

This document was created using best practices in document accessibility. Should you need assistance reading or understanding this document, call 902-543-8181 or email info@modl.ca.

Municipal Council Meeting Agenda

Tuesday, November 8, 2022 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

Via Video/Audio Conferencing

- 1. Call to Order**
- 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Approval of Agenda** (as circulated)
- 5. Approval of Minutes – October 25, 2022**
- 6. Business Arising from Minutes**
- 7. Nomination & Election by Ballot – Deputy Mayor**
- 7.1 MODL Policy 011 – Deputy Mayor..... 1-2
- 8. Awarding of Tenders/RFPs**
- 8.1 Award of RFP 2022-05-402 Flood Line Mapping for the Herring Cove – Medway
Primary Watershed..... 3-5
- 9. Presentations/Scheduled Times**
- 9.1 Laconia Wind Project Update, Jennifer Ng, Senior Associate, Invenergy . 10:15 a.m. 6-13
- 10. Consideration of Correspondence**
- 10.1 Letter from Eric Walters, Chair, Trustees of the Lunenburg Common Lands
re Management of Common Lands 14-19
- 11. Recommendations from Committees & Boards**
- 11.1 Finance Committee**
- 11.1.1 Annual Operating Grant Flourish Family Well-Being Society 20
- 11.2 Boundary Review Committee**
- 11.2.1 Electoral District Boundaries 21-26
- 11.3 Nominating Committee**
- 11.3.1 Appointments to Committees and Boards

12. Staff Reports

12.1 Planning & Development Department

- 12.1.1 Renaming of Lakes – Lake Misery and S Lake..... 27-31
- 12.1.2 Appointment of Building Official – Amanda Esterbrooks..... 32-33
- 12.1.3 Adoption of Local Climate Change Action Plan 2030 34-106
- 12.1.4 First Reading of By-law to Amend Secondary Planning Strategies &
Land Use By-laws re Small Option Housing in Residential Zones in the areas of
Blockhouse, Village of Hebbville, Hemford Forest, Oakland, Osprey Village, Princess
Inlet & Area, Riverport and District 107-118

12.2 Recreation Department

- 12.2.1 Visitor Information Centre Lease..... 119-147

13. Mayor’s/Deputy Mayor’s/Councillors’ Matters

- 13.1 MJSB Update
- 13.2 Deputy Mayor’s Update
- 13.3 Mayor’s Update

14. Added Items

15. In Camera

- 15.1 Land Negotiations re Riverport Property under Section 22(2)(a) of the MGA

16. Adjournment

Municipality of the District of Lunenburg POLICY

Title: Deputy Mayor	
Policy No. MDL-11	
Effective Date: November 6, 2008	Amended Date:

Purpose

This policy establishes rules governing the election of Deputy Mayor by the members of Council defines the duties of the Deputy Mayor and identifies the term of office.

Authority

Section 16, Municipal Government Act, as amended.

1 Term – MGA Section 16(2)

- a) The term of office of the Deputy Mayor shall be for one (1) year, and will expire at the call to order of the regular Council Session in November or when the term of office of the Council expires following a general municipal election, whichever comes first.
- b) The Deputy Mayor shall serve no more than one year within a four year term unless there are no other Council members wishing to fill this position.
- c) This term of one (1) year shall continue until this policy is amended, or otherwise changed.

2 Selection - MGA Section 16(1)

The Council shall select one of its members to be Deputy Mayor in accordance with this policy.

3 Absence or Inability of Deputy Mayor– MGA Section 16(3)

The Deputy Mayor shall act in the absence or inability of the Mayor or in the event of the office of the Mayor being vacant.

4 Power and Authority of Deputy – MGA Section 16(5)

The Deputy Mayor has all the power and authority and shall perform all the duties of the Mayor when the Deputy Mayor is notified that the Mayor is absent or unable to fulfill the duties of Mayor or the office of the Mayor is vacant.

5 Effective Date

Policy MDL-11 approved on November 22, 2000 is hereby repealed and replaced with this amended Policy MDL-11, effective on the first Council session or Special Council session, whichever event occurs first following the general Municipal Election of October, 2008.

Clerk's Annotation for Official Policy Book

Date of Adoption	<u>November 6, 2008</u>
Date of Notice to Council Members off Intent to Consider Amendments	<u>May 1, 2008</u>
Date of Passage of Amendments:	<u>May 13, 2008</u>

I certify that this "Deputy Mayor" policy was adopted by Council as indicated above.


Municipal Clerk


May 30, 2008
Date

Council
Item: #8.1
Date: November 8, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Council

Submitted by: Jeff A. Merrill, MCIP, LPP, Director of Planning & Development Services

Date: November 8, 2022

Re: Award RFP 2022-05-402 Flood Line Mapping for the Herring Cove – Medway Primary Watershed

Recommendation

Staff recommends that Council award RPF 2022-05-402 Flood Line Mapping for the Herring Cove – Medway Primary Watershed to CBCL Limited in the amount of \$110,042 plus HST.

Discussion

In the Fall of 2017 MODL, in partnership with the District of Chester (MODC) and the Province, high-resolution LiDAR elevation data (detailed elevation model) that covers all of Lunenburg County was acquired.

In 2019 partnership with the Municipality of the District of Chester and with funding from the province the municipalities hired CBCL Limited to map inland flood risk areas. At the time there was no LiDAR mapping coverage in the Region of Queens therefore no flood risk areas were able to be identified in the Herring Cove - Medway watershed leaving a gap in MODL's flood risk mapping.

In 2022 the Province provided \$170,000 to the Municipality to complete flood line mapping work for the Herring Cove - Medway primary watershed. A project team was assembled with Staff from MODL, Region of Queens and NS Municipal Affairs to guide the project.

An RFP was issued which closed on October 3, 2022. Three proposals were received by the deadline. The project team has reviewed and scored the RFP submissions. The average scoring of the proposal, along with the quotes are outline in the table below.

Rated Criteria Category	Weighting	CBCL Limited	WSP E&I Canada Limited	Dillon Consulting Limited	
Proposed Resources	20	11.7	12.5	12.3	
Relevant Experience	10	10	9.3	9.7	
Core Project Plan	40	36	26.7	33.3	
Base Price	30	29.5	30	19.5	
Total Weighting	100	87.2	78.5	74.8	
Base Price		\$83,192	\$98,890	\$169,572.85	+HST
Optional		\$26,850	\$10,868		+HST
Total		\$110,042	\$109,758.00	\$169,572.85	+HST

The top proposal overall was CBCL with an overall score of 87.2 followed by WSP (78.5) and Dillon (74.8). The WSP proposal had the lowest price however their proposal did not identify the mapping extent of their work. Dillon had a large mapping extent but was mainly focused on the main branch of the Medway River. CBCL had good mapping coverage of the Medway River and included the populated areas around Molega Lake and Shingle Lake which will fill-in the “no data” section on MODL flood risk map.

Budget implications

Budget approval for \$170,000 was approved in the 2022-2023 fiscal year. Provincial funding was received in the amount of \$170,000 for this project.

Strategic plan

Strategic Plan Goal # 2: Planning framework for sustainable growth

MCCAP # 8: Identify areas at-risk of inland flooding. Work with neighbouring municipal units & provincial departments to alleviate any associated potential risks to citizens and infrastructure.

Conclusion

CBCL received the highest overall score for their proposal. They have competed several flood mapping projects including two past projects in MODL. The project team is recommending that RFP 2022-05-402 be awarded to CBCL Limited.

Report Preparation	
Department	Planning & Development Services
Report Prepared by	Jeff Merrill, Director of Planning & Development Services
Report Approved by	
Date Reviewed by C.A.O.	

Laconia Wind Energy Centre Update for the Municipality of the District of Lunenburg

November 8, 2022



NOVA SCOTIA – PROVINCIAL SUMMARY

- **August 17, 2022 – Results of the first RFP were published. 5 Projects were selected across the province for a total of 372 MW. Projects were limited to 100 MW for this procurement, and all 5 had Indigenous equity ownership.**
- **Invenergy anticipates participating in the next proposed RFP (2023, Green Choice RFP).**

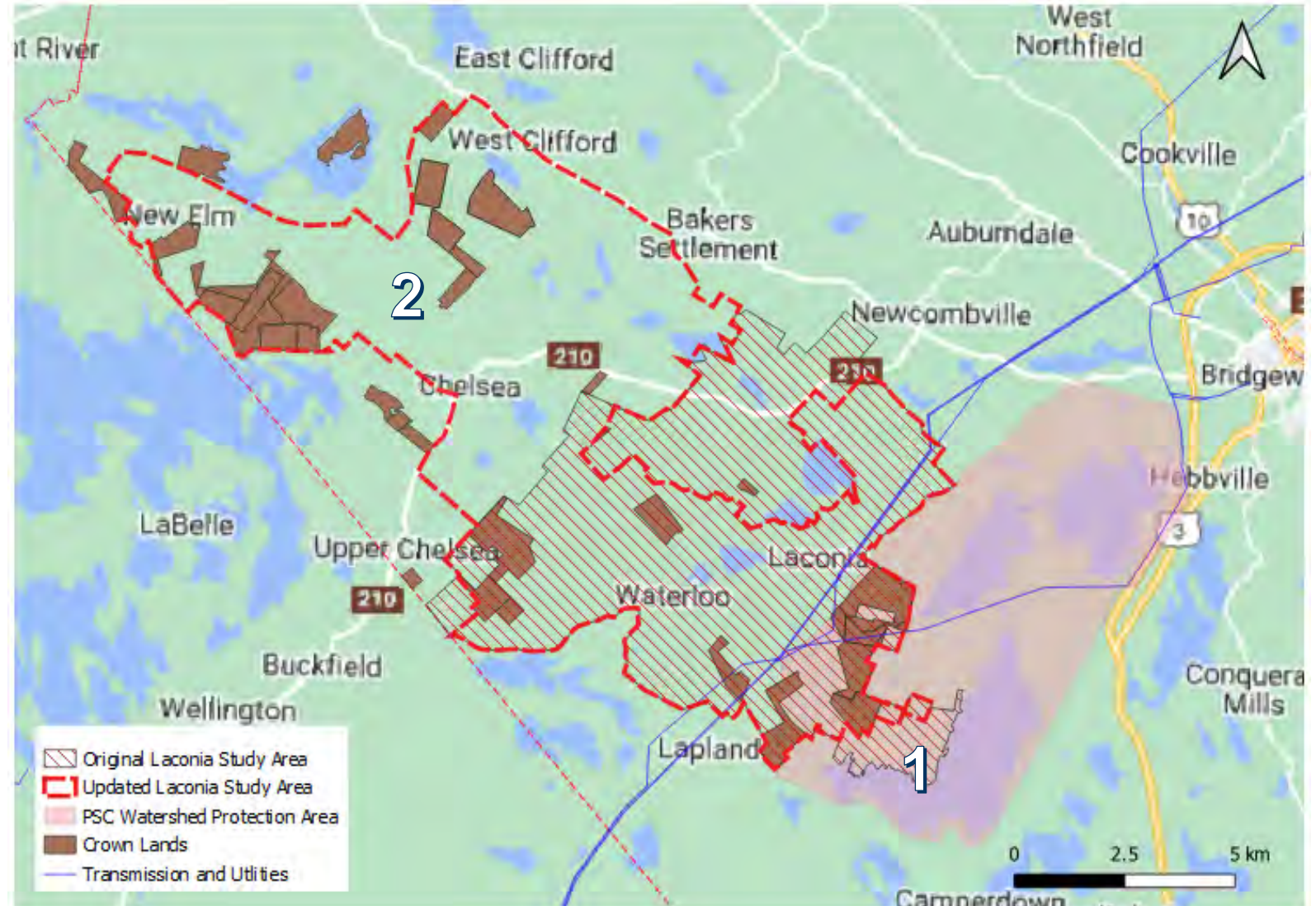
Competitive Procurements	Total Procurement Size
Rate Base Procurement RFP	350 MW - complete
Green Choice RFP	250 MW

Laconia Wind Updates

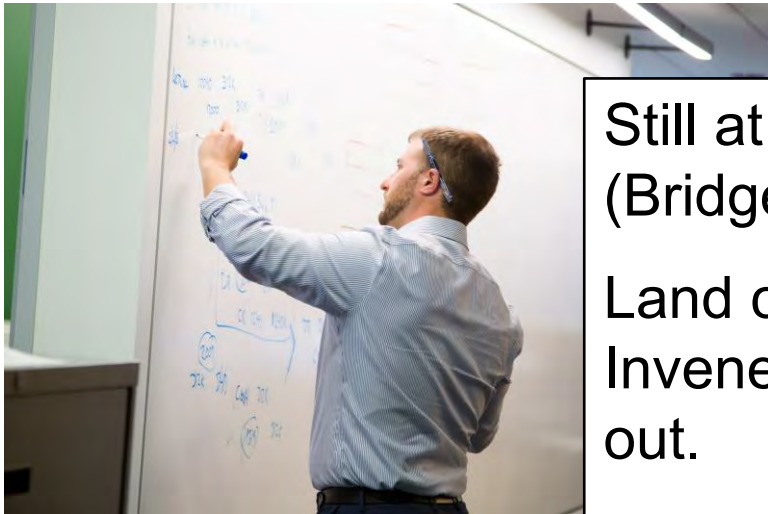
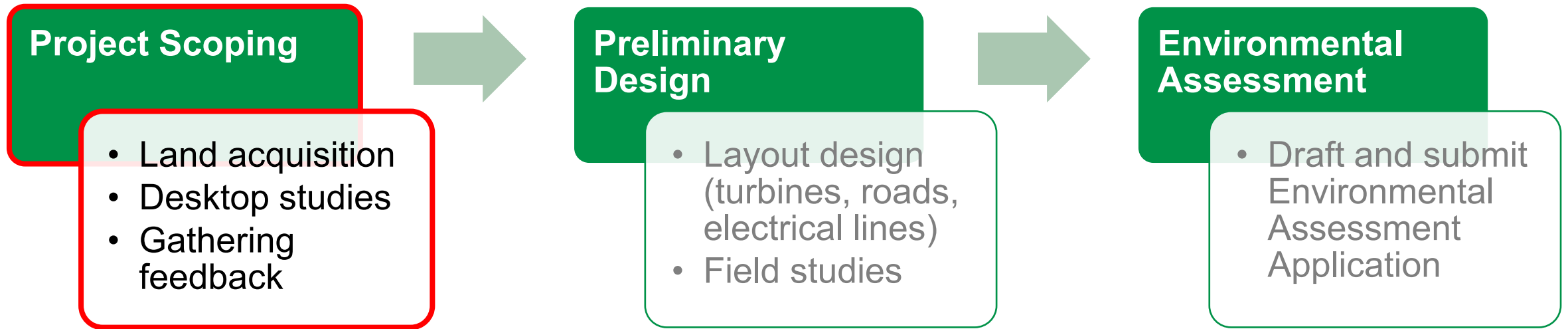
**Project Size: Estimated 100+ MW*
(~16 turbines).**

**Study Area is evolving overtime
with Project consultation,
including:**

- 1. Bridgewater PSC – pulled away
from lakeshore (Minamkeak
Lake)**
- 2. Landowner Interest –
Extension to the northwest to
accommodate new interested
landowners. Currently 50
landowners, 5,000+ acres**



Project Development Process



Still at the **Information Gathering** stage: individuals, citizen groups (Bridgewater Watershed Protection Alliance), government(s).

Land campaign is winding down to a few key properties, but Invenergy continues to consult with any local landowners that reach out.

2023 onward – will likely begin preliminary environmental field studies.

Municipality of the District of Lunenburg

- **Reaching out to the Ministry of Transportation to discuss road use**
- **Open to review candidates for community benefits**
- **Land use zoning and wind energy**
- **Questions? Comments?**

Environmental Assessment Timeline



Questions, Comments

Richard Deacon, Project Manager

Richard is based out of the Canadian head office and has been developing renewable energy projects with Invenergy since 2006. Among other ties to Nova Scotia, he is a graduate of Dalhousie University and has many family members in the province.

RDeacon@invenergycanada.com

Jen Ng, Senior Associate

Jen is also based out of Invenergy's Canadian head office in Toronto and has been developing renewable energy projects for the company since 2017. Jen has a Masters degree in Environmental Studies from Toronto's York University.

JNg@invenergy.com

Please visit our Project Website:

www.LaconiaWind.com

Maryse Tremblay, Communications Manager

Maryse is based out of the Quebec office and is a communications professional with 25 years of experience in energy, the environment, and manufacturing. She specializes in media relations, stakeholder management, First Nations engagement, government relations, and social responsibility, and supports Invenergy projects from Quebec to the Atlantic provinces.

Mtremblay@invenergy.com

Courtney Morrison, Community Engagement Coordinator, Strum Consulting

Courtney is the Community Engagement Coordinator at Strum Consulting, working in their Approvals and Permitting division. She is an experienced facilitator with an interdisciplinary academic background focused on environmental assessment, environmental health, and First Nation consultation. Courtney has a background in politics where she gained experience developing outreach strategies and managing stakeholder, public, and Indigenous relations. She has lived and worked in six provinces and brings this regional perspective to her work.

Cmorrison@strum.com

Invenergy

**We're building a
sustainable world.**

Join us. [in](#) [f](#) [twitter](#) [instagram](#)



Council

Item: #10.1

Date: November 8, 2022

Authorization: T. MacEwan

October 1, 2022

Mayor Matt Risser
Town of Lunenburg
119 Cumberland St. Lunenburg, NS B0J 2C0

Mayor Carolyn Bolivar-Getson
Municipality of the District of Lunenburg
10 Champlain Drive, Cookville, NS, B4V 9E4

Dear Mayors Risser & Bolivar-Getson:

At a recent meeting of the trustees, the board voted to investigate transferring the management of the common lands to the Nova Scotia Nature Trust. The trustees respectfully request municipal assistance in the form of staff time and any legal advice required to determine whether this option will ensure the future protection of the common lands for your citizens. A brief summary of the trustees and the issues facing the management of the commons is attached for your information.

Sincerely,



Eric Walters,
Chair
Trustees of the Lunenburg Common Lands

Memorandum

To: Trustees of the Lunenburg Common Lands

Cc: Tom MacEwan, CAO, MODL
Kevin Malloy, Interim CAO, Town of Lunenburg

From: Alex Dumaresq, Deputy CAO, MODL

Date: May 26, 2022

Re: Options Report – Management of Common Lands

Background:

History & Context

The precedent for the peoples' legal right to use common lands was codified in English law traditions in 1215 with the magna carta. Typical uses for common lands include: the right to collect fuel, right to graze animals, the right to cut vegetation for bedding, right to pick berries, the right to fish, and right to air and exercise. Enclosure acts have been passed for centuries in an attempt to prevent the transfer of these lands into individual private hands, thereby eroding the public space.

Over time, traditional common land uses have gradually fallen away. For example, most common lands space are no longer used for grazing or for the collection firewood. Some traditional uses have persisted, most notably the right to air and exercise, or recreation.

Land in Nova Scotia is roughly 70% privately owned, which is a high percentage compared to the Canadian average. In addition, there is a high degree of development pressure on coastal areas today. A longstanding pressure on real estate has been the market for retirement and second homes in picturesque communities. More recently remote work and pandemic population changes have added to the market pressure on communities like Blue Rocks and Lunenburg.

Common lands Legislation

The listing below provides some of the legislative highlights relating to the Lunenburg common lands, which originate from an 1785 grant from the English King:

- Feb 7, 1875: an Act Respecting Common Lands in Lunenburg is passed by the Provincial Legislature preserving the crown grants for public use;
- Chapter 72 of the Acts of 1897: This legislation creates the board of trustees to manage the lands east of the Town of Lunenburg;

- 1981: the Act is amended to prohibit the sale of common land;
- 1997 – the Act is amended to prevent the loss of common lands via “squatting”;
- 2002 – the Act amended to prevent sale unless it is for a cemetery or other special community purpose and requires a public meeting duly advertised before being allowed to sell - the Act states there is to be a vote of for the public by secret ballot before the Trustees sell any land; and
- 2017: the act was amended to transfer the lands within the Town’s boundaries to full control of the town.

Composition of Trustees

Currently, the trustees are incorporated via Provincial legislation. They are a legal entity separate from both the province and both local governments. The authority and limits to these powers all derive from provincial legislation, including the composition of the Board. The board is to include five members: one appointee by the supreme court, two appointees by the town of Lunenburg, and two appointees by MODL.

Issues:

Several issues challenge the effective management of the Lunenburg common lands in the present day.

Societal changes

Recent demographic and real estate trends threaten the traditional community management that has guided and supported the trustees in the past. Lunenburg County is experiencing a long and stable trend of an aging population. This aging trend is exacerbated by increases in seasonal residents can reduce the pool of possible volunteers. Furthermore, volunteering preferences have been changing, resulting in smaller pool of community members interested in serving on governance and operating boards of small community organizations. Finally, growing wealth inequality creates increased pressure on households to have all working aged members generating income outside of the home, reducing the amount of time available for volunteer work.

Organizational demands

Societal trends also put pressure on the functions and duties expected of volunteer organizations. The increasing specialization and legalization of our society demand a level of risk management and organizational sophistication not previously demanded from community driven non-profits.

In particular, the need for an understanding of legal implications of a board's actions, and the need for insurance to mitigate losses and protect members places undue strain of volunteer groups. The Common Land Trustees do not have the same provisions and protections as a Councillor under the Municipal Government Act (MGA). They have a duty to exercise diligence, honesty and obedience to the object and powers of the entity. Liability can arise where someone challenges the actions of the trustees. Insurance covers if directors did err or overstep in the decisions they are making, and also covers legal defense against such allegations. Insurance for directors is advisable but is an annual cost for an organization that does not have annual revenue

Stable predictable Funding

Diligent management of public lands includes regular surveys, prompt identification of encroachments, and could also include efforts to ensure common land was used for a public purpose, which might entail trail construction, building and maintaining assets or amenities and coordination of historical uses.

For example, in the 1990s Paul George Wallace Tanner surveyed and tried to claim via quit claim deed a 6.7 acre parcel. The trustees took the tanners to court and ultimately succeeded in retaining ownership. The legal cost to defend the common land against private uses are a challenge for a volunteer group with no current revenue sources.

The Trustees do not appear to have a high degree of institutional structure to undertake required activities, and do not currently have reliable revenue sources to incur necessary costs.

Options:

1) Renewed attempt by current trustees to raise funds and reinvigorate trustee model

Trustees have powers established in the Act and could pursue greater stability and engagement of the current members and the broader community. This approach would require a sustained change in the methods and efforts of the membership of the trustees. A plan for generating reliable revenue would be required and a compelling vision provided to the community for the future use of the land to support the new revenue generating efforts. This approach would also require more robust development of roles for the trustees to manage responsibilities including developing and managing revenue sources, procuring professional services, project and organization planning etc.

This approach will always be a challenge to sustain given the nature of how the trustees are selected: even if the councils of the day recognize the value in stability of appointments of an

energized group of trustees, a change during municipal elections could result in new appointments being made.

2) Seek institutional support and specialized assistance from Municipalities

Municipalities have stable revenue sources, institutional stability and access to types of specialized services required of trustees. A request could be made to establish a more intensive relationship with the municipal units, where annual financial support was provided to the trustees to cover regular costs and capital plans/legal defense of the common lands.

because representation is provided from two municipalities, funding would also be sought from both, and some level of stable intermunicipal cooperation would be required. This approach would require staffing time from the two municipalities. Legal services would also be required which can be an issue for MODL due to the capacity of the contracted municipal solicitor. Finally, this option continues to leave the trustees in a position of dependence on municipalities, who's budget and political priorities are prone to change.

3) partnership with community land trust

In contrast to the government-appointed trustees, there are community led groups dedicated to protecting wild and common spaces and operate as self-sustaining non-profit organization. These societies have proven successful where they are organic, as they know their own strengths and have characters and lives of their own. Examples in Nova Scotia include the Mahone Islands Conservation Association (MICA), and the Nova Scotia Nature Trust (NSNT). The Nature Trust has an active land stewardship program and protect over 19000 acres of land in Nova Scotia.

The trustees have two avenues available should they wish to pursue the option of partnering with the NSNT. The group could enter into a conservation easement, where ownership maintained by trustees, but restrict uses and development through agreement. Alternatively, donating the land to the Nature Trust would also protect the land and make the non-profit fully responsible for stewardship.

This approach would provide legal and physical protection of the common lands for the public good. The work would also include a public consultation process to develop management approach and practices, resulting in a legally binding agreement on management of the land. The agreement would not have an expiry, and the nature trust would not be able to divest of the land unless it was to another conservation organization required to uphold the same management of the land.

Recommendation:

Based on the options above, it is recommended that the trustees vote to investigate the donation of the common lands to the Nova Scotia Nature Trust and write to the council of the municipal units to request their assistance in public consultation and the development of a draft agreement for the transfer and protection of the common lands.

Council

Item: #11.1

Date: November 8, 2022

Authorization: T. MacEwan



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

November 1, 2022

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, November 1, 2022, made the following
recommendation to Council:

1. That Municipal Council accept the recommendation of the Finance Committee to award an
Annual Operating Grant to the Flourish Family Well-Being Society in the amount of \$5,000.

Respectfully submitted,

Chairman and Members
Finance Committee

/jer
Attachment

Council
Item: #11.2.1
Date: November 8, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Council
Submitted by: Jeff Merrill, MCIP, LPP, Director of Planning & Development Services
Date: November 8, 2022
Re: Electoral District Boundaries

Recommendation

That the Boundary Review Committee recommends that Council set the tentative electoral district boundaries to Option 6. Further that Council hold a public hearing on the tentative electoral district boundaries on Wednesday November 30, 2022 at 6:30pm at the Municipal Services Building.

Discussion

After seeking public feedback on the size of council, Council at their October 11, 2022, meeting passed a resolution setting the size of council to 10 councillors plus a mayor and directed the Boundary Review Committee to work with staff on drafting revisions to the district boundaries.

Motion 2022-166

“that Municipal Council set the size of council to ten (10) councillors plus a mayor; and further, that Council direct the Boundary Review Committee to work with staff on drafting revisions to the district boundaries that meet the boundary review requirements of the Municipal Government Act”.

In determining the electoral boundaries, the Municipal Government Act (MGA) Section 368.4 outlines the factors to consider, being: number of electors, relative parity of voting power, population density, community of interest and geographic size.

Community of Interest and Geography

After the last election, our Returning officer recommended that during the next boundary review that the electoral boundaries not split communities. Our Returning Officer found that

when council district boundaries divide a community, voters have a difficult time understanding which district they're in and which candidates are running to represent them.

Option 6 was developed with the goal of not dividing communities and to follow travel routes from the service centres. The first iteration of this map did not divide any communities. All boundaries followed the general service area boundaries in the Nova Scotia Civic Addressing File. However, the Committee received feedback from Councillors that there were some communities that it makes sense to split parts between council districts. In these cases, there were either geographic features or local travel routes that made better sense dividing small sections of the community with a council district boundary. Those portions of communities either identify more with the neighbouring community than the residents in their own community or it makes more sense to keep the travel routes continuous. Communities that were divided by a district boundary are as follows:

- The Northern part of the community of Camperdown at the intersection of Camperdown Road and Camperdown School Road (between districts 1 and 3) because of the lakes and travel routes to Lapland and Hebbs Cross;
- A small Southern section of Newcombville along the Lapland Road at the Garber Road intersection that fits better with the travel route from Laconia to Wileville;
- The Eastern section of Waterloo where the Highway 210 flows better being with Chelsea and Newcombville.

Relative parity of voting power

The NSUARB user guide states that the target variance for relative parity of voting power should be $\pm 10\%$ from the average number of electors per district. The municipality must justify any variance exceeding this target in its application to the NSUARB. The larger the proposed variance, the greater the burden on the municipality to justify the higher variance from the average number of electors. Factors that may support higher variances include the need to accommodate population density, community of interest or geographic size.

The relative voter parity for the district boundaries being recommended by the Boundary Review Committee is shown in Table 1 below. Eight of the ten districts fall within the $\pm 10\%$ from the average number of electors per district. There are two districts that exceed the $\pm 10\%$ voter parity. Those are District 5 (New Germany) at +11% and District 7 (Cookville) at -38.4%.

Table 1: Voter Statistics, Proposed Council Districts

District	Voter (2020)	Percent of the total electors (%)	Voter Parity	
			%	#
1	2,079	9.7	-3.2%	-68.6
2	2,119	9.9	-1.3%	-28.6
3	2,221	10.3	3.4%	73.4
4	2,226	10.4	3.7%	78.4
5	2,384	11.1	11.0%	236.4
6	2,195	10.2	2.2%	47.4
7	1,323	6.2	-38.4%	-824.6
8	2,274	10.6	5.9%	126.4
9	2,350	10.9	9.4%	202.4
10	2,305	10.7	7.3%	157.4
Total electors	21,476			
Average electors per district	2147.6			
Total # of Councillors	10			

Voter data: 2020 provincial voter list provided by Elections NS

The service area in Cookville known as “Osprey Village” is projected to increase significantly. Currently there is a 160-unit seniors living complex and a 90-unit apartment building under construction. These units will be completed prior to 2024. There will be another 42-unit apartment building constructed prior to the 2024 election. There are several other large residential developments (totaling 449 units) in the service area that are in the planning stage and will bring a significant number of residents to the community of Cookville. The additional 449 units are planned to be constructed after the 2024 election and before the 2028 election.

The 2020 provincial voters list has 1.98 voters per dwelling unit. The municipality’s housing stock is currently 93% single detached units. The 1.98 voters per dwelling unit in multi-unit buildings maybe not be the right multiplier for the type of housing stock being built in Osprey Village therefore staff used a 1.5 voters per unit multiplier to predict the number of voters coming to Osprey Village. Based on that assumption it’s predicted that by 2024 there will be 438 voters added to Osprey Village (292 units * 1.5 voters/unit = 438 voters). With that one change the voter parity in District 7 increases from -38.4% to -19.6, and District 5 decreases from +11% to +8.8%, Table 2. After 2024 it’s expected that an additional 673 voters (449 units * 1.5 voters/unit = 673 voters) will be added to Osprey Village for a total of 1,111 new voters which would further raise the voter parity in District 7 to +7.8%, see Table 3, bringing all districts within ±10% voter parity.

Table 2: Voter Parity impact of 438 voters added to Osprey Village prior to 2024.

District	Voter Impact of Osprey Village by 2024	Voter Parity	
		%	#
1	2,079	-5.10%	-112
2	2,119	-3.30%	-72
3	2,221	1.40%	30
4	2,226	1.60%	35
5	2,384	8.80%	193
6	2,195	0.20%	4
7	1,761	-19.60%	-430
8	2,274	3.80%	83
9	2,350	7.20%	159
10	2,305	5.20%	114
Total electors	21,914		
Average electors per district	2191.4		
Total # of Councillors	10		

Table 3: Voter Parity impact of 1,111 voters added to Osprey Village prior to 2028.

District	Voter Impact of Osprey Village by 2028	Voter Parity	
		%	#
1	2,079	-8.00%	-180
2	2,119	-6.20%	-140
3	2,221	-1.70%	-38
4	2,226	-1.40%	-33
5	2,384	5.50%	125
6	2,195	-2.80%	-64
7	2,434	7.80%	175
8	2,274	0.70%	15
9	2,350	4.00%	91
10	2,305	2.00%	46
Total electors	22,587		
Average electors per district	2258.7		
Total # of Councillors	10		

Work plan

1. Council to tentatively set district boundaries (Nov. 8)
2. Public hearing conducted on the tentative district boundaries (Nov. 30 at 6:30pm)
3. Council to set Council district boundaries (Nov. 30 or Dec. 13.)
4. Submit application to NSUARB (Dec. 31)

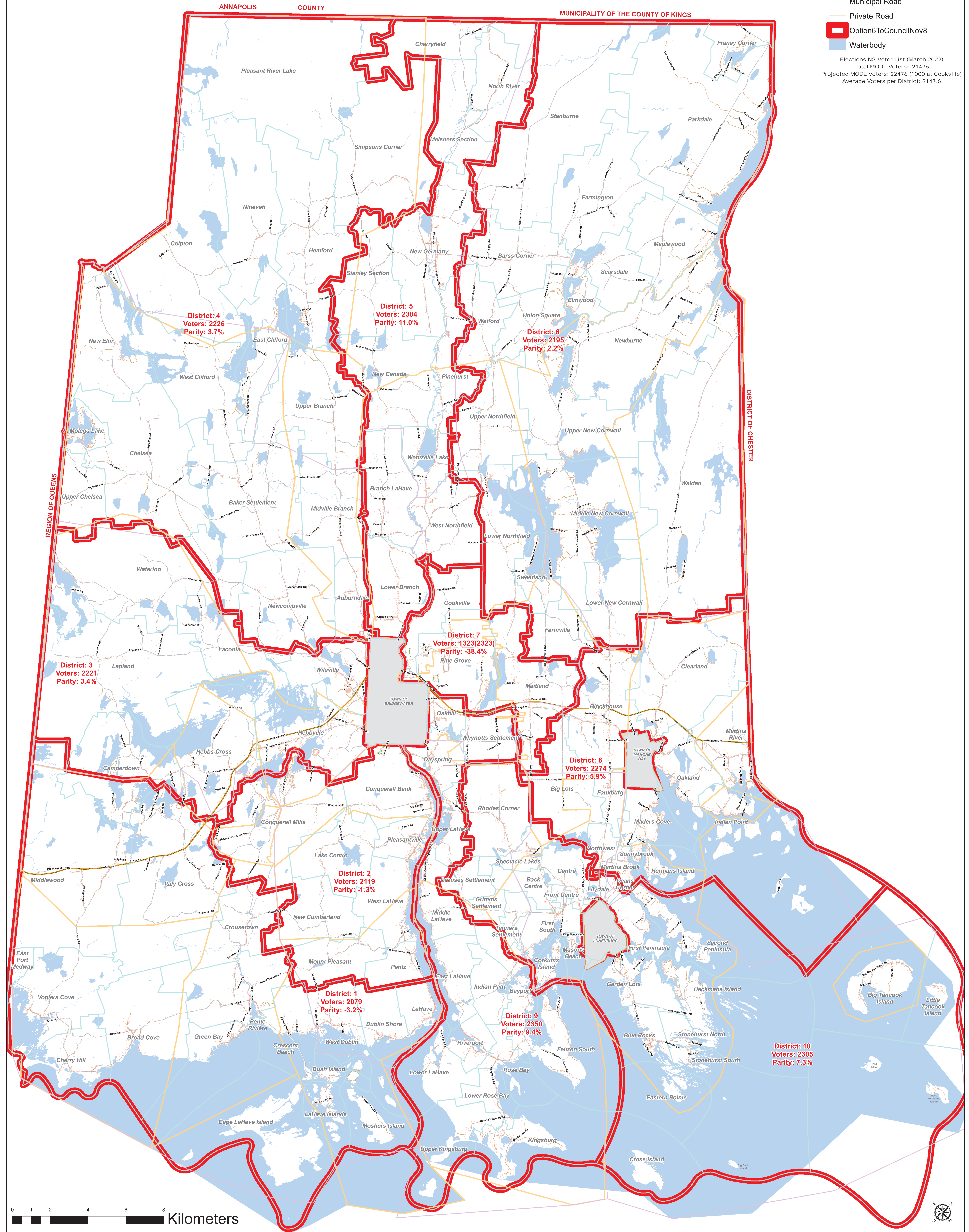
Conclusion

Although the recommended council district map (Option 6) currently exceeds voter parity in two districts, the dense residential growth occurring in Osprey Village will have a significant impact on voter parity during the next two election periods. If Council accepts the recommended district boundary map, Council should set the map as the tentative district boundaries and set a date and time for a public hearing to received feedback on the district boundaries prior to setting the final district boundaries for the NSUARB application.

Report Preparation	
Department	
Report Prepared by	Jeff Merrill, MCIP, LPP, Director of Planning & Development Services
Report Approved by	
Date Reviewed by C.A.O.	

Municipality of the District of Lunenburg TENTATIVE COUNCIL DISTRICT BOUNDARIES Option 6 - November 8, 2022

- ElectorsCivicsMODL
 - Approved Council Districts (2016)
 - Community Boundaries
 - fire_district_lines_wTriDistrict
 - Town Boundaries
 - Highway 103
 - Provincial Road
 - Municipal Road
 - Private Road
 - Option6ToCouncilNov8
 - Waterbody
- Elections NS Voter List (March 2022)
Total MODL Voters: 21476
Projected MODL Voters: 22476 (1000 at Cookville)
Average Voters per District: 2147.6



0 1 2 4 6 8 Kilometers



Council
Item: #12.1.1
Date: November 8, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report to Council

Report To: Council
Submitted By: Melissa Deveau
Date: November 8, 2022
Re: Municipal support for renaming lakes at Upper New Cornwall

Recommended Motion

That the Municipality of the District of Lunenburg endorse swapping the names of S Lake and Lake Misery, and also to rename S Lake to Lake S, located in Upper New Cornwall.

Background

Service Nova Scotia and Internal Services is responsible for the place names in the province, including towns, lakes, rivers, islands and other features found on Nova Scotia maps. They received a request to swap the names of S Lake and Lake Misery and to rename S Lake to Lake S in Upper New Cornwall. According to the applicant, these were always the correct names, just incorrectly applied to the wrong lakes.

A survey was conducted - of the 54 letters sent on July 8th, the result in support of the change was 98.1%.

Included is a copy of the letter sent, along with the survey results.

Budget Implications

There would be no implications to the budget.

Conclusion

The process for the NS Geographic Names Program is to coordinate a public consultation project to the property owners in the area and then obtain a motion of Council's support.

Report Preparation	
Department	Planning and Development Services
Report Prepared by	Melissa Deveau
Report Approved by	
Date Reviewed by C.A.O.	

July 8, 2022

Dear Resident or Property Owner,

Re: S Lake and Lake Misery, Upper New Cornwall, Nova Scotia

Service Nova Scotia and Internal Services is responsible for the names of places including towns, lakes, rivers, islands, and other locations that are featured on Nova Scotia maps. I would like to invite you to participate in a public survey concerning a recent application about two lake names in Upper New Cornwall, Lunenburg, Co. (see attached map).

The application proposes to 1) switch the names of S Lake and Lake Misery and 2) rename S Lake to Lake S. According to local knowledge provided by the applicant, these are the correct names however they were applied to the wrong lake. The one shaped like an 'S' is supposed to be Lake S. Meanwhile, Lake Misery was named due to the often steep and rugged terrain which was not favourable to working in the woods.

There are options for you to share your input. The preferred method is an online survey. Please visit nsplacenames.ca and click on 'Community Engagement' and go to the S Lake and Lake Misery page.

If you would prefer to provide input by email, phone, or mail, you may use the attached survey which includes an addressed envelope. We welcome all responses and feedback for the proposed name changes.

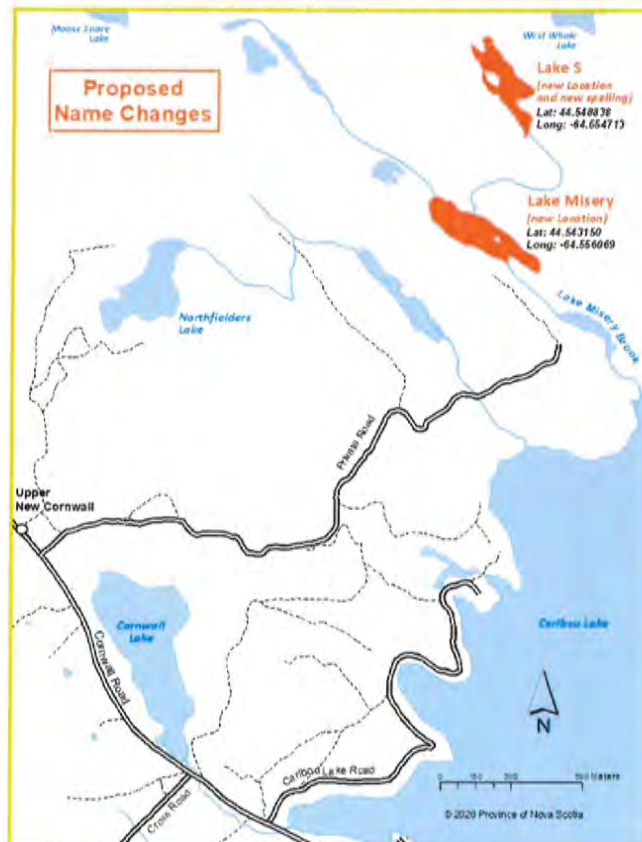
I encourage you to reply to this survey; non-responses will be considered support for the change. The deadline for sending us your feedback is August 31, 2022.

If you have any questions, please email geoinfo@novascotia.ca or call 1-800-798-0706 (Option 0 – General Inquiries).

Sincerely,



Colin MacDonald
Director, Geographic Information Services
Service Nova Scotia and Internal Services



PUBLIC APPROVAL INFORMATION

Ticket # 13972

Name details

§ Lake and Lake Misery, Upper New Cornwall, Lunenburg County

Mailout to residents? **YES**

Mailout/Communication to residents

Number of letters sent: **54**

Number of envelopes returned: **2**

Number of survey responses: **5**

Online responses: **1** (no)

Paper responses: **4** (yes)

Number of survey support: **4**

Number of survey opposition: **1**

Total unresponsive: **47**

Unresponsive consider support? **YES, Mailout stated non-responses will be considered support for the change**

Where no mailout, describe process for gathering support: **N/A**

Percentage of support for change:

51:1, or 98.1%

Council
Item: #12.1.2
Date: November 8, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor Bolivar-Getson and Members of Municipal Council
Submitted by: Jeff Merrill, Director Planning & Development Services
Date: November 8, 2022
Re: Appointment of Building Official – Amanda Esterbrooks

Recommendation

That Council appoint Amanda Esterbrooks as Building Official for the Municipality of the District of Lunenburg.

Discussion

The Nova Scotia Building Code Act (s5.2) requires that Council appoint building officials to administer and enforce the Building Code Act in the municipality. Amanda Esterbrooks has been hired as part of the Inspection Services team for the Regional Building Service, starting on November 14, 2022.

Legislation enables the CAO to appoint fire inspectors and dangerous & unsightly property administrators. As such the CAO will appoint Amanda Esterbrooks as both fire inspector and dangerous & unsightly property administrator.

Our partner municipalities are also making the same appointments as part of the Regional Building Services.

Conclusion

Staff recommends that Council appoint Amanda Esterbrooks as building official for the Municipality.

Report Preparation	
Department	Planning & Development Services
Report Prepared by	Jeff Merrill
Report Approved by	
Date Reviewed by C.A.O.	

Council
Item: #12.1.3
Date: November 8, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Abhi Jain, Sustainability Planner
Date: November 8, 2022
Re: Local Climate Change Action Plan 2030 adoption

Recommendation

Staff recommends the Municipal Council:

“THAT Municipal Council adopt the Local Climate Change Action Plan 2030 as presented.”

Executive Summary

The Municipality of the District of Lunenburg declared a climate emergency and joined the Federation of Canadian Municipalities’ Partners for Climate Protection (PCP) program in 2019. The Municipality committed to navigate the PCP 5-milestone framework by developing and implementing a Local Climate Change Action Plan. This report concerns the 2nd and 3^d milestones of the PCP program: update to the corporate greenhouse gas emissions reduction target and adopting the Local Climate Change Action Plan 2030.

At the April 13, 2021 meeting of the Municipal Council, the Council had set the corporate greenhouse gas emissions reduction target of 40% below the 2019 baseline levels by 2030. The staff assessed the identified corporate climate actions for its GHG reduction potential and determined their impact on emissions reduction by 2030. It has been assessed that the Municipality will achieve an additional 24% below 2019 baseline levels by 2030 because the Nova Scotia Power (NSP) grid will become cleaner over time. When Municipal Council had set the corporate emissions reduction target of 40% below 2019 levels by 2030, that assessment did not consider the business-as-usual scenario. However, when the community emissions reduction target was set, the business-as-usual scenario was included in the assessment. To maintain a consistent approach in the official document, the previously set corporate emissions reduction target has been revised to 64% below 2019 baseline levels by 2030.

At the July 26, 2022 meeting of the Municipal Council, the Council approved the Local Climate Change Action Plan’s Final List of Action Items. Staff had sent the draft version of the LCCAP2030 to all the lead departments, internal and external stakeholders, as well Municipal Council for the feedback. After receiving the feedback, a few changes have been made to the list that are included in this report. The Table 2 and 3 below shows the previous Final List of Action Items. The changes made to the list are highlighted with yellow colour in both the tables. After incorporating the changes, the updated Final List of Climate Actions of are shown in Table 4 and 5 of this report.

Discussion

PCP program, from ICLEI—Local Governments for Sustainability (ICLEI Canada) and the Federation of Canadian Municipalities, consists of a five-milestones framework that guide municipalities to act on climate change by reducing greenhouse gas emissions and building climate resilient communities. The five-milestones of the PCP framework and what milestones MODL has achieved are shown in the Image 1 below.



Image 1: Five-milestones of PCP Framework and the milestones that MODL has achieved

Milestone 1 requires municipalities to conduct an inventory and establish a greenhouse gases (GHGs) emissions baseline. In 2019, MODL achieved its Milestone-1 by creating a community and corporate baseline emissions inventory. This report concerns the 2nd and 3rd milestones of the PCP program: update to the corporate greenhouse gas emissions reduction target and adopting the Local Climate Change Action Plan 2030.

Update to the corporate emissions reduction target

At the April 13, 2021 meeting of the Municipal Council, the Council made the following motion:

“that Municipal Council accept the recommendation of the Finance Committee and choose Option B and set a greenhouse gas emissions reduction target of 40% below the 2019 inventory levels by 2030, as well as make a statement of support for reducing emissions from the LCLC”.

Staff assessed the identified corporate climate actions for its GHG reduction potential and determined their impact on emissions reduction by 2030. Two modeling scenarios were created: ‘Business as Usual’ (BAU) scenario and ‘Low-Carbon Scenario’. BAU scenario assessed the impact on emissions reduction when the Municipality does not act at all. It is estimated that the community GHG emissions will reduce by 24% below 2019 baseline levels by 2030. This is primarily achieved from Nova Scotia Power (NSP) grid becoming cleaner over time. It is projected that the NSP grid’s intensity of 720 grams of CO₂e per kWh in 2019 will reduce to 431 grams of CO₂e per kWh by 2030.

When Municipal Council had set the corporate emissions reduction target of 40% below 2019 levels, that assessment did not consider the business-as-usual scenario. However, when the community emissions reduction target was set, the business-as-usual scenario was included in the assessment. To maintain consistent approach in the official document, the previously set corporate emissions reduction target has been revised in the final LCCAP2030 document presented today.

In ‘Low-Carbon Scenario’, it is estimated that by implementing key action items such as adding solar panels on Municipal buildings, electrifying Municipal fleet, retrofitting Municipal buildings, and solid waste management, the Municipality can achieve an additional 40% emissions reduction from BAU scenario by 2030, leading to a total reduction of 64% below 2019 levels by 2030.

Table-1 below captures MODL’s GHG emissions profile and the projected emissions.

Table 1 - Municipality of the District of Lunenburg GHG Emissions Profile		
Community Emissions		
2019 Community Baseline Emissions 314,346 tonnes CO ₂ e per year	2030 GHG Emissions Reduction Target	Expected Annual Emissions by 2030
	30%	220,042 tCO ₂ e
	2040 GHG Emissions Reduction Target	Expected Annual Emissions by 2040
	65%	110,021 tCO ₂ e
	2050 GHG Emissions Reduction Target	Expected Annual Emissions by 2050
	Net-zero	Net-zero tCO ₂ e
Corporate Emissions		
2019 Corporate Baseline Emissions 1,190 tonnes CO ₂ e per year	2030 GHG Emissions Reduction Target	Expected Annual Emissions by 2030
	64%	428 tCO ₂ e
	2050 GHG Emissions Reduction Target	Expected Annual Emissions by 2050
	Net-zero	Net-zero tCO ₂ e

Revisions to the Local Climate Change Action Plan’s Final List of Action Items

At the July 26, 2022 meeting of the Municipal Council, the Council made the following motion:

“that Municipal Council accept the recommendation of the Sustainability Committee and approve the “Local Climate Change Action Plan’s Final List of Action Items”, as presented”.

The staff had sent the draft version of the LCCAP2030 to all the lead departments, internal and external stakeholders, as well Municipal Council for the feedback. After receiving the feedback, a few changes have been made to the list that was previously approved by the Municipal Council. The Table 2 and 3 below shows the previous Final List of Action Items. The changes made to the list are highlighted in yellow in both the tables. After incorporating the changes, the updated Final List of Climate Actions of are shown in Table 4 and 5 of this report.

Table 2 - Local Climate Change Action Plan's Final List of Action Items

	Main Categories and Proposed Action Items	LCCAP Priority	Key Areas	Lead Department	Investment	Year of Implementation											
						2022	2023	2024	2025	2026	2027	2028	2029	2030			
Mitigation	Category 1 - Energy Efficient Homes and Buildings																
	1	Retrofit existing residential buildings	High	Financial	Planning	\$\$\$											
	2	Energy efficiency standards for new construction	High	Bylaw/MODL 2040	Planning	\$											
	3	Retrofit existing commercial buildings	High	Education	Planning	\$											
	Category 2 - Low Carbon Transportation																
	4	Electric vehicles charging infrastructure	Medium	Financial	Planning & Engineering	\$\$\$											
	5	Electric vehicles promotion and education	Low	Education	Planning	\$\$											
	6	Anti-idling policy	Low	Bylaw/MODL 2040	Planning	\$											
	7	Carshare program	High	Program	Planning	\$\$											
	8	Bikeshare program	High	Program	Planning	\$											
	9	Public transit service	High	Financial	Planning & Economic	\$\$\$											
	10	Active transportation strategy	High	Financial	Planning & Recreation	\$\$											
	Category 3 - Waste Reduction, Recycling and Composting																
11	Waste management and educational programs	High	Education	Region 6 & MJSB	\$												
12	Join in bring your own promotion and subsidy	Medium	Program	Region 6 & MJSB	\$												
Category 4 - Renewable Energy Generation																	
13	Community renewable energy project	Medium	Financial	Economic	\$\$\$												
Adaptation	Category 5 - Natural Environment Protection and Conservation																
	14	Tree planting program	Medium	Program	Recreation	\$											
	15	Land conservation	High	Financial	Planning & Recreation	\$\$\$											
	16	Annual No Mow May event	N/A	Advocacy	Planning & Recreation	\$											
	Category 6 - Sustainable Land Use Planning and Development																
	17	Mixed land use bylaw development	Low	Bylaw/MODL 2040	Planning	\$											
	Category 7 - Local Food Security																
18	Community vegetable garden	High	Program	Economic	\$												
19	Food security programs	High	Program	Planning	\$												
Category 8 - Emergency Preparedness and Response																	
20	Dry hydrants	Medium	Financial	Fire	\$\$												
21	Education on the impacts of climate change	High	Education	REMO	\$												
Capacity Building	Category 9 - Community Engagement																
	22	Council-led advocacy	N/A	Advocacy	Municipal Council	\$											
	23	Community pledges	Low	Advocacy	Planning & Recreation	\$											
	24	Youth engagement	N/A	Advocacy	Planning & Recreation	\$											
	25	Region-wide climate working group	N/A	Advocacy	Planning & Recreation	\$											
	26	MODL environmental and resilience champion award	Low	Program	Planning	\$											
Evolution	Category 10 - Research and Innovation																
27	Advance research and innovation	N/A	Financial	Planning	\$\$												

Legend	
High	Action is supported by more than 75% of the survey respondents
Medium	Action is supported by 60% to up to 75% of the survey respondents
Low	Action is supported by less than 60% of the survey respondents
N/A	Public support unknown

Legend	
	Investment
\$	less than \$10,000
\$\$	\$10,000 - \$100,000
\$\$\$	more than \$100,000

Table 3 - Goals and Targets for Proposed Action Items

	Main Categories and Proposed Action Items	Goals and Targets	
Mitigation	Category 1 - Energy Efficient Homes and Buildings		
	1	Retrofit existing residential buildings	Retrofit up to 1,400 homes by 2030 through Municipal CEF program, EfficiencyNS HomeWarming, as well as other available programs
	2	Energy efficiency standards for new construction	Adopt higher tiered efficiency standards from National Building Code of India 2020
	3	Retrofit existing commercial buildings	Promote EfficiencyNS's commercial retrofit programs
	Category 2 - Low Carbon Transportation		
	4	Electric vehicles charging infrastructure	Conduct feasibility study to install more electric vehicles public charging stations
	5	Electric vehicles promotion and education	Develop educational programs to support and promote the transition to electric vehicles
	6	Anti-idling policy	Create an anti-idling policy for the municipality
	7	Carshare program	Conduct feasibility study for relevant carshare program options
	8	Bikeshare program	Conduct feasibility study for relevant bikeshare program options
	9	Public transit service	Expand MODL public transit services
	10	Active transportation strategy	Support cycling and pedestrian friendly infrastructure
	Category 3 - Waste Reduction, Recycling and Composting		
11	Waste management and educational programs	Develop waste management and educational programs to reduce annual solid waste disposal rate to below 300kg/person from current 487kg/person by 2030	
12	Join in bring your own promotion and subsidy	Launch 'Join In Bring Your Own' program to reduce single use plastics	
Category 4 - Renewable Energy Generation			
13	Community renewable energy project	Conduct feasibility study to develop up to 5MW renewable energy generation project (wind, hydro or solar)	
Adaptation	Category 5 - Natural Environment Protection and Conservation		
	14	Tree planting program	Plant up to 10,000 trees by 2030
	15	Land conservation	Purchase and/or accept land donations, as well as assess other mechanisms such as conservation easements, to protect and/or conserve up to 20% of the identified land and water mass in the Municipality by 2030
	16	Annual No Mow May event	Launch the No Mow May event every year
	Category 6 - Sustainable Land Use Planning and Development		
	17	Mixed land use bylaw development	Develop land use bylaws to support sustainable development by reducing sprawl & energy consumption
	Category 7 - Local Food Security		
	18	Community vegetable garden	Build community vegetable garden as part of Community Hub
	19	Food security programs	Investigate and develop local food security programs or strategy to improve access to and increase production of local food to achieve 20% consumption of local food by 2030
	Category 8 - Emergency Preparedness and Response		
20	Dry hydrants	Restore and install more dry hydrants in the Municipality to ensure availability of adequate water resources during fire related emergencies	
21	Education on the impacts of climate change	Develop programs to provide education on emergency events preparedness and response	
Capacity Building	Category 9 - Community Engagement		
	22	Council-led advocacy	Municipal Council advocate to persuade decision-makers and leaders in other levels of government to act in the best interests of MODL communities
	23	Community pledges	Initiate community pledges to enable community members to pledge to reduce emissions at individual level
	24	Youth engagement	Partner with local schools, institutions, or organizations to support youth engagement for climate action
	25	Region-wide climate working group	Form a region-wide climate working group
26	MODL environmental and resilience champion award	Launch the award to honor individual, businesses, and community groups for their contribution towards climate action	
Agenda	Category 10 - Research and Innovation		
	27	Advance research and innovation	Support research & technological innovations to address climate change

Table 4 - Community Climate Actions Overview

Theme	Main Categories and Climate Actions	Key Areas	Lead Department	Cost	Timeline	
Mitigation	Category 1 - Energy Efficient Homes and Buildings					
	1	Retrofit existing residential buildings	Financial	Planning	\$\$\$	Ongoing
	2	Energy efficiency standards for new construction	Bylaw/MODL2040	Planning	\$	Next
	3	Retrofit existing commercial, institutional, & industrial buildings	Education	Planning	\$	Later
	Category 2 - Low Carbon Transportation					
	4	Electric vehicles charging infrastructure	Financial	Planning & Economic	\$\$\$	Now
	5	Electric vehicles promotion and education	Education	Planning	\$\$	Now
	6	Anti-idling policy	Bylaw/MODL2040	Planning	\$	Now
	7	Carshare program	Program	Planning	\$\$	Later
	8	Bikeshare program	Program	Planning & Recreation	\$	Next
	9	Public transit service	Financial	Planning & Economic	\$\$\$	Now
	10	Active transportation strategy	Financial	Planning & Recreation	\$\$\$	Now
	Category 3 - Waste Reduction, Recycling, and Composting					
11	Waste management and educational programs	Education	Region 6 & MJSB	\$	Next	
12	Join in bring your own promotion and subsidy	Program	Region 6 & MJSB	\$	Now	
Category 4 - Renewable Energy Generation						
13	Community renewable energy project	Financial	Planning & Economic	\$\$\$	Now	
Adaptation	Category 5 - Natural Environment Protection and Conservation					
	14	Tree planting program	Program	Recreation	\$\$	Now
	15	Land conservation	Financial	Planning & Recreation	\$\$\$	Ongoing
	16	Annual No Mow May event	Advocacy	Planning & Recreation	\$	Ongoing
	Category 6 - Sustainable Land Use Planning and Development					
	17	Municipal planning strategy & land use by-law: MODL2040	Bylaw/MODL2040	Planning	\$	Now
	Category 7 - Local Food Security					
	18	Community vegetable garden	Program	Economic	\$	Next
	19	Food security programs	Program	Planning	\$	Next
Category 8 - Emergency Preparedness and Response						
20	Dry hydrants	Financial	Fire	\$\$	Next	
21	Education on the impacts of climate change	Education	REMO	\$	Now	
Capacity Building	Category 9 - Community Engagement					
	22	Council-led advocacy	Advocacy	Municipal Council	\$	Now
	23	Community pledges	Advocacy	Planning & Recreation	\$	Now
	24	Youth engagement	Advocacy	Planning & Recreation	\$	Ongoing
	25	Region-wide climate working group	Advocacy	Planning & Recreation	\$	Now
26	MODL environmental and resilience champion award	Program	Planning	\$	Now	
Evolution	Category 10 - Research and Innovation					
27	Advance research and innovation	Financial	Planning	\$\$	Now	

Timeline Key	
Now	actions that will be initiated/implemented in 2022-2024
Next	actions that will be initiated/implemented in 2025-2027
Later	actions that will be initiated/implemented in 2028-2030
Ongoing	actions that have already been initiated and will continue through the LCCAP2030

Cost Key	
\$	less than \$10,000
\$\$	\$10,000 - \$100,000
\$\$\$	more than \$100,000

Table 5 - Goals and Targets for Community Climate Actions

Main Categories and Actions		Priority	Goals and Targets
Category 1 - Energy Efficient Homes and Buildings			
1	Retrofit existing residential buildings	High	Retrofit up to 1,400 homes by 2030 through Municipal CEF program, EfficiencyNS HomeWarming, as well as other available programs
2	Energy efficiency standards for new construction	High	Adopt higher tiered efficiency standards from National Energy Code of Canada for Buildings 2020
3	Retrofit existing commercial, institutional, & industrial buildings	High	Promote EfficiencyNS's commercial retrofit programs
Category 2 - Low Carbon Transportation			
4	Electric vehicles charging infrastructure	Medium	Conduct feasibility study to install more electric vehicles public charging stations
5	Electric vehicles promotion and education	Low	Make educational programs available to support and promote the transition to electric vehicles
6	Anti-idling policy	Low	Create an anti-idling policy for the municipality
7	Carshare program	High	Conduct feasibility study for relevant carshare program options
8	Bikeshare program	High	Conduct feasibility study for relevant bikeshare program options
9	Public transit service	High	Expand MODL public transit services
10	Active transportation strategy	High	Support cycling and pedestrian friendly infrastructure
Category 3 - Waste Reduction, Recycling, and Composting			
11	Waste management and educational programs	High	Develop waste management and educational programs to reduce annual solid waste disposal rate to below 300kg/person from current 487kg/person by 2030
12	Join in bring your own promotion and subsidy	Medium	Launch 'Join In Bring Your Own' program to reduce single use plastics
Category 4 - Renewable Energy Generation			
13	Community renewable energy project	Medium	Conduct feasibility study to develop up to 5MW renewable energy generation project (wind, hydro or solar)
Category 5 - Natural Environment Protection and Conservation			
14	Tree planting program	Medium	Plant up to 10,000 trees by 2030
15	Land conservation	High	Purchase and/or accept land donations, as well as assess other mechanisms such as conservation easements, to protect and/or conserve up to 20% of the identified land and water mass in the Municipality by 2030
16	Annual No Mow May event	N/A	Launch the No Mow May event every year
Category 6 - Sustainable Land Use Planning and Development			
17	Municipal planning strategy & land use by-law: MODL2040	Low	Develop land use bylaws to support sustainable development by reducing sprawl & energy consumption
Category 7 - Local Food Security			
18	Community vegetable garden	High	Build community vegetable garden as part of Community Hub
19	Food security programs	High	Investigate and develop local food security programs or strategy to improve access to and increase production of local food to achieve 20% consumption of local food by 2030
Category 8 - Emergency Preparedness and Response			
20	Dry hydrants	Medium	Restore and install more dry hydrants in the Municipality to ensure availability of adequate water resources during fire related emergencies
21	Education on the impacts of climate change	High	Develop programs to provide education on emergency events preparedness and response
Category 9 - Community Engagement			
22	Council-led advocacy	N/A	Municipal Council advocate to persuade decision-makers and leaders in other levels of government to act in the best interests of MODL communities
23	Community pledges	Low	Initiate community pledges to enable community members to pledge to reduce emissions at individual level
24	Youth engagement	N/A	Partner with local schools, institutions, or organizations to support youth engagement for climate action
25	Region-wide climate working group	N/A	Form a region-wide climate working group
26	MODL environmental and resilience champion award	Low	Launch the award to honor individual, businesses, and community groups for their contribution towards climate action
Category 10 - Research and Innovation			
27	Advance research and innovation	N/A	Support research & technological innovations to address climate change

Priority Key	
High	Action is supported by more than 75% of the survey respondents
Medium	Action is supported by 60% to up to 75% of the survey respondents
Low	Action is supported by less than 60% of the survey respondents
N/A	Public support unknown

Budget Implications

The LCCAP2030 includes a preliminary financial plan (2021-2025) shown in Table 6 below. The financial plan provides high-level cost estimates for implementing the LCCAP2030's actions. The "**Funded Actions**" includes both community and corporate projects that are already included in the Municipal budget. The "**Unfunded Proposed Actions**" includes new funding requests that support the LCCAP2030's actions but are not currently included in the Municipal budget. Through the municipal budget process, business cases will be prepared for specific actions at the time of implementation, which will provide an opportunity to evaluate these actions with the most up-to-date costs, available grants, resource requirements, and other identified funding sources.

Table 6 - Five-year Financial Plan (2021-2025)								
Sector	Funded Actions (included in Municipal budget)	Budget Type		Budget Year				
		Operating	Capital	2021/22	2022/23	2023/24	2024/25	2025/26
Community	1 Green/climate change projects		✓		\$50,000	\$95,000	\$500,000	\$500,000
	2 Clean energy financing program		✓	\$100,000	\$200,000			
	3 Electric vehicles charging infrastructure study		✓		\$25,000			
	4 Tree planting	✓			\$7,000			
	5 Community pledges	✓			\$4,500			
	6 Environmental champion award	✓			\$5,500			
	7 Public transit projects		✓			\$125,000	\$100,000	
	8 Petite riviere watershed flood mitigation		✓	\$146,000	\$100,000	\$100,000		
Corporate	9 MARC facility & energy assessment		✓		\$75,000			
	10 MARC facility renewal		✓				\$50,000	\$800,000
	11 Engineering dept. vehicles replacement (EV)		✓	\$80,000		\$80,000		
	12 Building inspection vehicles replacement (EV) (4)		✓	\$155,100		\$100,000		\$100,000
	13 Recreational dept. vehicles replacement (EV) (2)		✓				\$80,000	\$80,000
	14 WWTP van & truck replacements (EV)		✓				\$80,000	\$80,000
	15 Solar panels - Municipal services building		✓	\$280,000	\$400,000			
	16 Solar panels - Conquerall Bank WWTP		✓			\$150,000		
	17 Solar panels - New Germany WWTP (incl. pumping stations)		✓			\$175,000		
	18 Solar panels - Cookville WWTP (incl. pumping stations)		✓			\$300,000		
	19 Solar panels - CES Building		✓					\$150,000
Total Funded Action Items:				\$761,100	\$867,000	\$1,125,000	\$960,000	\$1,560,000
Change in Funding Requirement Over Prior Year:				-	\$105,900	\$258,000	-\$165,000	\$600,000
Sector	Unfunded Proposed Actions (not included in Municipal budget yet)	Budget Type		Budget Year				
		Operating	Capital	2021/22	2022/23	2023/24	2024/25	2025/26
Community	1 Clean energy financing program (expansion)	✓				\$500,000	\$1,000,000	\$1,000,000
	2 Carshare program feasibility study	✓				\$25,000		
	3 Land conservation study	✓						\$50,000
	4 Dry hydrants		✓				\$15,000	\$15,000
Total Unfunded Proposed Action Items:				\$0	\$0	\$525,000	\$1,015,000	\$1,065,000
Change in Funding Requirement Over Prior Year:				-	-	\$525,000	\$490,000	\$50,000

Alternatives

Alternatively, the Municipal Council can direct staff to make changes to the Local Climate Change Action Plan 2030 as necessary.

Conclusion

LCCAP2030 plays a key role in guiding MODL towards a climate resilient, healthier, and net-zero carbon future. The Plan outlines how the Municipality will reduce its corporate and community wide GHG emissions, increase climate resilience, and foster sustainable development over the next decade.

Besides emissions reduction, when the Plan is implemented, it will generate many co-benefits for the environment, local economy, and community at large including cost savings on energy bills, green jobs, and positive health benefits. Staff recommends that Municipal Council adopt the Local Climate Change Action Plan 2030 as presented.

Report Preparation	
Department	Planning & Development Services
Report Prepared by	Abhi Jain, Sustainability Planner
Report Approved by	Jeff Merrill, Director
Date Reviewed by C.A.O.	



LOCAL CLIMATE CHANGE ACTION PLAN 2030



**MUNICIPALITY OF THE DISTRICT OF LUNENBURG
NOVA SCOTIA**

The Local Climate Change Action Plan 2030 is a 10-year strategic action plan that will guide the Municipality of the District of Lunenburg toward achieving net-zero greenhouse gas emissions by 2050 and support a climate-resilient, healthier, and sustainable future.

This document meets the requirement of Partners for Climate Protection (PCP) Program's Milestone 2 and 3.

This document is final and was approved by Municipal Council on November 8, 2022.



Municipality of the District of Lunenburg

© 2022, All rights reserved.

MESSAGE FROM MUNICIPAL COUNCIL

Dear Municipal Residents and Visitors,

The Municipal Council is pleased to present to you the 'Local Climate Change Action Plan 2030' (LCCAP2030). As the adverse social, economic, and public health effects of climate change continue to increase due to continuous warming of our planet owing to increasing greenhouse gas emissions into the atmosphere, Municipal Council acknowledges that humanity is in a climate emergency and recognizes the need to take leadership role in climate action. In 2019, the Municipality declared a climate emergency and developed this Local Climate Change Action Plan 2030 as part of its commitment to act on climate change. The goals, targets, and climate actions presented in this plan are both achievable and essential, to enable the Municipality to reduce its dependence on fossil fuels and the associated greenhouse gas emissions and become more resilient to the new challenges posed by changing weather patterns. The Municipal Council thanks the Sustainability Committee members for their tireless volunteer efforts and the community members who took part in the plan development process, attended virtual public open houses, completed a community engagement survey, and provided valuable feedback on the proposed climate actions. A climate-resilient and low-carbon community does not come from a plan, but through acting on it. The Municipal Council and its administration are committed to responding to the impacts of climate change and creating a safe, livable, and prosperous community for generations to come. As we embark on this journey of implementation of this plan, we hope to receive your continued support and collaboration.



Front Row (left to right): Councillor Wendy Oickle, Councillor Kacy DeLong, Mayor Carolyn Bolivar-Getson, Councillor Pam Hubley, Councillor Leitha Haysom

Back row (left to right): Councillor Martin Bell, CAO Tom MacEwan, Councillor Sandra Statton, Councillor Reid Whynot, Councillor Michelle Greek, Deputy Mayor Cathy Moore, Councillor Chasidy Veinotte

ACKNOWLEDGMENTS

Indigenous Land Acknowledgement

We would like to begin by respectfully acknowledging that the Municipality of the District of Lunenburg is in Mi'kma'ki, the ancestral territory of the Mi'kmaq people. We honour their original and current connection to the land, ecosystems, and water bodies that the residents of the Municipality interact with, enjoy, and rely on, and that this Local Climate Change Action Plan 2030 is working to protect.

Local Climate Change Action Planning Team

Jeff Merrill, Director of Planning & Development Services

Abhimanyu Jain, Sustainability Planner

Sarah Kucharski, Manager, Corporate Services & Communications

Byung Jun Kang (former Planner)

Zachary Thompson (former Sustainability Planner)

Support Staff

Tom MacEwan, Chief Administrative Officer

Alex Dumaresq, Deputy Chief Administrative Officer

April Whynot-Lohnes, Municipal Clerk

Amy Wamboldt, Grant Coordinator

David Waters, Director of Economic Development

Mark Strickland, Business Development Officer

Elana Wentzell, Director of Finance

Angela Veinot, Accounting Manager

Graham Hopkins, Inspection Services Manager

Stephen Pace, Director of Engineering & Public Works

Jamie Burgess, Municipal Engineer

Trudy Payne, Director of Recreation, Parks & Tourism

Angela Taylor, Regional Educator at Region 6 Solid Waste Management

Christine McClare, Regional Coordinator at Region 6 Solid Waste Management

Stephanie Smits, Outreach & Compliance Supervisor

Angela Henhoeffler, Regional Emergency Management Coordinator

Chris Kennedy, Fire Services Coordinator

Sustainability Committee Members

Deputy Mayor Cathy Moore, Chairperson
Councillor Leitha Haysom, Vice Chairperson
Councillor Kacy DeLong
Councillor Martin Bell
Mayor Carolyn Bolivar-Getson, ex officio
Elmer Garber, Member at Large
Mathias Gebser, Member at Large
Meghan Doucette, Member at Large
Rebecca Macinnis, Member at Large
Councillor Pam Hubley (former Committee Member)
Councillor Reid Whynot (former Committee Member)
Deborah Conner (former Member at Large)
Karley Hewitt (former Member at Large)

Supporting Organizations and Stakeholders



Region 6 Solid Waste Management



EXECUTIVE SUMMARY

The Local Climate Change Action Plan 2030 (LCCAP2030) is the Municipality of the District of Lunenburg’s response to the global climate emergency. Our climate is changing and the global temperature is rising rapidly owing to the increasing concentration of greenhouse gases (GHGs) in the atmosphere. Moreover, Canada is warming twice as fast as rest of the world and the Canadian Arctic is warming at about three times faster than the global rate.¹ The detrimental impacts of climate change are widespread, intensifying, and require us to take an urgent action as a community.

The Municipality declared a climate emergency in 2019 and developed this LCCAP2030 as part of its commitment to act on climate change. The plan is a 10-year strategic action plan that provides the guiding framework for the Municipality to achieve net-zero GHG emissions by 2050 and support a climate-resilient, healthier, and sustainable future.

The LCCAP2030 is divided into the following two chapters:

Chapter 1 – Community Climate Action Plan: A plan that focuses on reducing GHG emissions within the boundaries of MODL (e.g., homes, offices, community vehicles), as well as building a climate-resilient community. The 10 main categories and 27 climate actions identified in this chapter will set forth a pathway for the Municipality to reduce its community GHG emissions and align itself with international efforts to limit global temperature rise to 1.5°C and build a climate-resilient and sustainable community.

The 10 main categories and 27 climate actions are as follows:

Category 1 - Energy Efficient Homes and Buildings			
1	Retrofit existing residential buildings		
2	Energy efficiency standards for new construction		
3	Retrofit existing commercial, institutional, & industrial buildings		
Category 2 - Low Carbon Transportation			
4	Electric vehicles charging infrastructure		
5	Electric vehicles promotion and education		
6	Anti-idling policy		
7	Carshare program		
8	Bikeshare program		
9	Public transit service		
10	Active transportation strategy		
Category 3 - Waste Reduction, Recycling, and Composting			
11	Waste management and educational programs		
12	Join in bring your own promotion and subsidy		
Category 4 - Renewable Energy Generation			
13	Community renewable energy project		
Category 5 - Natural Environment Protection and Conservation			
14	Tree planting program		
15	Land conservation		
16	Annual No Mow May event		
		Category 6 - Sustainable Land Use Planning and Development	
		17	Municipal planning strategy & land use by-law: MODL2040
		Category 7 - Local Food Security	
		18	Community vegetable garden
		19	Food security programs
		Category 8 - Emergency Preparedness and Response	
		20	Dry hydrants
		21	Education on the impacts of climate change
		Category 9 - Community Engagement	
		22	Council-led advocacy
		23	Community pledges
		24	Youth engagement
		25	Region-wide climate working group
		26	MODL environmental and resilience champion award
		Category 10 - Research and Innovation	
		27	Advance research and innovation

¹ Government of Canada. (n.d.). Climate change adaptation in Canada. <https://www.nrcan.gc.ca/climate-change-adapting-impacts-and-reducing-emissions/what-adaptation/10025>

For the community emissions reduction target: **“Municipal Council has set the target to reduce its community emissions by 30% below 2019 baseline emissions level by 2030, 65% below 2019 levels by 2040, and achieve net-zero community emissions by 2050.”**

Chapter 2 – Corporate Climate Action Plan: A plan that focuses on reducing GHG emissions that are directly controlled by MODL (e.g., municipal operations and fleets). The 4 main categories and 10 climate actions identified in this chapter will set forth a pathway for the Municipality to reduce its corporate GHG emissions to achieve net-zero emissions by 2050.

The 4 main categories and 10 climate actions are as follows:

Category 1 - Solar Panels on Municipal Buildings	
1	Install 100kW solar array at Municipal Services Building
2	Install 100kW solar array at New Germany WWTP
3	Install 100kW solar array at Cookville WWTP
4	Install 20kW solar array at Conquerall Bank WWTP
5	Install 20kW solar array at CES Building
Category 2 - Retrofit Municipal Buildings	
6	MARC facility energy assessment & renewal
Category 3 - Electrify Municipal Fleet	
7	Replace 8 Municipal vehicles with EVs
8	Install 3 EV charging stations at Municipal Services Building
9	Ensure waste hauling trucks in the new contract are EVs
Category 4 - Solid Waste Management	
10	Reduce corporate solid waste by 20% from 2019 levels

For the corporate emissions reduction target: **“Municipal Council has set the target to reduce its corporate emissions by 64% below 2019 baseline emissions by 2030 and achieve net-zero corporate emissions by 2050.”**

All the climate actions in the LCCAP2030 are accompanied by a recommended implementation timeline to ensure its timely implementation. Progress made towards the LCCAP2030 will be monitored using several indicators that have been identified in the plan. The Municipality will conduct emissions inventory every three years to evaluate the GHG emissions reduced against the 2019 baseline levels, through the implementation of these climate actions.

As part of the financial strategy, the LCCAP2030 outlines a five-year financial plan (2021-2025) that provides high-level cost estimates for implementing both community and corporate projects. The LCCAP2030 is a living document and as circumstances change at local, provincial or federal level, the Municipality will assess the emerging opportunities and make an informed decision.



TABLE OF CONTENTS

Message from Municipal Council	3
Acknowledgments.....	4
Executive Summary.....	6
List of Acronyms.....	9
Glossary	10
Introduction	11
Climate Change.....	13
Partners for Climate Protection Program	14
Chapter 1 – Community Climate Action Plan	16
2019 Community Baseline Emissions	16
Community Emissions Reduction Targets and Low-Carbon Scenario	18
Community Engagement and Plan Development	20
Community Climate Actions.....	21
Chapter 2 – Corporate Climate Action Plan	51
2019 Corporate Baseline Emissions	51
Corporate Emissions Reduction Target and Low-Carbon Scenario	52
Corporate Climate Actions.....	54
Financial Plan.....	61
Implementation and Monitoring Performance.....	62

LIST OF ACRONYMS

BAU	Business as usual
CEF	Clean Energy Financing
CES	Construction Engineering Flight
CO ₂ e	Carbon dioxide equivalent
EV	Electric vehicle
FCM	Federation of Canadian Municipalities
GHG	Greenhouse gas
ICLEI	International Council for Local Environmental Initiatives
ktCO ₂ e	Kilo tonnes of carbon dioxide equivalent
kWh	Kilowatt hour
LCCAP	Local Climate Change Action Plan
LCS	Low-carbon scenario
MARC	Municipal Activity & Recreation Complex
MJSB	Municipal Joint Services Board
MODL	Municipality of the District of Lunenburg
NECB	National Energy Code of Canada for Buildings
PCP	Partners for Climate Protection
PV	Photovoltaic
Q&A	Questions & Answers
Region 6 SWM	Region 6 Solid Waste Management
REMO	Regional Emergency Management Organization
tCO ₂ e	Tonnes of carbon dioxide equivalent
WWTP	Wastewater treatment plant

GLOSSARY

Business as usual (BAU): This is also called the "high carbon" future. In this scenario, the greenhouse gas (GHG) emissions continue to increase at current rates through the end of the century. This large amount of greenhouse gas emissions results in more severe global warming.

Carbon dioxide equivalent (CO₂e): The number of metric tonnes of CO₂ emissions with the same global warming potential as one metric tonnes of another greenhouse gas.

Climate-resilience: Climate-resilience is the ability to anticipate, prepare for, and respond to hazardous events related to climate that are now unavoidable, such as coastal and inland flooding, intense droughts, heatwaves, stronger hurricanes, and wildfires.

Community climate action plan: A plan that focuses on reducing GHG emissions within the boundaries of MODL (e.g., homes, offices, community vehicles), as well as building a climate-resilient community.

Corporate climate action plan: A plan that focuses on reducing GHG emissions that are directly controlled by MODL (e.g., municipal operations and fleets).

Dry hydrants: A non-pressurized pipe permanently installed in existing lake or stream to provide a supply of water in areas where water is not readily accessible for firefighters to fight fires.

Heat wave: A heat wave occurs when at least three days in a row exceed or reach 30°C.

Low-carbon scenario (LCS): This is also called the "low carbon" future. In this scenario the greenhouse gas emissions increase and peak until about 2050 and then rapidly decline. This decline in emissions leads to less severe global warming than the alternative "business as usual".

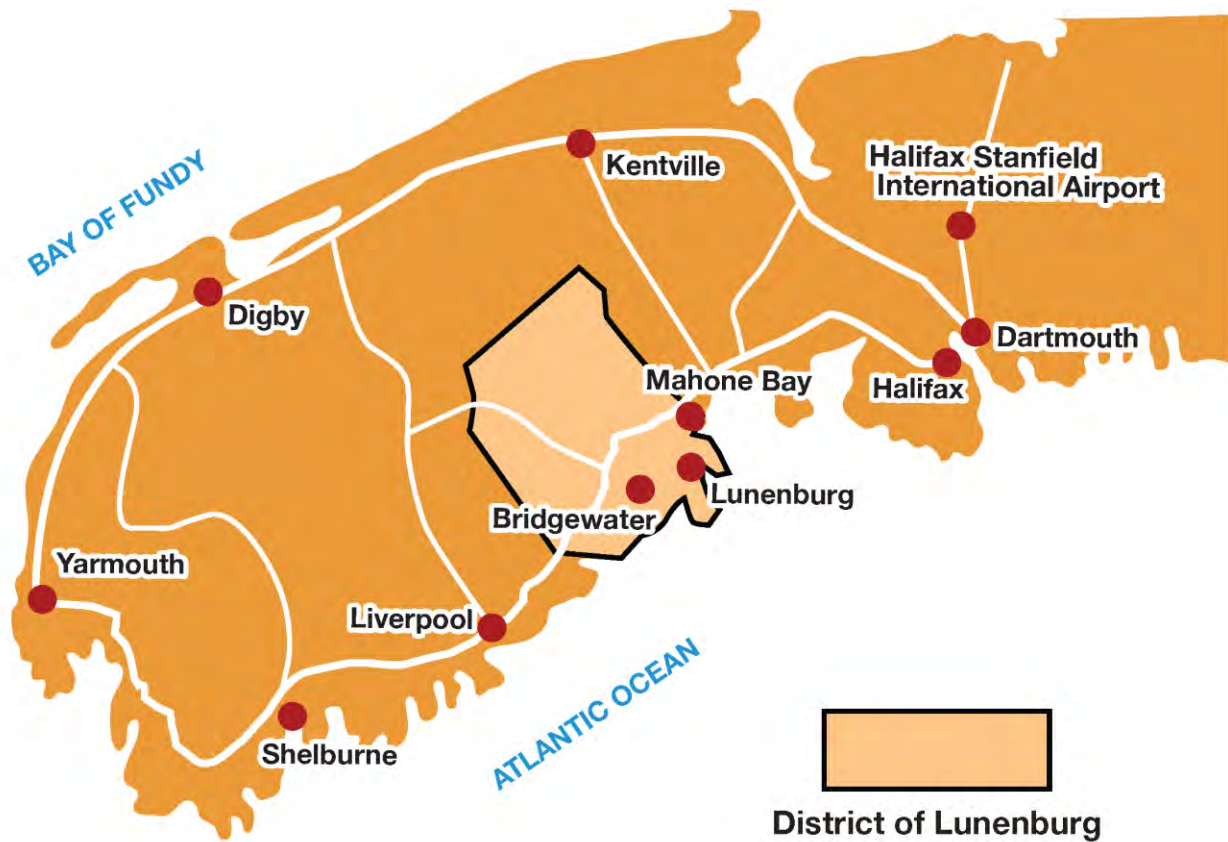
Net-zero emissions: When human-caused (or anthropogenic) GHG emissions are balanced by an equivalent removal of GHG emissions from the atmosphere over a specific period. Achieving a net-zero balance by 2050 will require significant reductions in GHG emissions, while the last small percentage can be achieved through carbon sinks (e.g., forests, soil) that absorb more carbon than they emit.

Paris Agreement: On December 12, 2015, Canada and 194 other countries signed onto the Paris Agreement to fight climate change by limiting the global average temperature rise to less than 2°C and to pursue efforts to limit the increase to 1.5°C. As part of this agreement, Canada agreed to reduce GHG emissions to 40-45% below 2005 levels by 2030 and achieve net-zero emissions by 2050.

Sustainability: The ability of our human society to exist and thrive without depleting the natural resources for the future generations.

INTRODUCTION

The climate of the Municipality of the District of Lunenburg (MODL) is changing and the need to respond to climate change is urgent. Situated on Nova Scotia's South Shore, the MODL is the third largest municipality in the province occupying just over 1700 square kilometers. Largely rural in nature, the Municipality surrounds the Towns of Bridgewater, Mahone Bay, and Lunenburg. The Municipality is home to a population of approximately 25,000 which makes it the fifth largest municipality in terms of population in Nova Scotia. MODL, like many municipalities in Nova Scotia, is faced with the dual challenge of reducing our use of fossil fuels and associated greenhouse gas (GHG) emissions, and proactively adapting our community infrastructure and programs to reduce impacts from severe and changing weather patterns including hotter summers with prolonged heatwaves, drinking water shortage, higher intensity rainfall, increased flooding, and new types of pests and diseases.



In 2019, the Municipality declared a climate emergency and committed to act on climate change by joining the Partners for Climate Protection (PCP) program. The Partners for Climate Protection program is a network of over 500 Canadian municipalities which have committed to reducing GHG emissions and fight climate change.² The program is administered by the Federation of Canadian Municipalities (FCM) in association with the

² Partners for Climate Protection. <https://www.pcp-ppc.ca/>

International Council for Local Environmental Initiatives (ICLEI) that guide local governments through a 5-milestone framework towards reducing GHG emissions. The PCP program mandates the development of a Local Climate Change Action Plan to identify ways to reduce local GHG emissions. This LCCAP2030 is a 10-year strategic action plan that will set the direction for reducing local greenhouse gas emissions and supporting a climate-resilient, healthier, and lower-carbon future. The plan is divided into 2 chapters:

Chapter 1 – Community Climate Action Plan: A plan that focuses on reducing GHG emissions within the boundaries of MODL (e.g., homes, offices, community vehicles), as well as building a climate-resilient community. The 10 main categories and 27 climate actions identified in this chapter will set forth a pathway for the Municipality to reduce its community GHG emissions and align itself with international efforts to limit global temperature rise to 1.5°C and build a climate-resilient and sustainable community. For community emissions reduction target: **“Municipal Council has set the target to reduce its community emissions by 30% below 2019 baseline emissions level by 2030, 65% below 2019 levels by 2040, and achieve net-zero community emissions by 2050.”**

Chapter 2 – Corporate Climate Action Plan: A plan that focuses on reducing GHG emissions that are directly controlled by MODL (e.g., municipal operations and fleets). The 4 main categories and 10 climate actions identified in this chapter will set forth a pathway for the Municipality to reduce its corporate GHG emissions to net zero by 2050. For corporate emissions reduction target: **“Municipal Council has set the target to reduce its corporate emissions by 64% below 2019 baseline emissions by 2030 and achieve net-zero corporate emissions by 2050.”**








CLIMATE CHANGE

What is climate change?

Climate change is a long-term shift in temperatures and weather patterns over a long period of time.³ Our planet is getting hotter. The average global temperature has risen more than 1°C since the industrial era, and that warming is causing the world’s weather patterns to change irreversibly. The impacts of climate change are expected to worsen as the global average surface temperature becomes warmer.

How is MODL’s climate projected to change?

The Table 1 below shows the projected changes in MODL’s climate for two different scenarios: Business as usual and Low-carbon future. Business as usual is when we don’t act on climate change and the GHG emissions continue to increase at current rates. This large amount of greenhouse gas emissions results in more severe global warming. The low-carbon future scenario is where we take climate action and the GHG emissions drop. This decline in emissions leads to less severe global warming than the alternative business as usual scenario. Projections indicate that MODL will experience higher temperatures, more heat waves, rain, snow and an increasing number of severe storms, flooding, and wildfires.⁴

Change	Business as Usual			Low-Carbon Future		
	1976-2005	2021-2050	2051-2080	1976-2005	2021-2050	2051-2080
 Annual Mean Precipitation (mm)	1408	1488	1536	1408	1483	1512
 Annual Mean Temperature (°C)	7.1	9	10.9	7.1	8.9	9.7
 Annual Number of Very Hot Days (+30°C)	2	5	17	2	5	9
 Annual Number of Hot Days (+25°C)	27	51	77	26	49	60
 Annual Warmest Maximum Temperature (°C)	30.4	32.2	34.3	30.4	32.2	33.2
 Annual Number of Heat Waves	0	1	2.1	0	1	1
 Frost-Free Season (days)	160	183	208	160	180	190

Climate hazards pose risks for people, the built environment, natural systems and resources, economies, livelihoods, and safety. Examples of increased risks for MODL include damage to physical infrastructure such as buildings, roads, and WWTPs; stresses on agriculture and food systems; threats to biodiversity and ecosystem resilience; uncertainty for fisheries and forestry; physical adversity and mental health impacts; financial impacts on businesses; and diminished capacity of government to effectively provide public services.

³ United Nations. Climate Action. <https://www.un.org/en/climatechange/what-is-climate-change>

⁴ Climate Atlas of Canada. https://climateatlas.ca/data/city/115/plus30_2030_85/line

PARTNERS FOR CLIMATE PROTECTION PROGRAM

In 2019, the Municipality declared a climate emergency and committed to act on climate change by joining the Partners for Climate Protection (PCP) program. The Partners for Climate Protection program is a network of over 500 Canadian municipalities which have committed to reducing GHG emissions and fight climate change.⁵ The program is administered by the Federation of Canadian Municipalities (FCM) in association with the International Council for Local Environmental Initiatives (ICLEI) that guide local governments through a 5-milestone framework towards reducing GHG emissions.

The 5-milestones of the PCP framework as follows:



PCP framework Milestone 1 requires municipalities to conduct an inventory and establish a greenhouse gases (GHGs) emissions baseline. MODL achieved its Milestone 1 by creating a community and corporate baseline emissions inventory for the year 2019. A community inventory includes buildings (residential, institutional, commercial, industrial), transportation, and solid waste sectors. A corporate inventory includes municipal buildings, fleet, street lighting, water and wastewater treatment, and corporate solid waste. In 2019 emissions from MODL municipal operations and the community totaled 315,536 tCO₂e.

Milestone 2 involves setting an emission reduction target. Milestone 3 is the development of a local action plan to achieve emission reductions. Milestone 4 is the implementation of the local action plan and lastly, Milestone 5 is the ongoing monitoring of progress and results reporting. The 5-milestone framework is individually done for both the municipality's corporate emissions (i.e. municipally-owned operations) and for community-wide emissions.

⁵ Partners for Climate Protection. <https://www.pcp-ppc.ca/>



Chapter 1

Community Climate Action Plan

CHAPTER 1 – COMMUNITY CLIMATE ACTION PLAN

The Community Climate Action Plan focuses on reducing GHG emissions within the boundaries of MODL (e.g., homes, offices, community vehicles), as well as building a climate-resilient community. MODL has committed to achieve community emissions reduction of 30% from 2019 levels by 2030, 65% from 2019 levels by 2040 and achieve net zero emissions by 2050. Achieving this target will cap community emissions at 220 ktCO₂e and lead to a total reduction of 94 ktCO₂e. To achieve the set emissions reduction target and increase climate resilience of the community to adapt to the impacts of the changing climate, the plan has identified 10 main categories and 27 climate actions. The plan includes bold, forward-looking climate actions to help stimulate, support, and allow MODL to lay a foundation for a carbon-neutral future and achieve 30% community emissions reduction from 2019 levels by 2030. Some of these actions are already being implemented while some will lay the groundwork to progress and evolve over time.

2019 COMMUNITY BASELINE EMISSIONS

Community emissions for MODL were first measured in 2020, using 2019 as the baseline year, as part of the PCP Milestone 1 requirements. Total emissions in 2019 were 314,346 tCO₂e and came from a wide mix of energy sources. Figure 1 below shows total emissions by sector while Figure 2 shows emissions by energy source. The community emissions inventory covers all emissions produced within municipal boundaries by the following four sections: Residential buildings, Commercial, Institutional, and Industrial buildings, Community Waste, and Community Vehicles.

As shown in Figure 1, Residential buildings are the highest emitting sector of community inventory followed by community vehicles. Similarly, as seen in Figure 2 electricity is responsible for the majority of GHG emissions in the community sector.

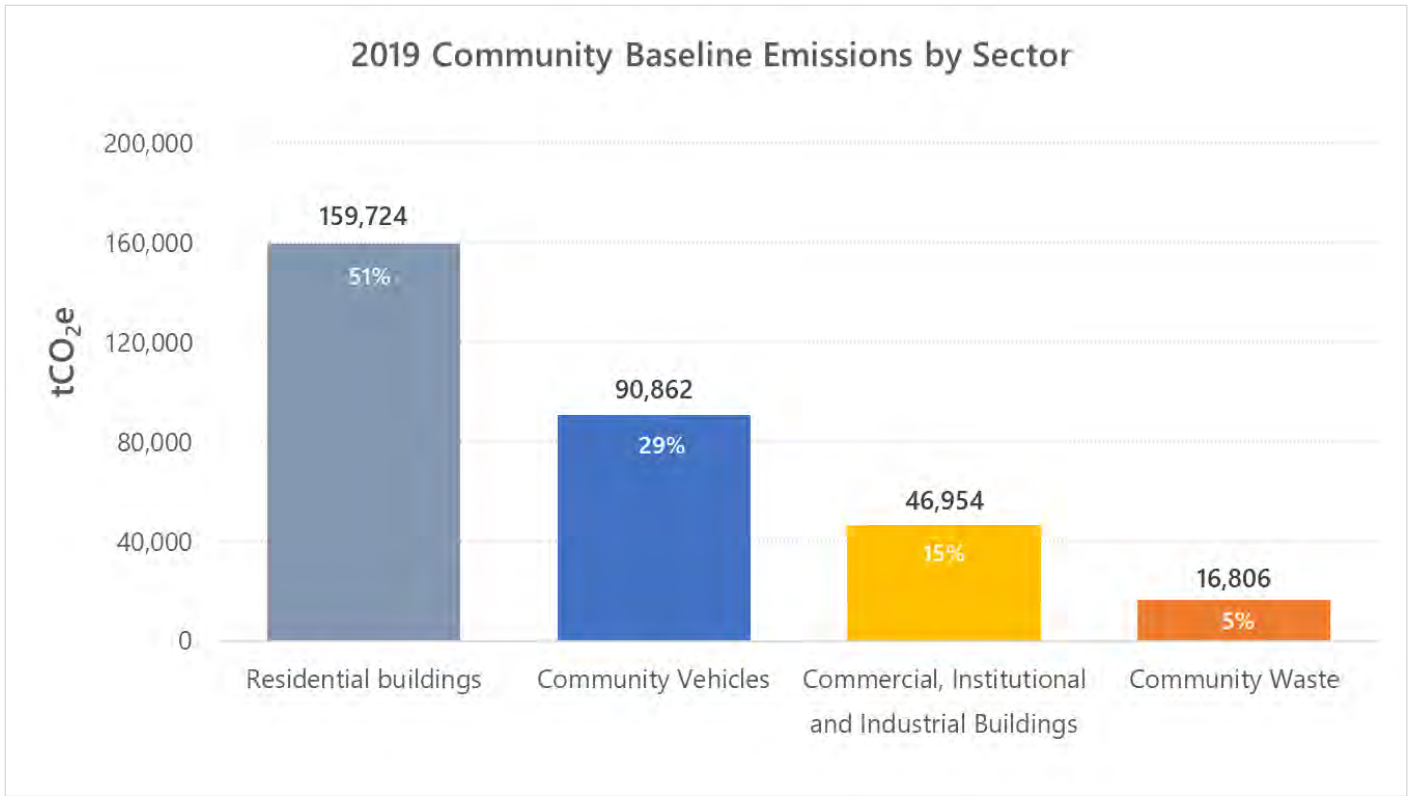


Figure 1 – Community Baseline Emissions by Sector

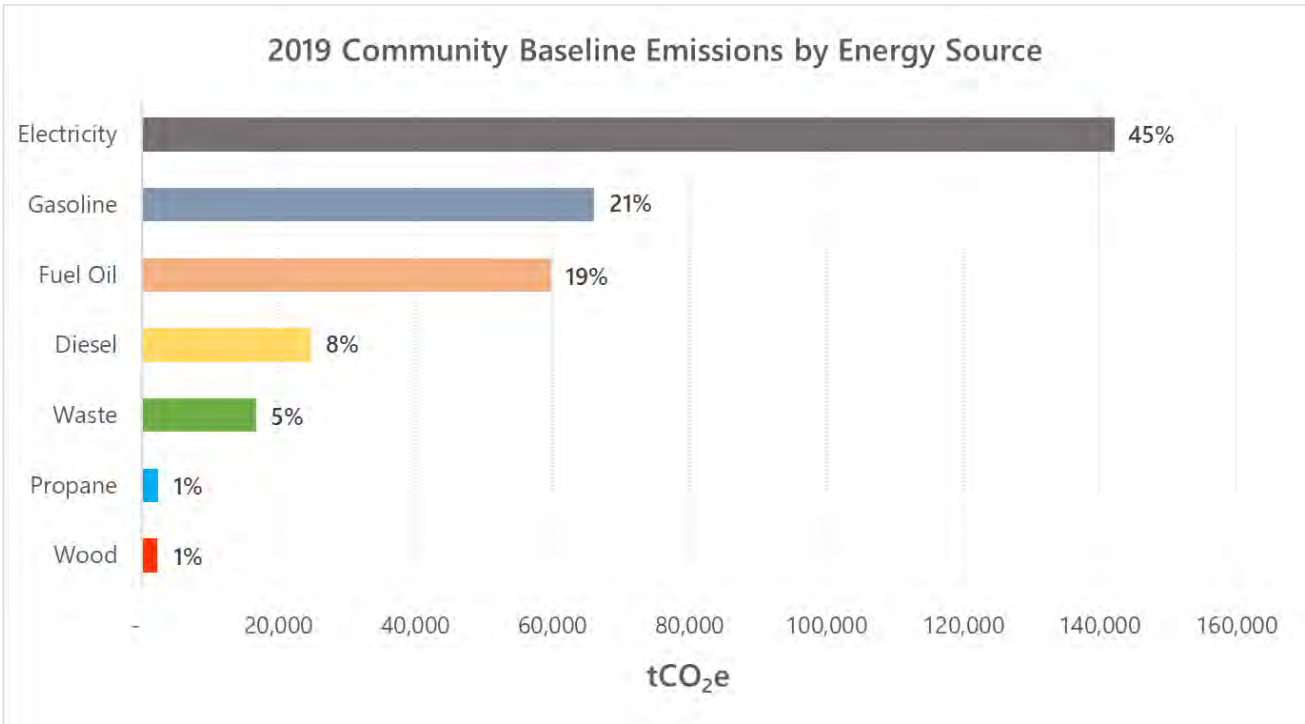


Figure 2 – Community Baseline Emissions by Energy Source

COMMUNITY EMISSIONS REDUCTION TARGETS AND LOW-CARBON SCENARIO

There are two primary methods of setting GHG targets, top-down and bottom-up, referring to the order in which the target and actions are developed. Top-down target setting implies that the target is chosen first and action planning and analysis occurs later. This method of target setting is sometimes referred to as aspirational or visionary. Top-down targets are usually based on targets established by other orders of government or recommended by other organizations. Bottom-up targets are selected after assessing the GHG reduction potential of various actions. Selected actions are analyzed to determine their impact on emissions by the target year. The level of analysis depends on the amount of detail, the scope of actions, and the available resources. The community sets its reduction target based on the actions it expects to implement.

MODL considered a combination of both the methods to set a community emissions reduction target that is aspirational but at the same time realistic and achievable.

Top-down considerations:

At the Federal level, in 2015, Canada signed the Paris Agreement, a legally binding international treaty on climate change. The goal of the agreement is to limit global warming to well below 2°C compared to pre-industrial levels, and to pursue efforts to limit the increase to 1.5°C, recognizing that this will significantly reduce the risks and impacts of climate change. Canada has set an emissions reduction of 40-45% below 2005 levels by 2030 and achieve net-zero emissions by 2050.

At the Provincial level, Nova Scotia through its Environmental Goals and Climate Change Reduction Act, has set the target to reduce GHG emissions by 53% below 2005 levels by 2030 and achieve net-zero emissions in Nova Scotia by 2050.

Bottom-up considerations:

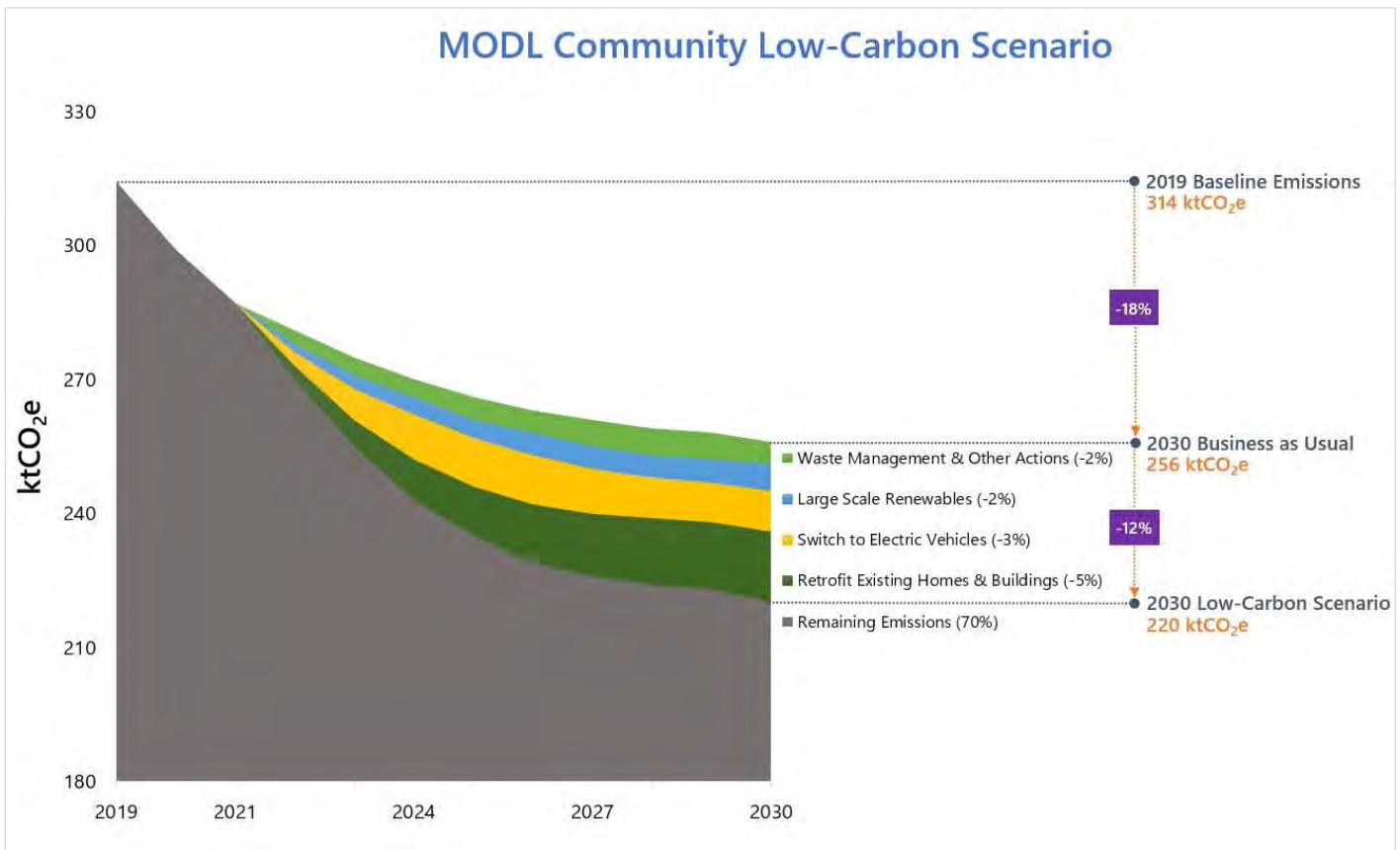
MODL assessed the identified climate actions in LCCAP2030 for its GHG reduction potential and determined their impact on emissions reduction by 2030. Two modeling scenarios were created: 'Business as Usual' scenario and 'Low-Carbon Scenario'. 'Business As Usual' scenario assessed the impact on emissions reduction when Municipality does not act at all. It is estimated that the community GHG emissions will reduce by 18% below 2019 baseline levels by 2030. This is primarily achieved from Nova Scotia Power (NSP) grid becoming cleaner over time. It is projected that the NSP grid's intensity of 720 grams of CO₂e per kWh in 2019 will reduce to 431 grams of CO₂e per kWh by 2030.⁶

⁶ Electricity grid emissions intensities by province. Source: Environment and Climate Change Canada, Strategic Policy Branch, Economic Analysis Directorate, Analysis and Modelling Division

In 'Low-Carbon Scenario', it is estimated that by implementing key action items such as Clean Energy Financing (CEF) program expansion, large scale renewable energy projects, solid waste management, and community members switching to electric vehicles, the municipality can achieve additional 12% emissions reduction from BAU scenario by 2030, leading to a total reduction of 30% below 2019 levels by 2030.

Based on the assessment, MODL has set a community emissions reduction target of 30% below the 2019 baseline emissions level by 2030, 65% below the 2019 baseline emissions by 2040, and achieve net-zero greenhouse gas emissions by 2050.

The MODL Community Low-Carbon Scenario Graph 1 below shows the Baseline Emissions, projected Business as Usual, and Low-Carbon Scenario GHG emissions levels.



Graph 1 - MODL community low-carbon scenario

The Table 2 below provides MODL's community GHG emissions profile and the projected emissions.

Table 2 - Municipality of the District of Lunenburg Community GHG Emissions Profile		
Community Emissions		
2019 Community Baseline Emissions 314,346 tonnes CO ₂ e per year	2030 Emissions Reduction Target	Expected Annual Emissions by 2030
	30%	220,042 tCO ₂ e
	2040 Emissions Reduction Target	Expected Annual Emissions by 2040
	65%	110,021 tCO ₂ e
	2050 Emissions Reduction Target	Expected Annual Emissions by 2050
	Net-zero	Net-zero tCO ₂ e

COMMUNITY ENGAGEMENT AND PLAN DEVELOPMENT

Engagement for the LCCAP2030 was conducted to gather community feedback on the identified main categories and proposed climate actions. Engagement activities for the LCCAP2030 were undertaken from December 2021 until March 2022 and consisted of an online survey, two virtual engagement sessions, a discussion forum on engage.modl.ca project site, and internal and external stakeholder presentations.

The feedback received from all engagement activities was largely in support of the proposed climate actions, with the valuable input provided that shaped the LCCAP2030 development. The online community engagement survey was conducted through project's engage.modl.ca website from the beginning of 14th December 2021 to 28th February 2022. Survey questions asked respondents to express their level of support for proposed climate actions and share comments about the proposed actions. The survey offered an opportunity for broader public participation, with 174 people responding. Most respondents (72%) were somewhat to extremely informed of the impacts of MODL's changing climate. Top ranked climate action was 'Purchase and/or accept land donations for the conservation of natural environment and protection of biodiversity', followed by 'Clean Energy Financing Program Expansion'. The climate action that received the most opposition was 'Create an anti-idling policy for the municipality'. The survey also collected 94 open-ended comments related to the proposed climate actions.

The Municipality hosted two virtual public engagement sessions on the proposed LCCAP2030 climate actions. The virtual engagement sessions featured a staff presentation on an overview of the project followed by a public Q&A with the project team. The engagement sessions were hosted via Microsoft Teams on 9th and 10th February 2022. Virtual engagement sessions were attended by 34 community members. The detailed feedback has been summarized in the What We Heard Report which can be assessed at engage.modl.ca project site. Figure 3 below shows the LCCAP2030 timeline.

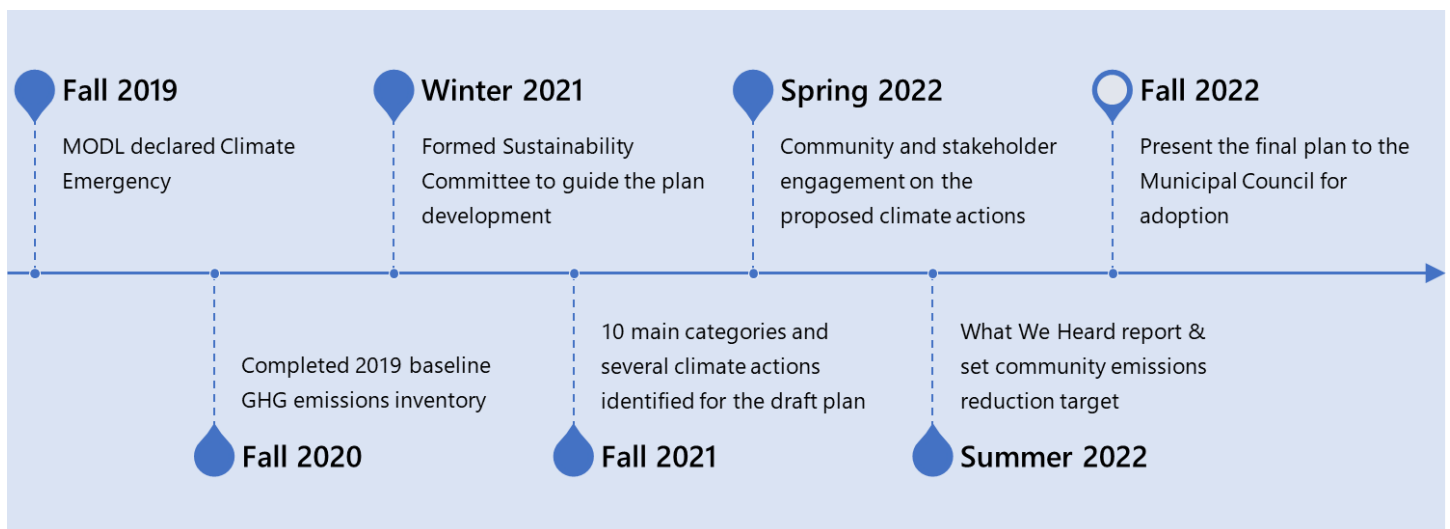


Figure 3 - LCCAP2030 timeline

COMMUNITY CLIMATE ACTIONS

The Table 3 below provides an overview of all the 10 main categories and 27 climate actions of the Plan.

Table 3 - Community Climate Actions Overview						
Theme	Main Categories and Climate Actions		Key Areas	Lead Department	Cost	Timeline
Mitigation	Category 1 - Energy Efficient Homes and Buildings					
	1	Retrofit existing residential buildings	Financial	Planning	\$\$\$	Ongoing
	2	Energy efficiency standards for new construction	Bylaw/MODL2040	Planning	\$	Next
	3	Retrofit existing commercial, institutional, & industrial buildings	Education	Planning	\$	Later
	Category 2 - Low Carbon Transportation					
	4	Electric vehicles charging infrastructure	Financial	Planning & Economic	\$\$\$	Now
	5	Electric vehicles promotion and education	Education	Planning	\$\$	Now
	6	Anti-idling policy	Bylaw/MODL2040	Planning	\$	Now
	7	Carshare program	Program	Planning	\$\$	Later
	8	Bikeshare program	Program	Planning & Recreation	\$	Next
	9	Public transit service	Financial	Planning & Economic	\$\$\$	Now
	10	Active transportation strategy	Financial	Planning & Recreation	\$\$\$	Now
	Category 3 - Waste Reduction, Recycling, and Composting					
11	Waste management and educational programs	Education	Region 6 & MJSB	\$	Next	
12	Join in bring your own promotion and subsidy	Program	Region 6 & MJSB	\$	Now	
Category 4 - Renewable Energy Generation						
13	Community renewable energy project	Financial	Planning & Economic	\$\$\$	Now	
Adaptation	Category 5 - Natural Environment Protection and Conservation					
	14	Tree planting program	Program	Recreation	\$\$	Now
	15	Land conservation	Financial	Planning & Recreation	\$\$\$	Ongoing
	16	Annual No Mow May event	Advocacy	Planning & Recreation	\$	Ongoing
	Category 6 - Sustainable Land Use Planning and Development					
	17	Municipal planning strategy & land use by-law: MODL2040	Bylaw/MODL2040	Planning	\$	Now
	Category 7 - Local Food Security					
	18	Community vegetable garden	Program	Economic	\$	Next
	19	Food security programs	Program	Planning	\$	Next
	Category 8 - Emergency Preparedness and Response					
20	Dry hydrants	Financial	Fire	\$\$	Next	
21	Education on the impacts of climate change	Education	REMO	\$	Now	
Capacity Building	Category 9 - Community Engagement					
	22	Council-led advocacy	Advocacy	Municipal Council	\$	Now
	23	Community pledges	Advocacy	Planning & Recreation	\$	Now
	24	Youth engagement	Advocacy	Planning & Recreation	\$	Ongoing
	25	Region-wide climate working group	Advocacy	Planning & Recreation	\$	Now
26	MODL environmental and resilience champion award	Program	Planning	\$	Now	
Evolution	Category 10 - Research and Innovation					
	27	Advance research and innovation	Financial	Planning	\$\$	Now

Timeline Key	
Now	actions that will be initiated/implemented in 2022-2024
Next	actions that will be initiated/implemented in 2025-2027
Later	actions that will be initiated/implemented in 2028-2030
Ongoing	actions that have already been initiated and will continue through the LCCAP2030

Cost Key	
\$	less than \$10,000
\$\$	\$10,000 - \$100,000
\$\$\$	more than \$100,000

The Table 4 below describes the respective goals and targets set for the 27 climate actions of the Plan.

Table 4 - Goals and Targets for Community Climate Actions			
Main Categories and Actions		Priority	Goals and Targets
Category 1 - Energy Efficient Homes and Buildings			
1	Retrofit existing residential buildings	High	Retrofit up to 1,400 homes by 2030 through Municipal CEF program, EfficiencyNS HomeWarming, as well as other available programs
2	Energy efficiency standards for new construction	High	Adopt higher tiered efficiency standards from National Energy Code of Canada for Buildings 2020
3	Retrofit existing commercial, institutional, & industrial buildings	High	Promote EfficiencyNS's commercial retrofit programs
Category 2 - Low Carbon Transportation			
4	Electric vehicles charging infrastructure	Medium	Conduct feasibility study to install more electric vehicles public charging stations
5	Electric vehicles promotion and education	Low	Make educational programs available to support and promote the transition to electric vehicles
6	Anti-idling policy	Low	Create an anti-idling policy for the municipality
7	Carshare program	High	Conduct feasibility study for relevant carshare program options
8	Bikeshare program	High	Conduct feasibility study for relevant bikeshare program options
9	Public transit service	High	Expand MODL public transit services
10	Active transportation strategy	High	Support cycling and pedestrian friendly infrastructure
Category 3 - Waste Reduction, Recycling, and Composting			
11	Waste management and educational programs	High	Develop waste management and educational programs to reduce annual solid waste disposal rate to below 300kg/person from current 487kg/person by 2030
12	Join in bring your own promotion and subsidy	Medium	Launch 'Join In Bring Your Own' program to reduce single use plastics
Category 4 - Renewable Energy Generation			
13	Community renewable energy project	Medium	Conduct feasibility study to develop up to 5MW renewable energy generation project (wind, hydro or solar)
Category 5 - Natural Environment Protection and Conservation			
14	Tree planting program	Medium	Plant up to 10,000 trees by 2030
15	Land conservation	High	Purchase and/or accept land donations, as well as assess other mechanisms such as conservation easements, to protect and/or conserve up to 20% of the identified land and water mass in the Municipality by 2030
16	Annual No Mow May event	N/A	Launch the No Mow May event every year
Category 6 - Sustainable Land Use Planning and Development			
17	Municipal planning strategy & land use by-law: MODL2040	Low	Develop land use bylaws to support sustainable development by reducing sprawl & energy consumption
Category 7 - Local Food Security			
18	Community vegetable garden	High	Build community vegetable garden as part of Community Hub
19	Food security programs	High	Investigate and develop local food security programs or strategy to improve access to and increase production of local food to achieve 20% consumption of local food by 2030
Category 8 - Emergency Preparedness and Response			
20	Dry hydrants	Medium	Restore and install more dry hydrants in the Municipality to ensure availability of adequate water resources during fire related emergencies
21	Education on the impacts of climate change	High	Develop programs to provide education on emergency events preparedness and response
Category 9 - Community Engagement			
22	Council-led advocacy	N/A	Municipal Council advocate to persuade decision-makers and leaders in other levels of government to act in the best interests of MODL communities
23	Community pledges	Low	Initiate community pledges to enable community members to pledge to reduce emissions at individual level
24	Youth engagement	N/A	Partner with local schools, institutions, or organizations to support youth engagement for climate action
25	Region-wide climate working group	N/A	Form a region-wide climate working group
26	MODL environmental and resilience champion award	Low	Launch the award to honor individual, businesses, and community groups for their contribution towards climate action
Category 10 - Research and Innovation			
27	Advance research and innovation	N/A	Support research & technological innovations to address climate change

Priority Key	
High	Action is supported by more than 75% of the survey respondents
Medium	Action is supported by 60% to up to 75% of the survey respondents
Low	Action is supported by less than 60% of the survey respondents
N/A	Public support unknown

Category 1 - Energy Efficient Homes and Buildings

Action 1 – Retrofit existing residential buildings	
Lead Department Planning	Timeline Ongoing
Goal Retrofit up to 1,400 homes by 2030 through Municipal CEF program, EfficiencyNS HomeWarming, as well as other available programs	



Way forward

MODL will support retrofitting of up to 1,400 existing residential homes to achieve deep energy savings, reduced GHG emissions, and build climate resilience. Financial barriers to undertaking energy efficiency upgrades in homes will be reduced through a range of support mechanisms including expansion of MODL's Clean Energy Financing (CEF) program and offering navigator services to help homeowners better assess the available different provincial and federal financing programs.

MODL will further investigate the opportunity to implement a municipality-wide home energy benchmarking and labelling program. This will enable the municipality to better assess the needs of existing housing stock and improve its current CEF program.

Action 2 – Energy efficiency standards for new construction	
Lead Department Planning	Timeline Next (2025-2027)
Goal Adopt higher tiered efficiency standards from National Energy Code of Canada for Buildings 2020	

Energy Performance Tiers of National Energy Code of Canada for Buildings (NECB) 2020	
Tier 4	60% More Energy Efficient
Tier 3	50% More Energy Efficient
Tier 2	25% More Energy Efficient
Tier 1 MINIMUM CODE	NECB 2020

Way forward

In 2020, the National Research Council of Canada published the National Energy Code of Canada for Buildings (NECB) 2020 that was developed by the Canadian Commission on Building and Fire Codes.⁷ The code introduced a new compliance path with 4 energy performance tiers to provide a framework for achieving higher levels of energy efficiency in buildings. The highest tier 4 is 60% more energy efficient than the minimum code tier 1. These energy standards can be adopted by the municipality to meet its emission reduction targets.

In 2021, Nova Scotia Government stated in its Environmental Goals and Climate Change Reduction Act, that the province will adopt the NECB 2020 within 18 months of it being published by the Federal government.⁸ Following provincial adoption of new building codes, MODL will advance the regulations needed to support and enforce new codes in the region to ensure the new buildings are built to a certain energy efficiency standard.

⁷ Government of Canada. (n.d.). National Energy Code of Canada for Buildings 2020. <https://nrc.canada.ca/en/certifications-evaluations-standards/codes-canada/codes-canada-publications/national-energy-code-canada-buildings-2020>

⁸ Nova Scotia Environmental Goals and Climate Change Reduction Act. (2021). https://nslegislature.ca/legc/bills/64th_1st/1st_read/b057.htm

Action 3 – Retrofit existing commercial, institutional, and industrial buildings	
Lead Department Planning	Timeline Later (2028-2030)
Goal Promote EfficiencyNS’s commercial retrofit programs	



Way forward

The Federal government has added commercial building retrofits to the mandate of Canada Infrastructure Bank which provides financing for large scale energy retrofit projects through its Building Retrofits Initiative⁹. Under this initiative, both public sector and private sector large scale buildings including schools, universities, hospitals, retail chains, and corporations, are eligible to apply. At a provincial level, EfficiencyNS offers several programs and mechanisms tailored towards improving energy efficiency in the commercial, institutional, and industrial sector. These programs/mechanisms include a free energy assessment, rebates of up to 80% on upgrade projects and 24-months interest free financing for qualified businesses.¹⁰ MODL recognizes that a successful transition to an energy efficient and net-zero built environment will require public awareness, education, and engagement every step of the way. MODL will develop educational campaigns to promote and create awareness amongst relevant stakeholders on the available energy efficiency programs/mechanisms at both federal and provincial level. MODL will also explore opportunities to provide incentives to the owners and operators of commercial, institutional, and industrial buildings to conduct energy audits, feasibility studies, and undertake energy efficiency improvement projects.

⁹ Canada Infrastructure Bank. (n.d.). Green Infrastructure. <https://cib-bic.ca/en/sectors/green-infrastructure/>
¹⁰ EfficiencyNS. (n.d.). Small Business. <https://www.energycns.ca/business/business-types/small-business/>

Category 2 – Low-Carbon Transportation

Action 4 – Electric vehicles charging infrastructure	
Lead Department Planning & Economic	Timeline Now (2022-2024)
Goal Conduct feasibility study to install more electric vehicle public charging stations	



Way forward

MODL will conduct a feasibility study to expand its public electric vehicle (EV) charging infrastructure across the municipality to align with current and future EV demand. The key focus areas for the study would include a plan on number of public EV chargers needed in MODL, identify public-private partnership opportunities, provide policy recommendations to increase access to home charging, and recommend educational partnerships needed to position MODL as an EV-ready municipality.

Action 5 – Electric vehicles promotion and education	
Lead Department Planning	Timeline Now (2022-2024)
Goal Make educational programs available to support and promote the transition to electric vehicles	



Way forward

In addition to an adequate public EV charging network, supportive policies, MODL can play an important role in increasing awareness and educating the public on the benefits of EVs. MODL will conduct public outreach campaigns to reach a wider audience and allow members of the public to interact with EVs and learn about evolving green technologies.

MODL will also partner with community colleges and relevant stakeholders to make courses on electric drive trains available to students enrolled in transportation related programs as well as to current automotive workforce members on servicing EVs, and to provide training options needed for first responders in handling incidents involving battery-powered vehicles.

Action 6 – Anti-idling policy	
Lead Department Planning	Timeline Now (2022-2024)
Goal Create an anti-idling policy for the municipality	



Way forward

One of the ways to reduce emissions from our transportation sector is to adopt an anti-idling policy for the municipality. MODL will assess the sites and create no-idling zones to reduce the GHG emissions and the impacts of vehicle pollution.

Action 7 – Carshare program	
Lead Department Planning	Timeline Later (2028-2030)
Goal Conduct feasibility study for relevant carshare program options	



Way forward

MODL will conduct a feasibility study to assess different carshare programs that can be implemented in the region. Carsharing can be an affordable alternate mode of transportation and can be an effective way of reducing vehicle GHG emissions. However, in rural areas such as MODL, the potential success of carshare programs may face challenges. The feasibility study will allow the Municipality to undertake a review of emerging best practices examples from other rural municipalities around North America on carshare services. A carshare program successful in other municipalities may be unsuccessful in another due to differing municipal layouts, transit systems, and demographics. The study will focus on recommendations that are implementable in the MODL region. MODL will also explore opportunities to partner with neighbouring municipalities to assess the feasibility of a region-wide carshare program.

Action 8 – Bikeshare program	
Lead Department Planning & Recreation	Timeline Next (2025-2027)
Goal Conduct feasibility study for relevant bikeshare program options	



Way forward

Bikeshare programs can be effective in advancing healthy lifestyles through physical activity and fresh air while achieving emissions reduction by switching from a car. MODL will conduct feasibility study to assess different bikeshare programs including bike library, public use bicycles, bike cooperative, check-out bikes, and earn-a-bike programs, which can be implemented in the MODL region. MODL will also explore other opportunities to support and facilitate more bicycling in our community.

Action 9 – Public transit service	
Lead Department Planning & Economic	Timeline Now (2022-2024)
Goal Expand MODL public transit services	



Way forward

Presently MODL does not have any established public transit network. The Municipality is exploring opportunities to extend the existing Town of Bridgewater public transit services to serve nearby areas of MODL region. MODL’s Cookville community, being closest to the Town of Bridgewater, is growing quickly and is expected to experience high demand for public transit options. Lack of adequate transit options also poses the challenge of not being able to retain younger residents in the community. MODL recognizes the need to reconsider the conventional approaches to land use and infrastructure. As part of MODL2040, MODL is rebalancing the development patterns that are dispersed, very low density which makes it harder for public transit to thrive. Furthermore, MODL will continue to assess travel needs in its communities, explore viable public transit solutions, and how to bring them to reality.

Action 10 – Active transportation strategy	
Lead Department Planning & Recreation	Timeline Now (2022-2024)
Goal Support cycling and pedestrian friendly infrastructure	



Way forward

MODL developed its last Active Transportation (AT) Plan in 2010. The AT Plan included an inventory of existing active transportation infrastructure, mapping of proposed AT infrastructure improvements, 20-year phased approach for implementation, identifying priorities including cost estimates, an AT policy statement, proposed changes to the subdivision bylaw, and suggestions for funding. MODL will update its AT Plan over the next few years to further build upon the existing plan and pursue other avenues to increase the number of walking and cycling trips. AT is a non-polluting way to travel, and all the car trips displaced by AT trips lead towards emissions reduction. MODL will continue to develop a region-wide connected AT network of on-road and off-road facilities that are convenient, accommodate the needs of existing and future users, and promote an increase in non-motorized vehicle travel, particularly for short distance trips. This network will be supported by various programs, policies and strategies that will help and encourage AT year-round and improve the quality of life for both residents and visitors to the Municipality.

Category 3 - Waste Reduction, Recycling, and Composting

Action 11 – Waste management and educational programs	
Lead Department Region 6 & Municipal Joint Services Board (MJSB)	Timeline Next (2025-2027)
Goal Develop waste management and educational programs to reduce annual solid waste disposal rate to below 300kg/person from current 487kg/person by 2030	



Way forward

One of the effective ways to successfully manage waste is to increase public awareness and participation rate. MODL in collaboration with Region 6 Solid Waste Management (SWM) and MJSB will develop educational programs and public outreach campaigns to enable community members to better understand the issues associated with improper waste management and the environmental benefits of waste prevention, reuse, and recycling.

Action 12 – Join in bring your own promotion and subsidy	
Lead Department Region 6 & MJSB	Timeline Now (2022-2024)
Goal Launch 'Join in Bring Your Own' program to reduce single use plastics	



Way forward

Region 6 SWM and MJSB run a campaign 'Join in Bring your Own' to encourage residents to reduce the use of single of plastics and bring their own things such as mug, bottle, bag, cutlery. MODL will build upon the ongoing JIBYO campaign to support its further expansion and create increased awareness of the impacts of plastic pollution on the environment and how everyday actions can lessen the problem.

Category 4 - Renewable Energy Generation

Action 13 – Community scale renewable energy project	
Lead Department Planning & Economic	Timeline Now (2022-2024)
Goal Conduct feasibility study to develop up to 5MW renewable energy generation project (wind, hydro, or solar)	



Way forward

Community scale renewable energy project offer multitude of benefits including economic benefits, reduced energy costs, reduced GHG emissions, reliable local energy supply supporting energy security, and community ownership and control, which permits energy autonomy and democracy. MODL will conduct a feasibility study to assess possible renewable energy sources and the location of such sources in the Municipality, and to explore the possibilities of future projects that can assist MODL in meeting its energy demands. The study will also conduct a detailed technical and economic analysis of potentially viable projects.

Category 5 - Natural Environment Protection and Conservation

Action 14 – Tree planting program	
Lead Department Recreation	Timeline Now (2022-2024)
Goal Plant up to 10,000 trees by 2030	



Way forward

Trees planting is one of the most engaging environmental activities that community members can take part in to better the environment. Trees provide many benefits including carbon sequestration, improving air quality, improving water retention, and reducing the risk of flooding. MODL will plant up to 10,000 trees by 2030 in collaboration with local community colleges and community champions.

Action 15 – Retrofit existing residential buildings	
Lead Department Planning & Recreation	Timeline Ongoing
Goal Purchase and/or accept land donations, as well as assess other mechanisms such as conservation easements, to protect and/or conserve up to 20% of the identified land and water mass in the Municipality by 2030	



Way forward

In this climate crisis, it becomes even more pressing to protect and conserve our Municipality’s natural resources such as forests and wetlands to increase resilience against the impacts of changing climate. Most of the land in the Municipality is privately-owned including forests. These privately-owned forests are crucial potential carbon sinks and play a significant role in carbon sequestration and storage. MODL will assess policy tools and develop incentives program to influence the private woodlot owners to consider opportunities for forest stewardship. Beside carbon sequestration and storage, land conservation also provides a myriad of other benefits including reduced air and water pollution, preserved wildlife habitats, protected watersheds and wetlands, preserved scenic landscapes and recreational amenities, reduced soil erosion and enhanced soil quality, and reduced negative impacts of flooding. As part of its climate action, MODL will purchase and/or accept land donations, as well as assess other mechanisms such as conservation easements, to protect and/or conserve up to 20% of the identified land and water mass in the Municipality by 2030.

Action 16 – Annual No Mow May event	
Lead Department Planning & Recreation	Timeline Ongoing
Goal Launch the No Mow May event every year	

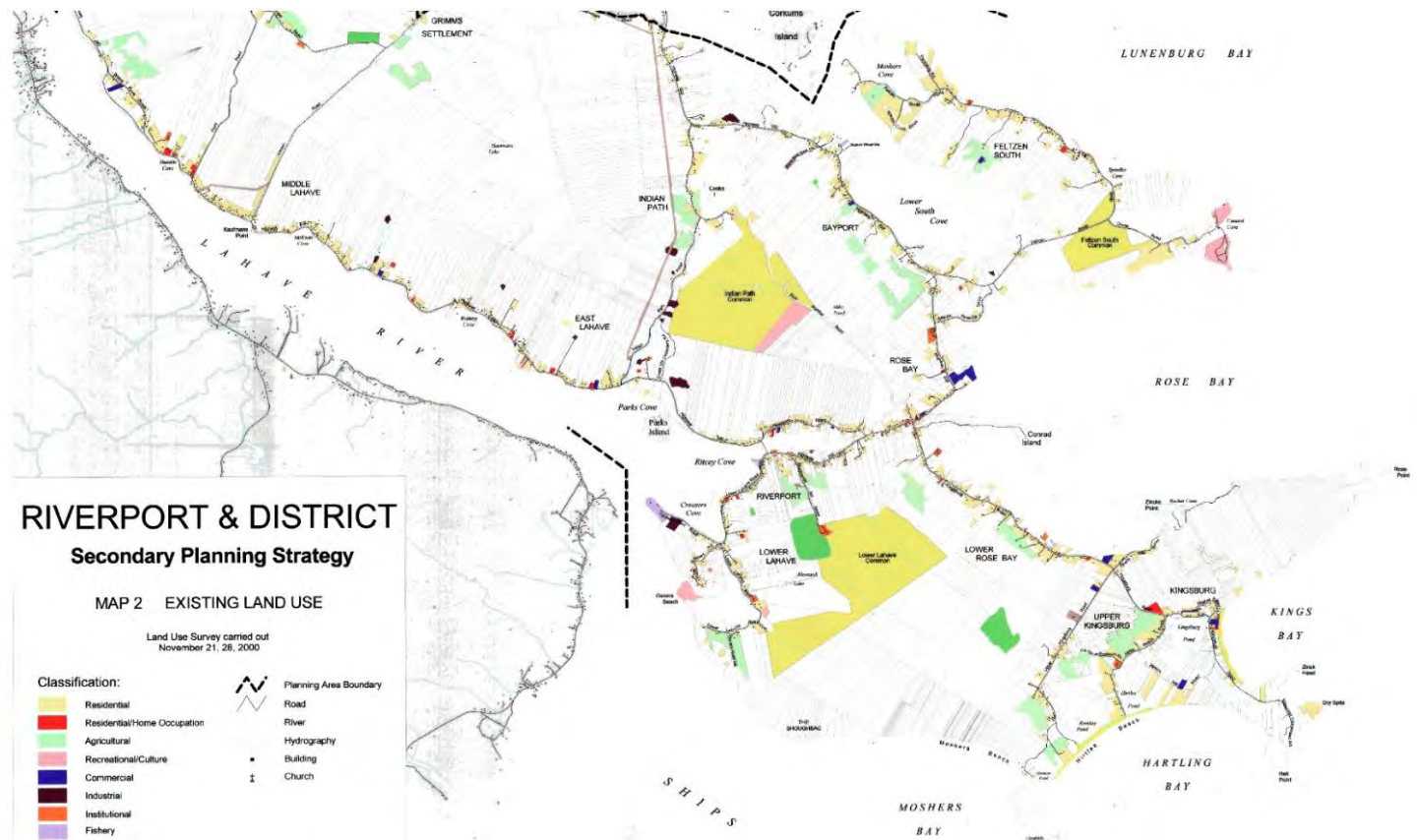


Way forward

In 2022, MODL launched 'No Mow May' event in the region to ask homeowners to pause mowing their lawns or greenspaces for the month of May to protect pollinators such as bees, butterflies, hummingbirds, and other wildlife in the greenspaces. Pollination is an essential part of our food production. Unmown lawns or greenspaces allow flowers, including dandelions, to bloom which provide pollinators and other wildlife with food and a much-needed home in spring. MODL will continue to host the event annually to protect biodiversity

Category 6 – Sustainable Land Use Planning and Development

Action 17 – Municipal Planning Strategy & land use by-law: MODL2040	
Lead Department Planning	Timeline Now (2022-2024)
Goal Develop land use bylaws to support sustainable development by reducing sprawl & energy consumption	



Way Forward

MODL aspires to create age-friendly inclusive communities that are connected, compact and powered with renewable energy. As part of MODL2040 project, the Municipality will also incorporate climate change adaptation planning into its land use planning. MODL recently undertook municipality-wide floodplain and flood-risk mapping to better implement land-use considerations in the region while incorporating ‘protect, accommodate, retreat or avoid’ planning into land-use zoning. In addition, MODL will continue to rebalance the development patterns to create more complete, walkable, and denser communities that offer mixed housing options, easy access to nearby shops, restaurants, schools, and parks.

Category 7 – Local Food Security

Action 18 – Community vegetable garden	
Lead Department Economic	Timeline Next (2025-2027)
Goal Build a community vegetable garden as part of the Community Hub	



Way forward

The Municipality is exploring the feasibility of developing a Community Hub building in the Osprey Village development. A Community Hub will provide shared indoor and outdoor spaces and amenities that can be used by community organizations, groups, and members. Additionally, the building will also offer spaces for a farmers' market, a community vegetable garden and kitchen.

Action 19 – Food security programs	
Lead Department Planning	Timeline Next (2025-2027)
Goal Investigate and develop local food security programs or strategies to improve access to and increase production of local food to achieve 20% consumption of local food by 2030	



Way forward

Access to safe, nutritious, and sufficient food is a basic human right. The Municipality will draw a baseline for current levels of local food consumption in the region to better understand the current situation. MODL will develop food security programs or strategies accordingly to improve access to and increase production of local food to achieve 20% consumption of local food by 2030.

Category 8 - Emergency Preparedness and Response

Action 20 – Dry hydrants	
Lead Department Fire Services Coordinator	Timeline Next (2025-2027)
Goal Restore and install more dry hydrants in the Municipality to ensure availability of adequate water resources during fire related emergencies	



Way forward

With rising global temperatures, the threat of extreme fires also increases. In case of a fire, local dry hydrants play a critical role of providing adequate water in an effective and convenient way to fight the fire. Municipality will assess the current situation of dry hydrants and develop financing mechanism to support regional fire departments to install more dry hydrants across the region and repair the existing ones to ensure Municipal dry hydrant infrastructure is equipped for handling fire emergencies.

Action 21 – Education on the impacts of climate change	
Lead Department Regional Emergency Management Organization (REMO)	Timeline Now (2022-2024)
Goal Develop programs to provide education on emergency events preparedness and response	



Way forward

MODL in collaboration with REMO will develop educational programs integrating preparedness, disaster risk reduction and resilience into education programs to create awareness among community members and prepare them for escaping the harshest impacts of climate change.

Category 9 - Community Engagement

Action 22 – Council-led advocacy	
Lead Department Municipal Council	Timeline Now (2022-2024)
Goal Municipal Council advocates to persuade decision-makers and leaders in other levels of government to act in the best interests of MODL communities	



Way forward

Municipal Council's advocacy is central to driving change and working on behalf of the community residents to access and secure government funding or influence politicians or decision-makers at upper levels of government to act in the best interests of MODL residents. Council-led advocacy can play a vital role in shaping public policy and allocation of resources and ensuring the voices of the Municipal residents are heard.

Action 23 – Community pledges	
Lead Department Planning & Recreation	Timeline Now (2022-2024)
Goal Initiate community pledges to enable community members to pledge to reduce emissions at individual level	



Way forward

MODL will initiate community pledges to encourage community members to take individual action towards reducing GHG emissions and environmental sustainability. Community members have a major role in helping MODL reduce its carbon emissions and build sustainable communities. Community members can take simple actions such as recycling and composting, walking or biking to work, using an electric vehicle, upgrade windows, doors, and insulations at their homes. All these individual actions play a critical role in climate action.

Action 24 – Youth engagement	
Lead Department Planning & Recreation	Timeline Ongoing
Goal Partner with local schools, institutions, or organizations to support youth engagement for climate action	



Way forward

MODL acknowledges the need for more youth-inclusive climate responses and aims to place meaningful youth engagement at the heart of climate action. Climate change will disproportionately impact youth and future generations, and it is essential to work together with the youth and invest in youth leadership for a better present and future. MODL will seek youth participation in decision making, encourage them to share their vision of the future by sitting on a steering committee and further seek their collaboration in the implementation of the plan’s climate actions such as community wide tree planting.

Action 25 – Region-wide climate working group	
Lead Department Planning & Recreation	Timeline Now (2022-2024)
Goal Establish a region-wide climate working group	



Way forward

MODL does not presently have an established regional climate working network and municipalities are primarily working in isolation towards climate action. MODL will develop effective inter-municipal relations to improve municipal capacity to respond to climate emergency priorities. MODL will also host a Climate Emergency Summit in 2023 that will allow the Municipality to mobilize community climate champions and form a regional climate action network of elected officials, staff, and stakeholders with neighbouring municipalities. This will enable municipalities to leverage regional collaboration in joint applications for federal or provincial grants. The established network will further aid in creating new or enhancing existing regional municipal services, such as public electric vehicles charging infrastructure, regional public transit, and carshare services.

Action 26 – MODL environmental and resilience champion award

Lead Department

Planning

Timeline

Now (2022-2024)

Goal

Launch the award to honour individuals, businesses, and community groups for their contribution towards climate action



Way forward

MODL will recognize environmental champions in our communities and honour these individuals, groups, or organizations for their contribution towards reducing GHG emissions and environmental sustainability.

Category 10 – Research and Innovation

Action 27 – Advance research and innovation	
Lead Department Planning	Timeline Now (2022-2024)
Goal Support research & technological innovations to address climate change	



Way forward

MODL will advance the research essential for discovering solutions to the problems that still need to be solved and foster the innovation necessary to achieve rapid decarbonization of our local economy. MODL is already excelling at using technologies to mitigate climate change such as solar Photovoltaic (PV) and electric cars. Over the years, MODL will also further its learning and expertise into technologies such as carbon capture and storage, electricity storage, and producing green hydrogen, which can play a role in not only reducing GHG emissions but also in increasing community resilience. Research and innovation efforts are also critical to improve the performance of climate actions and develop capacities for undertaking long-term ecological transformation to a low-emission and climate-resilient future.



Chapter 2

Corporate Climate Action Plan

CHAPTER 2 – CORPORATE CLIMATE ACTION PLAN

The Corporate Climate Action Plan focuses on reducing GHG emissions that are directly controlled by MODL (e.g., municipal operations and fleets). MODL has committed to achieving corporate emissions reduction of 64% from 2019 levels by 2030 and achieve net zero emissions by 2050. Achieving this target will cap corporate emissions at 428 tCO₂e and lead to a total reduction of 762 tCO₂e. To achieve the set target, the Plan has identified 4 main categories and 10 climate actions to reduce emissions in each of the five sectors: Buildings, Streetlights, Municipal Vehicles, Water and Wastewater, and Solid Waste.

2019 CORPORATE BASELINE EMISSIONS

Corporate emissions for MODL were first measured in 2020, using 2019 as the baseline year, as part of the PCP Milestone 1 requirements. Total emissions in 2019 were 1189.50 tCO₂e from five sectors: Buildings, Streetlights, Municipal Vehicles, Water and Wastewater, and Solid Waste. Emissions were measured for all operations either owned directly by the municipality or contracted out by the municipality. Figure 4 shows total emissions by sector in tCO₂e, while Figure 5 shows 2019 emissions by energy source.

As shown in Figure 4 the Water and Wastewater was responsible for the highest emissions levels, generating 481.82 tCO₂e emissions, while waste from municipal operations accounted for the least at 35.75 tCO₂e. Total emissions from the remaining sectors were Buildings 184.64 tCO₂e, Streetlights 133.17 tCO₂e, and Vehicles 354.10 tCO₂e.

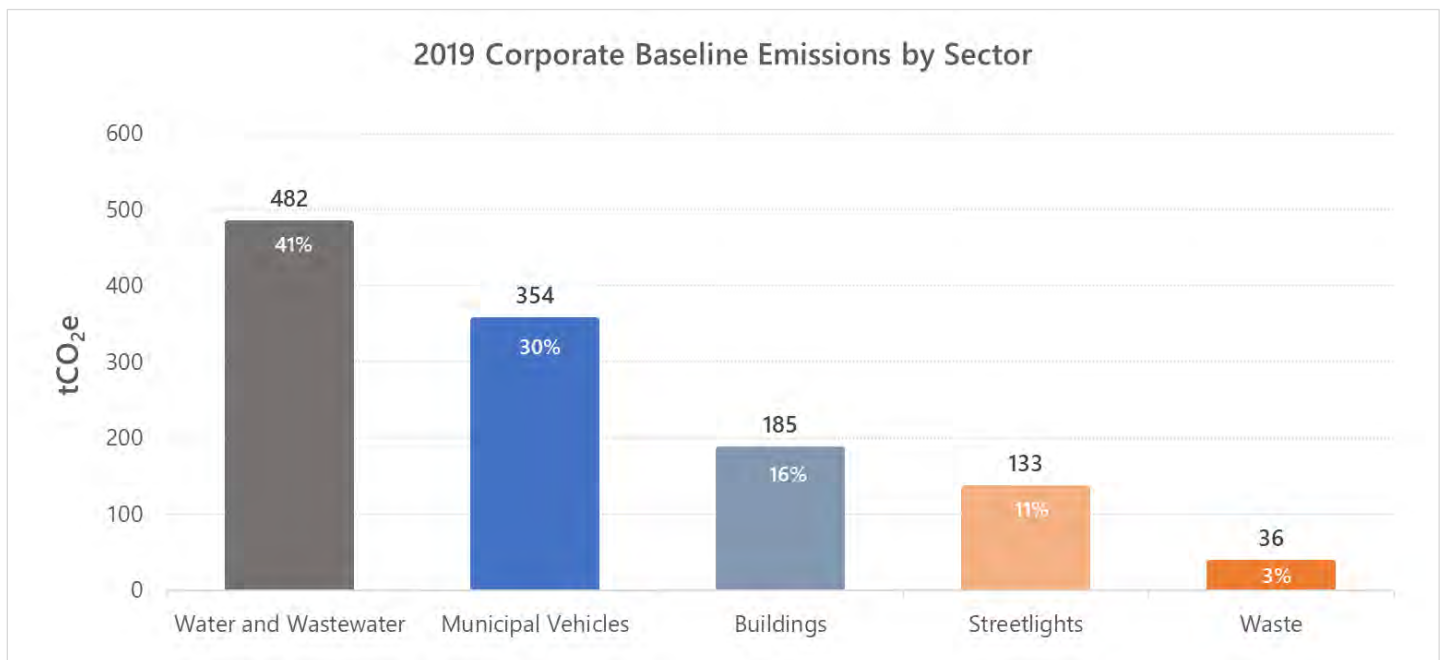


Figure 4 - Corporate Emissions by Sector

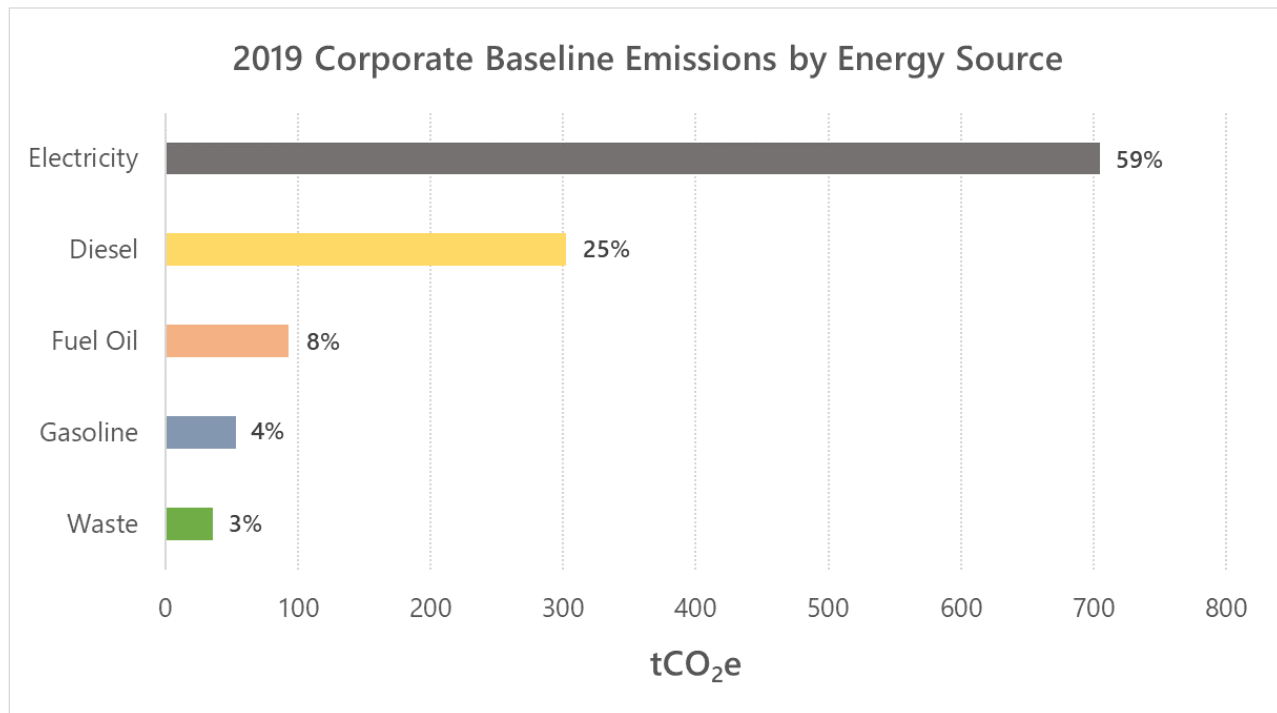


Figure 5 - Corporate Emissions by Energy Source

CORPORATE EMISSIONS REDUCTION TARGET AND LOW-CARBON SCENARIO

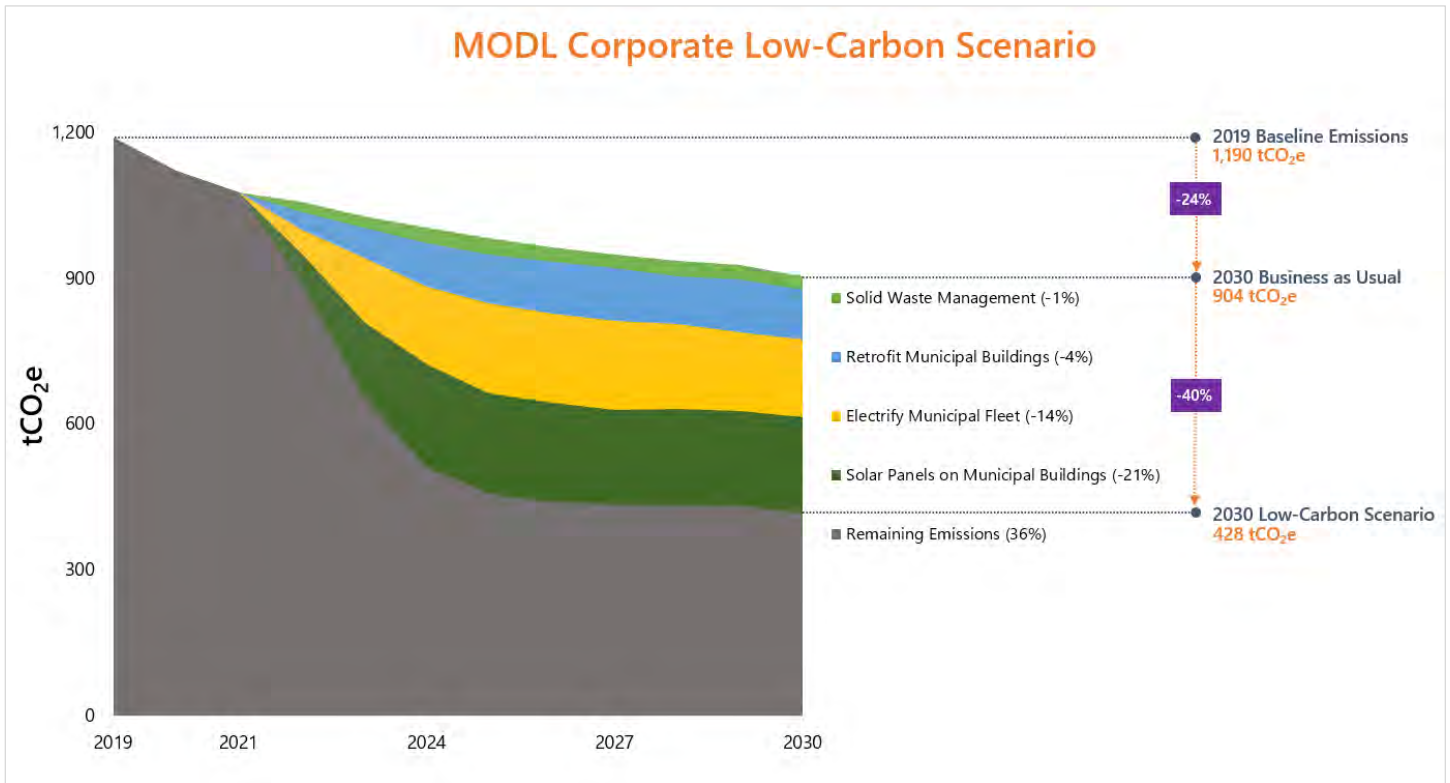
MODL assessed the identified corporate climate actions for its GHG reduction potential and determined their impact on emissions reduction by 2030. Two modeling scenarios were created: 'Business as Usual' scenario and 'Low-Carbon Scenario'. 'Business As Usual' scenario assessed the impact on emissions reduction when the Municipality does not act at all. It is estimated that the community GHG emissions will reduce by 24% below 2019 baseline levels by 2030. This is primarily achieved from Nova Scotia Power (NSP) grid becoming cleaner over time. It is projected that the NSP grid's intensity of 720 grams of CO₂e per kWh in 2019 will reduce to 431 grams of CO₂e per kWh by 2030.¹¹

In 'Low-Carbon Scenario', it is estimated that by implementing key action items such as adding solar panels on Municipal buildings, electrifying Municipal fleet, retrofitting Municipal buildings, and solid waste management, the Municipality can achieve additional 40% emissions reduction from BAU scenario by 2030, leading to a total reduction of 64% below 2019 levels by 2030.

¹¹ Electricity grid emissions intensities by province. Source: Environment and Climate Change Canada, Strategic Policy Branch, Economic Analysis Directorate, Analysis and Modelling Division

Based on the assessment, MODL has set a corporate emissions reduction target of 64% below the 2019 baseline emissions level by 2030 and achieve net-zero greenhouse gas emissions by 2050.

The MODL Corporate Low-Carbon Scenario Graph 2 below shows the Baseline Emissions, projected Business as Usual, and Low-Carbon Scenario GHG emissions levels.



Graph 2 – MODL corporate low-carbon scenario

The Table 5 below provides MODL’s corporate GHG emissions profile and the projected emissions.

Table 5 - Municipality of the District of Lunenburg Corporate GHG Emissions Profile		
Corporate Emissions		
2019 Corporate Baseline Emissions 1,190 tonnes CO ₂ e per year	2030 Emissions Reduction Target	Expected Annual Emissions by 2030
	64%	428 tCO ₂ e
	2050 Emissions Reduction Target	Expected Annual Emissions by 2050
	Net-zero	Net-zero tCO ₂ e

CORPORATE CLIMATE ACTIONS

The Table 6 below provides an overview of all 4 main categories and 10 climate actions of the Plan.

Table 6 - Corporate Climate Actions Overview				
Main Categories and Actions		Lead Department	Cost	Timeline
Category 1 - Solar Panels on Municipal Buildings				
1	Install 100kW solar array at Municipal Services Building	Planning & Engineering	\$\$\$	Ongoing
2	Install 100kW solar array at New Germany WWTP	Planning & Engineering	\$\$\$	Now
3	Install 100kW solar array at Cookville WWTP	Planning & Engineering	\$\$\$	Now
4	Install 20kW solar array at Conquerall Bank WWTP	Planning & Engineering	\$\$\$	Now
5	Install 20kW solar array at CES Building	Planning & Engineering	\$\$\$	Now
Category 2 - Retrofit Municipal Buildings				
6	MARC facility energy assessment & renewal	Planning, Engineering & Recreation	\$\$\$	Next
Category 3 - Electrify Municipal Fleet				
7	Replace 8 Municipal vehicles with EVs	Planning, Engineering & Recreation	\$\$\$	Ongoing
8	Install 3 EV charging stations at Municipal Services Building	Planning & Engineering	\$\$\$	Now
9	Ensure waste hauling trucks in the new contract are EVs	Planning & MJSB	\$\$\$	Next
Category 4 - Solid Waste Management				
10	Reduce corporate solid waste by 20% from 2019 levels	Planning	\$	Now

Timeline Key	
Now	actions that will be initiated/implemented in 2022-2024
Next	actions that will be initiated/implemented in 2025-2027
Later	actions that will be initiated/implemented in 2028-2030
Ongoing	actions that have already been initiated and will continue through the LCCAP2030

Cost Key	
\$	less than \$10,000
\$\$	\$10,000 - \$100,000
\$\$\$	more than \$100,000

Category 1 – Solar Panels on Municipal Buildings



Action 1 – Install 100kW solar array at Municipal Services Building	
Lead Department Planning and Engineering	Timeline Ongoing

Way forward

MODL will install a 100kW solar array on its Municipal Services Building in the 2022-23 fiscal year. The project will allow the Municipality to offset approximately 60% of the annual electricity consumption of the building and reduce GHG emissions by 78 tCO₂e.

Action 2 – Install 100kW solar array at New Germany WWTP	
Lead Department Planning and Engineering	Timeline Now (2022-2024)

Way forward

MODL will install a 100kW solar array on the New Germany Wastewater Treatment Plan (WWTP) in the 2023-24 fiscal year. The project will allow the Municipality to offset approximately 90% of the annual electricity consumption of the facility and reduce GHG emissions by 78 tCO₂e.

Action 3 – Install 100kW solar array at Cookville WWTP	
Lead Department Planning and Engineering	Timeline Now (2022-2024)

Way forward

MODL will install a 100kW solar array on the Cookville WWTP in the 2023-24 fiscal year. The project will allow the Municipality to offset approximately 35% of the annual electricity consumption of the facility and reduce GHG emissions by 78 tCO₂e.

Action 4 – Install 20kW solar array at Conquerall Bank WWTP	
Lead Department Planning and Engineering	Timeline Now (2022-2024)

Way forward

MODL will install a 20kW solar array on the Conquerall WWTP in the 2023-24 fiscal year. The project will allow the Municipality to offset approximately 100% of the annual electricity consumption of the facility and reduce GHG emissions by 15 tCO₂e.

Action 5 – Install 20kW solar array at CES Building	
Lead Department Planning and Engineering	Timeline Now (2022-2024)

Way forward

MODL will install a 20kW solar array on the Construction Engineering Flight (CES) Building in the 2024-25 fiscal year. The project will allow the Municipality to offset approximately 100% of the annual electricity consumption of the facility and reduce GHG emissions by 15 tCO₂e. The CES Building is MODL owned and leased to a third party which may require the Municipality to negotiate new power payment terms in the lease.

Category 2 – Retrofit Municipal Buildings



Action 6 – MARC facility energy assessment & renewal

Lead Department	Timeline
Planning, Engineering & Recreation	Next (2025-2027)

Way forward

MODL will complete an energy assessment of the Municipal Activity & Recreation Complex (MARC) building to explore options to upgrade the building to achieve net-zero emissions. There may be an opportunity to install an 80kW solar array which can offset approximately 100% of the electricity consumption of the facility allowing the MARC to achieve net-zero emissions. This project will allow reduction of 52 tCO₂e emissions from the corporate inventory.

Category 3 – Electrify Municipal Fleet



Action 7 – Replace 8 Municipal vehicles with EVs

Lead Department	Timeline
Planning, Engineering & Recreation	Ongoing

Way forward

MODL currently operates a small fleet made up of 8 vehicles, two tractors, a zero-turn radius lawnmower, and two UTV's. MODL will replace 8 vehicles in its fleet with EVs by 2030. In 2021-22 fiscal year, MODL has already replaced 2 vehicles with EVs. The remaining 6 vehicles will be replaced during the 2023-2025 period. Replacing the Municipal fleet with EVs will reduce emissions by 20 tCO₂e.

Action 8 – Install 3 EV charging stations at Municipal Services Building	
Lead Department Planning & Engineering	Timeline Now (2022-2024)

Way forward

As the Municipality replaces its vehicle fleet with EVs over the coming years, it also requires supporting EV charging infrastructure. MODL presently has 1 EV level-2 charger (with 2 charging ports) installed at the Municipal Services Building. With 6 new EVs expected to be added to the fleet, MODL will install 3 more EV level-2 charging stations with 6 charging ports, during the 2022-24 period.

Action 9 – Ensure waste hauling trucks in the new contract are EVs	
Lead Department Planning & MJSB	Timeline Next (2025-2027)

Way forward

MODL contracts out waste collection trucks which produced 299.58 tCO₂e in 2019. Presently MODL has four waste trucks that it contracts out. MODL will ensure all waste trucks in the new contract are EVs by 2030, that will allow MODL to reduce emissions by 149 tCO₂e.

Category 4 - Solid Waste Management



Action 10 – Reduce corporate solid waste by 20% from 2019 levels	
Lead Department Planning	Timeline Now (2022-2024)

Way forward

Municipality will prepare a corporate waste management strategy to assess the type of waste that is being produced by facilities and plan mechanisms that will allow reduction of corporate solid waste by 20 percent from 2019 levels.

FINANCIAL PLAN

The five-year financial plan (2021-2025) in Table 7 below provides high-level cost estimates for implementing the LCCAP2030's actions. The "Funded Actions" includes both community and corporate projects that are already included in the Municipal budget. The "Unfunded Proposed Actions" includes new funding requests that support the LCCAP2030's actions but are not currently included in the Municipal budget. Through the municipal budget process, business cases will be prepared for specific actions at the time of implementation, which will provide an opportunity to evaluate these actions with the most up-to-date costs, available grants, resource requirements, and other identified funding sources.

Table 7 - Five-year Financial Plan (2021-2025)								
Sector	Funded Actions (included in Municipal budget)	Budget Type		Budget Year				
		Operating	Capital	2021/22	2022/23	2023/24	2024/25	2025/26
Community	1 Green/climate change projects		✓		\$50,000	\$95,000	\$500,000	\$500,000
	2 Clean energy financing program		✓	\$100,000	\$200,000			
	3 Electric vehicles charging infrastructure study		✓		\$25,000			
	4 Tree planting	✓			\$7,000			
	5 Community pledges	✓			\$4,500			
	6 Environmental champion award	✓			\$5,500			
	7 Public transit projects		✓			\$125,000	\$100,000	
	8 Petite riviere watershed flood mitigation		✓	\$146,000	\$100,000	\$100,000		
Corporate	9 MARC facility & energy assessment		✓		\$75,000			
	10 MARC facility renewal		✓				\$50,000	\$800,000
	11 Engineering dept. vehicles replacement (EV)		✓	\$80,000		\$80,000		
	12 Building inspection vehicles replacement (EV) (4)		✓	\$155,100		\$100,000		\$100,000
	13 Recreational dept. vehicles replacement (EV) (2)		✓				\$80,000	\$80,000
	14 WWTP van & truck replacements (EV)		✓				\$80,000	\$80,000
	15 Solar panels - Municipal services building		✓	\$280,000	\$400,000			
	16 Solar panels - Conquerall Bank WWTP		✓			\$150,000		
	17 Solar panels - New Germany WWTP (incl. pumping stations)		✓			\$175,000		
	18 Solar panels - Cookville WWTP (incl. pumping stations)		✓			\$300,000		
	19 Solar panels - CES Building		✓				\$150,000	
Total Funded Action Items:				\$761,100	\$867,000	\$1,125,000	\$960,000	\$1,560,000
Change in Funding Requirement Over Prior Year:				-	\$105,900	\$258,000	-\$165,000	\$600,000
Sector	Unfunded Proposed Actions (not included in Municipal budget yet)	Budget Type		Budget Year				
		Operating	Capital	2021/22	2022/23	2023/24	2024/25	2025/26
Community	1 Clean energy financing program (expansion)	✓				\$500,000	\$1,000,000	\$1,000,000
	2 Carshare program feasibility study	✓				\$25,000		
	3 Land conservation study	✓						\$50,000
	4 Dry hydrants		✓				\$15,000	\$15,000
Total Unfunded Proposed Action Items:				\$0	\$0	\$525,000	\$1,015,000	\$1,065,000
Change in Funding Requirement Over Prior Year:				-	-	\$525,000	\$490,000	\$50,000

IMPLEMENTATION AND MONITORING

PERFORMANCE

The Municipality will monitor the indicators listed in the Table 8 below to measure the performance of the plan’s climate actions. The Municipality will conduct emissions inventory every three years to evaluate the GHG emissions reduced through the implementation of these climate actions.

Table 8 - List of Performance Indicators	
Priority Areas	Performance Indicators (unit):
Homes retrofitted	Number of CEF program, HomeWarming program applicants per year (#)
Solid waste reduced	Total weight of waste landfilled/diverted per year (tonnes)
Natural land protected	Number of hectares protected per year (ha)
Trees planted	Number of trees planted per year (#)
Community pledges	Number of people participating in pledges per year (#)
No Mow May pledges	Number of people participating in pledges per year (#)
Public EV charging infrastructure	Number of EV chargers installed (#)
Community and corporate energy consumption (every 3 years)	Total annual electricity consumption (kWh)
	Total annual fuel (propane, diesel, gasoline, and fuel oil) consumption (liters)
Corporate renewable electricity produced (every year)	Total annual electricity production (kWh)
Community and corporate Emissions reduced (every 3 years)	Energy associated GHG emissions (tCO ₂ e)

Local Climate Change Action Plan 2030
Municipality of the District of Lunenburg
www.modl.ca

Council
Item: #12.1.4
Date: November 8, 2022
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Ella Gindi, Planner I
Date: November 8, 2022
Re: Housekeeping amendments to include Small Option Homes within MODL's existing Secondary Planning Strategies and Land Use By-Laws – First Reading

Recommendation

That Municipal Council give notice of its intention to adopt the housekeeping amendments to the Blockhouse, Village of Hebbville, Hemford Forest, Oakland, Osprey Village, Princess Inlet & Area, and Riverport and District Secondary Planning Strategies and Land Use By-laws (2022) and conduct First Reading of the proposed amendments.

That Municipal Council set a date and time for a Public Hearing for the amendments on December 13, 2022, at 8:30 a.m. in the Council Chambers.

Discussion

The province sent a letter (attached) to all Nova Scotian municipalities with a notice stating that the Statement of Provincial Interest (SPI) regarding Housing requires municipal planning documents to permit Small Option Homes licensed under the Homes for Special Care Act within all zones that permit residential uses.

MODL's planned areas do not all permit Small Option Homes as-of-right within zones that permit residential uses.

- Riverport, Oakland, and Blockhouse classify a Small Option Home as an institutional use, which is permitted as-of-right under a certain size or by development agreement in its rural zone.

- Hemford Forest classifies a Small Option Home as a special care home – separate from other institutional uses, which is permitted as-of-right in its residential zone.
- Princes Inlet classifies a Small Option Home as an institutional use, which is permitted as-of-right under a certain size or by development agreement in its two rural zones. However, it is not permitted in its residential zone.
- Osprey Village classifies a Small Option Home as an institutional use, which is permitted as-of-right only in its institutional zone.

Staff reviewed MODL's Secondary Planning Strategies (SPS)/Land Use By-laws (LUB's) and prepared a report to the Planning Advisory Committee (PAC) (attached) that requested the PAC to recommend that Council amend Secondary Planning Strategies and Land Use By-laws for Blockhouse, Village of Hebbville, Hemford Forest, Oakland, Osprey Village, Princes Inlet & Area, and Riverport & District to include and define Small Option Homes as a residential use.

Planning staff met with the PAC and Area Advisory Committee (AAC) members on September 22, 2022, to recommend amending the existing planning area documents to include Small Option Homes to be consistent with the Statement of Provincial Interest (SPI) regarding Housing. The PAC passed the motion with the request that staff contact the province to clarify if Small Option Homes apply to all zones that permit residential uses.

Staff received a letter of clarification from the province (attached) on October 19, 2022, stating that Small Option Homes should be permitted in all zones where residential uses are permitted.

The proposed housekeeping amendments are attached in the appendix section

Budget implications

There are no budget implications for amending the Secondary Planning Strategies and Land-Use By-Laws.

Strategic plan

Amendments to the existing planning area documents to include Small Option Homes will be an anti-discriminatory procedure that will increase accessibility and inclusivity of people with mental and physical disabilities to live in a house like any other person. The amendments will mitigate barriers to people with special needs being able to live independently and be part of a community. Hence, it will increase social sustainability by enabling people of all **ages** and **abilities** to receive access to housing. Finally, the existing planning area documents will stay consistent with the Statement of Provincial Interest regarding housing.

Conclusion

The province has provided a directive that Small Option Homes are to be treated the same as a residential use. The proposed amendments to the existing Secondary Planning Strategies and Land Use By-laws to include Small Option Homes as a residential use will align the documents with the Statements of Provincial Interest.

Report Preparation	
Department	Planning and Development
Report Prepared by	Ella R. Gindi, Planner I
Report Approved by	Jeff Merrill, Director of Planning & Development Services
Date Reviewed by C.A.O.	

Municipality of the District of Lunenburg

By-law

Title: Amendments to the Blockhouse Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Village of Hebbville Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Hemford Forest Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Oakland Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Osprey Village Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Princess Inlet & Area Secondary Planning Strategy and the Land Use By-law (2022) and, Amendments to the Riverport and District Secondary Planning Strategy and the Land Use By-law (2022)	
By-law No. XXX	Legislative authority: Municipal Government Act, Section 219
Effective date: XXX	Amended date: N/A

Preamble

Be it enacted by the Council of the Municipality of the District of Lunenburg, under the authority of Section 219 of the **Municipal Government Act**, as follows:

Title

- 1 This by-law is titled the Amendments to the Blockhouse Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Village of Hebbville Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Hemford Forest Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Oakland Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Osprey Village Secondary Planning Strategy and the Land Use By-law (2022), Amendments to the Princess Inlet & Area Secondary Planning Strategy and the Land Use By-law (2022) and, Amendments to the Riverport and District Secondary Planning Strategy and the Land Use By-law (2022).

BLOCKHOUSE

Blockhouse Secondary Planning Strategy amended

- 2 By-law 023, Blockhouse Secondary Planning Strategy Subsection 3.1.1 (b) is amended by adding “and needs” immediately **after** “ages”.
- 3 By-law 023, Blockhouse Secondary Planning Strategy Subsection 3.3 is amended by adding “and needs” **after** “ages”.
- 4 By-law 023, Blockhouse Secondary Planning Strategy amended by adding a new policy to Section 4.1 Rural Land Uses. (ADD) “4.1.1 (a) Council shall permit the operation and implementation of Small Options Homes within the rural zone under Blockhouse's Rural Land Uses”.

Blockhouse Land Use By-law amended

- 5 By-law 024, Blockhouse Land Use By-law is amended by adding a new Subsection to Section 5.2.3. Permitted Developments in the Rural Zone. (ADD) “xii. Small Option Homes”.
- 6 By-law 024, Blockhouse Land Use By-law is amended by adding a new Subsection to Section 8. Definitions. (ADD) 8.85b “Small option homes are a type of community residential placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option Homes are permitted in a residential zone and treated consistent with their residential nature”.

VILLAGE OF HEBBVILLE

Village of Hebbville Secondary Planning Strategy amended

- 7 By-law 027, Village of Hebbville Secondary Planning Strategy is amended by adding a new policy to Section 3.1 Residential Land Use Designation. (ADD) “ 3.1.1a Council shall permit the operation and implementation of Small Options Homes within all residential zones under Village of Hebbville Residential land use designation”.
- 8 By-law 027, Village of Hebbville Secondary Planning Strategy is amended by adding a new policy to section 3.4., Rural Land Use Designation. (ADD) “3.4. 4 a Council shall permit the operation and implementation of Small Options Homes within the rural zone under Village of Hebbville Rural land use designation”.

Village of Hebbville Land Use By-law amended

- 9 By-law 028, Village of Hebbville Land Use By-law is amended by adding a new sub section to section 5.3.1., Permitted Uses in Two-Unit Residential (TR) Zone. (ADD) “(g) Small Option Homes”
- 10 By-law 028, Village of Hebbville Land Use By-law is amended by adding a new Subsection to Part 13., Definitions. (ADD) “SMALL OPTION HOMES are a type of community residential

placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option Homes are permitted in a residential zone and treated consistent with their residential nature”.

HEMFORD FOREST

Hemford Forest Secondary Planning Strategy amended

- 11** By-law 044, Hemford Forest Secondary Planning Strategy Part 1, Section 1-4., is amended by adding “and Small Option Homes” **after** Group homes.

Hemford Forest Land Use By-law amended

- 12** By-law 045, Hemford Forest Land Use By-law part 4. Low density R-1 zone Section 44 (1)., is amended by adding a new Subsection (ADD) “(d) Small Option Homes”
- 13** By-law 045, Hemford Forest Land Use By-Law is amended by adding a new Subsection to Part 1 Section 4., Definitions. (ADD) (bc-1) “Small option homes are a type of community residential placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option Homes are permitted in a residential zone and treated consistent with their residential nature”.

OAKLAND

Oakland Secondary Planning Strategy amended

- 14** By-law 037, Oakland Secondary Planning Strategy Part 2 Section 2.1., Rural Zone is amended by adding a new Subsection. (ADD) “2.1.6 (a) Council shall permit the operation and implementation of Small Options Homes within all Rural Zones under Oakland's Rural Zone”.

Oakland Land Use By-law amended

- 15** By-law 038, Oakland Land Use By-law section 5.3.1., Permitted Development in the Rural Zone is amended by adding a new Subsection (ADD) “aa) Small Option Homes”
- 16** By-law 038, Oakland Land Use By-law is amended by adding a new Subsection to Part 10, Definitions. (ADD) **10.98 a** “SMALL OPTION HOMES are a type of community residential placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option

Homes are permitted in a residential zone and treated consistent with their residential nature”.

OSPREY VILLAGE

Osprey Village Secondary Planning Strategy amended

- 17** By-law 020, Osprey Village Secondary Planning Strategy Part 3, Section 3.4., Residential Designation is amended by adding a new Subsection (ADD) “ 3.4.1 a Council shall permit the operation and implementation of Small Options Homes within all residential zones under Osprey village's Residential Designation”.

Osprey Village Land Use By-law amended

- 18** By-law 021, Osprey Village Land Use By-law is amended by adding a new Subsection to Section 8.3.1., Permitted Developments Medium Density Residential (R-2) Zone. (ADD) “(e) Small Option Homes”.
- 19** By-law 021, Osprey Village Land Use By-law is amended by adding a new Subsection to Section 8.3.2., Permitted Developments Medium Density Residential (R-3) Zone. (ADD) “(f) Small Option Homes”.
- 20** By-law 021, Osprey Village Land Use By-law is amended by adding a new Subsection to Part 11, Definitions. (ADD) “SMALL OPTION HOMES are a type of community residential placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option Homes are permitted in a residential zone and treated consistent with their residential nature”.

PRINCES INLET & AREA

21

By-law 032, Princes Inlet & Area Secondary Planning Strategy Part 3 Section 3.1.6, Rural Highway Corridor Zone is amended by adding a new Subsection. (ADD) “3.1.6 (a) Council shall permit the operation and implementation of Small Options Homes within the Rural Highway Corridor (R-H) Zone” under Princes Inlet Rural Land Use Designation.”

By-law 032, Princes Inlet & Area Secondary Planning Strategy Part 3 Section 3.1.10, Rural Coastal Zone is amended by adding a new Subsection. (ADD) “3.1.10 (a) Council shall permit the operation and implementation of Small Options Homes within the Rural Coastal (R-CO) Zone under Princes Inlet Rural Land Use Designation.”

By-law 032, Princes Inlet & Area Secondary Planning Strategy Part 3.2 Section 3.2.2, Two-Unit Residential Zone is amended by adding a new Subsection. (ADD) “3.2.2 (a) Council shall

permit the operation and implementation of Small Options Homes within the Two-Unit Residential (TR) Zone under Princes Inlet Residential Land Use Designation.”

Princes Inlet & Area Land-use By-law amended

- 22** By-law 033, Princes Inlet & Area Land Use By-law is amended by adding a new Subsection to Section 5.3.1., Permitted Developments Rural Highway Corridor (R-H) Zone. (ADD) “(aa) Small Option Homes”.
- 23** By-law 033, Princes Inlet & Area Land Use By-law is amended by adding a new Subsection to Section 5.4.1., Permitted Developments Rural Coastal (R-CO) Zone. (ADD) “(aa) Small Option Homes”.
- 24** By-law 033, Princes Inlet & Area Land Use By-law is amended by adding a new Subsection to Section 6.3.1., Permitted Developments Two Unit Residential (TR) Zone. (ADD) “(aa) Small Option Homes”.
- 25** By-law 033, Princes Inlet & Area Land Use By-law is amended by adding a new Subsection to Part 11, Definitions. (ADD) 11.90a “SMALL OPTION HOMES are a type of community residential placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option Homes are permitted in a residential zone and treated consistent with their residential nature”.

RIVERPORT AND DISTRICT

Riverport and District Secondary Planning Strategy amended

- 26** By-law 014, Riverport and District Secondary Planning Strategy is amended by adding a new Subsection to Section 4.1.3., Rural Three (R-3) Zone. (ADD) “(g) Small Option Homes”.

Riverport and District Land Use By-law amended

- 27** By-law 015, Riverport & District Land Use By-law is amended by adding a new Subsection to Section 5.2.3 (a)., Permitted Developments Rural Three (R-3) Zone. (ADD) “(xi) Small Option Homes”.
- 28** By-law 015, Riverport and District Land Use By-law is amended by adding a new Subsection to Part 9, Definitions. (ADD) 9.68-1 “SMALL OPTION HOMES are a type of community residential placement licensed under the Homes for Special Care Act. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff. Small Option

Homes are permitted in a residential zone and treated consistent with their residential nature”.

Annotation for Official By-law Book

Date of first reading	
Date of advertisement of notice of intent to consider	
Date of second reading	
*Date of advertisement of passage of by-law	
Date of mailing a certified copy of by-law to Minister	
I certify that this “<<name of by-law >>” was adopted by Municipal Council and published as indicated above.	
_____	_____
Municipal Clerk	Date

***Effective date of the by-law unless otherwise specified in the text of this by-law.**



Department of Municipal Affairs and Housing

INFORMATION BULLETIN

STATEMENT OF PROVINCIAL INTEREST REGARDING HOUSING AND APPLICATION TO SMALL OPTION HOMES

Summary:

The Statement of Provincial Interest regarding Housing requires that planning documents treat Small Option Homes licensed under the *Homes for Special Care Act* consistently with their residential nature.

Legislation:

Municipal Government Act (MGA) – Sections 198, 208, 212

Halifax Regional Municipality Charter (HRMC) – Sections 214, 223, 227

Statements of Provincial Interest, N.S. Reg 101/2001 – Statement of Provincial Interest regarding Housing

Discussion:

The Statement of Provincial Interest (SPI) regarding Housing states: “There are different types of group homes. Some are essentially single detached homes, and planning documents must treat these homes consistently with their residential nature. Other group homes providing specialized services may require more specific locational criteria.”

This means that when a group home retains the physical characteristics of a conventional residential dwelling and functions as a home-like environment, it must be treated as such. The definition or use of a term such as “family dwelling” cannot be used to exclude group homes from residential neighbourhoods.

Small option homes are a type of community residential placement licensed under the *Homes for Special Care Act*. They house three or four residents with developmental, mental health or physical disabilities. Residents live independently in community homes and receive support services from staff.

For the purposes of planning documents, the term “group home” is inclusive of small option homes as outlined in this Bulletin.

On this basis, small option homes are to be permitted in all residential zones where the building and lot meet the requirements of that zone. While municipalities may opt to provide for these group homes through a development agreement or site plan approval process, they cannot require any studies, design criteria or restrictions that would not also be applicable to a similar residential use. For clarity: if a single detached home that is owner occupied and one that functions as a small option home are not treated with the same development permit requirements, then this is an inconsistent application of policy and is inconsistent with the SPI regarding Housing.

Planning documents adopted after the adoption of a Statement of Provincial Interest must be consistent with the Statement. Ministerial approval of new planning documents may be refused on the basis that the planning documents are not reasonably consistent with a Statement of Provincial Interest. Additionally, the Minister may request that a council amend existing planning documents to be, or adopt new planning document that are, reasonably consistent with a Statement of Provincial Interest.

Resources: Implementing Statements of Provincial Interest: guide for municipalities
<https://beta.novascotia.ca/documents/implementing-statements-provincial-interest-guide-municipalities>

Date Produced: June 2, 2022

Note: The reader is cautioned that preparation of this and subsequent Information Bulletins containing practical suggestions or direct guidance must necessarily involve interpretation of legislation as it applies in general situations. Specific situations may require careful legal analysis and, therefore, reference should be made to the *Municipal Government Act*, the *Halifax Regional Municipality Charter*, other relevant legislation, and to legal advisors.



Department of Municipal Affairs and Housing

Floor 8 North, Maritime Centre
1505 Barrington Street
PO Box 216
Halifax, NS B3J 2M4

Telephone: 902.943.0408
Fax: 902.424.0821
E-mail: Christina.Lovitt@novascotia.ca

October 19, 2022 - *REVISED*

Ms. Ella Gindhi
Municipality of the District of Lunenburg
VIA EMAIL: Ella.Gindhi@modl.ca

Dear Ms. Gindi:

**RE: Statement of Provincial Interest regarding Housing and Small Option Homes
Bulletin of June 2022**

Thank you for reaching out to the Department of Municipal Affairs and Housing seeking clarification regarding the letter and Information Bulletin released on June 3, 2022, clarifying the Statement of Provincial Interest regarding Housing and the application to small options homes.

Small option homes are a type of home, licensed under the *Homes for Special Care Act*. They house three to four residents with developmental, mental health or physical disabilities. Residents live independently in community and receive services from staff. In land use matters, small option homes function in the same manner as other residential dwellings. Regulation that restricts access to classes of persons where the building use, land use, structure, and lot geometry are the same as any other dwelling within a zone are not appropriate and, in the case of small option homes, would be considered inconsistent with the Statement of Provincial Interest regarding Housing. Small option homes typically exist in single-unit dwellings, but can also exist within other types of dwellings such as duplexes or other conventional housing forms (triplexes, multi-unit residential, etc.). Based on this, where a type of dwelling is permitted, a small option home of that same type of dwelling is to also be permitted. This applies to all zones that permit residential uses and is not limited to zones named 'Residential.'

We commend the Municipality of the District of Lunenburg for reviewing its planning documents to remove possible exclusionary language or other barriers for small options homes that may currently exist within your Municipal Planning Strategy and/or Land Use Bylaw.

Kind regards,

A handwritten signature in blue ink that reads "C Lovitt".

Christina Lovitt, MCIP, LPP, PMP
Provincial Director of Planning

/kz

Council

Item: #12.2.1

Date: November 8, 2022

Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report To: Municipal Council

Submitted By: Ruth Wawin, Tourism & Event Development Officer

Date: October 25, 2022

Re: Visitor Information Centre Lease

Recommendation

Staff recommends that the Municipality of the District of Lunenburg provide written notice that there is no intent to renew the lease for the location of the Visitor Information Centre which is set to expire April 30, 2023. It is recommended that council provide direction to staff to explore a new model of providing visitor services including an improved digital presence, tourism brand refresh, mobile kiosks, and the exploration of having staff present at another Visitor Information Centre.

Executive Summary

The lease for the Visitor Information Centre located at 125 Cornwall Road, Blockhouse, is set to expire April 30, 2023. Direction from council is required to notify the landlord of the Municipality's intent regarding the lease and to provide direction on the future of visitor services.

No formal notice for the lease expiration is required. However, it is good practice to notify the landlord in advance of the lease expiry date.

Background

The Municipality of the District of Lunenburg and the Town of Bridgewater jointly entered into a lease agreement with 3230928 Nova Scotia Limited in 2013 to rent the space available at 125 Cornwall Road, Blockhouse, for the purpose operating a Visitor Information Centre (VIC). The

commencement day of the lease was May 1, 2013 and was set for a term of 10 years. The Town of Bridgewater has indicated to the Municipality of the District of Lunenburg that they will cease their participation in the operation of the VIC once the lease expires on April 30, 2023.

With the lease of the building expiring April 30, 2023, and the indication from our cost-sharing partner that they will no longer be participating in the VIC operations, it is imperative to review the options available to the Municipality of the District of Lunenburg as they relate to visitor services.

Visitor numbers at the VIC peaked in 2017 at 11,707 and tallied 11,006 and 8,894 in 2018 and 2019, respectively. The pandemic brought a significant decline in visitor numbers in 2020 with 1,043 visitors counselled and in 2021 there was an increase to 2,263 visitors. As of September 30th, 2022, the VIC has welcomed 5,182 visitors and is slated to close for the season on Oct 21st.

The projected operational expenses for the 2022 VIC season total \$86,074.36. The expenses that are not offset by grants equal \$61,950, resulting in the financial contribution from MODL and Bridgewater projected to be \$30,975 each.

Cost per visitor is a metric used to determine the average cost per visitor during a season. The cost per visitor was calculated by combining the financial contribution from MODL and the Town of Bridgewater. For the 2022 season the VIC's cost per visitor is \$11.95. This was calculated using the VIC visitor numbers as of September 30th. It is expected that the cost per visitor will be slightly lower after factoring in the remaining visitors in October.

With the 2022 visitor season being the last full season before the building's lease expires, it was determined that it would be valuable to track what locations and activities visitors inquire about. The Town of Lunenburg has always been an area that visitors ask about frequently, and it was important to ascertain how many visitors were interested in information about the Town. In June 42.83% of visitors that came into the VIC inquired about the Town of Lunenburg, in July 42.07%, and in August 43.35%. From the information gathered it is evident that the number of visitors that are interested in the Town of Lunenburg is significantly higher than the inquiries regarding any other location. See below for the top four locations that were most commonly asked about in June, July, and August.

June	July	August
<ul style="list-style-type: none">• 42.83% - Town of Lunenburg• 9.68% - Mahone Bay• 8.92% - MODL• 8.37% - Peggy's Cove	<ul style="list-style-type: none">• 42.07% - Town of Lunenburg• 8.64% -MODL• 7.52% - Peggy's Cove• 6.80% - Mahone Bay	<ul style="list-style-type: none">• 43.35% - Town of Lunenburg• 6.08% - Peggy's Cove• 5.87% - MODL• 5.46% - Mahone Bay

Tourism Nova Scotia (TNS) has shifted resources to focus on a strong online presence for the province and on assisting individual tourism operators to do the same. Nova Scotia has reduced the number of provincial VICs. In 2019, the provincial literature distribution center closed permanently. Recently, TNS launched Digi Port, an online portal to assist tourism operators with improving their online presence. The Doers and Dreamers Guide, the provincial travel guide that was once printed and distributed across the province is now exclusively available online. Visitors use the internet as the primary source for gathering travel information which is why resources are being focused online.

The internet and smartphones have significantly changed the way people travel. Travellers use the internet to pre-plan trips, book accommodations, and use GPSs to navigate their journey. Despite the prevalence of the internet being used before and during a traveller's journey, it does not negate the importance of a face-to-face interaction. Face-to-face interaction provides the opportunity to create a memorable visitor experience, answer questions, or persuade a traveller to discover new activities or businesses. Other VICs that have transitioned away from the traditional brick-and-mortar locations still emphasize the importance of initiating face-to-face interaction during the traveller's visit.

In 2017, the South Shore Regional Enterprise Network (SSREN) completed an assessment on the Chester VIC to provide the Municipality of Chester evidence-based recommendations on how to proceed in delivering visitor information. The assessment evaluated national and international trends as they relate to how travellers plan and gather information during their trips.

Some of the key findings of this report are:

- The location of the VIC had geographic challenges, as the building was located in a low traffic area.
- There was a failure to adapt to technological changes, website presence was lackluster, businesses were not represented, and social media presence was limited.
- Chester village business community perceived no impact from the VIC.
- Face-to-face interactions are still very important.
- Visitor information should be provided where people gather.
- VIC funding was dependent on government which is not a sustainable funding model.
- National and international trends are showing VICs changing to models that combine digital and face-to-face visitor services.

Chester accepted the recommendations of the report and closed their brick-and-mortar VIC. They moved to the recommended decentralized framework by offering mobile kiosks that primarily focus on areas where people gather such as Ross Farm and Chester Race Week. In addition, specific businesses throughout Chester were designated as Tourism Ambassadors.

These ambassador locations have brochure displays at their store front and are designated on a map as a location where you can find travel information.

In May of 2022, the Town of Bridgewater's Economic Development Officer put forth a request for a council decision which included the recommendation to terminate the VIC lease and develop an alternative approach to how Bridgewater would offer visitor services in the future. The request for a decision included reference to the 2017, SSREN report commissioned by the Municipality of Chester and declining visitor numbers at the Blockhouse VIC as reasons to revamp how Bridgewater promotes itself to potential visitors. The options to offer visitor information presented in Bridgewater's report are:

- Leverage social media.
- Focus on their Explore Bridgewater website and position it as a source for visitor information.
- Locate a mobile kiosk to coincide with the placemaking activities on King Street.
- Promote LaHave River Valley Revival, a series of events created to bring residents and visitors to downtown Bridgewater during 2022-2023.

Discussion

The approaching expiration of the VIC lease and the Town of Bridgewater indicating that they will no longer cost share operations, presents the opportunity to reevaluate how the Municipality of the District of Lunenburg promotes itself to potential travellers and offers visitor information services. Considering the international, national, and local trends of a hybrid model of digital and face-to-face interaction, the Municipality could examine offering visitor information services with a hybrid approach.

Travellers are using websites and social media to plan trips, therefore, viewing MODL's tourism website as the primary source of travel information for the area is vital. Currently, the Municipality has two tourism related websites, lunenburgregion.ca and exploremodl.com. Lunenburgregion.ca is the original tourism website which offers business listings, an event calendar, day trip information, links to social media channels, and a link to exploremodl.com.

The exploremodl.com platform is an interactive map that shows where specific businesses or categories of business are located throughout the Municipality. The website enables a visitor to research what interests them and see where that location is on the map. Although the two sites were initially created for different purposes, they have subsequently created some unnecessary duplication. Each site has duplicate business listings, which is increasingly time-consuming to maintain.

In 2021, MODL commissioned Sky Sail Brand Marketing & Design to complete a website and social media audit. It was recommended that Lunenburgregion.ca be rebuilt and included a series of specific improvements, one of which was to embed the exploremodl map into the

website rather than linking it. Given the important role that websites play in accessing travel information, efforts could be made to update MODL's online presence to prioritize the user's experience and reduce the duplication between sites.

Lunenburg Region is designated as the Municipality's tourism brand. Branding is crucial, as a well-defined brand provides a clear message to consumers and can help guide marketing and advertising efforts. The logo is comprised of "Lunenburg Region" followed by an image of a birdhouse perched on a branch. In the Sky Sail website and social audit, it was recommended that the tourism brand should be more easily recognizable and should use either the MODL brand or a new brand. Such branding would be present on the website, brochures, and future mobile kiosks. Updated branding could assist in creating a renewed excitement surrounding tourism in the Municipality.

Similarly, as with the challenges noted for the Chester VIC regarding location, the VIC situated in Blockhouse also has geographical challenges when it comes to serving the entire municipality. The VIC is located off highway 103 at exit 11 and although some years it has experienced a high volume of visitors due to this location, many of these visitors are using the VIC as a stopping point on their way through to the Town of Lunenburg. The Municipality of the District of Lunenburg covers a large geographic territory which results in some challenges in providing visitor information and services that are relevant to the Municipality.

Bringing visitor information to where people gather using staffed mobile kiosks is an option MODL can explore further. MODL is comprised of numerous communities that each offer unique visitor experiences and draw in large numbers of visitors. The Municipality can investigate having mobile kiosks at high traffic locations including festivals and events or in communities that are seeing high volumes of traffic throughout the summer. In addition, the Municipality can have a presence at relevant trade shows either independently or in collaboration with other tourism partners such as the South Shore Tourism Co-op.

If the VIC lease is not renewed it will be important to consider that there will be a need for a physical location for seasonal staff to work as well as a storage area for promotional materials.

Budget Implications

It is not anticipated that the recommended hybrid model would cost more than what is currently budgeted.

If the brick-and-mortar VIC is the chosen option for visitor services, the Municipality would assume the cost of Bridgewater's financial contribution which would be an additional \$31,000.

Alternatives

- 1) Let the lease expire and take no further option to offer visitor services.

- 2) Renew lease for 5 years (as set as an option in the lease) and pursue an alternative funding partner
- 3) Continue to operate with no funding partner.
- 4) Partially fund another Visitor Information Centre.
- 5) Inquire about the option to extend the lease an additional 6 months to operate until the end of the 2023 visitor season and re-evaluate next steps during that time.
- 6) Explore a new model of providing visitor services including an improved online presence, updated branding, and mobile kiosks prioritizing locations where people gather.

Conclusion

With the prevalence of smart phones and the use of the internet to gather travel information it is vital to have an online presence that highlights the tourism industry within the Municipality of the District of Lunenburg. A hybrid model of approaching visitor services that consists of face-to-face interaction through mobile kiosks in addition to an improved online presence is recommended by staff as the approach to take for the offering of visitor services. As well, partially funding another VIC may also warrant consideration.

It is the recommendation of staff to notify the landlord that there is no intent to renew the lease for 125 Cornwall Road, Blockhouse after the April 30, 2023, expiration date.

Report Preparation		
Department	Recreation	
Report Prepared by	Ruth Wawin	October 17, 2022
Report Approved by	Trudy Payne	October 18, 2022
Date Reviewed by C.A.O.		



Visitor Services Options

October 25, 2022

Agenda

- Introduction
- Background
- Options
- Online Presence
- Recommendation





Introduction



- The Municipality of the District of Lunenburg and the Town of Bridgewater jointly entered into a lease agreement with 3230928 Nova Scotia Limited in 2013
- Lease set to expire April 30th, 2023
- Town of Bridgewater has indicated they will no longer cost share operations
- Review options to offer visitor services for the Municipality of the District of Lunenburg



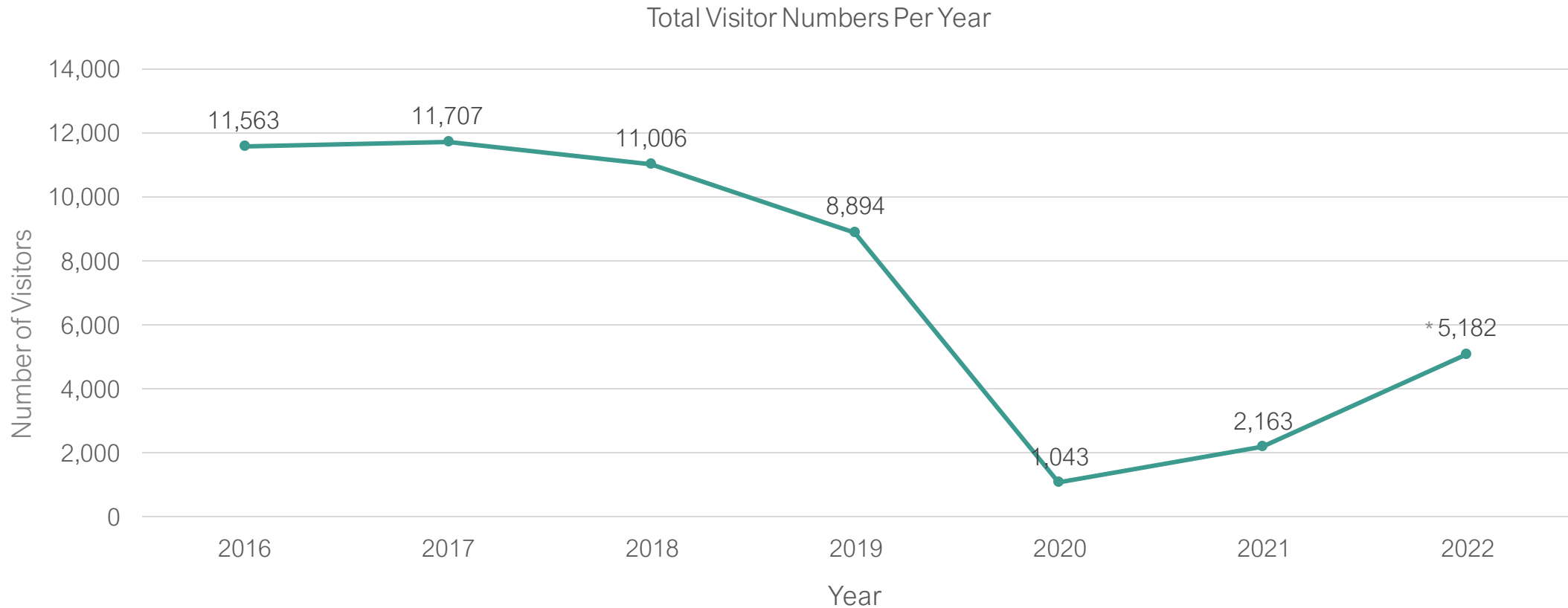
Background



Services Offered

- Travel counselling via in-person, phone, or email
- Washrooms
- WIFI access
- Reservations
- Staff work on additional projects (updating websites, community garden, social media, etc.)
- Coordination and distribution of brochures
 - District of Lunenburg brochures: Trail map, Lunenburg Region map, Agri-tour map
 - PRACS map, Maritime Painted Saltbox, Bern Art, Town of Bridgewater brochures

Total Visitor Numbers



*2022 Visitor numbers as of Sept 30th

Projected Expenses & Revenues for 2022

Revenues	
Town of Bridgewater	30,975
District of Lunenburg	30,975
Canada Summer Jobs	3,740.80
TIANS	* 6,500
MJSB Rent	13,882.80
Total	86,074.36

Expenses	
Rent	40,179.36
Staffing	33,000
Internet/Phone	795
Electricity	2,500
**Other costs	4,600
Snow Removal	4,000
Landscaping	1,000
Total	86,074.36

* TIANS funding is not consistent year over year

**Other costs include insurance, supplies, renovations, mileage, septic pumping etc.

Cost per visitor

Cost per visitor calculations	
Total Revenues (without municipal contributions)	24,123.60
Total Expenses	86,074.36
Net	(61,950.76)
Number of Visitors	5,182
Cost per visitor	11.95



Location Tracking

This year the VIC staff diligently tracked the locations and attractions that visitors inquired about and compiled the results.

The results below indicate the percentage of visitors that inquired about that location for each month

JUNE

- 42.83% - Town of Lunenburg
- 9.68% - Mahone Bay
- 8.92% - MODL
- 8.37% - Peggy's Cove

JULY

- 42.07% - Town of Lunenburg
- 8.64% -MODL
- 7.52% - Peggy's Cove
- 6.80% - Mahone Bay

AUGUST

- 43.35% - Town of Lunenburg
- 6.08% - Peggy's Cove
- 5.87% - MODL
- 5.46% - Mahone Bay

MODL- is represented by a collection of inquiries about specific communities, businesses, or attractions within the Municipality

Location

- VIC in Blockhouse has geographical challenges
- VIC is located off highway 103 at exit 11
- At times experienced large number of visitors but as seen from the location tracking data many of the visitors are using the VIC as a stopping point on their way to Lunenburg
- MODL covers a large territory which presents challenges when providing visitor information services relevant to the municipality
- The geographical challenges faced when offering visitor services can be mitigated by implementing mobile kiosks focusing on locations where people gather

Brick & Mortar VICs

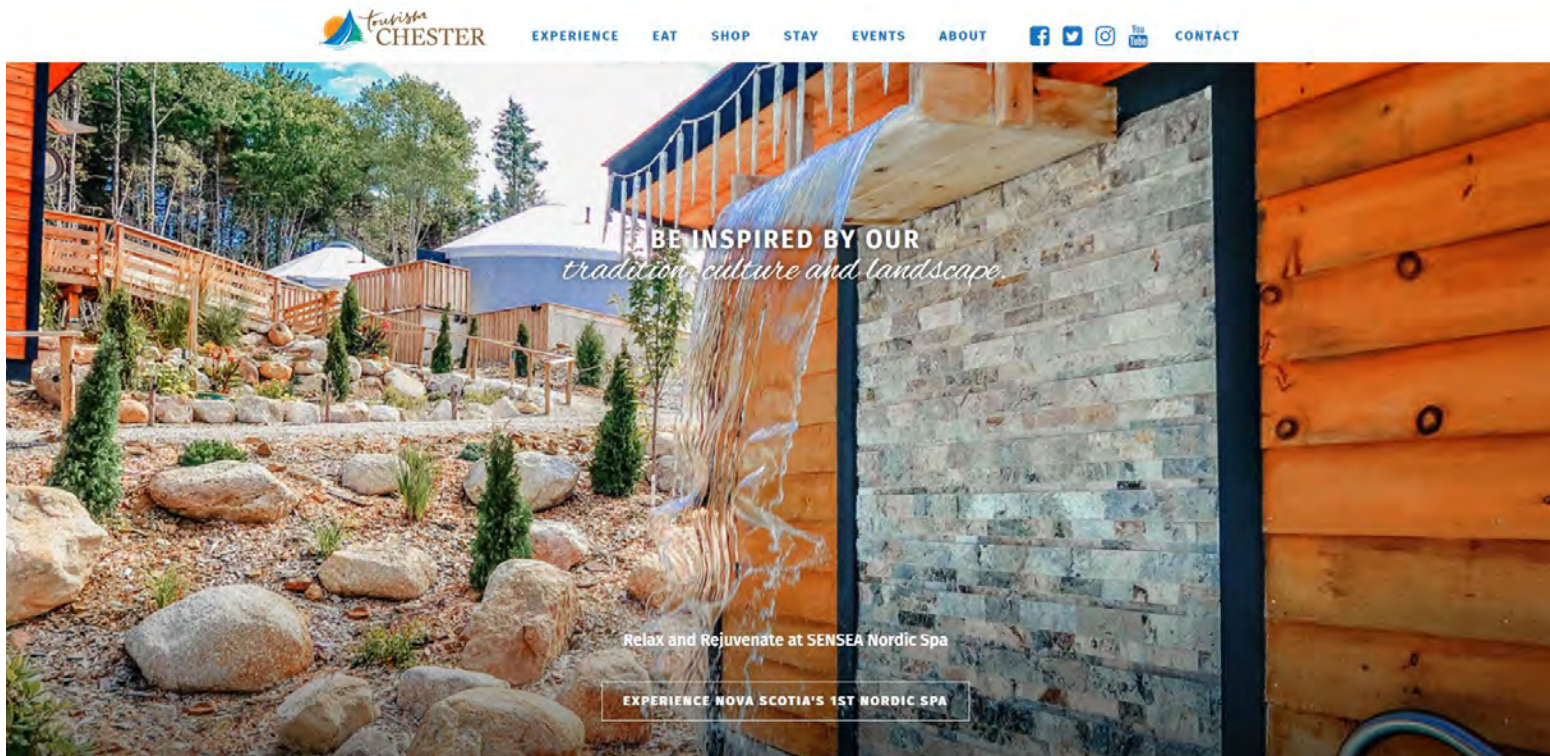
- Brick & mortar VICs were constructed at a time when there was no internet and travellers sought them out as a means of locating travel information
- The Province of Nova Scotia has reduced the number of Provincial VICs
- Tourism Nova Scotia focuses on digital marketing efforts and offering services to assist tourism operators with their online presence through DigiPort
- Province of NS closed tourism literature distribution centre in 2019
- Doers & Dreamers Guide online only
- Internet & smart phones have changed the way people seek out travel information
- Travellers use the internet at all stages of the visitor journey from choosing a location, planning their trip, booking accommodations, while they are visiting, and sharing afterwards

Municipality of Chester

- In 2017, the Municipality of Chester commissioned the South Shore Regional Enterprise Network to complete an assessment on their VIC
- Key issues were:
 - Location
 - Failure to adapt to changes in technology
 - Service model – not being located where people gather
 - Perceived lack of impact on businesses
 - Funding model
 - National & International trends favouring hybrid model of digital & face-to-face visitor services

Municipality of Chester

- Chester acted on report recommendations & closed VIC
- Implemented mobile kiosks, Tourism Ambassador locations, and improved their website and social media



Tourismchester.ca home page



Tourism Chester- Mobile Kiosk

Town of Bridgewater

- In May of 2022, the Town of Bridgewater's Economic Development Officer put forth a request for decision to council which included the recommendation to let the VIC lease expire
- The report offered alternatives to offering visitor information including:
 - Leveraging social media
 - Focus on Explore Bridgewater platform and position it as a source for visitor information
 - Mobile kiosks to coincide with placemaking activities on King Street
 - Promote LaHave River Valley revival series

Options



Options

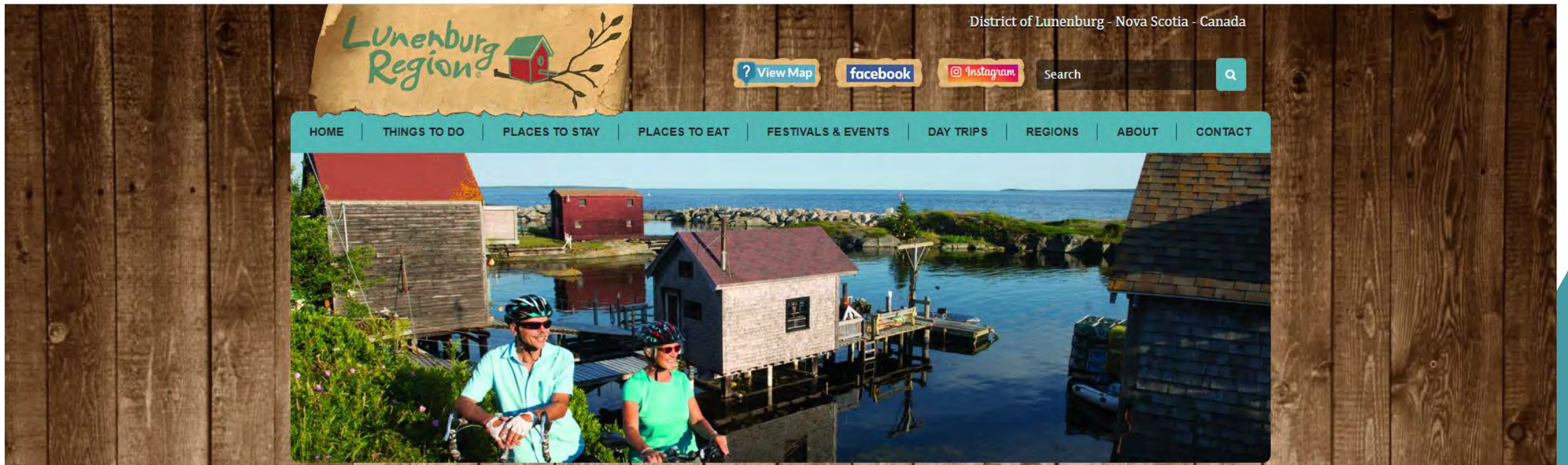
- Let lease expire and take no further option to offer visitor services
- Renew lease for 5 years (as set as an option in the lease) and pursue an alternative funding partner
- Continue to operate with no funding partner.
- Partially fund another VIC
- Inquire about the option to extend lease an additional 6 months to operate until the end of 2023 season
- Explore a new model of providing visitor services including an updated website, leveraging social media, tourism brand refresh, and mobile kiosks that focus on where people gather

Online Presence



Websites

- Travellers use the internet to gather travel information during the, planning, booking, and visiting portions of their trip
- Currently municipality has two tourism related websites:
 - Lunenburgregion.ca
 - Exploremodl.com



Websites

Municipality of the District of Lunenburg

Home Categories My Location Labels

Municipality of Lunenburg

Thank you for visiting the District of Lunenburg's online map. We are excited to showcase our beautiful corner of Nova Scotia and hope that you will have the opportunity to explore our area in person.

- Places to Stay (20)**
See what a difference a stay makes. Stay with us and feel like home.
- Places to Eat (27)**
We speak the good food language. Everything from street food to fine eating. Good tastes good.
- Galleries & Artisans (33)**
Folk art, fine art, stained glass or pottery; there's treasure waiting for you.
- Museums (4)**
Step into the past today with
- Parks (20)**
We hold your key to fun and excitement all year round.
- Outdoor Activities (14)**
Whether you want to walk, hike, cycle or simply breathe deep, we have a spot for you.
- Wineries, Breweries, and Beverages (3)**
As much character as the people who make them. For those, from those, who know the best.
- Farmers Markets (9)**
Growing a community by inspiring

Exploremodl.com

Websites

- In 2021, MODL commissioned Sky Sail Brand Marketing & Design to complete a website and social media audit
- It was recommended that Lunenburgregion.ca be rebuilt. Some recommended improvements were to:
 - Embed the exploremodl map into the Lunenburg Region website instead of linking it
 - Content should be more tourism focused
 - Update the site menu bar to reduce options
 - Clearer and updated graphics
 - Rebuild website for users needs

Branding

- Branding is crucial
- Well defined brand sends a clear message
- Can help guide marketing & advertising efforts



- Sky Sail recommended:
- Brand should be more recognizable by outsiders
- Recommended the MODL brand or a new brand for recognizability

Recommendation

- Explore a new model of providing visitor services including an updated website, leveraging social media, tourism brand refresh, and mobile kiosks that focus on where people gather
- It is also valuable to explore partially funding another VIC if MODL can have input on training staff
- Considerations should be given for office space for seasonal staff as well as storage for promotional materials



Questions?

