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## Municipal Council Meeting Agenda

Tuesday, October 14, 2025 – 6:00 p.m.

Conquerall Bank Fire Department, 2228 Conquerall Road, Conquerall Bank, NS

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 - September 23, 2025
6. Business Arising from Minutes
7. Awarding of Tenders/RFPs
- 7.1 Award of RFP #2025-05-401 Municipal Activity Recreation Complex (MARC) and Wiles Lake Park Community Plans and Conceptual Designs ..... 1-3
- 7.2 Award of Tender #2025-05-001 Miller Point Peace Park Trail Construction ..... 4-6
8. Presentations/Scheduled Times – Nil
9. Consideration of Correspondence - Nil
10. Recommendations from Committees & Boards
- 10.1 Finance Committee 7
- 10.1.1 Amendments to Policy 012 Tax Exemption/Reduction..... 8-17
- 10.1.2 Tax Billing Options – Postal Strike..... 18-20
- 10.1.3 Designated Community Fund Request – Friend of Cherry Hill Old Cemetery..... 21-22
- 10.2 Mayors, Wardens, Deputy Mayors & Deputy Wardens Committee
- 10.2.1 Amendments to Anti-Racism & Anti-Discrimination Advisory Committee (ARADAC) Terms of Reference..... 23-31
- 10.2.2 Appointment to Anti-Racism & Anti-Discrimination Advisory Committee ..... 32-35
- 10.2.3 Appointment to Lunenburg County Accessibility Advisory Committee (LCAAC) ..... 32-35

- 11. Staff Reports
  - 11.1 Planning & Development
    - 11.1.1 Local Climate Change Action Plan – Annual Progress Report & Evaluation..... 36-120
    - 11.1.2 Development Agreement Application re Proposed Cluster Development, Wileville..... 121-122
  - 11.2 Administration
    - 11.2.1 Award of Comfort Centre Grant – West Side United Church..... 123-124
- 12. Mayor’s/Deputy Mayor’s/Councillors’ Matters
  - 12.1 MJSB Update
  - 12.2 Region 6 Update – Councillor Moore
  - 12.3 Financial Relief/Support for Laundry costs – Councillor Oickle..... 125
  - 12.4 Lunenburg County Senior Safety Committee Report – Councillor Smith..... 126-132
  - 12.5 South Shore Library Board Report – Councillor Smith ..... 126-132
  - 12.6 Deputy Mayor’s Update
  - 12.7 Mayor’s Update
- 13. Added Items
- 14. In Camera - Nil
- 15. Adjournment

**Council**  
Item #7.1  
Date: October 14, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg

### Request for Decision

Report to: Municipal Council  
Submitted by: Trudy Payne, Director of Recreation, Parks & Tourism  
Date: October 14, 2025  
Re: MARC and Wiles Lake Park Community Plan and Conceptual Design  
RFP # 2025-05-401

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#### Recommendation

That Council for the Municipality of the District of Lunenburg award the request for proposals for the development of a community plan and conceptual design for the Municipal Activity Recreation Complex (MARC) and Wiles Lake Park (RFP # 2025-05-401) to Glenn Group Landscape Architects and Project Managers in the amount of \$105,380 plus HST.

#### Executive summary

The 2024-2025 capital budget included \$130,000 to develop a Community Plan and Conceptual Design for the Municipal Activity Recreation Complex (MARC) and Wiles Lake Park. The RFP was advertised in early September with a closing date of September 29, 2025. The RFP was posted on the Provincial Procurement site. Multiple firms reached out with questions. At the closing date and time three proposals were received. This project is to conduct an extensive community consultation process, that will help shape a community concept plan for the MARC and Wiles Lake. It is about re-imagining how these regional parks can continue to serve the residents of the district and visitors to the area.

#### Background

The MARC is classified as one of the Municipality's regional parks. It has been part of MODL's park system since the 1980's. It is unique in that it offers both indoor and outdoor spaces such as ballfields and mountain bike trails.

Wiles Lake Park is also one of the Municipality's regional parks. This site was a former DNR Depot and traditionally used as a swimming site. This site is primarily used for swimming, canoeing, kayaking, and picnicking. The local fire departments also use the site for training and for the hydrant on site.

### Discussion

Three proposals were received in total by the September 29, 2025 deadline.

The proposals were reviewed and scored using the criteria and scoring as outlined in the RFP. The following are the firms that bid, including their cost proposals (excluding HST) and scoring.

Glenn Group Landscape Architects and Project Managers	92.3	\$105,380
Mills and Wright Landscape Architecture	91.4	\$99,810
Fathom Studio	90.3	\$99,465

The three proposals were reviewed by members of the Project Management Committee, which consists of three Municipal staff. The Committee supports the recommendation of staff in awarding the RFP to Glenn Group Landscape Architects and Project Managers.

The remaining funds from the allocated \$130,000 budget will be utilized to support other project-related expenses, including, but not limited to, promotions, room rentals, and refreshments.

### Strategic Focus

Enhancements to our park systems within the Municipality aligns with Councils strategies priorities of Quality of Life, and Infrastructure Upgrades, Expansion, and Management.

### Budget/Financial Implications

In the 2025/26 Capital Budget, Council approved a total of \$130,000 combined for these two projects.

### Climate Change/sustainability

NA

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

MODL is committed to making our community more inclusive, diverse, equitable and accessible (IDEA). The Municipality is committed to creating welcoming and accessible park spaces that can be safely and fully enjoyed by all users, regardless of age or ability.

### Strategic Communications

Public engagement is an important aspect of this project's implementation and is included within the scope of work, with a detailed plan incorporated into the submission proposal.

### Work plan

Issuing an RFP to hire a consulting firm to conduct community consultation, develop a community plan with recommendations and an implementation plan is part of the Recreation, Parks and Tourism's Department workplan.

### Alternatives

Option 1: Award the RFP to an alternate submission

Option 2: Do not award the RFP.

### Conclusion

Staff are recommending that the RFP # 2025-05-401 to Glenn Group Landscape Architects and Project Managers who received the highest overall score.

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

**Council**  
Item 7.2  
Date: October 14, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg

### Request for Decision

Report to: Council  
Submitted by: Maria Butts, Project Manager  
Date: October 14, 2025  
Re: Award of Tender 2025-05-001 – Miller Point Peace Park Trail Construction

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#### Recommendation

That Council authorize staff to award Tender 2025-05-001 – Miller Point Peace Park Trail Construction to W. Gerhardt Property Improvement in the amount of \$368,534.55 excluding HST.

#### Executive summary

Tender 2025-05-001 was issued to seek bids from qualifying contractors to construct a new accessible trail and complete accessible upgrades to an existing trail loop at Miller Point Peace Park. Four bids were received by closing and three met submission requirements and were accepted. The lowest bid of \$368,534.55 (excluding HST) was submitted by W. Gerhardt Property Improvement. \$330,000.00 remains in the 25/26 approved Miller Point Peace Park Capital Budget to complete the works outlined in the tender. When adding in the applicable HST, the lowest bid exceeds this amount by \$52,750.40. Staff originally determined that these upgrades would be funded through grants and the CCBF, the additional money needed to award this contract is available in the CCBF fund.

#### Background

Miller Point Peace Park is one of the most visited MODL spaces with a high potential for accessibility. The park was included in the accessibility audits completed in 2024. The purpose of the audits was to understand existing conditions and find opportunities to reduce barriers and create accessible features to enhance the user experience. For Miller, the report proposed

enhancing accessible offerings by upgrading an existing loop to meet accessibility standards and constructing a new accessible trail to connect the outer and inner parking lots. New users will be able to enjoy the park, and the new trail will ensure all users can safely navigate between parking areas and the trail system.

Council authorized staff to award RFP 2025-01-404 - Design, Tender and Construction Support Services for Miller Point Peace Park Accessible Trails to DesignPoint Engineering & Surveying Ltd. on May 27, 2025. Since that time, DesignPoint has completed the detailed design and tender package. The tender was posted on September 18, 2025, to seek a qualified contractor to construct the new accessible trail and perform the required upgrades on the existing trail loop. Should Council authorize the award of Tender 2025-05-001, DesignPoint will provide construction oversight and contract administrative support services for the duration of construction.

### Discussion

Tender 2025-05-001 Miller Point Peace Park Trail Construction was posted on September 18, 2025 and closed on October 2, 2025. Four bids were received by the deadline and three met the submission requirements and were accepted. The summary of the accepted bids is shown in Table 1 below:

Contractor	Cost (excl HST)
Dexter Construction Company Ltd.	\$ 638,310.00
I.T.S. Construction Inc.	\$ 426,117.00
W. Gerhardt Property Improvement	\$ 368,534.55

Table 1 – Accepted Bids

The lowest bid was submitted by W. Gerhardt Property Improvement of Lunenburg County.

### Strategic Focus

The addition of an accessible trail network in Miller Point Peace 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, among others within Miller Point Peace Park, has been included in the approved Capital Budget with allocated funding of \$478,000. Staff anticipate receiving upwards of \$150,000 of grant funding to go towards the accessible trail construction project. After completing the installation of the accessible kayak launch and design of the trails, \$330,000.00 remains in the budget to go towards construction works outlined in the tender. If

council approves the award of Tender 2025-05-001, the total costs for works in Miller Point Peace Park will exceed the allocated budget by \$52,750.40. The additional amount required to cover this cost is available in the CCBF.

### 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 trails at Miller Point Peace Park will increase access to high quality public services for all users.

### Strategic Communications

N/A

### Work Plan

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

### Alternatives

Not proceed with the award and re-evaluate project delivery options.

### Conclusion

Staff recommend awarding Tender 2025-05-001 – Miller Point Peace Park Trail Construction to W. Gerhardt Property Improvement. The scope of work under this tender will see accessible upgrades to 370m of existing trail and will add 465m of new accessible trail to the park. This is an opportunity to reduce barriers and enhance the experience for all those who recreate within Miller Point Peace Park.

Report Preparation	
Department	Engineering and Public Works
Report Prepared by	Maria Butts, PMP
Report Approved by	Project Management Committee – Recreation Capital Projects
Date Reviewed by C.A.O.	

**Council**  
Item: 10.1  
Date: October 14, 2025  
Authorization: T. MacEwan



## Memorandum

To: Her Worship, Mayor McLean-Wile and Councillors  
From: Chairperson & Members of the Finance Committee  
Date: October 7, 2025  
Re: Recommendations of the Finance Committee

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The Finance Committee, in session on Tuesday, October 7, 2025, made the following recommendation(s) to Council:

1. "that the Finance Committee recommends to Municipal Council that Council approve the amendments to Policy 012 as presented and hereby gives seven (7) days' notice that the proposed amendments will be considered at the October 14, 2025, Council meeting." 9.1.2 Postal Strike and Tax Billing Options".
2. "that the Finance Committee recommends to Municipal Council that Council approve the temporary reduction of the interest rate charged on overdue property taxes to 0%, until 30 days after the end of the nation-wide strike of the Canadian Union of Postal Workers, at which time the 10% interest rate, as per Policy 009, would resume on overdue amounts."
3. "that the Finance Committee recommends to Municipal Council that Council grant the Friends of Cherry Hill Old Community Cemetery \$95.00 as per the Designated Community Project Fund Policy 048."

Respectfully submitted,

Chairman and Members  
Finance Committee  
/trb  
Attachment

**Council**  
Item: 10.1.1  
Date: October 14, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg

### Report to Council

Report To: Mayor and Council  
Submitted By: April Whynot-Lohnes  
Date: October 14, 2025  
Re: Proposed Amendments to Policy 012 Tax Exemption/Reduction

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The Finance Committee, in session on October 7, 2025, reviewed the proposed amendment to Policy 012 Tax Exemption/Reduction and made a motion to give notice of its intention to approve the amendments at the October 14, 2025 Council meeting.

The proposed amendment is to replace "Council" with "Municipal Treasurer" in Section 3 Policy re Tax Exemption – Building Destroyed for a more efficient process. The Policy has also been revised to include accessible language.

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 Policy 012, with the proposed amendments, will be presented for Council's approval at the October 14, 2025 Council meeting. The Finance Committee meeting of October 7, 2025 was considered as Council's notice.

If Council approves of the proposed amendments to Policy 012, the following motion would be necessary:

"that Municipal Council approve the proposed amendments to MODL Policy 012 Tax Exemption/Reduction, as presented".

Report Preparation	
Department	Administration
Report Prepared by	April Whynot-Lohnes, Municipal Clerk
Report Approved by	
Date Reviewed by C.A.O.	

## Municipality of the District of Lunenburg

Policy Details	
Name	Tax Exemption/Reduction
Number	012
Legislative Authority	MGA s. 71(1) or 71(2)
Effective Date	October 14, 2025

### Purpose

- 1 (1) The purpose of this Policy is to provide tax relief of current taxes:
  - a) for certain qualifying non-profit organizations as defined in the Partial and Full Tax Exemption By-laws
  - b) to the extent that the Municipal Treasure considers appropriate, a reduction or adjustment may be made to the taxes payable on a building destroyed or partially destroyed by fire, storm, or other cause.
- (2) This Policy does not provide any exemption from area rates.

### Policy re Tax Exemption – Non-profit Community Organizations

- 2 (1) It is the intention of the Municipality of the District of Lunenburg to provide partial or full tax exemption to certain qualifying non-profit organizations demonstrating service to the community at Council's discretion.
- (2) A major consideration for qualification of tax exemption will be the service the organization provides to the community.
- (3) To be eligible to be placed on Schedule AA@ or AA-1@ of the Tax Exemption By-law, the owner of the property must meet the requirements of Section 71(1) or 71(2) of the Municipal Government Act and Council must pass a motion authorizing the addition of that organization's property to the Schedule relating to the appropriate By-law.
- (4) When a property listed in Schedule AA@ or AA-1@ of the Tax Exemption By-law ceases to be owned by the organization named or ceases to be used for the purpose for which the exemption was granted, then the exemption must cease and the owner will immediately be liable for the full property tax on the entire property for the remainder of the current taxation year and all future taxation years.
- (5) Awards for tax exemptions are for a three year period. Renewal is required every three years. Any tax exemption awarded is not retroactive. Awards do not cover tax

arrears. Final awards, renewals, and removals are subject to approval and motion by Municipal Council.

(6) New applications for full or partial tax exemption must be received prior to February 28 of each year for the upcoming taxation year. All applicants are responsible for area rates, arrears of taxes and any interest levied on arrears.

(7) Renewals require that the applicant send the following information to the Municipality:

- a) a completed renewal form
- b) an updated list of the Board of Directors, and
- c) a brief report of programs outlining the benefit to the community

### Policy re Tax Exemption – Building Destroyed

3 (1) It is the intention of the Municipality of the District of Lunenburg to implement a reduction, of the property taxes payable on a building that has been destroyed or partially destroyed by fire, storm, or other causes, where the property assessment does not reflect the damage and to provide for the reimbursement of any overpayment resulting from the reduction. These reductions do not apply to tax arrears or area rates.

(2) To be eligible for such a reduction, the owner of the property must apply to the Municipality and provide satisfactory evidence of such damage. The current assessment on the property cannot reflect this decrease in value due to the damage.

(3) The Municipal Treasurer is authorized to approve all reductions upon receipt of the required documentation as outlined in this policy.

(4) To calculate the reduction, the Tax Clerk will request the Director of Assessment to value the property, considering the proof of damage. Furthermore, the Tax Clerk is authorized to provide for the reimbursement of any overpayment resulting from the reduction once approval is received from the Municipal Treasurer.

(5) Reductions require the applicant to forward the following information to the Municipality:

- a) a completed "damage building" form, and
- b) supporting documentation as proof of damage or loss.

Policy Adoption	
Date of Original Passage	August 14, 2001
Date of Notice of Intent to Consider	October 7, 2025
Date of Council Approval	October 14, 2025
Date of Effective Date (if different from approval date)	
I certify that this Policy 012 Tax Exemption/Reduction was amended by Municipal Council as indicated above.	
Signature of Municipal Clerk	Date

Version	Amendment Description	Approval Date
Original V1	Tax Exemption/Reduction	Aug 14, 2001
V2	Amended to allow for refunds under \$500 be approved by Treasurer and to reflect current practice of calculating reduction when processing applications.	July 11, 2017
V3	Amended to change authority to approve reductions from Council to the Municipal Treasurer, renumbering, plain language and accessibility formatting.	Oct 14, 2025

Copy



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Finance Committee  
**Submitted by:** Elana Wentzell, CPA, CMA, Director of Finance  
**Date:** 2025-10-07  
**Re:** Proposed Amendments to Policy 012 – Tax Exemption/Reduction

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#### Recommendation

The Finance Committee recommends that Municipal Council approve the amendments to Policy 012 as presented and hereby gives seven (7) days' notice that the proposed amendments will be considered at the October 14, 2025, Council meeting.

#### Executive summary

The Tax Exemption/Reduction Policy 012 allows a resident to make application for property tax relief when a property is destroyed by fire or other natural disaster. When an application results in a property tax reduction of over \$500, it requires a Council motion to adjust to the current tax bill. Because staff make these adjustments based on a re-assessment of the property's value by Property Valuation Services Corporation (PVSC), administering the policy would be more efficient for the applicant if the Municipal Treasurer could approve all qualifying applications.

#### Background

MGA Section 69A (1) states that the council may, by policy, provide for the reduction, to the extent that the council considers appropriate, of the taxes payable with respect to property if a building situate on the property has been destroyed or partially destroyed by fire, storm or otherwise and the assessment of the property does not reflect that the building has been destroyed or partially destroyed, and provide for the reimbursement of any overpayment resulting from the reduction.

### **Discussion**

Policy 012 was developed so a property destroyed by fire or other natural disaster is eligible for a reduction in property taxes if proof of claim is received and if the PVSC makes an assessment change based on the damage. Staff calculate the tax reduction based on PVSC's re-assessment of the property and pro-rate the amount based on the date of the event. The current policy states that Council must approve this reduction by motion if the value is over \$500. These applications and subsequent refunds may be unduly delayed in seeking a Council motion even though the calculation is straight forward.

### **Strategic Focus**

A change in this policy would make it easier for staff to process an application in a timely manner when the property owner may already be in some distress. Improving the quality of life for residents is a strategic priority of Council.

### **Budget/Financial Implications**

There is an annual budget for property reductions based on this policy.

### **Climate Change/sustainability**

N/A

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

The policy has been updated to plain language to make it more accessible.

### **Strategic Communications**

N/A

### **Work plan**

Administering this policy is part of the existing work plan in the Finance Department.

### **Alternatives**

Council could choose to accept the proposed changes or make other changes it deems necessary to the policy.

**Conclusion**

Staff believe that the proposed changes to this policy will make the administration of the policy more streamlined and allow for residents to receive tax relief in a timelier manner.

<b>Report Preparation</b>	
<b>Department</b>	Finance
<b>Report Prepared by</b>	Elana Wentzell
<b>Report Approved by</b>	
<b>Date Reviewed by C.A.O.</b>	



## Municipality of the District of Lunenburg

Policy Details	
Name	Tax Exemption/Reduction
Number	012
Legislative Authority	MGA s. 71(1) or 71(2)
Effective Date	

### Purpose

- 1 (1) The purpose of this Policy is to provide tax relief of current taxes ~~for~~:
  - a) For certain qualifying non-profit organizations as defined in the Partial and Full Tax Exemption By-laws
 

to the extent that the Municipal Treasurer considers appropriate, a reduction or adjustment may be made to ~~of~~ the taxes payable on a building destroyed or partially destroyed by fire, storm, or otherwise causes.(2) This Policy does not provide any exemption from area rates.

### Policy re Tax Exemption – Non-profit Community Organizations

- 2 (1) It is the intention of the Municipality of the District of Lunenburg to provide partial or full tax exemption to certain qualifying non-profit organizations demonstrating service to the community at Council’s discretion.
  - (2) A major consideration for qualification of tax exemption will be the service the organization provides to the community.
  - (3) To be eligible to be placed on Schedule AA@ or AA-1@ of the Tax Exemption By-law, the owner of the property must meet the requirements of Section 71(1) or 71(2) of the Municipal Government Act and Council must pass a motion authorizing the addition of that organization’s property to the Schedule relating to the appropriate By-law.
  - (4) When a property listed in Schedule AA@ or AA-1@ of the Tax Exemption By-law ceases to be owned by the organization named or ceases to be used for the purpose for which the exemption was granted, then the exemption ~~shall~~ must cease and the owner ~~shall~~ will immediately be liable for the full property tax on the entire property for the remainder of the current taxation year and all future taxation years.
  - (5) Awards for tax exemptions are for a three year period. Renewal is required every three years. Any tax exemption awarded is not retroactive. Awards do not cover tax

arrears. Final awards, renewals, and removals are subject to approval and motion by Municipal Council.

(6) New applications for full or partial tax exemption must be received prior to February 28 of each year for the upcoming taxation year. All applicants are responsible for area rates, arrears of taxes and any interest levied on arrears.

(7) Renewals require that the applicant send the following information to ~~staff of the~~ Municipality:

- a) a completed renewal form,
- b) an updated list of the Board of Directors, and
- c) a brief report of programs outlining the benefit to the community.

### **Policy re Tax Exemption – Building Destroyed**

3 (1) It is the intention of the Municipality of the District of Lunenburg to implement ~~effect~~ a reduction, , of the property taxes payable on a building that has been destroyed or partially destroyed by fire, storm, or ~~other~~ ~~wise~~ causes, where the property assessment ~~of the property~~ does not reflect ~~this~~ the damage and to provide for the reimbursement of any overpayment resulting from the reduction. These reductions do not apply to ~~cover~~ tax arrears or area rates.

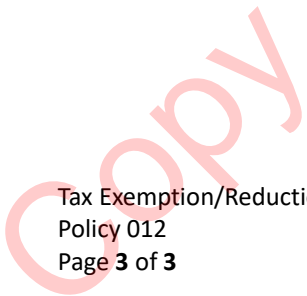
(2) To be eligible for such a reduction, the owner of the property must apply to the Municipality and provide satisfactory evidence of such damage. The current assessment on the property cannot reflect this decrease in value due to the damage.

(34) The Municipal Treasurer is authorized to approve all reductions upon receipt of ~~based on receiving~~ the required documentation as outlined in this policy.

(46) To calculate the reduction, the Tax Clerk ~~shall~~ must request the Director of Assessment to value the property, considering the proof of damage. Furthermore, the Tax Clerk is authorized to provide for the reimbursement of any overpayment resulting from the reduction once approval is received from Municipal Treasurer ~~approval is received~~.

Reductions require the applicant to ~~send~~ forward the following information to the ~~staff of the~~ Municipality:

- a) a completed “damage building” form, and
- b) supporting documentation as proof of damage or loss.



<b>Policy Adoption</b>	
<b>Date of Original Passage</b>	August 14, 2001
<b>Date of Notice of Intent to Consider</b>	<del>July 4, 2017</del>
<b>Date of Council Approval</b>	<del>July 11, 2017</del>
<b>Date of Effective Date</b> (if different from approval date)	<del>July 11, 2017</del>
<b>I certify that this Policy 012 Tax Exemption/Reduction was adopted by Municipal Council as indicated above.</b>	
<b>Signature of Municipal Clerk</b>	<b>Date</b> <del>July 11, 2017</del>

<b>Version</b>	<b>Amendment Description</b>	<b>Approval Date</b>
<b>Original V1</b>	Tax Exemption/Reduction	Aug 14, 2001
<b>V2</b>	Amended to allow for refunds under \$500 be approved by Treasurer and to reflect current practice of calculating reduction when processing applications.	July 11, 2017
<b>V3</b>	Amended to replace Council with Municipal Treasurer approval for property tax reductions in the Building Destroyed Section 3	Oct xx, 2025

**Council**  
Item: 10.1.2  
Date: October 14, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg Request for Decision

**Report to:** Finance Committee  
**Submitted by:** Elana Wentzell, CPA, CMA, Director of Finance  
**Date:** 2025-10-07  
**Re:** Postal Strike and Interest Charged on Final Tax Bills

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### Recommendation

The Finance Committee recommends that Municipal Council approve the temporary reduction of the interest rate charged on overdue property taxes to 0%, until 30 days after the end of the nation-wide strike of the Canadian Union of Postal Workers, at which time the 10% interest rate, as per Policy 009, would resume on overdue amounts.

### Executive summary

On September 25, 2025, the Canadian Union of Postal Workers went on a nation-wide strike. The final tax bills have been printed but cannot be mailed until the strike is over.

In response to the postal strike, staff are offering to print bills at the front counter, email bills or give balances due over the phone. This information has been shared across social media channels, radio ads and the Municipal e-newsletter.

### Background & Discussion

Section 117 of the Municipal Government Act states that tax bills are to be personally served or mailed to the address shown on the assessment roll. A tax bill may also be served by electronic means instead if the person to whom the tax bill is addressed has agreed in writing to receive tax bills in this manner. The current options offered meet the legislative requirements of the MGA.

Because of the postal strike, some taxpayers are questioning the due date of taxes and interest that will be charged on November 1 if payment is not received. Interest on overdue taxes is charged based on Council Policy 09. Because interest on overdue taxes is a policy of Council, Council may decide to suspend interest for a period of time.

- In June of 2020, due to the COVID-19 pandemic, Council set the interest rate charged on overdue property taxes at 0%. This came into effect on September 1, 2020, and continued through March 31, 2021.

Council can decide to provide similar interest relief due to the mail strike. It is important to note that any changes to the interest rate would be system-wide and affect all overdue accounts.

### **Strategic Focus**

Municipalities collect property taxes to provide services to residents, thus enhancing their Quality of Life. The timing of the postal strike has put some undue pressure on residents to ensure their bill is paid on time without the ability to receive or pay that bill through the mail. Staff are committed to helping all residents and suggest that delaying interest charges on overdue tax bills may provide some peace of mind to those who rely on the postal service.

### **Budget/Financial Implications**

The budget includes amounts for interest on overdue taxes. This line item would be affected by a reduction in interest charged on overdue taxes. As well cash flow will be affected. The Municipality is in a good financial position, and the cash flow will be monitored.

If interest charged on overdue taxes was delayed, the lost revenue could result in an Operating deficit that would have to be funded utilizing operating reserves. The interest earned on overdue taxes is budgeted at \$280,000. Staff estimate that lost interest revenue could be up to \$65,000 per month if 30% of the final tax bills remain uncollected at the end of October.

### **Climate Change/sustainability**

NA

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

If interest was waived until the postal strike is resolved, it would take some pressure off residents who rely on the mail service to receive and pay their bills.

### **Strategic Communications**

Any information and Council decision regarding the tax bills will be shared across social media channels, radio ads, and the Municipal e-newsletter.

### Work plan

Finance and Corporate Services Staff are working diligently to answer the increased customer requests. Staff have been diverted from other assignments to alleviate the load and ensure taxpayers receive a timely response.

### Alternatives

Council may determine whether to reduce interest on overdue taxes until the postal strike is resolved or leave the interest rate unchanged.

### Conclusion

The postal strike may not last, but in order to serve the public in an efficient manner and alleviate undue pressure on taxpayers that rely on the mail service, staff suggest that interest relief be extended to all overdue taxes until the postal strike is resolved. Interest on overdue taxes at the Policy rate of 10% will resume 30 days after bills can be mailed.

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

**Council**  
Item: 10.1.3  
Date: October 14, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Mayor McLean-Wile & Municipal Council  
**Submitted by:** Trudy Payne, Director of Recreation, Parks, and Tourism  
**Date:** October 7, 2025  
**Re:** Designated Community Fund Project  
Friends of Cherry Hill Old Community Cemetery

---

#### Recommendation

That the Municipality of the District of Lunenburg grant the Friends of Cherry Hill Old Community Cemetery \$95.00 as per the criteria outlined in the Designated Community Project Fund Policy – MDL-48.

#### Executive summary

N/A

#### Background

Friends of Cherry Hill Old Community Cemetery are raising capital funds to cover costs to restore, preserve, and maintain the Cherry Hill Old Community Cemetery. Recently, there was a donation of \$100.00. The amount of \$95.00 is recommended as \$5.00 will be retained by MODL for administrative charges as per Policy MDL-48.

#### Discussion

N/A

#### Strategic Focus

This fund does not align with any of MODL's Strategic Priorities.

**Budget/Financial Implications**

There would be no implications to the budget.

**Climate Change/sustainability**

N/A

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

N/A

**Strategic Communications**

N/A

**Work plan**

This does not impact the department’s work plan.

**Alternatives**

The alternative would be to not issue the Friends of Cherry Hill Old Community Cemetery this funding.

**Conclusion**

The Designated Community Project Fund was developed and approved by MODL to aid non-profit groups in raising capital funds for projects.

Report Preparation	
Department	Recreation, Parks, and Tourism
Report Prepared by	Sandra Challis & Tissy Bolivar
Report Approved by	
Date Reviewed by C.A.O.	



# Request for Decision

## Corporate & Strategic Management

---

Subject: Staff Representation on Regional Committee

To:

Date Prepared: September 22, 2025

Origin: Antiracism & Diversity

Prepared by: Antiracism & Diversity Coordinator on behalf of ARADAC Regional Committee

Approved by:

### Recommended Motion

The ARADAC Committee recommend the revision of the terms of reference, allowing the chair to be selected from any member on the committee.

### Purpose

The ARADAC Committee requests Council approval to amend the Committee's Terms of Reference to allow any member, including non-Council members, to serve as Chair. This change aims to enhance inclusivity, broaden leadership opportunities, and recognize the contributions of all committee members. Council's decision is required to formalize this adjustment to the governance structure.

### Background

The ARADAC was established to advise Council on matters related to anti-racism and diversity coordinator. The current Terms of Reference (ToR) for ARADAC specify that only a Council-appointed member may serve as Chair. This structure was initially adopted to ensure alignment between committee direction and Council priorities.

ARADAC has evolved to include several highly engaged and knowledgeable community members with lived experience and/or subject matter expertise. Members of the Committee have expressed concern that the current restriction limits leadership opportunities for qualified and willing non-Council members and may inadvertently discourage broader participation or reduce the committee's effectiveness.

This issue has been raised at the previous committee meeting on Thursday, September 11<sup>th</sup>, 2025, where the Committee passed a motion recommending immediate amendment to the ToR to allow any member, regardless of Council affiliation, to be eligible for the role of Chair.

Other regional advisory bodies, including the Lunenburg County Regional Accessibility Advisory Committee, already allow any member of the Committee, regardless of Council status, to serve as Chair. This creates consistency with provincial and regional expectations for inclusivity in advisory governance structures.

The current Terms of Reference restrict the role of Chair to Council members only. ARADAC members have expressed that this limitation does not reflect the collaborative and community-driven nature of the committee. Historically, Council member(s) have served as interim-Chairs since the committee's establishment.

## Discussion/Analysis

### Findings & Rationale

- Leadership should be based on qualities like merit, lived experience, and demonstrated commitment to antiracism, not restricted to formal council status.
- Members of ARADAC bring valuable expertise and community trust, which are critical qualities for a Chair.
- Aligning the Terms of Reference with the Accessibility Advisory Committee ensures consistency across regional advisory committees.
- Supporting inclusivity in governance demonstrates the County's commitment to provincial obligations under the Nova Scotia Anti-Hate and Anti-Discrimination Act.

### Partner(s) Input

- ARADAC members have raised this concern directly.
- Comparative analysis with RAAC confirms that broader eligibility supports effective committee functioning.
- Community members have voiced expectations that advisory committees model equity in their own structures.

### Legal & Policy Considerations

- Nova Scotia's Anti-Hate and Anti-Discrimination Act requires municipalities to actively address systemic barriers, which includes governance structures.
- Allowing all members to be eligible for Chair is consistent with the Municipal Government Act provisions on advisory committees, which do not prohibit non-Council members from holding leadership roles.
- Aligns with Council's previous commitments to inclusivity, equity, and shared leadership.

### Recommendation on Behalf of Committee

That Council approve an immediate amendment to the ARADAC Terms of Reference to allow any member of the Committee, including but not limited to Council representatives, to serve as Chair.

### Rationale:

This change ensures consistency with other regional committees, fulfills obligations under provincial legislation, and strengthens ARADAC's credibility and inclusivity by reflecting the diversity of leadership within the committee.

### Options for Consideration

1. Approve the recommended change (Preferred Option)
2. Status Quo (No Change to Terms of Reference)

3. Defer decision for further staff review / public consultation

### Appendix

The current verbiage in the Terms of Reference:

#### *ARADAC Chair*

The Committee will be chaired by **one municipal councillor from one of the municipalities**. Vice Chairs will be appointed through vote of the ARADAC at the inaugural meeting. The Chair will facilitate the meetings with support from the Regional Coordinator, who will organize logistics, take minutes and support agenda development.

The proposed adjusted verbiage to the Terms of Reference:

#### *ARADAC Chair*

The Committee will be chaired by **any member of the committee**. Vice Chairs will be appointed through vote of the ARADAC at the inaugural meeting. The Chair will facilitate the meetings with support from the Regional Coordinator, who will organize logistics, take minutes and support agenda development.

# Terms of Reference

## The Lunenburg County Anti-Racism & Anti-Discrimination Committee

Municipality of Chester

Municipality of the District of Lunenburg

Town of Lunenburg

Town of Bridgewater

Town of Mahone Bay



## Section 1 - Purpose

The Lunenburg County Anti-Racism & Anti-Discrimination Advisory Committee (ARADAC) is established to advise the respective administrations and elected bodies of the Town of Lunenburg, Municipality of the District of Lunenburg, Municipality of Chester, Town of Bridgewater and Town of Mahone Bay to advance, strengthen, support, and unify the five municipal units in adopting and implementing Anti-Racism and Anti-Discrimination initiatives throughout the Region.

The ARADAC works with partners and communities to help lead and support anti-racism and anti-discrimination initiatives and promote equity, diversity and inclusion initiatives. They would work to identify and address systemic racism and inequity in government policy, legislation, programs and services.

## Section 2 - Authority

The ARADAC shall be appointed by each Council upon recommendation of Mayors and Wardens by application process via the Regional Coordinator and advise the Councils, the Coordinator and Chief Administrative Officers (CAOs) for each respective organization.

The ARADAC is an advisory body and is an opportunity to provide valuable perspectives and recommendations for consideration of each respective Council. The ARADAC is supported by a Regional Coordinator who will directly report to the CAO (or designate) of the host unit and will also be responsible to the CAOs (or designate) of each of the five (5) Councils when working for each municipal unit.

ARADAC may submit proposed amendments or updates to the Terms of Reference to the Regional Coordinator for consideration by the five (5) Councils.

The ARADAC may be dissolved by way of resolution of majority of participating Councils.

## Section 3 - Responsibilities

*The ARADAC is responsible to:*

- Provide ongoing advice, education, information and recommendations to the five Municipal Councils and staff on internal and external projects, initiatives, or policy via the Regional Coordinator.
- Develop and recommend to municipalities a regional action plan which will provide regional-level guidance and coordinated approaches and strategies on actions to be taken by the municipalities.
- Support the Regional Coordinator for Anti-Racism and Anti-Discrimination initiatives.
- Develop and propose an annual budget to the Regional Coordinator, to be reviewed and proposed to the five (5) Municipal Councils for consideration.
- Provide advice, when requested, on projects and policies undertaken by municipalities including municipal plans, development, human resource policies and other projects.



- Remain apprised and connected to new municipal, provincial and federal directives, regulations and initiatives that impact or intersect with Anti-Racism and Anti-Discrimination or funding opportunities.
- Collaborate with the Lunenburg County Accessibility Advisory Committee and Regional Accessibility Coordinator.
- Liaise with community members through regular engagement, maintain transparency, and provide a framework and platform for reporting back to the community.
- Collaborate and build relationships with community members and organizations that address Anti-Racism and Anti-Discrimination through events, programming, training and other forms of support.
- The Regional Coordinator may speak on behalf of the ARADAC and provide updates to respective councils. During the first year of the initiative, the Committee shall report to Councils once per quarter and thereafter, at least twice per year.

*Municipalities are responsible to:*

- Recruit and retain a Regional Coordinator.
- Adopt a cost-sharing model to assign budgetary commitments to each participating organization based on proposed budget from the Regional Coordinator.
- Identify and prioritize requests and recommendations and provide timelines for implementation, where applicable.
- Support and invest in the work of the ARADAC through staff and political participation.
- Consider and potentially implement recommendations from the ARADAC.
- Contribute ongoing budget and resources to the work of the ARADRC, as described in this Terms of Reference.
- Upon annual budget approval via municipalities, each CAO (or designate) will work with the Regional Coordinator to identify projects that will need to be reviewed or require input from the ARADRC.



## Section 4 - Membership

The ARADAC should reflect the diversity of the region, where possible, having first voice and diverse representation from youth, elders, Indigenous Mi'kmaq, African Nova Scotian, members of 2SLGBTQ+ community as well as Immigrants and Newcomers and others on the ARADRC.

With an emphasis on anti-racism and diversity, it must include authentic strategic engagement – through public channels and known networks physically and digitally, via media, emails, engagements and social media and displayed on municipal websites.

The appointment process will consist of an intake document/questionnaire, to assess for alignment with the work.

The ARADAC will consist of up to thirteen (13) voting members.

- Five (5) Political Representation through appointment of one councillor from each municipality or community. Council/Commission appointments shall be for two-(2) year terms.
- Councils shall appoint each of six (6) community representatives' members, with a priority on members who live, work or are connected to the region. The appointments shall be made as follows:
  - Two (2) members to a three- (3) year term;
  - Two (2) members to a two-(2) year term; and
  - Two members to a one- (1) year term.
- Once a member has completed their term, all new terms will be for three (3) years. If a community member vacates the Committee for any reason at any time before that member's term would normally expire, the Councils shall promptly appoint a new member to the Committee to hold office for the unexpired term.
- If a Council/Commission member vacates the Committee for any reason at any time before that Council/Commission member's term would normally expire, the Council/Commission that the member represents shall promptly appoint a new member for the remainder of the term.
- The Committee will be supported by the Regional Anti-Racism & Diversity Coordinator and the Regional Staff Accessibility Coordinator (Non-Voting)
- Two positions (voting) will also be designated for representation from Acadia and Sipekne'katik First Nation, and an invitation shall be extended to each Nation to appoint a member.

Applications will be received by the Regional Coordinator. The Regional Coordinator may request and hold interviews, after which they submit recommendations for committee members to Mayors and Wardens, or their designate, for Council consideration and appointment.

Membership to conduct annual check-in and review of status, capacity and intent to continue into the following year. This is to ensure there is enough lead time to recruit and promote for the seat to be filled.



### *ARADAC Chair*

The Committee will be chaired by one municipal councillor from one of the municipalities. Vice Chairs will be appointed through vote of the ARADAC at the inaugural meeting. The Chair will facilitate the meetings with support from the Regional Coordinator, who will organize logistics, take minutes and support agenda development.

### *Membership Changes*

- Members may resign at any time by giving written notice to the ARADRC Chair and the Regional Coordinator.
- Missing three consecutive meetings a year without prior discussion and approval from the ARADRC Chair is deemed equivalent to a resignation.
- Membership may be terminated by the ARADAC Chair for violating the terms of reference, if recommended by the Committee.
- Meetings will be held at a frequency that is necessary to conduct the business of the ARADAC (approximately once per month) until such time as the ARADAC is dissolved. A meeting schedule will be discussed by the Committee at the first meeting and subsequent meetings will be confirmed at each meeting. Advance notice will be provided as soon as possible. In addition to regular meetings, additional means of communication, such as email or phone calls will be necessary to conduct the business of the Committee.

### **Section 5 Committee Procedures**

- Committee meetings will be called by the Chair, as required, to fulfill the duties outlined.
- Subject to Section 22 of the Municipal Government Act, meetings of the committee are open to the public and advertised no less than one week in advance.
- A majority of the appointed voting members of the Committee constitutes a quorum.
- Subject to the principles set out in the Municipal Conflict of Interest Act, all committee members present including the person presiding shall vote on a question.
- The Committee may receive presentations from the public upon the approval of the Chair.
- The Committee may establish Working Groups to explore specific issues related to their workplan and/or other responsibilities. Members of a Working Group may consist of additional members of the community. A member of the ARADAC shall chair Working Groups. The Committee will be supported by municipal staff and consulting resources as required.

### *Membership Remuneration*

Recognizing that this is a first voice, lived experience committee membership, Members will be compensated, in accordance with the approved budgeted amount.

### *Policy Review*



- These Terms of Reference will be reviewed by each of the five (5) Councils and the Commissions at least every four years from the effective/amended date.





**Council**  
 Item: 10.2.2 & 10.2.3  
 Date: October 14, 2025  
 Authorization: T. MacEwan

Lunenburg County Anti-Racism and Anti-Discrimination Advisory Committee (ARADAC)  
 Lunenburg County Accessibility Advisory Committee (LCAAC)

September 22, 2025

Town of Mahone Bay Council  
 Town of Bridgewater Council  
 Town of Lunenburg Council  
 Municipality of the District of Chester Council  
 Municipality of the District of Lunenburg Council

RE: Appointment of Lunenburg County Anti-Racism and Anti-Discrimination Advisory Committee and Lunenburg County Accessibility Advisory Committee Community Members

Dear Members of Council,

The Lunenburg County Anti-Racism and Anti-Discrimination Advisory Committee (ARADAC) requires an appointment to fill one of two vacant community member positions. The Lunenburg County Accessibility Advisory Committee (LCAAC) currently has three vacancies for community members.

On September 22, 2025, the meeting of the Mayors and Wardens of the five Lunenburg County municipalities (or their designates) made the following recommendation to the five Municipal Councils in Lunenburg County:

Lunenburg County Anti-Racism and Anti-Discrimination Advisory Committee:

1. To appoint Kelly Goudie to the Anti-Racism and Anti-Discrimination Advisory Committee - for a one-year term ending March 31, 2026.

Lunenburg County Accessibility Advisory Committee:

1. To appoint Linda Mills and Natasha Strickland and reappoint Teresa Alexander-Arab to the Lunenburg County Accessibility Advisory Committee for a three-year term ending September 30, 2028.

With regards,  
 Gem Roberts, Regional Anti-Racism and Diversity Coordinator  
 Ellen Johnson, Regional Accessibility Coordinator









**Council**  
Item: 11.1.1  
Date: October 14, 2025  
Authorization: T. MacEwan

# 2024-25 Progress and Evaluation: LCCAP2030

Council Meeting  
October 14, 2025

# Overview

- Background
- Corporate progress and highlights
- Community progress and highlights
- Evaluation
- Recommended Changes



# Background

- Council declared a Climate Emergency in 2019
- Joined Partners for Climate Protection
- LCCAP2030 adopted in 2022
- Goal: net zero by 2050 and a climate-resilient MODL
- Divided into two chapters:
  - **Corporate Plan:** reduces emissions from municipal operations and protect critical services
  - **Community Plan:** reduces community emissions and strengthens resilience



LOCAL CLIMATE CHANGE ACTION PLAN 2030



# 2024-25 Annual Progress Update



# Corporate – Progress

- Corporate GHG emissions: **22.6%** below 2019
- From **1,190** tCO<sub>2</sub>e per year to **921** tCO<sub>2</sub>e per year
- Targets: **64% reduction by 2030** and **net zero by 2050**



# Corporate – Highlights

- **Conquerall Bank WWTP (15 kW solar):** first net zero facility (payback ~13 years; emissions reduced ~13 tCO<sub>2</sub>e per year; utility costs cut ~100%)
- **Municipal Services Building (100 kW solar):** fully commissioned (payback ~13 years; annual savings ~\$19,956; emissions reduced ~81 tCO<sub>2</sub>e per year)
- **Fleet and charging:** 5 EVs (emissions reduced ~22 tCO<sub>2</sub>e per year). **Charging:** installed 6 new ports, total 10 (2 public, 8 fleet); conduits in place for up to 14 future stations



Conquerall Bank ground mount **15 kW solar array**

# Community – Progress

- Community GHG emissions: **9.94%** below 2019
- From **314,346** tCO<sub>2</sub>e per year to **283,113** tCO<sub>2</sub>e per year
- Targets: **30% by 2030, 65% by 2040, and net zero by 2050**



# Community – Highlights (Mitigation)

- **Home retrofits:** 19 in 2024–25; 47 since 2016; 25 active (impact 83.13 tCO<sub>2</sub>e per year reduced, ~\$26,654 annual savings)
- **EV promotion and education:** 406 new EVs registered in 2024 (avoiding ~383 tCO<sub>2</sub>e per year); 2025 is trending up with 580 new by July; **111** residents attended South Shore Electric Avenue
- **Battery recycling program:** 1,500+ household batteries diverted; estimated climate impact up to ~0.15 tCO<sub>2</sub>e per year; primary benefits include safety and pollution prevention



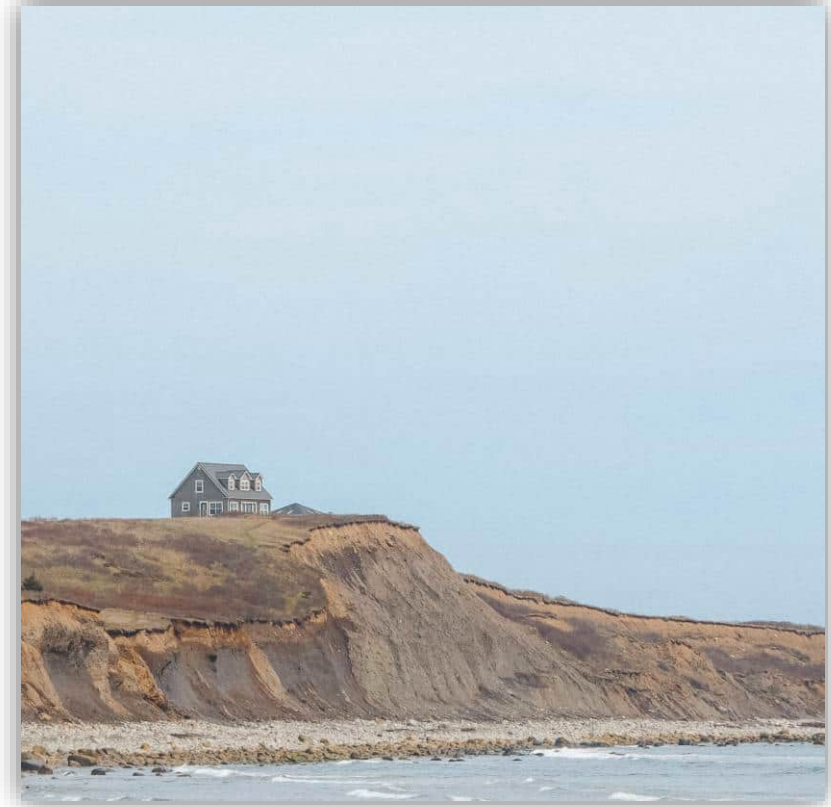
# Community – Highlights (Mitigation)

- **Public transit service:** \$65,000 in 2024–25 for Lunenburg County Wheels to expand door-to-door service across MODL; ongoing work with Town of Bridgewater to extend fixed route service into MODL communities.
- **Community-scale solar garden:** 7 MW project at 283 Oakhill Road transferred to AI Renewable to deliver more cost-effectively, with partner costs reimbursed; if awarded, residents can subscribe, and the project would cut ~6,000 tCO<sub>2</sub>e per year.



# Community – Highlights (Adaptation)

- **Policy and planning:** Coastal Protection Regulations in effect; municipal-wide planning and LUB underway
- **Land Conservation:** Policy adopted; Conservation Strategy launched toward 20% land protection by 2030
- **Natural assets and invasive species:** Tax sale properties evaluated for conservation potential; Hemlock Woolly Adelgid inventories launched
- **Tree Planting:** 1,500 trees since 2023 with 450+ residents participating



# Community – Highlights (Adaptation)

- **Local food security:** Baseline surveys completed. 70% of 259 residents rated local food access as very important; barriers include price and availability, limited hours, distance, short growing season. Food hub feasibility found a hub likely infeasible; staff will continue initiatives toward 20% local food consumption.
- **Water security:** Water relief coupons 2,500+ in 2024–25 (9,000+ cumulative). Well financing 6 completed, 25 active, 5 waitlist as of March 2025. Council approved \$600,000 for 2025–26.



# Evaluation



# Corporate – Evaluation (Status and Likelihood)

**Status:** On-track if momentum is maintained  
Today **-22.6% vs 2019. Target -64% by 2030.**

## What we are seeing

- Solid progress from a cleaner grid and delivered projects (MSB solar, Conquerall Bank solar, 5 EVs). Largest sources still require deeper action.
- WWTP solar projects are deferred, so a key near-term lever is not yet delivering.
- Two new ½-ton gas trucks in 2025–26 create 7 to 8 years of emissions to offset.
- Contracted waste hauling is not yet zero-emission. Sustainability weighting was added in the last RFP, but no bids with ZEV trucks. The next RFP is the realistic switch point.

## Likelihood of meeting the 2030 corporate target

- Feasible with maintained and accelerated delivery from 2025 to 2030.



# Corporate – Evaluation (What it takes 2025–2030)

## Scale the big levers

- **Facilities solar:** Commit PV sized to consumption at New Germany WWTP and Cookville WWTP. Plan CES PV after retrofit. Continue MSB and Conquerall Bank performance tracking.
- **Buildings standard:** Prioritize net zero for new builds where feasible. Aim for near net zero on major renovations where feasible.
- **Fleet:** Use an evaluation tool in upcoming fleet procurement that weighs total cost of ownership and emissions reduction potential. Include zero-emission truck criteria in the next waste-hauling RFP.
- **Corporate waste:** Reach 20% below 2019 through staff engagement and waste-reduction initiatives.

## Strengthen resilience

- **Facility resilience:** Complete FireSmart assessments and treatments at all facilities.
- **Climate-risk screening:** Apply a risk screen to all capital projects and site plans.



# Community – Evaluation (Status and Likelihood)

**Status:** On track only if delivery accelerates.

Today **-9.94% vs 2019. Target -30% by 2030.**

## What we are seeing

- Cleaner grid has driven most reductions so far (~0.740 to ~0.580 kg CO<sub>2</sub>e/kWh from 2019 to 2023; 2024 pending).
- EV uptake accelerated in 2024, avoiding about 383 tCO<sub>2</sub>e in 2024, but still under 0.5% of the 2019 total.
- Home retrofits are increasing yet far from ~1,400 homes by 2030
- **Data gaps:** Limited visibility into resident upgrades completed independently or through other financing programs; Staff will pursue data-sharing agreements with partners to close this gap; Actual emissions may be lower than current estimates.

## Likelihood of meeting the 2030 community target

- Feasible if delivery accelerates from 2025 to 2030



# Community – Evaluation (What it takes 2025–2030)

## Scale the big levers

- **Homes and buildings:** Navigation plus financing plus partner programs → move from dozens to hundreds per year
- **Clean mobility:** Expand public EV charging and home/MURB/workplace charging; support public transit expansion and e-bikes.
- **Community grants:** Fund community-driven initiatives that accelerate reductions, including waste diversion and other local projects

## Strengthen resilience *(tracked alongside emissions reduction)*

- **Water security:** Expand temporary relief and Well Financing to meet demand
- **Natural assets:** Conserve land; plant trees; complete HWA inventories and treatments
- **Emergency readiness:** Ongoing training and partner delivery



# Recommended Changes



# Recommended Changes – Corporate

Actions	Recommendation	Rationale
<b>Solar at facilities</b>	<p><b>Current:</b> Several projects listed at a fixed 100 kW size from the old net-metering cap.</p> <p><b>Proposed:</b> Size PV to each site’s load at WWTPs and CES; continue MSB and Conquerall Bank tracking.</p>	<p>Right-sizes solar to each facility’s load and takes advantage of the new 1 MW net-metering limit.</p>
<b>Buildings</b>	<p><b>Current:</b> Focus on MARC retrofit. Building is structurally unsafe and closed; staff are moving to demolish and rebuild.</p> <p><b>Proposed:</b> Prioritize net zero for new municipal builds where feasible; aim near net zero for major renovations where feasible.</p>	<p>Shifts from a single site to a standard that lowers operating costs and emissions across assets.</p>



# Recommended Changes – Corporate

Actions	Recommendation	Rationale
<b>Fleet</b>	<p><b>Current:</b> Replace 8 ICE vehicles with EVs.</p> <p><b>Proposed:</b> Replace vehicles with zero-emission options wherever feasible, using an evaluation tool that weighs total cost of ownership and emissions reduction; include zero-emission truck criteria in the next waste-hauling RFP.</p>	<p>Fleet is growing so a fixed number is not helpful. a flexible, cost- and emissions-based approach ensures value, avoids ICE lock-ins, and supports transition to zero-emission waste-hauling trucks.</p>
<b>Facility resilience and risk</b>	<p><b>Current:</b> Not explicitly listed.</p> <p><b>Proposed:</b> Assess all MODL facilities for FireSmart and complete treatments where needed; apply climate-risk screening to all capital projects and site plans.</p>	<p>Makes resilience visible and accountable; protects services and reduces disruption risk.</p>



# Recommended Changes – Community

Actions	Recommendation	Rationale
<b>Clean Energy Upgrades in Homes</b>	Add <b>Energy-efficiency Navigation Services (New)</b> ; formalize <b>data-sharing (New)</b> ; continue scaling Clean Energy Financing	Remove barriers, increase uptake, improve tracking
<b>Energy-Efficient Business &amp; Community Buildings</b>	Add <b>Navigation Services (New)</b> for ICI and community facilities	Extend support beyond homes with a single front door
<b>Public Transit and Clean Mobility</b>	Keep one umbrella. Add <b>home, MURB, and workplace charging support (New)</b> alongside public transit, anti-idling, active transportation, and e-bike share	Clearer delivery and metrics across modes



# Recommended Changes – Community

Actions	Recommendation	Rationale
<b>Waste Less, Recycle More</b>	Support waste-reduction initiatives through Community Climate Grants; continue battery recycling	Streamline delivery and measurement via grants
<b>Local Food Security</b>	Support local food initiatives through Community Climate Grants;	Avoid duplication and enable community-led projects
<b>Community Climate Grants (New)</b>	Create a grants program that brings together EV education, waste reduction, local food, youth projects, and pilots. <b>Add feasibility and matching grants (New)</b> and publish results annually.	Reduce fragmentation, make management easier, and provide clearer metrics



# Recommended Changes – Community

Actions	Recommendation	Rationale
<b>Carshare in rural areas</b>	Remove as a standalone action	Feasibility is low at present. Revisit if conditions change.
<b>“No Mow May,” Community pledges, Region-wide working group</b>	Remove as standalones. Allow via grants if clearly impactful.	Limited measurable GHG or resilience impact on their own.
<b>Community renewable energy project (5 MW, municipal-led)</b>	Remove. Monitor third-party or regional delivery and keep advocacy.	Municipal ownership is not feasible; private entities can deliver.
<b>Energy standards for new builds</b>	Remove as a standalone action.	The Province sets the minimum building-code energy tier; municipalities cannot mandate higher tiers.



# Recommended Changes – Overall

## Structural and Reporting Improvements

- **Reporting schedule:** Standardize annual progress reporting to **February** starting 2026 to align with budget timing; move to calendar-year reporting.
- **IDEA integration:** Embed an IDEA lens across program design, access, engagement, and reporting.
- **Data stewardship:** Assign a data steward in each department; use standard annual reporting templates for departments and partners.
- **Public monitoring:** launch a public dashboard for in-year project updates instead of waiting for the annual report.



# Summary

## Where we stand

- **Community:** 9.94% below 2019. Target 30% by 2030. On track only if delivery accelerates.
- **Corporate:** 22.6% below 2019. Target 64% by 2030. On track only if momentum is maintained.

## What changed (proposed updates only)

- **Corporate:** Size solar PV to each facility's load; prioritize net zero new builds and near net zero for major renovations where feasible; adopt a fleet evaluation tool that weighs total cost of ownership and emissions and include zero-emission truck criteria in the next waste-hauling RFP; apply facility resilience and climate-risk screening.
- **Community:** Add energy-efficiency navigation and formalize data-sharing for homes and buildings; unify Public Transit and Clean Mobility with expanded EV charging support; create a Community Climate Grants program that consolidates EV education, waste reduction, local food, youth projects, and pilots, with feasibility and matching grants and annual reporting; remove or defer low-feasibility or low-impact items.

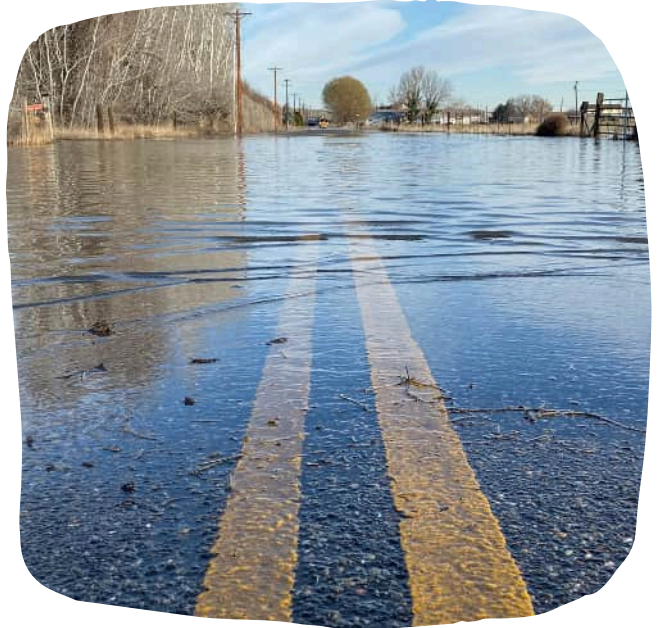


# Council Decision

Recommendation that:

- **That Council approve the recommended changes as presented and direct staff to implement.**
- Alternatively, Council may direct staff to return with revisions as deemed appropriate.





**LOCAL CLIMATE CHANGE ACTION PLAN 2030  
2024-2025 ANNUAL PROGRESS REPORT**



**MUNICIPALITY OF THE DISTRICT OF LUNENBURG  
NOVA SCOTIA**

The Local Climate Change Action Plan 2030 is a 10-year strategic initiative designed to guide the Municipality of the District of Lunenburg in achieving net-zero greenhouse gas emissions by 2050, thereby fostering a climate-resilient, healthier, and more sustainable future.

This report, covering the period from April 2024 to March 2025, details the municipality's progress on climate action under the Local Climate Change Action Plan 2030.



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## Land Acknowledgement

The Municipality of the District of Lunenburg recognizes that it is situated in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This land is governed by the Treaties of Peace and Friendship, which were first signed in 1726 between the Mi'kmaq, Wolastoqey, Peskotomuhkatiyik, and the British Crown. These treaties did not involve the surrender of land; instead, they affirmed Indigenous rights, title, and responsibilities, creating a framework for ongoing nation-to-nation relationships based on respect, reciprocity, and stewardship.

Everyone living in Mi'kma'ki is considered Treaty People, bearing responsibilities to one another and to the land. Acknowledging this reality without taking action is meaningless; it signifies the beginning of continuous work, not its conclusion.

The Local Climate Change Action Plan 2030 embodies this responsibility. Guided by a respect for the Mi'kmaq's enduring connection to the land, waters, and ecosystems, the plan aims to safeguard and preserve these natural resources for the well-being of both present and future generations.

# Acknowledgements

## 2024-2028 Elected Council



**Elspeth McLean-Wile**  
**Mayor**



**Morgen Reinhardt**  
**District 1**



**Martin Bell**  
**District 2**



**Wendy Oickle**  
**District 3**



**Pam Hubley**  
**District 4**



**Cathy Moore**  
**District 5**



**Alison Smith**  
**District 6**



**Edgar Burns**  
**District 7**



**Kacy Delong**  
**District 8**



**Ben Brooks**  
**District 9**



**Chasidy Veinotte, Deputy Mayor**  
**District 10**

## 2020-2024 Council Members

Carolyn Bolivar-Getson, former Mayor of the District of Lunenburg

Leitha Haysom, former councillor for District 1

Sandra Statton, former councillor for District 6

Michelle Greek, former councillor for District 7

Reid Whynot, former councillor for District 9

## Climate Change and Sustainability Staff

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Kate Bond, Hemlock Conservation Project Summer Intern, Town of Bridgewater (Contracted)  
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Alex Dumaresq, Deputy Chief Administrative Officer  
April Whynot-Lohnes, Municipal Clerk  
Elana Wentzell, Director of Finance  
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Mark Strickland, Business Development Officer  
Stephen Pace, Director of Engineering, Project Management and Public Works  
Trudy Payne, Director of Recreation, Parks & Tourism  
Reid Shepherd, Deputy Director of Planning and Development Services  
Sarah Kucharski, Manager of Communications and Public Engagement  
Tyler Richardson, Municipal Engineer  
Angela Henhoeffler, Regional Emergency Management Coordinator  
Ella R. Gindi, Planner 2  
Maria Butts, Project Manager  
Melissa Deveau, Planning Technician  
Kelly Cunningham, Active Living Coordinator

Supporting Organizations and Stakeholders



Conserving  
Canada's  
Wetlands



FEDERATION  
OF CANADIAN  
MUNICIPALITIES

FÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS



Alliance of Canadian  
Land Trusts  
Alliance canadienne des  
organismes de conservation

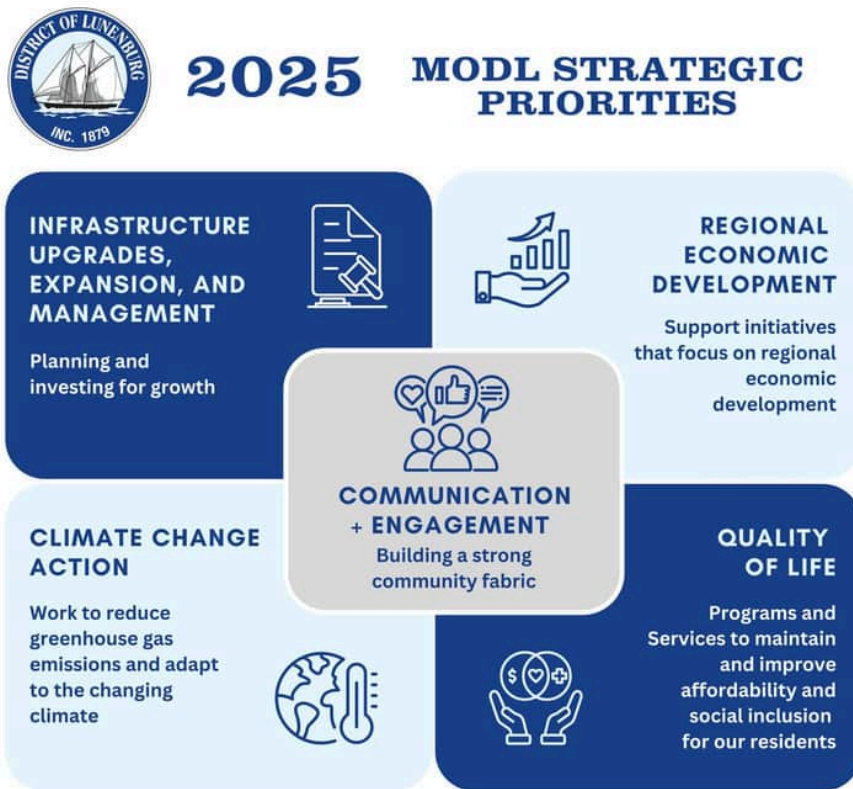


# Executive Summary

In 2019, the Municipality of the District of Lunenburg (MODL) declared a climate emergency and developed the Local Climate Change Action Plan (LCCAP2030) as an essential step in addressing climate change at the local level. This 10-year plan provides a framework for the municipality to achieve net-zero greenhouse gas (GHG) emissions by 2050, fostering a healthier, more sustainable, and climate-resilient future for the community.

In 2024, Nova Scotia held municipal elections, resulting in the election of a new mayor and four new councillors to the municipal council. With this change in leadership, the council directed staff to evaluate the LCCAP2030. The purpose of this review is to assess the effectiveness of the plan, identify areas for improvement, and ensure that it aligns with current priorities for the future.

## New Strategic Priorities



Strategic priorities are the essential areas of focus that a municipal council identifies to guide its work over a specific period, typically the duration of the council's term. These priorities represent the most important goals or outcomes that the council aims to achieve. They play a crucial role in shaping decision-making processes, determining resource allocation, and measuring success.

## Community Climate Actions

Projects	
Title	Status
Tree Planting Program	In progress
EV Education and Promotion	Deferred
Waste Management and Educational Programs	Deferred
MODL Environmental and Resilience Champion Award	Deferred
Education on the Impact on Climate Change	In progress
Youth Engagement	In progress
Let It Grow May	Deferred
Community Pledges	Deferred

Five projects have been deferred to next year, while the remaining three are ongoing. As part of the LCCAP2030 review process, some of these projects may also be revised or discontinued altogether, based on updated priorities.

## Climate Action Plan Chapters

### Chapter 1 - Community Climate Action Plan:

The community climate actions aim to reduce greenhouse gas (GHG) emissions within the MODL boundaries, encompassing homes, offices, commercial and institutional buildings, vehicles, and waste.

For the community emissions reduction target: "Municipal Council has set the target to reduce its community emissions by 30% below 2019 baseline emission levels by 2030, 65% below 2019 levels by 2040, and achieve net-zero community emissions by 2050."

### Chapter 2 - Corporate Climate Action Plan:

This plan targets reducing greenhouse gas (GHG) emissions from municipal operations and fleets under MODL's direct control.

For the corporate emission reduction targets: "Municipal Council has set the target to reduce its corporate emissions by 64% below 2019 baseline emission levels by 2030 and achieve net-zero corporate emissions by 2050."

Each climate action, whether in progress or completed, includes a ‘Current Progress’ and ‘Way Forward’ section. These sections outline the actions taken so far and planned advancements for the near future. All updates are based on the timeline from April 2024 to March 2025. The progress of the LCCAP2030 actions has been monitored using several identified indicators.

## Performance Indicators

The LCCAP2030 established a list of performance indicators to measure the effectiveness of the plan's climate actions. The municipality will conduct an emissions inventory every three years to assess the reduction in greenhouse gas (GHG) emissions from implementing climate actions.

List of Performance Indicators		
Priority Areas	Performance Indicators	Performance Overview
Homes retrofitted	Number of CEF and other program applicants as of March 2025 (#)	19 homeowners completed the CEF program, data is unavailable for other programs.
Trees Planted	Number of trees planted in 2024 (#)	1,500 trees
Let It Grow May	Number of people participating in pledges as of 2024 (#)	184 participants
Battery recycling program	Number of batteries diverted from the landfill (#) since January 2025	1,500+ batteries
Natural land protection	Percentage of land protected as of 2024 (%)	3% protected
Emission Reductions (since 2019)	Community Emission Reductions (tCO <sub>2</sub> e)	31,233
	Corporate Emission Reductions (tCO <sub>2</sub> e)	267
Corporate renewable electricity produced (every year)	Total annual electricity production during 2024-2025 fiscal year (MWh/year)	209.267
Potable water security	Total of water coupons given to residents in 2024 (#)	Approx. 2,850 coupons
Hemlock Woolly Adelgid	Number of parks assessed as of 2024 (#)	1
	Number of parks treated for HWA (#) as of 2024	0

Staff will continue monitoring the plan through performance indicators and adding more as it progresses. This oversight will ensure that the plan adheres to its scheduled timeline toward successful completion.

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# List of Acronyms

AT	Active Transportation
ATP	Active Transportation Plan
CCCP	Climate Change Capacity Program
CEF	Clean Energy Financing
CO <sub>2</sub> e	Carbon Dioxide Equivalent
DCFC	Direct Current Fast Charging
EV	Electric Vehicle
FCM	Federation of Canadian Municipalities
GHG	Greenhouse Gas
tCO <sub>2</sub> e	Tonnes of Carbon Dioxide Equivalent
KWh	Kilowatt Hour
LCCAP	Local Climate Change Action Plan
MARC	Municipal Activity & Recreation Complex
MW	Mega Watt
MJSB	Municipal Joint Services Board
MODL	Municipality of the District of Lunenburg
NAI	Natural Asset Inventory
NSP	Nova Scotia Power
PCP	Partners for Climate Protection
PPA	Power Purchase Agreement
Region 6 SWM	Region 6 Solid Waste Management
REMO	Regional Emergency Management Organization
RFP	Request For Proposal
WWTP	Wastewater Treatment Plant

# Glossary

**Carbon dioxide equivalent (CO<sub>2</sub>e):** The number of metric tonnes of CO<sub>2</sub> emissions with the same global warming potential as one metric tonne of another greenhouse gas.

**Climate resilience:** Climate resilience is the ability to anticipate, prepare for, and respond to hazardous climate events that are now unavoidable, such as coastal and inland flooding, intense droughts, heatwaves, stronger hurricanes, and wildfires.

**Community climate action plan:** A plan that focuses on reducing greenhouse gas (GHG) emissions within the boundaries of the Municipality of the District of Lunenburg (MODL) (e.g., homes, offices, community vehicles), as well as building a climate-resilient community.

**Corporate climate action plan:** A plan that focuses on reducing GHG emissions directly controlled by MODL (e.g., municipal operations and fleets).

**Net-zero emissions:** When human-caused (or anthropogenic) GHG emissions are balanced by an equivalent removal of GHG emissions from the atmosphere over a specific period. Achieving a net-zero balance by 2050 will require significant reductions in GHG emissions, while the last small percentage can be achieved through carbon sinks (e.g., forests, soil) that absorb more carbon than they emit.

**Sustainability:** The ability of human society to exist and thrive without depleting natural resources for future generations.

# Introduction

The climate in the Municipality of the District of Lunenburg (MODL) is changing, creating a need for local action. Situated on Nova Scotia's South Shore, the District of Lunenburg is a predominantly rural area with about 25,000 residents.

MODL faces the challenge of reducing fossil fuel reliance and cutting greenhouse gas (GHG) emissions while adapting its infrastructure to the impacts of climate change, such as hotter summers, increased heatwave risks, water shortages, intense rainfall, flooding, and the spread of invasive species.

In response, MODL created the Local Climate Change Action Plan 2030 (LCCAP2030), a 10-year strategy aimed at lowering GHG emissions and promoting a more climate-resilient future. Following the 2024 municipal elections that introduced a new mayor and four new councillors, the council has tasked staff with evaluating the LCCAP2030. The aim is to assess the plan's effectiveness, identify areas for improvement, and ensure alignment with the municipality's current objectives. The plan is divided into two chapters:

## **Chapter 1 - Community Climate Action Plan:**

A plan is in place to reduce GHG emissions within MODL's boundaries (e.g., homes, offices, community vehicles) and build a climate-resilient community. This chapter identifies 10 main categories and 31 climate actions. It provides a pathway for the municipality to lower its community GHG emissions and align with international efforts to limit global temperature rise to 1.5°C while fostering a climate-resilient and sustainable community.

## **Chapter 2 - Corporate Climate Action Plan:**

A dedicated section focuses on reducing GHG emissions directly managed by MODL, including municipal operations and fleets. This section details four main categories and ten climate actions, offering a roadmap for the municipality to reach net-zero corporate GHG emissions by 2050.

# Partners for Climate Protection Program

The Municipality of the District of Lunenburg (MODL) is involved in the Partners for Climate Protection (PCP) program, a national network of Canadian municipal governments committed to reducing greenhouse gas (GHG) emissions and addressing climate change. Managed by the Federation of Canadian Municipalities (FCM), the PCP program provides a five-milestone framework for municipalities. MODL has committed to this framework, which includes creating a greenhouse gas emissions inventory, setting emission reduction targets, developing a local action plan, implementing the plan, and monitoring progress.

The five milestones of the PCP framework are below:



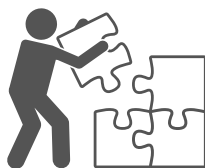
**Milestone 1** ✓  
Create a GHG emissions inventory



**Milestone 2** ✓  
Set a GHG emissions reduction Target



**Milestone 3** ✓  
Develop a Local Climate Action Plan



**Milestone 4** ✓  
Implement the Climate Action Plan



**Milestone 5** ✓  
Monitor the progress and report the results

The 2024 Annual Progress Report fulfills the requirements of Milestone 5 of the Partners for Climate Protection (PCP) Program.



# **Community Climate Action Plan**

## **Chapter 1**

# Community Action Plan Overview

The Community Climate Action Plan is dedicated to reducing the Municipality of the District of Lunenburg's (MODL) greenhouse gas (GHG) emissions, including those from residential, commercial, institutional, and industrial buildings, community waste, and community vehicles. MODL aims to reduce community emissions by 30% from 2019 emission levels by 2030, 65% by 2040, and achieve net-zero emissions by 2050. This target caps community emissions at 220 tCO<sub>2</sub>e, results in a total reduction of 94 tCO<sub>2</sub>e.

## Community Path to Net-Zero

MODL began measuring community emissions in 2020, using 2019 as the baseline year to meet PCP Milestone 1 requirements. In 2019, total emissions amounted to 314,346 tCO<sub>2</sub>e from various energy sources. The community emissions inventory encompasses emissions produced within municipal boundaries from four sectors: Residential buildings, Commercial, Institutional, and Industrial buildings, Community Waste, and Community Vehicles. Residential buildings and community vehicles are the top emitters. Electricity accounts for most GHG emissions in the community sector.

### Areas of Focus



Residential Buildings



Commercial, Institutional and Industrial Buildings



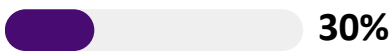
Community Vehicles



Community Waste

### Community Emission Targets

#### 2030 Target



2030 Target: Aims to reduce community emissions by 30% below the 2019 baseline level by 2030.

#### 2040 Target



2040 Target: Aims to reduce emissions by 65% below 2019 levels by 2040 .

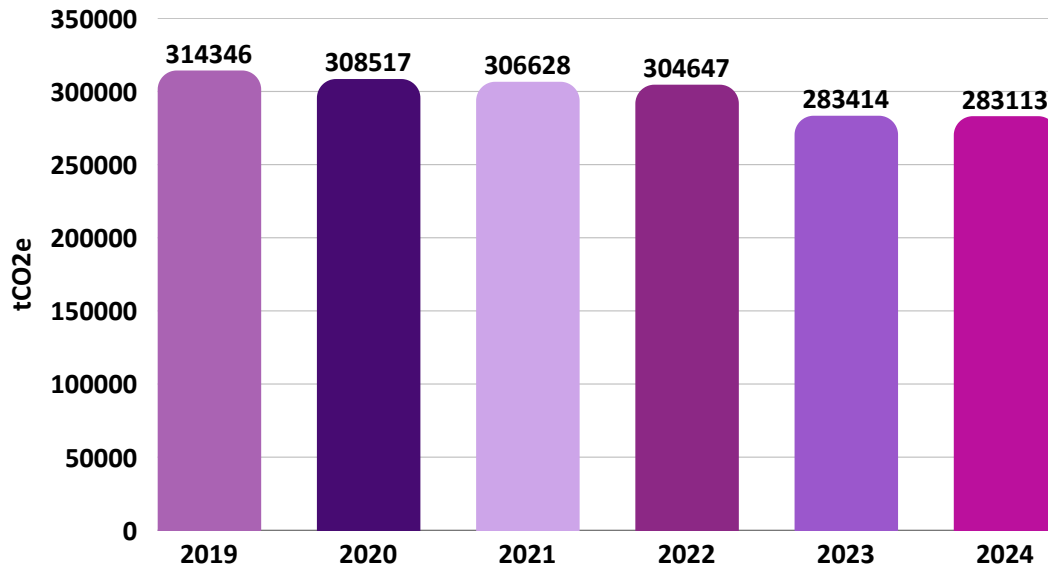
#### 2050 Target



2050 Target: Aims to achieve net-zero community emissions by 2050.

**The Municipal Council has set a target to reduce its community emissions by 30% below the 2019 baseline emission levels by 2030, 65% below 2019 levels by 2040, and net-zero community emissions by 2050.**

## MODL Community Emissions 2019-2024



MODL Community Emissions (2019 - 2024)	
Year	tCO <sub>2</sub> e
2019	314,346
2020	308,571
2021	306,628
2022	304,647
2023	283,414
2024	283,113

**9.94%**  
reduction in emissions since 2019

# Measuring Progress

## Community Climate Action Overview

Theme	Main Categories and Climate Action	Lead Department	Timeline	Status	Progress Overview	
Mitigation	<b>Category 1 - Energy Efficient Homes and Buildings</b>					
	1	Retrofit existing residential buildings	Planning	Ongoing	In progress	As of March 2025, 19 Homeowners have completed their home energy efficiency upgrades through CEF; 25 are in progress.
	2	Energy efficiency standards for new construction	Planning	Next (25-27)	Not started	
	3	Retrofit existing commercial, institutional, & industrial buildings	Planning	Later (28-30)	Not Started	
	<b>Category 2 - Low Carbon Transportation</b>					
	4	Electric vehicles charging infrastructure	Planning and Economic	Now (22-24)	In progress	The District of Lunenburg is exploring options for installing public charging stations throughout the area.
	5	Electric vehicles promotion and education	Planning	Now (22-24)	Deferred	In partnership with Next Ride, the first South Shore Electric Avenue event occurred at the Lunenburg County Lifestyle Centre (LCLC) in September, 2024.
	6	Anti-idling policy	Planning and Recreation	Now (22-24)	Complete	The policy was passed by council in 2024 and is now in effect. Signage is being placed around municipal properties.
	7	Carshare program	Planning	Next (25-27)	Not started	
	8	E-bike Loan Program	Recreation	Next (25-27)	In progress	As of March 2025, the e-bikes were being procured and preparation for launching the program begun.
9	Public transit service	Planning	Now (22-24)	In progress	As of April 8, 2024, Lunenburg County Wheels (LCW) serves western Lunenburg County, MODL, Town of Bridgewater, Lunenburg, and Mahone Bay. Plans are in place to purchase a bus to launch fixed-route services.	

	10	Active transportation strategy	Recreation	Now (22-24)	In progress	Anticipated to be presented to Council in fall of 2025 for approval. The plan will serve as a guide for infrastructure investments over the next decade.
<b>Category 3 - Waste Reduction, Recycling, and Composting</b>						
	11	Waste management and educational programs	Region 6 & MJSB	Next (22-24)	Deferred	Limited staff capacity, no progress was made.
	12	Join in bring your own promotion and subsidy	Region 6 & MJSB	Ongoing	Deferred	MODL has begun product purchasing for future public engagement events.
	13	Battery Recycling Program	Planning	Ongoing	In progress	Since January of 2025, MODL staff have participated in a free battery recycling program. Over 1,500 batteries have been diverted from the landfill.
<b>Category 4 - Renewable Energy Generation</b>						
	14	Community renewable energy project	Planning, Finance and Administration	Now (22-24)	In progress	The project application was submitted to the NS Community Solar Program in March of 2025.
<b>Category 5 - Natural Environment Protection and Conservation</b>						
Adaptation	15	Tree planting programs	Planning	Ongoing	In progress	MODL hosted the second annual tree giveaway event on September 14, 2024. 1,000 trees were handed out to residents.
	16	Natural asset management	Planning	Now (22-24)	In progress	Updating the natural asset inventory with support from the CCC.
	17	Land Conservation	Planning and Recreation	Ongoing	In progress	MODL adopted its first Land Conservation Policy.
	18	Hemlock Conservation Project	Planning	Ongoing	In progress	In 2024, MODL entered into a service agreement with TOB to address the invasive species Hemlock Woolly Adelgid (HWA).
	19	Annual Let It Grow May	Planning, Recreation and Engineering	Ongoing	In progress	2024 Let It Grow May concluded on May 31st. Last year 46 participants signed up in comparison to 100 in 2023.
<b>Category 6 - Sustainable Land Use Planning and Development</b>						
	20	Municipal planning strategy: MODL2040	Planning	Ongoing	In progress	Coastal regulations are now in effect. Staff are now working on the remainder of MODL2040.

<b>Category 7 - Local Food &amp; Water Security</b>						
	21	Community vegetable garden	Economic	Next (25-27)	Not started	
	22	Food security programs	Planning and Economic	Later (28-30)	In progress	A baseline assessment of the local food system was completed in 2023-24. MODL has hired a consultant to conduct a Food Hub Feasibility Study.
	23	Potable water security	Administration	Next (25-27)	In progress	As of March 2025, through the Well Financing Program, 6 projects have been completed with another 25 in progress. Over 2,500 was coupons were given to residents in 2024 through the Temporary Water Relief Program.
<b>Category 8 - Emergency Preparedness and Response</b>						
	24	Dry hydrants	Fire departments	Next (25-27)	Not started	
	25	Education on the impacts of climate change	REMO	Now (22-24)	In progress	REMO continues to plan for disasters, train, improve communication, and collaborate with agencies and stakeholders for effective response to emergencies and disasters.
<b>Category 9 - Community Engagement</b>						
<b>Capacity Building</b>	26	Council-led advocacy	Municipal Council	Now (22-24)	In progress	Staff are working on methods to track and record when council makes decisions related to climate change.
	27	Community pledges	Planning	Now (22-24)	Deferred	Limited staff capacity, no progress made.
	28	Youth engagement	Planning and Recreation	Now (22-24)	Delayed	MODL is looking to work with stakeholders to facilitate youth engagement programs.
	29	Region-wide climate working group	Planning	Ongoing	In progress	Working with surrounding communities to form a working group to address regional climate change challenges.
	30	MODL environmental and resilience champion award	Planning	Now (22-24)	Delayed	Pushed to next fiscal year (2026-27)
<b>Category 10 - Research and Innovation</b>						
<b>Evolution</b>	31	Advance research and innovation	Planning	Now (22-24)	Delayed	Limited staff capacity - will progress this action in the future.

Timeline Key	
Now	Actions that will be initiated/implemented in 2022-2024
Next	Actions that will be initiated/implemented in 2025-2027
Later	Actions that will be initiated/implemented in 2028-2030
Ongoing	Actions that have already been initiated and will continue through the LCCAP2030

## Action Summary



### Action Update

To effectively track progress on climate change and sustainability initiatives, projects initiated by the municipality but not yet included in the plan. Below are two projects added in 2024.

Category	Action	Changes
C3 - Waste Reduction, Recycling, and Composting	Action 13: Battery Recycling Program	This category has expanded to include the MODL Battery Recycling Program.
C5-Natural Environment Protection and Conservation	Action 18: Hemlock Woolly Adelgid	This category has expanded to include Hemlock Woolly Adelgid.

<b>C1 - Energy Efficient Residential Buildings</b>
<b>Action 1: Retrofit Existing Residential Buildings</b>
<b>Goal: Retrofit up to 1,400 homes by 2030</b>
<b>Stream: Climate Change Mitigation</b>
<b>Lead Department: Planning</b>

## Current Progress

### Clean Energy Financing

The Municipality of the District of Lunenburg (MODL) continues to support home energy retrofits through the Clean Foundation's Clean Energy Financing (CEF) program. This program helps residents make their homes more energy efficient by providing low-interest loans of up to \$20,000 for upgrades such as insulation, heat pumps, and other clean energy improvements. Homeowners repay the loans over time, often with the savings gained from lower energy bills.

Categories	Totals
Completed retrofits 2024-2025	19 homes
Completed retrofits since 2016	47 homes
Total financed	\$264,469.32
Total estimated GHG savings (tonnes CO <sub>2</sub> e/y)	83.13 tonnes per year
Total estimated energy cost savings per year (\$/y)	\$26,651.71

**25**  
**Retrofits in progress**  
**through CEF as of**  
**March 2025**

These numbers reflect only the homes supported through the CEF program. Additional retrofits may be occurring in MODL through federal and provincial programs or private investment, but these remain outside the scope of municipal data collection.

## Way Forward

Staff completed an in-depth review of how to improve the CEF program and expand the municipality's ability to track retrofit progress.

### Program Enhancements

Proposals will be brought to council in 2025–26 and 2026–27 to improve the CEF program and related services, ensuring more residents can access financing and navigation services and achieve meaningful energy savings.

### Partnerships

MODL is exploring long-term agreements with Nova Scotia Power, Efficiency One, neighbouring municipalities such as the Town of Bridgewater, and other levels of government to strengthen delivery and coordination.

### Better Data

Efforts are underway to streamline data collection and management, and to explore voluntary homeowner reporting. This will help capture participation in retrofit efforts beyond the municipal program.

### Closing Information Gaps

Currently, MODL has no direct access to data from provincial programs (e.g., HomeWarming) or federal loan programs. This limits the ability to report fully on total retrofits within the municipality. Staff will continue working to address these gaps.

The municipality remains committed to supporting programs like CEF that help homeowners lower energy costs and reduce GHG emissions, while contributing to MODL's long-term climate action goals.

<b>C2 - Low Carbon Transportation</b>
<b>Action 4: Electric Vehicle Charging Infrastructure</b>
<b>Goal: Conduct a feasibility study to install more electric vehicle public charging stations</b>
<b>Stream: Climate Change Mitigation</b>
<b>Lead Department: Planning and Economic Development</b>

### Current Progress

No progress was made in 2024 for this community climate action.

### Way Forward

The Municipality of the District of Lunenburg (MODL) will continue to explore options for installing public charging stations throughout the area. These stations will serve the needs of residents and visitors alike, contributing to the increasing adoption of electric vehicles in the community. MODL's goal is to promote sustainable transportation options to reduce dependence on fossil fuels.

<b>Action 5: Electric Vehicle Promotion and Education</b>
<b>Goal: Make education programs available to support and promote the transition to EVs</b>
<b>Lead Department: Planning</b>

### Current Progress

In 2024, the District of Lunenburg hosted the South Shore Electric Avenue event in partnership with Next Ride. Located at the Lunenburg County Lifestyle Centre (LCLC), the event welcomed the public to learn about and experience driving electric modes of transportation.

**111**

people attended the event

**97**

people test drove an EV or tried an e-bike

**The highest turnout of community members with EVs in the event's history.**

### Way Forward

This action was deferred by council in 2025 for staff to evaluate.

<b>Action 6: Anti-idling Policy - 097</b>
<b>Goal: Create an anti-idling policy</b>
<b>Lead Department: Planning and Recreation</b>

## Current Progress

In 2024, the Council adopted an anti-idling policy, recognizing the need for proactive measures to address the effects of vehicle idling on air quality, public health, and energy conservation. The primary goal of this policy is to raise awareness among drivers about the harmful impacts of idling vehicles and to encourage individuals to turn off their engines when parked or waiting. By educating the public about the consequences of idling, the municipality aims to reduce emissions of pollutants such as carbon dioxide, improve air quality, and mitigate associated health risks.

### Anti-idling Policy Summary



**Effective date: February 27th, 2024**

**Maximum idle time: One minute**

**Goal: Reduce emission pollutants**

## Way Forward

The District of Lunenburg encourages drivers in the municipality to help keep the air clean by reducing vehicle idling. New wayfinding signs are being added in parks and open spaces, featuring a friendly reminder symbol to support this effort.

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A copy of the anti-idling policy can be found [here](#).

<b>Action 8: E-bike Loan Program</b>
<b>Goal: Provide free access to e-bikes without financial barriers</b>
<b>Lead Department: Recreation</b>

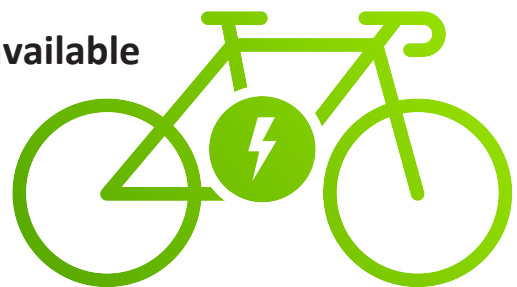
## Current Progress

The Municipality received grant funding to pilot a shared mobility bicycle fleet project. The project will create more options for biking through shared mobility (via a loan program), while increasing connectivity to the community and other modes of transportation. The e-bike loan program will utilize community partnerships to make active transportation a viable option within communities. Preparation has been underway for the launch of the program, including establishing community partnerships, formalizing the logistics of the loan program and procuring the e-bikes.

## Way Forward

Staff are preparing to launch a pilot program that will offer a variety of e-bikes for daily loans at the Lunenburg County Lifestyle Centre (LCLC). To promote this program, staff will attend local farmers' markets to share information and encourage community participation. The e-bike loan program is set to be publicly launched in the second half of 2025. By that time, the formal loan process will be established, the e-bikes will be delivered, and partnerships will be finalized to ensure a successful full launch of the program.

**7** total E-bikes available



**Action 9: Public Transit Service**

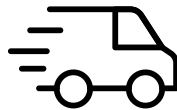
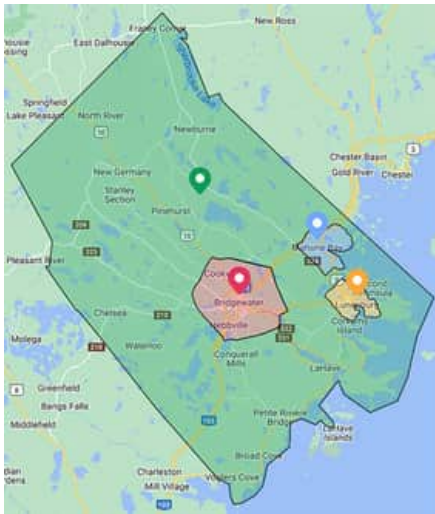
**Goal: Expand MODL public transit service**

**Lead Department: Planning**

## Current Progress

The Municipality of the District of Lunenburg (MODL) has partnered with Lunenburg County Wheels (LCW) to expand inclusive, door-to-door transit services across the region. MODL became a Van Supporter, contributing to the purchase of two new accessible vans, including vehicles equipped with bike racks to support multi-modal travel.

As of April 8, 2024, LCW now serves western Lunenburg County, covering MODL as well as the Towns of Bridgewater, Lunenburg, and Mahone Bay. This expansion improves mobility for residents of all ages and abilities, providing affordable and accessible transportation in a rural setting where options are otherwise limited.



2 new accessible vans



New expanded area



Mahone Bay



Bridgewater



Lunenburg

### Financial Contributions for Service Support to LCW

Fiscal Year	Budgeted
2024-2025	\$65,000
2025-2026	\$75,000

## Way Forward

The district of Lunenburg has budgeted \$150,000 in 2025-2026 to purchase a transit bus to launch a fixed-route service connecting Osprey Village with Bridgewater and surrounding communities. This will address specific transit needs and strengthen Osprey Village's role as a strategic growth centre.

Lunenburg County Wheels, <https://lcwheels.ca>

<b>Action 10: Active Transportation Strategy</b>
<b>Goal: Support cycling and pedestrian-friendly infrastructure</b>
<b>Lead Department: Recreation</b>

## Current Progress

In 2010, the Municipality of the District of Lunenburg (MODL) formulated an accepted version of the Active Transportation Plan (ATP). The plan includes an inventory of current active transportation infrastructure, comprehensive mapping outlining proposed Active Transportation (AT) infrastructure enhancements, a phased 20-year strategy for implementation, and recognition of AT as an eco-friendly mode of travel contributing to emissions reduction. The ATP encompasses programs, policies, and techniques to facilitate and promote AT throughout the year.

In 2024, the ATP was updated to enhance opportunities, expand the network, and improve connectivity. This update involved collaboration with the community to identify new priorities, policies, programs, and infrastructure recommendations, ultimately improving access for people of all ages and abilities. The plan will also serve as a guide for infrastructure investments over the next decade. In 2024, the ATP was presented and accepted by Council.

## Way Forward

The plan is anticipated to be presented to Council in Fall 2025 for approval. This approval would lead to the implementation and action items for improved AT within the Municipality.

Staff remain committed to improving AT throughout our communities and ensuring that the newly accepted ATP covers the wide range of communities in the Municipality.

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Engage website, <https://engage.modl.ca/active-transportation>

<b>C3 - Waste Reduction, Recycling, and Composting</b>
<b>Action 11: Waste Management and Educational Programs</b>
<b>Goal: Develop waste management and educational programs to reduce the annual solid waste disposal rates to below 300kg/person from the current 487kg/person by 2030</b>
<b>Stream: Climate Change Mitigation</b>
<b>Lead Department: Region 6 and Municipal Joint Services Board (MJSB)</b>

### Current Progress

No staff actions were recorded during this reporting period. Updates will be provided in the following year's report.

### Way Forward

This action was deferred by Council in 2025 for staff to evaluate.

**Action 12: Join in bring your own promotion and subsidy**

**Goal: Launch the 'Join In Bring Your Own' program to reduce single use plastics**

**Lead Department: Region 6 and Municipal Joint Services Board (MJSB)**

## Current Progress

In 2024, staff purchased promotional items to support the Join In Bring Your Own (JIBYO) initiative. These materials will be used to showcase practical ways to reduce single-use plastics, encouraging community participation in waste reduction efforts. Residents are encouraged to stay tuned for opportunities to receive these items free of charge at events focused on reducing waste.



## Way Forward

This action was deferred by council in 2025 for staff to evaluate.

<b>Action 13: Battery Recycling Program</b>
<b>Goal: Establish a program for residents to use to divert batteries from the landfill</b>
<b>Lead Department: Planning</b>

## Current Progress

In January of 2025, the District of Lunenburg enrolled in a free battery recycling program. Call2Recycle is a nonprofit organization dedicated to promoting battery recycling and the proper disposal of batteries and cell phones. It operates throughout the U.S. and Canada, providing convenient drop-off locations and mail-in options for households, businesses, and municipalities. This free program has helped the municipality divert over 1,500 batteries from the landfill.



**1500+** Batteries diverted from the landfill

## Way Forward

Staff will continue to monitor the program through battery collection for community participation.

<b>C4 - Renewable Energy Generation</b>
<b>Action 14: Community Scale Renewable Energy Project</b>
<b>Goal: Conduct a study to develop up to 5MW renewable energy project (wind, hydro, or solar)</b>
<b>Stream: Climate Change Mitigation</b>
<b>Lead Department: Planning, Finance and Administration</b>

## Current Progress

The Municipality of the District of Lunenburg (MODL), together with the Districts of Shelburne and Argyle, were pursuing the development of a 7 MW community solar garden under Nova Scotia's Community Solar Program. The project is located at 283 Oakhill Road, on the site of the former Bowater Sawmill. The site was chosen for its proximity to power lines, its suitability as a post-industrial property, and its avoidance of clear-cutting.

Solar Garden Statistics	
Project Parameter	Estimate
System Size	7MW
Homes powered	Approx. 1200
Annual GHG reductions	Approx. 6000 tonnes of CO <sub>2</sub> equivalent
Lifetime GHG reductions (25 years)	Approx. 150,000 tonnes of CO <sub>2</sub> equivalent

The project will operate on a subscription basis, where residents receive a ~\$0.02/kWh discount (about 10% on the average bill). This model ensures participation is accessible for renters, low-income households, and homeowners without suitable roofs.

During 2024-2025, MODL entered into an agreement with four other partner municipalities: the Districts of Shelburne and Argyle, and the Towns of Lockeport and Shelburne, along with the Alternative Resource Energy Authority (AREA), to manage the project. In fall 2024, the Towns of Shelburne and Lockeport withdrew from the partnership, leading to a revised cost-sharing arrangement among the three remaining municipal partners.

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Engage website, <https://engage.modl.ca/community-solar-garden-project>

Partner Councils also approved the creation of an Inter-Municipal Services Corporation (IMSA) to own and operate the system, and a project application was submitted to the Nova Scotia Community Solar Program on March 7, 2025.

### Way Forward

In the summer of 2025, MODL and its partner municipalities received feedback from the Province on their joint Community Solar Program application. The review confirmed that the project would not be financially viable under municipal ownership, as municipalities are ineligible for the federal investment tax credits available to private entities, which can significantly reduce capital costs.

Following this feedback, the partners recognized that private industry could deliver the project more cost-effectively. After careful consideration, the Councils of the Municipality of the District of Lunenburg, the District of Shelburne, and the Municipality of Argyle each approved motions to transfer their joint application for the 7 MW Oakhill Community Solar Garden to AI Renewable Fund, with PowerBank and Trimac as the developer and builder.

The transfer is conditional on AI Renewable Fund reimbursing all eligible pre-development costs within 12 months of a provincial contract award. AI Renewable Fund, PowerBank, and Trimac, bring strong local experience, having already been awarded three Nova Scotia Community Solar projects. Their existing portfolio provides procurement and construction economies of scale that municipalities alone could not achieve.

If the project is successful under the provincial Community Solar Program, local residents will benefit from a no-cost subscription model that provides a two-cent-per-kWh bill credit, with equity access provisions remaining a program priority.

<b>C5 - Natural Environment Protection and Conservation</b>
<b>Action 15: Tree Planting Program</b>
<b>Goal: Plant up to 10,000 trees by 2030</b>
<b>Stream: Climate Change Mitigation</b>
<b>Lead Department: Planning</b>

### Current Progress

In September 2024, MODL hosted its second tree giveaway event, distributing 1,000 trees to residents as part of its sustainability efforts. The distribution and planting of trees align with MODL's goal of planting 10,000 trees by 2030 to boost environmental health. The event encouraged residents to plant trees on their properties, fostering a sense of ecological responsibility.



1000 Trees given away



Approx. 250 attendees



Red Maple, Red Oak, Red Sugar Maple



### Way Forward

The District of Lunenburg will continue its Annual Tree Giveaway in 2025, offering more trees to residents. Staff will report on participation, distribution, and program improvements. Residents can view the 2024 event overview on the Engage website. Council allocated \$12,000 for the 2024 event and has budgeted the same amount for 2025.

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Engage website, <https://engage.modl.ca/tree-planting>

<b>Action 16: Natural Asset Management</b>
<b>Goal: Develop a natural asset management plan by 2030</b>
<b>Lead Department: Planning</b>

## Current Progress

During 2024–25, MODL staff advanced work on updating the municipality's Natural Assets Inventory (NAI) with support from the Community Climate Capacity (CCC) program, delivered by Clean Foundation and funded by the Nova Scotia Department of Environment and Climate Change. MODL was one of the municipalities selected for this program, which provides skilled staff resources to advance local climate action initiatives. This additional capacity is in place until at least March 2027, with the possibility of an extension.

The last NAI, completed in 2021, provided a high-level overview of major asset classes, including forests, wetlands, inland waters, and agricultural lands, by mapping the extent of these resources across MODL. While useful, the 2021 inventory lacked detailed information on the condition and functionality of assets, which limited its usefulness for management and planning decisions. The additional staff support through the CCC program has enabled MODL to begin addressing these gaps more proactively than would have been possible otherwise.

## Way Forward

In 2025–26, MODL will update its Natural Assets Inventory and identify data gaps. The following year (2026–27), MODL plans to pilot in-depth assessments of coastal wetlands and develop a Coastal Wetlands Management Plan. If successful, this approach will be expanded to include other asset classes, forming the basis of a comprehensive Natural Assets Management Plan for the municipality.

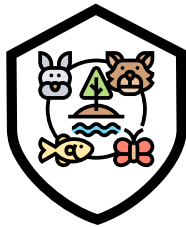
By building stronger data and management tools and by leveraging the added staff capacity available through the CCC program, MODL is positioning itself to better integrate natural assets into land-use planning, climate resilience, and long-term sustainability. Healthy natural assets also provide direct services to residents, such as wetlands that protect against flooding and forests that store carbon.

<b>Action 17: Land Conservation</b>
<b>Goal: Purchase and/or accept land donations, as well as assess other mechanisms such as conservation easements, to protect and/or conserve up to 20% of the identified lands and watersheds in the municipality by 2030</b>
<b>Lead Department: Planning and Recreation</b>

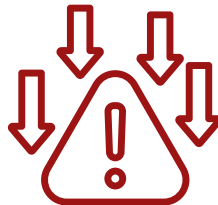
## Current Progress

During 2024–25, the Municipality adopted its first Land Conservation Policy, supported through the Community Climate Capacity (CCC) program staff. The policy outlines a clear goal of protecting or conserving 20% of municipal lands and watersheds by 2030.

The policy is guided by four core conservation values:



**Protection of biodiversity**



**Enhancing resilience and reducing risk**



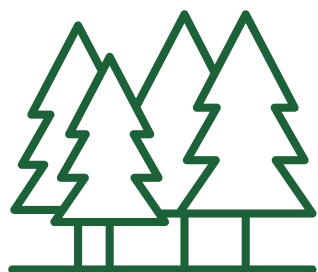
**Social and community benefits**



**Protecting ecosystem services**

It requires all municipal lands to be evaluated for conservation potential before being declared surplus, directs staff to review tax sale properties for alignment with conservation values, and provides a transparent framework for reviewing external conservation proposals. The policy also emphasizes collaboration with Mi'kmaq communities, African Nova Scotian communities, NGOs, land trusts, and private landowners, recognizing that achieving the 20% goal will require diverse tools and partnerships.

As part of 2024's work, staff refined MODL's baseline conservation figures. A correction was made to the previous year's report, which had overestimated conserved lands by including parcels owned by provincial departments, such as the Department of Transportation, that are not formally protected. Following the 2024–25 reassessment, MODL currently has 5,777 hectares of land protected or conserved out of a total of 171,307 hectares, representing 3.4% of the land base. Staff has now also clarified in its internal operations that only lands with formal protections will be included in MODL's conservation totals going forward. This provides a more accurate baseline against which to measure future progress.



**5,777** (3.4%) out of **171,307**  
hectares protected or conserved

### Way Forward

In 2025–26, MODL will hire a consultant to develop a Land Conservation Strategy to operationalize the 20% target. The strategy will:

- Conduct a parcel-level conservation assessment to identify high-priority areas.
- Recommend a strategic mix of conservation tools, including land purchases, conservation easements, zoning, tax incentives, and partnerships with NGOs and Indigenous communities.
- Provide an implementation timeline with annual targets, recognizing that while 2030 is the stated goal, the strategy may recommend a revised but still ambitious timeframe, such as 2035 or 2040.
- Deliver a GIS-based tool to help staff evaluate and prioritize parcels.
- Create Standard Operating Procedures (SOPs) and a fillable application form to support a transparent and consistent intake and review process for proposals.

To support this work, MODL has budgeted \$50,000 for land purchases in 2025–26 and \$50,000 for the development of the Land Conservation Strategy.

This strategy will be crucial in helping the municipality chart a realistic yet ambitious path toward meeting its conservation targets and ensuring that natural spaces continue to provide ecological, cultural, and community benefits for future generations.

<b>Action 18: Hemlock Woolly Adelgid</b>
<b>Goal: Identify and treat hemlocks on municipal lands for HWA</b>
<b>Lead Department: Planning, Recreation, and Engineering</b>

## Current Progress

In 2024, the Municipality of the District of Lunenburg (MODL) signed a service agreement with the Town of Bridgewater (TOB) to begin evaluations of municipal parks in order to identify both the severity of Hemlock Woolly Adelgid (HWA) infestations and the density of hemlock populations. Using Geographic Information Systems (GIS), the findings were mapped to provide an accurate account of hemlock distribution and infestation levels across surveyed areas.

As of March 2025, River Ridge Commons was under active survey. Following this work, the HWA team will continue tagging and mapping hemlock stands in other municipal parks. This systematic approach will help MODL better understand the extent of the threat, prioritize conservation efforts, and plan for long-term forest management strategies.

## Way Forward

Building on the progress made in 2024, the Municipality of the District of Lunenburg (MODL) has identified the following steps to address the Hemlock Woolly Adelgid (HWA) in municipal parks. In 2025, the HWA team will continue surveying additional parks to tag, map, and document hemlock stands and their infestation levels. MODL also plans to establish a new service agreement with the Town of Bridgewater (TOB) to continue collaboration on addressing HWA. Additionally, MODL is preparing for the potential use of pesticide treatments that are approved by Health Canada to target priority areas, focusing on protecting high-value ecological and recreational sites where the preservation of hemlock stands is most critical. A budget of \$50,000 has been set for 2024-25, while \$100,000 is allocated for the 2025-26 year.

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Engage website, [engage.modl.ca/hemlock](https://engage.modl.ca/hemlock)

<b>Action 19: Let It Grow May</b>
<b>Goal: Launch the Let It Grow May campaign annually</b>
<b>Lead Department: Planning, Recreation, and Engineering</b>

### Current Progress

In 2022, MODL launched No Mow May, now known as Let It Grow May, encouraging homeowners to avoid mowing their lawns, green spaces, and gardens. This initiative aims to protect pollinators and wildlife by allowing flowers like dandelions to bloom and provide essential food and habitats for them during spring. The event has evolved into a movement promoting sustainable lawn care practices.



### Way Forward

This action was deferred by council in 2025 for staff to evaluate.

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Engage website, <https://engage.modl.ca/letitgrow>

<b>C6 - Sustainable Land-use &amp; Development</b>
<b>Action 20: Municipal Planning Strategy &amp; Land-use By-law: MODL2040</b>
<b>Goal: Develop land use bylaws to support sustainable development by reducing sprawl &amp; energy consumption</b>
<b>Stream: Climate Change Adaptation</b>
<b>Lead Department: Planning</b>

## Current Progress

The MODL2040 project is a long-term strategic plan for sustainable development and growth of the municipality. The project will address land use, economic development, environmental stewardship, infrastructure, transportation, and public services. By engaging with residents, businesses, and stakeholders, the project aims to create a vision for the future that enhances the quality of life and supports sustainable practices. The project's outcomes will inform decision-making and policy development, ensuring alignment with the community's values and long-term goals.

### Coastal Protection

The District of Lunenburg has addressed coastal protection by incorporating new regulations into its Municipal Planning Strategy, effective August 13, 2024. This approach focuses on managing future development in areas identified as at risk of erosion, flooding, and wetland loss. The development standards include minimum setbacks from unstable banks, elevation requirements for new habitable spaces in flood-prone zones, and the preservation of buffer areas around wetlands.

## Way Forward

After finalizing coastal regulations, the municipality will continue working on the remaining MODL2040 Project. This comprehensive plan addresses several critical areas, including land use, economic development, environmental stewardship, infrastructure, transportation, and public services. Through these efforts, MODL2040 aims to create a balanced, sustainable, and prosperous future for the community.

## C7 - Local Food and Water Security

### Action 22: Food Security

**Goal:** Develop local food security programs or strategy to improve access to and increase production of local food to achieve 20% consumption of local food by 2030

**Stream:** Climate Change Adaptation

**Lead Department:** Planning and Economic

### Current Progress

The Municipality of the District of Lunenburg (MODL) has set a goal of achieving 20% local food consumption by 2030. Strengthening food security supports community resilience, improves access to fresh and affordable food, and provides economic opportunities for local producers.

A baseline assessment of the local food system was completed in 2023–24, which included surveys, community pop-ups, and expert discussions.

**The assessment provided valuable insights into consumption levels, barriers, and community interest:**



- The most common barriers identified were price and availability, along with challenges such as limited hours of operation, distance, and a short growing season.
- Community engagement was high, with many residents expressing support for initiatives to increase access to local food.

Engage website, [engage.modl.ca/local-food-security](https://engage.modl.ca/local-food-security)

Building on this foundation, MODL engaged a consultant, Third Sector Enhancement, during 2024–25 to conduct a Food Hub Feasibility Study. Food hubs are centralized facilities that connect farmers, producers, and consumers by streamlining the distribution of fresh, locally sourced food. They are distinct from farmers' markets, focusing instead on improving year-round access for institutions, retailers, and households.

The feasibility study is underway, and results will be presented to Council in the summer of 2025 to inform decisions about whether a food hub is a practical model for MODL.

### Way Forward

MODL will continue to explore initiatives that enhance local food security, using the findings from the feasibility study and the 2023–24 baseline assessment to guide next steps. This may include building partnerships with farmers, producers, and community organizations, supporting education and awareness programs, and identifying ways to strengthen local food distribution and access. While the direction of a food hub remains under consideration, the municipality remains committed to the broader goal of increasing local food consumption, reducing barriers for residents, and supporting a resilient local food system that benefits both the community and the local economy. Strengthening local food production and distribution also improves climate resilience by reducing dependence on global supply chains that are increasingly vulnerable to disruptions.

**Action 23: Potable Water Security**

**Goal:** Establish a baseline by the 2025/26 fiscal year, with the goal of reducing the number of dry wells within the municipality.

**Lead Department:** Administration

## Current Progress

### Water Security Programs

#### Temporary Water Relief Program

Initiated in 2016, this program provides coupons to residents experiencing dry wells, enabling them to access potable water.



**2500+** water coupons given out to residents in 2024.

#### Well Financing Program

The Municipality of the District of Lunenburg (MODL) continues to support residents in securing reliable access to potable water through the Water Supply Upgrade Program (Well Financing Program). The program offers low-interest financing for upgrades, including new wells, well deepening, cisterns, and water treatment systems. Loans are repayable over 15 years, helping homeowners manage costs while addressing increasingly frequent dry well conditions linked to changing climate patterns.

**Program Results as of March 2025:**

Metric	Result
Completed projects	6
Total financing provided	\$67,385.93
Active/In progress	25
Waitlist	5

## Way Forward

Recognizing the importance of water security, council approved \$600,000 in the 2025–26 budget to expand the Water Supply Upgrade Program. This funding will enable more residents to access low-interest financing, thereby reducing the existing waitlist.

The program will remain a vital tool to help residents adapt to the impacts of climate change, particularly more frequent and severe dry well conditions, while ensuring safe and reliable potable water throughout the municipality.

<b>C8 - Emergency Preparedness and Response</b>
<b>Action 25: Education on Climate Change</b>
<b>Goal: Develop programs to provide education on emergency event preparedness and response</b>
<b>Stream: Climate Change Adaptation</b>
<b>Lead Department: REMO</b>

### Current Progress

The Districts of Chester and Lunenburg, along with the Towns of Bridgewater, Mahone Bay, and Lunenburg, have agreed to collaborate on emergency preparedness through REMO (Regional Emergency Management Organization). REMO has completed emergency response training with coordinating towns and municipalities to help employees acquire the necessary tools to assist in disaster management situations. As extreme weather scenarios are increasingly frequent and intense due to climate change, it is essential to have people prepared to assist in limiting the social, economic, and environmental impacts.

### Way Forward

MODL will continue to work with and support REMO in its efforts to safeguard community members against the effects of climate change.

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REMO website, [www.lunenburgremo.ca](http://www.lunenburgremo.ca)

## C9 - Community Engagement

### **Action 29: Region-wide Working Group**

**Goal: Form a region-wide climate working group**

**Lead Department: Planning**

## Current Progress

Although a formal group has yet to be formed, partial progress has been made toward the goals outlined in the original LCCAP2030. This progress includes collaboration among neighbouring towns, such as Bridgewater and Mahone Bay and in partnership with AIM Network, to host the first South Shore Sustainability Summit in September 2023.

## Way Forward

Staff will continue working toward formalizing a regional climate working group. This will enable municipalities to leverage regional collaboration in joint applications for federal or provincial grants and to develop inter-municipal relations to enhance municipal capacity to respond to climate emergency priorities. The established network will also aid in creating new or improving existing regional municipal services, such as public electric vehicle charging infrastructure, regional public transit, and carshare services.



# Corporate Climate Action Plan

## Chapter 2

# Corporate Action Plan Overview

The Corporate Climate Action Plan aims to achieve a significant reduction in greenhouse gas (GHG) emissions under the municipality's direct control, encompassing both municipal operations and fleet activities. The Municipality of the District of Lunenburg (MODL) is committed to reducing corporate emissions by 64% from 2019 levels by 2030, to achieve net-zero emissions by 2050. This commitment will cap corporate emissions at 428 tCO<sub>2</sub>e, resulting in a total reduction of 762 tCO<sub>2</sub>e.

## Corporate Path to Net-Zero

MODL began measuring corporate emissions in 2020, using 2019 as the baseline to meet PCP Milestone 1 requirements. In 2019, total emissions amounted to 1,190 tCO<sub>2</sub>e from various energy sources. The corporate emissions inventory encompasses emissions produced within municipal boundaries from five sectors: buildings, streetlights, municipal vehicles, water and wastewater, and solid waste.

### Areas of Focus



Buildings



Water and Wastewater



Municipal Vehicles



Waste



Streetlights

### Corporate Emission Targets

2030 Target



**2030 Target:** By 2030, aim to reduce corporate emissions by 64% below the 2019 baseline level by 2030.

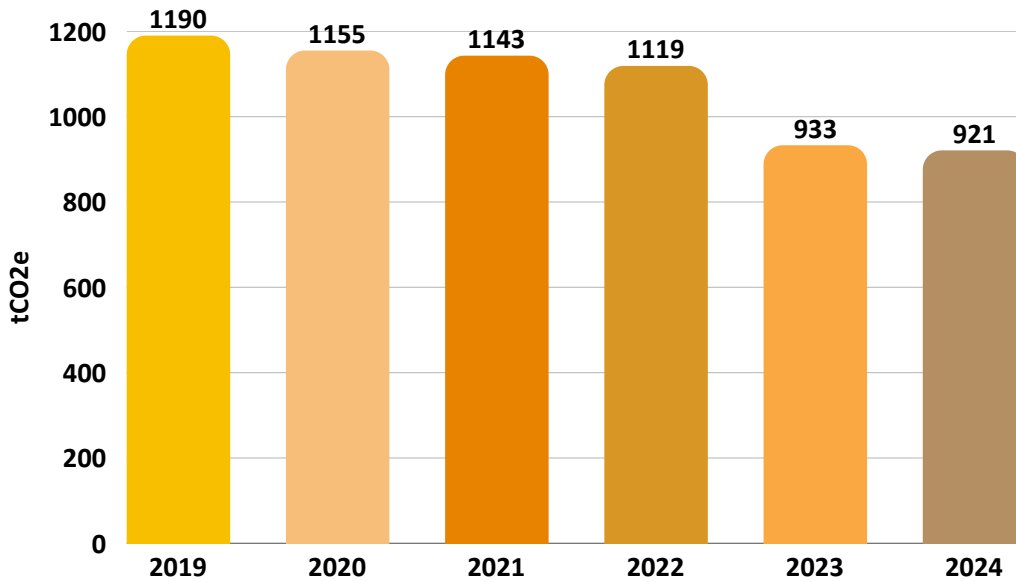
2050 Target



**2050 Target:** Achieving net-zero corporate emissions by 2050.

**The Municipal council has set a target to reduce its corporate emissions by 64% below the 2019 baseline emissions level by 2030, achieve net-zero corporate emissions by 2050.**

## MODL Corporate Emissions 2019-2024



### MODL Community Emissions (2019 - 2024)

Year	tCO <sub>2</sub> e
2019	1,190
2020	1,155
2021	1,143
2022	1,119
2023	933
2024	921

**22.6%**  
reduction in emissions since 2019

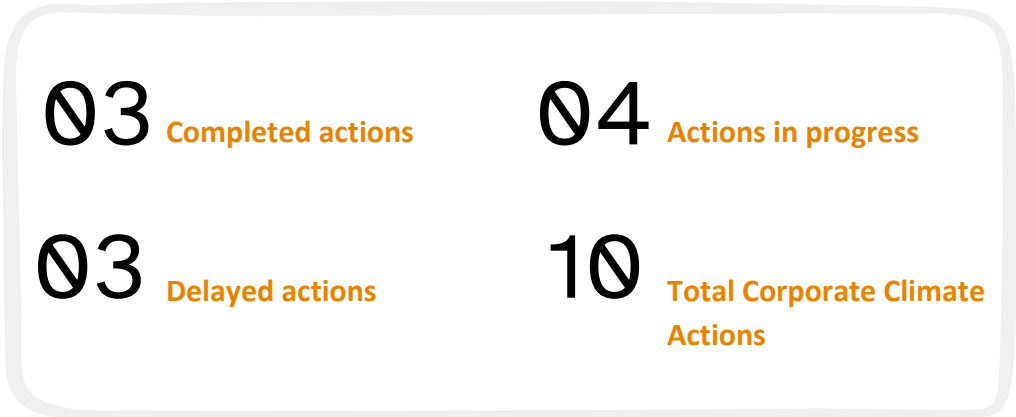
# Measuring Progress

## Corporate Climate Action Overview

Main Categories and Climate Action		Lead Department	Timeline	Status	Progress overview
<b>Category 1 - Solar Panels on Municipal Buildings</b>					
1	<u>Goal:</u> Install 100kW solar array at the Municipal Service Building	Engineering	Now (22-24)	Complete	All solar panels have been installed and running at full-capacity.
2	<u>Goal:</u> Install 100kW solar array at New Germany WWTP	Engineering	Now (22-24)	Delayed	Moved to year 4 (2027-28).
3	<u>Goal:</u> Install 100kW solar array at Cookville WWTP	Engineering	Now (22-24)	Delayed	Expansion underway; \$300,000 has been allocated for year 3 (2026-27).
4	<u>Goal:</u> Install 20kW solar array at Conquerall Bank WWTP	Engineering	Now (22-24)	Complete	All solar panels have been installed and running at full-capacity.
5	<u>Goal:</u> Install 20kW solar array at CES building	Engineering	Now (22-24)	In progress	An energy assessment was completed. MODL will proceed with various recommended upgrades before installing the solar array.
<b>Category 2 - Retrofit Municipal Buildings</b>					
6	<u>Goal:</u> MARC facility energy assessment and renewal	Engineering, Planning and Recreation	Next (25-27)	In progress	Energy assessment was completed. The upgrades were not completed.
<b>Category 3 - Electrify Municipal Fleet</b>					
7	<u>Goal:</u> Replace 8 municipal vehicles with EVs	Engineering, Planning and Recreation	Ongoing	In progress	5 vehicles have been replaced with EVs.
8	<u>Goal:</u> Install 3 EV charging stations at Municipal Services Building	Engineering and Planning	Now (22-24)	Complete	Three new dual chargers have been installed in the staff municipal parking lot to accommodate EV fleet.
9	<u>Goal:</u> Waste hauling trucks in new contract are EVs	Planning and MJSB	Next (25-27)	In progress	A new contract for waste hauling has been awarded. The trucks are not EV as that sector is still developing.
<b>Category 4 - Solid Waste Management</b>					
10	<u>Goal:</u> Reduce corporate solid waste by 20% from 2019 levels	Planning	Now (22-24)	Delayed	Limited staff capacity - will continue the action in the future.

Timeline Key	
Now	Actions that will be initiated/implemented in 2022-2024
Next	Actions that will be initiated/implemented in 2025-2027
Later	Actions that will be initiated/implemented in 2028-2030
Ongoing	Actions that have already been initiated and will continue through the LCCAP2030

### Action Summary



## C1 - Solar Panels on Municipal Buildings

**Action 1 and Goal:** Install 100kW solar array at the Municipal Services Building

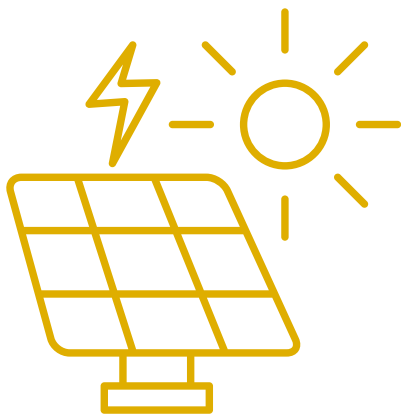
**Lead Department:** Engineering

### Current Progress

The solar array installed on the Municipal Services Building was completed in September 2023. Its total generation output is 100kW, and it was designed to participate in the Net Metering Program administered by Nova Scotia Power. The 100kW system size is intended to offset the office's electrical needs.

### Way Forward

Staff will continue to monitor the solar array system on the Municipal Service Building to track its performance in terms of energy output and greenhouse gas emission reductions.



**100 kW** solar array system

**1st** Roof-top solar array system on a municipal facility

**186.157 MWh**

Annual electricity generated since commissioning.

**Action 4 and Goal:** Install 20kW solar array at Conquerall Bank WWTP

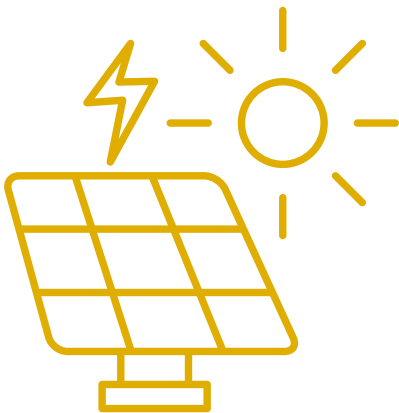
**Lead Department:** Engineering

## Current Progress

The solar array system for the Conquerall Bank Wastewater Treatment Plant has been completed. The total generation output is 15kW and participates in the Net Metering Program offered by Nova Scotia Power Inc. This is the municipality's first ground-mounted solar array.

## Way Forward

Staff will continue to monitor the solar array system at Conquerall Bank WWTP to track its performance in terms of energy output and greenhouse gas emission reductions.



**15 kW** solar array system

**1st** Ground-mounted solar array system on a municipal facility

**23.11 MWh**

Annual electricity generated since commissioning.

**Action 5 and Goal:** Install 20kW solar array at the CES Building

**Lead Department:** Engineering

### Current Progress

An energy audit was conducted on the CES building to identify opportunities for reducing energy costs, enhancing efficiency, and minimizing environmental impact. In 2024, staff completed a design for an HVAC system for the CES building.



Energy audit complete



Completing upgrades



Following best practices

### Way Forward

The direction of upgrades for the CES building is yet to be determined by Council.

## C2 - Retrofit Municipal Buildings

**Action 6 and Goal:** MARC facility energy assessment and renewal

**Lead Department:** Planning, Engineering and Recreation

### Current Progress

MODL conducted an energy audit at the MARC Program Building in Dayspring in April 2022. In 2024, no progress was made on the MARC Program Building.



MARC Program Building, Dayspring in April 2022

Assess the potential for reducing the building's GHG emissions by 30%.

### Way Forward

The building remains closed to the public, and its future has yet to be determined by council.

## C4 - Electrify Municipal Fleet

**Action 7 and Goal:** Replace 8 municipal vehicles with EVs

**Lead Department:** Planning and Engineering

### Current Progress

In 2024, no EVs were purchased for the District of Lunenburg's municipal fleet.

MODL Municipal Fleet	
Number of EVs	Procurement Year
3 EVs	2022
2 EVs	2023

### Moving Forward

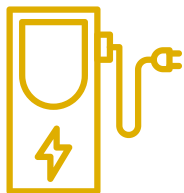
The municipality's LCCAP2030 outlines a shift to electric vehicles (EVs) for the corporate fleet by 2030.

**Action 8 and Goal: Install 3 charging stations at the Municipal Services Building**

**Lead Department: Planning and Engineering**

### Current Progress

The District of Lunenburg completed the installation of three additional dual chargers in the staff parking lot to accommodate the municipal EV fleet.



**1** dual charger in the Municipal Services Building public parking lot

**4** dual charger in the Municipal Services Building staff parking lot

**10** total charging ports

### Way Forward

There are currently no plans in place to install more EV charging stations at the Municipal Services Building.

**Action 9 and Goal: Waste hauling trucks in new contract are EVs**

**Lead Department: Planning and MJSB (Municipal Joint Services Board)**

### Current Progress

In 2024, the District of Lunenburg accepted a request for proposal (RFP) for a new contract for waste hauling trucks. The trucks are not EVs as that sector is still developing.

### Way Forward

Staff will continue to monitor the market for commercial EV expansion and will revisit this opportunity when a new contract needs to be awarded.

# What's Coming Next?

## 2025-2026 Actions Approved

C1 - Energy Efficient Residential Buildings Action 1 - Retrofit Existing Residential Buildings	<b>\$500,000</b>
C2 - Low Carbon Transportation Action 9 - Public transit service	<b>\$225,000</b>
C5 - Natural Environment Protection and Conservation Action 15 - Tree Planting Program	<b>\$12,000</b>
Action 17 - Land Conservation	<b>\$50,000</b>
Action 18 - Hemlock Conservation	<b>\$100,000</b>
C6 - Sustainable Land Use Planning Action 20 - Municipal Planning Strategy (MODL2040)	<b>\$60,000</b>
C7 - Local Food and Water Security Action 23 - Potable Water Security	<b>\$600,000</b>



**Council**  
Item: 11.1.2  
Date: October 14, 2025  
Authorization: T. MacEwan



## The Municipality of the District of Lunenburg

### Request for Decision

Report to: Municipal Council and Mayor  
Submitted by: Anna Giblin, Planner I  
Date: October 14, 2025  
Re: Development Agreement for a proposed Cluster Development at 475 Upper Branch Road, Wileville (PID 60303724 and PID 60303781)

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#### Recommendation

That Municipal Council directs staff to prepare a report for Planning Advisory Committee discussion and recommendation for the proposed development located at 475 Upper Branch Road (PID 60303724 and 60303781). Further, that staff hold a Public Information Session before the Planning Advisory Committee meeting.

#### Executive summary

A Development Agreement application was received by Planning and Development services on September 19, 2025. The application concerns PID 60303724 and PID 60303781, civic address 475 Upper Branch Road, Wileville, Nova Scotia. The application is planned for a cluster development containing 96 residential units split between 3 two-storey multi-unit residential buildings and 12 stacked townhomes. The development is also planned for a highway related light industrial/commercial facility with 5,000 m<sup>2</sup> of floor space and associated parking and truck loading areas. The nature of this use has not yet been determined.

The subject properties are currently unzoned, located in the unplanned area of the Municipality. However, following the Municipal Council's first reading of the Cluster Development regulations on January 28, 2025, the project qualifies as cluster development and must comply with municipal-wide land use bylaw regulations. As a result, it requires approval

through the Development Agreement process, ensuring it meets criteria designed to protect surrounding land uses.

### Discussion

The proposed cluster development requires careful evaluation to ensure it complies with municipal regulations and infrastructure capabilities. The development must align with MODL's cluster development regulations, as outlined in Sections 5.1 and 5.2 of the Municipal Planning Strategy. It must also comply with the development agreement process detailed in Section 6 of the MPS to ensure all regulatory requirements are met.

A master site plan, Transportation Impact Assessment, Level 1 Groundwater Resources Assessment, Wetland Delineation, Test Pit Summary Report, stormwater management plan, and engineering details have been submitted by the applicant, Fathom Studio.

In accordance with the MODL Policy 006 – Public Engagement Policy and Municipal Government Act, Section 200(4), staff recommends that Municipal Council direct staff to conduct a Public Information Session and meet with the Planning Advisory Committee to discuss the Development Agreement Application.

Report Preparation	
Department	Planning and Development Services
Report Prepared by	Anna Giblin, Planner I
Report Approved by	
Date Reviewed by C.A.O.	

**Council**  
Item: 11.2.1  
Date: October 14, 2025  
Authorization: T. MacEwan



## Municipality of the District of Lunenburg

### Request for Decision

Report to: Municipal Council  
Submitted by: Alex Dumaresq, Deputy CAO  
Date: October 14, 2025  
Re: Comfort Centre Grant Awards

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#### Recommendation

Move that Council award a Comfort Centre grant to the West Side United Church in Pentz in the amount of \$8,000.

#### Background

MODL has instituted a grant program to assist community centres and fire departments interested in acting as Comfort Centres during periods of power outage. Fire departments and other registered community organizations can apply to be a Comfort Centre and receive the grant to offset the cost of installing a generator.

Council annually budgets \$14,000 to award to applicants. The amount awarded is determined at the discretion of Council to a maximum of 66% of eligible costs and cannot exceed \$8,000 per project. In making the decision, Council can consider the number of applications received, the size of the projects, and the strategic importance of the addition or upgrade of the Comfort Centres.

Council's policy also limits eligible expenses to:

- Power transfer switches;
- Disconnect switches;
- Portable and fixed gasoline, propane, or diesel generators;
- Exterior mounted generator connections;
- Wiring conduit for the electrical connections to the generator;

For clarity, the policy explicitly permits applications for upgrades and rebuilding of existing generator systems in Comfort Centres. The policy excludes projects already undertaken prior to application.

### Applications

No applications were received prior to the deadline for the 2025/26 fiscal year; however, an application was recently received from the West Side United Church. They estimate the total cost of the installation of a generator and electrical work to be \$20,000.

### Budget implications

Council annually allocates funds towards the Comfort Centre grant program. Awarding the maximum amount of \$8,000 will leave an additional \$6,000 in the account in the event of another application.

### Conclusion

Comfort Centres play an important role in creating community resiliency in the face of emergencies. Council's grant program strategically supports the creation and capital maintenance of these important facilities. The recommended award will bolster the network of Comfort Centres and emergency shelters in Lunenburg County.

Report Preparation	
Department	Administration
Report Prepared by	Alex Dumaresq, Deputy CAO
Report Approved by	
Date Reviewed by C.A.O.	

**Request for Agenda Items under  
Mayor's/Deputy Mayor's/Councillors' Matters**

Council  
Item: 12.3  
Date: October 14, 2025  
Authorization: T. MacEwan

TO: Chief Administrative Officer  
FROM: Wendy Oickle  
DATE: Oct. 3 2025

1. Agenda Item

Discuss having staff look into possible financial relief/support for those who are without water due to dry wells having to spend money at laundry mats to wash clothes.

2. On what agenda do you want the item placed?  
Council Meeting

3. Do you have written material to circulate with the agenda? Yes  No

If you do, please attach it to this form. If you do not, please explain.

This issue was brought to my attention from residents effected by the drought. They are spending a lot of money having to attend laundry mats to was their clothes rather than being able to wash them at home.

4. What is its relevance to Council or the committee?

our Municipal Council has in the past and present assisted our residents financially during hardships, this is another area were we can help

5. What outcome(s) are you seeking?

to have staff look into a possible partnership with local laundry mats to assist with financial relief similar to our drinking water program

W. Oickle  
Counc. S... ..

Oct 3 2025  
Date

Approval for agenda: Yes  No

Reason for Denial:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Mayor or Chair of Committee

\_\_\_\_\_  
Date

**Request for Agenda Items under  
Mayor's/Deputy Mayor's/Councillors' Matters**

Council  
Item: 12.4 & 12.5  
Date: October 14, 2025  
Authorization: T. MacEwan

TO: Chief Administrative Officer  
FROM: Alison Smith  
DATE: 09-29-2025

1. Agenda Item  
Committee Reports from Senior's Safety & South Shore Library Board.

2. On what agenda do you want the item placed?  
The next Council meeting

3. Do you have written material to circulate with the agenda? Yes  No

If you do, please attach it to this form. If you do not, please explain.

4. What is its relevance to Council or the committee?  
They are committees assigned by Council.

5. What outcome(s) are you seeking?  
Updating the Council on these committees.

Alisa S. Smith  
Councillor's Signature

09-29-2025  
Date

Approval for agenda: Yes  No

Reason for Denial:

\_\_\_\_\_  
Mayor or Chair of Committee

\_\_\_\_\_  
Date



# Lunenburg County Seniors' Safety Program

## Monthly Report –September 2025

Prepared: October 02, 2025

The LCSSP is a free confidential community-based non-profit service that works collaboratively with BPS, RCMP, and many community partners to help address the safety concerns of older adults (55 years of age+), residing in Lunenburg County. Service is provided through awareness campaigns, advocacy, community outreach projects, educational programs, community presentations and one to one service.

### LCSSP September highlights:

- **Geo Nova Scotia** is an organization that provides phones with a year plan for those in need. Lunenburg Senior Safety is being reviewed by the program as a possible community partner to this program as a conduit of delivery of this resource to seniors in need.
- **The United Way of the Maritimes Expression of Interest Funding Application** has been accepted with the invitation to submit a funding request application by October 10th.
- There's been an increase this summer in the volume of referrals with a higher degree of complex situations. **The current Postal Strike has impacted the ability for older adults to apply for/receive certain funding and benefits such as the Seniors Care Grant.**
- Sept. 8 -12 Training through Open Mind/MHCCs: Train the Trainer – **Mental Health First Aid for Supporting Older Adults Train the Trainer has been Completed.** Thank you to Aging Well NS for inviting/funding my participation. I look forward to teaming up with the other facilitators in bringing this resource to our communities. This is the first time this has been available in Nova Scotia. We will be able to present this certification virtually and in person.
- A Reminder that due to the high volume of need for one-on-one support the **Seniors' Safety Academy** has been postponed for the fall. Looking forward to planning an event in the spring.
  
- Please follow the link for important information on intimate partner violence.  
<https://www.bridgewaterpolice.ca/services/intimate-partner-violence>
  
- Follow this link for LCSS resources on Mental Wellness in older adults  
<https://www.bridgewaterpolice.ca/services/special-services/seniors-safety-learning-resources>
  
- Collaborative client specific meetings with Western Region Housing Authority, RCMP, CCC, Adult Protection and SSODA.
  
- Collaborations for clients also include SSODA, WRHA, RCMP, SSRH, MLA offices, BPS, Continuing Care.





# Lunenburg County Seniors' Safety Program Monthly Report –September 2025

Prepared: October 02, 2025

- Collaborative visits with BPS, RCMP and Continuing Care.

**Do to the volume of referrals Clients' needs are being triaged. Initial contact from LCSSP to client occurs within 48hrs upon receipt of referral to help accurately facilitate this process. This reflects in the having the ability/time to review files for possible appropriate closing.**

### Referrals:

New Referrals: **9** + Re Referrals: **2** Home/site Visits: **19** Active clients: **89** Closed files: **13**

New Referrals Service Area in Municipal Units (#'s have been rounded either up/down)	%
MODC	27%
MODL	45%
Mahone Bay	.5%
Lunenburg	.5%
Bridgewater	27%

### Referral Source:

Community Partner **18%** Self/Family **27%** RCMP **36%** BSP **19%** AP **0%**

**Areas of concern remain unchanged:** Safe/affordable/accessible Housing, Seniors' Mental Health/Addictions, Adult Protection, Hoarding, Scams/Fraud, Cost of living, Community resources/connections, Health Care (no primary care physician). LCSSP is seeing an increase of complex issues and concerns at the time of referrals/intakes. This translates into clients being active clients longer and collaboration with multiple disciplinarys.

### LCSSP Client Emergency Contingency Fund (CECF):

The CECF continues to serve the community in partnership with other organizations to help mitigate risk for seniors experiencing financial hardship. **The end of September balance \$371.44:** \$40 Gas Card for client.

*'Thank you to all Lunenburg County Seniors' Safety Program supporters.  
We couldn't do what we do without you.'*





Council  
Item: 12.5  
Date: October 14, 2025  
Authorization: T. MacEwan

Ashley Nunn-Smith <ashley@ssplibraries.ca>

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## FW: Letter of Request - CORL

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Minister of Communities, Culture, Tourism and Heritage <MIN\_CCTH@novascotia.ca>

Tue, Aug 19, 2025 at 2:51 PM

To: Ashley Nunn-Smith <ashley@ssplibraries.ca>

Cc: "Deputy Minister of Communities, Culture, Tourism and Heritage" <DM\_CCTH@novascotia.ca>, "Smith, Stephanie N" <Stephanie.N.Smith@novascotia.ca>

Ashley Nunn-Smith

Chair, Council of Regional Librarians

South Shore Public Libraries

[ashley@ssplibraries.ca](mailto:ashley@ssplibraries.ca)

Dear Ashley Nunn-Smith:

Thank you for your letter outlining the Council of Regional Librarians' (CORL) request for bridge funding to help address the financial challenges facing public libraries in Nova Scotia. The Province recognizes that public libraries are vital to the communities they serve and are highly valued by Nova Scotians of all ages.

I am pleased to inform you that \$800,000 will be provided to public libraries as bridge funding to offset inflationary pressures in 2025-26. The funds will be distributed to library regions using the current library funding formula.

The Department of Communities, Culture, Tourism and Heritage understand the pressures that exist for libraries in managing resources and maintaining service levels. We will be reconvening the Library Funding Review Committee to further discuss current funding levels, mitigations, and sustainable funding into the future.

Sincerely,

Dave Ritcey  
Minister

Communities, Culture, Tourism and Heritage

cc: Christopher Shore, Deputy Minister

Sara Halliday, Associate Deputy Minister  
Stephanie Smith, Executive Director, Museums

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**FW: Letter of Request - CORL**

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**Ashley Nunn-Smith** <ashley@ssplibraries.ca>

Tue, Aug 19, 2025 at 3:01 PM

To: "Minister of Communities, Culture, Tourism and Heritage" &lt;MIN\_CCTH@novascotia.ca&gt;

Cc: "Deputy Minister of Communities, Culture, Tourism and Heritage" &lt;DM\_CCTH@novascotia.ca&gt;, "Smith, Stephanie N" &lt;Stephanie.N.Smith@novascotia.ca&gt;

Dear Minister Ritcey,

Thank you for the 2025-26 bridge funding in the amount of \$800,000. It will help to alleviate the most pressing operational pressures libraries are facing.

I look forward to working with you and the Library Funding Review Committee to investigate sustainable solutions to support the essential service we provide Nova Scotians.

Sincerely,  
Ashley Nunn-Smith  
CORL Chair

Ashley Nunn-Smith (*she/her*)  
CEO & Chief Librarian  
South Shore Public Libraries  
Bridgewater, Nova Scotia



*My work hours may not be your work hours.*

*Please don't feel obligated to respond outside of your normal work day.*

[Quoted text hidden]



April 30, 2025

The Honourable Dave Ritcey  
Minister of Communities, Culture, Tourism and Heritage  
1741 Brunswick St, 3rd Floor  
P.O. Box 456, STN Central  
Halifax, NS B3J 2R5

Email: [MIN\\_CCTH@novascotia.ca](mailto:MIN_CCTH@novascotia.ca)

Dear Minister Ritcey,

We, the undersigned Mayors and Wardens representing the municipalities served by South Shore Public Libraries, write to you with a shared concern and a unified voice. As leaders of our communities, we are calling on the Province of Nova Scotia to revisit and revise the library funding formula, which is no longer sustainable or reflective of the growing needs and realities of public libraries in our region.

Public libraries are a cornerstone of healthy, connected, and resilient communities. In our towns and rural areas alike, libraries serve not only as vital access points for books and information, but also as trusted community hubs—offering everything from early learning programs and digital literacy training to newcomer supports, public internet access, job-seeking assistance, referrals to social and government agencies and resources, and safe, welcoming spaces for all ages.

Despite the growing demand for these services, provincial funding for public libraries has remained largely stagnant since 2003. Rising costs—driven by inflation and tariffs—have steadily eroded the purchasing power of public dollars year over year. The longstanding funding formula does not account for these economic pressures, population growth, or the evolving role of libraries in our communities. As a result, libraries are being asked to do more with less, straining the system and, in some cases, threatening the sustainability of essential services.

We appreciate the support the Province has shown to libraries in the past, and we recognize that public resources are limited. However, in times of economic uncertainty, public libraries play an increasingly critical role in supporting individuals and families. Maintaining a flat or outdated funding model in the face of increasing needs risks undermining the very goals we share: vibrant communities, equitable access to information, and lifelong learning opportunities for all Nova Scotians.

We urge the Province to engage in meaningful consultation with regional library boards and municipalities to develop a fair, modern, and responsive funding formula. As an immediate step, we also respectfully request that the Province approve the emergency bridge funding request of \$1.6 million. This temporary support is critical to sustaining essential services while a long-term solution is developed.

This is not only a matter of dollars and cents—it is a matter of equity, community well-being, and our shared future. We would welcome the opportunity to discuss this issue further and look forward to working collaboratively with your department to ensure that libraries continue to thrive as essential public institutions in our province.

Thank you for your attention and consideration.

Sincerely,



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Allen Webber, Warden  
Municipality of the District of Chester



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Jamie Myra, Mayor  
Town of Lunenburg



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David Mitchell, Mayor  
Town of Bridgewater



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Scott Christian, Mayor  
Region of Queens Municipality



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Elspeth McLean-Wile, Mayor  
Municipality of the District of Lunenburg



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Suzanne Lohnes-Croft, Mayor  
Town of Mahone Bay

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cc. Council of Regional Librarians  
Mayor Pam Mood, President, NSFM  
Lynn Somers, Director, Nova Scotia Provincial Library, CCTH  
Stephanie Smith, Executive Director, Libraries, Archives, and Museums, CCTH  
Christopher Shore, Deputy Minister, CCTH  
Honorable John Lohr, Minister, Department of Finance and Treasury Board  
Honorable Tim Houston, Premier of Nova Scotia