

TOWN OF LUNENBURG
COUNCIL MEETING MINUTES

November 28, 2023 | 6 pm

Lunenburg Town Hall – Council Chamber and virtually through Zoom



Present Mayor Jamie Myra, Deputy Mayor Ed Halverson (via Zoom), Councillors Jenni Birtles, Stephen Ernst, Peter Mosher, Melissa Duggan and Susan Sanford

Also present Jamie Doyle, CAO
 Lisa Dagley, Director of Finance
 Tyson Joyce, Director of Public Works
 Arthur MacDonald, Planning and Heritage Manager
 Hilary Grant, Director of Community Development
 Michael Best, Communications Manager
 Kayla Byrne, Municipal Clerk

Call to Order The Mayor called the meeting to order at 6 p.m.

Land acknowledgment The Mayor recognized Lunenburg’s location on the unceded territory of the Mi’kmaq people.

Approval of Agenda Moved and seconded that Council approve the agenda for the November 28, 2023, meeting with the following amendment:

- 6.1 Flooding Update

Motion carried unanimously

Approval of Minutes Moved and seconded that Council approve the November 14, 2023 meeting minutes as presented.

Motion carried unanimously

Public Input and Questions A representative from Mikiz Pitt Stop and Alex's Chill & Grill spoke about the recent and recurring flooding near their business on Victoria Road, noting the flooding is impacting their business and other nearby buildings and infrastructure. The speaker inquired what the Town plans to do to mitigate this issue. Staff used this time to discuss the added agenda item, 6.1 flooding update, noting that the Town has undertaken several initiatives to enhance its storm system, including a GIS wastewater modelling system completed in October, and a condition assessment for the Tannery Road Culvert, which is in progress. A storm system masterplan is also proposed for the 2024/25 capital budget.

Correspondence None.

Draft Old Town Lunenburg Heritage Conservation District Plan and By-law

Council held a public hearing for the Draft Old Town Lunenburg Heritage Conservation District (HCD) Plan and Bylaw.

Following an information report, nine members of the public addressed Council during its public hearing for the Draft Old Town Lunenburg HCD Plan and Bylaw. Feedback received during the public hearing included:

- A request to remove the Hopson/Prince Loop from the Transition Area.
- Clarifying questions on the historical value of the Heritage Conservation District and the Town’s UNESCO designation.
- Some language amendments for new residential and commercial developments.
- Suggested wording changes to differentiate residences from public spaces, such as the old Baptist Church.
- Share the bylaw with realtors so new homeowners know any restrictions before purchasing a house.
- An explanation as to why rooftop decks are no longer permitted.
- Having some flexibility in siding options.
- Alternative funding options to help maintain heritage properties.
- Inclusion of Indigenous heritage.
- Concerns about threatening the Town’s UNESCO designation.
- Clarifying questions on the buffer zone.

Councillors asked clarifying questions about possible threats to the Town’s UNESCO designation, the transition area, and the buffer zone. Councillors also inquired if existing properties could be exempt from some aspects of the bylaw.

Amendment to MPS and LUB to Delete Architectural Control Areas

Council held a public hearing for proposed amendments to the Municipal Planning Strategy and Land-Use Bylaw to delete architectural control Areas.

Following an information report, two members of the public addressed Council during the public hearing, requesting that Tannery Road not be removed from the Town’s regulations.

Cornwallis Street Re-Naming

Following the presentation of the staff report, councillors discussed some of the suggested names from the public survey.

Moved and seconded that Council approve Queen Street as the new name for Cornwallis Street.

Councillors Halverson, Duggan and Sanford voted against this motion.

Motion carried

Purchasing Policy

Before any discussions on this item, the Mayor declared a conflict of interest as a business owner who may partake in processes outlined in the Purchasing

Policy. The Mayor did not participate in this conversation or vote on the matter.

The Deputy Mayor assumed chairing responsibilities.

Moved and seconded that Council repeal the current Purchasing Procedures Policy and replace it with the new Purchasing Policy with the following amendment:

Emergency purchases greater than \$50,000 + HST require Council's approval.

Motion carried unanimously

The Mayor resumed chairing responsibilities.

Upper King Street
ZZAP Design
Concepts

Moved and seconded that Council accept the deliverables from ZZAP as the completion of the Upper King Street Design Project.

Motion carried unanimously

Moved and seconded that Council declare the lands of Upper King Street, including PID 60057460, PID 60057395, PID 60057387, PID 60057379, Upper Duke Street (north of Creighton Street), Upper King Street (north of Creighton Street with the exception of the first 42.5m beginning at Creighton Street heading North), as shown on Attachment F, as surplus lands.

Motion carried unanimously

Accessibility
Quarterly Update

Council received a quarterly update report from the Lunenburg County Accessibility Advisory Committee (LCAAC).

Request to waive
development cost
charges for non-
profits

Moved and seconded that Council waive, for all future development projects by registered non-profits and charitable organizations that are creating new residential units, the following Town of Lunenburg Development Cost Charges:

- Land Use By-law Amendment Application – \$839.30
- Municipal Planning Strategy Amendment Application – \$839.30
- Subdivision By-law Amendment Application – \$839.30
- Development Agreement Application Fee – \$839.30
- Zoning Confirmation Letter – \$58.55
- Subdivision (for first five lots) – \$146.90
- Subdivision (for additional lots after first five) – \$37.05

Motion carried unanimously

Notices of Motion/Information Requests	None.
In camera	Moved and seconded that Council move in camera at 8:20 p.m. to discuss agenda items 12.1 and 12.2 Acquisition, sale, lease and security of municipal property as per the Municipal Government Act. Motion carried unanimously
Recess	Before discussing any in camera items, the Mayor called a brief recess at 8:20 p.m.
Revert to open session	Council reverted to open session at 9:06 p.m. with no items to report.
Adjournment	There being no further business, the November 28, 2023 Council meeting adjourned at 9:06 p.m.

The minutes were read and approved.