



Notice: Council meetings are held in person at Town Hall. Members of the public can attend meetings in person or view meetings through the Zoom livestream. Recordings of all meetings are available on the Town's website. To livestream this meeting starting at 6 pm, use this Zoom link:

<https://us06web.zoom.us/j/88956545878>

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

Draft motion: Moved and seconded that Council approve the agenda for the May 23, 2023 meeting as presented.

4. APPROVAL OF MINUTES

Draft motion: Moved and seconded that Council approve the minutes of the May 9, 2023 meeting as presented.

5. PUBLIC HEARINGS, PRESENTATIONS AND QUESTIONS

5.1 RCMP Quarterly Report

6. CORRESPONDENCE, PETITIONS AND PROCLAMATIONS CONSIDERATION

6.1 Access Awareness Week 2023 – Ellen Johnson, Accessibility Coordinator

Draft motion: Moved and seconded that Council proclaim May 28 – June 3, 2023 as Access Awareness Week in the Town of Lunenburg; and that Council approve flying the Access Awareness Week flag at the UNESCO Monument Flagpoles during this week at the UNESCO Monument Flagpoles.

6.2 Request to participate in creation of a new Vending By-law – Lunenburg Board of Trade

7. BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

7.1 Film Policy – Decision

Draft motion: Moved and seconded that Council repeal and replace Policy #92 Filming

Guidelines with the new Film Policy as presented.

8. COMMITTEE MEETING MINUTES, RECOMMENDATIONS, REPORTS & NOTICES OF MOTION

9. NEW BUSINESS

9.1 Old Town Lunenburg State of Conservation Report 2023

Draft motion: Moved and seconded that Council endorse the 2023 Old Town Lunenburg State of Conservation Report as presented and direct staff to send it to Parks Canada's International Affairs Team.

9.2 2023 Heritage Recognition Awards

Draft motion: Moved and seconded that Council award 2023 Heritage Recognition awards to the owners of 10 Sawpit Road, 114 York Street and 37 Tannery Road following the Heritage Advisory Committee's recommendation.

9.3 Development Officer Appointment

Draft motion: Moved and seconded that Council appoint Lauren Isabelle as a Development Officer for the Town of Lunenburg per Section 243 of the Municipal Government Act.

9.4 Provincial Funding Applications

Draft motion: Moved and seconded that Council direct staff to apply for funding from the Beautification and Streetscaping Program; and

That Council direct staff to apply for funding from the Provincial Capital Assistance Program.

9.5 Water System Assessment Report

Draft motion: Moved and seconded that Council approve adding \$15,645 (including HST) to the Water Utility Capital Budget for a Water System Assessment Report, and that this expenditure be funded through the Water Depreciation Reserve.

10. ADJOURNMENT

TOWN OF LUNENBURG
COUNCIL MEETING MINUTES
 May 9, 2023 | 6 pm
 Lunenburg Town Hall – Council Chamber



Present	Acting Mayor Peter Mosher, Councillors Stephen Ernst, Ed Halverson, Jenni Birtles, Melissa Duggan and Susan Sanford
Also present	Jamie Doyle, Chief Administrative Officer Kayla Byrne, Municipal Clerk Kathleen Rafuse, Accountant Tyson Joyce, Director of Public Works Arthur MacDonald, Director of Community Development Hilary Grant, Senior Planner/Heritage Officer Michael Best, Communications Manager Devin Casario, Economic Development and Funding Manager Thom Barclay, Friends of Blockhouse Hill
Call to Order	The Acting Mayor called the meeting to order at 6 p.m.
Land acknowledgment	The Acting Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people. <p style="text-align: right;">Motion carried unanimously</p>
Approval of Agenda	Moved and seconded that Council approve the agenda for the May 9, 2023 meeting.
Approval of Minutes	Moved and seconded that Council approve the minutes of the April 25, 2023 meeting as presented. <p style="text-align: right;">Motion carried unanimously</p>
Friends of Blockhouse Hill Presentation	Council received a presentation from the Friends of Blockhouse Hill, a local volunteer group created in opposition of the potential development of Blockhouse Hill. The presentation requested that Council pause both proposed developments of Blockhouse Hill and upper King Street, citing, among other reasons, that more public consultation be conducted. Councillors asked some clarifying questions.

Staff indicated they are reviewing the submissions received for the recent Blockhouse Hill development Request for Proposal (RFP). It was also noted that once a vendor is selected the Town will have a better understanding of what is possible for a potential development at Blockhouse Hill. Once some potential designs have been created, the designs will be presented and there will be public engagement opportunities.

Mayor Risser's
Official Resignation

Council received Mayor Risser's official resignation. Councillors thanked Mr. Risser for his contributions to the Town and Council.

Electric Utility
Options

Council received a letter from the members of AREA, a municipally owned company for Nova Scotia municipal electric utilities. The letter expressed the organization's support for the Town as it pursues a process to realize the maximum value of the Town's Electric Utility.

Workplace
Harassment
Prevention Policy

Moved and seconded that Council approve the Workplace Harassment Prevention Policy as presented.

Motion carried unanimously

Committee
Minutes, Reports &
Notices of Motion

None.

2023/24 Operating
Budget

Council invited input from the public on the proposed budgets. Council heard from eight members of the public, most of whom expressed their opposition to the proposed budget.

After hearing input from the public, Council made the following motion:

Moved and seconded that Council approve the 2023/24 operating budget as presented in the amount of \$9,902,620.

Motion carried unanimously

Water Utility
Operating Budget

Moved and seconded that Council approve the 2023/24 Water Utility operating budget as presented in the amount of \$1,718,100.

Motion carried unanimously

Film Policy

Councillors asked some clarifying questions with respect to the proposed fee structure included in the draft policy.

Moved and seconded that Council give notice that it may repeal and

replace Policy #92 Filming Guidelines with the draft Film Policy as presented, and that the draft Film Policy be considered for approval at the May 23, 2023 regular meeting.

Motion carried unanimously

In camera

Moved and seconded that Council move in camera at 7:31 p.m. to discuss a personnel matter pursuant to section 22 (2), Municipal Government Act.

Prior to any in camera discussions, the Mayor called a brief recess at 7:31 p.m.

Revert to open session

Council reverted to open session at 8:08 p.m. There were no motions or recommendations following the in camera session.

Adjournment

There being no further business, the May 9, 2023 Council meeting adjourned at 8:09 p.m.

Minutes were read and approved.



**Quarterly Police Report
Town of Lunenburg
January to March 2023**

1. LUNENBURG DISTRICT STAFF

- 1 Staff Sergeant
- 2 Sergeants
- 6 Corporals
- 34 Constables
- 1 Reserve Constable
- 7 Administrative Staff
- Crime Analyst (Covers numerous areas including Lunenburg District)
- Senior Safety Coordinator (Jointly Managed with BPS)

2. SOUTHEAST TRAFFIC SERVICES

- Six-member provincial unit working out of Lunenburg District (Chester Office)
- Dedicated traffic enforcement throughout Lunenburg and Queens Counties.

3. LUNENBURG DISTRICT FLEET

- (11) Patrol Cars
- (7) Patrol SUVs
- (5) Unmarked Police Vehicles
- (1) Police Boat
- (1) 4 Seat UTV (Side x Side)
- (4) Patrol Bicycles

4. DISTRICT FACILITIES

- Chester Detachment
- Lilydale Detachment
- Cookville Detachment

5. CALLS FOR SERVICE

Between January 1st and March 31st, 2023 Lunenburg District RCMP received 2166 calls for service which included Criminal Code, Controlled Drugs and Substance Act, and Provincial Act Investigations.

Various calls for service statistics within Lunenburg District:

- Lunenburg District members conducted 49 check stops in various locations throughout the county.
- False Alarms - 59
- Wellbeing Checks - 45
- Mental Health Calls – 108
- Sudden Death - 20
- Crime Prevention - 74
- 911 calls - 54
- Assistance to GP – 15

Calls for service specific to the Town of Lunenburg:

Between October 1st, 2022 and December 31st, 2022, RCMP received 130 calls for service in the town of Lunenburg which included Criminal Code, Controlled Drugs and Substance Act, and Provincial Act Investigations.

- Written Warnings - 3
- Summary Offence Tickets – 21
- Parking Offences - 2
- False Alarms – 12
- 911 Calls – 7
- Sudden Deaths – 1
- Crime Prevention – 4
- Assistance to GP – 0

Calls for Service

Here's a breakdown of some of the notable calls for service in Lunenburg:

- On January 16th, 2023 Lunenburg NSLC reported the theft of approximately \$260 worth of merchandise from their store. On February 20th, 2023 a male and female were arrested for this theft as well as several other thefts throughout Lunenburg District. Numerous charges laid resulting in the male being held in custody and the female being released on an order for a court date in May. Lunenburg District SCEU unit assisted general duty members with these arrest and court preparation.

- On March 15th, 2023 another theft from the Lunenburg NSLC was report in which 2 bottles of rum were stolen by a 33yr old male subject. The male was located by RCMP at a residence in the Town of Lunenburg and arrested for the theft. Through investigation it was determined that this male was responsible for several other thefts from NSLC within Lunenburg County, charges have been laid.
- During the month of March 2023 Lunenburg RCMP were alerted to comments made via a social media platform in regards to the Blockhouse Hill development. Although the comments were inappropriate and could be perceived as threatening in nature they did not meet the threshold for laying a charge. Individuals were spoken with and posts were removed.

6. District Resources:

Lunenburg County District is in great shape with regards to employee positions. We currently face a couple of vacancies however we expect these to be filled quickly.

- S/Sgt. Victor Whalen is the District Commander and works out of the Cookville Detachment.
-
- Sgt. Kelly Plamondon works out of the Cookville office and is one of the Operations Sergeants for Lunenburg District.
- Sgt. Brent Johnston works out of the Chester Detachment and is one of the Operations Sergeants for Lunenburg District. .
- Cpl. Matt Leggett and Cpl. Walter Goliath are Team Leaders of their respective Watches. They also both work out of the Cookville Detachment.
- Cpl. Kyle Doane and Cpl. Brad Williams are two newly promoted corporals for Lunenburg District and are working out of the Chester Detachment as the Team Leaders for their respective watches. Both Kyle and Brad bring with them a varied background in general duty policing as well as major crime. We are pleased to have two new corporals join the Lunenburg District team!
- Cpl. Traci Johnston is the RCMP's representative for the Towns of Lunenburg and Mahone Bay. Cpl. Johnston also supervises Lunenburg District's Community Policing program and School Safety Resource program.
- Cst. Gord Giffin works within the Criminal Intelligence Service of Nova Scotia. Based at the Bridgewater Police Service Office he is responsible to gather local intelligence on crime within Lunenburg County.

- Cst. Aaron Bishop is our Street Crime Enforcement Officer currently working out of Bridgewater Police Office as part of an integrated team working with Bridgewater Police Service.
- Cst. Paul McCallion is our General Investigative Section member for Lunenburg District working out of the Cookville Detachment.
- Cpl. Scott MacLeod, our Police Service Dog member, is working out of the Chester Detachment.
- Currently within the District there are five members on long-term ODS (over 30 days). One of these ODS members has recently signed her retirement papers after 25 years of dedicated service. Another one of our long term ODS members recently returned to work and we expect another ODS member will be returning by the first of May. We currently have five vacancies, one being the Court Liaison position (Cst.). The process of finding replacements for these positions have already been initiated. Two members from outside of division have been identified and the other 3 positions are expected to be filled in the coming months.

7. SCHOOL SAFETY RESOURCE OFFICERS (Lunenburg County)

Corporal Traci Johnston has taken over responsibilities in managing the Lunenburg Town office as well as the school resource officer program and community policing victim services officer program. Corporal Johnston began this position on October 1st but was acting in the Chester Operations Sergeant role until the end of December.

Constable Ted Baily has been seconded to A Watch for the summer and will return to his substantive role as the SSRO for Lunenburg District Schools in September. Constable Leah Beaton remains in the SSRO role at the present time but will be assisting with general duty calls during the summer months when schools are not in session. SSROs are working with local schools and, as before, delivering programs concerning a range of topics including cyber bullying, consent and other social media topics. They are engaged with school staff regarding concerns of drug use and bullying at the school and on the buses. The SSRO's have been pro active in the school zones for traffic related concerns. Cst. Bailey works out of the Chester Detachment while Cst. Beaton works out of the Cookville Detachment.

8. COMMUNITY POLICING VICTIMS SERVICES OFFICER (Lunenburg County)

Constable Sonia Upshaw has been seconded to C Watch for a period of time to assist with calls for service. Constable Upshaw remains active in the community and took part in a number of community events during the Christmas season. If you or someone you know have any community activities or special events that you would like the

RCMP in attendance please contact Cpl. Traci Johnston at the Lilydale Detachment by calling 902-634-8674 or by email: Traci.johnston@rcmp-grc.gc.ca or Cst. Upshaw at the Chester Detachment by calling 902-275-3583 or by email: Sonia.upshaw@rcmp-grc.gc.ca

9. SOUTH SHORE STREET CRIME (LCD SCEU) / GIS

The Street Crime Enforcement Unit is a three-member investigative unit integrated with the Bridgewater Police Service (2 RCMPs and 1 Bridgewater Police Member that is led by Cpl. Derek McAlpine of the RCMP. SCEU's mandate is to investigate low to mid-level organized crime and primarily investigates offences under the Controlled Drugs and Substances Act (CDSA) and Criminal Code.

Lunenburg District General Investigative Section consists of 1 RCMP, Cst. Paul McCallion who has recently assumed this position. The mandate of the GIS unit is to investigate more serious, complex and time-consuming investigations.

Unit Quarterly Summary: (Success Stories)

SCEU investigated a suspected trafficker of cocaine in Lunenburg County. As a result of the investigation a Search Warrant was executed and two males and female are currently facing charges of Possession for the Purpose of Trafficking. Over a thousand dollars' worth of cocaine, drug paraphernalia and stolen property were seized.

SCEU investigated a suspected trafficker of cocaine in Lunenburg County. As a result of the investigation a Search Warrant was executed on a residence in Lunenburg. A substantial quantity of cocaine, methadone, mushroom, ketamine and hydromorphone was seized. A male is current facing 5 charges of possession for the purpose of trafficking and weapons offenses.

SCEU assisted with an investigation into a number of break and enters to businesses in Lunenburg. As a result of the investigation a search warrant was executed on a residence and a large quantity of stolen property was retrieved. A male is currently facing a number of charges relating to break and enter, possession of stolen property and drug offenses.

Human Resources:

SCEU and GID are currently fully staffed.

SCEU/GIS Statistics for the quarter are:

- 2 Criminal Code Search Warrants Executed
- 7 Other Criminal Code Judicial Authorizations obtained
- 5 targeted offenders searched/arrested/charged involved in drug trafficking and property crime in Lunenburg County.
- \$9,000 Value of Property Seized/Recovered.
- \$4,900 Value of Drugs Seized and Cash Seized.

10. SOUTHEAST TRAFFIC SERVICES STATS

These below statistics are in addition to the “Road Safety” work conducted by Lunenburg County District members. Please see below the combined traffic statistics between South Shore Traffic Services and Lunenburg County Detachment members for all of LCD

- **454** SOTS
- **270** Written Warnings
- **49** Checkpoints

Respectfully submitted,

Corporal Traci Johnston
RCMP Lunenburg District



Town of Lunenburg Monthly Statistics Overview
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type	2023	2023	2023
	January	February	March
Crimes Against Persons			
Offences Related to Death	0	0	0
Sexual Offences	0	1	0
Assault	2	0	0
Kidnapping/Hostage/Abduction	0	0	0
Robbery	0	0	0
Extortion / Intimidation	0	0	0
Criminal Harassment	2	0	0
Indecent Harassing Comm.	0	1	0
Uttering Threats	0	0	3
Property Crime			
Arson	0	0	0
Break and Enter	1	0	0
Unlawfully in a Dwelling House	0	0	0
Theft Over	0	0	0
Theft of Motor Vehicle	0	0	0
Theft of Other MV / Motorcycle	0	0	0
Take MV w/o Consent	0	0	0
Theft Under	4	0	1
Shoplifting	2	0	1
Theft (mail, bicycle, et al)	0	0	0
Theft from Motor Vehicle	0	0	0
Possession of Stolen Goods	0	0	0
Fraud	2	1	3
Identity Theft	0	0	0
Mischief	3	1	2
Drug Enforcement			
Possession	0	0	0
Trafficking	0	0	1
Import/Export	0	0	0
Production	0	0	0
Other	0	0	0



Town of Lunenburg Monthly Statistics Overview
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type	2023	2023	2023
	January	February	March
Traffic			
Dangerous Op of MV	0	0	0
Distracted Driving	0	3	4
Impaired by Alcohol	0	0	1
Impaired by Drug	0	0	0
Failure/Refusal	0	0	0
Driving while Disqualified	0	0	0
Fail to Stop or Remain	0	0	0
Seatbelt Violation	0	0	2
Intersection Violation	0	0	3
Speeding Violation	0	1	0
Insurance Violation	0	0	0
Road Side Suspension (Alcohol)	0	0	0
Road Side Suspension (Drug)	0	0	0
Collision - Fatal	0	0	0
Collision - Non - Fatal Injury	0	0	0
Collision - Reportable	2	2	3
Collision - Non Reportable	1	2	0
Off-Road Vehicle Collision	0	0	0
Municipal By-laws	0	0	0
Other Traffic Offence/Violation	4	4	13
Other Traffic Related Duties	0	0	0
Checkstop	0	2	2
Other			
911 Call	0	2	3
Breach of Court Order	0	0	0
Liquor Act	0	0	1
Mental Health Act	2	1	3
Missing Person	0	0	0
Municipal Bylaw - Other	0	0	0
Other	4	11	13
Sudden Death	0	1	0
Suspicious P V P	3	0	1
Trespass At Night	0	0	0
Wellbeing Check	0	0	1
HPA (COVID-19) - Offences only	0	0	0
HPA (COVID-19) - Other activities	0	0	0
QUA (COVID-19) - Offences Only	0	0	0
QUA (COVID-19) - Other Activities	0	0	0
Total Founded & SUI Occurrences	32	33	61
Total Occurrences*	32	34	64

**Includes Unfounded and Unsubstantiated*



Town of Lunenburg Quarterly Statistics

Protected "A"

(Includes Traffic Services and Occurrences taken by Call Back Unit)

Type of Crime & Occurrence Type	2023	2022	Amount of Change	Total for 2023
	Q1	Q4		
	Current	Previous		
Crimes Against Persons				
Offences Related to Death	0	0	0	0
Sexual Offences	1	1	0	1
Assault	2	6	-4	2
Kidnapping/Hostage/Abduction	0	0	0	0
Robbery	0	0	0	0
Extortion / Intimidation	0	0	0	0
Criminal Harassment	2	2	0	2
Indecent Harassing Comm.	1	1	0	1
Uttering Threats	3	0	3	3
Property Crime				
Arson	0	0	0	0
Break and Enter	1	0	1	1
Unlawfully in a Dwelling House	0	0	0	0
Theft Over	0	0	0	0
Theft of Motor Vehicle	0	0	0	0
Theft of Other MV / Motorcycle	0	0	0	0
Take MV w/o Consent	0	0	0	0
Theft Under	5	1	4	5
Shoplifting	3	6	-3	3
Theft (mail, bicycle, et al)	0	0	0	0
Theft from Motor Vehicle	0	4	-4	0
Possession of Stolen Goods	0	0	0	0
Fraud	6	1	5	6
Identity Theft	0	0	0	0
Mischief	6	3	3	6
Drug Enforcement				
Possession	0	0	0	0
Trafficking	1	1	0	1
Import/Export	0	0	0	0
Production	0	0	0	0
Other	0	0	0	0



Town of Lunenburg Quarterly Statistics

Protected "A"

(Includes Traffic Services and Occurrences taken by Call Back Unit)

Type of Crime & Occurrence Type	2023	2022	Amount of Change	Total for 2023
	Q1	Q4		
	Current	Previous		
Traffic				
Dangerous Op of MV	0	0	0	0
Distracted Driving	7	0	7	7
Impaired by Alcohol	1	3	-2	1
Impaired by Drug	0	0	0	0
Failure/Refusal	0	0	0	0
Driving while Disqualified	0	0	0	0
Fail to Stop or Remain	0	1	-1	0
Seatbelt Violation	2	0	2	2
Intersection Violation	3	2	1	3
Speeding Violation	1	0	1	1
Insurance Violation	0	0	0	0
Road Side Suspension (Alcohol)	0	0	0	0
Road Side Suspension (Drug)	0	0	0	0
Collision - Fatal	0	0	0	0
Collision - Non - Fatal Injury	0	1	-1	0
Collision - Reportable	7	9	-2	7
Collision - Non Reportable	3	3	0	3
Off-Road Vehicle Collision	0	1	-1	0
Municipal By-laws	0	0	0	0
Other Traffic Offence/Violation	21	11	10	21
Other Traffic Related Duties	0	0	0	0
Checkstop	4	0	4	4
Other				
911 Call	5	5	0	5
Breach of Court Order	0	0	0	0
Liquor Act	1	3	-2	1
Mental Health Act	6	10	-4	6
Missing Person	0	2	-2	0
Municipal Bylaw - Other	0	0	0	0
Other	28	41	-13	28
Sudden Death	1	2	-1	1
Suspicious P V P	4	7	-3	4
Wellbeing Check	1	4	-3	1
Trespass At Night	0	0	0	0
HPA (COVID-19) - Offences only	0	0	0	0
HPA (COVID-19) - Other activities	0	0	0	0
QUA (COVID-19) - Offences Only	0	0	0	0
QUA (COVID-19) - Other Activities	0	0	0	0
Total Founded & SUI Occurrences	126	131	-5	126
Total Occurrences*	130	140	-10	130

*Includes Unfounded and Unsubstantiated



Lunenburg County District Quarterly Statistics
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type	2023	2022	Amount of Change	Total for 2023
	Q1	Q4		
	Current	Previous		
Crimes Against Persons				
Offences Related to Death	1	0	1	1
Sexual Offences	13	6	7	13
Assault	41	53	-12	41
Kidnapping/Hostage/Abduction	0	2	-2	0
Robbery	0	2	-2	0
Extortion / Intimidation	1	2	-1	1
Criminal Harassment	10	7	3	10
Indecent Harassing Comm.	9	6	3	9
Uttering Threats	35	25	10	35
Property Crime				
Arson	0	2	-2	0
Break and Enter	25	33	-8	25
Unlawfully in a Dwelling House	2	2	0	2
Theft Over	4	5	-1	4
Theft of Motor Vehicle	6	6	0	6
Theft of Other MV / Motorcycle	0	4	-4	0
Take MV w/o Consent	1	3	-2	1
Theft Under	31	52	-21	31
Shoplifting	23	16	7	23
Theft (mail, bicycle, et al)	3	1	2	3
Theft from Motor Vehicle	0	7	-7	0
Possession of Stolen Goods	1	4	-3	1
Fraud	52	40	12	52
Identity Theft	1	3	-2	1
Mischief	62	99	-37	62
Drug Enforcement				
Possession	2	2	0	2
Trafficking	5	11	-6	5
Import/Export	0	0	0	0
Production	0	0	0	0
Other	3	4	-1	3



Lunenburg County District Quarterly Statistics
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type	2023	2022	Amount of Change	Total for 2023
	Q1	Q4		
	Current	Previous		
Traffic				
Dangerous Op of MV	0	1	-1	0
Distracted Driving	32	8	24	32
Impaired by Alcohol	32	37	-5	32
Impaired by Drug	0	0	0	0
Failure/Refusal	0	2	-2	0
Driving while Disqualified	13	11	2	13
Fail to Stop or Remain	10	10	0	10
Seatbelt Violation	10	17	-7	10
Intersection Violation	22	15	7	22
Speeding Violation	343	249	94	343
Insurance Violation	12	17	-5	12
Road Side Suspension (Alcohol)	0	2	-2	0
Road Side Suspension (Drug)	0	0	0	0
Collision - Fatal	0	0	0	0
Collision - Non - Fatal Injury	15	21	-6	15
Collision - Reportable	93	114	-21	93
Collision - Non Reportable	39	47	-8	39
Off-Road Vehicle Collision	2	2	0	2
Municipal By-laws	2	0	2	2
Other Traffic Offence/Violation	315	375	-60	315
Other Traffic Related Duties	12	3	9	12
Checkstop	49	59	-10	49
Other				
911 Call	54	29	25	54
Breach of Court Order	20	28	-8	20
Liquor Act	4	12	-8	4
Mental Health Act	108	132	-24	108
Missing Person	6	11	-5	6
Municipal Bylaw - Other	1	5	-4	1
Other	400	524	-124	400
Sudden Death	20	19	1	20
Suspicious P V P	56	47	9	56
Wellbeing Check	45	59	-14	45
Trespass At Night	0	2	-2	0
HPA (COVID-19) - Offences only	0	0	0	0
HPA (COVID-19) - Other activities	1	0	1	1
QUA (COVID-19) - Offences Only	0	0	0	0
QUA (COVID-19) - Other Activities	0	0	0	0
Total Founded & SUI Occurrences	2,047	2,255	-208	2,047
Total Occurrences*	2,166	2,421	-255	2,166

**Includes Unfounded and Unsubstantiated*

From: [Ellen Johnson](#)
To: [Kayla Byrne](#)
Subject: Access Awareness Week 2023
Date: April 26, 2023 10:58:39 AM
Attachments: [image929247.png](#)
[image012823.png](#)
[image578954.png](#)
[image495322.png](#)
[image451629.png](#)
[image897081.png](#)

CAUTION: THIS IS AN EXTERNAL MAIL

Dear Town of Lunenburg Council,

Access Awareness Week 2023 takes place from May 28 to June 3 across Nova Scotia. This year's theme is "Access Includes Everyone: Moving the Bar on the Quality of Life".

Access Awareness Week is an opportunity to raise awareness and promote inclusion of persons with disabilities. The Town of Lunenburg is working to increase accessibility for everyone visiting, living and working in the town by identifying, removing, and preventing barriers to access. A big part of this work is ensuring that Councilors, staff, and members of the public are aware of the issues impacting persons with disabilities and consider accessibility as part of the work that they do everyday.

To help recognize the importance of awareness and inclusion of persons with disabilities in the Town of Lunenburg, I am requesting that Council adopt a proclamation recognizing Access Awareness Week from May 28 to June 3, 2023. I also request that the Town fly the Access Awareness Week flag in recognition of this important event.

Thank you for your consideration.

Best wishes,

Ellen Johnson



Ellen Johnson, MSc(OT), OT Reg(NS)

Accessibility Coordinator

Corporate & Strategic Management
151 King Street, Chester, NS, B0J 1J0

Direct Phone: 902-277-0456
Email: ejohnson@chester.ca
Web: www.chester.ca



PROCLAMATION

Access Awareness Week May 28 – June 3, 2023

WHEREAS the week of May 28th – June 3rd, 2023 is recognized as Access Awareness Week; and Access Awareness Week aims to celebrate achievements made both by and for persons with disabilities in the areas of accessibility, transportation, housing, employment, recreation, education, and communication; and this is the 37th year that this public awareness initiative has taken place in Nova Scotia; and the theme for 2023 Access Awareness Week is Access includes Everyone: Moving the Bar on Quality of Life; and

WHEREAS barriers to inclusion are many and interconnected, removing and preventing them is central to improving quality of life for all persons with disabilities; and the foundation of Nova Scotia's Accessibility Act is achieving accessibility by ensuring and protecting the rights of persons with disabilities through the identification, prevention and removal of barriers; and

WHEREAS Access Awareness Week promotes the inclusion of all Nova Scotians with disabilities as full citizens within our communities; and through public awareness, community partnerships and education, this campaign aims to foster an environment of equal participation for persons with disabilities within the Town of Lunenburg.

THEREFORE be it resolved that I, Acting Mayor Peter Mosher, on behalf of the Town of Lunenburg, proclaim May 28th – June 3, 2023 as "Access Awareness Week" in the Town of Lunenburg.

Date: May 23, 2023

Signature:

Peter Mosher
Acting Mayor of the Town of Lunenburg



Lunenburg Board of Trade

PO Box 1300
11 Blockhouse Hill Rd.
Lunenburg, NS
B0J 2C0

(902) 634 3170
office@lunenburgns.com

To: Town Council

From: The Lunenburg Board of Trade

Date: May 2, 2023

RE: Proposed Vending By law

The Lunenburg Board of Trade is requesting from the Town Council an opportunity to participate in the next stage of the recreating of the Vending by law, on behalf of our business membership.

Sincerely

Lunenburg Board of Trade

Subject: Film Permit Policy

From: Kayla Byrne, Municipal Clerk
Devin Casario, Economic Development and Funding Manager

Reviewed by: Jamie Doyle, CAO
Arthur MacDonald, Director of Community Development

Date: May 9, 2023 – Notice
May 23 – Decision



Recommendation

That Council repeal and replace Policy #92 Filming Guidelines with the new Film Policy as presented.

Alternatives

- Direct staff to make edits to the proposed policy and bring it back to the next Council meeting for further discussion and consideration.
- Not approve the policy and continue to use Policy #92 Filming Guidelines.

Background

As a part of the Town's overall policy review work, staff have started identifying some policies that should be updated. As the Film Policy is utilized each year for numerous projects, the policy was recommended as one that should be reviewed and updated.

The draft updated policy has many of the elements of the existing policy, however, staff have made several edits and added several clauses to provide further clarity and guidance for the Film Permit Application process and all filming activities within the Town of Lunenburg.

In the past year, the Economic Development Manager has been the lead on several film permit application processes – the proposed policy and procedures more accurately reflects what is required of applicants and best practices for the overall process.

Discussion

The draft policy and procedures clearly states the roles and responsibilities of Council and Administration. The procedures, approved by the CAO, provide clear regulations for Film Permit Applicants for various items, including the Film Permit Application process, insurance, notification to affected residents and businesses, street closures, special effects, etc. The current policy does not provide specific guidance on many of these topics. Having more detailed guidance written in this updated policy and procedures helps ensure compliance, gives guidance for decision-making, and streamlines internal processes.

The draft policy is introducing a new fee model for Council's consideration. The existing policy has a daily filming rate of \$1,000 or \$500 for a half-day rate. There is currently no Film Permit Application Fee.

If approved, the draft policy would implement a Film Application Fee using a four-tiered approach. The permit fees range from \$50 - \$200 depending on the project. The draft policy would also implement a four-tiered approach for daily filming fees, ranging from \$150 - \$1,000 for a full day rate and \$75 - \$500 for a half-day rate depending on the project. This model is more equitable for productions with smaller budgets.

The draft film permit application fees and daily shooting rates have been determined based on the project's budget.

All fees associated with this policy will be reviewed annually by Council. Council may amend rates by motion.

Another change with respect to the draft policy is an updated Film Permit Application. The existing policy has two forms for applicants to complete. As presented in the draft policy and procedures, staff have combined all necessary form requirements into one form for a more streamlined approach to the application process.

Strategic Plan Relevance

Internal Operations: (c) Scan and assess for issues that may need to be addressed on a routine basis, driving a culture of continuous improvement.

Relevant Legislation

As per the [Policy Development and Review Policy](#), policies are approved by Council while Administrative Procedures are approved by the Chief Administrative Officer.

As per the Municipal Government Act, Council must give at least seven days' notice before any policy is passed, amended or repealed.

Financial

There is no financial impact related to approving this policy, however, the Town will continue to receive revenue through permit application fees and daily shooting fees.

Communications

If approved, the Film Policy and Procedures will be published on the Town's website.

Attachments

- Draft Film Policy and Administrative Procedures



Film Policy

Date adopted by Council: **TBD**

1. POLICY STATEMENT

The Town of Lunenburg recognizes the cultural, tourism and economic benefits of filming activity. The Town strives to provide a film-friendly environment and encourages the growth of the industry.

2. PURPOSE

This policy and procedures identifies the application and approval process for filming projects in the Town of Lunenburg and the requirements which must be met, including the payment of applicable fees.

3. APPLICABILITY

This policy and procedures applies to all filming projects within the Town of Lunenburg, unless listed under the exemptions section, Section 7, of this policy.

4. SCOPE

The Town of Lunenburg requires that anyone planning a film production within the Town, including streets, sidewalks, parks, and on other public and private properties, have a Film Permit.

A Film Permit will not be issued without a completed Film Permit Application.

5. RESPONSIBILITIES

Council will:

- Set or amend any fees associated with the Film Permit Application process.

The Chief Administrative Officer (CAO) will:

- Approve or deny Film Permit Applications or assign a delegate to approve or deny Film Permit Applications.
- Designate roles to staff to help administer this policy and procedures.
- Notify Council when an application has been approved.
- Review and negotiate any requests not captured or included in the Film Permit Application process.

- Revoke a Film Permit when deemed necessary.

6. FEES

The Town will collect Film Permit fees and daily shooting fees as set by Council in the attached fee structure (Appendix A). The fee structure will be reviewed annually by Council. Amendments to the fee structure require a motion of Council but does not require an amendment to this policy.

Council will set a daily parking fee for production vehicles, which are defined as an equipment truck or passenger van, and not a personal vehicle used by crew for daily transportation. This fee is included in Appendix A and will be reviewed annually.

The production company and/or Film Permit applicant is responsible for all expenses related to the use of Town roads, properties, parks, equipment, or personnel; and will be given an estimate of these costs prior to the issuance of a Film Permit.

Invoices for Town services will be issued no later than 30 days after the final day of film activities.

For productions filming within Town for six weeks or longer, the CAO may negotiate a discounted daily shooting rate and daily parking rate.

7. EXEMPTIONS

This policy and procedures do not apply to current affairs, newscasts, and videography for weddings, sports teams or personal videos not for commercial use.

8. REFUSAL OR CANCELLATION OF A PERMIT

The Town may refuse or cancel a permit if:

- The application does not comply with all regulations outlined in this policy and procedures or contravenes any local, provincial, or federal regulations.
- The Town is not able to provide the requested site(s).
- There is not adequate traffic and parking control to ensure that streets are clear for the passage of emergency vehicles.
- It is expected that Town resources will be over-extended by the production and/or the parking and traffic associated with the project.

ADMINISTRATIVE PROCEDURES

Film Policy

Date approved by the CAO: **TBD**



9. STAFF ROLES

The Economic Development Manager (EDM) will:

- Review all Film Permit Applications and make recommendations to the CAO for final approval.
- Review Street Closure Permit Applications relating to film activities and forward them to the Director of Public Works/Town Engineer for final approval.
- Work with production companies and/or Film Permit applicants to determine site locations and other appropriate requests and permits.
- Coordinate the booking of municipal facilities when required.
- Liaise with the production company and/or Film Permit applicant with respect to their Film Permit Application and other required business related to the filming project, including cost estimates for any requested Town services and use of facilities.
- Assist in finding suitable parking for film vehicles within the Town.
- Review notifications from production companies to residents and businesses about film activities occurring in their area.

The Director of Public Works / Town Engineer or designate will:

- Coordinate an inspection of Town owned and maintained film locations following filming.

10. FILM PERMIT APPLICATION PROCESS

Filming requests must be submitted in writing to the Economic Development Manager, and must include:

- A completed Film Permit Application (Appendix B).
- If applicable, a completed Street Closure Permit Application 14 days before filming starts.
- Proof of valid commercial general liability insurance seven days before filming starts.

- If applicable, a written notice to residents in the filming area, outlining dates and times of filming, road and/or sidewalk closures, and any special effects seven days before filming starts (for review by the Economic Development Manager).

Once a filming request has been received by the Town, the appropriate staff will be informed and a site meeting with the production company and/or Film Permit Applicant may be required to review the request and complete a walk through to determine any concerns or special requirements.

10. FILMING ON PRIVATE PROPERTY

Due to the impact on the community, a Film Permit issued by the Town is required for filming on private property. Applicants must pay the Film Permit Application fee, however, they will not be charged any daily shooting fees unless film activities impact or utilize Town properties, including but not limited to obstructing Town streets for any film-related activities.

The private property owner is responsible for negotiating with the production company and/or Film Permit Applicant regarding terms, conditions and fees related to the use of their private property.

As per requirements outlined in the notification section of these procedures, Section 15, the production company and/or Film Permit Applicant is required to advise area residents of their intent to film.

11. TIMELINES

The Film Permit Application must be submitted at least 20 days before any film-related activities begin. Filming that includes road closures and special effects with elements of potential danger or any potential inconveniences to residents and businesses or if there are any other factors deemed by the Town to require careful evaluation, the application must be submitted at least 30 days before any film-related activities.

12. INSURANCE

The minimum insurance requirements that must be met in order to qualify for a Film Permit include the following:

\$2 Million Commercial General Liability insurance per occurrence (or a higher limit as the Town of Lunenburg reasonably requires depending on the nature of filming), that includes coverage for third party claims for bodily injury, death, and property damage.

The minimum coverage amount per occurrence for Commercial General Liability insurance will depend on the size, scope and risks of the project as outlined in Film Permit Application (Appendix B).

All required insurance policies must include:

- An additional insured endorsement naming the Town of Lunenburg (including its respective employees, officers, agents and volunteers) as an "Additional Insured" under the policy;
- a requirement that the insurer give 60 days' prior written notice to the Town of Lunenburg before any policy is cancelled;
- a waiver of subrogation rights which the insurers may have against the Town of Lunenburg, its elected and appointed officers, agents, servants, and employees, whether the damage is caused by the act, omission or negligence of any of such persons.

All required insurance policies must also include cross liability, severability of interests, blanket contractual liability, primary and non-contributing, and non-owned auto liability.

These requirements are the minimum insurance necessary to use Town property and facilities. The applicant is responsible for obtaining, at their own cost, any additional insurance required by law or otherwise necessary or advisable.

The Film Permit Applicant and/or Production Company must provide the Town of Lunenburg with an up-to-date Certificate of Insurance seven business days prior to the commencement of any filming activities. Upon notice, the Film Permit Applicant shall make arrangements to allow the Town of Lunenburg to review the original insurance policies, or provide a copy of the original insurance policies.

13. FILMING ON STREETS AND SIDEWALKS

Any filming on Town streets and sidewalks must be discussed with the Economic Development Manager to determine whether a permit is required. The closure of any street or sidewalk requires a Street Closure Permit.

14. CONSIDERATIONS TO RESIDENTS, OCCUPANTS, BUSINESSES

Production vehicles arriving on location in or near a residential neighbourhood will not enter the area before the time set out on the permit.

Production vehicles will not block or park in driveways without the permission of the driveway owner.

Cast and crew of the production company will not trespass on the properties of residents or businesses. They must remain within the boundaries of the property that has been permitted for filming.

Lighting must be oriented away from neighbouring residences and businesses.

All generators used on streets or in public areas must be equipped with silencing attachments or have other silencing measures in place.

Every attempt must be made to limit excessive vehicle idling.

In situations where filming activity impedes access to a business or businesses, it is the responsibility of the production company/Film Permit Applicant to approach affected owners to identify means of limiting disruption and/or to determine appropriate levels of compensation for lost business. If a mutually acceptable agreement cannot be made, The Town will attempt to determine a solution directly or through an alternative dispute resolution process.

15. NOTIFICATION

In cases where residents and businesses may be affected by film-related activities, including but not limited to road or sidewalk closures, traffic congestion, filming at night, special effects and the use of gunfire, the Town requires the production company and/or Film Permit Applicant to provide a written letter of notification to residents and businesses of the events occurring in their area. A copy of the notification must be sent to the Economic Development Manager for review prior to being sent to affected properties. Notifications for review by the Economic Development Manager must be submitted seven days before any film-related activities start.

Notification to property owners/occupants must take place no less than 48 hours before any film-related activities start.

The notification must include:

- Title of production and name of production company.
- Name of Location Manager or Production Manager and contact phone number.
- Date and times the film company will be working in the area with a brief description of what activities will be happening and details regarding parking, noise and any special effects.
- Name of the Town's Economic Development Manager and telephone number (as a secondary contact).

When conducting filming activities in busy public areas, such as but not limited to, the Front Harbour area and the commercial zone of Old Town, the production company must place signs notifying passers-by, which includes pedestrians and vehicles, that the property is being used for filming and delays may occur.

Permits authorizing filming may be revoked if affected residents have not been notified as per the requirements listed in this section.

16. NOISE

Film activities must adhere to the Town's Noise Bylaw. The Film Permit Application must

include the details of filming activities so the Town can review any potential bylaw exemption request. Noise bylaw exemption requests must be submitted in writing 20 days before the date or dates when the requested exemption is proposed to take place.

17. PARKING

All vehicles associated with the production unit will be parked in a legal manner and must be able to permit access of emergency vehicles. The Economic Development Manager can assist with finding suitable parking for production vehicles for an additional daily fee.

18. TOWN-OWNED PROPERTIES

The Town owns some buildings and properties that could be available for film activities. These include parks, trails and various municipal facilities. Use of these properties requires prior approval by the Town. Security and rental fees may apply.

19. TREES AND PLANT MATERIALS

No tree removal or pruning of trees and plant materials on Town property or properties maintained by the Town will be permitted without the Town's approval. No tree, shrub, flower, moss, grass, footpath or natural object on Town property or properties maintained by the Town will be destroyed or removed without the Town's approval. All sites must be returned to their original condition, otherwise, the production company will be billed for clean-up services or restoration.

20. STUNTS AND SPECIAL EFFECTS

Use of firearms, explosives, flash powder, detonators, flammable liquids, and the filming of dangerous stunts must be stated clearly in the Film Permit Application. When required by federal, provincial or municipal regulations, certain special effects must be conducted by certified professionals, and may require approval from the RCMP, the Fire Department, and/or Council. All costs associated with these requirements and related clean-up are at the expense of the production company and/or Film Permit Applicant.

21. CLEAN-UP

Production crews are responsible for cleaning the project site at the end of every working day.

Upon completion of filming activities, the production company must ensure that the site is returned to its original condition. An inspection of any Town owned and maintained project sites will be conducted by Town staff.

If Town owned and maintained properties have not been returned to original conditions, the production company and/or Film Permit Applicant will be billed by the Town for any necessary clean-up, repairs, damages, etc.

22. CREDITS

The Town may request a film credit whenever a substantial amount of filming is done in the Town of Lunenburg.

23. ENFORCEMENT

The Town reserves the right to revoke a Film Permit if the production company fails to comply with this policy and procedures or any other applicable laws or regulations.



TOWN OF LUNENBURG
FILM PERMIT FEE STRUCTURE
 Fees reviewed annually by April 1

Film Permit Application Fees

Type of film	Application fee
Student Film	\$50
Small Production Budget under \$500 K	\$100
Medium Production Budget \$500 K - \$1 Million	\$150
Large Production Budget over \$1 Million	\$200

Daily Shooting Fees

Type of film	Half-day fee	Full-day fee
Student Film	\$75	\$150
Small Production Budget under \$500 K	\$150	\$300
Medium Production Budget \$500 K - \$1 Million	\$250	\$500
Large Production Budget over \$1 Million	\$500	\$1,000

Parking Fees for Production Vehicles

Parking Fee	\$17.35 per day
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Please note that the daily parking fee covers parking for production vehicles only, not personal crew vehicles. Your crew is responsible for finding legal parking unless prior arrangements are made with the Town.



TOWN OF LUNENBURG FILM PERMIT APPLICATION

If you wish to use any Town property and/or private properties within Town to film for commercial purposes, you will need a Film Permit. Town property includes streets, parks, playgrounds, recreational areas, parking lots and pathways within the Town's boundaries.

The Film Permit Application must be submitted at least 20 working days before film activities begin or 30 days for projects requesting road closures, special effects or has complex needs.

CONTACT AND PRODUCTION INFORMATION

Production company: _____

Production contact: _____

Phone: _____ Email: _____

Onsite contact: _____

Phone: _____ Email: _____

Alternate onsite contact: _____

Phone: _____ Email: _____

FILMING DETAILS

Title of production: _____

Type of production: _____

Provide a summary description of the film production, including what will be filmed:

Total production budget: _____ \$CAD \$US

Total spent in Lunenburg _____ \$CAD \$US

Work in Lunenburg start date: _____

Work in Lunenburg completion date: _____

Times of filming: _____

If filming will take place at various times and days, attach a shooting schedule.

Location(s) of film – **Include a list of filming locations and attach a map or a sketch of requested film locations:**

- Street Greenspace Municipal property/buildings Front Harbour
 Private property Other: _____

Number of staff onsite: _____

Do you require street and/or sidewalk closures? Yes No

If yes, complete a Street Closure Permit Application.

Number of vehicles onsite: _____

Types of vehicles:

Parking requirements:

Will you be using generators? Yes No

All generators used on streets or in public areas must be equipped with silencing attachments or have other silencing measures in place.

Will there be special effects and stunts: Yes No

Anyone using special effect pyrotechnics—whether to reproduce a visual gunshot effect during a stage play, to provide a waterfall of silver sparks for a rock concert, or to destroy a car in a film scene— must be certified by Natural Resources Canada (NRCan).

Describe any special effects or stunts:

Will you have amplified sound? Yes No

Will you have temporary tents or structures? Yes No

Will you be requesting an exemption to the Noise By-law? Yes No

Activities that require exemption requests include fireworks, pyrotechnics, and loud music being played during certain hours. If unsure, consult with the Economic and Development Manager.

NOTIFICATION

In cases where residents and businesses may be affected by film-related activities, including but not limited to road or sidewalk closures, traffic congestion, filming at night, special effects and the use of gunfire, the Town requires the Film Permit application to provide a written letter of notification to residents and businesses of the events occurring in their area.

A copy of the draft notification must be submitted for review at least seven days before any film-related activities start.

INSURANCE

In order to qualify for a Film Permit, the Film Permit Applicant must satisfy the minimum insurance requirement of at least \$2 Million in coverage under a Commercial General Liability insurance policy (or a higher limit as the Town of Lunenburg reasonably requires depending on the nature of filming), that includes coverage for third party claims for bodily injury, death, and property damage.

The Film Permit Applicant and/or Production Company must provide the Town of Lunenburg with an up-to-date Certificate of Insurance seven business days prior to the commencement of any filming activities. Upon notice, the Film Permit Applicant shall make arrangements to allow the Town of Lunenburg to review the original insurance policies, or provide a copy of the original insurance policies.

Minimum insurance coverage may vary depending on the risks associated with your production: If unsure, consult with the Economic and Development Manager.

<p>Student filming and low risk film productions</p>	<p>Valid commercial general liability insurance coverage of at least \$2-million</p>
<p>Medium risk film productions This includes, but is not limited to, car chases and pyrotechnics</p>	<p>Valid commercial general liability insurance coverage of at least \$5-million</p>
<p>High risk film productions This includes, but is not limited to, large pyrotechnics displays or explosions and aerial filming</p>	<p>Valid commercial general liability insurance coverage of at least \$10-million</p>

INDEMNITY

The Applicant agrees to indemnify and save harmless the Town of Lunenburg, its elected and appointed officers, agents, servants, and employees from and against all liability, claims, damages, losses, costs, actions, causes of actions, suits, proceedings expenses and demands of every kind, description, and nature whatsoever, including legal fees and disbursements, arising out of or in any way connected with the issuance of this permit or with the use of Town of Lunenburg properties pursuant to this agreement.

WAIVER OF LIABILITY

Upon signing the application, the Applicant hereby releases, waives, and forever discharges the Town and its elected representatives, officers, employees and agents from all liability to itself and its heirs, executors, administrators and assigns for all loss or damage and any claims or

demands for such loss or damage on account of injury to person or damage to property for which the Town may be responsible in respect of the conduct of the said filming.

GENERAL CONDITIONS

Applicants must comply with all regulations outlined in the Film Policy and Procedures and must adhere to all local, provincial, or federal regulations.

Filming at Town properties, including streets and sidewalks, are subject to the compatibility of community booking schedules.

The Town may require that the applicant utilize external emergency services, traffic control, etc. on-site during filming. All costs associated with these requirements are the responsibility of the applicant. Where services are not provided by the Town, the Applicant is required to pay the service provider directly.

The Production Company and/or Applicant must place signs in public access areas, informing residents that the facility or property is being used for filming and delays may occur.

The Production Company and/or Applicant is responsible for clean up at the location at the end of the day with a minimum amount of noise and disruption. Upon completion of film activities, the Production Company and/or Applicant must ensure that any Town owned or maintained properties are returned to original conditions. Failure to do so will result in the Town billing the Production Company and/or Applicant for any necessary clean-up, repairs, damages, loss, etc.

It is the responsibility of the Production Company and/or Applicant to ensure that their staff operate in a safe and professional manner in the course of their duties.

FEES

Film Permits include an application fee and daily shooting fees. There is also a daily parking fee for production vehicles. Please see the attached fee schedule.

SIGNATURE

By signing this agreement, you agree to operate within the terms and conditions as outlined in this application; and that you have read, understood, and will adhere to all provisions of the Town of Lunenburg Film Policy and Procedures.

Name

Signature

Date

COMPLETED FORMS

Completed forms must be submitted to the Economic Development Manager, using one of the following methods:

- Email at economicdev@townoflunenburg.ca
- In-person at Town Hall
- Mail: 119 Cumberland Street, P.O. Box 129 Lunenburg, Nova Scotia, Canada, B0J 2C0.

QUESTIONS

If you have any questions about this application process or any of the rules outlined in the Film Permit and Procedures, please contact the Economic Development Manager at economicdev@townoflunenburg.ca or 902-634-4410 x 232.

Subject: Old Town Lunenburg State of Conservation Report 2023
From: Hilary Grant, Senior Planner/Heritage Officer
Reviewed by: Arthur MacDonald, Director of Community Development
Jamie Doyle, CAO
Date: May 23, 2023



Recommendation

It is recommended that Council endorse the 2023 Old Town Lunenburg State of Conservation Report (Appendix A) and direct staff to send it to Parks Canada's International Affairs Team.

Alternatives

That Council does not endorse the 2023 Old Town Lunenburg State of Conservation Report (Appendix A).

Background

On March 22, 2023, the International Affairs team of Parks Canada's Indigenous Affairs and Cultural Heritage Directorate invited the Town of Lunenburg to submit a State of Conservation Report for Old Town Lunenburg World Heritage Site. Parks Canada's International Affairs team is Canada's Secretariat to the World Heritage Committee. The Town of Lunenburg must submit all reporting to the World Heritage Committee via Parks Canada.

State of Conservation Reporting is annual and voluntary. Obligatory periodic reporting to UNESCO occurs every six years, and Canada must submit a periodic report this year. This State of Conservation report will be the basis for Old Town Lunenburg's obligatory periodic reporting, which Parks Canada requested staff revise and resubmit on April 18, 2023.

The draft State of Conservation report for consideration (Appendix A) argues that Old Town Lunenburg's State of Conservation is poor and that Old Town Lunenburg World Heritage Site is under-resourced and underfunded. It is a clarion call to the Province of Nova Scotia, the Government of Canada and anyone who cares about our nation's heritage that Old Town Lunenburg's future and World Heritage listing may be at risk without substantial investment.

Discussion

Context

- The Town of Lunenburg regulates Old Town Lunenburg under Nova Scotia's *Municipal Government Act* and *Heritage Property Act*.
- Old Town Lunenburg is Canada's only World Heritage Site without a significant provincial or federal managerial presence.
- The cost of managing and conserving Old Town Lunenburg falls disproportionately on the municipality and Lunenburg's residents, businesses, and non-profits.

- These stewards are heroes of Canada's heritage movement, shouldering Old Town Lunenburg's stewardship on behalf of the world and should be celebrated and congratulated for their dedication and perseverance.
- For twenty years, the Town of Lunenburg has argued that it needs significant financial support to conserve Old Town Lunenburg World Heritage Site.

Findings

- Overall, the draft State of Conservation Report (Appendix A) finds Old Town Lunenburg's management and conservation poor. The Report found the following:

Regulation and Management	Poor: Old Town Lunenburg's regulation and management are poor, but significant improvement is anticipated in the next year to five years due to the forthcoming <i>Heritage Conservation Plan and By-law</i> , which will align Old Town Lunenburg's management with international heritage best practices. The Town has not received direction from Parks Canada on what should be reported to them and when. Staff and the population of Lunenburg deserve to know their reporting obligations to Parks Canada and the World Heritage Committee and Town staff hope to work towards a more collaborative relationship within the next twelve months.
Visitation, Interpretation and Understanding	Poor: While the Town lacks reliable visitor and resident survey data to accurately report on the understanding of World Heritage Listing it appears residents and visitors do not fully understand the significance of Old Town Lunenburg. Old Town Lunenburg's World Heritage Listing lacks research, documentation, and interpretation, and there are no skills training opportunities or conservation education programs in place. There is no interpretation facility dedicated to Lunenburg's history or its Outstanding Universal Value. There is no archive in Lunenburg, and no adequate storage facilities for historic documents or material culture. There is no cultural center dedicated to preserving and presenting Old Town Lunenburg to its residents and the world. Old Town Lunenburg's interpretation, understanding and visitor management are poor with little to no improvement anticipated in the next year to five years without significant investment.
Colonial Settlement in North America	Critical: The integrity of our colonial plan is under immediate threat, and the need for conservation is critical. Significant investment is urgently needed.

<p>Vernacular Architecture Tradition</p>	<p>Poor: The integrity and authenticity of our vernacular architecture tradition are poor and requires significant investment. Rising taxes, real estate prices, and conservation costs put preservation out of financial reach for many residents and businesses. Many landmark buildings, like Knaut-Rhuland house, require costly work to ensure their longevity. The World Heritage Committee recognizes that Lunenburg's vernacular architecture tradition has continued into the present, and that neo-vernacular construction must be encouraged to sustain Old Town's Outstanding Universal Value. Research and training are urgently needed to create an environment conducive to neo-vernacular expression.</p>
<p>Marine Culture</p>	<p>Good: Lunenburg's Marine Culture is strong. This strength should continue or improve if Nova Scotia continues its support and management leadership through Build Nova Scotia and the Fisheries Museum of the Atlantic.</p>

- The Report highlights five threats facing Old Town Lunenburg:
 - **The degradation of the civic blocks:** The most pressing heritage issue facing the Town is the degradation of its civic blocks and buildings. In his original town plan, Charles Morris set aside the four blocks bordered by Cumberland, Hopson, Townsend, and Cornwallis Streets in public use. These blocks must remain publicly accessible and serve public functions, or Old Town Outstanding Universal Value would be compromised because it would no longer be functioning along its original colonial plan. Deferred maintenance has left the three municipally owned buildings on these blocks – the Fire Hall, Town Hall, and the Armouries – in critical condition. If funding is not secured, Town Services may be forced to relocate.
 - **New provincial accessibility requirements:** Ensuring that Old Town Lunenburg is accessible would significantly contribute to creating a welcoming and inclusive environment in the district. However, the relationship between accessibility and the preservation of the historic built environment has not been adequately addressed, jeopardizing Lunenburg's historic vernacular architecture. Regrettably, the Province has been slow in introducing incentives and support for property owners to make their properties more accessible. As a result, Town staff, residents, and business owners have had to tackle this issue without assistance under a tight timeline. The Town of Lunenburg has recently invested in accessibility expertise. However, further external multidisciplinary expertise is necessary to ensure accessibility interventions align with best practices while preserving the historic built environment.
 - **A lack of inclusivity:** The Town of Lunenburg needs to reassess its history through a postcolonial lens to address the historical injustices suffered by Acadians, African Nova Scotians, and

Indigenous peoples due to colonization. As the best-preserved colonial settlement in North America, Lunenburg stands to make an important contribution to Canada's Truth and Reconciliation should adequate resources be made available.

- **Climate threats:** Old Town Lunenburg is facing the harsh realities of climate change, including rising sea levels, extreme weather events, and changes in temperature and precipitation patterns. Such changes could severely impact the marine ecosystem and local fishing industry, which are integral to Lunenburg's marine culture. Furthermore, the historic buildings in the town are at risk of damage or destruction from the effects of climate change. To be proactive in mitigating the impact of climate change on its cultural heritage, the draft *Heritage Conservation District Plan and By-law* include new guidelines on green technologies. The Government of Canada can play a significant role in supporting the Town's efforts to mitigate the effects of climate change by providing financial support for heritage-sensitive green initiatives.
- **Weak provincial legislation:** Rising property values and labour shortages make adequate conservation out of reach of the average household. Lunenburg's residents and businesses have demonstrated a deep commitment to heritage conservation, but demolition by neglect may be an increasing issue given rising costs. This is only compounded by a scarcity of municipal, provincial, and federal conservation grants. The Nova Scotia *Heritage Property Act* provides legal framework for heritage property protection, but it lacks provisions against demolition by neglect, which makes it difficult for municipalities to adequately protect their heritage properties. Several strategies have been employed in Canada to prevent demolition by neglect, including by-laws, heritage grants and tax incentives. Unfortunately, municipalities in Nova Scotia are not empowered to provide heritage-based tax exemptions. While the Town can appeal to the Provincial Government to make legislation changes, this threat can only be mitigated through provincial leadership, combined with provincial and federal conservation funding.

Strategic Plan Relevance

Heritage

- Preserve the valuable heritage resources of Lunenburg while embracing an ongoing evolution of the landscape.

Relevant Legislation

UNESCO's *Convention Concerning the Protection of the World Cultural and Natural Heritage* (1972)
Lunenburg's *Heritage Conservation District Plan and By-law* (2000)

Financial

There are no financial implications, however, the report makes a strong argument for the Town receiving federal and provincial funding towards conserving Old Town Lunenburg's Outstanding Universal Value.

Communications

If approved, the State of Conservation Report (Appendix A) will be sent to Parks Canada.

Attachments

Appendix A – 2023 State of Conservation Report



2023

STATE OF CONSERVATION

Old
Town
Lunenburg

(902) 634-4410
119 Cumberland Street
P.O. Box 129
Lunenburg, NS
BOJ 2C0

Cover Letter

To Whom It May Concern,

On behalf of the Town of Lunenburg, I am pleased to submit this report on Old Town Lunenburg World Heritage Site's state of conservation to Parks Canada.

Lunenburg is a 2500-person living town of Outstanding Universal Value. Its needs are similar but also different from other small towns across Canada. Like other communities, our residents live and work, raise families, grow businesses, and plan for their futures here. If the Town is to persevere for another 270 years, it must face pervasive challenges plaguing many Canadian towns, like affordable housing, accessibility, inclusivity, and climate change. The Town is also uniquely responsible for ensuring Old Town's Outstanding Universal Values are protected, maintained, and enhanced on behalf of the international community. These objectives are far from mutually exclusive, and through new initiatives and instruments, we intend to keep Lunenburg vibrant and our heritage unharmed.

The Town remains committed to its World Heritage status, but this report contains hard truths. Despite the Town's best efforts, our Staff have found Old Town Lunenburg to be in poor condition.

This report is a clarion call to the Province of Nova Scotia, the Government of Canada and anyone who cares about our nation's heritage. We hope Parks Canada will commit itself to its duty under the *Convention Concerning the Protection of the World Cultural and Natural Heritage* to safeguard Canada's World Heritage Sites as we in Lunenburg have committed ourselves to protect Old Town Lunenburg in the past, present and future for ourselves and the world.

Sincerely,

Peter Mosher
Deputy Mayor

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Land Acknowledgement

The Town of Lunenburg is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. We are all Treaty people.

Executive Summary

*"The Town of Lunenburg conserves Old Town Lunenburg, a universally significant site, on behalf of the global community. This is an honour, a profound responsibility, and a heavy burden. The Town simply cannot do it alone. **Fundamentally, the federal and provincial governments must re-commit to conserving and presenting Old Town Lunenburg for Canadians and the world.** The Town has disproportionately shouldered stewarding Old Town Lunenburg and is in desperate need of funding. As indicated in the Lunenburg Heritage Sustainability Strategy over a decade ago, "[w]ithout this collaboration, it will be extremely difficult, perhaps impossible, for the Town alone to continue to maintain the world heritage district to the standards expected by the nation and the rest of the world" (2010, 4).*

For the past twenty years, the Town of Lunenburg has argued through reports and news media that the Town needs significant financial support to conserve Old Town Lunenburg World Heritage Site. Lunenburg's heritage status has placed a planning, maintenance, and operating burden on the Town beyond what other municipalities of its size face.

Old Town Lunenburg is unique in Canada as the only World Heritage Site without a significant provincial or federal managerial presence. The Town of Lunenburg receives no standing fiscal or human resource support from the Government of Canada or Nova Scotia. Instead, the Town must meet its conservation challenges through its existing human resources, competitive grants, and outside consultants. The Town of Lunenburg urgently needs significant financial support to ensure the district's future. Deferred maintenance, combined with a longstanding inadequate financial and human resources, has put the future of Old Town Lunenburg in a difficult position. Staff have asked for budget and funding information for Canada's other cultural World Heritage Sites. Our preliminary research suggests that Lunenburg is Canada's most under-resourced World Heritage Site, with combined provincial and federal support less than any other site.

Even preparing this report, Staff faced multiple challenges, most alarming a lack of data and research to inform evaluation and decision-making. Old Town Lunenburg does not have a current management plan. The current *Old Town Lunenburg Heritage Conservation Plan and By-law* are over twenty years old and do not follow nationally or internationally agreed-upon best practices like value-based conservation. No visitation, interpretation, branding, communication strategies, or cultural-economic studies have been undertaken. Our heritage status has created considerable tourist and housing pressures that the Town struggles to adequately address, in addition to new environmental, accessibility and reconciliation obligations. As tourism increases, our traditional industry and the bedrock of our marine culture, our offshore fishery, continues to evolve. Recent provincial support for our working waterfront through Build Nova Scotia is welcome but Build Nova Scotia's *Lunenburg Waterfront Master Plan 2019-2023* expires this year. The industry still needs to be analyzed through a heritage lens.

Management

We anticipate Old Town Lunenburg's management will improve in the next year to five years. First, Council has allocated \$50,000 in the 2023-2024 Operating Budget for an Economic Impact Study, including analyzing our marine, tourism, and cultural sectors. To complete this project, the Town seeks provincial grant funding and matching contributions from local partners, like the Lunenburg Board of Trade. If funding is not secured, the project likely will not proceed.

Second, a draft Old Town Lunenburg Heritage Conservation Plan and By-law will be publicly released shortly and reviewed by Council in Summer 2023. The draft promotes a minimal intervention approach and compatibility and legibility in physical interventions. It follows value-based conservation, as recommended

under the *Operational Guidelines for the Implementation of the World Heritage Convention* (2021, Section 51) and the second edition of the *Standards and Guidelines for the Conservation of Heritage Places in Canada* (2010). If adopted, the Town will make future management decisions considering whether actions enhance or compromise the district's heritage value as outlined in an updated Statement of Significance that integrate internationally, nationally, and locally recognized values.

Pending the new *Heritage Conservation District Plan and By-law's* adoption, Staff may develop a five-year Management Plan for Old Town Lunenburg. While the *Heritage Property Act* (1989, amended 2010) may protect Old Town Lunenburg legally, conserving the district's rich heritage requires a combination of regulatory and non-regulatory measures. The draft Plan and By-law include new policies surrounding documentation, capacity-building, and conservation incentives. It also recommends exploring mitigation measures against demolition by neglect and land speculation and addresses inclusivity, accessibility, and climate change. The new Heritage Conservation District Plan and By-law is an essential first step towards remedying multiple weaknesses and immediate threats to Old Town Lunenburg's integrity and authenticity.

Integrity

The gravest and most immediate threat to Old Town Lunenburg's integrity is the degradation of its civic blocks and buildings. The four civic blocks in the centre of Old Town Lunenburg initially set aside for public use in Charles Morris' Plan are integral to Lunenburg's continued functioning according to its colonial plan. These blocks must remain publicly accessible and serve public functions, or Old Town Outstanding Universal Value would be compromised. Three municipally owned buildings on these blocks – the Fire Hall, Town Hall and the Armouries – are in critical condition. If funding is not secured, Town Services may be forced to relocate. This is the most pressing heritage issue facing the Town.

The Town's historic vernacular architecture also requires significant investment. As UNESCO has previously recognized, rising property values and preservation costs mean conservation is increasingly an unmanageable financial burden for our community. Even when financing is available, securing skilled tradespersons is challenging. One crucial case, for example, is the Knaut-Rhuland House National Historic Site, where Parks Canada recently denied funding for urgently needed repairs. The Lunenburg Heritage Society, which owns and runs Knaut-Rhuland House as a house museum, relies heavily on donations for its capital projects and operations. Many of its donors are local, testifying to Lunenburgers' generosity but further illustrating the disproportionate burden placed on the local community compared to our provincial and federal counterparts.

Lunenburg has received significant provincial investment towards revitalizing its working waterfront through Build Nova Scotia. Our marine culture is Lunenburg's best-interpreted Outstanding Universal Value, thanks to the Fisheries Museum of the Atlantic, part of the Museum of Nova Scotia. Yet Staff hesitate to evaluate this attribute. How Lunenburg's modern fishery contributes to our marine culture as recognized by UNESCO is unclear. This makes it hard to evaluate the impact of Build Nova Scotia's work, though it appears to be very positive. Build Nova Scotia has rehabilitated vital assets like the Zwicker Wharf and Big Boat Shed under its *Lunenburg Waterfront Master Plan 2019-2023*. However, the relationship between, for example, our contemporary working waterfront and historical and contemporary vernacular architecture is little understood.

Authenticity

Research, documentation, and interpretation are sorely lacking in Old Town Lunenburg. Again, no visitor, tourism, interpretation, marketing or branding plans exist. While public support of our World Heritage Listing is high and widespread, there is limited understanding of the reasons for and the implications of our listing. For example, what constitutes Lunenburg's continuing vernacular tradition today has gone unstudied and undefined, stymying regulatory efforts. How to guide our marine culture relative to our World Heritage Listing is also unknown. No coordinated or supported skills training opportunities or conservation education programs are in place.

Interpretation is minimal and uncoordinated. Signage and interpretation panels throughout Old Town are inconsistent, and some are outdated. No interpretation facility is dedicated to Lunenburg's history or its Outstanding Universal Value. While the Fisheries Museum of the Atlantic excellently interprets the Atlantic fisheries, its collecting mandate does not adequately encompass Lunenburg's material culture and planning history to be considered a World Heritage interpretation or research center. The Knaut-Rhuland House National Historic Site opens to the public in the summers and tells the story of eighteenth and nineteenth-century life in Lunenburg. Again, this site is run by the Lunenburg Heritage Society. The museum is under-resourced, and the building desperately needs repairs.

There is also no archive in Lunenburg. The Town has no archiving process or adequate storage facilities for historical documents or material culture. Significant archival materials dating to the nineteenth century are held in various private collections, some in dubious conditions. Records from at least the early twentieth century can be found throughout Town Hall, a seriously compromised building. Lunenburg has no research program, and surprisingly, few studies have been undertaken either internally or externally, for example, within academia, of the site and its Outstanding Universal Value.

Urgent Threats

Staff have identified five urgent threats to Old Town Lunenburg Heritage Conservation District: the integrity of the civic blocks, new accessibility requirements, truth and reconciliation, climate adaptation, and weak provincial heritage legislation. These are listed from the most pressing to the least pressing issue based on an in-house determination of the most immediate threats. However, each threat could seriously compromise Old Town Lunenburg's Outstanding Universal Value and must be addressed; the sooner, the better.

Nova Scotia has been making efforts to ensure that buildings in the province are more accessible for people with disabilities through its *Access by Design 2030* strategy, *Accessibility Act*, and *Building Code Regulations*. However, the relationship between accessibility and the historic built environment has not been adequately worked through, threatening Lunenburg's historic vernacular architecture. Guidelines introduced to ensure that heritage buildings are preserved while meeting accessibility requirements are very high-level. Implementing them has fallen to municipalities with little time or support to pursue appropriate interventions. The historic features of Old Town Lunenburg pose a challenging environment for accessibility. Old Town has steep streets and sidewalks, narrow streets, and little to no building setbacks. Thankfully, the Town of Lunenburg has recently invested in accessibility expertise. The Accessibility Coordinator for Lunenburg County, Ellen Johnson, will work with the Town's municipal building, planning, and heritage professionals to discuss how to meet this challenge. We anticipate needing additional external expertise.

The Town of Lunenburg is commemorated as North America's most intact colonial settlement. Its history is inextricably linked to the Mi'kmaq people who have lived here for over ten thousand years. However, the Town's history is often presented exclusively from the perspective of colonial descendants, ignoring the experiences of Indigenous peoples and African Nova Scotians. The Town needs to reassess its history and heritage recognition through a postcolonial lens to address the historical injustices suffered by Indigenous people due to colonization and the dispossession of their lands. Re-examining Lunenburg's history through a postcolonial lens would be a decisive repudiation of concepts like the Doctrine of Discovery and terra nullius flagged by the Truth and Reconciliation Commission of Canada. The Town is committed to reevaluating its history and has taken steps toward this but recognizes that more needs to be done. The Town seeks funding to support its work towards cultural inclusiveness and calls on the Government of Canada to make supporting these efforts a keystone in its Truth and Reconciliation efforts.

Old Town Lunenburg is vulnerable to the effects of climate change, including rising sea levels, extreme weather events, temperature and precipitation patterns, and alterations in the marine ecosystem. These effects threaten the Town's economy, infrastructure, and cultural heritage, especially its historic wooden buildings. The rising cost of heating buildings is a significant concern, as replacing historic windows and installing heat pumps threaten the Town's vernacular architecture. The Town of Lunenburg is trying to be proactive in mediating the impacts of climate change on its cultural heritage. Still, financial resources are

required to implement adaptive management strategies fully. The Government of Canada can provide financial support for energy-efficient retrofits, coastal erosion management plans, green building design, and other adaptive systems to help the Town protect its unique heritage buildings and infrastructure and contribute to sustainable economic development in the region.

The Nova Scotia *Heritage Property Act* (1989, amended 2010) provides a legal framework for heritage property protection. Still, it has a severe limitation: it lacks provisions against demolition by neglect, which can lead to significant deterioration and irreversible damage to heritage districts. This lack is a serious concern for a district like Old Town Lunenburg. Rising taxes, real estate prices, and conservation costs are increasingly financially out of reach for citizens, mounting the risk of demolition by neglect. While some Canadian provinces empower municipalities to require property owners to maintain their properties to a certain standard or offer tax incentives to encourage preservation, Nova Scotia does not. The *Heritage Property Act* also does not enable the protection of view planes that extend beyond Lunenburg's Old Town Lunenburg Heritage Conservation District's boundaries a flaw that leaves the iconic harbour view of Old Town Lunenburg vulnerable. This lack of provincial leadership makes it difficult for the Town of Lunenburg to protect its heritage properties adequately.

Conclusion

The remainder of this report is organized in three sections. The first section surveys Old Town Lunenburg's current management, or lack thereof, and outlines its future direction should Council enact the new draft Heritage Conservation District Plan and By-law. The second section is a more detailed analysis of Old Town Lunenburg's current state of conservation, organized under the three reasons for its World Heritage Listing: its well-preserved colonial plan, its vernacular architecture tradition, and its maritime culture. It closes with a consideration of the World Heritage Buffer Zone. Lastly, the third section details threats to the district's authenticity and integrity. The constant theme throughout is that federal and provincial funding is urgently needed. Without a significant outside financial investment in Old Town's conservation, the Town of Lunenburg will be forced to seek international assistance.

Regulation and Management	Poor: Old Town Lunenburg's regulation and management are poor, but significant improvement is anticipated in the next year to five years.
Visitation, Interpretation and Understanding	Poor: Old Town Lunenburg's interpretation, understanding and visitor management are poor. Little to no improvement is anticipated in the next year to five years. Significant investment is needed.
Colonial Settlement in North America	Critical: The integrity of our colonial plan is under immediate threat, and the need for conservation is critical. Significant investment is urgently needed.
Vernacular Architecture Tradition	Poor: The integrity and authenticity of our vernacular architecture tradition are poor. Significant investment is urgently needed.
Marine Culture	Good: Lunenburg's Marine Culture is strong. This strength should continue or improve if Nova Scotia continues its support and management leadership.

SECTION I: MANAGEMENT

Regulation and Management

Old Town Lunenburg's regulation and management are poor, but significant improvement is anticipated in the next year to five years.

Old Town Lunenburg World Heritage Site is regulated under Nova Scotia's *Municipal Government Act* (1998, amended 2023) and *Heritage Property Act* (1989, amended 2010). While the Province of Nova Scotia retains regulatory authority over five Provincial Heritage Properties – Lennox Tavern, Lunenburg Academy, Knaut-Rhuland House, St. John's Anglican Church, Zion Lutheran Church - regulatory authority over Old Town Lunenburg is delegated to the Town of Lunenburg.

The Town of Lunenburg regulates Old Town Lunenburg World Heritage Site under its *Old Town Lunenburg Heritage Conservation Plan and By-law* and its *Land Use By-law*. A Heritage Sustainability Strategy was prepared in 2010 but was never adopted by Town Council. A new *Land Use By-law* was adopted 2021, and a new *Subdivision By-law* 2021. A new award-winning Comprehensive Community Plan was adopted 2020. It was based on extensive community visioning and consultation that went beyond 'checking a set of boxes.' Lunenburg was studied holistically, guided by the ideas and values of residents and local stakeholders, through surveys, online engagement, interviews, and monthly community meetings. Four hundred people participated in the formative stage alone, with roughly one hundred and fifty attending thematic workshops.

Since 2018, the Town of Lunenburg has been working on a new Old Town Lunenburg Heritage Conservation District Plan and By-law. The Plan and By-law follow a value-based heritage management approach, as recommended under the *Operational Guidelines for the Implementation of the World Heritage Convention* (2021 Section 51) and the second edition of the *Standards and Guidelines for the Conservation of Heritage Places in Canada* (2010). Management decisions will be made considering whether actions enhance or compromise the district's heritage value as outlined in the district's Statement of Significance.

Recently, the Town of Lunenburg has created a new Department of Community Development that includes planning, recreation, tourism, special events and economic development. This unique, multidisciplinary team has a plethora of expertise relevant to managing a World Heritage Site. Furthermore, part of this new department is a full-time Senior Planner/Heritage Officer who started in December 2022. While this position is invaluable to the Town's heritage work relative to its World Heritage Listing, we believe having one staff person dedicated to Old Town's management with additional planning responsibilities leaves Lunenburg understaffed relative to Canada's other World Heritage Sites. Staff also need clarity around Lunenburg's reporting obligations and hope to work with Parks Canada toward refining and clarifying roles and responsibilities in the next twelve months.

New Old Town Lunenburg Heritage Conservation Plan and By-law

Since the Nova Scotia *Heritage Property Act* does not provide a precise mechanism to revise existing Heritage Conservation District Plans and By-laws, Council has initiated repealing the existing plan and by-law, adopted on May 11th, 2000, and enacting a new Plan and By-law to replace it. On August 9th, 2022, Council approved Brighter Community's *Lunenburg Old Town Historic Conservation District Review Background Study*. Staff have worked with Brighter Community towards completing the Old Town Lunenburg Heritage Conservation District Plan and By-law. With new internal resources, namely the successful hiring of a new Town Senior Planner/Heritage Officer, it was deemed that Staff could tailor Brighter Community's work to the local Lunenburg context to ensure it met the Town's needs and the project remained on budget. The Town received Brighter Community's final deliverable on February 23rd, 2023. Town staff will share a copy of the draft Heritage Conservation Plan and By-law with Parks Canada staff when publicly available.

Overarching Approach

The primary goal of designating Old Town Lunenburg as a Heritage Conservation District is to protect its heritage value for present and future generations. The conservation of Old Town Lunenburg Heritage Conservation District will be guided by the three standards below, which draw heavily from national and international policy documents.

1. Minimal intervention – Interventions must be undertaken with the utmost care to minimize the loss of historical evidence and ensure the district's integrity. Intact or repairable character-defining elements should not be demolished, removed, replaced, or substantially altered.
2. Compatibility – Development within Old Town Lunenburg Heritage Conservation District is not prohibited but must be visually and physically compatible with surrounding character-defining structures.
3. Legibility – Changes within the district, including to individual historic structures, must be legible upon close inspection and thoroughly documented to ensure the district's authenticity.

Revised Statement of Significance

The Plan and By-law follow a value-based heritage approach. A new Old Town Lunenburg Statement of Significance has been prepared to align all the district's extant municipal, provincial, national, and international designations and clarify what attributes contribute to Old Town's heritage value. This approach ensures all the values for which Old Town Lunenburg was listed as a World Heritage Site are protected instead of focusing solely on historic buildings, urban form or setting. Staff anticipate recommending updates to the Statement of Significance if Old Town Lunenburg's less understood intangible heritage aspects, namely its continuing vernacular tradition and marine culture, are finally adequately studied. Changes to civic and church buildings, as well as National Historic Sites and Provincial Heritage Properties, will be managed using site-specific Statements for Significance.

Increased Capacity

Old Town Lunenburg has one full-time staff member dedicated to heritage work. However, this position also includes general planning responsibilities. To increase capacity, the Heritage Officer leans heavily on other Department of Community Development members for their relevant expertise. The Town of Lunenburg has extensive engineering, planning, heritage, and project management experience on Staff across Community Development and its Public Works Department. Accredited planner, Director of Community Development Arthur MacDonald, has significant heritage experience and acts as Heritage Officer as needed. The Town hopes to train two new planners in heritage planning to increase the Staff's knowledge. The Town of Lunenburg has a long and successful heritage conservation and construction track record. It has consistently shown it has the experience and capacity to manage large-scale projects with dynamic support from internal Staff, expert consultants, and its valuable funding partners. However, the Town is operating at full capacity, and significant managerial improvements, especially around ongoing responsibilities like monitoring and maintenance, will require additional human resources.

Parks Canada Reporting

Parks Canada is noticeably absent from Lunenburg, with little communication between Town and Parks Canada staff. This lack and Old Town Lunenburg's unique municipal management structure compared to other Canadian World Heritage Sites requires a special collaborative relationship. Lunenburg has not received direction from Parks Canada on what should be reported to them and when. For example, should Staff report projects being explored internally to Parks Canada before bringing them to Council or afterwards? If Parks Canada prefers to be informed of potential projects as early as possible in decision-making, including before decisions and opinions are made public, what confidentiality can Parks Canada provide? The public frequently desires Parks Canada's views on municipal actions. What responsibility does Parks Canada have to give feedback on whether actions under consideration may affect Old Town

Lunenburg's World Heritage Listing? What support can the Town expect regarding Parks Canada's State of Conservation reporting, World Heritage Implementation, and World Heritage Centre communications responsibilities? This uncertainty is unfair to Staff and Lunenburg's population, who deserve to know Lunenburg's reporting obligations to Parks Canada and, in turn, the World Heritage Committee. A lack of clear direction combined with the Town's past and current lack of human resources has resulted in minimal reporting. This lack of communication serves no one, least of all the public, who hunger for greater transparency. Given the Town's new heritage capacity, Staff hope to work with their Parks Canada counterparts towards a more collaborative relationship, ideally clarifying reporting processes within the next twelve months.

Interpretation, Understanding and Visitor Management

Old Town Lunenburg's interpretation, understanding and visitor management are poor. Little to no improvement is anticipated in the next year to five years. Significant investment is needed.

Residents and visitors alike do not fully understand the significance of Old Town Lunenburg. Currently, no education or interpretation strategies or branding and marketing strategies are in place. Additionally, there is no plan to manage visitors or the impact of tourism on the Town. The community has not taken full advantage of the benefits provided by the Town's World Heritage Listing. The Town lacks reliable visitor and resident survey data to report on the understanding of World Heritage Listing accurately. Staff observations, rather than a systematic review, are the basis of the following information. Section Three, Opportunities and Threats, addresses the challenges of making Old Town Lunenburg a welcoming and inviting site.

The Nova Scotia Museum is one of the oldest provincial museums in Canada. Consisting of twenty-eight museum sites across the province, it is also the most decentralized museum in Canada. The Nova Scotia Museum is responsible for over one million artifacts and specimens and maintains more than 210 buildings, four floating vessels and nine locomotives. The museum is managed directly by the Government of Nova Scotia or through a unique system of cooperative agreements with societies and their boards in local communities. A highlight of Old Town Lunenburg's presentation is provincial-local collaboration interpreting our Waterfront and marine culture, particularly our fishery and boatbuilding traditions.

In Lunenburg, the Lunenburg Marine Museum Society, founded in 1967, operates the Fisheries Museum of the Atlantic and the schooner Bluenose II for the Province of Nova Scotia. The Museum has approximately 35,000 to 40,000 artefacts in their collection, including two ships. The museum itself is comprised of three connected vernacular marine buildings, and the boat shop. The 2023-2024 provincial budget included \$2.6 million more for provincial museums and the operation of the iconic Bluenose II. Two recent Fisheries Museum projects are particularly relevant to Old Town Lunenburg's Outstanding Universal Value. First is a new interpretation program run by the Fisheries Museum of the Atlantic in the Big Boat Shed. More than 270 ships — including Bluenose II, the Bounty and the Rose — were constructed in the Smith and Rhuland Shipyard. Opened to the public in 2021, the Big Boat Shed now gives visitors a front-row seat to Lunenburg's boatbuilding tradition. Thanks to the work of the Lunenburg Marine Museum Society, with support from the Atlantic Canada Opportunities Agency and the Province of Nova Scotia, the space still hosts traditional boatbuilding activities along with new viewing areas, exhibits and interactive workshops. Second, A new exhibition, *Salt Seas and Sailors* opened in September 2022, showcasing the life of sailors at sea. Made possible through generous support from William (Tim) Wallace and the Huntington-McGill Collection, this exhibition features invaluable Lunenburg folk art and artifacts that testify to Old Town's marine culture, linking our offshore fishery to material cultural expression in new ways. This exhibition opens countless new avenues for research on how the fishery influenced Old Town Lunenburg's cultural history, including its globally recognized vernacular architecture tradition.

Despite these efforts, it appears the reason for Old Town Lunenburg's World Heritage listing is not adequately communicated, with few residents and visitors understanding the history behind the prestigious

listing and their role in preserving the world's cultural diversity. Heritage work based on spurious research adds to the confusion; for example, the Historic Sites and Monuments Board of Canada's 1991 decision and the Town Council's 2000 decision to include painting buildings bright colours amongst the district's heritage values. This tradition likely dates to the 1980s. Despite its heritage significance, Lunenburg does not have a cultural center dedicated to preserving and presenting Old Town Lunenburg to its residents and the world. There is no archive or museum devoted to Lunenburg's world heritage listing. There is nowhere for residents to seek information and support in caring for this special place or conduct research critical to preserving the district's authenticity.

We anticipate Old Town Lunenburg's management improving in the next year to five years. First, Council has allocated \$50,000 in the 2023-2024 Operating Budget for an Economic Impact Study, including analyzing our marine, tourism, and cultural sectors. We hope this study will illuminate how to encourage economic development while remaining heritage sensitive. Economic Development is particularly challenging in a town where tourism is increasing, and the offshore fishery is tied to its historical value. To complete this project, the Town seeks provincial grant funding and matching contributions from local partners, like the Lunenburg Board of Trade. If this funding is not secured, the project likely will not proceed.

However, one study will not make Old Town Lunenburg's presentation acceptable. Lunenburg's cultural sector, both private and public, needs to coordinate its efforts. The Town should take an active role in this to meet local and international needs. This role would likely require additional Staff. Second, new studies and programs are sorely needed, requiring a substantial investment. Many excellent suggestions were made in the 1998 *Lunenburg World Heritage Community Strategy* report and should be reviewed for their continuing relevance. They comprised marine-related training, recreation planning, hospitality, media arts, film and video training, craft skills, boatbuilding, woodworking, ceramics, and metalwork training. As was recommended in the *2010's Heritage Sustainability Study: Old Town Lunenburg*, Nova Scotia, Parks Canada should invest in an interpretive center in the community and Staff this interpretive facility with appropriate personnel to assist with interpretive activities. The Government of Nova Scotia should similarly invest in an appropriately staffed archive in Lunenburg with a collection mandate aligned with Old Town Lunenburg's Outstanding Universal Value.

SECTION II: STATE OF CONSERVATION

Colonial Plan

The integrity of our colonial plan is under immediate threat, and the need for conservation is critical. Significant investment is urgently needed.

Criterion (iv): Old Town Lunenburg is a well-preserved example of 18th-century British colonial urban planning, which has undergone no significant changes since its foundation, and which largely continues to fulfil the economic and social purposes for which it was designed...

Old Town Lunenburg's heritage value is at risk due to deteriorating physical conditions and the pending loss of its civic blocks' historical uses. Any further erosion of the civic block's historic fabric and role in public life would hurt the district's integrity and put its Outstanding Universal Values at risk. To address this issue, the Town of Lunenburg needs significant funding.

The civic blocks consist of seven parts, from west to east St. John's Anglican Church National Historic Site and the parade ground to the west of it, the Fire Hall, the Firemen's Memorial Park, the Town Hall, the Civic Square, and the Armouries. After a devastating fire in 2001, St. John's Anglican Church was painstakingly reconstructed and is still in excellent condition. However, the other five components, owned by the Town of Lunenburg, are deplorable and require urgent repairs. The Fire Hall, Town Hall and Armouries Building are in unacceptable condition and urgently need repairs to remain habitable. The new draft *Old Town Lunenburg Heritage Conservation District Plan and By-law* encourage adaptive reuse only when it supports Old Town's continued functioning according to Charles Morris's original town plan. However, if significant funding is not found, the Town may have no choice but to sell the civic blocks for private development.

Fire Hall

Located across Duke Street east of St. John's Anglican Church National Historic Site, Lunenburg's historic fire hall was constructed in 1928. In the 1950s, the Lunenburg Electric Utility annex was added to the eastern side or back of the building facing Cumberland Street. Its brick construction relative to the surrounding wooden buildings helps delineate Old Town's Civic Squares. The Town has built a new fire station and no longer uses the Duke Street station. The Electric Utility still uses the annex portion of the building to store electric meters and other Utility supplies. The Nova Scotia College of Arts and Design used the Fire Hall until August 2021 when the Town decided to explore divesting the building.

The Fire Hall, especially the 1950s annex, desperately needs repairs. Cracks through load-bearing cinderblock are easily visible, raising questions about the structural stability of the building. Both flat roofs need replacing, and the annex's roof has significant water drainage issues. This has led to moisture issues and water damage throughout the building. Safety is also a major concern, with substantial water damage surrounding electric outlets and panels. Currently, the Fire Hall is unsuitable for any use other than storage.

In 2021 and 2022, Lunenburg's Town Council explored a private sale and private lease redevelopment of the Fire Hall and notified Parks Canada. Staff determined that carving off part of the historic original civic blocks for private ownership and use would significantly affect Old Town Lunenburg's Outstanding Universal Value. The preservation of the 1753 Model Town Plan, including the conservation of the common lands in the four civic blocks 'Granted in Trust' on Morris's town map, are a significant feature of Old Town Lunenburg's Plan. In addition, the rezoning of the Fire Hall from

institutional to any other use other than Open Space ran contrary to the Old Town Lunenburg Heritage Conservation District Plan.

On March 26th, 2021, ICOMOS Canada President Christophe Rivet indicated the proposal raised concerns, and the Board was preparing recommendations. ICOMOS Canada's Committee on World Heritage's report received July 21st, 2021, highlighted that Old Town Lunenburg meets the World Heritage Committee's condition of authenticity because of the uses and functions of its buildings and public spaces. Parks Canada provided an opinion on April 9th, 2021, indicating that the World Heritage Centre and ICOMOS International may need to evaluate the sale for its potential impact to Old Town Lunenburg's Outstanding Universal Value and a Heritage Impact Assessment may be recommended. Town Council paused selling the Fire Hall based on this feedback. However, the building remains in critical condition with no conservation plan or repair financing.

Town Hall

Built in 1893 at 119 Cumberland Street, Town Hall's red brick and granite is unique in a Town known globally for its wooden vernacular structures. It is one of the oldest continuously used Town Hall's in Canada. Unfortunately, Town Hall has been subjected to insensitive interventions and needs urgent repairs. The exterior brick is spalling, and the mortar is deteriorating. The roof leaks drastically, and while the original windows are largely intact, the frames have deteriorated. The entire fourth floor is derelict and unused, and there is mould and cracked and crumbling drywall throughout the building. The building's current oil heating system is both environmentally and fiscally unsustainable, and its electrical system cannot meet modern demands. Overall, the moisture and heating issues are speeding up the site's decay and the risk of structural failure.

The Town contracted Fishburn Sheridan to develop a Town Hall exterior restoration package in March 2022. The scope of work included an external building condition assessment, developing detailed measured drawings for exterior work, developing a detailed scope of work and tender documents, and preparing cost estimates. Fishburn Sheridan completed the exterior Building Condition Assessment on October 24th, 2022, which revealed the need for further air quality and structural testing. Eight test openings were made in Town Hall's exterior brick on April 10, 2023, and Staff eagerly await the results of Fishburn's structural study. The initial cost estimate to conserve the building exterior was \$3.8 million. Without considerable investment, this irreplaceable historic asset may be lost, jeopardizing the district's World Heritage status.

The Armouries

The Lunenburg Armouries is a relatively plain one-and-a-half-storey building with a dramatically pitched gable roof. Located close to the east-west and north-south street lines, it runs the entire length of Hopson Street between Cumberland and Townsend Streets. Built in 1867, the Armouries is critical to Old Town's Outstanding Universal Value because it anchors the Easternmost of the four civic blocks originally set aside in the colonial town plan. Homes were built on the Western two-thirds of the block between 1894 and 1927.

The Armouries, along with the Fire Station and Town Hall, is in poor condition and requires repairs. Additionally, it has a significant vermin infestation. The building serves as the location for the offices and workshop of the Public Works Department, where essential maintenance work for the town is completed. Unfortunately, there has been no assessment done on the building, nor any plans made to conserve it. To preserve the Armouries, a significant financial investment would be necessary to conduct a study and implement conservation efforts.

Vernacular Architecture Tradition

The integrity and authenticity of our vernacular architecture tradition is poor. Significant investment is urgently needed.

Criterion (iv): ...Of special importance is its diversified and well-preserved vernacular architectural tradition, which spans over 250 years.

Conserving Lunenburg's unique vernacular architecture requires two different approaches. Historic vernacular structures must be conserved. Unfortunately, the Town does not have the money needed to run its own grant program, so the cost of conserving the majority of Old Town's vernacular architecture falls solely to our residents, businesses and non-profits. These stewards are heroes of Canada's heritage movement, personally shouldering Old Town Lunenburg's stewardship on behalf of the world and should be celebrated and congratulated for their dedication and perseverance.

Every property is unique and has unique needs, but trends are visible. Reviewing the last year of Certificates of Appropriateness issued by the Town to alter historic buildings in Old Town Lunenburg, climate adaptation is a significant trend. The installation of heat pumps is typical, as is roof replacement, as many cannot afford to heat their homes without these upgrades. Without training or access to specialist tradespeople, Staff regularly receive requests to replace original windows and doors with contemporary vinyl replacements, with owners believing this is the only option to improve the energy efficiency of their buildings. Some owners do not know the nuances of conservation, and the Town is not adequately resourced to undertake public education.

Yet the World Heritage Committee also recognizes that Lunenburg's vernacular architecture tradition has continued. UNESCO has noted that "[w]hile a continuing vernacular architectural tradition is integral to the property's Outstanding Universal Value, there has been very limited infill in the modern era." As a living tradition, neo-vernacular construction must be encouraged to sustain Old Town's Outstanding Universal Value. The draft Plan and By-law thus enable neo-vernacular construction in and around Old Town Lunenburg. Standalone construction, including new buildings, outbuildings, structures, fences, or signs within the district, must be physically and visually compatible with, subordinate to, and distinguishable from surrounding character-defining structures. New buildings in the district must be compatible with Lunenburg's character-defining structures of the same type, whether civic, commercial, residential, or marine-industrial. Additions, alterations, and new construction must incorporate traditional materials, techniques, and skills wherever possible. The intent is to create an environment conducive to neo-vernacular expression. Yet, research and training on neo-vernacular architecture and what it is and means to create vernacular buildings or interventions today urgently need research. Skills training is also required desperately if Lunenburg's vernacular tradition is to continue.

Knaut-Rhuland House

Knaut-Rhuland House National Historic Site, Old Town's only vernacular residence open to the public, has recently completed urgent structural repairs but still needs considerable work. Parks Canada granted the Lunenburg Heritage Society, which owns the home and runs it as a historic house museum, \$55,116.50 through the National Cost-Sharing Program for Heritage Places to complete Phase I of the 2022 Knaut-Rhuland House Conservation Plan. The Society's application for funding from Parks Canada to complete Phase II was unsuccessful.

Founded in 1972, the Lunenburg Heritage Society is a registered non-profit with a mission to protect and promote Lunenburg's natural and cultural heritage. Between October 2021 and March 2022, the Lunenburg Heritage Society restored Knaut-Rhuland House's southern windows thanks to \$6000 from an

anonymous donor and \$3500 from the Heritage Trust of Nova Scotia's Buildings at Risk Fund. In July 2021, the Lunenburg Heritage Society sought a heritage architect to create a conservation plan for Knaut-Rhuland House and hired AbleARC Studios, led by principal architect Greg Munn. The Conservation Plan, including research, investigation, assessment, and evaluation of Knaut-Rhuland House, as well as recommendations and prioritization of treatment options, was completed in March 2022. Heritage Standing, an engineering firm based in Fredericton, formed part of the SableARC team led by principal engineer Dr. Tom Morrison.

The Conservation Plan recommends conserving Knaut-Rhuland House in two phases. Phase one focused on urgent recommendations addressing structural deficiencies threatening the building's integrity and continued safe use. These included reconstructing failed portions of the stone foundation, reframing the roof around the western chimney, repairing a failed stair stringer, and reframing the opening around the current and previous basement stairs. In March 2022, the Society launched a fundraising campaign to pay for phase one. The estimated cost for phase one was \$110,000, and in April 2022, a request for \$55,116.50 was approved by Parks Canada, with a completion date of March 31st, 2023. Other funding sources included \$22,000 from the provincial Heritage Property Program and \$33,081.58 in private donations.

Phase two work includes addressing site drainage issues to ensure the long-term preservation of the home's foundation and preserving and repairing the wood elements of the house's exterior. Exterior wood elements are character-defining and must be preserved. Water infiltration in the basement has led to high moisture levels throughout Knaut-Rhuland House, speeding deterioration. The estimated budget for the next phase of the project is \$181,520. The Lunenburg Heritage Society submitted another application under the National Cost-Sharing Program for Heritage Places in January 2023, but it was rejected.

Marine Culture

Lunenburg's Marine Culture is good. This strength should continue or improve if Nova Scotia continues its support and management leadership.

Criterion (v): Old Town Lunenburg is an excellent example of an urban community and culture designed for and based on the offshore Atlantic fishery, which is undergoing irreversible change and is evolving in a form that cannot yet be fully defined.

Lunenburg's waterfront remains a marine industrial centre focusing on shipbuilding and fishing. However, it is also among the most visited tourist destinations in Nova Scotia. Tourist pressure has created a need to balance these key sectors. District management must balance allowing continued maritime industrial activity, tourist access, and preserving maritime vernacular buildings that testify to Lunenburg's rich fishing and shipbuilding history. Furthermore, what does Lunenburg's fishery's continued evolution mean for Old Town's World Heritage status, and what is the role of heritage management in guiding this evolution? Significant research is needed to understand Lunenburg's contemporary marine culture relative to its heritage recognition. While considerable effort and investment have been made towards revitalizing Lunenburg's working waterfront since 2006, its World Heritage ramifications are unclear.

Under the new draft Heritage Conservation Plan and By-law, new conservation and design guidelines are proposed for the waterfront. While adaptive reuse is not prohibited, adaptive reuse of marine-industrial buildings will only be encouraged when it supports the marine activity. While overall, the new draft Plan and By-law take a minimal intervention approach, they recommend that the Heritage Officer be flexible and support preservation and rehabilitation proposals to help traditional Lunenburg marine activities continue.

Increased Provincial Role

In 2006, the crown corporation Develop Nova Scotia (formerly Waterfront Development Corporation and later absorbed by Build Nova Scotia) purchased property along the Lunenburg waterfront. In 2018, A Lunenburg Steering Committee was established to ensure local involvement in the planning and operation of the working waterfront. The Lunenburg Steering Committee meets approximately every month. It includes representatives

from Develop Nova Scotia, the Lunenburg Mayor, the Lunenburg Waterfront Association Chairman, and local community members and leaders.

The *Lunenburg Waterfront Master Plan (2019-2023)* was published in the summer of 2019. The goals of the plan are to:

- Improve Harbour Infrastructure to Enhance Marine Economic Activity;
- Ensure Wharves are Used to their Full Potential;
- Create a Common User Shipyard;
- Explore Opportunity to Support Ocean Technology Sectors/COVE;
- Better Segregation of Marine Industrial and Tourism Uses;
- Maintain Ownership of Assets Along the Lunenburg Waterfront;
- Continue to Invest in Build Nova Scotia Owned Buildings and Wharves to Foster Economic Activity;
- Establish a Best-in-Class Recreational Marina for Transient Boaters;
- Maximize the Yield Per Tourist, While Reducing Their Impact on the Community; and
- Explore Opportunity for Enhanced Federal Role in Lunenburg Harbour.

Following this Plan, Build Nova Scotia has repaired key assets and increased the waterfront's operational efficiency.

Shipyard Revitalization

Several of the ten Strategic Goals of the Master Plan directly encourage the continued flourishing of the Town's working waterfront, including creating a common user shipyard. This goal intends to improve shipyard infrastructure by providing a marine trades and services cluster to support and attract boatbuilding, marine maintenance, and service opportunities. This cluster will provide a platform, including shared access to tools, infrastructure, and the Lunenburg Harbour to support the startup and growth of marine services businesses. Revitalization was needed to enable this goal, including a new steel-piled floating dock structure to replace a wharf in poor condition. A total investment of \$5.5 million has enabled additional projects like enhancing haul-out capabilities to allow work on boats year-round, site re-grading, and installing underground electrical infrastructure and overhead lighting.

Big Boat Shed

Built in the 1930s and located in the Shipyard, the Big Boat Shed is considered an anchor point for the waterfront. Thus, it was the first to be redeveloped within the shipyard precinct. Structural and functional improvements worth \$1.5 million were identified and carried out to enable the continuation of the building's historical use as a place of wooden boat construction and repair, improve the quality of the work environment, as well as incorporate opportunities for visitors to experience these activities from a viewing gallery. Revitalization work included the installation of new internal structural arches, a concrete slipway and a new floor, and a new addition to house small boatbuilding and interpretation programs run by the Fisheries Museum of the Atlantic.

Zwicker Building

Elements of this wood-frame building, located on Bluenose Drive, date back to the late 1800s and its site and scale make it a prominent building on Lunenburg's working waterfront. Therefore, it underwent a significant rehabilitation to make the ground floor suitable for commercial use and upper floors for marine business and office use. With a total investment of \$2.7 million, work has included creating additional docking facilities and marine services, new roof with skylights, relocation of existing marine visitation facilities from the exterior to the ground floor, and exterior landscaping.

Ocean Gear Seawall

A 180-foot seawall between the Zwicker Building, Common User Wharves and the land leased to Ocean Gear (a growing marine services business specialized in metal fabrication and offering ship repair) was rebuilt using an investment of \$1.7 million. This project will ensure long-term use of the area and enable Ocean Gear to continue to operate and grow its business in Lunenburg.

Wharf Recapitalization

Repair and replacement of wharves is crucial to the continued marine activity and growth of the Lunenburg waterfront. In the Lunenburg Waterfront Master Plan (2019-2023) 's 2022 update, this project was identified as the last still in progress, with at least two of the four wharf projects completed then. Each wharf replaced supports strategic sector growth, for example Clearwater Wharf is used by the Clearwater seafood company to berth their fishing fleet.

Buffer Zone

Proposed developments pose no or an unknown threat to Old Town Lunenburg's Outstanding Universal Value. Managerial clarity and reporting responsibilities are crucial to Old Town's successful management.

Following the broader lack of clarity surrounding reporting, there is little guidance on what the World Heritage Buffer Zone means regarding how it should be managed and the Town's reporting obligations. The current buffer zone recognized by the World Heritage Committee was retroactively applied to the district in 2017. Unfortunately, this World Heritage Buffer Zone does not align with UNESCO's current policies. First, the buffer zone does not surround the district. Second, while managed under the Town's Land Use By-law, the World Heritage Buffer Zone is not legally protected for heritage reasons. Lastly, no evidence could be found that the buffer was developed to preserve the values of Old Town Lunenburg, its immediate setting, important views, or other attributes that are functionally important to the district and its protection - it is solely a collection of Town-owned land as of 2017. For example, while some property north of Creighton Street falls within the existing World Heritage Buffer Zone, others do not, and no documentation could be found to explain the inconsistency. Again, Town staff hope to collaborate with Parks Canada to clarify these issues in the next twelve months. If adopted, the new Old Town Lunenburg Heritage Conservation Plan and By-law's expanded district boundary should hopefully harmonize municipal protections and global expectations.

Three sites within the World Heritage Buffer Zone are Council priorities. First, after significant investment in conserving the Lunenburg Academy National Historic Site, Council has offered the Academy for sale to the Lunenburg Academy Foundation. Second, to encourage and promote affordable housing in and around the downtown, Council is seeking development designs for its Upper King Street and Blockhouse Hill lands North of Old Town Lunenburg. The potential sale of the Academy and the possible development of Blockhouse Hill have garnered substantial media coverage and public opposition.

Lunenburg Academy National Historic Site

Lunenburg Academy is nationally significant as a uniquely large Second Empire Style wooden building and a rare survivor of Nova Scotia's nineteenth-century academy education system. Built between 1893 and 1895, it was a public school until 2012, when the Province constructed a new school in Lunenburg. The Town has since owned the building and has invested \$1,170,749 in its conservation and approximately \$2,000,000 in operating costs. In addition to a thorough interior renovation that brought the Academy up to current building, fire and electric codes, the chimney, roof, windows, doors, and cladding were restored. Significant funds have also been received for the Academy's conservation from government and non-government sources. This includes \$2,914,983 from the Government of Canada, \$1,011,985 from the Government of Nova Scotia and \$719,578 from the Lunenburg Academy Foundation. The Foundation is undertaking an additional Drain Tile Study with Able Engineering.

In April 2022, the Town of Lunenburg sent a letter of intent to offer to sell Lunenburg Academy to the Lunenburg Academy Foundation. The Lunenburg Academy Foundation is a non-profit dedicated to the building's care, preservation, and restoration, governed by by-laws updated in April 2022. The Lunenburg Academy Foundation's Board of Directors is stronger than ever with recent appointments like former Mayor Rachel Bailey, who was elected to the Board in 2021. The *Lunenburg Academy Future Use Business Plan* (Scott Burke Consulting Inc., 2015, revised 2019) states that the Foundation's transformation into an organization capable of taking operational responsibilities began in the Summer of 2017. Rachel Bailey wrote

in their 2022 annual newsletter that the Foundation would undertake a feasibility study "to figure out what is possible and what is best for our beloved Castle on the Hill." Council has not formally passed any motions to proceed with the divestiture of the Lunenburg Academy. If a sale to the Lunenburg Academy Foundation does not transpire, Council may explore selling to other not-for-profits.

Our Heritage Officer believes the Lunenburg Academy sale would not impact Old Town Lunenburg's Outstanding Universal Value. They primarily based their opinion on the Lunenburg Academy's legal protection not being affected by a deal. Lunenburg Academy is a National Historic Site, Provincial and Municipal Heritage Property. These designations apply to the Academy building and the surrounding green space regardless of the site's ownership. The Town of Lunenburg and the Government of Nova Scotia must approve substantial alterations to the Academy, irrespective of who owns the building. Located within the Old Town Lunenburg World Heritage Site Buffer Zone, the Town will notify Parks Canada of any change to the Academy that might threaten Old Town Lunenburg's Outstanding Universal Value. Furthermore, the Foundation's mission and governance suggest it is a strong candidate to steward the site, and we hope to read the feasibility study once it is completed.

The Academy's continued community use is important to Lunenburg residents and Foundation members. However, the Academy's continued public use is not a character-defining element under any of its designations, nor does it contribute to the Town's continuing functioning along its colonial Plan per Old Town Lunenburg's Statement of Outstanding Universal Value. Thus, a use change should not impact Old Town Lunenburg's World Heritage Listing. Nevertheless, the Academy is still slated for community use under the Town's *Comprehensive Community Plan* (2020) and is zoned Institutional, so it can only be used for institutional purposes unless authorized by a development agreement voted on by Council. Council may not enter into a development agreement to reuse an institutional structure unless it would lead to conserving a historic site. Neither a Development Agreement nor a rezoning is being explored currently.

Request for Proposals for Mixed-Use Residential Development on Blockhouse Hill

Blockhouse Hill comprises roughly 22.53 acres northeast and adjacent to Old Town Lunenburg World Heritage Site, sloping towards Lunenburg's Back Harbour. The site has untended greenspace and an approximately 1.5-acre trailer park run by the Lunenburg Board of Trade, including a two-storey, approximately 2,500-square-foot visitor centre.

The Town is seeking residential development concepts for Blockhouse Hill. This area was flagged for residential development in the Town's *Comprehensive Community Plan* (adopted November 17th, 2020). The Town is looking for a mixed-use residential development with a blend of affordable and accessible units. The Request for Proposals issued by the Town on February 8th, 2023, points out that Blockhouse Hill may be a site of archaeological significance and that it is within the Old Town Lunenburg World Heritage Site Buffer Zone. It also states, "[a]ny development proposal must complement the site's heritage values." Blockhouse Hill is currently zoned a combination of lower, medium, and higher density residential. Again, a rezoning would require a public hearing before being passed by Council. This project is in the design phase. Council has not voted to develop or sell Blockhouse Hill. The Town has received bids to prepare the designs but has not chosen an applicant to complete the work. The Town of Lunenburg intends to share design proposals with Parks Canada when they become public.

Our Heritage Officer believes the impact of Blockhouse Hill's development on Old Town Lunenburg's Outstanding Universal Value cannot be determined now. Without a design proposal, a comprehensive impact assessment cannot be completed. Residential development on Blockhouse Hill will not compromise Old Town Lunenburg's geometric grid plan, allocation of public spaces along Charles Morris's town plan, or the Town's historic vernacular architecture. 2014 Old Town Lunenburg Periodic Reporting to UNESCO noted two attributes that Staff consider particularly relevant to any potential development on this site: Lunenburg's vernacular architecture tradition and the distinction between urban and non-urban areas. Depending on the design and its execution, the project could contribute positively to continuing Lunenburg's sustained vernacular architecture tradition through neo-vernacular creation. Depending on the design, new buildings

could also erode the surviving distinction between urban and non-urban areas. Again, our Heritage Officer feels they cannot fully assess this potential development's heritage impact without a design to analyze.

Seeking design proposals, garnering public input on said proposals, and then deciding whether to proceed with a development agreement for and sale of the site is a solid strategy to ensure the municipality guides development. The Town's *Land Use By-law* regulates this site's development. Currently, it is not protected under the Town's *Heritage Conservation Plan and By-law* or otherwise regulated specifically for heritage concerns. Other than UNESCO reporting requirements, there is no mechanism compelling Council to consider heritage if they decide to develop Blockhouse Hill. The Town, however, has made its intention clear under the Request for Proposals that any development must be heritage sensitive. Furthermore, the new draft *Heritage Conservation Plan and By-law* propose including Blockhouse Hill in an expanded Transition Area around Old Town Lunenburg. The Town intends to keep Parks Canada updated throughout the process. Any disposal will be researched carefully and include ongoing Parks Canada consultation.

Upper King Street

On June 7, 2022, the Town of Lunenburg issued a Request for Proposals to develop design scenarios for medium-density and higher-density residential proposals for a four-acre plot of land sloping towards Lunenburg's Back Harbour, North of Old Town. The vision is to create a mixed-use development that includes affordable and accessible dwellings while maintaining connectivity with existing streets, walkways, open spaces, and trail systems to support a pedestrian-friendly streetscape and active transportation system—the Request for Proposals specified that any development must complement the district's Outstanding Universal Values.

To complete the project, the Town of Lunenburg hired ZZAP Consulting Inc. on September 16th, 2022, for \$59,500. ZZAP is working on four development schemes and will produce a covenant, development agreement, or similar document to ensure that a developer follows through with the development scheme Council approves. ZZAP are almost finished with their work, and Council plans to hold a Public Information Meeting to present and discuss the design scenarios before releasing an Expression of Interest to developers to purchase and develop the land.

Like Blockhouse Hill, Our Heritage Officer believes the impact of developing Upper King Street on Old Town Lunenburg's Outstanding Universal Value cannot be determined now. Again, a comprehensive impact assessment cannot be completed without a design proposal. Initial observations on Blockhouse Hill's potential impact regarding Lunenburg's colonial plan and vernacular architecture tradition also apply to this project. Interestingly, this project has not elicited nearly as forceful a public response.

SECTION III: THREATS AND OPPORTUNITIES

A SWOT analysis reveals internal strengths and weaknesses, as well as external opportunities and threats. It helps organizations identify areas of improvement and develop strategies to achieve their goals. The table below is a snapshot of the Town's strengths and weaknesses relative to Old Town Lunenburg World Heritage Site, the opportunities created by Old Town's listing and external threats to Old Town's Outstanding Universal Value.

Strengths	Weaknesses
Dedicated Staff - New and Diverse Expertise Dedicated Local Non-Profit Sector Dedicated Property Owners Strong Local Support of World Heritage Listing	Under-Resourced Under Funded Understaffed Outdated Heritage Conservation Plan and By-Law Lack of Management Planning Lack of Research Lack of Interpretation Lack of Training and Education Programs
Opportunities	Threats
Presumed High Public Interest and Visitor Numbers Nova Scotia Museum's Continued Investment Build Nova Scotia's Investment New Federal Funding Opportunities around Accessibility, Inclusivity, and Green Infrastructure	New Provincial Accessibility Requirements Post-Coloniality Climate Change Weak Provincial Legislation Lack Of Federal Leadership

The rest of this section chronicles how new accessibility requirements, post-coloniality, climate change and weak provincial legislation affect the Town's ability to conserve and protect Old Town Lunenburg. Appropriately mediating these threats will require substantial human and financial resources. While some possible solutions are proposed, a more in-depth analysis is needed to determine the best solutions to these complex issues.

New Federal and Provincial Accessibility Requirements

The Town of Lunenburg is dedicated to creating a welcoming and inclusive environment for all. It is actively addressing accessibility barriers in the built environment in response to community needs, legislative requirements, and recognition of participation and inclusion of persons with disabilities as a Human Right according to the 2006 UN Convention of the Rights of Persons with Disabilities. Increasing accessibility can be particularly challenging when it conflicts with the Town's responsibility to preserve our built heritage. It is part of a modern and vibrant community where people of all ages and abilities have the right to live, work, and play.

Nova Scotia has been trying to ensure that buildings in the province are more accessible for people with disabilities. *Access by Design 2030: Achieving an Accessible Nova Scotia* is a strategy developed by the Province of Nova Scotia to create a more inclusive and accessible province by 2030. The strategy identifies key priorities and actions that need to be taken to remove barriers and ensure that all Nova Scotians, regardless of their ability, can fully participate in Society. The strategy has five priority areas: built environment, transportation, information and communication, attitudes and behaviours, and employment. In the built environment priority area, the strategy focuses on creating accessible public spaces, buildings, and homes. This includes developing and implementing accessibility standards for new construction and

renovations and providing incentives and support for property owners to make their properties more accessible. However, these incentives and supports have been slow to materialize.

In 2017, the province passed its *Accessibility Act*. Nova Scotia also updated the *Nova Scotia Building Code Regulations* in April 2021. All new buildings and major renovations must now be built to accessibility standards. These standards apply to the interior and exterior of buildings and include features such as accessible parking, entrances, and washrooms, as well as signage, lighting, and flooring requirements.

In addition, the Built Environment Standard under the *Nova Scotia Accessibility Act (2017)* is expected to be enacted in 2024. The Government of Nova Scotia has communicated that this standard will contain significant amendments and additions to the *Nova Scotia Building Code Regulations*, increasing the accessibility required for new buildings and renovations. These efforts towards accessibility reflect Nova Scotia's commitment to creating a more inclusive society and will go a long way in improving the quality of life for individuals with disabilities. Accessible retrofitting is especially important in Nova Scotia, where thirty percent of residents fifteen or older have at least one disability, almost eight percent more than the Canadian average. This number will likely increase given Nova Scotia's aging population, with one in four Nova Scotians set to be sixty-five or older by 2030.

Unfortunately, the relationship between accessibility and the need to maintain the integrity of the historic built environment has not been adequately worked through. The Nova Scotia Office of Strategy Management and Heritage Property has *Heritage Property Accessibility Guidelines* for provincially owned heritage properties. These guidelines require that accessibility features be incorporated into heritage building conservation projects, such as installing accessible entrances, elevators, and washrooms. The guidelines also require that accessibility be considered in the design of new additions to heritage buildings. For example, new entries or elevators must be integrated seamlessly into the existing architecture of the heritage building. These, along with the *Standards and Guidelines for the Conservation of Historic Places in Canada (2010)*, may guide the development of more property-specific guidelines. However, this has fallen to municipal building officials and property owners, who have little time or support to pursue appropriate interventions. High accessibility standards for commercial businesses opening in Lunenburg are already in effect, and the province has not given the Town the time or resources it needs to determine how, for example, the new *Nova Scotia Building Code Regulations* can work in concert with the new *Old Town Lunenburg Heritage Conservation Plan and By-law*. It is not anticipated that the forthcoming Built Environment Standard will provide additional guidance related to heritage buildings and accessibility.

Old Town Lunenburg's historic features pose a challenging environment for accessibility. First, the colonial grid plan's imposition on Lunenburg's topography has resulted in steep streets and sidewalks that do not comply with today's accessibility and safety standards. Second, narrow streets and a lack of building setbacks make it very difficult to retrofit historic entrances for accessibility without drastically and irreversibly impacting historic fabric. Furthermore, Old Town Lunenburg's density and near contiguous buildings make adding new accessible entrances almost impossible.

Thankfully, the Town of Lunenburg has recently invested in accessibility expertise. The Town is fortunate to work with Ellen Johnson, Accessibility Coordinator for Lunenburg County. Ellen is a registered occupational therapist and RHFAC Professional with expertise in identifying, removing, and preventing barriers to access in municipal spaces. Through her personal experience and extensive advocacy, for example, with Nova Scotia's Accessibility Advisory Board, she is at the forefront of ensuring Nova Scotia's public spaces are accessible to everyone. The Town hopes to bring together its municipal accessibility, building, planning and heritage professionals with their provincial counterparts soon to discuss how it should meet this challenge. However, meeting this challenge is beyond the Town's current capacity. Since municipal officials may not design interventions as regulators, external experts to conduct research and advise businesses on accessible retrofitting are desperately needed.

Post-Coloniality

The Town of Lunenburg is globally recognized as North America's most intact colonial settlement. However, the Mi'kmaq have been present in this area for ten thousand years, and their history is inextricably

linked to the Town. Despite the enduring presence of Indigenous peoples in the area, Lunenburg became Canada's second British colonial settlement in 1753, following Halifax. The British populated Lunenburg with European Protestants to control the Acadian and Indigenous population in E'se'katik. The British Board of Trade and Plantations oversaw Lunenburg's plan and development. Although Lunenburg's history is often discussed exclusively regarding the hard work of local fishermen of colonial descent, it's important to recognize the experiences of Acadians, enslaved Africans, and Indigenous peoples. The Town's picturesque wooden structures were built using profits from trading salt fish for sugar from Caribbean slave plantations, making it a crucial node within and beneficiary of the Black Atlantic.

The Town of Lunenburg needs to reassess its history and heritage recognition's coloniality through a postcolonial lens. As the best-preserved colonial settlement in North America, Old Town Lunenburg testifies to the historical injustices suffered by Indigenous people due to their colonization and the dispossession of their lands, territories, and resources, notably the denial of their right to develop following their own needs and interests. The United Nations *Declaration on the Rights of Indigenous Peoples*, the guiding document of Canada's Truth and Reconciliation Commission, affirms the right of Indigenous people to participate fully in the United Nations system, including the World Heritage network. Canada has committed to financial cooperation towards achieving this goal.

Home to four National Historic Sites of Canada, tackling Old Town Lunenburg's colonial and imperial interpretation would make significant inroads toward integrating Indigenous history and heritage values into Canada's National Program of Historical Commemoration. Old Town Lunenburg provides a unique opportunity to interrogate British colonialism's historical and current impacts. Re-examining Lunenburg's history through a postcolonial lens would be a decisive repudiation of the concepts used to justify European sovereignty over Mi'kmaq territory, including the Doctrine of Discovery and terra nullius named in the Truth and Reconciliation Commission's Calls to Action.

The Town of Lunenburg is committed to evaluating its history and heritage recognition's coloniality. It has taken steps towards this, such as opening every council meeting with a land acknowledgment and celebrating Black History Month with a Pan-African Flag Raising in the civic square. While Old Town Lunenburg Heritage Conservation District's new draft Statement of Significance was written to protect the heritage values for which governments have formally recognized it as municipally, provincially, nationally, and internationally significant, the draft Plan and By-law encourage the recognition and conservation of alternate heritage values, especially those held by Indigenous, Afro-Nova Scotian, Acadian, and other groups. However, the Town recognizes that these small acts risk becoming empty gestures without substantive, permanent redress.

The Town of Lunenburg is seeking funding to support its efforts towards cultural inclusiveness. It calls on the Government of Canada to make supporting the Town's efforts a keystone in their Truth and Reconciliation efforts. The Town's World Heritage designation allows one to explore contentious issues and prompt reflection and discussion toward a more just future. By preserving memory, promoting truth, and pursuing justice, the Town of Lunenburg hopes to be amongst the International Coalition of Sites of Conscience, the only global network of historic sites, museums, and memory initiatives connecting past struggles to today's movements for human rights.

Climate Adaptation

Climate change is significantly impacting Nova Scotia, as it is on the rest of the world. Rising sea levels, more frequent extreme weather events, and changes in temperature and precipitation patterns affect the region. In particular, the Town of Lunenburg, located on the southern coast of Nova Scotia, is vulnerable to the effects of climate change. The Town has a long history of fishing and shipbuilding, and its economy is closely tied to the ocean. However, the rising sea levels caused by climate change put the Town at risk of flooding and erosion, which could damage infrastructure and homes, disrupt local businesses, and harm the environment. In addition, climate change is affecting the marine ecosystem in the area. Changes in ocean temperature and acidity levels are altering the distribution of fish and other marine species, which could significantly impact the local fishing industry.

The Town's Environment and Sustainability Discussion Paper and climatedata.ca project higher temperature and precipitation levels in Lunenburg, increasing by 81% and 15%, respectively. The rising sea levels and more frequent extreme weather events caused by climate change are putting the Town's historic buildings and infrastructure at risk of damage or destruction. The Town's unique wooden buildings, constructed in the 18th and 19th centuries, are particularly vulnerable to flooding and erosion. In addition, changes in temperature and humidity levels can accelerate the decay of wooden structures, which could further damage the Town's cultural heritage. The danger of moisture-related deterioration and toxic mould growth will only increase throughout Old Town Lunenburg if appropriate mitigation measures are not taken.

The Town of Lunenburg faces significant challenges in adapting its historic buildings to the impacts of climate change. The Town's Environment and Sustainability Discussion Paper, completed in October 2019 by Upland Planning and Design, outlines the importance of promoting cultural, economic, and environmental sustainability in the district. This includes endorsing alterations adapted to changing environmental conditions. The rising cost of heating buildings is a significant concern, particularly for historic buildings with limited insulation and outdated heating systems.

The Town of Lunenburg is trying to be proactive in mediating the impacts of climate change on its cultural heritage, for example, including new guidelines on green technologies in its *draft Heritage Conservation District Plan and By-law*. Still, it requires financial resources to implement any adaptive management strategies fully. The Government of Canada can play an essential role in helping the Town of Lunenburg address these challenges by providing financial support for energy-efficient retrofits that preserve the Town's unique architectural heritage. For example, the government could provide funding to restore historic windows, which can help maintain the character and authenticity of the Town's vernacular architecture while improving energy efficiency. Similarly, the government could support installing energy-efficient heating systems compatible with the Town's historic buildings, such as low-temperature radiant heating or hydronic systems. By providing funding for coastal erosion management plans, green building design, and other adaptive strategies, the Government of Canada can help the Town of Lunenburg protect its unique heritage buildings and infrastructure from the effects of climate change. These efforts will help preserve the Town's cultural heritage and contribute to sustainable economic development in the region.

Weak Provincial Legislation

Walking through Old Town, you can easily find homes slipping off foundations and historic windows repaired with duct tape. It is difficult, however, to speak to the state of the district's vernacular architecture because there is no monitoring program in place apart from Staff's work approving or denying development applications. Activities such as maintenance, or lack thereof, are not checked. This, combined with weak provincial heritage legislation, has left Old Town Lunenburg especially vulnerable to demolition by neglect. There is no history or signs of wilful neglect in Lunenburg. However, an aging population combined with rising property values, servicing, and maintenance costs makes adequate conservation out of reach of the average household. This only speed up gentrification and the demise of Lunenburg's marine culture as those working the waves are denied the opportunity to live in and shape Lunenburg's vernacular townscape.

The Nova Scotia *Heritage Property Act* is the provincial law that provides a framework for protecting and preserving heritage properties in Nova Scotia. The Act enables the designation of heritage properties and establishes a process for registering and protecting these properties. However, a critical limitation of the Act is that there is no provision against demolition by neglect. Demolition by neglect refers to the deliberate or unintentional failure to maintain a property, which can lead to its eventual destruction. This is a major concern for heritage properties, as neglect can lead to significant deterioration and irreversible damage to the property's historic character. Additionally, demolition by neglect can create safety hazards and contribute to blight in a community. Thankfully, Lunenburg's residents and businesses are committed to heritage conservation. However, with rising taxes, real estate prices and conservation costs, it is reasonable to assume demolition by neglect may be an increasing issue, not because of wilful neglect but because preservation is increasingly out of the financial reach of citizens.

Several strategies have been employed in Canada to prevent demolition by neglect. For example, some provincial legislation empowers municipalities to adopt by-laws that require property owners to maintain their properties to a certain standard. In some cases, heritage grants or tax incentives have also been offered to encourage property owners to invest in the maintenance and preservation of their heritage properties. Unfortunately, municipalities in Nova Scotia are not empowered to provide heritage-based tax exemptions under the Municipal Government Act. For the Town to pursue these strategies, provincial leadership is required.

SECTION IV: CALL TO ACTION

In conclusion, Old Town Lunenburg, Canada's only World Heritage Site without significant federal or provincial managerial presence, urgently requires financial support. The Town cannot meet urgent, critical heritage needs let alone address priorities and emerging threats, like accessibility, inclusion, and climate change, without enhanced outside support.

The gravest threat to Old Town Lunenburg's integrity is the degradation of its civic blocks and buildings, while its historic vernacular architecture also requires significant investment. Deferred maintenance, inadequate financial and human resources, and the lack of a current management plan also put the future of Old Town Lunenburg in danger. Making Old Town Lunenburg more accessible and inclusive can significantly benefit the Town and its people. By increasing accessibility for people with disabilities, the Town can welcome a broader range of visitors and residents, resulting in increased economic benefits. Additionally, by promoting diversity and inclusivity, the Town can create a more welcoming environment that celebrates cultural heritage and promotes social cohesion and respect. However, achieving these and heritage goals requires additional human resources. Similarly, mitigating the effects of climate change in a heritage-sensitive matter needs further exploration and financial support.

The Town of Lunenburg is committed to protecting Old Town Lunenburg World Heritage Site on behalf of the global community. It is a cultural inheritance of Outstanding Universal Value and must be protected. However, stewarding this place is challenging. The Town is fulfilling its obligations as best it can. After twenty-eight years of making the most of every resource and opportunity, the Town of Lunenburg deserves substantial federal and provincial support protecting Old Town for Nova Scotians, Canadians, and the world.



Subject: 2023 Heritage Recognition Awards

From: Hilary Grant, Senior Planner & Heritage Officer

Reviewed by: Arthur MacDonald, Director of Community Development

Date: May 23, 2023

Recommendation

That Council award 2023 Heritage Recognition awards to the owners of 10 Sawpit Road, 114 York Street and 37 Tannery Road following the Heritage Advisory Committee's recommendation.

Alternatives

- Not award any Heritage Recognition Awards.
- Award some of the above-listed Heritage Recognition Awards.
- Award Heritage Recognition awards to other property owners.
- Any combination of the above-listed recommendations.

Background

On February 1 and March 1, 2023, the Town of Lunenburg published a 2023 Heritage Recognition Awards Call for Nominations in the LighthouseNow. The deadline for public submissions was March 27, 2023, and staff received one public nomination—staff identified the other candidates.

At its May 8, meeting, the Heritage Advisory Committee approved a motion to recommend that Council award 2023 Heritage Recognition Awards to the owners of 10 Sawpit Road, 114 York Street and 37 Tannery Road.

Discussion

Since 2018, Council has recognized outstanding conservation efforts in the Town of Lunenburg with municipal Heritage Recognition Awards. Awards can be granted in the following categories:

- Preserving or restoring the original character of a building;
- Rehabilitating a building, including successfully integrating modern elements that contribute positively to the design of the original structure;
- Successfully blending an addition and/or adaptively reusing a building, contributing positively to the design of the original structure;
- New infill development that successfully blends into and contributes positively to the streetscape; and
- The long-term stewardship of a building.

The ongoing labour shortages and supply-chain issues created by the COVID-19 pandemic made conservation uniquely challenging in 2023. This year's recipients demonstrated grit and resilience in

completing projects that embody Lunenburg's enduring can-do spirit, and the Heritage Advisory Committee may recommend rewarding nominees for their efforts.

For successfully blending an addition and contributing positively to the design of the original structure
10 Sawpit Road [staff nominated]

Owners: Fred Wilsenack and Anna Cresland

Contractor: Brad Hiltz

Built between 1887 and 1890 by local contractor C. Albert Smith, 10 Sawpit Road sits at the intersection of Sawpit Road and Pelham Street on part of the Commons divided in 1863. It is an excellent example of the vernacular architecture tradition for which Lunenburg is internationally renowned, despite its location outside Old Town Lunenburg. In addition to its high-quality craftsmanship, whimsical, asymmetrical form and wooden detailing, the home at 10 Sawpit Road sports a prominent Lunenburg bump. Brad Hiltz reinvigorated this historic home in 2023 with a contemporary paint scheme highlighting the property's unique architecture. A small, inconspicuous addition has been added at the back of the house.

For a new infill development that successfully blends into and contributes positively to the streetscape
114 York Street [staff nominated]

Owners: John Benton and Jenice Benton

Designer: Gerry Rolfsen (posthumous)

Contractor: Frank Parsons, Parson's ICF Construction

John Benton has earned a 2023 Heritage Recognition Award for their sensitive infill development within Old Town Lunenburg Heritage Conservation District. This new build is compatible with, subordinate to and distinguishable from surrounding historic structures. With a form and massing like the surrounding historic homes, design choices like keeping the old, detached garage follow established building patterns and traditions. These nods to tradition balance contemporary elements, like the modern colour scheme and front door design, that mark the building as new construction. It incorporates craftsmanship that pays homage to Lunenburg's history of design and construction excellence.

For preserving or restoring the original character of a building
37 Tannery Road [self-nominated]

Owners: Susan MacCallum-Whitcomb and Colin Whitcomb

Contractor: Sherman Lake, Fabrilis General Contracting

37 Tannery Road is of immeasurable associative value. It is the former home of Captain Angus Walters, a Person of National Historic Significance. The solidity and dignity of this relatively simple hip-roofed house embody the steadiness of its historic inhabitant. A hundred years after Captain Walters launched the *Bluenose*, Susan MacCallum-Whitcomb and Colin Whitcomb took on stewarding 37 Tannery Road. The pair converted the house from an office to a two-unit residence, all while conserving the building's historic features. Susan and Colin should be rewarded for their ingenuity and vision that balances housing needs and heritage conservation.

The before and after images supplied in Appendix B are for reference only. Council is strongly encouraged to view the nominated properties in person from public streets. Council may not enter upon private property without permission from property owners.

Heritage Advisory Committee Recommendation

The Heritage Advisory Committee's recommendation to Council that they grant the owners of 10 Sawpit Road, 114 York Street and 37 Tannery Road 2023 Heritage Recognition Awards was not passed unanimously. Nathalie Irving voted against the motion because 114 York Street does not comply with the Town of Lunenburg's Heritage Conservation District Design Guidelines.

A Certificate of Appropriateness for the new two-unit dwelling was issued on June 12, 2020. It stipulated that:

- The cornerboards of the home must be wooden with a wide profile (minimum width of six inches); and
- The window and door trims must be wooden and incorporate a wide side and upper top trim (minimum of four inches).

The cornerboards and trim installed appear to be wooden. However, they are three inches wide. This building thus does not comply with the Design Guidelines.

The Occupancy Permit for this project was issued on August 25, 2022. This means that this project was completed during the height of the COVID-19 pandemic, which included lockdowns and historic construction supply shortages. Given these challenges and the neo-vernacular spirit of the design, Council could proceed with recognizing this project. The building does comply with the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010) However, rewarding this project may be seen as setting a precedent of allowing non-compliance.

Strategic Plan Relevance

Heritage

- Preserve the valuable heritage resources of Lunenburg while embracing an ongoing evolution of the landscape.

Relevant Legislation

There is no relevant legislation. However, the *Standards and Guidelines for the Conservation of Historic Places in Canada* and Lunenburg's *Old Town Lunenburg Heritage Conservation District Plan and By-law* were considered when staff reviewed and sought candidates.

Financial

There are no financial implications.

Communications

If Council awards Heritage Recognition Awards this year, Council will present the certificates to honorees during the Town's birthday celebrations on June 7, 2023, and issue a press release.

Attachments

- Appendix A - Before and After Images
- Appendix B - List of Past Award Recipients' Properties

Appendix A – Before and After Images

10 Sawpit Road Before



10 Sawpit Road After



114 York Street Before



114 York Street After





37 Tannery Road Before



37 Tannery Road After



Attachment B - Past Award Recipients

2022 Award Recipients

- 146 Bluenose Drive
- 213 Montague Street
- 94 Townsend Street

2021 Award Recipients

- 12 Burma Road
- 71 Prince Street
- 25 Hopson Street
- 97 Kaulbach Street
- 169 Montague Street

2020 Award Recipients

- 2 Kempt Street
- 12 King Street
- 80 Creighton Street
- 160 Montague Street
- 194 Montague Street
- 196 Lawrence Street
- 205 Pelham Street

2019 Award Recipients

- 41 Kaulbach Street
- 166 Pelham Street
- 215 Pelham Street
- 321 Lincoln Street
- 24 Lincoln Street
- 365 Lincoln Street

2018 Award Recipients

- 206 Fox Street
- 251-255 Lincoln Street
- 290 Lincoln Street
- 306 Lincoln Street



Subject: Development Officer Appointment
From: Hilary Grant, Senior Planner and Heritage Officer
Reviewed by: Arthur MacDonald, Director of Community Development
Date: May 23, 2023

Recommendation

That Council appoint Lauren Isabelle as a Development Officer for the Town of Lunenburg per Section 243 of the *Municipal Government Act*.

Alternatives

- Refuse to appoint Lauren Isabelle as a Development Officer.
- Defer a decision to a later date.

Background

According to Section 243 of the *Municipal Government Act*, a Development Officer shall be appointed by Council to administer its land-use by-law and subdivision by-law.

Discussion

We are currently in the process of building the Department of Community Development. One step in this process is designating our newest Planner, Lauren Isabelle, a Development Officer. Lauren already holds the title of Planner, and her job description includes the Development Officer duties.

Arthur MacDonald, the Director of Community Development, and Trevor Hume, Planner, will remain Development Officers. Nothing prohibits Council from appointing multiple Development Officers. This is standard practice across the province.

Strategic Plan Relevance

- Governance: Direction to enhance internal and external relations through policies, procedures, and resources.

Relevant Legislation

The Municipal Government Act

Financial

There are no financial implications. Sufficient funds are allocated in the 2023-2024 budget.

Communications

An announcement will be made of the appointment on the Town website and shared via social media.

Subject: Provincial Funding Applications

Prepared by: Devin Casario, Economic Development and Funding Manager

Reviewed by: Arthur MacDonald, Director of Community Development

Date: May 23, 2023



Recommendation

That Council direct staff to apply for funding from the Beautification and Streetscaping Program.

That Council direct staff to apply for funding from the Provincial Capital Assistance Program.

Alternatives

That staff does not apply for these programs and Council directs staff to continue to seek alternative funding opportunities.

Background

The Town can apply to the following provincial funding programs:

1. Beautification and Streetscaping Program (BSP)

The BSP will invest in projects that improve appearances with a specific focus on attracting tourists. Projects can include landscaping, installing interpretive and entrance signs, enhancing lighting, and building public restrooms. The Beautification and Streetscaping Program may fund up to 50% of eligible costs to a maximum of \$25,000. The applicant or other sources need to fund the remaining balance of the project.

Staff recommend the Resilient Roots tree planting initiative for this funding. Council approved \$40,000 budgeted for this initiative in the 2023/24 Capital Budget.

2. Provincial Capital Assistance Program (PCAP)

The PCAP is available to help municipalities invest in high priority infrastructure projects and prioritizes projects that will eliminate actual or potential environmental and health problems. The program will fund up to 50% of eligible project costs. Eligible projects typically are related to water, wastewater, stormwater, and solid waste management.

Staff recommend the Dares Lake Spillway Repair project for this funding. Council approved \$200,000 for this project in the 2022/23 capital budget, which has been carried over to this

year's budget.

Discussion

Both of these funding applications require signed Council resolutions demonstrating Council's support of the applications. Both applications must be submitted by June 7, 2023.

Strategic Plan Relevance

- CCP Action Item #19 - Activate Streetscapes through Design and Planning
- CCP Action Item #28 - Policies and Programs for Street Trees and Urban Forest

Financial

Both programs will fund up to 50% of eligible project costs, with a maximum of \$25,000 for the Beautification and Streetscaping Program. There is no stated maximum funding allowance for the Provincial Capital Assistance Program.

Communications

Updates on the funding applications, including if the Town is a successful recipient, will be provided as available.

Subject: Water System Assessment Report
From: Tyson Joyce, Director of Public Works / Town Engineer
Reviewed by: Jamie Doyle, CAO
Date: May 23, 2023



Recommendation

That Council approve adding \$15,645 (including HST) to the Water Utility Capital Budget for a Water System Assessment Report, and that this expenditure be funded through the Water Depreciation Reserve.

Alternatives

As the Water System Assessment Report is a requirement by Nova Scotia Environment (NSE), staff do not recommend any alternatives to the above recommendation.

Background

The Town was issued with our Water Treatment Approval to Operate (071794-01) by NSE in October 2019. The Water Treatment Approval lasts for a 10-year period, and within the approval it specified that we would be required to submit a System Assessment Report in March 2024.

NSE revised this Approval (071794-02) early in May 2022, and included in this revision was the requirement for the System Assessment Report to be submitted by April 1, 2023. Due to some apparent administrative complications, the Town did not receive this revised copy of the Approval and was not aware of the accelerated timeline that NSE required.

The overall intent of System Assessments is to verify that Municipal Public Drinking Water Supplies meet:

- Current environmental standards, which are frequently updated and enhanced for public health protection; and
- The minimum requirements set out in the Nova Scotia Treatment Standards for Municipal Drinking Water Systems.

Staff shall require the assistance of a Consultant to compile the System Assessment Report.

In addition, Staff are currently reviewing the new Approval for any other impacts that may affect the Town.

Discussion

The System Assessment Report must be completed for the Town to be in compliance with NSE requirements and the revised Water Treatment Approval to Operate. Staff will work with NSE to manage the submission of this Report.

Under the current NSE conditions, the next System Assessment Report is likely to be due in 2033.

Strategic Plan Relevance

This project is part of the servicing and facilities strategic direction of the Town Comprehensive Community Plan.

Relevant Legislation

The Town's Water Treatment Approval to Operate requires this Report to be completed to ensure compliance with the Water Treatment Approval.

Financial

If approved, this item shall be funded as a withdrawal from the Water Depreciation Reserve. There are adequate funds within the reserve to support this budget item.