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A Public Hearing is scheduled to begin at 8:30 a.m. regarding proposed amendments to By-law 024 – Blockhouse Land Use By-law.

Municipal Council Meeting Agenda

Tuesday, April 11, 2023 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda (as circulated)**
- 5. Approval of Minutes - Nil**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs - Nil**
- 8. Presentations/Scheduled Times**
 - 8.1 EV CarShare Program – Lauren Clark, Climate and Energy Program..... 9:15 a.m. 1-9 Manager, Town of Mahone Bay
- 9. Consideration of Correspondence - Nil**
- 10. Recommendations from Committees & Boards**
 - 10.1 Finance Committee – BUDGETS..... 10-11**
 - ANNUAL MODL BUDGET PRESENTATION 10:15 a.m.**
 - 2023-2024 OPERATING BUDGET**
 - 10.1.1 Approval of Proposed 2023-2024 Operating Budget 12-30
 - 2023-2024 CAPITAL BUDGET**
 - 10.1.2 Approval of Proposed 2023-2024 Capital Budget 31-37
 - 10.2 Finance Committee 38 & 41**
 - 10.2.1 Proposed Reserve Fund re Regional Fire Training Facility..... 39-40
 - 10.2.2 Adoption of Parks & Open Space Standards and Guidelines 42-67
 - 10.2.3 Financial Assistance Request: Bridgewater Fire Department Band 68-72

10.3 Dangerous & Unsightly Committee

10.3.1 11 FC Dorey Drive, Dublin Shore, PID 60353679 73-80

11. Staff Reports

11.1 Planning Department

11.1.1 Amendments to Blockhouse Land Use By-law – Second Reading..... 81-98

11.1.2 Coastal Protection Land Use By-law Work Plan 99-103

11.2 Administration Department

11.2.1 Lunenburg County Community Fund - \$1Million Donation 104-106

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

12.1 Deputy Mayor’s Update

12.2 Mayor’s Update

13. Added Items

14. In Camera

14.1 Land Negotiations under Section 22(2)(a) of the MGA

15. Adjournment



Town of Mahone Bay

Council
Item: 8.1
Date: April 11, 2023
Authorization: T. MacEwan

EV CarShare Program

Presentation to MODL Council

Tuesday, April 11th 2023



History

March 2021

The ToMB Council adopted the GHG Reduction Action Plan, Action #10

October 2022

Abhi and Lauren completed a pre-application for FCM funding for an EV CarShare Feasibility Study

November 2022

The MODL Council adopted their Local Climate Change Action Plan, Action #7

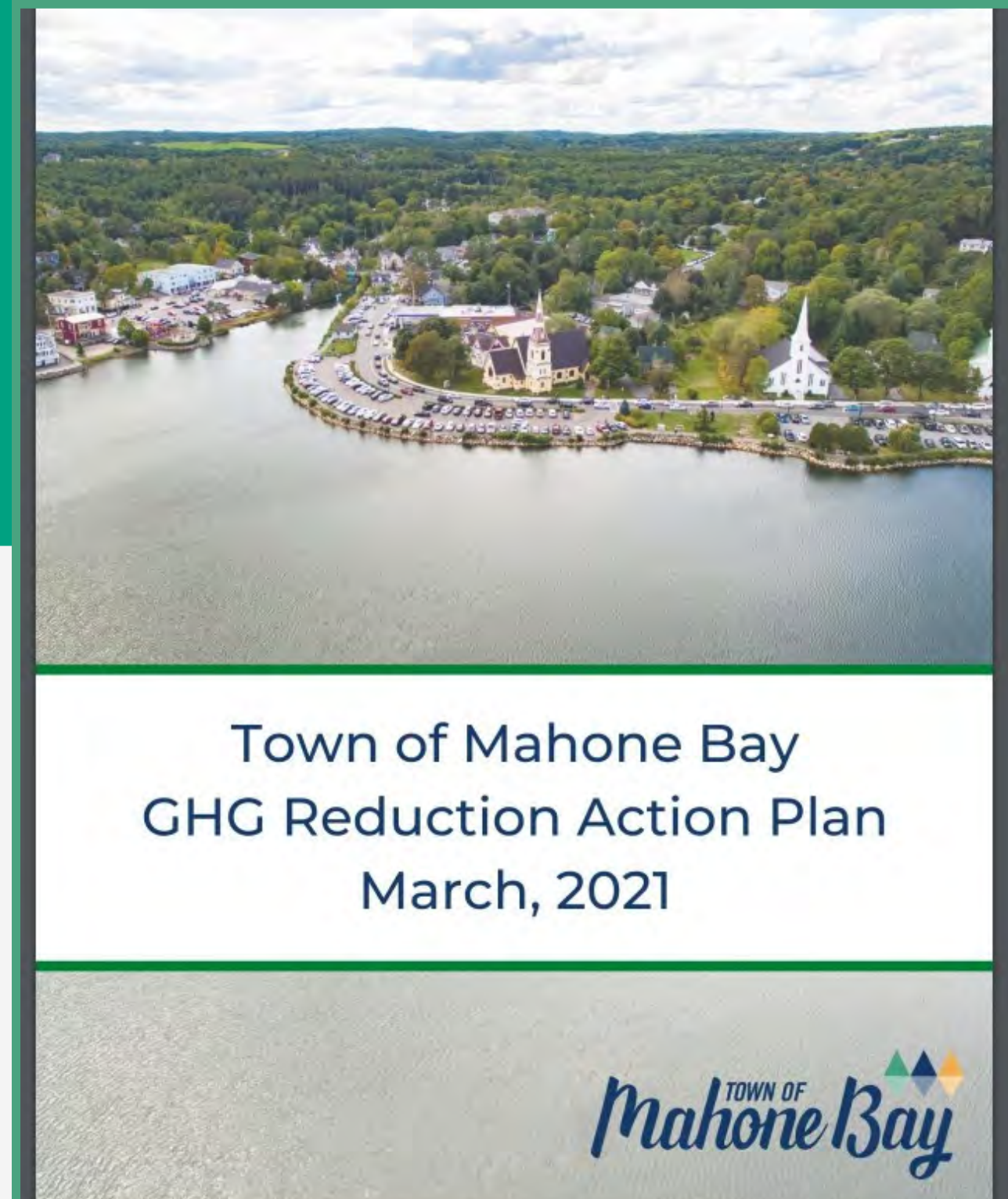
March 2023

ToMB Council directed staff to "write to MODL to inquire on their interest in participating in a EV Carshare feasibility study."



Action #10

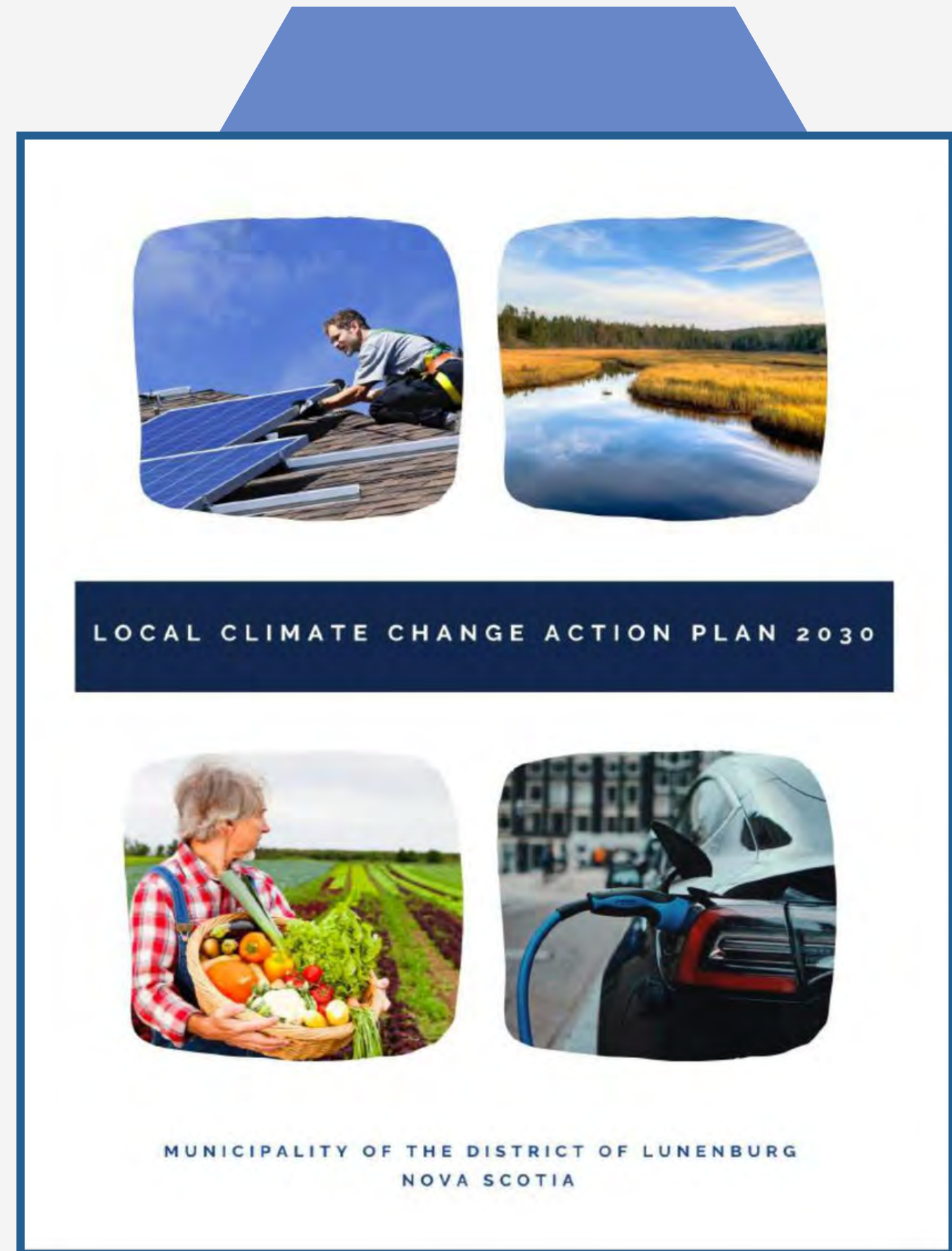
Implement an Electric Vehicle CarShare and encourage vehicle electrification





Action #7

Carshare program - Conduct feasibility study for relevant carshare program options



Collaboration

The Town of Mahone Bay wants this to benefit as many people as possible. In exploring the feasibility of a program like this, we want to take advantage of opportunities to benefit Town and Municipality of the District of Lunenburg residents.



Feasibility Scope of Work





Benefits

To Municipalities
To Residents



Finances

\$20,000
FCM

+

\$10,000
ToMB

+

Requesting
\$10,000
from MODL

This is just for the feasibility study, FCM could financially support implementation as well, based on feasibility outcomes.

Questions?

Council
Item: #10.1A
Date: April 11, 2023
Authorization: T. MacEwan



Memorandum

To: Her Worship, Mayor Bolivar-Getson, and Councillors

From: Chairperson & Members of the Finance Committee

Date: April 6, 2023

Re: Recommendations of the Finance Committee

The Finance Committee, in session on Thursday, April 6, 2023, made the following recommendation(s) to Council:

1. That Municipal Council establish a reserve fund in the amount of \$100,000, separate from other fire service grants and funds for the purpose of constructing a regional fire training facility.
2. That Municipal Council approve the 2023-2024 Operating Budget as presented.

Respectfully submitted,

Chairman and Members
Finance Committee
/jgp
Attachment



Memorandum

To: Her Worship, Mayor Bolivar-Getson, and Councillors

From: Chairperson & Members of the Finance Committee

Date: April 4, 2023

Re: Recommendations of the Finance Committee

The Finance Committee, in session on Tuesday, April 4, 2023, made the following recommendation(s) to Council:

1. That Municipal Council approve the 2023-2024 Capital Budget and the Canada Community Building Fund Investment in the amount of \$9,420,024; and further that the 5-Year Capital Plan be approved as presented.
2. That Municipal Council approve the 2023-2024 Reserves Transfers as presented in the 5-Year Capital Plan.
3. That Municipal Council adopt the Parks and Open Space Standards and Guidelines, creating space for everyone as presented with changes and direct staff to begin implementation in 2023.
4. That Municipal Council award the Bridgewater Fire Department Band \$2,500 towards their trip to perform at Menin Gate from August 17 to 25, 2023, and that the funds come from the Council approved Contingency Fund.

Respectfully submitted,

Chairman and Members
Finance Committee
/jgp
Attachment



Municipality of the District of Lunenburg

Report to Council

Report To: Mayor and Council
Submitted By: Elana Wentzell, Director of Finance
Date: April 11, 2023
Re: Approval of Capital and Operating 2023-2024 Budgets

The draft 2023-2024 Capital and Operating Budgets were presented to Council at the April 4, 2023, Finance Committee meeting and the Special Finance Committee meeting on April 6, 2023.

At the respective meetings the Committee passed motions recommending the draft 2023-2024 Capital and Operating Budgets be sent to council for approval. The following motions are required to implement the 2023-2024 Capital and Operating budgets.

Recommendations

Capital Budget 2023-2024

“that Municipal Council accept the recommendation of the Finance Committee and approve the 2023-2024 Capital Budget and the Canada Community Building Fund Investment in the amount of \$9,420,024; and further that the 5-Year Capital Plan be approved as presented.”

Operating Budget 2023-2024

“that Municipal Council accept the recommendation of the Finance Committee and approve the 2023-2024 Operating Budget in the amount of \$39,047,100.”

“that Municipal Council approve the 2023-2024 Residential Tax Rate of \$0.81 per \$100 of assessment.”

“that Municipal Council approve the 2023-2024 Commercial Tax Rate of \$1.957 per \$100 of assessment.”

“that Municipal Council approve the 2023-2024 Seasonal Commercial Tax Rate of \$1.468 per \$100 of assessment.”

“that Municipal Council approve the 2023-2024 Operating Budget Reserves Transfers including interest as noted in the 2023-2024 Draft Operating Budget.”

“that Municipal Council approve the 2023-2024 Flat Fee Area Rate of \$10 per residential and commercial property in the Village of Hebbville on behalf of the Hebbville Village Commission.”

Report Preparation	
Department	
Report Prepared by	
Report Approved by	
Date Reviewed by C.A.O.	

2023/24 DRAFT OPERATING BUDGET SUMMARY

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
Expenditures							
General Government Services							
Council and Other Legislative Services	\$ 473,579	\$ 719,000	\$ 719,000	\$ 791,400	\$ -	\$ 791,400	10.07%
Administrative and Financial Services							
- Personnel (salaries, benefits, training, travel & conferences)	1,468,181	1,861,300	1,860,900	2,132,200	-	2,132,200	14.55%
- Advisory Services (legal fees, shared services: HR, EDIA, audit & actuarial fees)	472,532	296,100	296,500	405,300	-	405,300	36.88%
- Municipal Services Building - office expenses, insurance, utilities & maintenance	515,604	677,000	682,500	740,200	-	740,200	9.34%
- Tax rebates & exemptions, tax sale fees, uncollectible taxes	239,151	427,300	442,300	455,400	-	455,400	6.58%
- Region 6 grant & Hebbville area rate	23,870	39,800	39,800	37,600	-	37,600	-5.53%
- Data processing & IT shared services	269,838	304,500	304,500	363,800	-	363,800	19.47%
- Government relations, Council Contingency, & Pandemic Assistance	421,225	183,500	183,500	190,000	-	190,000	3.54%
- Safe restart expenses	28,110	200,000	200,000	150,000	-	150,000	-25.00%
Grants to Organizations	586,413	582,600	527,100	609,000	-	609,000	4.53%
Assessment Services	695,379	687,500	687,500	690,300	-	690,300	0.41%
	5,193,883	5,978,600	5,943,600	6,565,200	-	6,565,200	9.81%
Protective Services							
Police	3,545,885	3,958,400	3,933,812	4,173,600	-	4,173,600	5.44%
Corrections and Other Law Enforcement	430,124	456,500	456,500	456,500	-	456,500	0.00%
Water Supply and Hydrant Charges	60,729	64,700	66,700	68,700	-	68,700	6.18%
Fire Protection Rate	3,560,821	3,846,300	3,846,300	4,359,900	-	4,359,900	13.35%
Emergency Measures (REMO/EMO) & Fire Services	426,815	513,100	513,100	657,900	-	657,900	28.22%
Inspection Services	526,294	732,100	733,400	874,000	-	874,000	19.38%
Other Protective Services	57,781	69,900	69,900	69,900	-	69,900	0.00%
	8,608,448	9,641,000	9,619,712	10,660,500	-	10,660,500	10.57%
Transportation Services							
Engineering Services	527,393	764,900	704,300	750,500	-	750,500	-1.88%
Roads and Streets	1,193,708	1,657,500	1,564,900	1,491,700	2,400	1,494,100	-9.86%
Street Lighting	161,895	171,300	171,300	172,100	-	172,100	0.47%
CES Facility	66,662	110,600	110,600	99,400	-	99,400	-10.13%
	1,949,659	2,704,300	2,551,100	2,513,700	2,400	2,516,100	-6.96%
Environmental Health Services							
Sewage Collections and Disposals	669,139	824,300	863,395	886,400	-	886,400	7.53%
Garbage Collections	1,156,527	1,300,700	1,298,200	1,334,100	-	1,334,100	2.57%
Waste Site	1,238,677	1,338,000	1,338,000	1,423,000	-	1,423,000	6.35%

2023/24 DRAFT OPERATING BUDGET SUMMARY

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
Public Health	3,064,343	3,463,000	3,499,595	3,643,500	-	3,643,500	5.21%
Regional Housing	34,372	35,000	35,000	35,000	-	35,000	0.00%
Environmental Planning and Zoning							
Planning and Zoning	658,445	1,381,800	1,163,200	1,380,400	282,800	1,663,200	20.36%
Community and Economic Development	1,833,333	1,174,700	724,700	894,600	370,000	1,264,600	7.65%
	2,491,778	2,556,500	1,887,900	2,275,000	652,800	2,927,800	14.52%
Recreation, Culture & Tourism							
Recreation	1,260,099	1,621,700	1,612,900	1,844,400	-	1,844,400	13.73%
Active Transportation	-	-	-	150,000	-	150,000	0.00%
Tourism	95,731	226,200	226,200	220,200	-	220,200	-2.65%
Multi-Purpose Facility	1,065,223	663,800	663,800	671,600	-	671,600	1.18%
Regional Libraries	158,134	199,700	199,700	199,700	-	199,700	0.00%
	2,579,187	2,711,400	2,702,600	3,085,900	-	3,085,900	13.81%
Education	8,598,029	8,802,600	8,802,600	9,539,900	-	9,539,900	8.38%
Sub Total Expenditures	32,519,698	35,892,400	35,042,107	38,318,700	655,200	38,973,900	55.35%
Debt, Financing and Transfers	2,169,667	(287,800)	162,200	165,500	(120,000)	45,500	-115.81%
Total Expenditures	34,689,365	35,604,600	35,204,307	38,484,200	535,200	39,019,400	9.59%
Revenue							
Tax Revenue	32,755,485	33,654,200	34,742,700	36,159,400	2,500	36,161,900	7.45%
Non Tax Revenue	1,933,880	1,962,100	2,762,690	2,785,200	100,000	2,885,200	47.05%
Total Revenue	34,689,365	35,616,300	37,505,390	38,944,600	102,500	39,047,100	9.63%
Surplus (Deficit)	\$ -	\$ 11,700	\$ 2,301,083	\$ 460,400	\$ (432,700)	\$ 27,700	

2023-24 Budget Additions

Department/Description	Expenditure Amount	Revenue Amount	Net Cost (Surplus)
Protective Services			
Regional Fire Training Facility Reserve Fund	\$ 100,000	\$ -	100,000
Reserve Transfer for Fire Training Facility	-	100,000	(100,000)
	-	-	-
Planning & Development Services			
Private Roads	2,400	2,500	(100)
Planning Personnel - Climate Change	87,800	-	87,800
Research & Innovation Grants	10,000	-	10,000
Public Transit Grants - Lun County Wheels	65,000	-	65,000
Climate Projects	-	-	-
Repayable CEF Grants	120,000	-	120,000
CEF Program LCCF Trust Transfer	-	120,000	(120,000)
Economic Development Services			
Community HUB Leaseholds	300,000	-	300,000
Sector Profiles	20,000	-	20,000
Food Hub	50,000	-	50,000
Recreation Services			
Tourism Marketing Levy	-	100,000	(100,000)
TOTAL ADDITIONS	\$ 755,200	\$ 322,500	\$ 432,700

**Municipality of the District of Lunenburg
Legislative and Administration**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Change Budget 2024 to Budget 2023
INCOME							
Student Grants	6,560	8,400	8,400	-	-	-	-100.0%
Miscellaneous Revenue	6,245	6,300	6,300	6,300	-	6,300	0.0%
	12,805	14,700	14,700	6,300	-	6,300	-57.1%
EXPENDITURES							
General Government Services							
Legislative Services (Council)	468,914	711,800	711,800	785,000	-	785,000	10.3%
Members-at-Large	4,665	7,200	7,200	6,400	-	6,400	-11.1%
Personnel (salaries, benefits, training, travel & conferences)	782,032	1,119,000	1,119,000	1,331,500	-	1,331,500	19.0%
Advisory Services (legal fees, shared services: HR, EDIA)	443,848	263,100	263,100	370,800	-	370,800	40.9%
Office Expense	34,051	35,000	35,000	35,000	-	35,000	0.0%
Council Approved Contingency	19,730	80,000	80,000	80,000	-	80,000	0.0%
Community Pandemic Assistance Grant - SSRH	293,597	-	-	-	-	-	-
	-	50,000	50,000	50,000	-	50,000	0.0%
Government Relations	107,898	103,500	103,500	110,000	-	110,000	6.3%
	2,154,735	2,369,600	2,369,600	2,768,700	-	2,768,700	16.8%
Other							
Elections	-	-	-	-	-	-	-
Litter Clean Up Program	5,300	10,000	10,000	10,000	-	10,000	0.0%
	5,300	10,000	10,000	10,000	-	10,000	0.0%

Municipality of the District of Lunenburg
Legislative and Administration

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Change Budget 2024 to Budget 2023
Transfers to (from) Reserves & Funds							
Reserve for Pension Plan Transfer	(299,493)	-	-	-	-	-	
Election Reserve	50,000	50,000	50,000	50,000	-	50,000	0.0%
Transfer for Hospital Donation	-	(50,000)	(50,000)	(50,000)	-	(50,000)	0.0%
	(249,493)	-	-	-	-	-	100.0%
	1,910,542	2,379,600	2,379,600	2,778,700	-	2,778,700	
NET EXPENDITURES	\$ (1,897,737)	\$ (2,364,900)	\$ (2,364,900)	\$ (2,772,400)	\$ -	\$ (2,772,400)	17.2%

**Municipality of the District of Lunenburg
Protective Services**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
INCOME							
Fire Protection Area Rates	\$ 3,565,895	\$ 3,846,300	\$ 3,846,300	\$ 4,359,900	\$ -	\$ 4,359,900	13.4%
Police Prosecution Fines & Clearance Certificates	59,956	60,000	60,000	60,000	-	60,000	0.0%
REMO - Partners contribution	60,124	73,400	73,400	87,100	-	87,100	18.7%
	3,685,975	3,979,700	3,979,700	4,507,000	-	4,507,000	13.2%
EXPENDITURES							
Fire Protection - Volunteer Fire Departments	3,560,821	3,846,300	3,846,300	4,359,900	-	4,359,900	13.4%
Fire Services Administration & Grants	294,399	343,800	343,800	388,000	-	388,000	12.9%
	3,855,220	4,190,100	4,190,100	4,747,900	-	4,747,900	13.3%
Police Protection - RCMP	3,508,163	3,918,500	3,895,312	4,130,600	-	4,130,600	5.4%
Provincial Corrections	430,124	456,500	456,500	456,500	-	456,500	0.0%
Senior Safety Coordinator Grant	14,480	25,400	25,400	25,400	-	25,400	0.0%
Other Law Enforcement	37,722	39,900	38,500	43,000	-	43,000	7.8%
	3,990,488	4,440,300	4,415,712	4,655,500	-	4,655,500	4.8%
REMO Personnel & Expenditures	119,710	146,200	146,200	171,800	-	171,800	17.5%
Local EMO Services	5,687	9,100	9,100	8,100	-	8,100	-11.0%
Shelter Grants	7,019	14,000	14,000	30,000	-	30,000	114.3%
Drought Response	-	-	-	60,000	-	60,000	100.0%
	132,416	169,300	169,300	269,900	-	269,900	59.4%
Animal Control	43,301	44,500	44,500	44,500	-	44,500	0.0%

**Municipality of the District of Lunenburg
Protective Services**

	2021/22	2022/23	2022/23	2023/24	2023/24	2023/24	<i>Percent Change Budget 2024 to Budget 2023</i>
	Actual	Annual Budget	Budget Forecast	Adjusted Baseline	Additions	Proposed Budget	
Transfers to (from) Reserves & Funds							
Transfer from General Operating Reserve - Drought Financing	-	-	-	(50,000)	-	(50,000)	100.0%
Transfer from General Operating Reserve - Regional Fire Training Facility	-	-	-	-	(100,000)	(100,000)	
Transfer to Fire Training Facility Reserve	-	-	-	-	100,000	100,000	100.0%
	-	-	-	(50,000)	-	(50,000)	
	8,021,425	8,844,200	8,819,612	9,667,800	-	9,667,800	
NET EXPENDITURES	\$ (4,335,450)	\$ (4,864,500)	\$ (4,839,912)	\$ (5,160,800)	\$ -	\$ (5,160,800)	6.1%

Municipality of the District of Lunenburg
Engineering Department

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
INCOME							
Area Rate - Streetlights	\$ 139,491	\$ 143,100	\$ 143,100	\$ 148,900	\$ -	\$ 148,900	4.1%
CES Facility							
Expense Recovery	55,506	79,000	79,000	82,400	-	82,400	4.3%
Rental	86,966	87,000	87,000	87,000	-	87,000	0.0%
	<u>142,472</u>	<u>166,000</u>	<u>166,000</u>	<u>169,400</u>	<u>-</u>	<u>169,400</u>	<u>2.0%</u>
Waste Water Treatment							
Sewer Area Rates	482,279	462,300	462,300	488,800	-	488,800	5.7%
Hydrant Charges	70,139	58,000	58,000	64,000	-	64,000	10.3%
Sewer Interest and permit fees	5,296	2,000	3,000	2,500	-	2,500	25.0%
	<u>557,714</u>	<u>522,300</u>	<u>523,300</u>	<u>555,300</u>	<u>-</u>	<u>555,300</u>	<u>6.3%</u>
Engineering Services							
Student Grants	11,600	-	-	-	-	-	
Other Administration							
Building rental	4,500	-	-	-	-	-	
	<u>855,777</u>	<u>831,400</u>	<u>832,400</u>	<u>873,600</u>	<u>-</u>	<u>873,600</u>	<u>5.1%</u>
EXPENDITURES							
Engineering Services							
Advertising, Legal and Advisory Services	65,934	95,500	51,500	68,500	-	68,500	-28.3%
Hydrants	60,729	64,700	66,700	68,700	-	68,700	6.2%
Personnel (salaries, benefits, training, travel & conferences)	456,780	659,400	646,800	672,000	-	672,000	1.9%
Office Expense	4,679	10,000	6,000	10,000	-	10,000	0.0%
Return of Schools	11,509	20,700	23,500	22,200	-	22,200	7.2%
Garbage Collections	1,156,527	1,300,700	1,298,200	1,334,100	-	1,334,100	2.6%
	<u>1,756,158</u>	<u>2,151,000</u>	<u>2,092,700</u>	<u>2,175,500</u>	<u>-</u>	<u>2,175,500</u>	<u>1.1%</u>

**Municipality of the District of Lunenburg
Engineering Department**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	<i>Percent Change Budget 2024 to Budget 2023</i>
Other Administration							
Municipal Services Bldg - Janitorial	53,530	72,800	72,800	74,000	-	74,000	1.6%
Municipal Services Bldg - maintenance	134,090	195,000	188,500	189,500	-	189,500	-2.8%
	187,620	267,800	261,300	263,500	-	263,500	-1.6%
Transportation							
Municipal Road Maintenance	360,684	426,100	333,500	350,000	-	350,000	-17.9%
Provincial Road Contribution	440,149	462,000	462,000	493,100	-	493,100	6.7%
J Class Road Paving	142,917	500,000	500,000	350,000	-	350,000	-30.0%
Street Lighting	161,895	171,300	171,300	172,100	-	172,100	0.5%
	1,105,646	1,559,400	1,466,800	1,365,200	-	1,365,200	-12.5%
CES Facility							
Building Maintenance	52,863	92,100	92,100	82,400	-	82,400	-10.5%
Non-recoverable expenses	13,800	18,500	18,500	17,000	-	17,000	-8.1%
	66,662	110,600	110,600	99,400	-	99,400	-10.1%
Waste Water Treatment							
Personnel (salaries, benefits, training, travel) & other shared costs	238,095	339,700	356,650	379,200	-	379,200	11.6%
Hebbsville	91,400	104,100	116,840	114,600	-	114,600	10.1%
Riverside and Shore Drive	26,982	34,300	39,630	35,000	-	35,000	2.0%
Cookville	187,031	198,700	200,130	205,500	-	205,500	3.4%
New Germany Lift Stations	25,490	37,000	53,430	37,900	-	37,900	2.4%
New Germany Treatment Plant	100,141	110,500	96,715	114,200	-	114,200	3.3%
	669,139	824,300	863,395	886,400	-	886,400	7.5%
	3,785,225	4,913,100	4,794,795	4,790,000	-	4,790,000	-2.5%

Municipality of the District of Lunenburg
Engineering Department

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
Transfers to (from) Reserves & Funds							
Transfer To (From) Sewer Reserves	175,000	175,000	175,000	175,000	-	175,000	
CCBF Reserve - Roads	(142,917)	(500,000)	(500,000)	(350,000)	-	(350,000)	
Operating Reserve - Roads	25,000	25,000	25,000	25,000	-	25,000	
Operating Reserve -CES	25,000	25,000	25,000	25,000	-	25,000	
	82,083	(275,000)	(275,000)	(125,000)	-	(125,000)	
	3,867,308	4,638,100	4,519,795	4,665,000	-	4,665,000	
NET EXPENDITURES	\$ (3,011,531)	\$ (3,806,700)	\$ (3,687,395)	\$ (3,791,400)	\$ -	\$ (3,791,400)	-0.4%

**Municipality of the District of Lunenburg
 Planning, Building Inspection and Zoning**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	<i>Percent Change Budget 2024 to Budget 2023</i>
INCOME							
Private Roads Area Rate	\$ 262,456	\$ 283,000	\$ 283,000	\$ 313,200	\$ 2,500 ¹	\$ 315,700	11.6%
Building Permits & Development Fees	110,703	82,500	87,500	81,500	-	81,500	-1.2%
Sale of Services	29,235	222,100	222,100	462,800	-	462,800	108.4%
D&U Recovery/Sundry	-	-	15,700	100	-	100	0.0%
Civic Numbering	9,840	9,900	9,900	9,900	-	9,900	0.0%
Floodline Mapping Grant	-	170,000	-	-	-	-	-100.0%
Public Transit Grant	-	-	50,000	50,000	-	50,000	
Fancy Lake Study Grant	5,529	-	-	-	-	-	
Sustainability/Student Grants	21,560	4,200	4,200	8,400	-	8,400	100.0%
	439,323	771,700	672,400	925,900	2,500	928,400	20.3%
EXPENDITURES							
Building Inspection							
Personnel (salaries, benefits, training, travel & conferences)	367,066	649,100	645,300	737,400	-	737,400	13.6%
Office Expense	159,228	83,000	88,100	136,600	-	136,600	64.6%
	526,294	732,100	733,400	874,000	-	874,000	19.4%
Private Roads	249,958	269,400	269,400	298,600	2,400 ¹	301,000	11.7%

**Municipality of the District of Lunenburg
Planning, Building Inspection and Zoning**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
Planning							
Personnel (salaries, benefits, training, travel & conferences)	605,226	841,700	840,800	899,600	87,800 ²	987,400	17.3%
Planning Services	6,855	8,400	8,400	14,200	-	14,200	69.0%
Boundary Review	-	7,000	7,000	-	-	-	-100.0%
Legal & Other Administrative	21,808	31,700	72,500	25,200	-	25,200	
MODL 2040 Engagement	-	106,000	-	34,200	-	34,200	-67.7%
Climate Projects	-	17,000	-	27,200	-	27,200	
Floodline Mapping Project	-	170,000	-	-	-	-	-100.0%
Research & Innovation Grants	-	-	-	-	10,000 ³	10,000	
Public Transit Grants	-	-	34,500	-	65,000 ⁴	65,000	
Repayable CEF Grants	24,556	200,000	200,000	380,000	120,000 ⁵	500,000	150.0%
	<u>658,445</u>	<u>1,381,800</u>	<u>1,163,200</u>	<u>1,380,400</u>	<u>282,800</u>	<u>1,663,200</u>	<u>20.4%</u>
Transfers to (from) Reserves & Funds							
Clean Energy Financing Program	33,853	(200,000)	(200,000)	(380,000)	(120,000) ⁵	(500,000)	150.0%
	<u>33,853</u>	<u>(200,000)</u>	<u>(200,000)</u>	<u>(380,000)</u>	<u>(120,000)</u>	<u>(500,000)</u>	
	1,468,550	2,183,300	1,966,000	2,173,000	165,200	2,338,200	
NET EXPENDITURES	<u>\$ (1,029,227)</u>	<u>\$ (1,411,600)</u>	<u>\$ (1,293,600)</u>	<u>\$ (1,247,100)</u>	<u>\$ (162,700)</u>	<u>\$ (1,409,800)</u>	<u>-0.1%</u>

Notes:

- 1. Lower Cabin Road new maintenance area
- 2. New Climate Change Personnel 1 FTE
- 3. New Research & Innovation Grant

- 4. Transit Grant - Lunenburg County Wheels
- 5. Additional CEF Grant with funding offset from Lunenburg County Community Fund Trust

**Municipality of the District of Lunenburg
Economic Development**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget
INCOME						
Grants & Other Revenue	7,900	\$ -	\$ 6,000	\$ -	\$ -	\$ -
	7,900	-	6,000	-	-	-
EXPENDITURES						
Personnel (salaries, benefits, training, travel & conferences)	314,670	289,700	289,700	334,100	-	334,100
Legal & Office Expenses	7,529	38,500	38,500	38,500	-	38,500
Community HUB	-	-	-	-	300,000 ¹	300,000
Internet Project	1,500,000	700,000	250,000	450,000	-	450,000
Economic Development Strategy	-	75,000	75,000	-	-	-
Community Development Projects	11,134	71,500	71,500	72,000	70,000 ²	142,000
	1,833,333	1,174,700	724,700	894,600	370,000	1,264,600
Transfers to (from) Reserves & Funds						
Transfer From Reserves - CCBF	(1,500,000)	(700,000)	(250,000)	(450,000)	-	(450,000)
	333,333	474,700	474,700	444,600	370,000	814,600
NET EXPENDITURES	\$ (325,433)	\$ (474,700)	\$ (468,700)	\$ (444,600)	\$ (370,000)	\$ (814,600)

Notes:

1. Community HUB leaseholds
2. Sector Profiles \$20,000, Food Hub \$50,000

**Municipality of the District of Lunenburg
Recreation Services**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
INCOME							
Recreation Fees	\$ 33,782	\$ 57,000	\$ 60,140	\$ 78,500	\$ -	\$ 78,500	37.7%
ProKids	20,709	15,000	15,000	15,000	-	15,000	0.0%
Rental Revenue	2,528	7,000	8,450	-	-	-	-100.0%
Recreation Grant	357,867	155,000	155,000	175,000	-	175,000	12.9%
Tourism - VIC	35,597	46,000	46,000	13,000	-	13,000	-71.7%
Tourism Marketing Levy	-	-	-	-	100,000 ¹	100,000	
	450,483	280,000	284,590	281,500	100,000	381,500	36.3%
EXPENDITURES							
General Services							
Sponsor Ad & Municipal Celebration	7,848	14,500	14,500	14,500	-	14,500	0.0%
Grants to Organizations	563,766	485,900	430,400	511,800	-	511,800	5.3%
DARE Program	-	1,500	1,500	-	-	-	-100.0%
Legal	2,539	10,000	10,000	12,000	-	12,000	20.0%
Insurance & Office Expenses	6,961	10,700	10,700	10,700	-	10,700	0.0%
Personnel (salaries, benefits, training, travel & conferences)	535,713	574,000	574,000	660,400	-	660,400	15.1%
	1,116,826	1,096,600	1,041,100	1,209,400	-	1,209,400	10.3%
Parks & Recreation Building							
Park Maintenance Personnel (salaries, benefits, training, travel & conferences)	238,657	420,000	423,700	415,200	-	415,200	-1.1%
Building, Grounds & Park Maintenance	202,042	210,100	204,100	270,400	-	270,400	28.7%
Building Utilities	15,789	18,700	18,700	21,900	-	21,900	17.1%
Telephone	6,296	8,500	8,500	7,500	-	7,500	-11.8%
Insurance	60,540	73,500	73,500	82,600	-	82,600	12.4%
Office Expense	4,397	10,200	10,200	10,200	-	10,200	0.0%
	527,721	741,000	738,700	807,800	-	807,800	9.0%

**Municipality of the District of Lunenburg
Recreation Services**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
Recreation Programs							
Parks Equipment and Special Programs	85,300	134,200	131,200	167,200	-	167,200	24.6%
Winter Programs	6,527	13,700	13,700	13,800	-	13,800	0.7%
Spring Programs	4,052	10,800	8,500	11,100	-	11,100	2.8%
Swimming Program	8,241	12,000	12,000	16,000	-	16,000	33.3%
Summer Programs	80,632	116,500	115,300	146,500	-	146,500	25.8%
Fall Programs	7,641	14,000	14,000	14,100	-	14,100	0.7%
Special Events - supplies & advertising	4,274	5,500	5,500	7,500	-	7,500	36.4%
	<u>196,666</u>	<u>306,700</u>	<u>300,200</u>	<u>376,200</u>	<u>-</u>	<u>376,200</u>	<u>22.7%</u>
Active Transportation - paved shoulders	-	-	-	150,000	-	150,000	100.0%
Tourism	95,731	226,200	226,200	220,200	-	220,200	-2.7%
<i>(Tourism Officer wages & benefits in Ec Dev prior year)</i>							
Transfers to (from) Reserves & Funds							
Open Space Strategy	60,000	60,000	60,000	60,000	-	60,000	0.0%
General Reserves - Trail Contribution	-	(60,000)	(60,000)	-	-	-	
Pro Kids	4,195	-	-	-	-	-	
CCBF- Active Transportation	-	-	-	(150,000)	-	(150,000)	100.0%
CCBF- Trail Groups	(115,350)	(59,900)	(59,900)	(68,000)	-	(68,000)	13.5%
	<u>(51,155)</u>	<u>(59,900)</u>	<u>(59,900)</u>	<u>(158,000)</u>	<u>-</u>	<u>(158,000)</u>	<u>163.8%</u>
	<u>1,885,788</u>	<u>2,310,600</u>	<u>2,246,300</u>	<u>2,605,600</u>	<u>-</u>	<u>2,605,600</u>	
NET EXPENDITURES	<u>\$ (1,435,305)</u>	<u>\$ (2,030,600)</u>	<u>\$ (1,961,710)</u>	<u>\$ (2,324,100)</u>	<u>\$ 100,000</u>	<u>\$ (2,224,100)</u>	<u>9.5%</u>

Notes:

1. Assumption for new Tourism Marketing Levy revenue

**Municipality of the District of Lunenburg
Financial Services**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
INCOME							
Assessable Property	\$ 27,984,607	\$ 28,607,400	\$ 29,695,100	\$ 30,529,500	\$ -	\$ 30,529,500	6.72%
Grant In Lieu	250,619	254,100	254,900	255,100	-	255,100	0.39%
Licenses and Permits	15,330	12,100	12,100	12,100	-	12,100	0.00%
Interest Income	351,787	301,000	1,001,000	1,002,000	-	1,002,000	232.89%
Interest on Taxes	257,232	212,500	264,500	252,000	-	252,000	18.59%
Tax Sale Fees	57,772	70,000	70,000	70,000	-	70,000	0.00%
Miscellaneous Revenue	225,815	187,800	322,800	134,400	-	134,400	-28.43%
Grants of Farm & Conservation Properties	93,940	93,900	95,200	95,200	-	95,200	1.38%
	29,237,101	29,738,800	31,715,600	32,350,300	-	32,350,300	8.78%
EXPENDITURES							
General							
Personnel (salaries, benefits, training, travel & conferences)	686,149	742,300	741,900	800,700	-	800,700	7.87%
Office & Equipment Expense	152,898	183,000	183,000	187,100	-	187,100	2.24%
Bank Interest and Charges	4,049	4,200	4,200	4,700	-	4,700	11.90%
Audit & Actuarial Fees	22,943	28,000	28,400	29,500	-	29,500	5.36%
Tax Rebate and Exemptions	161,446	255,700	270,700	309,400	-	309,400	21.00%
Advisory Services	5,740	5,000	5,000	5,000	-	5,000	0.00%
Data Processing & IT Shared Services	269,838	304,500	304,500	363,800	-	363,800	19.47%
Sundry	2,202	1,500	1,500	1,500	-	1,500	0.00%
Tax Sale Expenses	54,461	70,000	70,000	70,000	-	70,000	0.00%

**Municipality of the District of Lunenburg
Financial Services**

	2021/22 Actual	2022/23 Annual Budget	2022/23 Budget Forecast	2023/24 Adjusted Baseline	2023/24 Additions	2023/24 Proposed Budget	Percent Change Budget 2024 to Budget 2023
LRCRC - Waste Site Costs	1,219,783	1,311,000	1,311,000	1,395,000	-	1,395,000	6.41%
LRCRC - Monitoring Costs	12,042	20,000	20,000	20,000	-	20,000	0.00%
Previously Exempt Waste (Parks & Fire Depts)	6,853	7,000	7,000	8,000	-	8,000	14.29%
Region 6 Operating Grant	19,870	35,800	35,800	33,600	-	33,600	-6.15%
Grant Hebbville Area Rate	4,000	4,000	4,000	4,000	-	4,000	0.00%
Insurance	125,476	166,300	175,500	227,700	-	227,700	36.92%
Uncollectible Taxes	21,043	100,100	100,100	74,500	-	74,500	-25.57%
Safe Restart Expenses	28,110	200,000	200,000	150,000	-	150,000	-25.00%
Debt Service - Principal & Interest	654,939	-	-	-	-	-	
	3,451,841	3,438,400	3,462,600	3,684,500	-	3,684,500	7.16%
Mandatory Contributions							
Assessment Services	695,379	687,500	687,500	690,300	-	690,300	0.41%
Regional Housing	34,372	35,000	35,000	35,000	-	35,000	0.00%
Regional Library	158,134	199,700	199,700	199,700	-	199,700	0.00%
Education	8,598,029	8,802,600	8,802,600	9,539,900	-	9,539,900	8.38%
	9,485,914	9,724,800	9,724,800	10,464,900	-	10,464,900	7.61%
Multi-Purpose Facility Costs	1,065,223	663,800	663,800	671,600	-	671,600	1.18%
Transfers to (from) Reserves & Funds							
Depreciation, Interest, Site Monitoring, LCLC Depreciation Reserve, Safe Restart	3,199,440	947,100	947,100	1,328,500	-	1,328,500	40.27%
	17,202,419	14,774,100	14,798,300	16,149,500	-	16,149,500	9.31%
NET SURPLUS (EXPENDITURE)	\$ 12,034,683	\$ 14,964,700	\$ 16,917,300	\$ 16,200,800	\$ -	\$ 16,200,800	8.26%

5 Year Capital Investment and Canada Community-Building Fund Plan	Strategic Priority	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Corporate Infrastructure & Accessibility Projects								
Facilities								
Accessibility Legislation Placeholder	Emerging Issues	125,000	250,000	250,000	250,000	250,000	-	Provincial Regulations 2022- Placeholder for accessible upgrades to buildings, Municipal Services Building, MARC, Public Washrooms. Assume grant up to 50%. Reserve Municipal portion (i.e. \$125,000 per year)
Accessibility Plan Improve Rec Assets, beaches etc.	Re-Create Parks!	125,000	175,000	175,000	175,000	250,000	-	Application submitted for Accessibility grant. Priorities Mush-a-Mush, Miller, Hirtle's, Indian Falls, Sunset Park, River Ridge Common, and water access sites. Accessibility plan will determine priorities. In addition we will upgrade trash stations, tables, shelters, washrooms, bike stations. 1st priority is Mush-a-Mush for this fiscal. Funds from Land Sales Project will be re-invested in Parks. Improve accessibility for other Recreation assets based on accessibility plan to be completed in Year 1 Includes upgrades like mobi mat's, beach chairs (for swimming), covered shelters, etc. \$19,000 grant obtained for the Accessibility Audit of the Parks.
Park Standards Upgrades	Re-Create Parks!	340,000	625,000	375,000	425,000	275,000		Upgrades to parks as identified in the Park Standards Review. Sale of land to Open Space for funding allocated to Parks
MARC Ballfields	Re-Create Parks!	400,000						Mitigation of grub issues and ballfield repairs
MARC Facility Re-imagining	Re-Create Parks!				75,000		5,000,000	Estimate for design from assessment and then significant upgrades or re-imagining MARC (Bldg. demo and re-use) Assume 60% Grant Green Funds
Municipal Services Building Final Costs	Ongoing Capital Requirement	450,000	-	-				HVAC (3rd party warranty \$400,000), Miscellaneous upgrades
Office reconfiguration	Ongoing Capital Requirement	100,000						Create office space from existing storage room
Public Mooring installations	Emerging Issues	40,000						\$20,000 to come from MICA - 20 public buoys
Vehicles								
Engineering Dept Vehicle (EV)	Climate Change Action Plan	120,000	-	100,000				Awaiting delivery of Ford F150 - rec'd Council pre-budget approval
Bldg. Insp Vehicle Replacements (EV) (4)	Climate Change Action Plan			160,000				Estimate for 2 replacements per budget year indicated. Pre-approval Jan 2023 for 2 electric vehicles
Parks Vehicle Replacements	Climate Change Action Plan		120,000	120,000				

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
WWTP Van & Truck replacements (EV)	<i>Climate Change Action Plan</i>	-	120,000	120,000				To replace aging vehicles (2014 purchase year)
WWTP EV Chargers	<i>Climate Change Action Plan</i>		50,000					
Other								
Tax Bill Portal	<i>Emerging Issues</i>	15,000						Purchase software for online access to Tax Bills (SNSMR funding rec'd) also includes employee pay stubs Most likely have to carry over due to IT requirements
<i>Subtotal Corporate Infrastructure & Accessibility Projects</i>		1,715,000	<i>1,340,000</i>	<i>1,300,000</i>	<i>925,000</i>	<i>775,000</i>	<i>5,000,000</i>	
Climate Change Mitigation & Adaptation Projects								
Green/Climate Change Projects (\$500k/yr. - less projects i.e. solar panels)	<i>Climate Change Action Plan</i>	-	350,000	200,000	500,000	500,000		Council - Climate Change Emergency Declared Est \$500,000/year. Includes Solar panels & EV charges below. Sustainability Reserve to be created from unused budget monies.
Facility & Energy Assessment CES & Building Upgrades	<i>Climate Change Action Plan</i>	75,000	50,000	250,000				Assessment for energy upgrades and safety/accessibility options. Carry over to 2023/24 funding approved
Solar Panels - Municipal Building	<i>Climate Change Action Plan</i>	200,000						Install 100KW array on south side roof to reduce energy use and GHG emissions - installation to be finished in Spring 2023
Solar Panels - New Germany WWTP (incl PS's)	<i>Climate Change Action Plan</i>		175,000					Installation of 100KW system
Solar Panels - Conquerall Bank WWTP	<i>Climate Change Action Plan</i>	100,000						Installation of 10KW system, plus building addition to accommodate inverter
Solar Panels - Cookville WWTP (incl PS's)	<i>Climate Change Action Plan</i>			300,000				Installation of 100KW system
Solar Panels - CES Building	<i>Climate Change Action Plan</i>				150,000			Future installation after building upgrades completed

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Community Solar Garden	<i>Climate Change Action Plan</i>	220,000	13,500,000					5 MW system managed by AREA (energy savings equal to 700 homes or 150,000 trees). Sustainable communities challenge fund application 80% Year 1. Municipal partnership MODL 50%. Subscription model to be considered. \$880,000 contribution from Lunenburg County Community Fund in Trust.
Recreation Climate Change projects	<i>Climate Change Action Plan</i>							Placeholder for recreation Projects (TBD)
Petite Riviere Watershed Flood Mitigation	<i>Climate Change Action Plan</i>	20,000	-	-				Detailed assessment of mitigation options complete. Carry over in Year 1 for implementation.
Public Transit - Osprey Village	<i>Osprey Village Growth Centre</i>	250,000	250,000	-				Transit costs for route in Osprey Village. Gas Tax (CCBF) earmarked \$236,900
EV Chargers Study	<i>Climate Change Action Plan</i>	25,000						Community Plan side of Climate Change Strategy - Study Outcome might not be owned infrastructure - carry over
EV Fleet Chargers	<i>Climate Change Action Plan</i>	120,000						Install EV charges in the fleet parking lot at Municipal Services Building - obtained Council's pre-budget approval. Corporate Plan side of Climate Change Strategy
<i>Subtotal Climate Change Mitigation & Adaptation Projects</i>		1,010,000	14,325,000	750,000	650,000	500,000	-	
Economic Development Projects								
Internet	<i>Prior Strategic Priority</i>	450,000	180,000	-				Per Council Internet Strategy - remaining areas include Molega Lake & Tancook Islands
Osprey Village Extension of Champlain - to Lot 9 (new 21-1)	<i>Osprey Village Growth Centre</i>		700,000					Road extension to facilitate development. This project will be tied to the FH Development expansion and sewer expansion
Beautification - Osprey Village	<i>Osprey Village Growth Centre</i>		50,000	50,000				Staff will look to develop a beautification strategy with implementation in 2024/25
Wayfinding (Directional/Visual Signage to MODL Assets)	<i>Prior Strategic Priority</i>	225,000	225,000	225,000	-			Development of the strategy, design, location and priorities complete. Implementation of 5-year strategy continues through 2025/26.
<i>Subtotal Economic Development Projects</i>		675,000	1,155,000	275,000	-	-	-	

5 Year Capital Investment and Canada Community-Building Fund Plan	Strategic Priority	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Trail Development Projects								
Annual contribution to Trail Groups	Prior Strategic Priority	68,024	68,024	68,024	74,836	74,836		Annual budgeted grant to local Trail associations (\$482/km increase to \$531/km in year 3 then \$584/km Year 6) for ongoing trail capital requirements. Central Nova has been added as now look after 4 kms.
Art on the Trail/in the Parks	Re-Create Parks!	33,000	20,000	22,000	24,000	26,000		Continuation of art installations on MODL trails in consultation with Aboriginal/Indigenous group. \$15,000 carried over, combined with \$18,000 budgeted 2023/24. Grant funding will be sought to offset cost. Expected to install four art pieces.
Arthur Young Trail	Re-Create Parks!		30,000		10,000			Upgrade existing trail
Osprey Village AT Connection Pedestrian Bridge	Osprey Village Growth Centre	700,000	6,880,000	2,000,000				Trunk 10 AT Project cost \$9.7 M (73.3% grant funding estimate) - pedestrian bridge over Highway 103 and connecting pathways. September 2023 start date.
Indian Falls Trail upgrade	Re-Create Parks!	90,000						Carry over of \$90,000 for trail
MARC existing Trail Upgrade	Re-Create Parks!	30,000						Capital upgrades to existing trail (ditching, culverts, surfacing)
MARC Trail Connect/Bridge	Re-Create Parks!		100,000					Completion of 800m trail connection
Osprey Village Trail Connector	Osprey Village Growth Centre	800,000						Approvals from NSPW, NSP, NSE. Verbal easements received over 3 privately owned land parcels. Most likely no grant
Subtotal Trail Development Projects		1,721,024	7,098,024	2,090,024	108,836	100,836	-	
Parks & Open Space Projects								
Future Land Purchases	Emerging Issues	50,000	50,000	50,000	50,000	50,000		Open Space reserves availability
Park Roads - Miller Point	Re-Create Parks!			90,000				Upgrades to existing road for easier future maintenance
Park Roads - Indian Falls	Re-Create Parks!	30,000						Install culvert and related upgrades (installation: June - September 2023)
Mush-a-Mush Park Upgrades	Re-Create Parks!							Upgrades to be informed by Park Standards
Pinegrove Park Upgrades	Re-Create Parks!							Replace rink & other upgrades to be informed by Park Standards.
River Ridge Phase 5	Re-Create Parks!			140,000				2023:24: Phase 5 Construct upper parking lot. Signage will be moved
Sawpit Park	Re-Create Parks!	29,000						Community Plan to be awarded in fiscal 2022-2023; funds carried over from 2022-23; upgrades as a result of plans

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
Wharf Assessment/Upgrades - Rose Bay	<i>Ongoing Capital Requirement</i>							Wharf assessment to determine upgrades required - Community group responsibility per management agreement
Wharf Assessment/Upgrades - Sawpit	<i>Re-Create Parks!</i>	15,000						Wharf assessment in Year 1 to determine upgrades required
Wile's Lake Park	<i>Re-Create Parks!</i>							Park Standards to be adopted before Community Concept Plan initiated
Pickleball Courts	<i>Prior Strategic Priority</i>	800,000	100,000	100,000	100,000			Design and construct outdoor pickleball courts. Other amenities will be determined through community consultation. Year 1 - 3rd party contribution estimate total \$110,000 (estimate \$150,000 CCH,\$10,000 Pickleball Club)
Subtotal Parks & Open Space Projects		924,000	150,000	380,000	150,000	50,000	-	
Paving Projects - Roads & Shoulders								
AT Paved Shoulders	<i>Prior Strategic Priority</i>	150,000	150,000	150,000	150,000	150,000		Estimate cost per km \$175,000
AT Plan - upgrade existing plan	<i>Osprey Village Growth Centre</i>	50,000						Develop AT Plan for Osprey Village - 100% funded up to \$50,000
J Class Roads (NSPW paving Partnership)	<i>Prior Strategic Priority</i>	350,000	350,000	350,000	350,000	350,000		NSPW partnership to pave non-owned MODL roads. 2023/24 Request: The Point Rd (0.79 km), Darby's Head Rd (0.45 km), St. Augustine Rd (0.13km), Riverside(0.1 km), Freeman(0.37 km), Riverview (0.18 km) & Church(0.25 km) Total 3.12km
Municipal Roads Paving								
Homestead Estates Paving	<i>Prior Strategic Priority</i>						1,044,000	Next priority municipal road upgrade
Jessie Lane Upgrade	<i>Prior Strategic Priority</i>						750,000	Next priority municipal road upgrade after Homestead Estates
Billie Lane Upgrade	<i>Prior Strategic Priority</i>						400,000	Cost share with developer
Curbs & Sidewalks								
Nathan Cirillo/Pinegrove	<i>Prior Strategic Priority</i>	-	40,000	800,000				Curbing and sidewalks in Osprey Village Commercial Centre Area (80% grant)
Subtotal Paving Projects - Roads & Shoulders		550,000	540,000	1,300,000	500,000	500,000	2,194,000	

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
<i>Water, Wastewater & Environmental Protection Projects</i>								
Centre School Assessments, Bldg. Demo & Soil Remediation	<i>Ongoing Capital Requirement</i>			100,000	2,000,000			ESA Assessment, Implementation of remediation & demolition of building. 73% grant funding estimate
Green Compost Carts	<i>Ongoing Capital Requirement</i>	60,000	60,000	60,000	60,000	60,000		Annual purchase of Green Compost Carts
Osprey Village Water Tower	<i>Osprey Village Growth Centre</i>	925,000	2,700,000	215,000				Water Tower - funding 73% of \$2.9M, TOB MODL share 50% Total \$3.84M for tower and connections, design included
WWTP - Annual Large Pump Rebuilding/Replacement Program	<i>Ongoing Capital Requirement</i>	10,000	10,000	10,000	10,000	10,000	-	Annual Large Pump Rebuilding/Replacement Program (\$10k/YEAR) 2023/24 NG PS#4; 2024/25 HB PS#20 Pump 1; 2025/26 HB PS#20 Pump 2; 2026/27 HB PS#19 Pump 1 ;2027/28 HB PS#19 Pump 2; 2028/29 HB PS#18 Pump 1; 2029/30 HB PS#18 Pump 2. HB would only be done if we don't upgrade the stations as part of the larger capital project for \$3M
WWTP Cookville Plant Expansion	<i>Osprey Village Growth Centre</i>	750,000	13,000,000	2,000,000				ICIP Grant 73.3% grant \$9.1M received for design and construction
WWTP Cookville I&I	<i>Osprey Village Growth Centre</i>	50,000						Carry over: Investigate inflow and infiltration in the Cookville waste water system - mitigation
WWTP Hebbville Pump Stns - Assess & Design	<i>Ongoing Capital Requirement</i>				175,000	4,000,000		Replace entire system, including 3 pump stations, as per CBCL's 2022 study
Conquerall Bank - I&I Study	<i>Ongoing Capital Requirement</i>	40,000	50,000					Inflow & infiltration study at Conquerall Bank System
Conq Bank - caustic soda system improvements	<i>Ongoing Capital Requirement</i>	50,000	170,000					Expand existing building and install caustic soda system
NG Flood prevention	<i>Ongoing Capital Requirement</i>			50,000				Build berm
WWTP NG Inflow & Infiltration Mitigation	<i>Ongoing Capital Requirement</i>	800,000		40,000				Phase 1 - based on video investigation, main pipe repairs. Phase 2 - identify all ppty's (247 homes) and eliminate sources of inflow and infiltration should it be necessary. Council pre-approval received.

5 Year Capital Investment and Canada Community-Building Fund Plan	<i>Strategic Priority</i>	Year 1 2023/24	Year 2 2024/25	Year 3 2025/26	Year 4 2026/27	Year 5 2027/28	Future Years 2028 +	Notes
WWTP NG Plant Upgrades	<i>Ongoing Capital Requirement</i>			100,000	125,000	2,000,000		Estimate for capacity study, design and refurbishment of NG Treatment Plant
WWTP NG Pump Stn 6 Electrical Upgrade	<i>Ongoing Capital Requirement</i>	90,000						Upgrades to Pump Stn 6 (\$30K PCAP) - carry over
Water Resiliency/Dry Wells	<i>Climate Change Action Plan</i>	50,000						Capital Project to address Dry wells
<i>Subtotal Water, Wastewater, Environmental Protection Projects</i>		2,825,000	15,990,000	2,575,000	2,370,000	6,070,000	-	
TOTAL PROJECT COST		\$ 9,420,024	\$ 40,598,024	\$ 8,670,024	\$ 4,703,836	\$ 7,995,836	\$ 7,194,000	
Funding		2023/24	2024/25	2025/26	2026/27	2027/28	2028 +	
<i>Canada Community-Building Fund (CCBF)</i>		1,938,024	764,024	793,024	674,836	574,836		
<i>Depreciation</i>		425,000	1,182,500	1,685,000	272,500	185,000		
<i>General Operating Reserve</i>		3,032,025	6,828,526	2,326,469	955,340	513,000		
<i>Potential Borrowing (Community Solar Project)</i>			-					
<i>Potential Borrowing (Waste Water Treatment)</i>		-	4,977,500	1,000,000	-	3,000,000		
<i>Sewer Reserve</i>		570,025	1,560,000	200,000	222,500	10,000		
<i>Open Space Reserve</i>		50,000	559,000	415,000	325,000	325,000		
<i>Sherbrooke</i>		-	-	-	-	-		
Subtotal Municipal Cost of Projects		6,015,074	15,871,550	6,419,493	2,450,176	4,607,836		
<i>Grants</i>		2,751,615	19,845,637	2,143,031	2,178,660	3,388,000		
<i>Other - 3rd party contributions (includes \$880,000 LCCF)</i>		653,335	4,880,837	107,500	150,000	-		
Total Funding		\$ 9,420,024	\$ 40,598,024	\$ 8,670,024	\$ 4,778,836	\$ 7,995,836		



Memorandum

To: Her Worship, Mayor Bolivar-Getson, and Councillors

From: Chairperson & Members of the Finance Committee

Date: April 6, 2023

Re: Recommendations of the Finance Committee

The Finance Committee, in session on Thursday, April 6, 2023, made the following recommendation(s) to Council:

1. That Municipal Council establish a reserve fund in the amount of \$100,000, separate from other fire service grants and funds for the purpose of constructing a regional fire training facility.
2. That Municipal Council approve the 2023-2024 Operating Budget as presented.

Respectfully submitted,

Chairman and Members
Finance Committee
/jgp
Attachment

Council
Item: #10.2.1
Date: April 11, 2023
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report to Council

Report To: Mayor Carolyn Bolivar-Getson and Municipal Council
Submitted By: Fire & Emergency Services Committee
Date: March 28, 2023
Re: Regional Fire Training Station

Background

At the meeting of the Fire & Emergency Services Committee (FESC) held on March 13, 2023, the Fire Services Coordinator gave a slide deck presentation on the three workshops that were held, one in late 2022 and two more in early 2023. The purpose of the workshops was to discuss the direction and possible strategic projects for fire and emergency services.

The Committee also discussed previous priorities and major accomplishments of the Lunenburg Fire & Emergency Services (LRFES), the FESC, and Municipal Council's collaborative work, as well as current issues facing fire & emergency services.

Some of the topics of discussion were;

- the importance and vital role fire departments play within the municipality and their individual communities;
- volunteer Landscape changing;
- recruitment & retention;
- capacity and governance challenges;
- safety and personal protective equipment ; and
- training in several areas were discussed at some length (development of General Operating guidelines in these areas suggested).

Discussion

The Committee has approved a tentative draft of strategic areas of focus that include:

- increasing minimum equipment standards;
- increasing safety for volunteers;
- increasing volunteer capacity and improving governance and funding models; and
- further investments in recruitment and retention initiatives.

These proposed outcomes will be presented to the Fire Service at the upcoming Annual General Meeting (AGM) in April.

During the discussions, the proposal of developing a regional fire facility was raised. There was considerable excitement from among committee members about the possibility of a facility that would be focused on increasing safety and training for volunteers. This initiative may also address other issues in the future, such as lack of coverage when volunteer resources are scarce. Such a facility would be located centrally and would feature modern live fire training ground props and classrooms facilities. There could also be truck bays for apparatus, possible sleeping quarters for on -call volunteers who may be provided a stipend. Other concepts included the possibility of a hazmat team, leased space for dispatch and/or police joint operations, and partnerships with other organizations.

A motion was passed recommending that Council make a financial contribution to a reserve fund for a possible regional training facility. A regional facility would require much discussion with local partners and municipalities, and would be a long range project. The committee believed that establishing an annual contribution to reserves for such a project would signal the Municipality’s intent to work with potential partners to develop the concept.

Report Preparation	
Department	Administration
Report Prepared by	Chris Kennedy, Fire Services Coordinator
Report Approved by	Alex Dumaresq, Deputy CAO
Date Reviewed by C.A.O.	



Memorandum

To: Her Worship, Mayor Bolivar-Getson, and Councillors

From: Chairperson & Members of the Finance Committee

Date: April 4, 2023

Re: Recommendations of the Finance Committee

The Finance Committee, in session on Tuesday, April 4, 2023, made the following recommendation(s) to Council:

1. That Municipal Council approve the 2023-2024 Capital Budget and the Canada Community Building Fund Investment in the amount of \$9,420,024; and further that the 5-Year Capital Plan be approved as presented.
2. That Municipal Council approve the 2023-2024 Reserves Transfers as presented in the 5-Year Capital Plan.
3. That Municipal Council adopt the Parks and Open Space Standards and Guidelines, creating space for everyone as presented with changes and direct staff to begin implementation in 2023.
4. That Municipal Council award the Bridgewater Fire Department Band \$2,500 towards their trip to perform at Menin Gate from August 17 to 25, 2023, and that the funds come from the Council approved Contingency Fund.

Respectfully submitted,

Chairman and Members
Finance Committee
/jgp
Attachment

Council
Item: #10.2.2
Date: April 11, 2023
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report to Council

Report To: Council
Submitted By: Marta Selassie, Trails & Open Space Coordinator
Date: April 11, 2023
Re: Parks & Open Space Standards and Guidelines

The Parks and Open Space Standards and Guidelines: creating space for everyone was presented to council at the Finance Committee meeting on April 4, 2023. Administration received feedback on the document and a motion was passed recommending the parks standards be forwarded to council for approval with amendments.

Motion

THAT Council adopt the Parks and Open Space Standards and Guidelines: creating space for everyone as presented and direct administration to begin implementation in 2023.

Once the park standards document has been approved, administration will develop an implementation strategy, define service levels and create an evaluation plan.

Report Preparation	
Department	
Report Prepared by	
Report Approved by	
Date Reviewed by C.A.O.	



Municipality of the District of Lunenburg Request for Decision

Report to: Municipality of the District of Lunenburg Finance Committee
Submitted by: Marta Selassie, Trails & Open Space Coordinator
Date: April 4, 2023
Re: Parks & Open Space Standards and Guidelines

Recommendation

It is respectfully recommended that Council adopt the Parks and Open Space Standards and Guidelines: creating space for everyone as presented and direct administration to begin implementation in 2023.

Executive summary

A recommendation included in the Open Space Strategic Plan was the development of minimum parks standards. The Parks and Open Space Standards and Guidelines (PSG), attached, provides a clear and principle focused approach to park maintenance and planning. The purpose of the document is to ensure consistency in standards and service delivery; provide a spectrum of opportunities across the district and account for the needs and abilities of all community members.

Defined within the document is a classification system that clearly articulates the goals and priorities MODL has regarding the provisions of parks and open spaces. The classification system is broken down to six categories: regional park, destination park, neighbourhood park, parkette, conservation land and sport park. The PSG list each park and the minimum amenity for each designation.

Discussion

The development and implementation of the Open Space Strategic Plan laid the foundation for the park network within the District of Lunenburg. For many years, the municipality focused on acquiring and developing parks, preserving access to lakes and coastlines and forging relationships with community groups for park and trail development. With many of the goals in the Open Space Strategy completed the time has come to change the focus from developing to recreating and maintaining.

Recreation trends have shifted, people are opting to head outdoors for leisure time pursuits. The Engage Nova Scotia Quality of Life survey results substantiated this with parks and trails as the top choice for how Nova Scotians choose to spend their leisure time. Further to this, the pandemic and travel restrictions accentuated the public's reliance on local parks and recreation. Interest and demand significantly increased reinforcing the vital role parks and open spaces have in our communities.

Continued investment in parks, trails and open spaces has tangible individual and socio-economic benefits. Recreational spaces not only contribute to the health and resiliency of the community by promoting active living, they also preserve the ecological health of the natural environment.

The 2021 census data for MODL shows the population is growing and aging. It also indicates that approximately 30% of residents are over the age of 65. MODL must ensure recreational opportunities and spaces are adapting to meet the growing diverse needs of an ageing population.

Improving the quality of MODL spaces has been identified as a priority of council.

Budget implications

The budgetary implications for the Parks and Open Space Standards is the implementation of the plan. Additional funding has been included in this year's budget to begin upgrading MODL spaces.

Strategic plan

Council has adopted vision, mission, and values statements and set strategic priorities that guide the overall direction of municipal management and focus the work of the municipality. The proposed park standards were developed in alignment with these.

Specifically, the park standards document commits to reducing and removing barriers within MODL spaces creating more **Equity and Inclusion** aligning with the MODL value statement and the Lunenburg County Accessibility Plan. The classification system and minimum requirements within support the 2023-2024 **RE-Create Parks** strategic priority.

Work plan

The recreation and engineering departments will work collaboratively to create an implementation and evaluation strategy and develop the levels of service to ensure the minimum standards defined within the standards are met.

Alternatives

1. THAT Council adopt the Parks and Open Space Standards and Guidelines: creating space for everyone as presented and direct administration to begin implementation in 2023.
2. THAT Council adopt the Parks and Open Space Standards and Guidelines with amendments.
3. THAT Council not approve the Parks and Open Space Standards and Guidelines and direct administration to present new options to council.

Conclusion

Given that the Parks and Open Spaces Standards and Guidelines align with the strategic priorities, recognizes the need to improve accessibility within parks and was identified as a need in Open Space Strategic Plan, administration recommends the Council adopt the Parks and Open Space Standards and Guidelines as presented and direct administration to begin implementation.

Report Preparation	
Department	Recreation, Parks & Tourism
Report Prepared by	Marta Selassie, Trails & Open Space Coordinator
Report Approved by	Trudy Payne, Director of Recreation, Parks, & Tourism
Date Reviewed by C.A.O.	



PARKS & OPEN SPACE

STANDARDS & GUIDELINES

creating space for everyone



MUNICIPALITY OF THE DISTRICT OF LUNENBURG - 2023

Glossary

Accessible for the purpose of this document refers to reducing and removing barriers to improve accessibility in outdoor public spaces. It does not infer spaces will be fully accessible without barriers.

Active Recreation is participation in activities that require the expenditure of energy. It can also be associated with activities that require constructed amenities or infrastructure.

Asset Management is a planned, integrated, lifecycle approach for managing and investing in infrastructure to maximize benefits, manage risk and provide sustainable, satisfactory levels of service to the public.

Destination Park is a park that highlights an attraction, natural feature or built amenity.

Conservation Land refers to land purchased or acquired for the purpose of conserving, protecting, or restoring a significant ecosystem, habitat and/or species.

Level of Service refers to the service level delivered to the public. This can include the selection of services provided, the standard of infrastructure or the standard to which an asset is maintained.

Management Agreement refers to a legal agreement between the Municipality and an Association for the development, maintenance and operation of municipally owned land.

Neighbourhood Park is a smaller, strategically located park within a neighbourhood that serves the open space needs of local residents; amenities often include playgrounds, greenscapes (large unprogrammed lawn) and natural areas.

Open Space refers to undeveloped publicly owned or publicly accessible land; can include green space and municipal parks.

Outhouse for the purpose of this document refers to a vault privy defined as a self-contained waterless toilet.

Park refers to an area of natural, semi-natural or planted space set aside for human enjoyment and recreation or for the protection of wildlife or natural habitats.

Park Amenities means what improvements can be found in a park or open space.

Parkette is a small property or park that provides passive recreational opportunities. These sites are resting/gathering spaces that may include landscapes, gardens or provide access to water.

Passive Recreation refers to recreational activities that require minimal alteration to the landscape; passive recreational activities generally require minimal resources as a result they are highly compatible with natural resource protection.

Porta-Potty for the purpose of this document refers to a portable or mobile waterless toilet.

Recreation is the experience that results from freely-chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

Regional Park refers to a large, multi-use park that provides both active and passive recreational opportunities; generally, has a significant built environment with amenities that attract users from outside the immediate neighbourhood.

Sport Park refers to land developed as a venue for athletic or sports teams activities or events.

Washroom for the purpose of this document refers to an inclusive enclosed washroom providing a barrier-free toilet and sink and turning space to accommodate a wheeled mobility device.

Wayfinding refers to the identification of assets and provides information for navigation.

1.0 Introduction

The Municipality of the District of Lunenburg is located on the ancestral and unceded territory of the Mi'kma'ki People. The Municipality acknowledges and honours the spiritual, cultural and economic connection the Mi'kma'ki had and continue to have, as the traditional keepers of the land, waters and resources in which we have the privilege to live.

Located on the South Shore of Nova Scotia, Municipality of the District of Lunenburg (MODL) borders the Districts of Chester and Queens and surrounds the Towns of Bridgewater, Mahone Bay and Lunenburg. The geographical region, a relatively rural landscapes of shorelines, lakes, rivers, wetlands and forests, spans over 1,700 square kilometers. It is the richness and diversity of culture, history and ecology that has attracted and continues to attract people to the region.

MODL spaces provide both active and passive recreation opportunities, some spaces are left undeveloped to allow natural processes to occur and others protect environmentally significant areas and wildlife habitat. Intentional planning creates a park and open space system that delivers the outcomes established by council, community feedback and the planning documents.

MODL's Vision, Mission, and Values statements guide the overall direction for municipal management; the Active Transportation Plan provides direction on the support and development of connections between our local communities; the Active Living Strategic Plan sets goals for public education and removing barriers for including active living in daily routines and the Strategic Priorities, set by council, help guide the budget and focus the work of the Municipality. Most recently, council adopted the Local Climate Change Action Plan 2030, that will guide the municipality "toward achieving net-zero greenhouse gas emissions by 2050 and support a climate-resilient, healthier, and sustainable future."^[1]

In 2002-03, MODL undertook an extensive planning process that resulted in the creation of the Open Space Strategic Plan. The Plan directs the development, purchase and sale of Municipal properties. The Open Space Plan was reviewed 2010 and amended to reflect the status of identified goals. "Developing minimum parks standards according to use" is identified as an area to be considered for policy development and implementation within the Open Space Strategic Plan.

[1] Municipality of the District of Lunenburg, 2022. Local Climate Change Action Plan 2030.

Many of the goals and recommendations set forth in Open Space Strategic Plan have been achieved. A few recommendations remain outstanding and relevant even though the community has grown and changed considerably since the creation of the original plan and subsequent review.

The demographics of our communities and how people recreate is changing. National trends demonstrate individuals preferring passive recreation opportunities moving away from organized sports and activities. Highlighted by the pandemic, parks, trails and open space has seen a significant increase in use. Evolving with the needs of the community, Council has set a strategic priority to upgrade MODL spaces to accommodate the current and future needs of residents.

2.0 Community Benefit

Recreation is defined as “the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing”. [2] MODLs investment in parks, trails and open spaces has tangible benefits for the individual and the community. Parks support community and individual well-being by providing space that encourages participation in recreation. Not only do these spaces contribute to the health and resiliency of the community by promoting the pursuit of recreational and leisure activities, they simultaneously preserve the ecological health of the natural environment. The National Benefits Hub, a source for evidence-based research that supports the necessity of providing recreation spaces, groups the benefits into four categories which are summarized below.

PERSONAL

- Extends life expectancy
- Prolongs independent living
- Reduces risk of heart disease & stroke
- Prevents/reduces risk for diabetes & arthritis
- Contributes to mental health & well-being
- Enhances physical & emotional health
- Improves quality of life

BENEFITS OF PARKS & OPEN SPACES

SOCIAL

- Leisure activities & parks enhance perceived/actual quality of life and place/infrastructure
- Reduces self-destructive behaviour & crime
- Reduces isolation & loneliness
- Contributes to building strong, self-sufficient & sustainable communities
- Creates a sense of belonging within a community
- Builds pride in communities

ENVIRONMENTAL

- Protects habitat & biodiversity
- Improves air quality
- Encourages active transportation
- Provides space for environmental & personal health education
- Mitigates potential environmental disaster
- Encourages stewardship
- Essential to overall good health, quality of life & well-being

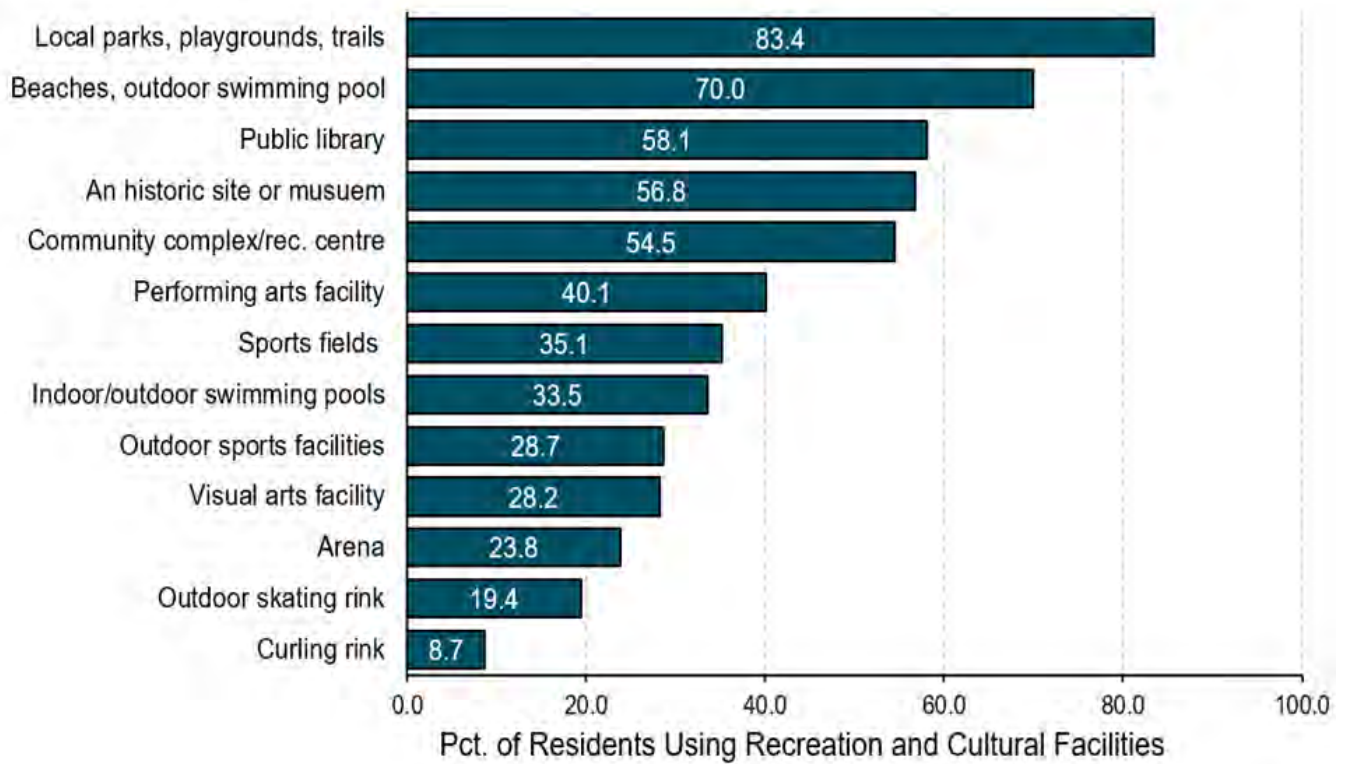
ECONOMIC

- Reduces healthcare costs related to illness &/or disability
- Reduces social services costs
- Improve work performance & productivity
- Attract businesses & tourism to the community
- Excellent for storm water retention
- Increase property values
- Increase tax revenue

[2] Interprovincial Sports and Recreation Council and the Canadian Parks and Recreation Association, 2015. Framework for Recreation in Canada: Pathways to Wellbeing.

The Nova Scotia Quality of Life Initiative aims to measure the lives and wellbeing of residents by looking beyond economic indicators and examining the perceived quality of life. Over 12,000 individuals from across the province participated in the Engage Nova Scotia 230-question survey. Part of the research focused on how residents are spending their leisure time and accessing recreational opportunities, see graph below [3]. These results are indicative of the intrinsic value parks, playgrounds and trails have on quality of life and the necessity for local government to ensure all residents have the opportunity to access these services.

Use of Recreation and Cultural Facilities

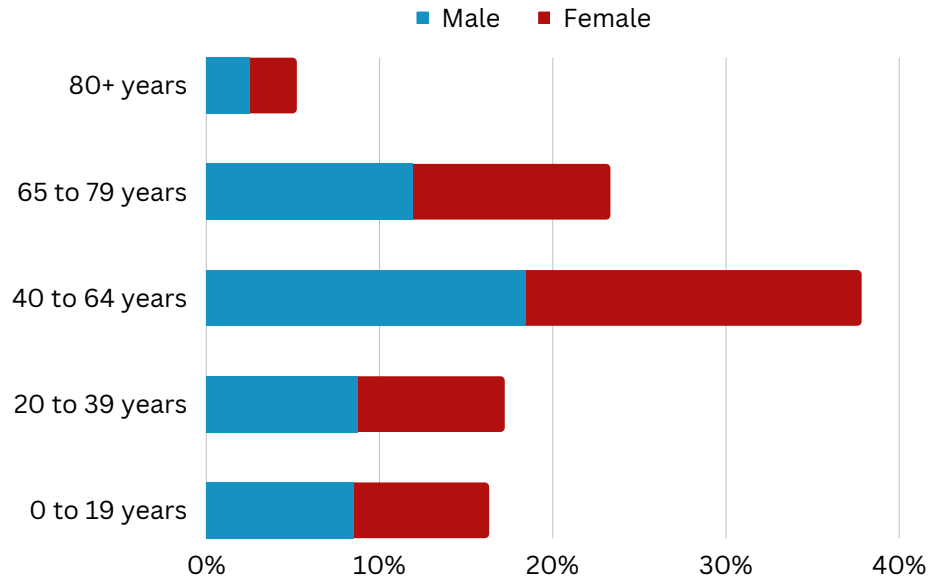


[3] Supplementary Analysis, prepared by the Canadian Index of Wellbeing, using the Nova Scotia Quality of Life Survey March, 2020.
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3.0 Community Information

The Municipality of the District of Lunenburg has a population of 25,545 (Statistics Canada, 2021 Census of Population) an increase of 2.7% from the 2016 census.

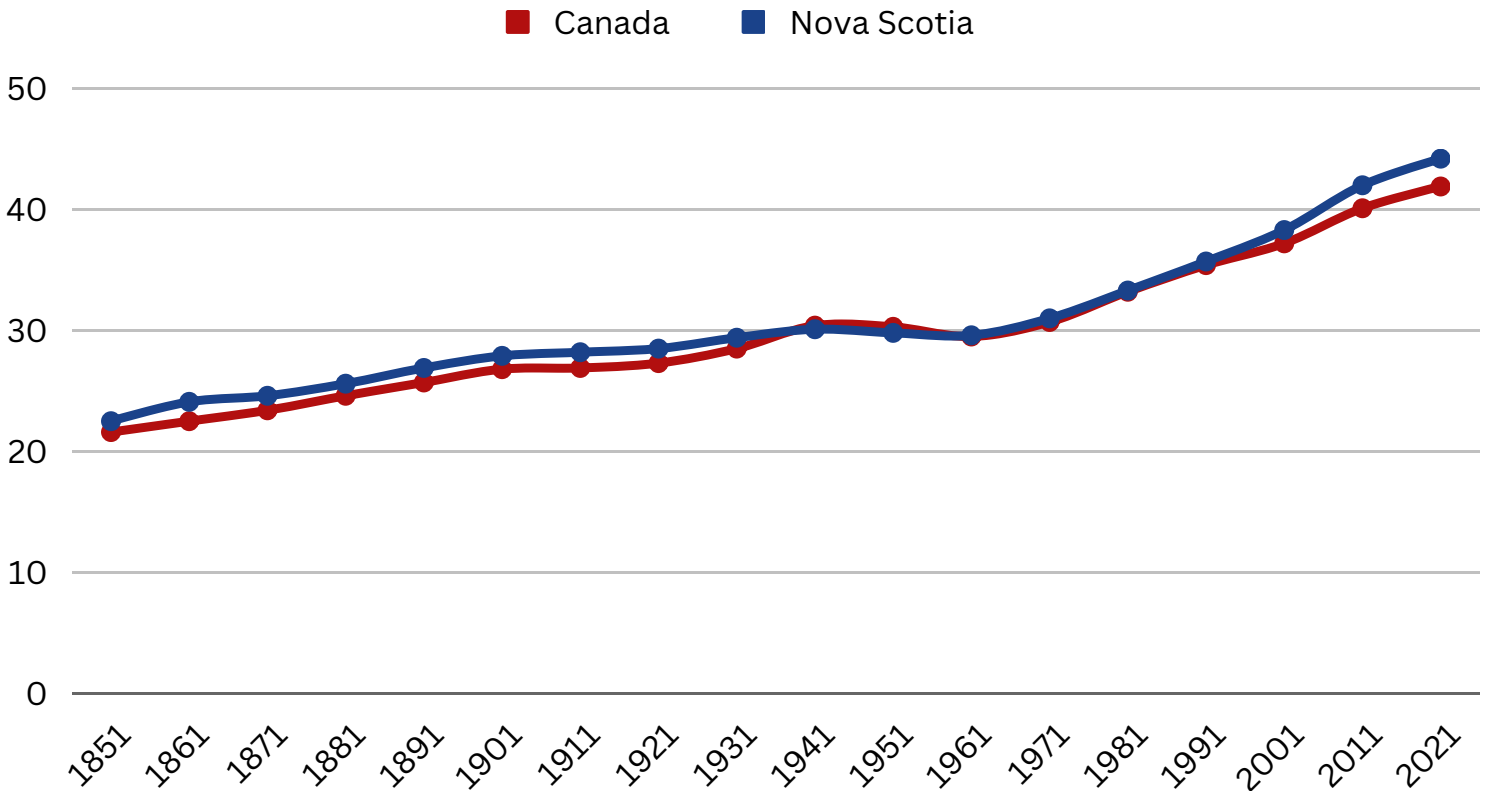
Almost 30% of the population is over 65 years of age in comparison to the rest of the country, where seniors make up 19% of the total population.



The census data indicates that in Nova Scotia the:

- o average age is increasing
- o population is growing
- o average age is higher than the rest of the country

The changing demographics can provide challenges for aging recreation facilities and spaces.



4.0 Guidance, Vision & Principles

In 2015, A Framework for Recreation in Canada was released; this document provided a new vision for the provision of recreational services. An initiative that was led by provincial and territorial governments, the Framework consists of five pillars referred to as the calls to actions to assist with decision-making, management and delivery of recreation policies and practices. The Framework is nationally regarded as a guide for public recreation providers and has been adopted by Nova Scotia Government.

The five pillars of the Framework for Recreation:



Goal 1
Active Living

Foster active living through physical recreation.



Goal 2
Inclusion and Access

Increase inclusion and access to recreation for populations that face constraints to participation.



Goal 3
Connecting People and Nature

Help people connect to nature through recreation.



Goal 4
Supportive Environments

Ensure the provision of supportive physical & social environments that encourage participation in recreation and build strong, caring communities.



Goal 5
Recreation Capacity

Ensure the continued growth and sustainability of the recreation field.

The vision, mission and values statements for MODL provide direction for current and future municipal operations. These statements are intended to communicate and inform the public the guiding principles to how the stated goals and objectives will be achieved.

Vision

The breathtaking, natural beauty of the Municipality of the District of Lunenburg is home to thriving communities with unique cultural identities. Growth centres support our diversified economies, driven by our residents’ passion for the place they call home.

With our strong economy, we can live, work and raise families here. We are a destination for visitors, attracted to our vibrant parks, beaches, and hiking trails. As leaders in sustainability, we passionately protect our natural environment.

Mission

We are:

- Responsible financial managers
- Strategic planners
- Sustainable community builders
- Collaborative engagers

Values

- Thriving Communities: We encourage meaningful connections.
- Act with Integrity: We are accountable and strive to provide exceptional leadership within our municipality.
- Respect and Kindness: We value the uniqueness and diversity of our communities, welcoming everyone with respect and kindness.
- Equity and Inclusion: We take action to change and grow to be a truly diverse, equitable, and inclusive municipality.
- Ready for Action!: We are innovators, economic leaders, and collaborative partners.

This Park Standards and Guideline (PSG) document provides a clear and principle-focused approach to park maintenance and planning. In alignment with MODLs Vision, Mission and Values and with consideration to the five pillars outlined in *A Framework for Recreation in Canada 2015*, the classification system clearly articulates the goals and priorities MODL has regarding the provisions of parks and open spaces.

The PSG is comprised of two components:

1. Parks and Open Space Classifications

The classifications define the types of parks within the municipality that contribute to a well-balanced, cohesive parks and open space system.

2. Park Amenities

The park amenities provide direction on what features/components are to be provided with each park. The amenities are defined by park classification and are the **minimum standard** for the park classification

This document does not include budgetary implications or an assessment of current staff capacity or requirements for the implementation of the standards set forth. This process did not include a gap analysis.

The park standards

- clearly define the intended purpose and uses
- ensures consistency in standards and service delivery
- provides an intentional spectrum of opportunities across the district
- accounts for the needs and abilities of all community members
- ensures the minimum standards set for municipalities in the NS Accessibility Legislation are met*
- include the minimum amenity requirements for each category

Levels of service will include the selection of services provided, the standard of infrastructure and/or the standard to which an asset is maintained. The levels of service for each category shall be determined at the operational level based on priorities set by council and in alignment with this standards document. The financial implications of service levels shall be included in the annual operating budget.

MODL shall endeavour to create a cohesive uniform look across the municipality within parks and outdoor spaces. In practice, consistent wording and designs will be used on all signage. Recognition and uniformity shall be created with amenities and park furnishings as replaced. The ultimate goal is cohesion and brand recognition as an MODL park.

*At the time of this document, only interim guidelines are in place for Nova Scotia

5.0 Park Categories

REGIONAL PARK

Large, multi-use park that meets the needs of a large geographical area; provides both active and passive recreational opportunities; generally, has a significant built environment with amenities that attract users from outside the immediate neighbourhood. The focus of a regional park is meeting community-based needs and serving a broader purpose than neighbourhood parks and parkettes

DESTINATION PARK

A park that highlights an attraction, natural feature or built amenity.

NEIGHBOURHOOD PARK

A park strategically located within a neighbourhood intended to be accessed by active transportation means. Typically, a smaller, local park that serves the open space needs of local residents. Often include amenities such as playgrounds, greenscapes (large unprogrammed lawn) and natural areas.

PARKETTE

A small park or property that provides passive recreational opportunities. These sites are resting/gathering spaces that may include landscapes, gardens or provide access to water.

CONSERVATION LAND

Land purchased or acquired for the purpose of conserving, protecting, or restoring a significant ecosystem, habitat and/or species. This designation is intended to minimize disturbance of the lands, use shall be limited to low-impact (passive) recreational uses and non-invasive scientific research.

SPORT PARK

Land developed as a venue for athletic or sports teams activities or events.

REGIONAL PARK



Large, multiuse park, active and passive rec opportunities; significant built amenities; attracts users from outside immediate neighbourhood.

REGIONAL PARKS

- Municipal Activity & Recreation Complex (MARC)
- River Ridge Common
- Wiles Lake Park*

AMENITIES

Minimum standard for this category:

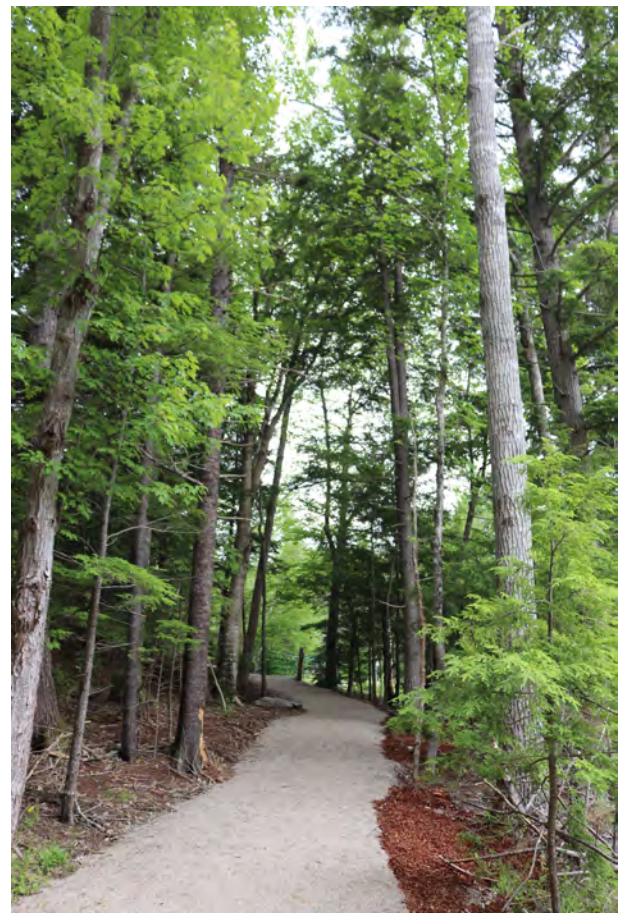
- Open year-round
- Washroom/outhouse
- Waste receptacles
- Dog waste system
- 10+ defined parking spaces
- Accessible park furnishings
- 1 accessible park
- 1 accessible playground in this category

WAYFINDING

- Park gate
- Park beacon
- Vehicular directional
- Interior kiosk



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* Development timeline will be determined in the implementation strategy

DESTINATION PARK



A park that highlights an attraction, natural feature or built amenity.

DESTINATION PARKS

- Church Lake
- Hirtle's Beach
- Indian Falls
- Indian Path Common
- Miller Point Peace Park
- Mushamush Beach Park
- Pinegrove Park
- Sawpit Wharf

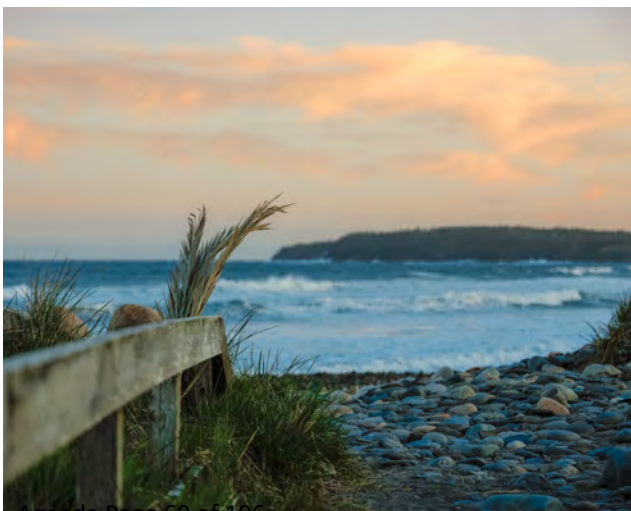
WAYFINDING

- Park gate
- Park beacon
- Vehicular directional

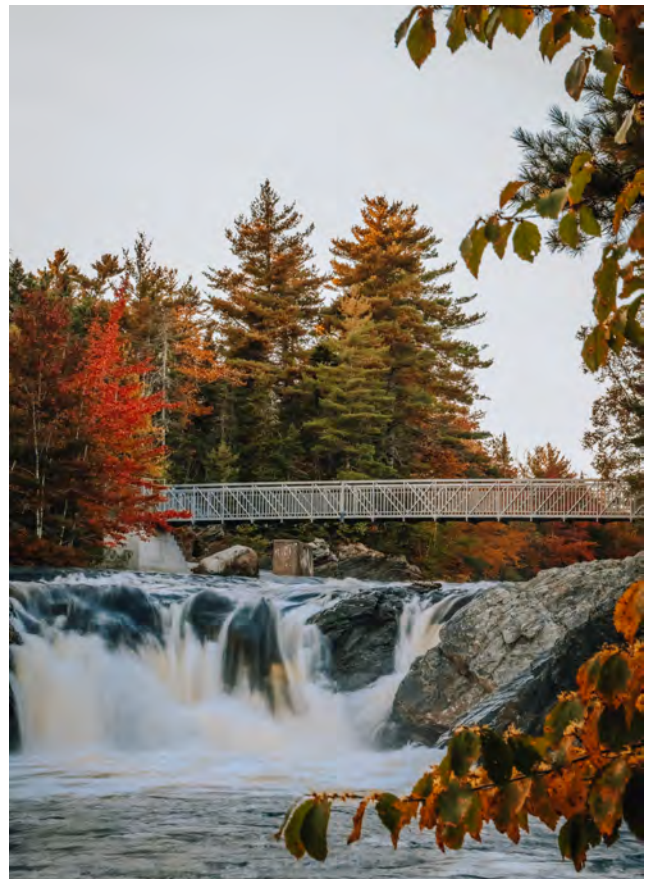
AMENITIES

Minimum standard for this category:

- 10% open year-round
- Washroom/outhouse/porta-potty seasonally
- Waste receptacles
- Dog waste system
- 5+ defined parking spaces
- 20% in this category seasonally accessible
- Accessible park furnishings



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Photos by Maritime River Photography

NEIGHBOURHOOD PARK



Strategically located within a neighbourhood, typically smaller, local park.

NEIGHBOURHOOD PARKS

- LaHave Sunset Park
- Molega Lake Park
- Petite Riviere Community Park**
- Rose Bay Marine Park**
- United Communities Marine Park**

WAYFINDING

- Park gate
- Park beacon
- Vehicular directional?

AMENITIES

Minimum standard for this category:

- 25% open year-round
- 25% with seasonal outhouse/porta-potty
- Waste receptacles - seasonal
- 10% in this category will provide parking
- Park furnishings
- 20% in this category will provide accessible features



Photo by Kas Stone

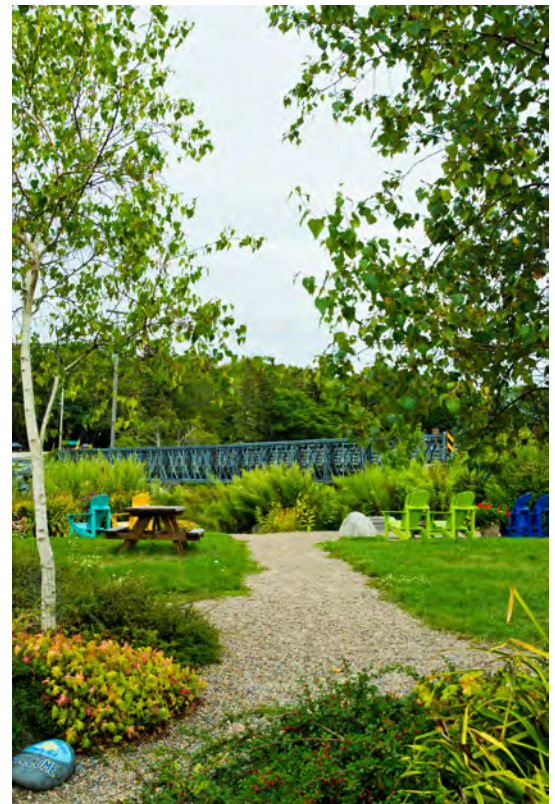


Photo by Chasity Zwicker

PARKETTE



A small park or property that provides passive rec opportunities. Resting/gathering spaces – provide access to water.

AMENITIES

Minimum standard for this category:

- Seasonal
- 10% in this designation will provide parking

PARKETTES

- Indian Point Rest Stop
- Masons Beach Access
- Sand Dollar Beach
- Sucker Lake Park**
- Old Southeast Cove Wharf Day Park
- Westhavers Beach

WAYFINDING

- ID Sign – TBD



** Denotes Management Agreement in place
Agenda Page 62 of 106

CONSERVATION LAND



Land purchased or acquired for the purpose of conserving, protecting or restoring a significant ecosystem, habitat and/or species.

AMENITIES

Minimum standard for this category:

- None

CONSERVATION LAND

- Cape LaHave Islands
- Oakland Conservation Area
- Oxners Beach
- Shaubac Lands

WAYFINDING

- ID Sign - TBD



SPORT PARK



Land developed as a venue for athletic or sports teams activities or events.

SPORT FACILITIES

- Municipal Activity Recreation Complex – MARC Ballfields
- Centre Soccer Field
- Pickleball Courts

AMENITIES

Minimum standard for this category include:

- parking
- Washroom/outhouse/porta-potty

WAYFINDING

- Vehicular directional
- ID sign – TBD
- Park beacon



6.0 Accessibility

Accessible, for the purpose of this document, refers to reducing and removing barriers to improve access to outdoor public spaces. It does not infer spaces will provide universal access.

MODL is committed to employing the core principles from the Nova Scotia Accessibility Directorate, Interim Accessibility Guidelines for Indoor and Outdoor Spaces, 2022 and any subsequent legislation. The municipality will provide access to a variety of outdoor spaces across the district and the categories to people with diverse abilities.

- An accessibility lens shall be applied for all new park development and upgrades.
- Where universal accessibility is not possible, MODL shall ensure meaningful opportunities for participation within the overall park design.
- Universal design concepts shall be applied where and when practical when upgrading and/or replacing park amenities.
- Park and open space written material shall be updated to include more detailed information about sites and amenities.

7.0 Next Steps

- Create an implementation and evaluation strategy
- Develop an asset management strategy, identifying costs to maintain spaces
- Complete life cycle audits for park amenities
 - Include playgrounds in asset management/replacement plan
- Conduct a recreation use/needs assessment and gap analysis
 - identify opportunities for redevelopment, renovation or decommissioning
- Establish a pest control policy
- Establish a Commemorative Parks Program



MODL Parks

Park Category

- Regional
- Destination
- Neighbourhood
- Parkette
- Conservation
- Sport

- Provincial Road
- Municipal Road
- Private Road
- Rail-Trail Network (with agreements)
- Municipal/Town Boundary
- Council Districts 2016

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

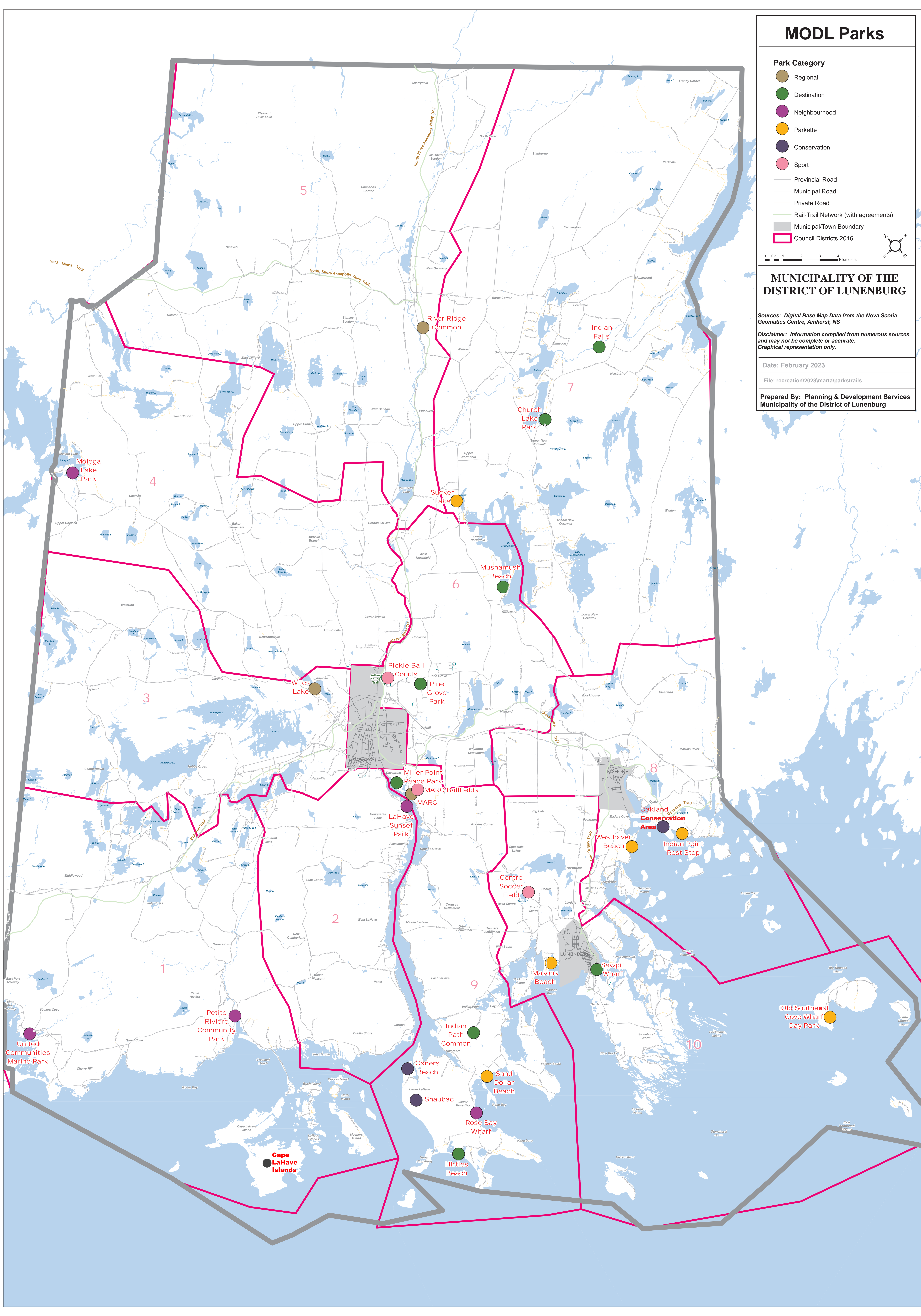
Sources: Digital Base Map Data from the Nova Scotia Geomatics Centre, Amherst, NS

Disclaimer: Information compiled from numerous sources and may not be complete or accurate. Graphical representation only.

Date: February 2023

File: recreation\2023\marta\parkstrails

Prepared By: Planning & Development Services
Municipality of the District of Lunenburg





Municipality of the District of Lunenburg

Request for Decision

Report To: Finance Committee
Submitted By: Trudy Payne, Director of Recreation, Parks, and Tourism
Date: April 4, 2023
Re: Financial Assistance Request: Bridgewater Fire Department Band

Recommendation

That the Finance Committee recommend to Council that Municipal Council award the Bridgewater Fire Department Band \$2,500 towards their trip to perform at Menin Gate from August 17-25, 2023 and that the funds come from the contingency fund.

Executive summary

The Bridgewater Fire Department Band was invited to perform at Menin Gate in August 2020, however, due to COVID, the trip had to be postponed until this year. They will be travelling between August 17-25, 2023, performing at several stops throughout Europe before their final performance at Menin Gate. In January 2020, the Bridgewater Fire Department Band requested funding from the Municipality for their trip. This funding did not fit within any grant criteria and was put forward as a special request.

At the January 14, 2020 Council meeting, Council passed the following motion:

“That Municipal Council support the Bridgewater Fire Department Band for \$2,500 to perform at the Last Post Ceremony at the Menin Gate in Ypres, Belgium on Wednesday, August 12, 2020, and further that the Bridgewater Fire Department Band’s request for an additional \$2,500 be forwarded to the Finance Committee for inclusion in the 2020/21 budget deliberations”.

The awarded \$2,500 was received by the Band in February 2020, however when the trip was postponed, the additional funding was not included in budget deliberations, as per the motion. They are now asking for the additional \$2,500 to help cover the remaining expenses for the trip.

Discussion

The Bridgewater Fire Department Band is composed of over 60% of members being residents of the Municipality of the District of Lunenburg, including 5 of 7 executive positions. They have members from five counties – Shelburne, Kings, Annapolis, HRM, and Lunenburg.

It is an honour for the Bridgewater Fire Department Band to be invited to perform at the Menin Gate, which is a monument dedicated to British Commonwealth soldiers – including many Nova Scotians – who died during the Ypres Salient, one of the most protracted and bloody battles of the First World War. The memory of Ypres, of Passchendaele, and of Flanders Fields is deeply seared in the collective Canadian consciousness, and it is said with considerable justification that even more so than at Charlottetown, Canada truly became a nation in the trenches of Belgium.

Because of Ypres's significance to Canadian identity, and in honour of the hundreds of thousands who fell in battle there, to play at the Menin Gate is an honour of the highest order and they have accepted the invitation. They plan to travel from Halifax on August 17, 2023, arriving in Paris, France, travelling throughout Europe performing, before returning to Halifax on August 25, 2023.

The Band has already set aside \$45,000 towards the anticipated \$64,000 trip. After extensive fundraising efforts, the band currently still has a shortfall. They have received municipal support from the Town of Bridgewater for \$2,500, corporate sponsorships, private donations, member contributions, and fundraisers. Fundraising efforts will continue until they reach their goal, however they would like to focus their attention on rehearsing.

Budget implications

If Council would like to fulfil the request, it is recommended that the funding come from the contingency fund.

Alternatives

1. Not award the additional funding requested.
2. Award a different amount than is requested.
3. Award the amount requested but from a different fund within the operating budget.

Conclusion

The Bridgewater Fire Department Band is travelling overseas this summer to France, Belgium, and Holland to fulfil their long-delayed commitment (since 2020) to visit several Canadian war memorials and to play at the Menin Gate. They are seeking additional funding, in the amount of \$2,500, to support their trip.

Report Preparation	
Department	Recreation, Parks, and Tourism
Report Prepared by	Tissy Bolivar and Trudy Payne
Report Approved by	
Date Reviewed by C.A.O.	

COPY

From: [Director of Music/BFD Band](#)
To: [MODL Mayor](#)
Cc: [BFD Band Admin](#)
Subject: BFD Band Overseas (finally!) this August!
Date: Thursday, February 9, 2023 2:42:05 PM
Attachments: [BFDB 2023 Trip Budget.pdf](#)
[BFDB Itinerary 2023.pdf](#)

You don't often get email from band@bfdband.com. [Learn why this is important](#)

CAUTION: This email originated from an external sender.

Dear Carolyn,

The BFD Band is finally travelling overseas this summer to France, Belgium, and Holland to fulfil our long-delayed commitment to visit a number of Canadian war memorials and to play at the Menin Gate (itinerary and budget attached).

We very much appreciate the support of MODL as we were preparing for this in 2019-2020, and we still have \$45,000 available for the trip, but inflation and the post-pandemic world means that things are all a little more expensive.

Could MODL contribute another \$2,500.00 towards this trip?

We're only leaving in August and the bulk of the expenses will be in the spring, but I don't want to tie up the band with a lot of fundraising activities (selling oranges and washing cars are a pain) when they should be focussed on rehearsing.

All the best,

Wendell

Wendell Eisener

Captain | *Capitaine*

Director of Music | *Directeur Musical*

Bridgewater Fire Department Band | *Musique du Service d'Incendie de Bridgewater*

81 Rue Dominion Street

Bridgewater, N.S. | *N.E.*

B4V 2J9

www.bfdband.com

<https://www.facebook.com/BFDBand/>

C. 902-521-2484

Bridgewater Fire Department Band
 EUROPE 2023 - France, Belgium and Holland
 Trip Budget

Description	Unit Price	Qty	Total
Flights - Halifax to Paris (Air Canada)	\$ 1,565.00	20	\$ 31,300.00
Ground Transportation in Europe Coach Passenger Bus 7 Days (7200 EUR)	\$ 10,080.00	1	\$ 10,080.00
Hotel in Ghent Belgium 6 Nights (152 EUR)	\$ 213.00	84	\$ 17,892.00
Hotel in Paris, France 1 Night (110 EUR)	\$ 150.52	14	\$ 2,107.28
Per diem	\$ 120.00	22	\$ 2,640.00
		Total	<u>\$ 64,019.28</u>

COPY

Council
Item: #10.3
Date: April 11, 2023
Authorization: T. MacEwan



Municipality of the District of Lunenburg Planning & Development Services

March 1, 2023

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

Dear Mayor and Councillors:

The Dangerous & Unsightly Property Committee, in session on March 1, 2023, made the following recommendation to Municipal Council:

“that Municipal Council approve the lowest bid from Tidal Coast Construction for the demolition and clean up at the property located at 11 F C Dorey Drive, Dublin Shore; that is \$15,837.00 + HST, for a total of \$18,212.55”.

Respectfully submitted,

The Chair and Members
of the D&UPC

/sb

Attachments

Council
Item: #10.3.1
Date: April 11, 2023
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

REPORT TO: Dangerous & Unsightly Property Committee

SUBMITTED BY: Graham Hopkins

DATE: March 1, 2023

RE: Dangerous Premise

Property – 11 F C Dorey Drive, Dublin Shore

PID 60353679

AAN 01271857

LU-DG2022-005

RECOMMENDATION

Staff recommends:

that the lowest quote from Tidal Coast Construction for \$15,837.00 + \$2,375.55 HST for a total of \$ 18,212.55 for the demolition and clean up of the property at 11 F C Dorey Drive, PID 60353679, AAN 01271857.

Proposed Motion:

That Committee recommend to Council that the lowest quote from Tidal Coast Construction be accepted for the demolition and clean up of PID 60353679 In the amount of \$15,837.00 plus HST

Quote prices are subject t HST. The municipality pays 15% HST on the cost of the work. The municipality receives a rebate which reduces the percentage of HST to 4.29%. MODL is required to charge 15% HST on the total cost to the municipality which includes adding HST to MODL's 4.29% HST expense. Please note the total quoted may not reflect the actual final bill to the property owner there may be other unknown costs that may arise as a result of the work on the property. All costs are required to be passed on to the property owner.

BACKGROUND

We received a complaint in March 2022 in reference to the above-noted property. An initial inspection was carried out on March 17, 2022 which concluded that the property is considered dangerous under the terms of the *Municipal Government Act* (the “Act”). As per Policy MDL-007, a letter dated April 7, 2022 was sent to the property owners advising of the dangerous condition of the property and the remedy required to return the property to a safe condition.

On June 6, 2022, a follow up inspection was conducted which found no change in the condition of the dangerous property. As a result the Dangerous and Unsightly Property Committee issued an Order for demolition which was posted on July 27, 2022.

At the time of the Order there was an accepted offer on the property by a developer who has been in contact with our office regarding the property. Since then, the property owner applied for, and received a demolition permit.

There is no longer an accepted offer, and the property is no longer for sale. The building remains in a partially demolished state and remains dangerous.

DISCUSSION

- The Property Valuation Services Corporation (PVSC) records show the property as being assessed at \$74 000 in 2023.
- The lot area 1.14 acres
- Property taxes are outstanding since 2020
 - Total outstanding taxes and liens since 2020 are \$10,374.46

ALTERNATIVES

- a) Do nothing and close file.
- b) Grant additional time.

CONCLUSION

It is my opinion that the property is dangerous.

ATTACHMENTS

Photos from last inspection

Department: Planning & Development Services

Report Prepared By: Graham Hopkins

Date: March 1, 2023

Report Approved By:

Date:

Reviewed By CAO:

Date:

Copy











Municipality of the District of Lunenburg

Memo

Report to: Council
Submitted by: Elizabeth Carr, Planner I
Date: April 11, 2023
Re: Amendment to Blockhouse Land Use Bylaw Boulangerie La Vendéenne bakery – PID 60220076

Council conducted First Reading on the proposed amendment to the Blockhouse Land Use Bylaw to add the Boulangerie La Vendéenne bakery property to Schedule “B”, list of uses permitted to expand by Site Plan, on March 14th, 2023.

Motion

That Council conduct Second Reading of the proposed amendment to the Blockhouse Land Use Bylaw to add the Boulangerie La Vendéenne property to Schedule “B” list of uses permitted to expand by Site Plan Approval.

2. That Council discharge the existing Development Agreement with Boulangerie La Vendéenne Incorporee on PID 60220076 upon the amendment becoming effective.

Once Council has approved the documents, an approval notice is inserted into the local paper advising of the adoption of the amendment. After a 14-day appeal period has lapsed, and no appeals have been served, the amendment becomes effective.



Municipality of the District of Lunenburg Staff Report

Report to: Council
Submitted by: Elizabeth Carr, Planner I
Date: March 14th, 2023
Re: Amendment Application: Blockhouse Land Use Bylaw
Boulangerie La Vendéenne bakery – PID 60220076

Recommendations

On February 23rd, 2023, the Planning Advisory Committee met in Council Chambers at the District of Lunenburg municipal office. The Planning Advisory Committee approved of the following recommendation from the Blockhouse Area Advisory Committee:

That Council approve the proposed amendments to the Blockhouse Land Use Bylaw to add the PID 60220076, Boulangerie La Vendéenne bakery, to the Schedule “B” list of uses permitted to expand by Site Plan Approval, subject to satisfactory on-site service connections. Further, upon the amendment becoming effective, that Council discharge the existing Development Agreement with Boulangerie La Vendéenne Incorporee on PID 60220076.

If Council wishes to conduct First Reading, the following motions are in order:

- 1. That Council accept the recommendation of the Planning Advisory Committee and conduct first reading of the proposed amendment to the Blockhouse Land Use Bylaw to add the Boulangerie La Vendéenne property to Schedule “B” list of uses permitted to expand by Site Plan Approval. Further, that Council set a date for a Public Hearing on Tuesday April 11th, 2023 at 8:30AM.**
- 2. That Council discharge the existing Development Agreement with Boulangerie La Vendéenne Incorporee on PID 60220076 upon the amendment becoming effective.**

Background

An application was received by the Municipality of the District of Lunenburg's Planning & Development Services department from Boulangerie La Vendéenne bakery in Blockhouse requesting an amendment to the Blockhouse Land Use Bylaw to add the Boulangerie La Vendéenne property to Schedule "B" allowing for the expansion of 'food related' uses in the future by Site Plan Approval. This amendment request was submitted alongside plans to add a proposed 12-foot by 16-foot ice cream shack to the property. If the Land Use Bylaw amendment is approved, the applicant must also have the plans for the ice cream shack approved through the Site Plan Approval process. For a sketch of the proposed ice cream shack, see Appendix A.

Site Profile

The subject property is located at 500 Highway 325 in Blockhouse (PID: 60220076) and is zoned RU for Blockhouse Rural. Boulangerie La Vendéenne has been functioning as a bakery on the property since 2017 and is owned by Mr. David Unterweger. A Development Agreement outlining the terms of use was adopted in 2017 at the same time the bakery's operations commenced and was last been amended in 2020.

Existing Development Agreement

The original Development Agreement from 2017 limited the Boulangerie La Vendéenne property to be used as a bakery with related retail operations; a maximum of 570 square metres (6135 square feet) for all uses including accessory structures; and a total indoor floor area of 55 square metres (592 square feet) for bakery-related retail operations. Boulangerie La Vendéenne's current facility is 458 square metres (4935 square feet) including its 41.8 square metres (450 square feet) of storefront.

Boulangerie La Vendéenne applied for a Development Agreement amendment in 2020 to allow for the expansion of both the bakery and the retail space to accommodate a café space. The total proposed expansions included an 87.8 square metre expansion for loading and manufacturing (15 feet x 63 feet = 945 square feet) and a 209 square metre expansion for retailing (45 feet x 50 feet = 2,250 square feet). The Development Agreement was amended in 2020, but as of the writing of this report, no construction related to the proposed expansion has occurred.

Other Existing Uses

Along with baked goods, the Boulangerie La Vendéenne property also serves as a manufacturer of Helen B's products including pickles and jams. Products manufactured by other local businesses are on display for retailing purposes within the existing structure, which includes

honey, maple syrup, chocolate, reusable bags, and books. In the past, the applicant also expressed the desire to serve lunch meals, such as soup, sandwiches, and salads.

North American Industry Classification System (NAICS)

NAICS is a classification of business types used by Statistics Canada. It is commonly used in defining the permitted commercial, industrial, and resource uses for different properties. Descriptions associated with the NAICS are for reference purposes to assist in the Development Officer's interpretation of Existing Uses in administration of the Bylaw. The NAICS codes relevant to the current existing uses of the Boulangerie La Vendéenne property include:

- 3118 Bakeries and tortilla manufacturing
- 31142 Fruit and vegetable canning, pickling and drying
- 445299 All other specialty food stores
- 722512 – Limited-service eating places

Analysis

To accommodate existing and proposed future uses of the Boulangerie La Vendéenne property, the following amendments are required:

1. Addition of the Boulangerie La Vendéenne property to Schedule "B" of the Blockhouse Land Use Bylaw which would allow future 'food-related' expansions or additions via Site Plan Approval.

Addition to Schedule "B"

Adding the Boulangerie La Vendéenne property to Schedule "B" of the Blockhouse Land Use Bylaw would limit the use of the property to the current existing uses as a bakery manufacturing, food-related retail, specialty food, and limited service eating establishment. Any future additions or expansions will need to be approved by Site Plan. A Site Plan is a site-specific design that is submitted to the municipality by the property owner. Unlike a Development Agreement that must be approved by Council, Site Plans can be approved by a Development Officer, which can shorten the approval process for the property owner. Site plan criteria must be followed and are outlined in the Land Use Bylaw, which for Blockhouse is under section 5.2.4. A list of Site Plan criteria from the Blockhouse Land Use Bylaw can be found in Appendix B¹.

¹ Municipality of the District of Lunenburg. (2020). Blockhouse Secondary Planning Strategy & Land Use Bylaw. Retrieved from https://www.modl.ca/index.php?option=com_docman&view=download&alias=6679-blockhouse-sps-Land Use Bylaw&category_slug=blockhouse-sps-Land Use Bylaw&Itemid=102

The list of existing uses in Schedule “B” of the Blockhouse Land Use Bylaw does not include, or permit for, the development of any prohibited use or restricted developments identified within the Blockhouse Land Use Bylaw.

Information to be Added to Schedule “B”

Parcel ID	Civic Address	Owner Name	Current Existing Use
60220076	500 Highway 325, Blockhouse	David Unterweger	3118 Bakeries and tortilla manufacturing 31142 Fruit and vegetable canning, pickling and drying 445299 All other specialty food stores 722512 – Limited-service eating places

Defining Minimum Parking Spaces

The original Development Agreement from 2017 required a minimum of nine undefined parking spaces for bakery staff and customers. The Development Agreement amendment from 2020 that permitted the bakery’s expansion increased the required minimum number of parking spaces from nine to 20. These numbers were determined using both the required parking space minimums outlined in section 7.2.3 of the Blockhouse Land Use Bylaw and the projected level of traffic for a bakery of Boulangerie La Vendéenne’s size¹.

If both the Land Use Bylaw amendment and subsequent Site Plan are approved, the applicant will be required to add one to two more undefined parking spaces to the existing property to accommodate customers of the ice cream shack. Because the proposed expansion from 2020 has yet to occur, this would mean a minimum of eleven parking spaces would be required to be available to both staff and customers. If the applicant were to move forward with the proposed expansion from 2020, they would be required to submit a Site Plan Approval application and the number of required parking spaces would be reevaluated by the Development Officer.

Discussion

Planning staff brought the amendment application to Council on January 10th, 2023. Council referred the application to the Blockhouse Area Advisory Committee and directed staff to hold a public information session for the proposed amendment.

Summary of Public Information Session Feedback

Per MODL Policy 066 – Public Engagement Policy s. 8 and 9 respectively, a public information session was scheduled, and notice of the amendment application and public information session were sent a week in advance to the applicant, Area Advisory Committee members, adjacent property owners within 305 metres of the subject property (See Appendix C) and abutting municipalities². Public postings were also made on MODL's website, Facebook page, and engage website to inform the public of the information session and encourage interested residents to attend.

The public information session was held on January 26th, 2023, at 6PM at the Blockhouse Fire Hall. In attendance was planning staff, the applicant, members of the Blockhouse Area Advisory Committee, and members of the public. Planning staff presented a short PowerPoint on both the proposed changes to the Boulangerie La Vendéenne property and the amendment process, and the applicant added some details about his plans for the proposed ice cream shack.

There were a few questions and concerns voiced by those who attended the public information session. The first concern was about parking. There has been a history of the Fire Department asking patrons of Boulangerie La Vendéenne to not park in the Fire Department's parking lot as cars can obstruct the path of emergency vehicles exiting the property. The applicant voiced his intent to clearly indicate where customers can park on the bakery property to hopefully deter anyone from parking at the Fire Department. If the previously approved Development Agreement amendment to permit the expansion of the bakery's facilities is to move forward, parking requirements would need to be discussed with the property owner.

Another concern raised during the information session pertained to required setbacks between food-related structures and septic systems. Planning staff researched the issue and found that the main regulations on this topic discouraged building on top of septic leaching beds as the weight can crush intake/outtake pipes, which can cause the septic system to fail³. As far as food safety regulations are concerned, food establishments must have a maintenance and cleaning

² Municipality of the District of Lunenburg. (2022). *MODL Policy 066 – Public Engagement Policy*.

³ Government of Canada. (2020, March 18). *Septic tank and leaching bed safety*. Government of Canada. Retrieved from <https://www.sacisc.gc.ca/eng/1584477135878/1584477188866>

program in place and ensure that all waste streams, including garbage and sewage, are properly managed⁴. Staff also reached out to a member of staff with Environment and Climate Change who stated that there are no specific septic setbacks required for structures such as an ice cream shack.

A question raised during the information session was whether there is a required setback between the shack and the Fire Hall's property line. Planning staff spoke with municipal building inspection staff and it was identified that a five-foot setback from neighbouring property lines is recommended and is required if combustible siding is to be used in construction e.g., wood shingles or siding.

A final question from the applicant was about required setbacks from Highway 325, which runs adjacent to the subject property. The sketch provided by the applicant showed the location of the proposed shack to be approximately 25-30 feet from Highway 325. Planning staff contacted the Area Manager of Nova Scotia Public Works to ask for feedback on the amendment application and proposed plan for the ice cream shack. Public Works responded and stated that there was no concern from the department over the construction or location of the shack and that the access to the property was adequate to handle the influx of traffic that the shack may attract.

Summary of Blockhouse Area Advisory Committee Meeting

On February 8th, 2023, the Blockhouse Area Advisory Committee met at the Blockhouse Fire Hall. Notice was sent seven days in advance to members of the Blockhouse Area Advisory Committee and postings were made on MODL's website, Facebook page, and engage website to encourage members of the public to attend and ask questions. Staff prepared a short PowerPoint addressing questions from the previous public information session and outlining the proposed amendment and property changes as well as the conditions of Boulangerie La Vendéenne's existing Development Agreement and the necessary steps required to add the bakery property to Schedule "B" of the Blockhouse Land Use Bylaw.

The main concern repeated from the previous public information session was customers of the bakery parking at the Fire Hall and obstructing the path for the Fire Department's emergency vehicles. The Fire Hall and the applicant are actively working together to come to a solution for the parking issues, and it was noted that the owner of the bakery will redirect customers who

⁴ Province of Nova Scotia. (2023). Health Protection Act s. 105 Food Safety Regulations. Retrieved from <https://novascotia.ca/just/regulations/regs/hpafood.htm>

park at the Fire Hall. A discussion was had around potential options to expand the bakery's capacity for parking and two suggestions were brought forward.

The first suggestion was provided by the applicant to either purchase or rent property from the Fire Hall to extend the bakery's parking lot. Members of the Fire Hall who were present at the meeting stated that the request to purchase or lease Fire Hall property would have to first be discussed with the other Fire Hall members. Another suggestion was to move the ice cream shack further from the road to encourage customers to park in front of the shack rather than on Fire Hall property. The applicant expressed at the meeting that the shack could not easily be moved due to the location of the existing waterline connection. After reviewing the application, staff discovered that the need for a waterline connection was not included in the initial application. Staff has since advised the applicant that satisfactory on-site connections approval will be required before the amendment application and subsequent Site Plan for the ice cream shack can be approved.

After the parking discussion, the members of the Blockhouse Area Advisory Committee moved forward with recommending that the Planning Advisory Committee recommend that Council approve the amendment to the Blockhouse Land Use Bylaw, and, upon the amendment becoming effective, that Council discharge the existing Development Agreement with Boulangerie La Vendéenne Incorporee.

Summary of Planning Advisory Committee Meeting

On February 23rd, 2023, the Planning Advisory Committee met to review Boulangerie La Vendéenne bakery's Land Use Bylaw amendment application. Staff prepared a detailed presentation including an overview of the proposed amendment and addition of the ice cream shack; the public information session and Blockhouse Area Advisory Committee meetings; and the recommendations from the committees. It was noted that a change had been made to the initial recommendation to the Planning Advisory Committee to include the requirement for a satisfactory on-site service connections approval before the amendment application and subsequent Site Plan for the proposed ice cream shack can be approved.

There was minimal discussion about the amendment application and plan for the proposed shack, and the Planning Advisory Committee approved of the recommendation provided by the Blockhouse Area Advisory Committee.

Other Considerations

[Requirements for Site Plan Approval](#)

The proposed ice cream shack's need for on-site service connections was discovered during the Blockhouse Area Advisory Committee meeting. Therefore, the first consideration was that the municipality must receive satisfactory on-site service connections approval before the Site Plan

for the ice cream shack can be eligible for approval. On March 1st, staff received information from a qualified engineer that the Boulangerie La Vendéenne site had been reviewed and approved for the required on-site service connections in the form of grey water discharge. The table in Appendix D has been modified to reflect the receipt of the on-site service connections approval.

Can Site Plan Approval Satisfy Conditions of the Development Agreement

The existing Development Agreement for the Boulangerie La Vendéenne bakery includes conditions that must be adhered to by the property owner. For the Boulangerie La Vendéenne property to be added to Schedule “B” of the Blockhouse Land Use Bylaw, the conditions of the existing Development Agreement must be satisfied by the Site Plan Approval process. The table below outlines the conditions of the original Development Agreement and whether they would be satisfied by the Site Plan Approval process.

Condition	Evaluation	Result
Use	Permitted uses on the property will be limited under Schedule “B” to those similar in nature to the existing use of the property as a bakery manufacturing, food-related retail, specialty food, and limited service eating establishment.	Satisfied.
Site Plan Details – Schedule B	If the Land Use Bylaw amendment process is approved and the current Development Agreement is discharged then future developments will be limited to uses permitted under Schedule “B” of the Blockhouse Land Use Bylaw and subject to the Site Plan criteria in section 5.2.4 of the Blockhouse Land Use Bylaw.	Satisfied.

<p>Site Access & Parking</p>	<p>Site Plan criteria in section 5.2.4(a)(ii) and (iii) of the Blockhouse Land Use Bylaw include that, “off-street parking and loading areas shall be located on the lot in a manner that minimizes traffic hazards, congestion, nuisances or other impacts on the surrounding properties;” and, “the location, width and number of driveway accesses shall be constructed in such a manner as to avoid traffic hazards and congestion”.</p>	<p>Satisfied.</p>
<p>Site Alterations</p>	<p>Site Plan criteria in section 5.2.4(a)(iii) and (x)(i) of the Blockhouse Land Use Bylaw include that, “the location, width and number of driveway accesses shall be constructed in such a manner as to avoid traffic hazards and congestion;” and, “stormwater management plans for the development shall be provided; and”.</p>	<p>Satisfied.</p>
<p>Side Yard Adjacent to Existing Residential</p>	<p>Site Plan criteria in section 5.2.4(a)(i) include that, “the development shall be located on the lot so as to reduce impacts and nuisances on adjacent properties”.</p>	<p>Satisfied.</p>
<p>Site Maintenance</p>	<p>Site Plan criteria in section 5.2.4(a)(ix) of the Blockhouse</p>	<p>Satisfied.</p>

	<p>Land Use Bylaw includes that, “waste, compost and recycling receptacles and other outdoor storage shall be located in the rear or side yard of the property and screened from adjacent properties so as to reduce visual impacts”.</p> <p>Unightly properties would be handled through relevant municipal policies.</p>	
Lighting	<p>Site Plan criteria in section 5.2.4(a)(i), (v), and (viii) of the Blockhouse Land Use Bylaw include that, “the development shall be located on the lot so as to reduce impacts and nuisances on adjacent properties”; “Type, location, and height of walls, fences, hedges, trees, shrubs, ground cover, or other landscaping elements necessary to protect and minimize the land use impact on adjoining lands”; and, “outdoor pedestrian walkways shall be adequately lit and lighting shall be directed away from the street to eliminate traffic hazards”.</p>	Satisfied.
Compliance with Other Bylaws or Regulations	<p>Site Plan Approval process would ensure that any proposed development aligns</p>	Satisfied.

	with the Land Use Bylaw for that area.	
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Are Municipal Policies Satisfied

A table of relevant municipal policies from the Blockhouse Secondary Planning Strategy, and their status of not applicable, satisfied, or pending can be found in Appendix D.

Next Steps

The Planning Advisory Committee has provided its recommendation to Council. If Council approves of the recommendation, it will conduct First Reading where the intent to approve the amendment application will be made known. After Council’s First Reading, a Public Hearing will be scheduled where members of the public will have the opportunity to voice their opinions on the amendment application. Council will then make its final decision.

Conclusion

The Planning Advisory Committee approved of the provided recommendation from the Blockhouse Area Advisory Committee, and, following a short discussion, passed a motion to move forward with taking the recommendation to Council. Furthermore, approval of the on-site service connections was received by the municipality. Council will consider all feedback from the Planning Advisory Committee, Blockhouse Area Advisory Committee, and the public before conducting First Reading.

Report Preparation	
Department	Planning & Development
Report Prepared by	Elizabeth Carr, Planner I
Report Approved by	Jeff Merrill, MCIP, LPP, Director of Planning & Development Services

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Appendix A: Sketch of Proposed Ice Cream Shack



Appendix B: Site Plan Criteria from s. 5.2.4 of Blockhouse Land Use Bylaw

5.2.4 Site Plan Approval

a) Site Plan Approval Criteria

- i. the development shall be located on the lot so as to reduce impacts and nuisances on adjacent properties;
- ii. off-street parking and loading areas shall be located on the lot in a manner that minimizes traffic hazards, congestion, nuisances or other impacts on the surrounding properties;
- iii. the location, width and number of driveway accesses shall be constructed in such a manner as to avoid traffic hazards and congestion;
- iv. the lot shall have direct access onto a street;
- v. Type, location, and height of walls, fences, hedges, trees, shrubs, ground cover, or other landscaping elements necessary to protect and minimize the land use impact on adjoining lands;
- vi. Retention of existing vegetation;
- vii. any walkways or driveways to be used for pedestrian traffic shall be hard-surfaced with stable materials to minimize dust blowing onto neighbouring properties;
- viii. outdoor pedestrian walkways shall be adequately lit and lighting shall be directed away from the street to eliminate traffic hazards;
- ix. waste, compost and recycling receptacles and other outdoor storage shall be located in the rear or side yard of the property and screened from adjacent properties so as to reduce visual impacts;
- x. Location of easements;
 - i. stormwater management plans for the development shall be provided; and
 - ii. the criteria listed in the above clauses shall be maintained in a manner that is acceptable to the surrounding properties.

Appendix C: Map of Properties to Notify Within 305 Metres of Boulangerie La Vendéenne Bakery



Appendix D: Table of Relevant Municipal Polices for Consideration

Table 1 <i>Considerations for a Land Use By-law Amendment</i>			
Legislative Authority	Considerations	Evaluation	Result
8.1.3 a)	the development conforms to the intent of the Municipal Planning Strategy and of the Secondary Planning Strategy	As per Policy 3.4.2, commercial activities are encouraged in Blockhouse.	Satisfied.
8.1.3 b)	the development is not premature or inappropriate due to		
i.	financial ability of the Municipality to absorb costs related to the development	This is a private development.	Not applicable.
ii.	adequacy of Municipal services	There are no municipal services.	Not applicable.
iii.	the adequacy of physical site conditions for on-site services	The site has been reviewed by a qualified engineer and approved for on-site service connections in the form of grey water discharge.	Satisfied.
iv.	creation or worsening of a pollution problem including soil erosion and siltation	The current site is relatively flat and adequately distanced from significant watercourses	Satisfied.
v.	adequacy of storm drainage and effects of alteration to drainage pattern including potential for creation of a flooding problem	The proposed ice cream shack should not affect the drainage pattern. (See Policy 8.1.3 b) iv.)	Satisfied.
vi.	adequacy and proximity of school, recreation, emergency services, and other community facilities	A fire hall is 40 metres away from the existing building and a five-foot setback from the property line must be adhered to for the construction of the ice cream shack.	Satisfied.
vii.	adequacy of street networks and site access regarding congestion, traffic hazards and emergency access	Nova Scotia Public Works has provided feedback stating that there is no concern for the proposed ice cream shack to	Satisfied.

		significantly impede traffic or access for emergency vehicles. The existing building is on Highway 325, a collector road with higher capacity than residential streets.	
8.1.3 c)	The development site is suitable regarding grades, soils, geological conditions, location of watercourses, flooding, marshes, bogs, swamps, and susceptibility to natural or man-made hazards as determined by a qualified person	The current site is relatively flat and adequately distanced from significant watercourses	Satisfied.
8.1.3. d)	All other matters of planning concern have been addressed	Building code recommends five-foot setback from neighbouring property lines for structures intended to be built with combustible materials.	Satisfied.



Municipality of the District of Lunenburg Request for Decision

Report to: Council

**Prepared by: Jeff Merrill, Director of Planning & Development Services &
Reid Shepherd, Manager of Planning**

Date: April 11, 2023

Re: Coastal Zone Planning and MODL 2040 Workplan

Recommendation

That Council direct the Mayor to write the Minister of Municipal Affairs and Housing requesting permission to develop a land use by-law that would not meet the mandatory minimum planning requirements;

**That Council direct staff to prioritize the development of coastal zone planning regulations;
and**

That the Planner I term position be extended from December 2025 until December 2026.

Optional

That Council direct staff to review land use regulations for bare land condominiums.

Discussion

As per the direction provided by Council through the motions introduced at their March 28, 2023, meeting regarding the new priority of establishing land use regulations along the coastline, staff have prepared a workplan that outlines the timeline for implementing coastal zone planning and the implications to the tasks and timeline of the MODL 2040 project. The following information is a summary of the assumptions made as part of the plan, along with revised timelines and outcomes.

COASTAL ZONE PLANNING TIMELINE

1. Council direction to write a letter to the province requesting that the Minister permit Council to develop a Land Use By-law that doesn't meet the mandatory minimum planning requirements. A single-issue amendment to the Municipal Planning Strategy (MPS) and the creation of a Land Use By-law (LUB) for coastal zone planning would be required to enact development controls along the coast. Council should ask if the Minister is willing to consider approving a coastal zone MPS/LUB with the understanding that an MPS/LUB which meets the mandatory minimum planning regulations will come later and will be delayed as a result of prioritizing coastal zone planning.
2. Planning staff to draft a background document (Issue identification, best practice review, preliminary recommendations, complete mapping. - 3 weeks.)
3. May 9th Workshop with Council (possible field trips with Council.)
4. Revise documents and public engagement plan – 2 weeks
5. Public participation program – Launch end of May / 1st week June - minimum of 6 weeks
6. What we heard report – 2 weeks – July 25th
7. Draft amendments and create LUB
8. Council Check-in – August
9. Assumes no engagement sessions in August
10. Public information session in September
11. Planning Advisory Committee (PAC) – September 28
12. Council (1st reading) – October 10
13. Public info session – week of October 30
14. Public Hearing – November 14
15. Council (2nd reading) – November 14 or 28th
16. Send to Minister for review (60 days)
17. Notice in newspaper.

The public engagement will require additional time than a normal amendment 6 weeks is a minimum. Could bump engagement to 8 weeks and move second reading to December 12th.

Optional – Bare Land Condominiums

Council has been approached by a group of residents concerned about how bare land condominium developments are being developed in MODL. If Council is to consider a land use by-law for the coastal zone Council could take the opportunity to also review how bare land condominiums are being developed and whether MODL should consider any additional requirements.

REVISED MODL 2040 TIMELINE

Assumptions

1. Except for summer students, planning staff will focus exclusively on the coastal project until Fall, 2023.
2. No substantial work on the MODL 2040 project will be completed during the election period (mid-2024 to late 2024) to avoid public engagement during that time.

Pre-Election (Current – Mid 2024)

The pre-election period assumes all planning staff are dedicated to the coastal project until Fall, 2023. At that time, two planners and 50% of the manager's time would turn back to the MODL 2040 project until the completion of the coastal project.

- Council workshops on policy directions and reporting back
 - a. Completion of Transportation and Agricultural topics in April, 2023
 - b. 1-2 workshops in late Fall, 2023
 - c. 1-2 workshops in early 2024
- Initial stakeholder engagement on policy directions and reporting back
- Existing land use inventory mapping (Summer, 2023)

Election Period – Pause in MODL 2040 Work (Mid 2024 – Late 2024)

Leading into the election period, the next step in the 2040 project involves the primary public engagement component of the project. As this cannot occur prior to, or during, the election period, planning staff will focus on other related projects and training during this time.

- Working with Development Officer to build staff capacity to handle additional development review workload.
- Support and assistance on Climate Change initiatives.
- Preparation and planning for Council orientation sessions and policy workshops.

Post Election: 2025

The post-election period is focused on bringing new Councillors up to speed and rolling out the primary public engagement aspect of the project. It is assumed that the new Council will be supportive of the high-level direction of the project and work completed to-date. Provided this is the case, staff would lead the public engagement, as well as finalize draft LUB and MPS documents during the year.

- Orientation workshops with new Council (Early 2025)
- Policy workshops with new Council (as needed, early 2025)
- Preparation for public engagement (Early 2025)
- Formal public engagement period (Spring/Summer, 2025)
- Stakeholder discussions and input (Spring/Summer, 2025)
- Engagement reporting back to Council and Public (Fall, 2025)
- Planning staff draft MPS and LUB documents (Fall/Winter 2025)

Post Election: 2026

The post-election period during 2026 would be dedicated to finalizing draft MPS and LUB documents and carrying out the final, shorter, public engagement to gather input on these documents. Additional steps would involve the finalization of the documents and formal adoption process throughout the year.

- Draft LUB/MPS presented to Council/PAC (Early 2026)
- Public and stakeholder engagement on draft documents and maps (Spring, 2026)
- Final approvals and adoption (Mid-Late 2026)

Budget Implications

With the further delay in the MODL 2040 project, staffing levels would need to be maintained to ensure capacity is in place for completion of the project as proposed. The term planner position is currently funded until the end of 2025 and would need to be extended by approximately one additional year.

Conclusion

If Council prioritizes coastal zone planning regulations could be in place in early 2024 assuming the Minister of Municipal Affairs and Housing is open to approving a new land use by-law that would not meet the provincial mandatory minimum planning requirements. The impact of prioritizing coastal zone planning will delay progress on the MODL 2040 project by approximately 9 months (late 2026). The MODL 2040 project will result in land use planning controls in all areas of MODL which meet the minimum mandatory planning requirements of the province.

Report Preparation

Department	Planning and Development
Report Prepared by	Reid Shepherd & Jeff Merrill
Report Approved by	
Date Reviewed by C.A.O.	



Municipality of the District of Lunenburg Request for Decision

Report to: Council
Submitted by: Alex Dumaresq, Deputy CAO
Date: April 11, 2023
Re: Re-Use of \$1 Million Private Donation to the LaHave Project

Recommended Motions

Move that Municipal Council approve the use of \$120,000 from the LaHave Fund for the Clean Energy Financing Program in 2023-2024, and \$880,000 of the LaHave Fund plus any repayments from the Clean Energy Financing Program for the construction of the community solar garden.

Background

On September 12, 2016, The Lunenburg County Community Fund (LCCF) announced a one-million-dollar gift to the Municipality of the District of Lunenburg (MODL) to support the clean-up of the LaHave River. A Memorandum of Understanding was established between the LCCF and MODL to guide the stewardship and re-use of the gift.

The initial donation was to be used to fund cost of LaHave Straight Pipe Replacement Project. As homeowners repaid their share of the installation costs, those funds were to be placed in a special reserve fund. Interest from the reserve fund is unrestricted, however any re-use of the principal amount must be approved by the LCCF and the Municipality.

The primary restriction on the re-use of the donation is the requirement that there is a repayment to the fund. Aside from the re-payment component, the scope of possible initiatives for re-use can be quite broad, provided they meet the following parameters:

- a. Economic or community development;
- b. Fostering entrepreneurship and education; or
- c. Fostering innovation or collaboration.

With the LaHave Project achieving substantial completion and the homeowner repayments fully returning that \$1m contribution to the Municipality, the committee is considering projects for the re-investment of the funds. A working group has been established consisting of the Mayor, CAO, and Deputy CAO from MODL, and 3 representatives from the Foundation.

DISCUSSION

Municipal representatives presented a range of possible options to the LCCF representatives including home financing programs for wells, energy efficiency or septic systems, investing in the hub community kitchen and investing in green energy.

One interest of the Foundation is to see the funds re-circulated as quickly as possible; based on this objective, the LCCF has supported the immediate investment of \$120,000 in the Clean Energy Financing Program.

The foundation was also supportive of investing in green energy, specifically, the proposed solar garden project that the Municipality is planning as part of its Climate Change Action Plan. The LCCF representatives were drawn to the program for the following reasons:

- It creates green renewable energy in Lunenburg County, diversifying power generation,
- It would leverage funding from other levels of government,
- The project could also leverage local investors, through a subscription model, and
- It provides a guaranteed rate of return once a Power Purchase Agreement is in place.

In collaboration with municipal representatives, the LCCF has proposed investing the remaining portion of the \$1M in the solar garden project. Given that the solar garden is in the concept development phase, the Foundation was concerned about delaying the re-use of the funds. As a result, the representatives communicated that if the project was not approved for construction by March 31, 2024, the Foundation reserves the right to withdraw their approval for use of the balance of the Reserve Fund for this project and could seek to work with MODL to identify another project that aligns with the criteria outlined in the MOU for the use of the Reserve Fund.

The proposed re-uses of the fund align well with the Municipality’s strategic priorities and both proposed projects support the Municipality’s Climate Change Action Plan.

BUDGET IMPLICATIONS

The contributions from reserves have already been incorporated in the Municipality’s draft capital and operating budgets.

WORKPLAN/TIMELINE

There is no impact on staff workplans as these projects are already included in the municipality’s Strategic Priorities.

CONCLUSION

The LCCF has approved the re-use of the \$1 Million donation on the Clean Energy Financing Program and the proposed solar garden. These projects support Council’s Strategic Priorities and support Council’s overall vision for the community.

Report Preparation	
Department	Administration
Report Prepared by	Alex Dumaresq, Deputy CAO
Report Approved by	
Date Reviewed by C.A.O.	