

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
POLICY & STRATEGY COMMITTEE
Held in Council Chambers, 210 Aberdeen Road, Bridgewater, NS
Tuesday, June 18, 2019 – 9:00 a.m.

ATTENDANCE

Deputy Mayor Cathy Moore, Chair, District 5
Mayor Carolyn Bolivar-Getson
Councillor Eric Hustvedt, District 1
Councillor Martin Bell, District 2
Councillor John Veinot, District 4
Councillor Claudette Garland, District 6
Councillor Wade Carver, District 7
Councillor Michael Ernst, Vice-Chair, District 8
Councillor Reid Whynot, District 9 (left meeting at 9:01 a.m. & returned at 9:10 a.m.)
Councillor Errol Knickle, District 10

Regrets: Councillor Lee Nauss, District 3

Staff: Kevin Malloy, Chief Administrative Officer
Alex Dumaresq, Deputy Chief Administrative Officer
Sherry Conrad, Municipal Clerk
Sarah Kucharski, Communications Officer
Joanne Powers, Executive Assistant

1. CALL TO ORDER

Deputy Mayor Moore called the meeting to order at 9:00 a.m.

Councillor Whynot left the meeting at 9:01 a.m.

2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION - NIL

3. PUBLIC INPUT – NIL

There were no members of the public in attendance to address the Committee.

4. APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Mayor Bolivar-Getson that the Agenda be approved as circulated. Motion carried.

5. APPROVAL OF MINUTES

Moved by Councillor Hustvedt, seconded by Councillor Carver that the Minutes of the May 21, 2019 Policy & Strategy Committee meeting be approved as circulated. Motion carried.

It was suggested that a request be made to the Town of Bridgewater for information on taxi routes as stated in their presentation to the Policy & Strategy Committee on May 21, 2019.

6. BUSINESS ARISING FROM MINUTES - NIL**7. PRESENTATIONS - NIL****8. STAFF REPORTS****8.1 Administration Department****8.1.1 Your Government, Your Ideas Dates**

Ms. Kucharski discussed the Your Government, Your Ideas report (included in the agenda package). She noted that in past years, meetings were held in all ten Districts and meetings were not held during election years. She suggested that in 2019, five Your Government, Your Ideas meetings be held with each meeting being held as close as possible to the boundary between paired Districts.

Moved by Councillor Hustvedt, seconded by Councillor Carver that the Policy and Strategy Committee direct staff to implement the Your Government, Your Ideas plan as presented.

It was noted that a meeting be scheduled for Big Tancook Island during the day which would allow residents of Little Tancook Island to attend. It was also suggested that the meeting not be scheduled during lobster season (June to November).

Carried unanimously.

8.1.2 Draft Gifts & Hospitality Policy

Ms. Conrad reviewed the Draft Gifts & Hospitality Policy MDL-77 (included in the agenda package). She noted that Subsection 23(3) of the *Municipal Government Act (MGA)* was amended to require that municipalities adopt an expense and hospitality policy.

While discussing the Draft Gifts & Hospitality Policy, an amendment to the Municipal Gifts and Promotional Items Policy REC-01 - Operational Procedure, was suggested. The Committee agreed to increase the dollar values stated in Section 2.3, Categories 1, 2 and 3, to \$30, \$60 and \$150, respectively.

Councillor Whynot returned to the meeting at 9:10 a.m.

Further discussion was held on having the availability of suitable items on hand to give out as municipal gifts. When an item is required as a thank-you gift or when an item containing an MODL insignia is requested by an organization/individual for a specific event, it was agreed that a local product or craft from a local artisan be given.

Councillors were asked to advise the Municipal Clerk of any artisans located within their District.

It was noted that Section 2.1 of the Municipal Gifts and Promotional Items Policy REC-01 - Operational Procedure, contained an incorrect email address, and that the Procedure be updated to reflect the correct information.

Moved by Councillor Knickle, seconded by Councillor Whynot that the Policy and Strategy Committee recommends to Council that Municipal Council adopt Policy MDL-77 Gifts and Hospitality, as presented, and, hereby, gives 7 days' notice of its intention to adopt Policy MDL-77 at the June 25, 2019 Council Meeting. Carried unanimously.

8.1.3 Strategic Priorities Update June 2019

Mr. Dumaresq provided an update on the Strategic Priorities (included in the agenda package). The update included the following topics:

- Rural high-speed internet
- Five-Year Financial Strategy
- LaHave River Straight Pipes
- Expand Recreational Infrastructure
- Roads Strategy
- Fire Service Recruitment and Retention
- Accessibility Plan
- LCLC Governance
- Lyme Disease Response
- Municipal Services Building
- Flood Mitigation

8.1.4 Proposed Amendments to MDL-51 Personnel Policy

Mr. Malloy proposed two amendments to MDL-51 Personnel Policy. The first amendment was to Article 10.01 which would amend the kilometrage allowance to be the same as was approved by Council in Policy MDL-03 Council Members' Remuneration and Expenses, which is as stipulated by the Province of Nova Scotia from time-to-time.

The second amendment was the addition of Article 12.09, which pays an employee of the Wastewater Operation for performing on-call.

In response to a question, it was noted that money was included in the 2019/20 budget for on-call compensation.

Moved by Councillor Garland, seconded by Councillor Bell that the Policy and Strategy Committee recommends to Council that Municipal Council approve the proposed amendments to Sections 10 and 12 of the Personnel Policy MDL-51, as presented, and hereby gives seven days' notice that Council will be considering the proposed amendments at the June 25, 2019 Council meeting. Carried unanimously.

9. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS

9.1 Extension of Office Hours During Tax Collection Period – Councillor Ernst

Councillor Ernst reported that he received requests from a number of residents to extend the office hours of the MODL Municipal Office during tax season.

Mr. Malloy advised that he spoke to Tax Department staff and reported that they have never received a complaint or request to extend hours and counter operations were only 14 to 15% of all tax payments received.

A discussion was held, and the following was noted:

1. Extending office hours would have an impact on the budget;
2. There is a drop-off box outside the main doors; and
3. Taxes can be paid at any financial institution.

No action was taken on this matter.

9.2 Request to OCEARCH to Hold a Public Meeting – Councillor Ernst

Councillor Ernst requested that MODL contact OCEARCH requesting them to hold a public meeting in one of the coastal communities where they are conducting shark activity to let people know of their activities and to let them know in advance where they are working in order to build positive relations with residents.

It was noted that OCEARCH noted during their presentation to Council that any organization could contact them for a meeting; and that perhaps it should be left to organizations to arrange.

Moved by Councillor Ernst, seconded by Councillor Knickle that MODL contact OCEARCH thanking them for their presentation and encouraging them to arrange to have a meeting in one of the local coastal communities.

Opposed – Councillor Garland Motion carried.

9.3 Potential Policy-Related Information & Ideas from FCM Annual Conference – Councillor Hustvedt

Councillor Hustvedt provided an overview of the Federation of Canadian Municipalities (FCM) Conference held in Quebec City, May 30 to June 2, 2019. He noted that the overall theme for this year's conference was "Building Better Lives" and attention was given to rural issues. With a federal election scheduled for this fall, all four party leaders were in attendance and were given an opportunity to speak.

Councillor Hustvedt reported that he found inspiration from a session entitled, "Festivals and Other Community Events – Risks and Rewards" where a sponsorship expert spoke about municipalities "missing the boat" when it comes to raising sponsorship dollars. He felt it would be a very valuable session for the Lunenburg County Multi-Purpose Centre Corporation Board.

The question was raised as to what the value was for Councillors who are not reoffering, to attend next year's FCM Conference. It was noted that Councillors were encouraged, at any year in office, to take advantage of professional development. It was felt that taking advantage of different environments and different ideas is good for the individual as a person and for their community, and in their role as Municipal Councillor.

10. ADDED ITEMS - NIL

11. IN CAMERA

At 10:45 a.m., it was moved by Councillor Whynot, seconded by Councillor Carver that the Policy & Strategy Committee go In Camera to discuss the following items:

- 9.1 Contract Negotiations re Municipal Services Building under Section 22(2)(e) of the MGA**
- 9.2 Contract Negotiations re Develop Nova Scotia under Section 22(2)(e) of the MGA**

Motion carried.

Policy & Strategy Committee *In Camera* in session.

At 12:47 p.m., it was moved by Councillor Hustvedt, seconded by Councillor Knickle that the Policy & Strategy Committee come out of *In Camera* and return to open session. Carried.

Policy & Strategy Committee in session.

12. NEXT MEETING – July 16, 2019 – 9:00 a.m.

13. ADJOURNMENT

There being no further business at 12:47 p.m., it was moved by Councillor Whynot, seconded by Councillor Bell that the meeting adjourn. Carried.