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The Regular Meeting of Town Council for the Town of Mahone Bay was held on Thursday, February 28, 2019 at 7:00 p.m. in Council Chambers.

**Present:**

Acting Mayor, J. Bain  
Councillor P. Carver  
Councillor J. Feeney  
Councillor R. Nowe  
Councillor C. O'Neill  
CAO, D. Heide  
Acting Secretary, K. Redden

**Regrets:**

Mayor D. Devenne  
Deputy Mayor K. Nauss

**Gallery:** 4

**Agenda**

A motion by Councillor Feeney, seconded by Councillor Carver, **“THAT the agenda be approved as amended to add 9.1 – Meter Readings and 9.2 - ICIP Funding.”** Motion carried.

**Minutes**

A motion by Councillor Nowe, seconded by Councillor Carver, **“THAT the minutes of the February 12, 2019 regular council meeting be approved as amended.”** Motion carried.

A motion by Councillor Nowe, seconded by Councillor Carver, **“That the minutes of the February 21, 2019 special council meeting be approved as amended.”** Motion carried.

**Consideration of Delegations**

**Jennifer Constable – Plastic Free Lunenburg**

Council received a presentation from Plastic Free Lunenburg, a community-based project led by a group of concerned citizens.

**Canadian Lyme Disease Foundation**

Yvonne Mosley, a member of a group of people who have joined forces with the Lyme Disease Foundation, presented to Council.

**Correspondence – Action Items**

1. Juanita Spencer, CAO of the NSFM with a request for feedback on the Resolution Process.

A motion by Councillor Carver, seconded by Councillor O'Neill, **"THAT staff write a letter to NSFM with two issues of concern 1) The conduct of the regional meetings to discuss potential resolutions and 2) The process of nominations to NSFM committees at conventions."**

**Motion carried.**

2. Fran O'Hagan, Chair of the Mahone Bay Tourism and Chamber of Commerce with a request for the Town to approve a program of seasonal Town beautification.

A motion by Councillor O'Neill, seconded by Councillor Carver, **"THAT staff obtain a cost report on reinstating the hanging flower basket and Christmas wreath program for the 2019-20 budget process."**

**Motion carried.**

### **Staff Reports**

#### **Remuneration Policy**

A motion by Councillor Carver, seconded by Councillor Feeney, **"THAT having received notice at the February 12, 2019 meeting of Town Council, that Council adopt the Remuneration Policy as presented. The policy will take effect retroactively to January 1, 2019 with retroactive payments to Council after April 1, 2019."**

**Motion carried.**

#### **Public Participation in Planning Policy**

A motion by Councillor O'Neill, seconded by Councillor Nowe, **"THAT having received notice at the February 12, 2019 meeting of Town Council, that Council adopt the Public Participation in Planning Policy as amended."**

**Motion carried.**

*\*Councillor Nowe excused himself from the Council table at 8:18pm to respond to a fire call.*

### **Council Items**

#### **NOW Lunenburg County**

A motion by Councillor Carver, seconded by Councillor Feeney, **"THAT in recognition and support for the important work being done by NOWLunenburg County to reach out to prospective physicians and to promote Lunenburg County as a desirable place to live and practice medicine and, in recognition that the province has encouraged municipalities to play a role in physician recruitment, I move that the Town of Mahone Bay include two hundred dollars (\$200) in the 2019-2020 budget planning process as a contribution to the NOWLunenburg County physician recruitment project.**

Councillor Carver withdrew her motion in anticipation of NOW Lunenburg County applying for a Town of Mahone Bay grant for the 2019/20 fiscal year, the grant process being governed by the Town's Grants to Organizations Policy.

### **Committee Reports**

#### **Draft Age Friendly Community Committee Minutes**

Council received the draft minutes of the February 11, 2019 meeting of the Age Friendly Community Committee.

#### Draft Economic Development Committee Minutes

Council received the draft minutes of the February 19, 2019 meeting of the Economic Development Committee.

#### Draft Audit Committee Minutes

Council received the draft minutes of the February 6, 2019 meeting of the Audit Committee.

A motion by Councillor Feeney, seconded by Councillor O'Neill **"THAT staff be directed to review applicable policies and banking products and bring a recommendation in this regard to the Committee's July meeting."** Motion carried.

A motion by Councillor Feeney, seconded by Councillor O'Neill **"THAT staff be directed to reflect requirements for detailed invoicing in RFP contracts for major capital works in the future."** Motion carried.

A motion by Councillor Feeney, seconded by Councillor O'Neill **"THAT staff be directed to investigate the issue of its practices concerning property taxes on newly/partially constructed buildings and bring a recommendation in this regard to the Committee's July meeting."** Motion carried.

#### Action Plan Update – Quarterly Report

Council received the quarterly report of the Town's action plan.

#### NSFM Municipal Matters Newsletter

Council received the February 6, 2019 edition of the NSFM's Municipal Matters Newsletter.

#### NSFM Municipal Matters Newsletter

Council received the February 20, 2019 edition of the NSFM's Municipal Matters Newsletter.

#### Lunenburg County Senior Safety Program Monthly Report

Council received the February 2019 report of the Lunenburg County Senior Safety Program.

A motion by Councillor Feeney, seconded by Councillor Carver, **"THAT the committee reports be received and filed."** Motion carried.

#### New Business

##### Meter Reading

Acting Mayor John Bain discussed with Council some Town of Mahone Bay resident's power bill concerns.

##### 9.2 ICIP Phasing

*\* Councillor Nowe returned to the Council table at 9:19pm.*

A motion by Councillor Feeney, seconded by Councillor O'Neill, **"THAT Council approves the phasing of the priority #1 ICIP project (Main Street Utilities Rehabilitation and Improvement) into two phases as follows:**

**Phase 1 – Town Reservoir to Long Hill Rd.**

**Phase 2 – Long Hill Rd. to Cherry Lane**

**Should such be necessary to secure federal/provincial project funding."**

**Motion carried.**

**There being no further business, the meeting adjourned upon motion at 9:29 p.m.**

**TOWN OF MAHONE BAY**

**TOWN OF MAHONE BAY**

Acting Town Clerk, Kelly Redden

Acting Mayor, John Bain

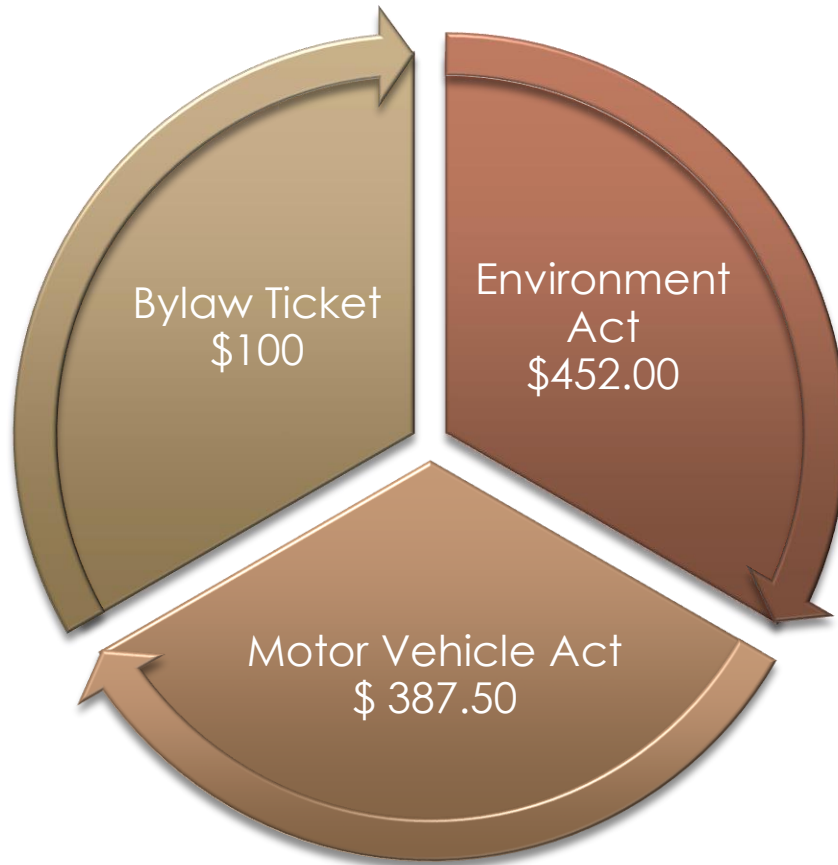


# UNPLUG THE LITTERBUG

**Angela Taylor, Special Constable** - Outreach & Compliance Officer

Municipal Joint Services Board, Lunenburg Region

May 18, 2018



## LITTER FINES IN NOVA SCOTIA





Earth Day 2017



# UNPLUG THE LITTERBUG CAMPAIGN

See it

Report it

Prevent it





HWY 325 –  
MAITLAND  
TO OAKHILL





13.04.2018 12:32





13.04.2018 12:38





13.04.2018 12:44









# EARTH DAY 2018

South Shore Wildlife  
Association cleaned up 125  
bags of litter





# **WARNING**

## **LITTER WATCH IN EFFECT**

**VIOLATORS MAY BE FINED**

**UP TO \$452.00**



**REPORT A LITTERER TO (902) 543-2991**

- ▶ Give the feeling that your being watched
- ▶ Encourage people to report it



## REPORT IT!

- ▶ License Plate Number
- ▶ Vehicle Description
- ▶ Date and Time
- ▶ Location





# MEASURE SUCCESS

- ▶ Compare volume of litter from previous year
- ▶ Volume of complaints/reports
- ▶ Successful fine/bylaw tickets

# PHASE 2

PREVENTION THROUGH  
ENFORCEMENT





- ▶ Litter Traffic Stops with the RCMP Community Police Officer
- ▶ Community Litter Committee
- ▶ Start media/social media campaign



# LITTER EXCUSE

“ I couldn't find a bin ”

PREVENTION THROUGH  
ENFORCEMENT



**There is no excuse for littering!  
Find a bin or take it home.**

**Litter and face a fine up to \$697.00**  
**#novascotiadoesntlitter**

# LITTER EXCUSE

**“Someone else will clean it up.”**

PREVENTION THROUGH  
ENFORCEMENT



**There is no excuse for littering!  
Find a bin or take it home.**

**Litter and face a fine up to \$697.00**  
**#novascotiadoesntlitter**



# REPORT A LITTERER

If you can't publicly admit doing it,  
then it's wrong to do!

PREVENTION THROUGH  
ENFORCEMENT



There is no excuse for littering!  
Find a bin or take it home.

Report a litterer (902) 543-2991

What? When? Where? Plate #

#novascotiadoesntlitter

# QUESTIONS?

Angela Taylor – Outreach & Compliance Officer  
Municipal Joint Services Board, Lunenburg Region  
[Angela.taylor@mjsb.ca](mailto:Angela.taylor@mjsb.ca)



**From:** [NSFM Info](#)  
**To:** [Tracy Verbeke](#)  
**Subject:** HOUSING SURVEY--Action Required: Complete Survey by March 14, 2019  
**Date:** February 28, 2019 4:11:56 PM  
**Attachments:** [image001.png](#)

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**28 February 2019**

**TO: Mayors/Wardens, Councillors, All Units**  
**CC: Chief Administrative Officers/Clerk-Treasurers, All Units**  
**FR: NSFM Info**  
**RE: HOUSING SURVEY**

Dear colleagues,

As part of the National Housing Strategy, Housing Nova Scotia invites municipalities to help shape the Province's new Action Plan. Until March 14, 2019, you are invited to provide your thoughts and opinions through an online survey or by sending a written statement via email at [HousingNS@novascotia.ca](mailto:HousingNS@novascotia.ca). For municipalities that wish to further discuss their housing challenges, Housing Nova Scotia would be pleased to meet with your municipal council upon request.

Your responses will help Housing Nova Scotia better understand municipal concerns regarding affordable housing and homelessness across the province, as well as identify potential areas of intervention. Completing the online survey should only take 10 minutes of your time.

This consultation is part of our continuous efforts to create vibrant communities and better meet the needs of our citizens through strategic partnerships and collaboration. While we recognize that housing is a provincial responsibility, we believe municipalities can be part of the solution. We welcome the Province's ongoing commitment to meaningful consultation on this important issue.

Please take some time to respond to this survey. Be assured that all answers you provide will be kept in the strictest confidentiality. For the benefit of our members, Housing Nova Scotia has agreed to share aggregate results from this survey at our Spring Workshop, in May 2019, in Truro.

If you have any questions about the survey, please contact Mr. Stephan Richard via email at [stephan.richard@novascotia.ca](mailto:stephan.richard@novascotia.ca) or by phone at (902) 424-7099.

Please click on the link below to begin.

<https://surveys.gov.ns.ca/LoginCode.aspx?PageNumber=1&SurveyID=71119n1K&>

Thank you for your participation.

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## Mahone Bay Founders Society

Mahone Bay Museum  
578 Main Street  
PO Box 583, Mahone Bay  
Nova Scotia  
B0J 2E0  
902-624-6263

Town of Mahone Bay  
439 Main Street  
Mahone Bay NS B0J 2E0

Dear Mayor Devenne:

The Mahone Bay Founders Society operating The Mahone Bay Museum has established **The Heritage Recognition Awards** to acknowledge and honour individuals, groups or projects that have an exceptional or lasting contribution to the conservation of heritage in Mahone Bay and area.

We are delighted to tell you that this year the award for **Innovative Techniques for conservation and restoration, including traditional methods of construction** will be awarded to the Bayview Cemetery Mapping Project.

Lynn Hennigar made the nomination and commended the Town officials (elected and staff) who worked with a group of committed volunteers over almost 3 years to provide a lasting heritage legacy. She described the project which used current technology of creating a web map that included GPS data. Also the information is incorporated into the Town website. A treasure trove of information is now preserved for the community and researchers everywhere. Lynn provided the information from the website as well as a letter to the volunteers from Mr. Wentzell Dec.20, 2017.

Please let us know if the Town would accept this year's Heritage Recognition Award for **Innovative Techniques for conservation and restoration, including traditional methods of construction**.

Also we would appreciate your consent to publicity about the award by The Founders Society.

Reply by email [palfreyman@eastlink.ca](mailto:palfreyman@eastlink.ca) or phone 902-627-1091.

The awards will be presented at the Heritage Awards Dinner to be held on Saturday April 20 at The Legion. We will be pleased to provide a pair of tickets for the event.

Sincerely

Anne Palfreyman  
Chair- The Founders Society

**Subject:**

FW: Heritage Awards Announcement 2019

## **The Founders Society/Mahone Bay Museum**

### **2019 Heritage Recognition Awards - Winning nominations**

Heritage Awards Dinner will be held April 20 at The Mahone Bay Legion

#### **Fran O'Hagan and Ron Himmelman- Old Mader's Wharf**

##### **Restoration and reuse of a heritage structure**

The Hub has been able to repurpose the space in this historic buildings attracting a growing community of innovators, entrepreneurs and freelancers and maintain its character. It is a great feat of design, restoration and adaptation.

#### **The Three Churches Foundation**

##### **Volunteer Service dedicated to preserving our heritage**

The Three Churches mandate is to raise money to help preserve the streetscape and exterior appearance the town's most renowned trio of buildings.

#### **Craig Pottie Vice Principal, Bayview Community School**

##### **Increasing Awareness though educational programs**

Community school continues to make heritage of Mahone Bay a priority in the school, and to the communities it serves.

#### **Bayview Cemetery Mapping Project**

##### **Innovative Techniques of conservation and restoration**

A treasure trove is now preserved for the community and researchers everywhere.

A fine example of Town officials working with a group of committed volunteers over 3 years to provide lasting heritage legacy

#### **Youth Award- Heritage Fair Project- Bayview Community School TBA**

**Submitted by Anne Palfreyman**

**Chair- The Heritage Awards Dinner Committee , March 7 2019**





P.O. Box 670  
168 Water Street  
Shelburne, N.S.  
BOT 1W0

Phone: (902) 875-2991

Fax: (902) 875-3932

[cao@town.shelburne.ns.ca](mailto:cao@town.shelburne.ns.ca)

[www.town.shelburne.ns.ca](http://www.town.shelburne.ns.ca)

February 26<sup>th</sup>, 2019

**Municipal Units of Nova Scotia,**

Dear Municipal Units of Nova Scotia,

The Town of Shelburne would like to propose that a portion of the Provincial HST goes back to municipal units who own and are responsible for two thirds of public infrastructure. As we all know, property taxes alone can't keep up with our growing local needs. There is mounting evidence that the main risk to financial viability of our communities is both the cost of infrastructure to provide services and service levels that don't reflect fiscal capacity. Asset Management studies have demonstrated that our infrastructure is in need of maintenance and repairs that already exceed our budgets, let alone expanding infrastructure to help our communities grow. As municipal units, we are often faced with new responsibilities that are forced upon us by the provincial government.

In Shelburne, we have a former federal government wharf that requires major repairs to maintain; we are being told to contribute to doctor retention programs, fund libraries, fund education, pay for policing, and so many more additional expenses that were not part of our responsibility in the past. These new additional costs, ones that we have no choice but to accept, make it even more difficult to plan future projects and stick to our budgets. By distributing a small portion, we are asking for 0.75%, of the HST to municipal units, this will result in municipal units receiving a portion of the taxes collected from both tourists and residents who use our infrastructure without having to resort to imposing large increases in property taxes to cover our basic needs.

HST makes up roughly 18% of the total tax revenue. We are asking for 0.75% of that 18%. The Nova Scotia Provincial Government is balancing their budgets while many municipalities are struggling to maintain basic standards. The Town of Shelburne is asking other municipal units to collectively lobby for a small share of this HST and asking you to write to us showing support. This item could then be forwarded to the NSFM.

Please send all letters of support to: [clerk@town.shelburne.ns.ca](mailto:clerk@town.shelburne.ns.ca) or by mail.

Sincerely,

Karen Mattatall  
Mayor, Town of Shelburne



**The Epilepsy Association of Nova Scotia**  
**306-5880 Spring Garden Road, Halifax, N.S. B3H 1Y1**  
**Tel: 902-429-2633 or 1-866-EPILEPSY**  
**[ed@epilepsyns.org](mailto:ed@epilepsyns.org)**  
**[www.epilepsyns.org](http://www.epilepsyns.org)**



January 28, 2019

Mayor David Devenne  
PO Box 530  
493 Main Street  
Mahone Bay, Nova Scotia  
B0J 2E0

Dear Mayor Devenne,

The Epilepsy Association of Nova Scotia (EANS), was created in 1980. For 39 years we have provided service, support and programming for all persons who live with epilepsy, their families and their communities in all three Maritime Provinces. In the coming months, we will be changing our name to Epilepsy Association of the Maritimes (EAM) to better reflect the provinces we serve.

The Epilepsy Association of Nova Scotia is reaching out to all Maritime Provinces to support Purple Day, March 26<sup>th</sup>. This is Purple Day's 11<sup>th</sup> Anniversary and we hope that all Municipalities, Towns and Cities participate.

Purple Day was founded by Cassidy Meagan, an eight-year-old girl who wanted one day in every year for everyone to learn about epilepsy and support those who live with this neurological condition. On June 28<sup>th</sup>, 2012, the Government of Canada created the Purple Day Act and received Royal Assent. March 26<sup>th</sup> is officially recognized as Purple Day in Canada. Working with Cassidy Megan, our organization approached the Anita Kaufman Foundation in the U.S. to make Purple Day a global initiative and we succeeded. It is recognized in over 85 countries and on every continent.



2/...

We are asking every municipality to participate in the month of March (Epilepsy Awareness month) to show support for your constituents who live with epilepsy. We will provide all Council members with purple ribbons. We respectfully request that they be worn throughout the month of March, especially at your monthly March Council Meeting(s) and March 26<sup>th</sup>. We

would appreciate a photo to be emailed to us and with your permission, we can upload it to our Facebook page and website. Last year we did this and our members from so many communities throughout the Maritimes contacted us and told us how much they appreciated the support from their local political representatives!

EANS provides an educational component that features seizure awareness and seizure first aid. This is provided to schools, teachers, bus drivers and staff, employers, first responders, nursing homes, hospitals, small options, recreation groups and community groups. This educational piece provides a better understanding of this very common neurological condition and also what to do during a seizure and after care. These age appropriate presentations take about an hour and are provided free of charge. They have been vetted by the QEII Health Science Center and the IWK. We also provide scholarships and bursaries to students with epilepsy who pursue post-secondary education; we send a kid to Camp Brigadoon, we provide advocacy and support and have even provided employment support.

Please feel free to contact us at the address below to let us know how many ribbons you require and what your plans are to show support in your community. Also, please kindly let us know when your council meetings are in March and we can provide a proclamation for Purple Day. We have everything in French and English and please specify if you wish one or the other, both and the numbers of each.

Thank you for taking the time to read and respond to our request.

Kindest regards,

A handwritten signature in black ink, reading "Debbi Tobin". The signature is fluid and cursive, with the first name "Debbi" and last name "Tobin" clearly distinguishable.

Debbi Tobin

Executive Director

[info@epilepsyns.org](mailto:info@epilepsyns.org) or [ed@epilepsyns.org](mailto:ed@epilepsyns.org)

[www.epilepsyns.org](http://www.epilepsyns.org)

[www.purpleday.org](http://www.purpleday.org)

**From:** [NSFM Info](#)  
**To:** [Tracy Verbeke](#)  
**Subject:** LOOKING FOR SUCCESS STORIES AROUND ECONOMIC DEVELOPMENT/SHARED SERVICES--Action Required: Responses by March 14th  
**Date:** February 28, 2019 1:35:43 PM  
**Attachments:** [image001.png](#)

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**TO: Mayors/Wardens, Councillors, CAOs/Clerk-Treasurers, All Units**

**FR: Judy Webber, NSFM Event Planner/Financial Officer**

**RE: LOOKING FOR SUCCESS STORIES AROUND ECONOMIC DEVELOPMENT/SHARED SERVICES ACTION REQUIRED: RESPONSES BY MARCH 14<sup>TH</sup>**

During the upcoming NSFM Spring Workshop in Truro, we will have a session on Municipal Success Stories related to economic development and shared services. This session has become a very successful staple of our main events and always receives the highest ratings on our evaluations.

This is an opportunity for municipalities to showcase your accomplishments!

Do you have a great program that other municipalities can learn from?

Have you worked with a neighbouring municipality to come up with a unique service in your communities?

Come and show it off! This session provides a wonderful platform to provide your fellow municipal colleagues with practical ideas they can then consider instituting in their own areas.

If interested, please email Event Planner, Judy Webber - [jwebber@nsfm.ca](mailto:jwebber@nsfm.ca) **by Thursday, March 14th** with your proposed submission outlining specifically what you plan to speak about.

The Spring Workshop Planning Committee will select two success stories from the submissions received. Each presenter will have approximately 20 minutes to present followed by Q & A.

Tentatively the session is set for the morning of Thursday, May 9<sup>th</sup> 9:00 a.m. – 10:00 a.m.

We look forward to receiving your proposals.

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**From:** [NSFM Info](#)  
**To:** [Tracy Verbeke](#)  
**Subject:** NEWS RELEASE--NSFM APPLAUDS PROPOSED CHANGES GIVING MUNICIPALITIES MORE AUTONOMY IN SPENDING POWERS--Action Required: For Information Purposes  
**Date:** March 5, 2019 4:08:39 PM  
**Attachments:** [image001.png](#)  
[2019-03-05 Press Release--NSFM Applauds Proposed Changes Giving Municipalities More Autonomy in Spending Powers.pdf](#)

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**TO: Mayors/Wardens, Councillors, All Units**

**CC: Chief Administrative Officers/Clerk-Treasurers, All Units**

**RE: NEWS RELEASE—NSFM APPLAUDS PROPOSED CHANGES GIVING MUNICIPALITIES MORE AUTONOMY IN SPENDING POWERS**

## **NEWS RELEASE**

For interviews or more information, contact:

**Councillor Wayne Mason**

**NSFM President**

Phone: 902-430-7822

Email: [president@nsfm.ca](mailto:president@nsfm.ca)

FOR IMMEDIATE RELEASE

## **NSFM Applauds Proposed Changes Giving Municipalities More Autonomy in Spending Powers**

*Halifax, March 5, 2019* – The Nova Scotia Federation of Municipalities (NSFM) is applauding today's announcement by the Government of Nova Scotia to grant the provinces 50 municipalities greater autonomy on how they can expend money. The new powers will be given through changes to the Municipal Government Act (MGA) and the Halifax Charter.

“Every municipality in Nova Scotia has differing priorities. The current legislation is very prescriptive and does not necessarily allow municipal units to address the needs of their communities. We see today's announcement as a significant step forward in giving municipalities the tools they need to react quickly and in the best interests of their citizens,” says Wayne Mason, President of the NSFM.

NSFM and its members were consulted by the Minister of Municipal Affairs and his team over the summer.

Mason says, “It is always a good day when we can praise government on its collaborative approach to making new policy and when we can see the efforts of our consultations reflected in it”.

Changes to the *Act* were initially considered to enable municipalities to invest in broadband initiatives, an issue that was identified as a top priority for NSFM and its members in 2016.

Many areas of the province remain un-serviced or underserved by broadband making it difficult to attract and retain people and businesses to rural regions. It negatively impacts economic development, education and health outcomes.

-30-

About NSFM: The Nova Scotia Federation of Municipalities (NSFM) has been the collective voice for municipal governments across the province since 1906. With 379 members comprising Mayors, Wardens and councillors, NSFM represents the interests of municipalities on policy and program matters that fall within provincial jurisdiction. Members include all 50 of Nova Scotia's municipalities. NSFM continues to advocate on behalf of our members for our five annual resolutions: reform of the CAP, Extended Producer Responsibility for consumer packing, new sources for municipal funding, modernization of municipal governance, and a new funding model for roads.

1809 Barrington St., Suite 1304, Halifax, NS B3J 3K8 Tel: (902) 423-8331 Fax: (902) 425-5592 E-mail: [info@nsfm.ca](mailto:info@nsfm.ca) [www.nsfm.ca](http://www.nsfm.ca)

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**From:** [NSFM Info](#)  
**To:** [Tracy Verbeke](#)  
**Subject:** SOUTH SHORE - HRM REGIONAL MEETING  
**Date:** March 6, 2019 4:43:55 PM  
**Attachments:** [image001.png](#)

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**TO: Mayors, Wardens, Councillors and CAOs from the South Shore-HRM Area Region**

**RE: SOUTH SHORE - HRM REGIONAL MEETING**

HRM has kindly agreed to host the South Shore-HRM Area Regional Meeting.

While they are still confirming an exact location we wanted to get the date & time into your calendars:

**Date:** Thursday, April 18<sup>th</sup>, 2019

**Location:** TBC

**Time:** 1:00 p.m. – 4:00 p.m.

Please forward Agenda items to Will Brooke [wbrooke@nsfm.ca](mailto:wbrooke@nsfm.ca) (the agenda package will be sent out in advance of the Meeting date.)

Please let us know if you will be attending the meeting by **responding to this email by April 11<sup>th</sup>**. You can also email Tracy Verbeke directly at [tverbeke@nsfm.ca](mailto:tverbeke@nsfm.ca).

We will need to know our numbers for seating and catering.

A special thank you to HRM for agreeing to host.

We will confirm the location ASAP.

-

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mail Tracy Verbeke at [tverbeke@nsfm.ca](mailto:tverbeke@nsfm.ca), and you will be removed from the mailing list.



## Rethinking Single Use Plastics: An Update to Businesses & Community Organizations

March 5, 2019

From: Plastic Free Lunenburg

*The purpose of this communication is to help Lunenburg businesses and community organizations learn about and prepare for the **proposed** ban on sale and distribution of single-use plastics within the Town of Lunenburg.*

### Background: what happened?

“Rethinking Single Use Plastics,” was a community consultation organized by PFL in early 2019. The purpose was to engage and measure public support for reducing single-use plastics in Lunenburg. The consultation provided information on risks associated with single use plastic pollution and how Lunenburg can reduce the risks. Participants were invited to set goals toward SUP bans, identify questions, and identify challenges/opportunities.

Over 300 people attended our public sessions and 1,425 “votes” (registered support) were recorded across 7 plastic categories.

There was **overwhelming support** to introduce a mandatory ban on sale and distribution of seven categories of single-use plastics to the Town of Lunenburg. Over 96% of respondents support a ban of ALL 7 categories by January 1, 2020 or sooner (please see chart on the next page).

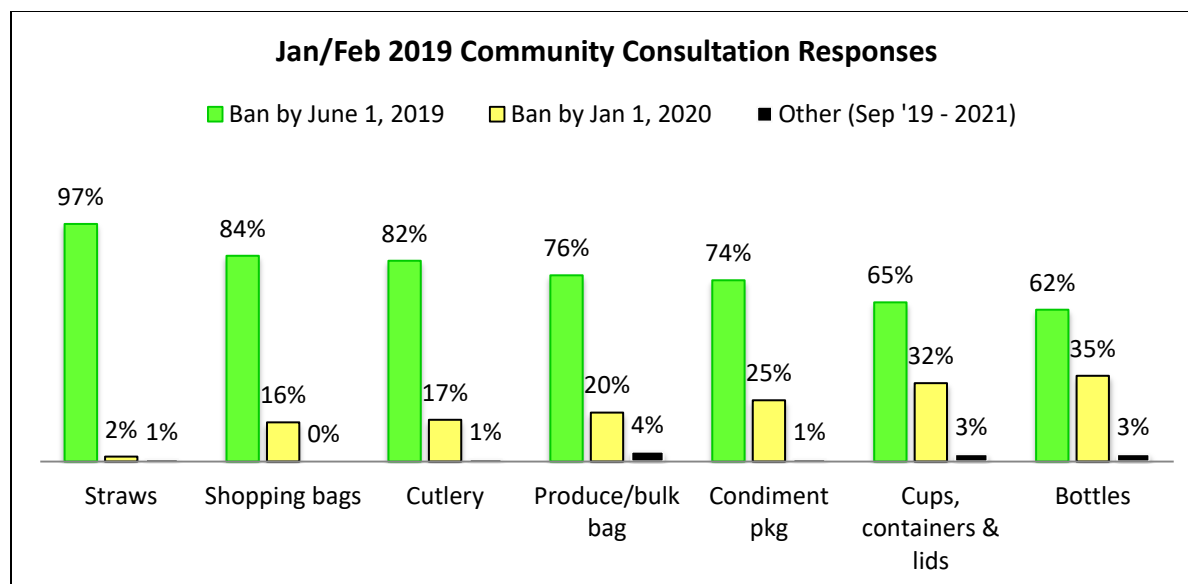
#### The proposed categories of plastic to be included in the ban are:

Any straw, check-out bag, cutlery, single serving beverage bottle/container, single serving condiment pack, disposable cup, disposable container, disposable lid, or produce or bulk bag that is, in part or whole, made out of plastic.

There were also a number of **themes** that emerged from the community consultation. These were mainly about how the ban would be implemented:

- **Support the transition**
  - People are looking for access and information on consumer *product & habit* alternatives
  - People want businesses and organizations to be given reasonable time to make the transition
  - People are seeing need for more water refilling access around town
  - People want to be inclusive and leave no one behind – eg. Sponsor “starter kits” for those who can’t afford re-usable items
- **Opportunities** for local economic development / business – let’s use this opportunity to produce items locally
- **Other concerns**
  - People want mandatory shared responsibility: Producers, business, governments, community groups, consumer/citizens
  - Waste management barriers: concerns about waste collection systems and cost to taxpayers
  - Other plastics/waste risks people want to address right away: Food packaging, pet waste, etc.

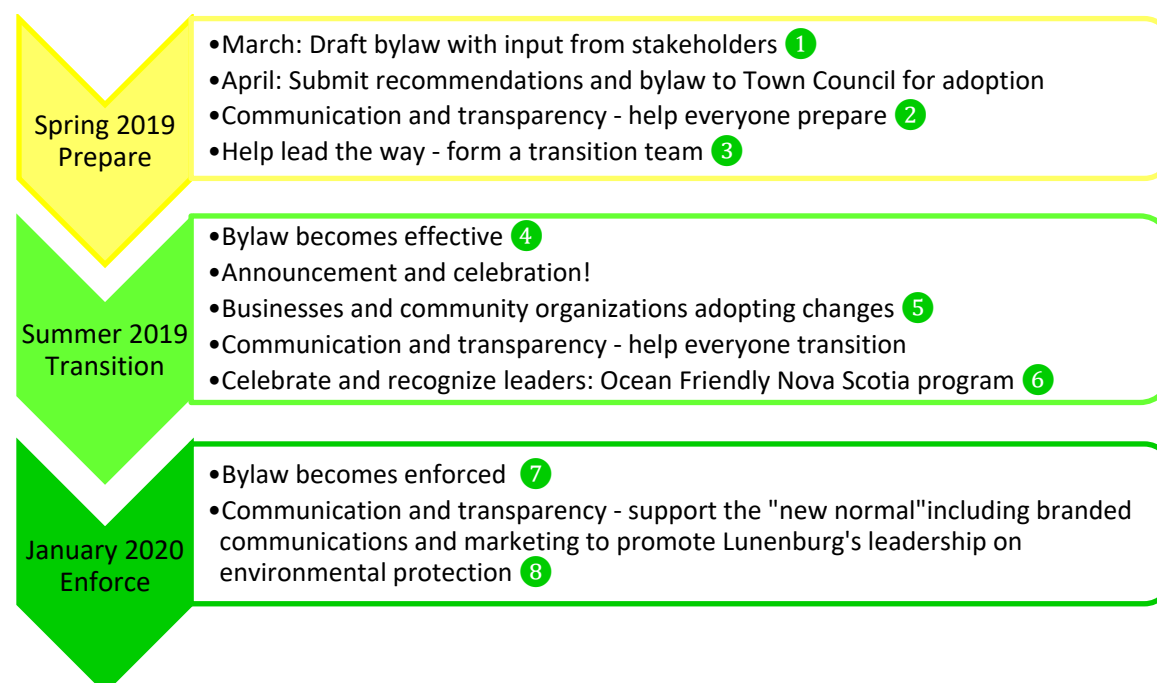




### What will happen next?

There are a number of steps to be taken before the ban becomes a reality. On February 26, 2019 Lunenburg Town Council passed a motion directing staff to work collaboratively with Plastic Free Lunenburg to draft the bylaw. Plastic Free Lunenburg's goal is to present in April 2019 its report, implementation plan, and proposed bylaw for Town Council approval. Here is our proposed timeline; see below for notes on what this means for businesses and community organizations and 8 tips on how you can get ready.

### When will it happen? PFL's proposed timeline:



## How will this impact businesses and community organizations?

If approved, the ban would prohibit sales and distribution of single-use plastics within the Town of Lunenburg. This means that businesses and community groups would no longer be allowed to sell or distribute any straw, check-out bag, cutlery, single serving beverage bottle/container, single serving condiment pack, disposable cup, disposable container, disposable lid, or produce or bulk bag that is, in part or whole, made out of plastic. We propose exceptions be made for medical reasons.

## When would the bylaw become effective?

PFL is proposing the bylaw be effective July 1, 2019 but not be enforced until January 1, 2020. This gives adequate time for businesses to prepare, transition and use up any remaining stock that they may already have.

## How can businesses and community organizations get ready?

It is never too early to get ready! Leading the way has benefits as customers and tourists increasingly expect businesses and suppliers to share responsibility for environmental protection and waste reduction. PFL is committed to helping the transition – feel free to **contact us** at [plasticfreelunenburg@gmail.com](mailto:plasticfreelunenburg@gmail.com) or call Teresa 902.523.5205 or Jennifer at 902.277.1885. Here are main opportunities associated with our proposed timeline:

1	March 2019	<i>Have input into the bylaw.</i> This is your chance to have a say before it goes to Council. Contact PFL to understand what is proposed and offer your feedback and/or support.
2	Starting March 2019	<i>Prepare for the transition.</i> Do an audit of your current business or organization – on your own, with others, or the help of PFL. Check and list all items that would be banned under the new bylaw. Plan how to transition away: switch to re-usable solutions where possible. If re-usables are not an option, challenge your supplier to provide an alternative that is wholly compostable with no plastic, bioplastic or wax coatings. If you are unsure, ask PFL for help – watch also for suggestions and resources on our website, coming soon.
3	May 2019	<i>Help lead the way – join the transition team.</i> Some of you are keeners. You know an opportunity when you see one. You have already purged your plastics and you want to help spread the knowledge and shape the broader story. Call us!!
4	July 2019	<i>Bylaw would become effective.</i> PFL plans to propose a July 1 adoption. Many businesses are ready or nearly ready for this. For those that aren't, there would be a grace period before enforcement takes effect, giving more time to transition.

5	Starting July 2019 or sooner	<i>Make the changes.</i> Now that you've prepared and the proposed bylaw is effective, keep transitioning away from single-use plastics. Figure out what is working well, what isn't and keep the transition team and your suppliers informed so <i>we can support you</i> – this is the time to work out challenges.
6	Summer 2019	<i>Get recognized for leading.</i> Ocean Friendly Nova Scotia is a certification program developed by Coastal Action, recognizing businesses (cafés, restaurants, retail, etc.) that take steps to reduce their use of single use plastics. The program will pilot in Lunenburg in the summer and roll out across Nova Scotia in 2020. To get onboard, contact: Ariel Smith, Coastal Action at 902.430.6109 or email: <a href="mailto:oceanfriendlyns@coastalaction.org">oceanfriendlyns@coastalaction.org</a> .
7	January 1, 2020	<i>Bylaw would become enforced.</i> PFL plans to propose bylaw enforcement on January 1, 2020. At that time, penalties would be applicable for violation.
8	2020 and beyond	<i>This is our new normal – let's tell the world!</i> By 2020, Lunenburg's leadership on environmental protection will be a story to celebrate! We envision consistent branded communications targeted to residents and visitors. We will all be ambassadors of our community-wide ban. Ideas? Want to get involved? Let us know! (or see 3)

### What about my situation?

We understand you will have many questions as this progresses. Please send us your questions - PFL is working on some segment-specific Q&As and suggestions to help you start thinking about how to take advantage of this opportunity and get ready for the transition. This information will include NS Food Safety compliance considerations. Stay tuned or give us a call!



### PLASTIC FREE LUNENBURG

**Who we are:** Plastic Free Lunenburg (PFL) is a community based project lead by a group of concerned citizens working locally to protect the health of our environment. PFL formed in 2018 and is affiliated with Coastal Action.

**Our Goal:** To support waste reduction in Lunenburg and area, with a focus on rethinking single-use plastics.

**Our Approach:** We work to educate, influence and support positive change among the public, community organizations, businesses and policy-makers.

## Report to Council

# March 12, 2019



This Report to Council is intended to provide the Mahone Bay Town Council with a high-level summary of staff progress towards Council's direction to staff. As per the Town Council Policy, the report will be provided at each regular meeting of Council. The Report to Council is a living document and will improve and expand to incorporate new source documents as approved, and to respond to feedback received from Council.

Goal	Objective	Assigned	Target	% Completion
<b>Council Assignments to Staff</b>				
1	Consideration of recommendation of HAC to register the house at 24 Pleasant Street as a municipal heritage property.	10-Jul-18	May, 2019	25%
	Notes: CLERK - Waiting for resolution of property matters before staff are able to send required notice and bring the matter forward to Council.			
2	Staff to engage a professional, or professionals, to provide options and cost estimates to replace or renovate the current firehall and seek an appropriate location for Town Hall operations.	26-Jul-18	Feb, 2019	★
	Notes: CAO - Facilities report incorporating options and cost estimates prepared for Council's consideration. Still awaiting confirmation of FCM MAMP funding for general facilities assessment.			
3	Staff complete a general remuneration review and develop a remuneration policy to be brought back to Council.	11-Dec-18	Feb, 2019	★
	Notes: Policy passed by Council on Feb 28, 2019; effective Jan 1, 2019.			
4	Staff to work with Legal Counsel to arrange for a right-of-way.	11-Dec-18	Mar, 2019	50%
	Notes: In progress.			
5	Staff to prepare a report on the need for a Town housing advisory committee.	08-Jan-19	May, 2019	Not yet begun
	Notes: None			

6	Staff to research the pricing of dog waste dispensers and the advisability of installing them in Town.	08-Jan-19	Apr, 2019	<div><div></div></div>				25%
		Notes: In progress.						
7	Staff to arrange subscription to Code Red Public Alert System.	24-Jan-19	Mar, 2019	<div><div></div></div>				50%
		Notes: In progress.						
8	Staff to write a letter to Dept. of Fisheries and Oceans to restart process of applying for lease of Crown Land.	24-Jan-19	Feb, 2019	<div><div></div></div>				<div><div></div></div>
		Notes: Letter sent.						
9	Staff to advertise for Age Friendly Community Committee Members.	12-Feb-19	Feb, 2019	<div><div></div></div>				<div><div></div></div>
		Notes: In February's edition of the Mayor's Newsletter. Posted on bulletin board at Post Office.						
10	Staff directed to complete and submit Representative Volunteer paperwork to Prov.	12-Feb-19	Feb, 2019	<div><div></div></div>				<div><div></div></div>
		Notes: Completed						
11	Staff directed to identify and pursue external funding options for Centennial.	12-Feb-19	Jun, 2019	<div><div></div></div>				25%
		Notes: In progress; trees canada / heritage legacy program applications planned for March.						
12	Staff directed to refine the 2019 Centennial Program.	12-Feb-19	Mar, 2019	<div><div></div></div>				<div><div></div></div>
		Notes: Staff report with program update included in package for Council's March 12 meeting.						
13	Staff directed to preapre a report concerning the Town's corporate carbon footprint and the cost implications of reducing it.	12-Feb-19	Apr, 2019	<div><div></div></div>				25%
		Notes: In progress.						
14	Staff directed to write a letter to NSFM with feedback on Resolution Process.	28-Feb-19	Mar, 2019	Not yet begun				
		Notes: None						
15	Staff directed to obtain a cost report on reinstating the hanging flower basket and Christmas wreath programs.	28-Feb-19	Apr, 2019	Not yet begun				
		Notes: None						
16	Staff directed to review applicable policies and banking products and make recommendation to Audit Committee.	28-Feb-19	Jul, 2019	Not yet begun				
		Notes: None						
17	Staff directed to reflect requirements for detailed invoicing in RFP contracts for major capital works in future.	28-Feb-19	Mar, 2019	<div><div></div></div>				<div><div></div></div>
		Notes: Ongoing.						
	Staff directed to investigate the	28-Feb-19	July, 2019	Not yet begun				

<p>Town's practices concerning property taxes on newly/partially constructed buildings and bring a recommendation to the Audit Committee.</p>	<p>Notes: None</p>
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Chief Administrative Officer's Report - March 12, 2019	
<p>1 <b>Alternative Resource Energy Authority (AREA)</b></p>	<p>AREA Board met Feb 8th. Cooperation meetings with NSPI ongoing. AREA Community Solar presentation to Council anticipated in April. Exploring electric vehicle charging opportunities with Dept. of Energy.</p>
<p>2 <b>Atlantic Infrastructure Management (AIM) Network Asset Management Cohort Program</b></p>	<p>AIM Cohort community engagement session on Feb 22nd attended by Dylan, Luke, Mayor Devenne, Councilor Carver and Councilor Nowe. Working on arrangements with the Municipality of the District of Chester for GIS technical support to Town's asset management initiatives.</p>
<p>3 <b>Events Coordination</b></p>	<p>Chamber hosted initial events coordination stakeholders discussion Feb 28th at the Mahone Bay; CAO participated. Follow-up meeting planned for March, updates to follow.</p>
<p>4 <b>Invest in Canada Program - Call for Water / Wastewater Projects</b></p>	<p>Applications submitted Jan 18th. On follow-up from Municipal Affairs Council's passed phasing motion Feb 28th. Staff awaiting further updates on status of funding.</p>
<p>5 <b>2019-20 Centennial Program</b></p>	<p>Met with all community partners in follow-up to Council's Feb 12th meeting. On Feb 27th met with Three Churches Foundation, Talking Trees Committee, Garden Society and Saltbox Brewery concerning additional centennial proposal - apple wassailing / orchard restoration. Update to Council included in Mar 12th meeting package.</p>
<p>6 <b>Municipal Joint Services Board (MJSB)</b></p>	<p>Meetings with CAOs/CEO re 2019-20 Budget recommendations/impacts. Review of joint Insurance RFP response currently underway.</p>
<p>7 <b>Lunenburg County Staff Economic Development Committee</b></p>	<p>First meeting of Lunenburg County Staff Economic Development Committee - consisting of staff from each municipal unit - held on Feb 27th (on direction from Feb 4 Mayors/Wardens meeting); still awaiting Municipal Affairs response re proposed properties inventory project funding. Site review of East Hants inventory planned.</p>

## Director of Operations' Report - March 12, 2019



<b>1 Snow &amp; Ice Control</b>	<ul style="list-style-type: none"> <li>• During the month there were 4 snowfall events requiring the plowing of streets and sidewalks. Streets required salting on 25 occasions; sidewalks were salted/sanded as necessary.</li> <li>• On February 1, staff conducted snow &amp; ice control measures on Park Cemetery roads to accommodate a funeral.</li> </ul>
<b>2 Bandstand Renovations</b>	<ul style="list-style-type: none"> <li>• The deadline for responses for the Request for Proposals – Bandstand Renovations is 3 pm, February 28.</li> </ul>
<b>3 Potholes</b>	<ul style="list-style-type: none"> <li>• Winter conditions have been detrimental asphalt surfaces; staff made temporary repairs to numerous potholes.</li> </ul>
<b>4 Blue Route Bicycle Route</b>	<ul style="list-style-type: none"> <li>• The Mahone Bay Stakeholders group met January 29 to review the draft report on Bikeways Planning in Mahone Bay. February 1 site visit with Bicycle NS; recommendations anticipated.</li> </ul>
<b>5 Volunteer Week</b>	<ul style="list-style-type: none"> <li>• Nomination documents were submitted the Province of NS concerning Heather Whitehouse's selection as Mahone Bay's 2019 Representative Volunteer.</li> </ul>
<b>6 Electric Utility</b>	<ul style="list-style-type: none"> <li>• Regular water &amp; electrical meter reading duties completed.</li> <li>• Measurement Canada staff conducted meter installation inspections.</li> <li>• A storage container was procured and set-up to house parts and materials.</li> <li>• High winds on January 25 caused a brief power outage affecting one customer at 740 Main St.; staff responded and repaired.</li> <li>• One electrical inspection was conducted.</li> <li>• Staff member P. Lawson has been preparing to write the provincial exam for Powerline Technician certification.</li> </ul>
<b>7 Water Supply, Treatment &amp; Distribution</b>	<ul style="list-style-type: none"> <li>• Regular monitoring and maintenance activities continued.</li> <li>• The draft design/specifications for a back-up generator to be installed at the Raw Water Pump house were received from the consultant and are being reviewed by staff prior to approval and tender issue.</li> <li>• A water main break was repaired on Clearway St. on February 20.</li> </ul>
<b>8 Sewage Collection &amp; Treatment</b>	<ul style="list-style-type: none"> <li>• Regular monitoring and maintenance activities continued.</li> <li>• Staff consulted on 2 residential sewer lateral blockages during the month.</li> <li>• The 2018 Annual Wastewater Report was submitted to NS Environment.</li> </ul>

## Finance Manager's Report - March 12, 2019

1	<b>Tax Sale</b>	We are progressing through the Tax Sale process. After the initial notices were sent out, we only have 4 properties remaining which will be advancing to the next stage of the process. We have recently received the Title Searches back from the Town Solicitor, and will be preparing the final notice for these property owners over the course of the next few days.
2	<b>Budget</b>	Preliminary work has started on the 2019/20 Budget. Documents will be submitted to Department Managers by the end of day on March 7th for their input on the Operating Budgets.
3	<b>Water Rate Study</b>	All requested information has been sent to the consultants preparing our Water Rate Study. They are now in the process of doing a review of the information provided.
4	<b>Audit</b>	The 2017/18 Audit has been finalized. We are in discussions with Deloitte to streamline the 2018/19 Audit. Deloitte is currently scheduled to be on site for 2 weeks starting on August 6th with all work being completed by early September.
5	<b>Financial Information Return (FIR)</b>	Staff are in the final stages of completing the FIR. We expect that this document will be submitted to the Province no later than March 15th. While this was due to the Province on September 30th, we have had several factors come together resulting in this reporting delay. We have been in constant contact with our Provincial Contacts at DMA to keep them up to date with our progress, and are working to ensure the September 30th deadline is achieved going forward.

## Service Statistics - March 12, 2019

1	<b>Parking Enforcement (tickets issued)</b>	<b>December, 2018</b>	<b>2</b>	<b>YTD: 5</b>
		<b>Notes:</b> Additional no parking signage to be added on Orchard St. when weather permits.		
2	<b>Police Services (founded &amp; SUI occurrences)</b>	<b>Oct-Dec 2018</b>	<b>60</b>	<b>YTD: 343</b>
		<b>Notes:</b> Sgt. Stephen MacQueen has taken a new post with the RCMP and a new District Commander will be selected; Sgt. Mark MacPherson will be acting as Commander in the interim.		
3	<b>Traffic (Speed Signage)</b>	<b>January, 2019</b>	<b>38 Clearway St.</b> Av. Speed 26 / 30 Kph	<b>95 Kinburn St.</b> Av. Speed 44 / 50 Kph

**MORE TO COME**





## **Town of Mahone Bay**

Staff Report

RE: 2019 Strategic Plan Update

March 12, 2019

### **General Overview:**

The purpose of this report is to make recommendation to Council concerning the revision of the Town of Mahone Bay Corporate Strategic Plan for 2019.

### **Background:**

The Mahone Bay Town Council adopted the 2018-2021 strategic plan on February 13, 2018. The continuous improvement plan section of the strategic plan prescribes an annual review (and potential revision) of the plan document, pursuant to regular quarterly updates on action plan implementation provided by staff.

### **Analysis:**

Following the quarterly action plan update provided to Council at its regular meeting on February 28, 2019, Town staff have prepared a recommended revision of the strategic plan (draft attached as Appendix A to this report).

Proposed amendments to the strategic plan are highlighted in yellow. The rationale for these amendments are: 1) to highlight the priority placed by Council on environmental sustainability; and, 2) to better reflect the Council's commitment to the continuous improvement of the plan.

On Council's direction staff will revise the associated action plan in accordance with the revised strategic plan and present the revised action plan – along with the 2018-19 Q4 update – to Council's April 9, 2019 meeting.

### **Financial Analysis:**

No financial impacts are anticipated as a result of adopting the revised strategic plan.

### **Links to Strategic Plan:**

#### **4.     *Our Continuous Improvement Plan***

**Recommendation:**

THAT Council adopt the attached revised Town of Mahone Bay Corporate Strategic Plan 2018-21.

**Attached for Council Review:**

- Draft Revised Town of Mahone Bay Corporate Strategic Plan 2018-21

**Respectfully Submitted,**

A handwritten signature in blue ink, appearing to read 'Dylan Heide', followed by a long horizontal flourish.

Dylan Heide  
Town of Mahone Bay CAO



# **Town of Mahone Bay Corporate Strategic Plan 2018-2021**

Approved by Council February 13, 2018

**[2019 Revision presented Mar 12, 2019]**

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**Town of Mahone Bay**

[www.townofmahonebay.ca](http://www.townofmahonebay.ca)

**Message from the Mayor**

I am pleased to present the Town of Mahone Bay Corporate Strategic Plan for 2017 - 2021. This plan has been produced through consultation with the members of council and the support of our senior management staff. The plan takes into account our past successes and recognizes the challenges our town will face in the future.

The strategic plan is the foundation that provides rationale for implementing the strategic direction of the town through this Council's tenure. It is critical to define our strategic mandate accurately to ensure expectations are realistic. The strategic plan must be responsive to external sources that impact the potential to satisfy those expectations. It must also address the resources or constraints that may enable or prevent council from implementing the plan.

This strategic plan is not carved in stone. It is a document that lives in the life of the town. It is designed to be flexible and responsive to changes in strategic direction when external forces on the town necessitate such a change. The strategic plan does not exist in a vacuum. It is shaped by:

- Our corporate mission, vision and core values
- The way that our town government is structured and operates each day
- The services that the town commits to provide to the citizens

The competent, dedicated town staff collaborate to provide the services that you receive throughout the year. Their efforts are augmented by many volunteers working through a variety of different groups in Mahone Bay. These citizens are critical to the success of the Town of Mahone Bay. I look forward to working with council, staff, volunteers and residents to ensure Mahone Bay is successful in achieving our goals for the future.

David W. DeVenne  
Mayor, Town of Mahone Bay

## 2. Mission, Vision, and Core Values

**Our Mission** is to provide high quality services to our vibrant and thriving community, through efficient and accessible government.

**Our Vision** is a sustainable community where individuals, groups and businesses “make things happen”.

**Our Core Values** are our shared beliefs, behaviours and attitudes that guide Town Councillors and employees in the delivery of services to our community.

We are:

- Honest
- Accountable
- Fair
- Transparent
- Responsive

### 3. Key Strategic Initiatives and Core Activities

In order to achieve our vision and mission we intend to focus on the following areas:

#### 3.1 **21<sup>st</sup> Century Infrastructure**

- Facilities Management
- Asset Management
- Optimize efficiency of Utilities
- Provide safe streets and sidewalks
- Meet and exceed standards for water and wastewater
- Implement Federal and Provincial Accessibility legislation
- Foster inter-municipal shared services
- Optimize operations structure for efficient delivery of services

#### 3.2 **Economic and Community Development**

- Define the framework for an economic development strategy
- Ensure that Town policies, procedures, by-laws and other regulations foster growth and development
- Ensure that town infrastructure is in place to support development plans
- Collaborate with organizations that are involved in economic development activities
- Encourage a range of housing options
- Optimize value and use of our heritage, harbour and green spaces in economic development decisions
- Enhance recreation and open space opportunities
- Encourage diversity in community

#### 3.3 **Governance and Public Engagement**

- Optimize governance structure for effective decision-making
- Develop a policy and framework to engage the public in Council activities and decision making
- Improve communications and share information with the public in a manner consistent with their needs
- Create opportunities for public engagement

#### 3.4 **Environmental Sustainability**

- Pursue Climate Mitigation strategies (reducing Town carbon footprint)
- Undertake Climate Adaptation initiatives (implement further phases of the Harbour Development Plan)
- Expand Green Energy Generation (continued development of Alternate Resource Energy Authority)

## 4. Our Continuous Improvement Plan

The Strategic Plan must contain a formal annual review process. It outlines the roles and responsibilities of the Town Council to carry out a regular review of the plan, and to ensure its success and continuance. It is important to recognize that this document is a three-year plan and is flexible enough that amendments can be made by the Town Council as required.

The strategic plan is an important document for the Council, committees, and staff. Too often, organizations have invested resources in developing a strategic plan, only over a short period of time to have it lose its importance on the future direction of the organization. To prevent this, Town staff reference the strategic plan in all staff reports to Council, linking recommendations to the priorities expressed herein.

The Town Council has a mandate to review the plan and make recommendations for amendments. As well, the Chief Administrative Officer (CAO) will provide to the Council at regular intervals an update on the progress made on the goals and action plans. On an annual basis, the agenda of the Town Council will include time to review the strategic plan and discuss the progress and status of action plans approved within the strategic plan.





## **Town of Mahone Bay**

Staff Report

RE: Speed Signs & Crosswalk Flags

March 12, 2019

### **General Overview:**

The purpose of this report is to update Council and make recommendations concerning the ongoing use of speed signs and crosswalk flags by the Town.

### **Background:**

Beginning in 2017 the Town of Mahone Bay has employed crosswalk flags at several crossings to promote pedestrian safety. Flags are currently installed at four crossings (Edgewater, Main/Pleasant, Main/Orchard, and Main/Clearway) with trustee agreements established with nearby community organizations for the maintenance thereof.

Beginning in 2018 the Town of Mahone Bay has deployed two speed tracking signs which are also able to provide average daily vehicle counts with reasonable accuracy. The signs have been deployed in various locations – most heavily trafficked – for three or more months at a time over the past year.

The Town of Mahone Bay Corporate Strategic Plan 2018-21 Action Plan prescribed a follow-up evaluation of the Town's use of both the speed signs and crosswalk flags in late 2018-19.

### **Analysis:**

The following is a summary of the data collected by the speed signs from March 2018 to January 2019 (complete summary reports attached as Appendix A to this report):

#### **Summary of Data Collected**

<b>Sign Location</b>	<b>Report Period</b>	<b>Average Daily Vehicles</b>	<b>Average Speed (Kph)</b>
38 Clearway St.	Oct, 2018	3,606	26
38 Clearway St.	Nov, 2018	2,863	27
38 Clearway St.	Dec, 2018	2,771	26
38 Clearway St.	Jan, 2019	<u>3,273</u>	<u>26</u>
		<b>3,128</b>	<b>26</b>

66 Clairmont St.	Sep, 2018	639	40
66 Clairmont St.	Oct, 2018	2,031	37
66 Clairmont St.	Nov, 2018	<u>1,298</u>	<u>39</u>
		<b>1,323</b>	<b>39</b>
95 Kinburn St.	Dec, 2018	870	43
95 Kinburn St.	Jan, 2019	<u>750</u>	<u>44</u>
		<b>810</b>	<b>44</b>
836 Main St.	Jul, 2018	5,258	52
836 Main St.	Aug, 2018	7,006	52
836 Main St.	Sep, 2018	<u>4,593</u>	<u>53</u>
		<b>5,619</b>	<b>52</b>
164 Main St.	Mar, 2018	7,551	56
164 Main St.	Apr, 2018	8,112	57
164 Main St.	May, 2018	11,362	56
164 Main St.	June, 2018	<u>10,705</u>	<u>56</u>
		<b>9,433</b>	<b>56</b>
237 Edgewater St.	Mar, 2018	7,432	58
237 Edgewater St.	May, 2018	11,506	58
237 Edgewater St.	Jun, 2018	11,797	56
237 Edgewater St.	Jul, 2018	10,862	56
237 Edgewater St.	Aug, 2018	<u>11,386</u>	<u>56</u>
		<b>10,597</b>	<b>57</b>

Concerning the use of speed signs, it should be noted that they serve as both a data collection tool and a traffic calming measure (particularly in coordination with the RCMP). A deployment plan is needed to support the efficient ongoing use of the signs for both purposes.

Regarding the crosswalk flags, usage/effectiveness has not been directly tracked but Town staff have observed only limited use by pedestrians, suggesting limited rationale for addition of further locations. In addition to direct use by pedestrians, crosswalk flags at unlit pedestrian crossings can attract motorists' attention, contributing to pedestrian safety. Staff note good cooperation with trustee groups, supporting existing locations.

#### **Financial Analysis:**

No financial impacts are anticipated as a result of the ongoing use of speed signs and crosswalk flags by the Town.

**Links to Strategic Plan:**

Key Strategic Initiatives and Core Activities

**3.1 21<sup>st</sup> Century Infrastructure**

- Provide safe streets and sidewalks

**Recommendation:**

THAT Council direct staff to develop a deployment plan for ongoing use of the Town's speed signs, in consultation with the RCMP.

**Attached for Council Review:**

- Speed Signs Summary Reports (Mar, 2018 – Jan, 2019)

**Respectfully Submitted,**

A handwritten signature in blue ink, appearing to read 'Dylan Heide', with a long horizontal flourish extending to the right.

Dylan Heide  
Town of Mahone Bay CAO

# Statistics Summary Report

Technician Name: administrator

Location: Clearway Street

Report Period: 2018-12-03 to 2018-12-30

Address: 38 Clearway St., Town of Mahone Bay, Nova Scotia, Canada, Total Vehicle Count: 19,407

Speed Limit: 30



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	121	17	38	31 %	7	58	27	7
01-02	76	11	24	32 %	12	48	27	7
02-03	30	4	12	40 %	12	60	29	7
03-04	19	3	3	16 %	7	36	23	6
04-05	14	2	4	29 %	13	38	27	7
05-06	19	3	2	11 %	9	43	22	6
06-07	79	11	7	9 %	6	49	22	6
07-08	299	43	63	21 %	5	55	26	7
08-09	1,582	226	466	29 %	5	54	26	7
09-10	1,484	212	440	30 %	5	54	26	8
10-11	836	119	184	22 %	5	52	26	7
11-12	920	131	190	21 %	5	79	26	7
12-13	1,077	154	244	23 %	5	59	26	7
13-14	1,283	183	294	23 %	5	53	26	7
14-15	1,569	224	401	26 %	7	57	27	7
15-16	1,578	225	414	26 %	5	59	27	7
16-17	1,726	247	463	27 %	5	57	27	7
17-18	1,733	248	444	26 %	6	69	27	7
18-19	1,459	208	357	24 %	5	59	27	7
19-20	1,393	199	344	25 %	5	64	26	7
20-21	737	105	188	26 %	6	60	27	7
21-22	581	83	144	25 %	7	73	27	7
22-23	534	76	120	22 %	5	56	27	7
23-24	258	37	63	24 %	5	50	27	7
	19,407	2,771	4,909	25 %	7	56	26	7

Count by Speed Bins

Speed	Count
0...5	33
5...10	289
10...15	858
15...20	2,322
20...25	5,895
25...30	5,101
30...35	2,212
35...40	1,577
40...45	763
45...50	276
50...55	56
55...60	21
60...65	1
65...70	1
70...75	1
75...80	1
Total:	19,407

# Statistics Summary Report

Technician Name: administrator

Location: Clearway Street

Report Period: 2018-12-31 to 2019-02-03

Address: 38 Clearway St., Town of Mahone Bay, Nova Scotia, Canada, Total Vehicle Count: 22,902

Speed Limit: 30



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	166	24	36	22 %	5	48	25	7
01-02	89	13	28	31 %	6	52	27	8
02-03	35	5	10	29 %	8	49	30	8
03-04	33	5	5	15 %	9	51	26	6
04-05	12	2	2	17 %	16	41	26	6
05-06	26	4	5	19 %	8	33	22	7
06-07	101	14	21	21 %	5	56	24	7
07-08	264	38	55	21 %	5	71	24	7
08-09	2,211	316	697	32 %	5	55	27	8
09-10	1,806	258	519	29 %	5	58	27	8
10-11	936	134	175	19 %	5	54	25	7
11-12	1,025	146	231	23 %	5	59	26	7
12-13	1,114	159	233	21 %	5	58	26	7
13-14	1,382	197	343	25 %	5	53	26	7
14-15	2,128	304	554	26 %	5	66	27	7
15-16	1,965	281	487	25 %	6	62	27	7
16-17	2,131	304	557	26 %	9	57	27	8
17-18	2,154	308	555	26 %	5	62	27	8
18-19	1,789	256	427	24 %	5	66	27	7
19-20	1,072	153	192	18 %	5	63	25	7
20-21	909	130	201	22 %	5	63	26	7
21-22	641	92	133	21 %	6	65	26	7
22-23	668	95	118	18 %	5	62	25	7
23-24	245	35	54	22 %	7	66	26	7
	22,902	3,273	5,638	23 %	6	57	26	7

Count by Speed Bins

Speed	Count
0...5	63
5...10	342
10...15	1,022
15...20	2,574
20...25	6,886
25...30	6,377
30...35	2,504
35...40	1,830
40...45	940
45...50	290
50...55	47
55...60	15
60...65	7
65...70	4
70...75	1
Total:	22,902

# Statistics Summary Report

Technician Name: administrator

Location: Clearway Street

Report Period: 2018-11-05 to 2018-12-03

Address: 38 Clearway St., Town of Mahone Bay, Nova Scotia, Canada, Total Vehicle Count: 20,036

Speed Limit: 30



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	123	18	32	26 %	7	51	28	7
01-02	71	10	28	39 %	5	48	29	8
02-03	32	5	7	22 %	7	48	25	7
03-04	13	2	1	8 %	14	31	24	6
04-05	15	2	1	7 %	7	46	24	6
05-06	24	3	3	13 %	5	50	24	6
06-07	102	15	25	25 %	5	51	26	7
07-08	216	31	82	38 %	5	67	29	8
08-09	1,791	256	599	33 %	5	54	28	8
09-10	1,682	240	545	32 %	5	61	28	8
10-11	946	135	242	26 %	5	61	26	7
11-12	1,105	158	307	28 %	5	60	26	8
12-13	1,100	157	271	25 %	5	59	27	7
13-14	1,293	185	331	26 %	5	56	27	8
14-15	1,578	225	423	27 %	5	54	27	7
15-16	1,540	220	460	30 %	5	67	27	8
16-17	1,759	251	528	30 %	5	72	27	8
17-18	1,789	256	538	30 %	6	62	28	8
18-19	1,667	238	441	26 %	5	63	27	8
19-20	1,170	167	328	28 %	5	61	27	8
20-21	795	114	206	26 %	7	58	28	7
21-22	511	73	146	29 %	5	56	28	8
22-23	508	73	154	30 %	5	55	27	8
23-24	206	29	55	27 %	7	59	28	7
	20,036	2,863	5,753	26 %	6	56	27	7

Count by Speed Bins

Speed	Count
0...5	40
5...10	268
10...15	798
15...20	2,224
20...25	5,613
25...30	5,340
30...35	2,481
35...40	1,849
40...45	1,003
45...50	320
50...55	62
55...60	24
60...65	10
65...70	3
70...75	1
Total:	20,036

# Statistics Summary Report

Technician Name: administrator

Location: Clearway Street

Report Period: 2018-10-04 to 2018-11-05

Address: 38 Clearway St., Town of Mahone Bay, Nova Scotia, Canada, Total Vehicle Count: 25,240

Speed Limit: 30



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	89	13	17	19 %	6	56	24	7
01-02	61	9	12	20 %	6	47	24	7
02-03	60	9	9	15 %	5	58	25	6
03-04	45	6	5	11 %	5	42	23	6
04-05	39	6	4	10 %	5	46	23	6
05-06	119	17	15	13 %	7	59	24	6
06-07	244	35	102	42 %	9	64	30	9
07-08	1,612	230	503	31 %	7	63	28	7
08-09	1,974	282	636	32 %	7	57	28	8
09-10	1,183	169	355	30 %	5	59	27	8
10-11	1,353	193	300	22 %	5	56	26	7
11-12	1,472	210	343	23 %	5	61	26	7
12-13	1,769	253	467	26 %	5	58	26	7
13-14	2,085	298	507	24 %	5	77	26	7
14-15	2,165	309	617	28 %	6	73	27	8
15-16	2,369	338	702	30 %	5	71	27	8
16-17	2,462	352	803	33 %	6	75	28	8
17-18	2,047	292	642	31 %	5	78	28	8
18-19	1,367	195	376	28 %	6	67	27	8
19-20	1,040	149	238	23 %	5	58	26	7
20-21	698	100	176	25 %	7	58	27	8
21-22	555	79	129	23 %	6	54	27	7
22-23	284	41	82	29 %	6	54	28	7
23-24	148	21	40	27 %	7	52	27	7
	25,240	3,606	7,080	25 %	6	60	26	7

Count by Speed Bins

Speed	Count
0...5	46
5...10	373
10...15	1,053
15...20	2,903
20...25	7,124
25...30	6,661
30...35	3,023
35...40	2,333
40...45	1,190
45...50	401
50...55	80
55...60	35
60...65	11
65...70	1
70...75	4
75...80	2
Total:	25,240

# Statistics Summary Report

Technician Name: administrator

Location: Clairmont Street

Report Period: 2018-11-05 to 2018-12-03

Address: 66 Clairmont St., Town of Mahone Bay, NS, Canada, B0J

Total Vehicle Count: 9,079

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	53	8	18	34 %	26	65	47	12
01-02	33	5	7	21 %	15	78	42	11
02-03	26	4	3	12 %	17	67	39	10
03-04	8	1	1	13 %	34	54	42	10
04-05	3	0	0	0 %	18	44	32	9
05-06	8	1	0	0 %	7	35	22	6
06-07	51	7	1	2 %	8	53	33	7
07-08	99	14	6	6 %	9	62	34	10
08-09	140	20	22	16 %	12	63	40	11
09-10	447	64	37	8 %	5	63	38	10
10-11	551	79	59	11 %	7	80	40	10
11-12	683	98	54	8 %	12	72	40	10
12-13	732	105	63	9 %	10	77	40	10
13-14	750	107	51	7 %	5	65	39	10
14-15	684	98	63	9 %	7	65	40	10
15-16	806	115	62	8 %	6	70	40	10
16-17	848	121	64	8 %	6	72	39	10
17-18	924	132	100	11 %	7	77	41	10
18-19	774	111	85	11 %	10	73	41	10
19-20	540	77	70	13 %	10	84	42	10
20-21	351	50	44	13 %	13	85	42	10
21-22	243	35	26	11 %	21	65	41	10
22-23	225	32	17	8 %	13	72	40	10
23-24	100	14	20	20 %	10	70	44	11
	9,079	1,298	873	11 %	12	67	39	10

Count by Speed Bins

Speed	Count
0...5	4
5...10	38
10...15	109
15...20	154
20...25	305
25...30	627
30...35	1,174
35...40	2,128
40...45	2,223
45...50	1,444
50...55	533
55...60	224
60...65	72
65...70	24
70...75	12
75...80	5
80...85	3
Total:	9,079



# Statistics Summary Report

Technician Name: administrator

Location: Clairmont Street

Report Period: 2018-10-01 to 2018-11-05

Address: 66 Clairmont St., Town of Mahone Bay, NS, Canada, B0J

Total Vehicle Count: 14,205

Speed Limit: 30 - 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	57	8	9	16 %	7	63	39	9
01-02	55	8	4	7 %	7	56	38	9
02-03	67	10	1	1 %	7	66	27	5
03-04	91	13	1	1 %	5	53	27	5
04-05	19	3	0	0 %	6	42	27	6
05-06	34	5	6	18 %	6	52	31	8
06-07	111	16	33	30 %	20	69	38	11
07-08	512	73	121	24 %	5	102	37	9
08-09	832	119	175	21 %	5	68	36	10
09-10	777	111	110	14 %	5	72	39	10
10-11	892	127	93	10 %	5	72	39	10
11-12	990	141	94	9 %	5	71	38	10
12-13	1,184	169	118	10 %	5	64	38	10
13-14	1,131	162	115	10 %	5	63	37	10
14-15	1,247	178	148	12 %	7	75	38	10
15-16	1,243	178	169	14 %	5	79	38	10
16-17	1,307	187	254	19 %	6	79	39	10
17-18	1,334	191	229	17 %	6	68	40	10
18-19	885	126	144	16 %	13	93	40	10
19-20	561	80	80	14 %	10	75	39	10
20-21	363	52	65	18 %	13	86	40	10
21-22	305	44	63	21 %	15	84	40	10
22-23	144	21	41	28 %	12	84	41	11
23-24	64	9	13	20 %	10	60	40	11
	14,205	2,031	2,086	15 %	8	71	37	9

Count by Speed Bins

Speed	Count
0...5	13
5...10	126
10...15	278
15...20	483
20...25	1,050
25...30	1,476
30...35	1,736
35...40	3,027
40...45	2,932
45...50	1,913
50...55	717
55...60	310
60...65	94
65...70	26
70...75	12
75...80	6
80...85	3
85...90	1
90...95	1
95...100	0
100...105	1
Total:	14,205

# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-09-24 to 2018-10-04

Address: 836 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 4,471

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	7	1	3	43 %	9	61	49	13
01-02	5	1	0	0 %	9	39	28	8
02-03	9	1	3	33 %	40	58	47	12
03-04	4	1	0	0 %	7	47	26	8
04-05	6	1	0	0 %	7	47	38	10
05-06	10	1	0	0 %	5	50	37	10
06-07	36	5	9	25 %	22	64	42	11
07-08	84	12	20	24 %	17	100	45	12
08-09	217	31	28	13 %	5	64	41	10
09-10	252	36	19	8 %	11	65	39	10
10-11	327	47	26	8 %	11	62	39	10
11-12	364	52	22	6 %	10	89	37	10
12-13	388	55	27	7 %	7	71	37	10
13-14	327	47	22	7 %	11	63	37	10
14-15	423	60	22	5 %	6	60	36	10
15-16	413	59	24	6 %	5	61	37	10
16-17	445	64	43	10 %	13	68	39	10
17-18	426	61	55	13 %	7	79	40	10
18-19	261	37	21	8 %	14	65	40	10
19-20	198	28	17	9 %	14	72	40	10
20-21	130	19	14	11 %	5	79	40	10
21-22	84	12	11	13 %	15	64	41	10
22-23	44	6	9	20 %	24	62	43	11
23-24	11	2	4	36 %	30	64	50	11
	4,471	639	399	13 %	13	65	40	10

Count by Speed Bins

Speed	Count
0...5	4
5...10	21
10...15	74
15...20	125
20...25	260
25...30	439
30...35	564
35...40	954
40...45	946
45...50	685
50...55	239
55...60	106
60...65	40
65...70	5
70...75	4
75...80	2
80...85	0
85...90	1
90...95	0
95...100	2
Total:	4,471

# Statistics Summary Report

Technician Name: administrator

Location: 95 Kinburn Street

Report Period: 2018-12-03 to 2018-12-30

Address: 95 Kinburn Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 6,084

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	21	3	6	29 %	22	59	45	12
01-02	8	1	1	13 %	34	60	44	10
02-03	6	1	0	0 %	38	50	44	10
03-04	3	0	1	33 %	41	53	48	11
04-05	3	0	2	67 %	41	58	52	12
05-06	13	2	0	0 %	18	50	30	8
06-07	13	2	2	15 %	10	62	37	10
07-08	63	9	10	16 %	16	64	40	11
08-09	228	33	46	20 %	16	71	45	11
09-10	348	50	72	21 %	11	77	44	11
10-11	477	68	101	21 %	8	72	43	11
11-12	453	65	74	16 %	13	75	41	11
12-13	499	71	110	22 %	14	79	44	11
13-14	553	79	117	21 %	15	74	43	11
14-15	601	86	123	20 %	6	78	43	11
15-16	568	81	112	20 %	10	72	43	11
16-17	599	86	122	20 %	11	74	43	11
17-18	544	78	91	17 %	16	101	44	11
18-19	475	68	90	19 %	13	78	43	11
19-20	215	31	41	19 %	17	78	44	11
20-21	162	23	27	17 %	20	72	42	11
21-22	144	21	28	19 %	16	68	43	11
22-23	64	9	15	23 %	20	79	46	11
23-24	24	3	4	17 %	15	65	41	10
	6,084	870	1,195	20 %	18	70	43	11

Count by Speed Bins

Speed	Count
0...5	0
5...10	6
10...15	16
15...20	71
20...25	187
25...30	357
30...35	537
35...40	989
40...45	1,416
45...50	1,310
50...55	657
55...60	365
60...65	111
65...70	31
70...75	20
75...80	10
80...85	0
85...90	0
90...95	0
95...100	0
100...105	1
Total:	6,084

# Statistics Summary Report

Technician Name: administrator

Location: 95 Kinburn Street

Report Period: 2018-12-31 to 2019-02-02

Address: 95 Kinburn Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 5,260

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	2	0	1	50 %	45	64	55	13
01-02	3	0	2	67 %	46	54	51	11
02-03	2	0	1	50 %	37	53	45	11
03-04	0	0	0	0 %	0	0	0	0
04-05	3	0	2	67 %	33	70	56	14
05-06	14	2	1	7 %	15	52	27	6
06-07	21	3	2	10 %	9	58	34	9
07-08	64	9	6	9 %	8	66	38	10
08-09	165	24	37	22 %	7	70	46	12
09-10	281	40	74	26 %	16	75	45	11
10-11	339	48	71	21 %	16	71	42	11
11-12	398	57	64	16 %	12	72	41	11
12-13	506	72	79	16 %	9	65	42	11
13-14	611	87	110	18 %	13	71	42	11
14-15	617	88	109	18 %	9	73	42	11
15-16	595	85	114	19 %	8	94	43	11
16-17	527	75	96	18 %	8	75	43	11
17-18	462	66	88	19 %	10	115	44	11
18-19	326	47	48	15 %	14	62	43	10
19-20	134	19	27	20 %	23	72	44	11
20-21	89	13	12	13 %	14	73	43	10
21-22	67	10	13	19 %	6	66	41	11
22-23	28	4	8	29 %	22	87	48	12
23-24	6	1	2	33 %	36	66	48	11
	5,260	750	967	24 %	17	68	44	11

Count by Speed Bins

Speed	Count
0...5	0
5...10	18
10...15	45
15...20	82
20...25	169
25...30	319
30...35	470
35...40	969
40...45	1,202
45...50	1,019
50...55	530
55...60	272
60...65	104
65...70	39
70...75	17
75...80	1
80...85	0
85...90	1
90...95	1
95...100	1
100...105	0
105...110	0
110...115	1
Total:	5,260

# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-07-30 to 2018-08-26

Address: 836 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 49,031

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	77	11	48	62 %	33	78	54	13
01-02	58	8	34	59 %	5	71	51	13
02-03	39	6	24	62 %	5	69	54	13
03-04	69	10	47	68 %	37	90	56	13
04-05	306	44	227	74 %	6	86	57	14
05-06	769	110	604	79 %	5	85	55	13
06-07	1,552	222	1,199	77 %	5	84	56	13
07-08	2,199	314	1,497	68 %	5	89	53	13
08-09	2,892	413	1,749	60 %	5	79	51	12
09-10	3,193	456	1,697	53 %	5	79	50	12
10-11	3,364	481	1,620	48 %	5	82	49	12
11-12	3,728	533	1,774	48 %	5	75	49	12
12-13	4,016	574	1,615	40 %	5	79	48	12
13-14	4,318	617	1,664	39 %	5	85	47	12
14-15	4,513	645	1,944	43 %	5	79	48	12
15-16	4,672	667	2,333	50 %	5	96	49	12
16-17	3,777	540	2,075	55 %	5	82	50	12
17-18	2,978	425	1,734	58 %	5	87	51	12
18-19	2,437	348	1,268	52 %	5	83	49	12
19-20	1,960	280	969	49 %	5	92	49	12
20-21	1,022	146	628	61 %	5	78	52	12
21-22	546	78	402	74 %	8	76	54	13
22-23	367	52	264	72 %	6	113	56	13
23-24	179	26	137	77 %	10	84	55	13
	49,031	7,006	25,553	60 %	8	83	52	13

Count by Speed Bins

Speed	Count
0...5	339
5...10	885
10...15	398
15...20	239
20...25	409
25...30	557
30...35	726
35...40	1,943
40...45	5,761
45...50	12,221
50...55	11,493
55...60	9,157
60...65	3,557
65...70	891
70...75	331
75...80	90
80...85	23
85...90	7
90...95	1
95...100	2
100...105	0
105...110	0
110...115	1
Total:	49,031

# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-07-09 to 2018-07-29

Address: 836 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 36,824

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	59	8	36	61 %	16	84	54	14
01-02	38	5	24	63 %	11	66	53	13
02-03	26	4	10	38 %	5	105	48	12
03-04	52	7	32	62 %	5	75	53	13
04-05	331	47	249	75 %	5	86	57	14
05-06	668	95	549	82 %	5	85	57	14
06-07	1,333	190	1,032	77 %	5	86	56	13
07-08	1,715	245	1,251	73 %	5	81	54	13
08-09	2,175	311	1,448	67 %	5	83	53	13
09-10	2,425	346	1,499	62 %	5	86	51	12
10-11	2,648	378	1,563	59 %	5	84	51	12
11-12	2,774	396	1,538	55 %	5	87	50	12
12-13	3,014	431	1,525	51 %	5	83	50	12
13-14	3,091	442	1,518	49 %	5	81	49	12
14-15	3,289	470	1,635	50 %	5	79	49	12
15-16	3,466	495	2,102	61 %	5	83	51	12
16-17	2,797	400	1,704	61 %	5	100	51	12
17-18	2,059	294	1,241	60 %	5	88	51	12
18-19	1,727	247	987	57 %	5	85	50	12
19-20	1,464	209	793	54 %	5	89	50	12
20-21	927	132	542	58 %	5	79	52	12
21-22	443	63	289	65 %	5	86	53	13
22-23	206	29	147	71 %	34	92	56	13
23-24	97	14	58	60 %	6	81	54	13
	36,824	5,258	21,772	61 %	7	85	52	13

Count by Speed Bins

Speed	Count
0...5	219
5...10	604
10...15	230
15...20	159
20...25	240
25...30	292
30...35	408
35...40	1,089
40...45	3,517
45...50	8,294
50...55	8,726
55...60	7,786
60...65	3,578
65...70	1,114
70...75	417
75...80	109
80...85	29
85...90	10
90...95	1
95...100	1
100...105	1
Total:	36,824



# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-08-27 to 2018-09-16

Address: 836 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 32,137

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	42	6	26	62 %	14	86	54	13
01-02	34	5	29	85 %	31	78	57	13
02-03	34	5	23	68 %	41	69	55	13
03-04	38	5	24	63 %	41	71	55	13
04-05	249	36	202	81 %	9	87	59	14
05-06	502	72	421	84 %	5	82	57	14
06-07	1,169	167	880	75 %	5	83	55	13
07-08	1,563	223	1,143	73 %	5	87	54	13
08-09	1,845	264	1,130	61 %	5	79	51	12
09-10	2,157	308	1,156	54 %	5	74	50	12
10-11	2,243	320	1,138	51 %	5	97	49	12
11-12	2,618	374	1,289	49 %	5	82	49	12
12-13	2,894	413	1,299	45 %	5	76	48	12
13-14	2,798	400	1,155	41 %	5	91	47	12
14-15	2,798	400	1,322	47 %	5	81	49	12
15-16	3,191	456	1,739	54 %	5	77	50	12
16-17	2,536	362	1,532	60 %	5	86	51	12
17-18	1,901	272	1,099	58 %	5	79	51	12
18-19	1,629	233	849	52 %	5	80	50	12
19-20	862	123	492	57 %	5	79	51	12
20-21	531	76	348	66 %	5	93	54	13
21-22	257	37	175	68 %	5	93	55	13
22-23	158	23	117	74 %	9	80	57	13
23-24	88	13	49	56 %	7	78	53	13
	32,137	4,593	17,637	62 %	10	82	53	13

Count by Speed Bins

Speed	Count
0...5	240
5...10	575
10...15	228
15...20	120
20...25	260
25...30	326
30...35	412
35...40	1,187
40...45	3,493
45...50	7,659
50...55	7,539
55...60	6,299
60...65	2,695
65...70	740
70...75	261
75...80	75
80...85	15
85...90	7
90...95	4
95...100	2
Total:	32,137

# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-04-02 to 2018-04-29

Address: 164 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 56,789

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	72	10	57	79 %	37	98	60	14
01-02	51	7	40	78 %	40	79	59	14
02-03	87	12	64	74 %	35	87	56	13
03-04	181	26	132	73 %	23	79	56	13
04-05	790	113	628	79 %	7	93	57	14
05-06	1,176	168	907	77 %	36	100	57	13
06-07	2,983	426	2,387	80 %	11	93	57	13
07-08	3,449	493	2,809	81 %	7	85	57	13
08-09	3,549	507	2,853	80 %	5	86	56	13
09-10	3,948	564	3,250	82 %	7	106	57	13
10-11	4,050	579	3,295	81 %	12	88	57	13
11-12	4,324	618	3,602	83 %	5	82	57	13
12-13	4,691	670	3,758	80 %	9	93	57	13
13-14	4,534	648	3,737	82 %	6	82	57	13
14-15	4,791	684	4,007	84 %	6	100	57	13
15-16	4,589	656	3,864	84 %	12	93	57	13
16-17	4,011	573	3,405	85 %	6	93	58	13
17-18	3,145	449	2,593	82 %	10	94	57	13
18-19	2,285	326	1,752	77 %	6	117	56	13
19-20	1,783	255	1,267	71 %	7	109	54	13
20-21	1,214	173	808	67 %	8	90	54	13
21-22	651	93	455	70 %	9	101	55	13
22-23	280	40	201	72 %	35	79	56	13
23-24	155	22	103	66 %	36	104	56	13
	56,789	8,112	45,974	78 %	16	93	57	13

Count by Speed Bins

Speed	Count
0...5	2
5...10	30
10...15	123
15...20	160
20...25	75
25...30	76
30...35	96
35...40	345
40...45	1,771
45...50	8,137
50...55	12,897
55...60	15,926
60...65	10,983
65...70	4,057
70...75	1,673
75...80	338
80...85	64
85...90	17
90...95	10
95...100	4
100...105	2
105...110	2
110...115	0
115...120	1
<b>Total:</b>	<b>56,789</b>

# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-06-04 to 2018-07-06

Address: 164 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 74,926

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	81	12	51	63 %	36	85	55	13
01-02	55	8	36	65 %	36	76	56	13
02-03	137	20	98	72 %	5	82	53	14
03-04	228	33	153	67 %	10	82	56	13
04-05	965	138	798	83 %	10	88	58	14
05-06	1,780	254	1,455	82 %	6	111	58	14
06-07	4,008	573	3,382	84 %	6	124	58	13
07-08	4,546	649	3,695	81 %	7	98	57	13
08-09	4,663	666	3,694	79 %	6	89	56	13
09-10	5,320	760	4,242	80 %	9	92	56	13
10-11	5,375	768	4,335	81 %	12	108	56	13
11-12	5,719	817	4,613	81 %	8	88	56	13
12-13	5,944	849	4,606	77 %	5	101	56	13
13-14	5,692	813	4,524	79 %	5	83	56	13
14-15	6,089	870	4,898	80 %	5	96	56	13
15-16	5,910	844	4,933	83 %	10	97	57	13
16-17	5,164	738	4,254	82 %	8	84	57	13
17-18	3,974	568	3,166	80 %	12	87	56	13
18-19	3,152	450	2,389	76 %	7	94	56	13
19-20	2,642	377	2,009	76 %	5	93	56	13
20-21	1,830	261	1,177	64 %	6	99	54	13
21-22	1,047	150	681	65 %	10	94	54	13
22-23	419	60	289	69 %	38	81	55	13
23-24	186	27	123	66 %	34	84	54	13
	<b>74,926</b>	<b>10,705</b>	<b>59,601</b>	<b>76 %</b>	<b>12</b>	<b>92</b>	<b>56</b>	<b>13</b>

Count by Speed Bins

Speed	Count
0...5	7
5...10	52
10...15	161
15...20	220
20...25	153
25...30	166
30...35	159
35...40	504
40...45	2,623
45...50	11,280
50...55	17,601
55...60	21,329
60...65	13,219
65...70	4,955
70...75	1,948
75...80	405
80...85	95
85...90	29
90...95	10
95...100	6
100...105	1
105...110	1
110...115	1
115...120	0
120...125	1
<b>Total:</b>	<b>74,926</b>

# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-02-27 to 2018-03-28

Address: 164 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 52,848

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	120	17	78	65 %	27	83	55	13
01-02	50	7	30	60 %	33	78	53	13
02-03	74	11	52	70 %	38	83	58	13
03-04	156	22	119	76 %	22	104	55	13
04-05	602	86	426	71 %	31	103	55	14
05-06	1,009	144	740	73 %	8	95	56	13
06-07	1,867	267	1,410	76 %	31	85	56	13
07-08	2,867	410	2,143	75 %	5	85	56	13
08-09	3,414	488	2,567	75 %	8	86	56	13
09-10	3,954	565	3,031	77 %	5	86	56	13
10-11	3,528	504	2,815	80 %	10	98	56	13
11-12	3,716	531	2,987	80 %	5	86	56	13
12-13	4,900	700	3,867	79 %	6	86	56	13
13-14	3,659	523	2,876	79 %	5	82	56	13
14-15	4,406	629	3,507	80 %	5	83	57	13
15-16	4,946	707	3,978	80 %	5	86	57	13
16-17	3,534	505	2,879	81 %	11	91	57	13
17-18	3,174	453	2,494	79 %	7	105	57	13
18-19	2,378	340	1,755	74 %	7	93	56	13
19-20	1,788	255	1,171	65 %	7	89	54	13
20-21	1,195	171	833	70 %	5	88	55	13
21-22	819	117	545	67 %	16	85	55	13
22-23	460	66	304	66 %	6	107	55	13
23-24	232	33	166	72 %	14	86	55	13
	52,848	7,551	40,773	74 %	13	90	56	13

Count by Speed Bins

Speed	Count
0...5	10
5...10	47
10...15	143
15...20	137
20...25	80
25...30	125
30...35	217
35...40	646
40...45	2,324
45...50	8,346
50...55	11,954
55...60	13,975
60...65	9,515
65...70	3,558
70...75	1,356
75...80	308
80...85	64
85...90	28
90...95	6
95...100	4
100...105	4
105...110	1
Total:	52,848



# Statistics Summary Report

Technician Name: administrator

Location: Main Street

Report Period: 2018-04-30 to 2018-06-03

Address: 164 Main Street, Mahone Bay, NS, Canada, B0J 2E0

Total Vehicle Count: 79,526

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	89	13	57	64 %	24	75	54	13
01-02	63	9	38	60 %	18	99	55	13
02-03	130	19	103	79 %	13	88	54	13
03-04	289	41	206	71 %	31	77	55	13
04-05	1,079	154	875	81 %	27	104	59	14
05-06	1,758	251	1,423	81 %	14	115	58	14
06-07	4,242	606	3,513	83 %	7	88	58	13
07-08	4,794	685	3,840	80 %	8	107	57	13
08-09	5,031	719	3,905	78 %	6	84	56	13
09-10	5,429	776	4,396	81 %	6	84	57	13
10-11	5,664	809	4,612	81 %	7	96	57	13
11-12	6,023	860	4,884	81 %	7	87	57	13
12-13	6,409	916	4,938	77 %	6	86	56	13
13-14	6,452	922	5,198	81 %	10	89	56	13
14-15	6,506	929	5,232	80 %	5	98	56	13
15-16	6,256	894	5,258	84 %	7	87	57	13
16-17	5,608	801	4,646	83 %	5	99	57	13
17-18	4,303	615	3,414	79 %	7	112	57	13
18-19	3,376	482	2,604	77 %	5	89	56	13
19-20	2,735	391	1,971	72 %	6	104	55	13
20-21	1,799	257	1,135	63 %	7	104	53	12
21-22	911	130	596	65 %	16	89	54	13
22-23	377	54	261	69 %	22	82	55	13
23-24	203	29	139	68 %	40	101	57	14
	<b>79,526</b>	<b>11,362</b>	<b>63,244</b>	<b>76 %</b>	<b>13</b>	<b>94</b>	<b>56</b>	<b>13</b>

Count by Speed Bins

Speed	Count
0...5	4
5...10	47
10...15	171
15...20	252
20...25	169
25...30	143
30...35	170
35...40	573
40...45	2,833
45...50	11,920
50...55	18,509
55...60	22,446
60...65	14,368
65...70	5,413
70...75	1,962
75...80	423
80...85	74
85...90	32
90...95	3
95...100	7
100...105	4
105...110	1
110...115	2
<b>Total:</b>	<b>79,526</b>

# Statistics Summary Report

Technician Name: administrator

Location: Edgewater Street

Report Period: 2018-07-30 to 2018-08-26

Address: #237 Edgewater Street, Town of Mahone Bay, NS, Canada,

Total Vehicle Count: 79,706

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	109	16	80	73 %	9	101	59	16
01-02	94	13	78	83 %	22	101	63	16
02-03	154	22	137	89 %	9	93	68	16
03-04	231	33	196	85 %	19	93	64	16
04-05	790	113	621	79 %	5	103	60	15
05-06	1,896	271	1,541	81 %	5	116	61	15
06-07	3,206	458	2,420	75 %	6	96	59	15
07-08	3,929	561	2,733	70 %	5	101	57	15
08-09	4,092	585	2,669	65 %	5	93	54	14
09-10	4,780	683	2,977	62 %	5	97	53	14
10-11	5,525	789	3,221	58 %	5	88	52	13
11-12	7,059	1,008	3,687	52 %	5	99	49	13
12-13	7,531	1,076	3,786	50 %	5	100	49	13
13-14	6,666	952	3,667	55 %	5	106	51	13
14-15	6,219	888	3,547	57 %	5	93	52	13
15-16	6,168	881	3,878	63 %	5	93	53	14
16-17	5,833	833	3,831	66 %	5	96	55	14
17-18	5,042	720	3,251	64 %	5	97	54	14
18-19	4,035	576	2,515	62 %	5	98	53	14
19-20	2,770	396	1,699	61 %	5	97	52	14
20-21	1,818	260	1,237	68 %	5	101	55	14
21-22	1,023	146	739	72 %	5	97	56	15
22-23	487	70	377	77 %	5	109	58	15
23-24	249	36	190	76 %	5	129	59	15
	<b>79,706</b>	<b>11,386</b>	<b>49,077</b>	<b>68 %</b>	<b>7</b>	<b>100</b>	<b>56</b>	<b>14</b>

## Count by Speed Bins

Speed	Count
0...5	243
5...10	1,094
10...15	1,111
15...20	793
20...25	1,010
25...30	1,729
30...35	2,342
35...40	4,451
40...45	6,838
45...50	11,018
50...55	11,167
55...60	12,843
60...65	10,992
65...70	6,376
70...75	4,593
75...80	2,016
80...85	720
85...90	261
90...95	81
95...100	18
100...105	5
105...110	2
110...115	1
115...120	1
120...125	0
125...130	1
Total:	79,706

# Statistics Summary Report

Technician Name: administrator

Location: Edgewater Street

Report Period: 2018-06-04 to 2018-07-06

Address: #237 Edgewater Street, Town of Mahone Bay, NS, Canada,

Total Vehicle Count: 82,564

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	154	22	88	57 %	5	95	56	15
01-02	132	19	75	57 %	5	108	58	15
02-03	171	24	151	88 %	6	108	65	16
03-04	331	47	246	74 %	7	97	61	16
04-05	999	143	791	79 %	5	121	62	16
05-06	2,100	300	1,695	81 %	5	96	61	15
06-07	4,164	595	3,102	74 %	5	95	58	15
07-08	4,573	653	3,182	70 %	5	94	57	14
08-09	4,848	693	3,120	64 %	5	104	55	14
09-10	5,380	769	3,425	64 %	5	106	54	14
10-11	5,746	821	3,553	62 %	5	97	53	14
11-12	6,487	927	3,832	59 %	5	91	52	14
12-13	7,125	1,018	4,026	57 %	5	95	51	13
13-14	6,858	980	4,085	60 %	5	101	52	14
14-15	6,897	985	4,271	62 %	5	101	53	14
15-16	6,073	868	4,036	66 %	5	95	55	14
16-17	5,597	800	3,893	70 %	5	96	56	14
17-18	4,768	681	3,222	68 %	5	97	55	14
18-19	3,548	507	2,333	66 %	5	108	55	14
19-20	2,808	401	1,850	66 %	5	108	54	14
20-21	1,958	280	1,362	70 %	5	106	55	14
21-22	1,046	149	756	72 %	5	97	56	15
22-23	544	78	421	77 %	6	99	59	15
23-24	257	37	210	82 %	7	108	62	15
	82,564	11,797	53,725	69 %	5	101	56	15

Count by Speed Bins

Speed	Count
0...5	205
5...10	1,091
10...15	1,015
15...20	696
20...25	837
25...30	1,561
30...35	2,325
35...40	4,244
40...45	6,420
45...50	10,445
50...55	10,897
55...60	13,227
60...65	12,082
65...70	7,700
70...75	5,759
75...80	2,706
80...85	868
85...90	342
90...95	111
95...100	21
100...105	3
105...110	8
110...115	0
115...120	0
120...125	1
<b>Total:</b>	<b>82,564</b>

# Statistics Summary Report

Technician Name: administrator

Location: Edgewater Street

Report Period: 2018-02-26 to 2018-03-28

Address: #237 Edgewater Street, Town of Mahone Bay, NS, Canada,

Total Vehicle Count: 52,036

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	157	22	120	76 %	17	98	60	15
01-02	87	12	57	66 %	7	92	57	16
02-03	107	15	79	74 %	7	95	61	16
03-04	230	33	181	79 %	10	97	63	16
04-05	483	69	371	77 %	9	96	60	15
05-06	983	140	774	79 %	5	108	60	15
06-07	2,033	290	1,516	75 %	5	103	59	15
07-08	2,938	420	2,184	74 %	5	106	59	15
08-09	3,370	481	2,378	71 %	5	94	58	15
09-10	3,825	546	2,553	67 %	5	100	56	14
10-11	3,890	556	2,648	68 %	5	93	56	14
11-12	4,057	580	2,703	67 %	5	94	55	15
12-13	4,322	617	2,882	67 %	5	94	55	14
13-14	4,289	613	2,874	67 %	5	99	56	14
14-15	3,961	566	2,694	68 %	5	99	56	14
15-16	4,007	572	2,826	71 %	5	108	57	15
16-17	3,757	537	2,739	73 %	5	102	58	15
17-18	3,234	462	2,338	72 %	6	98	57	15
18-19	2,432	347	1,662	68 %	5	94	56	14
19-20	1,510	216	1,024	68 %	5	105	55	14
20-21	1,013	145	681	67 %	5	100	56	14
21-22	698	100	500	72 %	6	93	57	14
22-23	399	57	303	76 %	7	115	58	14
23-24	254	36	196	77 %	14	97	60	15
	52,036	7,432	36,283	72 %	7	99	58	15

Count by Speed Bins

Speed	Count
0...5	146
5...10	418
10...15	478
15...20	388
20...25	352
25...30	549
30...35	1,025
35...40	2,243
40...45	4,035
45...50	6,119
50...55	6,513
55...60	8,070
60...65	7,924
65...70	5,591
70...75	4,651
75...80	2,318
80...85	757
85...90	337
90...95	89
95...100	23
100...105	5
105...110	4
110...115	1
Total:	52,036



# Statistics Summary Report

Technician Name: administrator

Location: Edgewater Street

Report Period: 2018-05-03 to 2018-06-03

Address: #237 Edgewater Street, Town of Mahone Bay, NS, Canada,

Total Vehicle Count: 80,532

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	124	18	98	79 %	5	82	58	15
01-02	59	8	50	85 %	27	82	62	15
02-03	158	23	136	86 %	5	105	65	16
03-04	276	39	231	84 %	9	100	65	17
04-05	795	114	625	79 %	5	104	63	16
05-06	1,652	236	1,380	84 %	5	104	63	16
06-07	3,804	543	2,941	77 %	5	100	60	15
07-08	4,781	683	3,421	72 %	5	114	58	15
08-09	4,961	709	3,372	68 %	5	99	56	15
09-10	5,536	791	3,661	66 %	5	99	55	14
10-11	6,038	863	3,915	65 %	5	101	54	14
11-12	6,681	954	4,190	63 %	5	93	54	14
12-13	7,113	1,016	4,190	59 %	5	93	53	14
13-14	6,808	973	4,170	61 %	5	100	53	14
14-15	6,544	935	4,128	63 %	5	93	54	14
15-16	6,169	881	4,110	67 %	5	100	55	14
16-17	5,395	771	3,808	71 %	5	96	56	15
17-18	4,429	633	3,128	71 %	5	96	57	15
18-19	3,429	490	2,353	69 %	5	103	56	14
19-20	2,491	356	1,708	69 %	5	95	55	14
20-21	1,705	244	1,234	72 %	5	103	56	14
21-22	861	123	645	75 %	5	95	58	15
22-23	478	68	375	78 %	6	93	58	15
23-24	245	35	195	80 %	7	134	60	15
	80,532	11,506	54,064	73 %	6	99	58	15

Count by Speed Bins

Speed	Count
0...5	216
5...10	956
10...15	852
15...20	526
20...25	724
25...30	1,594
30...35	2,486
35...40	4,166
40...45	5,664
45...50	9,284
50...55	10,039
55...60	12,523
60...65	11,929
65...70	8,177
70...75	6,565
75...80	3,213
80...85	1,056
85...90	419
90...95	111
95...100	23
100...105	7
105...110	0
110...115	1
115...120	0
120...125	0
125...130	0
130...135	1
<b>Total:</b>	<b>80,532</b>



## Town of Mahone Bay

Staff Report

RE: Town Centennial Update (Program)

March 12, 2019

### General Overview:

The purpose of this staff report is to provide Council with an update and recommendations concerning the development of a program to recognize the Town's 2019 centennial.

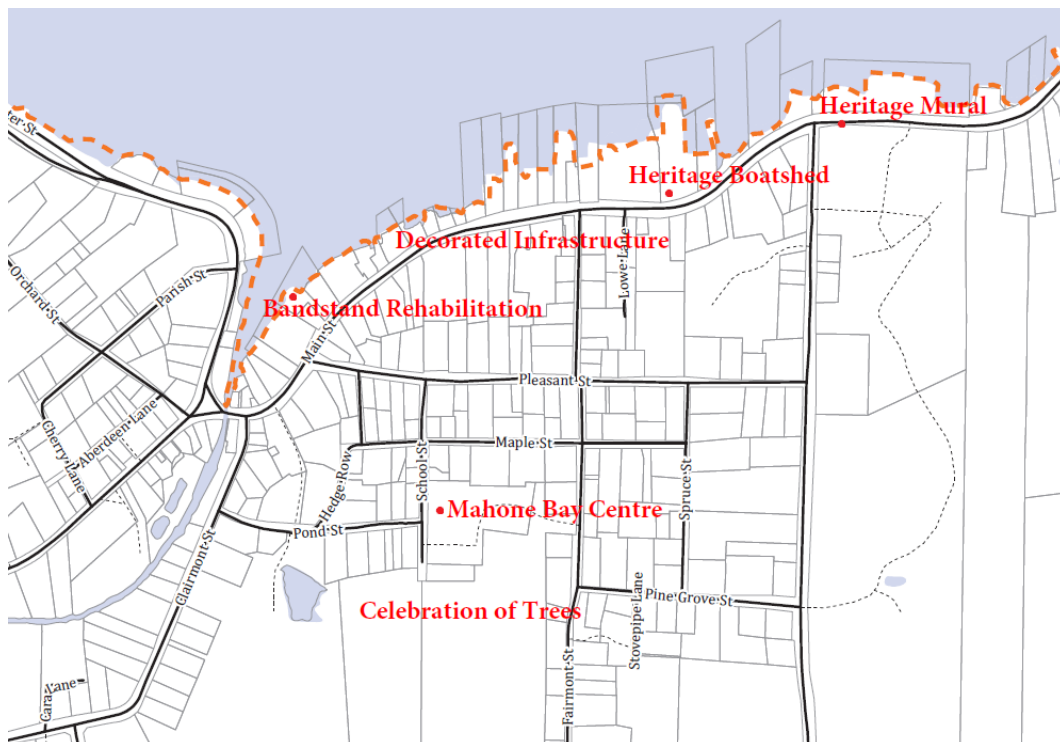
### Background:

On February 12<sup>th</sup> Council considered a staff report regarding the upcoming centennial (attached as Appendix A) and the following direction was given to staff:

THAT Council approve in principle the Centennial Program as presented and direct staff to refine the 2019 Centennial Program for presentation to Council's March 12<sup>th</sup>, 2019 meeting, identify and pursue external funding to support identified projects, and develop detailed recommendations to the Town's 2019-20 budget process.

### Analysis:

Staff have developed a draft 2019-20 centennial calendar (attached as Appendix B to this report) to assist in finalizing the centennial program prior to April 1<sup>st</sup>, 2019. The analysis herein is intended to clarify the draft calendar and provide associated updates to Council. The following map is provided for additional reference:



### **1) Bandstand Rehabilitation**

Tender in progress. Work to begin on confirmation of external funding (anticipated by June); early phases not on site, bandstand likely closed for several weeks in late July / early August. In discussions with local performer(s) re possible summer concert series. On calendar: possible concert series dates June 29/30, July 1, July 6/7, July 13/14, July 20/21, and July 27/28 with reopening concert dates – following completion of rehabilitation work – Sept 7/8 or Sept 14/15.

### **2) Decorated Town Infrastructure (throughout town / downtown commercial area)**

In discussions with local artist(s) – and Public Works – re decoration initiative. It is anticipated that this initiative would begin in early summer and run through the fall (weather permitting). On calendar: possible launch dates May 31 – June 2.

### **3) Heritage Boatbuilding Shed**

Preparing external funding applications. Unveiling be incorporated into the annual Heritage Boatyard Festival as a centennial recognition event. Shed also to be utilized during Father Christmas Festival. On calendar: Heritage Boatyard Festival August 2-4, Father Christmas Festival Nov 29 – Dec 8.

### **4) Heritage Mural**

Preparing external funding applications / discussions with RPS re proposed location. Work on mural to begin on confirmation of funding, completion anticipated by early fall if work begins by June (otherwise a two-year phased approach is possible). On calendar: anticipated project start dates June 24-28, target completion dates Sept 21/22 (for stand-alone event, or recognition event during Scarecrow Festival the following weekend).

### **5) Heritage Signage Rehabilitation**

Refining scope or work for tender. Anticipated completion by late summer. On calendar: none (recognition during another event – possibly Scarecrow Festival – recommended).

### **6) MBC Accessibility Upgrade**

Preparing external funding applications. Work to begin on confirmation of funding. Use of accessible facility for community centennial event anticipated in early fall on completion of work. On calendar: fundraising launch event at MBC Apr 22-26 (Town donation anticipated), proposed centennial event Oct 5/6 (time capsule, incorporating Bayview students, potential for centennial sporting/physical activity event(s)).

### **7) Celebration of Trees (throughout town)**

Preparing external funding applications / concept for proposed apple wassailing / orchard restoration component. Activities planned throughout the year in partnership with Talking Trees Committee. On calendar: launch event (workshop with trees expert(s)) at MBC May 6-11 (exact day TBD), educational event with Bayview students June 17-21 (could incorporate

outdoor / orienteering element), National Tree Day planting ceremony Sept 26, Apple Wassailing Event Mar 5-8 (exact date TBD with partners).

#### **8) Mahone Bay Milestones Book**

Steering committee requires establishment for project to proceed. Could be completed by late fall (potential to combine book launch with one of several planned centennial recognition events in the fall / the centennial New Years Levee). On calendar: confirm committee prior to centennial kick-off event, proposed steering committee meetings Apr 2, Jul 2, Oct 1; proposed launch event Nov 30 (during Father Christmas Festival).

#### **Additional Centennial Projects**

- **Town Flags and other seasonal decorations** – to begin on confirmation of 2019-20 budget; not on calendar.
- **Centennial activities with Bayview School** – throughout year; on calendar combined with Celebration of Trees / MBC Accessibility Upgrade / Municipal Awareness Week.
- **A plaque recognizing the Town's incorporation** – during another recognition event / combined with Time Capsule below or Celebration of Trees above (as a plaque marking a tree planted by the Town as one of the 100 trees initiative); not on calendar.
- **A public celebration for residents in the summer** – content TBD (could interact with concert series referenced under Bandstand above, potential for centennial sporting/physical activity event(s)), potential location – Town field adjacent to MBC; on calendar: July 14-20 (exact day TBD).
- **Municipal Awareness Week centennial features** – on calendar: Nov 18-22.
- **Renewed boundary signage** – to begin on confirmation of 2019-20 budget; not on calendar.
- **Centennial asset management features** – throughout year; not on calendar.
- **Historical features in Mayor's monthly newsletters** – throughout year; not on calendar.
- **A 1919 Mayor's newsletter edition** – proposed for October; on calendar: Oct 25.
- **Centennial Year Levee** – on calendar: Jan 1.
- **A 2119 Time Capsule – at MBC** – see MBC Accessibility Upgrade above.

#### **Other calendar references:**

- Centennial launch event and public release of final centennial program materials Apr 3-6 (exact date TBD as soon as possible).
- Centennial year-end event Mar 27-31 (exact date TBD).

**Note:** calendar currently shows no centennial activities for February 2020.

**Financial Analysis:**

Further recommendations to be provided to Council's 2019-20 budget process.

**Links to Strategic Plan:**

Key Strategic Initiatives and Core Activities

**3.4 Public Engagement**

- Create opportunities for public engagement

**Recommendation:**

THAT Council direct staff to:

- a) Confirm centennial program dates for publicization;
- b) Plan and advertise centennial launch event in the first week of April, 2019.

**Attached for Council Review:**

- Feb 12<sup>th</sup> Staff Report (with appendices)
- Draft 2019-20 Centennial Calendar

**Respectfully Submitted,**



Dylan Heide  
Town of Mahone Bay CAO



## **Town of Mahone Bay**

Staff Report

RE: Town Centennial Update

February 12, 2019

### **General Overview:**

The purpose of this staff report is to provide Council with an update and recommendations concerning the development of a program to recognize the Town's 2019 centennial.

### **Background:**

On January 8<sup>th</sup> Council considered a staff report regarding the upcoming centennial (attached as Appendix A) and the following direction was given to staff:

THAT Council direct staff to conduct a community session concerning recognition of the Town's 2019 centennial on January 22<sup>nd</sup>, 2019 and to report back to Council in this regard at the regular Council meeting on February 12<sup>th</sup>, 2019.

### **Analysis:**

A public session was conducted at the Mahone Bay Fire Hall at 7 PM on January 22<sup>nd</sup>, 2019 which was attended by approximately twenty-three members of the public along with all members of Council. Town staff facilitated a discussion of potential centennial ideas – encompassing both capital projects and events – and significant discussion was generated amongst participants. Feedback from the public session is attached as Appendix B.

To supplement the feedback gathered at the public session, a survey concerning the centennial was launched in the Mayor's January newsletter and on the Town website. Thirteen members of the public completed the survey; a summary of their response is attached as Appendix C.

Reviewing the feedback received, Town staff have identified the following potential centennial projects and activities for recommendation to Council. Only brief descriptions are provided here but staff have received significant input and support from the various community groups and organizations identified with each project, which will be utilized to inform the development of the Centennial Program and to support external funding applications, etc. following Council's direction in this regard. These projects have been identified as being achievable within the centennial year and supported by community groups, volunteers and fundraising. Identified projects represent a good spread in terms of both location and anticipated completion date. Priority has also been given to projects providing a lasting benefit to the community.



## **Centennial Project 1 – Town Bandstand Rehabilitation**



The Town Council has previously identified the rehabilitation of the bandstand as a priority for 2019-20 (it was originally anticipated that work would begin in 2018-19). In conducting the initial RFP for the work in 2018 staff received unsolicited proposals for re-roofing the structure and as a result this has been included in the RFP for 2019-20 as an option. The original budget for this project was \$28,000 however staff recommend a budget of \$60,000 – of which 50% or more is anticipated to come from external sources – to allow for the re-roofing as well as potentially other minor improvements including additional lighting and accessibility upgrades, with Council’s approval. It is anticipated that work on the bandstand will be completed by September of 2019 with potential for a centennial concert to recognize the completion.

## **Centennial Project 2 – Decorated Town Infrastructure**



Participants in the January 22<sup>nd</sup> session proposed the decoration of Town infrastructure – power poles, lift stations, electrical boxes, etc. – potentially via a public competition.

Subsequently the Town has been contacted with offers to assist with organizing such a project. Public Works would be consulted to set parameters for acceptable decoration, ensuring no risk to public safety or to the condition of the infrastructure. It is estimated that this project would require a total budget of less than \$5,000 - scalable based on external funding – and could be undertaken in the early summer of 2019.

### **Centennial Project 3 – Heritage Boatbuilding Shed**



The Heritage Boatyard Co-op proposes transforming a boatbuilding shed at the Mahone Bay Marina. When complete the shed will allow for the construction of small wooden boats using traditional skills and methods. It will also house memorabilia and displays on Mahone Bay's boatbuilding heritage to the benefit of both locals and tourists. It would be incorporated into the annual Heritage Boatyard Festival. The project also commemorates the 150<sup>th</sup> anniversary of the founding of the Ernst Shipyard.

The Co-op anticipates the total project cost at \$38,353 with a current shortfall of \$14,144 after accounting for in-kind labour and fundraising. It is anticipated that the remaining funds can be secured from external sources.



## Centennial Project 4 – Heritage Mural



The Mahone Bay Wooden Boat Society is proposing a mural depicting the Town at the turn of the twentieth century. The historically themed mural could portray a panoramic view of Mahone Bay including landmarks and the heritage of the Town expressed through the shipbuilding and shipyards that existed at that time. The mural could be created on the road side of the RPS Composites building 740 Main Street as this location provides approximately 30,000 square feet of canvas highly visible both from the roadway and to visitors arriving by boat; an agreement with RPS would be required for this location. The Society has had discussions in this regard with Peter Matyas, a local mural painter of some national renown, having attended the Banff School of Fine Arts and the New School of Art in Toronto. The cost is estimated at \$45,000 as much as 80% of which could be obtained from external sources with the remainder potentially supported by local fundraising.

## Centennial Project 5 – Heritage Signage Rehabilitation



The Mahone Bay Founders Society, supported by the Mahone Bay Tourism & Chamber of Commerce, is proposing the rehabilitation of heritage signage originally installed to commemorate the 250<sup>th</sup> anniversary of the founding of Mahone Bay. The three signs are located at the Marina, the Bank of Montreal, and the Visitor Information Centre. The footings for the signs can likely be preserved but the sign boards require replacement. This will also afford the opportunity to enhance the design / to include additional relevant information on the Town's heritage. The cost is estimated at \$20,000 as much as 80% of which could be obtained from external sources with the remainder potentially supported by local fundraising.

#### **Centennial Project 6 – Tower Dedication & Gymnasium Accessibility Upgrade**



The Mahone Bay Centre Society proposes an accessibility upgrade to the gymnasium providing for barrier-free full wheelchair access from the parking lot on School Street. Given the significant public use of the Centre, such an upgrade would provide a lasting benefit to the community. This upgrade would coincide with fundraising activities including the dedication of the Centre's bell tower. The cost of the upgrade is estimated at \$25,000 which could be funded by a combination of external funding and local fundraising; Town support for the Centre's fundraising activities would facilitate the project's completion.

## **Centennial Project 7 – A Centennial Celebration of Trees**



The ad hoc residents' group Talking About Trees proposes a variety of community-wide 'tree projects' designed to engage people of all ages - from children to elders – across the community. The proposal consists of encouraging and incentivizing residents to plant 100 new trees on private property to recognize the centennial, identifying locations on Town property where additional trees may be planted by donation or with external funding support, working with Bayview School to include schoolchildren in plantings, and a Town tree-planting ceremony on National Tree Day (September 25). The proposal is well supported by volunteers and an expert resource – Professor Peter Duinker of Dalhousie University's School for Resource and Environmental Studies – has been identified who could kick-off the project with a talk in Mahone Bay in the spring. It is estimated that this project would require a total budget of less than \$5,000 - scalable based on external funding – and could be undertaken through the summer of 2019.

## **Centennial Project 8 – Mahone Bay Milestones Book**

The Town of Mahone Bay has been approached by long-time resident and local historian/author Bob Sayer with a proposal for a Mahone Bay Milestones book, inspired by discussion at the January 22<sup>nd</sup> session. The proposal is for an attractive coffee-table type book with text and illustrations (maps, pictures, portraits and photos) to celebrate the major events in the history of the Town. It has been requested that Council and staff form a steering committee to provide direction concerning content, choice of printer, sale price, etc., under Council's final authority. The cost of this project would be scalable on the number of copies printed (potentially in lots of 50 or 100) and it is anticipated that costs can be recouped through sales. The book launch could be scheduled later in the centennial year, potentially corresponding to the Father Christmas Festival or the New Years Levee.



## **Additional Centennial Projects**

Additional minor centennial projects identified by Town staff for inclusion in the proposed Centennial Program are as follows:

- Town Flags and other seasonal decorations
- Centennial activities with Bayview School
- A plaque recognizing the Town's incorporation
- A public celebration for residents in the summer
- Municipal Awareness Week centennial features
- Renewed boundary signage
- Centennial asset management features
- Historical features in Mayor's monthly newsletters
- A 1919 Mayor's newsletter edition
- Centennial Year Levee
- A 2119 Time Capsule

It is estimated that these projects would require a total budget of less than \$10,000 - scalable based on external funding – and could be undertaken through the centennial year utilizing existing staff resources.

With Council's approval in principle staff will work with the community organizations and volunteer groups identified herein to: refine the 2019 Centennial Program – with accompanying calendar and map of centennial projects – for presentation to Council's March 12<sup>th</sup>, 2019 meeting, identify and pursue external funding to support identified projects, and develop detailed recommendations to the Town's 2019-20 budget process. Community organizations partnering on the Centennial Program will provide letters of support for other centennial projects and seek opportunities for cross-promotion.

One additional area where Council's direction is required is in the adoption of a centennial theme (or a lack thereof). Such a theme could be utilized in the Centennial Program and various promotional materials relating to the centennial projects identified herein. In consideration of the Town's collaborative approach to the centennial as well as in recognition of the original motivations behind incorporation – residents working collectively to provide for public infrastructure and services desired by the community – staff propose for Council's consideration a centennial theme of "what we can accomplish together" or, alternatively, "together anything is possible."

## **Financial Analysis:**

As outlined above, the estimated cost of the proposed Centennial Program is \$200,000 (a preliminary amount to be refined by the anticipated staff report to Council's March 12<sup>th</sup> meeting). Of this staff anticipate securing approximately \$140,000 from previously identified external sources – see Staff Report re External Funding Sources for 2019-20, Jan 24<sup>th</sup>, 2019 – Federal, Provincial and private with an additional \$30,000 (or more) to be raised by associated community organizations.

The anticipated financial impact of the proposed Centennial Program on the 2019-20 budget is therefore \$30,000, with the Town gaining significantly more than \$30,000 of value in assets as a result (the bandstand project alone represents a \$60,000 value to the Town). No costs would be incurred prior to approval of the 2019-20 budget and confirmation of the Town's budget allocation for the Centennial Program.

Council direction is required regarding the impact of the Centennial Program on the Town's annual Grants to Organizations Program. Staff recommend excluding all projects included in the Town's Centennial Program from eligibility under the Grants to Organizations Program for 2019-20; partner organizations may or may not be permitted to apply for other projects at Council's direction. For fiscal year 2018-19 the Grants to Organizations budget was \$3,000.

## **Links to Strategic Plan:**

Key Strategic Initiatives and Core Activities

### **3.4    *Public Engagement***

- Create opportunities for public engagement

## **Recommendation:**

THAT Council approve in principle the Centennial Program as presented and direct staff to refine the 2019 Centennial Program for presentation to Council's March 12<sup>th</sup>, 2019 meeting, identify and pursue external funding to support identified projects, and develop detailed recommendations to the Town's 2019-20 budget process.



**Attached for Council Review:**

- Jan 8 Staff Report re Town Centennial
- Summary of Jan 22 Public Session
- Summary of Survey Response

**Respectfully Submitted,**

A handwritten signature in blue ink, appearing to read 'Dylan Heide', followed by a long horizontal flourish.

Dylan Heide  
Town of Mahone Bay CAO

# Appendix A



## **Town of Mahone Bay**

Staff Report

RE: Town Centennial

January 8, 2019

### **General Overview:**

The purpose of this report is to update council concerning the Town's 2019 centennial and to make recommendations concerning the Town's approach to recognizing the occasion.

### **Background:**

2019 marks the 100<sup>th</sup> anniversary (centennial) of the incorporation of the Town of Mahone Bay. The Town Council has previously acknowledged a desire to recognize the occasion with operating and/or capital initiatives to benefit Town residents and encourage community pride.

### **Analysis:**

Town staff are proposing a collaborative approach to recognizing the centennial with a focus on connecting with the aspirations of community groups and organizations to carry out community projects and initiatives which could be linked to the centennial. Staff recommend an approach of working with community groups to identify opportunities to partner on such projects – in particular capital legacy projects which will provide a lasting benefit to the community – and to pursue external funding / fundraising. The Town itself also has capital projects which could be considered legacy centennial projects including the restoration of the bandstand. Linking together these Town and community projects and initiatives in a centennial program will enable the promotion of individual festivals, events, dedications and unveilings taking place in 2019 as components of a larger recognition of the occasion.

This approach takes limited staff and budgetary capacity into account while building on the existing efforts and aspirations of community groups and individuals and aiming to provide lasting benefits to community.

A number of community groups have already contacted staff with concepts. To ensure all interested groups and individuals have the opportunity to participate, staff propose a community session in the evening on Tuesday, January 22<sup>nd</sup> at a public and accessible location such as the Mahone Bay Centre or the firehall. Groups which have previously been in communication with staff, along with interested members of the public and groups which may have a potential legacy project which could tie-into the centennial (and associated external funding streams), and Council members would engage in facilitated discussion to arrive at a

proposed list of centennial projects (with associated events) for which a budget could be developed and external funding sought. Town staff would bring this list back to Council's Feb 12<sup>th</sup> meeting for approval.

#### **Financial Analysis:**

Staff would pursue external funding to support the identified community projects and initiatives. Some examples of external funding sources which have been identified include:

**Federal** – Building Communities Through Arts & Heritage Legacy Fund through Canadian Heritage; Trees Canada community tree grants;

**Provincial** – Beautification & Streetscaping Program through Municipal Affairs; Community Facilities Improvement Program through Communities, Culture & Heritage.

Community groups would be expected to raise funds for their initiatives – some have already – but the Town would also be expected to allocate funds in the 2019-20 budget, potentially through the Grants to Organizations structure, or additionally as a special centennial initiative (funds for Town capital projects such as the bandstand would be allocated in the capital budget). It is anticipated that 2019-20 budget recommendations would be included in the February 12<sup>th</sup> staff report.

In relation to the proposed community session on January 22<sup>nd</sup>, minimal costs to advertise in the local newspaper are anticipated (the Town can also utilize free radio promotion opportunities, our website, and the Mayor's January newsletter to promote the session).

#### **Links to Strategic Plan:**

Key Strategic Initiatives and Core Activities

##### **3.4 Public Engagement**

- Create opportunities for public engagement

#### **Recommendation:**

THAT Council direct staff to conduct a community session concerning recognition of the Town's 2019 centennial on January 22<sup>nd</sup>, 2019 and to report back to Council in this regard at the regular Council meeting on February 12<sup>th</sup>, 2019.

#### **Attached for Council Review:**

None

**Respectfully Submitted,**

A handwritten signature in blue ink, appearing to read 'Dylan Heide', followed by a long horizontal flourish.

Dylan Heide  
Town of Mahone Bay CAO



# Appendix B

## Summary of Jan 22<sup>nd</sup> Public Session re Town Centennial 2019-20

The following is a summary of feedback received at the public session held January 22<sup>nd</sup>, 2019, presented for Council's information.

### Attendees who Signed Contact Sheet

Nine members of the public in attendance for the session signed up to support the Town's centennial efforts and provided their contact information for follow-up.

### Facilitator's Notes from Flip Chart

- 100 Trees, May – September (Talking Trees)
- Bandstand, August, lighting? (Town)
- Heritage Signage (Founder's Society)
- 100 Year Plaque Recognizing Council
- Centennial Banners/Flags for 2019 Season
- 100 Year Mural, RPS Front Face (Marina)
- Painted Power Poles/Other Infrastructure
- 100 years of Mahone Bay History
  - Book – Winter 2019/20
- Heritage Boat Shed (Heritage Boatyard Cooperative)
- Mahone Bay Centre Accessibility Upgrades
- Photo Exhibits
- Coats of Arms
- Legion

Participants were also asked to write feedback on sheets provided at each table:

### Table 1 Notes

- Town Party "To Meet Your Neighbours!"
  - Levee in July
  - Mayor's garden party
  - Valentine's love-in 2020

### Table 2 Notes

- Community Pot Luck/Feast
  - Traditional dishes (sausages, sauerkraut, clams)
  - Tie in to the annual community picnic and tree planting
  - Indigenous peoples fully incorporated
- Benches in Jubilee Park
- Public art installation
- Exhibition of photos
  - Permanent exhibition to which tourists are guided
  - tie in to book project
- Signage



### **HELP US CELEBRATE MAHONE BAY!**

On March 31<sup>ST</sup> 2019 the Town of Mahone Bay will begin celebrating its centennial year and we want to hear from you!

If you would like to participate in a discussion concerning potential centennial legacy projects and community celebrations, please join us for a meeting/open discussion:

**When:** 7:00pm on Tuesday, January 22, 2019

**Where:** Mahone Bay Fire Hall, 184 Kinburn Street.

Please contact Town Hall with any questions  
(902) 624-8327 [clerk@townofmahonebay.ca](mailto:clerk@townofmahonebay.ca)

- Along trail
- Memorialize Stations
- Train Crash
- Memorialize Trains
- Sign the Walking Trails
- Welcome to Mahone Bay signs on the trail
- Tracing history and location of electric supply
- Locate boatyards
- Mills
- Tree project
  - Map them
  - Have the map for self-guided tours
  - Edible fruits and nuts
  - Ideal for School involvement
  - Inter-generational – Past is the future
  - Places need shade
  - Involves private property
  - Can dry out wet areas
- Book project
  - Needs a lot of lead time for fine product
  - Integrational – Integrates many aspects
    - Times for release at Father Christmas Festival

### Table 3 Notes

- Plaque – Original Mayor and Councillors
  - Located at Mahone Bay Town Hall
  - Weather protected case
  - On street front or by Town Hall building
- Tour guides – based on 3CF experience in 2018
  - Expand for whole town with Mahone Bay Town Council support (grants)
- Corporate Solicitation: small to medium companies support initiatives based on their business interests in Town, tied to their corporate social enterprise (responsibility)
- Map
  - Paper map with history updated
  - Physical monument?? (too difficult to update for future change)
- Time capsule – to be opened in 100 years (2119)
- Drone video tour – tourism/online stream/narrated
- Mini train/Jitney: Facilitate people, transport from external parking areas to downtown
- Centennial benches – corporate/private donor/sponsors
- Picnic benches, better rest spots around Town

### Table 4 Notes

- Sculpture on Inchcape
  - Boat maybe
- “Named Houses” project

### Table 5 Notes

- Launch the Seawall project
- Wharf upgrades (Associate with history)
- Fence along wharf property to be painted by school students
- New Town Hall (accessible)
- New Fire Hall
- Floating welcome sign at Inchcape Island
- Do "something" to improve the traffic @ war memorial
- Pedestrian Bridge from gazebo across the Ernst Brook
- Coherent signage system throughout Town (like Lunenburg)
- Song/Skits/Show – "Dear Old Mahone"
- Stories/videos from "old timers"
- Each organization have its own display of their own history (fire department/legion, etc)
- Flower baskets on poles (flags too)
- Flags for each festival
- "Then and Now" photo displays of streetscapes
- "100 Dory" races
- Project with Bayview
- Old-fashioned picnic lunch at wharf
- Block parties
- Social media exposure
- Banners across main street
- Lease RPS parking lots on weekends (avoid insurance issue)
- Street dances

### Table 6 Notes

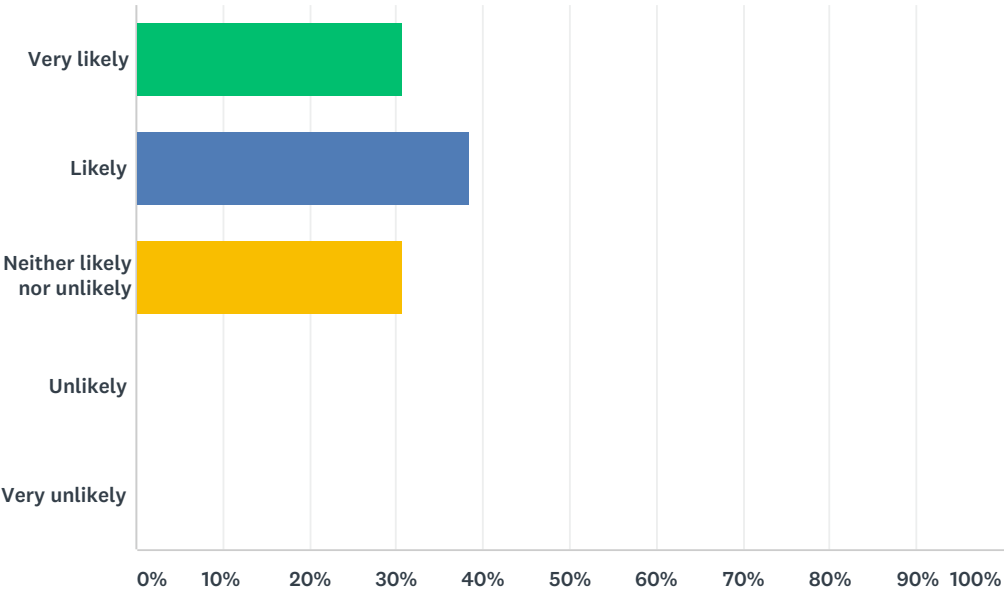
- Light up gazebo
- Roundabout at memorial
- Train through summer weekends, help with parking
- "Great walk" – follow the train route
  - \*look up "Great Walk" Gold River to Tahsis, 62.5 kms, 1<sup>st</sup> Saturday in June
- Larger flag for waterfront pole
- Involve Bayview School
  - Tree planting
  - Mural
  - Park and walk
- Burn the Teaser night
- Traffic free days
  - As with "Santa Claus Express"
  - RPS lot on weekends?
- "Our Town" theatre adaptation for Mahone Bay's 100<sup>th</sup> (MB Centre gym)
- 1919 Picnic (dress up)
- Benches and picnic tables

POTENTIAL PROJECT IDEAS	POTENTIAL EVENT IDEAS
100 Trees	Photo exhibits
Bandstand	Town Party
Heritage signage	Community Potluck
100 year plaque recognizing first Council	Tour guides
Centennial banners/flags	Song/skits/shows – “Our Town”
RPS Mural	Town picnic at wharf
Painted power poles/infrastructure	Block parties
100 Year book – MB history	Street dances
Heritage boat shed	“Great walk”
MB Centre accessibility upgrades	Burn the Teazer
Benches in Jubilee Park	Traffic free days
Public art installation	1919 Dress up picnic
Signage	
Paper map with history on back	
Time Capsule	
Drone video tour	
Mini train	
Benches/rest stops around Town	
Sculpture/welcome sign on Inchcape	
Named houses project	
Seawall project	
Wharf upgrades	
Fence along wharf property	
New accessible Town Hall	
New Fire Hall	
Floating welcome sign – Inchcape	
Improve traffic at war memorial	
Pedestrian bridge across Ernst Brook	
Stories/videos of “old timers”	
Organizations display their history	
Flower baskets on poles	
Dory races	
Roundabout at memorial	
More benches/picnic tables around Town	



Q1 How likely are you to donate time and/or funds to a Mahone Bay Centennial Project?

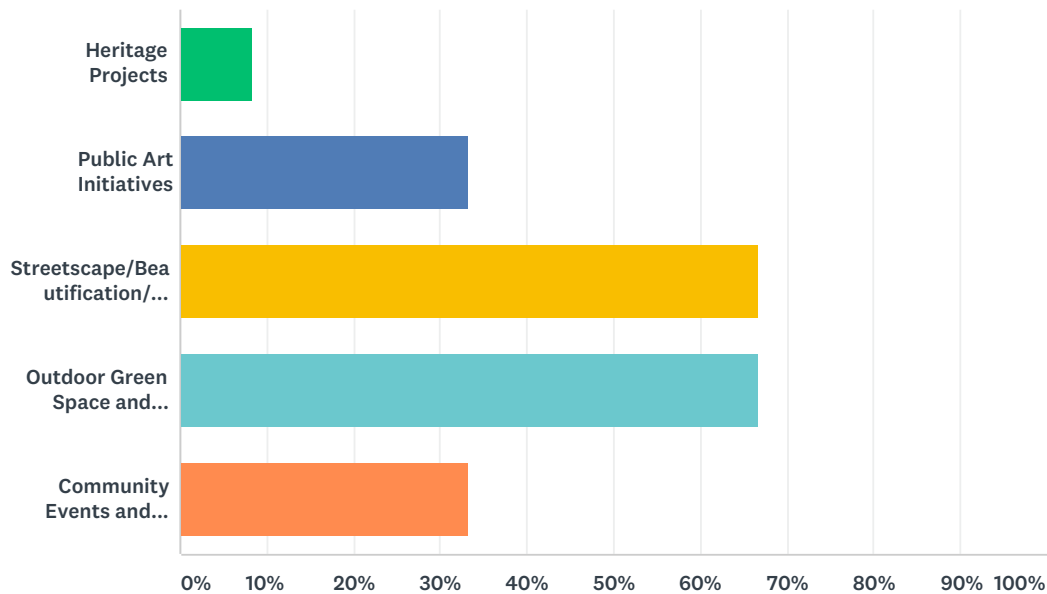
Answered: 13 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very likely	30.77%	4
Likely	38.46%	5
Neither likely nor unlikely	30.77%	4
Unlikely	0.00%	0
Very unlikely	0.00%	0
TOTAL		13

## Q2 In recognition of the Town's centennial in 2019, would you be interested in donating time and/or funds in support of (check all that apply):

Answered: 12 Skipped: 1



ANSWER CHOICES	RESPONSES	
Heritage Projects	8.33%	1
Public Art Initiatives	33.33%	4
Streetscape/Beautification/Improvements	66.67%	8
Outdoor Green Space and Recreation Projects	66.67%	8
Community Events and Festivities	33.33%	4
Total Respondents: 12		

### Q3 Is there a specific project or event that you or your organization would like to see included in the Town's Centennial program? If so, what role would you expect to play?

Answered: 11 Skipped: 2

#	RESPONSES	DATE
1	An outdoor celebration with free activities for the public, including activities aimed at children. A celebration of culture and heritage, both past and present. Perhaps something similar to Liverpool's privateer day event. To make the town look festive, we could borrow a leaf from Lunenburg - they string nautical bunting across the main street during certain festivals and it's a simple thing but makes for a great visual impact. I would attend such an event and our business would be willing to make a small donation. Investing in a community-enhancing project with longer impact would also be nice and does not necessarily need to be expensive - little food libraries and outdoor public art installations are some examples. More resource-intensive projects such as enhancing crosswalk safety or enhancing recreational space/infrastructure as per our Strategic Action Plan are other possible projects which we already know are valued by the Town's citizens and have been repeatedly requested.	1/30/2019 10:46 AM
2	not sure	1/28/2019 8:38 PM
3	Happy to make our ugly power poles disappear into art features.	1/25/2019 4:47 PM
4	The 100 Trees for 100 Years Project. I am an active member of the Talking Trees group here in town.	1/24/2019 9:07 AM
5	Planting 100 Trees: both ceremonial and on private properties. I plan to be part of the committee working on this.	1/23/2019 10:01 PM
6	Event(s) which may be planned by the Three Churches Foundation Board such as a progressive dinner or a historical wedding fashion show/musical presentation	1/23/2019 9:04 PM
7	Large wall mural on the RPS building	1/23/2019 5:43 PM
8	In renovation of the bandstand, please include severe reduction of the shrubbery surrounding the bandstand and make room for benches to be installed along the waterside pathway that surrounds it.	1/23/2019 3:57 PM
9	Trail signage and development. Tree planting and encouragement. I would participate.	1/22/2019 6:30 PM
10	Breaking ground for a new fire hall. I would like to organize voluntary cutting of all bushes if it would save on expenditures.	1/18/2019 11:50 AM
11	n/a	1/17/2019 3:38 PM



# Town of Mahone Bay 2019-20 Centennial Calendar

- Bandstand Rehabilitation
- Decorated Town Infrastructure
- Heritage Boatbuilding Shed
- Heritage Mural

- MBC Accessibility Upgrade
- Celebration of Trees
- Mahone Bay Milestones Book
- Other

# DRAFT

April 2019						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2019						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2019						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2019						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2019						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**Together we can make great things happen!**





The regular meeting of the Planning Advisory Committee for the Town of Mahone Bay was held on Tuesday, March 5, 2019 at 7:00 p.m. in Council Chambers.

**Present:**

Councillor C. O'Neill (Chair)  
Councillor R. Nowe  
R. Johnson  
K. Martell  
J. Biebesheimer  
Planner, G. Sturtevant  
Acting Secretary, K. Redden

**Regrets:**

Deputy Mayor K. Nauss  
C. Barr

**Gallery: 5**

**Agenda**

A motion by Mr. Biebesheimer, seconded by Mr. Johnson, **"THAT the agenda be approved as amended to remove section 2.1."** Motion carried.

**Minutes**

A motion by Mr. Johnson, seconded by Ms. Martell, **"THAT the minutes of the February 5, 2019 Planning Advisory Committee meeting be approved as circulated."** Motion carried.

**Referrals and Presentations**

Lunenburg County Community Alcohol Partnership (LCCAP)  
Francis Kangata of the LCCAP presented to the Committee.

**New Business**

Draft Development Agreement for Mahone Bay Brewing Company (Saltbox Brewery)

Planner Garth Sturtevant informed the Planning Advisory Committee of Council's concerns with current draft of the development agreement.

A motion by Councillor Nowe, seconded by Mr. Biebesheimer, **"THAT the Committee recommends to Council that the draft development agreement with Mahone Bay Brewing Company be amended to allow one static special event date each year on March 17<sup>th</sup> (St. Patrick's Day), on this date the Tap Room can remain open from 8:00am – 1:00am and 5 other special event dates in each year allowing the Tap Room to be open from 10:00am – 1:00 am."** Motion carried.

A motion was made by Mr. Johnson, “THAT the Committee recommend to Council that section 9.3.3 of the Draft Development Agreement be deleted,” which received no seconder.

**Meeting adjourned upon motion at 7:48 p.m.**

**Town of Mahone Bay**

**Town of Mahone Bay**

Acting Town Clerk, Kelly Redden

Chair, Colleen O’Neill



## Final Staff Report – 363 Main Street

<b>Prepared for:</b>	Mahone Bay Town Council		
<b>Meeting Date:</b>	March 12, 2019		
<b>Subject:</b>	Updates and Changes to the Revised Development Agreement for 363 Main Street		
<b>Prepared by:</b>	Garth Sturtevant, Senior Planner	<b>Date:</b>	March 6, 2019

### Current Situation

The Draft Revised Development Agreement (attached) with amendments, was initiated in September 2018. Council directed the request, to permit brewing operations in the existing accessory structure and to permit extended hours of operation for 12 Special Event Dates per calendar year, to the Mahone Bay Planning Advisory Committee for consideration and a recommendation.

Staff prepared a report (attached) to be considered by PAC. The file was considered at the following meetings:

- **Council** - September 27, 2018: application received and directed to the Mahone Bay Planning Advisory Committee (PAC);
- **PAC** - November 6, 2018: consideration of staff report and recommendation to Council;
- **Council** - November 13, 2018: notice of intent, set dates for Public Information Meeting and Public Hearing;
- **Public Information Meeting (PIM)**: November 27, 2019 – several previously unknown issues identified;
- **Council** - December 11, 2018: cancellation of Public Hearing, file directed back to PAC for consideration of issues identified at the PIM;
- **PAC** - February 5, 2019: consideration and recommendation on issues identified at PIM;
- **Council** - February 12, 2018: consideration of PAC recommendation, directs PAC to further consider 12 Special Event Dates and 8:00am opening hours;
- **PAC** - March 5, 2018: changes to Special Event Dates and recommendation to Council.

At the March 5 PAC meeting, the Committee reconsidered the 12 Special Event Dates and the 8:00am opening time. Discussion focused on the disturbance and noise produced by permitting the business to operate extended hours for 12 Special Event Dates. In addition, concerns raised around the potential sale of alcohol at 8:00am on Special Event Dates was discussed. PAC considered several options and ultimately recommended to Council that 5 Special Event Dates be permitted each year, these dates are flexible, and the permitted hours of operation would be 10:00am – 1:00am. In addition, PAC recommended that the Development Agreement identify St. Patrick's Day (March 17<sup>th</sup>) as a static Special Event Date where the

business is permitted to operate from 8:00am – 1:00am. PAC formulated their recommendation into the following motion:

*A motion by Councillor Nowe, seconded by Mr. Biebesheimer, "THAT the Committee recommends to Council that the draft development agreement with Mahone Bay Brewing Company be amended to allow one static special event date each year on March 17th (St. Patrick's Day), on this date the Tap Room can remain open from 8:00am – 1:00am and 5 other special event dates in each year allowing the Tap Room to be open from 10:00am -1:00am."*

*Motion carried.*

Although not part of the motion, PAC also requested that staff look at the wording in Part 9.3.3, specifically the term "broadcast" and whether different language would better describe the intended outcome. It was suggested that stating "no music whether pre-recorded or live shall be allowed...." would be preferable.

The Committee also considered if the Development Agreement should include language to clarify that all amplified noise, in addition to music, should cease at 10:00pm. An example of a comedy show was provided, and it was discussed that the term music would not likely prevent this type of event. The Draft Development Agreement has been altered to implement these changes subject to Council approval.

## Conclusion

If Council is satisfied with the amendments and changes made to the draft Revised Development Agreement, they may give notice of intent to enter into the Development Agreement and select a date for a Public Hearing. Council has already held a Public Information Meeting on this file and an additional Public Information Meeting would be at the discretion of Council.

Factoring in advertising timelines, the earliest date to hold a public hearing is April 4<sup>th</sup>, 2019. However, staff suggest holding the Public Hearing on April 9<sup>th</sup>, in advance of the regularly scheduled Council Meeting. If Council direct staff to host a second Public Information Meeting in advance of the Public Hearing, the timeline would need to be adjusted to accommodate an additional advertisement in the newspaper.

## Options

1. Give Notice of Intent to enter into a Revised Development Agreement with the Mahone Bay Brewing Company, for 363 Main Street, to permit brewing operations in an accessory structure, permit brewing operations at all hours of the day, permit extended hours of operation on March 17<sup>th</sup> (St. Patrick's Day) from 8:00am – 1:00am and permit through application for a Temporary Development Permit, five (5) flexible Special Event Dates with extended hours of operation from 10:00am – 1:00am.
2. Request changes or amendments to the Draft Development Agreement to be brought back to Council;
3. Reject the request to amend the existing Development Agreement.



**MAHONE BAY BREWING COMPANY LTD.**, of the County of Lunenburg in the Province of Nova Scotia, a body corporate having its head office in the Town of Mahone Bay and in the province of Nova Scotia, hereinafter called the “DEVELOPER”

-AND -

OF THE SECOND PART

**AND WHEREAS** a Development Agreement was recorded under document #108871568 and the amending Development Agreement was recorded under document # 1100829323 with regard to the use of the lands described in Schedule “A” and are herein referred to as the Existing Development Agreement as amended;

**AND WHEREAS** the DEVELOPER has requested the ability to expand the area devoted to the light industrial use (brewery) and to remain open beyond the normal Hours of Operation for Special Events dates;

**AND WHEREAS** the Plan attached hereto as Schedule “B” dated 2018-10-24 depicts the layout and project area of the Proposed Development;

**AND WHEREAS** the property described in Schedule “A” is situated in an area which is both designated Commercial (C) on the Land Use Designation Map of the Municipal Planning Strategy and zoned Commercial (C) on the Zoning Map of the Land Use By-law;

**AND WHEREAS** both the EXISTING AGREEMENT as amended shall be discharged and become null and void upon registration of this Development Agreement;

**AND** WHEREAS the Council of the TOWN, by resolution passed at the meeting on the \_\_\_\_ day of \_\_\_\_, A.D. 201\_\_, approved the execution of this DEVELOPMENT AGREEMENT by the Town ;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the foregoing recitals and for other goods and valuable consideration the parties hereto agree as follows:

1. GENERAL REQUIREMENTS AND ADMINISTRATION

- 1.1. The TOWN hereby agrees that a Development Permit may be issued to the DEVELOPER for the Proposed Development subject to the terms and conditions of this Development Agreement;
- 1.2. Nothing in this Agreement shall exempt the DEVELOPER from complying with Federal, Provincial and Municipal laws, by-laws and regulations in force within the TOWN, including the Building By-law, or from obtaining any Federal, Provincial or Municipal license, permission, permit, authority or approval required thereunder including any permission required under the *Fire Prevention Act* and the *Environment Act*.

2. USE OF LAND

Subject to Clause 11 below, the DEVELOPER undertakes to ensure that the use of the lands described in Schedule “A” attached hereto shall be as follows:

- 2.1 The construction, renovations and operation of a micro-brewery including retail, tap room (licensed drinking establishment) and deck in compliance with the following:

	Use:	Square Footage
Main Structure (363 Main Street):	Commercial Retail	200 sq. ft.
	Commercial (Tap Room & Deck)	1467 sq. ft.
	Light Industrial (Brewing)	465 sq. ft.
	Storage & Office Space	No limit, in compliance with Part 2.2
Existing Accessory Structure (16 Clearway Street):	Light Industrial (Brewing), Office or Storage	1300 sq. ft.
New Accessory Structures	Must be accessory to Commercial or Industrial uses	No limit, in compliance with Part 2.2 and 2.4

- 2.2 Limited to a total lot coverage on the lot for all structures which shall not exceed twenty (20) percent of the total lot area;
- 2.3 Expansion of the light industrial use (brewery) or commercial use (retail and tap room) shall require an amendment to this agreement;
- 2.4 Notwithstanding 2.3, expansion of storage and office space that is accessory to the commercial and light industrial uses is permitted without amendment to this agreement. All new structures shall comply with the yard setbacks for accessory structures as outlined in the Land Use By-law and Part 2.2 of this agreement, except that new accessory structures shall be permitted to be built to a maximum height of 21 feet;

3. PERIOD OF CONSTRUCTION

- 3.1 The DEVELOPER undertakes to ensure that the development of the site shall be completed as described in this agreement within twelve (12) months from the effective date of this agreement;’
- 3.2 Construction work on the property shall not begin earlier than 7:00 a.m. and shall not continue past 8:00 p.m.

4. STRUCTURES

The DEVELOPER undertakes to ensure:

4.1 That the structures shown on Schedule “B” represent the existing structures on the lot. The light industrial use (brewery) and commercial uses (retail & tap room) may only operate within the structures indicated on Schedule “B” and must also comply with 2.1;

5. SIGNS

- 5.1. The DEVELOPER undertakes to ensure that all signs on the site shall comply with the Land Use By-law;
- 5.2. Notwithstanding 5.1, illumination of signage will be permitted to provide visibility to the signs after dark. Any illumination shall be of low intensity and low impact and shall be designed and installed so as to reduce or eliminate impact on neighbouring properties;

6. ON-SITE PARKING

- 6.1. That any on-site parking spaces shall be marked or denoted through signage, painted lines or similar methods. For further clarity, all parking locations must be identifiable and easily distinguished from surrounding area and shall be installed in accordance with Part 3.1.
- 6.2. The level of on-site parking required is directly relative to the intensity of the use. Any expansion of the commercial or light industrial use as detailed in Part 2.1 must also include calculations to determine the additional parking requirement required to support the expansion of any use on the site:

Use:	Square Footage	Parking requirements	Number of Spaces Required:
Commercial Retail, Light Industrial (Brewing), Office & Storage	200 sq. ft. + 465 sq. ft. + 813 sq. ft. + 1300 sq. ft. = 2778 sq. ft.	2 per 1000 sq. ft.	6
Licensed Area: (Commercial) Tap Room & Deck	1467 sq. ft.	11 per 1000 sq. ft.	16
TOTAL			22

7. MOBILE VENDORS

The DEVELOPER shall ensure:

- 7.1. That any mobile vendors in operation on the site shall be in full compliance with the Temporary Vendors By-Law of the TOWN;
- 7.2. That the location of any mobile vendors on the site shall not interfere with parking or delivery spaces as indicated on Schedule B.

8. SANITARY SERVICES

The DEVELOPER undertakes to ensure that connections to the municipal sewer system are properly functioning and are satisfactory to the TOWN.

9. OPERATION AND MAINTENANCE

The DEVELOPER undertakes to ensure:

- 9.1 That all structures are maintained in good repair and in a tidy and useable state. This includes exterior finishes of the building, signage and landscaping elements;
- 9.2 That the normal hours of operation for the development shall not exceed:
  - 9.2.1. Brewery – All Hours (Daily)

9.2.2. Retail – 10:00AM to 10:00PM (Daily)

9.2.3. Taproom & Deck – 10:00AM to 10:00PM (Monday through Saturday) and

Taproom & Deck – 12:00PM to 10:00PM (Sunday)

9.3 Notwithstanding Part 9.2, the Developer shall be permitted to operate outside of the regular hours of operation on March 17<sup>th</sup> (St. Patrick's Day). The commercial Taproom & Deck and Retail use may remain open between 8:00AM and 1:00AM of the following day in compliance with 9.4.3.

9.4 Notwithstanding Part 9.2, the Developer shall be permitted to operate outside of the regular hours of operation for a maximum of **five (5)** Special Event dates per calendar year. These Special Event hours of operation allow the commercial tap room and retail use to remain open between 10:00AM and 1:00AM of the following day subject to the following:

9.4.1. Special Event dates may occur on any calendar date. Each Special Event date shall require a Temporary Development Permit to be issued prior to the Special Event date. The Developer must submit an application to the Development Officer a minimum of fourteen (14) days prior to the date of the Special Event. The application must include the date and name (if any) of the event as well as the anticipated hours of operation;

9.4.2. **A maximum of** two Special Event dates may occur consecutively.

9.4.3. When operating outside the regular hours of operation specified in 9.2, no music **or amplified sounds** of any kind, whether pre-recorded or live shall be **allowed at broadcast from any part of** the site. This provision is effective between 8:00AM and 10:00AM and between 10:00PM and the regular opening hours the following day.

9.5 That deliveries be limited to the hours of: 8:00AM to 8:00PM (Monday through Saturday);

9.6 That the use of the outdoor deck be restricted from broadcasting pre-recorded or live music.

9.7 That the development include provisions for sound insulation where possible and shall not have a negative effect on the surrounding residential character of the neighbourhood.

9.8 That any waste materials produced at the site shall be disposed of in compliance with the TOWN's Solid Waste By-law.

## 10. LANDSCAPING

10.1 The DEVELOPER shall undertake to ensure the implementation of landscaping as shown on Schedule "B" in accordance with Part 3.1;

10.2 Parking and access shall be restricted through the use of landscaping elements at the existing entrance near the intersection of Clearway Street and Main Street. This may take the form of additional planters, post and rope or comparable alternatives.

## 11. FIRE PREVENTION

11.1 The DEVELOPER takes to ensure that all aspects of the development, operation and maintenance of the structures and property is in compliance with the Fire Safety Act of the Province of Nova Scotia.

## 12. LIABILITY

12.1. The DEVELOPER undertakes to indemnify and save harmless the TOWN from any claims, damages, expenses or costs arising out of, or in connection with, or incurred with respect to anything required to be done by the DEVELOPER in accordance with this Agreement.

12.2. The DEVELOPER has submitted documentation regarding the environmental remediation and assessment of the property. Notwithstanding 12.1 the DEVELOPER shall be solely responsible



for any expense, hardship or negative impact associated with the environmental conditions of the site and any impact on private or public property that results from such conditions.

### **13. MINOR ALTERATIONS REQUIRING COUNCIL APPROVAL**

13.1 That all matters in this Agreement not specified in Sub-clause 13.2 below shall not be changed or altered except by amendment to this Agreement in accordance with the relevant statutes; and

13.2 That the following matters are considered Minor Alterations and may be changed or altered without amendment to this Agreement but with the written approval of the Council of the TOWN provided that the Council of the TOWN determines that the changes do not significantly alter the intended effect of this aspects of the agreement:

13.2.1 Revisions, changes or alterations to the site plan Schedule “B” relating to the parking layout or landscaping elements.

### **14. TERMINATION OF AGREEMENT**

14.1 That this Agreement shall be in effect until discharged by resolution of the Council of the TOWN in accordance with the relevant statutes; whereupon the Land Use By-law shall apply to the lands described in Schedule “A”;

14.2 That the Council of the TOWN may discharge this Development Agreement if the development described herein has not been commenced within eighteen (18) months of this Agreement;

14.3 That the Council of the TOWN may discharge this Development Agreement if the use described herein is discontinued for a period of no less than twelve (12) months;

14.4 That the Council of the TOWN retains the option of discharging this development agreement should any fact provided to the TOWN by the DEVELOPER or its agents constitutes a material misrepresentation of the facts upon which this Agreement is based; and

14.5 That the Council of the TOWN may discharge this Agreement if the DEVELOPER breaches any terms of the Agreement.

### **15. APPLICATION OF LAND USE BY-LAW**

15.1. That without restricting the generality of the foregoing any aspect of any development on the property not specified in this agreement is subject to the requirements of the Land Use By-law.’

### **16. EFFECT**

16.1 That, in accordance with Section 229 of the *Municipal Government Act*, this Agreement shall continue to apply to the property until discharged by Council of the TOWN;

16.2 That this Agreement shall enure to the benefit of, and be binding upon the TOWN and its successors and assigns, and shall enure to the benefit of and be binding upon the DEVELOPER, its heirs, executors, administrators, and assigns, the owner or owners from time to time of the property described in Schedule “A”, until discharged by the Council;

16.3 The provisions of this Agreement are severable from one another and the invalidity or unenforceability of one provision shall not affect the validity or enforceability of any other provision.

16.4 That the recording of this Development Agreement shall act as a discharge of the existing Development Agreement as amended which are recorded under documents # 108871568 and # 110829323.

17. OWNERSHIP

- 17.1. The DEVELOPER is the sole owner of the subject property (PID 60375797) as described in Schedule “A”.
- 17.2. The DEVELOPER further certifies that they have full authority to construct and operate the proposed development.

**IN WITNESS WHEREOF** the parties to this Agreement have hereunto set their hands and seals on the day and year first above written.

IN THE PRESENCE OF:

MAHONE BAY BREWING COMPANY LTD.

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

WITNESS

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

WITNESS

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

WITNESS

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

WITNESS

TOWN OF MAHONE BAY

Per: \_\_\_\_\_

DAVID W. DEVENNE, Mayor

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Maureen Hughes, Town Clerk

WITNESS \_\_\_\_\_

PROVINCE OF NOVA SCOTIA  
COUNTY OF LUNENBURG,

**ON THIS** this    day of \_\_\_\_\_, A.D. 2019, before me, the subscriber personally came and appeared \_\_\_\_\_, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that **MAHONE BAY BREWING COMPANY LTD.** thereto signed and delivered the same in h \_\_\_\_\_ presence.

\_\_\_\_\_  
A BARRISTER/COMMISSIONER OF THE  
SUPREME COURT OF NOVA SCOTIA

PROVINCE OF NOVA SCOTIA  
COUNTY OF LUNENBURG,

**ON THIS** this    day of \_\_\_\_\_, A.D. 2019, before me, the subscriber personally came and appeared \_\_\_\_\_, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that the **TOWN OF MAHONE BAY**, duly authorized officers in that regard.

\_\_\_\_\_  
A BARRISTER/COMMISSIONER OF THE  
SUPREME COURT OF NOVA SCOTIA

PROVINCE OF NOVA SCOTIA  
COUNTY OF LUNENBURG,

**ON THIS** this    day of \_\_\_\_\_, A.D. 2019, before me, the subscriber personally came and appeared \_\_\_\_\_, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that the **TOWN OF MAHONE BAY**, one of the parties thereto, duly executed in h \_\_\_\_\_ presence by affixing thereto its corporate seal identified by the signature of David W. Devenne, Mayor and Maureen Hughes, Town Clerk duly authorized officers in that regard.

\_\_\_\_\_  
A BARRISTER/COMMISSIONER OF THE  
SUPREME COURT OF NOVA SCOTIA

DRAFT

**SCHEDULE “A”**  
**PROPERTY DESCRIPTION**

Parcel Description:

All that lot of land situate in the Town of Mahone Bay, in the County of Lunenburg and Province of Nova Scotia which is more particularly bounded and described as follows:

On the North and east by lands formerly of Nathan Keddy Estate, now occupied by Harris E. Lohnes;

On the South by main street or road leading to Bridgewater;

On the West by the street to Clearland usually called the new road, measuring along the said street 290 feet and having a frontage of 100 feet upon the aforementioned main street;

Saving and excepting therefrom the lands conveyed by D. F. Eisenhower Holdings Limited to the Town of Mahone Bay more particularly described in a Deed dated the 31 day of August, 2000 and duly recorded in Bridgewater Registry of Deeds Office in Book 783 at Page 73 under Document Number 1264.

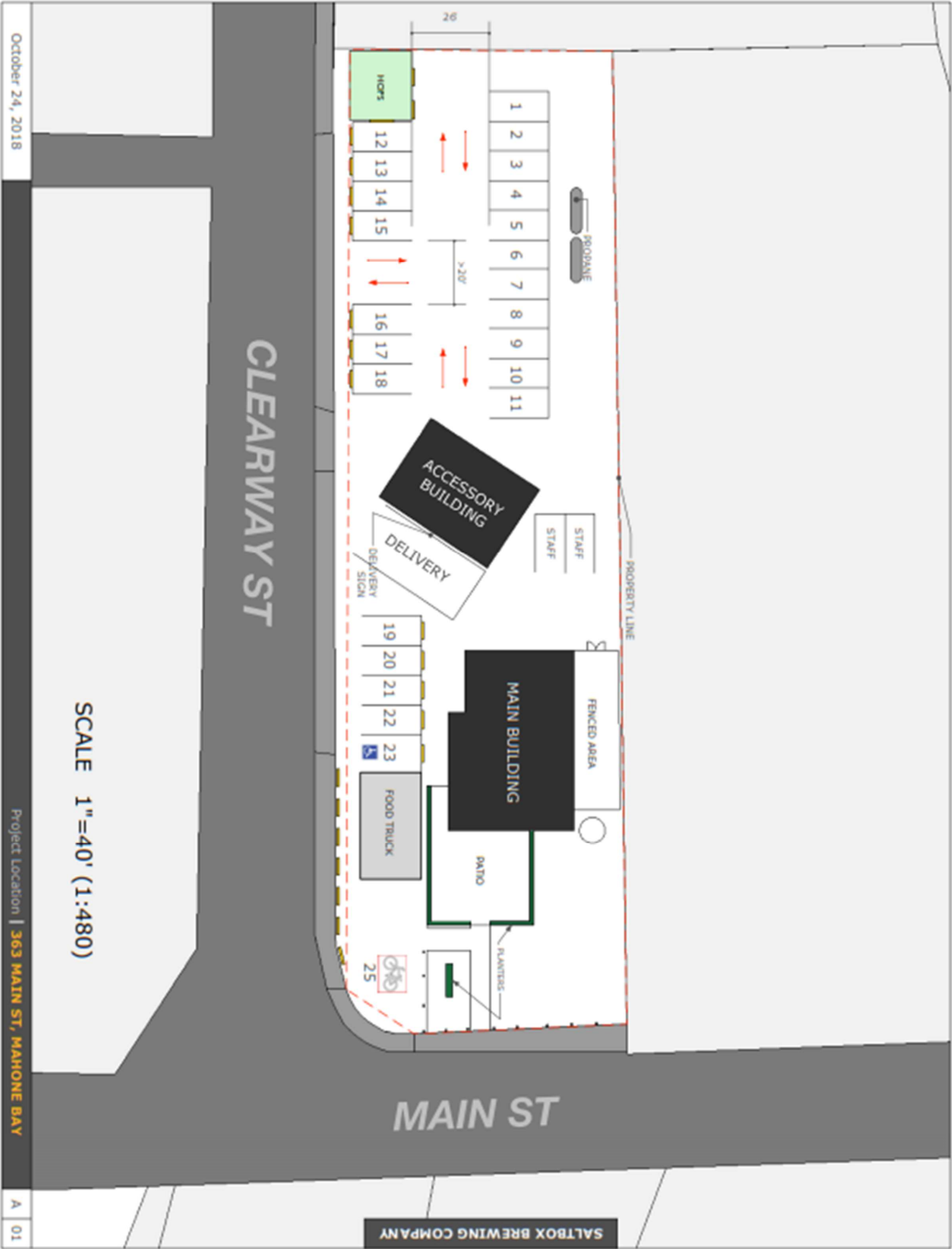
\*\*\* Municipal Government Act, Part IX Compliance \*\*\*

Not Subject To:

The parcel was created by a subdivision that predates subdivision control or planning legislation or by-laws in the municipality and therefore no subdivision approval was required for creation of this parcel.



SCHEDULE “B”  
SITE PLAN





## Staff Report #1

<b>Prepared for:</b>	Planning Advisory Committee		
<b>Meeting Date:</b>	November 6, 2018		
<b>Subject:</b>	Proposed Development Agreement at 363 Main Street to Replace Existing Agreement and Provide for Hours of Operation for Holidays/Special Occasions and to Expand the Area Devoted to Brewing (light industrial use)		
<b>Prepared by:</b>	Garth Sturtevant, Planner	<b>Date:</b>	October 29, 2018
<b>Reviewed by:</b>	Tara Maguire, Director Community Development	<b>Date:</b>	October 31, 2018

<b>APPLICANT</b>	Andrew Tanner, Director – Mahone Bay Brewing Company Ltd.
<b>PROPOSAL</b>	To permit brewing in the accessory structure on the property and to permit twelve Special Event dates when the business may remain open beyond the normal Hours of Operation.
<b>LOCATION</b>	363 Main Street & 16 Clearway Street
<b>LOT SIZE</b>	2640 m <sup>2</sup> (28,420 ft <sup>2</sup> )
<b>DESIGNATION</b>	Commercial
<b>ZONE</b>	Commercial
<b>SURROUNDING USES</b>	Majority single unit residences, commercial retail (NSLC) across Main Street and several low intensity commercial (B&B's) uses along Main Street.
<b>NEIGHBOUR NOTIFICATION</b>	Required

## Recommendation

- Staff support Option 1: "That the Mahone Bay Planning Advisory Committee recommend that Town Council enter into a new Development Agreement with the Developer to replace the Existing Development Agreement currently in effect for PID: 60375797. The new Development Agreement includes

provisions from the Existing Development Agreement as well as; a revised site plan and calculation for on-site parking, provisions to allow brewing in the existing accessory structure and permission to operate outside the Hours of Operation for twelve Special Event dates per year through application for a temporary development permit”;

## Background

The Mahone Bay Brewing Company Ltd. (hereafter referred to as the “Developer”), owners and operators of the Saltbox Brewery, located at 363 Main Street, Mahone Bay are regulated under an existing Development Agreement (file number: MB-DA\_2015-030). This existing Development Agreement came into effect April 20, 2016 and a subsequent Amended Development Agreement came into effect on May 19, 2017. The Amended Development Agreement permits the development and operation of a light industrial use (brewery) within the Commercial zone and was also required to allow a facility licensed under the Liquor Control Act with a floor area greater than 112 m<sup>2</sup>. For the purposes of this report, both the Existing and Amended Development Agreements shall be referred to hereafter as the “Existing Development Agreement”.

In an email submission, received by Town Council on September 27, 2018, the Developer has requested changes to the Existing Development Agreement to allow greater flexibility for the permitted Hours of Operation with the intent to enable the establishment to remain open outside regular hours for up to twelve “Special Event” dates. Additionally, the request seeks to permit the expansion of the light industrial use (brewery) on the site. The Developer is seeking the ability to operate brewing equipment within the existing accessory structure (old car wash) located on the property while maintaining existing brewing capacity within the main structure. While the application letter from the Developer outlines other potential expansion plans, the request at this time is solely for the addition of Special Event dates and expansion of the area devoted to the light industrial use (brewery).

## Consolidation of Existing & Amended Agreements with Current Request

The expansion of floor area devoted to the light industrial use as well as a change to the listed Hours of Operation requires amendment to the Existing Development Agreement. Staff recommend that the current request be consolidated with relevant provisions from the Existing Development Agreement. If approved by Council, the new Development Agreement would replace the two existing agreements in place for the property. Both Existing and Amended Agreements would be discharged at the time the new Development Agreement comes into effect.

## Expansion of the Light Industrial Use (Brewery)

The expansion of brewing area (light industrial use) into the accessory structure has been requested due to the success of the business and the desire to brew small experimental batches of new products. As the Existing Development Agreement only permits storage within the accessory structure, an amendment to the Development Agreement is required before the Developer may operate brewing equipment within this space. The brewing equipment is already housed onsite in the main structure; however, it requires

assembly and connection each time the Developer wishes to utilize it. Once relocated to the accessory structure, there will be space to leave the equipment connected and ready to use. The brewing equipment is to be completely housed within the accessory structure, except for a Keeprite KEH-Line Condensing Fan rated to operate at 60 Hz. This fan will be located on the exterior of the building, facing North and set within an existing indentation in the building (see Figure 1).

The Developer is not currently proposing to install sound mitigation measures for this fan. Policy 4.3.4 within the Planning Strategy states that licensed commercial uses

should include provisions for sound insulation. The development does include provisions for sound insulation for the main structure, is limited in the permitted Hours of Operation and includes provisions to ensure doors and windows remain closed when the business is in operation beyond 10:00 p.m.



Figure 1: Showing the North side of the existing accessory structure and the location of the new condenser fan.

## Special Event dates (Expanded hours of operation)

The request to extend Hours of Operation for twelve Special Event dates also speaks to the growth and success of the existing development. The Developer has requested the ability to operate between 8:00 a.m. and 1:00 a.m. on twelve days per calendar year. This effectively means opening two hours earlier in the morning and remaining open three hours beyond the regular close of business.

The current request is supported by economic policies within the Planning Strategy which encourage small, local businesses and promote year-round commercial occupancy. However, other land use policies require additional measures and considerations be given to developments that have the potential to interfere with the existing character of residential neighbourhoods. Noise which may impact neighbouring residential properties is of concern as the existing development has received some complaints related to equipment noise and music.

The Existing Development Agreement does not permit broadcasting live or recorded music from the deck. This provision is intended to limit the impact and noise pollution on surrounding residential properties. As part of the draft Development Agreement, staff have included language that requires the Developer to keep all doors and windows closed beginning at 10:00 p.m. This provision only applies during the Special Event dates when the business is permitted to remain open beyond 10:00 p.m. Staff note that while not in violation of language within the Existing Development Agreement, the Developer has allowed musical acts to locate themselves and equipment at the edge of the large garage door which allows music to clearly be heard on the deck and beyond. The provision requiring doors remain closed beyond 10:00 p.m. will help to contain noise within the building and satisfy policies concerned with nuisance and noise.

Staff also propose that the Developer must apply for a Temporary Development Permit prior to each Special Event date. The Temporary Development Permit will ensure that the Town is aware in advance of the date. It will also facilitate tracking the number of Special Events to ensure no more than twelve dates are permitted each year. Under the existing Development Agreement, the Developer has requested special permission from Council to operate outside the regular Hours of Operation. Council has granted these requests on a limited basis, with the understanding that the Developer was going to be requesting amendments to the agreement to affect a more permanent solution. Requiring a Temporary Development Permit will eliminate the need for the Developer to apply and appear before Council and will provide Council with a mechanism to formalize regulations for operations on Special Event dates.

## Lot Coverage & Height Relaxation for Accessory Structures

The draft Development Agreement includes new provisions to permit the construction of new accessory structures in compliance with the Land Use By-law, without requiring amendment to this agreement. These structures may only be used for storage or office purposes that are accessory to the light industrial and commercial uses operating on the site. Additional provisions limit the overall lot coverage for the entire lot to a maximum of 20%. This lot coverage is based on visual analysis of surrounding properties within a 30m radius. This analysis found lot coverages for surrounding properties ranging from a



Figure 2: Showing lot coverage of properties within 30m of subject property range between 6.43% and 15.77%.



low of approximately 6.5% to almost 16% (Figure 2). Staff believe that 20% is appropriate to retain existing community character and limit the percentage of the lot that can be occupied by structures. Although 20% is higher than the existing surrounding lot coverages, staff feel this is reasonable given that residential properties are not limited to an overall lot coverage by the Land Use By-law, only accessory structures are limited in their footprint area. It also may be reasonable to permit more development on a Commercially zoned lot. Staff do not believe the 20% lot coverage will limit the development potential of the lot as the Developer is required to maintain a minimum of 22 parking spaces on the lot. A significantly higher lot coverage would create difficulties in retaining sufficient area to provide the required level of parking.

In addition to lot coverage, the draft development agreement also includes a relaxation of regulations relating to the maximum permitted height of accessory structures. The Land Use By-law states that accessory structures are not permitted to exceed the height of the main structure on the lot. In this case, the main structure is a single storey, approximately 16 feet in height and the existing accessory structure on the lot exceeds the height of the main structure by 5 feet. In addition, the existing accessory structure has previously been issued a variance (MB-MV2018-001) to exceed the normally permitted height and add a pitched roof. Staff propose allowing new accessory structures to be built to a maximum height of 21 feet. This is consistent with the existing accessory structure while also providing some flexibility to the Developer given that the main structure is well below the maximum permitted height for main structures within the Land Use By-law of 45 feet.

## Compliance with Existing Development Agreement

In preparing this staff report and draft Development Agreement, planning and development staff visited the site to consider the current request as well as review the Existing Development Agreement for any compliance issues. Staff observed two violations and recommend that these issues be addressed concurrently with the request from the Developer to expand the brewing area and operate Special Event dates.

### 1) **Insufficient Parking:**

The Existing Development Agreement limits the Tap Room and Deck to a total of 32 fixed seats. This is based on the 16 parking spaces required to be maintained on-site. Staff observed significantly more than 32 seats during the site visit. The calculation used for the licensed Tap Room and Deck by the Land Use By-law calls for 3 parking spaces per 100 sq. ft or 1 parking space for every 2 fixed seats. This category of parking requirements is also used for full service restaurants and may not accurately reflect the level of parking required for the tap room. There are a number of possible reasons why less parking may be appropriate for this development, including; the period of each visit, use of designated drivers, car sharing and increased access through active transportation due to connection to sidewalks, trails and the nature of the product (alcohol) which encourages modes of transportation other than vehicular transit.

Staff have researched required levels of parking for craft breweries operating in conjunction with retail and beverage room services in other jurisdictions and propose an alternate calculation for parking (Table 1). Staff believe this new calculation will accommodate the development intensity without unnecessarily restricting development potential on the site. This approach no longer regulates the number of fixed seats provided but instead considers the floor area devoted to each use and the level of parking required to serve the entire development. Any further expansion to the development, with the exception of storage space may require additional parking as calculated in the following table, also included in Part 6 of the draft Development Agreement.

Use:	Square Footage	Parking requirements	Number of Spaces Required:
Commercial Retail, Light Industrial (Brewing), Office & Storage	200 sq. ft. + 465 sq. ft. + 813 sq. ft. + 1300 sq. ft. = 2778 sq. ft.	2 per 1000 sq. ft.	6
Licensed Area: (Commercial) Tap Room & Deck	1467 sq. ft.	11 per 1000 sq. ft.	16
<b>TOTAL</b>			<b>22</b>

Table 1: Proposed parking calculation for each aspect of the development. Future additions would be subject to this calculation.

## 2) **Parking Denotation:**

The second compliance issue relates to provisions in the Existing Development Agreement requiring that each of the 16 parking spaces on-site be denoted through signage, painted lines or other means to clearly distinguish them from the surrounding area. During the site visit, staff noted that there was no mechanism used to distinguish between parking spaces and the surrounding area (Figure 3).



Figure 3: Showing the North end of the property, currently devoted to parking but lacking markings, signage or other methods of denoting each parking space from the surrounding area as required in the existing Development Agreement.

Staff discussed these two compliance issues with the Developer. The draft agreement attached to this report includes language proposing an alternate formula for calculating the required parking. The Developer has also submitted a revised site plan showing a new layout for parking and confirming that each space will be marked through a combination of concrete curbs and signage. Staff would like to note that the Director of Operations for the Town has reviewed the revised parking plan. Concerns were raised related to space 19 being able to access Clearway Street directly. The Director of Operations would prefer that this space is removed or is curbed so that it only accessible from the interior of the parking area from one direction. With these commitments and inclusions in the draft Development Agreement, staff are comfortable that both compliance issues will be resolved.

## Land Use By-law

The following provisions of the Land Use By-law apply:

- **Zone:** Commercial (C)  
Premises licensed under the Liquor Control Act are permitted by right, unless the gross floor area is in excess of 112 m<sup>2</sup> in which case a Development Agreement is required (Section 7.2.4).  
Section 7.2.1(d) (i) stipulates that light industrial uses in accordance with Municipal Planning Strategy Policy 4.3.6 and 4.4.5 are permitted by Development Agreement.
- **Architectural Control Area:** Yes
- **Commercial Development Agreement Area:** Yes, however staff determined this to be the result of a mapping error as applying the Commercial Development Agreement Area provisions to a Commercial Zone property is not in keeping with the intent of the CDAA.
- **Protected Watercourse:** No
- **Commercial Zone Standards:**
  - Front yard setback: 1.5 metres (5 ft.)
  - Rear yard setback: 3 metres (10 ft)
  - Side yard setback: 1.5 metres (5 ft)
  - Height: 14 metres (45 ft)
- **Signs:** Require a development permit unless they are incidental to construction.

## Municipal Planning Strategy Policy Analysis

MPS Policy		Policy Text	Staff Comment
2.1.3	ii)	control land use and development in a manner that will reduce conflicts between incompatible uses and that will not overburden existing services.	<i>The Land Use By-law requires that developments licensed under the Liquor Control Act which exceed 112 m<sup>2</sup> in area to apply and receive a Development Agreement. This process is designed to address and mitigate potential land use conflicts.</i>
2.1.3	iii)	minimize any adverse effects of development and change upon the environment of the Town and on the surrounding countryside.	<i>Provisions within the Existing Development Agreement consider hours of operation, restricting the broadcasting of music, provisions regulating lighting of signs and providing parking on-site. Additional provisions may be requested as part of this expansion request.</i>
2.1.3	v)	Encourage development and employment opportunities in an attempt to stabilize the Town's declining population in order to maintain and enhance its viability as a town and as a community.	<i>This request to expand hours of operation and brewing capacity represents a growing and successful business within the Town.</i>
2.1.3	xii)	Encourage year-round residential and commercial occupancy.	<i>The Saltbox Brewery has operated since its inception as a year-round business and is now seeking capabilities to expand its hours for Special Events and to produce more product in the existing accessory structure on the site.</i>
2.2.6		Map 4, the Land Use Designation map, which is attached to this Planning Strategy is a generalized representation of the intended pattern of future land use in the Town.	<i>The subject property is designated Commercial. The current use combines Commercial retail and Tap Room with a light industrial (brewing) use through a Development Agreement.</i>

MPS Policy	Policy Text	Staff Comment
<b>3.1.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue traffic hazards, result in undue traffic congestion, or unduly interfere with pedestrian movement on Public Streets.	<i>The proposal does not request expansion of seating or customer capacity and is not anticipated to result in additional traffic to the site. A revised parking calculation and plan have been included with the Development Agreement. Concerns were raised regarding space 19 having direct access to Clearway Street.</i>
<b>3.2.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue demands on the water system.	<i>No increase to services is required because of this request.</i>
<b>3.3.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue demands on the sewage collection and treatment system.	<i>No increase to services is required because of this request.</i>
<b>3.7.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue demands on the electric power distribution system.	<i>No increase to services is required because of this request.</i>
<b>3.9.2</b>	To encourage the development of small businesses within the Town and to support the business community within the Town, subject to financial constraints.	<i>This policy is supportive of new and expanding businesses unique to the Town. The Developer represents a small business which originates in the Town.</i>
<b>3.9.3</b>	To encourage the continuation and expansion of appropriate year-round economic activities in the Town.	<i>This policy is supportive of expanding existing successful businesses.</i>



MPS Policy	Policy Text	Staff Comment
<b>3.11.3</b>	Encourage property owners to maintain buildings in a state of good repair and carry out any alterations to them in a manner which enhances the historic character of the Town.	<i>The Existing Development Agreement details landscaping, parking and signage requirements for the site. The Developer has chosen to re-purpose existing structures which preserve the historical commercial use of the property as a service station.</i>
<b>4.3.3</b>	Within the Commercial designation any form of development greater than 280 square metres (3,000 sq. ft.) in footprint may be permitted only by Development Agreement in accordance with Policies 6.4.1 and 6.4.2.	<i>This policy applies to the subject Development.</i>
<b>4.3.4</b>	Within the Commercial designation premises other than restaurants licensed under the Liquor Control Act, outdoor areas associated with these facilities and any additions or expansions of such uses, resulting in an area of 111 sq. metres (1,200 sq. ft.) or greater may be permitted only by Development Agreement in accordance with Policies 6.4.1 and 6.4.2, and the following criteria:	
	a) the proposed use includes provision for sound insulation, location requirements for doors, windows, fire exits and any other architectural features that will reduce the emission of noise or lessen the effect of any other nuisances;	<i>The Existing Development Agreement includes provisions regulating Hours of Operation, broadcasting outdoor music and general terms to avoid creating nuisance. All doors and windows will need to remain closed beyond 10:00pm on Special Event dates.</i>
	b) the proposed use shall not have a negative effect on nearby residential uses due to the hours of operation, the location of premises or the design of the premises.	<i>The proposal requests the ability to remain open beyond the currently permitted Hours of Operation for Special Events dates of up to twelve per calendar year. Staff propose allowing the Special Event date by Temporary Development Permit to assist in tracking and administration as well as to ensure notice in advance of the date.</i>

MPS Policy	Policy Text	Staff Comment
c)	Any site plan agreement shall contain terms regarding the alteration of the license from one form to another.	<i>Not Applicable to Development Agreements.</i>
<b>4.3.6</b>	Land use permitted by right in the Industrial Zone may be considered by Development Agreement within the  Commercial designation in accordance with Policies 6.4.1 and 6.4.2.	<i>This provision allowed the original development to occur. The expansion of total brewing capacity constitutes an expansion of the light industrial use. Policies 6.4.1 and 6.4.2 are considered below.</i>
<b>4.3.19</b>	control, in areas with any commercial designation the activities carried out in yards abutting other designations in order to reduce the potential conflict between uses.	<i>The current request does not include expansion of any structures or buildings, existing yard setbacks will be maintained. New accessory structures are permitted in accordance with the Development Agreement but subject to yard setbacks for Accessory Structures as outlined within the Land Use By-law.</i>
<b>4.5.1</b>	when considering Development Agreements, to have regard for the architectural character of any proposed new building, addition, or alteration, in comparison with the established architectural character of pre-1919 buildings within Mahone Bay in terms of height, bulk, scale, roof shape, relationships of windows and doors and architectural details.	<i>The current request does not include additions, expansion or any new structures. Existing yard setbacks will be maintained.</i>
<b>4.5.3</b>	within the Architectural Control Area, the Land Use By-law shall include special provisions controlling new construction as well as alterations of and additions to existing structures in order to ensure that these developments are compatible with the established character of the area. These special provisions shall control architectural style, building length to width ratio, the appearance of exterior cladding and roofing materials, height, shape, and the size and ratio of windows and doors.	<i>The current request does not include additions, expansion or any new structures. Existing yard setbacks will be maintained. New accessory structures are permitted in accordance with the Development Agreement but subject to yard setbacks for Accessory Structures as outlined within the Land Use By-law.</i>

MPS Policy	Policy Text	Staff Comment
<b>4.11.4</b>	encourage existing businesses to provide off-street parking for their employees.	<i>The developer has indicated the location of several "staff only" parking spaces which will be located on the interior of the lot in addition to the required parking to be maintained for the Tap Room and Deck.</i>
<b>4.11.6</b>	ensure that where developments are permitted by Development Agreement or by site planning that the agreement makes provision for adequate parking to serve the proposal.	<i>The draft Development Agreement includes a table and calculations for the required level of parking to serve the development. Future expansion to the development will require additional parking to be provided to the level noted in the draft Development Agreement.</i>
<b>4.11.9</b>	ensure that when developments are permitted by Development Agreement or through site plans that fencing or other screening of storage areas is adequate to provide for the enhancement and preservation of the character of the area, and for reducing conflicts with the surrounding land uses.	<i>The Existing Development Agreement contains provisions regulating these aspects. No changes are anticipated in relation to the requested expansion of Hours of Operation and additional brewing capacity.</i>
<b>4.11.10</b>	require landscaping in any development subject to a Development Agreement or a site plan, in order to enhance or preserve the character of the area, to provide screening or buffers, or to reduce conflict with surrounding land uses.	<i>The Existing Development Agreement contains provisions regulating these aspects. No changes are anticipated in relation to the requested expansion of Hours of Operation and additional brewing capacity.</i>
<b>4.11.12</b>	control outdoor lighting in any development subject to a Development Agreement or a site plan in order to minimize the impact of the lighting on adjacent properties.	<i>The Existing Development Agreement contains provisions regulating these aspects. No changes are anticipated in relation to the requested expansion of Hours of Operation and additional brewing capacity.</i>

MPS Policy	Policy Text	Staff Comment
<b>4.11.19</b>	to regulate the size, location, and use, including human habitation, of accessory structures, such as but not limited to private storage buildings, throughout the Town.	<i>The Development Agreement includes a provision limiting the site to a maximum 20% lot coverage for all structures. New accessory structures used for storage or office use are permitted subject to requirements of the Land Use by-law.</i>
<b>6.4.1</b>	That when considering amendments to the Land Use By-law, and in considering Development Agreements in addition to all other criteria as set out in the various policies of this Planning Strategy, Council shall be satisfied that:	
	a) the proposal conforms to the intent of the Planning Strategy;	<i>This policy analysis has not found any aspect of the current development or proposed expansion which explicitly contradict the Planning Strategy.</i>
	b) the proposal conforms to the applicable requirements of all Town By-laws; except where the application is for a Development Agreement in which case the Land Use By-law requirements need not be satisfied.	<i>The application is for a Development Agreement; therefore this policy is not applicable.</i>
	c) the proposal is not premature or inappropriate due to:	
	i)	financial ability of the Town to absorb costs related to the development; <i>No negative impacts are anticipated as a result of this proposal.</i>
	ii)	adequacy of Town services, specifically including water supply; <i>No increase to services is required as a result of this request.</i>
	iii)	the adequacy of physical site conditions for on-site services; <i>No negative impacts are anticipated as a result of this proposal.</i>
	iv)	creation or worsening of a pollution problem including soil erosion and siltation; <i>No negative impacts are anticipated as a result of this proposal.</i>

MPS Policy	Policy Text	Staff Comment
	v) adequacy of storm drainage and effects of alteration to drainage pattern including potential for creation of a flooding problem;	<i>No negative impacts are anticipated as a result of this proposal.</i>
	vi) adequacy and proximity of school, recreation, emergency services, and other community facilities;	<i>No negative impacts are anticipated as a result of this proposal.</i>
	vii) adequacy of street networks and site access regarding congestion, traffic hazards, pedestrian safety, and emergency access.	<i>The Director of Operations for the Town has reviewed the revised site plan and has raised concerns with space 19 having direct access to Clearway Street. The DoO supports either removal of space 19 or adding curbing so as to only allow access to the space from the interior of the parking area.</i>
	d) the development site is suitable regarding grades, soils, geological conditions, location of watercourses, flooding, marshes, bogs, swamps, and susceptibility to natural or man-made hazards, including sea level rise.	<i>The proposal does not include expansion of existing structures, new structures or site work.</i>
	e) that the proposal will not significantly alter the existing character, or stability of the surrounding neighbourhood;	<i>The proposal does not include expansion of existing structures, new structures or site work. The Special Event dates have the potential to impact the existing residential character of the neighbourhood, but are mitigated by being limited to 12 days per year and by provisions requiring all doors and windows remain closed beyond 10:00 p.m.</i>
	f) that the proposal will be integrated into the surrounding area by means of good landscaping and sensitive site orientation and with screening provided by means of fences or hedges as required;	<i>The proposal does not include expansion of existing structures, new structures or site work.</i>



MPS Policy	Policy Text	Staff Comment
	g) all other matters of planning concern have been addressed.	<i>No other matters of planning concern have been identified.</i>
<b>6.4.2</b>	When considering zoning changes and Development Agreements Council shall be satisfied that:	
	a) the development shall not generate emissions such as noise, dust, radiation, odours, liquids or light to the air, water, or ground so as to create a recognized health or safety hazard, and that the impact of such emissions on the development potential and value of properties in the vicinity has been minimized;	<i>The existing light industrial use (craft brewery) emits limited odour and noise as a result of the brewing process. There have been some complaints against the existing development relating to equipment noise and music. One new condenser fan is being installed to facilitate brewing in the accessory structure. The fan is being installed within an indentation on the existing structure and will face the parking lot. The Developer is not proposing any additional sound insulation. Additionally, the commercial use (tap room) generates noise and regularly hosts musical guests. The existing agreement restricts the broadcasting of music from the deck, however, language within the draft Development Agreement will require that all doors remain closed beyond the regular hours of operation. This will help to ensure that the requested Special Event dates will have a minimal impact on neighbouring properties.</i>
	b) subject to the physical characteristics of the site, the development shall achieve optimum separation from adjacent properties which are not in a similar use, and screening in the form of fences, vegetation, or berms as appropriate shall be constructed or installed wherever possible in order to minimize impact on the abutting uses;	<i>The proposal does not include additions to existing structures, new structures or site work.</i>

MPS Policy	Policy Text	Staff Comment
c)	it shall be clearly demonstrated by the applicant that the development can be serviced with central or on-site sewer and water and that the disposal of sewage and other effluents as well as the demand on the water source will not have a negative impact on the quality and quantity of the water resources of the area;	<i>The proposal does not include any new brewing equipment, but rather relocating existing equipment. No increase in discharge or demands for water or sewer services are anticipated.</i>
d)	the traffic resulting from the development will neither create undue traffic hazards, traffic congestion, or pedestrian hazards, nor unduly degrade the accustomed environment of existing residential uses;	<p><i>The proposal does not include expansion of existing structures, new structures or site work and is not anticipated to have an effect on existing traffic patterns or generate additional trips to the site.</i></p> <p><i>The Director of Operations for the Town has reviewed the revised site plan and has raised concerns with space 19 having direct access to Clearway Street. The DoO supports either removal of space 19 or adding curbing so as to only allow access to the space from the interior of the parking area.</i></p>
e)	sufficient parking and adequate safe access to parking lots shall be provided for the intended use of the property;	<i>The existing development requires parking at a level of one parking space per two fixed seats. During a site inspection, the development was found to be out of compliance with this provision. The new Development Agreement includes a revised parking formula with calculations for the level of required parking to be provided. The Developer has submitted a revised Site Plan which confirms this level of parking will be provided.</i>

MPS Policy	Policy Text	Staff Comment
f)	all areas intended for vehicular traffic, and any areas used for the open storage of equipment or stock shall be surfaced with stable materials to prevent dust from blowing onto adjacent properties, and shall be designed to allow for adequate drainage, snow removal and snow storage.	<i>The existing development includes a parking area which is covered by adequate material.</i>
g)	that the proposal does not exceed a height of 13.7 metres (45 feet) above the average surface of the ground around the building (exclusive of chimneys, antennae, flagpoles and church spires) except where this grade is below the grade of the adjacent street, in which case Council may consider an increased height which is otherwise in conformance with this Municipal Planning Strategy provided that the proposed building does not exceed:	<i>The proposal does not include additions to existing structures, new structures or site work.</i>
i)	16.7 metres (55 feet) in height and	<i>The proposal does not include additions to existing structures, new structures or site work.</i>
ii)	the height of any main building within 15 metres (50 feet) of it, and iii)	<i>The proposal does not include additions to existing structures, new structures or site work.</i>
iii)	a height of 13.7 metres (45 feet) above the grade of the street.	<i>The proposal does not include additions to existing structures, new structures or site work.</i>
h)	the primary architectural features of the proposal, (including but not limited to bulk, scale, roof shape, building materials, exterior cladding and shape and size and relationship of doors and windows) shall be visually compatible with nearby buildings, as demonstrated by perspective sketches showing the proposal in context with the streetscape.	<i>The proposal does not include additions to existing structures, new structures or site work.</i>

MPS Policy	Policy Text	Staff Comment
i)	that the proposal is compatible with the existing character, or stability of the surrounding neighbourhood	<i>The modest expansion to brewing capacity and limited extension of hours of operation should not adversely affect or alter the existing development and neighbourhood character. Through provisions to address noise beyond 10:00 p.m. and by requiring a Temporary Development Permit for each Special Event date, staff feel the requested expansion is compatible.</i>
j)	Outdoor lighting fixtures, including illuminated signs, shall use the lowest possible intensity consistent with safety, shall use fixtures which eliminate glare and in particular shall not project any glare or direct illumination onto adjacent properties.	<i>The Existing Development Agreement requires lighting be downcast, signage in general is controlled through the Land Use By-law.</i>
k)	any residential building shall be located on a site that is not subject to nuisances or a degraded living environment caused by existing land use activities;	<i>Does not apply to Light Industrial and Commercial uses.</i>
l)	any residential development shall include usable outdoor recreation space that is suitable for erection of playground equipment, or for other active and passive recreational uses	<i>Does not apply to Light Industrial and Commercial uses.</i>
m)	any residential development site shall be landscaped with trees, shrubs, lawns, fences, and hard surfaced walkways, as necessary to create a residential living environment;	<i>Does not apply to Light Industrial and Commercial uses.</i>
n)	no Development Agreement shall be approved until all necessary permits required by Federal, Provincial, and Municipal government agencies have been issued or Council is satisfied that the required permits will be issued;	<i>The existing establishment is licensed by the Province of Nova Scotia through the "Liquor Control Act".</i>

MPS Policy	Policy Text	Staff Comment
o)	where Council determines, on the advice of a qualified person, that there is a significant risk of environmental damage from any proposed development which does not require an assessment under the Environmental Assessment Act, environmental studies shall be carried out by the developer for the purpose of determining the nature and extent of any environmental impact and no agreement shall be approved until Council is satisfied that the proposed development will not create or result in undue environmental damage	<i>The proposal does not request addition to existing structures, new structures or site work. No negative environmental impacts are anticipated.</i>
p)	the provisions of Policies 4.5.1 and 4.5.4 (Heritage Preservation) are satisfied.	<i>The proposal does not request addition to existing structures, new structures or site work.</i>

## Conclusion

Following a thorough review of the current request, a review of compliance with the Development Agreement in effect as well as several topics and issues that have arisen during discussions, staff are comfortable in recommending in favour of proceeding with the draft Development Agreement attached to this report. Language in the draft Development Agreement will permit operation of the business for twelve Special Event dates through application and issuance of a Temporary Development Permit and the expansion of the brewing area into the existing accessory structure. Additionally, a revised Site Plan has been attached to the draft Development Agreement providing additional parking spaces. Language permitting new accessory structures for storage or office use, with a relaxed height limit has been included and does not require amendment to the Development Agreement. Provisions requiring doors and windows to remain closed beyond 10:00 p.m. are intended to limit the impact of the development on the surrounding residential neighbourhood. Additional features such as sound proofing for new outdoor equipment could be requested if the Committee or Council are concerned about the expansion of the brewing area.

## Options

The Committee may make a motion in support of one of the following options:

1. That the Mahone Bay Planning Advisory Committee recommend that Town Council enter into a Development Agreement with the Developer to replace both the Existing and Amended Development Agreements currently in effect for PID: 60375797. The new Development Agreement includes provisions from the existing agreements as well as; a revised site plan and



calculation for on-site parking, provisions to allow brewing in the existing accessory structure and permission to operate outside the Hours of Operation for twelve Special Event dates per year through application for a temporary development permit;

2. That the Mahone Bay Planning Advisory Committee recommend that Town Council NOT enter into an agreement with the Developer for the requested ability to expand brewing activity to the existing accessory structure and to operate outside the normal hours of operation for twelve Special Event dates per year. The Existing Development Agreement will remain in place and current operations may continue;
3. That the Mahone Bay Planning Advisory Committee defer making a recommendation pending changes to the draft Development Agreement or further information that the Committee feels necessary in order to make a recommendation;

**From:** [NSFM Info](#)  
**To:** [Tracy Verbeke](#)  
**Subject:** NSFM'S "MUNICIPAL MATTERS"--March 6, 2019, Edition--Action Required: For Information Purposes  
**Date:** March 6, 2019 5:09:08 PM  
**Attachments:** [image001.png](#)  
[image003.emz](#)  
[image005.emz](#)  
[image007.png](#)  
[image002.png](#)  
[image004.png](#)  
[image006.png](#)

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# MUNICIPAL MATTERS—NSFM'S E-News-Letter

March 6, 2019

## In This Issue:

- [CNSOPB Update: Call for Bids NS18-3 Written Comments Summary](#)
- [Consolidation of the Town of Windsor and Municipality of West Hants](#)
- [FCM Webinar on Barriers for Women in Local Government](#)
- [Housing Survey](#)
- 

## CONFERENCES/LEARNING OPPORTUNITIES

- [Save the Date for Atlantic Asset Management Conference](#)

### [CNSOPB Update: Call for Bids NS18-3 Written Comments Summary](#)

The Canada-Nova Scotia Offshore Petroleum Board (CNSOPB) issued Call for Bids NS18-3, which includes two industry-nominated parcels, on December 10, 2018. The CNSOPB administers the Call for Bids process on behalf of the federal and provincial governments for the Canada-Nova Scotia offshore area. This includes identifying Call for Bids Forecast Areas, selecting yearly Call for Bids parcels, reviewing industry nominations, receiving and reviewing bids, and awarding Exploration Licences (ELs). The issuance of a Call for Bids and the award of ELs are both subject to a federal and provincial Ministerial review and approval process as set out in legislation.

The annual Call for Bids process gives oil and gas companies the opportunity to bid on parcels of Crown land, and, if successful, be awarded an EL. EL holders may apply to the CNSOPB to explore for oil and gas, but no activity can take place without authorization.

As the regulator of the Canada-Nova Scotia offshore, we recognize that in carrying out our regulatory processes, it is important to engage with Indigenous groups and the public. An

opportunity to submit written comments specific to the areas included in Call for Bids NS18-3 was provided from December 10, 2018 to February 8, 2019. These comments have now been uploaded to the Call For Bids website and can be found here: <https://callforbids.ca/written-comments>.

Should you have any questions, please feel free to contact Sadie Toulany by email at: [stoulany@cnsopb.ns.ca](mailto:stoulany@cnsopb.ns.ca) or by phone at: 902-240-3598. [\(Click here to return to top.\)](#)

[Consolidation of the Town of Windsor and Municipality of West Hants](https://www.strongerregion.ca/)  
<https://www.strongerregion.ca/>

This website contains excellent information on the consolidation of the Town of Windsor and the Municipality of West Hants [\(Click here to return to top.\)](#)

### [FCM Webinar on Barriers for Women in Local Government](#)

Toward Parity in Municipal Politics is one of FCMs newest projects focusing on increasing women's participation and diversity in the municipal sector. The project is implemented in partnership with the Provincial and Territorial Municipal Associations, Equal Voice and the Canadian Women's Foundation.

Announced by Minister Monsef on November 5<sup>th</sup>, 2018, [Toward Parity](#) is a 30-month initiative, aimed at addressing some of the systemic barriers faced by women and diverse populations in the municipal sector.

FCM is conducting a variety of consultations with members, stakeholders and champions as a first step in the process. These consultations range from small focus group discussions to wider membership webinars. They will serve to gain insight, a range of perspectives and input on concrete solutions that would inform our national action plan.

NSFM has been actively collaborating with FCM on this file and our members have been invited to attend the Nova Scotia Regional focus group Webinar.

**When:** March 27, 2019, from 10 :30am - noon

**To register:** <https://fcmwebinars.webex.com/fcmwebinars/onstage/g.php?MTID=ecf801d2f734d66340a91ec7310ddd662> [\(Click here to return to top.\)](#)

### [Housing Survey](#)

As part of the National Housing Strategy, Housing Nova Scotia invites municipalities to help shape the Province's new Action Plan. Until March 14, 2019, you are invited to provide your thoughts and opinions through an online survey or by sending a written statement via email at

[HousingNS@novascotia.ca](mailto:HousingNS@novascotia.ca). For municipalities that wish to further discuss their housing challenges, Housing Nova Scotia would be pleased to meet with your municipal council upon request.

Your responses will help Housing Nova Scotia better understand municipal concerns regarding affordable housing and homelessness across the province, as well as identify potential areas of intervention. Completing the online survey should only take 10 minutes of your time.

This consultation is part of our continuous efforts to create vibrant communities and better meet the needs of our citizens through strategic partnerships and collaboration. While we recognize that housing is a provincial responsibility, we believe municipalities can be part of the solution. We welcome the Province's ongoing commitment to meaningful consultation on this important issue.

Please take some time to respond to this survey. Be assured that all answers you provide will be kept in the strictest of confidence. For the benefit of our members, Housing Nova Scotia has agreed to share aggregate results from this survey at our Spring Workshop, in May 2019, in Truro.

If you have any questions about the survey, please contact Mr. Stephan Richard via email at [stephan.richard@novascotia.ca](mailto:stephan.richard@novascotia.ca) or by phone at (902) 424-7099.

Please click on the link below to begin.

<https://surveys.gov.ns.ca/LoginCode.aspx?PageNumber=1&SurveyID=7f119nlK&>

Thank you for your participation. [\(Click here to return to top.\)](#)

### **Save the Date—Atlantic Asset Management Conference—September 5-6, 2019 "PIECING IT ALL TOGETHER: AWARENESS TO IMPLEMENTATION"**

After a successful 2018 Atlantic-wide Asset Management Conference inaugural conference in Moncton, the Atlantic Infrastructure Management Network is excited to be planning the *second Atlantic Asset Management Conference, September 5-6, 2019*, at the beautiful *Sheraton Hotel in St. John's, NL*.

At the conference you can expect insightful and real-life experience and examples of approaches to asset management from municipalities across Atlantic Canada, as well as inspiring keynotes, workshops, provincial and national updates and more.

If you have topics or case studies you would like to see or share, AIM Network want to hear from you! Email the details to [info@aimnetwork.ca](mailto:info@aimnetwork.ca). Watch for a call for presentations

coming soon and check for regular updates on AIM Network's website at [www.aimnetwork.ca](http://www.aimnetwork.ca), where you can also access all the 2018 presentations. [\(Click here to return to top.\)](#)

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**NOVA SCOTIA FEDERATION OF MUNICIPALITIES**

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**PLEASE NOTE:** If you do not want to receive communications from NSFM, please e-mail Tracy Verbeke at [tverbeke@nsfm.ca](mailto:tverbeke@nsfm.ca), and you will be removed from the mailing list.



## TOWN OF MAHONE BAY

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Cheques from 000001 to 017557 dated between 02-01-2019 and 02-28-2019

## CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
017505	02/08/2019	ACE PEST/TERMINIX CANADA	57.50	A/P	OUT-STD	02/08/2019
017506	02/08/2019	ADVOCATE MEDIA	215.62	A/P	OUT-STD	02/08/2019
017507	02/08/2019	AGAT LABORATORIES	188.60	A/P	OUT-STD	02/08/2019
017508	02/08/2019	ATLANTIC PURIFICATION SYSTEMS	323.15	A/P	OUT-STD	02/08/2019
017509	02/08/2019	CUMINGS FIRE & SAFETY	180.13	A/P	OUT-STD	02/08/2019
017510	02/08/2019	DAVID DEVENNE	81.25	A/P	OUT-STD	02/08/2019
017511	02/08/2019	DERRICK MACKENZIE	192.94	A/P	OUT-STD	02/08/2019
017512	02/08/2019	ECO BOX CONTAINERS & STORAGE LTD	5,635.00	A/P	OUT-STD	02/08/2019
017513	02/08/2019	ELMSDALE LANDSCAPING LIMITED	1,911.81	A/P	OUT-STD	02/08/2019
017514	02/08/2019	EMCO CORPORATION	500.25	A/P	OUT-STD	02/08/2019
017515	02/08/2019	G.E.'S ALL TRUCKING	6,434.10	A/P	OUT-STD	02/08/2019
017516	02/08/2019	K&S WINDSOR SALT LTD.	1,938.98	A/P	OUT-STD	02/08/2019
017517	02/08/2019	LMR COMMUNICATIONS LTD	91.63	A/P	OUT-STD	02/08/2019
017518	02/08/2019	LONDON LIFE ASSURANCE COMPANY	3,447.18	A/P	OUT-STD	02/08/2019
017519	02/08/2019	LUNENBURG COUNTY CONDOMINIUM CORPORATION #2:	246.00	A/P	OUT-STD	02/08/2019
017520	02/08/2019	MIDLAND COURIER	45.07	A/P	OUT-STD	02/08/2019
017521	02/08/2019	MUNICIPALITY OF LUNENBURG	255.29	A/P	OUT-STD	02/08/2019
017522	02/08/2019	MUNICIPAL JOINT SERVICES BOARD	13,090.01	A/P	OUT-STD	02/08/2019
017523	02/08/2019	NICK'S INDEPENDENT	32.42	A/P	OUT-STD	02/08/2019
017524	02/08/2019	N. S. BUILDING SUPPLIES	309.07	A/P	OUT-STD	02/08/2019
017525	02/08/2019	PENNY CARVER	98.89	A/P	OUT-STD	02/08/2019
017526	02/08/2019	PRINTERS CORNER	79.35	A/P	OUT-STD	02/08/2019
017527	02/08/2019	REGISTRY OF MOTOR VEHICLES	66.00	A/P	OUT-STD	02/08/2019
017528	02/08/2019	RIVERPORT ELECTRIC LIGHT COMM	3,948.89	A/P	OUT-STD	02/08/2019
017529	02/08/2019	SCOTIA BUSINESS CENTRE LIMITED	531.98	A/P	OUT-STD	02/08/2019
017530	02/08/2019	SCOTIA RECYCLING LTD	92.00	A/P	OUT-STD	02/08/2019
017531	02/08/2019	SILVERS GARAGE (2008) LIMITED	158.63	A/P	OUT-STD	02/08/2019
017532	02/08/2019	SOUTH SHORE REGIONAL CENTRE FOR EDUCATION	33,348.00	A/P	OUT-STD	02/08/2019
017533	02/08/2019	SOUTH SHORE REGIONAL HOSPITAL	600.00	A/P	OUT-STD	02/08/2019
017534	02/08/2019	SURE COURIER SERVICES	100.19	A/P	OUT-STD	02/08/2019
017535	02/08/2019	TOWN OF MAHONE BAY	9,258.00	A/P	OUT-STD	02/08/2019
017536	02/08/2019	VILLAGE LOCKSMITH CO. LTD	73.60	A/P	OUT-STD	02/08/2019
017537	02/21/2019	ACKLANDS - GRAINGER INC.	441.90	A/P	OUT-STD	02/21/2019
017538	02/21/2019	ARTHUR R. HAMM	446.20	A/P	OUT-STD	02/21/2019
017539	02/21/2019	DELOITTE MANAGEMENT SERVICES LP	6,152.50	A/P	OUT-STD	02/21/2019
017540	02/21/2019	DYLAN HEIDE	261.02	A/P	OUT-STD	02/21/2019
017541	02/21/2019	ELMSDALE LANDSCAPING LIMITED	953.35	A/P	OUT-STD	02/21/2019
017542	02/21/2019	K&S WINDSOR SALT LTD.	3,898.20	A/P	OUT-STD	02/21/2019
017543	02/21/2019	KONICA MINOLTA	825.90	A/P	OUT-STD	02/21/2019
017544	02/21/2019	KVM CONSULTANTS	4,568.38	A/P	OUT-STD	02/21/2019
017545	02/21/2019	MAHONE BAY FIRE DEPARTMENT	100.00	A/P	OUT-STD	02/21/2019
017546	02/21/2019	MICMAC FIRE & SAFETY LTD.	1,085.32	A/P	OUT-STD	02/21/2019
017547	02/21/2019	MIDLAND COURIER	102.18	A/P	OUT-STD	02/21/2019
017548	02/21/2019	MIDLAND TRANSPORT LTD	355.01	A/P	OUT-STD	02/21/2019
017549	02/21/2019	N. S. BUILDING SUPPLIES	121.75	A/P	OUT-STD	02/21/2019
017550	02/21/2019	RECEIVER GENERAL FOR CANADA	1,069.00	A/P	OUT-STD	02/21/2019

**TOWN OF MAHONE BAY**

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Cheques from 000001 to 017557 dated between 02-01-2019 and 02-28-2019

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Number	Issued		Amount	SC	Status	Status Date
017551	02/21/2019	REXEL ATLANTIC	231.53	A/P	OUT-STD	02/21/2019
017552	02/21/2019	RIVERPORT ELECTRIC LIGHT COMM	1,911.00	A/P	OUT-STD	02/21/2019
017553	02/21/2019	ROCKY MOUNTAIN PHOENIX	262.20	A/P	OUT-STD	02/21/2019
017554	02/21/2019	STAN'S DAD & LAD SHOP	32.20	A/P	OUT-STD	02/21/2019
017555	02/21/2019	TOWN OF MAHONE BAY	13,149.91	A/P	OUT-STD	02/21/2019
017556	02/21/2019	UNIVAR CANADA LTD.	5,846.38	A/P	OUT-STD	02/21/2019
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Total # of Cheques Listed:			52			