

Municipal Council Meeting AGENDA

Tuesday, February 9, 2021 – 9:00 a.m.

Via Audio and Video Conferencing

1. CALL TO ORDER

1.1 Mi'kma'ki Territorial Acknowledgement

2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION

3. APPROVAL OF AGENDA (as circulated)

4. APPROVAL OF MINUTES – January 26, 2021

5. BUSINESS ARISING FROM MINUTES

6. AWARDING OF TENDERS/RFPs (Nil)

7. PRESENTATIONS/SCHEDULED TIMES

7.1 United Way, Michael Graves, Coordinator 9:15 a.m. 1-12

7.2 2021/2022 LCLC Capital Budget, Kent Walsh, General Manager 10:15 a.m. 13-24

8. CONSIDERATION OF CORRESPONDENCE (Nil)

9. RECOMMENDATIONS FROM COMMITTEES & BOARDS

9.1 Finance Committee

9.1.1 Region 6 – 2021/2022 Budget..... (25) 26-42

9.1.2 2021/2022 Area Rates: Streetlights, Hydrants, Sewers (25) 43-45

9.2 Lunenburg County Multi-purpose Centre Corporation Board

9.2.1 2021/2022 LCLC Capital Budget..... 46

9.3 Police Advisory Board

9.3.1 Nova Scotia Association of Police Governance Membership Fee..... 47

9.3.2 Membership to Nova Scotia Association of Police Governance 47

9.3.3 Purchase of Speed Radar Signs 47

9.4 Nominating Committee

9.4.1 Provincial Volunteer Representative Nomination – Jon Allen 48

9.4.2 Removal of Council Representative on Planning Advisory Committee 49

10. STAFF REPORTS

10.1 Administration Department

10.1.1 Approval of Lunenburg County Accessibility Plan..... 50-74

10.2 Planning Department

10.2.1 MODL 2040 – Student Staffing..... 75-77

11. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS

- 11.1 MJSB Update
- 11.2 Lunenburg County Senior Safety Planning Partnership Society (W. Oickle)
- 11.3 New Germany Trail Bridge (C. Moore) 78
- 11.4 Deputy Mayor’s Update
- 11.5 Mayor’s Update

12. ADDED ITEMS

13. IN CAMERA (Nil)

14. ADJOURNMENT

Who we are

The United Way is a volunteer driven organization that improves lives and builds community by engaging individuals and mobilizing collective action.

Community Based Support

The United Way is powered by 75 + volunteers.

Board + Citizens Review Panel + Workplaces + Programs



What we do

We raise money in the local community and reinvest that money into local programs.

We help people from all walks of life; kids, youth, families, women, seniors, people living in and on the edge of poverty.

And we do this in partnership with over 30 community groups and organizations.



Community Issues

People Living with Low Income Using Low Income Measure. (LIM-AT) 2015

24,863 population

- County Low-income Rate 18.8% = 8,670 people (17.1% 4,230)
- Child Low-income Rate
 - (0 – 17 yrs.) 23.2% = 1,655 kids (19.8% 745)
 - (0 – 5 yrs.) 27 % = 580 kids (22 % 240)
- Senior Low-income Rate 21% = 2,445 seniors (21.1% 1,245)

Lone Parent Families 2016

There are 2,035 lone parent families living in Lunenburg County (8.6% 950)

- 1,580 female and 455 male households
- 690 female and 260 male households



Community Issues

Households - County (2016)

- Total Households 21,440
- Households spending more than 30% on shelter costs is 18.4%
 - 42% of renters and 12.9% of homeowners

Households – Lunenburg Municipality (2016) SSHAC Housing Report

- Total Households 11,010
- Households spending more than 30% on shelter costs is 13.7%
 - 33.2% of renters and 11.4% of homeowners
- 24% of households in MoDL are one person households. (2,640)



People in our community are having problems meeting their basic day to day needs.



Since 2006 the United Way of Lunenburg County **has invested \$1,802,436** in numerous Lunenburg County community organizations and projects.

This total does not include donor's choice/ designations.

The breakdown by focus area is as follows;

All That Kids Can Be	\$1,025,401
From Poverty to Possibility	\$214,135
Healthy People Strong Communities	\$456,238



Our top 12 funded programs represent 64.5% of total funding

YMCA Youth Programs	\$202,450	Since 2009
St Vincent de Paul	\$175,100	Since 2006
Big Brothers Big Sisters	\$164,138	Since 2006
Better Together Family Resource Ctr.	\$126,260	Since 2006
PRO Kids MoDL	\$110,830	Since 2010
Second Story Women's Ctr. Girl Talk	\$69,068	Since 2008
Chester PRO Kids	\$60,440	Since 2007
Chester Community Wheels	\$57,400	Since 2007
Harbour House	\$53,917	Since 2006
Hinchinbrook Farm	\$50,890	Since 2011
Senior Safety Coordinator	\$47,180	Since 2014
Bridgewater PRO Kids	\$45,040	Since 2011

Our Locally Funded Partners & Programs

Funded programs that will assist residents of

LUNENBURG COUNTY

Includes the Towns of Bridgewater, Lunenburg, Mahone Bay, The Municipalities of Chester and Lunenburg

211 Information and Referral ⁽²¹¹⁾

Adult Learning Network – Literacy & Skill Building

Back in the Game Free Skates to Borrow at the LCLC

Back in the Game FREE LCLC Swimming and Skating Passes for Financially Stressed Families

Big Brothers Big Sisters In School Mentoring

Big Brothers Big Sisters Kids and Kops Summer Day Camps (2)

“Bikes for Kids” – 450 FREE bikes distributed to date

Coats for Kids - Teens and Adults Too

Free iPhones and Laptops for Vulnerable People

Free iPhones for Nursing Home Music Therapy Programs

Free Recreational Passes for Individuals Living with Low Income and Mental Health Issues

Girl Talk Summer Day Camps (7) offered by Second Story Women's Centre

Hinchinbrook Farm Volunteer Training

Plow it Forward – Rake it Forward – Mow it Forward - Stack it Forward Campaign

Sexual Health Centre Youth Outreach

St. Vincent de Paul Community Outreach

South Shore Safe Communities Senior Safety Coordinator

YMCA Friday Night Youth Zone

YMCA King Street Youth Centre



We also operate 10 programs that help vulnerable and low income people in our community.

WHAT DOES LOCAL LOVE LOOK LIKE?

United Way Lunenburg County is a volunteer driven organization with two roles. One is to motivate donors and raise money to provide the financial resources needed to affect change in our community. The other is to seek out organizations and help create the dynamics and partnerships that will affect positive social change right here in Lunenburg County.

Here are some of the projects your generous donations have made possible:



LOCAL GIVING. LOCAL RESULTS.

Michael Graves, Coordinator
office@lunenburgcounty.unitedway.ca
www.lunenburgcounty.unitedway.ca



Then along came COVID-19 and everything changed.

Many local programs were stopped or were provided with reduced service with social distancing protocols in place.



Working with multiple local partners funds were distributed to address the following issues exacerbated by the COVID-19 pandemic.

\$352,080.00 was invested in 67 local programs. Top 6 funded categories.

- Food Insecurity	\$163,849	46.5%
(YMCA and School Plus cooking programs, VON Frozen Favourites (free meals and subsidy), Souls Harbour, Our Health Centre		
- Homelessness	\$45,298	13%
(Freeman House Emergency Housing Support)		
- Seniors	\$40,504	11%
(Senior Safety Coordinator, VON, Call and Care, Senior Wheels, Nursing Homes.		



Working with multiple local partners funds were distributed to address the following issues exacerbated by the COVID-19 pandemic.

\$352,080.00 was invested in 67 local programs. Top 6 funded categories.

- Women	\$35,736	10%
(Second Story Women's Centre, Harbour House)		
- Youth	\$20,984	6%
(YMCA, Schools Plus, Big Brothers Big Sisters, Better Together Family Support Centre)		
- Families	\$19,164	5.5%
(Better Together Family Support Centre, Y-Reach, Schools Plus, Autism NS,		



Orientation 2020



Facility Vision

- ▶ *“The LCLC is the platform for inclusive sport, recreation and cultural activities and is recognized as a leader for the health and economic success of our region!”*



Arena

- ▶ South Shore Minor Hockey
- ▶ Bridgewater Skating Club
- ▶ Jr. A Lumberjacks (tenant)
- ▶ U18 Mustangs (tenant)
- ▶ Parkview Men's and Women's Hockey
- ▶ Para Hockey
- ▶ Adult Hockey
- ▶ Public Skating
- ▶ Development Camps
- ▶ Tournaments



Aquatics Centre

- ▶ Swim Lessons
- ▶ Elderfit / Aquafit
- ▶ Public Swimming/ Member swims
- ▶ Autism Swim
- ▶ Barracuda/ Dambusters
- ▶ Tri Club
- ▶ Multisport (MODL)
- ▶ Staff lakes for MODL programing
- ▶ Special Olympics
- ▶ School Swim (special needs students)



Active Living Studio and Meeting Rooms

- ▶ Yoga
- ▶ Fitness Classes
- ▶ Dance Classes
- ▶ Zumba
- ▶ Kids Programing
- ▶ Day Camps
- ▶ Senior's programing
- ▶ First aid
- ▶ Property Valuation Services



Special Events

- ▶ Canadian Tire Para Hockey Cup (Hockey Canada International Championship 2016 & 2021)
- ▶ Esso Cup (Hockey Canada, Womens U18 Championship)
- ▶ Under 55 Games
- ▶ Concerts: Kenny Rogers, Tanya Tucker, Tim Hicks, Washboard Union
 - ▶ Atlantic Venue Partners (opportunity)
- ▶ Home Shows
- ▶ Graduation Ceremonies

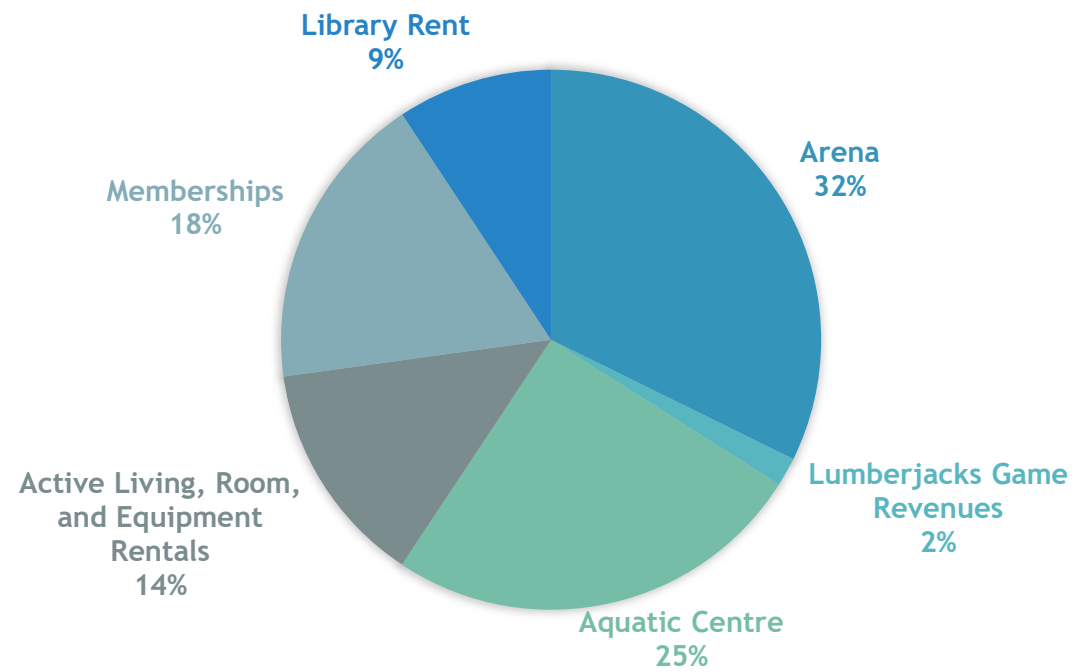


Opportunities

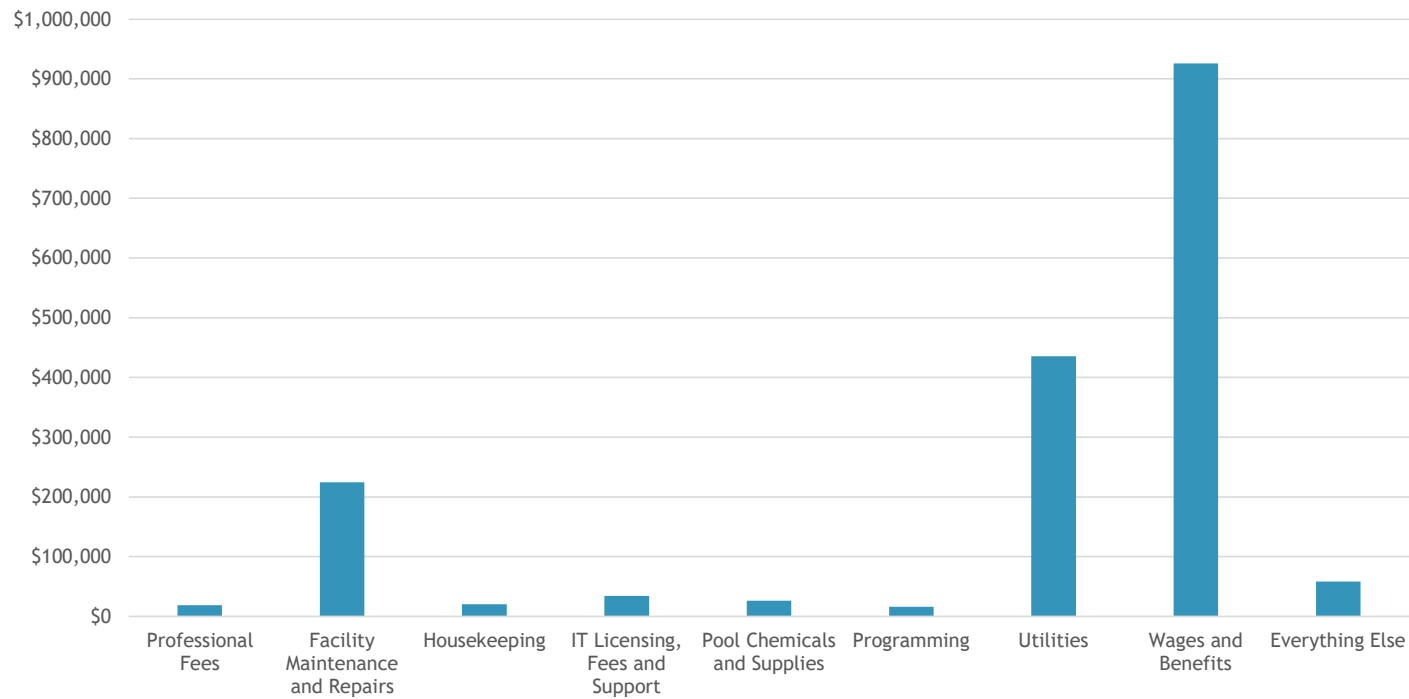
- ▶ Increase program offering
- ▶ Increase special events
- ▶ Outdoor programing
- ▶ Gear to lend (skateboard, snowshoes, bikes)
- ▶ Day Camp offering
- ▶ Collaborate with Rec Departments



Revenue



Expenses



QUESTIONS?



LCLC Capital Budget 2021-22			
ECM B01: Ground Loop Fluid Replacement and Isolation	\$66,000.00		
ECM B02: Ice Plant Optimization and Hot Water Storage Tank	\$200,000.00		
ECM B03: Heating Loops Piping Modifications and Merging	\$186,800.00		
ECM B04: AHU Coils Fluid Replacement and Isolation	\$80,000.00		
ECM B05: High Grade Heat Pump for DHW and Therapy Pool	\$170,000.00		
ECM C01: BAS Optimization and Analytics	\$40,000.00		
Design and Engeneering	\$93,800.00		
Total Phase 1		\$836,600	
Rink Dehumidification Upgrade	\$600,000.00		
Design and Engeneering	\$90,000.00		
Total Phase 2		\$690,000	
Wifi Upgrade		\$50,000	
Website Redesign		\$10,000	
Total Capital Expenses		\$1,586,600	
Capital Budget Carry Over 2020-21			\$751,000
Capital Budget 2021-2022			\$835,600
TOB Contribution			\$417,800
MODL Contribution			\$417,800

Municipality of the District of Lunenburg

10 Allée Champlain Drive, Cookville, Nova Scotia, Canada, B4V 9E4

Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca



February 2, 2021

Council

Item: #9.1

Date: February 9, 2021

Authorization: T. MacEwan

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, February 2, 2021, made the following
recommendation to Council:

1. That Municipal Council approve the Region 6 2021/2022 Budget with the Municipality of the District of Lunenburg's share of the budget being \$19,870.00.
2. That Municipal Council approve:
 - The 2021/22 Fire Hydrant Rate at \$0.1684 per \$100 of Assessment
 - The 2021/22 Street Light Rates as presented
 - The 2021/22 Sewer Rates at \$0.43/\$100 assessment Global Rate and \$0.25/\$100 assessment Hebbville Rate.

Respectfully submitted,

Chairman and Members
Finance Committee

/rh

Attachments



Council

Item: #9.1.1

Date: February 9, 2021

Authorization: T. MacEwan

BUDGET 2021-22

CHRISTINE MCCLARE

REGIONAL COORDINATOR

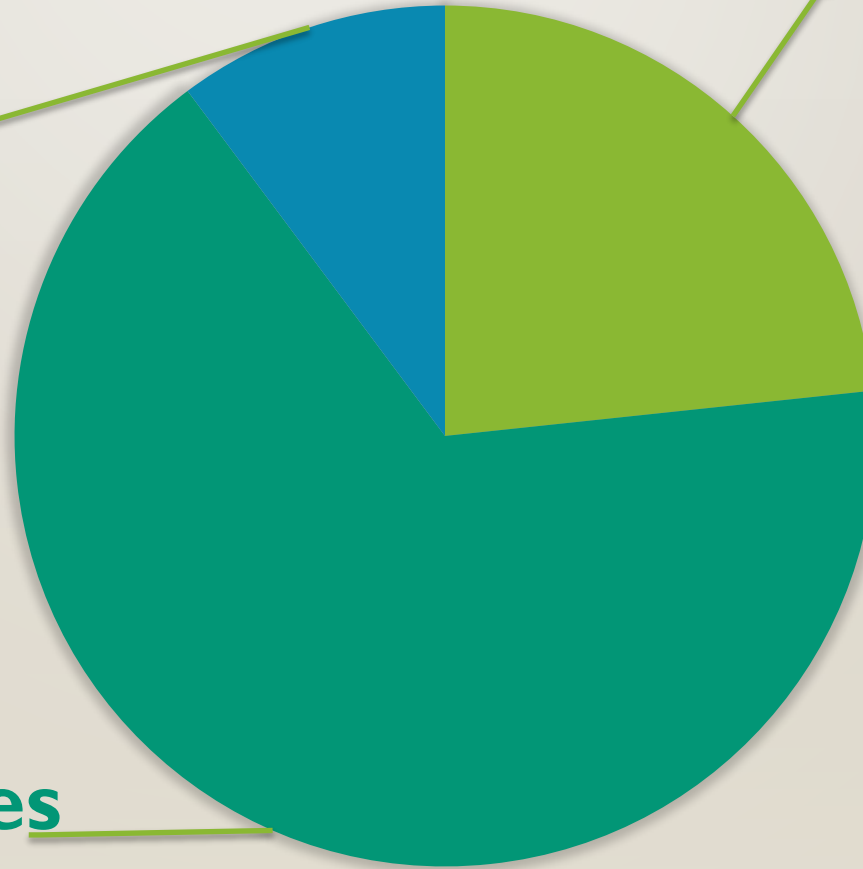
BUDGET 2021-22

EXPENSE SUMMARY	2020-21 Projection	2020-21 Budget	2021-22 Budget
Operations	\$131,509	\$124,192	\$124,901
Education	\$85,981	\$86,955	\$92,004
Payments to units	\$701,400	\$622,125	\$696,925

REVENUE

**Municipal
Contribution
10%**

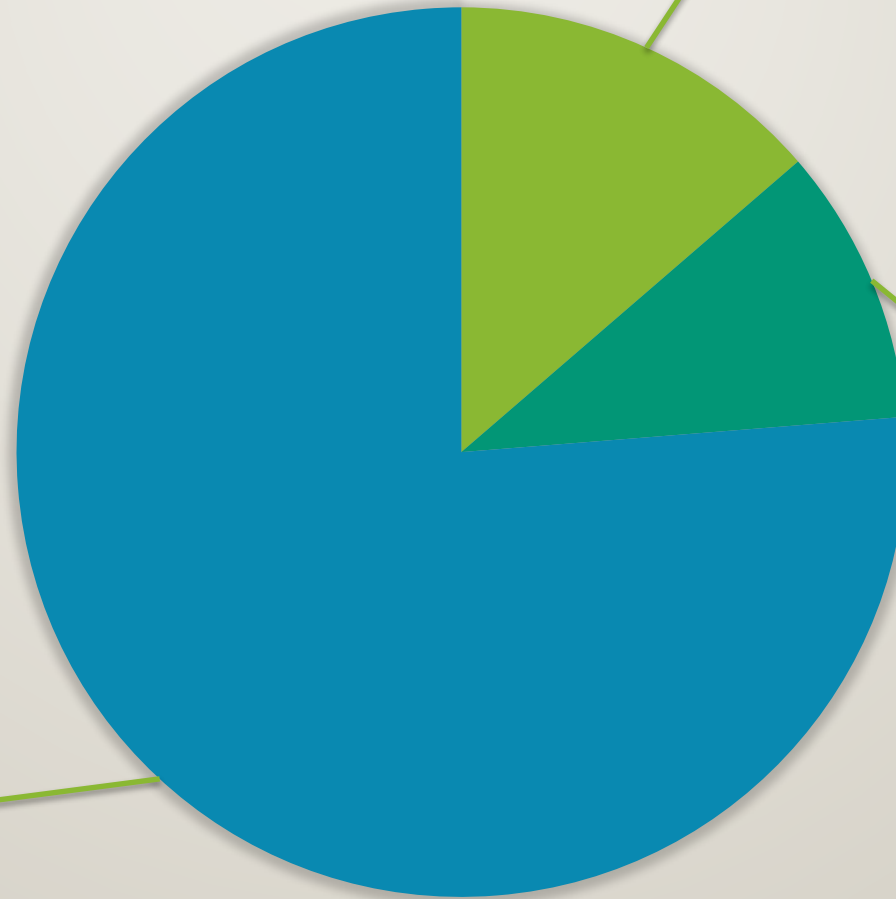
**Contracts/Service
Agreement
23%**



**Stewardship/Incentives
67%**

EXPENSES

Payments to units
76%



Operations
14%

Education
10%

REVENUE	2020-21 Projection	2020-21 Budget	2021-22 Budget
CONTRACTS/SERVICE AGREEMENTS			
Education Contract ¹	80,392	70,163	80,392
Coordinator Agreement	43,286	43,286	43,286
Enforcement Contract	89,425	89,425	89,425
Services	3,000	3,000	0
Sub-total	\$ 216,103	\$ 205,874	\$ 213,103
STEWARDSHIP/INCENTIVES			
Dairy Stewardship	99,256	87,000	87,000
Diversion ²	432,219	365,200	440,000
Municipal Approved Programs	80,500	80,500	80,500
Interest		0	0
Sub-total	\$ 611,975	\$ 532,700	\$ 607,500
MUNICIPAL CONTRIBUTION			
Municipal Billing ³	94,699	94,699	93,227
Sub-total	\$ 94,699	\$ 94,699	\$ 93,227
TOTAL	\$ 922,777 ³⁰	\$ 833,273	\$ 913,830

REVENUE	2020-21 Projection	2020-21 Budget	2021-22 Budget
CONTRACTS/SERVICE AGREEMENTS			
Education Contract ¹	80,392	70,163	80,392
Coordinator Agreement	43,286	43,286	43,286
Enforcement Contract	89,425	89,425	89,425
Services	3,000	3,000	0
Sub-total	\$ 216,103	\$ 205,874	\$ 213,103
STEWARDSHIP/INCENTIVES			
Dairy Stewardship	99,256	87,000	87,000
Diversion ²	432,219	365,200	440,000
Municipal Approved Programs	80,500	80,500	80,500
Interest		0	0
Sub-total	\$ 611,975	\$ 532,700	\$ 607,500
MUNICIPAL CONTRIBUTION			
Municipal Billing ³	94,699	94,699	93,227
Sub-total	\$ 94,699	\$ 94,699	\$ 93,227
TOTAL	³¹ \$ 922,777	\$ 833,273	\$ 913,830

REVENUE	2020-21 Projection	2020-21 Budget	2021-22 Budget
CONTRACTS/SERVICE AGREEMENTS			
Education Contract ¹	80,392	70,163	80,392
Coordinator Agreement	43,286	43,286	43,286
Enforcement Contract	89,425	89,425	89,425
Services	3,000	3,000	0
Sub-total	\$ 216,103	\$ 205,874	\$ 213,103
STEWARDSHIP/INCENTIVES			
Dairy Stewardship	99,256	87,000	87,000
Diversion ²	extra \$67k expected > 432,219	365,200	440,000
Municipal Approved Programs	80,500	80,500	80,500
Interest		0	0
Sub-total	\$ 611,975	\$ 532,700	\$ 607,500
MUNICIPAL CONTRIBUTION			
Municipal Billing ³	94,699	94,699	93,227
Sub-total	\$ 94,699	\$ 94,699	\$ 93,227
TOTAL	\$ 922,777 ³²	\$ 833,273	\$ 913,830

REVENUE	2020-21 Projection	2020-21 Budget	2021-22 Budget
CONTRACTS/SERVICE AGREEMENTS			
Education Contract ¹	80,392	70,163	80,392
Coordinator Agreement	43,286	43,286	43,286
Enforcement Contract	89,425	89,425	89,425
Services	3,000	3,000	0
Sub-total	\$ 216,103	\$ 205,874	\$ 213,103
STEWARDSHIP/INCENTIVES			
Dairy Stewardship	99,256	87,000	87,000
Diversion ²	432,219	365,200	440,000
Municipal Approved Programs	80,500	80,500	80,500
Interest		0	0
Sub-total	\$ 611,975	\$ 532,700	\$ 607,500
MUNICIPAL CONTRIBUTION			
Municipal Billing ³	94,699	94,699	93,227
Sub-total	\$ 94,699	\$ 94,699	\$ 93,227
TOTAL	\$ 922,777 ³³	\$ 833,273	\$ 913,830

EXPENSES	2020-21 Projection	2020-21 Budget	2021-22 Estimates
OPERATING EXPENSE			
Admin Salaries and Benefits ⁴	87,307	77,782	75,327
Administration (host)	9,390	9,390	9,390
Travel	1,000	5,500	5,500
Training and conference	1,600	2,040	2,040
Office Rental	9,398	9,540	9,978
Office supplies/computer/advertising ^{4,5}	10,112	7,600	9,400
Insurance	3,364	3,100	3,400
Legal	1,000	1,000	1,000
Auditor	8,239	8,240	8, 866
Sub-total	\$ 131,509	\$ 124,192	\$ 124,901
EDUCATION			
Education salaries and benefits	61,681	60,255	62,804
Education travel	10,500	10,500	10,500
Program materials & advertising ⁵	3,000	4,200	6,700
R6RECYCLES	10,800	12,000	12,000
Sub-total	\$ 85,981	\$ 86,955	\$ 92,004

EXPENSES	2020-21 Projection	2020-21 Budget	2021-22 Estimates
OPERATING EXPENSE			
Admin Salaries and Benefits ⁴	87,307	77,782	75,327
Administration (host)	9,390	9,390	9,390
Travel	1,000	5,500	5,500
Training and conference	1,600	2,040	2,040
Office Rental	9,398	9,540	9,978
Office supplies/computer/advertising ^{4,5}	10,112	7,600	9,400
Insurance	3,364	3,100	3,400
Legal	1,000	1,000	1,000
Auditor	8,239	8,240	8, 866
Sub-total	\$ 131,509	\$ 124,192	\$ 124,901
EDUCATION			
Education salaries and benefits	61,681	60,255	62,804
Education travel	10,500	10,500	10,500
Program materials & advertising ⁵	3,000	4,200	6,700
R6RECYCLES	10,800	12,000	12,000
Sub-total	\$ 85,981	\$ 86,955	\$ 92,004

EXPENSES	2020-21 Projection	2020-21 Budget	2021-22 Estimates
OPERATING EXPENSE			
Admin Salaries and Benefits ⁴	87,307	77,782	75,327
Administration (host)	9,390	9,390	9,390
Travel	1,000	5,500	5,500
Training and conference	1,600	2,040	2,040
Office Rental	9,398	9,540	9,978
Office supplies/computer/advertising ^{4,5}	10,112	7,600	9,400
Insurance	3,364	3,100	3,400
Legal	1,000	1,000	1,000
Auditor	8,239	8,240	8,866
Sub-total	\$ 131,509	\$ 124,192	\$ 124,901
EDUCATION			
Education salaries and benefits	61,681	60,255	62,804
Education travel	10,500	10,500	10,500
Program materials & advertising ⁵	3,000	4,200	6,700
R6RECYCLES	10,800	12,000	12,000
Sub-total	\$ 85,981	\$ 86,955	\$ 92,004

EXPENSES (cont'd)	2020-21 Projection	2020-21 Budget	2021-22 Budget
PAYMENTS TO UNITS			
Enforcement Contract	89,425	89,425	89,425
Dairy Agreement	99,256	87,000	87,000
Diversion ²	432,219	365,200	440,000
Municipal Approved Program	80,500	80,500	80,500
Sub-total	\$ 701,400	\$ 622,125	\$ 696,925
TOTAL Expenses	\$ 918,890	\$ 833,273	\$ 913,830

INTER-MUNICIPAL RESERVES SCHEDULE

	F2021 Projection	Approved Expenses	Program amount remaining
Public bins Program 2021	5,400	30,000	24,600

TABLE I:**Municipal billing: (pending budget approval)**

Municipal area serviced:	Pop'n	% of Region	2021-22 Budget
Shelburne Shared Services	6,562	7.25%	\$ 5,244
Town of Bridgewater	8,532	9.43%	\$ 6,818
Town of Mahone Bay	1,036	1.15%	\$ 828
Municipality of Lunenburg	24,863	27.49%	\$ 19,870
Municipality of Barrington	6,646	7.35%	\$ 5,311
Town of Clark's Harbour	758	0.84%	\$ 606
Municipality of Chester	10,432	11.53%	\$ 8,337
Town of Lunenburg	2,263	2.50%	\$ 1,809
Municipality of West Hants	19,016	21.02%	\$ 15,197
Region of Queens Municipality	10,351	11.44%	\$ 8,272
Total	90,459	100.00%	* \$ 72,292

\$93,227 Municipal billing reduced by 39 20,935 audited surplus from last year

TABLE I:**Municipal billing: (pending budget approval)**

Municipal area serviced:	Pop'n	% of Region	2021-22 Budget
Shelburne Shared Services	6,562	7.25%	\$ 5,244
Town of Bridgewater	8,532	9.43%	\$ 6,818
Town of Mahone Bay	1,036	1.15%	\$ 828
Municipality of Lunenburg	24,863	27.49%	\$ 19,870
Municipality of Barrington	6,646	7.35%	\$ 5,311
Town of Clark's Harbour	758	0.84%	\$ 606
Municipality of Chester	10,432	11.53%	\$ 8,337
Town of Lunenburg	2,263	2.50%	\$ 1,809
Municipality of West Hants	19,016	21.02%	\$ 15,197
Region of Queens Municipality	10,351	11.44%	\$ 8,272
Total	90,459	100.00%	* \$ 72,292

\$93,227 Municipal billing reduced by 20,935 audited surplus from last year

FUNDING PROGRAM		2019-2020
	Region 6 total	Per capita (calculated)
MUNICIPAL APPROVED PROGRAMS	91,493	
ENFORCEMENT	89,425	
PAINT/HHW PROGRAM	20,652	
DIVERSION CREDITS *	383,636	
DAIRY STEWARDSHIP	94,060	
Sub-Total	\$ 679,266	~ 7.51 per capita
<i>In-kind</i>		
EDUCATION	70,163	
ADMINISTRATION/LIAISON	124,192	
Sub-Total	\$ 194,355	~ 2.15 per capita
TOTAL	\$ 873,621	~ 9.66 per capita

THANK YOU!

**Christine McClare
& Valda Walsh**

Regional Coordinator

902-624-1339

902-790-6834

Christine.McClare@Region6SWM.ca



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Municipal Council
SUBMITTED BY: Elana Wentzell, CPA, CMA
DATE: February 2, 2021
RE: 2020/21 Proposed Area Rates: Streetlights, Hydrants, Sewers

RECOMMENDATION

It is recommended that the Finance Committee recommend Municipal Council approve:

- The 2021/22 Fire Hydrant Rate at \$0.1684 per \$100 of Assessment
- The 2021/22 Street Light Rates as presented
- The 2021/22 Sewer Rates at \$0.43/\$100 assessment Global rate and \$0.25/\$100 assessment Hebbville rate.

EXECUTIVE SUMMARY

Enclosed please find proposed budgets for Street Lights, Fire Hydrants and Sewer Rates for the fiscal year 2021/22.

The Street Light and Hydrant rates are calculated based on the prior years' revenues collected against actual costs taking into consideration the current year's property assessment and any estimated cumulative overage and shortages in the accounts.

Sewer rates were set in December 2019 based on a 5-year sewer rate review. 2021/22 marks Year 2 of 5 for these approved rates.

DISCUSSION

As part of the budget process, area rates are required to be approved by Council. Street Light and Hydrant rates can be easily forecasted based on the nature of the revenues and expenditures. Revenues have been billed and most expenditures have been recorded. The revenues and expenditures for these rates are analyzed by the Accounting Manager and a running total of the account balance is kept. Any surpluses or deficits from a prior year are rolled into the next year to be recovered through the area rate.

The street light rates are detailed on the attached schedule for your information. These rates vary slightly from year to year.

The hydrant rates are increasing 24% based on three factors: the billing amount has increased 7% as two hydrants have been added (30 vs 28 in the prior year), a prior year adjustment billed in the current year by the Town of Bridgewater resulted in the additional 3.6% increase and 13.41% for the prior year deficit in the account.

Sewer rates are billed in two categories: The General rate and the Hebbville rate. The approved 5-year rates are \$0.43/\$100 assessment Global rate and \$0.25/\$100 assessment Hebbville rate. As per past practice in the budget process, Council is asked to approve the sewer rates annually.

BUDGET IMPLICATIONS

Once Council approves the rates, they will be used to calculate the revenue budgets for 2021/22.

ALTERNATIVES

The rates presented follow the policies and procedures for setting area rates.

CONCLUSION

Staff recommend Council approve the rates as presented.

Department:

Report Prepared By: Elana Wentzell

Date: 2021-01-25

Report Approved By:

Date:

Reviewed By CAO:

Date:

**Municipality of the District of Lunenburg
Area Rates 2021/22 Draft Budget**

STREET LIGHT RATES	Approved 2020-21	Proposed 2021-22
Rates per \$100 of assessment		
Riverport	\$ 0.027	\$ 0.026
Dayspring	\$ 0.066	\$ 0.068
New Germany	\$ 0.039	\$ 0.039
Catidian Place	\$ 0.012	\$ 0.012
Pine Haven Subdivision	\$ 0.038	\$ 0.038

Flat Rates Per Property		
Barss Corner	\$ 47.99	\$ 48.62
Vogler's Cove, Broad Cove & Cherry Hill	\$ 47.12	\$ 47.49
Chelsea	\$ 83.45	\$ 86.11
Pine Grove	\$ 49.83	\$ 50.46
Oakhill acres	\$ 31.73	\$ 32.14
Little Tancook	\$ 31.27	\$ 31.62
Whitley & Jenny	\$ 29.74	\$ 23.78
Westside Drive	\$ 126.62	\$ 117.52

FIRE HYDRANT RATES	Approved 2020-21	Proposed 2021-22
Rate per \$100 of assessment	0.1358	0.1684
Opening Surplus (Deficit)	\$3,950	(\$3,725)
Total Cost to Recover	\$63,766	\$63,766
Net Cost	<u>\$59,816</u>	<u>\$67,491</u>
Area Rate Generated	\$56,091	\$67,492
Ending Surplus (Deficit)	<u>(\$3,725)</u>	<u>\$1</u>

SEWER RATES	5-Year Rate Approved - starting 2020-21	
	Year 1 of 5 2020-21	Year 2 of 5 2021-22
Global Sewer*	\$ 0.43	\$ 0.43
Hebbsville Sewer*	\$ 0.25	\$ 0.25

*per \$100 assessment



Council

Item: 9.2.1

Date: February 9, 2021

Authorization: T. MacEwan

LUNENBURG COUNTY LIFESTYLE CENTRE

135 North Park St

Bridgewater NS B4V 9B3

Ph: (902) 530-4100 Fx: (902) 530-3733

www.lclc.ca

MEMORANDUM

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

cc:

FROM: Deputy Mayor Tanner, Chair, Lunenburg County Multi-purpose Centre Corporation Board

DATE: January 27, 2021

RE: 2021/22 Capital Budget

The Lunenburg County Multi-purpose Centre Corporation Board in session on Thursday, January 21st, 2021, discussed the proposed LCLC Operating and Capital Budgets for 2021/22 and made the following recommendations to the respective Councils on the Capital Budget:

1. That the LCMPPC's unspent capital funds from 2020-21, estimated to be \$751,000, be placed in reserve at year-end and used as funding in the 2021-22 LCMPPC Capital Budget, to fund the incomplete Energy Project work being carried over into the 2021-22 Capital Budget.
2. That the LCMPPC Capital Budget for 2021/22 be *pre-approved* in the amount of \$1,586,600, (which includes the reserve amount of \$751,000) with each Council's contribution being \$417,800.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Tanner", is written over a large, stylized circular graphic that resembles a lowercase 'c' or a signature flourish.

Chairman and Members

Lunenburg County Multi-purpose Corporation Board

/sc



Municipality of the District of Lunenburg

10 Allée Champlain Drive, Cookville, Nova Scotia, Canada, B4V 9E4

Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca

January 29, 2021

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

Dear Mayor and Councillors:

The Police Advisory Board, in session on Wednesday, January 27th, 2021, made the following recommendations to Council:

- 1. That Municipal Council approve that the Municipality of the District of Lunenburg become a member of The Nova Scotia Association of Police Governance (NSAPG), the current cost being \$400.00.**
- 2. That Municipal Council approve that the Chair of the Police Advisory Board be MODL's representative to The Nova Scotia Association of Police Governance, and further that the Vice Chair of the Police Advisory Board be the alternate representative.**
- 3. That Municipal Council purchase two post-mounted speed radar signs in the next fiscal year 2021/22.**

Respectfully submitted,

Chairman and Members
Police Advisory Board

Tina Robichaud-Bond

From: Kacy DeLong
Sent: February 3, 2021 4:01 PM
To: Tina Robichaud-Bond; Carolyn Bolivar-Getson; Cathy Moore; Chasidy Veinotte
Cc: Tissy Bolivar; Bill Schurman
Subject: Nominating Committee minutes Feb 3

Nominating Committee – Feb 3
Present: Councillors Moore, Veinot, DeLong, and Mayor Bolivar Getson
Call to order 3:45

Provincial Volunteer –Motion by C V second K D that Nomination Committee recommend Jon Allen be nominated to the position of provincial volunteer 2021
Motion carried unanimously

Kacy DeLong (she/her)
Councillor for MoDL District 8
902 930 3065

www.modl.ca

Municipality of the District of Lunenburg
10 Allée Champlain Drive
Cookville NS B4V 9E4
In the traditional territory of Mi'kma'ki



Any correspondence may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act of the Province of Nova Scotia

Tina Robichaud-Bond

From: Kacy DeLong
Sent: February 3, 2021 4:03 PM
To: Carolyn Bolivar-Getson; Chasidy Veinotte; Cathy Moore; Tina Robichaud-Bond
Cc: Byung Jun Kang
Subject: Nominating Committee minutes Feb 3 PAC

Nominating Committee – Feb 3
Present: Councillors Moore, Veinot, DeLong, and Mayor Bolivar Getson
Call to order 3:45

Motion by CBG seconded by KD to remove Martin Bell from the PAC in order to meet the new recommendation by council that there be 4 members of council on PAC
Motion carried unanimously

Motion to adjourn by CV seconded CBG
Carried unanimously

Kacy DeLong (she/her)
Councillor for MoDL District 8
902 930 3065

www.modl.ca
Municipality of the District of Lunenburg
10 Allée Champlain Drive
Cookville NS B4V 9E4
In the traditional territory of Mi'kma'ki



Any correspondence may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act of the Province of Nova Scotia



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Council
SUBMITTED BY: Sarah Kucharski, Accessibility Coordinator
DATE: Tuesday, February 9, 2021
RE: Lunenburg County Accessibility Plan

MOTIONS

“That Municipal Council approve the Lunenburg County Accessibility Plan as presented by the Lunenburg County Accessibility Committee, and authorize the submission of the Plan to the provincial Accessibility Directorate.”

“That Municipal Council write the Nova Scotia Premier, the Minister of Justice, Mark Furey, Minister responsible for the Accessibility Act, as well as the Nova Scotia Federations of Municipalities (NSFM) to lobby for municipal funding programs for the implementation of Municipal Accessibility Plans.”

“That Council direct staff to develop the Municipality of the District of Lunenburg’s Accessibility Action Plan which will become an appendix to the overarching Lunenburg County Accessibility Plan for consideration of Council at a future meeting.”

BACKGROUND

The Lunenburg County Accessibility Plan (the Plan) was developed by the Lunenburg County Accessibility Advisory Committee (LCAAC), a joint committee of the Municipality of the District of Chester, Municipality of the District of Lunenburg, Town of Bridgewater, Town of Lunenburg, and the Town of Mahone Bay.

The LCAAC’s role is to assist the five municipal units in developing an Accessibility Plan in accordance with “An Act Respecting Accessibility in Nova Scotia, 2017” (The Act).

The LCAAC provides advice to the municipal councils on identifying, preventing and eliminating barriers to people with disabilities in municipal programs, services, initiatives and facilities. The

Committee plays a pivotal role in the creation of barrier-free communities and ensuring the obligations under the Act are met.

The Lunenburg County Accessibility Plan outlines the overarching goals for improving accessibility in Lunenburg County. The Plan was based on community consultation undertaken during May and June of 2020. The five (5) focus areas, Goods and Services, Information and Communications, Transportation, Employment and Built Environment, identified in the Plan are consistent with the Government of Nova Scotia Accessibility Plan 2018-2021.

Each participating municipal unit will develop their own Accessibility Action Plan in keeping with the overarching Lunenburg County Accessibility Plan after the Lunenburg County Accessibility Plan has been approved. This will entail working with the Senior Management Team as well as the LCAAC and may take 1-2 year(s) to complete. The implementation of the objectives of the Accessibility Action Plan will take many years to complete, depending upon budgets, funding applications, the complexities of the Plan itself as well as staff resources. The specifics/complexities of the Plan have not been determined.

The Lunenburg County Accessibility Plan is before Council for their approval. The goal is to proceed with the adoption of the Lunenburg County Accessibility Plan (Attachment A) as the Municipality's overarching Accessibility Plan.

It should also be noted that the Provincial Standards for these five (5) focused areas will be development by the Province and as per the Plan, will form part of the Plan. MODL will be obligated to be in compliance with the Provincial Standards. The Provincial Standards, when released, will also include an enforcement and compliance mechanism.

The shared universal goal of reaching an accessible Nova Scotia by 2030 is an admirable goal, however it will take a significant amount of funding.

The implementation of the Lunenburg County Accessibility Act and MODL's Accessibility Action Plan will require additional operating and capital financial resources to implement. It is unreasonable to expect that municipalities can achieve accessibility by 2030 without financial aid from other levels of government. Therefore, the time to lobby is now. It is therefore recommended that Council pass a motion to write the Nova Scotia Premier, the Minister of Justice, Mark Furey, Minister responsible for the Accessibility Act, as well as the Nova Scotia Federation of Municipalities to lobby for municipal funding programs for the implementation of Municipal Accessibility Plans.

FINANCIAL IMPACT

The Plan acknowledges that the individual operating plans for each municipal unit will be developed at a later date which will provide more details on action items, associated timelines,

and budgets. MODL's compliance with the Lunenburg County Accessibility Plan will take staff and financial resources. In addition, the Provincial Standards developed by the Province, forming part of the Plan, will also require staff and financial resources in order to comply with the proposed standards. However, it should be noted that MODL is mandated and obligated to undertake the Accessibility Plan pursuant to the Accessibility Act.

An Accessibility Coordinator position housed in the District of Chester is under consideration, as there will continue to be regionally focused work. MODL is in discussions to contribute 0.24 FTE for MODL specific work, and also contribute by uniform assessment calculation to 0.2 FTE for the shared role.

RECOMMENDATION

It is recommended that Council write the Nova Scotia Premier, the Minister of Justice, Mark Furey, Minister responsible for the Accessibility Act, as well as the Nova Scotia Federations of Municipalities (NSFM) to lobby for municipal funding programs for the implementation of Municipal Accessibility Plans.

It is recommended that Council approves the adoption of the Lunenburg County Accessibility Plan as presented by the Lunenburg County Accessibility Committee, and authorize the submission of the Plan to the provincial Accessibility Directorate.

It is recommended that Council direct staff to undertake the Municipality of the District of Lunenburg's Accessibility Action Plan which will become an appendix to the overarching Lunenburg County Accessibility Plan for consideration of Council at a future meeting.

ALTERNATIVES

Council could refer the Lunenburg County Accessibility Plan back to the Lunenburg County Accessibility Advisory Committee for revisions or clarifications.

Department: Administration

Report Prepared By: Sarah Kucharski

Date: January 28, 2021

Report Approved By:

Date:

Reviewed By CAO:

Date:

Draft Lunenburg County Accessibility Plan

Introduction	2
What We Believe	3
Glossary of Terms	4
Community Consultation	6
Areas of Focus	7
1. Goods and Services	7
2. Information and Communications	8
3. Transportation	8
4. Employment	9
5. Built Environment	9
Implementing the Plan	10
Responsibilities	10
Accessibility Advisory Committee	10
Accessibility Coordinator	10
Councils	11
CAOs/Staff	11
Timeline	11
Monitoring and Evaluating	11
Responding to Questions and Complaints	12
Reference Documents	13
Appendices	14

Introduction

This Accessibility Plan was developed by the Joint Accessibility Advisory Committee, a joint committee of the Municipality of the District of Chester, Municipality of the District of Lunenburg, Town of Bridgewater, Town of Lunenburg, and Town of Mahone Bay.

This committee provided advice to the municipal councils in Lunenburg County on identifying, preventing, and eliminating barriers experienced by people with disabilities in municipal programs, services, initiatives and facilities, and worked with staff on the development and oversight of this plan.

This document outlines the overarching goals for improving accessibility in Lunenburg County. In coordination with this Accessibility Plan, individual municipal units will be releasing local Accessibility Action Plans which will provide more details on action items, associated timelines, and budgets. These individual Accessibility Action Plans may not be available until a future date.

DRAFT

What We Believe

We commit to fostering a culture of accessibility, encouraging the prevention and removal of barriers to participation, and building capacity in these areas amongst municipal staff, Council members, and the public.

Several principles have guided this process and should remain as priorities as we move forward to implement this plan.

- Working towards equitable access for all members of our community means that every individual has an equal opportunity, and everyone is treated fairly. Equitable access acknowledges individual circumstances to removing barriers.
- It is essential to include first voice perspectives, or lived experience, of people with disabilities in the creation of this plan, actions, and decision-making processes.
- As new standards are introduced and new technologies become available, we will review and update this plan to ensure its relevance. As such, this plan should be interpreted as a living document.
- It is essential to continue to collaborate with other municipal units, the Accessibility Advisory Committee, the Nova Scotia Accessibility Directorate, and community partners to advance this plan and work towards improved accessibility in our communities.

Glossary of Terms

Accessibility Act (2017)

The provincial law enacted to achieve accessibility by preventing and removing barriers for people with disabilities. The law defines the role and responsibilities of the Accessibility Directorate and the Accessibility Advisory Board, and addresses standards, compliance, and enforcement. (nslegislature.ca/sites/default/files/legc/statutes/accessibility.pdf)

Accessibility Advisory Committee

A volunteer committee established by a municipality to advise municipal council about identifying, preventing, and eliminating barriers to people with disabilities in municipal programs, services, initiatives, and facilities. The committee plays a pivotal role in helping the municipality become a barrier-free community that complies with Nova Scotia's Accessibility Act (2017). At least one half of the members of the advisory committee must have a disability or represent an organization that represents people with disabilities.

Accessibility Lens

An Accessibility Lens is a tool for identifying and clarifying issues affecting persons with disabilities used by policy developers and analysts to access and address the impact of all initiatives (policies, programs or decisions) on persons with disabilities. It is also a resource in creating policies and programs reflective of the rights and needs of persons with disabilities.

Barrier

Something that makes it harder for some people to participate. Nova Scotia's Accessibility Act defines a barrier as "anything that hinders or challenges the full and effective participation in society of persons with disabilities, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy, or a practice."

Disability

As defined in Nova Scotia's Accessibility Act: "a physical, mental, intellectual, learning or sensory impairment, including an episodic disability that, in interaction with a barrier, hinders an individual's full and effective participation in society."

Equitable/equity

A commitment to fairness. Equitable access is different from equal access. Equality means everybody is treated the same; equity means everybody is treated fairly, based on their needs and abilities. Equity recognizes and values differences, removing systemic barriers and accommodating individual differences, as needed.

Government of Nova Scotia Accessibility Plan

A multi-year plan setting specific priorities and commitments for achieving accessibility within the Government of Nova Scotia. The first plan was published in 2018 and covers the years 2018-2021. (novascotia.ca/accessibility/plan)

Meaningful

In the context of our Accessibility work, the term meaningful is used to ensure the efforts being made are deemed valuable by those affected by the efforts.

Plain language

Clear, conversational communication that makes sense to the intended audience. The goal of plain language is to communicate so clearly that the intended audience can easily find what they need, understand what they find, and use the information (plainlanguagenetwork.org/).

Prescribed

Means “prescribed in the Accessibility Act General Regulations.” The Accessibility Act enables the government to use the regulations to identify which organizations must comply with certain requirements. These requirements include forming an Accessibility Advisory Committee and developing an accessibility plan within one year. The use of the word “prescribed” in legislation is intended to give wide authority for regulations to be made that set down a specific rule or direction.

DRAFT

Community Consultation

The Accessibility Committee undertook public consultation efforts in May and June of 2020. These efforts were hampered by COVID-19 restrictions that prohibited public gatherings and restricted resident movement. Despite these challenges, the Committee heard from more than 170 residents and organizations on the issue of accessibility through an online survey, phone calls, emails, and informational interviews.

Respondent Demographics

46.53% Persons with a disability (visible or invisible) 27.08% Family member, friend, or caregiver of a person with a disability 26.39% Employed or volunteer at an organization that provides services to people with disabilities Many of which self-identified as all of the above
67.33% Women 26.67% Men 1.33% Non-binary Remainder preferred not to say
55.63% aged 55-74 28.48% aged 35-54 10.60% aged 74+ 4.64% aged 18-34 0.66% aged Under 18
33.11% Municipality of the District of Lunenburg 25.83% Bridgewater 13.25% Municipality of the District of Chester 12.58% Town of Lunenburg 10.60% Town of Mahone Bay 2.65% Village of Chester 1.99% Do not reside in Lunenburg County

Areas of Focus

Consistent with the Government of Nova Scotia Accessibility Plan 2018-2021, we have identified commitments to improving accessibility within five areas of focus. These priority areas include (1) Goods and Services, (2) Information and Communications, (3) Transportation, (4) Employment, and (5) Built Environment. Working towards equitable access in these priority areas will help to identify, prevent, and eliminate barriers for people with disabilities to participate fully in our communities. This Accessibility Plan is a united plan based on universal standards. Each municipality has been provided with a template to develop their individual Accessibility Action Plans for each commitment.

1. Goods and Services

The Commitment

Residents and visitors with disabilities have equitable access to goods and services provided by our municipalities.

- 1.1 Services – Enhance services provided by municipal units by making municipal services and events more accessible to people with disabilities, including but not limited to accessible communication, accessible digital content and technologies, and welcoming service animals and support persons.
- 1.2 Service Delivery – Improve service delivery by developing and implementing ongoing awareness and training programs for municipal staff and Council to increase knowledge and understanding of accessibility, equity, human rights, disability rights, and accessibility barriers in our community, as well as developing and implementing new awareness and training opportunities as part of an orientation package for new employees. This will ensure that all municipal staff and Council are educated in and striving towards building competency in accessibility matters.
- 1.3 Physical Space – Upon entering a municipal building, physical spaces should be conducive to positive accessible customer service experiences. For example, provide chairs to rest in while waiting and/or sensory sensitive spaces to communicate with staff.
- 1.4 Programs – Deliver programming to people of all ages and abilities and commit to training all program delivery staff as per 1.2.
- 1.5 Events - Improve accessibility of public events planned and delivered by a municipal unit by planning events with an accessibility lens including location, event delivery, and/or participation. Planning should consider the needs of persons with disabilities including, but not limited to, having adequate accessible event parking, accessible portable toilets, and when possible, places to rest from sensory overwhelming environments.
- 1.6 Procurement – Apply an accessibility lens to all procurement processes, including creating common accessibility language, accessibility requirements, and factoring accessibility into the scoring process for procurement.
- 1.7 Internal Policy– Apply an accessibility lens to all policy, procedures, and practices.

- 1.8 Emergency Management – Emergency management plans and prioritization of critical infrastructure need to consider accessibility barriers and vulnerable populations to ensure safety of people with disabilities in contingency and evacuation plans.

2. Information and Communications

The Commitment

People with disabilities can equitably access information and communications provided by our municipalities.

- 2.1 Delivery of Communications – Improve communications about existing municipal programs, services, and events that are accessible to people with disabilities by delivering communications in a wide range of accessible formats.
- 2.2 Public Meetings – Ensure that all public open houses and meetings are as accessible as possible to all members of the public by offering materials in various formats, providing support to facilitate participation, and ensuring topics are discussed in plain language when possible.
- 2.3 Advertising/Marketing – Develop and implement a standardized symbol system for all public communications of programs and events to clearly identify what accessibility accommodations are available on site. For example, accessible entrances, scent free facility, and accessible washrooms.
- 2.4 Wayfinding – Improve signage and wayfinding for municipal buildings and public facilities by implementing signage and wayfinding consistent with accessibility best practice. Prioritize having signage and wayfinding where necessary, but not in excess.

3. Transportation

The Commitment

Residents and visitors with disabilities have equitable access to transportation provided by our municipalities.

- 3.1 Pedestrian Infrastructure – Improve connectivity in communities by improving pedestrian infrastructure where possible including constructing sidewalks, improving surface quality of sidewalks, and implementing appropriate curb cuts. Prioritize safety of pedestrian infrastructure by implementing audible signals, tactile walking surface indicators at crossings, appropriate lighting, and benches to rest where possible. Municipalities will comply with the Accessibility Act's Built Environment Standard (when implemented).
- 3.2 Snow Removal – Prioritize snow clearance at transit stops, public buildings, and in municipally managed parking areas.
- 3.3 Parking – Ensure all municipal parking areas and municipally managed parking areas have accessible parking spaces and appropriate drop-off locations for larger vehicles. Accessible parking shall meet the Accessibility Act's Built Environment Standard (when implemented).

- 3.4 Transit Connectivity – Where possible, support improving transit connectivity by expanding public transportation systems.
- 3.5 Transit Infrastructure – Improve existing transit infrastructure and ensure transit vehicles, transit stops, and signage are accessible to people with disabilities.

4. Employment

The Commitment

Our municipalities are accessible and equitable employers and support the careers of employees with disabilities. We will seek to attract and retain a skilled workforce that reflects the diverse residents of the municipalities.

- 4.1 Job Opportunities – Improve opportunities for people with disabilities to gain employment at the municipality by ensuring job postings clearly state they are open to people with disabilities, accommodations may be available in the workplace, and/or advertise job postings across different platforms.
- 4.2 Hiring – Improve processes, policies, and practices to facilitate and encourage the recruitment, selection, transition, and advancement of people with disabilities in their employment at the municipalities. Improve job standards to reflect the actual standards of the job and examine what assumptions are being made in the job standards.
- 4.3 Flexibility – Improve support and flexibility in the workplace by ensuring municipal staff and Council with disabilities have access to adaptive technologies, possible accommodations in the workplace, appropriate and supportive leave practices and return to work plans, and a flexible work environment such as the ability to work from home.
- 4.4 Culture of Inclusion – Build capacity among staff and senior leadership to cultivate a culture of inclusion that supports, retains, and provides opportunities for career growth to people with disabilities. Municipal units will develop Employment Equity Statements.
- 4.5 Representation – Actively recruit people with disabilities on all municipal committees and working groups. Review committee and Council recruitment materials to ensure they are accessible.

5. Built Environment

The Commitment

Municipal buildings and outdoor spaces within the municipalities provide meaningful and equitable access for users with disabilities.

- 5.1 Buildings – Improve and maintain the accessibility of municipal buildings and outdoor spaces to comply with the Nova Scotia Building Code, and the Accessibility Act's Built Environment Standard (when implemented), aiming to exceed them when feasible.
- 5.2 Public Spaces – Improve access to public spaces and opportunities for recreation by improving access to parks and playgrounds, lakes and beaches, diversifying recreation

equipment, and creating accessible parks, playgrounds and trails. Municipalities will comply with the Accessibility Act's Built Environment Standard (when implemented).

5.3 Washrooms – Look for opportunities to construct and maintain more accessible public washrooms and retrofit existing washrooms where possible.

5.4 Temporary Disruptions – Establish and implement processes to ensure accessibility is maintained during temporary disruptions including emergencies, evacuations, and/or special events.

5.5 Emergencies - Ensure emergency management and building evacuation plans are reviewed with accessibility in mind.

5.6 Construction Mitigation - Municipalities should ensure accessible detours are available when a sidewalk is closed for or affected by construction

The Municipality of the District of Chester, Municipality of the District of Lunenburg, Town of Bridgewater, Town of Lunenburg, and the Town of Mahone Bay hereby all agree together to work cooperatively with regards to the administration and implementation of the Joint Accessibility Plan and hereby agrees to jointly advocate the Provincial and Federal Government to provide new funding initiatives and programs to support the further development and implementation of this Plan.

Implementing the Plan

This plan is a united framework and universal standards, agreed upon by all five municipal units. Each municipal unit is responsible for creating individual operational plans and operationalising those plans.

Responsibilities

Accessibility Advisory Committee

- Review this Accessibility Plan at least every three years as required by the Accessibility Act and update as required.
- Review Municipal Accessibility Report Cards annually and report on progress toward meeting the commitments outlined in this Plan.

Accessibility Coordinator

- Guide the work by the Accessibility Advisory Committee.
- Book meetings, prepare and distribute agendas and minutes, assist Chair in leading the meetings, manage recruitment for Committee when necessary.
- Act as a liaison with the Accessibility Advisory Committee and municipal units.

Councils

- Recognize the significant cost of implementing this plan and the municipal operational plans and seek adequate funding to allow municipalities to meet the requirements under Nova Scotia's *Accessibility Act*.

CAOs/Staff

- Ensure the commitments outlined in the Accessibility Plan are reflected and operationalized in municipal Accessibility Action Plans required as public sector bodies under Nova Scotia's *Accessibility Act*.
- Accept complaints, questions, and concerns submitted to them by the public.
- Provide a summary of complaints, questions, and concerns to the Accessibility Advisory Committee.

Timeline

In 2017, the Government of Nova Scotia passed the province's Accessibility Act. A supporting document, *Access by Design 2030*, is the implementation strategy for how Nova Scotia will achieve an accessible province by 2030. It also identifies actions to improve public awareness, build collaboration and increase compliance with existing regulations. The Accessibility Act set an ambitious goal to become a fully accessible province by 2030. As such, we strive to have the commitments of this plan achieved by 2030, to be consistent with the Province of Nova Scotia.

For specific timelines and budgets associated with the commitments and action items of this plan, please see your municipality's Accessibility Action Plan. As highlighted above, these individual Accessibility Action Plans may not be available until a future date.

Monitoring and Evaluating

Each municipal unit will be responsible for submitting an Accessibility Report Card to the Accessibility Advisory Committee by November 30 each year. This report card will track and report on the progress made towards the commitments in this plan, and performance of the policies and actions in their individual Accessibility Action Plans. The Accessibility Advisory Committee may also make recommendations to improve this plan.

The Accessibility Report Cards of each municipal unit will be public documents, posted on their individual websites.

The Accessibility Advisory Committee will review new directives, guidelines, and updates from the province as they are released, and determine if updates to this Accessibility Plan are required based on those updates. The Accessibility Advisory Committee will make recommendations to the municipal units on the need for updates to their individual Accessibility Action Plans.

Responding to Questions and Complaints

- Anyone can lodge a complaint, pose a question, or express a concern about accessibility in Lunenburg County. These should be directed to the CAO of the appropriate municipal unit.
- The CAO will respond within a reasonable time. Before responding, the CAO will consult with the staff person responsible for the area of inquiry. The CAO's response will contain the reasons for the decision.
- If the complainant still has concerns, they can contact the Accessibility Advisory Committee Chair.
- Anyone can appeal to Council if they are not satisfied with the response from the CAO or the Accessibility Advisory Committee. Council may refer any appeal to the Accessibility Advisory Committee for additional review and recommendations before issuing a final response to the complainant.
- The CAOs will keep a record of all complaints, questions, and concerns submitted to them, and will provide summary updates to the Accessibility Advisory Committee on a regular basis. These updates will become part of the Accessibility Advisory Committee's continual review of the Accessibility Plan and may inform future changes.

Reference Documents

The **Built Environment Standard**, under the Government of Nova Scotia Accessibility Plan 2018-2021 will be released soon and include accessibility standards for the built environment, to prevent the design and construction of new barriers and remove existing barriers over time.

The **Clearing Our Path** resource, produced by the CNIB Foundation (2019), provides international standards and universal design principles to build accessible environments for people who are blind or have low vision.

Link: http://www.clearingourpath.ca/8.0.0-design-needs_e.php

The **Guidelines For Accessible Recreation** prepared for Lunenburg Queens Recreation Coordinators and Directors Association and Yarmouth Shelburne Municipal Recreation Association by Fulcrum Accessibility Consulting, 2018, includes a **Basic Standards of Accessibility list** developed as a result of accumulated insight and recommendations based on *the Americans with Disabilities Act*, the *Accessibility for Ontarians with Disabilities Act*, the *Accessibility for Nova Scotians Act*, and the *Human Rights Act of Nova Scotia*. Interwoven into these Guidelines are principles of Universal Design, the suggestions of persons with disabilities themselves, and learned techniques from practicing accessibility consultants and access audits on various buildings.

Link:

<https://s3.amazonaws.com/southshoreconnect.cioc/CCH/Revised+September+5th+edition+of++April+7+Combined+Audit+%26+Accessibility+Report.pdf>

The **Global Age-friendly Cities: A Guide** document produced by the World Health Organization (WHO), 2007, outlines research and recommendations for communities to become more age-friendly, including but not limited to, recommendations for outdoor spaces and buildings, transportation, and civic participation.

Link: https://www.who.int/ageing/publications/Global_age_friendly_cities_Guide_English.pdf

The **Government of Nova Scotia Accessibility Plan 2018-2021**, released by the Department of Justice in September 2018, is a multi-year plan setting specific priorities and commitments for achieving accessibility within the Government of Nova Scotia.

Link: <https://novascotia.ca/accessibility/plan/government-accessibility-plan.pdf>

The **Interim Accessibility Guidelines for Indoor and Outdoor Spaces**, released by the Nova Scotia Accessibility Directorate in April 2020, provide ways to identify barriers to accessibility in the built environment and are intended to be replaced by the provincial accessibility standard for the built environment.

Link: <https://novascotia.ca/accessibility/docs/Interim-Accessibility-Guidelines-for-Indoor-and-Outdoor-Spaces.pdf>

The **Wolfville: Access by Design, An Accessibility Plan for 2019-2022**, released by the Town of Wolfville in April 2019, is the first municipal-level accessibility plan. The Town was chosen by the Government of Nova Scotia to serve as an example for other communities in the province.

Link: <https://www.amans.ca/other-resouces/692-wolfville-accessibility-plan/file.html>

Appendices

- Accessibility Advisory Committee Members

DRAFT

Lunenburg County Accessibility Plan

January 26, 2021



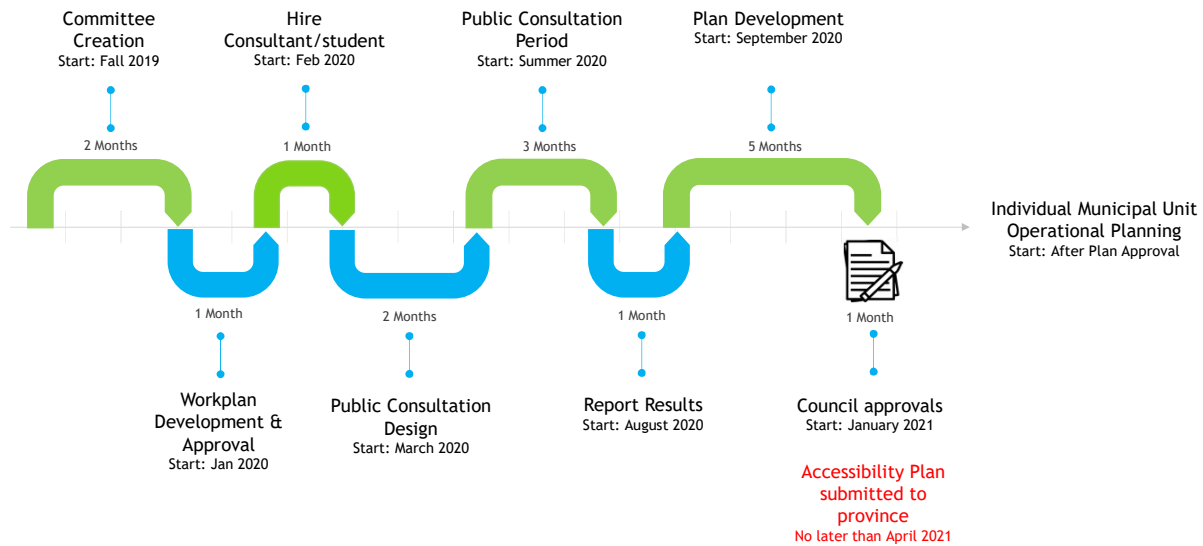
1

Highlights

- This Accessibility Plan was developed by the Joint Accessibility Advisory Committee.
- This Committee provided advice to the municipal councils in Lunenburg County on identifying, preventing, and eliminating barriers experienced by people with disabilities in municipal programs, services, initiatives and facilities, and worked with staff on the development and oversight of this plan.
- The Accessibility Plan commits to overarching goals for improving accessibility in Lunenburg County.
- After the approval of the Plan, each municipal unit must develop and release **Accessibility Action Plans** which will provide more details on action items, associated timelines, and budgets. The **costs of developing and implementing Accessibility Action Plans** are the responsibility of each individual municipality.
- There will be shared costs for a part-time **Accessibility Coordinator oversight role**, as defined in the Accessibility Plan.

2

Accessibility Plan Roadmap



3

What We Believe

We commit to fostering a culture of accessibility, encouraging the prevention and removal of barriers to participation, and building capacity in these areas amongst municipal staff, Council members, and the public.

Several principles have guided this process and should remain as priorities as we move forward to implement this plan.

- Working towards equitable access for all members of our community means that every individual has an equal opportunity, and everyone is treated fairly. Equitable access acknowledges individual circumstances to removing barriers.
- It is essential to include first voice perspectives, or lived experience, of people with disabilities in the creation of this plan, actions, and decision-making processes.
- As new standards are introduced and new technologies become available, we will review and update this plan to ensure its relevance. As such, this plan should be interpreted as a living document.
- It is essential to continue to collaborate with other municipal units, the Accessibility Advisory Committee, the Nova Scotia Accessibility Directorate, and community partners to advance this plan and work towards improved accessibility in our communities.

4

The Commitment

The Municipality of the District of Chester, Municipality of the District of Lunenburg, Town of Bridgewater, Town of Lunenburg, and the Town of Mahone Bay hereby all agree together to work cooperatively with regards to the administration and implementation of the Joint Accessibility Plan and hereby agrees to jointly advocate the Provincial and Federal Government to provide new funding initiatives and programs to support the further development and implementation of this Plan.

5

Areas of Focus

Consistent with the Government of Nova Scotia Accessibility Plan 2018-2021, we have identified commitments to improving accessibility within five areas of focus.

These priority areas include:

- (1) Goods and Services
- (2) Information and Communications
- (3) Transportation
- (4) Employment
- (5) Built Environment

Working towards equitable access in these priority areas will help to identify, prevent, and eliminate barriers for people with disabilities to participate fully in our communities. This Accessibility Plan is a united plan based on universal standards.

Each municipality will be provided with a template to develop their individual Accessibility Action Plans.

6

1. Goods and Services

The Commitment

Residents and visitors with disabilities have equitable access to goods and services provided by our municipalities.

1. Services - Enhance services provided by municipal units by making municipal services and events more accessible to people with disabilities, including but not limited to accessible communication, accessible digital content and technologies, and welcoming service animals and support persons.
2. Service Delivery - Improve service delivery by developing and implementing ongoing awareness and training programs for municipal staff and Council to increase knowledge and understanding of accessibility, equity, human rights, disability rights, and accessibility barriers in our community, as well as developing and implementing new awareness and training opportunities as part of an orientation package for new employees. This will ensure that all municipal staff and Council are educated in and striving towards building competency in accessibility matters.
3. Physical Space - Upon entering a municipal building, physical spaces should be conducive to positive accessible customer service experiences. For example, provide chairs to rest in while waiting and/or sensory sensitive spaces to communicate with staff.

7

4. Programs - Deliver programming to people of all ages and abilities and commit to training all program delivery staff as per 1.2.
5. Events - Improve accessibility of public events planned and delivered by a municipal unit by planning events with an accessibility lens including location, event delivery, and/or participation. Planning should consider the needs of persons with disabilities including, but not limited to, having adequate accessible event parking, accessible portable toilets, and when possible, places to rest from sensory overwhelming environments.
6. Procurement - Apply an accessibility lens to all procurement processes, including creating common accessibility language, accessibility requirements, and factoring accessibility into the scoring process for procurement.
7. Internal Policy - Apply an accessibility lens to all policy, procedures, and practices.
8. Emergency Management - Emergency management plans and prioritization of critical infrastructure need to consider accessibility barriers and vulnerable populations to ensure safety of people with disabilities in contingency and evacuation plans.

8

2. Information and Communications

The Commitment

People with disabilities can equitably access information and communications provided by our municipalities.

1. Delivery of Communications - Improve communications about existing municipal programs, services, and events that are accessible to people with disabilities by delivering communications in a wide range of accessible formats.
2. Public Meetings - Ensure that all public open houses and meetings are as accessible as possible to all members of the public by offering materials in various formats, providing support to facilitate participation, and ensuring topics are discussed in plain language when possible.
3. Advertising/Marketing - Develop and implement a standardized symbol system for all public communications of programs and events to clearly identify what accessibility accommodations are available on site. For example, accessible entrances, scent free facility, and accessible washrooms.
4. Wayfinding - Improve signage and wayfinding for municipal buildings and public facilities by implementing signage and wayfinding consistent with accessibility best practice. Prioritize having signage and wayfinding where necessary, but not in excess.

9

3. Transportation

The Commitment

Residents and visitors with disabilities have equitable access to transportation provided by our municipalities.

1. Pedestrian Infrastructure - Improve connectivity in communities by improving pedestrian infrastructure where possible including constructing sidewalks, improving surface quality of sidewalks, and implementing appropriate curb cuts. Prioritize safety of pedestrian infrastructure by implementing audible signals, tactile walking surface indicators at crossings, appropriate lighting, and benches to rest where possible. Municipalities will comply with the Accessibility Act's Built Environment Standard (when implemented).
2. Snow Removal - Prioritize snow clearance at transit stops, public buildings, and in municipally managed parking areas.
3. Parking - Ensure all municipal parking areas and municipally managed parking areas have accessible parking spaces and appropriate drop-off locations for larger vehicles. Accessible parking shall meet the Accessibility Act's Built Environment Standard (when implemented).
4. Transit Connectivity - Where possible, support improving transit connectivity by expanding public transportation systems.
5. Transit Infrastructure - Improve existing transit infrastructure and ensure transit vehicles, transit stops, and signage are accessible to people with disabilities.

10

4. Employment

The Commitment

Our municipalities are accessible and equitable employers and support the careers of employees with disabilities. We will seek to attract and retain a skilled workforce that reflects the diverse residents of the municipalities.

1. Job Opportunities - Improve opportunities for people with disabilities to gain employment at the municipality by ensuring job postings clearly state they are open to people with disabilities, accommodations may be available in the workplace, and/or advertise job postings across different platforms.
2. Hiring - Improve processes, policies, and practices to facilitate and encourage the recruitment, selection, transition, and advancement of people with disabilities in their employment at the municipalities. Improve job standards to reflect the actual standards of the job and examine what assumptions are being made in the job standards.
3. Flexibility - Improve support and flexibility in the workplace by ensuring municipal staff and Council with disabilities have access to adaptive technologies, possible accommodations in the workplace, appropriate and supportive leave practices and return to work plans, and a flexible work environment such as the ability to work from home.
4. Culture of Inclusion - Build capacity among staff and senior leadership to cultivate a culture of inclusion that supports, retains, and provides opportunities for career growth to people with disabilities. Municipal units will develop Employment Equity Statements.
5. Representation - Actively recruit people with disabilities on all municipal committees and working groups. Review committee and Council recruitment materials to ensure they are accessible.

11

5. Built Environment

The Commitment

Municipal buildings and outdoor spaces within the municipalities provide meaningful and equitable access for users with disabilities.

1. Buildings – Improve and maintain the accessibility of municipal buildings and outdoor spaces to comply with the Nova Scotia Building Code, and the Accessibility Act's Built Environment Standard (when implemented), aiming to exceed them when feasible.
2. Public Spaces – Improve access to public spaces and opportunities for recreation by improving access to parks and playgrounds, lakes and beaches, diversifying recreation equipment, and creating accessible parks, playgrounds and trails. Municipalities will comply with the Accessibility Act's Built Environment Standard (when implemented).
3. Washrooms – Look for opportunities to construct and maintain more accessible public washrooms and retrofit existing washrooms where possible.
4. Temporary Disruptions – Establish and implement processes to ensure accessibility is maintained during temporary disruptions including emergencies, evacuations, and/or special events.
5. Emergencies - Ensure emergency management and building evacuation plans are reviewed with accessibility in mind.
6. Construction Mitigation - Municipalities should ensure accessible detours are available when a sidewalk is closed for or affected by construction

12

Responsibilities

Accessibility Advisory Committee

- Review this Accessibility Plan at least every three years and update as required.
- Review Municipal Accessibility Report Cards annually and report on progress toward meeting the commitments outlined in this Plan.

Accessibility Coordinator

- Guide the work by the Accessibility Advisory Committee.
- Book meetings, prepare and distribute agendas and minutes, assist Chair in leading the meetings, manage recruitment for Committee when necessary.
- Act as a liaison with the Accessibility Advisory Committee and municipal units.

Councils

- Recognize the significant cost of implementing this plan and the municipal operational plans and seek adequate funding to allow municipalities to meet the requirements under Nova Scotia's *Accessibility Act*.

CAOs/Staff

- Ensure the commitments outlined in the Accessibility Plan are reflected and operationalized in municipal Accessibility Action Plans required as public sector bodies under Nova Scotia's *Accessibility Act*.
- Accept complaints, questions, and concerns submitted to them by the public.
- Provide a summary of complaints, questions, and concerns to the Accessibility Advisory Committee.

13

Monitoring and Evaluating

- Each municipal unit will be responsible for submitting an Accessibility Report Card to the Accessibility Advisory Committee by November 30 each year. This report card will track and report on the progress made towards the commitments in this plan, and performance of the policies and actions in their individual Accessibility Action Plans. The Accessibility Advisory Committee may also make recommendations to improve this plan.
- The Accessibility Report Cards of each municipal unit will be public documents, posted on their individual websites.
- The Accessibility Advisory Committee will review new directives, guidelines, and updates from the province as they are released, and determine if updates to this Accessibility Plan are required based on those updates. The Accessibility Advisory Committee will make recommendations to the municipal units on the need for updates to their individual Accessibility Action Plans.

14

Responding to Questions and Complaints

- Anyone can lodge a complaint, pose a question, or express a concern about accessibility in Lunenburg County. These should be directed to the CAO of the appropriate municipal unit.
- The CAO will respond within a reasonable time. Before responding, the CAO will consult with the staff person responsible for the area of inquiry. The CAO's response will contain the reasons for the decision.
- If the complainant still has concerns, they can contact the Accessibility Advisory Committee Chair.
- Anyone can appeal to Council if they are not satisfied with the response from the CAO or the Accessibility Advisory Committee. Council may refer any appeal to the Accessibility Advisory Committee for additional review and recommendations before issuing a final response to the complainant.
- The CAOs will keep a record of all complaints, questions, and concerns submitted to them, and will provide summary updates to the Accessibility Advisory Committee on a regular basis. These updates will become part of the Accessibility Advisory Committee's continual review of the Accessibility Plan and may inform future changes.

15

Next Steps

1. **Councils to approve motion to accept.**
2. **Submit to province**
3. **Each municipal unit to begin working on their Accessibility Action Plan**

Motion will read:

“that Municipal Council approve the Lunenburg County Accessibility Plan as presented by the Lunenburg County Accessibility Committee, and authorize the submission of the Plan to the provincial Accessibility Directorate.”

16



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Municipal Council
SUBMITTED BY: Darren Shupe, Senior Planner
DATE: February 8, 2021
RE: MODL2040 Summer 2021 Capacity Support

RECOMMENDATION

That Municipal Council provides pre-budget approval to hire up to three Co-op planning students.

EXECUTIVE SUMMARY

The Province has mandated a plan review be completed to extend planning policy and regulations for the entirety of the Municipality by the end of 2022. The initial phase of public engagement is currently under way with a survey on community priorities set to wrap up on March 31, 2021. A report will be provided to Council summarizing the engagement findings which will be utilized to inform the creation of a vision statement and subsequent goals which will ultimately shape a draft of the revised Municipal Planning Strategy and Land Use By-law.

It is anticipated that additional staff capacity will be required to support the next phase of the project over the summer months. The next phase will include the second round of public engagement aimed at verifying the vision and goals and then starting the process of creating a draft planning strategy. We expect that the draft-creation stage of the project will require the highest level of coordination and effort to integrate Council, public and existing policies within a single new planning strategy.

To ensure that the overall project objectives are advanced in a timely and cost-effective fashion to comply with the Provincial timeline, staff has examined three primary options to increase capacity over the critical summer months. We have considered using consultant services, hiring an additional full time staff position, and utilizing summer students through the Nova Scotia Co-

operative Education Incentive program provides the best overall option in terms of both cost-effectiveness and level of support.

DISCUSSION

Staff defined the primary areas of focus required to facilitate the continued evolution of MODL2040 over the Spring/Summer 2021 campaign:

- **Planning Public Engagement Process**
 - The Planner will assist the Senior Planner with the implementation of the second phase of the public engagement process.
- **Policy Integration Research**
 - Review and synthesis of pertinent provincial legislation, statements, plans and policies;
 - Review and synthesis of pertinent objectives from other local planning initiatives/plans (e.g., Annual Council Priorities, Local Climate Change Action Plan (LCCAP), Active Transportation Plan, Open Space Strategic Plan, MPS/LUBs, Subdivision By-law, other local Planning Strategies);
 - Research and report on best practices based on community, Council and staff feedback.
- **MPS / LUB Development**
 - Assistance with the drafting of the MPS Vision & Objectives;
 - Assistance with the drafting of planning documents.

It is imperative that staff support be effectively dedicated to the task while balancing cost-effectiveness. In-house additions of student or fulltime staffing offer the most responsive and focused level of additional capacity of the options reviewed.

BUDGET IMPLICATIONS

Approximate costs for three students through the Nova Scotia Co-operative Education Incentive program are as follows:

	Wage Rate	Hours	Total Wages	Total Plus Vacation Pay/Benefits	
Cost per Student	\$ 18.40	595	\$ 10,948.00	\$ 13,356.56	Cost for One Student
Cost for 3 Students				\$ 40,069.68	Total Cost for Three Students
Program Subsidy	\$ 7.50		\$ 4,462.50	\$ 13,387.50	Program Subsidy Total
				\$ 26,682.18	MODL Net Cost

STRATEGIC PLAN

The MODL2040 project is identified as a strategic priority of Council.

ALTERNATIVES

Option 1: Tendering Planning Consultant Services

595 hours x3 - @\$80/hr = **~\$100,000+**

Option 2: Hiring Additional Fulltime Staff

\$54,000 to \$67,400 (base salary) + 22% (employer costs) = **\$66,000 to \$82,000**

Option 3: Hiring 1-2 two students

Option 4: Status quo

CONCLUSION

Based on the anticipated need for staff support, the Co-op student program provides the most cost-effective and dedicated level of service.

Department:	Planning & Development Services	
Report Prepared By:	Darren Shupe	Date: February 03, 2021
Report Approved By:	Jeff Merrill	Date:
Reviewed By CAO:	Tom MacEwan	Date:

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

TO: Chief Administrative Officer
FROM: Cathy Moore
DATE: Feb 3/21

1. Agenda Item New Germany Trail Bridge

2. On what agenda do you want the item placed?
Council Feb 9/21.

3. Do you have written material to circulate with the agenda? Yes ☐ No ☐

If you do, please attach it to this form. If you do not, please explain.

* 42,000 from 2020 budget allocation

4. What is its relevance to Council or the committee?
Pre approved Capital Project

5. What outcome(s) are you seeking?
To Expend \$42,000

Cathy Moore
Councillor's Signature

Feb 3/21
Date

Approval for agenda: Yes ☐ No ☐

Reason for Denial:

Mayor or Chair of Committee

Date