

Municipality of the District of Lunenburg

Minutes of a Meeting of Municipal Council

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, NS
Tuesday, December 13, 2022 – 9:00 a.m.

Attendance

Mayor Carolyn Bolivar-Getson
Deputy Mayor Pam Hubley, District 4
Councillor Leitha Haysom, District 1
Councillor Martin Bell, District 2
Councillor Wendy Oickle, District 3
Councillor Cathy Moore, District 5
Councillor Sandra Statton, District 6
Councillor Michelle Greek, District 7
Councillor Kacy DeLong, District 8 (Via TEAMS)
Councillor Reid Whynot, District 9
Councillor Chasidy Veinotte, District 10

Staff

Tom MacEwan, Chief Administrative Officer
Alex Dumaresq, Deputy CAO
Jeff Merrill, Director of Planning & Development Services
Dave Waters, Director of Economic Development (via Teams)
Stephen Pace, Director of Engineering & Public Works
Trudy Payne, Director of Recreation, Parks & Tourism
Elana Wentzell, Director of Finance (via Teams)
Ella Gindi, Planner I
Reid Sheppard, Senior Planner
Abhi Jain, Sustainability Planner
Mark Strickland, Business Development Officer (via Teams)
Angie Veinot, Accounting Manager
Norma Schiefer, Development Officer (via Teams)
Chris Kennedy, Fire Services Coordinator (via Teams)
April Whynot-Lohnes, Municipal Clerk
Sarah Kucharski, Manager, Corporate Services & Communications (via Teams)
Tina Robichaud-Bond, Executive Assistant

1. Call to Order

Mayor Bolivar-Getson called the meeting to order at 9:01 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

Mr. Merrill introduced Amanda Esterbrooks, Building Official/Fire Inspector with the Municipality. Councillors introduced themselves and their district.

Mayor Bolivar-Getson recognized the staff of the Municipality of the District of Lunenburg, the Town of Bridgewater, the Lunenburg County Lifestyle Center, and the volunteers who worked the ParaHockey Cup event, and thanked them for their time and effort.

3. Public Input - Nil

4. Changes/Approval of Agenda

Moved by Councillor Hubley, seconded by Councillor Moore that the Agenda be approved as circulated. Carried.

5. Approval of Minutes – November 8, 2022, November 22, 2022, & Public Hearing of November 30, 2022

Moved by Councillor Haysom, seconded by Councillor Veinotte that the Minutes of the November 8, 2022 Council meeting be approved as circulated. Carried.

Moved by Councillor Statton, seconded by Councillor Haysom that the Minutes of the November 22, 2022 Council meeting be approved as circulated. Carried.

Moved by Councillor Oickle, seconded by Councillor Greek that the Minutes of the November 30, 2022 Public Hearing be approved as circulated. Carried.

6. Business Arising from Minutes - Nil

7. Awarding of Tenders/RFPs

7.1 Award of New Germany Wastewater Pump Station Upgrade

Larry Feener, Municipal Engineer, Wastewater & Infrastructure Projects, reviewed the report, “New Germany Wastewater Pump Station #6 – Electrical Upgrade” (circulated with the agenda), advising that KRC Industrial Controls and Automation Limited was chosen from the Standing Offer List to provide programming and automation services the wastewater treatment systems.

2022-183 Moved by Councillor Moore, seconded by Councillor Greek that Municipal Council authorize staff to hire KRC Industrial Controls and Automation Limited as required to complete the New Germany Pump Station #6 Upgrade for maximum cost of \$75,000, plus HST. Carried unanimously.

Mr. Feener left the meeting.

9. Consideration of Correspondence - Nil

10. Recommendations from Committees & Boards

10.1 Joint Building Committee

10.1.1 Shared Regional Permit & Inspection Services, Phase 2 Implementation

A report from Jeff Merrill, Director of Planning and Development, providing background information on the shared regional services for building and fire inspections and detailing the implementation of Phase 2 of the shared regional services was circulated with the agenda. The report included (12) recommendations made by the Joint Building Committee.

Mark Gilbert, Consultant, gave a presentation on the shared regional permit and inspection services (attached to the Minutes) and reviewed the following:

- Reasons for service sharing & first steps
- Implementation considerations
- Service delivery and standards
- Costs & cost sharing
- Fees and cost recovery
- Human resources
- 12 points recommended by Joint Building Committee
- Going forward

It was clarified that each unit had their own process for handling dangerous and unsightly properties and therefore this service should not be listed in the agreement as a mandatory shared service, but rather one that could be opted in.

It was noted that each unit would continue to have their own fee structures, but the formula used to calculate the fees would be the same.

It was clarified that staff costs would be shared between the units.

2022-184 Moved by Councillor Statton, seconded by Deputy Mayor Hubley that Municipal Council accept the recommendation of the Joint Building Committee and approve the twelve recommendations from the Joint Building Committee as presented in the updated November 25, 2022, Phase 2 “Implementation” report and direct staff to proceed with a partnership agreement. Carried unanimously.

Mr. Gilbert left the meeting.

10.2 Finance Committee

10.2.1 Community Solar Garden Collaboration with AREA

The December 6, 2022 report from Abhi Jain, Sustainability Planner, regarding the Community Solar Garden Collaboration was circulated with the agenda. Mr. Jain was in attendance and provided a summary of the report.

Mr. MacEwan provided updated financial information and noted that a more detailed update would be provided at the next Council meeting. He advised that if the application was unsuccessful, the contract would end.

2022-185 Moved by Councillor Bell, seconded by Councillor Haysom that Municipal Council accept the recommendation of the Finance Committee and enter into a contract with the Alternative Resource Energy Authority for the application to the Provincial Shared Solar Program on behalf of the Municipality of the District of Lunenburg, and to develop and project manage the Community Solar Garden of 5MW capacity from its inception to commercial operations. Carried unanimously.

10.3 Sawpit Wharf Committee

10.3.1 Recommendation re Fees and Enforcement

Ms. Payne reviewed the report, "Sawpit Wharf Committee Recommendations" (circulated with the agenda), noting that the Sawpit Wharf Committee recommended that the dock rental fee be increased and that options for enforcing the by-law and rules at the park be explored.

2022-186 Moved by Councillor Veinotte, seconded by Councillor Whynot that Municipal Council approve the recommendation from the Sawpit Wharf Advisory Committee to amend Policy 058 Fees, by adding floating dock permit fee of \$125 and hereby gives seven (7) days' notice of Council's intention to approve the proposed amendment at the January 10, 2023 Council meeting. Carried unanimously.

2022-187 Moved by Councillor Veinotte, seconded by Councillor Whynot that Municipal Council accept the recommendation of the Sawpit Wharf Advisory Committee and explore options pertaining to enforcement of the by-law and rules at Sawpit Wharf Park. Carried unanimously.

Council recessed at 10:02 a.m. and resumed at 10:16 a.m.

8. Presentations/Scheduled Times

8.1 Proposed RV Park, Cherry Hill

Susan Wood and Wendy Selling, residents of Cherry Hill, were in attendance to give a presentation (circulated with the agenda) on behalf of the Friends of Cherry Hill regarding their opposition to the proposed RV Park being developed on Henry Conrad Road, Cherry Hill. Ms. Wood and Ms. Selling provided information on the following:

- The Community and Culture in Cherry Hill
- Issues of the proposed RV park
- Attempts at a solution
- Concerns raised by the community
- What MODL can do
- Next steps to action

It was noted that because there were no zoning regulations in the area, any development currently in the works would be grandfathered in, and the Municipality would have no means of preventing it from going forward.

11. Staff Reports

11.1 Planning & Development

11.1.1 Second Reading – Amendments to Secondary Planning Strategies & Land Use By-Laws re Small Options Homes

Ms. Ghindi reviewed the report “Proposed Housekeeping Amendments to include Small Option Homes: Second Reading” (circulated with the agenda), and noted that First Reading was carried out at the November 8, 2022 Council meeting.

2022-186 Moved by Councillor Oickle, seconded by Councillor Whynot that Municipal Council conduct Second Reading to adopt the following By-laws, approving the housekeeping amendments to include small option homes, as presented at the Public Hearing:

- **Blockhouse Secondary Planning Strategy 023E,**
- **Blockhouse Land Use By-Law 024D,**
- **Village of Hebbville Secondary Planning Strategy 027H,**
- **Village of Hebbville Land Use By-Law 028F,**
- **Hemford Forest Secondary Planning Strategy 044A,**
- **Hemford Forest Land Use By-Law 045A,**
- **Oakland Secondary Planning Strategy 037A,**
- **Oakland Land Use By-Law 038A,**
- **Osprey Village Secondary Planning Strategy 020F,**
- **Osprey Village Land Use By-Law 021G,**
- **Princes Inlet & Area Secondary Planning Strategy 032B,**
- **Princes Inlet & Area Land Use By-Law 033B,**
- **Riverport and District Secondary Planning Strategy 014F and**
- **Riverport and District Land Use By-Law 015E**

Carried unanimously.

11.1.2 Boundary Review & Size of Council

2022-189 Moved by Councillor Bell, seconded by Councillor Moore that Municipal Council set the size of Council to ten (10) councillors plus a mayor and approve the District Boundaries as presented in Option 6, dated November 8, 2022; and further that staff be directed to submit an application, signed by the Mayor and Clerk, to the Nova Scotia Utility and Review Board respecting the same. Carried unanimously.

11.1.3 Approval of Proposed Revisions to MODL 2040 Workplan

Mr. Sheppard reviewed the report, “MODL 2040 Workplan” (circulated with the agenda) and provided details on the progress to date on the development of the municipal-wide planning documents, and of the revised workplan and timeline for MODL 2040.

2022-190 Moved by Councillor Whynot, seconded by Deputy Mayor Hubley that Municipal Council approved the proposed revised MODL 2040 workplan and timeline, as presented.

It was clarified that the province had given the Municipality a deadline of March 2024 to complete.

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

11.2 Recreation, Parks & Tourism Department

11.2.1 Approval of Active Living Strategy Refresh

Andrew LeBlanc, Active Living Coordinator, gave a presentation on the Active Living Strategy Refresh (circulated with the agenda). He explained that the 2014 Active Living Strategy required an update. He highlighted and provided details on the following points of the update to the strategy:

- ParticipACTION Child and Youth and Adult report cards
- 2014 Active Living Strategic Plan
- Purpose of Acting Living Coordinator position
- Successful initiatives from previous strategic plan
- Planned development process
- Framework – directions, goals, objectives, actions
- Strategic direction 1 – Communication & Promotion
- Strategic direction 2 – Community Capacity & Leadership
- Strategic Direction 3 – Natural and Built environments
- Moving forward – detailed operational plan, key enablers
- Future initiatives

Discussions followed regarding the following:

- Adaptive equipment

- Park accessibility
- Social media videos
- Bike program
- Outdoor exercise equipment

2022-191 Moved by Councillor Greek, seconded by Councillor Veinotte that Municipal Council approve the refresh of the Municipality of the District of Lunenburg’s Active Living Strategy.

It was suggested that the playboxes be placed on trails also.

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

Mr. LeBlanc left the meeting.

11.2.2 Designated Communities Fund Friends of Cherry Hill Old Community Cemetery

2022-192 Moved by Councillor Haysom, seconded by Deputy Mayor Hubley that Municipal Council grant the Friends of Cherry Hill Old Community Cemetery \$120 as per the criteria outlined in the MODL Policy 048 Designated Community Project Fund. Carried unanimously.

11.3 Administration Department

11.3.1 Tiny Shelters Grant – Town of Bridgewater

Mr. MacEwan reviewed the report, “Tiny Shelters Grants – Town of Bridgewater” (circulated with the agenda) and provided details on the Town of Bridgewater’s Tiny Shelter Grant Program, created to support organizations who host a tiny shelter on their property.

Mr. MacEwan recommended that MODL Council support the Town of Bridgewater’s Tiny Shelter Grant program by granting \$15,000 to the Program. He noted that the Town of Bridgewater Council had agreed to double the maximum amount of grants,

It was clarified that the tiny homes were classified as temporary shelters and were provided to residents on an as needed basis.

2022-193 Moved by Deputy Mayor Hubley, seconded by Councillor Greek that Municipal Council support a partnership between the Municipality of the District of Lunenburg and the Town of Bridgewater with respect to the Tiny Shelter Grant Program and approve a grant to the Town of Bridgewater in the amount of \$15,000 from the Council Contingency Fund, and further that, Council request that the Town of Bridgewater double the maximum grants permitted to host organizations from \$1000 to \$2000 for one season and from \$3000 to \$6000 for three seasons. Carried unanimously.

12 Mayor's/Deputy Mayor's/Councillors' Matters

12.1 MJSB Update

Councillor Oickle provided an update on the following Municipal Joint Services Board matters:

- 2nd quarter financial report – on track
- MJSB orientation for councillors
- Construction & demolition regulations – new guidelines released

12.2 Deputy Mayor's Update

Deputy Mayor Hubley advised that she attended the Mayors/Deputy Mayors/CAOs & Deputies meeting; MJSB strategic priorities workshops; cheque signing; the Bridgewater Holiday parade; volunteered at the Para Cup Hockey Tournament; participated in the 4-H Community Forest decorating; attended the Branch LaHave tree lighting; and various craft shows.

12.3 Mayor's Update

Mayor Bolivar-Getson advised that she attended the Council meeting on Big Tancook Island; the Para Cup Hockey tournament; the SERMGAR meeting; the Mayors/Deputy Mayors/CAOs & Deputies meeting; the BMO Business Mixer; NSFM meetings; and the strategic priorities meeting.

13. Added Items – Nil

14. In Camera

At 11:40 a.m., it was moved by Councillor Greek, seconded by Councillor Whynot that Municipal Council go In Camera to discuss Item 14.1 Personnel Matter under Section 22(2)(c) of the MGA. Carried.

Municipal Council In Camera in session.

At 11:45 a.m., it was moved by Councillor Haysom, seconded by Councillor Whynot that Municipal Council come out of In Camera and return to open session. Carried.

Municipal Council in session.

14.1 Personnel Matter

2022-194 Moved by Deputy Mayor Hubley, seconded by Councillor Veinotte that Municipal Council approve converting one of the term Planner I positions to a permanent Planning position; and further, extend the second Planner I term position to December 2025. Carried unanimously.

15. Adjournment

There being no further business at 11:46 a.m., it was moved by Councillor Whynot, seconded by Councillor Haysom that the meeting adjourn.