

Municipality of the District of Lunenburg

Minutes of a Meeting of Policy & Strategy Committee

Via Microsoft Teams and In-Person at 10 Allée Champlain Drive, Cookville

Tuesday, January 19, 2021 – 9:00 a.m.

Attendance:

Deputy Mayor Martin Bell, District 2, Chair
Councillor Kacy DeLong, District 8, Vice-Chair
Mayor Carolyn Bolivar-Getson
Councillor Leitha Haysom, District 1
Councillor Wendy Oickle, District 3
Councillor Pam Hubley, District 4
Councillor Cathy Moore, District 5
Councillor Sandra Statton, District 6
Councillor Michelle Greek, District 7
Councillor Reid Whynot, District 9
Councillor Chasidy Veinotte, District 10

Staff:

Tom MacEwan, Chief Administrative Officer
Alex Dumaresq, Deputy Chief Administrative Officer
Sherry Conrad, Municipal Clerk
Sarah Kucharski, Communications Officer
Joanne Powers, Executive Assistant

1. CALL TO ORDER

Deputy Mayor Bell called the meeting to order at 9:00 a.m. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION

Councillor Greek passed along acknowledgement to MODL Council and staff, from a resident of Scarsdale, for offering the Emergency Assistance Grants to community organizations. The resident was pleased that all organizations were being helped through their tax dollars.

Councillor DeLong thanked Councillor Oickle for joining her on a tour of the Oakland Beach Conservation property.

3. APPROVAL OF AGENDA

Moved by Councillor Moore, seconded by Councillor Haysom that the Agenda be approved as circulated. Carried unanimously.

4. APPROVAL OF MINUTES of December 15, 2020

Moved by Councillor Oickle, seconded by Mayor Bolivar-Getson that the Minutes of the December 15, 2020 Policy & Strategy Committee meeting be approved as circulated. Carried unanimously.

5. BUSINESS ARISING FROM MINUTES – NIL

6. PRESENTATIONS – NIL

7. REFERRAL FROM COUNCIL - NIL

8. STAFF REPORTS

Jeff Merrill, Director of Planning & Development Services; Byung Jun Kang, Planner; Zachary Thompson, Sustainability Planner; Darren Shupe, Senior Planner; Bill Schurman, Director of Recreation Services; Tissy Bolivar, Program Coordinator; Elana Wentzell, Director of Finance; Angela Veinot, Accounting Manager; Stephen Pace, Director of Engineering & Public Works; and Dave Waters, Director of Business Development, Tourism & Infrastructure; were in attendance at the meeting.

8.1 Planning Department

8.1.1 Corporate Greenhouse Gas Emissions Reduction Target

Mr. Thompson presented the report entitled, “PCP Milestone 2” (included in the agenda package).

A brief overview was given, noting that a climate emergency was declared by MODL in 2019 when they joined the Partners for Climate Protection Program (PCP) to help reduce emissions within the Municipality. After achieving Milestone 1 of the program in September 2020, the next step is to set a Greenhouse Gas (GHG) reduction target in order to achieve Milestone 2.

To set the reduction target, a baseline year was chosen and MODL chose 2019. A target year and percentage option then had to be chosen, and staff recommended that MODL choose 2030 (ten years) and presented three attainable options: 45%, 40% or 30%.

Mr. Thompson reviewed what would be necessary in order to reach each of the three targets and their proposed outcomes in detail and discussion followed. One of the main concerns noted was diesel-run waste trucks, and the alternatives available and costs related to same.

It was the consensus of the Committee that Mr. Thompson take into consideration all the discussion that took place at the meeting and look more into EV options for waste vehicles including the costs of charging commercial vehicles, as well as research any pilot projects that may have already been completed.

8.1.2 Proposed Amendments to Private Roads By-law

Councillors Statton and Whynot declared a Conflict of Interest and left the table.

Mr. Kang reviewed the report entitled, "By-law 040A: Amendments to the Private Roads By-law (2021)" (included in the agenda package).

Mr. Kang explained that the purpose of the proposed amendment was to clarify the application process for any landowners living on a private road to enter into a private road agreement with the Municipality. A landowner living on a private road in Camperdown requested that Council establish a private road charge area for Rocky Lake. Staff then realized that forming a non-profit association under the *Societies Act* was still mandatory under the new process, which was not the intent.

There were three main points that staff wanted to point out to the Committee:

1. A new standard was not being introduced for the private roads;
2. They still want the majority of landowners to agree to enter into the agreement; and
3. They still want residents to form registered non-profit associations whenever possible as it removes the liability from each individual.

Moved by Councillor Hubley, seconded by Councillor Veinotte that the Policy & Strategy Committee recommends to Council that Municipal Council gives notice of its intention to adopt By-law 040A, Amendments to the Private Roads By-law (2021), as stated in Appendix A of the staff report dated January 19, 2021 and conduct First Reading of same; and further, that Municipal Council gives notice of Second Reading to consider the adoption of By-law 040A. Carried unanimously.

Councillors Statton and Whynot returned to the meeting.

The Chair requested that an urgent In Camera item be added to the agenda: Item 11.1 - Public Security under Section 22(2)(h) of the *MGA*.

Moved by Councillor Veinotte, seconded by Councillor Greek that Item 11.1 – Public Security under Section 22(2)(h) of the *MGA* be added to the In Camera portion of the Agenda. Motion carried.

8.2.2 Review of MODL Policy 003 Council Members' Remuneration and Expenses

Ms. Conrad reviewed the report entitled, "Review of MODL Policy 003 "Council Members' Remuneration & Expenses Policy". Subsection 23(7) requires that by January 31st immediately following a regular municipal election, that Council shall review the expense and hospitality policies, and, by motion, either re-adopt or amend the policy.

In response to a question, staff advised that they would get clarification on whether Councillors receive travel allowance for travel within their district when on municipal business.

Moved by Councillor Veinotte, seconded by Councillor Whynot that the Policy & Strategy Committee recommends to Council that Municipal Council re-adopt MODL Policy 003 “Council Members’ Remuneration & Expense Policy” and hereby gives seven days’ notice of Council’s intention to re-adopt the Policy at its Council meeting on January 26, 2021. Carried unanimously.

8.2 Finance Department

8.2.1 Re-adoption of Audit Committee Terms of Reference

Ms. Wentzell reviewed the report entitled, “Re-adoption of Audit Committee Terms of Reference” (included in the agenda package).

It was explained that following a municipal election, the Audit Committee Terms of Reference are required to be re-adopted.

Moved by Councillor Moore, seconded by Councillor Statton that the Policy & Strategy Committee recommends to Council that Municipal Council re-adopt the Audit Committee Terms of Reference as presented. Carried unanimously.

8.2.3 Review of MODL Policy 077 Gifts & Hospitality

Ms. Conrad reviewed the report entitled, “Review of MODL Policy 077 “Gifts & Hospitality Policy” (included in the agenda package).

It was explained that following a municipal election, the expense and hospitality policies are required to be re-adopted or amended.

Moved by Councillor Oickle, seconded by Councillor Moore that the Policy & Strategy Committee recommends to Council that Municipal Council re-adopt MODL Policy 077 “Gifts and Hospitality Policy” and hereby gives seven days’ notice of Council’s intention to re-adopt the Policy at its Council meeting on January 26, 2021. Carried unanimously.

8.2.4 Budget Process Presentation

Ms. Wentzell provided an overview of the PowerPoint presentation, “Budget Process 2021/2022” (included in the agenda package). The items included in the presentation were:

- Budget Preparation & Timing
- Capital Budget
 - o Capital Asset Definition
 - o Capital Asset Financing
 - o Capital Project Selection Process
- Gas Tax
 - o Federal Gas Tax Agreement

- Reporting
- Municipal Strategy
- Operating Budget
 - Revenue
 - Expenditures
- Reserves
- 5-Year Financial Strategy

8.3 Administration Department

8.3.1 Strategic Priorities

Ms. Kucharski provided an overview of the presentation entitled, “Strategic Priorities 2021/22” (attached to original minutes). The topics covered were:

- Purpose of a Strategic Priorities Chart
- Consideration of Continuing Priorities:
 - Internet Strategy
 - LaHave River Straight Pipes
 - Accessibility
 - 5-Year Financial Strategy
 - Climate Emergency
 - MODL 2040
 - Lyme Disease
 - Fire Recruitment & Retention
 - Invest in Recreation Infrastructure
- Consideration of Operationalized Priorities:
 - Roads Strategy
 - Lunenburg County Lifestyle Centre
 - Municipal Services Building
- Potential New Priorities:
 - Drought Response Strategy
 - Farmer’s Market Complex
 - Garden Lots Sewer and Water
 - Anti-Racism
 - Cell Coverage
 - Wayfinding Strategy
 - Tipping Fees
 - Public Transit
 - Increased Communications Presence
- Resource Limits
 - New Resources
 - Competing Strategy Development Resource - proposed approach permits two additions from the following options:
 - Drought Response Strategy
 - Anti-Racism Strategy

- Public Transit
- Cell Phone Coverage

Discussion was held in regard to the proposed priorities and the possibility of requiring additional staff in order to successfully meet the needs of the chosen priorities. It was requested that a list of incomplete projects be circulated to Council members for their review.

Councillors were asked for their two top priorities. The results were:

- Drought – 9
- Anti-Racism – 8
- Public Transit – 1
- Cell Phone Coverage – 4

After further discussion, it was determined that the Committee required more information before making a decision on the strategic priorities, therefore, more information and options would be brought forward at the February meeting.

9. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS

9.1 Update - The Bridgewater & Area Chamber of Commerce (Councillor Haysom)

Councillor Haysom remarked that she enjoyed being involved with this Board; they are active, engaged, fun and results driven. She provided an update on some of the activities the Bridgewater & Area Chamber of Commerce is offering: lunch and learns, sponsored bus ridership over the holidays, working on a new website, and offering FaceBook Live Events with Meet the Mayor on February 3, 2021.

Mr. Merrill, Mr. Kang, Mr. Thompson, Mr. Shupe, Mr. Schurman, Ms. Veinot, Mr. Waters and Ms. Bolivar left the meeting.

10. ADDED ITEMS - NIL

11. IN CAMERA

At 12:27 p.m., it was moved by Councillor Greek, seconded by Mayor Bolivar-Getson that the Policy & Strategy Committee go In Camera to discuss:

Item 11.1 – Public Security under Section 22(2)(h) of the MGA. Motion Carried.

Policy & Strategy Committee *In Camera* in session.

At 1:31 p.m., it was moved by Councillor Whynot, seconded by Councillor Veinotte that the Policy & Strategy Committee come out of *In Camera* and return to open session. Motion carried.

Policy & Strategy Committee in session.

12. NEXT MEETING – February 16, 2021 – 9:00 a.m.

13. ADJOURNMENT

There being no further business at 1:32 p.m., it was moved by Councillor Whynot, seconded by Councillor DeLong that the meeting adjourn. Carried.