

AGENDA
MEETING OF MUNICIPAL COUNCIL

Bridgewater, NS

Tuesday, September 10, 2019 - 9:00 a.m.

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION
 - 2.1 Beacons of Light for British Home Children Tribute
 - 2.2 Explore Canada Industry Award of Excellence – Nova Scotia Lobster Crawl
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES Public Hearing & Regular Council - July 23, 2019
Special Council – August 13, 2019, Council – August 27, 2019
6. BUSINESS ARISING FROM MINUTES
7. AWARDING OF TENDERS/RFPs
8. PRESENTATIONS/SCHEDULED TIMES
9. CONSIDERATION OF CORRESPONDENCE
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS
 - 10.1 Finance Committee
 - 10.1.1 Sponsorship Ad – Nova Scotia Ground Search & Rescue (1) 2-3
 - 10.1.2 Remembrance Day Grants..... (1) 4
 - 10.2 Pension Committee
 - 10.2.1 Potential Transfer to Public Service Superannuation Plan5-8
11. STAFF REPORTS
 - 11.1 Administration Department
 - 11.1.1 Fire & Emergency Services Update9-20
12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS
 - 12.1 MJSB Update
 - 12.2 Deputy Mayor’s Update
 - 12.2.1 Status Report: Short Term Accommodations21-23
 - 12.3 Mayor’s Update
13. ADDED ITEMS
14. IN CAMERA
 - 14.1 Contract Negotiations re Town of Bridgewater Infrastructure, under Section 22(2)(e) of the MGA
15. ADJOURNMENT



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

September 4, 2019

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

Dear Mayor and Councillors:

The Finance Committee, in session on Tuesday, September 3, 2019, made the following
recommendations to Council:

1. that Municipal Council approve the Sponsorship Ad request of the Nova Scotia Ground Search and Rescue for a ¼ page black and white ad for \$269.57 plus HST to support their FREE Wilderness Survival Guide.
2. that Municipal Council approve the award of \$1,000 from the Remembrance Day Grants to support community Remembrance Day Events on November 11, 2019 as follows:

Royal Canadian Legion Branch #24 (Bridgewater)	\$250
Royal Canadian Legion Branch #49 (Mahone Bay)	\$250
Royal Canadian Legion Branch #103 (New Germany)	\$250
Parkdale/Maplewood Remembrance Day Committee	\$250

Respectfully submitted,

Chairman and Members
Finance Committee

/rh



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: Finance Committee
FROM: Tissy Bolivar, Recreation Program Coordinator
DATE: September 3, 2019
RE: Sponsorship Ad – Nova Scotia Ground Search and Rescue
c.c. Trudy Payne, Director of Recreation Services

RECOMMENDATION

That the Finance Committee recommend that Municipal Council approve the Sponsorship Ad request of the **Nova Scotia Ground Search and Rescue** for a ¼ page black and white ad for **\$269.57+HST**, to support their FREE Wilderness Survival Guide.

Motion Required


BACKGROUND

The Nova Scotia Ground Search and Rescue Association will be printing their 8th Annual "Wilderness Survival Guide" in May 2020. This publication is available free of charge throughout the Province of Nova Scotia and is filled with important information on what to do if you become lost in Nova Scotia's many wooded areas.

Proceeds raised from this project will be used to provide support services and training for the over 1,000 volunteer members of Nova Scotia's Ground Search and Rescue who search for lost or missing people, the majority of which are children, help with community evacuations, search for plane crash debris and conduct evidence searches to assist local police.

BUDGET IMPLICATIONS

There are enough funds in the Sponsorship Ad Grant account to cover this recommendation. If approved, \$650 will remain in the account.


Tissy Bolivar

TB/sc

Encl. Advertising prices



NOVA SCOTIA GROUND SEARCH AND RESCUE

“Wilderness Survival Guide”

ADVERTISING PRICES

AD SIZE (measurements in inches)	SUB TTL	HST	Total
Outside Back Cover (Full Colour)	\$1,093.30 +	\$163.70 =	\$1,255.00
Inside Front/Back Cover (Full Colour)	\$1000.00 +	\$150.00 =	\$1,150.00
Full Page 5" X 7.75" (Full Colour)	\$726.09 +	\$108.91 =	\$835.00
Full Page 5" X 7.75"	\$586.96 +	\$88.04 =	\$675.00
1/2 Page 5" X 3.8" (Full Colour)	\$486.96 +	\$73.04 =	\$560.00
1/2 Page 5" X 3.8"	\$386.96 +	\$58.04 =	\$445.00
1/4 Page 2.4" X 3.8" (Full Colour)	\$343.48 +	\$51.52 =	\$395.00
1/4 Page 2.4" X 3.8"	\$269.57 +	\$40.43 =	\$310.00
1/8 th Page 2.4" X 1.8" (Full Colour)	\$204.35 +	\$30.65 =	\$235.00
1/8 th Page (Business Card)	\$178.26 +	\$26.74 =	\$205.00

H.S.T. Registration # 835872 847 RT0001

All typesetting and layout charges are included in the above prices. Electronic ads can be emailed to nsgs@fenety.com.

The publication will be printed in an 5.5" X 8.5" format. All cover spaces should include a 1/4" bleed. Acceptable digital formats include: .tiff, .eps, .pdf, .jpg, .bmp. Compatible applications are Illustrator, Photoshop, and Quark Express. Minimum resolution for all digital ads should be 200 dpi.

An ad will be created with the information available to the publisher if ad copy is not received by the time of printing.

A Complimentary copy of this year's guide, along with a certificate of appreciation, will be received by all advertisers purchasing a 1/8 page and up graphic ad.



Mail Cheque or Money Order to:

NSGS Campaign Office
PO Box 182 STN Central
Halifax, NS
B3J 2M4





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: Finance Committee

FROM: Tissy Bolivar
Recreation Program Coordinator

DATE: September 3, 2019

RE: Remembrance Day Grant
c.c. Trudy Payne, Director of Recreation Services

RECOMMENDATION

The Finance Committee recommend to Municipal Council that we award **\$1,000** from the Remembrance Day Grant to support community **Remembrance Day Events** on November 11, 2019 as follows:

Royal Canadian Legion Branch #24 (Bridgewater) - **\$250**
Royal Canadian Legion Branch #49 (Mahone Bay) - **\$250**
Royal Canadian Legion Branch #102 (New Germany) - **\$250**
Parkdale/Maplewood Remembrance Day Committee - **\$250**
Total: \$1,000

Motion Required

BACKGROUND

The Municipality has sponsored these events for several years.

BUDGET IMPLICATIONS

There is sufficient budget to cover these requests.



Tissy Bolivar

TB/sc



Municipality of the District of Lunenburg

REQUEST FOR A DECISION

REPORT TO: Municipal Council

SUBMITTED BY: Elana Wentzell, CPA, CMA

DATE: September 10, 2019

RE: Potential Transfer to Public Service Superannuation Plan

RECOMMENDATION

It is recommended that Municipal Council accept the recommendation of the Pension Committee and approve proceeding with the transfer of the Municipal Defined Benefit Pension Plan to the Public Service Superannuation Plan ("PSSP"), subject to reaching an acceptable transfer agreement with the PSSP Trustee ("PSSPTI").

EXECUTIVE SUMMARY

On March 26, 2019 Municipal Council accepted the recommendation of the Pension Committee to gather more information on the possible transfer of the Municipal Pension Plan to the PSSP.

Staff were authorized to expend funds through the approval of the 2019-20 Operating Budget. Hugh Wright from McInnes Cooper was retained for his expertise in providing legal advice when pensions are transferred to the PSSP. Mr. Wright and Paul Burnell of Plenus assisted Senior Staff in compiling an information package for municipal employees.

All municipal staff, deferred plan members and retirees were invited to one of three information sessions held on June 10, 2019. These sessions were intended to answer questions and give plan beneficiaries the information required in order to vote on whether they would like the transfer to proceed. This vote was held on June 24, 2019.

The province has enacted the *Municipal and Others Authorities Pension Plan Transfer Act*, which sets out certain minimum standards that apply in the event of a transfer to the PSSP. A vote must be held of all beneficiaries of the Defined Benefit Pension Plan, with a majority of

those voting being in favour. All of those voting were in favour of the transfer. Staff also provided other employees (those not in the DB Plan) with the opportunity to vote. The vote in favour of the transfer to the PSSP by these employees was also unanimous.

BUDGET IMPLICATIONS

Transferring all staff to the PSSP will have its costs. In addition to the costs of our own legal and actuarial work, MODL will also be responsible for the costs of legal and actuarial work performed by the PSSP. As well, other costs include purchasing annuities for staff who have over 35 years of service and topping up any PSSP funding requirements at the date of transfer. The PSSPTI requires that the Municipal Pension plan be funded at the same level as the PSSP as of the date of transfer. The total transfer costs are estimated to be in the area of \$200,000 (this includes a modest transfer surplus less provision for \$300,000 in expenses associated with the transfer). There are special reserves set up for the DB pension fund which currently total \$876,356. Cost estimates will be updated and refined as the transfer date approaches.

OPTIONS

There are costs and risks associated with any pension plan. Consideration of three options include the status quo, winding up the existing defined benefit plan and moving to a defined contribution plan or a transfer to the PSSP.

The following table illustrates the attributes, costs and risks associated with each option:

	<i>Status Quo</i>	<i>Wind up of MODL DB Plan</i>	<i>Transfer DB Plan to PSSP, DC members join PSSP</i>
Attributes	<p>MODL retains control</p> <p>Two salary scales</p> <p>High Cost of administration</p> <p>Pension Deficit Liability Concerns</p> <p>Provincial regulatory uncertainty</p> <p>Unsustainability of a small closed plan</p>	<p>Certainty for any future financial risk</p> <p>Some residual legal and administrative risk</p> <p>No incentive from employee retention</p> <p>Significant wind-up cost</p>	<p>Comparable benefit for all staff</p> <p>Expect fixed contributions – any future contribution changes split with members and applied plan wide</p> <p>Pension Liability transferred</p> <p>Eliminates other risks – special payments and wind up costs</p> <p>Sustainable long-term solution to funding issues faced by existing plan</p>
Annual Costs	<p>\$178,000</p> <p>Annual amount is volatile due to special payments for deficit amortization</p> <p>Plus estimated additional \$120,000 when Provincial Regulations change (expected 2020)</p>	<p>\$165,000 to \$221,000</p> <p>Based on employee option of 6% to 8% payroll</p>	<p>\$243,000</p> <p>This includes annual PSSP contributions and cost of elimination of the lower salary scale</p>

	<i>Status Quo</i>	<i>Wind up of MODL DB Plan</i>	<i>Transfer DB Plan to PSSP, DC members join PSSP</i>
One Time Costs	None	Dependent on interest rates at time of wind up. Best current estimate is approximately \$5 Million	\$200,000 estimated for PSSP transfer deficiency (including expenses)– will be valued on the effective date of transfer
Financial Risk	High Risk due to existing pension deficit liability, sustainability of small closed plan and pending regulatory funding requirements	Low future risk High Risk that wind up costs could vary upwards of \$1 M	Limited Risk 1% increase in required contributions = \$27,000 annually

CONCLUSION

A transfer to the PSSP presents limited financial risk and is a solution that eliminates two pay scales, mitigates pension plan risk and ensures the long term sustainability of the pension plan offering for employees and retirees.

Department: Finance and Administration	
Report Prepared By: Elana Wentzell	Date: Sep 3, 2019
Report Approved By: _____	Date _____
Reviewed By CAO: _____	Date _____



2019 Fire Service Coordinators Update to Council & FESC



Council
Item: #11.1.1
Date: September 10, 2019
Authorization: A. Dumaresq

Continuing to work with FD's on a regular basis
Fire service awards since Last update 2018 10-20
yr. 4-30 yr. 2-35 yr. 2-40yr. 4-45 yr. 1-50 yr.
Station years of service were given also 3-45yr.

2-50yr. 1- 60yr. 2- 70yr. 1- 75yr.

FD members visits

Wildland Courses

Helped with Fit testing for SCBA Masks

Strategic Resistance/Resilience Training

Superior Water Shuttle



Insurance Subcommittee working on personnel insurance (Brian Keizer, Chief Lockwood, Councilors Whynot & Bell, David Fancy

Consultant hired to assist with process, RFP for Broker Services Closed July 5, 2019 Two packages back from RFP on personnel insurance

Group Fire Dept. insurance

August 15 LRFES chiefs voted

Filled in for REMC until replacement was hired



11 surplus laptops were given out to fire departments

Replacement Naloxone kits from REMO being given out to departments

Fire Department Coding



Information Collected From This Years Registration Packages

- Calls up from last year at 1079 and 1264 this year
- Active Firefighters this year at 655 last year and 630 this Year (376 Structural)
- Junior Firefighters were at 51 last year and 47 this year
- Honorary members 171 last year to 174 this year
- Medical First Responders 198 last year, 189 Currently
- Auxiliary members were 169 last year and 185 this year

The cost for firefighter personnel insurance was around \$64,000.00 this year

Funds raised by departments - Previous year \$648,272.61, this year was \$648,772.00

1 department no SCBA Functional checks

Pump testing; Three to be done this year (two-year rotation)

One missed their window last year and will be done this year.

Five departments just don't do any pump testing

Updated Lunenburg Fire & Emergency Equipment List

Id's and accountability tags for FD's

Attended Canadian Volunteer Fire Services Association Annual conference.

Lifetime achievement

Martin Bell receives prestigious award from Canadian Volunteer Fire Services Association

MARTIN SIMPSON

At its annual conference in St. John's, Newfoundland recently, the Canadian Volunteer Fire Services Association (CVFSA) presented its 2019 Lifetime Achievement Award to Querrall Bank resident Martin

Bell, a highly respected national award winner for an individual whose exceptional achievements in fire service and community leadership have identified outstanding performance.

The award is a Canada-wide selection process, through an exhaustive review of national nominations. The award is adjudicated, reviewed and presented to a number of submissions.



Martin Bell holds the hand-cut crystal vase he received when

those who are professional, and can contribute to the team. I have always been respectful of them," he said.

Bell said he was raised in a family whose members believed that one gives back to their community, and he learned early on that leaders must possess teaching abilities and a keen sense of humour.

He also touched on leadership, a key accountability component in the rank-structured fire service.

"Demonstrate leadership by action, and allow your team to fly. Never restrict others when they become better than you. A project was never just mine, it

standing and bridging the different ways of doing things.

"In the beginning, the older guys didn't like us younger guys especially if we told them there was a different way to tackle tasks other than the way they were already doing them," said Bell.

"It took time but I graduated and we began to work as a team and that's when we really started to shine," he added.

Bell also acknowledged the support given him by his wife of 41 years, Cheryl, and their three grown children, Andrew and Genoa. "Cheryl supported me and

TOMB had 28 active FF, 6 Juniors , 6 Honorary

TOLB 46 Active FF, 8 juniors, 41 Honorary

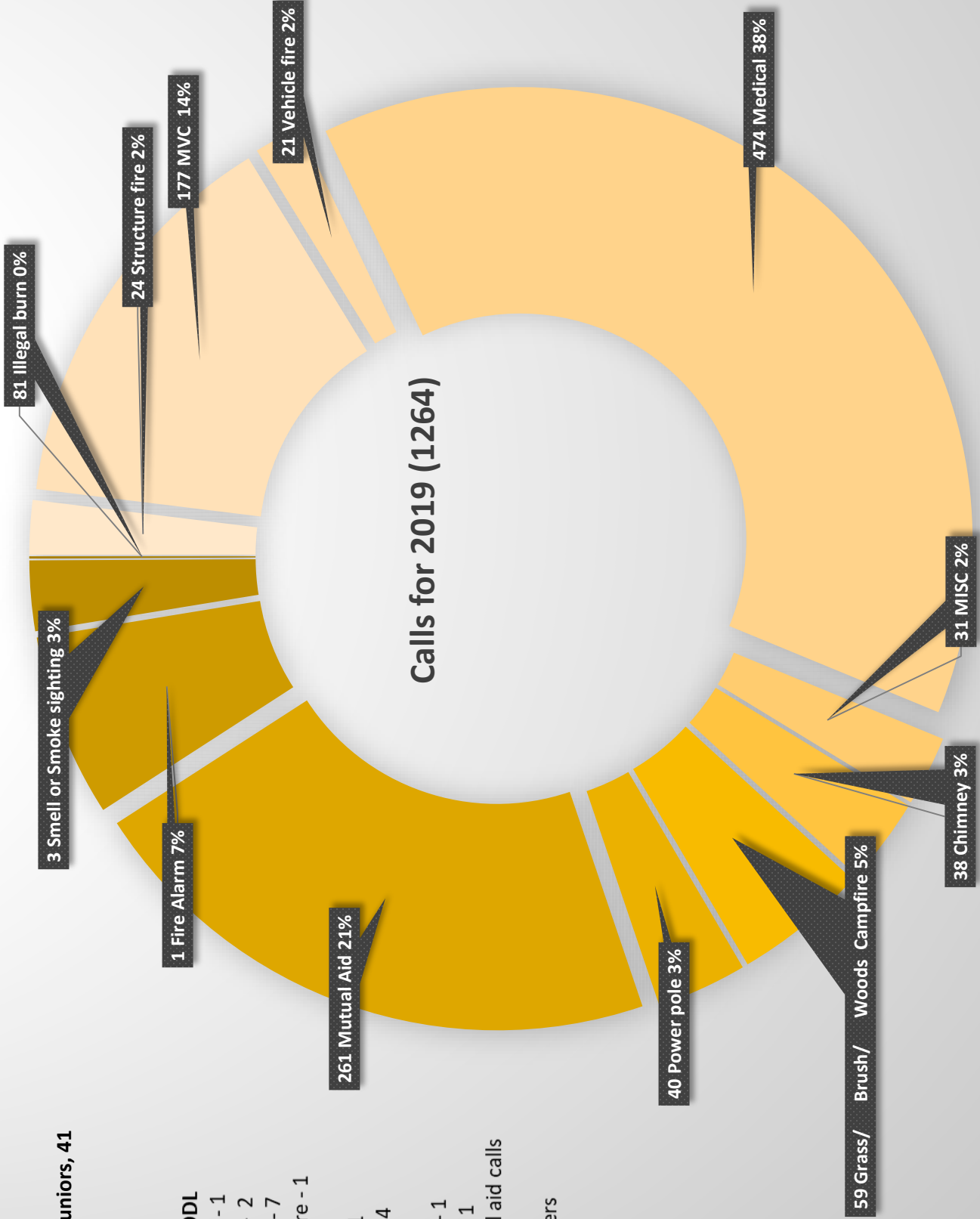
BFD Mutual Aid to MODL

- Unknown - 1
- Chimney - 2
- Structure - 7
- Vehicle Fire - 1
- MVC - 23
- Landfill - 1
- Standby - 4
- Alarm - 7
- Electrical - 1
- Propane - 1

48 Mutual aid calls

47 members
8 juniors

Calls for 2019 (1264)





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> GREAT NEWS

Recruitment and retention Approved and moving Along

Close to \$60,000.00 has been approved by Modl council

Summer Coop Student Aliyah-Myers Stein worked on project

We gave pamphlets and talked with people at a Lunenburg farm market



Cost to Outfit a Firefighter!



Helmet \$350

Hood \$100

Mask \$300

SCBA \$7000

Coat \$1300

Radio \$600

Pager \$350

Gloves \$80

Pants \$1000

Boots \$350

Total \$11,430

**Thank You for
your Continued
Support!!**







STATUS REPORT: SHORT TERM ACCOMODATIONS

Municipality of the District of Lunenburg

July 2019

Prepared by South Shore Housing Action Coalition

The South Shore Housing Action Coalition (SSHAC) seeks to build awareness and facilitate action on the need for improved access to healthy, safe and affordable housing options for all, at every stage of life. Understanding the various factors which impact the availability of healthy, safe, and affordable housing options is necessary to identify solutions, and support action.

The rapid growth of the Short-Term Accommodation (STA) market in our region is a contributing factor to the housing crisis in our region. While the growth of this market has benefitted the tourism industry, it has also put pressure on the already strained rental housing market. While we don't know the extent to which properties that were once available as market rentals are being converted STAs, the experiences of businesses, individuals and families and neighbourhoods in our communities indicates there has been an impact: seasonal service industry employees are unable to find affordable accommodations; tenants are only able to sign short-term leases during the off season, and must vacate their homes as they become STAs during the summer months; and the social fabric of neighbourhoods is being compromised as STAs operate next door.

In an effort to build awareness about the presence and impact of STAs across our region, SSHAC has prepared the following report about the current state of STAs in your municipality. It is intended to support council, staff and community members in their decision making about how to best respond to the proliferation of STAs while ensuring that residents of the community continue to have access to long-term healthy, safe, and affordable housing options. As the province develops its response to STAs in the coming months, we believe that it is important for local decision makers to have an understanding of the impacts of STAs in their communities.

This data has been collected from AirDNA's Market Minder application (<https://www.airdna.co/>), which pulls information from AirBnb and HomeAway platforms, to provide an overview of the STA market in a region for the month of July 2019.

If you have further questions or would like to share with us your concerns and ideas about managing STAs in your municipality, please get in touch. We welcome your comments and the opportunity to discuss the issues and opportunities further. You can get in touch with us at: sshousingaction@gmail.com.



STATUS REPORT: SHORT TERM ACCOMMODATIONS

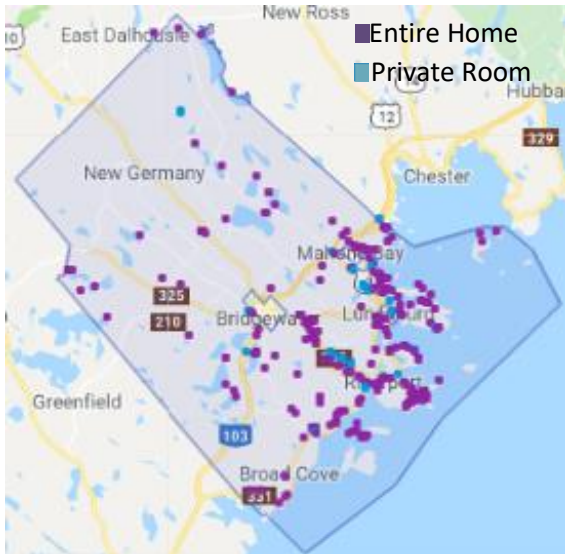
Municipality of the District of Lunenburg

July 2019

Prepared by South Shore Housing Action Coalition

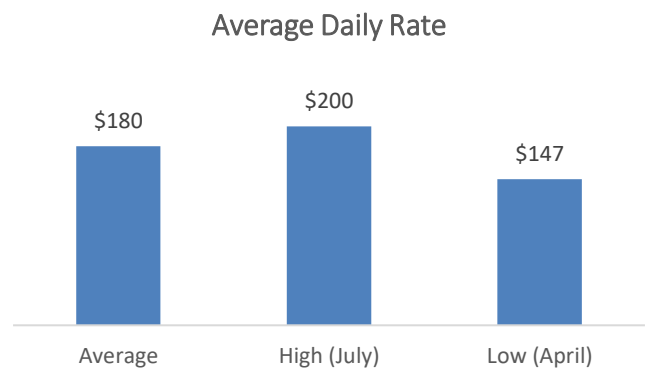
OVERVIEW OF SHORT TERM ACCOMMODATION MARKET (JULY 2019)

Active Listings: 277



Average Daily Rate

Average booked nightly rate plus cleaning fee for all booked days in the last month. Also lists high and low ADR

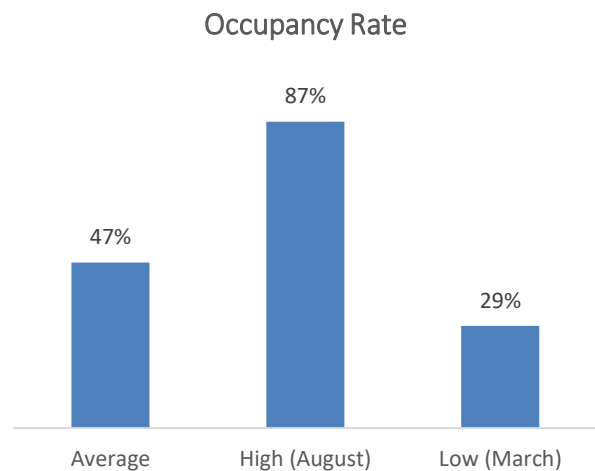
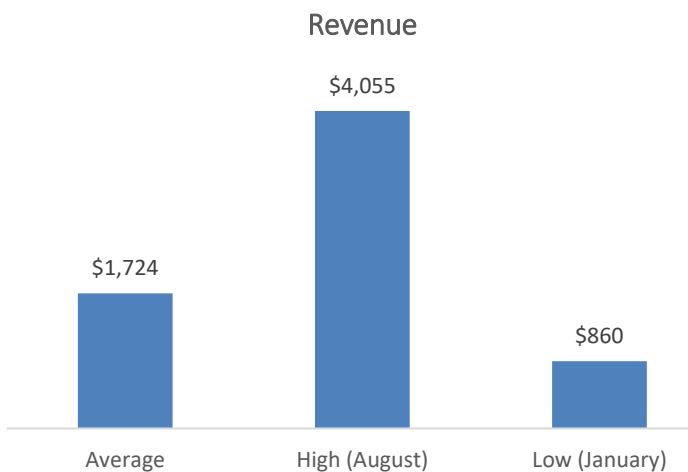


Revenue

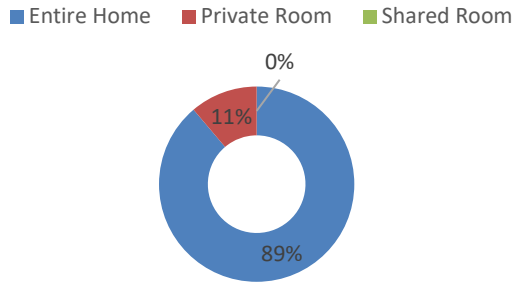
Total nightly rate plus cleaning fees earned in the last month. Does not include taxes, services fees or additional guests.

Occupancy Rate:

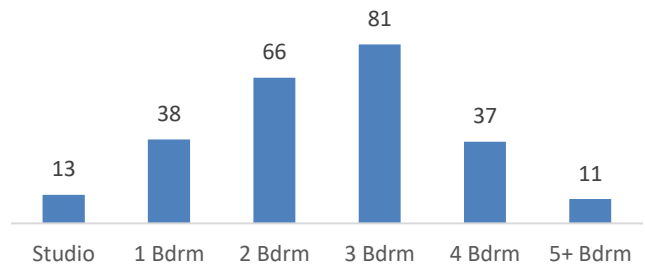
number of booked days divided by the total number of days available for rent in the last month. Properties with our reservations are excluded.



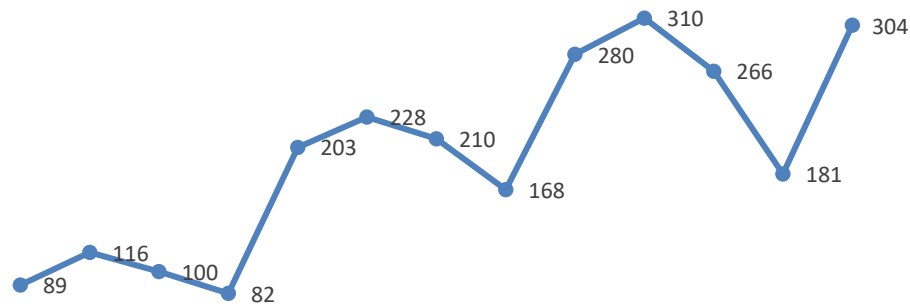
Short Term Accomodation Type



Number of Short Term Accomodations by Size



Growth of Short Term Accomodations by Quarter: Q2, 2016 - Q2, 2019



Quarterly Growth: 68%

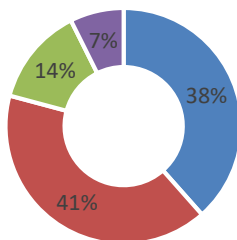
Q2 '16 Q3 '16 Q4 '16 Q1 '17 Q2 '17 Q3 '17 Q4 '17 Q1 '18 Q2 '18 Q3 '18 Q4 '18 Q1 '19 Q2 '19

Rental Activity

Some rentals are only available for rent during a single weekend, while others are full-time investment properties. This chart segments all active properties by the number of days they were available for rent and actually rented over the past year.

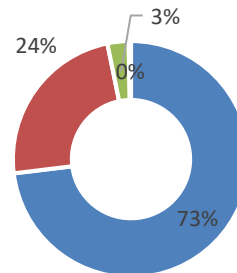
Percentage of Short Term Accomodations Available by Number of Days

■ 1-90 days ■ 91-180 days ■ 181-270 days ■ 271-365 days



Percentage of Short Term Accomodations Booked by Number of Days

■ 1-90 days ■ 91-180 days ■ 181-270 days ■ 271-365 days



Percentage of Units Available Full Time:

20%

Source: AirDNA (2019). Results for Municipality of the District of Lunenburg. Retrieved on July 24, 2019 from <https://www.airdna.co/vacation-rental-data/app/ca/nova-scotia/municipality-of-the-district-of-lunenburg/overview>