

MUNICIPALITY OF THE DISTRICT OF LUNENBURG  
Minutes of a Meeting of  
**MUNICIPAL COUNCIL**  
Held in Council Chamber, 210 Aberdeen Road, Bridgewater, NS  
**Tuesday, August 27, 2019 – 9:00 a.m.**

**ATTENDANCE**

Mayor Carolyn Bolivar-Getson  
Deputy Mayor Cathy Moore, District 5  
Councillor Eric Hustvedt, District 1  
Councillor Martin Bell, District 2  
Councillor Lee Nauss, District 3  
Councillor John Veinot, District 4  
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: Alex Dumaresq, Acting Chief Administrative Officer  
Sherry Conrad, Municipal Clerk  
Aliyah Myers, Public Relations Admin Student  
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**

Councillor Hustvedt circulated a Thank You card (attached to Minutes) from the United Communities Fire Department for the Municipality's support of the annual Cherry Hill Fun Run. He advised that it was another successful year with approximately 200 participants.

Councillor Hustvedt reported Events Lunenburg County hosted a hiking summit which brought participants to Lunenburg County from around the country.

**3. PUBLIC INPUT (Nil)**

**4. APPROVAL OF AGENDA**

**Moved by Deputy Mayor Moore, seconded by Councillor Whynot that Item 14.4 Legal Advice under Section (22)(2)(g) of the MGA be added to the Agenda under In Camera. Carried unanimously.**

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

**5. APPROVAL OF MINUTES (Nil)**

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

**7. AWARDING OF TENDERS/RFPs**

**7.1 Award of Tender #2019-05-007 LaHave River On-Site Sewage Disposal System Installations**

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

Ms. Butts reviewed her report, “Tender Award: On-Site Sewage Disposal System Installations for LaHave River Properties. Project Group #27” (circulated with the Agenda).

**Moved by Councillor Whynot, seconded by Councillor Nauss that Municipal Council award Tender 2019-05-007 On-Site Sewage Disposal System Installations for the LaHave River Properties, Project Group #27 to Dennis Lively Construction & Backhoe Services in the amount of \$101,000 plus HST. Carried Unanimously.**

**7.2 Award of RFP #2019-05-401 re River Ridge Common Singletrack Trail Construction**

Trudy Payne, Director of Recreation Services, and Laura Barkhouse, Trails and Open Space Coordinator, were in attendance.

Ms. Barkhouse reviewed her report, “River Ridge Common – RFP 2019-05-401” (circulated with the Agenda).

**Moved by Deputy Mayor Moore, seconded by Councillor Carver that Municipal Council award RFP 2019-05-401 River Ridge Common Singletrack Trail Construction to TrailFlow Outdoor Adventures for a maximum cost of \$44,950 plus HST.**

Ms. Barkhouse confirmed that Trailflow Outdoor Adventures has performed acceptable work for the Municipality in the past.

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

**7.3 Award of RFP #2019-05-402 re River Ridge Common Accessible Trail Design/Build**

Ms. Barkhouse reviewed her report, “River Ridge Common – RFP 2019-05-402” (circulated with the Agenda).

Ms. Barkhouse advised that the only response received was considerably over budget. She recommended that Council not award the project but reallocate the budgeted project funds for use on other projects in the park.

**Moved by Councillor Veinot, seconded by Councillor Nauss that Municipal Council rescind RFP 2019-05-402, River Ridge Common Accessible Trail Design/Build and not award due to the proposal received being significantly over budget. Carried unanimously.**

**Moved by Deputy Mayor Moore, seconded by Councillor Bell that Municipal Council reallocate the money that was budgeted for the River Ridge Common Accessible Trail Design/Build in the 2019/20 Budget to the projects outlined in the staff's report dated August 27, 2019. Carried unanimously.**

Ms. Payne and Ms. Barkhouse left the meeting.

## **8. PRESENTATIONS/SCHEDULED TIMES**

### **8.1 REMO Introduction – Angela Henhoeffter, REMC**

Angela Henhoeffter, Regional Emergency Management Coordinator, was in attendance.

Ms. Henhoeffter introduced herself to Council and gave a presentation, “REMO Be Ready” (circulated with the Agenda), highlighting the following points:

- Introduction of new REMO Coordinator
- REMO Governance
- Emergency Management Cycle
- Future Workplan
- What happens during a Response
- Outreach

In answer to a question, it was noted that the fire departments provide the Municipality with a list of inventory and capabilities with their annual registration. It was suggested that this list could be extended to include local businesses so that officials would be aware of what local businesses may have to offer for help in the case of an emergency. It was noted, however, that a list of local businesses would be a challenge to keep updated and current.

Ms. Henhoeffter reported that, based on the plan in place for droughts, the lack of water issues experienced by residents did not fit the criteria of “drought” policy but rather fell under the Dry Well Program.

Ms. Henhoeffter left the meeting.

## **9. CONSIDERATION OF CORRESPONDENCE (Nil)**

## **10. RECOMMENDATIONS FROM COMMITTEES & BOARDS**

### **10.1 Heritage Advisory Committee**

### **10.1.1 Application to Alter a Municipal Heritage Property – Northwest United Baptist Church**

Byung Jun Kang, Planner, was in attendance.

Mr. Kang gave a presentation, “PL190050: Heritage Property Alteration” (attached to Minutes), highlighting the following points:

- The Proposal
- Site Context
- Substantial Alterations
- Proposed Design
- Rehabilitation Project

**Moved by Councillor Knickle, seconded by Councillor Bell that Municipal Council approve the substantial alteration to the Municipal Heritage Property of Northwest United Baptist Church, located at 1609 Big Lots Road, by permitting replacement of the asphalt roof shingles with metal roofing as proposed.**

It was noted that the original roof on the building was a standard C metal roof.

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

## **10.2 Nominating Committee**

### **10.2.1 Appointments to Prince’s Inlet Area Advisory Committee**

**Moved by Councillor Hustvedt, seconded by Councillor Carver that Municipal Council appoint Barry Eisener and Paul Riddoch to Prince’s Inlet Area Advisory Committee for a 15-month term ending November 2020.**

Councillor Hustvedt provided an overview of the process taken to fill the two positions.

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

## **11. STAFF REPORTS**

### **11.1 Planning Department**

#### **11.1.1 Building Services Agreement with the Town of Lunenburg**

Mr. Dumaresq reviewed Jeff Merrill’s report, “Town of Lunenburg Building Inspection Agreement” (circulated with the Agenda).

**Moved by Councillor Carver, seconded by Councillor Knickle that Municipal Council approve and authorize the Mayor and the Municipal Clerk to sign a two-year Agreement, as presented, with the Town of Lunenburg to provide Building Inspections Services.**

It was clarified that the Building Officials have been appointed to perform inspections within the partner unit areas and that this Agreement had been created to fill the gap until the regional model was in place. The regional model will have all units using the same systems and a merged database.

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

David Waters, Director of Business Development, Tourism and Infrastructure, joined the meeting.

## **11.2 Administration Department**

### **11.2.1 Cost-shared J-Class Subdivision Street Paving**

Mr. Dumaresq reviewed Angela Veinot's report, "J-class Road paving Projects Overruns" (circulated with the Agenda).

**Moved by Councillor Bell, seconded by Councillor Hustvedt that Municipal Council approve the cost overruns for the proposed paving of Provincial Subdivision Street Projects as outlined in the memos from the Department of Transportation and Infrastructure Renewal dated August 20, 2019 re Agreements 2019-006 Pentz Road and 2019-20 J-Class Subdivision Street Paving in the amount of \$272,000.**

A discussion followed on the Province's responsibilities and procedures for costing road projects.

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

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

### **12.1 Update – Deputy Mayor**

Deputy Mayor Moore reported that she attended a Hemford Forest Planning session; the provincial and federal funding announcement at the LCLC; a Develop Nova Scotia session re internet updates; and the Summer Swim Provincials.

### **12.2 Update – Mayor**

Mayor Bolivar-Getson reported that she attended the South Shore Exhibition Sponsor Appreciation Pig Roast; a meeting with residents re waste site odour; the CAO interviews; the provincial and federal funding announcement at the LCLC; meetings with Nustadia Group; a meeting with Suzanne Lohnes-Croft; the Cherry Hill Fun Run; a meeting with Michelin officials; Acadia University for Councillor Bell's Lifetime Achievement Award presentation; a meeting with Mark Furey; and various community events.

Mayor Bolivar-Getson advised that she would check into attendance numbers at this year's South Shore Exhibition and update Council.

**13. ADDED ITEMS**

See In Camera Item 14.4 - Legal Matter

**14. IN CAMERA**

Councillor Knickle declared a Conflict of Interest for Item 14.4 and left the meeting for this discussion.

**At 10:15 a.m., it was moved by Councillor Hustvedt, seconded by Deputy Mayor Moore that Municipal Council go In Camera to discuss the following items:**

- 14.1 Contract Negotiations re Municipal Services Building under Section 22(2)(e) of the MGA**
- 14.2 Contract Negotiations re LaHave River Straight Pipe Program under Section 22(2)(e) of the MGA**
- 14.3 Personnel Matter under Section 22(2)(c) of the MGA**
- 14.4 Legal Matter under Section 22(2)(g) of the MGA**

**Carried.**

Municipal Council In Camera in session.

**At 12:15 p.m., it was moved by Councillor Hustvedt, seconded by Councillor Carver that Municipal Council come out of In Camera and return to open session. Carried.**

Municipal Council in session.

**15. ADJOURNMENT**

**There being no further business at 12:16 p.m., it was moved by Councillor Garland, seconded by Councillor Nauss that the meeting adjourn. Carried.**



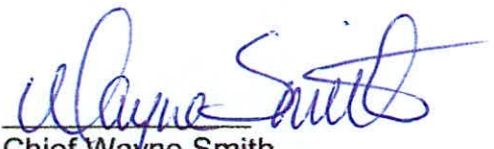
## **28th Annual Cherry Hill Fun Run**

# **Municipality of the District of Lunenburg**

The United Communities Fire Department would like to thank you for your continued support to the Cherry Hill Fun Run.  
Your Sponsorship allows us to put on a first class, family-friendly fundraiser of which we all can be very proud.



Deputy Chief Larry Blackler  
Race Director



Chief Wayne Smith  
United Communities Fire Dept.





# District of Lunenburg Municipal Council

## Item 10.1.1

PL190050: Heritage Property Alteration

1609 Big Lots Road, Northwest, NS  
Northwest United Baptist Church

August 26, 2019



# Proposal

**Applicant:** Trustees of the Northwest United Baptist Church

**Location:** 1609 Big Lots Road, Northwest, NS

**Proposal:** Substantial exterior alteration (replacement of dark grey asphalt shingles with dark brown metal roofing)

- Roof is overdue for replacement
- Reverting to the architectural style in 1900s
- Construction not expected until September 2019

**Use:** Institutional (Place-of-worship)

**Zone:** N/A



Northwest United Baptist Church (2019)



# Site Context



General Site Location



Site Map

# Substantial Alterations

## Policy MDL-27 (Heritage Properties)

- Changing a colour scheme
- Altering a roof shape with respect to style
- ...are considered as substantial alterations.

## Process of Alteration Request

- Review of Heritage Advisory Committee
- Approval of Municipal Council
- 12-month to alter a heritage property



Northwest United Baptist Church (2019)



# Proposed Design



Northwest United Baptist Church (Current)



Proposed Roof Design (Example)



# Proposed Design



Northwest United Baptist Church (1914)



Proposed Roof Design (Example)

# Rehabilitation Project

## Historic Places Conservation Standards

- Standard 1: “Do not remove, replace, alter repairable character-defining elements”

## Character-Defining Elements of the Roof

- medium pitch gable roof; and
- return eaves.

## Considerations

- Roof material is not part of the Elements;
- Many cases of reshingling within Municipality;
- May be considered as a restoration effort.



Northwest United Baptist Church (2019)

# Motion Proposed

***That Municipal Council approve the substantial alteration to the Municipal Heritage Property of Northwest United Baptist Church, located at 1609 Big Lots Road, by permitting replacement of the asphalt roof shingles with metal roofing as proposed.***







# Thank You

Byung Jun Kang, Planner  
[byungjun.kang@modl.ca](mailto:byungjun.kang@modl.ca)  
(902) 530-3480

Municipality of District of Lunenburg  
210 Aberdeen Road  
Bridgewater, NS  
B4V 4G8

