MINUTES
TOWN COUNCIL MEETING

October 10, 2017

Those in attendance:  Mayor David Mitchell
Deputy Mayor Andrew Tanner
Councillor Cheryl Fougere
Councillor Michael Graves
Councillor Jennifer McDonald
Councillor Bill McInnis
Councillor Wayne Thorburne

Also present:  Richard MacLellan, Chief Administrative Officer
Larry Feener, Town Engineer
Dawn Keizer, Director of Finance
Jessica McDonald, Director of Planning
Leon de Vreede, Sustainability Planner
Sandra Porter-Lowe, Executive Assistant

1. ORDER
Minutes of a meeting of Town Council for the Town of Bridgewater, held in the Council Chambers of Town Hall, 60 Pleasant Street, Bridgewater, Nova Scotia on Monday, October 10, 2017, commencing at 6:00 p.m..

2. ADDITIONS / DELETIONS TO AGENDA
Town Council for the Town of Bridgewater accepted the October 10, 2017 Town Council meeting agenda as circulated by unanimous consent.

3. ANNOUNCEMENTS
Mayor David Mitchell gave an opportunity for members of Council to provide the public with details of upcoming events in the community.

Councillor Michael Graves noted two events. The United Way’s Bikes for Kids program starts on Saturday September 23, and ends on Sunday November 5. New or gently used bikes can be left at Centre Court in Bridgewater Mall, after which volunteers will spruce them up. Each year, approximately 65 bikes are distributed.

The Whimsical Children’s Store provides a place where children can shop to purchase gifts ‘that will amaze, wow or even cause the gift recipient to howl with laughter’. What makes the experience so unique is that only the child knows what’s under the wrapping. The Whimsical Children’s Christmas Store needs new or gently used items that a child between the ages of 3 – 12 years old would like to purchase as a gift for a parent or loved one. Items can be dropped off at the ARK located on King Street Bridgewater Monday to Friday (9:00 a.m. to 2:30 p.m.). A new location for drop-offs has been introduced this year at Centre Court Bridgewater Mall.

Councillor Wayne Thorburne provided information about some upcoming Museum events. Ada’s Tea Party will be held on Sunday, October 15 at 2 pm at DesBrisay Museum. Along with refreshments, there will be musical entertainment and a silent auction. Tickets are available at the Museum for $10 each, and this fundraiser is sponsored by the Friends of DesBrisay Museum Society.

A Strategic Planning Session for DesBrisay Museum’s external Stakeholders session will be held on Tuesday, October 17 at 6:30 at the Bridgewater Fire Hall.
A hands-on Sampler Workshop for adults will be held at the Museum on Wednesday, October 18 at 2 pm. Pre-registration is required; however, there is no fee for this workshop. The program will be led by guest host Jennifer Winter.

Join Peter Oickle for a tour of the cemetery on Saturday, October 21 at 2 pm. Peter will be focussing on Bridgewater's military history for this tour. There is a fee of $5.00 for this event.

Mayor David Mitchell introduced the Town's new Chief Administrative Officer Richard MacLellan, and welcomed him to the Town's employ.

4. DELEGATIONS

There were no scheduled delegations; however, Mayor Mitchell gave opportunity, as per the Town's Delegation Policy, for those in the gallery to speak to Council.

Resident Del Trobak encouraged Council to innovate regarding 'roaming cats', instead of basing recommendations on programs carried out in other municipalities. Mr. Trobak suggested that Council initiate a live-trap program which could be aimed at raccoons in addition to roaming cats. With random timing, the speaker suggested that such a program could be very effective and low-cost. A trapping program could be coupled with a voluntary tag similar to what is offered for dogs in Bridgewater, allowing notification of owners if a cat was caught. The owners could then be charged a 'substantial fee' to cover costs of the program. Cats not claimed within a specified period could be euthanized.

Mr. Trobak suggested that such a program should be preceded by an extensive advertising campaign which would emphasize that roaming cats are pests, and that they annoy other residents of Bridgewater. Cats are very destructive animals, to birds, small mammals and amphibians.

Mayor Mitchell thanked Mr. Trobak for his presentation, and noted his input would be provided to staff.

5. MINUTES

Town Council for the Town of Bridgewater approved and confirmed the minutes of the September 25, 2017 Regular Town Council meeting as circulated by unanimous consent.

6. PLANNING ITEMS

There were no Planning items for Council's consideration.

7. CORRESPONDENCE - INFORMATION

There was no correspondence for Council's information.

8. CORRESPONDENCE - ACTION

8.1 Gardens of Grace - Request for Proclamation - October 15, 2017 as Pregnancy and Infant Loss Awareness Day

Correspondence was received by Council from Gardens of Grace, requesting Council's consideration in proclaiming October 15, 2017, as Pregnancy and Infant Loss Awareness Day.

This is something that affects 1 in 4 pregnancies. Each year thousands of families across Canada mourn the death of their babies. Gardens of Grace aims to create awareness and advocate for families suffering from miscarriage, stillbirth, pregnancy and infant loss. It was noted the organization's mission is to work with community, health care and government to bring about positive change.
Moved by Councillor Fougere, seconded by Councillor Graves that

WHEREAS: October 15th is recognized worldwide, and in other regions of Canada as Pregnancy and Infant Loss Awareness Day, to symbolize our support of Nova Scotia's Bill 179, Pregnancy and Infant Loss Awareness Act; and

WHEREAS: each DAY in Canada, 5 babies die within their first year and 8 babies are stillborn; as many as 1 in 5 pregnancies end in miscarriage, one family in Nova Scotia per day experience the pain of losing a child as a result of miscarriage, stillbirth or neonatal loss; and

WHEREAS: there is a need to develop a greater awareness and understanding about the causes of pregnancy and infant loss, so we can improve the healthcare provided for pregnant mothers and their babies; and

WHEREAS: the existence of the babies and infants deserves to be recognized; and

WHEREAS: increased awareness of the causes and impacts surrounding pregnancy and infant loss may lead to greater understanding, support and resources in communities across Nova Scotia; and

WHEREAS: this declaration acknowledges the unique grief of bereaved parents and demonstrates support to the many families across Canada who have suffered a loss through miscarriage, medical termination, stillbirth or the death of their infant during delivery or shortly after birth; and

WHEREAS: promoting awareness of pregnancy and infant loss increases the likelihood that these families will receive understanding and support as they face the challenges of their distinctive bereavement; and

WHEREAS: a day of remembrance honours the lives of the children, and supports grieving parents, grandparents, siblings and other family members whose lives are forever altered by the heartbreak of losing a child; and

WHEREAS: such activities emphasize Bridgewater’s commitment to supporting sensitivity and encouragement to bring this cause to light; and

WHEREAS: the Day is observed with remembrance ceremonies and candle-light vigils, concluding with the International Wave of Light, a worldwide lighting of candles at 7pm; and

WHEREAS: the Town of wishes to recognise the profound grief experienced by families who lose a baby.

NOW, THEREFORE, Town Council for the Town of Bridgewater hereby declares the day of October 15th as Pregnancy and Infant Loss Awareness Day in the Town of Bridgewater.

Motion Carried.

8.2 Diabetes Canada - Request for Proclamation - Diabetes Awareness Month (November) and Day (14th)

Correspondence was received from Diabetes Canada, advising that November is Diabetes Awareness Month and November 14th is World Diabetes Day. Diabetes Canada's purpose is to raise awareness of diabetes and its related complications, and is currently focusing on prevention and early detection of prediabetes and type 2 diabetes.

Council’s consideration in proclaiming November as Diabetes Awareness Month and November 14 as Diabetes Day was requested.
WHEREAS, Diabetes is a serious condition affecting more than 415 million people worldwide, and
WHEREAS, eleven million Canadians live with diabetes or prediabetes, and
WHEREAS, 114,000 Nova Scotians currently live with diabetes, and
WHEREAS diabetes contributes to 30 per cent of strokes, 40 per cent of heart attacks, 50 per cent of kidney failure requiring dialysis and 70 per cent of all non-traumatic amputations, and
WHEREAS, there is a great need to raise funds for research into better methods of treatment, and ultimately a cure, and
WHEREAS, Diabetes Canada is leading the fight against diabetes by helping those affected by diabetes live healthy lives, preventing the onset and consequences of diabetes, and discovering a cure, and
WHEREAS, maintaining health and wellness can in many cases prevent pre-diabetes and type 2 diabetes as well as benefit diabetes management, and
WHEREAS, this year, the Diabetes Awareness Month campaign focuses on prevention and early detection of prediabetes and type 2 diabetes, and people across Canada are being encouraged to take the CANRISK test at diabetestest.ca, and
WHEREAS, Diabetes Canada encourages governmental and non-governmental organizations to observe Diabetes Awareness Month and recognize World Diabetes Day in order to raise public awareness of diabetes and its related complications, and

THEREFORE, Town Council for the Town of Bridgewater hereby proclaims the month of November 2017 as Diabetes Awareness Month and November 14th, 2017 as World Diabetes Day in the Town of Bridgewater and calls upon all citizens to combat this disease and its life-threatening complications by familiarizing themselves with the diabetes warning signs, making healthy lifestyle choices and by accessing the best quality of care that Nova Scotia provides to its citizens with diabetes.

Motion Carried.

9. REPORTS AND RECOMMENDATIONS

9.1 Clean Net Zero Program Launch and Allocation of PACE Financing

Leon de Vreede, Sustainability Planner, explained the change in the number of homes (from ‘up to five’ to ‘up to ten’) was as a result of a neighbouring municipality choosing not to participate in the project. He noted there were many other exciting private partnerships. Mr. de Vreede then introduced Matt Davis and Derek Peters.

Matt Davis explained he was Project Coordinator for the Net Zero program. Derek Peter, Program Coordinator for Clean Foundation, based out of Dartmouth. Mr. Davis explained Clean's existing energy programs, which include Clean Energy Financing, Energize Bridgewater, electric vehicle feasibility study, Clean leadership program, and now the Clean Net Zero Project.

The proposal submitted in 2017 was successful. The goal of this program is to take up to ten homes to 'net zero'. In addition to providing the technical pathway to net zero, options for financing will be determined. He further explained that a "Net Zero Energy Home" is designed, modelled,
and constructed to produce as much energy as it consumes on an annual basis, and "Net Zero" is quickly becoming the new building standard. For the Clean Net Zero, clean energy will have deeper retrofits and will use a three-pronged approach to reduce obstacles to net zero retrofits. It was noted that the main obstacles that exist which limit the potential of net zero projects include the lack of public education and engagement, contractor and tradesperson education and skill development, and low interest upgrade financing. Phase 1 will soon be completed, and Phase 2 of the project will begin. Each phase is fully explained in the staff report.

Derek Peter explained the Risk Assessment. The key findings of the assessment were outlined, most importantly that Clean Net Zero is feasible. The LaHave River Credit Union will do a comprehensive credit check which would reduce the risk to the Town as the Credit Union is accustomed to doing this. The PACE pilot will not increase the Town's administrative costs. It was noted that local tradespeople will receive free-of-charge, in-depth technical training. This innovative project will be seen across Canada, and show that Bridgewater is leading the way in sustainability.

The next steps of the project were outlined, which include outreach, engagement, recruitment, and education. A web hub will be developed, and the project will be featured at the upcoming Energize Nova Scotia Fair. There will be community energy workshops and other community engagement.

The speaker thanked Council for the Town's continued partnership and the provision of office space for the Clean Net Zero Project Coordinator. It was noted that the request before Council was to allocate PACE financing for up to 10 participating Bridgewater homes for the Clean Net Zero program out of the existing PACE financing ceiling of $300,000 per fiscal year.

In responding to a query from Council regarding funding for more expensive homes, which would take a larger portion of the available funds, the Sustainability Planner noted that staff and partners would work with homeowners who expressed interest in the program to ensure the program would work for as many homeowners as possible.

17-228
Moved by Councillor Thorburne, seconded by Deputy Mayor Tanner that Town Council for the Town of Bridgewater allocate PACE financing for up to 10 participating Bridgewater homes for the Clean Net Zero program out of the existing PACE financing ceiling of $300,000 per fiscal year. Motion Carried.

9.2 Preliminary Report - Cat By-law

At the August 14, 2017 meeting of Town Council, Council requested that staff review and provide a report and recommendation on the feasibility of a Cat By-law.

A report was received by Council from Amanda Shupe, Executive Assistant to the CAO, advising that complaints have been received occasionally over the years from Bridgewater residents regarding cats creating a nuisance for property owners. Complaints include cats defecating and destroying gardens; killing birds, squirrels, and other small animals; and generally creating a nuisance on other people's private property. Council has been requested to consider enacting a by-law specifically designed to legislate cats in the Town of Bridgewater.

The initial report outlined some issues which would require further review, including registration of cats, enforcement of any by-law, and financial impact(s).
Staff requested that Council determine if it wishes to move forward with the establishment of a "Cat By-law" or conclude the matter.

Members discussed various matters with respect to a possible cat by-law. It was determined that there were outstanding questions from Council. Mayor Mitchell asked that specific questions be sent to the CAO so staff could tailor a report to provide the requested information.

17-229
Moved by Deputy Mayor Tanner, seconded by Councillor Graves that Town Council for the Town of Bridgewater refer the matter of a Cat By-law to a future Discussion Session for further consideration. Motion Carried.

9.3 Permanent Financing
On January 9, 2017, Council approved a temporary borrowing resolution in the amount of $5,110,200 to provide interim financing for capital projects. This was approved by the Minister of Municipal Affairs on February 23, 2017.

Permanent financing in the amount of $2,037,570,000, for projects that have been completed, is required, and must be put in place within one year after the completion of a capital project unless a one-year renewal of the temporary borrowing is approved by the Minister of Municipal Affairs.

All debenture financing is done through the NSMFC.

The Director of Finance recommended that Council approve the Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate and Approve Capital Reserve Fund Loans in the amount of $80,000, with repayment over 5 years, at an interest rate of 4%.

17-230
Moved by Councillor Thorburne, seconded by Councillor Fougere that

WHEREAS Section 91 of the Municipal Government Act provides that a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs;

AND WHEREAS the resolution of council to borrow for various purposes was approved by the Minister of Municipal Affairs on February 23, 2017;

AND WHEREAS clause 91(1)(b) of the Municipal Government Act authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the Municipal Government Act states, that in accordance with the Municipal Finance Corporation Act, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

BE IT THEREFORE RESOLVED THAT under the authority of Section 91 of the Municipal Government Act, the Town of Bridgewater borrow by the issue and sale of debentures a sum or sums not exceeding $ 1,957,570, for a period not to exceed 10 years, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Town of Bridgewater in the amount that the mayor and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 5.5%;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;
THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

Motion Carried.

9.4 **Visitor Information Centre Sublease**

On September 4, 2012 Councils of the Municipality of the District of Lunenburg and Town of Bridgewater agreed to move forward on the final lease details for the construction and possession of a 1376 sq. foot Visitor Information Centre. Part of the operation of the Visitor Information Centre complex was a 5-year sublease agreement between the municipalities and the former Destination Southwest Nova. Unfortunately, after 6 months, Destination Southwest Nova dissolved leaving the municipalities with unoccupied space. Since that time the municipalities have looked at various options to lease the space with no success.

Earlier this year the MLA, Suzanne Lohnes-Croft, inquired as to the possibility of moving her office from the back of the building to the front. The MLA currently leases the back part of the building from the current owner and the lease is scheduled to expire on October 31, 2017. The MLA would like to move to the front of the building and sub lease space from the District of Lunenburg and Town of Bridgewater.

The most recent proposal by the MLA will provide significant cost saving to the yearly operation of the Visitor Information Centre, and staff recommended the execution of a Lease for the use of space at the Visitor Information Center complex with the MLA Suzanne Lohnes-Croft.

17-231

Moved by Councillor McDonald, seconded by Councillor Graves that Town Council for the Town of Bridgewater endorse the recommendation of staff and approve the execution of a Lease for the use of space at the Visitor Information Center complex with the MLA Suzanne Lohnes Croft.

There was no vote on the motion.

Town Council for the Town of Bridgewater referred Motion 17-231 to the October 23, 2017 Town Council meeting by unanimous consent.

9.5 **Accounts to be Written Off**

Director of Finance Dawn Keizer provided correspondence noting that Section 38 of the MGA requires that the treasurer shall advise council of (a) all moneys due to the municipality that the treasurer considers cannot reasonably be collected after pursuing all reasonable avenues of collection and (b) the reasons for the belief that such moneys may not be collected. And Council may write off the amounts determined to be uncollectible.

This year, there are only four accounts being recommended for write off, all of which were sent to collections over a year ago.

Council approval is required to write off any accounts. Although the accounts would be removed from the records, subsequent collection is not ruled out.

It was recommended that Council approve a write off of accounts as outlined in Document 17-156, totaling $1,090.86.

17-232

Moved by Councillor McInnis, seconded by Councillor Fougere that Town Council for the Town of Bridgewater approve a write off of accounts as outlined in Document 17-156, totaling $1,090.86. Motion Carried.
10. BUSINESS ARISING AND UNFINISHED BUSINESS

10.1 South Shore Stamp Club - Request for Donation in Support of Stampex17

Follow-up correspondence was received by Council from Lloyd Tancock, South Shore Stamp Club. As presented at the September 25 Town Council meeting, the South Shore Stamp Club has arranged with Canada Post for a special ceremony at the Club’s annual fall stamp fair to officially launch and make available to collectors and the public a new postal cancel featuring a line drawing of Pijinuiskaq Park.

It is the Club's intention to have sandwiches, refreshments and a specially decorated sheet cake for the occasion, which will cost approximately $100. Mr. Tancock asked that Town Council consider a donation in this amount to cover the costs.

17-233

Moved by Councillor McInnis, seconded by Councillor McDonald that Town Council for the Town of Bridgewater approve a donation/sponsorship of $100 from the Sponsorship account to South Shore Stamp Club for the Stampex '17 event featuring the launch of the new Pijinuiskaq Park pictorial postmark. Motion Carried.

11. NEW BUSINESS

11.1 Municipal Awareness Week - November 20 - 26, 2017

Correspondence advising that Municipal Awareness Week in 2017 will take place from November 20-26 was received. The purpose of this initiative is to promote the importance of municipal government in peoples' daily lives including school-aged children; encourage citizens to participate in municipal government—including attending council meetings, public hearings or joining an advisory committee—in a way that is inclusive to all Nova Scotians; and increase voter turnout rates during municipal elections.

Members noted that events will likely be held at local schools to promote Municipal Awareness Week.

12. SUNDRY

No sundry items were presented.

13. ADJOURNMENT

17-234

Moved by Deputy Mayor Tanner, seconded by Councillor Fougere that the October 10, 2017 Town Council meeting hereby be adjourned (Time: 7:02 pm). Motion Carried.