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Municipal Council Meeting Agenda

Tuesday, October 28, 2025 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

1. Call to Order
 - 1.1 Mi'kma'ki Territorial Acknowledgement
2. Announcements, Acknowledgements, Recognition
 - 2.1 Volunteer Firefighter 50 Year Service Awards – Doug Cross, Curtis Spidle, Pat Langille
3. Public Input (15 Minutes)
4. Changes/Approval of Agenda (as circulated)
5. Approval of Minutes - October 14, 2025
6. Business Arising from Minutes
7. Awarding of Tenders/RFPs
 - 7.1 Award of Capital Project - Supply & Installation of Cubit Modular Vault Building 1-3
 - 7.2 Award of Community Hub Fitup Tender..... 4-6
8. Presentations/Scheduled Times - Nil
9. Consideration of Correspondence - Nil
10. Recommendations from Committees & Boards
 - 10.1 Policy & Strategy Committee 7
 - 10.1.1 Gender Based Violence Epidemic & Municipal Roles..... 8-15
 - 10.1.2 Gender Based Violence Education for School Aged Children
 - 10.1.3 First Refusal Waiver re 391 Harold Whynot Road
 - 10.2 Fire & Emergency Services Committee
 - 10.2.1 Appointment of Member-at-Large, Brooke Gray 16
11. Staff Reports
 - 11.1 Recreation, Parks & Tourism
 - 11.1.1 Designated Community Fund – Friends of Cherry Hill Old Community Cemetery .. 17-18

12. Mayor's/Deputy Mayor's/Councillors' Matters
 - 12.1 LCLC Update
13. Added Items
14. In Camera
 - 14.1 Potential Litigation under Section 22(2)(f) of the MGA
15. Adjournment

Council
Item 7.1
October 28, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor and Council
Submitted by: Maria Butts, PMP, Project Manger
Date: October 28, 2025
Re: Award of Capital Project – Supply and Installation of Cubit Modular Vault Building at Indian Falls Park

Recommendation

Authorize staff to utilize alternate procurement as per Section 19 of MDL Policy 33 to purchase and install a modular building to be used as a double vault washroom at Indian Falls Park from Cubit, for \$32,000.00, excluding HST.

Executive summary

n/a

Background

The Parks & Open Space Standards & Guidelines adopted by Council list the minimum amenity requirements for each category of park. These requirements were developed with accessibility considerations to ensure minimum standards set for municipalities in the Nova Scotia Accessibility Legislation are met. There are currently gaps between the requirements and existing conditions as it is related to washrooms. On June 24, 2025, staff presented washroom options for Parks & Open Spaces for Council to consider. Staff recommended that as Regional and Destination Parks are developed, or existing minimum infrastructure ages, Council should work towards installing vault washroom units that meet accessibility standards.

Discussion

The current approved 25/26 Capital Budget includes project funds for a double vault to be installed at Indian Falls Park. This upgrade came as a recommendation from the accessibility audits as the park has a high degree of accessibility along the existing trail network and is in a remote location and sees high levels of use. In addition, a project is currently underway which will add accessible trail connections, picnic area and park furnishings. On June 24, Council authorized staff to proceed with the Indian Falls Accessible Vault Toilet Capital Project, as listed in the approved 2025/26 Capital Budget, and work towards installing a double waterless vault toilet with a prefabricated building. Since receiving authorization to proceed, staff have worked with Cubit out of Blockhouse, NS on a unique prototype to meet the direction of Council to purchase a prefabricated building for vault use. The particular design for a modular 8'x16' building to be used for the vault project has been finalized. A quotation for the supply and installation of the building has been received by Cubit, and staff are ready to proceed with the project and oversee the installation of the building on top of a septic vault.

Strategic Focus

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

Budget/Financial Implications

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

Climate Change/sustainability

n/a

Inclusion Diversity equity and Accessibility (IDEA@MODL)

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

Strategic Communications

n/a

Work plan

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

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

Alternatives

Do not authorize staff to proceed with the prefabricated double vault at Indian Falls and continue with seasonal porta-potty use.

Conclusion

There are currently gaps between the minimum washroom amenity requirements laid out in the Parks & Open Space Standards and existing conditions. The 25/26 Capital Budget includes funds to install a double vault washroom at Indian Falls. The Cubit prefabricated vault option provides a cost-effective mechanism to enhance amenities and accessibility in Regional and Destination Parks, and installation of a Cubit double vault at Indian Falls is recommended by staff as the first step towards closing the gaps in the Standards.

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

Council
Item 7.2
October 28, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Council
Submitted by: Dave Waters Director of Economic Development
Date: October 28, 2025
Re: Community Hub Fitup

Recommendation

That Council authorizes staff to award RCS Construction Inc. the Fitup Tender for completion of the base café, kitchen, event space, boardroom and main community hub common areas in the amount of \$1,365,500 not including HST.

Executive summary

The Fitup Tender was issued to complete the primary portion of the Community Hub that involved most of the District of Lunenburg committed 13,500 sq feet. To best understand the level of effort required to complete the work in the base Café, kitchen, event space, boardroom and main Community Hub common space, the District of Lunenburg had an independent costing expert conduct a Class C estimate. The Class C estimate was compared to the RCS Construction Inc submission.

Community Hub Construction Cost

RCS Construction Inc.	Hanscomb Limited - Class C Estimate
\$1,365,500	\$1,471,500

To facilitate this project, the District of Lunenburg applied Article 19.1.9 of Policy No. 033 – Purchasing and Tendering Policy, which permits work to be performed on or around a leased building or its portions exclusively by the lessor.

The current overall project is on budget but does not include at this time space allocated for programming, or possible office space.

Background

Council approved the Community Hub project in the 2023/24 budget which was part of a partnership with WellTide Health to bring a new Collaborative Healthcare / Community Hub facility to the area and would see the development of a farmers' market, commercial kitchen, event space, boardroom, café and offices. The overall budget was set at \$3,000,000 over three years. Earlier in 2025 council went back out for additional public consultation and shifted the Community Hub away from the farmers market but felt the community would benefit greatly from a community hub with an event space, café, kitchen, boardroom, programming space and offices.

Strategic Focus

The project aligns itself with Council's Strategic Directions of Quality of Life, Affordability and Social Inclusion.

Budget/Financial Implications

The fit-up cost of \$1,365,500 for the event space, café, kitchen, boardroom and common space makes up the single biggest expense in the overall \$3,000,000 budget and allows the District of Lunenburg to remain on budget.

Climate Change/sustainability

N/A

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

N/A

Strategic Communications

N/A

Work plan

This project is part of the Department of Economic Development current 5-year Strategic Plan.

Alternatives

Not proceed with the award and re-evaluate delivery options. However, this would involve a min 15% management oversight fee by Leaser and significant delays.

Conclusion

Staff recommend awarding the Fitup Tender for the base café, event space, kitchen, boardroom and common area to RCS Construction Inc. The Class C cost from Hanscomb Limited shows great value from RCS Construction Inc., which helps the District of Lunenburg provide a much-needed Community Hub and Collaborative Health Care facility to the area.

Report Preparation	
Department	Economic Development
Report Prepared by	Dave Waters Director of Economic Development
Report Approved by	
Date Reviewed by C.A.O.	



Municipality of the District of Lunenburg

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October 21, 2025

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

Dear Mayor and Councillors:

The Policy & Strategy Committee, in session on Tuesday, October 21, 2025, made the following recommendations to Council:

1. That Municipal Council refer the presentation from Be the Peace Institute to the Lunenburg County Anti-Racism & Anti-Discrimination Advisory Committee for advice on how the Municipality can best support the elimination of gender-based violence.
2. That Municipal Council write a letter to the Minister responsible for Education and Early Childhood Development, Brendan Maguire, with copies to local MLA's and ask that they consider educating school age children on gender-based violence.
3. That Municipal Council waive its right of first refusal pertaining to the purchase of 391 Harold Whynot Road in favour of the Department of National Defence.

Respectfully submitted,

Chairperson and Members
Policy & Strategy Committee

/jp

Council
Item 10.1.1
October 28, 2025
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Policy & Strategy Committee
Item: 9.1.1
Date: October 21, 2025

Report to: Policy & Strategy Committee
Submitted by: Ella Gindi, Planner II & Alex Dumaresq, Deputy CAO
Date: October 21, 2025
Re: Gender Based Violence Epidemic & Municipal Roles

Recommendation

- 1. Move that Council refer the Be the Peace Institute's presentation to Lunenburg County Anti-Racism & Anti-Discrimination Advisory Committee (ARADAC) for advice on how Lunenburg County Municipalities can best contribute towards eliminating gender-based violence.**
- 2. Move that Council direct staff to investigate expanded support for the senior safety program and community grants to support gender-based violence education and prevention initiatives.**

Executive summary

On December 6, 2023, Municipal Council formally declared **Gender-Based Violence (GBV)** an epidemic. This action was rooted in the findings of the *Mass Casualty Commission's* report, *Turning the Tide Together*, which identified GBV as a key systemic issue contributing to Canada's largest mass casualty event. The report called for a "whole-of-society" response, urging all levels of government to take coordinated and meaningful action.

The declaration acknowledged that GBV impacts women, girls, and gender-diverse individuals in every community including the Municipality of the District of Lunenburg (MODL). It

emphasized the need for education, culture change, prevention, and support systems that reflect the lived realities of those affected.

On February 28, 2025, **Be The Peace Institute** presented to Council, reinforcing the urgency of the declaration and recommending a range of municipal actions. Key recommendations included:

- Adopting a **Gender-Based Analysis Plus (GBA+)** lens across all municipal work;
- Investing in **prevention, inclusive services, and housing**; and
- Promoting **regional coordination and inter-agency collaboration**.

Staff have reviewed the presentation, community input, and current municipal initiatives. A number of actions are already underway, and further steps are recommended to advance the municipal response. Staff recommends Council to refer specific items related to policing, policy, and housing to the appropriate committees and consider formalizing the use of a GBA+ framework across municipal operations.

Background

Gender-based violence includes all forms of violence rooted in gender norms and unequal power dynamics. It is perpetrated against individuals based on gender identity, gender expression, or perceived gender. GBV includes intimate partner violence, domestic abuse, family violence, sexual violence, and coercive control, and can take physical, emotional, psychological, sexual, and economic forms.

The impacts are most profound among women, girls, 2SLGBTQIA+ individuals, and those in rural or marginalized communities. In Nova Scotia, underreporting remains a significant barrier. Causes of low reporting include fear, distrust in institutions, lack of access to support, and systemic discrimination.

Nova Scotia has:

- Higher-than-average GBV rates nationally.
- Seven femicides since October 2024.
- The highest self-reported rates of human trafficking in Canada.
- Less than 2% of GBV incidents reported to police, due to distrust, lack of services, stigma, and fear.

The Mass Casualty Commission's "Turning the Tide Together" report identified GBV as a key systemic issue, requiring urgent, coordinated action at all levels of government. Municipalities, as local service providers and employers, have a critical role to play in prevention, response, and cultural change.

GBV imposes significant human and economic costs and is a recognized public safety and human rights issue. Council's declaration is both a call to action and an opportunity to lead with prevention and policy solutions.

Discussion

The declaration of GBV as an epidemic signal a need for coordinated and sustained municipal action. There is an opportunity to act on key issues identified through community consultation, the Mass Casualty Commission, and the Be the Peace report.

The following section outlines the key GBA+ issues identified in the Be the Peace report, along with recommendations from the IDEA staff to address them.

Analysis of Key Issues and Recommendations

1. Root Causes: Economic Dependency & Poverty

Financial dependence and housing insecurity are significant barriers to leaving abusive situations. Survivors often remain in unsafe environments due to a lack of affordable housing, income security, or childcare. Currently, Roof 25 and South Shore Open Doors Association (SSODA), Harbour House, and the John Howard society provide emergency or transitional housing and housing support services in Lunenburg County. While not willing to share precise information about clients and occupancy rates, the organizations report that the transitional spaces are regularly at or close to full capacity.

Currently

- MODL provides discretionary grants totaling \$10,000 to SSODA and local foodbanks annually
- Community non-profits serving MODL residents are also eligible for application-based grant programs provided by the Municipality.
- The Municipality is leading a regional effort to establish a regional economic development platform to catalyze economic growth

- The Municipality is in the process of developing a Housing Strategy to increase the supply of units and improve housing affordability.

Options for Expanded Action:

- Continue to support the development and implementation of a housing strategy, ensuring it includes consultation with GBV-informed civil society groups.
- Refer the need for middle-stage transitional housing to the Regional Equity & Inclusion Committee.
- Request the regional economic development platform explore initiatives to increase women's economic participation
- Explore inclusionary housing policies through the MPS/LUB review.

2. Public Safety Beyond Policing

Safety means more than emergency response. Advocates emphasized prevention, community services, transportation, and education. The GBV report noted gaps in mental health care, childcare, transportation, and rural crisis response. While the education and community services systems are squarely within provincial jurisdiction,

Currently:

- Council's work with Lunenburg County Wheels has resulted in point-to-point transportation service now provided throughout the municipality.
- Council has also prioritized the expansion of a fixed route transit service in Cookville, Hebbville and Wileville.
- Council currently provides \$25,400 in annual funding for the Seniors safety coordinator which provides invaluable support, prevention and education to vulnerable seniors.

Options for expanded action:

- Initiate a discussion with the Seniors safety initiative on possible expansion of their services.
- Promote inclusive use of libraries, community hubs, and LCLC.
- Encourage community grants for GBV prevention.

3. GBA+ Lens in Municipal Work

A GBA+ lens helps identify and address the impacts of gender and other identity factors on

municipal services, policy, and planning. The GBV report stressed the need for GBA+ to be applied in decision-making and budget processes.

Currently:

- Council has adopted a equity and inclusion lens to its decision-making process, to improve considerations of issues such as gender bias in municipal processes and decisions.
- As a result of the IDEA@MODL program all staff have completed training on implicit bias, crucial conversations and introductory anti-racism training. Further training is currently being prepared on gender and misogyny in the workplace.

Options for expanded action:

- Staff recommend referring GBA+ lens development to the Regional Equity and Inclusion Committee. The committee will be well positioned to identify tools, concepts and approaches to enhance the consideration of GBV-issues in the IDEA lens.
- Consider community partnerships to inform future municipal strategies through a GBA+ lens.

4. Policing & Reporting Barriers

Systemic issues such as underreporting, distrust in institutions, and harmful police culture were emphasized across all sources. Survivors—especially from marginalized groups —report being dismissed, blamed, or retraumatized by interactions with police.

Policing in Nova Scotia is at a point of significant change. The Province has announced its intention to work towards a provincial police force, in part as a response to the Mass Casualty Commission. They have also indicated that Police advisory boards will be replaced with new bodies focusing on community safety. Until the provincial direction for policing governance, standards, and delivery are clear, staff do not recommend further work on this area.

5. Community Awareness & Strategic Partnerships

Public education and multi-sector coordination are critical to prevention. The GBV report identified a need for broader awareness and better collaboration between government, frontline services, and community groups.

- A letter has been sent to the province requesting support and funding.

- Staff recommend referring regional awareness coordination to the Regional Equity & Inclusion Committee.

Summary

Several current strategic priorities of Council are targeted at some root causes identified by the institute, in particular the Regional economic development platform, the draft housing strategy, and expanding public transit. Council should continue this important work.

Internally, Staff are pursuing training for gender bias, with the intention of changing personal attitudes, institutional policy and organizational culture. This work is very important in ensuring municipal staff are attuned to this issue and well positioned to be a positive force in the changes called for in the Commission's recommendations.

The establishment of the Lunenburg County Anti-Racism & Anti-Discrimination Advisory Committee (ARADAC) provides an idea forum for Council to receive expert advice on several matters raised by the institute. Not only will the committee have access to first voice perspectives and expertise, but they will also provide a regional view for a topic that clearly spans across municipal boundaries. Specific topics of value for referral include: Gender-Based Analysis (GBA+) lens development, middle-stage transition housing, training and regional awareness efforts.

In preparation for the 2026/27 budget deliberations, there are 2 specific funding areas that could provide significant community benefit. Staff recommend further investigation into the potential to increased funding for Senior Safety programming, and community grants focused on GBV prevention and response.

Strategic Focus

Addressing gender-based violence and exclusion directly contributes to improved quality of life and economic development. Work in several strategic areas (housing, regional economic development and public transit) are focused on broad-based improvements that will also improve safety and well being for individuals at risk of experiencing gender-based violence.

Budget/Financial Implications

No implications at this time; further financial information will be required if council wishes to further explore the expanded seniors safety program or community grants for GBV initiatives.

Climate Change/sustainability

Not applicable

Inclusion Diversity equity and Accessibility (IDEA@MODL)

- The GBA+ lens and consultation with affected communities align with MODL’s equity and accessibility commitments.
- Actions ensure policies are inclusive of women, girls, LGBTQIA+ people, and rural and marginalized populations.

Strategic Communications

- Not applicable at this time.

Work plan

The actions recommended for expanded response do not fall outside of established workplans. Further review would be required after receiving advice from the ARADAC.

Alternatives

- Maintain current initiatives and refer the presentation to the regional committee (ARADAC).
- Delay decisions pending further provincial guidance or funding commitments.
- Council could also direct staff to undertake further review on a particular area identified within the institute’s presentation.

Conclusion

Declaring gender-based violence an epidemic was an important step. To follow through meaningfully, Council should support concrete actions that reflect the urgency of this crisis. Staff recommend targeted referrals, policy development, and community investments to align municipal leadership with the call to end GBV.

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

APPENDIX

EMERGENCY AND TRANSITIONAL HOUSING BRIDGEWATER, NS

Roof 25

25 Phoenix St. Bridgewater, NS B4V 1M7

15 beds open to all adults (19+)

Roof 25 opened two years ago and is an emergency shelter. Various times of the year they are at full capacity, last winter the average was 11 guests per night.

Harbour House

P.O. Box 355 Bridgewater, NS B4V 2W9

15 rooms for women and children

Harbour House is an emergency/ transitional shelter for women and children who have experienced domestic violence. Besides shelter, they provide outreach services, violence prevention programming in schools to name a few. Their rooms can accommodate women and their children. Harbour House serves Bridgewater as well as Lunenburg and Queens Counties. They would welcome speaking to Council in the fall about their work and the realities on the ground.

John Howard Society of NS

King St. Bridgewater, NS

4 beds for male identifying clients

The John Howard Society of NS opened less than a year ago and would be considered a transitional shelter. Each client has a private bedroom with shared facilities and access to support/ programming. They are at full capacity, with a waiting list.

Council
Item 10.2.1
October 28, 2025
Authorization: T. MacEwan



Memorandum

To: Mayor McLean-Wile and Councillors

From: Fire Services Coordinator

Date: October 28, 2025

Re: Recommendations of appointment to the Fire & Emergency Services Committee

At the September 4, 2025 meeting of the Fire & Emergency Services Committee, the application received to fill the vacant Member-At-Large position on the Committee was reviewed.

The Committee is recommending that Brooke Gray be appointed as a Member-At-Large on the Fire and Emergency Services Committee for a three-year term commencing November 1, 2025.

Respectfully submitted,

Chair and Members
Fire & Emergency Services Committee

Council
Item 11.1.1
October 28, 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 & Tourism
Date: October 28, 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 \$240.00 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 were two donations, totalling \$250.00. The amount of \$240.00 is recommended as \$10.00 will be retained by MODL for administrative charges as per Policy MDL-48.

Discussion

N/A

Strategic Focus

Supporting community groups aligns with Council's Quality of Life priority and although not infrastructure owned by the Municipality the Designated Community Fund does support

maintaining or developing community infrastructure, which aligns with the municipality's infrastructure priority.

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 is part of the Department's work plan.

Alternatives

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

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