

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
MUNICIPAL COUNCIL
Held in Council Chamber, 210 Aberdeen Road, Bridgewater, NS
Tuesday, July 9, 2019 – 9:00 a.m.

ATTENDANCE

Mayor Carolyn Bolivar-Getson
Deputy Mayor Cathy Moore, District 5
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, District 8 (left meeting at 11:00 a.m.)
Councillor Errol Knickle, District 10

Regrets: Councillor Reid Whynot, District 9

Staff: Elana Wentzell, Acting Chief Administrative Officer
Sherry Conrad, Municipal Clerk
Sarah Kucharski, Communications Officer
Tina Robichaud-Bond, Executive Assistant

1. CALL TO ORDER

Mayor Bolivar-Getson called the meeting to order at 9:00 a.m.

2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITION

Councillor Bell acknowledged Moteliers, Mark Daoust and Joseph Gogas, for their work refitting the Lighthouse Motel & Cottages in Conquerall Bank. He reported that the property was recently named by CBC as one of the seven best “Motel Renaissance” property refits in Canada.

Councillor Hustvedt congratulated the Conquerall Mills Hall on a successful ox/horse pull.

Councillor Ernst reported that the Blockhouse Community Park was officially named and opened and congratulated the community for their work and efforts. Councillor Ernst also reported that the St. Martin’s Church in Martin’s River was recently deconsecrated after serving the community for 131 years.

It was noted that the Blockhouse Community Park was the recipient of a bench from the Nova Scotia Association of Psychologist, which is only 1 of 3 communities to receive the bench.

3. PUBLIC INPUT (Nil)

4. APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Deputy Mayor Moore that the Agenda be approved as circulated. Carried unanimously.

5. APPROVAL OF MINUTES – June 25, 2019

Moved by Councillor Hustvedt, seconded by Councillor Nauss that the Minutes of the June 25, 2019 Council meeting be approved as circulated. Carried unanimously.

6. BUSINESS ARISING FROM THE MINUTES (Nil)

It was asked if the Department of Environment had been contacted further to Item 7.1 of the June 25, 2019 Minutes. Mayor Bolivar-Getson advised that staff would be contacted to confirm.

7. AWARDING OF TENDERS/RFPs**7.1 Tender Award Revision 2019-05-003 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #23**

Stephen Pace, Director of Engineering & Public Works, and Tyler Richardson, Engineering Student, were in attendance.

Mr. Pace reviewed Maria Butt's report, "Tender Award Revision 2019-05-003 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #23" (circulated with the Agenda).

A discussion followed regarding the language used in tender documents with regards to a proponent honouring their submission when they have been awarded the tender or RFP. It was determined that the language in the documents should not be too stringent so as to discourage contractors from participating in the process.

Moved by Councillor Bell, seconded by Councillor Nauss that, as CK Earthworks Ltd. has chosen not to accept the award of Tender 2019-05-003, Municipal Council award Tender #2019-05-003 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #23 to Dennis Lively Construction and Backhoe Services, the next lowest bidder, in the amount \$99,106.00 plus HST. Carried Unanimously.

7.2 Tender Award Revision 2019-05-004 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #24

Mr. Pace reviewed Ms. Butts' report, "Tender Award Revision 2019-05-004 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #24" (circulated with the Agenda).

Moved by Councillor Veinot, seconded by Councillor Carver that, as CK Earthworks Ltd has chosen not to accept the award of Tender 2019-05-004, Municipal Council award Tender #2019-05-004 On-Site Sewage Disposal System Installations for LaHave River Properties,

Project Group #24 to Dennis Lively Construction and Backhoe Services, the next lowest bidder, in the amount \$67,000.00 plus HST. Carried Unanimously.

7.3 Tender Award #2019-05-006 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #26

Mr. Richardson reviewed Ms. Butts' report, "Tender Award #2019-05-006 On-Site Sewage Disposal System Installations for LaHave River Properties, Project Group #26" (circulated with the Agenda).

Moved by Councillor Carver, seconded by Councillor Bell that Municipal Council award Tender #2019-05-006 On-site Sewage Disposal System Installations for LaHave River Properties, Project Group #26 to Town and Country Property Improvement Ltd. in the amount of \$111,985.89 plus HST.

It was clarified that this bundle was for both traditional and unique systems because the properties were geographically closer.

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

Mr. Pace and Mr. Tyler left the meeting.

8. PRESENTATIONS/SCHEDULED TIMES (Nil)

9. CONSIDERATION OF CORRESPONDENCE (Nil)

10. RECOMMENDATIONS FROM COMMITTEES & BOARDS

10.1 Finance Committee

10.1.1 2018/19 Capital Funding

Moved by Councillor Nauss, seconded by Councillor Carver that Municipal Council accept the recommendation of the Finance Committee and approve the funding of 2018/19 completed capital projects with variances as noted in staff's report dated July 2, 2019 and as summarized on the attached 2018/19 Capital Investment Plan. Carried unanimously.

10.2 Lunenburg County Multi-Purpose Centre Corporation

10.2.1 Use of LCMPPC 2018-19 Surplus for Operations Review & Interim Management

Moved by Councillor Hustvedt, seconded by Councillor Garland that Municipal Council accept the recommendation of the Lunenburg County Multi-Purpose Centre Corporation Board and approve the use of the estimated \$45,000 surplus from the 2018/19 budget to engage the services of Nustadia Recreation to provide an operations review and interim management of the LCLC until March 2020.

A discussion followed regarding the possibility of extending the services of Nustadia to July 2020. It was noted that the recommendation to extend would have to be provided to the LCMPPC Board for consideration.

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

Moved by Councillor Ernst, seconded by Councillor Nauss that Municipal Council recommend to the Lunenburg County Multi-Purpose Centre Corporation Board that the Contract being engaged with Nustadia Recreation for the operations review and interim management be looked into possibly being extended to July 2020 depending on the performance of Nustadia Recreation and additional funding available for same. Those Opposed: Councillors Bell and Garland.

11. STAFF REPORTS

11.1 Administration Department

11.1.1 Signs on Highway 103

Dave Waters, Director of Business Development Tourism and Infrastructure, was in attendance.

Mr. Waters reviewed his report, “Highway 103 Signage” (circulated with the Agenda) and provided three drawings for review and discussion. Mr. Waters noted that the signs were meant to attract both visitors and new residents and felt it important to use both the beauty of the beaches and the lure of agriculture. It was the consensus of Council to use two of the drawings; one depicting the artisan and the ocean and one depicting agriculture.

It was suggested that the agriculture drawing be changed to show an ox instead of a cow and to highlight the forestry sector by using Christmas trees.

Staff was provided direction to return to Council on July 23, 2019 with the revised drawings as discussed.

11.2 Recreation Department

11.2.1 Designated Community Project Fund - POPA

Elana Wentzell, Director of Finance, reviewed Trudy Payne’s report, “Designated Community Project Fund” (circulated with the Agenda).

Moved by Councillor Garland, seconded by Councillor Veinot that the Municipality of the District of Lunenburg approve establishing a Designated Community Project Fund, pursuant to Policy MDL-48, to the Pine Grove Outdoor Play Association to assist them in raising capital funds for a splash pad and future capital projects approved by the Municipality of the District of Lunenburg Council. Carried unanimously.

With regard to the request for the waiving of the administration fee for non-profit groups that are maintaining or developing municipal properties through a management agreement, it was felt the administration fee could be waived as projects undertaken enhance municipal property.

Moved by Councillor Ernst, seconded by Deputy Mayor Moore that Municipal Council direct staff to prepare amendments to Section 12.0 titled “Administration Charge” of Policy MDL-48 Designated Community Project Fund to waive the 5% administration fee, up to a maximum of \$5.00 per contribution, for non-profit groups that have a management agreement in place with the Municipality. Carried unanimously.

12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS

12.1 Update - MJSB

Councillor Garland provided an update on the Municipal Joint Services Board as follows:

- Cyber Liability Reserve Fund Policy
 - Operating fund accessed by MJSB & Partners
 - \$17,000 per year would be contributed to a maximum of \$100,000
- Update on IT Security Training
- Bi-weekly waste with new contract
 - One large item during regular pick up
- Workplace Cannabis Policy
 - Cannabis free workplace
 - Medical cannabis
 - Edibles
 - Standard Operating procedures
- Metal & wood collection – Fall only
- Curbside Electronic Roadside Collection to begin in April 2020
- Green Bin Administration – new program for Town of Bridgewater

A discussion followed regarding a “Swap Shop” program. It was noted that this program was unsuccessfully tried in the past.

12.2 Update – Deputy Mayor

Deputy Mayor Moore advised that she attended agenda briefings and the New Germany Canada Day festivities. She noted that the River Ridge Commons grand opening was scheduled for Friday, July 12, 2019 with a rain date of Saturday, July 13, 2019.

12.3 Update – Mayor

Mayor Bolivar-Getson advised that she attended a meeting with the Department of Transportation and Infrastructure Renewal regarding various resident concerns and issues; various graduations; the CAO recruitment meeting; various Canada Day festivities; and the Blockhouse Community Park opening.

13. ADDED ITEMS (Nil)

14. IN CAMERA

At 10:37 a.m., it was moved by Deputy Mayor Moore, seconded by Councillor Hustvedt that Municipal Council go In Camera to discuss Item 14.1 Contract Negotiations re Eastlink Service Level Agreement under Section 22(2)(e) of the MGA. Carried.

Municipal Council In Camera in session.

Councillor Ernst left the meeting at 11:00 a.m.

At 11:05 a.m., it was moved by Councillor Carver, seconded by Deputy Mayor Moore that Municipal Council come out of In Camera and return to open session. Carried.

Municipal Council in session.

14.1 Contract Negotiations re Eastlink Service Level Agreement

Moved by Deputy Mayor Moore, seconded by Councillor Veinot that Municipal Council approve the Service Level Agreement for the Connect to Innovate Hybrid Fibre project in Hemford Forest and parts of Hemford and parts of Baker Settlement. Carried unanimously.

15. ADJOURNMENT

There being no further business at 11:06 a.m., it was moved by Councillor Carver, seconded by Councillor Hustvedt that the meeting adjourn. Carried.

Municipality of the District of Lunenburg - Capital Budget Investment Plan		2018-19		2018-19	
PROJECT DESCRIPTION		BUDGET		Actual Cost	Proposed Funding that varies from Budget
GGS - General Government Services					
	Financial Reporting/HR Accounting Software	42,000	SNSMR Grant		
	Phone System Replacement	11,000	Dep'n reserve	12,551	
	Administration Building	7,200,000	Capital & Operating Reserves & Sale Proceeds	515,377	
PS - Planning Services					
	Flood Risk Mapping phase 2 of LiDAR Project	100,000	Depn Res/FRIIP Grant (50%)	19,874	
	GPS unit Replacements	19,000	Dep'n reserve	11,977	
	Vehicle Replacement (2012 Jeep)	35,000	Dep'n reserve	34,680	
	Vehicle Replacement (2011 Ford Escape)	35,000	Dep'n reserve	34,680	
TS - Transportation Services					
	Stonehurst, Tanner, & Southside Roads (Southside Road only)	560,000	NSTIR 50%/ Gas Tax 50%	208,410	
	Whitely Lane Culvert Replacement	80,000	Gas Tax	53,417	Gas Tax savings applied to White Ave below

Municipality of the District of Lunenburg - Capital Budget Investment Plan		2018-19		2018-19	
PROJECT DESCRIPTION		BUDGET		Actual Cost	Proposed Funding that varies from Budget
	White Avenue Paving & Culvert Installation	135,000	\$64,000 divided 40% Road Reserve, 60% property owners; \$71,000 for culvert replacement from Gas Tax	154,333	\$36,890 Resident Recovery, \$25,600 Road Reserve Budget \$91,843 Gas Tax
	Future Road Paving	250,000	Gas Tax	-	
EHS - Environmental Health Services					
	Aerated Compost Carts	20,000	Gas Tax	20,814	
	Riverport school demolition & remediation (Oct 8/18 deadline)	10,000	Environmental Liability	-	
	New Germany I&I Mitigation	7,000	Gas Tax	6,434	
	Lahave River Straight Pipe Replacement Program	2,321,400	BCF/Dep'n Reserve/Donations	1,692,166	Resident Pymts \$186,410 LCCF \$652,504 BCF \$1,096,102 PCAP \$15,618 Trans LCCF Trust \$186,410 Credit Dep'n Fund \$72,058
	SCADA for Cookville and Hebbville and Update New Germany Controls	30,000	Gas Tax	27,309	
	Garden Lots Sewer & Water Upgrades	75,000	Potential Grant & Dep'n Reserve	-	
	New Germany WWTP Equipment Replacements	60,000	Gas Tax	22,342	
	Cookville WWTP Refurbishment & Upgrades	20,000	Gas Tax & Swr Reserve	16,740	
	New Germany Collection System Refurbishment	15,000	Gas Tax & Swr Reserve	16,990	
	Conquerall Bank WWTP Upgrades	25,000	Gas Tax & Swr Reserve	9,334	

Municipality of the District of Lunenburg - Capital Budget Investment Plan		2018-19		2018-19	
PROJECT DESCRIPTION		BUDGET		Actual Cost	Proposed Funding that varies from Budget
EDS - Economic Development Services					
	Rural Internet	250,000	Gas Tax	Moved to Operating Fund for non-owned asset projects	
	Cookville Trail Connector	43,000	Gas Tax & OHV Fund	6,061	OHV Fund \$6,061
	Centre School Demolition	800,000	Dep'n Reserve	25,965	
	Osprey Village - Nathan Cirillo Rd Extension	50,000	Osprey Village Reserve & Dep'n Reserve	55,675	Osprey Village Reserve
	CEF Building & Parking Lot	85,000	CEF Reserve	2,503	
	Highway 103 Signage Program	10,000	Operating Surplus	9,596	
RS - Recreation Services					
	MARC Improvements	30,000	Dep'n Reserve	3,432	
	Sherbrooke Lake - Park Design & implementation	75,000	Gas Tax	45,773	
	Water Quality Sampling & Monitoring Meter	10,000	Dep'n Reserve & Contribution from MODC	9,379	Prov NS \$3,448 MODC \$5,000 Dep'n \$931
	River Ridge Common (Council approved budget increase)	200,000	Gas Tax \$150K	280,047	Prov NS \$64,800 Donations \$43,141 Gas Tax \$172,106
	Miller Point	10,000	Dep'n Reserve	-	
	Lahave Sunset Park	15,000	Open Space	-	

Municipality of the District of Lunenburg - Capital Budget Investment Plan		2018-19		2018-19	
PROJECT DESCRIPTION		BUDGET		Actual Cost	Proposed Funding that varies from Budget
	Land Purchase - Conquerall Bank - included in prior year	145,000	Open Space	-	
	MARC Equipment	30,000	Dep'n Reserve	26,322	
	Hirtles Beach	15,000	\$5K Hirtles Reserve; \$10,000 depreciation	2,754	\$2,754 Hirtle's Reserve
Total Capital Projects		12,818,400		3,324,934	
Funding of Capital Projects					
	Depreciation Reserves	3,637,686		78,479	
	Gas Tax Reserves	1,606,000		679,917	
	Provincial/Federal Grants	1,597,600		1,195,966	
	Other Reserves - Capital Reserves	2,543,614		571,052	
	Other Reserves - Operating Reserves	2,357,600		61,985	
	Other Contributions	1,075,900		934,144	
	Transfer to LCCF Trust	-		(196,609)	
Total Funding Capital Projects		12,818,400		3,324,934	
Gas Tax Funding - Operating Fund					
	Grants to Trail Organizations	58,700		56,956	
	Rural Broadband ISP Projects	250,000		7,335	
		<u>308,700</u>		<u>64,291</u>	
Total Gas Tax - Capital & Operating				744,208	