



## AGENDA

### Town of Lunenburg Council Meeting

Tuesday, January 25, 2022 at 6:00 p.m.

Via Zoom Webinar

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1. Call to Order – Mayor Risser
2. Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People – Mayor Risser
3. Agenda

Motion: moved and seconded approval of the agenda.

4. January 11, 2022 Council Meeting Minutes

Motion: moved and seconded approval of the January 11, 2022 Council meeting minutes.

5. Public Hearings, Presentations and Questions
  - a. Scott Clements, 107.9 Lunenburg Radio FM
6. Correspondence, Petitions and Proclamations Consideration
  - a. Board of Trustees Common Lands Appointment – for information
  - b. #1792 Project 230<sup>th</sup> Anniversary – discussion and possible motion

Motion: moved and seconded that the following annual proclamation be made:

WHEREAS January 15, 2022 is the 230<sup>th</sup> anniversary of 15 ships departing the harbour of Halifax in 1792, and that the conditions and causes that led to the exodus of 1,196 self-liberated Black Loyalists were conditions of abject institutionalized racism and that this departure took place at the height of the transatlantic chattel slave trade, one of the cruelest chapters in the history of humanity;

WHEREAS the Town of Lunenburg recognizes that people of African descent have been a part of Canadian society since the early 1600s and that their enslavement occurred on this land for centuries and that the Black Loyalists' departure is linked to the failure of institutional, political, and societal will to fulfill the promises that were made to the communities that left for Sierra Leone;

WHEREAS the Town of Lunenburg is committed to promote histories such as the 15 Ships to Sierra Leone that often have been left in a vacuum of erasure. The resources provided for well-known monumentation have historically been funded at the expense of those erasures;

WHEREAS the Town of Lunenburg continues to recognize the ongoing significance of the UN Decade of African Descent and the importance of recognizing the history of Black Loyalists in Nova Scotia, and how all communities in Nova Scotia continue to be affected by the historic rift of the Black community; and

WHEREAS the Town of Lunenburg recognizes that secure housing and land was promised to these early settlers and very few received what was owed. No one received the promised 100 acres of land for each head of household despite petitions (by Thomas Peters). For many Black Loyalists, shared Mi'kmaq knowledge was key to survival in the first winters.

THEREFORE be it resolved that I, Mayor Matt Risser, declare January 15, 2022 the "Day of Black Loyalist Exodus: 15 Ships to Sierra Leone" in the Town of Lunenburg.

7. Business Arising from the Minutes/Unfinished Business

- a. Five-Ton Salt Truck for Public Works Update – staff report and recommendation

Motion: moved and seconded to rescind the approval of tender award to Nova Truck Centres of Truro NS for a 2023 Freightliner 1085D for a total price of \$193,600 + HST = \$222,640 (\$202,000 including net HST) as approved by Council on December 14, 2021.

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion

- a. Joint Occupational Health and Safety Committee November 10, 2021 - for information
- b. Project Lunenburg Steering Team December 1 and 8, 2021 – for information

9. New Business

- a. Pan-African Flag Raising Request for February 2022

Motion: moved and seconded that the Pan-African flag be raised in the Town of Lunenburg in recognition of African Heritage Month February 2022.

b. Committee Volunteer Applications: Heritage Advisory Committee and Planning Advisory Committee – 4 + 2 applications

**Motion:** moved and seconded that \_\_\_\_\_ be appointed as a citizen representative on the Heritage Advisory committee.

**Motion:** moved and seconded that \_\_\_\_\_ be appointed as a citizen representative on the Planning Advisory committee.

10. Meet in camera

**Motion:** moved and seconded to meet in camera to consider the following matters pursuant to section 22 (2), Municipal Government Act:

- Potential property acquisition
- Electric Utility contract negotiations
- Application for tax relief
- Shared service agreement

11. Resumption of Council meeting in public session - motion to consider any in camera meeting notices of motion and/or recommendations pursuant to section 22 (3), Municipal Government Act

12. Adjournment – Mayor Risser

*Agenda items awaiting staff reports, etc. for further consideration*

<u>Agenda Item</u>	<u>Assigned to</u>	<u>Council Meeting Assigned</u>	<u>Status</u>	<u>Anticipated Return Date</u>
Watershed boundary extension and land management plan with external resources	Public Works	October 13, 2020	Town Engineer will prepare a report for draft Budget 2021/22 consideration	TBD

*Please note* – The agenda is subject to change.

**TOWN OF LUNENBURG COUNCIL MEETING MINUTES**

**TUESDAY, JANUARY 11, 2022 AT 6:00 P.M.**

**LUNENBURG COUNCIL CHAMBER, 120 TOWNSEND STREET**

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**PRESENT:** Mayor Matt Risser  
Deputy Mayor Peter Mosher  
Councillor Jenni Birtles  
Councillor Melissa Duggan  
Councillor Stephen Ernst  
Councillor Ed Halverson  
Councillor Susan Sanford

**ALSO PRESENT:** Ann Covey, Recording Secretary  
Kelly Cunningham, Recreation Director  
Lisa Dagley, Finance Director  
Dennis MacPherson, Town Engineer  
Kevin Malloy, Interim Chief Administrative Officer  
Heather McCallum, Assistant Municipal Clerk

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1. Call to Order

The mayor called the meeting to order at 6:22 p.m. following technical difficulties related to the Zoom online meeting format.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.

3. Agenda

**Motion: moved and seconded approval of the agenda. Motion carried.**

4. December 14, 2021 Council Meeting Minutes

**Motion: moved and seconded approval of the December 14, 2021 Council meeting minutes. Motion carried.**

5. Public Hearings, Presentations and Questions

6. Correspondence, Petitions and Proclamations Consideration

a. Municipal Profile and Financial Condition Indicators Results 2019

7. Business Arising from the Minutes/Unfinished Business

a. Wastewater treatment plant – Flood Control

The TE reviewed the report (Schedule “A”).

Motion: moved and seconded the approval of the WWTP Flood Control Project in the amount of \$252,500. In fiscal 21/22 for detailed design funded from Deed Transfer Taxes. In fiscal 22/23 Construction, including site engineering funded from a Capital Borrowing. Motion carried.

b. Comprehensive Community Plan (CCP) Q3 2021/22 Quarterly Report

The CAO reviewed the presentation (Schedule “B”).

The AMC summarized the quarterly report (Schedule “B”).

8. Committee Meeting Minutes, Recommendations, Reports and Notices of Motion

9. New Business

a. Nova Scotia Utility and Review Board - 369 of the Municipal Government Act – 2022 Municipal Boundary Review

The CAO outlined the NSUARB request (Schedule “C”).

Motion: moved and seconded to prepare a staff report regarding section 369 of the Municipal Government Act regarding the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors, options therefor, and a public consultation methodology prior to making an application to the NSUARB (Schedule “C”). Motion carried.

b. 2021/22 Capital and Operating Variance Report to October 31, 2021

The FD reviewed the report (Schedule “D”).

c. En Pointe Rental Rate Reduction Request at Community Centre: After School Program Organization

The RD reviewed the report (Schedule “E”).

Motion: moved and seconded to provide En Pointe Performing Art Studios with a 25% discount towards rental fees at the Lunenburg Community Centre when renting 5 hours or more per week for after school program purposes, with a minimum of 6-month rental commitment.

Motion: moved and seconded to divide the question. Motion carried.

The first motion was defeated with unanimous opposition.

Motion: moved and seconded to provide En Point a fixed rental rate of \$1,500/month, tax included, during the months of July and August 2022 to offer summer programming in the Lunenburg Community Centre.

Motion: moved and seconded to defer the second motion until a fuller proposal can be drafted and submitted by En Pointe. Motion carried.

d. Skate Park: Private Donation Carry Forward To 2022/23

The RD reviewed the report (Schedule "F").

Motion: moved and seconded to carry over the \$17,500 balance from private donation towards the 2022/23 skate park upgrades (Schedule "F"). Motion carried.

10. Meet in camera

Motion: moved and seconded to meet in camera to consider the following matters pursuant to section 22 (2), Municipal Government Act:

- Licensed use and agreement for municipal property

Motion carried.

Council recessed and met in camera at 7:18 p.m.

11. Resumption of Council meeting in public session

The public portion of the Council meeting resumed at 7:48 p.m. The following Council in camera meeting recommendation was considered by Council.

Motion: moved and seconded to recommend in open session that the Town enter into a FIRST Lease Amendment Agreement for the second floor of the Lunenburg Academy with the South Shore Regional Centre for Education (SSRCE) (which have had the legal costs clause deleted prior to the execution by SSRCE) and the Mayor and Manager Clerk/CAO are authorized to execute the Leases on behalf of the Town and affix the Municipal Seal thereto. Motion carried.

12. Adjournment – Mayor Risser

The meeting was adjourned at 7:49 p.m. by the Mayor.

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Ann Covey, Recording Secretary  
for Kevin Malloy, Interim CAO

**From:** [Scott Clements](#)  
**To:** [Heather McCallum](#)  
**Subject:** Re: Lunenburg Radio FM  
**Date:** January 20, 2022 2:30:39 PM

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Good afternoon Heather. What I'm looking for is a motion from the town Council to support the application for a new radio station to be licensed in Lunenburg. This letter will be given to the Canadian radio television and telecommunications commission, CRTC, as part of a public process as part of the proceedings in the licensing process

James Scott Clements.

## **Town of Lunenburg**

Application for a new FM station to serve the community of Lunenburg, Nova Scotia

Prepared by James Scott Clements, OBCI

Appendix 1, Supplementary Brief

On behalf of a company to be incorporated

Please note that some sections have been redacted due to confidential content but will be published by the CRTC should they say the market is able to sustain a new station.

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  - 4.1 Project 12+ Share of Hours Tuned (Years 1- 7) **redacted**
- 5.0 The Proposed Station
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  - 5.3 Song Sample Playlist **redacted**
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- 6.0 CDN Content Development **redacted**
- 7.0 Impact on Existing Stations
- 8.0 Frequency Proposal
- 9.0 Employment Equity/Diversity
- 10.0 Conclusion

## 1.0 Executive Summary

With 21 years in broadcasting, and another 6 years as an entrepreneur, James Scott Clements has extensive experience in the managing of departments throughout radio stations and is proud to present an exciting proposal for a new FM radio station to serve Lunenburg, Nova Scotia.

The town of Lunenburg is located 97 kilometres southwest of Halifax along the Atlantic Ocean. In addition to being a UNESCO heritage site, Lunenburg is experiencing healthy economic development and has a strong sense of community spirit.

LUNENBURG RADIO FM shall offer its listeners at over 5 hours of Spoken Word programming each week with local news, local weather, local road information, community and cultural information, as well as Maritimes lifestyle content.

The licensing of 107.9 LUNENBURG RADIO FM shall fill a large void on the local FM dial by providing the Town of Lunenburg the first commercial FM service and attracting businesses attempting to reach them.

Primarily for these reasons, Clements' looks forward to becoming a new independent player in the Canadian radio industry, strongly reflecting the goals of the Broadcast Act.

## 2.0 Applicant Profile

James Scott Clements is a strong radio professional who has been in the broadcast industry since the early 1990's.

Some of Clements' experiences in radio broadcasting include management positions at CHFX-FM Halifax, CHNS-FM Halifax, CHSJ-FM Saint John, CHWV-FM Saint John, CKCW-FM Moncton, CKQM-FM Moncton, CING-FM Hamilton, CFWF-FM Regina, CHMX-FM Regina, and CKRM Regina.

Since 2015, Clements has been the sole proprietor of "Principle Projects Music" based out of Nova Scotia's South Shore. Principle Projects Music is an indie artist label services company that has generated close to a million dollars in revenue for Canadian music artists.

Clements is a resident of the county of Lunenburg.

## 3.0 The Lunenburg Market

### 3.1 Lunenburg At A Glance

The town of Lunenburg is a regional hub of 2,263 in the south shore of Nova Scotia serving a population base of about 47,125 in the county.

Source: Stats Can 2016 census.

### 3.2 Lunenburg History

The District of the Municipality of Lunenburg (**MoDL**) is one of the province's oldest settled areas and we certainly have our share of interesting stories.

Even local residents are not always aware that in the early 1630's the District was home to the first Capital of New France. Inspiring beauty, historic architecture, and winding roads that follow hundreds of kilometres of coastline.

Lunenburg is also synonymous with the Bluenose and Bluenose II schooners, built in Lunenburg. The Bluenose II home port is along the stunning Lunenburg waterfront.

### 3.3 Life in Lunenburg Today

The town of Lunenburg has a unique retail and service atmosphere in that all the amenities of a city are found here. From grocery to pharmacy and clothing to gifts, to national chains, Lunenburg has it.

The town itself can take pride in its daycare center, hospital, personal care and long term care facilities, community complex, year-round recreation facilities and a volunteer network.

### **3.3.1 Arts & Recreation**

The arts are often at the core of a vibrant community and Lunenburg is no exception. The value that businesses, employees and their families put into a community foster a rich and diverse quality of life. The elements of art, culture, and recreation are drivers that help to create an economically-advantaged community.

In addition to the wide range of activities offered by our great outdoors and varied environments, the residents of MoDL have access to a number of recreational facilities. The Lunenburg County Lifestyle Centre is a new \$34-million sport, recreation and community facility with an NHL-sized ice surface hockey arena, aquatic facility, a library and other multi-purpose spaces. The Centre hosts a number of classes and activities for all ages and activity levels. There is also the Municipal Activity and Recreation Complex (the MARC), which provides the public with a space to enjoy a number of outdoor activities year round, including tobogganing, hiking and skiing, BMX trails, and much more.

MoDL offers facilities for baseball and soccer, as well as two yacht clubs and the highly-regarded Osprey Ridge Golf Course, an 18-hole championship course created by the internationally recognized golf course architect, Graham Cooke.

The welcoming climate of our region combined with forest, seashore, multiple rivers and lakes, provide some of the best entertainment Mother Nature has to offer.

Culturally, the area is alive with year-round festivals and events both in MoDL as well as in the neighbouring areas. The number of artists, musicians, and creative people packed into such a small area adds vibrancy and character. An unusual collection of people of immense talents actively supported by the community at large.

Artists, artisans, and those engaged in the creative aspects of knowledge based industries are drawn to the area. The fuel of their inspiration is perhaps twofold... the inspiration derived from captivating surroundings and that which is found when like-minded creative people have an opportunity to meet and share ideas. Inspiration breeding inspiration!

Painters, writers, potters, workers of glass, folk artists, weavers, fabric hookers, and carvers of wood and stone are just some of the examples of creative activities from within the artist and artisan communities.

Lunenburg welcomes folk music fans each year with our renowned Lunenburg Folk Festival.

Source: MoDL

### **3.3.2 Education**

The province of Nova Scotia has a greater number of higher educational institutions per capita than anywhere else in Canada. It boasts a long tradition of academic success and our District is no exception with small class sizes, dedicated teaching staff, and a diversity of programming.

The South Shore Regional Centre for Education administers the schools in MoDL, offering a number of programs and services to meet a wide spectrum of needs. This includes delivery of the International Baccalaureate program. The school board operates schools ranging from elementary to adult high schools with additional transition and alternate programs for youth at risk. The French School Board of Nova Scotia (CSAP) also manages Ecole de la Rive Sud, a P - 12 French-language school. The independently run South Shore Waldorf School is located in the community of Blockhouse.

The Nova Scotia Community College Lunenburg Campus is one of thirteen community college campuses in Nova Scotia.

Source: MoDL

### **3.3.3 Agra and Aqua Business**

To suggest that there is a “return to the land” movement underway would be somewhat misleading because the truth of the matter is, many people in MoDL have never left the land. What we are experiencing is increased interest from new people and younger generations in following a different type of lifestyle than what is afforded by the traditional workplace.

Collectively referred to as “Lifestyle Entrepreneurs”, these individuals are seeking a lifestyle change or are interested in running a business but not at the expense of their quality of life. This type of lifestyle is one in which our District is supremely well qualified to assist with and represents compelling opportunities for organically grown produce.

Old farmsteads are being purchased and reactivated and new lands made ready for viable berry crops such as the Haskap berry, blueberry, cranberry, and others, or to coincide with the demand. In addition, there are several vineyards now in operation, growing grapes for wine production. A wide range of activity can also be found in livestock farming such as dairy, poultry, beef, and sheep.

To support local food production there is an active and growing network of farmer’s markets as well as direct to consumer business models being utilized by the farming community. Plant farms and greenhouses also play an important role in supplying

residents with both decorative plants and food transplants for when the growing season commences. Many of the locally grown crops are likewise being developed into successful food products.

Early residents often wore the hat of both farmer and fisherman. A lifestyle largely influenced by the necessities of simpler times. Making a living from the sea demands hard work but is still a popular lifestyle which continues to attract new generations.

Today's industry is highly specialized with activity in both the inshore and offshore fisheries as well as seafood production. Our protected, accessible harbours and ports are ideal for supporting important inshore fisheries such as the Lobster industry and the colourful "Cape Islander" boats are a common sight in coastal communities.

Businesses are also active in scallop fishing and mussel farming with larger fishing fleets originating from neighbouring ports.

The town of Lunenburg is home to High Liner Foods, one of North America's leading processors of value-added frozen seafood and a leading employer in the region.

Source: MoDL

## **Forestry**

Forestry related industries remain an important economic activity in the area. There are numerous small woodlot owners and larger commercial mill operators who harvest high value trees for production into construction lumber and various wood products for secondary manufacturers. Lunenburg is perhaps best known as the Christmas Tree Capital of the World! There are many Christmas tree producers active and the value of this annual export brings important income and jobs to the region.

Currently the workforce engaged in Agriculture, Forestry, and Fishing in the Lunenburg area is 6.2% vs 3.8% in Nova Scotia

Source: MoDL

### **3.3.4 Health and Social Services**

The Town of Lunenburg provides a wide range of health services. The Fisherman's Memorial Hospital is operated by the Nova Scotia Health Authority.

Dedicated professionals are available year round and have established practices within the town. A full range of complementary health care services includes chiropractic, dentistry, optometry, physicians, denturist, and massage therapy.

The Town also has an extensive range of programs and services for families.

Source: MoDL

### 3.4 Economic Overview

#### 3.4.1 Major employers

High Liner Seafoods, Healthcare (regional and local hospitals), Education (several schools within the Municipality), Lunenburg Foundry & Engineering, ABCO Industries Inc, Michelin Tire, Public Administration (MoDL, Lunenburg , Chester, Mahone Bay, Bridgewater,) Retail sector (Walmart , Sobeys, Canadian Tire and Atlantic Superstore.)

Source: MoDL

#### 3.4.2 Construction Activity

Building permits in Nova Scotia's five economic regions totaled \$1.18-billion (unadjusted) in Jan-Sep 2020. The largest contributor was the Halifax region, with a combined residential and non-residential permit value of \$676.6-million. In Jan-Sep 2020, the total value of residential and non-residential permits was up in the Southern economic region compared to the same period last year, while permits decreased in Cape Breton, North Shore, Annapolis Valley and Halifax.

Source: Province of Nova Scotia

#### 3.4.3 Housing

Nova Scotia January –  
December 2020

Nova Scotia Year-To-Date Summary				
YTD 2020	Residential Sales	Year-Over-Year % Change	Residential Average Price	Year-Over-Year % Change
Annapolis Valley	1,904	12.5	\$215,997	11.4
Cape Breton	827	7	\$164,244	10.8
Halifax-Dartmouth	7,591	12.8	\$369,435	14.6
Highland Region	389	10.5	\$178,765	-0.6
Northern Nova Scotia	1,707	14.7	\$168,093	12.2
<b>South Shore</b>	<b>1,242</b>	<b>16.4</b>	<b>\$244,312</b>	<b>16.4</b>
Yarmouth	263	20.1	\$164,772	14.6
Nova Scotia	13,923	13	\$291,224	13.8

- South Shore out performing the provincial growth in sales and average residential price

Source: CREA

#### **3.4.4 Economic climate**

The economy of the Municipality of the District of Lunenburg (MoDL) is very stable and well diversified. It is insulated from the peaks and valleys of economic growth and not relying on any one business or sector to achieve growth. The construction, real estate, manufacturing, healthcare (Hospital expansion) are robust. The retail, service, agriculture, fishery diversify the economy and create a synergistic component to achieve a stable economy. The municipality is centrally located within the major economic zones of the province. 1 hour from Halifax and the Annapolis Valley which situates it ideally from a supply chain management perspective (Michelin) and seafood, agriculture distribution to Halifax and the airport.

Source: MoDL

#### **3.5 Population**

2016 Census data shows that the population of the county of Lunenburg is 47,126. 16,200 are between 25 and 54 years of age.

##### **3.5.1 Population**

With in the 3/m and 0.5/m the population is 23,837 and 44,648 respectively.

##### **3.5.2 Our People**

The pool of quality labour is expanded by the ease of hiring foreign workers in the province of Nova Scotia, who may represent skill sets that are in high demand locally.

Over 78% of the residents of the MoDL over age 25 have a degree, or post-secondary certificate or diploma and the percentage of persons with a College, CEGEP or other non-university certificate or diploma is higher than the provincial average.

## 4.0 The Radio Market

Currently, the town of Lunenburg is not served by any licensed commercial or community station. All radio in the town comes from out of market tuning. The majority of the tuning goes to Halifax Nova Scotia based commercial and public radio. Other out of market tuning comes from Bridgewater Nova Scotia.

## 5.0 The Proposed Station

LUNENBURG RADIO FM's spoken word programming shall take a leadership role in the community we serve. The 'Spirit of Lunenburg' approach of 107.9 LUNENBURG RADIO FM shall be reflected in our information programming and in a passionate advocacy of local community causes, arts, music, and business with the goal of improving the quality of life in Lunenburg.

### 5.2 Demand for Local Programming

In today's digital landscape, people have many choices for entertainment. However, other options rarely provide for local community reflection. The local components of 107.9 LUNENBURG RADIO FM's programming mix and the overall programming are not just a commitment, but rather an overall philosophy representing our greatest opportunity, our point of differentiation, and our distinct advantage as a local operator. The COVID-19 pandemic was a harsh reminder of the importance of local content as many of the restrictions during first and second wave lockdowns differed from the HRM to the MoDL.

The music, local programming elements such as local news and community information of 107.9 LUNENBURG RADIO FM in shall result in a highly relevant radio option for the town of Lunenburg.

### 5.4 Spoken Word

The demographic core of 107.9 LUNENBURG RADIO (CFLB-FM) is interested in spoken word programming, and local news and information shall be central to spoken word programming.

#### 5.4.1 Local, Regional, and National News

##### a) Scheduled Newscasts

107.9 LUNENBURG RADIO FM shall strive to serve the news and information needs of our audience. The news staff shall gather, report, and present a total of 30 scheduled newscasts per week during the Monday to Friday morning show and 10 scheduled newscasts per week during the Monday to Friday afternoon show. The emphasis shall focus on local news that is important to our audience.

Newscasts shall be presented every half hour between 6 am, up to and including 8:30 am, and again at 4:00 pm and 5 pm, scheduled Monday through Friday.

While we may not have weekend news at the launch of 107.9 LUNENBURG RADIO FM, we do hope to provide scheduled news coverage after our first year of operation. We will, in urgent breaking news situations have the ability to break format and broadcast any news, however it will be on an AS-REQUIRED basis.

#### b) Sports

107.9 LUNENBURG RADIO FM shall also present 40 scheduled sportscasts per week, during the AM/PM drive shows, Monday through Friday.

### **5.4.2 Local Roads and Weather Surveillance**

#### a) Roads and Weather

107.9 LUNENBURG RADIO FM shall broadcast up to date weather and road conditions. 107.9 LUNENBURG RADIO FM is committed to providing surveillance information, 105 times per week, Monday through Friday, and another 30 times weekends.

### **5.4.3 Lunenburg Lifestyle and Events Guide**

107.9 LUNENBURG RADIO FM shall keep its listeners informed with what's happening in our local communities. LUNENBURG RADIO FM is the place to go when you want information on local hockey, snowmobiling, lake activities, concerts, and even fundraisers that contribute to the spirit of Lunenburg.

### **5.5 Spoken Word Summary**

In summary, it is estimated that each week, 107.9 LUNENBURG RADIO FM shall present 1 hour and 18 minutes of scheduled pure newscasts, 18 minutes of scheduled sports information, 64 minutes of local surveillance and weather reports per week, and another 2 hours and 47 minutes of local lifestyle and event information each week for a total of just over 5 hours and 37 minutes of Local Spoken Word content.

## **7.0 Impact on Existing Stations**

### **7.1 Audience Impact/Diversity of News Voices**

107.9 LUNENBURG RADIO (CFLB-FM) would be the first commercial radio station in the town of Lunenburg.

Our goal is to repatriate listeners in Lunenburg as so they don't have to rely on out of market radio.

To the north-west of Lunenburg are 2 licensed commercial FMs in the town of Bridgewater owned by John Irving of Saint John, New Brunswick (Ocean Capital Investments operating Acadia Broadcasting Limited). CKBW-FM (and repeaters) broadcast an oldies/classic gold format and CJHK-FM broadcasts a Country Music format.

Given this new radio station would be the first and only held by the Clements owned corporation, diversity of News would build into the organization. From a broadcast radio perspective, it would be the only diverse voice in the Lunenburg area.

Given the stark difference in formats and target audience, as well as the long standing presence of Acadia Broadcasting Limited in Bridgewater, Clements believes that 107.9 LUNENBURG RADIO FM would not overly impact the two Irving owned stations in Bridgewater, Nova Scotia.

## **8.0 Frequency Proposal**

### **8.1 Current Frequency**

The proposed frequency for LUNENBURG RADIO FM is 107.9 (Channel 300B1)

## **9.0 Employment Equity/Diversity**

### **9.1 Cultural Diversity**

LUNENBURG RADIO FM's Human Resource strategy is to design and implement a straightforward commitment to establish a culture that encourages training opportunities for employees, with a commitment to diversity in this market. This commitment includes a barrier-free, respectful workplace offering equal opportunity and reflects the diversity of the community. This would apply, as governed by law, to all employees, contractors, and vendors.

### **9.2 A Vision of Local Radio News**

LUNENBURG RADIO FM has a clear goal when it comes to producing and delivering news and spoken word for its local radio audience. 107.9 LUNENBURG RADIO FM shall strive to keep listeners informed and ensure news stories with professionalism and the sense of importance they deserve. Accurate portrayal and reflection of the designated groups (women, aboriginal peoples, persons with disabilities and visible minorities), and focus on stories that are of interest to the communities served.

## **10.0 Conclusion**

It is believed that approving the application for 107.9 LUNENBURG RADIO FM shall benefit local listeners, repatriate radio audience to local radio who currently are not well served by listening to radio stations out of market, and contribute to the objectives of the Canadian Radio-television and Telecommunications Commission (CRTC).

**The proposed LUNENBURG RADIO FM shall:**

- 1) Create a new local choice and increase diversity by offering a new local alternative to out-of-market radio stations. LUNENBURG RADIO FM shall be a locally driven format that shall directly address local news, local sports, weather, and community events, plus promote local talent. LUNENBURG RADIO FM shall provide a much-needed local alternative to the out-of-market radio stations.
- 2) Repatriate listeners to a locally based radio station.
- 3) Increase community awareness of local news, sports, business, and events throughout Lunenburg and area. Specifically, LUNENBURG RADIO FM shall provide local surveillance information (news, weather, and road reports) along with coverage of community events, activities. LUNENBURG RADIO FM shall also offer a full local news package about Lunenburg and area schools and local governments.
- 4) Create employment opportunities.
- 5) Provide a communication link both internally and externally to further assist Lunenburg and area.
- 6) Support the economic growth and development of Lunenburg by focusing on local issues and concerns, providing a platform for community interaction, and serving as a marketing facilitator for community organizations.
- 7) Assist the Emergency Response System for the area. The new radio station shall provide more area listeners with immediate access to information in the event of a crisis within in the coverage area.

For all these reasons, it is believed that licensing 107.9 LUNENBURG RADIO FM is in the public interest and, therefore, this application should be approved.



**Burke,  
Macdonald  
& Luczak**  
Barristers & Solicitors

Patrick A. Burke, QC  
David K. Macdonald, BSc, LLB( Retired)  
Piotr Luczak, BA, LLB  
Lisa Avramenko, BA LLB

December 7, 2021

Kevin Malloy  
Interim CAO  
Town of Lunenburg

Dear Kevin:

**Re: Board of Trustees of Common Lands - East of the TOL  
Appointment**

Enclosed herewith please find an original of the Order of the Supreme Court selecting and appointing Errol Knickle as Trustee to the Board of Trustees of Common Lands for the year 2022.

[The Board consists of 5 members. 2 are appointed by MODL and 2 are appointed by the Town of Lunenburg, and 1 is appointed by the Supreme Court Judge (formerly the county court judge)].

Enclosed herewith is a consolidated calculation of our account for services in connection with this matter. I trust you will address any apportionment of these fees with Alex Dumaresq. [Please note the fees from September – November 30, 2021 have already been paid to us by the Town and this bill is for information **ONLY**].

Yours very truly,

**BURKE, MACDONALD & LUCZAK**

Patrick A. Burke, Q.C.  
PAB/js  
CC Alex Dumaresq

Z:\PAB - WIP\1 - OPEN\4 - Town Files\Town - Board of Trustees of Common Lands - Appointment of Trustee for 2022\Letters\Letter to Kevin Malloy Dec 7, 2021.docx

WOLFF HOUSE 28 KING STREET PO BOX 549 LUNENBURG, NOVA SCOTIA B0J 2C0  
TELEPHONE (902) 634-8354 FACSIMILE (902) 634-4226 EMAIL BURKELAW@WOLFFHAUS.COM



Supreme Court of Nova Scotia

Application by Town of Lunenburg and  
Municipality of the District of Lunenburg, Applicants, for an order  
selecting and appointing a person to the Board of Trustees of Common Lands

**Order**

Sgd  
DR, J

Before the Honourable Justice Rowe in chambers.

The applicants moved for an order selecting and appointing Errol I. Knickle of Blue Rocks Nova Scotia to the Board of Trustees of Common Lands, pursuant to S. 10 of Chapter 72 of the Acts of 1897, An Act Relating to Common Lands in the County of Lunenburg (as amended by SNS 1976, c. 63) for the year 2022.

On the motion of Patrick A. Burke, Q.C., counsel for the applicants, the following is ordered:

Errol I. Knickle of Blue Rocks, Nova Scotia is hereby selected and appointed to the Board of Trustees of Common Lands for the year 2022 effective as of the commencement of the year 2022.

Issued on November 23, 2021

  
Deputy Prothonotary

**CATHRENA NAUSS**  
Deputy Prothonotary

SUPREME COURT OF NOVA SCOTIA

I hereby certify that the foregoing document,  
identified by the Seal of the Court, is a true  
copy of the original document on file herein.

Dated the 23<sup>rd</sup> day of November, 2021

  
Deputy Prothonotary

**CATHRENA NAUSS**  
Deputy Prothonotary



## #1792Project

Dear Mayor Risser,

Thank you for your continued service on behalf of Nova Scotian communities. As elected representatives in Nova Scotia - regional, rural, and towns - your leadership takes many forms and facilitates countless services for citizens. The request expressed in this letter today is a request for one of these acts of leadership.

January 15, 2022 marks the 230th anniversary of a remarkable exodus that can claim not only to be the first, but the largest single exodus of African descendants returning to the continent of Africa. The courage to take this sea journey to Sierra Leone at the height of the trans-Atlantic chattel slave trade is without precedent. It is a Maritime story. The story of 15 ships prepared in the dead of winter - the Lucretia, the Somerset, the Beaver, the Parr, the Venus, the Mary, the Catherine, the Prince William, the Sierra Leone, the Morning Star, the Eleanor, the Felicity, Prince Fleury, the Brothers, and the Betsey. It is a story of resilience of the 1,196 seafarers, and a story of failure of community and government to provide safe haven here on these shores for these Black Loyalists.

Our request is that the council undertakes a motion and a proclamation. The motion could include the following requests:

1. To recognize that January 15, 2022, the 230th anniversary of the exodus from Nova Scotia to Sierra Leone is an essential part of the history of all Nova Scotians and Canadians.
2. We ask that municipal governments initiate an annual commemoration of this event on the upcoming anniversary, January 15, of the departure of 15 ships to Sierra Leone.
3. We ask that council recognizes that it has the responsibility of repairing the historic injustice of omission (as this journey is rooted in the history of slavery and racism in Nova Scotia). Thus, not turning to those who lived under the weight of that history for funding a memorial, but consulting with those communities.
4. We have attached a sample proclamation for your convenience.

We would be willing to provide any further information in the form of a presentation or discussion regarding how this event can be amplified throughout the province. We respectfully request that this letter and the proposed proclamation is shared with the Diversity Committee. Thank you for your continued service to the people of Nova Scotia - you are the gateways for change in your communities!

Sincerely,  
Karen Hudson kathrin winkler Carol Millett

Proclamation : Municipal Council and Mayor

Whereas ..... January 15, 2022 is the 230th anniversary of 15 ships departing the harbour of Halifax in 1792, and that the conditions and causes that led to the exodus of 1,196 self liberated Black Loyalist were conditions of abject institutionalized racism and that this departure took place at the height of the transatlantic chattel slave trade one of the cruelest chapters in the history of humanity.

Whereas the ..... recognizes that people of African descent have been a part of Canadian society since the early 1600s and that their enslavement occurred on this land for centuries and that the Black Loyalists departure is linked to the failure of institutional, political and societal will to fulfill the promises that were made to the communities that left for Sierra Leone.

Whereas ..... is committed to promote histories such as the 15 Ships to Sierra Leone that often have been left in a vacuum of erasure. The resources provided for well known monumentation have historically been funded at the expense of those erasures.

Whereas .....continues to recognize the ongoing significance of the UN Decade of African Descent and the importance of recognizing the history of Black Loyalists in Nova Scotia and how all communities in Nova Scotia continue to be affected by the historic rift of the Black community.

Whereas we recognize that secure housing and land was promised to these early settlers and very few [received what was owed](#). Noone received the promised 100 acres of land for each head of household despite petitions ([by Thomas Peters](#)). For many Black Loyalists, shared Mi'kmaq knowledge was key to survival in the first winters.

Thereby be it resolved that I, Mayor \_\_\_\_\_ declare January 15, 2022 the Day of Black Loyalist Exodus: 15 Ships to Sierra Leone #1792Project



## **Black Loyalist Exodus: 15 Ships to Sierra Leone #1792Project**

Covid confinement guarantees that many of us have seen the latest hit on Netflix “Don’t Look Up.” Perhaps it is safe to say that the satirical truth of climate denial has had a broader impact south of the border than the media-led 1619 project - a project that presents another kind of comet, one that requires us to look back at the history of slavery and racism.

#1792Project is the northern sister to the 1619 project, a date which marked the first arrival of an enslaved person on the shores of Virginia. Canada, in fact can claim earlier arrivals of people of African descent, some say even before the translator Mathieu da Costa’s documented presence in 1608. The 1792 date for Canada contains our unique history of repeated self-liberations, promises of land and justice, petitions, denial, slavery and racism on our threshold.

What exactly is the #1792project? This grassroots Nova Scotian effort includes invitations to municipal councils to proclaim the historic date of the Black Loyalist departure from Halifax harbour; a Pier 21 Nocturne Installation; artwork by Nelson Whynder students and Astral Drive J.H.S.; the “Book of Letters” organized by Auburn Drive High School students inviting letters to the seafarers on 15 Ships to Sierra Leone, as well as building grassroots connections for a memorial on the Halifax harbour front. On the actual date this year, students are organizing a social media event. Share your thoughts #1792Project @auburn\_eagles!

#1792 Project is rooted in the concept of education, education and more education and our foundational text was written by children -- “[R is for Reparations](#)”. Thirty children, aged 7 to 12 from Halifax came together and wrote this book, boarding the imaginary Reparations Freedom Train. Their views on the topic of reparations guide #1792Project. In this “alphabet” under “H is for Human”, children remind us that “I am honourable. My history is honourable. I will not hesitate to talk about what I need to be happy. I hope you hear me. You must hear me? Ashay!”

The New York Times 1619 initiative also has many parts to it, including educational materials, a podcast and most recently a book by Nikole Hannah-Jones all of which grew out of the initial Times publication that commemorated the 400th anniversary of the arrival of the first enslaved Africans in the British colony of Virginia. As can be imagined, many trump the long view and insist on a myopic history of erasure that begins with the magical thinking of justice, a denial of critical race theory and a US constitution written by slave owners that cannot spell freedom. It may surprise many Nova Scotians to realize that we are tied to the history of slavery and George Washington directly. One of the self liberated Black Loyalists, Harry Washington, managed to escape George Washington’s plantation in Virginia, served as corporal in the Black Pioneers with Thomas Peters. Like Peters, the unsung Nova Scotian hero and founder of Freetown, Sierra Leone, Harry was resettled by the British in Nova

Scotia. With 1,196 others, both Peters and Washington boarded one of the 15 ships that left this harbour on January 15, 1792 accompanied by their wives Sally and Jenny. The courage to fight for promises of justice from the colonizers for both families continued and ended tragically. The [Black Loyalist site](#) can provide more information on this journey to justice, a journey that all of us should study and learn about.

This year marks the 230th anniversary of this pivot point, the exodus by Nova Scotians who could survive the harsh winter climate because of Mi'kmaq support but could not thrive in the crushing climate of racism here. Over 1000 people came together, walking not only from Preston to the harbour, but also from St. John where humiliating barriers and threats kept information from the Black Loyalists. From October to January 15, they waited as 15 ships were prepared - schooners, ships and barques...the Eleanor, the Felicity, the Mary, the Catherine, the Sierra Leone, the Venus, the Prince Fleury, the Somerset, the Beaver, the Brothers, the Parr, the Lucretia, the Betsey, the Morning Star and the Prince William. Where is the monument at our harbour to these brave souls?

Mayor Mike Savage and HRM council have issued a proclamation acknowledging this historic 230th anniversary. Included are these words:

Whereas, People of African descent have been a part of Canadian society since the early 1600s and that their enslavement occurred on this land for centuries and that the Black Loyalists departure is linked to the failure of institutional, political and societal will to fulfill the promises that were made to the communities that left for Sierra Leone.

Whereas, We are committed to promote histories such as the 15 Ships to Sierra Leone that often have been left in a vacuum of erasure. The resources provided for well known monumentation have historically been funded at the expense of those erasures

To date, Kings Count, Region of Queens, East Hants, Lunenburg and Bridgewater have written and shared proclamations and acknowledgements of the 230th anniversary year. More are expected...

On January 15th, as we remember the honourable Dr. Martin Luther King Jr. 's birthday, it is fitting that these words ring throughout this province. Looking back together so that we can see what is right in front of our eyes will guide us on the only path we must walk - the road of reparations.

kathrin winkler  
January 11.2022

Acknowledgements: #1792Project would like to acknowledge the consultation, knowledge input, collaboration, art work and inspiration of the following community members and groups: Dr. Lynn Jones, Mr. Sizwe Adekayode, Dr. Afua Cooper, Pier 21, Melissa Marr, Wonder'neath Studio, Rebecca McKenzie-Hopkins, Pier 21, Mr. Roger Marsters, Maritime Museum, Amber Laurie, Joan Smith, Angie, Culligan Bridgeport, Brenda Holoboff, Ms. Megan Neaves, Greg Albers, Principal Ann Johnson McDonald, Students at Nelson Whynder School, Astral Drive J.H.S. and Auburn Drive H.S. and Citadel H.S.

## MEMORANDUM

**TO: TOWN COUNCIL**

**FROM: LISA DAGLEY, FINANCE DIRECTOR**

**DATE: JANUARY 12, 2022**

**RE: FIVE-TON SALT TRUCK FOR PUBLIC WORKS UPDATE**

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### **1. FACTS**

At the Council meeting of December 14, 2021 the following motion was approved:

*To approve the increase in the budget for the replacement of the 2002 GMC Topkick Five-Ton Salt Truck from \$175,000 to \$202,000, including the net HST, and to approve tender award to Nova Truck Centres of Truro NS for a 2023 Freightliner 1085D for a total price of \$193,600 + HST = \$222,640 (\$202,000 including net HST).*

Since that time the vendor has advised they will not be able to provide the requested vehicle at the tendered price as the tender price guarantee period had lapsed. The Town is subject to the *Public Procurement Act* and has little choice in this circumstance but to cancel the original tender. This will require Council to rescind your previous motion.

### **2. ISSUES AND OPTIONS ANALYSIS**

Staff will again tender for this vehicle as the 2020 GMC topkick incurs high maintenance costs and low reliability and part for repairs are not easy to source due to the age of the vehicle. The tender results will again be brought back to Council for award as the purchase is over \$100,000.

The price of this type of vehicle has increased 22% in the past 18 months. While Council does not have to increase the budget for the truck at this time it is anticipated that the budget may have to be increased to \$240,000 including net HST.

### **3. FINANCIAL IMPACT**

This purchase will be funded with a capital borrowing. The market price of these vehicles has increased dramatically. The Town has the capacity for a capital borrowing in the amount of \$240,000 and interest rates are still low for capital financing.

### **4. STRATEGIC PLAN RELEVANCE**

CCP – Chapter 04 Servicing and Facilities

### **5. RECOMMENDATION AND DRAFT MOTION**

For Council to rescind their motion of December 14, 2021 regarding the Five-Ton Salt Truck.

Draft Motion:

*To rescind the approval of tender award to Nova Truck Centres of Truro NS for a 2023 Freightliner 1085D for a total price of \$193,600 + HST = \$222,640 (\$202,000 including net HST) as approved by Council on December 14, 2021.*

Acknowledged only by:

Kevin Malloy  
Interim CAO

**JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE**  
**(JOHSC) MEETING MINUTES**

**THURSDAY, NOVEMBER 10, 2021 AT 11:00 A.M.**

**COUNCIL CHAMBER**

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**PRESENT:** Tim Bryan, Safety Consultant, Co-Chair  
Katie MacMillan, Corporate Services Department  
Gary Mossman, Fire Department  
Taylor Rombaut, Public Works Department

**ALSO PRESENT:** Kelly Cunningham, Recreation Director  
Liz Dodge, TBH Safety Consulting  
Kevin Malloy, Interim CAO  
Heather McCallum, Assistant Municipal Clerk

**ABSENT:** Bobby Cleveland, Recreation Department, Co-Chair  
Joe DeCoste, Public Works Department

---

1. Call to Order

The Co-Chair, the Town's new Safety Consultant Tim Bryan, called the meeting to order at 11:10 a.m. and introduced himself.

The Interim CAO, Kevin Malloy, introduced himself.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

Committee members recognized that the Town of Lunenburg is located on the ancestral and unceded territory of the Mi'kmaq People.

3. Agenda Approval

The meeting agenda was approved by consensus.

4. September 2, 2021 Joint Occupational Health and Safety Committee meeting minutes

The September 2, 2021 meeting minutes were approved by consensus.

5. Unfinished Business

a. Recommendation to Council in September 2 minutes – approved

The Assistant Municipal Clerk reported that the committee's recommendation to Council was approved at the Council Meeting of September 28, 2021.

b. Public Works' 2008 half ton truck box repair – status

Ms. McCallum reported that Paul Bracken had confirmed repairs to the truck box were completed in-house.

6. New Business

a. COVID-19 Update – Departments' overview by JOHSC reps

Recreation: There was a COVID-19 exposure on Sep 6, 2021 from South Shore Minor Hockey U11; Arena exposure notice was put out by the Town and then later by Nova Scotia Health. Staff have done a deep clean of the facility and are confident that protocols have been followed. An incident report will be cc'd to the Safety Officer and CAO.

Ms. McCallum reported that the Town's Fire Inspector had recommended a Provincial workplace rapid test program being used in Bridgewater. She is investigating and will report back. UPDATE: The program was initiated for TOL staff but is currently on hold with the Province.

b. Department bi-monthly safety inspections – review from each Department

- Recreation inspection normally done by Mr. Cleveland will be re-assigned in his absence.
- Fire Hall inspection was done by Mr. Mossman and Ms. Crnec, who will continue this procedure as certain locations are easier done with two people. Ms. Crnec, the new Facilities Labourer, has been assisting as part of her orientation to the various properties.
- Ms. MacMillan reported that the Corporate Services inspection was done this morning.
- Mr. Rombaut reported that Water/Wastewater inspections would be done today.
- The Safety folder has been placed online as part of the Town's Microsoft 365 migration so that Mr. Bryan can access.

c. Incident Reports / Near Misses

- 1 x Corporate Services Incident Report – Cut foot on the front door; no action needed.
- 1 x Recreation Incident Report – Slipped on a water spill on the ice; required footwear per Recreation Department Safety Rules were worn at the time. Optional ice grips are available and were offered. No further action needed.
- 2 x Public Works Incident Report – A driver rear-ended the Kaboda (Public Works equipment); no injuries but there was damage. A near-miss happened today as a 4x8' excavation area for water and sewer access partially caved in; an internal investigation, safety discussions, and training tutorial are pending.

Incident reports can be found on the "Safety" folder on the Town's SharePoint.

d. Safety and Wellness Training schedule

The CAO asked Mr. Bryan to liaise with Ann Covey, who maintains the training records, to determine what is needed for each staff person and develop a training schedule. Mr. Bryan is an instructor with CSNS so we can do in-house.

Fall arrest training for Wastewater Treatment Plan operators is a high priority.

In response to a question, Mr. Bryan confirmed that when working with sub-contractors, the Town must ask for a WCB letter, COR certification, or a signed sub-contractor agreement.

7. Next Committee meeting dates – Thursday, January 13, 2022 at 11:00 a.m.

8. Adjournment

The meeting was adjourned at 11:55 a.m.

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Heather McCallum, Asst. Municipal Clerk



## MEETING NOTES

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### PROJECT LUNENBURG STEERING TEAM

Wednesday, December 1, 2021 at 3:00 p.m.

Via Zoom Meeting

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**PRESENT:**

**Voting members of the Steering Team:**

Councillor Stephen Ernst, Acting Chair  
Councillor Peter Mosher  
Gerry Rolfsen  
Bill Rice

**Non-voting, ex-officio members:**

Terry Drisdelle, Senior Planner, Develop Nova Scotia  
Mayor Matt Risser

**ALSO PRESENT:**

Devin Casario, Economic Development & Funding Manager  
Arthur MacDonald, Heritage Manager  
Norma Schiefer, Development Officer, Municipality of the District of Lunenburg

**ABSENT:**

Councillor Susan Sanford  
Peter Goforth  
Cheryl Lamerson

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1. Agenda

The Chair called the meeting to order at 3:02 p.m.

Motion: moved and seconded to approve the agenda. Motion carried.

2. Review of notes from previous meetings

Motion: moved and seconded that the notes of the 8 September 2021 meeting of the Steering Team be approved, as presented. Motion carried.

3. Unfinished Business (Nil)

4. New Business (Nil)

5. Correspondence (Nil)

6. In camera portion

Motion: moved and seconded that Steering Team meeting move to an in camera session for contract matters pertaining to the RFP for a Revised Heritage Conservation District Plan and By-law. Motion carried.

3:04 p.m. - The Steering Team recessed and met in camera.

7. Resumption of the meeting in public session

The public portion of the Steering Team meeting resumed at 3:31 p.m. There were no motions to report.

8. Next Meeting Dates

- a. Steering Team Meeting – December 8, 2021 at 2:30 p.m.

9. Adjournment

Motion: moved and seconded, that, there being no further business, the meeting be adjourned. Motion carried.

The meeting was adjourned at 3:33 p.m.

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Heather McCallum  
Assistant Municipal Clerk



## MEETING NOTES

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### PROJECT LUNENBURG STEERING TEAM

Wednesday, December 8, 2021 at 2:30 p.m.

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**PRESENT:**

**Voting members of the Steering Team:**

Councillor Susan Sanford, Chair  
Councillor Stephen Ernst  
Councillor Peter Mosher  
Peter Goforth  
Bill Rice  
Gerry Rolfsen

**Non-voting, ex-officio members:**

Terry Drisdelle, Senior Planner, Develop Nova Scotia  
Mayor Matt Risser  
Norma Schiefer, Development Officer, Municipality of the District of Lunenburg

**ALSO PRESENT:**

Devin Casario, Economic Development & Funding Manager  
Trevor Hume, Planning Technician  
Arthur MacDonald, Heritage Manager  
Heather McCallum, Assistant Municipal Clerk

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1. Call to Order

The Chair called the meeting to order at 2:36 p.m.

The Chair informed the Steering Team that citizen representative Cheryl Lamerson has resigned due to her ongoing health challenges.

2. Agenda

Motion: moved and seconded to approve the agenda. Motion carried.

3. Unfinished Business (Nil)

4. New Business (Nil)

5. Correspondence (Nil)

6. In camera portion

Motion: moved and seconded to meet in camera to consider contract negotiations pursuant to section 22 (2), Municipal Government Act. Motion carried.

2:38 p.m. - The Steering Team recessed and met in camera.

7. Resumption of the meeting in public session

The public portion of the Steering Team meeting resumed at 4:58 p.m. There were no motions to report.

8. Next Meeting Dates

a. Steering Team Meeting – TBA

9. Adjournment

The meeting was adjourned at 4:59 p.m. by the Chair.

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Heather McCallum  
Assistant Municipal Clerk

## Ann Covey

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**Subject:** Request Form  
**Attachments:** LUNENBURG\_FLAG RAISING REQUEST\_COMPLETED.pdf; ANS FLAG.docx

**From:** Tracey Mulder <[tmulder@ssrce.ca](mailto:tmulder@ssrce.ca)>  
**Date:** January 11, 2022 at 10:18:59 AM AST  
**To:** Kelly Cunningham <[KCunningham@townoflunenburg.ca](mailto:KCunningham@townoflunenburg.ca)>  
**Subject:** Request Form

Hi Kelly,  
As promised, the completed form is attached. I have also attached a copy of an image of the African Nova Scotian flag. Let me know if you need any more info.  
I will also suggest that the flag raising takes place on Feb 2 – the earlier in the month, the better.  
Talk soon,  
Tracey

*Tracey Mulder (she/her)*  
Regional Coordinator – African Canadian Education Services  
South Shore Regional Centre for Education  
Cell: (902) 523-5153  
Email: [tmulder@ssrce.ca](mailto:tmulder@ssrce.ca)

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender or system manager by email or phone. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

**TOWN OF LUNENBURG APPLICATION:**  
**COMMEMORATIVE FLAG RAISING REQUEST**

*Please review **Town of Lunenburg Procedural Policy #80 Commemorative Flag Raising Requests** for complete details.*

1.	Flag description (attach image please):	
2.	Relevance of flag to the Town of Lunenburg:	Flag is raised to acknowledge African Heritage Month in NS and to celebrate the contributions of people of Black/African descent to humanity, particularly in Canada and Nova Scotia.
3.	Requested date for flying flag:	1 Feb - 28 Feb 2022 (inclusive)
4.	<i>Contact Information</i>	
	a. Name:	Tracey Mulder - South Shore Regional Centre for Education
	b. Address:	69 Wentzell Dr., Bridgewater, NS, B4V 0A2
	c. E-mail address:	tmulder@ssrce.ca
	d. Telephone number:	(902) 523-5153
5.	Date request completed:	11 January 2022

***Please note:** applications will be considered on a first-come, first-served basis. Requests will be considered by Council at regular, open meetings of Council. Please submit your application four weeks in advance of the requested dates for flying of flag as Council submission deadlines will be observed in all cases. You will be advised by staff of Council's decision regarding your request.*





**Describe your relevant employment and/or volunteer experience.**

I am a graduate of the Heritage Carpentry program at NSCC Lunenburg (2020).

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I have been employed with Edwards & Quarrie Restoration & Custom Builds since April, 2020,

---

with a concentration on restoration projects, including  
many wooden window restorations in Lunenburg and  
surrounding areas.

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**Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.**

Available any time.

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**Lunenburg encourages applications from Indigenous persons, African Nova Scotians, racially visible persons, women (applying for non-traditional volunteer positions), persons with disabilities, and persons of the LGBTQ+ community.**

**For more information about Town Committees and Boards, please contact the Town Hall at 634-4410, ext. 225.**

<p><b>Please return to:</b> Ann Covey, Administrative Assistant Town of Lunenburg 119 Cumberland Street PO Box 129 Lunenburg, NS B0J 2C0 Phone: 902-634-4410 ext 225 Fax: 902-634-4416 email: <a href="mailto:admin2@townoflunenburg.ca">admin2@townoflunenburg.ca</a></p>	<p><i>For Office Use Only:</i></p> <p><i>Date Received:</i> _____</p> <p><i>Circulated to:</i> _____</p> <p><i>Date Considered by Council:</i> _____</p> <p><i>Applicant Notified:</i> _____</p>
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AA FRAIC CAHP

2 January 2022

Municipality of the Town of Lunenburg  
119 Cumberland Street  
Lunenburg NS B0J 2C0

Attn: Ann Covey, Administrative Assistant

Dear Ann:

I have referenced this letter in the Committee and Boards Volunteer Application which is attached as a part of this email. In addition, I have included a copy of a reasonably recent CV which includes reference to one of my most recently completed projects in Toronto, Massey Hall. Over the years I have completed work and studies on many provincial legislative complexes (on Parliament Hill in Ottawa; Victoria B.C.; Edmonton Alberta; and Queens Park in Toronto). At the beginnings of my career, while in partnership in the Town of Goderich, Ontario (population 7500), I co-wrote some of the earliest Heritage Conservation District Plans in Ontario (Goderich was, by my reckoning, the second or third such plan to be completed in the 1970's). I have been involved on both sides of the table on many heritage planning projects in various cities including Toronto, London, Ottawa and many others. I sat as a member of the Ottawa Local Architectural Conservation Advisory Committee in the late 1990's while I was working on projects across Canada, including Parliament Hill, with the Parks Canada dedicated Public Works unit. My CV provides elaboration on my career which includes a presidency of the Canadian Association of Heritage Professionals and notes that my name is on roughly 50 awards for projects with which I have been involved, including a Governor General Award. Indeed, I have been involved with approximately 3,000 heritage sites and structures in Canada, the US and the Caribbean during my career. One of my best references is Natalie Bull, executive director of the National Heritage Trust, with whom I worked in Ottawa many years ago and who has sent me on more than one occasion to help save endangered heritage sites across Canada (including Nova Scotia).

Although I live just outside of Lunenburg, on Heckmans Island, (roughly 7 months of the year and increasing), I have had a keen interest in the community since my childhood in Halifax. Indeed, my namesake ancestor, Johannes Bargeldt, was one of the German settlers in Lunenburg in 1753 and drew a lot on Fox Street, near the fort, from the deck of cards. I can see the fort from our front porch - which is a tantalising view given my background in heritage conservation and planning.

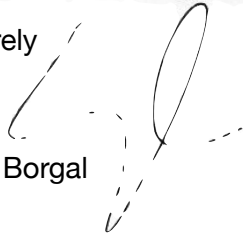
I am gradually retiring to Lunenburg and have no real desire to do professional work here. As I related to Arthur MacDonald in a recent meeting week, it is my desire to offer my professional background on a voluntary basis and he suggested I apply for the opening on the Heritage Advisory Committee. Being able to pass on some of my knowledge and expertise in the field will be the greatest gratification I could achieve.

I think I hit a lot of the bases you are looking for in a committee member - I have lived in small communities and know that their social politics are not quite the same as urban centres; my dad's father was a lobster fisherman; my ancestors lived here and the surrounding area; my partner Linda and I have two reasonably sized sailboats and are avid sailors; and I am nationally known as a heritage professional. I guess the one strike against me is the 2km

distance, as the crow flies, from the edge of Lunenburg town proper. On the other hand, with your equal opportunity policies, you might wish to know that my background includes German, English and Scottish ancestors on both sides of the family while the mother of my dad's father was, as best we can determine, a Mi'kmaq from the Cape Breton area. In other words, I am definitely Nova Scotian and have always been proud of the fact.

I look forward to the decision of the Town in regards to this application. If my location or a better candidate precludes current involvement, rest be assured I will make myself available for other possibilities.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Christopher Borgal'. The signature is stylized with a large loop and a long tail. It is positioned to the right of the typed name 'Christopher Borgal'.

Christopher Borgal



# TOWN OF LUNENBURG VOLUNTEER APPLICATION FORM

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards.

Applicant Name: CHRISTOPHER BOREN AND FRANK CAMP

Mailing Address: [REDACTED]

Street/Civic Address: [REDACTED]

Work Phone: [REDACTED] E-mail: [REDACTED]

Home Phone: [REDACTED] Fax: [REDACTED]

What is the best way to contact you if we have questions about your application or require further information?

By PHONE OR EMAIL.

Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc., choices:

HERITAGE ADVISORY COMMITTEE

Describe your relevant employment and/or volunteer experience.

PLEASE SEE ATTACHED LETTER

Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.

YES - IN PERSON OR REMOTE DEPENDING ON SCHEDULE.

Lunenburg encourages applications from Indigenous persons, African Nova Scotians, racially visible persons, women (applying for non-traditional volunteer positions), persons with disabilities, and persons of the LGBTQ+ community.

For more information about Town Committees and Boards, please contact the Town Hall at 634-4410, ext. 225.

<p><b>Please return to:</b>  Ann Covey, Administrative Assistant  Town of Lunenburg  119 Cumberland Street  PO Box 129  Lunenburg, NS B0J 2C0  Phone: 902-634-4410 ext 225 Fax:  902-634-4416 email:  <a href="mailto:admin2@townoflunenburg.ca">admin2@townoflunenburg.ca</a></p>	<p><i>For Office Use Only:</i></p> <p>Date Received: _____</p> <p>Circulated to: _____</p> <p>Date Considered by Council: _____</p> <p>Applicant Notified: _____</p>
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## ***Experience***

Christopher Borgal has over 45 years of experience as an architect and as one of Canada's leading heritage consultants. He has specialised knowledge in historic restoration, heritage planning, and heritage urban design. He has provided consulting services to over 2,500 projects in Canada, the U.S. and the Caribbean during his career with projects involving both public and private sector sites. Mr. Borgal was the Project Conservation Architect (within PWGSC) for the restoration of the south facade of the Centre Block, Parliament Hill, from 1994 to 1997 and has been involved at various periods with the East and West Blocks on Parliament Hill (1990's) and the British Columbia Legislative Assembly building (2000's). He is currently, as sole proprietor of GBCA, in charge of the restoration component for the major re-development of Massey Hall in Toronto among many other projects. He is also the author of many planning assessments including Heritage Impact Assessments and has provided legal testimony and opinion in many appearances at the Local Planning Appeal Tribunal (LPAT), the former Ontario Municipal Board (OMB), the Conservation Review Board (CRB), and other tribunals.

Mr. Borgal is also a noted expert in building science involving the exterior envelopes of historic buildings. This experience was gained from his extensive work involving humidity issues and related deterioration in cold continental climates. His expertise has been applied to building envelope work on commercial, residential, and institutional projects including over 40 museums such as the Canadian Museum of Nature, the National Gallery of Canada, and the proposed National Portrait Gallery which was proposed have been installed in the former U.S. embassy opposite Parliament Hill in Ottawa. Mr Borgal is a signatory of the New Orleans Charter (1992) which describes the approach to the installation of museums into heritage sites and spent several years prior to that charter adding to the knowledge base which informed its creation.

A significant part of Mr. Borgal's work has involved the interface between heritage buildings, both as individual sites, groups, and districts with the surrounding evolution of the communities in which they are situated. This planning and urban design experience has helped guide the integration of new and old portions of communities in a manner that allows all ages of the buildings to co-exist. The work includes the relationship of new development to heritage buildings and includes all aspects of that relationship from the shape, proportions, height, and expressions of new buildings or components ranging upwards to the impact of such new developments on nearby heritage sites. By this means, heritage can have a profound effect on the shape and size of new developments. Projects included discussions between the community and developer on the development of a major industrial building, in Galt, into a residential area in which Mr. Borgal's input had a profound impact on the final design proposal that both allowed an integrated development while saving the context of the original building. Similarly, as an integrated part of the team, GBCA were the architects for the old Guelph City Hall which was converted into a Provincial Offences Act Courthouse - the integration of the design between new and old, including the former arena wall, has had a significant impact on the quality of the development. The development of a half block area on King Street in Toronto, integrating several 1850's heritage buildings along with careful consideration of shadowing issues related to St. James Cathedral will result in a satisfactory blend of new and old for the new Canadian headquarters of Google. Every heritage impact assessment and design for heritage buildings involving new development involves a component of urban design - Mr. Borgal and GBCA are masters at this work and are sought by major developers across Ontario for their input. This has extended to major public sites including Parliament Hill; the British Columbia Legislature Complex, the Alberta Legislature complex and other such sites have been projects which sought Mr. Borgal's expertise to allow for comprehensive planning of these sites and integration with new works.

Mr. Borgal has made personal training in conservation a life-long process and has travelled both to the U.S. and the U.K. for courses in the various components of the conservation craft. He has worked with some of the most accomplished professionals in North America including as an associate for two years of the late Dr. Martin Weaver, the past head of the school of conservation at Columbia University. He is past President of the Canadian Association of Heritage Professionals, the Ontario Association of Heritage Professionals and the Architectural Conservancy of Ontario and is a Fellow of the Royal Architectural Institute of Canada. Mr. Borgal has shared recognition in over 50 awards for his work from local, provincial and national organisations including a Governor General's Award as a part of the team for the National Ballet School in Toronto and another for the Royal Conservatory of Music. He has lectured extensively across North America in both conservation and the building science of conservation, and has appeared on various media including CBC national radio and History Channel on the topic of conservation.

### ***Some Current and Recent Projects***

A few current projects as partner-in-charge and owner of GBCA Architects):

- Heritage Consultant/architect for renovations and additions to Massey Hall, Toronto (\$130m project, approximately \$20m restoration) as consultant to KPMB architects Completion Mr. Borgal was involved with this project from 2010 onwards.
- LPAT appearances and heritage restoration work for a variety of development projects in the City of Toronto including some of the largest towers in Canada
- Upgrading of the Rare Books Library, University of Toronto
- City of Mississauga Cultural Heritage Landscapes update as a consultant to Archaeological Services Inc.involving assessment of the urban design and evolution of the City. Similarly, a project was conducted to asses the Cultural Heritage Landscapes of Kitchener Ontario for the same purposes
- Heritage Consultant including impact assessments for development of LCBO Headquarters property, Lakeshore Blvd, Toronto with Menkes Developments.
- Master plan and facilities improvements, Toronto Golf Club, Mississauga, ON (third oldest golf club in North America)
- Heritage inspection services and project control, restoration of the train sheds, Union Station, Toronto (with RJC engineering)
- Condition review and stabilisation of 5 heritage properties on George St., Toronto as a part of a five hundred million dollar development related to social services. Work included impact assessments on behalf of the City of Toronto and developing designs with the prime architects for the integration of the heritage buildings with the urban streetscape.
- Heritage Component of the MacDonald Block renovations, Queens Park, Toronto - the overall project is valued at a total of 1.5 billion dollars.

### ***Past Projects***

A few past projects include:

#### *International Sites*

- Specifications and consultation for the Capitolio (State Capital) Building, San Juan, Puerto Rico
- Heritage and condition assessment of the Pigeon Island Fortification Complex, St. Lucia (constructed between 1780 and 1820 – project sponsored by the Getty Institute)
- Consultation and project evaluation of projects for the Getty Institute for sites in Buffalo, N.Y. (Frank Lloyd Wright – designed Darwin Martin House) ; Los Angeles, Calif. (restoration of the Schindler House), and Glessner House Museum, Chicago, Ill (historic house conversion to museum).

#### *National Sites:*

- Quality control and document management for the restoration of plaster ceilings of the former Bank of Montreal building, Ottawa, as part of the relocation of the West Block committee room 400, Parliamentary Precinct (for Limen Masonry)
- Pro bono consultation on behalf of Heritage Canada for the Royal Cape Breton Yacht Club building (Sydney N.S.) and the Sackville United Church building (Sackville, N.B.)
- Heritage architect/consultant to the Saskatchewan legislative complex (for SEPW Architects).
- Heritage consultant/architect, Edmonton Federal Building redevelopment, Alberta Legislative Precinct, Edmonton AB (for Kasian Architects)
- Heritage and Planning advisor, Master Plan for the Palisades Training Centre, Jasper Alberta (for Kasian Architects)

# Christopher Borgal

B.Arch., OAA, FRAIC CAHP

- Heritage Advisor, Master Plan for the Alberta Legislative Precinct with Kasian Architecture and Sasaki Associates
- Consultant to the Auditor General for Canada for a project audit of the \$125m Canadian Museum of Nature, Victoria Memorial Museum Building upgrade
- Heritage designer and architect for the redevelopment of the former U.S. Embassy Building, Ottawa, for the proposed National Portrait Gallery, Ottawa ON (with Teeple Architects)
- Heritage Advisor to the Long Term Vision and Plan project for the Parliamentary Precinct, Ottawa (for DTAH Architects)
- Risk assessment for the redevelopment of the West Block, Parliament Hill, Ottawa for the Long Term Planning Office, House of Commons
- Heritage Consultant and architect for the study team for master planning and upgrade of the British Columbia Legislature Complex, Victoria. B.C. (with Zeidler Architects)
- Heritage consulting/architect as a part of the team (P. Goldsmith as partner-in-charge) for the new National Ballet School, Toronto (phase one) and heritage input (as principal architects) for the redevelopment, restoration and adaptive re-use (as residences) of the original facility (phase 2). Total project value \$105m.
- Project Conservation Architect for restoration of the South Façade, (Centre Block, Parliament Hill), and masonry repairs and studies for the Parliamentary Library, East Block, West Block and Vaux walls, Parliament Hill, Ottawa (on contract with the Heritage Conservation Directorate, PWGSC).
- Project Conservation Architect for preliminary masonry repairs and studies for the proposed Parliamentary Library restoration, Parliament Hill, Ottawa (with PWGSC-HCD).
- Project Conservation Architect for masonry repairs and studies for the East Block, Parliament Hill, Ottawa (with PWGSC-HCD).
- Project Conservation Architect for masonry repairs and studies for the West Block, Parliament Hill, Ottawa (with PWGSC-HCD).
- Project Conservation Architect for masonry repairs and studies for the Vaux walls, Parliament Hill, Ottawa.
- Consultant for roofing repairs over the Royal Suite, Rideau Hall, Ottawa, ON
- Consultant for building envelope upgrading of the National Aviation Museum, Ottawa
- Renovations and restoration of the Turkish Embassy, Ottawa (former 1914 Tudor revival hospital) for Morrison Hershfield Ltd. engineers.
- Consultant for projects at the National gallery of Canada including window replacements, and interior renovations
- Project architect, asbestos mitigation, G Block, RCMP Headquarters, Ottawa
- National Agriculture Museum (National Museum of Science and technology) – Master Plan 1999 and current revisions
- National Agriculture Museum, Ottawa - new barn facility, and studies related to hay storage, highest and best use of Building 94 and various repairs to building 88.

## *Ontario Sites:*

- Condition surveys and evaluation of the Sir Harry Oaks Chateau, Inge-Va, Bethune Thompson House, and McMartin House for the Ontario Heritage Trust.
- Heritage consulting and architectural services for the \$40m redevelopment of the Guelph City Hall complex including the 1856 William Thomas designed City Hall.
- Restoration of the bronze animated Birks Clock, Hamilton, Ontario, for the City of Hamilton.
- Heritage Consultant related to the partial collapse and fire of the Empress Hotel, 335 Yonge Street, Toronto
- Heritage Consultant, under the auspices of Heritage Canada Foundation, for the aftermath of the Goderich tornado disaster.
- Design and Heritage Architectural Consultant for the restoration and upgrade of Assumption Roman Catholic Church, Windsor, ON (with studio g+G inc. architect)

# Christopher Borgal

B.Arch., OAA, FRAIC CAHP

- Architectural team leader for the assessment and restoration of heritage ceiling (lay) light; fire safety upgrades, and restoration of statuary at Queens Park (Legislative Building), Toronto
- Restoration of Fulford Place, Brockville, Ontario (in joint venture)
- Evaluation of over 20 potential heritage sites, City of Pickering
- Heritage services for restoration of Parry Sound and Haileybury courthouses.

## *Toronto (GTA) Sites:*

- Heritage Consultant, Canon (now Mirvish) Theatre, Toronto ON
- Heritage consultant for renovations to the Governor's House, Don Gaol, Toronto
- Heritage architects for restoration of the Flatiron Building, Toronto
- Heritage Consultant for restoration and reconstruction of two facades of the 12 storey National Building at the Bay-Adelaide Centre (attached to new 50 storey office tower), Toronto (with WZMH Architects)
- Restoration of Building 3 and 4, the Gooderham Cottages, at Sanofi Pasteur Laboratories, Toronto
- Heritage consultant for modifications to the north façade, Scotiabank Plaza, Toronto (with WZMH Architects)
- Heritage advisor for the redevelopment of Women's College Hospital, Toronto
- Condition review, the Arts and Letters Club, Toronto
- Condition review, several buildings, the Guild Inn site, Toronto
- Restoration of cast iron light fixtures, Palmerston Ave., Toronto (for the City of Toronto).
- Heritage Consultant for marble columns, the Guild Inn site, City of Toronto
- Repairs to the Princes' Gates, Toronto (Canadian National Exhibition)
- Restoration of the exterior façade, canopy, and various other projects at the Royal Alexandra Theatre, Toronto

## *Heritage Planning and Urban Design*

- Queen Street East Heritage Conservation District Study, City of Toronto
- Central Whitby Heritage Conservation District Plan, Whitby, ON.
- Cultural Resource Survey, City of Mississauga with The Landplan Collaborative
- Cultural Heritage Resource Survey, City of Kitchener
- Waterloo MacGregor/Albert Heritage Conservation District (lead consultant)
- Heritage Impact assessments for several hundred development sites which includes assessment of urban context and advise on integration of new development with the urban context of the developments.

## *Museum sites:*

- Architects for the redevelopment of the Peel Heritage Complex, Brampton. Museum, art gallery and archives in 1850's jail and 1950's municipal complex.
- Heritage services for Camp 30 in Bowmanville (former WWII POW site).
- Systems upgrades, Montgomery's Inn museum, City of Toronto
- Heritage consultant for the restoration of the original Township hall as a part of the new Niagara Falls Museum
- Restoration projects for several buildings at Black Creek Pioneer Village, Toronto ON
- Restoration work at the Elam Martin farmstead, City of Waterloo

# Christopher Borgal

B.Arch., OAA, FRAIC CAHP

- Renovations and addition to the Bruce County Museum, Southampton (\$10m project for the County of Bruce)
- Restoration and expansion of the Woodstock Museum. Woodstock ON.
- Repairs to Helliwell House, Todmorden Mills, Toronto
- Repairs to Colborne Lodge, High Park, Toronto

## *Transportation*

- Evaluation of potential uses for Sudbury CPR station.
- Heritage Consultant for the Swift Current Railway station complex, Saskatchewan
- Heritage Consultant for changes to the SkyWalk property modifications for the Pearson Airport Rail Link, Metrolinx
- Heritage consultant and architect for security upgrades, Union Station, Toronto (for the City of Toronto)
- Building condition survey and repairs to small tower, Windsor Station, Montreal (with UMA Engineering)
- Restoration of exterior and interior, former North Toronto Station (LCBO facility)
- Heritage character statements and reviews of several railway stations in Macadam N.B., and Stratford, North Bay and Woodstock, ON. (PWGSC- HCD)
- Building Audit and feasibility study for Flight Information Centres and control tower buildings at Halifax International Airport, Quebec City International Airport, London (ON) Airport, North Bay Airport, Winnipeg International Airport, Edmonton International Airport, Calgary International Airport, and Abbotsford Airport, B.C. (with Morrison Hershfield Ltd., Engineers)

## *Lighthouses:*

- Consultation for the Burlington Canal Lighthouse, Hamilton, ON including a Business Plan for the lighthouse complex
- Consultant for lighthouse repairs and restoration at Bonavista Lighthouse, Newfoundland
- Condition review and use plan for lighthouse and keeper's cottage at Presqu'île Ont.,
- Heritage character statements for 5 Imperial Lighthouses, Lake Huron and Georgian Bay.

## *Colleges and Universities:*

- Heritage and building envelope upgrade consultation for the Fisher Rare Books Library, University of Toronto
- Various repairs including windows, ground features, porches, etc, at the Gatehouse, Beatty Building and Parkin Building, Upper Canada College, Toronto
- Restoration of the front portico, Pickering College, Newmarket, ON.
- Restoration work at Annesley Hall, Victoria College, University of Toronto
- Restoration of portions of the Reynolds Building, University of Guelph
- Analysis for repairs and implementation of restoration of exteriors of the Ontario Veterinary College, Creelman Hall, Mills Hall, MacDonald Hall and Johnston Hall at the University of Guelph

## *Hotels:*

- Heritage and building envelope review, Empress Hotel, Victoria, B.C.
- Review of restoration work at Chateau Frontenac, Quebec City for Colliers International,

# Christopher Borgal

B.Arch., OAA, FRAIC CAHP

- Building Audit, Fairmont Hotel, Winnipeg
- Building Audit, Holiday Inn (now York the Hotel), Winnipeg

## *Churches:*

- Restoration of fire-damaged and gutted All Saints Anglican Church, Whitby, Ontario
- Exterior restoration, St. Matthews Anglican Church, Ottawa
- Design of new octagonal chapel and additions and restoration work to St. Peter's Anglican Church (1853), Cobourg
- Steeple Restoration, and general restoration and upgrading, Keene United Church, Keene, Ontario
- Building Condition Survey and Assessment of interior decorative paint scheme, St. Brigid's Roman Catholic Church, Ottawa
- Restoration of ornate decorative paint scheme, George Street United Church, Peterborough, Ontario
- Building Condition Survey, All Saint's Anglican Church, Ottawa
- Restoration of St. Paul's Presbyterian Church, Port Hope, Ontario
- Repairs and restoration to Annunciation Roman Catholic Church, Mount Royal, Quebec
- Masonry Restoration, Soeurs de la Charité Chapel, Sussex Dr., Ottawa, ON
- Heritage Assessment and Condition Report for Our Lady of the Rosary Church, for the City of Windsor

## *Commercial Sites*

- Heritage Consultant for 222 Bay Street and the overall Toronto Dominion Centre site for Cadillac Fairview Corporation, Toronto, ON.
- Heritage consultant for proposed 60 storey tower and conversion of 151 Front Street and 20 York Street (the Skywalk) for Allied Properties REIT, Toronto
- Renovations and on-going maintenance work for the former Toronto Post Office (later the HQ of Hollinger International) at 10 Toronto St., Toronto

## *Expert Witness*

Mr. Borgal has provided expert witness services and has been qualified for many hearings. He, together with GBCA, only take on this work where it is compatible with the ethics and philosophy of the firm. Cases have included both LPAT and OMB hearings as well as mediations.

## *Past Practice:*

- While acting as principal of Christopher Borgal Architects in Southwestern Ontario, Mr. Borgal was the responsible project architect for over 600 projects including over 30 museums and churches such as the renewal of copper domes and exterior masonry, St. Joseph's Roman Catholic Church, Chatham, ON and exterior masonry, St. Paul's Anglican Cathedral, London, ON. Many of these projects included heritage restoration as well as the redevelopment of museum sites including the Huron County Museum, the Lambton County Museum, the Oil Museum of Canada, the Simcoe County museum and many other sites of similar nature. In addition, Heritage Conservation Districts and Business Development District plans and designs for many municipalities in the area were completed.

## Advocacy

Over the years, Mr. Borgal has contributed his time to the protection of many heritage structures. These included:

- Churches in St. Joachim and Stoney Point, Ontario (saved)
- The Devereaux House In Georgetown, Ontario (saved)
- The Lister Block in Hamilton (saved).

He has volunteered his time for the creation of many reports on behalf of the Ontario Historical Society and the Architectural Conservancy of Ontario during the course of his career and personally raised considerable funds in support of the ACO and the Canadian Association of Heritage Professionals. He has also participated as both a member of, and board member, of several heritage organisations, notably the ACO, the Canadian Association of Heritage Professionals (former national president), and the Ontario Association of Heritage Professionals (past president) and put forward initiatives, which continue to bear results such as:

- the now well-established joint conference of the Architectural Conservancy, Community Heritage Ontario, and the Ontario Association of Heritage Professionals. Mr. Borgal, then the president of the ACO, initiated this joint conference in collaboration with Bob Saunders of the CHO with the first joint conference held in Hamilton.
- He was a significant fundraiser on behalf of the Canadian Association of Heritage Professionals for support for the Heritage Canada annual conferences in Quebec in 2008, Toronto in 2009, St. John's 2010, Victoria in 2011, and Montreal in 2012.
- He also raised support funds for the activities of the Architectural Conservancy of Ontario over a period of several years.
- He has lectured extensively across North America.
- Because of his work advancing architecture in North America and advocacy for conservation, was elected as a Fellow of the Royal Architectural Institute of Canada in 2013.

## Education

- B.Arch., University of Toronto, 1974
- Post-professional seminars and courses at West Dean College, UK; University of York, UK; and M.I.T. in Boston
- Seminars presented by the Danish Institute and National Research Council of Canada

## Honours and Awards

Mr. Borgal's name is included on over 40 awards (either singly or in conjunction with allied partners and professionals) given locally, provincially, nationally and internationally over his career.

Some of these include:

*As Goldsmith Borgal & Co.*

- 2021 - Award of Excellence for the *John Muir Branch of the Windsor Public Library*, Canadian Association of Heritage Professionals, with Studio G + g Architects.
- 2021 - Award of Merit, *the Silver Dollar Room*, Canadian Association of Heritage Professionals, Toronto
- 2019 - Award of Excellence for the development of the *John Muir Branch Library*, City of Windsor, with Studio G + g Architects from the City of Windsor.
- 2019 - Award of Excellence for the restoration of *Willistead*, from the City of Windsor

# Christopher Borgal

B.Arch., OAA, FRAIC CAHP

- 2016 - National Award, Canadian Association of Heritage Professionals, for *City of Kitchener Cultural Heritage Landscapes* as a consultant to Landplan.
- 2016 - National Award, Canadian Society of Landscape Architects, *City of Kitchener Cultural Heritage Landscapes report*, as consultant to Landplan, of Guelph Ontario.
- 2015 - Award of Excellence, Toronto Urban Design Awards, *Market Street Development* with Taylor Smyth Architects
- 2015 - Honourable mention, Heritage Toronto Awards for *Artscape Youngplace*, with Teeple Architects Inc.
- 2013 – Three awards for Urban Design, Central Area Award, and Peoples' Choice Award, City of Brampton, for the *Peel Archives Museum and Art Gallery (PAMA)*, Brampton, Ontario.
- 2012 – Project Conservation Architect as part of the team, KPMB Architects, for the Governor General's Award, *The Royal Conservatory of Music*, Toronto
- 2012 – Heritage Toronto Award for the *James Cooper Mansion*, Toronto
- 2011 – Three awards for various projects from the Canadian Association of Heritage Professionals
- 2011 – Three awards for three projects from the Toronto Historical Society
- 2011 – The Peter Stokes Award for Restoration, the Architectural Conservancy of Ontario
- 2010 – Ontario Association of Architects Award of Excellence for *Phase II, National Ballet School of Canada*
- 2009 – Award of Merit from the Canadian Association of Heritage Professionals, *National Ballet School Maitland Avenue Residences*,
- 2008 – Governor General's Award, *National Ballet School of Canada* (in joint venture with KPMB architects)
- 2008 - Royal Architectural Institute of Canada Urban Design Award, *National Ballet School of Canada* (in joint venture with KPMB architects)
- 2008 - American Institute of Architects Award of Excellence, *the National Ballet School of Canada* – only the 3rd award given by the AIA to a Canadian project since the founding of the awards in the 1940's.
- 2008 - Urban Land Institute Global Awards, one of only 5 awards given internationally (2 in North America in 2008) for the *National Ballet School of Canada* (in joint venture with KPMB architects)
- 2008 - Ottawa Heritage Awards as the conservation architect for the restoration of *St. Matthews Anglican Church*, the Glebe, Ottawa.
- 2007 – Ontario Professional Planners Institute, Award of Excellence for the *Parliamentary and Judicial Precincts Area: Site Capacity and Long-Term Development Plan*, Ottawa (GBCA was the heritage consultant on this project which was led by the firm of DuToit Allsop Hillier)
- 2007 – Toronto Urban Design Awards, Award of Excellence, *National Ballet School of Canada* (in joint venture with KPMB architects)
- 2007 – Nomination, Toronto Heritage Awards, *Palais Royale* renovation, Toronto
- 2006 – Toronto Heritage Awards, *National Ballet School* (Principal-in-charge P. Goldsmith) redevelopment (in joint venture with KPMB architects)
- 2005 – Toronto Heritage Awards, *The Jolly Miller Tavern*, Award of Merit
- 2004 – Toronto Heritage Awards, *The North Toronto Station LCBO* store (project has won over 15 local and national awards since its construction)

## As Christopher Borgal Architect:

- 1992 Innovative Design Award, First Prize, London and District Construction Association – The Blyth Festival Renovations and Expansions, 1978-1990
- 1991 Innovative Design Award of Merit, London and District Construction Association – The Huron County Museum
- 1986 Ontario Renews Award, Finalist for restoration of The Blake House, Goderich

- 1986 Ontario Renews Award, Ontario Ministry of Housing – Restoration of 2 The Square, Goderich

### **Affiliations**

- Canadian Standards Association (CSA) – Member of technical committee for a new national standard for Blast Resistance in Buildings – 2008-2010
- National Research Council of Canada – Member of technical standing committee on mortars for heritage buildings – 1997 to 2011

### **Memberships**

- Royal Architectural Institute of Canada, since 1977
  - Fellow of the Institute, 2013.
- Ontario Association of Architects, since 1977
  - Chair of the Professional Development Committee from 1983-1985
- Architectural Conservancy of Ontario since 1977.
  - President of Huron County Branch, c1990
  - Provincial President of the ACO from 2001 to 2003
  - Board member, 2013 - 2015
- Canadian Institute of Planners (provisional), 1978-1989
- Construction Specifications Canada, since 1978
- Heritage Canada Foundation, since 1981
- Canadian Association of Heritage Professionals (formerly the Canadian Association of Professional Heritage Consultants) since 1992
  - Board member 1990-91
  - National President 2007 - 2008
  - Board member and chair of the membership committee 2006-2007
  - President of Ontario Chapter (OAHP) 2011-2014
- Redevelopment Board Member, Royal Canadian Regiment Museum, London, ON, 2006-2007
- Member Architectural Conservation program, advisory committee, Ryerson University, 2007
- Lifetime trustee, Battle of the Atlantic Memorial, Halifax
- Vice Commodore, Queen City Yacht Club - 2018-2019
  - Mr Borgal is an avid sailor, both cruising and racing. During the summer of 2018 he skippered wins in his class in the 89 mile Susan Hood Race (15 hours) and the 105 mile short handed long-distance race (26hours) on Lake Ontario. In 2019 won the Short Handed series and placed 3rd in Division in the Lake Ontario 300 race (52 hours). He won his club's highest achievement award in 2018 and 2019. In 2019 he placed 2nd of 219 boats in the Toronto West Division of the PHRF-LO Brian Chapman trophy awards and was 12th overall of 1400 boats racing on both shores of Lake Ontario and the Ottawa River.

### **Business Affiliations**

1977 – 1983 – Partner - Hill and Borgal Architects and Planners, Goderich ON

1983 - 2001 – Christopher Borgal Architect Inc.

1983 – 1985 – Co-founder and partner - Canadian Cultural Resource Consultants Inc.

# Christopher Borgal

B.Arch., OAA, FRAIC CAHP

1993-1997 – Senior Conservation Architect, Public Works and Government Services Canada, Heritage Conservation Directorate (term contract), Ottawa ON

1997 – 1999 – Senior Project Manager, **uma** Engineering Ltd., Ottawa ON

1999 – 2000 – Senior Building Science and Conservation Specialist, Morrison Hershfield Ltd., Ottawa ON

2001 – 2008 – Partner, Goldsmith Borgal & Co. Ltd. Architects, Toronto ON

2008 to present – Sole proprietor, GBCA (Goldsmith Borgal & Co. Ltd. Architects), Toronto ON

## Lectures, Papers and Media

Mr. Borgal has lectured at locations across North America. Some include:

- Appearance on Rogers Cable TV “Structures” related to the Toronto Work House, 2015.
- Training session, annual Royal Architectural Institute of Canada conference, St. John’s, 2012
- Lecture at the annual Royal Architectural Institute of Canada conference, Saskatoon, 2010
- Co-host and technical advisor on History Television series entitled “Saving Places” aired nationally in three one hour episodes in June of 2010
- Appearance on Rogers Cable TV “Structures” related to the development of Strachan Avenue, in Toronto.
- Lectures at Queen’s University, Waterloo University, Carleton University, University of Toronto, Ryerson University and several community colleges
- Series of lectures on Building Envelopes in Heritage Buildings co-wrote and presented jointly with Morrison Hershfield staff and delivered in Tampa, Fla., Halifax, Ottawa, Calgary, Edmonton, and Vancouver, 2001
- Lectures to annual meetings of various organisations including Association for Preservation Technology, ICOMOS, Canadian Museums Association, and Ontario Museum Association in locations including Nashville, Washington, Ottawa, Toronto, Halifax and Quebec City.
- Papers in various journals including the Ontario Museum Association Quarterly, Association for Preservation Technology International Bulletin, and the Ontario Association of Architects Perspectives



## TOWN OF LUNENBURG VOLUNTEER APPLICATION FORM

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards.

**Applicant Name:** **Faune Creaser**

**Mailing Address:** [REDACTED]

**Civic Address:** [REDACTED]

**Mobile Phone:** [REDACTED]

**E-mail:** [REDACTED]

What is the best way to contact you if we have questions about your application or require further information?

**Text, phone or email**

Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc. choices:

**I would like to apply for a volunteer position on the Heritage Advisory Committee.**

Describe your relevant employment and/or volunteer experience.

**I will outline my history and experience generally as it pertains to serving as a volunteer for the Town and specifically in applying for a position on the Heritage Advisory Committee.**

- In our family, my father's career was in large-scale commercial heating & air conditioning in Halifax and he was, at one time, President of the Construction Association of NS, my mother designed all of our homes, and all six of their children have renovated and/or rehabilitated several residences including rental units. Construction with all its inherent facets has been a lifelong learning experience for all of us.
- I started rehabilitating homes myself in the 1980's in Halifax city. These homes were all originally built from the late 1800's to mid 1900's and included a Hydrostone row house which was featured in a local magazine upon its completion.
- In 2013 we purchased a home on Lincoln St. within the UNESCO Heritage District. That home was completely rehabilitated and won an award from the Town for its appropriate porch addition which I designed. During my time here I have worked on permits with Town Heritage officers Bill Plaskett, Henry Carey & Arthur MacDonald.
- In 2018 we purchased our current home on Young Street which was built in the 1890's. It had been empty for many years with significant issues from flooding and ongoing lack of maintenance. The original home had to be fully gutted for health reasons, made

structurally sound and then rehabilitated as best we could following typical conservation guidelines for rehabilitation. An addition was also completed.

- I have been the General Contractor for every project since I started working on homes, therefore dealing with all the trades, sourcing of materials, and problem solving of ongoing rehabilitation issues, which are a given in this field.
- For the past 15 years I have worked part time as a (self-named) renovation, rehabilitation and design coach for all sizes/types of residential projects helping folks with how to get started, how to relate to trades, teaching the necessary vocabulary to survive, providing design options, assisting with project management, and generally offering support through the ins & outs of making a home viable. I now do most of it on a volunteer basis just because I enjoy it.
- My 30 year working career was in public school education where I served as a teacher, school administrator and in various supervisory roles at the Senior Board level for Student Services, Program Services and School Supervision for 50 schools in what was then the Halifax Regional School Board. In that capacity I served on various boards for children as a School Board representative. I was also chief administrator for the Board's International Student Program which ran on a business model within the Board while attached to the NS Dept of Education. For two years in the late 90's I was assigned to a special team that dealt with school construction as part of the P3 School Public/Private Partnership Program of the time. Our team followed and worked as Education Advisers through the builds of 6 schools. Our developer partner was George Armojan.
- During my educational career and following my retirement from the School Board I worked in several countries around the world mentoring educators and administrators.
- My husband, Alex Astbury, has been a realtor for almost 40 years in Halifax and now here throughout the south shore so conversations around heritage, architecture, residential development, ethics, standards and real estate forecasting have been a constant in our home. Over the years, because of the ability to access opportunities through Alex, I have attended a number of professional development functions for developers and realtors put on by CMHC and NS housing experts.
- My volunteer experience in the Town of Lunenburg since 2013 has been with the Lunenburg Community Consignment shop, and as secretary for Lunenburg's Small Craft & Harbours Board (Fishermen). Currently I am a Board Member for the South Shore Genealogical Society, Member of the Housing Advocacy Team with three Town Counsellors and have worked on a few fundraising events over the past several months.
- In terms of my participation in the ongoing "cultural landscape" of this town, I have kept fairly abreast of Town Council meetings and issues, have been a member of the Heritage Society, am a member of the Lunenburg Waterfront Association, a Dory Mate member of the Museum & Society, participant in many workshops & events throughout the town and recently have become a member of the International Dory Rowers. This week a local marine heritage craftsman, Andrew Rhodenizer, will start the construction of my own traditional dory in the Bluenose Big Boat Shed on Burma Road.

**Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.**

**Yes**

**Lunenburg encourages applications from Indigenous persons, African Nova Scotians, racially visible persons, women (applying for non-traditional volunteer positions), persons with disabilities, and persons of the LGBTQ+ community.**

**For more information about Town Committees and Boards, please contact the Town Hall at 634-4410, ext. 225.**

<p><b>Please return to:</b> Ann Covey, Administrative Assistant Town of Lunenburg 119 Cumberland Street PO Box 129 Lunenburg, NS B0J 2C0 Phone: 902-634-4410 ext 225 Fax: 902-634-4416 email: <a href="mailto:admin2@townoflunenburg.ca">admin2@townoflunenburg.ca</a></p>	<p><i>For Office Use Only:</i></p> <p><i>Date Received:</i> _____</p> <p><i>Circulated to:</i> _____</p> <p><i>Date Considered by Council:</i> _____</p> <p><i>Applicant Notified:</i> _____</p>
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## Ann Covey

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**From:** Lannatrimm [REDACTED]  
**Sent:** December-31-21 11:39 AM  
**To:** Ann Covey  
**Subject:** Heritage Committee Volunteer Position

Hello,

I wanted to inquire about serving on the Heritage Committee. Since hearing about this opening, I am thrilled at the prospect of joining the committee as it champions for this hallmark town.

I am a resident of old town- my husband and I bought 366 Lincoln Street in November 2020. Since that time I have been trying to find out as much about our house and town as I can. History and preserving history while embracing the future is something very important to me. I believe we are entrusted with this beautiful town to keep the charm we were given and add our best to it for future generations to enjoy. It is neither a fortress to keep folks out or dough to molded into the vision of others but more a being that is meant to be taken care of and remain vibrant for those who come after.

During the day, I work as a Consultant in IT that help governments and businesses advance in their technology. As I work at home, I am able to modify my schedule as required with some limitations from time to time. My experience as a product manager, allows me to look at opportunities assess opportunities, determine viability and impact in order to collaborate and make informed decisions. I also have volunteered with other organizations in the past as a small way of serving those in my community. While living in the US I have led United Way campaigns at work, served as chair for my companies Special Olympics projects, participated in Relay for Live, and Feed America. Now I want to serve the community of Lunenburg by both helping preserve its storied heritage and being a part of its spectacular future that is yet to be written.

I thank you for your consideration. Please let me know if you require further information.

Best regards.

Your neighbor,

Lanna Trimm -May

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



## TOWN OF LUNENBURG VOLUNTEER APPLICATION FORM

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards.

Applicant Name: Lanna Trimm-May

Mailing Address: [REDACTED]

Street/Civic Address: [REDACTED]

Work Phone: \_\_\_\_\_ E-mail: [REDACTED]

Home Phone: [REDACTED] Fax: \_\_\_\_\_

What is the best way to contact you if we have questions about your application or require further information?

Please feel free to call or email. (Or drop by - I work from home!)

Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc., choices:

Heritage Advisory Committee - I would love to serve on the HAC committee. The prospect of working on preserving the legacy of our town while building towards the future truly excites me. We have such a charming town that I want to ensure future generations can enjoy & thrive in.

**Describe your relevant employment and/or volunteer experience.**

I work as a consultant in IT. In my job I am faced with looking at new situations daily understanding them from various view points and partnering with others to decide what to do. This committee much like my job must take multiple bits of information & viewpoints to determine suggestions or solutions in the best interest of the town. I also love research & history! The stories of the town amaze me!

**Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.**

I have a flexible work schedule. I work from home during the day but I am also able to be flexible with my work hours.

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**For more information about Town Committees and Boards, please contact the Town Hall at 634-4410, ext. 225.**

**Please return to:**

Ann Covey, Administrative Assistant  
Town of Lunenburg  
119 Cumberland Street  
PO Box 129  
Lunenburg, NS B0J 2C0  
Phone: 902-634-4410 ext 225 Fax:  
902-634-4416 email:  
[admin2@townoflunenburg.ca](mailto:admin2@townoflunenburg.ca)

*For Office Use Only:*

Date Received: \_\_\_\_\_

Circulated to: \_\_\_\_\_

Date Considered by Council: \_\_\_\_\_

Applicant Notified: \_\_\_\_\_

Rec'd Nov. 3  
20

**TOWN OF LUNENBURG COMMITTEES AND BOARDS**  
**VOLUNTEER APPLICATION FORM**

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards. The following is a 2020/21 opening:

- Planning Advisory Committee

<b>Applicant Name:</b> <u>Ronald Bachman</u>	
<b>Mailing Address:</b> _____	
<b>Street/Civic Address:</b> _____	
<b>Cell</b> <b>Work Phone:</b> _____	<b>E-mail:</b> _____
<b>Home Phone:</b> _____	<b>Fax:</b> _____
<b>What is the best way to contact you if we have questions about your application or require further information?</b>	
<u>Cell phone</u>	
<b>Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc., choices:</b>	
N/A.	
<b>For more information about these Committees and Boards, please contact the Town Hall at 634-4410, ext. 228</b>	

**Describe your relevant employment and/or volunteer experience.**

Previous volunteer on Recreation committee for 8 years.

Recent 4 year term as Town Councillor.

Served on Heritage Advisory Committee.

**Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.**

Yes for any time of meeting with enough notice. Work part time but can have schedule adjusted.

**Please return by November 20, 2020 to:**

**Bea Renton, CAO**

Town of Lunenburg

119 Cumberland Street

PO Box 129

Lunenburg, NS B0J 2C0

Phone: 902-634-4410 Fax: 902-634-4416

email: [brenton@explorelunenburg.ca](mailto:brenton@explorelunenburg.ca)

*For Office Use Only:*

Date Received: Nov 3/20

Circulated to: Conal, Dawn

Date Considered by Council: Nov 24<sup>th</sup>/or Dec. 8/20.

Applicant Notified: \_\_\_\_\_



## TOWN OF LUNENBURG VOLUNTEER APPLICATION FORM

The Town of Lunenburg Council is seeking volunteers to serve on Town Committees and Boards.

Applicant Name: Kayla Byrne

Mailing Address: [REDACTED]

Street/Civic Address: [REDACTED]

Work Phone: N/A E-mail: kayla.b.byrne@gmail.com

Home Phone: [REDACTED] Fax: \_\_\_\_\_

What is the best way to contact you if we have questions about your application or require further information?

Email  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate the Committee(s) and/or Board(s) that you would like to serve on indicating your first, second, etc., choices:

1) Planning Advisory Committee  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Describe your relevant employment and/or volunteer experience.**

I recently moved to the Town of Lunenburg and am currently employed with the Community Development Department with the Town of Bridgewater (a role that I recently started). As a lot of my current role revolves around Planning and Development, I thought it would be a good learning opportunity to serve as a volunteer in Lunenburg.

I believe working on this Committee will give me a chance to develop a better understanding of land-use and development and provide me with a chance to get to know my community.

Before working for the Town of Bridgewater, I worked for the Municipality of Jasper as the municipal clerk. In this role, I worked closely with Council, helping develop strategic priorities, policies and bylaws. I also provided legislative and procedural advice to staff and Council.

It was during my time in Jasper that I developed a keen interest in local government. Now that I work for a different town, but live in a different community, I think I can finally start serving as a volunteer on committees of Council.

I also have experience serving on various volunteer boards, including the Jasper Local Food Society, a not-for-profit committed to organizing the local farmers' market and community garden.

With my experience, I think I could help provide clear and complete advice and policy options to Council on issues related to the development, standards, and planning of our town's spaces.

**Are you available for monthly meetings, including daytime and nighttime meetings? Please explain.**

I am available for monthly meetings in the evening (after 4pm)

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<p><b>Please return to:</b>  Ann Covey, Administrative Assistant  Town of Lunenburg  119 Cumberland Street  PO Box 129  Lunenburg, NS B0J 2C0  Phone: 902-634-4410 ext 225 Fax:  902-634-4416 email:  <a href="mailto:admin2@townoflunenburg.ca">admin2@townoflunenburg.ca</a></p>	<p><i>For Office Use Only:</i></p> <p><i>Date Received:</i> _____</p> <p><i>Circulated to:</i> _____</p> <p><i>Date Considered by Council:</i> _____</p> <p><i>Applicant Notified:</i> _____</p>
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