

Municipal Council Meeting Agenda

Tuesday, February 22, 2022 – 9:00 a.m.

**MODL Council Chambers, 10 Allée Champlain Drive, Cookville, NS
and Via Video/Audio Teleconferencing**

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Approval of Agenda (as circulated)**
- 4. Approval of Minutes - February 8, 2022**
- 5. Business Arising from Minutes**
- 6. Awarding of Tenders/RFPs - Nil**
- 7. Presentations/Scheduled Times**
 - 7.1 LCLC Capital & Operating Budgets, Kent Walsh, General Manager 9:15 a.m. 1-10
 - 7.2 Brighter Days Capital Campaign, South Shore Regional Hospital,
Paul Snow 10:15 a.m. 11-37
- 8. Consideration of Correspondence**
 - 8.1 Big Tancook Island Emergency Response Association – Funding support 38-40
- 9. Recommendations from Committees & Boards**
 - 9.1 Policy & Strategy Committee** 41
 - 9.1.1 Develop Nova Scotia – Internet Options 42-51
 - 9.2 LCLC Board**
 - 9.2.1 2022-2023 LCLC Capital & Operating Budgets 52
- 10. Staff Reports**
 - 10.1 Engineering Department**
 - 10.1.1 LaHave River Straight Pipe Replacement Program – Year 4 Update 53-56
 - 10.2 Planning Department**
 - 10.2.1 Boundary Review Committee TOR and Appointment of Members 57-64
 - 10.2.2 Alternative Procurement Practices – Electric Vehicles 65-66

10.3 Administration Department

- 10.3.1 Request for Letter re Federal Ghost Gear Fund 67-73
- 10.3.2 Establishment of Post Merger Grant – Fire Departments..... 74-76

11. Mayor’s/Deputy Mayor’s/Councillors’ Matters

- 11.1 LCLC Update
- 11.2 Deputy Mayor’s Update
- 11.3 Mayor’s Update

12. Added Items

13. In Camera

- 13.1 Contract Negotiations re Straight Pipe Installation Program under Section 22(2)(e) of the MGA

14. Adjournment

Lunenburg County Lifestyle Centre 2022 / 2023 Budget



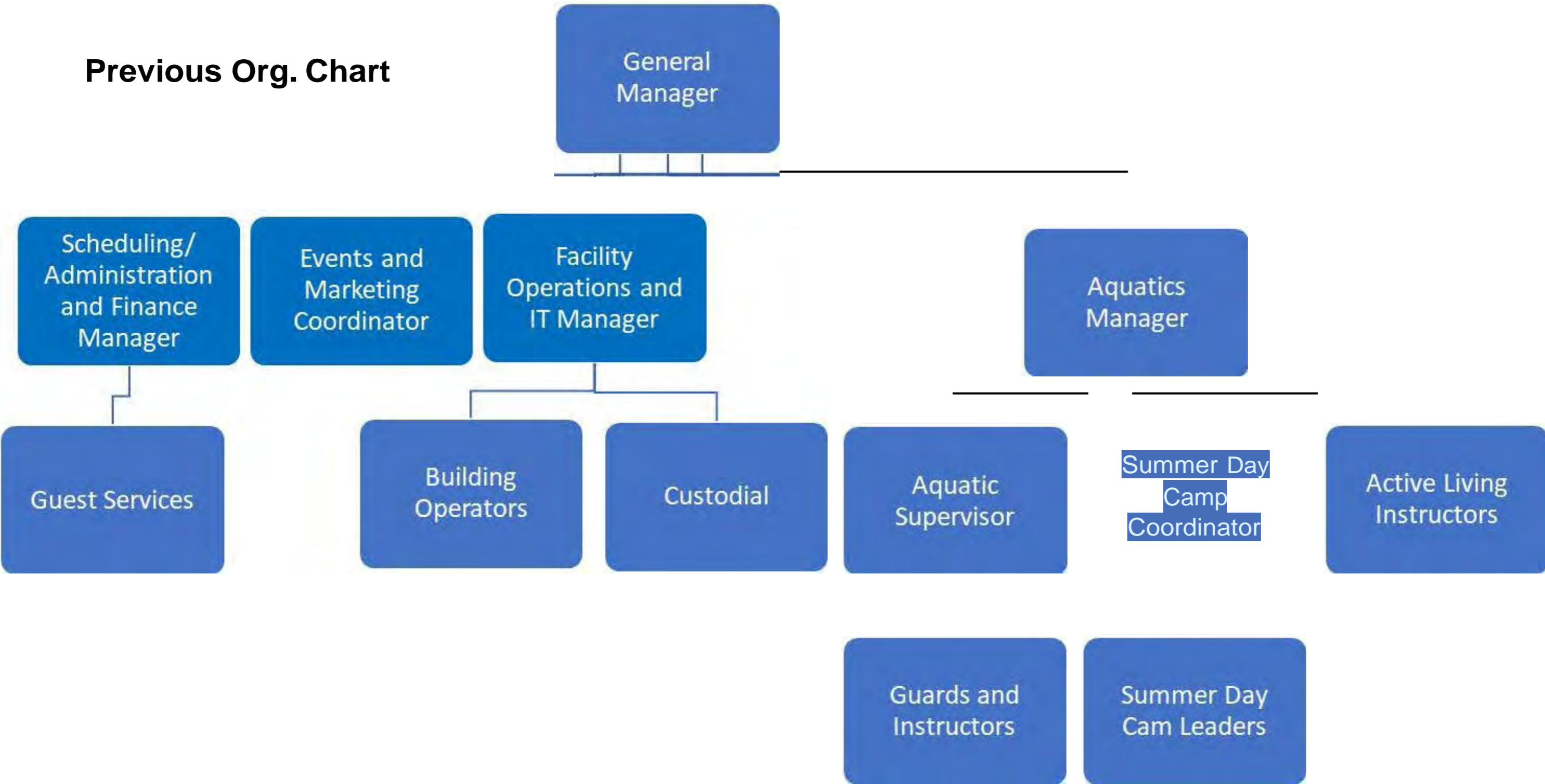
LCLC Operating Budget

Year over year changes:

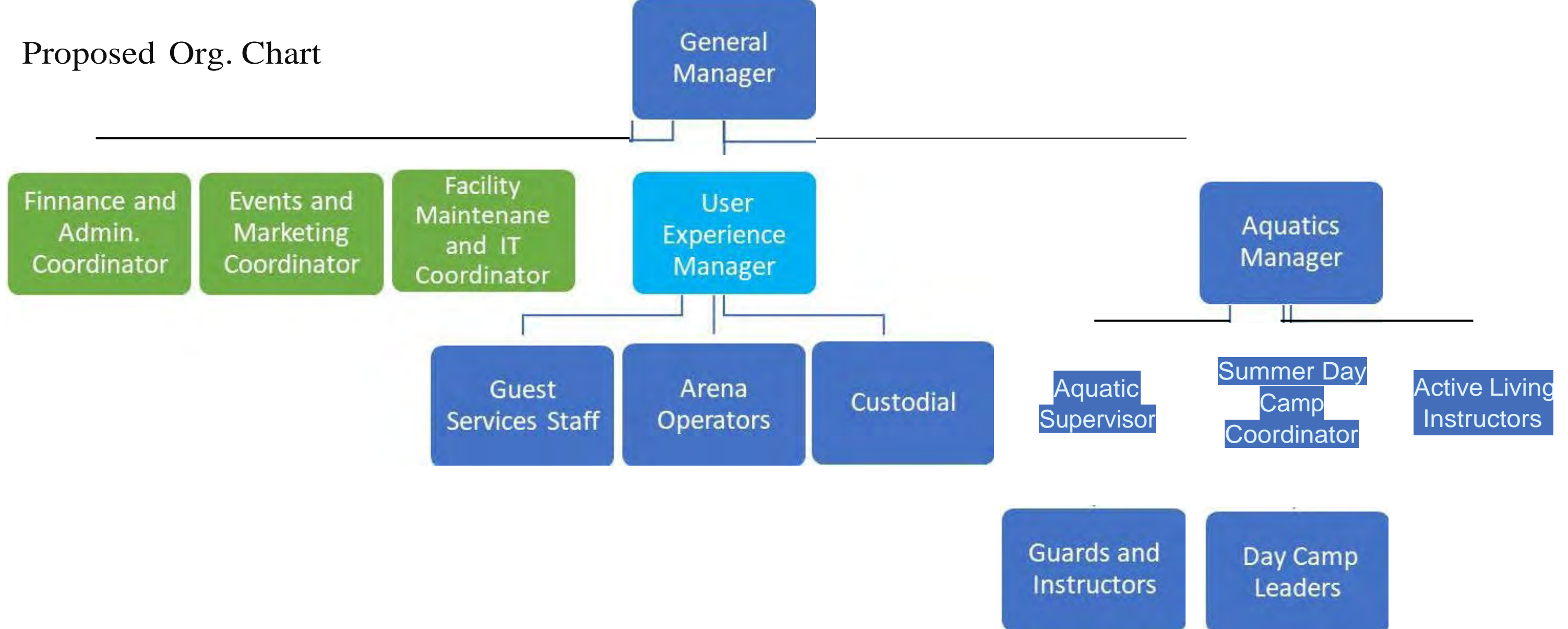
- Aquatic centre revenues have been down the last two years as a result of canceled swim lesson session, we are optimistic that all 4 sessions will run this year.
- Active Living includes revenue from summer camps.
- Fancy Pants has taken over the operations of the Café and pay rent.
- Miscellaneous revenue represents some of the grants and subsidies that we apply for.

- Facility Maintenance becomes more volatile as the building ages, we had a few major repairs to ice plant and air handling components this year and we have included a \$30,000 Contingency account to deal with larger issues if they arise, if not required that contingency account would be returned to the units or reallocated as directed.
- IT Licensing, Fees and Support are costs largely associated with the investments in software and hard to host Connect2Rec and provide a unified hub for recreation registration and information. This initiative has increased the operating cost of the LCLC but decreased the cost to MODL and TOB by removing the need for duplicate programs licensing by each partner and shifted a portion of registration administration to the LCLC.
- Utilities are down as a result of the ice being out during the construction phase of the energy reduction retrofit, we are undertaking, and then a continued saving as a result of the upgrades.
- The increase in Wages and Benefits has a number of factors playing into it:
 - The increase in the Consumer Price Index is approximately 5% and that represents a significant year over year increase.
 - Market correction for Lifeguards and Aquatic Instructors
 - Shift to Events focus in Events and Marketing Coordinator with corresponding salary increase
 - Addition of vaccine checking staff
 - Addition of User Experience Manager
 - Salaries and Benefits include staffing MODL Lakes for guards and instructors as well as Guards and Instructors at the outdoor for TOB.
 - Increase in services provided to Municipal Partners through Connect2Rec

Previous Org. Chart



Proposed Org. Chart



LCLC Operating Budget 2022-23				
	2022 / 2023 Budget Total	2021 / 2022 Forecast	2020 / 2021 Actual	2019 / 2020 Actual
Gross Revenues				
MODL Operating Grant	527,458	567,501	464,001	511,841
TOB Operating Grant	527,458	567,501	464,001	511,841
Arena	270,480	273,714	225,980	268,289
Aquatic Centre	259,804	145,024	134,418	220,958
Active Living, Room, and Equipment Rentals	121,773	118,822	39,147	75,125
Memberships	114,893	112,286	76,908	140,703
Library Rent	98,288	94,508	93,416	92,213
Café rent	9,050			
ATM and Vending	14,652	10,972	4,194	15,139
Advertising and Sponsorship	16,328	3,964	900	5,658
Miscellaneous	10,480	3,761	6,120	31,204
Total Revenue	1,970,664	1,898,054	1,509,085	1,886,171
Expenses				
Advertising and Promotion	18,784	14,323	4,953	7,522
Professional Fees	25,427	19,898	32,456	192,368
Bank, Interest, Credit Card and Other Fees	11,004	17,873	9,336	15,137
Concessions Expense	1,200	2,202	241	6,930
Facility Maintenance and Repairs	198,961	283,069	236,871	239,614
Housekeeping	14,859	13,248	15,858	20,164
IT Licensing, Fees and Support	52,031	53,746	26,405	31,856
Miscellaneous	1,539	2,940	2,829	954
Office	9,507	12,243	8,697	9,364
Pool Chemicals and Supplies	19,337	23,146	19,573	27,112
Programming	10,781	15,467	10,866	11,099
Staff Training and Courses	6,149	5,900	4,132	4,687
Telecommunications	5,280	8,745	8,143	8,483
Travel - Management Conferences	2,480	750	727	-
Uniforms	6,829	6,297	508	1,015
Utilities	365,779	411,558	353,433	409,271
Vending Expense	7,953	5,920	2,882	7,120
Wages and Benefits	1,191,465	993,506	754,583	922,914
Total Expenses	1,949,364	1,890,832	1,492,493	1,915,608

			0	0		
Centre Ice Concessions Operations		14,700	-7,221			
Special Events Revenue		163,000	0	0	86,875	
Special Events Expense		139,000			60,000	
SURPLUS (DEFICIT) FROM SPECIAL EVENTS		24,000	0	0	26,875	
Contingency Account		30,000				
Special Events Reserve		30,000				
NET OPERATING SURPLUS (DEFICIT)	0	-0	0	0	0	

LCLC Operating Budget 2022-23														2022 / 2023	2021 / 2022	2020 / 2021	2019 / 2020
	April	May	June	July	August	September	October	November	December	January	February	March	Budget Total	Forecast	Actual	Actual	
Gross Revenues																	
MODL Operating Grant	87,520	54,942	35,534	42,495	44,062	37,917	34,844	36,442	34,417	37,917	40,931	40,442	527,458	567,501	464,001	511,841	
TOB Operating Grant	87,520	54,942	35,534	42,495	44,062	37,917	34,844	36,442	34,417	37,917	40,931	40,442	527,458	567,501	464,001	511,841	
Arena	24,000	2,000	5,000	5,000	14,336	21,680	30,638	31,400	35,638	32,522	33,329	34,937	270,480	273,714	225,980	268,289	
Aquatic Centre	12,651	10,394	24,335	15,064	36,500	12,890	43,030	10,918	29,748	19,286	10,753	34,235	259,804	145,024	134,418	220,958	
Active Living, Room, and Equipment Rentals	4,708	4,708	39,274	16,274	3,274	6,009	6,009	6,009	9,745	8,009	8,009	9,745	121,773	118,822	39,147	75,125	
Memberships	7,352	6,462	7,271	7,135	7,728	9,267	9,267	10,267	12,536	12,536	12,536	12,536	114,893	112,286	76,908	140,703	
Library Rent	8,191	8,191	8,191	8,191	8,191	8,191	8,191	8,191	8,191	8,191	8,191	8,191	98,288	94,508	93,416	92,213	
Café rent	250	800	800	800	800	800	800	800	800	800	800	800	9,050				
ATM and Vending	299	1,277	86	2,242	677	1,372	745	1,297	1,090	1,002	1,833	2,731	14,652	10,972	4,194	15,139	
Advertising and Sponsorship	0	0	0	328	0	1,000	1,000	1,000	1,000	1,000	10,000	10,000	16,328	3,964	900	5,658	
Miscellaneous	100	87	2	543	0		6,000	2,063	0	561	596	527	10,480	3,761	6,120	31,204	
Total Revenue	232,590	143,801	156,026	140,566	159,629	137,042	175,368	144,828	167,581	159,740	158,908	194,585	1,970,664	1,898,054	1,509,085	1,886,174	
Expenses																	
Advertising and Promotion	1,335	1,009	1,000	1,105	1,400	1,330	1,021	1,000	2,951	1,594	1,073	3,967	18,784	14,323	4,953	7,522	
Professional Fees	1,846	1,846	1,846	3,246	1,846	1,846	1,846	2,017	2,017	2,017	2,017	3,040	25,427	19,898	32,456	192,368	
Bank, Interest, Credit Card and Other Fees	638	311	638	687	687	1,222	638	696	1,259	1,687	1,192	1,350	11,004	17,873	9,336	15,137	
Concessions Expense	100	100	100	100	100	100	100	100	100	100	100	100	1,200	2,202	241	6,930	
Facility Maintenance and Repairs	20,000	15,899	21,073	14,624	13,022	12,664	12,517	18,429	18,999	16,666	17,482	17,587	198,961	283,069	236,871	239,614	
Housekeeping	1,808	1,180	1,124	1,156	1,100	1,170	1,107	1,550	1,198	1,195	1,243	1,028	14,859	13,248	15,858	20,164	
IT Licensing, Fees and Support	4,568	7,005	1,280	2,152	8,160	1,056	1,206	7,274	1,944	3,579	10,156	3,650	52,031	53,746	26,405	31,856	
Miscellaneous	192	100	100	186	100	100	122	150	188	100	100	100	1,539	2,940	2,829	954	
Office	429	697	922	502	551	1,141	752	1,077	1,358	512	520	1,045	9,507	12,243	8,697	9,364	
Pool Chemicals and Supplies	2,837	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	19,337	23,146	19,573	27,112	
Programming	475	1,459	1,188	1,096	1,218	375	85	85	1,200	1,200	1,200	1,200	10,781	15,467	10,866	11,099	
Staff Training and Courses	1,150	1,179	297	1,000	0	0	23	500	500	500	500	500	6,149	5,900	4,132	4,687	
Telecommunications	281	508	424	421	424	407	421	847	360	360	412	415	5,280	8,745	8,143	8,483	
Travel - Management Conferences	150	150	150	150	150	150	830	150	150	150	150	150	2,480	750	727	-	
Uniforms	2,600	921	1,700	200	200	200	591	83	83	83	83	83	6,829	6,297	508	1,015	
Utilities	37,703	28,588	23,424	23,424	28,655	31,437	31,207	30,020	30,154	30,106	34,907	36,154	365,779	411,558	353,433	409,271	
Vending Expense	1,086	606	0	957	898	673	879	0	577	931	1,346	879	7,953	5,920	2,882	7,120	
Wages and Benefits	94,502	90,327	92,327	113,490	115,465	98,436	98,063	98,195	96,285	97,550	97,556	99,269	1,191,465	993,506	754,583	922,914	
Total Expenses	171,700	153,385	149,094	165,039	175,535	154,032	152,702	164,551	160,246	159,476	171,122	172,483	1,949,364	1,890,832	1,492,493	1,915,608	
Centre Ice Concessions Operations	0	2,500	0	0	0	2,400	1,200	1,200	3,800	1,200	1,200	1,200	14,700	-7,221			
Special Events Revenue		42,000	7,000	7,000	7,000	45,000	0	0	25,000	6,000	12,000	12,000	163,000	0	0	86,875	
Special Events Expense		39,000	5,000	5,000	5,000	40,000	0	0	20,000	5,000	10,000	10,000	139,000			60,000	
SURPLUS (DEFICIT) FROM SPECIAL EVENTS	0	3,000	2,000	2,000	2,000	5,000	0	0	5,000	1,000	2,000	2,000	24,000	0	0	26,875	
Contingency Account	30,000	0	0	0	0	0	0	0	0	0	0	0	30,000				
Special Events Reserve	30,000	0	0	0	0	0	0	0	0	0	0	0	30,000				
NET OPERATING SURPLUS (DEFICIT)	889	-4,084	8,933	-22,473	-13,906	-9,590	23,866	-18,524	16,136	2,464	-9,014	25,302	0	0	0	0	

Product	Cost	Rolling Total	
Hayward TigerShark Pool Robot	\$ 2,395.00	\$ 2,395.00	
3 Change Room Doors	\$ 2,850.00	\$ 5,245.00	
Olympia Batteries and Install	\$ 29,000.00	\$ 34,245.00	
Cimco C1 ECV Valve and Emerson Controller	\$ 4,563.89	\$ 38,808.89	
Cimco 100 Controller	\$ 2,967.00	\$ 41,775.89	
Eastlink UC VOIP Telephone System	\$ 6,088.95	\$ 47,864.84	
Building Automation System Server Upgrade	\$ 6,947.00	\$ 54,811.84	
Power Metering System Server Upgrade	\$ 14,457.00	\$ 69,268.84	
Audio DSP & Wall Controllers	\$ 15,133.34	\$ 84,402.18	
CO2 Feeder Chemical Conversion	\$ 9,744.25	\$ 94,146.43	
Accu-Tab Chlorinators Chemical Conversion	\$ 20,372.25	\$ 114,518.68	
2 Pool Chemical Controllers w/o Comms	\$ 6,932.68	\$ 121,451.36	
AHU3 Coil Refrigerant Gas Leak, Exhaust Fan and Duct	\$ 11,000.00	\$ 132,451.36	
Pool VFD Integration to BAS	\$ 9,932.00	\$ 142,383.36	
Baseline Thermographic Scan	\$ 12,500.00	\$ 154,883.36	
Orbital Scrubber and Brush	\$ 3,869.76	\$ 158,753.12	
3 Car Chargers	\$ 30,000.00	\$ 188,753.12	
Wifi Access Points / BAS / Pool Mech / Ref / Hockey	\$ 5,394.00	\$ 194,147.12	
Spin Bikes, weights, kettleballs	\$ 29,000.00	\$ 223,147.12	
Change Room Tile	\$ 9,000.00	\$ 232,147.12	
Dressing Room Tile	\$ 3,000.00	\$ 235,147.12	
Galleria Tile Project	\$ 12,000.00	\$ 247,147.12	
Landscaping South of Building	\$ 8,000.00	\$ 255,147.12	
Furniture Office and Galleria	\$ 10,000.00	\$ 265,147.12	
Dehumidifcation Unit	\$ 3,200.00	\$ 268,347.12	
Parking Lot Painting	\$ 4,125.00	\$ 272,472.12	
Total		\$ 272,472.12	

Capital Budget Detailed Descriptions

Hayward TigerShark Pool Robot- This is an automatic pool cleaner and a replacement to the current unit which is requiring more and more maintenance and will be demoted to a backup for the new unit.

3 Change Room Doors- Original change room doors are metal, not rated for an aquatic environment and they have rusted very badly, The replacements are closer to a rated for the environment and should last much better.

Olympia Batteries and Install- We have extended beyond the expected life of the Olympia batteries and we should be prepared to replace them at some point this year.

Cimco C1 ECV Valve and Emerson Controller & Cimco 100 Controller

– Controller for the ice plant

Eastlink UC VOIP Telephone System – This is the phone upgrade that TOB, MODL and Library have just completed. Brings us onto the MJSB phone service. Reduces monthly phone charges.

Building Automation System Server Upgrade – Building automation server is obsolete and a risk of failure at any point, the current server is hardware onsite but this new server will be a virtual machine hosted at Pennant Pont data center in conjunction with MJSB

Power Metering System Server Upgrade – Our power metering software is outdated and no longer logs energy use, this is an important tool as we move forward with future energy conservation programs.

Audio DSP & Wall Controllers – Audio system in the arena needs to be replaced, its an analog system and we can no longer get parts.

CO2 Feeder Chemical Conversion – Currently we add acid to the pool this upgrade would replace that input with CO2. There is a health and safety of staff benefit to not transferring acid, chemical cost savings, environmental savings.

Accu-Tab Chlorinators Chemical Conversion - Currently we handle liquid chlorine from 45 gallon drums into a mixing tank, this upgrade the pool this upgrade would replace that liquid chlorine with pucks solid pucks. There is a health and safety of staff benefit to not transferring the chemicals, chemical cost savings, transportation cost savings.

2 Pool Chemical Controllers w/o Comms – Each of the 3 pools has a chemical controller that regulates the chemical set points, automatically adding the required chemicals. The current units are failing, one had to be replaced in December when it failed entirely. Current units are not compatible with our monitoring system but the new ones will be on the monitoring system so they can be adjusted remotely and alarm when off set point.

AHU3 Coil Refrigerant Gas Leak, Exhaust Fan and Duct Repair- Repairs to air handler that supplies the Aquatic center.

Pool VFD Integration to BAS – The Variable Flow Drive (pump) that circulates from the Solar capture to the pools is not integrated to the monitoring system, they do not cause an alarm in the monitoring system if it goes offline or fails to come back online after a power failure. This pump did not come back online after a power bump over the summer, overheated the line and caused a break. Our insurance will require this to be integrated to the Building Automation System.

Baseline Thermographic Scan – This is a scan of the electrical systems to identify points of failure and has been identified as a requirement by our insurance provider.

Orbital Scrubber and Brush – This is a tool specifically to clean the tile on the pool changerooms and deck. As the tile work gets older the buildup and discoloration is becoming impossible to mitigate without a heavy duty cleaning solution.

3 Car Chargers – Our Car Chargers are obsolete, We will be able to get the cost of these chargers offset by at least 50% with grants but will need matching funds budgeted.

Wifi Access Points / BAS / Pool Mech / Ref / – WiFi in dressing rooms for Hockey Canada Event, Pool Mechanical to bring systems online, and one other heat pump that is currently not stable on the network.

Spin Bikes, weights – Investment in equipment to increase the programing opportunities and use of the Active Living Studio.

Change Room Tile - Fix broken or missing tiles

Dressing Room Tile – Fix broken or missing tiles

Galleria Tile – Fix Broken or missing tiles

Landscaping South of Building – stop erosion at drainage

Furniture Office and Galleria

Dehumidification Unit – replace freestanding wall unit with ducted solution, this is a more energy efficient solution

Parking Lot Painting Lines and designated spaces for all lots

Combined Totals

	MODL	TOB
Total Operating Grant	\$527,458	\$527,458
Total Capital Grant	\$136,236	\$136,236
Total	\$663,694	\$663,694

Note on ongoing Capital Projects and budgetary carry over.

The ongoing energy conservation, dehumidification and solar project which has been approved in previous capital budgets is being significantly offset by funding from the Federal and Provincial Government as well as Efficiency NS. At its completion those granting steams will leave approximately \$600,000 to return to the municipal units.



Brighter Days

CAPITAL CAMPAIGN

SOUTH SHORE REGIONAL HOSPITAL

Project Scope

By the Numbers

OVERALL SIZE

Currently 170,000 sq ft.
Increase of 48,705 sq ft.
= 218,705 sq ft. (28.65% expansion)

OVERALL COST

\$115.7 million overall cost



Facility Additions

TWO-STOREY ADDITION

will house a new **Emergency Department, Ambulatory Care, Endoscopy Unit and Dialysis Unit**, in addition to **four Ambulance Bays**.

SINGLE STOREY ADDITION

will be home to a new **MRI Suite**.

TWO SMALLER ADDITIONS

will be built to accommodate essential upgrades to mechanical and electrical systems.

Project Highlights

The **Emergency Department** will roughly triple in **size** and incorporate functional new space.

Increasing the number of **exam rooms from 14 to 20.**

A **new road to the HeliPad** for faster ambulance access for life flight services and a safer pedestrian environment.

The new **Dialysis Unit** will have 12 treatment chairs and enable renal patients to be treated right here in Lunenburg County.

A new **MRI Suite** will incorporate all necessary support spaces, from assessment and patient preparation to private patient change area.

Expanded Endoscopy and **Day Surgery** will better support local patients needing a wide array of diagnostic and surgical procedures.

Weather-protected Ambulance Bays will improve patient comfort and privacy when arriving by ambulance.

Systems upgrades will target LEED Silver level certification, be more environmentally friendly and efficient to operate. Space for charging electric vehicles will be incorporated.

Construction will be phased over 4 years, completion target Spring 2025.



Brighter Days Capital Campaign

- Community has been asked to raise \$5.6 million to fund the purchase of essential medical equipment
- David Himmelman and Tim O'Regan Co-Chairs for the campaign committee
- In excess of 100 volunteers from the community will work on the campaign
- The community response to the initial phases of the campaign has been positive



Community Impact

- The redevelopment project will be attractive in the recruitment and retention of health care professionals and will create 20 new permanent jobs in the community
- A modern regional healthcare facility increases the appeal of Bridgewater and Lunenburg County to potential residents. This project protects our hospital's "Regional Hospital" status now and into the future.
- Construction will have a positive impact on the economic activity in the region with an anticipated 300 tradespeople working on site
- Additional health services (Dialysis & MRI) will now be provided in the area
- Expand capability in areas of current high demand - Emerge, Endoscopy & Day Surgery



Ways to Give

- The South Shore Regional Hospital services Lunenburg, Queens and a portion of Shelbourne Counties
- The campaign is requesting support from the regional municipalities and towns both financially and logistically (ie ad space)
- Ways to give - pledged gift (up to 5 years), one time contribution, donation of stocks
- Donor recognition opportunities available

**OUR LOCAL HOSPITAL IS WORTH ALL
OF OUR SUPPORT.
IT IS READY FOR THE COMMUNITY
WHEN THE COMMUNITY NEEDS IT.**



Brighter Days
CAPITAL CAMPAIGN





How wonderful it is that
nobody need wait a single
moment before starting
to improve the world. ”

ANNE FRANK

HEALTH SERVICES FOUNDATION
of the SOUTH SHORE

Case for Support



From this vantage point we see...
VERY BRIGHT DAYS AHEAD!

We count ourselves lucky to live in Nova Scotia's treasured South Shore region, an area surrounded by natural beauty, wonderful friends and neighbours. Our businesses operate with the full and unwavering support of local customers and employees who have been there for us in good times and in bad. We feel now is the time for both of us to reply in-kind, to support our local hospital system through a major redevelopment and help raise the necessary funds to acquire the essential medical equipment that is part of this community investment.

Our local hospital system is an institution that is worth all of our support. It's a place where our most critical health care needs are met and a major employer in our region. South Shore Regional Hospital delivers primary and secondary levels of care, and is the designated trauma centre

for our region. With 84 beds (medical, surgical, intensive care, obstetrics, and mental health inpatient), it is ready for the community when the community needs it.

Dedicated physicians, nurses, health services professionals and supporting personnel care for more than 230,000 patient visits each year. They deliver first rate health services to our community, family, friends and our employees.

It's time for the heart of health care in our community to make some very healthy changes. A \$115.7 million expansion and renewal is in store for our hospital. Upon completion, the patient and guest experience will be totally transformed. Health care will be delivered in bright, spacious, modern, and efficient facilities with enhanced privacy for patients and guests. Our hospital will increase in size

by nearly 30%. The Emergency Department will triple in size while modern Day Surgery, Endoscopy and Dialysis units will be added, and a state-of-the-art MRI diagnostic machine will finally be available right here in our community!

To ensure its successful completion, our community has committed to raise \$5.6 million toward the Hospital's redevelopment and expansion. Funds raised will directly support the acquisition of essential medical equipment in the newly redeveloped Hospital. As members of this community, we can all play a part in helping this dream become a reality. We feel so strongly about this initiative that we will serve as volunteer co-chairs of the \$5.6 million Brighter Days Capital Campaign for the Health Services Foundation of the South Shore.

We hope you will join us in contributing to the Campaign. Your generous support will make all the difference as we rally together, once again, in support of each other.

Sincerely,

David Himmelman

Tim O'Regan

Co-Chairs
 Brighter Days Capital Campaign



The dawning of a new day

DID YOU KNOW today's South Shore Regional provides:

- > A 24-hour Emergency Department and Trauma Centre
- > Helipad for Life Flight transportation
- > Three theatre operating suites
- > Five day per week Day Surgery
- > Endoscopy
- > Oncology
- > Women & Children's Health Inpatient Unit
- > Obstetrics Clinic
- > ICU
- > Mental Health Inpatient Unit
- > Medical and Surgical Inpatient Units
- > Ambulatory Care
- > Clinical Services Include:
 - Diagnostic Imaging - Mammography, Ultrasound, Nuclear Medicine
 - Laboratory Services
 - Rehabilitation Services - Occupational Therapy, Physiotherapy
 - Pharmacy
 - Respiratory Therapy
 - Cardiac Investigation - EKG, Pacemaker Checks
 - Telehealth Services

Health care services delivery methods — and our community's demographic— have changed dramatically since 1988 when South Shore Regional was built.

The South Shore has one of the fastest aging populations in the Province. The health care needs of our family, friends and neighbours — and the needs of our health services providers — have evolved and our current facility must as well.

Today, South Shore Regional receives patients arriving with more complex and often more than one health condition. Patients find themselves undergoing diagnosis and treatment in spaces not designed for that purpose. Privacy is a challenge, particularly in serious health situations and traumatic life moments. Our top flight medical and support personnel are impeded by lack of functional space.

It's time for South Shore Regional to begin a new era of health care delivery.

The redeveloped facility will **expand the footprint of the existing hospital by almost 30%**, and will provide bright, modern, functional new spaces that include a new **Emergency Department**, renewed and enlarged **Endoscopy and Day Surgery Units**, a new **Dialysis Unit** and a **MRI**.

When construction is complete, the health care experience for our patients will be forever transformed. The surroundings in which our dedicated medical and support staff care for our community will be purpose-built, efficient, modern, spacious, functional and inviting.

The future of health care in our community is bright. We want you to be part of the dawning of a new day.

Residents of the South Shore deserve modern facilities that meet the needs of today and tomorrow.



By the Numbers

OVERALL SIZE

Currently 170,000 sq. ft.
Increase of 48,705 sq. ft.
= 218,705 sq. ft. (28.65% expansion)

OVERALL COST

\$115.7 million overall cost



Facility Additions

TWO-STOREY ADDITION

will house a new Emergency Department, Ambulatory Care, Endoscopy Unit and Dialysis Unit, in addition to four Ambulance Bays.

SINGLE STOREY ADDITION

will be home to the new MRI Diagnostic Imaging Unit.

TWO SMALLER ADDITIONS

will be built to accommodate essential upgrades to mechanical and electrical systems.



Highlights

The **Emergency Department** will roughly **triple in size** and incorporate functional new space for triage, examination, trauma, mental health, decontamination, negative air pressure and isolation, and other critical health services.

Increasing the number of **exam rooms** from **14 to 20**.

A completely **new road to the HeliPad** will enable faster ambulance access for life flight services, and a safer pedestrian environment.

The new **Dialysis Unit** will enable renal patients to be treated here in Lunenburg County.

A new **MRI Suite** will incorporate all necessary support spaces, from assessment and patient preparation to private patient change area.

Expanded Endoscopy and **Day Surgery** will better support local patients needing a wide array of diagnostic and surgical procedures.

Weather-protected Ambulance Bays will improve patient comfort and privacy when arriving by ambulance.

Systems upgrades will target LEED Silver level certification, be more environmentally friendly, and efficient to operate. Space for charging electric vehicles will be incorporated.

Construction will be phased over 4 years, from Spring 2021 through 2025.



The emergency health care team is really excited about the South Shore Regional redevelopment project. Our team's goal is always to provide timely quality care to meet the wide range of needs of our community. The new Emergency Department will help us continue to achieve this.”

Dr. Greg McNally MD, CCFP



When every moment counts

A medical emergency is the exact moment in time when the design and functionality of an Emergency Department is critical to the ability of medical, nursing and allied health professionals to deliver the very best care to patients.

On any given day in our current Emergency Department you may find an elderly patient who has suffered a fall, a young child spiking an unexplained fever, a patient suffering from mental health challenges, or someone who has been transported by ambulance as the result of a vehicular accident.

There is no time to waste. When getting a loved one from a critical to stable condition, every second counts.

The current Emergency Department was built to care for considerably fewer patients than the almost 20,000 annually that it sees today. It is crowded with insufficient space for triage, patient isolation, ambulance offloading, diagnostics, patient treatment, and storage of medical supplies. As patients to our Emergency Department will attest, our highly trained health professional teams are doing their best in surroundings that are far less than optimal.

Our new Emergency Department will be approximately **triple the square footage** currently available. The expanded capacity will help support improved wait times for patients. Patients and families will benefit from a much larger, state-of-the-art facility that is **streamlined and designed to support patient-centred care**.

The new Department will increase triage capacity to include two patient triage stations and 20 patient treatment spaces. Each treatment space will be universally designed, with essential medical equipment and supplies close at hand. Private rooms with glass doors will replace curtains, increase patient privacy, and support best practices regarding infection control.

Patients will experience a private, more streamlined admittance process for both walk-in patients and those arriving by ambulance, who will benefit from a new 4-vehicle, weather-protected ambulance bay. The medical staff and other health professionals will have the equipment and space to more efficiently begin preliminary work-ups like blood work or EKGs. The trauma rooms of the new ED will be in close proximity to important diagnostic tools such as the CT scanner.

The new space was designed to support our patients' care needs (like the frail and those with mobility challenges), while supporting the presence of family members. These changes will allow patients to be treated in a **more comfortable, private environment aiming to reduce wait times, improve patient flow, as well as improving infection prevention and control practices**. We will be better equipped to meet each Emergency patient's unique needs.

IMPROVED EMERGENCY DEPARTMENT



It was like an out of body experience. We need to have the most effective Emergency Department and diagnostic equipment to deliver the best care possible, every time, for someone else's child, spouse, friend or neighbour.”

Rodney Grace, Matt's father



One family's story

In December 2019 Matthew Grace was a young man from Nova Scotia just starting out in life. He had been working out West and was excited to travel back to the South Shore to spend the holidays with family and friends.

Matthew had stayed with friends in Nova Scotia before heading home.

Eagerly awaiting the arrival of their son, Tina and Rodney Grace's telephone rang. Then their world stopped.

It was one of the friends with whom Matt had stayed the previous night. Matt was making unusual sounds and they couldn't wake him. They were frantic and wanted to know what to do.

"Call 911."

Paramedics found Matt unresponsive and struggling to breathe. He was quickly prepped for transport and rushed to South Shore Regional Hospital. First responders tried unsuccessfully to establish an airway en route.

What Tina and Rodney did not yet know was that Matt had hit his head the night before, and unknowingly suffered a traumatic brain injury.

Matt was fighting for his life.

Upon arrival at South Shore Regional's Emergency Department, doctors were able to intubate Matt, conduct a CT scan and establish a treatment plan. A neurosurgical team in Halifax was alerted and mobilized, and the South Shore Regional emergency team prepared Matt to be transported by life flight helicopter. The neurosurgeon in Halifax didn't mince words: five minutes delay could irrevocably change Matt's outcome. They needed to get him stable to survive a Life Flight to Halifax for surgery.

Matt got home four months following surgery and got to work on his recovery. He has made tremendous progress in rehabilitation, learning to walk, move and speak again.

Our community wrapped its arms around Matt and his family from the moment he arrived in the Emergency Department.

**IMPROVED EMERGENCY
DEPARTMENT**



The ability to provide MRI service at the South Shore Regional Hospital will drastically improve patient care.

It will allow us to detect cancer earlier, such as breast and gynaecological, prostate, brain, liver and more, with a better chance of curative treatment. It will allow us to diagnose soft tissue and joint injuries that we cannot with CT and ultrasound, so patients can receive proper treatment and return to work/normal daily life sooner.

This will be a game changer for the care of our patients with neurological diseases of the brain and spine. The MRI will significantly reduce the radiation exposure in young patients with chronic illness such as Crohn's disease by decreasing repeated CT scans. And it will give family physicians, radiologists and numerous other specialists another reason to practice in our beautiful community.”

Dr. Chen Meng, Diagnostic Radiology



Picture this

Sometimes the best health care is the care you receive close to home.

One of the most exciting elements of our Hospital's expansion and redevelopment will be the addition of state-of-the-art Magnetic Resonance Imaging (MRI) diagnostic capability right here in our community.

The fundamental advantage of MRI technology is that it provides significantly better contrast between the different tissues of the body than CT scanning. MRI images are obtained in minimally invasive exams and without ionizing radiation. It is particularly useful in imaging the brain, spine and spinal cord, the musculoskeletal system, and in oncologic (cancer) identification. It is the imaging tool of choice in detecting joint injuries, tumours of the brain and spine, seizure disorders, multiple sclerosis and many forms of cancer.

With the ability to detect a wide variety of diseases and conditions at an early stage, **MRI scanning has become an essential aspect of modern medical diagnostic testing.**

Located in a brand new 3,100 sq. ft. one story addition to the existing building, the new MRI will help bring health care for residents of the South Shore to the next level. An MRI will mean more timely and convenient access to diagnostic imaging for our community. Fewer patients will have to travel or be transported for this important diagnostic service, and the addition of the MRI will support recruitment of health care providers to our region.

The MRI means fewer patients will have to travel or be transported for this important diagnostic service and will support recruitment of health care providers to this community.

*Tanya Nixon, Vice President of Operations,
Western Zone, Nova Scotia Health*

IMPROVED EMERGENCY
DEPARTMENT

MAGNETIC RESONANCE
IMAGING (MRI)



Travelling two hours to Halifax for dialysis was brutal, especially the winter driving. By the end of my 3-hour treatment I would be so exhausted, both physically and mentally, I was not able to drive myself home. The addition of travel cost added a layer of financial stress to an already difficult time.”

Melinda Naugler, Dialysis patient



We can save both life, and quality of life

Many members of our local community who are receiving life-saving dialysis treatment for kidney disease or damage will now be able to be treated right here at South Shore Regional Hospital.

Today there are 3 million Canadians who have kidney damage or reduced kidney function and many are here in Lunenburg County. Patients frequently experience renal failure due to diabetes, hypertension, cancer, trauma or even because of a hereditary condition.

Dialysis usually requires these patients to be connected to a dialysis machine for a minimum of a few hours, multiple times per week. Currently dialysis patients from our region travel to Halifax or Liverpool for their dialysis sessions. For many that means asking a family member or a neighbour, or hiring someone to drive them to their 3X weekly sessions, for months and sometimes years.

Those travelling for dialysis treatments find their lives revolving around an arduous schedule of travel and treatment.

The sheer time commitment required to travel and receive treatment robs patients of life's precious moments. Time with loved ones. Time to work. The chance to sit outdoors on a sunny afternoon. Opportunities to savour all that life has to offer. Moments of joy, and of enjoyment.

Our **new 12-chair, 5,600 sq. ft. Dialysis Unit** will be **bright, modern, and patient-friendly** with lots of natural light. It will be a comfortable, uplifting place for patients who must spend hours at a time receiving treatment. It will allow **appropriate spacing between patients** and **better overall infection control**.

For the first time, Dialysis patients from our communities will be able to receive treatment close to home. This new unit is a significant service addition for those served by South Shore Regional. It will help alleviate pressure on the dialysis treatment resources in the Central Zone while also providing the capacity to treat an increasing numbers of patients from our region.

IMPROVED EMERGENCY
DEPARTMENT

MAGNETIC RESONANCE
IMAGING (MRI)

NEW DIALYSIS UNIT



The vital expansion of the Endoscopy Unit at South Shore Regional Hospital will ensure the continued success of performing high volume and high quality endoscopy. The new Endoscopy Unit will be designed to ensure patients have the very best treatment experience possible with respect, dignity and privacy.”

Dr. Hughie Fraser, MD, FRCPC Gastroenterologist



A calm and caring experience

Endoscopy is a minimally invasive medical procedure where a 'scope' (thin, flexible tube with a light and camera on the end) is introduced into the body in order to look at internal organs and structures. "Endo" procedures are routinely conducted for a broad array of diagnoses.

While a fairly common procedure, it is one that some patients find daunting and stressful. Anxiety during endoscopy is a widely researched area, as it often impacts the outcome of the endoscopy, the ease of the procedure itself and whether or not it will need to be repeated; keeping calm and relaxed can make passage of the scope easier and less uncomfortable.

Helping patients manage their individual stress response during a scope is key. That's difficult to do when you are awaiting a procedure and are in close physical proximity to other patients undergoing procedures.

Our new Endoscopy Unit will move out of a single, small room with no waiting area currently located behind the Emergency Department, into a **bright new, functional, purpose-built, patient-friendly space that is six times the size of the current Endoscopy space.**

It will include a dedicated negative pressure room—a requirement for bronchoscopes—that also allows for patient isolation if required. Essential private patient washrooms will be abundant, and the new unit will accommodate both endoscopy and urology procedures. Two procedure rooms and a dedicated recovery area will fully support the over 2,400 scope procedures conducted each year at the Hospital.

IMPROVED EMERGENCY
DEPARTMENT

MAGNETIC RESONANCE
IMAGING (MRI)

NEW DIALYSIS UNIT

ENDOSCOPY EXPANSION



Expanding the Day Surgery Unit will enhance the patient and family experience by offering more comfort and dignity during what can be a very stressful time. With dedicated spaces for assessment and consultations it will also improve privacy and patient flow within the unit.”

Melanie Nauss, RN BScN, Manager Perioperative & Surgical Wait Time



Operating better

Every day at South Shore Regional Hospital, lives are saved and improved in a space designed and built for fewer patients than we now serve.

One of the most marked improvements to the patient experience in the newly redeveloped South Shore Regional will be the expansion and upgrading of the **Day Surgery Unit**.

Each year, about 3,000 surgical procedures are performed here: gynaecological, orthopaedic, oral, plastics, general surgery, ophthalmology, ENT (ear, nose, throat), and some pediatric surgeries as well.

While any surgical procedure can naturally bring with it some anxiety, some procedures, such as cancer surgeries, place a heavy emotional burden on patients. It is in these moments that we most want our space to enhance the patient experience by offering the best in terms of comfort, privacy and dignity.

Currently, floor space with the Day Surgery Unit is limited, which can create challenges for comfort and privacy as well as patient flow. The new expanded space will include dedicated private patient consult rooms, **private pre-op and recovery spaces**, and **increased pre-assessment capacity**. It will offer more space for family or supporters to accompany a loved one who may be undergoing a procedure during a time of great personal anxiety.

The fully redeveloped department will be triple the size of our existing space. It will be a single purpose area with only one entry point for the public.

There will be larger and better space for attending family and friends, as well as a dedicated paediatric surgery waiting room and dedicated break room for staff.

IMPROVED EMERGENCY
DEPARTMENT

MAGNETIC RESONANCE
IMAGING (MRI)

NEW DIALYSIS UNIT

ENDOSCOPY

DAY SURGERY UPGRADES



Every day staff arrive here ready to do everything it takes to save a life. We are grateful to our donors who are true partners in our efforts. ”

Michelle Tipert, RN, Manager,
Women & Children's Health Program/Midwifery/Ambulatory Care



Every gift can support Brighter Days ahead

There are few relationships as important as the one between hospital and community. It is a bond interwoven through generations, from the celebration of birth, through the various experiences of life.

We are counting on our whole community to help us meet the campaign's \$5.6 million goal. Funds raised will directly support the purchase of essential medical equipment in the newly redeveloped Hospital. New facilities and equipment will directly support our efforts to attract health care personnel to Lunenburg County.

Ways to Give

There are many ways to contribute financially to the success of this important community health care effort, and all donors can play a part.

Donations are the most direct means of supporting the Campaign. You can make a

- **one-time donation**
- **pledge your support** for a period of up to five years. Automatic credit card payment option is available.
- **contribute stocks, bonds, annuities, real estate or other capital property.**

Donor Recognition

The Campaign offers many opportunities for individuals, families, businesses, and foundations to have their **contribution recognized permanently** and publicly on a room or space within the redeveloped facility. Tangible recognition can feature the name of the contributor or that of an honouree. Space naming options are available for all donors making contributions of \$10,000 or greater. All donors contributing gifts of \$1,000 or more will be recognized.

We invite you to contact the Health Services Foundation to discuss the possible ways for supporting the campaign that best suit you. We will be pleased to provide you with options that appropriately recognize your generous support of the **Brighter Days** Capital Campaign.



IMPROVED EMERGENCY DEPARTMENT

MAGNETIC RESONANCE IMAGING (MRI)

NEW DIALYSIS UNIT

ENDOSCOPY EXPANSION

DAY SURGERY UPGRADES

CAPITAL CAMPAIGN OFFICE

Health Services Foundation of the South Shore
90 Glen Allan Drive, PO Box 492, Bridgewater
Nova Scotia B4V 2X6
Registered charity number:
11915 8483 RR 0001

ARLEEN STEVENS

Executive Director
902.521.9749
arleen.stevens@nshealth.ca

EVERY GIFT CAN SUPPORT BRIGHTER DAYS AHEAD



Email to: Tom MacEwan, Chief Administrative Officer, MODL

Date: February 16, 2022

Copied to: Carolyn Bolivar-Getson, Mayor, MODL
Chasidy Veinotte, Council Member, District 10, MODL
Chris Kennedy, Fire Service Coordinator, MODL
Peter Stephens, Chair, BTIERA
Dexter Rodenhiser, Fire Chief, BTIERA

On behalf of the Big Tancook Island Emergency Response Association (BTIERA), we are writing to ask for your support in our request for funding from the Canada Community-Building Fund to complete the construction of a new Fire Hall for Big Tancook Island.

As you may be aware, BTIERA maintains both a Fire Service and a Medical First Response service. These two services, staffed entirely by volunteers, serve the 150 permanent and 50 seasonal residents of Big Tancook Island with 24/7 fire protection and medical first responders.

BTIERA does not have a Fire Hall. One medical response vehicle and one snuffer trailer for fighting fires are kept inside in a rented basement garage. Our three other vehicles are kept outdoors. Our large tanker for fire-fighting needs to be drained every fall to protect it from freezing, and is therefore not available to fight fires for the winter months every year. Without a Fire Hall we do not have adequate storage for other fire-fighting equipment, or a protected place to perform regular maintenance and training.

We do receive funding from MODL through the annual fire tax, we fund-raise, and we receive private donations. This has meant that we have been able to purchase and maintain fire and medical vehicles and equipment, and to provide on-going training for our volunteers.

A Fire Hall, however, requires a substantial capital investment beyond the scope of annual grants and fund-raising.

We understand that the Canada Community-Building Fund was expanded in 2021 to include Fire Halls. An additional \$55 million was made available to Nova Scotia.

We have already been able to secure \$50,000 toward the new Fire Hall, as well as a donation of serviced land, the pro bono completion of architectural drawings, and an agreement of construction and logistics support from the Canadian Armed Forces. In order to complete the project in 2023, we need an estimated additional \$75,000 for building materials.

This is an estimate only at this point. We have sent our architectural drawings to be costed and will have detailed information available soon. Attached you will find one page from the completed plans. You're welcome to the complete set.

Could you please help us in obtaining funds through the Canada Community-Building Fund?

In support of our application, you may wish to consider the following:

- Established emergency response association with both a Fire Service and a Medical Service – Fire Service begun in 2010 and Medical Service in early 2000's
- 18 Volunteer Fire Fighters, 8 Medical First Responders
- 2 Medical Response Vehicles, one Rapid Response Fire vehicle, one 700 gallon Tanker, and one 400 gallon snuffer trailer
- Provides essential emergency services to 150 fulltime residents and 50 seasonal residents who live on an island with limited access to the mainland via a walk-on ferry
- A registered charitable organization, staffed by volunteers, supported by a municipal fire tax, private donations, fundraising, and donations of equipment from other Fire Services
- Significant support already in place for the construction of a fire hall, including full architectural and design work, a donation of serviced land, a commitment from the Armed Forces to provide building construction, and a growing cash fund
- Strong community support for the emergency response association demonstrated by a community survey in 2018
- A Fire Hall will provide indoor, heated space for four vehicles, allowing the use all year round of all of our vehicles – currently we are unable to use our Tanker truck from November to April and must drain all water and remove the pump to prevent freezing. Our Rapid Response Vehicle and one of our Medical Response Vehicles are stored outside all year, like our Tanker truck
- A Fire Hall will also provide appropriate heated storage space for equipment in addition to vehicles, reducing the time needed to respond to emergency callouts.

We look forward to your early response. We are happy to provide you with any additional information about our planned new Fire Hall.

Respectfully,

Roy Thomas,
Deputy Fire Chief, BTIERA

ADDITIONAL NOTES:
 ABLE ENGINEERING SERVICES IS NOT
 RESPONSIBLE FOR ANY OTHER EXISTING OR
 NEW STRUCTURE RELATED TO THIS BUILDING



ABLE ENGINEERING SERVICES INC.
 4073 HIGHWAY #3
 P.O. BOX 959
 CHESTER, NOVA SCOTIA, B0J 1J0
 TEL. 1-833-756-8433
 FAX. 902-273-3072
 engineering@ableinc.ca

NOTES:
 - CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
 - ALL DEVIATIONS OR SUBSTITUTIONS ARE TO BE APPROVED BY THE ENGINEER.
 - LUMBER TO BE SPF NO. 2 GRADE MINIMUM UNLESS OTHERWISE SPECIFIED.
 - ALL WORK TO CONFORM AT A MINIMUM TO THE NATIONAL BUILDING CODE OF CANADA, LATEST EDITION, AND ALL OTHER APPLICABLE CODES, BYLAWS, AND OTHER LEGAL REQUIREMENTS. PLANS USING DESCRIPTION FROM THE BIG TANKCOOK ISLAND FIRE DEPARTMENT AND SITE SKETCH RECORDED BY ABLE ENGINEERING SERVICES.
 - ALL MULTI PLY COLUMNS AND BEAMS ARE TO BE LAMINATED WITH LEPAGE PL PREMIUM ADHESIVE.
 - ALL DIMENSIONAL LUMBER BUILT-UP BEAMS TO BE SHALL BE NAILED TOGETHER PER 9.23.8.3. OF THE NATIONAL BUILDING CODE OF CANADA.
 - ALL LVL BUILT-UP BEAMS SHALL BE NAILED OR BOLTED PER THE MANUFACTURER'S SPECIFICATIONS UNLESS OTHERWISE SPECIFIED BY THE ENGINEER.
 - ALL EXTERIOR WALLS SHEATHED WITH 1/2" PLYWOOD OR 7/16 OSB.
 - ALL STEEL TO CONFORM TO CAN/CSA-G40.21 M, GRADE 44 W. ALL GALVANIZED STEEL SHALL CONFORM TO CSA STANDARD G164 M.
 - ALL ANCHOR BOLTS, NUTS, AND WASHERS TO CONFORM TO ASTM A307 MINIMUM OR CHEMICAL ANCHORS (HILTI HIT MAX OR EQUAL). ALL BOLTS, NUTS AND WASHERS CONNECTING TIMBER TO TIMBER OR STEEL TO TIMBER TO CONFORM TO ASTM A307 MINIMUM.

PROJECT
**BIG TANKCOOK ISLAND
 FIRE HALL EXPANSION**

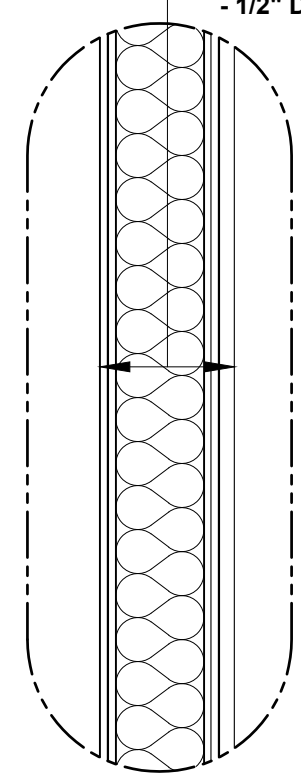
DRAWING
**BUILDING ADDITION
 ELEVATION PLAN**

DESIGNED A.VEINOTTE
 DATE 07FEBRUARY2022
 DRAWN M.ENGLAND
 DATE 07FEBRUARY2022

CHECKED
 DATE

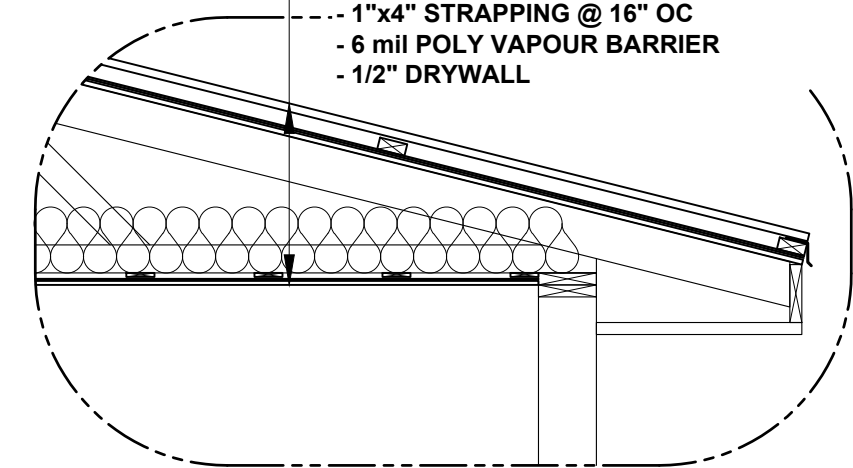
PROJECT NO.	211223-86	REVISION	-
DRAWING NO.	S-06	SHEET NO.	6 OF 6

TYP WALL ASSEMBLY
 (OR EQUIVALENT AS APPROVED BY BTIERA)
 - STEEL SIDING
 - TVEC HOUSE WRAP OR EQUIVALENT
 - 7/16" OSB SHEATHING
 - STUD WALL (SEE SHEETS 2 & 3)
 - R24 BATT INSULATION
 - 6 mil POLY VAPOUR BARRIER
 - 1/2" DRYWALL

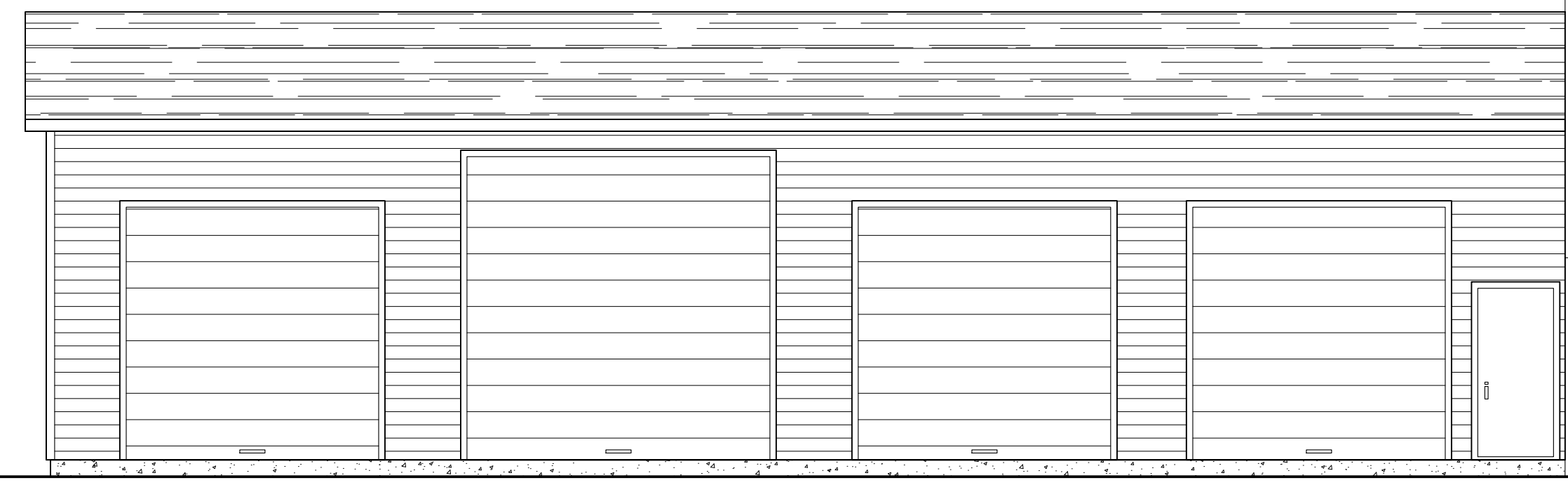


D TYPICAL WALL ASSEMBLY
 S-06 SCALE 1/2":1'

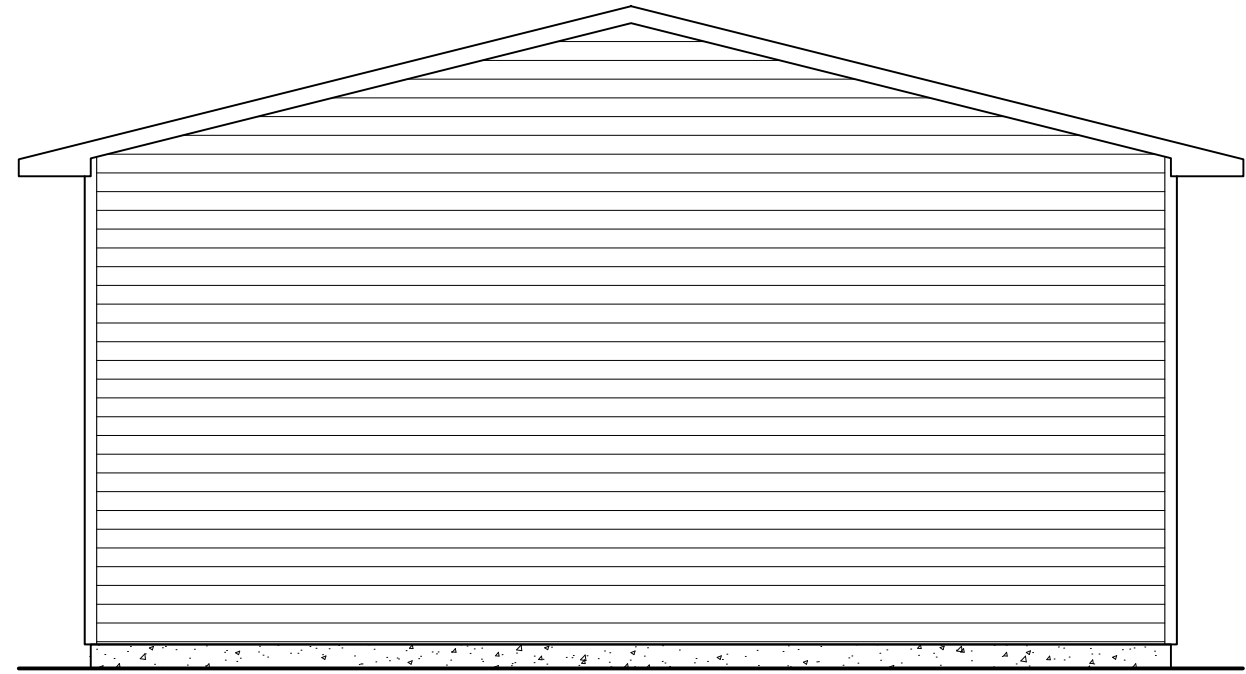
TYP ROOF ASSEMBLY
 (OR EQUIVALENT AS APPROVED BY BTIERA)
 - METAL ROOFING
 - ANCHORING STRIPS
 - UNDERLAYMENT
 - ICE & WATER SHIELD @ EAVES
 - 5/8" OSB T&G SHEATHING
 - TRUSSES BY TRUSS MANUFACTURER
 - R50 INSULATION
 - 1"x4" STRAPPING @ 16" OC
 - 6 mil POLY VAPOUR BARRIER
 - 1/2" DRYWALL



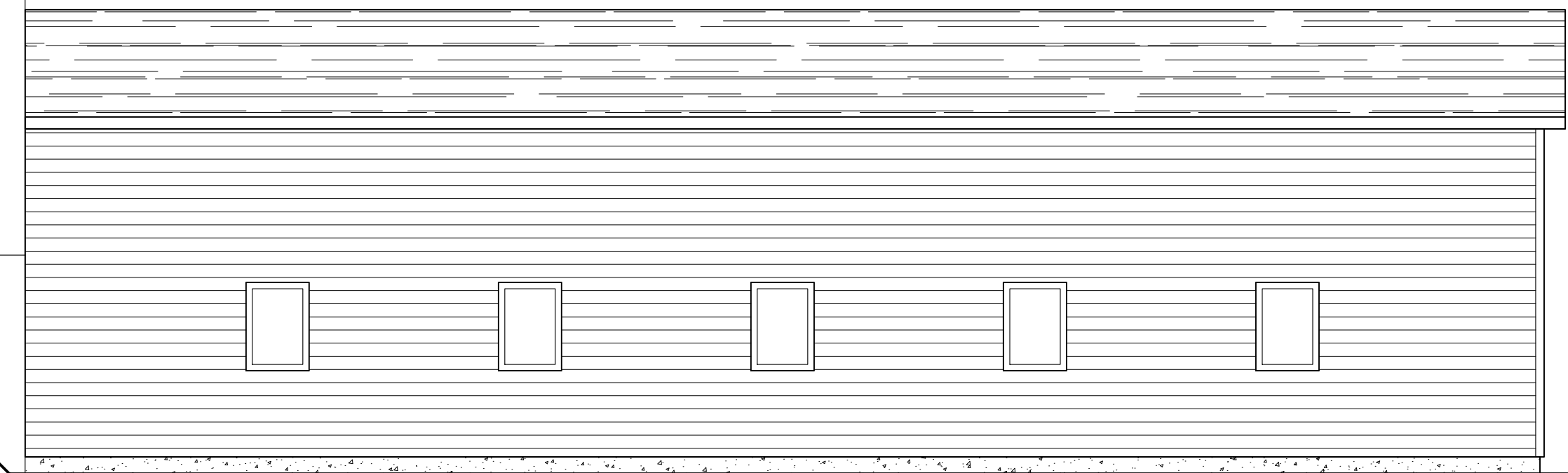
E TYPICAL WALL ASSEMBLY
 S-06 SCALE 1/2":1'



A FRONT ELEVATION
 S-06 SCALE 3/16":1'



B SIDE ELEVATION
 S-06 SCALE 3/16":1'



C REAR ELEVATION
 S-06 SCALE 3/16":1'



Municipality of the District of Lunenburg

10 Allée Champlain Drive, Cookville, Nova Scotia, Canada, B4V 9E4
Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca

February 15, 2022

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, February 15, 2022, made the following recommendations to Council:


1. That Municipal Council request Develop NS to continue to explore additional options for internet service for the remaining 147 MODL addresses.

Respectfully submitted,

Chairperson and Members
Policy & Strategy Committee

/jp

Internet Update




February 2022

1

MODL Internet Financial Review

In 2016 it was estimated that 65% of the District had federally identified suitable Internet service.

In 2018/19 council adopted an Internet Connectivity Strategy that outlined \$500,000 a year for 5 years or \$2,500,000 for Internet improvements.



2

Internet Project Reviews

Projects	Provider	Homes Covered	Service Type	MODL Cost
Provincial Grant – Sweetland	NCS	150	Fixed Wireless	\$45,000
CTI – Parts of Bakers Settlement, Hemford and Hemford Forest	Eastlink	260	Hybrid Fibre	\$233,460
CTI – District Wide Fixed Wireless	TNC	270	Fixed Wireless	\$193,857
MODL – RFP Tancook Islands and Whynotts Settlement	TNC	100	Fixed Wireless	\$80,417
DNS Phase 1 – New Germany	Bell	1,000	Fibre Op	\$0.00
Cherry Hill Health Care Project	Eastlink	5	Hybrid Fibre	\$1,750
DNS Phase 2 – General District	Bell	5,650	Fibre Op	\$1,925,250
DNS Phase 3 – Additional General District	Bell	549	Fibre Op	\$176,300
Total		7,984		\$2,656,034

Note: The Sweetland project happened before the connectivity strategy



3

NCS - Sweetland

The province released an internet grant and the District partnered with NCS Networks to install two internet towers. One in Sweetland and one in Cookville. This provided service to over 150 homes. The Sweetland tower was later sold to NCS Networks.



4

Eastlink CTI project

The District worked with Eastlink to provide Hybrid Fibre to 260 resident points under the Federal Connect to Innovate funding. All work has been completed.



5

TNC CTI Project

The District worked with TNC Wireless to provide a Fixed Wireless service. The project includes the installation of nine new Fixed Wireless towers throughout the District and has roughly 260 connections to date.



6

MODL Internet RFP

The District submitted a Request for Proposal to see two new Fixed Wireless towers installed on Tancook Island and Whynotts Settlement. TNC Wireless was awarded the contract and installed the two new towers with roughly 100 connections.



7

DNS Phase 1

The District identified a large project area in New Germany and worked with Bell to make a submission under the Develop NS (DNS) Phase 1 submissions. The project provides coverage to over 1,000 homes with Bell Fibre. All Phase 1 work has been completed.



8

Eastlink Cherry Hill Expansion

There was a small area in Cherry Hill that was identified and needed internet to provide health care to the area. The District partnered with Eastlink and the health care provider to offer Fibre-based Internet to 5 new connections. All work has been completed.



9

Bell DNS Phase 2

	Bell DNS RFP Review	Total cost	MODL	Total Homes
Project #2	Mahone Bay North	\$2,797,836	\$ 380,818.80	1080
Project #3	Lunenburg	\$858,508	\$ 117,419.13	333
Project #4	Lunenburg Northwest V2	\$2,495,804	\$ 287,024.54	814
Project #5	Lunenburg North	\$3,087,581	\$ 484,133.53	1373
Project #6	LaHave	\$1,423,753	\$ 191,467.23	543
Project #7	Bridgewater - North	\$2,797,836	\$ 464,387.37	1317
Total		\$13,461,318	\$ 1,925,250.60	5460

- MODL cost per home pass - \$352.61
- All work is anticipated to be complete by the end of 2022



10

Bell DNS Phase 3

The District identified additional areas of underserved connection points and made request to Bell to submit to the final phase of the Develop NS Internet fund.

The additional service will see 549 additional connections in the areas of Tancook Islands, Camperdown, Crouses Settlement, Newcombville, Petite Riviere, Masons Beach, Blue Rocks, Indian Point, Martins River, Clearland and Kingsburg.

- MODL cost per home pass - \$321.13
- All work is anticipated to be complete by the end of 2023



11

DNS Bell Phased Projects

Project Milestones

- Milestone 1A – Field detailing & collection of data
- Milestone 1B – Detailed Engineering Design (all cable is custom ordered)
- Milestone 2 – Permitting and make ready (NS Dept of Forest, pole replacement, anchors, etc.)
- Milestone 3 – Tree trimming and Fibre construction
- Milestone 4 – Commissioning of fibre network

Note: Water crossing causes the longest delay in time, followed by NS Power work.



12

District Internet Coverage

In 2016 it was estimated that 65% of the District had suitable Internet service.

The measure set for the definition of suitable internet was:

- Wired service of 50Mbps download or faster
- Wireless service of 25Mbps download or faster

The District had a goal of providing at least 95% of the District with suitable Internet service



13

District Overview

- Total possible connection points – 15,083
- Total connections identified by the province that do not have an identified solution – 268.
 - Of these, the following 82 are unserviceable:
 - Remote cottages – 55
 - Remote Islands – 26
 - Lighthouse – 1
- Remaining underserved addresses – 186
 - Of these, 39 can be serviced by TNC Wireless or Bell Wireless
- Total remaining underserved resident points – 147
- Percentage of District with suitable Internet after projects completed 99%. (4% above the Municipal goal of 95%)



14

Remaining Addresses

There are currently 147 District addresses that are considered underserved.

Why?

Most addresses are either situated on side roads off a currently serviced road, or on a currently serviced road but set back too far from the road to make a connection.



15

Remaining Addresses

Additional work done:

1. Staff reached out to Eastlink to cost out addresses (114) to see if connection was feasible – No interest by Eastlink
2. Staff reached out to Bell to cost out addresses (33) to see if connection was feasible – Avg. cost per home pass was calculated to be \$31,780.15. Only 21 of the 33 addresses could be costed. 21 addresses would cost \$667,383.15

Note: Develop NS has indicated to staff that they are exploring options for the remaining 147 MODL addresses



16

Options

Option #1 – Provide Bell funding equal to \$667,383.15 to cover 33 additional addresses.

Option #2 – Let Develop NS continue to explore any additional options for the remaining 147 MODL addresses.

Option #3 – Suggest that the remaining 147 MODL addresses seek service through a satellite provider either Xplornet or Starlink.



17

Recommendation

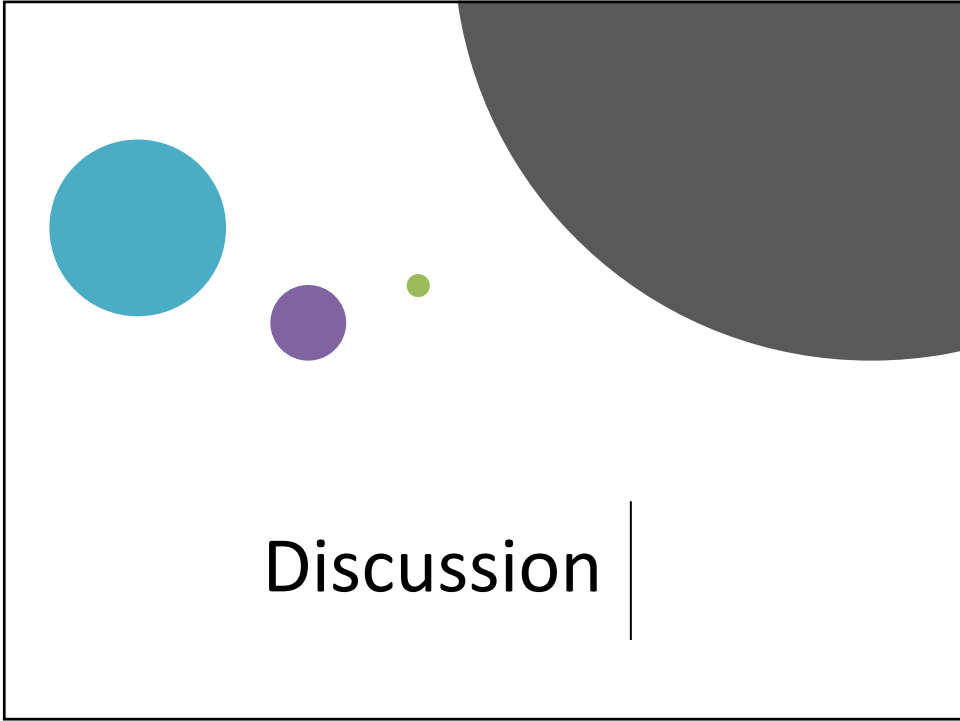
Staff is recommending that council adopt both options #2 and #3.

Option #2 – Let Develop NS continue to explore any additional options for the remaining 147 MODL addresses.

Option #3 – Suggest that the remaining 147 MODL addresses seek service through a satellite provider either Xplornet or Starlink.



18



19



Council

Item: #9.2.1

Date: February 22, 2022

Authorization: T. MacEwan

LUNENBURG COUNTY LIFESTYLE CENTRE
135 North Park St
Bridgewater NS B4V 9B3
Ph: (902) 530-4100 Fx: (902) 530-3733
www.lclc.ca

MEMORANDUM

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

cc:

FROM: Councillor Pam Hubley, Chair, Lunenburg County Multi-purpose Centre Corporation Board

DATE: January 28, 2022

RE: 2022/23 Capital & Operating Budgets

The Lunenburg County Multi-purpose Centre Corporation Board in sessions on Thursday, January 20th 2022 and Wednesday January 26th 2022, discussed the proposed LCLC Operating and Capital Budgets for 2022/23 and made the following recommendations to the respective Councils on the Capital Budget:

- 1. That the LCMPPC Capital Budget for 2022/23 be approved in the amount of \$272,472.12, with each Council's contribution being \$136,236.06.**
- 2. That the LCMPPC Operating Budget for 2021/22 be approved in the amount of \$1,054,916.00, with each Council's contribution being \$527,458.00.**

Respectfully submitted,

A handwritten signature in blue ink that reads "Pam Hubley".

Chairman and Members

Lunenburg County Multi-purpose Corporation Board

PH/sc



Municipality of the District of Lunenburg

Report to Council

Report To: Council
Submitted By: LaHave River Project Management Team
Date: February 22, 2022
Re: LaHave River Straight Pipe Replacement Program – Year 4 Update

Recommended Motion

Move that Municipal Council approve a one-year extension of RFP 2019-05-405 2020 On-Site Sewage Disposal System Installations for LaHave River Properties to Dennis Lively Construction and Backhoe Services Inc. in the amount of \$1,533,000.

Executive Summary

Council established a goal of eliminating all straight pipes from the lower LaHave River by 2023. Following the fourth year of septic installations under the LaHave River Straight Pipe Replacement Program (Program), a total of 292 systems have now been installed. The Program remains on track to be completed before the funding deadline and remains within the original funding application budget.

This report outlines the progress of the Program to date, outlines the goals for the final year of the Program, and recommends that council extend the current contract with Dennis Lively Construction and Backhoe Services Inc. for 2022 septic installations.

Background

Water quality in the LaHave River Estuary has been a longstanding issue in the Municipality. A 1993 survey identified over 800 straight pipes from along the estuary. In June of 2016, after extensive public engagement, council made application to the Federal and Provincial Government for funding to replace straight pipes in the Lower LaHave River. Also in 2016, a private donor committed \$1 million in funding towards the Program. After some extended

negotiations, a three-government funding agreement and an MOU with Nova Scotia Environment regarding enforcement were secured to allow the project to proceed, and the municipality launched the replacement program during the 2018 construction season. Council created the *LaHave River Wastewater Management District (WWMD)* Bylaw to establish the program and the relevant authorities. This report satisfies the annual requirement for reporting on the progress of the Program.

Program Status

Installations

The Municipality set a goal of 150 system installations in the first two years of the Program with a projected seventy-five systems to be installed in both 2018 and 2019. For years 3 (2020) and 4 (2021) of the Program, the installation target was set at 140 with a planned 70 to be installed in each year. As of December 2021, these targets were achieved:

- 292 systems have been awarded under the procurement program
- 292 systems have been installed
 - Year 1 – 77 installations
 - Year 2 – 73 installations
 - Year 3 – 74 installations
 - Year 4 – 68 installations

Total Number of Straight Pipes

The original 1993 study estimated there were 800 straight pipes in the WWMD. The Program was designed with an estimate of 600 straight pipes. Extensive efforts over the past four years have been required to identify what properties qualify for the Program. All property owners have now been contacted within the WWMD and the final Program targets have been determined. Table 1 below summarizes the information available for each property located within the WWMD boundary:

Owner Response	#	%
Qualify for Program	359	21%
Confirmed System	1378	79%
Total	1737	100%

Table 1: WWMD Property Status

Inspection Program

The Inspection Program was launched in early 2019 and concluded at the end of 2021. This Program has assisted in determining the number of installations required to replace all straight pipes. A total of 884 inspections were completed over a three-year period. Of the inspections completed, 20% of properties qualified for the Program and 80% had systems.

Expenditures

One of Council’s key priorities for this Program is to remain within the application budget. The Program has successfully remained underbudget for all four years.

Table 2 below illustrates actual costs in comparison to budgeted amounts. Total year 4 expenditures and forecasted budgeted figures were \$1,468,910 and \$1,553,264 respectively (based on 67 installs) providing a savings of just over \$84,000.

Item	Application Budget (Year 4)	Actual Costs (year 4)
Design (per system)	\$ 1,857.09	\$ 995.00
Installation (per system)	\$ 18,764.82	\$ 18,545.92
Property Restoration (per system)	\$ 772.67	\$ 344.51
Education and Awareness (annual)	\$ 21,648.64	\$ 21,648.64
Project Management (annual)	\$ 98,178.76	\$ 115,000.00

Table 2: Year 4 Budget Overview

Overall Status

Based on the number of installations, project costs compared to budget, and the number of substantive complaints received, we can continue to regard the Program as successful. 292 systems have been installed to date, keeping us within our goals for years 1 - 4 of the Program. The Inspection Program was successfully implemented for three seasons with 882 inspections completed, and we have kept expenditures within the application budget.

Discussion Topics

Participant Concerns

Property restoration continues to be the primary source of issues for residents participating in the Program. The addition of a landscape standard following the first installation season, making the move to secure a single quality installer for years 3 and selecting specific topsoil and seed products in year 4, have resulted in a significant reduction in complaints. Most of the criticisms received this season were from participants whose property required extensive alteration to accommodate their On-site Sewage Disposal System. As we move into the final year of construction, we will continue to work with our contractors to select the best products for restoration and ensure clear expectations are communicated regarding the end-product aesthetic.

Given the major changes we impart on each property under the Program, it is expected that end-product aesthetics will continue to be the number one concern of participating property owners for year 5.

Procurement

The 2020 installation contract issued under RFP 2019-05-405 was written such that it could be extended for up to two additional years if the Municipality was pleased with the contractor's performance. Following a successful 2020 installation season, council moved to extend the contract for the 2021 season. It is the recommendation of the Project Management Team that the contact with Dennis Lively Construction and Backhoe Services Inc. be extended again for the final year of the Program. On top of sourcing all materials and labourers locally, Lively's provides exceptional value, is consistent in performance, professional, and has many skilled operators and foreman who are dedicated to the work of the Program.

Year 5 – Expectations & Goals

The goals for year 5 are as follows:

- Install remaining 67 systems
- Remain within the application budget
- Close out Program

Summary

Over the course of the first four installation years, the LaHave River Straight Pipe Replacement Program has remained on schedule and under budget, installing 292 systems and completing 882 inspections. Entering the final construction season of the Program, we have confirmed a total of 67 installations remain. Given the 600-property estimate used for the funding application, the Program will remain well under the application budget.

The number one concern of property owners continues to be end-product aesthetics. The Project Team will continue to work towards improvements in this area where possible and ensure we are focused on positively managing homeowner expectations.

During our third year of construction, procurement for installations moved away from small tender bundles to an RFP whereby a single installer was selected. In 2021, Council moved to extend the 2020 contract for a one-year period. The Project Management Team recommends that Council exercise this option once again under the existing RFP and extend the contract with Dennis Lively Construction and Backhoe Services Inc. for an additional and final one-year period.

Council
Item: #10.2.1
Date: February 22, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report to Council

Report To: Mayor and Municipal Council Members
Submitted By: April Whynot-Lohnes, Municipal Clerk
Jeff Merrill, Director of Planning & Development Services
Date: February 22, 2022
Re: Proposed Terms of Reference – 2022, Boundary Review Committee

Section 369 of the Municipal Government Act (MGA) requires each council in 2014 (and every eighth year thereafter) to conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors. Once the study is complete the Municipality has until the end of 2022 to submit their application to either confirm or alter the number of Councillors and council district boundaries.

The NSURB provides guidance to municipalities with respects to applications for approval of council size and council district boundaries through their:

- Boundary Review / Size of Council User Guide; and,
- Decision, 2004 NSUARB 11 (regarding Halifax Regional Municipality’s, Municipal Polling District Boundary Review.)

In the NSURB decision, noted above, the NSUARB states that the desired number of councillors must be determined first prior to any consideration of setting council district boundaries. Consultation with the Public and Senior Staff should occur prior to Council setting the desired number of councillors (2004 NSUARB 11, para. 106-111.)

Once the desired number of councillors has been determined then the council district boundaries can be determined. In determining the council district boundaries, the **Municipal Government Act** (s. 368.4) requires that Council have regard for the following factors: relative voter parity; community of interest; number of electors; geographic size; and population density.

The 2004 NSUARB Decision 11 offers guidance to municipalities as to apply each factor, which is as follows:

- **Voter Parity**- The Board determined that the acceptable variance for voter parity is + or – 10 percent. A negative variance should occur in growth areas, and a positive variance is suitable for slower growth areas. The Board will accept a variance greater than 10 percent, subject to detailed justification.
- **Community of Interest**- The Board advises that the following should be considered in determining community of interest (2004-NSUARB-11; para. 113): history; recreational issues; area and general tax rates; services available such as sewer and water; fire department boundaries; road infrastructure and traffic patterns; planning boundaries; cultural characteristics; school districts and economic centres.
- **Voter Numbers** - The Board recommends using enumeration data, where available or census data.

The NSURB, in the attachment, indicates that public consultation is required in three instances:

- In determining Size of Council
- Prior to setting tentative District Boundaries; and
- Upon determining tentative District Boundaries.

Process

To carry out this work the CAO has assembled an in-house staff team to conduct the 2022 boundary review, following the guidance provided by the NSUARB. In previous boundary reviews, Council created an ad hoc boundary review committee of Council. The staff team would report to the Boundary Review Committee and the Committee would make recommendations to Council.

Budget implications

A budget will be prepared for the project. Initial estimated costs, not including staff time, is \$11,000 (advertising/ mailing and meeting room rentals)

Attached are the proposed terms of reference for the Boundary Review Committee for Council's consideration prior to the nominating committee recommending members. If Council approves of the proposed terms of reference, then the following motion would be necessary.

“That Municipal Council approves the Boundary Review Committee terms of reference, as presented, and further directs the Nomination Committee to make a recommendation to council on the membership.

USER GUIDE

Statutory requirements for applications

Every eight years since 2006, the council of every municipality and town in the province must study the number and boundaries of its polling districts, their fairness and reasonableness and the number of councillors. After it completes the study, and before the end of the year, the council must apply to the Board to confirm or to change the number and boundaries of polling districts and the number of councillors. For towns that elect councillors at large, an application must be filed with the Board to confirm or change the number of councillors.¹

The Board must consider several factors to decide the number and boundaries of polling districts, including the number of electors, relative parity of voting power, population density, community of interest and geographic size.² To determine the number of councillors for a town, the Board must consider the population and geographic size of the town.³ The position of mayor is not included in the number of councillors and does not fall within the scope of the Board's review.⁴

Recommended two-step process for study

In past decisions, the Board provided specific guidance to municipalities and towns about municipal boundary applications.

Council may decide to hire a consultant or third party to do the required study, but it does not have to. Many councils direct senior municipal staff to conduct the study, in some cases aided by committees which include members from the public.

The Board recommends a two-step process. At the first stage, council should decide the desired number of councillors (i.e., the size of council). Questions about the distribution of polling districts should be addressed in a second stage.

Deciding the size of council involves considering the desired style of the council, the governance structure of the council, and a determination of an effective and efficient number of councillors. The style of government should not be decided until adequate public consultation has occurred. The size of council and its governance structure is a matter which can then be decided by council in an informed debate.

Once the number of councillors and polling districts is decided, the task becomes one of distributing the polling districts, balancing the number of electors, relative parity of voting power, population density, community of interest and geographic size.⁵ As with the number of polling districts, public consultation is essential to a successful boundary setting process.

¹ *Municipal Government Act*, S.N.S. 1998, c. 18, s. 369. Part XVI of the *Municipal Government Act* applies to the Halifax Regional Municipality (*Halifax Regional Municipal Charter*, S.N.S. 2008, c. 39, s. 364).

² *Municipal Government Act*, s. 368(4).

³ *Municipal Government Act*, s. 368(5).

⁴ The definition of "councillor" means a council member other than the mayor (*Municipal Government Act*, s. 3(p)).

⁵ *Municipal Government Act*, s. 368(4).

Ideally, the public consultation process should mirror the two-step process outlined above, but the Board recognizes that for smaller municipalities or towns (or in instances where the first round of consultation has shown a preference to substantively maintain the status quo, including its boundaries), a second round of public consultation may not be practical or necessary.

Public consultation

Public consultation is an inherent part of the required study. The type and amount of consultation is within council's discretion, but it should give members of the public an opportunity to express their views on the size of their council, upon the location of boundaries for town wards or municipal polling districts, or whether a town should be divided into wards, should that be applicable. Giving the public an opportunity to provide its valuable input is a key part of the decision-making process leading to an application by a municipality or town.

Relative parity of voting power

The target variance for relative parity of voting power should be $\pm 10\%$ from the average number of electors per polling district or ward. The municipality or town must justify any variance exceeding this target in its application to the Board. The larger the proposed variance, the greater the burden on the municipal unit to justify the higher variance from the average number of electors. Factors that may support higher variances include the need to accommodate population density, community of interest or geographic size.

Polling district boundary descriptions

The municipal unit must supply descriptions of the existing and proposed municipal polling districts (or the wards in the case of towns). In most cases, the descriptions are in written form, which is acceptable to the Board. However, in recent years, municipalities and towns have asked to provide the descriptions of their polling districts or wards using digital GIS technology.

The Board will accept digital mapping descriptions instead of text descriptions, but in addition to filing a large hard copy map showing all polling districts, the Board also requires individual digital mapping for each polling district or ward. The individual mapping is to be filed by way of hard copy (8.5 x 11-inch format) and electronically (JPEG). The Board is mindful that due to differences in the size of the respective polling districts, the relative scale on each of the maps may differ.

Regardless of the format adopted by a municipality or town, the description must be able to address any inquiry made by electors or municipal election staff during a municipal election. The scale of any digital mapping descriptions must be able to respond to any inquiry.

Hearing - general procedure

When an application is received, the Clerk of the Board will contact the municipality or town to schedule a public hearing. Once the hearing date is confirmed, a notice of hearing will be prepared by the Clerk of the Board and published twice in a local newspaper. The notice will invite members of the public to apply to participate in the hearing as a formal intervenor or to comment on the application by way of providing a letter of comment or registering to speak in person at the hearing. The Board will bill the municipality or town for the cost of these advertisements. The Board will also direct the municipality or town to post the notice of hearing on their social media accounts.

When no change to the number of polling districts and councillors is requested, and no member of the public has contacted the Board to oppose the application or to request to speak at the hearing, the Board may hold the public hearing by telephone or video conference. When the application requests a change to the number of polling districts and councillors, or if there is a material change proposed to the boundaries of the polling districts, the Board will likely conduct the public hearing in person. However, the Board reserves the right to decide the format of the hearing in each case.

The Board normally holds in-person public hearings in the municipality or town where the application arises. Outside HRM, Board hearings are usually held in municipal council chambers or other rooms within the municipal building.

Municipalities or towns do not have to be represented by legal counsel but may do so. Most do not, and their applications are presented by one or more of the following: Mayor, Warden, Chief Administrative Officer, Clerk, Chair of the local boundary review committee, etc.

At the public hearing itself, the Board member or panel chair opens the hearing by briefly describing the application and then asking the parties to identify themselves. The Board's hearings are all recorded electronically by a Board hearing clerk who is also responsible for handling the exhibits filed and discussed during the hearing.

During the public hearing, the town or municipality presents evidence through the examination of its witnesses. Each witness is first sworn in or affirmed (whichever their preference) to testify. In the case of municipal boundary hearings, the evidence is typically in the form of a presentation by a municipal official, including a discussion of the study or consultation undertaken by the municipal unit, any report prepared by the applicant, and details contained in the application. After the municipal unit has presented its application, the Board will usually ask questions related to the application. The Board may ask for more information or data to be filed as an undertaking after the hearing.

After the application is presented, the Board will open the hearing to any groups who have formally intervened in the matter and any members of the public who may have comments, either in support or opposed to the application. The Board or the municipal unit representative may ask questions to the intervenors or members of the public who have given comments. At the end of such comments, the town or municipality will be given an opportunity to respond to any concerns or issues raised by the public and to make any final submissions summarizing the key points of their application.

Most municipal boundary review hearings take one or two hours.

Board Decision

The Board normally issues a written decision within 60 days of the hearing. The Board will also issue an Order giving effect to the approved number of councillors and polling districts, and to the boundaries of the polling districts. Where text descriptions are used for the polling districts or wards, the Board may require the municipal unit to submit an electronic WORD or PDF version of the descriptions.

Municipality of the District of Lunenburg

Terms of Reference

Committee: Boundary Review	No. 029
Approval Date February 22, 2022	Amended Date

Title

- 1 The Committee will be known as the **Boundary Review Committee**.

Mandate

- 2 Section 369 of the Municipal Government Act (MGA) requires each council in 2014 (and every eighth year thereafter) to conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors.

Purpose

- 3 The Boundary Review Committee will make recommendations to Council.

Definition

- 4 In these terms of reference,
 - (1) **Committee** means the Committee of the Municipality;
 - (2) **Council** means the Council of the Municipality of the District of Lunenburg;
 - (3) **NSURB** means the Nova Scotia Utility and Review Board.

Membership

- 5 The Boundary Review Committee will consist of three (3) members of Council, and the mayor.

Terms of Membership

- 6
 - (1) Will be for the duration of the review process, and
 - (2) Until such time the NSURB has approved the municipality's application.

Appointment

- 7 The members will be appointed as per subsection 2.3 of Policy 002 which states the Nominating Committee appoints members of the Committee.

Election Officer

- 8** The Committee members must, at their first meeting after being appointed by Council, elect a chair and vice chair.
- (1)** The chair shall preside at all Committee meetings, and
 - (2)** The vice chair must act in the absence, inability, or vacancy of the chair.

Responsibilities

- 9** The responsibilities of the Committee are as follows:
- (1)** make recommendations on a process for the boundary review,
 - (2)** make recommendations on the size of council,
 - (3)** make recommendations on district division boundaries,
 - (4)** recommend a communication strategy
 - (5)** review the draft application for the NSURB prior to its submission to Council.

Meeting procedure

- 10** Meetings of the Committee must have flexibility and staff will work to accommodate committee members schedules so not to impact their regular schedules.
- (1)** All meetings must be governed in accordance with Policy 001, Council Proceedings policy.
 - (2)** The Committee will meet on the call of the chair, and on an as needed basis, or as directed by Council.
 - (3)** A quorum for the Committee is a majority of the number of members.

Staff Support

- 11** The Director of Planning and Development Services or their delegate will sit as the staff resource on the committee and may assign staff members to
- (1)** circulate an agenda and minutes of the Committee meetings,
 - (2)** conduct research related to an item on the agenda,
 - (3)** present on behalf of, and as requested by, the Committee.

Municipal Clerk

Date



Municipality of the District of Lunenburg

Request for Decision

Report to: Council
Submitted by: Graham Hopkins
Date: February 22, 2022
Re: Alternative Procurement Practices – Electric Vehicle(s)

Recommended Motions

- Council authorize staff to use section 19 of the Purchasing and Tendering Policy - Alternative Procurement Practice and secure quotes from vendors
- Council authorize the CAO under section 10 – Procurement Value of more than \$25,000, to make the procurement decision in the purchase of an electric or hybrid vehicle(s) for the Planning & Development Services, up to \$80,000 + HST
- Council direct staff to seek quotes for a new or used electric, plug-in hybrid, or a hybrid SUV.
- Council grant pre-approval for the purchase of a second electric or hybrid vehicle up to \$80,000.

Discussion

The Planning & Development Services is in the process of procuring vehicle(s) for the fleet. The vehicle will be bought using the money from the approved 2021/22 capital budget item for the Engineering Department's \$80,000 proposed truck, which they pushed out for a few years. With the shortage of vehicles in the marketplace and long delivery dates when ordering new vehicles, it has become very difficult for staff to purchase a vehicle. Staff would typically purchase vehicles through provincial standing offers however dealers have not been providing pricing for these requests. The time it takes to purchase through the Purchasing and Tendering Policy, available vehicles would likely be sold prior the completion of the process. Planning &

Development Services is currently down one vehicle due to a recent hire. We have been sharing a vehicle with Recreation however the results of a safety inspection report of the 2011 Escape requires \$11,000 worth of work to be done to make the vehicle safe. We therefore require a replacement vehicle to continue to provide inspections in a timely manner.

Staff would like to expedite the process to buy a new or used electric or hybrid vehicle by submitting a specification sheet to dealers who currently have electric type vehicles on their lot. Preference will be given to new or used (2020 or newer) fully electric, plug-in electric hybrid, and hybrid all-wheel drive SUV type vehicle. Where the vehicle will be used for the building inspections the vehicle will require all wheel drive and suitable ground clearance.

In year 1 of Council's 5-year capital plan, Planning & Development Services has planned the replacement of two fleet vehicles. A 2011 Ford Escape and a 2016 Ford Escape. As the 2011 Ford Escape will not pass safety inspection without significant work, Planning & Development Services needs a vehicle ASAP to conduct inspections. Staff would like the option to purchase the second vehicle with pre-budget approval from the 2022-2023 capital budget as it would save staff time from doing an alternative procurement process twice in a short period of time.

Budget implications

\$80,000 from 2021-2022 capital budget (Engineering will not be purchasing an EV truck this fiscal)

\$80,000 pre-budget approval from the 2022-2023 capital budget (Replacements had been planned for in the 5-year capital plan for 2022-2023).

Alternatives

A vehicle could be rented or leased until next fiscal year when Council approves their budget and more vehicles become available to purchase

Conclusion

P&D Services is looking to purchase two vehicles using the alternative procurement practice

Department: **Planning & Building Department**

Report Prepared By: **Graham Hopkins**

Date: **February 17, 2022**

Report Approved By:

Date:

Reviewed By CAO:

Date:

Council
Item: #10.3.1
Date: February 22, 2022
Authorization: T. MacEwan



Memorandum

To: Mayor & Municipal Council Members

From: April Whynot-Lohnes, Municipal Clerk

Date: February 15, 2022

Re: Federal Ghost Gear Fund

At the February 15, 2022, Policy and Strategy Committee meeting, Council received a presentation from Michael Ernst and Titan Maritime regarding the Federal Ghost Gear Fund. This funding is scheduled to end March 31, 2022.

Mr. Ernst and Mr. Munroe provided an overview of the fund, the work that Titan Maritime completed under the grant and the impact ghost gear has on our oceans. They are meeting with all Councils to ask for support for the continuance of the program in the form of a letter to the Minister responsible for the program.

If Council wishes to support their request, then the following motion would be considered.

“Council write a letter to the Hon. Joyce Murray, Minister for Federal Fisheries, Oceans and the Canadian Coast Guard with a copy to the local Member of Parliament, supporting the continuance of the federal ghost gear fund.”

To Mayor Bolivar Getson and Council, Municipality of Lunenburg

The aim of our presentation at your Council meeting is to discuss the Federal Ghost Gear Fund, formally known as the **Sustainable Fisheries Solutions and Retrieval Support Contribution Programme. (SFSRSCP)**

Since the Fund's inception in 2019, \$16.7 million in funding has been distributed to support 49 projects on Atlantic/Pacific Coasts, and Internationally.

In September 2021 our Mahone Bay company, Titan Maritime, was granted monies by the Federal government to remove abandoned Ghost Gear. Our trained crew acted on this opportunity at short notice, as they had already identified potential sites.

Under SFSRSCP guidelines, removal of Ghost Gear finished on November 30, 2021 and all funding terminates on March 31, 2022.

Our presentation has two objectives. First is to explain the techniques for locating and removing Ghost Gear, and discuss its negative impact on the marine environment.

The second objective has two parts.

Initially we request that Council write a letter to the Hon. Joyce Murray, Federal Fisheries Minister, supporting the continuance of this initial two year fund.

Ideally though, a longer term would allow:

- an opportunity to locate and collect a significant amount of the Ghost Gear
- the proper training of staff
- a return on equipment investment for Ghost Gear collection
- the founding of strong research and education programmes
- the establishing of a recycling program

Secondly, we ask Council to encourage Lunenburg residents to pick up and recycle litter that they find when visiting coastal areas. Removal of shore line litter can contribute significantly to protecting marine life, and keeping our oceans clean.

Abandoned, Lost, and Discarded Fishing Gear not only affects the health of our tidal waters, but can also have an impact on the livelihood of many residents who rely on the fishing industry in our coastal communities.

It is common knowledge that Municipal Government is the level most responsive to its residents. Thank you for the opportunity to make this presentation.

Titan Maritime

For more information please visit-

Govt. of Canada 'Ghost Gear Fund' site explains the Ghost Gear Fund in detail and identifies projects funded in Canada and abroad.

<https://www.dfo-mpo.gc.ca/fisheries-peches/management-gestion/ghostgear-equipementfantome/program-programme/projects-projets-eng.html>

Ghost Gear Recycling programme, Ocean Legacy Foundation
Canada's First 'Marine Debris Solutions Centre™'!

<https://oceanlegacy.ca/marine-debris-solutions-centre/>

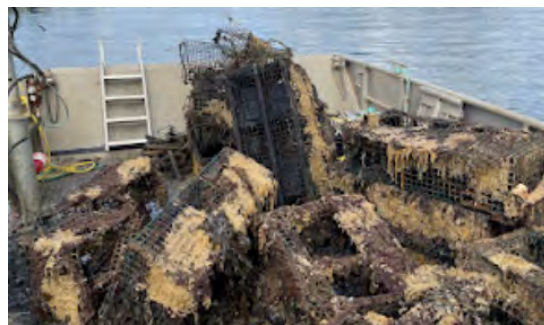
www.facebook.com/TitanMaritime/ for more photos and videos of Ghost Gear work carried out by Titan Maritime.

Ghost Gear Removal carried out by Titan Maritime

Abandoned aquaculture site gear
retrieved at North West Cove,
St.Margarets Bay, 55,000lb of nets and
traps recovered



200 lobster traps recovered in the
Tusket Islands area.



Approximately 15,000 lbs of
Polypropylene lines and nets removed
from derelict trawlers in Bridgewater and
recycled.





Services Include ...

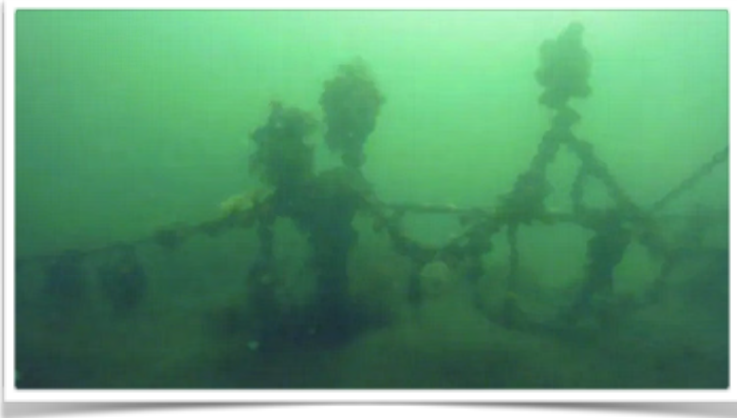
- Ocean Research Charters
- Consultation Services on Marine Research, Ocean Technology, Operations, Project Management
- Environmental Clean Up, Impact Assessments and Remediation
- Hydrographic/Bathymetric Surveying/Side Scan Sonar operations
- Commercial Diving and Underwater operations
- Salvage and Recovery including Grappling
- Support to Govt. Agencies
- Engine Maintenance
- ROV Surveys and Recovery
- Aquaculture Support Services
- Delivery to Island and Remote Locations



Our team includes Master Mariners (over 100 years of sea time)
Certified Divers, Surveyors, ROV Operators and Hydrographer.

**Since September 2021 the location
and retrieval of Ghost Gear**

What is Ghost Gear ?



**ALDFG -
Abandoned, Lost or otherwise
Discarded Fishing Gear**

Government of Canada

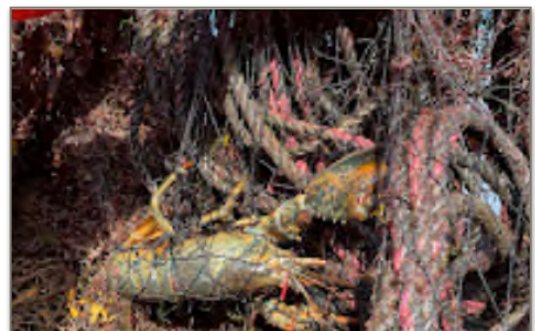
Ghost Gear Recovery Fund

(formal name Sustainable Fisheries Solutions and Retrieval Support Contribution Programme)

- **Since its inception in 2019, the \$16.7 million fund was allocated to 49 projects on Atlantic, Pacific coasts and Internationally**

4 Components

- Ghost gear retrieval**
- Responsible disposal**
- Technology Development**
- International Leadership**



Ghost Gear keeps on fishing indefinitely, causing entanglement of marine species that can lead to injury and death.

We ask that Council consider...

- writing a letter to the Federal Government encouraging continuance of the Ghost Gear Fund

Long Term...

- ask residents to assist in the clean up of local shoreline areas, and when possible recycle the items collected
- encourage the responsible disposal of Ghost Gear through coordination at all levels of government, industry and other parties

Thank you for your time and consideration of these requests.

Presented by



Council
Item: #10.3.2
Date: February 22, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor Carolyn Bolivar-Getson and Municipal Council
Submitted by: Chris Kennedy
Date: February 22, 2022
Re: Establishment of a Post-Merger Grant Fire Department Grant

Recommendation

“That Municipal Council establish an annual post-merger grant fund to support amalgamating departments and that Council award \$11,676.66 from the 2021/22 budget to Tri-District Fire & Rescue.

Executive summary

Tri-District Fire and Rescue successfully merged three fire departments on April 01, 2012, being the first merger of this type within the Municipality of the District of Lunenburg (MODL). Fire & Emergency services within MODL have been receiving annual grants for the following items to assist with operating costs.

- An insurance grant to help offset the ever-rising premiums for liability, commercial and vehicle insurance.
- A new personnel insurance and grant have been in place since 2020 offering equal and higher coverages for all fire and emergency services within MODL. (With an off duty optional coverage available.)
- A training grant has also been in place and goes to the Lunenburg Regional Fire & Emergency Services (LRFES) for larger scale mutual aid group training.

The two grants with the greatest impact on grant revenue for merged departments are:

- Matching grant, originally designed to encourage fund raising activities.

- The municipal grant, which provides for financial capacity and is weighted to provide more assistance to departments with smaller tax bases.

Discussion

The municipal grant was changed in June 2011, to a reversed assessment, whereby the larger portion of the grant would go to those departments with the least assessment base. The now combined assessments for Tri-District Fire Rescue changed their ranking status in the calculation thus reducing the grant funding available.

There were two extensions issued by Council for these grants equaling seven years to assist the newly formed fire department for operations and financial stability. Council wanted to show support for these types of initiatives by continuing the individual annual grants.

In June 2020 three individual grants ended, and Tri-District Fire Rescue saw a large decline in operational revenue in the 2020 fiscal year. Between the matching and municipal grants, the department lost just over \$11,500 in revenue.

With more discussions taking place between departments regarding possible mergers, there is merit in considering a change in funding models so that municipal grants do not inadvertently provide a disincentive to the voluntary amalgamation of forward-looking departments.

Merger talks between the Wileville FD and Tri-District Fire Rescue have been ongoing for several years and plans to finalize this process by early 2022 are in place. It is worth noting that the Wileville FD also received the pre-Covid matching and a municipal grant that see a combined loss of over \$4,300.

Post-merger Grant details

The grant value would be calculated by finding the difference between the value of the matching and municipal grants for the individual departments and the merged department, in the year the merger takes place. This value would annually be provided to the department in subsequent years. It is recommended that the grant remain in place until there is a global review of all fire department grants.

Budget implications

Funding has been allocated for post-merger grant by Municipal Council for 2021 fiscal year and should be included in the annual budget process until such a time as grants to fire departments are reviewed.

