

Municipality of the District of Lunenburg Minutes of a Meeting of the Finance Committee

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, NS

Tuesday, December 2, 2025 – 9:00 a.m.

Attendance

Councillor Morgen Reinhardt, District 1, Chair

Councillor Edgar Burns, District 7, Vice Chair (arrived at 10:25 a.m.)

Mayor Elspeth McLean-Wile

Councillor Martin Bell, District 2

Councillor Wendy Oickle, District 3

Councillor Pam Hubley, District 4

Councillor Cathy Moore, District 5

Councillor Alison Smith, District 6

Councillor Ben Brooks, District 9

Deputy Mayor Chasidy Veinotte, District 10

Regrets

Councillor Kacy DeLong, District 8

Staff

Tom MacEwan, Chief Administrative Officer

Alex Dumaresq, Deputy Chief Administrative Officer

Elana Wentzell, Director of Finance

April Whynot-Lohnes, Municipal Clerk

Lisa Andrews, Executive Assistant

Tina Robichaud-Bond, Executive Assistant

1. Call to Order

Councillor Reinhardt called the meeting to order at 9:00 a.m. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2. Announcements/Acknowledgements/Recognition

Mayor McLean-Wile acknowledged December 6, 2025, as a Day of Remembrance and Action on Violence Against Women and acknowledged all women and girls who have died due to gender-based violence.

2.1 Proclamation – International Day for Persons with Disabilities

Mayor McLean Wile proclaimed December 3, 2025, as International Day for Persons with Disabilities in the District of Lunenburg to raise awareness in understanding disability issues and the importance of equal access.

3. Public Input - Nil

4. Changes/Approval of Agenda

Moved by Councillor Brooks, seconded by Deputy Mayor Veinotte that the December 2, 2025, Finance Committee Agenda be approved as circulated. Carried unanimously.

5. Approval of Minutes – November 4, 2025

The Minutes of the November 4, 2025, Finance Committee meeting were approved as circulated.

6. Business Arising from Minutes - Nil

7. Presentations/Scheduled Times - Nil

8. Referrals from Committees/Council - Nil

9. Staff Reports

9.1 Finance Department

9.1.1 Debt Financing for Municipal Projects

Elana Wentzell, Director of Finance, reviewed the report “Debt Financing for Municipal Projects” (circulated with the agenda), providing details on the pros and cons of using debt financing for municipal projects.

It was noted that the Waste Treatment Plant expansion is a good use for debt financing as the life of the project would be 20 years. Future taxpayers will share in the cost associated with the development.

A question was raised if there were ways to do this project without taking on the debt? This is not recommended as it would deplete reserves.

Alex Dumaresq, Deputy CAO, stated the importance of clear communication and that debt financing is not for daily operations but long-term financing.

9.2 Recreation, Parks & Tourism

9.2.1 2024 Active Transportation Plan

Kelly Cunningham, Active Living Coordinator, reviewed the report “2024 Active Transportation Plan” (circulated with the agenda) and gave a presentation on the updated 2025 Active Transportation Plan (attached to Minutes).

Ms. Cunningham noted that this is a living document, used as guide for Council to make decisions and a report will come back to Policy and Strategy Committee in January for discussion.

Clarification on the meaning of “where feasible” was provided and that prioritizing, costing and communications will be important.

Council recessed at 10:07 a.m. and resumed at 10:16 a.m.

9.2.2 PRO Kids Reserve Budget Request

Tissy Bolivar, Program Coordinator with Parks, Recreation & Tourism, reviewed the report “PRO Kids Reserve Budget Request” (circulated with the agenda) and explained the request of additional funds from the PRO Kids Reserve fund.

Clarification was provided that if all the monies are used there will be no funds remaining in the reserve.

Councillor Burns arrived at 10:25

Moved by Councillor Veinotte, seconded by Councillor Hubley that the Finance Committee recommends to Municipal Council that Municipal Council approve up to \$21,418.99 in additional funds for the PRO Kids program for the 2025-2026 fiscal year, and further, that these funds come out of the PRO Kids Reserves. Carried unanimously.

9.3 Administration Department

9.3.1 By-law 017 – Police Clearance Certificate

Susan Berry, Supervisor, Corporate Services & Communications, reviewed the report “By-law 017 – Police Clearance Certificate Application Fees Bylaw” (circulated with the agenda), and requested Council to consider repealing the By-law.

Moved by Councillor Smith, seconded by Deputy Mayor Veinotte that the Finance Committee recommends to Municipal Council that Municipal Council repeal By-law 017, Fees Charged for Police Clearance Certificate Applications and conduct first reading at the December 9, 2025, council meeting. Opposed: Councilor Bell. Motion carried.

9.4 Economic Development

9.4.1 Communities in Bloom

Sandra Challis, Administrative Assistant, gave a presentation on “Communities in Bloom 2025”, (circulated with the agenda), outlining the purpose and that the Municipality received a score of 422 out of 600 (3 blooms).

Clarification was provided that if the Municipality wished to do a future submission that areas with more density be considered and/or communicating to smaller communities so they can submit independently.

There was no action or role of council at this time as the presentation was for information only.

10. Consideration of Correspondence - Nil

11. Mayor's/Deputy Mayor's/Councillors' Matters

11.1 Request a Letter of Support for Seniors Safety Program – Councillor Smith

Councillor Smith reviewed her request regarding the Lunenburg County Seniors Safety Society and explained that letters of support are being requested as part of their request for increased funding from the Province. She noted that the senior safety program is a vital program for residents in the municipality.

Moved by Councillor Smith, Seconded by Councillor Bell that the Finance Committee recommends to Municipal Council that Municipal Council write a letter of support for the Lunenburg County Seniors Safety Society in their request for additional funding from the Province.

Concern was raised that the province may expect municipalities and partner organizations to be the sole funding partners for the senior safety program and that the funding formula did not appear equitable.

The Motion on the floor was voted on and carried unanimously.

12. Added Items - Nil

13. In Camera – Nil

Council Recessed at 11:14 a.m. and reconvened at 1:00 p.m.

Councillor Brooks joined the meeting via teams.

14. Municipal-Wide Planning

14.1 Public Input Regarding Municipal Wide Planning - Nil

14.2 Municipal-Wide Planning - Direction Report

A report from the Municipality's Planning Staff titled "Municipal-Wide Land Use Planning – Council Direction" was circulated with the agenda.

Reid Shepherd, Deputy Director of Planning & Development Services, Ella Gindi, Planner II Rosemary Young, Planner I, and Anna Giblin, Planner I were in attendance to continue the presentation on "Municipal-Wide Land Use Planning – Council Direction Report #2".

Mr. Shepherd began the presentation (attached to the Minutes) by providing a recap of the discussions held at Council on November 25, 2025.

Council discussed 3 options for the following matters and chose their preferred option for each category:

Campgrounds and RV Parks - Council chose Option 3

- Permit campgrounds and RV parks by development agreement in most zones.

Mr. Shepherd provided clarification on how a campground can be defined as a location with 4 or more campers, not inhabited year-round.

Ms. Gindi provided an overview on inland watercourses and the areas of decisions required.

Vegetative Buffer - Council chose Option 2

- 15 metre vegetative buffer (with flexibility for undersized lots) around in-land waterbodies.

Watercourse Setback - Council chose Option 2

- 20 metre development setback (with flexibility for undersized lots) around in-land waterbodies.

Council Recessed at 2:26 p.m. and reconvened at 2:47 p.m.

Inland Wetlands - Council chose Option 3

- 20 metre development-setback and vegetative buffer and development setback for in-land wetlands.

Ms. Gindi continued the presentation on environmentally protected areas and provided an overview of potential zoning for the following:

- Lakefront Areas
- Protected Watersheds
- Conservation

No direction was given at this time, and staff was directed to bring the matter back to the next council meeting for continued discussion.

15. Adjournment

There being no further business, the meeting adjourned at 3:42 p.m.