

Please note:

A Public Hearing re Stonemount Retirement will be held at 8:30 a.m. on Tuesday April 14, 2020.

**AGENDA**  
**SPECIAL MEETING OF MUNICIPAL COUNCIL**  
**Via TELECONFERENCE**

**Tuesday, April 14, 2020 – 9:00 a.m.**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. STAFF REPORTS**
  - 3.1 Planning Department**
    - 3.1.1 Second Reading re Proposed Amendments to the Osprey Village SPS & LUB..... 1-2
- 4. IN CAMERA**
  - 4.1 Contract Negotiations re Award of Tender for Sludge Removal - New Germany Wastewater Treatment Plant under Section 22(2)(e) of the MGA
- 5. AWARDING OF TENDERS/RFPs**
  - 5.1 Award of Tender # 2020-01-002 Sludge Removal – New Germany Wastewater Treatment Plant ..... 3-4
- 6. STAFF REPORTS**
  - 6.1 Recreation Department**
    - 6.1.1 Designated Community Fund Request – South Shore Annapolis Valley Recreational Trail Association ..... 5-7
  - 6.2 Finance Department**
    - 6.2.1 Approval of 2020/21 Tax Exemptions ..... 8-10
- 7. ADJOURNMENT**



# Municipality of the District of Lunenburg

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## MEMORANDUM

**REPORT TO:** Municipal Council  
**SUBMITTED BY:** Byung Jun Kang, Planner  
**DATE:** April 14, 2020  
**SUBJECT:** PL200002 – Stonemont Retirement Living Complex  
Public Hearing & Council’s Second Reading

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### ORIGIN

Municipal Council, on its meeting of March 10, 2020, passed the following two motions:

that Municipal Council accept the recommendation of the Planning Advisory Committee that a concept plan to incorporate the 360 Access for fire protection and a layout showing an adequate number of parking spaces from the developer be submitted to Council, prior to First Reading.

that Municipal Council accept the recommendation of the Planning Advisory Committee and give notice of its intention to approve a By-law amending the Osprey Village Secondary Planning Strategy and Land Use By-law and conduct First Reading of the same; and

further, that Council gives notice of its intention to approve the proposed amendments and hold a Public Hearing on Tuesday, April 14, 2020 at 8:30 a.m. in the Municipality’s Council Chambers.

### LEGISLATIVE AUTHORITY

Subsections 205(6) to 205(8) of the *Municipal Government Act* state that:

Second reading shall not occur until the council has considered any submissions made or received at the public hearing.

Only those council members present at the public hearing may vote on second reading of the planning documents.

A council shall adopt planning documents, at second reading, by majority vote of the maximum number of members that may be elected to council.

## **DISCUSSION**

No written responses or verbal submission requests were received from the public by the deadline of Monday, April 6, 2020 at 4:30 p.m. There may be a few members of the public who may contribute their inputs through online comments. If so, the moderator will indicate the presence of public inputs.

## **RECOMMENDATION**

If Council wishes to conduct Second Reading, the following motion is in order:

**that Municipal Council conducts Second Reading of a By-law amending the Osprey Village Secondary Planning Strategy and Land Use By-law, as presented at the Public Hearing, and hereby adopts the amendments.**

## **ALTERNATIVE**

Council may choose not to proceed with the adoption of the amending By-law, and direct staff to re-evaluate the By-law further with the Planning Advisory Committee. In such case, Council would make a motion to reject the By-law, followed by another motion to direct staff to revisit the By-law, with the necessary direction from Council as to which section of the By-law is to be reviewed.

## **ATTACHMENT**

Schedule A: PL200002 Council First Reading Package, submitted March 10, 2020

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Department: Planning & Development Services  
Directory: 66550-30

Prepared by: Byung Jun Kang, Planner  
Approved by: Jeff Merrill, Director of Planning & Development

Date: 2020.04.01  
Date: 2020.04.03



# Municipality of the District of Lunenburg

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## REQUEST FOR DECISION

**REPORT TO:** Council

**SUBMITTED BY:** Satu Peori, P.Eng., Manager of Wastewater Services

**DATE:** March 24, 2020

**RE:** Sludge Removal – New Germany Wastewater Treatment Plant

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### RECOMMENDATION

*That Council authorize staff to award TENDER 2020-01-002 Sludge Removal – New Germany Wastewater Treatment Plant to Dalton Jodrey Plumbing & Heating for \$89,446.67 plus HST.*

### BACKGROUND

The New Germany Wastewater Treatment Plant (WWTP) consists of an aeration and activated sludge process to treat collected sewage. The excess sludge that settles to the bottom of a 10 m<sup>3</sup> (2250 Imperial gallon) tank must be pumped out by a septage hauling truck 3 or 4 times per month to keep the food to mass ratio in the aeration tank optimal.

The 1.6 m<sup>3</sup> (333 imperial gallon) grit chamber requires pumping once every 2 months.

### DISCUSSION

The tender document was issued on February 17, 2020 and closed at 2:00pm on March 5, 2020. Two (2) bids were received by the tender deadline: one from Dalton Jodrey Plumbing & Heating and one from Stewart's Septic Pumping. The bid from Stewart's Septic Pumping did not include Addendum 1 with their submission documents. Thus, the bid was non-compliant and was rejected.

The bid is summarized below (bid includes net HST):

Term	Tender Bid - Dalton Jodrey Plumbing & Heating
Year 1: April 1, 2020 to March 31, 2021	\$31,093.45
Year 2: April 1, 2021 to March 31, 2022	\$31,093.45
Year 3: April 1, 2022 to March 31, 2023	\$31,093.45
Total Bid	\$93,280.35

The operating budget for sludge removal for New Germany WWTP for fiscal year 2020/21 is \$32,000. Thus, the accepted Tender Bid by Dalton Jodrey Plumbing & Heating falls within the operating budget for 2020/21.



# Municipality of the District of Lunenburg

## Recreation Services

### MEMORANDUM

TO: Municipal Council

FROM: Tissy Bolivar, Acting Director of Recreation Services

DATE: April 7, 2020

RE: Designated Community Project Fund Request – South Shore Annapolis Valley Recreational Trail Association (SSAVRTA)

#### RECOMMENDED MOTIONS

That Municipal Council approve establishing a Designated Community Project Fund, pursuant to Policy MDL-48, for the South Shore Annapolis Valley Recreational Trail Association to assist them in raising capital funds to cover capital costs to the trail, primarily the capital cost associated with the bridge project over the LaHave River.

#### BACKGROUND

The South Shore Annapolis Valley Recreational Trail Association, a non-profit group, is one of six trail groups maintaining the rail to trail system in the Municipality. They have a letter of authority to manage and maintain the South Shore Annapolis Valley Trail with the Department of Natural Resources. This multi-use trail project extends 125km.

Over the last year the South Shore Annapolis Valley Recreational Trail Association completed the following work to prepare for the bridge project:

- Visual survey
- Formed working group
- Input from other clubs
- Lands and Forestry flagged survey pins
- Preliminary Engineering Report
- Discussion with adjacent landowners
- Funding applications
- RFP for bridge design and installation
- Bridge builder selected

All plans and changes will take place on Provincial lands and will be approved by the Department of Natural Resources before work begins. All permits will be in place to ensure that the site is well-built, safe and hazard-free for trail users.

The required funding to do this work is significant and they will be seeking Provincial and private funding as well as municipal support. They will also be looking to raise funds and they would like to be able to have donors be provided tax receipts for their donations through the establishment of a designated community fund. The time frame for the fund would be from May 2020 until October 2021. They have completed the application and meet all the criteria.

The cost for the bridge and site preparations is \$673,835.00 including HST.

This bridge will be in the heart of New Germany, and part of the trail system that connects between the Annapolis Valley, the South Shore, and the North Queens. Having this bridge replaced in the community of New Germany will help realize the kind of direct economic impacts that will strengthen our local businesses and regional/provincial tourism industry. The bridge itself will be a center point of the community and a destination for trail users, visible from the roadways and easily accessed by trail users. Recreation and leisure opportunities are a high priority, and our local and provincial leadership has shifted to focus on this aspect.

It is also important to note that this trail and the proposed bridge is in the same community as the River Ridge Common, which has been a flagship project of the Municipality of the District of Lunenburg.

Trails promote and provide opportunities for many activities. They foster community involvement and a sense of community pride. In addition, trails are accessible to all income groups and are an affordable recreational alternative to those on low or fixed incomes – especially in rural Nova Scotia. Trails provide an opportunity for people to improve their level of physical fitness and reduce the instances of stress related disorders. The trail also provides opportunities for a safe and accessible route besides using a highway shoulder for recreation

This type of community trail project encourages all residents to be involved, and creates partnerships between private companies, trail users, adjoining landowners, neighboring municipalities, local governments and advocacy groups. Persons with mobility issues will be able to access stores and services without needing to rely on car transportation. The grocery store and drug store are both within 200m of the end of the bridge on the east side of the river.

The SSAVRTA recognizes the importance of ensuring the safety of users through consistent trail quality. The bridge will be built and installed to Provincial standards, including recommended slope for the approaches as well as bridge decking and railing height. The safety and enjoyment of every trail user is valued, especially those who have mobility challenges. It is important that the trail is well constructed to ensure low maintenance and long life.

## **BUDGET IMPLICATIONS**

There would be no implications to the budget.

## **ALTERNATIVES**

The alternative would be to not approve the Designated Community Project Fund application submitted by the South Shore Annapolis Valley Recreational Trail Association.

## **CONCLUSION**

The Designated Community Project Fund was developed and approved by MODL to aid non-profit groups in raising capital funds for projects. The South Shore Annapolis Valley Recreational Trail Association has been providing a great recreational opportunity for residents in the area and beyond. This Association is a great example of a successful partnership between the Municipality and a non-profit group.



# Municipality of the District of Lunenburg

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## REQUEST FOR A DECISION

**REPORT TO:** Finance Committee  
**SUBMITTED BY:** Elana Wentzell, CMA, CPA  
**DATE:** April 14, 2020  
**RE:** Partial and Full Tax Exemptions

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### RECOMMENDATION

**Move that Municipal Council approve the full and partial tax exemptions for qualifying non-profit organizations as outlined in the attached schedule.**

### EXECUTIVE SUMMARY

The Municipality has a full and partial tax exemption By-law as authorized by Sections 71 (1) and (2) of the Municipal Government Act (MGA) and outlined in MDL-12 Tax Exemption/Reduction Policy.

Based primarily on the benefit or service to the community, the tax exemptions apply to qualifying non-profit organizations that provide community programs and services in charitable, fraternal, recreational, religious, educational, cultural, or sporting organizations.

Applications for tax exempt status are due annually on February 28. Awards are for a three-year period; renewal is required on the third year following the year of the initial award. Awards do not cover tax arrears or area rates. Final awards are subject to the approval of Municipal Council as per the Tax Exemption Policy.

### DISCUSSION

Please find enclosed a detailed listing of applications that meet the Tax Exemption Policy requirements. Full tax exemptions are granted for those qualifying properties that are classified as residential. Partial tax exemptions are granted for those qualifying properties that

are classified as commercial – the exemption is the difference between the commercial and residential tax rate.

**BUDGET IMPLICATIONS**

The 2020-21 Draft Budget of \$91,000 remains unchanged from the previous year and can accommodate the current applications and exemptions.

**CONCLUSION**

All applications received meet the requirements as set out in the By-Law/Policy and should be awarded.

Department: Finance and Administration	
Report Prepared By: Elana Wentzell	Date: April 6, 2020
Report Approved By: _____	Date _____
Reviewed By CAO: _____	Date _____

**Property Tax Exemption Renewal Applications**

**For the Fiscal Year 2020/2021**

**(FULL EXEMPTION)**

<b>APPLICATIONS SENT TO:</b>	<b>ASSESSMENT NUMBER</b>	<b>2019 AMOUNT</b>	<b>2020 ESTIMATE</b>	<b>NOTATIONS</b>					
Baptist Camp Grounds	#00208922	\$225.99	\$250.29						
Barss Corner Recreational Society	#00231851	\$110.97	\$110.97						
Home Heirlooms Cooperative Ltd.	#05059356	\$56.70	\$56.70						
Lahave River Trail Association	#10698634	\$36.45	\$36.45						
		<b>\$430.11</b>	<b>\$454.41</b>						
		<b>TOTAL Full Estimated (2019)</b>	<b>TOTAL Full Estimated (2020)</b>						