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Municipal Council Meeting Agenda

Tuesday, June 24, 2025 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda (as circulated)**
- 5. Approval of Minutes - June 10, 2025 Public Hearing re Development Agreement
June 10, 2025 Public Hearing re Osprey Village Planning**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs**
 - 7.1 Award of RFP 2025-01-402 Sawpit Wharf Park – Design, Construction
and Contract Administration Services 1-4
 - 7.2 Award of RFQ 2024-01-307 Municipal App 5-7
 - 7.3 Award of RFQ 2024-01-306 Mobile AV Services..... 8-10
- 8. Presentations/Scheduled Times - Nil**
- 9. Consideration of Correspondence - Nil**
- 10. Recommendations from Committees & Boards**
 - 10.1 Policy & Strategy Committee 11**
 - 10.1.1 Uranium Exploration in LaHave Watershed 12-30
 - 10.1.2 Food Hub Feasibility Study..... 31-34
 - 10.1.3 Amendments to Policy 043 Community Grants Program & Sponsorship Request.. 35-43
 - 10.2 Dangerous & Unsightly Committee 44**
 - 10.2.1 Unsightly Premise Cleanup – 447 Llewellyn Road, Middlewood 45-56
 - 10.2.2 Unsightly Premise Cleanup – 59 Big Lots Road, Big Lots 57-60
 - 10.2.3 Dangerous Premise Demolition – 586 Woodstock Road, Clearland 61-66
 - 10.2.4 Review of Policy 007 Dangerous & Unsightly Property

- 11. Staff Reports**
- 11.1 Engineering Department**
- 11.1.1 Washroom Options - Parks & Open Spaces..... 67-73
- 11.1.2 Conquerall Bank Wastewater Collection System – Inflow & Infiltration
Project Update 74-75
- 11.2 Finance Department**
- 11.2.1 2024-2025 Proposed Capital Funding & 4th Quarter Capital Variance..... 76-83
- 12. Mayor’s/Deputy Mayor’s/Councillors’ Matters**
- 12.1 LCLC Update
- 12.3 Deputy Mayor’s Update
- 12.4 Mayor’s Update
- 13. Added Items**
- 14. In Camera**
- 14.1 Contract Negotiations under Section 22(2)(e) of the MGA
- 15. Adjournment**

Council
Item 7.1
Date: June 24, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor and Council

Submitted by: Maria Butts, PMP, Project Manager

Date: June 24, 2025

Re: Award of RFP 2025-01-402 Sawpit Wharf Park – Design, Construction and Contract Administration Services

Recommendation

That Council authorize staff to award RFP 2025-01-402 Sawpit Wharf Park – Design, Construction and Contract Administration Services to EXP Services Inc. in the amount of \$489,642.00, excluding HST.

Executive summary

N/A

Background

In 2024, MODL secured Mills & Wright Landscape Architecture to carry out community consultation and prepare a Community Plan with options for the Sawpit Wharf Park development. Of the available options, the “Overall Concept Plan” was selected for implementation. The Request for Proposal (RFP) was issued to secure an engineering design firm to provide detailed design based on the overall concept plan presented by Mills & Wright. In addition, the selected firm will prepare the tender package for Sawpit Wharf Park once an Issued for Tender submission is finalized and oversee site works should a construction Tender be awarded.

Discussion

RFP 2025-01-402 was issued on May 22, 2025, and closed on June 12, 2025, at 2:00pm local time. Four (4) Proposals were received and accepted by the deadline. The received and accepted Proposals are summarized in the table below:

Proponent	Met All Submission Requirements	Total Estimated Price (excl. HST)
CBCL Limited	Yes	\$ 643,496.80
DesignPoint Engineering and Surveying Ltd.	Yes	\$ 572,620.65
EXP Services Inc.	Yes	\$ 489,642.00
Stantec Consulting Ltd.	Yes	\$ 548,058.00

The RFP was evaluated by a staff committee using the parameters below:

Criteria/Element	
Technical Proposal	Value
Section 1 - Understanding of the Project	20%
Section 2 - Proposed Work Schedule	20%
Section 3 - Methodology	20%
Section 4 - Project Team and References	20%
Cost Proposal	20%
Total	100%

As noted in the following table, of the four Proposals submitted, EXP Services Inc. received the highest overall ranking and has been identified as the Proponent that will provide best value to the Municipality for the services identified in the RFP.

Proponent	Cost Proposal (excl HST)	Technical Score	Financial Score	Total Score	Overall Rank
CBCL Limited	\$ 643,496.80	71	15	86	4
DesignPoint Engineering and Surveying Ltd.	\$ 572,620.65	70	17	87	3
EXP	\$ 489,642.00	73	20	93	1
Stantec	\$ 548,058.00	70	18	88	2

Strategic Focus

The development of Sawpit Wharf Park aligns with Council's Strategic Priority of Quality of Life, Affordability and Social Inclusion.

Budget/Financial Implications

Allowance for the cost of this project has been included in the approved 2025-2026 Capital Budget with allocated funding of \$200,000. EXP Services Inc. costs associated with the 2025/26 portion of the contract for design and tender services total \$194,080, excluding HST.

Climate Change/sustainability

Environmental changes driven by the effects of global warming will be factored in the design process. Design decisions will be made to ensure sustainability of the features in the park given the threat of rising sea levels and increased surface water drainage volumes resulting from more intense rainwater events.

Inclusion Diversity equity and Accessibility (IDEA@MODL)

The Sawpit Wharf Park project will be designed and constructed in conjunction with and adhering to the Nova Scotia Built Environment Accessibility Standard Regulations and Accessible Design for the Built Environment CSA/ASC B651:23. The project includes accessible parking, boat launch, furnishings, vault washrooms and barrier free paths to connect features and amenities.

Strategic Communications

n/a

Work plan

The Engineering & Public Works Department intends to have the design for Sawpit Wharf Park complete in 2025/2026 to enable tendering in 2026. This will facilitate an early start to construction in 2026.

Alternatives

Council could not award the RFP to EXP Services Inc., the highest-ranking proponent, and award to an alternate. This decision would result in higher costs for the design, tender and contract administration services. By proceeding with an alternate Proponent, the costs specific to the design and tender portion of the contract for 2025/26 would be over the allocated Capital Budget for this fiscal year.

Conclusion

Awarding the RFP to EXP Services Inc. will enable MODL to work towards having a design package ready to tender in 2026 for the development of Sawpit Wharf Park and ensure a high-quality product is constructed in accordance with applicable standards and regulations.

Report Preparation	
Department	Engineering & Public Works
Report Prepared by	Maria Butts, PMP, Project Manager
Report Approved by	Project Management Committee
Date Reviewed by C.A.O.	



Council
Item 7.2
Date: June 24, 2025
Authorization: T. MacEwan

The Municipality of the District of Lunenburg

Request for Decision

Report to: Finance Committee
Submitted by: Sarah Kucharski, Manager, Communications & Public Engagement
Date: June 24, 2025
Re: Award of 2024-01-307 RFQ Municipal App

Recommendation

That Council award **RFQ 2024-01-307 Municipal App** to 14 Oranges Software Inc. for the sum of \$9,500 plus HST for set up, and up to \$13,350 plus HST for subsequent licensing and support.

Background

The Municipality of the District of Lunenburg requested quotations from qualified vendors for the purchase, implementation, and support of a self-managed mobile application that enhances engagement with residents. The app must enable MODL staff to independently add and update content through an intuitive backend management system. The software solution must be pre-developed and have been successfully in use by Canadian municipalities for a minimum of two years.

The RFQ requested individual event Each quotation must include a fixed-price proposal, covering all costs associated with app development, deployment, hosting, maintenance, training, and a proposal for ongoing support.

The scope of work includes, but is not limited to:

1. Custom mobile application development for both iOS and Android platforms.
2. User-friendly content management system allowing MODL staff to independently update:
 - a. News, public notices, and emergency alerts.
 - b. Community events and municipal services.

- c. Contact information and frequently asked questions.
3. Push notification functionality for real-time updates.
4. Integration with existing municipal platforms (e.g., website, social media), or automated workflows to push updates to web and app.
5. Resident engagement features, such as surveys, feedback forms, or service request submissions.
6. Ability to see usage metrics.
7. Secure, Canadian, cloud-based hosting with data protection measures in compliance with applicable privacy regulations.
8. Initial staff training and ongoing technical support.

One bid was received by the closing date, from 14 Oranges Software Inc., in Vancouver. The licensing and support fee ranges from \$6,050 to \$13,350 per subsequent year. Depending on the support level we determine is required after the first year, we expect to see an annual fee in the \$6,050 range.

Strategic Focus

Implementing a municipal app was identified as an action under the **Communication and Engagement Strategic Priority**, under municipal app development.

Budget/Financial Implications

Funds for a municipal app have been included as part of the 2025/26 Operating Budget.

Climate Change/sustainability

Not applicable.

Inclusion, Diversity, Equity and Accessibility (IDEA@MODL)

Having a municipal app will provide yet another way for residents from various equity-seeking groups to receive communication from the municipality in a manner that works for them.

Strategic Communications

We will promote the app through our regular communication channels, including Facebook, modl.ca, Municipal Matters, District of Lunenburg Digest, CKBW and the South Shore Bulletin.

Work plan

This work is captured in the existing departmental workplan.

Alternatives

Council could elect not to develop a municipal app.

Report Preparation	
Department	Administration
Report Prepared by	Sarah Kucharski
Report Approved by	Alex Dumaresq
Date Reviewed by C.A.O.	



The Municipality of the District of Lunenburg

Request for Decision

Report to: Finance Committee
Submitted by: Sarah Kucharski, Manager, Communications & Public Engagement
Date: June 24, 2025
Re: Award of RFQ 2024-01-306 Mobile AV Services

Recommendation

That Council award **RFQ 2024-01-306 Mobile AV Services** to Advanced Systems for the sum of \$5,506.20 including net HST for audio and visual equipment and streaming services for each mobile Council in the Community meeting within the District of Lunenburg.

Background

The Municipality of the District of Lunenburg requested quotations from audio visual contractors to supply and operate audio and visual equipment and streaming services for mobile Council meetings three to five times a year.

The RFQ requested individual event pricing for audio and visual equipment and streaming services for the period starting June 2025 to November 2028. Each quotation was required to include all costs, including but not limited to transportation, mileage, staff, equipment rental, streaming services to the municipal YouTube channel, tear down.

The scope of work included:

1. Audio and visual equipment for holding Council in the Community meetings, between three and five a year, throughout various community halls within the District of Lunenburg, in the evening.
 - a. Individual condenser podium microphones with local mute switch for each of the 15 dais positions and one podium position.
 - b. Projector, screen, and laptop. Presentations will be managed through a laptop on podium desk and must display to the screen and the livestream. Please make

- a recommendation on screen size and resolution appropriate for a fire hall or community room venue. Laptop must have PowerPoint installed.
- c. Controller/mixer equipment for all mics and computer audio.
- d. Power and signaling cabling - Provide any/all cabling for AV equipment. Mics, speakers, projector, etc.
- e. Live video streaming of the event hosted via our Municipal YouTube page.
- f. All set up, operation, troubleshooting, and tear down.
- g. Advice on sufficient Wi-Fi requirement for venue selection.
- h. On-site staff dressed in business casual or business attire.

One bid was received by the closing date, from Advanced Systems in Halifax. A second bid from a Middle Sackville company was received the day after the closing date, and was not considered.

Strategic Focus

Holding regular Council meetings in the community was identified as an action under the **Communication and Engagement Strategic Priority**, under enhanced civic engagement at Council.

Budget/Financial Implications

Funds for Council in the Community AV Services have been included as part of the 2025/26 Operating Budget.

Climate Change/Sustainability

Not applicable.

Inclusion, Diversity, Equity and Accessibility (IDEA@MODL)

A/V is a critical component to keep accessibility when we do the Council in the Community so that people can remotely watch the meeting, and everyone in attendance can hear what's being said clearly in the room and online.

Strategic Communications

We will promote Council in the Community meetings through our regular communication channels, including Facebook, modl.ca, Municipal Matters, District of Lunenburg Digest, CKBW and the South Shore Bulletin.

Work plan

This work is captured in the existing departmental workplan.

Alternatives

Council could elect not to pursue Council in the Community meetings.

Report Preparation	
Department	Administration
Report Prepared by	Sarah Kucharski
Report Approved by	Alex Dumaresq
Date Reviewed by C.A.O.	



Memorandum

To: Her Worship, Mayor McLean-Wile, and Councillors

From: Chairperson and Members of the Policy & Strategy Committee

Date: June 17, 2025

Re: Recommendations to Council

The Policy & Strategy Committee, in session on Tuesday, June 17, 2025, made the following recommendations to Council:

1. “that Municipal Council write a letter to the Premier of Nova Scotia and the Minister of Natural Resources requesting the Province reinstate the moratorium and undertake robust public engagement on whether to proceed with uranium exploration after publicly sharing a risk assessment and cost-benefit analysis”.
2. “that Municipal Council not pursue the opportunity of a Food Hub in the District of Lunenburg”.
3. “that Municipal Council amend Policy 043, Community Grants Program & Sponsorship Request, as presented, and give seven days’ notice of Council’s intention to amend on June 24, 2025”.

Respectfully submitted,
Chairperson & Members

Council
Item 10.1.1
Date: June 24, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Policy and Strategy Committee

Submitted by: Xinyuan Wu, Policy Analyst
Jonathan Bertram, Policy Analyst
Abhi Jain, Manager of Climate Change and Sustainability
Alex Dumaresq, Deputy CAO

Date: June 17, 2025

Re: Discussion on Uranium Exploration in the LaHave Watershed

RECOMMENDATION

That Municipal Council write a letter to the Premier of Nova Scotia and the Minister of Natural Resources, requesting the Province undertake robust public engagement on whether to proceed with uranium exploration after publicly sharing a risk assessment and a cost-benefit analysis.

EXECUTIVE SUMMARY

On March 26, 2025, the Province of Nova Scotia repealed its longstanding ban on uranium exploration. Within days, a Request for Proposals (RFP) was issued for uranium exploration in three previously identified sites, including one in East Dalhousie, near the headwaters of the LaHave River watershed and just outside the boundaries of the Municipality of the District of Lunenburg (MODL). MODL is not the regulator for such activities; however, the proposed site is within a sensitive watershed where more than 4,500 residents depend on private wells for drinking water. On June 10, 2025 Council passed a motion to request that the Province pause the RFP process for exploration of uranium in East Dalhousie to allow for sufficient time for meaningful consultation with First Nations and the public.

This report provides a review of the exploration proposal, outlines the provincial and federal regulatory frameworks for uranium mining, highlights key public health and environmental risks, and identifies options available to Council. It draws on national research, Canadian precedents, and insights from Nova Scotia Health, Coastal Action, and Health Canada.

While the provincial RFP requires a general Environmental Management Plan, it does not mandate site-specific hydrogeological studies or long-term groundwater monitoring during exploration. Given MODL's proximity to the proposed site and the vulnerability of its water supply, Council may wish to advocate for stronger precautionary measures, and a more transparent risk-benefit justification from the Province. Public health risks from radon exposure, challenges with uranium tailings containment, and Nova Scotia's wet climate raise legitimate concerns that warrant attention from both the public and decision-makers.

BACKGROUND

History of Uranium Mining and Moratorium in Nova Scotia

Nova Scotia has a history of intermittent uranium exploration dating back to the mid-20th century. Interest surged in the late 1970s following a federal geological survey that identified the province as having significant uranium potential. At the time, global interest in nuclear energy—particularly in Europe—drove corporate exploration activity to record levels.

In response to this rapid increase, a broad coalition of residents, scientists, medical professionals, and environmental advocates raised concerns about the health and ecological impacts of uranium development. The Province responded by imposing a moratorium on uranium exploration and commissioning a public inquiry to assess potential risks and gather public input.

The inquiry heard extensive testimony, consulted with experts, and considered options for how to govern uranium exploration and mining processes. Public sentiment was largely opposed to uranium mining, and health experts voiced strong concerns about the risks of radioactive exposure and long-term environmental harm. The inquiry culminated in a final report written by R. J. McCleave summarizing the process and making recommendations to the Province. While McCleave's final report did not recommend a full ban, the concerns raised by the public and experts were sufficient for the Province to continue the moratorium.

The matter resurfaced in the late 2000s, when the Province began reconsidering the issue. On May 15, 2008, the Municipality of the District of Lunenburg (MODL) passed a motion expressing its support for maintaining the moratorium. This local stance aligned with broader provincial momentum, culminating in the passage of legislation that formally banned uranium exploration

and mining. The Uranium Exploration and Mining Prohibition Act received Royal Assent on November 5, 2009, codifying the ban into law. That legislative ban remained in effect until its repeal on March 26, 2025.

Nova Scotia's Rationale for Renewed Uranium Exploration

The Province's decision to repeal the uranium ban stems from two primary objectives: economic development and energy transition.

First, lifting the prohibition opens the door to renewed economic activity. The Province anticipates that exploration could lead to future mining opportunities, supporting job creation and resource-sector investment in rural communities. This aligns with broader efforts to attract investment under Nova Scotia's Critical Minerals Strategy.

Second, uranium is viewed as a key component in Canada's clean energy transition. Its primary use—in fueling nuclear reactors—offers a non-carbon-emitting alternative to fossil fuels. The Province has positioned uranium as a strategic mineral that could support domestic energy security, reduce reliance on international supply chains, and increase national mineral exports.

In May 2025, uranium was formally added to Nova Scotia's list of critical minerals, alongside high-purity silica, silver, and tellurium. While uranium had not been included in the 2023 version of the Critical Minerals Strategy, its addition in 2025 marked a significant policy shift. The Province is now actively promoting the re-evaluation of previously explored uranium occurrences, particularly those identified before the 1981 moratorium and 2009 ban.

Modern Methods of Uranium Mining

There are two principal methods used in modern uranium extraction:

1. Conventional Mining

This includes open-pit, strip, or underground mining methods. Conventional mining involves physically excavating uranium-bearing rock, which is then crushed and chemically processed to extract uranium. This method is used where deposits are concentrated and accessible, but it is land-intensive and produces large volumes of radioactive tailings that must be managed long-term.

2. In-Situ Leaching (ISL) or Solution Mining

ISL has become the dominant extraction technique in recent decades, particularly in areas with porous sandstone geology. It involves drilling wells into uranium-bearing aquifers, injecting a chemical solution to dissolve the uranium in place, and pumping the

solution back to the surface for processing. While less disruptive on the surface, ISL carries risks of groundwater contamination, especially if the surrounding geology is fractured or not properly contained.

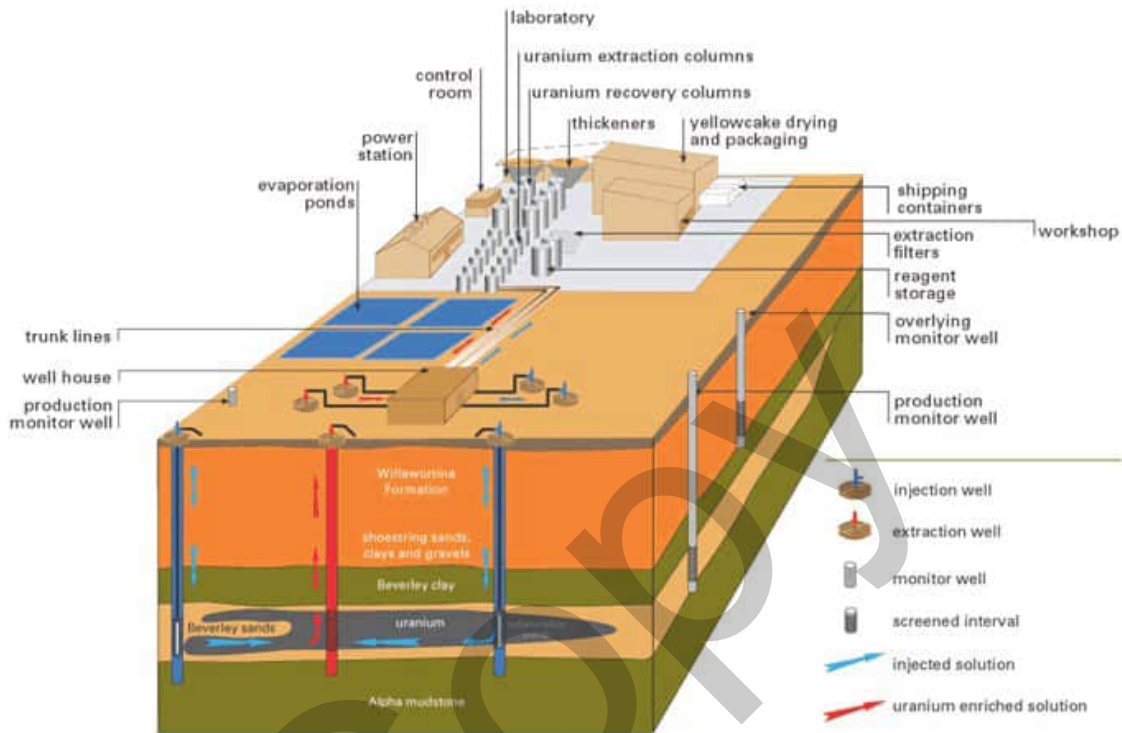


Figure 1: General layout of the Beverley ISL uranium mine in Australia. (Source: Heathgate Resources, 1998)

Location of Exploration Sites

Following the repeal of the ban on March 26, 2025, the Department of Natural Resources and Renewables (DNRR) issued Request for Proposals (RFP #57089) to explore uranium in three areas previously identified as having geological potential:

- East Dalhousie, Annapolis County**
Originally explored by Esso Minerals in the late 1970s, this site lies within granitic rock formations near Cherryfield Road. Of 52 historic drill holes, 27 intersected uranium concentrations exceeding the 100-ppm economic threshold. However, the site was considered uneconomic at the time and abandoned in 1979.
- Lower Vaughan (Millet Brook), Hants County**
This is Nova Scotia’s most significant known uranium deposit. It consists of three primary mineralized zones, with nearly all historical drill holes exceeding the 100-ppm

threshold. Extensive trenching and drilling were completed prior to the 1981 moratorium, and many additional occurrences have been documented in the area.

- **Louisville, Pictou County**

Located approximately 3 km west of River John, this deposit lies within sedimentary rock formations of the Pictou Group. Lacana Mining Corporation drilled 20 holes in the late 1970s, intersecting uranium in 9 holes. Although the concentrations were relatively low (100–200 ppm), the site is believed to have potential for larger-scale extraction based on overall tonnage.

These three areas were prioritized due to their historic exploration records and alignment with the province’s critical minerals strategy. All three lie within regions of ecological and hydrological significance, raising important questions about land use compatibility, watershed protection, and long-term public health safeguards.

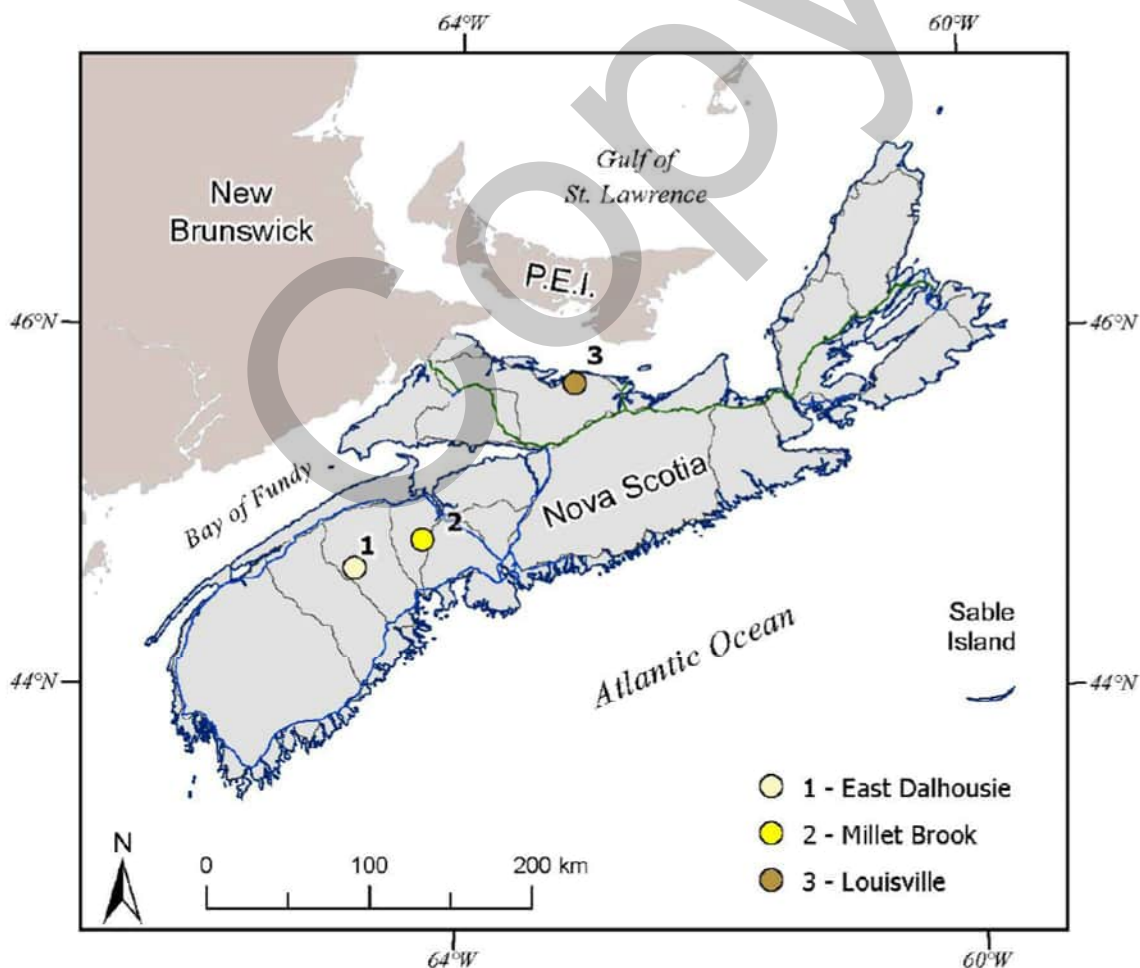


Figure 2: Nova Scotia map showing proposed Uranium exploration sites

Authority for Regulating Uranium Mining

Exploration vs. Mining

Regulatory responsibility for uranium development in Canada is split between the provincial and federal governments, depending on the stage of activity. Mineral exploration is regulated solely by the Province of Nova Scotia, while uranium mining and milling are federally regulated due to the radioactive nature of the material and associated health and safety concerns.

Exploration is considered a preliminary, low-impact phase focused on locating and evaluating mineral deposits. It typically involves activities like geological mapping, sampling, and test drilling. Mining, by contrast, involves the large-scale extraction and processing of ore and is subject to more stringent regulations.

The Request for Proposals (RFP #57089) issued by the Province on May 14, 2025, is limited to uranium exploration. It outlines the criteria for evaluating proposals and offers successful proponents the opportunity to receive an exploration license. It does not authorize mining. Any future mining project would need to undergo a separate federal licensing process administered by the Canadian Nuclear Safety Commission (CNSC).

Provincial Process

Mineral exploration in Nova Scotia is governed by the Mineral Resources Act. To obtain an exploration license, applicants must be registered as licensed prospectors and submit a detailed application to the Nova Scotia Registrar General. Licenses are valid for two years and may be renewed if the holder remains in good standing. The license grants the right to undertake low-impact exploration activities, provided the prospector secures land access either through the Department of Natural Resources (for Crown land) or via independent agreement with private landowners.

Additional permits are required for drilling and aerial surveys. These are intended to supplement the exploration license, not replace it. Agreements with private landowners often include conditions regarding site access, environmental protection, and remediation.

Engagement and Consultation under Provincial Oversight

Public engagement is formally mandated for mineral exploration; however, the specific nature of engagement is highly changeable. The Province encourages proponents to align the scale of their engagement with the nature and duration of their proposed activities. The current RFP emphasizes this expectation by assigning 30 percent of its evaluation score to community and Mi'kmaq engagement strategies.

The Department of Natural Resources has issued guidance suggesting that short-term or minimally disruptive activities may only require communication with landowners and the department. Larger-scale exploration efforts, particularly those involving drilling or multi-week site work, are expected to engage with a broader range of stakeholders. This may include municipal representatives, MLAs, local interest groups, Mi'kmaw communities, and the general public. The Mineral Resources Act states that stakeholder engagement must occur "in the prescribed manner," without a specific outline, providing flexibility but also reinforcing the need for meaningful outreach to foster trust and minimize opposition.

Federal Process

The Canadian Nuclear Safety Commission (CNSC) is responsible for regulating all uranium mining and milling operations in Canada. Before any site preparation, construction, operation, or decommissioning of a uranium facility can proceed, a company must obtain federal licenses for each stage of the project. These include licenses to prepare the site and construct, to operate, and to decommission.

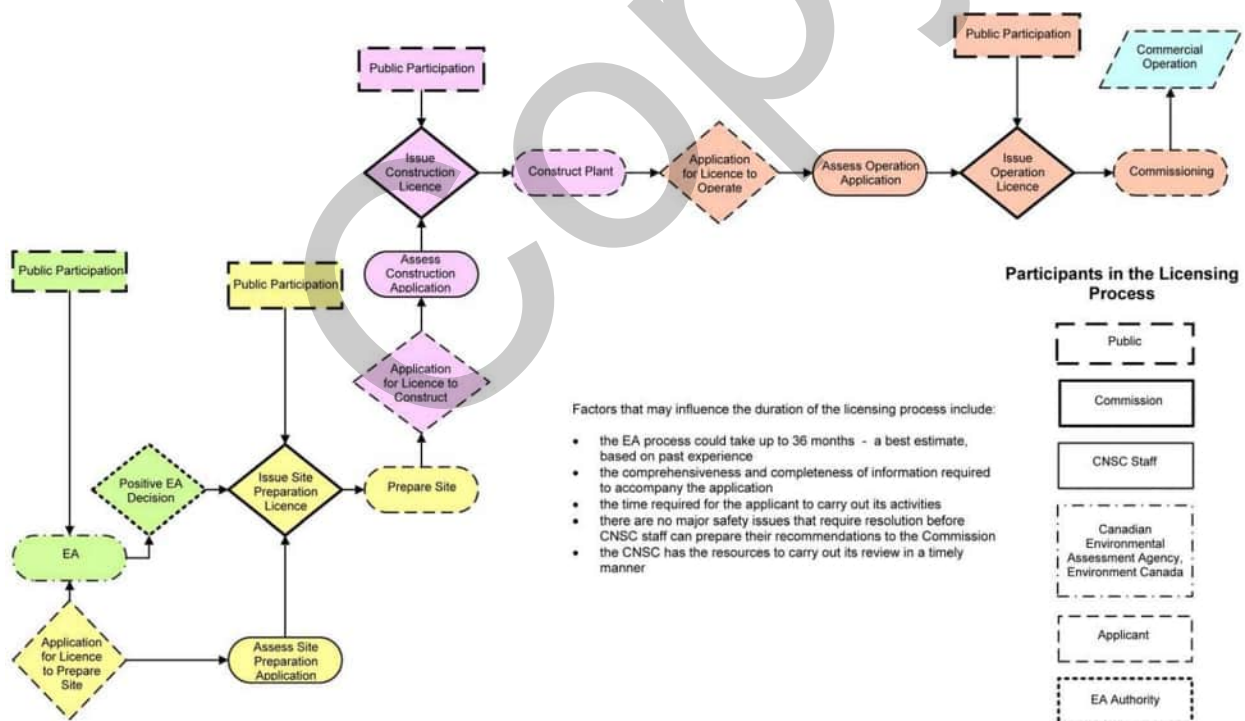


Figure 3: Licensing Process for a New Uranium mine or mill in Canada (Source: CNSC, 2007)

Environmental Assessment

Each stage of licensing is subject to public participation, environmental review, and technical evaluation. The CNSC licensing process follows the Uranium Mines and Mills Regulations and is typically initiated only after a detailed environmental assessment (EA) has been completed under the Canadian Environmental Assessment Act.

There are two tracks for environmental assessment: the screening track, used for smaller or modified projects, and the comprehensive study track, which is triggered by new uranium mines. The results of the comprehensive study are submitted to the Minister of Environment, who will determine whether the project is likely to cause significant environmental harm, taking into account proposed mitigation and follow-up measures. If no significant harm is anticipated, the licensing process proceeds.

To support timely decision-making, the CNSC has committed to completing environmental assessments within a 24-month period. Once the EA is complete, licensing applications require detailed information about the proposed mine's design, environmental protection measures, groundwater regime, and potential release of nuclear substances. Long-term monitoring, emergency response, and financial assurance for decommissioning are also assessed.

Decommissioning plans must be integrated from the outset and are updated as the project progresses. Closure and remediation require a separate license and environmental assessment to ensure that long-term risks are addressed, and the site is returned to a safe condition.

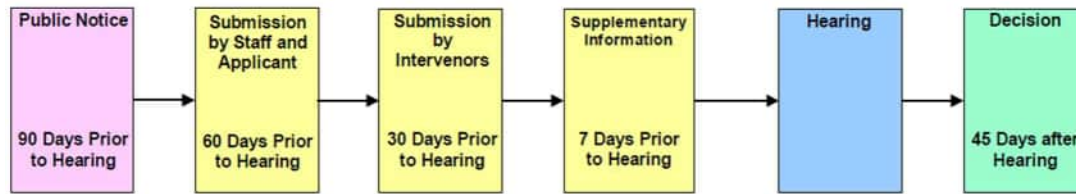
Public Involvement in the Licensing Process

During the environmental assessment, the public can review and comment on draft guidelines and technical studies. This includes commenting on draft Environmental Assessment Guidelines and the Comprehensive Study Report. Comprehensive studies and panel reviews also include provisions for funding to assist participants in preparing for and participating in the review.

Public hearings are held at key points in the licensing process, typically over two days within a ninety-day period, with public intervenor submissions taking place on the second hearing day. This includes opportunities for community members, Indigenous representatives, and other

stakeholders to submit written or oral comments.

One-Day Hearing (~ 5 Months)



Two-Day Hearing (~ 6 Months)

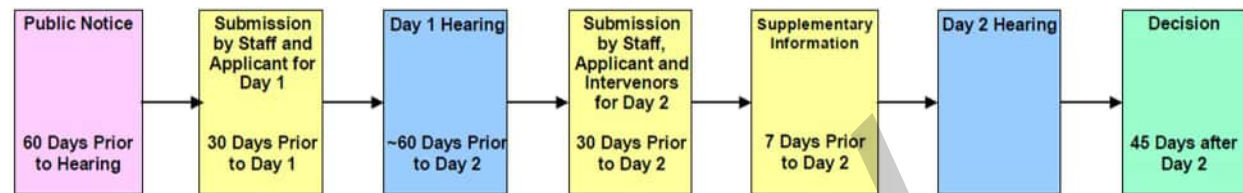


Figure 4: Timelines for One-Day and Two-Day Hearings. (Source: CNSC, 2007)

Provincial Critical Minerals Strategy & Uranium

Nova Scotia’s Critical Minerals Strategy is intended to support Canada’s transition to a clean energy economy, attract investment, and diversify the provincial economy. It outlines six strategic pillars: geoscience, regulatory review, opportunities with Mi’kmaw partners, opportunities for Nova Scotia, research and innovation, and public awareness.

The strategy is reviewed every two years and includes a list of critical minerals that meet specific criteria. These criteria include potential for discovery in Nova Scotia, contribution to climate goals such as achieving 80 percent renewable electricity by 2030 and net-zero emissions by 2050, global supply-demand imbalance, and strategic economic relevance.

Uranium was not originally included in the 2023 strategy due to the ongoing ban. However, following the repeal of the Uranium Exploration and Mining Prohibition Act in March 2025, the Province updated the strategy to add uranium to the Critical Minerals List. This decision was announced on May 14, 2025, alongside the inclusion of high-purity silica, silver, and tellurium.

The Province also issued a Request for Proposals seeking exploration activities in areas previously known to contain uranium. By positioning uranium as a critical mineral, the Province aims to align its economic development and energy strategy with broader national goals while also responding to concerns about global resource security.

While the strategy emphasizes regulatory oversight and responsible development, concerns remain about whether current frameworks adequately address the unique environmental and

public health risks associated with uranium, especially in regions with vulnerable groundwater and limited precedent for radioactive material handling.

Municipal Role in Uranium Discussion and Responses to Date

Municipalities play no role in the regulation or approval of uranium mining or exploration. Municipalities do have broad responsibilities to work to represent their communities and advocate on behalf of municipal interests. The Municipal government act states that one of the three primary purposes of municipalities is to “develop and maintain safe and viable communities (s. 9(c), Municipal Government Act)”. Various sections of the act also provide municipalities with power and responsibility for protecting the environment and drinking water.

The Province, in writing to municipalities and requesting support for the critical mineral strategy have acknowledged that municipalities have an important voice in the public arena and in the discussion around natural resources. Prior to the removal of the uranium exploration ban, the Province reached out to municipalities across Nova Scotia to seek support for its updated Critical Minerals Strategy and related exploration activities.

The District of Lunenburg chose to defer its response, seeking more time to consider the implications of uranium exploration and community concerns. The Nova Scotia Federation of Municipalities (NSFM) reviewed the Province’s request and facilitated a meeting of Mayors, Wardens, and CAOs on February 26, 2025. The meeting revealed general consensus around the value of a coordinated approach to resource development. Several municipalities responded, highlighting the need for stronger municipal representation in provincial resource policy decisions. In response, NSFM secured funding through the Department of Municipal Affairs and the Department of Environment and Climate Change to hire two new policy analysts focused on resource development and environmental sustainability. These staff are expected to begin work by mid-to-late June.

With the removal of the ban and the issuance of RFPs for exploration, more responses from municipalities and other groups have been made. These responses are summarized below

- **Other municipalities** Initial responses from other municipalities were of surprise, noting they lacked recent experience dealing with uranium-related policy. they emphasized the need for clarity, transparency, and assurance that any development will proceed safely and responsibly. Councils generally stated a preference to evaluate specific proposals on a case-by-case basis rather than offering blanket support for uranium extraction.

- **Pictou County** took more definitive action, voting to request a pause on the approval of uranium exploration licenses until adequate research and consultation can occur. It also initiated steps toward making the River John watershed a designated Protected Water Area. Annapolis County Council and the District of Lunenburg have now passed similar motions requesting a pause.
- **First Nations** responses have been critical. The Assembly of Nova Scotia Mi'kmaw Chiefs voiced opposition to the process by which Bill 6 was introduced, citing lack of consultation and infringement on treaty rights. While the Assembly does not oppose safe and responsible development outright, it has historically rejected both uranium mining and hydraulic fracturing. The Assembly indicated it may pursue a legal challenge and rejected the fast-tracking of exploration decisions without prior engagement on unceded and traditional Mi'kmaw territory.
- **The South Shore Chapter of the Council of Canadians** wrote to municipal council expressing concern and opposing uranium exploration and mining in Nova Scotia. Several more letters and in-person public input has been received by all of council in advance of the report writing, all of which has expressed concern and/or urged the municipality to oppose uranium mining and exploration.

Potential Impacts of Uranium Exploration and Mining in the LaHave Watershed

MODL's key concerns regarding uranium exploration center on potential threats to water security, environmental and public health risks, and gaps in regulatory oversight—particularly given the municipality's proximity to one of the proposed exploration sites.

1. Proximity to MODL Watersheds

The proposed uranium exploration site in East Dalhousie lies just outside MODL's boundaries, within the headwaters of the LaHave River watershed. This watershed flows through a significant portion of the Municipality and drains into the Atlantic Ocean. It is crucial to regional water security, with most of 4,500 households in the watershed relying on private wells for their drinking water.

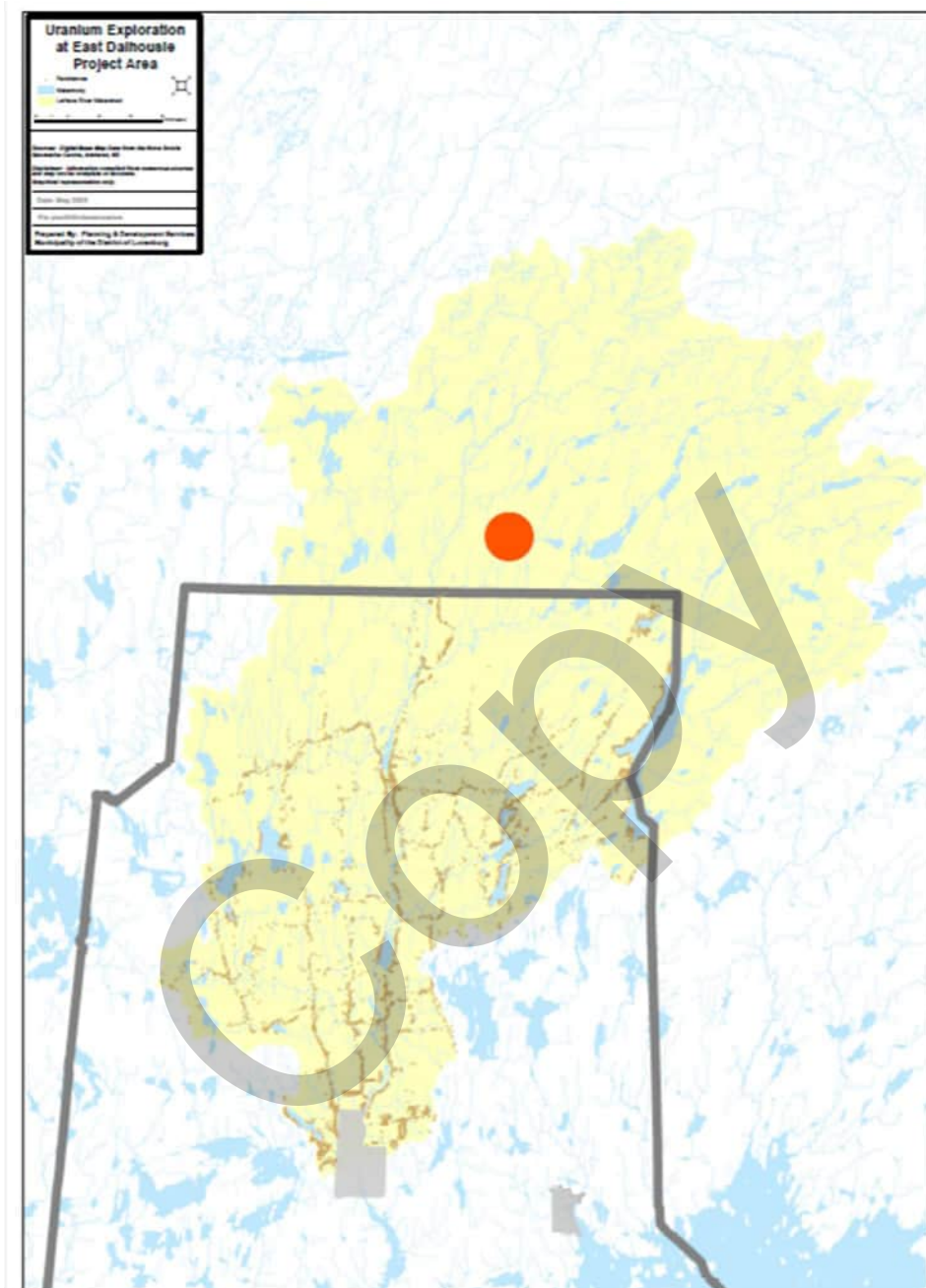


Figure 5: Map showing LaHave River Watershed with proposed East Dalhousie Uranium Exploration Site

The underlying geology of the region consists of fractured granite bedrock, creating complex and poorly mapped groundwater pathways. There is concern that exploratory drilling could disrupt these pathways and release contaminants, including radionuclides and heavy metals, which may migrate toward residential wells, lakes, or streams. These risks are magnified by the fact that the Province’s RFP does not require site-specific hydrogeological studies or groundwater risk assessments during the early exploration stage.

Although the RFP mandates the preparation of an Environmental Management Plan, this plan remains general in scope and does not guarantee meaningful groundwater analysis. As a result, early-stage exploration could introduce environmental hazards that are not adequately assessed or mitigated.

Baseline water quality monitoring programs are in place across both the LaHave and Petite Rivière watersheds. While these programs provide important long-term data, their limitations—discussed below—mean they may not detect site-specific contamination at an early stage.

2. Interconnected Watersheds and Water Quality Monitoring

The **LaHave River** and **Petite Rivière** are two distinct watersheds in Lunenburg County. Although they do not share surface water connections, their boundaries meet in areas like Newcombville, Wileville, and Chelsea. Due to the fractured nature of local bedrock, some degree of localized groundwater exchange between the two systems may be possible, though this interaction is not yet formally mapped or studied in detail.

Both watersheds are environmentally significant and support mixed land uses, including agriculture, forestry, recreation, and residential development. They are also the subject of long-standing water quality monitoring and restoration programs led by Coastal Action.

- **The LaHave River watershed** spans 1,668 square kilometres and extends approximately 97 kilometres from its headwaters at South Mountain to the Atlantic Ocean. Since 2007, the LaHave River Monitoring Program has collected monthly samples from 15 sites. Water quality is assessed using the Canadian Council of Ministers of the Environment (CCME) Water Quality Index (WQI), which tracks parameters such as dissolved oxygen, total suspended solids, nitrates, phosphorus, pH, iron, temperature, and bacterial indicators like fecal coliforms and enterococci. Although the WQI provides a useful overview of watershed health, it does not include key radionuclides or decay products such as uranium, radon, thorium, or polonium. This omission limits the program's ability to detect impacts related to radioactive contamination—especially in upland areas where exploration may occur near shallow private wells.
- **The Petite Rivière watershed**, covering 244 square kilometres, is entirely within Lunenburg County and serves as the source of drinking water for the Town of Bridgewater. It is also the sole habitat of the globally endangered Atlantic whitefish, which survives in three interconnected lakes: Hebb, Milipsigate, and Minamkeak. The

watershed is monitored by the Petite Rivière Watershed Program, established in 2010 and supported by the federal Habitat Stewardship Program. Eighteen freshwater sites are sampled using multi-parameter probes and laboratory analysis. Parameters include acidity (average pH of 5.6), total organic carbon, nutrients such as nitrogen and phosphorus, and metals including arsenic, lead, selenium, cadmium, and uranium. Sediment quality and biological indicators are also assessed.

Testing conducted at Milipsigate Lake in 2018 detected no measurable uranium in either water or sediment. However, this single data point is not sufficient to determine current risk levels near active or proposed exploration areas. Unless radionuclide-related parameters are measured frequently and at sites adjacent to exploration zones, localized contamination may go undetected.

While both monitoring programs adhere to national standards and reflect best practices for watershed-scale assessment, they are not optimized for detecting localized or groundwater-based pollution associated with uranium exploration. Early signs of contamination—particularly those affecting individual wells—may only become visible with targeted sampling at higher frequency and closer proximity to drilling activities.

3. Environmental and Public Health Risks

Uranium exploration can result in significant environmental and health concerns even before mining begins. Exploratory drilling activities may release radon gas, a radioactive carcinogen and the leading cause of lung cancer among non-smokers in Canada. Health Canada attributes over 3,000 radon-related lung cancer deaths annually.

Drill holes may also intersect fractured aquifers, creating pathways for contaminants to enter groundwater systems. In rural areas like MODL, where many residents rely on shallow wells with limited treatment capacity, this presents a meaningful risk. Yet provincial regulations do not mandate hydrogeological studies at the exploration stage, nor do they require long-term groundwater monitoring after drilling is complete.

Disturbances associated with site access, road building, and drilling pads can also damage wetlands, increase erosion, and cause sediment or chemical runoff into nearby streams or lakes. Because municipalities are not formally engaged in the exploration permitting process, they may have limited ability to respond to these site-level impacts.

Should exploration lead to active mining, the risks increase substantially. Uranium tailings retain most of the original ore's radioactivity—including radium-226, thorium-230, and polonium-210—and remain hazardous for millennia. These substances can leach into water or be

dispersed as dust, especially in high-precipitation regions like Nova Scotia. The U.S. Environmental Protection Agency's TENORM report confirms that uranium is highly soluble in both acidic and alkaline waters, making groundwater and surface water the primary transport pathways.

Nova Scotia's climate exacerbates containment challenges. The province receives approximately 1,300 mm of rainfall annually, compared to 1,000 mm in Virginia, where uranium mining was deemed infeasible, and only 400 mm in Northern Saskatchewan, where Canada's current uranium mines are located. In July 2023, Nova Scotia experienced an extreme rainfall event of 860 mm in a single day, raising serious concerns about the structural resilience of tailings containment systems and the risk of runoff.

Airborne emissions also pose risks. Radon gas and radioactive dust can spread far beyond mine boundaries, as shown in past cases such as Elliot Lake, Ontario, where elevated cancer rates prompted costly remediation. Bioaccumulative isotopes like polonium-210 may concentrate in plants, fish, and wildlife, increasing food chain risks in communities that rely on traditional harvesting.

Together, these factors underscore the importance of rigorous early-stage safeguards. In areas like MODL—where settlement patterns overlap with the exploration sites, ecosystems are sensitive, water sources are decentralized, and baseline data remains limited—strong provincial oversight and community engagement are necessary even at the exploration phase.

Analysis

The Province has laid out its rationale for re-opening uranium exploration: economic growth and clean energy supply. To date the Province has not publicly shared estimates of the potential economic growth, job creation estimates or provincial royalties.

Uranium exploration and mining carry site-specific general mining impacts as well as radioactive risks from radon gas and mining waste. These risks are higher in Nova Scotia than in other Canadian uranium mining locations due to the higher annual average rainfall. To date the Province has not publicly shared any assessment of the likelihood of impacts from exploration, or any estimates of impact or financial cost on the environment and human health should contamination occur.

Should uranium exploration proceed, robust assessment, regulatory controls, and long-term monitoring of environmental and health system impacts are all required. Due to the absence of a uranium mining industry, it is unlikely that Nova Scotia has an adequate regulatory regime already existing to manage the risks associated with uranium exploration and mining, especially given the elevated risks due to a wetter climate. The Province should communicate with the public about the measures it is taking to enhance existing regulatory controls for natural resources exploration to account for the elevated risk posed by uranium.

Given that uranium mining was not discussed during the recent Provincial election, there is a strong argument to be made that the Provincial government does not have a mandate from the electorate to pursue such high-risk natural resources without public consultation. In order for that consultation to be meaningful, the Province must first publicly share the estimated benefits analysed against the known risks, their likelihood and their impact. This information is critical before any meaningful engagement with the public or municipalities can take place. It must also be noted that the exploration is taking place in the ancestral and unceded territory of the Mi'kmaq. The provincial government is obliged to meaningfully consult with the appropriate indigenous groups and ensure their actions reflect the results of the consultation.

Significant questions remain about how the Province analysed the economic potential of a uranium mining industry in Nova Scotia and whether current regulatory processes are adequate to address the significant and long-term risks - especially given our Province's geology, wet climate, reliance on private drinking water systems, and denser settlement patterns.

As noted above, Municipalities play no role in the regulation or approval of uranium mining or exploration. Not being in a position to make the decision to require adequate assessment, engagement and regulation, municipalities can only ask that the Province complete this due

diligence and encourage residents to voice their concerns to their elected Provincial representatives.

STRATEGIC FOCUS

This issue intersects with several of MODL’s Council-approved strategic priorities, including Quality of Life, Communication and Engagement, and Climate Change Action. Ensuring clean water access, safeguarding public health, and promoting transparent governance are essential considerations, particularly where activities are proposed within ecologically sensitive watershed areas.

BUDGET/FINANCIAL IMPLICATIONS

There are no direct budget impacts resulting from this report. However, if uranium exploration proceeds, MODL may wish to consider allocating resources to support technical review, legal guidance, or community engagement activities in order to respond effectively.

CLIMATE CHANGE/SUSTAINABILITY

Uranium mining poses long-term contamination risks that are exacerbated by a changing climate. Nova Scotia’s high annual precipitation and increasing frequency of extreme weather events raise concerns around the stability of containment structures, runoff management, and overall watershed resilience. These climate-related pressures amplify the need for stringent safeguards and adaptive planning.

INCLUSION DIVERSITY EQUITY AND ACCESSIBILITY (IDEA@MODL)

The risks associated with uranium exposure—such as radon and radioactive isotopes in groundwater—disproportionately affect vulnerable populations, particularly rural households reliant on private wells and Mi’kmaq communities with traditional land and water uses. Equity-informed engagement will be essential to ensure inclusive, respectful consultation, especially within unceded Mi’kmaq territory.

STRATEGIC COMMUNICATIONS

Public communication should emphasize MODL’s commitment to drinking water protection, scientific evidence, and resident well-being. Strategic outreach to watershed organizations and

Nova Scotia Health should be considered to ensure consistent messaging and access to relevant health and environmental information.

WORK PLAN

If Council chooses to pursue advocacy, technical analysis, or expanded public engagement, staff capacity may need to be reallocated. These impacts can be scoped and managed based on the level of response Council directs.

OPTIONS & ALTERNATIVES

Based on the analysis above, it is recommended that Council express that robust public engagement based on a robust risk assessment and a cost-benefit analysis is required. Because the municipality has no role in the regulatory process, MODL can only advocate to the province and encourage concerned residents to share their views directly with their elected Members of the Legislative Assembly (MLAs).

Council could also choose from the following alternatives.

- 1. Oppose uranium exploration based on current risks**
Council may determine that the risks to public health, water security, and environmental sustainability are too great and issue a formal statement opposing uranium exploration within the LaHave River watershed. A letter may also be sent to the Premier and Minister of Natural Resources.
- 2. Request a provincial pause, pending more data and engagement**
Council may request that the Province pause the issuance of uranium exploration licenses until more robust environmental data and public consultation are provided. This approach aligns with the position taken by Pictou County and reflects the need for precaution given the lack of existing uranium mining experience in Nova Scotia.
- 3. Support conditional on environmental safeguards**
Council could indicate conditional support for uranium exploration provided that strict environmental protections, site-specific risk assessments, and community consultation requirements are established and enforced.
- 4. Take no formal position at this time**
Council may determine that uranium exploration falls outside the municipality's jurisdiction and choose not to take a formal position. In this case, concerned residents can be referred to provincial regulatory processes and public engagement channels.

CONCLUSION

The resumption of uranium exploration in Nova Scotia reopens a complex discussion involving water protection, public health, energy policy, and community trust. While MODL does not have regulatory authority over exploration or mining, the Municipality is charged with some responsibility for protecting its residents, watersheds, and long-term interests. Given the scientific uncertainties, ecological sensitivities, and legacy concerns associated with uranium, Council may should advocate for more transparent, evidence-based provincial decision-making—and ensure that residents have a voice in a process with potentially lasting consequences.

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

Council
Item 10.1.2
Date: June 24, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report To: Municipality of the District of Lunenburg Council
Submitted By: Mark Strickland
Date: June 17, 2025
Re: Final Report of the Food Hub Feasibility Study

Recommendation

That Municipal Council does not pursue the opportunity of a Food Hub in the District of Lunenburg as this time.

Executive Summary

In July 2024, Municipal Council awarded the tender for a Food Hub-Feasibility Study to Third Sector Enhancement Ltd. The project began in August of 2024. A final report was submitted to the Economic Development Department on May 16, 2025.

Background

A food hub is a centrally located organization or business that helps collect, store, process, package, market, sell, and distribute food from local producers. Its purpose is to support farmers and food producers in getting their products to market more effectively and sustainably. By streamlining the supply chain, food hubs make it easier to deliver fresh local food to places like hospitals, schools, restaurants, grocery stores, and even directly to consumers.

Third Sector Enhancement Ltd were asked to provide:

- Provide a study of the backgrounds of Food Hubs across Atlantic Canada, including social and economic to the District.

- Consult with specific groups of stakeholders to assess level of support, interest, needs, and partnership opportunities.
- Complete a market context analysis including needs in the region, existing programs and the strategic advantages for the District.
- Exploring the potential and vision for a Food Hub in the District, addressing needs filled, realistic utilization, revenue opportunities, potential sites and management models.
- Recommending future steps to develop a Food Hub including potential site, potential design, a management model, marketing strategy, and identification of risks.

Discussion

Third Sector Enhancement Ltd.’s Final Report recommends that a Food Hub would be feasible - “The community of the District of Lunenburg is ready to be organized around a shared vision of a grassroots, small scale food hub operation, with growth potential”. The recommendation would be a Basic+ model (720 sq. ft building) and be a nonprofit or a social enterprise organization type.

The recommendation stems from:

- 60 completed digital surveys.
- In person community engagement sessions with 90 participants.
- 60 completed collaborative interviews.

Financial Projections Pilot-Year3

Item	Pilot	Year 1	Year 2	Year 3
Sales	\$ 150,000	\$ 250,000	\$ 300,000	\$350,000
Gross Margin	\$ 37,500	\$ 62,500	\$75,000	\$ 87,500
Payroll	\$ 30,000	\$ 40,000	\$ 50,000	\$ 60,000
Total Expenses	\$ 54,900	\$ 67,450	\$ 80,000	\$ 92,550
Net	(\$ 17,490)	(\$ 4,950)	(\$ 5,000)	(\$ 5,050)

Start up Costs – New Build versus Retrofit:

New Build \$239,000.00 and a retrofit would be \$68,300.00 with no recommendations on lots.

Third Sector Enhancement performed the feasibility study well and were very strong in the engagement and research component of the study. They identified the need for Champions to

bring the stakeholders together to organize and operate a food hub; and it must be community run with funding support from grants and government.

Municipal Staff have identified several shortfalls jeopardizing the feasibility of the food hub:

- It is not clear whether the local supply chain could adequately supply the food hub to ensure constant inventory to meet demand.
- In this volatile real estate market, lack of a site and unpredictable building costs, it is felt that start up costs are low.
- Labour costs are low considering the need to be available to your customers. The recommendation equates to less than a fulltime position to perform stocking/ receiving inventory, processing orders, deal with customers, market the food hub and deliver orders.
- The financial projections are stunted considering there were no calculations for the land and mortgage for the building and startup costs. The overhead costs would be significantly increased creating further risks for the project.
- The financials showed losses every year without land and mortgage costs being included in the projections.
- There was a lack of identifiable land or buildings recommended, creating another barrier for the feasibility.

Staff considered the study results along with the shortfalls in the data and recommend that pursuing a food hub in the District of Lunenburg is not feasible at this time.

Strategic Focus

The Food Hub Feasibility Study aligns with Regional Economic Development. The study would identify the opportunities for a Food Hub within the Municipality, which could potentially result in more access to local food for the institutions and citizens of Lunenburg County. At the same time, it gives local food producers the opportunity within the region to grow their business.

Budget/Financial Implications

N/A

Climate Change/sustainability

N/A

Inclusion Diversity equity and Accessibility (IDEA@MODL)

N/A

Strategic Communications

N/A

Work plan

N/A

Alternatives

- That Municipal Council instructs staff to further pursue the opportunity of a Food Hub in the District of Lunenburg.

Conclusion

The feasibility study performed well overall, but there were some deficiencies in the data which has led to staff recommending that pursuing a food hub in the District of Lunenburg is not feasible at this time. The study results should be shared with potential champions and stakeholders and if there was interest from them, the Economic Development Department would work with them to explore the opportunity.

Report Preparation	
Department	Economic Development
Report Prepared by	Mark Strickland, Business Development Officer
Report Approved by	Dave Waters, Director of Economic Development
Date Reviewed by C.A.O.	

Council
Item 10.1.3
Date: June 24, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Report to Council

Report To: Mayor & Municipal Council
Submitted By: April Whynot-Lohnes, Municipal Clerk
Date: June 24, 2025
Re: Proposed Amendments to Policy 043 Community Grants Program/
Sponsorship Request

The Policy & Strategy Committee, in session on June 17, 2025, reviewed proposed amendments to Policy 043 Community Grants Program/Sponsorship Request, specifically (1) to change the approval authority for the Annual Operating grants, Major Events grants, and Major Recreation Capital grants from Council to staff, and (2) to add a new section on Equity and inclusion, and gave notice of its intent to consider the amendments at the June 24, 2025 Council meeting.

Section 48(1) of the **Municipal Government Act** states, “Before a policy is passed, **amended** or repealed, the Council shall give at least seven days’ notice to all Council members.” Therefore, in accordance with Section 48(1), the attached amended Policy 043 Community Grants Program/Sponsorship Request, which includes all the recommended changes, will be presented for Council’s approval at the June 24, 2025 Council session.

If Council approves of the attached Policy amendments, the following motion would be necessary.

“That Municipal Council approve the proposed amendments to Policy 043 Community Grants Program/Sponsorship Request, as presented”.

Report Preparation	
Department	Administration
Report Prepared by	Tina Robichaud-Bond, Executive Assistant
Report Approved by	Alex Dumaresq, Deputy CAO
Date Reviewed by C.A.O.	

Municipality of the District of Lunenburg

Policy Details	
Name	Community Grants Program/Sponsorship Request
Number	043
Legislative Authority	MGA 2, 47, 48(3) 65C
Effective Date	

Purpose

- 1 (1) The purpose of this Policy is to set guidelines for the distribution of funds to not-for-profit and charitable organizations in the community.
- (2) The Municipality recognizes and supports the efforts of community organizations to provide cultural, social, heritage, economic and/or recreation programs, facilities and events to the benefit of Municipal residents.
- (3) The Municipality offers grants for training of volunteers to further the benefits of their volunteerism, supporting local athletes competing in national or international events and to persons travelling to provincial, national or international competitions in sports, recreational or cultural events.

Authority

- 2 (1) Authority is provided under Sections 2, 47, 48(3) and 65C, Municipal Government Act, as amended.

Eligibility

- 3 The following types of organizations/individuals are eligible for funding:
 - (1) Charitable organizations (e.g., foundation and charities);
 - (2) Global community service organizations (e.g., VON, United Way);
 - (3) Community-based organizations (e.g., community halls, sports halls, recreation groups, social groups;
 - (4) Any funding requests from community groups who have management agreements with the Municipality and any adjacent municipal units requesting funding to support their municipally owned recreation facilities will be processed through the budget and not through the grant policy, unless otherwise stated in the management agreement.
 - (5) For grant applications, organizations should ensure that any outstanding grant approvals from the previous fiscal year should be completed, unless an extension to the

funding has been approved.

(6) Individuals who meet the criteria of the grant they are applying for.

Grant Categories

4 (1) **Annual Operating**

To help with an organization's annual operating costs.

(2) **Community Economic Development**

To help with the development of projects or initiatives that promote the area and foster community economic growth.

(3) **Community Event**

To help with the hosting and/or delivery of a Community Event, under \$30,000.

(4) **Community Recreation Capital**

To help with the expansion or improvement of an indoor or outdoor cultural, social, heritage and/or recreation facility, and/or equipment, for projects under \$10,000.

(5) **Community Recreation Program**

To help with the delivery of a new or expanded cultural, social, heritage and/or recreation program.

(6) **Elite Athlete Travel**

To help elite athletes living in the Municipality of the District of Lunenburg with travel costs when competing at National or International events.

(7) **Leadership Training**

To help with training costs for individuals or community organizations that will continue to expand the programs, services and activities provided by community organizations.

(8) **Major Events**

To encourage new or expand existing large-scale events that create a positive economic impact for the Municipality, for events over \$30,000. The Major Events grant is to support operating, marketing, or promotional expenses for events that will attract visitors to the area.

(9) **Major Recreation Capital**

To help with the development, expansion or improvement of an indoor/outdoor cultural, social, heritage and/or recreation facility and/or equipment for capital projects \$10,000 or more.

(10) Sponsorship Ad/Donation of Prize(s) Request

To help with sponsorship of local, not-for-profit organization's projects, events or initiatives that help residents of the Municipality, or to supply prize(s) to enhance the project, event or initiative.

(11) Sport, Recreational & Cultural Travel Assistance

To help individuals, teams/groups with travel costs when competing in provincial, national or international competitions in sport, (who do not meet the Elite Athlete grant criteria) or recreational and cultural events.

General Information

- 5
- (1) Municipal Council sets funding limits and annual budget allotments for each grant category.
 - (2) Applicants will complete the proper Municipal application form and provide the requested information.
 - (3) Application deadlines and expiry periods may apply.
 - (4) Funding frequency is limited within each grant category.
 - (5) Applicants should show community support, fundraising efforts and efficient use of resources, sound business practices and development of volunteers.
 - (6) A financial statement and pertinent document must be filed with the Municipality following completion of the project.
 - (7) The Municipality reserves the right to deny any application believed not within its mandate.
 - (8) All proposed work must follow Municipal, Provincial and Federal regulations.
 - (9) Applicants must agree to recognize the Municipality for its contribution (e.g., banner, public announcement, sign, brochures, programs, advertisements).
 - (10) The municipality will publish to the public a list of recipients of grants and the amounts given as stated in Section 65C of the Municipal Government Act.

Approval Process

- 6
- (1) Applications for all grants under this Policy are reviewed and approved/denied by the responsible staff person, with notification to Municipal Council.

- (2) Applicants will be notified in writing of approval or denial. This communication will explain any terms and conditions that apply to the grant approval.

Evaluation Criteria

- 6 (1) The evaluation may include but is not limited to the following criteria
 - a) Project/program fits within the mandate (vision/mission) of the Municipality.
 - b) Organization is a not-for-profit group.
 - c) Program, event, facility is for public community use.
 - d) A financial need is proved.
 - e) The organization is sourcing other funding partners.
 - f) The grant proposal is practical.
 - g) The funding provided by the Municipality will enable the organization to use dollars from other funding partners.
 - h) The application has shown that they will recognize the Municipality's contribution.
 - i) The organization shows long-term sustainability.
 - j) The applicant has proved their own commitment to the project (i.e. financial, in-kind donations).
 - k) The percentage of users from the Municipality of Lunenburg.
 - l) The breakdown of staff (volunteer, paid, externally funded).
 - m) Funding must be requested from the host Municipality if organization is located outside the Municipality of Lunenburg (proof of request is required).
 - n) Efforts made towards advancing inclusion, diversity, equity, and accessibility of equity-deserving groups.

Equity and Inclusion

- 8 (1) One of the Municipality's Values is "Equity and Inclusion: We take action to change and grow to be a truly diverse, equitable, and inclusive municipality".
 - a) "Equity Deserving Groups" means groups who have historically been denied equal access to employment, education, and other opportunities;
 - b) Equity deserving groups include, without limitation, the following:
 - i) Indigenous peoples,
 - ii) Racialized communities,
 - iii) Newcomers,
 - iv) Refugees and asylum seekers,
 - v) Persons with disabilities/disabled persons,
 - vi) Women and gender minorities,

- vii) Members of the 2SLGBTQIA+ community, and
- viii) Others experiencing barriers to economic opportunity and participation.

Policy Adoption	
Date of Original Passage	January 10, 2023
Date of Notice of Intent to Amend	June 17, 2025
Date of Council Approval	
Effective Date (if different from Council Approval)	
I certify that this Policy 043 Community Grants Program/Sponsorship Request was adopted by Municipal Council as indicated above.	
Signature of Municipal Clerk	

Version	Amendment Description	Council Approval Date
Repeal & Replace	Update for accessible formatting, and a complete review of the policy.	Jan. 10, 2023
V2	Removed the “Membership based, not-for-profit organizations having an annual adult membership of \$125 or less and for Youths or Seniors” from the eligibility criteria.	Mar. 28, 2023
V3	Addition of training for volunteers, support for athletes, and persons travelling to Provincial, National, or international competitions in sports, recreational or cultural events to the purpose. Amended eligibility grant criteria, further defined Community Events, Major Events, clarified Elite Athlete funding, Removed PRO Kids program and revised Youth Travel to Sport, Recreational and Cultural Travel.	Feb. 27, 2024
V4	Amended approval authority for Annual Operating, Major Recreation Capital, and Major Events Grants to be done by responsible officer, and added new section on equity and inclusion, and amended evaluation criteria to include equity and inclusion.	



The Municipality of the District of Lunenburg

Request for Decision

Report to: Policy and Strategy Committee

Submitted by: Trudy Payne, Director of Recreation, Parks, & Tourism

Date: June 17, 2025

Re: Amendment – Policy 043, Community Grants Program & Sponsorship Request

Recommendation

“that Municipal Council amend Policy 043, Community Grants Program & Sponsorship Request as presented and gives seven days’ notice of Council’s intention to amend on June 24, 2025”.

Executive summary

Staff were directed to bring forward amendments to the policy to change the approval authority for grants.

Background

On May 6, 2025, Finance Committee the following motion was made:

“Direct staff to amend Policy 043, Community Grants Program/Sponsorship Request by changing the approval authority from Council to staff for the Annual Operating, Major Events, and Major Recreation Capital grants and bring back proposed amendments for consideration to the Policy and Strategy Committee.”

Discussion

There are three remaining grants that required Councils approval. However, it was felt that since Council sets a budget, criteria and process for applying are outlined in a policy and staff approve other grants under the same policy it was felt bringing these grants forward was

unnecessary. In addition, reporting of all approved grants is posted on the municipal website annually as per the Municipal Government Act. The direction given requires a policy amendment and these changes are reflected on page 4 of the attached proposed amended policy.

Also, inclusion, diversity, equity and accessibility are values that the Municipality supports and in fact has changed the staff report template to now include how the work undertaken by the municipality reflects these values. To reflect these values within the municipal grant program changes are being recommended to the policy. These changes are reflected on page 5 of the attached proposed amended policy.

The overall changes to the policy can be identified by the sections that are “striked through” and by the “yellow highlighting”.

Strategic Focus

N/A

Budget/Financial Implications

There would be no budget implications.

Climate Change/sustainability

N/A

Inclusion Diversity equity and Accessibility (IDEA@MODL)

Including a section in the policy that clearly states that the Municipality values equity and inclusion further outlines MODL’s commitment and helps to inform those applying for funding of MODL’s commitment. Having groups include in their application, efforts they are making towards advancing inclusion, diversity, equity and accessibility of equity-deserving groups will help them in assessing these values within their own organizations and demonstrate to MODL the efforts they are taking concerning equity and inclusion.

Strategic Communications

N/A

Work plan

The amended policy will not affect the department’s workplan.

Alternatives

Council can decide not to accept the amendments as presented, and/or suggest further revisions.

Conclusion

The amendments made to the policy reflect the direction provided by the Finance Committee and reflect the municipality’s values of inclusion, diversity, equity and accessibility. And these amendments will simplify the process and provide timely disbursement of funds to organizations.

Report Preparation	
Department	Recreation, Parks, & Tourism
Report Prepared by	Trudy Payne, Director of Recreation, Parks & Tourism
Report Approved by	
Date Reviewed by C.A.O.	

Council
Item 10.2
Date: June 24, 2025
Authorization: T. MacEwan



Municipality of the District of Lunenburg Planning & Development Services

June 4, 2025

To Her Worship, Mayor McLean-Wile and Councillors
of The District of Lunenburg

Dear Mayor and Councillors:

The Dangerous & Unsightly Property Committee, in session on June 4, 2025, made the following recommendation to Municipal Council:

“that Municipal Council approve the lowest bid from Fine Cuts Landscaping for the clean up at the property located at 59 Big Lots Road, Big Lots, PID 60221512; that is \$1579.82 + HST, for a total of \$1801.00”.

“that Municipal Council approve the lowest bid from Fine Cuts Lawn Care & Landscaping for the demolition and clean up at the property located at 586 Woodstock Road, PID 60226925; that is \$15 064.91 + HST, for a total of \$17 174.00”.

“that Municipal Council approve the lowest bid from Fine Cuts Landscaping for the clean up at the property located at 446 Llewellyn Road, Middlewood, PID 60302270; that is \$6060.00 + HST, for a total of \$6908.40”.

“that the Committee recommend to Council a review of the Dangerous & Unsightly Property process to identify ways to improve efficiency. The goal is to streamline operations by granting staff greater authority to act on files without requiring referral to the Committee or Council. The review should focus on reducing resolution timelines and ensuring staff can take timely action”.

Respectfully submitted,

The Chair and Members
of the D&UPC
/sb
Attachments

Council
Item 10.2.1
Date: June 24, 2025
Authorization: T. MacEwan



Municipality of the District of Lunenburg

REPORT TO: Dangerous & Unsightly Properties Committee
SUBMITTED BY: Amanda Esterbrooks
DATE: May 27, 2025
RE: Unsightly Premises – Dale Bollivar

Property – 447 Llewellyn Rd, Middlewood NS

PID 60302270 AAN 02573946 LU-US2024-005

RECOMMENDATION

Staff recommends:

The Committee recommend to Council that the lowest bid from Fine Cuts Landscaping be accepted for the cleanup of the property located at 447 Llewellyn Rd, Middlewood NS, PID 60302270 for \$6,908.40.

BACKGROUND

We received a complaint on February 7, 2024 in reference to the above-noted property. An initial inspection was carried out on February 13, 2024 which concluded that the property is considered unsightly under the terms of the *Municipal Government Act* (the “Act”). As per Policy MDL-07, a letter dated March 5, 2024 was sent to the property owners advising of the unsightly condition of the property and the remedy required to return the property to a sightly condition.

On May 9, 2024 a follow up inspection was conducted which found no change in the condition of the unsightly property. As a result of this inspection, an Order was issued on June 19, 2024 providing the property owner 30 days to clean up the property. That Order reads:

IT IS HEREBY ORDERED that you are to, within thirty (30) days of the service of this Order, remedy

the unsightly condition of the property; namely:

ACTION "The garbage, refuse, construction debris, 3 derelict vehicles, RV, play structure, and old tires must be cleaned up and removed from the property."

On July 23, 2024, a follow up inspection was conducted which found no change in the condition of the unsightly property. The file was then sent for site cleanup tender. Which was subsequently presented to the committee on October 1, 2024 when a decision was made to grant an extension.

A follow up inspection took place January 27, 2025 where no change to the condition of the property was confirmed. On January 29th the Committee decided to go forward with the bid which Nichols Group had indicated they would honor. Unfortunately, Nichols Group changed their mind and indicated they would no longer honor the quote. Subsequently the cleanup was again put out for tender where Fine Cuts Landscaping had the lowest bid of \$6,908.46.

Bidder's Name	Price with HST
Andy's Do it All	\$33,806.52
Fine Cuts Landscaping	\$6,908.40
14981570 Canada Inc.	\$7,292.58
3324984 NS Ltd	\$7,096.50
Black Jack	\$16,085.40

Note: Only the lowest bidder successfully submitted all mandatory documents requested, including: proof of insurance, a safety certificate of recognition, and a WCB clearance letter.

Quote prices are subject to 3.8574% HST billed to MODL. MODL is then required to charge 14% HST to this total. The total quoted may not reflect the actual bill as any other costs that may arise as a result of the work on the property are required to be passed on to the property owner.

Quote price +3.8574% HST = subtotal + 14%HST for total

DISCUSSION

- The Property Valuation Services Corporation (PVSC) records show the land as being assessed at \$289,100.00 in 2025.

- The lot area 7.45 acres
- Property taxes are: current

ALTERNATIVES

- a) Do nothing and close file.
- b) Grant additional time.

CONCLUSION

It is my opinion that the property is unsightly as per the Municipal Government Act, and therefore requires cleanup.

ATTACHMENTS

Photos from last inspection

Department:

Report Prepared By: Amanda Esterbrooks

Date: May 28 2025

Report Approved By:

Date:

Reviewed By CAO:

Date:



















CONFIDENTIAL

Council
Item 10.2.2
Date: June 24, 2025
Authorization: T. MacEwan



Municipality of the District of Lunenburg

REPORT TO: Dangerous & Unsightly Properties Committee

SUBMITTED BY: Amanda Esterbrooks

DATE: October 1, 2024

RE: 59 Big Lots Rd, Big Lots – Paul & Donna Hawco

Property – Paul & Donna Hawco

PID 60221512

AAN 05263239

LU-US2024-026

RECOMMENDATION

Staff recommends:

The Committee recommend to Council that the lowest bid from Fine Cuts Landscaping be accepted for the cleanup of the property located at 59 Big Lots Rd, Big Lots, PID 60221512, being \$1,801.00.

BACKGROUND

We received a complaint on June 28, 2024 in reference to the above-noted property. An initial inspection was carried out on July 9, 2024 which concluded that the property is considered unsightly under the terms of the *Municipal Government Act* (the "Act"). As per Policy MDL-07, a letter dated July 17, 2024 was sent.

On August 28, 2024, a follow up inspection was conducted which found no change in the condition of the unsightly property. Unfortunately an order was not posted. A follow up inspection was performed January 9, 2025. As a result of this inspection, an Order was issued on January 22, 2025 providing the property owner 30 days to clean up the property. That Order reads:

IT IS HEREBY ORDERED that you are to, within thirty (30) days of the service of this Order, remedy the unsightly condition of the property; namely:

ACTION "the two derelict vehicles must be cleaned up and removed from the Property"

On February 24, 2025 a follow up inspection was conducted which found no change in the condition of the unsightly property. The file was then sent for site cleanup tender.

On April 28, 2025 a letter outlining the updated Cleanup Assistance Program was sent to the property owners.

Bidder's Name	Price with HST
Andy's Do it All	\$9,972.96
Fine Cuts Landscaping	\$1,801.00
14981570 Canada Ltd	\$3,987.72
Samali Construction	\$41,528.00
3324984 NS Ltd	\$3,716.40
Black Jack	\$2,046.30

Note: Only the lowest bidder successfully submitted all mandatory documents requested, including proof of insurance, a safety certificate of recognition, and a WCB clearance letter.

Quote prices are subject to 3.8574 HST billed to MODL. MODL is then required to charge 14% HST to this total. The total quoted may not reflect the actual bill as any other costs that may arise as a result of the work on the property are required to be passed on to the property owner.

Quote price +3.8574% HST = subtotal + 14%HST for total

DISCUSSION

- The Property Valuation Services Corporation (PVSC) records show the land as being assessed at \$264,500 in 2025.
- The lot area 0.46 acres
- Property taxes are: not yet paid for 2025

ALTERNATIVES

- a) Do nothing and close file.
- b) Grant additional time.

CONCLUSION

It is my opinion that the property is unsightly as per the Municipal Government Act, and therefore requires cleanup.

ATTACHMENTS

Photos from last inspection

Department:

Report Prepared By: Amanda Esterbrooks Date: May 28 2025

Report Approved By: Date:

Reviewed By CAO: Date:





Council
 Item 10.2.3
 Date: June 24, 2025
 Authorization: T. MacEwan

Municipality of the District of Lunenburg

REPORT TO: Dangerous & Unsightly Properties Committee
SUBMITTED BY: Kyle Whynot
DATE: June 4, 2025
RE: Dangerous Premise – Richard Crook
 Property – 586 Woodstock Road, Clearland, NS
 PID 60226925 AAN 00999369 LU-DG2024-002

RECOMMENDATION

The Committee recommends to Council that the lowest bid from Fine Cuts Lawn Care + Landscaping be accepted for the demolition of the buildings and cleanup of the property located at 586 Woodstock Road, Clearland, PID 60226925: that is \$17,174.00.

Quote prices are subject to 3.8574% HST billed to MODL. MODL is then required to charge 14% HST to this total. The total quoted may not reflect the actual bill as any other costs that may arise as a result of the work on the property are required to be passed on to the property owner.

Quote price +3.8574% HST = subtotal + 14%HST for total

Bidder's Name	Price with HST
Asbestos Abatement Limited	\$39,900.00
Fine Cuts Lawn Care + Landscaping	\$17,174.00
14981570 Canada Inc.	27,356.58
Andy's Do It All Inc.	93,524.51
Asbestos Abatement Limited	39,900.00
3324984 NS Ltd.	19,277.40
Blackjack Powerline & Tree Service Ltd.	17,772.60

Note: Two bidders (including the lowest bidder) submitted all the mandatory documents (proof of insurance, safety certificate of recognition, and WCB clearance letter). Four bidders did not submit the mandatory documents.

BACKGROUND

We received a complaint on April 5, 2024, in reference to the above-noted property. An initial inspection was carried out on April 11, 2024, which concluded that the property is considered dangerous and unsightly under the terms of the *Municipal Government Act* (the "Act"). Due to an administrative error, the initial letter was not sent. A follow up inspection to restart the process was conducted July 17, 2024 and found no change to the conditions of the property. As per Policy MDL-07, a letter dated July 19, 2024, was sent to the property owners advising them of the dangerous and unsightly condition of the property and the remedy required to return the property to a safe and sightly condition. Letters were sent by both regular mail and registered mail to the address registered through PVSC and was returned with notice that delivery was unsuccessful.

On August 27, 2024, a follow up inspection was conducted and found the building is actively falling down.

Another follow up inspection was conducted on December 18, 2024 and found further collapse of the building. Administration staff were directed to set up a committee meeting to request a demolition order.

On January 29, 2025 the Dangerous and Unsightly Properties Committee granted an order for the demolition of the house. That order reads:

IT IS HEREBY ORDERED that you are to, within thirty (30) days of the service of this Order, remedy the dangerous/unsightly condition of the property; namely:

ACTION "To remedy the dangerous and unsightly conditions, the house must be demolished, and the demolition debris cleaned up and totally removed from the property along with the all junk and debris scattered over the property including: vehicle parts, tires of all sizes and rims, junk, construction debris and old lumber, lawn mowers, household appliances and electronics, old tools, scrap metal, bathtub, motors and parts, BBQs, a derelict boat, and derelict vehicle."

The order was posted to the property January 30, 2025.

A follow up inspection was conducted on March 3, 2025 and found that the building had completely collapsed. No clean up had been done. Staff was directed to send out for clean up quotes.

DISCUSSION

- The Property Valuation Services Corporation (PVSC) records show the land as being assessed at \$115,100.00 in 2025.
- The lot area 1.16 acres (50,529.6 square feet).
- Property taxes are paid as of 2024.

OPTIONS

- a) Do nothing and close file.
- b) Grant additional time.

CONCLUSION

It is my opinion that the property is dangerous and unsightly as per the Municipal Government Act, and therefore requires demolition and cleanup.

ATTACHMENTS

Photos from last inspection

Department: Planning & Development

Report Prepared By: Kyle Whynot

Date: June 4, 2025

Report Approved By:

Date:

Reviewed By CAO:

Date:







Council
Item 11.1.1
Date: June 24, 2025
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The Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor and Council
Submitted by: Maria Butts, PMP, Project Manger
Date: June 24th, 2025
Re: Washrooms Options - Parks & Open Spaces

Recommendation

Council authorize staff to amend the Parks & Open Space Standards & Guidelines and adjust the minimum standard for washrooms in the Destination Parks category from “Seasonal Washroom or Outhouse” to “Seasonal Outhouse or Porta-Potty”.

Council authorize staff to proceed with the Indian Falls Accessible Vault Toilet Capital Project, as listed in the approved 2025/26 Capital Budget, with a double waterless vault toilet with a prefabricated building.

Executive summary

The adopted Parks & Open Space Standards & Guidelines lists the minimum amenities required in each municipal park. There are currently gaps between the requirements and existing conditions as it is related to washrooms. Working towards achieving the minimum standards for washrooms supports Councils strategic priority of Quality of Life, Affordability & Social Inclusion. The three styles of washrooms (washroom, outhouse, porta potty) listed in this report each have an appropriate use based on a specific park’s characteristics.

As Regional and Destination Parks are developed, or existing minimum infrastructure ages, Council should work towards installing outhouses that meet accessibility standards. Constructing fully serviced washrooms should be considered for Regional Parks when the washrooms form part of a larger building or where existing services (water/sewer/electrical) are present, and the park is fully accessible with high traffic volumes. For select remote and

seasonal Destination parks, where space is limited and day use is low, seasonal porta potty use should be permitted.

Staff have two recommendations for council to consider: amend the minimum amenities standards for Destination Parks to allow for seasonal porta potty use and proceed with the installation of a double vault in Indian Falls Park this fiscal as a first step in moving towards standard compliance.

Background

The Parks & Open Space Standards & Guidelines adopted by Council list the minimum amenity requirements for each category of park. These requirements were developed with accessibility considerations to ensure minimum standards set for municipalities in the Nova Scotia Accessibility Legislation are met. Staff have prepared this report for Council to highlight the existing washroom amenity requirements of the Parks & Open Space Standards & Guidelines, review the current state in each of the municipal parks, and explore options to guide decision making for park improvements related to washrooms going forward.

For the purposes of this document, the following definitions apply:

- **Washroom:** inclusive enclosed washroom providing a barrier-free toilet and sink and turning space to accommodate a wheeled mobility device
- **Outhouse:** vault privy defined as a self-contained waterless toilet
- **Porta-Potty:** portable or mobile waterless toilet

Discussion

The table below lists the current minimum standard for washrooms by park category:

Regional Park	Destination Park	Neighbourhood Park	Parkette	Conservation Land	Sport Park
Year-Round Washroom or Outhouse	Seasonal Washroom or Outhouse	Seasonal Outhouse or Porta-Potty	N/A	N/A	Washroom, Outhouse or Porta-Potty

The following table shows the current existing amenities offered in each municipal space by park category:

PARK	OUTHOUSE	PORTA POTTY
Regional Parks (3)		
MARC*		✓
River Ridge Common*		✓
Wiles Lake Park		✓
Destination Parks (8)		
Church Lake		✓
Hirtle's Beach	✓	
Indian Falls		✓
Indian Path Common		✓
Miller Point Peace Park*	✓	✓
Mushamush Beach Park	✓	
Pinegrove Park	✓	
Sawpit Wharf		✓
Neighbourhood Parks (5)		
LaHave Sunset Park		✓
Molega Lake Park	✓	
Petite Riviere Community Park**		✓
Rose Bay Marine Park**		
United Communities Marine Park**		✓
Sport Park (2)		
MARC Ballfields		✓
Centre Soccer Fields**		✓

*Porta Potty in place year round

** Under Management Agreement

As shown in the table of existing conditions, MODL does not currently meet the minimum amenity requirements as laid out in the Parks & Open Space Standards for any of the three Regional Parks and select Destination Parks. In addition, many existing outhouses do not meet accessibility standards. To remedy this, staff have the following recommendations:

- As Regional Parks are developed, add either a washroom or outhouse to bring the amenities into conformance with the Parks Standards.
- For Destination Parks, staff agree that there are spaces (Church Lake and Indian Path Common) where it does not make sense based on park characteristics, to add a seasonal washroom or outhouse. Seasonal porta potty use should be permissible. It has also been determined that for feasibility and financial reasons, Destination Parks should

not list washrooms as a minimum amenity. As such, staff recommend adjusting the minimum standards for Destination Parks from “Seasonal Washroom or Outhouse” to “Seasonal Outhouse or Porta Potty”. This would allow for seasonal porta potty use to continue in select parks and for staff to work towards installing new universal outhouses in other spaces where suitable.

- As existing outhouses in Destination Parks reach the end of life, or as Destination Parks are developed to add accessibility features and amenities throughout, outhouses should be upgraded or added to bring these permanent structures into conformance with accessibility standards.

Questions have been raised regarding the suitability of seasonal porta potty use in our parks from an accessibility perspective. MODL noted ambiguity in the CSA/ASC B651:23 Accessible Design for the Built Environment Standards section 8.8.3 Temporary Outdoor Toilets and requested interpretation from the CSA committee responsible for the standard on the use of porta potties. Photos and dimensions of our rented large sized units were submitted. The committee confirmed that the units are currently acceptable for use under section 8.8.3 Temporary Outdoor Toilets.

For the purpose of evaluating the three options of washroom (washroom, outhouse, porta potty) for placement in MODL Parks & Open Spaces, and selecting the most suitable option for future projects, a pro and con list has been developed and can be found in Appendix A. Each style of washroom has appropriate uses. The following list is a summary of the key takeaways from the evaluation:

- **Porta Potties:** Best for temporary, or seasonal use where cost control and flexibility are priorities. Least costly but lowest accessibility.
- **Outhouses:** Suitable for year-round spaces or more remote areas with high traffic and where there are existing accessible features. Having this amenity will ensure all users can enjoy the recreation experience the park provides. Moderate in cost and moderate accessibility.
- **Flush Washrooms:** Ideal for high-traffic, large spaces with high degree of accessibility and where they would form part of a building and infrastructure is available (water/sewer/electrical). Most expensive but provide the best experience and high accessibility.

Staff completed research to determine various options for washrooms and the associated cost estimates for each. Costs, exclusive of HST, are noted by washroom type in the table below.

Washroom	Vault 1 (double unit, all accessible amenities as per detailed design)	Vault 2 (double pre-fab unit, all accessible amenities minus change tables)	Vault 3 (single pre-fab unit, all accessible amenities minus change tables)	Porta-Potty (per year, single unit, serviced weekly)	Porta-Potty (seasonal, single unit, serviced weekly)
\$500,000 - \$1,000,000 Class D Estimate	\$155,000 Class D Estimate	\$62,000 (\$32,000 Building. Class D of \$30,000 for vaults and earthworks)	\$40,000 (\$20,000 Building. Class D of \$20,000 for vaults earthworks)	\$2,500	\$1,500

The current approved Capital Budget includes project funds for a double vault to be installed at Indian Falls Park. This upgrade came as a recommendation from the accessibility audits as the park has a high degree of accessibility along the existing trail network and is in a remote location and sees high levels of use. In addition, a project is currently underway which will add accessible trail connections, picnic area and park furnishings. Considering the information presented in this report, and the option to install a prefabricated unit at a reduced cost compared to a unit constructed onsite, staff recommend that council proceed with the project as laid out in the 2025/26 Capital Budget and install Vault Option 2 noted above.

Strategic Focus

Upgrading park amenities to achieve the minimum standards laid out in the Parks & Open Space Standards & Guidelines aligns with Councils strategic priorities of Quality of Life, Affordability & Social Inclusion and Infrastructure Upgrades, Expansion, and Management.

Budget/Financial Implications

Allowance for the cost of the Indian Falls Vault Project, among others within this park, have been included in the 2025/26 approved Capital Budget with allocated funding of \$350,000.

Improving park amenities and adding permanent washroom or outhouse infrastructure over the next five years will have capital budget costs for initial construction and operating budget implications for required ongoing maintenance.

Climate Change/sustainability

n/a

Inclusion Diversity equity and Accessibility (IDEA@MODL)

MODL is committed to making our community more inclusive, diverse, equitable and accessible (IDEA). The addition of accessible, permanent washrooms and outhouses at select park locations will enhance opportunities for all users to recreate in our Parks & Open Spaces.

Strategic Communications

n/a

Work plan

Working to achieve the minimum standards laid out in the Parks & Open Space Standards & Guidelines supports the Recreation Departments work plan.

Supporting the delivery of Recreation Capital Projects is a component of the Engineering & Public Works Department's work plan.

Alternatives

- **Option 1:** Do not amend the Parks & Open Space Standards & Guidelines minimum amenities for Destination Parks and work towards having either a seasonal Washroom or Outhouse in all parks in this category.
- **Option 2:** Do not authorize staff to proceed with the Indian Falls Vault Project as laid out in the Capital Budget and continue with seasonal porta-potty use.
- **Option 3:** Authorize staff to proceed with the Indian Falls Vault Project, but install a single prefabricated vault as opposed to a double.

Conclusion

There are currently gaps between the minimum washroom amenity requirements laid out in the Parks & Open Space Standards and existing conditions. The three styles of washrooms (washroom, outhouse, porta potty) listed in this report each have an appropriate use based on a specific park's characteristics. By amending the minimum requirements of the Parks & Open Space Standards for Destination Parks, seasonal porta potty use can continue where appropriate, and council can focus on meeting the standards by proceeding with outhouse installation in selected spaces as parks are developed and accessible features are added. The prefabricated vault options presented provide a cost-effective mechanism to enhance amenities and accessibility in Destination Parks, and installation of a double vault at Indian Falls is recommended by Staff as the first step towards closing the gaps in the Standards.

Report Preparation	
Department	Engineering & Public Works
Report Prepared by	Maria Butts, PMP, Project Manager
Report Approved by	Project Management Committee
Date Reviewed by C.A.O.	

APPENDIX A
PROS AND CONS FOR PORTA POTTIES, outhouses AND FLUSH WASHROOMS

Criteria	Porta Potties	Outhouses (Vault Toilets)	Flush Washrooms
Installation Cost	Low (rental fees, no construction)	Medium to High (construction + excavation)	High (infrastructure, plumbing, construction)
Operational Cost	Low (rental + servicing fees)	Moderate (pumping + cleaning)	High (utilities, janitorial, maintenance)
Mobility	High (easy to move)	None (fixed structure)	None (permanent structure)
Setup Time	Fast (contract preparation considerations)	Medium (weeks for planning & build)	Long (planning, permits, construction)
Maintenance	Contracted servicing	Requires scheduled pumping & cleaning	Continuous (requires staff or contract cleaning)
Vandalism Resistance	Low (easily tipped or damaged)	Medium (sturdier, but still vulnerable)	High (secure building with locks & lighting)
Odor Control	Moderate with proper service frequency	Moderate with proper ventilation	High with proper cleaning
User Experience	Low (often perceived as unpleasant)	Medium (basic but acceptable when clean)	High (comfortable, clean, reliable)
Aesthetic Impact	Low (not visually appealing)	Medium (can be designed to blend in)	High (designed to match park facilities)
Accessibility	Least accessible, possible exclusion of users	Can be designed to meet standards	Can fully meet accessibility and universal design
Environmental Impact	Low	Low	Moderate (water, sewer, electricity)
Best Use Case	Temporary needs, seasonal parks, low volume	Remote, high use, accessible trails/features	High-traffic parks with build infrastructure or community hubs

Council
Item 11.1.2
Date: June 24, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Report to Council

Report To: Mayor McLean-Wile and Council

Submitted By: Larry Feener, P.Eng., Senior Municipal Engineer
Tyler Richardson, P.Eng., Municipal Engineer

Date: June 24, 2025

Re: Conquerall Bank Wastewater Collection System – Inflow and Infiltration Project Update

At the Council meeting held on November 26, 2024, the following motion was passed:

“2024-200 Moved by Councillor Bell, seconded by Councillor Reinhardt, that Municipal Council approve the use of Alternative Procurement practices, as outlined in Policy 033 – Purchasing and Tendering, Section 19.1.4, to engage Eastern Trenchless Ltd. to complete the work described in RFP 2024-05-40: Conquerall Bank Wastewater Collection System – Inflow and Infiltration Repair, in the amount of \$52,000 plus net HST. Carried unanimously.”

During the course of the project, two additional significant leaks were discovered in the tanks. These leaks had not been identified during the prior investigation and were therefore not included in the original project scope.

Due to the difficulty in securing service providers to complete the repairs, despite a public request receiving no responses, and considering that the contractor, Eastern Trenchless Ltd. (based in New Brunswick), was already mobilized on site and equipped for the necessary confined space work, staff made the decision to proceed with the additional repairs. Waiting until the next scheduled Council meeting on December 10 would have resulted in significant additional costs related to remobilization and demobilization and may have resulted in challenges getting the work done during optimal weather conditions.

The final project cost was \$67,785.90, exceeding the original approved amount by \$13,557.18. This additional cost will be funded from the wastewater reserves and will be reflected in the Year-End Capital Finance Report to be presented by the Finance Department. It was an oversight not informing Council at that time; normally budget overruns of more than 10% would be brought to Council.

Report Preparation	
Department	Engineering & Public Works
Report Prepared by	Larry Feener, P.Eng.
Report Approved by	Stephen W. Pace, MBA, P.Eng.
Date Reviewed by C.A.O.	

Council
Item 11.2.1
Date: June 24, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council

Submitted by: Elana Wentzell, CPA, CMA, Director of Finance

Date: 2025-06-24

Re: 2024-25 Proposed Capital Funding & 4th Quarter Capital Variance

Recommendation

That Municipal Council approve the funding of the 2024-25 completed capital projects and CCBF investment as noted in this report and as summarized on the enclosed 2024/25 Capital Project & CCBF Investment Plan.

Executive summary

Financing of the completed 2024/25 capital projects has been allocated as per the approved budget with exceptions that are noted in the attached report. Changes in financing can occur when a project is completed over budget or new sources of financing are found. A summary of all completed projects compared to budget is enclosed. This summary serves as the 4th quarter variance report for the Capital Fund and outlines proposed funding of Capital and CCBF projects.

Background & Discussion

Many of the 2024/25 capital projects were budgeted to be funded from Reserve funds. Under Section 99 (4) of the Municipal Government Act, Council approval is required for all withdrawals from capital reserves. As well, Council must approve all CCBF expenditures as per the funding agreement. Compliance occurs when Council approves the capital budget that shows withdrawals from reserves to fund capital expenditures. When funding changes are made at year end, Council should be made aware of them, and approval should be sought.

Strategic Focus

N/A

Budget/Financial Implications

Several projects were completed under budget, some were over budget, re-evaluated or deferred to a future year. Of the \$11,595,536 approved 2024/25 Capital Budget, projects in the amount of \$5,605,299 were completed.

Financing of these projects included, \$2,323,257 in Provincial and Federal Grants, \$1,477,214 from General Operating Reserves, \$189,697 from Depreciation Reserves, \$387,854 from Sewer Reserves, \$112,307 from Open Space Reserves, \$43,452 from the Climate/Sustainability Reserve, and \$25,185 from the SNSMR reserve.

CCBF spending for 2024/25 totals \$1,046,333 consisting of contributions to Non-owned Trails \$73,328, Rural Broadband Project Costs \$121,085, Paved Shoulders in Martin's River \$866,456 and a \$14,536 adjustment to paving costs for Southside Road (a 2018 Provincial paving partnership project where the invoice was received in 2024). These costs are recorded in the Operating Fund as they are contributions to non-owned infrastructure.

2023-24 Project Funding Reallocation:

The Sustainable Services Growth Fund (SSGF) was a grant from the Province received in March 2023. The SSGF approved funding had to be fully expensed by March 31, 2025. Staff had previously proposed and budgeted to use this fund to offset municipal costs for the Cookville Wastewater Treatment Plant upgrade. However, with other funding being made available for this project (MCGP funding and the re-allocation of the Pedestrian Bridge ICIP funding), staff recommend that the SSGF be applied to 2023-24 completed & eligible capital projects previously funded from General Operating Reserves: Osprey Village Trail Connector & New Germany I&I. Since the SSGF has been held in the Capital reserve fund, a re-allocation of \$1,205,260 would be made to the General Operating Reserves. The Province does not require a Council motion for this funding allocation.

Climate Change/sustainability

N/A

Inclusion Diversity equity and Accessibility (IDEA@MODL)

N/A

Strategic Communications

N/A

Work plan

N/A

Alternatives

Council can approve the funding recommendations or direct staff to make adjustments.

Conclusion

Staff has made this recommendation to ensure compliance with the Municipal Government Act and the Federal CCBF Agreement.

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		Proposed Funding Notes	Budget	Actual	2024-25 Proposed Funding				
			2024/25	2024-25	CCBF	Grants	Depreciation	General Reserves	Restricted Reserves
Climate Change Action Plan									
Facility & Energy Assessment CES Building	Funded as budgeted	50,000	43,157				43,157		
Solar Panels - Conquerall Bank WWTP	Funded as budgeted	50,000	31,975					31,975	
Community Solar Garden - Site Selection & design	Budget was for all partners - actual spent is MODL share. CCH grant received	500,000	272,886		19,419		253,467		
EV Fleet Chargers	Grant received from Clean Foundation. Balance funded as budgeted	235,000	228,555		30,000		198,555		
Climate Change Action Plan Subtotal		835,000	576,573	-	49,419	-	495,179	31,975	-
Osprey Village Growth Centre									
Public Transit - Osprey Village	Carried over from prior year. Funded as budgeted.	-	4,034		3,069		965		
Land Acquisition & access to facilitate deliveries	Not required	160,000	-						
Enhancement Plan	Grant received for 50% funding up to \$25,000. Balance funded from reserves as budgeted.	75,000	20,453		10,227		10,227		
E-permitting platform	Carried over to next fiscal year	150,000	-						
Osprey Village Water Tower - Year 1 of 3 (Site Selection, Design & Site Prep)	Project delayed	800,000	-						
WWTP Cookville Plant Expansion Year 1 of 3 (award tender & start construction)	Funded as budgeted \$73.33% ICIP + 50% MCGP (received & in capital reserve)	4,000,000	2,466,965		2,138,202		-	328,763	
WWTP Cookville I&I investigation	As budgeted from Sewer Reserves	40,000	9,090					9,090	

5 Year Capital Investment and Canada Community-Building Fund Plan		Proposed Funding Notes	Budget	Actual	2024-25 Proposed Funding				
			2024/25	2024-25	CCBF	Grants	Depreciation	General Reserves	Restricted Reserves
Nathan Cirillo Pumpstation Backup Power - Year 1 of 2 (design & begin construction)	Design delayed - most costs in 2025/26	100,000	417				417		
<i>Subtotal Osprey Village Growth Centre</i>		5,325,000	2,500,960	-	2,151,497	-	11,608	337,854	-
Other Infrastructure Projects									
Municipal Services Building Warranty Repairs	Continue to use own funds until warranty claim can be made	250,000	88,086				88,086		
Office reconfiguration	Funded as budgeted	100,000	67,642			67,642			
Tax Bill Portal	As budgeted from SNSMR Reserve	30,000	25,185					25,185	
Internet - Final Year of Connectivity Strategy	Funded as budgeted	249,000	121,085	121,085					
J Class Roads (NSPW paving Partnership)	Credit is differential from prior project accrued in 2018 (paving Southside Road)	700,000	(14,536)	(14,536)					
Centre School ESA Assessments	Funded as budgeted	100,000	86,996				86,996	-	
Green Compost Carts - annual purchase	Funded as budgeted	60,000	57,683				57,683		
<i>Subtotal Other Infrastructure Projects</i>		1,489,000	432,142	106,549	-	67,642	232,765	25,185	-
Re-Create! Parks									
Wayfinding (Directional/Visual Signage to MODL Assets) * Multi-year project to install signage at municipal parks & trails	BSP Grant received. Balance of funding as budgeted	425,000	85,108		25,000		60,108		

5 Year Capital Investment and Canada Community-Building Fund Plan		Proposed Funding Notes	Budget	Actual	2024-25 Proposed Funding				
			2024/25	2024-25	CCBF	Grants	Depreciation	General Reserves	Restricted Reserves
Rec Assets Accessibility Audit & Implementation	Grant received for accessible equipment. Balance funded as budgeted.	260,000	96,721		7,633		89,088		
Mush-a-Mush vault washroom facilities	Funded as budgeted	190,000	39,798				39,798		
Park Standards Upgrades									
Park Bench, picnic tables & bollards Installations	Funded as budgeted (overage from accessibility budget above)	90,000	117,078				117,078		
Indian Falls Stairs - Design	Able to re-allocate \$45,000 pickleball grant funding to this project. Balance of project funded as budgeted.	30,000	-						
Indian Falls Stairs - Installation		300,000	133,206		45,000		88,206		
Oakland Conservation Area Improvements	Funded as budgeted	35,000	13,422				13,422		
Subtotal Re-create! Parks		1,330,000	485,332	-	77,633	-	407,699	-	-
Recreation Infrastructure									
MARC Ballfields - grub							-		
Recreation Truck - Tourism & Events							-		
Annual contribution to Trail Groups	Funded as budgeted	74,836	73,328	73,328					
Art on the Trail/in the Parks	Project carried over to next fiscal year	30,000	-						
Arthur Young Trail	Funded as budgeted	10,000	6,673				6,673		
MARC existing Trail Upgrade	Funded as budgeted	30,000	32,801				32,801		

5 Year Capital Investment and Canada Community-Building Fund Plan Proposed Funding Notes		Budget	Actual	2024-25 Proposed Funding					
		2024/25	2024-25	CCBF	Grants	Depreciation	General Reserves	Restricted Reserves	Other 3rd Party
MARC Playground Equipment	Funded from reserves as approved by Council	-	102,585				102,585		
Land Purchases - Open Space (from Open Space reserve)	Funded as budgeted & approved by Council	50,000	99,602					99,602	
Land Purchases - Conservation (from Sustainability reserve)	Funded as budgeted & approved by Council	50,000	11,477					11,477	
Pinegrove park	Funded from Pinegrove Park reserves as approved by Council	-	12,705					12,705	
Sawpit Park	Funded as budgeted	38,700	30,587				30,587		
AT Paved Shoulders	Recommend use CCBF funding as none used for NSPW road paving	870,000	866,456	866,456					
AT Plan - implementation	Small carry over from prior year	-	1,869				1,869	-	
Para-sport equipment - wheelchairs & storage trailer	Funded as budgeted	47,000	44,707		44,707				
E Bike Feasibility Study & Implementation	Carried over to next fiscal year	41,000	-						
Subtotal Recreation Infrastructure		1,241,536	1,282,791	939,784	44,707	-	174,516	123,784	-
Wastewater Treatment Projects									
WWTP - Annual Large Pump Rebuilding/Replacement Program	Funded as budgeted	15,000	11,897			11,897			
Conquerall Bank - I&I Study	Project RFP awarded \$52,000 + HST See Engineering Dept memo re: cost overage	50,000	67,786				67,786		

5 Year Capital Investment and Canada Community-Building Fund Plan Proposed Funding Notes		Budget	Actual	2024-25 Proposed Funding					
		2024/25	2024-25	CCBF	Grants	Depreciation	General Reserves	Restricted Reserves	Other 3rd Party
Conq Bank - caustic soda system improvements	Funded as budgeted	350,000	55,886			55,886			
WWTP NG Inflow & Infiltration Mitigation	Funded as budgeted	900,000	104,271			54,271		50,000	
Portable Backup Power for Pumpstations	Funded as budgeted	60,000	87,661				87,661		
Subtotal Wastewater Treatment Projects		1,375,000	327,502	-	-	122,055	155,447	50,000	-
TOTAL PROJECT COST		\$ 11,595,536	\$ 5,605,299	\$ 1,046,333	\$ 2,323,257	\$ 189,697	\$ 1,477,214	\$ 568,797	\$ -
Funding Summary		BUDGET	ACTUAL	<p>With the MCGP funding received for Cookville WWTP upgrade, and the re-allocation of the Pedestrian Bridge ICIP funding to this project, staff recommend that the SSGF be applied to 2023-24 Capital projects previously funded from General Reserves. Osprey Village Trail Connector & New Germany I&I. Total SSGF to General Reserves: \$1,205,260. The Province does not require a Council motion.</p>					
<i>Depreciation Reserve (asset replacement)</i>		795,000	189,697						
<i>General Operating Reserve</i>		3,227,918	1,477,214						
<i>Climate/Sustainability Reserve</i>		100,000	43,452						
<i>Sewer Reserve</i>		406,800	387,854						
<i>Open Space Reserve</i>		50,000	112,307						
<i>SNSMR</i>		30,000	25,185						
Subtotal Municipal Cost of Projects		4,609,718	2,235,708						
Subtotal Debt Financing		-	-						
<i>Canada Community-Building Fund (CCBF)</i>		1,158,036	1,046,333						
<i>Grants & SSGF</i>		4,971,114	2,323,257						
<i>Other - 3rd party contributions (incl. \$880,000 LCCF for solar garden)</i>		856,668	-						
Total Funding		\$ 11,595,536	\$ 5,605,299						