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Municipal Council Meeting Agenda

Tuesday, May 9, 2023 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
 - 2.1 Proclamation – Emergency Preparedness Week..... 1-2
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda (as circulated)**
- 5. Approval of Minutes - Public Hearing April 11, 2023 & Council April 25, 2023**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs - Nil**
- 8. Presentations/Scheduled Times - Nil**
- 9. Consideration of Correspondence - Nil**
- 10. Recommendations from Committees & Boards - Nil**
- 11. Staff Reports**
 - 11.1 Recreation, Parks & Tourism Department**
 - 11.1.1 Re-Appointments to Sherbrooke Lake Stewardship Committee 3-9
- 12. Mayor's/Deputy Mayor's/Councillors' Matters**
 - 12.1 MJSB Update
 - 12.2 Deputy Mayor's Update
 - 12.3 Mayor's Update
- 13. Added Items**
- 14. In Camera - Nil**
- 15. Adjournment**

Proclamation – Emergency Preparedness Week

Tuesday, May 9, 2023 Council Meeting

Whereas the Municipality of the District of Lunenburg recognizes the importance of Emergency Management in Nova Scotia; and

Whereas the goal of Emergency Preparedness Week is to raise community awareness and the need to prepare for the possibility of an emergency; and

Whereas the safety of our community is the responsibility of each and every one of us, and we must prepare now and learn how to secure a strong and healthy tomorrow.

Now therefore, be it resolved that I, Carolyn Bolivar-Getson, Mayor of the Municipality of the District of Lunenburg, proclaim the week of May 7-13, 2023 as “Emergency Preparedness Week” in the Municipality of the District of Lunenburg, and encourage all citizens and businesses to be prepared and know your risk. This will help our community to become more aware of the importance of planning ahead and preparing for situations.

Emergency Preparedness WEEK

TOUCH-A-TRUCK FAIR



- BBQ
- Generator giveaway
- Family friendly activities
- Meet first responders
- Explore emergency vehicles
- FREE event!



SATURDAY MAY 13TH

Lunenburg County Lifestyle Centre (LCLC)
135 N Park St, Bridgewater

11:00 AM - 2:00 PM

JOIN THE LUNENBURG COUNTY REGIONAL EMERGENCY MANAGEMENT ORGANIZATION FOR EMERGENCY PREPAREDNESS WEEK FROM MAY 7 TO 13, 2023

Everyone has a role to play in an emergency. EP Week is an opportunity for you to take action to ensure you are prepared to protect yourself, your family, and your community during an emergency.

All week we will be sharing tools and tips to help you navigate an emergency, leading up to our Touch-A-Truck Fair on Saturday, May 13th from 11:00 AM to 2:00 PM – RAIN OR SHINE!

Council
Item: #11.1.1
Date: May 9, 2023
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Trudy Payne, Director of Recreation, Parks & Tourism
Date: May 9, 2023
Re: Appointments to the Sherbrooke Lake Stewardship Committee

Recommendation

That Municipal Council extend the term for Garth Bangay and Robin McAdam to serve on the Sherbrooke Lake Stewardship Committee until March 31, 2024, which aligns with the five-year commitment to conduct water quality monitoring on Sherbrooke Lake made by both the Municipality of the District of Lunenburg and the Municipality of the District of Chester.

Executive summary

The Terms of Reference appoints members on a three-year term. Garth Bangay's term was up March 1, 2023 and Robin McAdam's will be up on July 1, 2023. Both Garth and Robin have served on the committee since it was established in 2017. Garth currently serves as Chair and has been instrumental in recruiting volunteers with boats to go out for the water samples to send off to the lab. Both have extensive knowledge of the roles and responsibilities of committee members and understand the purpose of the committee. With only one year of the water quality program remaining and the final report being prepared in March by Coastal Action, staff are recommending that Council appoint both Garth and Robin on the Committee until March 31, 2024, when the water quality program will wrap up.

Budget implications

There are no budget implications.

Alternatives

The alternative is to advertise seeking applications from members of the public who live or own property in the Municipality of the District of Lunenburg and the Municipality of the District of Chester to serve on the Committee and appoint two members until March 31, 2024.

Conclusion

With both Garth and Robin having served on the committee since its inception and have dedicated many volunteer hours in ensuring the purpose and outcomes of this committee are met, it is staff's recommendation to extend their terms until March 31, 2024.

Report Preparation	
Department	Recreation
Report Prepared by	Trudy Payne, Director of Recreation, Parks & Tourism
Report Approved by	
Date Reviewed by C.A.O.	

Terms of Reference:
Sherbrooke Lake Stewardship Committee
Municipality of the District of Lunenburg

Approved: April 25, 2017

Introduction

In 2015, the Municipality of the District of Lunenburg (MODL) appointed a Sherbrooke Lake Access Advisory Committee (SLAAC) which consisted of ten community volunteer members from both MODL and the Municipality of the District of Chester (MODC). MODL made the commitment of providing public access to Sherbrooke Lake. The mandate of the committee was “to provide broad based community advice to the Municipality, provide options available for establishing public access to Sherbrooke Lake, and to engage the public using various methods to ensure community input throughout the process of determining public access to Sherbrooke Lake.”

In 2015, UPLAND Planning + Design was hired to conduct an extensive public consultation process which consisted of a survey (over 1,000 valid responses), three public open houses and a focus group. This public consultation report helped SLACC in assessing potential properties and making recommendations to MODL Council. The report was presented to the two Councils in June/July 2016. One of the recommendations was to establish a Sherbrooke Lake Stewardship Committee who would be responsible for a water quality monitoring program for the Lake.

The Municipality of the District of Lunenburg (MODL) has a vision in that Sherbrooke Lake remains a popular and desirable destination where people can enjoy recreational activities and feel safe with the quality of the water and the surrounding environment, as referenced in the Memorandum of Understanding (MOU) with the MODC and the SLAAC’s final report (www.modl.ca/sherbrooke).

Mandate/Purpose

1. The purpose of the Sherbrooke Lake Stewardship Committee, hereinafter referred to as the Committee, will be to develop a water quality monitoring program to establish a baseline to aid in the evidence based decisions concerning the development of the properties acquired by MODL for public use. This approach will aid in gathering essential data and research when making decisions beyond phase one (as outlined in the MOU) of the properties’ development. The water quality monitoring program will begin in 2017-2018 fiscal year which would provide a baseline. For clarity, the role of the Committee shall be strictly advisory in nature. The Committee is only responsible for the water quality monitoring program and will provide both MODL and MODC with any information it obtains. The Committee shall not participate in any management structure or decision making pertaining to the proposed park site (properties owned by MODL).

Composition

2. The Stewardship Committee is a volunteer committee of the MODL Council, and shall be composed of the following:

- One representative of the Bluenose Coastal Action Foundation, who will act as an ex-officio member
- At least one person with professional knowledge of the techniques of water quality monitoring in the fields of source water protection, ground water protection, waste water management, and storm drainage.
- Two residents and/or land owners in MODL
- Two residents and/or land owners in MODC

Members that serve on this Committee are ineligible to serve on the Sherbrooke Lake Park Advisory Committee.

All Committee appointments are subject to approval of MODL Council, and Council may change the composition or membership of the Committee at any time.

Term

3. One resident and/or land owner from MODL and MODC will serve one year and one resident and/or land owner from MODL and MODC will serve for two years. With each new appointment, a term will be for three years.

Absences

4. If a Committee members is absent for three (3) consecutive meetings without reasonable cause, the Committee can make a request to MODL Council to replace the absent member.

Structure

5. The Committee shall elect a Chair, Vice-Chair and Secretary annually. The term of appointment shall be for one year, renewable.
6. The Chair will be responsible for calling and chairing meetings, developing the meeting agenda and distributing it to all Committee members in advance of the meeting, ensuring the active participation of members and that decisions are made based on consensus. Where consensus cannot be reached, a decision will be made by simple majority. The Chair will serve as the spokesperson of the Committee. In the absence of the Chair, the Vice-Chair will assume the responsibilities of the Chair, or if neither the Chair or Vice-Chair are available an alternate may be appointed by the Committee.
7. The Secretary of the Committee will take minutes, distribute them to all Committee members and ensure they are posted on both MODL’s and MODC’s websites. Minutes will not be posted until approved by the Committee.
8. Quorum will be 50% + 1.

9. Sub-committees or working groups to address specific responsibilities outlined in the terms of reference may be established by the Committee. Sub-committees will report back to the Committee.
10. All members of the Committee shall serve in a volunteer capacity without remuneration from MODL or MODC, other than travel costs which will be based on an established per km rate by MODL.
11. The Committee shall meet as necessary, but no less than three times a year.
12. An orientation session will be held annually to review the Committee's purpose and duties.
13. When a member's term is up an ad will be posted seeking individuals to apply to serve on the Committee. Applications will be forwarded to the MODL Nominating Committee of Council, who will then make recommendations of appointments to MODL Council. All Committee member appointments will be made by MODL Council.
15. All meetings will follow the meeting procedures and rules of debate as per policy MDL-01 and the Government of Nova Scotia Conflict of Interest Policy shall be followed.

Duties/Responsibilities

16. To develop and implement a water quality monitoring program.
17. To identify the boundary of the area for monitoring, including, lakes, streams, wetlands and other water bodies associated with Sherbrooke Lake, that shall be monitored.
18. To work closely with Bluenose Coastal Action Foundation and their water quality monitoring program of the LaHave River; and with the residents who currently conduct water quality testing on Sherbrooke Lake.
19. To identify and assess risks to water quality associated with development in the affected area, including but not limited to:
 - construction activity, including construction equipment and
 - storage/disposal of construction materials;
 - watercourse and wetland alteration;
 - silvicultural operations;
 - vegetation removal;
 - soil erosion and siltation;
 - land level alteration;
 - pesticide use
 - recreation activity, including use of all-terrain vehicles
 - malfunctioning septic systems

And make recommendations to MODL and MODC.

20. To compile information about water quality monitoring and protection programs for MODL, MODC and their residents.
21. To determine an appropriate protocol for water quality monitoring, including periodic monitoring and an annual review.
22. To participate in locally available workshops about water quality monitoring.
23. To train volunteers in the practice of water quality monitoring.
24. From time to time, to request that individuals or groups make representations to the Committee on matters affecting the area.
25. Strive to obtain and become familiar with information and reports related to Sherbrooke Lake.
26. Participate in field tours and site visits as required.
27. Share resources, creativity, experiences and expertise.
28. Reflect community interests.
29. Locate and harness local human and other resources, where possible.
30. Engage in public education activities to educate residents and visitors about water stewardship and conservation, water quality, responsible boating, boating safety, healthy shoreline practices, and habitat restoration.
31. Coordinate with various levels of government in outreach activities and sharing of information.
32. To engage the technical services through Bluenose Coastal Action Foundation to assess the water samples of the Lake.
33. To produce an annual report outlining the water quality monitoring program; the results of the water testing and provide recommendations.
34. Look at best practices and make adaptations to water quality monitoring program.
35. The Chair of the Committee may be requested to provide updates to MODL and MODC Councils.

Administration

36. The Committee shall be supported by MODL staff and consulting resources when required. Staff at MODL will attend meetings as a resource to the Committee.
37. MODL shall provide administrative services such as map production, photocopying, seeking funding and posting minutes on the websites.

Funding

38. Any related expenses will be shared by MODL and MODC, to a maximum of \$7,000 annually from MODC unless otherwise agreed to by MODC.
39. The Committee must present a budget to MODL and MODC each year in February to enable MODL to budget for the upcoming fiscal year.

Reporting Structure and Annual Report

The Committee will prepare an annual report to MODL and MODC Councils reviewing its purpose, responsibilities and recommendations. The process will be led by the Chair of the Committee and may include a presentation to the Councils. The Committee may provide interim updates through the year if required.

Minutes and agendas are to be posted on MODL's and MODC's websites. Minutes will be posted once approved by the Committee.

Review

The Terms of Reference will be reviewed at least once every five years.