

TOWN OF LUNENBURG
COUNCIL MEETING AGENDA
Tuesday, January 14, 2025 | 6 pm
Lunenburg Town Hall – Council Chamber
120 Townsend Street



NOTICE: Council meetings are open to the public and held in Town Hall. **Please use the back entrance at 120 Townsend Street.**

The public can also watch meetings through Zoom. To livestream this meeting starting at 6 pm, use this Zoom link: <https://us06web.zoom.us/j/88956545878>

Meeting recordings are also available on the Town's [YouTube](#) channel.

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

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

3. ADDITIONS/ DELETIONS TO AGENDA

4. APPROVAL OF AGENDA

4.1 January 14, 2025 Council Meeting Agenda

Recommendation: That Council approve the agenda for the January 14, 2025 meeting as presented.

5. APPROVAL OF MINUTES

5.1 December 10, 2024 Meeting Minutes

Recommendation: That Council approve the December 10, 2024 meeting minutes as presented.

6. PRESENTATIONS

6.1 Lunenburg County Wheels Update – Jerome Tanner, Harry Beach and Daron Lantz

7. PUBLIC INPUT AND QUESTIONS – 20 MINUTES

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

- Comments and questions are open to any municipal matter

8. CORRESPONDENCE

Unless a recommendation has been provided, correspondence items are for information only. Should Council wish to act on something within a correspondence item, a motion of Council must be made.

8.1 Washroom Facilities at Lunenburg Academy – Lunenburg Academy Foundation

8.2 Washroom Facilities at Lunenburg Academy – South Shore Public Libraries

8.3 Sponsorship Request: First Responders' Wellness Symposium

8.4 Sponsorship Request: Association of Nova Scotia Geocaching

8.5 Code of Conduct – Minister of Municipal Affairs

8.6 Heritage Impact Inquiry on Buffer Zone Development – ICOMOS Canada

8.7 Proclamation Request: Alzheimer Awareness Month

Recommendation: That Council proclaim January 2025 as Alzheimer Awareness Month, and the Mayor sign the proclamation as presented.

9. PUBLIC HEARINGS, PUBLIC INFORMATION MEETINGS AND APPEALS

10. BUSINESS ARISING AND UNFINISHED BUSINESS

10.1 Lunenburg Day Care Centre

Recommendation 1: That Council commits to making available a suitable piece of municipal land, subject to further analysis and Council approval.

Recommendation 2: That Council direct staff to hold a public hearing on entering a lease with the Lunenburg Daycare for [insert land option(s)].

10.2 Affordable Housing Market Data Collection

Recommendation: That Council direct staff to collaborate with MODL on commissioning a comprehensive housing market study to provide updated housing market information and address known data gaps that will support affordable housing within the region.

10.3 Information Report: Cornwallis Street Renaming

11. NEW BUSINESS

12. NOTICES OF MOTION, INFORMATION REQUESTS AND COUNCILLOR REPORTS

12.1 Notice of Motion: Appendix A Amendment: Committees Policy –*Presented by Councillor Strachan on Dec. 10, 2024*

Draft Motion: That Council amend Appendix A of the Committees Policy to add the Lunenburg Academy Foundation to the list of External Committees.

Staff recommendation: That Council appoint _____ to the Lunenburg Academy Foundation Board and this appointment be reviewed at Council's 2025 Organizational Meeting.

13. ITEMS FOR CONSIDERATION AT COMMITTEE OF THE WHOLE

14. CLOSED SESSION

14.1 Contract Negotiations

Recommendation: That Council move in closed session at _____ to discuss agenda items 14.1 the Municipal Government Act.

15. ADJOURNMENT

TOWN OF LUNENBURG
COUNCIL MEETING MINUTES

December 10, 2024 | 6 pm

Lunenburg Town Hall – Council Chamber and virtually through Zoom



Present	Mayor Jamie Myra, Deputy Mayor Rachel Bailey, Councillors Renea Babineau, Debbie Dauphinee, Gale Fullerton, Alex Greek and Alison Strachan
Also present	Hilary Grant, Interim CAO Kathleen Rafuse, Accountant Tyson Joyce, Director of Public Works Marc Kiely, Interim Director of Community Development Trevor Hume, Planner
Call to Order	The meeting was called to order at 6:00 p.m.
Statement on Planned Power Outage	Mayor Myra acknowledged the frustration caused by the prolonged power outage in Lunenburg, Mahone Bay, and Riverport, apologized on behalf of Council, and emphasized that improving the town’s electric utility is a top priority. He highlighted a constructive meeting with Nova Scotia Power managers to discuss better planning and communication and announced plans for Council’s internal debriefing and strategic planning, followed by further discussions with Nova Scotia Power in the New Year.
Land acknowledgment	It was acknowledged that Lunenburg is located in the unceded territory of the Mi’kmaq people.
Additions to the Agenda	Moved by Councillor Strachan, seconded by Councillor Fullerton, that Council add 6.2 Lunenburg Daycare Centre Presentation to the December 10, 2024, agenda. Motion carried unanimously
Approval of Agenda	Moved by Deputy Mayor Bailey, seconded by Councillor Greek, that Council approve the agenda for the December 10, 2024 meeting as amended. Motion carried unanimously
Approval of Minutes	Moved by Councillor Strachan, seconded by Councillor Fullerton, that Council approve the November 19, 2024 meeting minutes as presented.

Motion carried unanimously

Public Input

Angus Savoury raised concerns about recurring power outages in a residential area with a significant population of seniors, highlighting the prolonged restoration times compared to surrounding neighbourhoods. He emphasized the impact on residents, particularly during cold weather, and suggested that the Town explore ways to support vulnerable populations during outages.

Marc Belliveau urged Council to prioritize keeping residents informed about prolonged power outages and suggested the issue be addressed on a future agenda to ensure the community understands what happened and what steps are being taken to improve response efforts.

Correspondence

With respect to a request from the Municipality of the District of Lunenburg (MODL) per the regional inspection services agreement, Council made the following motion:

Moved by Councillor Babineau, seconded by Deputy Mayor Bailey, that Council appoint Myles Harlow and Tim Clattenburg, both from the Region of Queens Municipality, as Building Officials to administer and enforce the Nova Scotia Building Code Act for the Town of Lunenburg, in accordance with Section 5.2 of the Nova Scotia Building Code Act and as per the Regional Inspection Services Agreement.

Motion carried unanimously

With respect to a funding request, Council made the following motion:
Moved by Deputy Mayor Bailey, seconded by Councillor Fullerton, that Council approve the reimbursement of up to \$1,300 to cover the travel and lodging expenses for Julie Lobb for attending the Canadian Fallen Firefighters ceremony in Ottawa on September 6 and 7, 2024.

Motion carried unanimously

With respect to a request from the Municipality of the District of Lunenburg (MODL) to partner on an affordable housing market data collection project, Council made the following motion:

Moved by Councillor Strachan, seconded by Councillor Fullerton, that staff review the letter from the Municipality of the District of Lunenburg (MODL) regarding the Affordable Housing Market Data Collection initiative and provide an analysis of the implications for building owners

and other stakeholders who may be affected by the proposed housing market survey within the Town of Lunenburg.

Motion carried unanimously

Year-End
Operating and
Capital Reserve
Funding

Moved by Deputy Mayor Bailey, seconded by Councillor Strachan, that Council approve financing the following 2023/24 Capital projects as follows:

- Tannery Road Land Acquisition: \$56,472.04, to be financed from the Deed Transfer Tax Reserve.
- Victoria Road Street Reconstruction: \$140,918.38, originally budgeted as a long-term borrowing, to be financed from the General Capital Reserve.
- GIS Underground Infrastructure Master Plan: \$37,120.37, originally budgeted for cost-sharing with the Water Utility Depreciation Reserve, to be financed from the Deed Transfer Tax Reserve.

Motion carried unanimously

Moved by Councillor Babineau, seconded by Councillor Strachan, that Council approve total capital financing for fiscal 2023/24 in the amount of \$1,055,423.37, as detailed in Schedule 2.

Motion carried unanimously

Moved by Deputy Mayor Bailey, seconded by Councillor Greek, that Council approve the allocation of \$505,000 from the operating fund surplus as follows:

- \$355,000 to the General Capital Reserve Fund.
- \$50,000 to the Public Works Equipment Reserve.
- \$100,000 to the General Operating Reserve.

Motion carried unanimously

Moved by Councillor Greek, seconded by Councillor Dauphinee, that Council approve the transfer of funding for the following projects to the Operating Reserve to finance them in the 2024/25 fiscal year:

- \$50,000 for the Economic Impact Study.

- \$75,000 for the Parking & Traffic Study.

Motion carried unanimously

Water Utility Reserve Transfers and Year-End Financial Review

Moved by Deputy Mayor Bailey, seconded by Councillor Fullerton, that Council approve the transfer of \$100,000 to the Water Utility’s Future Capital Reserve for the fiscal year ended March 31, 2024, and that Council approve the transfer of \$26,500 to the Water Utility’s Land Reserve for the fiscal year ended March 31, 2024.

Motion carried unanimously

Electric Utility Capital Expenditures Funding and Year-End

Moved by Councillor Strachan, seconded by Deputy Mayor Bailey, that Council approve the Electric Utility’s funding of capital expenditures totalling \$377,730 for the fiscal year ended March 31, 2024, with the funds to be drawn from depreciation funds.

Motion carried unanimously

Plow Purchase for New Salt Truck

Moved by Councillor Dauphinee, seconded by Councillor Fullerton, that Council approve a revised budget of \$35,000 for a carryover item from the 2023/24 Capital Budget to purchase a plow for the new salt truck, with the additional funding to be allocated from the Public Works Reserves.

Motion carried unanimously

Flashing Beacon Lights

Moved by Councillor Strachan, seconded by Councillor Dauphinee, that Council increase the budget for the Flashing Beacon Lights to \$43,781.50 and that funding for the Project will be from the Operating Reserve; and that Council award the Request for Proposals (RFP) to Black & McDonald Limited for the supply and installation of Flashing Beacon Lights at four crosswalk locations for the amount of \$39,956.00 + HST based on their revised proposal dated September 18, 2024.

Motion carried unanimously

GRID Program Application

Moved by Councillor Babineau, seconded by Deputy Mayor Bailey, that Council approve an application to the Growth and Renewal for Infrastructure Development Program for the Wastewater Treatment Plant (WWTP) Upgrade and Expansion Project.

Motion carried unanimously

Water and
Wastewater
Modelling

Moved by Councillor Strachan, seconded by Councillor Greek, that Council approve \$35,000 plus HST for Water and Wastewater modelling towards creating the Sustainable Infrastructure Fund Grant Program.

Motion carried unanimously

Appointment of
Investigator

Moved by Councillor Strachan, seconded by Councillor Fullerton, that Council appoint Kiersten Amos, McInnes Cooper and MC Advisory, under the Town's existing legal services agreement, as the Investigator for Code of Conduct complaints involving elected officials.

Motion carried unanimously

Citizen
Appointments to
Council Advisory
Committees

Moved by Councillor Strachan, seconded by Councillor Dauphinee, that Council reappoint Oliver Osmond and Nathalie Irving to the Heritage Advisory Committee as representatives of the Lunenburg Heritage Society starting immediately for a two-year term; and that Council reappoint Faune Creaser to the Heritage Advisory Committee as a resident representative starting immediately for a two-year term.

Motion carried unanimously

Moved by Councillor Babineau, seconded by Councillor Greek, that Council reappoint Colin Whitcomb to the Planning Advisory Committee as a resident representative starting immediately for a one-year term; that Council appoint Paula Rennie to the Planning Advisory Committee as a resident representative starting immediately for a two-year term; that Council appoint Rachel Martin to the Planning Advisory Committee as a resident representative starting immediately for a two-year term; and that Council appoint Bill Fleming to the Planning Advisory Committee as a resident representative starting immediately for a three-year term.

Motion carried unanimously

Moved by Councillor Fullerton, seconded by Councillor Dauphinee, that Council appoint Kathryn Josenhans to the Source Water Protection Advisory Committee as a resident representative starting immediately for a four-year term.

Motion carried unanimously

Moved by Councillor Fullerton, seconded by Councillor Dauphinee, that Council appoint Rachel Martin to the Audit Committee as a resident

representative starting immediately for a two-year term.

Motion carried unanimously

Notices of Motion Moved by Councillor Babineau, seconded by Councillor Strachan, that Council direct staff to cease work on the renaming of Cornwallis Street subject to Council re-evaluation.

Motion carried unanimously

Councillor Strachan presented a notice of motion to amend Appendix A of the Committees Policy to include the Lunenburg Academy Foundation as one of the external committees.

Items for Consideration at Committee of the Whole Moved by Councillor Babineau, seconded by Councillor Strachan, Council refer agenda items 13.1 through 13.6 to a Committee of the Whole meeting for further discussion and that the Committee of the Whole meeting be scheduled for Jan. 7, 2025, at 6:00 p.m.

Motion carried unanimously

Moved by Deputy Mayor Bailey, seconded by Councillor Babineau, that Council refer agenda items 13.7 through 13.11 to a Committee of the Whole meeting for further discussion and that the Committee of the Whole meeting be scheduled for Jan. 29, 2025, at 6:00 p.m.

Motion carried unanimously

Councillor Reports Councillor Dauphinee expressed gratitude to a local grade five class for their contributions to decorating the town's Christmas tree and highlighted Human Rights Day, reflecting on the significance of the Universal Declaration of Human Rights and the importance of countering hate and misinformation. She invited the community to a Winter Solstice gathering on December 21, featuring a sunrise reflection and symbolic rituals for the new year.

Councillor Greek shared updates from the first meeting of the Region 6 Waste Management Committee. He highlighted the Region's "R6 Recycles" app, which provides reminders for waste collection and useful recycling tips, encouraging residents to download and use it for better waste management practices.

Mayor Myra thanked attendees and viewers for their ongoing engagement with Council and extended warm holiday wishes on behalf of Council.

Closed session Moved by Deputy Mayor Bailey, seconded by Councillor Babineau, that Council move in closed session at 7:59 p.m. to discuss agenda items 14.1 and 14.2 per the Municipal Government Act.

Motion carried unanimously

Adjournment Council reverted to open session at 10:45 p.m.

There being no further business, the December 10, 2024 Council meeting adjourned at 10:45 p.m.

The minutes were read and approved.

County
LS

Connecting People and Communities



Lunenburg County
WHEELS

Come along for the ride



LC Wheels Operates 5 Vehicles Mon-Fri 8am-12pm 1pm-5pm

Our Fleet

- 1, Eight Passenger Bus (Wheelchair Accessible)
- 1, Seven Passenger Mini Van
- 4, Eight Passenger Pro-master Vans (Wheelchair Accessible)

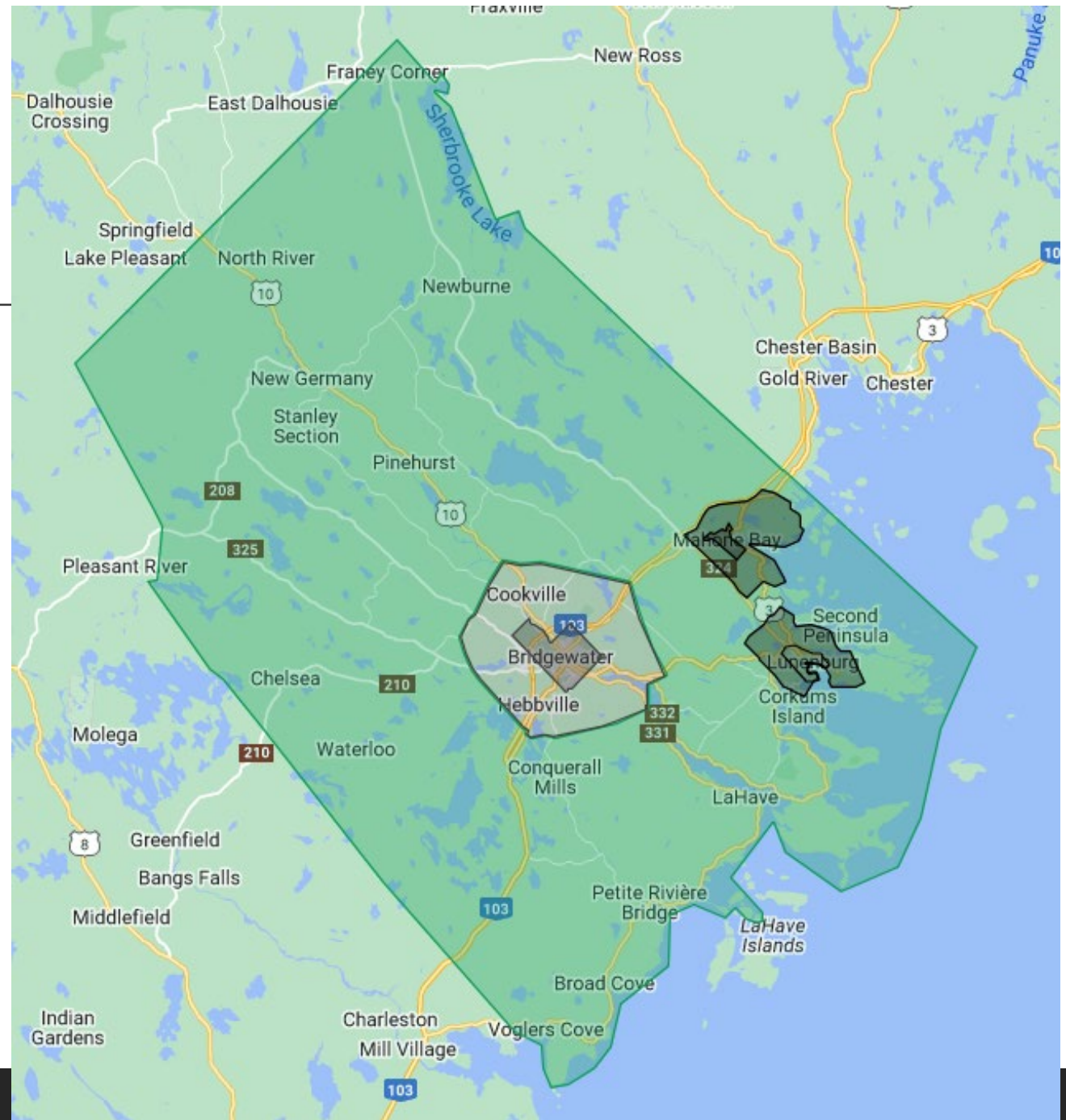


We now cover all of Lunenburg County West

Call 902-523-4455 To Book a Ride.

Serving anyone that needs a ride in Lunenburg County West .

Some restrictions for children under 16.



Office Staff

Operations Manager (Full-time)

Dispatcher (Full-time)

Admin Person (Part-time)

Drivers:

3 Full-time (min 30hrs per week)

2 Part-time (max 20hr per week)

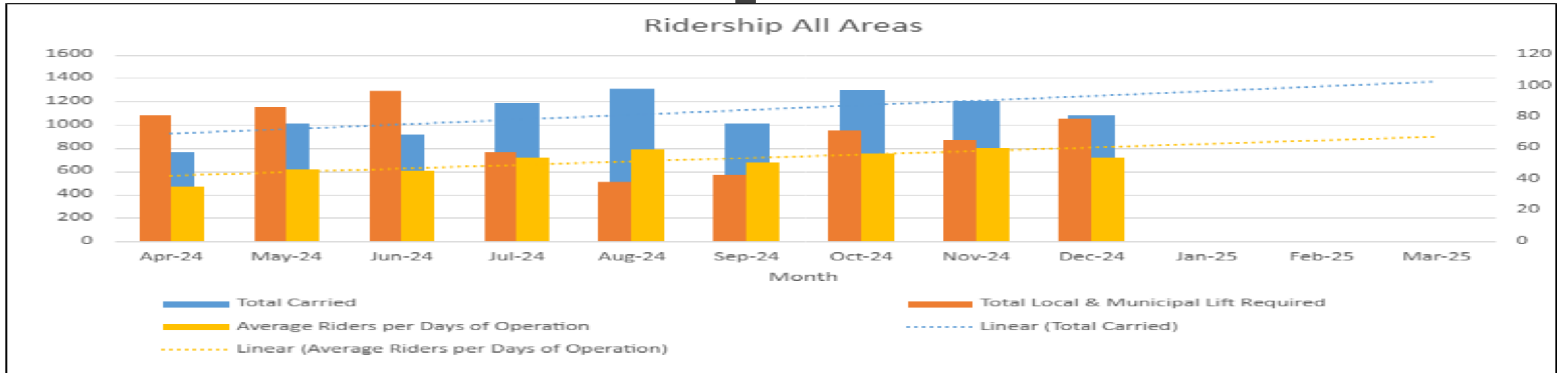
9 Casual (one plus shift(s) per week)

3 Volunteer Drivers (one shift per week)

3 Volunteer Drivers (for community Service runs)



Ridership All Areas



Month	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Totals
Bridgewater Non-Lift	386	425	589	555	728	779	584	754	653	609				5676
Bridgewater Lift	17	54	55	74	41	20	29	52	34	52				411
MoDL Non-Lift	189	224	245	182	270	363	255	307	351	261				2458
MoDL Lift	11	21	25	15	9	8	8	13	17	9				125
Lunenburg Non-Lift	0	21	77	47	78	86	86	88	76	87				646
Lunenburg Lift	0	6	4	6	4	6	3	3	6	8				46
Mahone Bay Non-Lift	0	13	16	31	54	39	42	72	53	45				365
Mahone Bay Lift	0	0	2	2	3	4	3	3	8	10				35
Total Local & Municipal Lift Required	28	81	86	97	57	38	43	71	65	79				617
Total Carried	603	764	1013	912	1187	1305	1010	1298	1198	1081				9768
Average Number of Riders per Trip		1.232	1.248	1.166	1.240	1.299	1.152	1.179	1.186	1.196				
Number of Trips per Month		620	812	782	957	1005	877	1101	1010	904				
Average Riders per Days of Operation		34.73	46.05	45.60	53.95	59.32	50.50	56.43	59.90	54.05				
Total Carried since 1st passenger June 9, 1992														258,237

Where are people going with Lunenburg County Wheels?

Ride Distribution

Month	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Totals
Work		47	90	136	191	269	222	196	183					1,334
Sheltered Workshops		25	63	85	221	100	104	37	179					814
Training		14	0	12	16	0	3	4	0					
Education		37	21	2	0	0	42	108	60					
Medical Appointments		116	187	167	166	226	177	192	175					
Access to Food		31	63	93	148	149	157	51	91					
Physical Activity		0	0	8	23	10	22	17	51					
Shopping/Errands		191	224	215	181	203	141	514	312					
Social & Recreational Connections		252	299	174	207	325	138	179	124					
Other		51.0	66.0	17	34	23	3	0	23					
Total Driver Hours	0	764	1013	909	1187	1305	1009	1298	1198	0	0	0	0	8,683

What's New?

- In Jan 24 we hired a fulltime dispatcher.
- In April 2024, we brought into service the 4 new Promaster accessible vans and completed our service area expansion.
- Since June 24, we hired 3 fulltime drivers, 2 Part-time and 6 Casual Drivers
- In Oct 24, in response to strong user demand we bought a 5th vehicle into service and hired additional drivers
- In Oct 24, we moved into a bigger office space to accommodate the new staff.
- In Nov 24, we hired a part time admin assistant
- In Jan 25, we launched a couple of new tools - dispatch software and driver tablets to improve our operations.

We Appreciate Your Support

Your support has help LC Wheels focus on expanding our service to support all residence of Municipality of the District of Lunenburg, Bridgewater, Lunenburg and Mahone Bay in 2024.

Let's continue the journey together.



Lunenburg County

WHEELS

Connecting People and Communities

Lunenburg County Wheels Operating Budget Projected to March 31, 2027

	2024-2025	2025-2026	2026-2027
Balance Sheet Net Assets Unrestricted at beginning of year	\$321,006	\$307,991	\$223,430
OPERATING REVENUE			
Nova Scotia dept of Transportation CTAP grant	\$232,400	\$232,400	\$232,400
Fare Assistance Program (Province)	\$2,400	\$5,000	\$5,000
Fuel Tax Rebate (Province)	\$3,100	\$3,100	\$3,100
NS-TRIP (Province)	\$5,000	\$5,000	\$5,000
Municipal grants (MODL, BW, MB and Lunenburg)	\$90,000	\$90,000	\$90,000
Federal Gas Tax Rebate	\$159	\$159	\$159
Federal HST Rebate	\$33,800	\$10,000	\$10,000
Fare Income	\$44,375	\$54,375	\$59,375
Fundraising	\$6,000	\$16,000	\$18,000
Donations (charitable tax receipt issued)	\$10,000	\$10,000	\$10,000
Other - Interest on Savings/Investments	\$10,000	\$5,000	\$4,000
Other (nonreceipt onboard donations)	\$2,500	\$2,500	\$2,500
Employment subsidy	\$6,924	-	-
TOTAL REVENUE	\$446,658	\$433,534	\$439,534
OPERATING EXPENSES			
ADMINISTRATIVE EXPENSES			
Salaries and Benefits (mgt/dispatch/admin)	\$117,300	\$134,200	\$139,363
Office Rent/Utilities/Maintenance	\$12,150	\$18,000	\$18,000
Office Expenses/Supplies	\$2,500	\$2,500	\$2,500
Phones	\$1,457	\$1,457	\$1,457
Internet/Web costs	\$960	\$960	\$960
Advertising, Promotion	\$4,847	\$4,847	\$4,847
Contractual Costs (accounting, legal, consultants)	\$4,100	\$4,100	\$4,100
Association Dues and Fees	\$600	\$600	\$600
Meeting/Conference Expenses	\$1,100	\$1,100	\$1,100
Staff/Board Mileage/Travel expenses	\$500	\$500	\$500
Staff/Volunteer Training	\$2,000	\$2,000	\$2,000
Insurance (non-vehicle)	\$5,000	\$5,000	\$5,000
NS-TRIP Project contributions	\$3,750	\$3,750	\$3,750
Bank fees and charges	\$200	\$200	\$200
Miscellaneous	\$1,158	\$1,158	\$1,158
Bookkeeping	\$4,400	\$4,400	\$4,600
IT services	\$2,000	\$2,000	\$2,000
TOTAL ADMINISTRATIVE EXPENSES	\$164,022	\$186,772	\$192,135
VEHICLE EXPENSES			
Salaries & Benefits (Drivers)	\$216,873	\$258,423	\$261,992
Insurance (vehicles)	\$10,500	\$10,500	\$10,500
Vehicle Repairs/Maintenance	\$15,000	\$17,000	\$19,000
Vehicle Registration	\$200	\$200	\$200
Fuel	\$47,628	\$50,000	\$55,000
Cleaning	\$4,400	\$4,400	\$4,400
Onboard Communication (cell phone plans for tablets)	\$4,500	\$4,500	\$4,500
TOTAL VEHICLE EXPENSES	\$299,101	\$345,023	\$355,592
TOTAL EXPENSES	\$463,123	\$531,795	\$547,727
NET INCOME (DEFICIT)	-\$16,465	-\$98,261	-\$108,193
Net Assets Unrestricted at end of year	\$304,541	\$209,730	\$115,237

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Financial Statements
Year Ended March 31, 2024



Belliveau Veinotte Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

Member of The AC Group of Independent Accounting Firms



INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Senior Wheels Association operating as Lunenburg County Wheels

We have reviewed the accompanying financial statements of Senior Wheels Association, operating as Lunenburg County Wheels, (the Organization) that comprise the statement of financial position as at March 31, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Senior Wheels Association as at March 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

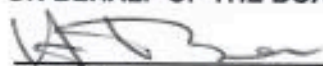
CHARTERED PROFESSIONAL ACCOUNTANTS

Bridgewater, Nova Scotia
June 19, 2024

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Statement of Financial Position
March 31, 2024

	2024	2023
ASSETS		
Current		
Cash	\$ 178,064	\$ 181,773
Term deposits, bearing interest at 4.55% per annum, maturing May 24, 2024	124,234	119,390
Accounts receivable	376,683	-
HST recoverable	23,228	5,261
Prepaid expenses	-	20,000
Security deposits	500	500
	702,709	326,924
Capital assets (Note 4)	399,014	57,645
Term deposit, bearing interest at 3.95% per annum, maturing July 6, 2025	21,006	20,794
	\$ 1,122,729	\$ 405,363
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 242,096	\$ 7,368
Employee deductions payable	5,715	2,247
Deferred revenue (Note 5)	173,692	144,000
	421,503	153,615
Deferred government assistance (Note 6)	380,220	30,921
	801,723	184,536
NET ASSETS		
Unrestricted	321,006	220,827
	\$ 1,122,729	\$ 405,363

ON BEHALF OF THE BOARD



 Director



 Director

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Statement of Operations
Year Ended March 31, 2024

	2024	2023
REVENUE		
Grants	\$ 278,309	\$ 99,000
Donations	27,531	23,122
Amortization of deferred government assistance	72,554	5,457
Transportation	13,892	-
Advertising	1,000	-
Fuel Rebate	1,510	-
Interest income	10,558	2,021
	405,354	129,600
EXPENDITURES		
Advertising and promotion	3,217	4,750
Amortization	80,485	16,635
Business taxes, licenses and memberships	1,613	357
Call Centre	3,776	2,697
Consulting fees	-	27,400
Driver training	746	2,735
Fuel	21,550	13,346
Insurance	4,501	11,376
Interest and bank charges	184	70
Marketing and communications	15,965	-
Meetings and conventions	1,020	-
Memberships	529	-
Miscellaneous	-	2,786
Non-reimbursable HST expense	25,305	2,265
Office expense	3,220	2,149
Office rent	5,100	1,100
Professional fees	9,760	2,500
Radios	1,467	1,135
Repairs and maintenance	9,100	7,536
Salaries, wages and employee benefits	116,108	22,601
Telephone	1,113	410
Travel	416	127
	305,175	121,975
EXCESS OF REVENUE OVER EXPENDITURES FOR THE YEAR	\$ 100,179	\$ 7,625

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Statement of Changes in Net Assets
Year Ended March 31, 2024

	2024	2023
NET ASSETS - BEGINNING OF YEAR	\$ 220,827	\$ 213,202
Excess of revenue over expenditures for the year	100,179	7,625
NET ASSETS - END OF YEAR	\$ 321,006	\$ 220,827

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Statement of Cash Flows
Year Ended March 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Excess of revenue over expenditures for the year	\$ 100,179	\$ 7,625
Items not affecting cash:		
Amortization of capital assets	80,485	16,635
Accrued interest on term deposit	(211)	(590)
Amortization of deferred government assistance	(72,554)	(5,457)
	107,899	18,213
Changes in non-cash working capital:		
Accounts receivable	(376,683)	1,334
HST recoverable	(17,967)	(5,261)
Prepaid expenses	20,000	(20,000)
Security deposits	-	(500)
Accounts payable and accrued liabilities	234,726	7,352
Employee deductions payable	3,468	2,247
Deferred revenue	29,692	108,000
	(106,764)	93,172
Cash flow from operating activities	1,135	111,385
INVESTING ACTIVITIES		
Purchase of capital assets	(421,854)	(37,341)
Proceeds on term deposits	-	20,000
Cash flow used by investing activities	(421,854)	(17,341)
FINANCING ACTIVITY		
Proceeds from deferred government assistance	421,854	36,377
INCREASE IN CASH FLOW	1,135	130,421
Cash - beginning of year	301,163	170,742
CASH - END OF YEAR	\$ 302,298	\$ 301,163
CASH CONSISTS OF:		
Cash	\$ 178,064	\$ 181,773
Term deposits	124,234	119,390
	\$ 302,298	\$ 301,163

See accompanying notes to the financial statements

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Notes to Financial Statements
Year Ended March 31, 2024

1. PURPOSE OF THE ORGANIZATION

Senior Wheels Association (the "Association") is a not-for-profit organization incorporated under the Province of Nova Scotia's Societies Act. As a registered charity the Organization is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act.

The Organization operates to provide access to transportation to residents of Lunenburg County.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Accounting estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Revenue recognition

Senior Wheels Association follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income is recognized as revenue when earned.

Cash

Cash includes cash on hand and balances with financial institutions.

Term deposits

Term deposits, which consist of non-redeemable guaranteed investment certificates with original maturities at date of purchase within twelve months, are carried at amortized cost and classified as short term.

HST

Under the provisions of the Excise Tax Act, the Centre is entitled to a reimbursement of 50% of the HST paid annually on expenditures. The non-refundable portion of HST is included as an expense in the statement of operations.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates:

Equipment	20%
Motor vehicles	30%

(continues)

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Notes to Financial Statements
Year Ended March 31, 2024

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

The Organization regularly reviews its capital assets to eliminate obsolete items. Government grants are recorded as deferred revenue and amortized over the useful life of the asset.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Contributed services

The operations of the Association would not be able to carry out its activities without the services of the many volunteers who donate a considerable number of hours. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Financial assets measured at amortized cost include cash, term deposits and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and deferred revenue.

4. CAPITAL ASSETS

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Equipment	\$ 1,627	\$ 933	\$ 694	\$ 868
Motor vehicles	546,919	148,599	398,320	56,777
	\$ 548,546	\$ 149,532	\$ 399,014	\$ 57,645

5. DEFERRED REVENUE

The deferred revenue balance is operating funding received in the current period that is related to the subsequent period. Changes in the deferred revenue balance are as follows:

	2024	2023
Balance - beginning of year	\$ 144,000	\$ 36,000
Less: Amount recognized as revenue in the year	(144,000)	(36,000)
Plus: Amount received from the Province of Nova Scotia related to the subsequent year	173,692	144,000
Balance - end of year	\$ 173,692	\$ 144,000

SENIOR WHEELS ASSOCIATION
(Operating as Lunenburg County Wheels)
Notes to Financial Statements
Year Ended March 31, 2024

6. DEFERRED GOVERNMENT ASSISTANCE

	2024		2023
Balance - beginning of year	\$ 30,921	\$	-
Government assistance received	421,853		36,378
Accumulated amortization	(72,554)		(5,457)
	\$ 380,220	\$	30,921

During the year, the Association received \$421,853 grant from governments and other organizations for the purchase of four vehicles. These grants have been credited to deferred government assistance and will be amortized over the useful life of the vehicle.

7. ECONOMIC DEPENDENCE

The Organization receives grants from the Province of Nova Scotia which represent 85% (2023 - 80%) of the Association's total revenue. As such, the Association is dependent upon them for their continued viability.

8. FINANCIAL INSTRUMENTS

The Organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Organization's risk exposure and concentration as of March 31, 2024.

Liquidity risk

Liquidity risk is the risk of being unable to meet cash requirements or to fund obligations as they become due. The Organization is exposed to liquidity risk with respect to the financial liabilities recognized in the statement of financial position.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Organization is mainly exposed to interest rate risk.

Interest rate risk

The Organization is exposed to interest rate risk on its fixed rate financial instruments which subject the Organization to a fair value risk. The Organization is exposed to this type of risk as a result of investments in term deposits.



Upgraded Washroom Facilities Urgently Needed at the Lunenburg Academy

November 29, 2024

**Attention: Lunenburg Town Council
119 Cumberland Street, P.O. Box 129
Lunenburg, NS, B0J 2C0**

Dear Mayor Jamie Myra and Members of Town Council,

I am writing to express concerns about the very limited washroom facilities inside the Lunenburg Academy.

As you are aware, the Lunenburg Academy is a well-known and loved National Heritage Site, attracting a significant number of visitors from around the world each year. This year was our busiest yet, with thousands of people visiting our Heritage Classroom. It is a joy to see bus after bus, filled with tourists, roll up to the Academy with people disembarking with cameras in hand, in awe of our beautiful building. Many times, after the long drive from Halifax, and before they take a stroll around the grounds to take pictures of our majestic architectural gem, and even before stopping into our museum, they look for a washroom. The result is overcrowded halls and long lines of people, waiting to get into the only washrooms available, which are *inside* the Lunenburg Library. It is disheartening. Not only is it an inconvenience for guests, but locals and valued tenants are disrupted. And the mess left behind for the library to clean up is unacceptable.

While the Academy showcases an important piece of our town's rich history and cultural heritage, the current facilities are unable to adequately accommodate the influx of visitors. This situation not only creates discomfort for our guests but also places an undue burden on the limited washroom facilities of other tenants within the building.

The lack of sufficient washroom access not only leads to long wait times and frustration, but it is also ultimately detracting from the overall experience that our visitors have when exploring this iconic location. Tourists who travel great distances should be able to enjoy their visit without the added inconvenience of inadequate amenities. Providing adequate facilities would reflect positively on our commitment to hospitality and visitor care.

Another thing that becomes problematic, particularly given the fact we are a National Historic Site, is that the Heritage Classroom's hours of operation are dictated by the Town library. This is for no other reason other than the washroom facilities are located inside their leased space. Our guests have no access to facilities. When the library is closed, for whatever reason, we are legally obligated to close the Heritage Classroom. This has happened during holidays, when we have more tourists than usual wanting to visit the Academy, and even when the library experiences staffing shortages and must close for the day.

We need a solution. We are proposing temporary washroom facilities be built outside on the grounds. In terms of financial considerations, the initial investment in constructing them would be a valuable addition to the town's infrastructure. The increase in visitor satisfaction could lead to longer stays and higher spending in our local businesses, providing a positive return on investment. Having dedicated washroom facilities would reduce the pressure on existing tenants, allowing them to focus on serving their guests without the added responsibility of accommodating transient visitors.

From our perspective, it is a necessity for people to visit our museum.

As we look toward the future, we need to prioritize the comfort and satisfaction of those who come to appreciate our town's heritage. Building washroom facilities at the Lunenburg Academy would not only enhance the visitor experience but also serve as a testament to our dedication to preserving and promoting our local history.

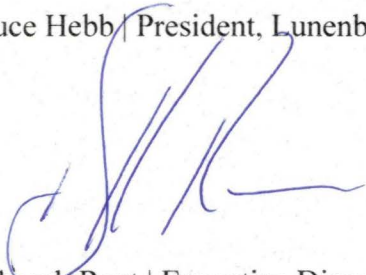
We urge the Town to consider this proposal seriously and look forward to discussing how we can work together to make Lunenburg an even more welcoming destination for all who visit.

Thank you for your time and consideration.

Sincerely,



Bruce Hebb | President, Lunenburg Academy Foundation Board of Directors



Deborah Rent | Executive Director, Lunenburg Academy Foundation

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

November 22, 2024

Dear Mayor Jamie Myra and Members of the Town Council,

I am writing to express my strong support for the construction of public washroom facilities on the grounds of the Lunenburg Academy. This essential project aligns with the values outlined in our town's Comprehensive Community Plan, fostering inclusion, contemporary excellence, and placemaking.

Currently, there are two single-unit washrooms on the main floor of the building, which houses four tenants. The Lunenburg Library regularly serves 120 to 200 customers a day, the Atlantic Canada Language Academy has between 30 and 45 staff and students, Lunenburg Walking Tours brings in an average of 15 people twice a day, and the Historic Classroom sees between 60 and 200 visitors daily, who frequently arrive on tour buses of 40-50 people at a time. As the only floor open to the public, this results in long washroom lines, crowding in the hallway, and disruptions in regular library operations. The facilities, not designed or maintained for this heavy use, frequently become unsanitary or inoperative, leading to service interruptions and frustration.

Access to clean and safe washroom facilities is widely recognized as a fundamental human right. This is especially important in a community space like the library, where individuals of all ages and abilities gather. This lack of adequate washroom facilities compromises the experience of regular users and visitors alike, a concern explicitly addressed in the CCP, which emphasizes the need for well-maintained and accessible public spaces, municipal buildings, and leisure facilities to improve community livability and foster a welcoming environment. Furthermore, outdoor facilities could provide access beyond the Academy's open hours, extending the use of the surrounding park, community garden, and active transportation route into the early morning and evening.

From an economic perspective, Lunenburg's reputation as a UNESCO World Heritage Site attracts thousands of visitors annually, as recognized in the CCP. By providing adequate public amenities, the town can encourage longer and repeat visits, fostering greater patronage of local shops, businesses, and attractions. By incorporating environmentally sustainable and aesthetically sensitive design, this project can also exemplify the CCP's commitment to environmental stewardship and heritage preservation.

I urge the Town Council to prioritize this proposal as a strategic investment in our community's future. This project embodies the CCP's guiding principles, addressing the needs of both current and future generations while enhancing the quality of life for all.

Sincerely,



Ashley Nunn-Smith
CEO & Chief Librarian, South Shore Public Libraries

FIRST RESPONDERS' WELLNESS SYMPOSIUM: KEEPING STRONG PEOPLE STRONG



On April 26th, 2025, we are pleased to be hosting our third annual “First Responders’ Wellness Symposium: Keeping Strong People Strong” at NSCC-Lunenburg Campus in Bridgewater, NS.

We are once again pleased to have the TEMA Foundation partner with us this year. It is a nonprofit organization that focuses on mental health and wellness for frontline workers, first responders, healthcare professionals, public safety personnel, and the important people in their lives. The TEMA Foundation develops educational programs and then partners with like-minded organizations to deliver impactful education and training. For more info, go to: <https://www.tema.foundation>

As you know, hosting a Symposium such as this takes time (that’s us) and money. This is where you come in. We are a non-profit society committed to the health and wellbeing of all first responders and their partners. The Society consists of firefighters, paramedics, Ground Search and Rescue (GSAR) and law enforcement officers from across the Valley / South Shore area. A team of like-minded individuals with a passion for supporting first responders.

We are asking that you support our endeavour so we can bring in interesting speakers by donating financially to our society. This is one way you can give back to our communities. We want to only charge participants a small fee (\$35) which basically covers the cost of lunch plus their Symposium bag for which they can collect materials / info from the various vendor organizations. Your financial contribution will help with speaker honorariums and / or articles / gift certificates towards door prizes all which will help off set costs for the Symposium. Some speakers donate their time to the Symposium, but for others we must pay.

If you donate financially, based on the amount, we honor you by designating you as one of the following:

Bronze - \$250-499.00

Silver - \$500 to 1000.00

Gold – more than \$1000.00

Additionally, you will be given acknowledgment of your donation on our promotional materials, website, etc. For that we would request a jpeg image of your organization’s logo.

You can also visit our website at: www.firstresponderwellness.ca

Please send your financial donation to the following:

First Responders’ Wellness Symposium Society

Attention: Sheena Conrad, Treasurer

1321 Hwy 332, First South, NS

B0J 2C0

Or you can send it via e-transfer to: wellnesssymposium@hotmail.com

Thankyou for taking the time to consider investing in the health and well-being of our fist responders. They provide so much to us and now it is our turn to provide something back to them.

Regards,

Wendy Rafuse

Chairperson, First Responders’
Wellness Symposium Society

Kevin Pick

Symposium 2025
Co-chairperson

Deven Kennedy

Symposium 2025
Co-chairperson



A Message from the Organizing Committee

The Association of Nova Scotia Geocaching is proud to host Maritime Mega 6 (MM6) on **June 28, 2025** in Bridgewater, Nova Scotia. This conference will celebrate the 25th Anniversary of geocaching worldwide while honouring Canada's first geocache, hidden in nearby East River, NS. Related events will take place from June 25 -30th throughout the town and county. Geocaching is a worldwide treasure hunt using a GPS or smartphone to find hidden containers or locations, attracting people of all ages and abilities. Bridgewater, the largest town on the South Shore is a commercial and professional service center, with a diverse economy and is well suited to host a Mega event!

Your Sponsorship at Work: This will be the sixth Maritime Mega, the second one hosted in the Bridgewater area. We want to ensure accessibility for a diverse group of cachers – new and experienced, families of all sizes, young and “seasoned”. We are hoping to keep the costs at a level that finances are not a barrier to participating.

We have a strong educational component to the event, and we hope to invite some experts and “celebrity cachers” to have a “wow” factor with the participants. Corporate and community sponsors have been integral to the success of past Mega Events and have contributed to a tradition of excellence. Without our sponsors, we would be unable to host such a high--calibre event.

The Market:

The importance of the celebration and our location gives us the potential to be an international event – with delegates participating from across Canada as well as the United States. We expect Geocachers from Europe and other continents. They could be enjoying our town for up to five days with the potential to stay longer. This provides economic spin off to the town, surrounding communities and all vendors/businesses associated with the event. Past Maritime Mega events have attracted nearly 800 attendees.

Maritime Mega Sponsorship Levels

The MM6 Steering Committee welcomes all corporate or community sponsors. Sponsorship levels determine the amount of exposure during the conference.

PREMIERE SPONSOR: \$2,500+

Standard Top--Tier Benefits

Be acknowledged as a Premiere sponsor on MM6 website with Sponsor's logo/image, direct links to Sponsor's website, and brief sponsor bio

- Be acknowledged as sponsor on front page of conference website with direct links to Sponsor's website or social media as determined by Sponsor
- Be acknowledged on the sponsorship page of the conference program as Premiere Sponsor
- Opportunity for an 18 foot booth during the MM6 trade show (attended by all MM6 attendees and organizers)
- Be recognized as a "Feature Vendor" during the MM6 trade show
- Recognition at opening ceremonies

Premiere Sponsor Added Benefits

- Be acknowledged in 2 social media posts with direct links to Sponsor's social media sites on MM6 social media pages
- Name inclusion in any MM6 media release
- Opportunity to contribute branded items to MM6 "swag bags"
- Sponsor logo placement on all key MM6 signage
- Full-page advertisement in MM6 program (choice based on first-come first-served basis – inside cover, back cover or back outside cover)
- Recognition as Premiere Sponsor at MM6 (opening ceremonies)

MAJOR SPONSOR: \$2,500

Standard Top-Tier Benefits

- Be acknowledged as a Major sponsor on MM6 website with Sponsor's logo/image and direct links to Sponsor's website
- Be acknowledged on the sponsorship page of the conference program as Major Sponsor
- Opportunity to be the named sponsor for a MM6 activity (i.e. Midnight Madness Event)
- Opportunity for a booth during the MM6 trade show (12 foot) (attended by all MM6 attendees and organizers)
- Be recognized as a "Feature Vendor" during the MM6 trade show -

Major Sponsor Added Benefits

- Be acknowledged in 2 social media posts with direct links to Sponsor's social media sites
- Opportunity to contribute branded items to MM6 "swag bags"
- Sponsor's sign or banner displayed at key MM6 locations
- Complimentary half-page advertisement in MM6 program

MAJOR SUPPORTER: \$1,000+

Standard Benefits

- Be acknowledged as a Major supporter on MM6 websites with Sponsor's logo/image and direct links to Sponsor's website.
- Be acknowledged on the sponsorship page of the conference program as Major Supporter
- Opportunity for a booth during the MM6 tradeshow (8 ft) (attended by all MM6 attendees and organizers)

Major Supporter Added Benefits

- Be acknowledged with other Major Supporters in 2 social media posts
- Complimentary one-third page advertisement in conference program
- Opportunity to contribute branded item for MM6 "swag bags"

OFFICIAL SPONSORS: \$500+

-
- Be acknowledged on the sponsorship page of the conference program as an Official sponsor
 - Be acknowledged as an Official sponsor in the sponsorship section of the conference website with Sponsor's logo/image and direct link to Sponsor's website
 - Opportunity for a booth during the trade show (6 ft)(seen by all conference attendees and organizers) Complimentary one quarter-page advertisement in conference program

SPONSORS: UNDER \$500

- Be acknowledged on the sponsorship page of the conference program as an Official sponsor-NOTE:**A limited number of tables(booths) available at this level.

IN-KIND SPONSORSHIP

The Maritime Mega Event also welcomes in--kind sponsorship in product, materials, and/or services. If you are interested in contributing an in--kind sponsorship, please contact charlene@nsgeocaching.com for more details. The following are examples of In--Kind Sponsorship opportunities available: Food or Refreshment Sponsor (main event or side event) or Swag bag items, First Aid, Non-Profit Group Volunteers etc.

OUR COMMITMENT

- Sponsors who support a particular portion of the program (e.g. a guest speaker) will have their donation used solely for such purposes
- All sponsors will receive exposure at the conference in alignment with their level of donation as outlined in the previous section
- The Steering Committee will communicate with the sponsor to ensure that all aspects of the sponsorship levels are carried out to the highest possible standard and in a manner satisfactory to the sponsor's expectations.

MARITIME MEGA 6



BRIDGEWATER, NS

SPONSORSHIP FORM

Thank you for your generous support. Your contribution to the 6th Maritime Mega will allow us to continue the legacy of quality geocaching events in the Maritimes!

- Yes, we would like to sponsor MM6 2025. Please have a member of the steering committee contact us.
 - Premiere Sponsor \$2,500+
 - Major Sponsor up to \$2,500
 - Major Supporter \$1000 +
 - Official Sponsor \$500 +
 - Sponsor Under \$500
 - In-Kind Sponsorship

- Yes, we would like to support MM6 and their additional programs. Please have a representative from MM6 contact us to discover the available opportunities for Sponsorship.
- We would like more information before making a decision. Please have a member of the Steering Committee contact us.

Name/Contact _____

Organization _____,

agrees to support MM6 2025 in the following way(s):

- Monetary donation in the amount of \$ _____

(Please make all cheques payable to "Maritime Mega 6- 2025" or)E Transfer: andrea@nsgeocaching.com include company/ name in comments.

Specified Use: Product or service in kind (specify) _____

The MM6 2025 Steering Committee may contact

_____ from our organization, if need be, by using the following information:

Address: _____

Phone: _____ Email: _____

Please reply to: MM6 % Charlene Porter

1137 Hwy 347 Denver, NS B2H 5C8 Phone (902)-338-2277

Email: charlene@nsgeocaching.com

Website: <https://www.nsgeocaching.com/home/mm6>

There will be an opportunity for local businesses and organisations to become a stop on one of our “Adventure Lab” tours. Adventure labs are virtual geocaches done on a phone app that highlight interesting facts, events, people or places. A sign could be placed in a business window to attract visitors doing the Adventure Lab. It is an opportunity for visitors to learn about the area and for businesses to be highlighted. Please indicate if you would like to be considered for an Adventure Lab stop.

25th Anniversary of Geocaching Celebration June 2025

Geocaching is a real-world, outdoor treasure hunting game using GPS-enabled devices. Participants navigate to a specific set of GPS coordinates and then attempt to find the geocache (container) hidden at that location. In Nova Scotia there are over 10,000 people registered with geocaching.com as active geocachers and over 20,000 geocaches here that people travel to find from all over the world. . Because of the 5 levels of terrain and difficulty associated with each geocache it appeals to all ages and abilities from kids to seniors. The Maritime Mega 6 celebrates 25 years of geocaching and the silver anniversary of Canada's First Geocache in Nova Scotia. This Mega geocaching event will be held between June 26th to July 1st in Bridgewater and around Bridgewater, NS including Chester, Mahone Bay, Lunenburg and Liverpool as well as locations throughout Nova Scotia. This will include over 20 satellite events plus 50 lab cache events around the main event in and around Bridgewater on June 28th. The weeklong series of events will likely attract 1500 registered participants for an economical impact of over \$500,000 to the regions. As well, many of the 10,000+ geocachers in Nova Scotia will participate in events and lab caches during this time period. These events will increase local participation and encourage visiting cachers to travel to different regions to participate and find some of the 20,000 caches hidden in our province. From past experience, participants are expected to travel from up to 10 provinces, 12 states and 11 international countries for a Mega geocaching event.

PROFILE - ASSOCIATION OF NOVA SCOTIA GEOCACHING - as of: MAY 15, 2024

Business/Organization Name: ASSOCIATION OF NOVA SCOTIA GEOCACHING

Registry ID: 3287782

Type: Society

Nature of Business:

Status: Active

Jurisdiction: Nova Scotia

PEOPLE

Name	Position	Civic Address	Mailing Address
CHARLENE Z PORTER	Director-	1137 HWY 347 DENVER, NS	B2H 5C8
PAMELA H SHAW	Director	TRURO	NS
LYNDA KANNE	Director	HARMONY	NS
ANDREA BOSWELL	Director	DARTMOUTH	NS
CHERYL HILL	Director	LOWER SACKVILLE	NS

Maritime Mega 6,2025 Nova Scotia

Preliminary Budget

<u>Projected Income/Revenue</u>		Amount On Hand	Pending	Total
Applicants Contributions		\$ 1,500	\$ 1,500	
Earned Revenue (registration fees, ticket sales, admissions)	\$ 1,500	\$ 6,000	\$ 7,500	
Corporate Sponsorships		\$ 2,500	\$ 2,500	
Fundraising - Post-sales revenue		\$ 3,000	\$ 3,000	
Fundraising - Hiking Stick Auctions	\$ 250	\$ 500	\$ 750	
Fundraising - T Shirt Sales	\$ 350	\$ 3,500	\$ 3,850	
Fundraising - Other		\$ 2,500	\$ 2,500	
Donated In-Kind		\$2000	\$ 2000	
Grants		\$10000	\$10000	
Total Revenues	\$ 2100	\$ 35500	\$ 37600	

Projected Expenses/ Cash Out

Administration Fees		\$ 500	\$ 500	
Materials/supplies		\$ 5,000	\$ 5,000	
Equipment Rental		\$ 350	\$350	
Venue/Facilities Rental		\$ 1,750	\$ 1,750	
Marketing and Promotions (ie posters, brochures, programs, social media and advertising)		\$ 1,000	\$ 1,000	
Accommodations		\$750	\$750	
Travel Costs		\$ 1000	\$ 1000	
Geocoins		\$5000	\$ 5000	
Participant Materials		\$ 8,000	\$ 8,000	
Costume Rentals		\$150	\$ 150	
Food and Water		\$ 1,500	\$ 1,500	
Insurance		\$ 1,500	\$ 1,500	
Saint John Ambulance		\$350	\$ 350	
Parking and Signage		\$ 250	\$ 250	
Event Cake		\$ 125	\$ 125	
Fundraising Costs		\$ 1,500	\$ 1,500	
Door Prizes		\$ 1,500	\$ 1,500	
Contingency		\$ 1,000	\$ 1,000	
Appreciations Gifts		\$ 400	\$ 400	
Volunteer T-Shirts		\$ 300	\$ 300	
Geocaching Supplies		\$ 500	\$ 500	
Satellite events & lab caches		\$ 2000	\$ 2000	
Catering.		\$3175	\$3175	
Total Expenses		\$ 37600	\$ 37600	



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

December 30, 2024

Dear Mayors, Wardens and Councillors:

I am writing today to commend all municipalities for successfully adopting the legislated Code of Conduct within the required timeline. Province wide adoption of this essential framework reflects a shared commitment to fostering respectful and constructive dialogue at the Council table.

The development of the Code of Conduct framework illustrates the significant collaboration between municipal governments and the Government of Nova Scotia. I would like to express my appreciation to the members of the Code of Conduct Working Group for their commitment and hard work over the past three years in developing and recommending a model that will effectively serve all 49 municipalities and 21 villages.

I would like to highlight that the Working Group recommended reviewing the Code three years after its implementation. This thoughtful approach underscores the importance of continuous evaluation and improvement to ensure that the Code continues to effectively support respectful and constructive conduct at the Council table.

Thank you, once again, for your commitment to the new municipal Code of Conduct. I am confident that this new standard will create a more positive work environment for municipal elected officials across Nova Scotia.

I look forward to our ongoing collaboration in the New Year as we engage in projects that will have meaningful impact on our communities.

Sincerely,

A handwritten signature in blue ink, appearing to read "John A. Lohr".

Honourable John A. Lohr
Minister of Municipal Affairs

c: Chief Administrative Officers

Mr Jamie Myra Sworn
Mayor of Lunenburg
119 Cumberland Street, P.O. Box 129
Lunenburg, Nova Scotia
Canada B0J 2C0

December 16th, 2024

Dear Mayor Myra Sworn,

ICOMOS Canada has been informed that a major housing development is currently planned in the buffer zone of the World Heritage site of Old Lunenburg and that a group of citizens of this city have expressed their concerns to such a development. Some of those citizens also raised questions regarding potential gaps in the management and protection of the heritage of Old Lunenburg and its buffer zone.

The inscription of Old Lunenburg on the World Heritage List in 1995 included the urban fabric and historic buildings, to which was added a buffer zone consisting of undeveloped communal spaces. The inscription notably mentioned the views over the city, offered by the maintenance of old communal spaces not developed since 1753, a rare phenomenon since it often disappeared in other cities.

ICOMOS Canada understands the need to develop the municipality of Lunenburg and does not advocate that the site and its buffer zone remain frozen in time. But, as part of the technical body advising UNESCO on cultural sites, our organization wishes to raise a few questions in order to create as many favorable conditions as possible for maintaining the OUV of the site.

With this in mind, would your administration agree to comment or answer the following questions?

1. As of 2017, there appears to have been a series of changes by local authorities in legal protections, policies and development control regulations that favor housing development within the site's buffer zone. Were these changes brought to the attention of Parks Canada and the UNESCO World Heritage Center at the time? Has there been a technical opinion or validation of the adequacy of these changes with the protection of the site's OUV?
2. Has the Town of Lunenburg undertaken a full and independent heritage impact assessment study of the development project, in accordance with the guidelines and

principles of ICOMOS and the World Heritage Centre? Has a strategic environmental impact assessment been considered?

3. Does the Town of Lunenburg, as site manager, have a site management plan in place and, if so, can you provide us with a copy of this plan?

4. Would you agree to provide information on how and when the "Town of Lunenburg Heritage Sustainability Strategy (2010)" was implemented by the city with a brief summary of the dates that various recommendations of the report were implemented?

5. What are the actions and monitoring measures the Town of Lunenburg, as site manager, has implemented to ensure "the appropriate managing authority to determine whether planned development or changes in use in the buffer zone would impact the Outstanding Universal Value (OUV) of the associated World Heritage property? Does the Town of Lunenburg receive any technical support from Parks Canada or the provincial or federal authorities?

We thank you in advance for the answers and clarifications that will allow our organization to have a better understanding of the situation in Lunenburg, and we express our willingness to make the expertise of our members available to you to support your administration in preserving the OUV of this remarkable site for Canada and the international community.

While awaiting your response, please accept, Mr Mayor, our cordial greetings.



Mathieu Dormaels *Ph.D.*,
President
ICOMOS Canada
president@canada.icomos.org

cc. : The Honourable Allan MacMaster, Nova Scotia's Minister of Communities, Culture, Tourism and Heritage
Nadine Spence, Vice President, Indigenous Affairs and Cultural Heritage, Parks Canada
Geneviève Charrois, Executive Director, Cultural Heritage Parks Canada
Regina Durighello, Director of the World Heritage Program, ICOMOS
Jean Laberge, Chair, Advisory Committee on World Heritage, ICOMOS Canada
Hilary Grant, Director of Community Development, Town of Lunenburg

From: Rhonda Lemire <rhonda.lemire@asns.ca>
Sent: Monday, December 9, 2024 12:11 PM
To: kjardine@townoflunenburg.ca <kjardine@townoflunenburg.ca>
Subject: Proclamation

Hello,

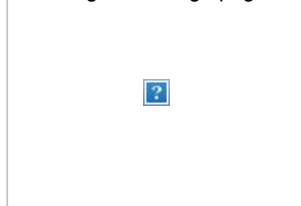
I'm looking to see if the following proclamation or something similar could be considered by Council? Could you please let me know the staff contact for this request?

**Proclamation
Alzheimer Awareness Month
January 2025**

WHEREAS: There are an estimated 16,000 people living with dementia in Nova Scotia; and
WHEREAS: It is projected that the number of people living with dementia in Nova Scotia will increase by 87% with nearly 30,000 people likely to be living with dementia by 2050; and
WHEREAS: The Alzheimer Society of NS is committed to alleviating the personal and social consequences of Alzheimer's disease and other dementias and to promoting the search for the causes and cures.
THEREFORE, BE IT RESOLVED that I, [**Mayor, Councillor**] and [**Name of Council**] do hereby declare January as Alzheimer Awareness Month in the [**name of the municipality**].

Many thanks!

Email Signature Logo.png



Rhonda Lemire (she/her)
Regional Coordinator of Education & Outreach, South Shore
Phone 902-422-7961 | 1-800-611-6345
Cell 902-527-6962
Email rhonda.lemire@asns.ca
Website www.alzheimer.ca/ns
112-2719 Gladstone Street Halifax, NS, B3K 4W6



ASNS acknowledges that we are on unceded traditional Mi'kmaw territory. We are grateful for the Peace and Friendship treaties. We are all Treaty people.

Subject: Lunenburg Day Care Centre

From: Marc Kiely, Interim Director of Community Development
Hilary Grant, Interim CAO

Date: January 14, 2025



Recommendation

That Council commits to making available a suitable piece of municipal land, subject to further analysis and Council approval.

That Council direct staff to hold a public hearing on entering a lease with the Lunenburg Daycare for [insert land option(s)]

Alternatives

- That Council agrees in principle to the establishment of a daycare facility in partnership with Lunenburg Day Care Centre and commits to prioritizing the identification of appropriate municipal land for the project.

Background

The Lunenburg Daycare Centre (LDCC) has requested a “Confirmation of Ownership/leasehold or partnership agreement/commitment.” This can be made in the form of a formal motion by Council. The LDCC requires confirmation of support, whether through ownership, leasehold, or partnership, by **January 15, 2025**, to secure funding and proceed with project planning.

At the January 7, 2025, Committee of the Whole meeting, Council requested additional information regarding the Harbourview Haven site, details on the feasibility of constructing a new building to replace the Public Works functions currently housed in the Blue Building, and any relevant insights from the forthcoming Parking and Traffic Study. This information is included below.

The LDCC has engaged RHAD Architects, selected through a public RFP process, to design the new facility. At the December 10, 2024, Council meeting, the LDCC delivered a presentation (Link: [LDCC Presentation to Council Dec. 10/2024](#)) that included a proposal of three choice building site options located within the Town’s Recreation Complex areas (Attachment B). The options presented included: the existing Community Centre site, 87 Victoria Road (Blue Building), and field/parking lot. Although these three options were the options proposed in detail during the public presentation, the LDCC has previously expressed that they would be willing to work with the Town on any potential site options.

Discussion

The Town of Lunenburg has experienced a significant rise in young families and children under 14, with lone-parent households increasing by 58% between 2016 and 2021. Household projections indicate 7% growth from 2022 to 2027, reaching 1,180 households. This growth has caused daycare facilities to reach full capacity, leaving a waiting list of 232 children. The LDCC, a non-profit established in 1973 and

operating at 26 Lincoln Street since 1991, currently provides 113 licensed childcare spaces. The proposed new facility would add 96 spaces, meeting Early Learning & Child Care Regulations and the Access by Design 2030 framework. It would also include outdoor green play space and accessible features to better serve diverse and vulnerable populations.

While early discussions explored a mixed-use facility with a daycare and gymnasium, the gymnasium was deemed unfeasible due to high costs. However, LDCC has expressed interest in collaborating with the Town on future planning and administrative models for the existing Community Centre if the new daycare is constructed at the Recreation Complex. Such an agreement would require further negotiations and could provide mutual operational and financial benefits.

General Site Location Discussion

Recreation Complex Area

In early discussions between the Town and LDCC, the Recreation Complex area emerged as a preferred site option. The general area is already serviced with water, wastewater, electricity and ample parking (levels of complexity and cost for servicing vary depending on specific location within the area), which may provide significant efficiencies benefitting project timelines and reducing construction costs as compared with other areas of town. Additionally, the area would provide a campus-like setting for the daycare centre with proximity to recreation and educational facilities and as a result, many potential synergistic opportunities.

Other Potential Areas

To ensure all reasonable options are considered, Town staff have also conducted a preliminary review of other Town-owned sites. The review indicates that these alternatives are unlikely to match the Recreation Complex in terms of convenience or accessibility to complementary facilities. Additionally, they would likely require significantly greater investment in servicing infrastructure. However, these sites might offer opportunities to not impact Recreation facilities.

Specific Site Comparison Table:

Site	Potential Benefits	Potential Challenges
Existing Community Centre Site	<ul style="list-style-type: none"> • existing utility servicing, including water, wastewater and electric • availability of parking • proximity to school • central, walkable location • there is existing flood risk but it is less than adjacent site (described below) 	<ul style="list-style-type: none"> • retrofit of existing building structure likely financially unfeasible and significantly more costly than a new build: would include extra cost and time of demolition, including likely mitigation of potentially hazardous materials (i.e. asbestos) • would impact recreation programming and loss of existing community centre building

	<ul style="list-style-type: none"> • can expect minimal impact to traffic flow • Would save approximately \$110,000 in operating annually and anticipated capital investments, such as a new accessible entrance, gym floor upgrades and potential hazardous materials mitigation 	
Field/Parking Lot	<ul style="list-style-type: none"> • existing utility servicing, though some work would be needed • availability of parking • proximity to school • central, walkable location • if a 2-storey approach is taken, with smaller footprint, there would be minimal impact to recreation servicing or existing community centre building • no demolition costs or additional time required for hazardous material remediation 	<ul style="list-style-type: none"> • would reduce number of parking spaces available in parking lot • could impact ease of access to adjacent community centre building and skate park • could impact track if a one-storey approach is taken, requiring a large footprint • would have impacts to traffic flow • would require new flooding controls
87 Victoria Rd – ‘Blue Building’	<ul style="list-style-type: none"> • existing utility servicing, though some work would be needed • availability of parking • proximity to school, • central, walkable location • would have minimal direct impact to recreation services 	<ul style="list-style-type: none"> • currently serves as storage space for the Town’s Public Works Dept. and Recreation complex: would require relocation of equipment to alternative and less convenient site and potentially require a new storage structure to accommodate (cost estimate shows it would likely require several hundred thousand dollars at minimum for building of minimal building standard)

		<ul style="list-style-type: none"> • would displace tenants: Sea Cadets • would require building demolition before construction can start and associated costs; • would limit future use of valuable land adjacent to the arena • would require Planning amendments • there are existing flooding concerns
Dog Park Location	<ul style="list-style-type: none"> • no impact to recreation complex services • good road access for users • relatively central location • no major flood concerns 	<ul style="list-style-type: none"> • significant and costly wastewater servicing upgrades would be required • would require Planning amendments • no existing sidewalks • separated from complementary services including recreation facilities • existing dog park would be impacted
Starr Street <i>This includes land area below Hillcrest cemetery and across from Dog Park</i>	<ul style="list-style-type: none"> • Servicing could be made available • requires a Subdivision (rezoning not required) • no impact to recreation complex services • good road access for users • relatively central location • no major flood concerns • same general location as dog park, but potentially less challenges related to water and wastewater servicing • no impact to the dog park itself, but similar location 	<ul style="list-style-type: none"> • existing electrical utility infrastructure may require investment for site prep. • no existing sidewalk access. Installation would require significant investment • site is separated from complementary services including recreation complex facilities • This site is in the World Heritage Buffer Zone. The setting of the school in a green space with playgrounds is also a character defining element of the Lunenburg Academy National Historic Site
Wolff Ave. Park	<ul style="list-style-type: none"> • no impact to recreation complex services • good road access for users 	<ul style="list-style-type: none"> • currently Parks and Rec land and would require rezoning (was

	<ul style="list-style-type: none"> • relatively central location • no major flood concerns 	<p>parkland dedication to the subdivision)</p> <ul style="list-style-type: none"> • there are known traffic and parking concerns • located on a 'dead end' • no existing sidewalks • would require significant land clearing • further study would be required to know if it is developable
<p>Land holding adjacent to New Harbourview Haven Site PID: 60500006, Hall Street</p>	<ul style="list-style-type: none"> • no impact to recreation complex services • good road access for users • relatively central location • no major flood concerns 	<ul style="list-style-type: none"> • Infrastructure investment in this area, such as roadways, would provide limited benefit to Lunenburg's tax base, as the location lies at the Town's municipal boundary. • Although the land is owned by the Town, the majority of the parcel which includes the conceivable building site, falls within the jurisdiction of the Municipality of the District of Lunenburg. As a result, the Lunenburg Daycare would need to coordinate with the Municipality of the District of Lunenburg to secure servicing agreements and obtain necessary planning permissions. • Additionally, with the ongoing evolution of the new Harbourview Haven design on adjacent lot, there may be future requirements for additional land to accommodate the facility's needs. • Currently, the site lacks servicing and road access. Planned servicing upgrades intended to support Harbourview Haven may not be

		completed in time to meet the needs of the daycare project.
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Community Centre Parking Lot

WSP reviewed the Community Centre parking lot as part of the upcoming Traffic and Parking Study, with the goal of increasing parking capacity and enhancing traffic circulation. The current layout features diagonal parking spaces; however, transitioning to a perpendicular parking design could create an additional 40 spaces.

To further improve functionality and safety, WSP recommends installing concrete islands at the ends of parking aisles to guide drivers into the designated driving lanes and to help reduce vehicle speeds within the lot. Additionally, a concrete sidewalk is proposed along the frontage of the Community Centre and Curling Club to enhance pedestrian safety and walkability.

Operational and Financial Impacts of Public Works Relocating

The Blue Building currently houses Public Works and Recreation material that, combined, requires approximately 125 feet by 50 feet of cold storage. In addition, a separate enclosed area of the structure houses a well-equipped, heated, carpentry workshop.

The construction of the Salt shed on Starr Street approximately 10 years ago can be seen as an appropriate comparable for what would be expected cost-wise for the development of a new alternative building that could provide appropriate cold storage. Given that the space requirements for what’s currently housed in the Blue Building is approximately four times larger than the salt shed, and adjusting for cost increases and inflation, the estimated cost of constructing a new storage building for Public Works on Starr Street is approximately \$1 million. This estimate aligns with studies conducted for similar buildings in neighboring municipalities. In 2023, the Town of Mahone Bay explored building a 5541 square foot garage and storage shed, which was estimated to cost \$1.5 million.

As an existing alternative site for the carpentry workshop, it is believed that the Old Fire Hall may have sufficient space to accommodate the workshop but would require some upgrades to function with comparable levels of functionality as the current site.

Bridgewater Daycare Project

On December 9, Bridgewater’s Town Council approved a motion to sell 3 acres of surplus land for \$1, inclusive of legal and surveying costs, to the Small World Learning Centre, to facilitate the expansion of the Centre on adjacent land to the existing facility. The Centre plans to add 90 new childcare spaces.

Financial

Divesting land has a financial impact. The Town would be relinquishing ownership of a valuable municipal asset, which may limit future opportunities for development, revenue generation, or other strategic uses of the land. Once divested, the land would no longer be available for alternate municipal projects or initiatives that could yield economic or community benefits in the future.

No site is shovel-ready, and some would require significant investments in servicing upgrades. Giving 87 Victoria Road would necessitate a new storage building which would likely cost several hundred thousand dollars. Divesting the community centre would save the Town approximately \$110,000 a year in operating costs, including future capital expenses such as a new accessible entrance, gym floor upgrades and potential hazardous materials mitigation.

Depending on the terms of divestment, there may still be financial obligations related to the site, such as shared infrastructure maintenance or adjacent property impacts. However, there are costs currently associated with the recreation complex.

Failure to meet the January 15, 2025, deadline for LDCC's funding request could delay or jeopardize the project.

Strategic Plan Relevance

- General: Promote childcare opportunities.
- Community Structure: Direction regarding how the Town will be structured and how land will be used.

Relevant Legislation

The Municipal Government Act

Attachments

Attachment A – Lunenburg Daycare Centre Presentation – Dec. 10/24

Attachment B – LDCC Community Needs Report

Attachment C – Alternative Site Location Review



LUNENBURG DAY CARE CENTRE

BUILDING OUR FUTURE TOGETHER



113

licensed childcare spaces

25

trained staff

50+

years of operation

232

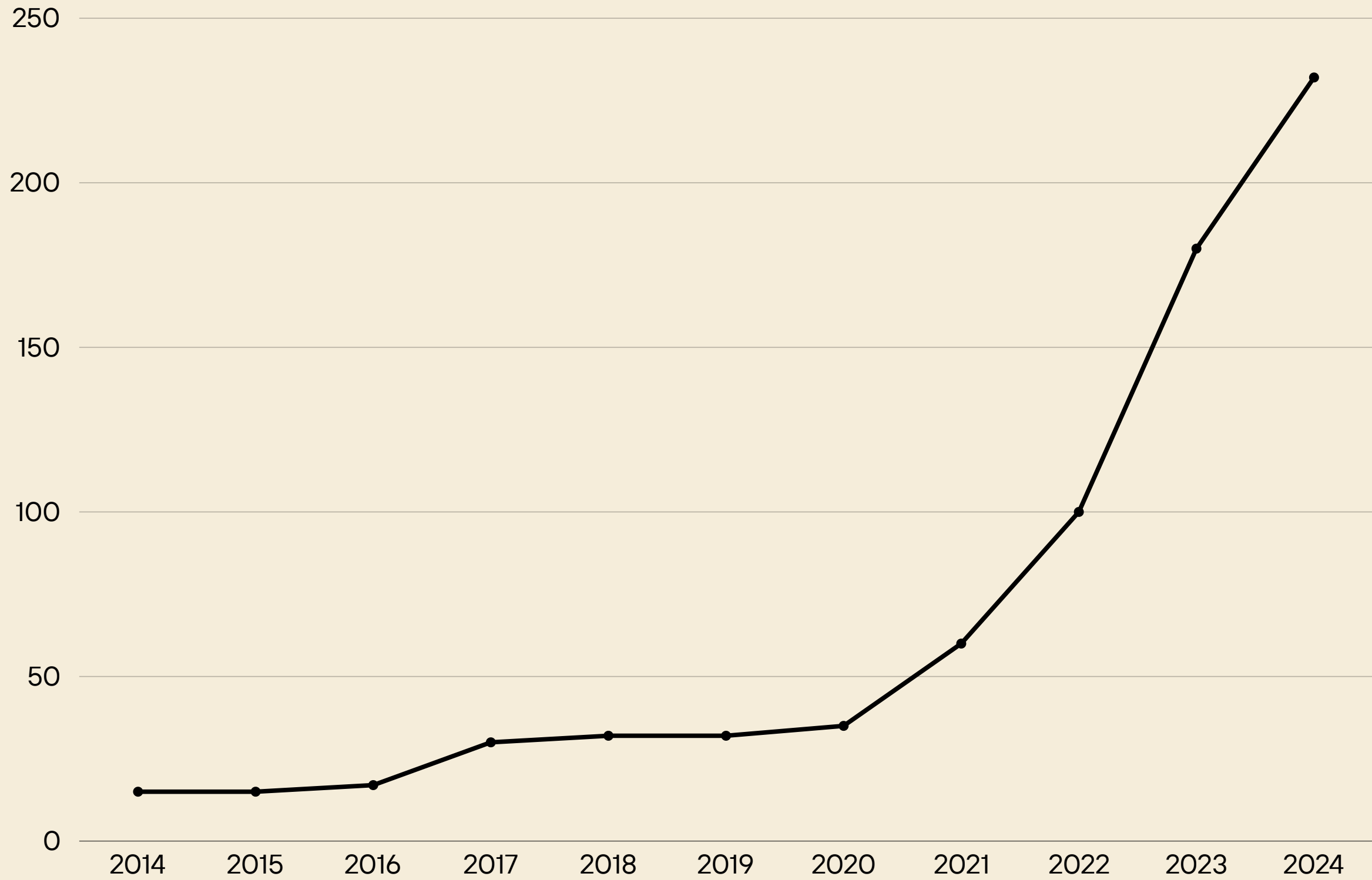
children on current waitlist

5,000+

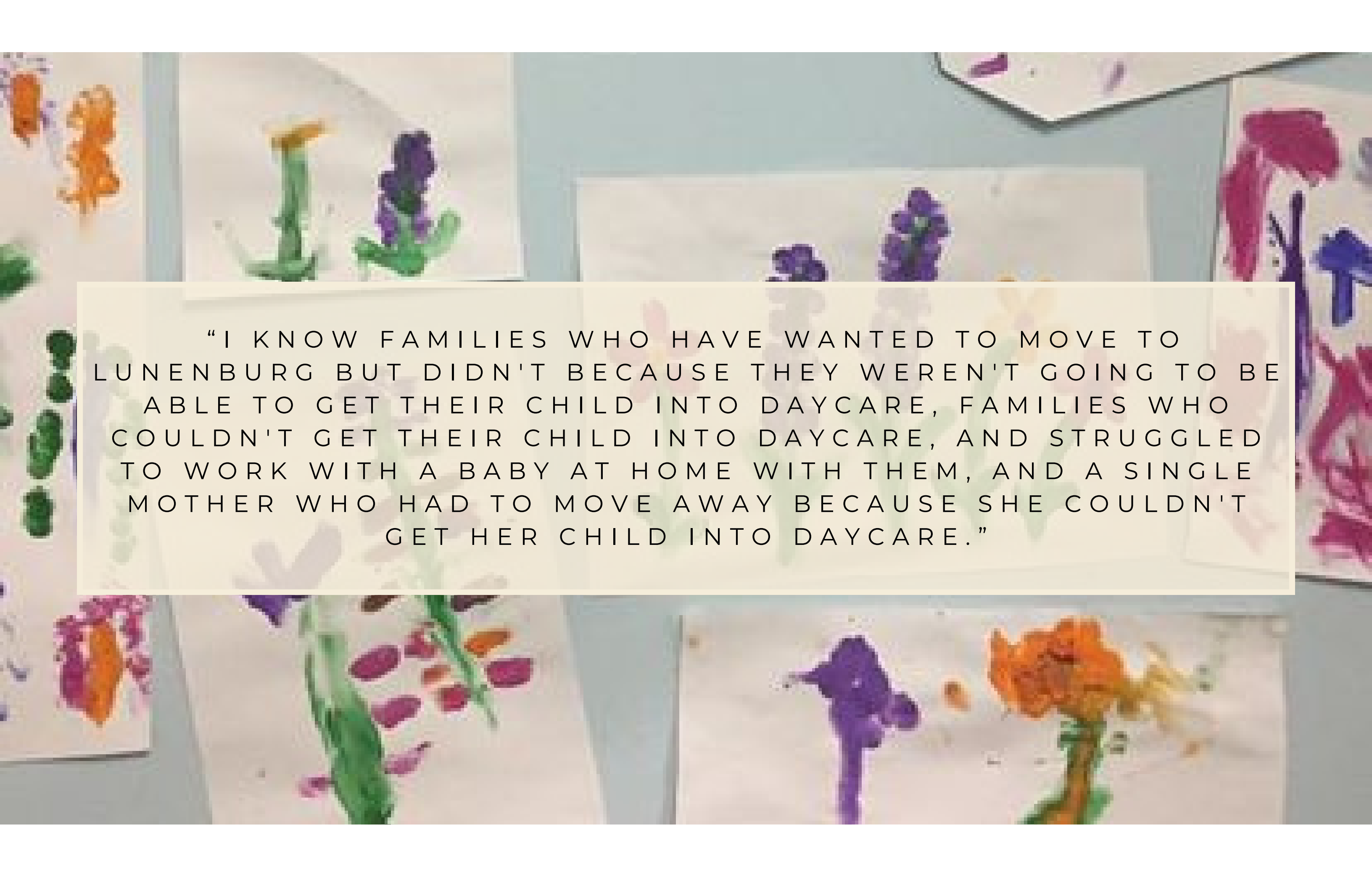
children over entire operation

NON-PROFIT

registered charity, government
subsidized



Lunenburg Day Care Waitlist
Source: LDCC



“I KNOW FAMILIES WHO HAVE WANTED TO MOVE TO LUNENBURG BUT DIDN'T BECAUSE THEY WEREN'T GOING TO BE ABLE TO GET THEIR CHILD INTO DAYCARE, FAMILIES WHO COULDN'T GET THEIR CHILD INTO DAYCARE, AND STRUGGLED TO WORK WITH A BABY AT HOME WITH THEM, AND A SINGLE MOTHER WHO HAD TO MOVE AWAY BECAUSE SHE COULDN'T GET HER CHILD INTO DAYCARE.”



“AS A PARENT, HAVING ACCESS TO THE DAYCARE IN THE TOWN I LIVE AND WORK IN HAS ALLOWED US TO FUNCTION BETTER AS A FAMILY UNIT SUCH AS LESS TRAVEL TIME MEANS MORE FAMILY TIME SPENT TOGETHER BEFORE AND AFTER WORK.”

LUNENBURG DAY CARE CENTRE EXPANSION PROJECT
PROJECT PROPOSAL

15 GREEN STREET. LUNENBURG. NS.
DECEMBER 10, 2024



THE SITE

SITE BENEFITS:

- Close to school
- Close to recreational facilities
(rec centre, curling club, arena, skate park, track, baseball field, soccer field, pool, basketball courts)
- Close to green space
- Lots of parking
- Walkable access

CONSIDERATIONS:

- There are many community facilities and assets that would ideally be maintained.
- There are many water and sewer lines that run through the property, some of which may need to be rerouted, and will be coordinated with our team and the Town's Engineer.
- Catch basins on site are known to flood at peak times, and will be considered in design and landscaping.
- Design team is working with NS Power to secure adequate power supply for the future of the site.

CONCERNS:

- There is urgency to complete the new Day Care facility, and would ideally begin construction in the spring of 2025.
- Demolition of the Rec Centre could be very costly and timely to remove.

SITE AMENITIES

When placing the Day Care on the site, we are looking to keep as many as the amenities as possible. The existing facilities are being used by the school and by the community regularly.



Rec-Centre (photo), Curling Club and Arena



Baseball Diamond (photo) and Track

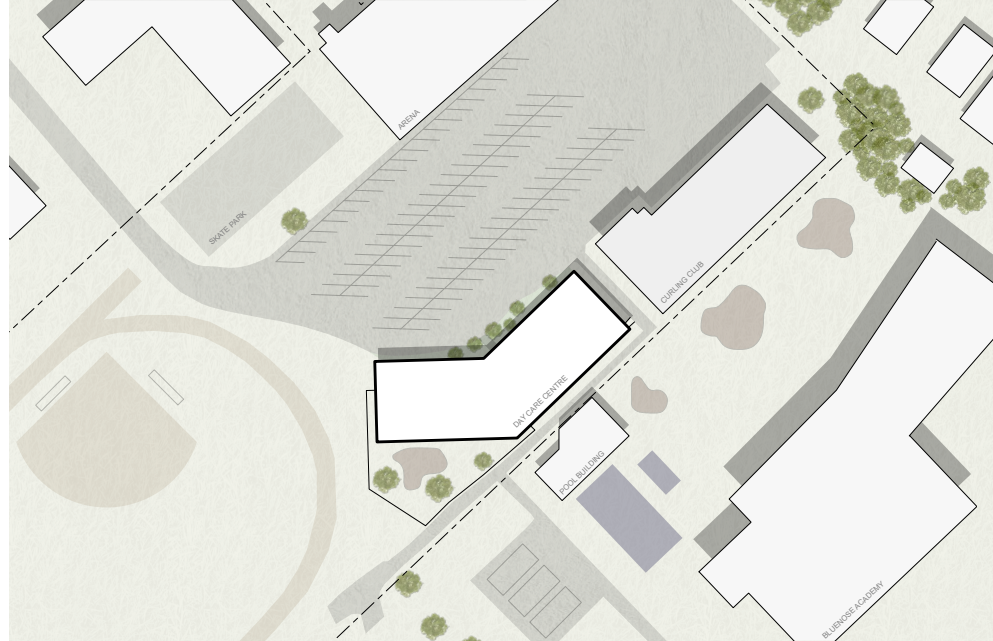


Pool



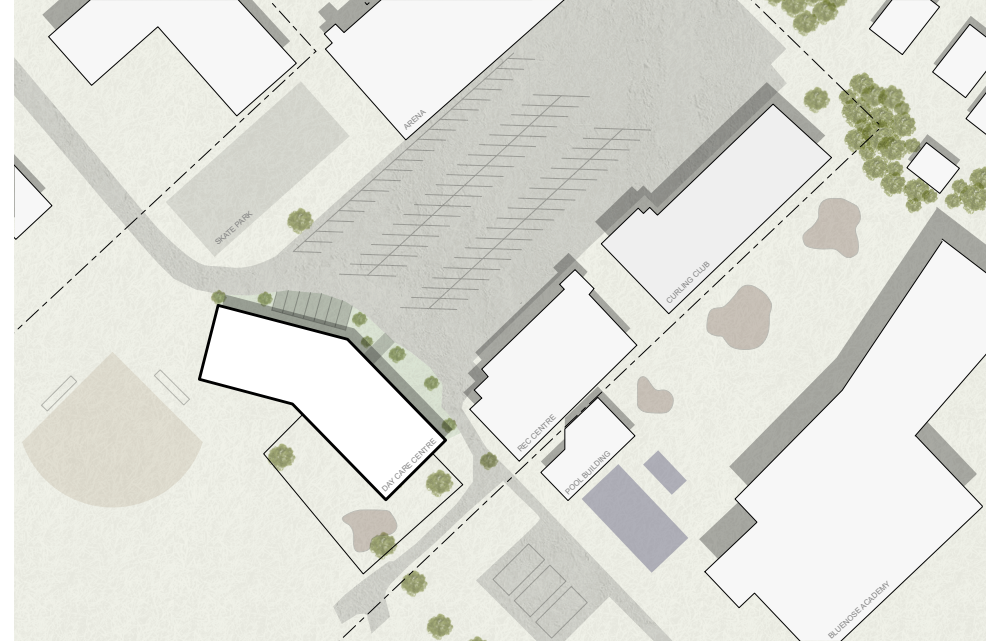
Skatepark

DESIGN OPTIONS



OPTION 1: REPLACE REC CENTRE

- + The Day Care is a one-storey, accessible building
- + Outdoor amenities are maintained
- Removes Rec-Centre, which is a community asset
- Demolition jeopardizes project timeline and budget
- Path to the pool is relocated to the rear of the building



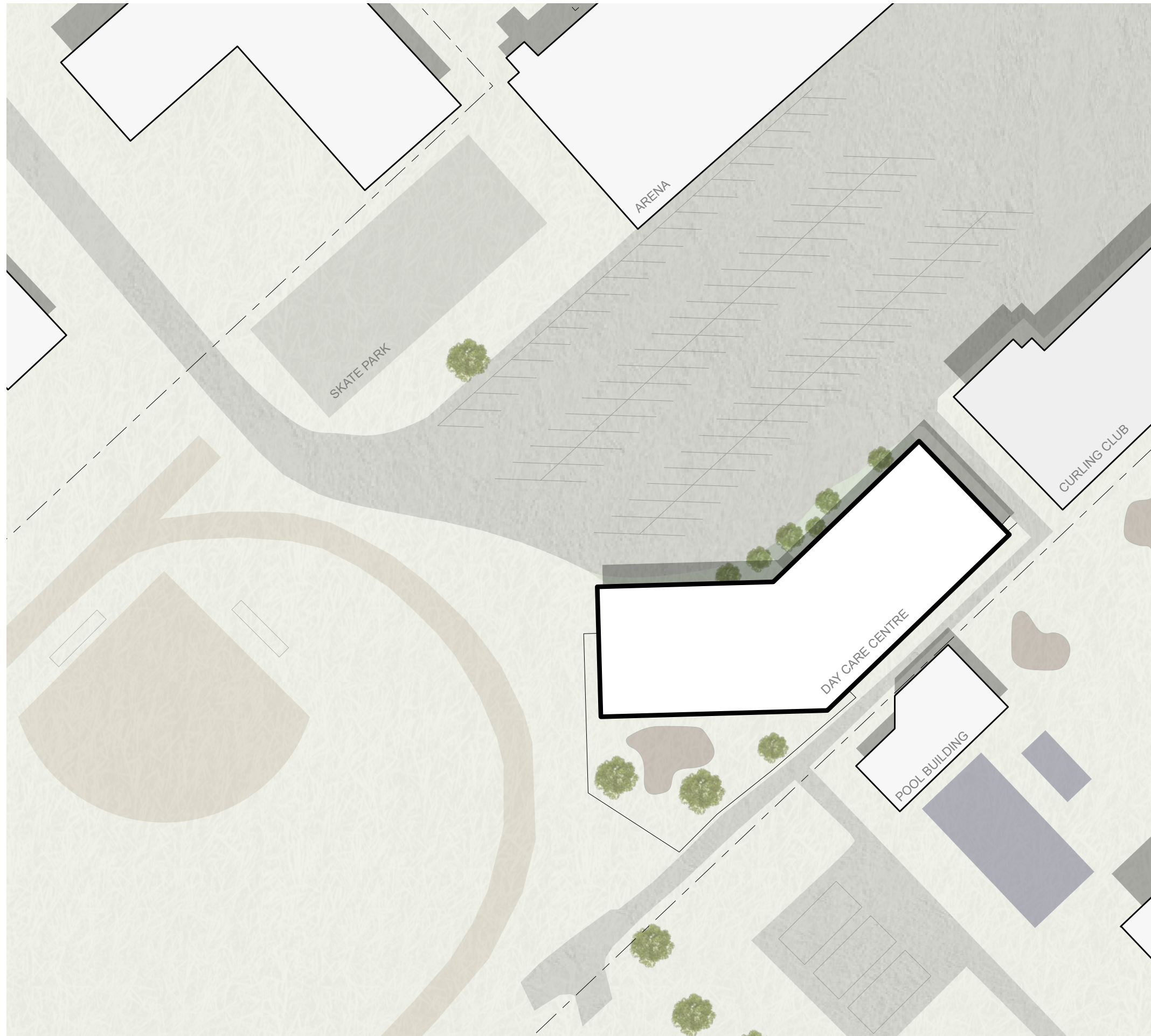
OPTION 2: OCCUPY GREEN SPACE

- + The Day Care is a one-storey, accessible building
- + Rec-Centre is maintained for community use
- + Building “bookends” the parking lot without encroaching on Rec Centre or skatepark
- Existing track is removed
- Existing water and sewer lines would be relocated around building footprint.



OPTION 3: OCCUPY 87 VICTORIA ROAD

- + The Day Care is a one-storey, accessible building
- + All facilities are maintained for community use
- + Building is accessed by Victoria road, instead of a parking lot
- + Playground is better incorporated with the building
- The Neptune Royal Canadian Sea Cadet Corporation would be relocated



SITE PLAN - OPTION 1

SITE STRATEGY: REPLACE REC CENTRE

ADVANTAGES

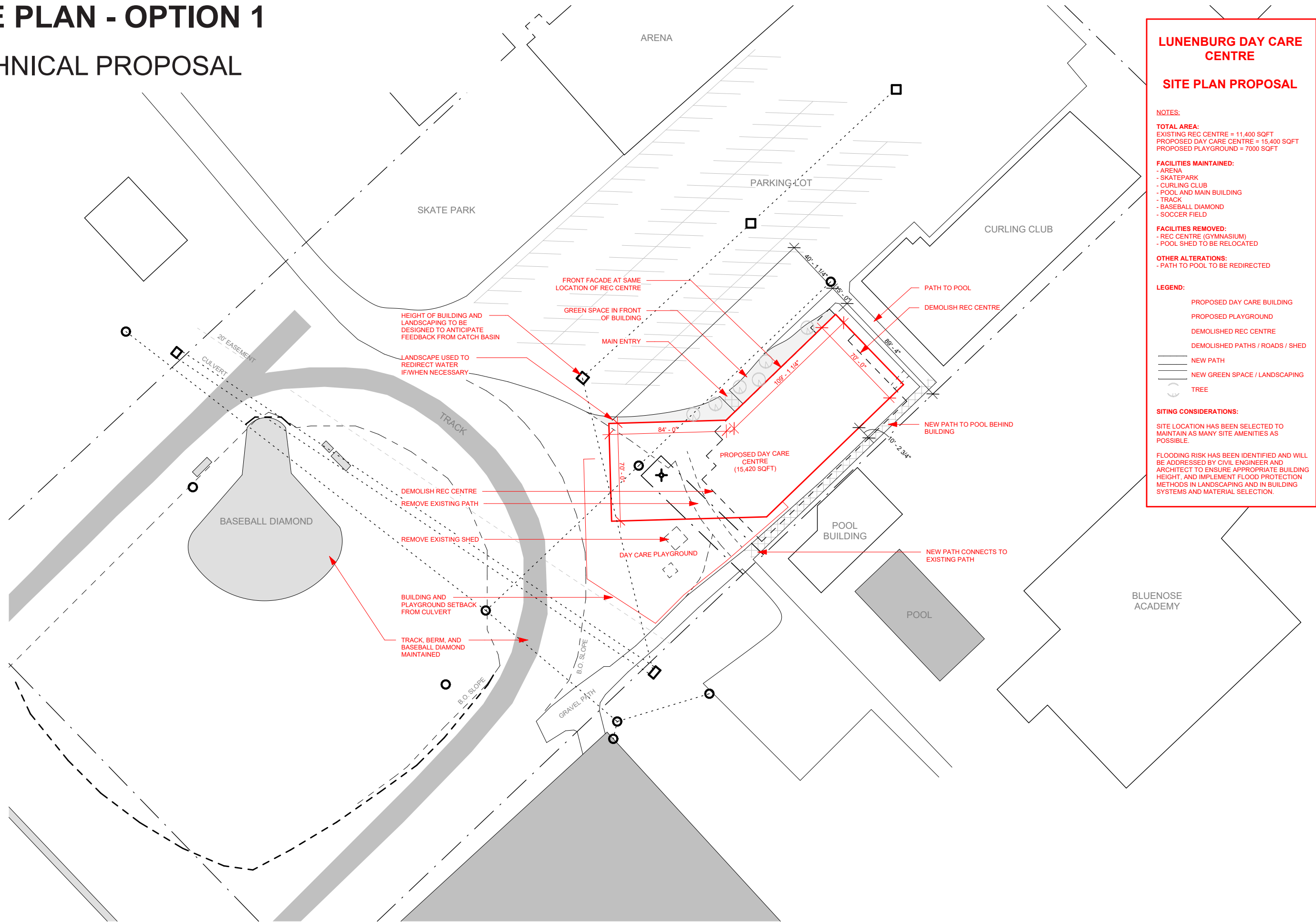
- The Day Care is a one-storey, accessible building
- Outdoor amenities are maintained
- Existing parking is maintained

CONCERNS

- We would be removing the Rec-Centre, which is a building currently being used by the community.
- The timeline for the new Day Care facility is very quick, and could be jeopardized by demolishing an existing building
- Demolishing the building could have significant costs associated with the demolition and disposal
- The path to the pool would have to be relocated to the rear of the new day care building
- Existing water and sewer lines will need to be rerouted

SITE PLAN - OPTION 1

TECHNICAL PROPOSAL



LUNENBURG DAY CARE CENTRE
SITE PLAN PROPOSAL

NOTES:

TOTAL AREA:
 EXISTING REC CENTRE = 11,400 SQFT
 PROPOSED DAY CARE CENTRE = 15,400 SQFT
 PROPOSED PLAYGROUND = 7000 SQFT

FACILITIES MAINTAINED:

- ARENA
- SKATEPARK
- CURLING CLUB
- POOL AND MAIN BUILDING
- TRACK
- BASEBALL DIAMOND
- SOCCER FIELD

FACILITIES REMOVED:

- REC CENTRE (GYMNASIUM)
- POOL SHED TO BE RELOCATED

OTHER ALTERATIONS:

- PATH TO POOL TO BE REDIRECTED

LEGEND:

- PROPOSED DAY CARE BUILDING
- PROPOSED PLAYGROUND
- DEMOLISHED REC CENTRE
- DEMOLISHED PATHS / ROADS / SHED
- NEW PATH
- NEW GREEN SPACE / LANDSCAPING
- TREE

SITING CONSIDERATIONS:

SITE LOCATION HAS BEEN SELECTED TO MAINTAIN AS MANY SITE AMENITIES AS POSSIBLE.

FLOODING RISK HAS BEEN IDENTIFIED AND WILL BE ADDRESSED BY CIVIL ENGINEER AND ARCHITECT TO ENSURE APPROPRIATE BUILDING HEIGHT, AND IMPLEMENT FLOOD PROTECTION METHODS IN LANDSCAPING AND IN BUILDING SYSTEMS AND MATERIAL SELECTION.



SITE PLAN - OPTION 2

SITE STRATEGY: OCCUPY GREEN SPACE

ADVANTAGES

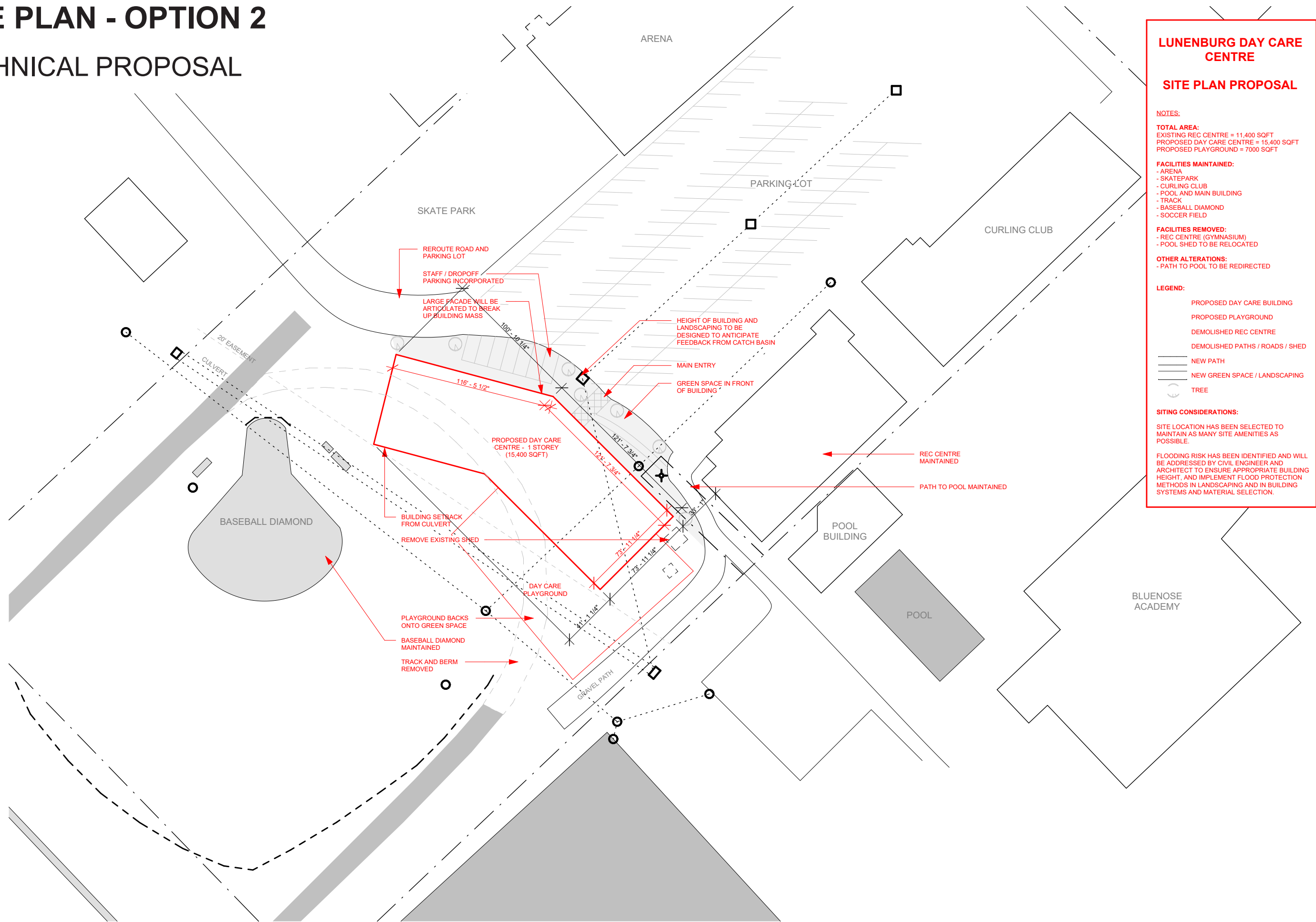
- The Day Care is a one-storey accessible building
- The Day Care building makes view terminus to “parking lot courtyard” without cutting into the frontage of Rec Centre and Skatepark
- Shape still allows for articulation of facade - the look of multiple buildings instead of long wall
- Playground backs onto green space
- Keep Rec. Centre intact as a community asset
- The baseball field can be maintain (with addition of fence)
- The majority of the parking will be maintained

CONCERNS

- The placement of the building removes the usability of existing track
- Existing water and sewer lines will need to be rerouted

SITE PLAN - OPTION 2

TECHNICAL PROPOSAL



LUNENBURG DAY CARE CENTRE
SITE PLAN PROPOSAL

NOTES:

TOTAL AREA:
 EXISTING REC CENTRE = 11,400 SQFT
 PROPOSED DAY CARE CENTRE = 15,400 SQFT
 PROPOSED PLAYGROUND = 7,000 SQFT

FACILITIES MAINTAINED:
 - ARENA
 - SKATEPARK
 - CURLING CLUB
 - POOL AND MAIN BUILDING
 - TRACK
 - BASEBALL DIAMOND
 - SOCCER FIELD

FACILITIES REMOVED:
 - REC CENTRE (GYMNASIUM)
 - POOL SHED TO BE RELOCATED

OTHER ALTERATIONS:
 - PATH TO POOL TO BE REDIRECTED

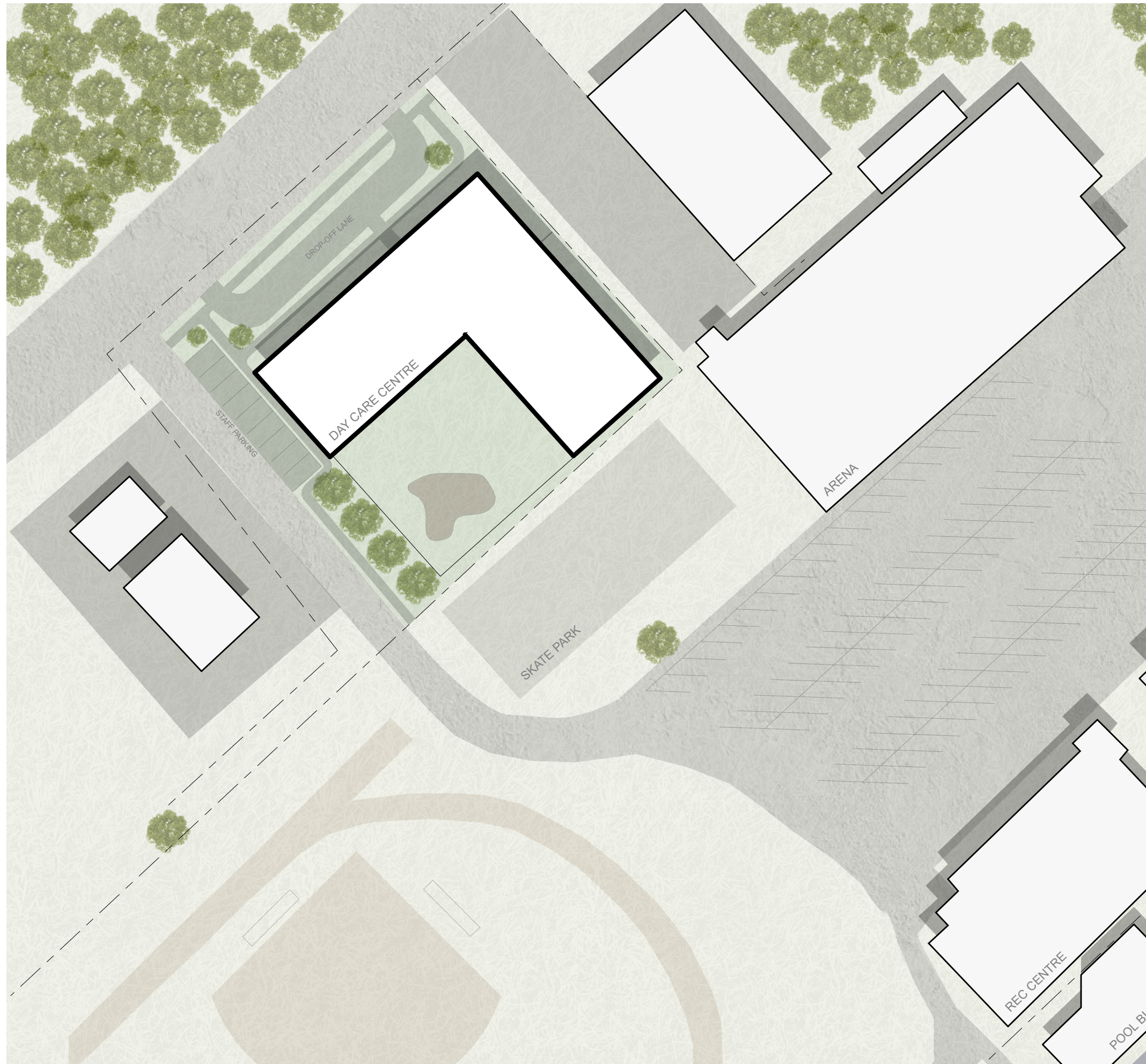
LEGEND:

- PROPOSED DAY CARE BUILDING
- PROPOSED PLAYGROUND
- DEMOLISHED REC CENTRE
- DEMOLISHED PATHS / ROADS / SHED
- NEW PATH
- NEW GREEN SPACE / LANDSCAPING
- TREE

SITING CONSIDERATIONS:

SITE LOCATION HAS BEEN SELECTED TO MAINTAIN AS MANY SITE AMENITIES AS POSSIBLE.

FLOODING RISK HAS BEEN IDENTIFIED AND WILL BE ADDRESSED BY CIVIL ENGINEER AND ARCHITECT TO ENSURE APPROPRIATE BUILDING HEIGHT, AND IMPLEMENT FLOOD PROTECTION METHODS IN LANDSCAPING AND IN BUILDING SYSTEMS AND MATERIAL SELECTION.



SITE PLAN - OPTION 3

SITE STRATEGY: OCCUPY 87 VICTORIA ROAD

ADVANTAGES

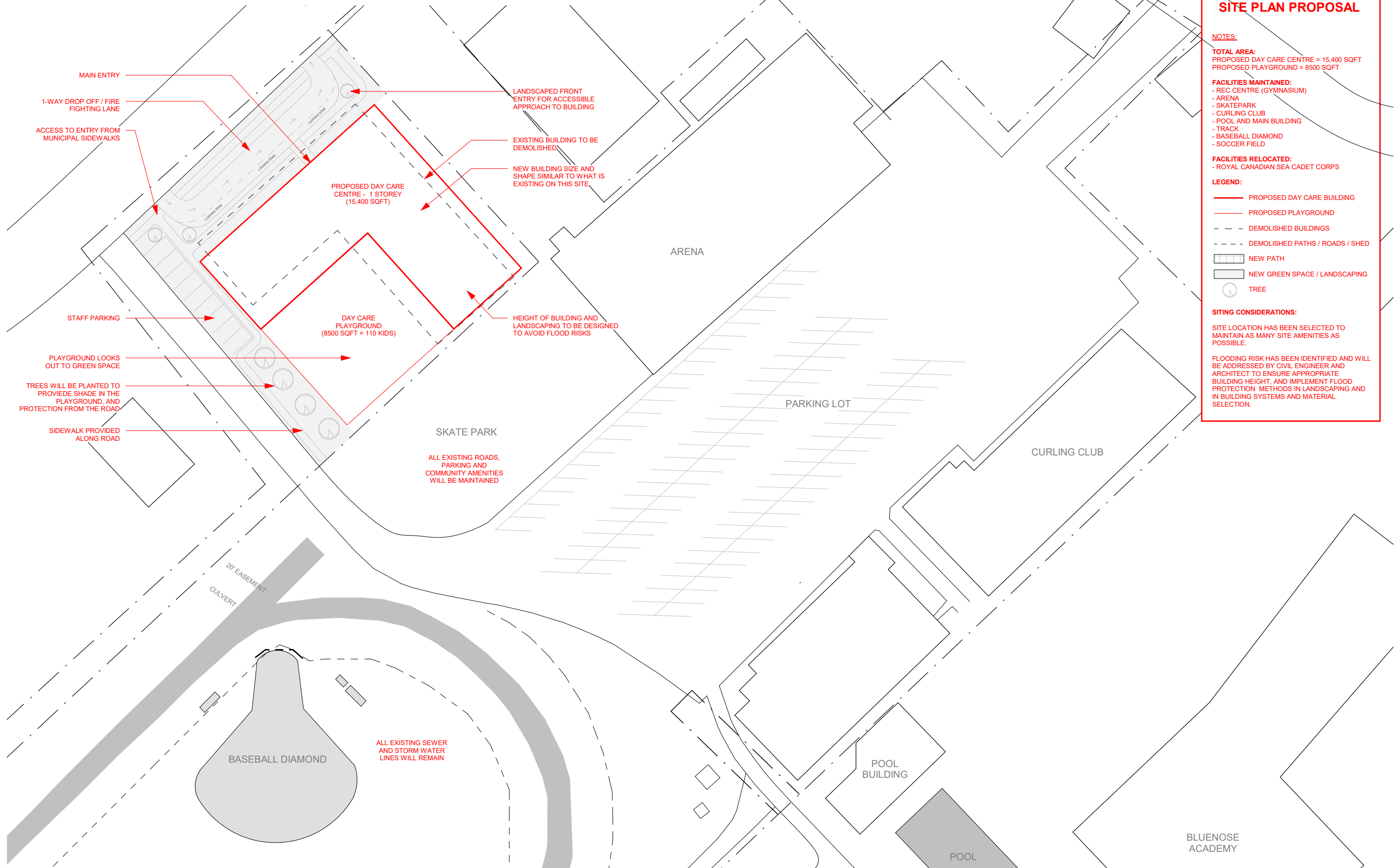
- The Day Care is a one-storey accessible building
- All community amenities can be maintained
- The playground is better integrated with the building.
- The Day Care is accessed from Victoria Road, instead of a parking lot (safer pedestrian access)
- The building location allows for a drop-off lane and staff parking; allowing the community parking lot to be maintained.
- The site is independent of all community building water and sewer lines.

CONCERNS

- The Neptune Royal Canadian Sea Cadets Corporation will be relocated.
- Additional flooding precautions will be taken

SITE PLAN - OPTION 3

SITE STRATEGY: OCCUPY 87 VICTORIA ROAD



LUNENBURG DAY CARE CENTRE
SITE PLAN PROPOSAL

NOTES:
TOTAL AREA:
 PROPOSED DAY CARE CENTRE = 15,400 SQFT
 PROPOSED PLAYGROUND = 8500 SQFT

FACILITIES MAINTAINED:
 - REC CENTRE (GYMNASIUM)
 - ARENA
 - SKATEPARK
 - CURLING CLUB
 - POOL AND MAIN BUILDING
 - TRACK
 - BASEBALL DIAMOND
 - SOCCER FIELD

FACILITIES RELOCATED:
 - ROYAL CANADIAN SEA CADET CORPS

LEGEND:
 — PROPOSED DAY CARE BUILDING
 — PROPOSED PLAYGROUND
 - - - DEMOLISHED BUILDINGS
 - - - DEMOLISHED PATHS / ROADS / SHED
 [Grid Pattern] NEW PATH
 [Shaded Area] NEW GREEN SPACE / LANDSCAPING
 [Tree Symbol] TREE

SITING CONSIDERATIONS:
 SITE LOCATION HAS BEEN SELECTED TO MAINTAIN AS MANY SITE AMENITIES AS POSSIBLE.
 FLOODING RISK HAS BEEN IDENTIFIED AND WILL BE ADDRESSED BY CIVIL ENGINEER AND ARCHITECT TO ENSURE APPROPRIATE BUILDING HEIGHT, AND IMPLEMENT FLOOD PROTECTION METHODS IN LANDSCAPING AND IN BUILDING SYSTEMS AND MATERIAL SELECTION.

APPENDIX A

SCHEMATIC DESIGN PROPOSAL

SITE PLAN - OPTION 2

SCHEMATIC DESIGN PROGRESS

SITE PLAN - OPTION 2: OCCUPY GREEN SPACE

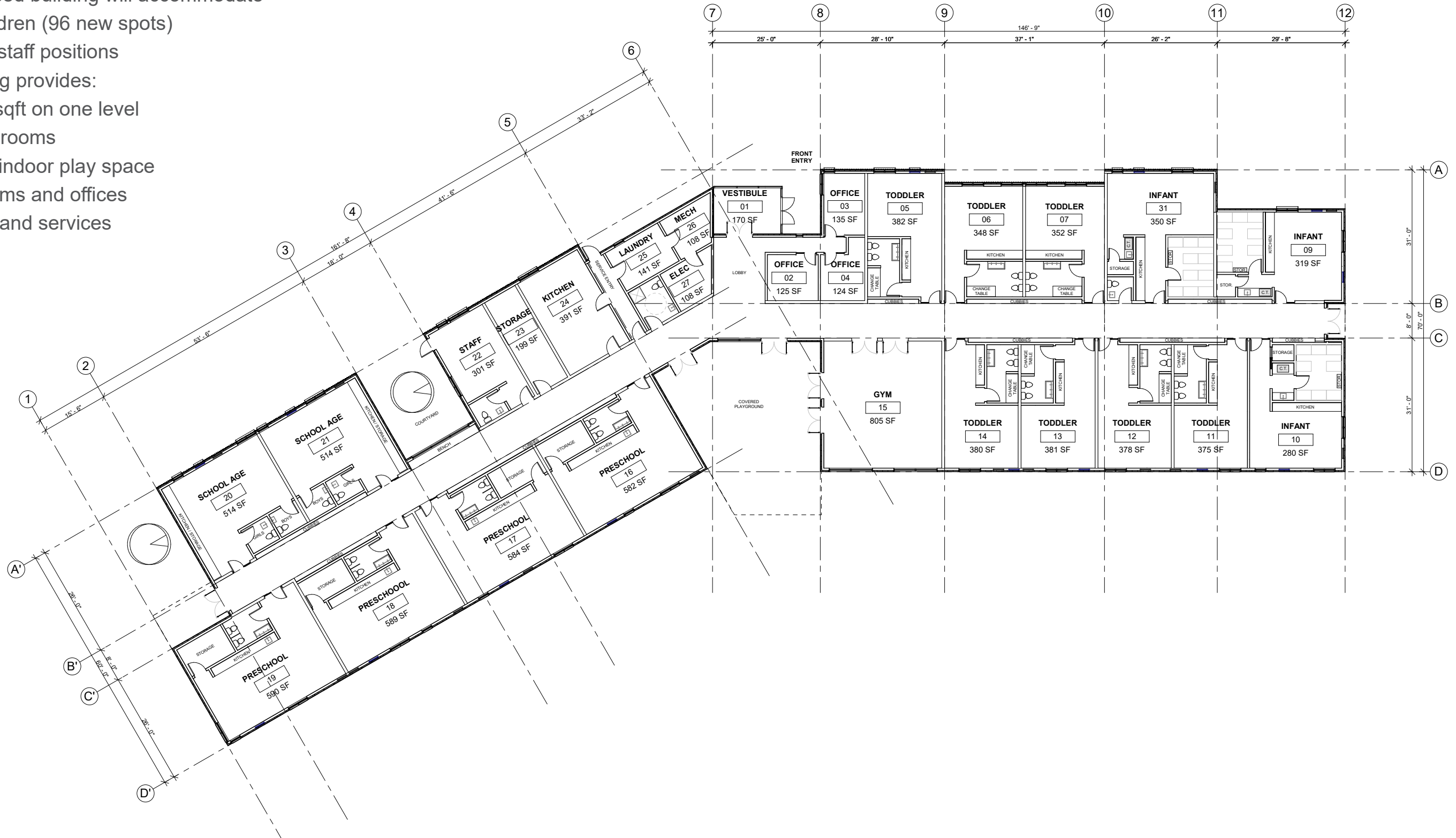
FLOOR PLAN

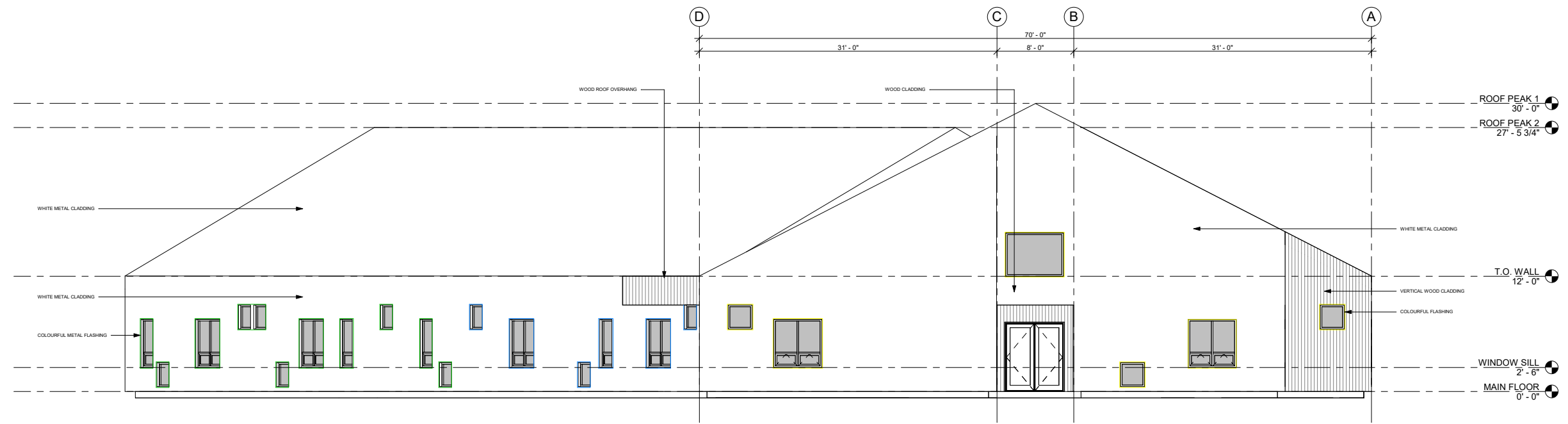
The proposed building will accommodate

- 204 children (96 new spots)
- 16 new staff positions

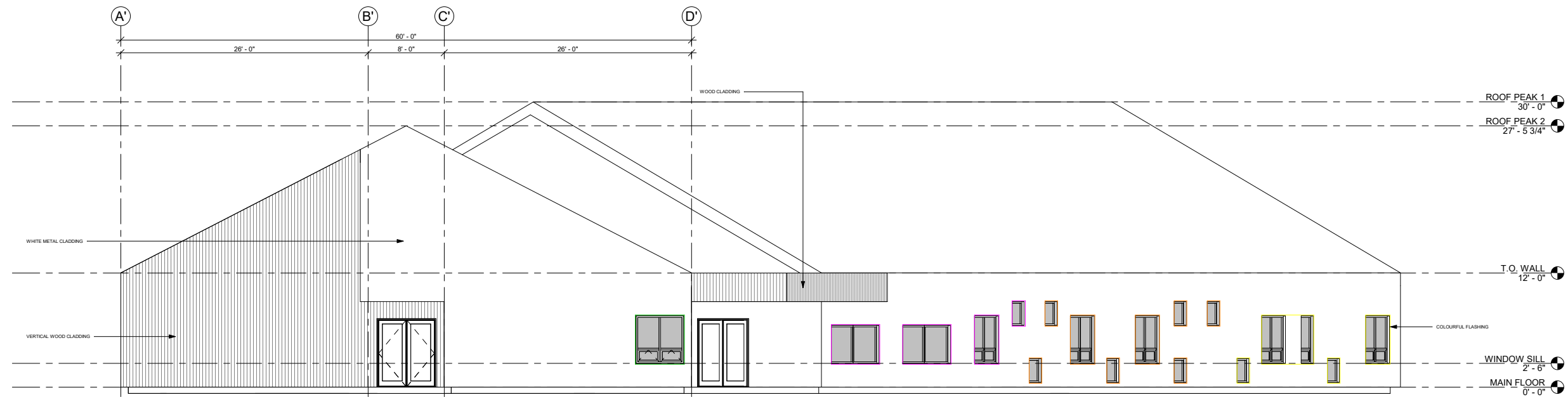
The building provides:

- 15,400 sqft on one level
- 16 classrooms
- a gym / indoor play space
- staff rooms and offices
- storage and services

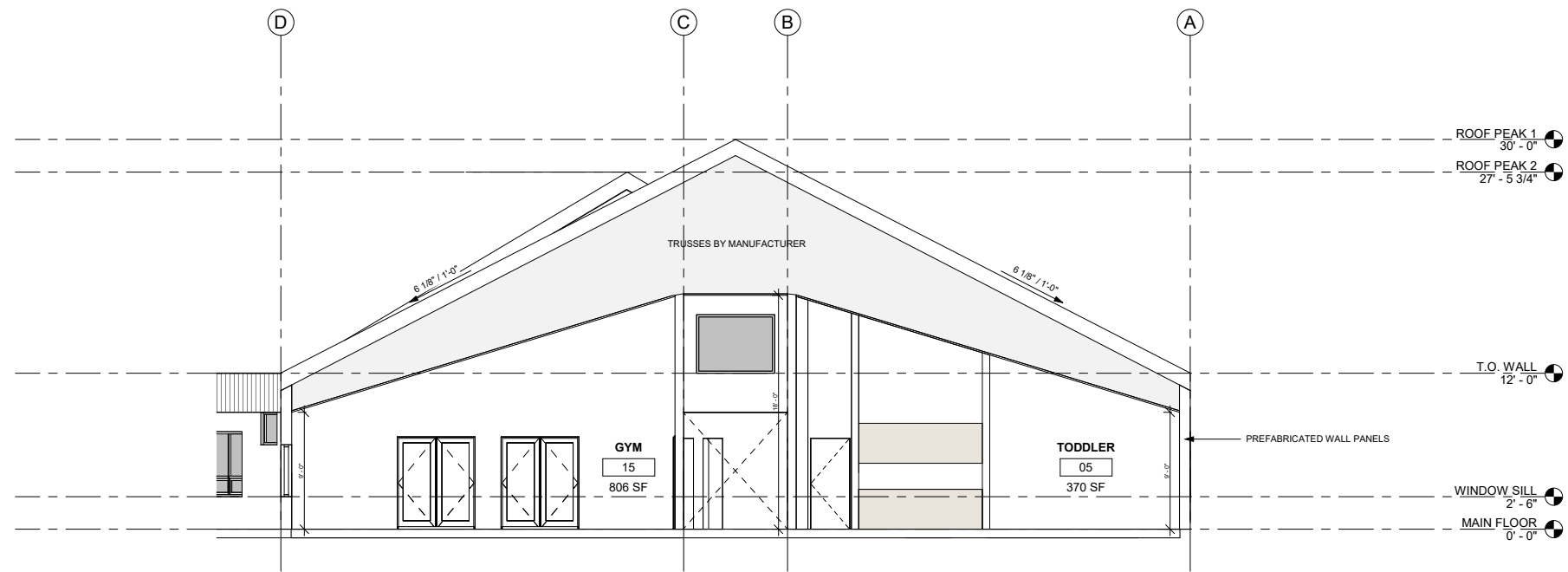




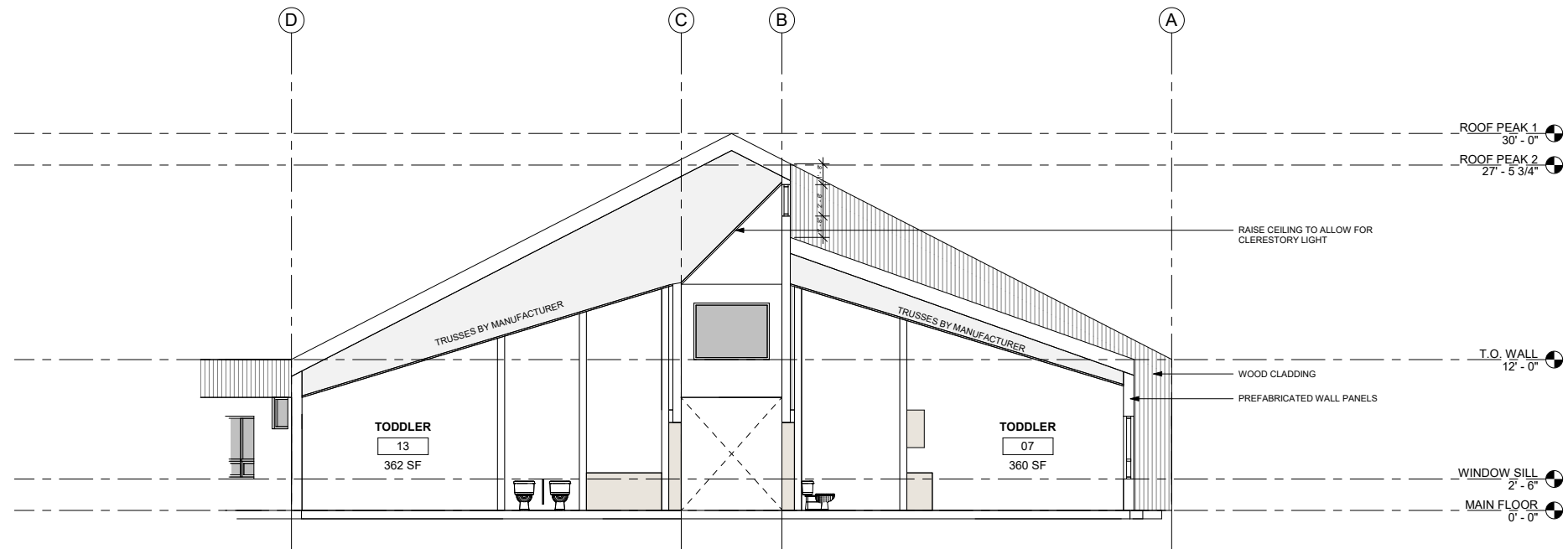
① EAST ELEVATION
3/16" = 1'-0"



② WEST ELEVATION
3/16" = 1'-0"



① CROSS SECTION I
3/16" = 1'-0"



② CROSS SECTION II
3/16" = 1'-0"

SCHEMATIC DESIGN PROGRESS

SITE PLAN - OPTION 2: OCCUPY GREEN SPACE

CONCEPTUAL RENDER

The building is proposed as two gabled forms with a “connecto”. The articulated facades breaks down the form into a village scale. The use of clean, bright colours with wood accents makes the building fun and approachable.









RE-ZONING

When does it apply? A re-zoning is basically an amendment to the LUB usually in the form of an amendment to a zoning map of the LUB. Note that if a proposed re-zoning is not in compliance with the MPS, an amendment to the MPS is also required as above.

Planner > PAC > Public Participation Meeting > Council 1st Reading > Public Hearing > Council 2nd Reading > Council Decision > Applicant or any aggrieved person may appeal to UARB > Public Notice
Est. duration 6 months



MPS AMENDMENT

When does it apply? When a development is not enabled as-of-right under the provisions of the MPS and LUB. If a proposed LUB amendment is not in compliance with the MPS, an MPS amendment is also required.

Planner > PAC > Public Participation Meeting > Council 1st Reading > Public Hearing > Council 2nd Reading > Council Decision > Provincial Director of Planning Review > Minister's Approval > Public Notice
Est. duration 6 months



BLUE BUILDING

Requirements:

- **Subdivision** or a leased area must be defined. (Timeline largely driven by the Property Registry – approximately 2 months).
 - **MPS Amendment & Rezoning:**
 - Currently *Commercial Mixed-Use Zone*, needs rezoning to *Institutional*. Rezoning is permitted by MPS Policy 4-2 (b).
 - Currently *Mainstreet Form Zone*, needs rezoning to *Community Form Zone* which requires a FLU map change to *Parks and Community* or *Downtown*.
- Timeline longer than dog park due to the complexity of the amendment.
- **Demolition:** Demolition Permit required for the existing building

RE-ZONING

When does it apply? A re-zoning is basically an amendment to the LUB usually in the form of an amendment to a zoning map of the LUB. Note that if a proposed re-zoning is not in compliance with the MPS, an amendment to the MPS is also required as above.

Planner > PAC > Public Participation Meeting > Council 1st Reading > Public Hearing > Council 2nd Reading > Council Decision > Applicant or any aggrieved person may appeal to UARB > Public Notice
Est. duration 6 months



Power Line (40'
Easement)

Area:
4422m²
47593ft²

Area: 1881m²
20250ft²

DOG PARK

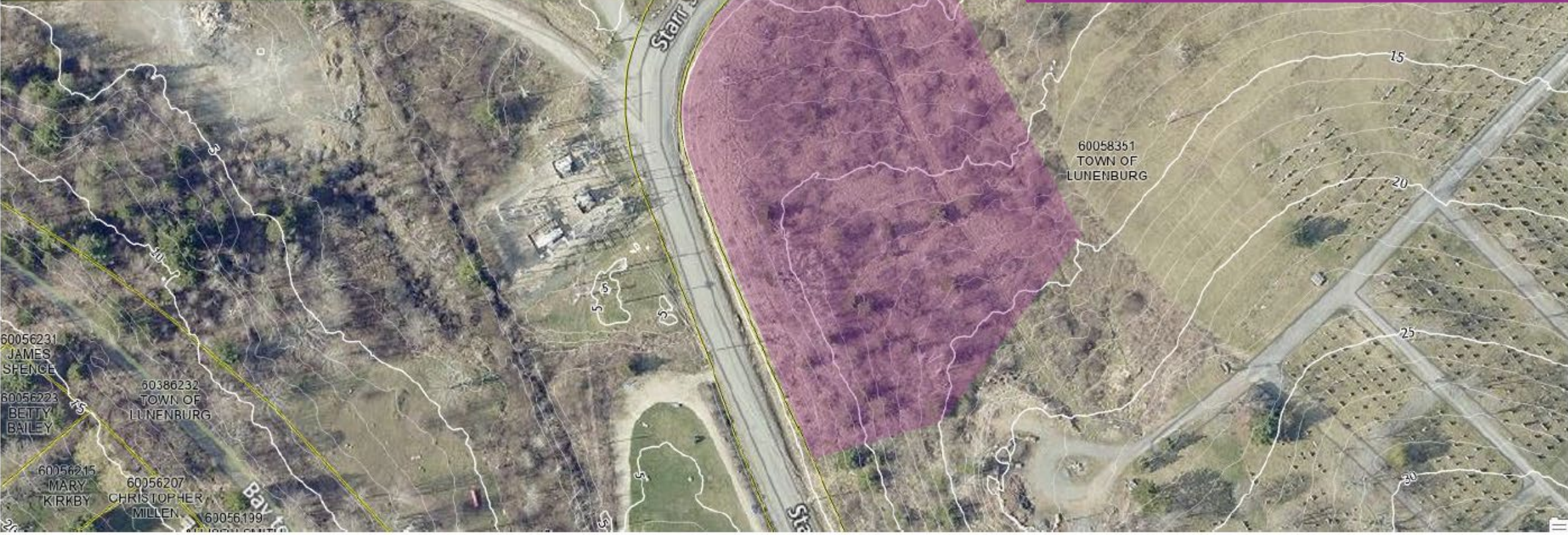
Requirements:

- **Subdivision** (How much land do they require?). If not subdivision, a leased area must be defined. (Timeline largely driven by the Property Registry – approximately 2 months)
- **Rezoning:** Currently Industrial, needs rezoning to Institutional. Rezoning is permitted by MPS Policy 4-2 (e). (Timeline at least 2 months.)



STARR STREET

- Requirements:**
- **Subdivision** (How much land do they require?). If not subdivision, a leased area must be defined. (Timeline largely driven by the Property Registry – approximately 2 months)



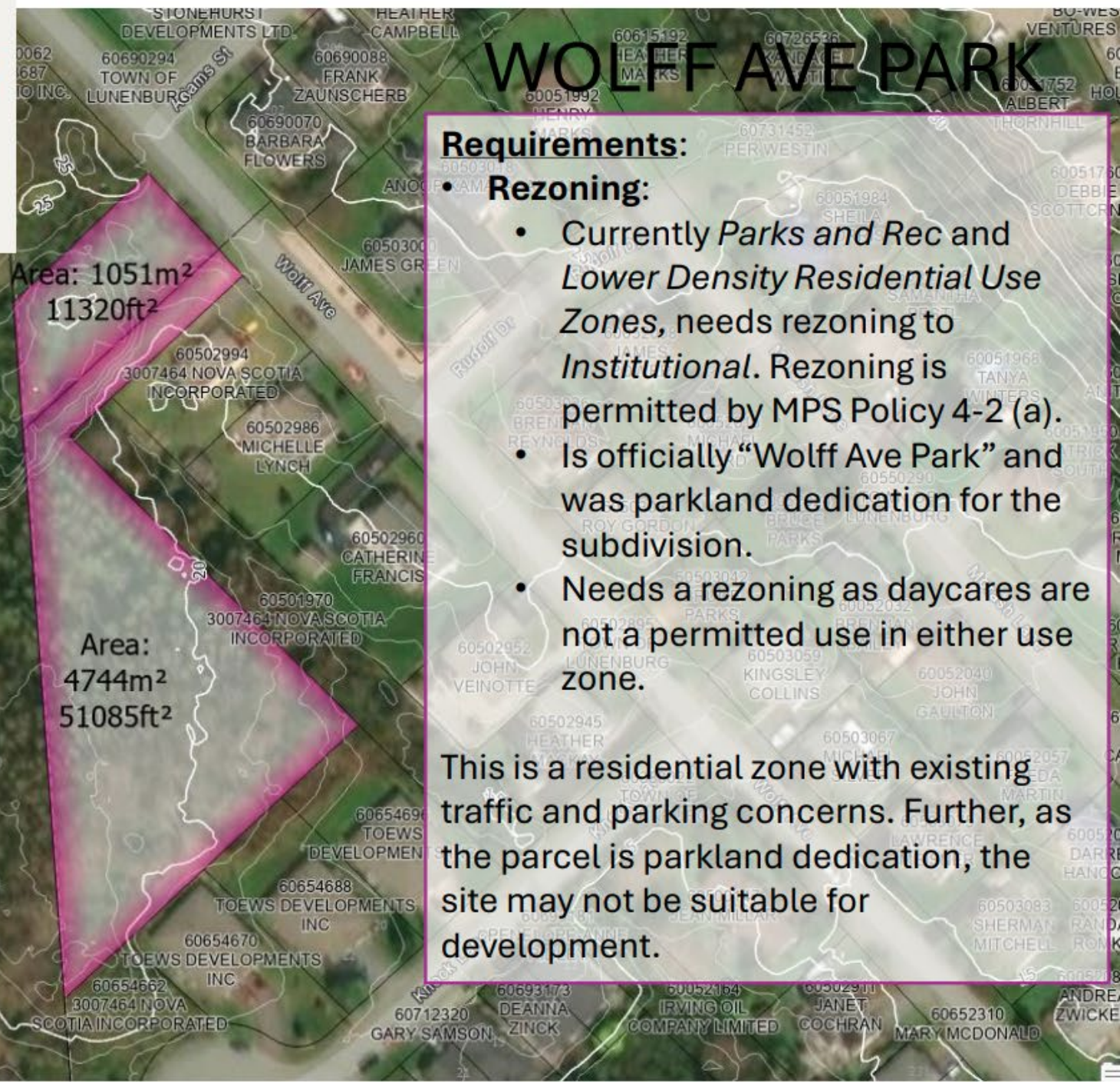
RE-ZONING

When does it apply? A re-zoning is basically an amendment to the LUB usually in the form of an amendment to a zoning map of the LUB. Note that if a proposed re-zoning is not in compliance with the MPS, an amendment to the MPS is also required as above.

Planner > PAC > Public Participation Meeting > Council 1st Reading > Public Hearing > Council 2nd Reading > Council Decision > Applicant or any aggrieved person may appeal to UARB > Public Notice
Est. duration 6 months

Land conveyed to the municipality must be used for parks, playgrounds and similar public purposes: MGA s.273(12)(b). It cannot be used for sewage easements or streets or other public purposes unrelated to parks and playgrounds and like recreational uses.

Where the land may no longer be needed for parks, playgrounds or similar public purposes, it may be sold by the council after notifying the owners of the lots in the subdivision with respect to which the land was conveyed to the municipality. This notice must be an advertisement. The proceeds must be used for parks, playgrounds or similar public purposes: MGA s.273(13).



WOLFF AVE PARK

Requirements:

- **Rezoning:**
 - Currently *Parks and Rec* and *Lower Density Residential Use Zones*, needs rezoning to *Institutional*. Rezoning is permitted by MPS Policy 4-2 (a).
 - Is officially “Wolff Ave Park” and was parkland dedication for the subdivision.
 - Needs a rezoning as daycares are not a permitted use in either use zone.

This is a residential zone with existing traffic and parking concerns. Further, as the parcel is parkland dedication, the site may not be suitable for development.



LUNENBURG DAY CARE CENTRE

PREPARED BY LDCC STAFF
AND BOARD MEMBERS
NOVEMBER 2024

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ABOUT THE LUNENBURG DAY CARE CENTRE

The Lunenburg Daycare Centre has been a cornerstone of our community since February 12, 1973. For over 50 years, we have been dedicated to nurturing and educating the youngest members of our community, operating at our current location since 1991. We are a non-profit, government-subsidized facility licensed to care for 113 children, providing a safe, happy, and stimulating environment for all.

At Lunenburg Daycare Centre, we believe that children learn best through play and exploration. Our curriculum is designed to foster growth across all areas of development, including social, emotional, cognitive, and physical. With a daily schedule that includes Circle Time, arts and crafts, sensory and science activities, music, and imaginative play, we ensure each child has the opportunity to thrive.

Our professionally trained teachers are committed to providing quality education in a stimulating environment, encouraging children to make positive choices and express their thoughts and ideas freely. Outdoor play is a staple of our program, with each classroom enjoying time outside both in the morning and afternoon.





113

licensed childcare spaces

25

trained staff

50+

years of operation

232

children on current waitlist

5,000+

children over entire operation

NON-PROFIT

registered charity, government
subsidized



NEED FOR A NEW FACILITY

Our current facility, while cherished by the our community, is increasingly inadequate for our needs and no longer meets the standards required for a safe and supportive childcare environment. While it remains operational due to grandfathered regulatory permissions, the building itself poses several challenges that impact the quality of care we can provide. Many areas, including classroom spaces, are located in the basement, which limits natural light and restricts fresh airflow. Outdated heating, electrical, and plumbing systems not only increase maintenance costs but also fall short of energy-efficiency standards. A new facility would allow us to create a brighter, healthier, and safer environment, with purpose-built spaces that support children's growth and development in compliance with today's regulations.

With a current capacity limited to just 113 children and an overwhelming waitlist of 232 families hoping for placement, the urgency for expansion is unmistakable. Our existing space restricts our ability to meet the community's growing needs, leaving many families without access to the reliable, high-quality childcare they require. The new facility will be designed to accommodate a larger number of children, allowing us to significantly reduce the waitlist and provide more families with essential early childhood education and care. This expansion is not just about increasing numbers; it's about delivering a nurturing, enriching environment where children can thrive. By investing in a new, purpose-built space, we're building a stronger, more resilient community where every child has the opportunity to grow, learn, and flourish. The new facility is not just a want, but a necessity for our community.

COMMUNITY NEED

The waitlist for child-care spaces at the Lunenburg Day Care Centre has been steadily increasing, with current estimates indicating nearly 232 children awaiting placement. This upward trend in demand reflects the persistent shortage of child-care options in Lunenburg and underscores the urgent need for additional capacity.

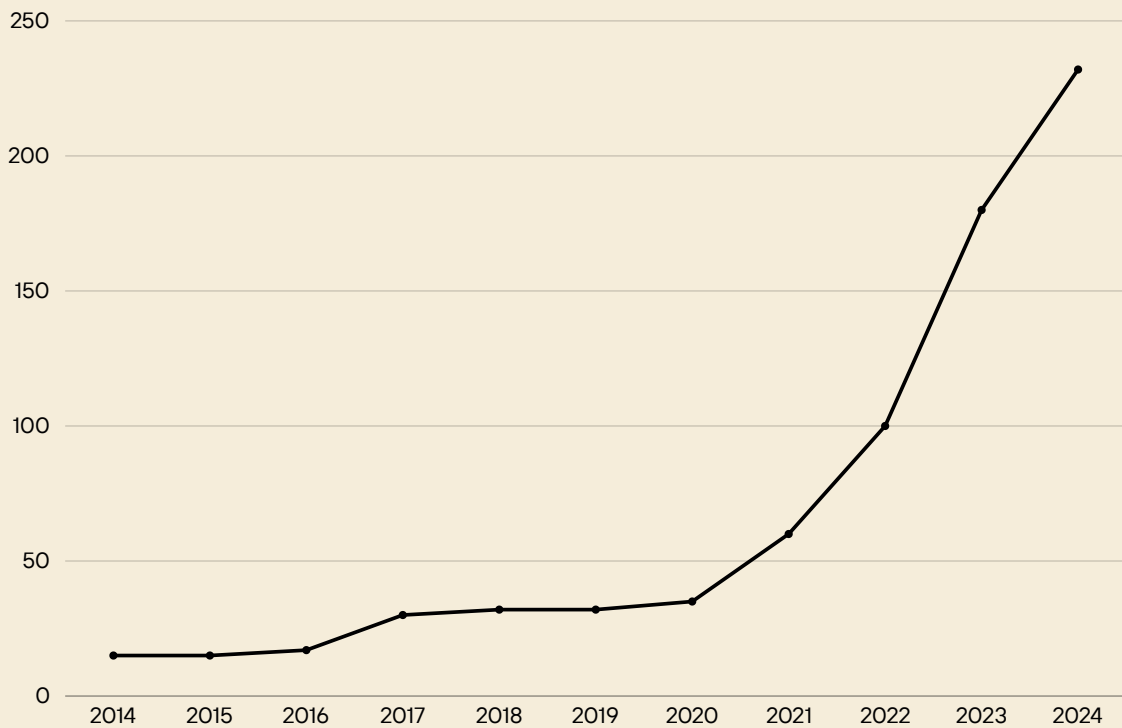
The scarcity of child-care spaces and lengthy waitlists have significant implications for family well-being, including increased stress and anxiety for parents juggling work and caregiving responsibilities. Access to reliable, high-quality childcare is essential for supporting parental employment, promoting economic stability, and fostering children's healthy development. Lunenburg serves as a regional hub for employment opportunities, attracting workers from surrounding areas, including Mahone Bay.



Parents commuting to Lunenburg for employment face additional challenges in securing reliable childcare near their workplace, as existing facilities may be at capacity or located outside commuting routes. The scarcity of child-care options is not limited to Lunenburg but extends to neighboring communities such as Mahone Bay, increasing the demand on centres such as ours.

Changing demographics and a steadily increasing population in Lunenburg have contributed to long waitlists for childcare services. As more families move to the area and the community experiences growth, the demand for high-quality childcare continues to exceed available spaces. This demographic shift, combined with the town's appeal to young families, has created a childcare shortage that impacts family well-being, limits parents' workforce participation, and stresses the need for expanded facilities to meet the evolving needs of the community.

We gathered feedback from families currently using our services and those on our waiting list. This feedback highlighted the need for more spaces, and inclusive programs. Parents also emphasized the importance of having child-care facilities close to home and work and facilities. The community has expressed overwhelming support for expanding child-care services in Lunenburg to meet the needs of families. Stakeholders, including local businesses, community organizations, and municipal authorities, recognize the importance of investing in child-care infrastructure to support economic growth and community well-being.



Lunenburg Day Care Waitlist
Source: LDCC

OUR GOAL

Build a New Facility

Our dedicated staff and board members are working tirelessly to bring the vision of a new child-care facility to life. Their efforts include securing essential funding, collaborating closely with the Town of Lunenburg to identify viable building locations, and beginning initial design work. This collaboration is crucial for ensuring that the new facility meets the needs of our community and aligns with the town's development goals. Each member of our team is committed to creating a welcoming, functional, and sustainable space that will serve families for generations to come. Through their hard work and partnership with the town, we are building strong foundations for this important project.

The anticipated impact of our child-care expansion is significant, addressing multiple critical needs within the community. First and foremost, this project will help alleviate the pressing shortage of child-care spaces in Lunenburg and surrounding areas by creating an additional 96 new spaces, totaling 209 licensed childcare spaces within Lunenburg and an estimated 15 new jobs. Fostering this collaborative partnership with the Town of Lunenburg is essential to making our dream of a new child-care facility a reality. This ambitious estimated \$8 million project will bring much-needed resources to our community. This expanded facility will help meet the critical demand for child care, supporting families in Lunenburg and the surrounding area, fostering a sustainable local economy, and help Lunenburg attract and retain skilled workers. Investing in child-care infrastructure strengthens community resilience by reducing family stress, alleviating financial burdens, and fostering social cohesion and connectedness.

Our facility will serve as a community hub, creating stronger relationships between families, and educators. By working together with the Town of Lunenburg, we can fulfill this shared goal, delivering lasting benefits for children, families, and the entire community.



PARENT LETTER



I am a parent of a child who attended daycare & who now attends the aftercare program. I had my daughter on the waitlist for many months & still didn't get a spot in daycare until my daughter was about 22 months old. If I wasn't able to get a spot for my daughter in daycare I wouldn't have been able to go back to work after maternity leave. Without a spot in aftercare, I wouldn't be able to work full time. I know families who have wanted to move to Lunenburg but didn't because they weren't going to be able to get their child into daycare, families who couldn't get their child into daycare, and struggled to work with a baby at home with them, and a single mother who had to move away because she couldn't get her child into daycare. Generally when childcare isn't accessible it is women who sacrifice their professional lives to cover childcare gaps. Many families can't afford not to have two parents work full time and many families don't have two parents so access to daycare is essential for gender equality, a healthy economy, and to support a good quality of life for Lunenburg's children. Ready access to daycare is essential for the sustainability & growth of Lunenburg & the surrounding communities.

Ideally, a new daycare would be within walking distance of the school, as many parents have children and both daycare and school.

The location the town chose to rezone from industrial to institutional for Harborview Haven, being one block from the school, would have been an ideal spot for a daycare. Given the acreage of this property, perhaps there is still room for a daycare facility. Having a daycare facility on this property next to the long-term care facility would be complementary, as studies suggests it is beneficial for children and seniors to have relationships, and convenient parallel locations can encourage visiting.

Many of the families who attend the Lunenburg daycare come from surrounding communities, and commute, which isn't ideal for families or for the environment. The problem may not be that there are not enough spots in the daycare for Lunenburg, as much as there are not enough daycares in the surrounding area. So, along with supporting building a new daycare with more spots in Lunenburg, I would advocate for their being a daycare built in Mahone Bay, along with other underserved areas, such as Blockhouse.

Jillian Demmons

PARENT LETTER



The Lunenburg daycare and their staff are absolutely phenomenal in all aspects of providing a safe, inclusive and educational environment for children to prosper, involvement in the community and strong communication- which to me, are all very important aspects when considering someone to spend time with my children. The staff at this centre go above and beyond to make each and every day special for all children, all while educating them, feeding them healthy and full meals and providing them the utmost care. I feel 110% confident with where my child is during the day and the happy and smiling faces that surround them. The growth my child has shown since attending daycare, shows how beneficial it is. It is also extremely affordable and I feel grateful every day that my children have spots to attend this daycare- and hope that with talk of a future expansion, that more families will have the opportunity to see what a difference this centre makes! Thank you to all of the incredible staff for making the Lunenburg Daycare Centre what it is- we are lucky to have it (and all of you) in our little community.

Alexandra Greek

PARENT LETTER



The Lunenburg Daycare has been a vital part of my daughter's life since she was 6 months old. As a parent, having access to the daycare in the town I live and work in has allowed us to function better as a family unit such as less travel time means more family time spent together before and after work. A fully functional daycare also gives me the peace of mind that it is available everyday regardless of who calls in sick and how bad the weather is that a home daycare cannot. My daughter benefits socially through developing life skills from learning to play with others to getting exposed to different cultures and what the community has to offer through our daycare taking the children to these activities and inviting local organizations to the daycare.

As someone who has managed a business in the town, I can verify that an accessible, reliable daycare is needed, especially in a community with an aging workforce and many businesses already struggling to recruit and maintain employees. Younger, long term workers are going to move to a town that has the services they require to raise a family. Without access to affordable, reliable childcare, this town and its business community will be missing out on opportunities to recruit those who want to work in all sectors of employment in the area.

Lindsay Miller

PARENT LETTER



My sons have both been in the Lunenburg Daycare since they were each 12 months old. They are now 8 & 9. Lunenburg daycare was the only daycare with the hours that would allow me to get to work on time & took 12 month olds. Over the almost 9 years that they have provided our childcare, the staff has become like family to us. They have gone above and beyond so many times, including helping us navigate a new autism diagnosis with our 2 year old. Their support and love over these 9 years has been immeasurable to our family and I can't imagine not having had them during these important young years of our boy's lives.

Kelly Jackson

PARENT LETTER



The Importance of Community and Quality Childcare

Community is not only about the residents that make up a town, but also the businesses and services that support them. Lunenburg Daycare has provided much more than just a service—it has offered a sense of family for my four children since July of 2014. Access to quality daycare allows both parents and the broader community to thrive.

As a parent of a child with special needs, I know first-hand how difficult it can be to find appropriate, inclusive childcare. Lunenburg Daycare has gone above and beyond to ensure my children feel safe, valued, and included. The daycare offers more than just care; it fosters social, emotional, and cognitive development in a supportive environment.

Children who attend daycare are exposed to a variety of social situations, helping them develop better social skills and better preparing them for school. Quality daycare systems give children the foundational skills they need to succeed later in life, including greater likelihoods of pursuing post-secondary education or attending college.

Beyond the cognitive and developmental benefits, daycare also has a practical impact. Without access to daycare, my family would struggle financially. In today's world, living on a single income is simply not feasible, and the daycare plays a crucial role in supporting our family's ability to survive and thrive.

I am deeply grateful for the care and support Lunenburg Daycare provides, not just for my family, but for the entire community.

Dacia Rankin

Subject: Affordable Housing Market Data Collection
Prepared by: Marc Kiely, Interim Director of Community Development
Date: January 14, 2025



Recommendation

Council direct staff to collaborate with MODL on commissioning a comprehensive housing market study to provide updated housing market information and address known data gaps that will support affordable housing within the region.

Alternatives

- Request additional information.
- Defer a decision.

Background

On December 2, 2024, the Municipality of the District of Lunenburg (MODL) Mayor Elspeth McLean-Wile, sent correspondence to the Town of Lunenburg Mayor and Council requesting a formalized partnership on the noted study. MODL has requested collaboration and cost-sharing agreement with the Town of Lunenburg and other regional municipal governments to procure a comprehensive housing market study. The study would provide updated information on rental rates, vacancy rates, and other key housing metrics.

MODL staff have previously communicated with TOL's Community Development Department to provide updates on their intent to partner with other regional municipalities, including the Town of Lunenburg. The agreement would require a funding commitment of approximately \$3,000-5,000 and collaboration to provide the hired contractor with any existing town housing data. The overall cost of the study is approximately \$50,000.

Staff is seeking direction to continue discussions. Fund allocation would be considered as part of the budget process.

Discussion

Over the past several years, the South Shore Housing Action Coalition (SSHAC) has reported that residents have been experiencing dramatic housing price increases, rental rate increases, increased homelessness and energy poverty. These challenges have highlighted the need for new affordable housing in the region. CMHC plays a significant role in meeting those needs by financing different types of affordable housing construction. CMHC offers different funding streams, such as the Apartment Construction Loan Program (targeting the private sector) and the Affordable Housing Fund (targeting the non-profit sector). Housing market data, such as the average median rental rates or average vacancy rates, are key factors that CMHC considers when determining whether to finance an affordable housing project. Low rental vacancy rates put upward pressure on rental rates, while high vacancy rates can ease pressures and drive

down rates. Rental rates are reviewed when calculating the viability of an affordable housing project. These rates help funders (such as CMHC) determine what “affordable” looks like in the local context and how much below the Average Median Rent (AMR) units must be offered. They also help determine the viability of a housing project by ensuring that the proposed rental rates that will be charged once the building is complete are sufficient to pay back the cost of the financing and avoid default.

CMHC does not have any current statistics on rental rates within the region. When reviewing funding proposals, it uses aggregated data from a few select parts of the province where sufficient data exists. The housing needs assessment provided by the provincial government in 2023 (based on 2021 data) used the same CMHC data and some additional information from Property Valuation Services Corporation (PVSC). It stated that the Town of Lunenburg had a rental vacancy rate of 7% and that average rents had increased by 10% since 2018. Anecdotally and through conversations with community members, staff are aware of very different realities, including very low rental vacancy rates and high rental rates. There appears to be a significant disconnect between the data being used and the experiences of community members, yet there is no local data to back this up.

MODL Staff have noted that they have consulted with representatives from CMHC as they look for solutions to address the application of inappropriate existing datasets by CMHC, and based on communications between MODL and CMHC, CMHC would honour the study’s results as conducted by an appropriate consulting firm. Both municipalities are subject to privacy legislation. Privacy, including data retention and sharing, would be addressed under the contract with the consultant.

Currently, the Town of Lunenburg utilizes the 2023 Town of Lunenburg Municipal Housing Needs Report.

Strategic Plan Relevance

MPS Policies 4-1; 4-5 through 4-9; 4-15 – Supports initiatives that can help promote housing affordability.

Relevant Legislation

MGA- Statement of Provincial Interest Regarding Housing

Financial

The estimated total budget for the study is \$50,000, with a proposal to split costs based on the percentage of the population base. Based on this proposed funding arrangement. The Town of Lunenburg would be expected to contribute between \$3,000 and \$5,000.

Attachments

Attachment A – Correspondence- Mayor McLean-Wile to Mayor Myra

Attachment B – Correspondence – Jennifer Corson, Solterre Design to Town Council



Municipality of the District of Lunenburg

10 Allée Champlain Drive Cookville Nova Scotia Canada B4V 9E4

Administration

Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca

December 2, 2024

Mayor Jamie Myra & Council
Town of Lunenburg
PO Box 129
Lunenburg NS B0J 2C0

Dear Mayor Myra:

RE: Affordable Housing Market Data Collection

I hope this letter finds you well. I am writing to you on behalf of the Municipality of the District of Lunenburg (MODL) to propose a collaborative initiative aimed at addressing the critical gaps in our regional housing market data. As you are aware, accurate and comprehensive housing data is essential for securing funding and support for affordable housing projects from agencies such as the Canada Mortgage and Housing Corporation (CMHC).

Over the past several years, our region has faced significant challenges related to housing affordability, including dramatic increases in housing prices, rental rates, homelessness, and energy poverty. These issues have underscored the urgent need for updated and accurate housing market data to support the development of affordable housing solutions.

To address these data gaps, MODL is proposing to commission a comprehensive housing market study. This study will provide updated information on rental rates, vacancy rates, and other key housing metrics that are crucial for planning and funding affordable housing projects. Given the regional nature of these challenges, we believe that a collaborative approach involving adjacent municipalities will be most effective.

We are inviting your municipality to partner with us in this important initiative. The estimated budget for the study is \$50,000, and we propose that the funding commitment be divided based on the percentage of the population of participating municipalities. This approach ensures a fair and equitable distribution of costs.

Your municipality's participation in this project will not only help fill the critical data gaps but also strengthen our collective ability to attract and support affordable housing developments in our region. We believe that by working together, we can create a more accurate and comprehensive picture of our housing needs and secure the necessary funding to address them.

Should you have any questions or require further information, please do not hesitate to contact Reid Shepherd, Deputy Director of Planning & Development Services at reid.shepherd@modl.ca or 902-530-3265. We look forward to your positive response and to working together on this important project.

Thank you for considering this important partnership opportunity.

Sincerely,



Elspeth McLean-Wile
Mayor
Municipality of the District of Lunenburg

cc: Marc Kiely, Interim Director of Community Development
Hilary Grant, Interim CAO

January 5, 2025

Town of Lunenburg Council

via

Marc Kiely, Planner, Town of Lunenburg

email: mkiely@townoflunenburg.ca

Re: Support for MODL Housing Data Initiative and the Importance of Addressing Housing Data and its Challenges in Lunenburg

Dear Members of the Town of Lunenburg Council,

We are writing to introduce Solterre Design Inc., a firm that specializes in high performance green architecture, now working on our own community-focused development project dedicated to addressing the critical housing challenges here in Lunenburg. Our upcoming project in the Town of Lunenburg exemplifies this mission. We are currently in the design stage for developing a multi-unit residential building (MURB) in the heart of Lunenburg at the old Foundry site at the corner of Falkland and Brook Street. This development will include 56 units, of which 17 will be designated as affordable under the Canada Mortgage and Housing Corporation (CMHC) Affordable Housing Framework. Our building is designed to complement Lunenburg's historic streetscape while providing much-needed housing diversity for the community with studio, 1-, 2- and 3-bedroom units.

The role of CMHC in our project is instrumental. As a leading agency in addressing Canada's housing needs, CMHC offers vital funding and support to affordable housing initiatives. **However, accessing this funding hinges on the availability of accurate and current local housing data.** Specifically, our project is being penalized on a funding formula as there are no statistics or rates available for housing rental rates in the Town of Lunenburg, nor the Municipality of Lunenburg. Without this data, CMHC is required to rely upon outdated and generalized data for the Province of Nova Scotia, such as Pooled Small Center Data, which does not accurately reflect the unique housing rates nor long-term housing availability in the Town of Lunenburg. This creates significant hurdles in demonstrating the feasibility and urgency in a project like ours.

The Municipality of the District of Lunenburg's (MODL) recent initiative to conduct a comprehensive housing data study is a critical step toward addressing this challenge. By identifying accurate market conditions and vacancy rates, this study will provide the necessary data which will assist in securing funding and guide future housing development effectively.

We strongly support this initiative and believe that the Town of Lunenburg's participation in this effort is essential for several reasons:

1. **Accurate Data to Reflect Local Housing Realities:** The Town of Lunenburg's unique housing market, influenced by its UNESCO World Heritage designation and high demand for short-term rentals, is not adequately captured by existing datasets. Including Lunenburg-specific data will ensure that the study reflects the community's true needs.

2. Enabling Affordable Housing Development: For projects like ours, the absence of reliable data complicates the application process for essential funding through CMHC. Updated data would bridge this gap, ensuring that housing developments can proceed with appropriate financial support.

3. Regional Collaboration for Shared Solutions: The housing crisis is not confined to individual municipalities. By working together with MODL and other neighbouring communities, the Town of Lunenburg can play a vital role in creating a regional framework to tackle housing challenges collectively.

We understand that financial and logistical considerations are part of any decision to participate in such initiatives. However, we believe the benefits of supporting MODL's housing study, both for current housing projects and long-term planning, far outweigh the initial investment. The data collected will lay the groundwork for sustainable growth and ensure that Lunenburg remains an inclusive and vibrant community. We also believe that all data collected will remain anonymous and not expose any building owner to any change in their taxation or tenancy status.

We hope that the Town of Lunenburg Council will recognize the value of this initiative and join MODL in supporting the study. Solterre Inc. remains committed to working collaboratively with the municipality, the town of Lunenburg, and other stakeholders to address housing challenges and create meaningful solutions.

Thank you for considering this important matter. Please feel free to contact us if you have any questions or require additional information about our project or the role of housing data in its success.

Sincerely,



Jennifer Corson

Jennifer Corson, M. Arch. NSAA
ph. 902-492-1215 ext. 1001
www.solterre.com

Solterre Design

MAIN

3008 Oxford Street, Suite 102 (Cork St. Entrance), Halifax, NS B3L 2W5

Solterre Design

SOUTH

11 Lincoln Street, Suite 100 (Starr St. Entrance), Lunenburg, NS B0J 2C)

INFORMATION REPORT

Subject: Cornwallis Street Renaming

Prepared by: Hilary Grant, Interim CAO

Date: January 14, 2024



Recommendation

This is an information report that does not include specific recommendations. However, the "Discussion" section outlines potential next steps for Council to consider.

Background

At its November 19, 2024, meeting, Council requested a fulsome report on renaming Cornwallis Street. It was requested the report review the process, beginning with the now-dissolved Town of Lunenburg Anti-Racism Special Committee and its recommendations, and include all relevant actions taken since then for this Council's consideration and direction going forward.

Discussion

Renaming History & Council Decisions

At its December 6, 2022, meeting, the Town of Lunenburg's now-dissolved Anti-Racism Special Committee met to discuss renaming Cornwallis Street and two parks. The Committee reviewed several recommended names, including Queen, and held an initial vote to select a preferred option. In this vote, Reconciliation Street received two votes, Samqwan Street received three votes, and Queen Street received one vote. As no clear majority emerged, the Committee proceeded with a second vote between the two leading options: Reconciliation Street and Samqwan Street. In this round, the Committee unanimously selected Samqwan Street, the Mi'kmaq word for water, to reflect the street's connection to the back and front harbours.

At its December 13, 2022, regular Council meeting, staff presented the Anti-Racism Special Committee's recommendation to rename the street to Samqwan Street. Council approved renaming the street to remove the Cornwallis name but did not adopt the Committee's recommendation. Instead, Council directed staff to conduct a public engagement initiative to determine a new street name, which led to a public survey.

In 2023, the survey was launched in both paper and online formats, inviting participants to rank their top three preferences among the nine names initially discussed during the December 2022 meeting of the Anti-Racism Special Committee. Seven of the proposed names were Mi'kmaw words, while two were in English: Queen and Reconciliation. The survey utilized a ranked ballot system, allowing respondents to submit their top three choices in order of

preference. Residents were also asked to submit their suggestions.

The names included in the survey were as follows:

Names from the survey
E'se'katik (AY-SAY-kateek) Street: Original Mi'kmaw place name for Lunenburg; means "place of clams."
Gta'n (<i>uk-dawn</i>) Street: Mi'kmaw word for "ocean."
Kluscap (gloos-cap) Street: Named for a spiritual figure for Indigenous peoples located in Vermont, New Hampshire, Maine and Atlantic Canada.
Matlot (maduh-lot) Street: Mi'kmaw word for "sailor."
Merligueche Street: Mik'maw word for "whitecaps which topped the waves"; former Acadian place name for Lunenburg.
Nitap (knee-dub) Street: Mi'kmaw word for "friend."
Queen Street: Follows the naming convention of the nearby streets (Duke, King, Prince).
Reconciliation Street: Named for the National Day of Truth & Reconciliation with Indigenous nations.
Samqwan (sam-hwan) Street: The Mi'kmaw word for "water" selected to represent the street's connection to the back and front harbours and the community's overall ties to water.

To address competing priorities and staff capacity, an external consultant was hired in August 2023 to analyze the survey data and present the results (Attachment A). The survey received 342 responses, with "Queen Street" emerging as the most popular choice, receiving 35% of the votes. Mi'kmaq-inspired names collectively accounted for 51% of the responses, spread across seven different options.

The survey results were analyzed by dividing responses into three groups: Town of Lunenburg residents (276 responses), non-residents (65 responses), and Cornwallis-specific respondents (25 responses). Among the Cornwallis-specific group, "Queen Street" was the preferred choice, with 11 of the 25 respondents selecting it as their first choice and seven respondents selecting it as their second choice.

After receiving the survey results at its November 28, 2023, meeting, Council voted to rename Cornwallis Street Queen Street, with four Council members voting in favour and three against.

Following this decision, Council received several letters from the public, encouraging them to reconsider Queen as the new name.

The renaming was discussed at a Committee of the Whole meeting on September 3, 2024, but was not referred to Council for further action. On September 24, 2024, Councillor Halverson

made a notice of motion to rescind Council's decision to rename Cornwallis Street to Queen Street. On October 8, Council considered the motion to rescind the previous decision to rename Cornwallis Street to Queen Street. The motion was defeated, confirming the decision to proceed with the name Queen Street.

Following the 2024 municipal election, Councillor Babineau made a notice of motion to direct staff to cease work on the renaming of Cornwallis Street subject to Council re-evaluation. This passed unanimously at Council's December 10 regular meeting.

Anti-Racism and Anti-Discrimination History

In 2020, TOL created the Anti-Racism Special Committee to identify solutions and recommendations to aid in supporting equity, diversity, inclusion and dignity of all people as per the Committee's Terms of Reference (TOR).

In April 2023, Council approved the establishment of the Regional Anti-Racism and Anti-Discrimination Committee in partnership with the Town of Bridgewater, the Town of Mahone Bay, the Municipality of Chester, and the Municipality of the District of Lunenburg. This initiative also included the creation of a shared Anti-Racism and Diversity Coordinator position. With the establishment of this regional Committee, Council voted to dissolve the TOL's special Committee.

In November 2024, a new coordinator was successfully hired and will now focus on operationalizing the Regional Anti-Racism and Anti-Discrimination Committee.

Possible Next Steps

Following the receipt of this information report, some possible next steps for Council to consider are as follows:

- Refer the renaming of Cornwallis Street to the Lunenburg County Anti-Racism & Anti-Discrimination Advisory Committee (ARADAC) to develop a new project plan for reconsidering the street's name. While the Committee has been formed, community representatives have not yet been appointed, and the inaugural meeting has yet to take place, which could result in delays.
- Request additional information and refer the renaming of Cornwallis Street to Committee of the Whole for further discussion.
- Use the results of the survey to select another name that TOL's now-dissolved special Committee initially considered.

- Conduct a second, simplified survey with fewer naming options to streamline the process and focus public input.
- Direct staff to explore other public input opportunities.
- Reaffirm "Queen Street": If Council feels the initial decision aligns with the community's overall interests, no action would be needed, reaffirming Queen Street.

Strategic Plan Relevance

- Expand heritage recognition beyond European colonial landscapes to include perspectives of Nova Scotia's First Nations and Black communities, and other cultural groups.
- Build relationships with local Mi'kmaq community members and organizations and Black Nova Scotian community members and organizations, to inform how best to broaden the historic narrative and commemoration of Lunenburg through an anti-racism and decolonization lens.

Relevant Legislation

[Nova Scotia Dismantling Racism and Hate Act 2022](#)

Financial

The cost for new street signage has not yet been determined but is expected to be minimal and within the allocated budget for the renaming project. To accommodate the residents of Cornwallis Street, staff have also looked at one-year mail forwarding for approximately 70 residents of Cornwallis Street at \$92.50 per resident, totalling approximately \$6,475.

Communications

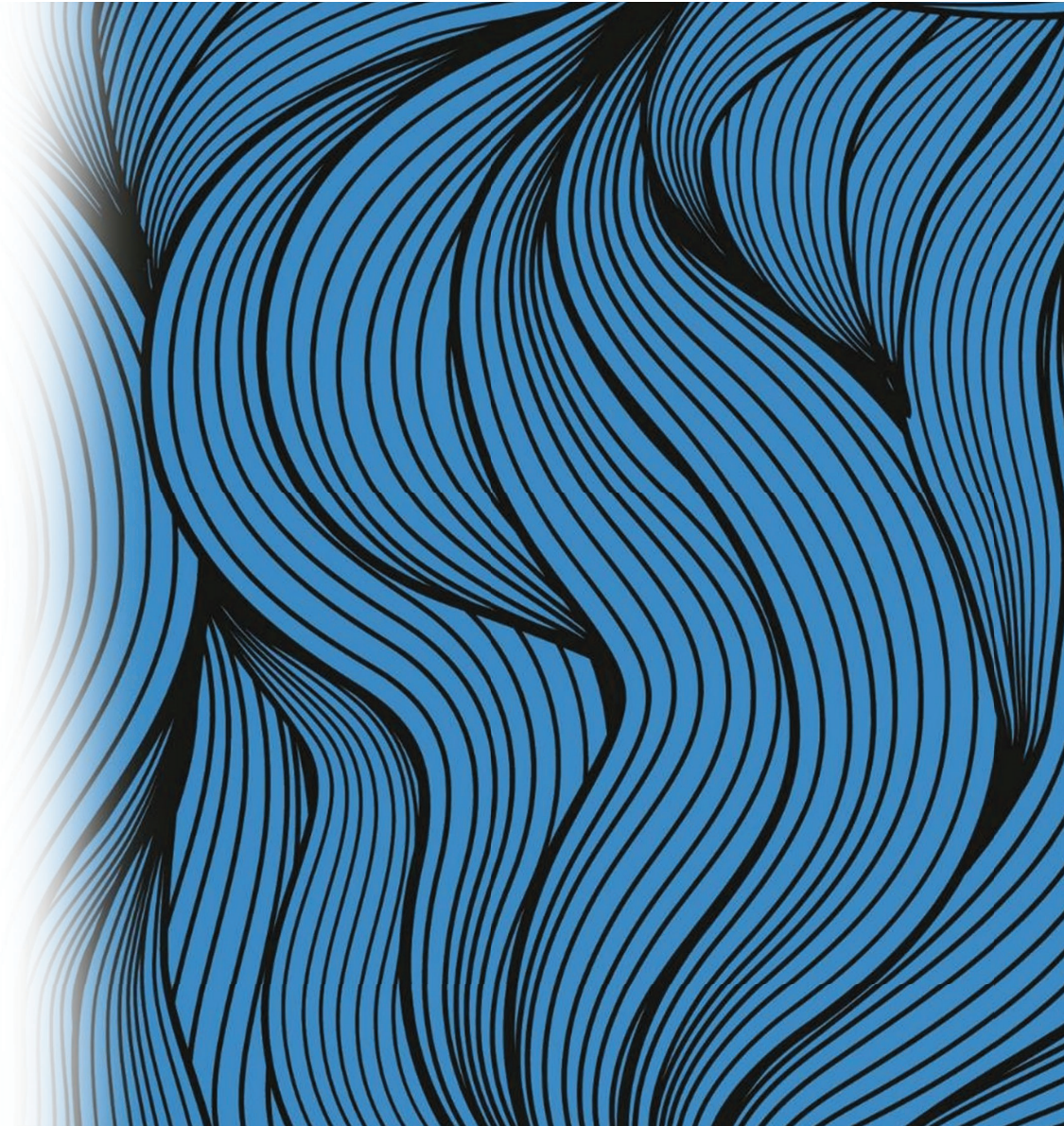
Any decision made by Council regarding the next steps will be communicated to the public through the Town's standard communication channels, including the Town's website and social media pages. These platforms will be used to ensure residents are informed and updated on the outcome and any associated actions.

Attachments

- Attachment A: Survey Results
- Attachment B: Town of Lunenburg's Anti-Racism Special Committee December 6 2022, meeting minutes



TOWN OF LUNENBURG
Cornwallis Street Renaming Project

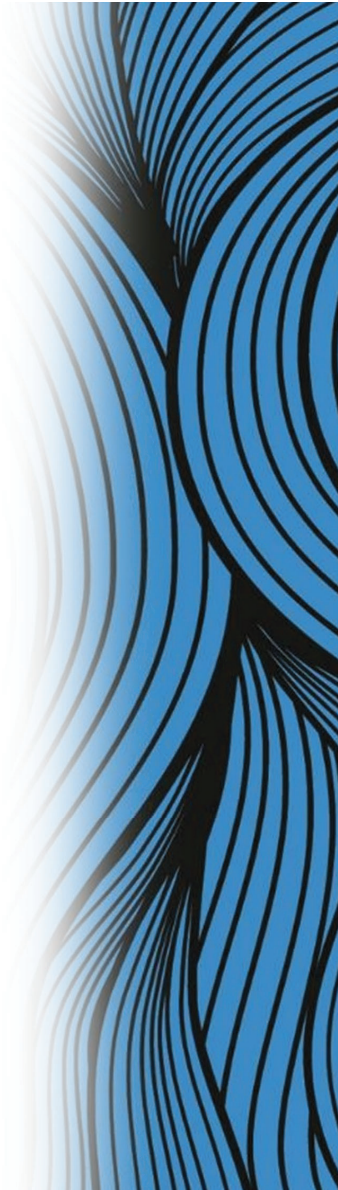




TOWN OF LUNENBURG
Cornwallis Street Renaming Project

The following charts represent data collected and how many people are included in each set of results:

1. All Results (342)
2. Town of Lunenburg (276)
3. Non-Residents (65)
4. Cornwallis Only (25)
5. Top 5 Other Suggestions
6. Cultural Identity (141)

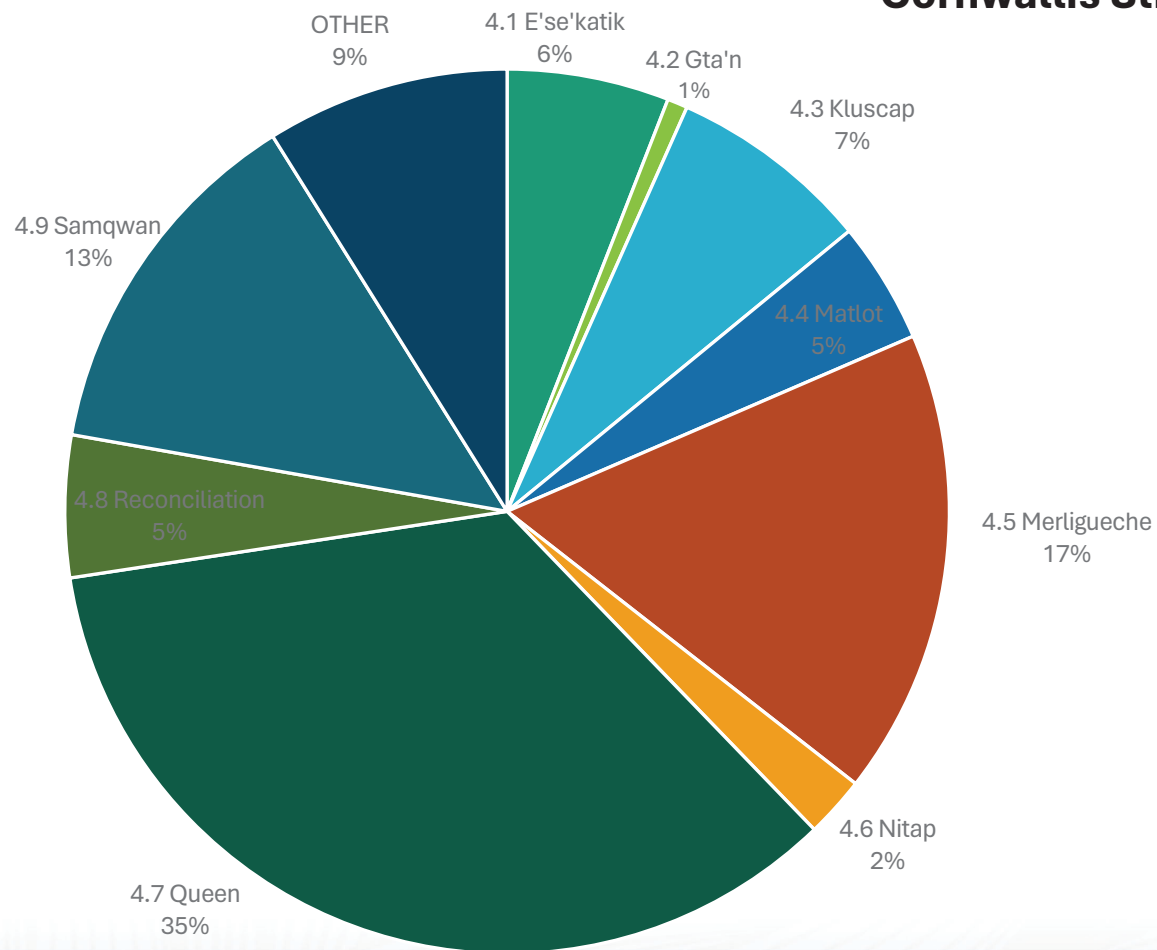




TOWN OF LUNENBURG

Cornwallis Street Renaming Project

ALL RESULTS (342)

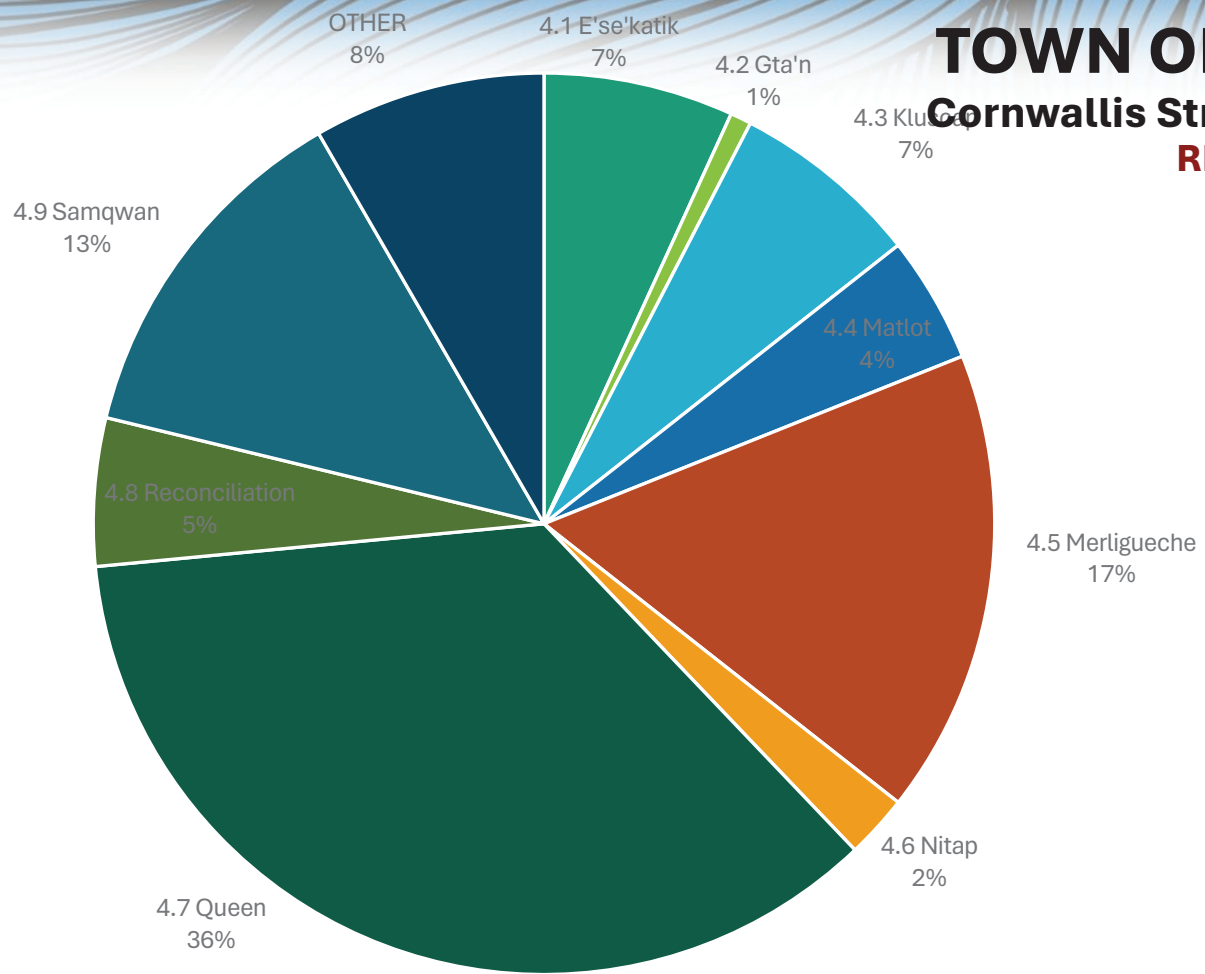




TOWN OF LUNENBURG

Cornwallis Street Renaming Project

RESIDENTS RESULTS (276)

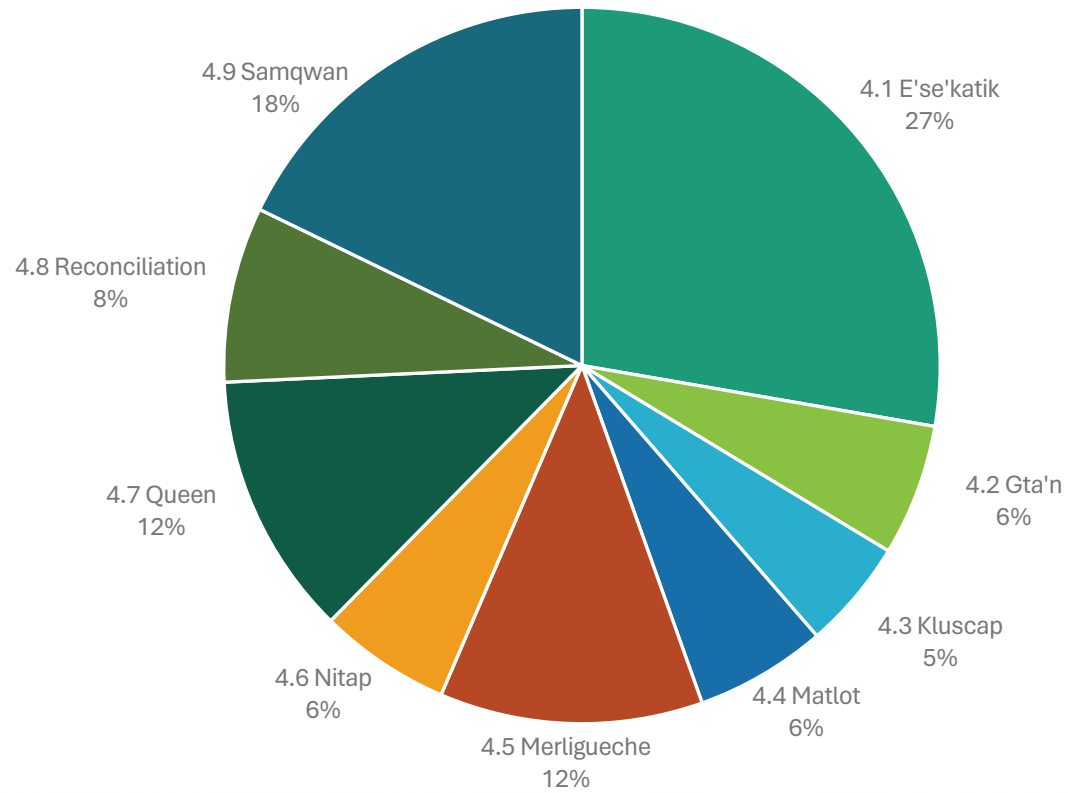




TOWN OF LUNENBURG

Cornwallis Street Renaming Project

NON-RESIDENTS (65)

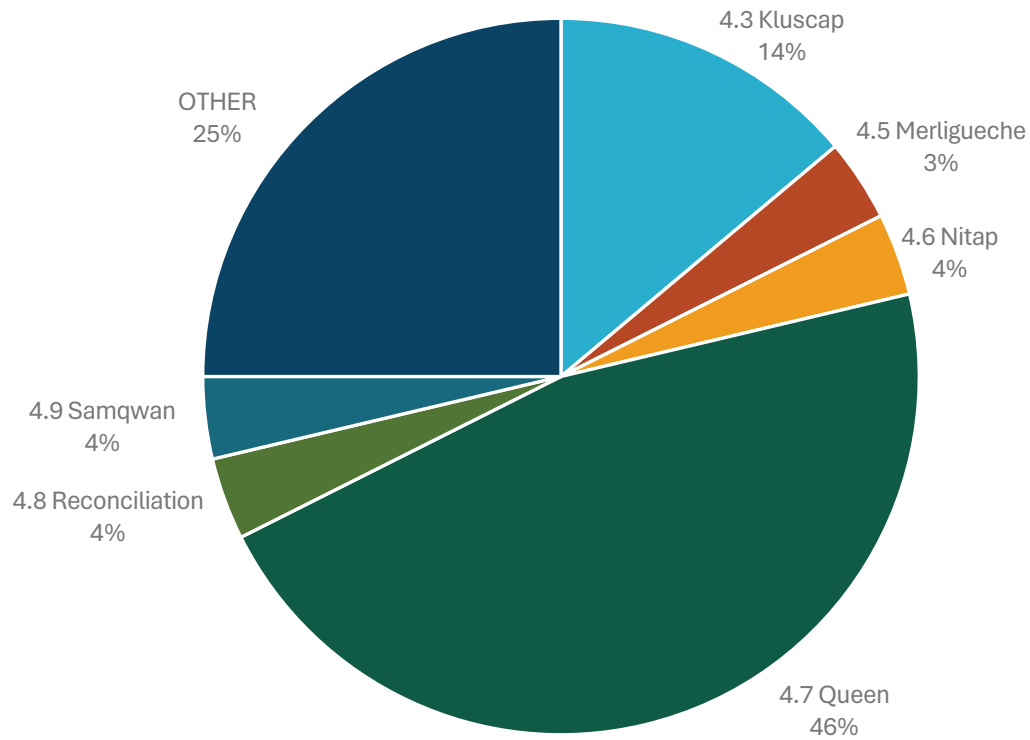




TOWN OF LUNENBURG

Cornwallis Street Renaming Project

CORNWALLIS ONLY (25)

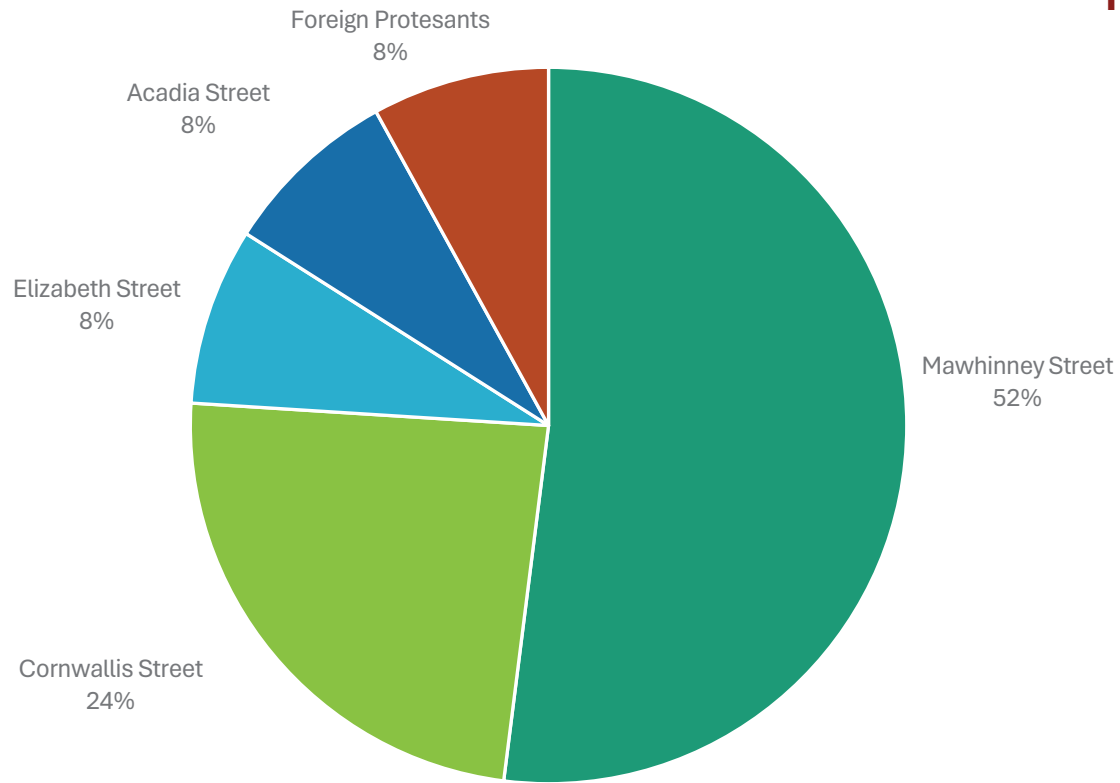




TOWN OF LUNENBURG

Cornwallis Street Renaming Project

TOP 5 "OTHER" SUGGESTIONS



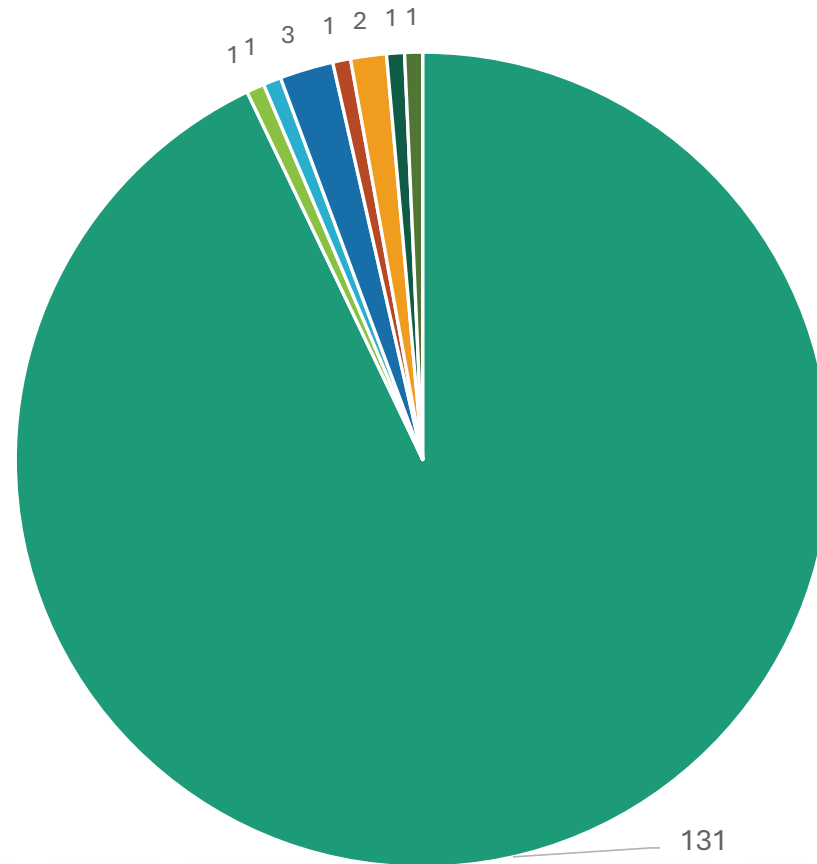


TOWN OF LUNENBURG

Cornwallis Street Renaming Project

IDENTIFY CULTURALLY (141)

- Caucasian
- Caucasian / NE Asian
- East Indian
- Indigenous / Caucasian
- Indigenous / Jamaican
- Korean
- native/acadian
- Western European / NE Asian
- (blank)



ANTI-RACISM SPECIAL COMMITTEE MEETING MINUTES

TOWN OF LUNENBURG

Tuesday, December 6, 2022 at 6 p.m.

Virtually via Zoom



Present	Councillor Melissa Duggan – Chair Deputy Mayor Peter Mosher Sal Falk Melissa Labrador Margie Knickle Vernon Simms <i>TOL Staff</i> Jamie Doyle, Chief Administrative Officer Heather McCallum, Public Engagement Specialist Kayla Byrne, Municipal Clerk
Call to Order	The meeting was called to order at 6:07 p.m.
Land acknowledgment	The Chair recognized Lunenburg’s location on the unceded territory of the Mi’kmaq people.
Renaming of Cornwallis Street, 250th Anniversary Park, and Blockhouse Hill Park	Committee members suggested several names to rename Lunenburg’s Blockhouse Hill Park, 250th Anniversary Park, and Cornwallis Street. For Blockhouse Hill Park, Committee members suggested Sylvia Park in recognition of one of Colonel Creighton’s slaves who helped with defence efforts during an invasion of Lunenburg in the 1700s. For 250th Anniversary Park, Committee members suggested Labrador Park in recognition of one of the original Indigenous families of the area. Other suggested names for 250th Anniversary Park included Peace and Friendship Park, Merligueche Park, and E’se’katik Park. For Cornwallis Street, Committee members suggested Queen, Labrador, Reconciliation, and Samqwan. The Committee voted on the following recommendations: That the Committee recommend to Council that Blockhouse Hill Park be renamed to Sylvia Park. <p style="text-align: right;">Motion carried unanimously</p> That the Committee recommend to Council that 250th Anniversary Park be renamed to Labrador Park. <p style="text-align: right;">Motion carried unanimously</p> With respect to the renaming of Cornwallis Street, the Committee took

a vote to select one of three names: Reconciliation, Queen, and Samqwan.

Reconciliation Street received two votes. Samqwan received three votes, and Queen Street received one vote.

The Committee held a new vote for Reconciliation Street and Samqwan Street. Committee members voted unanimously for Samqwan Street. Margie was not present for the vote.

Samqwan is the Mi'kmaq word for water. The name was suggested to represent the street's connection to the back harbour and front harbour.

These recommendations will be brought forward to Council for consideration.

Other names discussed and considered by the Committee included:

- Gta'n: Mi'kmaw word for Ocean
- Matlot: Mi'kmaw word for Sailor
- Nitap: Mi'kmaw word for Friend
- Kluscap (Glooscap)

Committee members discussed the importance of education and public engagement with respect to name changes.

Adjournment

There being no further business, the December 6, 2022 Anti-Racism Special Committee meeting adjourned at 7:23 p.m.