

COMPREHENSIVE COMMUNITY PLAN: QUARTERLY REPORT

Q2 2021/22: July - September, 2021

Council Presentation: September 28, 2021





PROJECT LUNENBURG

HIGH LEVEL STATUS UPDATE

- ▶ **Planning documents:** Municipal Planning Strategy (MPS), Land Use Bylaw (LUB), and Subdivision Bylaw
 - ▶ Public Hearing/2nd Reading/Council approval: July 27, 2021
 - ▶ Provincial approval
 - ▶ Documents in effect as of public advertisement: September 22, 2021
- ▶ **Heritage documents:** Heritage Conservation District (HCD) Plan & Bylaw
 - ▶ RFP advertising for consultant submissions (TBA)
- ▶ **Council Quarterly Reports to date:**
 1. Q4+ 2020/21 November 17, 2020 - March 31, 2021: *presented March 17, 2021*
 2. Q1 2021/22 April 1 - June 30, 2021: *presented June 22, 2021*
 3. Q2 2021/22 July 1 - September 30, 2021: *presented September 28, 2021*

10 STRATEGIC DIRECTIONS




Community Structure



Housing



Servicing & Facilities



Mobility



Economic Development



Heritage



Urban Design



Environment & Sustainability




Culture & Recreation



Governance


Q2 2021/22 STATUS




 <p>Community Structure</p>	Action 8	Study and planning for a <u>sustainable energy district</u> <ul style="list-style-type: none">▶ RFP issued for engineering studies for both the WTP and WWTP locations, with bids due October 6 for project award by end of October▶ Funding: Staff assessed FCM green funding not viable for this stage of the project; it was determined to wait and apply for the actual project due to small scale; Economic Development/Funding Manager to explore other funding opportunities
	Action 10	Site planning for <u>Blockhouse Hill</u> <ul style="list-style-type: none">▶ The MPS, LUB, and Subdivision Bylaw were approved by Council on July 27th and came into effect with advertising on September 22, 2021▶ Funding: Preliminary funding application has been submitted to ACOA

Q2 2021/22 STATUS



 <p>Housing</p>	Action 13	Feasibility study of mechanisms to encourage <u>long-term residency</u> <ul style="list-style-type: none">▶ N/A in 2021/22
	Action 17	Regulate <u>short-term rentals</u> <ul style="list-style-type: none">▶ The MPS, LUB, and Subdivision Bylaw were approved by Council on July 27th and came into effect with advertising on September 22, 2021▶ STRs are permitted in Residential zones as one unit within a primary dwelling (not an accessory building)▶ The CCP recommends a stand-alone STR Bylaw as a means to deal with operational aspects▶ Funding: Provincial funding support for a joint Lunenburg County model policy development being considered
	Action 20	Relationships with <u>housing stakeholders</u> to foster collaboration and data sharing <ul style="list-style-type: none">▶ A small group of staff, Councillors, and community stakeholders have met and are collaborating on issues of housing advocacy▶ Funding: N/A in 2021/22

Q2 2021/22 STATUS

 <p>Housing</p>	<p>Action 25</p> <p>Action 33</p>	<p>Study, policy, and other actions toward <u>alternative housing models</u></p> <ul style="list-style-type: none">▶ The MPS, LUB, and Subdivision Bylaw were approved by Council on July 27th and came into effect with advertising on September 22, 2021 – alternative housing models are enabled▶ Funding: N/A in 2021/22 <p>Monitor and analyze <u>housing demand and supply, demographic indications, and relevant development trends</u></p> <ul style="list-style-type: none">▶ National census results will be released through 2022 and will be assessed by staff for Council report(s)▶ Economic Development/Funding Manager and Planning Technicians are now in place and can help facilitate future housing information▶ Funding: N/A in 2021/22
--	---	--

Q2 2021/22 STATUS



Servicing &
Facilities

Action 1

Upgrades to the wastewater collection and discharge system

- ▶ Extensive capital and maintenance projects completed and planned on lift station pumps
- ▶ Catch basin and lift station sump inspections and cleanout/ repairs scheduled twice a year for enhanced preventative maintenance
- ▶ Water separation projects: Tannery Road and Brook Street repaired, projects on three lifts stations planned, and Bluenose Drive sewer line engineering to be completed in 2021/22
- ▶ GIS system RFP to be issued
- ▶ Dalhousie polymer study presented to Council on August 4th; proposal for second stage polymer testing not proceeding
- ▶ **Funding:** No updates

Q2 2021/22 STATUS



Servicing &
Facilities

Action 2

Upgrades to the wastewater treatment plant

- ▶ Final reports completed this quarter: WWTP Building Condition Assessment, Outfall Extension Pre-Design, WWTP Near-Term Upgrades, WWTP Long-Term Expansion
- ▶ Council discussion on implementation and budget scheduled for September 28, 2021
- ▶ **Funding:** PCAP received for pre-design work


Action 6

Plan for long-term of all municipal facilities

- ▶ Capital facilities maintenance projects funded in 2021/22 Town Budget include Town Hall (RFP awarded), Annex (cancelled), Arena, Skate Park (RFP awarded), and Fire Hall (engineering in progress)
- ▶ Municipal properties repurposing project in progress
- ▶ *See Culture & Recreation Action 32 re regional arts and recreation facilities*
- ▶ **Funding:** No update

Q2 2021/22 STATUS



 <p>Mobility</p>	<p>Action 29</p>	<p>Plan for new visitor, employee, and bus <u>parking areas</u> outside Old Town</p> <ul style="list-style-type: none">▶ N/A in 2021/22
	<p>Action 30</p>	<p>Improve <u>connectivity between Old/New Town</u> for all modes of transportation</p> <ul style="list-style-type: none">▶ Capital projects funded by 2021/22 Town Budget: Tannery Road sidewalk surveying and legal, Back Harbour trail resurfacing▶ Bicycle NS trial/pilot project for a contraflow bike lane and pedestrian mall on Montague Street (Linden to Duke) approved by Council on August 10, 2021 for the month of June 2022▶ Staff are developing a plan to install a bike repair station within the Town▶ <i>See also Culture & Recreation Action 24 on waterfront accessibility</i>▶ Funding: Bicycle NS funding for pilot project; staff are investigating funding support from the province for bike repair station

Q2 2021/22 STATUS



**Economic
Develop-
ment**

Action 4

Enhance relationships with surrounding communities and municipalities

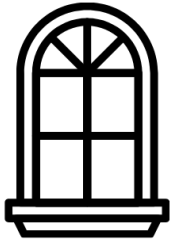
- ▶ New joint services: Fire Inspection; Accessibility Coordinator; and Parking enforcement
- ▶ Ongoing joint services: Building Inspection coordination expansion; REMO; Fire Protection Mutual Aid; Solid Waste Management
- ▶ Lunenburg County Mayors and Warden discussion forum
- ▶ Lunenburg County CAOs projects, including short-term rental (STR) study proposal and bulk purchasing
- ▶ Lunenburg/Queens Recreation Directors/Coordinators Association
- ▶ **Funding:** Provincial STR Policy development support being considered

Q2 2021/22 STATUS



 <p>Economic Development</p>	Action 23	Establish a <u>staff position</u> that can support economic development initiatives <ul style="list-style-type: none">▶ Devin Casario joined the Town staff as Economic Development/Funding Manager in August, with a work plan in development re: CCP priorities and businesses/organizations meeting tour▶ Funding: Researching various municipal funding sources
	Action 26	Create an <u>inventory</u> of economic information <ul style="list-style-type: none">▶ To be initiated as an ongoing project for the new Economic Development/Funding Manager and Planning Technician connected to asset mapping▶ Funding: N/A in 2021/22

Q2 2021/22 STATUS



Heritage

Action 22

Policy to encourage accessibility and provide heritage design guidance

- ▶ Lunenburg County shared Accessibility Coordinator in place
- ▶ New Land Use Bylaw in effect as of September 22, 2021 – barrier-free access requirements are included
- ▶ RFPs were re-issued for assessment of accessible parking and the development of sidewalk standards, with closing dates of October 1
- ▶ Accessible Building Entrance ramp brochure developed and available on website
- ▶ Potential RFP for an updated Heritage Conservation District Plan & Bylaw
- ▶ **Funding:** Accessibility Coordinator handling inquiries for project funding on behalf of Lunenburg County municipal units

Action 31

Accommodate new additions to heritage structures e.g. solar panels

- ▶ Heritage Conservation District Plan & Bylaw update will address this

Action 35

Ensure infill/new development is visually compatible/subordinate/distinguishable

- ▶ Heritage Conservation District Plan & Bylaw update will address this

Q2 2021/22 STATUS



Urban
Design

Action 16

Improve accessibility throughout the town


- ▶ Lunenburg County shared Accessibility Coordinator in place
- ▶ RFPs out for assessment of accessible parking and the development of sidewalk standards are out, with closing dates of October 1
- ▶ Additional exterior entrance handrail installed for Lunenburg Academy
- ▶ Capital projects in 2021/22 Town Budget include: re-gravelling of Back Harbour Trail (RFP awarded); and Skate Park accessible entrance and surface upgrades (RFP awarded)
- ▶ Lunenburg Arena and Community Centre accessibility audit scheduled for Fall 2021
- ▶ **Funding:** Lunenburg Academy Foundation for handrail; Lunenburg/Queens Recreation Association grant for Community Centre accessibility audit; 2021/22 Town Budget for Arena accessibility audit

Q2 2021/22 STATUS

 <p>Urban Design</p>	<p>Action 19</p> <p>Action 28</p>	<p>Activate <u>streetscapes</u> through design and programming</p> <ul style="list-style-type: none">▶ Tannery Road sea wall is 90% complete; awaiting materials for the remainder▶ Landscaping and outdoor furniture work completed on Tannery Road and Brook Street▶ Funding: Donations received for memorial park bench; other projects and related applications deferred to 2022/23 <p>Policies and programs for street trees and <u>urban forest</u></p> <ul style="list-style-type: none">▶ N/A in 2021/22
---	--	---

Q2 2021/22 STATUS



 <p>Environment & Sustain- ability</p>	<p>Action 5</p> <p>Action 15</p>	<p>Partnerships to encourage <u>energy efficient retrofits</u></p> <ul style="list-style-type: none">▶ RFP to be drafted for study for Fall 2021▶ Funding: Federal Infrastructure Retrofit and Efficiency NS sources being investigated as possible sources of funding <p>Ongoing <u>community learning/dialogue</u> about sea level rise and climate change</p> <ul style="list-style-type: none">▶ N/A in 2021/22; scheduled to begin 2023
---	--	--

Q2 2021/22 STATUS



Environment
& Sustain-
ability

Action 21

Regulate buildings near the shoreline as part of sea level rise adaptation

- ▶ The MPS, LUB, and Subdivision Bylaw were approved by Council on July 27th and came into effect with advertising on September 22, 2021 – building location/migration measures are included
- ▶ Provincial Coastal Protection Act Regulations are not yet in place and will require assessment for Town impact
- ▶ GIS layer in TownSuite will be prepared by new Planning Technician
- ▶ **Funding:** No update

Action 27

Policies for wind and solar energy at multiple scales

- ▶ RFP issued for solar studies, with a closing date of October 6; project implementation planned for 2022/23
- ▶ **Funding:** Will be analyzed for implementation phase

Q2 2021/22 STATUS



Culture &
Recreation

Action 11

Foster inclusivity in programming and leadership

- ▶ Refer to Action #18 (Anti-Racism Special Committee)
- ▶ Continue to host annual special events in collaboration with diverse stakeholders such as the Pride, Mi'kmaq Grand Council, Transgender, and Pan-African flag raisings, and a Pride rainbow walkway
- ▶ Sports field used for international sporting events, including Maritime Mallu T-10 Cricket League
- ▶ Seniors' fitness and hockey programs continue; new after-school programming and female-only pickleball added
- ▶ PRO Kids continues to provide financial assistance for children and youth
- ▶ Recreation & Parks Youth Intern (under 30) hiring process underway
- ▶ **Funding:** Federal Youth Employment Experience funding for intern

Action 12

Build relationships with BIPOC residents and organizations in the area

- ▶ Refer to Action #18 (Anti-Racism Special Committee)

Q2 2021/22 STATUS



Culture &
Recreation

Action 18

Special committee to promote anti-racism and decolonization

- ▶ Anti-Racism Special Committee (ARSC) began its work in February 2021 to facilitate the development of a Municipal Action Plan Against Racism and Discrimination
- ▶ Potential project list compiled by ARSC
- ▶ Consultants were selected via RFP to write the Municipal Action Plan (Live Infinitus); project kick-off on September 20th with ARSC meetings to be scheduled
- ▶ **Funding:** Town Budget 2021/22 funds allocated to support consultants' work

Q2 2021/22 STATUS



Culture &
Recreation

Action 24

Facilitate partnerships and opportunities to increase waterfront access

- ▶ *Action #30 (Connectivity between Old/New Town) to be completed first; partnership will be needed with Develop NS as the majority landowner*
- ▶ 2021/22 Capital projects furthering this goal include: Tannery Road seawall beautification project (completed); Back Harbour Trail re-surfacing (fall/winter completion)
- ▶ Potential Rotary Club funding application for outdoor exercise equipment installation along the Back Harbour Trail
- ▶ Hosted the Fishers' Memorial Service on the waterfront September 12th, in-person and video (viewed 216 times at time of writing)
- ▶ **Funding:** Rotary Club application TBA

Q2 2021/22 STATUS



Culture &
Recreation

Action 32

Assess regional arts and recreation facility needs and develop an integrated strategy

- ▶ *Action #6 (long-term facilities plan) to be completed first; regional cooperation will be needed for a joint asset map*
- ▶ Recreation: Accessibility audit of the Community Centre and Arena scheduled for fall 2021; skate park upgrades RFP awarded; the new Arena ice resurfacer delivered; Community Centre painting upgrades continuing
- ▶ Arts: Staff evaluation of the Lunenburg Foundation of the Arts' Cultural Action Plan presented to Council; Council appointment to Cultural Roundtable
- ▶ **Funding:** A private donation and funding were received for Skate Park upgrades

Q2 2021/22 STATUS



 <p>Governance</p>	Action 3	<u>Reform municipal committees to build a culture of inclusion</u> <ul style="list-style-type: none">▶ <i>Refer to Action #18 (Anti-Racism Special Committee)</i>
	Action 7	<u>Deepen work with local/regional partners in the provision of <u>shared services</u></u> <ul style="list-style-type: none">▶ Ongoing local/regional shared services discussions with neighbouring municipalities▶ 2021/22 additions include Accessibility, Fire Inspection, and Parking enforcement▶ Mayors/Warden and CAOs meetings to discuss enhanced joint services including short-term rental policy project, REMO and COVID-19 pandemic risk management and safety training▶ Funding: No update

Q2 2021/22 STATUS



Governance

Action 9

Expand communication plan to include a public participation strategy

- ▶ Public Participation Strategy development by staff to begin this quarter
- ▶ New Town website “www.townoflunenburg.ca” is live – the streamlined site focuses on Town government and services only for easier navigation
- ▶ **Funding:** Internally funded


Action 14

Undertake an organizational review that will identify changes required for implementation of CCP

- ▶ RFP for consultant for an organization review and a Bylaws and Policies review advertised, closing date September 29th for report and recommendation to Council
- ▶ **Funding:** Internally funded; possible phasing may require additional project funding

Q2 2021/22 STATUS



 <p>Governance</p>	<p>Action 34</p>	<p>Identify <u>performance indicators/measurements</u> to evaluate activities of the Town</p> <ul style="list-style-type: none">▶ RFP has gone out for KPI development consultant proposals, with a closing date of September 29th for report and recommendation to Council▶ Funding: Internally funded; possible phasing may require additional project funding
---	-------------------------	--

Q2 2021/22 NEXT STEPS

▶ Upcoming Quarterly Reports:

4. Q3 2021/22 October 1 - December 31, 2021: *schedule for Council Meeting of January 11, 2022*
5. Q4 2021/22 January 1 - March 30, 2022: *schedule for the Council Meeting of March 22, 2022*



PROJECT
LUNENBURG

Navigating the
Future, Together.