

Municipality of the District of Lunenburg
Minutes of a Meeting of Policy & Strategy Committee
Via Microsoft Teams at 10 Allée Champlain Drive, Cookville
Tuesday, February 16, 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 - NIL

3. APPROVAL OF AGENDA

Moved by Councillor DeLong, seconded by Councillor Greek that the Agenda be approved as circulated. Carried unanimously.

4. APPROVAL OF MINUTES of January 19, 2021

Moved by Councillor Oickle, seconded by Mayor Bolivar-Getson that the Minutes of the January 19, 2021 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; Bill Schurman, Director of Recreation Services; Elana Wentzell, Director of Finance; and Dave Waters, Director of Business Development, Tourism & Infrastructure, were in attendance at the meeting.

8.1 Administration Department**8.1.1 Proposed Amendments to MODL Policy 001 – Proceedings of Council**

Ms. Conrad reviewed the report entitled, “Proposed Amendments to MODL Policy 001 Proceedings of the Council” (included in the agenda package). Staff was directed by Council to revise MODL Policy 001 to allow for livestreaming of Council meetings; the retention of audio recordings on MODL’s website for two years; to move older recordings to an outside platform; to not allow physical attendance by members of the public at meetings during pandemics when attendance at meetings is restricted; and to allow presentations virtually.

It was explained that the cost associated with livestreaming Council meetings was approximately \$25.00 per month or \$49.99 per month if other Committee meetings were included.

Staff was requested to see if the Committee of the Whole recordings were saved on the Cloud when they were removed from the old MODL website.

Moved by Councillor Moore, seconded by Councillor Greek that the Policy & Strategy Committee recommend to Council that Municipal Council approve the proposed amendments to MODL Policy 001 Proceedings of the Council, as presented, and hereby gives seven (7) days' notice of Council's intention to approve the proposed amendments to Policy 001 at the February 23, 2021 Council meeting. Carried unanimously.

8.1.2 Proposed Amendments to MODL Policies 002 – Committees & 038 Public Participation to Council & Audit & Finance Committee

Ms. Conrad reviewed the report entitled, “Proposed Amendments to MODL Policies 002 – Committees & 038 Public Participation to Council & Audit & Finance Committee”.

Moved by Councillor Hubley, seconded by Councillor DeLong that the Policy & Strategy Committee recommend to Council that Municipal Council approve the proposed amendments to Section 3.1 of MODL Policy 002 "Committees", as presented, and hereby

gives seven (7) days' notice of Council's intention to approve the proposed amendments at the February 23, 2021 Council meeting. Carried unanimously.

Moved by Councillor Greek, seconded by Councillor Veinotte that the Policy & Strategy Committee recommend to Council that Municipal Council approve the proposed amendments to MODL Policy 038 "Public Presentations to Council & Audit and Finance Committee", as presented, and hereby gives seven (7) days' notice of Council's intention to approve the proposed amendments at the February 23, 2021 Council meeting. Carried unanimously.

8.1.3 Reporting of Committees/Boards to Council

Ms. Conrad explained that not all Council members serve on or attend all committee meetings, therefore, they are not always aware or up to date on the matters and activities of the committees or boards.

Upon staff's review of the chart of all committees, it was their suggestion that a Councillor be prepared to report on three top things:

- Significant decisions relating to a strategic priority of Council
- Issues that have ramifications with other committee and boards
- Financial issues (i.e., contracts entered into for three (3) or more years, purchases or contracts worth more than \$25,000, purchase or sale of land, or if the budget is to be exceeded)

Staff recommended that Option 1, all committee and board agendas, approved minutes, and monthly reports, be circulated to Council via administrative staff. It is the responsibility of Councillors to forward the information to staff, and staff forward to Council. It also recommended that it be left up to Councillors to bring forward verbal reports to Council when they felt they had significant information to report. Guidelines will be prepared for Councillors.

Moved by Councillor Oickle, seconded by Councillor Moore that the Policy & Strategy Committee recommend to Council that Municipal Council approve Option 1 for Committee & Board Reporting to Council. Carried unanimously.

8.1.4 Discussion re Public Transit

Council had directed staff to send a request to the Town of Bridgewater requesting they extend their transit route to include Osprey Village. The Town then requested a proposal be submitted.

Mr. MacEwan provided a verbal report on a possible public transit route for Osprey Village. A map was presented indicating a proposed route and stops at Cookville Irving, Canadian Tire, Walmart, Stonemont Complex (once constructed), MODL Municipal Services Building, Best Western Plus, and Boston Pizza/Staples; all totaling 4.5 kilometres in length and approximately 15 minutes in time.

Discussion was held around the possibility of a stop at Cooks Lane carpool parking lot and possible changes to the other suggested stops, as well as possible forms of funding. It was the consensus of Council that the proposed transit route presented be forwarded to the Town of Bridgewater.

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

9.1 Update on South Shore Housing Action Coalition (Councillor DeLong)

Councillor DeLong provided an update on the activities of the South Shore Housing Action Coalition. She reported that all new Councillors were brought up to date on the Committee, some visioning work was done, and a working group was formed of all the municipal elected officials. They plan to meet every other month to ensure work on housing at the municipal level would continue without duplicating efforts.

Mayor Bolivar-Getson advised that the Nova Scotia Federation of Municipalities (NSFM) planned to put forward a recommendation to the Province that someone from the NSFM Board be a member of the newly formed Nova Scotia Affordable Housing Commission so there would be a representative on the Commission to speak for all municipalities. In December, a letter was sent to Minister Porter, Nova Scotia Department of Municipal Affairs and Housing, asking that a member of NSFM be placed on the Commission, and the reply from the Minister advised that they did not want an elected official sitting on the Commission. NSFM then requested that Juanita Spencer, Executive Director, be appointed to the Commission, but, once again, was turned down. NSFM plans to meet with the new Premier on this matter; and, if there is a cabinet shuffle, they will meet with the new Minister as well.

9.2 Street Lights (Mayor Bolivar-Getson)

Moved by Mayor Bolivar-Getson, seconded by Councillor Moore that Policy & Strategy Committee direct staff to prepare costing information on streetlights in Osprey Village for consideration during the 2021-22 budget deliberations.

It was reported that in 2019, the Bridgewater Best Western Plus Hotel & Convention Centre, requested streetlights be installed along Highway 10 in front of the hotel as a safety measure. At that time, the Committee decided to wait until Nathan Cirillo Drive and the Municipal Services Building were constructed to see what was required for lighting before installing streetlights in the area.

The Committee was advised that lighting was being included in the draft 2021-22 budget.

It was also suggested that streetlights be installed along Highway 10 from Cookville Irving to Osprey Village and further along Highway 10 past the Municipal Services Building towards Cookville, as there are a number of people that walk in that area on a regular basis.

It was also suggested that consideration be given to the kind of lighting that is most environmentally sound.

Motion carried unanimously.

Mr. Merrill, Mr. Kang, Mr. Thompson, Mr. Schurman, and Ms. Wentzell left the meeting.

10. ADDED ITEMS - NIL

11. IN CAMERA

At 11:00 a.m., it was moved by Councillor Oickle, seconded by Mayor Bolivar-Getson that the Policy & Strategy Committee go In Camera to discuss: Item 11.1 – Internet Project under Section 22(2)(e) of the MGA. Motion Carried.

Dave Waters, Director of Director of Business Development, Tourism & Infrastructure, was in attendance.

Policy & Strategy Committee *In Camera* in session.

At 11:19 a.m., it was moved by Councillor Greek, seconded by Councillor Haysom that the Policy & Strategy Committee come out of *In Camera* and return to open session. Carried.

Policy & Strategy Committee in session.

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

13. ADJOURNMENT

There being no further business at 11:21 a.m., it was moved by Councillor Whynot, seconded by Councillor DeLong that the meeting adjourn. Carried.