

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
POLICY & STRATEGY COMMITTEE
Held in Council Chambers, 210 Aberdeen Road, Bridgewater, NS
Tuesday, February 18, 2020 – 9:00 a.m.

ATTENDANCE

Mayor Carolyn Bolivar-Getson
Deputy Mayor Eric Hustvedt, District 1, Chair
Councillor Martin Bell, District 2
Councillor Lee Nauss, District 3
Councillor John Veinot, District 4
Councillor Cathy Moore, District 5
Councillor Claudette Garland, District 6, Vice Chair (arrived at 9:05 a.m.)
Councillor Wade Carver, District 7
Councillor Michael Ernst, District 8
Councillor Reid Whynot, District 9
Councillor Errol Knickle, 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 Hustvedt called the meeting to order at 9:00 a.m.

2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION

Councillor Ernst advised that both the Chester Village Commission and the Town of Mahone Bay Council have passed resolutions not supporting the development of any open pen salmon farms within Mahone Bay or any other area of Nova Scotia.

3. PUBLIC INPUT

Mr. Dumaresq declared a Conflict of Interest and stepped away from the table.

Derek Purcell of 238 Pentz Road expressed concern with Council's decision to postpone their decision on open net pen fishing. He drew the Committee's attention to a Department of Fisheries and Oceans' commissioned study published February 5, 2020, regarding the state of salmon aquaculture technologies, and even though it is targeted towards British Columbia, it is a universal study that applies worldwide. His report validates the perspectives of both sides, for and against.

Councillor Garland arrived at 9:05 a.m.

Mr. Dumaresq returned to the table.

4. APPROVAL OF AGENDA

Moved by Councillor Nauss, seconded by Councillor Moore that the Agenda be approved as circulated. Motion carried.

5. APPROVAL OF MINUTES

Moved by Mayor Bolivar-Getson, seconded by Councillor Whynot that the Minutes of the January 21, 2020 Policy & Strategy Committee meeting be approved as circulated. Motion Carried

6. BUSINESS ARISING FROM MINUTES

6.1 2020 Municipal Election Office

Ms. Conrad reported that at the January 21, 2020 Policy & Strategy Committee meeting, staff was directed to follow up on several suggestions of possible rental spaces for the establishment of the 2020 Municipal Election office. The office has to be wheelchair accessible and should ideally have two offices, a meeting room and access to a kitchenette. Staff investigated a number of locations but found 373 King Street to be the best location.

Moved by Councillor Whynot, seconded by Councillor Carver that the Policy and Strategy Committee recommends to Council that Municipal Council establish the 2020 Election Office at 373 King Street, Bridgewater, commencing May 1, 2020. Carried unanimously.

7. PRESENTATIONS - NIL

8. REFERRAL FROM COUNCIL

8.1 First Lego League Team – Let’s Protect the Bees

Mr. Dumaresq discussed the presentation made to Council on February 11, 2020 by the First Lego League Team of the Centre Scolaire de la Rive Sud entitled, “Let’s Protect the Bees”, and advised that staff is looking for direction as it is their opinion that it could be an excellent fit with the new Sustainability Committee, or as a crossover both with recreation programming or as part of the climate change initiative.

A suggestion was made that as part of the Sustainability Committee’s mandate, the creation of a Conservation Policy be considered.

Moved by Councillor Ernst, seconded by Councillor Bell that the Policy and Strategy Committee refer the request from the First Lego League Team – Let’s Protect the Bees to staff for consideration in the development of the Municipality’s Climate Action Plan. Carried unanimously.

9. STAFF REPORTS

Jeff Merrill, Director of Planning & Development; Byung Jun Kang, Planner; and Norma Schiefer, Development Officer; were in attendance at the meeting.

9.1 Planning Department

9.1.1 Private Road By-law Amendment

Councillors Garland and Whynot declared a Conflict of Interest as they belong to Homeowners' Road Associations.

Mr. Kang provided an overview of the proposed Private Roads By-law including the directions given at the January 21, 2020 meeting of the Policy & Strategy Committee, containing these revisions:

- Creation of an alternative process,
- Lowering of thresholds for the petition and the budget approval processes down to "more than 50%", and
- Simplification of the existing by-law to reflect the current situation of private roads

Mr. Kang reviewed the following sections of the by-law affected by the new regulations, as outlined in the PowerPoint presentation (included in the agenda package):

- Section 3 – Pre-requisite
- Section 8 – Collection by Request
- Section 10 – Annual Budgets
- Section 15 – Liens
- Section 17 – Charge Collection Notice
- Section 22 – Termination
- Section 24 – Fees Policy Amendment

Planning staff plan to create information materials for landowners including an online guide, legal frequently asked questions, recommended standards for private roads and a model society by-law.

Moved by Councillor Nauss, seconded by Councillor Bell that the Policy and Strategy Committee recommends to Council that Municipal Council give notice of its intention to repeal the By-law Respecting the Maintenance and Improvement of Private Streets approved by Council on April 12, 2005 and amended on February 14, 2006, October 9, 2007 and February 17, 2009 and replace it with the Private Roads By-law and conduct First Reading of the same; and further, that Municipal Council direct staff to develop supplementary materials regarding road maintenance for the residents living on a private road. Carried unanimously.

Moved by Councillor Ernst, seconded by Councillor Carver that the Policy and Strategy Committee recommends to Council that Municipal Council amend Section 5.0 of Policy MDL-58 Fees by adding the following wording “, with the exception of the Private Road Maintenance and Improvement Charge” to the end of the sentence and hereby gives Notice that Council will be considering the adoption of the amendment at the February 25, 2020 Council meeting. Carried unanimously.

Mr. Merrill, Mr. Kang and Ms. Schiefer left the meeting.

Councillors Garland and Whynot returned to the table.

9.2 Administration Department

Stephen Pace, Director of Engineering and Public Works was in attendance at the meeting.

9.2.1 Repeal and Replacement of Council's Safety Policy

Mr. Dumaresq discussed the Repeal and Replacement of Council's Safety Policy on behalf of the Ad Hoc Staff Safety Committee.

Working with Stewart Sampson, Consultant, Safety Services Nova Scotia, the staff steering committee completed a review of the existing safety program and developed a proposed structure for the updated program. The changes ensure the focus of the program is to provide a safe workplace that meets all regulatory requirements and that there is clarity of roles.

Councillor Whynot left the meeting at 10:34 a.m. to attend a fire call.

The philosophy of the Safety Program is that Management, under the Chief Administrative Officer (CAO), is responsible for the implementation of the program. The Joint Occupational Health and Safety Committee's role is to observe and advise of areas that are functioning as intended and areas where improvement is required. The Deputy CAO is the CAO safety designate who will work with the Administration Department to set up the required data basis.

The following safety processes create the structure of the functioning and effective Safety Program:

- Joint Occupational Health and Safety Committee
- Occupational Health and Safety Training
- Hazard Identification and Risk Assessment
- Inspections
- Incident Reporting and Investigation
- Right to Refuse
- Chemical Handling
- Contractor Safety
- Emergency Management
- Violence in the Workplace
- Document Creation and Review

Moved by Councillor Veinot, seconded by Mayor Bolivar-Getson that the Policy and Strategy Committee recommends to Council that Municipal Council repeal MDL-52 Municipal Safety Program Policy and Safe Work Practices approved by Council on October 13, 2009 and amended on October 23, 2012 and replace it with the proposed new Occupational Health and Safety Policy, as presented, and hereby gives seven (7) days' notice of its intention to repeal Policy MDL-52 and adopt a new Policy MDL-52 at the February 25, 2020 Council meeting. Carried unanimously.

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

10.1 Election Signage (Councillor Bell)

Councillor Bell wanted to have a discussion with all Committee members regarding election signage prior to the October Municipal Election, and stated the main concern is for the environment as there is no source to recycle election signs.

It was noted that some municipalities in Nova Scotia have restrictions or bans in place regarding election signage but MODL does not. It was felt that signage for all levels of government (federal, provincial and municipal) should be limited or banned.

Councillor Whynot returned to the meeting at 11:05 a.m.

Staff were directed to explore by-laws of other municipalities that relate to the intention of the ban of election signs.

11. **ADDED ITEMS - NIL**

12. **IN CAMERA**

At 11:09 a.m., it was moved by Councillor Whynot seconded by Councillor Carver that the Policy & Strategy Committee go In Camera to discuss:

- 12.1 Sale of Municipal Land re Osprey Village under Section 22(2)(a) of the MGA**
- 12.2 Contract Negotiations re LCLC under Section 22(2)(e) of the MGA**

Motion carried.

Policy & Strategy Committee *In Camera* in session.

At 11:47 a.m., it was moved by Councillor Whynot, seconded by Councillor Moore that the Policy & Strategy Committee come out of *In Camera* and return to open session. Carried.

Policy & Strategy Committee in session.

13 **NEXT MEETING – March 17, 2020 – 9:00 a.m.**

14. **ADJOURNMENT**

There being no further business at 11:48 a.m., it was moved by Councillor Bell, seconded by Councillor Moore that the meeting adjourn. Carried.