

Municipality of the District of Lunenburg

Minutes of a Meeting of the Finance Committee

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, NS
Tuesday, April 4, 2023 – 9:00 a.m.

Attendance

Councillor Cathy Moore, District 5, Chair
Mayor Carolyn Bolivar-Getson (via TEAMS)
Councillor Leitha Haysom, District 1
Councillor Martin Bell, District 2
Councillor Wendy Oickle, District 3
Deputy Mayor Pam Hubley, District 4
Councillor Sandra Statton, District 6
Councillor Michelle Greek, District 7
Councillor Reid Whynot, District 9
Councillor Chasidy Veinotte, District 10, Vice Chair

Regrets

Councillor Kacy DeLong, District 8

Staff

Tom MacEwan, Chief Administrative Officer
Alex Dumaresq, Deputy CAO
Elana Wentzell, Director of Finance
April Whynot-Lohnes, Municipal Clerk
Lori Ferraina, Recording Secretary

1. Call to Order

Councillor Moore called the meeting to order at 9:00 a.m. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2. Announcements/Acknowledgements/Recognition

Councillor Haysom acknowledged and congratulated the Petite Riviere Fire Department on their most successful lasagna fundraiser and the circulation of their first community newsletter.

Councillor Greek announced that Walden Fire Department is having an Easter Bingo on Monday night.

3. Public Input - Nil

4. Approval of Agenda

Moved by Councillor Whynot, seconded by Councillor Hubley, that the Agenda be approved as circulated. Carried unanimously.

5. Approval of Minutes – March 7, 2023

Moved by Councillor Whynot, seconded by Councillor Oickle, that the Minutes of March 7, 2023, Finance Committee meeting be approved as circulated. Carried unanimously.

6. Business Arising from Minutes - Nil

7. Awarding of Tenders/RFPs - Nil

8. Presentations/Scheduled Times - Nil

9. Consideration of Correspondence - Nil

10. Recommendations from Council - Nil

11. Staff Reports

11.1 Finance Committee

11.1.1 2023-2024 Five-year Capital Budget & Canada Community Building Fund Investment Plan

Elana Wentzell, Director of Finance, reviewed the report “2023-2024 Five-year Capital Budget & Canada Community Building Fund Investment Plan” (circulated with the agenda).

She noted that the changes suggested by Council at the March 7, 2023, Finance meeting were implemented as follows:

- Page 1: Budgeted funds from Wile’s Lake and Indian Falls Parks (\$125,000) were moved to the Park Standards Upgrades budget. The Park Standards review will determine where the \$340,000 budget will be spent this year. The MARC re-imagining consultation and assessment was moved to Year Four.
- Page 3: Community Solar Garden – the County Community Fund (LCCF) of \$880,000 to be held in Trust for the project. Revenues generated from the project will help offset withdrawals made from reserves to avoid any required capital borrowing.
- Page 3: Descriptions and notes were updated for the Petite Riviere Watershed Flood Mitigation Project, Public Transit in Osprey Village, EV Chargers Study and EV Fleet Chargers.
- Page 7: Funding in Year Two was updated for the LCCF contribution and increased reserves contribution.

Moved by Councillor Hubley, seconded by Councillor Whynot, that the Finance Committee recommend to Council that Municipal Council approve the 2023-2024 Capital Budget and the Canada Community Building Fund Investment in the amount of \$9,420,024; and further that the Five-Year Capital Plan be approved as presented. Carried unanimously.

Moved by Councillor Veinotte, seconded by Councillor Bell, that the Finance Committee recommend to Council that Municipal Council approve the 2023-2024 Reserves Transfers as presented in the Five-Year Capital Plan. Carried unanimously.

11.2 Recreation Department

11.2.1 Parks & Open Space Standards and Guidelines

Marta Selassie, Trails & Open Space Coordinator, gave a presentation on the “Parks & Open Space Standards & Guidelines”, and provided details on the following:

- Foundation
- Park Standards
- Accessibility
- Park Categories (Regional, Destination, Neighbourhood, Parkette, Conservation Land and Sport Parks)
- Next Steps

Discussion followed and the Committee by consensus agreed that the parks listed under the regional parks category include Wile’s Lake Park and that it be clear that development timelines for this park would be determined during the implementation strategy.

Further amendments included addition of porta potties, washroom facilities at Church Lake and Indian Path parks, and to include Cape Lahave to the Conservation parks category.

Staff reviewed the implementation and evaluation strategy and how they will develop levels of service to ensure the minimum standards defined are met.

Moved by Councillor Oickle, seconded by Councillor Hubley, that the Finance Committee recommend to Council that Municipal Council adopt the Parks and Open Space Standards and Guidelines, creating space for everyone as presented with changes and direct staff to begin implementation in 2023. Carried unanimously.

Ms. Selassie left the meeting.

11.2.2 Financial Assistance Request: Bridgewater Fire Department Band

Councillor Whynot and Councillor Greek declared conflict of interest and left the table.

Trudy Payne, Director of Recreation, Parks, & Tourism, was in attendance and reviewed the report, “Request for Decision - Financial Assistance Request: Bridgewater Fire Department Band” (circulated with the agenda).

Ms. Payne reported that a request to travel and perform at Menin Gate in 2020 was postponed due to Covid. The Band will be performing at several locations throughout Europe in August of 2023 and are requesting additional funding to help with their travels. The request does not fit within regular grant criteria however, there is monies available in the council contingency fund.

Moved by Councillor Statton, seconded by Councillor Haysom, that the Finance Committee recommend to Council that Municipal Council award the Bridgewater Fire Department Band \$2,500 towards their trip to perform at Menin Gate from August 17 to 25, 2023, and that the funds come from the Council approved Contingency Fund. Carried unanimously.

Councillor Whynot and Councillor Greek returned to the council table.

Councillor Moore called a recess at 10:07 a.m. and the meeting resumed at 10:18 a.m.

12. Added Items - Nil

13. In Camera

At 10:19 a.m. it was moved by Councillor Whynot, seconded by Councillor Hubley, that Municipal Council go In Camera to discuss item 13.1 Land Negotiation under Section 22(2)(a) of the MGA. Carried

Municipal Council in Camera in session.

At 10:30 a.m., it was moved by Councillor Whynot, seconded by Councillor Haysom, that Municipal Council come out of In Camera and return to open session. Carried

Municipal Council in session.

14. Adjournment

There being no further business at 10:30 a.m., the meeting adjourned.



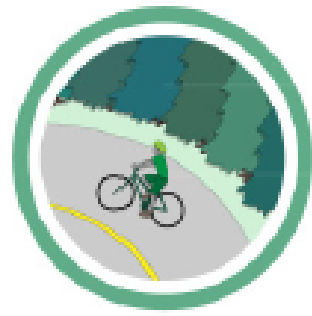
PARKS & OPEN SPACE

STANDARDS & GUIDELINES

creating space for everyone



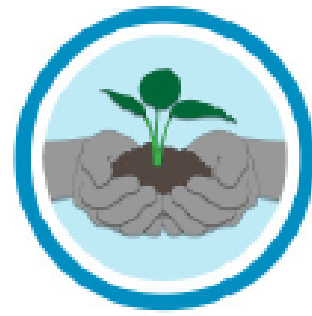
FOUNDATION



Goal 1
Active Living



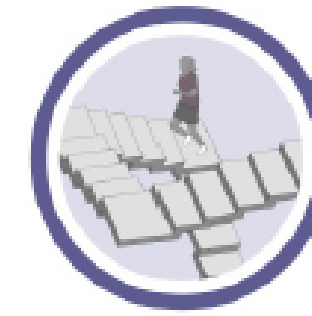
Goal 2
Inclusion & Access



Goal 3
Connecting People &
Nature

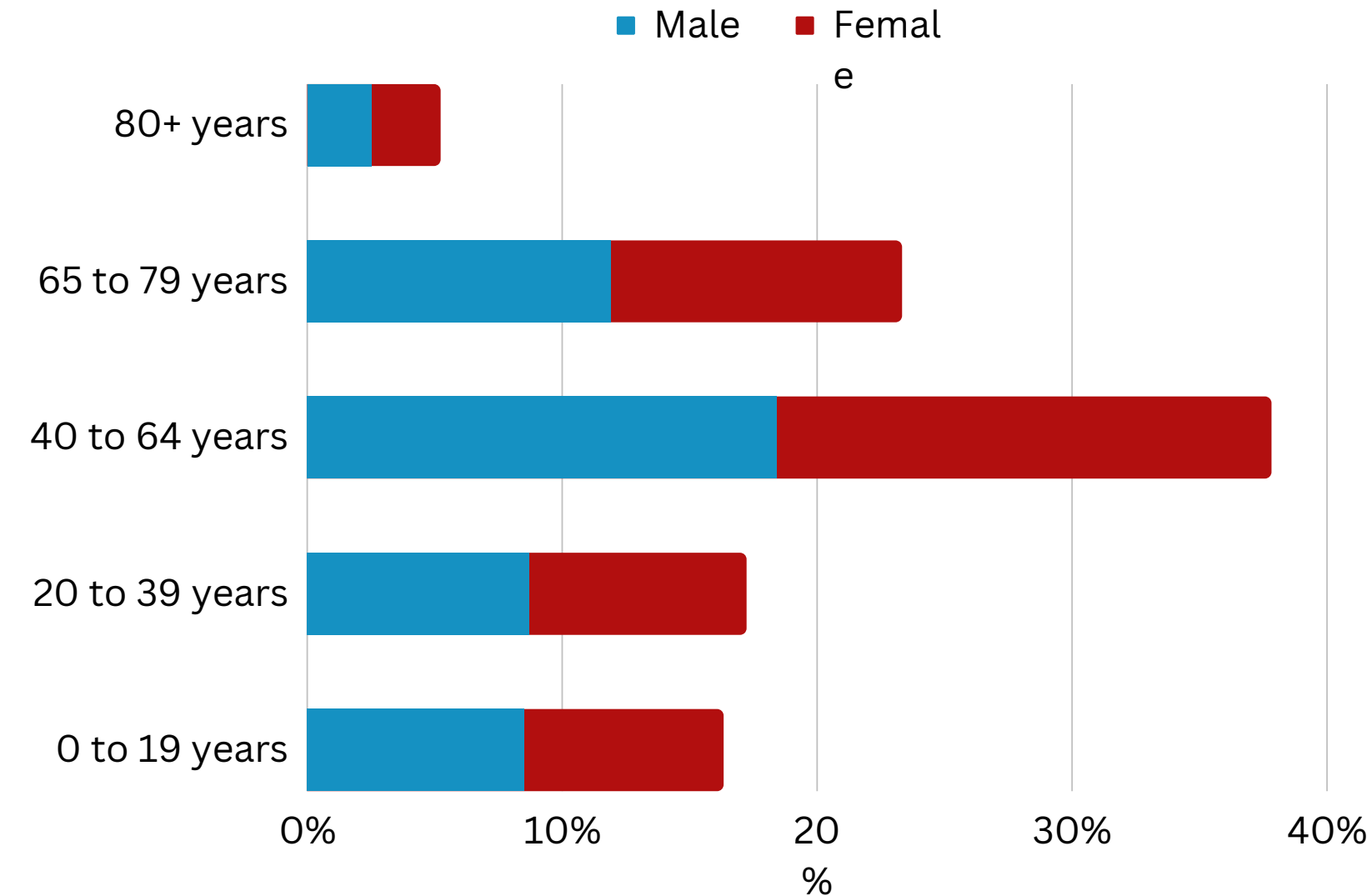
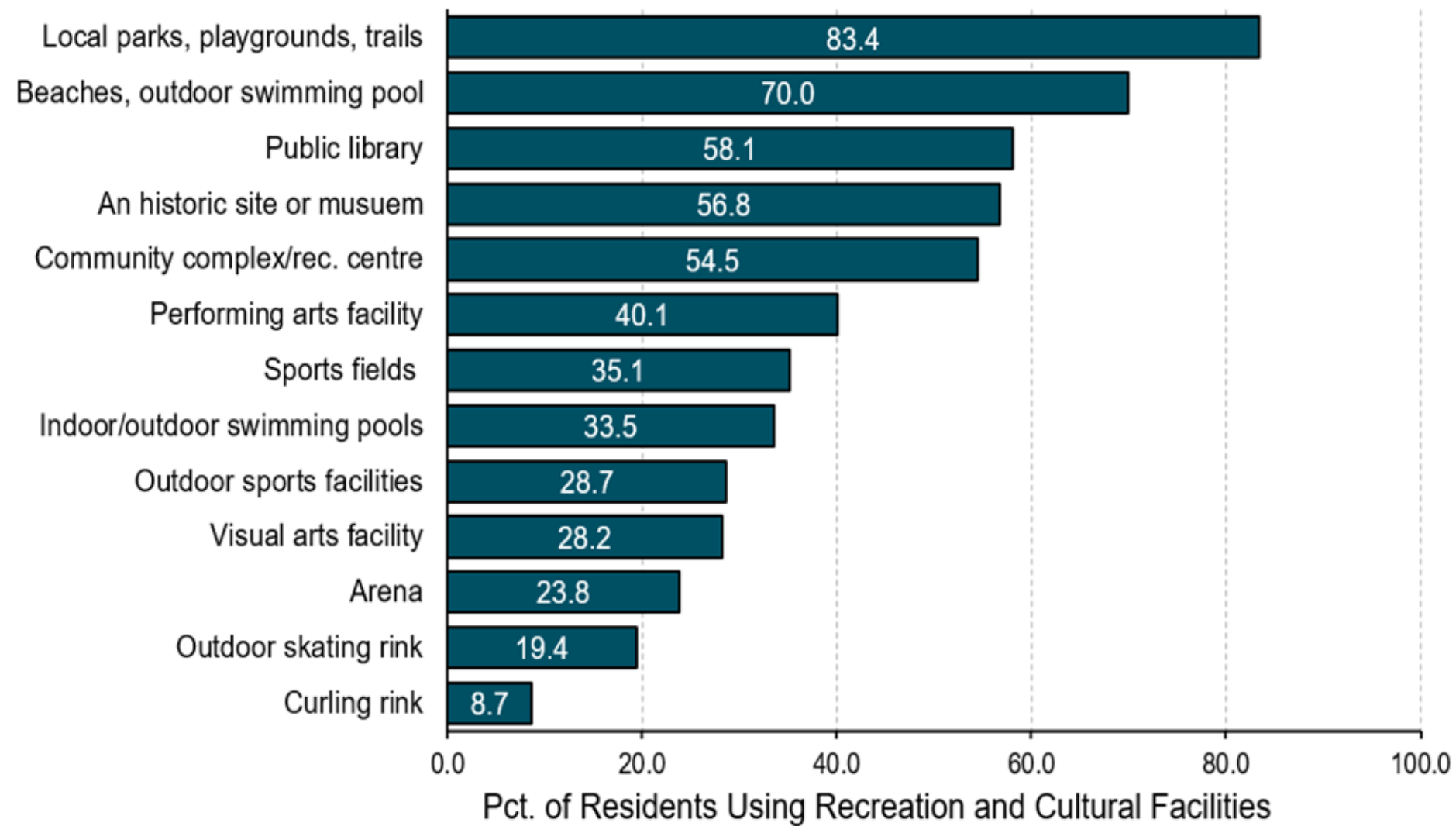


Goal 4
Supportive
Environments



Goal 5
Recreation
Capacity

Use of Recreation and Cultural Facilities



PARK STANDARDS

- Classification system
- Consistency
- Provides an intentional spectrum of opportunities
- Community needs
- Accessibility requirements



ACCESSIBILITY

Within MODL Parks & Spaces

- Reduce & remove barriers
- Apply an accessibility lens
- Apply universal design concepts when/where practical
- Improve written material



Equality



Equity



Inclusion



REGIONAL PARK

Large, multiuse park, active and passive rec opportunities; significant built amenities; attracts users from outside immediate neighbourhood.

AMENITIES

Minimum standard for this category:

- Open year-round
- Washroom/outhouse
- Waste receptacles
- Dog waste system
- 10+ defined parking spaces
- Accessible park furnishings
- 1 accessible park
- 1 accessible playground in this category

REGIONAL PARKS

- Municipal Activity & Recreation Complex (MARC)
- River Ridge Common
- Wiles Lake Park
(recommended to be included in this category)

WAYFINDING

- Park gate
- Park beacon
- Vehicular directional
- Interior kiosk



DESTINATION PARK

A park that highlights an attraction, natural feature or built amenity.

AMENITIES

Minimum standard for this category:

- 10% open year-round
- 50% with seasonal washroom/outhouse
- Waste receptacles
- Dog waste system
- 5+ defined parking spaces
- 20% in this category seasonally accessible
- Accessible park furnishings

DESTINATION PARKS

- Church Lake
- Hirtle's Beach
- Indian Falls
- Indian Path Common
- Miller Point Peace Park
- Mushamush Beach Park
- Pinegrove Park
- Sawpit Wharf

WAYFINDING

- Park gate
- Park beacon
- Vehicular



NEIGHBOURHOOD PARK

A smaller park that serves the open space needs of local residents; intended to be accessed by active transportation.

AMENITIES

Minimum standard for this category:

- 25% open year-round
- 25% with seasonal outhouse/ porta-potty
- Waste receptacles - seasonal
- 10% in this category will provide parking
- 20% in this category will provide accessible park furnishings

NEIGHBOURHOOD PARKS

- LaHave Sunset Park
- Molega Lake Park
- Petite Riviere Community Park*
- Rose Bay Marine Park*
- United Communities Marine Park*

WAYFINDING

- Park gate
- Park beacon
- Vehicular



PARKETTE

A small park or property that provides passive recreational opportunities. Resting/gathering spaces include landscapes, gardens or access to water.

AMENITIES

Minimum standard for this category:

- Seasonal
- 10% in this designation will provide parking spaces

PARKETTE

- Indian Point Rest Stop
- Masons Beach Access
- Sand Dollar Beach
- Sucker Lake Park*
- Old Southeast Cove Wharf Day Park
- Westhavers Beach

WAYFINDING

- ID Sign – TBD



CONSERVATION LAND

Land purchased or acquired for the purpose of conserving, protecting or restoring a significant ecosystem, habitat and/or species.

AMENITIES

Minimum standard for this category:

- None

CONSERVATION LANDS

- Oakland Conservation Area
- Oxners Beach
- Shaubac Lands

WAYFINDING

- ID Sign – TBD



SPORT PARK

Land developed as a venue for athletic or sports teams activities or events.

AMENITIES

Minimum standard for this category:

- Parking
- Washroom/outhouse/porta-potty

SPORT PARK

- Centre Soccer Field
- Municipal Activity Recreation Complex – MARC Ballfields
- Pickleball Courts – name?

WAYFINDING

- ID Sign – TBD
- Vehicular directional
- Civic address sign
- Park beacon

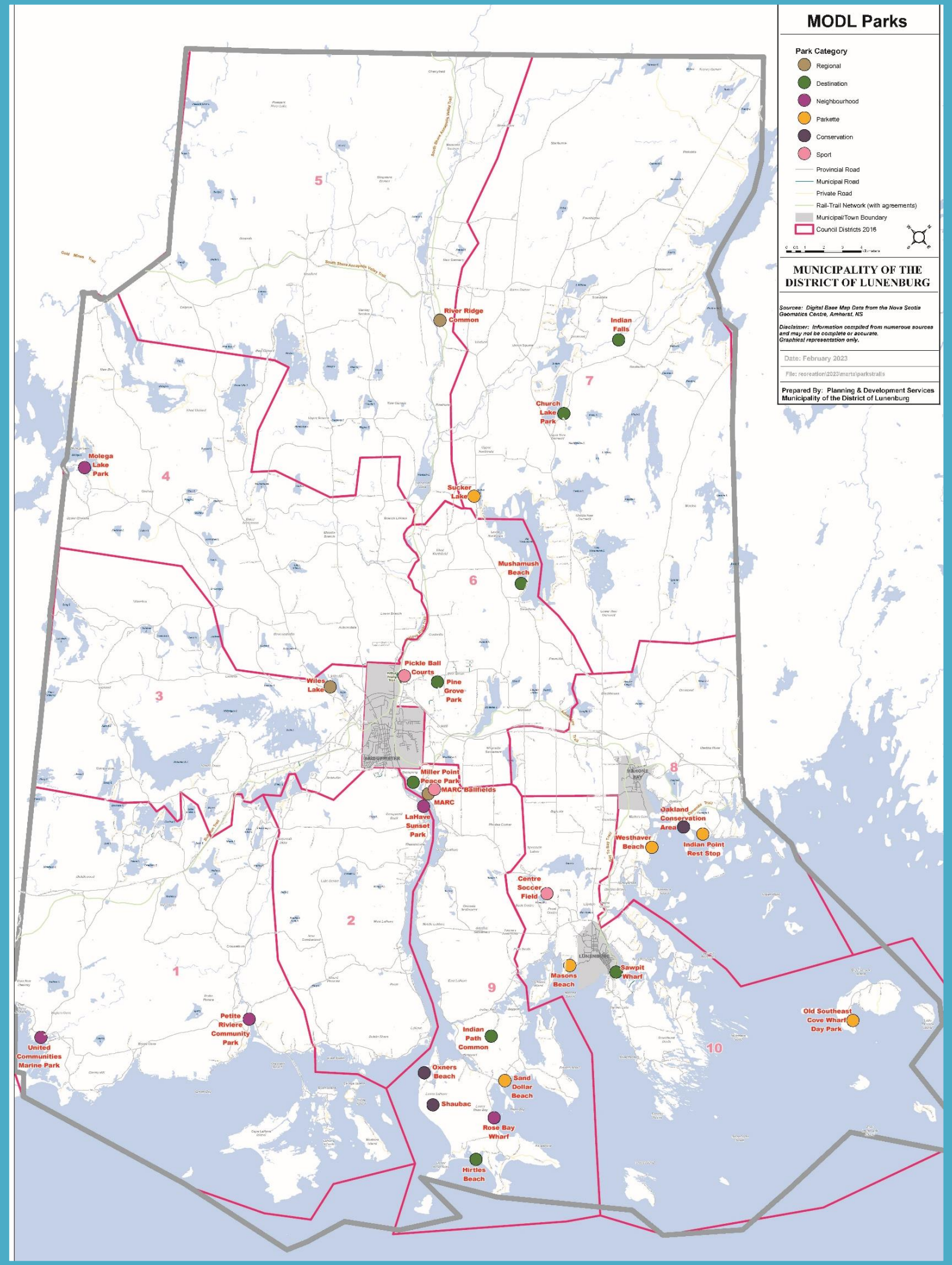


MODL Parks

- Park Category
 - Regional
 - Destination
 - Neighbourhood
 - Parkette
 - Conservation
 - Sport
- Provincial Road
- Municipal Road
- Private Road
- Rail-Trail Network (with agreements)
- Municipal/Town Boundary
- Council Districts 2016

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

Sources: Digital Base Map Data from the Nova Scotia Geomatics Centre, Amherst, NS
Disclaimer: Information compiled from numerous sources and may not be complete or accurate. Graphical representation only.
Date: February 2023
File: recreation2023/sports/parks/trails
Prepared By: Planning & Development Services
Municipality of the District of Lunenburg



WHAT NOW . . .

- Park accessibility audits
- Develop levels of service
- Create a uniform and cohesive look
- Consistency
- Brand recognition



NEXT STEPS

- Implementation & evaluation strategy
- Develop asset management strategy
- Park life cycle audits
- Recreation use/needs assessment & gap analysis
- Ensures the minimum standards set for municipalities in the NS Accessibility Legislation are met



QUESTIONS?

