

**COUNCIL MEETING MINUTES
TOWN OF LUNENBURG**

Tuesday, August 11, 2026 | 6 p.m.
Lunenburg Town Hall - Council Chamber



Present	Mayor Jamie Myra, Deputy Rachel Bailey, Councillors Alex Greek, Debbie Dauphinee, Renea Babineau, Gale Fullerton, and Alison Strachan
Also present	Paul Nopper, CAO Alan Howell, Senior Planner Tyson Joyce, Director of Public Works Kristi Tibbo, Director of Recreation Jamie Deans, Communications and Events Coordinator
Call to Order	The Chair called the meeting to order at 6:01 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 Council approve the agenda for the August 11, 2026, meeting as presented. Moved by Councillor Strachan, Seconded by Councillor Babineau - Approved 7 - 0
Approval of Minutes	Moved and seconded that Council approve the July 14, 2026 regular meeting minutes with one correction to the voting tally on item 10.7. Moved by Councillor Strachan, Seconded by Councillor Fullerton - Approved 7 - 0
Presentations	There were no presentations
Public Input	There was no public input or questions
Correspondence	Council received correspondence from Gordon Fraser regarding the use of off-road vehicles in town. At this point the Town is not considering further action. Council received a thank you letter from Lunenburg County Wheels, for the sponsorship of their program in the amount of \$10,000.

Mayor Myra declared conflict of interest at 6:04p.m. regarding the request for golf tournament sponsorship from Fisherman's Memorial Hospital. Deputy Mayor Bailey chaired this item. The Town has traditionally sponsored this fundraising event. Staff confirmed there was \$3,000 remaining in the community grant fund. Councillor Babineau motioned to match the same donation as was provided last year in the amount of \$500, Councillor Strachan seconded the motion.

Motion carried unanimously

At 6:10p.m. Mayor Myra was called back to chair. Council reviewed an information letter regarding RCMP Municipal Billing Model. Council expects to learn more as new legislation is presented. The Department of Justice will be meeting with the Town, late August, to discuss the billing model and next steps

Business Arising
and Unfinished
Business

There was no business arising or unfinished business

Ice Allocation Policy

Staff presented Council with an Ice Allocation Policy package, including an ice allocation matrix, for approval. Council discussed the importance of creating spaces for marginalized and underrepresented groups.

Council considered the implications for including surrounding communities of the policy. Staff noted that MODL has contributed \$60,000 towards our operating costs and then another \$60,000 towards our plant upgrades, but that future support is not guaranteed; stronger funding partner agreements would be needed.

Council requested bold, clear and pronounced definitions to be updated. Council recommended that an updated policy will be presented at a future meeting, in September.

Councillor Strachan motioned to table the Ice Allocation Policy decision until the policy has been updated, based on feedback from Council. The motion was seconded by Councillor Fullerton.

Motion carried 5 - 2. Nay votes: Councillor Babineau and Mayor Myra.

Be the Peace
Institute
Community Grant
Request

Staff provided an update on the in-kind community grant request from Be the Peace for its 10th anniversary community event taking place at our Lunenburg Community Center on October 17th. The request was originally received at our June 23rd, 2026 regular council meeting. The organization is requesting a waiver of the five-hour facility rental fee, valued at \$300 tax included. The waiver would be recorded as an in-

kind community grant and funded through our existing 2026-2027 community grant fund.

Staff confirmed there was \$2,500 remaining in the community grant fund.

Councillor Fullerton moved that Council approve an in-kind Community Grant to Be the Peace Institute in the amount of \$300, representing the waiver of the Lunenburg Community Centre rental fee for its 10th Anniversary community event on Saturday, October 17, 2026, and that the in-kind contribution be funded through the 2026/2027 Community Grant Fund. Seconded by Councillor Greek.

**Moved by Councillor Fullerton, Seconded by Councillor Greek
Motion carried unanimously**

New Dump Truck –
RFP Award

Staff presented details about the new dump truck proposal award. The RFP closed July 22nd. Three proposal were received. Staff recommends the RFP be awarded to ACI in the amount of \$338,140.26 plus tax, coming in under budget.

The Town will continue to use the existing 2009 dump truck, without anticipated issues, until the new one arrives. Delivery time is approximately 11 months.

Councillor Greek moved that Council award the New Dump Truck Request for Proposals (RFP) to ECI Trucks for the amount of \$338,140.26 + HST. Seconded by Councillor Strachan

**Moved by Councillor Greek, Seconded by Councillor Strachan
Motion carried unanimously**

Pelham Street
Sidewalk Renewal –
Tender Award

Staff presented Council with two recommendations for the Pelham Street Sidewalk Renewal. The project will replace the existing sidewalk from town limit to Shipyard Hill Road that it in poor condition. The upgrade will include 375 metres of the concrete sidewalk plus curb and driveway, with curb and driveway openings, the road and landscape reinstatements on the abutting properties towards them and will create compliance with accessibility standards and include a flashing crosswalk beacon. Upgrades will be coordinated with work being conducted with NSPI in the same area. Two compliant bids were received, and staff recommend the lowest bid. The expected timeframe to completion, from the time of the award being announced with the work being completed, is by the end of October.

Councillor Strachan moved that Council increase the total budget for the Pelham Street Sidewalk Renewal Project to \$560,000 (including net

HST) with funding of \$200,000 from Deed Transfer Taxes and \$360,000 from Capital Reserves. Seconded by Councillor Babineau.

Moved by Councillor Strachan, Seconded by Councillor Babineau
Motion carried unanimously

Councillor Strachan moved that Council award the Pelham Street Sidewalk Renewal Tender to Dexter Construction Co. Ltd. for the amount of \$469,110+ HST. Seconded by Councillor Fullerton

Moved by Councillor Strachan, Seconded by Councillor Fullerton
Motion carried unanimously

Town of Lunenburg
Council
Accomplishments
and Forward
Strategic Priorities

Council received an informational report highlighting key accomplishments achieved between August 2025 and July 2026. The report summarized progress in areas including governance and leadership, infrastructure, electrical utility, housing, heritage preservation, tourism, accessibility, recreation, and major capital projects, while also outlining implementation of Council's strategic priorities.

Council members thanked staff, community volunteers, and residents for their contributions, noting that the Town's achievements were the result of strong collaboration across the organization and community. Particular recognition was given to Public Works and accessibility improvements, including enhancements to the bandstand, community centre, and opera house. Community support was highlighted including support for the daycare program and property tax relief.

Council also noted the importance of communicating municipal accomplishments to the public and acknowledged that a corporate communications and public engagement strategy is already included in the current strategic priorities.

The report was received for information, with **no action required**.

FCM Green
Municipal Fund
Application

Staff shared that the Town has been working with the Clean Foundation to get some grant funding for the study of town hall and the old fire hall building. The study would assess building envelope improvements, energy efficiency and emission reduction opportunities, potential pathways to net-zero performance, and future adaptive reuse options.

Council discussed the importance of preserving and improving two significant municipal heritage buildings, noting their role within the Town's UNESCO World Heritage Site designation and the value of

retrofitting existing buildings to support sustainability goals. Members also highlighted the potential for future funding opportunities that may result from completing the study.

Councillor Strachan moved that Council support the Town of Lunenburg's application to the Federation of Canadian Municipalities Green Municipal Fund, Sustainable Municipal Buildings program, for a feasibility study titled "Studying emission reduction opportunities targeting net zero performance in two municipal heritage buildings in Lunenburg, Nova Scotia."

AND THAT Council authorize the Town of Lunenburg to submit an application to the Federation of Canadian Municipalities Green Municipal Fund Sustainable Municipal Buildings program for a feasibility study examining emission reduction, energy performance, resilience, and adaptive reuse opportunities for Town Hall and the Old Fire Hall;

AND THAT Council confirm that funding for this project has been approved in the Town's 2026/2027 Capital Budget, including the required municipal contribution toward the total project cost of \$165,000 should the \$75,000 grant application be approved;

AND THAT Council direct that this resolution be submitted with the application as evidence of municipal support. Seconded by Deputy Mayor Bailey.

**Moved by Councillor Strachan, Seconded by Deputy Mayor Bailey
Motion carried unanimously**

Recreation Capital
& Operations
Updates

Council received an informational report on Recreation Department capital and operational projects completed and underway since the start of the fiscal year. Staff highlighted several completed initiatives, including the purchase of a departmental truck, accessibility upgrades at the Community Centre, exterior building repairs, and a new service agreement for arena refrigeration equipment that provides preferred service and cost savings.

Council was advised that work continues on ice plant upgrades and arena painting ahead of the upcoming season, while projects related to electrical meter replacements, panel upgrades, and energy-efficient lighting are in the early stages of development.

The report was received for information, with **no action required**

Electric Substation
Report

Staff presented a report related to the Town and overseeing the electric utility. Investigation of the issues causing an emergency power

outage on June 4th-5th found oil leaking from a transformer and the subsequent failure of a feeder recloser required immediate action to maintain reliable electrical service and prevent further damage to critical infrastructure.

Replacement equipment was procured and installed, with additional work underway to restore the substation to normal operating conditions. Staff noted that these upgrades were already identified within the utility's long-term capital planning but were expedited due to the emergency nature of the failures.

Councillor Babineau moved that Council formally approve the emergency capital expenditures for 2026/27 for the Electric Utility for 81W-231 Recloser for \$53,475 and Main Substation Transformer Bushing of \$15,000, with both items being funded from the electric utility depreciation reserves. Seconded by Councillor Fullerton

**Moved by Councillor Strachan, Seconded by Councillor Fullerton
Motion carried unanimously**

Notices of Motion,
Information
Requests and
Councillor Reports

Council discussed a previously submitted notice, given by Deputy Mayor Bailey, that Council direct staff to immediately amend the Municipal Planning Strategy (MPS) and Land Use By-law (LUB) to institute parking requirements for new development and amend height allowances in the Marine Industrial Zone.

Staff advised that these matters are already being addressed through an ongoing planning review process. Staff explained that the proposed amendments will undergo the required research, drafting, public consultation, and regulatory review processes, with a target completion date of January 2027. Council acknowledged the importance of public engagement and noted that any amendments must follow the legislated planning process before being considered for adoption.

Given that the requested work is already underway, the Deputy Mayor withdrew the Notice of Motion, and **no further action required**.

Council received a letter regarding the resignation of a resident representative on the board. A qualified local candidate was appointed to the Harborview Haven Board of Directors with a motion of support by Councillor Strachan. Seconded by Deputy Mayor Bailey

**Moved by Councillor Strachan, Seconded by Deputy Mayor Bailey
Motion carried unanimously**

Items for Consideration at COTW	The next Committee of the Whole meeting is scheduled for Tuesday, September 1, 2026.
Motion Action List	Council reviewed the Motion Action List.
Closed Session	Moved by Councillor Fullerton and seconded by Councillor Strachan that Council move into closed session at 7:57 p.m. for agenda item 14.1 Contract Negotiation and 14.2 Legal. Motion carried unanimously
Open Session	Council returned to open session at 8:42p.m. Councillor Fullerton moved that Council direct legal to submit to Nova Scotia Courts the appeal of the NSRAB (Nova Scotia Regulatory and Appeals Board) decision on the Solterre appeal. Seconded by Councillor Strachan. Moved by Councillor Fullerton, Seconded by Councillor Strachan Motion carried unanimously
Adjournment	There being no further business, Councillor Fullerton moved that the meeting be adjourned at 8:45 p.m. Seconded by Deputy Mayor Bailey

Minutes were read and approved.