



Business Plan

2019–20

Department of Municipal Affairs



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Budget 2019-20: Business Plan
March 2019
ISBN: 978-1-55457-936-5

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Minister's Message

As the Department of Municipal Affairs enters the 2019-20 fiscal year, we remain committed to supporting and working with municipalities and partners to ensure Nova Scotia has safe, strong, successful and vibrant communities.

We have made progress over the past year in our work to facilitate municipal modernization and increase collaboration with our partners. We continued to modernize our legislation, which is further empowering municipalities to be sustainable and responsive to the needs of their citizens. Our mandate and work focus on investing in the municipalities and people of Nova Scotia through our various funding programs.

Looking ahead, we will continue to work with municipalities to identify areas for collaboration and innovative new approaches to better leverage opportunities. Our legislation will continue to be modernized and updated to better meet the needs of our clients and partners. We will ensure Nova Scotians continue to have strong and robust emergency preparedness coordination and services, and fire and building safety programs and services. Through our various funding programs, we will continue to invest in Nova Scotia communities to help ensure they have modern and robust infrastructure, can reduce or mitigate the effect of floods, have clean water, and are able to deliver important services to Nova Scotians.

In the coming year, Municipal Affairs will continue to play a key leadership role in ensuring Nova Scotians have strong, sustainable local government – municipalities that are empowered and ready to seize social and economic opportunities. We look forward to continuing to work with municipalities, our emergency management and fire service partners, the Nova Scotia Federation of Municipalities, the Association of Municipal Administrators, Regional Enterprise Networks, and other partners. Together, we are building a stronger province.

Sincerely,

Chuck Porter

Minister, Department of 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 mandate of the department is delivered through the following divisions/offices:

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

Core Business Functions / Areas

The Department of Municipal Affairs supports Nova Scotian municipalities in building healthy, safe and vibrant communities by encouraging sound municipal governance and working with municipalities to improve economic growth and viability.

In 2019-2020, DMA will focus on the following core business functions / areas:

Policy, Planning and Advisory Services

Policy, Planning and Advisory services provides policy, planning, governance, and municipal financial & service advice to the Minister, Deputy Minister, divisions, and offices of the department, as well as to our municipal partners. This includes leading, coordinating or providing support for policy, legislative & regulatory initiatives, as well as departmental and municipal business and operational planning. This division also reports municipal statistics and financial condition, as well as administers and supports the Regional Enterprise Networks (RENS).

Outcomes

1. Municipalities are provided with the legislative and regulatory framework necessary to build and maintain healthy and vibrant communities.
2. Municipalities are provided with the appropriate resources and advice to support financial capacity-building and provide effective local governance.

Actions

In 2019-2020 Policy and Corporate Services will:

1. Review and update the Municipal Government Act and Halifax Charter, where applicable.

2. Review the Municipal Equalization Program to ensure the formula is effective and is continuing to meet the needs of municipalities.
3. In collaboration with the Joint Municipal/Provincial Roundtable, continue to focus on the Partnership Framework deliverables; responding to annual NSFM resolutions; and coordinating policy priorities with the NSFM, DMA, and other provincial departments to ensure joint priorities are being addressed.
4. Where applicable, support other government departments with the implementation of any government wide corporate initiatives.

In 2019-2020 Governance and Advisory Services will:

1. Encourage municipal modernization by identifying opportunities.
2. Continue to work with the RENs to focus mandates and support increased operational effectiveness.
3. Review options with respect to regulations pertaining to Municipal Codes of Conduct.
4. Form and support the Elections Review Committee.

In 2019-2020 Municipal Finance and Operating Grants will:

1. In collaboration with the AMA, work to build the online audit training option designed for municipal audit committees.
2. Develop an internal Financial Analysis Tool and Dashboard that will support the analysis of municipal financial health.

In 2019-2020 Municipal Land Use Planning will:

1. Support municipalities in addressing impacts of climate change through climate adaptation infrastructure.
2. Complete the development of regulations, guidance documents and support programs associated with minimum planning requirements and assist municipalities with implementation.
3. Work with our partner departments to better align municipal and provincial management of our land and other resources.
4. Complete the development of a municipal planning flood line mapping standard for the province.

Grants, Programs, and Operations Division

The Grants, Programs, and Operations Division administers programs, provides advice, develops tools, and distributes funding to municipalities to help build and revitalize local public infrastructure. Through the Office of the Fire Marshal (OFM), the division also establishes policies, regulations and programs to promote and enforce the principles and practices of fire

and life safety for Nova Scotians. OFM also advises persons and/or organizations, including Government, regarding building and fire safety.

Outcomes

1. Municipalities can properly leverage program funding to support innovative projects and ongoing municipal infrastructure needs.
2. Municipalities make informed decisions on infrastructure needs and infrastructure plans
3. Nova Scotians understand their personal responsibility for building and fire safety.

Actions

In 2019-2020 Grants & Programs will:

1. Maximize access to federal funding for municipalities and infrastructure improvements.
2. Continue to work in collaboration with Municipalities, other Provincial Departments, the Nova Scotia Federation of Municipalities, and the Association of Municipal Administrators to provide guidance regarding the development of tools for a province-wide Asset Management Strategy.
3. Continue the delivery and administration of infrastructure funding programs and work in collaboration with the Department of Transportation and Infrastructure Renewal on the new Investing in Canada Infrastructure Program.

In 2019-2020 the Office of the Fire Marshal will:

1. Continue to work with provincial/municipal partners to support their efforts in achieving building and fire safety.
2. Continue to support provincial fire services, including the ongoing administration of the Emergency Services Provider Fund.
3. Support the work of the Joint Municipal Fire Services Committee.

Emergency Management Office

The Emergency Management Office (EMO), a division of the Department of Municipal Affairs, aims to promote the safety and security of Nova Scotians, their property and the environment by providing for a prompt and coordinated response to an emergency.

Outcomes

1. 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.

2. Nova Scotians have access to high quality & reliable 911 Service.

Actions

In 2019-2020 the Emergency Management Office will:

1. Support municipalities in reviewing and updating their Emergency Management Plans.
2. Implement the provincial Strategic Emergency Management Plan and create Incident Action Plans for 26 specific risks to the safety of Nova Scotians.
3. Continue the implementation of the Critical Infrastructure Resiliency Plan and participate in the first regional critical infrastructure-focused exercise in partnership with Public Safety Canada and other related stakeholders.
4. Update the All-Hazards Emergency Plan that supports the Provincial preparation for, and response to, emergency events.
5. Install two Next Generation positions in EMO's 911 test lab so new technologies can be fully evaluated in anticipation of the CRTC-mandated Canadian National NextGen 911 strategy timeline.

Financial Summary

<i>Department of Municipal Affairs</i>			
	2018-2019 Estimate	2018-2019 Forecast	2019-2020 Estimate
Program & Service Area	<i>(\$thousands)</i>	<i>(\$thousands)</i>	<i>(\$thousands)</i>
Senior Management	701	613	706
Grants, Programs & Operations	113,530	113,120	114,967
Policy, Planning & Advisory Services	90,145	91,886	86,649
Emergency Management Office	8,205	7,311	10,900
Total Program Expenses	212,581	212,930	213,222
Ordinary Recoveries	132,315	134,020	135,821
TCA Purchase Requirements	704	457	505
Provincial Funded Staff (Net FTEs)	73.2	67.6	72.2

