

TOWN OF LUNENBURG
COMMITTEE OF THE WHOLE MEETING AGENDA
Tuesday, September 01, 2026 | 6 pm
Lunenburg Town Hall – Council Chamber
120 Townsend Street



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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 September 01, 2026 Committee of the Whole Meeting Agenda

Recommendation: That Committee of the Whole approve the agenda for the September 1, 2026 meeting as presented.

5. APPROVAL OF MINUTES

5.1 May 5, 2026 Committee of the Whole Meeting Minutes

Recommendation: That Committee of the Whole approve the minutes from the May 5, 2026 meeting as presented.

6. PRESENTATIONS

7. CORRESPONDENCE

Correspondence items included on the agenda have been submitted for Council's information and do not imply endorsement by the Town. The content of correspondence reflects the views of the author and has not been independently verified. Should Council wish to take action on an item, a motion must be made.

8. BUSINESS ARISING AND UNFINISHED BUSINESS

9. NEW BUSINESS

9.1 Ice Allocation Policy

Recommendation: That Committee of the Whole refer the Ice Allocation Policy to a Regular Council meeting for approval.

9.2 Noise By-Law Report and Discussion

Recommendation: That Committee of the Whole use the report for information and discussion.

9.3 Lunenburg Athletic Facility Fund (LAFF) Potential Changes

Recommendation: That Council provide direction regarding the acceptance of donations from a capital dividend account.

Not approve the request.

Grant an alternative amount through the LAFF.

10. NOTICES OF MOTION, INFORMATION REQUESTS AND COUNCILLOR REPORTS

11. MOTION ACTION LIST

12. CLOSED SESSION

12.1 Contract Negotiations

13. ADJOURNMENT

**COMMITTEE OF THE WHOLE
TOWN OF LUNENBURG**

May 5, 2026 | 6 pm

Lunenburg Town Hall - Council Chamber



Present	Mayor Jamie Myra, Deputy Rachel Bailey, Councillors Debbie Dauphinee, Alex Greek, Renea Babineau, Gale Fullerton and Alison Strachan
Also present	Paul Nopper, CAO Tyson Joyce, Director of Public Works Kayla Byrne, Municipal Clerk Alan Howell, Senior Planner Jamie Deans, Communications & Events Coordinator
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 May 5, 2026 meeting as amended. Motion carried unanimously
Approval of Minutes	Moved and seconded that Committee of the Whole approve the minutes from the April 7, 2026 Committee of the Whole meeting as presented. Motion carried unanimously
Presentation: Residential Rental Market Survey Housing Needs Assessment	Council received a presentation from on the 2025 Residential Rental Market Survey completed for Lunenburg County and its municipalities. The presentation provided an overview of regional and local rental market conditions, including vacancy rates, affordability challenges, housing demand, and projected future housing needs. The presentation highlighted ongoing pressures in the rental housing market, including limited housing availability, rising rental costs, and challenges related to affordable housing supply. Discussion also addressed the distinction between private market and non-market housing, as well as the importance of regional cooperation and government support in addressing housing needs. Council discussion focused on housing affordability, the impact of

short-term rentals on housing availability, limitations of available housing data in smaller communities, and the need for additional affordable and attainable housing options within the Town of Lunenburg.

Review: Municipal
Planning
Documents

Council received a staff report regarding a proposed review of the Town's planning documents and related land use regulations. The report sought direction from Committee regarding the scope of potential amendments, areas of focus for staff review, and the level of public engagement to support the process.

Following the staff report, the following motions were made:

Moved and seconded that Committee of the Whole direct staff to update the Motion Action List to:

- a) Remove the item related to permitting up to five parking spaces in front yards;
- b) Remove the item related to enabling development agreements solely on Town-owned land.

Motion carried unanimously

Moved and seconded that Committee of the Whole direct staff to proceed with the following areas of work:

- a) Develop potential amendments related to discretionary planning tools, including development agreements and site plan approval to be informed by consultation with stakeholders;
- b) Review of all parking provisions, including consideration of parking requirements and cash-in-lieu options;
- c) Analysis of short-term rental regulations, including restricting the use to primary residences as currently defined in the Short-term Rentals Registration Regulations, and options for controls beyond land use regulations, inclusive of licensing approaches; and
- d) Incorporation of staff-identified housekeeping amendments as outlined in Schedule B.

Motion carried unanimously

Moved and seconded that Committee of the Whole direct staff to proceed with Option 2 of the Options as outlined in Schedule C of the staff report to complete the above work.

Motion carried unanimously

As noted in the staff report, Option 2 consists of housekeeping and Council motion amendments.

New Policy: Social Media Policy

Council received a draft Social Media Policy and accompanying administrative procedures intended to formalize the Town's existing practices related to social media use, public communication, comment moderation, and professional conduct.

Discussion focused primarily on the role of social media as an information-sharing tool, challenges associated with public comments and online conduct, impacts on staff and elected officials, and approaches used by other municipalities to manage social media interactions. Committee members also discussed the importance of transparency, public communication, and establishing clear expectations regarding the Town's use of social media platforms.

Council expressed support for further review of the policy and requested that an updated version be brought forward reflecting discussion around disabling public comments on Town social media posts.

Moved and seconded that Committee of the Whole defer consideration of the Social Media Policy and direct staff to bring back an updated draft policy for further consideration at a future meeting, including provisions to disable public comments on Town social media posts by default.

Motion carried unanimously

Councillor Reports

Council members provided brief reports and updates, including recognition of community birthdays, acknowledgement of Red Dress Day, and reflections on attendance at the recent NSFM Conference in Yarmouth. Members noted the value of conference discussions and shared experiences regarding common municipal challenges faced by communities across the province.

Adjournment

There being no further business, the Committee of the Whole meeting adjourned at 8:01 p.m.

Minutes were read and approved.

Subject: Ice Allocation Policy for Lunenburg War Memorial Arena

From: Kristi Tibbo, Director of Recreation & Parklands

Date: July 14, 2026 – Notice
 Aug. 11, 2026 – Decision Deferred
 September 1, 2026, Committee of the Whole



Recommendation

That Council send the Ice Allocation Policy to a Regular Council Meeting for approval.

Alternatives

- Approve the policy with amendments, directing staff to revise specific provisions before implementation.
- Defer consideration pending additional consultation or further review. This option would delay the implementation of a standardized ice allocation framework and continue reliance on existing administrative practices.

Background

The Lunenburg War Memorial Arena is an important municipal recreation facility serving a variety of user groups, including youth organizations, schools, recreational leagues, tournaments, community groups, and individual renters. During peak periods, demand for ice time can approach or exceed available capacity, requiring Administration to balance competing requests for a limited municipal resource.

Historically, ice allocation has been managed through administrative practices that have evolved over time. While these practices have generally supported facility operations, they have not been formally established through a Council-approved policy. The proposed Ice Allocation Policy is intended to provide a consistent framework to guide allocation decisions, establish roles and responsibilities, and outline principles for managing requests when demand exceeds available ice time.

July 14 Update

Council requested the inclusion of the Ice Allocation Matrix and discussed the treatment of Mahone Bay residents within the policy. At that time, Administration had only identified Municipal District of Lunenburg residents as equivalent residents due to the municipality's financial contribution toward arena operations. The Town of Mahone Bay does not currently provide financial contributions toward the operation of the War Memorial Arena.

September 1 Update

Council requested revisions to the policy definitions to improve readability and clarity. Council also requested further review of the policy to reduce potential barriers or unintended marginalization and to support accessibility and participation by a broad range of users. In addition, Council directed that references to neighbouring municipalities be removed from the policy pending future discussions regarding regional funding arrangements. These revisions have been incorporated into the proposed policy.

- Updated Participant Group to Youth Organization
- Updated Resident definition.
- Removal of references to other municipal entities.
- Addition of information on Ice Allocation Matrix.
- Reduction of marginalization.

Discussion

The proposed policy establishes a framework for the allocation of arena ice time and identifies factors that may be considered when competing requests exceed available capacity. The policy outlines user categories, allocation priorities, operational requirements, and expectations related to conduct, facility use, cancellations, insurance, and account standing.

The policy includes an Ice Allocation Matrix that may be utilized when requests from eligible user groups exceed available ice time. The matrix is intended to provide a structured and transparent approach to evaluating requests while considering factors such as participation levels, community benefit, accessibility, residency status, historical compliance, and organizational capacity. The matrix is one tool available to Administration and is intended to support consistency in allocation decisions.

The proposed policy also distinguishes between Council's governance role and Administration's operational responsibilities. Council establishes the policy framework and direction, while Administration is responsible for implementation through administrative procedures, scheduling processes, application requirements, and operational decision-making. This separation allows operational practices to evolve over time while maintaining alignment with Council's approved policy direction.

Ice allocation policies are commonly utilized by Canadian municipalities that operate arenas and recreation facilities. Establishing a formal policy provides documented guidance for Administration, promotes consistency in decision-making, and communicates expectations to facility users. Council may determine whether the proposed policy appropriately balances fairness, accessibility, operational flexibility, and community needs.

Strategic Relevance

- Organizational Capacity: From staffing to sustainable performance.
- Governance and Planning: Turning vision into action.
- Communications and Engagement: Building trust and moving to the next level.
- Infrastructure and Asset Management: Planning for long-term sustainability.

Financial

There are no direct financial implications associated with Council's consideration of the proposed policy. Arena rental fees will continue to be established through Council's approved fee schedule. Any future changes to fees, operating practices, or service levels would be considered separately through Council's budgeting and policy processes.

Attachments

- Proposed Ice Allocation Policy

Report Preparation and Internal Review

Role/Department	Name & Title	Review Type	Reviewed/ Date
Lead Department	Kristi Tibbo, Director of Recreation and Parkland	Originator	July 28, 2026 August 19, 2026
Clerk	Kayla Byrne, Municipal Clerk	Reviewer	July 29, 2026
Chief Administrative Officer	Paul Nopper, CAO	Reviewer	August 3, 2026 August 23, 2026

Ice Allocation Policy – Lunenburg War Memorial Arena

DATE ADOPTED BY COUNCIL:



Policy Statement

The Town of Lunenburg is committed to the fair, transparent, and effective allocation and management of ice time at the Lunenburg War Memorial Arena. The Town recognizes the importance of providing equitable access to arena facilities while balancing community needs, operational requirements, user responsibilities, and the long-term sustainability of the facility.

Purpose

The purpose of this Policy is to establish the principles, priorities, responsibilities, and conditions governing the allocation, booking, and use of ice time at the Lunenburg War Memorial Arena. This Policy provides a framework for equitable access, responsible facility use, and consistent decision-making, while authorizing administrative procedures to support day-to-day operations.

Scope

This Policy applies to the allocation, booking, administration, and use of ice time at the Lunenburg War Memorial Arena. It applies to all organizations, user groups, businesses, schools, and individuals requesting or utilizing ice time at the facility.

Definitions

For the purposes of this Policy:

- **Municipal Programs and Activities** means any programs directly operated by the Town or formally approved by Council through an adopted program, service agreement, or partnership resolution for the benefit of residents and the broader community. Municipal Programs and Activities may include, but are not limited to:
 - Public skating sessions;
 - Learn-to-skate and instructional skating programs;
 - Recreation department programs and camps;
 - Municipal special events and community celebrations;
 - School programs coordinated through the Municipality;
 - Council-approved community initiatives;
 - Activities delivered through municipal partnerships or service agreements.

For this policy, Municipal Programs and Activities shall receive priority ice allocations as determined by Council and the Municipality's recreation service objectives.

- **Tournament and Special Event** means a recreational, cultural, community, or sporting event that is scheduled outside regular seasonal ice allocations and may require dedicated ice time, staffing, or facility resources.
- **Youth Organizations** means a non-profit organization that:
 - Is based within the Town of Lunenburg;
 - Primarily provides programming for youth (18 years of age and under);
 - Provides structured recreational programming for youth and demonstrates ongoing participation by Town residents;
 - Examples include minor hockey, sledge hockey, figure skating, other youth organizations, etc.
- **Educational Institutions** means schools, daycares, and other educational institutions seeking ice time for educational, recreational, or athletic programming.
- **Seasonal Client** means an organization or individual that rents ice on a recurring basis throughout a season, including recreational leagues, clubs, associations, and other organized users. Occasional Client means an organization or individual that rents ice on an infrequent or one-time basis.
- **Non-Resident Client** means an organization or individual that is not based within the Town of Lunenburg.
- **Commercial Client** means an organization, business, or individual using ice time for commercial, instructional, or profit-generating purposes.
- **Resident** means a resident of the Town of Lunenburg.
- **Community Benefit** means the extent to which a proposed activity contributes to the recreational, social, cultural, educational, economic, health, or overall well-being of the Town of Lunenburg and its residents. Community benefit may include, but is not limited to, the number of participants, resident participation, accessibility initiatives, volunteer involvement, and contributing to the local economy.

Administration

The CAO or designate is responsible for the interpretation, implementation, and administration of this Policy and may establish Administrative Procedures necessary to support its implementation. Where an actual or perceived conflict of interest exists, the CAO may assign responsibility for the administration of a particular allocation or decision to another employee or

designate.

Fairness, Equity, and Inclusion

The Town of Lunenburg is committed to providing reasonable and equitable access to recreational facilities, programs, and services for individuals and organizations of all ages, abilities, genders, and backgrounds. Ice allocations, facility rentals, and program decisions will be made in a fair and consistent manner that supports accessibility, inclusion, and positive participation.

Code of Behaviour

The Town is committed to maintaining a safe, welcoming, and respectful environment for all arena users. Aggressive, violent, harassing, discriminatory, or abusive behaviour will not be tolerated.

All arena users are expected to:

- Treat others with respect and courtesy.
- Contribute to a safe, welcoming, and inclusive environment.
- Demonstrate fair play, sportsmanship, and positive recreation and sport values.
- Follow the rules and directions established by the Town and facility staff.

Failure to comply with this Code of Behaviour may result in the suspension or cancellation of ice privileges and may result in additional restrictions on facility use.

Tournaments and Special Events

The Town supports tournaments and special events that provide recreational, social, cultural, or economic benefits to the community. These events may be allocated ice time outside regular seasonal schedules, subject to facility availability and operational requirements.

Annual Allocation Process

Seasonal ice allocations will normally be conducted annually in accordance with timelines established by the Town. Applicants shall submit information required by the Town to support the allocation process. Administrative procedures may establish application requirements, submission deadlines, and allocation timelines.

Ice User Priority Ranking

Where demand for ice time exceeds available capacity, ice allocations will be made in accordance with the following order of priority:

- Municipal Programs and Activities;
- Tournaments and Special Events;
- Youth Organizations;
- Educational Institutions;

- Seasonal Clients;
- Occasional, Non-Resident, and Commercial Clients.

The Town reserves the right to depart from this ranking when necessary to address operational requirements, emergencies, maintenance needs, legislative obligations, or other documented considerations affecting safety or facility operations.

In applying this Policy, the Town will seek to maximize community benefit while ensuring fair and equitable access to available ice time.

Residency

Where requests are otherwise equal under this Policy, preference may be given to those with a majority of participants who are Town residents, in recognition of their contribution to the facility's funding.

Youth Organizations Allocation

Where available ice time is insufficient to accommodate all requests from Youth Organizations, allocations will be determined using the Ice Allocation Matrix established by the Town. Youth Organizations must submit current registration information and any other information required to support the annual allocation process.

Ice Allocation Matrix

The Ice Allocation Matrix may be used to evaluate competing requests within the same priority category where demand exceeds available ice time. The matrix is intended to support fair, consistent, and objective allocation decisions and shall be applied in accordance with the principles of this Policy.

The CAO or designate may establish and amend the Ice Allocation Matrix as an administrative tool to support the implementation of this Policy.

The Ice Allocation Matrix shall consider factors such as:

- **Program Participation**
 - Adult-only program.
 - Mixed youth-adult participation.
 - Primarily youth-focused programming (18 and under).
 - Exclusively youth-focused programming with broader participation or higher registration demand.
- **Community Benefit**
 - Limited benefit beyond the immediate user group.
 - Moderate recreational, social, or cultural benefit.

- Significant community, social, cultural or economic benefit.
- **Residency Impact**
 - Minimal Town or resident participation.
 - Moderate resident participation (40 – 60%).
 - Higher resident participation (60 – 80%).
 - Predominantly resident participation.
- **Diversity, Inclusion, Equity, Accessibility and Belonging**
 - No demonstrated actions addressing barriers to participation.
 - Some inclusive participation (e.g. fee supports, modified programming, inclusive policies).
 - Clear, intentional and documented actions removing barriers and fostering belonging (e.g. adaptive programming, gender inclusion, financial accessibility, culturally inclusive practices, safe sport practices).
- **Historical Use and Compliance**
 - Poor history of compliance, late cancellations, payment issues, or policy violations.
 - Generally compliant with minor issues.
 - Strong history of responsible ice usage, compliance, and communications.
- **Organizational Capacity**
 - Weak governance, poor communications, or scheduling issues.
 - Adequate administration and coordination.
 - Strong governance, accurate scheduling, reliable communications, and demonstrated organizational competence.
 - Organizational capacity shall not be assessed based solely on organization size, staffing levels, or financial resources.
- **Scheduling Flexibility**
 - Limited or no flexibility, prime-time only requests.
 - Some flexibility for alternate or non-prime times.
 - High flexibility and willingness to accept non-prime or adjusted scheduling.

Cancellations and Refunds

Arena users are responsible for providing notice when cancelling allocated ice time. Charges related to cancellations may be applied in accordance with administrative procedures established by the Town.

Refunds or credits may be provided in accordance with administrative procedures established by the Town. Consideration may be given to circumstances beyond the user's control, including facility closures, severe weather events, emergencies, or other exceptional circumstances.

Unused Ice and Reallocation

Arena users are expected to advise the Town as soon as reasonably possible when allocated ice time will not be used.

The Town may reallocate unused or returned ice time to other users in accordance with administrative procedures established by the Town. The reassignment of unused ice time does not create a future entitlement or establish priority for subsequent allocations.

Repeated underutilization, cancellations, or failure to advise the Town that allocated ice will not be used. Repeated underutilization is defined as failure to utilize more than 15% of allocated seasonal ice without reasonable notice

Financial Standing

Organizations and individuals requesting ice allocations or facility rentals must remain in good standing with the Town. Good standing means all invoices and fees owed to the Town are paid within established payment terms and the organization is not subject to a current suspension. The Town may deny, suspend, or modify allocations where outstanding fees, charges, or other obligations remain unpaid.

Insurance, Risk Management, and Conditions of Use

The Town may require applicants, organizations, or user groups to provide proof of insurance, indemnification agreements, permits, certifications, waivers, or other documentation as a condition of facility or field use.

Insurance requirements, minimum coverage amounts, documentation standards, and additional conditions of use may vary depending on the nature of the activity, participant risk, event size, or operational considerations and shall be established through administrative procedures.

Failure to provide required documentation may result in denial, cancellation, suspension, or modification of booking approvals.

Damage and Responsibility

Users are responsible for the reasonable care and use of Town facilities, fields, equipment, and amenities during approved bookings.

Users may be held financially responsible for damages, excessive cleaning requirements, repairs, or additional operational costs resulting from misuse, negligence, or failure to comply with facility requirements.

Administrative procedures may establish inspection, reporting, and cost recovery processes.

Fees and Charges

Facility use fees, deposits, charges, and applicable rental rates shall be established by Council and maintained separately from this Policy.

Users are responsible for all applicable fees and charges associated with approved bookings.

The Town may require deposits, damage deposits, or advance payment as a condition of use.

Fee Waivers and Reductions

Council may, by resolution, waive, reduce, or modify fees and charges, subject to any applicable legislation, policies, or approved budgets. Any approved use remains subject to facility availability and operational requirements.

Appeals and Dispute Resolution

Organizations and individuals may request a review of decisions made under this Policy in accordance with administrative procedures established by the Town.

Reviews are limited to determining whether this Policy and applicable administrative procedures were applied fairly and consistently and do not constitute a reconsideration of allocation priorities established by the Town.

The CAO or designate may review decisions where it is alleged that this Policy or associated administrative procedures were not applied appropriately. Decisions made following a review are final.

Policy Review

This Policy shall be reviewed periodically, or as required, by the CAO or designate, and recommendations for amendment may be brought forward to Council as necessary.



Subject: Information Report – Noise By-Law Annual Review
From: Shania MacLeod, Senior By-Law Enforcement Officer
Date: September 1, 2026 - COTW

Recommendation:

This is an information report. Should Council wish to provide direction arising from this report, a motion is required.

Background:

At its June 24, 2025, meeting, Council approved an updated Noise By-law. The by-law was revised following staff recommendations to address enforcement challenges associated with the previous by-law, which relied on subjective language and lacked clear parameters.

The updated by-law introduced clearer definitions and more specific standards to support consistent enforcement, while continuing to allow for normal daily activities. As part of the updated by-law, Council included a provision requiring an annual review to assess how the by-law is functioning in practice and to determine whether adjustments may be required.

The Noise By-law has now been in effect for a second year. Based on staff experience during this period, the by-law has generally proven to be a useful, effective and efficient enforcement tool. It provides clear direction to residents, businesses and enforcement staff and has been relatively easy for the public to understand and follow.

Discussion

Since the adoption of the updated Noise By-law, the by-law has provided staff with a framework for responding to noise complaints and assessing concerns in a consistent manner. Where appropriate, matters have been addressed through communication and voluntary compliance before further enforcement measures are considered.

Based on staff's experience administering the by-law during the past two years, the by-law has generally functioned as intended and has provided a mechanism for addressing noise-related concerns. Most noise complaints received during the 2026 season, particularly those relating to residential properties and isolated incidents, were addressed through the existing provisions of the Noise By-law. Examples of other noise matters addressed during the year included construction activity occurring outside permitted hours and complaints relating to prolonged music under Section 4.4 of the Noise By-law. These matters were addressed using the existing provisions, and voluntary compliance was obtained. No Summary Offence Tickets (SOTs) were issued under the Noise By-law during the 2026 season. In each incident requiring staff intervention, compliance was achieved without the need for further enforcement measures.

While most matters addressed under the by-law were resolved through the existing provisions, recurring complaints relating to amplified music associated with one Registered Business raised questions regarding the application of the Registered Business provisions. During the summer of 2026, the Town received multiple complaints regarding amplified music associated with one

Registered Business. At its highest point, six complainants were associated with concerns regarding amplified music from this business. Most complaints were received from one resident in the Shore Road area. Additional complaints were also received from residents in the New Town, Tannery Road, and Station Road areas during the summer season.

In response to complaints received, staff contacted the business and discussed the concerns that had been raised regarding amplified music. On occasions when concerns were brought forward, the business adjusted operations by reducing sound levels. Staff also met with the owner of the business on several occasions to discuss the concerns raised and possible measures that could be considered. The business participated in those discussions and adjusted operations at various times throughout the season. Complaints nevertheless continued to be received.

Staff also advised complainants of the complaint process available through Alcohol, Gaming, Fuel and Tobacco (AGFT) and the role of the Province in reviewing concerns relating to licensed establishments. Based on discussions with AGFT, an official complaint would allow the Province to assess concerns related to a licensed establishment and, where appropriate, undertake an investigation through its regulatory process. AGFT has advised that where ongoing or repeated complaints are received regarding a licensed establishment, it may undertake an investigation as part of its regulatory responsibilities. Where appropriate, the Province may impose conditions on a liquor licence relating to entertainment, operating practices, or other matters within its jurisdiction. At the time of writing this report, no official complaints had been submitted to AGFT regarding this matter. As a result, AGFT advised that no investigation had been initiated.

The identity of individuals who submitted complaints remains confidential. Should Council require additional information regarding the circumstances surrounding complaints received during the season, staff can provide further information while maintaining confidentiality obligations. A copy of correspondence relating to complaints regarding amplified music has been attached to this report for Council's information.

Based on the complaints received during the 2026 season and staff's experience administering the by-law, questions have been raised regarding how recurring amplified music associated with Registered Businesses is addressed under the current provisions. The Registered Business that was the subject of complaints regularly provides amplified music on Friday and Saturday evenings. While the music may not always meet the threshold of unreasonable noise under the current by-law, complaints were received regarding the frequency and audibility of the music in surrounding areas. The matter highlights the need to consider both the operational interests of Registered Businesses and the concerns raised by nearby residents when evaluating the effectiveness of the current provisions.

The information gathered through the annual review does not identify concerns with the overall operation of the Noise By-law. However, the circumstances associated with recurring amplified music may warrant further consideration should Council wish to undertake a focused review of the Registered Business provisions.

Suggestions Heard from Complainants

During the 2026 season, staff received comments and suggestions relating to amplified music associated with Registered Businesses. Suggestions raised included:

- Requiring organizers or Registered Businesses to obtain a permit for events involving amplified music.
- Restricting the number of amplified music permits that may be issued annually.
- Prohibiting amplified music, or limiting permits, on certain days of the week.
- Limiting the frequency or duration of amplified music events.
- Establishing specific operating hours for amplified music.
- Introducing sound management or mitigation requirements.
- Creating a registration, permit, exemption, or similar process for recurring amplified music.
- Exploring approaches that balance the interests of businesses and nearby residents.
- Further definitions to outdoor or open-air amplification of music. This would include decks, patios, open air venues, etc. Additionally, we would have to review amplification of radio music.

These items are provided for Council's information only and are not recommendations from staff. They represent themes raised through complaints and discussions during the 2026 season and may assist in informing future discussions should Council choose to undertake a review of the Registered Business provisions. Should Council wish to proceed with a focused review, public consultation would provide an opportunity to gather feedback from residents, businesses, event organizers, and other interested parties regarding the effectiveness of the current provisions and whether any amendments should be considered. Note that any changes would have to be reflected within all Registered Businesses under this section of the by-law.

Conclusion

After two years of implementation, the Noise By-law has provided a framework for addressing noise complaints and supporting consistent enforcement. Most complaints received during the 2026 season were addressed through communication and voluntary compliance using the existing provisions of the by-law.

Residential and other isolated complaints were generally addressed through the current provisions without requiring formal enforcement measures. Matters such as construction outside permitted hours and complaints relating to prolonged music under Section 4.4 were resolved through staff intervention and voluntary compliance.

Recurring complaints relating to amplified music associated with one Registered Business raised questions regarding the application and effectiveness of the Registered Business provisions in circumstances involving repeated entertainment activities. While the number of complainants was limited, concerns were raised on multiple occasions throughout the season.

The information collected through the annual review does not identify a need for broad amendments to the Noise By-law at this time. However, Council may wish to consider whether

additional review of the Registered Business provisions would be beneficial to further assess how recurring amplified music is addressed under the current framework.

Should Council choose to undertake such a review, public consultation would provide an opportunity to gather input from residents, businesses, event organizers, and other stakeholders before any potential amendments are considered. Any amendments arising from a future review would be brought forward to Council for consideration through a subsequent report.

Strategic Plan Relevance

- Governance and Planning: Turning Vision into Action
- Communications and Engagement: Building Trust and Moving to the Next Level
- Organizational Capacity: From Staffing to Sustainable Performance
- Emerging Priority: Strategic Economic Development Planning

Relevant Legislation

- Town of Lunenburg Noise By-Law
- Alcohol, Gaming, Fuel and Tobacco Act and Associated Regulations
- Nova Scotia Liquor Control Act

Financial

There are no direct financial impacts associated with the annual review of the Noise By-law at this time.

The by-law continues to be administered within existing operational resources, and all noise-related matters during the 2026 season were resolved through communication, education, and voluntary compliance. As no Summary Offence Tickets were issued and no additional enforcement measures were required, no unbudgeted costs were incurred as a result of Noise By-law enforcement activities.

Should Council direct staff to undertake a focused review and public consultation process regarding the Registered Business provisions of the Noise By-law, any associated costs are expected to be minimal and accommodated within existing departmental operating budgets. Any future amendments that could result in additional administrative, permitting, monitoring, or enforcement requirements would be evaluated at that time, and any financial implications would be identified in a subsequent report to Council.

Communications

Should Council direct staff to proceed with a focused review of the Registered Business provisions of the Noise By-law, staff would undertake appropriate public consultation with affected businesses and residents. The purpose of the consultation would be to identify concerns with the current provisions, understand the operational needs of Registered Businesses and determine whether amendments may be appropriate. Any proposed amendments arising from the review would be brought forward to Council for consideration following the consultation process.

Following Council's approval of the updated Noise By-law in June 2025, staff developed a Noise By-law information sheet to accompany the by-law. The information sheet provides residents and businesses with a clear, plain-language overview of what is permitted under the by-law and how noise is regulated. This resource continues to support public understanding of the requirements and complements the full by-law.

Attachments

Town of Lunenburg Noise By-Law

Report Preparation and Internal Review

Role/Department	Name & Title	Review Type	Reviewed/ Date
Lead Department	Shania MacLeod, Senior By-Law Enforcement Officer	Originator	August 17, 2026
Finance			
Chief Administrative Officer	Paul Nopper, CAO	Reviewer	August 20, 2026
Additional Review (as applicable)			

Town of Lunenburg

NOISE BY-LAW

Adopted by Council: June 24, 2025

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.

“Basic Equipment Standards” means the use of tools, machinery, or mechanical systems that:

- Are properly maintained and in good working order;
- Include functional noise-reduction features, such as mufflers, insulation, or vibration controls, where applicable;
- Are operated in a manner consistent with typical manufacturer specifications and standard industry practices for minimizing noise;
- Are not used negligently or in a way that causes avoidable or excessive noise.

“By-law Enforcement Officer” is a person appointed by the Town of Lunenburg to enforce the provisions of Town By-laws.

“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” means a dwelling as defined in the Town’s Land Use By-law.

“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” refer to noise that meets one or more of the conditions further detailed in Section 4 of this By-law.

“Mechanical Equipment” means any fixed or permanently installed equipment that produces noise as a result of mechanical or electrical operation, including but not limited to heat pumps, air conditioners, ventilation or exhaust systems, refrigeration compressors, chillers, fans, or similar devices.

“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”.

“Residential Property, Area or Zone” means any property, building, or part thereof used in whole or in part for residential purposes, including those located in commercial or mixed-use zones.

“Reasonable Person Standard” means the judgment of an average person with typical tolerance and expectations for noise in a similar setting. This standard is used to assess whether a noise or activity is disruptive, excessive, or disturbing to the general public, not based on individuals with unusually high or low sensitivity, including medical or personal sensitivities.

“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 loud enough to interfere with normal indoor conversation in a neighbouring dwelling, as a reasonable person would consider disruptive. This standard may also be applied to outdoor areas such as porches, patios, or backyards, where the noise clearly disrupts conversation or personal enjoyment. This applies only when the noise is sustained, avoidable, and exceeds the level a reasonable person would typically

tolerate in a residential setting.

3. **Disruptive Vocalization:** No person shall engage in yelling, shouting, amplified speech, or other loud vocalizations that are plainly audible from a neighbouring dwelling or business and that a reasonable person would consider to unreasonably interfere with the enjoyment of that space.
4. **Prolonged or Excessive Noise:** Noise may be considered excessively loud or disruptive or based on its duration alone, even if it would not otherwise meet the thresholds outlined elsewhere in this section. This provision addresses avoidable or non-essential noise, such as but not limited to amplified music, loud recreational activity, shouting, or other discretionary sounds, that persistently disrupt the peace and enjoyment of nearby properties.

Specifically, noise that occurs for more than three cumulative hours within any six-hour period during permitted hours (7:00 a.m. to 11:00 p.m.) may constitute a violation, even if it starts and stops during that time. Brief or superficial pauses, such as briefly lowering the volume or turning the source off, do not reset this threshold if the overall pattern results in sustained disruption.

This provision does not apply to temporary noise from construction, maintenance, or normal business operations during permitted hours, unless that noise also meets the criteria for excessive disruption. It is not intended to restrict brief or occasional noise, including separate daytime and evening gatherings, unless the noise from those events is sustained and disruptive as defined by this By-law.

5. **Unattended Sound-Producing Devices:** Leaving radios, televisions, speakers, or similar sound-producing devices running in the absence of any person actively present or supervising the activity may be considered a violation if the noise meets the criteria for “excessively loud or disruptive” as defined in this By-law. This does not apply to devices operating as part of registered business, marine, or industrial activities where unattended operation is necessary and does not otherwise violate this By-law.
6. **Audibility Beyond Property Line During Quiet Hours:** During Quiet Hours (11:00 p.m. to 7:00 a.m.), noise that is clearly audible at a distance of 100 feet from the property line, or that can be heard within a neighbouring residence with ordinary use and occupancy, is presumed to be excessively loud or disruptive.
7. **Mechanical Equipment Noise:** No person shall install or operate any mechanical equipment, including but not limited to heat pumps, air conditioners, exhaust fans, or refrigeration compressors, in such a way that the noise emitted exceeds 50 dBA, as measured at the

property line of any adjacent lot using a calibrated sound level meter.

Noise from mechanical equipment may also be considered excessively loud or disruptive, based on the reasonable person standard, if it:

- Is clearly audible and causes a sustained disturbance inside a neighbouring dwelling or regularly used outdoor area (such as the dwelling's patio, balcony), as assessed under the reasonable person standard;
- Produces noticeable low-frequency hums, vibrations, or rumbles that a reasonable person would find disruptive;
- Interferes with sleep, rest, or normal conversation, and persists for more than three cumulative hours within a six-hour period, without reasonable breaks.

When investigating or enforcing any complaint under this By-law, the Town will apply the reasonable person standard to determine whether noise is excessively loud, disruptive, or unreasonably disturbing. This standard considers the typical expectations and tolerance of an average person in a similar setting, rather than the individual sensitivities or preferences of any specific complainant.

Unless otherwise stated in this By-law, the above prohibition applies to all noise-generating activities, including those by registered businesses or approved events. A full list of prohibited activities is found in Schedule A.

5. FIXED EXEMPTIONS

This By-law does not apply to the following activities during permitted hours (7:00 a.m. to 11:00 p.m.). Activities occurring during Quiet Hours (11:00 p.m. to 7:00 a.m.) require an exemption under Section 7, unless otherwise noted.

1. Emergency Services (*Fully Exempt at All Times*):

- 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.

2. Traditional, Festive, and Religious Activities:

- Sound associated with recognized national, cultural, or religious events, including but not limited to:
 - Canada Day
 - New Year's Eve
 - Religious holidays

- Remembrance Day ceremonies
- Sound from calls to worship, ringing of bells at places of worship, or religious services.

3. Government and Utility Operations:

- Noise generated by government or utility agencies is permitted during permitted hours and is also exempt during Quiet Hours when required for public safety, essential service restoration or urgent infrastructure work.

4. Community Events:

- Noise from parades, festivals, or other events approved by the Town under a special event permit or exemption. Events operating beyond 11:00 p.m. require an exemption.

5. Audible Pedestrian Signals (*Fully Exempt at All Times*)

- Noise from pedestrian crossing signals installed for accessibility and public safety.

6. Garbage Collection:

- Noise from waste collection services between 6:00 a.m. and 10:00 p.m.

7. Waterfront Operations:

- Noise from transport trucks, including refrigerated trucks, servicing fishing firms on or near the waterfront is permitted, provided it is not excessively loud or disruptive as defined in this by-law. Operators are encouraged to minimize impacts during Quiet Hours where feasible. Sustained or significantly disruptive activity may require an exemption.

8. Emergency Use of Generators:

The use of portable or fixed generators by residents, businesses, or institutions during a declared emergency, natural disaster, or unplanned utility service interruption is permitted at all times, provided:

- The generator is being used for the purpose of maintaining essential functions such as heating, refrigeration, medical equipment, lighting, or communications;
- The equipment complies with Basic Equipment Standards and is operated in a manner intended to minimize noise impacts on neighbouring properties;

- The generator is not used negligently or for non-essential recreational purposes (such as but not limited to outdoor entertainment).

This exemption applies only during the duration of the emergency or service interruption and for a reasonable recovery period not exceeding 48 hours after utility services are restored.

6. 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 defined in this By-law.

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

(a) General Business and Construction Operations: Activities such as customer service, maintenance, equipment use, and construction work carried out by registered businesses or contractors, provided they follow basic equipment standards and do not meet the criteria for excessively loud or disruptive noise.

(b) Playing Recorded Music: Background music outside of businesses at volumes that do not meet the criteria for excessively loud or disruptive noise.

(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.

(d) Industrial, Marine, and Construction Operations: Noise from registered industrial or marine activities within appropriately zoned areas is permitted between 7:00 a.m. and 11:00 p.m. These activities are not subject to time-based noise limits as outlined in Section 4.4 but may still be assessed if the noise meets the criteria for excessive disruption per this by-law.

Operators are encouraged to reduce impacts where feasible through equipment maintenance, timing adjustments, or the use of quieter alternatives, especially when operating near residential properties.

Construction equipment used by registered businesses must comply with Schedule A, including the requirement for effective mufflers in residential areas.

7. REQUESTING AN EXEMPTION

Exemptions to this By-law may be requested 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:

7.1 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) Referral for Council Review:

- 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.

7.2 Exemption Application Process

Applicants must submit a completed “Noise Exemption Application” at least seven days before the proposed activity. Where this notice period is not feasible due to unforeseen or time-sensitive circumstances, the Town may accept applications at its discretion, provided sufficient information is submitted to support a timely review.

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

7.3 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.

7.4 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, official website, and other appropriate public communication channels as determined by the Town.

(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, official website, and other appropriate public communication channels as determined by the Town;
 - Sent by regular mail to property owners within 330 feet (roughly 100 meters) of the proposed activity;
 - Published at least seven days before the public hearing.
- Approved long-term exemptions will be posted on the Town's social media channels, official website, and any additional communication channels identified by the Town for public notices.

7.5 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.

8. 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 during routine patrols or while performing other official duties. In any prosecution under this By-law, it is sufficient for a By-law Enforcement Officer to provide evidence that the noise met one or more of the conditions defined as "excessively loud or disruptive" or "unreasonably disturbing," whether observed during patrol or as part of an investigation.

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.

9. USE OF PROVINCIAL GUIDELINES

When a noise complaint involves a stationary source, and the criteria set out elsewhere in this Bylaw do not adequately capture the nature or severity of the disturbance, the Town may assess, at its discretion, the noise using the *Nova Scotia Guidelines for Environmental Noise Measurement and Assessment*, as amended from time to time.

The Town may consider the noise to be excessive if it exceeds the recommended thresholds in the current version of the provincial guidelines, based on measurements that:

- Use an A-weighted equivalent sound level (Leq) over a suitable time period;
- Are taken with a calibrated sound level meter, Type 2 or better;
- Are taken at the nearest point of reception, such as a neighbouring property line or exterior window.

This approach is intended to be used in cases where other measurable criteria in the bylaw (such as time of day, duration, type of activity) do not provide a clear or sufficient standard for enforcement.

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 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. RELATIONSHIP TO OTHER MUNICIPAL DOCUMENTS

This By-law is intended to complement other municipal documents, including the Land Use By-law and Municipal Planning Strategy. Where applicable, provisions of those documents may also address noise-related impacts, particularly those associated with land use

compatibility, nuisance, or environmental disturbance.

Nothing in this By-law limits the Town's ability to consider or apply other municipal policies, regulations, or standards when reviewing or responding to noise concerns.

13. ANNUAL REVIEW

This By-law shall be reviewed by Council or its designate at least once per calendar year to assess its effectiveness, consider emerging issues, and determine whether amendments are required.

14. REPEAL

The Town of Lunenburg's 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 muffler or noise-reduction system in good working order.
- The operation of vehicles that create banging, clanking, squealing, or other disruptive sounds due to inadequate maintenance or unsecured loads.
- The use of motor vehicle horns or other warning devices except when required by law or for immediate safety.
- The discharge of firearms, except as a signaling device using blank ammunition during sanctioned sporting events.
- The operation of construction equipment in residential zones that produces excessive or avoidable noise due to missing, damaged, or ineffective muffling systems, lack of routine maintenance, or negligent operation.
- The use or release of private fireworks or similar aerial pyrotechnics.
- Shouting, amplified announcements, or outcry for commercial purposes (e.g., selling or advertising goods) in a manner that is amplified or intended to attract attention in a disruptive way.

Paul Nopper, H.BSc. (he/him)
Chief Administrative Officer

Town of Lunenburg

119 Cumberland Street, PO Box 129
Lunenburg, NS Canada B0J 2C0

T: (902) 634-4410, ext.228

C: (902) 521-4200

pnopper@townoflunenburg.ca

www.townoflunenburg.ca

Please be aware that any communications made to the Town of Lunenburg will become records that are subject to the freedom of information and protection of privacy provisions contained in Part XX of the Municipal Government Act. Depending on the nature of the information and the subject matter, such communications may become part of the public record. If you are sending confidential business information or personal information, please mark it as such.

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

From: Peter <zwicker@ns.sympatico.ca>
Sent: Tuesday, July 21, 2026 8:27 AM
To: Paul Nopper <pnopper@townoflunenburg.ca>
Subject: Lightship

CAUTION: THIS IS AN EXTERNAL MAIL

Dear Paul;

I am writing to express my growing concern regarding the increasing number of outdoor live music events at the Lightship Brewery and the impact they are having on not only nearby residents of the venue , but the wider impact on the town..

I will certainly acknowledge that businesses such as the Lightship Brewery are an important part of the 2026 fabric Lunenburg. I try and support local businesses and recognize the value they bring to our community.

However, I believe there must be a reasonable balance between commercial activity and the rights of residents and visitors to enjoy the peaceful and quiet use of their homes. In recent years, the frequency and volume of amplified outdoor music have reached a level that is becoming increasingly disruptive to many in the community . Live music can often be heard well beyond the brewery property, affecting residents who simply wish to enjoy a quiet evening, spend time outdoors, or open their windows during the warmer months. As you are

well aware there are few nights during the year where we can actually enjoy this.

Lunenburg is first and foremost a residential community and a UNESCO World Heritage Site, valued for its historic character and livability. While tourism and entertainment are important, they should not come at the expense of the quality of life of those who call Lunenburg home. The town's charm lies not only in its businesses and attractions but also in its welcoming neighbourhoods and peaceful atmosphere.

I am not suggesting that outdoor live music should be eliminated. On the contrary, occasional events can enhance the community and provide enjoyable experiences for residents and visitors alike. My concern is that the current number of outdoor performances has exceeded what many nearby residents consider reasonable. In fact in doing some research which I have shared with some of your colleagues; some municipalities limit the number of live events in a community.

I am respectfully asking Council to review its policies governing outdoor entertainment and consider introducing clearer limits on the number of amplified outdoor live music events permitted at any one venue each season. Finding an appropriate balance between supporting local businesses and protecting residential amenity is one of Council's important responsibilities. I believe it is entirely possible to support economic activity while also respecting the needs of residents for peace, quiet, and enjoyment of their property.

I hope Council will carefully consider this issue and engage with both residents and business owners to develop a fair, balanced, and sustainable approach that serves the long-term interests of our community.

Thank you for your attention to this matter and for your continued service to the Town of Lunenburg.

Respectfully,

Peter Zwicker

From: [Paul Nopper](#)
To: [Shania MacLeod](#)
Subject: Fw: Lightship
Date: August 17, 2026 11:36:28 AM

Paul Nopper, H.BSc. (he/him)
Chief Administrative Officer

Town of Lunenburg
119 Cumberland Street, PO Box 129
Lunenburg, NS Canada B0J 2C0
T: (902) 634-4410, ext.228
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From: Paul Nopper <pnopper@townoflunenburg.ca>
Sent: Tuesday, July 21, 2026 12:34 PM
To: Peter <zwicker@ns.sympatico.ca>
Cc: Bylaw <bylaw@townoflunenburg.ca>
Subject: Re: Lightship

Good Afternoon Mr. Zwicker,

Thank you for taking the time to write to Council regarding your concerns about amplified outdoor live music events at Lightship Brewery and the broader impacts on nearby residents and the community. We appreciate the thoughtful and balanced manner in which you have presented your concerns, including your recognition of the important role local businesses play in supporting Lunenburg's economy and cultural vibrancy.

Council and staff understand that maintaining an appropriate balance between supporting business activity and protecting the quality of life of residents is an important municipal responsibility. We recognize that concerns related to noise can affect

From: [Paul Nopper](#)
To: [Shania MacLeod](#)
Subject: Fw: Letter of Clarification
Date: August 17, 2026 11:36:00 AM

Paul Nopper, H.BSc. (he/him)
Chief Administrative Officer

Town of Lunenburg
119 Cumberland Street, PO Box 129
Lunenburg, NS Canada B0J 2C0
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From: Jamie Myra <jmyra@townoflunenburg.ca>
Sent: Sunday, July 26, 2026 10:39 AM
To: Peter <zwicker@ns.sympatico.ca>; CAO Town of Lunenburg <cao@townoflunenburg.ca>
Cc: Renea Babineau <rbabineau@townoflunenburg.ca>; Debbie Dauphinee <ddauphinee@townoflunenburg.ca>; Rachel Bailey <rbailey@townoflunenburg.ca>; Alex Greek <agreek@townoflunenburg.ca>; Gale Fullerton <gfullerton@townoflunenburg.ca>; Alison Strachan <astrachan@townoflunenburg.ca>
Subject: Re: Letter of Clarification

Good Morning Peter,

I passed some complaints and folks names along to Shania on Friday night as that was crazy loud throughout the entire community. I do know that she has been in communications with the owners quite regularly this past weekend so let's hope we can discuss this as a council and come up with some reasonable solutions.

Last night they toned it down and it wasn't as bad, but I noticed that on their last set from 9:30 to 10:00 they must've cranked the volume again as I could hear it on my deck as plain as day.

Thanks again for your email and let's hope we can work together on a solution.

residents' enjoyment of their homes, outdoor spaces, and neighbourhoods, particularly during the summer months when people naturally spend more time outside and with windows open.

The Town is aware of the event schedule at Lightship Brewery and has been actively monitoring concerns raised by residents. Enforcement and oversight occur through a combination of municipal regulations and provincial licensing requirements. Town staff continue to work with event organizers and business operators to ensure compliance with the Town's Noise By-Law, while provincial Liquor and Gaming authorities have also been involved in monitoring activities related to licensed events.

As you noted, this is the second year of implementation of the Town's revised Noise By-Law. Council recognized when adopting the new framework that it would be important to evaluate its effectiveness over time and assess whether it is appropriately balancing the interests of residents, businesses, tourism operators, and community organizations. Throughout the 2026 season, staff have been collecting information related to enforcement activities, complaints received, event operations, and compliance with established standards.

In the fall, Council will receive a comprehensive review of the Noise By-Law and its implementation. This review will include consideration of residents' concerns, business perspectives, enforcement experience, and approaches used in other municipalities to manage outdoor events and amplified entertainment. Your correspondence, along with feedback received from other residents and stakeholders, will form part of that review process and will be provided to Council for consideration.

Council recognizes the importance of preserving the qualities that make Lunenburg a desirable place to live, including its residential character, historic significance, and UNESCO World Heritage designation. At the same time, Council must also consider the role that cultural events, tourism, and local businesses play in supporting the community's economic vitality. The objective of the upcoming review will be to ensure that municipal regulations continue to strike a fair and reasonable balance between these sometimes competing interests.

We appreciate your suggestion that Council consider whether additional measures or clearer parameters regarding amplified outdoor events may be warranted. As part of the review process, Council will have the opportunity to assess whether any adjustments to current policies, regulations, enforcement practices, or event management requirements are appropriate.

Thank you again for bringing your concerns forward. Public input is an important component of Council's decision-making process, and your comments will assist Council in evaluating the effectiveness of the current Noise By-Law and determining whether any future changes should be considered.

Sincerely,

Respectfully,
Jamie Myra
Mayor
Town of Lunenburg

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From: Peter <zwicker@ns.sympatico.ca>
Sent: Saturday, July 25, 2026 10:01 AM
To: CAO Town of Lunenburg <cao@townoflunenburg.ca>; Jamie Myra <jmyra@townoflunenburg.ca>
Cc: Renea Babineau <rbabineau@townoflunenburg.ca>; Debbie Dauphinee <ddauphinee@townoflunenburg.ca>; Rachel Bailey <rbailey@townoflunenburg.ca>; Alex Greek <agreek@townoflunenburg.ca>; Gale Fullerton <gfullerton@townoflunenburg.ca>; Alison Strachan <astrachan@townoflunenburg.ca>
Subject: Letter of Clarification

CAUTION: THIS IS AN EXTERNAL MAIL

Dear Mayor, Councillors and CAO of Town of Lunenburg;

I understand that the Town of Lunenburg has not received any letters of complaint on Lightship this year. Perhaps I need to clarify the intent this weeks earlier correspondence.

It was indeed a letter of complaint.

To sacrifice the peaceful and quiet enjoyment of the citizens of Lunenburg for one business seems quite inappropriate and unnecessary. As you are no doubt aware there are over 30 eating and drinking establishments in the town and only one seems to be garnering the attention of Lightship.

I would be naive to think that any immediate action could or would be taken. That being said; dealing with it while it is relevant and top of mind while also considering that Lightship will start booking performers soon for 2027 would be vital.

In any event, and pardon the pun; I do not come empty handed and offer the following suggestions;

- Require organizers to obtain special event permits.
- Restrict the number of permits issued annually. (Cap the number of concerts allowed at a venue each year.)
- Set maximum allowable decibel levels.
- Impose earlier curfews for amplified music
- Issue fines or revoke permits for repeated violations.
- Limit live music venues to specific commercial or entertainment districts. (The centre of town is not the place for an open air concert venue.)

Prohibit outdoor concerts in residential or environmentally sensitive areas.
Prohibit concerts on certain days (such as weekdays or statutory holidays).

Thanks ;

Peter Zwicker

Subject: Lunenburg Athletic Facility Fund (LAFF) Potential Changes

From: Lisa Dagley, CPA, CGA, Finance Director

Date: July 14, 2026



Recommendation

That Council provide direction regarding the acceptance of donations from a capital dividend account.

Alternatives

- Not approve the request
- Grant an alternative amount through the LAFF

Background and Discussion

The Town has a Lunenburg Athletic Facility Fund (LAFF), the Guidelines and Application of which were adopted on August 25, 2008, (copy attached).

The Town has been approached about a possible donation to the LAFF from a capital dividend account. This type of account allows private corporations to donate securities via direct transfer rather than solely cash transactions. There is significant upside from a tax perspective for the donor with regards to capital gains, many registered charities within Canada regularly receive these types of donations.

From an MGA and charities perspective the Town is able to accept shares instead of just cash, however to facilitate these types of transactions the Town would have to open an investment account in order to receive the shares that would then be immediately sold to convert to the transfer the cash. A review of internal policies does not restrict this activity, however, this would add a new administrative burden to this fund for which staff feel requires Council approval before proceeding.

Any donations made via a capital dividend to the LAFF fund would still be restricted to all of current LAFF approvals.

Should Council wish to proceed with opening an investment account to facilitate capital dividend donations to LAFF the Administrative Policy will be updated for same and will also incorporate other housekeeping updates in the update.

Strategic Plan Relevance

Community Structure: Continue to support an interconnected network of parks, open spaces and other recreation facilities.

Relevant Legislation

The Town of Lunenburg annually publishes a list of the organizations and the amounts each received as a grant or contribution from this Fund as required by the Municipal Government Act.

Financial

There should be a minimal cost to potential LAFF changes, however it will have an additional administrative burden.

Attachments

- LAFF Guidelines and Application form



TOWN OF LUNENBURG

LUNENBURG ATHLETIC FACILITY FUND (LAFF)

APPLICATION FOR GRANT FROM LAFF. APPROVAL FOR A GRANT WILL BE CONSIDERED IN ACCORDANCE WITH LAFF GUIDELINES (AS ATTACHED) AND AVAILABILITY OF FUNDS

I. APPLICANT

Your Organization: _____

(Must be an Athletic or an Athletic and Social Organization)

Contacts : _____

Address: _____

Phone: _____

E-mail: _____

- II.** Please explain how your organization meets the following conditions -
(Council may by Resolution make a grant or contribution from the LAFF to any
“not for profit” athletic, or athletic and social, organization in the Town operating
facilities located on Town owned land)

III. TYPE OF ORGANIZATION

Are you a registered charity?

☐ YES

☐ NO

If yes - Registration # _____

Type of Organization :

☐ Profit

☐ Not for Profit

Facility use is:

☐ Private

☐ Public

(Members & Guests)

Registered with Registry of Joint Stocks as a Society, Corporation, Association, etc.

(If registered please provide current documentation)

Date Incorporated : _____

Articles or constitution and By-laws attached : ☐ YES ☐ NO

IV. LEADERSHIP

Please attach a current list of Executive and Board Members with civic address and telephone numbers.

V. FINANCIAL INFORMATION

Fiscal year end : _____ , 20 ____ .

Attach a copy of your latest financial statement.

VI. SERVICES PROVIDED TO THE COMMUNITY

Location of Town of Lunenburg lands which your facility is located on and service provided :

VII. DISPOSITION OF ASSETS UPON WINDUP

If Organization ceases to operate, where do assets go? (Must be mentioned in Articles or Constitution) _____

(If residual assets revert to the Town of Lunenburg on windup, acceptance of same will be at the Discretion of the Town)

VIII. INSURANCE

Does your Organization have insurance on its structures and liability coverage (please provide company name and coverage limits). _____

IX. PROJECT DETAILS AND FINANCING

Project / Timing (if additional space is required attach pages):

Cost of Project (if over a period or years provide breakdown by year)

Benefits to the Town of Lunenburg and its citizens :

What other sources of funding do you have for this project? _____

X. REQUESTED LAFF GRANT

Assistance Requested _____

XI. LAFF FUNDRAISING DETAILS

Has your Organization raised funds by soliciting the public for this project?

☐ YES ☐ NO

Have members of your Organization canvassed for funds on behalf of LAFF?

☐ YES ☐ NO

Have you received funding from LAFF before: ☐ YES ☐ NO

If yes, provide details _____

Note - Funds received by LAFF will be disbursed at the discretion of Council. Any organization who fundraised on behalf of LAFF will not necessarily receive a grant from those funds raised.

Date of Application _____

Signature _____

Print Name & Position _____

Your or members of your Organization may be requested additional information by LAFF. You may also be requested to make an appearance before LAFF to present your request.

Advertisement - Council will publish a list of the grants approved from LAFF funds in accordance with Section 65(AU) of the Municipal Government Act.



#6. TOWN OF LUNENBURG - L.A.F.F. GUIDELINES

1. The Town of Lunenburg shall establish an athletic facilities fund known as the **Lunenburg Athletic Facility Fund (LAFF)**.
2. The fund shall be a segregated fund administered by the Town of Lunenburg.
3. Persons (including, without limiting the foregoing, individuals, corporations, organizations, trusts and partnerships) may make donations to the Town with a direction that the donation(s) be added to the LAFF.
4. The funds shall be deposited in a segregated account at a financial institution in conformance with the banking arrangements of the Town from time to time.
5. A charitable donation receipt, where and to the extent permissible under the Income Tax Act (Canada), will be issued to the donor.
6. Council may by Resolution:
 - A. Make a grant or contribution from the LAFF to any “not for profit” athletic, or athletic and social, organization in the Town operating facilities located on Town owned land; or
 - B. Expend money on athletic, or athletic and social, facilities owned by the Town.
7. Grants or contributions to an organization (or utilization of funds by the Town on its own land) may only be made for capital expenditures on facilities and not for operating expenses, chattels or equipment (whether capital equipment or not). Provided that notwithstanding the foregoing, fencing, playgrounds and playground equipment shall be deemed to be qualified expenditures.
8. The athletic and social organization, as referred to in number 6 must make a written application to the Town for a grant or contribution, enclosing a specific description of the capital project for which the monies are requested, the amount sought, the estimated date when funds would be required, and demonstrating that the organization is a Not For Profit Organization. A grant or contribution would be paid either after completion of the capital project or, in the discretion of the Council, through progress payment after satisfactory proof of completed work.

9. Council may request that the Lunenburg War Memorial Community Center Committee (or other committee of the Town) receive, review, report upon and make recommendations to Council for grants or contributions to qualified organizations (or make recommendations to Council for capital expenditures by the Town on athletic (or athletic and social) facilities owned by the Town.
10. Council shall annually publish in a newspaper circulating in the Town a list of the organizations and the amounts each received as a grant or contribution from this Fund as required by S.65 (au) of the Municipal Government Act.
11. Receipts and receipt books shall be under the supervision and control of the Town Treasurer or designate.

Town of Lunenburg Motion Action List

PRIORITY A = Action within 3 months (Jan. 2026 – March 2026)

PRIORITY B = Action within 6 months (April 2026 – Sept. 2026)

PRIORITY C = Longer-term (Beyond Sept. 2026)

MOTION ACTION LIST					
TITLE	REQUESTED DATE	COUNCIL MOTION OR DESCRIPTION	RESPONSIBLE	TARGET DATE	STATUS & UPDATES
PRIORITY A					
Comprehensive MPS/LUB Review and Amendments	Original directions 2024–2025; updated May 5, 2026 COTW	Committee of the Whole directed staff to proceed with a comprehensive review and potential amendments to the Municipal Planning Strategy and Land Use By-law, including: discretionary planning tools such as development agreements and site plan approval; parking provisions including parking requirements and cash-in-lieu options; short-term rental regulations including consideration of primary residence restrictions and licensing approaches; Main Street Form Zone considerations; and staff-identified housekeeping amendments outlined in Schedule B of May 5 Staff report, inclusive of additional amendments identified by staff. Committee of the Whole further directed staff to proceed with Option 2 as outlined in Schedule C of May 5 staff report, consisting of housekeeping and Council motion amendments.	Community Development	This is an ongoing long-term project: Estimated end date July 2027	
Reducing Speed Limits	April 15, 2025	Prepare a report on reducing speed limits from 50 km/h to 40 km/h on Linden Avenue, Pelham Street, and Creighton Street, based on available traffic study data and exploring the	Public Works	PRIORITY A (in progress)	Feb 2026 update: Staff have learned the new Traffic

		possibility of including adjoining streets, in an application to the Province for a speed limit reduction; and that a recommendation of a town-wide reduction may result if appropriate and cost-effective. Bring back a report exploring the installation of four-way stop signs at the intersections of Creighton Street with Prince Street and Creighton Street with Cornwallis Street.			Safety Act is yet to be proclaimed by the Province, so the new regulations do not yet apply. Considered best to wait to see if this progresses as it is expected in early 2026.
Community Grants Policy Amendment	Aug. 19, 2025	Review and propose any possible edits to the policy. Sept. 2, 2025: Council indicated a desire to have a Grants Committee. March 17, 2026 update: It was noted that the current Community Grants Policy (Policy #74) should be used for this year's grant cycle and that staff proceed with the 2026 intake process while policy updates are developed.	Communications & Events Coordinator	PRIORITY A	
PRIORITY B					
Cornwallis Street Renaming	Dec. 10, 2024	Cease work on the renaming of Cornwallis Street subject to Council re-evaluation.	Community Development	PRIORITY B	
Banner Installation and possible program	July 15, 2025	Explore options for banner installation, taking into consideration the current requests, including potential logistics, responsibilities, and costs, and how similar requests may be accommodated in the future.	Public Works Municipal Clerk	PRIORITY B	

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: • 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	Public Works Community Development Finance	PRIORITY B Early in 2026; align with the budget cycle)	First two items addressed in July 15, 2025 staff report. Other items to come at a future meeting
Cemetery Review	Dec. 9, 2025	Council received an information report on Hillcrest Cemetery operations and reached consensus to schedule a future Committee of the Whole discussion to undertake a comprehensive review of cemetery care, rates, and future needs.	Multiple Departments	PRIORITY B	
Vending By-law	March 10, 2026	Direct staff to review the current vending rules and bring forward options for increased flexibility and modernization, and that this report be presented at a future COTW Meeting. March 17, 2026 COTW: Members noted the need for comprehensive consultation and agreed the work should not be rushed, particularly given seasonal considerations and engagement with the business community.	Municipal Clerk/ Community Development	PRIORITY B	
Property Tax Relief Policy	March 9, 2026	Develop a policy to guide Council consideration of property tax relief and exemptions under Section 71 of the Municipal Government Act. Direction arose during Council discussion respecting the Lunenburg Curling Club tax relief request.	Finance / CAO / Municipal Clerk	PRIORITY B	

PRIORITY C					
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	PRIORITY C Requires ABCO to follow-up with Town	This was a request from ABCO contingent on ABCO paying for the amendments, but no follow-up has been received yet.
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.	CAO Public Works	PRIORITY C	
Laurie Fisher Art Project	April 22, 2025	Explore how the town could work with Eric Croft to explore options for maintaining and restoring the Laurie Fisher Fish Rehabilitation Project.	Staff TBD	PRIORITY C	
Election signs on public lands	May 13, 2025	Prepare a local rule governing the placement of election signs on public lands, specifically parklands, within the Town of Lunenburg.	Municipal Clerk	PRIORITY C Prior to next election cycle	
Washrooms at Lunenburg Academy	Initial Direction: March 4, 2025 COTW Moved to Priority C on March 3, 2026	Staff presented an information report on this on June 24, 2025. No motion was made, but a general consensus to revisit the idea of portable washrooms in the Spring of 2026. Council voted to remove the preparation site from the 2026/27 Capital Budget, and possibly re-consider it the following year.	Public Works	PRIORITY C In consideration of next budget cycle	