

TOWN OF LUNENBURG COUNCIL MEETING MINUTES

TUESDAY, AUGUST 10, 2021 AT 6:00 P.M.

**LUNENBURG COUNCIL CHAMBER, 120 TOWNSEND STREET AND
VIA ZOOM/YOUTUBE LIVE BROADCAST**

PRESENT: Mayor Matt Risser
Deputy Mayor Peter Mosher
Councillor Jenni Birtles
Councillor Melissa Duggan
Councillor Stephen Ernst
Councillor Ed Halverson
Councillor Susan Sanford

ALSO PRESENT: Paul Bracken, Facilities/Project Superintendent
Kelly Cunningham, Recreation Director
Lisa Dagley, CPA, CGA, Finance Director
Dennis MacPherson, M. Eng., P. Eng., Town Engineer
Heather McCallum, Assistant Municipal Clerk
Bea Renton, Chief Administrative Officer

1. Call to Order

The Mayor called the meeting to order at 6:02 p.m.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.

3. Agenda

Motion: moved and seconded approval of the agenda with the addition of Saltbox Brewery Labour Day 2021 Long Weekend at Lightship Concert Series Noise Bylaw Exemption Request. Motion carried.

4. July 27 and 28 and August 4, 2021 Council Meeting Minutes

Motion: moved and seconded approval of the July 27 and 28 and August 4, 2021 Council meeting minutes. Motion carried.

5. Public Hearings, Presentations and Questions

6. Correspondence, Petitions and Proclamations Consideration

The Mayor expressed appreciation for the following project funding.

- a. Provincial Communities Culture and Heritage \$1,500. Back Harbour Trail Re-gravelling Project Funding Announcement
- b. Lunenburg Academy Foundation Letter Advising of \$55,000 Contribution to the Lunenburg Academy Southern Entrance Handrail and Building Tile Inspection Projects

7. Business Arising from the Minutes/Unfinished Business

- a. Bicycle Nova Scotia Blue Route Hub Trial Project Proposal to Create a Montague Street Contraflow Bike Lane from Linden Avenue – Duke Street and Pedestrian Mall in September 2021

Alison Carlyle, BNS, reviewed with Council their proposal for a September 2021 pilot project on a portion of Montague Street (**Schedule A**). Approximately 44 parking spaces would not be available during this time. An in-kind contribution of \$4000 for Public Works labour to create the partial road closure and bicycle lane would be required from the Town to assist with the set-up. They have funding until June 30, 2022 to accomplish the project. September 2021 is an ideal time because it would tie into a province wide cycling recognition month. It will also provide a safer access corridor to the downtown core from the Blue Route bicycle trail where cyclists can frequent Town businesses and services. They may be able to seek a funding extension to 2022 when possibly it could coincide with the Municipality of the District of Lunenburg's Bike Month although there is no assurance an extension would be granted.

Motion: moved and seconded approval of the request of Bicycle NS for a trial contraflow bike lane and pedestrian mall on Montague Street from Linden Avenue – Duke Street during the month of September 2021 (Schedule A).

Motion: moved and seconded to amend the motion for a trial project period of June 2022 instead of September 2021. Motion carried.

The amended motion was put and passed.

b. Proposed Regional Emergency Management Bylaw

Motion: moved and seconded the repeal of Town of Lunenburg Emergency Management Bylaw (Schedule B) and replaced by the Lunenburg County Regional Emergency Management Bylaw (Schedule C) with first reading hereby being given. This shall be advertised for public input and consideration at a Council meeting a minimum of two weeks later for second/final reading before possible adoption. Motion carried.

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion (Nil)

9. New Business

- a. Town General Operating Year End and Capital Funding to March 31, 2021

The Finance Director presented the report and recommendation for a reserve transfer of \$384,215 (Schedule D).

Motion: moved and seconded approval of the Capital financing for fiscal 2020/21 as outlined in Schedule 1/D. And further, approval of an additional Operating Reserve Transfer for fiscal 2021/22 of \$384,215 as outlined in Schedule 2/D is given. Motion carried.

b. Water Utility Operating Year End and Capital Funding to March 31, 2021

The Finance Director summarized the year end results for the Water Utility resulting in a potential \$105,200 reserve for the Town's Water Utility Land Reserve (Schedule E).

Motion: moved and seconded for the fiscal year ending March 31, 2021 that the Water Utility transfer an additional \$105,200 to the Water Utility Land Reserve (Schedule E). Motion carried.

c. Electric Utility Operating Year End and Capital Funding to March 31, 2021

The Finance Director advised that the Utility is ending the 2020/21 fiscal year with a surplus of \$2804. to be applied to retained earnings required for seasonal consumption variations.

d. Bluenose 100 Committee Noise Bylaw Exemption Request

Motion: moved and seconded approval of the Bluenose 100 Committee request for a Noise Bylaw section 7 exemption on August 24 and 25, 2021 until 10:00 p.m. (Schedule F). Motion carried.

e. Lunenburg Board of Trade Special Event Permit Application Including Grant for In-Kind Town Services for Streetfest 2021 on August 14 (15 rain date), 2021

Motion: moved and seconded approval of the LBOT Special Event Permit Application and grant of in-kind Town services for Streetfest 2021 (Schedule G). Motion carried.

f. Saltbox Brewery Labour Day 2021 Long Weekend at Lightship Concert Series Noise Bylaw Exemption Request

Motion: moved and seconded approval of the request of Saltbox Brewery for a Noise Bylaw section 7 exemption for Labour Day weekend 2021 Lightship Concert Series until 10:00 p.m. (Schedule H). Motion carried.

10. Adjournment

The meeting was adjourned at 6:44 p.m. by the Mayor.

Bea Renton, CAO

Ann Covey

Subject: 7 (a) Coun Aug 10 21 Bicycle NS Blue Routes Hub Temp Pilot Project
Attachments: Lunenburg_Phase 3_ Concept Design Report (Oct 2019).pdf

From: Kelly Cunningham
Sent: July-30-21 1:59 PM
To: Bea Renton <brenton@explorelunenburg.ca>; Kelly Jardine <Kjardine@explorelunenburg.ca>; Ann Covey <ACovey@explorelunenburg.ca>
Subject: Bicycle NS Blue Route Hubs Temporary Pilot Project Proposal

Alison Carlyle from Bicycle Nova Scotia will be presenting a plan for a temporary active transportation enhancement project to be piloted this season. **The pilot project would be a way to trial part of the cross-town active transportation connector** from the Blue Route Hubs Project completed in partnership between Bicycle Nova Scotia and the Town of Lunenburg in 2019. The cross-town active transportation connector will help to meet Action 30 in Lunenburg's Comprehensive Community Plan, which is to improve connectivity between Old/New Town for all modes of transportation.

Temporary street interventions allow for communities to test out safer walking, rolling, and cycling infrastructure and prepare for long-term implementation of safer, more accessible street designs so that people of all ages and people with disabilities can feel safe walking, rolling, and cycling. The temporary intervention that Bicycle Nova Scotia is proposing is based on engagement with residents, Town staff, and a councillor, who helped guide the project.

The temporary intervention would include a contraflow bike lane on Montague Street between the intersection of Linden Ave, Lower St, Bluenose Dr, and Montague St, and the intersection of Montague Street and Duke St. For two blocks, this would allow people to cycle east with the flow of vehicle traffic in the main vehicle traffic lane and west against vehicle traffic in a bike lane on the north side of the street.

We are also proposing a pedestrian mall on Montague Street between Duke St and King St, where the road would be open for people walking, rolling and cycling, and closed to any non-local vehicle traffic. There would be space on the street for picnic tables, benches, and planters to enhance the beauty and functionality of the street. These changes will draw people walking, rolling, and cycling to the area to explore the shops and restaurants that Montague Street has to offer by making it safer to access the area.

Bicycle Nova Scotia is seeking approval from Council to trial a contraflow bike lane and a pedestrian mall on three blocks on Montague Street during the month of September. Further documentation about the presentation will be provided on Monday, August 9th, which will result from the final drafting Project Steering Committee meeting on Friday, August 6.

I have also attached the final report from the Blue Route Hubs Project, completed in 2019 which you could include in your package that goes out to councillors as a background information item if you think that's appropriate. The Next Steps section of the Blue Route Hubs Project report recommends a pedestrian mall pilot project for 2020 or 2021. Appendix A in that report include concept designs for a contraflow bike lane and a pedestrian mall on Montague Street. We will be updating these designs this week for our presentation to council on August 10th.

Take care,

Meghan Doucette (she/her), MUP

Active Transportation Planner
Bicycle Nova Scotia
5516 Spring Garden Rd
Halifax NS, B3J 1G6
blueroute.ca/hubs/



Follow updates from the Blue Route on [Twitter](#), and [Instagram](#)

October 31, 2019

Bikeway Concept Designs

Cross-Town Connector and
North-South Link

*Phase 3 of the Blue Route Hubs Bikeway
Project in the Town of Lunenburg*

Prepared by:



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1.0 Introduction

1.1 Background

The Blue Route Hubs Bikeway Project is a collaboration between Bicycle Nova Scotia (BNS) and several communities in Lunenburg County, including the Town of Lunenburg. The project is intended to help communities evaluate their potential to develop bicycle routes that make residents of all ages and abilities feel comfortable cycling in their community and encourage active transportation. The project is broken down into three distinct phases:

- *Phase 1: Develop a proposed bicycle minimum grid*
This phase of the project took place from February 2019 to May 2019. Three projects were proposed to be priorities for improving conditions for cycling within the Town of Lunenburg. Public engagement was conducted twice in this process and feedback from those sessions was used in the development and refinement of the proposed minimum grid.
- *Phase 2: Selection of one route to go forward for concept design*
In August 2019, town staff presented a summary of the first phase of the project to council and recommended a route to go forward for concept design. Town council voted to approve the recommended route, which proposed a cross-town connector route, running through the Old and New Towns, as well as a north-south link for further study.
- *Phase 3: Concept designs for the selected route*
This phase of the project extended from September to October 2019. Draft concepts were presented to town staff in early October. The concepts were then refined based on this feedback as well as the traffic data. Plan view and cross-sections were developed for the corridor and are shown in Appendix A.

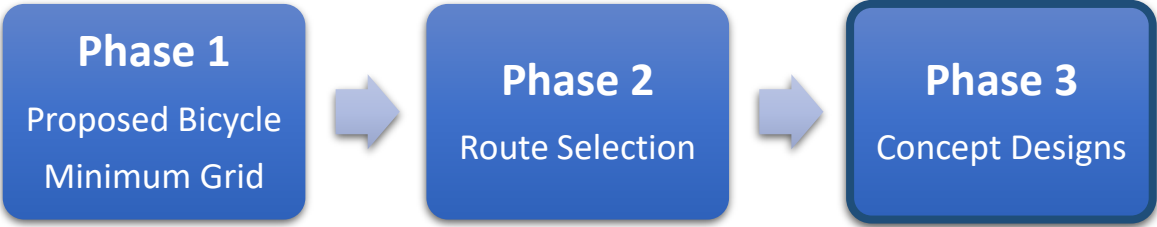


Figure 1- Blue Route Hubs Bikeway Project Process

1.2 Study Area: Cross Town Connector and North South Link

The cross-town connector bikeway was selected in Phase 2 as the priority route for concept design. The connector is an important axis of the Blue Route Hubs Bikeway network plan. Its purpose is to provide a comfortable cycling connection between the Old Town and New Town, link the Front Harbour Trail to the Back Harbour Trail, and improve access from the town to the regional Blue Route corridor on the Bay to Bay Trail and beyond. Figure 2 shows the original proposal for the cross-town connection, along with alternative routing options. Broad Street, the Front Harbour Trail and Montague Street make up the bulk of the route. A North South Link was also proposed for Lorne Street or Falkland Street to finish the connection to the Back Harbour Trail and the community centre. The North-South Link would also connect to the future bikeway proposed for Victoria Road.

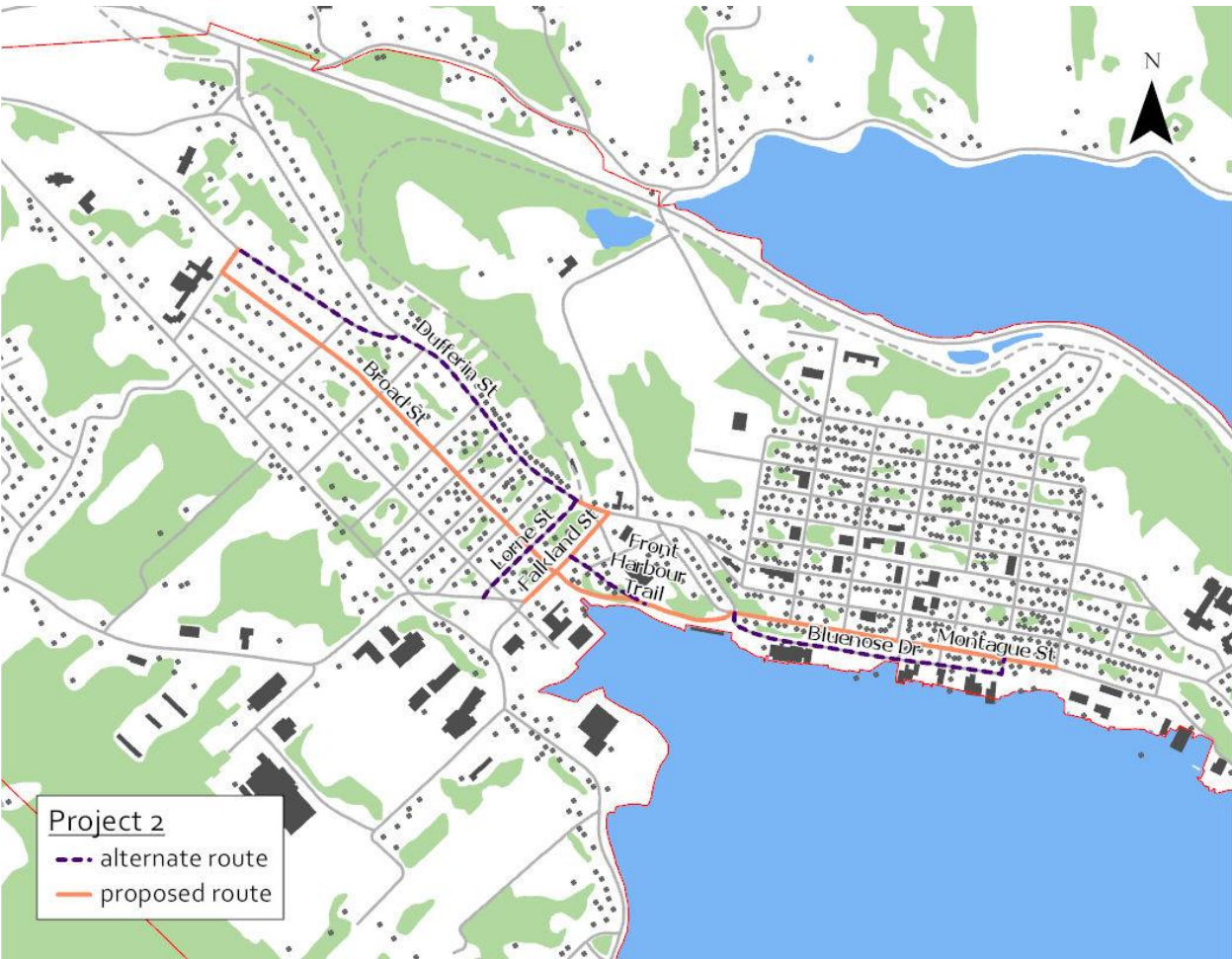


Figure 2- Cross-town Connector and North-South Link Proposal

1.3 Routing Refinement and Study Area Overview

Figure 3 shows the routing explored in the concept designs. Broad Street was selected over Dufferin Street for its connectivity to the Front Harbour Trail and its overall feasibility. Broad Street can likely be developed as a bicycle boulevard, and has strong potential for making low-cost change in the short-term. Montague Street was selected over Bluenose Drive as it provides better connections within the Old Town, with five intersections that allow cyclists to travel north. Bluenose Drive is comparatively less connected to residences and businesses within the town as it only has one access that extends continuously north. Bluenose Drive is also a more challenging environment for bikeway development as it currently has significant parking for tourists, including tour buses, and also provides access to the working waterfront.



Figure 3- Proposed Study Area

For the north-south link, connectivity was evaluated in Section 5.1 to determine the preferred route to both the trail connection and the connection to the community centre parking lot. The

north-south link highlights the potential of connecting to the town's community centre parking lot. This parking lot is frequently used as a cycling shortcut to the grocery store and to the town school. While the parking lot should not be considered an official bikeway, it does present a comparatively low-stress environment compared to the road network, which would require use of Victoria Road. In Phase 1, Victoria Road was recommended for future bikeway development due to its connectivity and the barrier it poses under existing conditions. In the short-term, developing a bikeway on Falkland Street or Lorne Street to Green Street, which leads to the community centre parking lot, will allow the town to create a continuous network in the short-term. Figure 3 shows the overall proposed study area.

The development of the cross-town connector route and north-south link is an expansion of proposed bikeway development in the Town of Lunenburg's 2014 Active Transportation Plan. The plan identified Lorne Street from Dufferin Street to Victoria Road and Broad Street from Lorne Street to Falkland Road as a key cycling and walking connection. The plan similarly identified the connection from Lorne Street to the community centre parking lot as important and proposed a multi-use path near the playground to make that connection.

1.4 Project Objectives

The following project objectives were identified:

1. Develop a bicycle route that improves the attractiveness, safety and comfort of cycling for people of all ages and abilities.
2. Provide an intuitive connection to the Blue Route, which is the Bay-to-Bay Trail.
3. Identify improvements that can be made as part of this project for pedestrians including those with mobility aides.

2.0 General Principles of Bikeway Design

In most situations in Lunenburg, cyclists share the road with motor vehicles and do not have any designated space. Under such conditions, traffic speeds and volumes generally provide a good indicator of the comfort and safety of cyclists sharing the road, and what types of infrastructure change should be considered. The following principles generally apply:

- Cyclists can be mixed with motor vehicles when traffic volumes and speeds are low (30 km/h).
- Cyclists should be separated from motor vehicles when motor vehicle volumes are high and/or speeds are high, typically over 30 km/h.
- Higher comfort is needed for accommodating younger or otherwise more vulnerable cyclists.
- There is a significant gain in safety for both pedestrians and cyclists when motor vehicle speeds are low. According to the World Health Organization, "pedestrians have been shown to have a 90% chance of survival when struck by a car travelling at 30 km/h or below, but less than 50% chance of surviving an impact at 45 km/h."¹

For this study, guidance from the Transportation Association of Canada will be considered in proposing roadway changes. Both TAC guidance and NACTO's All Ages and Abilities guidance will be considered for facility selection.



Figure 4- Chapter 5 of TAC's *Geometric Design Guide for Canadian Roads* (left) and NACTO's *Designing for All Ages and Abilities* (right)

¹ World Health Organization. Road Safety Facts-Speed. Available from: https://www.who.int/violence_injury_prevention/publications/road_traffic/world_report/speed_en.pdf. [accessed June 13, 2019].

3.0 Data Collection

3.1 Traffic Volumes and Speeds

Traffic volume and speed data is needed in order to inform bicycle facility selection as well as crossing treatments at major roads. Bicycle Nova Scotia retained WSP to collect Average Annual Daily Traffic (AADT), Average Daily Traffic (ADT) and operating speed data to inform the recommendations in this report. Appendix B has the full results of this data collection.

3.2 Other Data

Mapping data from Geonova was available including orthophotos and property data. Topographic survey was not available for any of the study roads. Bicycle Nova Scotia took physical measurements at the site for each of the roads, and these were used to develop the high-level concept designs in this study.

4.0 Cross-Town Connector

4.1 Montague Street

Existing Characteristics

Montague Street is an east-west road through the Old Town that is fronted by many small shops as well as residences. Despite its development, it currently acts as a through road, with vehicles travelling from Linden Avenue or other connecting streets into the town, often to find parking. The road is one-way eastbound from Lower Street to King Street. Parking is allowed on both sides of the road from Lower Street to the far east connection to Bluenose Drive. One of the key challenges of using Montague Street as the connection to the Front Harbour Trail is developing a design that will allow cyclists to travel two-way, along the existing one-way stretch.



Figure 5- Montague Street

Montague Street has a continuous sidewalk on the south side of the street from the Lower/Bluenose Drive intersection to Kempt Street. The south side sidewalk is typically wider than 2.0 m; however, the effective width is much lower due to utility poles, sandwich boards and

other items on the sidewalk. On the north side, the sidewalk is intermittent, which seems to be due to the presence of steep slopes.

Traffic Conditions

Traffic data was collected at three locations on Montague Street. Tables 1 and 2 presents a summary, with the full results in Appendix B. Table 1 shows the estimated AADT and 85th percentile speeds at three locations. The estimated Average Annual Daily Traffic was below 1000 vehicles/day with 85th percentile speeds going up to 35 km/h. While the estimated AADT was below 1000 vehicles/day, the daily counts showed that the Average Daily Traffic was sometimes above 1000 vehicles/day between Duke Street and King Street and between Prince Street and Bluenose Drive. At both these locations, the hourly volumes sometimes exceeded 50 vehicles/hour/direction, which is the threshold that NACTO considers to be the maximum for cyclists of all ages and abilities to share the road with vehicles. The operating speeds presented favourable conditions for cyclists to share the road with vehicles, especially near Cornwallis Street, where 85% of drivers were travelling at or below 29 km/h. Between Prince Street and Bluenose Drive, the 85th percentile is slightly higher than desirable at 35 km/h.

Table 1-Vehicle Traffic Data on Montague Street

| Montague Street Location | Estimated AADT | 85th Percentile Speed |
|---|--|---|
| Between Linden Ave/Lower St intersection and Cornwallis St | 395 vehicles/day | 29 km/h |
| Between Duke Street and King Street | 945 vehicles/weekday 810 vehicles/weekday | Not collected |
| Between Prince Street and Bluenose Drive | 762 vehicles/day | 35 km/h |

Pedestrian counts were also taken over a 24-hour period at Duke Street and Montague Street on a weekday and a weekend day in October. Table 2 shows the results of this data. The data shows the number of pedestrians crossing Montague Street at Duke Street and not the number of pedestrians travelling on Montague Street itself. However, with the counts showing 687-723 pedestrians crossing the road at that location, it is evident that pedestrians comprise a large portion of the travel along Montague Street and are critical users of this roadway.

Table 2: 24 Hour Pedestrian Count

| Parameter | Weekday Daily Count | Weekend Daily Count |
|--------------------------|---------------------|---------------------|
| Pedestrian Volume | 687 pedestrians | 723 pedestrians |

Based on the traffic data, a few initial conclusions were drawn about Montague Street:

- Due to the commercial focus on the roadway and existing pedestrian volumes, it is desirable to take a pedestrian-centric approach.
- Some traffic diversion is desirable to reduce the vehicle volumes on Montague Street in order to improve conditions for cyclists.

Recommended Concept

The recommended concept focuses on shifting the use on Montague Street from a place of parking and vehicle travel to one that prioritizes pedestrians and comfortably accommodates two-way cycling. It is made up of three main elements: widening of the pedestrian realm along most of Montague Street, a pedestrian mall or shared space treatment from Duke Street to King Street and a contraflow bicycle lane from Duke Street to the Linden Ave/Lower St intersection. Implementation recommendations were made for both the short-term and long-term. A summary of each of the elements and the rationale behind them is described below. Appendix A has plan view drawings as well as illustrations of typical existing and proposed cross-sections.

Recommendation #1: Widening of the Pedestrian Realm

Montague Street is a shopping street that currently attracts significant pedestrian use. However, the existing pedestrian realm is quite narrow. Widening the sidewalk on the south side and clearly defining different spaces for different uses would provide a comfortable and inviting place to walk. This widening is recommended for Montague Street from the Linden Ave/Lower St intersection to Duke Street, and King Street to Kempt Road. In order to complete this widening, parking would have to be removed on the north side of the road from Linden Ave/Lower St intersection to Duke St, and King Street to Bluenose Drive, and on the south side from Bluenose Drive to Kempt Road.

The widened sidewalk would have three specific zones. The first is a 1.3 m furnishing area, which provides space for utility poles, the opening doors of parked cars, sandwich boards, garbage disposal and other objects. The second is a 2.25 m through area for pedestrians, which should be space clear of obstacles for pedestrians to walk along. The third section is the frontage zone,

which is recommended to be 0.3-0.6 m, in order to provide an offset from buildings along the sidewalk.

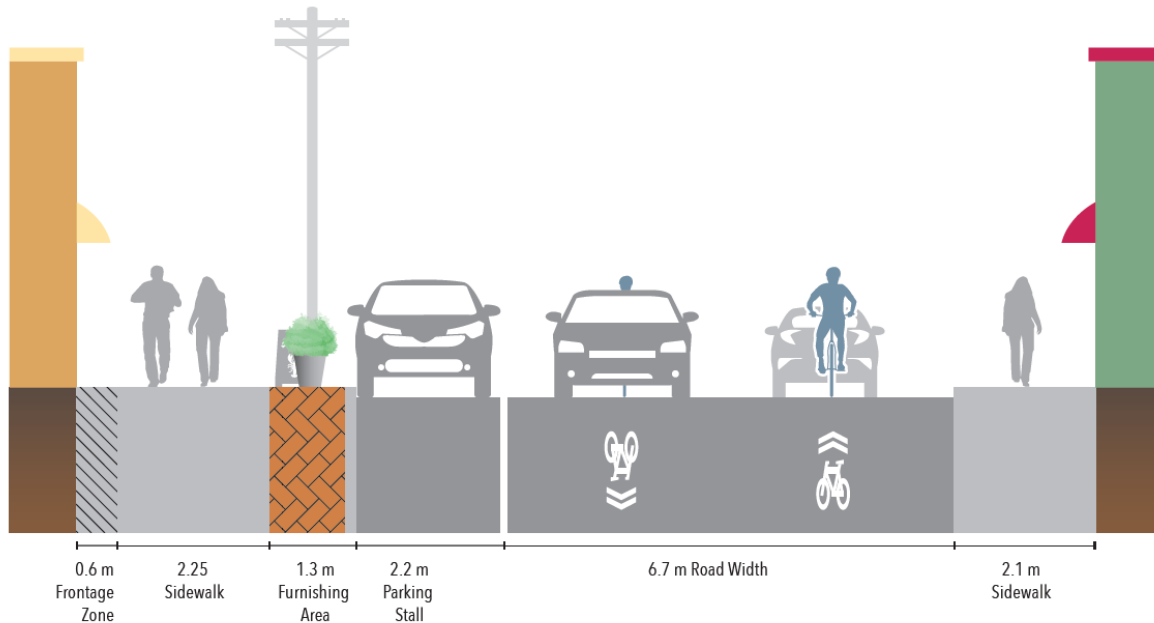


Figure 6- Montague Street, typical cross-section from King Street to Rum Row

Widening of the pedestrian realm has significant construction impacts due to moving the curb as well as utilities. Therefore, this component of the street re-development may be most feasible in conjunction with street reconstruction.

Short-Term Implementation: Montague Street from Rum Row to Shipyard’s Landing is currently scheduled for street reconstruction in 2021-2022. If this project goes through, it provides the opportunity for the sidewalk to be widened from Rum Row to Kempt Road in the short-term.

Long-Term Implementation: Along other stretches, the widening of the pedestrian realm should occur when other sections of the roadway are reconstructed.

Recommendation #2: Develop a “Pedestrian Mall” or “Shared Space” along Montague Street from Duke Street to King Street

From Duke to King, and potentially as far as Rum Row, the recommendation is to convert Montague Street to a pedestrian priority street, as either a “pedestrian mall” or “shared space concept”. Pedestrian malls are usually exclusive spaces for pedestrians and cyclists while shared

streets prioritize pedestrian and cyclist use but allow cars to mix with other users in a limited way. Along with increased comfort for active transportation, these types of streets are excellent opportunities for placemaking. Pedestrianized streets emphasize public space functions by adding street furniture, patio space and activity areas for open street markets and events. Montague's shopping street character is well suited for this type of treatment, presenting an opportunity to create a special destination. Though the focus of the design should be on pedestrians, the design of the pedestrian mall or shared space should also accommodate cyclist use. Case studies of pedestrian malls and shared space are described below.

CASE STUDIES: PEDESTRIAN MALLS AND SHARED SPACES

Pedestrian malls and shared spaces are common in Europe and becoming common throughout Canada. A few examples are provided below.

Netherlands

In the Netherlands, it is common for streets in city and town centres to be pedestrian zones. These zones exclude cars but often allow usage by cyclists. The Dutch *Design Manual for Bicycle Traffic* provides recommendations on when and how to mix or segregate cycling and walking traffic based on pedestrian volumes. The Netherlands' cycling friendly policies and designs have resulted in one of the highest rates of cycling for transportation in the world.



Pedestrian zone in The Hague, Netherlands
(Photo: Nadia Shardt)

Halifax, NS

Shared Space on Argyle Street

Argyle Street in Halifax is a recent example of a shared space conversion. The municipality converted the road into a curb-less street, that blurs the line between pedestrian space and vehicle space. Wider "sidewalks", permanent patios, pedestrian scale lighting, paving stones and other elements were built in to prioritize pedestrian movement and shopping. Vehicles can travel one-way through a narrow lane that is separated from the pedestrian space by tactile strips, which provide warning to visually impaired pedestrians. Vehicle loading zones are also permitted in bays. The shared space is also a flexible one; sometimes vehicle travel is blocked off with gates in order to accommodate events.

Pedestrian Mall on Granville Street

Granville Street in Halifax is an example of a pedestrian mall. The street is closed to vehicles and prioritizes the pedestrian experience through the use of paving stones, landscaping, benches and patio space. The pedestrian mall creates a quiet and inviting environment for HRM residents to shop and gather. Loading is allowed at specific times of day.



Shared Space in Halifax, NS



Pedestrian Mall in Halifax, NS

Edmonton, AB

Shared Space on 96 Street

96 Street in Edmonton, AB is a shared space treatment that prioritizes pedestrians while also accommodating and encouraging cycling. A widened pedestrian realm, landscaping and seating creates a comfortable and enjoyable space for pedestrians. The street uses paving stones and a mountable curb to blur the line between the pedestrian and vehicle space, promoting the prioritization of pedestrian travel. Vehicles can travel two-way along some sections and one-way along others, with parking allowed on some stretches in bays. The design also encourages cycling as the shared space design allows cyclists to mix more comfortably with what is likely to be a lower volume of vehicles travelling at a slower speed. Cyclist convenience and access is maintained as two-way cycling is allowed on the one-way stretch, as shown below. In order to allow two-way cycling, the road has a subtle contraflow bicycle lane delineated by paving stones and signage. Bicycle racks are also included along the road.



Shared Space in Edmonton, AB
(Photo: Maggie Boeske)

The pedestrian mall or shared space models are both options for this section of the town. The pedestrian mall option, shown in Figure 7, offers some advantages. Montague Street is a narrow road so restricting car usage and parking would provide substantial space for pedestrian travel and programming. If a shared space model is chosen, it is recommended that car use be restricted to certain times of the day (for example, when the shops are closed) to increase comfort during high pedestrian traffic times of the day. These time restrictions will also likely reduce traffic along the entire corridor, which will improve conditions for cyclists sharing the road with cars. For both a shared space or pedestrian mall application, a paving stone application is recommended in the long-term to visually delineate the roadway as a pedestrian-priority space.

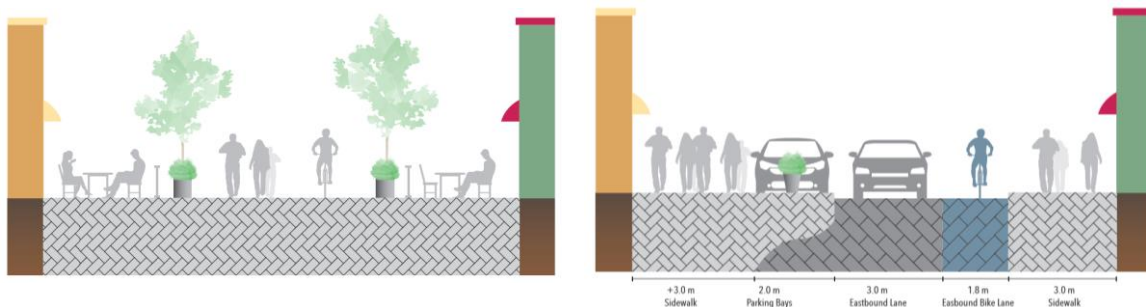


Figure 7: Example of a pedestrian mall (left) and shared space (right) for Montague Street between Duke Street to King Street

Short-Term Implementation: It is recommended that the pedestrian mall or shared space concepts be first implemented as a pilot project using street furniture and unique pavement markings. This would allow greater public discourse and tweaking to the design before permanent installation. Public consultation is a critical component of the pilot project.

Long-Term Implementation: The final design can be developed and constructed after the results of the pilot project.

Recommendation #3: Contraflow Bicycle Lane from Linden Ave/Lower St Intersection to Duke Street

From Duke Street to the Linden Ave/Lower St intersection, it is recommended that a contraflow bicycle lane be developed to allow cyclists to travel two-way along this stretch.

Short Term Implementation: In the short-term, it is recommended that a protected contraflow bicycle lane be built by removing parking on the north side. A 2 m contraflow bicycle lane with a 1.1 m vertical buffer, that could be made with planters or temporary concrete barrier, can be developed on the north side. The EB vehicle lane width is narrowed to 4 m. The purpose of providing the vertical buffer in the short-term is to prevent vehicles from parking in the bike lane.

Long Term Implementation: The long-term recommendation also includes widening the south sidewalk, which reduces the available width. Therefore, the long-term option removes the vertical buffer between the contraflow bicycle lane and cars in favour of using a painted yellow line.

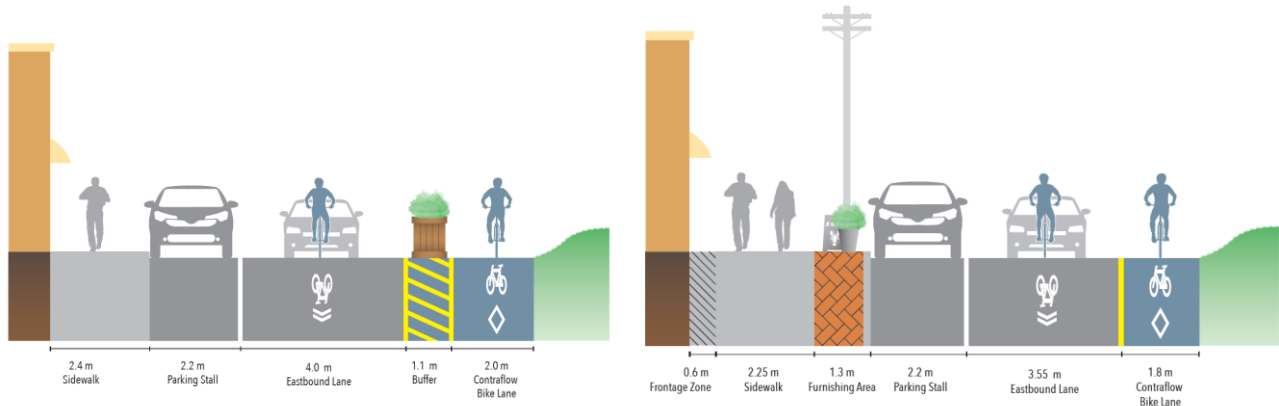


Figure 8: Short Term (Left) and Long Term (Right) Implementation of Contraflow Bicycle Lane

Additional Design Considerations

Accessibility

When developing the street reconstruction designs, it is recommended that accessible curb ramps and other universal design components be incorporated. These elements are critical to accommodating pedestrians of all abilities. Forthcoming standards for the built environment under the Nova Scotia *Accessibility Act* may affect plans for this route development.

Curb Extensions

Curb extensions are recommended along four locations, as shown in Appendix A, in order to organize parking and reduce crossing distance for pedestrians.

30 km/h speed limit

Generally, when cyclists share the road with cars, it is desirable to design the road for 30 km/h and post this speed limit. On Montague Street, the 85th percentile speeds at the measured locations were close to 30 km/h, indicating that the road characteristics already support a reduced speed limit. The town could work with TIR, as per Section 8.0 to post a 30 km/h speed limit along Montague Street.

However, another option, which is recommended, is that the town could look at changing the speed limit to 30 km/h in all of the Old Town and posting this speed at only entrances. The 2013 Active Transportation Plan recommended reducing the speed limit on most roads in the Old Town to 30 km/h. A blanket speed reduction with signs posted at entrances in the Old Town has the advantage of addressing issues on other roads within the Old Town, in addition to Montague Street, while minimizing sign clutter.

4.2 Front Harbour Trail

Context

The Front Harbour Trail is an unpaved pedestrian and cyclist trail that provides a scenic and direct connection between the Old and New Towns. The Front Harbour Trail follows the waterfront and along some sections, is along an eroding bank. The trail width varies from approximately 1.5-2.2 m and the surface varies from crusher dust in some sections to wider aggregates in others.



Figure 9: Front Harbour Trail in the Town of Lunenburg

Recommendations

1. Trail width: The TAC *Geometric Design Guide for Canadian Roads* considers 3 m to be the recommended lower limit for a multi-use path, which provides space for two cyclists to comfortably pass each other as well as space for one cyclist to pass two pedestrians walking side-by-side. TAC indicates that 2.4 m is the absolute lower limit, as it is the minimum space required for two cyclists to pass each other. At widths of 1.5-2.2 m, the Front Harbour Trail is substantially below the recommended lower limit and below the absolute lower limit. Given the existing bank erosion, it is unlikely that the path can be widened to the desirable width in the short term. However, it is recommended that the town selectively widen the path where space is available, ideally to 3 m. Even though it would only be for short sections, this would provide greater comfort as well as the occasional opportunity for passing.
2. Surface: A paved asphalt surface is recommended for the path. This will improve the surface for all wheeled users, such as cyclists and wheelchair users, as well as make winter maintenance easier.
3. Connection on the east side: Install a universally accessible curb ramp, with the same width as the widened trail (ideally 3.0 m).

4. Connection on the west side: Delineate the trail from the driveway access. Pave a 3 m pathway for trail users and separate it from the driveway by using a 1.3 m grass buffer. Two utility poles as well as the existing wayfinding sign will need to be moved into the grass buffer to accommodate the pathway. Moving the utility poles and wayfinding sign will also provide vertical separation between pathway users and cars entering and exiting the driveway. Additional vertical objects such as trees or bollards may also need to be added to the buffer in order to prevent cars from parking on the pathway.
5. Lighting: The addition of lighting is also recommended as it would improve the usability of the pathway at all hours.
6. Connection through Young Street: There is an existing desire line from the Front Harbour Trail to Young Street. It is recommended that this desire line be formalized by providing a 2.4 m to 3.0 m paved path. Currently, the access to Young Street has concrete barriers that provides enough space for cyclists and pedestrians to enter Young Street but not enough for cars to drive into this area. These concrete barriers should be replaced with flexible bollards, which should similarly restrict vehicle access while being more forgiving in the event of a cyclist colliding with it. While the Front Harbour Trail will still be the primary corridor and main crossing of Falkland Street for the cross-town connector, formalizing this connection will effectively accommodate an existing desire line.

4.3 Broad Street

Bicycle Facility Selection

Broad Street is a residential road that covers around 0.9 km, extending from Falkland Street to High Street. On the east side, the road is directly across from the Front Harbour Trail access. The average grades for each block range from 1-4%, with maximum slopes reaching around 6%. These slopes will likely impact cyclist speeds but should be rideable for many cyclists.

Traffic data was collected on Broad Street, between McKenzie Street and Archibald Street. The estimated AADT was 171 vehicles/day and the 85th percentile speed was 45 km/h. For a local street bikeway, which is shared bicycle-car operation, volumes should be below 1000 vehicles per day with speeds around 30 km/h. Based on this data, Broad Street carries a volume of traffic that is suitable for bicycles to share the road with cars. The operating speeds are higher than desirable but could be reduced through traffic calming. Due to these traffic conditions as well as Broad Street's residential function, it is recommended that Broad Street be developed into a local street bikeway.

Recommendations

Local street bikeways focus on designing the roadway to have traffic conditions suitable for bicycles and cars to share the road, while also prioritizing cyclist travel through wayfinding and intersection treatments. In order to convert Broad Street into a local street bikeway, several

changes are recommended. The first is the addition of “sharrow” pavement markings and wayfinding signage (as described in Section 7.0) to identify the road as a bike route and provide wayfinding. The connection between Broad Street and the Front Harbour Trail should also be enhanced, as described in Section 6.0.

While vehicle speeds on Broad Street are higher than desirable for shared bicycle-car operation, speed reduction measures are ultimately not recommended for the roadway. The traffic volumes on Broad Street are very low, which likely means that cyclists will not encounter many motorists while travelling on the road. Broad Street has a rural cross-section (i.e. no curb), which limits the types of feasible traffic calming. The speed reduction measure that was considered for Broad Street was speed humps because they can be applied on a rural cross-section road and are relatively low-cost. However, speed humps also have disadvantages including potential discomfort for cyclists and more complicated winter maintenance. Given the low traffic volumes, these disadvantages, and the overall cost-benefit, speed humps were ultimately not recommended for the roadway.

5.0 North-South Link

5.1 Route Selection

A north-south connection is needed for cyclists to travel between the cross-town connector to existing cycling routes. The first connection that should be made is to the Back Harbour Trail. The Back Harbour Trail is primarily used as a recreational pathway and connects to the regional trail network. For the Back Harbour Trail, it is recommended that Lorne Street be used as the connector as the trail currently directly leads there.

For residents of the town, a key area of destinations is on and around Victoria Road, where the town school, grocery store, and several businesses are located. Phase 1 of the project identified the need for a separated bikeway on Victoria Road in the long term. In the short-term, many cyclists use an informal route through the community centre parking lot to reach these destinations. For transportation purposes, connecting the cross-town connector to the community centre parking lot will greatly enhance the comfort of local cyclists conducting utilitarian trips.

There are two potential routing options from the Front Harbour Trail to the parking lot. The 2014 Active Transportation Plan suggested using Lorne Street along with a multi-use path near the tennis courts to make that connection. The town owns the property between the parking lot, which is home to a playground and a tennis court; however, there is limited space to develop a pathway. There are two potential locations where it could be developed, as shown in Figure 10. The first would be to develop it between the building and the tennis court, which would provide a fairly direct connection to the parking lot. The second option would be to route it between the back of the building and the playground zone, which could be a windy and less intuitive route.



Figure 10: Routing Options for the North-South Link

The alternate option to Lorne Street and the multi-use path would be to use Falkland Street, an arterial roadway that parallels Lorne Street but continues further south. Between the two options, Falkland Street is a more direct and intuitive option. It is also likely a safer option. Using Lorne Street to get to the community centre parking lot requires cyclists to cross two major roads (Falkland St and Victoria Road) for every trip. This not only creates delay but also increases the safety risk. As well, in the Lorne Street option, developing the multi-use path from Brook Street to the community centre parking lot could be a challenge. Both routing options would require moving or modifying the fence to allow for pathway development and could create conflicts between existing users of the tennis court or playground. For these reasons, Falkland Street is recommended as the connection to the parking lot.

5.2 Connection to the Back Harbour Trail: Lorne Street Concept

Context

Lorne Street is a residential road that covers two blocks, connecting Brook Street to Dufferin Street. On the north side, Lorne Street connects directly to the Back Harbour Trail, and on the south side, it connects to Victoria Road. Lorne Street is a hilly road, with the average grade for each block at 3.6-3.8%, and maximum slopes that go up to 7.6%. These grades are likely to be rideable for many cyclists though travel speed will be affected.

In order to make the connection between the Back Harbour Trail and Front Harbour Trail, one block of Lorne Street should be used. The traffic conditions of Lorne Street indicate that it would be comfortable for cyclists to share the road with cars, as the estimated AADT is 70 vehicles per day, and the 85th percentile speeds are 31 km/h. Due to these traffic conditions and residential nature, the road should be suitable for cyclists to share the road with cars, which would be a local street bikeway treatment.

Recommendations

In order to convert Lorne Street into a local street bikeway, several changes are recommended. The first is the addition of “sharrow” pavement markings and signage (as per Section 7.0) to identify the road as a bike route and provide wayfinding. The posted speed limit should be changed to 30 km/h by following the process described in Section 8.0. Finally, the crossing at Dufferin Street should be improved as described in Section 6.0.

5.3 Connection to Green Street: Falkland Street Concept

Falkland Street is an arterial road that acts as an important connection to destinations within town and outside of it. Like Lorne, Falkland Street is hilly, with average grades for each block varying from 1.2-4.4% and maximum slopes going up to 6.2%. The Average Annual Daily Weekday Traffic was estimated at 6,986 vehicles per day, and the Average Annual Daily Weekend Traffic was estimated at 5,422. Given these traffic volumes, a bikeway would need to be physically separated to be comfortable for users of all ages and abilities. The recommended option for Falkland Street would be developing unidirectional bicycle paths adjacent to the sidewalk on both sides of the road. The bicycle paths could be built from Young Street down to Green Street, which leads to the parking lot. For pedestrians, the recommendation is to widen the sidewalk to 1.8 m and to fill in the existing sidewalk gap on the east side. Figures 11 and 12 show the existing and proposed cross-section on Falkland Street. Developing bicycle paths would be a significant change for the town, and would likely involve removal of some parking and several trees. However, it would provide a direct, comfortable, and intuitive route for cyclists. New trees can be added to the buffer on the west side, which will improve the streetscape and provide a vertical buffer from moving traffic. Ideally, the spacing of trees and utility poles on the west side will also prevent drivers from parking in the buffer, which is a common occurrence in the current cross-section.

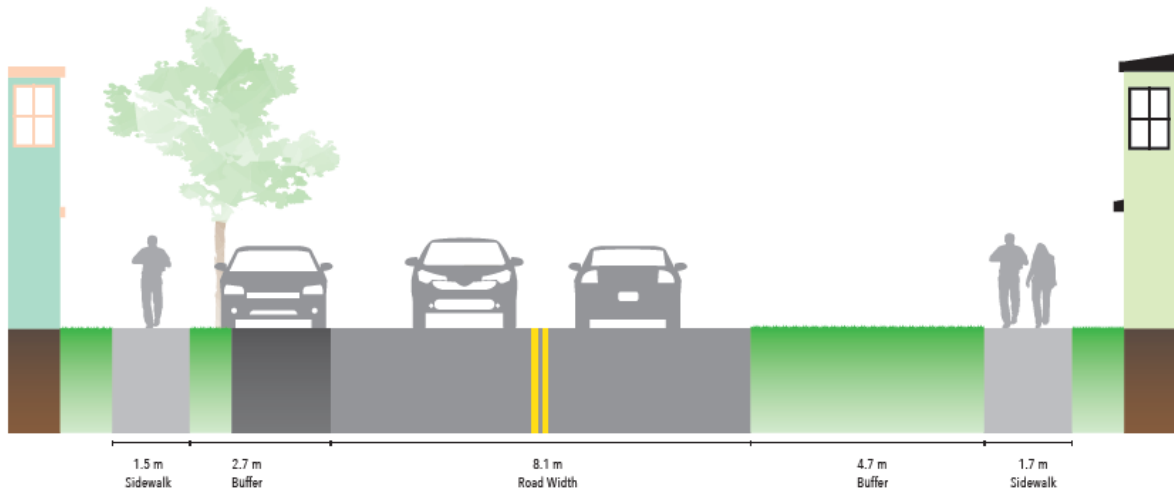


Figure 11: Existing typical cross-section on Falkland Street

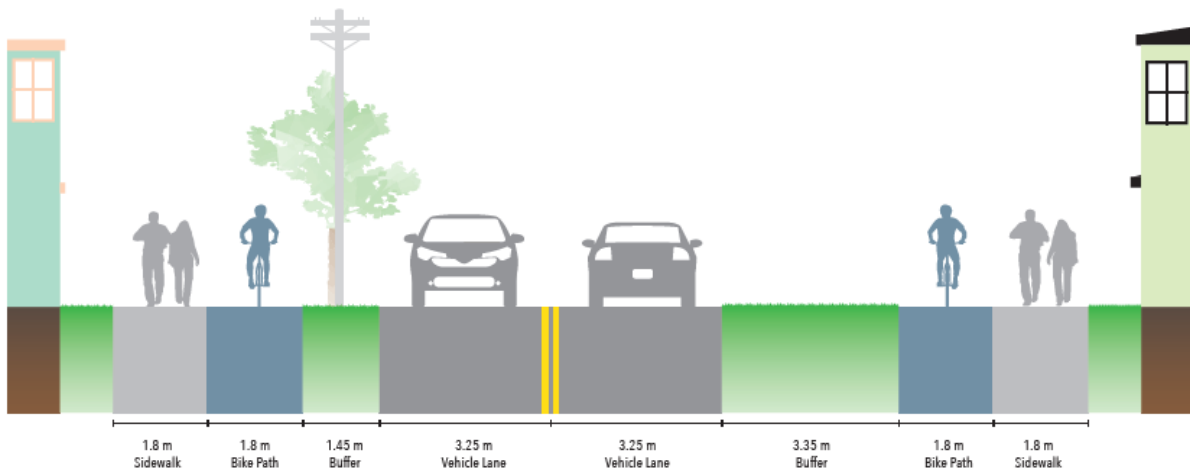


Figure 12: Proposed typical cross-section on Falkland Street

6.0 Major Road Crossings

The development of this route involves crossing three major roads in the town: Falkland Road (at the Front Harbour Trail and Green Street), Dufferin Street (at the Back Harbour Trail) and Bluenose Drive (at Montague Street). The following changes are recommended for each of the intersections:

Front Harbour Trail crossing at Bluenose Drive/Lower St intersection

This intersection is currently a 4-way stop. The following changes are recommended:

- "All-way" Tabs should be added to the existing stop signs to clearly indicate to drivers that they are at an all-way stop controlled intersection.
- A new "Stop" sign and "All-way" tab should be added for the contraflow bicycle lane.

Dufferin Street at the Back Harbour Trail

The average annual weekday daily traffic at Dufferin Street was counted at 2,708 vehicles per day. At these volumes, it is likely feasible for cyclists to cross by waiting for a gap. Therefore, the following two changes were recommended:

- Add a curb ramp at the Back Harbour Trail crossing, in order to allow cyclists to easily enter the trail from Lorne Street. It is recommended that the curb ramp be developed by wrapping the sidewalk to the back of the ramp, in order to allow the sidewalk to continue to be level, as shown in Figure 13.
- Add a yield sign for cyclists, indicating that they have to wait for a gap to crossing the road.

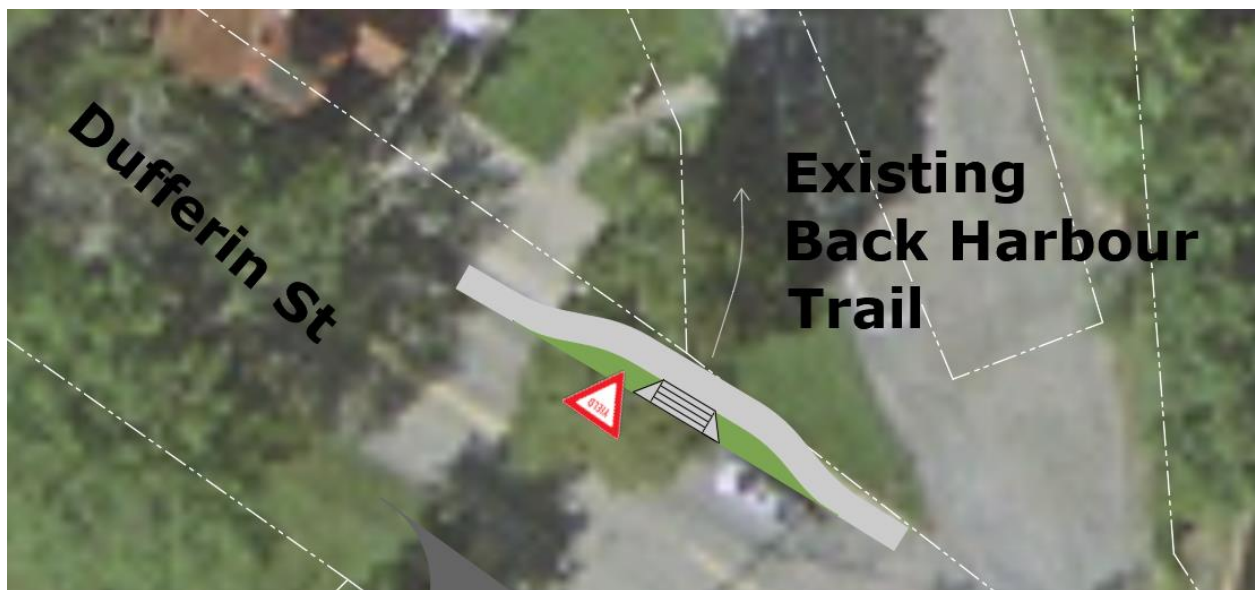


Figure 13: Proposed intersection treatment at Dufferin Street

Falkland Street at the Front Harbour Trail

The intersection of the Front Harbour Trail at Falkland Street is a critical crossing in the Cross-Town Connector Route. Falkland Street has an estimated average annual weekday daily traffic of 6,986 vehicles/day, which makes it one of the more difficult roads to cross within the town. At this location, it is recommended that an RRFB crosswalk be installed, with push-buttons located where cyclists and pedestrians can easily activate them.

Falkland Street at Green Street

The intersection of Falkland Street at Green Street is another critical crossing as it allows cyclists to travel to and from the community centre parking lot. Traffic data was not collected at this location during this stage but should be collected during the next stage of design.

7.0 Wayfinding Signage

Wayfinding signage should be added on Broad Street and Lorne Street to identify these local streets as bikeways. Additional wayfinding signs should be added to provide cyclists with directions from the Old Town to the Bay-to-Bay Trail, which is the designated Blue Route. The forthcoming *Nova Scotia Bicycle Wayfinding Guide*, which is being developed by Bicycle Nova Scotia in collaboration with provincial and municipal stakeholders, provides guidance for bicycle wayfinding signage.

8.0 Legislation

The recommendation to apply 30 km/h posted speed limits on Lorne Street and on most Old Town roads requires special consideration in order to comply with existing provincial legislation. In Nova Scotia, permission from the province is needed to post speed limits below 50 km/h. Nova Scotia Transportation and Infrastructure Renewal (NSTIR) has outlined the following process for applying for reduced speed limits:

- The Local Traffic Authority for the town must make the request in writing.
- The streets must be classified as “local” and the current speed limit on the streets must be 50 km/h.
- There must be plans to make physical changes to the street to reduce travel speeds (85th percentile) to be close to the requested speed limit or current travel speeds (85th percentile) must already be close to the requested speed limit.

Further discussion with TIR will be needed to determine the process for applying a blanket speed limit reduction on most Old Town roads. Additional speed data may need to be collected.

9.0 Next Steps

Short-Term

1. Conduct public consultation with town residents on the proposed changes.

2. Develop a pedestrian mall or shared space pilot project plan for implementation in summer 2020 or 2021. Business owners along Montague Street are among the stakeholders that should be consulted during this development.
3. Complete detailed design work for the short-term changes and tender for construction. This includes all elements of the proposed concepts except for sidewalk widening on Montague Street, which should be completed in conjunction with street reconstruction. Montague Street from Rum Row to Kempt Road is already scheduled for street reconstruction in the near future and should be considered as part of the short-term changes.
4. Make an application to TIR for posting a 30 km/h speed limit on Lorne Street. Work with TIR to determine the feasibility and process for posting a blanket 30 km/h speed limit (with some exceptions) in the Old Town.

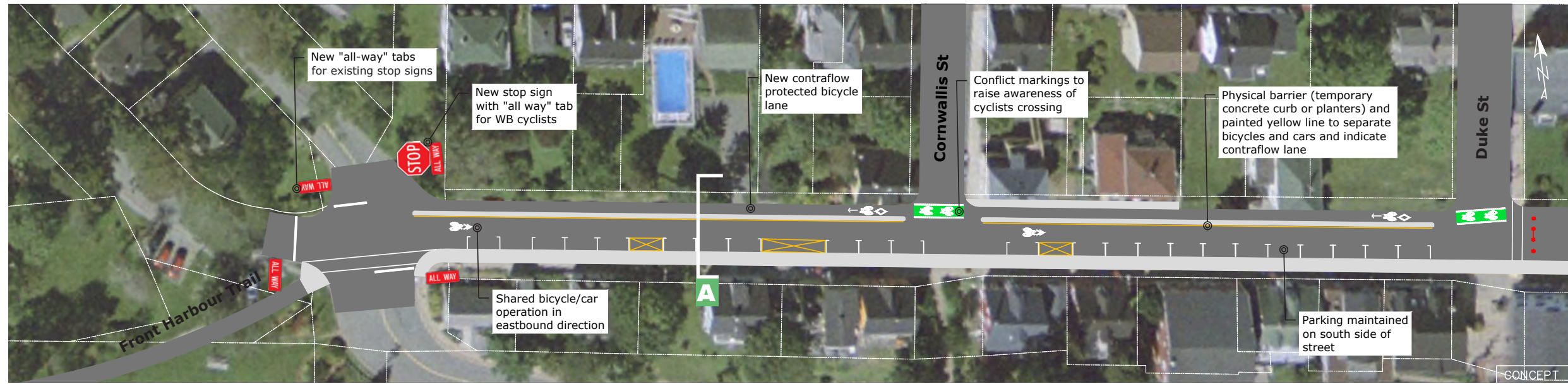
Long-Term

1. Complete detailed design work for the long-term changes and tender for construction. The long-term changes include sidewalk widening on Montague Street, which should be conducted in conjunction with street reconstruction plans, as well as the final design for the "shared space" or "pedestrian mall" concept on Montague Street between Duke Street to King Street.

APPENDIX A

Cross-Town Connector / North - South Link Concept: Short-Term

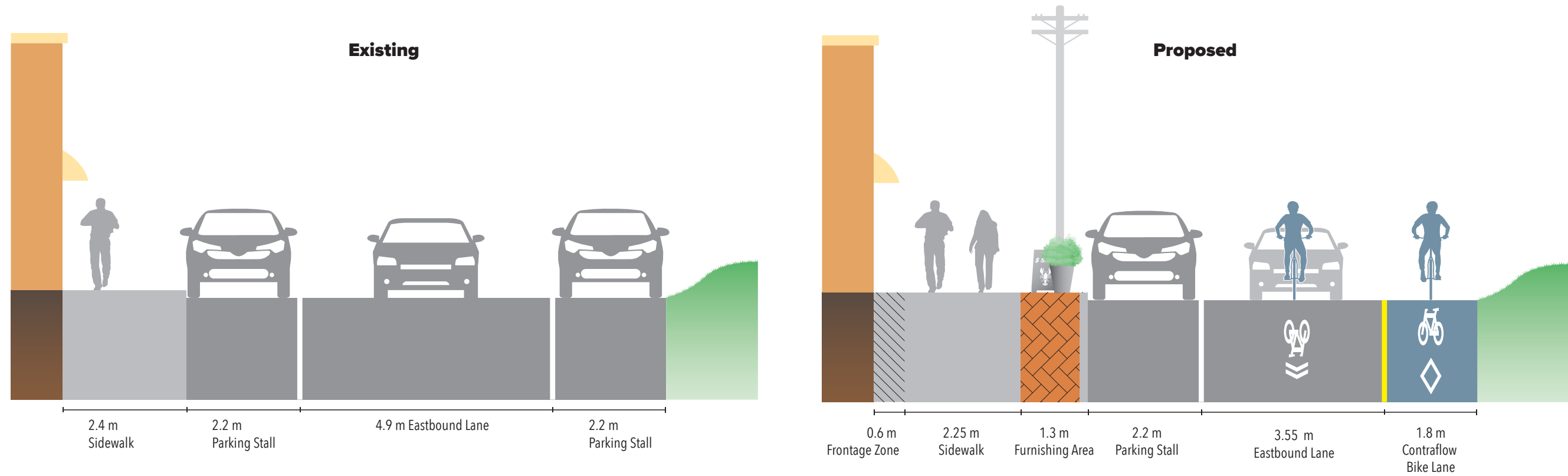
Montague St. Short-Term Page 1



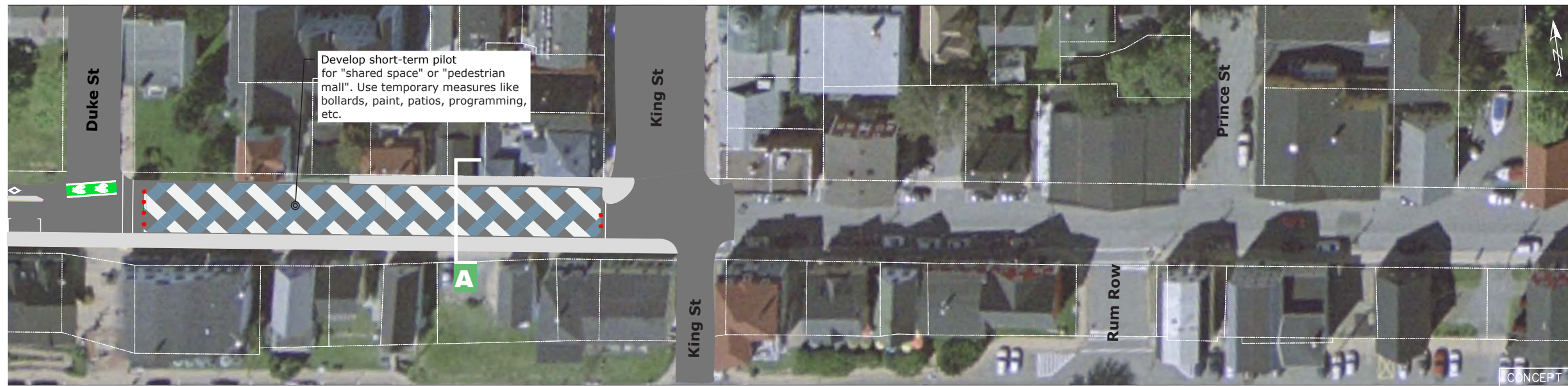
LEGEND

- Sharrow Marking
- Conflict Marking
- Asphalt
- Sidewalk
- Bollards
- Property Line

Section A | Looking West : Typical Cross Section



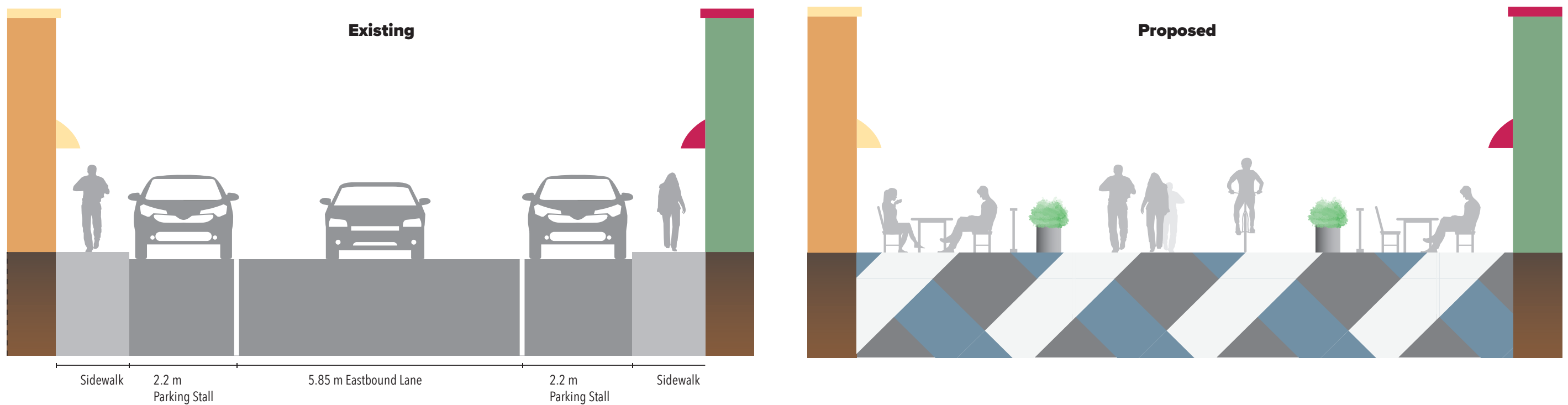
Montague St. Short-Term Page 2

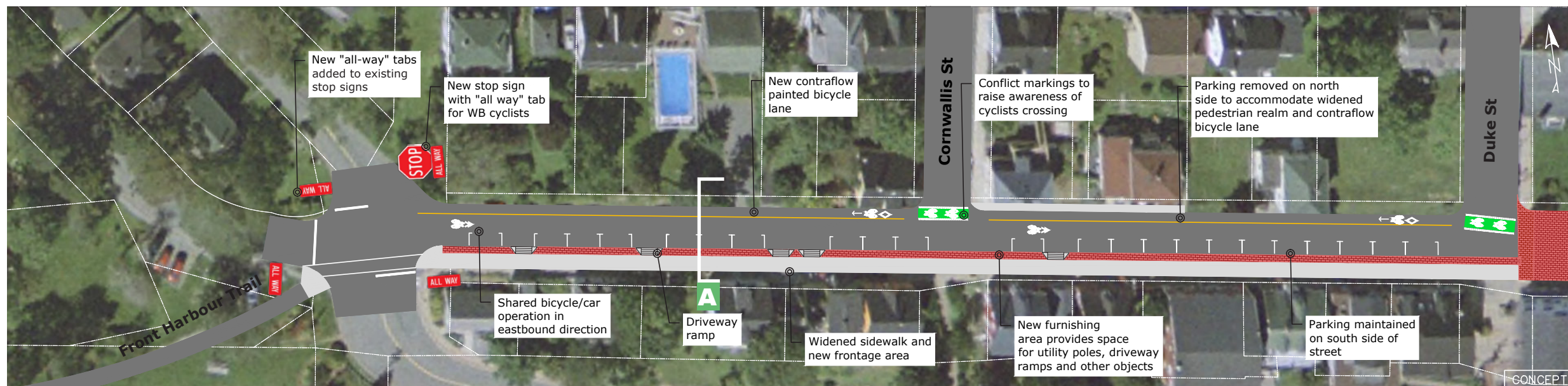


LEGEND

- Bollards
- Conflict Marking
- Asphalt
- Sidewalk/Concrete
- Property Line

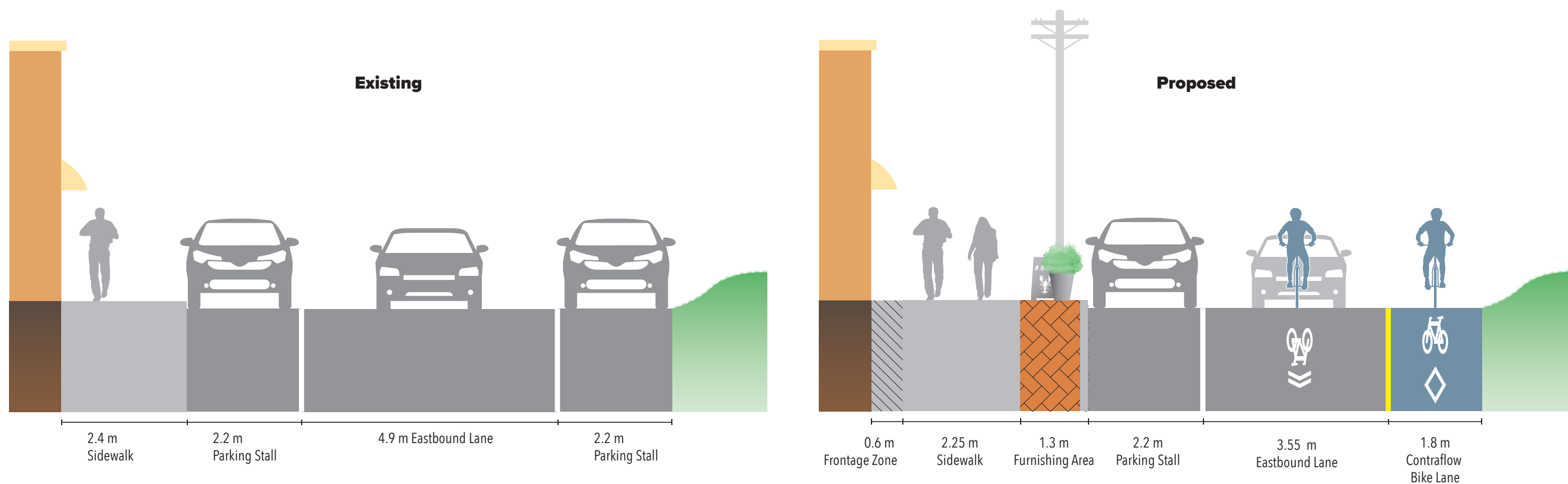
Section A | Looking West : Typical Cross Section



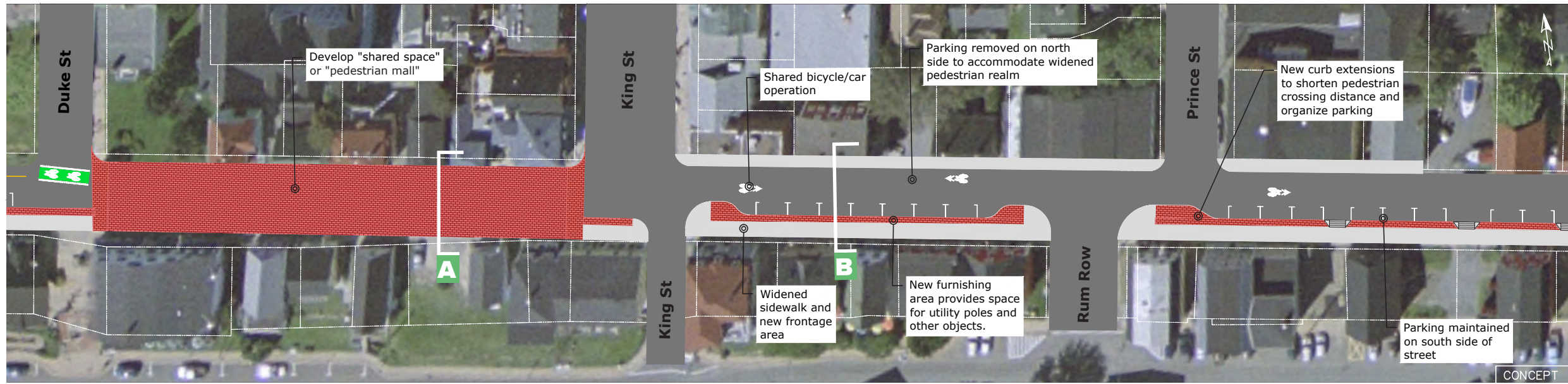


LEGEND

- Bike Lane Marking
- Sharrow Marking
- Conflict Marking
- Asphalt
- Sidewalk
- Paving Stones
- Property Line



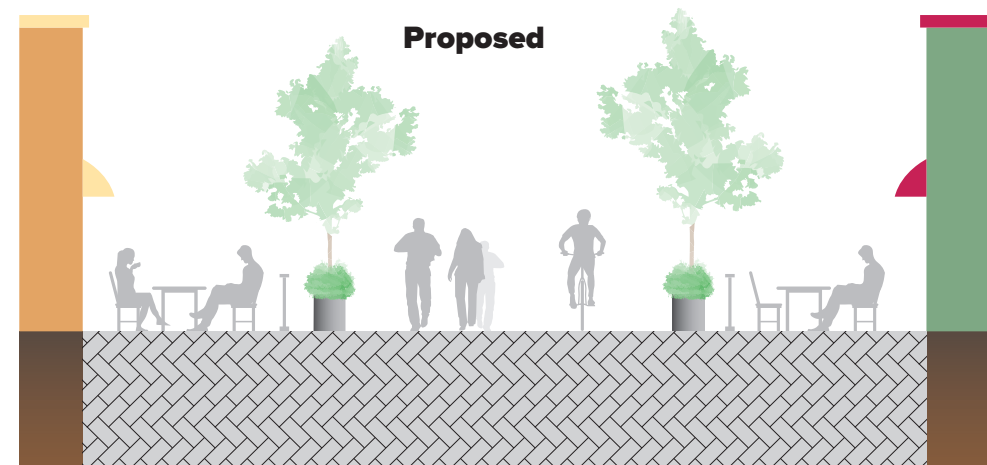
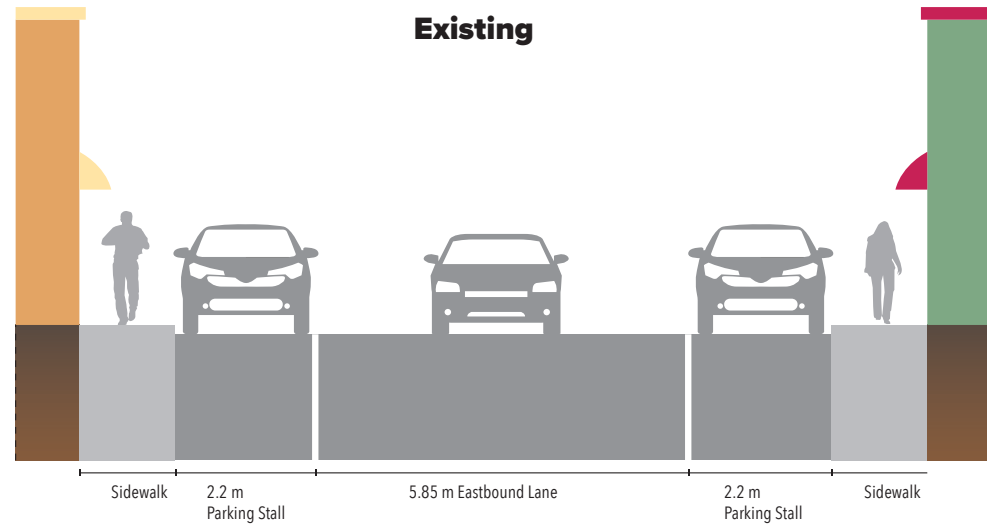
Montague St. Long-Term Page 2



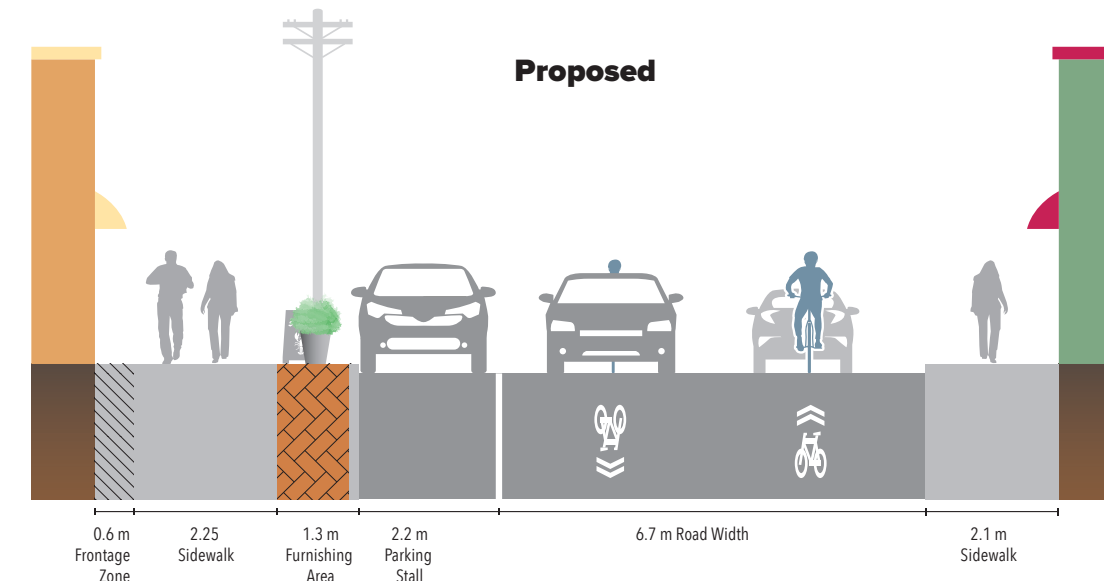
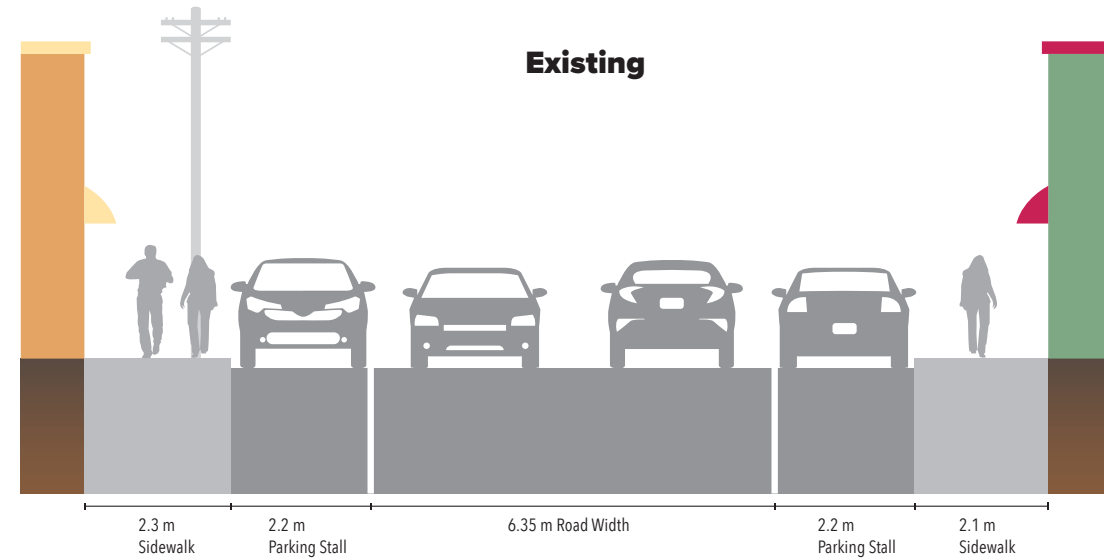
LEGEND

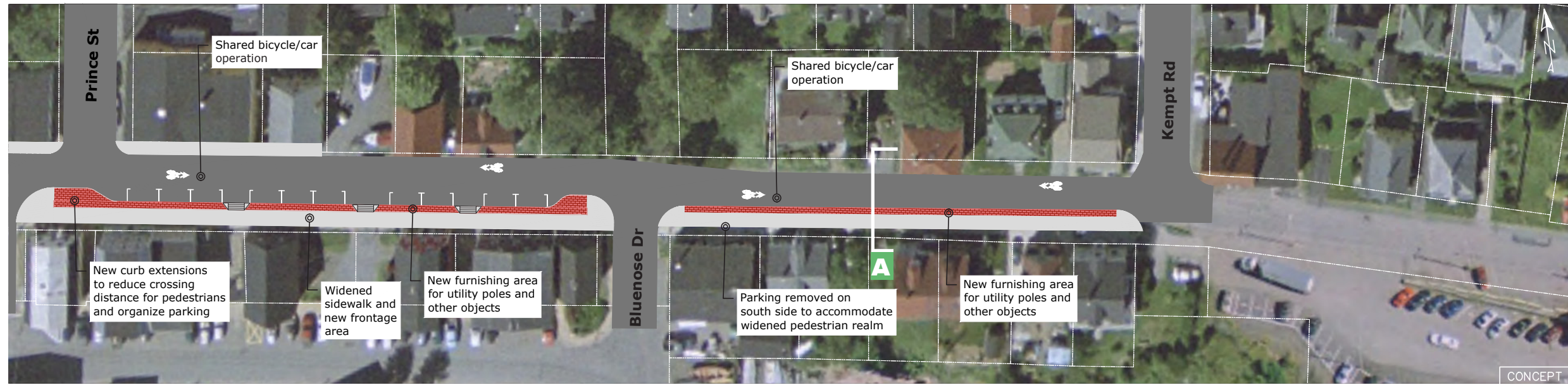
- Sharrow Marking
- Conflict Marking
- Asphalt
- Sidewalk
- Paving Stones
- Property Line

Section A | Looking West : Typical Cross Section



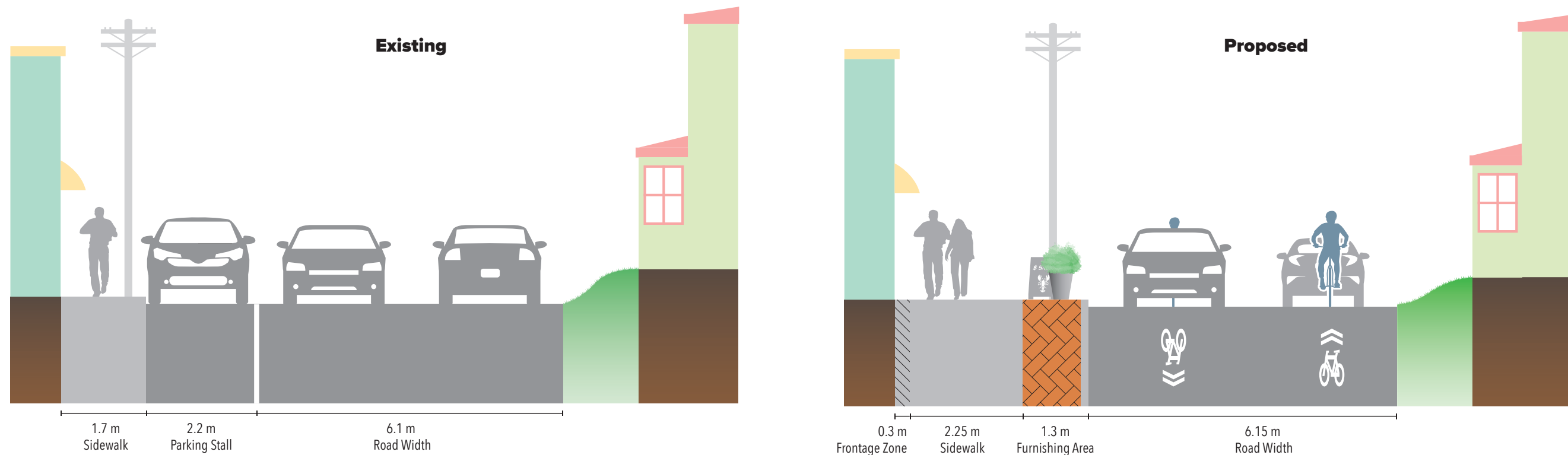
Section B | Looking West: Typical Cross-Section





LEGEND

- Sharrow Marking
- Asphalt
- Sidewalk/Concrete
- Paving Stones
- Property Line



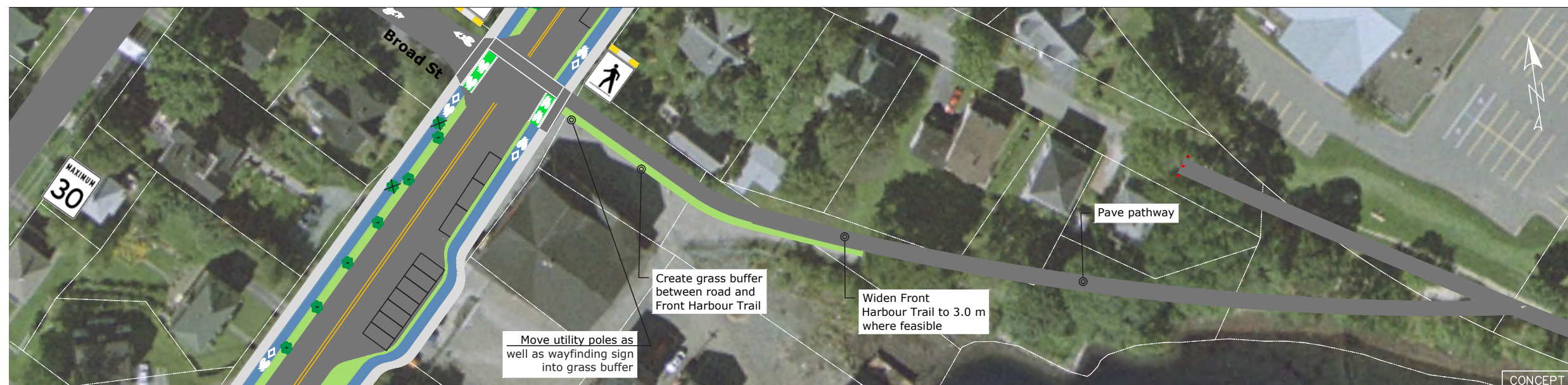
Front Harbour Trail, Part 1



LEGEND

- Sharrow Marking
- Asphalt
- Sidewalk/Concrete
- Paving Stones
- Property Line

Front Harbour Trail, Part 2

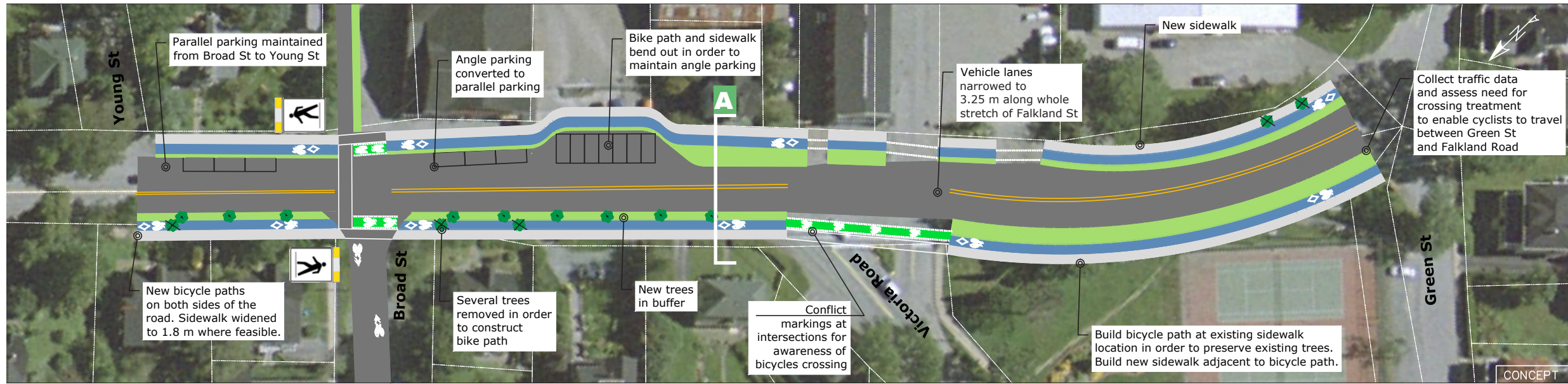


LEGEND

- Bike Lane
- Conflict Marking
- Asphalt
- Sidewalk./Concrete
- Grass Buffer
- Property Line

Cross-Town Connector / North - South Link Concept: Long-Term

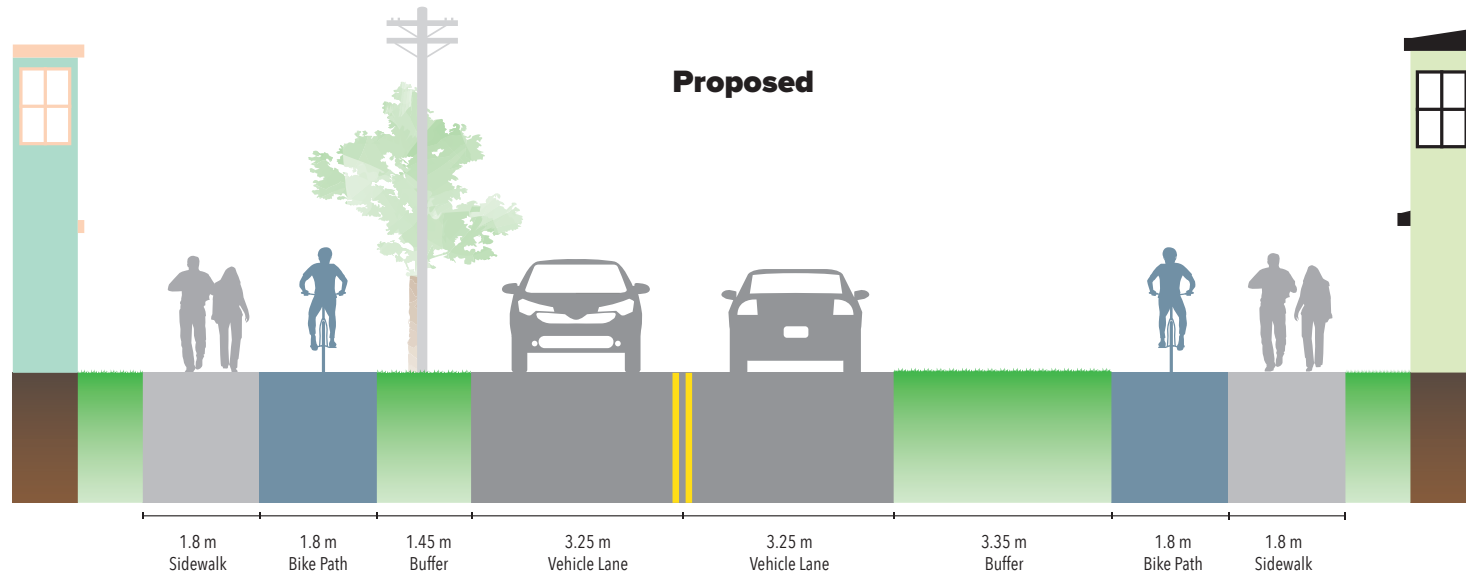
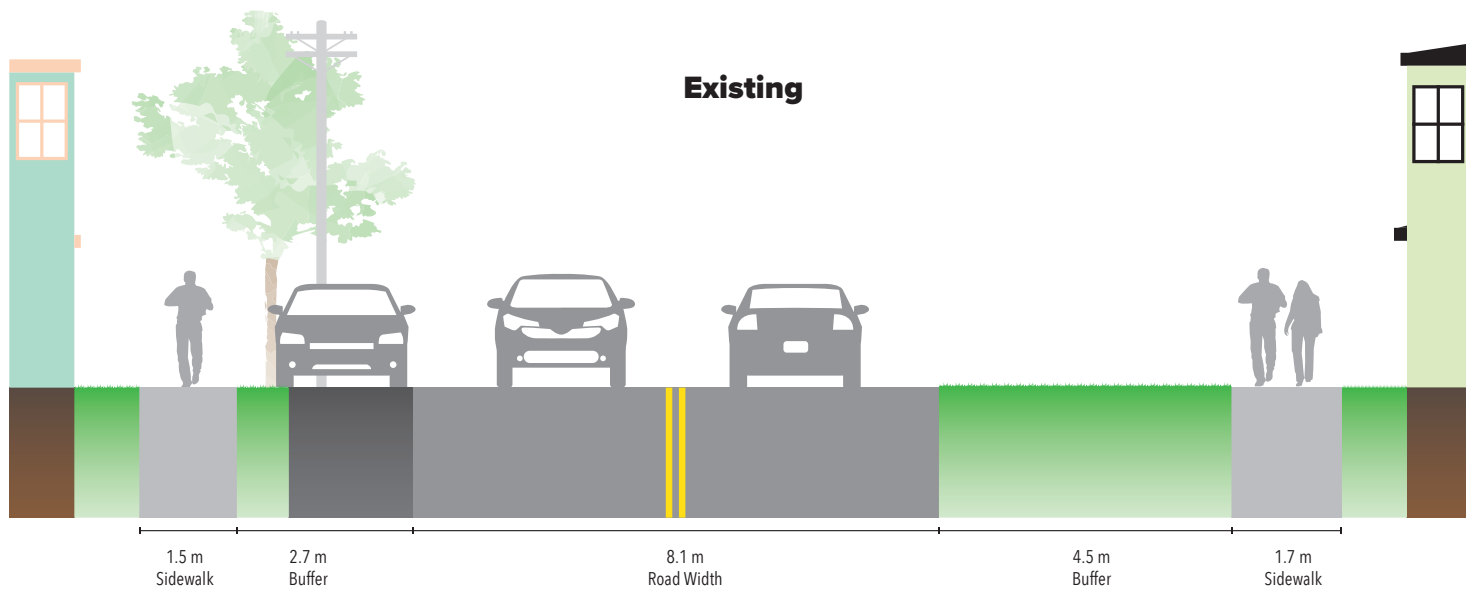
Falkland Street



LEGEND

- Bike Lane
- Conflict Marking
- Asphalt
- Sidewalk./Concrete
- Grass Buffer
- Property Line

Section A | Looking North: Typical Cross Section



APPENDIX B

October 28, 2019

Nabila Chatur, EIT
 5516 Spring Garden Road, Suite 301
 Halifax, NS
 B3J 1G6

[via email: nabila.chatur@bicycle.ns.ca]

RE: Traffic Data Collection Summary - Lunenburg, Nova Scotia

Dear Ms. Chatur:

As requested, we have collected traffic data at eight locations in Lunenburg, Nova Scotia (see Figure 1). This letter summarizes the methodology and resulting data.



Figure 1 - Count Locations

INTERSECTION TURNING MOVEMENT COUNTS

Intersection turning movement count (TMC) data were collected using Miovision Scout Units at the Linden/Montague Street at Lower Street/Bluenose Drive intersection (Location 1 in Figure 1). The turning movement counts were collected on Thursday, October 3, 2019, during the morning (7:30 AM to 9:30 AM), midday (11:00 AM to 1:00 PM), and evening (3:30 PM to 5:30 PM) peak periods. The AM and PM peak hour vehicular traffic volumes are summarized in Figure 2. Pedestrian and bicycle data were also collected at the intersection for the count period. The intersection count is tabulated into 15-minute intervals with peak hours indicated by shaded areas (See Table A-1, Appendix A).

Table 1 – Intersection Turning Movement Data Collection

| Intersection | Count Date | See Appendix A |
|--|-----------------|----------------|
| #1 Linden/Montague Street at Lower Street/Bluenose Drive | October 3, 2019 | Table A-1 |

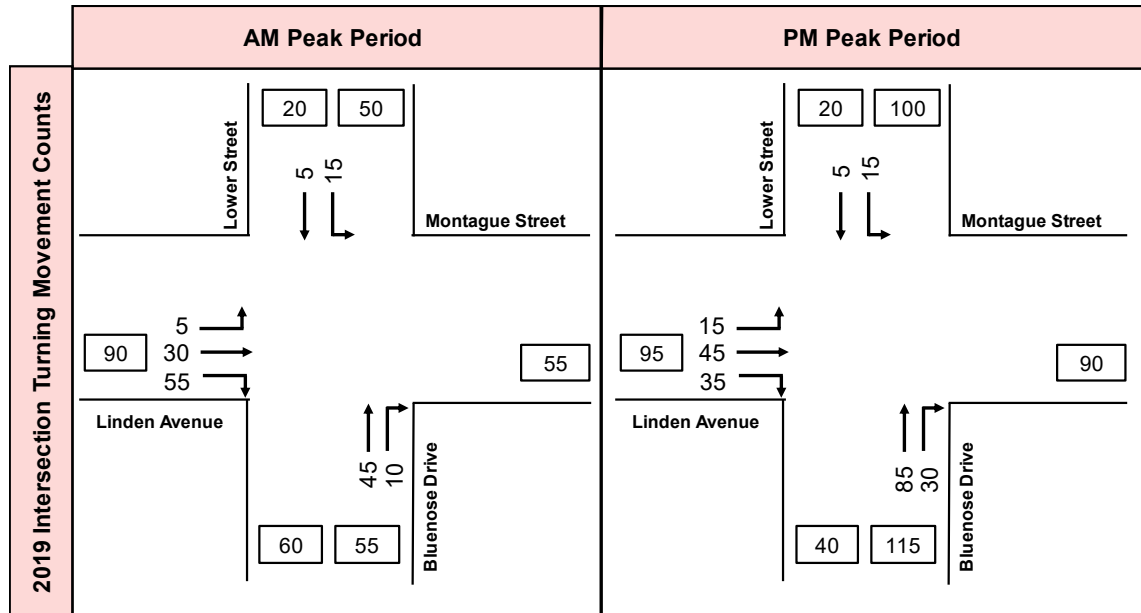


Figure 2 - AM and PM Peak Hour Volumes

AVERAGE DAILY TRAFFIC & PEDESTRIAN COUNTS

Traffic volume data were collected for three road segments using Miovision Scout Units:

- Dufferin Street – between Archibald Street and Lorne Street (Location 6 in Figure 1)
- Falkland Street – between Victoria Street and Lincoln Street (Location 7 in Figure 1)
- Montague Street – between Cornwallis Street and King Street (Location 8 in Figure 1)

Details of the road segment count dates and volume data are summarized in Table 2. Pedestrian and bicycle data were also collected on the road segments for the count period. The volume counts are tabulated into 15-minute intervals with peak hours indicated by shaded areas (See Appendix B).

Table 2 – Road Segment Traffic Data Collection

| Road Segment | Weekday Start Date | Weekday End Date | See Appendix B | Weekend Start Date | Weekend End Date | See Appendix B |
|--------------------|---------------------------|-------------------------|----------------|---------------------------|-------------------------|----------------|
| #6 Dufferin Street | Thursday, October 3, 2019 | Friday, October 4, 2019 | Table B-1 | Saturday, October 5, 2019 | Sunday, October 6, 2019 | Table B-2 |
| #7 Falkland Street | | | Table B-3 | | | Table B-4 |
| #8 Montague Street | | | Table B-5 | | | Table B-6 |

NSTIR completes traffic counts on various roads and highways throughout the year. To normalize the collected traffic counts completed for different types of roads and to account for seasonal variation in traffic volumes, NSTIR develops average traffic count group factors ranging from ‘AA’ (low variation) to ‘H’ (high variation). There is a factor determined for each week of the year for each road class and considers the type of traffic use carried on a road section. A road section that primarily carries commuter traffic in an urban area does not see as much variation in volumes as a rural road in a tourist area would experience. Dufferin Street and Falkland Street have been assumed to be Class ‘C’ (lower variation), whereas Montague Street has been assumed to be Class ‘E’ (higher variation). Applicable seasonal adjustment factors for the counted periods have been applied to estimate the Annual Average Daily Volume (AADT) for each of the roadways.

The volume data collected/estimated on Dufferin Street, Falkland Street and Montague Street are summarized in Table 3, Table 4 and Table 5, respectively.

Table 3 - Dufferin Street (#6) Volume Data

| Volume Item | Weekday | Weekend |
|--|---------|---------|
| Counted Vehicle Volume (vpd) | 2,993 | 2,694 |
| Estimated AADT (vpd) | 2,708 | 2,438 |
| Bicycle Volume (<i>two-way</i>) | 21 | 15 |
| Bicycle Volume (<i>crossing street</i>) | 3 | 0 |
| Pedestrian Volume (<i>crossing street</i>) | 20 | 12 |

Table 4 - Falkland Street (#7) Volume Data

| Volume Item | Weekday | Weekend |
|--|---------|---------|
| Counted Vehicle Volume (vpd) | 7,721 | 5,992 |
| Estimated AADT (vpd) | 6,986 | 5,422 |
| Bicycle Volume (<i>two-way</i>) | 33 | 25 |
| Bicycle Volume (<i>crossing street</i>) | 0 | 3 |
| Pedestrian Volume (<i>crossing street</i>) | 140 | 108 |

Table 5 - Montague Street (#8) Volume Data

| Volume Item | Weekday | Weekend |
|--|---------|---------|
| Counted Vehicle Volume (vpd) | 1,047 | 898 |
| Estimated AADT (vpd) | 945 | 810 |
| Bicycle Volume (<i>one-way</i>) | 9 | 7 |
| Bicycle Volume (<i>crossing street</i>) | 0 | 1 |
| Pedestrian Volume (<i>crossing street</i>) | 687 | 723 |

SPEED STUDIES & TRAFFIC VOLUME COUNTS

Speed and traffic volume data were collected for four road segments using Black Cat Radar units:

- Broad Street – between Mckenzie Street and Archibald Street (Location 2 in Figure 1)
- Lorne Street – between Dufferin Street and Broad Street (Location 3 in Figure 1)
- Montague Street – between Lower Street/Bluenose Drive and King Street (Location 4 in Figure 1)
- Montague Street – between King Street and Kempt Street (Location 5 in Figure 1)

The road segment count dates and the volume data are summarized in Table 6. The speed and volume data are tabulated into one-hour intervals with daily peak hours indicated by bold text (See Appendix C).

Table 6 – Road Segment Speed and Volume Data Collection

| Road Segment | Start Date | End Date | Speed and Volume Data (See Appendix C) |
|--------------------|----------------------------------|-------------------------------|---|
| #2 Broad Street | Wednesday, October 2, 2019 | Monday, October 7, 2019 | Table C-1 |
| #3 Lorne Street | | | Table C-2 |
| #4 Montague Street | | | Table C-3 |
| #5 Montague Street | | | Table C-4 |

The AADT volume for each of the four road segments were estimated using the collected data. Broad Street and Lorne Street were assumed to be Class ‘B’ (lower variation), whereas Montague Street was assumed to be Class ‘E’ (higher variation). The collected vehicular volumes and the AADT estimates are summarized in Table 7.

Table 7 – Average Daily Traffic Volume Counts and Estimated AADT

| Road Segment | Counted Vehicle Volume (vpd) | Estimated AADT (vpd) |
|--------------------|------------------------------|----------------------|
| #2 Broad Street | 187 | 171 |
| #3 Lorne Street | 77 | 70 |
| #4 Montague Street | 438 | 395 |
| #5 Montague Street | 845 | 762 |

At each of the four road segments, the average speed as well as the 15th, 50th, 85th and 95th percentile speed were determined. The calculated speed data is summarized in Table 8.

Table 8 – Average Speed Summary (km/h)

| Road Segment | 15 th Percentile Speed | 50 th Percentile Speed | Average Speed | 85 th Percentile Speed | 95 th Percentile Speed |
|--------------------|-----------------------------------|-----------------------------------|---------------|-----------------------------------|-----------------------------------|
| #2 Broad Street | 26 | 35 | 35 | 45 | 50 |
| #3 Lorne Street | 16 | 26 | 25 | 31 | 35 |
| #4 Montague Street | 18 | 23 | 23 | 29 | 32 |
| #5 Montague Street | 18 | 26 | 27 | 35 | 43 |

If you have any questions or comments, please contact me by email at courtney.mccarthy@wsp.com or by telephone at 902-536-0982.

Sincerely,



Courtney McCarthy, P.Eng.
 Transportation Engineer
 WSP Canada Inc.




APPENDIX A
INTERSECTION TURNING MOVEMENT
COUNT DATA

| <p>Table A-1 Linden Avenue/Montague Street @ Lower Street/Bluenose Drive</p> <p><i>Lunenburg, NS</i> Thursday, October 3, 2019</p> | | | | | | | | | | | | | |
|--|------------------------------------|-----------|-----------|------------------------------------|----------|----------|----------------------------------|----------|----------|----------------------------------|-----------|-----------|--------------------|
| | | | | | | | | | | | | | |
| AM Peak Period Volume Data | | | | | | | | | | | | | |
| Time | Bluenose Drive Northbound Approach | | | Montague Street Westbound Approach | | | Lower Street Southbound Approach | | | Linden Avenue Eastbound Approach | | | Total Vehicles |
| | A | B | C | D | E | F | G | H | I | J | K | L | |
| 07:30 07:45 | | 6 | 2 | | | | 2 | 0 | | 2 | 9 | 8 | 29 |
| 07:45 08:00 | | 2 | 3 | | | | 3 | 0 | | 3 | 16 | 22 | 49 |
| 08:00 08:15 | | 8 | 0 | | | | 6 | 1 | | 0 | 7 | 14 | 36 |
| 08:15 08:30 | | 10 | 1 | | | | 2 | 0 | | 3 | 0 | 13 | 29 |
| 08:30 08:45 | | 7 | 2 | | | | 6 | 2 | | 2 | 6 | 11 | 36 |
| 08:45 09:00 | | 7 | 0 | | | | 3 | 2 | | 0 | 9 | 17 | 38 |
| 09:00 09:15 | | 17 | 7 | | | | 2 | 1 | | 2 | 9 | 16 | 54 |
| 09:15 09:30 | | 12 | 2 | | | | 3 | 0 | | 1 | 7 | 10 | 35 |
| AM Peak Hour | 0 | 43 | 11 | 0 | 0 | 0 | 14 | 5 | 0 | 5 | 31 | 54 | 163 |
| 07:30 08:30 | 0 | 26 | 6 | 0 | 0 | 0 | 13 | 1 | 0 | 8 | 32 | 57 | 143 |
| 08:30 09:30 | 0 | 43 | 11 | 0 | 0 | 0 | 14 | 5 | 0 | 5 | 31 | 54 | 163 |
| | Ped 1 | | | Ped 2 | | | Ped 3 | | | Ped 4 | | | Total Peds |
| 07:30 08:30 | 17 | | | 1 | | | 0 | | | 0 | | | 18 |
| 08:30 09:30 | 16 | | | 0 | | | 0 | | | 0 | | | 16 |
| | Bike NB | | | Bike WB | | | Bike SB | | | Bike EB | | | Total Bikes |
| 07:30 08:30 | 1 | | | 1 | | | 0 | | | 2 | | | 4 |
| 08:30 09:30 | 0 | | | 0 | | | 0 | | | 6 | | | 6 |
| Midday Peak Period Volume Data | | | | | | | | | | | | | |
| Time | Bluenose Drive Northbound Approach | | | Montague Street Westbound Approach | | | Lower Street Southbound Approach | | | Linden Avenue Eastbound Approach | | | Total Vehicles |
| | A | B | C | D | E | F | G | H | I | J | K | L | |
| 11:00 11:15 | | 13 | 3 | | | | 5 | 1 | | 0 | 14 | 14 | 50 |
| 11:15 11:30 | | 17 | 5 | | | | 1 | 2 | | 1 | 14 | 16 | 56 |
| 11:30 11:45 | | 20 | 5 | | | | 4 | 2 | | 0 | 11 | 18 | 60 |
| 11:45 12:00 | | 19 | 4 | | | | 4 | 1 | | 0 | 7 | 9 | 44 |
| 12:00 12:15 | | 21 | 5 | | | | 3 | 0 | | 0 | 9 | 11 | 49 |
| 12:15 12:30 | | 12 | 3 | | | | 7 | 2 | | 1 | 8 | 12 | 45 |
| 12:30 12:45 | | 15 | 5 | | | | 5 | 0 | | 1 | 13 | 12 | 51 |
| 12:45 13:00 | | 20 | 5 | | | | 2 | 4 | | 1 | 13 | 17 | 62 |
| Midday Peak Hour | 0 | 69 | 17 | 0 | 0 | 0 | 14 | 6 | 0 | 1 | 46 | 57 | 210 |
| 11:00 12:00 | 0 | 69 | 17 | 0 | 0 | 0 | 14 | 6 | 0 | 1 | 46 | 57 | 210 |
| 12:00 13:00 | 0 | 68 | 18 | 0 | 0 | 0 | 17 | 6 | 0 | 3 | 43 | 52 | 207 |
| | Ped 1 | | | Ped 2 | | | Ped 3 | | | Ped 4 | | | Total Peds |
| 11:00 12:00 | 36 | | | 1 | | | 0 | | | 2 | | | 39 |
| 12:00 13:00 | 39 | | | 11 | | | 0 | | | 0 | | | 50 |
| | Bike NB | | | Bike WB | | | Bike SB | | | Bike EB | | | Total Bikes |
| 11:00 12:00 | 0 | | | 0 | | | 0 | | | 2 | | | 2 |
| 12:00 13:00 | 0 | | | 0 | | | 0 | | | 0 | | | 0 |
| PM Peak Period Volume Data | | | | | | | | | | | | | |
| Time | Bluenose Drive Northbound Approach | | | Montague Street Westbound Approach | | | Lower Street Southbound Approach | | | Linden Avenue Eastbound Approach | | | Total Vehicles |
| | A | B | C | D | E | F | G | H | I | J | K | L | |
| 15:30 15:45 | | 16 | 3 | | | | 3 | 0 | | 0 | 14 | 7 | 43 |
| 15:45 16:00 | | 25 | 6 | | | | 1 | 0 | | 3 | 16 | 11 | 62 |
| 16:00 16:15 | | 17 | 6 | | | | 7 | 1 | | 5 | 10 | 10 | 56 |
| 16:15 16:30 | | 20 | 11 | | | | 2 | 2 | | 4 | 8 | 9 | 56 |
| 16:30 16:45 | | 25 | 7 | | | | 5 | 0 | | 3 | 11 | 3 | 54 |
| 16:45 17:00 | | 18 | 5 | | | | 1 | 0 | | 5 | 13 | 6 | 48 |
| 17:00 17:15 | | 25 | 5 | | | | 2 | 3 | | 4 | 13 | 4 | 56 |
| 17:15 17:30 | | 20 | 5 | | | | 3 | 1 | | 1 | 10 | 10 | 50 |
| PM Peak Hour | 0 | 87 | 30 | 0 | 0 | 0 | 15 | 3 | 0 | 15 | 45 | 33 | 228 |
| 15:30 16:30 | 0 | 78 | 26 | 0 | 0 | 0 | 13 | 3 | 0 | 12 | 48 | 37 | 217 |
| 16:30 17:30 | 0 | 88 | 22 | 0 | 0 | 0 | 11 | 4 | 0 | 13 | 47 | 23 | 208 |
| | Ped 1 | | | Ped 2 | | | Ped 3 | | | Ped 4 | | | Total Peds |
| 15:30 16:30 | 29 | | | 2 | | | 0 | | | 0 | | | 31 |
| 16:30 17:30 | 47 | | | 3 | | | 0 | | | 0 | | | 50 |
| | Bike NB | | | Bike WB | | | Bike SB | | | Bike EB | | | Total Bikes |
| 15:30 16:30 | 0 | | | 0 | | | 0 | | | 2 | | | 2 |
| 16:30 17:30 | 2 | | | 1 | | | 2 | | | 2 | | | 7 |

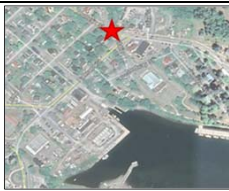
* Count completed by WSP



APPENDIX B
AVERAGE DAILY TRAFFIC VOLUME
DATA

| Table B-1 | | | | Dufferin Street Between Archibald Street and Lorne Street | | | | | Lunenburg, NS | |
|-------------------------|------------|-------------------|-------------------|--|-------------------|-------------------|--------------------------|---------------------------------|--------------------------------|--|
| | | | | Starting Thursday, October 3, 2019 | | | | | Ending Friday, October 4, 2019 | |
| | | | |  | | | | | | |
| Volume Data | | | | | | | | | | |
| Time | Vehicles | | | Bicycles | | | Crossing Dufferin Street | | | |
| | North-West | South-East | Total | North-West | South-East | Total | Bicycles | Pedestrians | | |
| 07:00 | 07:15 | 7 | 12 | 19 | | | 0 | | | |
| 07:15 | 07:30 | 8 | 20 | 28 | | | 0 | | | |
| 07:30 | 07:45 | 16 | 19 | 35 | | | 0 | | | |
| 07:45 | 08:00 | 11 | 39 | 50 | 1 | 1 | 0 | | | |
| 08:00 | 08:15 | 20 | 36 | 56 | | | 0 | | | |
| 08:15 | 08:30 | 30 | 30 | 60 | | | 0 | 1 | | |
| 08:30 | 08:45 | 17 | 29 | 46 | | | 0 | 2 | | |
| 08:45 | 09:00 | 21 | 35 | 56 | | | 0 | | | |
| 09:00 | 09:15 | 23 | 26 | 49 | | | 0 | 1 | | |
| 09:15 | 09:30 | 18 | 17 | 35 | | | 0 | | | |
| 09:30 | 09:45 | 23 | 13 | 36 | | | 0 | | | |
| 09:45 | 10:00 | 28 | 25 | 53 | | | 0 | | | |
| 10:00 | 10:15 | 30 | 23 | 53 | | | 0 | 2 | | |
| 10:15 | 10:30 | 26 | 21 | 47 | | | 2 | 1 | | |
| 10:30 | 10:45 | 35 | 26 | 61 | 5 | 2 | 5 | | | |
| 10:45 | 11:00 | 26 | 25 | 51 | 1 | 1 | 1 | | | |
| 11:00 | 11:15 | 27 | 23 | 50 | 2 | 2 | 2 | 1 | | |
| 11:15 | 11:30 | 41 | 24 | 65 | | | 2 | | | |
| 11:30 | 11:45 | 28 | 29 | 57 | | | 0 | | | |
| 11:45 | 12:00 | 21 | 20 | 41 | | | 0 | | | |
| 12:00 | 12:15 | 37 | 25 | 62 | | | 1 | 2 | | |
| 12:15 | 12:30 | 16 | 19 | 35 | | | 0 | | | |
| 12:30 | 12:45 | 32 | 31 | 63 | | | 0 | 1 | | |
| 12:45 | 13:00 | 27 | 23 | 50 | | | 0 | 1 | | |
| 13:00 | 13:15 | 40 | 27 | 67 | | | 3 | | | |
| 13:15 | 13:30 | 32 | 26 | 58 | | | 0 | 1 | | |
| 13:30 | 13:45 | 28 | 17 | 45 | | | 0 | | | |
| 13:45 | 14:00 | 25 | 17 | 42 | | | 3 | | | |
| 14:00 | 14:15 | 41 | 26 | 67 | | | 0 | 1 | | |
| 14:15 | 14:30 | 39 | 26 | 65 | | | 0 | | | |
| 14:30 | 14:45 | 42 | 35 | 77 | 1 | 1 | 1 | | | |
| 14:45 | 15:00 | 38 | 16 | 54 | | | 0 | | | |
| 15:00 | 15:15 | 31 | 25 | 56 | | | 0 | | | |
| 15:15 | 15:30 | 41 | 30 | 71 | | | 0 | | | |
| 15:30 | 15:45 | 42 | 27 | 69 | | | 0 | | | |
| 15:45 | 16:00 | 38 | 32 | 70 | | | 0 | 2 | | |
| 16:00 | 16:15 | 38 | 35 | 73 | | | 0 | | | |
| 16:15 | 16:30 | 53 | 30 | 83 | | | 0 | | | |
| 16:30 | 16:45 | 49 | 34 | 83 | | | 0 | | | |
| 16:45 | 17:00 | 39 | 34 | 73 | | | 0 | | | |
| 17:00 | 17:15 | 50 | 22 | 72 | 1 | 1 | 0 | | | |
| 17:15 | 17:30 | 46 | 27 | 73 | | | 0 | | | |
| 17:30 | 17:45 | 39 | 26 | 65 | | | 0 | | | |
| 17:45 | 18:00 | 25 | 20 | 45 | | | 0 | 4 | | |
| 18:00 | 18:15 | 14 | 18 | 32 | | | 0 | | | |
| 18:15 | 18:30 | 20 | 18 | 38 | | | 0 | | | |
| 18:30 | 18:45 | 19 | 30 | 49 | | | 0 | | | |
| 18:45 | 19:00 | 21 | 28 | 49 | | | 0 | | | |
| 19:00 | 19:15 | 19 | 18 | 37 | | | 0 | | | |
| 19:15 | 19:30 | 14 | 20 | 34 | | | 0 | | | |
| 19:30 | 19:45 | 13 | 12 | 25 | | | 0 | | | |
| 19:45 | 20:00 | 7 | 15 | 22 | | | 0 | | | |
| 20:00 | 20:15 | 18 | 9 | 27 | | | 0 | | | |
| 20:15 | 20:30 | 10 | 8 | 18 | | | 0 | | | |
| 20:30 | 20:45 | 13 | 7 | 20 | | | 0 | | | |
| 20:45 | 21:00 | 13 | 5 | 18 | | | 0 | | | |
| 21:00 | 21:15 | 7 | 1 | 8 | | | 0 | | | |
| 21:15 | 21:30 | 9 | 4 | 13 | | | 0 | | | |
| 21:30 | 21:45 | 6 | 4 | 10 | | | 0 | | | |
| 21:45 | 22:00 | 22 | 3 | 25 | | | 0 | | | |
| 22:00 | 22:15 | 17 | 1 | 18 | | | 0 | | | |
| 22:15 | 22:30 | 5 | 1 | 6 | | | 0 | | | |
| 22:30 | 22:45 | 3 | 3 | 6 | | | 0 | | | |
| 22:45 | 23:00 | 6 | 1 | 7 | | | 0 | | | |
| 23:00 | 23:15 | 2 | 1 | 3 | | | 0 | | | |
| 23:15 | 23:30 | 2 | 3 | 5 | | | 0 | | | |
| 23:30 | 23:45 | 3 | 0 | 3 | | | 0 | | | |
| 23:45 | 00:00 | 2 | 0 | 2 | | | 0 | | | |
| 00:00 | 00:15 | 2 | 0 | 2 | | | 0 | | | |
| 00:15 | 00:30 | 1 | 1 | 2 | | | 0 | | | |
| 00:30 | 00:45 | 0 | 0 | 0 | | | 0 | | | |
| 00:45 | 01:00 | 0 | 0 | 0 | | | 0 | | | |
| 01:00 | 01:15 | 0 | 0 | 0 | | | 0 | | | |
| 01:15 | 01:30 | 2 | 0 | 2 | | | 0 | | | |
| 01:30 | 01:45 | 1 | 0 | 1 | | | 0 | | | |
| 01:45 | 02:00 | 0 | 0 | 0 | | | 0 | | | |
| 02:00 | 02:15 | 1 | 1 | 2 | | | 0 | | | |
| 02:15 | 02:30 | 1 | 0 | 1 | | | 0 | | | |
| 02:30 | 02:45 | 1 | 0 | 1 | | | 0 | | | |
| 02:45 | 03:00 | 0 | 0 | 0 | | | 0 | | | |
| 03:00 | 03:15 | 0 | 0 | 0 | | | 0 | | | |
| 03:15 | 03:30 | 0 | 0 | 0 | | | 0 | | | |
| 03:30 | 03:45 | 0 | 0 | 0 | | | 0 | | | |
| 03:45 | 04:00 | 1 | 0 | 1 | | | 0 | | | |
| 04:00 | 04:15 | 1 | 0 | 1 | | | 0 | | | |
| 04:15 | 04:30 | 0 | 1 | 1 | | | 0 | | | |
| 04:30 | 04:45 | 1 | 1 | 2 | | | 0 | | | |
| 04:45 | 05:00 | 1 | 2 | 3 | | | 0 | | | |
| 05:00 | 05:15 | 0 | 2 | 2 | | | 0 | | | |
| 05:15 | 05:30 | 0 | 2 | 2 | | | 0 | | | |
| 05:30 | 05:45 | 0 | 2 | 2 | | | 0 | | | |
| 05:45 | 06:00 | 1 | 2 | 3 | | | 0 | | | |
| 06:00 | 06:15 | 2 | 1 | 3 | | | 0 | | | |
| 06:15 | 06:30 | 2 | 5 | 7 | | | 0 | | | |
| 06:30 | 06:45 | 3 | 3 | 6 | | | 0 | | | |
| 06:45 | 07:00 | 3 | 5 | 8 | | | 0 | | | |
| 24-Hour Summary | | 1633 | 1360 | 2993 | 8 | 13 | 21 | 3 | 20 | |
| | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | | |
| | | Northbound | Southbound | Total | Northbound | Southbound | Total | Bicycles | Pedestrians | |
| AM Peak Hour | | 88 | 130 | 218 | 0 | 0 | 0 | 0 | 3 | |
| Midday Peak Hour | | 127 | 98 | 225 | 0 | 2 | 2 | 2 | 2 | |
| PM Peak Hour | | 179 | 133 | 312 | 0 | 0 | 0 | 0 | 0 | |

* Count completed by WSP

| Table B-2 | | | | Dufferin Street Between Archibald Street and Lorne Street | | | | Lunenburg, NS | | | |
|------------------------------------|-------|-------------------|-------------------|---|-------------------|-------------------|--------------|--|--------------------|--|--|
| Starting Saturday, October 5, 2019 | | | | Ending Sunday, October 6, 2019 | | | |  | | | |
| Volume Data | | | | | | | | | | | |
| Time | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | | | |
| | | North-West | South-East | Total | North-West | South-East | Total | Bicycles | Pedestrians | | |
| 07:00 | 07:15 | 3 | 3 | 6 | | | 0 | | | | |
| 07:15 | 07:30 | 4 | 10 | 14 | | | 0 | | | | |
| 07:30 | 07:45 | 8 | 5 | 13 | | | 0 | | | | |
| 07:45 | 08:00 | 4 | 8 | 12 | | | 0 | | | | |
| 08:00 | 08:15 | 6 | 15 | 21 | | | 0 | | | | |
| 08:15 | 08:30 | 4 | 4 | 8 | | | 0 | | | | |
| 08:30 | 08:45 | 12 | 16 | 28 | | | 0 | | | | |
| 08:45 | 09:00 | 9 | 13 | 22 | | 1 | 1 | | | | |
| 09:00 | 09:15 | 12 | 14 | 26 | | | 0 | | | | |
| 09:15 | 09:30 | 16 | 24 | 40 | | | 0 | | | | |
| 09:30 | 09:45 | 16 | 16 | 32 | | 1 | 1 | | | | |
| 09:45 | 10:00 | 19 | 23 | 42 | | | 0 | | | | |
| 10:00 | 10:15 | 21 | 25 | 46 | | | 0 | | | | |
| 10:15 | 10:30 | 18 | 13 | 31 | 1 | | 1 | | 1 | | |
| 10:30 | 10:45 | 17 | 28 | 45 | | | 0 | | | | |
| 10:45 | 11:00 | 22 | 26 | 48 | | | 0 | | 1 | | |
| 11:00 | 11:15 | 23 | 23 | 46 | | 1 | 1 | | | | |
| 11:15 | 11:30 | 19 | 22 | 41 | | | 0 | | 1 | | |
| 11:30 | 11:45 | 17 | 48 | 65 | | | 0 | | | | |
| 11:45 | 12:00 | 30 | 35 | 65 | | | 0 | | | | |
| 12:00 | 12:15 | 22 | 42 | 64 | | | 0 | | | | |
| 12:15 | 12:30 | 19 | 24 | 43 | | | 2 | | | | |
| 12:30 | 12:45 | 25 | 36 | 61 | | | 0 | | | | |
| 12:45 | 13:00 | 23 | 21 | 44 | | | 0 | | | | |
| 13:00 | 13:15 | 34 | 25 | 59 | | | 0 | | | | |
| 13:15 | 13:30 | 27 | 51 | 78 | | | 0 | | | | |
| 13:30 | 13:45 | 33 | 32 | 65 | | | 0 | | | | |
| 13:45 | 14:00 | 31 | 55 | 86 | | | 0 | | | | |
| 14:00 | 14:15 | 34 | 38 | 72 | | | 0 | | | | |
| 14:15 | 14:30 | 26 | 38 | 64 | | | 0 | | 1 | | |
| 14:30 | 14:45 | 26 | 31 | 57 | | | 0 | | 1 | | |
| 14:45 | 15:00 | 34 | 36 | 70 | 1 | | 1 | | | | |
| 15:00 | 15:15 | 50 | 40 | 90 | | 1 | 1 | | | | |
| 15:15 | 15:30 | 28 | 33 | 61 | | | 0 | | | | |
| 15:30 | 15:45 | 42 | 28 | 70 | | | 0 | | 2 | | |
| 15:45 | 16:00 | 39 | 22 | 61 | 2 | | 2 | | | | |
| 16:00 | 16:15 | 29 | 33 | 62 | | | 0 | | | | |
| 16:15 | 16:30 | 29 | 30 | 59 | 1 | 3 | 4 | | | | |
| 16:30 | 16:45 | 33 | 34 | 67 | | | 0 | | | | |
| 16:45 | 17:00 | 27 | 34 | 61 | | | 0 | | | | |
| 17:00 | 17:15 | 35 | 34 | 69 | | | 0 | | | | |
| 17:15 | 17:30 | 26 | 21 | 47 | | | 0 | | | | |
| 17:30 | 17:45 | 31 | 18 | 49 | | | 0 | | | | |
| 17:45 | 18:00 | 21 | 32 | 53 | | | 0 | | | | |
| 18:00 | 18:15 | 22 | 16 | 38 | | | 0 | | 2 | | |
| 18:15 | 18:30 | 24 | 16 | 40 | | | 0 | | 1 | | |
| 18:30 | 18:45 | 25 | 16 | 41 | | | 0 | | | | |
| 18:45 | 19:00 | 26 | 10 | 36 | | | 0 | | | | |
| 19:00 | 19:15 | 16 | 29 | 45 | | 1 | 1 | | | | |
| 19:15 | 19:30 | 15 | 31 | 46 | | | 0 | | | | |
| 19:30 | 19:45 | 11 | 18 | 29 | | | 0 | | | | |
| 19:45 | 20:00 | 7 | 12 | 19 | | | 0 | | | | |
| 20:00 | 20:15 | 13 | 6 | 19 | | | 0 | | | | |
| 20:15 | 20:30 | 10 | 6 | 16 | | | 0 | | 2 | | |
| 20:30 | 20:45 | 9 | 3 | 12 | | | 0 | | | | |
| 20:45 | 21:00 | 7 | 2 | 9 | | | 0 | | | | |
| 21:00 | 21:15 | 7 | 8 | 15 | | | 0 | | | | |
| 21:15 | 21:30 | 5 | 2 | 7 | | | 0 | | | | |
| 21:30 | 21:45 | 5 | 7 | 12 | | | 0 | | | | |
| 21:45 | 22:00 | 6 | 9 | 15 | | | 0 | | | | |
| 22:00 | 22:15 | 10 | 2 | 12 | | | 0 | | | | |
| 22:15 | 22:30 | 4 | 5 | 9 | | | 0 | | | | |
| 22:30 | 22:45 | 11 | 1 | 12 | | | 0 | | | | |
| 22:45 | 23:00 | 33 | 2 | 35 | | | 0 | | | | |
| 23:00 | 23:15 | 5 | 0 | 5 | | | 0 | | | | |
| 23:15 | 23:30 | 2 | 4 | 6 | | | 0 | | | | |
| 23:30 | 23:45 | 6 | 3 | 9 | | | 0 | | | | |
| 23:45 | 00:00 | 6 | 0 | 6 | | | 0 | | | | |
| 00:00 | 00:15 | 1 | 0 | 1 | | | 0 | | | | |
| 00:15 | 00:30 | 2 | 2 | 4 | | | 0 | | | | |
| 00:30 | 00:45 | 0 | 1 | 1 | | | 0 | | | | |
| 00:45 | 01:00 | 0 | 0 | 0 | | | 0 | | | | |
| 01:00 | 01:15 | 0 | 0 | 0 | | | 0 | | | | |
| 01:15 | 01:30 | 1 | 0 | 1 | | | 0 | | | | |
| 01:30 | 01:45 | 2 | 0 | 2 | | | 0 | | | | |
| 01:45 | 02:00 | 1 | 1 | 2 | | | 0 | | | | |
| 02:00 | 02:15 | 1 | 0 | 1 | | | 0 | | | | |
| 02:15 | 02:30 | 1 | 0 | 1 | | | 0 | | | | |
| 02:30 | 02:45 | 0 | 0 | 0 | | | 0 | | | | |
| 02:45 | 03:00 | 0 | 2 | 2 | | | 0 | | | | |
| 03:00 | 03:15 | 0 | 0 | 0 | | | 0 | | | | |
| 03:15 | 03:30 | 0 | 0 | 0 | | | 0 | | | | |
| 03:30 | 03:45 | 0 | 0 | 0 | | | 0 | | | | |
| 03:45 | 04:00 | 0 | 0 | 0 | | | 0 | | | | |
| 04:00 | 04:15 | 0 | 0 | 0 | | | 0 | | | | |
| 04:15 | 04:30 | 1 | 1 | 2 | | | 0 | | | | |
| 04:30 | 04:45 | 0 | 0 | 0 | | | 0 | | | | |
| 04:45 | 05:00 | 1 | 0 | 1 | | | 0 | | | | |
| 05:00 | 05:15 | 0 | 1 | 1 | | | 0 | | | | |
| 05:15 | 05:30 | 0 | 0 | 0 | | | 0 | | | | |
| 05:30 | 05:45 | 1 | 4 | 5 | | | 0 | | | | |
| 05:45 | 06:00 | 0 | 1 | 1 | | | 0 | | | | |
| 06:00 | 06:15 | 0 | 2 | 2 | | | 0 | | | | |
| 06:15 | 06:30 | 2 | 2 | 4 | | | 0 | | | | |
| 06:30 | 06:45 | 0 | 0 | 0 | | | 0 | | | | |
| 06:45 | 07:00 | 4 | 3 | 7 | | | 0 | | | | |
| 24-Hour Summary | | 1307 | 1387 | 2694 | 5 | 10 | 15 | 0 | 12 | | |
| | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | | | |
| | | Northbound | Southbound | Total | Northbound | Southbound | Total | Bicycles | Pedestrians | | |
| AM Peak Hour | | 49 | 67 | 116 | 0 | 1 | 1 | 0 | 0 | | |
| Midday Peak Hour | | 88 | 149 | 237 | 0 | 2 | 2 | 0 | 0 | | |
| PM Peak Hour | | 124 | 132 | 256 | 1 | 3 | 4 | 0 | 0 | | |

* Count completed by WSP

| Time | | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
|-------------------------|-------|--|-------------------|-------------------|--------------|-------------------|-------------------|--------------|---------------------------------|--------------------|
| | | | North-East | South-West | Total | North-East | South-West | Total | Bicycles | Pedestrians |
| 07:00 | 07:15 | | 33 | 25 | 58 | | 1 | 1 | | |
| 07:15 | 07:30 | | 34 | 31 | 65 | | 0 | 0 | | |
| 07:30 | 07:45 | | 39 | 48 | 87 | 1 | 1 | 1 | | |
| 07:45 | 08:00 | | 61 | 63 | 124 | | 1 | 1 | | 2 |
| 08:00 | 08:15 | | 84 | 98 | 182 | | 2 | 2 | | 3 |
| 08:15 | 08:30 | | 84 | 73 | 157 | | 0 | 0 | | |
| 08:30 | 08:45 | | 63 | 59 | 122 | | 0 | 0 | | |
| 08:45 | 09:00 | | 98 | 70 | 168 | 1 | 1 | 1 | | 4 |
| 09:00 | 09:15 | | 74 | 63 | 137 | | 3 | 3 | | |
| 09:15 | 09:30 | | 79 | 63 | 142 | | 0 | 0 | | 3 |
| 09:30 | 09:45 | | 87 | 77 | 164 | | 0 | 0 | | 1 |
| 09:45 | 10:00 | | 86 | 60 | 146 | | 0 | 0 | | 3 |
| 10:00 | 10:15 | | 97 | 63 | 160 | | 0 | 0 | | 1 |
| 10:15 | 10:30 | | 92 | 61 | 153 | | 0 | 0 | | 2 |
| 10:30 | 10:45 | | 81 | 63 | 144 | | 1 | 1 | | 4 |
| 10:45 | 11:00 | | 88 | 60 | 148 | 2 | 2 | 2 | | 1 |
| 11:00 | 11:15 | | 92 | 68 | 160 | | 0 | 0 | | 2 |
| 11:15 | 11:30 | | 90 | 69 | 159 | | 1 | 1 | | |
| 11:30 | 11:45 | | 90 | 80 | 170 | | 1 | 1 | | 1 |
| 11:45 | 12:00 | | 112 | 50 | 162 | 1 | 1 | 1 | | 4 |
| 12:00 | 12:15 | | 94 | 72 | 166 | | 1 | 1 | | 4 |
| 12:15 | 12:30 | | 81 | 59 | 140 | | | | | 1 |
| 12:30 | 12:45 | | 85 | 70 | 155 | | | | | 1 |
| 12:45 | 13:00 | | 102 | 48 | 150 | | 1 | 1 | | 1 |
| 13:00 | 13:15 | | 78 | 67 | 145 | | 0 | 0 | | 1 |
| 13:15 | 13:30 | | 80 | 61 | 141 | | 0 | 0 | | 1 |
| 13:30 | 13:45 | | 70 | 64 | 134 | | 0 | 0 | | 1 |
| 13:45 | 14:00 | | 74 | 46 | 120 | | 0 | 0 | | 2 |
| 14:00 | 14:15 | | 83 | 67 | 150 | | 0 | 0 | | 1 |
| 14:15 | 14:30 | | 85 | 82 | 167 | | 0 | 0 | | |
| 14:30 | 14:45 | | 90 | 83 | 173 | 1 | 1 | 2 | | 1 |
| 14:45 | 15:00 | | 95 | 67 | 162 | | 0 | 0 | | 2 |
| 15:00 | 15:15 | | 73 | 91 | 164 | | 0 | 0 | | |
| 15:15 | 15:30 | | 82 | 75 | 157 | | 0 | 0 | | 3 |
| 15:30 | 15:45 | | 92 | 60 | 152 | | 0 | 0 | | 1 |
| 15:45 | 16:00 | | 83 | 90 | 173 | | 0 | 0 | | 4 |
| 16:00 | 16:15 | | 93 | 78 | 171 | | 0 | 0 | | 25 |
| 16:15 | 16:30 | | 75 | 69 | 144 | | 0 | 0 | | |
| 16:30 | 16:45 | | 75 | 95 | 170 | 2 | 1 | 3 | | 1 |
| 16:45 | 17:00 | | 80 | 81 | 161 | | 1 | 1 | | 1 |
| 17:00 | 17:15 | | 85 | 73 | 158 | | 2 | 2 | | 10 |
| 17:15 | 17:30 | | 67 | 63 | 130 | 2 | 2 | 2 | | 2 |
| 17:30 | 17:45 | | 52 | 52 | 104 | 1 | 1 | 1 | | 3 |
| 17:45 | 18:00 | | 59 | 43 | 102 | | 0 | 0 | | 4 |
| 18:00 | 18:15 | | 51 | 47 | 98 | | 1 | 1 | | 3 |
| 18:15 | 18:30 | | 49 | 39 | 88 | | 0 | 0 | | 5 |
| 18:30 | 18:45 | | 55 | 51 | 106 | | 0 | 0 | | 6 |
| 18:45 | 19:00 | | 56 | 41 | 97 | 1 | 1 | 1 | | 8 |
| 19:00 | 19:15 | | 46 | 33 | 79 | | 0 | 0 | | 7 |
| 19:15 | 19:30 | | 34 | 34 | 68 | | 0 | 0 | | 1 |
| 19:30 | 19:45 | | 30 | 41 | 71 | | 1 | 1 | | 1 |
| 19:45 | 20:00 | | 27 | 28 | 55 | | 0 | 0 | | |
| 20:00 | 20:15 | | 27 | 40 | 67 | | 0 | 0 | | 3 |
| 20:15 | 20:30 | | 26 | 34 | 60 | | 0 | 0 | | |
| 20:30 | 20:45 | | 20 | 20 | 40 | | 1 | 1 | | |
| 20:45 | 21:00 | | 13 | 25 | 38 | 1 | 1 | 1 | | |
| 21:00 | 21:15 | | 24 | 17 | 41 | | 0 | 0 | | |
| 21:15 | 21:30 | | 15 | 19 | 34 | | 0 | 0 | | |
| 21:30 | 21:45 | | 6 | 9 | 15 | | 0 | 0 | | |
| 21:45 | 22:00 | | 12 | 36 | 48 | | 0 | 0 | | 1 |
| 22:00 | 22:15 | | 15 | 16 | 31 | | 0 | 0 | | |
| 22:15 | 22:30 | | 9 | 4 | 13 | | 0 | 0 | | 1 |
| 22:30 | 22:45 | | 3 | 7 | 10 | | 0 | 0 | | |
| 22:45 | 23:00 | | 4 | 2 | 6 | | 0 | 0 | | |
| 23:00 | 23:15 | | 2 | 1 | 3 | | 0 | 0 | | |
| 23:15 | 23:30 | | 1 | 2 | 3 | | 0 | 0 | | |
| 23:30 | 23:45 | | 5 | 8 | 13 | | 0 | 0 | | |
| 23:45 | 00:00 | | 4 | 4 | 8 | | 0 | 0 | | |
| 00:00 | 00:15 | | 5 | 1 | 6 | | 0 | 0 | | |
| 00:15 | 00:30 | | 1 | 3 | 4 | | 0 | 0 | | |
| 00:30 | 00:45 | | 0 | 1 | 1 | | 0 | 0 | | |
| 00:45 | 01:00 | | 2 | 8 | 10 | | 0 | 0 | | |
| 01:00 | 01:15 | | 0 | 1 | 1 | | 0 | 0 | | |
| 01:15 | 01:30 | | 1 | 2 | 3 | | 0 | 0 | | 2 |
| 01:30 | 01:45 | | 2 | 0 | 2 | | 0 | 0 | | |
| 01:45 | 02:00 | | 0 | 0 | 0 | | 0 | 0 | | |
| 02:00 | 02:15 | | 1 | 0 | 1 | | 0 | 0 | | |
| 02:15 | 02:30 | | 1 | 3 | 4 | | 0 | 0 | | |
| 02:30 | 02:45 | | 4 | 0 | 4 | | 0 | 0 | | |
| 02:45 | 03:00 | | 0 | 1 | 1 | | 0 | 0 | | |
| 03:00 | 03:15 | | 0 | 1 | 1 | | 0 | 0 | | |
| 03:15 | 03:30 | | 2 | 1 | 3 | | 0 | 0 | | |
| 03:30 | 03:45 | | 1 | 0 | 1 | | 0 | 0 | | |
| 03:45 | 04:00 | | 1 | 0 | 1 | | 0 | 0 | | |
| 04:00 | 04:15 | | 1 | 1 | 2 | | 0 | 0 | | |
| 04:15 | 04:30 | | 2 | 3 | 5 | | 0 | 0 | | |
| 04:30 | 04:45 | | 3 | 2 | 5 | | 0 | 0 | | |
| 04:45 | 05:00 | | 4 | 4 | 8 | | 0 | 0 | | |
| 05:00 | 05:15 | | 1 | 6 | 7 | | 0 | 0 | | |
| 05:15 | 05:30 | | 5 | 4 | 9 | | 0 | 0 | | |
| 05:30 | 05:45 | | 5 | 7 | 12 | | 0 | 0 | | |
| 05:45 | 06:00 | | 11 | 12 | 23 | | 0 | 0 | | |
| 06:00 | 06:15 | | 8 | 9 | 17 | | 0 | 0 | | 1 |
| 06:15 | 06:30 | | 10 | 16 | 26 | | 0 | 0 | | |
| 06:30 | 06:45 | | 19 | 17 | 36 | | 0 | 0 | | |
| 06:45 | 07:00 | | 40 | 19 | 59 | | 0 | 0 | | |
| 24-Hour Summary | | | 4141 | 3580 | 7721 | 13 | 20 | 33 | 0 | 140 |
| | | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
| | | | Northbound | Southbound | Total | Northbound | Southbound | Total | Bicycles | Pedestrians |
| AM Peak Hour | | | 329 | 300 | 629 | 1 | 2 | 3 | 0 | 7 |
| Midday Peak Hour | | | 386 | 271 | 657 | 1 | 3 | 4 | 0 | 9 |
| PM Peak Hour | | | 326 | 332 | 658 | 2 | 1 | 3 | 0 | 30 |

* Count completed by WSP

| Time | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
|-------------------------|-------|-------------|-------------|-------------|------------|------------|-----------|--------------------------|-------------|
| | | North-East | South-West | Total | North-East | South-West | Total | Bicycles | Pedestrians |
| 07:00 | 07:15 | 15 | 12 | 27 | | | 0 | | 2 |
| 07:15 | 07:30 | 19 | 15 | 34 | | | 0 | | |
| 07:30 | 07:45 | 23 | 25 | 48 | | | 0 | | 1 |
| 07:45 | 08:00 | 32 | 24 | 56 | | | 0 | | |
| 08:00 | 08:15 | 29 | 21 | 50 | | | 0 | | 3 |
| 08:15 | 08:30 | 29 | 29 | 44 | | | 0 | | |
| 08:30 | 08:45 | 35 | 40 | 75 | | | 0 | | |
| 08:45 | 09:00 | 45 | 31 | 76 | | | 0 | | |
| 09:00 | 09:15 | 49 | 37 | 86 | | | 0 | | 1 |
| 09:15 | 09:30 | 42 | 41 | 83 | | | 0 | | |
| 09:30 | 09:45 | 73 | 57 | 130 | | | 0 | | |
| 09:45 | 10:00 | 78 | 58 | 136 | | | 0 | | 1 |
| 10:00 | 10:15 | 57 | 68 | 125 | | | 0 | | 4 |
| 10:15 | 10:30 | 57 | 64 | 121 | | | 0 | | 1 |
| 10:30 | 10:45 | 50 | 59 | 109 | | | 0 | | 1 |
| 10:45 | 11:00 | 77 | 65 | 142 | | 1 | 1 | | 1 |
| 11:00 | 11:15 | 58 | 62 | 120 | | | 0 | | 6 |
| 11:15 | 11:30 | 142 | 124 | 266 | 1 | 3 | 4 | | 6 |
| 11:30 | 11:45 | 71 | 76 | 147 | 1 | 3 | 4 | | |
| 11:45 | 12:00 | 71 | 63 | 134 | 2 | 1 | 3 | | 3 |
| 12:00 | 12:15 | 78 | 62 | 140 | 2 | | 2 | | 2 |
| 12:15 | 12:30 | 58 | 54 | 112 | | 1 | 1 | | |
| 12:30 | 12:45 | 77 | 61 | 138 | | | 0 | | 2 |
| 12:45 | 13:00 | 56 | 51 | 107 | | | 0 | | 1 |
| 13:00 | 13:15 | 72 | 53 | 125 | | 2 | 2 | | 2 |
| 13:15 | 13:30 | 66 | 61 | 127 | 1 | 1 | 2 | | 3 |
| 13:30 | 13:45 | 65 | 64 | 129 | | | 0 | | 2 |
| 13:45 | 14:00 | 68 | 54 | 122 | | | 0 | | 4 |
| 14:00 | 14:15 | 74 | 58 | 132 | | | 0 | | |
| 14:15 | 14:30 | 72 | 60 | 132 | 1 | | 1 | | |
| 14:30 | 14:45 | 67 | 52 | 119 | | | 0 | | 3 |
| 14:45 | 15:00 | 70 | 57 | 127 | | 1 | 1 | | 4 |
| 15:00 | 15:15 | 54 | 65 | 119 | | | 0 | | 2 |
| 15:15 | 15:30 | 59 | 52 | 111 | 1 | | 1 | | 2 |
| 15:30 | 15:45 | 63 | 75 | 138 | | | 0 | | 8 |
| 15:45 | 16:00 | 61 | 56 | 117 | | | 0 | | 2 |
| 16:00 | 16:15 | 59 | 73 | 132 | | | 0 | | 1 |
| 16:15 | 16:30 | 57 | 51 | 108 | | | 0 | | 2 |
| 16:30 | 16:45 | 49 | 57 | 106 | | | 0 | | |
| 16:45 | 17:00 | 53 | 54 | 107 | | | 0 | 2 | 2 |
| 17:00 | 17:15 | 55 | 63 | 118 | | | 0 | | 5 |
| 17:15 | 17:30 | 49 | 68 | 117 | | | 0 | | |
| 17:30 | 17:45 | 55 | 29 | 84 | | | 0 | | 4 |
| 17:45 | 18:00 | 59 | 35 | 94 | | | 0 | | 3 |
| 18:00 | 18:15 | 51 | 43 | 94 | | | 0 | | 1 |
| 18:15 | 18:30 | 43 | 42 | 85 | | | 0 | | 2 |
| 18:30 | 18:45 | 55 | 48 | 103 | | 1 | 1 | | 4 |
| 18:45 | 19:00 | 42 | 36 | 78 | | | 0 | 1 | 1 |
| 19:00 | 19:15 | 42 | 29 | 71 | 1 | | 1 | | 1 |
| 19:15 | 19:30 | 42 | 34 | 76 | | | 0 | | 1 |
| 19:30 | 19:45 | 27 | 38 | 65 | | | 0 | | 1 |
| 19:45 | 20:00 | 20 | 25 | 45 | | | 0 | | 3 |
| 20:00 | 20:15 | 23 | 21 | 44 | 1 | | 1 | | 1 |
| 20:15 | 20:30 | 16 | 29 | 45 | | | 0 | | |
| 20:30 | 20:45 | 19 | 17 | 36 | | | 0 | | |
| 20:45 | 21:00 | 13 | 12 | 25 | | | 0 | | 1 |
| 21:00 | 21:15 | 14 | 17 | 31 | | | 0 | | |
| 21:15 | 21:30 | 12 | 15 | 27 | | | 0 | | |
| 21:30 | 21:45 | 15 | 15 | 30 | | | 0 | | 1 |
| 21:45 | 22:00 | 8 | 16 | 24 | | | 0 | | |
| 22:00 | 22:15 | 12 | 13 | 25 | | | 0 | | |
| 22:15 | 22:30 | 1 | 5 | 6 | | | 0 | | |
| 22:30 | 22:45 | 4 | 13 | 17 | | | 0 | | |
| 22:45 | 23:00 | 3 | 15 | 18 | | | 0 | | |
| 23:00 | 23:15 | 3 | 12 | 15 | | | 0 | | |
| 23:15 | 23:30 | 7 | 4 | 11 | | | 0 | | |
| 23:30 | 23:45 | 2 | 6 | 8 | | | 0 | | |
| 23:45 | 00:00 | 3 | 6 | 9 | | | 0 | | |
| 00:00 | 00:15 | 2 | 3 | 5 | | | 0 | | |
| 00:15 | 00:30 | 2 | 6 | 8 | | | 0 | | |
| 00:30 | 00:45 | 3 | 4 | 7 | | | 0 | | |
| 00:45 | 01:00 | 1 | 3 | 4 | | | 0 | | |
| 01:00 | 01:15 | 3 | 3 | 6 | | | 0 | | |
| 01:15 | 01:30 | 1 | 1 | 2 | | | 0 | | |
| 01:30 | 01:45 | 1 | 1 | 2 | | | 0 | | 2 |
| 01:45 | 02:00 | 1 | 5 | 6 | | | 0 | | |
| 02:00 | 02:15 | 0 | 1 | 1 | | | 0 | | |
| 02:15 | 02:30 | 1 | 0 | 1 | | | 0 | | |
| 02:30 | 02:45 | 0 | 1 | 1 | | | 0 | | |
| 02:45 | 03:00 | 1 | 3 | 4 | | | 0 | | |
| 03:00 | 03:15 | 2 | 1 | 3 | | | 0 | | |
| 03:15 | 03:30 | 1 | 1 | 2 | | | 0 | | |
| 03:30 | 03:45 | 0 | 0 | 0 | | | 0 | | |
| 03:45 | 04:00 | 0 | 0 | 0 | | | 0 | | |
| 04:00 | 04:15 | 0 | 0 | 0 | | | 0 | | |
| 04:15 | 04:30 | 1 | 1 | 2 | | | 0 | | |
| 04:30 | 04:45 | 0 | 0 | 0 | | | 0 | | |
| 04:45 | 05:00 | 0 | 0 | 0 | | | 0 | | |
| 05:00 | 05:15 | 0 | 0 | 0 | | | 0 | | |
| 05:15 | 05:30 | 1 | 1 | 2 | | | 0 | | |
| 05:30 | 05:45 | 3 | 8 | 11 | | | 0 | | |
| 05:45 | 06:00 | 5 | 4 | 9 | | | 0 | | |
| 06:00 | 06:15 | 5 | 4 | 9 | | | 0 | | |
| 06:15 | 06:30 | 1 | 2 | 3 | | | 0 | | |
| 06:30 | 06:45 | 3 | 5 | 8 | | | 0 | | 1 |
| 06:45 | 07:00 | 6 | 3 | 9 | | | 0 | | |
| 24-Hour Summary | | 3069 | 2923 | 5992 | 11 | 14 | 25 | 3 | 108 |
| | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
| | | Northbound | Southbound | Total | Northbound | Southbound | Total | Bicycles | Pedestrians |
| AM Peak Hour | | 171 | 149 | 320 | 0 | 0 | 0 | 0 | 1 |
| Midday Peak Hour | | 362 | 325 | 687 | 6 | 7 | 13 | 0 | 11 |
| PM Peak Hour | | 240 | 255 | 495 | 0 | 0 | 0 | 0 | 13 |

* Count completed by WSP

| Time | | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
|-------------------------|-------|-------------|------------|-------------|------------|------------|-----------|--------------------------|--------------------------|-------------|
| | | | Eastbound | Westbound | Total | Eastbound | Westbound | Total | Bicycles | Pedestrians |
| 07:00 | 07:15 | 4 | | 4 | | | 0 | | | |
| 07:15 | 07:30 | 11 | | 11 | | | 0 | | 1 | |
| 07:30 | 07:45 | 10 | | 10 | | | 0 | | 1 | |
| 07:45 | 08:00 | 27 | | 27 | | | 0 | | | |
| 08:00 | 08:15 | 11 | | 11 | | | 0 | | 3 | |
| 08:15 | 08:30 | 11 | | 11 | | | 0 | | 5 | |
| 08:30 | 08:45 | 13 | | 13 | | | 0 | | 5 | |
| 08:45 | 09:00 | 14 | | 14 | 1 | | 1 | | 2 | |
| 09:00 | 09:15 | 18 | | 18 | | | 0 | | 4 | |
| 09:15 | 09:30 | 13 | | 13 | | | 0 | | 14 | |
| 09:30 | 09:45 | 12 | | 12 | | | 0 | | 5 | |
| 09:45 | 10:00 | 16 | | 16 | | | 0 | | 1 | |
| 10:00 | 10:15 | 21 | | 21 | | | 0 | | | |
| 10:15 | 10:30 | 18 | | 18 | | | 0 | | 4 | |
| 10:30 | 10:45 | 22 | | 22 | | | 0 | | 1 | |
| 10:45 | 11:00 | 33 | | 33 | | | 0 | | 9 | |
| 11:00 | 11:15 | 19 | | 19 | | | 0 | | 14 | |
| 11:15 | 11:30 | 20 | | 20 | | | 0 | | 17 | |
| 11:30 | 11:45 | 22 | | 22 | | | 0 | | 10 | |
| 11:45 | 12:00 | 19 | | 19 | | | 0 | | 14 | |
| 12:00 | 12:15 | 18 | | 18 | 1 | | 1 | | 12 | |
| 12:15 | 12:30 | 20 | | 20 | | | 0 | | 20 | |
| 12:30 | 12:45 | 22 | | 22 | | | 0 | | 22 | |
| 12:45 | 13:00 | 21 | | 21 | | | 0 | | 32 | |
| 13:00 | 13:15 | 28 | | 28 | | | 0 | | 39 | |
| 13:15 | 13:30 | 22 | | 22 | | | 0 | | 19 | |
| 13:30 | 13:45 | 22 | | 22 | 1 | | 1 | | 21 | |
| 13:45 | 14:00 | 26 | | 26 | | | 0 | | 48 | |
| 14:00 | 14:15 | 35 | | 35 | | | 0 | | 27 | |
| 14:15 | 14:30 | 20 | | 20 | | | 0 | | 12 | |
| 14:30 | 14:45 | 28 | | 28 | | | 0 | | 16 | |
| 14:45 | 15:00 | 18 | | 18 | | | 0 | | 12 | |
| 15:00 | 15:15 | 11 | | 11 | | | 0 | | 29 | |
| 15:15 | 15:30 | 19 | | 19 | | | 0 | | 11 | |
| 15:30 | 15:45 | 22 | | 22 | | | 0 | | 19 | |
| 15:45 | 16:00 | 24 | | 24 | | | 0 | | 25 | |
| 16:00 | 16:15 | 26 | | 26 | | | 0 | | 14 | |
| 16:15 | 16:30 | 24 | | 24 | | | 0 | | 20 | |
| 16:30 | 16:45 | 25 | | 25 | 1 | | 1 | | 16 | |
| 16:45 | 17:00 | 20 | | 20 | | | 0 | | 15 | |
| 17:00 | 17:15 | 23 | | 23 | 1 | | 1 | | 13 | |
| 17:15 | 17:30 | 18 | | 18 | | | 0 | | 14 | |
| 17:30 | 17:45 | 20 | | 20 | 1 | | 1 | | 8 | |
| 17:45 | 18:00 | 20 | | 20 | | | 0 | | 2 | |
| 18:00 | 18:15 | 19 | | 19 | | | 0 | | 7 | |
| 18:15 | 18:30 | 14 | | 14 | | | 0 | | 10 | |
| 18:30 | 18:45 | 17 | | 17 | | | 0 | | 10 | |
| 18:45 | 19:00 | 11 | | 11 | 1 | | 1 | | 14 | |
| 19:00 | 19:15 | 12 | | 12 | | | 0 | | 8 | |
| 19:15 | 19:30 | 12 | | 12 | | | 0 | | 7 | |
| 19:30 | 19:45 | 9 | | 9 | 1 | | 1 | | 3 | |
| 19:45 | 20:00 | 10 | | 10 | | | 0 | | 4 | |
| 20:00 | 20:15 | 13 | | 13 | | | 0 | | 3 | |
| 20:15 | 20:30 | 12 | | 12 | | | 0 | | 5 | |
| 20:30 | 20:45 | 4 | | 4 | | | 0 | | 8 | |
| 20:45 | 21:00 | 7 | | 7 | | | 0 | | 1 | |
| 21:00 | 21:15 | 1 | | 1 | | | 0 | | 3 | |
| 21:15 | 21:30 | 3 | | 3 | | | 0 | | 3 | |
| 21:30 | 21:45 | 2 | | 2 | | | 0 | | 2 | |
| 21:45 | 22:00 | 3 | | 3 | | 1 | 1 | | 5 | |
| 22:00 | 22:15 | 1 | | 1 | | | 0 | | 1 | |
| 22:15 | 22:30 | 0 | | 0 | | | 0 | | 1 | |
| 22:30 | 22:45 | 2 | | 2 | | | 0 | | 1 | |
| 22:45 | 23:00 | 1 | | 1 | | | 0 | | | |
| 23:00 | 23:15 | 1 | | 1 | | | 0 | | 2 | |
| 23:15 | 23:30 | 0 | | 0 | | | 0 | | | |
| 23:30 | 23:45 | 3 | | 3 | | | 0 | | 1 | |
| 23:45 | 00:00 | 1 | | 1 | | | 0 | | 0 | |
| 00:00 | 00:15 | 1 | | 1 | | | 0 | | 3 | |
| 00:15 | 00:30 | 0 | | 0 | | | 0 | | | |
| 00:30 | 00:45 | 0 | | 0 | | | 0 | | 1 | |
| 00:45 | 01:00 | 1 | | 1 | | | 0 | | 3 | |
| 01:00 | 01:15 | 0 | | 0 | | | 0 | | 15 | |
| 01:15 | 01:30 | 0 | | 0 | | | 0 | | 4 | |
| 01:30 | 01:45 | 0 | | 0 | | | 0 | | | |
| 01:45 | 02:00 | 0 | | 0 | | | 0 | | | |
| 02:00 | 02:15 | 1 | | 1 | | | 0 | | | |
| 02:15 | 02:30 | 0 | | 0 | | | 0 | | | |
| 02:30 | 02:45 | 0 | | 0 | | | 0 | | | |
| 02:45 | 03:00 | 1 | | 1 | | | 0 | | | |
| 03:00 | 03:15 | 0 | | 0 | | | 0 | | | |
| 03:15 | 03:30 | 1 | | 1 | | | 0 | | | |
| 03:30 | 03:45 | 0 | | 0 | | | 0 | | | |
| 03:45 | 04:00 | 0 | | 0 | | | 0 | | | |
| 04:00 | 04:15 | 0 | | 0 | | | 0 | | | |
| 04:15 | 04:30 | 3 | | 3 | | | 0 | | | |
| 04:30 | 04:45 | 1 | | 1 | | | 0 | | | |
| 04:45 | 05:00 | 1 | | 1 | | | 0 | | | |
| 05:00 | 05:15 | 0 | | 0 | | | 0 | | | |
| 05:15 | 05:30 | 0 | | 0 | | | 0 | | | |
| 05:30 | 05:45 | 1 | | 1 | | | 0 | | | |
| 05:45 | 06:00 | 0 | | 0 | | | 0 | | | |
| 06:00 | 06:15 | 0 | | 0 | | | 0 | | | |
| 06:15 | 06:30 | 3 | | 3 | | | 0 | | | |
| 06:30 | 06:45 | 2 | | 2 | | | 0 | | | |
| 06:45 | 07:00 | 7 | | 7 | | | 0 | | 1 | |
| 24-Hour Summary | | 1047 | 0 | 1047 | 8 | 1 | 9 | 0 | 687 | |
| | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | | |
| | | Northbound | Southbound | Total | Northbound | Southbound | Total | Bicycles | Pedestrians | |
| AM Peak Hour | | 62 | 0 | 62 | 0 | 0 | 0 | 0 | 13 | |
| Midday Peak Hour | | 81 | 0 | 81 | 1 | 0 | 1 | 0 | 86 | |
| PM Peak Hour | | 99 | 0 | 99 | 1 | 0 | 1 | 0 | 75 | |

* Count completed by WSP

| Time | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
|-------------------------|-------|-------------------|-------------------|--------------|-------------------|-------------------|--------------|---------------------------------|--------------------|
| | | Eastbound | Westbound | Total | Eastbound | Westbound | Total | Bicycles | Pedestrians |
| 07:00 | 07:15 | 2 | | 2 | | | 0 | | |
| 07:15 | 07:30 | 8 | | 8 | | | 0 | | 3 |
| 07:30 | 07:45 | 6 | | 6 | | | 0 | | 2 |
| 07:45 | 08:00 | 10 | | 10 | | | 0 | | 3 |
| 08:00 | 08:15 | 13 | | 13 | | | 0 | | 6 |
| 08:15 | 08:30 | 6 | | 6 | | | 0 | | 2 |
| 08:30 | 08:45 | 10 | | 10 | | | 0 | | 5 |
| 08:45 | 09:00 | 6 | | 6 | | | 0 | | 5 |
| 09:00 | 09:15 | 10 | | 10 | | | 0 | | 4 |
| 09:15 | 09:30 | 11 | | 11 | | | 0 | | 10 |
| 09:30 | 09:45 | 13 | | 13 | | | 0 | | 7 |
| 09:45 | 10:00 | 22 | | 22 | | | 0 | | 8 |
| 10:00 | 10:15 | 11 | | 11 | 2 | | 2 | | 3 |
| 10:15 | 10:30 | 7 | | 7 | | | 0 | | 6 |
| 10:30 | 10:45 | 14 | | 14 | | | 0 | | 11 |
| 10:45 | 11:00 | 14 | | 14 | | | 0 | | 4 |
| 11:00 | 11:15 | 10 | | 10 | | | 0 | | 7 |
| 11:15 | 11:30 | 20 | | 20 | 1 | | 1 | | 8 |
| 11:30 | 11:45 | 27 | | 27 | | | 0 | | 10 |
| 11:45 | 12:00 | 14 | | 14 | | | 0 | | 16 |
| 12:00 | 12:15 | 21 | | 21 | | | 0 | | 15 |
| 12:15 | 12:30 | 18 | | 18 | | | 0 | | 22 |
| 12:30 | 12:45 | 16 | | 16 | | | 0 | | 19 |
| 12:45 | 13:00 | 14 | | 14 | | | 0 | | 22 |
| 13:00 | 13:15 | 19 | | 19 | | | 0 | | 25 |
| 13:15 | 13:30 | 30 | | 30 | | | 0 | | 14 |
| 13:30 | 13:45 | 20 | | 20 | | | 0 | | 31 |
| 13:45 | 14:00 | 22 | | 22 | | | 0 | | 29 |
| 14:00 | 14:15 | 30 | | 30 | | 1 | 1 | | 27 |
| 14:15 | 14:30 | 32 | | 32 | | | 0 | | 24 |
| 14:30 | 14:45 | 27 | | 27 | | | 0 | | 10 |
| 14:45 | 15:00 | 28 | | 28 | | | 0 | | 20 |
| 15:00 | 15:15 | 8 | | 8 | | | 0 | | 14 |
| 15:15 | 15:30 | 22 | | 22 | | | 0 | | 35 |
| 15:30 | 15:45 | 15 | | 15 | | | 0 | | 13 |
| 15:45 | 16:00 | 11 | | 11 | | | 0 | | 16 |
| 16:00 | 16:15 | 15 | | 15 | | | 0 | | 29 |
| 16:15 | 16:30 | 18 | | 18 | 1 | | 1 | | 18 |
| 16:30 | 16:45 | 14 | | 14 | | | 0 | | 20 |
| 16:45 | 17:00 | 21 | | 21 | | | 0 | | 7 |
| 17:00 | 17:15 | 25 | | 25 | | | 0 | | 27 |
| 17:15 | 17:30 | 13 | | 13 | | | 0 | | 29 |
| 17:30 | 17:45 | 18 | | 18 | | | 0 | | 23 |
| 17:45 | 18:00 | 23 | | 23 | | | 0 | | 10 |
| 18:00 | 18:15 | 23 | | 23 | | | 0 | | 12 |
| 18:15 | 18:30 | 16 | 1 | 17 | | | 0 | | 13 |
| 18:30 | 18:45 | 17 | | 17 | | | 0 | | 12 |
| 18:45 | 19:00 | 14 | | 14 | | | 0 | 1 | 9 |
| 19:00 | 19:15 | 15 | | 15 | | | 0 | | 10 |
| 19:15 | 19:30 | 13 | | 13 | | | 0 | | 10 |
| 19:30 | 19:45 | 12 | | 12 | | | 0 | | 7 |
| 19:45 | 20:00 | 7 | | 7 | | | 0 | | 5 |
| 20:00 | 20:15 | 9 | | 9 | 1 | | 1 | | 1 |
| 20:15 | 20:30 | 9 | | 9 | | | 0 | | 1 |
| 20:30 | 20:45 | 2 | | 2 | | | 0 | | 2 |
| 20:45 | 21:00 | 5 | | 5 | | | 0 | | 3 |
| 21:00 | 21:15 | 4 | | 4 | 1 | | 1 | | |
| 21:15 | 21:30 | 3 | | 3 | | | 0 | | 5 |
| 21:30 | 21:45 | 2 | | 2 | | | 0 | | 5 |
| 21:45 | 22:00 | 2 | | 2 | | | 0 | | 1 |
| 22:00 | 22:15 | 6 | | 6 | | | 0 | | 2 |
| 22:15 | 22:30 | 3 | | 3 | | | 0 | | 2 |
| 22:30 | 22:45 | 0 | | 0 | | | 0 | | |
| 22:45 | 23:00 | 3 | | 3 | | | 0 | | 1 |
| 23:00 | 23:15 | 3 | | 3 | | | 0 | | |
| 23:15 | 23:30 | 3 | | 3 | | | 0 | | 1 |
| 23:30 | 23:45 | 3 | | 3 | | | 0 | | |
| 23:45 | 00:00 | 0 | | 0 | | | 0 | | |
| 00:00 | 00:15 | 0 | | 0 | | | 0 | | |
| 00:15 | 00:30 | 1 | | 1 | | | 0 | | 1 |
| 00:30 | 00:45 | 0 | | 0 | | | 0 | | |
| 00:45 | 01:00 | 1 | | 1 | | | 0 | | 1 |
| 01:00 | 01:15 | 0 | | 0 | | | 0 | | |
| 01:15 | 01:30 | 1 | | 1 | | | 0 | | |
| 01:30 | 01:45 | 0 | | 0 | | | 0 | | |
| 01:45 | 02:00 | 1 | | 1 | | | 0 | | |
| 02:00 | 02:15 | 0 | | 0 | | | 0 | | |
| 02:15 | 02:30 | 0 | | 0 | | | 0 | | |
| 02:30 | 02:45 | 0 | | 0 | | | 0 | | |
| 02:45 | 03:00 | 0 | | 0 | | | 0 | | |
| 03:00 | 03:15 | 0 | | 0 | | | 0 | | |
| 03:15 | 03:30 | 0 | | 0 | | | 0 | | |
| 03:30 | 03:45 | 0 | | 0 | | | 0 | | |
| 03:45 | 04:00 | 0 | | 0 | | | 0 | | |
| 04:00 | 04:15 | 0 | | 0 | | | 0 | | |
| 04:15 | 04:30 | 0 | | 0 | | | 0 | | |
| 04:30 | 04:45 | 0 | | 0 | | | 0 | | |
| 04:45 | 05:00 | 0 | | 0 | | | 0 | | |
| 05:00 | 05:15 | 0 | | 0 | | | 0 | | |
| 05:15 | 05:30 | 0 | | 0 | | | 0 | | |
| 05:30 | 05:45 | 0 | | 0 | | | 0 | | |
| 05:45 | 06:00 | 0 | | 0 | | | 0 | | |
| 06:00 | 06:15 | 1 | | 1 | | | 0 | | |
| 06:15 | 06:30 | 0 | | 0 | | | 0 | | |
| 06:30 | 06:45 | 0 | | 0 | | | 0 | | |
| 06:45 | 07:00 | 4 | | 4 | | | 0 | | |
| 24-Hour Summary | | 897 | 1 | 898 | 6 | 1 | 7 | 1 | 723 |
| | | Vehicles | | | Bicycles | | | Crossing Dufferin Street | |
| | | Northbound | Southbound | Total | Northbound | Southbound | Total | Bicycles | Pedestrians |
| AM Peak Hour | | 39 | 0 | 39 | 0 | 0 | 0 | 0 | 16 |
| Midday Peak Hour | | 82 | 0 | 82 | 1 | 0 | 1 | 0 | 49 |
| PM Peak Hour | | 78 | 0 | 78 | 1 | 0 | 1 | 0 | 72 |

* Count completed by WSP



APPENDIX C
SPEED AND VOLUME DATA

Location: Location 2 - Broad Street, Lunenburg, NS
 Dates: Wednesday, October 2, 2019
 to Monday, October 7, 2019



| Start Time | Wednesday, October 2, 2019 | | Thursday, October 3, 2019 | | Friday, October 4, 2019 | | Saturday, October 5, 2019 | | Sunday, October 6, 2019 | | Monday, October 7, 2019 | | Average (5 days) | | |
|--------------------|----------------------------|------------|---------------------------|------------|-------------------------|------------|---------------------------|------------|-------------------------|------------|-------------------------|------------|------------------|------------|------------|
| | Northbound | Southbound | Northbound | Southbound | Northbound | Southbound | Northbound | Southbound | Northbound | Southbound | Northbound | Southbound | Northbound | Southbound | Total |
| 12:00 AM | | | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| 01:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | | | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| 04:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 06:00 | | | 1 | 1 | 0 | 2 | 1 | 2 | 1 | 0 | 2 | 0 | 1 | 1 | 2 |
| 07:00 | | | 2 | 5 | 3 | 8 | 0 | 4 | 0 | 3 | 7 | 7 | 2 | 5 | 7 |
| 08:00 | | | 7 | 16 | 11 | 9 | 1 | 5 | 0 | 3 | 8 | 14 | 5 | 9 | 14 |
| 09:00 | | | 5 | 10 | 1 | 12 | 2 | 7 | 5 | 4 | 3 | 10 | 3 | 9 | 12 |
| 10:00 | | | 9 | 12 | 5 | 9 | 5 | 5 | 5 | 11 | 7 | 14 | 6 | 10 | 16 |
| 11:00 | | | 6 | 17 | 2 | 9 | 0 | 11 | 4 | 4 | 4 | 4 | 3 | 9 | 12 |
| 12:00 PM | | | 7 | 12 | 9 | 13 | 8 | 2 | 10 | 3 | 11 | 9 | 9 | 8 | 17 |
| 01:00 | | | 7 | 12 | 4 | 6 | 2 | 10 | 4 | 9 | 6 | 8 | 5 | 9 | 14 |
| 02:00 | | | 6 | 8 | 10 | 7 | 5 | 7 | 8 | 5 | | | 7 | 7 | 14 |
| 03:00 | 6 | 10 | 5 | 11 | 6 | 14 | 3 | 5 | 6 | 8 | | | 5 | 10 | 15 |
| 04:00 | 10 | 20 | 12 | 13 | 13 | 10 | 7 | 11 | 1 | 3 | | | 9 | 11 | 20 |
| 05:00 | 11 | 7 | 8 | 3 | 7 | 9 | 6 | 2 | 5 | 3 | | | 7 | 5 | 12 |
| 06:00 | 8 | 8 | 6 | 10 | 6 | 7 | 6 | 2 | 4 | 5 | | | 6 | 6 | 12 |
| 07:00 | 5 | 3 | 2 | 5 | 3 | 7 | 3 | 3 | 2 | 3 | | | 3 | 4 | 7 |
| 08:00 | 3 | 2 | 5 | 0 | 4 | 5 | 1 | 2 | 3 | 2 | | | 3 | 2 | 5 |
| 09:00 | 2 | 1 | 3 | 2 | 5 | 1 | 1 | 3 | 2 | 1 | | | 3 | 2 | 5 |
| 10:00 | 0 | 0 | 0 | 0 | 1 | 2 | 1 | 2 | 1 | 0 | | | 1 | 1 | 2 |
| 11:00 | 1 | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | | | 0 | 1 | 1 |
| Daily Total | 46 | 52 | 91 | 138 | 90 | 131 | 53 | 85 | 61 | 69 | 49 | 66 | 78 | 109 | 187 |
| | 98 | | 229 | | 221 | | 138 | | 130 | | 115 | | 187 | | |

| Northbound | |
|------------|-----------------------------------|
| 23 km/h | 15 th Percentile Speed |
| 34 km/h | 50 th Percentile Speed |
| 33 km/h | Mean Speed |
| 43 km/h | 85 th Percentile Speed |
| 48 km/h | 95 th Percentile Speed |

| Southbound | |
|------------|-----------------------------------|
| 26 km/h | 15 th Percentile Speed |
| 39 km/h | 50 th Percentile Speed |
| 37 km/h | Mean Speed |
| 47 km/h | 85 th Percentile Speed |
| 51 km/h | 95 th Percentile Speed |

| Total | |
|---------|-----------------------------------|
| 26 km/h | 15 th Percentile Speed |
| 35 km/h | 50 th Percentile Speed |
| 35 km/h | Mean Speed |
| 45 km/h | 85 th Percentile Speed |
| 50 km/h | 95 th Percentile Speed |

Location: Location 3 - Lorne Street, Lunenburg, NS
 Dates: Wednesday, October 2, 2019
 to Monday, October 7, 2019



| Start Time | Wednesday, October 2, 2019 | | Thursday, October 3, 2019 | | Friday, October 4, 2019 | | Saturday, October 5, 2019 | | Sunday, October 6, 2019 | | Monday, October 7, 2019 | | Average (5 days) | | |
|--------------------|----------------------------|-----------|---------------------------|-----------|-------------------------|-----------|---------------------------|-----------|-------------------------|-----------|-------------------------|-----------|------------------|-----------|-----------|
| | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Total |
| 12:00 AM | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| 01:00 | | | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 06:00 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 07:00 | | | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| 08:00 | | | 3 | 4 | 2 | 1 | 4 | 4 | 3 | 0 | 0 | 2 | 2 | 2 | 4 |
| 09:00 | | | 9 | 2 | 3 | 1 | 1 | 3 | 0 | 2 | 1 | 2 | 3 | 2 | 5 |
| 10:00 | | | 4 | 3 | 3 | 4 | 0 | 1 | 2 | 2 | 0 | 6 | 2 | 3 | 5 |
| 11:00 | | | 3 | 6 | 3 | 1 | 3 | 1 | 3 | 3 | 0 | 1 | 2 | 2 | 4 |
| 12:00 PM | | | 2 | 4 | 3 | 5 | 4 | 4 | 2 | 3 | 5 | 1 | 3 | 3 | 6 |
| 01:00 | | | 2 | 6 | 3 | 5 | 1 | 2 | 5 | 6 | 1 | 6 | 2 | 5 | 7 |
| 02:00 | | | 5 | 3 | 8 | 9 | 3 | 6 | 3 | 5 | | | 5 | 6 | 11 |
| 03:00 | 1 | 3 | 3 | 5 | 4 | 5 | 3 | 7 | 6 | 5 | | | 3 | 5 | 8 |
| 04:00 | 3 | 5 | 1 | 4 | 2 | 7 | 1 | 2 | 3 | 2 | | | 2 | 4 | 6 |
| 05:00 | 2 | 5 | 4 | 5 | 1 | 4 | 5 | 4 | 1 | 3 | | | 3 | 4 | 7 |
| 06:00 | 3 | 4 | 2 | 6 | 2 | 3 | 1 | 3 | 2 | 2 | | | 2 | 4 | 6 |
| 07:00 | 1 | 3 | 2 | 5 | 2 | 2 | 1 | 4 | 0 | 3 | | | 1 | 3 | 4 |
| 08:00 | 0 | 2 | 0 | 1 | 0 | 1 | 0 | 1 | 1 | 0 | | | 0 | 1 | 1 |
| 09:00 | 1 | 2 | 0 | 0 | 2 | 0 | 1 | 2 | 0 | 1 | | | 1 | 1 | 2 |
| 10:00 | 0 | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 1 | 0 | | | 0 | 1 | 1 |
| 11:00 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | | | 0 | 0 | 0 |
| Daily Total | 11 | 26 | 40 | 56 | 38 | 49 | 29 | 46 | 33 | 38 | 7 | 18 | 31 | 46 | 77 |
| | 37 | | 96 | | 87 | | 75 | | 71 | | 25 | | 77 | | |

| Eastbound | |
|-----------|-----------------------------------|
| 14 km/h | 15 th Percentile Speed |
| 26 km/h | 50 th Percentile Speed |
| 25 km/h | Mean Speed |
| 34 km/h | 85 th Percentile Speed |
| 39 km/h | 95 th Percentile Speed |

| Westbound | |
|-----------|-----------------------------------|
| 16 km/h | 15 th Percentile Speed |
| 26 km/h | 50 th Percentile Speed |
| 25 km/h | Mean Speed |
| 31 km/h | 85 th Percentile Speed |
| 34 km/h | 95 th Percentile Speed |

| Total | |
|---------|-----------------------------------|
| 16 km/h | 15 th Percentile Speed |
| 26 km/h | 50 th Percentile Speed |
| 25 km/h | Mean Speed |
| 31 km/h | 85 th Percentile Speed |
| 35 km/h | 95 th Percentile Speed |

Location: **Location 4 - Montague Street, Lunenburg, NS**
 Dates: **Wednesday, October 2, 2019**
 to **Monday, October 7, 2019**



| Start Time | Wednesday, October 2, 2019 | Thursday, October 3, 2019 | Friday, October 4, 2019 | Saturday, October 5, 2019 | Sunday, October 6, 2019 | Monday, October 7, 2019 | Average (5 days) |
|--------------------|----------------------------|---------------------------|-------------------------|---------------------------|-------------------------|-------------------------|------------------|
| | Eastbound | Eastbound | Eastbound | Eastbound | Eastbound | Eastbound | Eastbound |
| 12:00 AM | | 2 | 1 | 1 | 1 | 0 | 1 |
| 01:00 | | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | | 1 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | | 0 | 1 | 0 | 0 | 0 | 0 |
| 04:00 | | 0 | 3 | 0 | 0 | 0 | 1 |
| 05:00 | | 2 | 0 | 1 | 0 | 3 | 1 |
| 06:00 | | 5 | 4 | 2 | 2 | 5 | 4 |
| 07:00 | | 26 | 19 | 10 | 5 | 17 | 15 |
| 08:00 | | 12 | 28 | 13 | 3 | 23 | 16 |
| 09:00 | | 22 | 29 | 20 | 15 | 22 | 22 |
| 10:00 | | 21 | 27 | 13 | 14 | 21 | 19 |
| 11:00 | | 21 | 28 | 25 | 19 | 33 | 25 |
| 12:00 PM | | 30 | 17 | 15 | 9 | 33 | 21 |
| 01:00 | | 15 | 17 | 26 | 16 | 26 | 20 |
| 02:00 | | 21 | 32 | 34 | 24 | | 28 |
| 03:00 | | 30 | 21 | 21 | 29 | | 25 |
| 04:00 | 16 | 38 | 19 | 17 | 26 | | 23 |
| 05:00 | 20 | 35 | 32 | 18 | 20 | | 25 |
| 06:00 | 16 | 15 | 24 | 10 | 18 | | 17 |
| 07:00 | 8 | 21 | 18 | 16 | 15 | | 16 |
| 08:00 | 3 | 20 | 8 | 10 | 6 | | 9 |
| 09:00 | 3 | 3 | 4 | 2 | 6 | | 4 |
| 10:00 | 4 | 0 | 2 | 2 | 4 | | 2 |
| 11:00 | 4 | 3 | 0 | 5 | 0 | | 2 |
| Daily Total | 74 | 343 | 334 | 261 | 232 | 183 | 438 |

| Total | |
|---------|-----------------------------------|
| 18 km/h | 15 th Percentile Speed |
| 23 km/h | 50 th Percentile Speed |
| 23 km/h | Mean Speed |
| 29 km/h | 85 th Percentile Speed |
| 32 km/h | 95 th Percentile Speed |

Location: Location 5 - Montague Street, Lunenburg, NS
 Dates: Wednesday, October 2, 2019
 to Monday, October 7, 2019



| Start Time | Wednesday, October 2, 2019 | | Thursday, October 3, 2019 | | Friday, October 4, 2019 | | Saturday, October 5, 2019 | | Sunday, October 6, 2019 | | Monday, October 7, 2019 | | Average (5 days) | | |
|--------------------|----------------------------|-----------|---------------------------|------------|-------------------------|------------|---------------------------|------------|-------------------------|------------|-------------------------|------------|------------------|------------|------------|
| | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Eastbound | Westbound | Total |
| 12:00 AM | | | 1 | 1 | 2 | 1 | 2 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 2 |
| 01:00 | | | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | | | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | | | 3 | 0 | 1 | 2 | 1 | 0 | 0 | 0 | 2 | 2 | 1 | 1 | 2 |
| 04:00 | | | 0 | 1 | 3 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| 05:00 | | | 3 | 0 | 2 | 0 | 1 | 0 | 1 | 0 | 3 | 0 | 2 | 0 | 2 |
| 06:00 | | | 10 | 3 | 11 | 7 | 1 | 1 | 0 | 0 | 9 | 6 | 6 | 3 | 9 |
| 07:00 | | | 24 | 11 | 30 | 9 | 4 | 3 | 3 | 1 | 28 | 19 | 18 | 9 | 27 |
| 08:00 | | | 45 | 20 | 57 | 32 | 9 | 6 | 5 | 3 | 40 | 23 | 31 | 17 | 48 |
| 09:00 | | | 37 | 26 | 44 | 17 | 21 | 8 | 13 | 8 | 47 | 33 | 32 | 18 | 50 |
| 10:00 | | | 57 | 27 | 52 | 34 | 25 | 11 | 20 | 15 | 51 | 38 | 41 | 25 | 66 |
| 11:00 | | | 46 | 45 | 56 | 33 | 25 | 23 | 20 | 18 | 57 | 37 | 41 | 31 | 72 |
| 12:00 PM | | | 59 | 41 | 61 | 32 | 24 | 40 | 21 | 17 | 68 | 55 | 47 | 37 | 84 |
| 01:00 | | | 62 | 26 | 70 | 35 | 30 | 34 | 24 | 26 | 58 | 43 | 49 | 33 | 82 |
| 02:00 | | | 57 | 34 | 64 | 36 | 33 | 38 | 29 | 34 | | | 46 | 36 | 82 |
| 03:00 | | | 55 | 27 | 77 | 31 | 25 | 28 | 25 | 29 | | | 46 | 29 | 75 |
| 04:00 | | | 49 | 40 | 43 | 59 | 27 | 24 | 26 | 22 | | | 36 | 36 | 72 |
| 05:00 | 37 | 25 | 46 | 25 | 40 | 28 | 29 | 16 | 23 | 16 | | | 35 | 22 | 57 |
| 06:00 | 27 | 20 | 28 | 20 | 40 | 23 | 25 | 21 | 18 | 15 | | | 28 | 20 | 48 |
| 07:00 | 15 | 12 | 26 | 14 | 33 | 8 | 19 | 4 | 10 | 7 | | | 21 | 9 | 30 |
| 08:00 | 15 | 3 | 22 | 12 | 10 | 3 | 6 | 7 | 7 | 0 | | | 12 | 5 | 17 |
| 09:00 | 11 | 4 | 10 | 2 | 2 | 3 | 8 | 2 | 5 | 1 | | | 7 | 2 | 9 |
| 10:00 | 5 | 4 | 6 | 4 | 2 | 1 | 5 | 2 | 2 | 1 | | | 4 | 2 | 6 |
| 11:00 | 4 | 1 | 2 | 1 | 2 | 1 | 4 | 0 | 2 | 1 | | | 3 | 1 | 4 |
| Daily Total | 114 | 69 | 648 | 380 | 703 | 396 | 326 | 269 | 255 | 215 | 364 | 257 | 508 | 337 | 845 |
| | 183 | | 1028 | | 1099 | | 595 | | 470 | | 621 | | 845 | | |

| Eastbound | |
|-----------|-----------------------------------|
| 18 km/h | 15 th Percentile Speed |
| 27 km/h | 50 th Percentile Speed |
| 28 km/h | Mean Speed |
| 37 km/h | 85 th Percentile Speed |
| 43 km/h | 95 th Percentile Speed |

| Westbound | |
|-----------|-----------------------------------|
| 16 km/h | 15 th Percentile Speed |
| 24 km/h | 50 th Percentile Speed |
| 25 km/h | Mean Speed |
| 35 km/h | 85 th Percentile Speed |
| 40 km/h | 95 th Percentile Speed |

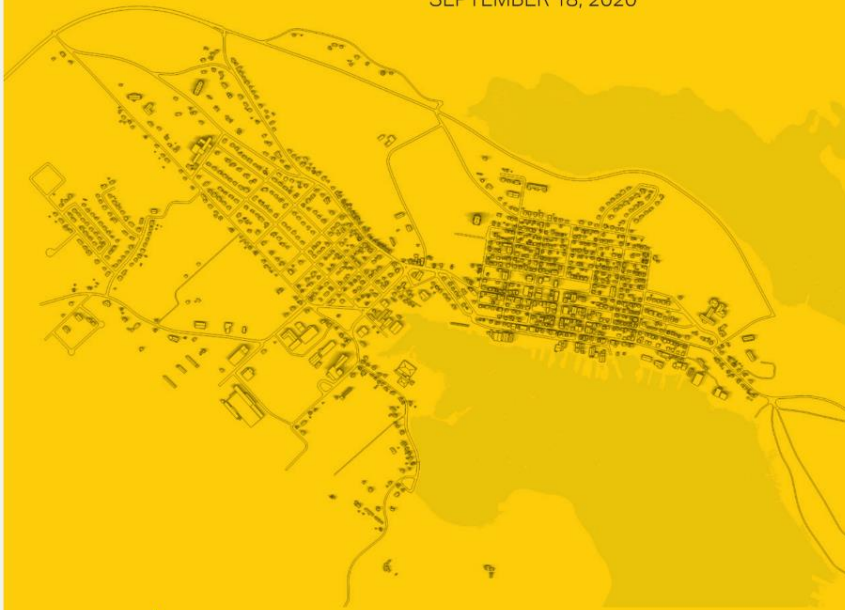
| Total | |
|---------|-----------------------------------|
| 18 km/h | 15 th Percentile Speed |
| 26 km/h | 50 th Percentile Speed |
| 27 km/h | Mean Speed |
| 35 km/h | 85 th Percentile Speed |
| 43 km/h | 95 th Percentile Speed |

Lunenburg Pop-Up Project



COMPREHENSIVE COMMUNITY PLAN

SEPTEMBER 18, 2020



Navigating the
Future, Together.

October 31, 2019

Bikeway Concept Designs

Cross-Town Connector and
North-South Link

*Phase 3 of the Blue Route Hubs Bikeway
Project in the Town of Lunenburg*

Prepared by:



TIMELINE

2019

- Blue Route Hubs: Bikeway Study

2020

- Lunenburg Comprehensive Community Plan

2021

- Council approved committee for Pop-Up Project

POP-UP PROJECT IN SEPTEMBER

- 1 month (September 12th – October 9th)
- Bicycle lane on Montague Street with pedestrian mall



BLUE ROUTE HUBS POP-UP ACTIVE TRANSPORTATION PROJECT

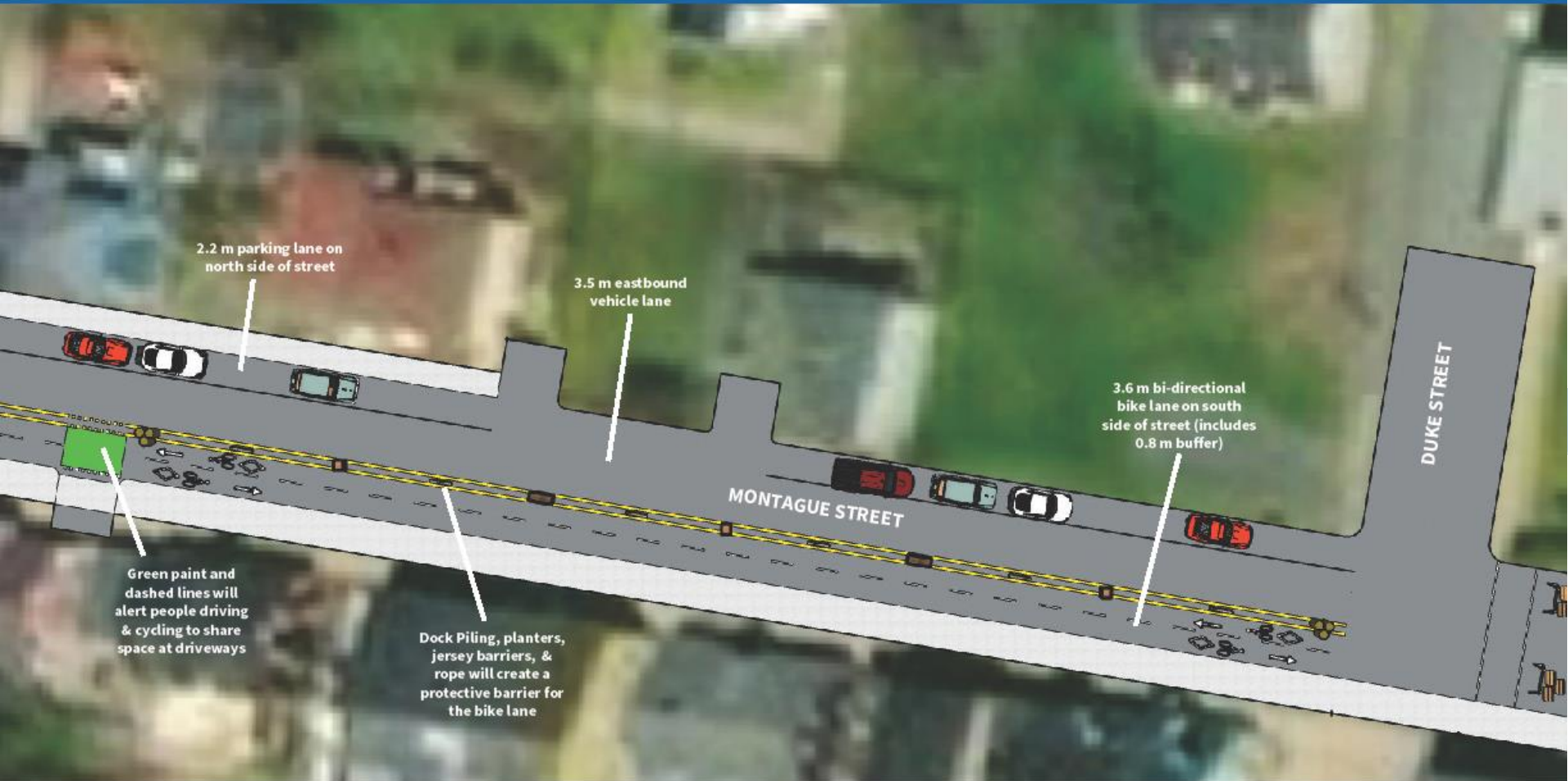
OPTION 2 - BI-DIRECTIONAL BIKE LANE + PEDESTRIAN MALL BLOCK 1





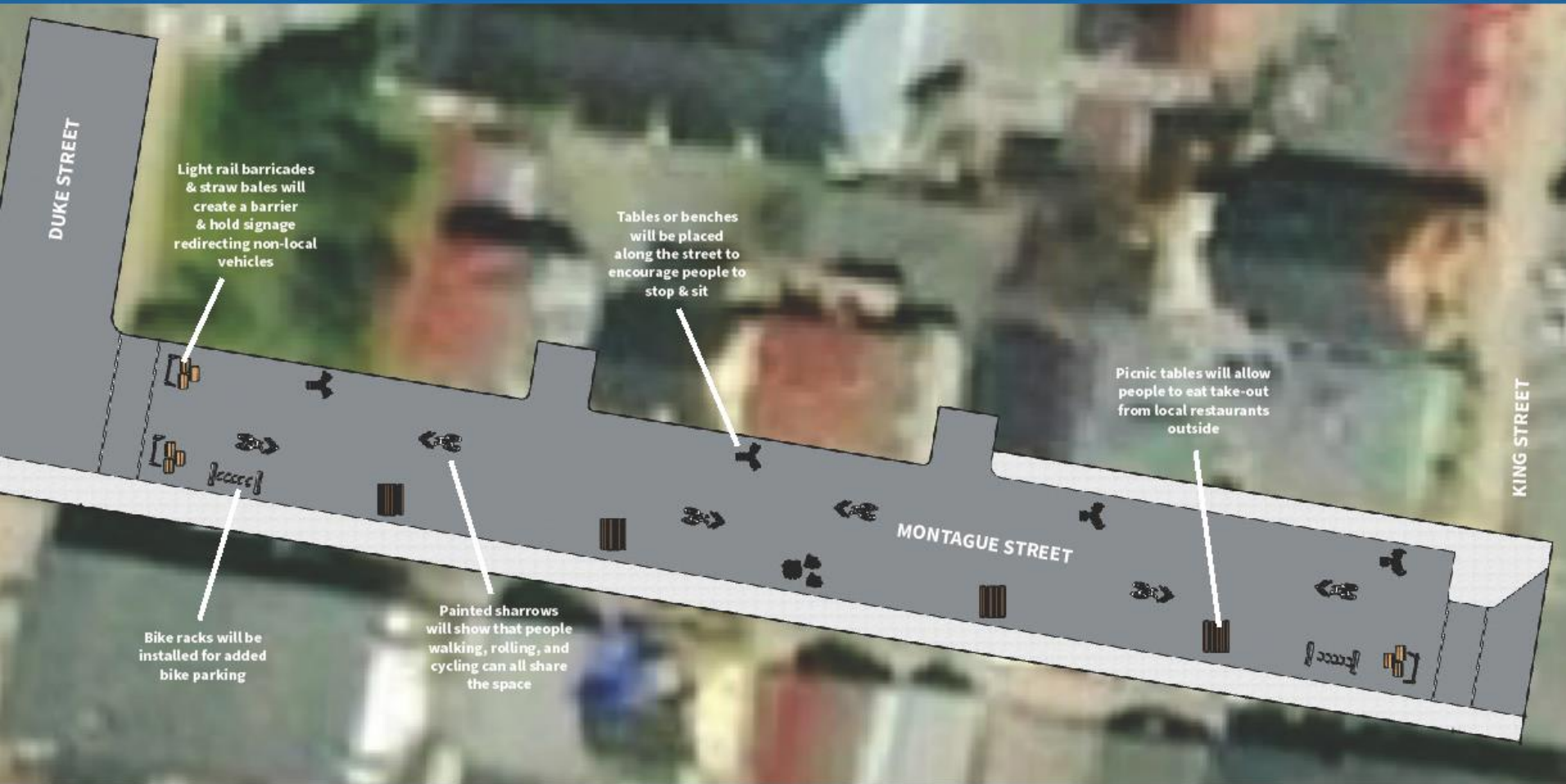
BLUE ROUTE HUBS POP-UP ACTIVE TRANSPORTATION PROJECT

OPTION 2 - BI-DIRECTIONAL BIKE LANE + PEDESTRIAN MALL BLOCK 2



BLUE ROUTE HUBS POP-UP ACTIVE TRANSPORTATION PROJECT

OPTION 1 + 2 - BI-DIRECTIONAL BIKE LANE + PEDESTRIAN MALL BLOCK 3





Google

BUDGET

| Item | Amount | Source | Description |
|-----------------|---------|---------------------|--|
| BNS Staff | \$7,000 | Funding through BNS | Project wages for 2 staff, planning, travel, set-up and project evaluation |
| Lunenburg Staff | \$4,000 | Town of Lunenburg | Project related wages for public works staff (set-up and takedown) |
| Materials | \$5,000 | Funding through BNS | Paint, functional and decorative materials for bike lane & pedestrian mall |



WHAT WE HEARD: BUSINESSES

- Deliveries can be an issue in Lunenburg
- Some retail shoppers are older and already have trouble finding parking to access shops
- Parking on Montague Street is currently being used for long periods of time. This includes by employees of downtown businesses who live farther outside of Town
- Many people are parking for long periods of time on Montague Street and not paying

TORONTO | News

'There is nothing left to sell': Canada faces bike shortage amid COVID-19 pandemic



Pat Foran Consumer Alert Videojournalist, CTV News Toronto
@PatForanCTVNews | Contact

Published Tuesday, August 11, 2020 6:38PM EDT
Last Updated: 11/11/2020 11:11 AM EDT

CBC MENU

COVID-19

Local updates

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COVID-19 tracker

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Global NEWS

World Canada Local Politics Money Health Entertainment

CORONAVIRUS

Canadian Cases Questions answered The Symptoms Hand Washing

Ottawa

Bikes in big demand, short supply during pandemic



With Asian manufacturers all but shut down, bike shops in Ottawa are feeling the squeeze

by [Cotnam](#) · CBC News · Posted: Jun 06, 2020 4:00 AM ET | Last Updated: June 6

HEALTH

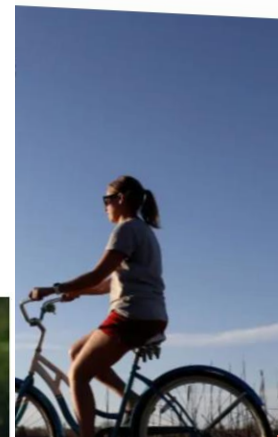
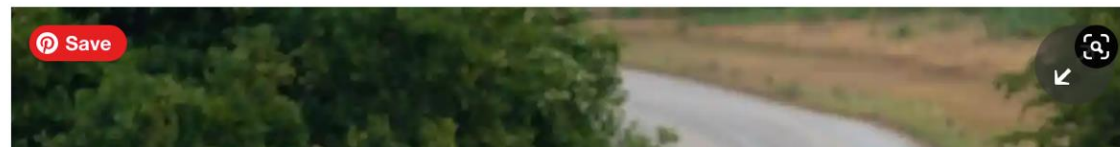
Ontario bike shops, urban planners say coronavirus pandemic could shift the culture of cycling

By [Salmaan Farooqui](#) · The Canadian Press
Posted June 15, 2020 9:27 am

Women behind huge increase in running and cycling in 2020

- Fitness app Strava releases global figures for the year
- 108% rise in median activities of women aged 18 to 29 in UK

Save



Thank You



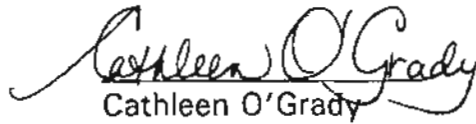
BLUE ROUTE

Town of Lunenburg

Emergency Measures Organization Bylaw

Passed at a Meeting of Town Council held on June 24, 1993

Recommended for approval with amendments.


Cathleen O'Grady
Solicitor

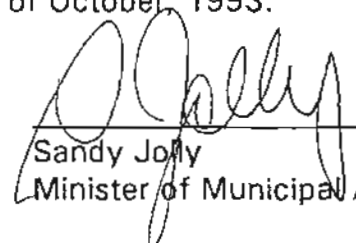
The Emergency Measures Organization Bylaw which was adopted at a meeting of Town Council held on June 24, 1993, is approved, pursuant to Section 29 of the Municipal Affairs Act, with the following amendments:

1. The number "2" in the thirteenth line on page 3 is changed to "3".
2. The following sub-section is added to Section 6:

(4) The Emergency Measures Planning Committee shall include, but not be limited to, persons responsible during an emergency to provide

- (a) income assistance;
- (b) law enforcement;
- (c) fire-control services;
- (d) engineering services;
- (e) health services;
- (f) community services;
- (g) transportation;
- (h) communications;
- (i) public information;
- (j) utilities;
- (k) financial services; and
- (l) legal services.

Dated at Halifax, Nova Scotia, this ⁵ day of October, 1993.


Sandy Jolly
Minister of Municipal Affairs

TOWN OF LUNENBURG

BY-LAW NO. 30

A BY-LAW TO PROVIDE FOR A PROMPT AND COORDINATED

RESPONSE TO A STATE OF LOCAL EMERGENCY

The Council of the Town of Lunenburg under the authority vested in it by the Towns Act, R.S.N.S. 1989, c. 472 and the Emergency Measures Act, S.N.S. 1990, c.8, s.10, enacts as follows:

Short
title

1. This by-law may be cited as the "Emergency Measures By-law".

Interpre-
tation

2. In this By-law,

(a) "Act" means the Emergency Measures Act, R.S.N.S. 1990, c.8;

(b) "Council" means the Council of the Town of Lunenburg;

(c) "Councillor" means a member of the Town of Lunenburg Council;

(d) "Emergency Measures Advisory Committee" means the Advisory Committee established pursuant to this By-law;

(e) "Emergency Measures Co-ordinator" means the person appointed by Council pursuant to this By-law and shall hereinafter be referred to as "EMC";

(f) "Emergency Measures Organization" means the organization established pursuant to this By-law and may be referred to as "EMO";

(g) "Emergency Measures Planning Committee" means the Committee established pursuant to this By-law;

(h) "Emergency Preparedness Plans" means plans, programs or procedures prepared by the Town that are intended to mitigate the effects of an emergency or disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence and may herein after be referred to as the "EPP";

(i) "local emergency" means a present or imminent event in respect of which the Town believes prompt coordination or action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in Nova Scotia;

(j) "Mayor" means the Mayor of the Town of Lunenburg or a Councillor acting in the Mayor's stead;

(k) "Minister" means the member of the Executive Council to whom is assigned the administration of the Act and regulations;

(l) "State of Emergency Regulations" means regulations approved by the Governor in Council by Order in Council 92-61, Regulation 17/92, as amended from time to time;

(m) "State of Local Emergency" means a state of local emergency declared by the Town pursuant to the Act or renewed by the Town pursuant to the Act and regulations made pursuant thereto and this By-law; and

(n) "Town" means the Town of Lunenburg.

Emergency
Measures

3. (1) The Council hereby establishes an Emergency
Emergency Measures Organization.

(2) The purpose and object of the EMO in co-
operation with the Provincial Emergency Measures
organization are:

(a) to plan for the continuity of the
physical operation of government of the Town
and to establish plans for the co-operation
and mutual assistance between municipal
governments in the event of a civil disaster
or war emergency;

(b) to co-ordinate the emergency plans of the
Town for departments and services having
immediate responsibilities in the event of a
civil disaster or war emergency, and to
prepare plans for public survival;

(c) to work closely with other authorities of the Town, neighbouring municipal units and provincial authorities who have been assigned to comparable duties;

(d) to conduct emergency measures familiarization course for the training of personnel who have an emergency role;

(e) to conduct a public self-help education program related to nuclear and other type of warfare and natural emergencies; and

(f) to carry out similar work within the geographical area of the Town.

(2) The EMO shall consist of the following persons and committees:

(a) an Emergency Measures Advisory Committee;

(b) an Emergency Measures Co-ordinator; and

(c) an Emergency Measures Planning Committee.

Emergency
Measures
Advisory
Committee

4. (1) The Emergency Measures Advisory Committee shall be annually appointed by Council for its members.

(2) The Emergency Measures Advisory Committee shall at all times consist of no fewer than three councillors.

(3) The Emergency Measures Advisory Committee shall be chaired by the Mayor and in his/her absence in any regularly called meeting a quorum of the Committee present may appoint a Chairman pro tempore.

(4) The Emergency Measures Advisory Committee shall:

(a) advise Council on the development of Emergency Preparedness Plans;

(b) present Emergency Preparedness Plans to Council;

(c) brief Council on developments during a local state of emergency;

(d) submit to Council an annual budget for the maintenance and operation of the EMO; and

(e) perform such other duties as may be required by the Council.

Emergency
Measures
Co-ordinator

5. (1) The EMC shall be annually appointed Council;

(2) The EMC may be paid reasonable expenses for work incurred under this By-law as determined by resolution of Council from time to time.

(3) The EMC shall:

(a) chair the Emergency Measures Planning Committee;

(b) co-ordinate, prepare and present emergency preparedness plans;

(c) following a declaration of state of local emergency, prescribe, as necessary, duties to be fulfilled by employees, servants and agents of the Town;

(d) submit regular reports to the Emergency Measures Advisory Committee and Council regarding the activities of the Emergency Measures Planning Committee and all matters relating to the EPP;

(e) to reasonably ensure that a continuous program of training for local Emergency Measures Organization personnel, Emergency Measures Planning Committee and Emergency Measures Advisory Committee members is carried out, either by local training classes or attendance at Provincial or Federal training schools;

(f) co-operate with the Mutual Aid Area and the Nova Scotia Emergency Measures Organization on all matters pertaining to planning and operation;

(g) submit an annual budget for emergency measures operation costs within the Town to the Emergency Measures Planning Committee and Emergency Measures Advisory Committee;

(h) act as advisor to the EMO and Council during an emergency; and

(i) perform such other duties as may be required by the Council.

Emergency
Measures
Planning
Committee

6. (1) Emergency Measures Planning Committee shall be appointed by Council for such term as the Council may prescribe.

(2) The Emergency Measures Planning Committee shall consist of the Town Manager/Clerk, head of every Town department or agency which is assigned emergency related functions under the EPP and, where no department or agency exists, a qualified person to represent that group.

(3) The Emergency Measures Planning Committee shall:

(a) assist the EMC in the preparation and co-ordination of an emergency preparedness plan;

(b) advise the Emergency Measures Advisory Committee on the development of an emergency preparedness plan;

(c) upon request, assist the Emergency Measures Advisory Committee in the presentation of municipal emergency measures plans to Council; and

(d) perform such other duties as may be required by the Emergency Measures Advisory Committee or the Council.

Agreement

7. (1) Subject to preliminary approval of Council, the Emergency Measures Planning Committee may, as part of an emergency preparedness plan, negotiate an agreement to be approved by Council

with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or any person;

(2) Any agreement negotiated subsection (1) is not binding until it is approval by Council.

Duties of Council

8. (1) The Council shall review and evaluate the EPP presented to it by the Emergency Measures Advisory Committee.

(2) The Council may specify additional duties to be fulfilled by the Emergency Measures Advisory Committee, the Emergency Measures Co-ordinator and the Emergency Measures Planning Committee.

(3) The Council may appropriate and expend monies:

(a) to pay reasonable expenses of members of the Emergency Measures Advisory Committee, the Emergency Measures Co-ordinator and the Emergency Measures Planning Committee; and

(b) to fulfil the terms and conditions of an agreement approved by the Council pursuant to Section 7 of this By-law.

Declaration of State of Local Emergency

9. (1) The Council shall declare a state of local emergency by completing Form 4 attached to the State of Emergency Regulations.

(2) The Mayor acting under Section 12(3) of the Emergency Measures Act shall complete Form 5 attached to the State of Emergency Regulations.

(3) With the approval of the Minister, the Council may renew a state of local emergency by completing Form 6 attached to the State of Emergency Regulations.

(4) The Council may terminate a state of local emergency by completing Form 7 attached to the State of Emergency Regulations.

(5) A copy of a declaration signed under this Section shall immediately be delivered or faxed to the Minister and the Director pursuant to the Emergency Measures Act.

Notice
Provision

10. Following the signature of a declaration under Section 9 of this by-law, the Council shall immediately cause the details of the declaration or termination to be communicated or published by such means as the Council considers the most likely to make the contents of the declaration or termination known to the people of the area affected.

Duties
During a
State of
Local
Emergency

11. Following the issuance of a declaration under Section 9 and for the duration of the state of local emergency;

(a) every Councillor shall keep the Council posted respecting their whereabouts; and

(b) every employee, servant and agent of the Town who has a key role to play in such emergencies as identified in the EPP shall:

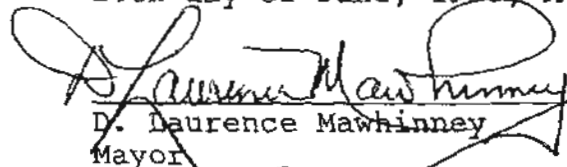
(i) advise the EMC of their whereabouts; and


(ii) fulfil such other duties as may be prescribed by the EMC or as prescribed in the EPP.

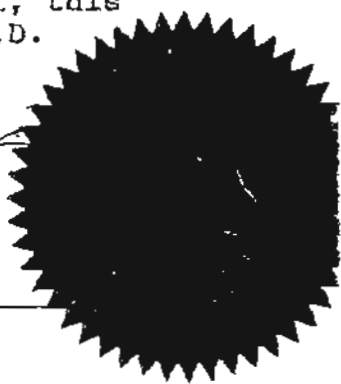
Repeal

12. All former Emergency Measure By-laws of the Town are hereby repealed and this By-law substituted therefor.

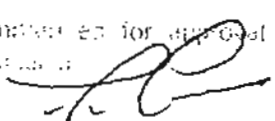
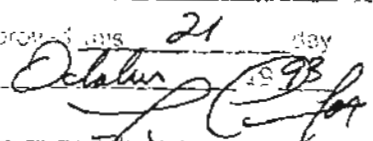
Done and Passed in Council, this
24th day of June, 1993, A.D.


D. Laurence Mawhinney
Mayor


Beatrice M. Renton
Town Manager/Clerk



I, Beatrice M. Renton, Town Manager/
Clerk for the Town of Lunenburg do
certify that the foregoing is a true
copy of By-law #30 of the Town of
Lunenburg, duly passed by the Town
Council on June 24, 1993.

| | |
|--|---|
| EMERGENCY MEASURES ORGANIZATION | |
| Recommended for approval of the Council |  |
| Approved this 21 day October 1993 |  |
| TOWN OF LUNENBURG | |

**Municipal Unit
Bylaw #**

REGIONAL EMERGENCY MANAGEMENT BY-LAW

SECTION 1: GENERAL

- 1.1 This By-law may be cited as the “Regional Emergency Management By-law” to render mutual aid and joint provisions of services and facilities to provide for a prompt, effective and coordinated response to an emergency within the territories of the participating municipalities of the Municipality of the District of Lunenburg; the Municipality of the District of Chester; the Town of Bridgewater; the Town of Mahone Bay, and the Town of Lunenburg.

SECTION 2: DEFINITIONS

- 2.1 In this By-law:
- a) “Act” means the *Emergency Management Act*, S.N.S., 1990, as amended from time to time;
 - b) “State of Emergency Regulations” means regulations approved by the Governor in Council by Order in Council 92-61, Regulation 17/92, as amended from time to time;
 - c) “Agreement” means the Inter-Municipal Emergency Services Agreement, dated January 18, 2017, among the participating Municipalities and as amended from time to time;
 - d) “Minister” means the Minister responsible for Emergency Management of the Province of Nova Scotia;
 - e) “Deputy Minister” means the Deputy Minister responsible for Emergency Management of the Province Nova Scotia;
 - f) “Councils” means the Councils of the participating Municipalities (Municipality of the District of Lunenburg, the Municipality of the District of Chester, the Town of Bridgewater, the Town of Mahone Bay, and the Town of Lunenburg);
 - g) “Region” means all territories within the participating Municipalities;
 - h) “State of Local Emergency” means a state of a local emergency declared, renewed, or terminated by the Council, Mayor, or Warden of a participating Municipality;

- i) “Regional Emergency Operations Centre (REOC)” means the Regional Emergency Management Organization (REMO) operation centre as established, equipped, and serviced per the Agreement.

SECTION 3: RESPONSIBILITIES FOR EMERGENCY MANAGEMENT

3.1 The Councils, in accordance with the Agreement:

- a) shall appoint and maintain a Regional Emergency Management Organization (REMO) responsible for the planning and the coordination of emergency services delivery and consist of:
 - i. a Regional Emergency Management Advisory Committee (REMAC);
 - ii. a Regional Emergency Management Planning Committee (REMPC);
 - iii. a Regional Emergency Management Coordinator (REMC); and
 - iv. for each participating Municipality, an Assistant Emergency Coordinator (AEC);
- b) declare, renew, or terminate a State of Local Emergency, as outlined in the State of Emergency Regulations as may be required and if unavailable in a timely manner, permit the Mayor or Warden of the affected participating Municipality(s) to make such declarations;
- c) shall cause the Emergency Management Plan or any part thereof to be implemented and may do everything necessary for the protection of property and the health and safety of persons pursuant to Section 14 of the *Act*;
- d) may appropriate and expend monies to pay reasonable expenses of members of REMO and to fulfill the terms and conditions of any agreement approved by the Councils;

3.2 REMAC, in accordance with the Agreement:

- a) is responsible during a State of Local Emergency for the executive direction and management of emergency plans and activities within the Region and for advice to Councils pursuant to the *Act*;
- b) recommends to Councils, Mayor or Warden, the declaration, renewal, or termination of a State of Local Emergency as outlined in the State of Emergency Regulations;
- c) shall deliver a copy of the signed Declaration, Renewal, or Termination of a State of Local Emergency to the Nova Scotia Emergency Management Office (NS EMO) and the Minister and ensure that such Declarations are communicated effectively to the people of the area(s) affected;

- d) with the approval of Councils, may enter into agreements with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or any person;
- 3.3 REMC, as appointed by the REMAC, in accordance with the Agreement:
- a) shall chair the REMPC and coordinate, prepare, and maintain emergency plans;
 - b) shall, pursuant to Section 10A of the Act, inform the Nova Scotia Emergency Management Office of any real or anticipated event or emergency and upon activation of an REOC or the Declaration of State or Local Emergency, prescribe, as necessary, duties to be fulfilled by employees, servants, and agents of the municipality and coordinate the REOC activities with NS EMO;
- 3.4 REMPC in accordance with the Agreement:
- a) shall include, but not be limited to, persons responsible during an emergency to provide health, law enforcement, fire, utilities, communications, transportation, public works, financial, legal, or other essential community services;
 - b) shall provide recommendations to REMC for the purpose of the development of regional emergency management plans, policy and procedures for the Region, and provide briefings as requested by Council.

SECTION 4: RESPONSIBILITIES OF OTHERS IN A STATE OF LOCAL EMERGENCY

Following the Declaration of a State of Local Emergency and for the duration of such, every Councillor, employee, and agent of the participating Municipality who has a key role in the execution of the emergency management plans, shall fulfill such duties as may be required according to the emergency plans.

SECTION 5:

Previously adopted versions of **Chapter XX/Bylaw XX** are hereby “repealed and replaced” or “amended” upon the effective date of the adoption of this “Regional Emergency Management” By-law.

Document No:
Meeting: Council August 10, 2021
Circulate to: Council, BR, LD, KR
File: Budget 2020/21

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA DAGLEY, CPA, CGA - FINANCE DIRECTOR

DATE: AUGUST 3, 2021

RE: TOWN GENERAL OPERATING YEAR END AND CAPITAL FUNDING FOR MARCH 31, 2021

1. FACTS

Finance staff have completed the Town's year-end and our auditors have completed their audit field work. Town Council is asked to approve the final proposed funding of the capital assets for the year ended March 31, 2021 as there are some proposed changes to the budgeted funding which have been incorporated in the draft financial statements. There is an Audit Committee meeting scheduled for September 23, 2021.

2. ISSUES AND OPTIONS ANALYSIS

Capital projects in the amount of \$2,870,726 were completed in 2020/21. Attached is a summary (Schedule 1) of the proposed funding of these assets. The capital borrowing of \$514,650 included in the capital asset funding was previously approved by Council and secured in a recent Municipal Finance debenture issue.

Fiscal 2020/21 had many challenges due to the Covid-19 pandemic, however with prudent budgeting, careful department fiscal management and Safe Restart Funding the Town ended the fiscal year with additional funds available for reserve transfer. Schedule 2 outlines the additional reserve transfers staff are recommending.

As Council will recall municipal units are required to have an Operating Reserve Fund and there must be a separate accounting of assets from the General Operating and Capital Funds. Withdrawals may be used for any purpose for which Council has authority to expend money, however the General Operating Reserve funds would typically be for emergency or unanticipated expenditures of the Town. The level of our Operating Reserve Fund was the one red provincial FCI indicator received by the Town for Fiscal 2019/20.

The Safe Restart funds are to assist municipal units in offsetting lost revenues and additional operational expenses related to the Covid-19 pandemic. The Town received \$287,930 in Safe Restart funding in early November 2020. In fiscal 2020/21 the Town

used \$168,015 to recover lost revenues and additional expenses related to Covid-19. The balance of \$119,915 is required to be transferred to the Operating Reserve and then carried forward to 2021/22 for the same purpose. These carried forward funds have already been included in the 2021/22 approved budget.

After the above noted reserve transfers and funding the capital projects there is still a small surplus of \$1,092. (Schedule 3)

The year end balances for both the Operating and Capital Reserves are included as schedules to this report.

3. FINANCIAL IMPACT

As per above and the attached funding proposal.

4. STRATEGIC PLAN RELEVANCE

Servicing and Facilities: Direction to ensure efficient infrastructure, and that municipal facilities are properly managed and maintained for future use.

5. RECOMMENDATION AND DRAFT MOTION

It is recommended that Council approve the following draft motions.

Draft Motions:

The Capital financing for fiscal 2020/21 be approved as outlined in Schedule 1;

-and-

Approval of additional Operating Reserve Transfers for fiscal 2021/22 of \$384,215 as outlined in Schedule 2.

Attachments - 5

Acknowledged only by:

Bea Renton
CAO

| Town of Lunenburg - General Capital 2020/21 | | |
|--|--------------------|-----------------------|
| | | |
| Summary | Budget | Actual |
| Page 1 | \$1,865,054 | \$1,700,600.44 |
| Page 2 | \$835,000 | \$372,673.38 |
| Page 3 | \$1,874,700 | \$797,451.84 |
| | \$4,574,754 | \$2,870,725.66 |
| Funding Sources | | |
| Capital from Revenue | | \$158,880.30 |
| Capital Borrowing | | \$514,650.00 |
| Gas Tax | | \$589,951.34 |
| Beautification Provincial Grants | | \$16,446.37 |
| Water Dividend | | \$50,000.00 |
| Fire District 1 & 2 | | \$378,988.28 |
| Region 6 Grant | | \$5,775.00 |
| Insurance Proceeds | | \$31,795.28 |
| CWWF - Clean Water Wastewater Fund Grant | | \$136,767.96 |
| Sewer Reserve | | \$3,781.89 |
| Deed Transfer Taxes | | \$136,852.73 |
| Fire Department | | \$5,344.66 |
| Fire Joint Equipment Reserve | | \$1,697.22 |
| FCC - Farm Credit Canada Grant | | \$25,000.00 |
| FRIIP - Provincial Grant | | \$23,933.64 |
| ACOA Grant | | \$201,455.39 |
| Academy Foundation | | \$45,023.20 |
| Federal Legacy Fund Grant | | \$400,000.00 |
| CCH - Provincial Grant | | \$144,285.23 |
| Academy Reserve | | \$97.17 |
| | | \$2,870,725.66 |

| Town of Lunenburg - General Capital 2020/21 | | | | | | | | | |
|--|--------------------|-----------------------|----------------------|---------------------|---------------------|----------------------|--------------------|---------------------|-------------------|
| | Budget | Actual | Capital From Revenue | Capital Borrowing | Gas Tax | Beautification Grant | Water Dividend | Dist. 1 & 2 | Region 6 Grant |
| Floor Scrubber for Fire Department | \$5,100 | \$4,644.16 | \$4,644.16 | | | | | | |
| <i>Budgeted funding: Capital from Revenue & General Capital Reserve</i> | | | | | | | | | |
| Aluminum Garbage Bin for Fire Department | \$3,800 | \$3,582.88 | \$3,582.88 | | | | | | |
| <i>Budgeted funding: Capital from Revenue & General Capital Reserve</i> | | | | | | | | | |
| Fire Pumper #2 Replacement | \$755,100 | \$757,976.55 | \$1,438.27 | \$327,550.00 | | | \$50,000.00 | \$378,988.28 | |
| <i>Budgeted funding: District 1&2, Water Dividend & Borrowing</i> | | | | | | | | | |
| Brook Street - Beautification Project | \$20,000 | \$9,004.76 | \$4,004.76 | | | \$5,000.00 | | | |
| <i>Budgeted funding: Deed Transfer Taxes & Prov Grant</i> | | | | | | | | | |
| Streamed Waste Cans | \$9,300 | \$12,420.46 | \$6,645.46 | | | | | | \$5,775.00 |
| <i>Budgeted funding: Capital from Revenue & Grant</i> | | | | | | | | | |
| Community Centre - Bathroom Renovations | \$7,700 | \$6,262.60 | \$6,262.60 | | | | | | |
| <i>Budgeted funding: Capital from Revenue & Deed Transfer Taxes. Delivery for washroom stalls carried over into 20/21. Total project budget \$55,000, total project cost \$53,493.</i> | | | | | | | | | |
| Recreation Ride on Mower | \$25,000 | \$20,231.48 | \$20,231.48 | | | | | | |
| <i>Budgeted funding: Capital from Revenue & General Capital Reserve</i> | | | | | | | | | |
| Arena Roof Exhaust Replacements | \$10,000 | \$5,042.00 | \$5,042.00 | | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | |
| PW - Dump Truck & Plow | \$183,000 | \$187,192.32 | \$92.32 | \$187,100.00 | | | | | |
| <i>Budgeted funding: Capital Borrowing, CF from 19/20</i> | | | | | | | | | |
| Public Works Air Compressor | \$4,254 | \$4,291.89 | \$4,291.89 | | | | | | |
| <i>Budgeted funding: PW Equipment Reserve</i> | | | | | | | | | |
| WWTP - New Complete Recycling Pump | \$31,500 | \$27,635.79 | | | \$27,635.79 | | | | |
| <i>Budgeted funding: Gas Tax, CF from 19/20</i> | | | | | | | | | |
| WWTP - Replace Lines and Diffusers in Aeration Tanks | \$388,000 | \$358,621.26 | \$100,000.00 | | \$258,621.26 | | | | |
| <i>Budgeted funding: Gas Tax & Capital Borrowing</i> | | | | | | | | | |
| WWTP - Voltage Reading Monitor at Pumping Station | \$7,000 | \$6,837.36 | | | \$6,837.36 | | | | |
| <i>Budgeted funding: Gas Tax</i> | | | | | | | | | |
| Backflow Prevention Study for Lift Stations | \$40,000 | \$31,241.90 | | | \$31,241.90 | | | | |
| <i>Budgeted funding: Gas Tax</i> | | | | | | | | | |
| Lift Station Capital Pump Repairs - increased to \$146 | \$146,000 | \$66,345.30 | | | \$66,345.30 | | | | |
| <i>Budgeted funding: Gas Tax & Capital Borrowing</i> | | | | | | | | | |
| <i>CF to be completed in 21-22</i> | | | | | | | | | |
| Comprehensive Community Plan | \$229,300 | \$199,269.73 | | | \$199,269.73 | | | | |
| <i>Budgeted funding: Gas Tax</i> | | | | | | | | | |
| <i>CF to be completed in 21-22, Planning Documents and Heritage Review</i> | | | | | | | | | |
| Page 1 Totals | \$1,865,054 | \$1,700,600.44 | \$156,235.82 | \$514,650.00 | \$589,951.34 | \$5,000.00 | \$50,000.00 | \$378,988.28 | \$5,775.00 |

| Town of Lunenburg - General Capital 2020/21 | | | | | | | | | | | |
|--|------------------|---------------------|--------------------|---------------------|-------------------|---------------------|----------------------|-------------------|----------------------|--------------------|--------------------|
| | Budget | Actual | Insurance | CWWF | Sewer Reserve | Deed Transfer Taxes | Beautification Grant | Fire Dept | Fire Joint Equip Rsv | FCC Grant | FRIP |
| CN Station - Capital Repairs (Garage Door & Siding) | \$15,000 | \$9,594.31 | | | | \$9,594.31 | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | | | |
| Tannery Road - Seawall Replacement | \$70,000 | \$57,535.61 | | | | \$50,035.61 | \$7,500.00 | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | | | |
| <i>CF to complete seawall in the amount of \$12,464</i> | | | | | | | | | | | |
| WWTP - Spare UV Banks | | \$35,577.17 | \$31,795.28 | | \$3,781.89 | | | | | | |
| <i>insurance proceeds and sewer reserves</i> | | | | | | | | | | | |
| Brook Street Sewer | \$125,000 | \$184,873.08 | | \$136,767.96 | | \$48,105.12 | | | | | |
| <i>Budgeted funding: CWWF Grant & Deed Transfer Taxes</i> | | | | | | | | | | | |
| Flood Study | \$47,900 | \$47,867.27 | | | | \$23,933.63 | | | | | \$23,933.64 |
| <i>Budgeted funding: Deed Transfer Taxes & Prov Grant</i> | | | | | | | | | | | |
| WWTP - Check Valve Installation | \$10,000 | \$5,184.06 | | | | \$5,184.06 | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | | | |
| Fire Hall Heat Pumps | \$26,700 | \$26,697.22 | | | | | | | \$1,697.22 | \$25,000.00 | |
| <i>Budgeted funding: Grant & Joint Equipment Reserve</i> | | | | | | | | | | | |
| Turnout Gear Washer - Fire Department | \$5,400 | \$5,344.66 | | | | | | \$5,344.66 | | | |
| <i>Budgeted funding: Fire Dept.</i> | | | | | | | | | | | |
| Joint Building Inspection IT (TownSuite Mapping & Laser Fische Software Upgrades) | \$10,000 | | | | | | | | | | |
| <i>Budgeted funding: Capital from Revenue</i> | | | | | | | | | | | |
| <i>CF project in use as of June 1, 2021</i> | | | | | | | | | | | |
| WWTP - Upgrade Rails and Catwalks in Aeration Building | \$30,000 | | | | | | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | | | |
| <i>CF - work awarded late in fiscal 20-21, carried out early in 21-22</i> | | | | | | | | | | | |
| Raw Sludge Pumps (2) | \$50,000 | | | | | | | | | | |
| <i>Budgeted funding: Gas Tax</i> | | | | | | | | | | | |
| <i>CF started in 20-21 to be completed in 21-22</i> | | | | | | | | | | | |
| Flowmeter installation program | \$50,000 | | | | | | | | | | |
| <i>Budgeted funding: Gas Tax</i> | | | | | | | | | | | |
| <i>CF started in 20-21 to be completed in 21-22</i> | | | | | | | | | | | |
| <i>April 13, 2021 motion increased overall budget to \$66,000</i> | | | | | | | | | | | |
| Ice Resurfacers | \$125,000 | | | | | | | | | | |
| <i>Budgeted funding: Resurfacers Reserve, Grants, Donations & Capital from Revenue</i> | | | | | | | | | | | |
| <i>CF ordered in Summer 2020, delivered April 2021</i> | | | | | | | | | | | |
| WWTP - Improve Treatment Process - Pre-design | \$270,000 | | | | | | | | | | |
| <i>Budgeted funding: PCAP grant & Gas Tax</i> | | | | | | | | | | | |
| <i>CF started in 20-21 to be completed in 21-22</i> | | | | | | | | | | | |
| Page 2 Totals | \$835,000 | \$372,673.38 | \$31,795.28 | \$136,767.96 | \$3,781.89 | \$136,852.73 | \$7,500.00 | \$5,344.66 | \$1,697.22 | \$25,000.00 | \$23,933.64 |

| Town of Lunenburg - General Capital 2020/21 | | | | | | | | | |
|--|--------------------|---------------------|----------------------|---------------------|--------------------|---------------------|---------------------|-----------------|----------------------|
| | Budget | Actual | Capital From Revenue | ACOA | Academy Foundation | Federal Legacy Fund | Prov NS CCH | Academy Reserve | Beautification Grant |
| Lunenburg Academy - Exterior Capital Restoration Phase II | \$1,500,000 | \$797,451.84 | \$2,644.48 | \$201,455.39 | \$45,023.20 | \$400,000.00 | \$144,285.23 | \$97.17 | \$3,946.37 |
| <i>Budgeted funding: Federal & Provincial Grants, Academy Foundation, Borrowing. Project spanned two fiscal years 19/20 & 20/21, total cost \$1,303,273.</i> | | | | | | | | | |
| Council iPad or Alternative | \$10,000 | | | | | | | | |
| <i>Budgeted funding: Water & Electric Utility</i> | | | | | | | | | |
| <i>Cost below capital threshold of \$2,500, expended in Utilities</i> | | | | | | | | | |
| Annex Roof | \$10,000 | | | | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | |
| <i>Re-budgeted in 21-22 for \$26,0000</i> | | | | | | | | | |
| CCP Capital Project | \$10,000 | | | | | | | | |
| <i>Budgeted funding: Capital Borrowing</i> | | | | | | | | | |
| <i>No specific project identified in fiscal 20-21</i> | | | | | | | | | |
| Green St., Knickle Rd., Tannery Rd. (Storm Diversion) | \$60,000 | | | | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes</i> | | | | | | | | | |
| <i>Deferred due to cost of Brook Street work, Re-budgeted in 21-22</i> | | | | | | | | | |
| Waste Water - Upgrade Communication Systems to Pumping Stations | \$20,000 | | | | | | | | |
| <i>Budgeted funding: Gas Tax</i> | | | | | | | | | |
| <i>Re-budgeted in 21-22 for \$40,000</i> | | | | | | | | | |
| Tannery Road - Knickle to 97 Tannery Road (East) | \$255,000 | | | | | | | | |
| <i>Budgeted funding: Deed Transfer Taxes & Capital Borrowing</i> | | | | | | | | | |
| <i>Re-budgeted in 21-22 for \$55,000</i> | | | | | | | | | |
| Turnout Gear Dryer - Fire Department | \$9,700 | | | | | | | | |
| <i>Budgeted funding: Fire Dept.</i> | | | | | | | | | |
| <i>Re-budgeted in 21-22 dependent on Fire Dept funding</i> | | | | | | | | | |
| Page 3 Total | \$1,874,700 | \$797,451.84 | \$2,644.48 | \$201,455.39 | \$45,023.20 | \$400,000.00 | \$144,285.23 | \$97.17 | \$3,946.37 |

| Town Fiscal 20-21 Additional Reserve Transfer Recommendations | | |
|--|---------------|------------------|
| | Budget | Actual |
| Election Reserve 2024 | \$0 | \$20,000 |
| Operating Reserve - 20-21 Mild Winter Savings funding to budget 21-22 | \$0 | \$90,000 |
| Safe Restart Carry Forward Reserve - funding to budget 21-22 | \$0 | \$119,915 |
| Operating Reserve - to fund the Planning Documents and Heritage Review costs to align with the CCP | \$0 | \$100,000 |
| General Operating Reserve 20-21 transfer | \$0 | \$54,300 |
| | | \$384,215 |

TOWN OF LUNENBURG
GENERAL SECTION
STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

| | PAGE | 2021 | | Variance |
|--|------|--------------|--------------|--------------|
| | | Budget | Actual | |
| REVENUE | | | | |
| Taxes | | \$ 5,969,100 | \$ 6,128,135 | \$ (159,035) |
| Grants in lieu of taxes | | 240,900 | 329,079 | (88,179) |
| Sales of services | | 346,400 | 330,005 | 16,395 |
| Other revenue from own sources | | 311,200 | 343,700 | (32,500) |
| Unconditional transfers from other governments | | 69,100 | 74,206 | (5,106) |
| Conditional transfers from Federal and Provincial governments and agencies | | 1,700 | 289,630 | (287,930) |
| Conditional transfers from other local governments | | 174,900 | 155,068 | 19,832 |
| Other transfers | | 34,300 | 27,418 | 6,882 |
| | | 7,147,600 | 7,677,241 | (529,641) |
| EXPENDITURE | | | | |
| General government services | | 508,850 | 480,665 | 28,185 |
| Protective services | | 1,598,200 | 1,558,633 | 39,567 |
| Transportation services | | 959,000 | 833,945 | 125,055 |
| Environmental health services | | 1,358,600 | 1,272,008 | 86,592 |
| Public Health services | | 62,700 | 84,298 | (21,598) |
| Environmental development services | | 429,200 | 406,274 | 22,926 |
| Recreational and cultural services | | 788,300 | 763,476 | 24,824 |
| Fiscal services | | 1,442,750 | 2,276,851 | (834,101) |
| | | 7,147,600 | 7,676,150 | (528,550) |
| EXCESS OF EXPENDITURE OVER REVENUE | | - | 1,091 | (1,091) |
| Accumulated Surplus, Beginning of Year | | | 361 | |
| Transfer of Surplus to Operating Reserve | | | (361) | |
| SURPLUS, END OF YEAR | | | \$ 1,091 | |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
GENERAL SECTION
SCHEDULES TO STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

| | | 2021 |
|--|----|-----------|
| <hr/> | | |
| 1. Taxes | | |
| Assessable property | | |
| Residential | \$ | 3,210,958 |
| Commercial | | 1,531,585 |
| Resource | | 6,690 |
| | | <hr/> |
| | | 4,749,233 |
| | | <hr/> |
| Business property | | |
| Based on Revenue (Aliant) | | 18,113 |
| | | <hr/> |
| | | 18,113 |
| | | <hr/> |
| Other | | |
| Sewer annual charge | | 1,096,348 |
| Deed Transfer tax | | 264,441 |
| | | <hr/> |
| | | 1,360,789 |
| | | <hr/> |
| | \$ | 6,128,135 |
| <hr/> | | |
| 2. Grants in lieu of taxes | | |
| Provincial government (DNR) | \$ | 235,195 |
| Property of supported institutions (TIR) | | 637 |
| Sewer | | 88,228 |
| Fire Protection (Museum) | | 5,019 |
| | | <hr/> |
| | \$ | 329,079 |
| <hr/> | | |
| 3. Sales of services | | |
| Parking meters | \$ | 44,050 |
| Transportation services | | 37,437 |
| Miscellaneous | | 20,877 |
| | | <hr/> |
| | | 102,364 |
| | | <hr/> |
| Recreational services | | |
| Admissions | | 19,958 |
| Rentals and concessions | | 136,064 |
| Rentals - School Board | | 31,369 |
| Grants | | 40,000 |
| Sundry | | 250 |
| | | <hr/> |
| | | 227,641 |
| | | <hr/> |
| | \$ | 330,005 |
| <hr/> | | |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
GENERAL SECTION
SCHEDULES TO STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

| | 2021 |
|---|-------------------|
| 4. Other revenues from own sources | |
| Licenses and permits | \$ 16,559 |
| Fines | 8,817 |
| Rentals | 249,007 |
| Interest on investments | 9,485 |
| Interest on taxes | 58,745 |
| Insurance Settlements | 802 |
| Miscellaneous including donations | 285 |
| | \$ 343,700 |
| 5. Unconditional transfers from other governments | |
| HST Offset Grant | \$ 24,097 |
| Equalization Grant | 50,000 |
| Farm Acreage | 109 |
| | \$ 74,206 |
| 6. Conditional transfers from Federal and Provincial Government and Agencies | |
| Federal government | |
| Canada Day Grant | \$700 |
| Gas Tax for MCCAP | - |
| Safe Restart Funds | 287,930 |
| Provincial governments and agencies | |
| Department of Labour and Advanced Education | - |
| Active Transportation Strategic Plan Grant | - |
| Emergency Measures Organization | 1,000 |
| | \$ 289,630 |
| 7. Conditional transfers from other local governments | |
| Municipal Fire District 1 and 2 Commission | |
| Fire protection reimbursements | \$ 155,066 |
| SSRSB Election Costs | - |
| | 155,066 |
| 8. OTHER TRANSFERS | |
| Prior Years Surplus | \$ 361 |
| Transfer from Operating , Water & Capital Reserves | 27,057 |
| | \$ 27,418 |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
GENERAL SECTION
SCHEDULES TO STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

| | | 2021 |
|--|----|-------------------|
| 9. General government services | | |
| Legislative | | |
| Mayor | | |
| Stipend | \$ | 9,100 |
| Councillors | | |
| Stipend | | 30,600 |
| Travel | | 11 |
| Other legislative services | | 5,604 |
| | | 45,315 |
| General administrative | | |
| Salaries and benefits | | 165,039 |
| Office buildings | | 54,159 |
| Legal and other professional services | | 15,497 |
| Financial management | | 33,049 |
| Interest on Capital Loan | | 1,105 |
| Tax rebates or exemptions (low income) | | 3,933 |
| Tax exemptions (Section 71 MGA) | | 35,287 |
| Transfer to Assessment Services | | 48,101 |
| Valuation allowance uncollectible taxes and miscellaneous receivables | | - |
| Other general administrative services | | 15,512 |
| | | 371,682 |
| Other general government | | |
| Election costs | | 33,262 |
| Insurance | | 7,667 |
| Grants to organizations and individuals | | 18,651 |
| Other general services | | 4,088 |
| | | 63,668 |
| | | \$ 480,665 |
| 10. Protective services | | |
| Police Protection | | |
| RCMP | \$ | 817,717 |
| By-Law Enforcement | | |
| Contracted Services | | - |
| Legal | | 6,992 |
| Supplies and expense | | - |
| Transfer to Correction Service | | 41,235 |
| | | 48,227 |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
GENERAL SECTION
SCHEDULES TO STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

| | 2021 |
|-------------------------------------|---------------------|
| 10. Protective services (cont'd) | |
| Fire protection | |
| Fire fighting force | 111,163 |
| Water supply and hydrants | 340,843 |
| Training | 10,556 |
| Fire stations and buildings | 67,461 |
| Fire fighting equipment | 94,215 |
| Other | 23,881 |
| | 648,119 |
| Emergency Measures Organization | 12,528 |
| Other | |
| Building Inspector and other | 32,042 |
| | \$ 1,558,633 |
| 11. Transportation services | |
| Common services | |
| Administrative | \$ 153,384 |
| General equipment | 112,870 |
| Small tools and equipment | 1,907 |
| Workshop, yards and other buildings | 12,391 |
| Workers' compensation | 11,420 |
| | 291,972 |
| Roads and streets | |
| Labour | 202,406 |
| Supplies | 30,041 |
| Street cleaning | 10,466 |
| Snow and ice control | 63,482 |
| Street and sidewalk maintenance | 70,273 |
| Interest on loans | 18,714 |
| Street lighting | 122,070 |
| Traffic services | 15,080 |
| Parking Meters | 9,441 |
| | 541,973 |
| | \$ 833,945 |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
GENERAL SECTION
SCHEDULES TO STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

| | 2021 |
|---|---------------------------------|
| <hr/> | |
| 12. Environmental health services | |
| Transfer to Capital Reserve for Solid Waste | |
| Landfill Closure/post closure costs | \$ - |
| Solid Waste Landfill costs | 149,730 |
| | <hr/> 149,730 <hr/> |
| Sewage collection and disposal | |
| Labour, benefits and supplies | 166,698 |
| Sewer lift stations | 73,856 |
| Sewage treatment plant | 638,328 |
| Interest on sewer loans | 23,849 |
| | <hr/> 902,731 <hr/> |
| Garbage and waste collection and disposal | |
| Collection contract and other | 219,547 |
| Interest on waste disposal loans | - |
| | <hr/> 219,547 <hr/> |
| | <hr/> \$ 1,272,008 <hr/> |
| 13 Public Health Services | |
| Public Health | |
| Cemetery | \$ 34,586 |
| Housing | |
| Deficit of Regional Housing Authority | 49,712 |
| | <hr/> \$ 84,298 <hr/> |
| 14. Environmental development services | |
| Environmental planning and zoning | |
| Salaries and benefits | \$ 92,599 |
| Advertising and other | 3,985 |
| Legal | 4,562 |
| | <hr/> 101,146 <hr/> |
| Community development | |
| Old Fire Hall | 29,329 |
| CNR station | 20,557 |
| Lunenburg Academy | 205,124 |
| Annex - 17 Tannery Road | 14,961 |
| Tourism - General | 12,594 |
| Strategic Planning | - |
| Communications | 10,356 |
| Visitors service centre | 12,207 |
| | <hr/> 305,128 <hr/> |
| | <hr/> \$ 406,274 <hr/> |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL STATEMENTS
GENERAL SECTION
SCHEDULES TO STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 2021

DRAFT

2021

15. Recreational and cultural services and education

Recreational facilities

Recreation

| | | |
|----------------------------------|----|---------|
| Salaries, wages and benefits | \$ | 334,963 |
| Administration | | 7,415 |
| Maintenance - fields and grounds | | 2,868 |
| Maintenance - community centre | | 27,024 |
| Maintenance - arena | | 112,452 |
| Small tools | | - |
| Program costs | | 7,329 |
| Parks and playgrounds | | 83,403 |
| Interest on capital loans | | 10,222 |

585,676

Cultural buildings and facilities

| | | |
|--|--|---------|
| Library - Local branch | | 39,368 |
| Transfer to Regional Library | | 18,600 |
| Heritage projects | | 110,208 |
| Capt. Angus J. Walters House Museum | | 7,812 |
| Other services and public celebrations | | 1,811 |

177,799

\$ 763,475

16. Fiscal services

Principal instalments

| | | |
|---------------------------------|----|---------|
| Interest on temporary borrowing | \$ | - |
| Debenture principal | | 403,439 |
| | | 403,439 |

Transfer to own reserves, funds and agencies

| | | |
|---|--|---------|
| Reserve fund - operating reserve | | 461,164 |
| Reserve fund - operating reserve safe restart | | 119,915 |
| Reserve fund - capital reserve | | 440,991 |
| General capital funds | | - |

1,022,070

Education

| | | |
|--|--|---------|
| Appropriation to Regional School Board | | 851,341 |
|--|--|---------|

\$ 2,276,850

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
STATEMENT OF OPERATING RESERVE FUNDS
YEAR ENDED MARCH 31, 2021

DRAFT

| | Streets, Sewers & Others | Recreation | Safe Restart | LAFF | Pro Kids | Operating Surplus Reserve | Region 6 Diversion Spec. Projects | 2021 |
|-------------------------------|--------------------------------|------------------|-------------------|------------------|------------------|---------------------------------|---|-------------------|
| Balance, beginning | \$ 81,708 | \$ 53,668 | \$ - | \$ 13,032 | \$ 16,768 | \$ 172,358 | \$ 2,372 | \$ 339,906 |
| Donations | - | - | - | 2,653 | - | - | - | 2,653 |
| Interest | 644 | 426 | - | 109 | - | 1,357 | 19 | 2,555 |
| Contributions, other | - | 1,000 | - | - | - | - | - | 1,000 |
| Transfer from Town General | 484,302 | - | 119,915 | - | 1,000 | 362 | - | 605,579 |
| Transfer (to) Town General | (12,782) | - | - | - | (375) | - | - | (13,157) |
| Transfer, other | - | - | - | - | - | - | - | - |
| | 472,164 | 1,426 | 119,915 | 2,762 | 625 | 1,719 | 19 | 598,630 |
| Balance, ending | \$ 553,872 | \$ 55,094 | \$ 119,915 | \$ 15,794 | \$ 17,393 | \$ 174,077 | \$ 2,391 | \$ 938,536 |

TOWN OF LUNENBURG
SUPPLEMENTARY FINANCIAL INFORMATION
STATEMENT OF CAPITAL RESERVE FUND
YEAR ENDED MARCH 31, 2021

DRAFT

| | Solid Waste Site Closure | Academy/ Other Equipment | Fire Equipment | Federal/Prov Gas Tax Funds | Provincial Capital Funds | Deed Transfer Tax | 2021 Total |
|---|--------------------------------|--------------------------------|-------------------|----------------------------------|--------------------------------|-------------------------|-----------------------|
| Balance, beginning | \$ 7,927 | \$ 395,569 | \$ 33,617 | \$ 638,219 | \$ 307,765 | \$ 498,573 | \$ 1,881,670 |
| Donations | - | 30,285 | 500 | - | - | - | 30,785 |
| Interest | 39 | 1,924 | 306 | 3,899 | 1,491 | 2,963 | 10,622 |
| Sale of Lands and Equipment | - | 246,769 | 40,001 | - | - | - | 286,770 |
| Deed transfer tax | - | - | - | - | - | 264,441 | 264,441 |
| Conditional transfers from Provincial government | - | - | - | 199,958 | - | - | 199,958 |
| Transfer from Town General | - | 161,549 | 15,000 | - | - | - | 176,549 |
| Transfer to Town Capital | - | (158,977) | - | (589,951) | (144,285) | (136,853) | (1,030,066) |
| Transfer from Water operating | - | - | - | - | - | - | - |
| Transfer, other | (3,057) | (5,100) | - | - | - | - | (8,157) |
| | (3,018) | 276,450 | 55,807 | (386,094) | (142,794) | 130,551 | (69,098) |
| BALANCE, ENDING | \$ 4,909 | \$ 672,019 | \$ 89,424 | \$ 252,125 | \$ 164,971 | \$ 629,124 | \$ 1,812,572 |

Document No:
Meeting: Council August 10, 2021
Circulate to: Council, BR, LD, KR
File: Budget 2020/21

MEMORANDUM

TO: TOWN COUNCIL

FROM: LISA DAGLEY, CPA, CGA - FINANCE DIRECTOR

DATE: JULY 28, 2021

RE: WATER UTILITY OPERATING YEAR END AND CAPITAL FUNDING FOR MARCH 31, 2021

1. FACTS

Finance staff have completed the Water Utility's year-end and our auditors have completed their audit field work. The Water Utility's draft unaudited financial statements have been completed and an Audit Committee meeting is scheduled for Sept. 23, 2021.

2. ISSUES AND OPTIONS ANALYSIS

The Water Utility had some unanticipated savings in the fiscal year which has resulted in additional funds being available for a reserve transfer (Schedule 1).

The additional amount is \$105,200 and staff are recommending these funds be used to replenish the Land Reserve. The Water Utility made a significant investment in water shed lands this past year which used all the Land Reserves on hand at the time. Council's approval is required for the additional \$105,200 Land Reserve transfer as it was not included in the approved 2020/21 budget.

After the Land Reserve transfer the Utility will have a modest surplus of \$445 for the year. The retained earnings will close at \$253,182 which is sufficient for the financial health of the Water Utility.

The Utility completed \$292,778 of capital expenditures (Schedule 2). The capital expenditures have been funded from Depreciation, Future Capital and Land Reserves as previously approved by Council.

The Utility's March 31, 2021 reserve balances are summarized on Schedule 3, the Utility's 10-year Capital Budget equals \$3.99M.

3. FINANCIAL IMPACT

As per above.

4. STRATEGIC PLAN RELEVANCE

Servicing and Facilities: Direction to ensure efficient infrastructure, and that municipal facilities are properly managed and maintained for future use.

5. RECOMMENDATION AND DRAFT MOTION

It is recommended that Council approve the following draft motion:

Draft Motion:

For the fiscal year ended March 31, 2021 that the Water Utility transfer an additional \$105,200 to its Land Reserve.

Attachments - 3

Acknowledged only by:

Bea Renton
CAO

TOWN OF LUNENBURG
WATER UTILITY OPERATING FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED MARCH 31, 2021

Schedule 1 - Page 1

DRAFT

| | 2021 | | Variance |
|--|------------------|-------------------|------------------|
| | Budget | Actual | |
| Operating Revenue | | | |
| Metered sales | \$ 534,000 | \$ 517,644 | \$ 16,356 |
| Flat rate sales | 661,500 | 665,206 | (3,706) |
| Public fire protection | 340,800 | 340,843 | (43) |
| Sprinkler service | 6,600 | 6,800 | (200) |
| Other | 11,100 | 12,122 | (1,022) |
| Total Operating Revenue | 1,554,000 | 1,542,615 | 11,385 |
| Operating Expenditure | | | |
| Source of supply (page 2) | 109,900 | 29,398 | 80,502 |
| Pumping (page 2) | 56,100 | 46,029 | 10,071 |
| Water treatment (page 2) | 313,350 | 309,447 | 3,903 |
| Transmission and distribution (page 2) | 225,400 | 155,477 | 69,923 |
| Administrative and general (page 2) | 435,450 | 393,891 | 41,559 |
| Depreciation | 287,400 | 296,099 | (8,699) |
| Taxes | 43,500 | 42,968 | 532 |
| Total Operating Expenditure | 1,471,100 | 1,273,309 | 197,791 |
| Net Operating Revenue | 82,900 | 269,306 | (186,406) |
| Non-operating Revenue | | | |
| Interest earned | 5,000 | 2,693 | 2,307 |
| Grants from Province of Nova Scotia | 7,000 | 8,912 | (1,912) |
| Miscellaneous | 80,500 | - | 80,500 |
| | 92,500 | 11,605 | 80,895 |
| Non-operating expenditure | | | |
| Interest charges - short term | - | 22 | (22) |
| Debt charges | | | |
| Principal | 40,750 | 40,750 | - |
| Interest and discount | 18,650 | 18,494 | 156 |
| Transfer to capital fund | 20,000 | 20,000 | - |
| Transfers to Reserve | | | |
| Reserve for land purchases | 5,000 | 110,200 | (105,200) |
| Reserve for Membrane Replacement | 26,000 | 26,000 | - |
| | 110,400 | 215,466 | (105,066) |
| Net Non Operating Revenue (Expenditure) | (17,900) | (203,861) | 185,961 |
| Excess of revenue over expenditure | \$ 65,000 | 65,445 | (445) |
| Surplus, beginning of year | | 252,737 | |
| Transfer to Town General | (65,000) | (65,000) | |
| Surplus, end of year | | \$ 253,182 | |

TOWN OF LUNENBURG
WATER UTILITY OPERATING FUND
SCHEDULES TO STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED MARCH 31, 2021

Schedule 1 - Page 2

DRAFT

| | 2021 | | Variance |
|--|------------|------------|-----------|
| | Budget | Actual | |
| Source of supply | | | |
| Supervision and engineering | \$ 97,450 | \$ 17,335 | \$ 80,115 |
| Operation labour | 4,450 | 4,736 | (286) |
| Maintenance of plant | 8,000 | 7,327 | 673 |
| | \$ 109,900 | \$ 29,398 | \$ 80,502 |
| Pumping | | | |
| Supervision and engineering | \$ 16,450 | \$ 16,289 | \$ 161 |
| Operation labour | 4,850 | 3,073 | 1,777 |
| Power | 25,000 | 25,551 | (551) |
| Maintenance | 9,800 | 1,116 | 8,684 |
| | \$ 56,100 | \$ 46,029 | \$ 10,071 |
| Water treatment | | | |
| Supervision and engineering | \$ 22,950 | \$ 17,296 | \$ 5,654 |
| Operation labour | 86,200 | 81,381 | 4,819 |
| Supplies and expenses | 180,200 | 180,633 | (433) |
| Maintenance of structures and improvements | 24,000 | 30,137 | (6,137) |
| | \$ 313,350 | \$ 309,447 | \$ 3,903 |
| Transmission and distribution | | | |
| Supervision and engineering | \$ 61,900 | \$ 62,062 | \$ (162) |
| Operation labour | 11,100 | 2,994 | 8,106 |
| Maintenance of reservoirs | 16,200 | 10,762 | 5,438 |
| Maintenance of mains | 43,200 | 13,569 | 29,631 |
| Maintenance of other distribution plant | 32,350 | 25,494 | 6,856 |
| Stores expenses | 48,650 | 32,282 | 16,368 |
| Transportation expenses | 12,000 | 8,316 | 3,684 |
| | \$ 225,400 | \$ 155,479 | \$ 69,921 |
| Administration and general | | | |
| Supervision | \$ 38,700 | \$ 39,015 | \$ (315) |
| Salaries and wages | 227,700 | 216,855 | 10,845 |
| Consumer billing and accounting | 61,050 | 52,624 | 8,426 |
| General office expenses | 41,300 | 27,614 | 13,686 |
| Insurance | 26,000 | 25,021 | 979 |
| Audit/legal/communication | 34,800 | 26,790 | 8,010 |
| Regulatory expenses | 1,600 | 1,672 | (72) |
| Rent | 4,300 | 4,300 | - |
| | \$ 435,450 | \$ 393,891 | \$ 41,559 |

Capital Status Report for the Year Ended March 31, 2021

| WATER UTILITY | Project | Budget | YTD Actual | Under/(Over) Budget |
|---|---|-----------|------------|------------------------|
| General | | | | |
| | New Services | \$7,000 | \$3,449 | \$3,551 |
| <i>Comment:</i> | Completed as required. | | | |
| | Replacement Hydrants | \$10,000 | \$0 | \$10,000 |
| <i>Comment:</i> | Hydrants purchased during the year are held in inventory and capitalized when installed. | | | |
| | Replacement Meters | \$5,000 | \$5,359 | (\$359) |
| <i>Comment:</i> | Completed as required. | | | |
| Distribution Mains | | | | |
| | Water and Wastewater System & GIS Development (includes all underground infrastructure) | \$50,000 | \$0 | \$50,000 |
| <i>Comment:</i> | Projected carried forward to fiscal 21-22 to be completed. | | | |
| Building Improvements & Construction | | | | |
| | Chlorinator | \$70,000 | \$0 | \$70,000 |
| <i>Comment:</i> | Projected not carried out in fiscal 20-21, has been re-budgeted over 21-22 and 22-23. | | | |
| | Road Improvement-Intake House | \$10,000 | \$7,236 | \$2,764 |
| <i>Comment:</i> | Project completed under budget. | | | |
| | Pump House-Dares Lake Interior Steel Repair/Gutters | \$4,000 | \$2,683 | \$1,317 |
| <i>Comment:</i> | Project completed under budget. | | | |
| | WTP-Paint and Reseal 2 Roof Vents | \$7,500 | \$6,189 | \$1,311 |
| <i>Comment:</i> | Project completed under budget. | | | |
| | Geotechnical Investigation(Dam/Spillway) | \$15,000 | \$0 | \$15,000 |
| <i>Comment:</i> | Carry-over project to span fiscal 20-21 and 21-22, all costs will be included when project is complete in fiscal 21-22. | | | |
| | Downstream channel assessment, hydrologic/hydraulic modelling, field surveys | \$17,500 | \$0 | \$17,500 |
| <i>Comment:</i> | Carry-over project to span fiscal 20-21 and 21-22, all costs will be included when project is complete in fiscal 21-22. | | | |
| | Design of Dam and downstream channel rehabilitation, approvals | \$30,000 | \$0 | \$30,000 |
| <i>Comment:</i> | Carry-over project to span fiscal 20-21 and 21-22, all costs will be included when project is complete in fiscal 21-22. | | | |
| Land | | | | |
| | Watershed Lands | \$243,100 | \$243,100 | \$0 |
| <i>Comment:</i> | Capital addition during fiscal 20-21, completed. | | | |
| Furniture & Equipment | | | | |
| | Half Ton Truck (1) | \$25,000 | \$24,762 | \$238 |
| <i>Comment:</i> | Purchase completed under budget. | | | |

Total Capital Expenditures for 20-21

\$292,778

Capital Funding:

Depreciation Reserve

\$49,678

Land Reserve

\$132,400

Future Capital Reserve

\$110,700

\$292,778

WATER UTILITY CAPITAL RESERVE
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED MARCH 31, 2021

DRAFT

| | General and equipment | Land | Depreciation Funds | 2021 Total | 2020 Total |
|--------------------------|--------------------------|------------|-----------------------|---------------|---------------|
| Balance, beginning | \$ 709,680 | \$ 126,786 | \$ 1,439,480 | \$ 2,275,946 | \$ 1,961,287 |
| Interest | 4,504 | 613 | 9,534 | 14,651 | 36,320 |
| Transfer from operations | 46,000 | 110,200 | 296,099 | 452,299 | 433,809 |
| Transfer to capital | (110,700) | (132,399) | (49,679) | (292,778) | (155,470) |
| | (60,196) | (21,586) | 255,954 | 174,172 | 314,659 |
| Balance, ending | \$ 649,484 | \$ 105,200 | \$ 1,695,434 | \$ 2,450,118 | \$ 2,275,946 |



c/o Lunenburg Marine Museum Society
112 Montague St.
Lunenburg, NS, B0J 2C0
communications@bluenose2.ca
902-634-8483

Town Clerk
Town of Lunenburg
119 Cumberland St., P.O. Box 129
Lunenburg, NS, B0J 2C0

July 30, 2021

Attn: Bea Renton, Town Clerk

Re: Request for Exemption to Noise By-Law

On behalf of the Bluenose 100 committee we are requesting and exemption to the town noise by-law for the following activity.

August 24 & 25, 2021 we are planning to run "old movies" at the Fisheries Museum Of the Atlantic Waterfront from 8 – 10 pm nightly. This will involve a small sound system to broadcast from and while it won't be loud, we hope that the guests on balconies across the street will also be able to enjoy these free movies. I have attached site plans for your information.

The movies support 2 days of activities celebrating Bluenose 100 and the visit of the Snowbirds to perform on August 25 over Lunenburg Harbour.

We have just made the decision to move forward on these plans so we apologize for short notice. Thank you for your consideration and hope to receive a positive response back at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'Wendy D. Levy', written in a cursive style.

Wendy D. Levy
Event Manager
Bluenose 100
wendy@innovativeplanning.ca
902-499-7909

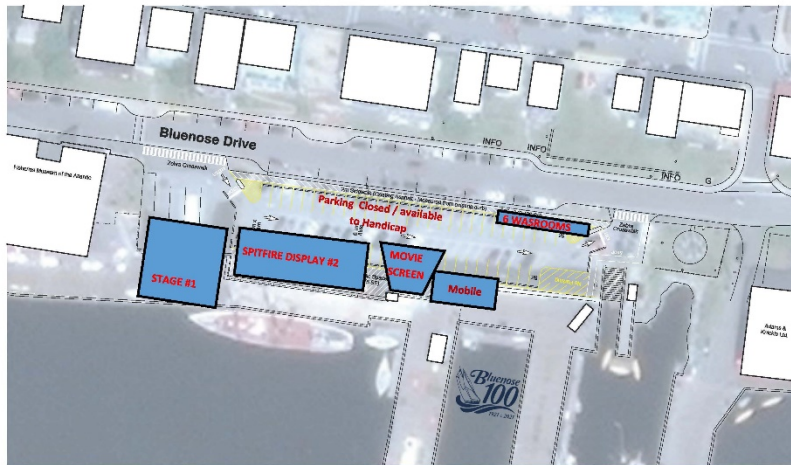
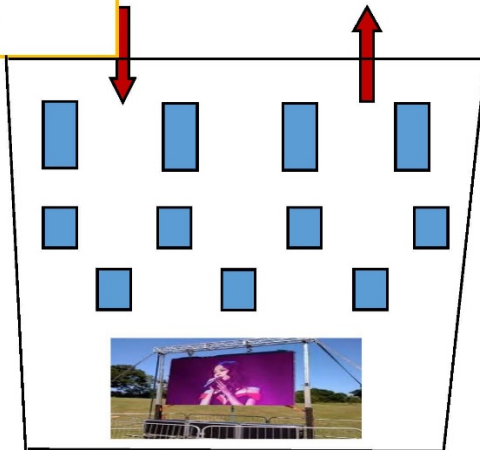
cc Alan Creaser, Chair of Bluenose 100
Emily Sollows, Director of Communications, Bluenose II
Penny Zwicker, Events & Marketing, Fisheries Museum of the Atlantic



c/o Lunenburg Marine Museum Society
 112 Montague St.
 Lunenburg, NS, B0J 2C0
communications@bluenose2.ca
 902-634-8483

- 30'x60'x60' fenced in display area
- Volunteer at access points will wear masks
- Covid signage at access points and sanitizing station
- Volunteers will sanitize tables between guests
- 4 tables by 8 / 7 tables of 4
- Display staff will wear masks

#3 Activity—Movie Screen
 Tuesday, August 24th, 8—10pm
 Wednesday, August 25th, 8—10 pm



Schedule "A"

TOWN OF LUNENBURG
SPECIAL EVENT/FESTIVAL/PARADE APPLICATION FORM

Please complete all sections of this Application and return to:

Town of Lunenburg
119 Cumberland Street
P.O. Box 129
Lunenburg, Nova Scotia B0J 2C0

1. Name of Special Event/Race/Festival/Parade/etc. ("Event"):
StreetFest 2021

2. Name of organization hosting/planning event:
Lunenburg Board of Trade

3. Type of organization: (please give tax number if applicable)

- Athletic
Special Interest Group
Community Non-profit
Commercial (private sector)
Religious
Political
Charitable
Incorporated Society
Other [] Please Specify

4. Key contact for event:

Name: Renea Babineau
Address: 11 Blockhouse Hill Rd
Postal Code: b0j 2c0
Phone No.: 902 830 0369 (H) 902 634 3170 (O) (F)

Secondary contact for event:

Name: Jamie Myra
Address: 11 Blockhouse Hill Rd
Postal Code:
Phone No.: 902 212 0048 (H) 902 634 3170 (O) (F)

5. Name and main theme of event:

StreetFest 2021 - Summer street fair

6. (A) Main activities of event:

Live Music, Sidewalk Sales, Food and Beverage, Kids Activities

(B) For parade approval please review, complete and return the attached Parade Safety Requirements document:

- Yes this is for parade approval and we have attached the completed Parade Safety Requirements document; or
- No parade.

7. Objectives of event in order of priority:

Increased sales for local business, increased tourism

8. Date(s) and times to held:

August 14th, 10am-4pm Rain Date August 15th

9. Please identify the frequency of this event:

| | | | |
|----------|-------------------------------------|------------------------|--------------------------|
| Annual | <input checked="" type="checkbox"/> | One time only | <input type="checkbox"/> |
| Biennial | <input type="checkbox"/> | Other (Please specify) | <input type="text"/> |

10. Locations/Route of event (please include site maps or route plan):

Lincoln St, from Kaulbach to King - Including parking lot on Lincoln St. across from the Post Office. Use of green space next to Dollar Store for live music.

Site Map attached.

11. Insurance requirements: The Town of Lunenburg requires that event organizers, whether all or part of the event takes place on or passes over the Town of Lunenburg public property, during setup, the event, and/or break-down, carry third party liability insurance at a level of not less than \$2,000,000.00 per incident. The Town of Lunenburg shall be named as "Additional Insured", and where liquor shall be served as part of the event, additional liquor liability insurance shall be obtained. A certificate of all insurance concerning this coverage shall be forwarded to the Town Manager/Clerk of the Town of Lunenburg, at least 7 working days before the event start date. Please describe your insurance coverage and attach relevant documents.

COI attached.

12. Will you require Town Services? If so, please describe:

- 1. Closure of the three blocks of Lincoln St, including parking lot from Friday evening until Saturday at 4pm.
- 2. Extra garbage/recycling bins placed in the closure area
- 3. Turn on electrical box located in parking lot on Friday evening.

13. Are you requesting that these Town services be donated free of charge? If so, please detail:

Yes. As in previous years, the town's support would help ensure this event draws many visitors and showcases Lunenburg's unique draw.

14. Please note any additional information below you feel would be helpful.

(Please Note: Your request for approval of this event and/or a donation will be considered by the Lunenburg Town Council at their next meeting.)

FOR OFFICE USE ONLY

Application received by: _____

Date application received: _____

Date Council considered application: _____

Decision of Council:

Special Event Permit Approved

Special Event Permit Denied

Conditions of Special Event Permit:

Term of Special Event Permit:

Fees or Service Charges for Town Work:



TOWN OF LUNENBURG SPECIAL EVENT PERMIT APPLICATION

PARADE SAFETY REQUIREMENTS

For the safety of all Parade participants and the general public, the Town of Lunenburg has developed the following Parade Safety Requirements (PSR). The PSR are based on the Province of Nova Scotia Department of Transportation and Infrastructure Parade standards. The PSR forms part of the Town's Special Event Permit Application (Schedule "A") approval process and must be signed and agreed to by the Parade Organizer as noted at the end of this document.

Parade Organizers and participants must adhere to the PSR. Failure to comply may result in Parade organizers and/or participants from hosting or entering any future Parades in the Town of Lunenburg.

It is a further PSR requirement that each Parade float, vehicle, oxen and/or horse owner Parade participant sign and agree to the attached Waiver document attached as Schedule "B" to this document.

DEFINITIONS:

- a. "CSA" means the Canadian Standards Association.
- b. "Float" means a vehicle, trailer or other apparatus with a platform used to carry an exhibit in a Parade.
- c. "Parade" means a public procession, march, etc. celebrating a special day or event which may include floats, marching bands, etc.
- d. "Parade Organizer" is the individual or incorporated society or company assuming responsibility for the Parade, its planning and related arrangements.
- e. "PSR" means Parade Safety Requirements as set out in this document.
- f. "RCMP" means Royal Canadian Mounted Police.
- g. "REMO" means the Lunenburg County Regional Emergency Measures Organization.

REQUIREMENTS:

1. No throwing of objects, etc. during Parades
 - Throwing of candy, promotional materials or any other object, including water, is prohibited during a Parade.
 - Spectators are not allowed to throw anything at the Parade itself, including individual participants and Parade floats.
 - Individual Parade participants may walk in a Parade and distribute approved items person-to-person without disrupting the Parade flow.
 - A Parade is not a fundraising opportunity for Parade participants to directly solicit business or donations during the Parade.

2. Vehicles and Floats

- All Parade vehicle and float entries must register with the Parade organizer one week in advance and provide the following information which shall be shared with the Town Traffic Authority and RCMP:
 - Valid NS Driver's License for the driver of each vehicle entered into the Parade. No novice drivers (License for two years or less) shall be permitted to operate a vehicle or float in the Parade.
 - Valid registration for all vehicles, including trailers entered in the Parade.
 - Current insurance documents for all vehicles, including trailers entered in the Parade. Anyone driving a vehicle or float in the Parade must notify their automobile insurer that they are participating in the Parade and provide a certificate of insurance one week in advance to the Parade Organizer adding the Parade Organizer and the Town of Lunenburg as additional insureds.
- Failure to provide this information one week in advance of the Parade may result in the late entry not being permitted in the Parade.
- RCMP will be on site to verify that drivers and insurance match the vehicles entered.
- All Parade entries are subject to approval by on-site personnel.
- Float trailers must be securely attached to the towing vehicle in compliance with Provincial Trailer Couplings and Other Safety Devices Regulations.
- Drivers of Parade entries must have unimpeded vision to the front and sides of the vehicle and float.
- All Parade entries must be a maximum of 4.15 m from the ground to the highest point on the entry.
- Participants riding on floats must remain securely seated or the perimeter of the float must be surrounded by a secure guardrail. The guardrail must be constructed such that participants cannot easily pass over or through it. The top rail must be a minimum of 1 m meter above the walking surface float deck.
- Float drivers and participants must have rapid means of escape in an emergency. No person shall be fastened to the float in a manner which interferes with them exiting the float quickly in such an emergency.
- Participants are not permitted to be transported to or from the Parade on a float; but rather, shall access the float at the designated Parade marshalling area before the start of the Parade.
- All vehicle and float entries must have adult (18 years of age or older) spotters at walking on EACH side of a vehicle and float. The spotters will walk behind the last set of wheels to prevent someone from coming into contact with moving vehicles and floats. If the registered weight of a trailer or vehicle exceeds 4500 kg, there must be an adult spotter at each axle group behind the front axles and on both sides of the Parade entry. All spotters are present strictly for safety purposes and therefore must not be performing other functions in the Parade or engaged in distributing or collecting items along the Parade route.
- Participants riding in Parade vehicles are not permitted to sit on the roof, hood, trunk lid or in the case of a convertible, on the body of the vehicle.

3. Animals and Livestock

- All Parade entries with live animals must have at least one adult (18 years of age or older) handler per animal.
- All live animals shall be at or near the end of the Parade.
- Any Parade entries with live animals must immediately clean up after their animals.
- No stopping along the Parade route for spectators petting or playing with animals shall be allowed. Entrants must keep pace with the Parade.
- Oxen and horse Parade entries require \$2,000,000 liability insurance coverage evidenced by copies of a Certificate of Insurance with the Parade Organizer and Town of Lunenburg noted as additional insureds.

4. Parade Route Approvals and Compliance

The event must only take place on the route indicated and approved by Lunenburg Town Council as indicated on the Town of Lunenburg Special Event/Parade Application Form (Schedule "A" attached).

The Parade Organizer is responsible for obtaining separate permission to hold event on any Provincial roads the Parade will also be held on.

The Parade Organizer is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of Town roads impacted by the Parade. All spectators must be kept off the travelled portion of the road and safely away from the moving Parade entries by the Parade Organizer.

The Town streets on which the Parade is taking place must be closed to all other traffic one hour before the Parade by the Parade Organizer in consultation with the Town's Traffic Authority and RCMP. Appropriate measures to reroute traffic away from the Parade is also the responsibility of the Parade Organizer.

Parade marshalling and dispersal activities shall be conducted off Town streets in a location set out in the Town Of Lunenburg Special Event/Parade Application Form (Schedule "A") as approved by Lunenburg Town Council, unless the streets are closed as approved by Council to ensure the safety of all participants.

5. General Parade Safety Requirements

- The Parade Organizer shall have a written safety plan and an emergency response plan to address unexpected emergencies which shall be provided to the Traffic Authority and RCMP one week before the Parade.
- All Parade participants and spectators are expected to perform courteously, respectful of the community and with safety in mind at all times during the formation, execution and dismissal of the Parade.
- The Parade Organizer and the Town of Lunenburg reserve the right to refuse entry to any group deemed unsuitable to the Parade.
- Smoking or the consumption of alcohol or any other controlled substance that may cause the impairment of Parade participants is not allowed.

- All Parade entries will maintain a safe and consistent distance from the entry in front of them. Marching bands and other performing or walking groups are not to unduly delay the Parade.
- Parades entries shall have no open flames.
- Only CSA approved generators are permitted on floats which shall be operated in accordance with manufacturer instructions and have an appropriate fire extinguisher readily available.
- Each float must have a current ABC fire extinguisher on board, which may also be used as the fire extinguisher for the generator as noted above if of the appropriate classification.
- Parade marshals and spotters are required to ensure no spectators enter the Parade route while the Parade is in motion.
- A reliable means of communication (e.g. cell phones, radios, walkie-talkies) will be used for communication between RCMP, Parade Organizers, and any other personnel involved in the safeguarding of the Parade. Through the REMO Coordinator, radios can be requested from the RCMP with one month's notice.
- Once the Parade begins, unauthorized persons will not be allowed to enter the Parade by the Parade Organizer. Nor may a Parade participant leave a float or vehicle until the Parade is safely concluded without the authorization of the Parade Organizer or RCMP.
- It is the driver and float organizer's responsibility to ensure that all individuals are securely seated, and children are supervised. All passengers must be seated while the vehicle or float is in motion.
- Parade participants must be a minimum of six years of age and all participants under the age of ten years of age must at all times be supervised by an adult at the ratio of a maximum of two children to one adult.
- No children under the age of ten years shall be on a Parade float.
- The Parade Organizer shall require each Parade float, vehicle, oxen and horse participant to sign the attached Parade Waiver and Registration Form.
- The Parade Organizer further agrees to comply with any applicable Provincial or Federal government Parade safety requirements.

PARADE ORGANIZER AGREEMENT:

By signing below the Parade Organizer hereby agrees to comply with the above noted Town of Lunenburg Parade Safety Requirements and Special Event Permit (Schedule "A") and will educate and ensure all entrants adhere to same. It is further agreed by the Parade Organizer that if they fail to comply with them they may be prohibited from hosting and/or entering in this or any future Parades in the Town of Lunenburg and be subject to potential liability.

Name of Parade Organizer(s): _____

Signature of Parade Organizer(s): _____

Date: _____

**Parade Float, Vehicle and Animal
Parade Participant/Owner Waiver Form**

I/we _____ hereby release the _____ (Parade Organizer), the Parade committee and volunteers, Parade sponsors and the Town of Lunenburg from any and all claim for damages which may occur to me at any time hereafter in favour of myself, my heirs, representatives, or dependents, against said parties, its officers and members, which may be suffered by me or any of them because of any matter, thing, condition, negligence, or default, or any person whatsoever, or the said parties

I/we further acknowledge and accept to be bound by the attached Parade Safety Requirements of the Town of Lunenburg a copy of which has been provided to me as attached. I acknowledge that if I fail to comply with any of these Parade Safety Requirements I may be prohibited from entering in this or any future Parades in the Town of Lunenburg and subject to liability.

Parade Entrant Name: _____

Signature: _____

Group or Company Name: _____

Contact Number: _____

Contact Email: _____

Parade Vehicle and Float Description: _____

Length of float: _____

Number of axels on float and/or vehicle: _____

Do you have a generator on the float? Yes No

Do you have an ABC fire extinguisher for the float and generator? Yes No

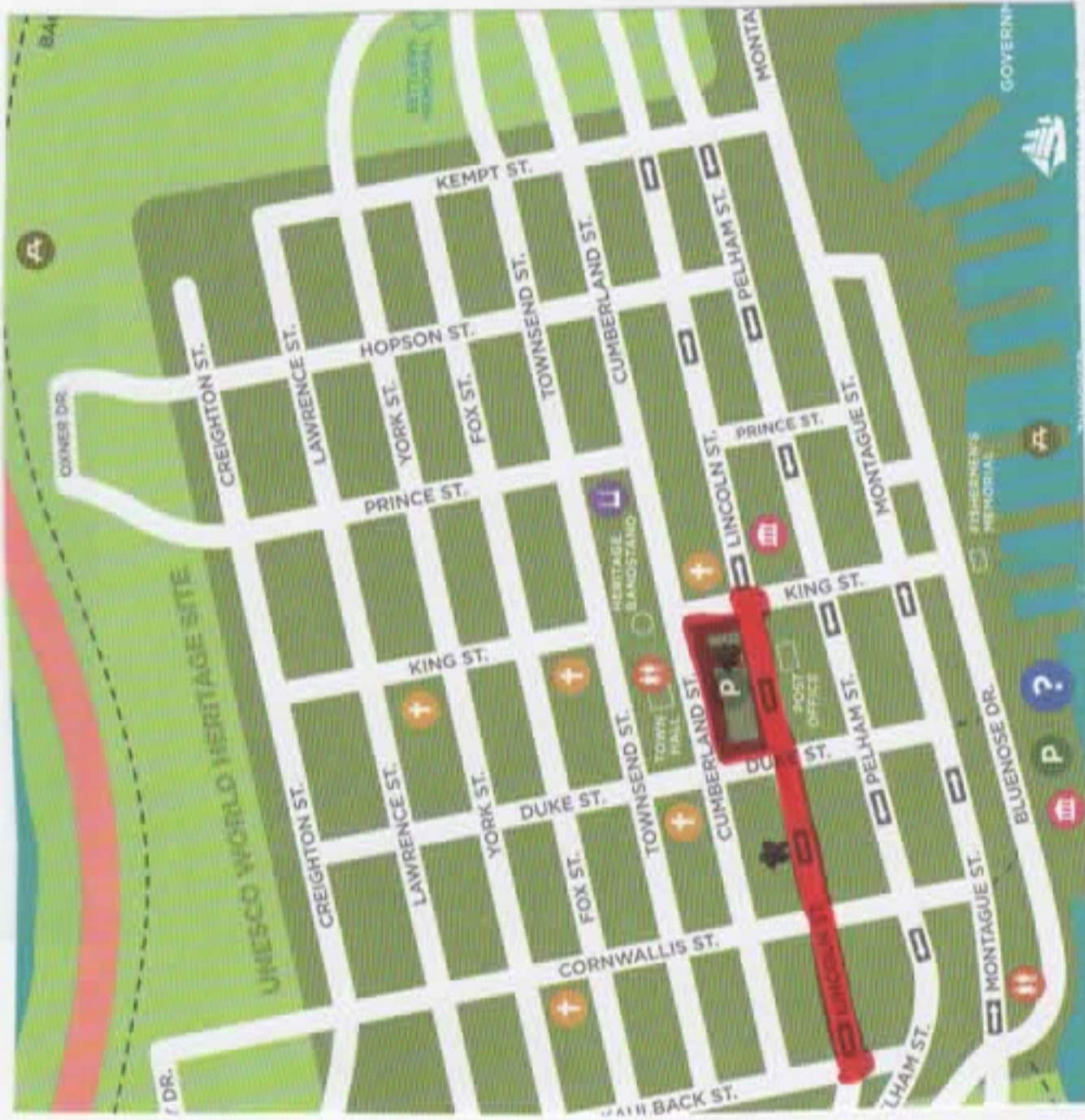
Will you have spotters? Yes No How many? _____

Will you enter livestock or other animals? Yes No How many? _____

Horse Oxen Other _____ (please describe)

Please attach the following additional information and documentation:

- Copy of front and back of the Driver's Licence for the driver of each vehicle
- Copy of valid registration for all vehicles, including trailers entered into the Parade.
- Copy of insurance documents for all vehicles, including trailers entered into the Parade.
- Certificate of insurance for \$2.0 million liability insurance for any livestock/horse entries naming the Town of Lunenburg and _____ (Parade Organizer) as additional insureds.



- Closure area
- garbage cans

We would ask that the streets/ parking lot be closed on Friday evening (August 13th) to prevent people from parking there prior to the event start.

StreetFest 2021

Ann Covey

Subject: 9 (f) Coun Aug 10 21 Request of Salt Box Brewery for a Noise Bylaw Exemption**From:** Andrew Tanner <andrew@saltboxbrewingcompany.ca>**Date:** August 4, 2021 at 1:30:33 PM ADT**To:** Bea Renton <brenton@explorelunenburg.ca>**Cc:** Matt Risser <MRisser@explorelunenburg.ca>**Subject:** Agenda Item Request for August 10 Town Council Meeting

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST.

Bea, thank you for taking my phone call today and for the discussion around the Long Weekend at Lightship Concert Series.

As I noted, we have one more of these planned for this season, Labour Day weekend, with more big name artists, sure to attract more visitors to Lunenburg.

This past weekend, the concerts brought 1000 people into town, spending dollars at restaurants and hotels as well as other businesses, after a very difficult year for all. Other than the night of August 2, these shows ended just after dusk. August 2 went later than we planned, due to rain all day, which then delayed sound checks, amounting to later performances. Not our intention of course. We have had conversations with several of the residents who live nearby Lightship, all very supportive of these two events.

For the Labour Day shows, we are asking for an extension of performances to 10 pm. We feel this is reasonable, given the very occasional nature of these events. We do not plan on any further shows until 2022, again most likely focusing on these two weekends.

While we are new to Lunenburg, we are doing our very best to be a great corporate citizen. As you may know, we are contributing a portion of all Bluenose 100 can sales to the Bluenose 100 organization to ensure the continued promotion of that iconic vessel. We financially support the Canadian Dory Racing Association and host weekly rowing events at Lightship, which is helping to promote and expand their organization.

I ask that you consider this request to be added to the August 10 agenda, so that we may present our case to Council, asking for an extension of performance time for these upcoming shows. I'm attaching a pic from last night, which has been circulating social media, tagging the Town of Lunenburg as THE place to visit.

I look forward to hearing back from you.

Best Regards,

- Andrew

Andrew Tanner, Founder
Saltbox Brewery
363 Main Street, Mahone Bay, NS
saltboxbrewingcompany.ca
c: 9025290081

