



MINUTES TOWN COUNCIL MEETING

November 24, 2014

Those in attendance: Mayor David Walker
Deputy Mayor Bill McInnis
Councillor Michael Graves
Councillor Sandra Mailman
Councillor Jennifer McDonald
Councillor Andrew Tanner
Councillor Wayne Thorburne

Also present: Ken Smith, Chief Administrative Office
Larry Feener, Town Engineer
Eric Shaw, Director of Planning
Amy Wamboldt, Strategic Initiatives Coordinator
Sandy Mair-Dodman, Acting Director of Parks & Recreation
Kevin Keddy, Acting Director of Finance
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, November 24, commencing at 6:00 p.m..

2. ADDITIONS / DELETIONS TO AGENDA

14-240

Moved by Councillor Thorburne, seconded by Councillor Tanner that Town Council for the Town of Bridgewater accept the November 24, 2014 Town Council meeting agenda as circulated. Motion Carried.

3. ANNOUNCEMENTS

Mayor Walker and other members of Council took the opportunity to review events which were attended on behalf of Council in the recent past.

Mayor Walker attended several Remembrance Day activities and events. The Mayor took part in the Atlantic Mayors Congress in Gander, Newfoundland from November 12 to 14. On November 15, he attended a Clean Water Symposium at NSCC. November 19th was the National Day of Remembrance for Road Crash Victims and a ceremony was held at Bridgewater Police Services. On November 21, the Mayor met with Acadian University Sustainability program students at Art Happening, and also was part of the funding announcement for active transportation (bike racks) and the opening ceremonies of the Glen Murray High School Hockey Tournament. Mayor Walker attended the annual LaHave Manor Gala on November 22. On November 23, Mayor Walker attended the Glen Murray Tournament breakfast, and the MADD Lunenburg/Queens Red Ribbon Campaign launch at the LCLC.

Deputy Mayor McInnis reminded Council and residents of Christmas on the LaHave, being held on Saturday, November 29th with a parade and fireworks. On December 12 and 13, the Hospital Auxiliary will be hosting a house tour to benefit the Auxiliary and raise money for hospital equipment.

Councillor Graves encouraged parents to take their children to the Whimsical Children's Store, where children can shop in a non-commercial environment for

inexpensive gifts for their family. Councillor Graves noted this was the 10th year for this event.

Mayor Walker also outlined some notices of events which would be taking place in the area over the next week.

4. PRESENTATIONS

4.1. Achievement Awards

Deputy Mayor McInnis reviewed the accomplishments of the recipients of Achievement Awards as Mayor Walker made presentations.

The Bridgewater Bantam AAA Bulldogs won gold at the Under-15 Bantam AAA Provincial Baseball Championship and at the Under-15 Bantam AAA Atlantic Baseball Championship.

Awards for both 2013 and 2014 were presented to the Bridgewater Vikings Boys' Curling Champions (Kyle Barrie, Trevor Crouse, Ben Conrad and Morgan Bishop; Coach Todd Barrie) for winning gold at the Nova Scotia School Athletic Federation curling championships.

The Bridgewater Chill Under 17 Women's Volleyball Team won gold in the Provincial Championships, and competed in the National Championships.

Hannah Wilkie was recognized as a member of the 2014 Eastern Elite Volleyball Championship Tournament All-Star Team.

Catherine Talbot accepted two awards. One recognized her as the 2013 Under 12 East Coast Open Singles and Mixed Doubles Badminton Champion, and the other as the 2014 Badminton Nova Scotia's Singles, Doubles and Mixed Doubles Badminton champion.

An Achievement Awards was presented to the Special Olympics Lunenburg/Queens Bocce Team (Matthew Broome, Heather Falkenham, Darlene Levy, Ivan Hirtle, Freeman Wamboldt, and Coaches John McIntosh and Stewart Collie) who won gold at the National Special Olympics Games in Vancouver, and were also selected as Team of the Year for Special Olympics Nova Scotia.

5. DELEGATIONS

5.1. Tina Mirchandani - YREACH (YMCA Reaching Extending Aligning Community Horizons)

Tina Mirchandani, YREACH (YMCA Reaching Extending Aligning Community Horizons), reviewed her role in the YREACH program. This program is funded from the Nova Scotia Office of Immigration and the focus is to support immigrant families and Temporary Foreign Workers. Ms. Mirchandani said the role of YREACH is to raise awareness about needs and challenges that face newcomers, and collaboration with community groups and agencies to assist with welcoming immigrants and aiding in 'settling' in the area.

People come to Nova Scotia for a variety of reasons, and face barriers. It is important to assist newcomers as Nova Scotia needs immigrants. The speaker advised that immigrants have brought new life into local economies and have brought diverse talents and abilities to enrich our country.

Ms. Mirchandani closed her presentation with a short video which revealed some of the feelings of newcomers to Canada.

5.2. Cheryl D. Lamerson - South Shore Genealogical Society - Proposal (VIC)

Cheryl Lamerson appeared before Council to present a proposal from the South Shore Genealogical Society (SSGS) to rent space at the Visitor Information Centre building in Blockhouse. SSGS has been around since 1979, and holds historical and genealogical records for Lunenburg County. SSGS is a volunteer organization, without a lot of money, and they are proposing to partner in paying a percentage of the income they have, in addition to approaching other municipal units besides the Town of Bridgewater and Municipality of the District of Lunenburg to get support.

She asked that Council look at the proposal as a negotiation opportunity, and not as 'carved in stone' regarding the amount or term.

Several questions were raised by Council. The DesBrisay Museum was raised as an excellent partner for this use, and the speaker was encouraged to contact the museum to see if something could be worked out. Mayor Walker noted that there would soon be a meeting of local Mayors, Wardens, and CAOS, and he would try to arrange for Ms. Lamerson to make a presentation at that meeting.

5.3. Barb Carthew, Citizens for Public Transit

Barb Carthew appeared before Council. She advised that she had a petition of almost 1500 names from public, and presented it to the Mayor. The petition was in support of the proposed three-year Pilot Project of a scheduled fixed route public transit system for Lunenburg County. Ms. Carthew noted that Citizens for Public Transit Society was happy with the overwhelming positive response, and she was pleased to share this with Council.

5.4. Liz Drake and Dave Cook, Creaser Cove Boat Tours

Dave Cook, representing area hotels and motels, and Liz Drake, representing Creasers Cove Boat Tours, advised they had come to this meeting to answer any questions that Council might have regarding the topic of River Boat Cruises which appeared on Council's agenda.

They noted that if Creasers Cove Boat Tours was given the opportunity to provide tours during the 2015 season, they would like to have a small sign indicating tours were available. They also indicated that they would like to know Council's intention regarding fees. Ms. Drake said they would like to continue this service, and perhaps expand it going forward.

Mayor Walker thanked Mr. Cook and Ms. Drake for making themselves available, and noted that this matter would be dealt with later in the meeting.

6. MINUTES

14-241

Moved by Councillor Tanner, seconded by Councillor Graves that Town Council for the Town of Bridgewater approve and confirm the minutes of the September 22, October 14, October 27, and November 10 Regular Town Council meetings as circulated. Motion Carried.

7. PLANNING ITEMS

7.1. Phase 1 Implementation: Downtown Master Plan

Eric Shaw, Director of Planning, introduced Rob Leblanc, Principal of Ekistics Planning & Design, and Roger Boychuk, Director of Engineering for Ekistics.

Mr. Shaw said that the Master Plan set out a road map to direct the Town toward greater economic stability, livability, and sustainability. It imagines a town that is vibrant and walkable - a place where residents and visitors can meander through a unique downtown that is focused on the LaHave River, and enjoy its diverse shopping opportunities. He noted that this was a request for approval in principal (not budgetary approval) of the Phase I detailed design, and to allow for input from Council. He noted there is endless untapped potential in the downtown area; however, there are challenges and issues faced going forward with respect to pedestrian access, infrastructure, and environmental risks. In 2012, Council moved forward with establishing a Downtown and Waterfront Master Plan to achieve improvements over time. As a result of many public consultation opportunities, the Master Plan was formed. Phase I has three elements: Phase IA (off-street parking and removal of South parkade), IB (King Street reconstruction – Old Bridge Street to Dufferin Street), and IC (Old Bridge Landing Park).

Rob Leblanc said the Phase I implementation of the Plan has followed the same process as the Downtown and Waterfront Master Plan regarding the public input and consultation. He noted that Phase I is the first step in realizing the Downtown and Waterfront Master Plan. It is very important to reconnect the downtown to the river by using public green space. He presented a three-dimensional 'fly-through' of the proposed 'new' downtown area.

Roger Boychuck spoke regarding the parking implications. Parking has been an issue in the downtown, and there has been active discussion regarding parking throughout the public consultation period. Some key points which need to be achieved are to make good use of the parking capacity (currently underutilized), support parking for local businesses, and look at the feasibility of walking, bicycle access, and an overall parking plan. He explained the difference between front-in angled parking versus back-in angled parking which provides for better safety and benefits. Metering downtown is not a money-generator, and decreases the willingness for people to use the downtown. He suggested that 'cheap' or free parking will draw people to the downtown, and this will be discussed going forward.

Rob Leblanc discussed the perceived impact on businesses. The idea is to improve businesses and shops along King Street. In past projects, contractors have kept access to storefronts open during the full construction period. This is suggested for this tender in Bridgewater, as well as setting firm deadlines for construction, perhaps with fines if the construction goes beyond the time, would ensure businesses would be inconvenienced for the least amount of time.

The Director of Planning said he was confident that they had a complete project budget, including contingencies and project management fees. There is still a need to determine the final funding partners for the project, and this project is the Town's first priority under the New Build Canada Fund.

In closing, he outlined the next steps. In November and December, staff will be submitting several funding applications, and hopefully the result of

the applications will be known in early 2015. The consultation process will continue, particularly with area merchants. Pre-construction planning is being dealt with, along with clear communication plans for stakeholders. Staff will be seeking Council's budget approval in Spring 2015, and it is hoped that tendering / construction will begin in 2015.

Mr. Shaw recognized the members of the Downtown Plan Advisory Committee, several of whom were in attendance to support this presentation. He reiterated that the recommendation from the Downtown Plan Advisory Committee was to approve, in principle, Phase I detailed design, and refer all associated project costs to the 2015/2016 budget deliberations.

14-242

Moved by Councillor Graves, seconded by Deputy Mayor McInnis that Town Council for the Town of Bridgewater endorse the recommendation of staff and the Downtown Plan Advisory Committee (DPAC) by approving in principle Ekistics Planning & Design's Phase 1 Detailed Design (Document 13-171E) for three project components associated with Bridgewater's Downtown & Waterfront Master Plan (2013), including:

- a) The removal of the South Parkade structure;
- b) The King Street reconstruction between Old Bridge Street and Dufferin Street; and
- c) The development of the riverside open space referred to as 'Old Bridge Landing';

and, further, that Town Council directs staff to refer all associated project costs to the 2015/2016 budget process for deliberation. Motion Carried.

7.2. Discharge of Amendment to Development Agreement - 349 LaHave Street - Sobey Leased Properties Limited

In a letter to the Town's Planning Department dated November 3, 2014, the land owner of 349 LaHave Street, Sobey Leased Properties Limited, requested that the Amendment to the Development Agreement registered as a recorded interest on the subject property in 2004 be discharged by Town Council.

The movie theatre desires to install a new signage display to replace the signage that was permitted by the Amendment to the Development Agreement. The proposed new signage is in compliance with the signage provisions of the Land Use Bylaw. However, the Amendment to the Development Agreement, which approved a very specific signage display for the subject property, does not permit the proposed new signage. Therefore, the Amendment to the Development Agreement must be discharged to permit the new signage display to be installed.

Since the result of the discharge would be to bring the subject property's signage display into compliance with the Town's Land Use Bylaw, staff has no objection to the requested discharge.

14-243

Moved by Deputy Mayor McInnis, seconded by Councillor Tanner that Town Council for the Town of Bridgewater discharge the 2004 Amendment to the Development Agreement, registered on PID 60042538, in accordance with Section 229(2) of the *Municipal Government Act* and the Discharge Agreement provided as Appendix D in Document 14-196. Motion Carried.

8. CORRESPONDENCE - INFORMATION

8.1. Municipality of the District of Lunenburg - MODL's Representative on Christmas on the LaHave Committee

A letter dated November 12, 2014 was received by Council from the Municipality of the District of Lunenburg, advising that the Municipality had appointed Councillor Claudette Garland to the Christmas on the LaHave Committee as the Municipality's representative.

8.2. NS Department of Municipal Affairs - New Building Canada Fund - Small Communities Fund - Call for Applications

At the June 23, 2014 Town Council meeting, Council received a letter from the Province of Nova Scotia requesting that municipalities provide details on a maximum of three projects that would be eligible for the New Building Canada Fund. It was further noted that a Council resolution prioritizing the listed projects was required by the Province.

At that Council meeting, Council approved the submission of a prioritized list to the Nova Scotia Department of Municipal Affairs for the Small Communities Fund of the New Building Canada Fund as follows:

1. Downtown Plan Phases 1A, 1B and 1C;
2. Dominion Street Water Phase 2 and Phase 3;
3. High Street Upgrade Phase 3, including water.

CAO Ken Smith noted that the Town's Planning Department staff is working on the official application for the Town's first priority: Downtown Plan Phases 1A, 1B and 1C.

9. CORRESPONDENCE - ACTION

No correspondence for action was received by Council.

10. REPORTS AND RECOMMENDATIONS

10.1. Tender 14-11E - Salt Hauling

A memo dated November 10, 2014, was received by Council from the Town Engineer. The memo advised that the Town's Engineering Department requests prices annually for salt hauling from the Windsor Salt Depot in Pugwash, to the Town's Publics Works Garage, to be used during the winter months on the Town's streets.

The Town received five tenders in response to Tender 14-11E - Salt Hauling, all of which were from qualified companies. Staff recommended that the tender be awarded to the lowest tenderer, Elmsdale Landscaping Ltd.

It was noted that the Town usually requires approximately 1,500 tonne of salt each year, and the unit price to haul salt has increased from the last fiscal year by approximately 9% (unit price).

14-244

Moved by Councillor McDonald, seconded by Councillor Mailman that Town Council for the Town of Bridgewater award Tender 14-11E - Salt Hauling to the lowest bidder, Elmsdale Landscaping Ltd., for a unit price of \$26.50 plus HST per tonne. Motion Carried.

10.2. RFP 2014-06 - Re-Design and Technical Services - DesBrisay Museum HVAC System

A memo dated November 13, 2014 was received by Council from Kirk Wentzell and Leon de Vreede. This staff memo reviewed the matter of the DesBrisay Museum HVAC system, noting that Town Council had approved the implementation of a new building HVAC system and envelope upgrades at the DesBrisay Museum as part of the 2014/15 Capital Budget. Due to tender submissions coming in over double the approved budget amount, staff recommended to Council that the tender not be awarded and be cancelled. Council directed staff to proceed with having a detailed design completed within this budget year with the intentions of placing the HVAC project in the 2015/16 capital budget deliberation process.

Staff issued a Request for Proposals for the re-design and technical services of the DesBrisay Museum HVAC system. Seven submissions were received in response to RFP 2014-06 - Re-Design and Technical Services - DesBrisay Museum HVAC System.

Energy management staff met to discuss the details of the received RFP's, and scored all submissions with the criteria outlined in the RFP document. All submissions were from qualified Engineering firms that have ample experience with this type of design work. After scoring was completed, the submission with the highest score was from a consultant that did a complete design of the Desbrisay Museum's HVAC system back in 1997, G.S. Ewert Engineering Ltd.. Staff realized that this would give the proponent an advantage, having previous detailed experience with the facility.

Staff recommended that Town Council Award RFP 2014-06 to G.S. Ewert Engineering Ltd. for the total sum of \$25,530.00, full HST (\$23,151.49 Net HST).

14-245

Moved by Councillor Thorburne, seconded by Councillor Graves that Town Council for the Town of Bridgewater endorse the recommendation of the Engineering staff and award RFP 2014-06 to G.S. Ewert Engineering Ltd. for the total sum of \$25,530.00 with full HST (\$23,151.49 net HST). Motion Carried.

10.3. Recommendation of the Acting Director of Parks, Recreation & Culture - River Boat Cruises

Last summer, Creaser Cove Boat tours ran about 11 tours during the summer season. It was a great initiative, and a good way to showcase the Town's waterway, the LaHave River. Creaser Cove Boat Tour submitted a report, and also gave a presentation to Council earlier. They would like to continue this operation next year. It was recommended by Parks, Recreation & Culture that the Town call for a Request for Proposals for this initiative.

14-246

Moved by Councillor Graves, seconded by Councillor Mailman that Town Council for the Town of Bridgewater endorse the recommendation of the Director of Parks, Recreation & Culture and direct staff to investigate a Request for Proposal process concerning a boat tour service operator. Motion Carried.

10.4. Recommendation of the Acting Director of Parks, Recreation & Culture - Outdoor Pool

Sandy Mair-Dodman, Acting Director of Parks, Recreation & Culture, presented a PowerPoint presentation to Council. The Town of Bridgewater Pool Committee previously recommended to Council that the Pool remain open for the 2014 summer season, so that it could gather statistics and information and have the opportunity to evaluate and understand the impact that the opening of the Lunenburg County Lifestyle Centre indoor pool may have on its operation.

Ms. Mair-Dodman outlined the many cost-cutting and revenue-generating initiatives and changes during the 2014 season. She noted the 'bottom line' goal was to minimize the financial loss to \$17,591. Unfortunately the budget targets were not met for the 2014 season, and the pool had a deficit of \$31,076.

The Acting Director introduced Karen Bears, who thanked Council for keeping the pool open for the 2014 season to allow the Cudas to look into possibilities for operating the pool. She noted that they were unable to secure a significant volunteer base, nor a key person to lead the volunteers. The organization was also not able to secure the business support they needed, and could not establish a sustainable business plan as a result.

Ms. Bears noted that although the Cudas wanted the pool to remain open, they were unable to take the project on as a group of volunteers. In closing, she noted that she hoped a Town Hall meeting would take place in order for Council to hear from the public regarding the fate of the outdoor pool.

14-247

Moved by Councillor Mailman, seconded by Councillor Thorburne that Town Council for the Town of Bridgewater arrange to have a Town Hall meeting to see if there is support from the public for keeping the outdoor pool open next season. Those in Favour: Mayor Walker; Councillors Graves, Mailman, McDonald, Tanner, and Thorburne. Against: Deputy Mayor McInnis. Motion Carried.

10.5. Recommendation of the Senior Management Committee - Office Closure over Christmas Holiday

Strategic Initiatives Coordinator Amy Wamboldt advised that at a recent meeting of Senior Management, the closure of the Town Hall business operations from noon on Christmas Eve until after New Year's Day had been discussed.

Ms. Wamboldt said that, traditionally, the Town of Bridgewater has closed its offices at noon on Christmas Eve and at noon on New Year's Eve. The days in between, with the exception of Boxing Day, have been open for regular business hours. Despite a very low volume of customers over this time, each Town department with a customer service function (Recreation, Finance, Engineering, and Planning) designate staff to work to ensure a staff presence. Given the small size of the Town Departments, it is challenging to find a sufficient number of staff members to volunteer to work over the Christmas holiday.

A survey of municipal practices across the province indicated that office closures over the holiday are a common practice. Although the administration of this program differs, Senior Management is most supportive of the system recently introduced at the Municipality of the District of Lunenburg in 2013. Under this system, the municipal office is

closed, but staff members are permitted to come to work if they choose, or if the operation is required. Any staff members who choose to take the time off over the holiday season either use accumulated overtime, vacation, or lieu-time. The appeal with this approach is that staff members are not required to take vacation leave over the holidays and there is no financial impact created from the closure.

Ms. Wamboldt advised that the Senior Management Committee unanimously supported the closure of Town Hall from noon on Christmas Eve until after New Year's Day.

Most members spoke against this recommendation, noting that business does not stop over the holidays, and service must be maintained. Further, it was noted that it had been brought before Council at a late date which did not allow for questions or clarifications from members regarding the matter.

14-248

Moved by Councillor Graves, seconded by Councillor Tanner that Town Council for the Town of Bridgewater endorse the recommendation of the Senior Management Committee to close Town Hall offices to the public between noon on Christmas Eve day until the first business day after New Year's Day, as presented in Document 14-191. In Favour: Councillor Graves. Those Against: Mayor Walker; Deputy Mayor McInnis; Councillors Mailman, McDonald, Tanner, and Thorburne. Motion Defeated.

10.6. Recommendation - Grants to Organizations Policy Review

Strategic Initiatives Coordinator Amy Wamboldt reviewed the suggested changes to Policy 77, as a result of a recent review.

The recommended changes to the Grants to Organizations Policy are: to change the name of the policy to "Grants and Community Sponsorships Policy" to better advertise to the public that the policy covers requests for Council to sponsor special events; to change the intake deadline from December 15th to allow for four intake periods (with recommended deadlines of May 1, August 1, November 1, and February 1); and to remove the recommended limit of \$1500 for Development and Operating grants as this resulted in confusion for applicants during the 2014/2015 program.

14-249

Moved by Councillor Tanner, seconded by Councillor Thorburne that Town Council for the Town of Bridgewater endorse the recommendation of the Grants to Organizations Review Committee and amend Policy 77 - Grants to Organizations as outlined in Document 14-193, including updating the title to Policy 77 - Grants and Community Sponsorships. Motion Carried.

11. BUSINESS ARISING AND UNFINISHED BUSINESS

11.1. Minimum Requirements - Off-leash Dog Park / Dog By-law

Amy Wamboldt, Strategic Initiatives Coordinator, reminded members that on October 27, 2014, Council did not pass the Dog By-Law due to concerns that the Town did not have an operational off leash dog park facility for residents. At that time, Council directed staff to investigate the minimum requirements to open an off leash dog park.

To advance this project, the Acting Director of Parks, Recreation and Culture is leading the formation of an advisory committee to assist in

making a recommendation to Council via the Parks, Recreation and Culture Committee on what features could be removed from the park design to make the project more affordable as well as to lead a fundraising program for the park.

To date, there has been some work completed on the park site, which includes the trail development and surfacing referenced in phase 1A, some clearing, culvert placement, seeding and topsoil. Out of the \$94,000 approved for the project, there is \$20,000 remaining.

Ms. Wamboldt advised that staff had met with the Town's insurer for a site tour, and the representative outlined certain requirements from an insurance perspective which would have to be in place before the park opened to the public. In addition to the insurance requirements for the park, staff recommended that site drainage be addressed during the initial stages of the park development. A temporary solution for drainage would cost approximately \$10,000, while a longer term solution would be about \$40,000. Some construction work will also be required to provide a functional entrance to the park.

The 2014/2105 budget has a remaining \$20,000 for the off leash dog park project. The minimum operational requirements to open the park are estimated at \$78,000, plus the cost of signage, garbage receptacles, and potentially water infrastructure. Further, the Land Use By-Law does not permit leash free dog parks on any properties other than those within the Recreation Zone, and must meet other requirements regarding set-backs. Therefore, the designated location for the leash free dog park within Generations Active Park is the only option currently available.

Ms. Wamboldt advised it was staff's recommendation that the Off Leash Advisory Committee, which will be formed in December, should fulfill their role in accordance with the terms of reference, and provide comment to Council via the Parks, Recreation and Culture Committee on the design elements and phasing of the off leash park. To ensure the construction of the park is as cost effective as possible, staff recommends that no work be completed on site until the advisory committee receives Council's approval on a modified park plan. The minimum standards for the first phase of the plan should include installation of a drainage solution (\$40,000); clearing, grubbing, surface preparation in accordance with Ekistics plan (\$10,000); construction of entrance (\$5,000); and erection of 5 foot chain link fence in accordance with Ekistics plan (\$23,000). Additional costs would be garbage receptacles and signage. Water availability may also have to be considered.

Given the expected delay in opening the off leash dog park, the Coordinator advised it was staff's recommendation that Council reconsider the Dog By-law to ensure adequate dog enforcement can take place within the Town.

Considerable discussion ensued. There were varying and opposing views regarding the enforceability of the existing Dog By-law for the Town. There were also strong feelings regarding the need for an off-leash dog park and the requirement for - at least - a temporary solution until the off-leash park is established.

14-250

Moved by Deputy Mayor McInnis, seconded by Councillor Graves that Town Council for the Town of Bridgewater endorse the intent of the amended Dog By-law (Chapter 16) as presented in Document 14-152, and proceed to second reading of the by-law at a Council meeting to be held on January 12, 2015, and authorize the CAO to publish all public notices pursuant to Section 168 of the *Municipal Government Act*. Those

in Favour: Deputy Mayor McInnis; Councillors Graves and McDonald. Those against: Mayor Walker; Councillors Mailman, Tanner, and Thorburne. Motion Defeated.

14-251

Moved by Councillor Thorburne, seconded by Councillor Mailman that Town Council for the Town of Bridgewater direct that the Off Leash Advisory Committee, which will be formed in December, fulfill their role in accordance with the terms of reference, and provide comment to Council via the Parks, Recreation and Culture Committee on the design elements and phasing of the off leash park. Motion Carried.

11.2. Request for Support to Save Canada Post

This matter came before Council due to a recent presentation to Council by John Oickle. Mr. Oickle had requested Council's support in ensuring door to door delivery was not removed from the town. He asked that members write to the MPs who represent this area and ask them to put door to door delivery on hold. He said moving forward with the removal of door to door delivery would put people out of work, and affect families living in the area.

As noted at the November 10, 2014 Town Council meeting, two resolutions which were presented to the recent UNSM Conference related to Canada Post services were defeated.

Because this matter has been dealt with at both a provincial and federal level (through the Union of Nova Scotia Municipalities and the Federation of Canadian Municipalities), Council took no further action.

11.3. Review of Council Size (Boundary Review)

Strategic Initiatives Coordinator Amy Wamboldt reminded Council that, as required by section 369 of the *Municipal Government Act*, and as directed by the *Municipal Government Act Rules (2006)*, the Town of Bridgewater must confirm by the end of the year 2014 the number of Councillors within the Town.

There has been opportunity given for the public to voice their opinions regarding Council size, as well as if the current 'at large' system should be used or if the ward system should be considered.

14-252

Moved by Councillor Tanner, seconded by Councillor Mailman that Town Council for the Town of Bridgewater make application to the Nova Scotia Utility and Review Board to confirm the number of Bridgewater Town Councillors remains as six at-large, pursuant to Section 368-369 of the *Municipal Government Act*. Motion Carried.

12. NEW BUSINESS

12.1. Visitor Information Centre 2014 Season-End Report

Amy Wamboldt, Strategic Initiatives Coordinator, briefly reviewed the Visitor Information Centre's 2014 year-end report. This year, the VIC at Exit 11 had 9,600 visitors, up from 8000 visitors the first year it operated at Exit 11. The number of visitors in 2007 when the VIC was located at DesBrisay Museum was 700. When the VIC was located at Exit 12 (Smart Centre), there were 2000 visitors. The centre has provided with us with significant growth, Ms. Wamboldt noted.

12.2. Policy 68 - Delegations - Proposed Amendments

Mayor Walker advised that some changes were proposed for Policy 68 - Delegations Policy. The main change is in the amount of time being afforded to those wishing to make presentations. The proposed changes are outlined in Document 14-197 and are available for review by Council and the public.

This matter will be added to the next agenda of Town Council for consideration of adopting as policy.

13. SUNDRY

No sundry items were presented for Council's consideration.

14. ADJOURNMENT**14-254**

Moved by Councillor Tanner, seconded by Councillor Mailman that the November 24, 2014 Town Council meeting hereby be adjourned. (Time: 10:00 p.m.) Motion Carried.

Sandra Porter-Lowe
Executive Assistant

David Walker
Mayor