

AGENDA
POLICY & STRATEGY COMMITTEE MEETING

Bridgewater, NS
Tuesday, October 15, 2019 - 9:00 a.m.

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA – Added Items
5. APPROVAL OF MINUTES – September 17, 2019 (as circulated)
6. BUSINESS ARISING FROM MINUTES
 - 6.1 Lunenburg, NS and Lueneburg, Germany – Sister Municipalities 1-7
7. PRESENTATIONS
 - 7.1 NS Biodiversity Act – NS Lands & Forestry 9:15 a.m. 8-18
8. REFERRAL FROM COUNCIL
9. STAFF REPORTS
 - 9.1 Planning Department
 - 9.1.1 Declaring a Climate Emergency..... 19-28
 - 9.2 Finance Department
 - 9.2.1 MDL-49 Property Tax Rebate Policy Proposed Amendments 29-35
 - 9.3 Recreation Department
 - 9.3.1 Designated Community Project Fund..... 36-42
 - 9.3.2 PRO Kids Administration Support for Mahone Bay Update 43-45
 - 9.3.3 Sponsorship Ad Grant - Mahone Islands Conservation Association46
 - 9.3.4 Sponsorship Ad Grant - Mahone Bay & Area Lions Club..... 47-48
10. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS
 - 10.1 Development of a Wayside Pedestrian/Cyclists’ Park, Indian Point..... 49-50
(Councillor Ernst)
 - 10.2 Update on Waste Matters (Councillor Ernst)..... 51-52
11. ADDED ITEMS - NIL
12. IN CAMERA
 - 12.1 Legal Advice under Section 22(2)(g) of the MGA
13. NEXT MEETING – November 19, 2019 – 9:00 a.m.
14. ADJOURNMENT

Facts & Numbers

Foundation: first mentioned in 956

Emblem: old crane, city hall, luna-fountain, Church of Saint John, historical old town centre

Geographical Location: 10° 24' 17 longitude and 53° 15' 9 latitude, the city hall is located 19,001 meters above the sea level

The nearest bigger city: Hamburg

Inhabitants: 76 000

Students: 10 000

Location with regards to transport facilities: highway A 39, train stations, airport, Elbe lateral canal, harbour

Typical Items: salt, gabled houses, heath, german moorland sheep

International Events: Bach-Days, Schleswig Holstein Music Festival, Lower Saxony Music Days

Twin Towns:

active: Naruto (Japan), Clamart (France), Tartu (Estonia), Kulmbach (Germany)

inactive: Scunthorpe (Great Britain), Viborg (Denmark), Ivrea (Italy), Köthen (Germany)

International Memberships: Hanseatic league, climate protection cooperation, Aalborg-Charta

The medieval city of Lüneburg used to be a member of the Hanseatic league. It has got a unique number of old buildings listed for preservation. Among the cities in Lower Saxony, Lüneburg is one of the few which still keeps on growing rapidly due to its close location to the metropolis Hamburg. Furthermore, it is situated close to the heath, the North- and the East Sea and offers a great value in terms of leisure according to that. The city itself offers various cultural

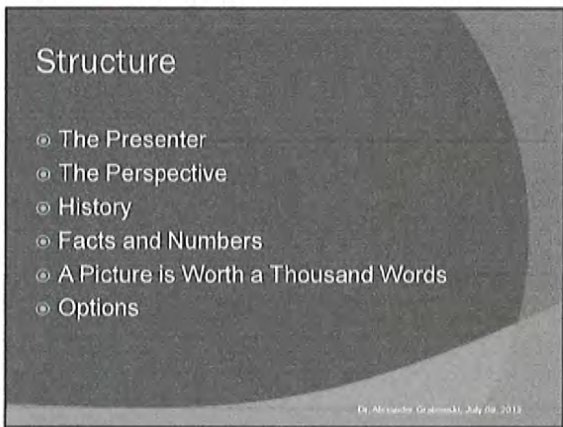
activities and has got an excellent infrastructure. For more information about tourism please contact our home page: www.lueneburg.info

The economical structure of Lüneburg is characterized by several New Media service companies, skilled trades and dynamic industries. The Leuphana University of Lüneburg practices an intensive exchange with local enterprises because of its attractive study offers: The Leuphana includes classical subjects and model-based courses such as economic law, economic psychology, automation and cultural sciences.

As a centre in the Northeastern part of Lower Saxony, Lüneburg will benefit even more from the area around the metropolis Hamburg in the future. Just like in times of the Hanseatic league, it will profit from it's Eastern and Western relationships. When it was a Hanseatic city, Lüneburg used to be an important trade centre. Due to it's natural salt supplies that were sold all over Europe in the Middle Ages, the city gained wealth and prosperity. The gabled houses of the patricians are a proof for that up to this very day. In 2012, Lüneburg has arranged the Hanseatic Day of the modern era.



1




2



3

History

- First traces of human settlement ca. 150.000 B.C.
- Member of the Hanseatic League, very wealthy, high influence; 14.000 inhabitants
- Salt monopoly



Dr. Alexander Grafenrath, July 08, 2019

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History

- First traces of human settlement ca. 150.000 B.C.
- Member of the Hanseatic League, very wealthy, high influence; 14.000 inhabitants
- Salt monopoly
- Early embraced Reformation
- Part of the Principality of Braunschweig-Lueneburg, hence, the Kingdom of Hanover
- Heavily impoverished after 30-year-war
- Project „tear-down“ after WW II
- Today, 1300+ protected historic buildings
- A favorite commuter's home town due to its excellent transport connection

Dr. Alexander Grafenrath, July 08, 2019

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Facts & Numbers

- Foundation: first mentioned in 956
- Geographical Location: 10° 24'17 longitude and 53°15'9 latitude (for Google Earth/Maps)
- Emblem: old crane, city hall, luna-fountain, Church of Saint John, historical old town centre
- Inhabitants: 76 000
- University Students: 10 000
- The nearest big cities: Hamburg, Berlin, Hannover
- Typical Items: salt, gabled houses, heath, german moorland sheep
- International Events: Bach-Days, Schleswig Holstein Music Festival, Lower Saxony Music Days
- Twin Cities: active: Naruto (Japan), Clamart (France), Tartu (Estonia), Kulmbach (Germany)
- International Memberships: Hanseatic league, climate protection cooperation, Aalborg-Charta

Dr. Alexander Grafenrath, July 08, 2019

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A Picture is Worth a Thousand Words

A perfect day in Lueneburg
(time providing)

Dr. Alexander Grabowski, July 09, 2019

7

A lot to gain for both sides by

- Re-establishing former bonds;
- Better understanding the other culture through joint arts projects/exchanges/exhibitions;
- Creating a deeper understanding for the other nation's characteristics;
- Leading the next generation to peaceful co-existence;
- Gaining technological/scientific knowledge (waste water treatment, non-fossile energies,...);
- Strengthening the tourism industry;
- ...

Dr. Alexander Grabowski, July 09, 2019

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Options and the Way Ahead

- Options:
 - Go ahead, evaluate
 - Stop
- Way Ahead
 - this Council to decide



Dr. Alexander Grabowski, July 09, 2019

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Possible Roadmap

- o Identify interest(s)
- o Evaluate Perspectives
 - Name point(s) of contact
- o Decide on Way ahead
 - Cancel
 - Go ahead
 - o Establish general agreement/ Lol
 - o Draft project map

Dr. Alexander Gulbowski, July 09, 2019

10

Questions?

11

Backup Slides



Dr. Alexander Gulbowski, July 09, 2019

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Project concept - Example

- Exchange of student groups
 - When? - within the schoolyear?
 - Talk to principals, PTA
 - Who? - Selection
 - Based upon willingness, academic performance, membership to a group (hockey team, after class, ...)
 - How? - Funding
 - Talk to PTA, Council, M.L.A., Minister of Education

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Further Project Ideas

- Enhance the understanding of each other's culture
- Choir visit (Bach Choir, Project Choir, ...)
- Exchange of cultural exhibitions
- Youth Ambassadors
- Non-fossil technologies (NSCC/Leuphana University)
- Emergency preparedness in rural areas

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- „Christmas-City Lüneburg“:
<https://www.youtube.com/watch?v=ErnyLm4lqww>
- Instagramm-Account
https://www.instagram.com/lueneburg_of

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Biodiversity Stakeholder Consultation Sessions

LANDS AND FORESTRY

JULY 17 – 25, 2019



General Agenda

- Welcome and Housekeeping items
- Opening Remarks
- Lands & Forestry Biodiversity expert presentation on the key concepts of the Act
- Q&A
- Break
- Break-out sessions – 3 Questions
- Closing remarks

2



Biodiversity

- Biodiversity is all life forms – wild species, genes, ecosystems and habitats – and the processes that link them.
- Nature is facing serious pressures.
- It is the foundation of our livelihood – our environment, our people, our economy
- International and national biodiversity commitments:
 - United Nations Convention on Biological Diversity & Global Biodiversity Targets
 - 2020 Biodiversity Goals and Targets for Canada
- A longstanding government commitment for action through biodiversity legislation, dating back to the 2011 Natural Resources Strategy

Context

- No legislation in N.S. that identifies biodiversity as an overarching objective
- Patchwork of legislation under the *Wildlife Act*, *Endangered Species Act*, *Environment Act*, *Wilderness Areas Protection Act*
- Gaps leave risks to biodiversity unmanaged
- Untapped and unmanaged opportunities for sustainable use of biodiversity and ecological services

Where we have been and where we are going

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NOVA SCOTIA

What we heard

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- Taking action to conserve and support the sustainable use of biodiversity is a must
- Nova Scotia family forest owners rank improving wildlife habitat and restoring a natural forest ecosystem among the highest priorities
- Landowners play a natural role as stewards of their land
- Applicability to private lands
- Desire for consent and compensation for private landowners
- Penalties in the bill are too onerous
- Broad language in the bill gives the Minister too much power
- Need understanding of how the Act intersects with other legislation and Ministerial mandates

NOVA SCOTIA

What we heard

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- Strong preamble but weak language in purpose section
- Need to set goals, targets and objectives
- Support for improved State of Biodiversity Reporting; concern with timelines
- Extending commitments to share data relating to biodiversity to include access to other information
- Need for increased biodiversity education
- Call for action to assess threats and impacts of invasive species
- Need for public review of regulations
- Set incentives for voluntary engagement
- Ensure mechanisms for collaborative engagement
- Dissatisfaction with the level of consultation before the Act was introduced

NOVA SCOTIA

Objectives for today

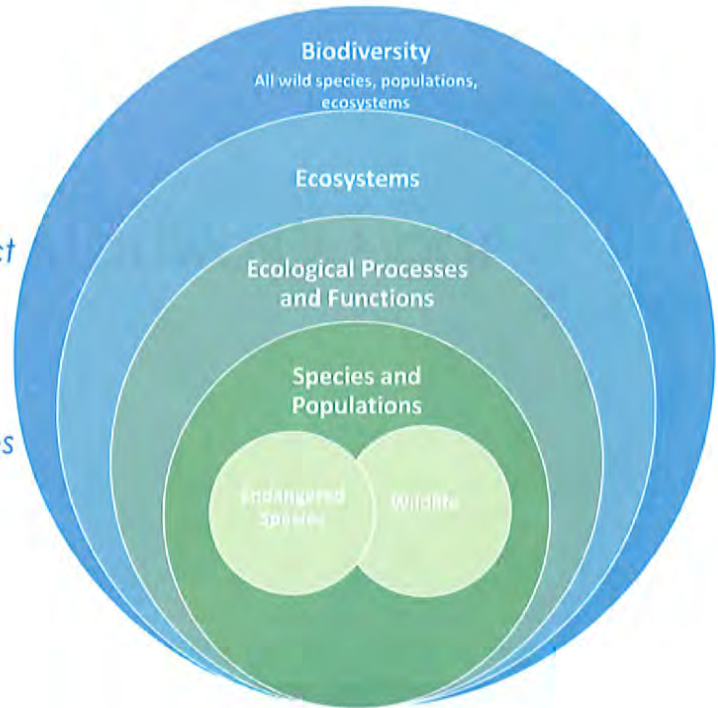
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- Learn more about the new Act's purpose and tools, and address your questions and concerns
- Share your priorities for action under biodiversity legislation
- Provide input on next steps to guide us as we move forward with developing regulations

NOVA SCOTIA

Existing Legislation, e.g., :

- EGSPA
- Environment Act
- Wilderness Areas Protection Act
- Special Places Protection Act
- Conservation Easements Act
- Endangered Species Act
- Wildlife Act
- Fisheries and Coastal Resources Act



Key Concepts of the Act

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- Defines biodiversity
- Applies to all lands
- Provide for cross-governmental leadership and coordination
 - Powers to coordinate, adopt goals, implement policy, regulate
- Legally allows Government to undertake relevant operations or financially support collaboration
 - Research, education, monitoring, reporting
- Enables the development of tools for risk management, conservation and use through regulation development on priority issues
 - Invasive species, pathogens, management of non-traditional species use
- Provides authority to take action where biodiversity threats or opportunities exist
- Provides modern enforcement & inspection powers

Biodiversity Protection Order

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- An emergency measure to manage imminent biodiversity risks
- Ministerial authority to issue an order to take action to stop an activity that poses imminent biodiversity risks
- Appeal process built into the Act
- Examples



Biodiversity Management Zones

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- A flexible adaptive management tool for conservation and sustainable use of biodiversity
- An area of land managed for a set time period to support conservation or sustainable use of specified biodiversity values
- Can apply to Crown lands, and to private lands with the consent of landowners
- Agreements with landowners could consider compensation
- Examples



Authority to Regulate

- Biodiversity Management Zones
- Possession of Organisms
- Requiring permits for activities affecting Biodiversity Conservation and Use
- Prevention and Management of Threats to Biodiversity
- Restoration of Biodiversity
- Invasive or Alien Species (Import and Export)
- Import and Export of Organisms
- At-risk ecosystems and habitats
- Wildlife and Zoonotic Diseases
- Alternative uses of biodiversity (e.g., genetic resources)

We want to hear from you on priority threats and opportunities to inform regulation priorities...



Offences, Enforcement and Penalties

- Offences under the act:
 - Harvesting, taking, killing of species in excess of that prescribed by the regulations
 - Introducing, spreading, releasing species or pathogens prescribed by regulations
 - Causing the loss of at-risk habitats or ecosystems prescribed by the regulations
- Enforcement authorities appointed to conservation officers are consistent with current best practices
- Penalties are consistent with existing modern legislation and will be further refined



Reporting on State of Biodiversity

- Already report for some groups for which we have good information
- Have released modules on invasive species and species at risk
- Recognize the need for robust state of biodiversity reporting
- Comprehensiveness of the report will require time to prepare
- Report will be produced **within 5 years**
- Feedback to inform a framework for reporting - how and when - will be sought in consideration of:
 - the broad range of species, habitats, and ecosystems that could be included, as biodiversity includes all living things
 - the broad range of audiences and information needs

Mechanisms for Collaboration

- Biodiversity Management Zones
- Agreements for the purpose of implementing the Act, e.g.,
 - Monitoring, research, programs and other measures
 - Education and training programs
- Regulation development and subsequent substantive changes will be done in consultation with the public, including landowners and other stakeholders
- Biodiversity Council & provincial interdepartmental biodiversity committee will continue to play an active role going forward in advising, setting priorities and developing regulations

Feedback and Q&A

Breakout Sessions

1. Which biodiversity challenges do you see as the most pressing for priority action under the Act?
2. How do you see yourself engaging in next steps, including regulation development?
3. How can we work together to build biodiversity awareness?

Next Steps...

- ❖ Evaluation survey will be sent to participants
- ❖ Feedback from the sessions and/or written comments received **by July 29** will be included in a summary of what we heard
 - Submit feedback to StratPolPlanning@novascotia.ca or by mail to:
P.O. Box 698 Halifax, NS B3J 2T9
- ❖ Summary of what we heard will be shared
 - with participants and posted online by August 12
 - with Government for consideration of next steps
- ❖ Further consultation on regulation development with the public, including landowners and other stakeholders

Thank you for your participation today!



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy & Strategy Committee

SUBMITTED BY: Jeff A. Merrill, MCIP, LPP, Director of Planning & Development Services

DATE: October 15, 2019

RE: Declaring a Climate Emergency

ORIGIN: Council 2019-04-09

RECOMMENDATION

That the Policy & Strategy Committee recommend to Council that Council

- **declare a climate emergency,**
- **approve the resolution to join the Federation of Canadian Municipalities and ICLEI Canada Partners for Climate Protection (PCP) Program,**
- **work through the milestones of the of the PCP program established by the FCM and ICLEI, and**
- **add climate emergency as a priority in its strategic plan.**

BACKGROUND

It's well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy.

Canada and over 194 other countries, via the Paris Agreement, agreed to strengthen the global response to the threat of climate change. The Paris Agreement's goal is to stride keep the global temperature rise, this century, to well below 2°C above pre-

industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C.

In October 2018, the Intergovernmental Panel on Climate Change (IPCC) published its Special Report (SR15) on the impacts of 1.5°C of global warming and global greenhouse gas emission pathways. IPCC analyzed the actions each country, that ratified the Paris Agreement, pledged to take to limit global warming to 1.5°C above pre-industrial levels. The results showed that current pledged actions are not enough to limit global warming to 1.5°C above pre-industrial levels.

Municipalities have influence over more than 50% of greenhouse gas emissions¹ and are therefore essential to the successful implementation of the Paris Agreement.

On April 9, 2019 George Buranyi, representative of the Extinction Rebellion Group, gave a presentation to Council requesting the municipality declare a climate emergency. Following his presentation Mr. Buranyi presented a draft resolution to declare a climate emergency along with a petition from MODL residents in support of MODL declaring a climate emergency. Council passed a motion to refer the matter to staff for further investigation and report.

DISCUSSION

The draft resolution (attached) submitted by Mr. Buranyi and supported by a resident petition with 114 signatures requests that Council declare a climate emergency and direct staff to prepare a report to be presented to Council on or before the end of 2019 outlining:

1. Steps MODL could undertake in order to commit to further reduce and eliminate the Municipality's carbon footprint...and achieve net zero carbon emissions before 2050;
2. Steps MODL could undertake to develop an Integrated Community Sustainability Plan, which acknowledges the importance of incorporating social, environmental and economic considerations associated with climate change into its long-term strategic planning and budgeting;
3. Steps MODL could take to establish a "climate Equity" working group to provide guidance and support for the Municipality's efforts to transition off fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of transitioning to renewable energy; and

¹ FCM Channel English. 2018-06-05 "Why your community should become a member of the Partners for Climate Protection program", on-line: https://www.youtube.com/watch?time_continue=30&v=Y95rLuFacA0

4. Related budgetary implications.

Item 1: Steps MODL could undertake in order to commit to further reduce and eliminate the Municipality's carbon footprint...and achieve net zero carbon emissions before 2050.

The Partners for Climate Protection (PCP) program is a network of Canadian municipal governments that have committed to reducing greenhouse gas emissions and acting on climate change. It's the Canadian component of ICLEI's Cities for Climate Protection (CCP) campaign, which involves more than 1,000 communities worldwide. PCP is a partnership between the Federation of Canadian Municipalities (FCM) and ICLEI Canada.

The PCP program aims to provide municipal and regional governments with the support they require to identify and address local sources of GHG emissions. Guided by a five milestone framework, participants work to develop local GHG inventories, set GHG reduction targets, develop and carry out local climate change action plans, and monitor results². PCP recommends engaging with a range of municipal and community stakeholders in every step of the Milestone Framework.

The five milestones are:

- 1: Create a Baseline Emissions Inventory and Forecast
- 2: Set Emissions Reduction Targets
- 3: Develop a Local Action Plan
- 4: Implement the Local Action Plan
- 5: Monitor Progress and Report Results

Moving through the five milestones can save the municipality money, improve air quality, create jobs, and improve local residents' health³.

The Municipality has been a member of PCP since 2003 and has taken steps towards reducing its corporate emissions including:

- a corporate energy inventory for years 2006 to 2008;
- an Energy Audit was completed in 2009 which resulted in electricity inventories for 2008-2009 and 2012-2013 and energy upgrades to several facilities including

² <http://www.icleicanada.org/programs/mitigation/pcc>

³ <https://fcm.ca/en/programs/partners-climate-protection>

lightning systems (tubes, ballasts and occupancy controls,) heating and ventilation upgrades, new windows, and fleet vehicle sizing;

- Municipal Climate Change Action Plan adopted in 2013;
- adopted an Active Transportation Plan in 2011 and funded trail development and paved shoulders;
- replaced water coolers with tap water filtration systems;
- received the Blue Community designation in 2015;
- purchased video conferencing software;
- currently building an Administration Building that will be 30% above Energy Code requirements;
- added an electronic bike to the vehicle fleet;
- partnered with non-government organizations to protect land in its natural state; and,
- developed an award-winning Clean Energy Financing program that has been helping residents reduce their energy consumption since 2016.

While the municipality has implemented several projects that have helped reduce GHG emissions the municipality has not set corporate emission reduction targets and has not done a community emissions inventory. For the municipality to do what it can to limit global warming to 1.5°C above pre-industrial levels the municipality needs to create a baseline for our corporate and community emissions, set reduction targets, develop and implement an action plan, and monitor our progress. The PCP program provides the tools and support to help municipality reduce our communities GHG emissions.

Staff is recommending that in declaring a climate emergency that municipality make it a priority to work towards further reducing corporate emissions and to work with the community on the five PCP milestones by rejoining the PCP Program with a renewed commitment, the PCP resolution is attached.

Item 2: Steps MODL could undertake to develop an Integrated Community Sustainability Plan, which acknowledges the importance of incorporating social, environmental and economic considerations associated with climate change into its long-term strategic planning and budgeting

MODL approved an Integrated Community Sustainability Plan (ICSP) in 2010. Milestone 3 of the PCP framework includes action plans for achieving targets both at the corporate and community levels. Implementing a community action plan will help our communities become more sustainable and resilient reducing their vulnerability to environmental, economic and social stresses.

Item 3: Steps MODL could take to establish a “Climate Equity” working group to provide guidance and support for the Municipality’s efforts to transition off fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of transitioning to renewable energy

If Council agrees to follow the PCP framework, noted in item 1, stakeholder engagement will be incorporated into the process at each milestone. Depending on the task Council may include the appointment of a committee to provide guidance and support. The municipality can take a leadership role by engaging its residents and stakeholders to take action to reduce their emissions and to work together to achieve community emission reduction targets.

Item 4: Related budgetary implications.

See the Budget Implications section below.

BUDGET IMPLICATIONS

There is no membership cost for joining PCP. The municipality gets access to tools, case studies and other informational resources, as well as support from the PCP Secretariat and Regional Climate Advisors.

Staff resources would need to be allocated towards the project with Consultants hired to help develop the corporate and community action plans. Gas Tax can be used to hire a consultant but can only be used towards staff costs if pre-approved by the Province.

Once an action plan is in place the capital costs will likely be eligible for gas tax funding. There are also grants available for projects that reduce emissions such as the Provincial Low Carbon Communities and Connect2 programs and FCM’s Green Municipal Fund which offers loans and grants for green projects.

Staff spoke to the project leads in two municipalities currently working towards achieving the first three PCP milestones. West Hants is currently working on completing Milestone 1. West Hants hired two summer students and a Consultant at the cost of \$80k total. Colchester hired a planning intern and will have a consultant complete a Corporate and Community Energy Plan for Milestone 3 estimated at a cost between \$70-\$100k.

Staff recommends that the municipality hire students to compile the data for the inventories needed for Milestone 1 and hiring a consultant to assist with setting reduction targets (milestone 2) and developing an action plan (milestone 3.)

There are several eligible funding programs to hire students including:

- Low Carbon Communities;
- Clean Leadership Internship Program (60% wage subsidy);
- Co-op Education Incentive (reimburse up to \$7.50/hour);
- Canada Summer Jobs (up to 100% of min. wage);
- Eco Canada up to 50% of a co-op student's wage);
- Science Horizons Internship (6-12-month placement).

It's anticipated that completing milestone 1, updating the corporate inventory and compiling the data for the community inventory, would take approximately 3-6 months at a cost of \$8,700 to \$17,400 without grants.

Hiring a consultant to assist with milestones 2 and 3 is anticipated to cost approximately \$70,000 to \$85,000. This is a gas tax eligible expense and other funding sources may be available such as the Low Carbon Communities program.

STRATEGIC PLAN

Add Climate Emergency to the strategic plan.

POLICY RELEVANCE

The municipality has been experiencing the effects of climate change such as:

- damage from storm surges and coastal flooding;
- flooding from heavy rains (MODL has flown detailed elevation mapping and has recently identified inland floodplains and will follow-up with a floodplain policy discussion. MODL is also currently working on a flood risk assessment and migration study for the Petite Riviere watershed);
- residents experiencing drought (MODL has offered a Water Coupon Program in 2016 and 2018); and,
- the spread of black-legged ticks infected with lyme disease (MODL is currently involved with a bait station research program and an educational campaign to help manage Lyme and tick issues.)

Related relevant policies include:

- Municipal Climate Change Action Plan;
- Integrated Community Sustainability Plan; and,
- Active Transportation Plan

WORK PROGRAM IMPLICATIONS

- Year 1-2: Hiring and supervision of student(s) to compile the inventories (timeline depends on the timing of employing the student(s) whether limited to a summer term or employed for a longer internship);
- Year 2-3: Issue an RFP for a consultant to develop an action plan;
- Once an action plan has been adopted the expectation would be that the action items would be integrated across all departments.

ALTERNATIVES

- B) Not declare a climate emergency and continue with one-off projects to reduce emissions as opportunities arise.
- C) Endorse the full resolution as submitted by the extinction rebellion.
- D) Direct staff to research further implications or bring back additional information regarding declaring a climate emergency.

COMMUNICATION CONSIDERATIONS

If Council declares a climate emergency a press release can be issued explaining the municipality's intended action. A communications/engagement plan to be developed to cover each PCP milestone.

CONCLUSION

The climate is changing. We will increasingly experience warmer, wetter, wilder, weather.

Local governments are essential to the successful implementation of the Paris Agreement to limit global warming to 1.5°C above pre-industrial levels. Local governments around the world are taking urgent action to avoid the worst impacts. MODL can take urgent action. Actions that can save money in municipal operations, lower energy costs for residents and businesses and increase investment in the local economy.

The PCP program is a proven approach to reduce greenhouse gas emissions. PCP offers the support to help ensure municipalities are successful. The PCP program will enable the municipality to take systematic and organized action on climate change.

Council Resolution to Join the FCM–ICLEI Partners for Climate Protection Program

WHEREAS The Federation of Canadian Municipalities (FCM) and ICLEI–Local Governments for Sustainability (ICLEI Canada) have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 350 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

BE IT RESOLVED that the municipality of _____ review the guidelines on PCP Member Benefits and Responsibilities and then communicate to FCM and ICLEI Canada its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of _____ appoint the following:

a) Corporate staff person (Name) _____
(Job Title) _____
(Contact number) _____
(Email address) _____

b) Elected official (Name) _____
(Job Title) _____
(Contact number) _____
(Email address) _____

to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

Signature
Date

PCP Member Benefits and Responsibilities

The PCP program offers you a proven approach to reducing greenhouse gas (GHG) emissions, and the support you need to achieve success. Being actively engaged in the PCP program gives your municipality the chance to become a leader by taking systematic and organized action on climate change. By participating in the PCP program, Canadian municipalities gain access to the following tools and resources:

- Support and guidance, through the PCP Milestone Framework, to help members reduce GHG emissions.
- Access via the PCP Hub to a network of over 350 local governments across Canada that are taking action on climate change and can help your community succeed by offering their experience and examples.
- Technical support tools, including the PCP Milestone Tool and PCP Protocol.
- Information and access to funding opportunities, such as those offered by FCM's Green Municipal Fund.
- Capacity-building resources, including workshops, case studies and training opportunities.
- Awards and recognition for milestone achievements and for reported measures.

Members of the PCP program have the following responsibilities:

- Move through the Milestone Framework within 10 years of joining
- Report on progress at least once every two years, with our support
- Email us if your contact information changes
- Actively participate in program activities and share your experience with other network members

If your municipality is not able to meet the PCP program requirements, you can always leave the program and rejoin it at a later date. You can also contact the PCP Secretariat anytime for help with submitting documentation to meet the requirements.

Supporting Rationale for Consideration

It is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy.

The 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts.

Local governments are essential to the successful implementation of the Paris Agreement.

Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services.

Investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses.

A number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting.



Municipality of the District of Lunenburg

REQUEST FOR A DECISION

REPORT TO: Policy & Strategy Committee

SUBMITTED BY: Elana Wentzell, CPA, CMA

DATE: October 15, 2019

RE: MDL-49 Property Tax Rebate Policy Proposed Amendments re: Property of a Deceased Person

RECOMMENDATION

“that the Policy and Strategy Committee recommends to Municipal Council that Municipal Council approves the proposed amendments to Policy MDL-49 Property Tax Rebate as follows:

- 1. Section 4.1 of Policy MDL-49 be added “An application may be made on behalf of a deceased property owner if the property owner received the property tax rebate in the previous fiscal year”;*
- 2. Section 1. of the Application attached to Policy MDL-49 be updated to include “or I am making application on behalf of a deceased property owner who received the property tax rebate in the prior fiscal year”;*

and hereby gives seven (7) days’ notice of its intention to approve the proposed amendments to Policy MDL-49 at the October 22, 2019 Council meeting.”

BACKGROUND

Council and Staff have been asked if an application for the property tax rebate can be made on behalf of a property owner who is deceased. An update to the existing policy is required in order to accommodate this request.

OPTIONS

The Committee has the option to approve or deny the changes to the Policy. Staff believe it would be prudent to only allow an application to be made on behalf of a deceased property

owner if the property owner themselves had received the rebate in the prior year. This would eliminate an estate receiving the property tax rebate more than once.

BUDGET IMPLICATIONS

There would be minimal budgetary implications as any rebate received should be consistent with the prior year.

STRATEGIC PRIORITIES

N/A

CONCLUSION

To accommodate the request to make an application on behalf of a deceased property owner, the property tax rebate policy MDL-49 requires the recommended updates.

| | |
|--|--------------------|
| Department: Finance and Administration | |
| Report Prepared By: Elana Wentzell | Date: Sep 11, 2019 |
| Report Approved By: _____ | Date _____ |
| Reviewed By CAO: _____ | Date _____ |

**Municipality of the District of Lunenburg
PROPOSED POLICY**

| | |
|---|---|
| Title: Property Tax Rebate Policy | |
| Policy No. MDL-49 | |
| Effective Date: July 14, 2009 | Amended Date: April 14, 2015, Nov. 10, 2015, Jan. 22, 2019 |

The Council of the Municipality of the District of Lunenburg hereby adopts the following Policy respecting the Property Tax Rebate for the purpose for providing compassionate property tax relief for low income property tax payers residing in their own principal residences. **[amended Nov. 10, 2015]**

1. This policy is entitled the "Property Tax Rebate Policy" **[amended Nov. 10, 2015]**.
2. In this Policy:
 - 2.1 Income means a person's total gross income (total income before deductions) from all sources for the calendar year preceding the fiscal year of the Municipality of the District of Lunenburg excluding any allowances paid pursuant to the *War Veterans Allowance Act* (Canada) or Pension paid pursuant to the *Pension Act* (Canada) and includes the income of all assessed owners, their spouse(s), including common law spouses residing at the property and all owners defined in Section 2.2 residing at the property. **[amended Nov. 10, 2015]**
 - 2.2 "Owner" includes:
 - 2.2.1 the person assessed for the property;
 - 2.2.2 a person who holds title including a part owner, joint owner, tenant in common, or joint tenant of the property;
 - 2.2.3 a person having the care or control of the property through adverse possession; and
 - 2.2.4 a person with a life interest in the property.
 - 2.3 "Principal Residence" includes the ordinary place of residence of an owner who is in a hospital or nursing care facility, unless that person has not slept at the property for a period of two (2) years or more, or unless the property has been rented to paying tenants, in either of which events, the property shall be deemed to cease being the owner's ordinary place of residence.
 - 2.4 "Taxes" means residential property taxes and any applicable area rates excluding property improvement charges. **[amended Jan. 22, 2019]**
 - 2.5 "Treasurer" includes persons authorized by the Treasurer.

EXEMPTION

3. The Municipality of the District of Lunenburg hereby grants on an annual basis a rebate from taxation, operating as a reduction in the taxes otherwise payable to the Municipality of the District of Lunenburg in respect of a property subject to sections 6 and 7 herein. **[amended April 14, Nov. 10, 2015 & Jan. 22, 2019]**
4. The rebate shall only apply to owners who occupy the property as that owner's principal residence. **[amended Nov. 10, 2015]**

4.1 Application may be made on behalf of a deceased property owner if the property owner received the property tax rebate in the previous fiscal year.

5. Where a property is assessed to more than one owner other than persons whose income is included in the calculation of income pursuant to this Policy, any who are entitled to a rebate may receive only the portion of the rebate equal to that person's share of the assessment for the property, but where the different interests are not separate, then to that portion determined by the Treasurer, whose determination is final. **[amended Nov. 10, 2015]**
6. Notwithstanding any other provision of this Policy,
 - 6.1 The maximum rebate amount shall be scaled based on income as outlined in the table below:

| Household Income | Maximum Rebate value | Maximum percentage of bill |
|---------------------|----------------------|----------------------------|
| under \$9,999 | up to \$500 | 100% |
| \$10,000 - \$14,999 | up to \$400 | 100% |
| \$15,000 - \$19,999 | up to \$250 | 100% |
| \$20,000 - \$24,999 | up to \$150 | 100% |
| \$25,000 - \$29,999 | up to \$100 | 100% |

[amended April 14, Nov. 10, 2015 & Jan. 22, 2019]

- 6.2 In any fiscal year in which the total rebate value from qualified applicants exceeds the budgeted amount for the tax rebate, the rebate amounts shall be pro-rated to match the budgeted amount. **[amended April 14 & Nov. 10, 2015]**
- 6.3 Council will set the total rebate budget each year by motion. **[amended April 14 & Nov. 10, 2015]**
7. In order to be eligible for a rebate, the property owner shall submit to the Treasurer a Statutory Declaration in the form attached hereto by no later than August 1 of the fiscal year, for which the rebate is sought. The required Statutory Declaration contains a statement of income, which must be provided before the application for property tax rebate can be considered. **[amended April 14 & Nov. 10, 2015]**

8. The Treasurer may ask for documentary verification if income from any source or confirmation of income from third parties. The Treasurer may reject an application, which in the Treasurer's opinion, is not adequately verified or substantiated. **[amended April 14, 2015]**

9. All decisions made by the Treasurer relating to this Policy and its application are final.

ENFORCEMENT CHARGES NOT EXEMPTED

10. Notwithstanding any other provision of this Policy, no rebate is conferred from obligations to remedy unsightly or dangerous premises or any other infractions against a statute, regulation or by-law, whether Municipal, Provincial, or Federal and any charges imposed upon a property arising from enforcement of such provisions shall not be subject to a tax rebate pursuant to this Policy. **[amended Nov. 10, 2015]**

| Clerk's Annotation for Official Policy Book | |
|---|--------------------------|
| Date of Adoption: | <u>July 14, 2009</u> |
| Date of Notice to Council Members of Intent to Consider Amendments (7 days minimum) | <u>March 24, 2015</u> |
| Date of Passage of Amendments: | <u>April 14, 2015</u> |
| Date of Notice to Council Members of Intent to Consider Amendments (7 days minimum) | <u>November 2, 2015</u> |
| Date of Passage of Amendments: | <u>November 10, 2015</u> |
| Date of Notice to Council Members of Intent to Consider Amendments (7 days' notice) | <u>January 15, 2019</u> |
| Date of Passage of Amendments | <u>January 22, 2019</u> |
| I certify that this " <i>Property Tax Rebate Policy – MDL-49</i> " was adopted by Council as indicated above. [amended Nov. 10, 2015] | |
| _____ | _____ |
| Municipal Clerk | Date |



**The Municipality of the District of Lunenburg
Statutory Declaration
Deadline for Applications – August 1, 20_____**

I, _____
of (civic address) _____

Assessment Account Number _____ Telephone Number _____

In Municipality of the District of Lunenburg, in the Province of Nova Scotia, do solemnly declare that:

1. I live in the property at the above civic address for which the property tax rebate is being applied. **[amended Nov. 10, 2015]** *or I am making application on behalf of a deceased property owner who received the property tax rebate in the prior fiscal year.*
2. The information in the Statement of Income is true and correct.
3. The total income from last year of all owners and their spouse (including common law spouse) living at the property excluding *War Veterans Allowance Act* (Canada) or pension paid pursuant to the *Pension Act* (Canada) is less than \$29,999. **[amended Jan. 22, 2019]**
4. The following are the owners and their spouses (including common law spouses) living on the property:

5. The total income from last year of the persons listed in paragraph 4 is included on the Statement of Income
6. I consent to the Municipality of the District of Lunenburg carrying out such inquiries as it deems necessary in order to assess my claim and I agree that the Municipality of the District of Lunenburg has my authorization and consent to obtain information from any third party source whatsoever and I will execute any necessary documentation required in order to disclose information to the Municipality of the District of Lunenburg.
7. I understand that Municipal Council will determine the actual amount of the rebate for the year after all the applications have been received and reviewed. **[amended Nov. 10, 2015]**

AND I make this solemn declaration conscientiously believing the same to be true and knowing that it is of the same force and effect as if made under my oath and by virtue of the *Canada Evidence Act*.

SOLEMNLY DECLARED

Before me, at _____,
in the County of _____,
and Province of Nova Scotia, this _____, day
of _____, 20 ____.

A Barrister or Commissioner of the Supreme Court
of Nova Scotia, or Mayor; or Councillor (sworn as
a Commissioner), or a Notary Public of the Province
of Nova Scotia

Signature

Signature



Statement of Income
for the calendar year ending December 31, 20 ____.

| | Name: | Name: | Total |
|------------------------------------|-------|-------|-------|
| Employment Income | | | |
| Canada Pension Plan Income | | | |
| Old Age Security Income | | | |
| Guaranteed Income Supplement | | | |
| Interest Income (Bank, Bonds, etc) | | | |
| Rental Income | | | |
| Business Income (specify) | | | |
| *Other Pension Income (specify) | | | |
| Other Income | | | |
| Total Yearly Income | | | |

* Do not include *War Veterans Allowance Act* income or income from the *Pension Act (Canada)*. The *Pension Act (Canada)* is not the Canada Pension Plan or Old Age Security, but it is a Pension for members of the Armed Forces who have been disabled or their dependents.



Municipality of the District of Lunenburg

Recreation Services

MEMORANDUM

TO: Municipality of the District of Lunenburg, Policy and Strategy Committee

FROM: Trudy Payne, Director of Recreation Services

DATE: October 15, 2019

RE: Designated Community Project Fund

Recommendation

It is being recommended that Council not change section 5.0 titled 'receipts' in Policy MDL-48, the Designated Community Project Fund.

Executive Summary

On April 14, 2009 the Municipality of the District of Lunenburg Council adopted the Designated Community Project Fund Policy, MDL-48, which in essence enables donations to be made to the Municipality on behalf of a community project, enabling the donor to receive a tax receipt. The Municipality may then by resolution make a grant contribution from this fund to the group that is undertaking the community capital project. The first approved Designated Community Project Fund was with the Lunenburg Yacht Club. (Policy attached)

On July 23, 2019 council amended the policy revising section 12.0 titled administration charge. Council made the decision not to charge an administration charge and to grant all the funds, through a resolution of Council, to non-profit groups that have a management agreement with the Municipality. Those non-profit groups that do not have a management agreement would be charged the administration fee.

At the September 17, 2019 Policy and Strategy meeting, when information was provided concerning the tracking of projects through these funds, a question was raised as to whether section 5.0 titled 'receipts' which states "a charitable donation receipt, where and to the extent permissible under the Income Tax Act (Canada), will be issued to donors, for donations of \$100 dollars or more", should be changed to a lesser amount. After discussion with the Director of Finance, based on the amount of administration time it takes to process donations, it is being recommended that the amount of \$100 dollars or more remain in the policy. Also, the capital projects groups are raising funds usually have a significant cost and leaving the amount of \$100 may provide incentive for donors to provide at least \$100. If the donation amount was changed to \$50.00, for example, it would be recommended that the \$5.00 administration fee remain as it cost just as much in staff time to process a \$100 donation as it does a \$50 donation. This may

also result in the non-profit group paying more in administration fees, which means less of the dollars fund raised would be awarded back to the group.

The Recreation Department to date has not had a group express concern that the \$100 dollar or more donation is too much.

Impact to the budget

If the \$100 dollars or more remains in the policy, there would be no impact. The impact if the amount was changed could result in collecting more administration fees but the cost of staff time would also increase. The administration fee is not a significant revenue generator for MODL, however, spending more staff time on the designated community project fund donations will take staff from other task.

Alternatives

To reduce the amount to less than \$100 dollars and keep the \$5.00 per donation administration fee.

To reduce the amount to less than \$100 dollars and waive the administration fee for all groups that have an approved designated community fund project with MODL.

Conclusion

The Recreation Department has never had a group express that the \$100 dollars or more donation was too much. Also, the staffing time it takes to process the donation, issue the receipt, hold back the administration fee, writing a report recommending Council award the funds raised by the group back the group and then issuing the cheque all takes staff time, which would increase if the donation amount was decreased. These are the reasons why staff are recommending the \$100 dollars or more donation remain in the policy.

Municipality of the District of Lunenburg POLICY

| | |
|--|---------------|
| Title: Designated Community Project Fund | |
| Policy No. MDL-48 | |
| Effective Date: April 14, 2009 | Amended Date: |

1.0 Title

The Municipality of the District of Lunenburg shall establish a procedural policy known as the Designated Community Project Fund (D.C.P.F).

2.0 Administration

The fund shall be a segregated fund administered by the Municipality of the District of Lunenburg,

3.0 Eligibility

The intention of the fund is to assist eligible organizations who do not place restrictions on membership (save for minimal restrictions such as membership fees). Any expenditure from the D.C.P.F. is at the sole discretion of Municipal Council.

Persons (including, without limiting the foregoing; individuals, corporations, organizations, trusts and partnerships) may make donations to the Municipality of the District of Lunenburg with a direction that the donation(s) be added to the D.C.P.F. The following wording must be included in D.C.P.F. solicitations by any individual organization:

The (name of organization) is unable to issue a tax deductible receipt under the Income Tax Act. However, the Municipality of the District of Lunenburg has established a Fund entitled the Designated Community Project Fund (D.C.P.F.). Municipal Council may by Resolution make a grant or contribution from this Fund pursuant to Section 65(au) of the Municipal Government Act, for facilities located within the Municipality of the District of Lunenburg.

The (name of organization) may make an application to the Municipality of the District of Lunenburg for a grant, equivalent to the money collected from their campaign (less applicable administrative charges) for capital expenditures on facilities from this Fund.

If individuals wish to receive a tax deductible receipt, acknowledging that any grant to the (name of organization) from the Municipality of the District of Lunenburg is at the discretion of Municipal Council, then they should make the cheque payable to "Municipality of the District of Lunenburg" with a notation on the "memo" portion of the cheque that it is for the D.C.P.F.

9.0. Decision

The Community Services Focus Group will receive, review, report upon and make recommendations to Council for grants to qualified organizations.

The Community Services Focus Group will also make recommendations to Council for capital expenditures by the Municipality of the District of Lunenburg on facilities owned by the Municipality of the District of Lunenburg that are to be funded by the D.C.P.F.

10.0 Advertisement

Pursuant to Section 65(a) of the Municipal Government Act, Council shall annually publish in a newspaper circulating within the Municipality of the District of Lunenburg a list of the organizations and the amounts each received as a grant or contribution from this Fund.

11.0 Records

Receipts and receipt books shall be under the supervision and control of the Municipal Treasurer or designate of the Municipality of the District of Lunenburg.

12.0 Administration Charge

The Municipality of the District of Lunenburg will charge a 5% administrative fee up to a maximum of \$5.00 per contribution, and this amount will be deducted from the initial contribution.

For greater clarity: \$100.00 contribution x 5% admin fee = \$5.00, \$95.00 would be deposited into the D.C.P.F.

Clerk's Annotation for Official Policy Book

Date of Adoption April 14, 2009

Date of Notice to Council Members
off Intent to Consider March 19, 2009

Date of Passage of Amendments:

I certify that this "*Designated Community Project Fund Policy*" was adopted by Council as indicated above.

Municipal Clerk

Date



DESIGNATED COMMUNITY PROJECT FUND

APPLICATION FORM

Name of Organization

Applicant/Contact Person

Mailing Address

Business telephone

Home telephone

Email

Organization Details

Is Organization a Registered Society under the NS Society Act? Yes No Registration #

Is the Organization a Registered Charity under Federal authority? Yes No Registration #

Public

Private

Membership Driven

Do you have a Junior Program? Yes No

Do you have a Subsidy Program? Yes No

Please attach a copy of your Memorandum of Association and a list of your current Executive Board Members.

Financial Details

What is the date of your Fiscal Year End? _____

Please attach a copy of your latest Financial Statement

Facility Information

Civic Address

Please provide an overview of the Property and Buildings

Are there Assets Owned or Leased? Yes No Itemize

Have you used this community project fund before? Yes No If yes, please explain?

PLEASE NOTE: Funds received by D.C.P.F. will be dispersed at the discretion of Council. Any organization that fundraised on behalf of D.C.P.F. will not be guaranteed that they will receive a grant from this fund.

Date of application: _____

Signature: _____

Print name and Position: _____

Representatives from your organization may be requested to supply additional information or to make an appearance before Council to present your request.

Advertisement: Council will publish a list of the grants approved from the Designated Community Project Fund in accordance with Section 65(AU) of the Municipal Government Act.

This Application Includes:

- | | |
|---|--|
| <input type="checkbox"/> Completed Signed Application | <input type="checkbox"/> Copy of Memorandum of Association |
| <input type="checkbox"/> Copy of Latest Financial Statement | <input type="checkbox"/> List of Executive Board Members |
| <input type="checkbox"/> Insurance Provider name and coverage | <input type="checkbox"/> Signed Letter of Understanding |

**** Attach any additional supportive information****

Return to: Lunenburg Municipal Recreation
210 Aberdeen Rd.
Bridgewater, NS B4V 4G8
Fax: (902)527-1135

For information: (902) 541-1343 email recreation@modl.ca

To: Grant recipient

Designated Community Project Fund - Letter of Understanding

Dear _____ :

You have requested the Municipality of the District of Lunenburg to establish a designated community project fund, pursuant to Policy Number MDL-48, for the benefit of your organization.

Pursuant to the above noted policy, and Section 65 of the Municipal Government Act, the Municipality of the District of Lunenburg is not compelled to release any funds contributed to the Municipality to any one particular eligible organization. Although you may encourage members of your organization to contribute to the designated community project fund, you acknowledge and understand that the Municipality is not compelled to release that contribution to your organization as a grant or contribution, or in any form whatsoever.

As well, you understand that Section 65 (au) of the Municipal Government Act requires the Municipality to publish annually a list of the organizations and grants or contributions made pursuant to this clause in a newspaper circulating in the Municipality. Therefore, assuming that the Municipality does release your organization's designated contribution back to your organization; we must publish the details in a local newspaper. By signing this letter, you and your organization acknowledge and agree to this also.

By signing this letter of understanding, you consent to the Municipality of the District of Lunenburg establishing a designated community project fund for your organization, pursuant to the above noted conditions. You may avail yourself of independent legal advice before signing this letter, but the signing of this letter indicates that you have either availed yourself of independent legal advice or have waived your right to do so.

Your signature below, indicates agreement and consent to all of the above noted terms and conditions.

Best regards,

April Whynot-Lohnes
Municipal Clerk

Name of Organization: _____

Signature of Authorized Person

Print Name of Authorized Person

Date: _____



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Policy and Strategy Committee

SUBMITTED BY: Tissy Bolivar, Program Coordinator

DATE: October 15, 2019

RE: PRO Kids Administration Support for Mahone Bay

Cc: Trudy Payne, Director of Recreation Services

RECOMMENDATION

Staff recommends:

That the Policy and Strategy Committee recommend to Municipal Council that Council enter into an agreement with the Town of Mahone Bay to administer the PRO Kids program on their behalf with funding from the Town of Mahone Bay to support applications for their residents. The Town of Mahone Bay will also pay MODL a rate of \$40/hour to process applications.

Motion required.

EXECUTIVE SUMMARY

The Municipality of the District of Lunenburg has been approached by the Town of Mahone Bay to assist them in the implementation of the PRO Kids program for Town residents. The Town of Mahone Bay is the only Municipal unit in Lunenburg County that does not currently offer the PRO Kids program.

The Town of Mahone Bay would supply the Municipality of the District of Lunenburg with a lump sum (to be determined by the Town of Mahone Bay) to support applications from their residents specifically. MODL funds would not be administered for applications within the Town of Mahone Bay. Once the funding provided by Town of Mahone Bay was depleted, no further applications would be approved until more funding is provided from the Town or their fundraising pursuits.

At the September 17, 2019 meeting of the Policy & Strategy Committee, staff were directed to look at determining an hourly rate that would cover the cost of processing a PRO Kids Application and to bring it back to the Committee for consideration. The recommendation reflects this request based on the hourly rates of staff who are involved in the administration process.

BACKGROUND

PRO Kids is a financial assistance program administered by MODL to support children and youth of the Municipality of the District of Lunenburg who otherwise could not participate in sport, recreation, and cultural activities due to financial limitations.

Positive Recreation Opportunities for Kids (PRO Kids) is a unique community program that is implemented across Canada, including in the Municipality of the District of Lunenburg (MODL). This program provides financial assistance to children and youth from the Municipality who are not able to participate in sport, recreation or cultural activities due to a lack of funds. PRO Kids strives to remove financial barriers to ensure every child and youth has an opportunity to participate in recreational activities.

Children and youth 18 years of age or under who live within the Municipality of the District of Lunenburg and are experiencing financial limitation to cover the costs associated with organized, registered recreation and cultural activities. The PRO Kids program uses a reference system to identify the need of the family, as opposed to financial statements like Kid Sport and Canadian Tire Jumpstart. In addition, PRO Kids is the only financial assistance program in our area that offers funding for non-physical activity and sport related activities, such as art, music, camp, etc. There is no capped fee on the amount you can apply for through PRO Kids. Applications can be accepted year-round, but each applicant is only considered once per season.

PRO Kids relies on the support of Municipal funding, community agencies such as the United Way of Lunenburg County, organizations, schools, businesses and individuals for continued support. We offer income tax receipts for any donation over \$10.

Placing children and youth in activities through the PRO Kids program will not only affect these children; it will also positively affect their families and friends, those who are involved in the activity in which they participate, and the community at large. The children placed through the program will be encouraged to achieve their full potential and uncover their unique talents. They will feel a sense of belonging and community, will have an increase in self-esteem, and will have a chance to live a healthy, active life.

In addition, there are numerous benefits to the community when children get involved in recreation activities, instead of watching from the sidelines include:

- Builds healthy communities and a healthy lifestyle
- Is an investment in the future of our young people
- Develops friendships and social networks
- Fosters cooperation and good citizenship
- Promotes positive behaviours
- Builds confidence and self-esteem
- Encourages community involvement
- Provides an opportunity to be part of a team
- Provides fun and enjoyment
- Develops leadership skills
- Is an important tool in crime prevention
- Strengthens families
- Promotes healthy development
- Builds social skills
- Lowers rates of illness and associated costs
- Results in higher grade

BUDGET IMPLICATIONS

By providing administrative support to the Town of Mahone Bay for PRO Kids, it would not directly impact our budgeted funds for our own PRO Kids program. MODL funds will solely be used for MODL residents, not Town of Mahone Bay residents. Once funding provided by the Town of Mahone Bay was used, no further applications could be processed until we received additional funding.

There would be costs associated with staff support, administration support (copies, phone calls, financial, etc.), however, it is to be expected these charges would be recuperated from the hourly rate charged to Mahone Bay. Currently, it takes approximately 1.5 hours to process one PRO Kids application between various staff in Recreation, Administration, and Finance departments.

Any funds remaining at the end of the fiscal year from the Town of Mahone Bay will be carried over to the next fiscal year. This is the current practice for MODL PRO Kids.

ALTERNATIVES

Below is a chart of percentage options based on different amounts provided by the Town of Mahone Bay to support residents in the Town.

| Admin. % → | 1% | 2% | 3% | 4% | 5% | 10% |
|----------------|------|------|------|-------|-------|-------|
| Pot of \$ ↓ | | | | | | |
| \$500 | \$5 | \$10 | \$15 | \$20 | \$25 | \$50 |
| \$1,000 | \$10 | \$20 | \$30 | \$40 | \$50 | \$100 |
| \$2,000 | \$20 | \$40 | \$60 | \$80 | \$100 | \$200 |
| \$2,500 | \$25 | \$50 | \$75 | \$100 | \$125 | \$250 |

Another option would be to charge a flat rate per application received.

CONCLUSION

To support the Town of Mahone Bay to offer PRO Kids to their residents, it is our recommendation that we charge \$40/hour to offset our staffing costs as a result of increased applications for Town of Mahone Bay residents. This will allow all residents in Lunenburg County to access the PRO Kids program through their respective Municipal units.

| | |
|-----------------------------------|--------------------|
| Department: | |
| Report Prepared By: Tissy Bolivar | Date: Oct. 8, 2019 |
| Report Approved By: _____ | Date _____ |
| Reviewed By CAO: _____ | Date _____ |



Municipality of the District of Lunenburg

210 Aberdeen Road Bridgewater Nova Scotia Canada B4V 4G8
Phone: 902-543-8181 / Fax: 902-543-7123 / Web Site: www.modl.ca

MEMORANDUM

TO: Policy and Strategy Committee

FROM: Tissy Bolivar
Recreation Program Coordinator

DATE: October 15, 2019

RE: Mahone Islands Conservation Association: Sponsorship Ad Grant
c.c. Trudy Payne, Director of Recreation Services

RECOMMENDATION

That the Policy and Strategy Committee recommend to Council that Municipal Council approve **\$500** under the Sponsorship Ad Grant for the **Mahone Islands Conservation Association (MICA)**, to assist them with their Annual Gala Dinner and Auction taking place on Friday, November 8, 2019 at Oak Island Resort and Conference Centre.

Motion Required

BACKGROUND

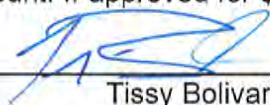
MODL has worked in partnership with MICA for many years. It is a non-profit organization that protects and conserves the natural environment of the islands and shoreline of Mahone Bay and the traditional, social, and recreational opportunities valued by its various communities. It benefits municipal residents.

MICA relies on corporate support to allow them, in partnership with the Province of Nova Scotia, the Municipality of the District of Lunenburg and the Municipality of the District of Chester, to take the initiative in island acquisitions. As a result, to date, there are 15 islands (or portions, in the case of Masons) that have been brought back into public ownership by MICA for conservation and for traditional public use.

MICA is requesting \$1000. With a **\$1,000** Corporate Sponsorship, MICA will display the MODL name and logo on their website with a link to our website for the year. MODL will be promoted at the Gala Dinner and Auction and other MICA events during the year. With a **\$500** sponsorship MODL will be listed in the event program under additional MICA financial contributors. MODL will also receive a thank you letter and certificate of appreciation. *As per the grant criteria, organizations shall only be approved for a maximum of \$500 per year, which includes a combination of cash and prize value.* Council provided the Association a grant in the amount of \$500 in 2018/2019.

BUDGET IMPLICATIONS

The total budget for the Sponsorship Account is \$4,000. \$2,390 has been allocated to date leaving \$1,610 currently available in this account. If approved for \$500, \$1,110 will be remaining in the fund.



Tissy Bolivar

/tb



Municipality of the District of Lunenburg

210 Aberdeen Road Bridgewater Nova Scotia Canada B4V 4G8
Phone: 902-543-8181 / Fax: 902-543-7123 / Web Site: www.modl.ca

MEMORANDUM

TO: Policy and Strategy Committee

FROM: Tissy Bolivar
Recreation Program Coordinator

DATE: October 15, 2019

RE: Mahone Bay and Area Lions Club: Sponsorship Ad Grant
c.c. Trudy Payne, Director of Recreation Services

RECOMMENDATION

"That the Policy and Strategy Committee recommend to Council that Municipal Council approve the Sponsorship Ad request of the **Mahone Bay Lions Club** for **\$200**, to support their 50 Years of Service Charter Night through a ½ page ad in their charter night booklet on November 16, 2019. This sponsorship would be in partnership with the Municipality of the District of Chester who would provide \$200 to cover the remaining ½ page ad."

If the Municipality of the District of Chester does not provide a matching sponsorship, staff recommends "that the Policy and Strategy Committee recommend to Council that Municipal Council approve the Sponsorship Ad request of the **Mahone Bay Lions Club** for **\$400**, to support their 50 Years of Service Charter Night through a full page ad in their charter night booklet on November 16, 2019."

Motion Required

BACKGROUND

In the fall of 1969, 23 young men chartered the Mahone Bay and Area Lions Club. Their club serves a wide area around the Town of Mahone Bay stretching from the Gold River bridge to Maitland and from Martin's Brook/Schnare's Crossing roads to the Upper Northfield Road. As one of the most successful Lions Clubs in Nova Scotia, they have won many awards for their outstanding service to their communities and Lions in general. As a charitable organization, the Mahone Bay and Area Lions Club have a strong mandate to give back to their communities.

Their projects include, but are not limited to: construction of the pool and playground in early years (Mahone Bay), providing bursaries, sponsoring dog guides, assisting other organizations such as the VON, Legion and Fire Departments, assisting seniors and the needy when requested, providing a wide program for students in the schools, supporting the three Lions foundations, as well as participating in the Lions recycling programs for glasses, hearing aids and sleep apnea machines.

MODL has not sponsored a charter night for the Mahone Bay and Area Lions Club in the past. This sponsorship will include an ad in their 8.5"X11" booklet at the event (either ½ or full page, depending on recommendation). Their booklet is produced in house, will reach approximately 110 attendants and the ad will be on the front or back inside cover of the booklet. The sponsorship received will help cover the

costs associated with their charter night, as well as support their organizations many programs and projects which benefit the community.

The Town of Mahone Bay has sponsored this request in the amount of \$500 for an outside back cover ad in the booklet.

BUDGET IMPLICATIONS

The total budget for the Sponsorship Account is \$4,000. \$2,390 has been allocated to date leaving \$1,610 currently available in this account. If approved for \$200, \$1,410 will be remaining in the fund. This excludes other Sponsorship requests before Council.



Tissy Bolivar

/tb

Request for Agenda Items under Mayor's/Deputy Mayor's/Councillors' Matters

TO: Chief Administrative Officer

FROM: Michael Ernst

DATE: October 7, 2019

- 1. Agenda Item: Development of a wayside pedestrian/cyclist's park, Indian Point
- 2. On what agenda do you want the item placed? PSC October 15, 2019
- 3. Do you have written material to circulate with the agenda? Yes X

Proposal attached to this application.

4. What is its relevance to Council or the committee?
 There are no maintained Municipal Open Spaces in District 8. This is a low cost opportunity that has community support.

5. What outcome(s) are you seeking?
 Consideration of the request and the development of a maintained wayside area in 2020.

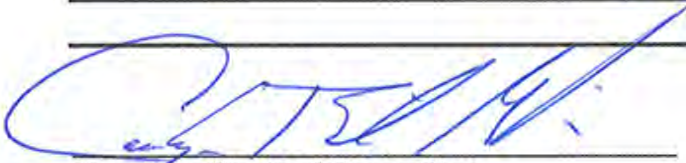


Councillor's Signature

October 7, 2019
Date

Approval for agenda: Yes No

Reason for Denial:



Mayor or Chair of Committee

Oct. 10/19

Date



Proposal for developing a Pedestrian/Cyclist Rest Area in Indian Point by the Municipality of the District of Lunenburg.

PID60679313- Approx. 1340 ft² in size, the parcel was originally an area for local farms to thresh grain crops. Movement of the highway inland resulted in part of the property being lost.

Panoramic View from the Property



From Left to right are Gifford, Rous, Sheep and Goat Islands, Second Peninsula, Backmans, Coveys, Hermans, Loye and Andrews Islands and Andrews Point.

Many cyclists and pedestrians would enjoy stopping to view the beautiful scenery, the various watercraft and the wildlife.

The Ask is that the Municipality of the District of Lunenburg consider establishing this parcel as a rest spot for walkers and cyclists.

The cost would be minimal as the only development needed involves:

- the building of a walkway over the highway ditch using marine pressure treated timber;
- minimal clearance of the ground area;
- placing a simple bench;
- carrying seasonal maintenance.

Other Considerations;

- Garbage cans are not necessary.
 - Interpretive signage can be sourced locally.
 - The ditch is approximately 2.5ft deep, an 8-10ft span should be sufficient.
- Using marine pressure treated timber will prolong use.
- The property is being encroached upon.
 - Two trees were cut down on the plot by an unknown party.
 - On the lower end the adjacent property owner has encroached 8 ft. beyond the survey marker into the MoDL piece. This has already been brought to Council's attention.

Thank you for considering this community request.

Michael Ernst, District 8



Photos taken October 7, 2019

Request for Agenda Items under Mayor's/Deputy Mayor's/Councillors' Matters

TO: Chief Administrative Officer
FROM: Michael Ernst
DATE: October 7, 2019

- 1. Agenda Item Update on waste matters.
- 2. On what agenda do you want the item placed? PSC October 15, 2019
- 3. Do you have written material to circulate with the agenda? Yes X

Please see attached report on the Efficiency and Effectiveness Report that was released on September 23.

4. What is its relevance to Council or the committee?
Waste collection is a major expense for municipalities. Council members may be interested in recent developments.

5. What outcome(s) are you seeking?
Feedback from Council members are always welcomed.

(Signature)
Councillor's Signature

October 5, 2019
Date

Approval for agenda: Yes No

Reason for Denial:

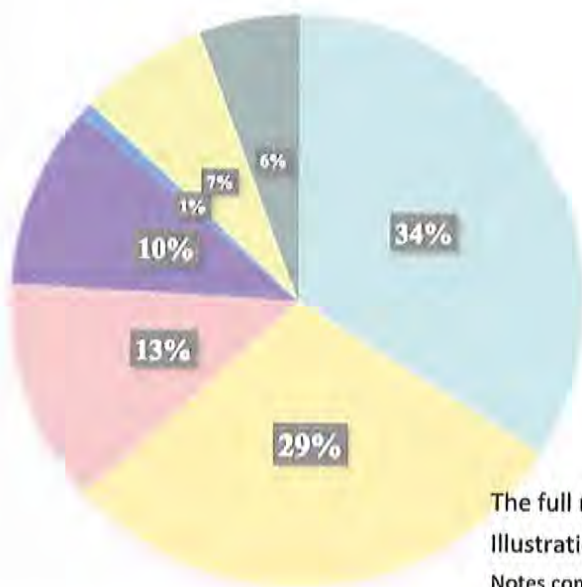
(Signature)
Mayor or Chair of Committee

(Signature)
Date

Efficiency and Effectiveness Report

Full Title: Efficiency and Effectiveness of the Solid Waste and Resource Management System

- This is a Province wide independent study of municipal waste services. It was Provincially funded, but led by Municipal staff and representatives. One aim of the study is to aid the Province in setting future legislation regarding waste management.
- The 384 page report was presented to the Regional Chairs Committee in September 2019 and contains 'high level' recommendations for collection, marketing and disposing of all waste streams.
- This is a partial summary of the Report's Highlights
 - 'The lack of a clear, shared provincial vision on the future of Nova Scotia's waste-resource management has contributed to the current over capacity and high-cost system.' (Sec 1.5-Conclusions)
 - Current strategy for waste management is over 20 years old and it needs revision.
 - There are too many waste management facilities in Nova Scotia.
 - Municipalities are not encouraged to plan regionally, or supra-regionally, and there is little incentive to do so.' (Sec 1.5-Conclusions)
 - 'Decision makers' need to be better informed on waste collection matters.
 - Role of the Regional Chairs Committee needs to be assessed.
 - There is a duplication in Provincial, Regional and Municipal education programmes.
 - Some inter municipal agreements could be more effective.
 - '... it might be more cost effective ... to collectively agree on a common list of materials of materials to be collected and recycled across the Province.' (Sec 1.5-Conclusions)
 - Standardised waste services procurement contracts could lead to lower costs.
 - Current data call system needs revision.
- The cost of Municipal Waste Management to Nova Scotians annually is \$140, 277, 218



Waste Management System Costs
(Municipal Average for Nova Scotia)

- Collection and line hauling
- Waste disposal and C&D disposal/diversion
- Organics
- Recycling
- HHW
- Transfer
- Admin/Education

The full report may be accessed through valda.walsh@region6swm.ca

Illustration from the Municipal Provincial Priorities Group

Notes compiled by Michael Ernst, Region 6 Chair September 2019.