

TOWN OF LUNENBURG
COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, April 1, 2025 | 6 pm
Lunenburg Town Hall – Council Chamber
120 Townsend Street



NOTICE: COTW 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 April 1, 2025 Committee of the Whole Meeting Agenda

Recommendation: That Committee of the Whole approve the agenda for the April 1, 2025 meeting as presented.

5. APPROVAL OF MINUTES

4.1 March 4, 2025 Committee of the Whole Meeting Minutes

Recommendation: That Committee of the Whole approve the minutes from the March 4, 2025 meeting as presented.

6. PRESENTATIONS

6.1 Pride and Allyship – *Lunenburg County Pride*

7. BUSINESS ARISING AND UNFINISHED BUSINESS

8. NEW BUSINESS

8.1 Short-Term Housing – *Information Report*

8.2 Noise By-law Amendments

Recommendation: That Committee of the Whole refer the Noise By-law amendments to the next Regular Council meeting for first reading.

8.3 Prioritizing the Motion Action List

Recommendation: That Committee of the Whole recommend that Council confirm the revised Motion Action List at future Regular Meeting.

9. NOTICES OF MOTION, INFORMATION REQUESTS AND COUNCILLOR REPORTS

10. CLOSED SESSION

11. ADJOURNMENT

TOWN OF LUNENBURG
COMMITTEE OF THE WHOLE MEETING MINUTES

March 4, 2025 | 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 Marvin Macdonald, Interim CAO
Tyson Joyce, Director of Public Works
Marc Kiely, Interim Director of Community Development
Kayla Byrne, Legislative & Policy Manager
Ellen Johnson, Regional Accessibility Coordinator
Gem Roberts, Regional Anti-Racism and Diversity Coordinator
- Call to Order The meeting was called to order at 6:00 p.m.
- Land acknowledgment It was acknowledged that Lunenburg is located in the unceded territory of the Mi'kmaq people.
- Approval of the agenda Moved and seconded that Committee of the Whole approve the agenda for the March 4, 2025 meeting as presented.
Motion carried unanimously
- Approval of the minutes Moved and seconded that Committee of the Whole approve the minutes from the February 12, 2025 meeting as presented.
Motion carried unanimously
- Accessibility Plan Moved and seconded that Committee of the Whole direct staff to incorporate the proposed regional actions into the draft Lunenburg County Accessibility Plan 2025-2028 and return the final plan to Council for consideration and approval at the March 25, 2025, meeting.
Motion carried unanimously
- It was noted that the Town of Lunenburg-specific recommendations will return for further discussion at a future meeting.
- Draft Anti-Racism & Diversity Plan Moved and seconded that Committee of the Whole refer the Draft Anti-Racism & Diversity Plan to Council for consideration and approval at the March 25, 2025, meeting.

Motion carried unanimously

Heritage Impact on Buffer Zone The Committee agreed through consensus to direct staff to respond to the letter from ICOMOS Canada.

Washroom Facilities at Lunenburg Academy The Committee invited Bruce Hebb from the Lunenburg Academy Foundation to speak on behalf of this item. Mr. Hebb proposed exploring a temporary washroom solution, clarifying that port-a-potties or expensive permanent structures were not what is being sought. He suggested modest composting toilet facilities as a potential option and expressed a willingness to collaborate with the Town to develop a suitable plan if funding could be secure.

The Committee agreed through consensus to direct staff to explore the feasibility and cost estimates for a washroom solution at Lunenburg Academy.

Traffic and Parking Study Council reviewed and discussed recommendations from the traffic and parking study, identifying several areas for further consideration.

Moved and seconded that Committee of the Whole direct staff to research the requirements for lowering speed limits below 50 km/h in the Town of Lunenburg and provide a report with recommendations as to where speed limits could be lowered.

Motion carried unanimously

Moved and seconded that Committee of the Whole direct staff to bring forward cost estimates for the following initiatives as part of the 2025/26 budget deliberations:

- Reconfiguration of the Community Centre parking lot
- Accessible parking considerations
- Paid parking options
- Consistent signage improvements

Motion carried unanimously

Councillors discussed the feasibility of implementing paid parking and upgrading metering technology. Some noted that this would require significant infrastructure changes and careful planning, suggesting it may be too complex to implement in the upcoming fiscal year. Others questioned whether a moderate solution, such as upgrading existing meters to accept card payments, could be explored instead of a full transition to a digital pay-by-plate system.

It was noted that a previous motion had already directed staff to explore pay-by-plate parking, meaning some work may have already been completed.

2025/26 REMO
Budget

Moved and seconded that Committee of the Whole direct staff to present Option 1 (Regional Staff – Status Quo + Coordinator) to the REMO Advisory Committee as the Town of Lunenburg’s preferred choice for the coming year, with the expectation that it will be implemented as a staged approach and further assessed in future years.

Motion carried unanimously

Moved and seconded that Committee of the Whole direct staff to present Option 2 (Revised Approval Process) as the Town of Lunenburg’s preferred choice to the REMO Advisory Committee.

Motion carried unanimously

Adjournment

There being no further business, the March 4, 2025 Committee of the Whole meeting adjourned at 6:51 p.m.

The minutes were read and approved.

[Canva Presentation Public View Link](#)

Estimated Presentation Time - 10- Minutes

Note content is more detailed than actual speaking notes so Council can engage in the presentation without need for note taking in the moment



Thank you for giving space for Lunenburg County Pride to present to council on Pride and Allyship.

We have 4 important housekeeping slides prior to beginning working through the content of our presentation today.

Who is Lunenburg County Pride?

- Lunenburg County Pride is a non-profit that operates within Lunenburg County, including in the Town of Lunenburg
- Our mission is to be
 - “an advocacy group and community for the 2SLGBTQIA+ individuals of all ages and their allies. We are committed to building an inclusive community on the South Shore, NS, where everyone feels safe, secure, and respected regardless of sexual orientation, gender identity and expression”.
 - We work hard to fulfill this mission and create inclusive, accessible programming for the diverse queer community which we serve..

Why did we feel this presentation was important now?

- Increased incidents of hate and discrimination within Nova Scotia, including the communities we represent
- The Nova Scotia Human Rights Commission has expressed serious concern about the increasing hate and discrimination against the LGBTQ+ community in Nova Scotia and across Canada.

Lunenburg County Pride - 2025

LAND ACKNOWLEDGEMENT

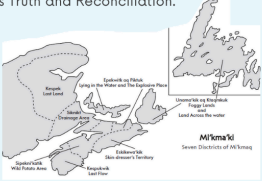
We are doing this learning and event in Sipekne'katik (Seh-bey-gah-nay' gah-deek) one of the seven Mi'kmaq Districts in Mi'kma'ki. This is unceded, unsundered territory of the Mi'kmaq Nation.

This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) people first signed with the British Crown in 1725.

We are all responsible under these treaties. I encourage all folks to learn more about their roles as treaty people, and supporting work towards Truth and Reconciliation.

RESOURCE FOR FURTHER LEARNING:

- <https://native-land.ca/>
- <https://nctr.ca/about/history-of-the-trc/truth-and-reconciliation-commission-of-canada/>
- <https://isans.ca/equity-diversity-inclusion/truth-and-reconciliation/>
- <https://plfn.ca/truth-and-reconciliation/>



Map from Native Land Canada
<https://native-land.ca/maps/territories/mikmaq>
A map of the different Districts of Mi'kma'ki named in Mi'kmaq and English.

COMMUNITY RECOGNITION

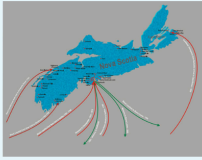
African Nova Scotians have had rich histories, contributions, and legacies in Mi'kma'ki. With over 50 founding African Nova Communities throughout the province.

In many communities, like the one which we are learning in today, African Descendants contributed to infrastructure and economic wealth which they helped build but could not benefit from.

I encourage all folks to learn more how our communities were shaped by these valuable contributions by African Nova Scotians.

RESOURCE FOR FURTHER LEARNING:

- <https://dbdli.ca/resource-materials/times-of-african-nova-scotians-volume-one/>
- <https://bccns.com/our-history/>
- <https://ansa.novascotia.ca/content/resources-and-links>



Map from Black Cultural Centre of Nova Scotia
<https://bccns.com/our-history/>
A map of Nova Scotia with arrows showing the Black Migration from Africa to Nova Scotia.

These two statements are not connected, and very different. I would typically have these separated, however due to constraints they are on the same slide.

I would like to acknowledge that we are doing this learning in Sipekne'katik (Seh-bey-gah-nay' gah-deek), one of the seven Mi'kmaq Districts in Mi'kma'ki. This is unceded, unsundered territory of the Mi'kmaq Nation. This territory is covered by the "Treaties of Peace and Friendship," which the Mi'kmaq and Wolastoqiyik (Maliseet) people first signed with the British Crown in 1725. The treaties established the rules for what was to be an ongoing relationship between nations. We are all responsible under these treaties. I encourage everyone present to learn more about their roles as treaty people and support the essential work towards Truth and Reconciliation.

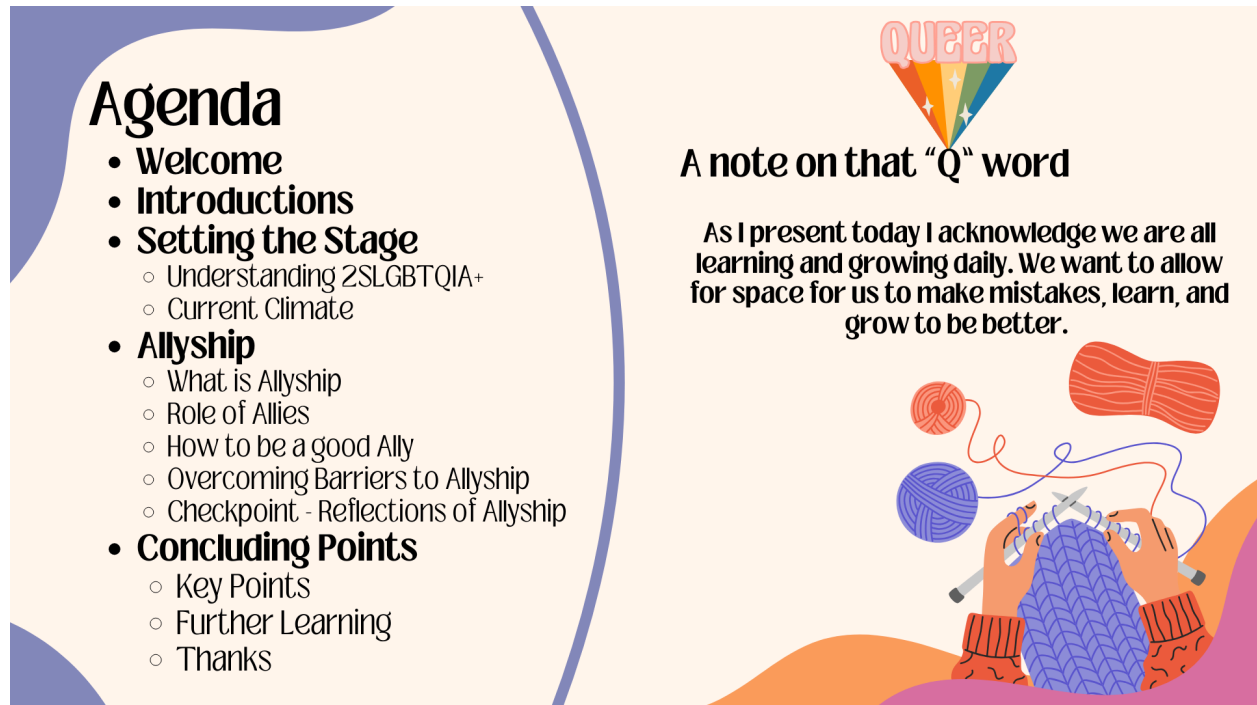
Learning Links

- <https://native-land.ca/>
- <https://nctr.ca/about/history-of-the-trc/truth-and-reconciliation-commission-of-canada/>
- <https://isans.ca/equity-diversity-inclusion/truth-and-reconciliation/>
- <https://plfn.ca/truth-and-reconciliation/>

Prior to continuing I would like to take a moment to recognize the historic and continuous rich histories, contributions, and legacies of African Nova Scotians in Mi'kma'ki. African descendants have contributed significantly to infrastructure and economic wealth, even though they were often denied the opportunity to benefit from the very systems they helped build.

Learning Links

- <https://dbdli.ca/resource-materials/times-of-african-nova-scotians-volume-one/>
- <https://bccns.com/our-history/>
- <https://ansa.novascotia.ca/content/resources-and-links>
- <https://bccns.com/our-history/> <https://humanrights.ca/story/story-africville>
<https://blackloyalist.novascotia.ca/visit-us>



Agenda

- **Welcome**
- **Introductions**
- **Setting the Stage**
 - Understanding 2SLGBTQIA+
 - Current Climate
- **Allyship**
 - What is Allyship
 - Role of Allies
 - How to be a good Ally
 - Overcoming Barriers to Allyship
 - Checkpoint - Reflections of Allyship
- **Concluding Points**
 - Key Points
 - Further Learning
 - Thanks

A note on that “Q” word

As I present today I acknowledge we are all learning and growing daily. We want to allow for space for us to make mistakes, learn, and grow to be better.

Doing the learning I will be working through some topics that can be hard to learn and work through. I am even continuously learning how to be more inclusive. Using a knitting analogy, there may be moments when we feel knotted or unable to move forward. Some of these ‘knots’ or moments of learning, may be large loose knots, or some small tight and tangled. We want to hold space for those challenging, "knotted" moments as part of our ongoing growth.

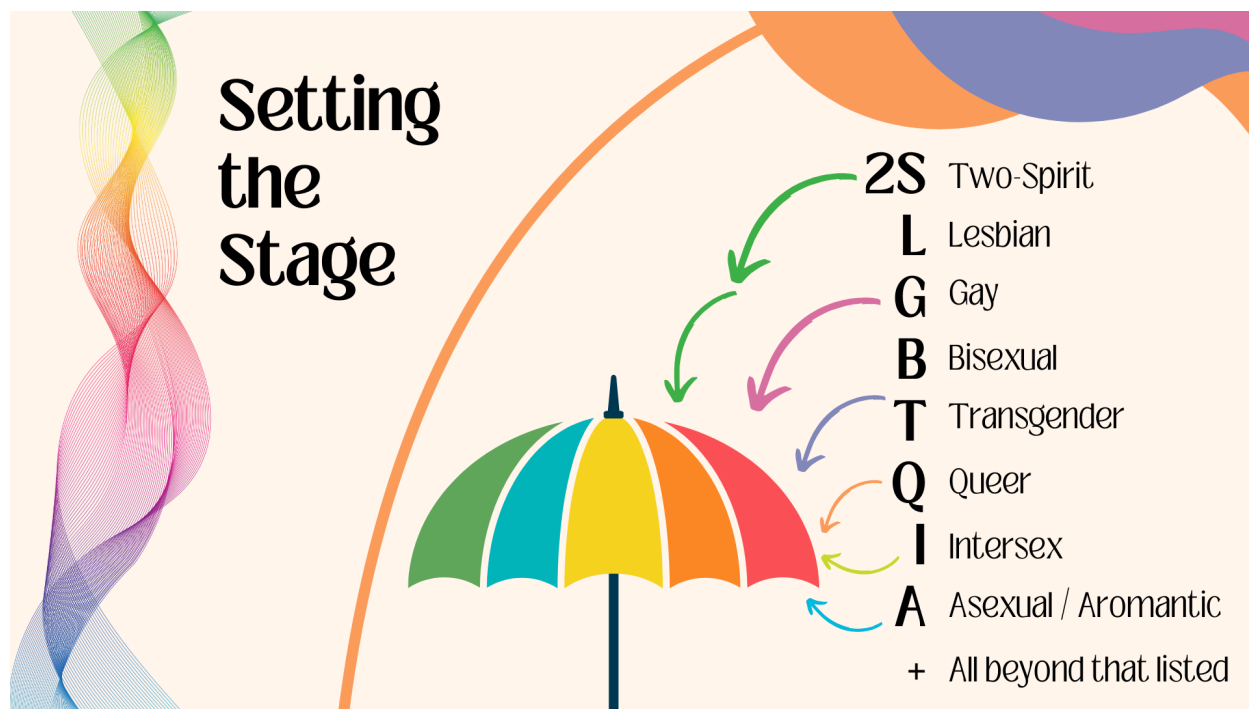
That "Q" word is Queer. Queer has a charged history as a slur towards 2SLGBTQIA+ population, especially some of our senior-community-members often not use this word due to the hate, discrimination, and harm involved.

However, as language evolves, it has been reclaimed by many as a term to describe the community, as well as an identity. It is not a word you should use for someone unless they identify as queer, nor should it be used to refer to the community unless by a community member.

I use the term queer as an identity because, to me, it is an umbrella term that transcends “gay,” which, for my generation, often means same-gender attraction. I recognize, though, that this word has caused harm, and I will strive to use “gay” in this presentation when referring to the community.

Learning Links

- <https://www.thesmujournal.ca/lgbtq/reclaiming-the-word-queer>
- <https://blog.nationalarchives.gov.uk/queer-history-a-history-of-queer/>
- Is it ok to say 'queer'? By Jessica Kellgren-Fozard
<https://www.youtube.com/watch?v=Ih5R5mOFidU>



The 2SLGBTQIA+ community encompasses a wide spectrum of identities and experiences. I like to picture the spectrum similar to the image on the left, even within specific identities there are rangers in how someone's experience is shaped.

Before diving into the lived experience and current climate, let's ground our understanding in the acronym used for the community and provide some context for the identities represented. Each identity in this acronym is significant, and the placement of these terms has shifted over time to reflect both societal changes and the rich histories of each identity.

2S – Two-Spirit: An english term used by some Indigenous communities, this term was coined to give a consistent english word for the various non-binary identities that are part of indigenous culture and heritage. Two-spirit is widely defined as an indigenous individuals who embodies both masculine and feminine qualities/spirits. This term is placed first to acknowledge the harm caused by colonial gender norms.

L – Lesbian: Comes before "gay" to honor the role of lesbians, particularly those who served as nurses and blood donors during the AIDS epidemic at the bedsides of gay men.

G – Gay: The original term to describe same-gender attraction, though it is often used for men who are attracted to other men.

B – Bisexual: describes attraction to two or more genders, this does not mean attraction to only those within the 'binary'. This is an identity that existed before the term "pansexual".

T – Transgender: Refers to individuals whose gender doesn't align with what they were assigned at birth.

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Q – Queer: As previously discussed, a reclaimed term used by some to describe the broader community and as an identity to describe attraction to more than one gender, or a person that has a gender identity outside of that which they were assigned at birth.

I – Intersex: Refers to individuals whose biological sex characteristics don't fit typical male or female binary categories. This identity makes up about 2% of the total population in Canada (about as common as folks with red hair).

A – Asexual/Aromantic: Describes those with little to no sexual or romantic attraction. This is commonly included in the longer acronym to recognize the erasure often experienced by asexual and aromantic folks.

+: Represents all other sexual orientations and gender identities beyond the listed terms.

As indicated by the umbrella and arrows, some of these terms are considered “umbrella terms” that can describe part or all of the community or a specific identity. For example, gay is often used as “the gay community”, but also as an identity “I am gay”.

A note on cis-gender: Cisgender refers to a person whose gender identity matches the sex they were assigned at birth. For example, someone assigned female at birth who identifies as a woman is cisgender.

Learning Links

- <https://www.canada.ca/en/women-gender-equality/free-to-be-me/what-is-2slgbtqi-plus.html>
- <https://www.queerevents.ca/hubs/queer-101>
- <https://egale.ca/awareness/terms-and-definitions/>

Definitions:

- **Erasure** the act of removing or wiping something out completely.
 - It can refer to deleting information, or the idea of something being forgotten or purposely / continuously ignored.
- **Sexual Orientation** is a term that describes to who a person is attracted to emotionally, romantically, or sexually.
- **Gender Identity** is a person's internal sense of their own gender, which may or may not align with the sex they were assigned at birth. It's how someone personally experiences and understands their gender, which could be masculine, feminine, both, neither, or somewhere in between. It's about how someone feels inside, regardless of societal expectations.



Heinrich Böll Stiftung from Berlin, Deutschland, CC BY-SA 4.0 - <https://creativecommons.org/licenses/by-sa/4.0/>, via Wikimedia Commons

I can only speak from my own lived experience as a cis-queer woman (cis - a person that identifies the same as they were identified at birth). It's important to note that not everyone in the 2SLGBTQIA+ community shares the same experiences. For me, I didn't feel safe coming out until my 20s.

When I moved back to Nova Scotia, especially to the South Shore, I was surprised by the progress we had made as a community. I experienced significant hate, and homophobic teachings as a youth, so it was heartwarming to feel safe getting involved in an organization such as Lunenburg Pride... however, this progress also highlighted how much further we need to go in creating a truly inclusive and supportive community for everyone.

I am aware my feeling of care and safety is not the reality for everyone in our community. Many people still don't feel safe being "out" and continue to face various forms of harm because of their identity. It would be disingenuous of me not to acknowledge that, even in recent times, I've personally felt extremely unsafe.

One example is when I attended an event in Bridgewater to stand against hate towards the gay community. During the event, an individual in stealth, took images without the consent of attendees, including my image, and shared it online in hate groups with the clear intent to spread hate. This was reported to the RCMP and Town Police.

Another example from is from a Lunenburg County community member that consented to sharing their experience publicly. They are not part of the 2SLGBTQIA+ community, but a vocal ally, ensuring those they care about know they are a safe person. For years, easily over 5, they received homophobic mail – daily to their doorstep, expressing horrible sentiments. They have had people turn around when they see their pride flag.

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I want to be abundantly clear, recently, there are times when I genuinely fear being targeted by hate crimes. I am extremely cautious about the spaces I enter, when I enter them, and who I am with. This caution isn't just about privacy; it's about ensuring my safety. Every decision I make, whether it's entering a public space or speaking my truth, as I am doing today, is done with my personal security in mind. I also recognize that the experiences of hate and discrimination are even more felt by those at the intersections of minority identities, which I will touch on in the next slide.

This fear of unsafety, for me, has only intensified because of the activity of hate groups in our region that feel emboldened in their hate due the hateful rhetoric we hear from individuals with large platforms in Canada and beyond, and silence within our own communities.

When individuals make clear, loud, and bold discriminatory comments about our trans and queer communities publicly, it emboldens hate and makes our safety feel more fragile than ever before. It is important to respond swiftly, clearly, and firmly to any hate based comments to show hate that it is not accepted in a respectful and civil society.

As you can tell, the journey toward full safety, visibility, and equality for 2SLGBTQIA+ individuals in Nova Scotia is far from complete. This is why I am here today, speaking on the importance of allyship. We need allies who are willing to stand up for us, support us, and create safer spaces for everyone in our community.

These hard experiences are often more intense by folks who have intersecting marginalized identities. When discussing allyship, it's essential to understand the concept of **intersectionality**.

Kimberlé Crenshaw's theory of intersectionality emphasizes that people's social identities do not exist in isolation. This framework helps to describe the compounded disadvantages individuals may face when they belong to multiple marginalized groups.

For example, someone who identifies as both Black and queer may experience discrimination based on both their race and their sexual orientation or gender identity, amplifying the challenges they face.

These identities intersect in complex ways, which can either compound or buffer the discrimination an individual experiences. The "intersection" at which each person stands varies greatly, influenced by their interconnected identities. Understanding this is crucial for recognizing how factors like race, class, gender, and sexual orientation can combine to create unique experiences of oppression, particularly within the 2SLGBTQIA+ community.

Learning Links

- Kimberlé Crenshaw: The urgency of intersectionality | TED Talk
 - https://www.ted.com/talks/kimberle_crenshaw_the_urgency_of_intersectionality?subtitle=en
- Kimberlé Crenshaw: What is Intersectionality? - YouTube -
 - <https://www.youtube.com/watch?v=ViDtnfQ9FHc>



Discrimination & Harassment

The Nova Scotia Human Rights Commission has raised concerns about the increasing discrimination against the LGBTQ+ community. Community members have shared frustrations with Lunenburg County Pride, particularly regarding employers not taking homophobia or transphobia seriously. Lunenburg County Pride has also responded to ongoing hate-fueled social media posts and harassment within the community, underscoring the societal challenges faced by 2SLGBTQ+ individuals.

Vandalization & Hate Symbols

Over the past year, disturbing acts targeting the 2SLGBTQIA+ community have increased, including:

- **Defacing Pride Flags:** Pride flags, symbols of love and unity, have been intentionally damaged or removed, with expectations this will continue during Pride Month.
- **Hate Symbols on Public & Private Property:** The display of hate symbols such as swastikas has risen, sending a clear message of intimidation and exclusion.
- **Hate Symbols in Public Spaces:** Instances of swastikas and other offensive imagery have been drawn on cars, napkins, and public spaces, contributing to a climate of fear.

These acts of vandalism highlight the growing threat faced by the 2SLGBTQIA+ community, with local authorities investigating these occurrences, including extremist graffiti in communities near Lunenburg.

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Safety Planning

In response to these threats, the 2SLGBTQIA+ community has heightened safety measures:

- **Increased Safety at Events:** All-ages events are now requiring more security, including coordination with law enforcement to ensure safety.
- **Relocation Due to Safety Concerns:** Many individuals have been forced to move, temporarily or permanently, due to ongoing harassment, highlighting the emotional toll of these challenges.
- **Leaving Social Media:** To avoid virtual harassment, some community members have changed their online identities or left social media entirely, contributing to further isolation.
- **Increased Awareness for Everyday Activities:** Routine tasks, like visiting public spaces, now require heightened caution, as individuals must carefully plan to stay safe.

These steps reflect a troubling reality: the 2SLGBTQIA+ community is navigating constant threats to safety, which impacts their daily lives.

Bullying in Schools

In Nova Scotia's public schools, many 2SLGBTQ+ students report feeling unsafe and targeted by hate. In the 2022/2023 school year, **51% of 2SLGBTQ+ students** experienced homophobia or transphobia, but only **20% of students** felt their schools responded adequately to these issues. These challenges affect their academic performance and social interactions.

To improve the situation, there is a need for better inclusivity in schools, stronger support for educators to be allies, and more proactive measures to reduce discrimination.

Links

- <https://www.ctvnews.ca/atlantic/article/ns-human-rights-commission-deeply-concerned-about-rising-hate-against-lgbtq-community/>.
- <https://nslabour.ca/clc-news/?id=17414>
- [Lunenburg County Pride responds to a hate-fuelled Facebook post | Information Morning - NS | On Demand | CBC Listen](#)
- [Ontario court grants summary judgment to drag performers smeared online as "groomers"](#)
- [Reaction to a rash of Diagonol flag graffiti in Bridgewater | Information Morning - NS | On Demand | CBC Listen](#)
- [Police seeking information on graffiti incidents in Bridgewater – Waterfront Media Halifax](#)
- [Extremist graffiti on the rise in Bridgewater: Police](#)
- [Public Works condemns hate symbols on Highway 103 overpasses | CKBW](#)
- <https://www.cbc.ca/news/canada/nova-scotia/guidelines-update-gender-diverse-students-still-in-limbo-1.7241379>
- [N.S. activists call for action against rise in transphobia, homophobia - Halifax | Globalnews.ca](#)
- [Burning of Pride flag outside Halifax school motivated by hate, charges pending: RCMP](#)

Defining Allyship

is when someone stands up for and supports a person or a group of people who might be treated unfairly.

An ally listens, learns about other people's struggles, and helps make things better by speaking out against unfairness or helping others when they need it.

What is Allyship? Allyship is about using your privilege and position to support underserved and/or minority groups.

For those in the 2SLGBTQIA+ community, being an ally means standing up for our rights and dignity, both in public and private spaces.

Allyship is essential because it helps amplify the voices (and experiences) of marginalized individuals, ensuring we are seen, heard, and protected.

With the increasing challenges facing the 2SLGBTQIA+ community—especially the rise of transphobia and anti-LGBTQ+ legislation—the role of active allies has never been more essential.

Links

<https://egale.ca/awareness/tips-on-how-to-practice-lgbtqi2s-allyship/>

The role of Allies



Advocacy & Uplifting Voices



**Anti-Discrimination Work
Policy and Legal
Protections**



Safe Spaces & Togetherness

- 1. Advocating and Uplifting Voices**
 - Uplifting Marginalized Voices
 - Challenging Harmful Stereotypes
 - Standing Against All Forms of Discrimination
- 2. Anti-discrimination work related to policy and legal protections**
 - Championing Policy Change
 - Promoting Anti-Discrimination Policies
 - Defending Legal Protections
- 3. Creating Safe, Inclusive Environments**
 - Foster Safer Spaces
 - Enhance Community Well-being

Links

- [Tips on how to practice 2SLGBTQI Allyship - Egale Canada](#)
- [Resources for 2SLGBTQIA+ Business Owners and Allies - Canadian Women's Chamber of Commerce](#)



Active Listening

Take the time to **listen** to the experiences of 2SLGBTQIA+ individuals. Be open and receptive to their **personal stories** and perspectives. Listening is key to understanding their struggles and needs.

Challenging Discrimination

Speak up when you hear **homophobic** or **transphobic** comments. Whether it's in a social setting or at work, **call out** discrimination in a way that is respectful, clear, and assertive. Your voice can make a difference in challenging harmful attitudes.

Educating Yourself and Others

Make an effort to **learn** about the challenges 2SLGBTQIA+ people face. Stay **informed** about both **local** and **global** events that affect their lives. Share what you've learned to **challenge myths** and **counter misinformation** about the community.

Advocating for Change

Support **policies** that promote equality for all. This includes:

- **Inclusive workplace policies**
- **Anti-discrimination laws**

Advocacy is essential for creating long-lasting systemic change.

Creating Safe Spaces

Be intentional about creating **inclusive environments** everywhere you go, whether that's at home, school, or work. Use **inclusive language**, such as asking for and

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respecting people's **pronouns**, and ensure that everyone feels comfortable and accepted for who they are.

Common Challenges to Allyship

1. Discomfort with Challenging Discrimination
Many people feel uneasy about confronting discriminatory behavior or worry about saying the wrong thing. It can be intimidating, but speaking up is crucial.
2. Ally Fatigue
“Ally fatigue” refers to the emotional toll that comes from continuously supporting a marginalized community. The pressure can feel overwhelming at times, but staying committed is key.

Overcoming Fear

- Embrace Mistakes:
It's okay to make mistakes along the way. The important thing is to learn from them and continue making genuine efforts.

Sustaining Allyship

- Ongoing Commitment:
Being an ally isn't a one-time action—it's an ongoing process. This means:
 - Continuously **educating yourself**
 - Actively **challenging harmful behaviors**
 - Providing **consistent support** over time.

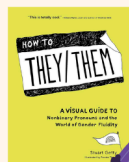
The 2SLGBTQIA+ community appreciates authentic support, even if it's not perfect, and with kind, caring intent.

Links

- [Tips on how to practice 2SLGBTQI Allyship - Egale Canada](#)

Further Learning

Suggested Reading



Suggested Listening



GENDER REVEAL
Gender Reveal is a podcast that features nonbinary, genderqueer, transgender, and queer artists, activists, and educators.
GENDER REVEAL



OUTWARD
Expanding the LGBTQ conversation.
Slate Magazine | Jul 23, 2019

Suggested Watching



Our elders have fought hard to secure these rights, and those in municipal office—like you—have the power to protect and continue their work. It's important to continue educating yourself and actively standing up against misinformation and discrimination. We have provided resources for reading, listening, and watching to help you deepen your understanding and support the community more effectively.

Suggested Reading:

1. Allies: Real Talk About Showing Up, Screwing Up, and Trying Again
2. Trans Allyship Workbook
3. Hijab Butch Blues
4. Read This to Get Smarter About Race, Class, Gender, Disability & More
5. How to They/Them: A Visual Guide to Non-Binary Pronouns and the World of Gender Fluidity

Suggested Listening:

6. Gender Reveal Podcast:
 - a. <https://www.genderpodcast.com/>
7. Outward Podcast
 - a. <https://slate.com/podcasts/outward>

Suggested Watching:

1. First Stories - Two Spirited
 - a. https://www.nfb.ca/film/first_stories_two_spirited/
2. I Am Skyler
 - a. <https://www.nfb.ca/film/i-am-skyler/>
3. Into the Light
 - a. <https://www.nfb.ca/film/into-light/>

INFORMATION REPORT



Subject: Short-term Rentals
Prepared by: Community Development
Date: April 1, 2025 – COTW

Information

This is an informational report intended to address a motion of Council made April 9, 2024:

Prepare a comprehensive report on the Town's responsibilities and options concerning short-term housing. This report should address potential taxing and zoning options and an evaluation of both positive and negative impacts of short-term housing within TOL.

Background

Existing Provincial Regulations

Short-term accommodations must register to operate in Nova Scotia if they provide accommodations for 28 days in a row or less.

Exceptions: Operators do not have to register their short-term accommodation if they provide:

- only long-term accommodations (like a year-to-year lease, month-to-month lease or more than 28 days in a row)
- accommodations at campgrounds that are not roofed (like campsites where travellers bring their own tents or trailers)
- accommodations that are only for temporary workers (like temporary workers in healthcare and building trades)

The types of short-term accommodations (STRs) that need to register with the Province include:

- **primary residence short-term rentals**
 - A short-term rental in a primary residence. A primary residence is the home where the STR operator is an owner or tenant. It is also the address they use for bills, identification, taxes and insurance. A primary residence short-term rental can be the whole home when the resident is away, or a guest room.
- **commercial short-term rentals**
 - A short-term rental in a dwelling (like a home, backyard or secondary suite, condominium unit or apartment) that's suitable as long-term housing but is rented on a short-term basis. It's also not a primary residence.
- **traditional tourist accommodations**

- An accommodation that’s traditionally associated with tourists (like hotels, motels, inns, hostels, resorts, bed and breakfasts, personal vacation homes, cottages, dormitory-style rooms and unusual lodgings like yurts, domes and recreational vehicles).

Provincial Registration Fees for 2025 are:

Cost

The cost of registration is based on the type of short-term accommodation.

Activity	Fee
Registration - primary residence short-term rental (for renting individual bedrooms see fees for traditional tourist accommodation)	\$50.00
Registration - commercial short-term rental tier 1 (Bedford, Beechville, Cole Harbour, Dartmouth, Halifax, Lakeside, Lower Sackville)	\$2,000.00
Registration - commercial short-term rental tier 2 (communities not in tier 1 or tier 3)	\$500.00
Registration - commercial short-term rental tier 3 (Town of Clark’s Harbour, Town of Digby, Town of Lockeport, Town of Mulgrave, Town of Shelburne)	\$240.00
Registration - traditional tourist accommodation (1 to 4 bedrooms)	\$50.00
Registration - traditional tourist accommodation (5 or more bedrooms)	\$150.00

Source:

<https://beta.novascotia.ca/register-your-short-term-accommodation>

Existing Town of Lunenburg Regulations – STRs

The Town defines short-term rentals in the Land Use By-law in a similar fashion to the Province:


Short-term Rental means the use of a dwelling unit or part thereof for commercial overnight accommodations for consecutive periods of 30 days or less per party and may include the rental of the entire dwelling unit to one party or to multiple parties.

The primary difference between the provincial definition and the Town’s is that the Town limits STRs to dwelling units with stays of 30 days or less. Traditional tourist accommodations (Hotels, Bed & Breakfasts) are considered “Accommodations” under the LUB, not STRs.

To date, the Town utilizes its planning documents as the mechanism to regulate STRs. The Municipal Planning Strategy (MPS) provides the framework to regulate in **Policy 4-15**:

- **Policy 4-15:** Council shall, through the Land Use By-law, permit short-term rentals in all Use Zones that permit dwellings, but shall limit them to one per lot and shall not permit them within accessory dwellings or accessory buildings.

This municipal level policy is intended to align with the Provincial Statements of Interest 5:

 <p>Statement 5: Housing</p> <p><i>GOAL: To provide housing opportunities to meet the needs of all Nova Scotians.</i></p>
<p>Safe, clean, affordable housing is a basic human need. However, the form that housing takes varies depending on the specific living arrangements of individuals, families, and other groups of people who choose to live together. Meeting these needs and creating a thriving community requires a diversity of housing types with sufficient availability. This Plan supports housing opportunities to meet the needs of all Lunenburgers by enabling housing at a variety of scales throughout the town, and by supporting initiatives that can help promote housing affordability, such as enabling accessory dwellings and placing limits on short-term rentals.</p> <p>Applicable MPS Policies: 4-1; 4-5 through 4-9; 4-15</p>

Staff note the intent of the MPS Statement 5 section directly addresses the issue of STRs and their potential impact on long-term housing.

The Town’s Land Use By-law (LUB) provides the regulation of STRs that is called for by **Policy 4-15**:

Short-term Rentals

- 6.4.11. Only one short-term rental shall be permitted on a lot.
- 6.4.12. Short-term rentals shall not be permitted in accessory dwellings or accessory buildings.

Municipal-level Responsibilities

The Sections of the LUB noted above represent the full extent of the Town’s regulation of STRs. The Town has no further external obligations regarding the registration or regulation of STRs and Council is free to regulate STRs by amending the MPS and/or LUB, or through other by-laws. A Marketing Levy is also at Council’s discretion, but a levy would not aim to regulate STRs, but is a vehicle to allow the Town to undertake tourism related activities and initiatives from funds raised.

Potential Positive and Negative Aspects of STRs

Short-term rentals (STRs) have grown as a use of residential dwelling space for temporary accommodations that blurs the line between rental housing and commercial hospitality.

Alongside this market growth is concern about the impact of STR units on the traditional residential market sector, specifically, whether STRs are removing homes from the market, reducing supply and increasing the difficulty for households to find suitable places to live.

- Nova Scotia's Provincial Housing Needs Assessment Report, 2022.

The topic of STRs is an evolving area of study that is still being assessed by governments and municipalities across Canada. A comprehensive assessment specific to the Town of Lunenburg will require further research and socio-economic analysis that is not currently available. This being the case, Staff have identified a number of potential positive and negative impacts that are commonly cited on this topic:

Potential Positive Impacts	Potential Negative Impacts
<ul style="list-style-type: none"> • Increased Income for Hosts: Short-term rentals can provide a higher income potential for property owners, especially during peak tourist seasons. • Flexibility for Travelers: Short-term rentals offer travelers more personalized and affordable options compared to traditional hotels, with greater flexibility in terms of location, amenities, and cost. • Cultural Exchange: Short-term rentals can facilitate cultural exchange as guests stay in destinations and interact with local residents. • Tourism Benefits: Short-term rentals contribute to the tourism industry, bringing in revenue and supporting local businesses. • Job Creation: Short-term rentals support local jobs in cleaning, maintenance, property management, and hospitality. • Utilization of Underused Properties: Short-term rentals allow owners to make use of vacant or seasonal properties that would otherwise sit empty. • Encourage Investment: Short term rentals can lead to property improvements in neglected 	<ul style="list-style-type: none"> • Reduced Long-Term Housing Availability: The conversion of homes to short-term rentals can reduce the availability of long-term rental units, potentially driving up rental prices and making it harder for residents to find affordable housing. • Neighborhood Disruption: Increased traffic, noise, and parking issues can disrupt the sense of community in residential neighborhoods. • Increased Costs for Residents: The influx of tourists and short-term rentals can lead to increased costs for residents, such as higher property taxes and strain on local infrastructure. • Environmental Concerns: In areas with limited resources, increased tourism and short-term rentals can put a strain on the environment. • Strain on Local Infrastructure: The increased demand for services and amenities due to short-term rentals can strain local infrastructure, such as roads, water, and waste management. • Potential for Illegal Activities: Some short-term rental operations may operate outside of legal regulations, potentially leading to illegal activities.

neighborhoods or seasonal communities.	
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Discussion

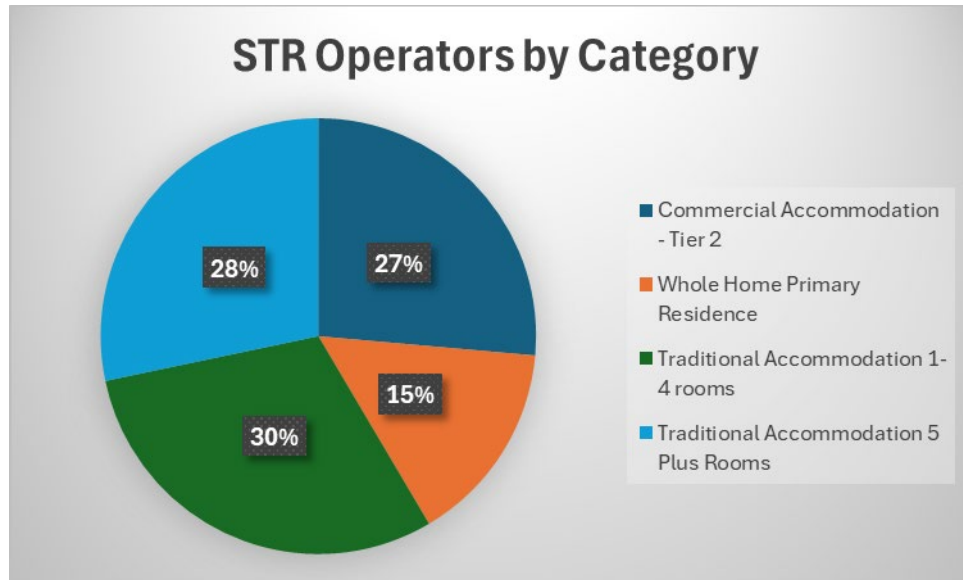
The Town currently has 53 Registered STRs in the Provincial Registry as of March 12th, 2025:

Type	Count	Bedrooms
Apartment	5	9
Bed And Breakfast	12	42
Detached House	13	39
Duplex	2	4
Hotel Or Inn	12	145
Motel	4	60
Room	1	1
Secondary Suite	2	2
Unusual Lodgings	2	2

According to the Province, the categories above are defined as follows:

- **Commercial Accommodation** means a STR that is in a dwelling unit that is not the host's primary residence. This includes an income property, seasonal property offered for than 150 days total throughout the registration period or a secondary or backyard suite where the host lives in the main dwelling unit.
- **Traditional Tourist Accommodation** means a STR that is a more traditional form of a tourist accommodation such as a hotel, motel, B&B, resort. This also includes guest rooms that are offered in the host's primary residence.
- **Whole Home Primary Residence** means a STR that is offered in the host's primary residence when they are out of town.

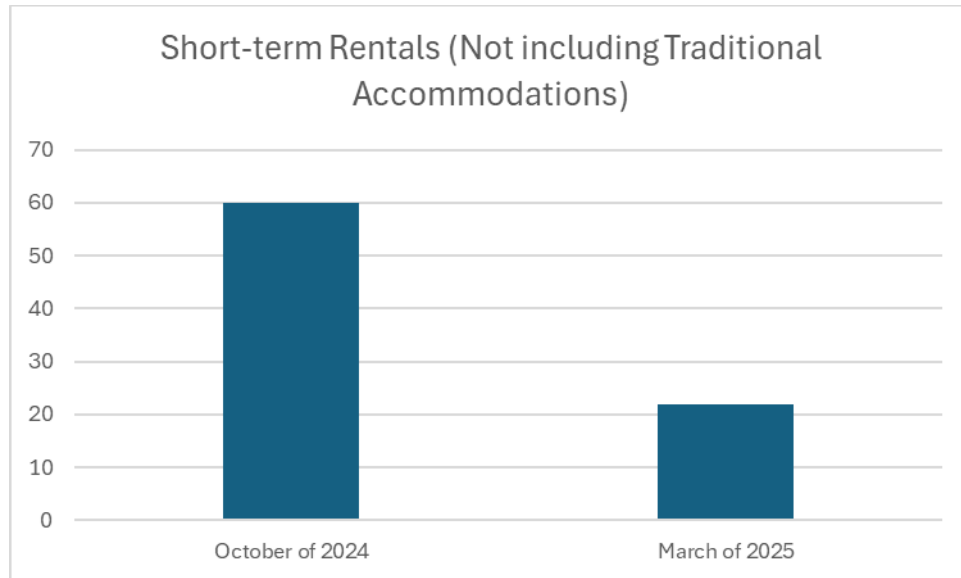
Based on the above table, the majority (58%) of STR operations are traditional tourist accommodations:



Further, the remaining 42% represent STRs involving dwellings and are defined by the Town as STRs. These equate to 22 properties. Of those 22 properties, only 8 (15% orange pie chart slice) are whole home primary residence STRs. This leaves 14 Commercial STR properties within the Town

In the past 12 months, the Town has issued 39 Zoning Confirmation Letters to support applications to the Province for registration of STRs, including traditional accommodations.

In August of 2024, the Province informed STR Operators that they would need to provide proof of compliance with Municipal by-laws prior to being able to register and be listed on sites like AirBNB. This requirement came into effect in December of 2024. Prior to this, in October of 2024, the Town was informed by the Province that there were 80 STRs within the Town, with 60 falling into the Town's definition of STR. As of March 2025, through the registration process now requiring proof of Development and Building Permits, that number has fallen to 22 STRs, representing a reduction of 63%. This indicates that the intent of the NS Tourist Accommodations Act to ensure STRs were adhering to Town By-laws and Provincial Building Code was successful.



Town Authority

The Town's authority is limited to the powers conveyed by the Municipal Government Act (MGA) to regulate use on land and to enact other by-laws. The current documents permit STRs in all zones that permit a residential use, and categorize this use as a Commercial Use under Section 6.2 of the LUB. Permitted use zones are:

- Lower Density Residential
- Medium Density Residential
- High Density Residential
- Mixed Use Commercial
- General Commercial
- Rural

These Zones represent the majority of the land mass of the Town (63%), and virtually 100% of properties containing dwellings. See **Appendix A** for a map of the Zones that permit STRs.

Next steps

Should Council wish to move towards further regulation of STRs, Staff have identified a number of potential areas for further investigation. These range from LUB amendments to new licensing bylaws:

- Investigate amending the LUB to further restrict STRs by limiting them to primary residences.
- Investigate amending the LUB to further restrict STRs by limiting them to Commercial Use Zones (as is the case with traditional accommodations.)

- Investigate instituting a Short-term Rental Business Licensing by-law to require registration and licensing of STRs within the Town. This would allow for inspections and enforcement by the Town.
- Investigate a new by-law to place caps on the number of STRs permitted within the Town, perhaps through a Short-term Rental Business Licensing by-law.

The Town is also empowered to institute a levy on room nights sold through the NS Tourist Accommodations Act. Staff have been working on a Marketing Levy by-law that would enable a 3% levy chargeable to all room nights sold by an operator within the Town. It should be noted that this levy is not intended to regulate STRs, but to provide a revenue stream to fund tourism related initiatives for the Town. Tourism is an important component of the Town's economy and the *Cultural Tourism Economic Study* is a current Town initiative that is intended to provide a Sustainable Tourism Plan, portions of which may be able to leverage a potential Marketing Levy.

On a final note, Staff note the large reduction of STRs that was achieved by removing illegal or unsuitable STRs through requiring proof of Town by-law compliance in the Provincial STR registration process. It may be advisable to pause any action on this topic while continuing to monitor the registration data and re-assess in spring 2026. STRs do play a role in the tourism industry and limitations on STRs likely need to balance these needs with the needs of Town residents. The Town is currently, with its Municipal partners at MODL, undertaking data collection on housing market data that should allow for a deeper understanding of the current housing market and may be useful for a future study.

Strategic Plan Relevance

- Housing: Direction to support different types of housing development, tenant structures, and affordability.

Relevant Legislation

Nova Scotia Municipal Government Act
 Nova Scotia Tourist Accommodations Registration Act

Financial

Planning Amendments:

Amending the Town's planning documents to limit short-term rentals could be completed in-house, minimizing direct costs. However, this process would require significant staff resources and take approximately six months to complete. There would be no direct impact on the Town's revenue.

Marketing Levy:

The potential revenue from a marketing levy remains uncertain, making it difficult to estimate how much funding would be available for tourism promotion.

Communications

Planning Amendments:

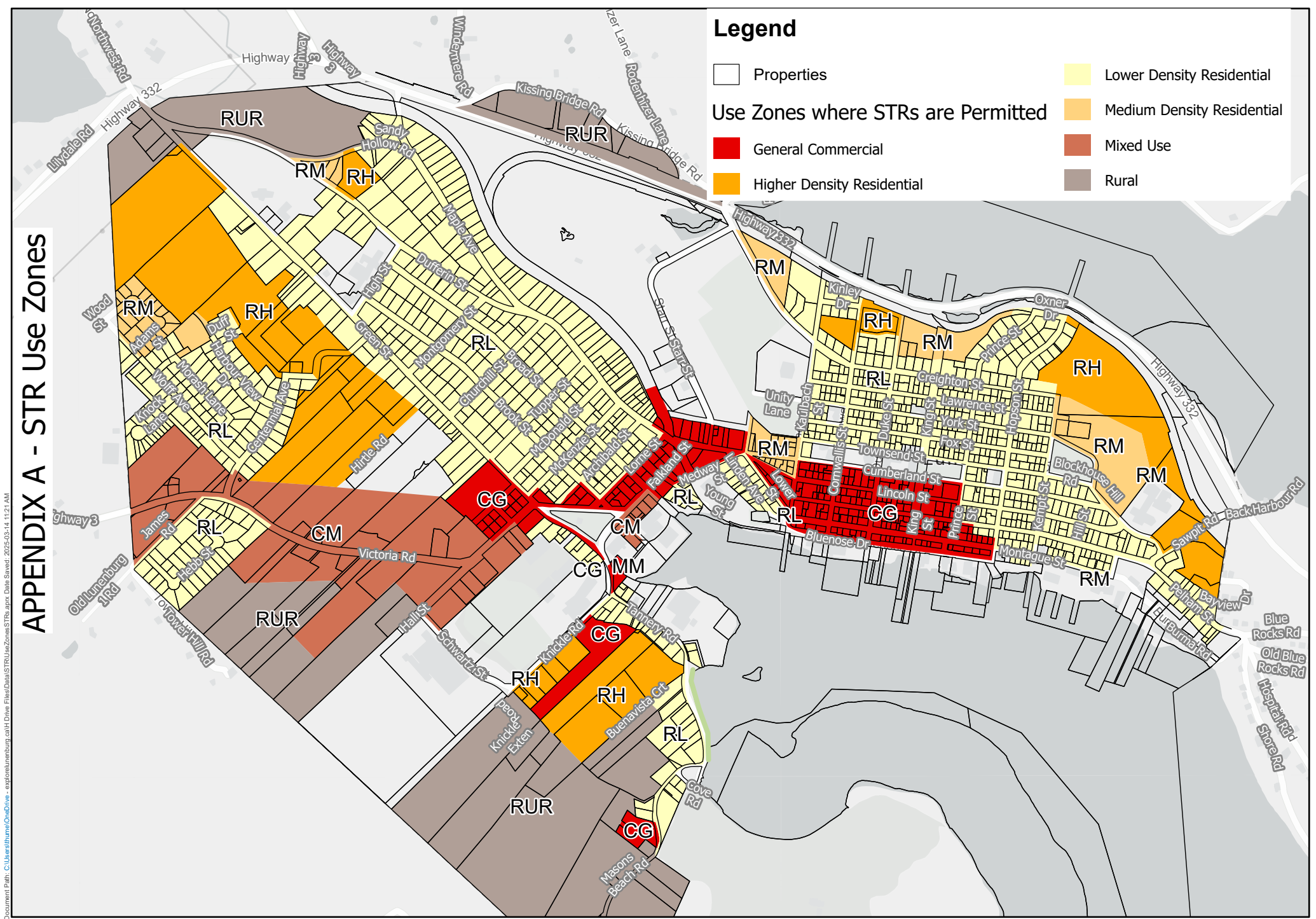
At a minimum, planning amendments would undergo public notice and consultation following the Town's Planning Public Participation Program Policy. This includes review by the Town's Planning Advisory Committee and holding Public Participation Meeting to gather community input on proposed planning document amendments.

Marketing Levy:

Passing a Marketing Levy By-law would require, at minimum, first and second readings by Council. Council may direct staff to undertake additional community consultation to ensure comprehensive public engagement.

Attachments

- A. Use Zones that Permit STR Use Map



Legend

- Properties
- Lower Density Residential
- Medium Density Residential
- Higher Density Residential
- General Commercial
- Mixed Use
- Rural

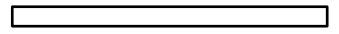
APPENDIX A - STR Use Zones

TOWN OF LUNENBURG STR Use Zones

North



500



Metres

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Maps are for graphical purposes only. They do not represent a legal survey. While every effort has been made to ensure that these data are accurate and reliable within the limits of the current state of the art, the Town of Lunenburg cannot assume liability for any damages caused by any errors or omissions in the data. Users of our maps and other analysis products are solely responsible for interpretations made from these products.

Subject: Noise By-law amendments
Prepared by: Kayla Byrne, Legislative & Policy Advisor
Shania MacLeod, Bylaw/Special Constable Officer



Date: April 1, 2025 – COTW
April 8, 2025 – *proposed first reading*
April 22, 2025 – *public hearing & proposed second (final) reading*

Recommendation

That Committee of the Whole refer the Noise By-law amendments to a Regular Council meeting for first reading.

Alternatives

- Suggest edits to the proposed draft by-law
- Take no action on this item and continue to use the current by-law

Background

The current [Noise By-law \(By-law #58\)](#) has wording issues that make enforcement difficult, especially in Section 3. The language is too broad and vague, making it hard to consistently determine what qualifies as a violation. This lack of clarity has led to challenges when trying to enforce the by-law and defend those actions if they're disputed.

As we approach the busy summer season, staff are seeking to have clear definitions and enforceable standards in place to effectively respond to noise complaints and provide consistent service to the community.

Discussion

Instead of just fixing a couple of definitions, staff took a thorough look at the whole Noise By-law to find areas that needed improvement or clarification. The goal was to make sure the by-law is clear, enforceable, and practical to use.

Staff are proposing these changes to Council for consideration. The main changes are highlighted in the following table:

Section	Current By-law	Proposed Updated By-law	Changes/Improvements
General Prohibitions	Broad statement on disturbing neighbourhood tranquility.	Detailed list of what qualifies as excessive or disruptive noise.	Improved clarity and enforcement; eliminates ambiguity and

			reduces subjectiveness through well-defined condition
Objective Measurement Standards	Uses “audible at a point of reception.”	100 feet (30.5 meters) rule during Quiet Hours.	Clearer enforcement standard; easier to measure and user-friendly
Exemptions	Council approval required for each exemption request	Streamlined: CAO handles activities under 14 days, Council only sees requests over 14 days	More flexible and accessible exemption process. Streamlines special events and film permit applications
Enforcement (NEW)	Managed by Town’s policing provider.	Enforcement handled by By-law Enforcement Officers with clear authority to issue warnings, compliance orders, and tickets.	Allows officers to act as witnesses, protecting complainant confidentiality. Stronger legal support for court cases.
Penalties	Single fine of \$237.20	First Offence: \$237.50 Subsequent Offences: \$500 each.	Improved deterrence through progressive fines.

Relevant Legislation

- Municipal Government Act

Financial

There is no financial impact associated with approving the proposed new Noise By-law.

Communications

If the proposed Noise By-law receives first reading, it will be advertised on the Town’s website and social media pages. The notice will outline the proposed changes and inform the public about the upcoming public hearing, where community members can provide their input before Council considers the by-law for final approval.

If the by-law is approved, a notice will be placed in a local newspaper as required by legislation. Staff will also share the new by-law through the Town’s online channels and explore ways to effectively remind residents about the by-law, including seasonal reminders or educational materials.

Attachments

Draft Noise By-law

Town of Lunenburg

NOISE BY-LAW

A By-law to Regulate Noise within the Town of Lunenburg

WHEREAS Section 172(1)(d) of the Municipal Government Act, R.S.N.S. 1998, c. 18 provides that the Council of the Town of Lunenburg may make by-laws respecting nuisances, activities, and things that, in the opinion of the Council, may be or may cause nuisances;

AND WHEREAS it is the desire of the Council of the Town of Lunenburg to promote the peace, comfort, and enjoyment of its residents by regulating and prohibiting excessive and unreasonable noise within the Town;

NOW THEREFORE, the Council of the Town of Lunenburg enacts as follows:

1. TITLE

This By-Law is titled the "Noise By-Law".

2. PURPOSE

The purpose of this By-law is to protect the residents of the Town of Lunenburg from excessive and unreasonable noise that interferes with the peace, comfort, and enjoyment of their properties, while allowing reasonable noise-generating activities essential for business operations, public events, and community life.

3. DEFINITIONS

For the purposes of this By-law, the following definitions will apply:

"Approved Event" is an event that has received permission from the Town of Lunenburg or other relevant authority to operate within the Town, including festivals, parades and community events,

"By-law Enforcement Officer" is a person appointed by the Town of Lunenburg to enforce the provisions of this By-law.

"CAO (Chief Administrative Officer)" is the individual appointed by the Town Council as the Chief Administrative Officer or their designate.

"Combustion Engine" is an engine powered by burning fuel to produce mechanical energy.

"Construction" includes erection, alteration, repair, dismantling and demolition of structures and includes structural maintenance, hammering, land clearing, moving of earth, rock or felled

trees, rock breaking, grading, excavating, the laying of pipe or conduit whether above or below ground level, working with concrete, alteration or installation of any equipment, the structural installation of construction components or materials in any form whatsoever, the placing or removing of any construction related materials and includes any related work, but does not include blasting;

“Construction Equipment” means any equipment or device designed and intended for use in construction or material handling including but not limited to air compressors, air tracks, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, backhoes, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders and other material handling equipment;

“Dwelling Unit” is A self-contained unit designed for residential occupancy and containing sleeping, cooking, and sanitary facilities for the use of its occupants.

“Emergency Response Personnel” are Individuals acting on behalf of police, fire, ambulance, or other emergency services performing their official duties.

“Exemption” is permission granted by the CAO, their designate, or Council allowing activities otherwise prohibited under this By-law.

“Excessively loud or disruptive” and “unreasonably disturbs” means noise that meets one or more of the following conditions:

- The noise causes physical vibrations or rumbles that can be felt on neighbouring properties.
- The noise is so loud that it prevents normal conversation within a neighbouring dwelling unit with windows closed.
- The noise includes excessive shouting, profanity, or disruptive content that is intended to provoke or disturb others.
- The noise continues persistently and at high volume without reasonable breaks during the permitted hours (e.g., continuous amplified music for more than 3 hours without an intermission).

“Motor Vehicle” is a vehicle powered by an engine or motor, including cars, motorcycles, trucks, and off-road vehicles.

“Noise Exemption Application” is a formal application submitted to request permission for activities that may exceed permissible noise levels as outlined in this By-law.

“Permitted Hours” is the period between 7:00 a.m. and 11:00 p.m. during which activities generating noise are generally allowed.

“Pneumatic Device” is any tool, instrument, or equipment operated by compressed air or gas, including but not limited to pneumatic drills, hammers, impact wrenches, and air compressors.

“Quiet Hours” is the period between 11:00 p.m. and 7:00 a.m. during which stricter noise standards apply.

“Reasonable” is noise that does not meet the criteria for “excessively loud or disruptive” or “unreasonably disturbs”.

“Registered Business” is a business operating within the Town of Lunenburg that is duly registered and licensed under applicable federal, provincial, and municipal laws.

“Town” is the Town of Lunenburg.

4. GENERAL PROHIBITIONS & NOISE STANDARDS

No person will make or cause noise that is excessively loud or disruptive or unreasonably disturbs the peace, comfort, or enjoyment of another person's property.

Noise is considered “excessively loud or disruptive” or “unreasonably disturbs” if it meets one or more of the following conditions:

- 1. Physical Vibrations:** The noise causes physical vibrations or rumbles that can be felt on neighbouring properties.
- 2. Interference with Conversation:** The noise is so loud that it prevents normal conversation within a neighbouring dwelling unit with windows closed.
- 3. Provocative or Disturbing Content:** The noise includes excessive shouting, profanity, or disruptive content intended to provoke or disturb others.
- 4. Prolonged High Volume:** The noise continues persistently at high volume without reasonable breaks during the permitted hours (e.g., continuous amplified music for more than three hours without an intermission).
- 5. Audibility Beyond Property Line During Quiet Hours:** During Quiet Hours (11:00 p.m. to 7:00 a.m.), noise that is clearly audible 100 feet from the property line or within a neighbouring dwelling unit with windows closed is presumed to be excessively loud or disruptive.

The above prohibition applies to all noise-generating activities, including those by registered businesses or approved events. However, the restriction on continuous noise lasting more than

three hours without reasonable breaks does not apply to registered businesses or approved events operating under valid permissions as outlined in Sections 6 and 7 of this By-law.

A full list of prohibited activities is found in Schedule A. Activities listed in Schedule A include:

- Always-Prohibited Activities: These activities are prohibited at all times, regardless of the hour.
- Time-Restricted Activities: These activities are only prohibited during quiet hours (11:00 p.m. to 7:00 a.m.)

6. FIXED EXEMPTIONS

This By-law does not apply to:

1. Emergency Services:

- Noise created by emergency response personnel performing their duties.
- Noise made by individuals acting at the request of emergency response personnel during an actual or apparent emergency.
- Noise from emergency response vehicles and air ambulances is specifically exempt.

2. Traditional, Festive, and Religious Activities:

- Sound associated with traditional, festive, or religious activities celebrating:
 - Canada Day,
 - New Year's Eve,
 - Religious holidays, and
 - Remembrance Day.
- Sound from calls to worship, ringing of bells at places of worship, or religious services.

3. Government and Utility Operations:

- Noise produced by activities of the Town, Government of Canada, Province of Nova Scotia, Nova Scotia Power Inc., and telecommunication companies, including contractors and employees, when performing their official duties.

4. Public Recreation and Maintenance:

- Noise associated with organized athletic or recreational activities at municipal facilities.
- Noise from maintenance or improvement of these properties, including grooming, tilling, mowing, and contouring of grass and soil.

5. Community Events:

- Noise generated by festivals, parades, and other community events approved by the Town or as part of permitted special events.

6. Audible Pedestrian Signals:

- Noise produced by pedestrian crossing signals.

7. Garbage Collection:

- Noise from garbage trucks operating between 6:00 a.m. and 10:00 p.m.

8. Waterfront Operations:

- Noise from transport trucks, including refrigerated trucks, servicing fishing firms on or near the waterfront in the Town of Lunenburg.

7. REGISTERED BUSINESS OPERATIONS

Reasonable noise generated by Registered Businesses within the Town of Lunenburg between 7:00 a.m. and 11:00 p.m. is permitted, provided it does not meet the criteria for “excessively loud or disruptive” noise as outlined in the General Prohibitions & Noise Standards section of this By-law.

Activities considered “reasonable” include but are not limited to:

(a) General Business Operations: Normal customer interactions, maintenance tasks, and equipment use necessary for business operations.

(b) Playing Recorded Music: Background music outside of businesses (e.g., shops, cafes) at volumes that do not meet the criteria for “excessively loud or disruptive”.

(c) Live Musical Performances or Entertainment: Live music or entertainment between 7:00 a.m. and 11:00 p.m., which may be audible from neighbouring properties but must not meet the criteria for “excessively loud or disruptive” noise.

The restriction on continuous noise lasting more than three hours without reasonable breaks does not apply to Registered Businesses operating under valid permissions as outlined in this By-law.

8. REQUESTING AN EXEMPTION

Members of the public may request exemptions to this By-law if their activities exceed permissible noise levels or occur outside permitted hours. Exemptions are granted on a case-by-case basis, with approval authority divided as follows:

8.1 Approval Authority

(a) Approval by CAO or Designate (14 Days or Less):

- The CAO or their designate may approve exemptions for activities lasting 14 days or less.

(b) Approval by Council (More Than 14 Days):

- Council approval is required for activities lasting more than 14 days.
- A public hearing will be held at a regular Council meeting to allow for public input, as outlined in Section 8.4.

(c) Fallback Clause:

- Any application that, in the opinion of the CAO, presents unique or significant community-wide impacts may be referred to Council for approval, regardless of duration.

8.2 Exemption Application Process

Applicants must submit a completed “Noise Exemption Application” at least 10 days before the proposed activity.

For Council-approved exemptions, the application will be included in the public agenda package.

8.3 Criteria for Approval

When reviewing an application, the approving authority (CAO, designate, or Council) will consider:

- The social or commercial benefit of the activity to the Town.
- The volume, nature, duration, and consistency of the noise.
- The hours of operation and overall duration of the activity.
- The proximity and nature of nearby properties.
- Measures proposed by the applicant to minimize noise disturbance.
- Any previous complaints related to the applicant or activity (Council consideration only).

8.4 Public Notice and Input Requirements

(a) Short-term Activities (CAO Approval):

- Notice of approved short-term activities will be posted on the Town’s social media channels and official website.

(b) Long-term Activities (Council Approval):

- A public hearing will be held at a regular Council meeting to allow for public input.
- Notice of the application and public hearing must be:
 - Posted on the Town’s social media channels and official website.
 - Sent by regular mail to property owners within 100 meters of the proposed activity.
 - Published at least 10 days before the public hearing.
- Approved long-term exemptions will be posted on the Town’s social media channels and official website.

8.5 Exemption Request Appeals

If an exemption is denied or if a party disagrees with the conditions, an appeal may be made to Council within seven business days of the decision. Council will hear the appeal at the next regular meeting or a special meeting called for that purpose.

9. ENFORCEMENT OF BY-LAW

This By-law is primarily enforced on a complaint basis. However, By-law Enforcement Officers may also take action if they observe a violation of this By-law during routine patrols or while performing other official duties.

Any By-law Enforcement Officer appointed by the Town may enter upon private property at any reasonable time for the purpose of investigating and enforcing the provisions of this By-law.

In a prosecution for a violation of this By-law, evidence that one person, including a By-law Enforcement Officer, is unreasonably disturbed by prohibited noise is sufficient to establish a violation of this By-law.

Where a By-law Enforcement Officer determines that a violation has occurred, they may issue:

- A verbal or written warning.
- A written compliance order requiring the noise to cease or be reduced to acceptable levels.

10. PENALTIES

Failure to comply with a warning or compliance order issued by a By-law Enforcement Officer may result in the issuance of a Summary Offence Ticket. Fines for violations of this By-law are as follows:

- First Offence: \$237.20
- Subsequent Offences: \$500.00 for each subsequent violation.

11. APPEAL OF COMPLIANCE ORDERS AND TICKETS

Any person who receives a compliance order or ticket may submit an appeal to the Chief Administrative Officer (CAO) or their designate within seven business days of the decision.

Appeals must be submitted in writing and should include:

- Identification of the decision being appealed.
- A brief explanation of the grounds for the appeal.
- Any supporting information the appellant wishes to provide.

The CAO or their designate will review the appeal and may uphold, modify, or overturn the decision. The decision of the CAO or their designate will be final.

12. REPEAL

By-law #58, known as the “Noise By-law”, and any changes made to it, are repealed when this By-law comes into effect.

SCHEDULE A

PROHIBITED ACTIVITIES

The following activities are strictly prohibited at all times within the Town of Lunenburg:

- The operation of any combustion engine or pneumatic device without a proper muffler in good working order.
- The operation of vehicles resulting in banging, clanking, squealing, or other disruptive sounds due to an improperly secured load or inadequate maintenance.
- The operation of motor vehicle horns or other warning devices except where required by law or for safety practices.
- The discharge of firearms except when used as a signaling device in sporting competitions with blank ammunition.
- The operation of construction equipment in residential zones without effective muffling devices in good working order.
- The release of private fireworks and similar aerial pyrotechnics.
- Shouting, outcry, or amplified sound for selling or advertising goods or services.

Time-Restricted Activities (Schedule A)

The following activities are prohibited before 7:00 a.m. or after 11:00 p.m. on any day of the week:

- The use of power tools for domestic purposes outdoors (e.g., lawn mowers), excluding snow removal equipment.
- Yelling, shouting, hooting, singing, or playing musical instruments that can be heard from another dwelling.
- The operation of sound systems, televisions, radios, or similar devices that are audible beyond the property from which the noise originates.
- Construction or use of construction equipment, except when used on a highway.

Subject: Prioritizing the Motion Action List
Prepared by: Kayla Byrne, Legislative & Policy Advisor
Date: April 1, 2025 – COTW



Recommendation

Request for Direction: That Committee of the Whole review the Motion Action List and provide direction on:

- Whether the listed priorities and timelines are accurate and realistic.
- If there are other items that should be prioritized.
- If some items should be moved ahead of others, considering department capacity and the importance of a coordinated, efficient approach.

Recommendation: That Committee of the Whole recommend that Council confirm the revised Motion Action List at future Regular Meeting.

Alternatives

- Request more information before making changes
- Defer making a decision

Background

The Motion Action List was created in 2023 to keep track of Council motions and progress. Before the October 2024 municipal election, the list was regularly included in public agendas so Council could easily see updates and track outstanding items.

After the election, staff paused including the Motion Action List in agendas to give the new Council time to review and establish its priorities. Some items from the previous Council remain on the list, and staff have provided recommendations on which items could proceed, be revised, or be removed. While it is ultimately Council's decision on how to move forward, staff believe including recommendations is helpful to support Council's decision-making. Staff will continue using the list internally, but it can be added back to public agendas if Council finds it useful.

Discussion

The Motion Action List currently includes 27 items. Staff have identified some priority items with specific target dates, while others don't have firm timelines yet. To effectively manage resources and keep things moving, staff are seeking direction and confirmation on how to proceed.

Taking a broader, coordinated approach to addressing priorities can help ensure related items are managed more effectively and consistently. For example, in view of the required LUB/MPS 5-year review which would be slated for 2026 if that schedule is followed, integrating the related work into multiple LUB amendments can reduce duplicated effort and improve consistency with overall planning objectives. Addressing these changes as part of a larger review, rather than through individual amendments over time, helps avoid inconsistencies and ensures resources are used effectively. While this approach may require more time initially, it provides realistic timelines and thorough, cohesive outcomes.

The recent Traffic and Parking Study is a good example of how a broader review helped Council identify key priorities for further action. The study provided high-level guidance on various traffic and parking issues, and Council was able to focus on specific recommendations for staff to work on.

Action items and recommendations are within the attached Motion Action List, but have also been categorized as follows:

1. Priority Items with Target Dates:

- Marketing Levy By-law: Planned for introduction at the May 2025 Committee of the Whole (COTW). Staff recommend having this in effect by April 2026.
- Cornwallis Street Renaming: Next COTW discussion scheduled for May 2025.
- Joint Police Advisory Board (Legislative Requirement): Target date: Spring 2025.
- MPS Amendments – DAs on Town Land: Required by August 2025 for Housing Accelerator Fund (HAF) funding.
- Housing Market Study: Target date: Summer/Fall 2025.
- Sustainable Infrastructure Fund: Related to the HAF initiative, required by February 2026.
- Affordable Housing Policy: Related to the HAF initiative, required by February 2026.

2. Priority Items Without Firm Dates (TBD):

Determining timelines for these items will depend on resources, budget approvals, and staff capacity.

- LUB & MPS Amendment: On-site parking.
- LUB Amendments: Main Street Form Zone.
- LUB Amendment: On-site parking (expanded motion addressing Salt Meadow subdivision and apartment buildings).
- LUB Amendment: Zoning change for Salt Meadows Subdivision.
- Reducing Speed Limits.
- Traffic and Parking Budget Considerations.

3. Low or No Priority Items from Previous Council:

These items were initiated by the previous Council and haven't moved forward. Staff is looking for Council to confirm whether these should stay on the list:

- Community Grants Policy Amendment.
- Streets By-law Review.
- Municipal Archive.
- Property Standards/Dangerous and Unsightly Policy.

4. Items Recommended for Removal:

Based on staff's assessment, it is recommended that the following items be removed from the list:

- Lunenburg RV Park and Campground Benefits.
- NSUARB application to amend Regulation 5.14.
- Canada Housing Infrastructure Fund.
- Pest Control Measures Bylaw.
- ICOMOS Canada Letter (completed).

Financial

The prioritization of the Motion Action List will have implications for departmental budgets and resource allocation.

Communications

If Council wishes to include the Motion Action List in regular public agendas moving forward, this could enhance accessibility and provide clear updates on outstanding items.

Attachments

Motion Action List

MOTION ACTION LIST

TITLE	REQUESTED DATE	COUNCIL MOTION OR DESCRIPTION	RESPONSIBLE	TARGET DATE/PRIORITY	STATUS & UPDATES
Community Grants Policy Amendment	Sept. 26, 2023	Amend the Community Grants Program Policy to add criteria for Lunenburg students needing extra funds for provincial or national recreational or cultural activities, allocating \$2,000 from the Community Grants Fund exclusively for qualifying student applicants.	Staff	Low Priority (2025 intake period is already underway)	Does Current Council want to pursue this?
Lunenburg RV Park and Campground Benefits	Sept. 26, 2023	CAO will seek detailed financial and community benefit reports from the Lunenburg Board of Trade about the Lunenburg RV Park and Campground.	CAO	To be completed after Economic Impact Study Staff recommendation: Remove	Council approved 10-year lease Cultural Tourism Plan and EIS deliverables expected to touch on this.
Marketing Levy By-law	2024	Bring forward a draft Marketing Levy By-law for first reading.	Community Development/Municipal Clerk	Priority Target Date: April 2026	Introduction at May 2025 COTW. Scheduled
Joint Police Advisory Board	March 26, 2024	Explore the creation of a joint police advisory board with MODL, MODC & TOMB	CAO/ Municipal Clerk	Priority Target Date: Spring 2025	Only MODL has expressed interest. Exploring a joint board with MODL is being actively being worked on.

					*This is a legislative requirement
Short Term Housing Report	April 9, 2024	Prepare a comprehensive report on the Town's responsibilities and options concerning short-term housing. This report should address potential taxing and zoning options and an evaluation of both positive and negative impacts of short-term housing within TOL.	Community Development	Intro. Report to be presented at April 1, 2025 COTW.	
Sustainable Infrastructure Fund	April 23, 2024	Revise the Street Extension Policy and create a Sustainable Infrastructure Fund in 2024/25. That Council defer reviewing cost-sharing requests made under the Street Extension Policy until after the Sustainable Infrastructure Fund is created.	Community Development	Housing Accelerator Fund (HAF) initiative Target Date: Required by August 31, 2025	
NSUARB application to amend Regulation 5.14	April 23, 2024	Amend Electric Utility Regulations to include energy storage alongside renewable low-impact generators, limited to devices with a capacity of 27kW or less.	Finance	Staff recommendation: Remove	This was a request from ABCO contingent on ABCO paying for the amendments, but no follow-up from them has been received.
Canada Housing Infrastructure Fund	April 23, 2024	Review the Canada Housing Infrastructure Fund for financing the next phase of the Town's stormwater/wastewater separation. If it aligns with the fund's criteria, submit an application.	Finance & Public Works	Staff Recommendation: Remove	Stormwater Separation Masterplan contract was awarded on Jan.28. 2025. Staff will continue to

					explore any available funding
Streets By-law Review	May 14, 2024	Review all by-laws and policies governing Town streets, including street rights-of-way, and prepare a report for Council.	Multi-departmental	No priority set	Original intent was to consider this after Traffic and Parking study. This study was presented to Council at the Jan. 28, 2025 meeting Does Current Council want to pursue this?
Pest Control Measures Bylaw	May 28, 2024	Draft regulations mandating pest control measures for all building demolitions within the Town of Lunenburg.	Community Development	Staff recommendation: Remove	This was in response to a letter from one resident. There have been no other request or complaints related this item. Staff do not believe this is a priority item. Does Current Council want to pursue this?
Municipal Archive	May 28, 2024	Explore the creation of a Municipal Archive.	Community Development/ Municipal Clerk	Low Priority	Does Current Council want to

					<p>pursue this?</p> <p>This could be built into plans for any future grant opportunities and related work/Renovation projects for Town Hall etc.</p>
Paid Parking Infrastructure	May 28, 2024	Prepare a report on paid parking infrastructure, which accepts various payment options for consideration in conjunction with the 2025/26 budget deliberations.	Multi-departmental	Upon completion of Traffic and Parking Study	<i>*to be included in budget</i>
Property Standards/ Dangerous and Unsightly Policy	June 25, 2024 Updated Direction: Sept. 3 COTW	<p>Create a comprehensive property/ dangerous and unsightly by-law that also includes lawn standards, following the presentation of vegetation standards by-law to allow for lawn naturalization.</p> <p>Sept. 3, 2024 COTW direction: Develop a Dangerous and Unsightly Premises Policy that includes clear grass height restrictions; flexibility for lawn naturalization with appropriate safeguards against hazards; a refined definition of "unsightly"; reasonable compliance timelines, and provisions for the town to take remedial action if needed.</p>	Municipal Clerk	Low Priority	<p>Council provided further direction on what they would like included in this policy at the Sept. 3, 2024 COTW.</p> <p>Does Current Council want to pursue this?</p>
MPS Amendments: DAs on Town Land	Original motion: July 16, 2024 Updated motion: Jan. 7, 2025 COTW	<p>Original motion: Amend the Municipal Planning Strategy, allowing development agreements with potential purchasers of the lower slopes of Blockhouse Hill.</p> <p>Jan. 7, 2025 COTW motion: Refer the proposed amendments to the Municipal Planning Strategy (MPS), as outlined in</p>	Community Development	Priority Target Date: Required by August 31, 2025	This is a milestone that needs to be achieved for HAF agreement.

		Attachment A, to Council for consideration, enabling the use of development agreements on lands throughout the Town.			
LUB Amendments: Main Street Form Zone	Aug. 13, 2024	Prepare a report with recommendations for revising the Land-Use By-law's Main Street Form Zone requirements, with the aim of encouraging more varied development within this zone	Community Development	TBD	For consideration, to include in upcoming LUB/MPS 5-year review work (2026)(See MPS Policy 6-21)
Cornwallis Street Renaming	Dec. 10, 2024	Cease work on the renaming of Cornwallis Street subject to Council re-evaluation.	Municipal Clerk	Priority	Next COTW discussion expected at May 2025 COTW – looking at next steps.
Housing Market Study	Jan. 14, 2025	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.	Community Development	TBD	MODL is responsible for issuing RFP and this financial contribution will be included in 2025/26 budget.
Parking & Traffic Study Recommendation	Jan. 28, 2025	Work towards collaborating with the Municipality of the District of Lunenburg and the local MLA to work towards the recommendation identified in the Parking and Traffic Study regarding safety improvements at the intersection of Route 332 and Trunk 3.	Community Development / Public Works	No priority set	

LUB Amendment: on-site parking	Original motion: Feb. 27, 2024 Expanded motion: Jan. 28, 2024	Original: That Council direct staff to work on a proposed amendment to the Land Use By-law (LUB) to enable up to five on-site parking spaces in front yards. Expanded: That staff to expand their review beyond the motion passed on February 27, 2024, which directed staff to work on a proposed amendment to the Land Use By-law (LUB) to enable up to five on-site parking spaces in front yards, and further explore additional options to address parking challenges in the Salt Meadow subdivision and the apartment buildings in that neighbourhood.	Community Development	TBD	For consideration, this work could form part of overall, comprehensive LUB/MPS 5-year review (2026). See MPS Policy 6-21.
LUB Amendment: Zoning change Salt Meadows Subdivision	Feb. 11, 2025	That staff begin the planning process to consider amending the Land Use By-law to change the zoning of the Salt Meadow subdivision from Medium Density to Low Density, consistent with the intent and configuration of the original property development plan.	Community Development	TBD	For consideration, this work could also form part of overall, comprehensive LUB/MPS 5-year review (2026). See MPS Policy 6-21.
Affordable Housing Policy	Feb. 25, 2025	That Council reconfirm its commitment to the development of an Affordable Housing Tax Forgiveness Policy, and that an updated draft policy be presented at a future meeting for Council's consideration.	Community Development	Housing Accelerator Fund (HAF) initiative Target Date: Required by Feb. 28, 2026	
ICOMOS Canada Letter	March 4, 2025 COTW	Staff to respond to the letter from ICOMOS Canada.	Community Development	Staff recommendation: Remove	Complete

Washrooms at Lunenburg Academy	March 4, 2025 COTW	Staff to explore the feasibility and cost estimates for a washroom solution at Lunenburg Academy.	Public Works/ Finance	No priority set	
Reducing Speed Limits	March 4, 2025 COTW	Staff to research the requirements for lowering speed limits below 50 km/h in the Town of Lunenburg and provide a report with recommendations as to where speed limits could be lowered.	Public Works	Priority Target Date: TBD	
Traffic and Parking Budget Considerations	March 4, 2025 COTW	Staff to bring forward cost estimates for the following initiatives as part of the 2025/26 budget deliberations: <ul style="list-style-type: none"> • Reconfiguration of the Community Centre parking lot • Accessible parking considerations • Paid parking options <i>*if this is too much perhaps this considered in a different year per Council discussion</i> • Consistent signage improvements 	Multiple Departments	Priority. Target Date: TBD (contingent on budget)	Some of these items will be included in the upcoming Capital Budget.
Parks Canada Historic Sites and Monuments Board of Canada application	March 11, 2025	Staff to explore an application to the Parks Canada Historic Sites and Monuments Board of Canada for review of the National Historic Site designation, and that a report on a possible application be presented at a future meeting.	Community Development	Priority Target Date: May 2025	