	Spencer's Island Community Association	Whole
Account #5377269 Building & Lot, Port Greville	47	Greville Bay Ship building Museum Society	Whole
Account #03970949 Land	48	Trustees of Masonic Lodge c/o Bruce Stewart	Whole
Account #02647443 Land	49	Pugwash Volunteer Fire Department	Whole
Account #04864883 Land	50	Wentworth Voluntary Fire Brigade	Whole
Account #09687351 Land	51	Wallace & Area Recreation Committee	Whole
Account #02613875 Building & Lot	52	Tidnish Crossroads Community Association	Whole
Account # 10007526 Land (Lot 2007-3) Pugwash	53	Northumberland Community Curling Club	Whole
Account # 02246309 Land	54	Malagash Heritage Association	Whole
Account # 02698293 Land	55	Malagash Heritage Association	Whole
Account #05562066 Land	56	Wallace Museum Society	Whole
Account #07515294 Land	57	River Hebert Athletic Association	Whole

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Account #02010275 Land	58	Southampton and Area Ball Association	Whole
Account # 04530357 Building & Land	59	Between the Hearts Renewal Centre	Whole
Account # 00209929 Pugwash	60	Camp Pagweak	Whole
Account # 00487112	61	Brookside Curling Club River Hebert/Joggins and Area Dev Assoc.	Whole
Account # 00487112	61	River Hebert/Joggins and Area Dev Assoc.	Whole
Account # 04839773. Land	62	Friends of the Pugwash Estuary 2169 Crowley Road	Whole
Account # 10200067 Crowley Rd Pugwash Junction, land	63	Friends of the Pugwash Estuary	Whole
Account # 03403424 Campground, 95 Mills Road Advocate Harbour	63	Advocate District Development Association	Whole
Account # 00889733 Land/Fellowship Hall, 625 Thompson Rd, Millvale	64	Community Hall of Trustees	Whole
Account # 07517688 Land, Hwy 366 Northport	65	Northport Harbour Authority	Whole
Account # 09213015 Land, Hwy 366 Northport	66	Northport Harbour Authority	Whole
Account # 10536766 Land/Lease, Northport	67	Northport Harbour Authority	Whole
Account # 09360565 Lease, 7765 Hwy 366 Parcel 96-1 Northport	68	Northport Harbour Authority	Whole

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Land/Museum 36 Main Street, Springhill			
Account 04962834 Visitor Center 1115 West Bay Road	70	Fundy Ocean Research Center for Energy Limited (FORCE) c/o Arlene Smith	Whole
Account # 1008692 Land	71	Lions Club of Parrsboro	Whole
Account # 04683323 Land / Arena 210 King St., Parrsboro	72	Lions Club of Parrsboro	Whole
Account #10599202 Land 210 King St, Parrsboro	73	Lions Club of Parrsboro	Whole
Account #04283546 Theatre, 18 Main Street Lot 02-XYZ, Parrsboro	74	The Ships Company Theatre Society	Whole
Account #03382702 Lighthouse41 Lobster Cove Lane Lot 1 Amherst Shore	75	Coldspring Heritage Society	Whole
Account # 10678668 Land Educational 13371 Hwy 4, Wentworth Centre	76	Wentworth Learning Centre Cooperative Ltd.	Whole
Account # 03668835 Land / Fellowship Hall Parrsboro Band Hall 44 King Street	77	Parrsboro Band Association	Whole
Account #00640883 Lot 249A and Dwelling Hostel 245 Wentworth Station Road	78	Canadian Youth Hostel Association	Whole
Account 03309363 Land/walking trail	79	Greville Bay Citizens for Health and Fitness	Whole

Tax Reduction and Exemption Policy 21-XX
SCHEDULE A

PROPERTY	#	OWNER	EXTENT OF EXEMPTION
Account # 04634977 Land, Black River Road	80	Oxford and Area Trails Association	Whole
Account #10743941 Land, Black River Road	81	Oxford and Area Trails Association	Whole
Account # 05644488 292 Eddy Road Lot 15 Fort Lawrence	82	Fundy Winds	Whole
Account # 3181596 87 Whitehall Road Parrsboror	83	Parrsborough Shore Historical Society	Whole

Tax Reduction and Exemption Policy 19-XX
SCHEDULE B

<u>PROPERTY</u>	<u>#</u>	<u>OWNER</u>	<u>EXTENT OF REDUCTION</u>
Account #9361944 Building & Land Sutherland's Lake	1	Bragg Lumber Company Ltd. c/o Sutherland's Lake Trail Groomers Association (leased)	Partial
Account #2152592 Building & Lot Southampton	2	Irving Oil Ltd. c/o Glooscap Trail Snowmobile Club (Leased)	Partial
Account #00759147 Buildings & Land	3	Church of the Nazarene Big Lake Camp	Partial
Account #10345057 Land	4	Wentworth Ski Race Club	Partial
Account #01031074 Land	5	Cumberland Snowmobile Club	Partial
Account # 03769437 Land/Fellowship Hall 8 Pioneer Street, Springhill	6	Pioneer Street Club	Partial
Account # 03075842 Land/Fellowship Hall 1 Elm Street, Springhill	7	Masonic Lodge	Partial
Account # 02582678 Land Main Street, Springhill	8	Governing Council of the Salvation Army	Partial
Account # 03538605 Medical Clinic 272 Gulf Shore Road Lot 1A Pugwash	9	Pugwash and Area Professional Centre Association	Partial
Account # 03260577 Res/Com Mix 159 Main Street, Parrsboro	10	Masonic Lodge No 17	Partial
Account #03042561 Land Industrial 3874 Hwy 302, Nappan	11	Cumberland Marksman Association	Partial

MEMORANDUM

TO: Council, Mayor and CAO
FROM: Steve Ferguson, Director of Community Development
DATE: July 8, 2021

5.3

RE: Outdoor Burning By-Law

The purpose of this Memo is to request Council's direction with regard to possible amendment of the Municipality's Outdoor Burning By-Law to include specific provisions related to the communities of Springhill and Parrsboro.

It has come to our attention that authorities in the community of Springhill are having difficulty enforcing the former Town's by-law restricting open air burning (which is still in force today). Part of the difficulty is that the Municipality's By-Law permits certain fires that are not permitted by the former Town's By-Law.

It has been suggested that it would be much easier to enforce the regulations regarding outdoor burning if they were all contained within one up to date by-law, even if Council decides to put different regulations in place for different areas of the Municipality.

It is recommended that Council refer this matter, including the relevant regulations of the Municipality and the former Towns of Springhill and Parrsboro, to the By-Law and Policy Committee for review, and that the Committee be directed to provide Council with a report and recommendations by November 15, 2021. That would allow sufficient time for any amendments and repeals to be completed before the spring of 2022.

If Council agrees, the following motion would be in order:

That Council refer the question of the amendment and possible consolidation of the current by-laws in effect regarding outdoor burning in the Municipality to the Policy and By-Law Committee, with a report recommending any possible changes to be provided to Council by November 15, 2021.

MEMORANDUM

6.3

TO: Greg Herrett, CAO
FROM: Justin Waugh-Cress, P.Eng.
DATE: July 6, 2021
RE: Tender Award – CAO Authorization

Following Council's approval of the 2021/22 Capital Budget staff have started the procurement processes for projects and equipment.

To support the timely completion of projects, it is recommended that Council authorize the CAO to award the tenders and requests for proposal for approved projects to the successful bid or proposal if it does not exceed the project's budget.

A list of projects that will be procured is attached.

Action Requested:

Motion to authorize the CAO to award tenders and request for proposals for approved capital projects if the bid or proposal does not exceed the project's budget.

The following projects are actively being procured:

No.	Name	Closing Date	Budget
T-MCC-2104	Paving of Municipal Streets Parrsboro and Springhill Communities	July 09, 2021	\$1,600,000
T-MCC-2105	Whitehall Rd Guardrail Replacement - Parrsboro	July 13, 2021	\$50,000 (potentially revised to \$82,500+HST)
T-MCC-2106	Parrsboro Waterline Replacement – Layton St.	July 13, 2021	\$400,000
RFP-MCC-2104	Main St. and Junction Rd Infrastructure Rehabilitation Project Springhill, NS	June 18, 2021	\$140,000
RFP-MCC-2105	Supply of One Backhoe	July 13, 2021	\$160,000

It is planned to issue tenders or request for proposals for the following approved capital projects and equipment in July and August:

Name	Closing Date	Budget
By-Law Truck	TBD	\$38,000
Wallace Wastewater Treatment Plant	TBD	\$352,000
Parrsboro Replace Aboiteau Sidewalk Barrier Posts	TBD	\$75,000

MEMORANDUM

TO: Council, Mayor and CAO
FROM: Steve Ferguson, Director of Community Development
DATE: July 9, 2021

6.4

RE: District Grants – Proposed New Procedure

The purpose of this Memo is to request that Council approve a new procedure for the approval of District Grants. Funding for District Grants was approved in the 2021/22 budget.

During the 2021/22 Budget process, Council identified the need for a significant increase in funding to support the Local Grants Program. This funding was approved under the heading "District Grants". It has become apparent that in order to get these funds effectively and efficiently into the hands of local volunteer organizations, a simpler procedure than that prescribed by the current Grant Guidelines will be required. Those Guidelines were approved by motion of Council and can be changed or varied by another motion.

In order to meet the need for a simpler procedure, staff have developed a new, shorter application form, together with a one-page "Information and Guidelines" document. Those are attached to this Memo for Council's consideration. Together they set out the new procedure that is being recommended for Council's approval. The proposed new procedure provides that the CAO has the authority to approve District Grants without bringing each one back to Council for ratification.

If approved, the application form and "Information and Guidelines" will be printed on both sides of a single sheet of paper for convenience and ease of distribution.

If Council agrees, the following motion would be in order:

That Council approve the new procedure for District Grants, as set out in the application form and "Information and Guidelines" contained in the information package for the July 14th, 2021, session of Council, in place of the relevant provisions of the existing Grant Guidelines as they apply to Local or District Grants.

DISTRICT GRANTS TO NON-PROFIT and CHARITABLE ORGANIZATIONS APPLICATION FORM

(see other side for information and guidelines)

6.4

GENERAL INFORMATION

What is your organization's full registered name?

Which Municipal Councillor is this application directed to?

(Call 902-667-2313 or Toll Free: 1-888-756-6262 if you are unsure)

Organization Contact Person:

Position:

Full Mailing Address:

Phone:

E-mail Address:

What does the organization do?

Please provide a brief description of the proposed project or activity:

What is the total cost of your project or activity?

\$ _____ (Specify a dollar amount)

Amount of assistance requested from the Municipality:

\$ _____ (Specify a dollar amount)

Councillor's Recommendation: \$ _____

Signature: _____ **Date:** _____

Approved Amount: \$ _____ **Signature of CAO:** _____ **Date:** _____



Municipality of Cumberland
District Grants Program
Information and Guidelines

1. Who can apply?

Only registered non-profit or charitable organizations can apply. Grants cannot be approved for individuals or businesses.

2. How to Apply

Simply fill out the form on the other side and deliver it to your District Councillor or the Mayor. Your Councillor or the Mayor will check to ensure the form is complete and will deliver it to the Municipal CAO's Office, along with their recommendation. If you are unsure who your District Councillor is, call 902-667-2313 or Toll Free: 1-888-756-6262.

3. How are District Grants approved?

The CAO will check the completed form to ensure it complies with these Guidelines. If there are sufficient funds left in the applicable District Grant fund to comply with the Councillor's recommendation, the CAO will approve the Grant and will provide a cheque to the District Councillor for delivery.

4. What sort of project or activity can be funded?

The Municipality of Cumberland recognizes the important contribution that volunteer organizations make to the sustainability of our communities and wishes to support their efforts by providing financial assistance. This Program may be used to support any type of project or activity that benefits the community, including recreation, health and healthy living, social opportunities and community service, stewardship of the environment, education and life-long learning, community economic development & tourism, heritage, culture, and creative arts.

5. How much money is available?

For the fiscal year that began on April 1, 2021, and ends on March 31, 2022, Council has approved \$10,000 for each District and the Mayor (\$90,000 total).

MEMORANDUM

6.5

TO: Mayor Scott and Council
FROM: Audit Committee
DATE: July 7, 2021
RE: Audit Committee Report

The Audit Committee met on June 22, 2021. Items discussed included review of the 2021/22 budget, update on 2020/21 year-end and audit, and a brief review of the Municipality's Financial Indicators.

The following motion was approved:

That the Audit Committee recommend to Council the appointment of Mclsaac Darragh Chartered Professional Accounts as the Municipal Auditor for the 2020/21 Fiscal Year.

If Council agrees a motion to accept the Audit Committee recommendation would be in order.

External Committee Report

Cumberland Public Libraries

June 10, 2021

7.1

Auditor's Report

Ms. Smith of Jorgensen & Bickerton Chartered Accountants went over the audited statement and answered questions for the Board. The Board passed 2020-21 auditor's report.

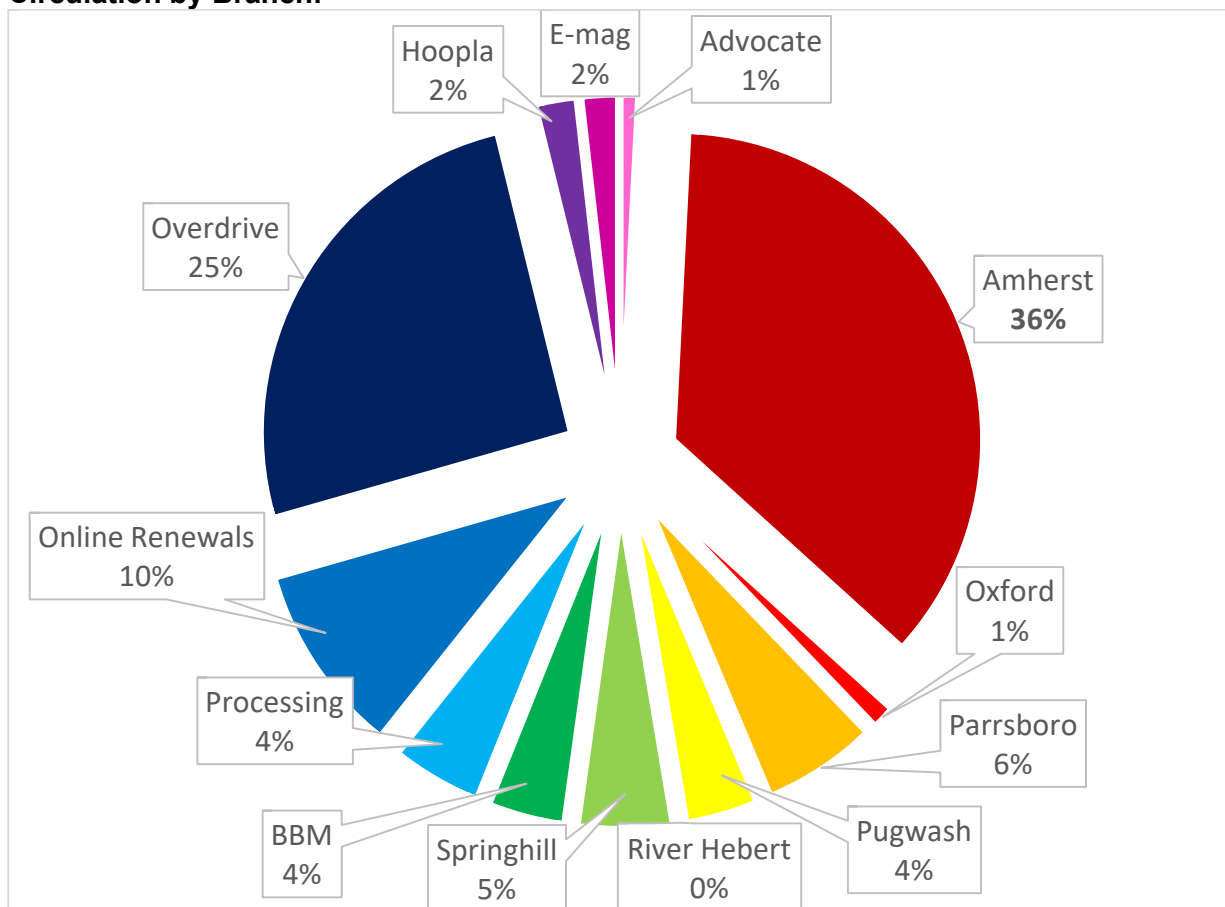
Financial Report

Ms. Corey provided the Board with the budget for the 2021-22 fiscal year. The Board requested some amendments be made so the budget will be sent to the Board for an email vote.

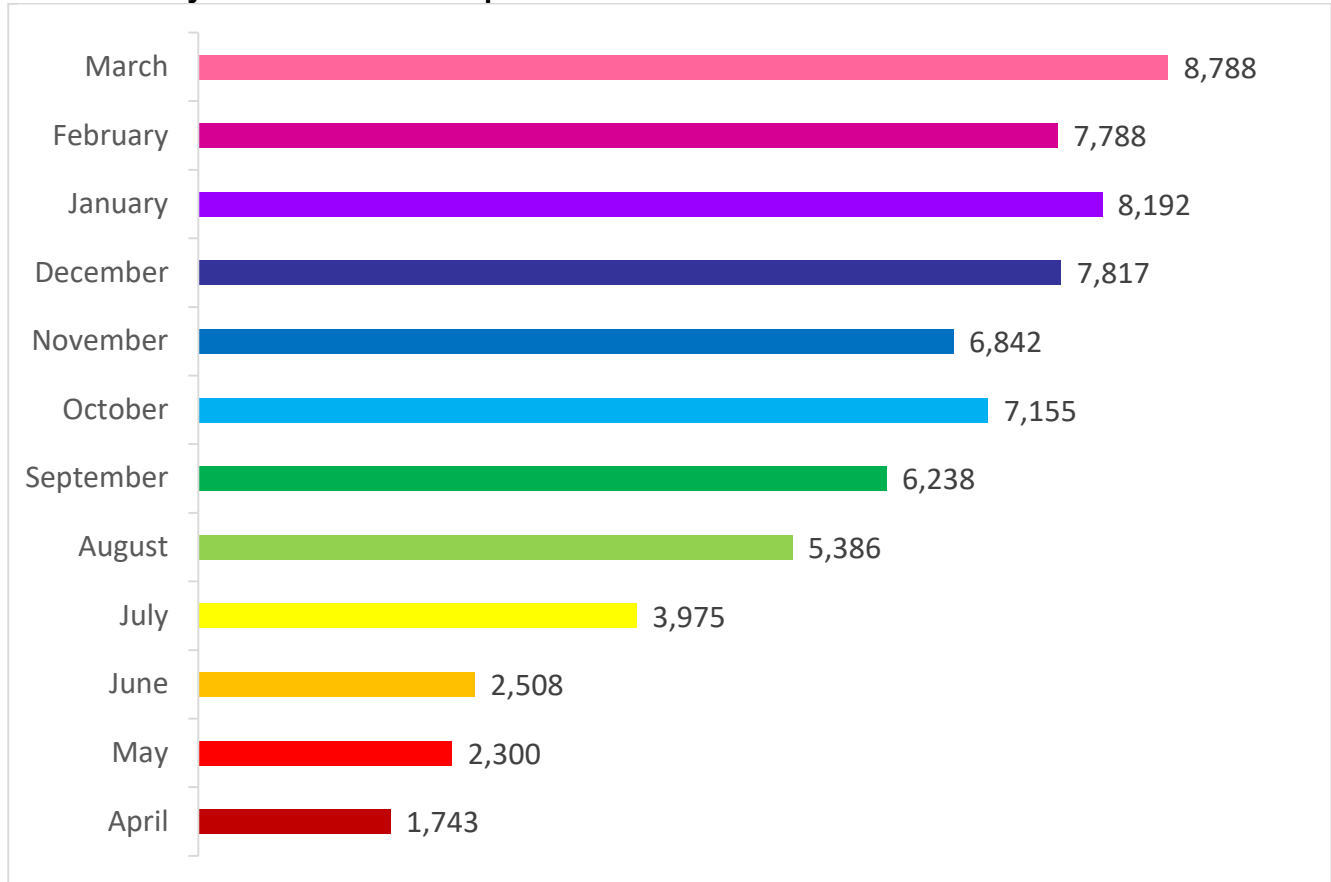
2020-21 Annual Statistics

During 2020-21, Cumberland Public Libraries signed out 68,782 items, including books, DVDs, magazines and more, and had over 27,000 visits to our libraries. The County libraries signed out 10,420 items, had 6479 visits.

Circulation by Branch:



Circulation by Month: March 21- April 20



During April and May the Library was closed to the public we were sending patrons items using our Borrow by Mail Service. Patrons were also using are electronic resources. In July 2020 County libraries opened for patrons to pick up holds.

Programs

Cumberland Public Libraries posted 299 programs on Facebook and had 49,529 views. From October 2020 to March 2021 we created 12 Take N Make craft kits with 1,521 participants.

A complete Cumberland Public Libraries Annual report will be available in August 2021.

Next Board meeting September 21, 2021.