

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
MUNICIPAL COUNCIL
Held in the Council Chamber, 210 Aberdeen Road, Bridgewater, N. S.
Tuesday, October 27, 2015 – 6:30 p.m.

ATTENDANCE

Mayor Don Downe
Deputy Mayor Lee Nauss – District 10
Councillor Errol Knickle - District 1
Councillor Frank Fawson - District 3
Councillor Michael Ernst – District 4
Councillor Claudette Garland – District 5
Councillor Terry Dorey – District 6
Councillor Cathy Moore – District 7
Councillor John Veinot – District 8
Councillor Carolyn Bolivar-Getson – District 9
Councillor Martin Bell – District 11
Councillor Eric Hustvedt – District 12

REGRETS: Councillor Donald Zwicker – District 2

STAFF: Kevin Malloy, Chief Administrative Officer
Alex Dumaresq, Deputy CAO
Sherry Conrad, Acting Municipal Clerk
Heather Whynott, Administrative Assistant

1. **CALL TO ORDER** – 6:30 pm - Mayor Downe called the meeting to order. He welcomed the new media representative for CKBW, Ms. Candyce Sellars.
2. **PUBLIC INPUT** – There was no public input.
3. **AGENDA – ANY ADDITIONS/CHANGES**

Council was informed that there would be one addition to the agenda – an update from Mr. Dumaresq regarding planned events for Municipal Awareness Week.

Moved by Councillor Knicke, seconded by Deputy Mayor Nauss that the Agenda be approved with the above addition. Carried.

4. MINUTES

Councillor Hustvedt requested that the September 22, 2015 Minutes be amended to provide the following clarifications:

Page 5 – Item 12.1 to be amended to read, "...In addition to the \$20,000 they received **from Housing Nova Scotia**, CMHC has come forward with another \$10,000.

Page 5 – Item 12.2 to be amended to read, "...the Joint Transportation Committee is going to suspend its operation for the time being, pending a proposal from **any of the other units**.

Moved by Councillor Hustvedt, seconded by Deputy Mayor Nauss that the Minutes of the Council meeting held on September 22, 2015 be approved as amended. Carried.

5. BUSINESS ARISING FROM MINUTES (dealt with later in the meeting)

9. RECOMMENDATIONS/REFERRALS FROM COMMITTEES & BOARDS

9.1 NOMINATING COMMITTEE

9.1.1 – Appointments to Dangerous & Unsightly Property Committee

Moved by Councillor Hustvedt, seconded by Councillor Veinot that Council accepts the recommendation of the Nominating Committee and appoints the following members to the Dangerous & Unsightly Property Committee:

**Deputy Mayor Lee Nauss
Councillor Michael Ernst
Councillor Terry Dorey
Councillor Cathy Moore
Councillor Martin Bell**

Motion Carried.

12. ADDED BUSINESS

12.1 MUNICIPAL AWARENESS WEEK – UPDATE

Mr. Dumaresq provided an update and details on the following MODL events/activities that have been planned for Municipal Awareness Week, November 16 – 22, 2015:

- Presentation of Certificates (Councillors are to let him know if they have any groups or individuals they want to recommend for recognition, e.g., for litter clean-up)
- Councillor Information Booths at public events – two locations confirmed: Lunenburg Farmers Market and LCLC
- *Your Government – Your Ideas* Community Meetings

Councillor Ernst noted that Youth Engagement with Council was a suggestion that was made.

Mr. Dumaresq reported on the contacts that have been made with the French School, Park View Education Centre, and New Germany Rural High School. There will be students from each of these schools in attendance at the November 17th meeting of the Committee of the Whole.

6. PRESENTATION

6.1 EVENTS LUNENBURG COUNTY – WORLD SLEDGE HOCKEY CHALLENGE

In attendance to make a presentation on behalf of Events Lunenburg County and the upcoming World Sledge Hockey Challenge were Dave Waters, Co-Chair, and Joanne Cooper, General Manager of the Best Western and Chair of Events Lunenburg County.

Council was informed that on September 4, 2015 Hockey Canada awarded Events Lunenburg County the World Sledge Hockey Challenge, which will be held January 17 – 23, 2016 at the Lunenburg County Lifestyle Centre. All five municipal units in Lunenburg County are participating.

Circulated with the agenda was a letter from Ms. Cooper outlining the financial commitments that have been made to assist with this event, and a request to municipal units to also make a financial contribution. They are requesting \$4,024.47 from the Municipality of the District of Lunenburg.

Mr. Waters presented a short Sledge Hockey video. He informed Council that to date teams from Canada, United States and Russia are competing in the event, and another team to be announced within the next couple of weeks.

Moved by Councillor Bolivar-Getson, seconded by Deputy Mayor Nauss that Council approves a Gold sponsorship amount of \$5,000 towards the World Sledge Hockey Challenge event. Carried.

Mr. Waters and Ms. Cooper were thanked and they left the meeting.

10. STAFF MATTERS

10.1 PLANNING MATTERS

In attendance were Jeff Merrill, Director of Planning and Development Services, and Norma Schiefer, Development Officer.

10.1.1 - Road Maintenance Charge – Burnside Farms Lot Owners' Association

Circulated with the agenda and reviewed by Ms. Schiefer was her report dated October 15, 2015, which informed Council of the request that was received from the Burnside Farms Lot Owners' Association asking Council to levy a charge pursuant to the By-law respecting the Maintenance and Improvement of Private Streets for road maintenance fees. The road maintenance fees are for the maintenance of Burnside Drive, Loon Lane, Indian Lane, Sills Hill, and Whispering Lane located in Newburne. A petition has been submitted containing signatures of 72% of the lot owners in favor of the lot charge (minimum requirement is 66.66%).

Moved by Councillor Dorey, seconded by Councillor Moore that Municipal Council levy a maintenance charge within the Charge Area identified by the Burnside Farms Lot Owners' Association as follows:

- **A uniform amount per lot for a Developed Lot**
- **A uniform amount per lot for an Undeveloped Lot**

The Occupancy of the Lots is to be determined by the Association; and

Further, that the lot occupancy and charge is to be identified annually, based on the occupancy of the lot for each property owner;

With the 2016-2017 charge being set at:

- \$250 per Developed Lot
- \$200 per Undeveloped Lot

Subject to an Agreement being entered into between the Municipality and the Burnside Farms Lot Owners' Association that satisfies the requirements of clause 3.1(e) of the By-law Respecting the Maintenance and Improvement of Private Streets.

Motion Carried.

Mr. Merrill and Ms. Schiefer were thanked and they left the meeting.

7. TENDERS/RFPs (nil)

8. CORRESPONDENCE

8.1 NOTICE – MUNICIPALITY OF THE COUNTY OF RICHMOND'S APPEAL re SIZE OF COUNCIL AND BOUNDARIES

Circulated with the agenda was a letter received from the legal counsel for the Municipality of the County of Richmond, BURCHELLS LLP, advising that on January 28, 2016 the Court of Appeal will hear the appeal of a July 2015 Utility and Review Board Order. The Order reduces the size of Richmond County's municipal council from 10 to 5 councillors and redraws its electoral boundaries. Richmond County's legal counsel has been directed to provide notice of this appeal to the CAO of each municipality in the province, as one or more municipalities may wish to intervene in the proceedings.

Mr. Malloy recommended that Council not assume an intervenor status and receive the letter as information. Council agreed.

5. BUSINESS ARISING FROM MINUTES

5.1 AUDITED FINANCIAL STATEMENTS 2013/14

In attendance were Gordon Pettipas, Director of Financial Services, and Angela Veinot, Assistant Municipal Treasurer.

Mr. Malloy informed Council that, as a result of the discussion at the last Council meeting, a number of amendments were made to the financial statements.

Mr. Pettipas provided an overview of the financial statements, noting the additional comments that have been added regarding the HST Audit, which he reviewed.

Questions were asked about the financial statements for 2015 and the letter regarding internal controls, and when they would be presented to Council.

Mr. Malloy reported that the statement was held up due to issues with the Joint Services Board and having their statements completed. Now that 2014 is completed, we have been in contact with the auditors and we are in the position of finalizing the 2015 statements. Regarding the management letter, it's a document prepared by the auditors which addresses a broad range of internal controls. Mr. Malloy and Mr. Pettipas elaborated on the information provided in a management letter.

Mr. Malloy reviewed the process to be followed and level of accountability going forward.

Moved by Deputy Mayor Nauss, seconded by Councillor Knickle that Council accepts the recommendation of the Audit/Finance Standing Committee and approves the Municipality of the District of Lunenburg's 2013-2014 Audited Consolidated Financial Statements and the 2013-2014 Audited Trust Funds Financial Statements as presented. Carried.

Moved by Councillor Knickle, seconded by Deputy Mayor Nauss that Council accepts the recommendation of the Audit/Finance Standing Committee and approves the transfers to and from reserves as detailed on A-41 and A-42 of the Audited Consolidated Financial Statements dated March 31, 2014 as presented. Carried.

Mr. Pettipas and Ms. Veinot were thanked and they left the meeting.

11. MAYOR'S/COUNCILLORS' MATTERS

11.1 MAYOR'S UPDATE

Mayor Downe reported on the meetings and events he attended since the last meeting, some of which were: Michelin Stakeholders Session in Wolfville; Meetings re World Sledge Hockey Challenge; Attraction Strategy Sessions; Meeting with School Board representatives, along with Councillor Hustvedt, re school review; NS Community College Open House.

Other Council members also provided reports on events they attended on behalf of MODL, as follows:

Councillor Hustvedt - Meeting that he and Mayor Downe had with School Board representatives regarding the school review for Tancook Elementary and the Bridgewater family of schools, particularly with regards to Petite Riviere and Pentz schools.

Deputy Mayor Nauss - Retirement event.

Councillor Garland - 60th Anniversary of the Bridgewater & Area Lions Club.

Councillor Bolivar-Getson – Fundraising event for Connor Hirtle.

13. IN CAMERA (not required)

14. ADJOURNMENT – 8:05 p.m.

There being no further business, it was moved by Councillor Hustvedt, seconded by Councillor Knickle that Council adjourn. Carried.