Municipality of the District of Lunenburg
Minutes of a Meeting of Municipal Council
Held via Video/Audio Conferencing
Tuesday, March 8, 2022 – 9:00 a.m.

Attendance
Mayor Carolyn Bolivar-Getson
Deputy Mayor Cathy Moore, District 5
Councillor Leitha Haysom, District 1
Councillor Martin Bell, District 2
Councillor Wendy Oickle, District 3
Councillor Pam Hubley, District 4
Councillor Sandra Statton, District 6
Councillor Michelle Greek, District 7
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
Dave Waters, Director of Economic Development
Elana Wentzell, Director of Finance
Jeff Merrill, Director of Planning & Development Services
Stephen Pace, Director of Engineering & Public Works
Darren Shupe, Senior Planner
Byung Jun Kang, Planner
Mark Strickland, Business Development Officer
Norma Schiefer, Development Officer
Angela Veinot, Accounting Manager
Chris Kennedy, Fire & Emergency Services Coordinator
Jamie Burgess, Municipal Engineer
April Whynot-Lohnes, 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. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2. Announcements/Acknowledgements/Recognition

2.1 Proclamation – International Women's Day

Mayor Bolivar-Getson proclaimed March 8, 2022 as the 111th International Women's Day to recognize all genders and to celebrate women, girls, two spirit and gender people through cultural, legal, economic, and social change.

Councillor Bell thanked the women around the Council table and past representatives for their dedication, commitment, and service.

3. Approval of Agenda

It was noted that a second recommendation was received from the Nominating Committee for the appointment of another member to the Sustainability Committee. It was requested that this second appointment be added to Item 9.5.1 Appointment to Sustainability Committee.

Moved by Councillor Hubley, seconded by Councillor Haysom that the Agenda be approved with the above addition. Carried unanimously.

4. Approval of Minutes – February 22, 2022

Moved by Deputy Mayor Moore, seconded by Councillor Haysom that the Minutes of the February 22, 2022 Council meeting be approved as circulated. Carried unanimously.

5. Business arising from Minutes - Nil

6. Awarding of Tenders/RFPs – Nil

8. Consideration of Correspondence - Nil

9. Recommendations from Committees & Boards

9.1 Finance Committee

9.1.1 Donation to Red Cross Ukraine Humanitarian Crisis Appeal

2022-025 Moved by Deputy Mayor Moore, seconded by Councillor Bell that Municipal Council accept the recommendation of the Finance Committee and provide a donation in the amount of $10,000 to the Red Cross Ukraine Humanitarian Crisis Appeal, and that these funds be taken from the Council Contingency Fund. Carried unanimously.

9.2 Fire & Emergency Services Committee

9.2.1 2022-2023 Fire Department Grants

2022-026 Moved by Councillor Whynot, seconded by Councillor Hubley that Municipal Council accept the recommendation of the Fire & Emergency Services Committee and approve a 2% increase (totalling $3,723) over the 2021/2022 grant amounts, with the 2022/2023 fiscal year grants being:

Matching Grant	**$44,115**
Municipal Grant	**$66,698**
Training Grant	**$11,343**
Insurance Grant	**$56,304**
Personnel Insurance Grant	**$11,343**
Total Grants	**$ 189,803**

It was clarified that the Insurance Grant provides property damage coverage, while the Personnel Insurance Grant covers the firefighting personnel.

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

9.3 Municipal Joint Services Board

9.3.1 Amendments to By-law 039 Solid Waste Collection and Disposal

A report from April Whynot-Lohnes, Municipal Clerk, titled "Proposed Amendments to By-law 039 Solid Waste Collection & Disposal" was circulated with the agenda.

2022-027 Moved by Deputy Mayor Moore, seconded by Councillor Statton that Municipal Council accept the recommendation of the Municipal Joint Services Board and give notice of its intention to approve the amendments to By-law 039 Solid Waste Collection & Disposal, as presented, and conduct First Reading of same, and give notice of Second Reading on April 12, 2022.

Stephanie Smits, Outreach and Communications Supervisor with the MJSB was in attendance.

Ms. Smits clarified that the proposed amendments to By-law 039 were to ban certain items from being placed in the organics stream, such as various compostable bags, plastic or waxed drink cups, and fast-food packaging with polyethylene liners. She explained these items did not fully break down, resulting in a contaminated compost product.

Ms. Whynot-Lohnes added that the proposed amendments also included housekeeping amendments such as accessible formatting and language as per accessible standards.

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

Ms. Smits left the meeting.

7. Presentations/Scheduled Times

7.1 Christmas Tree Producers Association (LCCTPA)

Murray Crouse, President of LCCTPA, Anzil Blackadar, Chairman of Special Events Committee, and Andrew Crouse, Chairman of Executive Committee, were in attendance.

Mr. Murray gave a presentation (attached to Minutes) on the Association's plan to upgrade their office building and provided background information on the Christmas tree industry.

Mr. Murray explained that the LCCTPA was requesting financial support from other municipal resources to help towards the cost of renovating the building as the Association did not fit the criteria for municipal grant funds.

Councillor DeLong declared a Conflict of Interest and removed herself from the discussion.

Staff were directed to investigate options for a one-time grant and report back to Council for further discussion.

Mr. Crouse, Mr. Blackadar, and Mr. Crouse left the meeting

9. Recommendations from Committees & Boards

9.4 Planning Advisory Committee

9.4.1 By-law 020E Osprey Village Plan Review

Mr. Kang reviewed his report, "By-law 020E (Osprey Village Plan Review)" (circulated with the agenda) detailing the amendments to By-law 020. He also explained that by passing the motion on the item, it was implied that Council was conducting First Reading and that a Public Hearing and Second Reading would be conducted on April 5, 2022.

A concern was raised regarding the proposed removal of the minimum parking space requirement. Mr. Kang explained that determining the number of parking spaces was best left to the experience and knowledge of the developers.

2022-028 Moved by Councillor Oickle, seconded by Councillor DeLong that Municipal Council accept the recommendation of the Planning Advisory Committee and approve the amendments to the Osprey Village planning document by adopting By-law 020E, as amended in Appendix A of the staff report dated February 24, 2022, with the amendments to Section 64 of By-law 020E by striking out proposed clause 8.3.1(c) and to Section 51 of the By-law by striking out "amended by striking out Maximum Height of Structures: 20 metres (66 feet)" and substituting "repealed". Carried unanimously.

9.4.2 Exploration of Affordable Housing Options

Mr. Kang's report, "By-law 020E (Osprey Village Plan Review)", also spoke to the exploration of affordable housing options. Mr. Kang clarified that it was implied that staff would report to Planning Advisory Committee once all information was compiled, and subsequently report back to Council.

2022-029 Moved by Councillor Statton, seconded by Deputy Mayor Moore that Municipal Council accept the recommendation of the Planning Advisory Committee and direct staff to explore options for affordable housing in the Municipality, such as the inclusionary zoning, affordable housing cash-in-lieu, and bonus density. Carried unanimously.

9.5 Nominating Committee

9.5.1 Appointment to Sustainability Committee

The Nominating Committee recommended the appointment of Meghan Doucette to the Sustainability Committee (circulated with agenda), and further recommended the appointment of Elmer Garber to the Sustainability Committee (attached to the Minutes).

2022-030 Moved by Councillor Bell, seconded by Councillor Veinotte that Municipal Council accept the recommendation of the Nominating Committee and appoint Meghan Doucette and Elmer Garber to the Sustainability Committee both for a two-year term. Carried unanimously.

9.5.2 Appointments to Boundary Review Committee

2022-031 Moved by Councillor Haysom, seconded by Councillor Whynot that Municipal Council accept the recommendation of the Nominating Committee and appoint the following to the 2022 Boundary Review Committee:

a) Councillor Martin Bell as Chair
b) Councillor Chasidy Veinotte
c) Councillor Sandra Statton
d) Mayor Carolyn Bolivar-Getson.

Carried unanimously.

13. In Camera

At 10:33 a.m., it was moved by Councillor Whynot, seconded by Councillor Oickle that Municipal Council go In Camera to discuss Item 13. 1 Contract Negotiations re Water Tower under Section 22(2)(e) of the MGA. Carried.

Municipal Council In Camera in session.

At 11:22 a.m., it was moved by Councillor Whynot, seconded by Councillor Oickle that Municipal Council come out of In Camera and return to open session. Carried.

Municipal Council in session.

10. Staff Reports

10.1 Recreation Department

10.1.1 Designated Communities Fund – South Shore Annapolis Valley Trail Association

A report from Bill Schurman, Director of Recreation, Parks and Tourism, titled "Designated Community Fund Project – South Shore Annapolis Valley Trail Assoc." was circulated with the agenda.

2022-032 Moved by Councillor Greek, seconded by Councillor Hubley that Municipal Council grant the South Shore Annapolis Valley Trail Association the amount of $595 as per the criteria outlined in MODL Policy 048 Designated Community Project Fund. Carried unanimously.

10.2 Planning Department

10.2.1 Private Road Maintenance Charge Area – Botany Woods Landowners Assoc.

A report from Norma Schiefer, Development Officer, titled "Request to Add 1 Property to the Private Road Maintenance Charge Area – Botany Woods Landowners Association" was circulated with the agenda.

2022-033 Moved by Councillor Bell, seconded by Councillor Haysom that Municipal Council approve the addition of PID 60716248 to the Botany Woods Private Road Maintenance Charge Area; and further, that the Municipal Clerk and Mayor be authorized to sign an addendum to the Private Road Maintenance Agreement with the Botany Woods Landowners Association to implement the same. Carried unanimously.

10.2.2 Private Road Maintenance Charge Area – Forest Lake Lot Owner's Assoc.

A report from Norma Schiefer, Development Officer, titled "Request to Add 2 Properties to the Private Road Maintenance Charge Area – Forest Lake Lot Owner's Association" was circulated with the agenda.

2022-034 Moved by Councillor DeLong, seconded by Councillor Veinotte that Municipal Council approve the addition of PID 60609856 and 60268562 to the Forest Lake Private Road Maintenance Charge Area; and further, that the Municipal Clerk and Mayor be authorized to sign an addendum to the Private Road Maintenance Agreement with the Forest Lake Lot Owner's Association to implement the same. Carried unanimously.

10.2.3 Private Road Maintenance Charge Area – Russells Cove Road Assoc.

A report from Norma Schiefer, Development Officer, titled "Request to Add Properties to the Private Road Maintenance Charge Area – Russells Cove Road Association" was circulated with the agenda.

2022-035 Moved by Councillor Greek, seconded by Councillor DeLong that Municipal Council approve the addition of all properties along Ronald's Way to be added to the Russells Cove Road Maintenance Charge Area; and further, that the Municipal Clerk and Mayor be authorized to sign an addendum to the Private Road Maintenance Agreement with the Russells cove Road Association to implement the same. Carried unanimously.

10.3 Economic Development

10.3.1 MODL Land Review Plan

Mr. Waters gave a presentation on "MODL Land Review Plan" (circulated with the agenda) and explained that the intent of the presentation was to provide Council with a list of municipal properties available to sell under per MODL Policy 065 Divestiture of Surplus Land. He explained that the funds from the sale of surplus properties would be used to upgrade the Municipality's existing parks.

Mr. Waters provided details on the following:

- MODL Lots available for sale
- Review of MODL Policy 065 Divestiture of Surplus Land
- Use of funds
- Review of Land by District
- Next Steps

It was noted that in most circumstances, abutting landowners would be given first option to purchase lots, and discussions followed on the steps to be taken to notify abutting landowners.

Mr. MacEwan clarified that appraisal costs would be included in the selling price of the lots.

2022-036 Moved by Councillor Veinotte, seconded by Councillor Haysom that Municipal Council deems the lots identified as surplus and direct staff to proceed with the divesture in accordance with policy MDL-65, Divesture of Surplus Land as presented. Carried unanimously.

10.4 Engineering Department

10.4.1 Cookville Wastewater Collection – I&I

Mr. Pace reviewed the report, "Cookville Wastewater Collection System Inflow and Infiltration Investigation" (circulated with the agenda) and reported that the month of March was a peak time for inflow and infiltration flows and an ideal time to conduct the investigation.

2022-037 Moved by Councillor Hubley, seconded by Councillor Statton that Municipal Council authorize staff to hire exp Inc. and additional subcontractors as required to complete the Cookville Wastewater Collection System Inflow and Infiltration Investigation for a maximum cost of $50,000, including 4.286% HST with funds coming from the Sewer Reserve.

It was clarified that the 4.286% HST was the Municipality's contribution to HST.

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

11. Mayor's/Deputy Mayor's/Councillors' Matters

11.1 Bridgewater Area Chamber of Commerce

Councillor Haysom reported that the Bridgewater Area Chamber of Commerce asked its members to complete a survey to determine the types of challenges businesses were experiencing and asked for the top three concerns. The survey results determined that the following were the top three concerns facing business owners:

- labour shortages;
- supply chain disruption; and
- lack of networking opportunities.

Councillor Haysom advised that the Bridgewater Area Chamber of Commerce was hosting a Chamber Chat on Thursday, March 10, 2022 at 7:00 p.m., and attendees could register on the Chamber's website.

11.2 MJSB Update

Deputy Mayor Moore reported that an MJSB meeting was scheduled for March 9, 2022 and asked that the update be deferred to the next Council meeting.

11.3 Deputy Mayor's Update

Deputy Mayor Moore advised that she attended agenda briefings and to cheque signing.

11.4 Mayor's Update

Mayor Bolivar-Getson advised that she attended the Capital Budget workshop; COO interviews; NSFM meetings and the Spring Conference Planning meeting; the MJSB meeting; the Flood Risk workshops; and a meeting with Councillor Statton and Staff re McCullough Road.

Mayor Bolivar-Getson reported that the tender for streetlights at the intersection of Logan Road and Highway 325 was posted.

Councillor Statton reported that the MJSB was forecasting a surplus of $178,000 and explained that the Board questioned where the surplus funds would be held. She reported that there was no reserve set aside for shutting down the facility.

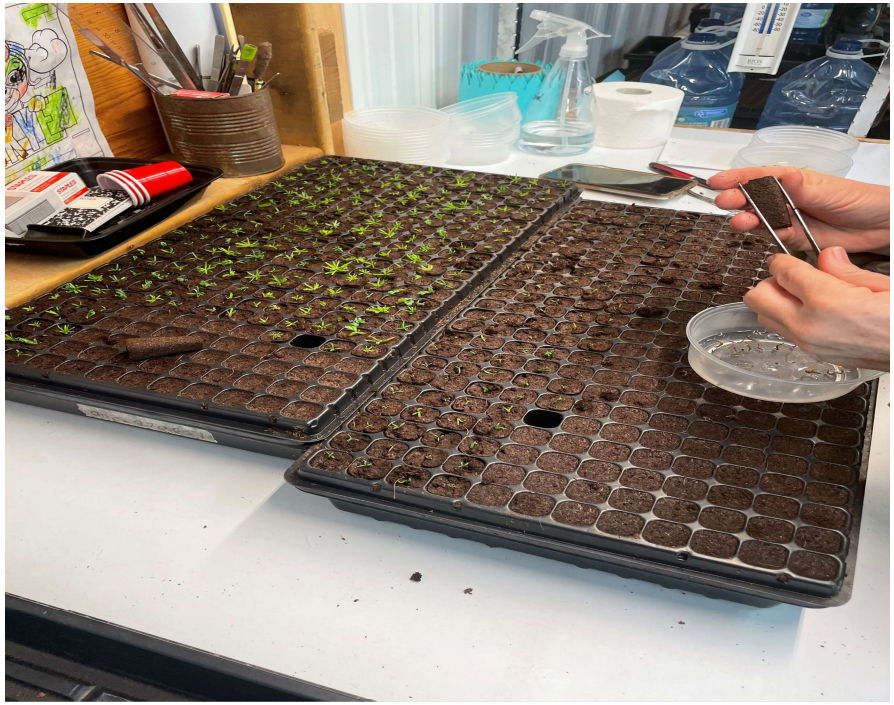
12. Added Items

A second recommendation from the Nominating Committee was added to the agenda at Item 9.5.1 Appointment to Sustainability Committee.

14. Adjournment

There being no further business at 12:19 p.m., it was moved by Councillor Statton, seconded by Councillor Whynot that the meeting adjourn. Carried.

Christmas Tree Producers Association



No Plastics

LCCTPA MONTHLY STATMENT
PERIOD JANUARY 2022 ENDED JANUARY 2022

	REVENUE	MONTH	YTD 2022	YTD 2021	BUDGET
1	Commercial Membership	$450.00	$450.00	$525.00	$825.00
2	Grower Membership	$2,125.00	$2,125.00	$2,800.00	$5,000.00
3	Grower/Commercial Membership	$200.00	$200.00	$400.00	$200.00
4	Associate Membership	$250.00	$250.00	$275.00	$500.00
5	Sale of Trees	$0.00	$0.00	$5,277.75	$5,500.00
6	Spring Technical Session	$0.00	$0.00	$0.00	$1,600.00
7	Fall Technical Session	$0.00	$0.00	$0.00	$1,600.00
8	Advertisements in InfoNote	$0.00	$0.00	$0.00	$425.00
9	Souvenir Sales	$15.00	$15.00	$0.00	$50.00
10	Courses	$0.00	$0.00	$0.00	$800.00
11	Growers Page/Website	$80.00	$80.00	$140.00	$220.00
12	Miscellaneous	$110.00	$110.00	$0.00	$0.00
13	Float (In)	$0.00	$0.00	$0.00	$200.00
14	Forest Products Rebate	$0.00	$0.00	$0.00	$1,500.00
15	Interest on Investments	$0.00	$0.00	$0.00	$200.00
16	Rental of Office	$200.00	$200.00	$200.00	$2,400.00
	Total:	$3,430.00	$3,430.00	$9,617.75	$21,020.00
	EXPENDITURES				
17	Dues to CTCNS	$89.24	$89.24	$80.73	$1,600.00
18	Dues Other	$144.37	$144.37	$135.74	$380.00
19	Spring Technical Session	$0.00	$0.00	$0.00	$1,250.00
20	Fall Technical Session	$0.00	$0.00	$0.00	$1,250.00
21	Meeting Expense	$0.00	$0.00	$0.00	$0.00
22	Advertising & Promotions	$0.00	$0.00	$0.00	$0.00
23	Prizes, Donations & Trophies	$0.00	$0.00	$0.00	$100.00
24	Purchase of Souvenirs	$0.00	$0.00	$0.00	$0.00
25	Courses	$0.00	$0.00	$0.00	$500.00
26	Photocopy Costs	$0.00	$0.00	$0.00	$450.00
27	Tree Lot - Seffernsville	$0.00	$0.00	$0.00	$1,725.00
28	Secretary/Treasurer Wages	$0.00	$0.00	$416.25	$5,800.00
29	Telphone/Internet	$284.14	$284.14	$260.71	$1,550.00
30	Office Supplies	$0.00	$0.00	$0.00	$275.00
31	Bank Service Charges	$8.50	$8.50	$10.62	$250.00
32	Postage	$105.80	$105.80	$117.01	$300.00
33	Website	$0.00	$0.00	$0.00	$295.00
34	Insurance - Building Contents	$0.00	$0.00	$0.00	$775.00
35	Utilities - Heat & Lights	$0.00	$0.00	$214.84	$1,500.00
36	Property Taxes	$0.00	$0.00	$0.00	$500.00
37	Building Maintenance	$0.00	$0.00	$0.00	$300.00
38	Miscellaneous	$51.75	$51.75	$0.00	$0.00
39	InfoNote Copying	$0.00	$0.00	$0.00	$125.00
40	Investment Loss	$0.00	$0.00	$0.00	$0.00
41	Float (Out)	$0.00	$0.00	$0.00	$200.00
	Total:	$683.80	$683.80	$1,235.90	$19,125.00

Month - Total Revenue	$3,430.00	Yr - Total Revenue	$3,430.00
Month - Total Expenses	$683.80	Yr -Total Expenses	$683.80
	$2,746.20		$2,746.20

Bank Balance @ Jan. 31, 2022 **$20,255.72**

WESTERN WOODLOT
SERVICES COOPERATIVE
Helping Private Woodlot Owners Meet Their
Forest Management Needs & Objectives
5255
Lunenburg County
Christmas Tree Producers'
Association

WESTERN WOODLOT
SERVICES COOPERATIVE
Lunenburg County
Christmas Tree Producers'
Association

WALLS METAL ROOFING.COM

January 24, 2022
1-902-298-3022
1314 NS-325, Blockhouse
B0J 1E0
HST# 821445780 RT0001

QUOTE# 675-480

Notes:

To:

Lunenburg County Christmas Tree Producers
(902) 634-1908
info@christmastreeproducers.com
5255 Nova Scotia Trunk 10
New Germany, NS

This quote includes the following:

- Strapping, metal panels, trims, roof ventilation,
- Chimney flashing, vent flashing, roof installation,
- Cleanup, garbage disposal.
- 5 Year Workmanship Warranty

Roofing Options	Description	Price (tax included)
Glossy 28 Gauge ABM Panel	This is our most affordable, painted metal panel. It comes in a smooth, gloss finish with a more traditional metal roofing appearance.	$ 4,748.71
Textured 26 Gauge ABM Panel	This is our thicker gauge metal panel that has in a modern, matte finish, making it the most popular choice among homeowners.	$ 5,084.45

Sincerely, Walls Metal Roofing

Terms & Conditions:
This quote is valid for 30 days
Any services absent above, such as shimming, shingle removal, chimney removal, etc. are not included in this quote.
A 25% deposit is required for order confirmation with the remaining balance due upon completion.
10% of the total order price is non-refundable
Accounts overdue by 15 days will be subject to a 2% monthly interest charge until amount owing is paid.
Payments can be made with the following options, please contact our office for more details:

- E-Transfer to: payments@wallsmetalroofing.com
- Online at WallsMetalRoofing.com/payments
- Cheque / Debit / Cash / Credit Card (credit card payments are limited to $8,000 CAD per invoice)

Quoted by: Gary Penner

Questions?

Municipality of the District of Lunenburg

Planning & Development Services

March 4, 2022

To Her Worship, Mayor Bolivar-Getson, and Councillors
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors:

The Nomination Committee, in session on March 4, 2022, made the following recommendation to Municipal Council:

"that Municipal Council approve the appointment of Elmer Graber to the Sustainability Committee, for a two-year term".

Respectfully submitted,

The Chair and Members
of the Nomination Committee

/jh