



Business Plan

2021–22

Municipal Affairs

**NOVA SCOTIA**

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Departmental Business Plans
Finance and Treasury Board
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Message from Minister and Deputy Minister

We are pleased to present the Business Plan for 2021-22 for the Department of Municipal Affairs. The department is committed to supporting and working with municipalities and our partners to ensure Nova Scotia has vibrant, healthy and safe communities.

In the year ahead, the pandemic will continue to present challenges for municipalities. During the first wave, we worked with the federal government to make sure municipalities received \$67.5 million through the Safe Restart Initiative.

In 2021-22, we will continue to work closely with the Nova Scotia Federation of Municipalities (NSFM) and the Association of Municipal Administrators of Nova Scotia (AMANS) to understand the impact COVID-19 is having on local governments.

Nova Scotia's local governments are resilient, and that was on full display during the recent municipal election cycle. We offer our congratulations to municipalities for ensuring these elections were held safely and successfully. In the coming year, we will continue to invest in the strengths of our communities through programs like Beautification and Streetscaping, Municipal Innovation, Community Works, Provincial Capital Assistance and the Flood Risk Infrastructure Investment Program.

We will ensure Nova Scotians continue to have strong emergency services, as well as building and fire safety services. The Emergency Management Office (EMO) continues to support municipalities in the review and updating of their emergency management plans. Through our partnership with local governments and other provincial organizations, the Office of the Fire Marshal (OFM) will continue to support provincial fire and building safety programs and services. Through the continuation of our Emergency Services Provider Fund, our firefighters will have additional funding for the tools and equipment they need to be safe while carrying out their duties.

We will advance these priorities by working closely with our partners over the next 12 months. Together, we will continue to build strong, safe, and dynamic communities that Nova Scotians are proud to call home.

Sincerely,

Brendan Maguire
Minister of Municipal Affairs

Justin Huston
Deputy Minister, Municipal Affairs

Departmental Mandate

The Department of Municipal Affairs (DMA) enables municipalities to build healthy, safe and vibrant communities, ensures fire and building safety, and works in collaboration with municipal, provincial and federal departments to strengthen provincial and municipal emergency preparedness through planning, training and exercise.

The Minister is responsible for the following items in mandate letters related to municipal affairs:

- work with your colleague from Environment and Climate Change on Extended Producer Responsibility.
- launch a review of service exchange agreements across municipal governments to assess taxes levied and corresponding areas of jurisdictional responsibilities.
- partner with the Minister of Energy and Mines and all municipalities on clean and climate resilient infrastructure investments.
- work with the municipalities and the Minister of Energy and Mines to explore new revenue streams as the province doubles its renewable energy targets to 80% by 2030.
- work with the Minister of Environment and Climate Change to adhere to updated national building codes to incorporate principles that encourage builders to offset emissions and use sustainable low carbon materials. This will contribute to new work and value-added product opportunities for our forestry sector.
- work with the Minister of Energy and Mines to invest in Electric Vehicle charging infrastructure on municipal government buildings and work toward Electric Vehicle fast chargers in all new commercial developments.
- begin significant electrification of public transit by working with the Minister of Transportation and Active Transit and the Minister of Energy and Mines.
- review how municipalities borrow money for energy efficiency and renewable energy projects to find ways for them to invest in deep energy retrofits for their buildings which will work toward energy targets and provide energy savings.
- continue to advance the Partnership Framework to ensure the province and municipalities work collaboratively on joint priorities and shared objectives.
- continue to advance municipal modernization to enable and promote collaboration among municipalities.
- collaborate with the Minister of Service Nova Scotia and Internal Services and the Minister of Infrastructure and Housing to maintain the COVID-19 eviction ban for the duration of the pandemic.
- build strong working relationships with our municipal partners.
- adapt to the change in departmental name in the most efficient way possible, minimizing the need for new signage and avoiding waste.
- provide statutory authority for municipal codes of conduct.

Core Business Functions / Areas

The mandate of the department is delivered through the following divisions/offices:

1. Policy, Planning and Advisory Services;
2. Grants, Programs and Operations; and
3. Emergency Management Office (EMO) and Office of the Fire Marshal

Through the Policy, Planning and Advisory Services & Grants, Programs, and Operation Divisions, the department provides advice, assistance, and training in areas of municipal administration, financial management, land use planning, and asset management. These divisions partner with municipalities; provide governance leadership on complex municipal issues; negotiates and administers federal and provincial capital infrastructure and operating funding programs, and plays a key role in maintaining the province's relationship with 49 municipalities and 21 villages in Nova Scotia.

The Emergency Management Office (EMO) administers a province-wide EMO operational program, including collaboration and support of municipal emergency management capacity, Provincial 911 Service, Ground Search and Rescue, the Disaster Financial Assistance Program. The Office of the Fire Marshal, as part of this division, collaborates municipally, provincially, and federally to advise on building and fire safety issues and provides government departments, municipalities and the public with effective approaches for building and fire safety in Nova Scotia.

Department Outcomes

- Communities that are viable, sustainable, safe, collaborative, resilient, and fiscally responsible with diversified economies.
- Responsive programs that support Nova Scotians across the province.
- A legislative and regulatory framework necessary to build and maintain healthy and vibrant municipalities.
- Municipalities are provided the necessary advice, tools, and resources for effective local governance and financial administration.
- The safety of Nova Scotians is enhanced through the coordination and collaboration of all stakeholders in the prevention and mitigation, preparedness, response, and recovery from emergencies.
- Nova Scotians have access to high quality & reliable 911 Service.
- Nova Scotians understand their personal responsibility for building and fire safety.
- Our provincial/municipal partners are supported in their efforts to achieve building, fire, and life safety for residents of Nova Scotia.

Department Actions and Initiatives

To work towards the above stated outcomes, in 2021-2022, DMA will:

Policy, Planning, and Advisory Services

- In collaboration with the Joint Municipal/Provincial Roundtable, continue to focus on the Partnership Framework deliverables; respond to annual NSFM resolutions; and coordinate policy priorities with the NSFM, DMA and other provincial departments to ensure joint priorities are being addressed.
- Where applicable, support other government departments with the implementation of any government wide corporate initiatives that impact municipalities.
- Encourage municipal modernization by identifying opportunities.
- Complete the development of a municipal planning flood line mapping standard for the province and guidance material for municipalities.

Grants, Programs, and Operations

- Encourage investments in communities by providing multiple capital funding programs and leveraging federal funding in areas such as water and wastewater, green initiatives/energy efficiency, social infrastructure, and flood risk mitigation.
- Encourage municipal regional collaboration and modernization in the areas of land use planning, economic development, infrastructure investment, and governance and providing funding for regional initiatives through the Municipal Innovation Program.
- Enhance municipal financial health and fiscal responsibility through the delivery of operating grants and programs, financial analyses and assistance that identify risk, and the continuous development and delivery of tools, supports, training, and initiatives such as the Financial Conditions Indicators Model.
- Continue to develop and provide tools, resources, and training to enhance municipal financial capacity and assist with capital planning and asset management.

Emergency Management Office and Office of the Fire Marshal

- Support municipalities in reviewing and updating their Emergency Management Plans.
- Partner with Public Safety Canada and other related stakeholders to continue to facilitate Critical Infrastructure emergency planning and resiliency.
- Continue planning and development related to the deployments of Next Generation 911.
- Provide building, fire, and life safety expertise to the Province through plans examination, inspection, and enforcement of the National Building Codes as we build significant new health and education infrastructure around the province.

Financial Summary

Department of Municipal Affairs Expenses Summary			
(\$ thousands)			
<u>Programs and Services</u>	2020 -2021 Estimate	2020-2021 Forecast	2021-2022 Estimate
Senior Management	980	937	1,005
Corporate Policy and Innovation	2,584	2,402	1,829
Housing Authorities	31,323	38,691	---
Projects and Strategic Planning	314	312	---
Homelessness and Shelters	10,902	11,561	---
Housing and Municipal Sustainability	249,724	308,872	198,783
Housing Loan Administration and Finance	2,351	2,649	---
Emergency Management Office	10,335	11,426	11,567
Total - Departmental Expenses	308,513	376,850	213,184
Ordinary Recoveries	127,559	128,641	139,571
TCA Purchase Requirements	476	476	450
<u>Funded Staff (# of Net FTEs)</u>			
Department Funded Staff	182.0	149.7	71.0
Note:			
For Ordinary Revenues, see Estimates and Supplementary Detail Book, Chapter 2			
For TCA Purchase Requirements, see Estimates and Supplementary Detail Book, Chapter 1			

Appendix: Associated Entities

Municipal Finance Corporation

Nova Scotia Municipal Finance Corporation (NSMFC) is a Crown Corporation of the Province of Nova Scotia. NSMFC provides capital infrastructure financing to clients at the lowest available cost, within acceptable risk parameters, and to provide financial management advice and assistance to clients.

To view their Business Plan and other resources, please visit their website at <https://www.nsmfc.ca/>.