

AGENDA
MUNICIPAL COUNCIL
Bridgewater, NS
Tuesday, September 25, 2018 – 9:00 a.m.

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – September 11, 2018
6. BUSINESS ARISING FROM MINUTES (Nil)
7. AWARDING OF TENDERS/RFPs
 - 7.1 Award of Tender #2018-05-017 On Site Disposal Project Group 171-3
8. PRESENTATIONS/SCHEDULED TIMES
 - 8.1 Louise Hopper, Nova Scotia Health Authority re Public Health Services 9:15 a.m. 4-14
9. CONSIDERATION OF CORRESPONDENCE
 - 9.1 Correspondence from Hebbville Village Commission 15
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS
 - 10.1 Policy & Strategy Committee
 - 10.1.1 Proposed Amendments to Policy MDL-59 Smoke Free Outdoor Space ... (16) 18-23
 - 10.1.2 Resolution of Offshore Drilling (16) 24-25
 - 10.1.3 Drought Situation – Water Coupon Program (16) 26-28
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12. STAFF REPORTS
 - 12.1 Administration Department
 - 12.1.1 Crescent Beach Road Widening - Update
 - 12.1.2 REN Update 47
13. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS
 - 13.1 LCLC Update
 - 13.2 Mayor’s Update
14. IN CAMERA (Nil)
15. ADJOURNMENT



Municipality of the District of Lunenburg

MEMORANDUM

REPORT TO: Council

SUBMITTED BY: Maria Butts, LaHave River Project Coordinator

DATE: September 25, 2018

RE: Tender Award: On-Site Sewage Disposal System Installations for LaHave River Properties. Project Group #17

RECOMMENDATIONS

Authorize staff to award tender 2018-05-017 to Dennis Lively Construction and Backhoe Services Ltd in the amount of \$70,500 plus HST.

EXECUTIVE SUMMARY

Three bids were received and accepted for *Tender 2018-05-017 On-Site Sewage Disposal System Installations for LaHave River Properties. Project Group #17.*

The scope of work consists of the supply and installation of five septic systems located on private property belonging to homeowners who have applied to participate in the LaHave River Straight Pipe Replacement Program (SPRP), administered by the Municipality of the District of Lunenburg (MODL).

Tender 2018-05-017 is a bundle of four traditional systems and one alternative treatment unit (ATU).

BACKGROUND

In the Spring of 2016, *Our Living Future* campaign was launched to bring awareness and education around the issue of straight pipes and their impact on the LaHave River and Council authorized staff to make an application to the New Build Canada Fund for a SPRP. Staff were directed to prepare a Wastewater Management District (WWMD) By-Law and policies to implement such a program. The drafted By-Law and policies have since been adopted by Council.

On June 29, 2017, federal and provincial authorities announced joint funding along with the Municipality for the replacement of straight pipes with on-site sewage disposal systems along the LaHave River.

Replacement of straight pipes with functioning septic systems required the services of a qualified engineer to select, design, and oversee the installation of approved septic systems. As such, council authorized staff to award of *RFP 2017-05-400 On-Site Sewage Disposal System Design for Lahave River properties* to ABLE Engineering Services Inc (ABLE) on August 22, 2017.

To date, MODL has received 140 applications for replacement from property owners within the WWMD.

Over the past number of months, MODL has been working with ABLE to produce sewage disposal designs for each property owner enrolled in the SPRP. Five designs were selected from those completed to date for inclusion in tender 2018-05-017.

No Municipal dollars are being spent on this program as the federal and provincial grants cover up to two thirds of the cost and all eligible homeowners are required to pay the remaining one third.

DISCUSSION

Tender 2018-05-017 was posted on Wednesday, September 5, 2018 and closed on Wednesday, September 19, 2018.

Two bids were received by the deadline. Tenderer name and bids described in Table 1 below:

Funding	Total Bid (w/o HST)
Provincial/Federal Grants	2/3
Property Owner	1/3
Tenderers	
CK Earthworks Ltd	\$80,374
Dennis Lively Construction and Backhoe Services Ltd	\$70,500

Table 1: Accepted Bids for Tender 2018-05-017

Under the scope of work for this tender, the successful bidder is required to complete all excavation, bedding, pipe laying, backfill and compactions. They are to supply all septic tanks, miscellaneous fittings, filter sand, stone and concrete. The successful bidder is also required to complete leakage testing, and all surface restoration and any other work as specified and shown on the design drawings.

CONCLUSION

Tender 2018-05-017: Two bids were submitted. The lowest bid was received by Dennis Lively Construction and Backhoe Services Ltd of Beaver Bank, NS.

Tender Award Recommendation

Tender: 2018-05-017 On-Site Sewage Disposal System Installation for LaHave River Properties. Project Group #17.

Scope of Work: Install five On-Site Sewage Disposal Systems on five properties along the LaHave River.

Closing Date: September 19, 2018

Funding	Total Bid (w/o HST)
Provincial/Federal Grants	2/3
Property Owner	1/3
Tenderers	
CK Earthworks Ltd	\$80,374
Dennis Lively Construction and Backhoe Services Ltd	\$70,500


Table 1: Bids Received for Tender 2018-05-017

Tender Award Recommendation:

Council award Tender 2018-05-017 to Dennis Lively Construction and Backhoe Services Ltd for the cost of \$70,500 plus HST.

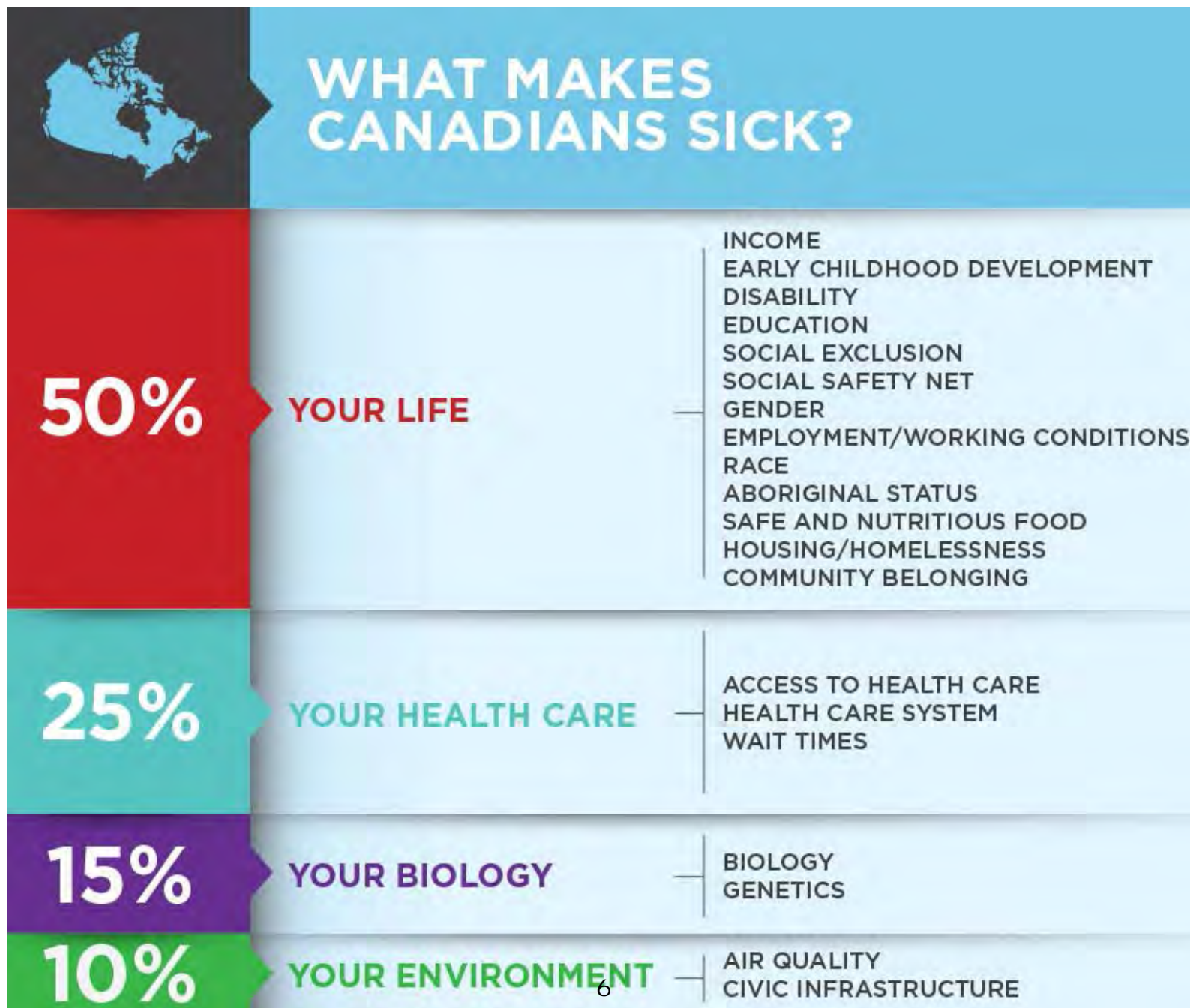


Working Together to Build Healthy
Communities



*Public Health works with others to **understand** the health of our community and **acts together** to improve health. We differ from other health professionals in that we **focus on populations** and the multitude of factors that impact the health of our communities.*

Social Determinants of Health



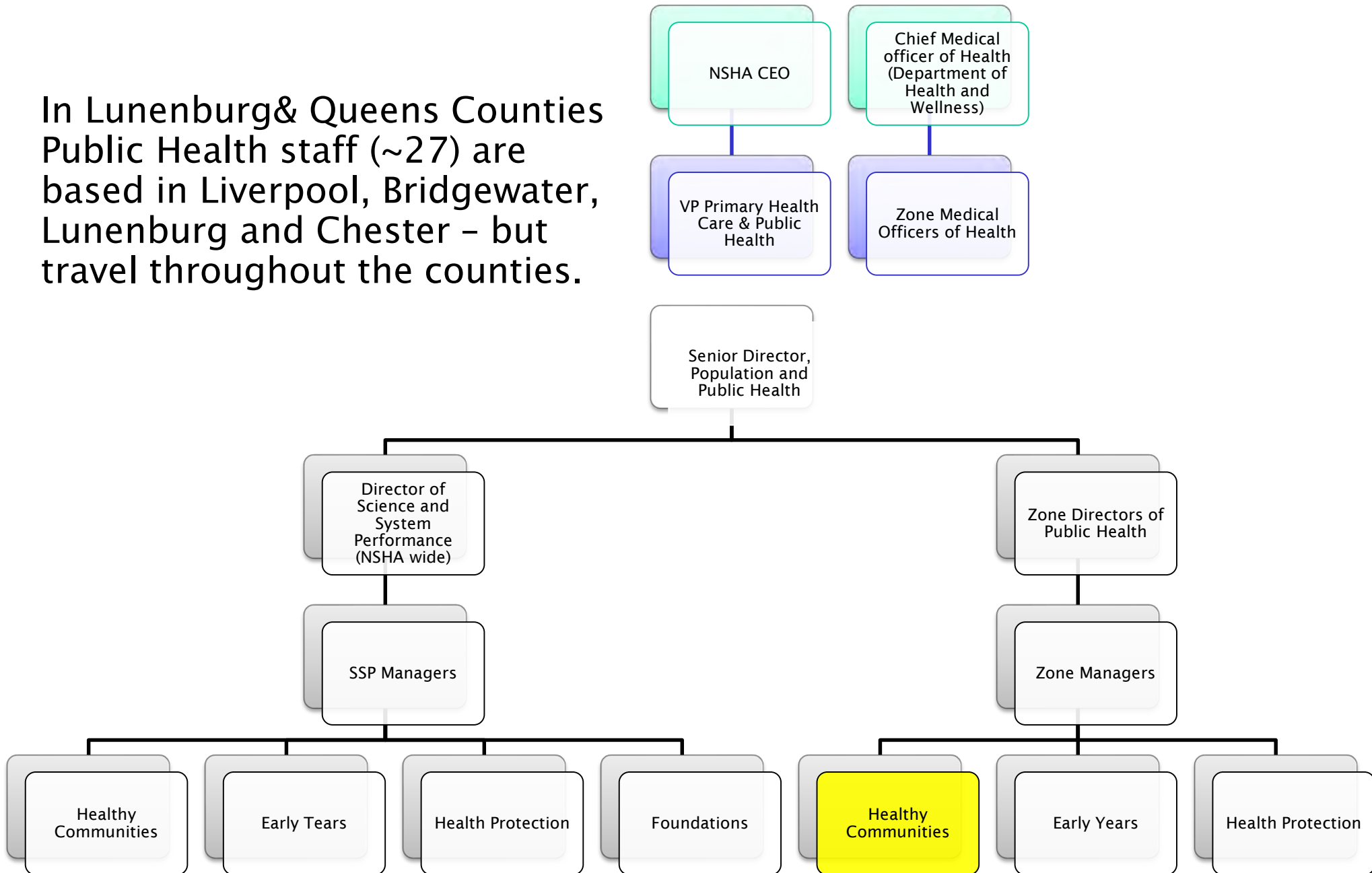


EQUALITY

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EQUITY

In Lunenburg & Queens Counties Public Health staff (~27) are based in Liverpool, Bridgewater, Lunenburg and Chester – but travel throughout the counties.





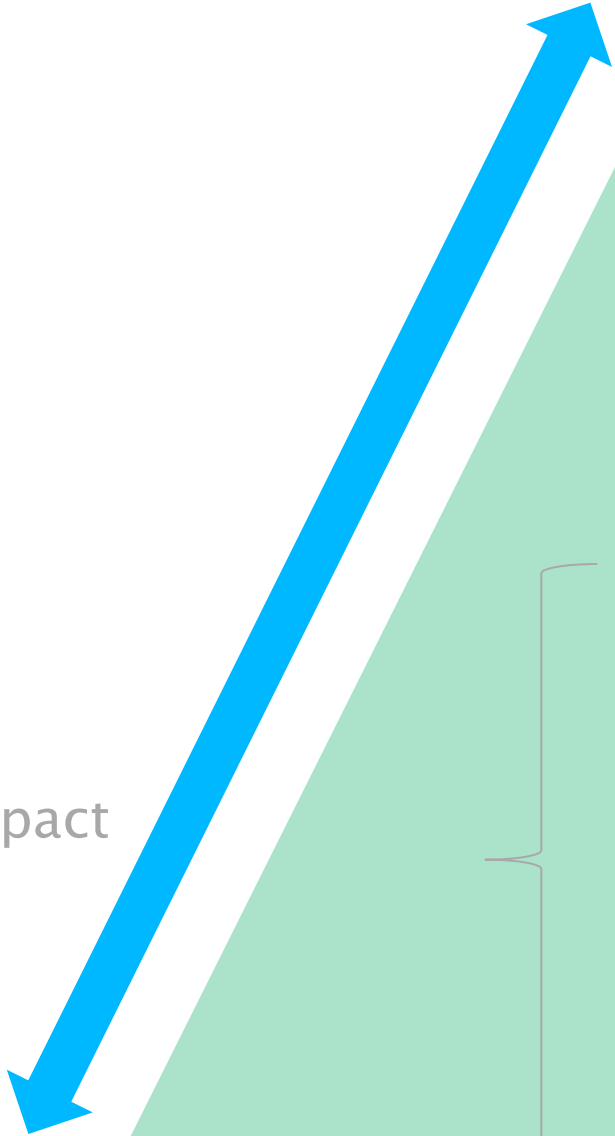
Early Years

Health Protection

Healthy Communities

Smaller Impact

Larger Impact



Counselling & Education

“eat healthy and exercise”, social marketing campaigns

Clinical Interventions

medicine for high blood pressure, diabetes

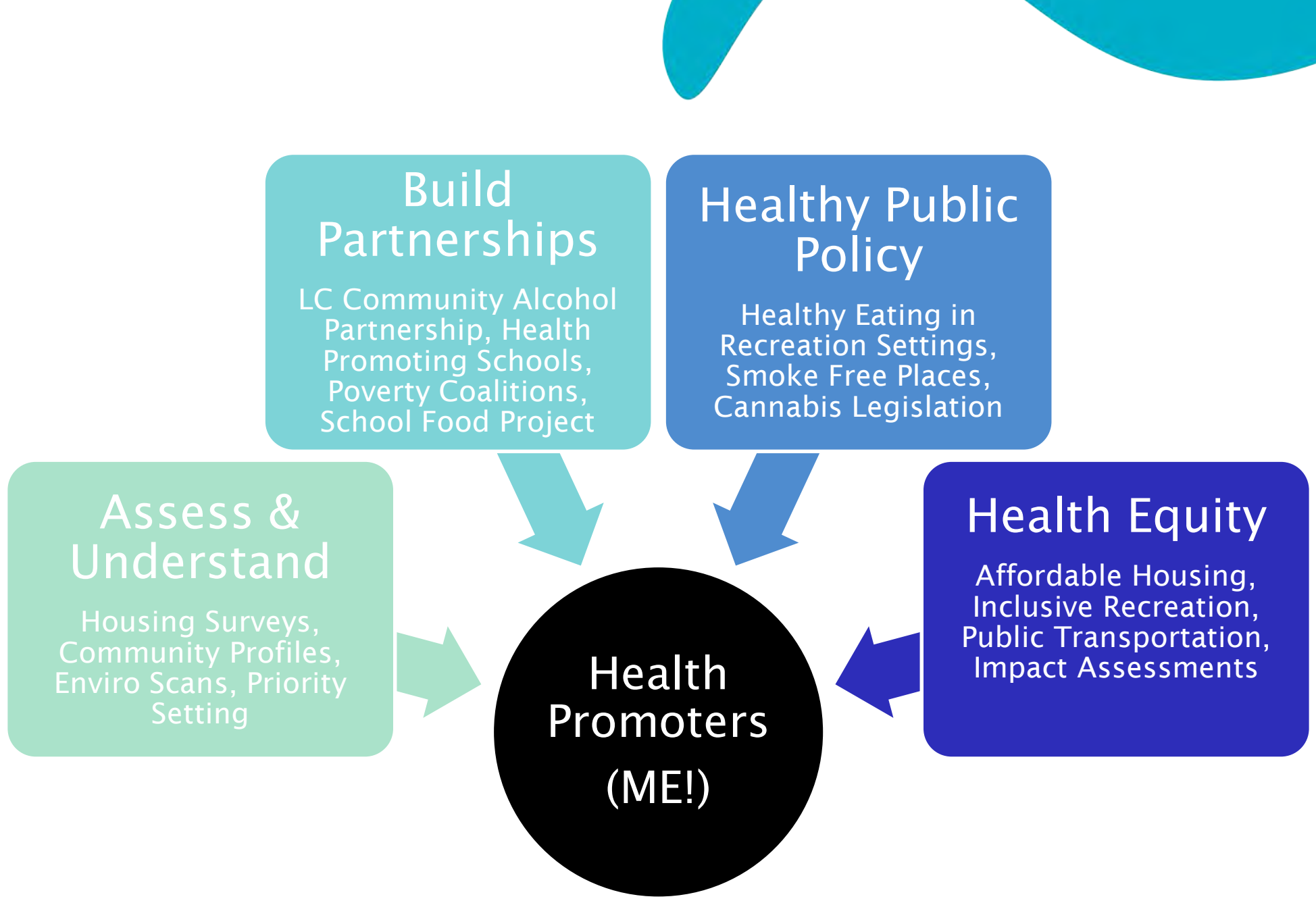
Long-lasting, Protective Interventions

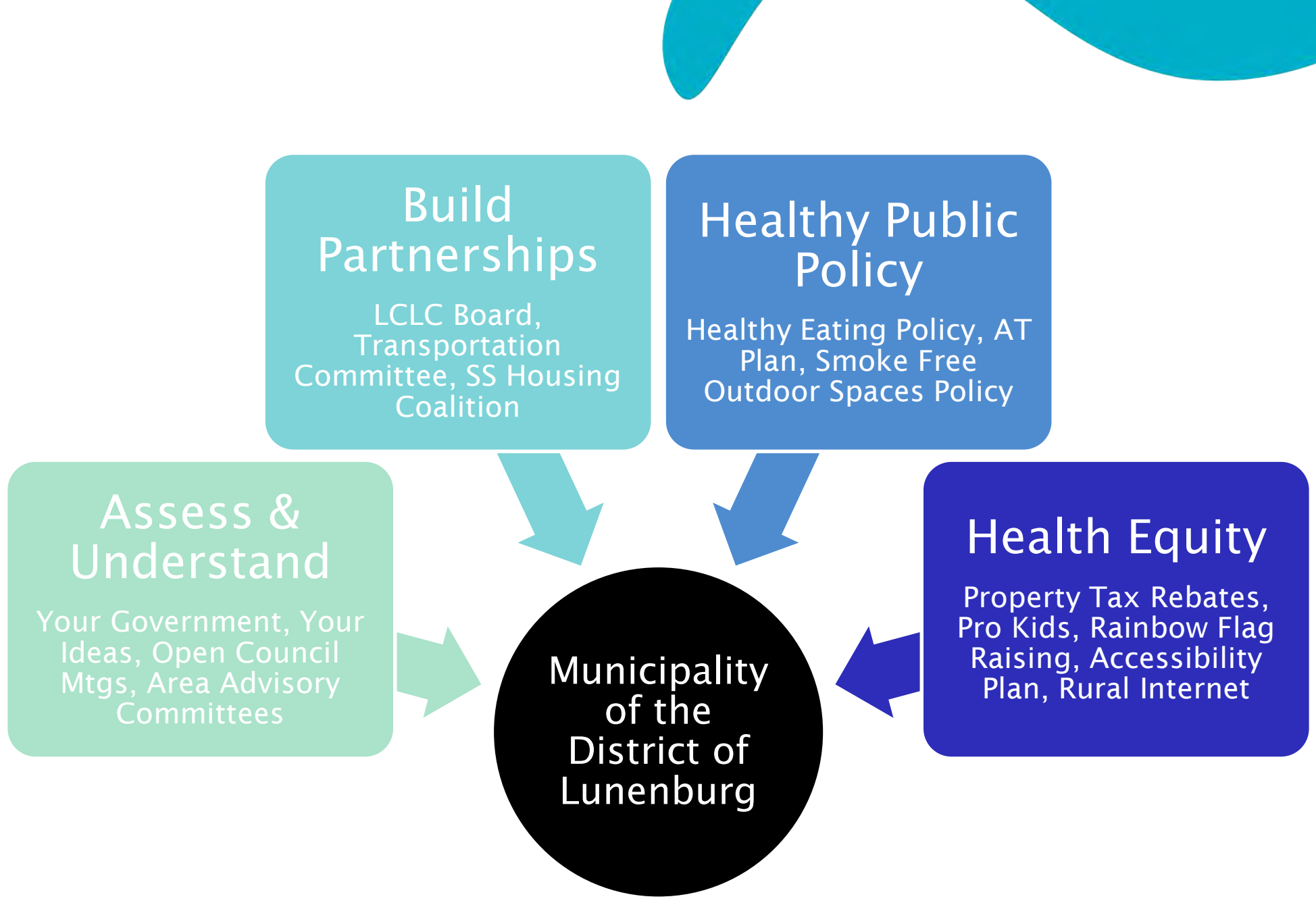
vaccines, smoking cessation, enhanced home visiting

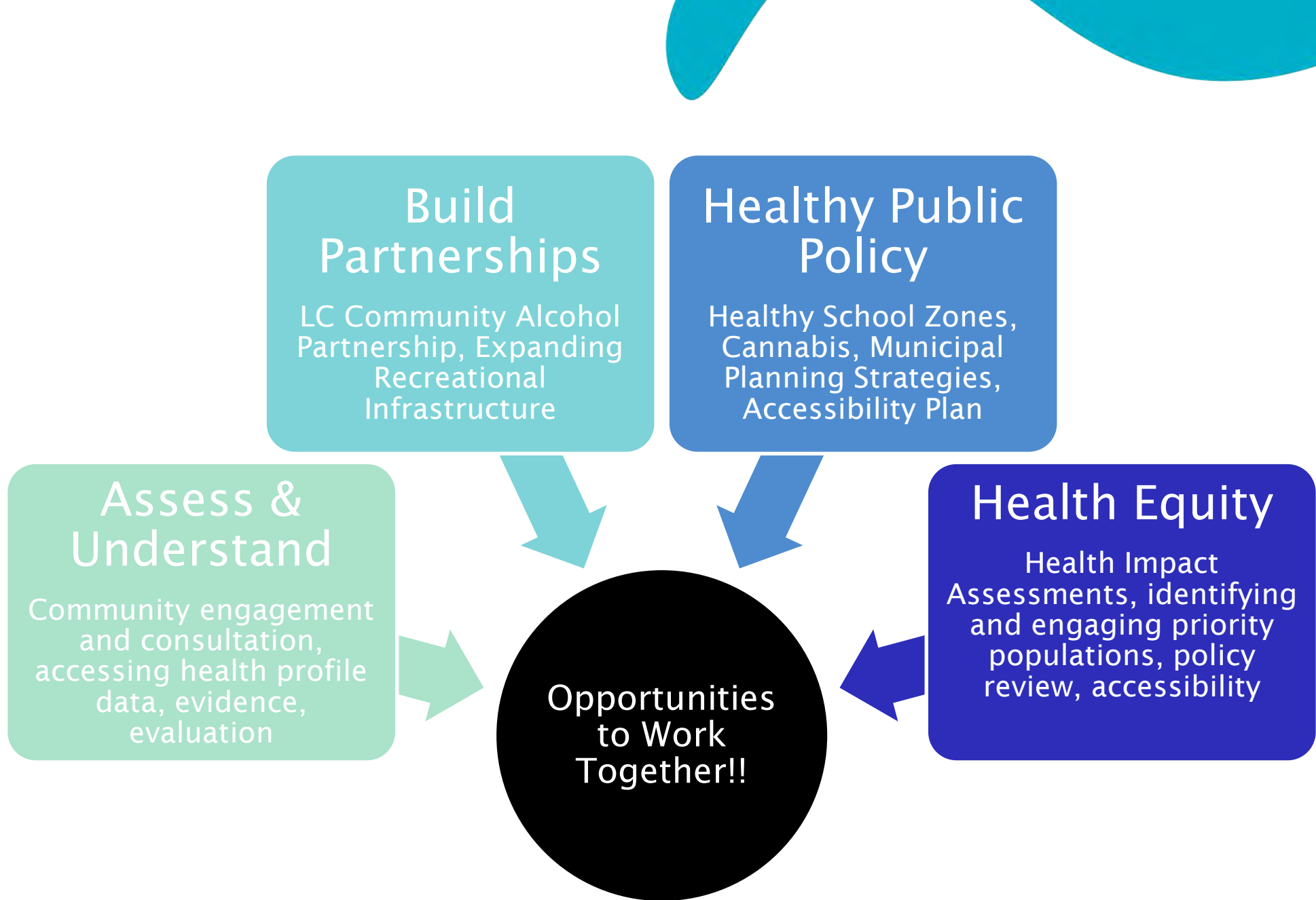
Changing the Context to Make Individual’s Default Decision Healthy
smoke-free laws, tobacco tax, nutrition policies

Socioeconomic Factors

poverty, education, housing, inequality







Build Partnerships
LC Community Alcohol Partnership, Expanding Recreational Infrastructure

Healthy Public Policy
Healthy School Zones, Cannabis, Municipal Planning Strategies, Accessibility Plan

Assess & Understand
Community engagement and consultation, accessing health profile data, evidence, evaluation

Health Equity
Health Impact Assessments, identifying and engaging priority populations, policy review, accessibility

Opportunities to Work Together!!

Questions? Want to chat?
louise.hopper@nshealth.ca
(902) 634-9967

Dear Mayor and Council:

On behalf of the Hebbville Village Commission, I would like to thank the Municipality of the District of Lunenburg for hosting a stakeholder meeting on May 25, 2018 and again on September 17, 2018 to discuss concerns of possible flooding of homes and properties located near Fancy Lake. It was great to see, particularly at the second meeting, several other organizations represented such as the Town of Bridgewater, Municipal Affairs, MLA Mark Furey, a representative from our MP's office, the Provincial Department of Environment and REMO. We certainly appreciated the number of Councillors from the District of Lunenburg who attended.

At both these meetings the need to have a study conducted was discussed to help determine possible solutions that could help mitigate and perhaps prevent flooding in both the Hebbville and Petite Riviere communities. As with any project, resources are required, both human and fiscal in nature. The members of the Village Commission are prepared to roll up their sleeves to help find that solution. To help get this project off the ground the Executive of the Commission is seeking some assistance from the Municipality. We would like to request the following support:

1. Staff and Councillors to sit on an ad hoc committee to help develop a proposal to hire a consultant to assess the past flooding, our current conditions and the potential for flooding in the future. We would be looking to this expert to provide solutions to help mitigate flood risk in the area.
2. Enable your Grant Coordinator to assist the ad hoc committee and the Commission look and apply for funding opportunities to help fund the study and infrastructure that may be required.
3. To consider contributing funds towards the cost of the study. We are planning to seek funding from both the Provincial and Federal Government as well.

The risk of flooding is very real. The Village of Hebbville residents well remember the flooding of 2005 and the flood that happened in Petite Riviere in 2011 and have nervously witnessed other high -water events that have threatened properties in the area. The Hebbville Village Commission is committed to reaching a solution that will help to ensure the safety of both properties and lives of our residents who are also residents of the Municipality of the District of Lunenburg. We need the support of the Municipality, and other stakeholders, if we are to reach a solution.

If you have any questions, please do not hesitate to contact myself or other members of the Commission. We look forward to hearing from you and working with you to help make our community safer.

Sincerely,

Ian Tufts
Chair Hebbville Village Commission



Municipality of the District of Lunenburg

September 19, 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, September 18, 2018, made the following recommendations to Council:

1. That Municipal Council approve the proposed amendments to Policy MDL-59 Smoke Free Outdoor Spaces as presented.
2. That Municipal Council approve the following resolution on offshore drilling and forward a copy of same to Nova Scotia coastal municipalities, local MLAs and MPs:

A healthy marine environment is critical to industries, like fishing and tourism, that are the primary lifeblood of Nova Scotia coastal communities.

It is our responsibility to protect and nurture our local economies. It is also our right, and the right of our citizens to be consulted on all major developments that might impact those economies.

The catastrophic effect of a major oil spill at an offshore drill site is unthinkable, yet public knowledge of the risk and potential consequences of such a spill remains inadequate.

We, hereby, call for a full and independent public inquiry into the pros and cons of oil industry exploration in offshore Nova Scotia to provide our communities, who bear the lion's share of risk of a disaster in the offshore, a full appreciation of the extent of that risk and of the steps we can take to minimize it.

We also call for a moratorium on all further oil and gas exploration in offshore Nova Scotia pending the completion of that inquiry.

.../2

3. That Municipal Council direct staff to collaborate with the various retail and other locations to provide free water coupons, water refill stations and shower facilities to municipal residents affected by the drought.

Respectfully submitted,

Chairman and Members
Policy & Strategy Committee

/jp
Attachments



Municipality of the District of Lunenburg

210 Aberdeen Road Bridgewater Nova Scotia Canada B4V 4G8
Phone: 902-543-8181 / Fax: 902-543-7123 / Web Site: www.modl.ca

MEMORANDUM

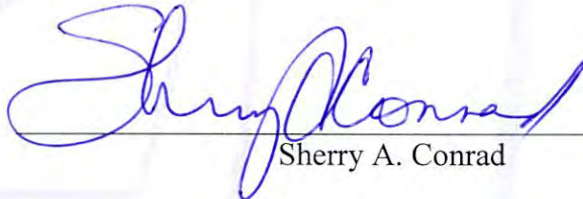
TO: Mayor Bolivar-Getson and Council Members
FROM: Sherry Conrad, Municipal Clerk
DATE: September 18, 2018
RE: Proposed Amendments to Policy MDL-59 Smoke Free Outdoor Spaces

The Policy & Strategy Committee, in session on Tuesday, September 18, 2018, reviewed proposed amendments to Policy MDL-59 "Smoke Free Outdoor Spaces" and made a motion to recommend to Council approval of the proposed amendments as presented.

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 amended Smoke Free Outdoor Spaces Policy MDL-59 will be presented for Council's consideration and approval at the September 25, 2018 Council session. The Policy & Strategy Committee's recommendation at the meeting was hereby considered as council notice.

If Council approves the attached Policy amendments, the following motion would be necessary:

"That Municipal Council approve the proposed amendments to Policy MDL-59 Smoke Free Outdoor Spaces as presented".



Sherry A. Conrad

/sac
Attachment



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy & Strategy Committee

SUBMITTED BY: Sherry Conrad, Municipal Clerk

DATE: September 4, 2018

RE: **Proposed Amendments to Policy MDL-59 Smoke Free Outdoor Spaces**

RECOMMENDATION

“that the Policy & Strategy Committee recommends to Council that Municipal Council approves the proposed amendments to Policy MDL-59 Smoke Free Outdoor Spaces, as presented; and, hereby gives seven (7) days’ notice of its intention to approve the proposed amendments to Policy MDL-59 at the September 25, 2018 Council meeting”.

EXECUTIVE SUMMARY

Municipal Council, at the July 24, 2018 Council meeting, directed staff to amend Policy MDL-59 Smoke Free Places to include the restriction of the use of cannabis, that staff monitor the use of cannabis through complaints by the public to determine if further steps to by-law enforcement are necessary, and to review / enact relevant human resource policies to address substance use in the workplace.

Staff has prepared proposed amendments to Policy MDL-59 for Council’s consideration.

DISCUSSION

The proposed amendments are as follows:

- Section 1 specifies the title of the Policy, therefore, the text identifying what the Policy applies to is being deleted and included under Section 2.
- Section 2 specifies the purpose of the Policy. Text was added to identify that the purpose of the Policy is to keep outdoor spaces on property owned and/or operated by the District of Lunenburg smoke free; to include the definition of smoke as defined in the *Smoke-free Places Act*; and to include a list of the substances that are prohibited to be smoked and the smoking devices that are to be used.

BUDGET IMPLICATIONS

N/A

STRATEGIC PLAN

N/A

WORK PLAN

N/A

ALTERNATIVES

- 1. Do not amend Policy
- 2. Repeal Policy and develop By-law

CONCLUSION

The proposed amendments are required to adhere to Council's direction to amend the Policy to restrict the use of cannabis on municipal property. If Council wishes to take a stronger position with regard to the enforcement of the restriction, a by-law will be required and a By-law Officer designated to enforce the by-law.

Department: Administration

Report Prepared By: Sherry Conrad

Date Sept. 4, 2018

Report Approved By: Trudy Payne

Date Sept. 6, 2018

Reviewed By CAO: Kevin Malloy

Date Sept. 7, 2018

**Municipality of the District of Lunenburg
POLICY**

Title: Smoke Free Outdoor Spaces	
Policy No. MDL-59	
Effective Date: July 10, 2012	Amended Date:

1.0 Title

This policy is entitled "Smoke Free Outdoor Spaces" ~~and applies to outdoor spaces on property owned and/or operated by the District of Lunenburg.~~

2.0 Purpose

The purpose of this Policy is to keep outdoor spaces on property owned and/or operated by the District of Lunenburg smoke free. Smoke as defined in the *Smoke-free Places Act* means "smoke, inhale or exhale smoke, from burn, carry, hold or otherwise have control over a lit or heated cigarette, cigar, pipe, water pipe, electronic cigarette or other device that burns or heats tobacco or another substance that is intended to be smoked or inhaled".

This policy prohibits smoking and ~~is to~~ provides guidance regarding implementation and positive messaging around discouraging the smoking of cigarettes, cigars, pipes, electronic smoking devices or equipment, other weeds and substances (including cannabis), and water pipes in outdoor spaces on property owned and/or operated by the District of Lunenburg. This includes municipal parks, trails, beaches, and any other Municipal outdoor site used by the general public.

3.0 Overview

The Municipality of the District of Lunenburg provides a number outdoor spaces and parks for residents and visitors to enjoy outdoor recreational pursuits. The Municipality also values health and wellness and recognizes the importance of helping to promote the health, well-being and safety of its residents, through positive messaging, education and other initiatives.

Under the Provincial *Smoke-free Places Act*, 2002, c. 12, s. 1., smoking is prohibited in a number of areas including:

- inside public buildings or work spaces;
- outdoor restaurant, bar and lounge patios;
- within 4 m of a building entrance, exit, window or air intake;
- inside a vehicle with children under the age of 19 present;
- on school grounds or in nursing homes.

4.0 Intent

The intent of this policy is to:

- a) Promote to the public, through positive messaging, the value of having smoke-free outdoor spaces using signage, brochures and other communication methods. Compliance would be primarily self-enforced.
- b) Ensure that signage is posted in areas such as parks, playgrounds, trail heads, sport fields and open spaces which are owned by the Municipality of the District of Lunenburg.
- c) Place emphasis on locations/facilities where youth are active participants and where people gather or congregate.
- d) Guide Senior Management and Council in their efforts to determine staff level duties and responsibilities for promotion, education and implementation of the smoke free policy in parks, open spaces and other municipally owned outdoor spaces.
- e) Identify in the annual Municipal budget an amount to be allocated for promotion and education towards non-smoking initiatives in outdoor recreation spaces.
- f) Provide an opportunity for discussion, education and cooperation with Municipal staff who smoke.

5.0 Municipal Areas Included in the Policy

- (a) a park on Municipal property or property the Municipality is licensed to maintain;
- (b) a playground on Municipal property;
- (c) an outdoor recreational facility on Municipal property, including but not limited to a sports field, grandstand, seating area or bleacher;
- (d) the grounds of a Municipal building;
- (e) the grounds of an event on Municipal property that is open to the public, including but not limited to a festival, market or concert;
- (f) a cemetery on municipal property; and,
- (g) a trail or path on municipal property or property the municipality is licensed to maintain.

Clerk's Annotation for Official Policy Book

Date of Adoption: July 10, 2012
Date of Notice to Council Members: July 3, 2012
of Intent to Consider Amendments:

Effective Date of Amendments:

I certify that this "Smoke Free Outdoor Spaces" Policy MDL-59 was adopted by Council as indicated above.

April Whynot-Lohnes, Municipal Clerk

Date

Request for Agenda Items under Mayor's/Deputy Mayor's/Councillors' Matters

TO: Chief Administrative Officer
FROM: Michael Ernst
DATE: August 22, 2018

1. Agenda Item
Municipal Council Resolution on Offshore Drilling

2. On what agenda do you want the item placed?
Council, August 28 - Request has already been made by email

3. Do you have written material to circulate with the agenda? Yes

If you do, please attach it to this form. If you do not, please explain.

Please see attached

4. What is its relevance to Council or the committee?
The potential of oil pollution resulting from Off Shore Oil exploration will have a devastating impact on our coastal environment, the communities connected to it and the economic activity based there.

5. What outcome(s) are you seeking?
A unanimous vote in favour of this resolution along with its circulation to other coastal municipalities, the Provincial government through our local MLAs and the Federal government through our local MP.



Councillor's Signature


Date Aug 22, 018

Approval for agenda: Yes No

Reason for Denial:

Mayor or Chair of Committee

Date


to be²⁴ referred to PSC
Date Aug 23/18

Municipal Council Resolution on Offshore Drilling

Summer, 2018

A healthy marine environment is critical to industries, like fishing and tourism, that are the primary lifeblood of Nova Scotia coastal communities.

It is our responsibility to protect and nurture our local economies. It is also our right, and the right of our citizens to be consulted on all major developments that might impact those economies.

The catastrophic effect of a major oil spill at an offshore drill site is unthinkable, yet public knowledge of the risk and potential consequences of such a spill remains inadequate.

We hereby call for a full and independent public inquiry into the pros and cons of oil industry exploration in offshore Nova Scotia to provide our communities, who bear the lion's share of the risk of a disaster in the offshore, a full appreciation of the extent of that risk and of the steps we can take to minimize it.

We also call for a moratorium on all further oil and gas exploration in the offshore pending the completion of that inquiry.



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy & Strategy Committee

SUBMITTED BY: Rachel Eisenhauer, Assistant Emergency Coordinator, REMO

DATE: September 17, 2018

RE: Drought Situation, 2016 – Water Coupon Program

RECOMMENDATION

That the Policy & Strategy Committee recommends to Council that Municipal Council direct staff to collaborate with the various retail and other locations to provide free water coupons, water refill stations and shower facilities to municipal residents affected by the drought.

EXECUTIVE SUMMARY

In 2016 a drought situation occurred throughout parts of Nova Scotia. The Regional Emergency Management Office, consisting of MODL, the Municipality of the District of Chester, the Town of Bridgewater, the Town of Lunenburg and the Town of Mahone Bay collaborated with various retail and other locations to provide drinking water, water refill stations and shower facilities to residents.

As parts of Nova Scotia are currently experiencing drought conditions again this year, consideration should be given to bring the water coupon program back and work with the various organizations to provide water refill and shower stations. Councillors and staff have seen an increase in calls and emails from residents advising that they are again experiencing dry wells and inquiring if the water program and shower facilities are again available.

BACKGROUND

Between September 30 and November 19, 2016, MODL provided free water coupons to residents. This program was re-evaluated on a weekly basis. Each coupon provided one free 4 litre bottle of water, including deposit. The cost per bottle was \$1.29 to \$1.69 per bottle plus \$0.10 deposit (varied by store). The total cost to provide the water was \$1,038.12.

During the program, up to 1,039 coupons were distributed. Of those, 683 were redeemed. Some Councillors took batches of coupons and distributed them among their communities. 34 residents came to the Municipal Office to collect coupons and returned between one and five times over the 8-week period.

Department: Emergency Management

Report Prepared By: Rachel Eisenhauer, AEC Date Sept. 17, 2018

Report Approved By: Kevin Malloy, CAO Date _____

Reviewed By CAO: _____ Date _____

BOTTLED WATER

Coupon is for One (1) 4 litre jug of water. Brands and locations for redemption listed on the reverse. DEPOSIT INCLUDED.

Expires: October 9, 2016

0000000047



Municipality of the District of Lunenburg

210 Aberdeen Road, Bridgewater NS

902-543-8181

info@modl.ca

1.29

Use this coupon at these locations for these brands of water:

Lunenburg Independent	Presidents Choice	4L jug
Mahone Bay Independent	Presidents Choice	4L jug
New Germany Fresh Mart	Presidents Choice	4L jug
Bridgewater No Frills	Presidents Choice	4L jug

One coupon per 4L jug. One coupon per person per household up to a max of 4 coupons per household PER DAY. Coupons available Monday to Sunday. Coupon must be given to store clerk to receive water.



Municipality of the District of Lunenburg Fire & Emergency Services

MEMORANDUM

Date: September 12, 2018
To: Mayor Carolyn Bolivar-Getson & Municipal Council
From: Chris Kennedy, Fire & Emergency Services Coordinator
Subject: Firefighter Personnel Insurance

The Fire Emergency Services Committee (FESC) has been discussing firefighter personnel insurance and formed a subcommittee to look at the possibility of a group insurance policy, that would give a more even coverage for firefighters in MODL. Approximately 7 years ago this was also looked at with no decision being made on any direction due to so many variables to consider.

The new sub-committee was formed in 2017. Several meetings have been held to discuss this very important aspect of our emergency responders that would provide a group personnel policy to give equal or possibly better coverage to our volunteer firefighters. An early discussion with an insurance provider helped give some guidance of where we could start.

The sub-committee came up with three levels of coverage using information gathered from MODL fire departments and called them Bronze, Silver and Gold, each with differing degrees of coverage from death benefits to injury. Also included within the packages was 24 hr off duty coverages which some departments have taken for their members.

During this process the sub-committee uncovered several gaps, the largest being around death benefit coverage. Some departments are covered for \$50,000.00 and other are covered up to \$250,000.00.

This is very alarming when you consider departments working side by side having such large differences in the death benefit. This is of great concern and it fueled the sub-committee to delve deeper into the insurance and to see who they could contact to seek further information. Since there are more Fire Service Coordinators now in the Province, they seemed like a logical first step to seek information.

Mr. Kennedy contacted the Fire Service Coordinator from Colchester Co. who have just gone through this process using an expert who specialized in risk management and insurance policy documentation for much of his career. This expert was able to meet with an insurance provider utilized by 90% of the NS fire service, through an agreement with the Fire Service Association of

NS. This resulted in a policy being obtained giving fire departments a more even coverage. The use of someone with this type of insurance experience is needed if the FESC are to move forward, to understand and to acquire consistent coverage for fire and emergency services in our municipality.

This same expert attended a FESC sub-committee meeting and gave some ideas for a possible way to approach our insurance needs. He gave two possible avenues to explore and he would be willing to do the work if we wish to go forward. The options presented were:

1. The expert would meet with insurance companies currently providing insurance to fire departments in MODL to attempt to develop a holistic plan of required coverages with the intent of establishing a revised lower premium model. The fee for this is approximately \$2500.00.
2. If option one did not get the results the fire services is seeking, the expert would then develop and issue an RFP for Broker Services which would outline the level of services being sought. The expert, along with the sub-committee, would evaluate the proposals to determine the best value premiums and make a recommendation to FESC. The fee for this would be an additional \$2500.00.

The below motion is from the May 14, 2018 Fire & Emergency Services Committee meeting.

“Moved by Councillor Whynot, seconded by Herbert Seymour that the Fire & Emergency Services Committee make a request to Municipal Council that Council contribute assistance to engage a consultant to assist with the development of an RFP for brokerage services. Carried Unanimously.”

At the September 10, 2018 FESC meeting the May 14, 2018 motion was discussed. The originator of the motion Councillor Whynot was not in attendance at that meeting. It was determined that the motion of May 14, 2018 could be brought forth to Council with Chris Kennedy providing the background concerning the amount the FESC is requesting. The committee did agree to ask Council for the Municipality of the District of Lunenburg for a motion to approve up to \$5000.00 for funding as indicated in the report from staff. Thus, the recommended motion being proposed by staff is:

“that Municipal Council for the Municipality of the District of Lunenburg approve up to \$5000.00 to hire a consultant to conduct the work as outlined in the report under options 1 & 2, to develop a Firefighter Personnel Insurance package for the Fire Departments Registered within the Municipality of The District of Lunenburg.”

Funds have not been allocated in the Fire Services 2018-2019 budget. Funds to support this request from the FESC could come from the contingency fund in which \$80,000 has been budgeted, with \$70,000 currently remaining.

Chris Kennedy
Fire Service Coordinator



Municipality of the District of Lunenburg

Fire & Emergency Services

MEMORANDUM

Date: September 12, 2018

To: Mayor Carolyn Bolivar-Getson & Municipal Council

From: Chris Kennedy, Fire & Emergency Services Coordinator

Subject: Member at-Large Position

At the September 10, 2018 meeting of the Fire and Emergency Services Committee (FESC) a memo was read discussing the member at-large position. Current member Dave Fancy's term was due to run out November 1, 2018. Mr. Kennedy mentioned that the advertisement was sent out in the papers for the position of member at-large for the FESC and no applications were received by the September 4, 2018 deadline. Mr. Fancy was contacted regarding his interest in letting his name stand for another term. It was discussed if a Nominating Committee was required regarding this position and the committee members agreed after a discussion on this topic that Mr. Fancy could remain as a member of the FESC and a nominating committee was not required. Deputy Chief Schmeisser made a motion to recommend Dave Fancy to Municipal Council requesting them to appoint Mr. Fancy to the FESC for the next term. It was 2nd by Herbert Seymour and the motion was carried. The following motion was made and being brought forth for Council's consideration.

“The FESC recommends to Municipal Council that Council for the Municipality of the District of Lunenburg appoints David Fancy for another term as a Member-At- Large on the Fire & Emergency Services Committee, the term of the appointment to be from November 1, 2018 to November 1, 2021.”

Chris Kennedy
Fire Service Co-ordinator



Municipality of the District of Lunenburg Fire & Emergency Services

MEMORANDUM

Date: September 12, 2018
To: Mayor Carolyn Bolivar-Getson & Municipal Council
From: Chris Kennedy, Fire & Emergency Services Coordinator
Subject: Request for Dispatch Space

During the September 10, 2018 meeting of the Fire & Emergency Services Committee (FESC) meeting Deputy Chief Dean Schmeisser brought forward a request he will be sending to Council via the Fire Services Coordinator. He brought forth this request at the FESC meeting as information only.

The request being brought forth to Council is to consider building a space within the new Administrative Building that could be leased out to a private business to provide dispatch services to fire departments in the Municipality, the County and beyond.

Scotia Business Center is the current provider of dispatch services for most of MODL and other Municipal units fire departments. Several fire departments have moved to Valley Dispatch. The remaining 18-21 departments wish to work with Scotia Business Center to keep a local dispatch service here. The current building and room containing the dispatch center is outdated and doesn't meet today's standards required for emergency services dispatch. The fire departments have met a couple of times with Scotia Business to see what they can do for dispatch services into the future. That discussion led to the possibility of the Municipality incorporating in the new Administrative Building a space where a dispatch service could operate. Scotia Business and the fire departments understand that a fee will be charged for this type of space and are willing to discuss commercial costing, if Council is supportive of this initiative. Dispatch is a critical part of any emergency services and are the first point of contact for assistance for those in need. Dispatch usually isn't thought of until issues arise or someone doesn't get the required emergency services. The dispatch operations could be operated by some other entity/operator in the case of the present provider retiring or not providing that service for what ever reason. The key to designing the dispatching space in the new building would help add assurance that the facility would be available to enable dispatch services to be provided to the Municipality well into the future.

Please see the attached request from Deputy Chief Schmeisser of the Dayspring FD who brings this request forward from the fire departments to Municipal Council for discussion and hopefully their support.

Chris Kennedy
Fire Services Coordinator

Dispatch Room

To council of MODL

I am writing council on a dispatch room . We had a meeting on July 25 2018 in Bridgewater Fire Hall all Departments that are staying with Scotia Business most were in attendance. There were very good discussions by all parties. Scotia business was also in attendance.

We were asking if you would consider adding a Dispatch room in the new MODL building. This would give our dispatching area a generator backup, secure spot most up to date phone lines. And would also be out of the down town area. We are not expecting this room to be free, we would expect to pay rent or a lease. Before anything was decided we did ask if that would be something that she would be interested in. So at this time i am ask for your consideration on this matter as this would help to all fire departments involved.

Any questions please contact

Dean Schmeisser

D/C Dayspring fire

And also dispatch committee member

Scotia Business Centre Limited

426 King Street Bridgewater, NS B4V 1A9

Telephone: (902) 543-9193 Toll Free: 1-877-543-9393

Fax: (902) 543-7966

www.scotiabusinesscentre.com

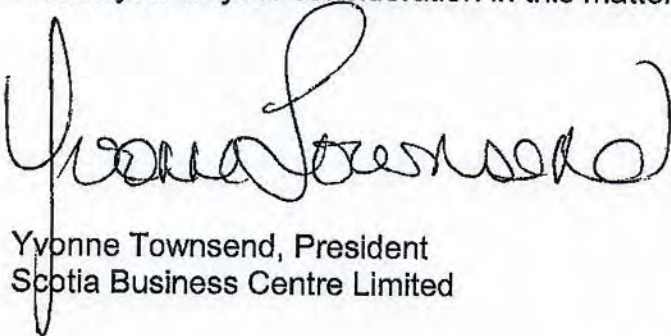
September 6, 2018

To council of MODL

Please be advised that Scotia Business Centre Limited is totally in support of the request being made by our local fire departments for consideration of a Dispatch room in the new MODL building.

Having a more secure up-to-date location to do dispatch services out of would be a huge benefit to our local departments, our dispatchers and the community in general. It would be a positive move towards meeting proposed fire dispatch standards.

Thank you for your consideration in this matter.



Yvonne Townsend, President
Scotia Business Centre Limited



Municipality of the District of Lunenburg
Fire & Emergency Services

MEMORANDUM

Date: September 13, 2018
To: Mayor Carolyn Bolivar-Getson & Municipal Council
From: Chris Kennedy, Fire & Emergency Services Coordinator
Subject: Transportation Infrastructure Renewal Detour Signage

At the September 10, 2018 Fire & Emergency Services Committee (FESC) meeting Deputy Chief Schmeisser brought an issue to the committee for discussion, around detour signage used by Transportation Infrastructure Renewal (TIR). There have been several complaints especially around placement of detour signage around construction of a new bridge in the Riverport area and the confusion TIR detour signage has created, for not only for emergency response, but for visitors to the area as well. The FESC Committee would like to ask Municipal Council to write a letter to TIR regarding the use of detour signage and how the process for detouring during construction be better communicated, especially to emergency response organizations being affected. Please see attached request from Deputy Chief Schmeisser.

A motion was made by **Deputy Chief Dean Schmeisser, Seconded by Chief Tom Lockwood that council contact TIR in writing of the concerns with detour signs in order to clarify the detour signage for first responders**, and was carried unanimously by FESC. The following is the motion for Council's consideration:

“The FESC request that Council for the Municipality of the District of Lunenburg write a letter addressing concerns to TIR, asking for clarification on procedure and placement of detour signage for first responders.”

Chris Kennedy
Fire Services Coordinator

Detour signage

At our last Irfes meeting it was brought up that work the is being done in East LaHave , and also what was just done on mullock road. To be brought to the fire services committee, the signage is and has being very hard to understand. There has being issues with emergences the [ie] with EHS getting to scenes, and signs that really send in the wrong direction and with way to many signs that also makes it confusing. Can this be taking to TIR for discussion?

Dean Schmeisser

Fire services committee

Member



Municipality of the District of Lunenburg
Fire & Emergency Services

MEMORANDUM

Date: August 30, 2018
To: Chair and Committee Members of the FESC
From: Chris Kennedy, Fire & Emergency Services Coordinator
Subject: Amended Terms of Reference for Fire and Emergency Services Committee

During the Sept 10, 2018 meeting of the Fire & Emergency Services Committee(FESC) the Terms of Reference for this committee were amended. The attached copy for Fire & Emergency Services Committee Terms of Reference was voted on and approved at this meeting. It was moved by Herbert Seymour, seconded by Chief Lockwood to take the Terms as amended to council for their approval.

“The FESC requests that Municipal Council, for The Municipality of the District of Lunenburg approve the amended Terms of Reference for the Fire & Emergency Services Committee ”

Chris Kennedy
Fire Services Coordinator

Municipality of the District of Lunenburg
Fire and Emergency Services Committee
Terms of Reference

The Fire and Emergency Service providers and Municipal Council for the Municipality of the District of Lunenburg formed the Fire and Emergency Services Committee in the summer of 1990. This committee was formed to improve communications between elected officials and Fire and Emergency Service Providers.

1 Mandate

The Fire and Emergency Services Committee (FESC) advises Municipal Council on matters pertaining to Fire and Emergency Services. The Committee will report to Council through the ~~Municipal Clerk~~ Fire Services Coordinator.

2 Goal

The Goal of the FESC is to provide an advisory and consultative role to Council, respecting Fire and Emergency Services and programs.

3 Purpose

The purpose of the FESC is to provide input on the following within the Municipality of the District of Lunenburg:

- 3.1 Recommend improvements to the delivery of Fire and emergency Services;
- 3.2 To consider policies relating to Fire and Emergency Services and make appropriate recommendations to Council;
- 3.3 To review and make recommendations for funding principles;
- 3.4 Research and examine issues as directed by Council, and report findings to Council through the Committee;
- 3.5 Liaise between Fire and Emergency Service Providers and Municipal Council.

4 Definitions

"Council" means the Council for the Municipality of the District of Lunenburg

"Committee Members" means voting members appointed to the Committee by Council

5 Membership

5.1 The Committee shall consist of ten (10) members and the Mayor will sit as ex officio. **[Amended Nov. 1, 2016]**

5.1.1 Four fire representatives will be nominated, ~~from the Annual Fire Services meeting and recommended to Council for Appointment.~~ as per section 6 of the Terms of Reference, for Committee Members at the Annual General meeting (AGM) for Fire & Emergency Services, then recommended to Council for appointment; **[Amended Nov. 1, 2016]**

- 5.1.2 Four members will be Council representatives and appointed by Municipal Council; **[Amended Nov. 1, 2016]**
- 5.1.3 Two members will be members at-large appointed by Council, on recommendation from the FESC. **[Amended July 22, 2014 & Nov. 1, 2016]**
- 52 At-large members shall be sought by a publically advertised expression of interest and may not be a member of or the spouse of a member of Council, a fire department, commission or auxiliary. Experience with non-profit boards, governance and finances would be considered assets. **[Amended July 22, 2014]**
- 53 All applications meeting the minimum requirements will be reviewed by a four-member subcommittee of the FESC, consisting of two Council representatives and two fire service representatives. If insufficient qualified applications are received, the subcommittee may recommend that position(s) remain unfilled. **[Amended July 22, 2014]**
- 54 **Terms**
- 5.4.1 Council and fire service members shall be appointed for a one-year term or until such time as their successor(s) are appointed.
- 5.4.2 At-large members shall be appointed for three-year terms or until such time as their successor(s) are appointed. ~~The terms shall be staggered so that one position becomes vacant each year. The initial appointment of at large members shall be for one one year, one two year, and one three year term.~~ **[Amended July 22, 2014]**
- 5.4.3 Any member may re-offer for the Committee when their term expires. **However; their application must be submitted by the deadline.** **[Amended July 22, 2014]**
- 5.5 The Chief Administrative Officer shall designate staff resources to support this Committee and they will have no voting privileges.

6 Nominations for Committee Members at the Annual General Meeting [Added May 15, 2018]

- 6.1 **Nominations can be submitted to the Fire Service Coordinator seven days prior to the final Agenda package going out to fire services via email. Those names can be brought forward in writing, by ballot, or verbally from the floor when nominations are asked for then read off.**
- 6.2 **Members who let their name stand will be included in the voting process**
- 6.3 **Voting will be done by way of ballot, one vote per fire department present at the AGM.**
- 6.4 **If a tie occurs after three consecutive votes those names will be put into a hat or similar vessel, the required number of names to fill the remaining committee positions will be picked by a person appointed by the Chair of the meeting.**

7 Election of Chair and Vice Chair

7.1~~6.1~~ The Committee will elect the Chair and Vice Chair at the first meeting following the Annual Fire Services Meeting for a term of one year. **[Amended July 22, 2014]**

7.2 ~~6.5~~ Elections will be carried **out** in accordance with MDL-01. "Council Proceedings Policy"

8 Quorum

8.1~~7.1~~ A quorum of the Committee is a majority of the number of voting members in attendance as per Section 4.1 of MDL-01, "Council Proceedings Policy."

8.2 ~~7.2~~ If a quorum for the Committee meeting is not present within fifteen (15) minutes of the time fixed for the commencement of the meeting, the Committee may proceed without a quorum, however no voting/decision making shall take place.

9 Roles and Responsibilities

9.1~~8.1~~ The Chair shall preside over the meetings of the Committee and assist in searching consensus on fundamental policy issues of concern.

9.2~~8.2~~ The Chair with respect to FESC meetings and the Annual FES Meeting will:

- a) Enforce on all occasions the observance of order and decorum among members;
- b) Receive and submit to vote all motions presented by members;
- c) Announce results of votes;
- d) Adjourn meeting when business is concluded;
- e) Represent and support the Committee on decisions and recommendations made;
- f) Chair the Annual Fire and Emergency Service meeting.

9.3~~8.3~~ The Vice Chair shall assume the authority and perform all duties of the Chair in the absence of the Chair.

9.4~~8.4~~ Committee Members shall attend and actively participate in all meetings and work with other members to attempt to reach consensus.

10 Meetings

- 10.19.1 The Committee shall establish regular meetings on a bi-monthly meeting;
- 10.29.2 Additional meetings of the Committee or working groups will be determined on an as needed basis.
- 10.39.3 Members will be provided with a meeting agenda and information package prior to the meeting;
- 10.49.4 Administrative Assistant will record all meeting discussions and post minutes on the Municipality's website upon approval.
- 10.59.5 The Committee may meet in closed sessions in accordance with the provisions of Section 22 of the *Municipal Government Act*.

11-Code of Conduct

- 11.140.1 The Committee will conduct business in accordance with the Municipality's "Code of Conduct Policy" MDL-37.
- 11.240.2 Recommendations of the Committee will reflect the best interests of both the Municipality of the District of Lunenburg and the Fire and Emergency Service Providers.

Approved by Fire and Emergency Services Committee.....	November 14, 2011
Approved by Municipal Council	December 13, 2011
Amendments Approved by FESC	July 14, 2014
Amendments Approved by Municipal Council	July 22, 2014
Amendments Approved by FESC	September 26, 2016
Amendments Approved by Municipal Council	November 1, 2016
Amendments Approved by FESC	September 10, 2018
Amendments Approved by Municipal Council	



Municipality of the District of Lunenburg

210 Aberdeen Road Bridgewater Nova Scotia Canada B4V 4G8
Phone: 902-543-8181 / Fax: 902-543-7123 / Web Site: www.modl.ca

MEMORANDUM

TO: Municipal Council

FROM: Tissy Bolivar
Acting Director of Recreation Services

DATE: September 19, 2018


RE: Elite Athlete Travel Grant Information

As per the request from the Policy and Strategy Committee, please find the additional information re: Elite Athlete Travel Grant for Daniella Kozera.

The North American Sadie Simpson Junior Highland Scholarships is an invitation-only highland dance competition through The British Association of Teachers of Dancing, being held this year in Banff, Alberta. To be eligible to attend the scholarships, the dancer must be nominated from a verbal and dancing exam. Only those who are exceptional in their exam get nominated. Dancers from all over North America (international) who have been nominated will be taking 3 components of tests while at the Scholarships. There is a dance class where dancers must pick up steps and movements on the spot as well as performing them correctly in front of 3 judges. There is a written paper and a 1.5 minute solo choreography dance they all perform.

Any prize-winning money is to be paid to the teacher who trained the dancer from the Scholarships and this money is to be used for additional tuition from that teacher.

Daniella's application meets all criteria within our Elite Athlete Travel Grant.



Tissy Bolivar



The British Association of Teachers of Dancing

GENERAL SECRETARY: Mrs Katrina Allan ♦ Pavilion 8, Upper Level, Watermark Business Park, 315 Govan Road, Glasgow G51 2SE
TELEPHONE: 0141 427 3699 FAX: 0141 419 9783 WEBSITE: www.batd.co.uk EMAIL: enquiries@batd.co.uk

31st May 2018

Dear Miss Goodwin

The following student, Daniella Kozera, has been selected to compete in the Sadie Simpson Junior Highland Scholarships to be held on Friday 2nd November 2018 at the Fairmont Banff Springs, 405 Spray Ave, PO Box 960, Banff, Alberta, Canada.

The Scholarships will consist of a CLASS & WRITTEN PAPER and each candidate will be expected to dance A SOLO of their own choice as arranged by the Teacher. Solo to be a maximum of 1½ minutes duration. This is the maximum time limit, however teachers have the option to make the solo shorter if they wish. Music to be **NON VOCAL**. The 1½ minute time limit will be strictly adhered to. The 1½ minutes is from the start of the music and not the start of the dance *****ALL SOLO CHOREOGRAPHY MUSIC MUST BE SENT IN TO THE FOLLOWING G MAIL ACCOUNT AND NO MUSIC(CD'S OR I PODS) WILL BE ACCEPTED ON THE DAY OF THE SCHOLARSHIPS.

batdscholarshipmusic@gmail.com in an MP3 or MP4 format. THE CLOSING DATE FOR MUSIC IS **8th OCTOBER 2018**. PLEASE BRING A COPY OF MUSIC FOR SOLO ON CD OR I PAD ON THE DAY AS A BACK UP *****.

Please read carefully the enclosed conditions of your pupil's nomination and acceptance. The B.A.T.D. Scholarships are Amateur Scholarships and no Professional candidates should enter or take part. The prize-winning money is to be paid to the teacher who trained the dancer for the Scholarships and this money is to be used for additional tuition from that teacher.

For some time now the Executive Council have been monitoring the costs of all the Associations Scholarships. The costs to host these events are increasing yearly and regretfully the Executive Council have had to take the decision to impose an entry fee per Scholarship if candidates selected wish to take part. The entry fee for 2018 is \$18.00 (CAD). This entry fee is also to cover the cost of mandatory security in the hotel where the Scholarships are held which must be provided for the safety of the candidates and also the protection of the hotel's property.

Entry fees and ticket orders to be forwarded to **MRS JOY TOLEV** with Scholarship acceptance forms prior to the closing date of each Scholarship. Cheques or money order to be made payable to the **B.A.T.D. CONFERENCE**. It will be a condition of acceptance to the Scholarships that entry fees must be enclosed with the acceptance forms. **This will be strictly adhered to and there will be no exceptions.**

Please reply **NO LATER THAN 1st SEPTEMBER 2018** whether or not your student wishes to compete, as verbal replies cannot be accepted. **No late entries can be accepted.**

Yours sincerely

KATRINA ALLAN
GENERAL SECRETARY

To: The members of the Municipality of the District of Lunenburg,

It is a great honor to be nominated to compete for this scholarship as it is by invitation only from the judge who adjudicated my exam and she can nominate anyone from North America. The benefits are many. I will get to meet other dancers from all over North America. I will participate in classes given by judges and world champions that I would not necessarily ever have the opportunity to learn from otherwise. I will have the opportunity to perform my choreography in competition and I will write an exam and also be judged on my presentation and attitude in class in an effort to win a scholarship to pay for my lessons this year.

I have been highland dancing for 10 years and in the last two years have really excelled. I have attained top marks in all my theory and practical exams, and have worked very hard to achieve the highest level in these exams. This is what enabled me to be nominated. I hope to one day teach and coach other dancers. I am a member of Scotdance Canada which is part of the S.O.B.H.D which is the World Governing Body of Highland Dance. As a member of this association I can compete locally and internationally representing myself, my teacher, my school of Dance, my province and my Country. This summer I won the top placing for my age level and division at the Moncton Highland games. I have been travelling one to two times a week for the last 5 years to Halifax for my lessons and I compete locally and outside the province at least 6 times a year when it doesn't interfere with cheerleading which I do as well. I have put many hours into my sport.

If you decide to help fund my efforts to attend this scholarship competition in Banff Alberta in November, I would love to have a photo with you to put in the paper to publicly thank you for your help and also to promote the municipality of Lunenburg in addition to providing a personal letter of Thanks to the Municipality of Lunenburg. I would also advertise on Face Book with your permission as social media is now very popular as well.

Respectfully Submitted,



Daniella Kozera

Schedule L

ELITE ATHLETE TRAVEL

The Municipality of the District of Lunenburg offers an Elite Athlete Travel Grant to assist individuals, teams or groups with travel expenses when competing at International events. An elite athlete is defined as a person who commits significant time to training and competing in their sport as either an individual or team member, and is recognized by their National Sporting Association as a representative of Canada eligible to compete at the highest level internationally.

Funding Use

- Funding can be used only towards travel costs (e.g. flight, accommodations, meals)
- Funds cannot be used to attend training
- Funds cannot be used towards travel that occurred before the application was submitted
- Funds cannot be used towards the travel costs for people accompanying the athlete

Eligibility

- An elite athlete as defined above
- A resident within Lunenburg County
- A member of the National Sporting Association
- Travelling to compete at an International Event
- If an elite athlete is under suspension, sanction or investigation for an anti-doping rule violation they would not be eligible for funding
- Only one application can be submitted per athlete per fiscal year

Procedures

- A completed, signed application form is required
- Applicants must submit a proposed budget, including total revenues from all sources
- Applicants must include a letter from their National Association confirming the eligibility of the athlete and how the proposed travel and competition will assist their progression through the elite pathway in their sport
- Applications will be reviewed by the Community and Public Relation Committee and a recommendation will be forwarded to Council for approval
- Applicants must recognize the Municipality of the District of Lunenburg as a participating sponsor (e.g. thank you letter)

Funding

- Applicants are eligible for up to 75% of the total cost of the event to a maximum of \$2,000
- Copies of receipts will be required to confirm the actual expenditure on travel and accommodations along with a list of revenue sources

(amended Sept. 23, 2014)



Municipality of the District of Lunenburg

REPORT TO: Council

SUBMITTED BY: Kevin Malloy, Chief Administrative Officer

DATE: September 28, 2018

RE: South Shore Regional Enterprise Network

The following is an update on the status of current plan to conclude the South Shore Regional Enterprise Network (REN).

Each partner unit has signed the necessary documentation to dissolve the REN, effective September 30, 2018.

The CAOs for each unit were appointed to the Board. (Two existing Board members continued in this capacity.) Annette St. Onge continued as Board Chair.

The Board has met and ratified the following:

- Kevin Malloy received a letter from South Shore Opportunities (SSO) representing the tenants of 373 King St., stating that the common physical assets have been assessed and the Landlord is prepared to offer \$2500 to purchase said assets;
- That the physical office assets of the REN be transferred to the Municipality of the District of Lunenburg for sale and distribution;
- Continue to discuss with the Province of Nova Scotia the final payment for fiscal 2017/18 and their contribution for 2018/19;
- The financial assets (bank accounts, securities, etc.) be administered by MODL;
- The audit and the distribution of the financial accounts to be administered by MODL;
- The intellectual assets (reports, files, etc.) to be transferred to the Municipality of the District of Chester. MODC will digitize and store files, and retain in accordance with their records retention policy; and
- The REN surrenders its Certificate of Incorporation and dissolves operations effective September 30, 2018.