

The Regular Meeting of Town Council for the Town of Mahone Bay, was held on Tuesday, March 8, 2016, at 7:00 p.m.

**Present:**

Councillor J. Bain  
Councillor K. Wilson  
Councillor L. Hennigar  
Councillor P. Carver  
CAO J. Wentzell  
Deputy Clerk M. Hughes

**Via Skype:** Deputy Mayor D. Devenne

**Regrets:** Mayor J. Feeney  
Councillor K. Nauss

**Gallery:** Three

**Chair for Meeting**

In the absence of both the Mayor and the Deputy Mayor, as agreed at the February 28, 2016 meeting of Council, Councillor Bain assumed the Chair for the meeting.

**Electronic Participation**

To clarify the details regarding the meeting participation of members of Council via electronic facilities, a discussion was held regarding the wording of Policy #12: Conducting Meetings by Electronic Facilities Policy.

A motion by Councillor Hennigar, seconded by Councillor Wilson, **“THAT Council allow any member of Council attending a meeting electronically to participate and to vote in both the open and In Camera sessions of the meeting.”** **Motion carried.**

**Minutes**

A Motion by Councillor Hennigar, seconded by Councillor Carver, **“THAT the Minutes of the February 9, 2016 regular meeting be approved as amended.”** **Motion carried**

## Delegations and/or Invited Guests

### Sue Bookchin, Be the Peace Institute

Council received a presentation from Sue Bookchin, the Executive Director of the Be the Peace Institute. Ms. Bookchin explained to Council that the Be the Peace Project of the Second Story Women's Centre had completed, but it was felt that there was more work to be done to address violence against women and girls so the Be the Peace Institute, an independent non-profit organization, has been formed to continue that work.

Included in the information to Council was a request for a grant of \$500 to support the start-up costs of the Be the Peace Institute.

A motion by Councillor Carver, seconded by Councillor Wilson, **“THAT the request from the Be the Peace Institute for a grant of \$500 for 2016/17 be referred to the budget process.”**

**Motion carried.**

### Siew Secord and David Muise, Municipal Joint Services Board – IT Shared Services

Siew Secord, COO of the Municipal Joint Services Board (MJSB), introduced David Muise, Director of Information Technology. Mr. Muise provided Council with an overview of the MJSB Shared IT Services and the plans to transition the Town of Mahone Bay to the service.

A motion by Councillor Wilson, seconded by Councillor Hennigar, **“THAT Council approve the Town of Mahone Bay's share of the IT Shared Services budget for 2016/17 in the amount of \$21,483 before non-partner recovery.”**

**Motion carried.**

It was noted that the Memorandum of Understanding (MOU) in respect to IT Shared Services is still in the process of being refined and will be considered at the April 12, 2016 meeting of Town Council.

## Correspondence

Correspondence was received from:

1. Communities in Bloom, with information regarding the Communities in Bloom program and preparation for 2017.
2. Janice Wentzell, Executive Director of AMANS, regarding the Fire Services Request for Proposals.
3. Lloyd P. Hines, Minister of the Department of Natural Resources, responding to the request from the Town to set a meeting to discuss management of Mahone Bay Harbour.

A motion by Councillor Hennigar, seconded by Councillor Carver, **“THAT the above correspondence, numbered 1-3 be received and filed.”**

**Motion carried.**

## Committee & Other Reports

### Municipal Joint Services Board

Council received the minutes from the January 27 and February 24, 2016 meetings of the Municipal Joint Services Board.

### Mayors/Wardens/Deputies and CAOs Lunenburg County

Council received the minutes of the January 27, 2016 meeting of the Mayors/Wardens/Deputies and CAOs Lunenburg County.

### South Shore Housing Action Coalition

Council received the meeting notes of the February 3, 2016 meeting of the South Shore Housing Action Coalition (SSHAC). Council also received information about the South Shore Collaborative Housing Needs Assessment which runs from March 7 – 31, 2016.

Information about the Housing Needs Assessment has been posted in Town and on the Town website. Paper copies of the survey are available at Town Hall and the link to the online survey is posted on the Town website.

### Municipal Governance Review Steering Committee

Council received the minutes of the March 3, 2016 meeting of the Municipal Governance Review Steering Committee.

A motion by Councillor Carver, seconded by Councillor Wilson, **“THAT Council concur with the recommendation of the Municipal Governance Review Steering Committee and that a meeting be held with all four Councils, also extending an invitation to the Municipality of the District of Chester, inviting representation from the Department of Municipal Affairs and the Nova Scotia Utility and Review Board to answer questions that the Councils may have with respect to municipal restructuring.”** **Motion carried.**

### Mahone Bay and Area Chamber of Commerce

Councillor Carver provided a verbal update from the Mahone Bay and Area Chamber of Commerce. Councillor Carver reported to Council that the Ship Silhouette Signage program has been successful in acquiring sponsors for all of the signs. Members of Council were advised that the next business after-hours will be held on Thursday, March 31<sup>st</sup>.

## New Business

### Group Insurance Plan Renewal

Council received information regarding the Town group insurance plan renewal. Included in the information were details of a 4.9% increase. Council instructed staff to send the information regarding the group insurance plan to the Joint Human Resource Service for review of group insurance plan services and prices when a Human Resources Officer is hired.

### 2015/16 Write Offs

Council received a list of delinquent accounts for which collection action is being taken.

A motion by Councillor Hennigar, seconded by Councillor Wilson, **“THAT Council approve the write-off of utility accounts totaling \$5,456.64 and that these accounts be sent to the Provincial Collection Services for collection on behalf of the Town.”** Motion carried.

### Renewed Federal Gas Tax Fund

Information was circulated to Council regarding new categories that are eligible for federal gas tax funding.

### Returning Officer and Assistant Returning Officer

A motion by Councillor Wilson, seconded by Councillor Hennigar, **“THAT the CAO, James A. Wentzell, be appointed the Returning Officer and that the Deputy Clerk, Maureen Hughes, be appointed the Deputy Returning Officer for the 2016 municipal elections.”**

**Motion carried.**

### Appointment to Western Regional Housing Authority

Council received correspondence the Honourable Joanne Bernard, Minister of Community Services, advising that on April 17, 2016 the term of the Town’s representative on the Western Regional Housing Authority would expire. Council also received correspondence from the current representative to say that she would be willing to serve for another term.

A motion by Councillor Hennigar, seconded by Councillor Carver, **“THAT Laura Smith be nominated to be reappointed as the Town of Mahone Bay’s representative on the Western Regional Housing Authority, effective April 17, 2016.”** Motion carried.

### Tender Results – New Water Utility Van

Council received a summary of the bid submissions in response to the tender call for a used cargo van for the Mahone Bay Water Utility.

A motion by Councillor Hennigar, seconded by Councillor Carver, **“THAT the Town accept the tender from Valley Ford Ltd. for a 2014 Ford E250 Cargo Van for the water utility in the amount of \$23,995 + HST.”** Motion carried.

March 29, 2016 – Public Hearings Re: Planning Issues and Special Council Meeting

Council was reminded that a succession of three Public Hearings have been set to start at 7:00 p.m. on Tuesday, March 29, 2016. The public hearings will be held to address: the proposed developments at 629 Main Street of a four unit condominium building with commercial space; the proposed development of a craft brewery with ancillary retail space at 363 Main Street; and proposed amendments to the Land Use Bylaw and Municipal Planning Strategy to accommodate Tourist Homes as a permitted use in various zones with certain provisions.

A public information session was held on March 1, 2016 for interested parties to receive information and ask questions of the Planner and Developer for the proposed development at 629 Main Street. Another public information session will be held on Thursday, March 10, 2016, starting at 6:30 p.m. for the public to receive information and ask questions about the proposed development at 363 Main Street and the proposed amendments to the Municipal Planning Strategy and Land Use Bylaw regarding Tourist Homes.

A motion at 8:50 p.m. by Councillor Carver, seconded by Councillor Wilson, **“THAT Council go In Camera to discuss contract negotiations, as permitted under Section 22(2)(e) of the MGA.”**  
**Motion carried**

At 8:50 p.m., the Deputy Clerk left the meeting and the gallery cleared.

**Council returned to open session at 9:30 p.m.**

It was agreed that Councillor Wilson would facilitate arranging a meeting between the Municipal Joint Services Board (MJSB) IT Director, David Muise, and the Town’s CAO to work out IT service arrangements between the MJSB IT Department and discuss outstanding issues with the MOU for IT services.

**Council adjourned upon motion at 9:32 p.m.**

**TOWN OF MAHONE BAY**

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CAO, J. Wentzell

Councillor J. Bain