

**Municipality of the District of Lunenburg**  
**Minutes of a Meeting of the Policy & Strategy Committee**  
**Held in Council Chamber, 10 Allée Champlain Drive, Cookville, N.S.**  
**Tuesday, June 18, 2024 – 11:11 a.m.**

**Attendance**

Deputy Mayor Wendy Oickle, District 3, Chair  
Councillor Cathy Moore, District 5, Vice Chair  
Mayor Carolyn Bolivar-Getson  
Councillor Leitha Haysom, District 1  
Councillor Martin Bell, District 2  
Councillor Pam Hubley, District 4  
Councillor Sandra Statton, District 6  
Councillor Michelle Greek, District 7 (left meeting at 12:21 p.m.)  
Councillor Kacy DeLong, District 8  
Councillor Reid Whynot, District 9  
Councillor Chasidy Veinotte, District 10

**Staff**

Tom MacEwan, Chief Administrative Officer  
Alex Dumaresq, Deputy CAO  
April Whynot-Lohnes, Municipal Clerk  
Joanne Powers, Executive Assistant

**1. Call to Order**

Deputy Mayor Oickle called the meeting to order at 11:11 a.m. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

**2. Acknowledgements/Recognition - Nil**

**3. Public Input - Nil**

**4. Changes/Approval of Agenda (as circulated)**

**Moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the June 18, 2024, Policy & Strategy Committee agenda be approved. Carried unanimously.**

**5. Approval of Minutes – May 21, 2024**

**Moved by Councillor Haysom, seconded by Councillor Hubley that the Minutes of May 21, 2024, Policy & Strategy Committee meeting be approved as circulated. Carried unanimously.**

**6. Business Arising from Minutes – Nil**

## **7. Presentations/Scheduled Times**

### **7.1 Preserving the Ecosystem and Infrastructure of Artie's Cove and Pond**

Alex Gourley of the Artie's Cove & Pond Development Committee was in attendance to review the presentation titled, "Preserving the Ecosystem and Infrastructure of Artie's Cove and Pond" (included in the agenda package). Topics discussed included:

- Artie's Cove and Pond: At a Glance
- Artie's Pond and Wetlands
- Artie's Cove and the Causeway
- Current Condition of the Causeway
- Damage and Safety
- Conditions in Artie's Pond
- Repair the Causeway and Preserve the Wetland
- Project Goals: Where we are and Where we need to be
- What Needs to be Done
  - o Repair and strengthen the amour rock barrier
  - o Rebuild the shoulder of the causeway
  - o Infill public land to provide additional parking
  - o Install a proper boat ramp and interpretive signage
  - o Install vertical drain for wetland culvert
- Repair and Preserve Artie's Cove and Pond
- Our Asks:
  - o Letter of advocacy on behalf of municipal council in supporting proposal to applicable provincial departments
  - o Funding for additional wetland research to emphasize environmental impacts
  - o Co-funding for tourism and recreational resources
- Thank You!

Mr. Gourley stated the main concern of the Artie's Cove & Pond Development Committee was to preserve and repair Artie's Cove and Pond. He discussed the importance of the causeway as it serves as a main thoroughfare between Broad Cove and Cherry Hill and as it is now it is deteriorating. It also is a tourism destination for many surfing enthusiasts and nature lovers.

It was suggested that Mr. Gourley and his committee, contact their local MLA as well as the Nova Scotia Department of Public Works.

Mr. Gourley left the meeting at 11:44 a.m.

## **9.2 Planning Department**

### **9.2.1 Administrative Fee Increases for Clean Energy Financing Program and Water Supply Upgrade Program**

Abhi Jain, Climate Change & Sustainability Manager, was in attendance, as well as Katie Giles with Clean Energy Financing via Teams. Mr. Jain explained that MODL entered into a five-year service agreement with Clean Foundation from 2023/24 to 2027/28 for the continued delivery of the Clean Energy Financing Program and Water Supply Upgrade Program to residents.

Clean Foundation notified MODL of an increase in the cost of service delivery. To cover the rising service costs, Clean needs to adjust the administrative fees from \$650 to \$800 per participant for both programs effective July 1, 2024.

**Moved by Councillor Moore, seconded by Councillor Hubley that the Policy & Strategy Committee recommends to Council that Municipal Council approve the increase of administrative fees from \$650 to \$800 per participant for the Clean Energy Financing Program and Water Supply upgrade Program, effective from July 1, 2024. Carried unanimously.**

**8. Referral from Council – Nil**

**9. Staff Reports**

**9.1 Administration Department**

**9.1.1 Amendments – MODL Policy 011, Deputy Mayor**

April Whynot-Lohnes, Municipal Clerk, reviewed the report titled, “Amendments – Policy 011, Deputy Mayor” (included in the agenda package).

At the May 21, 2024, Policy & Strategy Committee meeting staff was given direction to proceed with amendments to the Deputy Mayor policy that reflected the eligibility being amended to allow the reoffering after the term of one year expired. The policy was amended and also updated to meet the accessible format and concise language requirements.

**Moved by Councillor Greek, seconded by Councillor Hubley that the Policy & Strategy Committee recommends to Council the amendment to Policy 011 Deputy Mayor, as presented, and hereby gives seven (7) days’ notice of Council’s intention to Repeal and Replace Policy 011 at the June 25, 2024, Council meeting. Opposed: Councillor Statton. Motion carried.**

**9.1.2 New Proposed Policy – 099, Grant Disclosure Policy**

April Whynot-Lohnes, Municipal Clerk, reviewed the report titled, “New Proposed Policy – 099, Grant Disclosure Policy” (included in the agenda package) and gave a presentation called “Grant Disclosure Policy” (attached to the minutes).

**DRAFT**

MODL publishes a list of grant recipients annually on the municipal website. Under Section 65C of the Municipal Government Act (MGA), municipalities are required to adopt a policy to publicly disclose a list of grant recipients and the amount of those grants. Because the municipality has grants awarded under other programs and policies, staff recommend adopting a more comprehensive policy relating to grant disclosure.

**Moved by Councillor Veinotte, seconded by Councillor Greek that the Policy & Strategy Committee recommends to Council that Municipal Council adopt Policy – 099 Grant Disclosure Policy, as presented, and hereby give seven (7) days’ notice of Council’s intention to adopt the proposed policy at the June 25, 2024, Council meeting. Carried unanimously.**

### **9.1.3 Bridgewater & Area Chamber of Commerce Term Amendments**

April Whynot-Lohnes, Municipal Clerk, reviewed the report titled, "Bridgewater & Area Chamber of Commerce Term Amendments" (included in the agenda package).

At the May 21, 2024, Policy & Strategy Committee meeting staff was directed to review the terms of reference for membership on the Bridgewater and Area Chamber of Commerce. The direction was to look at the term of membership and whether it could be revised from one year to two years. Staff concluded that this change will not impact the Chambers Bylaw or existing terms of reference for its members. The Chamber supports this change to a two-year term and feels it would be better suited as it would provide a level of consistency and understanding of the Board’s objectives.

**Moved by Councillor Hubley, seconded by Councillor Haysom that the Policy & Strategy Committee recommend the Municipality of Lunenburg’s term of membership on the Bridgewater and Area Chamber of Commerce be amended to two years, and further that this change take effect after the 2024 Municipal Elections. Carried unanimously.**

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

**11. Added Items - Nil**

**12. In Camera**

**At 12:13 p.m., it was moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the Policy & Strategy Committee go In Camera to discuss Item 12.1 Contract Negotiations under Section 22(2)(e) of the MGA. Motion carried.**

Policy & Strategy Committee In Camera in session.

**At 12:35 p.m., it was moved by Councillor Veinotte, 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. Adjournment**

**There being no further business, the meeting adjourned at 12:36 p.m.**

# Grant Disclosure Policy

June 18 2024



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## Purpose of Grant Disclosure Policy

- The policy **must** include:
  - Frequency & Timing of Disclosure
  - Content of Disclosure
  - Form of Disclosure
- The policy **may** include:
  - Any other matter that Council considers necessary or advisable to effectively carry out the intent and purpose of the policy.



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## Policy Proposals

- **Frequency and Timing:**
  - Annually, on or before May 31<sup>st</sup>
- **Content of Disclosure (Organizations):**
  - Type of grant
  - Name of organization
  - Full amount awarded



## Policy Proposals, continued

- **Content of Disclosure (Individuals):**
  - Type of grant
  - Total number of recipients under grant category
  - Total amount awarded under this category
- **Form of Disclosure:**
  - To be posted on the Municipal Website



## What is a Grant?

- **Under a formal municipal grant program, i.e.:**
  - Policy 043 Community Grants Program/Sponsorship Request
  - Policy 053 Comfort Centre Funding
  - Policy 048 Designated Community Project Fund
  - Policy 098 Recreation Subside Program (PRO Kids, PRO Fund)
  - Fire Service Grants under the Recruitment & Retention strategy
    - Leadership Training Grants, Annual Recognition Grants



## What is a Grant?, continued

- **Through motions of Council** to provide a discretionary award, i.e.:
  - Food Banks, .
- **Through budgeted grants** (excluding payments in exchange for a service), i.e.:
  - Lunenburg Co. Wheels, Management Agreement and Trail Group Funding



## Specific Grant Exclusions

- **Municipal Subsidies, i.e.:**
  - Property tax rebates or relief
- **Fire Service & Commission Grants, i.e.:**
  - Fire taxes distributed
  - WCB payments
  - Insurance Grants
  - Matching Grants



## Recommendation

- **“The Policy & Strategy Committee recommend Municipal Council adopt Policy-099 Grant Disclosure Policy, as presented, and hereby give 7 days’ notice of Council’s intention to adopt the proposed policy at the June 18, 2024 Council Meeting.”**

