

Municipal Council Meeting Agenda

Tuesday, July 12, 2022 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

Via Video/Audio Conferencing

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Approval of Agenda** (as circulated)
- 5. Approval of Minutes - Nil**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs**
- 8. Presentations/Scheduled Times**
 - 8.1 Feasibility Study, Marilee Sulewski, Colliers Project Leaders 9:15 a.m. 1-22
 - 8.2 Sherbrooke Lake Stewardship Committee Update
Blake McNeely, Coastal Action, and Garth Bangay, Chair 10:15 a.m. 23-36
- 9. Consideration of Correspondence - Nil**
- 10. Recommendations from Committees & Boards**
 - 10.1 Finance Committee 37
 - 10.1.1 2021-22 Proposed Capital Funding and CCBF Investment 38-42
 - 10.1.2 Overestimate of J-Class Street Paving 43-44
- 11. Staff Reports**
 - 11.1 Planning Department**
 - 11.1.1 AIM Network, Climate Emergency Summits 45-57
 - 11.2 Recreation Department**
 - 11.2.1 Surplus Vehicle – 2007 Mazda B4000 58
 - 11.2.2 Annual Operating Grant Late Application – Lunenburg Swimming Pool 59-61
- 12. Mayor's/Deputy Mayor's/Councillors' Matters**
 - 12.1 Deputy Mayor's Update
 - 12.2 Mayor's Update
- 13. Added Items**
- 14. In Camera - Nil**
- 15. Adjournment**



Municipality of the District of
Lunenburg (MODL)

Community Hub Feasibility Study

Date: June 14, 2022

Prepared by: Colliers Project Leaders



Agenda

- 1 Feasibility Study Objectives | Slide 3
- 2 Stakeholder Consultation & Feedback | Slide 4
- 3 Market Analysis | Slide 7
- 4 Concept Design / Program Spaces | Slide 11
- 5 Capital Investment | Slide 15
- 6 Operational Budget & Projected Income | Slide 17
- 7 Review | Slide 19



Feasibility Study Objectives

The Study Aims to..

Explore the feasibility of a Community Hub in the Osprey Village development

Identify Community Hub programming and spatial needs

Assess the needs that a Community Hub could address

Identify potential partnerships

Ensure the Community Hub integrates the following:

- Community engagement
- Best practice research
- Financial modelling
- Strategic analysis of the District of Lunenburg context

Explore the financial implications, including capital and operating cost estimates

Section 1

Stakeholder Consultation and Feedback

Feasibility Study Stakeholder Responses

147

**Public
Survey
Responses**

6

Interviews

11

**Virtual
Billboard**

250

**World Café
Comments**



Feasibility Study Stakeholder Feedback

Organizational Needs

Indoor Assembly Spaces

- Rentable meeting rooms, halls, etc.
- Flexible and adaptable spaces

Spaces

- Moveable, flexible furniture options
- Dedicated washrooms
- Separate entrance and access to outdoor space
- Food preparation
- Community amenities, program etc.
- Dynamic and engaging



Community Hub Benefits

Community

- Collaboration
- Access to cost-effective spaces
- Visibility
- Community node
- Attract residents and tourism

Farmers Market

- Cornerstone within community
- Tourist attractions
- Food security
- Support local food economy

Francophone School

- Collaboration and food programs
- Assembly spaces
- Increased enrollment with new families attracted to area



Other Comments

Transportation Engagement

- Reduce parking needs
- Include other forms of active transportation

Stakeholder Engagement

- Inclusion of minority communities
- Recognition of community members
- Promote diversity

Location

- Accessible location
- Community integration
- Location in accepting community

Facility

- Amenities – kitchen, storage, etc.
- Allow access to building during peak hours (3,000 people)

Section 2

Market Analysis

Feasibility Study Lunenburg County Market Characteristics

Existing Amenities

Community Centres

- Lunenburg Community
- Centre Communautaire de la Rive-Sud
- Flourish Centre 55
- Lunenburg County Lifestyle Centre
- Lunenburg County YMCA

Farmers Markets

- Lunenburg Farmer's Market – hosts 31 vendors and operates year round
- New Germany Farmers' Market – hosts 15 vendors and operates June to October
- Bridgewater Farmers' Market – hosts 15 vendors and operates May to October

Art, Culture and Theatre Facilities

- 135 facilities in NS
- 20 are in MODL
- 19 galleries and art studios in Lunenburg and one gallery in Mahone Bay

Regional Needs

Assembly / Shared Space

- Shared use and organizational collaborations
- Flexible, multi-use spaces and amenities
- Daytime and evening activities, classes and events
- Commercial use kitchen or traditional kitchen for events, vendor food processing etc.

Green space / Outdoor Space

- Farmers' market, produce gardens, community gardens
- Hosts foraging space, hiking trails, and parks/playgrounds
- Gathering space for community events and year-round activities

Accessibility

- English-as-a-second language (ESL)
- Spaces for inclusive community and cultural events
- Serves the elderly and people with disabilities

Technology / Services

- Technology that supports hybrid meetings in shared spaces
- Access to printers, scanners, computers, and free Wi-Fi
- Central heating and lighting

Feasibility Space Rental Pricing

Facility Space	Size	Rental Price
Farmers Market	10'x10' each	
Indoor stalls (40 stalls)	10'x10' each	\$30 / stall per session
Outdoor stalls (25 stalls)		\$20 / stall per session
Commercial Kitchen	1,250 sq.ft.	
Peak Hours (7am to 6pm)	1,250 sq.ft.	\$100 (5 hrs.) - \$150 (10 hrs.)
Off Peak Hours (7pm to 6am)		\$75 (5 hrs.) - \$100 (10 hrs.)
Dry Storage		\$20 per shelf / week
Freezer Storage	1,000 sq.ft.	\$5 per shelf / week
Retail Space		\$20 - \$35 / sq.ft. per year + utilities
Room Rentals	1,200 sq.ft.	
Community Room	350 sq.ft.	\$25 / hr.
Meeting Room	1,250 sq.ft.	\$15 / hr. or \$50 / day
Commercial Kitchen*	10'x10' each	\$20 - \$35 / sq.ft. per year + utilities

Colliers has noted a range and used the lower pricing for the financial analysis

Feasibility Study Strategic Advantages

A community hub in the Municipality of the District of Lunenburg provides an opportunity to develop a facility which:

- Addresses the specific community needs
- Enables new and existing community organizations to collaborate and grow
- Attracts new residents
- Attracts visitors and tourists



Long term benefits

- Resilient community
- Supportive community

Section 3

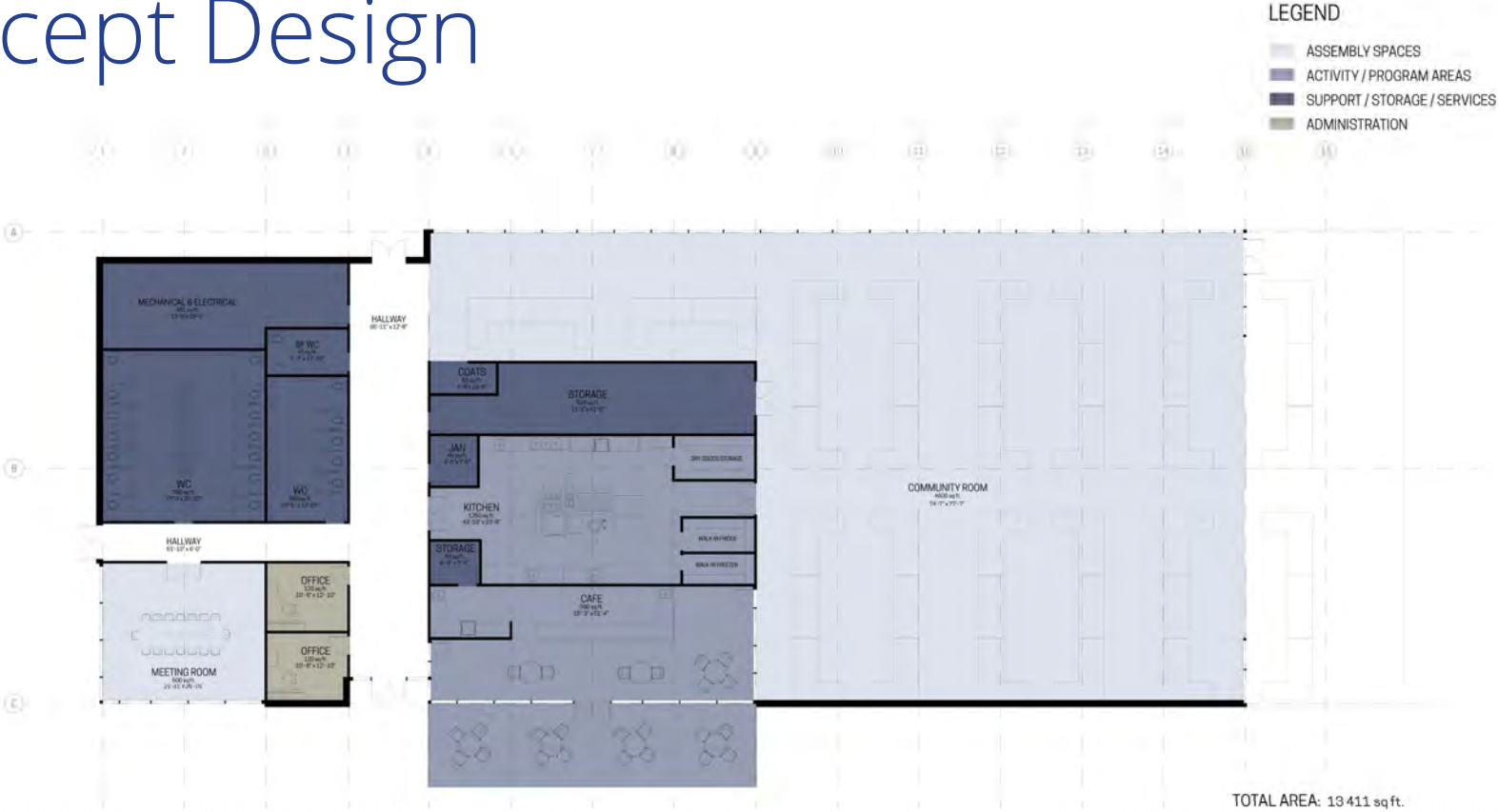
Concept Design

Feasibility Study Building Design

Room Name	Quantity	Room Area (sq. ft.)	Total Area (sq. ft.)
Community Room	1	4,600	4,600
Meeting Room / Multi-Purpose Room	1	500	500
Commercial Community Kitchen	1	1,250	1,250
Café, reception, lobby	1	960	960
Café storage	1	53	53
Coat storage	1	50	50
Offices	2	120	240
Storage	1	523	523
Custodial / janitor room	1	45	45
Washrooms	varies	1,232	1,232
Mechanical	1	481	481
Circulation	varies	1,154	1,154
Sub Total			11,088
Gross Up Factor (+/- 21%)			2,323
Estimated Total			13,411

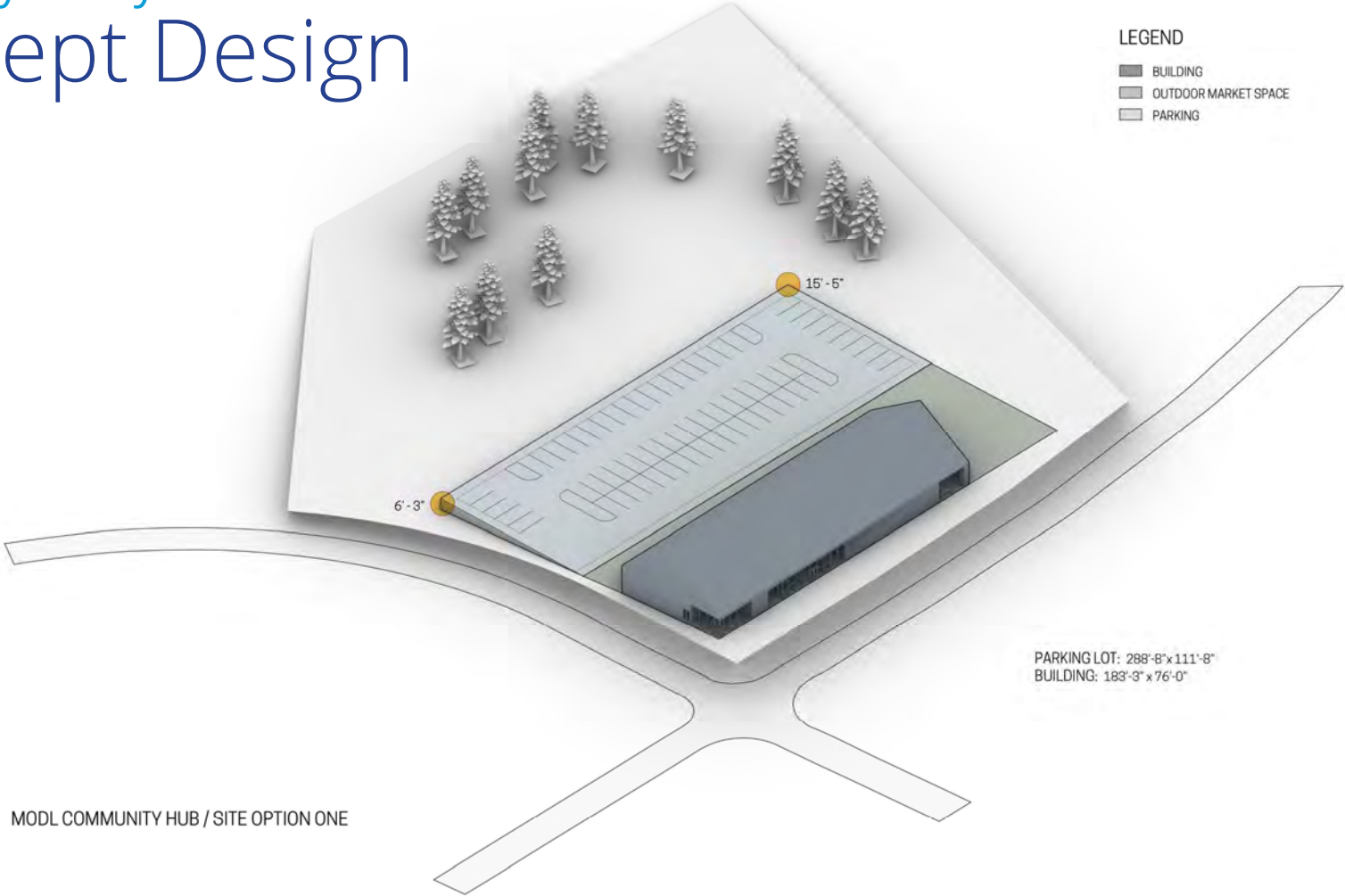


Feasibility Study Concept Design



MODL COMMUNITY HUB / FLOOR PLAN

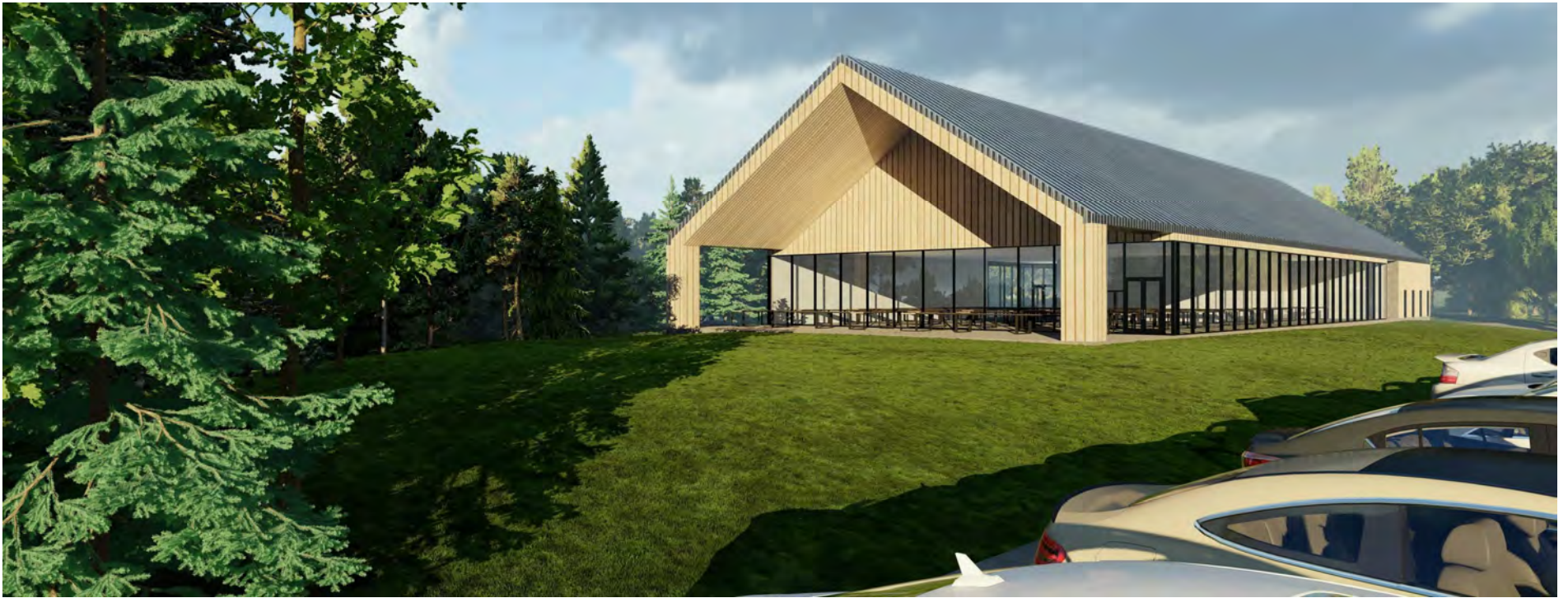
Feasibility Study Concept Design



Front Exterior View



Back Exterior View



Section 1

Capital Investment

Feasibility Study

Capital Investment

The estimated cost to construct the Community Hub building is approximately



\$9M

Description	Estimated Budget	Comments
Consultant Fees (Allowance)	\$680,000	Project Management, Prime Design Consultant team
Construction	\$6,861,300	Includes 10% Design contingency
Site Preparation (Allowance)	\$750,000	Additional fill, grading etc. due to site conditions
Soft Costs (Allowance)	\$15,000	Permits, Testing etc.
Furniture, Fixtures & Equipment (Allowance)	\$50,000	Kitchen equipment incl. in construction value
Project Contingency	\$686,130	10% of Construction
Estimated Total (excl. HST)	\$9,042,430	

Section 1

Operational Budget and Projected Income

Feasibility Study Revenue Opportunities

Facility	Estimated Income
Farmers Market (Indoor/Outdoor stalls)	\$62,688
Commercial Community Kitchen	\$33,433
Retail Space	\$23,881
Room Rentals (Community Room & Meeting Room)	\$67,703
Estimated Total	\$187,705
Total Operating Cost	\$143,685
Difference	\$44,020

* Values based on Year 5 of Building Operation



Based on the proposed building program, Colliers reviewed the expected rental rates and opportunities and estimated the potential revenue based on comparable utilization rates

Feasibility Study In Review

\$9M

Capital
Cost

\$143,685

2028 Operating
Cost

\$187,705

5-Yr Forecast
Revenue

13,411

Sq. Ft.

5 Years

Operational Cost
Neutral



Thank you



Sherbrooke Lake

2021 Overview

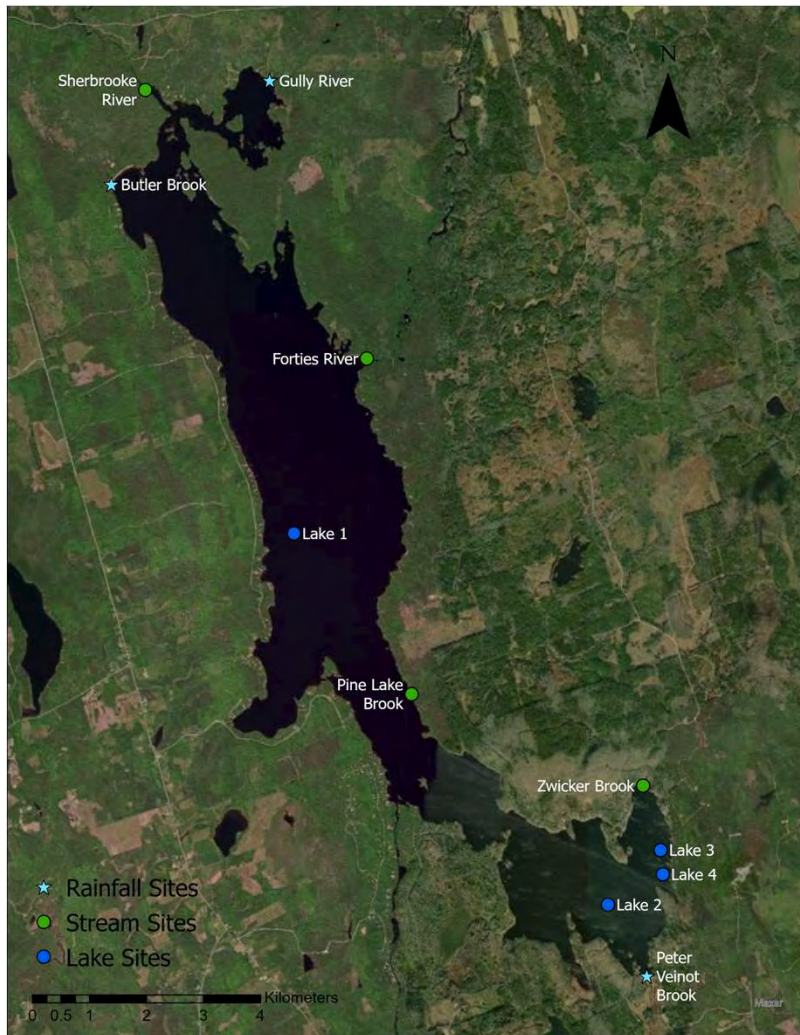
Council
Item: #8.2
Date: July 12, 2022
Authorization: T. MacEwan

-The Trophic State index of the Lake has remained consistent over the last three years. 2021 mesotrophic.

-Levels of Phosphorous & Nitrogen below threshold in lake & stream sites.

-Chlorophyll-a & Phycocyanin levels both below threshold at all sites during time of sampling.

-Heavy metals in sediment improving since 2019.

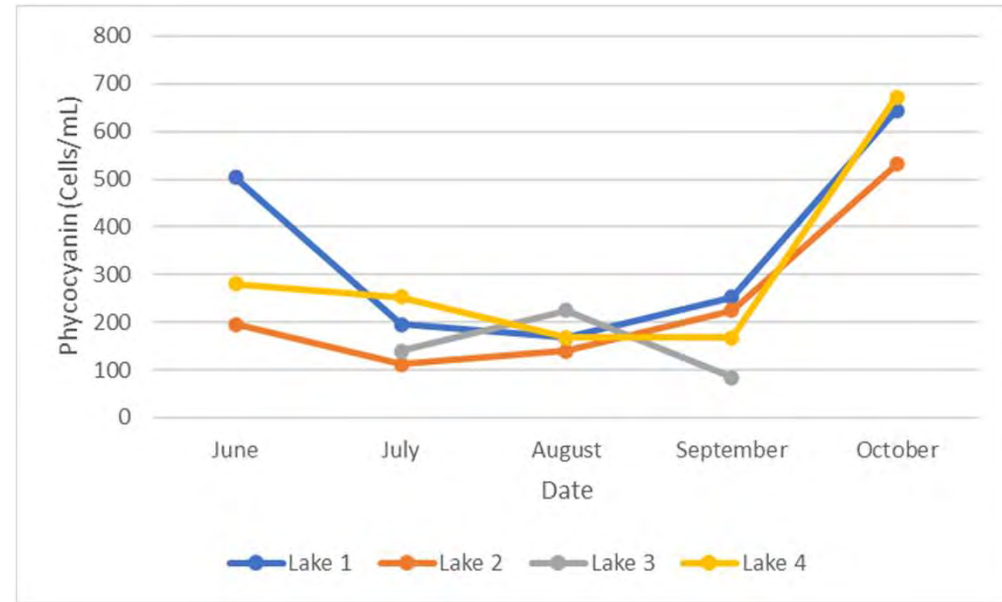
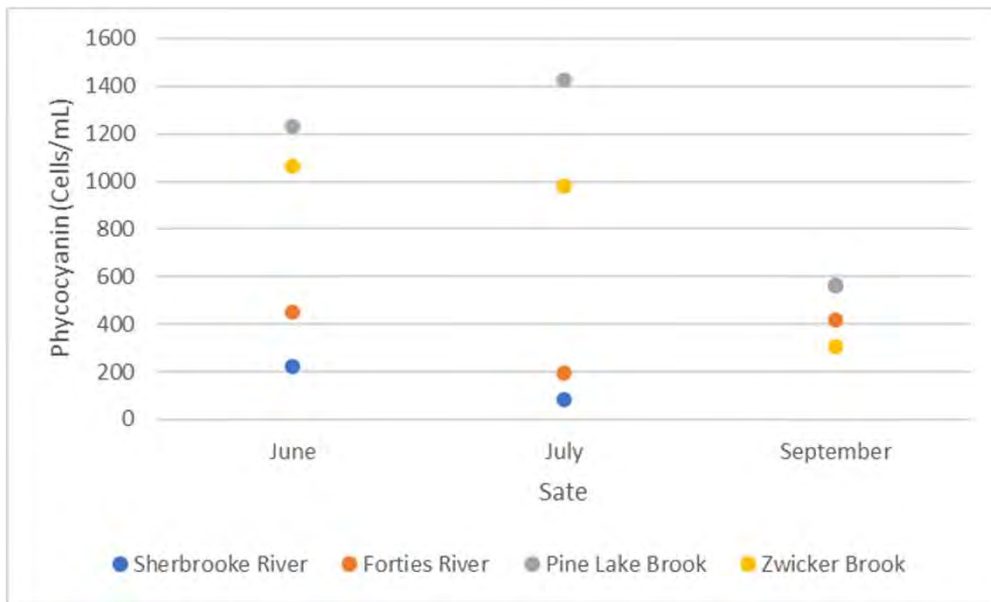


Sherbrooke Lake

2021 Results –Phycocyanin

New Total Algae Probe this year that measures Chlorophyll-a and Phycocyanin.

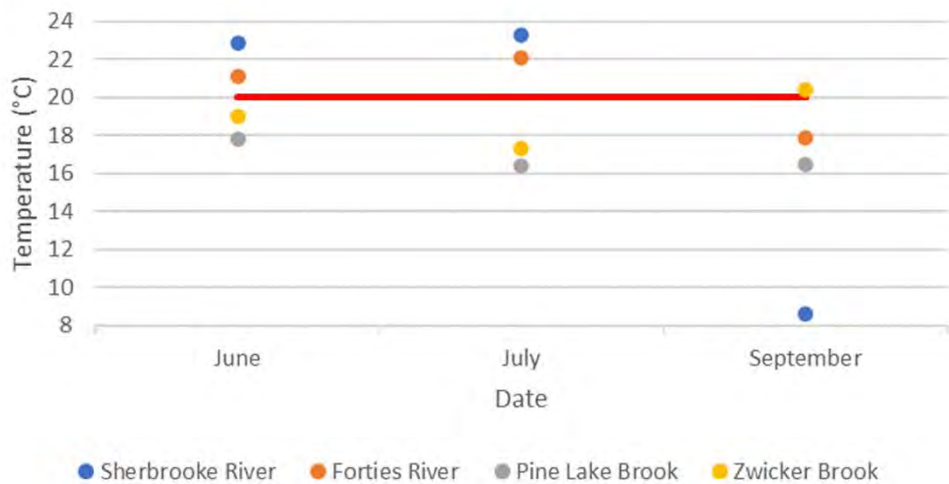
Converted RFU to Cells/100mL. Threshold set by WHO of 20,000 cell/mL (Level 1) & 100,000 cells/mL (Level 2).



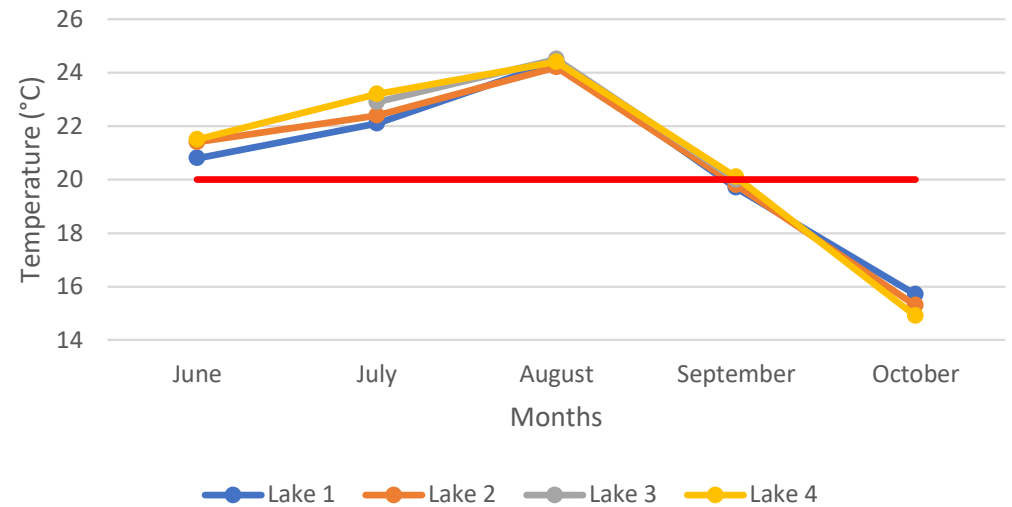
Sherbrooke Lake

Results – Surface Temperature

Stream sites vary in terms of exceeding the 20-degree threshold set by the NSSA. Large swing at Sherbrooke River.



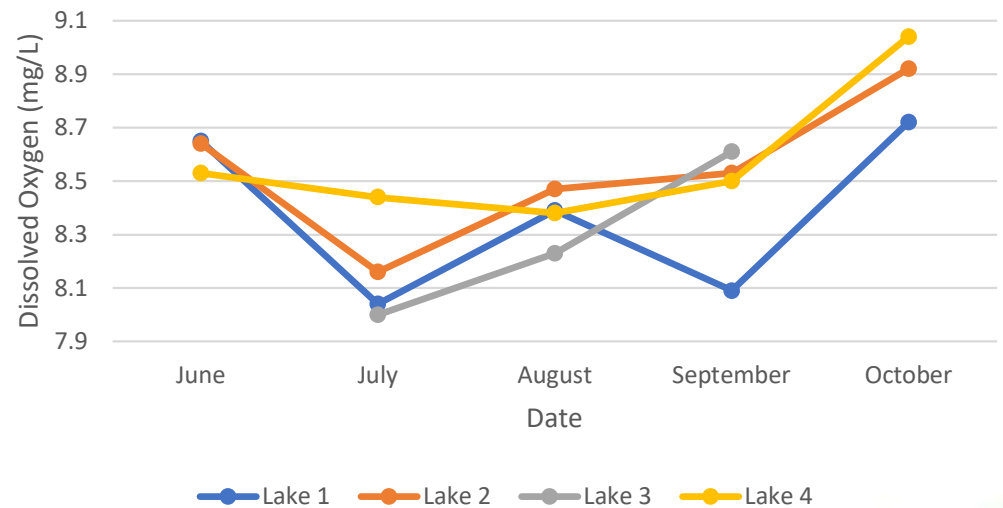
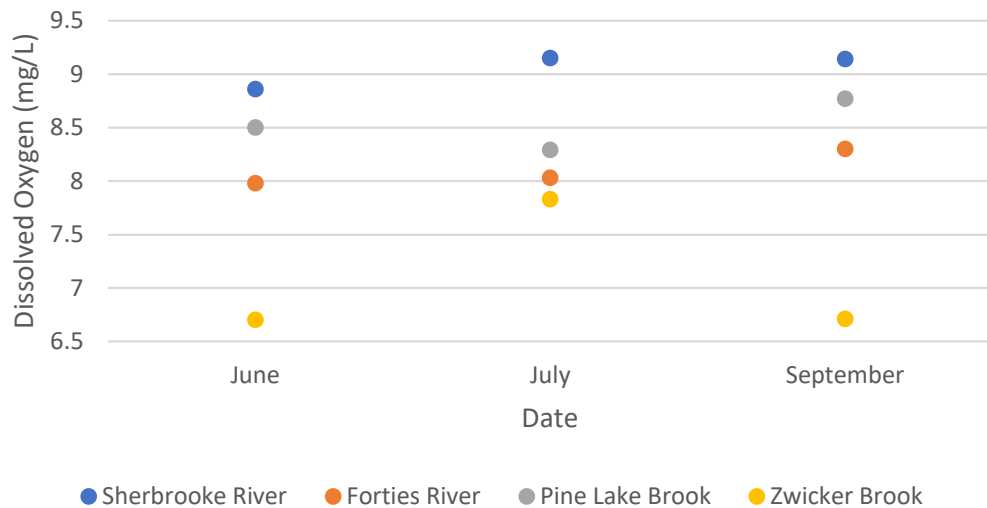
Lake sites consistently exceed the 20 degree threshold in the summer months.



Sherbrooke Lake

Results – Surface Dissolved Oxygen

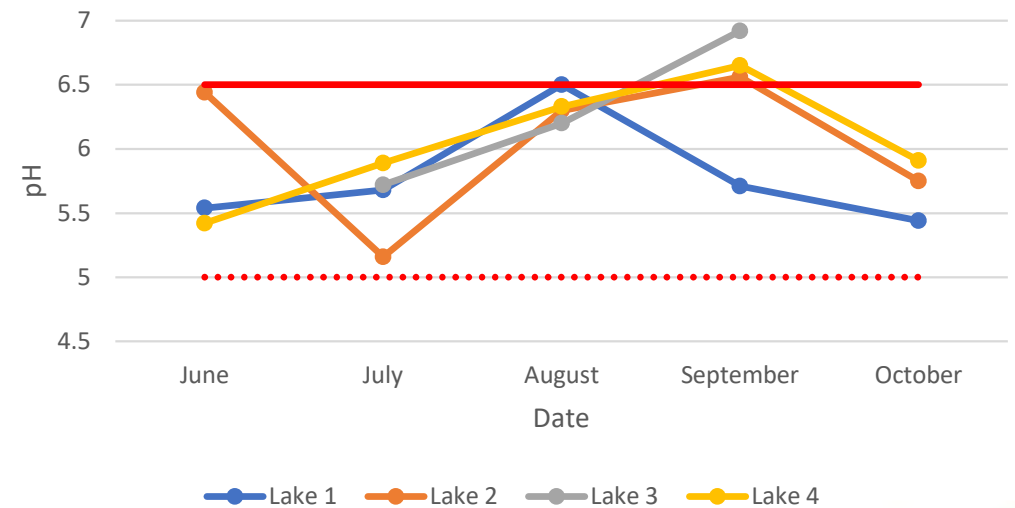
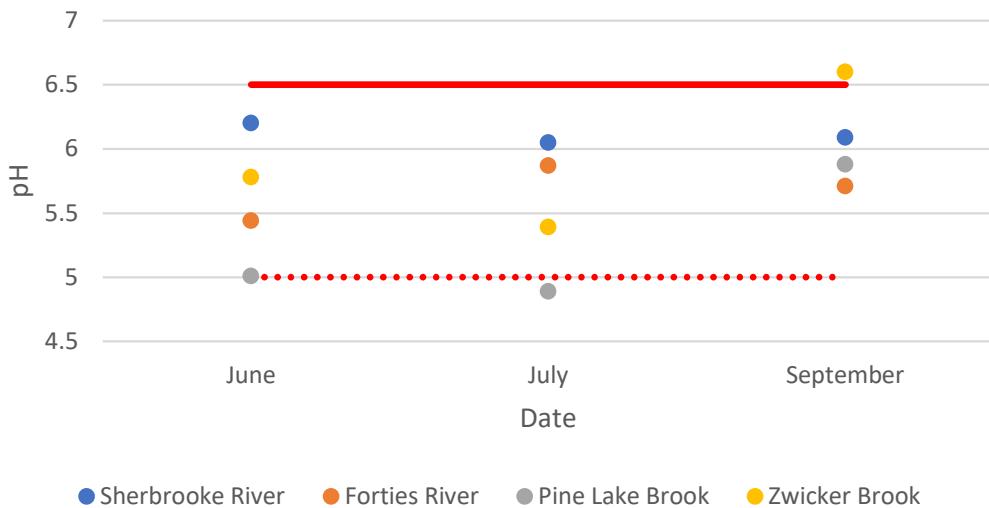
Dissolved Oxygen readings at all sites show levels well above the 6.5 mg/L threshold set by CCME. Cold-water species require DO levels above 6.5 mg/L



Sherbrooke Lake

Results – pH

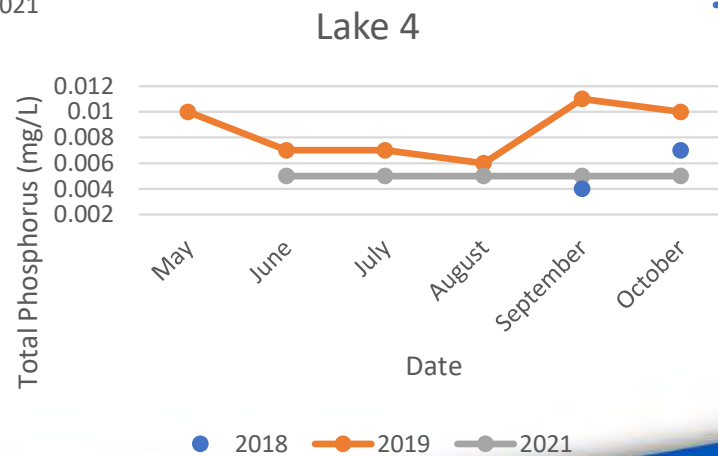
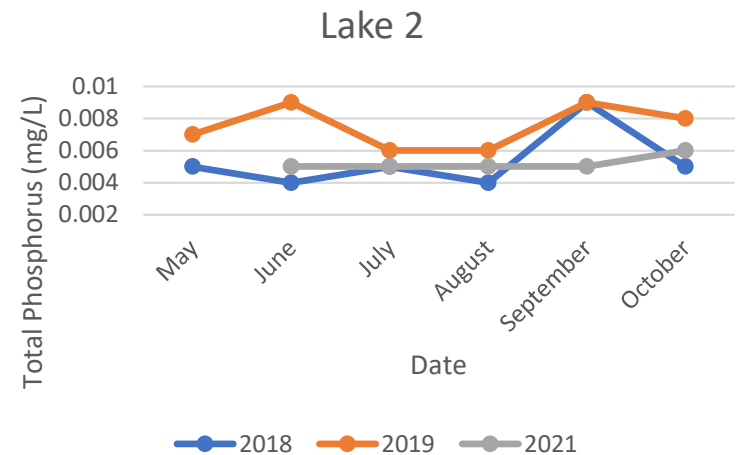
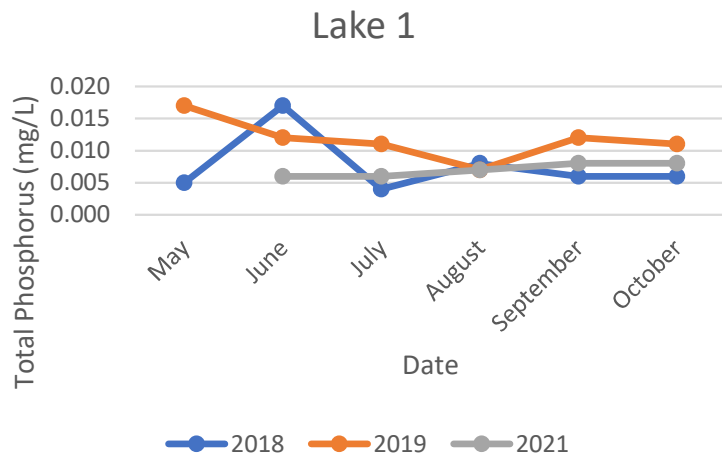
pH readings at all sites show consistently low pH, in most cases dropping below the 6.5 level set by CCME. Consistent with general Southshore pH levels.



Sherbrooke Lake

Results – Lake Total Phosphorous (TP)

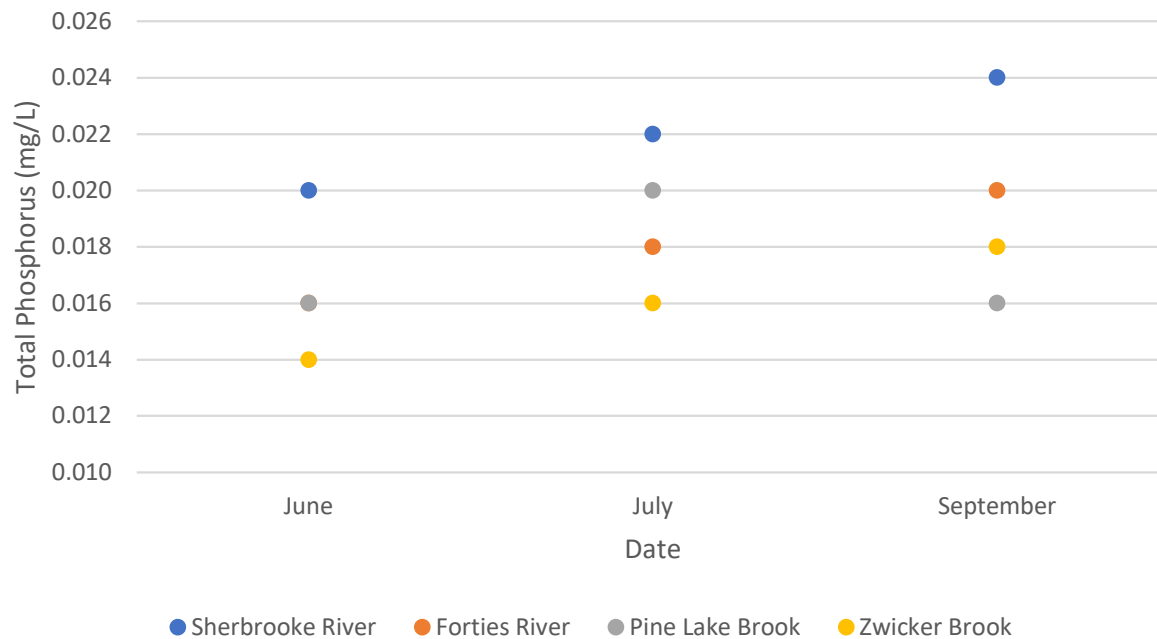
Total Phosphorous levels in the lake are very low compared to other years. Far below the 0.02mg/L threshold set by MOE.



Sherbrooke Lake

Results – Stream Total Phosphorous (TP)

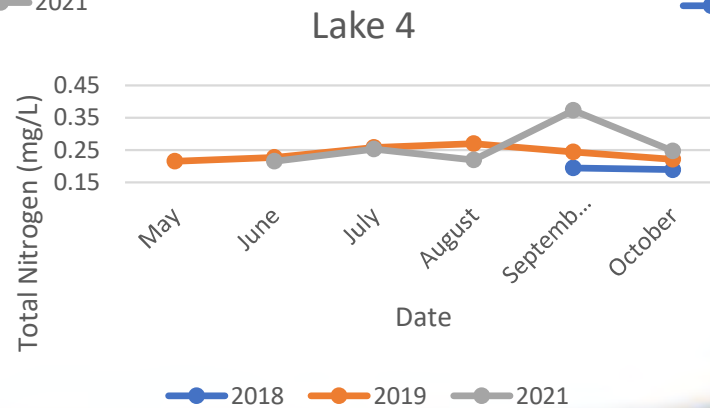
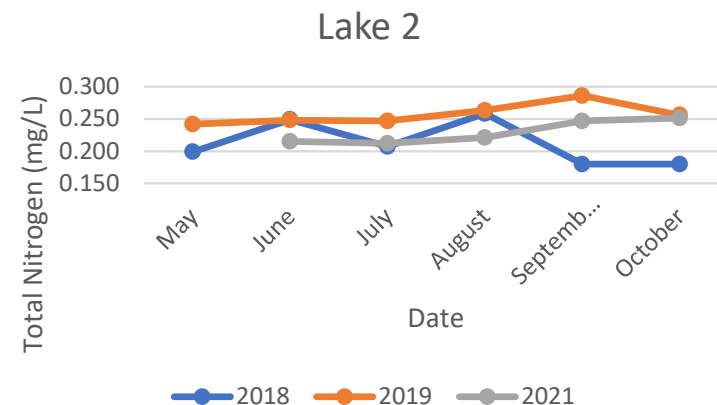
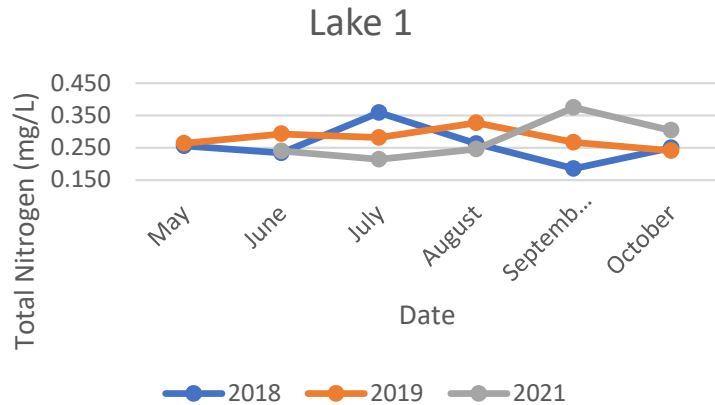
Total Phosphorous levels at the stream site fall below the 0.03 mg/L threshold set by MOE.



Sherbrooke Lake

Results – Lake Total Nitrogen (TN)

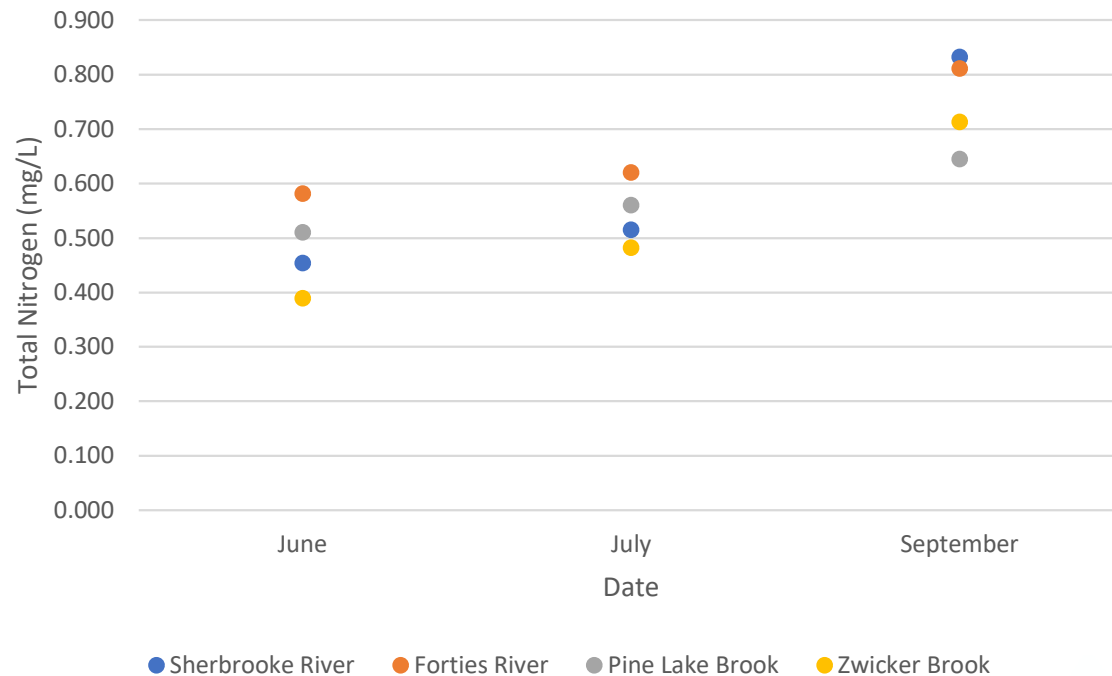
Total Nitrogen levels in 2021 are varied compared to previous years. Higher levels in Sept & Oct but well below the 0.9 mg/L guideline set by Dodds & Welch



Sherbrooke Lake

Results – Stream Total Nitrogen (TN)

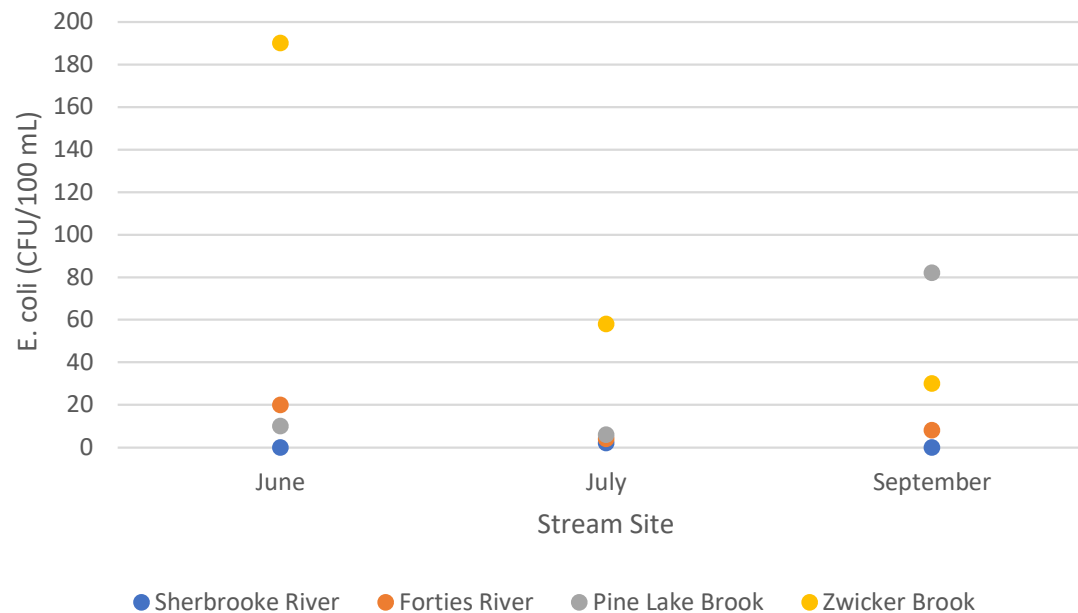
Total Nitrogen levels at the stream site fall below the 0.9 mg/L guideline set by Dodds & Welch. Levels higher in Sept at all sites & threshold is approached.



Sherbrooke Lake

Results – Fecal Coliform & E. coli

E. coli levels were very low in 2021. All samples at the Lake sites registered as undetected except for three, which showed 2 CFU. Stream readings were slightly higher, but well under the 400 CFU & 1000 CFU thresholds set by Health Canada.



Sherbrooke Lake

Results – Sediment Samples

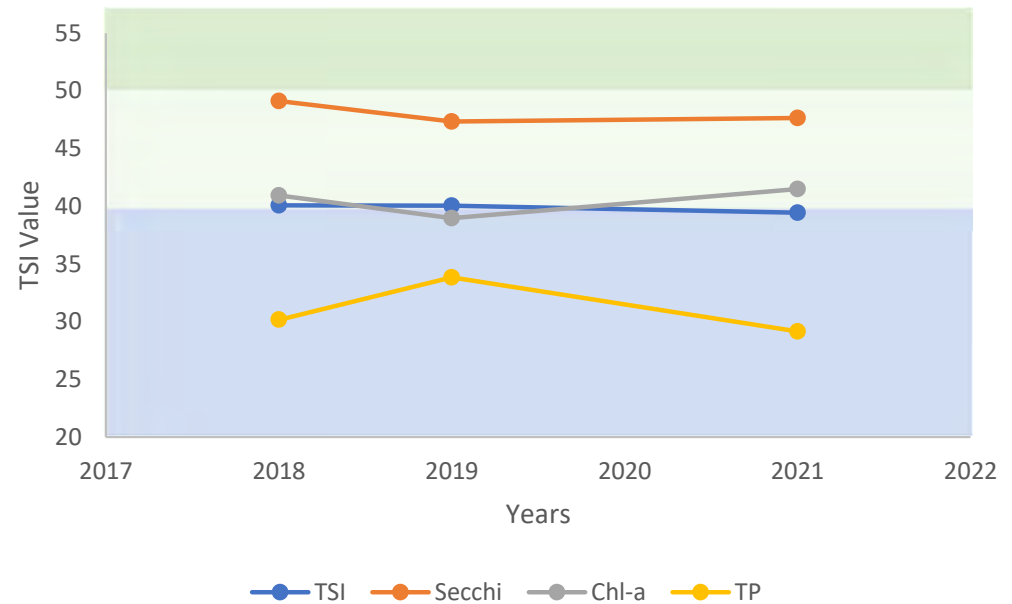
Sediment samples show no exceedances at any of the stream sites. The samples from the lake sites show 7 exceedances at lake sites 1, 2 & 4. Generally, the sediment quality has improved since 2019.

	UNITS	Lake 1		Lake 2			Lake 3	Lake 4	
Metals		2019	2021	2018	2019	2021	2018	2019	2021
Acid Extractable Arsenic (As)	mg/kg	8.4	4.8	16	12	6.8	8.3	8.1	9.8
Acid Extractable Cadmium (Cd)	mg/kg	0.76	0.31	1	0.99	0.46	1.5	0.76	0.63
Acid Extractable Lead (Pb)	mg/kg	34	8.8	49	24	8	13	13	8.9
Acid Extractable Mercury (Hg)	mg/kg	0.27	0.15	0.27	0.2	0.12	0.16	ND	0.12

Sherbrooke Lake

Results – Trophic State Index

Annual Trophic State Index assessments show that the Lake is consistently straddling the line between oligotrophic and mesotrophic. In 2021 the TSI score was 39.4, technically classifying the lake as oligotrophic (low productivity).



Sherbrooke Lake

Algae Pilot Project

A small algae monitoring pilot project was launched in 2021. The aim of the project was to develop a baseline understanding of the frequency and blue-green algae blooms in the lake. 7 microcystin samples were taken from various locations in the lake as a baseline. All 7 samples showed no presence of microcystin, and low levels of Chlorophyll- α . Depth profiles were also taken using the new Algae probe.

Site	Probe (RFU)	Sample (Chl- a ug/L)
Bangay 3	0.89	3.29
Bangay 3a	n/a	4.13
Deep Cove 1	0.75	3.55
Inlet 4	0.88	3.01
Municipal 2	0.8	3.41

Site	Probe (RFU)	Sample (Chl-a ug/L)
Forties	0.72	9.42
Algae Bay	0.71	3.48

Sherbrooke Lake

Conclusion and Recommendations

Sherbrooke lake has generally good water quality. The trophic state index assessment demonstrates an unproductive system that is unfavorable for algae growth. However, the threat of algae blooms does still exist in Sherbrooke Lake and the surrounding streams. The sediment quality also appears to be improving since 2019.

Coastal Action is recommending that this project be continued in the same capacity as previous years, with the monthly sampling scaled back to three samples, rather than six. The Sherbrooke Lake Stewardship Committee will look to explore options for a robust algae monitoring program in 2023.

Council
Item: #10.1
Date: July 12, 2022
Authorization: T. MacEwan



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

July 5, 2022

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

Dear Mayor and Councillors:

The Finance Committee, in session on Tuesday, July 5, 2022, made the following
recommendations to Council:

1. That Municipal Council approve the funding of 2021-22 completed capital projects and CCBF investments as noted in the report and as summarized on the enclosed 2021-22 Capital Project & CCBF Investment Plan.
2. That Municipal Council approve the increase in the cost sharing for the J Class roads in the amount of \$51,500, as presented by the Department of Transportation and Infrastructure Renewal (TIR), and direct the Mayor to execute the Notice of Approval form provided by TIR.

Respectfully submitted,

Chairman and Members
Finance Committee

/jh
Attachments

Council
Item: #10.1.1
Date: July 5, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Finance Committee
Submitted by: Elana Wentzell, CPA, CMA
Date: 2022-07-05
Re: 2021-22 Proposed Capital Funding and CCBF Investment

Recommendation

It is recommended the Finance Committee recommend that Municipal Council approve the funding of 2021/22 completed capital projects and CCBF investment as noted in this report and as summarized on the enclosed 2021/22 Capital Project & CCBF Investment Plan.

Executive summary

The financing of the completed 2021/22 capital projects have been allocated as per the approved budget with exceptions that are noted in this report. Changes in financing can occur when a project is completed over budget or new sources of financing are found. A summary of all completed projects compared to budget is enclosed.

Discussion

Many of the 2021/22 capital projects were budgeted to be funded from Reserve funds. Under Section 99 (4) of the Municipal Government Act, Council approval is required for all withdrawals from capital reserves. As well, Council must approve all CCBF expenditures. Compliance occurs when Council approves the capital budget that shows withdrawals from reserves to fund capital expenditures. When funding changes are made at year end, Council should be made aware of them, and approval should be sought.

Budget implications

Several projects were completed under budget, some were over budget, re-evaluated or deferred to a future year.

Of the \$8,853,300 approved 2021/22 Capital Budget, projects in the amount of \$5,684,190 were completed.

Financing of these projects included \$243,295 in Depreciation Reserves, \$1,463,531 in Provincial and Federal Grants, \$112,653 from Sewer Reserves, \$669,251 from General Operating Reserves, and \$508,654 from resident payments for the LaHave Straight Pipe Replacement Program.

CCBF spending for 2021/22 totals \$2,686,806 consisting of capital projects of \$928,539, contributions to non-owned trails \$59,850 and the New Germany Trail Bridge \$55,500, Rural Broadband Project Costs \$1,500,000 and \$142,917 in paving costs for non-owned roads in the Operating Fund.

The Lunenburg County Community Fund (LCCF) has made a one-million-dollar contribution to the LaHave River Straight Pipe Project. Payments received from residents participating in the Straight Pipe Project in the amount of \$124,558 was transferred to the Trust Fund as per the Memorandum of Understanding with the LCCF. This completes the final transfer to the fund. There is now \$1,000,000 available in the LCCF Trust.

Conclusion

Staff has made this recommendation to ensure compliance with the Municipal Government Act and the Federal CCBF Agreement.

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

5 Year Capital Investment and CCBF Plan	Project #	Project	Actual Cost	PROPOSED FUNDING					
		Budget	31-Mar-22	Grants	CCBF	Depreciation	Gen Surplus	Sewer Reserve Open Space	Residents / Donations
Corporate Infrastructure Projects									
Facilities									
Municipal Services Building Final Costs	2021-01	150,000	170,058				170,058		
MARC Energy Audit (carry over)		-	15,643	11,250			4,393		
Vehicles									
Engineering Dept Vehicle (EV)	2021-02	80,000	155,054		155,054				
Rec - Float Trailer	2021-03	15,000	5,418			5,418			
Rec Vehicle Carry Over (2007 Mazda replacement) + Crew Truck	2021-04	40,000	41,560			41,560			
Subtotal Corporate Infrastructure Projects		285,000	387,733	11,250	155,054	46,978	174,451	-	-
Climate Change Mitigation & Adaptation Projects									
Petite Riviere Watershed Flood Mitigation Phase 3	2021-10	146,000	62,363	31,182	31,182				-
Solar Panels - Municipal Building	2021-11	280,000	-				-		
LiDar Project (carry over)		-	10,123				10,123		
Subtotal Climate Change Mitigation & Adaptation Projects		426,000	72,486	31,182	31,182	-	10,123	-	-
Economic Development Projects									
Internet	2021-20	1,500,000	1,500,000		1,500,000				
Osprey Village Community Hub Complex	2021-21	150,000	92,239				92,239		
Osprey Village Extension of Champlain - to Lot 9	2021-22	100,000	-				-		
Wayfinding	2021-23	145,000	45,039	12,500	32,539		-		
Subtotal Economic Development Projects		1,895,000	1,637,278	12,500	1,532,539	-	92,239	-	-

5 Year Capital Investment and CCBF Plan	Project #	Project	Actual Cost	PROPOSED FUNDING					
		Budget	31-Mar-22	Grants	CCBF	Depreciation	Gen Surplus	Sewer Reserve Open Space	Residents / Donations
Trail Development Projects									
Annual contribution to Trail Groups/NG Trail Bridge	2021-30	115,400	115,350		115,350				
Art on the Trail - phase 3	2021-31	11,000	2,750				2,750		
Osprey Village AT Connection	2021-32	169,000	7,300		7,300				
Indian Falls Trail upgrade & extension \$12K rec'd	2021-33	50,000	34,744	12,000	22,744				
MARC existing Trail Upgrade	2021-34	25,000	3,337				3,337		
MARC Trail Connect	2021-35	20,000	167				167		
Osprey Village Trail Connector	2021-37	27,000	9,874		9,874				
Subtotal Trail Development Projects		417,400	173,522	12,000	155,268	-	6,254	-	-
Parks & Open Space Projects									
Future Land Purchases	2021-40	50,000	-						
Oakland Beach Conservation Area	2021-41	90,000	46,341		46,341				
Park Roads - Hirtle's Beach	2021-42	22,000	15,750		15,750				
- Indian Falls	2021-43	30,000	23,487		23,487				
Regional Recreation	2021-44	15,000	-						
River Ridge Phase 4 and Parking Lot	2021-45	276,000	148,018		148,018				
Sawpit Road /Switchback Trail	2021-46	15,000	15,747		15,747				
Wile's Lake Park Improvement	2021-47	20,000	4,698				4,698		
Subtotal Parks & Open Space Projects		518,000	254,041	-	249,343	-	4,698	-	-
Paving Projects - Roads & Shoulders									
AT Paved Shoulders	2021-50	560,000	-						
J Class Roads (NSTAT paving Partnership)	2021-51	528,000	142,917		142,917				
Municipal Roads Paving									
Billie Lane Upgrades	2021-52	320,000	-						
Harold Whynot Craig Chandler	2021-53	900,000	750,182		375,091		375,091		
Speed Radar Signs - post mounted	2021-54	10,000	7,012				7,012		
Paving - Meldrum/Buena Vista/Aspen		-	2,603				2,603		
Turner Heights final carry over		-	256				256		
Municipal Road Design		-	302				302		
Subtotal Paving Projects - Roads & Shoulders		2,318,000	903,272	-	518,008	-	385,264	-	-

5 Year Capital Investment and CCBF Plan	Project #	Project	Actual Cost	PROPOSED FUNDING					
		Budget	31-Mar-22	Grants	CCBF	Depreciation	Gen Surplus	Sewer Reserve Open Space	Residents / Donations
Water, Wastewater & Environmental Protection Projects									
Garden Lots Sewer/Water Solution	2021-60	15,000	2,394	1,197				1,197	
Green Compost Carts	2021-61	35,000	35,401		35,401				
LaHave River Straight Pipe	2021-62	2,575,300	1,981,673	1,276,702		196,317			508,654
Osprey Village Water Tower	2021-63	150,000	19,397				19,397		
Riverport School	2021-64	50,000	95,525	118,700			(23,175)		
WWTP Hebbville Pump Stns - Assess & Design	2021-65	20,000	10,011		10,011				
WWTP NG Equipment Replacement	2021-66	105,000	59,458		Equipment ineligible for CCBF			59,458	
WWTP Scada - Conquerall Bank	2021-67	26,000	28,495					28,495	
WWTP Scada - Cookville	2021-68	17,600	23,504					23,504	
Subtotal Water, Wastewater, Environmental Protection Projects		2,993,900	2,255,858	1,396,599	45,412	196,317	(3,778)	112,653	508,654
TOTAL PROJECT COST		\$ 8,853,300	\$ 5,684,190	\$ 1,463,531	\$ 2,686,806	\$ 243,295	\$ 669,251	\$ 112,653	\$ 508,654
<i>Budgeted Funding</i>		<i>\$ 8,853,300</i>		<i>\$ 2,080,795</i>	<i>\$ 3,595,900</i>	<i>\$ 1,028,434</i>	<i>\$ 1,724,571</i>	<i>\$ 323,600</i>	<i>\$ 100,000</i>

MEMO - URGENT

Council

Item: #10.1.2

Date: July 12, 2022

Authorization: T. MacEwan

To: Mayor Carolyn Bolivar-Getson
CC: Mr. Tom MacEwan
From: Laura Cunningham
Email: laura.cunningham@novascotia.ca
Date: June 28, 2022
Re: 2022-23 J-Class Subdivision Street Paving
of Pages: 2

As per section 6.2 of the cost share agreement 2020-015, the Province is required to notify the Municipality in writing of any cost overruns of more than 10% on approved projects for the current fiscal year.

The Department is prepared to proceed with this work, but the Municipality's approval of these costs is required to award the contract. An immediate response is requested so that this project may proceed within the current construction season.

Please indicate on the attached list whether the Municipality wishes to accept or decline the new tender (and cost share) amounts. The Department will proceed to award the projects that have been accepted by the Municipality. **Sign the attached page and scan and email this document back to laura.cunningham@novascotia.ca.**

Yours truly,

Laura Cunningham

Laura Cunningham
Capital Program Administration Officer

Page 2
2022-23 J-Class Subdivision Street Paving

Dear Ms. Cunningham

The Municipality of the District of Lunenburg agrees to proceed/cancel projects **as indicated** on the list below.

Road Name	Original Estimate	Tender Amount	New Cost Share Amount	% Over original estimate	Municipality to proceed with project (Y/N – please write in)
Lester Getson Road, paving	\$235,000	\$306,000	\$153,000	+30.2%	
Forest View Drive, paving	\$160,000	\$192,000	\$96,000	+20%	

Signature

Name and Title (Print)

Date

Council
Item: #11.1.1
Date: July 12, 2022
Authorization: T. MacEwan



Memorandum

To: Municipal Council
From: Abhi Jain, Sustainability Planner
Date: July 12, 2022
Re: AIM Network's FCM Municipal Asset Management Program Climate Emergency Summits

Through this memorandum, the staff would like to endorse its support to AIM Network's FCM Municipal Asset Management Program Climate Emergency Summits and recommend that Council:

"approve the funding of \$1,900 to the AIM Network for the FCM Municipal Asset Management Program Climate Emergency Summits."

MODL is developing a 10-year Local Climate Change Action Plan. One of the action items of the plan is to develop effective inter-municipal relations to improve municipal capacity to respond to climate emergency priorities. Presently there is no established network in the region, and the municipalities are primarily working in isolation towards climate action. Hosting Climate Emergency Summits will allow MODL to form a regional climate action network of elected officials, staff, and stakeholders with the neighboring municipalities including Town of Bridgewater, Town of Mahone Bay, Town of Lunenburg, and District of Chester. This will allow municipalities to work collaboratively to deliver climate related initiatives and leverage regional collaboration in joint applications for federal or provincial grants. The established network will further aid in creating new or enhancing existing regional municipal services, such as public electric vehicles charging infrastructure, regional public transit, and carshare services.

The proposed program by AIM Network is alignment with MODL's goals and vision for the sustainable future. The staff recommends that Council approve the funding to the organization.

Memorandum Preparation	
Department	Planning & Development Services
Memorandum Prepared by	Abhi Jain, Sustainability Planner
Memorandum Approved by	Jeff Merrill, Director
Date Reviewed by C.A.O.	

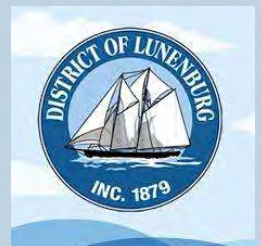
AIM Network

FCM Municipal Asset Management Program

Climate Emergency Summits



Atlantic Infrastructure
Management Network



Who We Are

- A not-for-profit Community of Practice comprising a network of asset management professionals
- Our mandate: To guide and support infrastructure management planning for municipalities in Atlantic Canada
- Deliver partner programs under the FCM Municipal Asset Management Program (MAMP)
- Provide free, open-source tools and resources to municipalities
- Conduct education, awareness and training programs
- Provide direct technical assistance to municipalities

Draft Program Outline

- Planning Session – Lead Community August 2022
- Planning Session – All Participant Communities October 2022
- Climate Summit – Public Engagement April 2023
- Partnering Session May 2023
- Wrap Up Workshop September 2023



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Barriers to Climate Adaptation and Mitigation

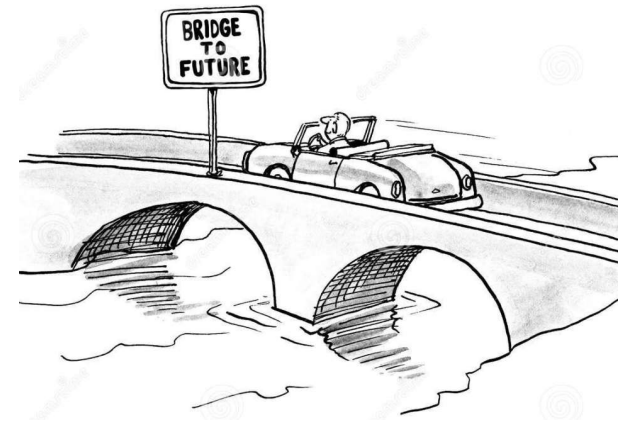
- Lack of resources (time, people and money)
- Overwhelming number of tools, resources and options
- Large amount of uncertainty with the magnitude and timing of climate impacts
- Lack of coordination with core service delivery



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Goals and Outcomes

- Initiate conversations across municipal boundaries at the political level
- Structure a regional climate network
- Educate and consult with staff, elected officials and the public
- Formalize inter-municipal relations
- Support regional municipal services and climate action
- Prioritize projects and leverage regional collaboration



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The Climate Summit

- Engage, consult and inform the public
- Survey residents' climate concerns and desired action
- Attendance: municipal staff, elected officials, citizens' groups, business groups, youth organizations, First Nations, general public
- What would the public like done? Are they willing to pay for it? What are the trade-offs?



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Other Lead Municipalities

The program is being delivered in five regions. The other four are:

Town of New Glasgow, Nova Scotia

City of Stratford, Prince Edward Island

Northwest Regional Service District, NB

Town of Pasadena, Newfoundland and Labrador



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Program Requirements

- Cost is \$1,900 per municipality, remaining 90% is funded by FCM
- Lead municipality will:
 - Assist with reaching out to neighboring municipalities
 - Assist with publicizing climate summit and participate in panels and presentations
 - Participate in planning activities and workshops
 - Follow up with colleagues at partner participants
 - Review and comment on project documents: partnering agreements, climate summit summaries, regional group terms of reference



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Program Requirements

- AIM Network will:
 - Produce all project documents
 - Facilitate planning sessions and workshops
 - Plan climate summit, book venue and assist in gathering community groups
 - Assist with publicizing climate summit and participate in panels and presentations
 - Review municipal input from an asset management and climate planning perspective
 - Produce close-out documentation for FCM



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Outcomes

- Community input for climate action on priorities, costs, partnerships
- Share resource with neighbours to reduce cost of climate action
- Updated climate risk profile
- Climate action plan from each partner with opportunities for collaboration and risk mitigation
- A list of climate actions to be included in near-term (5-year) planning along with partnering opportunities
- Terms of reference and roadmap for regional co-operation (draft plan for regional committee)



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QUESTIONS?



Municipality of the District of Lunenburg

Report to Council

Report To: Municipal Council
Submitted By: Tissy Bolivar, Program Coordinator
Date: July 12, 2022
Re: Surplus Vehicle: 2007 Mazda B4000

Recommendation

That Municipal Council declare the Municipally owned 2007 Mazda B4000 as surplus to be sold at public tender.

Background

The 2007 Mazda has an estimated repair bill of over \$3,000 to pass safety inspection. The 4x4 gear also only works intermittently due to the front differential needing to be replaced. This is not required for inspection however is required for some areas the truck is needed in. The estimated cost of these repairs is another \$2,500.

The estimated value of the truck is less than \$5,000.

Budget Implication

There are no budget implications.

Alternatives

1. Not declare the truck surplus and pay repair costs to operationalize the vehicle.

Conclusion

The repair bill far exceeds the value of the vehicle and as such, should be sold at public tender.

Department: Recreation

Report Prepared By: Tissy Bolivar

Date: July 4, 2022

Report Approved By:

Date:



Municipality of the District of Lunenburg

Report to Council

Report To: Municipal Council
Submitted By: Tissy Bolivar, Program Coordinator
Date: July 12, 2022
Re: Annual Operating Grant: Lunenburg Swimming Pool

Recommendation

That Municipal Council award **\$2,000** for an **Annual Operating Grant** to the **Lunenburg Swimming Pool**.

Executive Summary

Each year the Municipality of the District of Lunenburg offers an Annual Operating Grant (AO) and Major Recreation Capital Grant (MRC) program to its non-profit groups to support the many volunteers and volunteer groups that make our communities better places to live, work and play.

Council has already reviewed and approved all other Annual Operating and Major Recreation Capital Grants. The Lunenburg Swimming Pool submitted a late application, requesting between \$3,000-\$5,000, for budgeting purposes, we averaged their request at \$4,000. They are projecting a deficit of \$5,486.

Background

This year, the Municipality of the District of Lunenburg received applications by the deadline of March 1st, totaling \$102,250 for Annual Operating Grants, a 25.47% increase on the requests in 2021/22, and a total of \$47,000 in requests for Major Recreation Capital grants, an increase of 36.17% on requests in 2021/22. Two late applications were received for Annual Operating Grants for a total of \$8,000. This year's applications include requests from ten new organizations for assistance in annual operating expenses, and there were six organizations who historically have asked for help, but this year did not submit applications.

As with every year, there were more requests than funds available. The 2022/23 budget for contingency grants (a combined account to provide funding for both Annual Operating Grant and Major Recreation Capital Grant requests) is \$100,000. There is already committed expenditure for unclaimed balances from 2020/21 and 2021/22 in these grant categories of \$6,437.50 leaving the amount of \$93,562.50 to award to new applications. It is worthy to note, that following last year’s awards, two applications for Major Recreation Capital Grants were received later in the year, resulting in a further \$20,000 being awarded; money was found from other grant accounts to fund these.

The Lunenburg Swimming Pool has applied for and received an Annual Operating Grant for the past number of years. This is the first year they have submitted a late application.

Based on the significant increase in requests, we have reviewed applications on a “needs” basis and have scaled the award percentages based on the projected deficits/profits of each organization, reflected in the budgets submitted. Any expected MODL grant revenue was excluded from each organization’s revenue to determine projected deficits/profits. Below are the percentages we worked with.

Predicted Deficit	Percentage of Ask awarded
\$-15,000+	100%
\$-10,000-\$-14,999	75%
\$-1,000-\$-9,999	50%
\$0.00-\$-999 (Break-even)	25%
Profit Shown	0%

GRANT SUMMARY (Budget \$93,562.50)	Requested 2022-23	Approved
Annual Operating	\$102,250	\$48,875
Major Rec. Capital	\$47,000	\$36,000
Late Applications	\$8,000	\$4,000
TOTALS	\$157,250	\$84,875
REMAINING BUDGET	-\$63,687.50	\$4,687.50
NEW LATE APPLICATION	\$4,000	Recommendation: \$2,000

Budget Implication

The remaining budget for Annual Operating and Major Recreation Capital Grants is \$4,687.50. If approved for \$2,000, the remaining budget would be \$2,687.50.

Alternatives

1. Not award an Annual Operating Grant.
2. Award a different amount than recommended.

Conclusion

Although the application for the Lunenburg Swimming Pool was late, it meets all required criteria for an Annual Operating Grant. When following the needs based approach, staff are recommending the approval of \$2,000.

Department: Recreation

Report Prepared By: Tissy Bolivar

Date: July 6, 2022

Report Approved By:

Date:

Reviewed By CAO:

Date: