

# **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, November 26, 2024 – 9:00 a.m.

### **Attendance**

Mayor Elspeth McLean-Wile

Deputy Mayor Chasidy Veinotte, District 10

Councillor Morgen Reinhardt, District 1

Councillor Martin Bell, District 2

Councillor Wendy Oickle, District 3

Councillor Pam Hubley, District 4

Councillor Cathy Moore, District 5

Councillor Alison Smith, District 6

Councillor Edgar Burns, District 7

Councillor Kacy DeLong, District 8

Councillor Ben Brooks, District 9

### **Staff**

Tom MacEwan, Chief Administrative Officer

Alex Dumaresq, Deputy CAO

April Whynot-Lohnes, Municipal Clerk

Tina Robichaud-Bond, Executive Assistant

## **1. Call to Order**

Mayor McLean-Wile 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 Bell advised that November 26, 2024 was “Dumping Day” for lobster fishers in Nova Scotia. Deputy Mayor Veinotte wished all a safe and prosperous season.

Councillor Smith acknowledged the Little Books Collective authors for their contribution to arts and culture on the South Shore and congratulated them on a successful book launch.

Councillor DeLong recognized Wanda Baxter and Lea Boudreau for the launch of the book, “She is Hope for Wildlife”.

### **2.2 Volunteer Firefighter 50 Year Awards**

Mayor McLean-Wile recognized the following volunteer firefighters for 50 years of volunteer service to their communities:

- Aubrey McCarthy      Hebbs Cross Fire Department

- Walter Joudrey      Northfield & District Fire Department
- Charles Horstman      Bridgewater Fire Department

## **2.1 Proclamation – Municipal Awareness Week**

Mayor McLean-Wile proclaimed November 25 to December 1, 2024 as Municipal Awareness Week in the Municipality of the District of Lunenburg in recognition of the role of municipal government.

## **3. Public Input**

Mayor McLean-Wile reported that a change was made to the public input process going forward and noted the following:

- Chair would be able to respond to comments made by speakers;
- Staff would begin a process of following up with speakers who provide their contact details;
- A summary of information/responses would be added to “Business Arising from Minutes” section of the agenda.

Mayor McLean-Wile further advised that the Municipality had a public engagement website and urged the public to visit [www.engage.modl.ca](http://www.engage.modl.ca) or reach out to their district councillor.

There were no public members in the gallery who wished to address Council.

## **4. Approval of Agenda**

**Moved by Councillor Hubley, seconded by Deputy Mayor Veinotte that the Agenda be approved as circulated. Carried unanimously.**

## **5. Approval of Minutes – October 8, 2024 Public Hearing; October 8, 2024 Council; November 12, 2024 Special Council**

**Moved by Councillor Moore, seconded by Councillor Oickle that the Minutes of the October 8, 2024 Public Hearing be approved as circulated. Carried unanimously.**

**Moved by Councillor DeLong, seconded by Councillor Hubley that the Minutes of the October 8, 2024 Council meeting be approved as circulated. Carried unanimously.**

**Moved by Deputy Mayor Veinotte, seconded by Councillor Burns that the Minutes of the November 12, 2024 Special Council meeting be approved as circulated. Carried unanimously.**

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

**7. Awarding of Tenders/RFPs**

**7.1 RFP 2024-05-403 Conquerall Bank Wastewater Collection System – Inflow**

Larry Feener, Senior Municipal Engineer, and Tyler Richardson, Municipal Engineer, were in attendance.

Mr. Richardson reviewed the report, “Award of RFP 2024-05-403 Conquerall Bank Wastewater Collection System – Inflow and Infiltration Repair” (circulated with the agenda).

It was clarified that the additional \$2000 of the overbudgeted amount of \$52,000 to complete the work would be paid from the wastewater reserve account.

**2024-199 Moved by Councillor DeLong, seconded by Councillor Burns that Municipal Council authorize staff to close RFP 2024-05-403 Conquerall Bank Wastewater Collection System – Inflow and Infiltration Repair due to receiving no proposals. Carried unanimously.**

**2024-200 Moved by Councillor Bell, seconded by Councillor Reinhardt that Municipal Council approve the use of Alternative Procurement Practices as outlined in Policy 033 Purchasing and Tendering, section 19.1.4, to engage Eastern Trenchless Ltd. to complete the work outlined in RFP 2024-05-403 Conquerall Bank Wastewater Collection System -Inflow and Infiltration Repair in the amount of \$52,000 plus net HST. Carried unanimously.**

Mr. Feener and Mr. Richardson left the meeting.

**9. Consideration of Correspondence - Nil**

**10. Recommendations from Committees & Boards**

**10.1. Policy & Strategy Committee**

**10.1.1 Repeal & Replace Policy MDL-037 Respecting a Code of Conduct**

**10.1.2 Mandatory Code of Conduct Training for Elected Officials**

**10.1.3 Amendments to Policy 004 Non-Council Appointments and Honorariums**

Recommendations from the Policy & Strategy Committee were circulated with the agenda.

Mr. Dumaresq provided a summary of the provincial requirement to adopt the new Code of Conduct for Elected Officials.

**2024-201 Moved by Councillor Hubley, seconded by Councillor Oickle that Municipal Council accept the recommendation of the Policy & Strategy Committee and repeal Policy 037 Respecting a Code of Conduct and replace it with the new Policy 037 Code of Conduct for Elected Officials, as presented.**

It was explained that the revised model of the code of conduct applied only to elected officials and that the staff code of conduct was an operational procedure with the same behaviour requirements but was approved by the CAO, not Council.

**The motion on the floor was voted on and carried. Opposed: Councillor Brooks**

**2024-202 Moved by Councillor Oickle, seconded by Councillor Burns that Municipal Council accept the recommendation of the Policy & Strategy Committee for Councillors to complete mandatory training on the Code of Conduct within 30 days of the Province providing the training, notwithstanding Section 21(1) of Policy 037 Code of Conduct for Elected Officials. Carried. Opposed: Councillor Brooks**

**2024-203 Moved by Councillor Moore, seconded by Councillor Hubley that Municipal Council accept the recommendation of the Policy & Strategy Committee and approve the amendments to Policy 004 Non-Council Appointments and Honorariums, as presented, to include that Committee Members are subject to the same code of conduct as Council members. Carried. Opposed: Councillor Brooks**

#### **10.1.4 Approval of Tax Relief for Damaged Property AAN 04635191**

A recommendation from the Policy & Strategy Committee was circulated with the agenda.

Elana Wentzell, Director of Finance, explained that the tax relief amounts for the three properties listed on the agenda and discussed in these Minutes were over \$500 and required Council's approval.

**2024-204 Moved by Councillor Oickle, seconded by Councillor Brooks that Municipal Council accept the recommendation of the Policy & Strategy Committee and approve tax relief in the amount of \$734.21 for the property located at 88 Lakeview Haven Drive, Hebbville, AAN 04635191, as per Policy 012 Tax Exemption/Reduction Policy. Carried unanimously.**

#### **10.1.5 Approval of Tax Relief for Damaged Property AAN 03339793**

A recommendation from the Policy & Strategy Committee was circulated with the agenda.

**2024-205 Moved by Councillor Moore, seconded by Councillor Smith that Municipal Council accept the recommendation of the Policy & Strategy Committee and approve tax relief in the amount of \$786.11 for the property located at 25 Barss Corner Road, New Germany, AAN 03339793, as per Policy 012 Tax Exemption/Reduction Policy. Carried unanimously.**

#### **10.1.6 Property Tax Sales**

Ms. Wentzell reviewed the recommendation from the Policy & Strategy Committee, circulated with the agenda.

**2024-206 Moved by Councillor Brooks, seconded by Councillor Hubley that Municipal Council accept the recommendation of the Policy & Strategy Committee and authorize the Treasurer to proceed with a tender call for the March 3, 2025 Tax Sale; and further, that all future tax sales be conducted using a tender call process.**

Ms. Wentzell advised that the **Municipal Government Act** allows municipalities to bid on properties that are of municipal interest and explained the process.

It was clarified that the properties on the tax sale were public regardless of the system used for the tax sale, and that moving to a tender call system would not have any more privacy implications than the auction system.

**The Motion on the floor was voted on and carried. Opposed: Councillor Burns**

#### **10.1.7 Housing Market Data Study**

A recommendation from the Policy & Strategy Committee was circulated with the agenda.

Reid Sheppard, Deputy Director of Planning & Development Services, gave a summary of the process involved in obtaining additional housing information.

**2024-207 Moved by Deputy Mayor Veinotte, seconded by Councillor Moore that Municipal Council accept the recommendation of the Policy & Strategy Committee and direct staff to prepare a request for proposal for a study to provide updated housing market information and address known data gaps that will support affordable housing initiatives within the region; and further, that Council send a formal request to neighbouring municipalities within Lunenburg County to participate in the study .**

It was clarified that the study would look at full-time rental markets and was not targeting short-term rentals, and that the study must look at all the areas in Lunenburg County regardless of the participation of other units to obtain accurate data.

Mr. Sheppard advised that the primary way of gathering this data would be through surveys and reaching out to landlords.

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

#### **10.1.8 FCM Sustainable Communities Conference, Councillor Attendance**

A recommendation from the Policy & Strategy Committee was circulated with the agenda.

**2024-208 Moved by Councillor Brooks, seconded by Councillor Hubley that Municipal Council accept the recommendation of the Policy & Strategy Committee and authorize the attendance of Councillors Oickle and DeLong at the FCM Sustainable Communities Conference in Fredericton, New Brunswick on February 10-13, 2025. Carried unanimously.**

## **10.2 Nominating Committee**

### **10.2.1 Appointments to Committees & Boards**

A recommendation from the Nominating Committee was circulated with the agenda.

**2024-209 Moved by Councillor Oickle, seconded by Councillor Moore that Municipal Council accept the recommendation of the Nominating Committee and approve the appointments to Committees and Boards for the period of November 2024 to November 2025, as presented. Carried unanimously.**

Council recessed at 10:10 a.m. and resumed at 10:23 a.m.

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

### **8.1 South Shore Hospice Palliative Care Society**

Trudy Johnson, Chairperson, and Marlene Wheatly Downe, Vice Chairperson, with the South Shore Hospice Palliative Care Society were in attendance to give a presentation on the Society's services and programs (circulated with the agenda), providing details in the following:

- What is palliative care
- Professional palliative care services
- Palliative Care Compared to Hospice Care
- 2023 Palliative Care Statistics
- SSHPCS Programs
- Dedicated Beds at Fisherman's Memorial Hospital
- Future initiatives

Ms. Wheatly Downe advised that the Society's ask of Council was to receive support for their advocacy work and to collaborate with the other units in the County for ways of doing so.

It was noted that there are free-standing hospices throughout the province with Halifax and Kentville being the closest ones.

Ms. Johnson and Ms. Wheatly Downe left the meeting.

## **11. Staff Reports**

### **11.1 Administration**

#### **11.1.1 Funding for Foodbanks and Shelters**

Alex Dumaresq, Deputy CAO, reviewed the report, "Funding for Foodbanks and Shelters" (circulated with the agenda).

It was noted that Souls Harbour was not providing the same services as in previous years and was not included in this year's funding.

**2024-210 Moved by Councillor Bell, seconded by Councillor Moore that Municipal Council approve matching funds for the Wellness Committee food drive up to a maximum of \$1000 to each of the four foodbanks serving the Municipality; that is, the Bridgewater Food Bank, the Town of Lunenburg Food Bank, the Town of Mahone Bay Food Bank, and the New Germany Food Bank; and further, that Council approve funding in the amount of \$6000 for the overnight shelter operated by the South Shore Open Doors Association. Carried unanimously.**

## **11.2 Planning & Development Services**

### **11.2.1 Appointment of Development Officers**

Jeff Merrill, Director of Planning and Development Services, reviewed the report, "Appointment of Development Officers" (circulated with the agenda).

**2024-211 Moved by Councillor Moore, seconded by Councillor Hubley that Municipal Council appoint the following staff as Development Officers for the Municipality of the District of Lunenburg:**

- **Anna Giblin**
- **Jacob Macpherson**
- **Carin Mahon.**

It was clarified that the appointing three new Development Officers would provide the Planning Department with backup for vacation and other leave, and that the development officer duties would comprise only a portion of their roles as Planners.

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

## **11.3 Recreation, Parks & Tourism**

### **11.3.1 Designated Community Fund – Friends of Cherry Hill Old Community Cemetery**

Ruth Wawin, Tourism & Event Development Officer, reviewed the report, "Designated Community Fund Project Friends of Cherry Hill Old Community Cemetery" and Policy MDL-48 Designated Community Project Fund, (circulated with the agenda).

**2024-212 Moved by Councillor Reinhardt, seconded by Councillor DeLong that Municipal Council grant the Friends of the Cherry Hill Old Community Cemetery \$1,190, as per the criteria outlined in the Designated Community Project Fund MDL-48.**

Clarification was provided on the criteria for applying under the policy.

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

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

**12.1 MJSB**

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

- Second Quarter Financial Report
- Renewal of landfill contract

**12.3 Deputy Mayor's Update**

Deputy Mayor Veinotte advised that she attended agenda briefings; chaired her first Policy & Strategy meeting; and a meeting with the Mayor.

**12.4 Mayor's Update**

Mayor McLean-Wile advised of that since being elected she met with councillors individually; met with department directors; attended various orientation sessions and councillor training; and annual fire department banquets.

**13. Added Items – Nil**

**14. In Camera - Nil**

**15. Adjournment**

There being no further business, the meeting adjourned at 11:31 a.m.