

## **Municipality of the District of Lunenburg**

### **Minutes of a Meeting of the Policy & Strategy Committee**

Held in Council Chambers 10 Allée Champlain Drive Cookville  
Tuesday, March 21, 2023 – 9:00 a.m.

#### **Attendance**

Deputy Mayor Pam Hubley, District 4, Chair  
Mayor Carolyn Bolivar-Getson  
Councillor Leitha Haysom, District 1 (via Teams 9:15 a.m.)  
Councillor Martin Bell, District 2  
Councillor Wendy Oickle, District 3  
Councillor Cathy Moore, District 5  
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 Chief Administrative Officer  
April Whynot-Lohnes, Municipal Clerk  
Joanne Powers, Executive Assistant

#### **1. Call to Order**

1.1 Deputy Mayor Hubley 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 - Nil**

Councillor Greek advised that the latest edition of the New Germany Connections is available.

#### **3. Approval of Agenda**

The following items were added to the agenda:

- 11.1 Crescent Beach Development and the Coastal Protection Act and Regulations
- 11.2 Outstanding Building Permit Letters

**Moved by Councillor Moore, seconded by Councillor Whynot that the Agenda be approved as amended. Carried unanimously.**

**4. Approval of Minutes of February 21, 2023 (as circulated)**

**Moved by Councillor Veinotte, seconded by Mayor Bolivar-Getson that the Minutes of the February 21, 2023, Policy & Strategy Committee meeting be approved as circulated. Carried unanimously.**

**5. Business Arising from Minutes**

There was a question regarding a request from the October 18, 2022 meeting. A motion was passed to direct staff to provide a report regarding noise by-laws and cost implications to administer such a by-law.

Mr. Dumaresq advised that the item is included on their workplans, but a report has not been developed to date.

**6. Presentations**

**6.1 LCLC 2023-2024 Budget**

Kent Walsh, General Manager, Lunenburg County Lifestyle Centre (LCLC), reviewed the 2023-2024 operating and capital budgets (included in the agenda package). Some of the highlights include:

- Anticipated increase in arena revenue as facility will be open to full capacity;
- Added revenue for providing lifeguards and instructors to outdoor pools and lakes;
- Increase in the advertising and promotion expenses due to procuring a marketing firm to assist in finding a sponsor for the naming of the facility;
- Required construction projects increased budget for repairs and maintenance;
- Insurance broken out separately this year;
- Included in the IT licensing fees, and support is the replacement of the audio system in the arena and one of the servers;
- Working on a bid for the upcoming 55+ Games as well as possible entertainers;
- No ask for money for capital items as there was a carry forward from funds received from the provincial and federal governments; and
- No money earmarked to repair the splash-pad, but the repairs will be looked into.

Mr. Walsh left the meeting.

**7. Consideration of Correspondence - Nil**

**8. Referrals from Council – Nil**

**9. Staff Reports**

## **9.1 Finance Department**

### **9.1.1 Revisions to MODL Policy 006 Loan Guarantees for Community Organizations**

Ms. Wentzell stated that at the February 28, 2023 Council meeting, a request was received from the Riverport Electric Light Commission to make amendments to MODL Policy 006 Loan Guarantees for Community Organizations, to include them as an eligible organization for funding under the policy. Ms. Wentzell reviewed the proposed changes to the policy (included in the agenda package).

**Moved by Councillor Moore, seconded by Councillor Bell that the Policy & Strategy Committee recommends to Municipal Council that Council accept the changes to MODL Policy 006 as presented, and hereby gives seven (7) days' notice of its intention to approve the proposed amendments at the March 28, 2023 Council meeting. Carried unanimously.**

## **9.2 Engineering Department**

### **9.2.1 LaHave River Straight Pipe Replacement Program – Closing Report**

Maria Butts, Project Manager, LaHave River Straight Pipe Replacement Program, presented the presentation entitled, “LaHave River Straight Pipe Replacement Program Closing Report” (attached to the minutes). The presentation included the following items:

- Overview: Year 5 Goals
- Wastewater Management District (WWMD) Property Stats
- Record Request and Search
- Inspection Program Stats
- Working with Nova Scotia Environment
- Installation Stats
- Year 5 Budget
- Overall Program Expenditures
- Remaining Years of Municipal Responsibility
- Water Quality Testing
- Presentation Summary

Ms. Butts was congratulated for her outstanding work on this project.

## **9.3 Administration Department**

### **9.3.1 Anti-Racism Committee**

Mr. Dumaresq reported on a potential regional initiative to address racism and discrimination. At the January 2023, meeting of the Mayors', Wardens', Deputies', and CAOs', direction was given to CAO's to develop a Terms of Reference for a regional Anti-Racism and Anti-Discrimination Committee, and to provide a model and budget for hiring a Regional Coordinator to lead the work, which would follow a similar model as the Regional Accessibility function. It would be a 2-year term and the annual budget for year 1 would total \$134,620 with the proposed cost-sharing based on uniform assessment, with MODL's portion being \$67,165.

**Moved by Councillor Bell, seconded by Councillor Haysom that the Policy & Strategy Committee recommends to Municipal Council that Council approves in principle the Terms of Reference for a Regional Anti-Racism & Anti-Discrimination Committee as presented. Carried unanimously.**

**Moved by Councillor Veinotte, seconded by Councillor Moore that the Policy & Strategy Committee recommends to Municipal Council that Council give direction for the CAO's to develop a Memorandum of Understanding to be presented to each municipality for approval. Carried unanimously.**

**Moved by Councillor Greek, seconded by Mayor Bolivar-Getson that the Policy & Strategy Committee recommends to Municipal Council that Council approves a two-year term shared position with the partner municipal units based on the funding formula and budget presented with the Municipality's share being \$67,165 for 2023-2024.**

Clarification was provided on the role of the employee which would include providing supports to the Committee, co-ordinate initiatives on project work, and focusing on policy auditing. The evaluation process to measure success will be done through the established criteria set out in the Memorandum of Understanding.

**The Motion on the floor was voted on and carried unanimously.**

## **9.4 Planning Department**

### **9.4.1 Repeal & Replace MODL Policy 065 Divestiture of Surplus Land**

Elizabeth Carr, Planner 1, presented revisions to MODL Policy 065 for the Committee's consideration. Following a rejected bid by Council over the sale of a parcel of land due to confusion over the definition for "abutting property", Council directed staff to incorporate the definition into the Policy.

Staff drafted a recommendation to repeal and replace the existing Policy 065 with an updated version that was clearer and more concise than the original policy. Changes included clearly outlining the acceptable methods of divestiture and the corresponding sections of the MGA.

There was discussion about the criteria for determining surplus lots and the new definition of abutting properties.

**Moved by Councillor Statton, seconded by Mayor Bolivar-Getson that the Policy & Strategy Committee recommends to Municipal Council that Council repeal and replace MODL Policy 065 Divestiture of Surplus Land as presented, and hereby gives seven (7) days' notice of its intention to approve the proposed amendments at the March 28, 2023 Council meeting. Opposed: Councillor Haysom. Motion carried.**

## **9.5 Recreation Department**

### **9.5.1 Proposed Amendments to MODL Policy 043 – Community Grants Program**

Trudy Payne, Director of Recreation, reported that following recent changes made to the Community Grants Program and Sponsorship Request Policy, they were made aware of several organizations that were once eligible through the Community Grants Program, were now ineligible for funding due to them charging membership fees above \$125.

The rationale behind including this as part of the eligibility criteria was to award MODL grant funding to those groups that do not have memberships fees or charge limited membership fees to assist with operating and capital costs, but it was always the intent that both the Community Events and Major Events Grant exclude the wording, “Membership based, not-for-profit organizations with an annual adult membership of \$125 or less.”

**Moved by Councillor Oickle, seconded by Councillor Veinotte that the Policy & Strategy Committee recommends to Municipal Council that Council approves the proposed amendments to MODL Policy 043, Community Grants Program, as presented, and hereby gives seven (7) days’ notice of its intention to approve the proposed amendments at the March 28, 2023, Council meeting. Carried unanimously.**

In addition, staff recommended extending the Annual Operating and Major Recreation Capital Deadline to April 28, 2023, for this fiscal only to capture groups who may have applied but were excluded because of this eligibility criteria.

**Moved by Councillor Moore, seconded by Councillor Greek that the Policy & Strategy Committee recommends to Municipal Council that Council approves the extension of the deadline for the Annual Operating and Major Recreation Capital grant to April 28, 2023, for this fiscal year only. Carried unanimously.**

### **9.5.2 Riverport & District Community Park Association Management Agreement**

Ms. Payne advised that at the March 14, 2023, Council meeting, the Riverport & District Community Park Association (RDCPA) made a presentation and requested that MODL make a commitment via a motion, that the former school be kept for community use as per community feedback, that Council provide funding for design work and basic operational costs, and that MODL provide long-term support to develop a park on the former school grounds.

Because one of MODL Council’s strategic priorities was to “Re-Create Parks” which was to invest in current parks before creating new parks, staff recommended that Council consider entering into a 5-year Management Agreement with RDCPA that would enable the Park Association to move forward with their fundraising and to seek grants to achieve their goal of a community park.

**Moved by Councillor Whynot, seconded by Councillor Veinotte that the Policy & Strategy Committee recommends to Municipal Council that Council enter into a 5-year Management Agreement with the Riverport & District Community Park Association for the purposes of**

**establishing a park for community use on PID's 60456506 and 60193802; and further that the Agreement will include, but not be limited to, the following conditions:**

- **The Agreement will be for a 5-year term with a review period by year 5; and**
- **There will be no financial commitment by the Municipality for the concept plan, capital costs or ongoing operating costs; and**
- **There is no guarantee of any financial assistance from the Municipality, which does not preclude the Association from applying for Municipal funds through its grant program. Carried unanimously.**

**10. Mayor's/Deputy Mayor's/Councillors' Matters - Nil**

**11. Added Items**

**11.1 Crescent Beach, Georges Island Lane**

Mr. MacEwan provided information to Council on the development taking place in Crescent Beach.

The development taking place is on three PID's, located on Georges Island Lane, Crescent Beach. It is a series of cottages being built on the three sites and the landowner has prepared a professional engineering team to prepare the preliminary site plan. The owner has applied for building permits, and they are being reviewed by MODL's building officials.

This project demonstrates the multiple government jurisdictions that takes place on rural development. Septic approval, and the issues with wetland alterations, are dealt with by NS Department of Environment, the permit for the rock retaining wall would be issued by the NS Department of Natural Resources and Renewables (if it is at the high-water mark). The Municipality's role is limited to issuing the building permits and ensuring the structures are in compliance with the Nova Scotia Building Code.

The Coastal Protection Act was passed in 2019. The proposed Coastal Protection Act Regulations together with the overview of the proposed Coastal Protection Act Regulations and a detailed Guide to Proposed Coastal Protection Act Regulations were released in 2021. The delay in approving and adopting the Coastal Protection Act Regulations allows property owners to continue to develop coastal properties without regard for the protection and limitations contained in the proposed Coastal Protection Act.

The Municipality is calling upon the Province to expedite the adoption of the Coastal Protection Act Regulations to protect sensitive coastal ecosystems and ensure construction is at a safer height and distance from coastal shorelines.

Councillor Whynot left the meeting at 11:35 a.m.

**Moved by Councillor Bell, seconded by Councillor Haysom that the Policy & Strategy Committee recommends to Municipal Council that Council directs the Mayor to send**

**correspondence to the Provincial Government (Premier and all Ministers) requesting that the Province approve and adopt the Coastal Protection Act Regulations immediately.**

#### **Motion to Amend**

**Moved by Councillor Moore, seconded by Councillor Oickle that the Motion on the floor be amended by replacing the word “requesting” with “demanding”. Opposed: Councillors Bell, Hubley, Statton, and Mayor Bolivar-Getson. Motion carried.**

#### **Amended Motion**

**Moved by Councillor Moore, seconded by Councillor Oickle that the Policy & Strategy Committee recommends to Municipal Council that Council directs the Mayor to send correspondence to the Provincial Government (Premier and all Ministers) demanding that the Province approve and adopt the Coastal Protection Act Regulations immediately. Opposed: Councillor Statton. Motion carried.**

### **11.2 Outstanding Building Permit Letters**

Mr. MacEwan explained that staff would like to send out letters to property owners that have outstanding building permits. There are 2,457 outstanding building permits that are over three years old. The letter would give the property owner 90 days to contact the office to discuss their intention with respect to completing the project associated with the outstanding building permit and advise them that if they fail to contact the office within the prescribed time, that the building permit will be revoked as per Section 9(3)(b) & (c) of the Nova Scotia National Building Code Act.

Clarification was provided that the work does not have to be completed within the 90 days, but that they advise of their intent regarding the outstanding building permit. If they have no plans to continue, the permit would be revoked and they would be required to reapply if they wish to move the project forward.

### **12. In Camera - Nil**

### **13. Adjournment**

**There being no further business at 12:25 p.m. the meeting adjourned.**