

**COMMITTEE OF THE WHOLE MINUTES
TOWN OF LUNENBURG**

September 2, 2025 | 6 pm
Lunenburg Town Hall - Council Chamber



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- Present** Mayor Jamie Myra, Deputy Rachel Bailey, Councillors Alex Greek, Debbie Dauphinee, Renea Babineau, Gale Fullerton, Alison Strachan
- Also present** Paul Nopper, CAO
Tyson Joyce, Director of Public Works
Marc Kiely, Director of Community Development
Kayla Byrne, Municipal Clerk
- Call to Order** The Chair called the meeting to order at 6:00 p.m.
- Land Acknowledgment** The Chair recognized Lunenburg’s location on the unceded territory of the Mi’kmaq people.
- Approval of Agenda** Moved and seconded that Committee of the Whole approve the agenda for the September 2, 2025 meeting as presented.
Motion carried unanimously
- Approval of Minutes** Moved and seconded that Committee of the Whole approve the minutes from the April 29, 2025 meeting as presented.
Motion carried unanimously
- Moved and seconded that Committee of the Whole approve the minutes from the May 6, 2025 meeting as presented.
Motion carried unanimously
- Correspondence - Veteran’s Memorial Crosswalk** Council considered a request to install a veterans memorial crosswalk in town, ideally in place for Remembrance Day. Staff highlighted that while similar crosswalks are common in other communities, there are considerations around risk management, liability, paint types, and placement. Concerns were noted from the Department of Transportation regarding impacts on accessibility and safety, including possible slip hazards.
- Councillors discussed possible design options (including using Bridgewater’s template), suitable locations near the cenotaph, and the importance of communication with the community. It was suggested that the matter also be reviewed by the Accessibility Advisory Committee.
- Council agreed to table the matter until October, when staff will return

with the additional information.

Snow Removal Policy Updates

Council reviewed a staff report recommending amendments to the Town's Snow Removal Policy to explicitly clarify that snow clearing services will not be provided on private roads or driveways, and to formally discontinue the long-standing practice of servicing Bonavista Court and Knickle Road Extension.

Staff noted that while the Town has historically ploughed and salted these two private roads on a call-in basis for several years, this practice is inconsistent with the current policy, introduces safety and liability risks, and is not typical of municipal services in Nova Scotia.

Councillors expressed differing views: some supported discontinuation for fairness and liability reasons, while others favoured a grandfathered arrangement given the long history, significant property taxes paid, and the residents' limited access to other municipal services.

Staff are expected to bring back an updated report for Council consideration that outlines options for a grandfathered agreement for Bonavista Court and Knickle Road Extension, including revised rates that reflect actual costs plus an appropriate markup; considers adding conditions such as requiring acceptable road conditions and/or a right of refusal for unsafe circumstances; clarifies amendments to the policy to prevent future servicing of additional private roads.

Sustainable Infrastructure Fund Grant Program

Council considered staff's request for input on designing a cost-sharing grant program related to the street service extension policy and to be funded through the CMHC Housing Accelerator Fund.

Direction from discussion included:

- Intake process: Council members expressed clear preference for case-by-case review of applications (rather than fixed intake dates). This would give flexibility and allow adjustments as the program evolves. Smaller-scale requests could be delegated to the CAO.
- Eligibility: Strong support to limit funding to multi-unit residential projects, excluding single-unit dwellings.
- Town's share of costs: General agreement to keep the Town contribution capped at 50% for private developers. Council indicated an openness to a higher contribution (75/25 split) for non-profit or co-operative housing projects.

- Funding allocation: Council supported initially allocating about \$200,000 to the program and then reviewing uptake over time.
- Per-project caps: Councillors indicated they would not like a hard cap at the outset.

Staff will return with a draft revised policy for Council's review at an upcoming meeting.

Affordable Housing
Tax Relief Policy

Council provided direction on the design of an Affordable Housing Tax Relief Policy.

Councillors indicated a preference for Model A with a step-down schedule over a fixed flat rate, with a shorter overall term (10 years, not 15).

Staff will return with a draft revised policy for Council's review at an upcoming meeting.

Recess

The Chair called a recess from 7:19 p.m. until 7:28 p.m.

Prioritizing the
Motion Action List

Council reviewed the Motion Action List and prioritized each item, ranging from three-month, six-month and beyond. A final version of the prioritized list is expected to be reviewed at an upcoming meeting.

Adjournment

There being no further business, the September 2, 2025 Committee of the Whole meeting adjourned at 8:19 p.m.

Minutes were read and approved.