

The Regular Meeting of Town Council for the Town of Mahone Bay was held on Thursday, May 26, 2016, at 7:00 p.m.

Present:

Mayor J. Feeney
Deputy Mayor D. Devenne
Councillor K. Wilson
Councillor P. Carver
CAO J. Wentzell
Deputy Clerk M. Hughes
Director of Operations, D. MacKenzie

Regrets: Councillor J. Bain
Councillor K. Nauss
Councillor L. Hennigar

Gallery: Four

Minutes

A Motion by Councillor Wilson, seconded by Deputy Mayor Devenne, **“THAT the Minutes of the 11, 2016 regular meeting be approved as presented.”** **Motion carried**

Delegations and/or Invited Guests

Rev. Adam Snook, St. John’s Lutheran Church – Residential Energy Rebate

Rev. Adam Snook, of St. John’s Lutheran Church, spoke to Council regarding an energy rebate which had been applied to their account in error. When the error was identified a letter was sent to St. John’s Lutheran Church, among others, explaining that they were not entitled to the rebate and the amount recovered from the Town by the Province was being recovered by the utility customers. Rev. Snook requested that the charges not be the responsibility of the church.

The CAO provided Council with a background of the billing, advising that not-for-profit organizations are billed at a residential rate and the residential energy rebate had been applied to those accounts in error. The error had originally been identified during a 2009 audit but had not been applied to the accounts. A further audit in 2015 noted that the error had not been corrected on the accounts and the province billed the Mahone Bay Electric Utility for the balance. Letters explaining the situation and requesting reimbursement were sent to 11 not-for-profit organizations in Town.

A motion by Deputy Mayor Devenne, seconded by Councilor Carver, **“THAT Council table the discussion of the residential energy rebate until the June 14, 2016 meeting of Council.”** **Motion carried.**

Correspondence

1. Hon. Joanne Bernard, Minister, Department of Community Services, confirming the appointment of Laura Smith as the Town of Mahone Bay representative on the Housing Authority Board.

A motion by Deputy Mayor Devenne, seconded by Councillor Carver, **“THAT the correspondence from Minister Bernard be received and filed.”** **Motion carried.**

Committee & Other Reports

Director of Operations’ Report

Derrick MacKenzie, Director of Operations, provided Council with a verbal report for the month of May 2016. Items covered in the report included the upcoming street line painting, bi-annual cleaning and annual inspection of the lift station, cemetery cleanup and the new trash containers which are being prepared for installation in Town. Mr. MacKenzie also noted that an RFP for design and build for a natural playground was released this week, with a closing date of June 23, 2016. Council was advised that the tender for the new Kinburn Street Bridge had closed and that the bids were being reviewed by the Town Engineer. Mr. MacKenzie, the CAO and two members of Council had completed a scoring process for the bids submitted for design and engineering for service replacement and street reconstruction of Clairmont and Pleasant Streets.

CAO’s Report

Jim Wentzell, CAO, provided Council with a verbal report for the month of May 2016. Mr. Wentzell advised Council of meetings and tasks which had been keeping himself and administration staff very busy lately, including a large amount of research for items which have been proposed for consideration at budget time.

Heritage Advisory Committee

Council received the minutes of the May 11, 2016 regular meeting of the Heritage Advisory Committee.

Bylaw Review Working Group

Council received a report from the CAO on the May 12, 2016 meeting of the Bylaw Review Working Group. Charles Otter, Chairperson of the Mahone Bay and Area Chamber of Commerce, spoke to the working group regarding temporary vendors licenses and a discussion was held regarding a possible tree bylaw for the Town of Mahone Bay. The discussion of a tree bylaw will continue at the June 9th meeting of the Bylaw Review Working Group and Mr. Otter will speak on behalf of the Chamber of Commerce regarding signage.

Age Friendly Committee

Council received the minutes of the May 18, 2016 regular meeting of the Age Friendly Committee. Councillor Carver advised Council that the New Horizons for Seniors grant program had approved the two projects which had been submitted for the funds remaining after the Expanding Horizons Conference. Councillor Carver also advised Council that the Age Friendly Committee had discussed crosswalk flags and thought this was a good initiative for Mahone Bay; the CAO advised Council that crosswalk flags were already being researched for consideration at budget time.

Lunenburg County Seniors Safety Program

Council received the April 2016 monthly report from the Lunenburg County Seniors Safety Program.

South Shore Regional Library Board

Council received the minutes of the April 19, 2016 meeting of the South Shore Regional Library Board.

Mahone Bay and Area Chamber of Commerce

Councillor Carver provided a verbal report on the Mahone Bay and Area Chamber of Commerce (MBACC). The MBACC will be holding a training session on June 7th for front line staff to become community ambassadors. The goal of the session is to engage visitors, thereby encouraging them to stay longer in Mahone Bay. Councillor Carver also noted that an employment advertisement for staffing the Visitor Information Centre had been published and that the Visitor Information Centre is expected to be open from June until October.

Unfinished Business

Election 2016

Council received a report from the CAO with an update on the Municipal and School Board Election for 2016. Some of the changes highlighted in the report were: if an individual has been a resident of Nova Scotia at least six months prior to election day, they can vote in a municipality if they move to that municipality the day before the advance poll; an individual is considered a candidate on the day that they publicly declare that he/she intends to run for office, which means that all donations and expenditures must be reported from that day forward; and the preliminary voters list is to be completed by July 31, 2016 and the Returning Officer can make changes to the voters list up to three days prior to the date of the first advanced poll.

A motion by Councillor Wilson, seconded by Deputy Mayor Devenne, **“THAT Council set the date of the first advance poll as Saturday, October 8, 2016 for elections in the Town of Mahone Bay.”**
Motion carried.

New Business

Notice of Planning Appeal

The Town has received notice that an appeal has been filed against the April 28, 2016 decision of Council to approve a development agreement with Dover Holdings Inc. for the construction of a five-unit residential dwelling with one commercial unit at 629 Main Street. A public hearing will be held on July 6, 2016 at the Mahone Bay Centre, starting at 9:30am and with an evening session starting at 6:30 pm.

The CAO advised Council that staff are preparing information for submission to the Utility and Review Board and that Samuel Lamey has been retained as legal counsel to represent the Town at the Public Hearing.

Tender Results – 2016 Asphalt Street and Sidewalk Patching

A motion by Deputy Mayor Devenne, seconded by Councillor Carver, **“THAT Council accept the quotation from Town and County for the 2016 Asphalt Street and Sidewalk Patching at a cost of \$174.75 + HST per tonne for overlay by spreader work and \$203 + HST per tonne for hand patch work.”** **Motion carried.**

Tender Results – 2016 Streetline Painting

A motion by Councillor Carver, seconded by Councillor Wilson, **“THAT Council accept the quotation from Sea Side Line Marking Ltd in the amount of \$4,845 + HST for the 2016 Streetline Painting in the Town.”** **Motion carried.**

Tender Results – Crosswalk and Other Street Markings

A motion by Councillor Wilson, seconded by Deputy Mayor Devenne, **“THAT Council accept the quotation received from Oceanside Properties Ltd. in the amount of \$1,487 + HST for other street markings within the Town.”** **Motion carried.**

Tender Results – 2016 Paint Marking for Depressions in Sidewalk

A motion by Councillor Carver, seconded by Councillor Wilson, **“THAT Council accept the quotation from Oceanside Properties Ltd. in the amount of \$1,488 + HST for the painting of 186 sidewalk depressions in Town.”** **Motion carried**

Budget Preparations 2016/17

A tentative date to approve the budget and set the tax rate for 2016/17 was set for 9:00 a.m. on Thursday, June 30, 2016.

Department of Justice Meeting

The CAO reminded Council of the meeting with representatives from the Department of Justice on Friday, May 27, 2016. Representatives from the Public Safety Division will be meeting with Council and the CAO to discuss policing costs and fines revenue.

Tender Results – Design and Construction Services Pleasant Street and Clairmont Street

The CAO, Director of Operations and two members of Council met to discuss and evaluate proposals received for Engineering Services for the design of replacement services for Pleasant and Clairmont Street reconstruction.

Criteria used in evaluation of proposals were: work plan and schedule; team experience; corporate experience; understanding of the project; quality assurance; and fees and expenses.

A motion by Deputy Mayor Devenne, seconded by Councillor Carver, **“THAT Council award a contract to KVM Consultants for Design Work for Pleasant Street and Clairmont Street at a cost of \$56,353 + HST and hat they be engaged to provide Construction Supervision at the time either of the projects are tendered at an estimated cost of \$88,000 for Pleasant Street and \$44,000 for Clairmont Street.”** Motion carried.

A motion by Deputy Mayor Devenne, seconded by Councillor Wilson , **“THAT KVM Consultants be requested to provide the engineering costs to include the replacement water and sewer services on Clairmont Street and the change to the construction supervision estimate at a result of adding the service replacement. “** Motion carried.

A motion by Deputy Mayor Devenne, seconded by Councillor Wilson at 8:30 p.m., **“THAT Council go In Camera to discuss MGA Section 172A, acquisition of vacant building, as permitted under Section 22(2)(f) of the MGA.”** Motion carried

Council returned to open session and adjourned upon motion at 8:43 p.m.

TOWN OF MAHONE BAY

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CAO, J. Wentzell

Mayor C. J. Feeney