TOWN OF LUNENBURG
COUNCIL MEETING AGENDA
Tuesday, November 10, 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 November 10, 2026 Council Meeting Agenda

   Recommendation: That Council approve the agenda for the November 10, 2026 meeting as presented.

5. **APPROVAL OF MINUTES**
   5.1 October 27, 2026 Meeting Minutes

   Recommendation: That Council approve the October 27, 2026 meeting minutes as presented.

6. **PRESENTATIONS**
   6.1 South Shore Public Libraries

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.

8.1 Be the Peace Institute – Thank you

9. PUBLIC HEARINGS, PUBLIC INFORMATION MEETINGS AND APPEALS

10. BUSINESS ARISING AND UNFINISHED BUSINESS

11. NEW BUSINESS

11.1 Confirmation of appointment of Interim CAO

Recommendation: That Council confirm the appointment of Lisa Dagley to the position of Interim CAO, effective October 30, 2026.

11.2 Appointments of Development Officers and Planners from MODL

Recommendation: That Council appoint the following Municipality of the District of Lunenburg (MODL) staff and Town of Lunenburg Director of Community Development as Development Officers for the Town of Lunenburg pursuant to the Nova Scotia Municipal Government Act:

- Norma Schiefer
- Alan Howell
- Emma MacDonald
- Ella Gindi
- Rosemary Young
- Jeff Merrill
- Melissa Deveau
- Marc Kiely

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 17, 2026

14. MOTION ACTION LIST

15. CLOSED SESSION

15.1 Legal

15.2 Personnel

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

16. ADJOURNMENT

October 27, 2026

COUNCIL MEETING MINUTES
TOWN OF LUNENBURG

Tuesday, October 27, 2026 | 6 pm
Lunenburg Town Hall - Council Chamber

Present	Mayor Jamie Myra, Councillors Debbie Dauphinee, Renea Babineau, Gale Fullerton, and Alison Strachan
Regrets	Deputy Rachel Bailey, Councillor Alex Greek
Also present	Paul Nopper, CAO Lisa Dagley, Director of Finance Jamie Deans, Communications and 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 by Councillor Strachan and seconded by Councillor Babineau** that Council approve the agenda for the October 27, 2026, meeting as presented. **Motion carried unanimously**
Special Announcement	Mayor Myra announced that the Town of Lunenburg and the Municipality of the District of Lunenburg (MODL) have agreed to share planning services. The partnership will provide additional planning expertise and staff capacity, improve coordination of planning and development services, and support continued use of the Clariti permitting system. The Town will continue to retain its legislation and decision-making authority over planning matters requiring town council approval, including the MPS, the LUB and the HCDP.
Approval of Minutes	**Moved by Councillor Fullerton and seconded by Councillor Strachan** that Council approve the October 13, 2026 meeting minutes as presented. **Motion carried unanimously** **Moved by Councillor Fullerton and seconded by Councillor Strachan** that Council approve the October 14, 2026 special meeting minutes as presented. **Motion carried unanimously**
Presentation: Partners for Care	Representatives from Partners for Care presented an overview of the Welltide Health Hub, a new 45,000-square-foot community health and wellness facility currently under construction in Cookville. The

(WellTide Health Hub)	organization's goal of improving access to health and social services by reducing barriers, enhancing navigation supports, and fostering collaboration among service providers. The facility is intended to provide both low-cost and no-cost service options where possible and support innovative approaches to community healthcare delivery. Council expressed support for the project, recognizing its potential benefits to residents and encouraging ongoing community engagement and awareness efforts as the facility moves toward opening.
Public Input	Resident, Townie Anderson, signed up to speak during the public input session regarding the former train station property, expressing concerns about the heritage designation process, the sale of the building, and Council's handling of the matter. The resident stated an intention to pursue a third-party heritage designation application and requested greater accountability regarding the decision. Council noted that legal and administrative advice had been received on the matter and reaffirmed that Council had made its decision regarding the property. Council emphasized that the sale had been completed, ownership had transferred to the new owner, and that any future matters relating to the building should be directed to the current owner. Council further indicated that it considered the matter concluded and would not be revisiting the decision.
Correspondence	Council received the SSODA Monthly Update - September
Council update on Council Meeting Schedule, vote on Deputy Mayor, 2026/2027	**Councillor Fullerton moved and Councillor Dauphinee seconded** that Council approve the dates and times for the Town of Lunenburg Regular Council and Committee of the Whole meetings for 2026/2027 as presented in Attachment A with option two. **Motion carried unanimously** **Councillor Strachan moved and Councillor Dauphinee seconded** that Council appoint Rachel Bailey as Deputy Mayor until Council's next Organizational Meeting in 2027. **Motion carried unanimously**
Update on the Strategic Goals of Council and Timeline for Implementation	Council received a quarterly update on progress toward its strategic priorities. Staff highlighted progress on key projects, including implementation of the electrical utility capital plan, reviews of the Municipal Planning Strategy and Land Use and Heritage By-laws, and efforts to strengthen communications. **No motion required, Information Report.**

Support RQM in joining the Lunenburg County REMO	**Councillor Strachan moved and Councillor Fullerton seconded** that the Council of the Town of Lunenburg support in principle the Region of Queens Municipality joining Lunenburg County REMO as a full participating municipal partner and that Council authorizes the Regional Emergency Management Advisory Committee to work with the Region of Queens Municipality and existing municipal partners to prepare a revised Intermunicipal Service Agreement for consideration. **Motion carried unanimously**
Notices of Motion, Information Requests and Councillor Reports	Council members provided reports on recent meetings and community activities. Reports included attendance at the Lunenburg Academy bell installation ceremony, Small Business Week events, the Be The Peace 10th anniversary celebration, the Full Moon Market, and tours of local community facilities. Councillors also noted upcoming participation in UNESCO and housing-related meetings. No items requiring action were identified.
Items for Consideration at COTW	The next Committee of the Whole meeting is scheduled for Tuesday, November 17, 2026.
Motion Action List	Staff advised the there will be an updated Motion Action List ready for the November 10th Council Meeting.
Closed Session	**Councillor Strachan moved and Councillor Fullerton seconded** that Council move into closed session at 6:54 p.m. for agenda items 15.1 Contract Negotiations and 15.2 HR. **Motion carried unanimously**
Open Session	Council returned to open session at 8:24 p.m. There was no report from the closed session.
Adjournment	There being no further business, Councillor Strachan moved that the Council meeting adjourned at 8:24 p.m. **Motion carried unanimously**

_____

Minutes were read and approved.

South Shore Public Libraries

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Library Administration
135 North Park Street, Unit B
Bridgewater, NS B4V 9B3

902-543-2548
info@sspllibraries.ca
southshorepubliclibraries.ca

November 3, 2026

Dear Mayor Myra and Members of Council,

South Shore Public Libraries serve as the heart of the community, offering welcoming spaces, a diverse collection, and innovative technology to all ages. From birth to end-of-life, our trained, skilled staff offer personalized information services, reading recommendations, and high-quality programs that spark a love of learning, foster connection, and improve community well-being.

Demand for library services continues to grow. In the 2025-26 fiscal year, the 4 branches and bookmobile of SSPL:

- Welcomed 166,495 in-person visitors
- Circulated 383,274 items – an average of 44.96 items every open hour
- Offered 2,191 facilitated no-entry-cost programs to 15,010 attendees

The library plays a vital role in newcomer integration, provides access to virtual healthcare and online government services, battles loneliness and isolation, and supports community safety. Especially in rural areas, the library is a welcoming, low-barrier, accessible location for our most vulnerable populations such as families, youth, seniors, low-income individuals or those experiencing homelessness. It is frequently described by our users as a “lifeline,” a “very special place,” and “like coming home.”

New research from the University of New Brunswick[1] shows a noticeable “public library advantage” – a positive correlation in areas as diverse as high-school graduation rates, resilience to shocks such as the COVID-19 pandemic, immigrant retention, continued university enrollment, and more. **In short, the public library helps people thrive.**

However, despite this growing demand and demonstrated benefit, library funding has remained static. There was no funding formula in place for 17 years, although there were small and sporadic increases from 2003 to 2019. The last increase was in 2020, when the total provincial funding rose from $14.3M to $16.4M, an amount which has not changed despite 24% inflation over the same period.

[1] https://www.unb.ca/datanb/research/publications/valuing-public-libraries-nb.html

Inflationary pressures, rising minimum wages, and increased demand for library services mean that, every year, SSPL does more with less. Already, despite evidence of growing library use, the SSPL Board has balanced its budget through difficult choices to:

- reduce staff schedules,
- eliminate positions through attrition,
- and make cuts to open hours, programs, collections, and technology.

Continued static funding will result in significant impacts to public service, including open hours, service delivery, and potentially even layoffs and/or closures as early as April 2027. The Council of Regional Libraries has made, annually, and will continue to make, written requests of the Province of Nova Scotia to increase library funding. However, the need is pressing, and our local communities deserve reliable library service, not more cuts.

At this time, the **SSPL Board is requesting an additional 10% funding contribution from our municipal partners in 2027-28**, with an anticipated 12% request to follow in 2028-29. In the case of the Town of Lunenburg, that would be an additional $1,860 in 2027-28.

This compound 23.6% increase over two years is designed to mitigate the effects of the 24% inflation since the last funding increase in 2020. The Municipality of the District of Lunenburg has already paved the way by committing an additional $180,000 in operating funds for 2027-28 (a 90% increase to its existing $199,700 annual contribution) for SSPL to manage the Community Hub in Cookville, offering expanded library services, staffing, programs, and equipment for the entire region.

We appreciate your consideration. Together, we can continue to celebrate reading, discovery, learning, and sharing across the South Shore, helping our communities thrive.

Sincerely,

Ashley Nunn-Smith
SSPL CEO & Chief Librarian

South Shore Public Libraries

Community Highlights

Town of Lunenburg Council

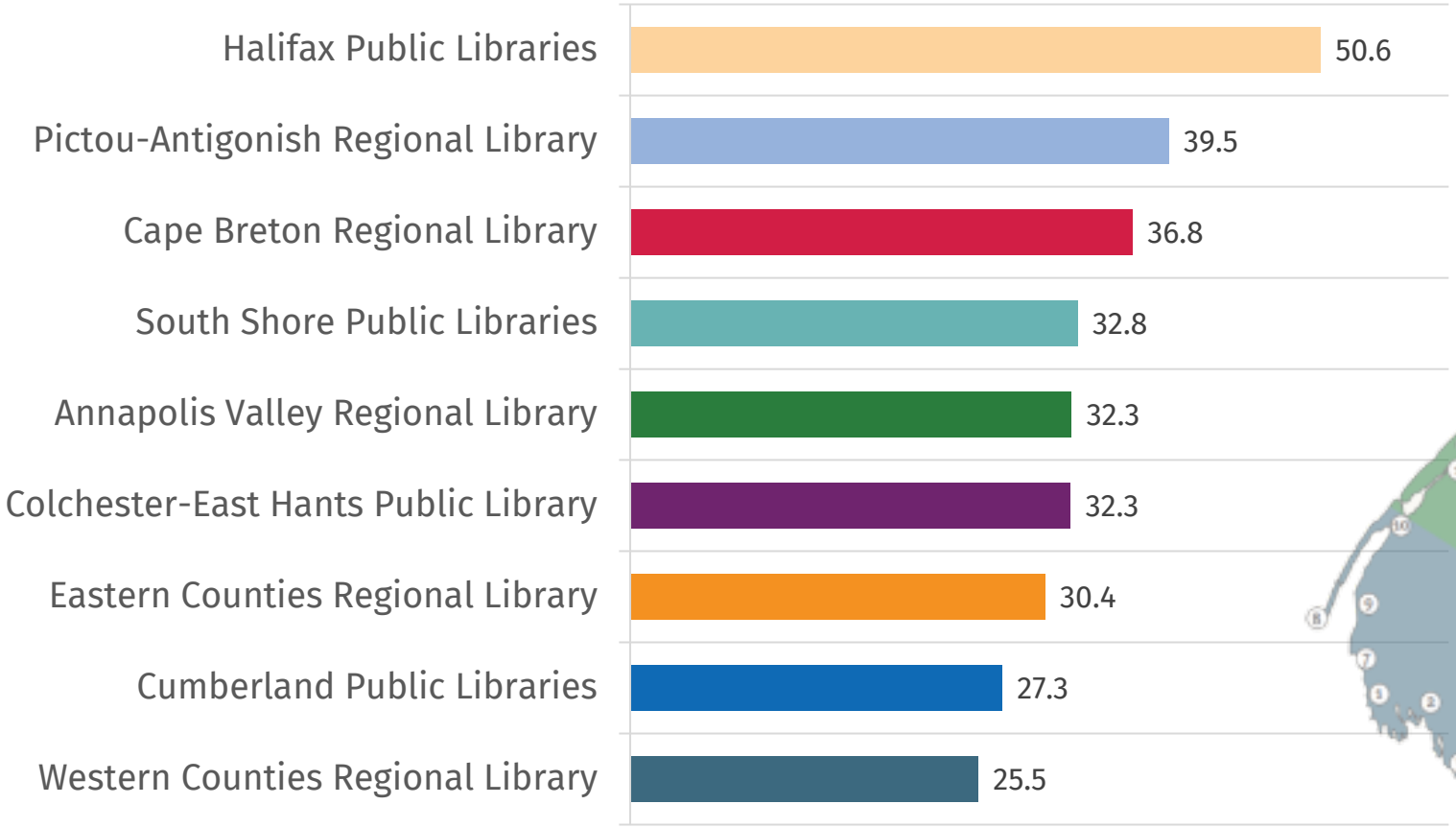
November 10, 2026

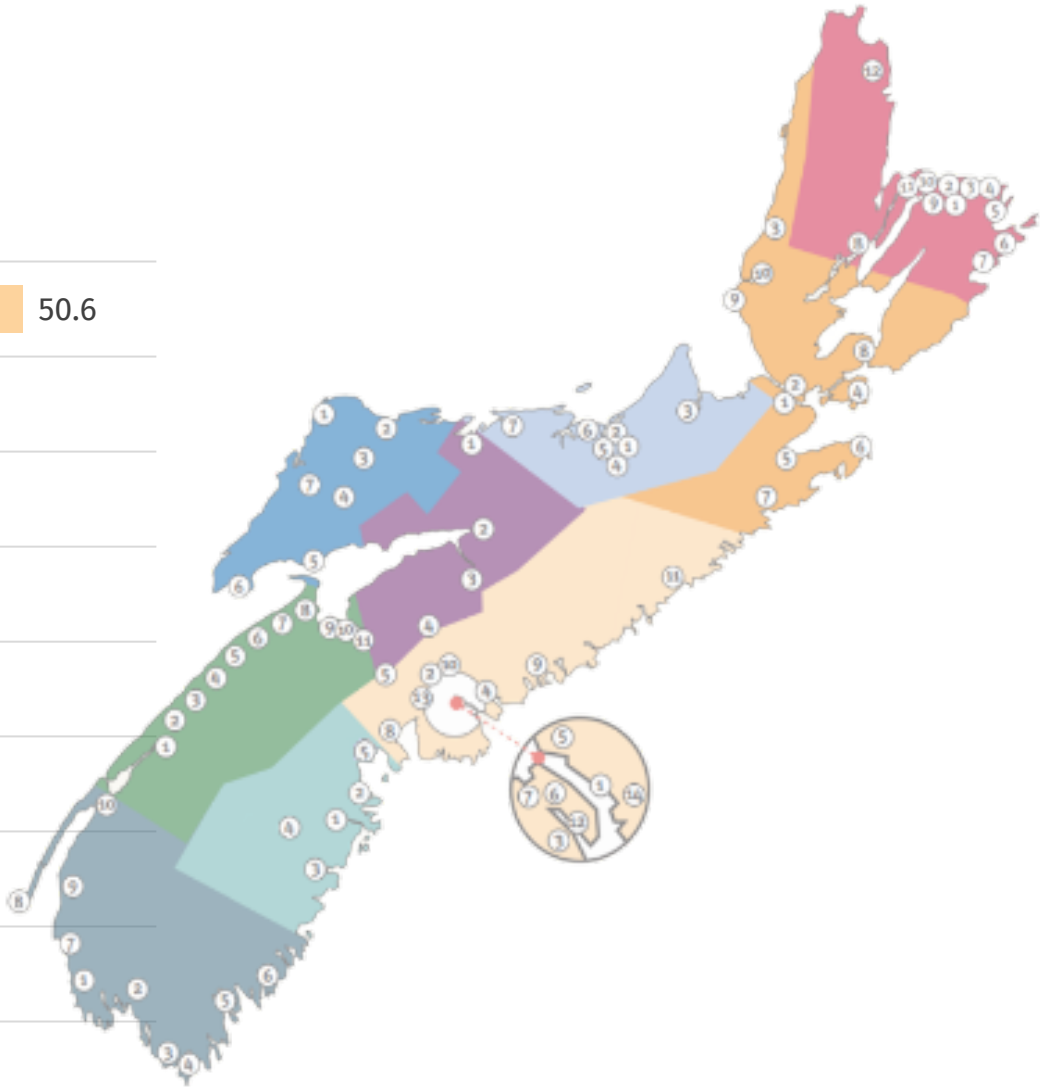
SOMETHING FOR EVERYONE





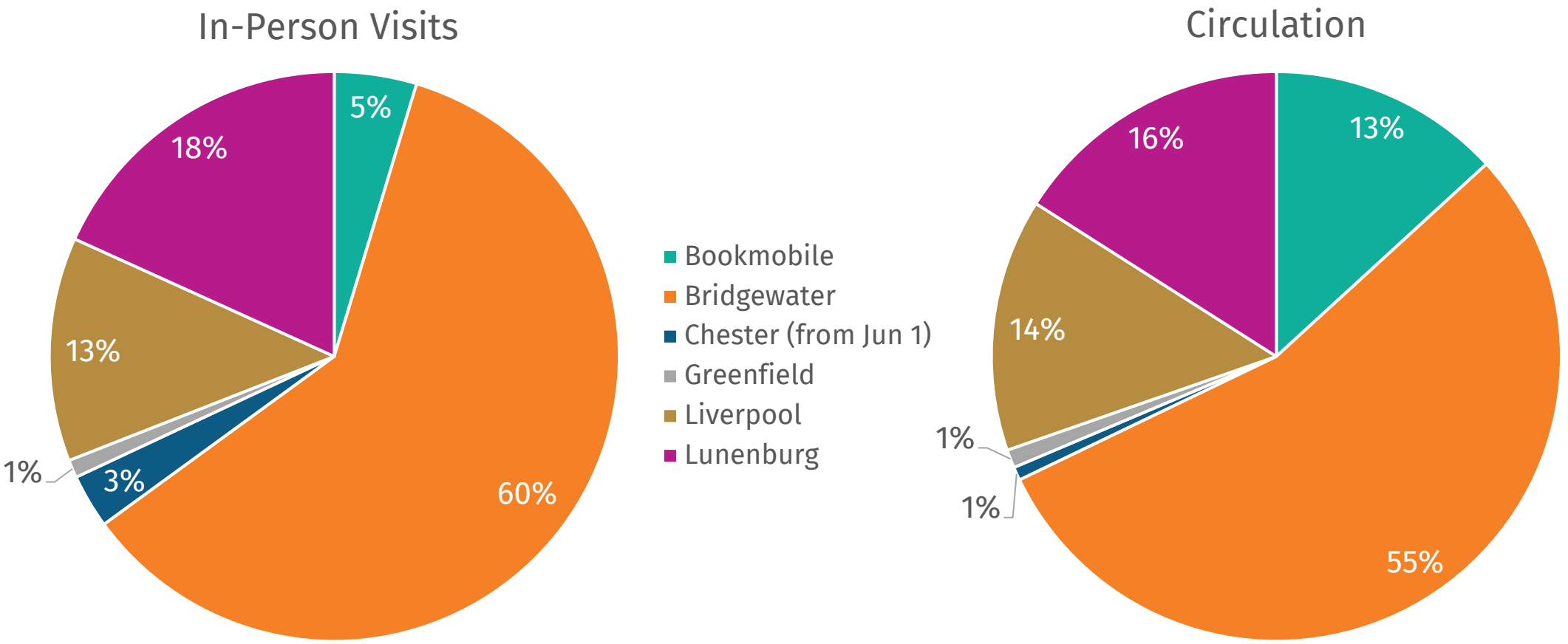
Weekly Open Hours per Location (2025-2026)





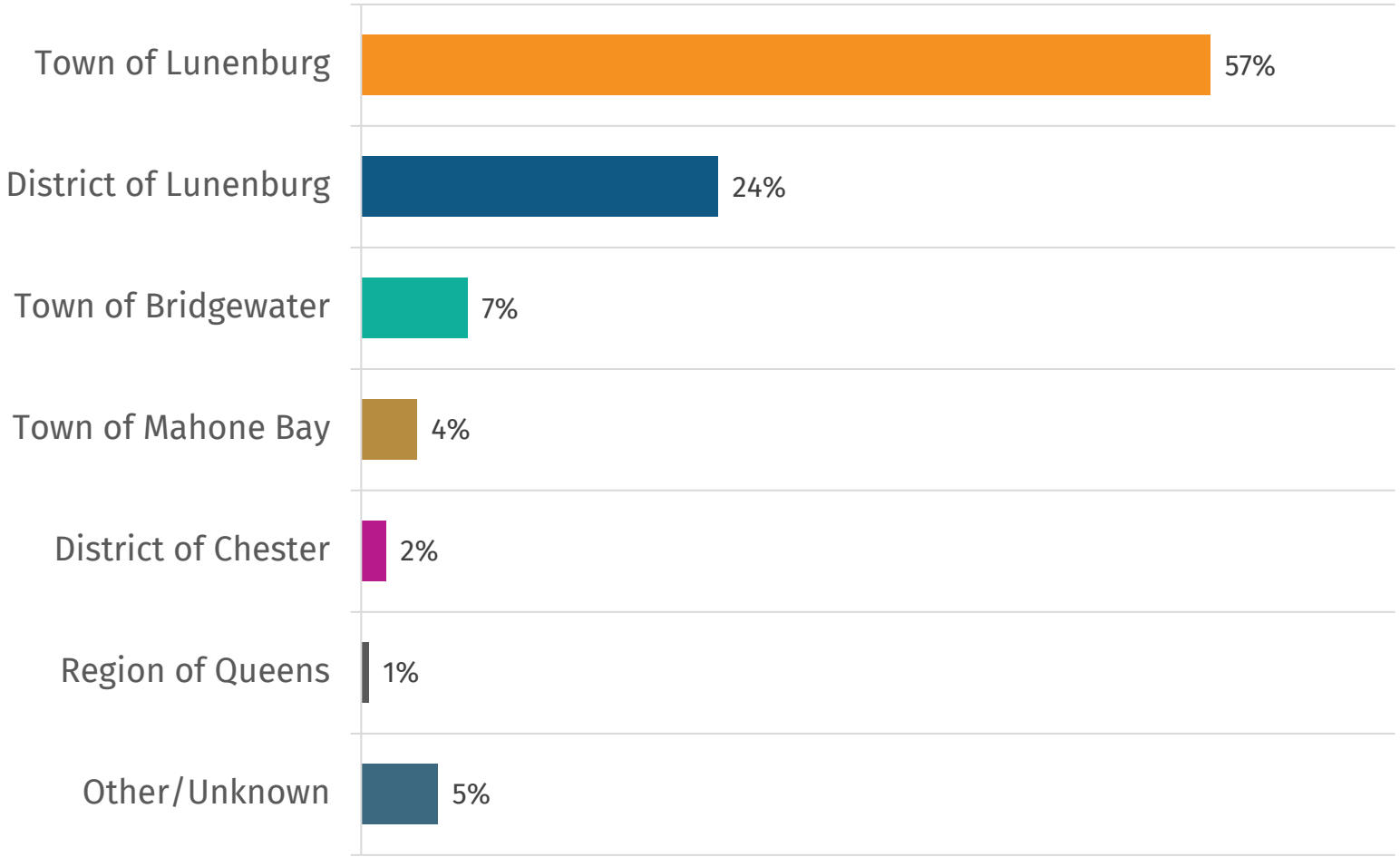
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Branch Comparison (2026 YTD)



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Lunenburg Library - Customer Profile





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Core & Innovative Library Service

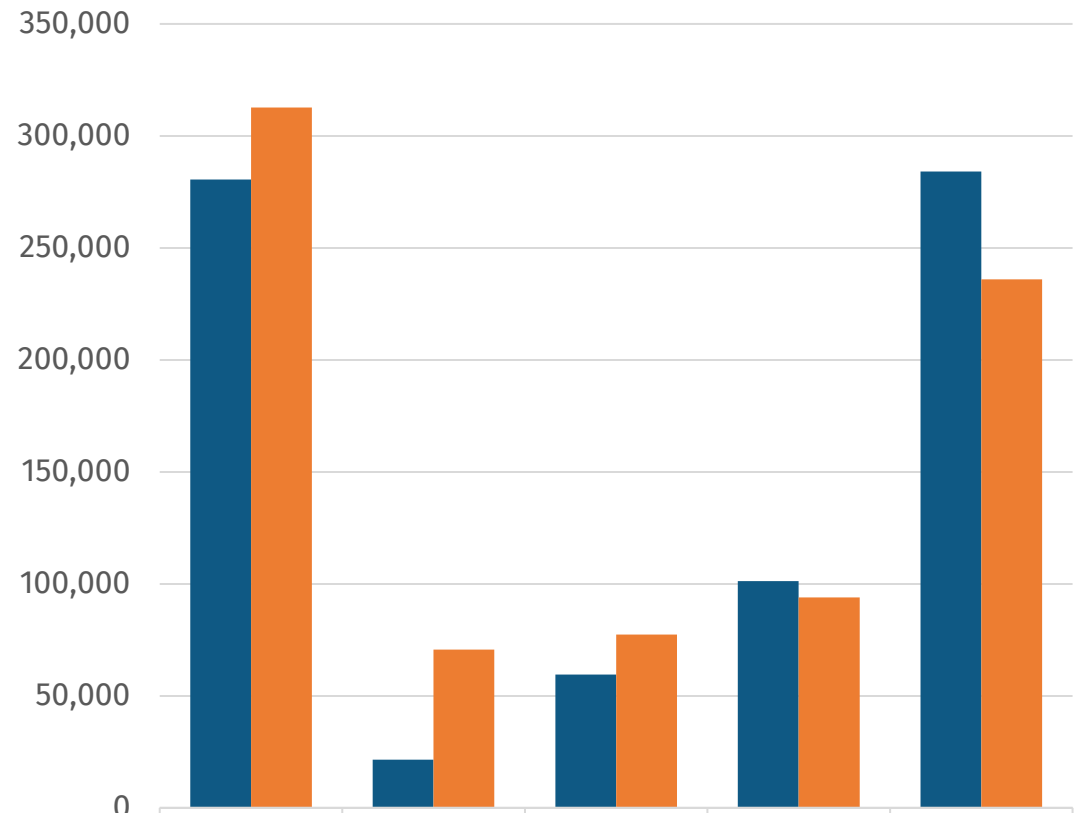
Supporting Family Literacy

- Board books, picture books, toys and games
- Reading together as a family contributes to early literacy
- Sets kids up for success in school and beyond



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Material Borrowing (10-year change)

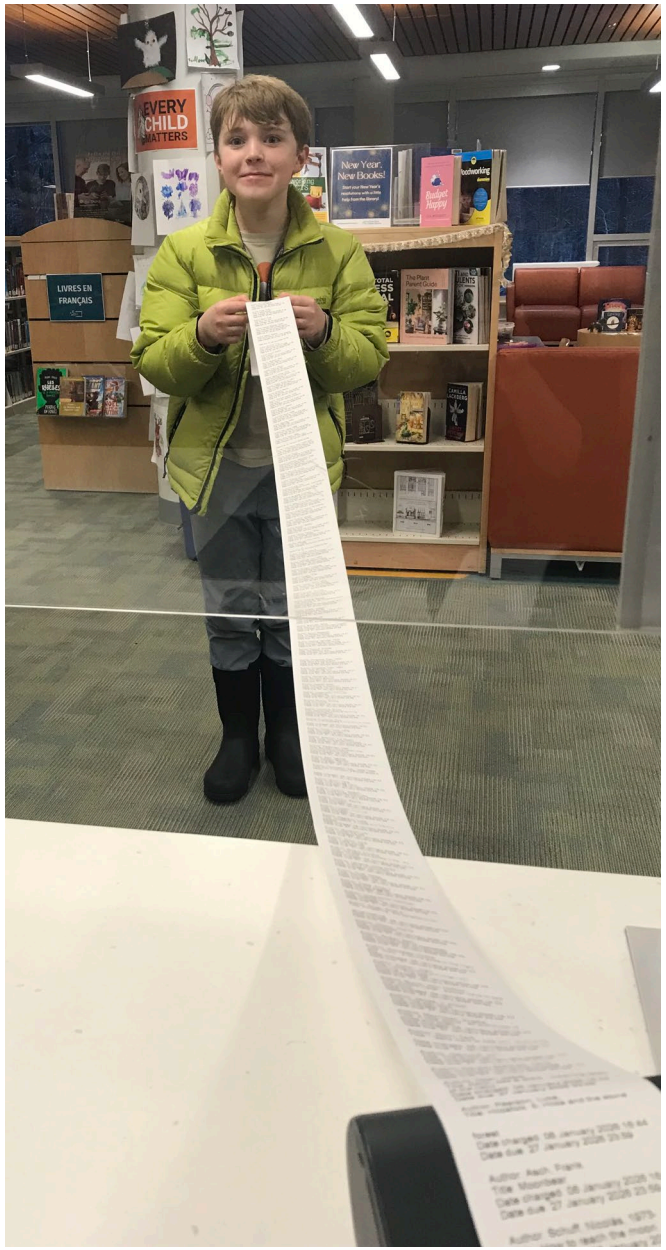


	Print	Digital	Requests	Holdings	Spent
2016-17	280,533	21,501	59,487	101,169	$284,114
2025-26	312,662	70,612	77,412	93,889	$235,987
Change	11%	228%	30%	-7%	-17%

Average book price:

2016 $17.87

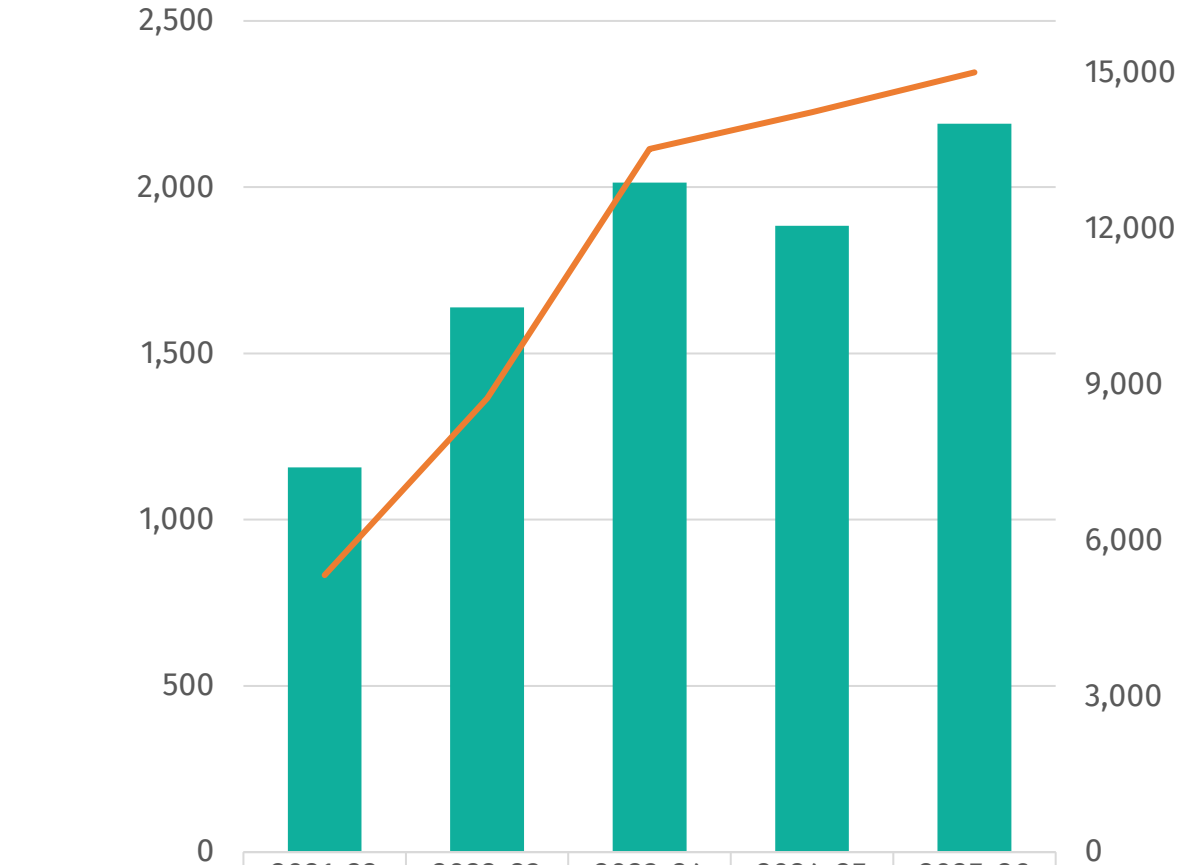
2025 $28.43



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Program Attendance (5-year trend)

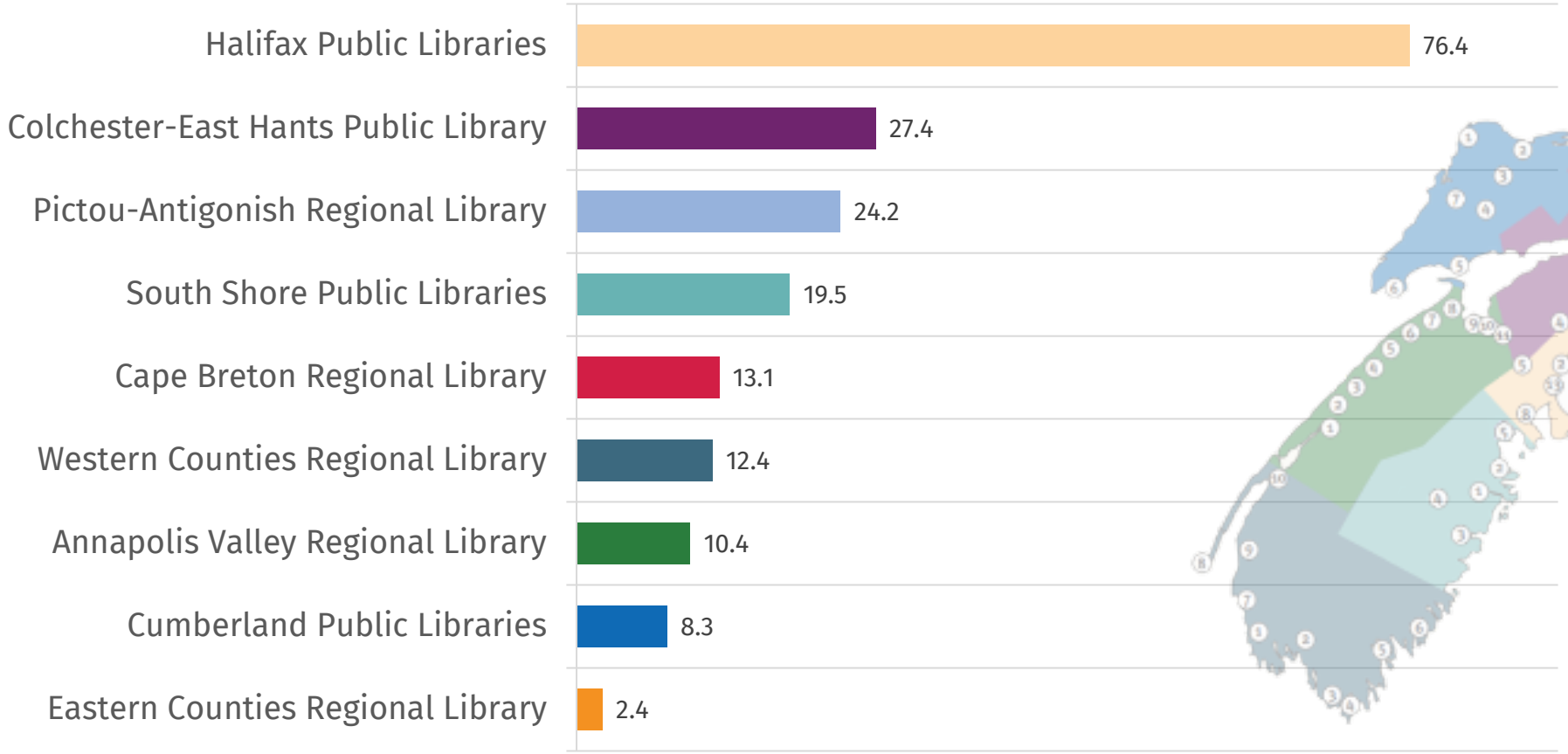


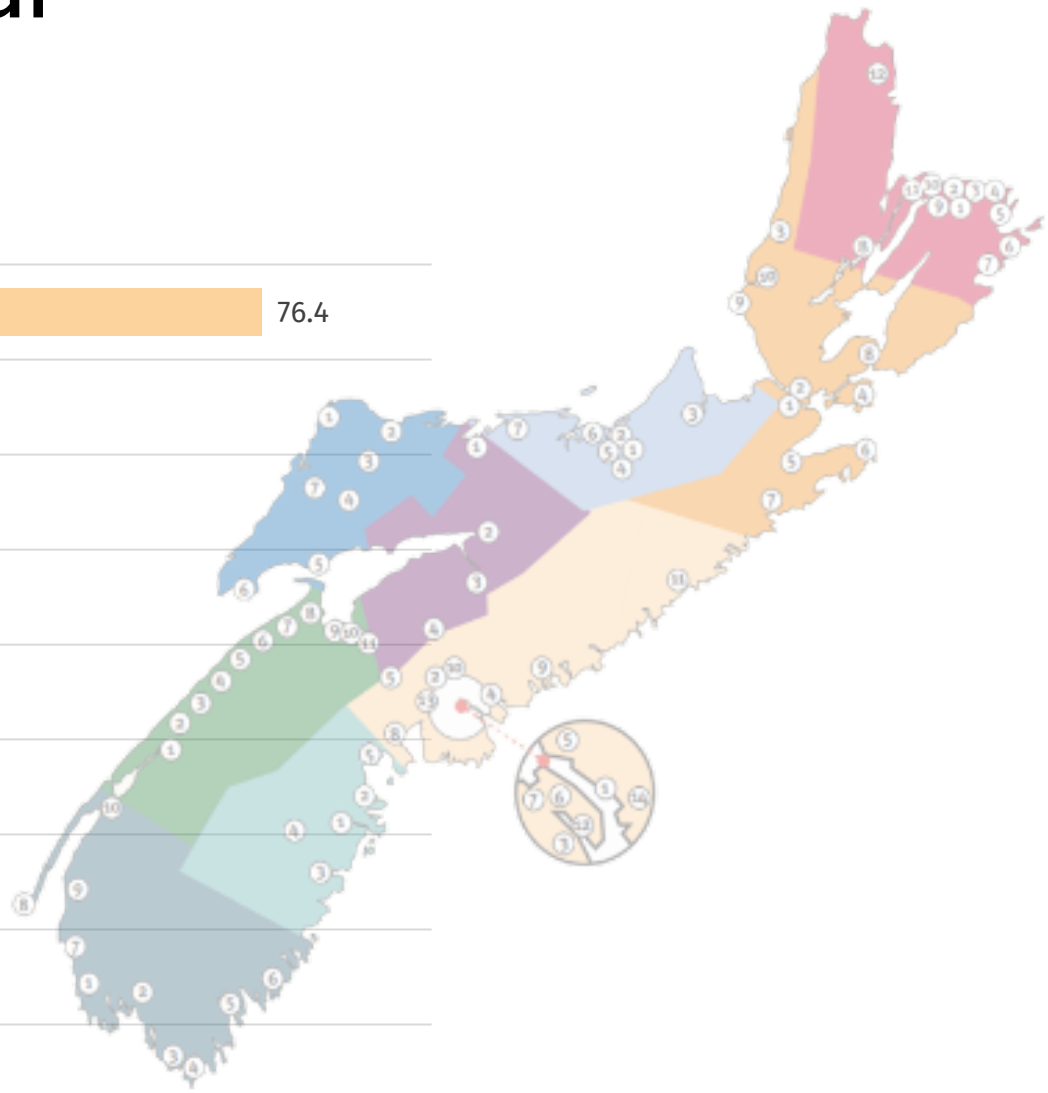
	2021-22	2022-23	2023-24	2024-25	2025-26
Programs	1,157	1,638	2,014	1,884	2,191
Attendance	5,332	8,739	13,535	14,244	15,010



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In-Person Visits per Open Hour (2025-26)





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2025-26 Highlights

10th Annual Lunenburg Lit Fest

- Record attendance for our 10th anniversary festival in 2025
- Brings international bestselling and local authors together
- Intimate setting enables meaningful audience engagement







Bookmobile – Literacy on Wheels

- Despite recurring maintenance issues, our flexible staff kept books on the road
- The last in the province, our bookmobile is beloved by many, often described as a “lifeline”
- New stops added for Bridgewater Daycare, Port Medway, Gold River, and Pentz Elementary



March Break

- Two programs (morning and afternoon) offered every day
- As always, completely free of charge, removing barriers to attendance
- 1,089 program attendees and 5,205 visitors in just five days!





Rachel Reid Fundraiser

- Tickets sold out in less than 30 minutes, including a couple from Dartmouth who camped out overnight!
- Standing room only Ice House Theatre
- Raised more than $4,000







Zoé Vallé Library

- Originally opened in 1928, reopened on June 1 as SSPL branch
- All operational costs, including staff wages, funded by the Village of Chester Commission
- 3,806 visitors in the first 4 months of operation

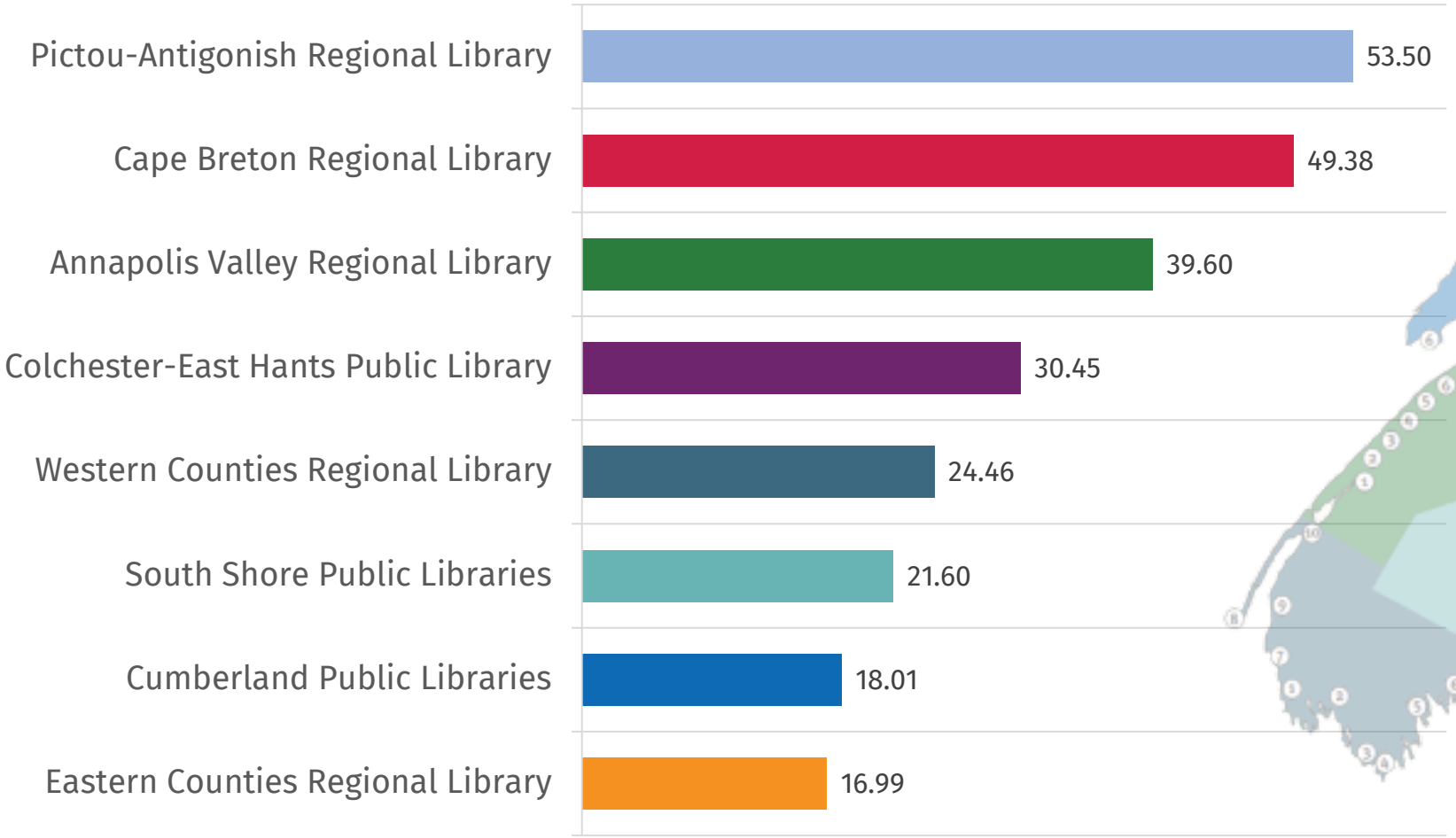


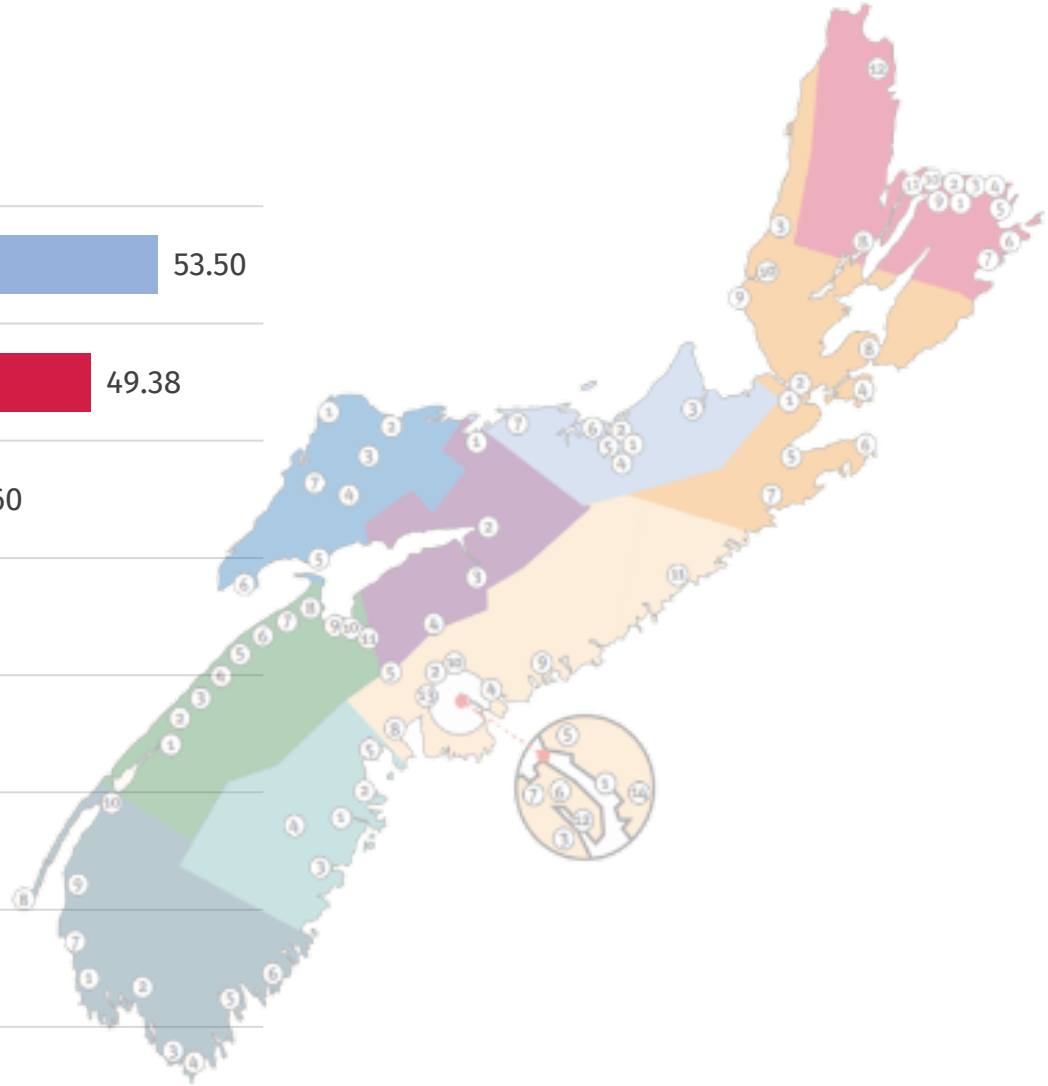




Library Operations

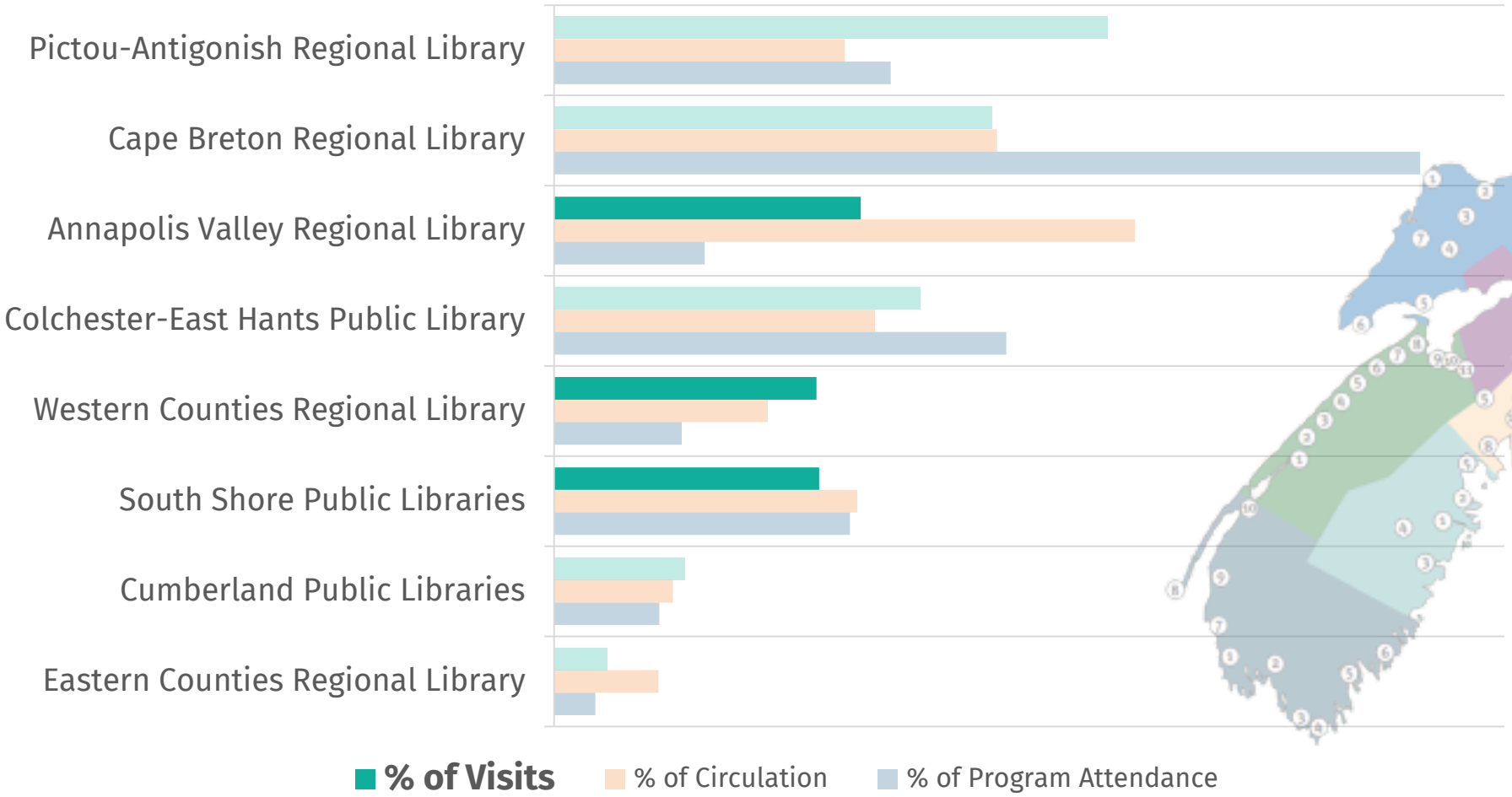
Total Staff (FTE)

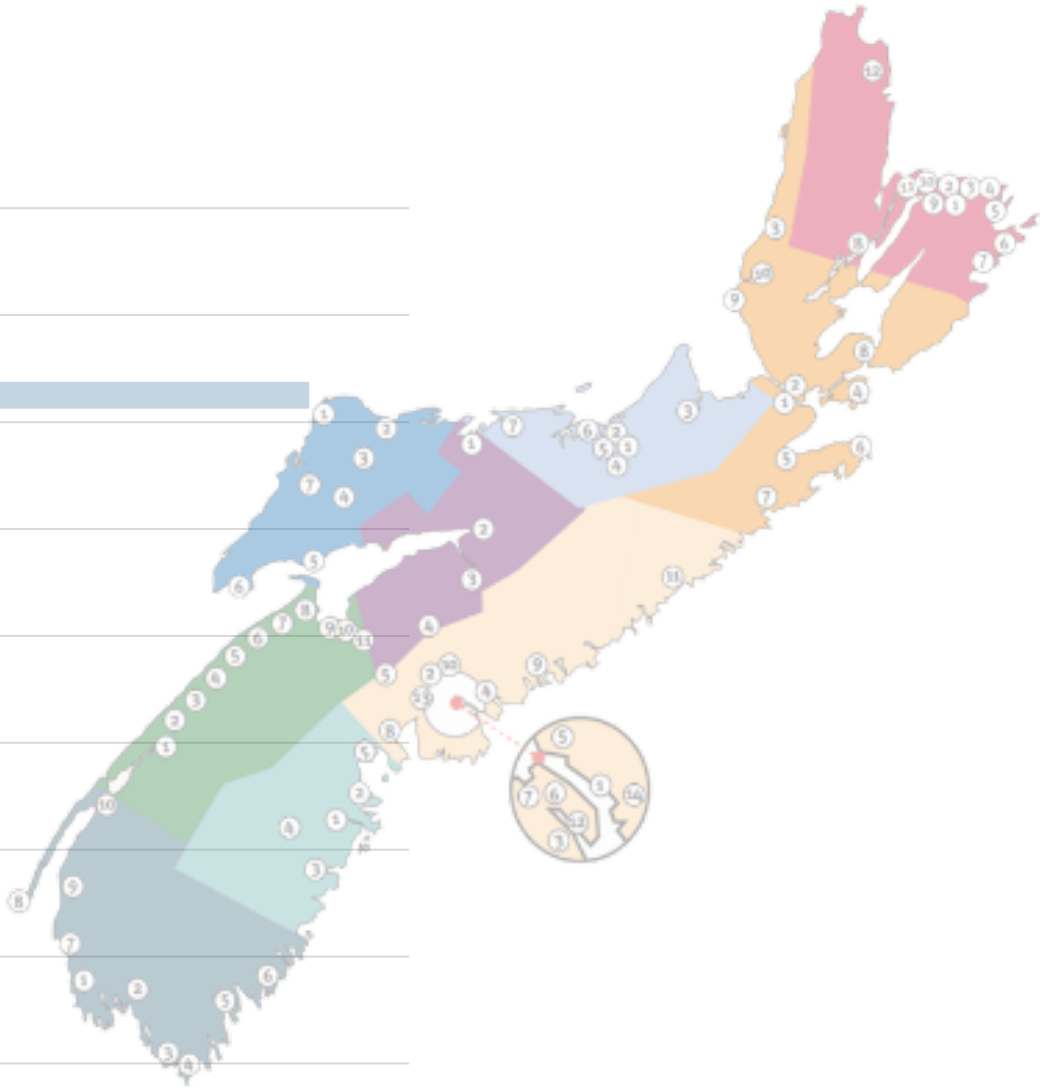




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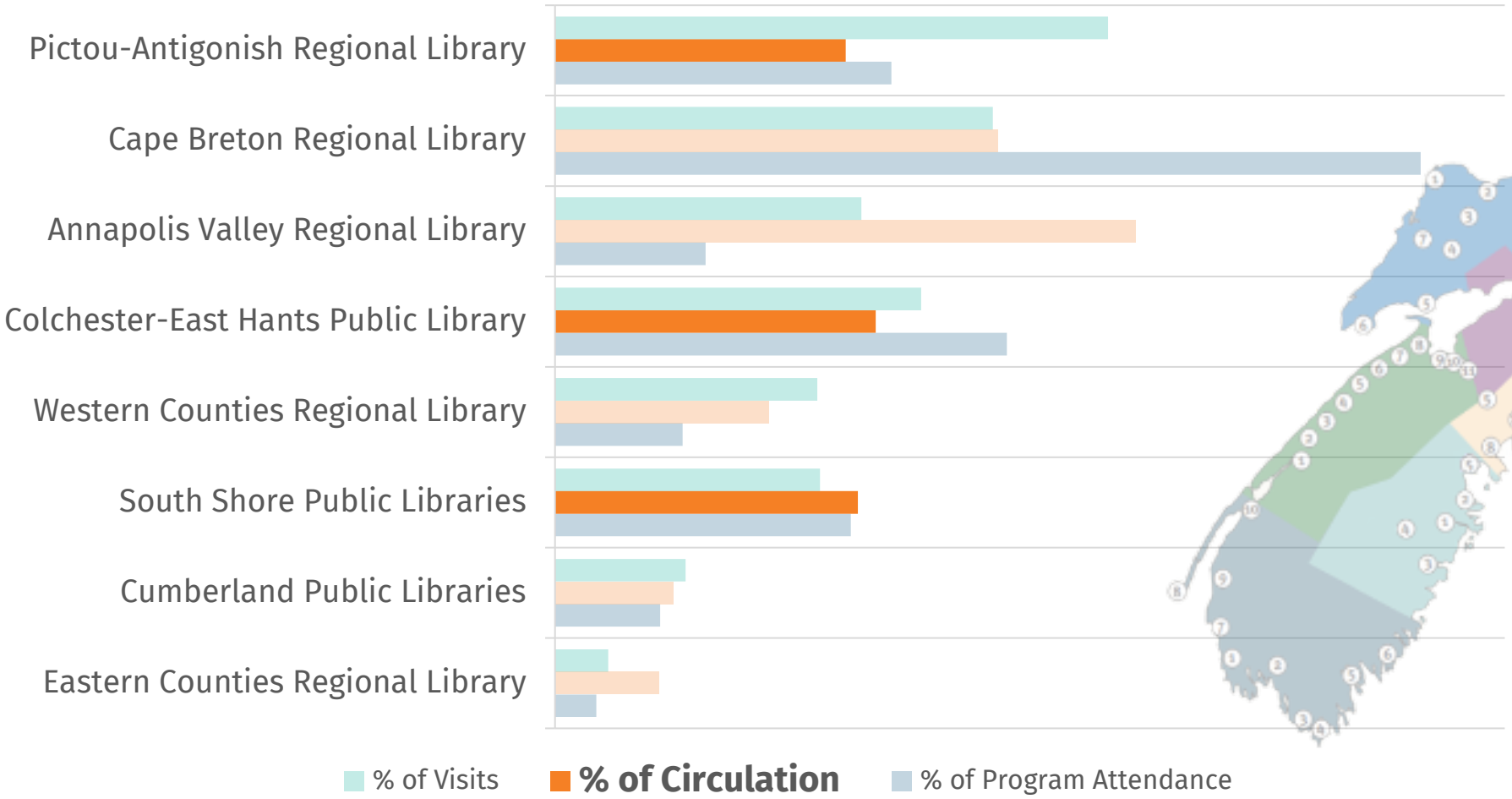
Key Performance Indicators

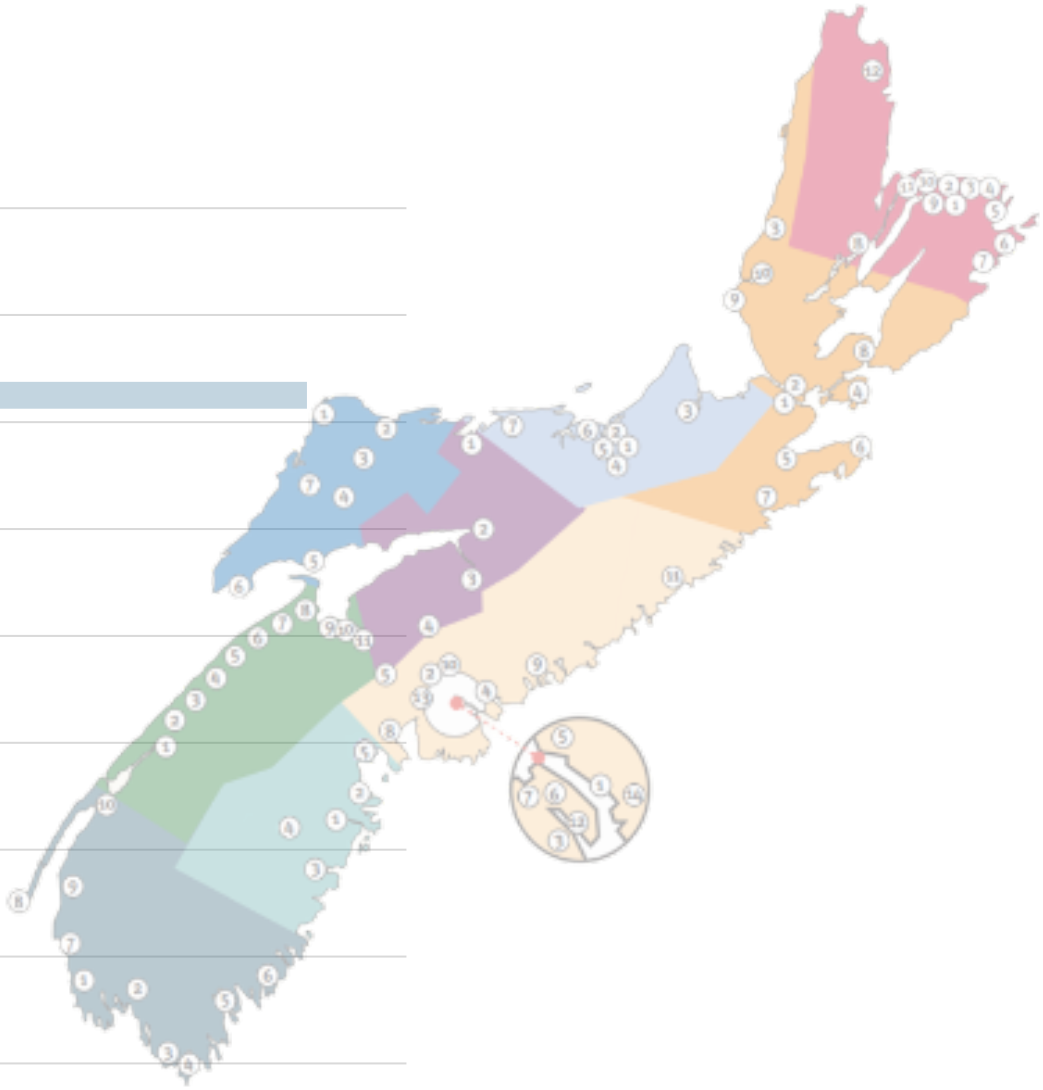




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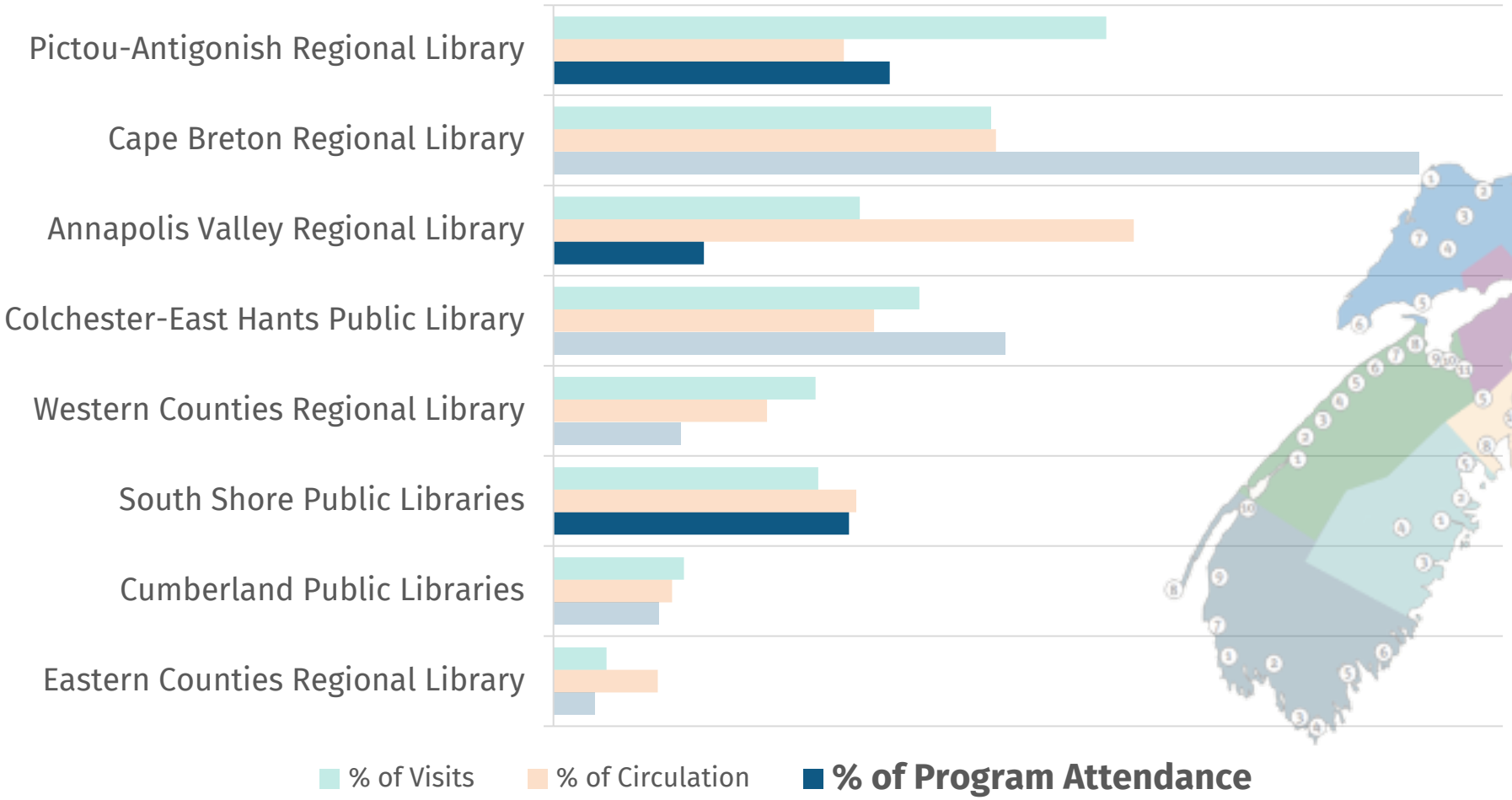
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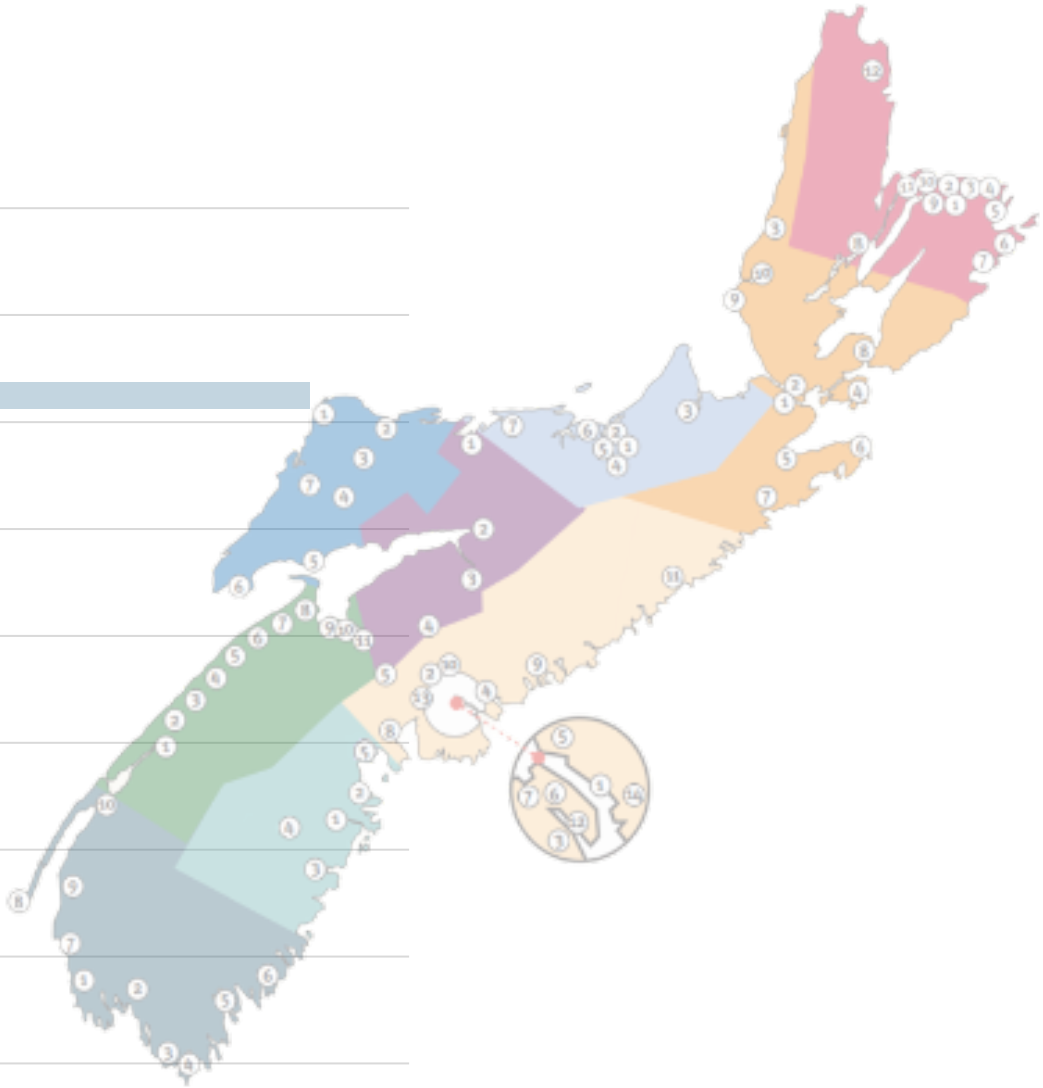




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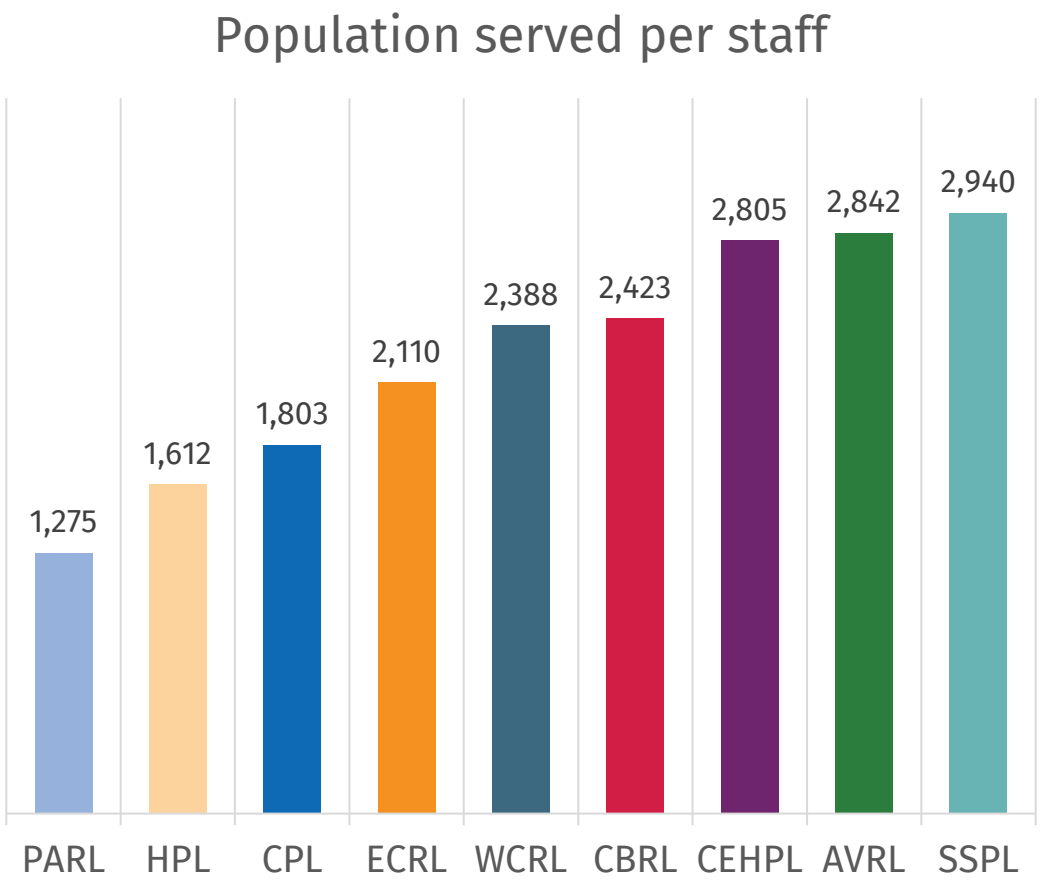
Key Performance Indicators

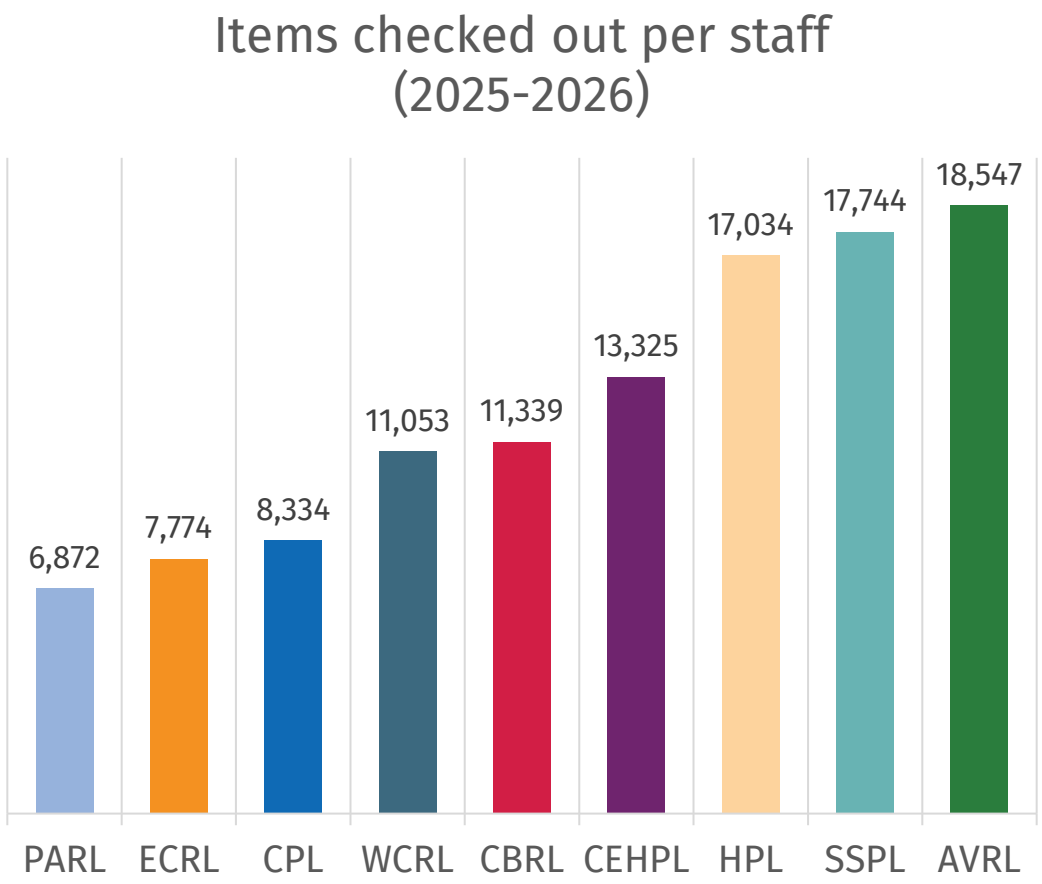




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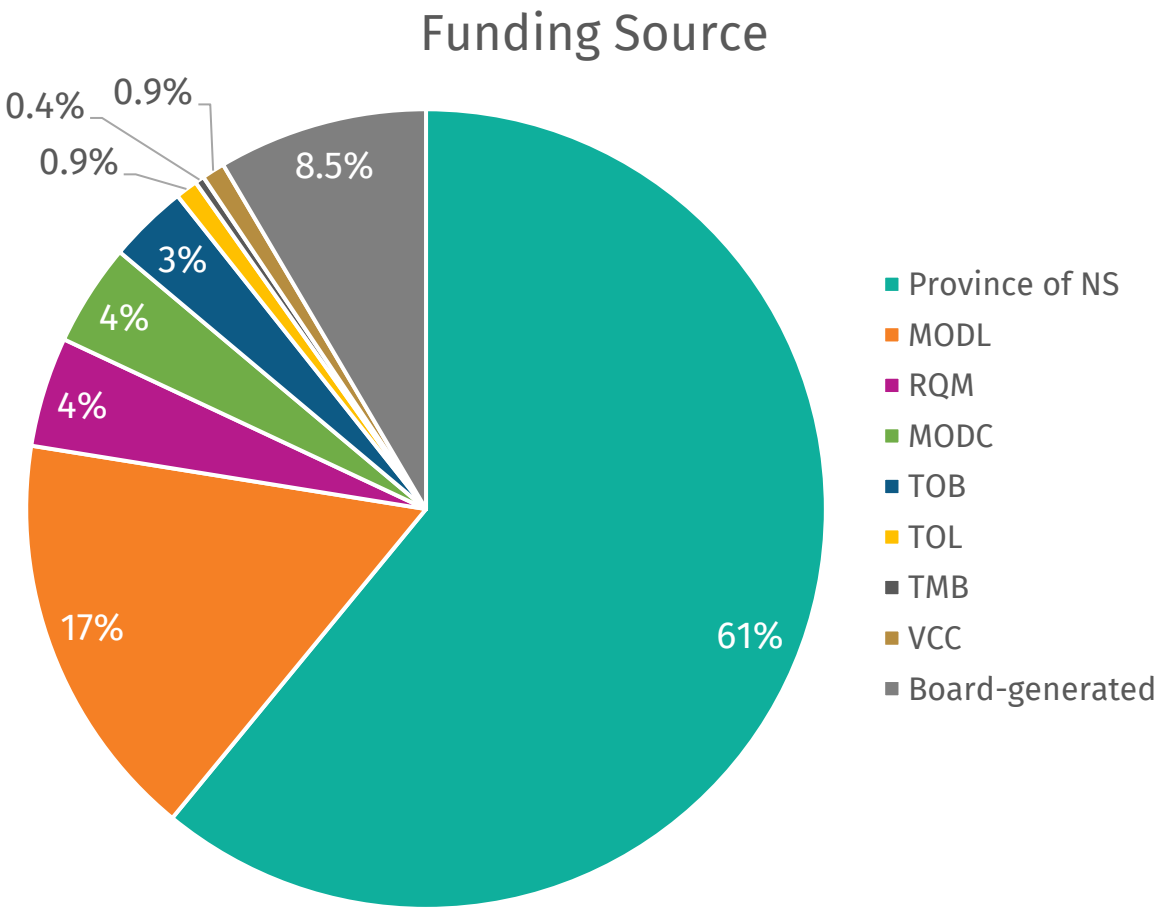
Staff Ratios

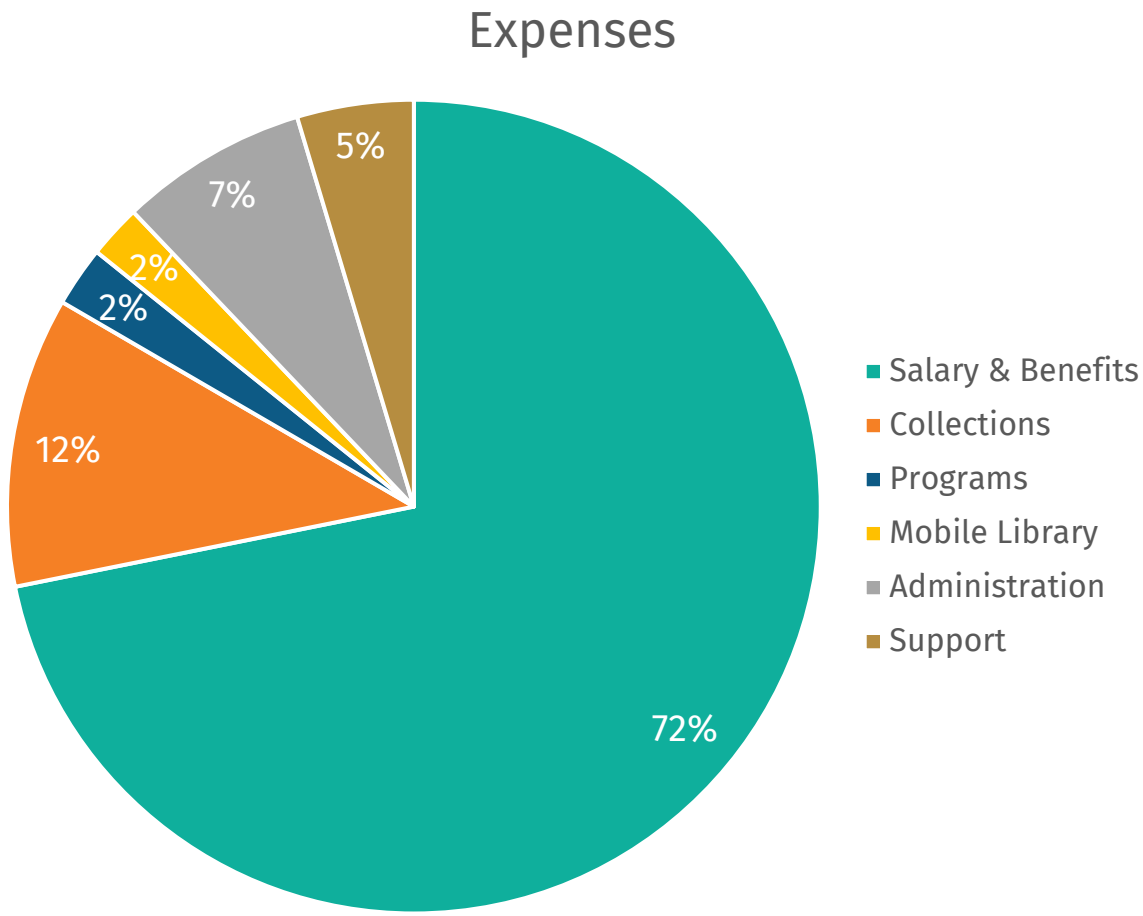




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Revenue vs. Expenses (2026-27)

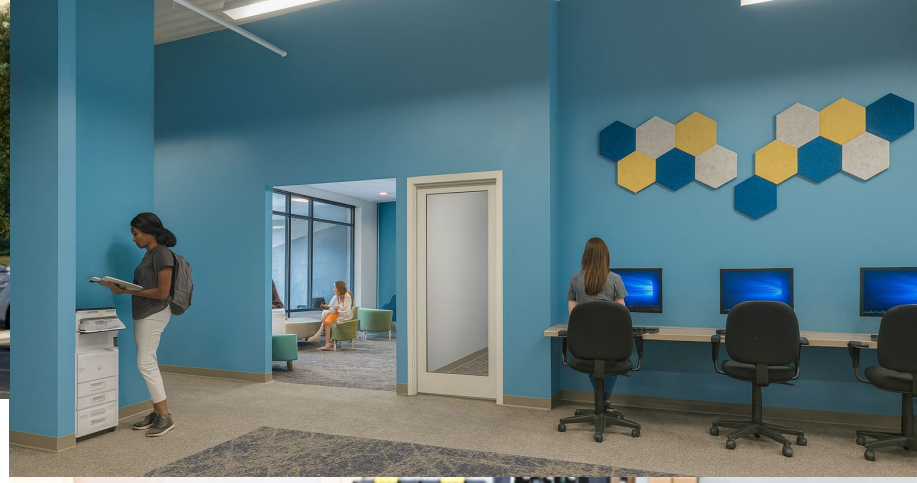




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What's Next for SSPL









Community Hub – *coming soon*

- MODL-leased 10,000 square feet, including Event Space, Makerspace, Boardroom, Flex Office, Podcast Studio, Commercial Kitchen, and more
- Fit-up cost of $3.25 million, plus an additional funding contribution of $180,000/year to cover SSPL staff wages
- Expands access to innovative spaces, programs, and equipment across the region

Library Funding Formula

- Governed by the Nova Scotia *Libraries Act. R.S., c. 254, s.1.*
- There was no funding formula in place for 17 years with small and sporadic increases from 2003 to 2009. The last increase was in 2020, when the provincial contribution rose from $14.3 to $16.4M
- Public libraries continue to evolve and expand – physical material borrowing continues to grow, yet the public also turns to libraries for tech help, free programs, health & social services
- Rising inflation, cost-of-living, and operational costs result in challenges maintaining core services, let alone growth
- **At this time, SSPL is requesting an additional 10% from its municipal partners to maintain service levels in 2027**

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2027/28 Municipal Funding Contributions

	2026/27 Funding Formula Contribution	2027/28 - *Additional Funds*
District of Lunenburg	$199,700	$180,000
District of Chester	$85,700	*$8,570*
Region of Queens	$84,000	*$8,400*
Town of Bridgewater	$66,500	*$6,650*
Town of Lunenburg	**$18,600**	***$1,860***
Town of Mahone Bay	$7,800	*$780*
Village of Chester	$0	$19,833

**green – confirmed, blue - requested*

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Summary

- South Shore Public Libraries continue to serve as the heart of our communities, celebrating Reading, Discovery, Learning, and Sharing
- Our circulation, in-person visits, and program attendance continue to rise in demand
- The public expects our services to grow, with requests for expanded hours, more physical space, updated technology
- Our funding has remained flat for the past 7 years, despite 24% inflation over the same period
- We have already made cuts to open hours, bookmobile schedules, staff training, public technology, and collection spending
- Without additional funding, SSPL faces further cuts in 2027
- We are requesting a 10% increase from all municipal partners in 2027-28, with an anticipated 12% request in 2028-29







From: Sue Bookchin via email
Sent: October 28, 2026 1:07 PM
Subject: thank you!

Hello Lunenburg friends,

We wanted to thank you so much, for your support of our 10th anniversary event, for those who were able to attend, and for voting to waive the fee for the community centre. As you know every dollar counts in this non-profit realm!

The staff at the centre were so very helpful and responsive. We really appreciate Kristi's guidance beforehand, and Trevor's on the day of. It made it all very seamless, and we are grateful for your support.

Best from all of us at Be the Peace Institute, and the committed volunteers who helped in the planning.

Warmly,

Sue

Sue Bookchin, ED
Be the Peace Institute
902 624-8011
sue@bethepeace.ca

www.bethepeace.ca

Subject:	Development Officer Appointment
From:	Marc Kiely – Director, Community Development
Reviewed by:	Lisa Dagley – Interim CAO
Date:	November 10th, 2026 - Regular Council Meeting

Recommendation:

That Council appoint the following Municipality of the District of Lunenburg (MODL) staff and Town of Lunenburg Director of Community Development as Development Officers for the Town of Lunenburg pursuant to the Nova Scotia Municipal Government Act:

- Norma Schiefer
- Alan Howell
- Emma MacDonald
- Ella Gindi
- Rosemary Young
- Jeff Merrill
- Melissa Deveau
- Marc Kiely

Background:

The Nova Scotia MGA requires a municipality to appoint a development officer(s) to administer development controls on behalf of Council. These controls include such things as, but are not limited to, the administration of the Land Use Bylaw, Subdivision by-law, granting or refusing development permits, and variances.

Discussion

The Town of Lunenburg is finalizing a service agreement with MODL for the provision of Planning and Development services. As such, to be able to carry out the agreed upon development control services, Council needs to appoint staff with the requisite expertise required by the Town of Lunenburg. The appointment itself does not establish or amend service levels, operational practices, policies, or budget allocations as those are contained within the service agreement. Additionally, Staff are requesting that the Director of Community Development for the Town of Lunenburg also be appointed as a Development Officer to create an additional level of resiliency and accountability within the Town's operational structure. The Town's Community Development Director would only need to exercise this item in extenuating circumstances.

Strategic Plan Relevance

- Organizational Capacity: From Staffing to Sustainable Performance

- Governance and Planning: Turning Vision into Action

Relevant Legislation

- Pursuant to Section 243(1) of the MGA, Council must appoint a Development Officer to administer the Land Use By-Law and Subdivision By-law.

Financial

There are no direct financial implications arising from the appointments. Costs associated with development control services will be managed through the applicable service agreement.

Communications

Should Council approve the appointments, staff will provide written notification of same.

Town of Lunenburg Motion Action List

PRIORITY A = Action within 3 months (Nov. 2026 – Jan. 2027)

PRIORITY B = Action within 6 months (Feb. 2027 – Apr. 2027)

PRIORITY C = Longer-term (Beyond Apr. 2027)

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, In process as of October 2026 with Consultants	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**	Oct 27, 2026 Update: Staff are working with FOTENN Consulting on the background review of the MPS and LUB. Anticipating discussions with Council and consultations with HAC, PAC, Staff and the public into November. Staff are meeting Oct 30 to review next steps with FOTENN.
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	Public Works	**PRIORITY A (in progress)**	October 27, 2026 Update: Staff have been reviewing

		Street, based on available traffic study data and exploring the 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.			traffic monitoring data and will be preparing a report for Council. Data has been sent for feedback by the RCMP. Additionally, a review of the new regulations of the Traffic Act will impact processes associated with speed limit reductions and will be highlighted in the upcoming report.
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**	October 15, 2026. Staff and members of the Grant Sub-Committee met to review the Sponsorship Policy, Special Events Policy, and Community Grant Policy. Staff will be working on an updated version to bring forward to Council within the next few months and look for approval before April 1, 2027.
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 A**	October 6, 2026, Update: Council has requested to start the discussion on the Cemetery prior to budget processes. A report to start the discussion on the Cemetery is scheduled for

					November. The item was moved from Priority B to A at the request of Councillor Fullerton.
Draft Lunenburg Certificate of Recognition Policy	October 10, 2026	The Town receives requests and identifies opportunities to recognize residents, businesses, organizations, volunteers, teams, and community groups for significant achievements, milestones, service, and contributions. In the absence of a formal policy, recognition requests are considered on a case-by-case basis, which may result in varying approaches to eligibility, approval, and presentation. The draft policy proposes a framework for municipal recognition that establishes eligibility criteria, recognition categories, nomination requirements, approval authorities, administrative processes, presentation protocols, and record-keeping requirements. The policy also includes provisions for considering exceptional or community-wide circumstances. It identifies circumstances where requests would be ineligible, including activities that are contrary to legislation, municipal policies, or the Town's obligation to maintain a respectful and inclusive environment.		**PRIORITY A**	October 10, 2026 Update: Staff have received direction from Council on changes and updates to the proposed Policy. Staff will work to bring to the December 2026 COTW.
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	Municipal Clerk/ Community Development	**PRIORITY B**	October 27, 2026 Update: Staff are working on the review of the Vending By-Law with processes to bring to Council for review in early 2027. This By-Law also has links to the MPS and LUB and should be

		not be rushed, particularly given seasonal considerations and engagement with the business community.			reviewed in similar processes.
Lunenburg Athletic Facility Fund Policy Update	September 1, 2026	Council considered a staff report regarding a request from the Lunenburg Curling Club to enable donations through an investment account with capital dividends. Staff explained that the current LAFF structure does not accommodate this type of donation and that establishing a process would require the creation of an appropriate investment account and related administrative procedures. Council's direction was requested before staff undertook further work. Council also discussed the need to review and update the existing LAFF policy to reflect any new donation mechanisms and to address outdated provisions.	Finance		October 27, 2026 Update: A report with suggested changes to the LAFF Policy will be brought forward to the COTW meeting November 17, 2026.
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**	Community Development has a Traditional Knowledge Study budgeted to be completed before March 31, 2027. This will help provide steps and processes associated with indigenous consultations and build steps to review the Cornwallis St. renaming process.
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**	September 22, 2026. Council directed staff to review options for the banner policy following the request for banners by Doc

					Fest. This request could reflect on further banner requests from other organizations. Staff will work over the winter to have a policy in place for spring 2027.
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 *if this is too much perhaps this considered in a different year per Council discussion~~ • Consistent signage improvements • King St barricades and Montague St Barricade	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
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**	Finance will bring forward in early 2027.
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**	This was a request from ABCO contingent on ABCO paying for the amendments, but no

				Requires ABCO to follow-up with Town	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	Before next election
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	

OTHER DIRECTION ITEMS OF COUNCIL					
Prominent Lunenburger Recognition	October 6, 2026 COTW	Councillor Strachan provided notice of motion related to issuing a call for nominations for the recognition of prominent Lunenburg residents. The matter is expected to proceed following discussion by the Heritage Advisory Committee	Community Development		Follow-up is needed for the next steps on promotion and calls for Prominent Lunenburger Recognition and processes for nomination.
King St. Yellow Corner barricades	October 6, 2026 COTW	Deputy Mayor Bailey noted receipt of public feedback regarding the yellow curb markings at street corners. Staff will provide information on possible alternatives and any associated budget implications at a future Council meeting.	Public Works		
Maintenance on Green Spaces	October 6, 2026	Deputy Mayor Bailey requested information on the maintenance of public gardens and green spaces, including the role of staff and community volunteers, and opportunities to recognize residents who contribute to the upkeep of these areas.	Public Works/ Recreation		
Kent Field Request for Sanitary Lift Station	September 8, 2026	Council received a presentation from Kent Fields Estates Ltd. regarding a proposed residential development (two 16-unit apartment buildings and two 8-unit apartment buildings) on Centennial Avenue and a request that the Town consider constructing and operating a municipal sanitary sewer lift station to service the development and future growth in the area.	Public Works		Staff are working with CBCL Ltd on a review of the requirement for the lift station and how it will affect infrastructure downstream. Staff anticipate a report back to Council by December.
ABCO Water Lot Purchase Letter of Support	September 8, 2026	Council received a presentation from Greg Huskilson, co-owner of ABCO Industries, regarding a proposed shipyard enhancement project and the acquisition of a water lot adjacent to the company's waterfront property. ABCO advised that the project is intended to support the construction, maintenance, and servicing of larger vessels,			Staff have been working to meet with Transport Canada to get information on the processes for sale of a water lot. Once a meeting is

		including opportunities associated with federal defence and marine procurement initiatives. The proposed project includes expansion of the shipyard slipway, installation of a travel lift system, expansion of manufacturing facilities, increased automation, workforce growth, and investment in employee training. An anticipated start date was estimated for spring / summer of 2027.			established, staff will bring forward questions and concerns of Council. Once information is received, a report will come before Council for consideration.
Noise By-Law Review		Staff presented the annual review of the Noise Bylaw, reporting that the bylaw continues to function effectively as an enforcement tool. Most complaints received during the year involved residential or isolated incidents, such as construction outside permitted hours and prolonged music. These matters were resolved through voluntary compliance, and no summary offence tickets were issued. Staff noted that the primary enforcement challenge involved recurring complaints related to amplified outdoor music from a registered business. While the business was cooperative and responded to requests to reduce volume, concerns were raised regarding the frequency of events and the cumulative impact on nearby residents.	By-Law Enforcement		Council has directed staff to work with the business in question regarding amplified music and to report back in January 2027. If mitigating measures do not meet the satisfaction of Council, then Council can proceed to make amendments to the By-Law at that time. Additionally, the Noise By-Law will need updating based on the new Traffic Act and the authority of Municipalities to manage loud vehicle noises. This change was made as of October 19, 2026.
Expression of Interest Lunenburg Academy		Staff are finalizing the Expression of Interest for the rental spaces of the Lunenburg Academy. There has been some interest in changing spaces at the Academy by some tenants and working through the processes with those renters before releasing the EOI	Administration/ CAO		