

**AGENDA
MEETING OF MUNICIPAL COUNCIL**

Bridgewater, NS

Tuesday, October 22, 2019 – 9:00 a.m.

Time & Page

1. CALL TO ORDER
 - 1.1 Mi'kma'ki Territory
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION
3. PUBLIC INPUT (15 Minutes)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – September 24, 2019 and October 8, 2019
6. BUSINESS ARISING FROM MINUTES
7. AWARDING OF TENDERS/RFPs
8. PRESENTATIONS/SCHEDULED TIMES
9. CONSIDERATION OF CORRESPONDENCE
 - 9.1 Correspondence from NSTIR re Cost Share Agreement.....1-7
10. RECOMMENDATIONS FROM COMMITTEES & BOARDS
 - 10.1 Policy & Strategy Committee
 - 10.1.1 Declaring a Climate Emergency..... (8)10-19
 - 10.1.2 Reinstate Sustainability Committee..... (8)
 - 10.1.3 MDL-49 Property Tax Rebate Policy Proposed Amendments..... (8)20-27
 - 10.1.4 PRO Kids Administration Support for Mahone Bay Update (8)28-30
 - 10.1.5 Sponsorship Ad – Mahone Islands Conservation Association (9)31
 - 10.1.6 Sponsorship Ad – Mahone Bay & Area Lions Club (9)32-33
11. STAFF REPORTS
 - 11.1 Planning Department
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12. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS
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 - 12.2 Deputy Mayor's Update
 - 12.3 Mayor's Update
13. ADDED ITEMS
14. IN CAMERA
 - 14.1 Contract Negotiations re Town of Bridgewater under Section 22(2)(e) of the MGA
 - 14.2 Contract Negotiations re Osprey Village under Section 22(2)(e) of the MGA
 - 14.3 Legal Advice under Section 22(2)(g) of the MGA
 - 14.4 Land Negotiations re Oakland Property under Section 22(2)(a) of the MGA
15. ADJOURNMENT



Transportation and Infrastructure Renewal

Johnston Building, 4th Floor
1672 Granville Street
PO Box 186
Halifax, Nova Scotia
B3J 2N2

Council
Item #: 9.1
Date: October 22, 2019
Authorization: T. MacEwan
Bus: 902-424-0897
Fax: 902-424-0570
E-mail: laura.cunningham@novascotia.ca

Municipality of Lunenburg

July 29, 2019

JUL 31 2019

Mr. Kevin Malloy
Chief Administrative Officer
Municipality of the District of Lunenburg
210 Aberdeen Road
Bridgewater, NS B4V 4G8

RECEIVED

Dear Mr. Malloy:

RE: COST SHARE AGREEMENT 2018-015

The Department of Transportation and Infrastructure Renewal (TIR) expects to fund, subject to budget approval, the paving, repaving and double chipping of Subdivision streets during the 2020-21 construction season.

Cost sharing, regardless of type of treatment (paving, repaving or double chip), will be fifty per cent for eligible streets (50/50).

As per section 3.2 and 3.3 of the agreement, **“if the Municipality uses a petitioning process to determine which Village and Subdivision Streets will be cost shared the petition must be completed prior to submitting the list on or before October 31, 2019”.**

Attached, you will find a Road Submission List to be filled out electronically and returned to me by October 31, 2019. Please request the Road Submission List from me when you receive this letter and I will forward to you to fill out. My email address is laura.cunningham@novascotia.ca. Examples on how to fill out the form is provided. Due to funding limitations, please limit your priorities to a maximum of ten candidates. If any of the columns are not filled in, the list will be rejected by the Province and you will be asked to re-submit.

The submitted streets will be reviewed to verify eligibility and to determine if the condition of the proposed streets meets the minimum criteria for paving, repaving or double chipping.

Please submit this information to my attention via email or mail as soon as possible to ensure your list will be considered for the upcoming fiscal year.

Please consider your Municipality's fiscal funding limitations when preparing your list and limit the list to only the projects the Municipality intends to fund in fiscal 2020-21.

I have also included a document for reference regarding the program. I hope you will find this useful if any questions arise on the program.

Sincerely,

A handwritten signature in cursive script that reads "L. Cunningham". The signature is written in black ink and is positioned above the typed name.

Laura Cunningham
Capital Program Administration Officer

cc Craig Smith – Construction Manager, Western District



NOVA SCOTIA

Transportation and Infrastructure Renewal

Highway Engineering & Capital Programs
Johnston Building, 4th Floor
1672 Granville Street
PO Box 186
Halifax, Nova Scotia
B3J 2N2

Cost Shared Program: Local Roads, J-Class Streets and Village Streets

Background

The Department may carry out cost-shared upgrading of Local Roads, J-Class Streets and Village Streets (see definition below), on a cost-shared basis.

Roads built prior to April 1, 1995 that have a classification code of "J" (subdivision road), or are associated with the Road Service Exchange Agreement (which may indicate other codes than "J") are eligible for the program. If you require a copy of the Provincial-Municipal Service Exchange Agreement, the Road Service Exchange Agreement and the associated Road List, please contact Municipal Affairs at (902)424-6642.

Maintenance charges that are processed by Municipal Affairs related to the Road Service Exchange Agreement is not connected with the Cost Shared Program: Local Roads, J-Class Streets and Village Streets.

Guidelines

1. Cost-Shared Agreements

Any work carried out under the Local Roads, J Class Streets and Village Streets will require a cost-shared agreement prepared by the Department, detailing the terms and conditions under which the work is to be undertaken. All costs related to work on local roads and streets will be shared equally between the Department and the Municipal Unit except as outlined in #3 below. The agreements are valid for three fiscal years. Agreements between the Department and Municipal Units are confidential and therefore would not be disclosed with any other parties.

2. Definition of a Local Road

The following definitions are to be applied to local roads, J-Class Streets and Village Streets:

Municipal Type "A" Local Roads: all local roads constructed after April 1, 1995 under the administration and control of the Municipal Unit in which the road is constructed.

Department Type "B" Local Roads: all local roads, J-Class Streets and Village Streets constructed prior to April 1, 1995 under the administration and control of the Department or associated with the Road Service Exchange Agreement.

3. Cost-shared Upgrading of Local Roads

There will be no cost-sharing on Municipal Type "A" Local Roads. Such roads are under the administration and control of the Municipal Unit in which they are constructed and all improvements are the responsibility of the Municipal Unit.

Where the Department determines it practicable and reasonable, and at the request of a Municipal Unit, upgrading of Department Type "B" Local Roads may be undertaken on a cost-shared basis of 50/50. All costs related to the project will normally be shared equally by the Municipal Unit and the Department. The Department may allow work to be done with the Municipality paying greater than 50% of the cost as outlined in the cost-share agreement under "Additional Work" but under no circumstances will the Department pay more than 50% of the cost.

Cost Shared Program: Local Roads, J-Class Streets and Village Streets

Funding

Funding is contingent upon the amount the paving program receives for the Fiscal Year and the number of Municipal Units that wish to participate in the paving program; and percentage of roads in each Municipality that is unpaved/paved. Therefore, allocations given each year to the Municipal Units cannot be compared on a year to year basis.

Timeline and Process

***Late Summer/Early Fall**

The Department will mail to the Municipal Units a Submission Letter and Road Submission List requesting their road submissions for the upcoming fiscal year (i.e. letters sent out in 2018 will be for fiscal year 2019-20). If the Municipalities choose to participate in the program, they are required to fill out the Road Submission List in its entirety and must be returned to the Department as outlined in the cost-share agreement under "Designation and Acceptance of Streets".

The Program is geared toward J-Class roads, however, if a Municipal Unit has another class of road that you want the Department to consider, submit it on the form and we will review it for eligibility.

***Winter**

The Department will compile all requests and each will be reviewed to verify eligibility and to determine if the condition of the proposed streets meets the minimum criteria for paving, repaving or double chipping.

***Early Spring**

Minister letters with a Notice of Acceptance form will be sent to Municipal Units informing which roads from their submissions have been approved under this program. *Note: Not all submissions sent in may be selected based on the weighting factors mentioned previously. (i.e. 10 roads submitted, approval on 3 roads).*

For any roads not selected, the Municipal Units are able to re-submit them in the next fiscal year.

The Notice of Acceptance forms must be completed and signed upon returning to the Department.

The Department will then proceed to tender the approved roads. The Department will notify each Municipal Unit in writing of any cost overruns in excess of ten (10%) percent of the Cost Estimate as outlined in the cost-share agreement under "Province's Obligations".

Other Information

If a Municipal Unit is requesting a road class change, requests must be forward to the Department Area Manager and District Director.

If a Municipal Unit disagrees with the program process, please contact the Executive Director of Highway Engineering and Construction at 902-424-5687.

**Given as a guide only and may vary slightly depending on the timing of the initiation process.*

Road Submission List from the Municipality of :	
Submitted By:	
Date (M/D/Y) :	

Please request this document so it can be filled out electronically.

***If the below columns are not filled in, the list will be rejected by the Province and you will be asked to re-submit with the information that is required.**

*In order of Priority	Authority # (Please contact area manager if not known)	Road Section (Please contact area manager if not known)	Road Class (Please contact area manager if not known)	Road Name	From.....	To.....	Length	Current Surface Type (if a road has multiple sections and different surface types they must be listed seperatly and counted as two priorities - ex. below)	Treatment Type Requested (paving, double chip or repaving)	Comments (Example: district name/subdivision name/ etc)
<i>Examples</i>										
1	0123	1	J	Jane Road	Route 66	Smith Road	1.2	asphalt	repaving	Smith Subdivision
2	0123	2	J	Jane Road	Smith Road	end of listing	1.5	gravel	paving	Smith Subdivision
3	8765	1	I	Smith Road	Jane Road	end of cul de sac	0.35	chip seal on sand seal	paving	Smith Subdivision
4	0765	3	H	High Road	Route 79 easterly	end of listing at turning circle	0.85	gravel	double chip	District A

PLEASE FILL IN THE BELOW ELECTRONICALLY (NO HAND WRITING)

1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

***Please limit priorities to a maximum of ten due to the current funding limitations of the Province.**



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Council

SUBMITTED BY: Stephen W. Pace, MBA, P.Eng.
Director of Engineering & Public Works

DATE: October 22, 2019

RE: J Class Road Paving Priorities

RECOMMENDATION

That Council authorize staff to submit to the Nova Scotia Department of Transportation and Infrastructure Renewal (NSTIR) the following roads as J Class road paving priorities, in this order:

1. *Charlie Lane*
2. *Dawson Heights*
3. *Lohnes Rd*
4. *Levi Hebb Road*
5. *Hillside Drive*
6. *Cove Road*
7. *Darius Wile Road*
8. *Pearl Street*

BACKGROUND

The Municipality has a 50% cost sharing agreement with NSTIR on the 78.8 kilometers of “J Class” roads within the Municipality. NSTIR is asking the Municipality to submit its paving priorities for the 2020/2021 fiscal year. As per Council policy those roads that did not get paved this year are included as priorities in the next year. In 2019/20 these roads included: Charlie Lane, Dawson Height and Lohnes Rd.

The Road Improvement Policy, MDL-75, Section 4, was used to select the following additional roads that meet the criteria for road improvement: Levi Hebb Road, Hillside Drive, Cove Road, Darius Wile Road and Pearl Street.

DISCUSSION

NSTIR has given MODL a deadline of October 31, 2019 to make submissions for J Class road paving priorities. The criteria outlined in MDL-75, Section 4 provided guidance in evaluating and prioritizing J Class roads to be upgraded.

BUDGET IMPLICATIONS

The MODL five-year financial strategy includes \$700,000, including net HST, for the year 2020/2021 capital budget for both J Class road improvements and municipally-owned road improvements.

CONCLUSION

Council has made road improvements a strategic priority for this Council term. The identified roads were selected based on the process outlined in Council's policy MDL 75 – Road improvement Policy. Accessing the provincially cost shared program for J-class roads maximizes council's ability to improve the road network in the municipality.



Municipality of the District of Lunenburg

October 15, 2019

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

Dear Mayor and Councillors:

The Policy & Strategy Committee in session on Tuesday, October 15, 2019, made the following recommendations to Council:

1. That Municipal Council:
 - declare a climate emergency;
 - approve the Resolution to join the Federation of Canadian Municipalities and the International Council for Local Environmental Initiatives Partners for Climate Protection (PCP) Program;
 - work through the milestones of the Partners for Climate Protection (PCP) Program established by the Federation of Canadian Municipalities (FCM) and Local Government for Sustainability (ICLEI Canada); and
 - add climate emergency as a priority in its Strategic Plan.
2. That Municipal Council reinstates a Sustainability Committee for Council.
3. That Municipal Council approves the proposed amendments to Policy MDL-49 Property Tax Rebate as follows:
 - adding the following new subsection 4.1 to Section 4 of Policy MDL-49 “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”;
 - amending Section 1 of the Application attached to Policy MDL-49 by adding the words “or I am making application on behalf of a deceased property owner who received the property tax rebate in the prior fiscal year” at the end of the sentence;
 - 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.
4. That Municipal 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; and further, that the Town of Mahone Bay pay the Municipality of Lunenburg a rate of \$40 per hour to process applications.

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

5. That the Policy and Strategy Committee recommends to Council that Municipal Council approve the Sponsorship Ad Grant request of the Mahone Bay & Area Lions Club in the amount of \$400 to support their 50 Years of Service Charter Night, being held on November 16, 2019, through a full-page ad in their Charter Night booklet.

Respectfully submitted,

Chairman and Members
Policy & Strategy Committee

/jp
Attachments



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/pcp>

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

MEMORANDUM

TO: Mayor and Municipal Council Members
FROM: Sherry Conrad, Municipal Clerk
DATE: October 15, 2019
RE: **Proposed Amendments to Policy MDL-49 Property Tax Rebate Policy**

The Policy and Strategy Committee, in session on October 15, 2019, reviewed the following proposed amendments to Policy MDL-49 “Property Tax Rebate”:

1. add the following new subsection 4.1 to Section 4 of Policy MDL-49 “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”; and.
2. amend Section 1 of the Application attached to Policy MDL-49 by adding the words “or I am making application on behalf of a deceased property owner who received the property tax rebate in the prior fiscal year” at the end of the sentence.

The Committee made a motion to recommend the proposed amendments to Council for approval and gave notice to Council of its consideration of approval at its October 22, 2019 Council meeting.

Section 48(1) of the *Municipal Government Act* states, “Before a policy is passed, **amended** or repealed, the Council shall give at least seven days notice to all council members.” Therefore, in accordance with Section 48(1), the attached amended Policy MDL-49 “Property Tax Rebate Policy”, which includes the amendments as recommended by the Committee will be presented for Council’s approval at the October 22, 2019 Council session. The Policy and Strategy Committee meeting of October 15, 2019 was hereby considered as Council’s notice.

If Council approves of the attached Policy amendments, the following motion would be necessary.

“That Municipal Council approve the proposed amendments to Section 4 of Policy MDL-49 “Property Tax Rebate” and Section 1 of the Application as presented”.

Sherry Conrad
Municipal Clerk

/sac
Attachments

**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

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

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



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Municipal Council

SUBMITTED BY: Byung Jun Kang, Planner

DATE: October 22, 2019

SUBJECT: PL190052: Land-Leased Community By-law Repeal,
Memo to Council for Second Reading

ORIGIN

Council Meeting on September 24, 2019, where First Reading was conducted.

RECOMMENDATION

that Municipal Council conduct Second Reading of the By-law repealing the Land-Leased Community By-law, as presented in Appendix D of this staff report, and hereby adopts the document.

BACKGROUND

As directed by Council and pursuant to the *Municipal Government Act*, staff has conducted public consultation.

Newspaper ad. A newspaper advertisement was circulated on October 2, 2019, as shown on Appendix A. Public had a chance to review the proposed by-law and supplementary documents for two weeks.

Stakeholder consultation. Staff contacted the following stakeholders:

- Landowners
 - Victoria Ridge (Wileville, NS)
 - Fraser (Dayspring, NS)
 - Nauss Court (Centre, NS)
- Non-Governmental Organizations
 - South Shore Housing Action Coalition (Bridgewater, NS)
 - Manufactured Housing Association of Atlantic Canada (Moncton, NB)
- Home Manufacturers

- The Home Centre (Bridgewater, NS)
- T&C Homes (Bridgewater, NS)

The following stakeholders provided feedback:

- The Home Centre
 - In-person Meeting on September 27
 - Official letter on September 27 (Appendix B)
- Manufactured Housing Association of Atlantic Canada
 - Committee Meeting on October 9
 - Official letter on October 9 (Appendix C)
- Victoria Ridge
 - In-person Meeting on October 3
- T&C Homes
 - Acknowledgement of receipt on September 24

DISCUSSION

All stakeholders, whom staff corresponded with, were in favour of repealing the Land-Leased Community By-law and willing to provide staff with their letters of support.

In general, stakeholders agreed that the By-law is hindering the development of land-leased communities within the Municipality. They suggested that repealing the by-law is a good step moving forward, and they may also be suggesting similar actions from other municipalities as well.

ALTERNATIVES

Council may choose not to adopt the repealing by-law, as shown on Appendix D, and direct staff to conduct more investigation or public consultation.

ATTACHMENT

Appendix A: Newspaper Ad No. 174902

Appendix B: Written Submission, The Home Centre

Appendix C: Written Submission, Manufactured Housing Association of Atlantic Canada

Appendix D: A By-law Repealing the Land-Leased Community By-law

Department: Planning & Development Services

Directory: 66320-35

Prepared by: Byung Jun Kang, Planner

Date: 2019.10.15

Approved by: Jeff Merrill, Director of Planning & Development

Date: 2019.10.15



MUNICIPALITY OF THE DISTRICT OF LUNENBURG

NOTICE OF INTENTION

A By-law to Repeal the Land-Leased Community By-law

Please take notice that on September 24, 2019, Municipal Council gave its notice of intention to repeal the Land-Leased Community By-law. Council will consider second and final reading on October 22, 2019 at 9:00 a.m. in the Council Chamber at 210 Aberdeen Road, Bridgewater, Nova Scotia.

This By-law repeals the existing Land-Leased Community By-law. The purpose of Land-Leased Community By-law was to ensure public health and safety from high density development in a rural area; therefore, higher standards on infrastructures are imposed in such communities.

While the intention was to promote affordable housing by allowing higher density, those wanting to use manufactured homes as a cheaper alternative to site-built homes were also restricted. The By-law also fails to reflect the current real estate market, as no application was received since 1977. Council intends to repeal the Land-Leased Community By-law as it is not meeting its intention.

Council requests that those wishing to provide feedback on Council's intention to repeal the Land-Leased Community By-law submit written comments before Tuesday at 9:00 a.m. on October 15, 2019 to Ms. Sherry Conrad, Municipal Clerk, 210 Aberdeen Road, Bridgewater, NS, B4V 4G8 or by email at planning@modl.ca.

Copies of the proposed by-law and supplementary documents are available at the Municipal Office at 210 Aberdeen Road, Bridgewater, NS, during normal office hours between 8:30 a.m. and 4:30 p.m., or found online at <https://www.modl.ca/latest-news/>. For further information, please contact Planning & Development Services at (902) 541-1325, or email at planning@modl.ca.

Sherry Conrad, Municipal Clerk



- JAYLYNN ENTERPRISES LIMITED
- LAHAVE HEIGHTS II

245 North Street, Bridgewater, NS B4V 2V7
Phone: (902) 543-4697 Fax: (902) 543-7668

September 27 2019

To: Byung Jun Kang, Planner

Planning & Development Services

Municipality of the District of Lunenburg

[210 Aberdeen Road | Bridgewater, NS | B4V 4G8](#)

RE: The Repeal the Land-Leased Community By-law (2001)

Dear Mr. Kang,

It was a pleasure to meet with you this morning. Jay and I wish to thank you for seeking our input.

We are in complete agreement with the proposal. Manufactured Homes have evolved into an excepted mainstream source of housing and in many areas have become the housing of preference.

Again, thank you for taking to meet and if we can be of any help or supply any information, it would be our pleasure.

Regards,

R.J. (Bob) Richards

Senior Adviser

The Home Centre Group of Companies

CC: Jay Richards & John Murphy



October 9, 2019

Municipality of the District of Lunenburg
210 Aberdeen Road
Bridgewater, NS
B4V 4G8

Dear Byung Jun Kang,

We would like to take this opportunity to thank you for reaching out to us on PL 190052 Land-Leased Community By-Law Review. The Land Leased Committee met on October 9th to discuss the documentation that was sent to us. The consensus is that we are very much in agreement and support the municipality's decision to repeal the Land-Leased Community By-law. Manufactured Housing Products are becoming mainstream options as they meet and exceed the building code standards. Our products are becoming a preferred choice by home buyers for a number of reasons. We feel this is a good step forward for our Industry and we would like to see other municipalities to follow suit.

We are available at any time to discuss any matters that pertain to our industry and welcome the discussions to continue.

Thank you again for your time,

John Murphy and Shelly Johnson

Regards,

John Murphy
President

And

Shelly Johnson
MHAAC Representative

PO Box 25147
RPO Mountain Road
Moncton, NB
E1C 9M9
Tel: 506.854.1929 Toll Free: 1-888.341.4663
office@mhaac.ca

DRAFT

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

A By-law Respecting the Repeal of the Land-Leased Community By-law

Be It Enacted by the Council of the Municipality of the District of Lunenburg that the Land-Leased Community By-law adopted on April 17, 2001 is hereby repealed.

Municipal Clerks Annotation for Official By-law Book

Date of First Reading:	September 24, 2019
Date of Advertisement – Notice of Intention:	October 2, 2019
Date of Second Reading:	October 22, 2019 (tentative)
Date of Advertisement of Passage of By-law*:	October 30, 2019 (tentative)

I certify that the “**By-law Respecting the Repeal of the Land-Leased Community By-law**” was approved as indicated above.

Municipal Clerk

Date

***Effective Date of the By-law unless otherwise specified in the By-law**

From: Eric Hustvedt <Eric.Hustvedt@modl.ca>
Sent: October 17, 2019 11:11 AM
To: Alex Dumaresq <Alex.Dumaresq@modl.ca>
Subject: 2nd draft - Postal code confusion in United Communities - Chance to sort it out

Hello,

The villages in the United Communities have a chance to be assigned civic addressing as part of an upcoming Canada Post initiative planned for the area that includes Blue Rocks.

Such a change would eliminate years of confusion for individuals, businesses and organizations based on the fact that Voglers Cove, Cherry Hill and Broad Cove are in Lunenburg County but share only one -- Queens County -- address: "RR #2 Mill Village." With civic addressing, residents in the area would have unique -- or very local six character addresses now common in most places: e.g. B4V 2W8.

Since other services take their cue from Canada Post addresses, this situation has not only caused problems with postal delivery but adversely affects a range of other aspects of life as well, including private parcel delivery, visiting friends and relatives, GPS and even the delivery of voter identification cards.

A Canada Post official in correspondence with Phyllis Price has explained the initiative in the Blue Rocks is already being planned. To include the United Communities:

To proceed further, all I would need would be a quick letter from MODL (ideally) or even something official from Councillor Hustvedt on letterhead would help.

Therefore, I am looking to Council for a motion of support to include Lunenburg County addresses currently "RR #2 Mill Village" in the currently planned Canada Post initiative that includes Blue Rocks.

Respectfully submitted,
Eric Hustvedt, Councillor for District #1

On Oct 8, 2019, at 9:26 AM, SCHEMBRI, Sandy [REDACTED] wrote:

Hi Phyllis,

Apologies for the delayed response. It's been a busy few weeks the federal election campaign kicking off and I've also been doing some business travel.

So unfortunately I don't have great news for you. The Delivery Services Officer responsible for the project provided me with inaccurate data, based on some confusion or misinformation about the address. Apparently and coincidentally, your identical address also exists in Blue Rocks, and it is that part of Lunenburg County that is been civic addresses as part of this project.

However, as I understand it, the Delivery Services Officer for individual projects has at least some discretion in what data is included in each project implementation. Therefore, it is possible that I could advocate for the community of Broad Cove being included in this project, or in another project to immediately follow.

To proceed further, all I would need would be a quick letter from MODL (ideally) or even something official from Councillor Hustvedt on letterhead would help.

Also, as an interim measure, as I recall you mentioning difficulty receiving online shipments, please let me know if you would like information on our flex delivery program or any additional service options we could implement to alleviate some of these challenges in the meantime.

And once again, my apologies for the miscommunication.

Cheers,

Sandy Schembri
Manager, Government and Community Affairs (Atlantic)
Canada Post

[REDACTED]
[REDACTED]
[REDACTED]

<image001.png>

Eric Hustvedt, Councillor for District #1
The Municipality of the District of Lunenburg



October 16, 2019

Sandy Schembri

Manager, Government and Community Affairs (Atlantic)
Canada Post

Dear Mr. Schembri,

Re:

The Need for Civic Addressing in a Lunenburg County Fire District with a Queens County postal address

How are you?

This letter is in support of any initiative that Canada Post can take in the near future to solve a long-standing postal delivery situation with community implications beyond postal delivery itself.

I have for eleven years represented the Lunenburg County communities of Voglers Cove, Cherry Hill and Broad Cove (which comprise the United Communities Fire District). In that time, I have been made aware of the ongoing frustrations of individuals, businesses and organizations caused by the fact all their addresses are "RR # Mill Village" – a general Queens County address.

Since other services take their cue from Canada Post addresses, this situation has not only caused problems with postal delivery but adversely affects a range of other aspects of life as well, including private parcel delivery, visiting friends and relatives, GPS and even the delivery of voter identification cards.

Please let me know if there is any further information that would be helpful for me to provide.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "E. O. Hustvedt".

E. O. Hustvedt, Councillor

RR #2, Mill Village, NS B0J 2H0

[18 The Lane, Broad Cove, NS]