

The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, March 13, 2018 at 1:00 p.m.

Present:

Councillor J. Bain (chair)
Councillor R. Nowe
Councillor P. Carver
Councillor J. Feeney
Mayor D. Devenne (Skype)
Deputy Mayor K. Nauss (phone)
Deputy Clerk M. Hughes
Luke Wentzell, Manager of Accounting
Derrick, Director of Operations

Gallery: 6

Minutes

A motion by Councillor Carver, seconded by Councillor Feeney, **“THAT the Minutes of the February 13, 2018 regular meeting be approved as circulated.”** **Motion carried.**

A notation that an In Camera meeting was held on February 13, 2018 to discuss contract negotiations and personnel matters, as permitted by the MGA 22(2)(e) and (c).

Correspondence – Information Items

1. Hank Middleton, President, NSSBA, with an open letter to the Premiere, Minister of Education and Nova Scotians in response to the Glaze Report.

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT the correspondence be received and filed.”** **Motion carried.**

Correspondence – Action Items

2. Anya Holloway, 384 Main Street, with a request that the Town install water and sewer laterals.

Council also received correspondence from Phyllis Maxwell, owner of 389 Main Street, referencing basement flooding.

Director of Public Works, Derrick MacKenzie, presented a response to the correspondence received from Ms. Holloway. It was decided that the Town will lower a camera into the sewer main to determine whether there are issues with the Town’s sewer mains that may be contributing to the issues raised by Ms. Holloway.

A motion by Councillor Carver, seconded by Councillor Nowe **“THAT Council respond to the correspondence from the property owner at 384 Main Street that, in accordance with the Town of Mahone Bay Sewer Connection Bylaw, “all connections to the municipal sewage system are the sole responsibility of the property owner” and as such the property owner is responsible for all costs associated with making the requested connection. Further, that the Town undertake an investigation to determine if the issue resides with the Town’s sewerage system.”** Motion carried.

3. Brian Patterson, Too Far Too Fast Canada, with a letter requesting that Council consider a motion concerning cannabis outlets.

Staff were directed to respond to Mr. Patterson’s correspondence with the information that the Province of Nova Scotia will be regulating the sale of legal cannabis through NSLC retail outlets.

4. Campaign to Protect Offshore Nova Scotia, with an invitation to attend a meeting about the risks of offshore drilling

Councillors interested in attending the session were asked to RSVP according to details in the correspondence.

5. Jenny Sandison, President of the Mahone Bay Garden Society with a letter regarding the Society’s plans for the garden around the Town’s flagpole.

A motion by Councillor Feeney, seconded by Councillor Carver, **“THAT Council support the provision of \$300 of topsoil for the Mahone Bay Garden Society’s community garden as proposed in Jenny Sandison’s letter of February 23, 2018.”** Motion carried.

6. Sandy Hamilton, Chair of the Dynamite Trail Association, with an invitation to the Association’s Annual General Meeting.

Council was directed to event details for those interested in attending the event.

Committee and Other Reports

Shona Brown – Lunenburg County Senior Safety Program

Council received information on the Lunenburg County Senior Safety Program, including a request for a 2% increase in funding from the Town of Mahone Bay.

A motion by Councillor Carver, seconded by Councillor Nowe, **“THAT the Lunenburg County Senior Safety Program’s request for a 2% increase in funding be referred to the budget process.”** Motion carried.

CAO's Report

Acting CAO, Maureen Hughes, presented her report to Council. Highlighted in Ms. Hughes' report were details of budget preparations, plans for records management, an expected electric utility rebate and the installation of the mobile speed signs.

Heritage Advisory Committee Minutes

Council received the minutes of the February 14, 2018 meeting of the Heritage Advisory Committee. Included in the minutes was a request that the Town consider establishing an incentive fund for Heritage property owners.

A motion by Councillor Carver, seconded by Councillor Feeney, **“THAT the request from the Heritage Advisory Committee, to establish an incentive fund for owners of registered Heritage properties to access for repair or restoration work, be referred to the budget process.”** **Motion carried.**

Municipal Joint Services Board 2018/19 Budget

Council was provided with the Municipal Joint Services Board's 2018/19 Operating Budget and five-year Capital Projection.

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT the Town of Mahone Bay approve the Municipal Joint Services Board proposed 2018/19 Capital Budget in the amount of \$290,000, and the proposed 2018/19 Operating Budget in the amount of \$4,417,711 with the Town of Mahone Bay's contribution being \$103,072 plus \$6,057 as the Town's share of the site monitoring fee”.** **Motion carried.**

UNSM – Municipal Modernization Symposium

Council received information on the UNSM Municipal Modernization Symposium which was held in Halifax on January 31, 2018.

UNSM – Statement of Municipal Concern 2017 – Affordable Housing

Council received a Statement of Municipal Concern from UNSM, regarding affordable housing. Councillor Carver reviewed the information in the document and updated Council on the focus of the South Shore Housing Action Coalition (SSHAC) in respect to efforts to identify housing needs and identify possible affordable housing opportunities.

Lunenburg County Mayors, Wardens, Deputies CAO's

Council received the minutes from both the February 21, 2018 regular meeting and the March 1, 2018 special meeting of the Lunenburg County Mayors, Wardens, Deputies and CAOs.

South Shore Regional Library Meeting Minutes

Council received the minutes of the January 16, 2018 meeting of the South Shore Regional Library Committee.

NOW Lunenburg County Physician Recruitment Session

Councillor Feeney presented a memo concerning the NOW Lunenburg County Physician Recruitment Session that took place on February 13, 2018.

Notice of Motions

Draft Routine Access Policy #22

Notice was given that the Routine Access Policy #22 will be revisited at the April 10, 2018 Council meeting. Council was asked to provide feedback on the draft policy before March 30, 2018 so that any amendments could be circulated 7 days prior to the April 10, 2018 Council meeting.

Draft Records Management Policy #21

Notice was given that the Records Management Policy #21 will be revisited at the April 10, 2018 Council Meeting. Council was asked to provide feedback on the draft policy before March 30, 2018 so that any amendments could be circulated 7 days prior to the April 10, 2018 Council Meeting.

Motion

A motion by Councillor Carver, seconded by Councillor Nowe, **“THAT Council approve the Respectful Workplace Policy #20, with an amendment to clause 5.6.”** Motion carried.

New Business

2018 Spring Debenture Issue

A motion by Councillor Nowe, seconded by Councillor Feeney:

WHEREAS Section 91 of the *Municipal Government Act* provides that a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs (hereinafter “the Minister);

AND WHEREAS the resolution of council to borrow for **Clairmont/Pleasant Street Water & Wastewater Main Replacement** was approved by the Minister September 21, 2017;

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

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

BE IT THEREFORE RESOLVED

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

borrow by the issue and sale of debentures a sum or sums not exceeding **\$800,000**, for a period not to exceed **20** years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the
Town of Mahone Bay

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of **5.5%**;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

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

Motion carried.

Signing Authority

A motion by Councillor Feeney, seconded by Councillor Carver, **“THAT Mayor David Devenne or Deputy Mayor Karl Nauss or Councillor John Bain, along with the Acting CAO, Maureen Hughes, or Manager of Accounting, Luke Wentzell, be the signing authorities for the Town of Mahone Bay in respect to financial matters for the Town of Mahone Bay.”**

Motion carried.

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT Mayor David Devenne or Deputy Mayor Karl Nauss or Councillor John Bain, along with the Acting CAO, Maureen Hughes be the signing authorities for the Town of Mahone Bay in respect to administrative matters for the Town of Mahone Bay.”**

Motion Carried.

2017/18 Write Offs

A motion by Councillor Carver, seconded by Councillor Feeney, **“THAT Council approve the write-off of utility accounts totaling \$10,891.32 and that the outstanding accounts be sent to the Provincial Collection Services for collection on behalf of the Town.”** Motion carried.

Group Insurance Plan Renewal

Council received information concerning the Town’s Group Insurance Plan. Acting CAO, Maureen Hughes, advised Council that group insurance rates would be increasing for 2018/19.

PVSC – 2018/19 Budget

Council received the 2018/19 Property Valuation Services Budget, including an increase in the Town of Mahone Bay fee in the amount of 0.63% from the 2017/18 fiscal year.

Appointment of Town Clerk

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT Maureen Hughes be appointed as the Town Clerk for the Town of Mahone Bay.”** Motion carried.

Accounts

A motion by Councillor Feeney, seconded by Councillor Nowe, “**THAT Council approve the accounts in the amount of \$254,861.65.**” **Motion carried.**

A motion by Councillor Feeney, seconded by Councillor Nowe, to go in camera at 3:05 pm, to discuss contract and personnel matters as permitted by the MGA 22(2)(e) and (c). **Motion carried.**

Council returned to open session at 4:32 pm.

The meeting adjourned upon motion at 4:33 pm.

TOWN OF MAHONE BAY

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Acting CAO, Maureen Hughes

Mayor, David Devenne