

TOWN OF LUNENBURG

COUNCIL MEETING AGENDA

Tuesday, October 13, 2026 | 6 pm

Lunenburg Town Hall – Council Chamber

120 Townsend Street



NOTICE: Council meetings are open to the public and held in Town Hall. **Please use the back entrance at 120 Townsend Street.** The public can also watch meetings through Zoom. To livestream this meeting starting at 6 pm, use this Zoom link:

<https://us06web.zoom.us/j/81475382430>

Please note that all Council meetings are livestreamed through Zoom and meeting recordings are archived on the Town's [YouTube](#) channel.

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

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

3. ADDITIONS/ DELETIONS TO AGENDA

4. APPROVAL OF AGENDA

4.1 October 13, 2026 Council Meeting Agenda

Recommendation: That Council approve the agenda for the October 13, 2026 meeting as presented.

5. APPROVAL OF MINUTES

5.1 September 22, 2026 Regular Meeting Minutes

Recommendation: That Council approve the September 22, 2026 meeting minutes as presented.

6. PRESENTATIONS

7. PUBLIC INPUT AND QUESTIONS – 20 MINUTES

- Each person is limited to 3 minutes
- Each person must state their name
- Questions or comments are directed to the Chair
- Comments and questions are open to any municipal matter

8. CORRESPONDENCE

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.

9. PUBLIC HEARINGS, PUBLIC INFORMATION MEETINGS AND APPEALS

10. BUSINESS ARISING AND UNFINISHED BUSINESS

11. NEW BUSINESS

11.1 Proclamation: United Nations International Day for the Eradication of Poverty

Recommendation: That the Council of the Town of Lunenburg approve and support the Proclamation – United Nations International Day for the Eradication of Poverty.

That Council tables the Proclamation.

That Council denies the Proclamation

11.2 By-Law Enforcement Quarterly Report

This report is for information from June 1 – August 31, 2026. No motion required

11.3 Water Utility Balloon Refinance

Recommendation: That Council approve a Temporary Borrowing Resolution of \$203,750 for the Water Utility Treatment Plant Balloon payment, Schedule 1 (Please note that this resolution is to be read aloud at the meeting).

That Council authorize the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 7.0%, to enable the Town of Lunenburg to secure a debenture of \$203,750 per Schedule 2.

Alternatives

- Deny the request.
- Modify the request.

11.4 Electric Capitol Report

Recommendation: That Council approve the following as forwarded from the October 6, 2026 Committee of the Whole, regarding the 2026/27 Capital Budget for the Town's Electric Utility:

1. Approval of additional feeder upgrade projects:
 - a. 81W-321 – Old Town Feeder for \$130,000
 - b. 81W-322 – Industrial/Blue Rocks Feeder for \$120,000
2. Revise the budget for Knock Lane Upgrade to \$250,000
3. Increase the Blue Rocks Feeder Upgrade (Sawpit Rd to Hospital Rd) Project to \$250,000

4. Revise the budget for Green Street Double Circuit to \$1,127,000
5. Approve the addition of Starr Street Substation (81W) Recloser installation for \$10,525
6. Approve the addition of Starr Street Substation (81W) Bushing installation for \$39,000

12. NOTICES OF MOTION, INFORMATION REQUESTS AND COUNCILLOR REPORTS

13. ITEMS FOR CONSIDERATION AT COMMITTEE OF THE WHOLE

The next Committee of the Whole meeting is scheduled for Tuesday, November 3, 2026

Recommendation: that Council cancel above noted meeting. Council members will be attending NSFM on this date.

14. MOTION ACTION LIST

15. CLOSED SESSION

15.1 Contract Negotiations

Recommendation: That Council move into closed session at _____ p.m. to discuss agenda items

16. ADJOURNMENT

**COUNCIL MEETING MINUTES
TOWN OF LUNENBURG**

Tuesday, September 22, 2026 | 6 pm
Lunenburg Town Hall - Council Chamber



Present	Mayor Jamie Myra, Deputy Rachel Bailey, Councillors Alex Greek, Debbie Dauphinee, Renea Babineau, Gale Fullerton, and Alison Strachan
Regrets	
Also present	Paul Nopper, CAO Kristi Tibbo, Director of Recreation and Parklands Tyson Joyce, Director of Public Works Jamie Deans, Communications and Events Coordinator Lisa Dagley, Director of Finance Representative from RCMP
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	Councillor Strachan moved and Councillor Fullerton seconded that Council approve the agenda for the September 22, 2026, meeting as presented. Moved by Councillor Strachan. Seconded by Councillor Fullerton. Motion carried unanimously
Approval of Minutes	Councillor Strachan moved and seconded that Council approve the September 08, 2026 regular meeting minutes with an adjustment to remove the last line of the ABCO Presentation section, for clarity of that motion. Councillor Babineau seconded. Moved by Councillor Strachan. Seconded by Councillor Babineau. Motion carried unanimously
Presentations	Council received the Quarterly Report from RCMP. The including an overview of staffing, policing activities, crime statistics, traffic enforcement efforts, and significant investigations undertaken during the reporting period. Key highlights include: • Two members successfully completed graduated return-to-work programs and returned to full duties.

- One new police vehicle was added
- Overall calls for service and crime statistics remained consistent with previous quarters
- Common theft occurrences continued to involve food, fuel, and alcohol thefts from retail establishments
- Members responded to 21 mental health and well-being related calls within the Town of Lunenburg
- Traffic enforcement remained a significant focus, including impaired driving enforcement, school zone safety initiatives, speed enforcement, and off-road vehicle trail patrols. District members charged 25 individuals with impaired driving-related offences during the quarter.
- The report highlighted several major investigations and ongoing files
- An update was provided on the School Safety Resource Officer program

Council members raised questions regarding motor vehicle collisions and traffic safety concerns. The RCMP advised that collision and traffic complaint data is regularly analyzed and mapped to identify problem areas and align enforcement efforts. Staff indicated they would explore including collision hotspot data in future reports.

A question was raised regarding the report's reference to an intimate partner violence occurrence. RCMP clarified that the incident was highlighted because of its severity, including potential firearms involvement and the significant police response required, but noted that it was not the only intimate partner violence investigation handled during the reporting period.

Council further discussed ongoing concerns regarding collision activity at the Lillydale Road/First Peninsula Road intersection and expressed interest in obtaining historical collision data to support future discussions with Nova Scotia Public Works regarding potential safety improvements.

Public Input

Council heard from Walter Forsyth, Festival Director of Lunenburg Doc Fest, regarding a request to install promotional festival banners on existing banner hardware attached to four downtown electric utility poles for the duration of the upcoming festival (5 days).

A banner policy had previously been requested by Council but had not yet been finalized. Going forward banners should not be placed in electric utility poles and a formal banner policy will be needed to guide future requests.

Council expressed general support for the request and agreed to permit the temporary installation of the festival banners for this year's event, with the understanding that a banner policy would be developed to address similar requests in the future.

Correspondence

Council received correspondence from Lunenburg Shipyard Re. ABCO Water Lot Proposal. The letter will be added to the ABCO file for review and consideration.

It was noted to staff that Mayor Jamie Myra, Councillor Babineau, and Councillor Dauphinee have declared a conflict on this matter and should not be included in future correspondence.

Finance approvals
for year-end –
Town General,
Water and Electric

Council received year-end financial reports for the Town General Fund, Water Utility, and Electric Utility. Staff outlined year-end operating results, reserve transfers, capital project funding, and borrowing requirements associated with projects completed during the 2025-26 fiscal year.

Town General

Staff presented a summary of completed capital projects and borrowing requirements, including financing related to the Old Fire Hall roof replacement and ongoing wastewater treatment plant upgrades.

Deputy Mayor Bailey moved Council approve the transfer of \$29,000 to the Town's General Operating Reserve for the fiscal year ended March 31, 2026. Seconded by Councillor Strachan

Motion carried unanimously

Councillor Fullerton moved that Council approves the capital financing for fiscal 2025/26 completed projects in the amount of \$2,151,680, as outlined in Schedule 2. Seconded by Councillor Greek

Motion carried unanimously

Councillor Fullerton moved that Council approve the capital financing to March 31, 2026, for the Work-In-Progress for the Wastewater Treatment Plant Upgrade to SBR, as outlined in Schedule 2. Seconded by Councillor Strachan

Motion carried unanimously

Councillor Strachan moved Council approve a Temporary Borrowing Resolution of \$99,443 for the financing of the Old Fire Hall Roof Membrane for the Fall 2026 Debenture Issue application, per Schedule 3. *(the resolution was read aloud at the meeting)* Seconded by Councillor Babineau.

Motion carried unanimously

Councillor Babineau moved that Council authorize the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 7.0%, to enable the Town of Lunenburg to secure a debenture of \$99,443 per Schedule 4. Seconded by Councillor Strachan.

Motion carried unanimously

Water Utility

Staff provided an update on capital investments, including the Dares Lake Spillway project, and clarified that related borrowing approvals were part of the annual financial reporting process and separate from current discussions regarding the spillway breach.

Councillor Babineau moved that Council approves the transfer of \$73,000 to the Water Utility's Membrane Replacement Reserve for the fiscal year ended March 31, 2026. Seconded by Deputy Mayor Bailey.

Motion carried unanimously

Councillor Fullerton moved that Council approve, for the fiscal year ended March 31, 2026, the funding for the \$1,902,105 of capital expenditures for the Water Utility be funded from \$85,000 PCAP grant, \$1,117,105 from depreciation funds and the balance of the funding will be in capital borrowing of \$700,000 per Schedule 2. Seconded by Councillor Strachan.

Motion carried unanimously

Councillor Fullerton moved that Council approve a Temporary Borrowing Resolution of \$700,000 for the financing of the Dares Lake Spillway for the Fall 2026 Debenture Issue application, per Schedule 3. *(the resolution was read aloud at the meeting)*. Seconded by Deputy Mayor Bailey.

Motion carried unanimously

Councillor Babineau moved that Council authorize the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 7.0%, to enable the Town of Lunenburg to secure a debenture of \$700,000 per Schedule 4. Seconded by Councillor Fullerton.

Motion carried unanimously

Electric Utility

Council received the year-end financial results, noting that the utility recorded a deficit that was lower than originally projected. Staff reviewed completed capital improvements and associated financing

requirements.

Councillor Babineau moved that Council approve, for the fiscal year ended March 31, 2026, the funding for the \$2,542,346 of capital expenditures for the Electric Utility be funded from customer contributions of \$32,164, \$8,930 surplus equipment, \$305,610 from depreciation funds and the balance of the funding will be in capital borrowing of \$2,195,642 per Schedule 2. Seconded by Councillor Strachan.

Motion carried unanimously

Councillor Greek moved that Council approve a Temporary Borrowing Resolution of \$186,000 for the financing of the Electric Utility Distribution Overheads 25/26 for the Fall 2026 Debenture Issue application, per Schedule 3. *(the resolution was read aloud at the meeting)*. Seconded by Councillor Strachan.

Motion carried unanimously

Councillor Strachan moved that Council authorize the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 7.0%, to enable the Town of Lunenburg to secure a debenture of \$186,000 per Schedule 4. Seconded by Councillor Fullerton.

Motion carried unanimously

Lunenburg Athletic Facility Fund (LAFF) Report

Council considered an application from the Lunenburg Curling Club for funding through the Lunenburg Athletic Facility Fund. Staff advised that a recent donation to the fund had been designated to support activities at the Curling Club and that the application related to repairs to the club's brine system.

During discussion, Council noted that updates to the Athletic Facility Fund policy were being prepared and would be brought forward for future consideration.

Councillor Strachan moved that Council approve the Lunenburg Curling Club's application for funding from the Lunenburg Athletic Facility Fund (LAFF) application in the amount of \$32,000 for repairs to the Brine system at the Lunenburg Curling Club. Seconded by Councillor Fullerton.

Motion carried unanimously

Ice Allocation Policy

Council considered the revised Ice Allocation Policy following feedback

Final Approval provided at a previous Committee of the Whole meeting. Staff outlined several amendments, including updates to definitions, allocation criteria, and the appeals process to improve clarity and ensure separation between policy administration and appeal reviews.

Councillor Babineau moved that Council approve the Ice Allocation Policy as presented. Seconded by Councillor Fullerton.

Motion carried unanimously

Water & Wastewater Quality Reports Council received the first quarter 2026 Water and Wastewater Quality Reports. Staff advised that all required water quality testing met regulatory approval requirements, with water withdrawals and treated water production remaining within permitted limits during the reporting period.

Council received updates on several water main repairs completed during the quarter (Mason's Beach Road, Hopson St. and Centennial Ave). Only one water quality-related complaint was reported, which was resolved following investigation and system flushing.

During discussion, Council inquired about how repair and break data is used to inform future infrastructure planning. Staff explained that trends in repairs can help identify aging infrastructure and support future capital planning and upgrades.

Council also received the quarterly wastewater report and was advised that all wastewater treatment results remained within provincial and federal regulatory limits.

Council received this report for information regarding Potable Water Quality and Wastewater Quality Test Results from the first quarter.

No Motion Required

Notices of Motion, Information Council members provided reports on recent meetings and community activities.

Requests and Councillor Reports Updates included the resumption of regular Library Board meetings, planning for upcoming community events such as Oktoberfest, Doc Fest, and the 11th annual Lunenburg Literature Festival, and participation in Regional 6 Solid Waste Management meetings.

Members also highlighted the recent Fishers' Memorial Service and the successful Terry Fox Run, which achieved a local fundraising record.

Council heard an update regarding the RCMP-funded Silver Guardian Project, a new initiative supporting families dealing with dementia and Alzheimer's-related behaviours.

The Mayor reported on discussions at a recent municipal conference regarding increasing concerns about civility in public discourse and the impacts of social media harassment on elected officials, their families, and local governance. Council acknowledged the importance of maintaining respectful community engagement and a collaborative working relationship within Council.

Items for Consideration at COTW	The next Committee of the Whole meeting is scheduled for Tuesday, October 6, 2026.
Motion Action List	Council will review the Motion Action List at the next Committee of the Whole meeting.
Closed Session	Councillor Fullerton moved and Councillor Babineau seconded that Council move into closed session at 7:18 p.m. for agenda item 14.1 Contract Negotiations. Motion carried unanimously
Open Session	Council returned to open session at 8:54p.m. There was no report from the closed session.
Adjournment	There being no further business, Councillor Babineau moved that Council meeting be adjourned at 8:55 p.m.

Minutes were read and approved.

Subject: Proclamation – United Nations International Day for the
Eradication of Poverty, October 17, 2026
From: Paul Nopper, H.BSc. Chief Administrative Officer
Date: October 13, 2026, Regular Council Meeting

**Recommendation:**

That the Council of the Town of Lunenburg approve and support the Proclamation – United Nations International Day for the Eradication of Poverty.

That Council tables the Proclamation.

That Council denies the Proclamation

Background

At its Regular Council Meeting held on September 8, 2026, Council received a request to proclaim October 17, 2026, as the United Nations International Day for the Eradication of Poverty. Council supported the request and directed that a proclamation be prepared and brought forward for consideration at a future Council meeting.

The United Nations International Day for the Eradication of Poverty is observed annually on October 17 to raise awareness of poverty and its impacts on individuals, families, and communities. The observance originated in 1987 and was officially recognized by the United Nations General Assembly in 1992 through Resolution 47/196.

The day provides an opportunity for governments, organizations, and communities to recognize the challenges associated with poverty and to acknowledge efforts aimed at promoting social inclusion, dignity, and equal opportunity. The observance also supports the objectives of the United Nations Sustainable Development Goal 1, which is focused on ending poverty in all its forms.

Discussion

A draft proclamation has been prepared and is attached for Council's consideration. Should Council approve the proclamation, October 17, 2026, will be formally recognized as the United Nations International Day for the Eradication of Poverty within the Town of Lunenburg.

Relevant Legislation**Finance**

There are no direct financial implications associated with this request.

Attachments

- Proclamation – United Nations International Day for the Eradication of Poverty
- Council Proclamation Request Correspondence

Proclamation – United Nations International Day for the Eradication of Poverty

October 17, 2026

WHEREAS poverty remains a significant challenge affecting individuals, families, and communities locally and around the world, which limits access to basic needs, opportunities, and the resources necessary for living in security and dignity; and

WHEREAS the United Nations has declared October 17th as the International Day for the Eradication of Poverty, observed annually around the world to recognize the resilience and strength of those living in poverty and affirms the theme – housing, home and the right to inhabit the Earth; and

WHEREAS communities thrive when all residents have access to adequate housing, nutritious food, quality education, healthcare, employment opportunities, and social supports; and

WHEREAS eradicating poverty requires collective action and collaboration among governments, organizations, businesses, and citizens to address the economic, social, and political systems that perpetuate inequality, which emphasizes the need for inclusive policies that uplift marginalized communities and ensures equal opportunities for all; and

WHEREAS child poverty rates are an indicator of broader economic hardship, exceeding 30% in parts of Lunenburg County; and

WHEREAS the Town of Lunenburg is committed to fostering a caring, inclusive, and sustainable community that supports the well-being of all residents and works toward reducing barriers that contribute to poverty and social exclusion;

NOW THEREFORE, I, Mayor Jamie Myra, do hereby proclaim **October 17, 2026, as the International Day for the Eradication of Poverty** in the Town of Lunenburg and encourage all residents to recognize this day by learning about the impacts of poverty, supporting local initiatives that assist those in need, and working together to build a more equitable and compassionate community.

Dated at Lunenburg, Nova Scotia, this ____ day of _____, 2026.

From: [Hopper, Louise](#)
To: [Admin Support](#)
Subject: Council Proclamation
Date: August 18, 2026 10:42:01 AM
Attachments: [image001.png](#)

CAUTION: THIS IS AN EXTERNAL MAIL

Hello,

I'm hoping you can help me! I belong to a community group (Beyond Bandaid's Initiative) that is planning an event to be held on October 17th – the United Nations International Day for the Eradication of Poverty. We held an event in Bridgewater last year to mark the day, this year we are hoping to host the event in New Germany. As part of our planning for this year, we are hoping to explore the possibility of having our Lunenburg municipalities proclaim Oct 17th as the International Day for the Eradication of Poverty.

I am not sure what is involved in requesting that council make a proclamation – eg how to make the request, who drafts the proclamation, etc. I was told to email this address and that someone should be able to guide me in the right direction! We would be hoping that the proclamation could be made before October 17th so I'm not sure what date it would need to appear on the council agenda.

Any guidance on next steps would be greatly appreciated!

Thanks,
Louise



Louise Hopper, BScHE, MScPH
Health Promoter, Public Health Services (WZ)
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louise.hopper@nshealth.ca
www.nshealth.ca

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Subject: By-Law Enforcement Quarterly Report June – Aug 2026
From: Shania MacLeod, Senior By-Law Officer
Reviewed: Paul Nopper, H.BSc. Chief Administrative Officer
Date: October 13, 2026, Regular Council Meeting



Recommendation:

This report is for information from June 1 – August 31, 2026.

Background

The purpose of this report is to provide Council with an overview of by-law complaints received during the quarter, including the number and general type of complaints received. The report is intended to provide Council with a summary of enforcement activity and identify areas where complaint volumes may be higher.

Discussion

Complaint Statistics

During the reporting period, the By-Law Department received a total of 231 complaints across a variety of categories.

Complaint Type	Number of Complaints
Minor Property Complaints	24
Minor Parking Complaints	144
Noise Complaints	23
Horse-Related Complaints	9
Garbage/Unsightly Complaints	9
Dog Complaints	8
Permit Concerns/Infractions	4
Civil Complaints	2
Fire Complaints	3
Poster/Litter Complaints	5
Total	231

Summary

Parking-related concerns represented the largest category of complaints during the quarter, with 144 minor parking complaints, accounting for approximately 62% of all complaints received.

The next most common categories were minor property complaints, with 24, and noise complaints, with 23. Horse-related complaints and garbage/unsightly complaints each accounted for 9 complaints, followed by 8 dog complaints.

The remaining complaints consisted of permit concerns or infractions, civil complaints, fire-related concerns, and poster/litter complaints.

Enforcement and Complaint Response

Complaints received by the By-Law Department are reviewed and assessed based on the nature of the complaint, the applicable by-law or legislation, and the circumstances identified during the investigation.

Where appropriate, staff continue to use education, communication, and voluntary compliance as the first step in resolving minor concerns. Where voluntary compliance cannot be obtained, or where the circumstances warrant immediate enforcement, the appropriate enforcement measures are taken.

The complaint statistics include both matters that required enforcement follow-up and matters that were resolved through communication, education, or voluntary compliance. As a result, the number of complaints received does not necessarily represent the number of enforcement actions or tickets issued.

Conclusion

The complaint statistics for the quarter provide an overview of the types of concerns being reported to the By-Law Department. Parking continues to represent the largest volume of complaints, while property, noise, and other property-related concerns make up a significant portion of the remaining complaints.

Staff will continue to monitor complaint trends throughout the year and use this information to assist with enforcement priorities, public education, and resource planning.

Relevant Legislation

- Town of Lunenburg By-Laws
 - Noise By-Law
 - Dog By-Law
 - Paid Parking By-Law
 - Dangerous and Unsightly
 - Burning By-Law
 - Heritage Property By-Law

Subject: Water Utility Debenture Balloon Payment Refinancing

Prepared by: Lisa Dagley, CPA, CGA, Director of Finance

Reviewed by: Paul Nopper, H.BSc. Chief Administrative Officer



Date: October 13, 2026, Council Meeting

Recommendation

That Council approve a Temporary Borrowing Resolution of \$203,750 for the Water Utility Treatment Plant Balloon payment, Schedule 1 (*Please note that this resolution is to be read aloud at the meeting*).

That Council authorize the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 7.0%, to enable the Town of Lunenburg to secure a debenture of \$203,750 per Schedule 2.

Alternatives

- Deny the request.
- Modify the request.

Background

In 2011 the Water Utility undertook a 20-year debenture in the amount of \$815,000 to fund a portion of the construction of the Water Treatment plant on Northwest Road. The debenture now requires refinancing of the balloon payment (\$203,750) for the remaining five-year term. To facilitate this a Temporary Borrowing Resolution (TBR) approval is required.

Discussion

When this debenture was originally secured the interest rate was 4.1%. The most recent Debenture issue secured loans at a rate of 3.6% for 5-year loans.

The alternative to refinancing would be to pay out the loan but that would result in the Water Utility having a one-time unanticipated expenditure of \$203,750 in the current fiscal year and would negatively impact the Utility's cash position and therefore is not recommended.

The TBR is attached as Schedule 1 to this report. To participate in the 2026 Fall Debenture Issue, a Council Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate is required and is attached as Schedule 2. The Municipal Finance of the Finance and Treasury Board have set the pre-approval interest cap at 7.0%.

Financial

As outlined above.

Attachments

Schedule 1 - Temporary Borrowing Resolution

Schedule 2 - Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

MUNICIPAL COUNCIL OF THE

Town of Lunenburg

TEMPORARY BORROWING RESOLUTION

Amount: \$ 203,750

Refinance Debenture: 31-A-1 Water Utility Plant

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the
Town of Lunenburg subject to the approval of the Minister of
Municipal Affairs, may borrow to expend funds for a capital purpose as authorized by statute; and,

WHEREAS clause 66 (4)(b) of the Municipal Government Act authorizes the Municipality to expend funds for the purpose of paying or retiring debentures;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the
Town of Lunenburg borrow a sum or sums not exceeding
Dollars (\$ 203,750)
for the purpose set out above, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the
Town of Lunenburg to such an amount as the Council deems necessary;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the

Town of Lunenburg

held on the day of , 2026.

GIVEN under the hands of the Clerk and under the seal of the Council of the
Town of Lunenburg this

day of _____, 2026.

Clerk

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the “Act”) provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the “Minister”), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on October 14, 2026.
(council’s TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

Town of Lunenburg
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$ 203,750 , for a period not to exceed five years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

Town of Lunenburg
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 7.0%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the

Town of Lunenburg
(Name of Unit)

held on the 13th day of October 2026

GIVEN under the hands of the Mayor/Warden and the Clerk of the
Town of Lunenburg

(Name of Unit)

this day of 20

Mayor/Warden

Clerk

Subject: Electric Utility Capital Status Update**Prepared by:** Lisa Dagley, CPA, CGA, Director of Finance**Reviewed by:** Paul Nopper, H.BSc. Chief Administrative Officer**Date:** October 13, 2026 Council, *referred from COTW (Oct.6/26)*

Recommendation

That Council approve the following as forwarded from the October 6, 2026 Committee of the Whole, regarding the 2026/27 Capital Budget for the Town's Electric Utility:

1. Approval of additional feeder upgrade projects:
 - a. 81W-321 – Old Town Feeder for \$130,000
 - b. 81W-322 – Industrial/Blue Rocks Feeder for \$120,000
2. Revise the budget for Knock Lane Upgrade to \$250,000
3. Increase the Blue Rocks Feeder Upgrade (Sawpit Rd to Hospital Rd) Project to \$250,000
4. Revise the budget for Green Street Double Circuit to \$1,127,000
5. Approve the addition of Starr Street Substation (81W) Recloser installation for \$10,525
6. Approve the addition of Starr Street Substation (81W) Bushing installation for \$39,000

Background

Council approved the 2026/27 Capital Budget for the Town's Electric Utility on May 13, 2026.

Discussion

This report has been prepared to provide Council with a status update on the various capital projects for the Electric Utility in fiscal 2026/27.

Attached as **Schedule 1** you will find an updated five-year capital plan for the Electric Utility. Some projects are noted with strikeouts (deferrals) as the year in which they will proceed has been adjusted based on the work thus far this fiscal year. Additionally, any projects moved or changed are noted in red.

Project status notes have been provided by staff in consultation with our Electric Engineering Support firm of CIMA.

Updates of significance:

1. Green Street Substation approval, received August 31, 2026.
2. Distribution Transformer Upgrades (PCB Project) is summarized in Schedule 2
3. Knock Lane, the pricing for this project came in \$50,000 higher than anticipated but is offset by saving in Blue Rocks project. At this time it is anticipated this work will be completed before November 30.
4. Blue Rock Feeder updates (Sawpit Rd to Hospital Rd), the pricing for this project came in lower than anticipated and is expected to be completed by November 30.

5. Green Street Double Circuit, staff and consultant will be working on NSEB capital approval submission this fall. Work timelines will depend on contactor availability.
6. 78W transmission, staff and consultant will be working on NSEB capital approval submission this fall. This work is from NSP service territory and is critical to being able to provide full load to HVH at end of construction. NSP has been advised that this is a top priority project for the Town of Lunenburg Electric Utility.
7. Substation Repairs – Since the last update to Council at the August 11, 2026 meeting, the Recloser has arrived and been installed. The bushing has also arrived and was installed the week of August 17th. At the time of writing this report the outage to bring the Main Starr Street Substation back online is scheduled for September 27, weather depending. Once the spare transformers are taken offline and assessed staff will provide a future report to Council on recommended maintenance of those transformers.

The overall total of the 5-year capital plan of \$20,987,000 has not changed with work to date this fiscal, it is anticipated that the total capital expenditures for fiscal 2026/27 will be lower than originally budgeted which will result in deferrals of capital financing and interest savings for same.

Financial

As noted above.

Attachments

Schedule 1 – Electric Utility 5-year Capital Plan, revised with status notes

Schedule 2 – TOLEU PCB Project Status Report

Capital Status Update as of September 25, 2026 for the October 6, 2026 COTW Meeting

	2026/27 (Yr 1)	2027/28 (Yr 2)	2028/29 (Yr 3)	2029/30 (Yr4)	2030/31 (Yr5)	Status Notes
Electric Utility						
<i>Routine Distribution</i>						
Meters	\$20,000	\$200,000	\$100,000	\$100,000	\$100,000	
Overhead Conductors	\$230,000	\$230,000	\$230,000	\$230,000	\$100,000	
Poles & Fixtures	\$105,000	\$105,000	\$105,000	\$105,000	\$75,000	
Services	\$75,000	\$75,000	\$75,000	\$75,000	\$50,000	
Transformers - line	\$150,000	\$150,000	\$150,000	\$150,000	\$100,000	
Street Lighting	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	\$590,000	\$770,000	\$670,000	\$670,000	\$435,000	These items are typically based on customer requests and emergency repairs, proceeding as expected at this point of the fiscal year
New Feeder Work						
Green St New Double Circuit	\$1,427,000					
Green St New Double Circuit	\$1,127,000					Working on approval submission and to receiving same from NSEB for this project by late fall, work timelines depending on contractor availability
Distribution Transformer Upgrade	\$600,000					This is the PCB Transformer project, detailed update attached
Feeder Upgrades related to Distribution Transformers 81W-321 (Old Town)	\$130,000					Feeder Upgrades to coincide with Transformer Upgrade project
Feeder Upgrades related to Distribution Transformers 81W-322 (Industrial/BlueRocks)	\$120,000					Feeder Upgrades to coincide with Transformer Upgrade project
NS Power 78w feeder upgrade to Green St.	\$400,000	\$700,000				Working on approval submission and to receiving same from NSEB for this project by late fall, work timelines depending on contractor availability, this work is critical to being able to provide full load to HVH at end of construction

Capital Status Update as of September 25, 2026 for the October 6, 2026 COTW Meeting

	2026/27 (Yr 1)	2027/28 (Yr 2)	2028/29 (Yr 3)	2029/30 (Yr4)	2030/31 (Yr5)	Status Notes
Knock Lane Upgrade	\$200,000					
Knock Lane Upgrade	\$250,000					Budget increased by \$50K, offset by \$50K decrease for Blue Rocks work
Blue Rocks Feeder upgrade including Sawpit Road to Hospital Road	\$300,000					
Blue Rocks Feeder upgrade including Sawpit Road to Hospital Road	\$250,000					Budget decreased by \$50K, offset by \$50K increase for Knock Lane work, this work is only on the specific section of the Blue Rocks Feeder from Sawpit Road to Hospital Road and is to support winter loading
	\$2,477,000	\$700,000	\$0	\$0	\$0	
New Substation						
New Substation design/re-design 30%	\$100,000	\$100,000				
New Substation design/re-design 30%	\$50,000	\$150,000				Budget decreased by \$50K and deferred to 27/28, overall \$200K not changed, approval for substation location/loading too longer than anticipated from NS-IESO which pushed this out some
New Substation design/re-design IFC Package		\$200,000				
New Substation - New 20MVA 69kV/138kV - 12.47 kv Power transformer @ 81W		\$750,000	\$1,000,000	\$750,000		
New HV Switches 69kv/138kv (3)		\$195,000	\$195,000			Moving to adjust for Substation Completion
New 69kv circuit Switcher		\$150,000	\$150,000			Moving to adjust for Substation Completion
New substation - land on Green St	\$100,000					agree amount shouldn't be changed yet
New Substation - Yard Prep (overburden removal and fill, crushed rock)	\$200,000	\$200,000				land purchase could take into winter and site work not recommended during winter months
New Substation - foundation structures		\$200,000				
New Substation -fence		\$100,000				
New Substation -Site Drainage	\$75,000	\$75,000				land purchase could take into winter and site work not recommended during winter months
New Substation -15Kv Reclosers & associated equipment			\$200,000			
New Substation -4 feeder exit cables 500 MCM U/G				\$360,000		

Capital Status Update as of September 25, 2026 for the October 6, 2026 COTW Meeting

	2026/27 (Yr 1)	2027/28 (Yr 2)	2028/29 (Yr 3)	2029/30 (Yr 4)	2030/31 (Yr 5)	Status Notes
Studies Grounding (New sub)	\$50,000	\$50,000				land purchase could take into winter and site work not recommended during winter months
Studies Geoteck (New Sub)	\$52,000	\$50,000				land purchase could take into winter and site work not recommended during winter months
Studies Soil Resistivity test SRT (New Sub)	\$45,000	\$45,000				land purchase could take into winter and site work not recommended during winter months
Studies Protection Study (New Sub)		\$50,000				
Studies CYME voltage profile (New Sub)		\$50,000	\$50,000			Required just prior to Substation coming on-line
Studies EIA if required (New Sub)	\$100,000	\$100,000				land purchase could take into winter
Studies NS IESO (New Sub)	\$50,000					
SCADA, Communications (New Sub)				\$100,000		
New Substation -Trenching and Conduit work	\$100,000	\$100,000				
New Substation -Trenching and Conduit work	\$0	\$200,000				land purchase could take into winter and site work not recommended during winter months
New Substation -Ground Grid		\$150,000				
New Substation - Oil Containment		\$200,000				
New Substation - Overhead Buss Work 15 kV			\$250,000			
New Substation - Overhead Buss Work 69 kV			\$250,000			
New Substation - Relaying, Protection, metering, battery bank			\$200,000			
New Substation - Control Building			\$200,000			
	\$200,000	\$2,520,000	\$2,495,000	\$1,210,000	\$0	

Capital Status Update as of September 25, 2026 for the October 6, 2026 COTW Meeting

	2026/27 (Yr 1)	2027/28 (Yr 2)	2028/29 (Yr 3)	2029/30 (Yr4)	2030/31 (Yr5)	Status Notes
Existing Substation						
Existing Substation Yard Improvements (grass, grounding, crushed rock, etc.)		\$100,000	\$100,000			
Existing Substation Ground grid repairs		\$100,000				
Existing Substation Buss work (5.33kv to 12.47 kv conversion accommodation)			\$100,000			
Existing Substation Fence Repairs		\$100,000				
Existing substation Yard upgrades					\$500,000	
Starr St. Substation Power TX conversion to 15 kv	~~\$118,000~~ \$118,000				~~\$882,000~~ \$1,382,000	Recloser \$53,475 + install \$10525, total = \$64,000. Bushing \$15,000, installation \$39,000, required significant equipment mobilization due oil removal, storage and re-instatement once repair work completed and re-testing of Tx and bushing, total \$54,000.
				\$0		
Feeder Upgrades						
81W-321 feeder upgrade (5.33 Kv to 15Kv standards)		\$1,500,000	~~\$1,370,000~~			Due to age of these feeder there were more repairs required to supporting structures than anticipated for the Tx project (Old Town)
81W-322 feeder upgrade (5.33 Kv to 15Kv standards)		~~\$1,380,000~~				Due to age of these feeder there were more repairs required to supporting structures than anticipated for the Tx project (Industrial/Blue Rocks)
81W-231 feeder upgrade (4.16 Kv to 15Kv standards)				\$1,000,000		
81W-231 feeder upgrade (4.16 Kv to 15Kv standards)				~~\$1,000,000~~	\$0	Victoria/Bridgewater Rd
81W-232 feeder upgrade (4.16 Kv to 15Kv standards)				\$1,000,000		
81W-232 feeder upgrade (4.16 Kv to 15Kv standards)				~~\$1,000,000~~		New Town
81W-233 feeder upgrade (4.16 Kv to 15Kv standards)					\$1,500,000	
81W-233 feeder upgrade (4.16 Kv to 15Kv standards)					~~\$1,500,000~~	First Peninsula
	~~\$0~~	~~\$1,380,000~~	~~\$1,370,000~~	~~\$2,000,000~~	~~\$1,500,000~~	
Revised Total	\$3,385,000	\$5,670,000	\$4,735,000	\$3,880,000	\$3,317,000	
Approved Totals (May13/26)	~~\$4,387,000~~	~~\$4,815,000~~	~~\$4,470,000~~	~~\$3,880,000~~	~~\$3,435,000~~	
Change	(\$1,002,000)	\$855,000	\$265,000	\$0	(\$118,000)	
FIVE YEAR TOTAL				\$	20,987,000	

Town of Lunenburg Electric Utility

PCB REMOVAL PROJECT STATUS REPORT



CIMA+ project number: A0003039
24-09-2026



Town of Lunenburg Electric Utility

A0003060

PCB REMOVAL PROJECT STATUS REPORT

Prepared by:

Darin Lamont,

Lead Engineer

Engineering License Number: 20200441



302-238A Brownlow Avenue, Dartmouth, NS B3B 2B4 CANADA T 902 468-4040

CIMA+ project number: A0003039
24-09-2026

1. Introduction

This report summarizes the existing status of the Polychlorinated Biphenyls (PCB) Transformers and removal for the Town of Lunenburg's Electric Utility (TOLEU) on the distribution system. Under subsection 16 (2) of the federal PCB Regulations, all pole-top electrical transformers containing PCBs in a concentration of 50 mg/kg or more may be used only until December 31, 2026. TOLEU further stated that the new equipment will be suitable for future system voltage upgrades, as TOLEU's is planning to upgrade the primary voltage of its existing distribution systems to 12 kV.

Transformers potentially containing PCB were identified by NS Power in a routine audit of the system by transformer color (green) and high voltage bushing type (side bushings).



Figure 1: Underslung Transformer with potential PCB's

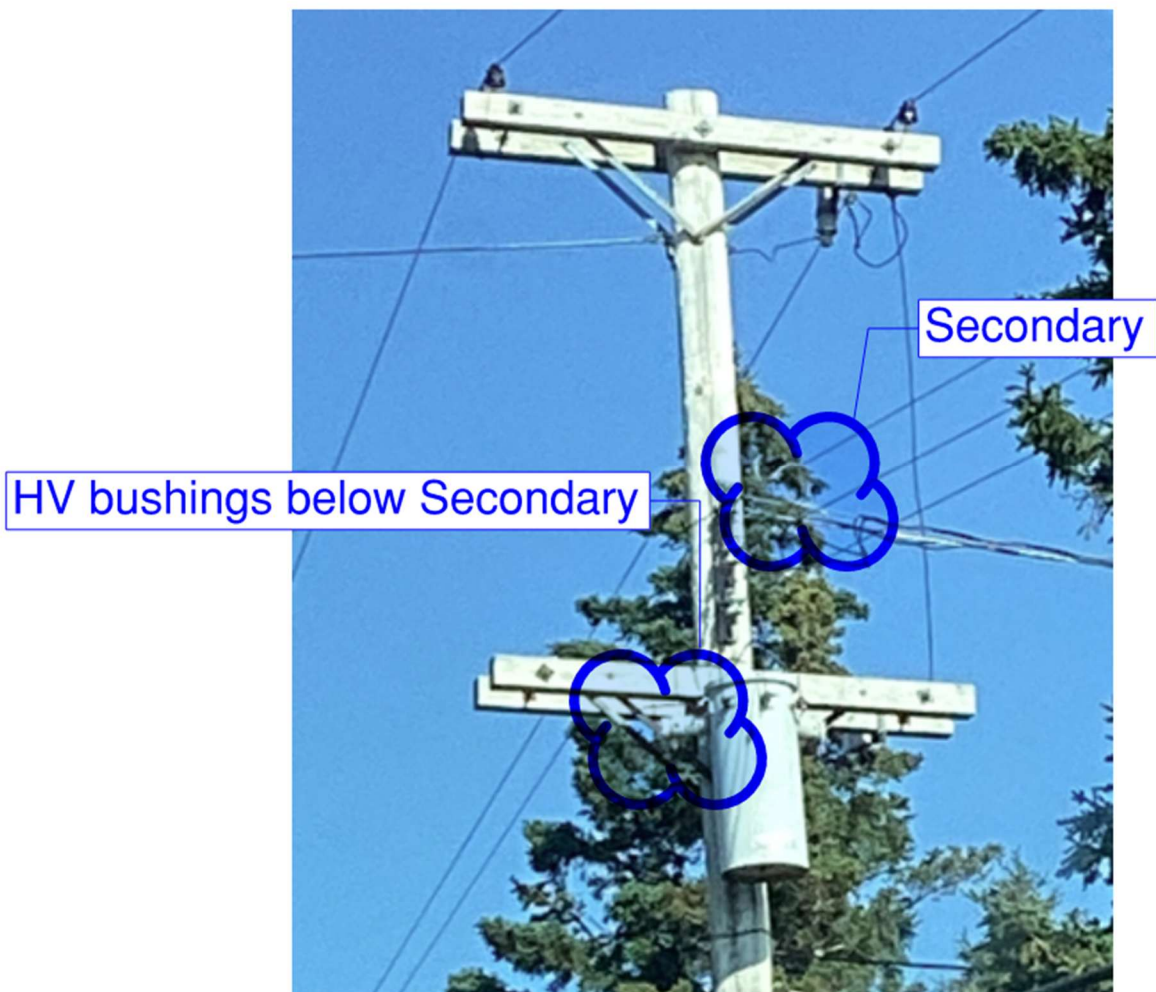
The project was approved in the 2026/27 Capital Budget for \$600,000. All Town Electric Utility projects exceeding \$250,000 also require approval from the Nova Scotia Energy Board. TOLEU sent an approval request in May and after interrogatories back and forth TOLEU received formal approval on August 4, 2026.

2. Existing Conditions

In total 60 locations were identified that **may** contain potential PCB transformers on the five feeders currently in service. TOLEU had several meetings with NSP to discuss the path forward and it was determined that NSP did not have the resources to complete this task.

TOLEU reached out to K-Line who is one of the authorized Line contractors approved by NSP to work on the distribution system under the current TOL-NSP contract.

K-Line completed an audit of all locations to determine what is required at each site. Many of the locations additionally require poles to be changed out as they are too short (underslung transformers as shown in photo below), and along with this the associated hardware requires upgrading to 12kV.



3. Current Status

Bridgewater Feeder (81W-231)

This feeder included 11 locations for the replacement of transformers with potential PCB. However, upon removal and testing only one of these sites was found to actually have PCBs greater the allowable limit of 50ppm. This unit was sent to Stark Oil for disposal.

The total cost of the work on this feeder was **\$75,000**.

Industrial/Blue Rocks Feeder (81W-322)

This feeder includes 22 locations for replacement of transformers. To date 10 of these locations have been upgraded and one of these locations had a transformer that was found to have a PCB limit greater than the allowable limit of 50ppm. This unit was also sent to Stark Oil for disposal.

The total cost for the for transformer upgrades are expected to be **\$150,000**.

As additional feeder assessments were completed it was noted that this feeder requires more improvements than originally assessed, therefore an additional **\$120,000** has been added to support this transformer project.

Old Town Feeder (81W-321)

This feeder includes 26 locations for the replacement of transformers, associated equipment and hardware. This feeder was noted to start in October after the high tourist season.

The total anticipated cost for transformer upgrades **\$177,000**.

As the Old Town feeder has also been noted as requiring more feeder improvements than originally assessed **\$130,000** has been added for this feeder.

New Town / Mason's Beach Feeder (81W-232)

This feeder includes 12 locations for the replacement of transformers, associated equipment and hardware. The total anticipated cost for this work is **\$82,000**.

First Peninsula Feeder (81W-233)

This feeder includes 17 locations for the replacement of transformers, associated equipment and hardware. The total anticipated cost for this work is **\$116,000**.

4. CIMA's Recommendation

It is recommended that we continue to proceed as planned, and as the timeframe gets closer to the deadline, we will reach out to Department of Environment regarding our progress to date and our plan to completion.

Delays occurred early in the project with procurement of transformers. Our contractor is committed to work on this project and to complete as much work as possible by the end of December 2026. The impact on the capital has been taken into consideration.

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	