



TOWN COUNCIL AGENDA

June 24, 2021

7:00 p.m.

YouTube Live

Let us begin by acknowledging that we are gathered today in Mi'kma'ki. The ancestral, present and future territory of the Mi'kmaw people. Today, we gather with the intent followed by the living Peace and Friendship Treaties - with respect, cooperation and coexistence.

Call to Order

1 Approval of Agenda

2 Minutes

2.1 Regular meeting – June 8, 2021

3 Presentations

4 Correspondence – Action Items

4.1 William Kowalski – Concerns About Policing in Mahone Bay

4.2 Vryan Haysom – Questions about Plan Mahone Bay Process

4.3 Primrose Lane – Parkview Graduates 2021

4.4 MP Peter Julian – Seeking Endorsement for Motion M-84 & Bill C-313

5 Correspondence – Information Items

5.1 NSFM – Monday Memo – June 7, 2021

5.2 NSFM – Monday Memo – June 14, 2021

5.3 John Bain – Proposed Tree By-law

5.4 Christine McClare, Region 6 Solid Waste Management – EPR Public Consultation

5.5 Hon. Keith Irving, Minister of Environment and Climate Change – Consultation on Climate Change Plan for Clean Growth.

6 Staff Reports

6.1 Staff Report to Council – June 24, 2021

6.2 AREA Annual Report 2021

6.3 Appointment – Building Inspector

6.4 Staff Report – Proposed Amendment to Regional Emergency Management By-law

6.5 Staff Report – Town Office Reopening Plans

6.6 Staff Report – GHG Reduction Plan Implementation

7 Council Items

7.1 Mayor Devenne – Resident Application to Join Heritage Advisory Committee

8 Committee Reports

8.2 Asset Management Committee – Draft Minutes – June 17, 2021

8.3 Cemetery Committee – Draft Minutes – June 21, 2021

9 New Business

10 Closed Session

The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, June 8, 2021 at 7:00 p.m. via video conference and broadcast via YouTube live.

Present:

Mayor D. Devenne
Deputy Mayor F. Kangata
Councillor A. Burdick
Councillor P. Carver
Councillor J. Feeney
Councillor R. Nowe
Councillor K. Wilson
CAO, D. Heide
Town Clerk, M. Hughes
Manager of Finance, L. Wentzell

Gallery: online

Land Acknowledgement

Let us begin by acknowledging that we are gathered today in Mi'kma'ki. The ancestral, present and future territory of the Mi'kmaw people. Today, we gather with the intent followed by the living Peace and Friendship Treaties - with respect, cooperation and coexistence.

1. Agenda

A motion by Councillor Feeney, seconded by Councillor Wilson, **“THAT the agenda be approved as amended to add the correspondence from Lara Carrigan to the Council agenda as item 4.3 under Correspondence Action Items.”** Motion carried.

2. Minutes

A motion by Councillor Nowe, seconded by Councillor Feeney, **“THAT the minutes of the May 27, 2021 regular meeting of Council be approved as presented.”** Motion carried.

A motion by Deputy Mayor Kangata, seconded by Councillor Burdick, **“THAT the minutes of the June 3, 2021 special meeting of Council be approved as presented.”** Motion carried.

3. Presentations

No presentations.

4. Correspondence – Action

4.1 Vervan Haysom – Council Policy Questions.

4.2 Katie Iyoupe – Concern for our beautiful Town and its abundant wildlife.

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT Council refer the correspondence from Ms. Iyoupe to the next meeting of the Policy and Strategy Committee at which time the issue of trees in Mahone Bay will be discussed and direct staff to advise Ms. Iyoupe of this course of action. Motion carried.**

4.3 Lara Carrigan – Feeding Wildlife and Environmental concerns

A motion by Deputy Mayor Kangata, seconded by Councillor Burdick, **“THAT the correspondence from Lara Carrigan be referred to a future meeting of the Policy and Strategy Committee.” Motion carried.**

5. Correspondence – Information Items

5.1 NSFM – Monday Memo – May 25, 2021.

5.2 Joan Parks-Hubley – Concerns about Tree Cutting.

5.3 NSFM – Monday Memo – May 31, 2021

5.5 Talking Trees – Owl Habitat

A motion by Councillor Nowe, seconded by Deputy Mayor Kangata, **“THAT the correspondence, numbered 5.1 – 5.5 be received and filed.” Motion carried.**

6. Staff Reports

6.1 Council Report

Council received the Staff Report for June 8, 2021.

6.2 Council Chambers Furniture

Council received a report with an update on the procurement of furniture and equipment for Council Chambers.

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, **“THAT Council approve the purchase of new desks and chairs for Council Chambers as quoted.” Motion carried.**

6.3 Bandstand Phase 3 Funding Application

Council received a report with an update concerning the Bandstand Phase 3 project, included in the 2021/22 annual budget approved May 27, 2021.

A motion by Councillor Burdick, seconded by Councillor Wilson, **“THAT Council direct staff to apply to the Canada Healthy Communities initiative and the Canada Cultural Spaces Fund to sponsor Phase 3 improvements to the Michael O’Connor Memorial Bandstand.”** Motion carried.

6.4 Report of the Clerk

Council received the Report of the Clerk following the June 8, 2021 Public Hearing to receive submissions and comments from the public concerning the draft Town of Mahone Bay Wildlife Feeding By-law.

A motion by Councillor Wilson, seconded by Councillor Carver, **“THAT Council give second and final reading to the Town of Mahone Bay Wildlife Feeding By-law as presented.”** Motion defeated.

7. Council Items

7.1 Property Taxes

A motion by Councillor Burdick, seconded by Deputy Mayor Kangata, **“THAT Council direct staff to waive interest fees on overdue payments on past due commercial and residential property taxes until the end of August, to alleviate stress caused by the impact of COVID-19.”** Motion carried.

8. Committee Reports

8.1 Asset Management Committee

Council received the draft minutes of the May 20, 2021 meeting of the Asset Management Committee.

8.2 Policy and Strategy Committee

Council received the draft minutes of the May 31, 2021 meeting of the Policy and Strategy Committee.

A motion by Deputy Mayor Kangata, seconded by Councillor Burdick, **“THAT Council set the agenda for the June 28, 2021 meeting of the Policy & Strategy Committee to include the submission from Talking Trees which was received at the May 27, 2021 regular meeting of Council, and the draft Local Improvement by-law.”** Motion carried.

8.3 Heritage Advisory Committee

Council received a memo concerning a motion of Council that is required to begin the process to register a Municipal Heritage Property, as directed by motion of Council at the May 27, 2021 meeting of Council.

A motion by Councillor Feeney, seconded by Councillor Burdick, **“THAT Council direct staff to give 30 days’ notice to the homeowner(s) of 342 main Street, Mahone Bay, that Council intends to register their home as a Municipal Heritage Property and that a hearing will take place at the July 29, 2021 meeting of Town Council.”**

Motion carried.

8.4 Lunenburg County Senior Safety Program

Council received the May 2021 monthly report from the Lunenburg County Senior Safety Program.

8.5 South Shore Housing Association Coalition

Council received the minutes of the April 7, 2021 meeting of the South Shore Housing Association Coalition.

9. New Business

No new business.

10. Closed Session

A motion by Deputy Mayor Kangata, seconded by Councillor Nowe, at 9:06 pm to go into Closed Session to discuss acquisition, sale, lease, and security of municipal property; and contract negotiations as permitted by the Municipal Government Act section 22(2)(a) and (e) respectively.

Motion carried.

Council returned to open session at 10:02 pm.

Business Arising from Closed Session

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, **“THAT Council approve the change order from Roscoe Construction Ltd. for the proposed addition to the Mahone Bay Fire Station in the amount of \$970,455 +HST.”** Motion carried.

Council adjourned upon motion at 10:03 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Clerk, Maureen Hughes

DRAFT

Kelly Redden

To: William Kowalski
Subject: RE: Policing in Mahone Bay

From: William Kowalski <williamkowalski@gmail.com>

Sent: June 8, 2021 2:53 PM

To: David Devenne <David.Devenne@TownofMahoneBay.ca>; Francis Kangata <Francis.Kangata@townofmahonebay.ca>; Alice Burdick <Alice.Burdick@townofmahonebay.ca>; Penny Carver <Penny.Carver@townofmahonebay.ca>; Joseph Feeney <Joseph.Feeney@TownofMahoneBay.ca>; Richard Nowe <Richard.Nowe@TownofMahoneBay.ca>; Kelly Wilson <Kelly.Wilson@townofmahonebay.ca>

Subject: Policing in Mahone Bay

CAUTION: This email originated from an external sender.

Mr Mayor, Mr Deputy Mayor, esteemed Council members, and members of the Police Advisory Board of Mahone Bay:

I'm writing to let you know that I no longer feel the town of Mahone Bay is receiving fair value for the money we are paying to the RCMP for policing services. I am not accusing the RCMP of laziness, incompetence, or bias. In fact, I'm not accusing them of anything at all—just so that's clear. I know from reading their quarterly reports that much of the work they do goes unseen by the public, that they are dedicated to their jobs, that a large amount of paperwork and other bureaucratic matters take up some of their allotted hours, and that it's not fair to judge them based on one incident.

But... why was a motorcycle officer patrolling town at noon on a Monday handing out expensive tickets to local business owners, rather than at nine or ten at night, when speeding is rampant?

On a regular basis, and nightly in warm weather, for years now, residents of this town have been subjected to a barrage of noise violations and public safety threats coming from drag racers and speeders on Edgewater, Clearway, and Main Streets. They've made a game out of seeing who can rack up the highest numbers on the digital speed signs. A deer was cruelly mangled not long ago when one of these speeders ran into it. When a citizen of the town spoke up about the problem a few weeks ago on Facebook, he received personally intimidating private messages, and one of the presumed speeders even responded on that thread using a false name to deny any speeding or dragging was taking place and to imply that the gentleman was lying.

The issue of dragging and speeding in Mahone Bay was brought up by me, personally, during my recent term on the Police Advisory Board, to then-liaison officer Sgt. David Ferguson, during an official meeting. Since then, nothing has changed. RCMP have said that they need to catch people in the act. Of course they do—but in order for that to happen, they need to be here when the offenses are taking place.

Meanwhile, on Monday, June 7, 2021, at about a quarter to noon, I witnessed a motorcycle officer

pull over a business owner of this town outside the supermarket for not wearing a seat belt, and write him a ticket for \$180.00. This, after said business owner provided emergency workers free coffee last year during the first lockdown, and after he has dealt with the same financial challenges that every other small business owner has over the past fifteen or sixteen months.

My complaint is not about this individual officer, who was reportedly courteous and professional. (Although I do have to say I'm shocked that he immediately wrote a ticket, rather than giving a verbal warning. By Mahone Bay standards, this is very heavy-handed policing.)

I'm instead upset that larger threats to public safety are going unaddressed, while a town resident is ticketed and harshly fined for a minor infraction posing a risk to no one but himself.

There is little mystery as to when and where these offenses take place. Nearly every night, between eight and ten PM, you can hear them racing through town on cars and motorcycles.

We need to make sure RCMP resources are being delivered when and where they are needed most--not to financially penalize small business owners already suffering, but to go after those whose blatant disregard for the safety and peace of mind of the public make them a growing danger to the community.

Respectfully,

Bill Kowalski

79 Orchard Street

williamkowalski.com

From: [Veryan Haysom](#)
To: [Town of Mahone Bay Clerk](#)
Subject: Plan Mahone Bay
Date: Thursday, June 10, 2021 11:27:26 AM
Attachments: [Vision statement.pdf](#)

CAUTION: This email originated from an external sender.

To Mahone Bay Town Council

This is to let you know that I have concerns about the unfolding Plan Mahone Bay process.

I have taken every opportunity to participate in the Plan Mahone Bay process in the belief that the process and resulting Municipal Planning Strategy will be vitally important to the evolution of Town. I have also tried to conform my participation to the prescribed process. My efforts have not always proved fruitful and I will return to that. The process, particularly the timeline, has gone sideways ... because Covid. What causes me concern is that while much of what is going on in Town is related to, and contingent on, the Municipal Planning Strategy, there has been no adjustment to timelines applicable to those other initiatives. The current example is the Town's consultation respecting a bikeway or bikeways. Should that be going ahead full steam or should it be delayed pending the new Municipal Planning Strategy? I have no answer but I would have thought that some Council discussion of that would have occurred. As things stand, the window for public comment on the bikeway will be closed before this letter comes before Council.

With respect to the Plan Mahone Bay process, those who are interested, are directed to communicate with or through an e-mail address posted on the Plan Mahone Bay website. I used that channel on a couple of occasions to no effect. First, I wanted a baseline map of Mahone Bay on which to illustrate some ideas for submission to the process. My request was not responded to on a timely basis. I was not told "Yes" or "No". I was led to believe that my request was in process but it has never been met. Although my specific need for the plan is now stale-dated, I feel that I was deprived of a chance to get my ideas/vision fully in front of the planners and remain interested in knowing/seeing what constitutes the baseline map for purposes of the Plan Mahone Bay exercise. Second, I was concerned about the Council process used to set the Vision that informs the Plan Mahone Bay process and the planning strategy that will result. The process did not appear to conform to the roadmap for its development that had been set out by Council. The vision statement is problematic. But, most crucial, the vision statement that will inform everything else in the process has been set by Council without maximizing either public input or buy-in. Horse gone, barn bolted. I expressed my concerns about that but received no substantive reply. For your information I have attached a copy of my letter about the vision statement below.

I am bringing this to Council's attention not by way of complaint about the handling of my correspondence or to request that you open an empty barn or pursue a horse long gone, but simply to alert the Town to be mindful of maximizing citizen engagement in what remains of the Plan Mahone Bay process.

Respectfully,

Veryan Haysom

195 Fairmont Street
P.O. Box 690
Mahone Bay, NS
B0J 2E0

phone: 902 223 4933 (c)
902 624 8181 (h)
haysomv@gmail.com

From: Veryan Haysom haysomv@gmail.com
Subject: Vision statement
Date: March 22, 2021 at 3:40 PM
To: Plan Mahone Bay info@planmahonebay.ca

I am writing to express my disappointment with implementation of the last step in the Plan Mahone Bay process. I think there has been a failure to carry out meaningful consultation about the vitally important vision statement that is informing the new municipal planning strategy and related by-law. The statement is also flawed.

In January Council approved the document titled "Guiding Principles, Vision, and Goals (February 9, 2021)".

According to the terms of reference for Plan Mahone Bay

"a key product of the early stages of the process, and following initial public consultation, will be the further requirement for the consultant to formulate a Community Vision. The intent of the visioning, based on Council's thoughts, the PAC member's perspectives and community input, is to establish a community vision statement for the Town. The subsequent goals, objectives and guiding principles for the new Municipal Planning Strategy and Land Use Bylaw are to then flow from the Vision Statement."

The vision statement was drawn from the initial public consultation. That is good as far as it goes but there does not appear to have been any consultation with PAC and there was no opportunity for the community to have input or express views about the vision statement as such. The vision statement is presented as flowing from the principles, which is the opposite of what was required by the TOR.

Substantively, the vision statement appears to be different from the vision of the Town that is being advanced through the Town's Strategic Plan.

I understand the Guiding Principles, Vision, and Goals have been approved by Town Council and are now set, having been approved by Town Council. That being so there seems to be little point in addressing them. Nonetheless I feel compelled to point out that there is an aspect of the vision statement that really should be fixed, namely the sentence that reads,

"Growth and development will support an accessible built environment, where pedestrians are prioritized; will support housing and employment opportunities for anyone who chooses to live in Mahone Bay; will balance and nurture the needs of the human and natural environments; will only occur through a careful, transparent and systematic process; will recognize and protect cultural and built heritage while continuing to allow for change and evolution; and will emphasize the protection and expansion of public spaces and institutions integral to the daily lives of residents."

This sentence is flawed because it assumes "growth and development" have an innate purposive agency that produces the described outcomes. That is fallacy. There is nothing inherent in growth and development that, for example, results in or causes "accessible buildings and the prioritization of pedestrians". Typically growth and development result in the opposite. This flaw should be fixed. The essential problem is to make growth and development produce the desired outcomes. Doing so requires some agency. I cannot offer a real fix because I do not know what the drafters of the statement intended, but here is an illustration of a grammar that addresses my concern: "Town decision-making ensures that permitted growth and development support an accessible built environment where pedestrians are prioritized; ... etc.

In conclusion, please do not misunderstand this as an endorsement of the principles, vision statement and goals.

Veryan Haysom

Maureen Hughes

Subject: FW: Parkview Event

From: primroselane@bellaliant.com <primroselane@bellaliant.com>

Sent: June 16, 2021 11:26 AM

To: David Devenne <David.Devenne@TownofMahoneBay.ca>

Subject: Parkview Event

CAUTION: This email originated from an external sender.

Hello Mayor Devenne,

I am the owner of a business in Bridgewater (Primrose Lane) that along with a few other Parkview graduate Moms are organizing an Event for the Parkview Graduates 2021.

We will be holding it July 16th at the LCLC. Our plan will be sent to Dr. Strang's office for approval. All public health recommendations will be followed.

We are asking if the Town of Mahone Bay would be willing to donate to our Event? Any amount would be greatly appreciated.

We look forward to hearing from you and Thanking you in advance.

Christa Dexter
Dee Conrad
Candace Swain
Tanya Bollivar
Heather Acker



House of Commons
Chambre des communes
CANADA

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peter.julian@parl.gc.ca

June 17th, 2021

RE: Seeking your endorsement for Motion M-84 Anti-Hate Crimes and Incidents & Private Member's Bill C-313 Banning Symbols of Hate Act

Dear Mayor and Council,

I am writing to you today seeking your endorsement of my House of Commons [Motion M-84 Anti-Hate Crimes and Incidents](#) and my private member's legislation on [Banning Symbols of Hate Act - Bill C-313](#). We are living in an unprecedented time. The killing of George Floyd in the U.S., and the deaths of Regis Korchinski-Paquet, a 29-year-old Indigenous-Ukrainian-Black Canadian woman, occurred in Toronto, and Chantel Moore, an Indigenous Canadian woman, was shot and killed by Edmundston police, New Brunswick police, who were called to perform a wellness check - were results of systemic racism.

Since the start of the pandemic, there has been an alarming increase of anti-Asian racism and hate crimes in Canada and across North America. A new [Angus Reid public opinion](#) poll shows that nearly 50% of young Asian Canadians have experienced and been affected by anti-Asian racism and bigotry in the last year. [Statistics Canada](#) reported that in the context of the COVID-19 pandemic, fear and misinformation about the virus may disproportionately impact the sense of personal and community safety of many people in Canada.

The recent murder of the Muslim family in London, Ontario, was yet another reminder that hate and Islamophobia exist in Canada. We must take a strong stance against all forms of hate and racism against Black, Indigenous, People of Colour and Racialized communities.

My Bill C-313 would prevent anyone from selling and displaying symbols that promote hatred and violence against identifiable groups. Julian says banning symbols of hatred like swastikas or Klu Klux Klan insignia is important for all Canadians to feel safe.

I hope I can count on your endorsement to urge the federal government to immediately stop all forms of hate and all forms of discrimination, hate crimes and incidents as well as ending all display and sale in Canada of symbols of hate. Please consider using the following endorsement paragraph as a reply as soon as possible:

On behalf of _____ (Number of residents in your city), the Mayor and Council of _____ (city name) endorse MP Peter Julian's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill Bill-C 313 Banning Symbols of Hate Act.

Thank you very much for your consideration. Please feel free to contact my Chief of Staff, Doris Mah, at 604-353-3107 if you require any further information.

We look forward to hearing from you soon.

Sincerely,

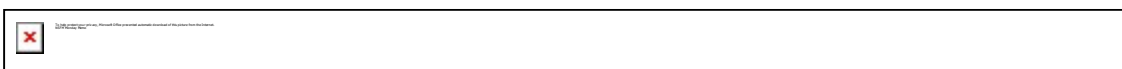
Peter Julian, MP
New Westminster-Burnaby

Maureen Hughes

From: NSFM Communications <communications@nsfm.ca>
Sent: Monday, June 7, 2021 3:48 PM
To: Maureen Hughes
Subject: NSFM's Monday Memo: June 7, 2021

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[View this email in your browser](#)



Spring Conference Survey Contest Winner

Thank you to all conference attendees and survey respondents, and congratulations to Councillor Juliana Barnard from the Town of Truro!

Stay tuned for more info on our upcoming Fall Conference!

[The Climate Change Plan for Clean Growth Webinar](#)

Join us on Tuesday, June 29th for a presentation from the Department of Environment and Climate Change (ECC) on the *Sustainable Development Goals Act* (SDGA) regulations and the new *Climate Change Plan for Clean Growth*.

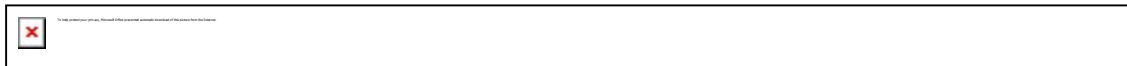
For more information and to register, click the link above.

[NSFM Relaunches Asset Management Course](#)

Read more details above or contact [Debbie Nielsen](#) to register.

[FCM Updates Sustainable Affordable Housing Guide](#)

New look – same great initiative! The Green Municipal Fund’s Sustainable Affordable Housing (SAH) application guide has a fresh, new look for its one-year anniversary. Download the guide to find important updated content to help you navigate the application process.



[Mi'kmaw 101 - We are all Treaty People](#)

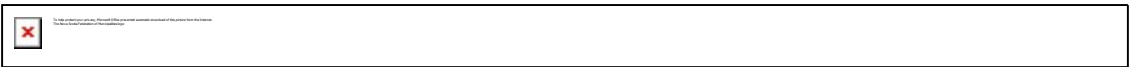
This workshop will be an opportunity for participants to get a first-hand look into the everyday lives of the L'Nu people of Mikmaki. The L'Nu or “Speakers of the tongue (language)” have for thousands of years occupied the traditional and unceded territory of Mikmaki (covering all of Nova Scotia, PEI and parts of Newfoundland, New Brunswick, Quebec and Maine).

Date: June 24th, 2021 10:00 a.m. – 11:30 a.m.

Registration: To register for the session, [please complete our registration form found here](#). If you are registering more than one individual, please complete one form per individual. **Deadline to register is June 21st.**

This webinar is provided by NSFM and AMANS at no charge.

Contact: [Judy Webber, NSFM Event Planner](#)



Nova Scotia Federation of Municipalities
Suite 1304, 1809 Barrington Street
Halifax, N.S. B3J 3K8
Phone: (902) 423-8331
Fax: (902) 425-5592
info@nsfm.ca

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Maureen Hughes

From: NSFM Communications <communications@nsfm.ca>
Sent: Monday, June 14, 2021 4:15 PM
To: Maureen Hughes
Subject: NSFM's Monday Memo: June 14, 2021

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Monday Memo



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

NSFM Members in FCM Board Positions

Congratulations to our members who have taken leadership roles with FCM:

- Third Vice-President, Geoff Stewart, County of Colchester
- Atlantic Caucus Chair, Christine Blair, County of Colchester
- Board Member, Amanda McDougall, NSFM President, Cape Breton Regional Municipality
- Board Member, David Mitchell, Town of Bridgewater
- Chair of Big City Mayor's Caucus, Mike Savage, Halifax Regional Municipality
- Board Member, Lindell Smith, Halifax Regional Municipality

[Join NSFM Acting President Amanda McDougall for \(digital\) coffee on July 8th at 9 a.m.](#)

Acting President McDougall will be hosting the next informal coffee and chat

session on Thursday, July 8th at 9am on Zoom. It is focused on discussing the experiences of women in municipal government, and is open to all elected members who wish to attend.

[Register here.](#)

[New FCM Asset Management Training](#)

In an effort to accommodate the evolving needs of municipalities across Canada, [FCM's Municipal Asset Management Program \(MAMP\) partner organizations](#) are offering a number of online training activities to help your community strengthen its asset management approach, including NSF's [online asset management course for elected officials](#).

Trade, Tips & Tools

[Canoe Believe It? RMA Trade has a new name!](#)

The same great program now has a new name! By combining the purchasing power of over 5,000 public and not-for-profit organizations, Canoe Procurement, formerly RMA Trade, becomes one of the largest cooperative procurement groups of its kind in Canada. This means that you will be able to access a wider range of trade-compliant products and services at preferred rates.

To learn more about the opportunity to participate to save time and money for your unit, reach out to [Tim Elms with Canoe!](#)

Upcoming Events

Mi'kmaw 101 - We are all Treaty People

This workshop will be an opportunity for participants to get a first-hand look into the everyday lives of the L'Nu people of Mikmaki. The L'Nu or "Speakers of the tongue (language)" have for thousands of years occupied the traditional and unceded territory of Mikmaki (covering all of Nova Scotia, PEI and parts of Newfoundland, New Brunswick, Quebec and Maine).

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Contact: [Judy Webber, NSFM Event Planner](#)



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES



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Maureen Hughes

Subject: FW: proposed by-law'

From: Judith Bain <jbain@eastlink.ca>

Sent: Tuesday, June 15, 2021 10:03 AM

To: Maureen Hughes <Maureen.Hughes@TownofMahoneBay.ca>; David Devenne <David.Devenne@TownofMahoneBay.ca>

Subject: proposed by-law'

CAUTION: This email originated from an external sender.

To: The Mayor and Town Councillors of Mahone Bay

From: John Bain

Date: June 14, 2021

Subject: The Proposed Tree Policy (by-law)

I am opposed to this proposed policy!

This proposal will cause delays, cost and stress to developers and citizens.

In recent years there have been several developments in Mahone Bay; the Meadows, Bayview School, the Quinlan, Condos on Main Street, Kinburn Street, Orchard Street, and Aberdeen Street. There have been structures for both the rental and affordable rentals. There have been numerous private homes constructed. These sites have all required landscape alterations prior to their development.

Currently the Nursing Home and the Fire Hall are under construction further securing the safety and continuing care for the Town Residents and surrounding areas.

I think it is imperative that Councillors visit all our 31 streets and observe the various landscapes. You cannot help but notice the stewardship provided by our citizens and the developers.

There are other proposals being brought forward that will be providing alternative housing and affordable rentals. This by-law could substantially derail this construction. This in turn will hamper future developments in Mahone Bay.

The Councillors of the Town should acknowledge that the developers and the citizens are taking the financial risks while the Town is truly benefiting the social and financial implications.

John Bain
126 Hawthorn Road
Mahone Bay, NS
B0J 2E0

Maureen Hughes

From: Christine McClare
Sent: Tuesday, June 15, 2021 3:29 PM
To: administration@chester.ca; Andre Veinotte; Andrea Mood-Nickerson; Christine McClare; Cory Nickerson; Diana Gibson; Ed Halverson; Jack Fancy; June Scott; Louann Link; Michelle Greek; Richard Nowe; Ron Coole ; Scott McLean; Wayne Thorburne; David Brown; Doris Townsend; Mary Meagher; Mayor Matt Risser; Pam Hubley; Rupert Jannasch; Russell Atkinson; Stacey Colwell; Bea Renton; Chris Frotten; Christa Rafuse; Dylan Heide; Erin Hartley (ehartley@municipalityofshelburne.ca); Jennifer Keating-Hubley; Joyce Young; Christine McClare; Larry Feener; Ryan Jamieson; Scott LeBlanc; Sherry Doane; Stephen Pace; Tammy Atwood; Trudy Payne; Angela Taylor; Justin Cleveland; Stephanie Smits; Tammy Harnish; hcook@regionofqueens.com; Heather McCallum; Jennifer Webber; Maureen Hughes; Patrick Hirtle; Sarah Kucharski; Shelleena Thornton; Chris McNeill; Dan McDougall; Dylan Heide; Mark Phillips; Sandra Porter-Lowe; Shelley Connolly; Tammy Crowder; Tom MacEwan
Cc: Angela Taylor
Subject: EPR Public Consultation

Hello Region 6 stakeholders:

In case you're not aware, the province released two consultation documents May 27th. The Sustainable Development Goals Act is of particular interest to you as this will guide the new goals. It discusses the Provincial Government providing leadership in sustainable prosperity (Area 1) and EPR and circular economy (under Area 4). This public consultation is open for comments until July 27th. Please consider commenting and sharing this with those in your organization as per the request from Region 6 Inter-Municipal Committee Chair Wayne Thorburne.

These two areas could ease some of the growing pressure on municipalities to manage solid waste. As a suggestion, if the Province used its' buying power to require sustainable products in what they purchase (e.g. recycled plastic lumber), this would create demand and markets for the materials municipalities are obligated to recycle.

If Extended Producer Responsibility for Printed Paper and Packaging (EPR for PPP) was regulated, this would mean the companies that make the products would be required to pay for collection, administration, education and recycling their products. Currently municipalities pay for these products which are beyond their control, without receiving any funding.

A company that makes sandwich bags would be paying for collection, Admin/Education, facilities to recycle and getting them to a market, thereby saving municipalities money and placing the responsibility with the manufacturer. As this type of system is already in place in many provinces, their increased cost is likely included in their product price already. Please contact me if you have any questions.

Below is the link to the discussion paper

<https://cleanfuture.ca/wp-content/uploads/2021/05/Sustainable-Development-Goals-Act-Discussion-Paper-English-1.pdf>

Below is the link to get involved and provide feedback

<https://cleanfuture.ca/#formsubmissions>



Christine H. McClare BA (Psych)

Regional Coordinator

Region 6 Solid Waste Management

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Mahone Bay, NS B0J 2E0

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Environment and Climate Change
Office of the Minister

PO Box 442, Halifax, Nova Scotia, Canada B3J 2P8 • Telephone 902-424-3736 • novascotia.ca

10700-40-57583

June 8, 2021

Dear Municipality:

I am pleased to announce that Environment and Climate Change has launched a 60-day public engagement on creating goals under the Sustainable Development Goals Act and a new Climate Change Plan for Clean Growth. The engagement runs from May 27 to July 26, 2021.

I would like to encourage you to consider sharing with your residents. We want to hear from as many Nova Scotians as possible. We're extremely interested in hearing their ideas, their visions, and are committed to having those voices help form the direction for government. Our team is making a concerted effort to reach out to as many people as possible through a variety of avenues. In particular, it's important to hear from communities that haven't always been included in past policy discussions, such as Black, Indigenous, and low-income communities.

We have partnered with the Clean Foundation to help coordinate the engagement process. There are a number of ways to engage, including public Zoom sessions, a do-it-yourself kit for groups and communities to facilitate their own discussions, as well as email, mail, and phone submissions. More details are available at www.CleanFuture.ca.

I would also like to encourage you to reach out to our team here at Environment and Climate Change. To that end, please feel free to contact Jason Hollett, our Associate Deputy Minister of Climate Change. He can be reached at jason.hollett@novascotia.ca.

Preparing our municipalities for the impacts of climate change while creating a cleaner and more inclusive economy is essential. We need all communities to be involved. I look forward to learning more about your ideas on how we can build a better Nova Scotia together.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith Irving".


Keith Irving, MLA
Minister of Environment and Climate Change

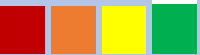


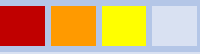



Report to Council June 24, 2021























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
Council Assignments to Staff				
1	Staff to contact the NS Department of TIR regarding the Town's proposed 2020/21 Transportation Project as well as to discuss proposed changes on highway approaches to Mahone Bay as outlined in the CBCL report.	25-Jun-20	Jul., 2021	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> 75%
		Notes: Awaiting confirmation from TIR regarding proposed speed limit changes on highway approaches.		
2	Staff amend the Respectful Workplace Policy and/or Employee Conduct Policy to reflect points raised in review of the draft Violence in the Workplace Policy specific to Town employees and recommend to Council.	08-Sep-20	Dec., 2021	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> 50%
		Notes: To be discussed at Policy & Strategy Committee in 2021-22; report to Council anticipated thereafter.		

3	Staff to review Town policies regarding signage and provide recommendations in respect to plastic and disposable signage within the Town of Mahone Bay, specifically including a recommendation regarding election signage.	08-Sep-20	Jul., 2021		75%	Notes: In Progress. Report anticipated to upcoming meeting of Council.
4	Staff to draft a CAO Performance Review Policy that includes a detailed procedure, or procedure options, for how regular CAO Performance Reviews will be conducted, and to present such policy to Council for consideration after the new Council is sworn in following the October municipal	08-Sep-20	Dec., 2021		50%	Notes: To be discussed at Policy & Strategy Committee in 2021-22; report to Council anticipated thereafter.
5	Staff to develop a multi-year bench installation program with potential locations being decided on in consultation with the Age Friendly Community Committee in alignment with the CBCL Transportation Plan Report and Accessibility Standards.	08-Sep-20	Jul., 2021		75%	Notes: In progress. Budget line included in 2021-22 budget with staff report to follow (initiating public donation campaign and confirming siting process).

6	Staff to prepare a proposal for the FCM's Municipal Asset Management Program for data collection and development of management plans for Town-owned natural assets.	13-Oct-20	Jun., 2021			Notes: 2021-22 budget approved May 27, 2021 reflects in-house / volunteer data collection in 2021-22 (to be the subject of upcoming report) and FCM funding application for 2022-23 (supporting development of Urban Forest Master Plan as per Council's 2021-25 Strategic Plan approved June 3, 2021).
7	Staff to initiate discussion with MODL Planning staff and prepare a report for Council about the possibility of intermunicipal collaboration between the Town of Mahone Bay and MODL on the topic of housing in the preparation of their respective planning documents.	26-Nov-20	Jul., 2021		75%	Notes: In progress. Discussion initiated with MODL Planning staff. Timeline coordinated with Plan Mahone Bay process.
8	Staff to proceed with engineering designs and update associated cost estimates for 2020-21 Transportation Project, for consideration in 2021-22 budget process.	28-Jan-21	Jul., 2021		75%	Notes: Engineering designs in progress. Included in 2021-22 capital budget. Implementation top priority for new Manager of Public Works & Transportation.
9	Staff to contact MODL as a follow-up to the letter to their Council requesting a partnership with MODL which would enable Mahone Bay residents to be eligible for the ProKIDS program.	09-Feb-21	Jul., 2021		75%	Notes: Staff have met with MODL to explore the opportunity to partner and are awaiting consideration of proposal by MODL, which will be reported to Council. Estimate included in 2021-22 budget.

10	Staff to present the draft Local Improvement By-law to the Policy and Strategy Committee for further discussion prior to giving first reading.	09-Feb-21	Jun., 2021	<div><div></div><div></div><div></div></div>	75%	Notes: Discussed at Policy & Strategy Committee in April, 2021; revised draft By-law to be presented to June committee meeting.
11	Direct staff to include accessible hearing solutions in the Accessibility Operation Plan, anticipated in 2021-22	25-Mar-21	Sep., 2021	<div><div></div></div>	Not yet begun	Notes:
12	Re: Fairmont Service Extension. Staff to contact all impacted property owners to advise them of the proposed extension and receive their feedback on the proposal.	11-May-21	Jun., 2021	<div><div></div><div></div></div>	50%	Notes: In progress.
13	Staff to consider the feasibility of incorporating the recommendations from Talking Trees submission into the Green house Gas Reduction Action Plan and provide a report in this regard.	27-May-21	Jun., 2021	<div><div></div><div></div><div></div><div></div></div>	<div>★</div>	Notes: Recommendation included in staff report on Council's June 24 meeting agenda.
14	Staff to look into potential traffic calming measures on Clairmont Street and Kinburn Street and provide a report for Council consideration.	27-May-21	Jul., 2021	<div><div></div><div></div></div>	50%	Notes: In progress. Opportunity to align with ongoing bicycle route consultations for additional public input.
15	Council register the property at 342 Main Street as a Municipal Heritage Property.	27-May-21	Jun., 2021	<div><div></div><div></div><div></div><div></div></div>	<div>★</div>	Notes: Memo on June 8, 2021 Council agenda recommended a new motion to ensure that staff are able to follow the proper legislative procedures with respect to heritage registration; see below.

16	Staff to write to the MBTCC granting permission for the the MBTCC to host local artisans within the VIC as requested to a maximum of 25% of the floor space for the 2021 season.	27-May-21	Jun., 2021					75%	Notes: MBTCC have been advised of the direction of Council and that a letter is forthcoming.
17	Staff to invite the MBTCC to meet with Council to discuss the basis for a potential reviewed agreement in respect to operation of the VIC.	27-May-21	Aug., 2021					50%	Notes: MBTCC have been advised of the direction of Council. Members not available to attend in June/July due to resumption of business activities following lockdown.
18	Staff to advise Ms. Iyoupe that Council referred her correspondence to the next meeting of the Policy and Strategy Committee.	08-Jun-21	Jun., 2021						Notes: Completed
19	Staff to apply to the Canada Healthy Communities initiative and the Canada Cultural Spaces Fund to sponsor Phase 3 improvements to the Michael O'Connor Memorial Bandstand.	08-Jun-21	Jun., 2021					50%	Notes: In Progress.
20	Staff to waive interest fees on overdue payments on past due commercial and residential property taxes until the end of August.	08-Jun-21	Jun., 2021						Notes: Interest fees will be waived for the months of June, July and August.

21	Staff to give 30 days' notice to the homeowner(s) of 342 Main Street, Mahone Bay, that Council intends to register their home as a Municipal Heritage Property and that a hearing will take place at the July 29th council meeting.	08-Jun-21	Jun., 2021					
		Notes: Completed						

Chief Administrative Officer's Report - June 24, 2021

1	COVID-19	Staff are adhering to all provincial guidelines for safe work and are working remotely if possible. Town office to reopen to the public in July (report on Council's June 24 meeting agenda). Bandstand, Ballfield and Sportfield bookings have resumed. CAO monitoring NS EMO updates and participating in all NSFM and AMANS discussions concerning COVID-19 and relaying Provincial updates. Staff updating COVID-19 messaging as required.
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2	Atlantic Infrastructure Management (AIM) Network Asset Management Cohort Program	<p>MAMP funding received and 2020-21 AM project (electrical system and non-linear assets) is substantially complete (report provided to Feb 18 AM Committee meeting). Funding for participation in AIM Cohort 2.0 approved by Council in 2020-21 budget; currently awaiting confirmation of format and schedule for Cohort 2.0 (to take place in fiscal 2021-22), included in 2021-22 budget. AIM Network annual conference took place virtually Oct 28-29; CAO and Mayor Devenne presented on Town AM program / committee experience. New MAMP-funded poster series now on Town website.</p>
3	Municipal Joint Services Board (MJSB)	<p>MJSB not proceeding with Safety and Procurement shared services in 2020-21 at request of MODL; discussions continue but staff do not anticipate until 2022-23. HR Shared Service (MoDL/TOB with ToMB) up and running. Town staff participated in performance management project which will standardize and enhance Town's performance management practice. Currently working with MJSB on implementing time and attendance program for staff. MJSB IT security audit process completed Oct. 2020. Regular MJSB meetings continue.</p>

4	Riverport Electric Shared Service Committee	<p>Coordinating with Riverport re staffing, imports, equipment inventory, safety program, policy development, stand-by coverage, etc.. Currently drafting agreements for consideration of Council / Commission. Coordinating on utility asset management and planned rate study. Shared Service Committee meetings expected to resume soon (having been temporary discontinued due to Riverport Board turnover). Draft 2021-22 budget reflects organizational partnership for utility administration and service delivery.</p>
5	Regional Emergency Measures Organization (REMO)	<p>Dorian claim signed off with the Province. Regular bi-weekly meetings and bi-monthly table exercises between REMO Coordinator and CAOs continue (along with regular planning meetings). Coordinator continues to review and improve REMO procedures in consultation with CAOs. Training opportunities for staff /Council (ICS 100-200) identified in coming months (delayed by COVID-19 restrictions).</p>

6	Alternative Energy Resource Authority (AREA)	Weekly AREA staff meetings continue by phone. NB Power imports continue under new annual agreement for 2021. BUTU applications for 2022 submitted. Community Solar Gardens funding application submitted by AREA staff; awaiting confirmation. HOME (Heatpump Options Made Easy) program launched Oct 1 (see statistics below). EV charger installations anticipated to begin in June-July 2021. AREA annual report included on Council's June 24 meeting agenda.
7	FCM / Clean Foundation Transition 2050 (Partners for Climate Protection) Initiative	Community GHG Reduction Action Plan adopted by Council Mar 25 and incorporated into draft 2021-22 budgets. Staff continue to participate in T2050/PCP Initiative. Staff report re GHG Reduction Plan Implementation on Council's June 24 meeting agenda.
8	Lunenburg County Accessibility Advisory Committee	CAO serving as staff policy resource to Lunenburg County Accessibility Advisory Committee. With Council approval of draft Lunenburg County Accessibility Plan - and approval of other participating councils - Operational Plan development can proceed in 2021-22; staff currently discussing options to cooperate with neighboring units. Province has extended legislative deadlines for the development and implementation of Accessibility Plans and associated Operational Plans to April 1, 2022. Included in 2021-22 operating budget.

9	Nova Scotia Federation of Municipalities (NSFM)	<p>CAO remotely attended Feb 19, 2021 meeting of Nova Scotia Infrastructure Asset Management Working Group as AMA/NSFM representative (next meeting scheduled for April, 2021). Supporting NSFM / AMANS COVID-19 infrastructure funding discussions with Federal representatives. Participated in NSFM Virtual Spring Conference May 6-7, 2021.</p>
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Director of Operations Report - May 27, 2021 (Next Update July 29)		
1	Streets & Sidewalks	<p>During the reporting period on one occasion streets & sidewalks were salted. A plugged catchbasin was repaired near 621 Main St. A number of potholes were repaired on Fauxburg Rd., Old Edgewater St. and Main Street. A large tree in jeporady of falling the street was removed near 91 Fauxburg Rd. A tender was released for 2021 Street Line Painting. Winter works vehicles were cleaned of salt and dirt.</p>

2	Cemeteries & Open Space	<p>The Town's seasonal Groundskeeper started work April 19. Staff are in the process of conducting spring clean-up activities in various park/green areas and cemeteries. Requests for Quotations were issued for 2021 Mowing Services for each cemetery. The old soccer goals were removed from the soccer field and the new soccer goals were delivered and will be assembled and installed by staff shortly. The Park Cemetery sign posts had to be replaced due to rot (the sign blew over). Staff completed interior drywall repairs and painting at the Edgewater St. Comfort Station.</p>
3	Electric Utility	<p>2 temporary power services were installed for new residential construction on Hawthorn Road. 7 electric vehicle chargers were delivered and staff will be installing them over the next few months. 6 electrical inspections were conducted. Annual inventory counts were conducted (parts and materials). Staff continue to collect information from existing transformers within the distribution system for purposes of Asset Management. Staff collected information and participated in 2021-22 budget development.</p>

4	Water Supply, Treatment & Distribution	Regular monitoring and maintenance activities continued. Routine flushing of water mains was conducted in various locations throughout the water distribution system. Staff collected information and participated in 2021-22 budget development. Annual reports for Water System and Water Withdrawal were prepared and submitted to NS Environment.
5	Sewage Collection & Treatment	Regular monitoring and maintenance activities continued. The PAA (peracetic acid) pilot program concluded on April 21; awaiting final report on the pilot from our consultant; results from the pilot suggest that it was a success and that we may be making a permanent switch to PAA disinfection.
6	COVID-19	Staff continue to provide essential services while practicing physical distancing, wearing of masks and good hygiene practices. We plan to operate various seasonal facilities in the upcoming months following appropriate Public Health Protocols.
7	New Long Term Care Facility	Work remains ongoing with the Town's consultant and the developers of the new LTCF to be built near 164 Main St.

Finance Manager's Report - June 24, 2021

1	COVID-19	Staff continue to work remotely.
2	Provincial Reporting	No outstanding Provincial Reporting Requirements at this time.
3	Tax Bills/Tax Sale	Interim Tax Bills were due May 31st. Staff currently have interest charges suspended on past due Property Tax accounts until August 31st as per the Motion at the June 8th Council Meeting
4	Audit	Staff are working on compiling all necessary working papers and schedules for Deloitte. The Field Work for the 2020-21 Audit is scheduled to start on the week of July 26th
5	2021-22 Budget	Fiscal 2021-22 Budget was Approved on May 27th.

Clerk & Deputy CAO's Report - June 24, 2021

1	Plan Review	Finalized internal reviews and presented draft documents to the Plan Review Engagement Steering Team on June 16, 2021 - comments from Steering Team members to be collated for a July 19, 2021 meeting to review.
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2	By-laws and Policies	Continued work on: development of safety procedures as part of development of Town safety manual; response to DOJ regarding Town's SOT schedule. developing plan to address need for greater public education and compliance regarding Civic Addressing By-law.
3	Communications and Public Engagement	Ongoing weekly communication about Asset Management in the Town, on a montly rotation. Ongoing promotion of Civic number and Outdoor Burning By-laws. Bicycle Route Engagement Plan continues as the online survey has closed and the Public Engagement session is planned for June 23rd.
4	Council Support	Ongoing support of committee meetings, including start up of Police Advisory Board and Watershed Advisory Committee.
5	Business Planning	Staff have been working on the development of work plans and identification of timelines for priorities and projects identified in the recently approved
6	Training	Staff have recently completed training in the Provincial Procurement System, Plain Language Communication, and Project Management.

By-law and Policy Review - June 24, 2021 (Next Update July 29)

1	Trees By-law	Target	Staff to research tree by-laws and recommendations received regarding Mahone Bay specifically.
		01-Sep-21	
2	Park By-law	Target	Staff to review Park By-law in context of Plan Review.
		30-Sep-21	
3	Off Premises Signage Policy	Target	Staff to review Off Premises Signage Policy in context of Plan Review.
		30-Sep-21	
4	CAO Performance Review Policy	Target	Staff to prepare a report on drafting a CAO Performance Review Policy. Pending discussion at Strategy & Policy Committee.
		TBD	
5	Employee Conduct Policy	Target	Staff to review Employee Conduct Policy in relation to violence in the workplace. Pending discussion at Strategy & Policy Committee.
		TBD	
6	Local Improvement By-law	Target	To return to June meeting of Policy & Strategy Committee meeting for further discussion.
		TBD	
7	Council/CAO Relations Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
8	Plastic Signage Policy	Target	Not yet begun
		01-Sep-21	

9	Wildlife Feeding Policy	Target	First reading on May 11th;
		01-Jun-21	Public Hearing scheduled for June 8th
10	Dangerous and Unsightly	Target	Staff have identified a need to review for clarity. Pending discussion at Strategy & Policy Committee.
		TBD	
11	Council Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
12	Respectful Workplace Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
13	Fees Policy	Target	Not yet begun
		01-Jun-21	
14	Penalties By-law	Target	Not yet begun
		01-Jun-21	
15	Committee Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
16	REMO By-law	Target	Recommendation received by REMO; recommended amendment to By-law on June 24, 2021 Council agenda.
		29-Jul-21	
16	Land-Use By-law and Municipal Planning Strategy	Plan Review Underway. Initial plan documents approved at Council on January 28, 2021 and posted on Plan MB website.	

Service Statistics - June 24, 2021

1	By-law Enforcement	May-21	Parking Tickets: 0	
		Notes: Continued patrols through town and continued public outreach RE dogs on leash and development of milestones for 2021/22. Responded to queries in respect to storage. Preliminary observations and research in respect to compliance of Civic Addressing By-law.		
2	Police Services (founded & SUI occurrences)	Q4 2021	99	Calendar YTD: 99
		Notes: None.		
3	Mahone Bay & District Fire Department	Jan-Mar	9	-
		Notes: MVCs: 1; Fire Alarms: 5; Mutal Aid: 1; Other: 2		
4	Traffic (Speed Signage)	Jan-Feb, 2021	<u>45 Pleasant</u> Av. Speed 27 / 50 Kph	<u>45 Pleasant</u> Av. Speed 25 / 50 Kph
		Mar-Apr, 2021	<u>83 Spruce</u> Av. Speed 17 / 50 Kph	<u>83 Spruce</u> Av. Speed 17 / 50 Kph
		Notes: One sign currently in use, purchase of two signs anticipated in 2021-22 budget.		
5	Solid Waste (Tonnage)	Dec. 2020	77.60	YTD: 774.44
		Notes: Recyclables = 14.37; Organics = 17.53; Garbage/Other = 38.18; Cardboard = 7.52.		
6	HOME Program	Leads: 50	Installations: 5	
		Notes: Ambassador engagement (Oct-Nov 2020) and installations to resume in 2021 when COVID-19 guidelines permit.		


7	Water Utility	Pumped	Q4 (monthly average): 17,176,667 Litres
		Treated	Q4 (monthly average): 15,165,667 Litres
		Sold	Q4 (monthly average): 5,549,300 Litres
8	Electrical Utility	Domestic	Q4: 2,638,308 kWh; YTD: 6,727,676 kWh
		Commercial	Q4: 263,053 kWh; YTD: 596,194 kWh
		Industrial	Q4: 1,508,000 kWh; YTD: 4,727,392 kWh
9	CodeRED Registrations	31/05/2021	Residential: 294; Business: 10; Email: 151; Text: 197
		30/04/2021	Residential: 293; Business: 10; Email: 152; Text: 197
		31/03/2021	Residential: 294; Business: 10; Email: 154; Text: 196
		28/02/2021	Residential: 290; Business: 10; Email: 153; Text: 192
		31/01/2021	Residential: 285; Business: 10; Email: 150; Text: 189
		31/12/2020	Residential: 285; Business: 10; Email: 146; Text: 189
		31/03/2020	Residential: 243; Business: 12; Email: 134; Text: 157

2021-25 Strategic Plan - June 24, 2021

Sustainable Municipal Services


[illegible]

2021-22 Budget - Operating Initiatives - June 24th, 2021

	Budget	YTD	
1 2021 Asset Management Project	\$12,000	\$0	Not Yet Begun
	Notes:		
2 Accessibility Operational Plan	\$25,000	\$0	Not Yet Begun
	Notes:		
3 Park Cemetery Mapping Project	\$4,000	\$0	Not Yet Begun
	Notes:		
4 MPS / LUB Update - Year 2	\$31,000	\$0	 50%
	Notes: Currently underway with Upland Planning and Design.		
5 Housing Strategy Development	\$30,000	\$0	Not Yet Begun
	Notes:		
6 Water System Diagnostics	\$60,000	\$0	Not Yet Begun
	Notes:		
7 Electric Utility Rate Study	\$5,000	\$0	Not Yet Begun
	Notes:		
8 Electric Utility "Grow the Load" Initiatives	\$12,000	\$0	Not Yet Begun
	Notes:		
9 Electrical System Diagnostics	\$50,000	\$0	Not Yet Begun
	Notes:		

2020-21 Budget - Capital Projects - June 24th

Town General

	Budget	YTD	
1 Repair/Renovate Town Hall Facility	\$200,000	\$91,845.00	 75%
	Notes: Project is in final stages of completion. A final report on the project will be provided to Council on completion of work.		
2 Transportation Project 2021-22	\$120,000	\$1,058.00	Not Yet Begun
	Notes:		
3 Security Cameras	\$4,000	\$0.00	Not Yet Begun
	Notes:		
4 Install New Sewer Services (as needed)	\$10,000	\$0.00	Not Yet Begun
	Notes:		
5 Replace Lift Station Pump (Small Pump)	\$12,000	\$0.00	Not Yet Begun
	Notes:		
6 Sea Level Rise/Storm Protection (Edgewater St.)	\$349,800	\$3,128.00	Not Yet Begun
	Notes: Continuing 2020-21 operating initiative for development of educational materials including 3D model, supporting Coastal Action pilot.		
7 Purchase EV for Demonstration	\$30,000	\$0.00	Not Yet Begun
	Notes:		
8 Solar Garden Development	\$5,805,686	\$0.00	Not Yet Begun
	Notes:		

9 Fix/Repair Bayview Cemetery Fence	\$50,000	\$0.00	Not Yet Begun
	Notes:		
10 Renovate Comfort Station for Year Round Use	\$6,000	\$0.00	Not Yet Begun
	Notes:		
11 Drill Well at VIC (as needed)	\$10,000	\$0.00	Not Yet Begun
	Notes:		
12 Lift Station Repairs	\$40,000	\$0.00	Not Yet Begun
	Notes:		
13 Speed Signs	\$10,000	\$0.00	Not Yet Begun
	Notes:		
14 PAA Pilot Project	\$32,000	\$3,953.00	Not Yet Begun
	Notes: Project is in final stages of completion with staff implementing the recommendations of the final report.		
15 Waste Receptacles	\$12,000	\$0.00	Not Yet Begun
	Notes:		
16 Aquatic Garden Entrance	\$20,000	\$0.00	Not Yet Begun
	Notes:		
	\$5,000	\$0.00	Not Yet Begun

17	Wharf Repairs (as needed)	Notes:				
18	Bandstand - Phase 3	\$20,000	\$0.00	Not Yet Begun		
		Notes: Staff preparing external funding applications.				
19	Town Hall Furnishings - Furniture & Equipment	\$15,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	
		Notes: In Progress.				
20	Home Heating Program - Town Portion	\$50,000	\$0.00	Not Yet Begun		
		Notes:				
21	Line Replacement - Fairmont to Civic 794 Main	\$448,350	\$0.00	Not Yet Beaun		
		Notes: Waiting on ICIP Funding				
22	Line Replacement - Cherry Lane to Long Hill Rd.	\$1,355,725	\$0.00	Not Yet Begun		
		Notes: Waiting on ICIP Funding				
23	Line Replacement - Main St. West - Civic 5 to Civic 147	\$163,705	\$0.00	Not Yet Beaun		
		Notes: Waiting on ICIP Funding				
24	Line Replacement - Long Hill Rd. to WTP	\$782,145	\$0.00	Not Yet Beaun		
		Notes: Waiting on ICIP Funding				
25	Line Extension - Main St. East - Civic 932 to Civic 994	\$132,965	\$0.00	Not Yet Begun		
		Notes: Waiting on ICIP Funding				

Fire Services				
1	Build New Fire Station	\$3,052,000	\$292,551.00	Not Yet Begun
		Notes:		
2	New Digital Radio's and Pagers	\$12,500	\$0.00	Not Yet Begun
		Notes:		
3	Replace Pumper Truck	\$675,000	\$0.00	Not Yet Begun
		Notes:		
4	iPads for Fire Vehicles	\$2,700	\$0.00	Not Yet Begun
		Notes:		
5	New Bunker Gear	\$15,600	\$0.00	Not Yet Begun
		Notes: As required.		
6	BA Face Masks with Glasses	\$5,000	\$0.00	Not Yet Begun
		Notes:		
Water Utility				
1	Connection of New Water Services	\$5,000	\$0.00	Not Yet Begun
		Notes: As required.		
2	Replace Hydrants as Needed	\$5,000	\$0.00	Not Yet Begun
		Notes:		
3	Install Water Meters as Required	\$3,000	\$0.00	Not Yet Begun
		Notes:		

4	Install Corrosion Coating in Chemical Room	\$10,000	\$0.00	Not Yet Begun
	Notes:			
5	Deadend Flushings - System Extremities	\$13,000	\$0.00	Not Yet Begun
	Notes:			
6	Install Security Cameras	\$4,000	\$0.00	Not Yet Begun
	Notes:			
7	Install Level Control Valves	\$2,500	\$0.00	Not Yet Begun
	Notes:			
8	Flow Meter at Water Treatment Plant	\$3,000	\$0.00	Not Yet Begun
	Notes:			
9	Rebuild Pump #1	\$5,000	\$0.00	Not Yet Begun
	Notes:			
10	Repair Roof on Old Water Pump House	\$4,500	\$0.00	Not Yet Begun
	Notes:			
11	Exterior Walls at Water Treatment Plant	\$15,000	\$0.00	Not Yet Begun
	Notes:			
12	Replace Compressor at Water Treatment Plant	\$9,500	\$0.00	Not Yet Begun
	Notes:			
13	Line Replacement - Fairmont to Civic 794 Main	\$448,350	\$0.00	Not Yet Begun
	Notes: Waiting on ICIP Funding			
14	Line Replacement - Cherry Lane to Long Hill Rd.	\$1,355,725	\$0.00	Not Yet Begun
	Notes: Waiting on ICIP Funding			
15	Line Replacement - Main St. West - Civic 5 to Civic 147	\$163,705	\$0.00	Not Yet Begun
	Notes: Waiting on ICIP Funding			

16	Line Replacement - Long Hill to Water Treatment Plant	\$782,145	\$0.00	Not Yet Begun
		Notes: Waiting on ICIP Funding		
17	Line Extension - Main St. East - Civic 932 to Civic 994	\$132,965	\$0.00	Not Yet Begun
		Notes: Waiting on ICIP Funding		
18	Service Extensions - Fairmont St.	\$100,000	\$0.00	Not Yet Begun
		Notes: Waiting on ICIP Funding		
Electric Utility				
1	Pole / Line Replacement as Required	\$25,000	\$0.00	Not Yet Begun
		Notes: As required.		
2	New Lines from Longhill to Blockhouse	\$60,000	\$0.00	Not Yet Begun
		Notes:		
3	Pad Mount Transformers	\$100,000	\$0.00	Not Yet Begun
		Notes:		
4	Replacement of Edgewater Street Lamps	\$20,000	\$0.00	Not Yet Begun
		Notes:		
5	New Digital Meters (As Needed)	\$11,000	\$0.00	Not Yet Begun
		Notes:		
6	Home Heating Program (Utility Portion)	\$50,000	\$0.00	Not Yet Begun
		Notes:		
7	New Transformers (As Needed)	\$35,000	\$0.00	Not Yet Begun
		Notes:		

ANNUAL REPORT 2021





LOOKING AHEAD

AREA and the Towns have a proven track record of emissions reduction, but we need to do more. The bar for bold environmental action is getting higher, requiring us to adapt and continue to innovate.

The federal and provincial governments have made it clear that this decade will bring transformational change to the economy and energy sector. Carbon pricing will increase nationally to \$170/tCO₂ along with higher emissions reduction targets of 40-45% from 2005 levels by 2030. Additionally, the province announced an ambitious plan to phase out coal-fired electricity by transitioning to 80% renewable energy by 2030.

Significant new programming and funding commitments have been made along with these policy announcements. These include the federal commitment of \$1 billion towards Smart Renewables and Electrification Pathways Program (SREP), the provincial Green Choice Program, the Shared Solar Program, and more.

As these commitments have already been made, this money will go to support clean energy projects in communities across the country. AREA has a responsibility to use any channels available to provide affordable, clean energy to the Towns we serve. AREA's entrepreneurial spirit, combined with the competitive advantages of municipalities, means we can leverage these opportunities to attract investment from new programs by delivering on the climate change ambitions of the other levels of government. We need to act. These funds and programs will not be available indefinitely.

While we are ambitious and driven to do more when we can, we are fully committed to the roots of our organization and will always do the projects we started with an equal priority to our new ventures. New projects and funding can result in the following benefits for the Towns, increased regulatory certainty against NSPI, reduced costs and carbon content risks, increased dividends, and increased economic activity and job creation.

The strengthening of AREAs bench through our skills redundancy activities will allow us to refine our project development strategy for screening new opportunities and securing funding to ensure the maximum benefits are returned to the Towns. This means continuing to explore opportunities for strategic electrification, smart infrastructure investments and firm capacity, among many others.

We look forward to working on the Towns' priorities and project ideas to advance environmental and economic sustainability together.

Acting today to preserve tomorrow

AREA IN NUMBERS

MILLIONS
DIVIDENDS
PAID TO TOWNS

6,700+
UTILITY CUSTOMERS

5 YEARS
OF OPERATION

\$51 MILLION
IN TOTAL ASSETS

MILLIONS
WHOLESALE POWER SAVINGS

10 TURBINES
23.5 MW

84%
CLEAN ENERGY

192,335
SAVED tCO_{2eq}

\$10+ MILLION

TOTAL BENEFIT TO TOWNS & MEUS

ELLERSHOUSE WIND FARM

AREA has shown resiliency through the Covid-19 pandemic and continued to achieve its financial and operational budgets. The Ellershouse asset remains healthy and operationally sound. It continues to generate more electricity than originally expected. The chart below illustrates that this fiscal 2020 / 2021 continues the over-performance trend.

Fiscal Year 2020 / 2021 Production Exceeds Budget by 4.5%

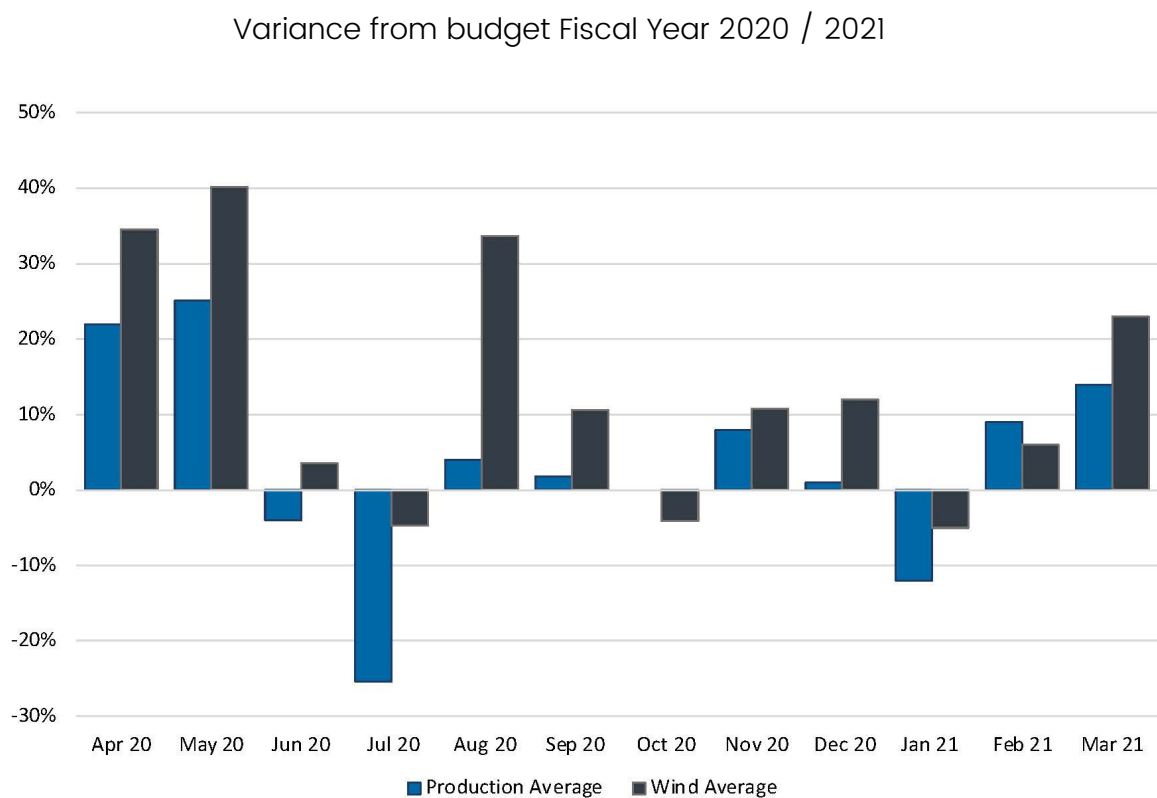
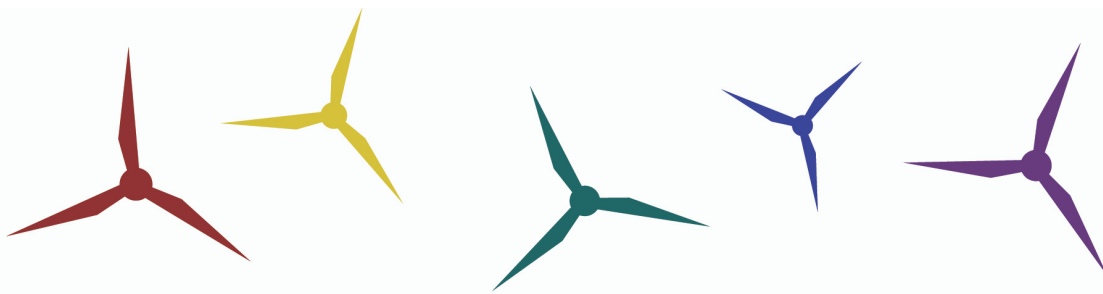


Figure 1

AREA has used the investment decision estimated annual energy generation amount as the budgeting baseline since inception. Ellershouse has consistently overperformed relative to that baseline and we are therefore making an adjustment. This change will result in a more accurate reflection of our business prospects which enables better operational decisions that will preserve the lifetime of the asset. Wind production variability mainly affects (i) the monthly quantity of top-up energy rebated to the MEUs and (ii) the monthly quantity of spill energy paid for by NSPI. Given that the wind variability is linked to top-up and spill energy costs, the budget has been based around NSPI's top-up/spill balancing point, which is revised annually and set for a calendar year.

2021



AREA staff believe that 2020 top-up and spill costs are the best estimates for the Fiscal 21/22 budget and the wind energy production variances are now baselined to the 2020 monthly production amounts. The April and May numbers reflect comparisons to the new baseline methodology as shown in FIGURE 2 below.

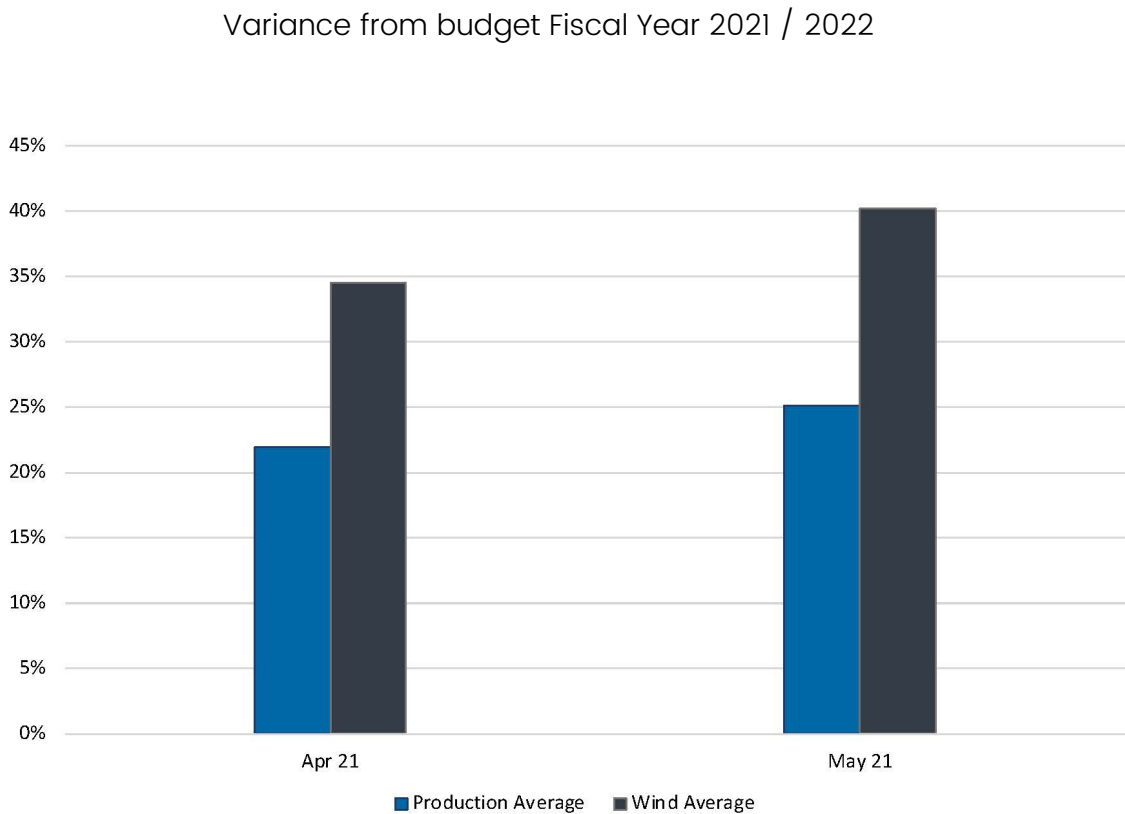


Figure 2

Enercon continues to exceed performance in the wind turbine operations and maintenance contract.

As a reminder, we hired Cormorant Utility Services via RFP to perform the comprehensive five-year substation maintenance and testing program in September 2020. We paid Strum Engineering to review the Cormorant final report, and everyone agrees that the substation remains in great shape with no foreseeable issue that will reduce its expected lifetime. AREA will be replacing the battery bank inside the substation building and other small one-off components in the substation in Fiscal 21/22.

NSPI curtails wind farm production in the province from time to time when the system usage ranges between 800MW-1000MW. Ellershouse has experienced 42 of these occurrences in Fiscal 20/21 resulting in roughly \$64,400 of delayed revenue opportunities. We consider any downtime as delayed, instead of lost, energy because the turbines have a lifetime measured in MWh, not in years. So whatever production is not realized this year will be extracted at the end of the turbine's economic lifetime. Having said that, delaying \$64,000 worth of revenue each year is a motivation for AREA staff to review energy storage concepts in Fiscal 21/22. This dynamic will grow in importance as the province adds incremental wind energy to achieve decarbonization.

BACK UP TOP UP



Since our most recent AREA Board Q2 update in March 2021, we added NERA Economic Consulting, at the strong recommendation of McInnes Cooper, to our team of independent experts. Their addition enables AREA to best place our local expert's (Bill Marshall) evidence into the broader context of North American wholesale markets. NERA has provided an excellent rebuttal to NSPI's position that we are being subsidized by NSPI's other ratepayers. The hearing is on June 16, and those interested can watch from the NSUARB website.

The last two Board updates indicated that AREA staff were working on alternatives to NSPI's back-up and balancing services. Unfortunately, the City of Summerside has not responded to our request to discuss opportunities for us to make joint use of their dispatchable assets. We then commissioned an engineering firm to produce a cost estimate for adding 32MW of used diesel generators located at Ellershouse, confirming that such provides significant value relative to NSPI's requested increased BUTU fees. We are conducting detailed modelling of the diesel generator opportunity, but we would like to await the outcome of Provincial wind and energy storage RFPs, on which we may piggyback, before finalizing a diesel sizing business case. A significantly unfavourable UARB ruling on NSPI's BUTU requested changes would expedite further consideration of the diesel project.

We recently presented to the Minister and Deputy Minister of the NS Department of Energy & Mines and received a favourable audience on our competitive market and decarbonization initiatives. We also noted that AREA and the MEUs have spent close to \$1 million in staff and external costs defending the opening of the wholesale marketplace that delivers the significant value outlined on page 3.

SOLAR FOR EVERYONE

AREA is developing 9MW of community solar gardens, on behalf of the Towns. This is the largest community solar initiative in the country where ratepayers can participate in the benefits of solar with their Town. Annually the community solar gardens will produce enough clean energy to power 1000 homes and will increase the total installed solar capacity in Nova Scotia by over 30%.

AREA has closed non-committal Requests for Proposals (RFPs) for both equipment and construction services to ensure we can hit the ground running when the funding is awarded.

AREA is still in discussions with vendors to take advantage of new market trends (ex. larger, more efficient modules) while mitigating procurement risks (ex. variability in steel and other commodity pricing). The results so far show that the projects can be delivered on budget compared to the financials presented previously to Town Councils and to AREA's Board of Directors.

Additionally, AREA is developing a comprehensive customer-facing strategy to market the solar gardens to customers, which has been budgeted as part of the ICIP funding application. Highlights of the marketing strategy will include:

- Direct mail brochures, pamphlets, and bill stuffers
- Deployment of Community Ambassadors - Covid-19 dependent
- One open house event per Town
- A dedicated toll-free Community Solar telephone line for customer questions and information
- Developing a website and social media accounts for the Community Solar Gardens
- Comprehensive social media marketing campaign across multiple platforms





BUILDING A STRONGER BENCH

The continued stability in leadership and critical tasks makes our skills redundancy planning process one of the top priorities at AREA. Knowing where to build a bench lineup in the organization requires a systematic effort to ensure continuity, retain and develop intellectual and knowledge capital for the future, and encourage individual advancement. It means identifying roles and tasks critical to AREA's competitive advantage or roles specific to our industry niche and those with lengthy learning curves or reliance on experiential learning.

We have identified nineteen tasks and roles critical to AREA's stability and financial future so far, with the next step being training of staff within AREA. The objective is to create a roadmap for redundancy and a clear development and training plan where needed. The tasks and roles have been scored according to their impact on the business, and AREA staff will execute the associated training plan over the next twelve months.

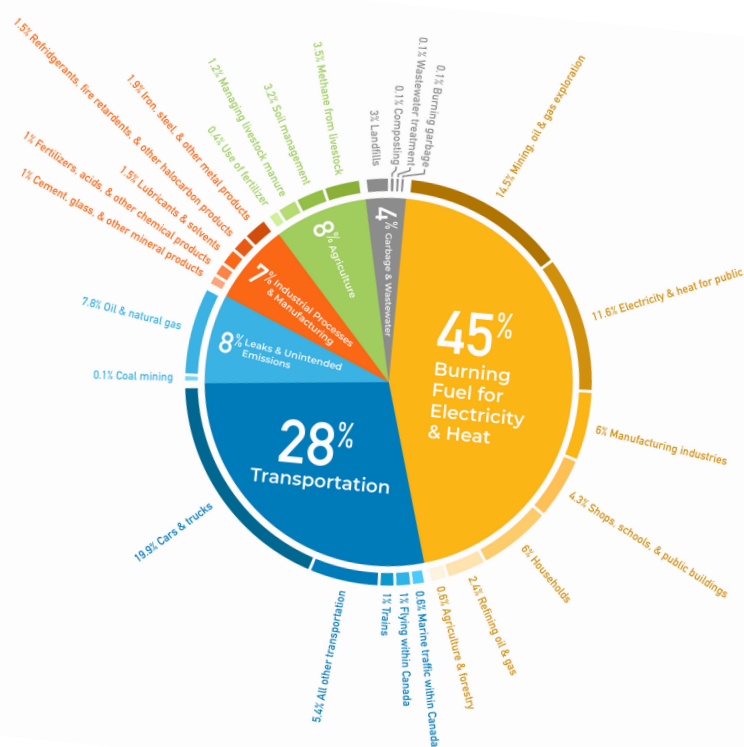
In addition to the above, AREA ran a Request For Standing Offers (RFSO) process in February 2021 that delivered interest in all three major scopes, Windfarm operations, Regulatory and Management support and Environmental Services. We identified a group of well-qualified and experienced consultants to assist in our rate design and regulatory activities, a list of suppliers positioned to help with maintenance and operational activities for Ellershouse and the MEUs and consultants to help with any Environmental services.

ELECTRIFY EVERYTHING

Across the world, calls for climate action are getting louder and can no longer be ignored by politicians and industry. Consumers are turning towards brands and governments to deliver solutions and a path to carbon neutrality. We have an opportunity to influence the choices consumers make daily, monthly, annually or once in a while by providing sustainable alternatives.

AREA projects address both these big emitters. By far, the biggest emitters of GHG in Canada come from the combustion of fossil fuels to make energy, including heat and electricity, with the transportation sector being the second-leading source of GHGs.

With the Ellershouse Wind Farm, Solar Gardens and import activities we are cleaning up our supply. With our customer programs, we are addressing cleaner heat sources through our HOME program and cleaner transportation by building charging infrastructure.



We have seen tremendous interest in the HOME program, with 254 assessments and 41 installs completed. These activities have happened between two lock-down orders and two holiday periods.

The uncertainty created by the Covid-19 pandemic has hampered our ability to continuously promote the HOME program and delayed the installation of more units.

With the support of the Towns, AREA will resume our marketing campaign in June to make use of the opportunity that restrictions are being eased, warmer weather is on the way, and the new federal "Greener Homes Rebate Program." The HOME program Administrator will contact customers that have had an assessment done but have not moved forward with an installation directly during this campaign to motivate action and deliver further support. The HOME program now requires little AREA staff time, other than marketing efforts and no financial contributions from the Towns or AREA. We are optimistic that we will see greater uptake as the pandemic subsides.

CHANGING OUR ROADS



The transportation sector contributes 27% of GHGs in Canada. Here, cars and trucks, including personal vehicles and commercial vehicles, share the largest slice of the pie. Electric and hybrid vehicle technologies can help lower emissions, improve air quality in our communities while also reducing noise pollution. Equally important steps would be building more bike paths, improve public transport and investing in shared mobility.

AREA and the towns have taken the important step of investing in charging infrastructure for electric vehicles. Charging units for Antigonish and Mahone Bay have been delivered, with installation plans in the making. The charging units for Berwick will be delivered by the end of June when they will also commence with installation. We plan to have all charging units operational and visible on all electric vehicle charging applications by Fall 2021.

Due to the third Covid-19 wave, planned electric vehicle test drives hosted by Next Ride were postponed. Next Ride has indicated that they are comfortable resuming test drives, and together with AREA and the towns, we will schedule new dates in the Spring and early Summer. We look forward to continuing to inform and promote the switch to electric vehicles in our communities.

The introduction of provincial incentives stacked up alongside the federal incentives is forecasted to result in a 70% increase in EV adoption in Nova Scotia, meaning we could see as many as 30,000 electric vehicles on the road by 2030.

There is a significant upside to the Towns accelerating the conversion to electric vehicles, 5 tonnes per year of annual carbon savings per EV to name but one.



MEMORANDUM

TO: Council

FROM: Maureen Hughes, Town Clerk & Deputy CAO

DATE: June 24, 2021

RE: Appointment of Building Inspector

The Town of Mahone Bay has been advised by the Municipality of the District of Lunenburg that their employee, Reid Whynot, has been qualified as a Building Inspector with Residential Qualification.

As the municipalities in Lunenburg County work toward a shared building inspection service, and currently support each other in staffing in the event of staff turnover and/or absences, staff request that Council appoint Mr. Whynot as a Building Inspector for the Town of Mahone Bay. This appointment at Council then allows staff to pursue the necessary steps to ensure that Mr. Whynot will be able to perform building inspections in the Town of Mahone Bay, should his services be required.

It is therefore recommended that at the June 24, 2021 meeting of Council that the following motion be approved:

THAT Reid Whynot be appointed as a Building Inspector for the Town of Mahone Bay effective June 24, 2021 and until such time as that appointment is revoked.

Respectfully submitted,

A handwritten signature in purple ink, appearing to read "Maureen Hughes", is written over a light blue diamond-shaped graphic.

Maureen Hughes
Town Clerk & Deputy CAO

Attached: Notification from Nova Scotia Building Code Training & Certification Board



NOVA SCOTIA BUILDING CODE TRAINING &
CERTIFICATION BOARD
PO BOX 8102 | HALIFAX, NS | B3K 5L8
902.850.6726

April 14, 2021

Ryan Whynot
10 Allee Champlain Drive
Cookville, NS B4V 9E4

Dear Ryan,

Your application for Residential Qualification has been approved by the Nova Scotia Building Code Training & Certification Board today, April 14, 2021.

Congratulations!

You can only administer and enforce the provisions of the *Nova Scotia Building Code Act* and regulations within the scope that you hold a valid Diploma of Qualification from the NSBCTCB in Nova Scotia.

Your scope of practice includes field inspections of 1- & 2-unit Group C Buildings, their accessory buildings, and decks covered under the *Nova Scotia Building Code Act* Part 9.

Regards,

A handwritten signature in blue ink, appearing to be "AD", with a large loop at the end.

Amanda Deschamps
Registrar | NSBCTCB
director@nsboa.ca



Town of Mahone Bay

Staff Report

RE: Proposed Amendment to Regional
Emergency Management By-law

June 24, 2021

General Overview:

This report is to provide Council with information on the Town's current Regional Emergency Management By-law as well as a recommendation to adopt an amended by-law.

Background:

Staff received a report from the Angela Henhoeffler, Regional Emergency Management Coordinator (REMC), with a recommendation for Councils in the Lunenburg County REMO to amend their REMO By-laws as inconsistencies have been noted in the existing by-laws.

Analysis:

The recommendation from the REMC (attached) to update REMO By-laws in Lunenburg County noted that the 2017 Inter-Municipal Services Agreement is not referenced in the By-laws, as it should be, as well as a number of other inconsistencies.

Specific amendments in the attached draft by-law address the inclusion of the Town of Lunenburg in the Lunenburg County REMO, reference to the appropriate Minister and Deputy Minister, and providing more clarity surrounding the procedure for declaring a state of emergency, as well as addressing numbering errors and other examples of what would be considered housekeeping amendments.

Financial Analysis:

There are no financial implications for the adoption of the attached draft amended by-law aside from the regular costs associated with advertising the draft by-law according to regulation.

Links to Strategic Plan:

3.2 Governance to Meet Expectations of our Growing Community

- Update policies and by-laws to support effective governance and strategic plan implementation

Recommendation:

It is recommended, that at the June 24, 2021 meeting of Council

THAT Council provide first reading of the draft REMO By-law and that a Public Hearing be set for July 29, 2021.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Maureen Hughes'.

Maureen Hughes

Town Clerk and Deputy CAO



**BRIEFING NOTE TO COUNCIL
FOR INFORMATION AND APPROVAL****TOPIC / PURPOSE**

The Emergency Management Bylaw does not reflect the 2017 Inter-Municipal Services Agreement (IMSA) and there is no consistency between the bylaws of the five municipal units.

BACKGROUND

- The Nova Scotia *Emergency Management Act* states the **responsibility for the health and welfare of the public rests with the elected officials of a municipal government**. Every municipality must be prepared within its own capabilities to meet any threat that may arise from emergencies or disasters.
- Given the proximity and the ability to increase efficiency of resources among municipal units, a regional approach was taken.
- REMO is the Regional Emergency Management Organization and at different times the municipal units joined for shared services as it relates to emergency management through an Inter-Municipal Services Agreement (IMSA):
 - Municipality of the District of Lunenburg (MODL) and Town of Bridgewater (BW) January 10, 1994
 - Town of Mahone Bay (TOMB) and Municipality of the District of Chester (MOC) joined August 5, 2005
 - Town of Lunenburg (TOL) joined January 18, 2017
- Following the IMSA being updated the municipal units need to update their internal Bylaw to reflect the changes. The current Emergency Management Bylaws were last updated:

○ TOMB	Bylaw 10	January 13, 2015	Suggest small adjustments to Bylaw/Chapter
○ BW	Chapter 13	August 11, 2014	
○ MOC	Bylaw 146	April 13, 2014	
○ MODL	Bylaw 22	March 8, 2005	Suggest repeal and replace with new Bylaw
○ TOL	Bylaw 30	June 24, 1993	
- Although the latest IMSA was signed by the five units in 2017, the letter was not sent to Municipal Affairs and therefore the province continued to recognize the REMO being made up of four municipal units.
 - On April 12, 2021, the Province approved the amended IMSA dated January 18, 2017 for the regional structure to reflect all five units.

INTER-MUNICIPAL SERVICES AGREEMENT

- The IMSA outlines the purpose of REMO to provide for the planning and coordinated response to an emergency occurring within Lunenburg County.
- MODL is the Host Municipality for the Emergency Coordination Centre (ECC) and is responsible of the financial, minute taking/reporting, insurance, and the home of the Emergency Management Coordinator (EMC) (Chester is the secondary ECC).
- Each municipality must have an Assistant Emergency Management Coordinator (AEC).

- The budget for REMO is divided based on uniform assessment, budget is presented by February 1 each year and is approved by two municipal units representing at least 51%.

REMO ADVISORY COMMITTEE (REMAC)

- The REMO Advisory Committee is responsible for the direction and management of emergency preparedness activities and advises the appointing Councils.
- Mayor/Warden plus one elected official (or alternate) represents each municipal unit, each person having one vote. Quorum for meetings shall be 50% plus one.
- Per Section 9(b) of the *Act*, “The Minister may designate a combination of municipalities or parts thereof as a municipality for the purpose of this Act”, allowing REMO Advisory to vote on behalf of its Councils without having items having to go to individual Councils.
- There has been one State of Local Emergency (SOLE) declared for the Hebbville area flooding on May 25, 2005.

KEY CONSIDERATIONS

- TOMB, BW, and MOC updated their bylaws in 2014/15 therefore only small suggestions were requested for accuracy and consistency to include the latest addition of TOL.
- MODL and TOL have the most outdated bylaws and do not reflect the latest IMSA therefore the suggestion is to repeal and replace the existing bylaws.

RECOMMENDATION

- It is recommended that Council amend, or repeal and replace their existing Bylaw.

ATTACHMENT(S): Inter Municipal Services Agreement dated January 18, 2017
Approval Letter from the Province dated April 12, 2021
Regional Emergency Management Bylaw DRAFT

CONTACT: Angela Henhoeffter, Regional Emergency Management Coordinator
(902) 930-1085 or Angela.Henhoeffter@modl.ca

Town of Mahone Bay

Regional Emergency Management By-Law

By-Law #10

SECTION 1: GENERAL

1. This By-Law may be cited as the "Regional Emergency Management By-Law" to render mutual aid and joint provisions of services and facilities to provide for a prompt, effective and coordinated response to an emergency within the territories of the participating Municipalities of the Municipality of the District of Lunenburg, the Municipality of the District of Chester, the Town of Bridgewater and the Town of Mahone Bay.

SECTION 2: DEFINITIONS

1. In this By-Law,
 - a. "Act" means the *Emergency Management Act*, R.S.N.S. 1990, as amended from time to time;
 - b. "State of Emergency Regulations" means regulations approved by the Governor in Council by Order in Council 92-61, Regulation 17/92, as amended from time to time;
 - c. "Agreement" means the Inter-Municipal Emergency Services Agreement, dated April 15, 2011, among the participating Municipalities and as amended from time to time;
 - d. "Minister" means the Minister of Justice of the Province of Nova Scotia;
 - e. "Deputy Minister" means the Deputy Minister of Justice of Nova Scotia;
 - f. "Councils" means the Councils of the participating Municipalities (Municipality of the District of Lunenburg, the Municipality of the District of Chester, the Town of Bridgewater and the Town of Mahone Bay);
 - g. "Region" means all territories within the participating Municipalities;
 - h. "State of Local Emergency" means a state of local emergency declared (renewed or terminated) by the Council, Mayor or Warden of a participating Municipality;
 - i. "Regional Emergency Operations Center" (REOC) means the REMO operations centers as established, equipped and serviced per the Agreement;

SECTION 3: RESPONSIBILITIES FOR EMERGENCY MANAGEMENT

- 1) The Councils, in accordance with the Agreement;
 - a) shall appoint and maintain a Regional Emergency Management Organization (REMO) responsible for the planning and the coordination of emergency services delivery and consisting of a Regional Emergency Management Advisory Committee (REMAC), a Regional Emergency Management Planning Committee (REMPC), a Regional Emergency Management Coordinator (REMC) and for each participating Municipality, an Assistant Emergency Coordinator (AEC);

- b) declare, renew or terminate a State of Local Emergency, as outlined in the Regulations as may be required and if unavailable in a timely manner, permit the Mayor/Warden of the affected participating Municipality(s) to make such declarations;
 - c) shall cause the Emergency Management Plan or any part thereof to be implemented and may do everything necessary for the protection of property and the health or safety of persons pursuant to Section 14 of the Act;
 - d) may appropriate and expend monies to pay reasonable expenses of members of the REMO and to fulfill the terms and conditions of any agreement approved by the Councils;
- 2) The REMAC, in accordance with the Agreement;
- a) is responsible during a State of Local Emergency for the executive direction and management of emergency plans and activities within the Region and for advice to Councils pursuant to the Act;
 - b) recommends to Councils, Mayor or Warden, the Declaration (Renewal and Termination) of a State of Local Emergency, as outlined in the State of Emergency Regulations;
 - c) shall deliver a copy of any signed Declaration (Renewal and Termination) of a State of Local Emergency to the Emergency Management Office of Nova Scotia and the Minister and ensure that such Declarations are communicated effectively to the people of the area(s) affected;
 - e. with the approval of Councils may enter into agreements with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or any person;
- 3) The REMC, as appointed by the REMAC, in accordance with the Agreement;
- a) shall chair the REMPC and co-ordinate, prepare and maintain emergency management plans;
 - b) shall, pursuant to Section 10 A of the Act, inform the Emergency Management Office (EMO) of any real or anticipated event or emergency and upon activation of a REOC or the Declaration of State of Local Emergency, prescribe, as necessary, duties to be fulfilled by employees, servants and agents of the municipality and co-ordinate REOC activities with the EMO;
- 4) The REMPC in accordance with the Agreement;
- a) shall include, but not be limited to, persons responsible during an emergency to provide health, law enforcement, fire, utilities, communications, transportation, public works, financial, legal or other essential community services;
 - b) shall provide recommendations to the REMC for the purpose of the development of regional emergency management plans, policy and procedures for the Region and provide briefings as requested by Council;

SECTION 4: RESPONSIBILITIES OF OTHERS IN A STATE OF LOCAL EMERGENCY

Following the Declaration of a State of Local Emergency and for the duration of such, every councillor, employee and agent of the participating Municipality who has a key role in the execution of the emergency management plans shall fulfil such duties as may be required according to the emergency plans.

SECTION 5

The existing Emergency Measures By-Law #10 of the Town of Mahone Bay (2006) is hereby repealed upon the coming into effect of this By-Law.


C. Joe Feeney, Mayor
James A. Wentzell, CAO**Clerk's Notation**

FIRST READING:	November 27, 2014
"NOTICE OF INTENT" PUBLICATION:	December 10, 2014
SECOND READING:	January 13, 2015
MINISTERIAL APPROVAL:	
DATE OF PUBLISHING:	January 21, 2015
FORWARDED TO THE MINISTER:	January 23, 2015
FORWARDED TO TOWN WEBSITE:	January 22, 2015

1.0 General

This By-law may be cited as the “Regional Emergency Management By-law” to render mutual aid and joint provisions of services and facilities to provide for a prompt, effective and coordinated response to an emergency within the territories of the participating municipalities of the Municipality of the District of Lunenburg; the Municipality of the District of Chester; the Town of Bridgewater; the Town of Mahone Bay, and the Town of Lunenburg.

2.0 Definitions

In this By-law:

- a) “Act” means the *Emergency Management Act*, S.N.S., 1990, as amended from time to time;
- b) “State of Emergency Regulations” means regulations approved by the Governor in Council by Order in Council 92-61, Regulation 17/92, as amended from time to time;
- c) “Agreement” means the Inter-Municipal Emergency Services Agreement, dated January 18, 2017, among the participating Municipalities and as amended from time to time;
- d) “Minister” means the Minister responsible for Emergency Management of the Province of Nova Scotia;
- e) “Deputy Minister” means the Deputy Minister responsible for Emergency Management of the Province Nova Scotia;
- f) “Councils” means the Councils of the participating Municipalities (Municipality of the District of Lunenburg, the Municipality of the District of Chester, the Town of Bridgewater, the Town of Mahone Bay, and the Town of Lunenburg);
- g) “Region” means all territories within the participating Municipalities;
- h) “State of Local Emergency” means a state of a local emergency declared, renewed, or terminated by the Council, Mayor, or Warden of a participating Municipality;

- i) “Regional Emergency Operations Centre (REOC)” means the Regional Emergency Management Organization (REMO) operation centre as established, equipped, and serviced per the Agreement.

3.0 Responsibilities for Emergency Management

3.1 The Councils, in accordance with the Agreement:

- a) shall appoint and maintain a Regional Emergency Management Organization (REMO) responsible for the planning and the coordination of emergency services delivery and consist of:
 - i. a Regional Emergency Management Advisory Committee (REMAC);
 - ii. a Regional Emergency Management Planning Committee (REMPC);
 - iii. a Regional Emergency Management Coordinator (REMC); and
 - iv. for each participating Municipality, an Assistant Emergency Coordinator (AEC);
- b) declare, renew, or terminate a State of Local Emergency, as outlined in the State of Emergency Regulations as may be required and if unavailable in a timely manner, permit the Mayor or Warden of the affected participating Municipality(s) to make such declarations;
- c) shall cause the Emergency Management Plan or any part thereof to be implemented and may do everything necessary for the protection of property and the health and safety of persons pursuant to Section 14 of the Act;
- d) may appropriate and expend monies to pay reasonable expenses of members of REMO and to fulfill the terms and conditions of any agreement approved by the Councils;

3.2 REMAC, in accordance with the Agreement:

- a) is responsible during a State of Local Emergency for the executive direction and management of emergency plans and activities within the Region and for advice to Councils pursuant to the Act;
- b) recommends to Councils, Mayor or Warden, the declaration, renewal, or termination of a State of Local Emergency as outlined in the State of Emergency Regulations;
- c) shall deliver a copy of the signed Declaration, Renewal, or Termination of a State of Local Emergency to the Nova Scotia Emergency Management Office (NS EMO) and the Minister and ensure that such Declarations are communicated effectively to the people of the area(s) affected;

- d) with the approval of Councils, may enter into agreements with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or any person;

3.3 REMC, as appointed by the REMAC, in accordance with the Agreement:

- a) shall chair the REMPC and coordinate, prepare, and maintain emergency plans;
- b) shall, pursuant to Section 10A of the Act, inform the Nova Scotia Emergency Management Office of any real or anticipated event or emergency and upon activation of an REOC or the Declaration of State or Local Emergency, prescribe, as necessary, duties to be fulfilled by employees, servants, and agents of the municipality and coordinate the REOC activities with NS EMO;

3.4 REMPC in accordance with the Agreement:

- a) shall include, but not be limited to, persons responsible during an emergency to provide health, law enforcement, fire, utilities, communications, transportation, public works, financial, legal, or other essential community services;
- b) shall provide recommendations to REMC for the purpose of the development of regional emergency management plans, policy and procedures for the Region, and provide briefings as requested by Council.

4.0 Responsibilities of Others in a State of Local Emergency

Following the Declaration of a State of Local Emergency and for the duration of such, every Councillor, employee, and agent of the participating Municipality who has a key role in the execution of the emergency management plans, shall fulfill such duties as may be required according to the emergency plans.

5.0 Rules and Responsibilities

Previously adopted versions of The Town of Mahone Bay Emergency Management By-law are hereby “repealed and replaced” or “amended” upon the effective date of the adoption of this “Regional Emergency Management” By-law.

6.0 Force and Effect

This by-law is effective upon publication.

David W. Devenne, Mayor

Maureen Hughes, Town Clerk

This is to certify that the foregoing is a true copy of a by-law passed at a duly convened meeting of the Council of the Town of MAHONE BAY, held on the _____ day of _____, 2021.

Given under the hand of the Mayor and the Town Clerk and seal of the Town of Mahone Bay this _____ day of _____, 2021.

First Reading:	
"Notice of Intent" Publication:	
Second Reading:	
Ministerial Approval:	
Date of Publishing:	
Forwarded to the Minister:	
Forwarded to Town Website:	



Town of Mahone Bay

Staff Report

RE: Town Office Reopening Plans

June 24th, 2021

General Overview:

This report is intended to provide Council an update concerning the reopening of the Town Office which has been closed to the public as a result of COVID-19 precautions and renovation of the building.

Background:

When COVID-19 regulations were first imposed by the Province of Nova Scotia in March of 2020 the Mahone Bay Town Office was closed to the public with staff working remotely where possible; Council and committee meetings moved to videoconference format.

A project to renovate the Town Hall building – having been approved in 2019-20 but not begun, was included in the Town's 2020-21 budget, planned to take place during COVID-19 (while the building was closed to the public and staff and Council were set up to work remotely). The contract for renovations was awarded to Mid-Valley Construction who began work in late February.

Analysis:

The Province of Nova Scotia, having determined that the most recent COVID-19 outbreak is relatively controlled, has announced that there will be a phased reopening of the Provincial economy. We are currently in Phase 2 of the Province's reopening plan, with reason to expect Phase 3 by Mid-July.

Local businesses are reopening, as are various public facilities. The Town's comfort stations opened as usual this year, and the bandstand, ballfield and sports field have now resumed bookings (with certain activities awaiting the Provincial Phase 3). Town staff are working to support the Mahone Bay Civic Marina (Wooden Boat Society), Swimming Pool (Pool Society) and VIC (Mahone Bay Tourism and Chamber of Commerce) in their preparations to open for the season.

Renovation of the Town Office is nearly completed. Staff anticipate post-renovation cleaning and setup to take place in early July, preparing for public office hours and the phased return of staff beginning by mid-July. As soon as the renovations permit the drop box will be returned to the office. When the front doors reopen to the public a controlled flow of visitors – one at a time in the administration / finance office – will be permitted, until a future Provincial Phase removes physical distancing requirements.

The closure of the Town Office to the public in 2020 demonstrated the capacity of staff to continue to provide anticipated services remotely. While there is no doubt that there will be benefits to the phased return of staff to the building, the effectiveness of working remotely, and the applicability of flexible hours and schedules of work to various positions, has been noted by management and will continue to influence how Town staff work even as the direct impacts of COVID-19 are reduced.

The Province's phased reopening – and the soon-approaching completion of renovations to the Town Hall building – also provides Council the opportunity to consider returning to Chambers. The renovated Chambers will accommodate a range of options for Council members, including conducting physically-distanced meetings of Council should this be desired. Council could plan to resume regular Council meetings in the Chambers as early as the first regular meeting in September, following the usual August meeting break. Meetings can be livestreamed as they have been throughout the pandemic, with the public gallery returning when a future Provincial Phase removes physical distancing requirements.

For Committee meetings as well as some special meetings of Council – such as those over lunch-hours, during inclement weather, or with little notice – videoconference remains a proven option irrespective of the pandemic. It has been noted that Committee attendance has at times benefited from the videoconference platform, which may be more convenient for public member participation.

Financial Analysis:

Costs associated with reopening the Town Office following renovations to the building are anticipated to fall within the 2021-22 budgets approved by Council on May 27th, 2021. The Town has generally benefited from reduced operating costs with staff working remotely where possible, which are expected to return to normal levels, while increased janitorial requirements associated with COVID-19 contribute to an increase in operating costs as regular usage of the Town Hall resumes.

Strategic Plan:

2.3 Governance to Meet Expectations of our Growing Community

- **Align staff capacity, capital and operating plans with strategic plan**

Renovations to the Town Hall have improved functionality for staff, Council and visitors, as the office reopens.

Recommendation:

It is recommended,

THAT Council accept this report for information.

Attached for Council Review:

None

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



**Town of Mahone Bay
Staff Report
Re: GHG Reduction Plan
Implementation
June 24, 2021**

General Overview:

The purpose of this report is to provide Council with an update on the progress in implementing the approved Community Greenhouse Gas Reduction Action Plan and provide associated recommendations to Council.

Background:

On February 12th, 2019 the Town of Mahone Bay recognized the climate change emergency by resolution of Council.

On June 27th, 2019 the Town Council further resolved to join the Clean NS / Transition 2050 initiative, supporting the establishment of a community emissions baseline.

In February of 2020 the Province of Nova Scotia announced it was supporting the Town of Mahone Bay to develop a draft Community GHG Reduction Action Plan, under the Low-Carbon Communities Program.

On March 25th, 2021 the Town Council approved the adoption of a GHG Reduction Action Plan. The Plan can be reviewed [on the Town's website](#).

On May 27th, 2021 Council passed the Town's 2021-22 operating and capital budgets, including a number of projects and initiatives linked to the GHG Reduction Action Plan.

Analysis:

Council approved the Greenhouse Gas Reduction Action Plan (the "Plan") on March 25th, 2021. The next step for this Plan is implementation of the Plan to meet Milestone 4 of the Partners for Climate Protection Program. Successful implementation of the Plan will result in the Town of Mahone Bay transitioning to a Low Carbon Economy by 2050.

As noted in Section 11 of the Plan "Mahone Bay's Path Forward" several actions are due to move forward. Table 1 highlights the initial proposed timeline for those actions proposed to the end of this calendar year.

Table 1: Timeline for implementing GHG Reduction Actions for the 2021 calendar year.

Action	J	F	M	A	M	J	J	A	S	O	N	D
Develop, approve, and implement engagement as seen fit by Council & Approve Plan												
21/22 Climate Budget												
Determine Staff Position												
Form Advisory Committee												
Ambassador and Summer Staff												
Social Behaviour Campaigns & Customer Facing Initiative Outreach												
LCC Funding Application												
Capital Projects Planned for 21/22												
EV charger installation												
Solar Garden Installation												
Municipal EV												

As highlighted in Table 1, Council has approved the Plan, Climate Budget, and extension of the necessary staff position (Climate and Energy Program Manager). These are crucial steps toward initiating implementation.

Successful implementation of the Plan will also rely on community engagement and involvement to transition to more sustainable behaviors. To lead engagement campaigns through the Summer, the Town has hired Sarah Parolin as the Climate and Energy Intern, through the Clean Leadership Program (with funding from Clean Nova Scotia). Sarah will run educational campaigns regarding shopping local, active transportation, solid waste diversion, and eating environmentally conscious throughout the Summer while aiding in further data collection to supplement the household GHG database (and promoting existing programs). Summer staff and campaigns are on track as stated in Table 1.

The formation of a Climate Action Advisory Committee is recommended, as per Action #15 of the Plan, to be the main overseeing body to monitor progress of the Plan and to recommend Plan amendments to Council as new priorities and actions arise. Such as the recent submission from the Talking Trees community group highlighting the need for more detail and prioritization of natural assets in the Plan, which Council directed staff to consider in light of the Plan. This action was proposed to follow immediately from official adoption of the Plan.

Additionally, to ensure that all Plans, Policies and Council decisions are consistent with the climate action commitments made in the Plan, Staff also recommend the inclusion of a “Climate Analysis” in any staff report that may implicate the climate. Current policies and plans must also consider climate implications and be consistent with the Town’s path toward a low carbon economy. This includes amendments to the Asset Management Policy to ensure climate mitigation considerations play a role in decision-making.

Three capital projects/actions were also proposed to begin this year:

EV Chargers:

Though delayed in initial installation, five of the eight chargers are likely to be installed by the end of July. This includes the Town Hall single charger, a charger at the Marina, and a dual charger on Clairmont Street (previously planned for Edgewater Street). Agreements and locations continue to be finalized for the Mahone Bay Center and Fire Hall chargers.

Solar Garden:

AREA and Staff have been finalizing preliminary studies and working with landowners to finalize plans for upgraded electrical service and associated access to the wastewater treatment plant property. AREA and Staff are ready to begin solar garden construction and associated community engagement upon confirmation of Provincial / Federal funds.

Municipal EV:

It was proposed the Town invest in an electric vehicle this year which was also included in the approved 2021/22 budget. Discussions regarding this purchase will resume once staff return to the office, when travel for meetings is necessary, and when it is safe for Staff and Council to make use of a shared vehicle.

Financial Analysis:

On May 27th, 2021 Council passed the Town's 2021-22 operating and capital budgets, including a number of projects and initiatives linked to the GHG Reduction Action Plan. The implementation of the Plan proceeds within established budgets and there are no direct financial costs associated with this report's recommendations.

Links to Strategic Plan:

3. Environmental Leadership:

- Implement community Greenhouse Gas (GHG) Reduction Action Plan

Recommendation:

It is recommended,

THAT Council

- Direct Staff to present an amended draft Asset Management Policy, to include climate mitigation considerations;
- Direct staff to amend Action #14 of the approved GHG Reduction Action Plan, in consideration of the submission from Talking Trees directed to staff, to include reference to a Natural Asset data collection and the development of an Urban Forest Master Plan as per Council's 2021-25 Strategic Plan;
- Direct Staff to implement Action #15 of the GHG Reduction Action Plan to establish a Climate Action Advisory Committee by presenting a draft schedule to the Committees Policy for Council's consideration; and,
- Direct staff to implement Action #16 of the GHG Reduction Action Plan to hereafter include a "Climate Analysis" on all Staff Reports that may have a positive or negative impact on climate.

Respectfully submitted,



Katherine Dorey

Climate and Energy Program Manager



The monthly meeting of the Town of Mahone Bay's Asset Management Committee was held on Thursday, June 17th, 2021 at 12:00 p.m. via videoconference.

Present:

Mayor D. Devenne
Deputy Mayor F. Kangata
Councilor R. Nowe
CAO D. Heide
Manager of Finance L. Wentzell
Climate & Energy Coordinator K. Dorey
B. Lewis
D. Waterfield
T. Merry

Absent:

M. Blair
L. Hennigar

Gallery: NONE

Approval of Agenda

CAO Heide noted the resignation of L. Hennigar from the committee and indicated that staff would readvertise to fill the vacancy.

A motion by Councilor R. Nowe, seconded by Deputy Mayor F. Kangata,
"THAT the agenda be approved as presented." Motion carried.

Approval of Minutes

A motion by Deputy Mayor F. Kangata, seconded by B. Lewis, **"THAT the minutes of the May 20th, 2021 Asset Management Committee be approved as presented."** Motion carried.

Recreational Assets Discussion

The discussion on Recreational Assets was a continuation of the discussion that was had during the May 20th, 2021 Meeting. CAO D. Heide reviewed the recommendations as provided in the MAMP Project report which included

several recommendations around the Town's various Recreational Assets. A discussion was had regarding the value of the public pool to the Town. With additional usership information the Town could make more informed decisions when determining the future investment and development goals of the pool (as well as other recreational assets). The sports field adjacent to the Mahone Bay Centre was also discussed. As with other asset classes, staff will incorporate notes from the committee's discussion into the draft asset management plans for further review and discussion.

Natural Assets Discussion

Next Natural Assets were discussed by the Committee. A discussion was had regarding how these assets differ from the other previously discussed Asset Classes as the condition and financial information readily available for other asset classes is not readily available for Natural Assets (and indeed they often behave different throughout their lifecycle, compared with manmade assets).

The Committee then reviewed and discussed the Asset Management Fact Sheet and Poster for Natural Assets. A particular discussion was had regarding how to manage Natural Assets in the community. It was mentioned that there are various Provincial and Federal regulations that private property owners need to adhere to. However, the Town currently does not have any By-Laws that regulate what citizens can do with Natural Assets on their private property. Additional engagement activities could be utilized to get public feedback on the appropriate approach by the Town in the regulation of Natural Assets on private property. It was suggested that the Committee could determine their stance on regulation of Natural Assets based on feedback received by the community and forward that recommendation to Council for consideration.

CAO D. Heide then briefly discussed the need to identify all town-owned Natural Assets as a part of the Town's asset management program. The replacement costs would be difficult to obtain, but best practice would be to base this on the equivalent cost to build a manmade structure to replace that specific natural asset. The goal is to collect an inventory of the Natural Assets in the Town (what type of asset, location, state, age, etc.) to be added to the Town's asset management data base. K. Dorey will be developing a proposed approach to data-collection for recommendation to Council.

Training Opportunities

NSFM Training is still available for interested members. If members have difficulty accessing this training, it was noted to contact the CAO for assistance.

Committee Next Meeting Dates & Times

July 15th, 2021 at 1:00 PM

The meeting adjourned upon motion at 2:05 PM

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor David Devenne

Secretary, Luke Wentzell

A meeting of the Cemetery Committee for the Town of Mahone Bay was held on Monday, June 21st at 3:30 p.m. via video conferencing.

Present:

Councillor Joseph Feeney

B. Morse

S. Maples

Dylan Heide, CAO

Luke Wentzell, Manager of Finance

Kelly Redden, Deputy Clerk

Absent:

Mayor David Devenne

Deputy Mayor Francis Kangata

1. Approval of Agenda

A motion by Ms. Maples, seconded by Mr. Morse, "THAT the agenda be approved as presented." Motion carried.

2. Minutes

A motion by Ms. Maples, seconded by Mr. Morse, "THAT the minutes of the March 15, 2021 meeting be approved as presented." Motion carried.

3. Operations Report

Mr. Heide provided the Operations Report to the committee.

The committee discussed trees that will need to be removed in Bayview Cemetery.

4. Financial Report

Mr. Wentzell provided the Financial Report to the committee.

5. Old Business

a. Park Cemetery Mapping Project

Ms. Redden provided an update on the mapping project. It was confirmed that the recently approved 2021-22 budget includes funds for an intern position to assist with the project, if this is a possibility in the fall.

b. Fix/Repair Bayview Cemetery Fence

Mr. Heide explained the opportunity to apply for a provincial grant to provide funding to replace the existing fencing for Bayview Cemetery, as anticipated in the recently approved 2021-22 budget.

A motion by Mr. Morse, seconded by Ms. Maples, "THAT the committee recommend that Council direct staff to apply to the Department of Municipal Affairs Beautification and Streetscaping program for a grant to support the replacement of fences at the Bayview Cemetery – on Edgewater St. and Clearland Rd. – with a high-quality composite."

Motion carried.

c. Fee Review

Luke Wentzell, Manager of Finance, will provide a review of local municipalities' cemetery plot fees at the next meeting of the committee.

The meeting adjourned by motion at 4:06 p.m.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Joseph Feeney

Deputy Clerk, Kelly Redden

