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Finance Committee Meeting Agenda

Tuesday, April 4, 2023 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda (as circulated)**
- 5. Approval of Minutes – March 7, 2023**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs - Nil**
- 8. Presentations/Scheduled Times - Nil**
- 9. Consideration of Correspondence - Nil**
- 10. Recommendations from Council - Nil**
- 11. Staff Reports**
 - 11.1 Finance Department**
 - 11.1.1 2023/24 Five-year Capital Budget & Canada Community Building Fund 1-9
Investment Plan
 - 11.2 Recreation Department**
 - 11.2.1 Parks & Open Space Standards and Guidelines..... 10-12
 - 11.2.2 Financial Assistance Request: Bridgewater Fire Department Band 13-17
- 12. Added Items**
- 13. In Camera**
 - 13.1 Land Negotiations under Section 22(2)(a) of the MGA
- 14. Adjournment**



Municipality of the District of Lunenburg

Request for Decision

Report to: Finance Committee

Submitted by: Elana Wentzell, Director of Finance

Date: April 4, 2023

Re: 2023/24 Five-year Capital Budget & Canada Community Building Fund Investment Plan

Recommendation

That the Finance Committee recommend to Council that Municipal Council approve the 2023/24 Capital Budget & Canada Community Building Fund Investment in the amount of \$9,420,024 and the 5-Year Capital Plan.

AND

That the Finance Committee recommend to Council that Municipal Council approve the 2023/24 Reserves Transfers as noted in the 5-Year Capital Plan.

Executive summary

At the March 7, 2023, Finance Committee meeting, the Committee reviewed the draft 2023/24 Capital Budget and 5-year Capital Investment and Canada Community Building Fund Plan.

The updated budget and investment plan is attached for consideration. Please note that the following changes were made based on the March 7, 2023 Committee meeting:

- Page 1: Budgeted funds from Wile's Lake and Indian Falls Parks (\$125,000) were moved to the Park Standards Upgrades budget. The Park Standards review will determine where this \$340,000 budget is to be spent this year. As well, the

MARC re-imagining consultation and assessment has been moved to Year 4 so staff can concentrate on necessary upgrades to existing Parks.

- Page 3: Community Solar Garden - the Lunenburg County Community Fund (LCCF) has agreed that \$880,000 of the funds held in Trust can be used for the Community Solar Garden. Revenues generated from this project will help offset withdrawals made from reserves to avoid any required capital borrowing.
- Page 3: Descriptions and notes were updated for the Petite Riviere Watershed Flood Mitigation project, Public Transit in Osprey Village, EV Chargers Study and EV Fleet Chargers.
- Page 7: funding in Year 2 was updated for the LCCF contribution and increased reserves contribution.

Budget implications

The 5-year plan expenditure budget was not changed. The funding was updated based on an increase in reserve transfers for the Community Solar Garden and the LCCF contribution to this project.

Alternatives

The Committee may direct further changes to the budget.

Conclusion

Staff recommend that the Committee accept the changes as presented and recommend Council approval of the 2023/24 Capital Budget and 5-year Capital & Canada Community Building Fund Investment Plan.

Report Preparation	
Department	
Report Prepared by	
Report Approved by	
Date Reviewed by C.A.O.	

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Corporate Infrastructure & Accessibility Projects								
Facilities								
Accessibility Legislation Placeholder	<i>Emerging Issues</i>	125,000	250,000	250,000	250,000	250,000	-	Provincial Regulations 2022- Placeholder for accessible upgrades to buildings, Municipal Services Building, MARC, Public Washrooms. Assume grant up to 50%. Reserve Municipal portion (i.e. \$125,000 per year)
Accessibility Plan Improve Rec Assets, beaches etc.	<i>Re-Create Parks!</i>	125,000	175,000	175,000	175,000	250,000	-	Application submitted for Accessibility grant. Priorities Mush-a-Mush, Miller, Hirtle's, Indian Falls, Sunset Park, River Ridge Common, and water access sites. Accessibility plan will determine priorities. In addition we will upgrade trash stations, tables, shelters, washrooms, bike stations. 1st priority is Mush-a-Mush for this fiscal. Funds from Land Sales Project will be re-invested in Parks. Improve accessibility for other Recreation assets based on accessibility plan to be completed in Year 1 Includes upgrades like mobi mat's, beach chairs (for swimming), covered shelters, etc. \$19,000 grant obtained for the Accessibility Audit of the Parks.
Park Standards Upgrades	<i>Re-Create Parks!</i>	340,000	625,000	375,000	425,000	275,000		Upgrades to parks as identified in the Park Standards Review. Sale of land to Open Space for funding allocated to Parks
MARC Ballfields	<i>Re-Create Parks!</i>	400,000						Mitigation of grub issues and ballfield repairs
MARC Facility Re-imagining	<i>Re-Create Parks!</i>				75,000		5,000,000	Estimate for design from assessment and then significant upgrades or re-imagining MARC (Bldg. demo and re-use) Assume 60% Grant Green Funds
Municipal Services Building Final Costs	<i>Ongoing Capital Requirement</i>	450,000	-	-				HVAC (3rd party warranty \$400,000), Miscellaneous upgrades
Office reconfiguration	<i>Ongoing Capital Requirement</i>	100,000						Create office space from existing storage room
Public Mooring installations	<i>Emerging Issues</i>	40,000						\$20,000 to come from MICA - 20 public buoys
Vehicles								
Engineering Dept Vehicle (EV)	<i>Climate Change Action Plan</i>	120,000	-	100,000				Awaiting delivery of Ford F150 - rec'd Council pre-budget approval
Bldg. Insp Vehicle Replacements (EV) (4)	<i>Climate Change Action Plan</i>			160,000				Estimate for 2 replacements per budget year indicated. Pre-approval Jan 2023 for 2 electric vehicles
Parks Vehicle Replacements	<i>Climate Change Action Plan</i>		120,000	120,000				

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
WWTP Van & Truck replacements (EV)	<i>Climate Change Action Plan</i>	-	120,000	120,000				To replace aging vehicles (2014 purchase year)
WWTP EV Chargers	<i>Climate Change Action Plan</i>		50,000					
Other								
Tax Bill Portal	<i>Emerging Issues</i>	15,000						Purchase software for online access to Tax Bills (SNSMR funding rec'd) also includes employee pay stubs Most likely have to carry over due to IT requirements
<i>Subtotal Corporate Infrastructure & Accessibility Projects</i>		1,715,000	<i>1,340,000</i>	<i>1,300,000</i>	<i>925,000</i>	<i>775,000</i>	<i>5,000,000</i>	
Climate Change Mitigation & Adaptation Projects								
Green/Climate Change Projects (\$500k/yr. - less projects i.e. solar panels)	<i>Climate Change Action Plan</i>	-	350,000	200,000	500,000	500,000		Council - Climate Change Emergency Declared Est \$500,000/year. Includes Solar panels & EV charges below. Sustainability Reserve to be created from unused budget monies.
Facility & Energy Assessment CES & Building Upgrades	<i>Climate Change Action Plan</i>	75,000	50,000	250,000				Assessment for energy upgrades and safety/accessibility options. Carry over to 2023/24 funding approved
Solar Panels - Municipal Building	<i>Climate Change Action Plan</i>	200,000						Install 100KW array on south side roof to reduce energy use and GHG emissions - installation to be finished in Spring 2023
Solar Panels - New Germany WWTP (incl PS's)	<i>Climate Change Action Plan</i>		175,000					Installation of 100KW system
Solar Panels - Conquerall Bank WWTP	<i>Climate Change Action Plan</i>	100,000						Installation of 10KW system, plus building addition to accommodate inverter
Solar Panels - Cookville WWTP (incl PS's)	<i>Climate Change Action Plan</i>			300,000				Installation of 100KW system
Solar Panels - CES Building	<i>Climate Change Action Plan</i>				150,000			Future installation after building upgrades completed

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Community Solar Garden	<i>Climate Change Action Plan</i>	220,000	13,500,000					5 MW system managed by AREA (energy savings equal to 700 homes or 150,000 trees). Sustainable communities challenge fund application 80% Year 1. Municipal partnership MODL 50%. Subscription model to be considered. \$880,000 contribution from Lunenburg County Community Fund in Trust.
Recreation Climate Change projects	<i>Climate Change Action Plan</i>							Placeholder for recreation Projects (TBD)
Petite Riviere Watershed Flood Mitigation	<i>Climate Change Action Plan</i>	20,000	-	-				Detailed assessment of mitigation options complete. Carry over in Year 1 for implementation.
Public Transit - Osprey Village	<i>Osprey Village Growth Centre</i>	250,000	250,000	-				Transit costs for route in Osprey Village. Gas Tax (CCBF) earmarked \$236,900
EV Chargers Study	<i>Climate Change Action Plan</i>	25,000						Community Plan side of Climate Change Strategy - Study Outcome might not be owned infrastructure - carry over
EV Fleet Chargers	<i>Climate Change Action Plan</i>	120,000						Install EV charges in the fleet parking lot at Municipal Services Building - obtained Council's pre-budget approval. Corporate Plan side of Climate Change Strategy
<i>Subtotal Climate Change Mitigation & Adaptation Projects</i>		1,010,000	14,325,000	750,000	650,000	500,000	-	
<i>Economic Development Projects</i>								
Internet	<i>Prior Strategic Priority</i>	450,000	180,000	-				Per Council Internet Strategy - remaining areas include Molega Lake & Tancook Islands
Osprey Village Extension of Champlain - to Lot 9 (new 21-1)	<i>Osprey Village Growth Centre</i>		700,000					Road extension to facilitate development. This project will be tied to the FH Development expansion and sewer expansion
Beautification - Osprey Village	<i>Osprey Village Growth Centre</i>		50,000	50,000				Staff will look to develop a beautification strategy with implementation in 2024/25
Wayfinding (Directional/Visual Signage to MODL Assets)	<i>Prior Strategic Priority</i>	225,000	225,000	225,000	-			Development of the strategy, design, location and priorities complete. Implementation of 5-year strategy continues through 2025/26.
<i>Subtotal Economic Development Projects</i>		675,000	1,155,000	275,000	-	-	-	

5 Year Capital Investment and Canada Community-Building Fund Plan	Strategic Priority	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Trail Development Projects								
Annual contribution to Trail Groups	Prior Strategic Priority	68,024	68,024	68,024	74,836	74,836		Annual budgeted grant to local Trail associations (\$482/km increase to \$531/km in year 3 then \$584/km Year 6) for ongoing trail capital requirements. Central Nova has been added as now look after 4 kms.
Art on the Trail/in the Parks	Re-Create Parks!	33,000	20,000	22,000	24,000	26,000		Continuation of art installations on MODL trails in consultation with Aboriginal/Indigenous group. \$15,000 carried over, combined with \$18,000 budgeted 2023/24. Grant funding will be sought to offset cost. Expected to install four art pieces.
Arthur Young Trail	Re-Create Parks!		30,000		10,000			Upgrade existing trail
Osprey Village AT Connection Pedestrian Bridge	Osprey Village Growth Centre	700,000	6,880,000	2,000,000				Trunk 10 AT Project cost \$9.7 M (73.3% grant funding estimate) - pedestrian bridge over Highway 103 and connecting pathways. September 2023 start date.
Indian Falls Trail upgrade	Re-Create Parks!	90,000						Carry over of \$90,000 for trail
MARC existing Trail Upgrade	Re-Create Parks!	30,000						Capital upgrades to existing trail (ditching, culverts, surfacing)
MARC Trail Connect/Bridge	Re-Create Parks!		100,000					Completion of 800m trail connection
Osprey Village Trail Connector	Osprey Village Growth Centre	800,000						Approvals from NSPW, NSP, NSE. Verbal easements received over 3 privately owned land parcels. Most likely no grant
Subtotal Trail Development Projects		1,721,024	7,098,024	2,090,024	108,836	100,836	-	
Parks & Open Space Projects								
Future Land Purchases	Emerging Issues	50,000	50,000	50,000	50,000	50,000		Open Space reserves availability
Park Roads - Miller Point	Re-Create Parks!			90,000				Upgrades to existing road for easier future maintenance
Park Roads - Indian Falls	Re-Create Parks!	30,000						Install culvert and related upgrades (installation: June - September 2023)
Mush-a-Mush Park Upgrades	Re-Create Parks!							Upgrades to be informed by Park Standards
Pinegrove Park Upgrades	Re-Create Parks!							Replace rink & other upgrades to be informed by Park Standards.
River Ridge Phase 5	Re-Create Parks!			140,000				2023:24: Phase 5 Construct upper parking lot. Signage will be moved
Sawpit Park	Re-Create Parks!	29,000						Community Plan to be awarded in fiscal 2022-2023; funds carried over from 2022-23; upgrades as a result of plans

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Wharf Assessment/Upgrades - Rose Bay	<i>Ongoing Capital Requirement</i>							Wharf assessment to determine upgrades required - Community group responsibility per management agreement
Wharf Assessment/Upgrades - Sawpit	<i>Re-Create Parks!</i>	15,000						Wharf assessment in Year 1 to determine upgrades required
Wile's Lake Park	<i>Re-Create Parks!</i>							Park Standards to be adopted before Community Concept Plan initiated
Pickleball Courts	<i>Prior Strategic Priority</i>	800,000	100,000	100,000	100,000			Design and construct outdoor pickleball courts. Other amenities will be determined through community consultation. Year 1 - 3rd party contribution estimate total \$110,000 (estimate \$150,000 CCH,\$10,000 Pickleball Club)
Subtotal Parks & Open Space Projects		924,000	150,000	380,000	150,000	50,000	-	
Paving Projects - Roads & Shoulders								
AT Paved Shoulders	<i>Prior Strategic Priority</i>	150,000	150,000	150,000	150,000	150,000		Estimate cost per km \$175,000
AT Plan - upgrade existing plan	<i>Osprey Village Growth Centre</i>	50,000						Develop AT Plan for Osprey Village - 100% funded up to \$50,000
J Class Roads (NSPW paving Partnership)	<i>Prior Strategic Priority</i>	350,000	350,000	350,000	350,000	350,000		NSPW partnership to pave non-owned MODL roads. 2023/24 Request: The Point Rd (0.79 km), Darby's Head Rd (0.45 km), St. Augustine Rd (0.13km), Riverside(0.1 km), Freeman(0.37 km), Riverview (0.18 km) & Church(0.25 km) Total 3.12km
Municipal Roads Paving								
Homestead Estates Paving	<i>Prior Strategic Priority</i>						1,044,000	Next priority municipal road upgrade
Jessie Lane Upgrade	<i>Prior Strategic Priority</i>						750,000	Next priority municipal road upgrade after Homestead Estates
Billie Lane Upgrade	<i>Prior Strategic Priority</i>						400,000	Cost share with developer
Curbs & Sidewalks								
Nathan Cirillo/Pinegrove	<i>Prior Strategic Priority</i>	-	40,000	800,000				Curbing and sidewalks in Osprey Village Commercial Centre Area (80% grant)
Subtotal Paving Projects - Roads & Shoulders		550,000	540,000	1,300,000	500,000	500,000	2,194,000	

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Water, Wastewater & Environmental Protection Projects								
Centre School Assessments, Bldg. Demo & Soil Remediation	<i>Ongoing Capital Requirement</i>			100,000	2,000,000			ESA Assessment, Implementation of remediation & demolition of building. 73% grant funding estimate
Green Compost Carts	<i>Ongoing Capital Requirement</i>	60,000	60,000	60,000	60,000	60,000		Annual purchase of Green Compost Carts
Osprey Village Water Tower	<i>Osprey Village Growth Centre</i>	925,000	2,700,000	215,000				Water Tower - funding 73% of \$2.9M, TOB MODL share 50% Total \$3.84M for tower and connections, design included
WWTP - Annual Large Pump Rebuilding/Replacement Program	<i>Ongoing Capital Requirement</i>	10,000	10,000	10,000	10,000	10,000	-	Annual Large Pump Rebuilding/Replacement Program (\$10k/YEAR) 2023/24 NG PS#4; 2024/25 HB PS#20 Pump 1; 2025/26 HB PS#20 Pump 2; 2026/27 HB PS#19 Pump 1 ;2027/28 HB PS#19 Pump 2; 2028/29 HB PS#18 Pump 1; 2029/30 HB PS#18 Pump 2. HB would only be done if we don't upgrade the stations as part of the larger capital project for \$3M
WWTP Cookville Plant Expansion	<i>Osprey Village Growth Centre</i>	750,000	13,000,000	2,000,000				ICIP Grant 73.3% grant \$9.1M received for design and construction
WWTP Cookville I&I	<i>Osprey Village Growth Centre</i>	50,000						Carry over: Investigate inflow and infiltration in the Cookville waste water system - mitigation
WWTP Hebbville Pump Stns - Assess & Design	<i>Ongoing Capital Requirement</i>				175,000	4,000,000		Replace entire system, including 3 pump stations, as per CBCL's 2022 study
Conquerall Bank - I&I Study	<i>Ongoing Capital Requirement</i>	40,000	50,000					Inflow & infiltration study at Conquerall Bank System
Conq Bank - caustic soda system improvements	<i>Ongoing Capital Requirement</i>	50,000	170,000					Expand existing building and install caustic soda system
NG Flood prevention	<i>Ongoing Capital Requirement</i>			50,000				Build berm
WWTP NG Inflow & Infiltration Mitigation	<i>Ongoing Capital Requirement</i>	800,000		40,000				Phase 1 - based on video investigation, main pipe repairs. Phase 2 - identify all ppty's (247 homes) and eliminate sources of inflow and infiltration should it be necessary. Council pre-approval received.

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
WWTP NG Plant Upgrades	<i>Ongoing Capital Requirement</i>			100,000	125,000	2,000,000		Estimate for capacity study, design and refurbishment of NG Treatment Plant
WWTP NG Pump Stn 6 Electrical Upgrade	<i>Ongoing Capital Requirement</i>	90,000						Upgrades to Pump Stn 6 (\$30K PCAP) - carry over
Water Resiliency/Dry Wells	<i>Climate Change Action Plan</i>	50,000						Capital Project to address Dry wells
<i>Subtotal Water, Wastewater, Environmental Protection Projects</i>		2,825,000	15,990,000	2,575,000	2,370,000	6,070,000	-	
TOTAL PROJECT COST		\$ 9,420,024	\$ 40,598,024	\$ 8,670,024	\$ 4,703,836	\$ 7,995,836	\$ 7,194,000	
Funding		2023/24	2024/25	2025/26	2026/27	2027/28	2028 +	
<i>Canada Community-Building Fund (CCBF)</i>		1,938,024	764,024	793,024	674,836	574,836		
<i>Depreciation</i>		425,000	1,182,500	1,685,000	272,500	185,000		
<i>General Operating Reserve</i>		3,032,025	6,828,526	2,326,469	955,340	513,000		
<i>Potential Borrowing (Community Solar Project)</i>			-					
<i>Potential Borrowing (Waste Water Treatment)</i>		-	4,977,500	1,000,000	-	3,000,000		
<i>Sewer Reserve</i>		570,025	1,560,000	200,000	222,500	10,000		
<i>Open Space Reserve</i>		50,000	559,000	415,000	325,000	325,000		
<i>Sherbrooke</i>		-	-	-	-	-		
Subtotal Municipal Cost of Projects		6,015,074	15,871,550	6,419,493	2,450,176	4,607,836		
<i>Grants</i>		2,751,615	19,845,637	2,143,031	2,178,660	3,388,000		
<i>Other - 3rd party contributions (includes \$880,000 LCCF)</i>		653,335	4,880,837	107,500	150,000	-		
Total Funding		\$ 9,420,024	\$ 40,598,024	\$ 8,670,024	\$ 4,778,836	\$ 7,995,836		



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipality of the District of Lunenburg Finance Committee
Submitted by: Marta Selassie, Trails & Open Space Coordinator
Date: April 4, 2023
Re: Parks & Open Space Standards and Guidelines

Recommendation

It is respectfully recommended that Council adopt the Parks and Open Space Standards and Guidelines: creating space for everyone as presented and direct administration to begin implementation in 2023.

Executive summary

A recommendation included in the Open Space Strategic Plan was the development of minimum parks standards. The Parks and Open Space Standards and Guidelines (PSG), attached, provides a clear and principle focused approach to park maintenance and planning. The purpose of the document is to ensure consistency in standards and service delivery; provide a spectrum of opportunities across the district and account for the needs and abilities of all community members.

Defined within the document is a classification system that clearly articulates the goals and priorities MODL has regarding the provisions of parks and open spaces. The classification system is broken down to six categories: regional park, destination park, neighbourhood park, parkette, conservation land and sport park. The PSG list each park and the minimum amenity for each designation.

Discussion

The development and implementation of the Open Space Strategic Plan laid the foundation for the park network within the District of Lunenburg. For many years, the municipality focused on acquiring and developing parks, preserving access to lakes and coastlines and foraging relationships with community groups for park and trail development. With many of the goals in the Open Space Strategy completed the time has come to change the focus from developing to recreating and maintaining.

Recreation trends have shifted, people are opting to head outdoors for leisure time pursuits. The Engage Nova Scotia Quality of Life survey results substantiated this with parks and trails as the top choice for how Nova Scotians choose to spend their leisure time. Further to this, the pandemic and travel restrictions accentuated the public's reliance on local parks and recreation. Interest and demand significantly increased reinforcing the vital role parks and open spaces have in our communities.

Continued investment in parks, trails and open spaces has tangible individual and socio-economic benefits. Recreational spaces not only contribute to the health and resiliency of the community by promoting active living, they also preserve the ecological health of the natural environment.

The 2021 census data for MODL shows the population is growing and aging. It also indicates that approximately 30% of residents are over the age of 65. MODL must ensure recreational opportunities and spaces are adapting to meet the growing diverse needs of an ageing population.

Improving the quality of MODL spaces has been identified as a priority of council.

Budget implications

The budgetary implications for the Parks and Open Space Standards is the implementation of the plan. Additional funding has been included in this year's budget to begin upgrading MODL spaces.

Strategic plan

Council has adopted vision, mission, and values statements and set strategic priorities that guide the overall direction of municipal management and focus the work of the municipality. The proposed park standards were developed in alignment with these.

Specifically, the park standards document commits to reducing and removing barriers within MODL spaces creating more **Equity and Inclusion** aligning with the MODL value statement and the Lunenburg County Accessibility Plan. The classification system and minimum requirements within support the 2023-2024 **RE-Create Parks** strategic priority.

Work plan

The recreation and engineering departments will work collaboratively to create an implementation and evaluation strategy and develop the levels of service to ensure the minimum standards defined within the standards are met.

Alternatives

1. THAT Council adopt the Parks and Open Space Standards and Guidelines: creating space for everyone as presented and direct administration to begin implementation in 2023.
2. THAT Council adopt the Parks and Open Space Standards and Guidelines with amendments.
3. THAT Council not approve the Parks and Open Space Standards and Guidelines and direct administration to present new options to council.

Conclusion

Given that the Parks and Open Spaces Standards and Guidelines align with the strategic priorities, recognizes the need to improve accessibility within parks and was identified as a need in Open Space Strategic Plan, administration recommends the Council adopt the Parks and Open Space Standards and Guidelines as presented and direct administration to begin implementation.

Report Preparation	
Department	Recreation, Parks & Tourism
Report Prepared by	Marta Selassie, Trails & Open Space Coordinator
Report Approved by	Trudy Payne, Director of Recreation, Parks, & Tourism
Date Reviewed by C.A.O.	



Municipality of the District of Lunenburg

Request for Decision

Report To: Finance Committee
Submitted By: Trudy Payne, Director of Recreation, Parks, and Tourism
Date: April 4, 2023
Re: Financial Assistance Request: Bridgewater Fire Department Band

Recommendation

That the Finance Committee recommend to Council that Municipal Council award the Bridgewater Fire Department Band \$2,500 towards their trip to perform at Menin Gate from August 17-25, 2023 and that the funds come from the contingency fund.

Executive summary

The Bridgewater Fire Department Band was invited to perform at Menin Gate in August 2020, however, due to COVID, the trip had to be postponed until this year. They will be travelling between August 17-25, 2023, performing at several stops throughout Europe before their final performance at Menin Gate. In January 2020, the Bridgewater Fire Department Band requested funding from the Municipality for their trip. This funding did not fit within any grant criteria and was put forward as a special request.

At the January 14, 2020 Council meeting, Council passed the following motion:

“That Municipal Council support the Bridgewater Fire Department Band for \$2,500 to perform at the Last Post Ceremony at the Menin Gate in Ypres, Belgium on Wednesday, August 12, 2020, and further that the Bridgewater Fire Department Band’s request for an additional \$2,500 be forwarded to the Finance Committee for inclusion in the 2020/21 budget deliberations”.

The awarded \$2,500 was received by the Band in February 2020, however when the trip was postponed, the additional funding was not included in budget deliberations, as per the motion. They are now asking for the additional \$2,500 to help cover the remaining expenses for the trip.

Discussion

The Bridgewater Fire Department Band is composed of over 60% of members being residents of the Municipality of the District of Lunenburg, including 5 of 7 executive positions. They have members from five counties – Shelburne, Kings, Annapolis, HRM, and Lunenburg.

It is an honour for the Bridgewater Fire Department Band to be invited to perform at the Menin Gate, which is a monument dedicated to British Commonwealth soldiers – including many Nova Scotians – who died during the Ypres Salient, one of the most protracted and bloody battles of the First World War. The memory of Ypres, of Passchendaele, and of Flanders Fields is deeply seared in the collective Canadian consciousness, and it is said with considerable justification that even more so than at Charlottetown, Canada truly became a nation in the trenches of Belgium.

Because of Ypres's significance to Canadian identity, and in honour of the hundreds of thousands who fell in battle there, to play at the Menin Gate is an honour of the highest order and they have accepted the invitation. They plan to travel from Halifax on August 17, 2023, arriving in Paris, France, travelling throughout Europe performing, before returning to Halifax on August 25, 2023.

The Band has already set aside \$45,000 towards the anticipated \$64,000 trip. After extensive fundraising efforts, the band currently still has a shortfall. They have received municipal support from the Town of Bridgewater for \$2,500, corporate sponsorships, private donations, member contributions, and fundraisers. Fundraising efforts will continue until they reach their goal, however they would like to focus their attention on rehearsing.

Budget implications

If Council would like to fulfil the request, it is recommended that the funding come from the contingency fund.

Alternatives

1. Not award the additional funding requested.
2. Award a different amount than is requested.
3. Award the amount requested but from a different fund within the operating budget.

Conclusion

The Bridgewater Fire Department Band is travelling overseas this summer to France, Belgium, and Holland to fulfil their long-delayed commitment (since 2020) to visit several Canadian war memorials and to play at the Menin Gate. They are seeking additional funding, in the amount of \$2,500, to support their trip.

Report Preparation	
Department	Recreation, Parks, and Tourism
Report Prepared by	Tissy Bolivar and Trudy Payne
Report Approved by	
Date Reviewed by C.A.O.	

From: [Director of Music/BFD Band](#)
To: [MODL Mayor](#)
Cc: [BFD Band Admin](#)
Subject: BFD Band Overseas (finally!) this August!
Date: Thursday, February 9, 2023 2:42:05 PM
Attachments: [BFDB 2023 Trip Budget.pdf](#)
[BFDB Itinerary 2023.pdf](#)

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Dear Carolyn,

The BFD Band is finally travelling overseas this summer to France, Belgium, and Holland to fulfil our long-delayed commitment to visit a number of Canadian war memorials and to play at the Menin Gate (itinerary and budget attached).

We very much appreciate the support of MODL as we were preparing for this in 2019-2020, and we still have \$45,000 available for the trip, but inflation and the post-pandemic world means that things are all a little more expensive.

Could MODL contribute another \$2,500.00 towards this trip?

We're only leaving in August and the bulk of the expenses will be in the spring, but I don't want to tie up the band with a lot of fundraising activities (selling oranges and washing cars are a pain) when they should be focussed on rehearsing.

All the best,

Wendell

Wendell Eisener

Captain | *Capitaine*

Director of Music | *Directeur Musical*

Bridgewater Fire Department Band | *Musique du Service d'Incendie de Bridgewater*

81 Rue Dominion Street

Bridgewater, N.S. | *N.E.*

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C. 902-521-2484

Bridgewater Fire Department Band
 EUROPE 2023 - France, Belgium and Holland
 Trip Budget

Description	Unit Price	Qty	Total
Flights - Halifax to Paris (Air Canada)	\$ 1,565.00	20	\$ 31,300.00
Ground Transportation in Europe Coach Passenger Bus 7 Days (7200 EUR)	\$ 10,080.00	1	\$ 10,080.00
Hotel in Ghent Belgium 6 Nights (152 EUR)	\$ 213.00	84	\$ 17,892.00
Hotel in Paris, France 1 Night (110 EUR)	\$ 150.52	14	\$ 2,107.28
Per diem	\$ 120.00	22	\$ 2,640.00
		<u>Total</u>	<u>\$ 64,019.28</u>