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Municipal Council Meeting Agenda

Tuesday, July 28, 2026 – 9:00 a.m.

MODL Council Chambers – 10 Allée Champlain Drive, Cookville

- 1. Call to Order**
 - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda** (as circulated)
- 5. Approval of Minutes – July 14, 2026**
- 6. Business Arising from Minutes Nil**
- 7. Awarding of Tenders/RFPs**
 - 7.1 River Ridge Commons Playground 1-15
- 8. Presentations/Scheduled Times**
 - 8.1 Fort Point Museum Strategic Plan 9:15 a.m. 16-20
- 9. Consideration of Correspondence -Nil**
- 10. Recommendations from Committees & Boards**
 - 10.1 Policy & Strategy Committee**
 - 10.1.1 Letter of Support – NS Working Woodlands Trust 21
 - 10.2 Nominating Committee**
 - 10.2.1 Representation on Lunenburg County Wheels Board 22-23
- 11. Staff Reports**
 - 11.1 Planning & Development**
 - 11.1.1 Proposed Private Roads Standards..... 24-30
 - 11.1.2 Household Water Supply Upgrade Program Funding 31-34
 - 11.1.3 Climate Resilience and Sustainability Dashboard Preview
 - 11.2 Engineering & Public Works**
 - 11.2.1 Removal of Streetlights, Hirtles Beach Road 35-36

11.3 Administration

11.3.1	Proposed Fire Tax Rates 2026-2027	37-38
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12. Mayor's/Deputy Mayor's/Councillors' Matters

- 12.1 LCLC Update
- 12.2 Deputy Mayor's Update
- 12.3 Mayor's Update

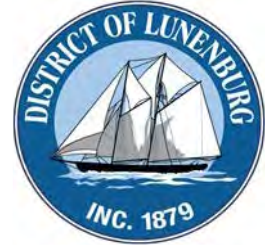
13. Added Items

14. In Camera

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

15. Adjournment

Council
Item 7.1
July 28, 2026
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: July 28, 2026
Re: River Ridge Common Playground Replacement

Recommendation

That the Municipality of the District of Lunenburg Council award the River Ridge Common Park playground upgrades to **Tessier Recreo-Parc** in the amount of **\$104,125.17** plus HST.

Executive summary

The Department of Recreation, Parks and Tourism engaged the services of Cobequid Outdoor Recreation Consultants and Contractors to conduct an inspection on the playground and other wooden amenities at River Ridge Common Park located in Pinehurst. The report noted several features that needed to be replaced with timelines and estimated costs to have them removed and replaced. During the 2026-2027 capital budget discussion \$100,000 was included in the capital budget to replace the playground features in the section of the park that includes the primary playground area.

Using Kinetic GPO, three playground providers were asked to submit proposals. Kinetic GPO is a group purchasing organization established for public sector entities across Canada, with the specific purpose of reducing procurement costs by leveraging the purchasing power of group buying. MODL is a member and is offered access to an extensive contract portfolio that includes competitively awarded contracts from industry-leading suppliers. The contracts are competitively solicited and awarded based on best value. Using Kinetic GPO adheres to the Municipality's procurement policy.

The three companies asked to submit proposals to replace the playground features identified which included a slide, swing set, bird nest and climbing section were:

1. PlayPower LT Canada
2. Tessier Recreo-Parc
3. Cobequid Outdoor Recreation Consultants and Contractors

All three companies meet with staff on site to get a better understanding of what was being asked of them in a proposal. Two of the three companies submitted proposals – one from PlayPower and the other from Tessier. Cobequid Outdoor Recreation Consultants & Contractors communicated that they would not be submitting a proposal mainly due to their current workload.

The proposal submitted by **PlayPower** provides a design and features of what is often viewed as more traditional playground and uses green and beige colors to keep with the more natural park setting. The cost excluding HST is \$99,817.53. Please see attached concept.

The proposal from **Tessier** provides a natural playground look and feel and is made from Scots Pine. Their stand-alone slide is a more traditional design. The proposal includes two options for the swing set, both exclusive of HST:

1. **Option one** matches the natural playground looks and is made of Scots Pine with a cost of \$115,607.
2. **Option two** provides a more traditional swing set for \$104,125.17.

Please see the attached concept plans including option one and option two for the swing set.

Both PlayPower and Tessier were asked to include accessible and inclusive features in the playground structures and to include a free-standing slide as opposed to a hill slide for long term maintenance and safety reasons.

The current playground uses engineered wood fibre surfacing which does meet the minimum standards for accessibility and the intention would be to continue using the wood fibre. It does require a higher level of maintenance and needs to be topped up to meet safety standards.

PlayPower Proposal

The proposal submitted by PlayPower includes the following:

1. **A bird swing** (referred to as a multi-user Arch Swing) which includes a ramp to increase accessibility of this feature. This would replace the current bird swing at the park which currently does not feature a ramp.

2. **Grasshopper, C Spring Rider, sway net and Stand-N-Spin** to replace the climbing features.
3. **A free-standing slide**, as requested.
4. **A swing set area** which includes two belt seats, an inclusive swing, tot swing and a generation swing (parent and child swing). The swing caters to various age groups and abilities. There is a ramp featured in this section to increase accessibility.

A summary of the warranty is included as an attachment to the report. There is a limited **15-year warranty** on the rigid main play structure, plastic, steel and vinyl coated components against structural failure due to corrosion and defects in materials and workmanship.

Tessier Proposal

The proposal submitted by Tessier for the playground area includes the following:

1. **A bird swing** to replace the current one and includes a ramp to increase accessibility of this feature. The current bird swing does not have a ramp.
2. **A free-standing double wave slide** as requested, showing a more natural green colour)
3. **A swing set** where two options were provided:
 - (a) **Option one** is using Scots Pine frame and includes two belt seats, inclusive swing, and a Hugo and Ines swing which can hold up to five people. This swing provides seating space in the middle to give children support without feeling cramped.
 - (b) **Option two** provides a more traditional swing set with two belt seats, a parent and tot swing and an inclusive swing. A ramp will be provided to the swing feature increasing accessibility.
4. **Gnome Climbing Forest** that includes an inclined wall, two vertical walls, a balance rope and climbing trunks, along with a carousel that spins.

A summary of the warranty is included as an attachment to the report.

- **20-year warranty** for steel components and structures, and elements that are made of high-pressure laminate and Linux- treated parts.
- **15-year warranty** on preserved wooden parts with no ground contact (the features proposed would have no ground contact), aluminum components and fibre-reinforced plastic components
- **10 years warranty** on the finish of steel and aluminum components.

As stated in an email from a representative with Tessier, **“unlike many traditional wooden playgrounds where the wood is buried directly in the ground, Lappset installs its structures using sonotube concrete foundations with galvanized steel supports. The structural wood is**

elevated above the ground on steel beams, meaning it never sits directly in the soil or remains in contact with moisture. This significantly reduces the potential of premature deterioration and is one of the reasons Lappset confidently offers a 15-year warranty on the pressure-treated wood components that are not in ground contact. Maintenance is also very simple. Routine inspections, basic cleaning, and occasional touch-ups are generally all that's required. Lappset provides maintenance instructions and matching maintenance paints, making it easy and cost-effective to keep the playground looking its best for years to come."

The current natural playground did have the wood in the ground, which has caused many of the issues we are facing today such as wood rotting from the inside out.

Background

The Municipality engaged the services of Cobequid Outdoor Recreation Consultants and Contractors to conduct an assessment of the features at River Ridge Common Park located in Pinehurst. The park features a natural playground and other features made out of hemlock (i.e. art features). The report identified heart rot and splitting in the hemlock structures, maintenance to help extend the life and features that should be removed in 2026 such as the hillside slide features, the log maze nest area and the 2 pergolas and other features to be replaced in upcoming years. A number of features have already been removed due to safety concerns such as the slide area, log maze, nest area and the pergolas.

The focus for 2026 is to replace the playground equipment within the area originally designated for the playground, which aligns with the approved budget allocation of \$100,000. Improvements to other areas of the park should be considered as part of future capital budget planning and funding requests.

Discussion

Two proposals were received to replace the play structures in the playground section of River Ridge Common Park.

1. **PowerPlay:** A more traditional playground concept with the cost of features and installation at **\$99,817.53**, excluding HST.
2. **Tessier:** A more natural playground concept
 - (a) **Option one:** **\$115,607** excluding HST
 - (b) **Option two:** **\$104,125.17** excluding HST (more traditional swing set)

\$100,000 was allocated in the capital budget.

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 2026/27 Capital Budget, Council approved a total of \$100,000 for this project.

Climate Change/sustainability

According to the Lappset Group Ltd the northern pine is PEFC-certified which is recognized for promoting sustainable forest management. Also, glues, laminates, wood protection and surface treatments are environmentally friendly. Lappset has stated “from the harvesting of timber to transportation, manufacturing, enjoyment and repurposing, the lifecycle of our wood products is carefully planned for minimal environmental impact. We are ISO 14001 Certified for Environmental Management in Production & Operations.” Components of their design can be easily recycled, restored, or reused at the end of a products life cycle.

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

MODL is committed to making our community more inclusive, diverse, equitable and accessible (IDEA). While not all the playground area will be accessible/inclusive there are accessible/inclusive features that have been added, such as ramps that are currently not present. The Accessibility Coordinator did review both proposals and stated, “both are comparable designs in the features being proposed.”

Strategic Communications

The public were notified that some features would be removed at the park but that the Municipality was working on replacing some of the features, especially in the playground area section of the park.

Work plan

Ensuring the parks are safe and well-maintained falls within the Recreation, Parks & Tourism Department’s workplan.

Alternatives

Option 1: Award the contract to the alternate submission.

Option 2: Award the work to Tessier including option one for the swing set.

Option 3: Do not award the work to either company who submitted proposals.

Option 4: Seek other proposals and bring back to Council.

Conclusion

Staff are recommending that the upgrades to the River Ridge Common Park playground area be awarded to **Tessier Recreo-Parc** for **option two** in the amount of **\$104,125.17** excluding HST which includes the more traditional style swing set as this aligns more with the budget and the features overall aligns with the natural feeling of the park. This option also offers similar warranty to that of more traditional playground features. If Council approves this option the actual cost to the Municipality would be \$108,141.69, (inclusive of MODL's HST rebate) coming in \$8,141.69 over budget. These additional funds could come from the open space capital reserves that as of March 31, 2026, has \$1,111,256 in its account.

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.	

PowerPlay Summary of Warranty

“I’ve attached our warranty document Trudy, but to summarize:

Limited Warranty For As Long As You Own The Product - On all steel posts, stainless steel hardware and steel clamps against structural failure due to corrosion and defects in materials and workmanship. (Meaning.all.the.connection.points.and.the.main.posts;)

Limited 15-Year Warranty - On all rigid main play structure plastic, steel, and vinyl coated components against structural failure due to corrosion and defects in materials and workmanship. (Meaning.any.plastic.pieces.such.as.the.slide.or.the.grasshopper?etc;)

Limited 5-Year Warranty - On all coated steel rope cables against structural failure due to corrosion and defects in materials and workmanship. (Meaning.the.rope.cable.in.your.net.climber;)

Limited 1-year Warranty - against structural failure due to defects in materials or workmanship for all products and components that are not specifically listed

above, including, without limitation, all moving parts, such as swing bearings, chains, trolleys, springs, flexible climbers, and play panel mechanisms. (This.would.apply.to.your.swing.chain?bearings?etc;)”

GENERAL NOTES

AGE GROUP

☒ 1-4 YRS ☒ 5-12 YRS ☐ 13-17 YRS ☐ 18+ YRS

1. ENCLOSEMENT ZONE- THAT ADDITIONAL AREA ADJACENT TO THE PROTECTIVE SURROUNDING ZONE INTENDED TO ALLOW PEDESTRIAN TRAFFIC NEAR THE PLAY EQUIPMENT TO USE WALKS MINIMIZING THE RISK OF INJURY TO PEDESTRIANS. CANADA
2. ALTHOUGH A PARTICULAR PLAYGROUND DESIGN MAY NOT MEET THE PROPOSED ACCESS BOARD REGULATIONS IN REGARD TO THE APPROPRIATE NUMBER OF SPACING LEVELS, THE ACTUAL PLAYGROUND MAY BE IN COMPLIANCE WHEN CONSIDERING EXISTING PLAY COMPONENTS.
3. ALL SEAT HEIGHTS ARE MEASURED FROM TOP OF GROUND COVER.
4. FALL ABSORBING GROUND COVER IS REQUIRED UNDER AND AROUND ALL PLAY EQUIPMENT.
5. THE MINIMUM RECOMMENDED FALL ZONE AROUND THE ENTIRE PLAYSTRUCTURE IS 900MM. THIS ZONE IS TO BE FREE OF ALL TRIPPING OR COLLISION HAZARDS (I.E. ROOTS, ROCKS, BORDER MATERIAL, ETC.).
6. ALL ROPE LENGTHS ARE IDENTIFIED BY TEXT SHOWING THE ROPE LENGTH (I.E. 80" REPRESENTS A 80" ROPE). NET ALL EQUIPMENT MAY BE APPROPRIATE FOR ALL CHILDREN. SUPERVISION IS REQUIRED.

PlayPower 
Serving Canada Since 1947

little tikes **COMMERCIAL**

GALLAGHER
THE GRASSHOPPER
BURIED ONLY
M00000962

SWAY NET
IG ONLY
200203349

STAND -N-SPIN
200201539

3.5" MULTI-USER ARCH SWING
LT0938

SLIDE FREESTANDING 6' WAVE
STRAIGHT
200203667

42' 6" 4 ft.

3.5" 2 SEAT
ARCH SWING
LT0930

BELT SEAT
200202835

BELT SEAT
200202835

INCLUSIVE
SEAT
200203433

GENERATION
SWING SEAT
200203423

TOT SEAT
200202836

CARRIOT
SWING
SEAT
WITH
ANY
SEAT



PROJECT:
Project Description
HALIFAX, NS
LTCPS REP:
Scott O'Reilly
SCOTT O'REILLY
800-265-9953

GROUND SPACE: 114'-6" x 65'
PROTECTIVE AREA: 104'-6" x 54'-6"

DRAWN BY: Scott O'Reilly
DATE: 06/01/2026
PROJECT: 26009742

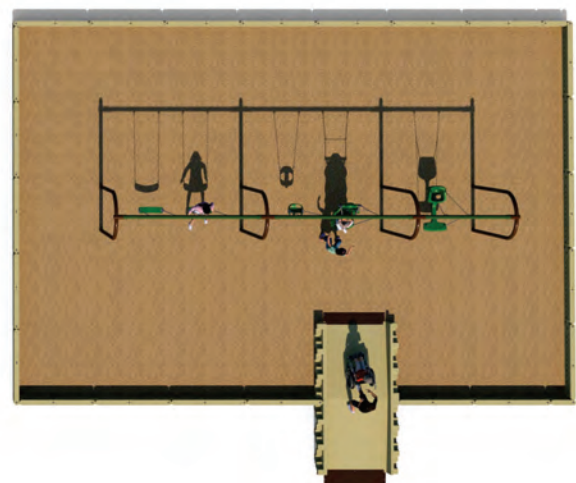
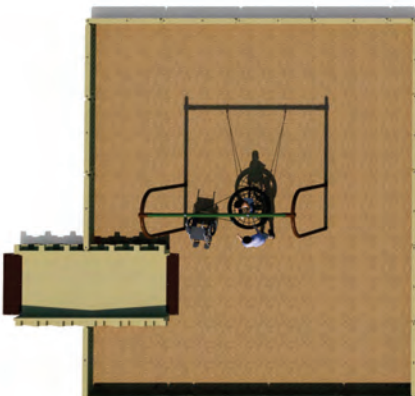
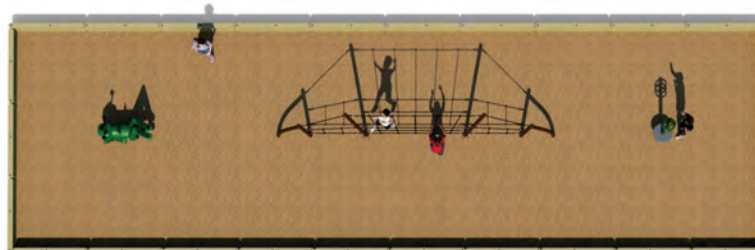
LTCPS - FARMINGTON
878 EAST HIGHWAY 60
MONETT MO 65708
VOICE: 1-800-325-8828
FAX: 417-354-2273

**PLAYGROUND LAYOUT
COMPLIANCE:**

☒ CSA-Z614-PLAYGROUND
EQUIPMENT FOR PUBLIC USE



THE PLAY COMPONENTS
IDENTIFIED IN THIS PLAN ARE IPMA
CERTIFIED. THE USE AND LAYOUT
OF THE COMPONENTS CONFORM
TO THE REQUIREMENTS OF
CSA-Z614.







Warranty Terms and Conditions

These warranty terms cover the products and components manufactured by Lappset as specified below.

The warranty starts on the day the product is delivered from the Lappset Group factory. The warranty is valid only on the condition that the foundation, installation and maintenance work have been carried out and documented according to Lappset Group's instructions. A logbook of the handover inspection and documents for maintenance work carried out have to be presented, if necessary.

Warranty times	
20 years	• steel components and structures • elements made of high pressure laminate (HPL). • Linax-treated parts
15 years	• preserved wooden parts with no ground contact • preserved wooden parts with ground contact (in Europe) • aluminium components • fibre-reinforced plastic components
10 years	• concrete parts • surface finish of steel and aluminium components • climbing grips
5 years	• preserved wooden parts with ground contact (outside Europe) • unpreserved wooden parts • plastic and fibreglass parts • steel reinforced nets and ropes • springs • parts made from Jatoba
3 years	• rubber and rubber-coated parts, polyurethane parts • moving parts, malfunctions • wooden bodies of spring mobiles • steel cables, chains • surface finish of other than steel and aluminium components • Painted or surfaced plywood boards • wooden parts without pressure impregnation (Park)
1 year	• ropes without steel reinforcement • textile elements and stickers • plaster-coated parts • electronic components



Municipality of the District of Lunenburg
River Ridge Common Park

LURR260627LP-A

Presented by



Fictive environment



Municipality of the District of Lunenburg
River Ridge Common Park

LURR260627LP-A

Presented by



Fictive environment



Municipality of the District of Lunenburg
River Ridge Common Park

LURR260627LP-A

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Municipality of the District of Lunenburg
River Ridge Common Park

OPTION 1
LURR260627LP-A

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Municipality of the District of Lunenburg
River Ridge Common Park

LURR260627LP-A

Presented by



Fictive environment

Fort Point
MUSEUM



Council
Item 8.1
July 28, 2026
Authorization: T. MacEwan

2026-2031 Strategic Plan

MODL Council Presentation
Lunenburg County Historical Society
July 2026

A roadmap for strengthening a community, cultural, and tourism asset

Fort Point Museum Today

A community space, heritage site, and resource for residents and visitors.



National Historic Site of
Fort Sainte-Marie-de-Grâce,
the first capital of Acadia

A community museum operated by the
Lunenburg County Historical Society

A steward of local collections, archives,
and archaeological resources

A gathering place for residents,
visitors, and community organizations

A volunteer-supported working with
partners across MODL

Our Strategic Priorities

The strategic plan identifies seven priorities that make up the operations of Fort Point Museum. These fit within three connected areas of focus.

Caring for the Site and Its Stories

Collections, Archives & Interpretation

Facilities Management

Connecting with Our Community

Programming & Events

Communications & Outreach

Partnerships, Advocacy & Cultural Representation

Strengthening the Organization

Organizational Effectiveness

Financial Sustainability

Collections & Interpretation

Preserving the stories connected to this place



What we have accomplished:

Expanding our collections

- Partnered with DeBrisay Museum to accession original artifacts connected to Fort Point
- Installed new interpretive panels sharing archaeological research with visitors

Looking Ahead:

- Improve visitor understanding of the significance of the site
- Continue updating museum displays, including temporary exhibits
- Expand interpretation of Mi'kmaw, French, Acadian, and archaeological history

Programming & Events

Creating opportunities for people to connect with Fort Point



Highlights

- Friday Night Music & BBQ series regularly attracts 125-175 attendees per event
- Weekly Community Coffee morning
- Monthly speaker meetings regularly reach capacity
- Public archaeology continues with St. Mary's University researchers

Other Community events include:

- Lobster Supper fundraiser
- Bike Tours
- School visits
- Weddings and rentals
- Scan-a-thon community digitization event
- Meteor shower astronomy evening

Looking ahead:

- Nature-based, family-friendly programming Fall 2026
- Year-round use of Fort Point as a gathering space

Facilities Management

Caring for a historic site requires ongoing attention and planning.

Work already underway:

- 2025: Exterior painting of museum buildings to improve appearance and protect the structures
- 2026: Relaid pathways and rebuilt the front entrance steps to improve safety, accessibility, and visitor experience

Looking Ahead

- Develop a long-term site revitalization plan to guide future improvements
- Upgrade existing visitor amenities, including outdoor seating, signage, and gathering areas
- Address larger capital needs through planned investment and funding opportunities

A key priority is making sure people know what is happening at the museum.



- New event cards for the season
- New rack cards distributed throughout the region
- Expanded social media following and event promotion
- Improved visitor information

Looking ahead:

- Continue growing awareness
- Reach new audiences
- Better share the stories, programs, and opportunities available at Fort Point

Partnerships & Community Connections

Working together makes more possible. Fort Point's work depends on relationships.



PQP Bird Walk - Spring 2026

- **St. Mary's University**
 - archaeology research, student field placements, and public archaeology programming at Fort Sainte-Marie-de-Grâce
- **DeBrisay Museum**
 - collaboration accessioning materials connected to the site
- **Schools and educational groups**
 - supporting hands-on learning experiences and visits
- **Local businesses and sponsors**
 - helping support programming and events
- **Community organizations and regional groups, including:**
 - Petite Queer Pride and other community partners
 - CPAWS and other nature and environmental organizations
 - Lunenburg County Wheels for transportation assistance

Looking Ahead: 2026-2031

Strengthening Fort Point's contribution to our community

Tourism

- Enhancing Fort Point as a heritage destination and year-round community asset.

Heritage

- Protecting and sharing the stories, collections, and archaeology that make this place unique.

Education

- Expanding opportunities for learning through schools, research, and public programming.

Community

- Creating a welcoming gathering place through partnerships, events, and volunteer involvement.



Thank You

Council
Item 10.1
July 28, 2026
Authorization: T. MacEwan



Memorandum

To: Mayor McLean Wile & Councillors
From: Policy & Strategy Committee Chair
Date: July 21, 2026
Re: Direction of the Policy and Strategy Committee

The Policy and Strategy Committee, in session on Tuesday, July 21, 2026, directed the Mayor to provide a Letter of Support for the Nova Scotia Working Woodlands Trust for application to the Sustainable Communities Challenge Fund. Due to application deadlines, the direction was implemented immediately, and the letter was provided to the organization.

To ratify and confirm this direction given at the PSC meeting, the following motion is required:

“that Municipal Council ratify and confirm the administrative decision to have the Mayor provide a letter of support to the NS Working Woodlands Trust for their application to the Sustainable Communities Challenge Fund, which was undertaken prior to Council consideration due to time constraints”.

Respectfully submitted,

Chair and Members of the
Policy & Strategy Committee

Council
Item 10.2.1
July 28, 2026
Authorization: T. MacEwan



The Municipality of the District of Lunenburg Report

Report To: Mayor and Council
Submitted By: April Whynot-Lohnes
Date: July 28, 2026
Re: Appointment of Council Representative – Lun. County Wheels Board

The Nominating Committee met on July 14, 2026, to review a request from the Lunenburg County Wheels Board, who requested that a member of Municipal Council be appointed to their Board.

The following motion is recommended by the committee:

“that Municipal Council accept the recommendation of the Nominating Committee and appoint Councillor Oickle as Council’s representative on the Lunenburg County Wheels Board, with a term ending October 2028”.

Respectfully submitted,
Nominating Committee

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

June 16, 2026

Mayor Elspeth McLean-Wile & Council

The Municipality of the District of Lunenburg
10 Allée Champlain Drive
Cookville, NS, B4V 9E4

Dear Mayor & Councillors,

Request for a Council Representative to be appointed to the LC Wheels Board

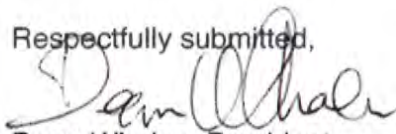
At its June 3, 2026. monthly meeting, the Lunenburg County Wheels Board discussed the financial commitment and ongoing collaboration between LC Wheels and MODL in the service of MODL residents. The result was the following resolution:

That LC Wheels request that MODL appoint a representative to the LC Wheels Board to represent the interests of MODL.

Our Board has monthly daytime meetings.

We would be pleased to provide further information.

Respectfully submitted,



Dean Whalen, President

dean@deanwhalen.ca

519-441-9740

Municipality of the District of Lunenburg

Policy Details	
Name	Private Road Design and Construction Standards
Number	085
Legislative Authority	Municipal Government Act s. 211(1)(a) and 271(3)(g)
Effective Date	

This policy forms Schedule H of the Subdivision By-law.

Schedule H - PRIVATE ROAD DESIGN AND CONSTRUCTION STANDARDS

1.0 GENERAL

The Private Road Design and Construction Standards is intended to balance emergency vehicle access and road quality with the cost of construction of private roads.

1.1 In every case, roadway designs will be prepared by a qualified Professional Engineer licensed to practice in the Province of Nova Scotia and holding valid errors and omissions insurance.

1.2 For greater certainty, all Private Designed Roads shall be designed in accordance with this Schedule and the design drawings shall be prepared and certified by a qualified Professional Engineer licensed to practice in Nova Scotia. Construction of the Private Designed Road shall be inspected and certified as conforming to the approved design by a qualified Professional Engineer licensed to practice in Nova Scotia and retained by the Subdivider at their expense.

2.0 COMPLIANCE

2.1 This policy does not exempt any person from complying with the requirements of other laws or regulation (Federal, Provincial or Municipal) within the Municipality of the District of Lunenburg, or from obtaining any license, permit, permission, authority or approval required thereunder.

2.2 The following are the minimum road standards for all Private Designed Roads in the Municipality. Private Designed Roads shall be designed and constructed to the standard outlined in the following Schedule H.

2.3 Deferred Construction of Private Designed Roads

Where a proposed multi-lot subdivision contains more than six (6) lots and is served by a proposed Private Designed Road, the Subdivider may defer construction of the Private Designed Road provided that:

(a) the proposed Private Designed Road has been designed in accordance with the requirements of Schedule H, and the design drawings have been prepared and certified by a qualified Professional Engineer licensed to practice in Nova Scotia;

(b) no more than five (5) lots are approved prior to construction of the Private Designed Road;

(c) the subdivision plan identifies the development as a phased development and provides for completion in a minimum of two phases;

(d) Phase 2 of the development shall commence, with the commencement of construction of the private design road, within five (5) years of the approval of the initial subdivision plan;

(e) for the purpose of clause (b), the first five (5) approved lots shall be located commencing at the intersection of the proposed Private Designed Road with the Public Road and proceeding sequentially along the proposed Private Designed Road;

(f) for the purpose of determining the maximum of five (5) approved lots, all lots utilizing the proposed Private Designed Road for access shall be counted, including:

(i) lots with frontage on the proposed Private Designed Road;

(ii) flag lots; and

(iii) access exempt lots;

but excluding lots that have direct frontage on and direct access to a Public Road.

(g) Phase 2 of the development shall include construction of the Private Designed Road to serve the lots approved in Phase 1, in accordance with the approved design and the requirements of Schedule H.

(h) Where Phase 2 has not commenced within five (5) years of approval of the initial subdivision plan, no additional lots shall be approved unless the Private Designed Road has been constructed in accordance with Schedule H.

2.4 Submitted drawings will include:

(a) legal survey plans showing property boundaries, and proposed rights-of-way and easements;

(b) topographic contour drawings, to minimum 1 m intervals, within the project area, and to minimum 2 m within the contributing drainage area outside the project area;

(c) road and drainage design plans and profile drawings, with preferred metric scales at 1:100 or 1:250 – horizontal, and 1: 10 or 1: 25 – vertical, with each drawing stamped, signed and dated by the Professional Engineer responsible for its preparation; and

(d) all other details of the roadway project design and construction to meet requirements.

Submitted drawings will be clearly drawn and annotated, to scale, and include a title block with appropriate project information and location, and professional engineer and subdivision applicant identification.

Drawing sets will be submitted electronic. In this Standard, regulatory dimensions are stated in metric.

3.0 REQUIREMENTS FOR CONFIRMATION UPON ROAD CONSTRUCTION COMPLETION

To approve a Private Designed Road for the creation and development of lots fronting a Private Designed Road, the Municipality of Lunenburg must be in receipt of confirmation from the Developer's consulting Engineer that the Designed Private Road has been constructed as per the design. The Developer's Consulting Engineer "Design Engineer" confirmation of construction shall include a summary report with certification along with complete Geotechnical Report and an As-built drawing package.

3.1 The Geotechnical report will include but is not limited to the following:

- a. Post Grubbing Inspection report.
- b. Proof roll results prior to placing gravels.
- c. Representative compaction tests on both Type 2 and Type 1 Gravels.

3.2 The As-Built drawings will include but are not limited to the following information:

- a. Center line Elevations
- b. Shoulder Elevations
- c. Center of Ditch Elevations
- d. Road widths along road length
- e. The grade of backslopes
- f. Vertical Curve Data
- g. Horizontal Curve Data
- h. All stormwater infrastructure
- i. Culvert locations
- j. Culvert lengths
- k. Culvert invert in and invert out elevations
- l. All Signage locations
- m. Utility pole locations

4.0 TECHICNAL REFERENCES

Unless specified otherwise in this Policy, a Private Road will be designed to comply with the requirements of the Geometric Design Guide for Canadian Roads (Transportation Association of Canada) for a design speed of 40 km/h and the NSRBA/CENS Standard Specifications for Municipal Services.

5.0 ALIGNMENT CONTROLS

5.1 PDR Alignment Parameters are:

Posted Speed Limit	30 km/h
Design Speed	40 km/h
Maximum Gradient	12%
Horizontal Curve Radius	60 m
Stopping Sight Distance	45 m
Vertical Sag. Curve k	7 m
Vertical Crest Curve k	4 m

5.2 Private Design Road Intersections with Public Roads

Private Design Roads shall have intersection angles at no less than 70 degrees and no greater than 110 degrees to existing Public Roads or Existing Private Designed Roads.

Roadway gradient adjustments for intersections with existing Public Roads shall be designed in accordance with the Geometric Design Guide for Canadian Roads.

New intersections shall be designed in accordance with the Geometric Design Guide for Canadian Roads.

5.3 Cul-de-sac and Turning Tee

Cul-de-Sacs or Turning Tees shall be placed at the end of all dead-end streets on Private Roads, and the geometric layout shall be as designed by the Design Engineer.

5.4 Road and Driveway Layout

Residential driveway access design shall conform to the recommendations contained in the Geometric Design Guide for Canadian Roads provided that where the road traffic will consist of a mix of residential, commercial and/or industrial traffic volumes, the Design Engineer may, at their sole discretion, specify other driveway design requirements.

6.0 CROSS-SECTION CONTROLS

6.1 Minimum right-of-way Width

The minimum right-of-way width for a Private Designed Road shall be 15.2 m, assuming maximum drainage ditch back slopes can be accommodated. Where the maximum drainage ditch back slopes cannot be accommodated within the 15.2 m, the right-of-way width shall be determined by the Design Engineer, at their sole discretion.

While the Private Designed Road and related infrastructure must be constructed within the designated right-of-way, the Private Designed Road does not necessarily have to be designed and constructed in the centre of the designated right-of-way.

6.2 Minimum Road Surface Width

The minimum road surface width for a Private Designed Road shall be 6.1 m consisting of 5.5 m compacted travel surface and 0.3 m (on each side) for rounding shoulders.

6.3 Guard Rails, Rock Slopes, Retaining Walls

The Design Engineer, at their sole discretion, shall determine whether guard rails or retaining walls are required to be placed on the Private Designed Road.

6.4 Roadway Surface Slope

The roadway surface is to be crowned in the centre, with a minimum of a 3% slope towards each drainage ditch provided that the Design Engineer, at their sole discretion, may determine that a greater crown slope is required.

7.0 ROADBED CONSTRUCTION

7.1 Base Course and Surface Course

The base course and surface course of a Private Designed Road shall be Designed by a Professional Engineer licensed to practice in Nova Scotia based on site-specific conditions as determined by the Design Engineer, at their sole discretion, provided that the specified design shall be sufficient to accommodate a Category 1 motor vehicle with an axle weight of 18,000 kg.

7.2 Erosion Control and Prevention

Minimum erosion control and prevention measures shall be as per the Standard Specifications for Municipal Services or as per designed by the Design Engineer.

8.0 STORM WATER DRAINAGE

8.1 General

All lands serviced by the proposed Private Designed Road system shall be serviced by a drainage system. The drainage system shall consist of open ditches and closed conduits as required to collect and remove stormwater from at least a one (1) in ten (10) storm event.

The type and placement of culverts, conduits and drainage ditches shall be designed by the Design Engineer provided that all ditches and conduits shall be placed in the road right-of-way or in a storm utility easement.

8.2 Hydrology and Hydraulic Design

The Design Engineer is responsible to determine what, if any, hydrology and hydraulic design calculations and design are required for the Private Designed Road.

8.3 Storm Water Disposal

The Design Engineer shall ensure that the storm water drainage system does not negatively impact the receiving environment or create property damage.

8.4 Construction Methods

Installation of culverts, conduits or ditches and related appurtenances shall be, at a minimum, as per the Standard Specifications for Municipal Services or as determined by the Design Engineer.

8.5 Road Names

All Private Designed Road names shall be subject to approval by the Civic Address Coordinator prior to final approval being given by the Development Officer.

8.6 Road Name Signage

All Private Design Roads are required to have road name signage placed on each road intersection.

Policy Adoption	
Date of Original Passage	
Date of Notice of Intent to Amend/Repeal/Consider	
Date of Council Approval	
Date of Effective Date (if different from approval date)	
I certify that this Policy XXX was adopted by Municipal Council as indicated above.	
Signature of Municipal Clerk	Date

Version	Amendment Description	Effective Date
Original V1	<<<Policy # and name>>>	<<date>>
V2	<<short description of amendments>	<<date>>

Council
Item 11.1.2
July 28, 2026
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Abhimanyu Jain, Manager of Climate Change and Sustainability
Date: July 28, 2026
Re: Household Water Supply Upgrade Program Funding and In-House Transition

Recommendation

That Municipal Council:

- 1. Approve an additional \$500,000 from the General Operating Reserve for the Water Supply Upgrade Program; and**
- 2. Approve transitioning administration of the Water Supply Upgrade Program from Clean Foundation to in-house delivery by the Municipality, effective September 1, 2026.**

Executive summary

In fall 2025, Council approved \$900,000 for the Water Supply Upgrade Program to support residents waiting for assistance following severe drought conditions. Much of that funding was not used before the end of the fiscal year because contractor availability and seasonal conditions delayed many projects through the winter and spring.

Funding approved in one fiscal year does not automatically carry forward to the next. Council therefore approved \$500,000 for the program in the 2026-27 budget, with the understanding that staff could return to Council if demand remained high.

Demand increased quickly with the start of the summer construction season. As of June 30, 2026, the Municipality had provided \$158,003 in financing to eight homeowners. Another 24 files remain active and could require up to \$473,915 if all participants use the maximum financing available to them.

Together, these files could require up to **\$631,918**, which is **\$131,918** more than the current budget. Some residents may leave the program or use less than the maximum amount, but current demand shows that most or all of the existing budget may be needed.

Staff recommend adding \$500,000 to support current files and allow the program to continue accepting new applications through March 31, 2027.

Staff also recommend moving the program in-house on September 1, 2026, rather than November 1, 2026. This will shorten the gap in service after Clean Foundation stops accepting new applications.

Background

The Water Supply Upgrade Program provides low-interest financing for eligible household water supply improvements. Homeowners can receive up to \$20,000 or 15 percent of the assessed value of their property, whichever is less.

In March 2026, Council approved an increase in Clean Foundation's administration fee to \$1,000 per file, effective April 1, 2026. Clean Foundation proposed increasing the fee again to \$1,400 per file, effective November 1, 2026.

Rather than proceed with the second increase, Council directed staff to move administration of the program in-house effective November 1, 2026. This timeline allowed time for staff training, knowledge transfer, and preparation.

Discussion

Earlier Move to In-House Delivery

To reduce the number of active files transferred to the Municipality, Clean Foundation plans to stop accepting new applications on August 4, 2026, while continuing to support files already in progress.

Staff recommend moving the in-house transition forward to September 1, 2026. Beginning on that date, residents would apply directly to the Municipality.

Moving the transition forward will shorten the gap in service and allow residents to continue accessing the program. Staff will need to adjust some work priorities and complete training and preparation sooner, but this can be managed with existing resources.

Strategic Focus

The program supports Council priorities related to quality of life and community resilience by helping residents secure a safe and reliable household water supply.

Budget/Financial Implications

The additional \$500,000 will come from the General Operating Reserve and increase the total 2026-27 program budget to \$1 million.

If all current active files use the maximum financing available to them, approximately \$368,081 would remain for new applications and other program costs through March 31, 2027.

The funding is provided to homeowners as loans, not grants. Homeowners repay the loans, with interest, over time, and the repayments return to the General Operating Reserve.

Moving the program in-house will require staff time for training, application review, program administration, and reporting. No major new operating costs are expected at this time.

Climate Change/sustainability

The program supports community resilience by helping residents make long-term improvements to household water supplies during dry conditions.

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

The program helps residents who may not be able to pay the full cost of a major water supply upgrade upfront. To support affordability, participants who would face financial difficulty under the standard five-year repayment term may qualify for an extension to 10 years through the program's hardship clause. This provides added flexibility while allowing program funds to be repaid and reused more quickly.

Strategic Communications

Staff will inform residents about the end of applications through Clean Foundation, the move to in-house delivery, and the new application process beginning September 1, 2026. The municipal website and program materials will also be updated.

Work plan

Staff will complete training and knowledge transfer with Clean Foundation, prepare internal procedures and application materials, and begin accepting applications on September 1, 2026.

Staff will continue to monitor program demand, funding commitments, and available funding. This work can be managed by adjusting current department priorities.

Alternatives

1. Council may approve a different funding amount.
2. Council may keep the November 1, 2026 transition date. This would result in a longer period when new applications are not accepted.
3. Council may provide other direction.

Conclusion

Demand for the Water Supply Upgrade Program increased quickly with the start of the summer construction season. Staff recommend adding \$500,000 to support current files and allow the program to continue accepting new applications through the rest of the fiscal year.

Staff also recommend moving the program in-house on September 1, 2026. This will shorten the gap in service and allow residents to continue accessing the program.

Report Preparation	
Department	Planning and Development Services
Report Prepared by	Abhimanyu Jain, Manager of Climate Change and Sustainability
Report Approved by	Elana Wentzell, Director of Finance
Date Reviewed by C.A.O.	

Council
Item 11.2.1
July 28, 2026
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Report to Council

Report To: Mayor and Council
Submitted By: Tyler Richardson, Municipal Engineer
Date: July 28, 2026
Re: Removal of Streetlight on Hirtles Beach Road

Notification

Council is to be notified of the request made to remove a streetlight at or near the driveway of 71 Hirtle Beach Road in the Riverport Lighting District in accordance with Policy 035 Street Light Policy. The one proposed streetlight will not exceed the maximum 10% allowable addition or reduction to streetlights in the charge area.

Executive Summary or Discussion

According to Section 8.3 of Policy 035 Street Light Policy, "At least 7 days prior to approving the addition or removal of streetlights, the Director of Engineering, or designate will give notice of the pending change at a meeting of Council." The Hirtle Beach Road request also is exempted from the petition process in accordance with Section 8.1 of Policy 035 Street Light Policy as, "...where the number of streetlights added or removed does not exceed 10% of the pre-existing number in any one fiscal year." This notification is intended to make Council aware of the proposed change to the Riverport Streetlight charge area.

Budget Implications

The cost of streetlight removal is to be charged to the Riverport Lighting District charge area.

Work Plan

Work is expected to be completed within approximately 2 weeks.

Alternatives

Council could decide not to approve the streetlight at or near the driveway of 71 Hirtle Beach Road in Riverport.

Conclusion

The proposed removal of the streetlight being requested will continue in accordance with Policy 035 Street Light Policy and not exceed the maximum allowance of 10% of the total street lighting in the charge area.

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

Council
Item 11.3.1
July 28, 2026
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor McLean-Wile & Municipal Council
Submitted by: Chris Kennedy, Fire Services Coordinator
Date: July 28, 2026
Re: Proposed Fire Tax Rate for 2026-2027

Recommendation

That Municipal Council approves the fire tax rates per \$100 of assessment for the fiscal year ending March 31, 2027, as presented.

Attached are the requested fire tax rates from Municipal Fire and Emergency Services providers for the fiscal year 2026-2027. The areas that have been highlighted denote those departments that have requested a change in their rates for this fiscal year.

Four area rates have increased for this fiscal year, and one has decreased.

These rates are recommended to Council for approval for the 2026-2027 fiscal year.

Report Preparation	
Department	Administration
Report Prepared by	Chris Kennedy, Fire Services Coordinator
Report Approved by	
Date Reviewed by C.A.O.	



The Municipality of the District of Lunenburg

Fire Emergency Services

Municipality of the District of Lunenburg
Fire Tax Rates per \$100 of Assessment For
the year ending March 31, 2026

Fire Department	2024/2025	2025/2026	2026/2027
Name	Rate	Rate	Proposed
Big Tancook Island ERA	0.17	0.19	0.17
Blockhouse FD	0.152	0.152	0.152
Clearland Fire Protection (MAB)	0.11	0.115	0.12
Conquerall Bank FD	0.15	0.15	0.15
Cornwall and District FD	0.10	0.10	0.10
Dayspring & District Fire Protection	0.20	0.20	0.20
District 1 and 2 Fire Commission	0.075	0.075	0.075
Hebbs Cross FD	0.15	0.15	0.15
Hebbville FD	0.11	0.11	0.14
Hemford & District FD	0.17	0.17	0.17
Indian Point FD	0.12	0.15	0.15
Italy Cross/Middlewood FD	0.12	0.12	0.12
Lahave FD	0.13	0.15	0.15
Lapland and District FD	0.12	0.12	0.12
Maders Cove Fire Protection (MAB)	0.11	0.115	0.12
Martins River FD	0.16	0.15	0.15
Midville and District FD	0.17	0.17	0.17
New Germany Volunteer FD	0.15	0.15	0.15
Northfield and District FD	0.14	0.14	0.14
Oakhill and District FD	0.17	0.17	0.17
Oakland Fire Protection (MAB)	0.11	0.115	0.12
Petite Riviere FD	0.17	0.17	0.17
Pleasantville and District FD	0.13	0.13	0.13
Riverport FD	0.12	0.12	0.12
Tri District Fire/Rescue	0.134	0.134	0.134
United Communities FD	0.12	0.12	0.12
Walden FD	0.15	0.15	0.15

Highlighted area denotes a change in fire tax rate.

In addition to the above noted rates all Fire Departments have a rate of .01 per acre for forestry land assessment class code 06 and 07.