



**Notice:** Council meetings are held in person at Town Hall. The public can attend meetings in person or view meetings through the Zoom livestream. Recordings of all meetings are available on the Town’s website. To livestream this meeting starting at 6 pm, use this Zoom link: <https://us06web.zoom.us/j/88956545878>

**1. CALL TO ORDER**

**2. LAND ACKNOWLEDGEMENT**

This meeting takes place in the traditional and ancestral territory of the Mi’kmaq people. We are all Treaty people.

**3. APPROVAL OF AGENDA**

3.1 January 9, 2024 Council Meeting Agenda

**Draft motion: That Council approve the agenda for the January 9, 2024 meeting as presented.**

**4. APPROVAL OF MINUTES**

4.1 December 12, 2023 Council Meeting Minutes

**Draft motion: That Council approve the December 12, 2023 meeting minutes as presented.**

**5. PUBLIC INPUT AND QUESTIONS – 20 MINUTES**

- Each person is limited to 3 minutes
- Each person must state their name
- Questions or comments are directed to the Chair

**6. PRESENTATIONS**

6.1 2024/25 Capital Budget Presentation: Town General & Water Utility

**7. PUBLIC INPUT AND QUESTIONS ON PROPOSED CAPITAL BUDGETS**

This agenda item provides a platform for members of the public to express their opinions, ask questions, and offer comments about the proposed capital budgets. The following guidelines apply:

- Each person is limited to 5 minutes
- Each person must state their name
- Questions or comments are directed to the Chair

**8. CORRESPONDENCE**

8.1 Cornwallis Street Renaming

- Emma FitzGerald
- Dave Clingan

– Derrill Hynick

8.2 Advocacy for province-wide vulnerable persons registry – REMO

Draft motion: That Council authorize the mayor to write a letter to the Nova Scotia Federation of Municipalities (NSFM) and the Minister responsible for the Office of Emergency Management, advocating for creating a province-wide vulnerable persons registry.

8.3 Communities in Bloom Invitation

## **9. PUBLIC HEARINGS, PUBLIC INFORMATION MEETINGS AND APPEALS**

## **10. BUSINESS ARISING AND UNFINISHED BUSINESS**

### **11. NEW BUSINESS**

11.1 2024/25 Town General Capital Budget – *Approval Placeholder*

Draft motion: That Council approve the 2024/25 Town General Capital Budget as presented, totalling \$2,986,000.

11.2 2024/25 Water Utility Capital Budget – *Approval Placeholder*

Draft motion: That Council approve the 2024/25 Water Utility Capital Budget as presented, totalling \$2,099,000.

11.3 Reallocation of Funds: Lift Station Communication Upgrades

Draft motion: That Council approve a reallocation of funds within the 2023/24 Town Capital Budget of \$50,000 from the Suction Line Upgrades item to a new Lift Station Communications Upgrades item for improvements at the Effluent and Starr Street Lift Stations.

## **12. NOTICES OF MOTION, INFORMATION REQUESTS AND COUNCILLOR REPORTS**

### **13. IN CAMERA**

**13.1 Acquisition, sale, lease and security of municipal property**

Draft motion: Moved and seconded that Council move in camera at \_\_\_\_\_ to discuss agenda item 13.1 acquisition, sale, lease and security of municipal property per Municipal Government Act.

## **14. ADJOURNMENT**

TOWN OF LUNENBURG  
**COUNCIL MEETING MINUTES**

December 12, 2023 | 6 pm

Lunenburg Town Hall – Council Chamber and virtually through Zoom




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Present	Mayor Jamie Myra, Deputy Mayor Ed Halverson (via Zoom), Councillors Jenni Birtles, Stephen Ernst, Peter Mosher, Melissa Duggan and Susan Sanford
Also present	Jamie Doyle, CAO Lisa Dagley, Director of Finance Tyson Joyce, Director of Public Works Hilary Grant, Director of Community Development Kayla Byrne, Municipal Clerk
Call to Order	The Mayor called the meeting to order at 6 p.m.
Land acknowledgment	The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.
Approval of Agenda	Moved and seconded that Council approve the agenda for the December 12, 2023 meeting as presented. <p style="text-align: right;"><b>Motion carried unanimously</b></p>
Approval of Minutes	Moved and seconded that Council approve the November 28, 2023 meeting minutes as presented. <p style="text-align: right;"><b>Motion carried unanimously</b></p>
Public Input and Questions	A member of the public shared their opinions on the ongoing civic square project.  A member of the public spoke in support of the buffer zone presented in the draft Old Town Lunenburg Heritage Conservation District Bylaw.
Presentations	None.
Old Town Lunenburg Heritage Conservation District Plan and By-law Update	Staff provided an update on the Old Town Lunenburg Heritage Conservation District Plan and By-law, which included recommended changes to the draft plan and bylaw. These recommended changes include: <ul style="list-style-type: none"> <li>• Revising the Transition Area's guidelines to distinguish between urban and non-urban zones and ensure clear views from historical blockhouses towards Lunenburg Harbour.</li> <li>• Easing regulations for new and non-historic buildings in the Transition</li> </ul>

Area.

- Mandating that new commercial and residential buildings within the World Heritage Site complement and remain distinct from existing character-defining structures nearby.

Councillors commented on and inquired about the bufferzone and the transition area. Councillors also inquired about removing the Hopson/Prince Loop from the Transition Area.

Councillors suggested that the second reading of the plan and bylaw be scheduled for a meeting in February.

Blockhouse Hill Design Project Moved and seconded that Council accept MacKay-Lyons Sweetapple Architect’s Blockhouse Hill Design Project What We Heard Report (Attachment A) as information.

**Motion carried unanimously**

WWTP Upgrade and Expansion Design and Engineering Design Staff provided an overview of the request for proposal for the Wastewater Treatment Plant upgrade, expansion, and engineering designs. Councillors asked some clarifying questions.

Moved and seconded that Council award the Wastewater Treatment Plant (WWTP) Upgrade and Expansion Design & Engineering Services Request for Proposals (RFP) to CBCL in the amount of \$517,863 + HST.

**Motion carried unanimously**

Municipal Capital Grown Program Staff provided an overview of the recommendation to apply to the Municipal Capital Growth Program.

Moved and seconded that Council approve an application to the Municipal Capital Growth Program under the Accessibility Category for the proposed 2024/25 Green Street Sidewalk Reconstruction Capital Project.

**Motion carried unanimously**

Budget Variance Council received a 2023/24 capital and operating budget variance report to September 30, 2023.

Adjournment There being no further business, the December 12, 2023 Council meeting adjourned at 6:55 p.m.

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The minutes were read and approved.

**Town of Lunenburg - Town General Fund  
Capital Budget 2024/25**

2024/25 Funding

		2024/25 (Yr 1)	2025/26 (Yr 2)	2026/27 (Yr 3)	2027/28 (Yr 4)	2028/29 (Yr 5)	DTT	Op Rsv	Surplus Asset Reinvest	CCFB/Gas Tax	Debt	PW Equip Reserve	Grants	Sewer Rsv	Fire District	LAF
<b>Town General</b>																
<b>Town Hall</b>																
	Retaining Wall - Townsend Street	\$150,000									\$150,000					
	Exterior Restoration: Total Budget			\$2,000,000	\$2,000,000	\$2,000,000										
	Interior Restoration					\$6,000,000										
<b>Public Works</b>																
	PW Relocation Feasibility Study				\$40,000											
	New Facility (Planning, Design, Construction)					\$2,700,000										
<b>Victoria Road Building</b>																
	Exterior Repairs	\$40,000					\$40,000									
<b>Old Fire Hall</b>																
	Conceptual Designs for Re-Purposing	\$30,000						\$30,000								
<b>Public Washrooms</b>																
<b>CN Station</b>																
<b>Lunenburg Academy</b>																
	Roof Repairs	\$300,000								\$75,000						\$225,000
	Capital Repairs - Interior & Exterior		\$260,000	\$260,000	\$260,000	\$260,000										
	Capital - Major Projects		\$406,000	\$422,200	\$439,100	\$456,700										
<b>Beautification</b>																
	Urban Forest	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$20,000						\$20,000			
<b>Equity, Diversity &amp; Inclusion</b>																
	Flag Pole	\$10,000						\$10,000								
	Interpretive Panels for Parks	\$20,000						\$20,000								

Draft v1.0

**Town of Lunenburg - Town General Fund  
Capital Budget 2024/25**

2024/25 Funding

	2024/25 (Yr 1)	2025/26 (Yr 2)	2026/27 (Yr 3)	2027/28 (Yr 4)	2028/29 (Yr 5)	DTT	Op Rsv	Surplus Asset Reinvest	CCFB/Gas Tax	Debt	PW Equip Reserve	Grants	Sewer Rsv	Fire District	LAF
<b>Public Works</b>															
<b>Sidewalk Renewal</b>															
Green St Sidewalk Renewal - CF approved Oct.25/22	\$400,000							\$200,000				\$200,000			
Pelham - Shipyard Hill to Town Limits	\$35,000	\$390,000				\$35,000									
Victoria - Green to 180 Victoria Rd			\$35,000	\$230,000	\$240,000										
Montague Street - Retaining Wall	\$100,000									\$100,000					
<b>New Sidewalks</b>															
Tannery Rd Sidewalk - construction only	\$571,000					\$196,000						\$375,000			
Linden Avenue		\$35,000	\$282,000												
Montague St Civic #161 to #169 SSE Policy	\$30,000					\$15,000						\$15,000			
<b>Street Reconstruction/Resurfacing</b>															
Linden Avenue		\$40,000	\$515,000												
Dufferin/Lincoln/Falkland		\$40,000	\$835,000												
Kissing Bridge - Cemetery Hill - Resurfacing					\$500,000										
Maple Avenue - Resurfacing					\$400,000										
Duke Street Extension (Upper King St Access)					\$500,000										
Pelham Street - Hopson St to King St	\$350,000								\$350,000						
<b>Street Improvements</b>															
Accessibility Improvements	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$20,000									
Flashing Beacon Lights	\$15,000	\$15,000	\$15,000				\$15,000								
Downtown Traffic Improvements	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000									
<b>Energy</b>															
Solar Garden			\$30,000	\$300,000											

Draft v1.0

**Town of Lunenburg - Town General Fund  
Capital Budget 2024/25**

2024/25 Funding

	2024/25 (Yr 1)	2025/26 (Yr 2)	2026/27 (Yr 3)	2027/28 (Yr 4)	2028/29 (Yr 5)	DTT	Op Rsv	Surplus Asset Reinvest	CCFB/Gas Tax	Debt	PW Equip Reserve	Grants	Sewer Rsv	Fire District	LAF
<b>Public Works (continued)</b>															
<b>Equipment</b>															
New Salt Truck (09 Replacement)	\$250,000									\$250,000					
3/4 Ton Truck Replacement	\$75,000						\$75,000								
1/2 Ton Truck Replacement				\$50,000											
New Backhoe ('17 Replacement)					\$300,000										
Asphalt Hot Box		\$150,000													
Hydraulic Snow Blower for Trackless				\$30,000											
Survey Rover				\$40,000											
Tools	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000						\$20,000				
<b>Wastewater Utility</b>															
<b>Plant</b>															
Plant Upgrade to SBR ( <i>see below</i> )															
WWTP - Biofilter Media		\$100,000													
WWTP - Various Items	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000								\$35,000		
WWTP - Raw Sludge Pump for Fornier Press	\$35,000												\$35,000		
<b>Storm System</b>															
CSK-3 Churchill & Broad					\$80,000										
Tannery Road Culvert Assessment		\$1,220,000	\$1,220,000	\$1,220,000	\$1,220,000										
CSK-6 Lincoln & Dufferin			\$100,000												
Storm Separation Plan	\$110,000												\$110,000		
<b>Sanitary System</b>															
Flowmeter at Bluenose Stn	\$20,000												\$20,000		
Back Harbour Stn Upgrades			\$32,000	\$368,000											
Pump Replacement at Lift Stations	\$120,000	\$120,000	\$80,000		\$80,000				\$120,000						

Draft v1.0

**Town of Lunenburg - Town General Fund  
Capital Budget 2024/25**

2024/25 Funding

		2024/25 (Yr 1)	2025/26 (Yr 2)	2026/27 (Yr 3)	2027/28 (Yr 4)	2028/29 (Yr 5)	DTT	Op Rsv	Surplus Asset Reinvest	CCFB/Gas Tax	Debt	PW Equip Reserve	Grants	Sewer Rsv	Fire District	LAF
<b>Community Development</b>																
	Bandstand Restoration & Accessible Walkway					\$2,000,000										
	Wolff Park Project					\$200,000										
<b>Recreation</b>																
	Baseball Field Repairs	\$10,000					\$10,000									
	Community Centre: Accessible Entrance	\$40,000						\$20,000					\$20,000			
	Community Centre: Exterior	\$20,000						\$20,000								
	Community Centre: Gym Floor Refinish	\$10,000						\$10,000								
	Arena & Community Centre: Accessibility		\$50,000	\$50,000	\$50,000											
	Arena: Compressor Overhaul					\$25,000										
	Parking Lot					\$100,000										
	Trailer		\$10,000													
	Lawn Tractor (replacement of '07)			\$30,000												
	Back Harbour Trail				\$20,000	\$200,000										
<b>Fire Department</b>																
<b>Fleet</b>																
	GMC Tanker (02) #6 Replacement		\$798,000													
<b>Other</b>																
	Roof - Reseal & Repainted	\$90,000					\$90,000									
	Concrete Apron Replacement (bay doors)		\$145,000													
		<b>\$2,986,000</b>	<b>\$3,934,000</b>	<b>\$6,066,200</b>	<b>\$5,207,100</b>	<b>\$17,421,700</b>	<b>\$466,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$470,000</b>	<b>\$575,000</b>	<b>\$20,000</b>	<b>\$630,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$225,000</b>

Maximum Funding Available 2024/25

\$500,000    \$200,000    \$200,000    \$500,000    \$600,000    \$20,000    \$200,000

Previously Approved Multi-Year Project

<b>Wastewater Utility</b>																
<b>Plant</b>																
	Plant Upgrade to SBR: Total approved budget \$9.982M (financing 2.695M Debt & 7.287M Grants), est. \$563.9K by Mar.31/24	\$4,708,900	\$4,709,200							\$1,271,400		\$3,437,500				
		<b>\$7,694,900</b>	<b>\$8,643,200</b>	<b>\$6,066,200</b>	<b>\$5,207,100</b>	<b>\$17,421,700</b>	<b>\$466,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$470,000</b>	<b>\$1,846,400</b>	<b>\$20,000</b>	<b>\$4,067,500</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$225,000</b>

**Draft v1.0**

## CAPITAL BUDGET NOTES

### **Town General**

#### ***Town Hall***

##### Retaining Wall – Townsend Street

Rehabilitation of the Town Hall retaining wall by re-facing the exposed concrete faces. The retaining wall is critical to the structure of sidewalk along Townsend as well as to protect and maintain access to Town Hall. Approved for \$100K in 23/24 but no tenders received when advertised in Fall 2023. Previous budget value has been increased due to market conditions.

#### ***Victoria Road Building***

##### Exterior Upgrades

Upgrades are required, such as roof repairs (there are some existing leaks), to keep this functional and safe for all the Town departments utilising this facility.

#### ***Old Fire Hall***

##### Conceptual Designs for Re-Purposing

The Town will complete an Exterior Condition Assessment of this building (Operating Budget item 24-25) and based on that Assessment providing reasonable outcomes, perform conceptual designs on re-purposing scenario(s) for the building.

#### ***Lunenburg Academy***

##### Roof Repairs

There are existing issues with leaks through all four of the towers roofing at the Academy. Staff are working on this, along with LAF and their Consultant. At this time, the full scope is yet to be established, so this is an estimate.

#### ***Beautification***

##### Urban Forest

This is the continuation of the Program previously labelled as Tree Planting where the Town looks for opportunities to add to our urban forest.

# Draft v1.0

## ***Equity, Diversity & Inclusion***

### Flag Pole

Addition of a flag pole at the UNESCO Monument exclusively for the Mi'kmaq flag to be flown year round.

### Interpretive Panels for Parks

Interpretive panels for Sylvia Park and Labrador Park.

## **Public Works**

### ***Sidewalk Renewal***

#### Green Street Sidewalk Renewal

Replacement and widening to 1.5m of 660m of existing sidewalk with additional accessibility features on Green St between High St and Victoria Rd. Project deferred in fiscal 23/24 due to fiscal capacity (capital financing reallocated to Tannery Rd project). Previous budget value has been increased due to recent market factors.

#### Pelham Street – Shipyard to Town Limits

Replacement of the existing asphalt sidewalk along Pelham that is in poor repair and replacement with concrete. This covers approximately 375m in length and the scope includes removals, replacements (existing sidewalk is at the back of the curb so likely thickened edge, working on road with traffic control, etc.) and driveway/landscaping reinstatements. The budget for 24/25 is for design and tender documents.

#### Montague Street – Retaining Wall

Repairs and replacement to a portion of the existing retaining wall used to support the sidewalk adjacent to #36 Montague. This work was recommended based on a recently completed Structural Assessment.

### ***New Sidewalks***

#### Tannery Road Sidewalk

All land purchases anticipated to be completed in fiscal 23/24. Construction of new sidewalk along Tannery Road from the Knickle Road intersection to past #97 Tannery Road expected in early 24/25. Approximate length of new sidewalk 280m. Revised budget of \$571K approved by Council on July 11, 2023.

#### Montague St #161 to #169

Extension of existing sidewalk on the north side of Montague to service the Bike Store as requested by Property Owners. The Town's Street Services Extension Policy applies.

# Draft v1.0

## ***Street Reconstruction/Resurfacing***

### Pelham Street – Hopson Street to King Street

Planned street reconstruction work from Hopson to King on Pelham Street including removals, re-construction of road subgrade, base gravels and re-paving to match existing grades. Other street infrastructure to be checked and replaced as necessary such as hardware (manhole & valve covers) and possible drainage improvements.

## ***Street Improvements***

### Accessibility Improvements

Improvements to existing infrastructure grades on ramps, adding tactile warning strips, widening sections of sidewalks, etc. These improvements will be rolled out as new guidelines come into effect. New construction should incorporate these accessibility best practices.

### Flashing Beacon Lights

Supply and installation of flashing crosswalk beacon lights. Locations to be determined.

### Downtown Traffic Improvements

Review of 2009 Traffic and Parking Study, Comprehensive Community Plan and upcoming Traffic Study, for operational improvements to increase pedestrian and vehicle safety around Town.

## ***Equipment***

### New Salt Truck (09 Replacement)

Replacement Salt Truck for the current 2009 version. Due to supply chain issues experienced with 2002 replacement, this purchase has been brought ahead to 24/25. Likely may not receive until 25/26 Capital year.

### ¾ Ton Truck Replacement

It is anticipated that our existing ¾ ton truck shall need replacement when the latest inspection runs out in April 2025. This item is used each work day by our Public Works crew for carrying large tools and towing large trailers. The budget allowance would provide the option to either proceed with a new ¾ ton base model, or possibly uncover some savings if the right opportunity arises for a similar 2<sup>nd</sup> hand truck.

### Tools

Budget to replace or upgrade small capital items for safety and production improvements.

# Draft v1.0

## **Wastewater Utility**

### ***Plant***

#### Plant Upgrade to SBR

Upgrade the WWTP with SBR technology. Total estimated budget \$9,982M. The Town has received grant funding of ~\$7.3M for this project.

#### WWTP - Various Items

Allowance for various items to upgrade plant/WW system. Includes small capital items such as probes, caps, tools, equipment, etc.

#### WWTP – Raw Sludge Pump for Fornier Press

Current pump is coming to the end of its lifespan. The press continues to be an important tool to minimize our sludge hauling fees.

### ***Storm System***

#### Storm Separation Plan

This project was a recommendation from the Wastewater System Modelling to plan and coordinate our system upgrades to ensure it can handle increased storm intensity, tidal conditions and rising sea levels with climate change.

### ***Sanitary System***

#### Flowmeter at Bluenose Station

This is an improvement for our system to be able to quantify overflows and have better information for reporting. Carry over item was approved in 23/24 Capital Budget.

#### Pump Replacement at Lift Stations

Strategic replacement of the pumps at our lift stations for asset management purposes. Many of our existing pumps have been in action and maintained for 20 years.

## **Community Development**

### ***Recreation***

#### Baseball Field Repairs

Project is to address ongoing water issues existing in both the infield and outfield of the third base line. To improve field drainage, a French drain will be installed by Public Works and tied into the box culvert that runs through adjacent to the field.

#### Community Centre Accessible Exterior Entrance Upgrades

# Draft v1.0

An Accessibility Audit was completed of the Community Centre facility in Spring 2023. Recommendations from the audit included the exterior entrance pathway, including widening the sloped pathway to allow for easier access to the facility; repairs to the path surface to minimize any gaps, joints and breaks; renovating existing stairs to make it slip-resistant and a level landing; install handrails; and add seating.

Project highlights include removing existing stairs and adding a concrete sloped access path from the parking lot into the facility. Handrails will be added to both sides of the pathway and a bench will be added outside the facility.

#### Community Centre Exterior

Remove an existing non-functional exterior door on the far side of the building (facing the soccer field) and re-side section. A concrete base will be poured to meet the height of the facility. This work is required due to water entering the facility through this door and causing water damage to the basement.

#### Gymnasium Floor Refinish

The gymnasium floor was last refinished 15 years ago in 2005. Work will be done in-house and will include: repairs to any gaps or damaged boards, seal, paint new game lines, and add top gloss coat. Project would improve accessibility for those with vision challenges due to the faded lines, floor quality for sports, activities and rentals, and improve overall appearance of Community Centre.

### **Fire Department**

#### ***Other***

#### Roof – Reseal & Repainted

Capital maintenance program to extend useful life of Fire Hall roof. This is a carry over project as no Tenders for this work were received in 23/24 plan to retender in January in the hopes of getting bids earlier in the season.

# Draft v1.0

**Town of Lunenburg - Water Utility  
Capital Budget 2024/25**

	2024/25 (Yr 1)	2025/26 (Yr 2)	2026/27 (Yr 3)	2027/28 (Yr 4)	2028/29 (Yr 5)
<b>Water Utility</b>					
<b><i>Plant/Water Production</i></b>					
Cleaning System at Intake	\$70,000				
Tank Bypass Line	\$13,000	\$137,500			
Hydrant Flushing Equipment	\$10,000				
Manifold Flushing System Investigation	\$15,000	\$50,000			
<b><i>Building Improvements</i></b>					
Repair Spillway	\$450,000				
Raw Water Pumphouse Waterproof Foundation	\$25,000				
Armouries Exterior Improvements		\$50,000			
Solar Array at WTP	\$385,000				
<b><i>Water System</i></b>					
Water Meter Rollout	\$600,000	\$600,000			
New Services	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Replacement Hydrants	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Harbourview/Morash Loop - New	\$365,000				
Knickle Road - Renewal				\$100,000	
Various Renewals	\$26,000	\$550,000	\$550,000	\$550,000	\$550,000
Transmission Main Renewal	\$100,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
<b>Total</b>	<b>\$2,099,000</b>	<b>\$2,427,500</b>	<b>\$1,590,000</b>	<b>\$1,690,000</b>	<b>\$1,590,000</b>

2024/25 Funding			
Depr Reserve	Future Capital Reserve	Debt	Grants
\$70,000			
\$13,000			
\$10,000			
\$15,000			
\$365,000			\$85,000
\$25,000			
	\$385,000		
\$600,000			
\$20,000			
\$20,000			
		\$365,000	
\$26,000			
\$100,000			
<b>\$1,264,000</b>	<b>\$385,000</b>	<b>\$365,000</b>	<b>\$85,000</b>

**Draft v1.0**

## CAPITAL BUDGET NOTES

### **Water Utility**

#### ***Plant/Water Production***

##### Cleaning System at Intake

The budget is for the installation of an automatic cleaning system for the raw water intake screens. This item will clean the screens more frequently and eliminate the necessity to have divers for cleanings. This item was approved in 23/24 at \$35K, however the budget was determined to be insufficient to complete the project once the Consultant's Class B estimate was received. Project has been carried forward to 24/25 at the revised total estimated cost of \$70K.

##### Tank Bypass Line

Design in 24/25 and construction in 25/26 for a bypass line that would allow the Water Treatment Plant to send treated water directly to the Town without having to go through the storage tank.

##### Hydrant Flushing Equipment

Improved flushing equipment for hydrants or water expelling units to allow for de-chlorination of treated water where required.

##### Manifold Flushing System Investigation

The plant no longer draws water for production at the same level as it did when it was first commissioned. Staff believe this is caused by restrictions within the system. This budget is for a consultant to investigate this system and determine solution(s).

#### ***Building Improvements***

##### Repair Spillway

This item was approved in the 23/24 budget at \$200K and is now planned for the 24/25 season with the revisions for the eel passage required by DFO. Budget has been revised for the construction cost component, based on the new scope and market conditions. The revised total budget for construction inspection, engineered design of spillway, and construction is \$450K.

##### Raw Water Pump House Waterproof Foundation

Pumphouse has a history of leaks through the foundation. The scope of this project has increased since it was included in the 23/24 budget, which includes the replacement of a section of pipe penetrating the pumphouse foundation that is leaking (planned for 23/24) and the waterproofing of the exterior of the foundation is planned for 24/25.

##### Solar Array at WTP

Design is complete, plan to tender early in 2024 for Spring 2024 construction.

# Draft v1.0

## ***Water System***

### Water Meter Rollout

This project consists of planning for the water meter program, purchasing materials required for the program, and the installation and implementation of the water meters for all customers. The RFP to be released late 2023/early 2024 to allow this work to start in Spring 2024. Budgeted to spread over 2 years.

### New Services

If a new water service is required, the cost of the service installation is allocated to this account. This item is placed in the budget yearly in the event that new installations are required.

### Replacement Hydrants

New hydrants are installed as required and funds placed in the budget yearly in the event new hydrants are required.

### Harbourview/Morash Loop Main – New

Installation of a water main loop connection from Morash Lane to Harbourview Drive to eliminate the dead-end water main on Harbourview Drive. Design and tender package has been completed and was deferred to 24/25 based on fiscal restrictions, revised budget based on tender that was received, but not awarded, in 2023.

### Various Renewals

Project will focus on design work on one of the renewals needing attention. The plan is to design one year and have a tender ready to go for following year sequence. Development cycles may impact the projects but list includes Maple, Montague, Dufferin, Air Release Valves and potentially Blockhouse Hill.

### Transmission Main Renewal

One of the primary recommendations from the Water System modelling was that the main transmission main from the Plant to Garden Lots be upgraded due to its age and importance to the Town. The recommendation included upsizing the entire line to 400mm diameter. The total estimated cost included in the report for this upgrade was \$15M. Due to the size/cost of this project grants will need to be sourced to assist with the project costs.

Draft v1.0

**From:** [Emma FitzGerald](#)  
**To:** [Kayla Byrne](#); [Jamie Myra](#); [Peter Mosher](#); [Jenni Birtles](#); [Melissa Duggan.](#); [Stephen Ernst](#); [ED Halverson](#); [Susan Sanford](#)  
**Subject:** Name ?  
**Date:** December 5, 2023 9:56:32 PM

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CAUTION: THIS IS AN EXTERNAL MAIL

Hello all,

I am writing to express my dismay that Cornwallis Street was renamed Queen Street.

As some councillors did note, that is a direct contradiction of the goals to actually work towards reconciliation in our community.

Not including indigenous voices in the process is problematic, as is choosing a name that reinforces the imperial power / the crown that instigated the killing of so many indigenous people in Canada and throughout the world.

Please reflect on this and if we are going to go to the trouble of renaming a street, it should be worth the effort, i.e. show thought and care. This choice does not.

Best,  
Emma

[When the Ocean Came to Town](#) is now [available](#)  
[Hand Drawn Victoria](#) can be preordered [here](#)  
Emma FitzGerald Art & Design



**From:** [Dave Clingan](#)  
**To:** [Kayla Byrne](#)  
**Cc:** [Tricia Snell](#)  
**Subject:** Re: A street name suggestion  
**Date:** December 12, 2023 12:55:43 PM

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CAUTION: THIS IS AN EXTERNAL MAIL

Hi Kayla-

Yes, I'd like to contribute to the next agenda package, assuming this issue is still under consideration. Please accept the written proposal below as my submission.

thanks,  
Dave

### **A proposal to rename “Cornwallis Street” to “Sakmow Street”**

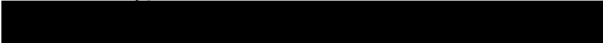
It is generally accepted that Cornwallis (based on Edward Cornwallis' barbaric treatment of the Mi'kmaq) is no longer acceptable as a street name in Lunenburg. It is also generally accepted that a replacement which reflects our national and local pursuit of reconciliation with First Nations is a worthwhile objective-- if such a name can be agreed upon.

The word **Sakmow** means Grand Chief of the Mi'kmaq people. It conveys a status of leadership and authority among the Mi'kmaq that parallels terms of the British monarchy such as King, Queen, Duke, etc. Thus, it establishes parity in recognizing historic and cultural aspects of the European settlers *and* the Mi'kmaq, who both share deep connections to this region.

It is fair to say that some alternatives, based on words derived from the Mi'kmaq language, have raised concerns and have been met with resistance by some residents of Lunenburg. These objections are often related to difficulty in spelling and pronunciation.

**Sakmow**, is not difficult to spell or pronounce. It might well alleviate those objections, while bestowing recognition and honor upon the Mi'kmaq people, as a small step forward in our pursuit of reconciliation. Perhaps this is a compromise we can embrace and celebrate together.

Respectfully,  
Dave Clingan



**From:** [derrill.H](#) [REDACTED]  
**To:** [Kayla Byrne](#)  
**Subject:** street name  
**Date:** December 6, 2023 7:57:20 AM

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CAUTION: THIS IS AN EXTERNAL MAIL

Cornwallis Street

I think it is important to remember our history by keeping what was done in the past. We did not live in the town at that time but our ancestors did. They had their reasons for doing what they did. If we want to honor the Mi'kmaw culture we can name a street after a special member of their community that the native people select. I don't know the history of Fox Street but we may be able to ask the Mi'kmaw people for their choice of names and rename Fox Street unless this street has a history. All the best.

Derrill Hynick Lunenburger [REDACTED]



## Memorandum

**To:** Regional Emergency Management Organization Partners

**From:** Angela Henhoeffler, Lunenburg County REMO Manager

**Date:** December 13, 2023

**Re:** Advocacy for Vulnerable Person Registry

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### Recommendation

Move that Council authorize the mayor to write a letter to the Nova Scotia Federation of Municipalities (NSFM) and the minister Responsible for the Office of Emergency Management, advocating for the creation of a province-wide vulnerable persons registry.

### Background

The Regional Emergency Management Advisory Committee met on October 31, 2023 to discuss a range of issues, including the need for a vulnerable persons registry. Such registries are voluntary but can provide critical support for persons with disabilities or other vulnerabilities who are more likely to be impacted by emergencies. After discussion, the Committee passed the following motion:

“Move that the Regional Emergency Management Advisory Committee recommend that partner councils write to the Nova Scotia Federation of Municipalities and the Provincial Minister of Emergency Management, requesting the creation of a province wide vulnerable person registry.”

A draft letter has been prepared and provided to municipal staff in each of the partner units to send to the minister responsible for emergency management and to the Nova Scotia Federation of Municipalities. A motion supporting the letters is being sought from each of the partner units.

### Conclusion

The frequency and severity of risks and impacts in our community is increasing as the effects of climate change are felt in our region. A province-wide registry for vulnerable persons would assist in providing adequate public safety for all Nova Scotians and would be an essential tool in our region’s emergency preparedness.

Via email [emo@novascotia.ca](mailto:emo@novascotia.ca)

The Honourable John Lohr  
Minister Responsible for the Office  
of Emergency Management  
Emergency Management Office  
PO Box 2581  
Halifax NS B3J 3N5

Dear Minister Lohr,

**Re: Voluntary Vulnerable Persons Registry**

I am writing with respect to the issue of a province-wide, voluntary vulnerable persons registry. The increased need for emergency management services over the past year has made it apparent there is a consistent gap in our ability to serve the most vulnerable citizens in our community.

The UN has reported that persons with disabilities are at least two times as likely to die in a disaster. Unfortunately, Nova Scotia has the highest rates of disability in the country and a rapidly aging population. The Regional Emergency Management partners in Lunenburg County strongly believe there is a need for a provincial registry for vulnerable populations. Disasters do not respect political boundaries and municipal capacity and expertise varies significantly across municipalities in Nova Scotia. A consistent centrally managed registry is necessary to ensure that all Nova Scotians have access to the same level of public safety.

Other jurisdictions have successfully implemented central voluntary registries and have addressed the range of concerns that can come with a registry including privacy, managing expectations and maintenance of information.

Our Council strongly urges the province to proceed with the development of a province-wide, voluntary vulnerable persons registry to provide consistent public safety to all residents of nova scotia.

Sincerely,

Via Email [mayor@modl.ca](mailto:mayor@modl.ca)

Mayor Carolyn Bolivar-Getson  
NSFM President  
c/o NSFM  
1304 – 1809 Barrington St.  
Halifax NS B3J 3K8

Dear President,

**Re: Voluntary Vulnerable Persons Registry**

I am writing with respect to the issue of a province-wide, voluntary vulnerable persons registry. The increased need for emergency management services over the past year has made it apparent there is a consistent gap in our ability to serve the most vulnerable citizens in our community.

The UN has reported that persons with disabilities are at least two times as likely to die in a disaster. Unfortunately, Nova Scotia has the highest rates of disability in the country and a rapidly aging population. The Regional Emergency Management partners in Lunenburg County strongly believe there is a need for a provincial registry for vulnerable populations. Disasters do not respect political boundaries and municipal capacity and expertise varies significantly across municipalities in Nova Scotia. A consistent centrally managed registry is necessary to ensure that all Nova Scotians have access to the same level of public safety.

Other jurisdictions have successfully implemented central voluntary registries and have addressed the range of concerns that can come with a registry including privacy, managing expectations and maintenance of information.

Our Council strongly urges the NSFM to advocate for the province to develop a voluntary vulnerable persons registry to provide consistent public safety to all residents of Nova Scotia.

Sincerely,

cc: Juanita Webber, Chief Executive Director  
jspencer@nsfm.ca



December 6<sup>th</sup>, 2023

Mayor Jamie Myra  
**Town of Lunenburg**  
PO Box 129, 119 Cumberland St  
Lunenburg, Nova Scotia B0J 2C0

Honourable Mayor and Council,

Communities in Bloom is a non-profit, charitable, Canadian organization committed to fostering civic pride, environmental responsibility, and beautification through community engagement and the challenge of friendly competition.

The program nurtures involvement and action by citizens of all ages, municipal governments, local organizations, institutions, not-for-profits and businesses. It strives to improve the tidiness, appearance, and visual appeal of our neighborhoods, parks, open spaces, and streetscapes through the imaginative use of flowers, plants and trees.

A focus on environmental awareness and the preservation and conservation of the cultural, natural, and built heritage elements are also an integral pillars to the success of the program.

**We invite your community to explore the program, experience Canadian community pride, and enjoy the benefits of people, plants and pride...growing great places together, by participating in the 2024 Communities in Bloom program.**

In the past few years, significant changes have occurred in society's expectations for, and usage of, our outdoor environments. We encourage you to join communities across the Atlantic provinces and Canada to develop:

- **civic pride**
- **mitigate and adapt to the impacts of climate change**
- **enhance green spaces**
- **strengthen neighborhoods and**
- **increase investment opportunities and tourism**

Your community will receive **invaluable feedback from a professional team of experienced, volunteer judges** who will provide you with a comprehensive report of observations and recommendations to serve as a **template for continuous improvement** following their visit.

7856 5th Line  
South,  
Milton, ON  
L9T 2X8

T 514 694-8871

E-Mail/Courriel : [bloom@cib-cef.com](mailto:bloom@cib-cef.com)  
Web Site : [www.communitiesinbloom.ca](http://www.communitiesinbloom.ca)  
Site Internet : [www.collectivitesenfleurs.ca](http://www.collectivitesenfleurs.ca)

 [cibcef](https://twitter.com/cibcef)  
 [communitiesinbloom](https://www.facebook.com/communitiesinbloom)  
 [@cibcef](https://www.instagram.com/cibcef)



Your community has the option to participate in one of the following categories:

- **Population Category (community is evaluated):**

Two volunteer judges visit and evaluate the community to provide a detailed report, including any special mentions and an overall bloom rating (from 1 to 5 blooms) The evaluation visit will be scheduled for two days with accommodation provided by the host community.

Or

- **Friends Category (community is not evaluated):**

Community is not evaluated: becomes part of the Communities in Bloom network, able to access educational, idea sharing for community improvement, and an invitation to attend the annual symposium.

Participating in the CiB program has proven, **positive benefits!** While impacting all sectors of your municipality, CiB will help to encourage and enhance community involvement, improve green infrastructure, and become more environmentally sustainable. The very high Return on Investment that has been noted by other communities make CiB **one of the best investments** you can make for your hometown!

***CiB Atlantic is challenging and inviting your community to act early and REGISTER for the 2024 Atlantic Provincial Edition!***

The deadline to register is **February 29th, 2024**. The registration form can be completed directly on-line, by following this link: <http://www.communitiesinbloom.ca/cib2024>

Also, at the request of our communities, we decided to continue with a **colour theme for 2024**. Next year's colour will be **ORANGE**. We invite everyone to plant orange in honour of our Indigenous communities as we celebrate all the ways Plants Love You.

The National Symposium on Parks & Grounds and National & International Awards Ceremonies will be held in Charlottetown, Prince Edward Island from October 17-20, 2024. We would be pleased to showcase your achievements and to celebrate your bloom rating and level.

For more information about how Communities in Bloom can **help your community** become a **Greener and Healthier** community, please contact:

**Sonia Parrino - CiB Program Specialist**

Phone: (514) 694-8871 email: [bloom@cib-cef.com](mailto:bloom@cib-cef.com)

Sincerely,

Susan Ellis,  
B.A., B. Ed., Ec.D.  
CiB National Chairperson

**Subject:** Reallocation of Funds: Lift Station Communication Upgrades  
**From:** Tyson Joyce, Director of Public Works/ Town Engineer  
**Date:** December 19, 2023

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## **Recommendation**

That Council approve a reallocation of funds within the 2023/24 Town Capital Budget of \$50,000 from the Suction Line Upgrades item to a new Lift Station Communications Upgrades item for improvements at the Effluent and Starr Street Lift Stations.

## **Alternatives**

- Not approve the reallocation of funds within the 2023/24 Town Capital Budget from the Suction Line Upgrade, and instruct Staff to work on sourcing the funding for the Lift Stations Communications Upgrades elsewhere within the Budget;
- Not approve the reallocation of funds within the 2023/24 Town Capital Budget from the Suction Line Upgrade and have the Lift Station Communications Upgrades be deferred to a future Budget.

## **Background**

Throughout previous years, the Town has undertaken staged communications upgrades to our network of lift stations throughout our system. The communication upgrades to external lift stations were prioritized and have been completed, leaving only the Effluent and Starr St. Lift Stations (both in close vicinity to the Waste Water Treatment Plant (WWTP) remaining. These two Lift Stations were left until last for communications upgrades due to their complexity with the hardware running through the WWTP.

The Suction Line Upgrades item included in the 2023/24 Town Capital Budget was to replace suction lines at the Starr St. and Bluenose Dr. Lift Stations. Throughout 2022, our operators experienced issues with the function of pumps from time to time and thought replacing suction lines would be a solution. Since then, our operators have been able to employ a much simpler solution, which is working effectively, making these planned replacements much less of a priority.

## **Discussion**

Staff did include a provision for the communications upgrades for the Effluent and Starr St. Lift Stations as a component of the WWTP – Various Items line in the 2023/24 Town Capital Budget based on an estimate received late in 2022. Since then, costs for the required equipment have risen, and an alternative approach to perform the work, which will simplify ongoing operations, has been decided

on. Our estimated budget to complete this scope is now \$50,000 (including net HST and contingency). With the budget now of this magnitude, staff believe the best option is to separate this work from the WWTP – Various Items budget.

The reallocation of the Suction Line Upgrades amount is an effort to best utilize our resources for the most significant impact for our Operations Team. These upgrades to the communications will provide our operators with a more effective and efficient system and increase safety.

### **Strategic Plan Relevance**

Capital Construction Projects are part of the Servicing and Facilities Strategic Direction of the Town's Comprehensive Community Plan, a town where the long-term infrastructure needs of the community are met through strategic management and incremental, well-phased upgrades that are financially sustainable.

### **Financial**

The amount approved in the 2023/24 Capital Budget for the Suction Line Upgrades was \$50,000 with funding from Sewer Reserves. The reallocation does increase the overall capital spending or funds from the Sewer Reserves.