

AGENDA
MUNICIPAL COUNCIL

Bridgewater, NS

Tuesday, March 27, 2018 – 9:00 a.m.

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION:
 - 2.1 Proclamation – Purple Day for Epilepsy..... 1
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – February 27 & March 13, 2018
6. BUSINESS ARISING FROM MINUTES: (Nil)
7. AWARDING OF TENDERS/RFPs:
8. PRESENTATIONS/SCHEDULED TIMES:
9. CONSIDERATION OF CORRESPONDENCE:
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS:
 - 10.1 Policy & Strategy Committee
 - 10.1.1 Summer Office Hours..... 2-4
 - 10.1.2 Repeal Policy MDL-63 “Osprey Ridge Fee Policy” 2, 5-11
 - 10.1.3 Year 1 Lyme Disease Budget..... 2, 12-22
 - 10.1.4 Fire & Emergency Service Committee Review..... 2, 23-24
 - 10.1.5 Audit & Finance Committee Proposed Changes 2, 25-31
11. STAFF REPORTS:
 - 11.1 Economic Development
 - 11.1.1 Internet Project – Provincial Internet Announcement 32-38
12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS:
 - 12.1 Update – Lunenburg County Lifestyle Centre (LCLC) (E. Hustvedt/M.Ernst)
 - 12.2 Update – Deputy Mayor
 - 12.3 Update – Mayor
13. IN CAMERA:
 - 13.1 Land Negotiations re Osprey Village under Section 22(2)(a) of the MGA
 - 13.2 Land Negotiations re Harold Whynot Road under Section 22(2)(a) of the MGA
 - 13.3 Contract Negotiations re Economic Development under Section 22(2)(e) of the MGA
 - 13.4 Land Negotiations re Oakland under Section 22(2)(a) of the MGA
 - 13.5 Contract Negotiations re Municipal Modernization under Section 22(2)(e) of the MGA
 - 13.6 Personnel Matter under Section 22(2)(c) of the MGA
14. ADJOURNMENT

Purple Day for Epilepsy Proclamation

Whereas Purple Day is a global effort dedicated to promoting epilepsy awareness in countries around the world, and

Whereas Purple Day was founded in 2008 by Cassidy Megan, an nine year old girl from Nova Scotia, who wanted people to know that if you have epilepsy, you are not alone, and

Whereas epilepsy is one of the most common neurological conditions, estimated to affect more than 50 million people worldwide, and more than 300,000 people in Canada, and

Whereas the public is often unable recognize the common seizure types, or how to respond with appropriate first aid, and

Whereas Purple Day will be celebrated on March 26 annually to increase understanding, reduce stigma and improve the quality of life for people with epilepsy throughout the country and globally,

I therefore proclaim March 26, 2018 Purple Day in Nova Scotia, in an effort to raise epilepsy awareness everywhere.



Municipality of the District of Lunenburg

March 20, 2018

To Her Worship, Mayor Bolivar-Getson, and Councillors
of the Municipality of the District of Lunenburg

Dear Mayor and Councillors:

The Policy & Strategy Committee in session on Tuesday, March 20, 2018, made the following recommendations to Council:

1. That Municipal Council approve that the Municipality annually modify office hours to 8 a.m. to 4:00 p.m. in July and August only.
2. That Municipal Council repeal Policy MDL-63 "Osprey Ridge Fee".
3. That Municipal Council authorize a year one (1) budget of \$40,200 for the Lyme Disease project, that the costs incurred in the 2017/18 fiscal year be taken from the Administration contingency account; and further, that staff continue to seek participation of federal and provincial governments in this disease prevention project.
4. That Municipal Council defer the review of the Fire & Emergency Services Committee, that was directed by Council at the April 11, 2017 meeting, until the evaluation is carried out on the Fire Services Coordinator position and a decision is made on whether the position will continue.
5. That Municipal Council abolish the Audit & Finance Committee and create two separate committees, being the Finance Committee and the Audit Committee.
6. That Municipal Council approve the Terms of Reference for the Finance Committee as presented.
7. That Municipal Council approve the Terms of Reference for the Audit Committee with the addition that the member-at-large position be advertised each time a term expires.

Respectfully submitted,

Chairman and Members
Policy & Strategy Committee

/trb



Municipality of the District of Lunenburg

REPORT

REPORT TO: Policy & Strategy Committee
SUBMITTED BY: Kevin Malloy, CAO
DATE: March 20, 2018
RE: Summer Office Hours

RECOMMENDATION

That the Policy and Strategy Committee recommend to Council that the Municipality annually modify office hours to 8 a.m. to 4 p.m. in July and August only.

BACKGROUND

Over the years, there have been a number of contractors who have expressed the opinion that they would like to be able to get into the office earlier in the morning, so they could get their paperwork done and start working at the site earlier. Mornings are typically a busier time for the Administration Building than afternoon.

In May 2017, Council approved a shift to summer hours for the Municipality, and in July and August the Administration Building operated from 8 a.m. to 4 p.m. instead of the standard operating hours of 8:30 a.m. to 4:30 p.m. At the end of the summer, staff participated in a survey that asked their thoughts on the office hours change, how they felt residents and contractors felt about the change and changing hours year-round.

Staff did report positive feedback from residents who appreciated the opportunity to complete building transactions **between 8 and 8:30. There wasn't a significant increase after**-hours inquiries as a result of the change. In terms of staff scheduling, there was mixed support for changing the office hours to 8 a.m. to 4 p.m. year-round, and a significant portion of our staff only supported the earlier hours in the summer. Those staff not in support of a year-round change noted that the earlier start year-round would cause issues for them during the school year.

Staff were unsure whether residents and business owners would support changing the hours year-round, and if we were to pursue this option, more research would be needed to determine public appetite for a such a change.

ALTERNATIVES

1. Leave the office hours from 8:30 a.m. to 4:30 p.m. year-round.
2. Further investigate if resident and business owners would support office hours of 8 a.m. to 4 p.m. year-round.

BUDGET IMPLICATIONS

There are no budget implications.

Department: Administration

Report Prepared By: _____ Date: _____

Report Approved By: _____ Date: _____

Reviewed By CAO: _____ Date: _____



Municipality of the District of Lunenburg

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MEMORANDUM

TO: Mayor Bolivar-Getson & Municipal Councillors

FROM: Sherry Conrad, Municipal Clerk

DATE: March 21, 2018

RE: **Recommendation re Repeal of Policy MDL-63 Osprey Ridge Fee**

The Policy & Strategy Committee, in session on March 20, 2018, received a report on the repeal of the Osprey Ridge Fee Policy. The Committee made a motion to recommend to Council that Municipal Council repeal Policy MDL-63 Osprey Ridge Fee and gave seven (7) days' notice that the repealing of the Policy would be considered at the March 27, 2018 Council meeting.

Section 48(1) of the *Municipal Government Act* states, "Before a policy is passed, amended or **repealed**, the Council shall give at least seven days' notice to all council members." Therefore, in accordance with Section 48(1), the attached Policy MDL-63 will be presented to Council for repeal at the March 27, 2018 Council session. The Policy and Strategy Committee meeting of March 20, 2018 was hereby considered as council notice.

The following motion is required to repeal the Policy:

"That Municipal Council repeal Policy MDL-63 Osprey Ridge Fee.



Sherry Conrad

/sac
Attachment



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy & Strategy Committee
SUBMITTED BY: Sherry Conrad, Municipal Clerk
DATE: March 12, 2018
RE: Repeal of Policy MDL-63 Osprey Ridge Fee Policy

RECOMMENDATION

“that the Policy & Strategy Committee recommend to Council that Municipal Council repeal Policy MDL-63 “Osprey Ridge Fee Policy” and hereby gives seven (7) days’ notice that Council will be considering repealing the Policy at the March 27, 2018 Council meeting”.

EXECUTIVE SUMMARY

The Osprey Ridge Fee Policy MDL-63 was approved as an administrative policy for staff to follow in relation to the fees charged for services at the Osprey Ridge Golf Course when the course was owned and operated by the Municipality of the District of Lunenburg. As the Municipality no longer owns or operates the Osprey Ridge Golf Course, this policy is no longer effective and needs to be repealed.

DISCUSSION

This is a procedural matter.

BUDGET IMPLICATIONS

None.

STRATEGIC PLAN

N/A

WORK PLAN

N/A

ALTERNATIVES

None

CONCLUSION

As the Municipality no longer owns or operates the Osprey Ridge Golf Course, this policy is no longer in effect and needs to be repealed.

Department: Administration

Report Prepared By: Sherry Conrad, Municipal Clerk

Date: March 12, 2018

Report Approved By: Alex Dumaresq, Deputy CAO

Date:

Reviewed By CAO: _____

Date

**MUNICIPALITY OF THE DISTRICT OF LUNENBURG
POLICY**

Title: Osprey Ridge Fee Policy	
Policy No. MDL-63	
Effective Date: January 22, 2013	Amended Date:

1.0 Title

The Municipality of the District of Lunenburg shall establish an administrative policy concerning fees charged for services at Osprey Ridge Golf Club

2.0 Administration

The Chief Administrative Officer, and staff so delegated by the Chief Administrative Officer shall be responsible for implementing this Policy. Any amendment and / or changes to the Policy will be at the determination of Municipal Council, on the recommendation of staff, or on the recommendation of the **Osprey Committee**.

3.0 Purpose

The Municipality, through this Policy, identifies those fees that are to be approved by Council on an annual basis, and those fees that shall be established by Municipal Staff as deemed appropriate in the best interest of the Osprey Ridge Golf Club Operation.

4.0 Fees

4.1 Fees to be Approved by Council

Council shall on an annual basis approve by motion the following fees, which shall be appended to this Policy:

- a) Membership Dues- (all categories)
- b) Standard Corporate Package Rates
- c) Season Golf Cart Rentals
- d) Locker Rentals
- e) Season Pull Cart Fees

- f) Driving Range Memberships
- g) Food and Beverage Assessment

4.2 Fees to be established not requiring Council's approval

The following fees shall be established by Chief Administrative Officer or designate and the approval of Council is not required for the same

- a) Pro Shop Fees
 - i. Green Fees
 - ii. Costs of Goods
 - iii. Lesson Fees
 - iv. Special Events
 - v. Tournament Fees
 - vi. Members Services
 - vii. On Course Promotions
- b) Food and Beverage
 - i. Menu Items and associated fees
 - ii. On Course Promotions
 - iii. Beverage Cart
- c) Banquet Facilities
 - i. Special Events
 - ii. Member and Company Functions

The above noted fees may be varied throughout the season for promotional reasons as well as to generate financial transactions at the Osprey Ridge Facility as may be deemed necessary by the Chief Administrative Officer or designate.

4.3 Refund of Fees established in Section 4.1

Fees established in Section 4.1 shall be refunded on a prorated basis under the following conditions:

- a) A Medical Condition that impedes the ability of a member to play golf

FEES SCHEDULE

2014 Fees Approved by MODL Council November 12, 2013, as per Policy MDL-63 – Osprey Ridge Fee Policy.

Category	2014 Rates
Adult	\$ 988.00
New Adult	\$ 885.00
Adult Couple	\$1680.00
New Adult Couple	\$1615.00
Travel Member (Half of range fee included)	\$ 988.00
Corporate 1 – 2	\$1500.00
Corporate 2 – 3	\$1200.00
Intermediate Student 19-29	\$ 365.00
Intermediate	\$ 565.00
Junior 6-11	\$ 145.00
Junior 12-18	\$ 190.00
Social	\$ 100.00
Locker Rental	\$ 36.00
Trail Fee	\$ 275.00
Power Cart Storage – Each Season	\$ 150.00
Club Storage Adult	\$ 105.00
Club Storage Junior	\$ 60.00
Power Caddy Storage	\$ 159.00
Season Pull Cart Rental	\$ 80.00
Member Driving Range	\$ 132.00
Non-Member Driving Range	\$ 168.00
10 Round Power Cart Rental	\$ 275.00
20 Round Power Cart Rental	\$ 475.00
Season Power Cart Rental	\$ 600.00

Notes:

1. A 2.5% reduction will be applied to dues payment by cash, cheque or debit.



REQUEST FOR DIRECTION

REPORT TO: Council
 SUBMITTED BY: Staff working Group on Lyme
 (Norma Schiefer, Britt Vegsund, Sherry Conrad,
 Alex Dumaresq & Sarah Kucharski)
 DATE: February 27, 2018
 RE: Lyme Disease Project Funding

RECOMMENDATION

Move that the Audit and Finance Committee recommend that Municipal Council authorize a year 1 budget of \$40,200 for the Lyme Disease project and further, that costs incurred in the 2017/18 year be taken from the Administration contingency account.

BACKGROUND

At the November 28, 2017 Council meeting, Council made the following motions:

- Establish a partnership with the Public Health Agency of Canada on a project to assess the effectiveness of deer bait stations in reducing the tick population;
- Seek a partnership with Nova Scotia Public Health to launch an aggressive public campaign to increase awareness and use of tick checks, which includes public information sessions; and,
- Advocate to provincial and federal officials on the importance of the development of vaccines to reduce the spread of disease borne by ticks.

The report given to Council is attached. Based on the Policy and Strategy Committee motion, staff have prepared the following preliminary project budget:

Component	Year 1	Year 2	Year 3
Labour	\$ 17,200	\$ 17,200	\$ 17,200
mileage	\$ 2,700	\$ 2,700	\$ 2,700
Benchmark public education	\$ 8,000		\$ 8,000
Newspaper ads	\$ 3,300	\$ 3,300	\$ 3,300
radio ads	\$ 5,000	\$ 5,000	\$ 5,000
Materials	\$ 1,000	\$ 1,000	\$ 1,000
online media	\$ 1,000	\$ 1,000	\$ 1,000
signage	\$ 2,000		
subtotal	\$ 40,200	\$ 30,200	\$ 38,200

Since that time staff have been following up with partners and potential partners as follows:

- Public Health Agency of Canada regarding the cost of feed and the number and location of bait stations;
- NS Department of Natural Resources on the potential to partner on providing labour for the project;
- NS Public Health and communications officials on potential partnership on the development of public education material and sharing of advertising costs; and
- Potential donors/partners who may offset feed costs

ISSUE

MODL is making some progress on finding donors and other partners to offset some costs. For example, a supplier has offered a discounted price for feed, and PHAC has acknowledged that it is not reasonable for the municipality to bear all the feed costs. There may also be some cost reduction to the municipality if DNR agrees to provide labour.

Council annually approves the municipal budget in May. However, it will be important to begin some of the project work by early spring at the latest because this time of year is when the tick population is the most active. Staff are requesting pre-budget approval to begin expenditures for the project, so that the project is not delayed beyond the spring of 2018.

ALTERNATIVES

If Council does not wish to provide pre-budget approval for the recommended amount council may pursue one of the following options:

- Reduce the approval to expend funds to cover only the initial public education campaign components, \$13,000 would permit this element of the project to begin. The remaining project elements funding could be approved during budget deliberations.
- Not provide pre-budget approval and discuss the entire year one project budget during operating budget discussions. This option would mean delaying the public education component of the project until after this year's peak period of tick activity.



REQUEST FOR DIRECTION

REPORT TO: Policy & Strategy Committee

SUBMITTED BY: Staff working Group on Lyme
Norma Schiefer
Britt Vegsund
Sherry Conrad
Alex Dumaresq
Sarah Kucharski

DATE: November 21, 2017

RE: Lyme Disease Discussion Paper

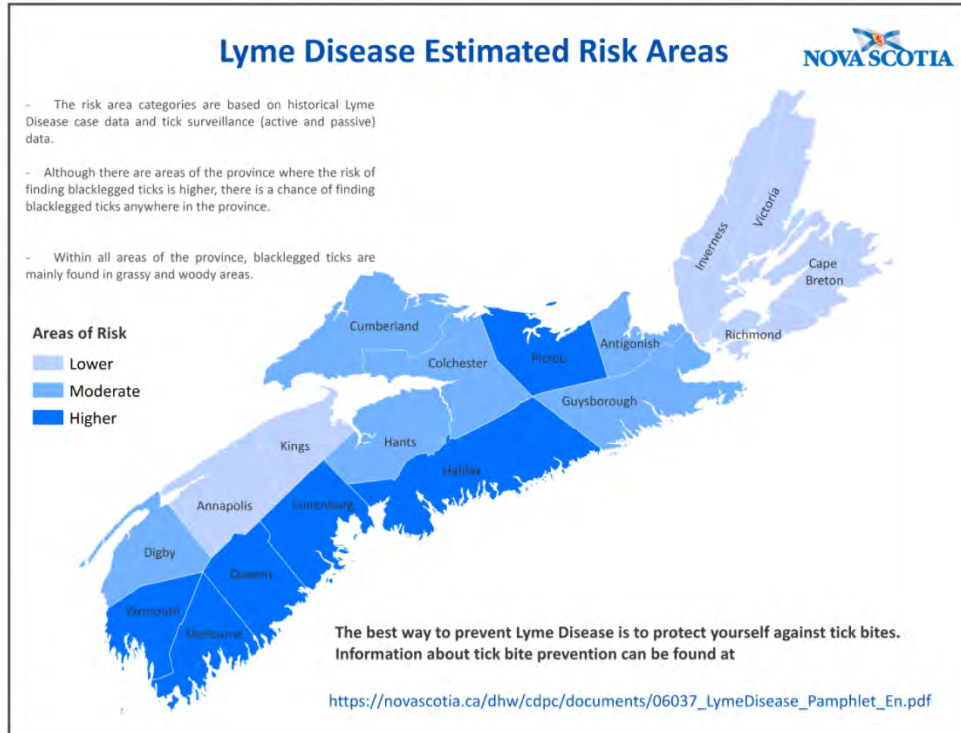
RECOMMENDATION

Move that the Committee recommend to Council that the Municipality:

- Establish a partnership with the Public Health Agency of Canada on a project to assess the effectiveness of deer bait stations in reducing the tick population.
- Seek a partnership with Nova Scotia Public Health to launch an aggressive public campaign to increase awareness and use of tick checks.
- Advocate to provincial and federal officials on the importance of the development of vaccines to reduce the spread of disease borne by ticks.

BACKGROUND

At the May 2017 Policy and Strategy Committee meeting, Committee members heard presentations from Dr. Robbin Lindsay of the Public Health Agency of Canada (PHAC), and Dr. Lynda Earle, of the Nova Scotia Health Authority. Doctors Earle and Lindsay provided an overview of the current information and work on Lyme disease from their respective organizations.



Dr. Lindsay also indicated that there may be the opportunity for the Municipality to partner with PHAC and conduct a study on whether using bait stations could reduce tick populations and rates of Lyme disease contraction.

Given the longstanding issues with the contraction of Lyme disease in the Municipality and the increasing prevalence of the disease, Committee members were in agreement that Action was required. It was determined that MODL should explore the partnership opportunity and examine other options and opportunities for addressing this challenging issue.

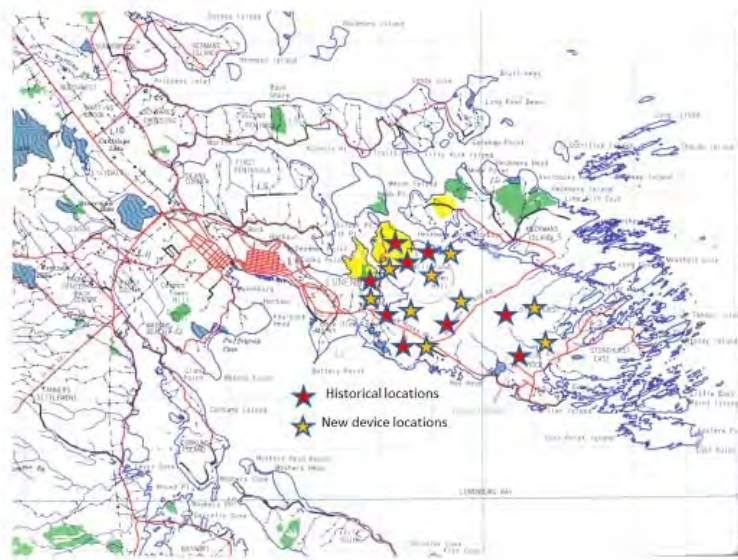
Since the meeting, staff acted on direction from the Committee and began the installation of tick warning signs at all of the Municipality's outdoor recreation facilities. In addition, staff have pursued further information from a range of federal and provincial officials to determine options that may prove effective. This information is summarized below.

OPTION 1: Evaluation of bait stations effectiveness at reducing tick population

Between 2010 and 2015, PHAC installed and managed 9 permethrin treatment stations in the Blue Rocks Commons area. The goal of the project was to reduce the tick population by baiting deer and applying the pesticide permethrin from rollers located on the bait stations. The devices operate by attracting white-tailed deer to a bait (such as cracked corn) contained within the treatment station. When deer take the bait they are "self treated" with an acaricide (a compound that kills ticks, in this case 10% permethrin). The devices are designed in such a way that topical treatments (to the fur on the head and neck) occurs with each visit to the treatment station because deer must contact rollers coated with permethrin in order to reach the bait.

Applying acaricide to white-tailed deer can have a dramatic impact on Black Legged Tick (BLT) populations because these animals are the preferred host for the adult stage of the tick and a large proportion of female BLTs get their blood meals from deer. Reduction in the tick population occurs over time because treatment of deer reduces the number of adult female ticks that produce eggs and this, in turn, reduces the size of the subsequent larval, nymphal and adult cohorts; all of which should, theoretically, reduce the probability of infected tick bites.

According to Robbin Lindsay of the Public Health Agency of Canada (PHAC), the project was not successful due to the large population of deer in the area. There were not enough treatment stations to significantly reduce the tick population.



Therefore, the goal of this proposed partnership between PHAC and MODL is to increase the number of deer bait stations in the Blue Rocks Commons area. In order to optimize the percent reduction of adult BLT, the treatment stations will be operated throughout the times of the year that adult ticks are active. Based on the field studies conducted in Lunenburg, these time periods are early October until mid-December and late March to the end of June. Some flexibility in start and end dates is needed especially in December and early spring when the precise weather conditions (maximum daily temperatures and accumulations of snow) were difficult to predict. Efforts will be made to operate the treatment stations when adult BLTs were potentially active (i.e., when snow is not covering the ground and daytime air temperatures are consistently above 4°C). Because of the long life cycle of BLTs (2 to 3 years to complete one generation), it will be necessary to conduct the evaluation of the efficacy of the treatment stations for at least three years. Basically, the treatment stations only impact adult tick populations but larvae and nymphal ticks on the ground when the units are first deployed would not be affected until up to 2 years after

the devices are deployed (when they become adults). However, annual progress reports can be generated and a meeting with all stakeholders can be held annually to review outcomes and issues. Personnel from PHAC are willing to generate these types of reports and participate in any annual meetings with interested stakeholders.

Proposed Partner Responsibilities

<u>PHAC</u>	<u>MODL</u>
<ul style="list-style-type: none"> • provide and install the bait stations • provide permethrin for the duration of the project • provide guidance to MODL where necessary 	<ul style="list-style-type: none"> • provide staff or volunteers to maintain the bait stations and collect data for the duration of the project • provide training and certification necessary to handle the insecticide, permethrin that is used in the bait stations

Robbin Lindsay at PHAC has advised that 2 people will be needed to manage the 18 bait stations for this project. The work load will average 4-8 hours per week, per person. Whether they are managed by volunteers or a contracted professional, the treatment stations will need to be managed weekly from the time of installation (December 2017 or January 2018) while the adult tick population is active. As noted above, this is very dependent on the weather, but is generally from September until January, and March until mid-July. Weekly Maintenance of the stations will include:

- Purchasing cracked corn bags at Shurgain in Bridgewater (see note below)
- Driving to the Blue Rocks Commons area
- Recording the bait taken by deer
- Recording data on the status of the treatment stations
- Adding more bait to the stations that require it
- Applying permethrin to the rollers on the treatment stations
- Completing any necessary repairs to the treatment stations
- Submitting data on treatment stations and bait consumption to PHAC

Items for Committee Discussion

Cost of Feed

PHAC has asked if MODL would be willing to cover the cost of the rolled corn used as bait in the stations. The project will require approximately 18, 55-pound bags of cracked corn per week for the duration of the 37-month-long project (148 weeks). At a cost of approximately \$13.08 per 55-pound bag (price can fluctuate weekly), This will cost approximately \$34,845.

Provision of labour through contract or volunteers

Two possible arrangements for MODL to manage the bait stations throughout the project include hiring a contractor to complete the work, or engaging one or two volunteers to complete the work.

Contractor Arrangement

<u>Benefits</u>	<u>Disadvantages</u>
<p>Reliability and Retention: The work will need to be completed in all weather, all throughout the year. A hired contractor may be more likely to remain engaged in the project during unfavourable conditions.</p> <p>Liability: a contractor would provide their own insurance coverage and would not require coverage under MODL.</p>	<p>Cost: using only rough figures, the approximate cost of labour for a week of the study would be \$348.80.</p> <p>Over the full 148 weeks of the study this would amount to an approximate \$51,600 in labour costs</p>

Volunteer Arrangement

<u>Benefits</u>	<u>Disadvantages</u>
<p>Cost Effective: Engaging volunteers would reduce the cost of the project.</p> <p>Provides opportunity for residents to engage and contribute to the project</p>	<p>Staff time and level of effort required to manage volunteers (please read below)</p> <p>Attrition: volunteers may be more likely to leave the project when conditions are undesirable</p> <p>Insurance: additional consideration for coverage if volunteers used</p>

Notes on Coordination of Volunteers:

Two volunteers will be required for each bait station maintenance day for the duration of the 148-week project. This will mean that there will be 296 volunteer positions to fill for the duration of the project. If we assume that a person would likely volunteer 1 time / 8-week period, this will mean that we will require 37 volunteers to run the project successfully over the three-year period. All 37 volunteers will be required to have the necessary Pesticide Application License.

The work of a MODL staff member to coordinate this project will include both upfront work to set up the volunteer project, and then on-going coordination throughout the project. The upfront work has been estimated at one month of full-time work. This would include the creation of the necessary documentation for the project, the creation and delivery of an orientation and training session for all volunteers, the recruitment of volunteers, and coordination with PHAC. Ongoing work would include communication with volunteers and PHAC, compiling records and submitting them to PHAC, and any unanticipated assistance for volunteers that may arise. The on-going work component of this work is estimated at 5 hours per week for the duration of the project.

In addition to potential labour costs, the Municipality would also be providing mileage expenses to the individuals, whether volunteer or contracted. This is estimated to be approximately \$54.56 per week of study. For the full 148 week study, it will cost an estimated \$8100.

OPTION 2: Increasing public awareness and use of Tick Checks

The most effective form of Lyme disease prevention identified in medical literature is the regular use of tick checks. As a result, any form of Lyme disease prevention strategy should include a public health education component designed to increase awareness and use of tick checks by MODL citizens and visitors. An effective, evidenced-based campaign should include benchmarking to establish the current level of adherence to tick checks, a treatment period where the campaign is run, and an evaluation period to determine the effectiveness of the campaign in increasing use and adherence to daily tick checks. The following is a high level overview of such a campaign:

Communications Goal:

- Increase overall awareness of actions MODL is taking to reduce the tick population.
- Increase awareness within MODL of the importance of tick checks.

Communications Plan:

Phase I – Public Benchmarking Research

Complete public benchmarking research to understand resident knowledge about ticks and Lyme Disease prevention, including

- Do people know how to prevent tick bites?
- Are people doing tick checks daily during tick season?
- Does a fear of ticks or Lyme Disease prevent residents from being active outdoors?

Phase II – Strategy Development

- Using the public benchmarking research gathered, develop an education campaign designed to increase awareness within MODL of the importance of tick checks.

Phase III – Strategy Execution and Measurement

- Execute the education campaign.
- Complete public research to measure the impact of the education campaign.
- Work with the Public Health Authority to determine if the instances of Lyme Disease in MODL decreases.

It should also be noted that Initial contact has been made with Dr. Lynda Earle, Nova Scotia Public Health. A meeting to discuss a potential partnership for an education campaign will be held Thursday, November 16, 2017 and a verbal update will be provided at the committee meeting. Dr. Earle will also be providing us with any information NSPH has on the development of a Lyme vaccine.

OPTION 3: Advocacy re: vaccine development and approval

Vaccines have proven effective at managing other insect borne diseases in humans, and there is currently an effective Lyme disease vaccine available for dogs. While not a short term objective, the approval of an effective vaccine against Lyme and/or other tick borne illnesses would provide a major improvement in the protection of citizens against Lyme disease.

In Canada, the Biologics and Genetic Therapies Directorate (BGTD) within Health Canada is responsible for the regulation of vaccines. The Directorate is responsible for reviewing all information available about potential vaccines and approving the use of such products in Canada. Vaccines must undergo four stages of use in human subjects and studies on the impact prior to receiving approval, and this does not include pre-clinical studies (performed on animal subjects). The speed of an approval is dependent on the funding from the pharmaceutical company, and can also be significantly affected by approval processes in the European Union and the United States.

There is currently a vaccine that has shown promise in pre-clinical trials and has been approved for study in human populations (see attached brief). Phase 1 trials in the United States will begin in the first quarter of 2018. Low efficacy, or other issues such as significant side effects could derail the development and approval of VLA15, however it has shown promise, and given existing successes, it is likely that a vaccine for Lyme disease is medically achievable.

The question remains as to what role, if any, the Municipality can play in this sphere. It is highly unlikely MODL can impact the decisions of multi-national pharmaceuticals, the United States Government, or the European Union. However, MODL is in a unique position due to the long history with the disease, and the concentration of cases in the area. MODL Could take a leadership role in advocating on this issue. Some goals of advocacy could include:

- Working with partners to ensuring elected officials at the federal and provincial levels remain informed about the impact and reach of the disease
- Monitoring the progress of vaccine trials and ensuring that Health Canada does not lag behind international peers in licensing successful vaccines.

In the long-term, it is likely that a vaccine will be more effective at reducing the prevalence of Lyme disease than public education or habitat management approaches, so the MODL strategy should acknowledge this and seek to support vaccine development, recognizing the jurisdictional limits of a municipality.

BUDGET IMPLICATIONS

Option 1: Bait Stations (Preliminary Estimates Only)	
Potential tasks/cost for bait station project	Estimated Cost
Mileage	\$8,100
Labour costs (if contracted)	\$51,600
Volunteer coordination cost (if volunteers used)	(currently not included in staff workplans)
Feed for stations (if fully borne by MODL)	\$34,850
Insurance	Anticipated increase unknown until further details available

Option 2: Tick Education Campaign (Preliminary Estimates Only)	
Communication Tactic/Task	Budget
Engage consulting agency to develop public benchmarking research	\$5,000 (one time)
Education campaign - newspaper Ads	\$10,000 (over 3 years)
Education campaign - radio Ads	\$15,000 (over 3 years)
Education campaign - handouts/posters at doctor's offices/VIC	\$3,000 (over 3 years)
Education campaign - Facebook posts and ads	\$3,000 (over 3 years)
Signage at bait stations, public parks, etc.	\$2,000 (one time)
Engage consulting agency to measure success of educational campaign	\$5,000 (one time)
Total	\$43,000

Option 3: Advocacy

It is not anticipated that additional funds beyond existing operational budget to engage provincial and federal officials on this issue. Additional travel funds may be considered, if the committee determined that there was value in sending Council representatives to Ottawa for advocacy purposes.

STRATEGIC PLAN

The Municipality's strategic plan identifies a broad goal of improving community services, both through direct municipal involvement, and through advocacy with other orders of government. Lyme disease and the threat of other tick-borne diseases is a serious and increasing risk to the health of MODL citizens. Furthermore, the increasing prevalence of Lyme disease has the potential to impact tourism and economic development more generally.

WORK PROGRAM IMPLICATIONS

Currently, staff work plans have not been adjusted to reflect sufficient resources for a robust municipal response to the issues posed by Lyme disease. To date, the working group has been established to minimize the impact of work on this project on any one department. Staff recommend the continued pursuit of partnerships to make use of existing projects and resources and minimize the demand on MODL resources.

ALTERNATIVES

The staff working group has developed three tactics for addressing Lyme Disease in the Municipality. As much as possible, the recommended tactics are evidence-based efforts, or include appropriate evaluation components to advance the body of research on effective methods for controlling Lyme Disease. However, addressing public health issues is complex, requires financial and human resources and the MGA does not identify the municipalities as direct public health agents. The Committee may not wish to commit to all or any of the tactics proposed based on resource or jurisdictional concerns.

The proposed approach is also not exhaustive, and committee members may wish to identify further tactics for the working group to explore and report back to the Committee. The Committee should be mindful that at this time, responding to Lyme disease is not a strategic priority, and has not been incorporated into department workplans.

COMMUNICATION CONSIDERATIONS

Extensive communications work is required where to achieve the goal of changing public behaviour. See above for further information on communications strategy to improve the use of tick checks.

CONCLUSION

Lyme Disease is a major concern for residents of MODL. The report outlines some preliminary options for the Committee to consider as the Municipality determines how it can best address this issue. Evidence-based options will assist in ensuring municipal resources are directed towards tactics that have been demonstrated to have an impact on the contraction of Lyme disease.



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy & Strategy Committee
SUBMITTED BY: Sherry Conrad, Municipal Clerk
DATE: March 12, 2018
RE: Motion of April 11, 2017 – Review of Fire & Emergency Services Committee

RECOMMENDATION

That the Policy & Strategy Committee recommends to Council that Council defer the review of the Fire & Emergency Services Committee, that was directed by Council at the April 11, 2017 meeting, until the evaluation is carried out on the Fire Services Coordinator position and a decision is made on whether the position will continue.

EXECUTIVE SUMMARY

At the April 11, 2017 Council meeting, Council accepted the recommendation of the Policy & Strategy Committee that a review of the Fire & Emergency Services Committee be carried out prior to their 2018 Annual General Meeting to ensure the current structure is effective given the addition of the Fire Services Coordinator. The 2018 Annual General Meeting is scheduled for Wednesday, April 11, 2018.

BACKGROUND

When Council reviewed its representation on Council committees and boards, the membership composition of various committees and boards was reviewed. Council, in session on November 1, 2016, reduced the composition of the Fire & Emergency Services Committee by one councillor, one fire service representative and one member-at-large position. The current composition of the Committee is 4 Councillors, 4 Fire Service Representatives and 2 Members-at-Large.

At that time, there were a number of committees that Council had agreed to leave as is for the present to be reviewed in one year. The review of those committees was done at the April 11, 2017 Council meeting. During that review, a motion was made that the Fire & Emergency Services Committee be reviewed prior to their 2018 Annual General Meeting to ensure the current structure is effective given the addition of the Fire Services Coordinator. There was concern that there may be a duplication of services between the Committee and the Fire Services Coordinator.

DISCUSSION

Staff is bringing this item forward for Council's consideration as outlined in Council's motion.

The main basis for reviewing the purpose of the Committee was to ensure the current committee structure was effective with the addition of the Coordinator position and that there was no duplication of services between the

Committee and the Fire Services Coordinator as the Coordinator has the authority to bring matters forward to Council on behalf of fire services. The Fire Services Coordinator position is presently a term position. Council accepted the recommendation of the Fire & Emergency Services Committee and extended the Fire Services Coordinator position to June 1, 2019. Council agreed to let the Fire Services Coordinator position complete some initiatives before it evaluates the position.

In order to review the Committee's effectiveness and its operation under the umbrella of the Fire Services Coordinator, staff is recommending that the review of the Fire & Emergency Services Committee be deferred until the evaluation is completed on the Fire Services Coordinator position and a decision is made on whether the position will become full time or remain a term position. Council can have a more informed discussion on the review of the Committee once a decision has been made with regard to the Fire Services Coordinator position.

BUDGET IMPLICATIONS

A reduction in the Committee composition or the elimination of the Committee would decrease MODL's committee meeting budget. An increase in committee composition would result in an increase to the Committee meeting budget. Leaving the Committee composition as is, would have no implications to the budget.

STRATEGIC PLAN

N/A

WORK PLAN

If Council decided to abolish the Fire & Emergency Services Committee, staff would be required to send letters to all members and close out the Committee File. As well, staff would have to work with the Lunenburg Regional Fire Services Committee to bring forward items to Council.

OPTIONS

1. Leave as is until the evaluation of the Fire Services Coordinator position is carried out and a decision is made as to whether the position will be permanent or remain term
2. Leave the Committee and its current composition in place
3. Abolish the Committee

CONCLUSION

Council extended the Fire Services Coordinator position until June 1, 2019. As the purpose of the review of the Fire & Emergency Services Committee is to determine if the current committee structure is effective and if there is a duplication of services between the Committee and the Fire Services Coordinator position, it is suggested that the review of the Committee be deferred until after a determination is made as to whether the Fire Services Coordinator position will continue on a permanent basis.

Department: Administration

Report Prepared By: Sherry Conrad, Municipal Clerk

Date: March 12, 2018

Report Approved By: Alex Dumaresq, Deputy CAO

Date: March 13, 2018

Reviewed By CAO: _____

Date



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy & Strategy Committee
SUBMITTED BY: Sherry Conrad, Municipal Clerk
DATE: March 12, 2018
RE: Audit & Finance Committee

RECOMMENDATION

- 1) That the Policy & Strategy Committee recommend to Council that Municipal Council abolish the Audit & Finance Committee and create two separate committees, being the Finance Committee and the Audit Committee;
- 2) That the Policy & Strategy Committee recommend to Council that Council approve the Terms of Reference for the Finance Committee as presented; and,
- 3) That the Policy & Strategy Committee recommend to Council that Council approve the Terms of Reference for the Audit Committee as presented.

EXECUTIVE SUMMARY

The Province of Nova Scotia amended the *Municipal Government Act* to require municipal audit committees to meet at least twice a year and to have a least one member who is not a municipal employee or member of council.

With the Province's amendment requiring an audit committee to have a least one member who is not a municipal employee or member of council, staff is recommending that the Audit and Finance Committee be abolished and be replaced by two separate committees – an Audit Committee and a Finance Committee.

BACKGROUND

Section 44 of the *Municipal Government Act* specifies that a council shall annually appoint an audit committee and outlines the responsibilities of the committee. MODL's current practice is to have one committee, the Audit and Finance Committee, carry out the duties of the Audit Committee. A Terms of Reference for the Audit & Finance Committee outlining the auditing responsibilities and the financial responsibilities was prepared and approved by Council.

DISCUSSION

With the Province's requirement that an audit committee have a least one member, at a minimum, who is not a municipal employee or member of council, the following is being put forward for Council's consideration:

- 1) Abolish the current Audit and Finance Committee;
- 2) Create a new Audit Committee with its own Terms of Reference adding at least one member-at-large to the committee and outlining a recruitment process for that position; and,
- 3) Create a new Finance Committee with its own Terms of Reference

Staff is suggesting that the separate committees be formed instead of adding a member-at-large position(s) to the Audit and Finance Committee as concern has been raised in the past regarding individuals who are not members of council voting on financial requests and matters. Having a separate Finance Committee to deal with the municipal budget and financial requests would satisfy this concern.

Staff have prepared terms of reference for the new committees. These terms of reference take into consideration the responsibilities that were assigned to each function in the Audit & Finance Terms of Reference as well as the amendments made to the *Municipal Government Act*.

Terms of Reference – Audit Committee

Includes the auditing functions from the previous Audit & Finance Terms of Reference plus additions to meet the *Municipal Government Act's* amendments. Additions were made to allow for the appointment of a member-at-large position(s) on the committee, the recruitment process for this position, the qualifications for selection of the member, and for the requirement for the Committee to meet twice a year.

Terms of Reference – Finance Committee

Includes the finance functions from the previous Audit & Finance Terms of Reference.

BUDGET IMPLICATIONS

There will be costs for each member-at-large position. As per Policy MDL-04 Non-Council Appointments and Honourariums, each member-at-large position would be paid a \$55 per meeting honourarium plus appropriate mileage. As the Terms of Reference will require that the Audit Committee meet twice a year, the costs would be \$110 for a meeting pay honourarium and appropriate mileage for two meetings.

STRATEGIC PLAN

N/A

WORK PLAN

No additional work would be required by staff as the responsibilities of the Audit Committee are presently undertaken by the Audit and Finance Committee.

ALTERNATIVES

If Council left the Audit and Finance Committee as one committee, Council would have to make a member-at-large appointment to the Audit and Finance Committee in order to meet the requirements of the *Municipal Government Act*.

CONCLUSION

With the new requirement that the municipal audit committee must now have at least one member who is not a municipal employee or a member of council, it is being recommended that the Audit and Finance Committee be abolished, and a new Audit Committee and a new Finance Committee be created. These new committees will require Terms of Reference. The Terms of Reference for each new proposed committee are attached for review and approval if Council decides to have two separate committees.


Department: Administration

Report Prepared By: Sherry Conrad, Municipal Clerk

Date: March 12, 2018

Report Approved By: Alex Dumaresq, Deputy CAO

Date: March 13, 2018

Reviewed By CAO: 

Date

Municipality of the District of Lunenburg
AUDIT STANDING COMMITTEE
TERMS of REFERENCE

1.0 Mandate

The Audit Committee's mandate is to oversee all audit matters and receive the annual external audit report, thereby assisting Council in meeting its responsibilities by ensuring the adequacy and effectiveness of financial reporting, risk management and internal controls as per Section 44 of the *Municipal Government Act*.

2.0 Audit

The Committee shall:

- 2.1 Recommend the appointment of an external auditor to conduct an annual financial audit of MODL financial statements.
- 2.2 Receive and review the Annual Financial Statements with management and the external auditors and recommend to Council for approval.
- 2.3 Discuss with the external auditor the annual evaluation of the adequacy and effectiveness of the internal control systems in relation to financial controls and risk management as established by the Administration and recommendations for improvements.
- 2.4 Discuss with the external auditor any correspondence between management and the audit firm on alternative interpretations or presentations of municipal financial information.
- 2.5 Review matters arising out of the audit as may appear to require further investigation.
- 2.6 Review annual Risk Management Assessments conducted by staff concerning the risks and financial implications associated with such areas as: Human Resources, Operational and Corporate Insurance Strategies of the Municipality.
- 2.7 Inquire into any activities or transactions that may be illegal, questionable or unethical.
- 2.8 Review the overall reasonableness of CAO and Council expenses.
- 2.9 Other matters as referred to the Committee by Council.

3.0 Committee Membership, Terms & Procedures

- 3.1 Membership of the Committee shall consist of the whole of Council and up to two members from the public who are not a member of Council or an employee of the Municipality. The Municipality shall advertise to recruit the member(s) from the public at least once every six months until the position is filled. **Recruitment to fill a position will be undertaken at the expiration of each term.** The member(s) should possess a financial background, accounting designation and experience in financial reporting and auditing.
- 3.2 All applications for the member-at-large position(s) meeting the minimum requirements will be reviewed by the Nominating Committee. The Nominating Committee will recommend appointment(s) to Council and Council will have final approval.
- 3.3 At-large members shall be appointed for three-year terms or until such time as their successor(s) is appointed. If two member-at-large appointments are approved, the initial appointment of at-large members shall be for a one two-year term and one three-year term. Any member may re-offer for a second three-year term when their term expires, **however, the member will have to apply through the recruitment process undertaken for that position.**
- 3.4 The Committee shall annually select a Chair and Vice Chair by secret ballot at their November meeting. The sitting Chair and Vice-Chair may re-offer for the same position.

- 3.5 The Committee shall meet a minimum of two times in each fiscal year at the call of the Chair. Once to meet with the Auditor and once to review the results of the audit.
- 3.6 The Committee shall follow the meeting procedures outlined in MDL-01 Council Procedures; except where specifically noted otherwise in these terms of reference.

4.0 Staff Support

- 4.1 The Director of Finance will act as the primary Municipal Contact for the Committee.

5.0 Training

- 5.1 All committee members shall participate in a regular training program which will include, at minimum:
 - 5.1.1 An introduction and overview of the functions, authority, and role of the audit committee at the beginning of every council term.
 - 5.1.2 Training on interpreting financial documents and identifying fraud at least once per council term.
 - 5.1.3 Ongoing training on topic-specific issues that arise or may arise in the activities of the committee.
- 5.2 Notwithstanding the training program, it is acknowledged that committee members will continue to require expert advice from outside advisors where appropriate.

Approved by Municipal Council.....

**Municipality of the District of Lunenburg
FINANCE STANDING COMMITTEE
TERMS of REFERENCE**

Mandate

The Finance Committee is responsible for advising Council on policies to strengthen MODL's financial position to ensure the Municipality is creating optimal value-for-money through its service and program provision while adhering to required standards for financial reporting and management. The Committee fulfills the legislative requirements as outlined in Section 44 of the Municipal Government Act (MGA).

The Committee is responsible for recommending strategic initiatives, policies and by-laws on all issues relating to the preparation of annual Operating and Capital Budgets, long-range corporate financial planning, borrowing and investing activities, contracting, procurement, and adjudicates all Municipal grants and financial awards.

- i. The Budget mandate is to oversee the annual Operating and Capital Budget development process to ensure a comprehensive review of all proposed budget items, while ensuring the process is transparent and allows for public consultation.
- ii. The Finance mandate is to provide Council with recommendations for sustainable fiscal management policies in such areas as investments, debt management, cost-sharing programs and opportunities to improve the cost-benefit ratio of delivering MODL's programs and services.

1.0 Budget

The Committee shall:

- 1.1 Receive the monthly budget forecast and actual update.
- 1.2 Oversee the development process of MODL's annual Operating and Capital Budgets.
- 1.3 Recommend to Council a budget process that allows for public consultation, a comprehensive review of budget items, transparency and accountability.
- 1.4 Subsequent to the approval of the budget, identify for Council any additional funding requirements or budget adjustments, including reserves that cannot be accommodated through the use of existing capital or operating sources.
- 1.5 Subsequent to the approval of the budget, oversee and make recommendations to Council on all operating and capital budget issues pertaining to items within the Committee mandate, and for budget issues of a corporate nature that are not specific to another Standing Committee's mandate.
- 1.6 Review, discuss and make recommendations to Council with respect to new initiatives that have complex, long-term, or significant financial implications for the municipality.

2.0 Finance

The Committee shall:

- 2.1 Review and make recommendations to Council on all matters associated with tax rate policies, reserve funds and user fees and charges.
- 2.2 Make recommendations to Council on policies related to investments, debt servicing, procurement and credit.
- 2.3 Recommend to Council opportunities for public/private partnerships to support the delivery of MODL programs.
- 2.4 Recommend to Council, MODL's participation in federal or provincial cost-sharing programs or employment incentive programs for matters within the mandate of the Committee.
- 2.5 Recommend a long-term Strategic Financial Plan to Council to guide Council policy decisions and the implementation of corporate financial management and sustainability principles.

3.0 Committee Membership & Procedures

- 3.1 Membership of the Committee shall consist of the whole of council.
- 3.2 The Committee shall annually select a Chair and Vice-Chair by secret ballot at their November meeting. The sitting Chair and Vice-Chair may re-offer for the same position.
- 3.3 The Committee shall meet monthly at the call of the Chair. The Chair, in consultation with staff, may add or cancel meetings as required based on the volume and complexity of agenda items.
- 3.4 The Committee shall follow the meeting procedures outlined in MDL-01 Council Procedures; except where specifically noted otherwise in these Terms of Reference.

4.0 Staff Support

- 4.1 The Director of Finance will act as the primary Municipal Contact whose committee responsibilities include working with the chair to develop monthly agendas and any research, preparation and coordination required for monthly meetings.
- 4.2 The agenda will be agreed upon by the Committee Chair, CAO and the Director of Finance. The CAO will appoint a staff person to prepare and distribute the agenda, and record and circulate the minutes to Committee members.
- 4.3 The Committee may also call upon on expertise from external sources (e.g. actuaries, financial professionals) to assist with committee business as required.

5.0 Training

- 5.1 All committee members shall participate in an regular training program which will include, at minimum:
 - 5.1.1 Training on interpreting financial documents and identifying fraud at least once per council term.
 - 5.1.2 Ongoing training on topic-specific issues that arise or may arise in the activities of the committee.
- 5.2 Notwithstanding the training program, it is acknowledged that committee members will continue to require expert advice on financial matters as noted in section 4.4.

6.0 Evaluation

- 6.1 Committee members shall annually complete an evaluation of the effectiveness of the committee in achieving its mandate
- 6.2 The Committee shall review the results of the annual assessments and may adjust agendas, training and/or other activities of the Committee to respond to any identified gaps or issues.

Approved by Municipal Council



Municipality of the District of Lunenburg

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Aberdeen Road Bridgewater Nova Scotia Canada B4V 4G8
Phone: 902.541.1325 / Fax: 902.527.1135 / Web Site: www.modl.ca

FROM: Dave Waters – Economic Development
FOR: Council
DATE: March 27, 2018
SUBJECT: Provincial Internet Announcement and Draft IValley report

RECOMMENDATION

That Municipal Council approve a pre-budget allowance of \$4,500 for the development of a Canadian Internet Registration Authority (CIRA) report; and further, that this be conditional on the Region of Queens and the District of Chester approving same.

DETAILS

On March 15, 2018, the Province of Nova Scotia announced more than \$120 million in one-time funding, generated from offshore revenues, that will help expand and improve high-speed internet service to homes and businesses. See attached Press Release.

There are very little details as to how the funds will be distributed. The Premier did indicate that an arms length trust, headed up by Margaret MacDonald, a former Deputy Minister of the Province, and two other individuals (one with a financial background and one with a technical background) will sit with partners to evaluate projects moving forward. It was indicated that the Province will work with existing ISP's such as Bell, Eastlink and other operators to deliver the service.

During a follow up interview, the Premier indicated that he could not see moving forward without involvement from Municipal partners but there was no information provided as to what extent.

On Friday March 16, 2018 the Province released the Brightstar Report. The report was very high level and written before the news of the one-time offshore revenue. Below are some high-level details of the Brightstar Report and a snap shot of the IValley Report.

BRIGHTSTAR REPORT

- Would see a Middle Mile Strategy developed which would see a province-wide fibre-based backbone network.
- The bases of the fibre-based backbone network are not a complete new fibre build, but will enhance and expand existing fibre networks.
- The strategy would see enhanced Fibre to the Home FTTH, where possible, with fixed wireless coverage to overlay on top of the fibre backbone network.
- The expected coverage area would be estimated at 95% for areas outside of urban Halifax and urban Sydney.
- The remaining coverage area would be addressed by a new satellite service that is expected to be launched shortly. The satellite service is expected to offer speeds of up to 25 Mbps.
- Middle mile infrastructure developed should enable last mile internet speed of up to 50 Mbps download for wireline last mile service and up to 10 Mbps download for wireless last mile services.
- Middle mile infrastructure for 5-year and 10-year design
 - 5-year Total Point of Presence POPs 174
 - 5-year Total KM fibre 1079km
 - 10-year Total Point of Presence POPs 211
 - 10-year Total KM fibre 1640km
- Potential contribution from government and partners is as follows
 - Middle mile alone: \$100 - \$115 million
 - Middle mile and last mile: \$300 - \$500 million (a last mile design is required to refine the potential contribution)
- There was no consensus on the timeline for achieving these speed targets, but the general timeline ranged from 2 to 10 years.

Middle Mile Approach and Methodology

The essential elements of the middle mile strategy include:

1. Project Goals (or Infrastructure Performance Goals): the goals that the middle mile is expected to meet or enable (including speed of service, availability or coverage of high-speed Internet service within the province, and the timeline for the solution)
2. Budget: how much it will cost to implement the strategy, how much of the cost can be covered by the private sector, and how much subsidy would be required

Next steps for the Province of Nova Scotia to undertake:

- Commence implementation of middle mile strategy
- Commence the development of the last mile strategy and then implement

IVALLEY OVERVIEW

- Study commissioned by: District of Lunenburg, District of Chester and Region of Queens
- An open-access network, managed by the service provider on behalf of the municipalities
- Study was a high-level report
- Develop a stand-alone fibre-based backbone network through the District of Lunenburg, District of Chester and Region of Queens
- Report details:
 - Routes and coverage of potential global solution for the region
 - Network and operational costs
 - Service offering and service provision
 - High-level estimates of subscriber numbers and revenues
 - Implementation plan
 - Financing considerations
 - Future consideration
- Report showed a preferred backbone route through the District of Chester, then MODL and Queens.
- The bases of the projects were delivering fixed wireless service with speeds of up to 15 Mbps

- The global project would involve 77 Point of Presence POPs, 68 wireless towers and 689 km of fibre (an actual distance and number of POPs would be identified in a detailed design)
- Total project cost is estimated to be \$31,000,000
- Revenue opportunities exist with; gigabit access, fibre IRU fees, wholesale transit and transport, and potentially shared subscriber/ISP fees

Next Steps

- Business planning and information gathering
 - **Begin a CIRA Internet performance test mapping of the Districts**
 - Prepare business case for future funding opportunities
- In the interim, could move forward on incremental projects that can be tied into future global solution
- Once funding received – move forward with detailed design

CIRA HEAT Map

The Canadian Internet Registration Authority’s “Heat Map of Internet Speed” provides evidence-based mapping of speed, quality, latency and 100 other measures that help communities plan and advocate for funding and support.

Currently, some 7,000 speed tests have been conducted by residents and businesses in the Annapolis Valley, leading to a map that can demonstrate areas of need and the extent of that need:

The benefits of doing the CIRA Heat Map include:

- Precise information is gathered, fine-grained and vendor-neutral;
- It acts as a basis for evidence-based decision-making down to the individual farm or house;
- Constant measurements are delivered that are on-going year-after-year, through IValley’s partnerships...metrics for program impacts;
- It can combine with overlay maps of income, industry, agricultural production and population, showing the connection between innovation and income; and

- It ties into the Global Index and other opportunities from agencies like the CRTC, which offer funding programs.

Option for CIRA Internet Performance Test for Region:

There are 2 components: a license fee and consulting.

The license fee is a 12 month renewable license. This is important because one wants to gather as much information as possible, and its human nature that different people will be slower than others to run the test. A landing page/portal is set up where the results for the region are shown graphically. On the consulting side, IValley will provide a base consulting package of 40 hours @ \$150/hr to design a marketing plan to the dwelling owners/renters. Extra support can be provided upon mutual agreement.

CIRA IPT license for Region: \$7,500

Consulting: 40 hours @ \$150/hr: \$6,000

Total for region: \$13,500

The hope is that the Region of Queens, District of Chester and MODL partner on the CIRA study for both collaborative and cost saving benefits. If we partner with both Municipal units, the per unit cost would be \$4,500.

The advantage of the study is to provide both meaningful and valid data and help build any cases needed for funding opportunities.

The amount would come from the unapproved 2018/19 capital Internet Improvement account currently set at \$250,000. We are asking that the \$4,500 be pre-approved to speed up the process of doing the study.

PREMIER'S OFFICE/FINANCE/TREASURY BOARD--Province Invests to Grow the Economy, Enhance Community Supports

Nova Scotians in all areas of the province will benefit from projects that will have a lasting impact over the next ten years.

More than \$120 million in one-time funding, generated from offshore revenues, will help expand and improve high-speed internet service to homes and businesses. An additional \$40 million will fund projects that drive research and innovation, including money for post-secondary research in oceans, clean energy, health and other key sectors.

Investments will also be made in sport, recreation and events that contribute to our communities. More than \$16 million will help support Nova Scotians who need specific supports, including funding for job coaching for people with autism spectrum disorder, needle exchange programs and assistance for low-income Nova Scotians to make their homes more energy efficient.

"We are laying the foundation for a brighter future and a stronger economy that more Nova Scotians can participate in," said Premier Stephen McNeil. "We are making the most of this opportunity to give Nova Scotians the tools they need to succeed, make the most of the ideas that come from our brightest minds and help Nova Scotians in need."

In total, the province will invest more than \$180 million in new projects by the end of 2017-18.

"These are opportunities we may not have been able to support without this one-time revenue, and without already having a solid fiscal plan that is working," said Finance and Treasury Board Minister and Deputy Premier Karen Casey. "Even with these investments, we expect to end 2017-18 with a balanced budget."

Following are the investments made possible by offshore revenue.

High-speed internet: \$120 million to connect more homes and businesses, and enhance service for under-served communities.

International Air Service Investment: \$11.1 million to improve connections to key markets in Asia, Europe and the northeastern and central United States and help continue to increase trade, tourism and immigration.

Homewarming: \$12.2 million to help low-income Nova Scotians in non-electrically heated homes with energy assessments and free home upgrades.

Opioid Use and Overdose Framework: \$1.6 million to stabilize needle distribution and exchange programs delivered throughout Nova Scotia and to ensure police and corrections continue to carry naloxone.

Employment coaching for people with autism spectrum disorder: \$1.4 million to help Nova Scotians with the disorder better move into the workforce and stay employed.

Shelter Nova Scotia: \$1.2 million to help the organization hire more staff, replace mattresses and provide breakfast to Nova Scotians in need.

Workplace health and safety for health-care workers: \$520,000 to fund training to help staff in home care and long-term care facilities to safely lift and move patients.

Research Nova Scotia Trust: \$20 million to fund post-secondary research related to oceans and oceans technologies, life sciences, health and wellness, ICT, clean technologies, social innovation and resource sectors.

Offshore Growth Strategy: \$11.8 million to extend offshore work in petroleum geoscience for another four years.

Saint Mary's University Entrepreneurship, Discovery and Innovation Hub: \$11 million to create a physical location that will advance creativity, innovation and commercialization and connect students and faculty with entrepreneurs, businesses and the external community.

DeepSense: \$5 million to help support the creation of a world-class ocean data analytics platform to help grow the regional ocean economy.

Innovation team: \$1.5 million to support a new round of projects that help post-secondary institutions grow the provincial economy, attract students and expand research and development opportunities.

Sandboxes: \$850,000 to create a ninth sandbox for southwest Nova Scotia, to bring together Nova Scotia Community College and Université Sainte-Anne students, mentors and external advisors in spaces where students can explore entrepreneurship and take business and social enterprise concepts from ideas to execution.

Rugby Nova Scotia: \$200,000 to support the international rugby series hosted by Rugby Nova Scotia between June and August.

Atlantic Division- Canoe/Kayak Canada - Pan Am Games: \$320,000 to support hosting the 2018 Pan American Canoe Sprint Championships in September. Communities, Culture and Heritage will provide an additional \$200,000 for a total of \$520,000.

Sherbrooke Restoration Commission: \$246,000 to support the transition of the Sherbrooke pension plan to the Public Service Superannuation Plan.

Several projects remain under negotiation. They will be announced in the coming weeks as agreements are completed.