

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

### **Minutes of a Meeting of Municipal Council**

Held in-person at Council Chamber, 10 Allée Champlain Drive, Cookville, NS

And via Video and Teleconferencing

**Friday, October 16, 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 (Left meeting at 10:00 a.m.)

Councillor Claudette Garland, District 6

Councillor Wade Carver, District 7

Councillor Michael Ernst, District 8 (Via video conferencing)

Councillor Reid Whynot, District 9

Councillor Errol Knickle, District 10 (Via video conferencing)

#### **Staff**

Tom MacEwan, Chief Administrative Officer (Via video conferencing)

Alex Dumaresq, Deputy CAO

Stephen Pace, Director of Engineering

Bill Schurman, Director of Recreation Services (Via video conferencing)

Dave Waters, Director of Business Development, Tourism & Infrastructure (Via video conferencing)

Elana Wentzell, Director of Finance (Via video conferencing)

Jeff Merrill, Director of Planning and Development Services (Via video conferencing)

Mark Strickland, Business Development Officer (Via video conferencing)

Tissy Bolivar, Program Coordinator (Via video conferencing)

Jamie Burgess, Municipal Engineer (Via video conferencing)

Angela Veinot, Accounting Manager (Via video conferencing)

Byung Jun Kang, Planner Sherry Conrad, Municipal Clerk

Sherry Conrad, Municipal Clerk

Sarah Kucharski, Communications Officer (Via video conferencing)

Tina Robichaud-Bond, Executive Assistant

#### **1. CALL TO ORDER**

Mayor Bolivar-Getson called the meeting to order at 9:00 a.m. and advised that the meeting was being held in-person and via video and audio conferencing.

## **2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITION**

Deputy Mayor Hustvedt acknowledged Ronald Whynot on his years of service as Chief of the Italy Cross Fire Department, and congratulated Nancy Whelan-Rafuse for her appointment as the new Fire Chief.

Councillor Moore advised that she would be leaving the meeting at 10:00 a.m. and wished those councillors not re-offering the best of luck in their future endeavours.

Councillor Whynot reported that the demolition of the Riverport School had taken place, the grounds were reseeded and the Department of Environment was monitoring. He further advised that residents of the area were working with the Department of Environment, the community centre, and the Municipality to create a community green space.

## **3. APPROVAL OF AGENDA**

**Moved by Councillor Nauss, seconded by Councillor Carver that the Agenda be approved as circulated. Carried unanimously.**

## **4. APPROVAL OF MINUTES – September 22, 2020**

**Moved by Deputy Mayor Hustvedt, seconded by Councillor Whynot that the Minutes of the September 22, 2020 Council meeting be approved as circulated. Carried unanimously.**

## **5. BUSINESS ARISING FROM MINUTES (Nil)**

## **6. AWARDING OF TENDERS/RFPs**

### **6.1 Award of RFP 2020-01-004 Snow Removal Services**

Jamie Burgess, Municipal Engineer, advised that the award for Snow Removal Services was for a Tender, not for a Request for Proposal as noted on the agenda page, and reviewed his report, "Snow Removal Services for Municipal Properties 2020-2023" (circulated with the Agenda).

**Moved by Councillor Veinot, seconded by Councillor Bell that Municipal Council award the Snow Removal Services for Municipal Properties 2020-2023 Tender 2020-01-004 to Gerhardt Property Improvements Ltd. for the amount of \$215,235.05 plus HST. Carried Unanimously.**

### **6.2 Award of RFP 2020-01-401 Multi-Function Digital Photocopiers/Printers**

Elana Wentzell, Director of Finance, reviewed her report, "Award of RFP 2020-01-401 Multi-Function Digital Photocopier/Printers" (circulated with the Agenda) and provided an overview of the scoring process. She advised that based on the scoring, Workplace Essentials was recommended as the successful proponent.

**Moved by Councillor Nauss, seconded by Councillor Veinot that Municipal Council award RFP 2020-01-401 Multi-Function Digital Photocopiers/Printers to Workplace Essentials for a 60-month term as quoted in Proposal 1 with premium paper capacity and mail bins in the amount of \$693.78 per month plus copy contract as quoted and authorize the Director of Finance to sign contracts for same.**

It was clarified that “private printing” as referred to in the report was in reference to the printing of confidential material by staff.

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

**7. CONSIDERATION OF CORRESPONDENCE (Nil)**

**8. RECOMMENDATIONS FROM COMMITTEES & BOARDS**

**8.1 Finance Committee**

**8.1.1 Designated Community Project Fund – Bay to Bay Trail Association**

**Moved by Councillor Ernst, seconded by Councillor Knickle that Municipal Council accept the recommendation of the Finance Committee and approve the establishment of a Designated Community Project Fund, pursuant to MODL Policy #48, for the Bay to Bay Trail Association to assist them in raising capital funds to cover capital costs to the trail, specifically the re-decking of the Martins Brook bridge.**

It was noted that donors are issued a tax receipt for donations of \$100 or more.

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

**8.1.2 Tax Relief – Damaged Property**

**Moved by Councillor Whynot, seconded by Councillor Carver that Municipal Council accept the recommendation of the Finance Committee and approve tax relief in the amount of \$1,912.95 as per the submitted application for the property located at 4808 Highway 332, AA#00951706 and as per the Municipality’s Damaged Property Relief Policy. Carried unanimously.**

**9. STAFF REPORTS**

**9.1 Planning Department**

**9.1.1 Letters of Concurrence – MDL 69 Antenna Siting Protocol**

Norma Schieffer, Development Officer, was in attendance.

**Moved by Councillor Carver, seconded by Councillor Bell that Municipal Council issue a letter of concurrence for internet towers at the Newburne, Indian Path and LaHave Islands locations as the applications have met the requirements of MODL Policy #69 Antenna Siting Protocol. Carried unanimously.**

## **9.2 Recreation Department**

### **9.2.1 Sponsorship Grant Request – NS Ground Search & Rescue “Wilderness Survival Guide”**

Tissy Bolivar, Program Coordinator, reviewed her report, “Sponsorship Ad Grant: NS Ground Search & Rescue” (circulated with the Agenda).

**Moved by Councillor Garland, seconded by Councillor Veinot that Municipal Council approve the Sponsorship Ad request of the Nova Scotia Ground Search and Rescue for a ¼ page black and white ad for \$310.00 to support their Wilderness Survival Guide. Carried unanimously.**

## **10. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS**

### **10.1 Update - MJSB**

Councillor Garland gave an update on the Municipal Joint Services Board (MJSB) as follows:

- A proposal for an additional IT staff member was brought to the Board and approved.
- The IT Security Audit Report will be brought forward at the next meeting of the MJSB.
- The LCLC requested HR services from the MJSB.
- The financial audit and report were available and could be circulated to Council if required.
- The 12 year old septic lagoons will soon require maintenance.
- The recommendation for a new COO will be brought to the Board next week, then to Council.

### **10.2 Recommended Road Name Change – Diversion 8 to Chestnut Road**

Councillor Bell provided background information and the steps taken to have the name of Diversion 8 Road changed to Chestnut Road. He advised that although all the proper steps had been taken to have the name changed, the road sign was not changed due to an error with the paper trail.

Councillor Bell reported that the paper trail error had been corrected, the provincial records were revised, and the new signs were ordered and would be installed upon receipt.

### **10.3 Consideration of a Council Anti-Racism Plan**

Deputy Mayor Hustvedt provided a short history on anti-racism and provided information on the efforts of how other municipalities were approaching the issue of racism. He requested that Council take action and commit to exploring ways to abolish racism in the Municipality and suggested that the Municipality partner with neighbouring municipalities to create an anti-racism task force.

**Moved by Deputy Mayor Hustvedt, seconded by Councillor Bell that that Municipal Council explore the opportunity to partner with other Lunenburg County municipalities to form an anti-racism task force.**

It was noted that racism not only affects race but religion also and should be included in the anti-racism plan.

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

### **10.4 Events Lunenburg County Update**

Deputy Mayor Hustvedt provided the following update regarding Events Lunenburg County:

- Administrative functions not being undertaken
- Members of the Committee took the opportunity to go through a strategic planning exercise
- Possible sources of funding were discussed, i.e., ACOA, Events Nova Scotia,
- Requested that MODL Grant Coordinator help with a proposal to approach Events Nova Scotia for funds.

### **10.5 Proposed Development of Municipal Conservation Plan**

Councillor Ernst recommended that a Municipal Conservation Plan be considered and included in the new Planning Strategy. He advised that creating policies that define natural heritage systems would provide guidelines to permit future councils to protect these areas.

**Moved by Councillor Ernst, seconded by Councillors Nauss that Municipal Council recommend that the 2020-2024 Council consider the development of a Municipal Conservation Plan for inclusion in the new Municipal Planning Strategy.**

It was clarified that a Municipal Conservation Plan would protect both land and waterways throughout the Municipality.

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

### **10.6 Deputy Mayor's update**

Deputy Mayor Hustvedt reported that he attended an agenda briefing meeting; the Mayors/Wardens/CAOs/Deputies meeting; and the annual committee meeting of the Citizens for Public Transit.

### **10.7 Mayor's Update**

Mayor Bolivar-Getson reported that she attended the Chief Operating Officer interviews; the annual South Shore NSFAM meeting; the Hemford Hills Music Festival; a roast pork take out lunch; the Mayors/Wardens/CAOs/Deputies meeting; the Launch of Art on the Adventure Trail; the drive-thru Fish-n-Chips fundraiser in Walden; the take-out chicken supper in Pentz; the Municipal Park on Tancook Island; a meeting with the Department of Transportation re issues in District 5; and the official acquisition of lands in Oakland; presented certificates to two Special Olympians, Nicholas Storeyko and Emily Latta.

Mayor Bolivar-Getson thanked Council for their dedication and hard work over the last four years and wished those non-returning councillors all the best. She recognized Deputy Mayor Hustvedt for his 12 years of service, Councillor Veinot for his 26 years of service, and Councillor Knickle and Councillor Ernst for their 8 years of service.

Councillor Moore left the meeting at 10:00 a.m.

### **10.8 Departing Words**

Councillors Knickle, Ernst, Veinot, and Deputy Mayor Hustvedt each gave departing remarks.

### **11. ADDED ITEMS - Nil**

Mr. Pace left the meeting.

### **12. IN CAMERA**

**At 10:22 a.m., it was moved by Councillor Nauss, seconded by Deputy Mayor Hustvedt that Municipal Council go In Camera to discuss the following items:**

**12.1 Contract Negotiations re LaHave Straight Pipe Replacement Program under Section 22(2)(e) of the MGA**

**12.2 Land Negotiations re Osprey Village under Section 22(2)(a) of the MGA**

**Carried.**

Municipal Council In Camera in session.

**At 11:04 a.m., it was moved by Councillor Whynot, seconded by Deputy Mayor Hustvedt that Municipal Council come out of In Camera and return to open session. Carried.**

Municipal Council in session.

**12.1 Contract Negotiations re LaHave Straight Pipe Replacement Program under Section 22(2)(e) of the MGA**

**Moved by Councillor Whynot, seconded by Councillor Nauss that Municipal Council deny the appeal regarding the cost recovery charge for a property under the LaHave Straight Pipe Replacement Program as discussed in Camera. Carried unanimously.**

**13. ADJOURNMENT**

**There being no further business at 11:05 a.m., it was moved by Councillor Whynot, seconded by Councillor Carver that the meeting adjourn. Carried.**