



AGENDA

Town of Lunenburg Council Meeting

Tuesday, July 13, 2021 at 6:00 p.m.

Lunenburg Town Hall, 120 Townsend Street

(N.B. - 18 person maximum in person attendance, members of public asked to contact Town Office at 902 634 4410 to determine if there is available seating; live broadcast on Town's YouTube channel; agenda subject to change due to additions and/or amendments)

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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 to approve

Motion: moved and seconded approval of the agenda.

4. June 22, 2021 Council meeting minutes - motion to approve

Motion: moved and seconded approval of the June 22, 2021 Council meeting minutes.

5. Public Hearings, Presentations and Questions
6. Correspondence, Petitions and Proclamations Consideration
7. Business Arising from the Minutes/Unfinished Business

- a. Deed Transfer Tax Bylaw draft amendment second/final reading – draft motion

Motion: moved and seconded final reading and approval of amendments to the Deed Transfer Tax Bylaw setting a new rate of 1.5% and related provisions to be advertised in the local newspaper which shall be the Bylaw amendment effective date.

- b. Request of Lunenburg and District Fire Department to Award an RFP Contract for a Replacement Fire Rescue Truck – report and draft motion

Motion: moved and seconded award of the Fire Rescue vehicle proposal from Micmac Fire & Safety Source Ltd. at a cost of \$618,315, plus net HST and a \$10,000 contingency, plus net HST for any unforeseen expenses that may arise during the building of the truck.

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

9. New Business

- a. Bicycle NS Active Transportation Pilot Project – staff report and draft motion

Motion: moved and seconded the appointment of a Blue Route Hubs Project Team, coordinated by Bicycle Nova Scotia, consisting of the Recreation Director and Facilities/Project Superintendent, Councillor _____, and Lunenburg residents. The Project Team shall make a pilot project recommendation to Council for approval. The Project Team will dissolve at the end of the pilot project.

- b. Lunenburg and District Fire Department Request to Purchase Various Items for Water/Ice Rescue Operations from the Town’s Joint Equipment Account – letter of request and draft motion

Motion: moved and seconded approval of a transfer of funds from the Town’s Joint Equipment Account to Lunenburg and District Fire Department in the amount of \$9000 to purchase ice rescue equipment.

10. Meet in camera

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

11. Resumption of Council meeting in public session - motion to consider any in camera meeting notices of motion and 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>
Cultural Action Plan	Corporate Services	September 8, 2020	Staff will prepare a report about what the expectations of Town are and suggested resources	Assistant Municipal Clerk will prepare a report for August 10, 2021 Council meeting
Watershed boundary extension and land management plan with external resources	Public Works	October 13, 2020	Staff will prepare a report for Budget 2022/23 consideration	Town Engineer preliminary report anticipated for September 28, 2021 Council meeting
Draft amendment to the Committees of Council Policy providing for an initial staff review and recommendation of all future citizen applicants for Town Committees	Corporate Services	June 22, 2021	Draft amendment will be prepared	Assistant Municipal Clerk will draft amendments for August 10, 2021 Council meeting

TOWN OF LUNENBURG COUNCIL MEETING MINUTES

TUESDAY, JUNE 22, 2021 AT 6:00 P.M.

ZOOM VIRTUAL MEETING AND LIVE BROADCAST

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

ALSO PRESENT: Lisa Dagley, CPA, CGA, Finance Director
Heather McCallum, Assistant Municipal Clerk
Bea Renton, Chief Administrative Officer
Dawn Sutherland, Planning/Development Manager
Ian Watson, Upland Planning and Design, Town Planning
Consultant

1. Call to Order

The Mayor called the meeting to order at 6:00 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 with the deletion of agenda item #9 e. which was earlier withdrawn by the applicant.

Council requested and agreed with the recommendation of the Planning/Development Manager that all letters submitted respecting and since the Planning Advisory Committee public information meeting for 101 Masons Beach Road Development Agreement extension application #8 a. (Schedule A) will be referred to the July 27 Council public hearing for consideration.

The motion was put and passed.

4. June 8, 2021 Council meeting minutes

Motion: moved and seconded approval of the June 8, 2021 Council meeting minutes.
Motion carried.

5. Public Hearings, Presentations and Questions
6. Correspondence, Petitions and Proclamations Consideration
 - a. 60 Day Public Engagement: NS Sustainable Development Goals Act and a new Climate Change Plan for Clean Growth
7. Business Arising from the Minutes/Unfinished Business
 - a. 2021 Heritage and Planning Advisory Committees Public Membership Applications

The following applications were received for Council consideration: Danielle Graham, E. Patricia MacDonald and Philip Mitchell for the Heritage Advisory Committee; and Virginia Stephen, Colin Whitcomb, Ronald Bachman and Philip Mitchell for the Planning Advisory Committee.

Motion: moved and seconded the appointment of E. Patricia MacDonald to the 2021 Heritage Advisory Committee as a citizen member. Motion carried.

Motion: moved and seconded the appointment of Colin Whitcomb to the 2021 Planning Advisory Committee as a citizen member. Motion carried.

Motion: moved and seconded that staff prepare for Council consideration a draft amendment to the Committees of Council Policy setting out an initial staff review and recommendation of all future citizen applicants for Town Committees. Motion carried.

- b. Comprehensive Community Plan Quarterly Report 2021/22

Staff presented the first quarterly work progress report for fiscal 2021/22 (**Schedule B**).

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion
 - a. Planning Advisory Committee Public Information Meeting Minutes May 19, 2021

The Planning/Development Manager presented additional materials regarding the Planning Advisory Committee's recommendation and status of the Development Agreement amendment application (**Schedule C**). She advised that any public submissions received since the Committee's public information meeting and Council's potential July 27 public hearing would be referred to the latter for Council consideration at that time before a decision is made. She noted that the existing planning documents apply to this application as the proposed revisions have not yet been adopted.

Motion: moved and seconded the proposed amendment to the 101 Masons Beach Road Development Agreement by:

3.1 allowing for a two year extension to commencement by amending Part 9. Termination of Agreement as follows:

- a. In the first paragraph, after *commences more than*, delete "10" and insert "12" before *years from the date of this agreement*;

- b. In the first paragraph, after *this agreement requires* delete “an” and insert “a further” before *amending agreement*;
 - c. In the third line of 9.(b), after *sixty (60) months of the date of this* insert “amending” before *agreement*;
 - d. In the third line of 9.(c), after *sixty (60) months or longer* insert “(which period is fully after the date of the amending agreement)”;
- AND

3.2 to reference multi-unit dwellings in 1. Use as follows:

a. after *bed resort hotel*; and delete

- sixty (60) residential condominium units; and
- thirty (30) apartments

insert

- multi-unit dwelling with sixty (60) units (shown as Building C); and
- multi-unit dwelling with thirty (30) units (shown as Building D); and before
- *other facilities ordinarily*;

and give first reading and set a public hearing date of July 27, 2021 to further consider this application.

Motion defeated. Councillors Duggan, Halverson, Birtles, Sanford and Ernst voted in the negative.

Council discussed the option of discharging the Development Agreement as a further alternative as set out by draft motion in the Planning Development/Manager’s supplemental report (*Schedule C*).

Motion: moved and seconded that:

Whereas the Town of Lunenburg (the “Town”) entered into a development agreement with Stellar Investments Inc. (the “Developer”) dated April 5, 2011, which agreement was recorded at the Land Registration Office for Lunenburg County on April 13, 2011 as document number 98133185 (the “Development Agreement”);

And whereas Section 9(b) of the Development Agreement allows the Town to discharge the Development Agreement if no use described in the Development Agreement is commenced within sixty (60) months of the date of the Development Agreement;

And whereas the Developer did not commence the use described in the Development Agreement within sixty (60) months of the date of the Development Agreement;

And whereas Section 9(c) of the Development Agreement allows the Town to discharge the Development Agreement if there has been no use described in Section 1(b) of the Development Agreement for a period of sixty (60) months or longer;

And whereas there has been no use described in Section 1(b) of the Development Agreement for a period of sixty (60) months or longer;

Now therefore, Town Council by virtue of Section 229(2) of the *Municipal Government Act* (Nova Scotia), Section 9(b) and (c) of the Development Agreement, and of every other power and authority vested in this behalf, refuses the application to amend the development agreement, and orders that the Development Agreement is discharged effective as of the date hereof and is no longer of any force or effect.

The CAO asked that Council consider holding a recess for a legal review of this motion and implications of same as it was received along with the accompanying staff presentation materials (*Schedule C*) for the first time at this meeting. It does not contain reference to a public hearing before a final determination unless this is the intended effect. The Planning/Development Manager said a solicitor did review and prepare the draft motion for her.

The motion was put and passed. Mayor Risser voted in the negative.

It was agreed that this motion will be further considered at a July 27 public hearing before possible final adoption.

b. Planning Advisory Committee Public Information Meeting Minutes June 2, 2021

Ian Watson, Upland Planning and Design, Town Planning Consultant summarized the proposed replacement planning documents (*Schedule D*). He and the Planning/Development Manager advised that the draft Municipal Planning Strategy, Land Use Bylaw and Subdivision Bylaw have been preliminarily reviewed by Provincial Planning staff who gave them an initial favorable response.

Motion: moved and seconded first reading of the proposed repeal of the Town of Lunenburg's 1996 Municipal Planning Strategy, 2013 Land Use By-law and 2007 Subdivision By-law with specifications (*Schedule E*) to be scheduled and advertised for further consideration at the July 27, 2021 Council meeting. Motion carried.

Motion: moved and seconded first reading, scheduling and advertising of a public hearing on July 27, 2021 for the proposed adoption and public input regarding the draft Municipal Planning Strategy, draft Land Use By-law, draft Subdivision Bylaw and draft Specifications for Subdivision dated June 2, 2021 (*Schedule F*) save for minor non-substantive changes and as posted on the Project Lunenburg website. Motion carried.

c. Audit Committee Meeting Minutes June 10, 2021

These minutes were received for information only.

9. New Business

a. Proposed Appointment of a Town Building Official pursuant to the NS Building Code Act

Motion: moved and seconded that Ryan Whynot be appointed as a Building Inspector for the Town of Lunenburg effective June 22, 2021. Motion carried.

b. Joint Building Inspection Planning and Implementation Steering Committee

Council Members (2 X) Appointments and an Alternate

Motion: moved and seconded that Mayor Risser and Councillor Halverson be appointed as the Town Council representatives on the Joint Inspection Planning and Implementation Steering Committee and Deputy Mayor Mosher as an alternate (Schedule G). Motion carried.

c. Proposed Electric Utility Temporary Borrowing Resolution

The Finance Director presented the report and recommendation to approve this borrowing (Schedule H).

Motion: moved and seconded Council approval of an Electric Utility Temporary Borrowing Resolution for \$500,000 as per the staff report (Schedule H). Motion carried.

d. Provincial Capital Assistance Program (PCAP)

The Finance Director gave an overview of the recommended funding application (Schedule I).

Motion: moved and seconded that staff apply to the Provincial Capital Assistance Program for the Town's 2021/22 Salt Water Intrusion Check Valve Installation project in the amount of \$105,000 (Schedule I). Motion carried.

e. Request of Garth Turner for a Special Event Permit Application Authorizing Partial Closure of King Street for a July 1, 2021 Canada Day Concert

The application was earlier withdrawn.

10. Meeting in camera

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

7:42 p.m. - Council recessed and met in camera.

11. Resumption of Council meeting in public session

The Mayor advised that there are no recommendations to report from the Council in camera meeting.

12. Adjournment

The meeting was adjourned at 8:35 p.m. by the Mayor.

Bea Renton, CAO

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA DAGLEY, FINANCE DIRECTOR

DATE: MAY 13, 2021

RE: INCREASE OF DEED TRANSFER TAX RATE

1. FACTS

During 21-22 budget discussions Council has indicated that they wish to increase the Deed Transfer Tax Rate from 1.0% to 1.5% and that the additional revenue that will be generated be allocated annually to the Town's Operating Budget.

2. ISSUES AND OPTIONS ANALYSIS

Deed Transfer Taxes (By-Law #60) are currently established at the rate of 1.0% and are restricted to capital expenditures. A By-Law change is required to increase the rate and the allocation on the revenue.

The proposed revised By-Law is attached (Schedule 1).

3. FINANCIAL IMPACT

Deed Transfer Actuals for the past five fiscal years.

16-17	\$144,406
17-18	\$194,128
18-19	\$223,474
19-20	\$188,531
20-21	\$264,441

The budget estimate for the 0.5% revenue in the 21-22 Operating Budget is \$80,000. To generate the projected income will require \$5.3M in house sales in the period of time after the bylaw change and before our March 31, 2022 fiscal year end.

4. STRATEGIC PLAN RELEVANCE

Governance: Direction to enhance internal and external relations through policies, procedures and resources.

5. RECOMMENDATION AND DRAFT MOTION

That the Deed Transfer Tax Rate be increased to 1.5% and that 0.5% of the rate be used as Town operating revenue,

Draft Motion:

Moved and Seconded to approve increasing Deed Transfer Tax to 1.5%. and update By-law #60 as noted in Schedule 1 and hereby give notice of motion of same with first reading of the proposed Bylaw change to be given at the June 8, 2021, Council meeting.

Attachments - 2

Acknowledged only by:

Bea Renton
CAO

TOWN OF LUNENBURG**BY-LAW #60.****RESPECTING DEED TRANSFER TAX**

BE IT ENACTED by the Council of the Town of Lunenburg under the authority of **Part V-Deed Transfers** Section 102 (1) and (2) of the Municipal Government Act as follows:

Short Title

1. This By-Law shall be known as By-Law #60. and may be cited as the Deed Transfer Tax By-Law.

Definitions

2. (1) A Deed Transfer Tax applies in the Town of Lunenburg.
- (2) The rate of the Deed Transfer Tax shall be one **and one half** percent (1.5%) of the value of the property transferred.

Collection

3. The Registrar of Deeds shall be the agent and collector of the Deed Transfer Tax for the Town of Lunenburg in accordance with an Agreement to that effect between the Town of Lunenburg and the Minister of Service Nova Scotia and Municipal Relations.

Revenue Distribution

4. The net proceeds from this Deed Transfer Tax, after deducting from the gross proceeds the cost of administration and collection of this tax by the Town, shall be utilized for: **a) one percent (1%) applied to** capital expenditures of the Town other than equipment purchases. Permitted capital expenditures shall include, but not be limited to, capital expenditures on streets, sidewalks, sewers, land development for housing and other infrastructure expenditures- **and b) one half of a percent (0.5%) shall be applied to Town general revenues.**

Date

Bea Renton,
Town Manager/Clerk

I, Bea Renton, Town Manager/Clerk for the Town of Lunenburg, do certify that the foregoing is a true and current copy of the Deed Transfer Tax By-law #60 of the Town of Lunenburg, duly passed by the Lunenburg Town Council on March 27, 2003, with first reading having been given on February 27, 2003, second and

third/final readings on March 27, 2003, with an effective date of April 9, 2003 when published in the local newspaper.

Bylawapproved/60 Deed Transfer.wpd

Municipal Deed Transfer Tax Rates

The following Municipal Deed Transfer Tax Rates are set by each Municipality and are updated when we are advised by the Municipalities of any rate change. The list of rates is as current as possible; however, rate changes are at the direction of the municipalities and may not be reported to SNS. You are advised to check with the Municipality to confirm the most recent rate prior to conducting a transaction.

Municipal Deed Transfer Tax Rates			
County	Municipality	Rate	Payable at LRO
Cape Breton	Cape Breton Regional Municipality	1.5%	Sydney
Halifax	Halifax Regional Municipality	1.5%	Halifax
Queens	Region of Queens Municipality	1.0%	Bridgewater
Hants	West Hants Regional Municipality	1.5%	Lawrencetown
Kings	Municipality of the County of Kings	-	-
Digby	Municipality of the District of Clare	0.5%	Lawrencetown
Antigonish	Municipality of the County of Antigonish	1.0%	Amherst
Colchester	Municipality of the County of Colchester	1.0%	Amherst
Pictou	Municipality of the County of Pictou	1.0%	Amherst
Victoria	Municipality of the County of Victoria	1.0%	Sydney
Yarmouth	Municipality of the District of Argyle	1.0%	Bridgewater
Digby	Municipality of the District of Digby	1.0%	Lawrencetown
Guysborough	Municipality of the District of Guysborough	1.0%	Sydney
Yarmouth	Municipality of the District of Yarmouth	1.0%	Bridgewater
Lunenburg	Municipality of the District of Lunenburg	1.25%	Bridgewater
Guysborough	Municipality of the District of St. Mary's	1.25%	Sydney
Annapolis	Municipality of the County of Annapolis	1.5%	Lawrencetown
Cumberland	Municipality of the County of Cumberland	1.5%	Amherst
Inverness	Municipality of the County of Inverness	1.5%	Sydney
Richmond	Municipality of the County of Richmond	1.5%	Sydney
Shelburne	Municipality of the District of Barrington	1.5%	Bridgewater
Lunenburg	Municipality of the District of Chester	1.5%	Bridgewater
Hants	Municipality of the District of Hants East	1.5%	Lawrencetown
Shelburne	Municipality of the District of Shelburne	1.5%	Bridgewater
Kings	Town of Kentville	-	-
Guysborough	Town of Mulgrave	0.5%	Sydney
Kings	Town of Berwick	1.0%	Lawrencetown
Shelburne	Town of Clark's Harbour	1.0%	Bridgewater
Lunenburg	Town of Lunenburg	1.0%	Bridgewater
Pictou	Town of New Glasgow	1.0%	Amherst
Cumberland	Town of Oxford	1.0%	Amherst
Pictou	Town of Pictou	1.0%	Amherst
Pictou	Town of Stellarton	1.0%	Amherst
Colchester	Town of Stewiacke	1.0%	Amherst
Pictou	Town of Trenton	1.0%	Amherst
Colchester	Town of Truro	1.0%	Amherst
Pictou	Town of Westville	1.0%	Amherst
Yarmouth	Town of Yarmouth	1.0%	Bridgewater
Cumberland	Town of Amherst	1.25%	Amherst
Digby	Town of Digby	1.25%	Lawrencetown
Annapolis	Town of Annapolis Royal	1.5%	Lawrencetown
Antigonish	Town of Antigonish	1.5%	Amherst
Lunenburg	Town of Bridgewater	1.5%	Bridgewater
Shelburne	Town of Lockeport	1.5%	Bridgewater
Lunenburg	Town of Mahone Bay	1.5%	Bridgewater
Annapolis	Town of Middleton	1.5%	Lawrencetown
Inverness	Town of Port Hawkesbury	1.5%	Sydney
Shelburne	Town of Shelburne	1.5%	Bridgewater
Kings	Town of Wolfville	1.5%	Lawrencetown

Lunenburg County Summary

Lunenburg	Town of Lunenburg	1.0%	Bridgewater
Lunenburg	Municipality of the District of Lunenburg	1.25%	Bridgewater
Lunenburg	Municipality of the District of Chester	1.5%	Bridgewater
Lunenburg	Town of Bridgewater	1.5%	Bridgewater
Lunenburg	Town of Mahone Bay	1.5%	Bridgewater



TOWN OF LUNENBURG NOTICES

Proposed Amendments to Deed Transfer Tax Bylaw

The Lunenburg Town Council will give second/ final reading of proposed amendments to the Deed Transfer Tax Bylaw on July 13, 2021 which will increase the Deed Transfer Tax Rate from 1.0% to 1.5% as of the date of adoption. The public is welcome make verbal submissions at the meeting or written submissions in advance regarding the proposed Bylaw amendment. A copy of the draft Bylaw amendment may be found at www.explorelunenburg.ca or by contacting: Lunenburg Town Hall, 902-634-4410, ext. 228; brenton@explorelunenburg.ca. Please check the Town website at www.explore-lunenburg.ca. for meeting access information (via Zoom) the day of the meeting.

From: [Bea Renton](#)
To: [Kelly Jardine](#)
Subject: Fwd: Deed Transfer Tax Increase
Date: July 7, 2021 11:52:01 AM

Bea Renton
brenton@explorelunenburg.ca
902 521 4200/c

Begin forwarded message:

From: "Mary E. Meisner, Q.C." <mary.meisner@ns.sympatico.ca>
Date: July 6, 2021 at 5:43:27 PM ADT
To: Bea Renton <brenton@explorelunenburg.ca>
Subject: Deed Transfer Tax Increase

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST.

Dear Bea,

This is to follow up on our telephone conversation of late this afternoon - and I ask that a copy of this email kindly be circulated to Council members in advance of the next Council meeting.

As a resident, I have no objection to the increase in Deed Transfer Tax. My issue is with respect to the effective date of the increase, particularly for those purchasers who are currently under a binding Agreement of Purchase and Sale.

It seems unfair for those purchasers who are already a party to an Agreement of Purchase and Sale, but due to the timing of the closing, to be faced with a fifty percent increase in the amount of deed transfer tax that they had expected to pay. Ideally, I would have recommended that any purchasers with a signed Agreement before, say, July 1, 2021, be grandfathered in under the existing DTT rate, although that may be cumbersome (if not impossible, technologically) to implement - perhaps they pay the 1.5% tax and then apply to the Town for refund of the 5% provided that they can establish that their Agreement was dated prior to, say, July 1, 2021. Alternatively, I suggest that rather than the effective date being the date of public advertisement of the passing of the bill, the effective date be, say, October 1, 2021, which may allow most purchasers currently party to an existing Agreement to close the transaction under the existing DTT rate. However, I appreciate that the later avenue may result in new agreements with a rush to close prior

to the October 1, 2021 date - ergo my preference for my first suggestion of allowing purchasers with an Agreement dated prior to, say, July 1, 2021, to apply for a refund. Impose a deadline for the application of, say, September 1, 2021.

On behalf of those purchasers with existing Agreements of Purchase and Sale, the Council's consideration of the foregoing would be greatly appreciated.

Thank you.

Mary E. Meisner, Q.C.

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Mary E. Meisner, Q.C.
Barrister, Solicitor & Notary Public
26 Duke Street
P.O. Box 425
Lunenburg NS B0J 2C0
Telephone: (902) 634-8887
Facsimile: (902) 634-8882
Email: mary.meisner@ns.sympatico.ca

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MEMORANDUM

TO: TOWN COUNCIL

**FROM: LDFD FIRE CHIEF DARREN ROMKEY AND KATIE MACMILLAN,
BUSINESS/PURCHASING COORDINATOR**

DATE: JULY 5, 2021

RE: LUNENBURG DISTRICT FIRE DEPARTMENT NEW RESCUE VEHICLE

1. FACTS

At the March 23, 2021 Council meeting the following motion was approved: *moved and seconded Council pre-approval to order a replacement Fire Rescue (02) truck for delivery in 2022/23 fiscal year (Schedule "H")*. This allowed for a Request for Proposals ("RFP") to be issued on April 22, 2021. The RFP closing date was May 28, 2021. Four proposals were received in response to this RFP. Due to the value of the proposed vehicle value being over \$100,000, Council must award the RFP in accordance with the Town's Purchasing Policy.

2. ISSUES AND OPTIONS ANALYSIS

Four bids were received and the pricing (before HST) is as follows:

Bidder	Price
Metalfab. Ltd.	\$ 578,685.00
Micmac Fire & Safety Source Ltd.	\$ 618,315.00
Rocky Mountain Phoenix Inc.	\$ 611,560.00
Techno Feu Inc.	\$ 662,954.75

A rough breakdown of the number of detailed specifications that were required in the RFP that the proponents either cannot meet or have proposed deviations for is as follows:

Bidder	Specifications Not Exactly Met
Metalfab. Ltd.	31
Micmac Fire & Safety Source Ltd.	13
Rocky Mountain Phoenix Inc.	19
Techno Feu Inc.	26

Although weighting and evaluation criteria were provided in the RFP document, the LDFD Evaluation Committee chose not to use it.

The LDFD Evaluation Committee would like to award the RFP to Micmac Fire & Safety Source Ltd. as they had the fewest number of specifications that cannot be exactly met. Also, Micmac Fire & Safety Source Ltd. was the supplier of Engine #2 delivered in summer 2020. LDFD has had unfavourable experiences working with other providers in the past, but they are very happy with Engine #2 and have had excellent service provided by Micmac Fire & Safety Source Ltd. Because of the confidentiality clause in the RFP document, the proposals cannot be provided to the public or discussed in open session.

Estimated delivery time is currently 435 days after receipt of this customer order.

3. FINANCIAL IMPACT

The pre-approved budget for the purchase of the new Fire Rescue Vehicle is \$694,600. The vehicle from Micmac Fire & Safety Source Ltd. is priced at \$618,315 plus net HST for a total cost of \$644,816., plus the registration cost for the vehicle.

It is recommended that a \$10,000 contingency, plus net HST be approved for any unforeseen expenses that may arise during the building of the truck.

The surplus Rescue vehicle will be sold through a surplus tender sale once the replacement Rescue vehicle is delivered in 2022. Any proceeds from the sale of the surplus vehicle will be put towards the borrowing incurred for the purchase of the new vehicle and the balance will be financed from reserve transfer and long-term borrowing.

4. STRATEGIC PLAN RELEVANCE

This project is part of "4.9 Emergency Services: A) continue to work with the Lunenburg and District Fire Department to ensure it is able to efficiently and effectively respond to fires and other emergencies."

5. RECOMMENDATION AND DRAFT MOTION

It is recommended that Council approve the following draft motion:

Motion: moved and seconded that Council approves the acceptance of the Fire Rescue vehicle proposal from Micmac Fire & Safety Source Ltd. at a cost of \$618,315, plus net HST and a \$10,000 contingency, plus net HST for any unforeseen expenses that may arise during the building of the truck.

Acknowledged only by:

Bea Renton
CAO

MEMORANDUM

TO: TOWN COUNCIL

**FROM: KELLY CUNNINGHAM, RECREATION DIRECTOR AND PAUL BRACKEN,
FACILITIES SUPERINTENDENT**

DATE: JUNE 28, 2021

**RE: BICYCLE NOVA SCOTIA PROJECT TEAM FOR BLUE ROUTES HUB
PROJECT**

1. FACTS

Bicycle Nova Scotia (BNS) is looking to increase active transportation within the Town of Lunenburg.

On March 15, 2021, Mayor Risser sent a letter on behalf of the Town in support of the proposal developed by BNS under the Canadian Healthy Communities Initiative Fund.

2. ISSUES AND OPTIONS ANALYSIS

BNS has identified potential funding to develop temporary interventions to make it safer and more appealing to walk, roll, and cycle. Temporary projects could include pop-up bike lanes, open street Sundays, or other short-term infrastructure changes to make it easier to travel throughout Lunenburg.

This project is based on the Blue Route Hubs plan which was developed by BNS and the Town of Lunenburg in 2019, with input from residents. This temporary infrastructure project is an opportunity to test out active transportation infrastructure at a low cost, before costly infrastructure decisions are made. BNS will also be collecting data to help strengthen the proposed design where necessary, which would improve any future investment in infrastructure for the Town. This project is also focused on adapting to COVID-19, and improving the experience of residents and visitors to Lunenburg.

BNS would like to form a Project Team with Lunenburg residents, Town staff, the Board of Trade, and a Councillor to help inform the project, with a total time commitment of ~10 hours over the summer. BNS is proposing two meetings: (1) BNS will present the "Cross-Town Connector" plan (attached) and discuss any alternative options, and (2)

BNS will present an updates to the plan for final comments. The Project Team shall make a pilot project recommendation to Council for approval.

Meetings are proposed to be on Wednesday, July 28 and Wednesday, August 4 at 12:00pm held online.

The project would be implemented in Fall 2021 (September – November), with a possible implementation of a version 2.0 for Summer 2022 with the lessons learned from the Fall 2021 and materials already in hand.

For information, the below link is a generic process breakdown starting on page 13: <https://www.translink.ca/-/media/translink/documents/rider-guide/travelsmart/tactical-urbanism-toolkit.pdf>

Option 1: Approve a Project Team, coordinated by BNS, with Lunenburg residents, Town staff and a Town Councillor to increase active transportation opportunities within the Town, which would be disbanded at the end of the project.

Option 2: Do not approve a Project Team.

3. FINANCIAL IMPACT

BNS is not requesting monetary support from the Town, with the exception of staff time in-kind. BNS has received a grant for their staff time on this project. They have applied for Federal funding (Healthy Communities Initiative) and should hear back at the end of July. BNS is also currently in the process of an application for funding from the Province (Active Communities Fund).

4. STRATEGIC PLAN RELEVANCE

Action 30: Improve connectivity between Old/New Town for all modes of transportation

5. RECOMMENDATION AND DRAFT MOTION

Motion: moved and seconded the appointment of a Blue Route Hubs Project Team, coordinated by Bicycle Nova Scotia, consisting of the Recreation Director and Facilities/Project Superintendent, Councillor _____, and Lunenburg residents. The Project Team shall make a pilot project recommendation to Council for approval. The Project Team will dissolve at the end of the pilot project.

Acknowledged only by:

Bea Renton
CAO

Ann Covey

Subject: 9 (b) Coun Jul 13 21 LDFD Request for funds from joint account
Attachments: Request for funds from joint account.pdf

From: LDFD <lunenburganddistrictfiredept@gmail.com>
Date: July 5, 2021 at 8:23:01 AM ADT
To: Bea Renton <brenton@explorelunenburg.ca>
Cc: dromkey@eastlink.ca, jacksor3@nspes.ca
Subject: Request for funds from joint account

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST.

Good Morning,
Please find attached a letter requesting funds from our joint account.

Cheers,

Robin



Virus-free. www.avg.com



Lunenburg & District Fire Department

25 Medway St., P.O. Box 1478, Lunenburg, N.S. B0J 2C0

Fire or Emergency 911 Business or Information (902) 634-8343 Fax (902) 634-4145

July 5, 2021

Bea Reaton
Chief Administrative officer
Town of Lunenburg
Lunenburg, N.S.

Dear Bea:

The Lunenburg & District Fire Department has found it necessary to purchase new equipment to be used for our ice/rescue services. The cost will be \$9 000 so the department would like to request that the \$9 000 come out of our joint account we have with the Town.

We hope this meets with council's' approval. If, however, you have any additional questions, please don't hesitate to contact Chief Romkey.

Sincerely,

Robin Jackson, Secretary
Lunenburg Fire Department