



AGENDA

Town of Lunenburg Council Meeting

Tuesday, February 22, 2022 at 6:00 p.m.

Council Chamber, 120 Townsend Street / Zoom Webinar

1. Call to Order – Mayor Risser
2. Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People – Mayor Risser
3. Agenda

Motion: moved and seconded approval of the agenda.

4. February 8, 2022 Council Meeting Minutes

Motion: moved and seconded approval of the February 8, 2022 Council meeting minutes.

5. Public Hearings, Presentations and Questions

- a. Lunenburg Board of Trade: Bicycle Lane Request – Jamie Myra
- b. Federal Ghost Gear Fund - Michael Ernst for Titan Maritime

6. Correspondence, Petitions and Proclamations Consideration

- a. Lunenburg Board of Trade Letter re: Commercial Tax Rate Request

7. Business Arising from the Minutes/Unfinished Business

- a. Committee Volunteer Applications: Anti-Racism Special Committee

Motion: moved and seconded that _____ be appointed to the Anti-Racism Special Committee.

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion

- a. Protective Services Committee Meeting – Deputy Mayor Mosher

Motion: moved and seconded that all money received from the sale of the Lunenburg and District Fire Department's 1999 Ford truck go back to the Department to help pay

for their new 2022 Ford truck with an aluminum box.

Motion: moved and seconded that Town Council approve the Mutual Aid Fire Services Agreement renewal dated December 6, 2021 and that the Mayor and Interim CAO are authorized to execute the document on behalf of the Town and to affix the municipal seal.

9. New Business

- a. Lunenburg Board of Trade: Bicycle Lane Request – discussion

Motion: moved and seconded that Lunenburg Town Council approach both the Lunenburg Board of Trade and Bicycle Nova Scotia and arrange a meeting to further discuss challenges associated with the pilot project.

- b. Federal Ghost Gear Fund - Michael Ernst for Titan Maritime – discussion

Motion: moved and seconded that Council write a letter to The Honourable Joyce Murray, Minister of Fisheries, Oceans and the Canadian Coast Guard, supporting the continuance of the Federal ghost gear fund.

- c. Wastewater Treatment Plant Upgrade - Approval to Proceed with a Grant Application – staff report and recommendation

Motion: moved and seconded that the Town of Lunenburg submit the project titled: Lunenburg Wastewater Treatment Plant Upgrade with SBR for funding through the Investing in Canada Infrastructure Program – (Green Environmental Quality Infrastructure Stream); and that Council supports the project and commits to provide its share (\$2,662,000) toward the \$9,982,000 project cost.

- d. Town Hall Restoration – staff report and recommendation

Motion: moved and seconded that the Town Hall Restoration Tender Package Project be carried forward to the 2022/23 fiscal year in the pre-approved amount of \$95,000 with funding from a combination of Deed Transfer Taxes and a potential Parks Canada grant.

- e. Wastewater and Water Treatment Quarterly Information Reports – October 2021 - December 2021

10. Meet in camera

Motion: moved and seconded to meet in camera to consider the following matters pursuant to section 22 (2), Municipal Government Act:

- Staff wages and benefits
- Potential sale of land

11. Resumption of Council meeting in public session - motion to consider any in camera meeting notices of motion and/or recommendations pursuant to section 22 (3), Municipal Government Act

12. Adjournment – Mayor Risser

Agenda items awaiting staff reports, etc. for further consideration

<u>Agenda Item</u>	<u>Assigned to</u>	<u>Council Meeting Assigned</u>	<u>Status</u>	<u>Anticipated Return Date</u>
Watershed boundary extension and land management plan with external resources	Public Works	October 13, 2020	Town Engineer will prepare a report for draft Budget 2021/22 consideration	TBD

Please note – The agenda is subject to change.

TOWN OF LUNENBURG COUNCIL MEETING MINUTES

TUESDAY, FEBRUARY 8, 2022 AT 6:00 P.M.

VIA ZOOM WEBINAR

PRESENT: Mayor Matt Risser
Deputy Mayor Peter Mosher
Councillor Jenni Birtles
Councillor Stephen Ernst
Councillor Ed Halverson
Councillor Susan Sanford

ALSO PRESENT: Ann Covey, Recording Secretary
Lisa Dagley, Finance Director
Kevin Malloy, Interim Chief Administrative Officer
Heather McCallum, Assistant Municipal Clerk

ABSENT: Councillor Melissa Duggan

1. Call to Order

The Mayor called the meeting to order at 6:01 p.m.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.

3. Agenda

Motion: moved and seconded approval of the agenda. Motion carried.

4. January 25, 2022 Council Meeting Minutes

Motion: moved and seconded approval of the January 25, 2022 Council meeting minutes. Motion carried.

5. Public Hearings, Presentations and Questions

6. Correspondence, Petitions and Proclamations Consideration

a. Wear Red Canada on February 13

Motion: moved and seconded that Council hereby approves the adoption of the Wear Red Canada Proclamation on February 13, 2022:

Whereas:

1. Heart disease is on the rise and is the leading cause of death for women worldwide;
2. Heart attack symptoms are not recognized in over 50% of women;
3. Causes of heart disease can be different for women than men;
4. Women can be at greater risk for heart disease than men; and
5. There is a lot we can all do to help reduce the risk, as heart disease is largely preventable.

Therefore:

I, Mayor Matt Risser, call on all Lunenburgers to start the conversation about heart disease with the women in your life, and declare February 13th, 2022, "Wear Red Canada Day" in the Town of Lunenburg, Nova Scotia. Motion carried.

7. Business Arising from the Minutes/Unfinished Business
8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion

The following minutes were received for information.

- a. Joint Occupational Health and Safety Committee January 13, 2022
 - b. Project Lunenburg Steering Team January 19, 2022
9. New Business
 - a. Fire Department purchase of 2023 1-Ton Ford Truck

6:03 p.m. - Councillor Birtles declared a conflict and left the meeting.

Motion: moved and seconded to purchase a 2023 1-Ton Ford Truck at an approximate cost of \$135,500 plus tax from Rocky Mountain Phoenix in Bridgewater. The Fire Department is funding 100% of the cost of this vehicle (Schedule "A"). Motion carried.

6:04 p.m. Councillor Birtles returned to the meeting.

- b. Electric Utility - Led Street Light Conversion Study

The Finance Director summarized the report (Schedule "B").

Motion: moved and seconded to approve the increase to the 2021/22 Electric Utility LED Street Lighting Assessment to \$29,600 to be 100% funded from the utility's depreciation reserve. Motion carried.

- c. Council Chamber AV Upgrades

The Assistant Municipal Clerk summarized the report (Schedule "C").

Staff is asked to discuss with Ivan's AV re-use of the existing smart TV's rather than purchasing new monitors prior to proceeding with purchase of the new system.

In response to a question the AMC said the proposed system would re-use the existing camera but could be expanded on at a later date. Staff is asked to obtain a quote from Ivan's AV to expand the video part of the system.

Motion: moved and seconded that Council direct staff to immediately proceed with Council Chamber upgrades to audio-visual equipment with the proposed Ivan's AV quotation including options, as well as furniture purchases for replacement staff desks, for a total of \$22,600.00 to be funded from the 2021/22 operational fund.

Motion: moved and seconded to defer decision on the purchase of AV equipment until further information can be obtained. Motion defeated. Mayor Risser, Deputy Mayor Mosher, and Councillors Birtles and Mosher voted in the negative.

The AMC clarified that further information can be obtained, and changes made before the new equipment is purchased.

The original motion was put and passed.

d. Anti-Racism Regional Approach

Motion: moved and seconded that the Town of Lunenburg advise the mayors of the Town of Bridgewater, the District of Lunenburg, and the Town of Mahone Bay as well as the Warden of the District of Chester that the Town of Lunenburg supports in principle the proposal for a regional anti-racism and anti-discrimination committee and that the Town of Lunenburg will include consideration of financial support for the implementation of the proposed committee in our 2022/23 Budget deliberations (Schedule "D"). Motion carried.

e. REMO Budget

Motion: moved and seconded that the Municipal Council approve a total 2022/23 REMO budget in the amount of \$146,300 of which the Town of Lunenburg's portion is \$7,503.76 (Schedule "E"). Motion carried.

10. Meet in camera

Motion: moved and seconded to meet in camera to consider the following matters pursuant to section 22 (2), Municipal Government Act:

- Potential sale or lease of municipal property
- License agreement renewal

Motion carried.

Council recessed and met in camera at 6:24 p.m.

11. Resumption of Council meeting in public session

The public portion of the Council meeting resumed at 7:55 p.m. The following Council in camera meeting recommendation was considered by Council.

Motion: moved and seconded that WHEREAS:

1. The Town previously entered into a Community Garden License and Use Agreement with the Lunenburg Community Network, a Canada not-for profit corporation dated the 15th day of October, 2018 and covering the period May 1, 2020 - April 30, 2022.
2. The Lunenburg Community Network has requested a new License and Use Agreement for a period of two years, commencing May 1, 2022.

BE IT RESOLVED THAT:

- A. Council considers the Lunenburg Community Network to be carrying on an activity that is beneficial to the Town.
- B. The Town shall enter into the License and Use Agreement attached hereto as Schedule "LCNI" and the Mayor and Manager Clerk are authorized to execute the document on behalf of the Town and to affix the municipal seal (Schedule F).

Motion carried.

12. Adjournment – Mayor Risser

The meeting was adjourned at 7:56 p.m. by the Mayor.

Ann Covey, Recording Secretary
for Kevin Malloy, Interim CAO



Lunenburg Board of Trade

PO Box 1300
11 Blockhouse Hill Rd.
Lunenburg, NS
B0J 2C0

(902) 634 3170
office@lunenburgns.com

To: Town Council

From: The Lunenburg Board of Trade

Date: February 4th, 2022

RE: Montague St. Pop Up Bicycle Lane

In August of 2021, Lunenburg's Town Council passed a motion to approve a proposal from Bicycle NS for a trial contraflow bike lane and pedestrian mall on Montague Street from Linden Avenue – Duke Street during the month of June 2022. This bike lane would necessitate the removal of 44 parking spaces along Montague St.

Based on membership feedback, the Lunenburg Board of Trade's purpose today is to request that Council reconsider this project.

In late July of 2021, the LBoT was asked to sit on a steering committee for this project. As this request was made only one week prior to the start date of the committee meetings, the LBOT unfortunately had to decline the opportunity to join due to the Council's inability to commit to the meetings during the busy summer season.

In their August 10th, 2021 presentation to Town Council, a Bicycle Nova Scotia representative stated that businesses on Montague St. were contacted for feedback on the project and some examples were given. However, in our conversations with members since, we have spoken to quite a few who had never been contacted and were up until that point completely unaware of the project.

Our President, during a conversation with a Bicycle NS representative just a few days before their Council presentation offered to send out a communication or a survey to our general membership on their behalf but was not taken up on that offer.

In our engagement with members over some months, the feedback received was overwhelmingly against this project on Montague St. While some were not against the idea of a bike lane in general, most member businesses reported that they felt having this would place too great a strain on an already difficult parking situation.

Some of the feedback received:

" I was shocked that possibly losing 42+ parking spots; especially on Montague Street was even on the table. With large numbers of our restaurants, inns and shops, and limited parking already on this street; this will only intensify the challenge. Most visitors to our town look for parking on Montague Street, and

Bluenose Drive, and adjacent streets. The further up the hill and the further away for many; the least likely they will be to find a space at a reasonable distance and join us. “

“ALL my delivery’s come via Montague Street, I employee 20-30ppl in the spring-fall months and I think the town agreeing to remove 42+ parking spaces is asinine to say the very least!!”

” All my deliveries come on Montague St, some take 30 minutes or more to receive. There are a lot of hotel rooms on the waterfront, you need parking spaces for them.

The town made this decision without any input from the businesses that are affected, not even a phone call.”

” In favour of bike lane. Not on Montague st. I feel it will cause parking and traffic issues.”

Every season, the LBoT fields complaints and concerns from visitors, members, and residents regarding parking in Lunenburg. Certainly, this will come as no surprise to Town Hall. In fact, even during the summer of 2020, when tourism traffic was at an all time low, we received some pushback on the removal of 8 parking spots to create a small pedestrian only area.

While we applaud the attempt to entice people to stay active and promote foot and bike traffic, we do not feel that Lunenburg currently has the infrastructure in place to support something of this nature, even only temporarily. The strain on parking will ripple out from Montague itself, making it harder for residents (many of whom are older and have mobility issues) tourists and employees to find parking anywhere in the Old Town core. In addition, several of our member businesses chimed in on how this would affect their deliveries. Some have deliveries from over 20 different suppliers, arriving 7 days a week: anytime from 6:30am onward and into the evening. These deliveries have been reported to take 30 minutes or longer. While this was stated as a concern that came up during Bicycle NS’s presentation, no information on how this or any of the other concerns would be addressed was given.

The Tourism sector has been incredibly damaged by COVID 19. Some excellent points that were raised by Town Council during the August 10 presentation that ultimately pushed the start date from September 2021 to June of 2022 were that “now is not the time”.

The LBoT and its membership feels that it is still not the time. The fourth wave is here. Businesses are still struggling with hiring and retaining staff, high commercial tax rates, rising inflation and an uncertain future for the tourism industry. They are having to make some tough calls to make ends meet.

Indeed, we feel that until the parking issue can be resolved that perhaps there simply isn’t a good time for this. While it would be wonderful to be involved in a pilot project of this nature the reality is, this might be better served in a community that doesn’t struggle with its infrastructure the way Lunenburg does, year after year.

Our Suggestion:

In March of 2019, Bicycle NS hosted a public engagement open house to discuss bicycle network development. During this, several other areas of concern were brought up frequently by cyclists in Lunenburg. In fact, the most common feedback received was that Victoria Rd presented the biggest barrier to cycling within Lunenburg. While we understand from our communications that a pop-up bike lane would not work on Victoria Rd currently – our suggestion would be to find an alternate space for a bike lane this summer that does not affect parking as severely, otherwise Bicycle NS could concentrate their efforts on one of the other two projects identified in their “Phase 1 of the Blue Route Hubs Bikeway Study” released on April 15th, 2019.

We have reached out to Bicycle NS in the hope to present them with this suggestion and perhaps work with them on an alternate route – however we have not yet been able to sit down with them discuss. We are hoping to do this later this month.

We appreciate the Council’s time and attention on this matter.

Sincerely,

The Lunenburg Board of Trade

To Mayor Matt Risser and Council for the Town 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/>

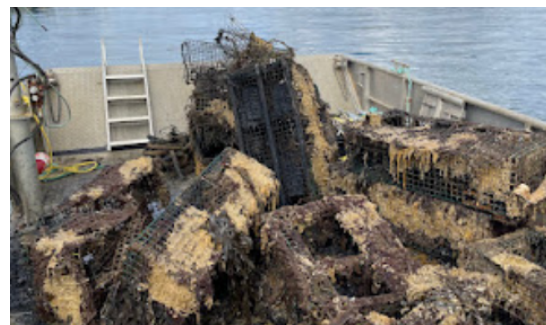
www.facebook.com/TitanMaritime/ for more photos and videos of Ghost Gear work carried out by Titan Maritime.

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

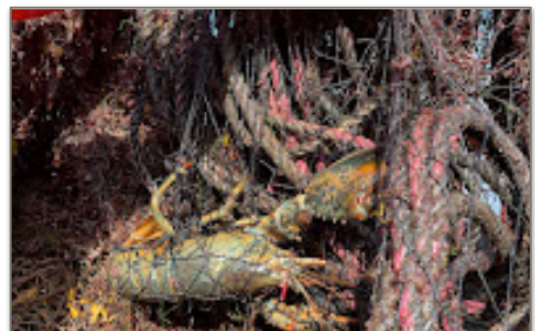
Ghost Gear Recovery Fund

(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





Lunenburg Board of Trade

PO Box 1300
11 Blockhouse Hill Rd.
Lunenburg, NS
B0J 2C0

(902) 634 3170
office@lunenburgns.com

To: Town Council

From: The Lunenburg Board of Trade

Date: February 4th, 2022

RE: Commercial Tax Rate

Last year, our President Jamie Myra spoke with Town Council on the matter of a proposed commercial tax rate increase and was successful in relaying the importance of supporting the local business community by suspending the increase. It is our hope today that we can speak with Council and once again convince them of the need to forego raising the commercial tax rate.

While the summer season of 2021 was certainly better than 2020's – we are nowhere near back to normal. 2021 has been a year of rapidly changing public health orders, travel restrictions and isolation requirements. In addition to affecting desire and ability to travel, the pandemic and its resultant fatigue has influenced consumer preferences and spending patterns. The Omicron variant of COVID 19 is rampant, and many businesses are struggling with critical employee shortages, which can cause a loss of opening hours. As well, many member businesses reported lower than expected holiday revenue, so there was little relief on that front.

Tourism, as we know makes up a large part of the local economy. Nova Scotia's tourism industry lost \$1.6 billion in 2020 and full recovery is expected to take several years, and even that prediction is uncertain.

All this is to say, having weathered the last two years has been incredibly stressful for nearly everyone, but for those whose livelihood depends on the survival of their small business, or those who work in one of the many industries that has been significantly impacted by COVID 19, the idea of a commercial tax increase on the heels of such a year as 2021 is a hard pill to swallow.

There's also a need for growth in Lunenburg - it's not just enough to make sure existing businesses survive, but to also provide a good environment for entrepreneurship. One of the ways we hope to see Lunenburg accomplish this is in ensuring that high tax rates are not a barrier to new businesses.

We hope that Lunenburg's Town Council would once again see the wisdom in deciding not to pursue an increase in the upcoming budget.

The Lunenburg Board of Trade appreciates Town Council's time and consideration on this and would certainly welcome further discussion on the matter.

Sincerely,

The Lunenburg Board of Trade



CALL FOR VOLUNTEERS: ANTI-RACISM & HOUSING

The Town of Lunenburg Council requests applications from interested citizens to serve on the Town's **Anti-Racism Special Committee** and to represent the Town on the **Western Regional Housing Authority**.

- The Anti-Racism Special Committee has a limited mandate for 2022 and meets once a month at 6:00 p.m. or on an as-required basis. The following THREE vacancies are available for volunteers who may or may not live in the Town:

- 1 citizen at large who has knowledge/expertise in African Nova Scotian or Indigenous affairs
- 1 representative from the African Nova Scotian community
- 1 representative from the Mi'kmaq community

- The Western Region Housing Authority is responsible for the administration and management of rental housing units. It meets five times yearly and has ONE vacancy. This appointment is a three-year term ratified by the Minister of Community Service.

Lunenburg encourages applications from Indigenous persons, African Nova Scotians, racially visible persons, women (applying for non-traditional volunteer positions), persons with disabilities, and persons of the LGBTQ+ community.

The Committee Volunteer Application Form and the Committees' Terms of Reference are available from the Lunenburg Town Office, 119 Cumberland Street, or by contacting Ann Covey at acovey@townoflunenburg.ca. The application form is also downloadable from the Town website [here](#),

Please return completed application forms by February 2, 2022 to the attention of Ann Covey as above.

Notes:

Per Council motion of December 14, 2021.

Posted December 29, 2021 with deadline of January 19, 2022; re-posted January 20, 2022 with deadline of February 2, 2022.



TOWN OF LUNENBURG VOLUNTEER APPLICATION FORM

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards.

Applicant Name: Sal Falk

Mailing Address: [REDACTED]

Street/Civic Address: [REDACTED]

Work Phone: [REDACTED] **E-mail:** [REDACTED]

Home Phone: [REDACTED] **Fax:** _____

What is the best way to contact you if we have questions about your application or require further information?

Work phone during the work week or email after hours

Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc., choices:

Anti-Racism Special Committee

Describe your relevant employment and/or volunteer experience.

Building community that centres anti-racism work and promotes awareness and education on the experiences of BIPOC has

been important to my education and work experience. I completed my studies in Canadian Studies with a focus on

"reconciliation" and Indigenous histories. After living and learning on reserve on Haida Gwaii, I gained a

better insight into the work communities have to do to address systemic racism and make spaces that are

safe and respectful for all community members. My current role as Assistant Curator at the

Fisheries Museum has also led me to working with the Black Loyalist Heritage Centre and Black Cultural Centre

on initiatives that bring forward more diverse histories representative of all Nova Scotians.

Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.

I am available evenings after 4pm

Lunenburg encourages applications from Indigenous persons, African Nova Scotians, racially visible persons, women (applying for non-traditional volunteer positions), persons with disabilities, and persons of the LGBTQ+ community.

For more information about Town Committees and Boards, please contact the Town Hall at 634-4410, ext. 225.

<p>Please return to: Ann Covey, Administrative Assistant Town of Lunenburg 119 Cumberland Street PO Box 129 Lunenburg, NS B0J 2C0 Phone: 902-634-4410 ext 225 Fax: 902-634-4416 email: admin2@townoflunenburg.ca</p>	<p><i>For Office Use Only:</i></p> <p><i>Date Received:</i> _____</p> <p><i>Circulated to:</i> _____</p> <p><i>Date Considered by Council:</i> _____</p> <p><i>Applicant Notified:</i> _____</p>
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TOWN OF LUNENBURG VOLUNTEER APPLICATION FORM

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards.

Applicant Name: **Melissa S. Labrador**

Mailing Address: _____

Street/Civic Address: _____

Work Phone: _____

E-mail: _____

Home Phone: _____

Fax: _____

What is the best way to contact you if we have questions about your application or require further information?

E-mail and/or Phone

Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc., choices:

Anti-Racism Special Committee

Describe your relevant employment and/or volunteer experience.

I work currently in land & water protection/preservation (as an L'nu guardian) in the Kespukwitk district of Mi'kma'ki. I am a visual artist, birch bark canoe builder and plant medicine teacher.

I work closely with Nova Scotia Universities (Acadia, SMU, STFX) delivering traditional ecological knowledge, traditional plant medicine knowledge, history & culture through teaching semesters, classes, art projects.

I have work with the public for years while employed with Parks Canada. My family line comes from the original family in Lunenburg, the Labradors. We also have a connection to the original bluenose through

my great-great grandfather Joe Jeremy whom made many a mast hoop for the Bluenose. Our connection to the town of Lunenburg and the county is great.

I set on a number of boards/committees on a volunteer basis both government appointed and peer appointed.

I have worked with the Town of Lunenburg over the past few years for various ceremonies such as Flag Raising and events to mark Treaty Day.

Please contact me for further information regarding relevant employment and/or volunteer experience.

Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.

Yes. On occasion I may have a prior commitment, however should be available for monthly meetings.

Lunenburg encourages applications from Indigenous persons, African Nova Scotians, racially visible persons, women (applying for non-traditional volunteer positions), persons with disabilities, and persons of the LGBTQ+ community.

For more information about Town Committees and Boards, please contact the Town Hall at 634-4410, ext. 225.

<p>Please return to: Ann Covey, Administrative Assistant Town of Lunenburg 119 Cumberland Street PO Box 129 Lunenburg, NS B0J 2C0 Phone: 902-634-4410 ext 225 Fax: 902-634-4416 email: admin2@townoflunenburg.ca</p>	<p><i>For Office Use Only:</i></p> <p><i>Date Received:</i> _____</p> <p><i>Circulated to:</i> _____</p> <p><i>Date Considered by Council:</i> _____</p> <p><i>Applicant Notified:</i> _____</p>
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PROTECTIVE SERVICES COMMITTEE MEETING RECOMMENDATION
THURSDAY, FEBRUARY 17, 2022

1. That all money received from the sale of the Lunenburg and District Fire Department's 1999 Ford truck go back to the Department to help pay for their new 2022 Ford truck with an aluminum box.
2. That Town Council approve the Mutual Aid Fire Services Agreement renewal dated December 6, 2021 and that the Mayor and Interim CAO are authorized to execute the document on behalf of the Town and to affix the municipal seal.

PROTECTIVE SERVICES COMMITTEE MEETING MINUTES

THURSDAY, FEBRUARY 17, 2022 AT 4:00 P.M.

LUNENBURG FIRE HALL

PRESENT: Deputy Mayor Peter Mosher, Chair
Councillor Ed Halverson
Councillor Susan Sanford
David Afford, Fire Districts 1 & 2 Commission Board Member
David Baugil, Fire Districts 1 & 2 Commission Board Member
Brian Keizer, Fire Districts 1 & 2 Commission Board Chair

ALSO PRESENT: Lisa Dagley, CPA, CGA, Finance Director
Cory Hodder, Assistant Deputy Fire Chief and Truck Committee Member
Kevin Malloy, Interim CAO
Heather McCallum, Assistant Municipal Clerk
Dave Robb, Deputy Fire Chief and Truck Committee Member

ABSENT: Councillor Melissa Duggan
Darren Romkey, Fire Chief

1. Call to Order

The Deputy Mayor called the meeting to order at 4:02 p.m.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Deputy Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq People.

3. Agenda

Motion: moved and seconded approval of the agenda, with the addition of an in-camera section for contract discussions. **Motion carried.**

4. Protective Services Committee October 14, 2021 Meeting Minutes

Motion: moved and seconded approval of the October 14, 2021 Committee meeting minutes. **Motion carried.**

5. Business Arising from the Minutes/Unfinished Business

- a. Replacement Schedule for Fire Trucks – Updates regarding New Rescue Truck Fabrication

Mr. Hodder and Mr. Robb confirmed that the rescue truck is on schedule to be delivered in October as expected.

- b. Cost Sharing with District 1&2 Commission

This discussion was moved to the in-camera portion.

6. New Business

- a. Fire Chief's Monthly Information Reports for October, November, December 2021 and January 2022 – information

The Fire Chief's reports were provided for information (Schedule "A"). In response to a question, Mr. Robb confirmed that members of the public who make donations to the Lunenburg & District Fire Department do receive receipts.

- b. Fire Capital and Operating Budget 2021/22 Variance Report to October 2021 – staff information report

The Finance Director provided a report for information (Schedule "B"). In response to a question, she commented that a further report on the Fire Hall Apron project would be coming before Council at its March 8, 2022 meeting.

- c. LDFD Request to Use Funds from the Sale of their 1999 Ford Truck Toward the Purchase of a New 2022 Ford Truck

The request from the Fire Chief was reviewed (Schedule "C").

Motion: moved and seconded to recommend to Lunenburg Town Council that all money received from the sale of the Lunenburg and District Fire Department's 1999 Ford truck go back to the Department to help pay for their new 2022 Ford truck with an aluminum box. Motion carried.

- d. Mutual Aid Fire Services Agreement - Renewal

The Interim CAO provided some background on the Mutual Aid Agreement, which has been in place for a significant number of years and has become a fundamental protocol. Personnel attrition/availability in volunteer fire departments and/or equipment shortages can be addressed by sharing resources. Administratively, each department absorbs its own costs. The proposed agreement is attached (Schedule "D").

Motion: moved and seconded to recommend that Town Council approve the Mutual Aid Fire Services Agreement renewal dated December 6, 2021 and that the Mayor and Interim CAO are authorized to execute the document on behalf of the Town and to affix the municipal seal. Motion carried.

7. Next Meeting Dates – A Special Meeting to review the Town Budget 2022/23 is scheduled for March 24, 2022 at 4:00 p.m. The schedule of upcoming regular meetings to be confirmed at next meeting.

8. In Camera Portion

Motion: moved and seconded to meet in camera to consider contract negotiations pursuant to section 22 (2), Municipal Government Act. Motion carried.

4:19 p.m. – The Committee recessed and met in camera.

9. Rise and Report

The public portion of the meeting resumed at 4:38 p.m. There were no motions to report.

10. Adjournment

The Chair adjourned the meeting at 4:38 p.m.

Heather McCallum, Assistant Municipal Clerk



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax -634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for October 2021

Calls

There were 16 calls this month including.

7 calls in the district (1 alarms, 3 MVCs, 2 controlled burns, 1 vehicle,)

3 calls in town (2 alarms, 1 MVC)

5 Mutual Aid (1-Riverport structure, 1 Blockhouse vehicle, 1 Martins River stand by, 2 Mahone Bay Tanker)

Total of 366 personnel responded to 19.5 hours total calls.

Averaged 22.88 members per response.

447.5 total personnel hours were spent responding to calls

There were 2 Medical calls, both Cardiac Arrests

1 call in the Town

1 call in the District.

Total of 20 personnel responded to 20 hours total calls.

Averaged 10 members per call

20 total personnel responded to 20 total hours

We currently only respond to cardiac arrests.

Training

Monthly general practice was held inside due to the weather and included Ice Rescue equipment familiarization, cascade bottle filling and Vector on line training.

Other training included driver training, MFR, and Pump operations.

Total of 73 members attended 15 hours of training for a total of 113.5 hours of training.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

194 members attended 30.5 hours of activities for a total of 428.5 personal hours were spent on these misc operational duties this month.

This included various meetings, truck checks, fire prevention week activities (such as the memorial monument service, fire drills at the Bluenose Academy and seniors apartments, open house), various meetings, funeral service of Honorary Fire Fighter Greg Chamberlain, site tour of Nova Wood Products, helping with the flu clinic and Halloween stand by, etc.

Total of 1009.5 personnel hours this month.

HIGHLIGHTS

Oct 1st-Members attended the funeral for Greg Chamberlain, honorary member of the department.

Oct 3rd-The 2021 Fire Prevention week starts.

Due to Covid, we were unable to attend a church service but was still able to hold our Memorial Monument Service. This year, Greg Chamberlains name was added.

Oct 4th-Member carried out a fire drill at Bluenose Academy.

Oct 4th-Members attended the funeral service of Auxiliary member Ethel Black

Oct 5th-Members were shocked to hear of the passing of active fire fighter David John Lobb, who passed away at home in the early hours.

David joined our department in June of 2018 and quickly became one of us and well loved. He will be missed.

Oct 5th - a former member of the Auxilary, Dorothy "Dot" Tanner passed away.

Oct 5th-Members attended annual fire drills at Cornwallis apartments and Blockhouse Hill apartments.

Oct 6th-We were scheduled to hold the Mutual Aid parade but decided to cancel it due to the death of fire fighter Lobb.

Oct 7th- The open house was well attended by members of the public who was able to view our equipment.

Outside agencies such as Dayspring and Riverport fire departments, Corkums towing and our dispatcher, Scotia Business Center were also in attendance.

Oct 9th-It was decided to cancel Our fire prevention week golf tournament, the Jeff Lilly Memorial, in respect of David John Lobb.

Oct 20th- The Officers had a tour of Nova Wood Products. This allows us to create a pre plan in the event of a fire.

Oct 21st-Members took Ladder 1 to the academy and spoke to 3 pre primary class members and showed them the truck.

Oct 29th- Members helped the Health Authority with parking and monitoring patients post flu shot

Oct 31th- Members gave out treats to Trick or Treaters on Centennial Ave.

Members were also at the hall on stand by for Halloween night.

This marks the 20th anniversary of the Anglican Church fire. Since the fire, we have not had a single fire call related to any type of Halloween pranks.

Darren Romkey



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax –634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for November 2021

Calls

There were 11 calls this month including.

5 calls in the district (4 MVCs, 1 controlled burns)

5 calls in town (3 alarms, 2 appliances)

0 Mutual Aid

Total of 252 personnel responded to 10.5 hours total calls.

Averaged 25.2 members per response.

263.5 total personnel hours were spent responding to calls

1 Medical call in the District where 13 members responded, for 1 hour, totaling 13 personal hours.

We currently only respond to cardiac arrests.

Training

Monthly general practice consisted of indoor classroom due to the weather, which included CO emergencies, pre plan of Nova Wood Products, Life flight landing and Ventilation tactics.

2 members have completed their first of 2 weekends in high angle rope rescue hosted by the Bridgewater fire department

Other training included Rope Rescue, MFR, Junior , and Pump operations.

Total of 63 members attended 31.5 hours of training for a total of 199 hours of training.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

203 members attended 35.5 hours of activities for a total of 542 personal hours were spent on these misc operational duties this month.

This included various meetings, truck checks, community events such as Remembrance Day and Christmas festivities, and the celebration of David John Lobbs life.

Total of 1004.5 personnel hours this month.

HIGHLIGHTS

Nov 6-37 active members(all dressed in pink shirts) as well as members of the Honorary and Auxiliary, and friends of the Late David John Lobb held a celebration of Life in his memory.

Nov 11th-Color party and members attended the Remembrance Day ceremony

Nov 20th-Robert Tupper, a former resident of Lunenburg, dropped in and gave us a donation of a little over \$1600. This is the second he has given in the past 3 years.

Nov 23rd-I met with Jay Walker, Co-ordinator of MFR services in Nova Scotia to discuss my concerns with the current situation in ambulance service and how it could effect the fire service MFR program.

Nov 26th-We transported Santa Claus in Engine 2 to the water front for the parade of lights. We also had members do stand by medical coverage for the event.

Nov 27th-We provided stand by coverage during the annual Christmas parade. Due to the route of the parade, getting to the station for a call would be difficult so we place a truck and crew at the intersection in from of the Knot Pub, and on Duke street in front of the legion. This allows us to respond without having to cross the parade route.
Darren Romkey



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

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Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for December 2021

Calls

There were 11 calls this month including.

5 calls in the district (3 MVCs, 2 alarms)

7 calls in town (3 alarms, 1 chimney, 1 MVC)

1 Mutual Aid stand by in Dayspring

Total of 322 personnel responded to 15.5 hours total calls.

Averaged 24.8 members per response.

330.5 total personnel hours were spent responding to calls

1 Medical call in the Town where 12 members responded, for 1 hour, totaling 12 personal hours.

Only members who are trained as Medical First Responders answer these calls.

We have 18 trained MFRs.

Training

Training is reduced during December to allow members to enjoy the holidays.

2 members completed a course in rope and high angle rescue hosted by the Bridgewater Fire Department.

Other training included our members certified in the use of the compressor to fill our SCBA and dive bottles completed a refresher.

Total of 10 members attended 20 hours of training for a total of 48 hours of training.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

86 members attended 21.5 hours of activities for a total of 182 personal hours were spent on misc operational duties this month.

This included various meetings, truck checks, storm stand bys, and public assist.

3 members spent several hours installing wiring for security cameras in the apparatus floor and I went over the use of SCBA for the water treatment plant staff.

Total of 560.5 personnel hours this month.

HIGHLIGHTS

The Superintendent sent several sets of our bunker gear to Atlantic Bunker gear for its annual inspection. All new Red Tag gear was taken this month

Dec 1-The Active members held a Christmas turkey dinner for the auxiliary.

Dec 6-The active members hosted the Junior Christmas dinner

Dec 8-Monthly truck checks and meeting.

At the December meeting the election of the Chief takes place.

I was unopposed and will be serving my 10th year.

Dec 9-A storm stand by crew was put on from midnight to 8am due to the expected snowfall of 15-30cms.

While on stand by the crew keeps all entry ways and apron clear of snow.

They also went on the roof and cleared snow from the heat pumps.

General cleaning and training is also done by the crew.

There were no calls during the stand by.

Dec 15-I gave 2 members of the weater treatment plant a refresher of the SCBA packs and its uses.

Dec 19-A storm stand by crew was put on during the snow storm. There was originaly no plan for a crew as <10cms was expected. However that was exceeded during the storm so a crew was put on. Crews kept all entry ways clear of snow, checked on gear on the trucks and did some on line training.

Dec 21-Additional Covid restrictions were announced.

Although we have stopped all non-emergency activities anyways over Christmas, the only restriction added was to limit non formal gatherings in the Club Room to a maximum of 20.

(All of our active fire fighters are double vaccinated and we have proof of vaccination on file)

Dec 28- 3 myself and 2 other members spent 4 hours running wire and installing a security camera in the apparatus floor above the compressor room door.

-we have 6 members certified to operate our compressor to fill the SCBA bottles and provide a service to local divers to fill their bottles. These members spent time on a refresher and discussion on procedures.

Dec 30-The owner of the Rum Runner needed assistance and information on hos lock box which I spoke to him about.

Dec 31-a member filled SCBA bottles for the Mahone Bay Fire Dept

Darren Romkey



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax –634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for January 2022

Calls

There were 9 calls this month including.

3 calls in the district (3 MVCs, 2 alarms)

7 calls in town (1 power lines, 1 chimney, appliance)

4 Mutual Aid stand by in Martins River, stand by in Chester Basin, 2 structure in Riverport

Total of 212 personnel responded to 28.5 hours total calls.

Averaged 23.5 members per response.

709.5 total personnel hours were spent responding to calls

0 Medical calls

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Training

Total of 31 members attended 4 hours of training for a total of 62 hours of training.

With the inclimate weather outside training is at a minnum.

Monthly practice consisted of 2 sales reps for vehicle extrication equipment demonstrated their products.

Our current equipment is over 17 years old and will soon require replacement.

The department will decide in December if we are going to replace it with our funds.

Pump operator and driver training also took place.

We also have a number of members taking on line courses that are not included in these numbers.

Misc Operational

107 members attended 48 hours of activities for a total of 333 personal hours were spent on misc operational duties this month.

This included various meetings, truck checks, storm stand bys, offered the station as a comfort station during the power outage, and members spent time going around town clearing hydrants of snow.

Our ladder truck requires the ladder be cleaned. The ladder gets cleaned of dirt, while the waterway needs to have all the grease cleaned and re greased. This is done twice a year and after use at a fire, Members just had it semi annual cleaning done when it was used at the Riverport structure fire 2 days later and had to be done again. This takes 6 members approx. 2 hours to complete.

Total of 757.5 personnel hours this month.

HIGHLIGHTS

January 10-semi annual cleaning of the aerial ladder

January 11-we assisted Riverport fire with a structure fire.

January 15-members were at the fire hall while the auditorium was offered as a comfort station during the power outage

January 16- comfort station still available

January 19-Our Annual meeting with Election of Officers

Officers for 2022

Chief Darren Romkey-by acclamation in the December 2021 meeting

The rest of the elections were held at the Annual meeting;

Deputy Chief Dave Robb by acclamation

Asst Deputy Chief Cory Hodder by acclamation

Captains Re elected

Raymond Francis

Trevor Lohnes

Shawn Lilly

Barrett Risser

Dennis LeBlanc

Dave Birles

Captains newly elected

Thorne Sutherland

Colby Rafuse

Appointments

Chief Engineer Donnie Heckman

Secretary Rob Jackson

Treasurer Raymond Francis

Lt of Communications Tony Hunt

Several years of service awards were given out

Randall Bouchie -5 year bar

Joey DeCoste-5 year bar

Emma Dominix-5 year bar

Ian Mitchell-5 year bar

Martin Walton-10 year bar

Dave Birtles-10 year bar

Barrett Risser-10 year bar

Dennis LeBlanc-20 year bar, 20 year MODL award, 20 year Federal Medal

Sheena Conrad-20 yea bar, 20 year MODL award, 20 year Federal medal

Robin Jackson-35 year bar, 35 year Provincial bar, 35 year CVSA bar

Donald Heckman-40 year bar, 40 year Federal bar, 40 year CVSA bar

Ryan Francis-16 year Town award

Cory Hodder-16 year Town award

Donald Parks 45 year Provincial bar

January 30&31-several members went around town and cleared snow away from various fire hydrants

This month department accepted Mark Corkum as a probationary member

Darren Romkey

Circulated: _____

Document No:
Meeting: Protective Services
Feb.17/22
Circulate To: Committee
File: Budget 2021/22

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA DAGLEY, FINANCE DIRECTOR

DATE: DECEMBER 20, 2021

**RE: 2021/22 FIRE CAPITAL AND OPERATING VARIANCE REPORT –
TO OCTOBER 31, 2021**

Please find enclosed the variance report to **October 31, 2021**. The period ending **October 31, 2021** represents 58% (7 months) of the fiscal year. Fire Protection expenditures are at 52%.

Index to Reports

Capital Budget Status Report	Page 1
Operating Financial Statements Summary	Page 2

Acknowledged only by:

Kevin Malloy, Interim CAO

Encls.

Capital Status Report to October 31, 2021

Any comments in BOLD are changes from the previous report

TOWN	Project	Budget	YTD Actual	Under/(Over) Budget	DH
<i>Fire Department</i>	Turnout Gear Dryer	\$9,700	\$0	\$9,700	GM
<i>Comment:</i> 100% funded by the Fire Department, item has been ordered.					
<i>Fire Department</i>	Concrete Apron Replacement (Area in front of bay doors at Fire Hall)	\$55,000	\$10,245	\$44,755	GM
<i>Comment:</i> Apron has been temporarily repaired for now. Tender package will be issued in December, closing early January. Cost Estimate to be used for budget adjustment.					

TOWN OF LUNENBURG						
Fiscal Period April 1 to October 31, 2021						
Account	AcctName	Fiscal YTD	Annual Budget	Variance	% Used	
FIRE PROTECTION ADMINISTRATION						
01-2-24-1100	FIRE PREVENTION & ADVERTISING	983.22	1,700.00	716.78	57.84	
01-2-24-1200	HONORARIUMS/MEETING PAY	2,773.45	4,700.00	1,926.55	59.01	
01-2-24-1300	LIABILITY INSURANCE	7,639.02	8,400.00	760.98	90.94	Paid for the year.
01-2-24-1350	LEGAL SERVICES	586.17	800.00	213.83	73.27	
01-2-24-1510	ASSOCIATION DUES - CHIEF & DEPARTM	230.00	800.00	570.00	28.75	
01-2-24-1520	CONVENTIONS - CHIEF	0.00	0.00	0.00	0.00	
01-2-24-1620	EMPLOYMENT BENEFITS	2,577.62	5,500.00	2,922.38	46.87	
01-2-24-1650	MEDICAL PLAN	726.21	1,100.00	373.79	66.02	
01-2-24-1700	OFFICE SUPPLIES	191.96	2,000.00	1,808.04	9.60	
Totals For:	ADMINISTRATION	15,707.65	25,000.00	9,292.35	62.83	
FIRE FIGHTING FORCE						
01-2-24-1400	WORKERS COMP. - SUPER. & SUBSTITUT	577.94	1,400.00	822.06	41.28	
01-2-24-1420	WORKERS COMP. - FIREFIGHTERS	3,067.34	6,400.00	3,332.66	47.93	
01-2-24-2010	SALARY - SUPERINTENDENT & SUBS	30,920.45	54,900.00	23,979.55	56.32	
01-2-24-2015	CAR ALLOWANCE - SUPERINTENDENT	346.20	600.00	253.80	57.70	
01-2-24-2020	FIRE DEPARTMENT STORM STAND-BY	214.50	2,100.00	1,885.50	10.21	
01-2-24-2030	HONORARIUMS - FIREFIGHTERS	50,589.14	50,600.00	10.86	99.98	Paid for year.
Totals For:	FIRE FIGHTING FORCE	85,715.57	116,000.00	30,284.43	73.89	
WATER SUPPLY AND HYDRANTS						
01-2-24-5100	FIRE PROTECTION RATES	165,407.50	331,000.00	165,592.50	49.97	Paid for 1/2 of year.
Totals For:	WATER SUPPLY AND HYDRANTS	165,407.50	331,000.00	165,592.50	49.97	
TRAINING						
01-2-24-6020	TRAINING	8,101.92	17,000.00	8,898.08	47.66	Members are taking online training packages.
Totals For:	TRAINING	8,101.92	17,000.00	8,898.08	47.66	
FIRE STATIONS & BUILDINGS						
01-2-24-3010	TELEPHONE LINE RENTAL - ALARM	1,039.83	1,900.00	860.17	54.73	Monthly cost increase.
01-2-24-7010	ANSWERING SERVICE	5,808.63	9,100.00	3,291.37	63.83	Monthly cost increase.
01-2-24-7020	TELEPHONE	2,706.51	5,000.00	2,293.49	54.13	
01-2-24-7025	DATA INFORMATION SYSTEMS	873.54	3,900.00	3,026.46	22.40	
01-2-24-7030	FUEL	1,553.94	10,000.00	8,446.06	15.54	
01-2-24-7040	INSURANCE - BUILDING	6,786.01	6,200.00	(586.01)	109.45	Paid for the year.
01-2-24-7050	ELECTRICITY	7,619.59	17,000.00	9,380.41	44.82	
01-2-24-7060	WATER	1,333.40	2,300.00	966.60	57.97	
01-2-24-7065	SEWER	8,288.85	9,900.00	1,611.15	83.73	

TOWN OF LUNENBURG						
Fiscal Period April 1 to October 31, 2021						
Account	AcctName	Fiscal YTD	Annual Budget	Variance	% Used	
01-2-24-7070	JANITOR'S SUPPLIES	269.79	2,500.00	2,230.21	10.79	
01-2-24-7080	REPAIRS TO BUILDING	1,520.37	19,000.00	17,479.63	8.00	
Totals For:	FIRE STATIONS & BUILDINGS	37,800.46	86,800.00	48,999.54	43.55	
FIRE FIGHTING EQUIPMENT						
01-2-24-7090	INTEREST ON CAPITAL LOAN	6,244.24	15,600.00	9,355.76	40.03	
01-2-24-8010	VEHICLE/EQUIP. MAINT. CONTRACT	7,128.91	13,600.00	6,471.09	52.42	Cost of Annual Pump Testing, Servicing of 21 SCBA Packs and 1 RIT Pack, 6 Month Service of Station Cascade Compressor
01-2-24-8020	GAS AND SUPPLIES	3,335.98	6,700.00	3,364.02	49.79	
01-2-24-8031	REPAIRS 2015 LADDER ('94 sold Jun/16)	382.01	5,000.00	4,617.99	7.64	
01-2-24-8032	REPAIRS Engine #2-2021 Saber	501.12	4,000.00	3,498.88	12.53	
01-2-24-8033	REPAIRS #3 '10 PUMPER	543.12	5,000.00	4,456.88	10.86	
01-2-24-8034	REPAIRS #4 '02 HEAVY RESCUE	102.20	1,500.00	1,397.80	6.81	
01-2-24-8036	REPAIRS #6 '02 TANKER	2,060.46	4,000.00	1,939.54	51.51	Cost to repair the pump panel throttle assembly.
01-2-24-8037	REPAIRS #7 '99 UTILITY	1,826.57	2,000.00	173.43	91.33	Cost to replace 4 rear tires on the truck.
01-2-24-8038	REPAIRS #8 BOAT & TRAILER	10.85	3,000.00	2,989.15	0.36	
01-2-24-8040	INSURANCE ON TRUCKS/EQUIPMENT	15,423.00	14,500.00	(923.00)	106.37	Paid for the year.
01-2-24-8050	HOSE, CLOTHING, EQUIPMENT	7,831.06	16,700.00	8,868.94	46.89	Portable TMR Radios installation and 4 dress uniform purchases.
01-2-24-8051	PPE-Turn Out Gear	0.00	12,000.00	12,000.00	0.00	
01-2-24-8060	GENERAL EQUIPMENT REPAIR	647.99	7,000.00	6,352.01	9.26	
01-2-24-8080	REPAIRS RECHARGING EQUIPMENT	2,128.69	5,000.00	2,871.31	42.57	
01-2-24-8090	RADIO AND PAGING REPAIRS	365.00	2,000.00	1,635.00	18.25	
01-2-24-9040	MEDICAL EXPENSES	75.00	1,500.00	1,425.00	5.00	
01-2-24-9045	FIREFIGHTER RECOGNITION DINNER	0.00	2,500.00	2,500.00	0.00	
01-2-24-9050	RENTAL - BLUE STORAGE BUILDING	0.00	600.00	600.00	0.00	
Totals For:	FIRE FIGHTING EQUIPMENT	48,606.20	122,200.00	73,593.80	39.78	
FIRE PROTECTION		361,339.30	698,000.00	336,660.70	51.77	



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

To the Protective Services Committee

We are currently in the process of replacing the Utility 7 truck.

This truck was originally purchased by the District as a quick attack unit, equipped with a water tank, pump, and equipment for a basic fire attack.

After 4 years it was determined that this truck was not a good fit for the way we do our operations.

The department bought this truck from the District Fire Commission in 2005, removed the pump, tank and all associated fire suppression equipment, and had it refurbished as a light utility vehicle.

This truck is currently our primary vehicle for all medical calls. It is also in our GOG to respond third out to all motor vehicle collisions, as well as a variety of other uses including day to day errands.

The department truck committee has been working with Rocky Mountain Phoenix in Bridgewater designing a replacement vehicle for this aged truck.

After several meetings a new 2022 1 Ton Ford with an aluminum box has been designed and ordered.

This truck comes in at an estimated cost of \$135 500 +tax and is being paid 100% by the fire department.

The fire department would like to sell the '99 Ford and use the money from the sale to go towards the purchase of the replacement vehicle.

We are asking the Protective Services Committee to move to recommend to Lunenburg Town Council that all money received from the sale of this truck goes back to the department to help pay for the replacement vehicle.

Thank You,

Darren Romkey

Fire Chief,

Lunenburg and District Fire Department

MUTUAL AID - FIRE SERVICES AGREEMENT

THIS AGREEMENT is made this 06 day of December, 2021.

AMONG:

MUNICIPALITY OF THE DISTRICT OF LUNENBURG, a municipal body corporate pursuant to the *Municipal Government Act*;

-and-

TOWN OF BRIDGEWATER, a municipal body corporate pursuant to the *Municipal Government Act*;

-and-

TOWN OF LUNENBURG, a municipal body corporate pursuant to the *Municipal Government Act*;

-and-

TOWN OF MAHONE BAY, a municipal body corporate pursuant to the *Municipal Government Act*;

-and-

BLOCKHOUSE AND DISTRICT FIRE DEPARTMENT, a body corporate pursuant to the *Societies Act*;

-and-

BRIDGEWATER FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the *Rural District Fire Act* of Nova Scotia;

-and-

CONQUERALL BANK FIRE DEPARTMENT, a body corporate pursuant to the *Societies Act*;

-and-

CORNWALL & DISTRICT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the *Rural District Fire Act* of Nova Scotia;

-and-

DAYSPRING & DISTRICT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

DISTRICT 1 AND 2 FIRE COMMISSION, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia

-and-

HEBBS CROSS FIRE DEPT, a body corporate pursuant to the Societies Act;

-and-

HEBBVILLE FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

HEMFORD & DISTRICT FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

INDIAN POINT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

ITALY CROSS, MIDDLEWOOD & DISTRICT FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

LAHAVE FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

LAPLAND AND DISTRICT FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

LUNENBURG & DISTRICT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

MAHONE BAY FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

THE FIRE PROTECTION COMMISSIONERS FOR THE DISTRICT OF MARTIN'S RIVER, a body corporate pursuant to the Societies Act and/or incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

MADERS COVE FIRE PROTECTION COMMISSION, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

MIDVILLE AND DISTRICT FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

NEW GERMANY VOLUNTEER FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

NORTHFIELD DISTRICT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

OAKHILL & DISTRICT FIRE DEPARTMENT, a body corporate pursuant to the Societies Act;

-and-

PETITE RIVIERE VOLUNTEER FIRE DEPARTMENT, a body corporate pursuant to the Societies Act.

-and-

PLEASANTVILLE & DISTRICT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

RIVERPORT FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

TRI DISTRICT FIRE/RESCUE, a body corporate pursuant to the Societies Act.

-and-

UNITED COMMUNITIES FIRE DEPARTMENT, incorporated by an Act of the Nova Scotia Legislature and/or the Rural District Fire Act of Nova Scotia;

-and-

WALDEN VOLUNTEER FIRE DEPARTMENT, a body corporate pursuant to the Societies Act.

-and-

WILEVILLE FIRE DEPARTMENT, a body corporate pursuant to the Societies Act.

(hereinafter referred to collectively as “the Fire Departments”)

WHEREAS the Municipality of the District of Lunenburg, the Town of Bridgewater, the Town of Mahone Bay, and the Town of Lunenburg are enabled by Part 10 of the *Municipal Government Act* to provide fire and emergency services;

AND WHEREAS the Municipality and the Towns have caused the Fire Departments (including fire commissions) to be registered with their respective municipal units in order to provide such fire and emergency services;

AND WHEREAS the Fire Departments have had, for many years, an existing and effective mutual aid system in place within the Municipality and the Towns;

AND WHEREAS a fire or other emergency could affect any Town or community in the Municipality to such a degree that the resources of a local Fire Department would be inadequate to cope with the situation;

AND WHEREAS the Municipality, the Towns and the Fire Departments wish to make pre-arrangements for the quickest possible reaction in support of any one Fire Department or community which may be affected or threatened by fire or emergency and require assistance.

WITNESS that in consideration of the mutual promises and covenants contained herein, the parties, both individually and collectively, agree to and with one another as follows:

RESPONSE TO CALL

1. Subject to the availability of fire fighters and equipment, each Fire Department will respond to a call for assistance with such fire fighters and equipment as may be requested by any other Fire Department in a fire or emergency.

CHIEF'S AUTHORITY – RESPONDING DEPARTMENT

2. The Chief of the Fire Department receiving a request for assistance shall have the sole discretion to determine what assistance can be given and what fire fighters and equipment can be made available, and shall have the right to request withdrawal of such assistance when and to the extent that, in the assisting Chief's judgment, circumstances and their responsibilities require them to do so, and such request shall not be unreasonably refused by the Chief of the Fire Department which requested the assistance.

REQUEST FOR ASSISTANCE

3. Any call for fire fighting or emergency assistance purporting to be made by the Chief of any Fire Department shall constitute a request for such assistance pursuant to this Agreement, and such calls for mutual aid shall specify the type and extent of aid required.

LINE OF AUTHORITY

4. At the fire or emergency scene the assisting Fire Department shall remain under the direction of its Chief at the fire scene who shall make himself at the disposal of the Chief of the Fire Department requesting assistance.

PERIOD OF ASSISTANCE

5. For the purposes of this Agreement, the period of assistance shall be deemed to commence immediately upon arrival of the first vehicle of the assisting Fire Department at the fire or emergency site and to end upon its release or termination of duties, exclusive of any period during which its equipment may be immobilized at the fire scene by reason of accident or mechanical breakdown and during which it may be prevented by mechanical defects or deficiencies in its equipment from useful employment in fighting the fire or responding to the emergency.

MUTUAL ASSISTANCE RECIPROCAL

6. All Fire Departments hereto agree that mutual assistance at fire or emergencies is reciprocal and that no demand will be made by any Fire Department for monetary reward.

NO CLAIMS FOR LIABILITY

7. No Fire Department shall have nor assert any claim against any other Fire Department or the Municipality for loss, damage or injury to personnel or property attributable to the performance of this agreement.

INDEMNITY BY REQUESTING DEPARTMENT

8. Other than for matters associated with ownership and operation of vehicles, the Fire Department requesting the assistance shall indemnify and save harmless any Fire Department rendering the assistance from and against any and every claim or demand by a person not a party to this Agreement that:

(a) is based on an event that occurs during a period of assistance as defined in Paragraph 5; and

(b) is attributable to or, in any way, connected with the performance by either party of its obligations under this agreement;

CHIEF – EXPANDED MEANING

9. In this Agreement the expression “Chief” means in the absence of such officer, their designate, their deputy or any other person discharging their duties or responsibilities for the time being.

PROCEDURE FOR TERMINATION

10. (a) This Agreement shall remain in force from the effective date until it is terminated, and it may be terminated at any time by any Fire Department giving to the Municipality a written notice naming therein a date at least three (3) months from the giving of such notice upon which this Agreement is to terminate, and on the date so named this Agreement shall be at an end for the Fire Department but not otherwise, and without prejudice, to any Fire Department arising hereunder prior to its termination.

(b) The Municipality shall upon receipt of such notice forthwith send a copy of such notice to all the other Towns and Fire Departments who are parties to this Agreement.

RESPONSIBILITY OF CHIEFS

- 11. The Chiefs of the Fire Departments shall be responsible for such mutual consultation and the adoption of such measures as they deem expedient in order to familiarize the fire fighters of each Fire Department with the fire and emergency risks and the fire protection or emergency facilities available to meet them in the area for which any other Fire Department hereto is responsible.

NON-INCORPORATED DEPARTMENTS

- 12. The Fire Department within certain Towns and/or communities may not be incorporated but are part of the town and/or community services and the Towns and/or Municipality in executing this Agreement do so on behalf of their respective Fire Departments. Similarly, incorporated fire commissions in executing this agreement do so on behalf of the fire department in their jurisdictions.

COUNTERPARTS

- 13. This agreement may be executed in counterparts and is binding upon all signatories hereto whether any intended signatory shall not have executed this Agreement.

ADDITIONAL PARTIES

- 14. Other municipalities, towns, villages, fire commissions or fire departments may become parties to this Agreement by executing a schedule to this Agreement including their willingness to abide by the terms and conditions contained herein.

IN WITNESS WHEREOF this Agreement has been executed and, where appropriate, the corporate seal has been affixed by the Municipality, the Towns and by the Fire Departments.

SIGNED, SEALED AND DELIVERED)
in the presence of)

**MUNICIPALITY OF THE DISTRICT
OF LUNENBURG**

Witness)

Per:)

Per:)

Witness

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TOWN OF BRIDGEWATER

Per:

Per:

Witness

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TOWN OF LUNENBURG

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TOWN OF MAHONE BAY

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BLOCKHOUSE AND DISTRICT FIRE DEPARTMENT

Per:

Per:

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BRIDGEWATER FIRE DEPARTMENT

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**CONQUERALL BANK FIRE
DEPARTMENT**

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**CORNWALL & DISTRICT FIRE
DEPARTMENT**

Per:

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**DAYSRING & DISTRICT FIRE
DEPARTMENT**

Per:

Per:

MEMORANDUM

TO: TOWN COUNCIL

**FROM: IAN TILLARD, ENGINEERING CONSULTANT AND
DENNIS MACPHERSON, M. Eng., P.Eng, TOWN ENGINEER**

DATE: FEBRUARY 09, 2022

**RE: WASTEWATER TREATMENT PLANT UPGRADE – APPROVAL TO
PROCEED WITH A GRANT APPLICATION**

1. FACTS

The purpose of this memo is to provide the background for and a request to approve the submission of a grant application for the full scope of the Wastewater Treatment Plant (WWTP) Upgrade. There has been a call for applications under the Green - Environmental Quality Stream of the Investing in Canada Infrastructure Program (ICIP).

2. ISSUES AND OPTIONS ANALYSIS

The many reports over the past two years regarding the WWTP upgrade culminated in Council's approval on September 28, 2021, to proceed with the project as laid out in the CBCL Proposed Implementation Plan dated 19 August 2021. This plan recommends that the Town upgrade the WWTP using SBR (Sequencing Batch Reactor) technology and to relocate the plant outfall to a new location.

On December 14, 2021 Council approved to proceed with an extension of the initial WWTP Near Term and Long-Term pre-design work to further refine some specific engineering aspects, to update the cost estimates and to update the overall project plan. The scope of this work (which is currently underway) is:

1. Preliminary geotechnical investigation of the area that would contain the new tanks required for the SBR option.
2. Preliminary design of the SBR tanks.
3. Advance the design of the process equipment to refine equipment sizing and determine electrical requirements. Conduct a more in-depth assessment of future needs, plant sizing etc.
4. Advance the electrical design based on the refined equipment selections and determine configurations for the main service and standby generator.
5. Update the execution plan and cost estimates.

The application period opened February 3rd and closes March 31, 2022. To support the funding requests, staff consider it important to submit as early as possible in the process as that should yield the best chance of success. To support this objective, the current work priorities are:

1. To revise the implementation plan and estimates. This will be based on the scope as currently identified and on projections for construction costs in future years and will be ready for any early funding deadline.
2. To incorporate findings from the technical assessments underway currently, as described above. Should the funding submission date coincide with the results of this work, then the results will be included in the request. Having this initiative underway will be looked on positively by the funding agency as evidence that the project is ready to proceed, and that Lunenburg is taking the appropriate early steps.

Consideration was given to including the Outfall Extension in the funding request, however there are some issues that have been identified resulting in staff **not** recommending that this proceed as a joint request.

Issues include:

1. The project timelines are different. The WWTP upgrade can proceed in the very near future and the Outfall project cannot.
2. There are a couple of early activities that need to be addressed for the Outfall Extension to have a firm scope. Firstly, is the land or Right of Way (ROW) acquisition at the outfall location and secondly is environmental permits. Both items are potentially year long or so activities with uncertain outcomes and both require consultation with several agencies, lawyers, private companies and potentially others.
3. In addition, there is the financial capacity of the Town to consider.

Staff concluded that these issues may jeopardize success of a current funding application.

3. FINANCIAL IMPACT

There is a financial commitment for the Waster Water Treatment Plant Upgrade with SBR. The preliminary estimate for the project is \$9,982,000. The ICIP funding may fund up to 73.33% of eligible project costs. The Town's contribution of 26.67% will be \$2,662,000 and will be funded with a capital borrowing.

Considering the risks to the project timeline and the current estimated cost for the outfall (\$2,267,000) it is not recommended to incorporate it into the funding application, to do so could negatively restrict the Town's ability to invest in other necessary infrastructure projects.

There is no financial impact associated to develop and submit a funding application. The work required for the funding application will be accommodated in existing operating budgets.

4. STRATEGIC PLAN RELEVANCE

This project is part of the “Servicing and Facilities” Strategic Direction of Project Lunenburg’s Comprehensive Community Plan approved by Council in November 2020. Specifically, this project relates to the Strategic Direction Action to make “Upgrades to the wastewater treatment plant.”

5. RECOMMENDATION AND DRAFT MOTION

Staff are recommending that an application for funding of the WWTP Upgrade be prepared and submitted to the Green - Environmental Quality Stream of the Investing in Canada Infrastructure Program.

Draft Motion:

Motion: moved and seconded that the **Town of Lunenburg** submit the project titled: **Lunenburg Wastewater Treatment Plant Upgrade with SBR** for funding through the Investing in Canada Infrastructure Program – (**Green Environmental Quality Infrastructure Stream**); and that Council supports the project and commits to provide its share (**\$2,662,000**) toward the **\$9,982,000** project cost.

Acknowledged by:

Kevin Malloy
Interim CAO

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA KENDALL, MUNICIPAL ENGINEER / PROJECT MANAGER

DATE: FEBRUARY 9, 2022

RE: TOWN HALL EXTERIOR RESTORATION

1. FACTS

The Town Hall Exterior Restoration Request for Proposals closed on January 13, 2022. This report includes a recommendation for Town Council to approve the request to carry over this project to the 2022/23 fiscal year, increase the project budget, and to pre-approve this project.

2. ISSUES AND OPTIONS ANALYSIS

The Town Hall Exterior Restoration Request for Proposals (RFP) includes the completion of an exterior condition assessment of the Town Hall building and the development of a tender package for the exterior restoration work. The amount approved in the 2021/22 Capital Budget for this project is \$50,000. There has been a lot of other activity happening in 2021/22 which has stretched resources, so the project has fallen behind the original planned schedule of completing the tender package in the 2021/22 fiscal year. The proposed updated project schedule is outlined as follows:

- 2022/23 – exterior condition assessment and tender package for exterior work
- 2023/24 – start exterior work
- 2024/25 – continue and finish exterior work
- 2024/25 – interior condition assessment and tender package for interior work
- 2025/26 – start interior work
- 2026/27 – continue and finish interior work.

The RFP for this project closed on January 13, 2022, and proposals must remain open and available for acceptance by the Town for 90 days after the Closing Time. Thus, the contract needs to be awarded on or before April 13, 2022.

Request for Proposal Results

The following is a summary of the proposal prices submitted for this project excluding HST.

Company	Proposal Price (excluding HST)
DSRA Architecture	\$ 120,500
Fishburn Sheridan Atlantic Inc.	\$ 81,319

The two (2) proposals are both of similar strength in terms of corporate and project team experience, project personnel experience and education, and project management and methodology. Both proposals included all of the required project activities and deliverables in the RFP. Fishburn Sheridan Atlantic Inc. (Fishburn) has provided the lowest price, at approximately \$40,000 less than DSRA. In addition, Fishburn's proposal included quality assurance reviews/contract administration during the construction phase of the project. Reference checks completed to date for Fishburn have been favourable.

3. FINANCIAL IMPACT

The amount approved in the 2021/22 Capital Budget for the Town Hall Exterior Restoration tender package is \$50,000 (funded with Deed Transfer Taxes) including the net HST. The updated estimated project cost is now \$95,000 for the 2022/23 fiscal year. The updated estimate includes the proposed price, plus 10% contingency and net HST.

In December 2021, staff identified a Parks Canada grant that could potentially offset some of the cost of this project. A funding application was submitted to Parks Canada in early January for the maximum amount of \$25,000. This funding program is for the 2022/23 fiscal year.

	2022/23 Budget Funding
Deed Transfer Taxes	\$ 70,000
Parks Canada Grant*	\$ 25,000

*If grant application is unsuccessful, the Deed Transfer Tax funding will be increased to cover the entire project.

4. STRATEGIC PLAN RELEVANCE

This project is part of the Servicing and Facilities Strategic Direction of the Town's Comprehensive Community Plan; a town where the long-term infrastructure needs of the community are met through strategic management and incremental, well-phased upgrades that are financially sustainable.

5. **RECOMMENDATION AND DRAFT MOTION**

It is recommended that Town Council approve the following:

- Confirm project carried forward to the 2022/23 fiscal year.
- Increase and pre-approve the Capital Budget for this project from \$50,000 to \$95,000.
- The Town Hall Exterior Restoration exterior condition assessment and tender package project will be awarded by staff to Fishburn Sheridan Atlantic Inc. for the estimated contract price of \$81,319 plus HST as per our Purchasing Policy.

Draft Motion:

Moved and seconded that the Town Hall Restoration Tender Package Project be carried forward to the 2022/23 fiscal year in the pre-approved amount of \$95,000 with funding from a combination of Deed Transfer Taxes and a potential Parks Canada grant.

Acknowledged only by:

Kevin Malloy
Interim CAO

Circulated: _____

Document No: E-RTN-001
Meeting: Council
Circulate To: Council, BR, JL, JM, PB
File: Water/Wastewater - General

MEMORANDUM

TO: TOWN COUNCIL

FROM: DENNIS MACPHERSON, M.Eng., P.Eng., TOWN ENGINEER

DATE: FEBRUARY 11, 2022

RE: OCTOBER 2021 TO DECEMBER 2021 WASTEWATER: QUALITY TEST RESULTS

1. FACTS

The Nova Scotia Environment “Approval” documents to operate for the Wastewater Treatment Plant (Class II wastewater treatment facility) require that certain tests be carried out to verify the quality of treated wastewater at the plant. There are also Federal testing standards that must also be followed. Routine testing is conducted both in the Town of Lunenburg (TOL) labs at the WWTP and independently by accredited laboratories to determine compliance levels with both the Provincial and Federal standards. If any test result exceeds the standards, then explanations are provided. This report provides a monthly and quarterly summary of these results.

The timing of this document follows from the testing schedule at the WWTP, which is performed on a quarterly cycle. The next Council report will be prepared at the end of the next quarter.

At the end of each year an annual report is also prepared for the treatment plant and filed with the Provincial and Federal governments.

2. ISSUES AND OPTIONS

The Lunenburg WWTP was issued an amended Approval to Operate by Nova Scotia Environment in 2020. The requirements of this Approval, as well as the Federal Requirements are summarized below:

Provincial Approval 2012-082710-02 Testing Requirements

<p>Treated wastewater must be tested a minimum of five times per month (once per week) for:</p> <ul style="list-style-type: none"> • Carbonaceous Biochemical Oxygen Demand (CBOD, maximum 20 mg/L) • Suspended Solids (SS, maximum 20 mg/L); and • <i>E. coli</i> (maximum 1000 counts/100 mL).
<ul style="list-style-type: none"> • pH is tested daily (five times per week). Acceptable pH is in the range 6.0 - 9.0.
<ul style="list-style-type: none"> • The facility is considered to be in “compliance with the treated effluent discharge criteria if the average value calculated for the averaging period meets the specified limits. All average residuals shall be the arithmetic mean with the exception of <i>E. coli</i>, which shall be the geometric mean.” The averaging period is defined as quarterly.

Federal Wastewater Systems Effluent Regulations Testing Requirements

<p>Treated wastewater must be tested every two weeks for:</p> <ul style="list-style-type: none"> • Carbonaceous Biochemical Oxygen Demand (CBOD maximum 25 mg/L) • Total Suspended Solids (TSS maximum 25 mg/L) • Un-ionized ammonia (maximum 1.25 mg/L) and • pH (between 5.5 - 9.5)
<ul style="list-style-type: none"> • Acute Lethality Tests are mandated to be conducted quarterly. In this test, rainbow trout are used to determine if they can survive in wastewater effluent over a 96-hour period. According to the regulations, if four consecutive Acute Lethality Tests pass when taken quarterly (over a year), then the testing for acute lethality can be reduced to once per year. The WWTP is currently on the reduced program of one lethality test per year.

Results

The required number of tests per month for CBOD, SS, *E. coli* and pH were carried out, and all pH tests were within the required ranges.

Quarterly Averages:

Quarterly averages for this reporting period are summarized in the following table. As per the Approval, an arithmetic mean is used for CBOD and SS, and a geometric mean is used for *E. coli*.

Quarter	Quarterly Average		
	CBOD (20 mg/L)	SS (20 mg/L)	<i>E. coli</i> (1000 counts/100 mL)
Qtr. 3 2021	3.2	9.3	31

There was one instance in November 2021 where TSS was above the provincial standard, at 21 mg/L. Furthermore, there was one instance in December 2021 where *E. coli* was above the provincial standard, at 2400 counts/100 mL. Exceedances were due to high wastewater flows, which lead to upset conditions in the months of November and December. Nonetheless, on a quarterly average basis, which is the basis for meeting the requirements in the Provincial Approval, CBOD, SS and *E. coli* test results all met the Provincial and Federal requirements.

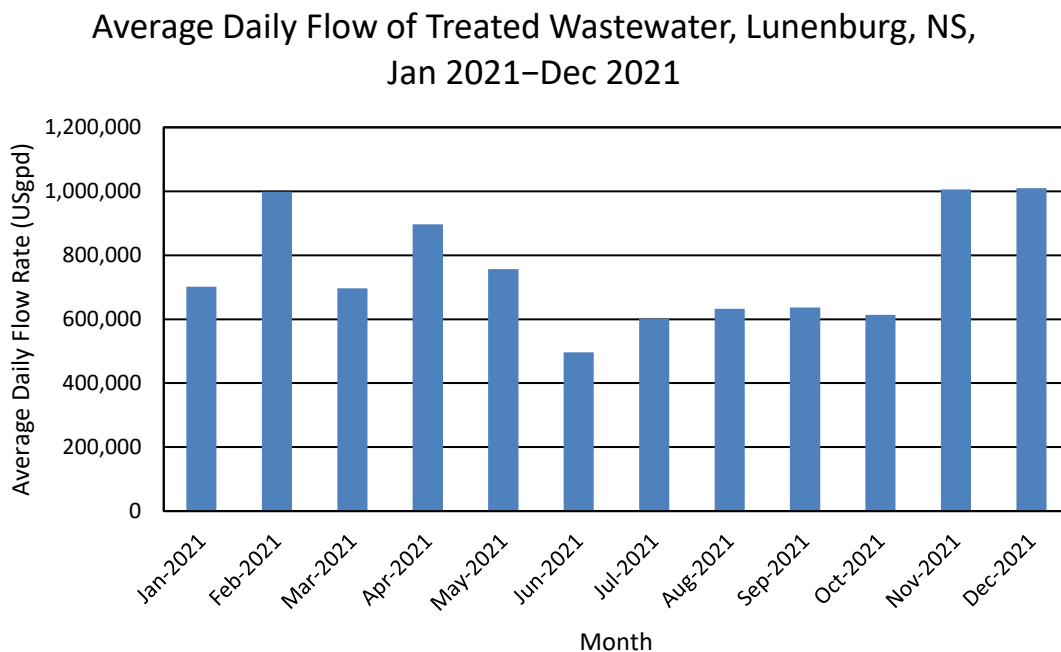
Lethality Testing:

According to the *Wastewater Systems Effluent Regulations* we are now only required to test for acute lethality yearly because the last four consecutive samples passed the test requirements.

Acute lethality testing was performed on November 17, 2021. Results came back as 0% lethal, therefore no trout died during this test.

Average Monthly Daily Flow of Wastewater:

The following graph shows the monthly flows for the wastewater treatment plant over the past year:



3. FINANCIAL IMPACT

Funds are included in the Wastewater Treatment Plant operating budget to pay for these effluent quality tests.

4. STRATEGIC PLAN RELEVANCE

Strategic Planning Goal #3. A. (a.) of the Town's Strategic Plan is to "Champion opportunities for our community's health and well-being by ... Protecting our natural environment ... Continue to provide solid waste management, sewage treatment and high-quality water to all of our residents".

5. RECOMMENDATION

This report is provided for Town Council's information.

Acknowledged only by:

Kevin Malloy,

Interim CAO

Encls. X

Circulated: _____

Document No: C-RTN-001
Meeting: Council
Circulate To: Council, BR, JL, JM, PB
File: Water/Wastewater - General

MEMORANDUM

TO: TOWN COUNCIL

FROM: DENNIS MACPHERSON, M.Eng., P.Eng., TOWN ENGINEER

DATE: FEBRUARY 11, 2022

RE: POTABLE WATER, QUALITY TEST RESULTS: OCTOBER 2021 TO DECEMBER 2021

1. FACTS

The Nova Scotia Environment and Climate Change (NSECC) Approval documents to operate for the Water Treatment Plant (WTP) require that certain tests be carried out to verify the quality of treated potable water. There are also Federal testing standards that must be followed. Routine testing is conducted in the Town of Lunenburg (TOL) lab at the WTP, and independently by accredited laboratories to determine compliance levels with both the Provincial and Federal standards. If any test result exceeds the standards, then explanations are provided. This report provides a monthly summary of these results.

The timing of this document follows from the testing schedule at the WTP, which is performed on a quarterly cycle. The next Council report will be prepared at the end of the next quarter.

At the end of each year an annual report is also prepared for the WTP and filed with the Provincial and Federal governments.

2. Summary of Water System Performance

The TOL water system operates according to two Nova Scotia Environment Approvals:

- Approval for Operation – Water Treatment Facility (Approval # 2010-071794-01)
- Approval to Withdraw Water – Dares Lake (Approval # 2011-079411)

2.1 Water Quality

The Approval to Operate document requires the following water quality sampling:

- Weekly total coliform and fecal coliform tests for water entering the distribution system and various water distribution system sample points (maximum none/100 mL).
- Monthly tests for aluminum.
- Quarterly tests for parameters for corrosion control:
 - Lead (maximum 0.005 mg/L).
 - Manganese (maximum 0.12 mg/L).
- Quarterly tests for disinfection by-products:
 - Trihalomethanes (maximum 0.1 mg/L).
 - Haloacetic acids (maximum 0.08 mg/L).
- Turbidity at each filtration unit must be between 0.1-0.3 NTU measured continuously.
- Chlorine residual must be between 0.2-4.0 mg/L measured continuously.
- The Province can also request virus testing for *Giardia* and *Cryptosporidium* at any time. Treatment efficiencies are required to meet:
 - 3-log reduction (99.9%) of *Giardia* and *Cryptosporidium*.
 - 4-log reduction (99.9%) of viruses.
- Treatment must also limit corrosion of water distribution and/or plumbing systems and reduce odors.

Federal Guidelines for Monitoring Public Drinking Water Supplies require annual testing of raw water and treated water for compliance. A more in-depth assessment is required every five years.

Results

From October to December 2021, all weekly, monthly, and quarterly regulatory testing and in-house daily testing complied with the Approval requirements. The following table summarizes the sampling results for this quarter, including parameters identified in the Approval to Operate. This table reports periodic turbidity and chlorine residual testing, but not continuous testing. Turbidity and chlorine residual are continuously monitored and recorded on the WTP Supervisory Control and Data Acquisition (SCADA) system. There are safeguards in place that automatically raise alarms for the operator and shut down equipment when the required conditions are not met.

Parameter Tested	Approval Limit	Exceeded Approval Limit
Aluminum	<0.1 mg/L for conventional treatment	None
	<0.2 mg/L for other treatment	None
Lead	<0.005 mg/L	None
Manganese	<0.12 mg/L	None
Trihalomethanes	<0.1 mg/L	None
Haloacetic Acids	<0.08 mg/L	None
Turbidity	0.1-0.3 NTU	None
Chlorine Residual	0.2-4.0 mg/L	None
Total Coliforms	None/100 mL	None
Fecal Coliforms	None/100 mL	None
Comment: None		

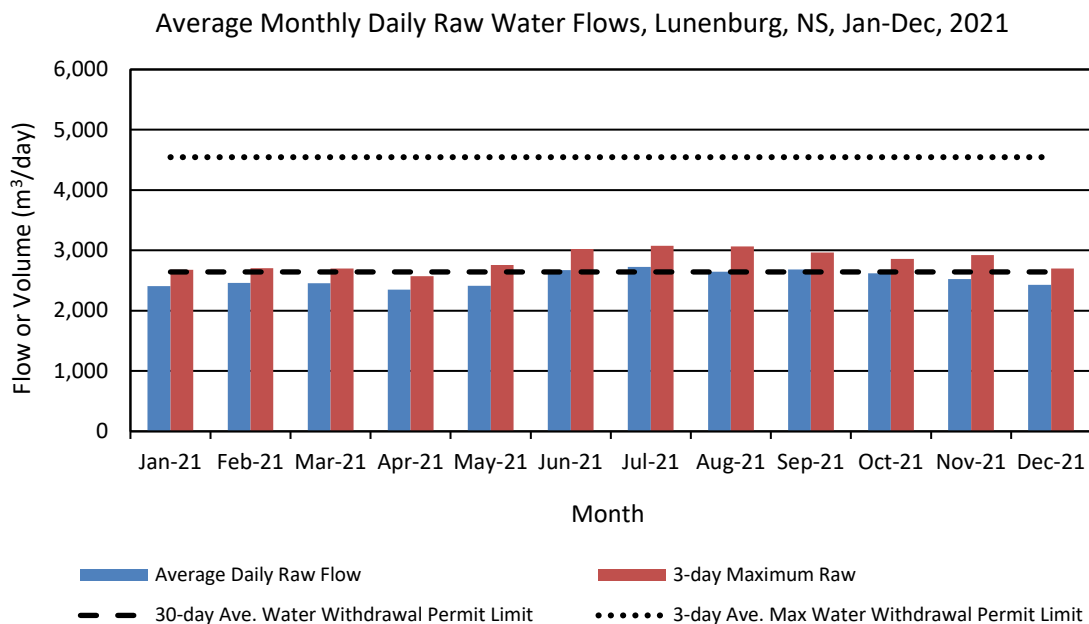
2.2 Raw and Treated Water Flows

The WTP withdraws water from Dares Lake and can withdraw water at a rate outlined in the Approval to Withdraw Water. The approved rates of withdrawal are as follows:

- Average rate of withdrawal: 2,634,000 L/day (averaged over 30 days).
- Maximum rate of withdrawal: 4,546,000 L/day (averaged over 3 days).

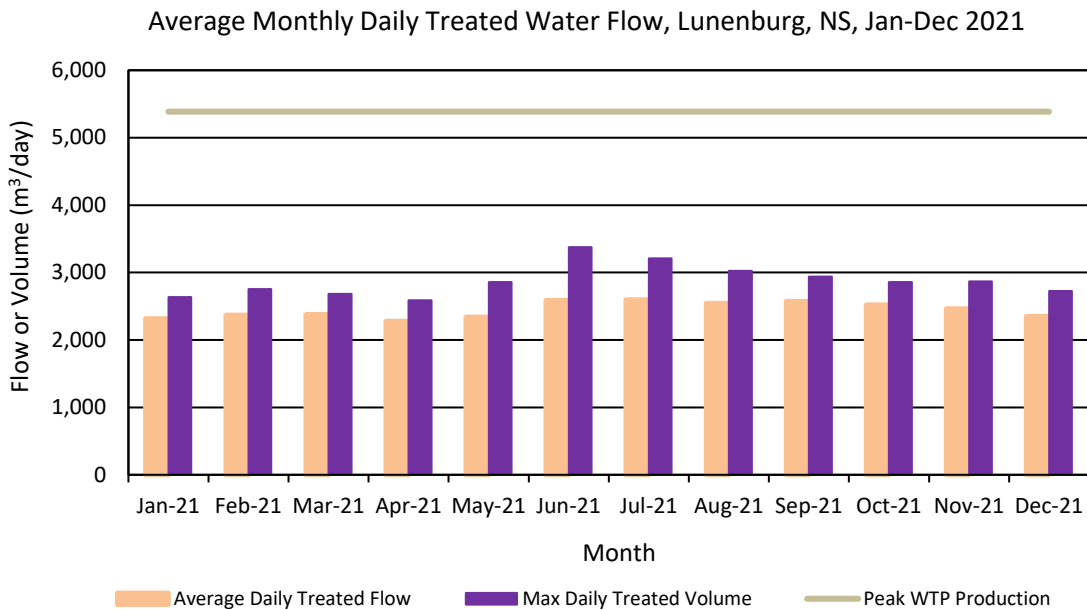
Average Monthly and Daily Flow of Raw Water:

The following graph shows the historical monthly flows and the 3-day maximum flows for the raw water entering the WTP in 2021:



Average Monthly and Daily Flow of Treated Water:

The following graph shows the historical monthly flows and the maximum daily flow for the treated water from the WTP in 2021:



Results

The average daily raw water flow did not exceed the 30-day average Water Withdrawal Permit Limit during this quarter. The Town is still in the process of renewing the Water Withdrawal Permit and is requesting a higher withdrawal limit.

The 3-day maximum average withdrawal limit was not exceeded this quarter.

The average daily treated water flow did not exceed the peak production rate within this quarter.

2.3 Water Main Breaks and Repairs:

There were two leaks reported in this quarter, both of which in December 2021:

1. December 8, 2021, on Brook Street. A 3/4" copper line pinhole leak, just downstream from the valve at the main. This copper line was replaced from the valve at the main to the curb stop.
2. December 20, 2021, on Masons Beach Road. A 3/4" plastic pipe cracked, almost at the end of the line serving MBR.

2.4 Complaints

Complaints were not reported this quarter.

3. FINANCIAL IMPACT

Funds are included in the WTP operating budget to pay for these water quality tests.

4. STRATEGIC PLAN RELEVANCE

Strategic Planning Goal #3. A. (a.) of the Town's Strategic Plan is to "Champion opportunities for our community's health and well-being by ... Protecting our natural environment ... Continue to provide solid waste management, sewage treatment and high-quality water to all of our residents".

5. RECOMMENDATION

This report is provided for Town Council's information.

Acknowledged only by:

Kevin Malloy,

Interim CAO

Encls. X