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## **Finance Committee Meeting Agenda**

**April 7, 2026 – Immediately following the 9:00 a.m. Audit Committee Meeting  
MODL Council Chambers – 10 Allée Champlain Drive, Cookville**

- 1. Call to Order**
  - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
  - 2.1 Proclamation – Autism Acceptance Month
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda (as circulated)**
- 5. Approval of Minutes – March 3, 2026**
- 6. Business Arising from Minutes**
- 7. Presentations/Scheduled Times (Nil)**
- 8. Consideration of Correspondence – Nil**
- 9. Recommendations from Committees & Boards – Nil**
- 10. Staff Reports**
  - 10.1 Engineering, Project Management & Public Works Department**
    - 10.1.1 Cost Shared Program for J Class Roads for 2026-2027 - Darby's Head Road..... 1-6
  - 10.2 Administration Department**
    - 10.2.1 Accessibility Standards..... 7-11
- 11. Added Items**
- 12. In Camera**
  - 12.1 Land Negotiations under Section 22(2)(a) of the MGA
  - 12.2 Contract Negotiations under Section 22(2)(e) of the MGA
- 13. Adjournment**



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Councillor Reinhardt, Chair and Members of the Finance Committee

**Submitted by:** Jamie Burgess P. Eng

**Date:** April 7, 2026

**Re:** Cost Shared Program for Paving of J Class Roads for 2026-2027  
Darbys Head Road

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### Recommendation

It is recommended that the Finance Committee recommends to Municipal Council to accept the cost sharing opportunity, as presented by Nova Scotia Department of Public Works (NSDPW), for the paving of Darbys Head Road, a J Class Road, in the amount of \$100,000.; and further, direct the Mayor to execute the Notice of Acceptance.

### Background

Darby's Head Road has been submitted multiple times to the province for participation in the J Class Road cost sharing program. This is the opportunity to have this work completed through the cost sharing agreement.

### Discussion

The Province has advised us of the following cost:

| Road Name        | Description                               | Length  | Total Cost Estimate (Excludes HST) | Cost Share Estimate (excludes HST) |
|------------------|---|---------|------------------------------------|------------------------------------|
| Darbys Head Road | Blue Rocks Road to end of listing, paving | 0.45 Km | \$200,000                          | \$100,000                          |

### **Strategic Focus**

Infrastructure upgrades and expansion and management.

### **Budget/Financial Implications**

Sufficient funds have been included in the approved 2026/2027 budget for this J Class Road improvement project.

### **Climate Change/sustainability**

N/A

### **Inclusion Diversity equity and Accessibility (IDEA@MODL)**

N/A

### **Strategic Communications**

Signs will be posted to make the public aware this project is partially funded with Gas Tax funds.

### **Work plan**

This work is scheduled to be completed in the 2026/2027 construction season.

### **Alternatives**

The alternative is not to approve this spending and lose this cost sharing opportunity to pave Darbys Head Road.

### **Conclusion**

Council direct staff to notify NSDPW that the Municipality accepts the Darbys Head Road paving project at the estimated cost of \$200,000 + HST with the Municipality's share estimated at \$100,000.

### **Attachment**

Signed Minister Letter

| <b>Report Preparation</b> |  |
|---------------------------|--|
| <b>Department</b>         | Engineering and Public Works             |
| <b>Report Prepared by</b> | Jamie Burgess, Senior Municipal Engineer |

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|                                |   |
|--------------------------------|---|
| <b>Report Approved by</b>      | Stephen W. Pace, Director of Engineering and Public Works |
| <b>Date Reviewed by C.A.O.</b> |   |



**Public Works  
Office of the Minister**

PO Box 186, Halifax, Nova Scotia, Canada B3J 2N2

**MAR 24 2026**

Her Worship Elspeth McLean-Wile  
Mayor of Municipality of the District of Lunenburg  
210 Aberdeen Road  
Bridgewater, NS B4V 4G8

Dear Mayor McLean-Wile:

**Re: Cost Shared Program for Paving of Subdivision (J Class) Streets for fiscal year 2026-27.**

Thank you for your Municipality's submission under the Cost Shared Program for Paving of Subdivision (J Class) Streets for fiscal year 2026/27.

We are pleased to inform you that the road listed below has been approved under this program:

| Road Name        | Description                                    | KM's        | Total Cost Estimate (excludes HST) | Cost Share Estimate (excludes HST) |
|------------------|--|-------------|------------------------------------|------------------------------------|
| Darbys Head Road | from Blue Rocks Road to end of listing, paving | 0.45        | \$200,000                          | \$100,000                          |
| <b>Total</b>     |  | <b>0.45</b> | <b>\$200,000</b>                   | <b>\$100,000</b>                   |

Under the terms of Cost Share Agreement 2023-015, the Municipality has agreed to notify the Department within 20 Business Days from the time of receipt, whether it accepts the list of approved projects and the cost estimates. If a notice of acceptance is not received within this time, the Municipality is deemed to not accept the list of approved projects and the cost estimates, and the Province will proceed no further with these projects.

Mayor Elspeth McLean-Wile  
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If you choose to accept the list and cost estimate, please complete, and sign the attached Notice of Acceptance and return to the attention of Laura Cunningham, Capital Program Administration Officer.

Due to program limits, the Department will not be able to proceed with St. Augustine Road, Riverside Heights Road, Freeman Crescent, Riverview Drive and Church Road. The Municipality may wish to re-submit these candidates for the 2027-28 program under the terms outlined in the Cost Share Agreement.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Fred Tilley", with a long horizontal flourish extending to the right.

Fred Tilley  
Minister of Public Works

c: Tom MacEwan, Chief Administrative Officer  
Mitchell Conrad, District Director, Western  
Craig Smith, Construction Manager, Western  
Laura Cunningham, Capital Program Administration Officer

**NOTICE OF ACCEPTANCE:**

The Municipality of Lunenburg accepts the cost estimate of only the project listed as "Yes" below for fiscal year 2026-27 and wishes to proceed with construction as per the terms of Agreement 2023-015.

| <b>Road Name</b> | <b>Description</b>                             | <b>KM's</b> | <b>Total Cost Estimate (excludes HST)</b> | <b>Cost Share Estimate (excludes HST)</b> | <b>Accept: Yes / No (please write in)</b> |
|------------------|--|-------------|---|---|---|
| Darbys Head Road | from Blue Rocks Road to end of listing, paving | 0.45        | \$200,000                                 | \$100,000                                 |   |
| <b>Total</b>     |  | <b>0.45</b> | <b>\$200,000</b>                          | <b>\$100,000</b>                          |   |

**Name (Print):** \_\_\_\_\_

**Name (Signature):** \_\_\_\_\_

**Title (Print):** \_\_\_\_\_

**Date (Print Year-Month-Day):** \_\_\_\_\_

Please ensure the yellow highlighted column is filled in and return signed document via email to: Laura Cunningham at [laura.cunningham@novascotia.ca](mailto:laura.cunningham@novascotia.ca)



# District of Lunenburg

Finance Committee

April 7, 2026

## Accessibility Standards

# Background

- **The Built Environment Accessibility Standard Regulations are law**
  - municipalities have specific responsibilities
- **Not required to retrofit for accessibility**
  - follow the legislation for new, renovated, and redeveloped infrastructure
- **Must post our service standards to the website**
- **When organizations don't meet the requirements, people can contact the Accessibility Directorate to make a complaint**



# Snow and Ice

- Sidewalks clear within 24 hours of storm end
- Crossings clear; buttons are accessible
- Report issues to Engineering
  - 902-541-1351
  - [engineering@modl.ca](mailto:engineering@modl.ca)



# Maintenance of Parking Areas

- **Annual check on conditions**
  - Cracks/uneven surfaces
  - painted lines, signage etc.
- **Report issues to Engineering**
  - **902-541-1351**
  - [engineering@modl.ca](mailto:engineering@modl.ca)



# Accessible Entrances

- Daily checks that they work
- Notice and backup plan for when not working
- Report issues to Engineering
  - 902-541-1351
  - [engineering@modl.ca](mailto:engineering@modl.ca)

