



AGENDA

Town of Lunenburg Council Meeting

Tuesday, October 12, 2021 at 6:00 p.m.

Lunenburg Town Hall, 120 Townsend Street

-
1. Call to Order – Mayor Risser
 2. Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People – Mayor Risser
 3. Agenda

Motion: moved and seconded approval of the agenda.

4. September 27 and 28, 2021 Council Meeting Minutes

Motion: moved and seconded approval of the September 27 and 28, 2021 Council meeting minutes.

5. Public Hearings, Presentations and Questions
6. Correspondence, Petitions and Proclamations Consideration (Nil)
7. Business Arising from the Minutes/Unfinished Business (Nil)
8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion (Nil)
9. New Business (Nil)
10. Meet in camera

Motion: moved and seconded to meet in camera to consider the following matters pursuant to section 22 (2), Municipal Government Act:

- Sale of Town Land at 17 Tannery Road; and
- 97 Kaulbach Street Leases.

11. Resumption of Council meeting in public session - motion to consider any in camera meeting notices of motion and/or recommendations pursuant to section 22 (3), Municipal Government Act

12. Adjournment – Mayor Risser

Agenda items awaiting staff reports, etc. for further consideration

<u>Agenda Item</u>	<u>Assigned to</u>	<u>Council Meeting Assigned</u>	<u>Status</u>	<u>Anticipated Return Date</u>
Watershed boundary extension and land management plan with external resources	Public Works	October 13, 2020	Town Engineer will prepare a report for draft Budget 2021/22 consideration	October 26, 2021 Council meeting
Town Public Act Policy review re: Cultural Action Plan and budget priorities	Corporate Services	September 28, 2021	Assistant Municipal Clerk will prepare a follow-up report	November 23, 2021 Council meeting

Please note - members of public asked to contact Town Office at 902 634 4410 to determine if there is available seating; live broadcast on Town's YouTube channel; and agenda subject to change.

TOWN OF LUNENBURG COUNCIL MEETING MINUTES

WEDNESDAY, SEPTEMBER 27, 2021 AT 5:30 P.M.

LUNENBURG COUNCIL CHAMBER, 120 TOWNSEND STREET

PRESENT: Mayor Matt Risser
Deputy Mayor Peter Mosher
Councillor Jenni Birtles
Councillor Melissa Duggan
Councillor Stephen Ernst
Councillor Ed Halverson
Councillor Susan Sanford

ALSO PRESENT: Bea Renton, Chief Administrative Officer
John MacPherson, Q.C., Town Lawyer
Brenda Fair, Fairwinds Training and Development
John Zettler, Fairwinds Training and Development

1. Call to Order

The Mayor called the meeting to order at 5:30 p.m.

2. Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People

The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.

3. Agenda

Motion: moved and seconded approval of the agenda. Motion carried.

4. Council Meeting Minutes Approval (Nil)

5. Public Hearings, Presentations and Questions (Nil)

6. Correspondence, Petitions and Proclamations Consideration (Nil)

7. Business Arising from the Minutes/Unfinished Business (Nil)

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion (Nil)

9. New Business (Nil)

10. Meet in camera

Motion: moved and seconded to meet in camera to consider personnel matters pursuant to section 22, Municipal Government Act. Motion carried.

11. Resumption of Council meeting in public session

The public portion of the Council meeting resumed at 7:30 p.m. approx. The Mayor advised that there were no recommendations to report from the Council in camera meeting.

12. Adjournment

The meeting was adjourned at 7:30 p.m. approx. by the Mayor.

Bea Renton, CAO

TOWN OF LUNENBURG COUNCIL MEETING MINUTES

TUESDAY, SEPTEMBER 28, 2021 AT 6:00 P.M.

LUNENBURG COUNCIL CHAMBER, 120 TOWNSEND STREET

PRESENT: Mayor Matt Risser
Deputy Mayor Peter Mosher
Councillor Jenni Birtles
Councillor Melissa Duggan
Councillor Stephen Ernst
Councillor Ed Halverson
Councillor Susan Sanford

ALSO PRESENT: Devin Casario, Economic Development/Funding Manager
Ann Covey, Secretary
Lisa Dagle, CPA, CGA, Finance Director
Bea Renton, Chief Administrative Officer

1. Call to Order

The Mayor called the meeting to order at 6:00 p.m.

2. Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People

The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.

3. Agenda

Motion: moved and seconded approval of the agenda. Motion carried.

4. September 14 and 15, 2021 Council Meeting Minutes

Motion: moved and seconded approval of the September 14 and 15, 2021 Council meeting minutes. Motion carried.

5. Public Hearings, Presentations and Questions

a. Citizens for Public Transit Update - Megan Williams and Penny Mundell

CPT Board members presented an update on their activities (**Schedule A**). They have met with the Towns of Mahone Bay and Bridgewater and Municipality of the District of Lunenburg Councils to provide this update and seek their support as well for the expansion of local public bus service throughout all four communities. The expansion of local transit services beyond the Town of Bridgewater's current service could be facilitated through the formation of a transit authority comprised of membership from the four municipalities. Their annual general meeting is in October to further report on these and other initiatives.

Council thanked them for their presentation.

6. Correspondence, Petitions and Proclamations Consideration (Nil)

7. Business Arising from the Minutes/Unfinished Business

- a. Wastewater Treatment Plant Upgrades and Treated Effluent Outfall Extension Proposed Implementation Plan – CBCL report presentation by Sarah Ensslin, P.Eng.

Ms. Ensslin presented a summary of recommended action items (Schedule B) based on their predesign work.

Motion: moved and seconded approval of the proposed implementation plan for Wastewater Treatment Plant upgrades and treated effluent outfall extension as outlined in the CBCL summary report (Schedule B) prioritizing the expansion of the Plant and essential items if required. Motion carried.

- b. Wastewater and Water Treatment Quarterly Information Reports

These reports were received for information (Schedule C).

- c. Proposed Budget 2022/23 Capital Budget Pre-Approval for the Purchase of the Second Phase of the Wastewater Lift Stations Radio and Control Upgrade Project

Motion: moved and seconded that the budget for the Wastewater Treatment Plant flow metering project be increased from \$84,000 to \$102,200 by giving pre-approval of the budget for Phase 2 of the lift station radio and control upgrade at \$102,200, including HST so Phase 2 can immediately proceed to award and construction early in fiscal 2022/23 (Schedule D). Motion carried.

- d. Province of NS Acknowledgement of Town's Accessibility Plan

The letter was received for information regarding requirement for progress report updates.

- e. Comprehensive Community Plan Second Quarterly Report 2021/22

The CAO gave an overview of the report (Schedule E).

Council discussed the potential naming of the Tannery Road seawall trail area and funding for a recreation and cultural facilities needs assessment outlined in the CCP for future consideration.

- f. 2021/22 Capital and Operating Budget Variance Information Report

The Finance Director presented the report (Schedule F) for Council information.

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion

a. Joint Occupational Health and Safety Committee September 8 Meeting Minutes September 2, 2021 – 1 x Recommendation

Motion: moved and seconded the 2021 review confirmation of the Town's Occupational Health and Safety Policy (Schedule G) with no changes required as per section 27 (1) (c), NS Occupational Health and Safety Act. Motion carried.

The following minutes were received for information only.

b. REMO Minutes July 19, 2021

c. Project Lunenburg Steering Team September 8 Meeting Minutes – 2 x Recommendations for Council in camera September 28, 2021 Meeting

9. New Business (Nil)

10. Meet in camera

Motion: moved and seconded to meet in camera to consider the following contractual negotiations for: building inspection; Town facility rentals; and heritage consultant study pursuant to section 22 (2) (e), Municipal Government Act. Motion carried.

7:27 p.m. – 7:47 p.m. – Council held a recess and then met in camera.

11. Resumption of Council meeting in Public Session

The public portion of the Council meeting resumed at 7:47 p.m. The following Council in camera meeting recommendations were considered by Council.

Motion: moved and seconded -

1. Pursuant to section 60 of the Municipal Government Act, a municipality may agree with one or more municipalities to provide municipal services including any service provided by the municipality.
2. The Town entered into an Agreement with the Municipality of the District of Lunenburg for the provision of services of qualified and certified building officials for carrying out inspections under the Building Code Act and Regulations, Town of Lunenburg Building Bylaw and all other related legislation, regulatory provisions, and Codes on an as needed basis, which agreement expired on September 1, 2021 and is proposed to renew to September 1, 2024.
3. The Town agrees to enter into the Agreement attached (Schedule H) and the Mayor and CAO/Clerk are authorized to execute the Agreement on behalf of the Town and to affix the municipal seal thereto.

Motion carried.

Motion: moved and seconded to deny the LAGS Victoria Road building storage request (Schedule I). Motion carried.

12. Adjournment

The meeting was adjourned at 7:47 p.m. by the Mayor.

Bea Renton, CAO