

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
POLICY & STRATEGY COMMITTEE
Held in Council Chambers, 210 Aberdeen Road, Bridgewater, NS
Tuesday, September 17, 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 Lee Nauss, District 3
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
Councillor Errol Knickle, District 10

Staff: Tom MacEwan, 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.

2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION

Mr. Dumaresq introduced Tom MacEwan, CAO, to the Committee.

Mayor Bolivar-Getson thanked the volunteers, first responders and the power companies that traveled from as far away as Ontario, Quebec, New Brunswick and Newfoundland for their assistance following Hurricane Dorian. She also acknowledged Captain Garth Hiltz for his initiative by going to his superiors to approve extra trips, and the crew of the Tancook Island Ferry who from Monday to Thursday following the hurricane, made a special gas run everyday. They transported 880 gallons of gas to island residents in order to run their generators. Volunteers on the island were acknowledged for cleaning up all the downed trees and debris on the roads following the storm.

Councillor Whynot recognized the Riverport & District Fire Department for holding a fundraiser for one of their female firefighters.

Councillor Bell announced that there was substantial damage in his District due to Hurricane Dorian. After checking with the local Member of Parliament (MP) and Members of the Legislative Assembly (MLA), he was told about a new program being set up, the Disaster Financial Assistance Arrangements Program – Hurricane Dorian. Applications will be available at MLA Suzanne Lohnes-Croft's and MLA Mark Furey's offices very soon. This program will assist individuals with claims up to \$80,000 who had insured property but received damage that exceeded their insurance coverage. Applications will be required to be co-signed by their insurance company.

3. PUBLIC INPUT – NIL

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

4. APPROVAL OF AGENDA

Deputy Mayor Moore advised that Item 12.2 of the In Camera Agenda was removed from the agenda.

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

5. APPROVAL OF MINUTES

Moved by Mayor Bolivar-Getson, seconded by Councillor Carver that the Minutes of the July 16, 2019 Policy & Strategy Committee meeting be approved as circulated. Motion carried.

6. BUSINESS ARISING FROM MINUTES

6.1 MDL-48 Policy Designated Community Project Fund

Mr. Dumaresq explained the use of funds from the Designated Community Project Fund. He noted that because the individuals that complete the work are third parties and have their own responsibilities as societies, the Municipality does not provide oversight over the completion of the projects. When Recreation staff are out in the community, they are able to verify that capital projects are progressing and/or have been completed.

Section 5.0 of the Policy was brought forward for discussion. It was commented that donations of \$100.00 is too high a threshold and a recommendation of \$50.00 was put forward.

Moved by Councillor Ernst, seconded Councillor Whynot that staff be directed to prepare an options report on Section 5 of Policy MDL-48 Designated Community Project Fund to see if the threshold for donations should be \$50.00 or more. Carried unanimously.

Other Items

A question was asked regarding the July 16, 2019 Policy & Strategy Committee minutes which made reference to OCEARCH being asked to hold a public meeting. It was reported that no response has been received to date.

A question was also raised regarding Item 9.1 of the July 16, 2019 Policy & Strategy Committee minutes regarding a letter to the towns of Mahone Bay and Lunenburg referring to repaving of Trunk 3 from Mahone Bay to Martins Brook. It was reported that letters were sent to both towns, but no responses have been received to date.

7. PRESENTATIONS

7.1 Immigrant Services Association of Nova Scotia (ISANS), Fay Patey, Onboarding Employer Engager South Shore Region

Fay Patey, Onboarding Employer Engager South Shore Region, Immigrant Services Association of Nova Scotia (ISANS), was present to make Council aware of what ISANS provides.

Ms. Patey provided an overview of ISANS which is a not-for-profit organization that acts as a liaison between immigrants and employers. ISANS offers free services to employers in order to fill employment gaps by finding skilled workers. Ms. Patey's position with ISANS is to work with the employers to bring immigrants to their area and to support them through the entire process. They also provide language services where necessary.

Ms. Patey left the meeting.

8. REFERRAL FROM COUNCIL

8.1 Clean Ocean Action Committee

Council received a request from the Clean Ocean Action Committee asking that Council endorse a resolution asking for a public inquiry into offshore drilling and to sign on to a press release. Mr. Dumaresq advised that Council had already endorsed a resolution asking for a public inquiry and cautioned Council about participating in a press release that was aggressive towards other partners in government. Staff did not recommend any action as a resolution was already put forth.

Direction was given to send a response that Council reconfirms their resolution that was passed on September 25, 2018.

9. STAFF REPORTS

Jeff Merrill, Director of Planning & Development Service; Byung Jun Kang, Planner; and Norma Schiefer, Development Officer; were in attendance at the meeting.

9.1 Planning Department

9.1.1 Land-leased Community By-law Review

Mr. Kang explained that a full review was done of the Land-leased Community By-Law as a result of a motion of Council on October 10, 2017. At that time, staff was directed to wait until the Subdivision By-law review was completed before looking at the Land-leased Community By-law.

Mr. Kang discussed the following topics:

- Background
 - o Definitions
 - o History of Manufactured Homes
 - o History of the By-law
 - o Single-Section and Multi-Section
 - o Screening
 - o Local Land-Leased Communities
 - o Municipal Planning Strategy
 - o Subdivision By-law
 - o Provincial Legislations

- Other Municipalities
- Discussion
 - Intention of the By-law
 - By-products of the By-law
 - Relevancy of the By-law
 - Housing Market
 - Affordable Housing
 - Council Direction
 - Alternative Regulations
 - Existing Density & Sewage Regulation
- Budget Implications
- Alternatives
- Communication Considerations
- Conclusion

A discussion was held regarding tiny homes and it was noted that they will be addressed during the municipal-wide planning review.

Mr. Kang advised there are currently three existing land-leased parks in the Municipality: Wileville, Dayspring and one near Lunenburg. All three are grandfathered as they were established prior to 1973 and, therefore, not subject to the regulations in the By-law except for the license fee.

Mr. Kang explained there are three options:

- Repeal the By-law
- Amend the By-law
- Sustain the By-law

Planning staff recommended that the By-law be repealed as it is not an effective by-law and it should be included in land use planning.

It was asked what the repeal of this By-law would mean to the existing park owners if they wanted to expand their parks. It was noted that the owners would have to meet the provincial regulations, which they have to even with our By-law in effect. It was confirmed that the park owners would be consulted during the review process.

Moved by Councillor Nauss, seconded by Councillor Hustvedt that the Policy and Strategy Committee recommends to Council that Municipal Council give notice of their intention to adopt a By-law Respecting the Repeal of the Land-Leased Community By-law and conduct First Reading of same and give Notice of Intent to conduct Second Reading. Opposed: Councillor Knickle. Motion carried.

Mr. Merrill, Mr. Kang and Ms. Schiefer left the meeting.

9.2 Administration Department

9.2.1 Municipal Awareness Week – November 18-22, 2019

Ms. Kucharski reviewed the plan for the 2019 Municipal Awareness Week, November 18 to 22, 2019. She explained that the point of Municipal Awareness Week, all across Atlantic Canada, is to promote the importance of municipal government in people's lives. Through advertising and education awareness, the responsibilities of municipal government are brought to light.

Ms. Kucharski noted that a proclamation will be made at the Policy & Strategy Committee meeting on November 19th, there will be print ads, radio ads, signage and the week will be promoted on social media.

There was discussion around holding a Council meeting, once again out in a community. A number of locations were suggested.

Moved by Councillor Nauss, seconded by Mayor Bolivar-Getson that the Municipality hold a Council meeting in the community of Conquerall Bank on Tuesday, November 19, 2019 and that staff make the necessary arrangements for same.

Opposed: Councillors Knickle and Ernst

Motion carried.

9.2.2 Strategic Priorities Update September 2019

Due to time constraints, Item 9.2.2 Strategic Priorities Update September 2019 was moved to the next Council meeting agenda.

9.3 Recreation Department

Tissy Bolivar, Recreation Program Coordinator, was present at the meeting.

9.3.1 PRO Kids Administration Support for Mahone Bay

Ms. Bolivar reported that the Municipality has been approached by the Town of Mahone Bay to assist them in the implementation and administration of the PRO Kids program. Mahone Bay is presently the only municipal unit in Lunenburg County that does not offer the PRO Kids program.

Ms. Bolivar provided a chart (included in the agenda package) of possible percentages that could be charged to provide the service to the Town of Mahone Bay, but she recommended at least 10 percent. She advised that, on average, it takes approximately one and a half hours to process one application. Ms. Bolivar also explained that once the amount of money provided by the Town was distributed, no other monies would be provided to the Town of Mahone Bay residents until more funds were added to the pot.

A suggestion was made that a set charge per application be applied rather than a percentage. It was also suggested that the Municipality move forward with the program for one year and then it be reviewed to see if it was feasible to continue.

Staff were directed to look at determining an hourly rate that would cover the cost of processing a PRO Kids application and to bring back to the Committee for consideration.

10. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS - NIL

11. ADDED ITEMS - NIL

12. **IN CAMERA**

At 11:02 a.m., it was moved by Mayor Bolivar-Getson, seconded by Councillor Hustvedt that the Policy & Strategy Committee go In Camera to discuss a legal advice matter under Section 22(2)(g) of the MGA. Motion carried.

Policy & Strategy Committee *In Camera* in session.

At 11:18 a.m., it was moved by Councillor Hustvedt, seconded by Councillor Whynot that the Policy & Strategy Committee come out of *In Camera* and return to open session. Carried.

Policy & Strategy Committee in session.

13. **NEXT MEETING** – October 15, 2019 – 9:00 a.m.

14. **ADJOURNMENT**

There being no further business at 11:19 a.m., it was moved by Councillor Whynot, seconded by Councillor Carver that the meeting adjourn. Carried.