

MUNICIPALITY OF THE DISTRICT OF LUNENBURG  
Minutes of a **SPECIAL MEETING** of  
MUNICIPAL COUNCIL

Held in the Council Chamber, 210 Aberdeen Road, Bridgewater, N. S.  
Thursday, December 18, 2008 - 9:00 a.m.

**ATTENDANCE**

Mayor Don Downe  
Deputy Mayor Donald Zwicker - District 2  
Councillor Basil Oickle - District 1 (arrived 9:18 a.m.)  
Councillor Frank Fawson - District 3  
Councillor Milton Countway - District 4  
Councillor Sandra Statton - District 5 (arrived at 9:25 a.m.)  
Councillor Wade Carver - District 6  
Councillor Cathy Moore - District 7  
Councillor John Veinot - District 8  
Councillor Arthur Young - District 9  
Councillor Lee Nauss - District 10  
Councillor Martin Bell - District 11  
Councillor Eric Hustvedt - District 12

Staff: Tammy S. Wilson, Chief Administrative Officer  
April Whynot-Lohnes, Municipal Clerk  
Heather Whynott, Administrative Assistant

**1. CALL TO ORDER**

Mayor Downe called the meeting to order at 9:00 a.m.

**2. PUBLIC INPUT** - There was no public audience.

**3. AGENDA** - Today' s Agenda consisted of the items remaining on the December 9, 2008 agenda that did not get dealt with on December 9<sup>th</sup>. Mayor Downe asked if there were any requests for additions to the Agenda.

The following additions were requested:

- Health Care matter (J. Veinot)
- Letter of Support to Immigration (D. Downe)
- Motion to rescind Dec 9/08 motion re FCM Conferences' attendance (D. Zwicker)

**Moved by Deputy Mayor Zwicker, seconded by Councillor Moore that the Agenda be approved with the requested additions. Carried.**

**5. BUSINESS ARISING FROM MINUTES**

**5.1 - Amendments to District 3 SPS and LUB - Date for Public Hearing**

Ms. Wilson noted that at last week' s meeting Council conducted First Reading of two

amendments to the District 3 Secondary Planning Strategy and Land Use By-law. No date was set for a Public Hearing. A Public Information Session was already held to consider the original three proposed amendments; and as two of those original amendments are the ones still being considered, she suggested that another Public Information Session is not necessary. However, a date needs to be set for a Public Hearing.

**Moved by Deputy Mayor Zwicker, seconded by Councillor Hustvedt that a Public Hearing be held during the Council meeting on January 13, 2009 at 11:00 a.m. to deal with the proposed amendments to the District 3 Secondary Planning Strategy and Land Use By-law as they relate to a name change and the new wetlands' mapping. Carried.**

## **11. STAFF MATTERS**

### **11.1 CHIEF ADMINISTRATIVE OFFICER' S MATTERS**

#### **11.1.4 - Appointment to Review Committee - Legal Services RFP**

Council was informed that the Municipality' s Legal Services Contract with Power, Dempsey, Leefe and Reddy expires March 31, 2009. In accordance with the Municipality' s Purchasing Policy, for services over \$50,000, a Review Committee is to be established to evaluate responses to an Expression of Interest and detailed proposals responding to a subsequent Request for Proposals. According to the Purchasing Policy, one Council member is to be appointed to the Review Committee by Council.

**Moved by Councillor Nauss, seconded by Councillor Young that the Mayor be Council' s representative on the Review Committee to evaluate responses to the Legal Services RFP. Carried.**

#### **11.1.7 - Procedure for distributing Insurance Grants to Fire Departments**

Circulated with the Agenda was a report from April Whynot-Lohnes, Municipal Clerk, which contained a proposed procedure for the distribution of Insurance Grant monies to Fire Departments.

**Moved by Councillor Countway, seconded by Councillor Bell that Municipal Council approves the procedure for distributing Insurance Grant monies to Fire Departments as outlined in the report provided with the agenda. Carried.**

#### **11.1.8 - Reallocation of Resources - To source funding for MODL Projects**

In attendance was Carroll Randall, Recreation Coordinator.

Ms. Wilson reviewed the information in her report dated December 2, 2008 which was circulated with the agenda regarding the reallocation of resources to source funding for Municipality of the District of Lunenburg (MODL) projects. She recommends that Council

authorize the reallocation of staff resources in the Municipal Recreation Department to enable a four-month trial period for a 50% staff resource to source funding for MODL projects from various sources; and at the end of the trial period, the success of this initiative be evaluated to determine the effectiveness of such a position to source funding revenue.

Mr. Randall reported that it' s being looked at as a team approach. The Open Space and Trails Coordinator, Laura Barkhouse, will do the lion' s share of grant write-ups. While she does that, other Recreation employees will assist with her usual work. It will affect our delivery system. However, in January and February the trail groups slow down a bit, so they are not meeting as much. He stated that he and Janice Rand and Sherrie Wessell are prepared to do this for the next three months. He reported that there are a couple of Recreation grants that we' re eligible for.

Councillors were of the opinion that if there is money out there, then we should be applying for it. It was questioned if four months is sufficient time for a trial basis.

Ms. Wilson said after the four-month trial period we will have to re-evaluate it to see if it' s successful. If it is, then Council may want to look at something more permanent.

Mr. Randall pointed out that the window of opportunity is now for many of the provincial grants. Most deadlines are February 1<sup>st</sup> for provincial grants. The trial period should give a good picture as far as time lines and how management can work with it. Grant applications are time consuming. The reason for the four months is that we think at the end of that time we can give a recommendation on whether we should do it or not.

**Moved by Councillor Statton, seconded by Councillor Fawson that Municipal Council authorizes the reallocation of staff resources in the Municipal Recreation Department (Laura Barkhouse) to enable a four-month trial period for a 50% staff resource to source funding for MODL projects from various sources.  
Carried.**

Mr. Randall left the meeting.

## 11.2 ENGINEER' S MATTERS

### 11.2.1 - Appointment to Review Committee - RFP re Cookville WWTP Study

Circulated with the agenda was a memo from Matt Davidson, Assistant Municipal Engineer, informing Council that the Cookville Wastewater Treatment Plant Odour Control System Study has been completed by CBCL Ltd., as per the terms of the Request for Proposals #2008-05-400. In accordance with the Municipality' s Purchasing Policy, a member of Council needs to be appointed to the RFP Review Committee.

Councillor Statton said she would be willing to sit on the Review Committee.

**Moved by Councillor Statton, seconded by Councillor Nauss that**

**Councillor Statton be appointed as Council' s representative to serve on the Review Committee for the Cookville Wastewater Treatment Plant Design RFP. Carried.**

### 11.3 PLANNER' S MATTERS

#### 11.3.1 - Realco Management Ltd. - Acceptance of Municipal Public Highway

In attendance were Ed Curran, Director of Planning and Development Services; Norma Schiefer, Development Officer; and Matt Davidson, Assistant Municipal Engineer.

Ms. Schiefer reviewed the information in her memo which was circulated with the agenda and informed Council that, on July 12, 2007, she received a final plan of subdivision for Realco Management Limited at Garden Lots. Everything is now in order for Council to accept the deeds for the Municipal Public Highway, Lots 32 and 32A, and the form of security (warranty bond).

Ms. Wilson pointed out that once the road is accepted it becomes a municipal public highway and it would be included for road maintenance and snow plowing.

Councillor Nauss asked about the length of the road. He was told it is 1.6 kms.

**Moved by Councillor Oickle, seconded by Councillor Bell that Council accepts the deed(s) for the Municipal Public Highway Lot 32 (6.731 acres) and Lot 32A (14,931 square feet), subject to the Municipal Solicitor providing confirmation that the above-mentioned lot(s) have clear marketable title, and that Council accepts the Irrevocable Letter of Credit No. BMT0237403OS, in the amount of \$27,912.36, as the warranty as per Section 10.3 of the Subdivision By-law. Carried.**

Ms. Schiefer and Mr. Davidson left the meeting.

### 11.4 ICSP COORDINATOR' S MATTERS

#### 11.4.1 - Application of Intent to Submit an FCM Application (Phase 1)

Mr. Curran reviewed the information in the report to Council submitted by Doug Reid, ICSP Coordinator, which explains how many funding programs of other levels of government have an extensive proposal development process. In particular, the Federation of Canadian Municipalities (FCM) Green Municipal Fund ICSP-related program is a two-step process. The first phase involves establishing intent to apply (estimate one month process), followed by their review of a more detailed application (estimate five to seven months). Mr. Curran said there are substantial funds to be acquired, but he needs to get some sense as to how far staff should actually go.

Ms. Wilson said staff is looking for Council' s support for staff to source funding. This one in particular is in respect to the Integrated Community Sustainability Plan.

**Moved by Councillor Bell, seconded by Deputy Mayor Zwicker that Council directs Municipal Staff to pursue application through various identified funding program streams, such as the Federation of Canadian Municipalities' Green Municipal Funding Program, to support anticipated ICSP functions in 2009/2010, and that final agreement to any such applications will be conditional upon budget discussions and decisions made by Municipal Council at a later date. Carried.**

Mr. Curran left the meeting.

### **13. ADDED BUSINESS**

#### **13.1 - Health Care matter (J. Veinot)**

Councillor Veinot brought up the matter of the shortage of health care workers, which is something we keep hearing in the news. He questions where the breakdown is. The Community College is full and there's a waiting list for next year. He thinks a letter should be written asking for clarification. He feels there are people willing to get into these courses; and if the waiting list is long, maybe they should be looking at doubling some of these courses. We can't get the workers and they can't get the training.

A lengthy discussion followed regarding the whole issue of the health care system - the need for more health care workers; the types of health care workers and the training they require (i.e., RNs, PCWs, LPNs, Lab Workers); the need for more money to operate the health care system; the need to reinstate the previous RN program in Nova Scotia. Some suggestions were - invite someone from the Community College to make a presentation; send a resolution to FCM asking municipalities to support bringing back the previous RN program in Nova Scotia; meet with the appropriate Ministers (Health and Education) to discuss the concerns; invite the appropriate representative(s) to make a presentation to Council to explain what is going on with the training process.

**Moved by Councillor Veinot, seconded by Councillor Countway that the appropriate stakeholders be asked to attend a meeting of either Council or Committee of the Whole to discuss the matter of health care concerns.**

Councillor Countway thinks the Ministers of Education and Health are two people who need to be at that meeting.

Mayor Downe suggested getting presenters on the technical side first. He feels it would be difficult to get two Ministers at the same time.

**The motion was carried.**

#### **13.2 - Letter of Support to Immigration (D. Downe)**

Mayor Downe informed Council that he has been asked by a municipal resident to write a letter supporting an application for permanent residency in Canada. He questioned if that

is a letter he should write as Mayor, or is it a letter that should have Council' s support. As no Council member could recall ever dealing with this type of letter of support, Mayor Downe said he would provide a personal letter of support but he would not use municipal letterhead.

At 10:10 a.m. the Municipal Solicitor, J. C. Reddy, was in attendance.

13.3 - Motion to rescind Dec 9/08 motion re FCM Conferences' attendance (D. Zwicker)

**Moved by Deputy Mayor Zwicker, seconded by Councillor Moore that Council rescind the motions made at the December 9, 2008 Council meeting dealing with the attendance of elected municipal representatives and staff at the FCM Conferences over the next four years. (2/3 majority required) Carried.**

**Moved by Deputy Mayor Zwicker, seconded by Councillor Moore that the Mayor and Chief Administrative Officer or their alternates attend the FCM Conferences for the next four years and that all members of Council be permitted to attend the FCM Annual Conference to be held in Halifax in 2011. Carried.**

14. ***IN CAMERA IN COMMITTEE***

**Moved by Deputy Mayor Zwicker, seconded by Councillor Oickle that Council go *In Camera In Committee*. Carried.**

*Council In Camera In Committee.*

The purpose of the *In Camera* meeting was to discuss the following:

14.5 - Contract Negotiations, in accordance with section 22 (2) (e) and (g) of the *Municipal Government Act*

14.6 - Land Negotiations, in accordance with section 22 (2) (a) of the *Municipal Government Act*

14.9 - Land Negotiations - Osprey Village, in accordance with section 22 (2) (a) of the *Municipal Government Act*

14.10 - ICSP Funding Application, in accordance with section 22 (2) (a) of the *Municipal Government Act*

**Moved by Councillor Young, seconded by Deputy Mayor Zwicker that Council resume its public meeting. Carried.**

14.6 - Land Negotiations

**Moved by Councillor Countway, seconded by Councillor Veinot that Council approves a pledge over two years in the amount of \$25,000.00 regarding acquisition of land as discussed *In Camera*, and that the funds come out of the Open Space Reserve, subject to caveats being established that the land be protected for public use. Carried.**

14.9 - Land Negotiations - Osprey Village

**Moved by Councillor Nauss, seconded by Deputy Mayor Zwicker that Municipal Council authorizes the Mayor and Chief Administrative Officer to execute the Agreement of Purchase and Sale with reference to the sale of municipal property at Osprey Village as discussed *In Camera*. Carried.**

Ms. Wilson reported that there will probably be an announcement today regarding the sale. Council requested Ms. Wilson to ask that there be a joint press release to jointly announce this sale.

Deputy Mayor Zwicker suggested that the Mayor and CAO should be the point people to provide information on this sale. Council agreed.

ADJOURNMENT

At 12:00 noon, it was **moved by Deputy Mayor Zwicker that the meeting adjourn.**

.....  
MAYOR DON DOWNE, CHAIRMAN

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TAMMY WILSON, CHIEF ADMIN. OFFICER