

This document was created using best practices in document accessibility. Should you need assistance reading or understanding this document, call 902-543-8181 or email [info@modl.ca](mailto:info@modl.ca).

## **Municipal Special Council Meeting Agenda**

**Thursday, March 6, 2025 – 6:00 p.m.**

**MODL Council Chambers – 10 Allée Champlain Drive, Cookville**

- 1. Call to Order**
  - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Changes/Approval of Agenda (as circulated)**
- 3. Municipal 2025-2026 Capital Budget..... 1-12**
  - 3.1 Staff Presentation on Budget
  - 3.2 Expanded Public Input
  - 3.3 Council Deliberation and Direction to Staff
- 4. Adjournment**

**Special Council**  
Item #: 3.  
Date: March 6, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg

### Request for Decision

**Finance Committee**  
Item #: 9.  
Date: March 4, 2025  
Authorization: Elana Wentzell

**Report to:** Finance Committee  
**Submitted by:** Elana Wentzell, CPA, CMA, Director of Finance  
**Date:** 2025-03-04  
**Re:** 2025-26 Draft Capital Budget

---

#### Recommendation

It is recommended that Council consider the 2025-26 Draft Capital Budget and direct staff to make any changes it feels necessary to support its strategic goals.

#### Executive summary

The 2025-26 Draft Capital Budget is enclosed for Council consideration. Staff will be reviewing the draft budget in detail with Council looking for direction on revisions.

Department budgets will be presented by each Director. There will be an accompanying presentation which will more fully explain any suggested changes, operational impacts and alignment with Council's Strategic Plan.

The 5-year financial strategy will also be discussed.

Staff are pleased to present this draft capital budget for Council consideration.

Report Preparation	
Department	Finance
Report Prepared by	Elana Wentzell
Report Approved by	
Date Reviewed by C.A.O.	

5 Year Capital Investment and Canada Community-Building Fund Plan		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
Project Description		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
<b>Administration Department</b>								
Community Solar Garden - Site Selection & design & Construction	Construction of 7 MW Solar Garden managed by AREA (energy savings equal to 700 homes or 150,000 trees). Municipal partnership with MODL. An IMSA will be formed to Construct & Manage. Interest during Construction \$1,491,346 (MODL Share 56.14%). The spend is conditional on application approval and successfully negotiating a PPA and that the amount is fully repaid to MODL from the IMSA Corp from long term borrowing.	500,000	840,000					
Community Solar Garden - Land Acquisition	The purchase of the land for the solar garden with same conditions as above and fully repaid - cost is \$650,000		650,000					
<i>Administration Department Subtotal</i>		500,000	1,490,000	-	-	-	-	-
<b>Finance Department</b>								
Tax Bill Portal	Purchase software for online access to Tax Bills (Provincial funding rec'd) also includes employee pay stubs. 70% paid on contract start. 30% due in 2025/26. Total \$34,500 + HST	30,000	10,800					
<i>Finance Department Subtotal</i>		30,000	10,800	-	-	-	-	-

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
<b>Economic Development Department</b>								
Land Acquisition & access to facilitate deliveries	Facilitate deliveries to Osprey Village (looking for 3rd party contributions). Project will not proceed.	160,000	-					
Osprey Village Extension of Champlain - to Lot 9 (new 21-1)	Road extension to facilitate development. This project will be tied to the FH Development expansion and sewer expansion which is outside the 5 year timeframe.			700,000				
Enhancement Plan	Plan to inform where beautification should occur based on existing and expected development in Osprey Village. Where to place streetlights, benches, landscaping.	75,000						
Internet - Final Year of Connectivity Strategy	Per Council Internet Strategy - remaining areas include Molega Lake Lun Co.	249,000	-					
<i>Economic Development Department Subtotal</i>		<i>484,000</i>	<i>-</i>	<i>700,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Engineering, Public Works, Water &amp; Wastewater</b>								
Facility & Energy Assessment CES Building	Assessment for energy upgrades and safety/accessibility options.	50,000						
Engineering Dept Vehicle	Add another Engineering vehicle to reduce personal vehicle use	-		85,000				
WWTP Van & Truck replacements	To replace aging vehicles (2014 purchase year)		85,000	100,000				
EV Chargers at Mun. Bldg.	Add additional chargers to staff parking lot							250,000
Solar Panels - New Germany WWTP	Installation of 100KW system						200,000	
Solar Panels - Conquerall Bank WWTP	Installation of 10KW system, plus building addition to accommodate inverter	50,000						
Solar Panels - Cookville WWTP	Installation of 100KW system					300,000		
Solar Panels - CES Building	Future installation after building upgrades completed							250,000

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
EV Fleet Chargers	Install EV charges in the fleet parking lot at Municipal Services Building. Council's approval received: \$386,000. Spent \$151,000 by March 31. Carry over remaining balance required \$235,000	235,000						
Osprey Village Sidewalk Project - Design	Sidewalks, Curb and Gutter, Water Course Crossing, Stormwater Infrastructure, Traffic Signal Lights & Pedestrian Crossing, Lighting & Seating along Nathan Cirillo and Pine Grove Roads. External Funding: ICIP (\$1,814,204), MCGP (\$1,136,973), and AT Fund (\$504,000). Municipal Funding: (\$1,044,823)		250,000					
Osprey Village Sidewalk Project - Design				4,750,000				
Osprey Village Water Tower - Year 1 of 3 (Site Selection, Design & Site Prep)	Water Tower - funding 73% of \$2.9M, TOB MODL share 50% Total \$3.84M for tower and connections, design included	800,000	500,000					
Osprey Village Water Tower - Year 2 of 3 (Construction)				1,200,000				
Osprey Village Water Tower - Year 3 of 3 Completion					4,300,000			
WWTP Cookville Plant Expansion Year 1 of 3 (award tender & start construction)	Upgrades to support housing growth in Osprey Village.	4,000,000						
WWTP Cookville Plant Expansion - Year 2 of 3 (construction)	Grants received: ICIP \$6.67M; Sustainable Service Growth Fund(\$1.3M), MCGP (\$4.1M) Balance will be debt financing. Carry Over Remaining Money, Anticipated Expenditures 2024/25 \$1M, 2025/26 \$6.5M, 2026/27 \$17M for Total \$24.5M		6,500,000					
WWTP Cookville Plant Expansion - Year 3 of 3 (complete construction & deficiencies)					17,000,000			
WWTP Cookville Plant Expansion - Future Expansion	Future expansion to accommodate development.							20,000,000
WWTP Cookville I&I investigation	Carry over balance of project delayed due to equipment availability.	40,000						

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
Nathan Cirillo Pumpstation Backup Power - Year 1 of 2 (design & begin construction)	Provide on site generator to supply backup power during power outages, design in year 1, and construct in year 2.	100,000						
Nathan Cirillo Pumpstation Backup Power - Year 2 of 2 (completion)			140,000					
Municipal Services Building Warranty Repairs	HVAC (3rd party warranty \$400,000), Miscellaneous upgrades balance carry forward until complete.	250,000	50,000					
CES Building Re-Coating	Re-paint the building.			250,000				
Office reconfiguration	Create office space from existing storage room.	100,000						
J Class Roads (NSPW paving Partnership)	NSPW partnership to pave non-owned MODL roads. Carry over 2024/25 Request: Darby's Head Rd (0.45 km), St. Augustine Rd (0.13km), Riverside(0.1 km), Freeman(0.37 km), Riverview (0.18 km) & Church(0.25 km) Total 3.12km.	700,000	350,000	350,000	350,000	350,000	350,000	
Summer Road	Upgrade storm drainage; widen cul-de-sac; grade and gravel		65,000					
Homestead Estates Paving	Next priority municipal road upgrade.							1,300,000
Jessie Lane Upgrade	Next priority municipal road upgrade after Homestead Estates.							1,000,000
Billie Lane Upgrade	Cost share with developer.							400,000
Traffic Lights at Highway 10 and Allee Champlain Drive	Install traffic lights at intersection of Highway 10 & Allee Champlain Drive			500,000				

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
Centre School ESA Assessments	ESA Assessment, Implementation of remediation & demolition of building. 73% grant funding estimate. Project will not proceed without grant.	100,000						
Centre School Bldg. Demo & Soil Remediation			5,500,000					
Green Compost Carts - annual purchase	Annual purchase of Green Compost Carts.	60,000	60,000	60,000	60,000	60,000	60,000	
Indian Falls Stairs - Design	Design & construct new stairs to access river. Existing stairs were at end of life and removed. Pre-budget approval received Feb 27/24.	30,000						
Indian Falls Stairs - Installation		300,000						
Arthur Young Trail	Upgrade existing trail.	10,000						
MARC existing Trail Upgrade	Capital upgrades to existing trail (repairs & drainage enhancements).	30,000						
Wile's Lake Park - Garage Building - HAZMAT Removal & Demolition	Demolish and remove garage building (including identified HAZMAT's)			125,000				
Wile's Lake Park - Barn Demolition and Removal	Demolish vacant barn		35,000					
WWTP - Annual Large Pump Rebuilding/Replacement Program	Annual Large Pump Rebuilding/Replacement Program (\$15-25k/YEAR) 2025/26 NC PS and NG PS#1,2, or 5; 2026/27 HB PS#20 Pump 1; 2027/28 HB PS#20 Pump 2; 2028/29 HB PS#19 Pump 1 ;2029/30 HB PS#19 Pump 2; 2030/31 HB PS#18 Pump 1; 2031/32 HB PS#18 Pump 2. HB would only be done if we don't upgrade the stations as part of the larger capital project for \$6M.	15,000	25,000	15,000	15,000	15,000	15,000	-
WWTP Hebbville Pump Stns - Assess & Design	Replace entire system, including 3 pump stations, as per CBCL's 2022 study.			175,000				

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
WWTP Hebbville Pump Stns - Replacement	Replace entire system, including 3 pump stations, as per CBCL's 2022 study.				4,000,000			
Conquerall Bank - I&I Repairs	Address Inflow & infiltration recommendatins at Conquerall Bank System as recommended by the I&I Study.	50,000		30,000	50,000			95,000
Conq Bank - caustic soda system improvements	Expand existing building and install caustic soda system - 50% Provincial funding (estimate).	350,000		500,000				
Wastewater Treatment Options - Study - Conquerall Bank and New Germany	Study wastewater treatment options to the current treatment plants in Conquerall Bank and New Germany		125,000					
WWTP NG Inflow & Infiltration Mitigation	Council pre-approval received. Carry over Year 4 for future investigation if required.	900,000			40,000			
WWTP NG Plant Upgrades - Capacity Study	Estimate for capacity study, design and refurbishment of NG Treatment Plant.			150,000				
WWTP NG Plant Upgrades - Design	Estimate for capacity study, design and refurbishment of NG Treatment Plant.				225,000			
WWTP NG Plant Upgrades - Refurbishment	Estimate for capacity study, design and refurbishment of NG Treatment Plant.					6,000,000		
NG Pump Stations - Permanent Back-up Power	PS Priority #3, 4, 2, 5, 1, and 6			200,000	200,000	200,000	200,000	200,000
Annual Manhole Cover Repair/Replacement Program	Annual program to uncover and adjust to grade, repair/replace manhole covers to allow access for maintenance and monitoring of sewers.		20,000	20,000	20,000	20,000	20,000	
WWTP NG pH and Dissolved Oxygen (DO) Probe	Supply and install new pH probe and DO sensor to monitor and adjust treatment process to ensure regulatory compliance.		18,000					
<b>Engineering, Public Works, Water &amp; Wastewater Subtotal</b>		<b>8,170,000</b>	<b>13,723,000</b>	<b>25,510,000</b>	<b>9,260,000</b>	<b>6,945,000</b>	<b>845,000</b>	<b>23,495,000</b>

5 Year Capital Investment and Canada Community-Building Fund Plan		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
Project Description		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
<b>Planning &amp; Development Services</b>								
Bldg. Insp Vehicle Replacements (EV)	Estimate for 2 replacements per budget year indicated			120,000				
Green/Climate Change Projects (\$500k/yr. - less projects i.e. solar panels) Solar Garden taking this annually	Council - Climate Change Emergency Declared Est \$500,000/year. Sustainability Reserve to be created from unused Climate Change budget monies.							
Living Shoreline	Demonstration project (Coastal or inland shoreline)			500,000				
E-bikeshare Hub Pilot	Infrastructure for E-bike share based on feasibility study outcomes			80,000				
Battery Installation at Homes Pilot	Pilot project to install batteries in 40 homes with solar panels installed. It will help homeowners during power outages and reduce their daily electricity bills.			50,000				
Land Conservation Strategy	This project will identify and map all Environmentally Significant Areas (ESAs) in MODL, providing a strategic framework to protect valuable natural areas. It will also help procure land and attract external stakeholders and matching funding to meet the municipality's 20% protection target by 2030.		50,000					
Public Transit	Transit costs for route in Osprey Village. Gas Tax (CCBF) earmarked \$236,900 (2023/24) Carry over 2023/24 to 2025/26.		150,000					
E-permitting platform	Replace software permitting platform to facilitate e-permitting for expected growth in MODL. Carry-over of MIP grant \$91,250 (capital portion)	150,000	150,000					
Land Purchases - Conservation (from Sustainability reserve)	Sustainability reserves availability.	50,000	50,000	50,000	50,000	50,000	50,000	
<i>Planning &amp; Development Services Subtotal</i>		200,000	400,000	800,000	50,000	50,000	50,000	-

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
<b>Recreation, Parks &amp; Tourism</b>								
Parks Vehicle Replacements	Replace 2 used trucks			120,000				
MARC Facility Re-imagining	Public consultation, concept designs and Class D budgets to reimagine the MARC		80,000					10,000,000
Wiles Lake Park Reimagining	Public consultation, concept designs and Class D budgets to reimagine Wiles Lake Park		50,000					2,000,000
MARC Ballfield	Extend fencing on ballfields and reposition four dugouts		150,000					
Wayfinding (Directional/Visual Signage to MODL Assets) * Multi-year project to install signage at municipal parks & trails	AN RFP was awarded. Anticipated to be completed by end of fiscal. Due to delays getting art designs and stamped engineered plans from the contractor and cold weather funds need to be carried over with completion now expected in early May 2025.	425,000	340,000	-				
Internal Park Wayfinding Strategy & installation	To develop an internal park wayfinding strategy that aligns with the current Wayfinding Strategy and Design.		25,000	50,000	50,000	50,000	50,000	
Hillside Cemetery Monument	To install a monument so family can choose to install a family member(s) name to the monument.		150,000					
<b>Rec Assets Accessibility Audit &amp; Implementation</b>	Placeholder based on completed accessibility audits. Projects for accessibility at the 5 assessed parks will move forward over future years.	260,000		200,000	200,000	200,000	200,000	400,000
Hirtle's Beach Park Replace existing washrooms	Replace with accessible vault washrooms and small change room			250,000				
Mush-a-Mush vault washroom facilities	Consultation in 2026-27. Construction of an accessible vault washroom facility in 2027-28.	190,000		50,000	350,000			
Miller Point Peace Park	\$150,000 Provincial grant received for Miller Park accessible trails, pending \$20,000 accessibility funding for accessible canoe/kayak boat launch		478,000					

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
<b>Park Standards Upgrades - placeholder</b>	Upgrades to parks as identified in the Parks and Open Space Standards document and in response to the park, trail and open space survey conducted in summer 2023. This will be based on direction from Council.	-		100,000	100,000	100,000	100,000	
Park Bench, picnic tables & bollards Installations	Concrete pads & installation for park benches, picnic tables and entrance bollards.	90,000						
Indian Falls Park Accessibility upgrades	Grassy area and look off (as you enter the park) to be made accessible by creating accessible pathways (\$50,000), a trail upgrade to be fully accessible (\$50,000) and accessible vault toilets (\$250,000).		350,000					
MARC Playground Accessible Expansion	Will be determined after Re-imagining the MARC							
Oakland Conservation Area Improvements	Install stairs and handrail on path to beach to improve safety of users accessing the water and clear undergrowth between road and parking lot to improve visibility.	35,000						
Recreation Truck - Tourism & Events	Purchase a Truck to provide mobile VIC Services and other recreation services.		85,000					
Annual contribution to Trail Groups	Annual budgeted grant to local Trail associations (\$531/km in 2023/24, \$584/km in 2024/25 then 10% annual increase thereafter ) for ongoing trail capital requirements. Central Nova has been added as they now look after 4 kms.	74,836	82,300	90,500	99,600	109,600	120,500	
Art on the Trail/in the Parks	Continuation of art installations on MODL trails/parks in consultation with stakeholders. The amount budgeted includes carrying over \$30,000 from the 2024-2025 budget.	30,000	50,000	24,000	26,000	25,000	30,000	
Land Purchases - Open Space (from Open Space reserve)	Open Space reserves availability.	50,000	50,000	50,000	50,000	50,000	50,000	
Park Roads - Miller Point	Upgrades to existing road for easier future maintenance.			90,000				
Park Roads - Mush A Mush	Upgrades to park roads needed.			90,000				
River Ridge Parking Upgrades	Construct additional parking lot. Signage will be moved.							140,000

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
Sawpit Park	Implementation of the Sawpit Wharf Park Concept Plan. The next phase is to complete engineered designs.	38,700	200,000	1,000,000	2,000,000	1,000,000		
Sherbrooke Lake Park	Reserves available \$200,000.					-		200,000
Wharf Assessment/Upgrades - Rose Bay	Wharf assessment completed in 2023 and required every 3 years.			15,000				
Wharf Assessment/Upgrades - Sawpit	Wharf assessment completed in 2023 and required every 3 years.			15,000				
Firebrook Falls	Placeholder - Trail & other upgrades to be determined.							
Pickleball Courts	Construction of outdoor pickleball courts in collaboration with the Pickleball Club. An \$800,000 Operating reserve was created as a placeholder.		600,000					
AT Paved Shoulders	Carry over approval for Martin's River Paved Shoulders \$870,000	870,000	-	-	-	-	-	
AT Plan - implementation (projects coming out of AT Plan)	Develop AT Plan for Osprey Village - 100% funded up to \$50,000. Implementation of the Plan to begin 2024-2025.	-		100,000	100,000	100,000	100,000	
Para-sport equipment - wheelchairs & storage trailer	Grant received to purchase 6 wheelchairs and a storage trailer in the amount of \$45,549. MODL cost \$1,500.	47,000						
E Bike Feasibility Study & Implementation	Expand the current MODL equipment loan program to include bicycles & e-bikes. Cost includes bikes, helmets, bike rack & storage containers. Connect 2 & rebates 75% funding \$31,000.	41,000	41,000					
<b>Recreation, Parks &amp; Tourism Subtotal</b>		<b>2,151,536</b>	<b>2,731,300</b>	<b>2,244,500</b>	<b>2,975,600</b>	<b>1,634,600</b>	<b>650,500</b>	<b>12,740,000</b>
<b>TOTAL PROJECT COST</b>		<b>\$ 11,535,536</b>	<b>\$ 18,355,100</b>	<b>\$ 29,254,500</b>	<b>\$ 12,285,600</b>	<b>\$ 8,629,600</b>	<b>\$ 1,545,500</b>	<b>\$ 36,235,000</b>

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>		Current	Year 1	Year 2	Year 3	Year 4	Year 5	Future Years
<b>Project Description</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
<b>Funding</b>		2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	-
<i>Depreciation Reserve (asset replacement)</i>		795,000	1,049,775	2,504,203	1,505,000	3,280,000	280,000	
<i>General Operating Reserve (Solar Garden payback \$1.5M Year 2)</i>		3,167,918	4,890,600	3,174,920	2,976,695	300,000	-	
<i>Climate/Sustainability Reserve</i>		100,000	100,000	50,000	50,000	50,000	50,000	
<i>Sewer Reserve</i>		406,800	290,000	532,500	105,000	15,000	215,000	
<i>Open Space Reserve</i>		50,000	50,000	150,000	50,000	150,000	150,000	
<i>SNSMR</i>		30,000	10,800	-	-	-	-	
<b>Subtotal Municipal Cost of Projects</b>		4,549,718	6,391,175	6,411,623	4,686,695	3,795,000	695,000	
<i>Potential Borrowing (Waste Water Treatment)</i>		-	-	8,000,000	-	3,000,000	-	
<b>Subtotal Debt Financing</b>		-	-	8,000,000	-	3,000,000	-	-
<i>Canada Community-Building Fund (CCBF)</i>		1,158,036	1,780,300	1,527,800	1,492,200	1,167,900	850,500	
<i>Grants</i>		4,971,114	10,183,625	13,155,057	4,580,010	666,700	-	
<i>Other - 3rd party contributions</i>		856,668	-	160,020	1,526,695	-	-	
<b>Total Funding</b>		\$ 11,535,536	\$ 18,355,100	\$ 29,254,500	\$ 12,285,600	\$ 8,629,600	\$ 1,545,500	