

TOWN OF LUNENBURG
COUNCIL MEETING MINUTES

October 24, 2023 | 6 pm

Lunenburg Town Hall – Council Chamber and virtually through Zoom



Present	Mayor Jamie Myra, Councillors Jenni Birtles, Stephen Ernst, Ed Halverson, Melissa Duggan and Susan Sanford (via Zoom)
Absent	Deputy Mayor Peter Mosher
Also present	Jamie Doyle, CAO Lisa Dagley, Director of Finance Tyson Joyce, Director of Public Works Arthur MacDonald, Director of Community Development Michael Best, Communications Manager Kayla Byrne, Municipal Clerk
Call to Order	The Mayor called the meeting to order at 6 p.m.
Land acknowledgment	The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.
Approval of Agenda	Moved and seconded that Council approve the agenda for the October 24, 2023, meeting as presented. <p style="text-align: right;">Motion carried unanimously</p>
Approval of Minutes	Moved and seconded that Council approve the October 10, 2023 meeting minutes as presented. <p style="text-align: right;">Motion carried unanimously</p>
Public input for Council meetings	Rachel Bailey, a representative from the Lunenburg Academy Foundation, spoke about the Lunenburg Academy Cost Analysis, noting that the rental revenue for the year covers the operating costs and that the presented projected costs to the average taxpayer would only occur if the Town proceeds with all capital projects suggested for the next five years and if no other funding partners contributed additional funds. Bailey noted (LAF) will continue to contribute to the academy. Heather Smith-Langille expressed concerns over the 2021 rezoning of

lower Green Street per the Land-Use Bylaw.

Martin Salvador inquired about an update on a Council motion concerning the benefits of the Lunenburg RV Park and Campground.

Presentations None.

Correspondence None.

LUB Amendment: Provisions for Off-site Signage Staff summarized a report to amend the Land-Use Bylaw to accommodate businesses on land-locked properties served by a right-of-way to a street.

Council held a public hearing on the proposed amendment. No written or verbal submissions on the proposed amendment were received.

Moved and second that Council close the public hearing at 6:11 p.m.
Motion carried unanimously

Moved and seconded that Council give second and final consideration to the amendments to the Land-Use Bylaw, as presented in Attachment D, to allow for the erection of off-site ground signage for landlocked businesses.

Motion carried unanimously

Rezoning Upper Hall Street from Industrial Use Zone to Institutional Use Zone Staff summarized a report to amend the Land-Use Bylaw to change the zoning of Upper Hall Street (PID 60726403) from an Industrial (M) Zone to an Institutional (INS) Use Zone.

Council held a public hearing on the proposed amendment. Written submissions were included in the agenda package as a part of the minutes from the Planning Advisory Committee’s Public Participation Meeting. A member of the public also provided a verbal submission, inquiring about a traffic assessment, contact with the school, noise levels and air quality concerning the lot’s proximity to Stelia.

Moved and second that Council close the public hearing at 6:15 p.m.
Motion carried unanimously

Moved and seconded that Council give second and final consideration to the amendments to the Land-Use Bylaw, as presented in

Attachment E, to allow for the rezoning of Upper Hall Street (PID 60726403) to Institutional (INS) Use Zone.

Motion carried unanimously

Divestiture of Upper Hall Street

Staff summarized a report on the proposed divestiture of Upper Hall Street. Council received no comments from the public on this item.

Moved and seconded that Council direct staff to proceed with the divestiture of Upper Hall Street, known as PID 60726403, for the possible relocation of Harbour View Haven and authorize the CAO to enter into a Purchase and Sales Agreement and report back to Council.

Motion carried unanimously

Lunenburg Academy Cost Analysis

Staff summarized the Lunenburg Academy Cost Analysis, which details a projected five-year budget for the building, including operating expenses, revenues and project costs. Staff noted the analysis did not assume any future grants or alternative funding.

Councillors inquired about a municipal reserve for Lunenburg Academy.

Committees Policy: Repeal and Replace

Moved and seconded that Council repeal the Committees of Council Policy and replace it with the new Committees Policy as presented.

Motion carried unanimously

Repeal of Policies – Decision

Moved and seconded that Council repeal the following Town of Lunenburg policies:

1. Audit Procurement
2. Billings for the LDFD Non Fire Emergency Duties
3. Capital Contributions Electric Light
4. Cascade Systems Policy S C B A Air Refill
5. Development Agreements
6. Electric Light Utility Collection Procedure Policy
7. Emergency Spills Response
8. Fire Extinguisher Training
9. Information Technology Use
10. Loan of Town Equipment and Use of Town Labour by Outside Organizations
11. Motor Vehicle Evaluation and Replacement
12. Planning Applications

- 13. Public Works Department Risk Management
- 14. Recreation Dept Risk Management Strategy
- 15. Water Testing Procedure
- 16. Water Utility Collection Procedure Policy Statement
- 17. Complaints Process Policy
- 18. Installation and Verification of Water Electric Meters and Billing
- 19. Parking Meter Fees

Motion carried unanimously

Attendance update Councillor Sanford joined the meeting via Zoom at 6:49 p.m.

Lunenburg County Accessibility Advisory Committee (LCAAC) Appointment Moved and seconded that Council appoint Scott Lutes to the Lunenburg County Accessibility Advisory Committee for a two-year term.

Motion carried unanimously

Anti-Racism and Anti-Discrimination Inter-Municipal Agreement Moved and seconded that Council approve executing the Inter-Municipal Regional Anti-Racism and Diversity Agreement with the other units within Lunenburg County to provide for coordinated Anti-Racism and Diversity services as outlined in the agreement and that the Municipality of the District of Chester will host the position providing office space and support.

Motion carried unanimously

Snow Removal Policy – Notice Moved and seconded that Council give notice to repeal Policy #41, the Snow Plowing/Salting/Hauling Snow from Street Policy, and replace it with the new Snow Removal Policy as presented.

Motion carried unanimously

Victoria Road Water and Resurfacing Moved and seconded that Council approve a revised 2023/24 Water Utility Capital Budget for the Victoria Road Watermain Renewal project in the amount of \$430,000 with funding from the Water Utility’s Depreciation Funds.

Motion carried unanimously

Moved and seconded that Council award the Victoria Road Resurfacing and Watermain Renewal Tender to Atlantic Road Construction and Paving for the amount of \$418,686 + HST.

Motion carried unanimously

Proposed Built Moved and seconded that Council direct staff to send a letter to the

Environment Accessibility Standard	NS Accessibility Directorate outlining the Town’s concerns with the NS Built Environment Standards as presented in Attachment A. Motion carried unanimously
Dares Lake Watershed and MODL 2040 Zoning	Moved and seconded that Council supports the Municipality of the District of Lunenburg (MODL)’s initiative to undertake and implement land use zoning provisions for the Dares Lake natural watershed area subject to MODL’s consideration of the comments presented in Attachment A. Motion carried unanimously
	Moved and seconded that Council direct staff to establish a source water protection advisory committee and terms of reference and invite MODL Council to consider joining the committee and reviewing the proposed terms of reference. Motion carried unanimously
In camera	Moved and seconded that Council move in camera at 7:28 p.m. to discuss agenda item 12.1 Acquisition, sale, lease and security of municipal property as per the Municipal Government Act. Motion carried unanimously
Recess	Before discussing any in camera items, the Mayor called a brief recess at 7:28 p.m.
Revert to open session	Council reverted to open session at 7:50 p.m. with no items to report.
Adjournment	There being no further business, the October 24, 2023 Council meeting adjourned at 7:50 p.m.

The minutes were read and approved.