

## **Municipality of the District of Lunenburg Minutes of a Meeting of Municipal Council**

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, N.S.  
Tuesday, October 8, 2024– 9:00 a.m.

### **Attendance**

Mayor Carolyn Bolivar-Getson  
Deputy Mayor Wendy Oickle, District 3  
Councillor Leitha Haysom, District 1  
Councillor Martin Bell, District 2  
Councillor Pam Hubley, District 4  
Councillor Cathy Moore, District 5  
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  
Tina Robichaud-Bond, Acting Municipal Clerk  
Nadia Dahlbeck, 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**

Councillor Moore acknowledged a successful Tollermania 3 event, and noted that attendees came from all around the world.

Councillor DeLong recognized the Mahone Bay Fire Department's breakfast event and made note of the tour she was given of the station, and the new rescue vehicles.

Councillor Whynot acknowledged that this week was fire prevention and safety week and recognized all volunteer firefighters for their service.

Mayor Bolivar-Getson acknowledged the members of Baker Settlement & District Community Hall Association, who were in attendance.

### **3. Public Input**

Kathleen Bell, attended public input as a representative of Balsam (formerly known as Riverview Enhanced Living) explaining that Balsam was working on a proposal for a mixed use low income

housing development for the same lot of land as the proposed pickleball courts. She asked that Council allow them the opportunity to present their proposal prior to any decisions being made on the pickleball site.

Wade Carver, Middle Cornwall, attended public input to bring forth questions of Municipal Council expenses and the authorization process of costs.

#### **4. Approval of Agenda**

It was requested that the following item be added to the agenda:

- 14.4 Personnel Matters

**Moved by Councillor Statton, seconded by Councillor Moore that the agenda be approved as amended with the addition of an In Camera item, 14.4 Personnel Matter. Carried unanimously.**

#### **5. Approval of Minutes – September 10, 2024**

**Moved by Councillor Haysom, seconded by Councillor Veinotte that the Minutes of the September 10, 2024 Council meeting be approved as circulated. Carried.**

It was noted that Resolution 2024-182 in the Minutes of September 24, 2024 stated an incorrect amount of the fair market value of the Baker Settlement Community Hall property. The correct amount was \$104,300. The draft Minutes were revised to reflect this correction.

**Moved by Councillor Haysom, seconded by Councillor Hubley that Minutes of the September 24, 2024 Council meeting be amended to correctly reflect the amount of the fair market value of the Baker Settlement Community Hall, as stated in Resolution 2024-182 to \$104,300. Carried unanimously.**

**Moved by Councillor Hubley, seconded by Councillor Greek that the Minutes of September 24, 2024 be approved as amended. Carried.**

#### **6. Business Arising from Minutes- Nil**

#### **11. Staff Reports**

##### **11.1 Administration**

##### **11.1.1 Sale of Baker Settlement & District Community Hall**

Mayor Bolivar-Getson declared a conflict of interest and removed herself from the table. Deputy Mayor Oickle continued as meeting Chair.

**2024-183 Moved by Councillor Hubley, seconded by Councillor Greek that Municipal Council approve the sale of PID 60324258 to the Baker Settlement and District Community Hall Association for \$1.00, and direct the Mayor and Clerk to execute the Warranty Deed conveying the property. Carried unanimously.**

Mayor Bolivar-Getson returned to the table and resumed the Chair.

## **7. Awarding of Tenders/RFPs**

### **7.1 Award of MJSB RFP 2024-003 Curbside Collection Services**

Gabe Welsh, Director of Waste Management Shared Services MJSB, was in attendance and presented a report, titled “MJSB RFP 2024-003 Curbside Collection Services” (circulated with the agenda) providing details on the submissions received, and recommending GE Environmental as the successful proponent.

Discussions followed on the following:

- Increase of hourly fee for storm debris collection.
- Affect on sustainability plan by not moving forward with GE’s sustainability option.
- Rationale for not moving forward with Miller Waste.

**2024-184 Moved by Councillor Hubley, seconded by Councillor Whynot that Municipal Council award RFP 2024-003 Curbside Collection Services to GE’s All Trucking Limited (GE Environmental), for a total amount of \$1,514,403.40, plus HST, during year one, with an annual rate increase of 2.89% and updated dwelling counts, over a seven-year term.**

It was clarified that sustainable options were included in the planning process for both bidders. Concerns were raised as certain items from both contenders were not feasible. It was advised that sustainable practices are a focus of all strategic planning and would continue to be reviewed throughout the contract.

It was further clarified that all units with MJSB must agree with the recommendation to move forward with acceptance of the contract.

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

### **7.2 Award of RFP 2024-05-402 Supply and Installation of Wastewater Pump Station Generators**

Larry Feener, Municipal Engineer-Wastewater & Infrastructure Projects, reviewed the report “Request for Proposal (RFP) 2024-05-402 Supply and Installation of Wastewater Pump Station Generators” (circulated with the agenda) providing details on the lack of submissions received in response to the July 2024 RFP for wastewater pump generators and explained two possible options for procuring the equipment.

- Alternative Procurement
- Standing Offer through Canoe Procurement

It was noted that the benefit of having added portable generator units was the ability to move from station to station, and that there were 10 sites throughout the Municipality that would benefit from the portable generator.

**2024-185 Moved by Councillor Statton, seconded by Councillor Hubley that Municipal Council authorize staff to close RFP 2024-05-402 Supply and Installation of Wastewater Pump Station Generators as no proposals were received by the closing date and time. Carried unanimously.**

**2024-186 Moved by Councillor Statton, seconded by Councillor DeLong that Municipal Council authorize staff to use Alternative Procurement as outlined in the Purchasing and Tendering Policy, Section 19.1.4, to engage L & B Electric Ltd. to complete the scope of work as outlined in RFP 2024-05-402 for the amount of \$191,559.62 including a 10% contingency and net HST for both the Nathan Cirillo Pump Station and Portable Generator Units. Carried unanimously.**

### **7.3 Tender #2024-05-002 Caustic Soda System and New Building Addition**

Mr. Feener reviewed the report, “Conquerall Bank Sewage Treatment Plant Caustic Soda System and New Building Addition Tender #2024-05-002” (circulated with the agenda), explaining that the two submissions received exceeded the 2024-2025 capital budget and requesting that the tender be cancelled and that staff explore alternative options.

**2024-187 Moved by Councillor Bell, seconded by Councillor Moore that Municipal Council authorize staff to cancel Tender #2024-05-002 Caustic Soda System and New Building Addition due to the bids exceeding the approved 2024/25 capital budget.**

Discussion followed on the following:

- Potential costs of staff to run equipment
- Temporary solution of current system
- Budget costs versus actual costs

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

### **7.4 Award of Tender #2024-05-001 Cookville WWTP Upgrades- Phase 3**

Mr. Feener reviewed the report, “Cookville Wastewater Treatment Plant Upgrades – Phase 3 Tender #2024-05-001” (circulated with the agenda) providing details on the submissions received for the required upgrades to the third phase of the Cookville Wastewater Treatment Plant and recommending Pomerleau Inc. as the successful proponent.

Mr. Feener explained that the Municipality retains a 10% holdback on monthly progress until after substantial completion. He further explained that should a subcontractor have difficulties getting paid, the **Mechanics Lien Act** would be a legal avenue to ensure payment. He noted that there was a requirement for general contractor to submit a statutory declaration confirming progress and final payments to suppliers and subcontractors.

Mr. Feener clarified that the additional engineering costs were due to the increased construction time.

**2024-188 Moved by Councillor Whynot seconded by Councillor Bell that Municipal Council authorize staff to award Tender #2024-05-001 Cookville WWTP Upgrades – Phase 3 to the lowest tendered submission by Pomerleau Inc. for a total price of \$22,752,128.92, including net HST and 5% contingency.**

It was noted that over \$12,000,000 of the cost for the proposed upgrades had been secured through several funding resources and that there could be further infrastructure funds available through the Service Exchange. It was also noted that these upgrades would support development and housing within the Cookville area.

**The motion on the floor was voted on carried unanimously.**

**2024-189 Moved by Councillor Greek, seconded by Councillor Veinotte that Municipal Council authorize staff to award additional engineering consulting fees to exp Services Inc. in the amount of \$720,892.00 including net HST and 15% contingency. Carried unanimously.**

Council recessed at 10:11 a.m. and resumed at 10:20 a.m.

## **8. Presentations/Scheduled Times**

### **8.1 Pickleball Park**

Jared Uhlman, President, South Shore Pickleball Club, gave a presentation on “MODL Pickleball Park” (circulated with the agenda) providing details on the following:

- Proposed Site
- Centralized Location
- Clearing not Required
- Natural Tree Cover
- Acreage
- Aesthetic Appeal
- Nearby Recreation
- Proposal

Mr. Uhlman noted that the Club could be self-sufficient with funds received from membership fees.

It was clarified that, as per Council’s earlier suggestion, the Club’s ask was for the use of the land, not the purchase of the land.

Mr. Uhlman left the meeting.

## **9. Consideration of Correspondence – Nil**

**10. Recommendations from Committees & Boards**

**10.1. Dangerous & Unsightly Property Committee**

**10.1.1 Unsightly Premise re 7 Silvers Cove Road, Union Square**

Jeff Merrill, Director of Planning & Development Services, reviewed the report “Unsightly Premise – Maxine Smith Property – 7 Silvers Cove Road, Union Square, NS PID 60532645 AAN 00197823 LU-DU2024-003” (circulated with the agenda) providing details on the investigation of the unsightly property.

It was clarified that the Order was solely for property clean up, and that the home itself was not deemed for demolition.

**2024-190 Moved by Councillor Greek, seconded by Councillor Moore that Municipal Council approve the lowest bid from Dwight’s Mobile Welding for the cleanup of the property located at 7 Silvers Cove Road, Union Square, PID 60532645; that is \$1897.50 including HST. Carried unanimously.**

**10.1.2 Unsightly Premise re 344 Baker Rd, Mt Pleasant**

Mr. Merrill reviewed the report, “344 Baker Rd, Mt Pleasant NS PID 60344116 AAN 04355288 LU-US2023-004” (circulated with the agenda) providing details on the investigations of the unsightly property.

**2024-191 Moved by Councillor Bell, seconded by Councillor DeLong that Municipal Council approve the lowest bid from Asbestos Abatement for the cleanup at the property located at 344 Baker Rd, Mt Pleasant, PID 60344116; that is \$11,500 including HST. Carried unanimously.**

**10.1.3 Unsightly Premise re 5494 HWY 331, Petite Riviere**

Mr. Merrill reviewed the report, “5494 HWY 331, Petite Riviere, LOT 8-C-D PID 60358892 AAN 03339068 LU-US2022-001” (circulated with agenda) ) providing details on the unsightly property.

It was noted the debris for cleanup was a fire hazard and should be cleaned up in a timely manner before weather became an obstacle.

**2024-192 Moved by Councillor Haysom, seconded by Veinotte that Municipal Council approve the lowest bid from Dwight’s Mobile Welding for the removal of the demolition debris at the property located at 5494 Hwy 331, Petite Riviere, Lot 8-C-D, PID 60358892; that is \$3700 plus HST. Carried unanimously.**

## **10.2 Heritage Advisory Committee**

### **10.2.1 Application to Alter a Municipal Heritage Property re Christ Church, Northfield Road**

A report from Anna Giblin, Planner I/ Heritage Planner, “Application to Alter a Municipal Heritage Property – Christ Church at 455 Northfield Road, Maitland, NS” was circulated with the agenda.

Jeff Merrill, Director of Planning and Development Services, and Anna Giblin, Planner I/ Heritage Planner, were in attendance.

Ms. Giblin gave a presentation on the “Proposed Alteration to a Municipal Heritage Property Christ Church, Maitland” (attached to Minutes) providing details on the request to alter the shade of shingles on the registered heritage property.

**2024-193 Moved by Councillor Statton, seconded by Councillor Greek that that Municipal Council approve the proposed alteration to the municipal heritage property of Christ Church, located at 455 Northfield Road, Maitland, by permitting the change in colour of the asphalt roof shingles on the structure. Carried unanimously.**

## **11. Staff Reports**

### **11.2 Recreation, Parks and Tourism**

#### **11.2.2 Designated Community Fund Lunenburg Yacht Club**

A report from Trudy Payne, Director of Recreation, Parks & Tourism, titled “Designated Community Fund Project Lunenburg Yacht Club” providing details of the Fund was circulated with the agenda.

**2024-194 Moved by Councillor DeLong, seconded by Councillor Whynot that Municipal Council grant the Lunenburg Yacht Club \$8,985 as per the criteria outlined in MODL Policy-048 Designated Community Project Fund. Carried unanimously.**

#### **11.2.1 Sawpit Wharf Final Concept Plan Report**

Matthew Mills, Landscape Architect and Planner, Mills and Wright Firm, was in attendance and presented a Final Concept Report of Sawpit Wharf Park Community Plan (circulated with agenda). Mr. Mills presented on the following:

- Project Timeline
- Guiding Principles
- Overview of the Draft Concept Plans
- Overall Concept Plan after receiving Municipal Council’s feedback
- Overall Concept Plan of Waterfront Items
- Implementation/Financial investment

Trudy Payne, Director of Recreation, Parks & Tourism, advised that the Accessibility Advisory Committee were presented with the Final Concept Report and were supportive of the accessible initiatives within the Report.

**2024-195 Moved by Councillor Veinotte, seconded by Councillor Haysom that Municipal Council that Municipal Council accept the Sawpit Wharf Park Community Plan Final Concept Report dated October 2024, as presented. Carried unanimously.**

## **12. Mayor's/Deputy Mayor's/Councillors' Matters**

### **12.1 MJSB Update**

Deputy Mayor Oickle provided an update on the following matters of the Municipal Joint Services Board:

- IT Workplan - Support to LCLC and Bridgewater Police
- Councillor IT Onboarding
- Privacy Concerns: MJSB Mobile Device Management (MDM) Software
- 99pt5 Biotreaters
- Flexible Work Week
- MJSB Asset Management
- Repeal of Policy MJSB 09 Laundering

### **12.2 Region 6 Update**

Councillor DeLong provided an update on the following matters of Region 6:

- Review and audit of Financial Statements
- Training on EPR program
- Reviews of Staff Evaluation
- Invasive Species Initiatives

### **12.3 Deputy Mayor's Update**

Deputy Mayor Oickle advised that she attended all required meetings and agenda briefings.

### **12.4 Mayor's Update**

Mayor Bolivar-Getson advised that she attended the Closing Ball Tournament; the Ark's 60<sup>th</sup> Anniversary Floating Lantern event; the Lumberjack Home Opener game; the Female Fire Fighter Networking Day; the Truth and Reconciliation Day Event; a Retirement Celebration; and Pentz School election discussion.

## **13. Added Items**

Item 14.4 Personnel Matter was added to the agenda. This matter was added to the In Camera portion of the agenda and discussed In Camera.

**14. In Camera**

**At 12:01p.m, it was moved by Councillor Whynot, seconded by Councillor Haysom that Municipal Council go In Camera to discuss the following items:**

- 14.1 Contract Negotiations under Section 22(2)(e) of the MGA**
- 14.2 Land Negotiations under Section 22(2)(a) of the MGA**
- 14.3 Contract Negotiations under Section 22(2)(e) of the MGA**
- 14.4 Added Item - Personnel Matters under Section 22(2) (c) of the MGA**

**Carried.**

Municipal Council In Camera in session.

**At 1:19p.m., it was moved by Councillor Moore, seconded by Councillor Veinotte that Municipal Council come out of In Camera and return to open session. Carried.**

Municipal Council in session.

**14.3 CBCL Design Work**

**2024-196 Moved by Councillor DeLong, seconded by Councillor Whynot that Municipal Council approve the proposal from CBCL to assess the feasibility of the Mahone Bay water and wastewater system servicing a proposed 250-unit development on Freeman Veinot Road, in the amount of \$36,000 + HST, to be paid from the Operating Reserves. Carried unanimously.**

**15. Adjournment**

There being no further business, the meeting adjourned at 1:20 p.m.

# Proposed Alteration to a Municipal Heritage Property

## Christ Church, Maitland

Anna Giblin, Planner I / Heritage Planner

October 8, 2024



## Background

- Staff received a request for an exterior alteration to Christ Church located at 455 Northfield Road, Maitland.
- The alteration request is to replace one side of the church's roof with grey-black asphalt shingles.
- The existing roof has green asphalt-shingles.
- **Justification:**
  1. the roof requires replacement
  2. the existing shingle colour cannot be sourced
- The work has already been completed
- **Substantial Alteration**





**Before**



**After**



## Motion

**That the Heritage Advisory Committee recommends to Council to approve the proposed alteration to the municipal heritage property of Christ Church, located at 455 Northfield Road, Maitland, by permitting the change in colour of asphalt roof shingles on the structure.**

