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Municipal Council Meeting Agenda

Tuesday, March 12, 2024 – 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 - February 27, 2024**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs**
 - 7.1 Award of Tender #2023-05-003 Septic Pumping Services 2024-2026
LaHave River Straight Pipe Replacement Program..... 1-2
 - 7.2 Award of RFQ #2023-01-303 Wastewater & Sampling Analysis 3-5
 - 7.3 Award of RFP #2023-05-407 Park Furnishing 6-8
- 8. Presentations/Scheduled Times**
 - 8.1 Dave Gunning Zero Hunger Fund, Hugh MacKay 9:15 a.m. 9-17
 - 8.2 Chronic Pain, Janice MacMillan 10:15 a.m. 18-25
- 9. Consideration of Correspondence**
 - 9.1 Letter from Department of Public Works – J Class Paving Program 26
- 10. Recommendations from Committees & Boards**
 - 10.1 Planning Advisory Committee** **27**
 - 10.1.1 Alterations to Heritage Property – New Elm Union Church..... 28-31
 - 10.1.2 Amendments to Policy 027 Heritage Property Policy 32-42
- 11. Staff Reports**
 - 11.1 Recreation, Parks & Tourism**
 - 11.1.1 Designated Community Fund Application – Lunenburg Yacht Club..... 43-45
 - 11.1.2 Seahawks Minor Football Club Management Agreement..... 46-49
 - 11.1.3 Visitor Services 2023 Recap 50-64

11.2 Planning & Development Services

11.2.1 Renaming Portion of Logan Road – Rescind Motion 65-67

11.3 Finance Department

11.3.1 Tax Exemption – LaHave Coastal Conservation Association..... 68-73

11.3.2 Property Tax Rebate Proposed Budget 2024-2025..... 74-77

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

12.1 MJSB Update

12.2 Deputy Mayor’s Update

12.3 Mayor’s Update

13. Added Items

14. In Camera

14.1 Contract Negotiations under Section 22(2)(e) of the MGA

14.2 Legal Advice under Section 22(2)(g) of the MGA

15. Adjournment

Council
Item: #7.1
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council

Submitted by: Maria Butts, Project Manager

Date: March 12, 2024

Re: Award of Tender 2023-05-003, Septic Pumping Services 2024-2026 – LaHave River Straight Pipe Replacement Program

Recommendation Motion

That Council for the Municipality of the District of Lunenburg award Tender 2023-05-003 to Gerhardt Property Improvement in the amount of \$ 107,730.00 plus HST.

Executive summary

Two (2) bids were received and accepted for Tender 2023-05-003 Septic Pumping Services 2024-2026 – LaHave River Straight Pipe Replacement Program.

The scope of work consists of pumping the septic tanks for 342 On-Site Sewage Disposal Systems installed between 2018 and 2022 under the LaHave River Straight Pipe Replacement Program. The successful bidder will remove sludge between April - August of each year for a total duration of three years.

Discussion

Under the LaHave River Straight Pipe Replacement Program, the Municipality takes ownership for all On-Site Sewage Disposal systems for seven (7) years following installation. Nova Scotia Environment recommends septic tanks be pumped every three (3) to five (5) years to ensure accumulated solids do not carry over into the disposal bed, potentially causing the system to malfunction. To ensure maintenance is carried out as required by the province, one hundred forty (140) tanks will be pumped empty of solids in 2024, one hundred twenty-nine (129) tanks will be pumped in 2025, and seventy-three (73) tanks will be pumped in 2026.

Tender 2023-05-003 was posted on Tuesday, February 6th, 2024, and closed on Thursday, February 22, 2024

Two (2) bids were received and accepted by the deadline. Accepted tenderer names and bids are described in Table 1 below:

Funding	Total Bid (w/o HST)
Property Owner	100%
Tenderers	
Dalton Jodrey Plumbing and Heating Ltd.	\$123,803.62 (\$347.83/YR 1, \$365.22/YR2, \$383.48/YR3)
Gerhardt Property Improvement	\$107,730.00 (\$315/YRS 1-3)

Table 1: Accepted Bids for Tender 2023-05-003

Under the scope of work for this tender, the successful bidder is required to empty all septic tanks during their pump out year as per the pumping requirements stated in the Tender document.

Budget implications

No Municipal dollars are being spent on this tender; funds are directly recovered from property owners as per Policy MODL-72-*LaHave River Wastewater Management District Cost Recovery*.

Conclusion

Two (2) bids were submitted and accepted for Tender 2023-05-003. Of the two accepted bids, the lowest bid was received by Gerhardt Property Improvement of Lunenburg, NS.

Report Preparation	
Department	Engineering and Public Works
Report Prepared by	Maria Butts
Report Approved by	
Date Reviewed by C.A.O.	

Council
Item: #7.2
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Council

Submitted by: Larry Feener, P.Eng.

Date: March 12, 2024

Re: Award Wastewater & Water Sampling Analyses RFQ# 2023-01-303

Recommendation

Staff recommends the award of RFQ# 2023-01-303 Wastewater & Water Sampling Analyses to the lowest bidder ALS Canada Ltd for a total amount of \$76,951.50 plus HST for a three-year term.

Executive Summary

MODL issued a Request for Quotation (RFQ) for the analyses of samples taken from three wastewater treatment facilities and two drinking water supply locations. Three quotations were received from firms in the Halifax Regional Municipality. The lowest bid was \$76,951.50 plus HST for a three-year term from ALS Canada Ltd.

Discussion

MODL takes over 1100 wastewater and water samples each year at the Conquerall Bank Wastewater Treatment Plant (WWTP), Cookville WWTP, and New Germany WWTP as well as water samples from the registered MARC Water Supply System and CES building.

Sample analyses are required by the Department of Environment and Climate Change for the monitoring of the WWTP effluent quality that is being discharged to the LaHave River. Influent samples are required for maintaining optimum operation. Water samples are required from the MARC water system which is a registered public drinking water supply as well as the CES Building.

On January 31, 2024, MODL issued a Request for Quotation (RFQ) from accredited laboratories for the analyses of the samples taken by MODL. The RFQ closed February 21, 2024. The RFQ is for the term April 1, 2024 to March 31, 2025 with the option to extend the contract for up to two additional one-year periods with mutual agreement of the Municipality and the successful contractor.

Three quotations were received for RFQ# 2023-01-303 Wastewater & Water Sampling Analyses:

- ALS Canada Ltd located in Dartmouth, NS
- AGAT Laboratories located in Dartmouth, NS; and,
- Bureau Veritas – Atlantic Canada located in Bedford, NS.

Quotation	AGAT	Bureau Veritas	ALS Canada
2024/25	\$25,373.00	\$27,460.10	\$24,657.00
2025/26	\$25,880.46	\$28,245.00	\$25,629.50
2026/27	\$26,397.48	\$28,890.90	\$26,665.00
Total	\$77,650.94	\$84,596.00	\$76,951.50

Note: quotations exclude HST

ALS Canada quoted the lowest price for the three-year term.

Budget Implications

Costs associated with wastewater and water testing are included in the respective Operations and Maintenance budgets. There is a 7.5% increase for the three-year term when compared to the 2020 RFQ pricing.

Strategic Plan

Testing is a requirement in our Approvals to Operate our water and wastewater systems as issued by Department of Environment and Climate Change.

Work Plan

Sampling is part of the Operations and Maintenance of MODLs WWTP facilities.

Alternatives

There are no alternatives to conduct this work.

Conclusion

It is recommended that Council award the work to the lowest bidder ALS Canada for \$76,951.50 plus HST.

Report Preparation	
Department	Engineering & Public Works
Report Prepared by	Larry Feener, P.Eng.
Report Approved by	Stephen W. Pace, MBA, P.Eng.
Date Reviewed by C.A.O.	March 12, 2024

Council
Item: #7.3
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Trails & Open Space Coordinator, Marta Selassie
Date: March 12, 2024
Re: RFP 2023-05-407 Award – Park Furnishings

Recommended Motion

That Council for the Municipality of the District of Lunenburg award the request for proposals for the supply, delivery and offload of park furnishings (RFP # 2023-05-407) excluding waste receptacles to Canaan Site Furnishing in the amount of \$78,490.00 plus HST.

Background

In February 2023, council approved the Parks and Open Space Standards and Guidelines. In alignment with MODLs Vision, Mission and Values and Active Living Strategy, the document includes a classification system that defines the minimum amenities provided within each category of park. The 2023-25 Strategic Priorities of council includes a commitment to Re-Create Parks. This priority is a multi-year investment to provide significant upgrades to existing parks and recreation facilities. These upgrades aim to enhance the quality, accessibility, and functionality of parks to better serve the community.

The RE-Create Parks priority emphasizes the importance of community engagement in guiding the redevelopment and maintenance priorities, which reflects council’s dedication to informed decision-making. In the summer of 2023, staff launched a public engagement project to gather feedback on MODL spaces and identify any gaps, deficiencies, or areas for improvement with the goal of enhancing the visitor experience, reducing barriers and encourage participation in recreation. Based on the findings from the data collected, it was concluded that park development initiatives should focus on three areas: increasing accessibility, standardized information and improve amenities.

Discussion

The Parks Standards document commits MODL to establish a cohesive and uniform look across all parks and outdoor spaces and ensure the diverse needs of residents and visitors are met. As spaces are updated and amenities replaced, MODL has committed to incorporate accessible design elements and features, this includes providing seating options and ensuring furnishings are designed and placed with universal usability in mind. Recently a request for proposals was issued for the supply, delivery and offload of park furnishings inclusive of park benches, picnic tables, waste receptacles and bike racks.

The proposals were reviewed and scored using the following criteria as outlined in the RFP:

Category	Weight
Aesthetics	25
Product Quality, Durability & Life Expectancy	20
Lead Time	20
Warranty	15
Product Cost	15
Freight Cost	5
Total	100

Four submissions were received by the advertised closing time on March 4, 2024 and were reviewed by staff

One company submitted two proposals for the supply of waste receptacles only. One of which does not meet accessibility requirements and therefore was not considered.

The following is the scoring for the firms that submitted bids for all the park furnishings. Included below are the scores and cost proposals (excluding HST and freight) for park benches, picnic tables and bike racks.

Canaan Site Furnishings	72	\$64,458.00
ABC Recreation	59	\$81,030.60

The following is the scoring and cost proposal for the waste receptacles only, excluding HST and freight.

Canaan Site Furnishings	62	\$ 23,000.00
ABC Recreation	53	\$ 51,949.80
NexGen Municipal	54	\$ 38,000.48

Staff are only recommending award for park benches, picnic tables and bike racks. The aesthetic ranking for waste receptacles from all submission was low. The intent is to choose a

product that creates a cohesive and uniform look across all parks and outdoor spaces hence choosing something aesthetically pleasing is an important assessment criteria. As such staff intend to use the request for quotes procurement method for the purchase of waste receptacles by the end of this fiscal year.

As per the request for proposal, the Municipality may, choose to reject any or all Proposals. MODL also has the right to enter negotiations with the successful proponent within the terms of the RFP to vary the scope of work to clearly define the total costs of the deliverables.

Budget Implications

The 2023-2024 capital budget included \$125,000 for the completion of park accessibility audits and the purchase of accessible amenity upgrades such as benches, picnic tables, waste receptacles and bike racks. The budget also included \$340,000 for upgrades as identified in the parks standards and fulfillment of the Re-Create Parks priority. To date budgeted funds have been used for the completion of accessibility audits of five parks and to purchase accessible mats for beach access, replacement bleachers for the ballfields, zero turn mower for maintenance and fabrication of bollards for park entrances.

Funds remain in the budget for this purchase. It is anticipated a portion of the furnishings will arrive prior to the fiscal year end. Funds may be required to carry over for items not received prior to March 31, 2024.

Strategic Plan

RE-Create Parks is one of Council’s strategic priorities.

Work Plan

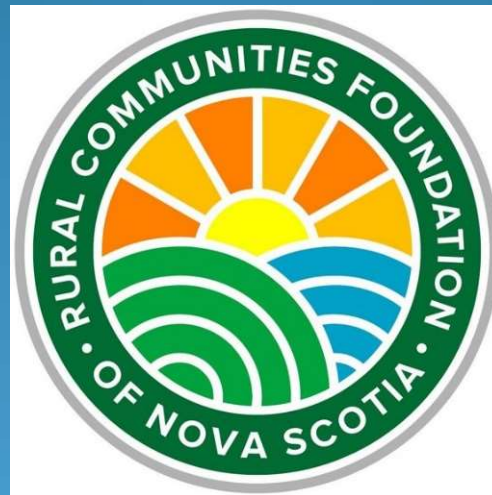
Aligns with the RE-Create Parks priority which forms part of the departments workplan.

Summary

Staff are recommending that the RFP # 2023-05-407 be awarded to Canaan Site Furnishings who received the highest overall score for the purchase of park benches, picnic tables and bike racks.

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

Rural Communities Foundation of Nova Scotia Dave Gunning Zero Hunger



Hugh MacKay
March 2024

Agenda

- Who we are
- What we do
- Dave Gunning Zero Hunger Fund
- Ask for Consideration
- Q&A



Who we are

- A community foundation supporting rural Nova Scotia, through convening, fund development and granting.
- We have a proven track record, with more than 20 years of developing and delivering grant programs.
- We are a registered charity, accountable to community members, donors & grantees.
- We are a member of the Community Foundations of Canada and the Nova Scotia Not-for-Profit Coalition.

What we do

- We support community-based local improvement initiatives in rural Nova Scotia.
- We convene local people to find local solutions to problems and challenges.
- We fundraise to provide grants to community organizations.
- We provide tax receipts for donations.
- We administer trust funds on behalf of individuals and organizations.

What we do

Some of our current projects:

- Ukrainian Nova Scotia Resettlement Fund
- Joan Feynman Climate Change Fund
- Housing For Health
- Soaring Eagle Fine Arts Grants
- Community Impact Conferences
- **Dave Gunning Zero Hunger Fund**



Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt



DAVE GUNNING ZERO HUNGER

RAISING FUNDS FOR FOOD TO STOCK
SCHOOL FREE STORES IN RURAL NS

FOR MORE INFORMATION AND TO DONATE VISIT RCFOFNS.COM



Dave Gunning Zero Hunger Fund

- Acclaimed Nova Scotia musician Dave Gunning has teamed up with RCFNS to launch the Dave Gunning Zero Hunger Fund.
- The campaign is aimed at supporting 'Free Pantries' in rural Nova Scotia schools.
- Free Pantries provide food for students to take home for their families who are struggling to provide adequate nutrition.

Dave Gunning Zero Hunger Fund

- Our 2024 goal is to raise \$200,000 to provide grants of up to \$5,000 to local schools.
- We have raised 25% of the goal through public donations.
- We are now initiating a Corporate Fundraising Campaign.
- We are applying for Community Grants from NS municipalities.
- Funds raised locally will be granted to local schools.

Dave Gunning Zero Hunger Fund

Our ask:

- Provide individual and corporate awareness and support for the campaign
- Consider providing a donation to the campaign
- Consider us for a Community Grant
- **Thank you for your time and consideration!**



Municipal of Lunenburg for Mar 12, 2024

I like to thank the Municipal of the District of Lunenburg for allowing me to appear before your council. I am going around the South Shore speaking about a project that is very dear to my heart- South Shore Support Group for Chronic Pain Sufferers and their Families. Currently the South Shore does not have an active Support Group for Chronic Pain.

My name is Janice MacMillan and I live in Liverpool. I am the proud granddaughter of Oscar E. Smith of Shag Harbor. My roots go back to original settlers of Cape Sable Island. I was very lucky as a teenager to come across a journal that my distant grandmother wrote about her experience on Cape Sable Island. Her husband left ahead of her to prepare a home for his family. She arrived as scheduled on the island with her three small children. The captain remained on the beach, waiting for her husband to appear. The captain advised her that he had to leave because the tide was going out and he was not comfortable leaving her alone on the island. She told the captain that she was not leaving because if my husband said he would be here, he would be here. Unfortunately, she did not know that her husband's sea voyage to the island was delayed due to a broken hip.

I would always think about my family in Nova Scotia. I especially did not want to disappoint my grandmother after I read her journal. I will always remember her strength, sacrifice, courage, creativity and perseverance she needed to keep her family alive. I will always remember the section of the journal that talked about how she used a long poll to prevent the bears from coming into her lodging that did not have a roof. She was on the island for over six months without her husband.

Growing up, my grandfather in Shag Harbor taught me the values that I live by to this day. He taught me the gift of unconditional love, service to your community, fighting for what you believe in, never mess with mother nature, what you give you get back two folds, helping out members of your community and the value of volunteering. I love when I meet someone that can tell me a story about my grandfather. Last year a vendor told me about when he would run from school as a small boy to my grandfather's barn that at that time was where he was selling fish from. He would end up at my grandfather's barn to build fish boxes. He said that it was great to go home with some change in his pocket.

I graduated from George Brown College Nursing Program in 1983. I worked in downtown Toronto hospitals in Cardiovascular Surgery, ICU and Dialysis. I was diagnosed with Fibromyalgia following seeing seven specialists. At that time, many Dr.'s did not feel that this was a valid diagnosis because it is a diagnosis of exclusion. To this day I still hear stories of physicians saying the pain is due to stress, due to being overweight or sometimes in my case because I was a nurse. While working as a nurse, I would give pain medication to my patients as per the Dr.'s instruction. When I was a patient, they said that they could not do anything for my pain. The hopelessness, fear of the unknown, excruciating pain, debilitating nature of this disease and the

isolation that made life a living hell. It took every ounce of physical and emotional strength to get to where I am right now.

I was diagnosed with Fibromyalgia in my twenties. I was told I would have this condition for life and no treatment was available. You never knew when the pain was going to start, when the pain was going to stop, how bad the pain was going to be, can I make it home and/or if I would be able to make it through to the end of the day. I would describe the pain as being like having electric shock running throughout my body.

Chronic Pain Sufferers may not have any scars that you can see but the pain is real. I would not tell people when I was in pain because I did not want to be labeled, be excluded from events, be stereotyped and/or be judged by society as being inadequate. I wanted to fit into society not put into a box that never saw the light of day. Anyone that has Chronic Pain has gone through their own journey but all of us have gone through dark tunnels not knowing what was on the other end.

Nursing also taught me not to put our own personal feelings into the equation when you are dealing with Chronic Pain. It does not matter how you think the person should feel, you go by how painful it is for the individual. Never assume that you know what they are going through. If you assume, you may presume something that may not be true.

My early days with Chronic Pain was filled with society telling me how I should feel, my family never understanding what I was going through, trying to be a productive part of society, always trying to fit in, trying to find a point that I can say that my pain is under control and finding a medical team to help me reach this goal. I am here today because of an incredible Primary Physician that had the courage to refer me to Chronic Pain Specialist.

I have enclosed a document titled Fight and Flight. It lists ten noticeable effects and seven hidden effects of the Fight and Flight Syndrome. When a person is in pain, they are going through the Fight and Flight Syndrome. I came across an article that stated that the physical reaction your body goes through when you are in chronic pain would be similar to what a body goes through when running a marathon. Now, I do not believe marathons are meant to be for an indefinite period of time- at some point you get to stop. Chronic Pain Sufferers do not pick and choose when they will be in pain – none of us want to be in pain.

The Canadian Government ran a commercial in response to the high number of overdoses across Canada. My family like many Canadians, viewed anyone taking pain medication as an addict. I mentioned to my MP that every time this commercial is shown, it puts chronic pain back years. The government only presented one side of the story which is that of being an addict. On the other side, you have individuals that are taking pain medication for a documented medical condition under the care of medical professionals familiar with Chronic Pain. It did not take long before the commercial was withdrawn.

I am a retired nurse and Chronic Pain Sufferer for over 45 years. Many have asked me why I share what I have gone through- my answer is how can we learn if people that are in the trenches do not speak out. I tell my story not to get sympathy but to have something good to come out of all the pain that I have gone through, all my silent screams into my pillow and all the tears that I have shed.

My grandfather would always say to me, if there is wrong- do not just talk about it but do something about it. I saw what my grandfather did for his community, how we all came together last summer during the fires, how we come together when people are lost at sea and come together as a community to support fellow Nova Scotians in need.

I suffered brain damage in Jan 2017 following my stationary vehicle being hit by a truck. No matter how many refresher courses I took- I could not remember how to use my professional camera. After my professional camera was in the closet for 4 years, I decided to give it to a friend. I started taking pictures using my cellphone with a challenge of answering a question- the question was are all snowflakes the same? Snowflakes are all different just like each of us are different in our own special way. My passion for photography grew to the point of launching Sir Earl Photography in 2022. I started selling my photos at craft shows throughout the South Shore.

Being a vendor allowed me to introduce to the public the South Shore Support Group for Chronic Pain Sufferers and their families. I will never forget the faces of ladies I met at this past Lunenburg Christmas Craft Show. I could see their faces changing when I was explaining the above Support Group. I would then walk around to the front of the booth and ask one simple question- DO YOU HAVE CHRONIC PAIN- the answer was always YES, then the tears started and then we hugged.

I am working with the Canadian Mental Health Association Nova Scotia Division. In Dec of last year, I received the following message from the Provincial Lead – Education and Training. See below for a portion of the e-mail that made me decide that I needed to move forward establishing Support Groups throughout the South Shore.

“We are getting so many requests for people living with chronic pain who are needing somewhere they can connect with others who know what they are going through.”

I remember the mother who came by my booth last year at a Craft Show in Barrington. She felt totally helpless knowing what her daughter was going through with respect to Chronic Pain. Her daughter would not talk to her about her chronic pain but her mother could see that it was now physically affecting her child.

During last summer’s craft show, I met a wife that was struggling through chronic pain. Her husband was recently diagnosed with lyme disease. He put on a brave face but his wife knew that he was fighting a disease that was very painful. She tried to help him as much as she could but she was also fighting her own battle.

While I was volunteering last summer at Coast Queen, a lady sat down beside my desk. She started talking about chronic pain. Tears were coming down her face as she explained what was upsetting her. She could not understand why her daughter's words were so hurtful. Her daughter did not understand what she was going through. Her daughter thought her mother was being lazy. I want families with individuals suffering with Chronic Pain be part of the Support Group because their lives are also affected.

I remember when I first come to Liverpool, I met a girl that was suffering from Chronic Pain at the same time as being bipolar. She had moved to Nova Scotia with her boyfriend. She felt she was letting her boyfriend and his family down because physically she could not work full time hours. She said to me that she had no hope that anything was going to get better and she did not have anything left inside to fight this battle. She never said it but I knew that these words reflect thought that I had when I first was diagnosed with Fibromyalgia, thoughts when I did not see any way out. Once you take away hope, you ask yourself what am I living for. I told her that I was fighting for her and to keep on fighting. Whenever I saw her, I would show her thumbs up and wait to see what her response would be. Recently she told me she had found another job that was what she was looking for. She then gave me her e-mail address so we could keep in touch.

Power over Pain provided the following answer to the question of What is Peer Support?

“Support is about having a supportive relationship with somebody who shares part of your lived experience. In other words, it means getting support from somebody who's been through similar things as you.

Connecting with somebody who shares your experiences can help you feel understood and encouraged. It can be a reminder that other people have been there too, and that there's hope that things will get better.”

The symbol for the Support Group is a snowflake. I have enclosed a photo of snowflakes taken last December. I want the snowflake to shine like a diamond in the rough. I want all the negative feelings about chronic pain turned into positive energy.

The name of the snowflake is Krystal. I chose a name that represents beauty, warmth and inspiration. I want Krystal to shine lights in all directions, lighting a path for the Chronic Pain Community to follow to get to a safe harbor.

The first full week of Nov is the National Pain Awareness Week. I have enclosed a page from Power over Pain Portal that provide detail for the week of Nov 6th to 12th, 2023 .

Also enclosed is a page from Portal Over Pain Portal that summarizes National Pain Awareness Week in 2023.

“National Pain Awareness Week is an annual initiative dedicated to shedding light on the challenges faced by millions of individuals living with chronic pain. This year, Power Over Pain

and partners from across Canada, have joined forces to raise awareness about pain-related issues, promote education, and foster support for those impacted by chronic pain.”

Coping with persistent pain is like playing a game of snakes and ladders. One minute you are moving forward having a good day (climbing up the ladder) and then sliding backward on a bad day (sliding down the ladder).

I have never been a part of the celebrations for National Pain Awareness Week. I alone cannot make this event happen but I know the communities of the South Shore can make it happen. No matter how many events are planned, this is a step in the right direction.

A proclamation letter from the council acknowledging their support of this event will help me greatly marketing this event. I want to raise the excitement so Lunenburg’s business community, the local papers, TV Stations, radio stations, community agencies and schools can participate in this event. Any assistance your council can provide would be most appreciated.

I am very lucky to be able to take on this venture. This support group is greatly needed since most of us know someone that is in chronic pain, family member in chronic pain and may themselves suffer from chronic pain.

Everyday I meet members of the South Shore that have suffered in pain and in silence. I want to start a learning curve on Chronic Pain and help maintain it so it is a valuable resource for the Chronic Pain community and their Families.

Chronic pain needs to be monitored by a team of pain specialist. Many people in Nova Scotia suffer in silence with chronic pain especially if they do not have a family physician. Chronic Pain is always there ready to take away the joy of the day, many have financial constraints if they are not able to work, limits the number of hours you have until the pain is so severe it takes you to your bed and may make you reluctant to talk to others about this matter. Let’s make sure that Chronic Pain Sufferers in the South Shore have a safe place to express their concerns, know that municipalities acknowledge the National Pain Awareness Week and give the Chronic Pain communities other alternatives so they are the ones choosing how to live with Chronic Pain.

— FIGHT or FLIGHT —

Noticeable Effects

- pupils dilate
- Mouth goes dry
- Neck & shoulder muscles tense
- Heart pumps faster
- Chest Pains
- Palpitations
- Sweating
- Muscles tense for action
- Breathing fast & shallow
- hyperventilation
- Oxygen needed for muscles



Hidden Effects

- Brain gets body ready for action
- Adrenalin released
- Blood pressure rises
- Liver releases glucose to provide energy for muscles
- Digestion slows or ceases
- Sphincters close
- Cortisol released to depress the immune system

We value your input! Fill out our Survey

In need of immediate crisis support?

[I Need Help Now!](#)



**POWER
OVER PAIN
PORTAL**

Events

[Upcoming Events](#)

[Watch Past Workshops](#)

[National Pain Awareness Week](#)

National Pain Awareness Week – November 6th – 12th 2023

National Pain Awareness Week is an annual initiative dedicated to shedding light on the challenges faced by millions of individuals living with chronic pain. This year, Power Over Pain and partners from across Canada, have joined forces to raise awareness about pain-related issues, promote education, and foster support for those impacted by chronic pain. As part of this essential campaign, various online events have been organized to empower and assist people in managing their pain effectively. Whether you are living with chronic pain, a caregiver, or a healthcare professional, we invite you to register for the upcoming events aimed at providing valuable insights and resources to enhance the quality of life for those living with pain. Join us in our mission to create a more pain-aware and empathetic world. Power Over Pain is possible.

Please click below on the title/time of a workshop you are interested in attending and please register!

National Pain Awareness Week

Nov 6th - 12th 2023

****You can register for an event by clicking on its title/time.****



Time (EST)	Nov. 6 (Monday)	Nov. 7 (Tuesday)	Nov. 8 (Wednesday)	Nov. 9 (Thursday)	Nov. 10 (Friday)	Nov. 11 (Saturday)	Nov. 12 (Sunday)
9:00		Breaking Barriers: Inclusive Pain Management for Children and Youth' SickKids Pain Centre annual conference 9:00 am - 4:00 pm EST					
10:00		Connecting Chronic Pain and Work Injury 10:00 am - 11:30 am EST					
11:00							
12:00	Managing Fibromyalgia and Pain 12:00 pm - 1:30 pm EST	Y'a de la visite ! 12:00 pm - 1:00 pm EST			Thinking about Pain 12:00 pm - 1:00 pm EST		Power Over Pain Orientation 12:00pm - 1:00 pm EST
13:00	What are we doing about pain in Canada - 2023 update 1:00 pm - 2:00 pm EST	Dating and relationships 1:00 pm - 2:00 pm EST	Pain care across the age spectrum 1:00 pm - 2:00 pm EST	Practical life skills: What can we learn from each other? 1:00 pm - 2:00 pm EST	Equity, diversity, and inclusion perspectives and chronic pain 1:00 pm - 2:00 pm EST		Measurement of pain 1:00 pm - 2:00 pm EST
				Body Mapping 1:00 pm - 2:00 pm EST			
14:00	Gentle pain care yoga 2:15 pm - 2:45 pm EST	Pain and Trauma 2:00-3:00 pm EST	Gentle pain care yoga 2:15 pm - 2:45 pm EST	Power Over Pain Orientation 2:00 pm - 3:00 pm EST	Gentle pain care yoga 2:15 pm - 2:45 pm EST		Gentle pain care yoga 2:15 pm - 2:45 pm EST
					Pleine conscience et douleur 2:00-3:00 pm EST		
15:00	The Poetics of Pain 3:00 pm - 4:00 pm EST	IMPACT: Acceptance and Commitment Therapy for Chronic Pain 3:30 pm - 4:30 pm EST	Mentorship skill-building with and by people who live with pain 3:00 pm - 4:00 pm EST	Orientation au Portail Surmonter sa douleur 3:00 pm - 4:00 pm EST	Using trauma-informed somatic awareness in pain management 3:00 pm - 4:00 pm EST		Coming Together: Peer supported conference reflections 3:00 pm - 4:00 pm EST
16:00		Bouger pour aller mieux: mais on prend ça mollo ! 4:00 pm - 5:00 pm EST					
17:00				Chronic Pain Network: Changing the way pain is managed in Canada 5:00 pm-6:00 pm EST			
18:00	Improving Access to Pain Care through the Power Over Pain Portal 6:00 pm - 7:00 pm EST	Power Over Pain Orientation 6:00 - 7:00 pm EST		Living with Chronic Pain: Challenges and Solutions 6:30 pm-7:30 pm EST			

MEMO - URGENT

To: Tom MacEwan, CAO – Municipality of Lunenburg
 From: Laura Cunningham
 Email: laura.cunningham@novascotia.ca
 Date: February 28, 2024
 Re: Agreement 2020-015 / 2023-24 J Class Subdivision Paving Program
 CC: Shereef Aboulazm – Project Engineer, Craig Smith – Construction Manager
 # Of Pages: 1

This Memo is to notify the Municipality that the road listed below has not complete in year 2023-2024 as originally planned. The work will be completed in year 2024-25.

The Department will be recovering the Municipality portion of the project in the year this is complete.

Please sign and date the below and return to Laura at the email noted above so the Municipality has acknowledged the carryover.

The Municipality of Lunenburg agrees to the carryover project **as indicated** below.

Project Name	Original 2023-24 Forecasted Completion Date	New 2024-25 Forecasted Completion Date	Reason for Carryover
The Point Road, from the Lane to end of listing at turning area, paving	October 31, 2023	June 21, 2024	Contractor delays

Signature (Authorized signee)

Date (Month/Day/Year)

Name and Title (Print)

Council
Item: #10.1
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg Planning & Development Services

February 22, 2024

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

Dear Mayor and Councillors

The Heritage Advisory Committee, in session on Thursday, February 22, 2024, made the following recommendation to Municipal Council:

- 1. “that Municipal Council approve the proposed alteration to the municipal registered heritage property New Elm Union Church”.**
- 2. “that Municipal Council approve the proposed amendment to Policy-027 Heritage Property Policy to deem accessibility uses as non-substantial alterations, provided they do not alter any character-defining elements.”**

Respectfully submitted,

The Chair and Members
of the Heritage Advisory Committee

/sb

Attachments

Council
Item: 10.1.1
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report to Council

Report To: Planning Advisory Committee/Heritage Advisory Committee

Submitted By: Ella R. Gindi, Heritage Planner

Date: February 22, 2024

Re: New Elm Union Church, adding a wheelchair ramp- Substantial Alteration

Recommendation:

Staff recommends the Heritage Advisory Committee consider making a positive recommendation to Council, permitting the proposed alteration as requested by the applicant. This would be in keeping with past applications of a similar nature.

Motion:

That the Heritage Advisory Committee recommends to Council that Council approve the alteration to the municipal registered heritage property New Elm Union Church, to permit the installation of a wheelchair ramp.

Background:

- Following By-law 043 subsection 10 (1), on January 30, 2024, planning staff received a letter from the committee of New Elm Union Church in New Elm that indicates the committee is planning on adding a wheelchair ramp, replacing the door with the same kind, window putty, and interior renovation to the building and chimney. Of these alteration requests, only the wheelchair ramp is considered a substantial alteration.
- The building currently has a one-step concrete entrance, and it is unknown if it is the original entrance to the building.

- Staff reviewed the proposal against Council’s policy for the review of alterations to Municipal Heritage Properties and as per Subsection 5, clause e (viii) regarding stairs, porches and decks, the policy emphasizes considerations related to removal or addition of all or part of the structure. Furthermore, Subsection 6(b) regarding non-substantial alteration explicitly addresses repairs or replacement of existing materials, where no size, style, placement, orientation, or materials change is intended to municipally registered heritage properties are deemed to be **substantial alterations** and require the review and approval of the Heritage Advisory Committee and Council.

The question for the Advisory Committee is whether the proposed alteration adversely affects the heritage essence of the building's exterior architecture or if prioritizing accessibility is paramount considering the building's intended use as a venue space.

Discussion:

New Elm Union Church, New Elm (PID #60318136) was registered in June 2007 as a Municipal Heritage Property. The reasons provided for heritage designation at that time were associated with:

- **Age:** of the structure (erected in 1906)
- **Local historical significance:** the church has a local significance as it is the only church built in area.
- **Building architectural style:** ‘Greek Revival’ style, but the style was simplified and was only partially decorated. character-defining elements includes:
 - Temple-plan
 - Symmetrical façade
 - Simplifies corner boards.
 - Window ornaments
 - Wooden shingles

As such the stairs are not considered to be a character defining element.

- While many Union churches within the municipality were taken down in favour of building new and larger churches or cease to exist due to lack of attendance, the New Elm Union Church continues to hold service and acts as a gathering space for community events. Thus, the building is important to the local community as this is the only building in the local community for worshipping and community gatherings.

Standards and guidelines:

Rehabilitation involves the sensitive adaptation of an historic place or individual component for continuing or compatible contemporary use, while protecting its heritage value. Rehabilitation entails adaptively repurposing a historic site or component for contemporary use while preserving its heritage value, including the replacement of missing features with accurate replicas or compatible new designs. Rehabilitation allows buildings compatible use through actions aimed at communicating and conveying their heritage value.

Consider Rehabilitation as the primary treatment when:

- (a) Repair or replacement of deteriorated features is necessary
- (b) Alterations or additions to the historic place are planned for a new or continued use;** and,
- (c) Depiction during a particular period in its history is not appropriate.

Moreover, the development aligns with the following General Standards for Preservation, Rehabilitation and Restoration:

Standard 7: Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.

Standard 12: Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

Additional Guidelines For rehabilitation regarding Accessibility:

Providing people of all ages, interests, and abilities with access to historic places is highly desirable and a frequently mandated social goal. Generally, the solutions that best balance accessibility needs with heritage value are those that enhance the use and appreciation of an historic place for everyone. Work should be carefully planned and undertaken so that impact on an historic place's heritage value and character-defining elements is minimized: the objective is to provide the highest level of access with the lowest level of impact. Since the steps are not deemed to be Character Defining Element, there is no conflict with replacing the current deck to be wider to accommodate a wheelchair accessible ramp.

Standards and Guidelines: Accessibility Considerations	
Complying with accessibility requirements in a manner that conserves character-defining circulation systems or features.	Damaging character-defining circulation systems or features while making modifications to comply with accessibility requirements.

Conclusion:

After a thorough evaluation, it has been determined that the structure, designated as a municipal heritage property, has undergone no substantial modifications since its designation. According to the staff's assessment, the deck and steps are not considered character-defining elements, aligning with the Standards and Guidelines for the Conservation of Historic Places in Canada.

Covering the current steps to accommodate a wheelchair ramp will improve accessibility without compromising the property's heritage significance. This alteration is seen as essential to enhance usability for all community members. Neglecting to make these modifications may inadvertently exclude a portion of the population from accessing the church.

Given the church's current operational status and its role as a focal point within the community, setting it apart from other cultural sites that have experienced a decline, the planning staff recommends that the Heritage Advisory Committee consider making a positive recommendation for the proposed alteration and by prioritizing the cultural and community aspects over the architectural elements.

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

Copy

Council
Item: #10.1.2
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report to Council

Report To: Mayor and Council

Submitted By: Ella R. Gindi Planner I/ Heritage Planner

Date: March 12, 2024

Re: Revisions to Policy 027- Heritage Property Policy

Recommendation

Staff recommends that Municipal Council consider the Heritage Advisory Committee's recommendation to approve the proposed amendment with the added definition of a Character-Defining Element to Policy 027- Heritage Property Policy.

Motion

That Municipal Council accept the recommendation of the Heritage Advisory Committee to amend Policy- 027 Heritage Property Policy and further that Council add a definition of Character-Defining Element to the policy.

Background

On February 13, 2024, Municipal Council directed staff to review the heritage property policy. The primary objective is to deem accessibility alterations, such as a wheelchair ramp, to be non-substantial. This strategic approach is designed to streamline the process, eliminating the need for staff to present each proposed alteration to the heritage advisory committee and seek the council's approval. The overarching goal of the policy review is to foster a smoother and more efficient decision-making process in which the heritage planner will assume the responsibility of making decisions while still ensuring the preservation of the property's historical significance and character-defining elements are maintained. By adopting this revision, there can be a balance between expediting the process, increasing accessibility to municipal heritage properties, and safeguarding the property's heritage value.

On February 22, 2024, staff convened with the Heritage Advisory Committee to review proposed amendments to policy 027, the Heritage Property Policy. Following deliberations, the committee provided a favourable recommendation to the municipal council to approve these

proposed revisions. Additionally, a member of the Heritage Advisory Committee suggested incorporating a definition of "character-defining elements" into the policy to enhance public understanding. Following careful consideration, staff found the suggestion appropriate to improve transparency and clarity for the public. Thus, staff recommends that the council consider adding the definition of character-defining elements to the policy under the definition section.

Discussion

Section 5 of the Heritage Property Policy: Substantial Alteration

Section 5 subsection e (v) and (viii) of the heritage property policy explicitly considers the replacement of doors with respect to size, style, placement, materials and the addition of sidelights and transoms and stairs, porches, decks, balconies, verandahs, and porticos with respect to style, materials, and the removal or addition of all or part of the structure as substantial alteration.

Section 6 of the Heritage Property Policy

Section 6 of the heritage property policy discusses alterations that are deemed non-substantial. Section 6(b) specifically mentions repairs or replacements of existing materials where no change in size, style, placement, orientation, or materials will occur. For instance, replacing wooden steps with wooden steps.

Interpretation of the Policies

Following a thorough analysis of the policy provisions outlined in Section 5 subsection e (v) and (viii) and Section 6(b), it has been determined that the changing the material of doors, steps, decks constitute a substantial alteration. Thus, it is vital to note that Subsection 6 of the policy explicitly identifies a change of materials as falling within the category of substantial alterations. Therefore, based on the combined interpretation of these sections, it is evident that the alteration of doors, steps or decks is to be deemed as substantial alteration and thus subject to the corresponding guidelines and approval processes.

Standards and Guidelines for the Conservation of Historic Places in Canada

The Standards and Guidelines for the Conservation of Historic Places in Canada are essential references in making informed decisions regarding the preservation of heritage properties.

The Canadian Standards and Guidelines for the Conservation of Historic Places in Canada provide guidance on accessibility considerations for historic places. While they do not specifically outline accessibility standards, they emphasize the importance of integrating accessibility features sensitively and compatibly with the site's heritage value. Here are some critical points regarding accessibility from the Standards and Guidelines:

Inclusivity: The Standards and Guidelines stress the importance of making historic places accessible to all individuals, including those with disabilities. This involves ensuring that people with mobility challenges can access and navigate the site without barriers.

Compatibility with Heritage Value: When incorporating accessibility features into historic places, it's essential to do so in a way that respects and preserves the site's heritage value. This may involve using materials and designs that are sympathetic to the property's historic character.

Sensitive Modifications: Any modifications made to improve accessibility should be done sensitively and minimally to avoid compromising the integrity of the historic fabric. This may include discreetly and thoughtfully integrating features like ramps, handrails, or lifts.

Consultation and Collaboration: The Standards and Guidelines advocate for collaboration and consultation with stakeholders, including individuals with disabilities, heritage professionals, and regulatory authorities, to ensure that accessibility improvements are appropriate and effective.

Flexible Approaches: Recognizing that each historic place is unique, the Standards and Guidelines encourage flexible approaches to accessibility, taking into account factors such as the site's significance, condition, and use.

While the Canadian Standards and Guidelines for the Conservation of Historic Places do not provide specific accessibility standards, they promote a holistic approach to integrating accessibility features into historic sites while preserving their heritage value (please see table 1 for specific recommendations pertaining accessibility). Local regulations and codes, along with international accessibility standards, may provide more detailed requirements for accessibility modifications.

Accessbilty Considerations	
Recommended	Not Recommended
Complying with accessibility requirements in a manner that conserves character-defining circulation systems or features.	Damaging character-defining circulation systems or features while making modifications to comply with accessibility requirements.
Respecting the landform when locating new accessibility related features. For example, introducing a gently sloped walkway instead of a constructed ramp with handrails.	

<p>Finding solutions to meet accessibility requirements that are compatible with the built feature. For example, introducing a gently sloped walkway instead of a constructed ramp with handrails in a manner that does not detract from the built feature.</p>	
<p>Finding solutions to meet accessibility requirements that are compatible with the exterior form of the historic building. For example, introducing a gently sloped walkway instead of a constructed ramp with handrails in front of an historic building.</p>	<p>Radically altering the building’s exterior form to comply with accessibility requirements. Relocating primary entrances when undertaking interventions to accommodate accessibility-related features.</p>
<p>Working with accessibility and conservation specialists and users to determine the most appropriate solution to accessibility issues with the least impact on the character-defining elements and overall heritage value of the historic building.</p>	<p>Altering character-defining elements, without consulting the appropriate specialists and users.</p>
<p>Complying with accessibility requirements in a manner that conserves, where possible, character-defining doors and storefronts, including their decorative and operating hardware. This can include using an automatic door opener instead of providing the required manoeuvring space for wheelchairs at doors</p>	<p>Installing new hardware that damages character-defining doors and mouldings without considering alternate means of meeting accessibility requirements</p>
<p>Respecting the location of existing entrances, and porches when providing new accessibility-related features, such as ramps and lifts. For example, providing new functions for the public on the ground floor, or in areas already served by exits</p>	<p>Relocating a main entrance when undertaking interventions to accommodate accessibility-related features.</p>
<p>Exploring all options for modifications to existing entrances, porches and balconies to meet accessibility requirements prior to considering removal or replacement.</p>	<p>Removing an entrance, porch or balcony that does not meet accessibility requirements, and not replacing it with a compatible new assembly.</p>

<p>Introducing a new feature to meet accessibility requirements in a manner that conserves the constructed element and respects the overall heritage value of the engineering work</p>	
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Nova Scotia Accessibility Act

According to the province accessibility act section 2 “The purpose of this Act is to

- (a) achieve accessibility by preventing and removing barriers that disable people with respect to
 - (i) the delivery and receipt of goods and services,
 - (ii) information and communication,
 - (iii) public transportation and transportation infrastructure,
 - (iv) employment,
 - (v) the built environment,
 - (vi) education, and
 - (vii) a prescribed activity or undertaking;”

Incorporating accessibility features, such as wheelchair ramps, into heritage properties aligns with provincial accessibility standards and regulations, including the Nova Scotia Accessibility Act, which addresses explicitly built environments. Ensuring compliance with these standards, heritage sites become more inclusive and accessible to individuals of all abilities, underscoring a commitment to fostering diversity and inclusivity within the community. Moreover, integrating such features enhances the overall visitor experience and facilitates greater enjoyment of the municipality's rich cultural heritage for those with mobility challenges. Through a focus on accessibility within MODL's municipal heritage property policy, these properties will play a crucial role in creating a welcoming environment for both residents and visitors, all while preserving and honouring the distinctive history and identity of the region.

Regional Accessibility Coordinator

According to the Regional Accessibility Coordinator, an obligation under the Accessibility Act, MODL partnered to create the Lunenburg County Accessibility Plan (2021). This plan makes the commitment: “1.7 Internal Policy– Apply an accessibility lens to all policy, procedures, and practices.” The proposed amendment to the Heritage Property Policy represents a change that would enable property owners to remove barriers to access in a more efficient and clearer way.

The province’s position on accessibility is that it is a Human Right, which is also recognized in the United Nations Convention on the Rights of Persons with Disabilities (2008). This approach recognizes that persons with disabilities are entitled to enjoy their human rights alongside

everyone else. Taking steps to remove institutional barriers to accessibility, such as those present in policies, is one way of ensuring these rights are upheld.

The Proposed Nova Scotia Built Environment Accessibility Standard (2023) does not specifically address heritage properties except to say that, “Government of Nova Scotia is to explore best practices for adapting buildings with a designated heritage status.” This implies that the province will be turning attention to this topic, recognizing there is a gap in current guidance.

The value of preserving and maintaining heritage properties is well accepted, while the incorporation of accessibility features into existing heritage properties has been a challenging topic around the world. There is currently a lack of guidance in Nova Scotia around how to meet the objectives of preserving and maintaining our built heritage while also ensuring the rights of persons with disabilities are respected.

Our province continues to have the highest rate of disability in the country with 37.9% of Nova Scotians over age 15 now reporting having a disability. With such a high number of people experiencing barriers to access in our community, the need to remove accessibility barriers that prevent people from participating in the lives of their communities, workplaces, and families is becoming even more evident.

Recognizing that preserving and maintaining heritage properties is also a priority, it is important to approach this topic with sensitivity and flexibility as described in the Standards and Guidelines for the Conservation of Historic Places in Canada. The proposed amendment appears to take this into consideration, ensuring that each proposed change to a heritage property is reviewed, providing opportunities for collaboration and creativity to solve accessibility issues.

Conclusion

Staff recommends adding a new definition under the “definitions” section pertaining character defining elements and to add a new Subsection to Section 6, explicitly stating that accessibility enhancements shall be considered non-substantial alterations, provided they do not alter any character-defining elements.

For a comprehensive understanding of the proposed amendments to the heritage property policy, please see the attached document in Appendix I. These revisions are primarily aimed at improving the clarity and effectiveness of Policy 027-Heritage Property Policy. Furthermore, the suggested changes aim to offer flexibility for accessibility improvements, benefiting all members of the community.

By striking a fair balance between heritage preservation, adaptability, and accessibility, these revisions seek to uphold the municipality's cultural heritage legacy while fostering sustainable development that accommodates the diverse needs of MODL's community.

Report Preparation	
Department	Planning and Development
Report Prepared by	Ella R. Gindi, Planner I / Heritage Planner
Report Approved by	
Date Reviewed by C.A.O.	

Appendix I

Municipality of the District of Lunenburg

Policy Details	
Name	Heritage Property
Number	027
Legislative Authority	Heritage Property By-law, Sections 6 and 9
Effective Date	May 11, 2004

Short Title

- 1 This Policy may be cited as the Heritage Property Policy.

Definitions

- 2 In this Policy, the Heritage Advisory Committee is as defined in subsection 5(2) of the Heritage Property By-law.

(1) **Character Defining Elements** means the materials, forms, location, spatial configurations, uses, and cultural associations that contribute to the heritage value of a property and must be maintained to preserve its significance. These elements are integral components of the architectural style and are specific features or attributes identified for each heritage property at the time of its designation, showcasing its individual historical, architectural, or cultural importance.

Minimum Threshold

- 3 (1) The Heritage Advisory Committee may recommend to the Municipality that a building be registered as a municipal heritage property in the Registry of Heritage Property, if the heritage value of the recommended building is scored at least 75 out of 100 points.

(2) The Heritage Advisory Committee may recommend to the Municipality that a public-building interior, streetscape, cultural landscape, or area be registered as a municipal heritage property in the Registry of Heritage Property, if the Heritage Advisory Committee deems the heritage value of the recommended public-building interior, streetscape, cultural landscape, or area as significant.

Evaluation Guidelines

4 (1) The score in subsection 3(1) is calculated by combining all the points of the criteria stated in the evaluation guidelines in Schedule A.

(2) The criteria in Section 3 must not be inconsistent with the Standards & Guidelines for the Conservation of Historic Places in Canada.

Substantial alterations

5 Substantial alterations to a character defining element of a municipal heritage property may include but not limited to

- (a) demolition;
- (b) addition;
- (c) changing the colour scheme of the structure;
- (d) alterations that change the massing of the building;
- (e) alterations that change the building's original style, such as
 - (i) building form with respect to orientation, proportion, and height;
 - (ii) roof shape with respect to style, pitch, and the addition of roof elements such as towers and dormers;
 - (iii) visual balance with respect to the arrangement of parts or elements of the building including, but not limited to, windows, doors, bays, porches, and dormers;
 - (iv) windows with respect to size, style, placement, orientation, and materials;
 - (v) doors with respect to size, style, placement, materials and the addition of sidelights and transoms;
 - (vi) cladding with respect to style, placement, orientation, and materials;
 - (vii) molding or trim with the respect to style, placement, materials and the removal or addition of;
 - (viii) stairs, porches, decks, balconies, verandahs, and porticos with respect to style, materials, and the removal or addition of all or part of the structure;

- (ix) skylights with respect to the addition, removal, or replacement of; and
- (x) dormers with respect to size, style, and placement.

Non-substantial Alterations

6 Municipality deems the following alterations as non-substantial:

- (a) painting using the same colour scheme;
- (b) repairs to or the replacement of existing materials where no change in size, style, placement, orientation, or materials is to occur, such as wood clapboard with wood clapboard of the same exposure to the weather, and asphalt shingles with asphalt shingles.
 - (i) Changing to metal roof materials is permitted as long as the roof material is not deemed to be a character defining element.
- (c) Accessibility uses and features as long as the alteration is not negatively affecting a character defining element.

Alteration Approval Process

7 After receiving an application in Section 10 of the Heritage Property By-law, the heritage officer must issue a letter to the owner of the municipal heritage property, stating that

- (a) under the criteria in Section 6, the application is a non-substantial alteration; or
- (b) approval from the Council is required for the proposed alteration.

Policy Adoption	
Date of Original Passage	May 11, 2004
Date of Notice of Intent to Amend	November 14, 2023
Date of Council Approval	November 28, 2023
Date of Effective Date (if different from council approval)	N/A

I certify that this Policy 027 Heritage Property was adopted by Municipal Council as indicated above.	
Signature of Municipal Clerk	Date

Version	Amendment Description	Approval Date
Original V1	Passage of Original Policy	May 11, 2004
V2	Amendments included deletion of sections 1 through 4 and replacing with new sections 1 through 7	April 27, 2021
V3	Amend s. 5 substantial alterations by adding “character defining elements” and “but not limited” and s. 6 add new clause (b) that addresses roofing material alterations.	Nov 28, 2023

Council
Item: #11.1.1
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Council

Submitted by: Trudy Payne, Director of Recreation, Parks, & Tourism

Date: March 12, 2024

Re: Lunenburg Yacht Club – Designated Community Project Fund

Recommendation

That Municipal Council approve establishing a Designated Community Project Fund, pursuant to Policy MODL-048, for the Lunenburg Yacht Club, to assist them in fundraising capital funds to rebuild the clubhouse deck.

Executive Summary

The Lunenburg Yacht Club has made application under the Policy-MDL 48, the Designated Community Project Fund, to help them raise funds to rebuild the clubhouse deck at an estimated cost of \$65,000. They are aiming on having the deck completed by August 2024 when the Yacht Club will host the **2024 Mobility Cup – Canada’s International Accessibility Regatta**. Minor modifications will be made to the understructure to improve ramp access to the deck from the main parking lot in accordance with the new 2020 accessibility standards. Additionally, the entire deck will be raised up to provide ramp-free access into the main club. New entry doors with a push-bar system will be installed and as a result minor modifications are required to the interior entryway.

The Lunenburg Yacht Club is a not-for-profit society, registered under the NS Society Act. They are not a registered charity. The Designated Community Project Fund was established as a tool by the Municipality to assist non-profit groups who do not have charity status, to fund raise for capital projects by providing the ability of the Municipality to issue the donors a tax receipt, and then by motion of Council, approve awarding the funds back to the group via grants.

The Club is currently working with members, local business owners and larger national corporations to fundraise the funds.

Discussion

The Yacht Club has been in existence for a number of years and is located on a 1.3-acre waterfront property on the shores of Prince's Inlet. The Clubhouse was built in 1947. The Club offers a variety of programs, including Learn to Sail and a SailAble program.

The Club is an internationally recognized yacht club which has hosted a number of local, national and international sailing events. The Club is a popular destination for boaters, welcoming travellers and visitors from all over the world. They are a designated Point of Entry for the Canada Border Services Agency. They dispense fuel and diesel, operate a restaurant that is open to the public, and offer a Clubhouse facility for use as a venue for community gatherings.

The Club is looking to raise funds to rebuild the clubhouse deck, making it accessible and to be completed for the 2024 Mobility Cup – Canada's International Accessibility Regatta. They are requesting the Municipality support them in their fundraising efforts by approving their application under the Designated Community Fund. Their application is complete with all supporting documentation.

The Lunenburg Yacht Club has applied twice in the past under the Designated Community Fund Policy and has been approved. In fact, it was the Lunenburg Yacht Club that was the catalyst in MODL creating this policy.

Budget implications

As per the policy MODL "will charge a 5% administrative fee up to a maximum of \$5.00 per contribution, and this amount will be deducted from the initial contribution..."

Strategic plan

The Vision of the Municipality is "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."

Approving the Lunenburg Yacht Club's Designated Community Project Fund application aligns with MODL's vision statement in that accessible recreation facilities in communities does make MODL a place we can live, work and raise families. Internationally known yacht clubs,

that promote one of best assets, the water, help make MODL a destination for residents and visitors.

Work Plan

Staff would work with the Club by issuing tax receipts and bringing reports to Council to approve funds raised by the Club to be granted back to them.

Alternatives

The alternative is not to approve a Designated Community Project fund application for the Lunenburg Yacht Club.

Conclusion

The recommendation being brought forth would help the Lunenburg Yacht Club fundraise to construct an accessible clubhouse deck not only to ensure the facility is ready to host the 2024 Mobility Cup but to ensure the clubhouse deck is accessible for all users.

Report Preparation	
Department	Recreation, Parks, & Tourism
Report Prepared by	Trudy Payne, Director of Recreation, Parks & Tourism
Report Approved by	
Date Reviewed by C.A.O.	

Council
Item: #11.1.2
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council

Submitted by: Trudy Payne, Director of Recreation, Parks, & Tourism

Date: March 12, 2024

Re: Seahawks Minor Football Club Management Agreement

Recommendation

That the Municipality of the District of Lunenburg authorize staff to draft a 5-year management agreement with the Seahawks Minor Football Club for the purposes of establishing practice fields for their club, other users and the public on PID 60252533, the former site to of the Pinegrove Park and that the agreement be brought to Council for final approval.

Executive summary

At the February 6, 2024, Finance Committee the Seahawks Minor Football Club, which is not-for-profit organization, made a presentation requesting Council consider entering into a management agreement with them, enabling them to covert the former Pinegrove Park into practice fields for their football club and other clubs. The Club currently plays games at the Kinsmen Field in Bridgewater and getting practice time is currently a challenge.

The Club was founded in 2012 and since that time has grown to having approximately 100 players and 10-20 coaches. Since its establishment multiple payers have gone to AUS/ASL Schools and private schools in Canada and the USA for football. In fact, one player from this area attending a NCAA Division 1 school won the Fenwick Bowl with the Boston College Eagles this season.

Discussion

The proposal brought forth by the Seahawks is to establish two practice fields and one small drill field; installing a non-permanent lighting system on the fields; constructing a large field storage building; moving the playground equipment remaining (possibly adding more later) by

the splash pad area to make a play area and removing the hockey rink to use this area as either parking or a turf area. Often when universities are replacing their turf, they will donate the old turf to a Club and if this opportunity arises the location of the current outdoor rink cement pad would be ideal. They also proposed installing some drainage on the upper section of the field, filling in the holes and reseeding the areas that require it. They also plan to install security cameras. A map of the property is attached.

Budget implications

Staff are not aware of any budget implications at this time.

Strategic plan

The Vision of the Municipality is “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.”

Entering in a management agreement with the Seahawks would align with MODL’s vision statement in that parks in communities does make MODL a place we can live, work and raise families. Parks help make MODL a destination as people are attracted to our parks and natural spaces.

Work Plan

Staff would continue to support this group as they would any other community group.

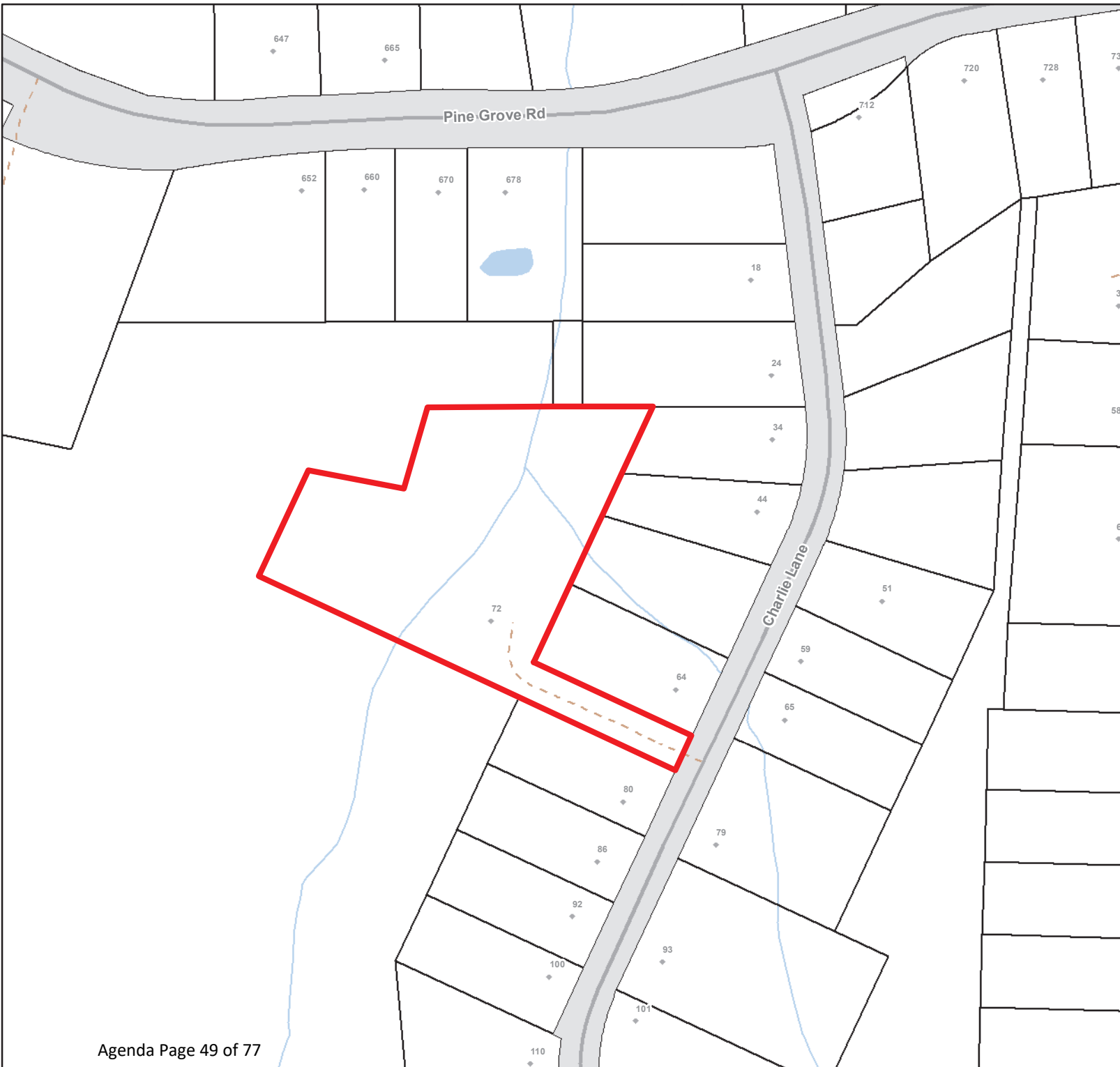
Alternatives

The alternative is not to enter into a management agreement with the Seahawks Minor Football Club.

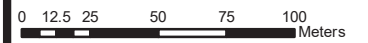
Conclusion

The recommendation being brought forth would support local volunteers and a Club who have worked diligently to grow the sport of Canadian tackle football along the South Shore. This would also see Pinegrove Park, which is currently closed, be utilized by the public once again, providing some different features but serving a current public need. Parks and sport fields do aid in making livable communities by providing spaces that help individuals be physically active.

Report Preparation	
Department	Recreation, Parks, & Tourism
Report Prepared by	Trudy Payne, Director of Recreation, Parks & Tourism
Report Approved by	
Date Reviewed by C.A.O.	



- Civic Points
- Provincial Road
- Municipal Road
- Private Road
- Other/Unknown
- - - Tracks, Trails
- Road Right-of-Way
- Properties (Jan 2024)
- Coast
- Watercourse
- Waterbody



Project Description:

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:

File:

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



Visitor Services 2023 Recap

Ruth Wawin
March 12, 2024



Council
Item: #11.1.3
Date: March 12, 2024
Authorization: T. MacEwan



Introduction

The 2023 Visitor Season was the first season that pop-up visitor information was provided at a variety of locations and events throughout the Municipality and surrounding areas.

Goal for pop-up locations

- Attend a variety of locations for the purpose of understanding which locations create the most desirable opportunities to engage with visitors and locals.

When selecting events to attend, we were mindful of including a diverse range of locations within MODL, as well as other municipalities, particularly when they coincided with major festivals.



Services Provided

We continued to offer the following services that were originally provided at the former brick-and-mortar VIC location:

- Email and phone counselling
- Online community calendar of events
- Updated online tourism business directory via our website
- Engaging social media presence (Facebook & Instagram)
- Distribution of brochures throughout the province
- Familiarization (FAM) Tours
 - Used as a training tool for staff
 - Opportunity to engage with business owners

The notable change in 2023, different from previous years, involved the shift of in-person visitor services from a brick-and-mortar VIC to pop-up locations and events.



Provincial Statistics

Total Visitation

Nova Scotia – 2023 Total Visitation			
Month	Total Visitation	% change (versus 2022)	% change (versus 2019)
*May	158,400	7	-3
*June	211,700	-1	-7
*July	349,300	-4	-8
August	382,300	12	-8
September	232,600	6	4
October	186,100	7	-4

- * In late May early June, Nova Scotia experienced significant wildfires, in multiple locations
- Late July, heavy rainfall and flooding in several areas also prompted a state of emergency
 - These events impacted residents, tourism business, and may have impacted visitation levels to the province

Reference:

Tourism Nova Scotia. (2023, October). Nova Scotia Visitation Indicators. Retrieved February 28, 2024, from https://tourismns.ca/sites/default/files/2024-01/VisitationStatistics_October2023.pdf

Tourism Nova Scotia (2023) states, “Visitation to Nova Scotia continued to recover in 2023 and Nova Scotia welcomed 1.5 million visitors during the May through October 2023 peak period, a 4% increase (62,000 more visitors) compared with the same time period in 2022. Visitation remained below 2019 levels, a decrease of 5% (84,000 fewer visitors). “



Provincial Statistics

Accommodation Activity

From May-October 2023 the South Shore experienced a decrease in room nights sold in 2022, down 5%

According to Tourism Nova Scotia, “All tourism regions experienced growth from January to October 2023 compared with 2019. However compared with 2022 which was an exceptional year for recovery in room nights sold, the South Shore was down 3%.”



Reference:

Tourism Nova Scotia. (2023, October). Nova Scotia Tourism Accommodations. Retrieved February 28, 2024, from https://tourismns.ca/sites/default/files/202401/AccommodationStatistics_October2023.pdf

2023 Visitor Season



Staff

- 1 Full-time Visitor Services Manager
- 1 Full-time Tourism Ambassador
- Parks & Trails Research Analyst worked with us on a few occasions

Events Overview

- The first event attended was Family Fun Day on May 20th
- Staff began attending regular events from June 14th to September 2nd
- Attended 24 events or locations throughout the season attending between 2-3 events per week.

Events

Event Report

Visitor Services staff were required to fill out an event report after each event or location. Information gathered is for the purpose of assessing whether an event is valuable to attend the following year.

Information Collected in the Report:

- Date and Time
- Location
- Weather
- Items taken to the event
- Number of people at the event
- Number of people spoken to
- Number of maps handed out
- Comments & questions from guests
- Where guests are visiting from
- What other vendors are in attendance
- Any additional comments from staff
- Should we attend the event next year (yes/no)
- Guest book pages are submitted with each report
- In order to receive provincial funding we are required to submit monthly stats to the province (including the number of visitors we interact with and where they are visiting from)

Events Attended

The following charts are events and locations attended throughout the 2023 Visitor Season.

Date	Event	Time Attended	Date	Event	Time Attended
May 20th	Family Fun Day-Tide Kite Event	1:00pm-4:00pm	July 28th	Exhibition	11:30am-3:00pm
June 14th	Michelin Seniors Expo	12:00pm-3:00pm	July 29th	Exhibition	11:00am-3:00pm
June 21st	Ice Cream Social-Newcombsville	1:30pm-3:00pm	Aug 3rd	Lunenburg Waterfront	10:00am-4:00pm
June 24th	4 Point Vintage Market-2023 Season Opener	7:30am-3:30pm	Aug 4th	Best Western	10:00am-5:00pm
July 1st	Canada Day-New Germany	3:00pm-5:00pm	Aug 10th	Fort Point Museum	11:00am-1:00pm
July 6th	Fort Point Museum	11:00am-3:00pm	Aug 11th	Best Western	8:30am-12:30pm
July 7th	Lunenburg Waterfront	10:00am-5:00pm	Aug 12th	Lunenburg Waterfront-During Folk Harbour Festival	10:00am-5:00pm
July 8th	Lunenburg Waterfront-During Lunenburg Craft & Food Festival & Lunenburg Street Festival	10:00am-5:00pm	Aug 18th	Best Western	8:30am-12:00pm
July 13th	Chicory Blue-During the Heartland Tour	11:00am-3:00pm	Aug 19th	More on the Shore Vendor Showcase-During Chester Race Week	10:00am-2:00pm
July 14th	Lunenburg Waterfront	10:00am-5:00pm	Aug 25th	Best Western	8:30am-12:00pm
July 20th	Fort Point Museum	11:00am-3:00pm	Sept 1st	Best Western	8:30am-12:00pm
July 21st	New Germany Farmers' Market	2:00pm-5:00pm	Sept 2nd	Ovens Natural Park	11:00am-3:00pm
July 27th	Exhibition	11:00am-3:00pm			

Ballot Prize Draws

- Used to entice people to engage with the Visitor Services staff when at larger events with multiple vendors.
- Ballots ask for people's name, contact info, and include the question "When you think of tourism within the Municipality of the District of Lunenburg what comes to mind?"
- The prizes available to be won were relatively small art pieces by local artists
 - Showed support for local artists while highlighting their work



What We Heard

“When you think of tourism within the Municipality of the District of Lunenburg what comes to mind?”

Responses we heard include:

- Beaches
- The Ocean
- Trails
- Water
- Beauty & Scenery
- Shoreline
- The Bluenose
- Gaff Point
- The Town of Lunenburg
- Lighthouses
- Stonehurst
- Blue Rocks
- Rum
- Small Towns
- The Ovens
- Bed & Breakfasts
- Reasonably priced accommodations
- Museums
- Indian Falls
- Art Maze
- Rissers Beach & Boardwalk
- Staying close to home
- Places to eat
- Mahone Bay & Area
- Roads are bad for biking
- Blockhouse VIC being closed
- Lack of VIC in Bridgewater



Lessons Learned

Events that were considered valuable provided an opportunity to engage with a large number of individuals interested in learning more about the area.

Examples of successful events:

Michelin Seiners' Expo

- Engaged with 110 people
- 105 filled out a ballot to win a prize draw

More On The Shore Showcase Market

- South Shore Tourism's first vendor showcase
- Took place in Chester during Chester Race Week

Best Western

- Consistent number of high interactions with visitors



Lessons Learned

Events that did not garner desirable results were events that staff did not engage with many people or they engaged with a number of people but those individuals were not interested in learning more about exploring MODL.

Examples of events we deemed unsuccessful:

The South Shore Exhibition

- Minimal interactions throughout the 3 days staff attended
- People were not interested in visitor information

Lunenburg Waterfront VIC

- High number of interactions
- Questions were primarily about the town

Fort Point Museum

- Few people visited the museum when staff was present
- We will focus future visits during times they are hosting events



Next Steps

1. Events

- Make adjustments to the events attended in 2024 including:
 - No longer attending events that do not create valuable engagement opportunities
 - A consistent presence at hotels throughout the season
 - Attending events that we did not attend in 2023
 - Creating exciting ways to engage with people in-person

2. Distribution

- Update the process in which we notify tourism operators that we distribute brochures on their behalf
- Revise the process in which we distribute to ensure that brochures are sent earlier in the season
- Proactively re-stock businesses with brochures

Next Steps

3. Tourism Brand

- As per the direction of council, staff initiated the process of updating the tourism brand.
 - The re-brand is expected to be completed prior March 31, 2024.
 - We will proceed to update our trade show presence
 - Outside of the peak tourism season we will attend the following trade shows
 - The South Shore Expo April 12-14 at the LCLC
 - The Saltscapes Expo April 19-22 at the Halifax Exhibition Centre
 - Community Connections October & June, Michelin Social Club & LCLC



THANK YOU



Council
Item: #11.2.1
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report To: Municipal Council

Submitted By: Melissa Deveau, Civic Addressing Coordinator

Date: March 12, 2024

Re: Rescind Motion for Renaming Logan Road (the portion from St. Phillips Street to Highway 325), Wileville to Westwood Drive

Discussion

A petition for renaming a portion of Logan Road to Westwood Drive was taken to Council on January 23, 2024. The motion was defeated.

For the renaming to be approved, the Provincial Policy requires fifty percent plus 1 (51%) of property owners in agreement for it to be approved. A petition was received with 72.7% in support of renaming the portion of Logan Road to Westwood Drive.

Council defeated the motion. Some Councillors suggested they'd prefer if the name was unique to the local area.

Since Council's discussion on January 23, 2024 new information was received on the reasons for selecting the proposed road name Westwood Drive.

The Westwood name is known as historic throughout Lunenburg County and is also the founding name for the Culligan Water Dealership located along the road affected by this name change. For further reasoning behind this name, please refer to the attached letter from a business owner on behalf of the property owners along the road.

Council's options are as follows:

Option 1

If Council wishes to reverse the defeated motion Council would need to pass a motion to rescind the motion. A vote to rescind a motion without notice requires a 2/3 vote in favor. [Policy MDL-01, clause 14.1(b)]

“Move to rescind the January 23, 2024 motion ‘That Council provide a positive recommendation to the Nova Scotia Department of Public Works that the portion of Logan Road from the Town of Bridgewater boundary near St. Phillips Street to Highway 325 in Wileville be renamed to Westwood Drive, as per the Municipality’s Civic Address Bylaw’.”

Option 2

Request that a new petition be submitted choosing a different road name.

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

From: [Smeltzer, Heidi](#)
To: [Melissa Deveau](#)
Subject: FW: Road Name change update
Date: Thursday, March 7, 2024 7:59:35 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Dear Council:

I am writing to you on behalf of the residents/business owners of Logan Road to propose a change in the name of our road to "Westwood Drive." This letter serves to explain the significance of this proposed change and why it holds special meaning for us.

Not only is the name Westwood a historic and prestigious name that dates back as early as the year 1207; the name Westwood is a family name that has been held throughout two generations within Lunenburg County – both my father and grandfather held the names Westwood. My father began the Culligan Water Dealership over 40 years ago, which is currently our head office and where we operate throughout Nova Scotia, Newfoundland and Labrador.

We are all excited about the possibility and would be honoured to rename our road to Westwood Drive. The residents and business owners all prefer the name Westwood Drive over Bedrock Lane. In speaking with each property and business owner, they have all indicated that they felt it to be more of a prestigious, professional and appealing name that has history and holds a significant meaning.

Thank you so much for considering our request. We hope that this helps explain the significance and meaning behind our proposal. We appreciate all that you do and are very thankful that you are taking the time to consider our request.

Kindly,
Camren Fleck on behalf of the residents and business owners

| **Heidi Smeltzer**

Council
Item: #11.3.1
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Council
Submitted by: Elana Wentzell
Date: 2024-03-12
Re: Tax Exemption for Non-Profit Organizations Policy MDL-12

Recommendation

That Council approve the tax exemption request from LaHave Coastal Conservation Association as per Policy MDL-12 and as presented on the attached list.

Executive summary

Policy MDL-12 provides a partial or full tax exemption to certain qualifying non-profit organizations demonstrating service to the community at Council's discretion as per Section 71 of the Municipal Government Act.

A major consideration for qualification of tax exemption is the service the organization provides to the community. The policy sets the qualification parameters and tax exemptions are required to be renewed every three years.

We have received an application from the LaHave Coastal Conservation Association to provide tax exemptions for additional properties in their stewardship (copy attached).

Discussion

LaHave Coastal Conservation Association's application is requesting that 11 additional properties be granted a full tax exemption. This meets the policy requirements and is the same tax exemption granted to the other properties under the ownership of organization. Please see the attached list.

Budget implications & Alternatives

Council may choose to approve or deny the application. The annual amount of the tax exemption for the LaHave Coastal Conservation Association will increase by \$546.75 by granting this request.

There are currently 45 properties in total already approved on the tax exemption list. As per the policy requirements, these properties must make an application for renewal in 2025 when their existing 3-year renewal term expires. Finance Department staff will contact the existing qualifying organizations to ensure that the application renewal deadline is not missed.

Conclusion

Staff recommend that Council approve the tax exemption application from the LaHave Coastal Conservation Association as it meets the requirements of the policy.

Report Preparation	
Department	Finance
Report Prepared by	Angela Corkum/Elana Wentzell
Report Approved by	
Date Reviewed by C.A.O.	



LaHave Coastal

Conservation Association

711 Mount Pleasant Road
LaHave, Nova Scotia B0R 1G0
Charitable Registration: 78331 8546 RR0001
support@lahavecoastal.ca
www.lahavecoastal.ca

February 24, 2024

Council of the Municipality of the District of Lunenburg
10 Allee Champlain Drive
Cookville, NS 84V 9E4
Telephone 902-541-1329

Dear MODL Council,

LaHave Coastal Conservation Association would like to apply for tax exemption as a non-profit organization as provided by Section 71 (1) of the Municipal Government Act (1998).

As you know, LaHave Coastal has also applied to the Minister of Natural Resources and Renewables to be designated as an Eligible Body. We will keep you updated on that process.

We are managing and using these lands solely to support LaHave Coastal's charitable purposes, which are all for the benefit of the public:

- (1) To protect the environment for the benefit of the public by conserving or restoring ecosystems and biodiversity on a long-term basis; and
- (2) To advance education by providing programs on best practices for environmental stewardship, habitat restoration, and biodiversity planning.

Last year, in partnership with the Southwest Nova Scotia Biosphere Reserve and Canada's Two Billion Trees Program, we planted more than four thousand trees in West Dublin. We have begun construction of a new greenhouse in Mount Pleasant to source tree seedlings for the many species that are difficult or impossible to acquire from commercial tree nurseries. With history as our guide, we're planting species that have been slower to reseed in these beautiful and unique Acadian forests. This will accelerate the recovery of the forests by boosting biodiversity.

Our activities provide several benefits to the community. By protecting habitat and restoring ecosystems, we are helping to ensure that LaHave's natural heritage is protected and robust. This is especially important as climate change impacts our region. Climate change is likely to "deborealize" our forests much faster than natural reseeded. Scientists anticipate that areas with greater biodiversity will survive these changes better, so we have been undertaking species censuses in each parcel and to determine which species to plant.

Our work brings people together in stewardship of our shared environment. We have more than 40 members and growing. This year, one of our activities is expanding our iNaturalist project for tracking and understanding biodiversity in area focus area: <https://www.inaturalist.org/projects/lahave-coastal>

Sincerely,

Jim Sunderland, President

List of Assessment Accounts owned by LaHave Coastal Conservation Association

Area	PID	AAN
BELL ISLAND	60357993	11042937
BELL ISLAND	60729282	00173274
BUSH ISLAND	60451903	10071445
DUBLIN SHORE	60441797	10007704
WEST DUBLIN	60354545	00994189
WEST DUBLIN	60354560	00994227
WEST DUBLIN	60355351	00994219
WEST DUBLIN	60436292	00994197
WEST DUBLIN	60436326	11031994
WEST DUBLIN	60436458	11007880
WEST DUBLIN	60450640	11048676
WEST DUBLIN	60450681	11048684
WEST DUBLIN	60451036	10803950
WEST DUBLIN	60451101	10044995
WEST DUBLIN	60674074	11048692
WEST DUBLIN	60728383	11048706
WEST DUBLIN	60728599	11048714
WEST DUBLIN	60728771	11036562
WEST DUBLIN	60728789	11048722
WEST DUBLIN	60728912	11038212
WEST DUBLIN	60729217	11041541

Municipality of the District of Lunenburg
10 Allée Champlain Drive, Cookville, NS B4V 9E4
Telephone 902-541-1329

APPLICATION FORM
TAX EXEMPTION FOR NON-PROFIT ORGANIZATIONS
As provided by Section 71 (1) of the Municipal Government Act (1998)


PLEASE PRINT

Date	<u>2024-02-24</u>	Assessment Account #	<u>see table for all of the AANs</u> <small>(please attach copy of tax bill)</small>
Organization Name	<u>LaHave Coastal Conservation Association (LCCA)</u>		
Charitable Organization #	<u>78331 8546 RR0001</u>		
Property Location	<u>See table: West Dublin, Bush Island, Bell Island, Dublin Shore</u>		
Mailing Address	<u>711 Mount Pleasant Road, LaHave, NS B0R 1G0</u> _____ _____		
Postal Code	_____		
Phone #	<u>902-688-2868</u>		
Applicant	<u>LaHave Coastal Conservation Association (LCCA)</u>		
Phone #	_____		

Please attach a brief report of the program, benefit or source of the community

Board of Directors			
Name	<u>Jim Sunderland</u>	Position	<u>Director & President</u>
	<u>Prof. Brian Branfreun</u>		<u>Director & Treasurer</u>
	<u>Rev. Anthony Burton</u>		<u>Director</u>
	_____		_____

I (we) hereby request the Municipal Government to renew our tax exemption for the non profit organization. I (we) also declare that the information contained above and/ or attached to the renewal application is true and correct to the best of my (our) knowledge.

Signature  (President) Date 2024-02-24

**PROPERTY TAX EXEMPTION RENEWAL APPLICATIONS
(FULL EXEMPTION)**

APPLICANT	ASSESSMENT NUMBER	2023 AMOUNT	2024 ESTIMATE
Lahave Coastal Conservation Association	11042937	new property for 2024	\$ 227.61
Lahave Coastal Conservation Association	00173274	\$ 238.95	\$ 234.90
Lahave Coastal Conservation Association	10071445	\$ 364.50	\$ 364.50
Lahave Coastal Conservation Association	10007704	\$ 7.29	\$ 9.72
Lahave Coastal Conservation Association	00994189	\$ 29.97	\$ 35.64
Lahave Coastal Conservation Association	00994227	\$ 17.82	\$ 32.40
Lahave Coastal Conservation Association	00994219	\$ 134.46	\$ 142.56
Lahave Coastal Conservation Association	00994197	\$ 29.97	\$ 27.54
Lahave Coastal Conservation Association	11031994	new property for 2024	\$ 71.28
Lahave Coastal Conservation Association	11048676	new property for 2024	\$ 32.40
Lahave Coastal Conservation Association	11048684	new property for 2024	\$ 22.68
Lahave Coastal Conservation Association	10803950	\$ 7.29	\$ 16.20
Lahave Coastal Conservation Association	11048692	new property for 2024	\$ 10.53
Lahave Coastal Conservation Association	11048706	new property for 2024	\$ 32.40
Lahave Coastal Conservation Association	11048714	new property for 2024	\$ 17.82
Lahave Coastal Conservation Association	11036562	new property for 2024	\$ 26.73
Lahave Coastal Conservation Association	11048722	new property for 2024	\$ 22.68
Lahave Coastal Conservation Association	11038212	new property for 2024	\$ 22.68
Lahave Coastal Conservation Association	11041541	new property for 2024	\$ 26.73
TOTAL		\$ 830.25	\$ 1,377.00
BUDGET DIFFERENTIAL			\$ 546.75

Council
Item: #11.3.2
Date: March 12, 2024
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Elana Wentzell, Director of Finance
Date: March 12, 2024
Re: Property Tax Rebate Proposed Budget 2024-25

Recommendation

It is recommended that the property tax rebate schedule be updated and be set as follows:

- for Household Income under \$28,560, a maximum rebate of \$630;
- for Household Income from \$28,561 to \$39,984, a maximum rebate of \$315; and
- for Household Income from \$39,985 to \$51,840, a maximum rebate of \$125.

Executive summary

At the February 20, 2024 Council Meeting, staff brought a recommendation based on the Property Tax Rebate Policy 049 by increasing the income threshold and rebate amounts by the 2023 Nova Scotia CPI.

Council asked staff to re-visit these amounts as it did not feel the income threshold adequately reflected what would be considered low income and the rebate amounts may not reflect the actual increase homeowners will be seeing on their 2024/25 property tax bill.

Discussion

In order to make an informed revised recommendation, staff gathered some statistics from the current year's property tax rebate applications.

The average rebate represented 42% of the average tax bill in the lowest income threshold where the average rebate was \$514 for an average tax bill of \$1,219.

Tax Rebate Request

March 12, 2024

Page 2 of 4

Income Category	Number of applicants	Maximum Rebate available	Average Rebate Received*	Average Tax Bill Amount
Income under \$25,699	385	\$ 570	\$ 514	\$ 1,219
\$25,700 to \$32,099	128	285	263	1,322
\$32,100 to \$40,700	217	115	113	1,358

When delving further into the information – 99 applicants received a rebate that covered their entire tax bill:

Tax Bill Amount	# Applicants
Tax Bills less than \$570/year	99
Tax bills from \$570 - \$700	56
\$700 to \$800	48
\$800 to \$900	37
\$900 to \$1,000	51
Tax Bills over \$1,000	439

The Province of Nova Scotia provides a Property Tax rebate to senior citizens: 50% of the property tax bill up to \$800. Municipal rebates are deducted from the tax bill amount that the Province uses in this calculation. For example, if an applicant has a \$1,000 property tax bill and received a \$570 municipal rebate, then the Province would rebate 50% of the difference ($\$1,000 - \$570 = \$430 \times 50\% = \215). This Provincial rebate is only available to senior citizens and uses the Guaranteed Income Supplement (GIS) income thresholds to determine eligibility.

Alternatives

Staff believe that using income thresholds that are in line with the GIS, without the age limitation, could be a useful alternative to the existing income thresholds in the current policy.

The GIS determines that the lowest category is \$21,624 (single) and up to \$28,560 if there is a spouse/partner; MODL’s first threshold could be \$28,560 or less.

The second GIS qualifier sets another threshold at \$39,984. This could be MODL’s second threshold \$28,561 to \$39,984.

Then the GIS maximum threshold is \$51,840; MODL’s third threshold could be \$39,985 to \$51,840.

Using the GIS lens for household income thresholds, and the 2023/24 data, 205 applicants would have received higher rebates, plus two applicants that did not previously qualify would have received a rebate:

Income Category	Number of applicants	Change
Income under \$28,560	446	61
\$28,561 to \$39,984	272	144
\$39,985 to \$51,840	14	-203

In making a determination on where to set the new rebate amounts, staff looked at increases in property assessment. In 2024, property assessments are capped at 3.2%. The average increase in the residential assessment roll in 2024 is 9% (excluding estimated appeals). Based on the February 20, 2024 Council discussion that the existing rebate amounts are not high enough, staff are suggesting a 10% increase in the rebates.

2023 Approved Schedule		2024 Proposed Schedule	
Household Income	Maximum Rebate	Household Income	Maximum Rebate
Under \$25,699	\$570	Under \$28,560	\$630
\$25,700 to \$32,099	\$285	\$28,561 to \$39,984	\$315
\$32,100 to \$40,700	\$115	\$39,985 to \$51,840	\$125

Budget implications

Using the proposed income threshold and rebate amounts, and based on the current year’s applicants, the budget would need to be at least \$335,000. Not knowing how many applicants might apply in the upper threshold category, staff suggest that at least \$125,000 be added to this to increase the budget for 2024/25 to \$460,000. That would allow for 1,000 applicants in the revised household income upper limit.

Communication Strategy

The low-income rebate application is mailed to all qualifying applicants from the prior year and any organizations that deal with those who may be considered low income. Also, the updated policy information will be posted on the Municipal webpage, social media accounts, in upcoming newsletters and printed on the back of the interim tax bill.

Conclusion

Staff recommend the income threshold and rebate amounts be set at the proposed amounts based on Council’s direction to increase the income thresholds and rebate amounts. If approved, this revised amount will become part of the 2024/25 budget.

Tax Rebate Request

March 12, 2024

Page 4 of 4

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