



### **STAFF REPORT**

**TO:** Municipal Council

**FROM:** Val Kean, Director of Economic & Community Development

**APPROVED BY:** Erin Hartley, Deputy CAO

**DATE:** June 25, 2025

**SUBJECT:** **Municipal Planning Strategy and Land Use By-Law, Second and Final Reading**

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#### **ORIGIN**

Mandatory municipal planning requirements – Municipal Government Act (MGA)

#### **RECOMMENDATION**

Be it resolved that the Council of the Municipality of the District of Shelburne give second and final reading to the attached Municipal Planning Strategy, as presented; AND,

THAT the Council of the Municipality of the District of Shelburne give second and final reading to the attached Land Use By-Law, as presented.

#### **BACKGROUND**

Over the course of more than 2 years, Brighter Planning has worked on the development of these planning documents involving careful research, multiple rounds of review, and the active participation of residents, business owners, Council, and staff. The engagement strategy included the following open houses, online surveys, webinars, stakeholder interviews, individual meetings, and two “What We Heard” reports:

- Fall/Winter 2023 – Project initiation
- Spring/Summer – Initial project planning and coordination and background research.
- October 03, 2023: Key Informant Interviews conducted with community leaders, municipal official and service providers.
- November 22, 2023: Public Open House at Municipal Office
- November 23, 2023: Public Open House at Sable River Community Hall
- December 04, 2023: Public Open House at Gunning Cove; Start of Individual Meetings
- December 09, 2023: Deadline for written feedback from December engagement
- March 31, 2024: Online Survey deadline
- June 25, 2024: What We Heard Report Version 1
- September 11, 2024: Renewable Energy Best Practice Review
- October 09, 2024: Council Workshop on Draft Policies
- November 14, 2024: New Council Workshop on MPS & LUB
- November 22, 2024: Draft MPS & LUB (Version 2) released for public comment

- November 27, 2024: Wind Turbine Webinar held
- December 02, 2024: Public Engagement Session (Shelburne High School)
- December 03, 2024: Public Engagement Session (Gunning Cove)
- December 04, 2024: Public Engagement Session (Lockeport) & Individual Meetings
- January 31, 2025: Version 3 MPS & LUB posted online
- February 12, 2025: First Public Webinar on Version 3
- February 13, 2025: Second Public Webinar on Version 3
- February 14, 2025: One-on-one virtual meetings offered
- March 03, 2025: Deadline for Public Feedback
- March 19, 2025: Council presentation on Provincial Wind Regs and public comments received by Council

## **DISCUSSION**

From the outset of the review process, the Municipality has been committed to a transparent and inclusive process. Each round of engagement above informed concrete revisions of our planning documents and strengthened the policies that are now being presented.

The attached Version 4 of the MPS and LUB integrates:

- Feedback from three rounds of public consultation;
- Input from the What We Heard Report;
- Detailed municipal staff review;
- Council direction from workshops and briefings;
- The latest provincial regulations, including wind turbine siting requirements and coastal protection guidance.

The result of our work is a clear, forward-looking plan that supports economic opportunity, climate resilience, and housing flexibility—while respecting the unique rural and coastal character of Shelburne.

Notable updates include:

- Expanded housing policies to support small option homes, tiny homes, and flexible lot sizes in rural areas;
- Coastal and steep slope protection measures embedded within both MPS policy and zoning overlays;
- Modernized renewable energy regulations, including new criteria for both small- and large-scale wind turbines;
- Zoning updates that simplify the regulatory framework, enable mixed rural uses, and introduce overlay zones for greater clarity and adaptability;
- Specific provisions to protect working waterfronts and industrial lands from incompatible conversions.

At the May 27, 2025, Council heard a presentation from Brighter Days Planning and Consulting which provide details of the final version of our planning documents. At this meeting Council also passed the following motion:

Be it resolved that the Council of the Municipality of the District of Shelburne give first reading and forward to public hearing the attached Municipal Planning Strategy, as presented; AND,

THAT the Council of the Municipality of the District of Shelburne give first reading and forward to public hearing the attached Land Use By-Law, as presented.

A Public Hearing was held on June 25, 2025, at 6:00 PM. Residents were encouraged to attend the hearing to speak directly to Council regarding any comments or feedback related to the planning documents. In addition, residents were invited to submit written comments in advance of the hearing, with a deadline of Wednesday, June 18, 2025, at 4:00 PM. All written submissions received by that time were included in the meeting package.

Notification of the Public Hearing was advertised across multiple platforms—including social media, the municipal website, local newspapers, and radio stations—in accordance with the requirements set out in the Municipal Government Act (MGA).

Following second reading and Council approval of the planning documents, they are forwarded to the Province for Ministerial approval. Once confirmation of approval is received from the Minister, the documents are publicly published. The planning documents are considered officially adopted and in effect as of their date of publication.

#### **ATTACHMENTS**

Updated Version 4 Municipal Planning Strategy

Updated Version 4 Land Use By-Law