

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

Minutes of a Special Meeting of

COUNCIL

Held in the Council Chambers, 210 Aberdeen Road, Bridgewater

Tuesday, September 22, 2009 9:00 a.m.

**ATTENDANCE**

Councillors: Mayor Don Downe  
Councillor Basil Oickle – District 1  
Deputy Mayor Don Zwicker – District 2  
Councillor Frank Fawson – District 3  
Councillor Sandra Statton – District 5  
Councillor Wade Carver – District 6  
Councillor Cathy Moore – District 7  
Councillor Arthur Young – District 9  
Councillor Lee Nauss – District 10  
Councillor Martin Bell – District 11  
Councillor Eric Hustvedt – District 12

Regrets: Councillor Milton Countway – District 4  
Councillor John Veinot – District 8

Staff: Tammy S. Wilson, Chief Administrative Officer  
Jeff Merrill, Acting Director of Planning & Development Services  
Douglas Reid, ICSP Coordinator  
Sherry Conrad, Administrative Assistant

**1. CALL TO ORDER**

Mayor Downe called the meeting to order.

**2. AWARD OF RFP #2009-01-303 "STRATEGIC PLAN REVIEW"**

Ms. Wilson reviewed the analysis that was prepared for the Request for Proposal #2009-01-303 "Strategic Plan Review". She advised that the Request for Proposal was issued and seven proposals were received. The proposals were reviewed by the Review Committee and all the proposals met the criteria. The total budget for the Request for Proposal is \$24,500.00. The Review Committee is recommending award of the Request for Proposal #2009-01-303 to Jacques Whitford Stantec Limited in the amount of \$17,892.00, exclusive of HST.

**Moved by Councillor Fawson, seconded by Councillor Young that Municipal Council accept the recommendation of the Review Committee and award the Request for Proposal #2009-01-30 "Strategic Plan Review" to Jacques Whitford Stantec Limited in the amount of \$17,892.00, exclusive of HST. Carried.**

**3. AWARD OF TENDER #2009-05-007 "PHASE 2 CHAMPLAIN DRIVE ROAD WORK"**

Pierre Breau, Director of Engineering & Public Works, was present.

Mr. Breau reviewed the Tender Analysis that was circulated at the meeting with regard to the award of Tender #2009-05-007 "Phase 2 Champlain Drive Infrastructure, Cookville". The project is for the construction of water, sanitary sewer and roadway services for development along Champlain Drive, Osprey Village. The budget amount allocated for the project was \$496,000, exclusive of HST. He advised that three bids were received which were significantly over budget. He noted that pipe work costs were considerably over project estimates. He consulted with the Municipal Solicitor and was advised that since the tenders were over budget, negotiations could be undertaken with the lowest bidder. Negotiations were undertaken with the lowest bidder. The pumping station design selected by the Engineers was reviewed in order to scale the project down to budget. A package pump station was selected in the post-tender review and an installation cost provided by the low bidder. The package pump station selection together with a reduction of the Type 1 gravel thickness to 4 inches from 6 inches. The adjustments to the work and a contingency of \$40,000 would bring the project approximately \$27,000 over budget. He advised that staff expects to be approximately \$32,000 below budget on the Highway 10 Engineer (Municipal Cost) and Highway 10 Sidewalk capital accounts. Staff is recommending that the tender be awarded to the adjusted low bid which is Bernard L. Mailman Projects Limited in the amount of \$571,444.48 including contingency and HST.

A discussion was held on the tender work for the project.

**Moved by Councillor Moore, seconded by Deputy Mayor Zwicker that the Phase 2 Champlain Drive Infrastructure Project, Cookville Tender #2009-05-007 be awarded to Bernard L. Mailman Projects Limited, West Northfield, Lunenburg County, NS, for the amount of \$571,444.48 including contingency and HST. Carried.**

Ms. Wilson reported that another issue has arisen with regard to the surplus soil resulting from the work being done at Osprey Village.

Mr. Breau reviewed a memo that he had prepared advising that the proposed Champlain Drive water and sewer infrastructure work will produce limited quantities of surplus native soil material. The maximum estimate of surplus fill is 1,300 cubic metres or approximately 130 tandem truck loads. This volume may be considerably reduced with the proposed changes to the sewage pumping station configuration. The surplus material can be trucked to the LRCRC for \$45 per truckload by the low bid contractor. The material then can be used at LRCRC to provide temporary repairs for the damaged landfill cover at the proposed Phase 1 landfill closure project. This project would include the building of an access road (approx. \$4,000) and fill transport costs for up to 130 truckloads (approx. \$5,850) which would bring the project to an estimated cost of \$9,850 plus HST. The cost of this would be charged to the landfill closure capital project account. He noted that an alternative to trucking the material to LRCRC is to stockpile the fill at the Osprey Village site. The cost for creating and maintaining this stockpile cannot be accurately determined until the quantity of soil is known. He would suggest a budget of at least \$10,000 for the provision of an access road, stockpile shaping and implementation of erosion control mitigation measures.

Mr. Breau noted that if significant material is available, the Engineering Department would recommend that a price be obtained to transport the material for use at the Lunenburg Regional Community Recycling Centre.

Council discussed the options.

**Moved by Councillor Fawson, seconded by Councillor Moore that the surplus material from the Champlain Road work be trucked to the Lunenburg Regional Community Recycling Centre for \$45 per truck load as outlined in Mr. Breau's memo dated September 22, 2009. Carried.**

#### **4. REVIEW OF DRAFT INTEGRATED COMMUNITY SUSTAINABILITY PLAN**

Deputy Mayor Zwicker addressed Council with regard to the Draft Integrated Community Sustainability Plan. He noted that a tremendous amount of work has gone into the development of this document. He outlined the steps taken by the ICSP Committee to bring the document to Council. He noted that the ICSP Committee recognizes that several of the priority action items for 2010-2014 require cooperation with agencies outside the Municipality. As well, many of the actions have been worked into other plans. He noted that the plan is a doable plan and is a plan that has the support of the ICSP Committee.

Mayor Downe acknowledged the work by the ICSP Committee and staff in the development of the draft Plan.

Ms. Wilson reported that the Plan has been reviewed by Senior Management and has their support. She noted that the Integrated Community Sustainability Plan and the Strategic Plan will feed into each other and it will guide some of the actions in the Strategic Plan. The intent of today's meeting is to seek Council's approval to forward this document, as presented or with amendments, to the Province with the actions identified.

Mr. Reid gave a PowerPoint presentation which outlined why the ICSP is being done; the ICSP milestones; how ICSP impacts the Municipality; today's review process; and the next steps (copy attached to original set of Minutes). The presentation listed the action item, the start date, the Committee / Staff Resources, desired outcomes, gas tax, estimated cost (existing or new). The Committee reviewed the Action Items and made the following comments:

- Change Operations heading to "Operations/Capital"
- Action Item #1 – agreed. Under Operations/ Capital New heading, change No to Yes.
- Action Item #2 – agreed.
- Action Item #3 – agreed.
- Action Item #4 – agreement to go forward with some work to be done. Agreed that the Municipality's land holdings be kept under a "Best Practices Management Plan" and that the Municipality review its current land holdings to update inventory and to determine each parcel's potential use.
- Action Item #5 – agreed.
- Action Item #6 – agreed.
- Action Item #7 – agreed.
- Action Item #8 – agreed.
- Action Item #9 – agreed. Ensure there is public consultation.

Karen Dempsey, resident of LaHave, was present at the meeting and asked to address Council.

**Moved by Councillor Hustvedt, seconded by Councillor Bell that Karen Dempsey be permitted to address Council. Carried.**

Ms. Dempsey thanked Council for the opportunity to speak. She noted that she has been meeting with Mr. Reid and groups of individuals dealing with ICSP plans from Chester to Yarmouth to share ideas and information. She feels the Municipality's draft plan is a very good document and would like to ask Council to consider a regional component to the plan. She commented that she feels the only way we can make some headway on these initiatives is to work regionally on the initiatives. Municipalities working individually do not have the resources or budget to take on the challenge of some of the bigger issues. She asked how the plan will be presented to the public. Will it be in a forum that asks for public input and takes same into consideration?

Ms. Wilson explained that the format to present the draft document to the public is a matter that will have to be discussed by Council today.

Ms. Dempsey noted that she sees the ICSP process as an opportunity for rural communities to have a dialogue with regard to what kind of future they want. It is a positive and proactive form of community planning. She is pleased to see the quality of work being done. The Municipality has a draft that responds to concerns she has heard in the Municipality.

The Committee broke for lunch at 12:15 p.m. and returned at 1:30 p.m. Deputy Mayor Zwicker chaired the meeting in Mayor Downe's absence, as Mayor Downe had to present a plaque at the Official Opening of Drumlin Hills.

The Committee continued with the review of the Action Items listed in the Draft Integrated Community Sustainability Plan.

- Action Item #10 – agreed. Include the Federal Government.
- Action Item #11 – agreed. Restructure to clarify that the reference is to illegally dumped waste and waste on a property that is causing contamination/environmental concerns. Make it clear that it is not for unsightly buildings that are do not pose an environmental strain on the land.
- Action Item #12 – agreed. Under Operations/Capital – New – change No to Yes.
- Action Item #13 – agreed. Change "Lunenburg District" to "District of Lunenburg".
- Action Item #14 – agreed.
- Action Item #15 – agreed. Under Operations/Capital – Existing – change Yes to No.

Mayor Downe returned to the meeting at 2:25 p.m. and resumed chairing the meeting.

- Action Item #16 – agreed.
- Action Item # 17 – agreed.
- Action Item # 18 – agreed.

**Moved by Deputy Mayor Zwicker, seconded by Councillor Bell that Council receive the Draft Integrated Community Sustainability Plan for submission to the Province for consideration. Carried.**

**Moved by Councillor Nauss, seconded by Councillor Young that Council asks the ICSP Committee to look at a way to present the Integrated Community Sustainability Plan to the public. Carried.**

On behalf of Council, Mayor Downe thanked the members of the ICSP Committee and staff for the effort and work put into the development of the draft Integrated Community Sustainability Plan.

## 5. IN CAMERA

**At 3:27 p.m., it was moved by Councillor Nauss, seconded by Deputy Mayor Zwicker that Council go In Camera to discuss a Personnel Matter under Section 22(2)(c) of the *Municipal Government Act* and a Contract Negotiations Matter re Oakhill under Section 22(2)(e) of the *Municipal Government Act*. Carried.**

Council In Camera in session.

**At 4:10 p.m., it was moved by Deputy Mayor Zwicker, seconded by Councillor Moore that Council come out of In Camera and return to open session and approve the decisions made while In Camera. Carried.**

Council in session.

**There being no further business at 4:10 p.m., it was moved by Deputy Mayor Zwicker, seconded by Councillor Carver that the meeting adjourn. Carried.**