

**AGENDA**  
**SPECIAL FINANCE COMMITTEE**

Bridgewater, NS  
Tuesday, April 16, 2019  
Immediately Following PSC Meeting

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION: (Nil)
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – April 2, 2019
6. BUSINESS ARISING FROM MINUTES: (Nil)
7. AWARDING OF TENDERS/RFPs: (Nil)
8. PRESENTATIONS/SCHEDULED TIMES:
  - 8.1 Municipal Joint Services Board 2019-20 Operating Budget & Capital Plan ..... 1-12
9. CONSIDERATION OF CORRESPONDENCE: (Nil)
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS:
  - 10.1 Municipal Joint Services Board (MJSB)
    - 10.1.1 MJSB 2019-20 Operating Budget & Capital Plan ..... 1-12
  - 10.2 Lunenburg County Lifestyle Centre (LCLC)
    - 10.2.1 LCLC 2019-20 Operating & Capital Budget ..... 13-15
11. STAFF REPORTS:
  - 11.1 Finance Department
    - 11.1.1 2019/20 Draft Operating & Capital Budgets ..... 16-54
  - 11.2 Economic Development Department
    - 11.2.1 NOW Lunenburg Financial Request – Dr. Recruitment ..... 55-61
  - 11.3 Recreation Department
    - 11.3.1 2019/20 Municipal Grant Program; Funding for other Municipal units/  
Groups with Management Agreements, Trail Groups ..... 62-67
12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS: (Nil)
13. IN CAMERA:
  - 13.1 Personnel Matter under Section 22(2)(c) of the *Municipal Government Act*
14. ADJOURNMENT

# Municipal Joint Services Board

131 North St, PO Box 209, Bridgewater, NS B4V 2W8

Phone: (902) 543-2991 Fax: (902) 543-7960

*A Joint  
Services  
Board*

## MEMORANDUM

TO: Kevin Malloy, CAO  
Dylan Heide, CAO  
Tammy Crowder, CAO

FROM: Siew Secord, COO

DATE: April 12, 2019


SUBJECT: Approval 2019-20 Operating Budget and Capital Plan




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At the March 27, 2019, meeting of the Municipal Joint Services Board the Board approved the proposed 5-year Capital Program and draft 2019-20 Operating Budget as presented, with \$17,000 added to the IT Operating Reserve Fund for cyber security. Enclosed is an updated Operating Budget for 2019-20 as amended.

Please do not hesitate to contact me if you have any questions. I will be available to attend your council meeting to present the 2019-20 Operating Budget and Capital Plan if required.

  
\_\_\_\_\_  
Siew Secord, COO

SS/tf



**Municipal Joint Services Board**  
Proposed 2019-20 Operating Plan  
and 5 year Capital Program

February 27, 2019

## **Highlights from 2018-19**

- “0” Put/Pay penalty
- Completion of Env. Management Plan - reduced Site monitoring from 4 times/year to Biannual testing
- Compliance with all aspect of the NSE requirements including Purchase of South Side 400’ buffer
- Completion of Waste Collection RFP
- Completion of several new Site improvement projects:
  - Water supply well
  - Site fencing for litter control
  - Security and Fire control plan etc.

## Extra works in 2018-19 (Funding TBD)

<b>Major Projects</b>	<b>Extra</b>	<b>Recovery</b>	<b>Funding from Reserve</b>	<b>Operating</b>
Gate (Damaged by Customer)	18,250	4,618		13,632
Generator	5,547			5,547
Water supply well and Electric	29,162		27,000	2,162
C&D Wood Bins	22,013			22,013
Fencing	19,128		20,000	- 872
Loader	220,000	72,000	148,000	-
Land	100,000			100,000
	<b>414,100</b>	<b>76,618</b>	<b>195,000</b>	<b>142,482</b>

## Continued challenges for 2019-20

- Volume uncertainty
- Increased costs - long term contractual commitment
- Continued high cost of diversion initiatives (Recyclable materials)
- 2.0% CPI and statutory increases
- Unpredictable weather impact on the existing Site buildings (replacement of old compost building 2011)
- Limited market for specialized services (Grinding of C&D materials)

## **Core Business Functions for 2019-20**

- ✓ Landfill & Recycling Transfer,
- ✓ Compost processing
- ✓ C&D diversion
- ✓ HHW and E-Waste Depot
- ✓ Septic Treatment
- ✓ IT Shared Services (including voice communication)
  - ✓ Including Non-partner customers
- ✓ HR Shared Services (Secondment)

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# **Municipal Joint Services Board**

## **5 Year Capital Projection**

**February 20, 2019**

## 5 year Capital Projection

			5 Year Capital Program				
			2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
		Total					
Recycling	Building and Site Repairs	\$ 110,000	\$ 35,000	\$ 25,000	\$ 50,000		
General	Site Paving	\$ 210,000	\$ 105,000	\$ 35,000		\$ 70,000	
C&D	Public Area	\$ 55,000					\$ 55,000
Compost	Cover Building - Old	\$ 800,000	\$ 350,000	\$ 450,000			
Compost	Site Vehicles	\$ 115,000	\$ 40,000		\$ 25,000	\$ 25,000	\$ 25,000
Landfill Transfer	Heavy Equipment	\$ 580,000			\$ 200,000		\$ 380,000
General	Light Equipment (Forklift, Skid Steer)	\$ 170,000		\$ 65,000		\$ 45,000	\$ 60,000
Septic	Mechanical Repairs and Maint.	\$ 135,000			\$ 50,000	\$ 85,000	
		\$ 2,175,000	\$ 530,000	\$ 575,000	\$ 325,000	\$ 225,000	\$ 520,000

## 5 Year Capital Funding Projection

			Proposed Funding		
			Operating	Capital Reserve	Other Recovery/Grant
		Total			
All Buildings	Major Building Maintenance & Repairs	\$ 50,000	\$ 50,000		
General	Site Paving	\$ 210,000	\$ 175,000	\$ 35,000	
Recycling/Transfer	Roof Repairs	\$ 60,000	\$ 60,000		
Compost	Old Compost Cover Building	\$ 800,000	\$ 50,000	\$ 750,000	
Landfill Transfer	Heavy Equipment Replacement	\$ 580,000	\$ 150,000	\$ 290,000	\$ 140,000
Recycling	Light Equipment (Skid Steer/Forklift)	\$ 170,000	\$ 170,000		
Landfill	Public Bins Repairs	\$ 55,000	\$ 55,000		
General	Site Vehicle (Site and Enforcement)	\$ 115,000	\$ 115,000		
Septic Treatment	Septic Treatment Facility	\$ 135,000		\$ 135,000	
		\$ 2,175,000	\$ 825,000	\$ 1,210,000	\$ 140,000

# 2019-20 Proposed Capital Expenditure

Capital Budget 2019-20							
Functional Unit	Useful Life	Project	Estimated Capital Cost	Capital Financing			
				Operations	Debt Financing	Capital Reserve	Other Recovery
Compost	25	Site Paving (Bio Solid By Pass)	\$ 105,000	\$ 70,000		35,000	
Transfer Station	25	Roof Repairs	\$ 35,000	\$ 35,000			
Compost	15	Compost Cover Building Replacement (Phase 1)	\$ 350,000			\$350,000	
General	10	Site Truck (Toyota 2010)	\$ 20,000	\$ 20,000			
Enforcement	1	Enforcement Vehicle (Replace CRV 2007)	\$ 20,000	\$ 20,000			
<b>Total</b>			<b>\$ 530,000</b>	<b>\$ 145,000</b>	<b>\$ -</b>	<b>\$ 385,000</b>	<b>\$ -</b>

## Estimate Reserve Balance

<b>Reserve Fund Balance Forward, March 31, 2018</b>		<b>\$ 954,518</b>
<b>2019-20</b>		
Trans (excluding capital out of revenue \$145,000)	350,000	
Withdraw from Reserve	- 385,000	
	- 35,000	919,518
<b>2020-2021</b>		
Trans (excluding capital out of revenue \$175,000)	350,000	
Withdraw from Reserve	- 400,000	
	- 50,000	869,518
<b>2021-2022</b>		
Trans (excluding capital out of revenue \$175,000)	350,000	
Withdraw from Reserve	- 80,000	
	270,000	1,139,518
<b>2020-2021</b>		
Trans (excluding capital out of revenue \$145,000)	350,000	
Withdraw from Reserve	- 85,000	
	265,000	1,404,518
<b>2020-2021</b>		
Trans (excluding capital out of revenue \$190,000)	350,000	
Withdraw from Reserve	- 260,000	
	90,000	<b>1,494,518</b>
Note:	<i>Estimated based on pay-as-you-go basis excluding amortization after 2</i>	

## 2019-20 Capital Program – Continued

- Roof and walls repair Maintenance Building \$35,000
- Paving to Bio-Solid Loading area \$105,000
- Enforcement Vehicle (CRV 2007)
- Site Vehicle (2010 Toyota) – a Site vehicle that is refitted for salting and fueling

### Replacement of Old Compost Building (2011-12)

- This Project will begin in 2019-20 \$350,000
- Carry over to 2020-21 \$450,000

## Compost Processing Inhouse vs outsource

- Out sourcing to Northridge or Fundy
  - Est. Cost \$85 (tipping fees)+\$30 (transport)+25 (transfer station)
  - Lost of revenue from non-partners \$200k
- Current cost \$90/mt (Depreciation and replacement costs)
- 11 Municipal owned facilities
- 2 Privately owned (Fundy and Northridge)

# Municipal Joint Services Board

## Proposed 2019-20 Operating Plan

February 20, 2019

### Tonnage Projection 2019-20

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2019-20
Recyclables	3,169	2,941	3,828	3,987	3,701	3,630	3,613
Compost	7,866	7,201	7,567	8,232	7,676	7,730	7,855
Landfill	8,427	8,288	7,815	7,894	7,720	7,970	8,605
C&D	2,198	1,934	3,279	5,130	4,595	4,441	4,685
Septic	10,898	10,236	7,464	7,569	8,381	9,286	8,820
	32,558	30,601	29,953	32,812	32,074	33,057	33,578

## 2019-20 Proposed Tipping Fees

Proposed Tipping Fees per mt (2018-19)							
	Old outside Fees	Outside Fees	Partner's 2019-20	2017-18	2014-15	2013-14	2012-13
Recycling	275	275	240	240	240	246	259
Compost (Partners/Chester)	95	90	90	95	105	121	
Compost (ICI)	140	130	90	95	105	121	110
Landfill (Partners)			150	150	140	155	
Landfill (ICI)	175	175	150	150	150	155	155
Woods	135	105	60	60	60	155	155
Shingles	135	125	75	85	85	155	155
Drywall	135	125	95	115	115	155	155
Metals	0	0	0	0	0	155	155
Mixed C&D	165	150	105	105	115	155	155
Septic	44.1	44.1	34.7	34.7	34.7	34.7	34.7

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## Revenue from Partners

2019-20 Proposed Total Contribution from Partners							
	Solid Waste	ITSS	HRSS	Site Monitor	2019-20 Total	%	2018-19 Total
MODL	1,173,350	195,141	25,121	27,257	1,420,869	59%	1,573,546
TOB	603,630	234,681	37,682	9,491	885,484	37%	891,629
TOMB	80,020	22,225		1,465	103,710	4%	113,688
	<b>1,857,000</b>	<b>452,047</b>	<b>62,803</b>	<b>38,213</b>	<b>2,410,063</b>	<b>100%</b>	<b>2,578,863</b>

Wells Monitoring expenses are cost shared by 4 units

## 2019-20 Estimated Operating Revenue

	2019-20	%	2018-19	%
Municipality of the District of Lunenburg	1,420,869	29%	1,462,873	33%
Town of Bridgewater	885,484	18%	835,132	19%
Town of Mahone Bay	103,710	2%	109,129	2%
User Fees - Billable	1,359,025	28%	1,281,926	29%
Outside Billables	335,475	7%	352,245	8%
Allocated Diversion Credit	207,000	4%	185,000	4%
Sundry and recovery	104,602	2%	157,589	4%
Internal Transfer	423,320	9%	33,817	1%
	<b>4,839,485</b>		<b>4,417,711</b>	

## 2019-20 Proposed Operating Expenses

	2019-20	%	2018-19	%
Personnel	1,529,136	32%	1,434,900	32%
Contracted Services	1,448,701	30%	1,418,673	32%
Operational	214,750	4%	214,250	5%
Recapitalization	924,700	19%	551,200	12%
Regulatory	71,500	1%	199,075	5%
Equip & Mtce	289,000	6%	265,895	6%
ITSS	164,686	3%	142,762	3%
Office Expenses	197,012	4%	190,956	4%
	<b>4,839,485</b>		<b>4,417,711</b>	

## Some of the major variances

- Internal Transfer includes \$385,000 transfer from Reserve
- Personnel cost includes 2% CPI and adjustment
- New HRSS for \$63,000
- Contract Fees includes 2.1% contract escalation clause
- Recapitalization includes \$350,000 Covered Building
- Regulatory (last year \$171,575 work to complete EMP) as approved by NSE the site monitoring and testing changed from 4 times/year to 2 times/year. Cost reduced to \$41,500
- Maintenance Budget includes projected increase in diesel cost and repairs to fire services

## Well Monitoring Program

	2014-15 Actual	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Forecast	2019-20 Budget
Municipality of the District of Lunenburg	47,310	54,712	60,544	41,886	112,690	27,257
Town of Bridgewater	16,473	19,051	21,082	14,585	39,239	9,491
Town of Lunenburg	5,705	6,597	7,301	5,051	13,589	3,287
Town of Mahone Bay	2,543	2,941	3,254	2,251	6,057	1,465
	72,031	83,300	92,180	63,773	171,575	41,500
Landscaping, mowing, hydroseed	600	4,115	4,065		3,000	-
Wells Testing and Monitoring	57,092	79,463	88,115	51,972	48,575	41,500
Capital out of Revenue	14,339	-	-	11,801	120,000	-
	72,031	83,578	92,180	63,773	171,575	41,500

# ITSS Forecast and Budget

	2017-18 Actual	2018-19 Forecast	2018-19 Budget	2019-20 Budget
<b>Revenue</b>				
Fees - Modl	160,890	177,519	167,183	195,141
Fees - TOB	185,391	202,221	209,943	234,681
Fees - TOMB	36,069	21,166	21,222	22,225
Non-partner Recovery				36,915
Internal transfer & recovery	93,063	81,924	66,817	38,320
<b>Total Revenue</b>	<b>475,413</b>	<b>482,830</b>	<b>465,165</b>	<b>527,282</b>
<b>Expenses</b>				
Wages and Benefits	216,835	232,774	235,645	247,215
Staff Services	3,647	6,500	4,500	4,500
Office Lease and Expenses	20,988	19,100	16,800	19,100
ITSS Equipment/Software/Licenses	17,522	12,247	14,258	27,081
Direct Costs (recovery from units)	231,547	210,110	188,962	213,683
Non-Partner direct cost				10,703
Contingency		2,100	5,000	5,000
	490,539	483,961	465,165	527,282
Overhead Allocation	-	1,131	-	-
<b>Total Expense</b>	<b>490,539</b>	<b>482,830</b>	<b>465,165</b>	<b>527,282</b>

# HRSS

	Approved in Sep 2018	2019-20 Budget
<b>Revenue</b>		
Fees - TOB	34,897	37,682
Fees - MODL	23,265	25,121
Fees - TOMB		
Internal Transfer		
<b>Total Revenue</b>	<b>58,162</b>	<b>62,803</b>
<b>Expenses</b>		
Wages and Benefits		62,303
Travel		500
Office Expenses		
	58,162	62,803



# Municipality of the District of Lunenburg

March 29, 2019

Mayor Carolyn Bolivar-Getson and Councillors  
Municipality of the District of Lunenburg

Dear Councillors:

The Board of the Lunenburg County Multi-purpose Centre Corporation, in session on Thursday, March 28, 2019, reviewed the proposed 2019/20 Lunenburg County Lifestyle Centre Budget and made a motion to recommend the approval of the proposed 2019/20 LCLC Budget to the Councils for approval with each Council's contribution as follows: Operating Budget - \$420,000 and Capital Budget - \$87,500.

Respectfully,

Alex Dumaresq  
Deputy CAO

Attachment  
/sac

Proposed Operating Budget  
2019-2020

	End of January 2019		YTD as of January 2019		2018-19 Annual		2019-20	
	Actual	Est Year	Actual	Prior	Budget	Forecast	Annual Budget	
Municipal Operating Grants	\$ 40,000	\$ 34,000	\$ 800,000	\$ 735,552	\$ 880,000	\$ 880,000	\$ 840,000	
Arena	41,219	41,075	232,004	231,176	321,046	302,500	320,000	
Aquatic Centre	16,197	23,621	174,316	176,204	221,009	200,000	212,185	
Active Living and Room Rentals	4,149	4,409	75,491	72,594	87,470	87,000	87,000	
Memberships	14,312	13,159	124,442	126,854	152,765	152,765	153,000	
Library Rent	7,513	7,369	75,162	74,477	89,135	89,135	89,135	
Concessions Rent	1,200	1,200	10,800	12,000	14,400	13,200	13,200	
ATM and Vending	1,032	1,491	11,033	15,173	20,000	15,000	15,000	
Advertising and Sponsorship	89	50	23,985	18,174	19,500	38,000	24,000	
Miscellaneous	829	2,589	46,700	14,373	32,100	47,581	32,000	
<b>TOTAL REVENUE</b>	<b>126,519</b>	<b>128,963</b>	<b>1,574,012</b>	<b>1,474,577</b>	<b>1,837,425</b>	<b>1,825,181</b>	<b>1,785,520</b>	
Advertising and Promotion	284	-	5,730	8,130	22,000	7,000	15,000	
Professional Fees	879	833	15,292	10,052	15,350	16,171	140,000	
Bank, Interest, Credit Card and Other Fees	1,728	2,320	14,796	15,734	12,000	18,000	18,000	
Concessions Expense	465	1,276	1,172	3,661	1,000	2,000	1,500	
Facility Maintenance and Repairs	18,865	19,073	146,684	149,671	181,876	181,876	182,000	
Housekeeping	2,264	1,960	17,741	16,937	20,000	21,000	20,000	
IT Licensing, Fees and Support	2,840	2,448	1,473	3,067	41,600	2,000	40,400	
Miscellaneous	(89)	238	8,903	8,275	2,900	10,600	2,000	
Office	438	1,263	23,863	22,325	16,500	16,500	16,500	
Pool Chemicals and Supplies	3,525	970	9,745	14,143	7,000	2,000	6,000	
Programming	777	669	-	1,824	10,000	10,000	10,000	
Staff Training and Courses	-	739	7,030	7,839	1,800	-	1,800	
Telecommunications	576	750	-	785	2,900	2,500	2,900	
Travel - Management Conferences	-	-	81	823	403,501	415,000	410,000	
Uniforms	37,109	38,914	335,814	330,383	14,000	8,000	8,000	
Utilities	555	632	5,504	5,422	14,000	14,000	14,000	
Vending Expense	79,449	82,708	813,849	808,603	1,041,388	1,016,007	905,695	
Wages and Benefits	149,665	154,589	1,430,917	1,425,493	1,825,515	1,798,254	1,812,395	
<b>TOTAL EXPENSE</b>	<b>149,665</b>	<b>154,589</b>	<b>1,430,917</b>	<b>1,425,493</b>	<b>1,825,515</b>	<b>1,798,254</b>	<b>1,812,395</b>	
<b>SURPLUS (DEFICIT) BEFORE SPECIAL EVENTS</b>	<b>(23,146)</b>	<b>(25,726)</b>	<b>143,096</b>	<b>49,084</b>	<b>11,910</b>	<b>26,927</b>	<b>(26,875)</b>	
Special Events Revenue	-	-	77,073	34,165	157,860	84,200	86,575	
Special Events Expense	-	65	81,965	25,184	126,280	53,300	60,000	
<b>SURPLUS (DEFICIT) FROM SPECIAL EVENTS</b>	<b>-</b>	<b>(65)</b>	<b>25,108</b>	<b>8,981</b>	<b>31,570</b>	<b>30,900</b>	<b>26,575</b>	
<b>NET OPERATING SURPLUS (DEFICIT)</b>	<b>(23,146)</b>	<b>(25,791)</b>	<b>168,204</b>	<b>58,065</b>	<b>43,480</b>	<b>57,827</b>	<b>-</b>	
Transfer to Reserve	-	-	-	-	-	-	-	
Special Projects (Net of Other Funding)	5,500	(21,095)	5,500	3,105	43,480	43,480	-	
MFC Debtature Interest	-	-	128,670	134,756	128,670	128,670	121,538	
TOB Transfer from Special Purposes Tax	-	-	(128,670)	(134,756)	(128,670)	(128,670)	(121,538)	
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>5,500</b>	<b>(21,095)</b>	<b>5,500</b>	<b>3,105</b>	<b>43,480</b>	<b>43,480</b>	<b>(121,538)</b>	
<b>NET SURPLUS (DEFICIT)</b>	<b>(28,646)</b>	<b>(4,596)</b>	<b>162,704</b>	<b>54,960</b>	<b>-</b>	<b>14,347</b>	<b>-</b>	

**LCIC Capital Budget**

**2019-2020**

Dehumidification Solution	\$135,000.00
Roof Repairs	\$5,000.00
Replace Play Pool Filters	\$15,000.00
Program Equipment	\$10,000.00
Energy Project	\$10,000.00

<b>TOTAL</b>	<b>\$175,000.00</b>
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# Draft Operating & Capital Draft Budget Update 2019/2020

Finance Committee

April 16, 2019

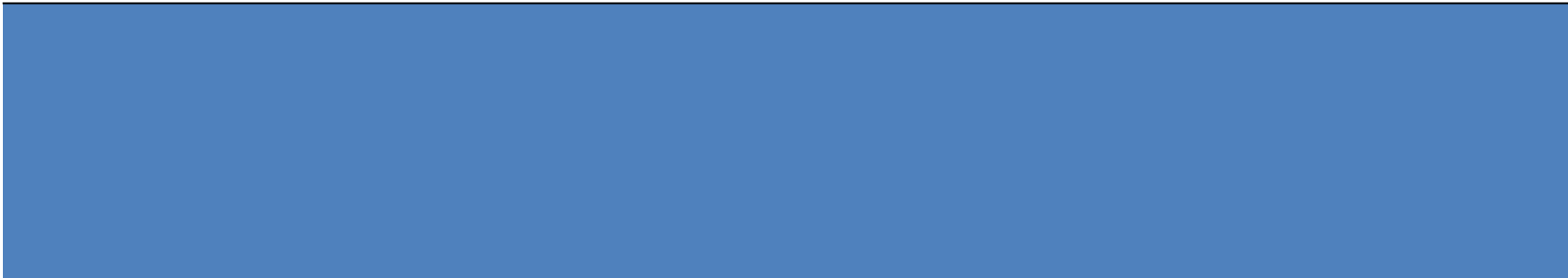


# Budget Process Timetable


- April 2 – Committee reviews and makes changes
- April 16 – Committee considers any revisions and finalizes budget figures
- April 30 – Committee reviews the finalized budget including messaging/communications; recommends approval to Council
- May 14 – Council passes final budget



# Draft Operating Budget Update



# Draft Operating Budget

<i>Description</i>	<i>Current Year</i>	<i>Projected</i> 			
	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
<b>Revenue Sources</b>					
Residential property tax	\$19,980,000	\$20,179,800	\$20,381,598	\$20,585,414	\$20,791,268
Commercial property tax	2,509,000	2,507,746	2,520,284	2,532,886	2,545,550
Other taxes	3,443,300	3,445,022	3,446,744	3,448,468	3,450,192
Fire Protection	3,329,600	3,396,192	3,464,116	3,533,398	3,604,066
Transfers from other govts	167,300	167,384	167,467	167,551	167,635
Other revenue sources	1,850,200	1,887,204	1,924,948	1,963,447	2,002,716
	\$31,279,400	\$31,583,347	\$31,905,158	\$32,231,163	\$32,561,427
<b>Expenditures</b>					
<b>Discretionary Expenditures</b>	\$13,047,200	\$12,959,500	\$13,173,991	\$13,391,267	\$13,612,095
<b>Mandatory Expenditures</b>					
Mandatory Contributions	9,472,700	9,743,590	9,854,583	9,966,957	10,080,731
Other Mandatory Expenditures	7,009,900	7,290,296	7,581,908	7,885,184	8,200,592
Deficit from prior year	0	0	220,251	315,791	0
Debt servicing	1,172,600	2,321,912	666,916	0	0
<b>Reserves</b>	552,400	(511,700)	723,300	577,300	743,300
	18,207,600	18,844,098	19,046,958	18,745,231	19,024,622
	\$31,254,800	\$31,803,598	\$32,220,948	\$32,136,498	\$32,636,717
<b>Surplus/(Deficit)</b>	<b>\$24,600</b>	<b>(\$220,251)</b>	<b>(\$315,791)</b>	<b>\$94,665</b>	<b>(\$75,290)</b>

# Draft Operating Budget Surplus

	Draft Budget	Additions/	Revised Draft	Effect on
	2019/20	Deletions	2019/20	Surplus
<b>Budget Surplus, April 2, 2019</b>				<b>184,100</b>
<b><i>Changes requested of Committee/Boards</i></b>				
Building Inspection Regional Service	50,000	48,700	98,700	(48,700)
Building Inspection Sale of Services	7,500	10,500	18,000	10,500
Fire Personnel Insurance Project	-	20,000	20,000	(20,000)
LCLC Operating Budget	450,000	(30,000)	420,000	30,000
LCLC Capital Budget	-	87,500	87,500	(87,500)
Litter Clean up Program	-	10,000	10,000	(10,000)
MJSB Cyber Self Insurance (MODL Share)	-	7,500	7,500	(7,500)
MJSB Landfill Cost	1,200,000	(26,000)	1,174,000	26,000
Pension Plan Potential Transfer	-	100,000	100,000	(100,000)
Offset by Pension Contingency Reserve	-	(100,000)	(100,000)	100,000
TOL Grant - Contribution to Zamboni	50,000	40,000	90,000	(40,000)
<b><i>Changes Based on Actual Information</i></b>				
Provincial Farm Grant Revenue	48,500	2,600	51,100	2,600
Contribution to Provincial Corrections	442,500	(9,000)	433,500	9,000
Pinegrove Splash Pad Reserve \$22,000 total (Council Motion July 10/18)	5,300	11,400	16,700	(11,400)
Recruitment - CAO	-	20,000	20,000	(20,000)
<b><i>Staff Recommended Changes</i></b>				
LCLC Capital reserve funding MODL share of dehumidification	-	(67,500)	(67,500)	67,500
Planning Dept - document scanning (carry over)	-	60,000	60,000	(60,000)
Total Effect of Additions/Deletions				(159,500)
<b>Budget Surplus, after Additions/Deletions</b>	20			<b>24,600</b>

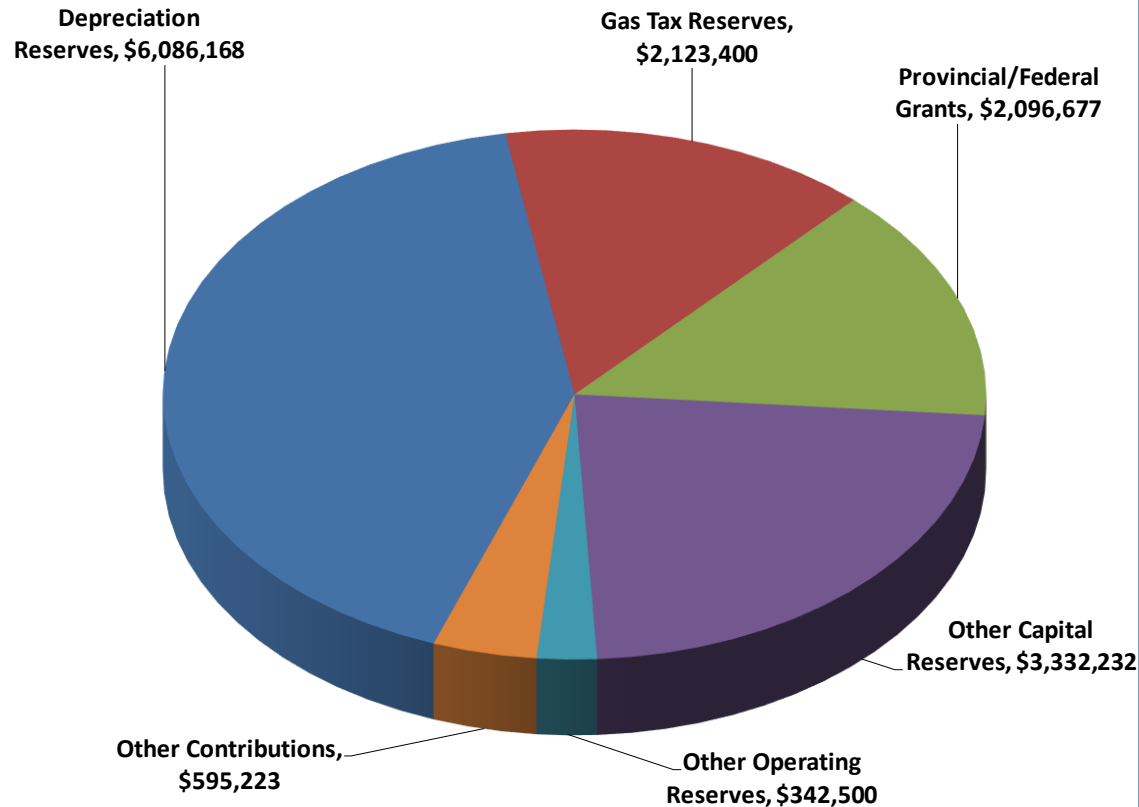


# Draft Capital Budget Update



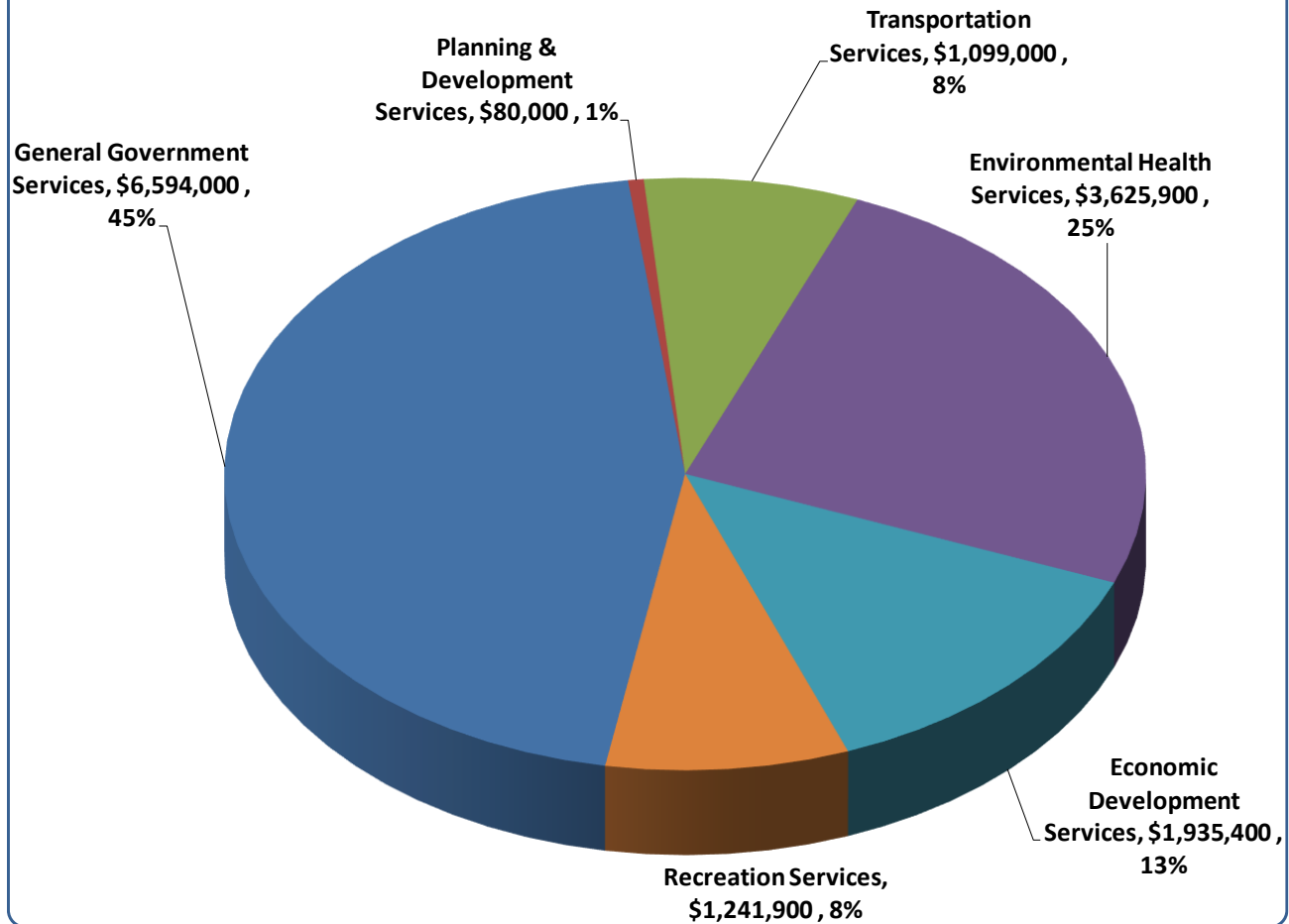
# Draft Capital Budget \$14,576,200

## Funding Sources:

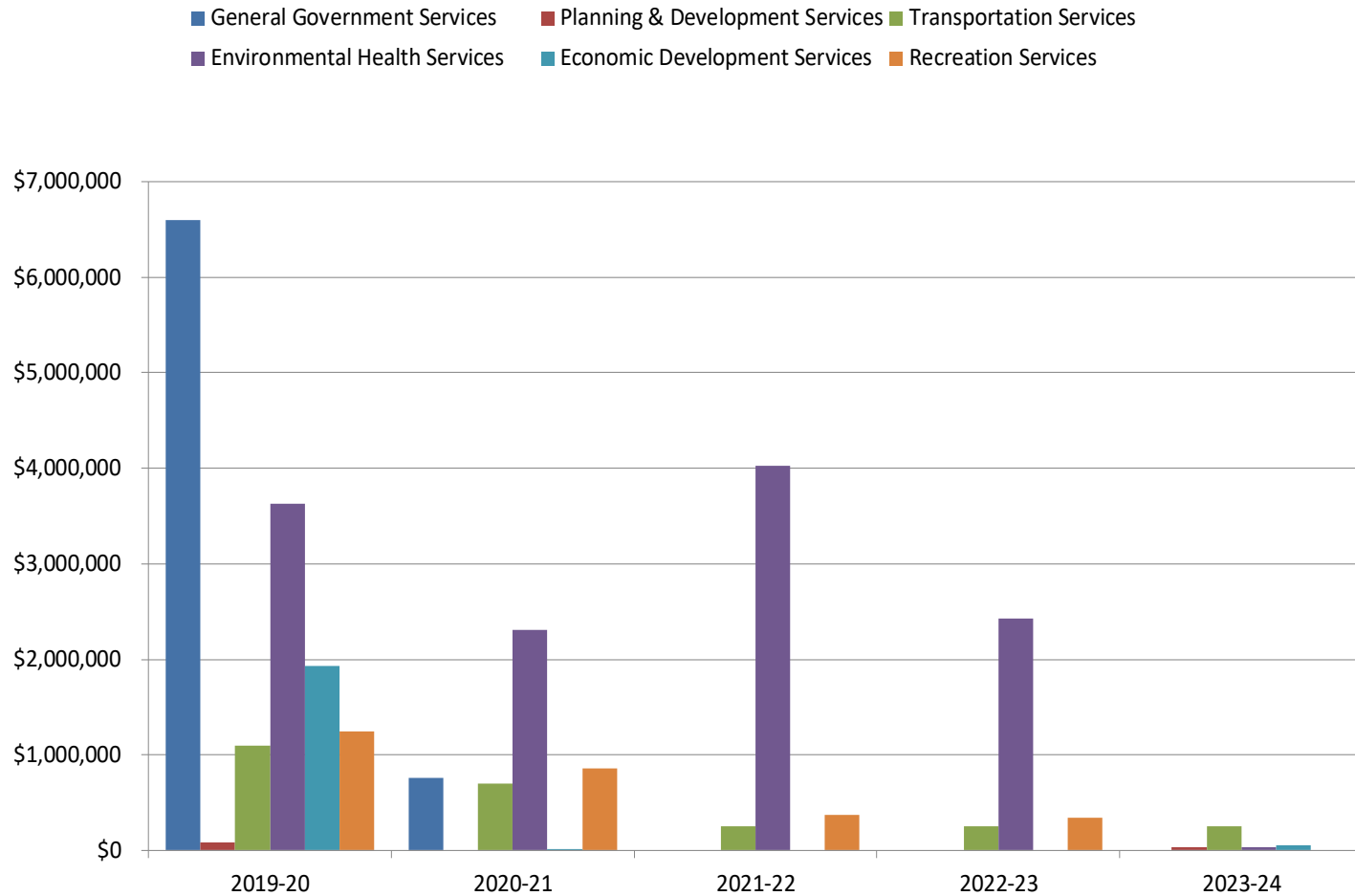


Capital Borrowing = \$0

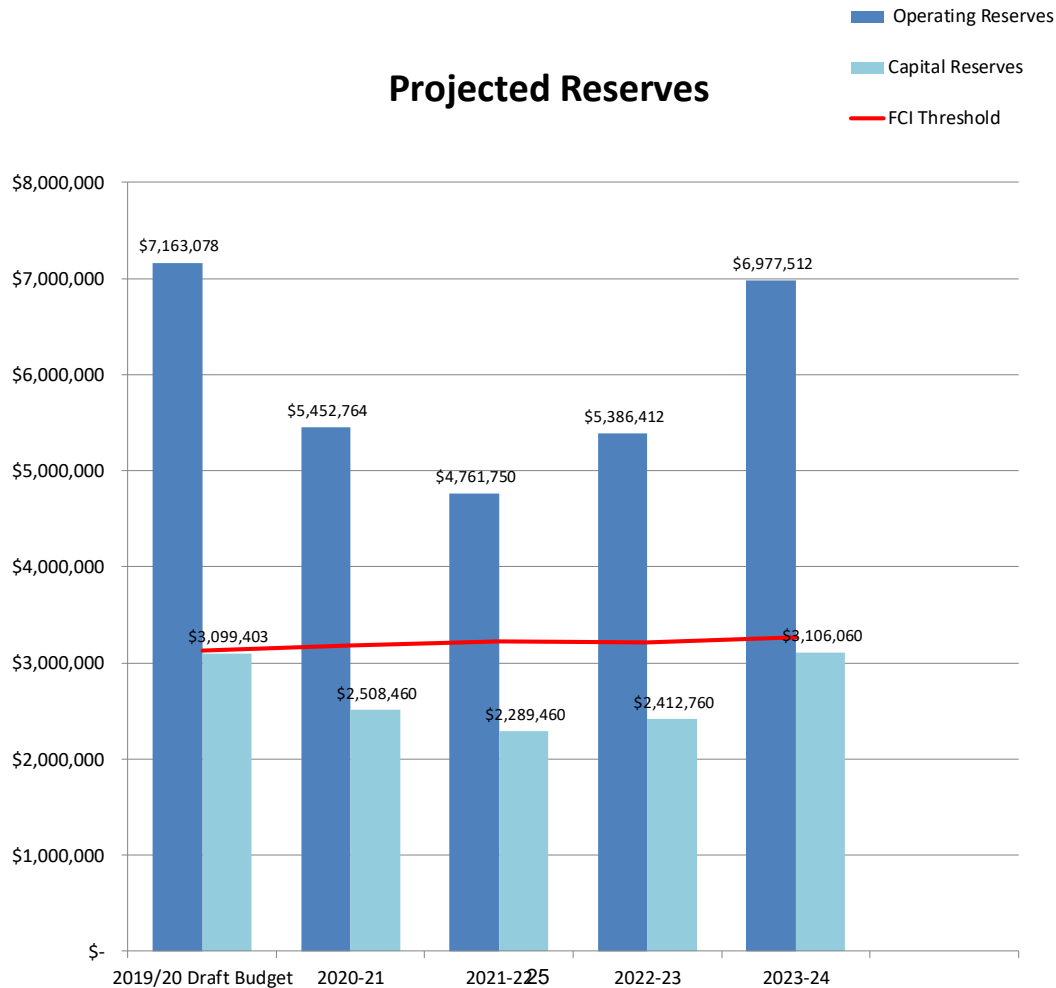
# Draft Capital Budget by Department



# Draft Capital Budget – 5 Year Plan

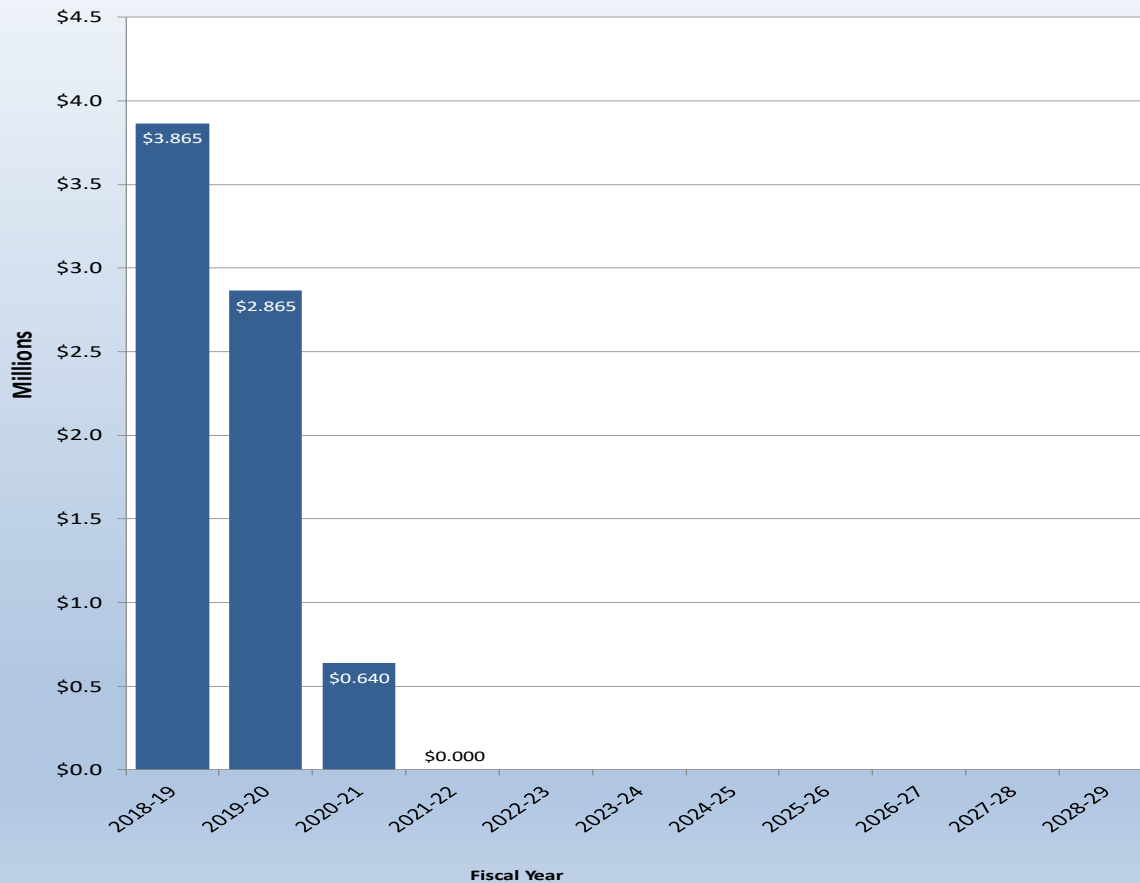


# Draft Reserves Balances – 5 Year Plan



# Long Term Debt Repayment: Debt Free by 2021

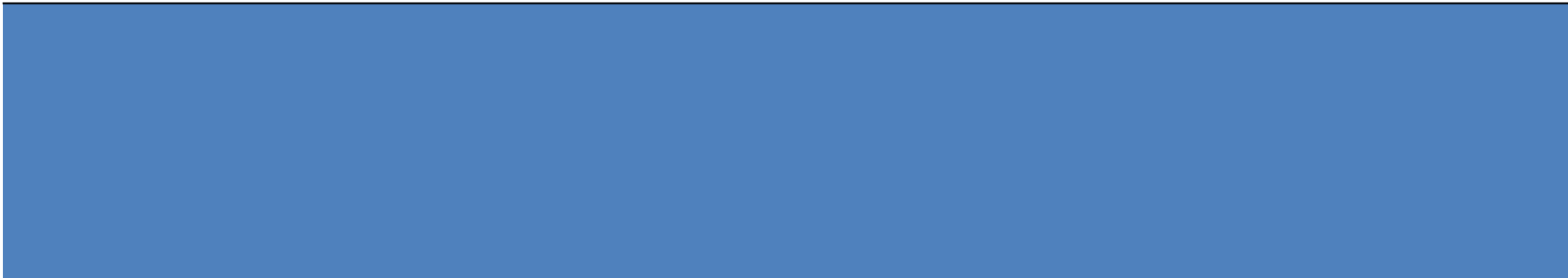
Current & Projected Debt Outstanding



Year	Payment
2018/19	\$999,848
2019/20	\$999,848
2020/21*	\$2,447,847
October 2021	\$640,000



# 2019/20 Draft Capital Budget



# General Government Services

## *Asset Management Plan \$50,000*

- Costs that may be incurred to implement the Asset Management Plan
- Funding from Gas Tax
- Manager of Wastewater Services is Project Lead



# General Government Services

*Municipal Services Building* ~~\$6,538,000~~ **\$6,544,000**  
(updated for HST cost assumption 4.286 vs 4.2)

- A new Municipal Services building
- Funding from Capital and Operating Reserves
- Engineering Department Project Lead

# Planning & Development Services

## *LiDar Flood Risk Mapping \$80,000*

- Contract awarded
- Budget will be carried into 2019-20 to complete the project
- Funding from Gas Tax
- Director of Planning is Project Lead



# Planning & Development Services

*REMOVED March 5, 2019*

*Community Solar Project \$150,000*

- ~~• 2019 is the final year to apply for a Community Solar Project~~
- ~~• Potential Sites:
  - ~~— New Administration Building~~
  - ~~— MARC~~
  - ~~— Cookville Waste Water Treatment Facility~~
  - ~~— Cookville Pump Station #2~~
  - ~~— Conquerall Bank Waste Water Treatment Facility~~~~
- ~~• Funding from Gas Tax~~
- ~~• Director of Planning is Project Lead~~



# Transportation Services

*Road Paving Projects ~~\$1,038,500~~ **\$1,099,000***

- Cost sharing priorities submitted to NSTIR
- Currently preparing data and policy work to direct unused cost-share funds towards municipally owned paving projects
- Funding from Gas Tax



# Environmental Health Services

## *Aerated Compost Carts \$20,000*

- Purchased annually for new carts as required
- MJSB determines
- Funding from Gas Tax

# Environmental Health Services

## *Riverport School Demolition and Remediation* *\$1,083,900*

- Engineering Department Project Lead
- Funding from Environmental Liability set up in 2015/16 as per PSAB requirements and potential grant



# Environmental Health Services

## *LaHave River Sewer Solutions \$2,352,000*

- Year 2 of Installations
- Design and install on-site sewer systems for properties with straight pipes into the LaHave River
- 2/3 Funding from New Build Canada Fund Grant (1/3 Federal, 1/3 Provincial)
- 1/3 Depreciation reserves to be paid back by participating property owners



# Environmental Health Services

*Garden Lots Sewer/Water Upgrades \$75,000  
(carry-over)*

- Discussions held with TOL officials re: cooperation
- Staff preparing Provincial Capital Assistance Program (PCAP) funding application to complete pre-engineering study
  - *(Applications now open, Due May 6)*
- Funding from Gas Tax reserves



# Environmental Health Services

## ~~Cookville WWTP Refurbishment & Upgrades~~ ~~\$15,700~~

- Roof leak & HVAC rust repair (carryover)
- **Work completed before March 31**
  
- Funding from Gas Tax and Sewer Reserves



# Environmental Health Services

## *New Germany Collection System Refurbishment \$20,000*

- Design for Pump Station 6 renewal
- Funding from Gas Tax and Sewer Reserves



# Environmental Health Services

## *Hebbville Pump Station Renewals \$50,000*

- Design of wet well replacements
- Funding from Gas Tax and Sewer Reserves



# Environmental Health Services

## *Conquerall Bank WWTP Upgrades \$25,000*

- Effluent pH adjustment (carryover)
- SCADA Upgrade
  
- Funding from Gas Tax and Sewer Reserves



# Economic Development Services

## *Osprey Village – Nathan Cirillo Road Expansion* *\$1,750,400*

- Extension of road from Shopping Centre complex to Ch. Petite Evangeline
- Funding from Osprey Village Land Reserve and Depreciation Reserves
- Engineering Department Project Lead



# Economic Development Services

*CES/CEF Building Parking Lot*  
~~\$125,000~~ **\$165,000** (carry over)

- Re-pave parking Lot
- **Remove original asphalt, catch basin/drain, area re-grading and asphalt**
- Funding from CES/CEF Building Reserve
- Engineering Department Project Lead



# Economic Development Services

## *Highway 103 Signage \$20,000*

- Year 2 of 3 year highway signage project
- New/improved signage for VIC, Business Park, MODL, Lunenburg County
- Funding from Operating Surplus Reserve



# Recreation Services

## *MARC Improvements \$65,000*

- \$15,000 to replace Zero Turn Lawn Mower
  - \$50,000 for water system and soil remediation
- 
- Funding from Depreciation reserves



# Recreation Services

## *Ballfield Upgrades \$20,000*

- Repair fields damaged by local wildlife (crows)
- **\$20,000 Pre-approved by Council March 12/19**
- Funding from Operating Surplus Reserve



# Recreation Services

## *Active Transportation Plan Implementation \$415,000*

- Paved shoulders on Municipal Roads
- Dependant on NSTIR projects
  
- Funding from Gas Tax



# Recreation Services

*Cookville Trail Connector  
\$36,900 (carry over)*

- Carry over Trail Connector Project
- Connect L'école de la Riv-Sud to the LaHave River and Centennial Trails
- Funding from Gas Tax & OHV Fund



# Recreation Services

## *Riverport Playground* *\$40,000 (carry over)*

- Replace or upgrade playground equipment based on Community Consultation
- Contingent on School Demolition Project
- Funding from Depreciation reserves



# Recreation Services

## *River Ridge Common*

~~\$300,000~~ **\$320,000**

- Phase 3 of project
  - signage; lower park
  - develop accessible trail from parking lot to lower park
  - other trail development (accessible and single track trails)
  - picnic tables/benches
  - **Carry over of \$20,000 for landscaping**
- **\$300,000 Pre-approved by Council March 12/19**
- Funding from Gas Tax
- *A \$100,000 funding application has been submitted  
(Provincial Trail Expansion CCH)*



# Recreation Services

## *Miller Point Kiosk Replacement* *\$10,000 (carry over)*

- Replace information kiosk
- Funding from Depreciation Reserve

# Recreation Services

*Future Land Purchases \$225,000*

- Estimate for future land purchases
- Funding from Open Space reserves



# Recreation Services

*LaHave Sunset Park*  
*\$15,000 (carry over)*

- Create walking path and parking for public accessibility to park
- Engineering Dept Project Lead
- Funding from Open Space reserves



# Recreation Services

*Truck MARC*  
*\$75,000*

To replace a 2008 Ford f250 (3/4ton); 4x4 with an 8 foot box with an aftermarket dump box installed with tow package

- Funding from Depreciation reserves

# Recreation Services

## *Sawpit Switchback Trail*

*\$20,000*

- To design a switchback trail from the upper to lower parking lot
- 2020-21: Construct a "hitching post" concept by the boat launch – boats can tie off while moving vehicle and trailer.
- Funding from Gas Tax





# MUNICIPALITY OF THE DISTRICT OF LUNENBURG

**REPORT TO:** Finance Committee

**SUBMITTED BY:** Dave Waters Director of Business Development Tourism and Infrastructure

**DATE:** April 16<sup>th</sup>, 2019

**SUBJECT:** Now Lunenburg County – Doctor Recruitment request

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## **RECOMMENDATION/DIRECTION**

**Finance Committee recommend to Council that Council grant the Community Foundation of Nova Scotia Society \$5,000 to assist Now Lunenburg County with Doctor Recruitment.**

## **DISCUSSION**

On March 13, 2019 Now Lunenburg County applied under the Community Economic Development Grant for assistance for their Doctor Attraction and Retention Strategy for 2019-2020.

It has been identified that the issue of not having a family doctor is a very important issue. After the reviewing the document it was identified that Now Lunenburg County was not a Not-For-Profit organization and the purpose of the request did not meet the intended purpose of the Community Economic Development Grant of small-scale events and project that would promote the District.

After a discussion with Now Lunenburg County it was identified that The Community Foundation of Nova Scotia Society (CFNSS) would make the request on behalf of Now Lunenburg County. CFNSS is a registered Not for Profit. After reviewing the grant, it was felt that the request itself was outside the financial capacity of the Community Economic Development Grant and perhaps outside the intended purpose for the grant. It was suggested that we could bring the request to council during the budget process as a special request.

Attached is the original grant request that was submitted with a breakdown of the activities.

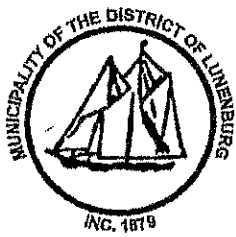
As indicated the strategy is broken down with many different activities and items such as; Doctor recruitment events, promotional materials, administration and operational cost.

It is the recommendation of staff that we provide a one-time assistance on the items related to marketing materials that include the Municipal logo and the facilitation of local events that promote the municipality. We will request that a municipal banner be displayed during the events.

Staff is recommending that the municipality provide The Community Foundation of Nova Scotia Society \$5,000 toward their Doctor Recruitment and Retention Strategy.

#### Alternatives

1. Provide the Community Foundation of Nova Scotia Society \$5,000 toward both tangible marketing materials and local event development for Doctor Recruitment in Lunenburg County
2. Decline the request from Now Lunenburg County as per the grant application received on March 13, 2019
3. Provide additional fund to the Community Foundation of Nova Scotia Society to assist Now Lunenburg County in their Doctor Recruitment efforts



# COMMUNITY ECONOMIC DEVELOPMENT GRANT

## APPLICATION FORM

Please complete and return to

Name of Organization applying NOW Lunenburg County

Contact Person Tina Hennigar Position Population Growth Coordinator

Mailing Address  
PO Box 203

Business telephone \_\_\_\_\_ Home telephone 902-523-5725 Email tina@nowlunenburgcounty.com

Geographic location of event or initiative. Please list or attached civic addresses.

Lunenburg County

Expected number of participants/spectators 500 + Doctors & Resident Doc's of locums.  
could benefit all residents of Lunenburg county

Describe the project, event or initiative  
NOW LUNENBURG COUNTY is promoting Lunenburg County to medical students, visiting doctors and their families, locums and other medical professionals. We are also hosting these doctors to ensure they have a better experience in Lunenburg County. We've created an international marketing campaign with a video series called, "Practice More than Medicine in Lunenburg County." We are also going to doctor recruitment events in Halifax and NFLD and have also gone to France and Belgium on a recruitment mission. We have successfully lobbied to bring the LIC program here and will be providing settlement

Describe any partnership with local organizations \_\_\_\_\_ services to those students.

NOW LUNENBURG COUNTY is working with the Health Services Foundation, Doctors NS, The Hospital Auxiliary, NSHA, Dalhousie University, local doctors (Practicing and retirees), local businesses who donate their goods and services to enhance the experience of visiting doctors.

\$13,250

Municipal funding requested

**Total Amount Requested**

The undersigned agree and understand that the project, event or initiative contained herein must promote the area and foster community economic growth.

I certify that, to the best of my knowledge, the information provided in this grant application is accurate and complete and that the project, event or initiative is endorsed by the organization which I represent.

Tina Hennigar

Name (Print)

Signed

Policy MDL-43

Lynn Hennigar

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Position Acting Chair  
(Chair, Vice Chair, Secretary or Treasurer)

Date March 13, 2019

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Mailing Address  
PO 410 Box 410

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Telephone 902-514-5376

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E-mail Address (if applicable) [lynn.hennigar@gmail.com](mailto:lynn.hennigar@gmail.com)

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**\*\* Attach any additional supportive information\*\***

Return to: Community Economic Development Officer  
210 Aberdeen Rd.  
Bridgewater, NS B4V 4G8  
Fax: (902)527-1135

For information: (902) 541-1353 or email [dwaters@modl.ca](mailto:dwaters@modl.ca)

# now

LUNENBURG  
— COUNTY —  
NOVA SCOTIA

Dr. David Anderson  
Dean, Dalhousie Medical School

Dear Dean Anderson,

We represent the NowLunenburg community advocacy group, which is seeking to foster growth in the Lunenburg county area. One of the areas of focus for us has been the retention and recruitment of physicians; we see a strong and vibrant physician presence as essential to attracting individuals to our community, and we have been working closely with Doctors Nova Scotia and the Nova Scotia Health Authority to develop strategies in support of this. For example we met with physicians from the community to seek their guidance and insights into how to best retain our current physicians as well as attract new doctors, and we then had a community meeting, with over seventy individuals, discussing how the community can help support physician retention and recruitment.

One of the most notable points made in both meetings was the value of having the Dalhousie School of Medicine so close, and the potential for Dalhousie Medical Graduates to become part of our community. We had a number of discussions on how we might support this, and we'd certainly be open to sharing those discussions with you and your colleagues, and would welcome the opportunity to do so. We are very, very interested in how we as a community can support the medical school, and your focus on distributed learning.

On that note, we want to extend congratulations to you and everyone else involved in the recent announcement of the Longitudinal Integrated Clerkship, set to launch in Cape Breton. We believe that this is exactly the type of program needed in communities across the province to help support recruitment and retention of physicians. We don't know if there is any interest in expanding the program to other communities, but want to reach out to let you know that we would be extremely interested in working with you and others to develop a similar program, perhaps in Bridgewater. We understand that these types of initiatives take a lot of time and effort, but we believe that we have a solid group of physicians, along with a very active community citizenry, who would work to make this program a success in Lunenburg County. We believe that this can be a very positive experience for students, for physicians, and for patients.

As mentioned above, we would be very open and interested in speaking with you and your colleagues about our work, and specifically on any opportunity to expand programs such as the clerkship, to Lunenburg County.

Thank you for any consideration.

Sincerely

Lynn Hennigar  
Member NOW Lunenburg County

NOW Lunenburg County - Doctor Attraction and Retention Strategy		2019-2020	Notes
<b>Program</b>			
Doctor Recruitment	\$ 2,500.00	support for Physician attendance at events	
Promotional Marketing Campaign	\$ 10,000.00	videos, booth creation and other marketing	
Rural Week	\$ 3,300.00	week long event supporting 1st year medical students tour of our area	
Admin and operations	\$ 5,000.00	recruiter, project support, meeting arrangement and engagement planning and events	
Facilitated Events and on-going community engagements	\$ 17,000.00	2 engagements around citizen participation in Doctor recruitment and retention; ongoing strategic consultation and support navigating through this complex problem and system.	
Recruiting accommodation and costs	\$ 5,250.00	hosting of locums, rural; week participant and doctors considering moving here in an executive apt (\$150 per night 50 nights)	
<b>Total Program</b>	<b>\$ 43,050.00</b>		
<b>Funding Partners</b>			
Doctors NS	\$ 2,500.00	confirmed	
Health Services Foundation of the South Shore	\$ 2,300.00	confirmed	
Private Sector	\$ 3,000.00	Fundraising	
Municipal Support	\$ 25,000.00	TOWN OF MAHONE BAY \$500; TOWN OF LUNENBURG 1,250; TOWN OF BRIDGEWATER \$4,500; DISTRICT OF CHESTER \$5,500; MUNICIPALITY OF LUNENBURG \$13,250	
NOW LC	\$ 10,250.00	confirmed	
<b>Total Funding Partners</b>	<b>\$ 43,050.00</b>		
<b>Difference</b>	<b>\$ -</b>		

NOW LC 2019-2020

Municipal Contributions		%
District of Lunenburg	13,250	53%
Town of Lunenburg	1,250	5%
District of Chester	5,500	22%
Town of Mahone Bay	500	2%
Town of Bridgewater	4,500	18%
Total	25,000	100%

**MEMO**

TO: Finance Committee

FROM: Trudy Payne, Director of Recreation Services

RE: Municipal Grant Program; Funding for other Municipal units/Groups with Management Agreements, Trail Groups

DATE: April 16, 2019

Each year the Municipality of the District of Lunenburg offers a Grant Program to its residents and non-profit groups to support the many volunteers and volunteer groups that make our communities better places to live, work and play. The following are the grant categories and the amounts being recommended for the 2019-2020 budget.

**Grant Program**

Community Capital Grant	\$16,000
Community Program Support	\$ 3,700
National Events	\$ 9,000
Elite Athlete	\$ 2,000
Leadership Training	\$ 2,000
Annual Operating/Major Recreation Capital	\$80,000
Youth Travel	\$ 1,000
Insurance Grants – Groups with Mgt. Agreements	\$ 8,000

The above grant program totals \$121,700 which is the same as the 2018-2019 budget.

**Funding for other Municipal Units and/or regional recreation facilities**

The **Town of Lunenburg** has requested \$40,000 for this year to assist with operating cost of running the arena and community centre. The arena usually incurs a deficit in excess of \$200,000. The amount of \$40,000 has been allocated in the 2019-2020 recreation budget as a place holder. Council provided them with a \$40,000 operating grant in 2018-2019.

Council last year made a commitment over a four-year period, starting in 2018-2019 and ending in 2021-2022, to contribute \$10,000 a year over four years to help the Town of Lunenburg to replace the roof on their arena. The commitment of the \$10,000 has been allocated in this year's budget.

This year the Town of Lunenburg has also requested \$40,000 to purchase a new Zamboni (letter attached). At the time of putting the budget together this request had not come in, so it is not reflected in the 2019-2020 budget. At the April 2, 2019 Finance meeting staff was directed to see if the Town would be able to purchase the Zamboni if a contribution of \$40,000 was made over a 4- year period, \$10,000 each year, as opposed to a one lump sum in this fiscal year. Below is an email response we received from the Town.

**“it would be beneficial if we could receive a one-time payment of \$40,000 as this would save interest charges, however if it can only pay over four years that is also fine. In the later case we will have to borrow the funds in order to offset not having the full \$40,000 when purchased.”**

**Non-Profit Groups with Management Agreements with MODL**

The District of Lunenburg has management agreements with eight groups who manage municipal properties or facilities on behalf of MODL. To support these groups who are volunteering their time and providing services to residents and the public, the Municipality provides funds towards development and maintenance, which is a direct investment into municipal properties. The following are the eight groups and what is being requested from these groups this 2019-2020 fiscal year:

<b>Pinegrove Outdoor Play Association</b>	\$8,000 (oper)+\$16,700 (splash pad) (\$6,000 last year for maintenance; \$5,300 for splash pad = \$11,300)
<b>Recommend:</b>	<b>\$6,000</b>
<b>Petite Riviere Community Park</b>	\$4,000 (\$3,500 last year)
<b>Recommend:</b>	<b>\$4,000</b>
<b>Chelsea United Baptist Church</b> for capital upgrades)	\$5,000 (\$1,000 for mtn same as last year; \$4,000
<b>Recommend:</b>	<b>\$5,000</b>
<b>Rose Bay Marine Park</b>	\$10,000 (\$8,000 for an engineered designed plan; \$2,000 for maintenance – same amount approved last year)
<b>Recommend:</b>	<b>\$6,000 capital; \$2,000 operating</b>
<b>United Communities Marine Park</b>	\$4,000 (\$3,500 last year)
<b>Recommend:</b>	<b>\$4,000</b>
<b>Lunenburg County Mountain Bike</b>	\$9,700 (\$4,000 last year)
<b>Recommend:</b>	<b>\$6,000</b>
<b>Lunenburg County Wildlife Association – Sucker Lake</b>	\$2,500 (new this year)
<b>Recommend:</b>	<b>\$2,500</b>
<b>Big Tancook Recreational Association – Day Park</b>	\$7,000 allocated last year but not used so recommending this be carried over with an additional \$5,000 for a total of \$12,000 to complete the park in 2019-2020)
<b>Recommend:</b>	<b>\$10,000</b>

The amount the **Pinegrove Outdoor Play Association** is requesting is \$8,000 to assist with day to day operating costs. Concerning funding of their proposed splash pad Council made the following motion last year:

**“10.1.4 Pine Grove Outdoor Play Association Splash Pad Moved by Councillor Veinot, seconded by Deputy Mayor Bell that Municipal Council accept the recommendation of the Finance Committee and approve the \$5,300 allocated in the 2018/19 Budget for the Pine Grove Outdoor Play Association’s splash pad project and pre-approve \$16,700 (the remainder of the \$22,000 requested) in the 2019/20 budget; and further, that the funding remain in a reserve until such time the Association has secured the funding enabling them to implement the project. Carried unanimously.”**

In the presentation of the recreation budget on April 2, 2019 the \$16,700 was not included but is now included in the recreation operating budget.

The **Petite Riviere Community Park** is requesting \$4,000 to assist with the day to day operations of the park which includes mowing, providing a portable toilet and supplies, power and other general maintenance.

The **Chelsea United Baptist Church** is requesting \$1,000 to assist with the day to day operations of the Molega Lake Park. An additional \$4,000 has been allocated in the budget to enable capital upgrades.

The **Rose Bay Marine Park** is requesting \$10,000 this year. They are requesting \$2,000 for day to day operations and \$8,000 towards developing engineered plans for parking and a boat launch, so when they are ready to construct, they have a design for contractors to bid on.

**The United Communities Marine Park** is requesting \$4,000 to assist with the daily operating costs.

The **Lunenburg County Mountain Bike Association** is requesting \$9,700 to maintain the mountain bike trails at the MARC, to continue with the development of additional mountain bike trails and to maintain the skills park at the MARC. They have also applied under the Major Recreation Capital Grant seeking funding in the amount of \$10,000 to develop a pump track near the skills park at the MARC. Pump tracks help riders learn how to corner and control bicycles, which helps young and inexperienced riders improve their skills, gain confidence and build their competency in cycling. A standard pump track requires approximately 4 to 6 thousand square feet. There is ample room to locate it in the open area between the skills site and the row of planted mature pine trees. Having the track located at this site will not interfere with any other activities in that area and will be highly visible to ensure the safety of young riders. Benches on the site will allow parents to watch their budding mountain bike pros enjoy the fun of learning new skills. Estimated costs are \$16,400. They are seeking \$10,000 from MODL, \$5,000 from other funders and will contribute in-kind in the amount of \$1,400. It is being recommended that this capital request be considered under the management agreements as opposed to the community group

funding provided by MODL under the annual operating and major recreation capital grants. The \$9,700 has been allocated in the 2019-2020 budget under the Mountain Bike Association, however, the capital request of \$10,000 has not.

The **Lunenburg County Wildlife Association** is seeking \$2,500 to aid in the maintenance of Sucker Lake. They have purchased a porta pottie, however, it needs to be maintained regularly by a company which adds to the costs, they will be creating a gravel walkway and will supply the garbage receptables. The porta pottie will be there 12 months of the year as this lake enables ice fishing. Each year they do a Spring and Fall clean-up which volunteers do. Machine operators donate their time and machines to help with the clean up. They haul away the brush. They also plow the park in the winter to enable ice fishing in which they also rely on donated machine operators time and equipment to get this done.

The **Big Tancook Island Day Park** will be developed on Municipal property by the Tancook Recreational Association. \$7,000 was allocated in the 2018-2019 budget, however, development of the park has not begun. They are also requesting these funds be carried over with an additional \$5,000 to help complete the park. Phase one involves clearing of the property, phase two earthwork and phase three the construction of the wooden ramps and viewing platform. Work includes the placement of footings and support posts. They too are looking at applying to the Province, fund raising and receiving in-kind donations of material and labour. Estimated cost for the project is \$19,000.

The amount budgeted in 2018-2019 operating budget was \$40,300. The amount being requested this budget year is \$71,900; an increase of \$31,600. The increase represents an increase to \$16,700 from \$5,300, a difference of \$11,400 to the Pinegrove Outdoor Play Association for the splashpad; an additional \$5,000 towards the Tancook Park; \$2,500 for Sucker Lake which is a new management agreement with the Lunenburg Wildlife Association, \$4,000 for Molega Lake for capital projects; and an additional \$8,700 for maintenance of the parks. The \$10,000 being requested by the Mountain Bike Association is not included in this increase. The amount being recommended would see \$9,700 currently allocated in the 2019-2020 not granted to groups. Also, an additional \$3,700 was budgeted for trail groups that will not be required, therefore, there is a potential of \$13,400 being additional currently in the budget, if the recommendations are approved, in which a capital request from the Mountain Bike Association for the pump track could be considered.

### **Rail to Trail Groups**

The Municipality has always supported the six rails to trail groups by providing human resource support, primarily through the Trail and Open Space Coordinator and by providing both maintenance and capital funds. Last year the Municipality provided \$55,000 in gas tax funding to the six trail groups listed below.

The \$55,000 was divided by the total km of trails and each group received funds based on the number of KM they manage and maintain.

Bull Run  
Dynamite Trail  
LaHave River Trail  
South Shore Annapolis Valley Trail  
Adventure Trail  
Bay to Bay Trail

For this upcoming fiscal year \$55,000 is being recommended, once again, to be dispersed to the six trail groups in the same manner.

To summarize funding amounts for the following grant categories have been presented for the Finance Committee's consideration for the 2019-2020 Municipality of the District of Lunenburg Budget:

- . community capital
- . community program support
- . national events
- . elite athlete
- . leadership training
- . annual operating/major recreation capital
- . youth travel
- . insurance grants
- . management agreement operating/capital funds
- . funding for regional facilities
- . trail funding for the six-non-profit rail to trail groups

*Trudy*



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TOWN OFFICE  
902-634-4410

ELECTRIC UTILITY  
902-634-4410

FIRE DEPARTMENT  
902-634-8343

PUBLIC WORKS  
902-634-8992

RECREATION  
902-634-4006

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FACSIMILIE  
902-634-4416

March 21, 2019

Ms. Trudy Payne, Recreation Director  
Municipality of the District of Lunenburg  
210 Aberdeen Road  
Bridgewater, NS B4V 4G8

Dear Ms. Payne:

Re: Lunenburg War Memorial Arena-Ice Resurfacers Replacement

The Town of Lunenburg would like to again express our sincere thanks for the Municipality's four year commitment totalling \$40,000 for the replacement of the roof at the Community Center and your ongoing yearly operating grant of \$40,000 which supports the operational costs of the Community Centre and the Arena. With your financial commitment, our community and the surrounding catchment areas in the Municipality of the District of Lunenburg, can continue to utilise and enjoy these very valuable cultural and recreational facilities for many years to come.

In the 2020/2021 fiscal year, the Town of Lunenburg is planning on replacing its only Arena ice resurfacers. The existing ice resurfacers is 30 years old and has required repairs to transmission, hydraulic system, etc. and is critical to our facility operation. Currently, the Town has reserved \$50,000 for its replacement and plans to budget another \$25,000 in the 2019/20 fiscal year for a total of \$75,000, for the replacement of this critical piece of Arena equipment. The total estimated replacement cost is \$125,000 leaving an unfunded balance of \$50,000.

Please accept this letter as a request for the Municipality of the District of Lunenburg's consideration to provide funding for the replacement of the Ice Resurfacers in the amount of \$40,000. The Municipality would be advertised as a major sponsor of the ice resurfacers. With over 16,000 estimated Arena users per season, the majority of whom reside in the Municipality of the District of Lunenburg, we trust you will share in our enthusiasm for the significance of this capital project.

Thank you again for the ongoing collaboration in providing excellent year-round recreation services to the residents of Lunenburg and Municipality of the District of Lunenburg. We are very appreciative of your consideration of this funding request and pleased to provide additional information as required.

Yours truly,

Kelly Cunningham  
Recreation Director

cc: Mayor Rachel Bailey  
Councillor Ronnie Bachman  
Councillor Errol Knickle

**UNESCO** *World Heritage Site*