

MUNICIPALITY OF THE DISTRICT OF LUNENBURG  
Minutes of a Meeting of  
**MUNICIPAL COUNCIL**  
Held in Council Chamber, 210 Aberdeen Road, Bridgewater, NS  
**Tuesday, September 11, 2018 – 9:00 a.m.**

**ATTENDANCE**

Mayor Carolyn Bolivar-Getson  
Deputy Mayor Martin Bell, District 2  
Councillor Eric Hustvedt, District 1  
Councillor Lee Nauss, District 3  
Councillor John Veinot, District 4  
Councillor Cathy Moore, District 5  
Councillor Claudette Garland, District 6  
Councillor Wade Carver, District 7  
Councillor Michael Ernst, District 8  
Councillor Reid Whynot, District 9  
Councillor Errol Knickle, District 10

Staff: Kevin Malloy, Chief Administrative Officer  
Sherry Conrad, Municipal Clerk  
Sarah Kucharski, Communications Officer  
Tina Robichaud-Bond, Executive Assistant

**1. CALL TO ORDER**

Mayor Bolivar-Getson called the meeting to order at 9:00 a.m.

**2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITION**

**2.1 Proclamation – Right to Know Week – September 24 to September 30, 2018**

Mayor Bolivar-Getson declared September 24 to 30, 2018 as Right to Know Week.

Councillor Hustvedt reported that he attended the Maritime Bus Launch in Bridgewater. He advised that the bus would make three round trips daily to Halifax, and connect Bridgewater, Mahone Bay, and the Town of Lunenburg. He acknowledged the Citizens for Public Transit group for their work on this project.

**3. PUBLIC INPUT: (Nil)**

**4. APPROVAL OF AGENDA**

Councillor Knickle advised that the Municipal Joint Services Board had not met since June and, therefore, had no report to provide to Council. He suggested that Item 12.1 be removed from the Agenda.

**Moved by Councillor Moore, seconded by Deputy Mayor Bell that the Agenda be approved as amended. Carried unanimously.**

**5. APPROVAL OF MINUTES – Regular Council, Special Council, and Public Hearing - August 28, 2018**

**Moved by Councillor Hustvedt, seconded by Councillor Carver that the Regular Minutes, the Special Minutes, and the Public Hearing Minutes of August 28, 2018 be approved as circulated. Carried.**

**6. BUSINESS ARISING FROM THE MINUTES: (Nil)**

**7. AWARDING OF TENDERS/RFPs:**

**7.1 Award of Tender #2018-05-016 On Site Disposal Project Group 16**

Maria Butts, Project Coordinator-LaHave River Straight Pipe Replacement Project, was in attendance.

Ms. Butts provided an update on the status of the program (attached to Minutes) and presented a map of the area showing the status of each property with respect to the following:

- Installed systems
- Applications received
- Awarded installations
- Records received from property owner
- No information received from property owner

Ms. Butts reported that there were approximately 1700 properties involved in this project, and that she had received information from over 75% of the property owners. She further reported that there was still approximately 400 properties that had not provided information to the project. Ms. Butts advised that the inspection program would commence in late fall/early winter. This next step would help residents understand their system as well as determine which properties had not yet signed up.

Ms. Butts reviewed her report, “Tender Award: On-Site Sewage Disposal System Installations for LaHave River Properties Project Group 16” (circulated with the Agenda).

**Moved by Deputy Mayor Bell, seconded by Councillor Whynot that Municipal Council award Tender #2018-05-016 On-site Sewage Disposal System Installations for LaHave River Properties Project Group 16 to Town and Country Property Improvement Ltd. in the amount of \$74,246.21 plus HST. Carried unanimously.**

Ms. Butts left the meeting.

**8. PRESENTATIONS/SCHEDULED TIMES: (Nil)**

**9. CONSIDERATION OF CORRESPONDENCE:**

Mayor Bolivar-Getson advised that a report had been received from the Nova Scotia Federation of Municipalities, "Board Initiatives Report – August 24, 2018" (circulated with the Agenda). This Report was circulated for information purposes only.

**10. RECOMMENDATIONS FROM COMMITTEES & BOARDS****10.1 Finance Committee****10.1.1 Lumberjack Funding Request**

**Moved by Councillor Nauss, seconded by Councillor Carver that Municipal Council accept the recommendation of the Finance Committee and denies the funding request to purchase advertising from the South Shore Lumberjacks (3260405 Nova Scotia Limited) in the amount of \$15,000; and further, that Municipal Council not consider any further financial request from the South Shore Lumberjacks for the remainder of the current hockey season.**

It was clarified that the Lumberjacks have control over the ads posted in the arena of the LCLC only, not in the gallery or other areas of the LCLC. It was noted that the Municipality does support the Lumberjacks as it subsidizes the LCLC, which is the venue for the Lumberjacks. It was suggested that Council consider levying an ice fee which would cover costs for cleaning the dressing rooms, etc. Councillor Ernst advised that he would be prepared to take the topic of levying ice fees to the Board.

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

**10.1.2 Support of Options 1 and 2 re Personnel Matter**

**Moved by Councillor Moore, seconded by Councillor Hustvedt that Municipal Council accept the recommendation of the Finance Committee and agrees to financially support the cost of options 1 and 2 pertaining to the Personnel Matter as discussed In Camera.**

A question was asked as to whether the public could access information regarding the study. Mr. Malloy advised that the public was free to make a FOIPOP application, and any information accessible under the legislation would be provided.

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

**10.1.3 Amendments to Personnel Policy MDL-51**

**Moved by Councillor Veinot, seconded by Councillor Moore that Municipal Council accept the recommendation of the Finance Committee and approves the proposed amendments to the Personnel Policy MDL-51 with implementation of the amendments to become effective on October 1, 2018.**

Mayor Bolivar-Getson declared a Conflict of Interest as she had family members on staff and should not be voting on the matter and requested that Deputy Mayor Bell take over the position of Chair.

Councillor Ernst requested clarification on who would appoint the “staff person” to the Staff Recourses Committee, as outlined in section 2.01. Mr. Malloy advised that the procedure is outlined in the draft Terms of References; staff would elect a staff representative to the Committee. It was questioned whether a clause to this effect should be added to the Policy itself. Ms. Conrad pointed out that the Policy makes reference to the Terms of Reference in section 2.03.

It was pointed out that there were gender references that required change. Ms. Conrad advised that the document would be updated as noted.

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

Mayor Bolivar-Getson resumed her role as Chair.

#### **10.1.4 Approval of Tax Relief**

**Moved by Councillor Garland, seconded by Councillor Veinot that Municipal Council accept the recommendation of the Finance Committee and approves tax relief in the amount of \$318.97 as per the submitted application for the property located at 2027 Northfield Road, AA#02278898, and as per the Municipality’s Damaged Property Relief Policy. Carried unanimously.**

#### **10.1.5 Designated Community Project Fund – Petite Riviere Community Park**

**Moved by Councillor Hustvedt, seconded by Councillor Nauss that Municipal Council accept the recommendation of the Finance Committee and grants \$285 to the Petite Riviere Community Park as per the criteria outlined in the Designated Community Project Fund Policy MDL-48. Carried unanimously.**

#### **10.1.6 Designated Community Project Fund – Lunenburg Yacht Club**

**Moved by Councillor Ernst, seconded by Councillor Whynot that Municipal Council accept the recommendation of the Finance Committee and grants \$4,580 to the Lunenburg Yacht Club as per the criteria outlined in the Designated Community Project Fund Policy MDL-48. Carried unanimously.**

#### **10.1.7 National/Provincial Event Grant to Art Happening Bridgewater**

**Moved by Councillor Whynot, seconded by Councillor Carver that Municipal Council accept the recommendation of the Finance Committee and approves \$1,000 from the National/Provincial Event Grant account for Art Happening Bridgewater for the 2018 Afterglow Art Festival scheduled to take place September 28 and 29, 2018. Opposed: Deputy Mayor Bell. Motion carried.**

#### **10.1.8 Remembrance Day Grant – RCL Branch #102, New Germany**

**Moved by Councillor Moore, seconded by Councillor Nauss that Municipal Council accept the recommendation of the Finance Committee and approves \$250 from the Remembrance Day Grant Fund for the Royal Canadian Legion Branch 102, New Germany for a November 11, 2018 event. Carried unanimously.**

#### **10.1.9 Remembrance Day Grant – RCL Branch #24, Bridgewater**

**Moved by Councillor Nauss, seconded by Councillor Whynot that Municipal Council accept the recommendation of the Finance Committee and approves \$250 from the Remembrance Day Grant Fund for the Royal Canadian Legion Branch 24, Bridgewater for a November 11, 2018 event. Carried unanimously.**

#### **10.1.10 Remembrance Day Grant – RCL Branch #49, Mahone Bay**

**Moved by Councillor Ernst, seconded by Deputy Mayor Bell that Municipal Council accept the recommendation of the Finance Committee and approves \$250 from the Remembrance Day Grant Fund for the Royal Canadian Legion Branch 49, Mahone Bay for a November 11, 2018 event. Carried unanimously.**

#### **10.1.11 Remembrance Day Grant – Emmanuel Baptist Church**

**Moved by Councillor Carver, seconded by Councillor Veinot that Municipal Council accept the recommendation of the Finance Committee and approves \$250 from the Remembrance Day Grant Fund for the Emmanuel Baptist Church Parkdale/Maplewood Remembrance Day Committee for a November 11, 2018 Remembrance Day Service. Carried unanimously.**

#### **10.1.12 Sponsorship Ad Grant – Bridgewater Curling Club**

**Moved by Councillor Knickle, seconded by Deputy Mayor Bell that Municipal Council accept the recommendation of the Finance Committee and approves a Lead Level Sponsorship for the Bridgewater Curling Club in the amount of \$143.75 for their annual promotional campaign. Carried unanimously.**

### **10.2 Audit Committee**

#### **10.2.1 Approval of Consolidated Financial Statements**

Mr. Malloy explained that the Consolidated Financial Statements that had previously been circulated had not changed. He advised that once the Statements were approved, the audit letters would be signed and approved copies of the Consolidated Financial Statements would be circulated.

**Moved by Councillor Ernst, seconded by Councillor Knickle that Municipal Council accept the recommendation of the Audit Committee and approves the Municipality of the District**

**of Lunenburg's Consolidated Financial Statements for the year ended March 31, 2018. Carried unanimously.**

**11. STAFF REPORTS:**

**11.1 Administration Department**

**11.1.1 Fire & Emergency Services Committee Update to Council**

Chris Kennedy, Fire Services Coordinator, was in attendance.

Mr. Kennedy presented his report, "September 2018 Fire Service Coordinator Update" (circulated with the Agenda), and discussed the following items:

- Completed tasks and duties
- Ongoing tasks and duties
- Data collected from registration packages
- Breakdown of emergency calls
- Recruitment & retention

Councillor Garland left the meeting at this time.

Discussions followed on the following topics:

- Functional testing of Self-Contained Breathing Apparatus (SCBA)
- Increase in number of firefighters
- Methods of communication between FES Coordinator and fire departments
- WIFI hotspots
- Recognition for years of service
- Increase in number of Auxiliary members and their use in the department other than fighting fires

Mr. Kennedy was directed to discuss with the Fire & Emergency Services Committee the matter of mandatory functional testing of the Self-Contained Breathing Apparatus (SCBA). Mr. Kennedy was also asked to look into arranging for members receiving awards to be recognized in the media.

Mr. Kennedy left the meeting.

**11.1.2 Administration Building Update**

Mr. Malloy provided an update on the status of the administration building. He reported that an Addendum to the RFP for design services had been prepared which included the following changes:

- Extended closing date by 1 week
- Revised timeline
- More detailed cost estimations

Mr. Malloy advised that he would provide Council with a copy of the Addendum and the email received from Andrew Amos, Senior Partner, Catalyst Consulting Engineers, in response to concerns raised with the Addendum.

Mr. Malloy clarified that the RFP is for building designs only and advised of the next steps to be taken after the tender process.

## **12. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS:**

### **12.1 MJSB Update**

This item was removed from the Agenda.

### **12.2 Update – Deputy Mayor**

Deputy Mayor Bell reported that he attended the 15<sup>th</sup> Annual National Fire Fighters Memorial in Ottawa. He advised that he had received positive comments regarding the plans for a new administration building. He further advised that he had received complaints from residents regarding dry wells.

Mr. Malloy reported that only one call had been received by staff to date, and arrangements had been made for the family to use the shower facilities at the LCLC.

### **12.3 Update – Mayor**

Mayor Bolivar-Getson reported that she attended the Seniors Corn Boil; had conversations with residents regarding doctor recruitment; and attended the Fisherman's Memorial Service.

Councillor Carver advised that he had attended the 25<sup>th</sup> anniversary celebration of the New Germany Medical Centre which had a very good number of people in attendance. He reminded Council that the centre had been built on community funds alone.

Mayor Bolivar-Getson reviewed the report, "TNC Connect to Innovate Project" (attached to Minutes) and reported that this project was good news to the residents of the Newcombville, Chelsea, Elwood, Union Square, Walden, Nineveh, North River, Parkdale, and Butler Lake communities.

## **13. IN CAMERA: (Nil)**

## **14. ADJOURNMENT**

**There being no further business at 10:40 a.m., it was moved by Councillor Whynot, seconded by Councillor Carver that the meeting adjourn. Carried.**