

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Special Tele/Video Conference Meeting of
MUNICIPAL COUNCIL
Tuesday, April 28, 2020 – 9:00 a.m.

ATTENDANCE

Mayor Carolyn Bolivar-Getson
Deputy Mayor Eric Hustvedt, District 1
Councillor Martin Bell, District 2
Councillor Lee Nauss, District 3
Councillor John Veinot, District 4
Councillor Cathy Moore, District 5
Councillor Claudette Garland, District 6
Councillor Wade Carver, District 7
Councillor Michael Ernst, District 8
Councillor Reid Whynot, District 9
Councillor Errol Knickle, District 10

Staff: Tom MacEwan, Chief Administrative Officer
Alex Dumaresq, Deputy CAO
Sherry Conrad, Municipal Clerk
Tissy Bolivar, Acting Director of Recreation
Sarah Kucharski, Communications Officer
Stephen Pace, Director of Engineering & Public Works
Dave Waters, Director of Business Development, Tourism & Infrastructure
Elana Wentzell, Director of Finance
Angela Veinot, Accounting Manager
Jeff Merrill, Director of Planning & Development Services
Tina Robichaud-Bond, Executive Assistant

1. CALL TO ORDER

Mayor Bolivar-Getson called the meeting to order at 9:10 a.m. and advised that the meeting was being held by tele and video conference.

Mayor Bolivar-Getson gave condolences to the people of Colchester County and to all Nova Scotians on behalf of Council and residents of the Municipality for the recent tragic loss of lives. A moment of silence was held.

2. APPROVAL OF AGENDA

It was requested that Item 6.1.1 Internet Tower Relocation Update be removed from the Agenda and be added to the agenda of a future Council meeting.

Moved by Councillor Bell, seconded by Councillor Nauss that Item 6.1.1. Internet Tower Relocation Update be removed from the Agenda and that the Agenda be approved with this amendment. Carried unanimously.

3. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITIONS

3.1 Proclamation – National Denim Day

Mayor Bolivar-Getson proclaimed May 12, 2020 as National Denim Day to raise awareness around the seriousness of breast cancer.

4. AWARDING OF TENDERS/RFPs

4.1 Award of RFP #2019-05-407 re Furniture, Fixtures & Equipment for new Municipal Building

Andrew Amos, Senior Partner, Catalyst Consulting Engineers Inc., was in attendance.

Mr. Amos reviewed his report, “Recommendations for Furniture RFP Award”, (circulated with the Agenda) and gave details on the two recommendations he put forth.

A discussion followed regarding what, if any, of the current office furnishings would be used. It was noted that all the furniture would be included in the sale of the old administration building as the current furnishings would not fit the new building’s design, office size, and look.

Moved by Deputy Mayor Hustvedt, seconded by Councillor Nauss that Municipal Council award RFP #2019-05-407 “Furniture, Fixtures & Equipment” for the new Municipal Building as follows: Purchase Workstations from Interspace at a cost of \$134,862.00, the Balance of the Furniture from Office Interiors at a cost of \$77,386.09, the Chairs from Interspace at a cost of \$39,273.00, and a Contingency cost of \$17,606.53, for a total cost of \$269,127.62 plus HST. Opposed: Councillor Ernst. Motion carried.

4.2 Award of RFP #2020-05-402 Design & Build Services Swings & Shade Awnings River Ridge Common

Ms. Bolivar reviewed her report, “RFP No. 2020-05-402 Design and Build Services Swings and Shade Awnings: River Ridge Common” (circulated with the Agenda) and noted that this project was a carry over from last year’s budget.

Moved by Councillor Moore, seconded by Councillor Carver that Municipal Council award RFP #2020-05-402 “Design and Build Services: Swings and Shade Awnings for River Ridge Common” to Hornbeam Contracting for \$59,625.00 plus HST.

A discussion was held around the completion time of the project. Ms. Bolivar noted that the project was anticipated to be completed by July.

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

5. RECOMMENDATIONS FROM COMMITTEES & BOARDS

5.1 Planning Advisory Committee

**5.1.1 Development Agreement Amendment re Boulangerie
La Vendéenne Application**

Byung Jun Kang, Planner, was in attendance.

Moved by Councillor Ernst, seconded by Councillor Bell that Municipal Council accept the recommendation of the Planning Advisory Committee and give notice of its intention to approve the amendment to the existing Development Agreement with Boulangerie La Vendéenne and conduct First Reading of the same; and further, that Council gives notice of its intention to approve the proposed amendment and hold a Public Hearing on Tuesday, May 26, 2020 at 8:30 a.m. Carried unanimously.

Mr. Kang left the meeting.

6. STAFF REPORTS

6.1 Economic Development Department

6.1.1 Internet Tower Relocation Update

This topic was removed from the current agenda and will be added to a future agenda.

Mr. Amos left the meeting.

6.2 Finance Department

6.2.1 MDL-49 Property Tax Rebate Policy re Unsworn Statutory Declaration

Ms. Wentzell reviewed her report, "MDL-49 Property Tax Rebate Policy – Statutory Declaration Exception" (circulated with the Agenda). Ms. Wentzell explained that due to the current state of emergency, it will not be possible for the required Statutory Declaration of proof of income to be signed, as per the Policy, by persons applying for the low-income tax exemption.

Moved by Councillor Whynot, seconded by Councillor Carver that Municipal Council approve that the applications for 2020-21 Property Tax Rebate be accepted with an Unsworn Statutory Declaration for the 2020-21 fiscal year only. Carried unanimously.

6.3 Administration Department

6.3.1 Municipal Cost-Shared Road Paving Program

Mr. MacEwan reviewed his report, "J & G Class Road Paving Project – Road Submission List" (circulated via email) and advised that the Province of Nova Scotia had created a cost-sharing fund for the repaving of certain J & G Class roads. He noted that Council is required to select the road repaving projects it wishes to undertake for cost sharing from the list provided by the Province. This list is submitted to the Province, they will review and submit a list back to the Municipality of the roads they are prepared to cost share and an estimate of cost for same. This list will have to be approved by Council before moving forward. The Province has indicated the list needs to be submitted to them today.

Moved by Councillor Nauss, seconded by Councillor Moore that Municipal Council formally approve the attached J & G Class Paving Project – Road Submission List which includes the following:

- **Gail Avenue**
- **Bell Avenue**
- **MacCulloch Road**
- **Harold Whynot Road**
- **Jubilee Road**
- **River Lane**
- **William Hebb Road**
- **Fire Hall Road**
- **DeLong Lane**

Opposed: Councillor Ernst. Motion carried.

Mr. MacEwan reviewed his report, "J Class Road Lists" (circulated via email) and reported that the Municipality had requested that the List of Roads formerly submitted to Department of Transportation and Infrastructure Renewal (TIR) for the 2020/21 fiscal year be amended to include four more roads: Charlie Lane, Lohnes Drive, Hillside Drive, and Pernette Drive. TIR agreed to amend the List of Approved Roads to include those four roads. As a result, two (2) Notices of Acceptance were forwarded to the Municipality. These were executed and returned to TIR. Council is required to ratify the action taken.

Moved By Councillor Garland, seconded by Councillor Bell that Municipal Council formally ratify the two (2) Notices of Acceptance that were submitted to Nova Scotia Department of

Transportation & Infrastructure Renewal on April 17, 2020 in which the Municipality accepted the cost estimates of the projects listed and confirmed its intention to proceed with construction as per the terms of Agreement 2018-105 for the following J Class Roads: Charlie Lane, Lohnes Drive, Hillside Drive and Pernette Drive. Opposed: Ernst Carried.

7. IN CAMERA

At 9:58 a.m., it was moved by Councillor Nauss, seconded by Councillor Whynot that Municipal Council go In Camera to discuss the following items:

- 7.1 Contract Negotiations re Internet Approval under Section 22(2)(e) of the MGA**
- 7.2 Contract Negotiations re LaHave Straight Pipe Appeal under Section 22(2)(e) of the MGA**

Carried.

Municipal Council In Camera in session.

At 10:29 a.m., it was moved by Councillor Whynot, seconded by Councillor Nauss that Municipal Council come out of In Camera and return to open session. Carried.

Municipal Council in session.

- 7.1 Contract Negotiations re Internet Approval under Section 22(2)(e) of the MGA**

Moved by Councillor Veinot, seconded by Councillor Moore that Municipal Council agree to provide financial support to the Bell submissions to the Canadian Radio Television Commission (CRTC) internet projects. Carried unanimously.

- 7.2 Contract Negotiations re LaHave Straight Pipe Appeal under Section 22(2)(e) of the MGA**

Moved by Councillor Ernst, seconded by Councillor Nauss that Municipal Council deny the appeal from a property owner to include independent installation expenses in the LaHave River Straight Pipe Replacement Program. Carried unanimously.

8. ADJOURNMENT

There being no further business at 10:33 a.m., it was moved by Councillor Whynot, seconded by Councillor Carver that the meeting adjourn. Carried.