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## **Municipal Council Meeting Agenda**

**Tuesday, April 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 – April 14, 2026**
- 6. Business Arising from Minutes**
- 7. Awarding of Tenders/RFPs**
  - 7.1 Award of Cookville Traffic Signal Upgrade Proposal ..... 1-3
  - 7.2 Award of Capital Project – Supply & Installation of Cubit Modular Vault Building & Change Room Building at Mush-A-Mush Beach Park ..... 4-8
  - 7.3 Award of RFQ 2026-01-300 Portable Toilet Rentals & Servicing..... 9-10
  - 7.4 Award of Community Hub Fitup – Program Space and Business Hub ..... 11-13
- 8. Presentations/Scheduled Times**
  - 8.1 Century Drive, Glen Hebb ..... 9:15 a.m. 14-20
- 9. Consideration of Correspondence**
- 10. Recommendations from Committees & Boards**
  - 10.1 Policy & Strategy Committee**
    - 10.1.1 Proposed Amendments Policy 058 Fees..... 21-29
  - 10.2 Fire & Emergency Services Committee**
    - 10.2.1 Recommendations of Appointments to the Fire & Emergency Services Committee ... 30
- 11. Staff Reports**
  - 11.1 Finance**
    - 11.1.1 Council 2026-27 Capital Budget Amendment ..... 31-32

**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**

**15. Adjournment**



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Municipal Council  
**Submitted by:** Larry Feener, P.Eng., Senior Municipal Engineer  
**Date:** April 28, 2026  
**Re:** Award of Cookville Traffic Signal Upgrade Proposal

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#### Recommendation

That Council authorize staff to award the work required to upgrade the Provincially owned traffic signals in Cookville to accommodate the new driveway entrance to the Municipal Wastewater Treatment Facility at 401 Highway 10 in the amount of \$100,870.00, excluding HST and including a 10% contingency.

#### Executive Summary

A new safer driveway entrance is required to accommodate the Cookville wastewater treatment facility upgrade project. The new driveway will align with the traffic signals giving drivers a safer means to access the facility under the control of signalized traffic lights. The work was not part of the tender for the facility work as approvals were not received from the Nova Scotia Department of Public Works by the time of tendering.

With the extended approval process, time is of the essence to ensure the new access aligns with the ongoing facility work. The Municipality requested a proposal under the Provincial Standing Offer from Black & McDonald, the contractor who was awarded the Provincial contract for the Electrical Maintenance and Construction Services for Traffic Signals, Lighting, and Flashing Lights for Mainland Nova Scotia.

## **Discussion**

Section 12.1.3 of the Municipalities Purchasing and Tendering Policy 033, allows the Municipality to utilize the Nova Scotia Provincial standing offers administered by the Nova Scotia Government.

A proposal was received from Black & McDonald on April 1, 2026 to upgrade the traffic signals including some new concrete bases, light poles and arms, signals, detection system, and electrical modifications. The proposal was reviewed by our Consultant, **exp** Services Inc. to ensure the scope of work meets their design. The proposal price is \$91,700.00 plus HST.

## **Strategic Focus**

This work would align with Council's Strategic Priority of Infrastructure Upgrades, Expansion, and Management.

## **Budget/Financial Implications**

The project will be funded from the approved Capital Budget as part of the approved contingency amount. Including this expenditure, 27% of the approved contingency will be used to date.

## **Climate Change/sustainability**

N/A

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

N/A

## **Strategic Communications**

N/A

## **Work plan**

The work is part of the approved Capital Projects.

## **Alternatives**

Council could decide to issue a Public Tender. Should Council wish to follow a Public Tender process, it could put the Municipality at risk to pay for potential delay claims.

## Conclusion

Staff is seeking Council's approval to award the work to Black & MacDonald under the Provincial Standing Offer.

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



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

**Report to:** Mayor and Council  
**Submitted by:** Maria Butts, PMP, Project Manger  
**Date:** April 28, 2026  
**Re:** Award of Capital Project – Supply and Installation of Cubit Modular Vault Building and Change Room Building at Mush-A-Mush Beach Park

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### Recommendation

Authorize staff to utilize alternate procurement as per Section 19 of MDL Policy 33 to purchase two modular buildings from Cubit for installation at Mush-A-Mush Beach Park, one double waterless vault building and one single change room building, for a combined total of \$70,000.00, excluding HST.

OR

Authorize staff to utilize alternate procurement as per Section 19 of MDL Policy 33 to purchase two modular buildings from Cubit for installation at Mush-A-Mush Beach Park, one double waterless vault building and one double change room building, for a combined total of \$84,500, excluding HST.

### Executive summary

Cubit of Blockhouse, Nova Scotia, has designed a unique prefabricated building which meets engineering and accessibility requirements to be used as a waterless vault in our Municipal parks. Last fiscal year, with Councils' approval, the first unit was installed at Indian Falls Park.

Council has allocated funding in the 2026/27 Capital Budget for a double waterless vault to be installed at Mush-A-Mush Beach Park. Staff are requesting approval to purchase the required prefabricated building from Cubit to install on top of two vault tanks. In addition, it has been

recommended that change rooms be installed in Mush alongside the washrooms. Cubit has designed a prefabricated building for this purpose and has prepared two quotations for Council to consider, one for a single changing room building and one for a double changing room building. Staff are seeking Councils’ approval to proceed with one of these two options.

**Background**

Mush-A-Mush Beach Park currently has two single vault toilets, which do not meet accessibility requirements as permanent features, and Council has directed staff to replace one of the existing vaults with a double accessible waterless vault this fiscal year. This addition will assist in closing the gaps between the Parks Standards and existing conditions. The new double vault will be placed in the location identified in the accessibility audit completed for Mush-A-Mush Beach Park in 2024. In addition to recommending a double accessible waterless vault at the park, the accessibility audit also identifies the need for changing rooms. In 2024, park users also repeatedly requested this feature as shown in the Park Engagement Report.

Last fiscal, staff worked with Cubit-of Blockhouse, Nova Scotia on a unique prototype to meet the direction of Council to purchase a prefabricated building for vault use at Indian Falls Park. This project has now been completed with exceptional results (reference photos attached. Note that for the Mush unit, the doors will be black). A quotation for the supply and installation of this same waterless vault prototype has been received from Cubit for the Mush-A-Mush project. At MODL’s request, they have also designed both an 8’x8’ single change room and an 8’x16’ double change room and provided quotations for the supply and installation of each. A summary of the quotations for each option is provided in the following table.

<b>Cubit Costs</b>	<b>Option 1 Double Vault, Double Change Room</b>	<b>Option 2 Double Vault, Single Change Room</b>
Supply & Install Cubit Vault	\$44,000.00	\$44,000.00
Supply & Install Cubit Change Room	\$40,500.00	\$26,000.00
<b>TOTAL COST (EXCL HST)</b>	<b>\$84,500.00</b>	<b>\$70,000.00</b>

**Discussion**

The current approved 2026/27 Capital Budget includes project funds for a double waterless vault to be installed at Mush-A-Mush Beach Park. The approved budget of \$150,000 is sufficient to cover the cost of both a double waterless vault and a single change room. The total project cost to proceed with this option is estimated to be \$119,800 (excluding HST). A second option exists for Council’s consideration. For a total estimated project cost of \$134,300 (excluding HST), a double vault and a double change room could be installed. With this second option, there is low risk that the final costs exceed the allotted \$150,000. As the risk does exist, staff are asking Council to consider the two options and provide direction on how they would like to proceed.

### **Strategic Focus**

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

### **Budget/Financial Implications**

Allowance for the cost of the Mush-A-Mush Beach Park waterless vault and change room, has been included in the 2026/27 approved Capital Budget with allocated funding of \$150,000.

### **Climate Change/sustainability**

n/a

### **Inclusion Diversity equity and Accessibility (IDEA@MODL)**

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

### **Strategic Communications**

n/a

### **Work plan**

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

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

### **Alternatives**

Do not authorize staff to proceed with the installation of a change room(s) and only approve the installation of the prefabricated double vault at Mush-A-Mush Beach Park.

Do not authorize staff to proceed with the prefabricated double vault and change room(s) at Mush-A-Mush Beach Park and continue with using existing single vault.

### Conclusion

The 2026/27 approved Capital Budget includes funds to install a double vault washroom at Mush-A-Mush Beach Park. The budget can also accommodate the installation of a single or double change room as recommended in the Accessibility Audits and Park Engagement Report from 2024. The Cubit prefabricated building options provide a cost-effective mechanism to enhance amenities and accessibility in Regional and Destination Parks, and installation of a Cubit double vault and change room at Mush is recommended by staff as a step towards enhancing accessibility in the park and fulfilling the recommendations from the accessibility audits.

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





## Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Municipality of the District of Lunenburg Council  
**Submitted by:** Trudy Payne, Director of Recreation, Parks & Tourism  
**Date:** April 28, 2026  
**Re:** Award of RFQ 2026-01-300 Portable Toilet Rentals and Servicing

#### Recommendation

Council authorize staff to award RFQ 2026-01-300 Portable Toilet Rentals and Servicing for the amount of \$80,609.94, excluding HST, to Dalton Joudrey Plumbing & Heating LTD. for a three-year rental and servicing contract to provide portable toilets at several parks within the district's park system.

#### Executive summary

Several parks do not have permanent washrooms (i.e. vault toilets), thus requiring the Municipality to rent portable toilets to provide washroom services to the parks. The previous three-year contract had ended and thus, an RFQ was issued to secure these services for another three years.

#### Discussion

Three (3) quotes were received before the closing date and time and met all the mandatory criteria. Submissions came from Dalton Joudrey Plumbing & Heating Ltd, Winchester Disposal Limited Services and Steward-Lucas Holdings Co. The following is a chart outlining the cost per year to provide portable toilets at the listed parks in the RFQ.

Proponent	Cost Proposal			Total Price
	Yr 1 Price	Yr 2 Price	Yr 3 Price	
Dalton Joudrey Plumbing & Heating Ltd	\$23,259.89	\$27,309.42	\$30,040.63	\$80,609.94

Winchester Disposal Limited Services	\$40,012.00	\$42,012.60	\$44,112.76	\$126,137.36
Steward-Lucas Holdings Co.	\$26,380.00	\$27,280.00	\$28,180.00	\$81,840.00

Note: Prices exclusive of HST.

### Budget implications

The 2026-2027 operating budget includes costs associated with renting portable toilets. If the contract is awarded appropriate funds will be allocated in the 2027-2028 and the 2028-2029 operating budgets.

### Strategic plan

This work aligns with the Parks Standards and Guidelines document.

### Work plan

Ensuring portable toilets at parks is part of the annual work plan.

### Alternatives

To award the contract to one of the other companies that submitted quotes.

### Conclusion

The contract is up for renewal to provide portable toilets at various parks through the district's parks system. The company being recommended is the company that has the lowest quote over the three-year contract and is a local company we have had this service with in the past and have been very satisfied.

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.	



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

**Report to:** Council

**Submitted by:** Dave Waters Director of Economic Development

**Date:** April 28, 2026

**Re:** Community Hub Fitup – Program Space and Business Hub

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### Recommendation

**That Council authorizes staff to award RCS Construction Inc. the Fitup Tender for completion of the program space and business hub in the amount of \$925,600.00 not HST.**

### Executive summary

The Fitup Tender was issued to complete the program space and business hub of the Community Hub that involved most of the District of Lunenburg committed 13,500 sq feet.

#### Community Hub Construction Cost

<b>RCS Construction Inc.</b>
\$925,600 and HST

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

The current overall project is on budget.

## **Background**

Council approved the Community Hub project in the 2023/24 budget which was part of a partnership with WellTide Health to bring a new Collaborative Healthcare / Community Hub facility to the area and would see the development of a farmers' market, commercial kitchen, event space, boardroom, café and offices. Earlier in 2025 council went back out for additional public consultation and shifted the Community Hub away from the farmers market but felt the community would benefit greatly from a community hub with an event space, café, kitchen, boardroom, programming space and offices. Council adjusted the office space to a business hub with 4 other partners on board and ready to go in the business hub.

## **Strategic Focus**

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

## **Budget/Financial Implications**

The fit-up cost for the Program Space and Business hub less HST is \$925,600.00 and will work with the overall Community Hub budget.

## **Climate Change/sustainability**

N/A

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

N/A

## **Strategic Communications**

N/A

## **Work plan**

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

## **Alternatives**

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

### **Conclusion**

Staff recommend awarding the Fitup sub-tender for the program space and business hub to RCS Construction Inc.

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

Municipal Council  
April 28, 2026  
Item #: 8.1  
Tom MacEwan

**From:** [Glen and Marilyn Hebb](#)  
**To:** [Lisa Andrews](#)  
**Subject:** Re: FW: Council Presentation - April 28  
**Date:** Monday, April 20, 2026 3:44:09 PM  
**Attachments:** [image001.png](#)

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Hi Lisa;

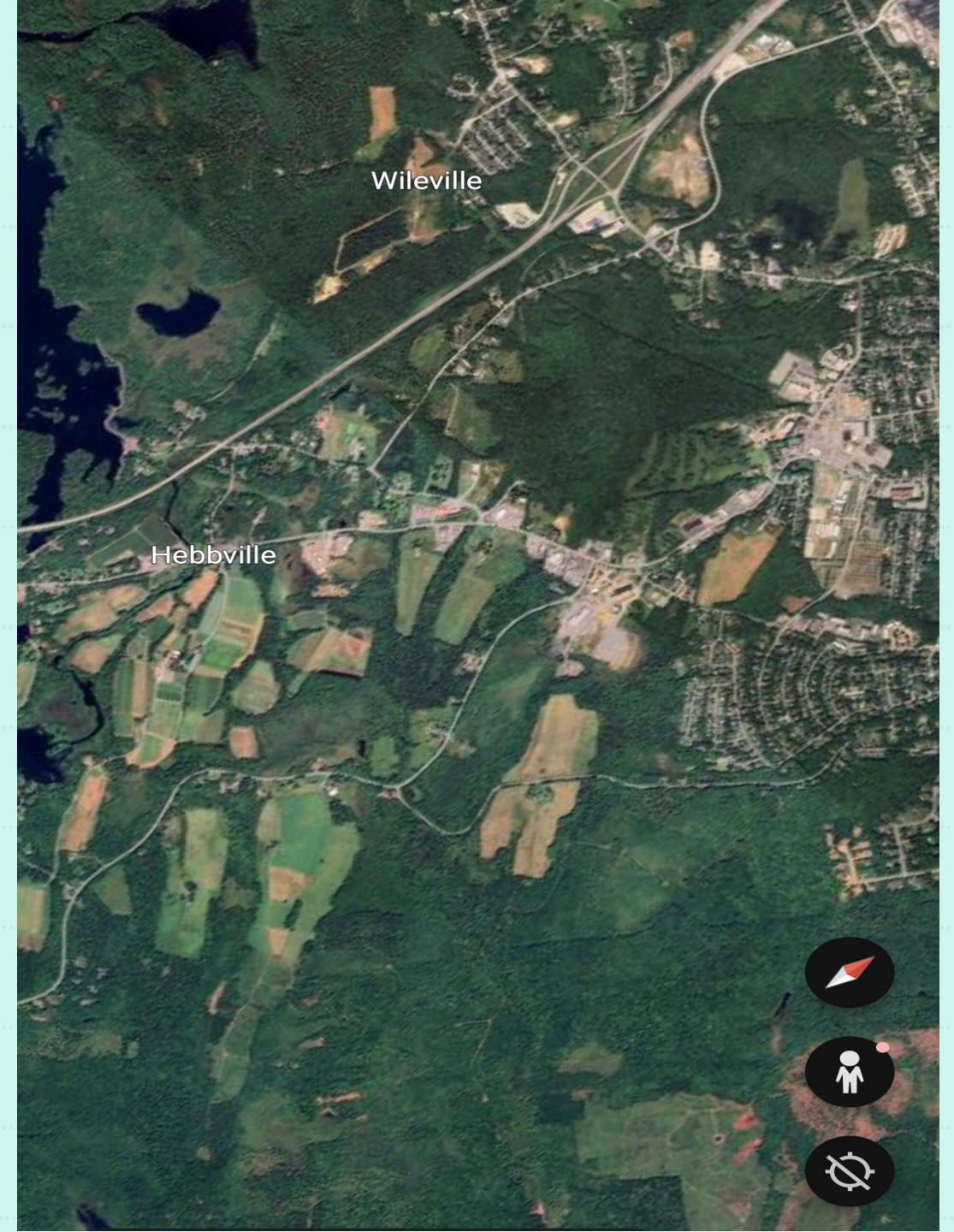
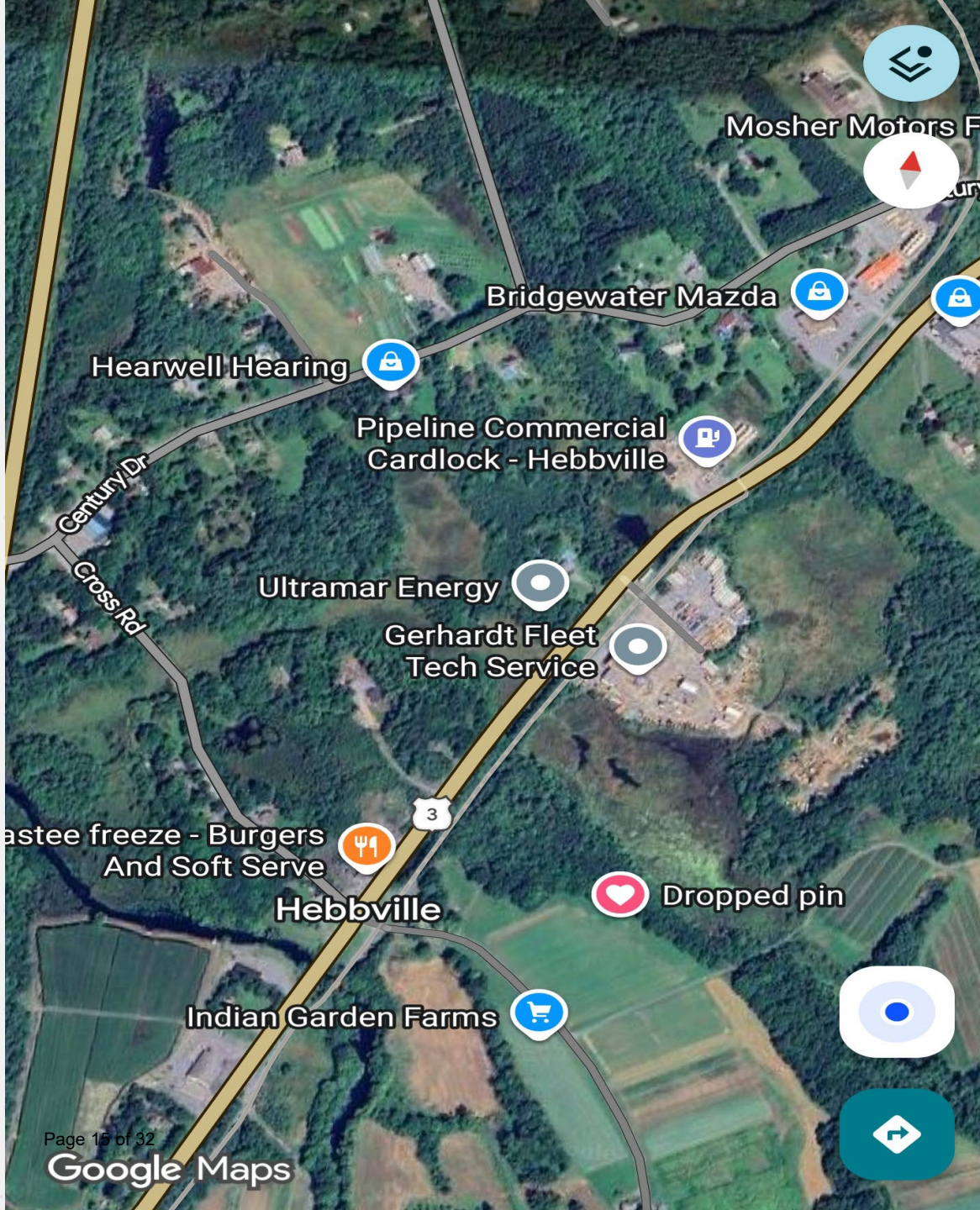
Here is my presentation:

A number of residents on Century Drive have come forward with concerns about the truck and car traffic. This was the original road that the settlers used in the 1700's so it does not meet today's highway standards for safety and visibility. It has a number of blind crests, corners and steep grades that make it dangerous. One resident did a car count out his living room window. The count was between 1700 and 1800 cars in one day. This high car count was made when the road was closed to trucks. It is not safe to walk on the shoulder of the road with trucks having to drive on the shoulder to make the corners without being in the next lane of traffic. There have been two tractor trailers off the road on this dangerous corner. With the proposed new subdivision nearby (Bridgewater Century Lands) this problem will only get worse. This traffic problem was investigated many years ago with the solution of extending William Wile directly to Route 3 where this traffic is going. This idea was shut down with the DOE concerned with a small wetland in the area. I asked Sam Reeves with the DOE to join me and we walked the route that the road could take. He said with the proper paperwork this could be possible. The water holes that were of concern were made by the previous owner to remove topsoil. There have been a number of suggestions made by residents.:

1. Close William Wile Rd at Century Drive to truck traffic which would put more traffic on High Street and Exit 14 to Route 3.
2. Extend William Wile Rd to a strip of land already owned by the province on Route 3.
3. Leave as it is.
4. Present this to DOT and let them do a study on the traffic concern.

The Hebbville Village Commission asks the MODL to speak for us to the proper authorities with this traffic concern that will get worse.

Regards,  
Glen Hebb













## Municipality of the District of Lunenburg

Policy Details	
<b>Name</b>	Fees Policy
<b>Number</b>	058
<b>Legislative Authority</b>	Municipal Government Act, subsections 48(3), 132(2), 150(2), 206(4), clauses 49(1)(c), 211(1)(b), and subclause 172(2)(e)(i), Private Roads By-law, Section 12
<b>Effective Date</b>	April 28, 2026

### Title

- 1 This Policy is titled the Fees Policy.

### Administration

- 2 This Policy must be referenced in related By-laws concerning the service identified.

### Purpose

- 3 The Municipality must provide clarity to citizens as to the various fees it charges on the various government services.

### Fees

- 4 (1) The fees for Planning and Development Services are as set out in Table 1.  
(2) The fees for Recreation Services are as set out in Table 2.  
(3) The fees for Administration and Finance Services are as set out in Table 3.  
(4) The fees for Engineering Services are as set out in Table 4.

### Exempted Organizations

- 5 Active non-profit organizations registered under the **Societies Act** are exempt from paying those fees identified under subsection 4(1) of this Policy, with the exception of the Private Road Maintenance & Improvement Administration Fee Rate.

**Table 1 Planning and Development Services Fees**

<b>Services</b>	<b>Fees</b>
Amendments to a Planning Strategy or a Land Use By-law	\$525.00 + advertising fee
Development Agreement	\$525.00 + advertising fee
Development Permit	\$26.00
Fire Inspection	\$210.00
Map Book	\$25.00
Map Reproduction	\$11.00 + \$0.55 per square feet
Planning documents	\$11.00
Private Road Maintenance & Improvement Administration Fee Rate	5% of the total expenditures in the annual private road budget
Property Record Certificate	\$58.00
Subdivision, Final Plan (+ each lot after 2 lots)	\$105.00 +\$26.00
Variance	\$79.00
Zoning Certificate	\$53.00
Building Permit Fee – all types of construction	\$0.72 / \$1000 construction value + \$30 administration fee
Building Permit Renewal Fee	\$30.00 administration fee
Demolition Permit	\$22.00
Temporary Structures	\$30.00 administration fee
Temporary Change of Use	\$30.00 administration fee
Non -Profit Organizations	\$30.00 administration fee
Additional Fee that applies to all construction commenced without a Building Permit	\$55.00

**Table 2 Recreation Services Fees**

<b>Services</b>	<b>Fees</b>
Ballfields	\$21.00 per hour + HST
Ballfield League	\$19.00 per hour + HST (if paid by May 1)
One-day ballfield tournament	\$135 per field per day + HST
Two-day ballfield tournament	\$115 per field per day + HST
Charitable cause one-day ballfield tournament	\$65 per field per day +HST
Charitable cause two-day ballfield tournament	\$60 per field per day + HST
Minor Sport ballfield rentals (18 & under)	Free of charge
Sawpit Floating Docks	\$125.00/season + HST

A “charitable cause” refers to either a charitable or non-profit organization, or to individuals who have experienced recent hardship.

**Table 3 Administration and Finance Services Fees**

Services	Fees
Dog Tag - Replacement	\$1.00
NSF Cheques	\$15.00
Tax Certificate	\$42.00
Tax Sale Administration Fee	\$160.00
Verbal Tax Information	\$11.00
Potable Water Supply Upgrading Administration Fee	*\$1,000.00 - **\$250.00
Clean Energy Financing Administration Fee	*\$1,000.00 - **\$1400.00
Credit Card Processing Fee	2%
Potable Well Financing Lending Fee	2%

\*Effective Date April 1, 2026

\*\*Effective Date November 1, 2026

**Table 4 Engineering Services Fees**

Services	Fees
Electric Vehicle Charging Station	\$1.50 per hour
Sewer Permit	\$120.00

Policy Adoption	
Date of Original Passage	January 11, 2011
Date of Notice of Intent to Amend	April 21, 2026
Date of Council Approval	April 28, 2026
I certify that this Policy 058 Fees was amended by Municipal Council as indicated above.	
Signature of Municipal Clerk	Date  April 28, 2026

Version	Amendment Description	Approval Date
Original V1	Policy 058 fees	January 11, 2011
V2	Fees for development related applications – planning areas	May 10, 2011
V3	Allows for all fees, except those included in other by-laws in one policy, and fee increases	February 12, 2019
	Effective date for V3	April 1, 2019

<b>V4</b>	Clarity that the 5% administrative fee for Private Road Maintenance & Improvement Charge is not exempted	February 25, 2020
<b>V5</b>	Housekeeping, addition of fee for Electric Vehicle Charger Charging Station	September 14, 2021
<b>V6</b>	Remove MARC housings, and fax/photocopying fees from tables	February 8, 2022
	Effective date of V6	April 1, 2022
<b>V7</b>	Add Sawpit Floating Dock fees to Table 2, Recreation	January 10, 2023
<b>V8</b>	Add Potable Water Supply Upgrade and Clean Energy Financing administration fees to Table 3.	July 25, 2023
<b>V9</b>	Add new ballfield fees to Table 2 and defined "charitable cause"; amend EV charging station fee to \$1.50.	March 26, 2024
	Annual Review by Council - Re-adopted	February 25, 2025
<b>V10</b>	Add new credit card processing fee, effective immediately. Add Building related fees with an effective date of January 1, 2026	July 22, 2025
<b>V11</b>	Add potable well financing lending rate to Table 3	December 9, 2025
<b>V12</b>	Revised administrative fees for Clean Energy Financing and Water Supply Upgrade Programs, effective dates April 1, 2026 and Nov. 1, 2026	April 28, 2026



## The Municipality of the District of Lunenburg Report

**Report To:** Mayor McLean-Wile and Members of Council  
**Submitted By:** April Whynot-Lohnes, Municipal Clerk  
**Date:** April 21, 2026  
**Re:** Proposed Amendments to Policy 058 Fees

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Municipal Council, in session on March 10, 2025, received a report regarding the Clean Energy Financing and Potable Drinking Water program fees. Council approved the proposed changes and directed staff to proceed with amendments to the Fees Policy.

Attached are the proposed amendments to Policy 058, Fees.

Section 48(1) of the Municipal Government Act states, “Before a policy is passed, **amended** or repealed, the Council shall give at least seven days’ notice to all council members.” Therefore, in accordance with Section 48(1), the amended Policy 058 Fees will be presented for Council’s consideration on March 24, 2026, Council session.

If Council approves of the proposed Policy amendments, the following motion would be necessary.

**“that Municipal Council approve the proposed amendments to Policy 058, Fees as presented and hereby gives 7 days’ notice of its intention to adopt on April 28, 2026 ”.**

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

## Municipality of the District of Lunenburg

Policy Details	
<b>Name</b>	Fees Policy
<b>Number</b>	058
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<b>Effective Date</b>	

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### Fees

- 4
  - (1) The fees for Planning and Development Services are as set out in Table 1.
  - (2) The fees for Recreation Services are as set out in Table 2.
  - (3) The fees for Administration and Finance Services are as set out in Table 3.
  - (4) The fees for Engineering Services are as set out in Table 4.

### Exempted Organizations

- 5 Active non-profit organizations registered under the **Societies Act** are exempt from paying those fees identified under subsection 4(1) of this Policy, with the exception of the Private Road Maintenance & Improvement Administration Fee Rate.

**Table 1 Planning and Development Services Fees**

<b>Services</b>	<b>Fees</b>
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Clean Energy Financing Administration Fee	<del>\$250.00</del> *\$1,000.00 - **\$1400.00
Credit Card Processing Fee	2%
Potable Well Financing Lending Fee	2%

\*Effective Date April 1, 2026

\*\*Effective Date November 1, 2026

**Table 4 Engineering Services Fees**

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Electric Vehicle Charging Station	\$1.50 per hour
Sewer Permit	\$120.00

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V2	Fees for development related applications – planning areas	May 10, 2011
V3	Allows for all fees, except those included in other by-laws in one policy, and fee increases	February 12, 2019
	Effective date for V3	April 1, 2019

<b>V4</b>	Clarity that the 5% administrative fee for Private Road Maintenance & Improvement Charge is not exempted	February 25, 2020
<b>V5</b>	Housekeeping, addition of fee for Electric Vehicle Charger Charging Station	September 14, 2021
<b>V6</b>	Remove MARC housings, and fax/photocopying fees from tables	February 8, 2022
	Effective date of V6	April 1, 2022
<b>V7</b>	Add Sawpit Floating Dock fees to Table 2, Recreation	January 10, 2023
<b>V8</b>	Add Potable Water Supply Upgrade and Clean Energy Financing administration fees to Table 3.	July 25, 2023
<b>V9</b>	Add new ballfield fees to Table 2 and defined "charitable cause"; amend EV charging station fee to \$1.50.	March 26, 2024
	Annual Review by Council - Re-adopted	February 25, 2025
<b>V10</b>	Add new credit card processing fee, effective immediately. Add Building related fees with an effective date of January 1, 2026	July 22, 2025
<b>V11</b>	Add potable well financing lending rate to Table 3	December 9, 2025
<b>V12</b>	Revised administrative fees for Clean Energy Financing and Water Supply Upgrade Programs, effective dates April 1, 2026 and Nov. 1, 2026	



## Memorandum

**To: Mayor McLean-Wile and Council**  
**From: Fire Services Coordinator**

**Date: April 13, 2026**

**Re: Recommendations of appointments to the Fire & Emergency Services Committee**

At the Annual General Meeting of the Fire & Emergency Services Committee held on April 8, 2026 the following persons were nominated by the fire service representatives present to serve on their behalf on the Fire & Emergency Services Committee for a 1-year term:

Brian Keizer, District 1 & 2 Fire Commission  
Chief Darren Mulock, Northfield & District Fire Department  
Deputy Chief Dean Schmeisser, Dayspring & District Volunteer Fire Department  
Firefighter Emily Bowers, Hebbville Fire Department

Thus, I am recommending

**That Municipal Council appoint Brian Keizer, Chief Darren Mulock, Deputy Chief Dean Schmeisser and Firefighter Emily Bowers to serve as fire representatives on the Fire & Emergency Services Committee, for a 1-year term.**

Chris Kennedy  
Fire Services Coordinator



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Municipal Council  
**Submitted by:** Elana Wentzell, CPA, CMA  
**Date:** April 28, 2026  
**Re:** 2026-27 Approved Capital Budget Amendment

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#### **Recommendation**

Move that Municipal Council approve \$25,000 for the New Germany Legion Sewer Lateral project as an amendment to the 2026-27 approved Capital Budget.

#### **Executive summary**

When staff circulated the Capital Budget details on March 24, 2026, the amount for the New Germany Legion Sewer Lateral project (\$25,000) had been inadvertently removed from the document. This amount was not in the total capital budget approved by Council on March 31.

#### **Discussion**

Staff discovered the error on April 10, and determined that procurement for this project cannot go forward without Council approval. Staff will endeavour to ensure that there is a more robust procedure going forward so this type of error won't be made in the future.

#### **Strategic Focus**

N/A

#### **Budget/Financial Implications**

The project was originally budgeted to use Sewer reserves. These reserves are still available for this project.

**Climate Change/sustainability**

N/A

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

N/A

**Strategic Communications**

N/A

**Work plan**

N/A

**Alternatives**

The upgraded sewer lateral work on private property has already been completed by the landowner; this project is required to replace the portion of sewer lateral owned and maintained by the Municipality. If the project does not proceed, the Municipality would have to expend operating funds to ensure the sewer infrastructure is useable throughout the year.

**Conclusion**

It is unusual for a mistake to be made on final budget documents. Because the project was intended to be completed in this fiscal year, staff recommend that Council approve the \$25,000 as an amendment to the 2026-27 Capital Budget.

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