

**AGENDA**  
**MUNICIPAL COUNCIL**  
New Germany, NS  
**Tuesday, December 11, 2018 – 7:00 p.m.**

Time & Page

1. CALL TO ORDER
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION
  - 2.1 Certificate of Recognition - Wilfred Feener
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – November 27, 2018
6. BUSINESS ARISING FROM MINUTES (Nil)
7. AWARDING OF TENDERS/RFPs
  - 7.1 Award of RFP #2018-05-404 Fixed Wireless (Internet) Enhancement Projects.....1-8
8. PRESENTATIONS/SCHEDULED TIMES
  - 8.1 River Ridge Common - Update ..... 7:15pm 9-17
9. CONSIDERATION OF CORRESPONDENCE (Nil)
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS
  - 10.1 Finance Committee
    - 10.1.1 Rose Bay Marine Park Society Financial Request ..... (18) 19
    - 10.1.2 Website Projects.....(18) 20-22
11. STAFF REPORTS
  - 11.1 Administration Department
    - 11.1.1 YGYI 2018 Engagement Report .....23-31
    - 11.1.2 We Heard You..... 32
  - 11.2 Recreation Department
    - 11.2.1 Designated Community Project Fund – Lunenburg Yacht Club..... 33
    - 11.2.2 Designated Community Project Fund Extension – Lunenburg Yacht Club.....34-42
    - 11.2.3 Recommendation re Sherbrooke Lake Final Plan..... 43
    - 11.2.4 Land on Big Tancook Island .....44-46
  - 11.3 Planning Department
    - 11.3.1 Amendment Application – Riverport & District Plan Area .....47
12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS
  - 12.1 MJSB Update
  - 12.2 Discussion on NSFMs (E. Hustvedt) .....48-57
  - 12.3 Deputy Mayor’s Update
  - 12.4 Mayor’s Update
13. ADDED ITEMS
14. IN CAMERA (Nil)
15. ADJOURNMENT

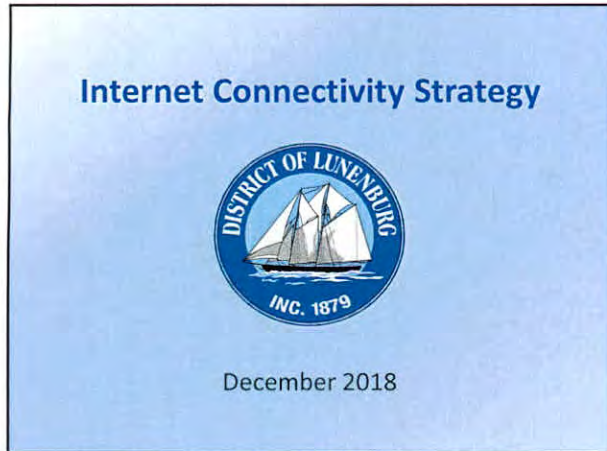


**Council**

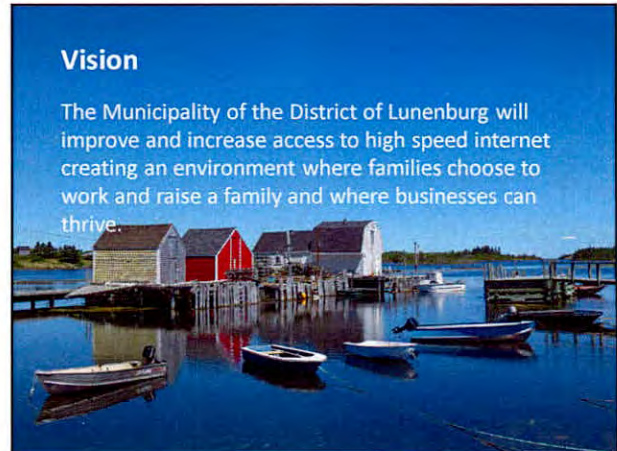
Date: December 11, 2018

Item: 7.1

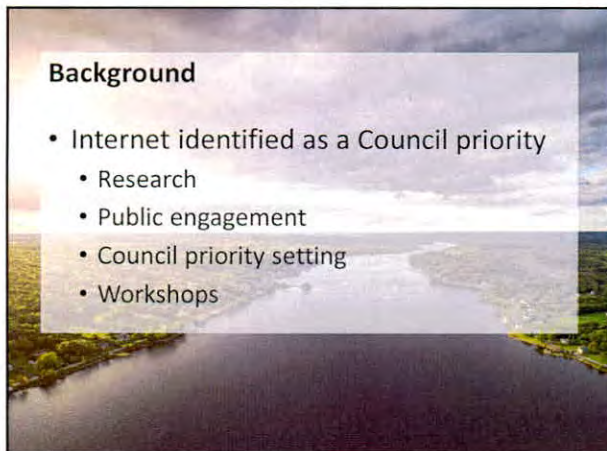
Authorization: K. Malloy



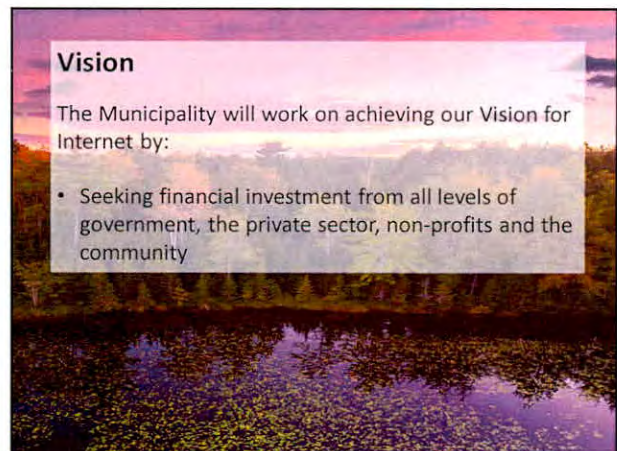
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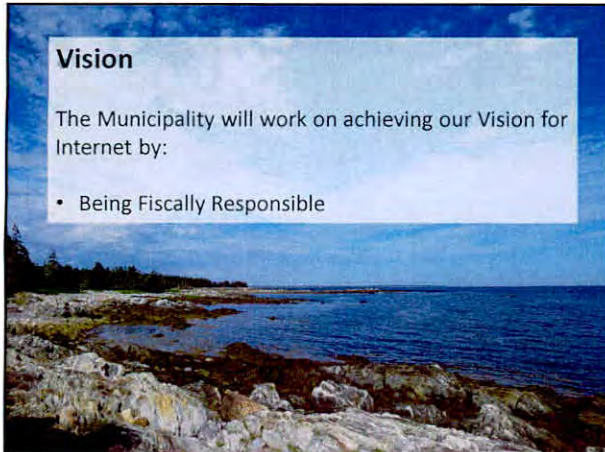
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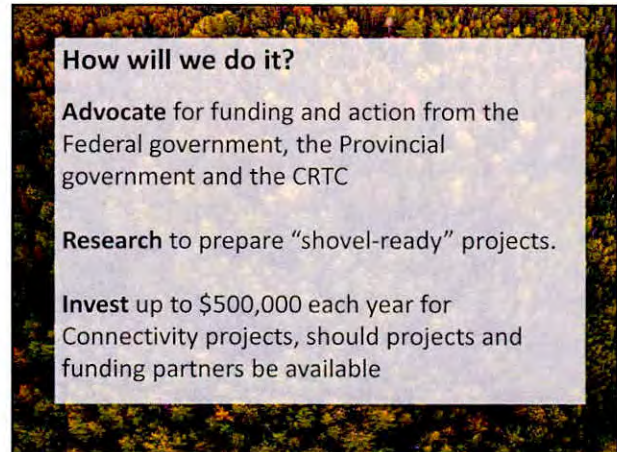
**Vision**

The Municipality will work on achieving our Vision for Internet by:

- Being Fiscally Responsible

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**How will we do it?**

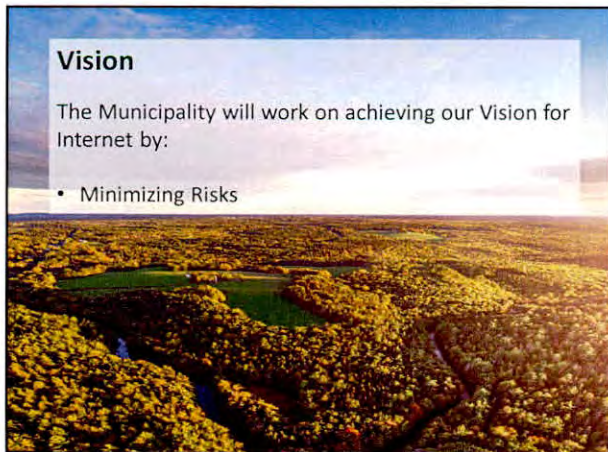
**Advocate** for funding and action from the Federal government, the Provincial government and the CRTC

**Research** to prepare “shovel-ready” projects.

**Invest** up to \$500,000 each year for Connectivity projects, should projects and funding partners be available

This slide features a background image of a dense forest with autumn foliage in shades of yellow, orange, and red. A white text box is overlaid on the top right.

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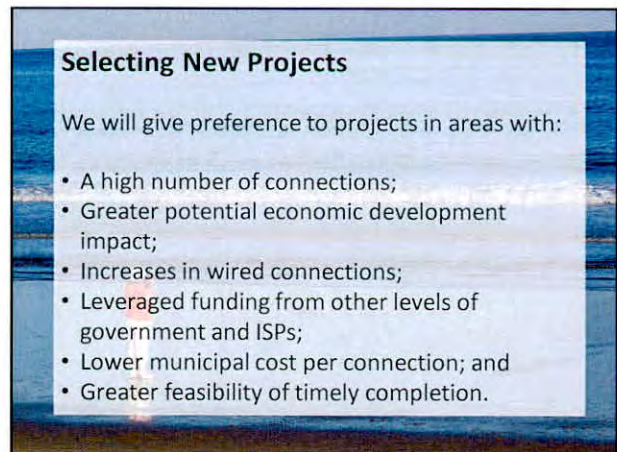
**Vision**

The Municipality will work on achieving our Vision for Internet by:

- Minimizing Risks

This slide features a background image of a vast, flat landscape with a winding road and a small green area, possibly a golf course, under a bright sky. A white text box is overlaid on the top left.

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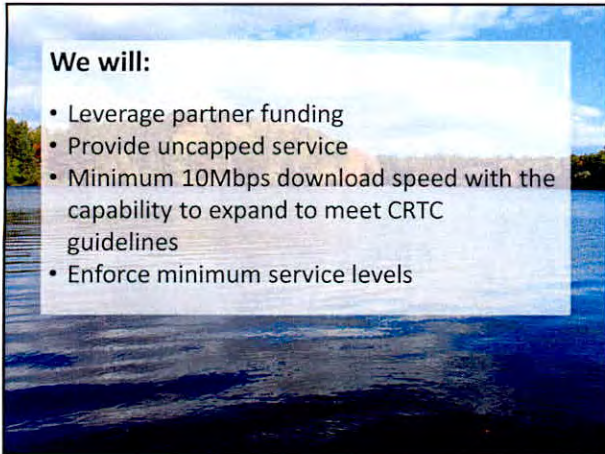
**Selecting New Projects**

We will give preference to projects in areas with:

- A high number of connections;
- Greater potential economic development impact;
- Increases in wired connections;
- Leveraged funding from other levels of government and ISPs;
- Lower municipal cost per connection; and
- Greater feasibility of timely completion.

This slide features a background image of a beach with blue water and a clear sky. A white text box is overlaid on the top right.

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# Municipality of the District of Lunenburg

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## REQUEST FOR DECISION

**REPORT TO:** Council

**SUBMITTED BY:** David Muise,  
Alex Dumaresq,  
Sarah Kucharski,

**DATE:** Tuesday, December 11, 2018

**RE:** RFP award - # 2018-05-404 - Fixed Wireless (Internet) Enhancement  
Projects

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### RECOMMENDED MOTION

Move that Council award RFP award - # 2018-05-404 - Fixed Wireless (Internet) Enhancement Projects to TNC Wireless Ltd for \$80,410.30 plus HST.

### EXECUTIVE SUMMARY

Three submissions were received in response to a request for proposals (RFP) to provide fixed wireless internet services for Big Tancook Island, and for areas surrounding the Lunenburg Regional Community Recycling Facility. One submission did not meet the minimum qualifications and was disqualified. The remaining proposals from TNC Wireless Ltd., and NCS Network Consulting were evaluated against the criteria outlined in the RFP. TNC Wireless Ltd.'s proposal was rated highest based on technical elements and costing and staff recommend awarding to TNC Wireless Ltd.

### BACKGROUND

Municipal Council has identified improving access to high speed internet as a strategic priority. MODL has undertaken a pilot project to provide a fixed wireless service in Sweetland and the surrounding area, and has supported two successful applications to the Federal *Connect to Innovate* Fund, which are currently in development. In addition, the Municipality has developed a high-level strategy to guide the municipality's decisions in working to expand coverage.

In the process of developing the strategy, some opportunity for improving internet connectivity in the short-term were identified. In October of 2018, MODL issued a request for proposal to identify private sector partners interested in providing service in Whynotts Settlement, Tancook and surrounding areas.

## **PROPOSAL DESCRIPTIONS**

Three submissions were received, however, the submission from Mainland Telecom Inc. did not include a proposal for fixed wireless at the identified sites, and instead offered to discuss a County-wide wired solution similar to the work they are undertaking with the Municipality of the County of Annapolis. Complete bids were received from NCS Networking Consulting, and TNC Wireless Ltd.

NCS Networking Consulting proposal uses the fibre link currently at MODL's Cookville tower to provide "backhaul" via the Sweetland tower both the waste site in Whynott's Settlement and Tancook, with the possibility of additional backhaul secured at the waste site if necessary. The proposal included constructing a ~~40~~ 30 metre tower at the waste site to provide wireless signal to homes on Covey Lake and surrounding areas not able to get service from the Sweetland tower. The NCS proposal for Tancook featured a repeater mesh nodes system as opposed to a tower-based system. This approach involves placing repeater units on existing utility poles on the island (with a select number of new utility pole installations). NCS provided some information with respect to technical specifications, business continuity in the face of power outages. It should be noted that permission to make use of existing pole infrastructure has not yet been secured by the proponent. NCS proposes to begin connecting Tancook customers in December of 2018, with connections being made to residents from both sites in March-June of 2019.

The NCS proposal would provide customers with 15mbps speeds, and the project is scalable to achieve the CRTC target of 50Mbps. NCS's service does not apply data caps on customers' data usage. Ownership of the infrastructure would reside with NCS, and they propose MODL to cover project costs related to backhaul, tower and mesh system construction. NCS will pay for project design and end user units. This cost breakdown results in between 73% and 80% of the total project cost allocated to MODL.

The TNC Wireless Ltd. Proposal is based on constructing a 40 metre tower at both the waste site and Tancook locations. Backhaul would be secured by a new fibre cable connection from the Eastlink Mullock Road fibre infrastructure. The TNC Proposal included robust information on technical specifications, business continuity in the face of power outages, and site-specific construction and operation plans. Assuming a November 29, 2018 award date, TNC indicates that project completion will be achieved by June 30, 2019.

TNC offers more than one package to end users, with speeds ranging from 10Mbps to 25Mbps. TNC does not have data caps on any of their packages. The TNC proposal offers 50% cost share on all capital costs with the municipality and caps the municipal contribution: any cost over-runs beyond the proposal budget are the responsibility of the proponent, while cost savings on the project budget will be shared with MODL.

## EVALUATION

The proposals from the two complete bids were evaluated based on the following criteria:

Criteria	NCS Networking Consulting	TNC Wireless Ltd
Proposed methodology (20%)	10	17
Related professional experience (30%)	18	24
General quality of proposal (10%)	5	8
Technical Subtotal (60%)	33	49
Cost (40%; <i>see table below</i> )	20	40
<b>TOTAL SCORE</b>	<b>53</b>	<b>89</b>

<b>Cost Evaluation</b>	NCS Networking Consulting	TNC Wireless Ltd.
Gross Cost	\$ 215,220.61	\$ 160,820.60
Net Cost to MODL	\$ 157,620.61	\$ 80,410.30
MODL Share as % of gross pre-tax costs	73%	50%
Percentage from low bid	51%	100%
Cost Score (40%)	20	40

## STRATEGIC PLAN

Council has identified improving access to reliable high-speed internet service as a strategic priority. In 2018 Council approved a connectivity strategy to guide investments in internet. The strategy outlined several criteria to evaluate projects:

*Increasing the number of connections:* TNC coverage maps suggest approximately 4400 homes could receive signal from their project based on the elevation of the towers and the surrounding topography. Due to a host of factors, most significantly vegetation and other signal barriers, and potential to actual subscription rates, this figure is not representative of the realistic number of connections that will be

achieved. Previous experience suggests that 100 connections per tower is a more realistic figure to use to evaluate a fixed wireless project.

*Potential Economic Development Impact:* TNC did not identify individual businesses that may expand or be created as a result of improved service. The project will generally improve the potential for economic activity in the communities within the coverage area, and will protect against erosion of property values.

*Fibre Based Connections:* This criteria is not applicable to the project, as the RFP requested fixed wireless solutions to take advantage of short term opportunities to improve connectivity.

*Lower Municipal Cost Share:* The TNC proposal offer both the lowest cost, and the best municipal share of the project. It is also an improvement over the public/private cost share reached in the Sweetland pilot project.

*Municipal Cost per connection:* actual cost per connection is not available until the service has been established. On a cost-per-distribution-tower-basis, the TNC proposal is an improvement over the Sweetland pilot project.

*Feasibility of Timely Completion:* Several elements in the TNC proposal, including the number of installers available, additional installer resources available from their parent company, and local service contracts already in place indicate that the proponent has the capacity to make timely connections to clients.

The project also meets all the mandatory requirements Council outlined in the Connectivity Strategy Namely:

- MODL will not proceed with a project where it is the sole funder;
- MODL will not partner on projects that provides capped service;
- MODL will not partner on projects that cannot provide at least 10Mbps download speed with the capability to expand to meet CRTC guidelines; and
- MODL will not partner on projects where the ISP will not sign an agreement committing to minimum service levels.

## **BUDGET IMPLICATIONS**

Council included \$250,000 of gas tax funds in the operating budget for internet expansion projects. The proposed project is eligible for gas tax funds, but is classified as an operating expense because MODL will not be the owner of the asset once it is constructed.

## CONCLUSION

Access to reliable high-speed internet is of critical importance to the Municipality to support our communities' economic development, population attraction and retention, educational opportunities and quality of life. The proposed project aligns with Council's 2018/19 budget plans and the Internet Connectivity Strategy. The project will provide improved coverage of high-speed internet service in several communities and offers opportunity for further expansion.

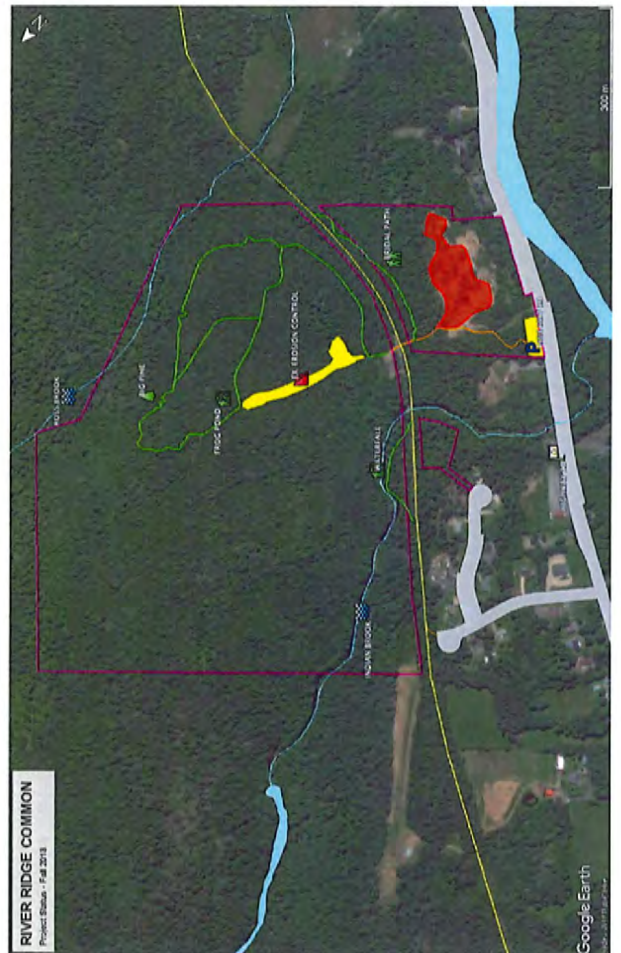
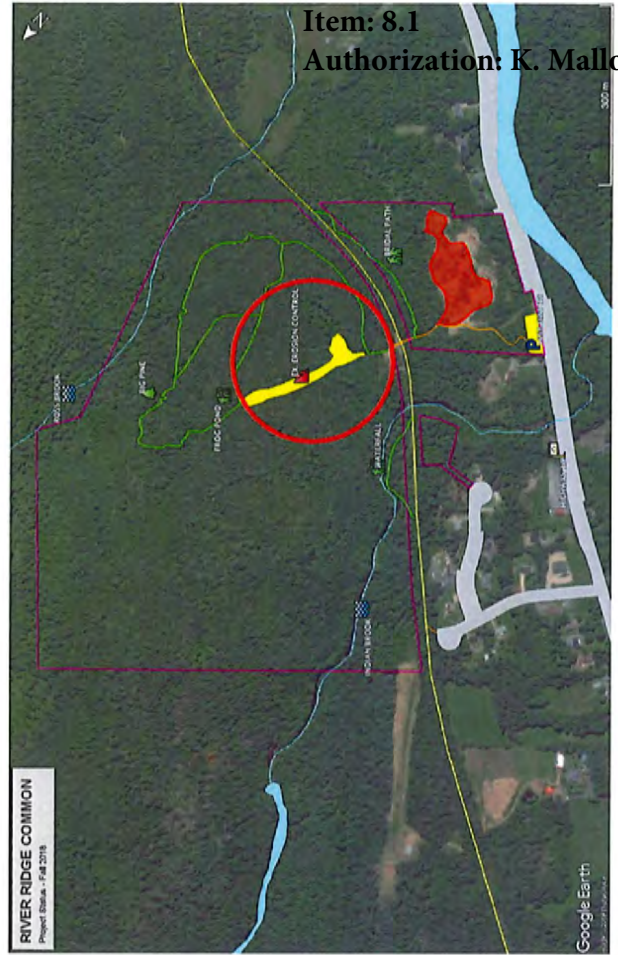
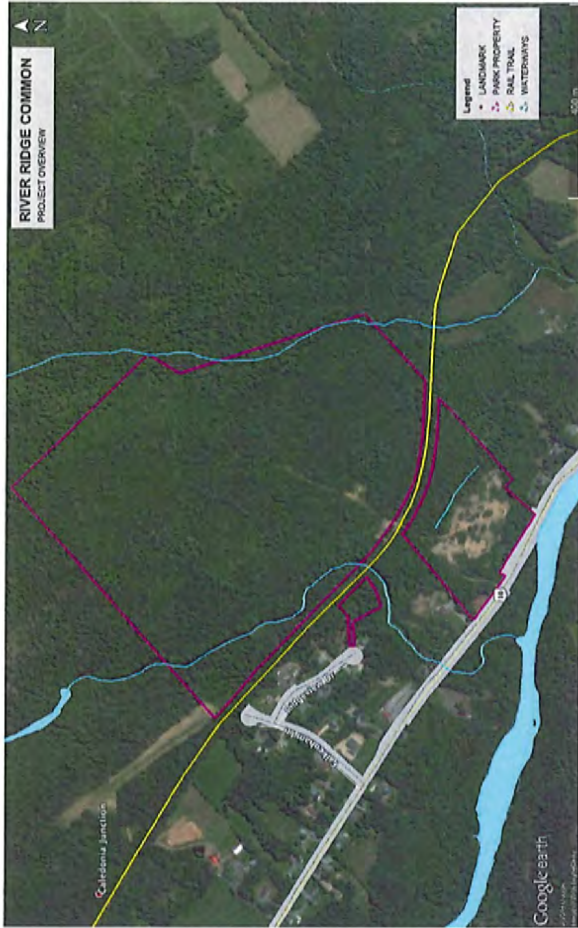
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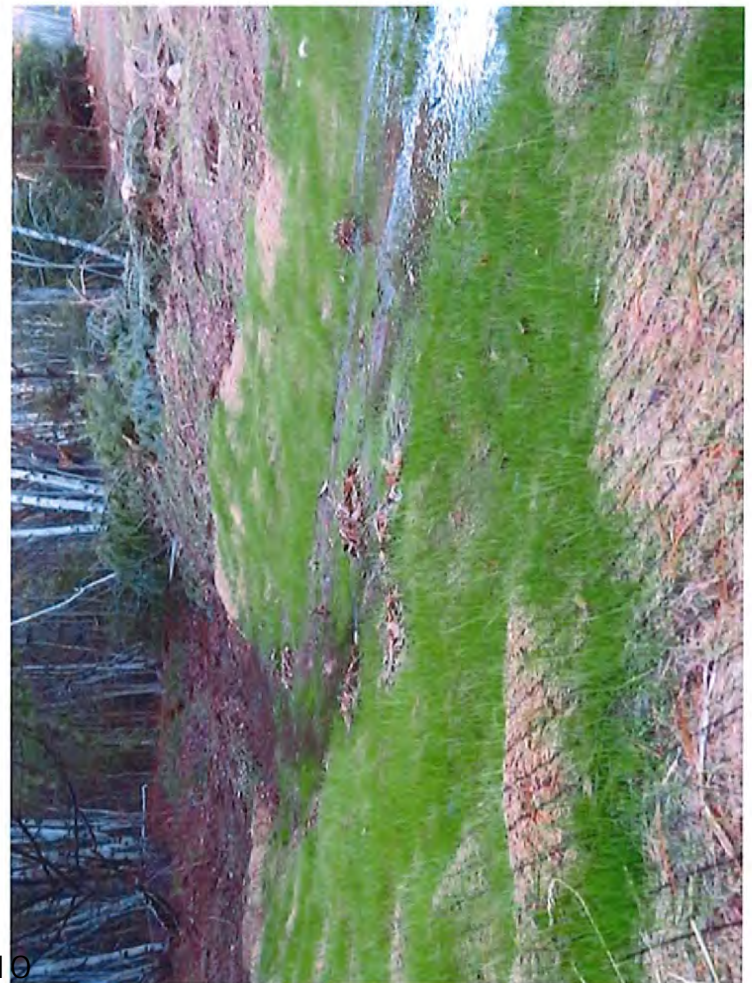
Report Prepared By: Alex Dumaresq Date: Nov 27, 2018

Report Approved By: \_\_\_\_\_ Date:

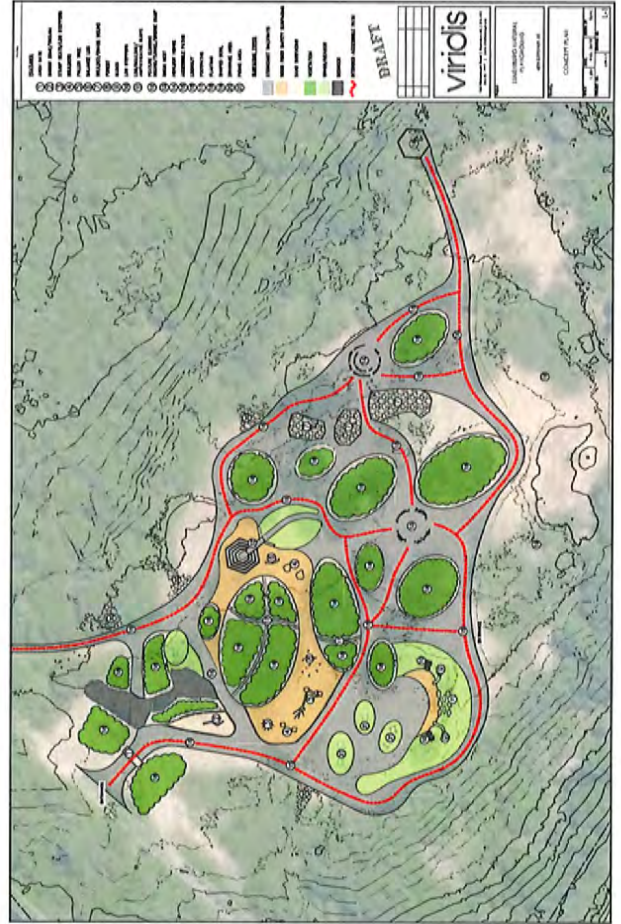
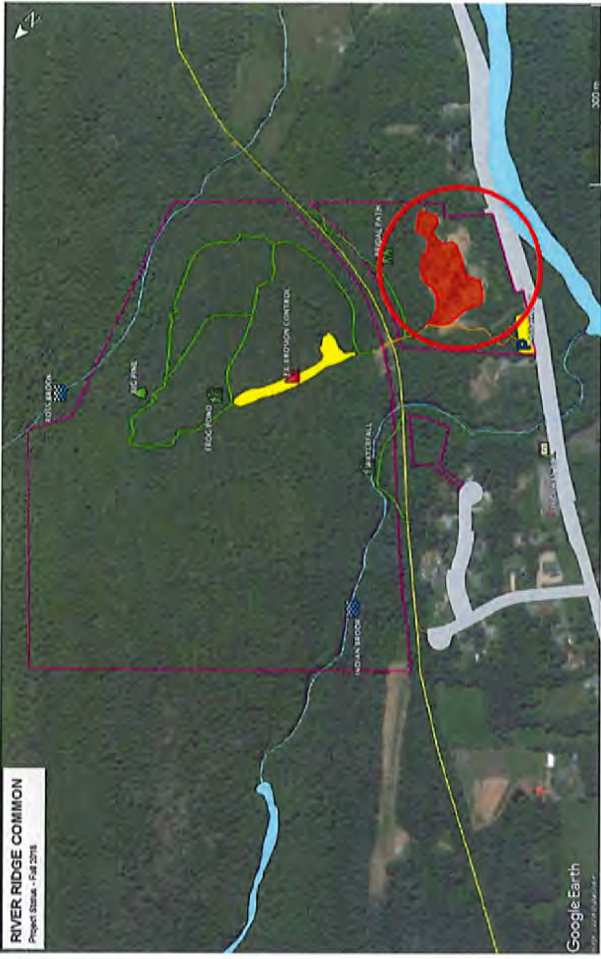
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## Municipality of the District of Lunenburg

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

December 5, 2018

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

Dear Mayor and Councillors:

The Finance Committee, in session on Tuesday, December 4, 2018, made the following  
recommendations to Council:

1. that Municipal Council approve funding to the Rose Bay Marine Park Society in the amount of \$6,000 for the groundwork portion of their project at Rose Bay Wharf; and further, that the money of the expenditure come from the 2018-19 surplus.
2. that Municipal Council authorize staff to proceed with two website projects; one for [modl.ca](http://modl.ca) and one for [lunenburgregion.ca](http://lunenburgregion.ca), at a combined cost of \$13,160 plus HST.

Respectfully submitted,

Chairman and Members  
Finance Committee

/rh  
Attachments

**Council**

**Date: December 11, 2018**

**Item: 10.1.1**

**Authorization: K. Malloy**

The Rose Bay Marine Park Society  
Rose Bay, Nova Scotia

November 27, 2018

The Finance Committee  
Lunenburg District Municipal Council  
Aberdeen Road, Bridgewater, N.S.

**SPECIAL REQUEST- URGENT**

Greetings,

On behalf of the Rose Bay Marine Park Society, I am writing to ask Council to consider the proposal contained herein and provide us with a special grant of \$6000 in the very near term.

Our Society is MODL's partner in managing certain municipal property in Rose Bay, and in developing it into a key municipal park in accordance with MODL's recreational strategy. We are staffed entirely of volunteers, including our hard working officers and directors.

As you may know, after years of careful planning and acquiring the necessary gifts of property, we recently made some initial progress on our plan to fashion this property into a seaside Municipal Park with certain amenities for small craft and waterfront recreation. In a word, we successfully contracted out the construction of a storm sea-wall, hundreds of feet in length, made of large rocks placed inside of the property's entire perimeter. We were able to accomplish this for an astonishingly low cost, less than \$5000. We are paying for it out of the \$8000 capital grant that MODL allocated to us this year.

The next step is to bring in suitable fill to build up the site within the sea wall, to produce a drivable surface throughout, and to conjoin it to the existing driveway. This is estimated to take 50 tandem loads of gravel and earthen materials. Tandem loads of such materials delivered to Rose Bay are currently running in the range of \$325-\$400 per load. Fifty loads of gravel and fill would normally amount to \$16000-\$20000.

But here's the heart of the matter. Gerhardt, our contractor, is making us a special offer, right now- to deliver these loads of material (and spread them) for just \$125 each. This offer is only good now. So, the 50 loads we need would cost only \$6250 (plus tax) right now.

This work needs to be done, this year or next. We can get it done now for \$6250, or we can wait until next year and pay \$160000-\$20000. Gerhardt's current offer would save MODL \$10000 compared to waiting until next year to perform the work.

Consequently, we are seeking a special grant of \$6000 (six-thousand dollars) from MODL at this time for this purpose. It would allow us to complete the groundwork for the project this year, and to save ten-thousand dollars (\$10000) in the process.

Respectfully submitted,

David Adler,  
Chairman  
The Rose Bay Marine Park Society



# Municipality of the District of Lunenburg

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## REQUEST FOR DECISION

REPORT TO: Council  
SUBMITTED BY: Alex Dumaresq  
DATE: December 4, 2018  
RE: Website Projects

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### RECOMMENDATION

That Council authorize staff to proceed with two website projects; one for modl.ca and one for lunenburgregion.ca, at a combined cost of \$13,160 plus HST.

### BACKGROUND

The two website projects detailed below were removed from the 2018/2019 list of items for budget deliberations to preserve the projected surplus level preferred by Council. However, given the projected surplus presented today, staff would like to move forward with these two projects.

### MODL.CA

As part of the Council approved 2017-2021 Communications Strategy, a usability and accessibility audit of modl.ca is required as the first step to improving the effectiveness of this vital communication tool.

There is increasing awareness of the social, economic and legislative need to make online information, goods and services accessible to all people, including people with disabilities.

1. A web accessibility audit is an expert evaluation of modl.ca against accessibility guidelines and standards. Complying with these standards ensures that disabled people can use our website. The Web Content Accessibility Guidelines version 2.1 (WCAG 2.1) is the globally recognized basis for accessibility on the web and it is the standard used in the AODA. A web accessibility audit typically results in a report that details:
  - the overall conformance rating of the website with WCAG;
  - a prioritized list of issues that need to be addressed;

- solutions to remedy the issues;
  - details on the website's conformance with each of the accessibility checkpoints.
2. A usability audit of modl.ca will assess how easy user interfaces are to use. The goal of usability testing is to identify any usability problems, collect data on participants' performance (e.g., time on task, error rates), as well as determine user satisfaction with the website. Usability testing includes the following five components:
- Effectiveness: How easy or difficult is it for users with poor connection speeds to view or download important information?
  - Learnability: How easy is it for users to accomplish basic tasks the first time they encounter the design?
  - Efficiency: How fast can experienced users accomplish tasks?
  - Memorability: When users return to the design after a period of not using it, does the user remember enough to use it effectively the next time, or does the user have to start over again learning everything?
  - Errors: How many errors do users make, how severe are these errors and how easily can they recover from the errors?
  - Satisfaction: How much does the user like using the system?

By measuring the six components, we will learn how easy or hard modl.ca is to use. By gathering this data, we will ensure modl.ca is a more user-friendly site. A well-designed site means that users experience an interface that's easy to navigate and information that helps the user complete a specific task, whether it's buying paying taxes or contacting a Council member. This is especially important when it comes to accessibility by users with poor Internet connections.

Estimated cost: 50 hours @ \$100.00/hour = \$5,000.00 + HST

## **LUNENBURGREGION.CA**

The Lunenburg Region website (lunenburgregion.ca) has been in operation for over seven years and sees upwards of 70,000 hits a year. At the time of development, it focused on being as user friendly as possible to those accessing it via a home computer or laptop.

Tablets, gaming devices, watches, and mobile devices are becoming increasingly popular as a way for visitors to search and view information on the web. Having a website that is optimized for such devices, like mobile, is extremely important with the advances in technology and the increase in using mobile devices. It is evident that lunenburgregion.ca needs to move to a mobile friendly site. Lunenburg Region showcases many of the operators in the region and acts as a gateway connecting people to a home site of those we list.

Lunenburg Region has also become a go-to site to advertise local special events or festivals. With a built-up clientele, we have regular users that frequently email or call in hopes we can share their information. This has become a top search function of the site. While the system has been able to keep up with the demand in the past, Lunenburg Region now has multiple events and/or festivals happening on the same days which appears cluttered and harder to find. An update to lunenburgregion.ca is vital in order to ensure the functionality of this part of the site gets used and continues to draw in visits. A secondary function of this, and perhaps a more important function of the Lunenburg Region site is that it allows us to showcase our operators who are within proximity to these festivals/events. Our hope is that if someone searches an event, they will also notice the other features on the page which includes where to eat, stay or visit in the area.

Small businesses in rural areas can get overlooked by the larger corporations. Lunenburg Region is one key way we can work with and help to promote all of our operators. In order to do this, website enhancements are key. The following general details of this process are outlined below:

**Key Redevelopment Objectives:**

1. Re-Design to be fully mobile compliant
2. Retain the overall "look and feel"
3. Improve site navigation (merge two menu systems into one)
4. Retain the sites positive SEO ranking
5. Add Calendar support for recurring events
6. Eliminate, where possible the need to manage duplicate content
7. Move Analytics under MODL

Estimated cost: 96 hours@ \$85.00/hour = \$8,160.00 + HST

**BUDGET IMPLICATIONS**

As noted above, the funding for these projects would be reallocated from other areas in the budget.

Department: Administration

Report Prepared By: Alex Dumaresq Date: Dec 4, 2018

Report Approved By: \_\_\_\_\_ Date:

Reviewed By CAO: \_\_\_\_\_ 22 Date:



# 2018 Your Government, Your Ideas Engagement Report

## Introduction

Staff organized six Your Government, Your Ideas meetings that were held across the Municipality in October and November of 2018.

This report provides a summary of the community engagement process and results.

## Engagement approach

The engagement strategy was designed to involve the public in the municipal decision-making process. The Municipality sought resident input to inform Council's strategic priority setting. The Municipality held six evening meetings at various fire halls and recreation centres in the community. At each of the meetings, attendees heard a short presentation from the Mayor followed by a Q&A session with the Mayor and the District's Councillor. After a short break, attendees split into small groups to discuss what they felt the Municipality's strategic priorities should be.

## Advertising and media

The Municipality distributed a media release, placed advertisements in local newspapers and radio, gave posters to Councillors for distribution, added content to the modl.ca website, paid for Facebook advertising, and placed a notice in the most recent issue of Municipal Matters.

## Engagement results

Sixty-one members of the public attended the events, nine fewer people than the 2017 series of meetings. Big Tancook (21), Newcomville (3), Conquerall Bank (8), Lunenburg (7), Mahone Bay (11), and New Germany (11). A further 29 people (an increase of 12 from 2017) completed an online survey asked them to identify their preference for the Municipality's strategic priorities or suggest their own.

A number of key themes were identified through the table discussions, online survey, and Q&A sessions. Specific table notes, comment form feedback and survey results are included in the appendix.

## Internet

Improving access to high speed Internet continues to be the primary concern for residents. They want better access to stay connected with the world, and to improve their ability to participate in work from home opportunities. Poor access to Internet was cited as a common reason that people are not buying rural homes.

## Roads

Residents feel strongly about the condition of the roads in their communities. A desire was expressed for the Municipality to invest in things like paving shoulders in certain areas or brush cutting, even if the Municipality must bear the full cost.

## **Municipal Responsibility**

A number of residents expressed concerns that the Municipality is taking on too many responsibilities and costs that should be borne by the province or federal government. Lyme Disease, the LaHave Straight Pipe Replacement program, Internet and surplus schools were given as examples of these areas.

## **Lyme Disease**

Residents talked extensively about Lyme Disease, and they were pleased that the Municipality has shown leadership on this issue. Some residents suggest the Municipality could do more to encourage scientific or medical research into the issue.

## **Appendix A: Table Notes**

### **Big Tancook Island**

General notes: Residents want a derelict vehicle/oil tanks program. Please review tourist information to ensure it doesn't encourage people to walk across private property. Is it possible to encourage someone to come pump septic tanks? Need a spreader for calcium (TIR). Can only bring a limited amount of gas on the ferry – 4 gallons only for the whole ferry. What's the reasoning for this?

### **Tancook – Table 1**

Main priorities:

1. Internet
2. Coastal erosion
3. Lyme Disease – deer bait station
4. Roadside bushes overgrown
5. Signage for tourists to keep them on the right path

### **Tancook – Table 2**

Main priorities:

1. Lyme Disease – lots of deer on the island, could potentially be a problem
2. Recreation land – geocaching problem.
3. Internet
4. Coastal erosion

### **Tancook – Table 3**

Main priorities:

1. Derelict vehicle and oil tanks, not allowed on ferry
2. Internet – poor connections
3. Septic systems – can't get someone to come to the island and empty tanks
4. Calcium spreader, roads, dust control, was supposed to be left on the island

### **Tancook – Table 4**

Main priorities:

1. Internet & repair service, takes too long
2. Coastal erosion
3. Bait station on Tancook
4. Signage for tourists – make it more clear where private land are. Highlight public area.
5. Bush cutting
6. Straight pipes – why not funding for all?
7. Power outages
8. Ferry issues (TIR)
9. Light pollution – no policy
10. Planning regulations
11. Burning garbage – smoke

#### **Tancook – Table 5**

Main priorities:

1. Island is private - signage for tourists – tourists should be informed, brochures show trails that are private
2. Septic systems – need someone to come to the island and empty tanks
3. Internet – long lag times for someone to come do repairs
4. Derelict vehicles – need a way to remove them, and other unsightly items

#### **Newcombsville**

- Doctor shortage – MODL should follow Clare’s example and be more involved
- River Ridge Common – is there enough parking? Needs signage
- Wile’s Lake Park – needs improved signage, NSCC?
- Internet
- Straight Pipes
- Lack of attendance at YGYI meetings is disappointing

#### **Conquerall Bank**

- Internet – need better speed for businesses and residential
- Cellular service
- Straight pipes outside the Wastewater Management District – how do they get funding?
- LCLC management – should have a facility expert managing it

#### **Lunenburg**

- Straight pipes – why is it not the responsibility of the Department of Environment?
- Municipal Joint Services Board – will they take over more services?
- Public roads - MODL should pressure DOT regularly to improve the road maintenance. Signage and branches are a problem
- Internet – Primary complaint – can’t work from home. Can’t attract people to move here.
  - Another resident feels Internet isn’t important – doesn’t have Internet, doesn’t think it should be a priority for the Municipality

- LCLC – Can an outside private business take it over? Need expertise. Health promotion should be inclusive in the facility plans.
- Food security and rural empowerment – farmers and fisherman should be more important than Internet and Recreation. More media coverage is needed on the necessities not the niceties. Too much child poverty.

### **Mahone Bay**


- Internet – need better speeds. Glad to see projects moving forward
- Doctor recruitment – the Municipality could be doing more
- Straight pipes outside the Wastewater Management District – can they get funding? Will the DOE fulfil their responsibilities to enforce the law?

### **New Germany**


- Why spend so much on River Ridge Commons? Safety and hazard should be considered first. Shoulder paving should be done along School Street. It's only 1.3 km from the schools to the stores – need shoulders. The Municipality should pay for this with no area rate – New Germany already has very high taxes with the sewer rate and fire rate.
- Roads in general need improvement. Why was Stonehurst selected? Few residents, no businesses, road to nowhere?
- Brush cutting is important. School Street and Exit 12. Internet – continue to work on improvements. Understand fibre doesn't make sense in many areas due to the population.
- Sherbrooke Lake – don't spend so much, just have basic access. Will the road be sufficient? Ensure testing for containments continues long term. Concerns about invasive species.
- Doctor recruitment – can the Municipality do more, should they?
- Straight pipes – the DOE has not been doing their job
- Access to waterways should be maintained. Don't let lakes be completely private land only.

## Appendix B: Facebook Comments


Oldest ▾

 **Mildred RaMey-Leary** New Germany needs up grade like other little communitys we need side walks and ditching. Also nices on edge of drive ways.Maybe some brick work in front of some lawns to improve our little community  
.... Other places have this why not New Germany.Fancy lighting could also be added ...come on people do something good for once


Like · Reply · Message · 3d · Edited

 **Municipality of the District of Lunenburg - MODL** Hi Mildred RaMey-Leary - your comments have been noted, and we encourage you to come out to the event tomorrow night to participate in the discussion.

Like · Reply · Commented on by Sarah Deveau [?] · 1d


 **Laurie Veinotte** Mildred RaMey-Leary I suggested that years ago but the people of New Germany don't want their taxes to go up. It's a shame.

Like · Reply · Message · 23h

 **Mildred RaMey-Leary** Laurie Veinotte taxes go up anyways mine does. And now we have out siders moving in so they want to retire here they can help pay for beauty lol we need the place to look nice

Like · Reply · Message · 22h

Oldest ▾

 **Janet Barkhouse** I really enjoyed hearing details last night. Straight pipe efforts, Lyme disease efforts, accessibility efforts, Internet efforts—great suggestions and comments from the floor, too.

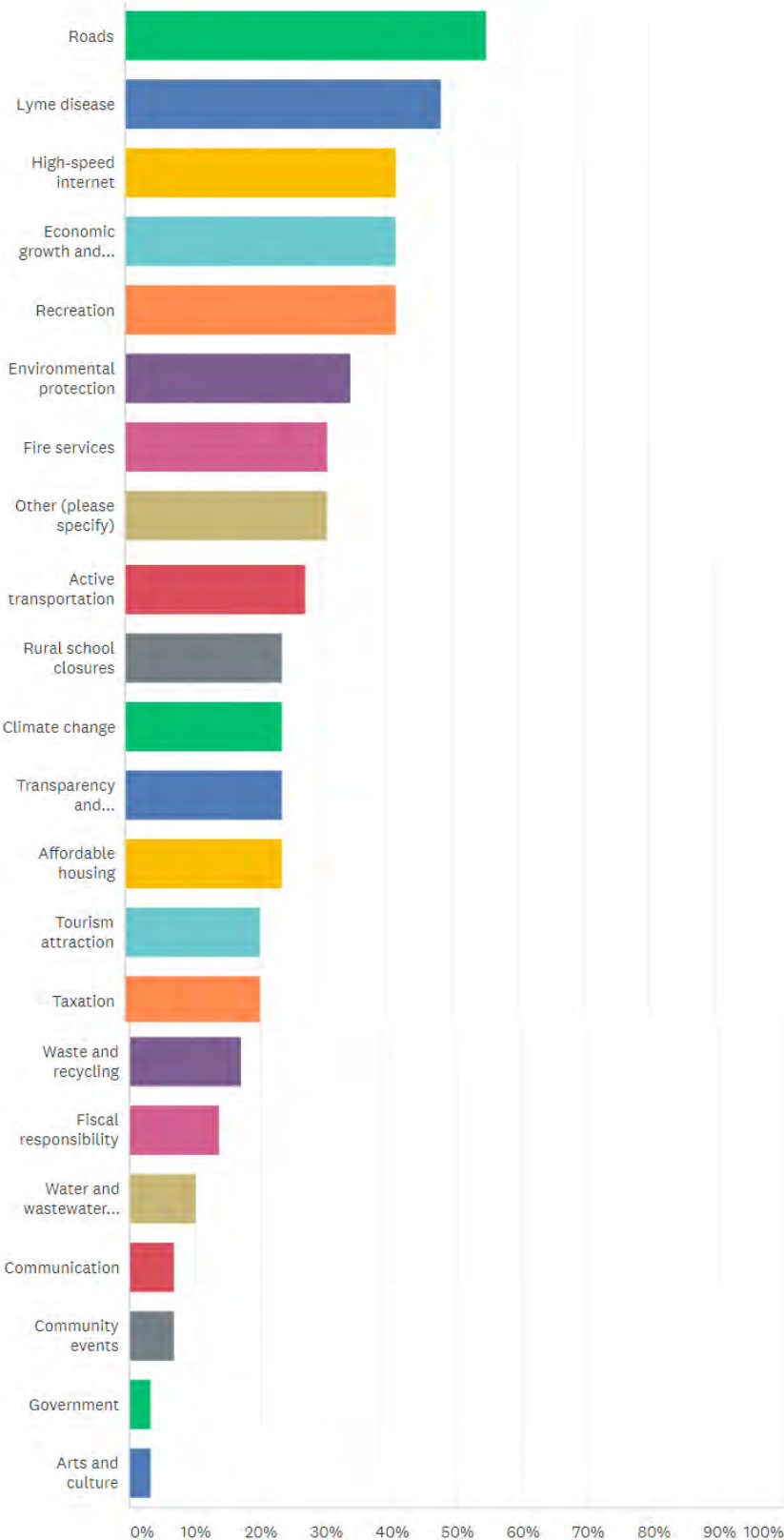
Like · Reply · Message · 1d

## Appendix C: Online Survey Results

Completed by 29 residents.

# Please select your top 6 priorities for the Municipality.

Answered: 29 Skipped: 0



## **If you had to select one priority for the Municipality – what would it be? Open-ended.**

- Lowering taxes and actually supporting small businesses.
- Preserving some nature
- Internet... duh
- Fast Internet access
- Lyme Disease
- Road maintenance by-law
- Environmental protection
- Active living
- A deer cull. My yard is over run with deer that eat our garden and spread ticks. We are often surrounded by a dozen deer at a time. Legally you could hunt them with a crossbow in our yard but the neighbors have a gentleman's agreement that there will be no hunting in our area. I'm moving away, our house is on the market and the number one factor driving us away is the ticks. Our children can't play in our yard without getting covered in ticks and we keep our grass short. We need to cull the deer, bate the wildlife, cut back vegetation, and controlled burning. Stop telling people in this area to leave the leaves on the ground, tell them to burn them. Lyme is endemic in this area and we aren't the only family thinking about leaving because of it.
- Roads
- Attracting and retaining young people
- fiscal responsibility
- Economic Growth
- Climate Change
- High Speed Internet for all
- Transparency and accountability
- Roads
- Continue with LaHave river cleanup. Hopefully, eventually the LaHave river will again be inundated with Atlantic salmon. That would contribute to tourist attraction. High rollers pay big money to guides to float the Bow River for catch n release trout fishing. I personally knew guides on the Bow River. Some of their clients were movie stars!
- High speed internet
- Crappy Roads and high-speed internet
- High speed internet
- Tourism
- Economic stimulation
- Growing our population / professionals like doctors and nurse practitioners
- A better play space and splash pad with appropriate space, play structures and parking.
- Transportation

## **Appendix C: Feedback Forms**

**Do you have any additional comment about the Municipality's strategic priorities that you'd like to note here?**

- When you gave the \$7,000 for the park, you should have talked to all the residents, not just an association. A waste of money!
- Focus as much as possible on Internet service
- Don't wait for all data before starting an environmental plan
- Cellular service
- Communication is key! We understand that there continues to be efforts being put forth to communicate with individuals living in the Municipality. Thank you!
- Please continue with your good work. I am new to the area but am impressed with the determination and vision our Municipality has achieved
- Focus on health promotion is missing. Clearly designed vision for MODL in improving health of residents
- I appreciate all municipal Council is doing
- Agree more data should be provided to back up discussion points
- Question – do deer suffer from Lyme Disease?
- Could LCLC be run by corporate sponsors
- Wonderful – really enjoyed and appreciated the opportunity. Thank you.
- Please have a civic # placed at Cherryfield Crossing parking lot. For meet up purposes, for emergencies, etc.

#### **What did you like most about this event?**

- Notes and discussion
- Small group discussion
- A combination of facts from mayor and the opportunity to interact
- Ability to speak directly to our elected representatives
- Great to have an update on MODL's activities, etc. Nice to have lots of time for dialogue
- The round table conversation with Council members
- The open discussion
- Finding out more about MODL issues and Council priorities
- Meeting my elected and staff of MODL. Meeting and sharing with others in community
- Opportunity to ask questions and discuss concerns in small groups
- The openness and ability to ask questions
- The open and frank discussion
- Food security and rural empowerment should be a top municipal priority. Leisure and recreation suck up too much time and resources and lead to community decay. Focus more attention on the hardworking people who create wealth in the community and provide for the health And betterment of their fellow citizens.
- Encourage more to come
- Q&A session and opportunity to clarify municipal staff thought process and research
- It was a small group

#### **How could we have improved this event?**

- Have more advertisements about these events – when and where
- Offered free or announce free coffee and cookies
- Encourage more people to attend

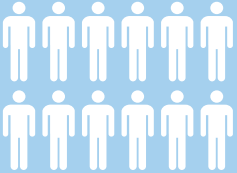
- More heat in hall
- More data
- I think that you have done well. Please keep at it.
- I liked the opportunity to express my concerns. Will it do any good? Maybe.
- The rain 😊



# WE HEARD YOU!

IN 2018

WE HEARD FROM



**1550**  
RESIDENTS

AT



**17**  
PUBLIC  
ENGAGEMENT  
EVENTS



**YOUR  
FEEDBACK**  
helps Council make  
**INFORMED  
DECISIONS**  
about the issues  
**THAT  
MATTER  
TO YOU!**

Council  
Date: December 11, 2018  
Item: 11.1.2  
Authorization: K. Malloy



AND  
THROUGH

**6**  
COMMUNITY  
EVENTS



You'll have more opportunities to share your thoughts in 2019.

32

LEARN MORE AT: [modl.ca/PublicParticipation](http://modl.ca/PublicParticipation)





# Municipality of the District of Lunenburg

Recreation Services

## MEMORANDUM

TO: Municipal Council  
FROM: Trudy Payne, Director of Recreation Services  
DATE: December 11, 2018  
RE: Designated Community Project Fund

### RECOMMENDED MOTION

That the Municipality of the District of Lunenburg grant the Lunenburg Yacht Club \$14,480 as per the criteria outlined in the Designated Community Project Fund Policy – MDL-48.

### BACKGROUND

At the February 21, 2017 Council Meeting, Council approved an application submitted by the Lunenburg Yacht Club under the Designated Community Project Fund, Policy MDL-48 to assist them in raising \$450,000 in capital funds for capital projects for the Club.

Recently, there were fourteen donations totalling \$14,550. The amount of \$14,480 is being recommended to be approved as \$70 will be retained by MODL for administrative charges as per Policy MDL-48.

### BUDGET IMPLICATIONS

There would be no implications to the budget.

### ALTERNATIVES

The alternative would be to not issue the Lunenburg Yacht Club this grant, money in which they have raised on behalf of capital projects to be undertaken to the Club.

### CONCLUSION

The Designated Community Project Fund was developed and approved by MODL to aid non-profit groups in raising capital funds for projects. In fact, it was a capital project of the Lunenburg Yacht Club originally that was the motivator for MODL to consider the possibility of establishing such a policy.





# Municipality of the District of Lunenburg

Recreation Services

## MEMORANDUM

TO: Municipal Council  
FROM: Trudy Payne, Director of Recreation Services  
DATE: December 11, 2018  
RE: Designated Community Project Fund

### RECOMMENDED MOTION

That the Municipality of the District of Lunenburg grant the Lunenburg Yacht Club an extension on their capital campaign as approved by Council on February 21, 2017 through the Designated Community Project Fund to December 31, 2019.

### BACKGROUND

At the February 21, 2017 Council Meeting, Council approved an application submitted by the Lunenburg Yacht Club under the Designated Community Project Fund, Policy MDL-48 to assist them in raising \$450,000 in capital funds for capital projects for the Club (staff report and application attached). In the Club's application to Council the deadline for the fund raising for this project was December 31, 2018.

The motion that was made at the February 21, 2017 Council meeting is as follows:

**10.3.4 Designated Community Project Fund – Lunenburg Yacht Club Moved by Councillor Ernst, seconded by Councillor Nauss that Municipal Council approve establishing a Designated Community Project Fund, pursuant to Policy MDL-48, to the Lunenburg Yacht Club, to assist them in raising capital funds in the amount of \$450,000. Carried Unanimously.**

The motion of February 21, 2017 does not specify the end date of the application as December 31, 2018, and therefore the Yacht Club is requesting the one-year extension.

### BUDGET IMPLICATIONS

There would be no implications to the budget.

## **ALTERNATIVES**

The alternative would be to not issue the Lunenburg Yacht Club the extension.

## **CONCLUSION**

The Designated Community Project Fund was developed and approved by MODL to aid non-profit groups in raising capital funds for projects. In fact, it was a capital project of the Lunenburg Yacht Club originally that was the motivator for MODL to consider the possibility of establishing such a policy. Providing the extension will enable the Club to complete this capital project which will benefit the members, the users of the facility, and the community.

## Tina Robichaud-Bond

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**Subject:** FW: Lunenburg Yacht Club

**From:** Michael O'Connor <[moconnor1@ns.sympatico.ca](mailto:moconnor1@ns.sympatico.ca)>

**Sent:** December 2, 2018 3:15 PM

**To:** Trudy Payne <[Trudy.Payne@modl.ca](mailto:Trudy.Payne@modl.ca)>

**Subject:** Lunenburg Yacht Club

To: Municipality of the District of Lunenburg Council

I am writing on behalf of the Lunenburg Yacht Club to ask that the Designated Community Fund Policy for our capital campaign be extended until the end of 2019. To date we have raised over \$180,000 through the Designated Community Fund Policy. However, parts of the original project still require funding. We would like to continue to work towards completion of the project with additional funds raised in 2019.

Thank you for your consideration.

Michael O'Connor  
Past Commodore & Chair of the LYC Capital Campaign



## MUNICIPALITY OF THE DISTRICT OF LUNENBURG

### *REQUEST FOR DECISION*

**REPORT TO:** Audit and Finance Committee  
**SUBMITTED BY:** Trudy Payne  
**DATE:** February 7, 2017  
**RE:** Designated Community Project Fund – Lunenburg Yacht Club

**ORIGIN** Designated Community Project Fund Policy

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### **RECOMMENDATION**

That the Audit and Finance Committee recommends to Council that they enable the Lunenburg Yacht Club to establish a Designated Community Project Fund, pursuant to Policy Number MDL-48 to assist them in raising capital funds for the Yacht Club.

### **MOTION REQUIRED**

That the Audit and Finance Committee recommends to Council that they enable the Lunenburg Yacht Club to establish a Designated Community Project Fund, pursuant to Policy Number MDL-48 to assist them in raising funds for the Yacht Club.

### **EXECUTIVE SUMMARY**

The Lunenburg Yacht Club is planning to launch a capital membership campaign to secure funds to provide infrastructure upgrades to allow the Yacht Club to attract more International and National events. These upgrades include a launch ramp, crane, race management equipment, a designated regatta office and modifications to the men's washroom to make it wheelchair accessible. The estimated cost for the launch ramp is \$75,000; modifications to the existing wharf to support the addition of a crane for launching small keelboats is \$70,000; the crane itself \$75,000; landscaping upgrades \$50,000; Regatta Office \$40,000; race equipment \$100,000; fuel system upgrades

\$20,000 and upgrades to the men's washroom to make it wheelchair accessible \$20,000. They are looking to collect through this campaign \$450,000. Other potential revenue sources include a Recreation Facility Development through the Province for \$150,000 and ACOA for \$123,000.

The time frame for this campaign is from January 1, 2017 – December 31, 2017.

## **BACKGROUND**

The Lunenburg Yacht Club utilized the Designated Community Project Fund in 2009 to purchase the adjacent property to allow expansion of the Club facilities. They were the first applicant under this policy.

## **BUDGET IMPLICATIONS**

Approving this project under the Designated Community Project Fund has little budget implications. A small amount of funds will be retained to aid in administration costs.

## **STRATEGIC PLAN**

The Vision Statement for the Municipality is: **We are a community of communities, each with a unique history representing a diversity of cultural backgrounds and a mix of suburban and rural opportunities. We enjoy healthy lifestyles rooted in unrestricted access to the natural beauty of our region's coastline, lakes and forests, a pristine environment and high quality community services. Our caring and tolerant communities supported by a strong volunteer base provide a rich mosaic of services to enhance the quality of life in our region offering a lifelong home.** We are a progressive community with a sustainable, diversified economy incorporating both traditional resource based activities and a spirit of innovation and entrepreneurship that capitalizes on new economic opportunities. Our success is built on a strong work ethic and productive working relationships with our community and regional partners. We are a vital economic and service centre for the region.

Our Mission is: the Municipality will maximize opportunities for social and economic development while retaining an attractive, sustainable and secure environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, the Municipality will strive to improve the quality of life for all residents living and working in the larger community.

## **WORK PROGRAM IMPLICATIONS**

Managing the funds that come through and bringing forth reports to Council to approve funding that has been raised by the Yacht Club with the intention of the funds to be awarded to the Yacht Club to used towards the capital campaign.

**ALTERNATIVES**

The alternative is to not approve the application submitted by the Lunenburg Yacht Club under the Designated Community Project Fund.

**COMMUNICATION CONSIDERATIONS**

If approved, ensuring the Lunenburg Yacht Club understand fully the conditions outlined in the policy.

**CONCLUSION**

Approving the application under the Designated Community Project Fund will help aid the Lunenburg Yacht Club in raising funds to complete the capital upgrades to the facility enabling them to attract more International and National events, make their facility more accessible and improve programs for their members, residents and visitors to the Club. This is a great example of community development at its best and demonstrates the philosophy of the Municipality – In the community, for the community, by the community.

Department: Recreation

Report Prepared By: Trudy Payne, Director of Recreation Services

Report Approved By: \_\_\_\_\_ Date January 24, 2017

Reviewed By CAO: \_\_\_\_\_ Date \_\_\_\_\_



**DESIGNATED COMMUNITY PROJECT FUND**

**APPLICATION FORM**

Name of Organization

Lunenburg Yacht Club

Applicant/Contact Person

Mary Atkins

Mailing Address

RR#1 Mahone Bay, NS B0J2E0

Business telephone

902-521-6159

Home telephone

902-624-8153

Email

maryeatkins@eastlink.ca

**Organization Details**

Is Organization a Registered Society under the NS Society Act?

Yes

No

Registration # 1441933

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? December 31st.

**Please attach a copy of your latest Financial Statement**

**Facility Information**

Civic Address

734 Herman's Island, Lunenburg, NS Canada

**Please provide an overview of the Property and Buildings**

The property, approximately 4 hectares in size is complimented with provincial waterfront leases of approximately 3 hectares. Extensive rock retaining walls have been created on the waterfront to retain lawns and the Boat Parks. The property houses the MAST (Marina and Sail Training Center), a structure of approximately 1000 sq ft and the Learn to Sail Training Center a building of approximately 1800 sq ft. Three smaller storage building are present on the property. All buildings are wood construction. The facility has two major wooden wharf structures, the main wharf being 120' providing access to a 40 berth marina complex. The MAST Wharf is 100' and services the Sail Training programs.

Are there Assets Owned or Leased?

Yes

No

Itemize

All property is owned by Lunenburg Yacht Club.

Please describe the services provided by the Association \_\_\_\_\_

Lunenburg Yacht Club is a club dedicated to the promotion of water sports and provides the following programs:  
Learn-to-sail for youth and adults, Sail Able providing Learn-to-sail for individuals with disabilities, Learn-to-row for Youth  
and adults as well as senior keelboat racing. The Club also hosts many youth and adults regattas that attract many visitors  
to the local area.

Please describe the benefits to the Residents of Lunenburg Municipality \_\_\_\_\_

Lunenburg Yacht Club provides programs for youth and adults to promote the sport of sailing and a healthy lifestyle for local  
residents. As well, regattas hosted by LYC provides many economic spin-offs for businesses in hospitality in the local area.  
Having a local Yacht Club also has the potential to attract new residents to the area.

**Insurance Details**

Does your Association have Insurance on its structures and on its liability coverage? Yes  No

**Please include insurance provider name and coverage limits** Royal Sun Alliance Insurance Policy #104319, managed  
through MCT Insurance Brokers

**Project Details and Financing**

Please provide a project overview \_\_\_\_\_

This project will provide infrastructure upgrades to allow LYC to attract more International and National events, ensuring the economic  
viability of the Club. These upgrades include a launch ramp, crane, race management equipment and a designated regatta office. Also  
included in the upgrades are modifications to the men's washroom to make it wheelchair accessible

How will this benefit the Association and Residents? \_\_\_\_\_

Being able to attract and host more national and International regattas will allow LYC to remain viable due to the increased revenue  
generated by these events. These events also have the potential to increase the membership numbers at the Club, in turn generating  
more revenue and allowing more programs to be provided for members and the local community.

Please provide details on the cost of the project (include expenses and revenue sources) \_\_\_\_\_

Phase 1: Launch Ramp (\$75,000), Modifications to an existing Wharf to support the addition of a crane for launching small keelboats  
(\$70,000) and Crane (\$75,000)

Phase 2: Landscaping Upgrades (\$50,000), Regatta Office (\$40,000), Race equipment (\$100,000), Fuel System Upgrades (\$20,000) and  
Upgrades to the men's washroom to make it wheelchair accessible (\$20,000)

Potential Revenue Sources: RFD (prov govn) \$150,000 and ACOA (\$123,000)

Total amount desired to collect with this Campaign? \$450,000

Please provide a start and end date for your campaign. Jan. 1, 2017 - December 31, 2018

What is the Strategy to raise the money? (ie members only, public capital campaign, corporate campaign) \_\_\_\_\_

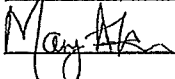
LYC will utilize a membership campaign using MODL designated Community Fund. We have applied for government funding through  
the provincial RFD and ACOA ICF programs but have not received anything to date.

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

The community project fund was utilized in 2009 to purchase the adjacent property to allow expansion of the Club facilities.

**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: January 4, 2017

Signature: 

Print name and Position: Mary Atkins - Past Commodore Lunenburg Yacht Club

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 checked="" type="checkbox"/> Completed Signed Application         | <input checked="" type="checkbox"/> Copy of Memorandum of Association |
| <input checked="" type="checkbox"/> Copy of Latest Financial Statement   | <input checked="" type="checkbox"/> List of Executive Board Members   |
| <input checked="" type="checkbox"/> Insurance Provider name and coverage | <input checked="" 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)527-1136

For information; (902) 641-1343 email [recreation@mbdl.ca](mailto:recreation@mbdl.ca)



MEMO

**TO: Municipality of the District of Lunenburg Council**  
**FROM: Sherbrooke Lake Park Advisory Committee**  
**RE: Final Report EDM and recommendations**  
**DATE: December 11, 2018**

At the November 26, 2018 meeting of the Sherbrooke Lake Park Advisory Committee the following motions were made by the Committee to recommend to the Municipality of the District of Lunenburg Council for their consideration:

**“that the Sherbrooke Lake Park Advisory Committee recommends to the Municipality of the District of Lunenburg Council to accept the final report titled “Sherbrooke Lake Park Final Plan” as prepared by EDM Planning Services, dated October 2018 and that Council adhere to the Memorandum of Understanding signed by both the Municipality of the District of Chester and the Municipality of the District of Lunenburg.” Motion carried unanimously**

**“that the Sherbrooke Lake Park Advisory Committee recommends to the Municipality of the District of Lunenburg Council to start with the first phase of development as outlined in the “Sherbrooke Lake Final Plan” on page 13, as prepared by EDM Planning Services, dated October 2018, which is upgrades to the Woodstock Road and that the Municipality adhere to the Principles of the Adaptive Management Approach throughout the park development process.” Motion Carried unanimously**

Respectively Submitted,

Members of the Sherbrooke Lake Park Committee





# Municipality of the District of Lunenburg

## REQUEST FOR DECISION

REPORT TO: Mayor and Councillors  
SUBMITTED BY: Laura Barkhouse, Trails and Open Space Coordinator  
DATE: November 26, 2018  
RE: Land on Big Tancook Island

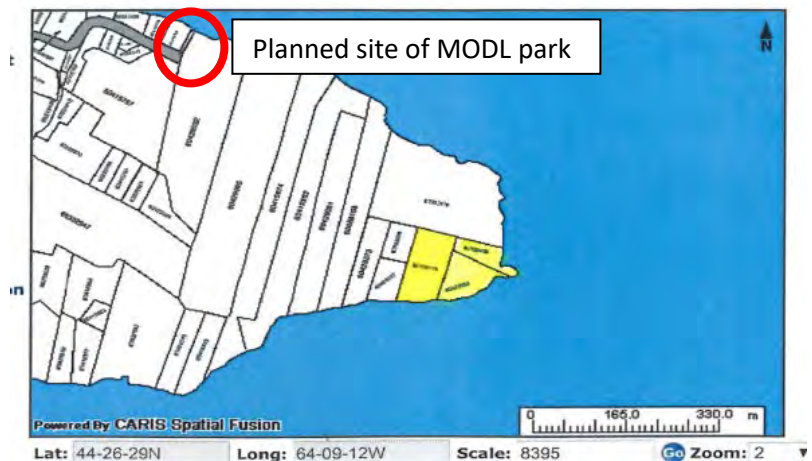
### RECOMMENDATION

To accept the gift of land on big Tancook Island from the family of the late property owner, George Daniel Kaplan. This includes PID # 60333036, 60332400, and 60429115.

### EXECUTIVE SUMMARY

There are three distinct pieces of property that are included with this donation, with a total area of just under 4.5 acres. They are shown on the following map:

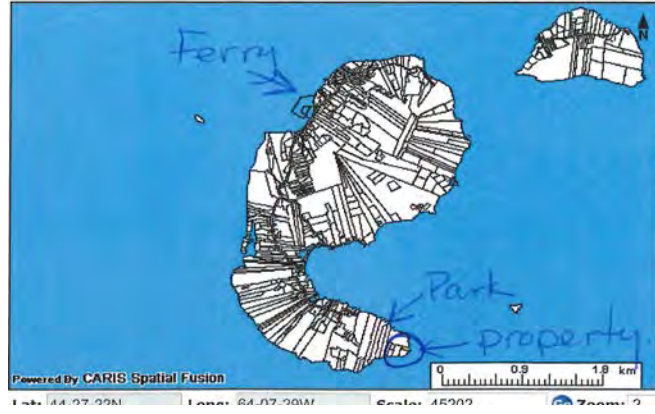
This area of Big Tancook is locally known as "The Kaffel" and was highlighted as an area of significant local interest during the Open Space Plan public consultation in 2003. There was interest in ensuring public access to this particular area of the island due to its natural beauty and coastal vistas. As a result, this area was added as a priority within the Open Space Strategic Plan and would be a significant asset to the Municipality as a compliment to the new public park being developed along the coast. The Kaffel lands are easily accessed on foot.



Mr. Kaplan has stated that he simply wants to transfer the title of the property to MODL and that no monetary exchange take place.

## BACKGROUND

Mr John Kaplan, brother to George Kaplan, late property owner, sent a letter along with a cheque to pay his recent tax bill explaining that his brother, who is listed as the property owner, passed away many years ago and that the property taxes were maintained by first his parents and then himself over many years. His brother purchased the property in 1972



and passed away soon afterwards at the age of 22 to bone cancer. First his parents, and then he, John Kaplan, was the designated caretaker of his brother's estate. The property measures just under 4.5 acres in total and makes up a significant part of the southern head of the Island.

Mr. Kaplan has indicated that he is advancing in age and would like to see the property donated for public use. He has stated that he does not want any exchange of money or tax receipts, but would like to ensure that, in his brothers honor, the public will continue to enjoy the property "in perpetuity".

The property has never been used for any form of development and is visited frequently by local walkers because of the stunning and expansive views it provides. There may be interest in having a bench placed on the site to provide a place to rest and enjoy the views.

## DISCUSSION

This gift is an exciting prospect for public land ownership on Big Tancook Island. It provides a way to improve public land opportunities on the Island and only for the cost of the ownership transfer. This kind of chance rarely occurs, and will be such a tremendous benefit to the long term planning for outdoor recreation of locals and visitors to the island. The family of the late landowner simply want to honor his interest in the Island and his appreciation of wild outdoor spaces.

## BUDGET IMPLICATIONS

There are no costs associated with the land ownership transfer except for the MODL Solicitors time and the cost of property migration – approximately \$1000.

**STRATEGIC PLAN**

This property is listed as #26 of 52 identified properties and/or actions on the priority list in the Open Space Strategic Plan.

**WORK PLAN**

No additional work required from staff. Will be included on the list of 10 year property inspections completed by staff.

**ALTERNATIVES**

**CONCLUSION**

Department: Administration

Report Prepared By: Laura Barkhouse, Trails and Open Space Coordinator Date Nov 26<sup>th</sup>, 2018

Report Approved By: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed By CAO: \_\_\_\_\_ Date \_\_\_\_\_





# MUNICIPALITY OF THE DISTRICT OF LUNENBURG

## Memorandum

**Council**  
Date: December 11, 2018  
Item: 11.3.1  
Authorization: K. Malloy

**Report to:** Mayor Bolivar-Getson & Members of Municipal Council  
**Submitted by:** Douglas Reid, Planner  
**Date:** December 4th 2018  
**Re:** Amendment Application - Riverport & District Plan Area

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Planning & Development Services received an application to amend the Riverport & District Secondary Planning Strategy & related Land Use By-law from the Riverport District Fire Protection Commission. The applicant is asking Council to consider amendments that would affect policy in the Secondary Planning Strategy and existing regulations in the accompanying By-law. The application is therefore identified as being both a **Policy** and **By-law** amendment. The Commission is requesting:

- That the existing By-law's size threshold regulation not apply to a Fire Services-related use.
- That the watercourse setback requirement not apply to same.

In keeping with the Municipality's "Public Participation Program on Planning Matters" policy (MDL-66), staff would propose that a public information meeting take place prior to a Staff Report proceeding to the local Area Advisory Committee. Notice will be provided by regular mail to citizens within an identified radius of the affected property, as well as by way of posting Notice to the pertinent e-mail list serve.

The purpose of the initial information meeting would be to provide opportunity to outline the amendment review process to the general public, as well as provide relevant information regarding this specific application. Staff is proposing that the information meeting take place in January, to remove possible issues with citizen attendance during the holiday period in late December.

It has been Council's procedure to refer applications to the local Area Advisory Committee for review. If Council agrees with adopting that procedure for this matter, the following motion is in order:

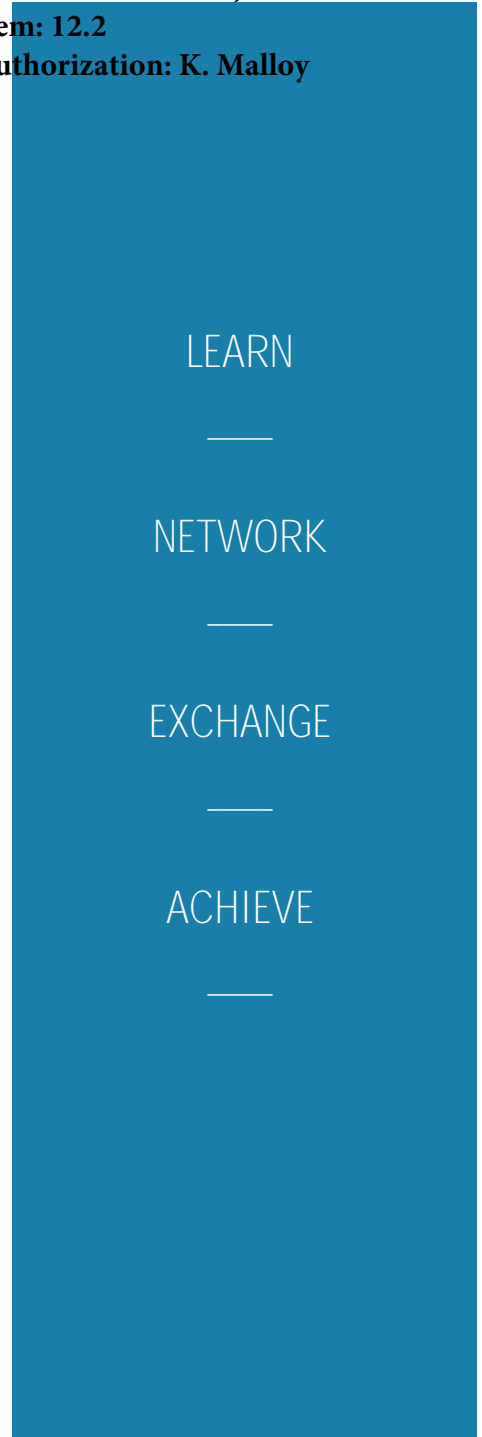
**That Municipal Council forward the amendment application as submitted by the Riverport Fire Commission to the Riverport & District Area Advisory Committee, for review and recommendation to the Planning Advisory Committee.**





NOVEMBER 6TH – 9TH 2018  
NSFM ANNUAL  
CONFERENCE

Annual meeting of Nova Scotia's Municipal Leaders



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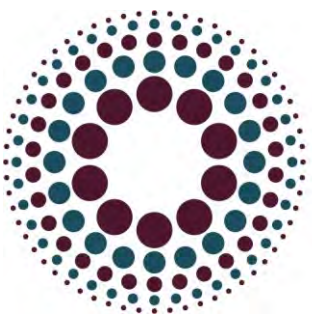
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**NOVA SCOTIA  
FEDERATION OF  
MUNICIPALITIES**

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# Program

## Tuesday, November 6<sup>th</sup>, 2018

2:00 p.m. - 8:00 p.m.

Registration

7:00 p.m. - 8:30 p.m.

Meet & Greet Reception

## Wednesday, November 7<sup>th</sup>, 2018

8:00 a.m. - 9:15 a.m.

### Opening

- Remarks by Chair of the Conference Planning Committee –Deputy Mayor Wayne Mason, Halifax Regional Municipality
- Greetings from Halifax Regional Municipality
- Greetings from Presenting Sponsor – Develop Nova Scotia
- Greetings from AMANS President, Alain Muise, District of Argyle
- Remarks by Premier McNeil (TBC)
- Remarks by NSFM President, Councillor Geoff Stewart, County of Colchester
- Presentation of NSFM's Climate Change Leaders Award and Carbon Surcharge Fund Recipient
- Presentation of NSFM Long Service Awards

9:15 a.m. - 10:15 a.m.

### Keynote Address: Curbside Chat – Charles Marohn, JR., PE AICP- Strong Towns

The Curbside Chat is a game-changing presentation that explains, in plain language, how so many small North American municipalities have found themselves in decline, despite—or perhaps because of—moments of promising growth.

The problem lies in the current model of development, which values short-term gains over long-term prosperity, and top-down investment from outside the municipal borders rather than bottom-up investment in our neighbors and ourselves. To strengthen our places and ensure their economic success, we must look back to traditional ways of building communities, and return to a path that made our municipalities progressively stronger for generations before our current approach took hold. In this presentation, we show how active citizens, local officials and design professionals can work together to reverse the negative trajectory in their communities and help themselves become more resilient—no matter what challenges lie ahead. This core Strong Towns presentation is a game-changer for communities, large and small, who want to be financially strong in an uncertain future.



Charles Marohn - known as "Chuck" to friends and colleagues - is a Professional Engineer (PE) licensed in the State of Minnesota and a member of the American Institute of Certified Planners (AICP). He is the Founder and President of Strong Towns. Marohn has a bachelor's degree in Civil Engineering from the University of Minnesota's Institute of Technology and a Master of Urban and Regional Planning degree from the University of Minnesota's

Humphrey Institute. Marohn is the lead author of *Thoughts on Building Strong Towns* — Volume 1, Volume 2 and Volume 3 — as well as the author of *A World Class Transportation System*. He hosts the Strong Towns Podcast and is a primary writer for Strong Towns' web content. He has presented Strong Towns concepts in hundreds of cities and towns across North America and in 2017 was named one of the 10 Most Influential Urbanists of all time by Planetizen.

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10:15 a.m. – 10:45 a.m.

**Break/Networking/Viewing of Exhibits**

10:45 a.m. – 11:45 a.m.

**Concurrent Workshops (Attend 1 of 3)**

- 1) **Develop Nova Scotia** - Develop Nova Scotia's new mandate is to drive economic growth across the province through the development of strategically important property and infrastructure. We do that by working with municipalities, public and private organizations, industry, and the public to create sustainable places that inspire people and investment. We achieve this through placemaking - creating places that attract and retain people, understanding that jobs will follow talent. Sometimes it's the smallest of investments that can make the biggest impact, but in order to be effective, it must be driven by authentic, diverse, practical community engagement and involvement. How can municipalities be a part of shaping our 5-year strategic plan? Presenter: Jennifer Angel, President & CEO, Develop Nova Scotia
- 2) **Best Practices for Public Safety** - Community safety and well-being are the foundation of healthy, livable municipalities. Despite a remarkable decline in crime rates over the past twenty years across Canada, victimization and incarceration rates remain disproportionately higher for our more vulnerable residents. At the same time, fear of crime--whether rooted in perception or reality--can paralyze entire communities, deeply impacting their well-being and ability to participate in civic life. Traditionally, finding solutions to these challenges has fallen to law enforcement, yet municipalities can--and should--play a broader, and much more fundamental role. This presentation will make the case for municipal investment in upstream, evidence-based approaches to creating safer communities. Drawing the national work by the Canadian Municipal Network on Crime Prevention and Halifax's recently adopted Public Safety Strategy, as well as other case studies across Canada, this presentation will focus on how municipalities can make a strategic, coordinated shift toward investing in preventative approaches to community safety and well-being. Presenters: Amy Siciliano, PhD., Public Safety Advisor, HRM and Felix Munger, PhD, Canadian Municipal Network on Crime Prevention
- 3) **Accessibility – What does it mean for your municipality?** - Learn about the province's accessibility legislation and regulations and how they will impact municipalities, including the need for advisory committees and three-year plans. The Nova Scotia Accessibility Directorate will present recent regulations pertaining to municipal responsibilities and will share helpful tools and information to assist municipalities in complying with the provincial regulations. Presenter: Gerry Post, Executive Director, Nova Scotia Accessibility Directorate, Department of Justice, Province of Nova Scotia.

11:55 a.m. – 12:55 p.m.

**Delegates Luncheon**



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1:00 p.m. – 1:45 p.m.

**Annual General Meeting**

- Audited Financial Statements/Motion re Dues
- Election of President & Vice-President

1:45 p.m. – 3:00 p.m.

**Caucus Meetings & Elections**

3:00 p.m. - 3:30 p.m.

**Break/Networking/Viewing of Exhibits**

3:30 p.m. – 4:15 p.m.

**Caucus Meetings Continued**

4:20 p.m. – 5:00 p.m.

**Women in Local Government Networking** - Join us in celebrating the 100<sup>th</sup> anniversary of women's right to vote in Canada. Learn what resources are available to encourage and support women in local government. Share experiences with women elected in Nova Scotia. It will be a nice way to end the day!

5:30 p.m. – 6:30 p.m.

An Optional Event: The Screening of a Local Documentary: *Climate Change and the Human Prospect* - The Centre for Local Prosperity invites you to attend the screening of a 40-minute documentary, entitled "*Climate Change and the Human Prospect*." This film documents the vision created by 24 Thinkers at the Pugwash Thinkers Lodge in 2017 for restoring and revitalizing our communities in the face of climate change.

**Dinner on your own**

## **Thursday, November 8<sup>th</sup>, 2018**

8:00 a.m. – 8:30 a.m.

**Federation of Canadian Municipalities Update**

8:30 a.m. – 9:30 a.m.

**Making our Voices Count** (Part of the Ken Simpson Memorial Municipal Lecture Series)

As we come together to agree on NSFM's top priorities and resolutions, we need to ensure that our collective voices are heard. We are inviting a panel of experienced former elected politicians who have previously played a senior role at the provincial level to provide insight on how we can make our messages count! Advocacy and effective lobbying are key to moving our municipalities forward.

9:30 a.m. – 10:15 a.m.

**NSFM Resolutions/Updates/Membership Feedback**

10:15 a.m. – 10:45 a.m.

**Break/Networking/Viewing of Exhibits**

10:45 a.m. – 12:00 p.m.

**NSFM Resolutions/Updates/Membership Feedback**

12:00 p.m. – 1:00 p.m.

**Delegates' Luncheon**

1:15 p.m. – 1:45 p.m.

**Advancing the Assessment Industry through Cutting Edge Technology - PVSC Innovation** - The application of better solutions to meet new or existing needs. Property Valuation Services Corporation (PVSC) was created to efficiently provide Nova Scotia municipalities with property assessment information. Our Board of Directors is mandated to lead and support the organization in its journey of fiscal responsibility. As we look towards the future, technology is paving the path. Machines are being taught to make our jobs and our lives better, faster and stronger - PVSC is no exception. Come hear about

how PVSC is leading the assessment industry by integrating hand held mobile technology with artificial intelligence.

1:45 p.m. – 3:00 p.m.

**Shared Secrets – Economic Development**

Come and learn how these municipalities gained success in economic development in their communities.

**Start-up Port Hawkesbury - Out-of-the-box Innovation for Rural Growth** – this presentation discusses how the status quo, when it comes to rural economic development, is no longer a viable option. We must consider what key innovation partnerships and initiatives can do to tackle rural challenges that face us. Hear about a case study on Start-up Port Hawkesbury and how this project is helping to change the dialogue in a small Nova Scotia town.



Presenter: John Beaton, CEO, Eastern-Strait Regional Enterprise Network

**Bridgewater Transit System-** In September of 2017, the Town of Bridgewater launched Bridgewater Transit, a single-loop transit service that travels approximately 16 kilometres around Bridgewater on the hour. The service, which began as a pilot project and has now moved into the demonstration phase, has served more than 20,000 riders during its first year of operation and is a shining example of how inter-governmental cooperation, research-based decision making, and sustainable thinking can have profound and direct impacts on a community – not only from an economic point of view, but also in terms of broad social and community development.

Presenters: Mayor David Mitchell, Town of Bridgewater and Jessica McDonald, Director of Planning

**Annapolis Royal - Waterfront Amphitheatre Project** – Mayor Bill MacDonald will describe how Annapolis Royal's Waterfront Amphitheatre is much more than a magnificent venue for the entertainment of residents and visitors. It represents the coming together of two communities in the spirit of a shared history, forging a partnership of mutual respect and benefit in a renewal of an historic bond of friendship from 1605. The coming together of the L'Sitkuk First Nation and the Town of Annapolis Royal over a piece of surplus Park Canada land is a lesson in relationship building - worthy of consideration by other municipalities.

3:00 p.m. – 3:30 p.m.

**Break/Networking/Viewing of Exhibits**

3:30 p.m. – 4:00 p.m.

Honourable Chuck Porter, Minister of Municipal Affairs, Province of Nova Scotia

4:00 p.m. – 5:00 p.m.

**Ministers' Panel**

6:15 p.m.

Reception

7:00 p.m. – 9:00 p.m.

Banquet  
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9:00 p.m. – 11:30 p.m.

Dance  
Back by popular demand.....



Friday, November 9<sup>th</sup>, 2018

7:55 a.m. – 8:55 a.m.



**Where's my report? You know, version 2 final final** - Managing and understanding information and content is crucial for municipalities. Well managed information enables you to efficiently find important content amongst the garbage, as a foundation for business processes and business intelligence, in enabling better citizen engagement, collaborating across silos, and responding to regulatory requirements. In this session Shaun will

look at some common difficulties and provide a pragmatic approach to addressing your information and enterprise content management challenges. Presenter: Shaun Hughes, Senior Consultant, Bulletproof

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9:00 a.m. – 10:00 a.m.

**Concurrent Workshops: (Attend 1 of 2)**

- 1) **Moving Forward with Climate Change Adaptation & Innovative Financing Mechanisms for Energy Initiatives** -This 3-part session will present opportunities for municipalities to implement climate change adaptation and mitigation initiatives in their communities as means to make them more resilient to our changing climate and help reduce their overall energy use.

In the first presentation, you learn about FCM's *Municipalities for Climate Innovation Program (MCIP)* and how it is enabling Canadian municipalities to address climate change. You will hear about the various initiatives MCIP offers to municipalities, and about the projects it has supported in communities across the country and in Nova Scotia.

For the second part of the session, the Clean Foundation will provide an overview of the *Municipal Climate Adaptation Initiative* (a program supported by MCIP), which aims to help local municipalities reduce their climate change-related risks and build community resilience. The program involves 7 Nova Scotia municipalities and has identified barriers to adaptation and solutions for moving forward with concrete actions to facilitate adaptation planning.

The third part of the session will explore mechanisms municipalities can use to finance their community energy work. You will hear how the towns of Antigonish, Berwick and Mahone Bay self-financed the *Alternative Resource Energy Authority's* Wind Farm in Ellershouse, which consists of 10 large turbines.

As well, you will learn how to fund projects through energy service contracts and public-private partnership arrangements, and the benefits and risks associated with each. Presenters: Jean-Patrick Toussaint, Capacity Building Advisor, Municipalities for Climate Innovation Program, FCM; Michael Benson, Climate Mitigation & Adaptation Specialist, the Clean Foundation; Aaron Long, Director of Business Services, Alternative Resource Energy Authority (AREA)

## 2) Youth Engagement – Panel

**P4G** - Youth attraction and retention is more than just the trendy topic of the day, it's an imperative pillar of our future. P4G is a unique social enterprise built upon the foundation of improving Lives, Livelihoods and Futures in Atlantic Canada. We believe in the region, and work to attract and retain diverse talent and cultural *contributors* to help create tomorrow's Nova Scotia. "The only certainty is that the Status Quo is not an option" - *Creating our Own Future. A Nova Scotia Economic Strategy, 1991.*



Presenters: Matt Thomson, co-founder: P4G, Bradley Daye, co-founder: P4G, and Lauren Sears, co-founder: P4G

**Youth Advocate Program – HRM** - The Youth Advocate Program work with youth ages 9-15 years old in 14 communities across HRM with 45 youth in the program at any given time. The Youth Advocate Program is family-centered, which means it looks to and works with the family of the youth to provide coordinated support. By connecting youth to existing community programs and support, the Youth Advocate Program increases self-reliance, resiliency, life skills, and social skills by engaging youth in constructive behaviors with family, school and community. The program's goal is to reduce the key risk factors— isolation, stress, negative rushes—that make young people vulnerable to engaging in criminal behavior.

Presenters: Adam Huffman - Youth Advocate Worker (Spryfield), and Troy Allen - Youth Advocate Worker (North End Halifax)

10:10 a.m. – 11:15 a.m.

### **Import Replacement:** *Economic Revitalization and Re-localization*

Our local community economies have a very high rate of monetary leakage, driven by globalized economic forces combined with local consumer and institutional spending patterns. **Import replacement has been proven to be a viable way to 'plug the leaks' in a local economy.** It can redirect lost spending to circulate back into the local economy and can be the quickest means for revitalization. Import replacement builds economic resilience through public institutions, businesses and residents purchasing more of their needed goods and services from local sources, rather importing them from outside of the region. Examples will be discussed from the County of Annapolis, the Town of Bridgewater and other communities.

Presenters: Robert Cervelli, Centre for Local Prosperity; Warden Timothy Habinski, Municipality of the County of Annapolis; and Councillor Gregory Heming, Municipality of the County of Annapolis.

11:15 a.m.

**Business Card Collection Prize  
Grand Prize Draw  
Departure**

# Networking



Networking is a crucial component when you are an elected official. The planning committee has come up with some interesting and fun activities to ensure you have time to exchange ideas with your municipal colleagues. There will be a **contest** to see who can collect the most **business cards**. You won't want to miss out on this prize so make sure you bring lots of business cards with you! Look for fun questions and interesting conversation starters throughout the event. Get ready to Tweet!



## How to Register

Delegate Before October 16 <sup>th</sup> (includes Banquet)	\$ 480 + HST+ Carbon Surcharge * (\$557)
Delegate After October 16 <sup>th</sup> (includes Banquet)	\$ 530 + HST + Carbon Surcharge * (\$614.50)
Non-Member Delegate Before October 16 <sup>th</sup>	\$ 530 + HST + Carbon Surcharge * (\$614.50)
Non-Member Delegate After October 16 <sup>th</sup>	\$ 580 + HST + Carbon Surcharge * (\$672)
Banquet Ticket	\$ 65 + HST (\$74.75)

### [\\*Carbon Surcharge Fund](#)

You can register on-line [Click Here to Register On-Line](#) or by e-mail to [tverbeke@nsfm.ca](mailto:tverbeke@nsfm.ca).

### **CANCELLATION POLICY:**

**DELEGATE:** All cancellations of delegates must be received in writing (by fax or e-mail [tverbeke@nsfm.ca]) before 4:30 p.m. on **Thursday, October 25<sup>th</sup>, 2018**. No Cancellation Fee will be incurred prior to this time.

**DELEGATE CANCELLATION FEE POLICY:** Cancellations received between 4:30 p.m. on **October 25<sup>th</sup>** and 4:30 p.m. on **November 1<sup>st</sup>, 2018**, will be subject to a \$175 (plus taxes) charge.

**CANCELLATION FEE AFTER 4:30 P.M., NOVEMBER 1<sup>ST</sup>, 2018:** Cancellations of Delegates received after 4:30 p.m., November 1<sup>st</sup>, 2018, are subject to the full registration fee.

**BANQUET:** No refunds on banquet ticket cancellations received after 4:30 p.m. on **Thursday, October 25<sup>th</sup>, 2018**.  
SUBSTITUTIONS ARE WELCOME AT NO CHARGE

## Accommodation

Please indicate that you are part of the NSFM Block – the blocks will be held until October 6<sup>th</sup>

<a href="#">The Westin Nova Scotian Hotel</a>	<p>\$ 149 s/d (traditional room one queen or two double beds)</p> <p>Please use the link below to book your room at the Westin or call 1-888-627-8553 and indicate that you are part of the NSFM conference block. <b>All reservations must be secured with a credit card.</b></p> <p><a href="#">CLICK HERE TO BOOK YOUR ROOM AT THE WESTIN</a></p>
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	<p><i>Westin <u>Cancellation Policy</u> for Guestroom Reservations is 15 days prior to the guests <u>date of arrival</u>. The penalty for not cancelling before this time is a charge of the first night's room and tax charged to the form of payment that the reservation is guaranteed by. No charges will be processed until the completion of the NSFM event. If the cancelled guestrooms can be re-sold to another attendee, the cancellation penalty will be waived. This policy has been put in place to provide maximum guestroom availability to all attendees.</i></p> <p>If you have specific billing needs (such as billing to your municipality) you need to contact Dave Pitchuck at <a href="mailto:dave.pitchuck@thewestinnovascotian.com">dave.pitchuck@thewestinnovascotian.com</a>.</p>
<p><a href="#">Cambridge Suites Halifax</a></p>	<p>\$ 120 single – includes deluxe continental breakfast – ask for the provincial government rate when booking -<a href="#">Book Online</a> using booking code “provgov” (enter under promo/access code) Or call 1-800-565-1263</p>

## Planning Committee

Chair – Deputy Mayor Waye Mason, HRM  
 Mayor Brenda Chisholm-Beaton, Town of Port Hawkesbury  
 Warden Timothy Habinski, County of Annapolis  
 Councillor Ty Walsh, Town of Berwick

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