

Municipality of the District of Lunenburg

Minutes of a Meeting of Municipal Council

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, N.S.

Tuesday, November 25, 2025 – 9:00 a.m.

Attendance

Mayor Elspeth McLean-Wile

Deputy Mayor Chasidy Veinotte, District 10

Councillor Morgen Reinhardt, District 1

Councillor Martin Bell, District 2

Councillor Pam Hubley, District 4

Councillor Cathy Moore, District 5

Councillor Alison Smith, District 6

Councillor Edgar Burns, District 7

Councillor Ben Brooks, District 9

Regrets

Councillor Kacy DeLong, District 8

Councillor Wendy Oickle, District 3

Staff

Tom MacEwan, Chief Administrative Officer

Alex Dumaresq, Deputy CAO

April Whynot-Lohnes, Municipal Clerk

Tina Robichaud-Bond, Executive Assistant

1. Call to Order

Mayor McLean-Wile called the meeting to order at 9:00 a.m. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2. Announcements/Acknowledgements/Recognition

Councillor Smith announced that November 25 was the first day of the 16 Days of Action Against Gender Based Violence which began in 1999 to raise awareness against gender-based violence.

Mr. Dumaresq welcomed Lisa Andrews, the new Executive Assistant to the Mayor.

Mayor McLean-Wile provided well wishes to the lobster fisherman on this season's dump day. She also acknowledged the Christmas tree growers for an upcoming busy month.

3. Public Input - Nil

4. Approval of Agenda

Moved by Deputy Mayor Veinotte, seconded by Councillor Hubley that the Agenda be approved as circulated. Carried unanimously.

5. Approval of Minutes – Special Council – October 27, 2025; Council – October 28, 2025
Special Council – November 4, 2025

The Minutes of the October 27, 2025 Special Council meeting were approved as circulated.

The Minutes of the October 28, 2025 Council meeting were approved as circulated.

The Minutes of the November 4, 2025 Special Council meeting were approved as circulated.

6. Business Arising from Minutes - Nil

7. Nomination & Election By Ballot – Deputy Mayor

7.1 MODL Policy 011 Deputy Mayor

April Whynot-Lohnes, Municipal Clerk, reviewed the procedure in place under Policy 011 Deputy Mayor to receive nominations by ballot for the position of Deputy Mayor, and explained the recent amendment to the Policy that allowed for the Deputy Mayor to serve two consecutive terms.

Those nominated for the position of Deputy Mayor were Councillors Veinotte, Bell, Reinhardt, and Brooks.

Councillors Bell, Reinhardt, and Brooks declined the nomination for the position of Deputy Mayor, leaving Councillor Veinotte as the sole nominee.

Councillor Veinotte was acclaimed as Deputy Mayor for a second term.

Moved by Councillor Moore, seconded by Councillor Smith that the ballots be destroyed. Carried unanimously.

8. Awarding of Tenders/RFPs

8.1 Award of RFP 2025-01-407 Regional Economic Partnership Framework

Dave Waters, Director of Economic Development reviewed the report, "Regional Economic Development Partnership RFP" (circulated with the agenda) providing details on the project and the recommendation to award the RFP to Stiletto Consulting Limited.

2025-195 Moved by Councillor Hubley, seconded by Councillor Brooks that Municipal Council award RFP 2025-01-407 Regional Economic Partnership Framework Proposal to Stiletto Consulting Limited in the amount of \$84,610 plus HST to be shared between the District of

Lunenburg, the Region of Queens, the Town of Bridgewater, the Town of Lunenburg, and the Town of Mahone Bay, with the District of Lunenburg's contribution being \$20,000.

It was clarified that Stiletto Consulting Limited would look at how other regional partnership entities in North America, including the past REN, are structured and provide options on how to move forward with a regional economic development plan that fits our region.

It was noted that a draft plan would be available for review by end of July in preparation for Council's decision in September.

The Motion on the floor was voted on and carried unanimously.

8.2 Award of RFP 2025-05-402 Art on the Trail/Park

Kelly Cunningham, Active Living Coordinator reviewed the report "Art on the Trail/Park – RFP # 2025-05-402" (circulated with the agenda), providing details on the art installation and the recommendation to award the RFP to Mind's Eye Creative Consulting.

2025-196 Moved by Councillor Smith, seconded by Councillor Moore that Municipal Council award RFP 2025-05-402 Art on the Trail/Park for installation at Indian Falls Park to Mind's Eye Creative Consulting in the amount of \$43,600 plus HST.

It was suggested that a project such as this, that potential proponents be given more time to submit proposals.

The Motion on the floor was voted on and carried. Opposed: Councillor Brooks

9. Presentations/Scheduled Times - Nil

10. Recommendations from Committees & Boards

10.1. Finance Committee

10.1.1 Amendments to Policy 102 Audit Committee

A recommendation from the Finance Committee, including a report titled "Amendment to Policy 102, Audit Committee" was circulated with the agenda.

Elana Wentzell, Director of Finance, gave a summary on the proposed amendment.

2025-197 Moved by Councillor Hubley, seconded by Councillor Brooks that Municipal Council accept the recommendation of the Finance Committee and adopt amendments to Policy 102 Audit Committee, as presented. Carried unanimously.

10.1.2 Amendments to Policy 003 Council Members' Remuneration, Benefits & Expenses

A recommendation from the Finance Committee, including a report titled "Amendment to Policy 003, Council Members' Remuneration, Benefits and Expenses" was circulated with the agenda.

Elana Wentzell, Director of Finance, gave a summary on the proposed amendment.

2025-198 Moved by Councillor Reinhardt, seconded by Deputy Mayor Veinotte that Municipal Council accept the recommendation of the Finance Committee and adopt amendments to Policy 003 Council Members' Remuneration, Benefits and Expenses, as presented. Carried unanimously.

10.2 Policy & Strategy Committee

10.2.1 Sherbrooke Lake and Tributaries – Recurring Water Sampling

A recommendation from the Policy & Strategy Committee, including a report titled "Sherbrooke Lake Stewardship Committee" providing details regarding the request to conduct a recurring sampling of Sherbrooke Lake and tributaries, was circulated with the agenda.

Alex Dumaresq gave a summary of the report.

2025- 199 Moved by Councillor Smith, seconded by Councillor Brooks that Municipal Council accept the recommendation of the Policy & Strategy Committee and approve conducting a three-year recurring water sampling of Sherbrooke Lake and tributaries, adopting the same regime that was used for the baseline program.

It was suggested that the motion be amended to provided for a 50% cost recovery.

Motion to Amend

Moved by Councillor Bell, seconded by Councillor Hubley, that the motion on the floor be amended to add "and that 50% of the cost be recovered via an area rate from those with property abutting the lake, and within the Municipality of Lunenburg boundary" to the end of the motion.

Council discussed the following:

- additional staff time required for this amendment;
- the higher cost burden for lakes with fewer residents;
- further controversy for property owners on the lake; and
- impact on willingness of volunteers to continue;

The Motion to Amend was voted on defeated. Those Opposed: Councillors Moore, Reinhardt, Brooks, Burns, Smith, Deputy Mayor Veinotte, and Mayor McLean-Wile.

The original motion on the floor was voted on and carried. Those Opposed: Councillors Bell, Hubley, and Deputy Mayor Veinotte

10.2.2 Approval of Amendments to Policy 002 Committees

A recommendation from the Policy & Strategy Committee, including a report titled "Amendment to Policy 002, Committees" was circulated with the agenda.

April Whynot-Lohnes, Municipal Clerk, reviewed the report, explaining the extension of terms.

2025-200 Moved by Deputy Mayor Veinotte, seconded by Councillor Brooks that Municipal Council accept the recommendation of the Policy & Strategy Committee and adopt amendments to Policy 002 Committees, as presented. Carried unanimously.

10.2.3 Household Water Supply Upgrade Program Financing Budget

A recommendation from the Policy & Strategy Committee, including a report titled "Household Water Supply Upgrade Program Financing Budget" was circulated with the agenda.

Tom MacEwan, CAO, reviewed the report, clarifying the terms of the financing agreements entered into prior to and after January 1, 2026.

2025-201 Moved by Councillor Bell, seconded by Councillor Hubley that Municipal Council accept the recommendation of the Policy & Strategy Committee and approve an additional \$900,000 for the Water Supply Upgrade Program, to be paid from the General Operating Reserve. Carried unanimously.

10.2.4 Proposed Amendments to By-law 047 Potable Water Supply Upgrade Lending Program

Tom MacEwan, CAO reviewed the report, "By-law 047 Potable Water Supply Upgrade Lending Program Amendments" (circulated with the agenda), providing details on the proposed amendments to By-law 047.

Concerns were raised that the program does not have an income cap, which would ensure that those who are financially disadvantaged are not prioritized on the waiting list.

2025-202 Moved by Councillor Bell, seconded by Councillor Moore that Municipal Council conduct First Reading of amended By-law 047 Potable Water Supply Upgrade Lending Program, as presented, and provide notice of its intention to consider Second Reading and adoption on December 9, 2025. Motion carried. Those Opposed: Councillors Reinhardt and Smith.

10.2.5 Proposed Amendments to Policy 058 Fees

April Whynot-Lohnes, Municipal Clerk, reviewed the report, "Amendments to Policy 058, Fees" (circulated with the agenda), explaining that the amendment required to the policy to reflect the amendments to By-law 047.

2025-203 Moved by Councillor Moore, seconded by Councillor Hubley that Municipal Council adopt amendments to Policy 058 Fees, as presented, and give seven days' notice of its intention to adopt the amended policy on December 9, 2025. Carried unanimously.

11. Staff Reports

11.1 Administration

11.1.1 Amendments to TOR-002 Fire & Emergency Services Committee

April Whynot Lohnes, Municipal Clerk, reviewed the report "Amendments to Terms of Reference – 002, Fire & Emergency Services Committee" (circulated with the agenda), providing details on the proposed amendment to the membership terms.

2025-204 Moved by Councillor Hubley, seconded by Councillor Brooks that Municipal Council adopt the amendments to TOR-002 Fire and Emergency Services Committee, as presented. Carried unanimously.

11.1.2 Review of Councillors Terms on Committees & Boards

April Whynot Lohnes, Municipal Clerk reviewed the report, "Review of Committee and Board Councillor Terms", (circulated with the agenda), explaining that the revisions to the Committee List were in relation to direction given at the November 25, 2025 Finance meeting, and the subsequent above-noted amendments made to the By-law, Policy, and Terms of Reference.

2025-205 Moved by Councillor Smith, seconded by Councillor Brooks that Municipal Council approve the revisions to the Committee, Boards and Commissions appointment list, as presented. Carried unanimously.

11.1.3 2025 GRID Application – Centre School Demolition & Remediation

A report from Amy Wamboldt, Grant Coordinator, titled "2025 GRID Application - Centre School Demolition and Remediation", was circulated with the agenda.

Alex Dumaresq, Deputy CAO, provided an explanation of the GRID program and reported that the Province required a motion to show support for the demolition and remediation project.

2025-206 Moved by Councillor Bell, seconded by Deputy Mayor Veinotte that Municipal Council endorse the Centre School demolition and remediation project as its submission to the 2025 Growth and Renewal for Infrastructure Development funding program.

It was noted that the Centre School had been considered for potential housing development or a park. However, the costs associated with remediation and the inability to secure quality water posed challenges for such initiatives.

The Motion on the floor was voted on and carried unanimously.

11.2 Planning & Development

11.2.1 Rocky Lake Charge Area – Agreement Clarification

Norma Schiefer, Manager of Development, reviewed the report, “Rocky Lake Charge Area agreement clarification”, (circulated with the agenda), explaining that the proposed amendment to the current agreement with David Sutherland.

2025-207 Moved by Councillor Hubley, seconded by Councillor Smith that Municipal Council amend the December 14, 2023 Renewal Agreement for the collection of private road fees, between David Sutherland and the Municipality of the District of Lunenburg, by replacing Clause 8, as presented. Carried unanimously.

Council recessed at 10:24 a.m. and resumed at 10:36 a.m.

12. Mayor’s/Deputy Mayor’s/Councillors’ Matters

12.1 MJSB Update

Councillor Hubley provided an update on the following matters of the Municipal Joint Services Board:

- tipping floor project
- outstanding issue with insurance regarding negotiations regarding ERP/PPP
- review of holiday hours of operation
- development of a dual MJSB website – shared services and waste management
- update on fire smart brush program

It was noted that the MJSB would be taking the lead on public communication regarding the changes to the regulations around EPR and that there would be minimal impact on residents when the contract was fully executed.

12.2 Deputy Mayor’s Update

Deputy Mayor Veinotte advised that she attended the NSFM Conference; public consultation sessions; housing strategy session; REMO meeting; Lunenburg/Queens Awards banquet; community duties; agenda briefings, and cheque signing.

12.3 Mayor’s Update

Mayor McLean-Wile’s update is attached to the Minutes.

13. Added Items – Nil

14. In Camera

At 10: 51 a.m., it was moved by Councillor Hubley, seconded by Councillor Moore that Municipal Council go In Camera to discuss the following items:

14.1 Contract Negotiations under Section 22(2)(e) of the MGA

14.2 Contract Negotiations under Section 22(2)(e) of the MGA

Carried.

Municipal Council In Camera in session.

At 11:47 a.m., it was moved by Councillor Hubley, seconded by Deputy Mayor Veinotte that Municipal Council come out of In Camera and return to open session. Carried.

Municipal Council in session.

Council recessed at 11:48 a.m. and resumed at 1:00 p.m.

15. Municipal Wide Planning

15.1 Public Input regarding Municipal Wide Planning

There were no public members in attendance for public input.

15.2 Staff Presentation & Direction Report #1

A report from the Municipality's Planning Staff titled "Municipal-Wide Land Use Planning – Council Direction Report #1", was circulated with the agenda.

Reid Shepherd, Deputy Director of Planning & Development Services, Ella Gindi, Planner II Rosemary Young, Planner I, and Anna Giblin, Planner I were in attendance to give a presentation on "Municipal-Wide Land Use Planning – Council Direction Workshop #1". Mr. Shepherd explained that the intent of the presentation was to get direction from Council on how to proceed with the draft #2 of the Municipal-Wide Planning document.

Ms. Giblin began the presentation by providing an overview of the matters arising from the Municipal-Land Use planning. Council discussed 3 options for the following matters and chose their preferred option for each category:

Livestock Operations

- Setback for new barns and manure storage structures – Option 1
 - no categories for livestock and no limitations on livestock operations

- Setback for new developments from existing farms – Option 2 or 3
 - require a setback but determine distance later (between 50m-150m)
 - with an option around site plan process to apply to various sized farms.

Agricultural Land Protection

- Agricultural Land Protection – Option 3
 - create zone that limits subdividing lands, with restrictions on private roads and flag lots
 - with revision to formula

Home based businesses

- Home Based businesses – Option 2
 - regulate in specific residential only zones to minimal extent, include nonpermitted uses and maximum floor area
 - prepare list of prohibited uses
 - add provisions for private roads

Recreational Vehicles

- Habitation – Option 3 (Mixed consensus)
 - increase 30 days to 90 days.

16. Adjournment

There being no further business, the meeting adjourned at 3:20 p.m.

Mayor's Report

November 25, 2025

For all of us the last six weeks have been very busy with many community events and a significant number of public engagement and council meetings.

Most recently we participated in the annual conference of the Nova Scotia Federation of Municipalities. I want to congratulate Councillor Smith on her election to the Board of Directors. Our neighboring mayor David Mitchell was elected as president. These meetings provide educational opportunities, networking activities with councillors from across Nova Scotia and an opportunity to speak directly with a wide array of provincial ministers who have specific interests in municipal work.

I took three days of training in the Art of Hosting lead by Tim Merry of Mahone Bay. This workshop provided the 60 participants with practical experience in leading and planning meeting structures and facilitation. It was an excellent session, and I appreciated the opportunity for professional development. I have suggested some staff should take the training to provide a valuable internal resource given the number of meetings and activities we are involved in hosting or leading.

I attended a conference on Wildfire Prevention and Mitigation along with Councillors Smith and Oickle. The event was well attended by many local woodlot owners and provided a good introduction to the need for prevention and planning associated with mitigation of wildfires. Western provinces have established programs operating at the municipal government level because of the serious fires they have experienced in the last ten years. The Atlantic provinces do not have the same history with forest fires and so the conference was well appreciated and outlined many of the considerations that should be made by both provincial and municipal governments along with landowners and woods contractors.

Councillor Reinhardt and I attended a community meeting about the road conditions in the Artie's Cove area near Vogler's Cove and Cherry Hill. Department of Public Works staff announced some road improvements to be completed during the summer of 2026.

I attended an open house at the Indian Point dry hydrant location. This project required a lengthy series of approvals from the Department of Environment, Department of Public Works, Department of Natural Resources and the local homeowner whose property abuts onto the pond where the dry hydrant is located. There was considerable community support for the project which cost approximately \$70,000.

I attended my first Diwali celebration at the Nova Scotia Community College. These events do provide opportunities for the broader community to develop an appreciation for the cultural traditions that are alive in our community.

The Volunteer Summit was well attended with between 80-90 people present from a wide cross section of community organizations. From those I spoke with, the event was appreciated and the workshops on fundraising, community halls, social media and grant-writing were well received. Given our discussions on community development our need to support the training and recognition of the volunteer sector will continue to be important.

I attended an event celebrating the Energize Bridgewater project which will conclude in March of 2026. McGill University researchers presented information which assessed the impact of the project.

Councillors Reinhardt, and Councillor Oickle attended a presentation reporting on the opportunity to develop a year-round farmers market in Bridgewater. The report indicated the strong local community base of shoppers at the market which is different from Lunenburg and Hubbards markets which have a significant tourism component in their shoppers. The Bridgewater Farmers Market will need renovations to the arena to allow for a year round market as currently there is no heat in the section used by the market vendors. A commercial kitchen is also needed to support development of some of the vendors and provide another outlet for food sales. I fully expect we will be hearing more about the future development of the Market. The arena building was reclad this summer and the yard used by the Market vendors was paved which provides a significant improvement for shoppers and vendors. These improvements were provided by the Town of Bridgewater.

Last Thursday was the annual Lunenburg-Queens Business Excellence Awards. It was a sold out event with a number of winners with businesses in MODL –Lisa Learning's AtlanTICK for export, Lloyd Bonang and South Shore Ready Mix, Lifetime Achievement Award and Buck's Home Hardware, entrepreneur of the year.

Other events included I participated or attended included:

- The 10th Annual Lunenburg Literary Festival sponsored by the South Shore Library.
- Remembrance Day Parade at the Bridgewater Cenotaph
- Remembrance Day Banquet at the Legion in Bridgewater
- Christmas in Petite, a showcase of makers from the Petite area

- Unbridled, the annual event hosted by the Margaret and Ernest Carver featuring the work of their son Matthew and several local makers and crafters
- Northfield Fire Department annual banquet and service award presentation

Prepared by :

Elsbeth McLean-Wile