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Municipal Council Meeting Agenda

Tuesday, January 27, 2026

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 - January 13, 2026**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs**
 - 7.1 Award of RFP 2025-01-405 Legal Land Surveying Services 1-3
 - 7.2 Award of EOI 2025-01-506 Emergency Coordination Centre Training Program Development 4-6
- 8. Presentations/Scheduled Times**
 - 8.1 Scaling Up Non-Profit Energy Retrofits, Liam Cook & Andy Thompson..... 10:15 7-16
- 9. Consideration of Correspondence- Nil**
- 10. Recommendations from Committees & Boards**
 - 10.1 Policy & Strategy Committee** 17
 - 10.1.1 Housing Strategy Development – What we Heard Report 18-22
 - 10.2 Nominating Committee** 23
 - 10.2.1 Planning Advisory Committee – Appointment of Irene Hirtle 24-25
 - 10.2.2 Sawpit Wharf Committee – Appointment of Ian Fraser & Mike Bos
- 11. Staff Reports**
 - 11.1 Recreation, Parks & Tourism**
 - 11.1.1 Commemorative Memorial at Hillside Cemetery 26-29

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

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

13. Added Items

14. In Camera

- 14.1 Land Negotiations under Section 22(2)(a) of the MGA
- 14.2 Land Negotiations under Section 22(2)(a) of the MGA
- 14.3 Contract Negotiations under Section 22(2)(e) of the MGA
- 14.4 Contract Negotiations under Section 22(2)(e) of the MGA

15. Adjournment

Council
Item 7.1
January 27, 2026
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Mayor and Council
Submitted by: Jamie Burgess, P.Eng., Senior Municipal Engineer
Date: January 27, 2026
Re: Award of RFP 2025-01-405 Legal Land Surveying Services

Recommendation

Council authorize staff to award RFP 2025-01-405 Legal Land Surveying Services to DesignPoint Engineering and Surveying Ltd. for the Estimated cost of \$64,524.50 excluding HST.

Executive summary

N/A

Background

The Municipality of the District of Lunenburg (MODL) from time to time requires the services of a legal land surveyor, Municipal staff do not have capability or the equipment to perform this work. Surveying is required for activities such as subdivision of land, construction layout, locating boundary lines and gathering topographic information. Ensuring access to this service will allow for the necessary survey work to be completed for projects on Municipal Lands, Municipal adjacent lands and areas of Municipal interest.

A Request for Proposals (RFP) was issued on July 10, 2025, and closed on July 31, 2025, at 2:00 pm local time. Two proposals were received before the RFP closed, only one (1) was compliant. The one (1) compliant proposal is summarized in the table below:

DesignPoint Engineering and Surveying Ltd.	\$64,524.50

Discussion

DesignPoint Engineering and Surveying Ltd. has worked with MODL as both a consultant on MODL Capital Projects and as a consultant for Developer’s projects. The team at DesignPoint has been very responsive to MODL staff requests regarding these projects.

Strategic Focus

Awarding this RFP provides Professional Surveying services which will support the Strategic Goals of both Infrastructure Upgrades and Regional Economic Development during the planning and construction phases of such projects.

Budget/Financial Implications

The cost of this service has been included in the 2025-2026 Operating Budget.

Climate Change/sustainability

N/A

Inclusion Diversity equity and Accessibility (IDEA@MODL)

N/A

Strategic Communications

N/A

Work plan

This service is used on an as required basis.

Alternatives

Council could decide not to award this RFP to DesignPoint Engineering and Surveying Ltd. and decide to return to the procurement process, causing delays for future work.

Conclusion

Surveying services are an important aspect of work across multiple departments at MODL.

Awarding this RFP to provide survey services gives MODL staff the necessary tools required to complete their projects.

Report Preparation	
Department	Engineering and Public Works
Report Prepared by	Jamie Burgess, P.Eng., Senior Municipal Engineer
Report Approved by	
Date Reviewed by C.A.O.	

Council
Item 7.2
January 27, 2026
Authorization: T. MacEwan



The Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council
Submitted by: Rebecca Baccardax, REMO Community Readiness Coordinator
Date: January 20, 2026
Re: EOI Procurement - Emergency Coordination Centre Training Program

Recommendation

That Council authorizes REMO staff to award EOI 2025-01-506 - Emergency Coordination Centre Training Program Development to National Safety Services Inc. in the amount of \$50,000 + HST.

Executive summary

Background

Staff identified a need for a qualified consultant to develop a customized Emergency Coordination Centre training program, tailored to local municipal requirements. While the ECC operates within the framework of the Incident Command Structure (ICS), standard ICS training materials are designed for on-scene response and require adaptation to fit the needs of a municipal ECC environment. The development of a tailored program will equip municipal staff to fully understand their ECC duties, perform effectively during activations, and confidently support municipal emergency response operations.

Staff allocated \$25,000 to hire a consultant to complete this work, with the intent of drawing the entirety of the funds from the **Regional Emergency Readiness Grant 2025-2028** which was awarded to REMO in 2025 by the Department of Emergency Management. However, all proposals received in response to the EOI came in over the anticipated budget.

Discussion

EOI 2025-01-506 was issued on December 23, 2025, and closed on January 7 2026. Five (5) Proposals were received and accepted by the deadline. The received and accepted Proposals are summarized in the table below:

Proponent	Met All Submission Requirements	Total Price
Calian	Yes	221,736 + HST
Wade Consulting Services	Yes	300,000 + HST
FEMCFewer's Emergency Management Consulting	Yes	51,900 + HST
Business Continuity Management Canada	Yes	228,730 + HST
National Safety Services Inc.	Yes	96,300 + HST

The RFP was evaluated by REMO staff using the parameters below:

Criteria/Element

	BCMC	Calian	FEMC	National	Wade	
	Total	Total	Total	Total	Total	
Relevance & Customization	32	24	34	39	20	
Instructional Quality & Learning Outcomes (25 points)	41	31	41	49	34	
Experience and Qualifications	38	30	32	23	9	
Project Delivery & Management	29	27	18	30	12	
Cost, Value & Compliance	29	29	57	45	18	
	Total Points	201	199	216	225	113

As noted in the following table, of the five (5) Proposals submitted, National Safety Services Inc. received the highest overall ranking and has been identified as the Proponent that will provide best value to the region for this RFP. If EOI 2025-01-506 is awarded to National Safety Services Inc., REMO would conditionally accept the proposal with a revised scope of work, amending the cost of the project to \$50,000 + HST.

Strategic Focus

N/A

Budget/Financial Implications

There are no financial implications for MODL’s budget. REMO must follow MODL’s procurement policy and procedures as MODL is the organization’s host.

Climate Change/sustainability

N/A

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

N/A

Strategic Communications

N/A

Work plan

N/A

Alternatives

Council could decide not to authorize staff to award EOI 2025-01-506 - Emergency Coordination Centre Training Program Development to National Safety Services Inc.

Conclusion

Staff recommend awarding EOI 2025-01-506 - Emergency Coordination Centre Training Program Development to National Safety Services Inc., the highest-ranking proponent.

Report Preparation	
Department	Administration
Report Prepared by	Rebecca Baccardax REMO Community Readiness Coordinator
Report Approved by	
Date Reviewed by C.A.O.	

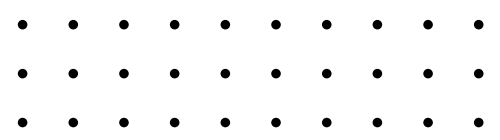
SCALING UP

Non-Profit Energy Retrofits

A NET-ZERO APPROACH TO REVITALIZE COMMUNITY HALLS

Municipality of the District of Lunenburg
January 27, 2026





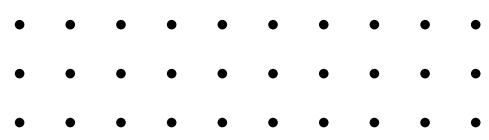
CORNERSTONE OF THE COMMUNITY

Rural Halls have a long-standing history in their communities.

They hold the identity, memories, and the social fabric of the community.

Often, the last spaces for inclusive, free, recreational and social gatherings.





LOSING THESE LAST COMMUNITY ASSETS

Non-Profit Owned and
Operated Halls are Witnessing:

- Fewer Volunteers
- Increased Energy Poverty
- Neglected Maintenance
- Forced Closures and Sell-offs



VISION FOR NET-ZERO ADOPTION

Save Community Assets By Eliminating Energy Bills

The Solution:

- Capture Community Interest
- Keep Upgrades Affordable
- Use Proven Retrofit Methods
- Support Local Contractors
- Increase Community Resiliency



“Nobody wants to fundraise just to pay the oil bill.”

KEY CHALLENGES OF GOING IT ALONE

Individual Halls Often Lack:

- Staff Capacity to Coordinate Retrofits
- Subject Matter Experts
- Bridge Financing
- Project Funding
- Access To Larger Grant Opportunities
- Local Qualified/Trusted Contractors

“It can be hard to find experienced contractors willing to travel 2+ hours.



.....

CHAMPIONS & NAVIGATORS

Aggregate the Support Network

Champions:

- Early Engagement and Buy-in
- Introductions to Decision Makers
- Promote and Drive Local Interest

Navigators:

- Single Point of Contact for Halls
- Expert Technical Guidance
- Access to Funding Programs
- Contractor Selection & Coordination



DEMONSTRATION PROJECT

Enrolled:

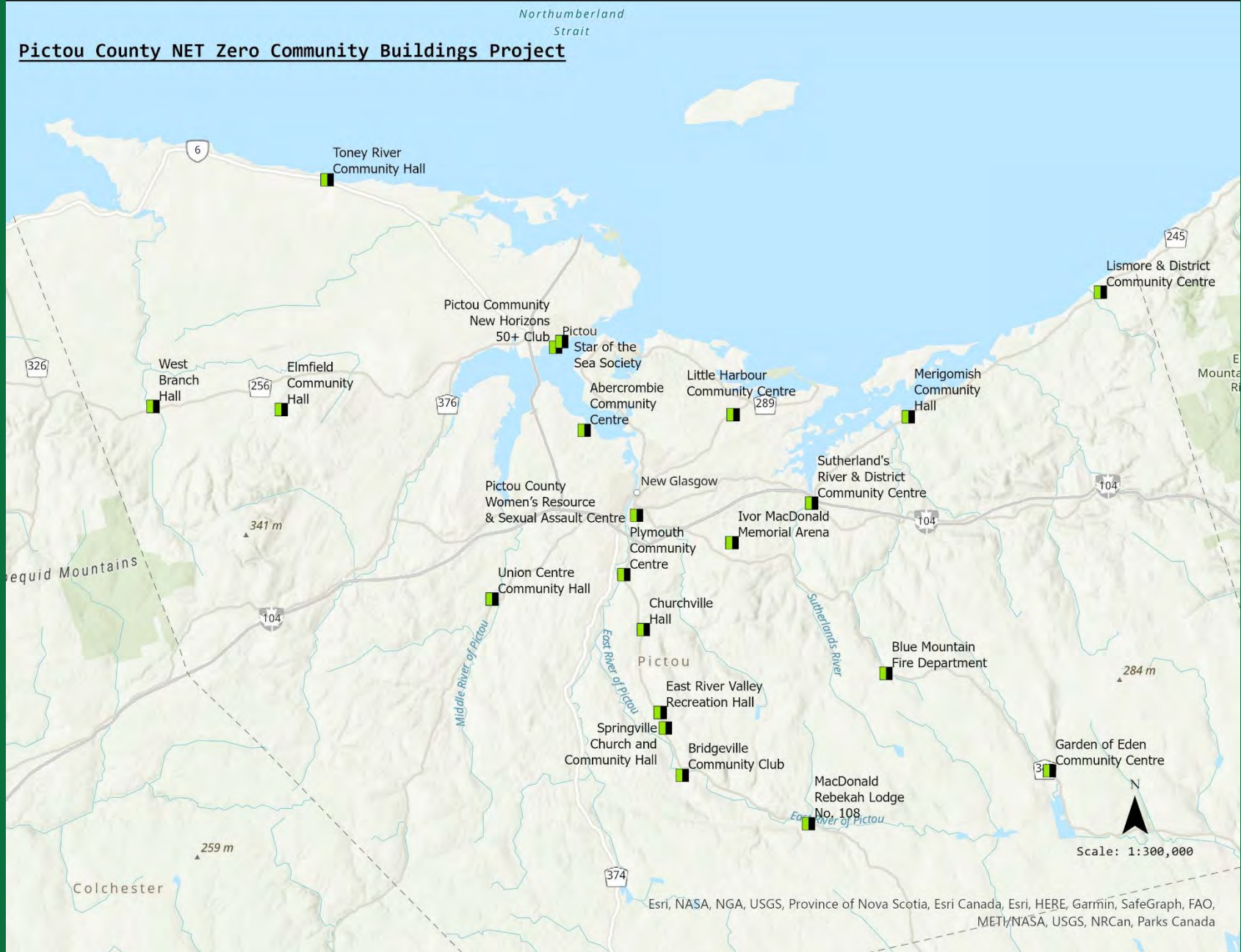
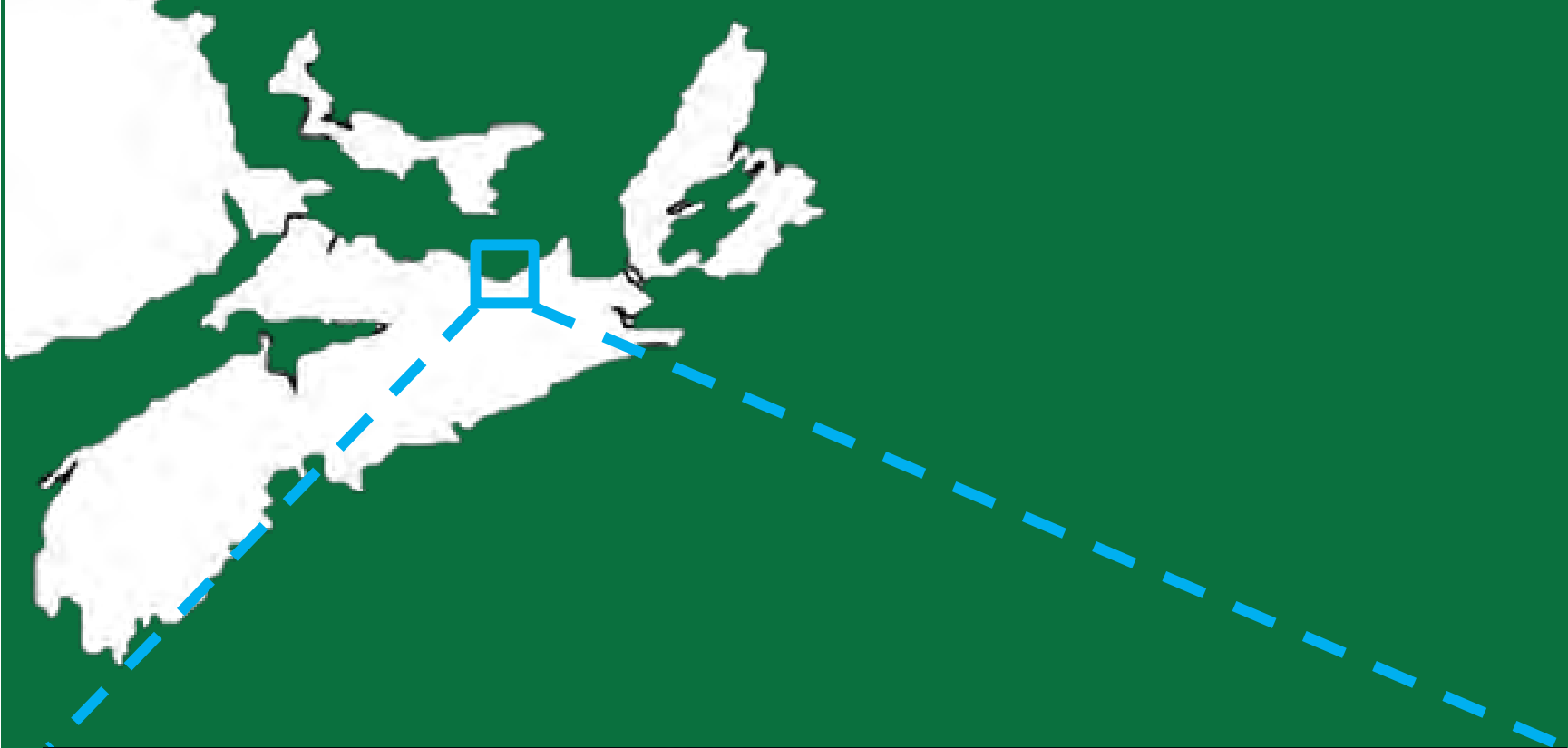
- 21 Non-Profit Community Centres
- Over 40 Letters of Support

Created:

- \$1.35M In Stacked Grants and Rebates
- Centralized Draw-Down Fund

Achieved:

- Saved \$115,000 in Annual Energy Bills
- Eliminated 30,000L of Oil/year
- Offset 1,200 tonnes of GHGs
- Installed over 400 Solar Panels



•••••
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•••••

UNIVERSAL UPGRADES

Understand Opportunities

- Energy Audit and Condition Walkthrough

Eliminate Energy Waste

- Building Envelope Failures
- Increased Insulation (Basement, Walls, Attic)
- Heating and Lighting Controls

Improve Efficiency and Electrify

- LED Lighting (interior and exterior)
- Cold Climate Heat Pumps
- Panel Upgrades (as required)

Offset Electricity Costs with Renewables

- On-site Solar PV

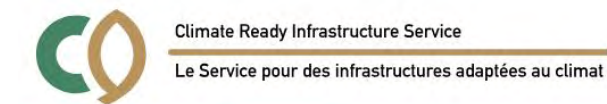
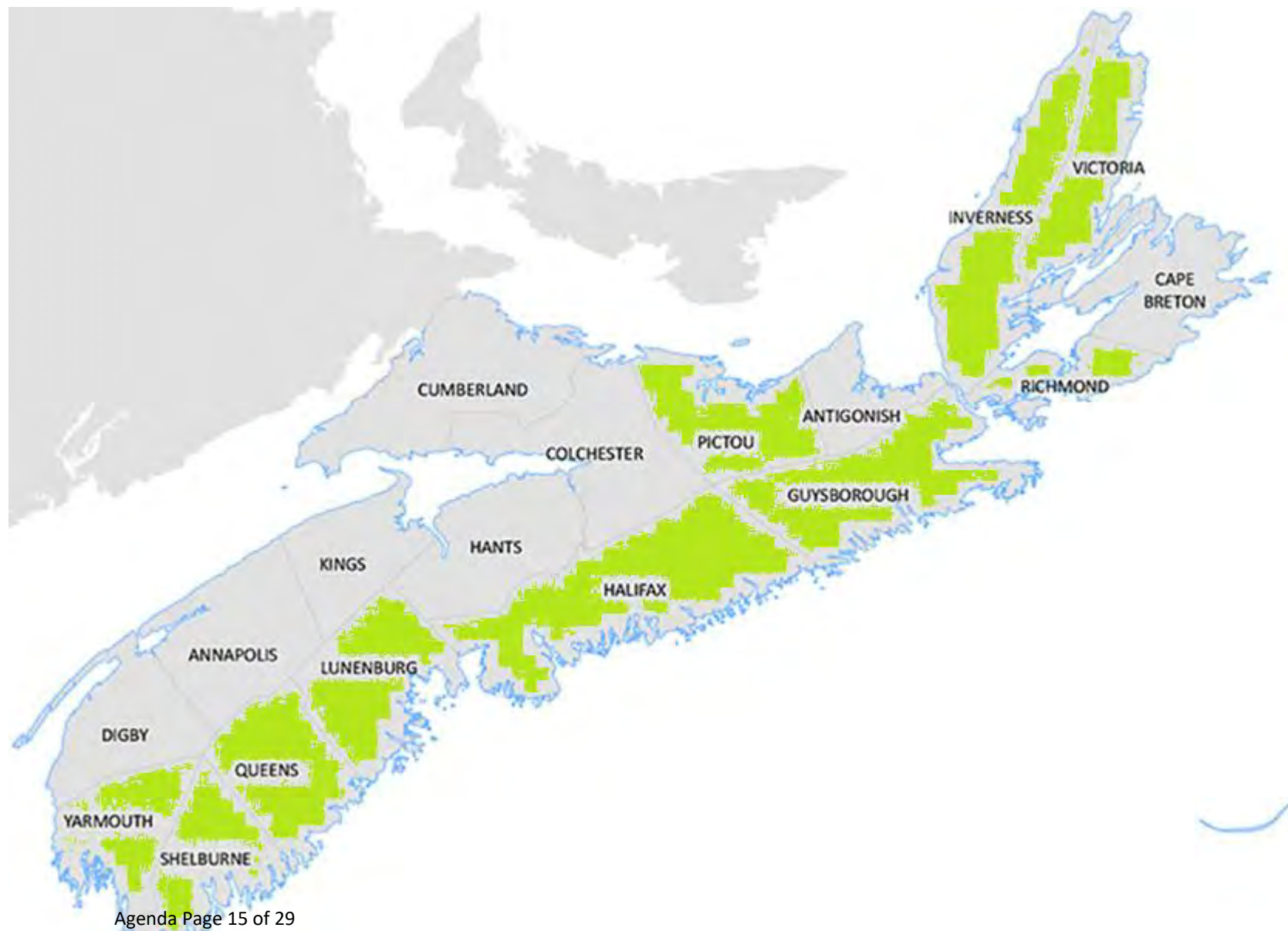


“Grateful to have made our building efficient and usable in every season!”

SCALING UP SUCCESS

We've Built a Model To Accelerate Retrofit Results

- **HCi3:** Invested \$75,000 for Retrofit Navigators to Engage Rural and Marginalized Communities
- **Climate Ready Infrastructure Service:** \$20,000 to support Retrofit Roadmaps in rural communities
- **Navigate Energy:** CRIS Infrastructure Experts to support your Retrofit Roadmaps



ABOUT ▾ MEET THE EXPERTS EXPLORE PROJECTS REGISTER ▾

Contact



Free Expert Advice to Future-Proof Housing and Infrastructure

Driving low carbon solutions

Building local capacity

Fostering climate resilience



COMMUNITY THRIVES IN THRIVING BUILDINGS

Suggested Motion:

Direct staff to explore free funding through the [Climate Ready Infrastructure Service](#) (CRIS) to develop retrofit roadmaps for up to 12 local non-profits.



Andy Thompson
Aging Well Nova Scotia
Andy@AgingWellNS.ca
902.754.0101



Liam Cook
Navigate Energy
Liam@NavigateEnergy.ca
902.210.6259



Council
Item 10.1
January 27, 2026
Authorization: T. MacEwan



Memorandum

To: Mayor Elspeth McLean-Wile and Councillors

From: Chairperson & Members of the Policy & Strategy Committee

Date: January 21, 2026

Re: Recommendation of the Policy & Strategy Committee

Please be advised that, Policy & Strategy Committee, in session on Tuesday, January 20, 2026, made the following motion:

“that the Policy and Strategy Committee recommends to Municipal Council that Municipal Council adopt the housing strategy as presented.”

Please ensure the appropriate action is taken.

Respectfully submitted,

Chairperson & Members
Policy & Strategy Committee

/laa



The Municipality of the District of Lunenburg Request for Decision

Report to: Policy and Strategy Committee
Submitted by: Alex Dumaresq, Deputy CAO
Date: January 20, 2026
Re: Housing Strategy Development – What we Heard Report

Recommendation

Move that the Policy and Strategy Committee recommend that Municipal Council adopt the housing strategy as presented;

Background

In reviewing available data about income and the housing market, it is clear that there is a gap in the number of available units and the affordability of those units. Currently, there are approximately 12,600 housing units in the municipality and current construction rates will result in 14,000 units by 2030. This pace is not sufficient to affect the supply and affordability of units as approximately 16,000 units are needed to return affordability to pre-pandemic levels. In 2022, the median household income data for the municipality suggested that the maximum affordable price for a house was \$264,000, while actual median sale price was \$335,000, leaving an affordability gap of \$71,000. The shortage of units and the high costs for housing mean that shelter costs and homeownership is beyond the reach of many residents.

Through jurisdictional scans, academic research, interviews with relevant people and organizations, and council deliberation, three broad strategic approaches to addressing housing supply and affordability issues were identified:

1. **Create an environment for growth:** work regionally to provide more serviced land for high density development and speed up the municipal regulatory processes.

2. **Facilitate private sector housing starts:** remove barriers that prevent or slow construction of new units.

3. **Catalyze community efforts to provide housing solutions:** provide wraparound support for community groups who want to provide non-profit housing or develop innovative housing options.

With several draft actions under these three broad headings, Council directed staff to conduct public engagement to determine if the problem definition and proposed solutions are accurate and in line with public expectations.

Public Engagement

Public engagement was conducted using the engage.modl website and four in-person events across the municipality. Three-hundred and sixty-five citizens visited the housing project webpage and 53 of those could be classified as informed visitors. The Dayspring, Broad Cove, and New Germany engagements sessions involved a brief presentation summarizing the main points of the municipal housing strategy followed by open discussion with residents. The LCLC engagement session was a ‘pop-up’ session involving short and informal discussions with residents and LCLC patrons. A total of 20 citizens participated in the engagement opportunities as outlined in the table below:

Date & Location	Attendees
October 29 – Dayspring	2
November 13 - Broad Cove	3
Nov 17 - New Germany	3
Nov 26 – LCLC	12
Total	20

Results obtained from the engagement sessions were analyzed using thematic coding. Thematic coding is a qualitative research method commonly used to draw broader conclusions from engagement material. The process involves taking available comments, grouping them into themes representing the underlying concern, and grouping those themes together so that they can be compared.

The three most common themes identified by analysis were:

- A need for alternative housing options
- A lack of provincial support (funding, available programs, and related services like health)
- A desire for residents to stay in their community (including ageing in place)

When considering the proposed housing actions, the most common theme identified was support for community efforts to solve their own housing challenges.

Residents shared many concerns about housing that were identified in the development of the draft strategy. In addition, residents offered solutions in line with the actions proposed in Council's draft. Underpinning the engagement, there is a strong desire to see the municipality take action on housing. Problems common to most residents are a lack of housing, low affordability, and few options beyond single-family homes. Remaining flexible in how the municipality works with partners is important to residents as they want to see the municipality open to creative local solutions. A focus on community actions, playing a supportive role in housing, and making targeted approaches to increasing density were identified as necessary to alleviate housing pressures while preserving community character.

While the scope of engagement was limited by attendance, a variety of residents representing diverse community interests (working adult, private developer, senior, single parent, etc.) expressed support for the proposed municipal actions on housing.

Discussion

The public engagement, while limited in size, revealed good support for the proposed actions within the draft plan. There was a strong desire among participants to see more action on addressing housing needs, and general agreement and excitement for the initiatives identified. As a result, staff recommend that Council adopt the draft actions for the finalized housing strategy:

1. Environment for Growth

- 1.1. Collaborate with partner municipalities to provide infrastructure for high density housing
- 1.2. Establish a land bank of municipal property available for housing development

2. Facilitate Private sector housing starts

- 2.1. Adopt e-permitting and advocate for improved federal/provincial regulation of development

2.2. Promote the use of the provincial secondary suites program and advocate for improvements to the program

2.3. Maintain a flexible approach when considering housing proposals

3. Catalyze community efforts

3.1. Establish a pre-development grant for non-profit housing projects

3.2. Prioritize access to the municipal land bank to non-profit projects

3.3. Facilitate and support non-profit activity and networking throughout the region

3.4. Develop a property tax reduction program for non-profit housing providers mirroring the income-based property tax rebate for individual homeowners.

Strategic Focus

Adopting and implementing a housing strategy was identified as a top priority for Council during 2026/27 strategic planning.

Budget/Financial Implications

New elements of the housing strategy action plan will be included in the 2026/27 budget process for Council consideration.

Climate Change/Sustainability

No direct application to climate change; however, recommended actions do align with sustainability principles; for example, seeking to create higher density in planned areas where central services are available to maximize underground services and reduce need for individual car trips.

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

Inclusion was a principle used in designing the research as well as public engagement phases of the project. The Anti-Racism Coordinator was consulted on venue location and assisted in promoting the events. Groups representing and serving domestic abuse survivors and newcomers were included in stakeholder interviews.

The nature of the housing crisis means that lower income citizens are disproportionately impacted. Actions that the municipality takes to reduce the affordability gap and increase supply will have a positive effect on core equity indicators such as income inequality.

Strategic Communications

Public engagement is now complete on the project.

Work plan

Significant elements of the housing strategy align with existing municipal work, including developing the e-permitting system, and collaborating with municipal partners to expand available serviced land for higher density housing.

New elements in the plan such as developing and administering a pre-development grant and providing support and networking for potential non-profit providers requires additional planning and consideration in conjunction with Council’s community development project.

Alternatives

- Council could choose to amend one or more of the recommended actions in the strategy
- Council could direct further targeted engagement if there was a concern that there was a gap in the background and engagement phases of the strategy development

Conclusion

Housing remains a significant challenge for citizens in the municipality. The proposed housing strategy measures the affordability and supply gap and sets out concrete actions for Council to pursue to reduce those gaps.

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

Council
Item 10.2
January 27, 2026
Authorization: T. MacEwan



Municipality of the District of Lunenburg

Report To: Mayor & Council
Submitted By: Councillor Oickle, Chair, Nominating Committee
Date: January 27, 2026
Re: Member at Large Appointments - Planning Advisory Committee and Sawpit Wharf Park Advisory Committee

The Nominating Committee met on January 20, 2026, to review the appointments for members at large for the Planning Advisory Committee (PAC) and the Sawpit Wharf Park Advisory Committee (SWPAC).

Irene Hirtle was recommended as the member for the PAC, who will serve for a two-year term. The following motion was made by the committee:

“That the Nominating Committee recommends that Municipal Council appoint Ms. Irene Hirtle as a member-at-large on the Planning Advisory Committee with the term ending in November 2027”.

Ian Fraser and Mike Bos were recommended as the two members for the SWPAC, who will serve for three-year terms. The following motion was made by the committee:

“That the Nominating Committee recommends that Municipal Council appoint Mr. Ian Fraser and Mike Bos as members-at-large on the Sawpit Wharf Park Advisory Committee with the terms ending in November 2028”.

Respectfully submitted,

Councillor Oickle, Chair
Nominating Committee



Municipality of the District of Lunenburg

Nominating Committee

Report To: Nominating Committee

Submitted By: Jeff Merrill, LPP, MCIP, Director of Planning & Development Services

Date: January 16, 2026

Re: Planning Advisory Committee (PAC) Member-at-large Appointments

Two of the four Planning Advisory Committee (PAC) members-at-large terms expired in November 2025, Ms. Ann Mech and Mr. Keith Drysdale.

As per Section 5(2) of Policy 090, Planning Advisory Committee, Public members must be sought by a publicly advertised expression of interest (EOI). Staff issued an EOI of members to serve on the PAC for a two-year term. The EOI asked Applicants to provide a response to the following points:

- What interested you in serving as a member of the Committee?
- What do you know about the planning in the Municipality?
- How you feel you can contribute to the discussion of the Committee?
- How would you handle a situation where a decision was made that you did not support?
- Anything that the Municipal Council should know about your qualifications.

Mr. Drysdale was the only member of the public to express interest and was reappointed by Council in December 2025. Staff readvertised for the second vacancy that same month.

Three (3) submissions were received in response from the second round of advertising. The candidates are:

- Sandra Statton
- Irene Hirtle
- Scott Clarkson

All applicants are either a resident or own a property within the Municipality.

The Nominating Committee should review the submissions received and recommend, to Council, the appointment of one candidate to serve on the PAC for a specified term.

The applicants' letters, attached, are **confidential** and will not appear as part of the public agenda of Council.

Below is a draft motion for the nominating committee to fill in the blanks.

That the Nominating Committee recommends that Municipal Council appoint [Insert name] to serve as a member-at-large on the Planning Advisory Committee with term ending in November 2027.

Copy

Attachments

- Appendix A: PAC EOI Sandra Statton, Irene Hirtle, Scott Clarkson
- Policy 090 - Planning Advisory Committee Policy
- Policy 004 - Non-Council Appointments and Honorariums

Report Preparation	
Department	Planning & Development Services
Report Prepared by	Jeff Merrill, Director
Report Approved by	
Date Reviewed by C.A.O.	



The Municipality of the District of Lunenburg

Request for Decision

Report to: Municipal Council

Submitted by: Sandra Challis

Date: January 27, 2026

Re: Commemorative Memorial at Hillside Cemetery

Recommendation

That Municipal Council approve the public engagement strategy proposed, to gauge public interest for installing a memorial at Hillside Cemetery (MARC) to commemorate persons buried there by name.

Background

On June 11, 2024, Council's motion, 2024-107, directed staff to:

- (1) Contact the SSGS to review the research conducted by Betty Rhodenizer and Yvonne Rafuse on January 23, 2024, Council meeting; and further,
- (2) If the material is adopted by the Society, the Municipality will also adopt the research material and proceed with changing the brass plaque and interpretive sign to reflect the new information, further
- (3) Establish a grave marker program.**

In February 2025, Council approved financial support to South Shore Genealogical Society to review, research and verify information presented in January 2024, on Hillside Cemetery where residents of the Lunenburg Municipal Hospital / County Home were buried.

The information was verified and the interpretive panel has been updated and the new memorial plaque on the stone will be replaced when the optimum temperature is reached. The updated information clarifies the name of the institution, the number of people interred, and the date range of the internments.

Discussion

The South Shore Genealogical Society's most recent research provided a list of 230 known names of people buried at Hillside. Of these, 180 of them were confirmed by more than one source. Stephen Ernst, the researcher for SSGS, recommends that the list of names be available on site, so that the people who lived and died at the property will not be forgotten and in January 2024, Betty and Yvonne's presentation – Hillside Cemetery, The Forgotten, asked Council to consider erecting a second monument listing the names of the individuals laid to rest in the numbered graves.

Currently, most of the graves are identified with a numbered, flat, granite stone, no reference is made to the name of the interred. Research has found the remains of several people may be buried in the same numbered grave, so individual grave markers would be problematic.

This report sets out a public engagement strategy for 2026 to gauge interest for erecting a monument on which name plaques can be installed by family members should they wish to commemorate their relatives/loved ones specifically. This is proposed to be done by:

1. Erecting a sign for 11 months at Hillside Cemetery
2. Advertising monthly in Lighthouse Bulletin (5x4")
3. Advertising quarterly in Masthead News (4x4")
4. Advertising quarterly in Chronical Herald (4.046x4")
5. Setting-up project page on Engage MODL (landing page for people scanning QR code)
6. Advertising quarterly in Municipal Matters (4.875"x3.833")



Are you connected with someone buried at Hillside Cemetery?

The Municipality of the District of Lunenburg wants to know if any family members or relatives of those buried at Hillside Cemetery are interested in a way to honour their loved one by name.

Your interest will help us decide whether to move ahead with this potential memorial project.

Please contact Sandra Challis
sandra.challis@modl.ca
or 902-541-1321
by January 31st, 2027



Sign for Hillside Cemetery



Are you connected with someone buried at Hillside Cemetery?

Hillside Cemetery is the final resting place of several members of the community, estimated to be more than 230, who died while living at the Lunenburg Municipal Hospital (County Home), which was located on the site of the current Municipal Activity Recreation Complex (MARC) at 33 Leary Fraser Road, Dayspring, NS.

The Municipality of the District of Lunenburg wants to know if any family members or relatives of those buried at Hillside Cemetery are interested in a way to honour their loved one by name. Your interest will help us decide whether to move ahead with this potential memorial project.

Please contact Sandra Challis
sandra.challis@modl.ca or 902-541-1321
by January 31st, 2027



Notice for media

When people contact us for more information, we will direct them to a short survey. Once the public engagement is complete, staff will bring a report back to Council (in February 2027) with the findings, and a recommendation based on the findings.

Strategic Focus

This project relates specifically to Council's Communication and Engagement strategic priority. The intent of the public engagement is to receive direct feedback from those affected by the issue and for Council to make future decisions based on the information received from the public. This contributes to building trust and a strong community fabric.

Budget/Financial Implications

The funds for the proposed engagement are estimated at \$7,000 and proposed to come from the 2026/27 Recreation Operating Budget.

If Council agrees to move with this public engagement approach, staff recommends allocating the \$150,000 for a monument, to the 2027-2028 capital budget and to reflect it in this year in the five-year capital plan.

Climate Change/sustainability.

N/A

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

Those buried at Hillside Cemetery belong to a historically marginalized group of people, erecting a memorial with names would provide recognition to each individual, beyond the interpretive panel and memorial plaque.

Strategic Communications

As outlined in this Request for Decision.

Work plan

This project has been directed by Council and part of the work to be undertaken is to determine whether family members would financially support erecting such a memorial, meaning they would be willing to pay a fee to have their family members name on the memorial.

Alternatives

Council can decide not to pursue with any public engagement and direct Staff to begin exploring options for a permanent memorial naming those buried at Hillside Cemetery.

Conclusion

Council directed staff to undertake engagement with family members who have relatives buried at the Hillside Cemetery. The proposed public engagement campaign aims to engage these family members and to determine how much financial support there would be in erecting a monument listing names of those buried at the site. This information will aid Council in making a final decision on whether to erect a monument, listing those names that surviving family members have approved to be included.

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