



TOWN COUNCIL AGENDA

February 8, 2022

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 January 24, 2022 – Special Meeting

2.2 January 25, 2022 – Special Meeting

2.3 January 27, 2022 – Regular Meeting

3 Presentations

4 Correspondence – Action Items

4.1 Avery Bain, Dynamite Trail Association – Signage Request

4.2 Alex Dumaresq, MODL – 2022/23 REMO Operating Budget

4.3 Janice Wentzell, AMANS – Municipal Engagement Sessions Anti-Racism Legislation

4.4 Hon. John A. Lohr, Department of Municipal Affairs and Housing – Call for Applications.

5 Correspondence – Information Items

5.1 NSFM – Monday Memo – January 25, 2022

5.2 NOW Lunenburg County – NOW and THEN

5.3 Hon. Bradley Johns, Minister of Justice and Attorney General – Accessibility Act

5.4 Connor Veinot, MB Fire Department – MBDFD Elected Officers 2022

5.5 NSFM – Monday Memo – January 31, 2022

6 Staff Reports

6.1 Staff Report to Council – February 8, 2022

6.2 Staff Report – ACCESS-Ability Application

6.3 Staff Report – Communities on the Move Application

6.4 Staff Report – Temporary Borrowing Resolution Renewal (Solar Garden)

7 Council Items

7.1 Mayor Devenne – Federal Government's Ghost Gear Fund

7.2 Mayor Devenne – Snow Clearing

7.3 Councillor Wilson – Budget parameters

8 Committee Reports

8.1 Audit and Finance Committee – January 27, 2022 – Draft Minutes

8.2 Police Advisory Board Meeting – January 27, 2022 – Draft Minutes

a. RCMP Quarterly Report

9 New Business

10 Closed Session

A Special Meeting of Town Council for the Town of Mahone Bay was held on Monday, January 24, 2021 at 7:01 pm via video conference.

Present:

Mayor D. Devenne
Deputy Mayor F. Kangata
Councillor J. Feeney
Councillor A. Burdick
Councillor P. Carver
Councillor R. Nowe
Councillor K. Wilson
CAO, D. Heide

Absent:

Gallery: online

Land Acknowledgement

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1. Agenda

A motion by Councillor Carver, seconded by Councilor Nowe, **"THAT the agenda be approved as presented."** **Motion carried.**

2. Closed Session

A motion by Councillor Burdick, seconded by Councillor Feeney, **"THAT Council go into Closed Session at 7:02 pm to discuss contract negotiations as permitted by MGA section 22(2) (e)."** **Motion carried.**

Council returned to open session at 8:19 pm.

Council adjourned upon motion at 8:20 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

CAO, Dylan Heide

DRAFT

A Special Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, January 25, 2021 at 12:00 pm via video conference.

Present:

Mayor D. Devenne
Deputy Mayor F. Kangata
Councillor J. Feeney
Councillor A. Burdick
Councillor P. Carver
Councillor R. Nowe
Councillor K. Wilson
CAO, D. Heide
Town Clerk

Absent:

Gallery: online

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1. Agenda

A motion by Councillor Burdick, seconded by Councilor Wilson, **“THAT the agenda be approved as presented.”** **Motion carried.**

2. Closed Session

A motion by Councillor Wilson, seconded by Councillor Carver, **“THAT Council go into Closed Session at 12:02pm to discuss contract negotiations as permitted by MGA section 22(2) (e).”** **Motion carried.**

Council returned to open session at 1:15pm.

Council adjourned upon motion at 1:16 pm.

TOWN OF MAHONE BAY

Mayor, David Devenne

TOWN OF MAHONE BAY

Clerk, Maureen Hughes

DRAFT

The Regular Meeting of Town Council for the Town of Mahone Bay was held on Thursday, January 27, 2022 at 7:00 p.m. 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

Absent:

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 Burdick, **"THAT the agenda be approved as amended to include infrastructure discussion under Council Items."**
Motion carried.

2. Minutes

A motion by Councillor Carver, seconded by Councillor Nowe, **"THAT the minutes of the January 11, 2022 regular meeting of Council be approved as presented."**
Motion carried.

A motion by Councillor Wilson, seconded by Councillor Carver, **"THAT the minutes of the January 18, 2022 special meeting of Council be approved as presented."**
Motion carried.

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, **“THAT the minutes of the January 21, 2022 special meeting of Council be approved as presented.”**

Motion carried.

3. Presentations

3.1 Titan Maritime

Council received a presentation from Michael Ernst, and Zack Green, CEO of Titan Maritime, regarding their project regarding the location and retrieval of Ghost Gear.

4. Correspondence – Action

4.1 William Kowalski – Parking at Parish and Orchard Street.

A motion by Deputy Mayor Kangata, seconded by Councillor Nowe, **“THAT Council direct staff to communicate with the owner of the business at the Old Station, at the corner of Main Street and Orchard Street, regarding the installation of parking signage and that thereafter the signage shall be enforced by the Town.”**

Motion carried.

5. Correspondence – Information Items

5.1 NSFM – Monday Memo – January 10, 2021.

5.2 NSFM – Monday Memo – January 17, 2022.

5.3 CNSOPB – Exploration Licenses Update

A motion by Councillor Carver, seconded by Councillor Nowe, **“THAT items 5.1 to 5.3 be received and filed.”**

Motion carried.

6. Staff Reports

6.1 Council Report

Council received the Staff Report to Council for January 27, 2022.

A motion by Councillor Carver, seconded by Deputy Mayor Kangata, **“THAT Council affirm the direction that was given to Staff in September 2020 that staff 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 and that Council would set a target date for the receipt of said policy for the April 28, 2022 Council meeting.”**

Motion carried.

6.2 Draft Public Engagement Plan – Strategic Plan Review

Council received a draft Public Engagement Plan for the 2022 Strategic Plan Review.

A motion by Councillor Carver, seconded by Deputy Mayor Kangata, **“THAT Council approve the Public Engagement Plan for the Strategic Plan Review with the addition of digital engagement including online polls or surveys with an extension of the engagement timeline until the end of March 2022.”** Motion carried.

6.3 Draft Public Engagement Plan

Council received draft Public Engagement Plan for the 2022 Municipal Boundary Review.

A motion by Deputy Mayor Kangata, seconded by Councillor Burdick, **“THAT Council approve the Public Engagement Plan for the Municipal Boundary Review as presented.”** Motion carried.

6.4 Appointment of Building Official

Council received a memo from staff regarding the appointment of a new Building Official with the Municipality of Chester.

A motion by Councillor Burdick, seconded by Councillor Carver, **“THAT Jim Holt be appointed as a Building Inspector for the Town of Mahone Bay effective January 27, 2022 and until such time as that appointment is revoked.”** Motion carried.

6.5 Solar Garden Project Update

Council received a staff report providing an update on the status of the Community Solar Garden project.

Discussion on the recommendation was deferred to Closed Session.

7. Council Items

7.1 Draft 2020/21 Financial Statements

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT Council approve the 2020/21 Financial Statements as presented.”** Motion carried.

7.2 Comfort Stations and Warming Centres

A motion by Councillor Carver, seconded by Deputy Mayor Kangata, **“THAT Council direct staff to develop draft protocols for the new community hall as an emergency shelter.”** Motion carried.

7.3 Infrastructure for Water Management at Soccer Field

A motion by Councillor Feeney, seconded by Councillor Burdick, **“THAT Council direct staff to craft a letter to the Mahone Bay United Soccer Club and the Mahone Bay Centre informing them of Council’s intent to ensure capital funding is allocated within the 2022/23 budget to address the replacement of culvert and other infrastructure required that will address water management of culvert and other infrastructure required that will address water management issues, on and adjacent to the Town land known colloquially as the “soccer field.” This funding is estimated to be approximately \$11,000.”** Motion carried.

A motion by Councillor Feeney, seconded by Councillor Carver, **“THAT Council direct staff to complete negotiation and establish terms and conditions whereby the Mahone Bay Soccer Club/Mahone Bay Centre will have a contractual responsibility to provide scheduling, management, and ongoing maintenance of the field and that same be provided to Council for approval.”** Motion carried.

A motion by Deputy Mayor Kangata, seconded by Councillor Burdick, **“THAT Council direct staff to provide a report to the February 8, 2022 Council meeting regarding application for 2022/23 ACCESS-Ability Program funding.”** Motion carried.

8. Committee Reports

8.1 Asset Management Committee

Council received the draft minutes of the January 20, 2022 meeting of the Asset Management Committee.

A motion by Councillor Carver, seconded by Councillor Nowe, **“THAT Council approve the Asset Management Policy as amended.”** Motion carried.

8.2 Audit and Finance Committee

Council received the draft minutes of the January 20, 2022 meeting of the Audit and Finance Committee.

8.3 Lunenburg County Seniors’ Safety Program

Council received the December 2021 Monthly Report of the Lunenburg County Seniors’ Safety Program.

8.4 REMO

Council received the minutes of the September 20, 2021 meeting of REMO.

9. New Business

No new business.

10. Closed Session

A motion by Deputy Mayor Kangata at 9:02 pm seconded by Councillor Burdick, **“THAT Council go into Closed Session to discuss contract negotiations, as permitted by the MGA section 22(e).”** Motion carried.

Council returned to Open Session at 9:44 pm.

Business Arising from Closed Session

A motion by Councillor Feeney, seconded by Councillor Nowe, **“THAT Council direct staff to make application to NSPI for 2023 Back-Up/Top-Up service.”** Motion carried.

A motion by Councillor Wilson, seconded by Councillor Carver, **“THAT Council approve service corridor route A for the Community Solar Garden and that staff be directed to write to impacted property owners providing the rationale for this decision and the steps to be followed by the Town for acquisition of the necessary lands.”**

Councillor Feeney requested a roll call vote

Councillor Burdick	yes
Councillor Carver	yes
Mayor Devenne	yes
Councillor Feeney	yes
Deputy Mayor Kangata	no
Councillor Nowe	yes
Councillor Wilson	yes

Motion carried.

Council adjourned upon motion at 9:49 pm.

TOWN OF MAHONE BAY

Mayor, David Devenne

TOWN OF MAHONE BAY

Clerk, Maureen Hughes

From: [Avery Bain](#)
To: [Town of Mahone Bay Clerk](#)
Subject: Request for trail crossing signage
Date: Wednesday, January 26, 2022 8:47:30 AM

CAUTION: This email originated from an external sender.

To the Mayor and Council of Mahone Bay

On behalf of the Dynamite Trail Association, I am requesting that signage be installed warning motorists where the trail crosses town roads. There are two locations where this occurs and are safety concerns.

1) Clearland Road

2) Clearway Street

It is my understanding that signage is available from Nova Scotia Department of TIR.

Thank you for your attention to this matter

Avery Bain

Secretary Dynamite Trail Association

Sent from my iPad



Municipality of the District of Lunenburg

10 Allée Champlain Drive Cookville Nova Scotia Canada B4V 9E4

Administration

Phone: 902.543.8181 Fax: 902.543.7123 Web Site: www.modl.ca

January 25, 2022

Mayor David Devenne & Council
Town of Mahone Bay
493 Main Street
Mahone Bay NS B0J 2E0

Dear Mayor Devenne:

RE: 2022/23 REMO Operating Budget

At the January 17, 2022, Regional Emergency Management Organization (REMO) Advisory Committee meeting, the Committee passed the following motion:

“that the Regional Emergency Management Advisory Committee recommends a total 2022/23 budget of \$146,300 to partner Municipal Units for approval.”

Please find attached the recommended Operating Budget for REMO for the fiscal year 2022/23, indicating the Town of Mahone Bay's share of \$3,686.60. Please note there is no Capital Budget for the fiscal year 2022/23.

Please forward this budget to your Council for consideration and approval. Once approved, please forward a copy of Council's motion approving the budget to Joanne Powers, Executive Assistant, Municipality of the District of Lunenburg (joanne.powers@modl.ca) for insertion on a future REMO agenda.

Sincerely,

Alex Dumaresq
Deputy Chief Administrative Officer

Attachment

cc: Angela Henhoeffler, REMC

Fiscal Year Period April 01,2021 To March 31,2022

REMO		YTD	Commitment	Annual Budget	Variance	Funds Available	% Used	Notes	2022/2023
01-2250000-106	VACATION PAY	0.00	0.00	0.00	0.00	0.00	0%		0.00
01-2250000-109	EMO PYMTS-CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0%		0.00
01-2250000-119	REMO-HONORARIUM	57,031.98	15,068.02	72,300.00	15,268.02	200.00	100%		78,600.00
01-2250000-129	REMO-BENEFITS	10,007.56	2,592.44	12,500.00	2,492.44	-100.00	101%		13,900.00
01-2250000-136	SERVICE AWARDS - REMO	0.00	0.00	0.00	0.00	0.00	0%		0.00
0275 - REMO PERSONNEL SERVICES		67,039.54	17,660.46	84,800.00	17,760.46	100.00			92,500.00
01-2250000-140	TRAVEL	567.50	1,500.00	3,000.00	2,432.50	932.50	69%		3,000.00
01-2250000-141	CONFERENCE/TRAINING	1,447.66	900.00	3,800.00	2,352.34	1,452.34	62%		4,200.00 increased and reallocated from website
01-2250000-201	OFFICE EXPENSES (REMO)	225.34	500.00	1,000.00	774.66	274.66	73%		1,600.00 increased and reallocated from website
ABOVE THIS LINE IS INCLUDED IN OPERATIONAL EXPENSES									
01-2250000	OPERATIONAL EXPENSES	69,280.04	20,560.46	92,600.00	23,319.96	2,759.50	4.04		101,300.00 payroll increase and reallocated from website
01-2250000-210	ADMINISTRATION-INSURANCE	251.00	1,300.00	1,300.00	1,049.00	-251.00	119%		1,700.00 estimated insurance increase
01-2250000-225	RADIO EQUIPMENT	150.00	0.00	1,300.00	1,150.00	1,150.00	12%		1,300.00
01-2250000-226	OTHER EQUIPMENT	4,637.28	7,025.32	2,500.00	-2,137.28	-9,162.60	467%	comfort centre signage	3,500.00 reallocated from website
01-2250000-230	TELEPHONE-LOCAL SERVICE	1,020.20	0.00	1,400.00	379.80	379.80	73%		1,400.00
01-2250000-231	CELLULAR PHONE (REMO)	1,471.65	0.00	1,500.00	28.35	28.35	98%		1,500.00
01-2250000-235	ADVERTISING-GENERAL	323.47	0.00	1,000.00	676.53	676.53	32%		3,000.00 reallocated from website
01-2250000-236	ADMINISTRATION-ACCOUNTING	1,000.00	0.00	1,000.00	0.00	0.00	100%		1,000.00
01-2250000-248	ADMINISTRATION-RENTAL	1,300.00	0.00	1,300.00	0.00	0.00	100%		1,300.00
01-2250000-249	MOCK EXERCISES	25.06	0.00	1,000.00	974.94	974.94	3%		1,000.00
01-2250000-254	LICENSE FEES	-31.40	800.00	800.00	831.40	31.40	96%		800.00
01-2250000-272	WEBSITE	914.58	0.00	5,000.00	4,085.42	4,085.42	18%		1,000.00 reallocated to operational expenses, other equipment, and advertising
01-2250000-299	CONTINGENCY	0.00	0.00	10,000.00	10,000.00	10,000.00	0%		13,000.00
01-2250001-235	ADVERTISING-SPECIAL	0.00	800.00	1,000.00	1,000.00	200.00	80%		1,000.00
01-2250001-236	ADMINISTRATION-CLERICAL	3,500.00	0.00	3,500.00	0.00	0.00	100%		3,500.00
01-2250006-295	GROUND SEARCH & RESCUE GRANT	10,000.00	0.00	10,000.00	0.00	0.00	100%		10,000.00
EXPENSES		93,841.88	30,485.78	135,200.00	41,358.12	10,872.34	92%		146,300.00 increase for insurance & payroll, remaining was reallocated within existing budget

Cost Sharing	2021-22 Budget			2022/23 Proposed Budget			
	UA 2020/21	share	Contribution	UA 2021/22	share	Contribution	Increase
Town of Bridgewater	688,450,419	12.44%	\$ 16,819.39	705,421,934	12.44733500%	\$ 18,210.45	\$ 1,391.06
Town of Mahone Bay	138,736,951	2.51%	\$ 3,389.45	142,808,678	2.51989252%	\$ 3,686.60	\$ 297.15
District of Chester	1,671,069,183	30.20%	\$ 40,825.55	1,707,471,788	30.12873902%	\$ 44,078.35	\$ 3,252.80
District of Lunenburg	2,756,431,053	49.81%	\$ 67,341.80	2,820,875,547	49.77500873%	\$ 72,820.84	\$ 5,479.03
Town of Lunenburg	279,311,517	5.05%	\$ 6,823.80	290,674,795	5.12902474%	\$ 7,503.76	\$ 679.96
Totals	5,533,999,123	100.0%	\$ 135,200.00	5,667,252,742	100.00000000%	\$ 146,300.00	\$ 11,100.00

Maureen Hughes

Subject: FW: Municipal Engagement Sessions Anti-Racism Legislation

From: Janice Wentzell <jwentzell@amans.ca>

Sent: January 27, 2022 12:13 PM

To: AMA Maritime List Serve <amans@lists.gov.ns.ca>

Subject: Municipal Engagement Sessions Anti-Racism Legislation

CAUTION: This email originated from an external sender.

This email was forwarded via the AMANS listserv. If you reply to this message it will be sent to all members. To reply privately to the sender - please delete the amans@lists.gov.ns.ca e-mail from the To: Make sure you only have the person you wish to see the message in the To: e-mail address.

The province plans to introduce Equity and Anti-Racism Legislation in the spring session of the Legislative Assembly. As you may know, the Premier established an All-Party Committee to develop this important piece of legislation and they have tasked the Office of Equity and Anti-Racism with gathering input and expertise from the communities most affected by this legislation. We are also working to engage all levels of government and provincial government departments to ensure that this bill is strong and effective.

The proposed engagement sessions are virtual, 90 minute meetings. We encourage you to attend one of the sessions that has been set up for your area. If you cannot attend the sessions in your area you are welcome to join a session for a different area. All attendees are encouraged to participate in the sessions.

OAE Engagement for Municipalities & Villages - Western 1 – Feb 14 2-3:30PM

<https://us02web.zoom.us/j/84138114822?pwd=MTNZa2dTZ3hWemF0bStOMVI1aIZPZz09>

Meeting ID: 841 3811 4822

Passcode: 6RcNF2

OAE Engagement for Municipalities & Villages - Western 2 – Feb 15 2-3:30PM

<https://us02web.zoom.us/j/81453174336?pwd=RXd2SkE2bk9rQnc2SzBkdzRkRUprUT09>

Meeting ID: 814 5317 4336

Passcode: zSEk1m

OAE Engagement for Municipalities & Villages - Central 1 – Feb 16 2:3-3:30PM

<https://us02web.zoom.us/j/88436019877?pwd=SkRneUxXQ0RsL3A3T0lMQmZZcDIkQT09>

Meeting ID: 884 3601 9877

Passcode: 3r7bCP

OAE Engagement for Municipalities & Villages - Central 2 – Feb 17 10-11:30AM

<https://us02web.zoom.us/j/81259692891?pwd=V2FCWm1MKzZ5VCs2dHg2dXdKTmd1UT09>

Meeting ID: 812 5969 2891

Passcode: zXJ50Y

OAE Engagement for Municipalities & Villages - Northern 1 – Feb 17 2-3:30PM

<https://us02web.zoom.us/j/85653366667?pwd=eGZDT0pta1ZyYi9mR3puMUlaVINudz09>

Meeting ID: 856 5336 6667

Passcode: 2PF7Qy

OAE Engagement for Municipalities & Villages - Northern 2 – Feb 18 10-11:30AM

<https://us02web.zoom.us/j/85688026122?pwd=bHdNNVEySWFISFhhR20yV1o2NkNCZz09>

Meeting ID: 856 8802 6122

Passcode: 73GUjY



**Office of Equity and Anti-Racism
Initiatives**

1505 Barrington Street, Suite 8S
Halifax, NS B3J 3K5

Jenny Benson Pratt (She/her)

Senior Policy Analyst

Phone: 902-229-3893

Email : jenny.bensonpratt@novascotia.ca

Web : www.novascotia.ca

*We are in Mi'kma'ki, the traditional territory of
the Mi'kmaq people*

You are currently subscribed to amans as: dylan.heide@townofmahonebay.ca

To unsubscribe send a blank email to leave-709065-5537596.495fc49c7d8653fd43c1211ae56d055f@lists.gov.ns.ca



**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

February 1, 2022

Dear Mayors, Wardens and Commission Chairs:

Re: Call for Applications - Investing in Canada Infrastructure Program (ICIP)

I am pleased to let you know that the Province will soon be accepting applications under the Green – Environmental Quality Stream of the Investing in Canada Infrastructure Program.

When you are preparing to apply for funding, please remember that only projects under the wastewater, drinking water or solid waste categories will be eligible. These projects must meet provincial and/or federal regulations where applicable.

Applications will be accepted between February 4, 2022, and April 1, 2022. I hope you and your councils or commissions will consider potential projects and submit them for consideration.

Further details regarding the application process will be sent to your CAO or Clerk in the coming days.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John Lohr'.

Honourable John A. Lohr
Minister

c CAOs, Clerks/Treasurers

Maureen Hughes

From: NSFM Communications <communications@nsfm.ca>
Sent: Monday, January 24, 2022 5:08 PM
To: Maureen Hughes
Subject: NSFM's Monday Memo: January 24, 2022

CAUTION: This email originated from an external sender.

[View this email in your browser](#)

Monday Memo



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

Member Meeting: Save the Date

The NSFM Board of Directors, along with CEO Juanita Spencer, would like to invite all members to a meeting to discuss proposed structural and organizational changes at NSFM on Wednesday, February 2, at 6 p.m. via Zoom.

A membership-wide email will be sent prior to the event with registration details.

Do you have suggestions for event topics?

The planning committees for the NSFM Spring and Fall Conferences will be meeting shortly and would appreciate input from the membership in terms of topics you would like to see considered. Our events are a great opportunity for some professional development, and we want you to get the most out of them. If you are interested in having input into the sessions, please provide up to three topics you would like to see offered.

The committees will review all suggestions received at their initial meetings. Even though we may not be able to accommodate all suggestions, we sincerely appreciate your input. We will also ensure topics that can't fit into the two major events get considered for webinars or other training.

Please provide your topics directly to event planner, Judy Webber
by **JANUARY 31st**.

Wednesday, January 26, is Bell Let's Talk!

With this in mind, I'm sharing a message today about the importance of health and well-being and some personal insights from the Municipal Wellness Program to reduce the stigma around mental health. Please feel free to check out my post on the Municipal Wellness web page when you have a moment.

It's Okay Not to Be Okay: Back a month ago, Omicron was new, and little was known about it. Fast forward to today, and we are once again under public health restrictions which are leaving us wondering when the end of this new wave will come. But believe me, this too will end, and brighter days are ahead!

Please continue to stay healthy, safe, and take care, everyone!

Rebecca Kolstee

Manager, Wellness and Professional Development Programs

Call for Proposals for 2 Billion Trees (2BT) program now open with Natural Resources Canada

The deadline to apply for this round of funding is February 17, 2022, 14:00 EST.

[For more information on funding streams, eligibility and how to apply, please visit the website.](#)

Upcoming Events

Webinar: Mass Casualty Commission

The April 2020 mass casualty deeply affected the province of Nova Scotia and beyond. As the [Mass Casualty Commission](#) works to develop recommendations to help make communities safer, it is vital to understand the perspectives of community members and work with communities and organizations to provide information and support.

The NSFM and AMANS have partnered with the Mass Casualty Commission team who will provide an update on the work of the Commission to date, and what to expect when public proceedings start on February 22, 2022.

Please join us on February 3rd, 2022 at 10:00 – 11:30 for this information session and discussion.

There will be time for questions and open discussion. The Commission is particularly interested in hearing from municipalities on the following questions:

- Based on what you know about the Commission, what's important for us to understand about the programs and services available in your communities?
- How could we best engage the communities you serve?
- Do you have any advice or suggestions for working with your communities?

Registration: To register for the information session, please email [Li Yun Zhang, AMANS](mailto:Li.Yun.Zhang@AMANS) who will send you a meeting invitation with the zoom link.

There is no charge to attend. Registration closes January 31st.



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rates from
TD Insurance.**

Employees could save on car,
home, condo and tenant's
insurance.

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8249-0320



NOVA SCOTIA FEDERATION OF MUNICIPALITIES



Nova Scotia Federation of Municipalities
Suite 1304, 1809 Barrington Street
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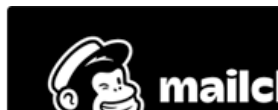
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NOW and THEN - NOW Lunenburg County Celebrates End

In February 2014 a small group of people met to explore how Lunenburg County could respond to the recommendations of the Ivany Report. Out of those early morning meetings came NOW Lunenburg County; a citizen lead group (Core Team) focused on the economic sustainability of Lunenburg County.

The Core Team eventually arrived at population growth as critical to a viable future for our community, Tina Hennigar was hired as the Population Growth Coordinator in September 2016.

The cross Canada tour in 2017 inviting people to move to Lunenburg County was an audacious and bold strategy to address population growth. Not only did it create interest from across Canada but helped generate excitement and recognition for the work we were undertaking in our own community.

The Tour provided insights on the barriers impacting population growth – inadequate broadband service and lack of physicians and primary health care providers. NOW took on these big issues.

NOW-Net was established. The group developed plans for a community owned cooperative delivering broadband service throughout the county. The group advocated extensively with municipal, provincial and federal governments for improved access and service quality. Internet service and access has improved, still lots of work that needs to be done but more people have been provided with the opportunity for service than prior to 2018.

A local committee, including physicians and Doctors Nova Scotia, helped support and guide the work around physician recruitment and retention. Through our work with the NS Health Authority and Dalhousie University we were able to establish the Longitudinal Integrated Clerkship (LIC) program which introduces medical students to our community by providing training in local hospitals for 48 weeks.

On a daily basis Tina connected with people who were interested in moving here or were newcomers to the area. She helped find housing, schools, volunteer opportunities and employment and for many became their first new friend in Lunenburg County.

In late 2021 NOW came to a fork in the road after two significant events. After two successful years of support our funding request for physician and health care professional recruitment provided by the Health Services Foundation was denied. The Foundation will be undertaking this work on their own.

Just prior to Christmas, Tina accepted an offer from the Department of Population Growth, Advanced Skills and Immigration to lead a new initiative. The province is establishing a team of community navigators to work on population growth modeled in many ways on NOW Lunenburg County's approach. Tina will lead the group and provide input to the team on strategy.

And then... after lengthy discussion the Core Team agreed that this is the right time to end our work, celebrate our accomplishments and chronicle what we've learned. We have always believed strongly we should not duplicate the work of others and we look forward to sharing what we've learned.

The influence of NOW's work and learning on population growth will be felt throughout the province through Tina's leadership. Influencing government policy is a significant accomplishment and we believe the fingerprints of NOW will be evident in future population growth campaigns and supporting activities.

Having the community more broadly engaged in physician recruitment and retention was also one of our goals. We believe the Health Services Foundation of the South Shore is stepping up to lead this work.

While there is much to celebrate, for those of us who have been involved from the beginning, the end of NOW is bittersweet. We have met on Wednesdays at 7:30 am for over seven years - we will miss each other and our work. It has been an incredible experience in community engagement, development, and change.

To all of you who have been our cheerleaders, our funders, our allies and confidants THANK YOU. The work could not have been done without your help.

Elspeth McLean-Wile on Behalf of the Core Team
Lynn Hennigar, Tina Hennigar
Mary Ann Hiltz, Jackie MacDonald
Mark Powell and Bill Schurman

Maureen Hughes

From: Justice Minister <JUSTMIN@novascotia.ca>
Sent: Thursday, January 27, 2022 8:42 AM
To: Justice Minister
Subject: Correspondence from Minister Johns

CAUTION: This email originated from an external sender.

Dear Prescribed Public Sector Bodies,

As a public sector organization, you are a valuable partner in meeting our goal of an accessible province by 2030. A great amount of work has been done across the province by many prescribed public sector bodies to advance accessibility.

The deadline for meeting obligations under the Accessibility Act is coming soon. For some, including municipalities and villages, libraries and post secondary institutions it is April 1, 2022, and for others it is April 1, 2023.

We know that work is well underway across the province, with accessibility advisory committees established in most public sector bodies and many organizations developing their accessibility plans. We are hearing that most organizations are on track to meet their obligations, but that some of you may require some additional supports. While there is no extension to these timelines, government has no plans to issue penalties to prescribed public sector bodies for not meeting the April 2022 deadline, in the foreseeable future. Instead, the Directorate will continue to provide education, guidance and resources to organizations developing accessibility plans.

The Accessibility Directorate is supporting the work of all prescribed public sector bodies, which is a key part of our commitment to create an accessible province by 2030. There are several resources available to assist prescribed public sector bodies in meeting their obligations under the Accessibility Act, including the Accessibility Planning Toolkit for Prescribed Public Sector Bodies, and the Interim Accessibility Guidelines for Indoor and Outdoor Spaces. These resources along with a number of webinars to guide your efforts are all available online at <https://www.novascotia.ca/accessibility>

We look forward to continuing to advance this important work together. If you have any questions, please contact Dawn Stegen, Interim Executive Director, Accessibility Directorate at dawn.stegen@novascotia.ca.

Thank you for your continued support and commitment to building an inclusive province for all Nova Scotians.

Sincerely,

Bradley Johns
Minister of Justice and Attorney General

Office of the Attorney General and Minister of Justice

Department of Justice | 1690 Hollis Street, PO Box 7, Halifax, NS, B3J 2L6

Phone: 902-424-4030 | **Fax:** 902-424-0510 | **Email:** JustMin@novascotia.ca

Maureen Hughes

From: Connor Veinot <[REDACTED]>
Sent: Tuesday, January 25, 2022 11:44 PM
To: Dylan Heide; David Devenne; Luke Wentzell; Maureen Hughes
Subject: MBDFD Elected Officers

CAUTION: This email originated from an external sender.

Hello Elected officers are:

Chief:Adam Ekins [REDACTED]

Deputy Chief:Connor Veinot [REDACTED]

Captain: Dwayne Browne [REDACTED]

Captain:Joel Veinotte [REDACTED]

Lieutenant:Nick Nowe [REDACTED]

Lieutenant:Richard Nowe [REDACTED]

Chief Engineer:Elvis Hirtle [REDACTED]

Thanks

Connor Veinot

Sent from my iPhone

Maureen Hughes

From: NSFM Communications <communications@nsfm.ca>
Sent: Monday, January 31, 2022 4:03 PM
To: Maureen Hughes
Subject: CORRECTION FOR: NSFM's Monday Memo: January 31, 2022

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Monday Memo



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

CORRECTION: Mayors, Wardens, CAOs Call: Wednesday, Feb. 9

Earlier today, we incorrectly identified the Honourable Tim Halman, Minister of Environment and Climate Change, as attending the Mayors, Wardens, and CAO's meeting next wednesday.

Representatives from the Municipal-Provincial Solid Waste Resources Priorities Group will be joining Mayors, Wardens, and CAO's next Wednesday to provide an update on EPR and provincial consultations.

Mayors, Wardens, and CAOs can expect a Zoom invite prior to the meeting, which will take place on Wednesday, Feb. 9, at 6 p.m.

Member Meeting: This Wednesday

The NSFM Board of Directors, and CEO Juanita Spencer, would like to invite all members to discuss proposed changes to NSFM's organizational structure on Wednesday, February 2, at 6 p.m. via Zoom

Members will receive a meeting invite via email later today.

Do you have suggestions for event topics?

The planning committees for the NSFM Spring and Fall Conferences will be meeting shortly and would appreciate input from the membership in terms of topics you would like to see considered. Our events are a great opportunity for some professional development, and we want you to get the most out of them. If you are interested in having input into the sessions, please provide up to three topics you would like to see offered.

The committees will review all suggestions received at their initial meetings. Even though we may not be able to accommodate all suggestions, we sincerely appreciate your input. We will also ensure topics that can't fit into the two major events get considered for webinars or other training.

Please provide your topics directly to event planner, Judy Webber
by **JANUARY 31st**.

Correspondence from Minister Johns Re:
Accessibility

Applications Now Open for Active Transportation Fund

Consultation on reducing methane emissions from Canada's municipal solid waste landfills: share your opinion



“Getting on board with the Canoe Procurement trade program has been one of the highlights of our year so far. Tim could not be more helpful, from making introductions to following up to ensure we have exactly what we needed, we would not be benefiting enormously from this program if it wasn't for his insight and assistance. This program has such value in terms of cost savings, time management, addressing sustainability and we look forward to taking advantage of several more of the offers available this fiscal year. If you need it, it is probably available through this program!”

-Town of Truro-

To learn more about Canoe Procurement contact client relations manager [Tim Elms](#)

Upcoming Events

Equity and Anti-Racism Legislation Engagement Sessions

The Office of Equity and Anti-Racism is seeking input on pending Equity and Anti-Racism Legislation. The proposed engagement sessions are virtual, 90-minute meetings.

Learn more and sign up at the link above.

Webinar: Mass Casualty Commission

The April 2020 mass casualty deeply affected the province of Nova Scotia and beyond. As the [Mass Casualty Commission](#) works to develop recommendations to help make communities safer, it is vital to understand the perspectives of community members and work with communities and organizations to provide information and support.

The NSFM and AMANS have partnered with the Mass Casualty Commission team who will provide an update on the work of the Commission to date, and what to expect when public proceedings start on February 22, 2022.

Please join us on February 3rd, 2022 at 10:00 – 11:30 for this information session and discussion.

There will be time for questions and open discussion. The Commission is particularly interested in hearing from municipalities on the following questions:

- Based on what you know about the Commission, what's important for us to understand about the programs and services available in your communities?
- How could we best engage the communities you serve?
- Do you have any advice or suggestions for working with your communities?

Registration: To register for the information session, please email [Li Yun Zhang, AMANS](#) who will send you a meeting invitation with the zoom link.

There is no charge to attend. Registration closes January 31st.



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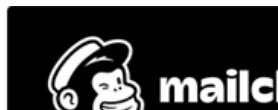
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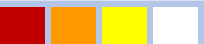







Report to Council February 8, 2022

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 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	Mar., 2022	<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.		






2	<p>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</p>	08-Sep-20	Apr., 2022	<p>See Below</p> <p>Notes: Updated direction was provided by Council Jan 27, 2022; see below fo status.</p>
3	<p>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.</p>	08-Sep-20	Mar., 2022	<p> 75%</p> <p>Notes: In progress. Staff have consulted with accessibility coordinator. Report anticipated ahead of 2022-23 budget process, for implementation (solicitation of donations campaign) in 2022.</p>
4	<p>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.</p>	26-Nov-20	Feb., 2022	<p> 75%</p> <p>Notes: In progress. Discussion initiated with MODL Planning staff. Timeline coordinated with Plan Mahone Bay process.</p>

5	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	Mar., 2022		75%
6	Direct staff to include accessible hearing solutions in the Accessibility Operational Plan, anticipated in 2021-22	25-Mar-21	Feb., 2022		25%
7	Staff to invite the MBTCC to meet with Council to discuss the basis for a potential renewed agreement in respect to operation of the VIC.	27-May-21	Mar., 2022		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.

Notes: Will be incorporated into Accessibility Operation Plan. Lunenburg County Accessibility Coordinator has started work and is working to coordinate the development of Accessibility Operational Plans for Lunenburg County municipalities.

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. MBTCC proposing this meeting take place in February/March 2022, with newly elected MBTCC executive.

8	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	Feb., 2022		75%	Notes: Canada Healthy Communities Initiative application did not receive approval. Canada Cultural Spaces Program application will be submitted in January for implementation in the Spring of 2022 (if approved).
9	Refer the request from MADE for Mahone Bay to the planners for their report to the Planning Advisory Committee, and to the Committee for their recommendation to Council.	13-Jul-21	Feb., 2022		75%	Notes: Planners have received the request and are in communication with the applicants in the preparation of their report. A PIM was held on October 7th. Planning staff are collecting further information and will present a report to the Planning Advisory Committee.
10	Staff to initiate a Home Charger Pilot Program for electric vehicle owners under the Grow the Load Initiative.	29-Jul-21	Feb., 2022		50%	Notes: In Progress. Town staff coordinating with AREA staff on development of pilot program.
11	The property at 342 Main Street be registered as a Municipal Heritage Property in the Town of Mahone Bay.	29-Jul-21	Jan., 2022		75%	Notes: Homeowner notified, documents prepared and forwarded to Town solicitor, currently awaiting notification from the Province that the designation has been registered.
12	Staff to produce a report on the Town's Procurement Policy.	28-Jul-21	Jul., 2022	Not yet begun		Notes: To be coordinated with hiring of new Manager of Finance (Treasurer).
13	Staff to provide a report on the Townsuite programs which may be relevant to the Town's operations.	29-Jul-21	Feb., 2022		75%	Notes: In progress. Waiting on additional information from Procom (Townsuite provider). Anticipated in February 2022.

14	Staff to apply for Connect2 provincial funding and to also apply to the Federal Active Transportation Fund to improve active transportation infrastructure, and active transportation safety within the Town of Mahone Bay.	14-Sep-21	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: Connect2 application submitted; Connect2 funding anticipated. Staff preparing Federal Active Transportation Fund application.
15	That minimum standards for housing be reflected in any housing strategy that the Town may develop.	14-Sep-21	Jul., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	Notes: Initial staff report on housing strategy development included on Dec 14th Council agenda.
16	Council consider reviewing the Town logo and request that staff prepare a report on an RFP process to develop a new logo for the Town of Mahone Bay.	14-Sep-21	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: In progress. Report to be presented to Council in February, ahead of 2022-23 budget process.
17	Staff to report back to Council on the cost and anticipated revenue of a water connection to the Cleveland property.	27-Sep-21	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: In Progress.
18	Staff to provide a report on the costs and anticipated revenue of extending water and sewer services to the end of Fairmont Street.	27-Sep-21	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: In Progress.

19	Defer discussion concerning the issuance of an RFP for the engagement of engineering services and direction to staff regarding the development of an engagement plan for transportation and infrastructure improvements south of Clairmont Street to a later meeting of Council.	28-Oct-21	Mar., 2022	Not yet begun		
		Notes: Anticipated in February 2022, following February Policy & Strategy Committee meeting.				
20	Refer Transportation Planning 2022 and Onward to a future meeting of the Policy and Strategy Committee.	28-Oct-21	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	
		Notes: Referred to Committee; recommended for Committee's February meeting agenda.				
21	Direct staff to prepare a report for Council on future capital investment in the Town Hall ahead of the 2022-23 budget process.	28-Oct-21	Mar., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	
		Notes: In progress. Report to be presented to Council in March, ahead of 2022-23 budget process.				
22	Approve the reimbursement to Mr. Todd Nickerson in the amount of \$51,282.19 and direct staff to undertake the necessary steps to conduct a joint tax sale with the Municipality of the District of Lunenburg.	28-Oct-21	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	
		Notes: In progress. Reimbursement issued. Staff working with MODL.				
23	Direct staff to issue an RFP for legal services.	28-Oct-21	Mar., 2022	Not yet begun		
		Notes:				




Notes: Anticipated in February 2022, following February Policy & Strategy Committee meeting.





Notes: Referred to Committee; recommended for Committee's February meeting agenda.





Notes: In progress. Report to be presented to Council in March, ahead of 2022-23 budget process.






Notes: In progress. Reimbursement issued. Staff working with MODL.

Notes:

24	Staff to convene a Special Council meeting in the new year to discuss the RCMP service that the Town contracts through the Province.	09-Nov-21	Feb., 2022	Not yet begun	Notes: Date TBD.
25	Approve the expenditure for the line upgrade to/from the water treatment plant in the amount of \$375,690 out of the existing project budget for Main Street water line improvements.	09-Nov-21	Jan., 2022	 75%	Notes: Awaiting confirmation of designs / project schedule with MacLeod Group.
26	Staff to provide a report highlighting the recommendations of the water system audit for which additional budget allocations would be required for implementation, ahead of the 2022-23 annual budget process.	25-Nov-21	Mar. 2022	Not yet begun	Notes:
27	Staff to discharge the Development Agreement MBDA008 at the request of the property owner Mahone Bay Developments Limited and that Council direct staff that no fee will be charged for the discharge of the MBDA008.	11-Jan-22	Feb. 2022	 50%	Notes: Staff have begun the process of registering the discharge of the Development Agreement.
28	Make the live street camera feeds available to the public via the Town's website.	11-Jan-22	Mar., 2022	 75%	Notes: In progress

29	Staff directed to begin recruitment of public members of the Climate and Environment Committee.	11-Jan-22	Feb. 2022		75%	Notes: Recruitment has begun and applications expected at Council in February.
30	Complete the Municipal Heritage Property Registration process for Town Hall at 493 Main Street.	11-Jan-22	Mar., 2022		50%	Notes: Staff have begun the registration process.
31	Staff to communicate with the owner of the business at the Old Station, at the corner of Main Street and Orchard Street, regarding the installation of parking signage and that thereafter the signage shall be enforced by the Town.	27-Jan-22	Feb., 2022		50%	Notes: In progress.
32	Affirm the direction that was given to staff in September 2022 that staff 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 and that Council would set a target date for the receipt of said policy for the April 28, 2022 Council meeting.	27-Jan-22	Apr., 2022		50%	Notes: In progress.

33	Approve the Public Engagement Plan for the Strategic Plan Review with the addition of digital engagement including online polls or surveys with an extension of the engagement timeline until the end of March 2022.	27-Jan-22	Mar., 2022	 50%
		Notes: survey launched and information on the engagement plan published in the February 2022 edition of the Mayor's Newsletter.		
34	Approve the Public Engagement Plan for the Municipal Boundary Review as presented.	27-Jan-22	May, 2022	 25%
		Notes: first education regarding the process released in the February edition of the Mayor's newsletter.		
35	Staff to develop draft protocols for the new community hall as an emergency shelter.	27-Jan-22	Mar., 2022	 25%
36	Staff to craft a letter to the Mahone Bay United Soccer Club and the Mahone Bay Centre informing them of Council's intent to ensure capital funding is allocated within the 2022/23 budget to address the replacement of culvert and other infrastructure required that will address water management issues, on and adjacent to the Town land known colloquially as the "soccer field". This funding is estimated to be approximately \$11,000.	27-Jan-22	Feb., 2022	 75%
		Notes: In progress.		

37	Staff to complete negotiation and establish terms and conditions whereby the Mahone Bay Soccer Club/Mahone Bay Centre will have a contractual responsibility to provide scheduling, management, and ongoing maintenance of the field and that same be provided to Council for approval.	27-Jan-22	Apr., 2022	Not yet begun
38	Staff to provide a report to the February 8, 2022 Council meeting regarding application for 2022/23 ACCESS-Ability Program funding.	27-Jan-22	Feb., 2022	  Notes: Report included on Council's Feb 8 meeting agenda.
39	Staff to make application to NSPI for 2023 Back-Up/Top-Up service.	27-Jan-22	Feb., 2022	  Notes: Application submitted.
40	Approve service corridor route A for the Community Solar Garden and that staff be directed to write to impacted property owners providing the rationale for this decision and the steps to be followed by the Town for acquisition of the necessary lands.	27-Jan-22	Feb., 2022	 50% Notes: In progress.

Chief Administrative Officer's Report - Jan 27, 2022 (Next Update Feb 24)

1	COVID-19	CAO monitoring NS EMO updates. Town Office now open to the public. COVID-19 vaccination policy approved by Council December 14, 2021, takes effect February 28, 2022. Confirming vaccination status of staff and fire department members currently in progress.
2	Atlantic Infrastructure Management (AIM) Network Asset Management Cohort Program	AIM Cohort 2.0 begun November 10th, to run November 2021 through March 2022 with AM Committee participation; next session January 27, 2022. AIM Network annual conference took place Nov 29-Dec 1, 2021 in Dartmouth, NS (Mayor, CAO and Manager of Finance participated).
3	Municipal Joint Services Board (MJSB)	MJSB meetings continue on bi-monthly basis for the time being. New MJSB Comptroller in place, hiring process continues for new COO and IT Director. Strategic planning process currently under
4	Riverport Electric Shared Service Committee	Coordinating with Riverport re staffing, imports, equipment inventory, safety program, policy development, stand-by coverage, net metering program, 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 in 2022 following review of new draft agreements.

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). Standardized procedures for comfort stations and emergency shelters - which can be utilized for fire station - now being implemented. New REMO website launched (linked from Town website). REMO 2022-23 budget anticipated on Council agenda in February 2022.</p>
6	Alternative Energy Resource Authority (AREA)	<p>Weekly AREA staff meetings continue by phone. Power imports continue under annual agreement for 2021. BUTU applications for 2022 submitted. HOME (Heatpump Options Made Easy) program launched Oct 1, 2020; year-one evaluation underway now. EV charger installations nearly completed, will be online in early February. Federal/Provincial solar gardens funding for Mahone Bay, Berwick and Antigonish was announced publicly on July 8th. Update report on solar garden provided on Council's Jan 27 meeting agenda.</p>

7	FCM / Clean Foundation Transition 2050 (Partners for Climate Protection) Initiative	<p>Community GHG Reduction Action Plan adopted by Council Mar 25 and incorporated into 2021-22 budgets approved May 27. Staff continue to participate in T2050/PCP Initiative. New Climate & Energy Program Manager Martha Horsman started in September, 2021. Clean internship program application for 2022-23 submitted.</p>
8	Lunenburg County Accessibility Advisory Committee	<p>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. New Lunenburg County Accessibility Coordinator Ellen Johnson started with MoC in September, working closely with Town staff in development of Operational Plan process.</p>

9	Nova Scotia Federation of Municipalities (NSFM)	<p>CAO continuing to serve on Nova Scotia Infrastructure Asset Management Working Group as AMA/NSFM representative, as well as participating as a mentor in Working Group's new AM mentoring program for municipal staff. Participated in occasional NSFM videoconference meetings with Provincial representatives in 2021; with new Provincial Gov't CAOs no longer invited to NSFM videoconference meetings (still participating in AMANS videoconference meetings with Deputy Minister / other DMA staff).</p>
10	New Long Term Care Facility	<p>Work remains ongoing with the Town's consultant and the Developer of the new LTCF to be built near 164 Main St..</p> <p>Water/Wastewater upgrades project delayed until Spring.</p>

Manager of Public Works & Transportation's Report - Jan 27, 2022 (Next Update Feb 24)

1 Streets & Sidewalks

1. One new speed radar sign has been installed on Main St and the other new speed radar sign will be installed on Edgewater by no later than Jan 21st. Old remaining Edgewater radar speed sign will then be installed on Kinburn St. by no later than Jan 28th.
2. Old water treatment and new water treatment plant exterior repairs will be conducted by Kaulbach Construction and LRF Masonary. Hoping to have this completed by the end of this fiscal year with weather pending.
3. Edgewater RRFB's and signage are on site and catch basin installed. Waiting for contractor to install nautical barrier and pour concrete slabs to mount RRFB's. Once RRFB's are installed the crosswalk lines will be painted.

		<p>4. Charging station slabs have been poured and bollards installed.</p> <p>5. Main St. video camera mounted on Town Hall has been installed and being viewed via Town Hall network. Waiting on a second Bell service line to be installed so camera can be viewed on Town Website.</p> <p>6. Initial stages of planning for crosswalks at Anglican and Lutheran churches.</p> <p>7. Initial stages of planning for Bay to Bay trail crosswalk with RRFB's on Main St. and Long Hill Rd.</p> <p>8. Kinburn/Clairmont speed humps, signage and roadway arrows have been completed.</p>
2	Cemeteries & Open Space	<p>1. Bayview Cemetery Fence tender was awarded to Cityzen Developments, fence is currently being constructed at their facility and posts will be installed as soon as weather permits.</p> <p>2. Dead or dying trees on Shady lane have been removed with younger and healthier trees still left standing to promote future growth.</p> <p>3. Town pit off Kinburn St. in initial stages of clean up.</p> <p>4. Comfort Stations were officially closed as of Jan 4/2022.</p>

Electric Utility Manager's Report - Jan 27, 2022 (Next Update Feb 24)

1 Electric Utility

1 - Upgraded the main line from Long Hill Road to the top of Main Street to allow for the increased load of the new nursing home.

2 - Installed new switches to allow us to change how our circuits are utilised (at the recommendation of Strum Engineering) and in preparation for the new nursing home coming online.

3 - Installed new poles, lines and a transformer for the new fire hall.

4 – Installed 6 EV chargers at 5 locations around the town.

5 - Carried out 2 inspections.

6 – Installed a camera at the town hall.

7 – Put up and took down Christmas decorations.

Water/Wastewater System Manager's Report - Jan 27, 2022 (Next Update Feb 24)

1	Water Supply, Treatment & Distribution	Water system being operated by CBCL Ltd. staff while Water/Wastewater System Manager and System Operator positions are filled. System Manager hired and anticipated to start work in February 2022. System Operator hiring process ongoing.
2	Sewage Collection & Treatment	Wastewater system being operated by CBCL Ltd. staff while Water/Wastewater System Manager and System Operator positions are filled. System Manager hired and anticipated to start work in February 2022. System Operator hiring process ongoing.

Climate & Energy Program Manager's Report - Jan 27, 2022 (Next Update Feb 24)

1 GHG Reduction

Community GHG Reduction Action Plan adopted by Council Mar 25 and incorporated into approved 2021-22 budgets. Staff continue to participate in T2050/PCP Initiative.

Staff have been working to install 8 electric vehicle chargers throughout the Town. 6 of these chargers are now in place. AREA is coordinating with FLO to bring these online shortly. Signage will be in place indicating that the spaces are for electric vehicle charging only. 'Warning' tickets will be given out to violaters for the first 3 months after the chargers are in place. The final 2 chargers will be installed after the site prep is completed at the new fire station.

2	Climate Adaptation	<p>Staff have connected with members of CanmetENERGY-Ottawa, Natural Resources Canada who expressed an interest in performing research related to GHG reduction, using Mahone Bay as a case study.</p> <p>Staff have been working with Coastal Action to begin the Living Shoreline Enhancement Pilot Program. Geotechnical work completed this fall was successful, and further construction is expected to begin this spring.</p>
3	Engagement & Stewardship	<p>Outreach will begin soon on the Living Shoreline Project. Staff will coordinate with Coastal Action to update signage at the project site, and share updates on the Town's social media as well as the Mayor's Newsletter</p> <p>Staff are applying to the Clean Leadership Internship Program for funding to hire a student to work on engagement initiatives this summer.</p>

Finance Manager's Report - Jan 27, 2022 (Next Update Feb 24)

1	COVID-19	Staff were recently working remotley for the week of January 10th in relation to decisions made by the Province. Staff are scheduled to return to in-person services at Town Hall starting the week of January 17th.
2	Provincial Reporting	The SOE-A, SOE-B, CIP have been submitted to the Province. Staff are currently working on the FIR which will be submitted shortly. No other outstanding reporting requirements.
3	Tax Bills/Tax Sale	Both Interim and Final tax bills have been issued for Fiscal 2021/22. Contact has been made with any properties listed for tax sale, and it does not appears as though we will be conducting a tax sale for these properties in Fiscal 2021/22. However, there is one property from a prior year which straddles the municipal boudary with Mahone Bay the the District of Lunenburg. Staff are working with MODL staff and respective solicitors to deal with this property.

4	Audit	<p>The DRAFT financial statements have been received by Staff and will be presented to the Audit Committee on January 20th.</p> <p>There have been some dealys with the 2020-21 audit, and staff will be having discussions with the team at Deloitte to ensure the upcoming 2021-22 audit runs according to schedule.</p>
5	2022-23 Budget	<p>With the 2020-21 Audit now complete, staff will be shifting focus on preparing the 2022-23 Annual Budget Documents.</p>

Clerk & Deputy CAO's Report - Jan. 27, 2022 (Next Update Feb 24)

1	Plan Review	Maintained communications with contractors as they revise the draft documents based on feedback from Steering Team meetings. Anticipating revised drafts following review by Mahone Bay Planning Team
2	By-laws and Policies	Signage and COVID-19 Vaccination Policies were passed at the December 14, 2021 Council meeting. Currently continuing work on Fire Services By-law research in anticipation of a second meeting with the members of the Fire Department.

3	Communications and Public Engagement	<p>Wrapped up the 2021 weekly Asset Management category communications. Development, coordination, and publishing annual meeting and solid waste collection schedule completed. Annual website updates for meeting schedules, documents, and other important dates. Annual push for dog registration - Finn Morse is dog tag #001 and owners have agreed to the Town's use of his image in promotion. Staff working on annual communications overview. Draft Public Engagement Plans developed for the Strategic Plan Review and the 2022 Municipal Boundary Review. Ongoing production of Mayor's Newsletter, social media and community notification posts; continued support of virtual participation methods for Council and committee meetings.</p>
5	Council Support	<p>2022 Meeting schedule developed, approved, and published. Preparation of the administrative framework continues for the 2022 Council and committee schedule. Ongoing support of Council and committee meetings. Ongoing support for the development of meeting agendas and document packages and follow up of meetings of Council and committees.</p>
		Deputy Clerk continues to act as point

6	Town Hall Reno	person with the construction company for list of deficiencies, etc. Continuing to display Town information and artifacts as part of finalizing the move into the new space.
7	By-law Enforcement	Staff are pursuing active files.
8	Human Resources	Reviewing HR policies and manuals including local comparisons. Developing new forms for application for Development Agreements, as well as amendments to Land Use By-law, and Development Permits to improve process for applicants and streamline process among departments.

By-law and Policy Review - Jan 27, 2022 (Next Update Feb 24)

1	Trees	Target	Staff to research tree policy/by-laws and recommendations received regarding Mahone Bay specifically. In context of Plan Review.
		30-Mar-21	
2	Park By-law	Target	Staff to review Park By-law in context of Plan Review.
		30-Mar-21	
3	Off Premises Signage Policy	Target	Policy approved at the December 12, 2021 Council meeting.
		12-Dec-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	Council/CAO Relations Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
7	Plastic Signage Policy	Target	Signage Policy approved at the December 12, 2021 Council meeting.
		14-Dec-21	

8	Fire Services	Target	A Stakeholder PIM was held with the Fire Department on September 13, 2021. Approval at Council in December 2022 for staff to hold a second meeting with the Fire Department membership before presenting a draft by-law to Council.
		30-Mar-21	
9	Council Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
10	Respectful Workplace Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
11	Fees Policy	Target	Not yet begun
		TBD	
12	Penalties By-law	Target	Not yet begun
		TBD	
13	Committee Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
14	REMO By-law	Target	Final reading passed on July 29, 2021. Currently awaiting Ministerial Approval.
		29-Jul-21	
15	Land-Use By-law and Municipal Planning Strategy	Plan Review Underway. Steering Team reviewing draft LUB and MPS for any edits before the documents are shared with the public for the next round of public engagement.	

Service Statistics - Jan 27, 2022 (Next Update Feb 24)

1	By-law Enforcement	Nov/Dec 21 Parking Tickets: 10		
		Notes: Parking enforcement resulted in 10 tickets and several warnings in the months of November and December. Areas of concern brought forward to By-law Enforcement include storage containers, follow-up on a completed Dangerous/Unsightly file, farm animals.		
2	Police Services (founded & SUI occurrences)	Q3 2021	149	CalendarYTD: 391
		Notes:		
3	Mahone Bay & District Fire Department	Apr-Jun	11	-
		Notes: MVCs: 1; Fire Alarms: 2; Mutual Aid: 4; Medical Calls: 1; Other: 2		
4	Traffic (Speed Signage)	Sept., 2021	<u>38 Clearway</u> ADT (Mon-Fri): 1,289	<u>9 Pond</u> ADT (Mon-Fri): 414
		Oct., 2021	<u>38 Clearway</u> ADT (Mon-Fri): 1,413	<u>9 Pond</u> ADT (Mon-Fri): 534
		Notes: Data from tube counters.		
		YTD:		
5	Solid Waste (Tonnage)	Notes: Recyclables = ; Organics = ; Garbage/Other = ; Cardboard = .		
6	HOME Program	Leads: 50	Installations: 5	
		Notes: Ambassador engagement (Oct-Nov 2020) and installations to resume in 2022 when COVID-19 guidelines permit.		

7	Water Utility	Notes: Water audit report presented to Council's Nov 25, 2021 agenda, recommendations report anticipated in February 2022. Metrics will be updated after new staff come onboard in February.	
8	Electrical Utility	2021/22 Q3: 2,464,012 kWh 2021/22 YTD: 8,361,690 kWh 2020/21 Q3: 2,560,357 kWh 2020/21 YTD: 8,200,888 kWh	
9	CodeRED Registrations	31/12/2021	Residential: 326; Business: 10; Email: 170; Text: 220
		30/11/2021	Residential: 319; Business: 10; Email: 164;
		31/10/2021	Residential: 310; Business: 10; Email: 158; Text: 213
		30/9/2021	Residential: 308; Business: 10; Email: 156; Text: 208
		31/08/2021	Residential: 297; Business: 10; Email: 150; Text: 200
		31/07/2021	Residential: 298; Business: 10; Email: 151; Text: 201
		30/06/2021	Residential: 297; Business: 10; Email: 151; Text: 200
		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
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2021-25 Strategic Plan - Jan 27, 2022 (Next Update Feb 24)

Sustainable Municipal Services

		2021				2022				2023				2024			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1.1.1	Undertake water, wastewater & electrical rate studies	Operating Initiatives															
	Water																
	Wastewater																
	Electrical																
		AREA conducted standing offer for rate study consultants for MEUs Spring 2021. Staff have had initial meetings with BDR North America Inc. re rate study preparation and anticipate report to Council by February 2022.															
1.1.2	Implement initiatives to increase utility demand	Operating Initiatives															
		Council approved EV Home Charger Pilot July 29, 2021. Update on Neothermal ETS pilot - Dalhousie study - provided to Council's Dec 14 meeting. Discussion initiated with FCM re funding support for HOME Program expansion. Report to Council anticipated by March 2022.															

1.1.3 Complete water and wastewater system diagnostics Operating Initiatives

Water



Water Distribution System Audit with Xylem Inc. completed, report provided to Council's November 25 meeting. Additional report on implementation of audit recommendations anticipated by March 2022.

Wastewater



1.1.4 Strategically replace/upgrade utility infrastructure Capital Projects

Project 1



Project 2



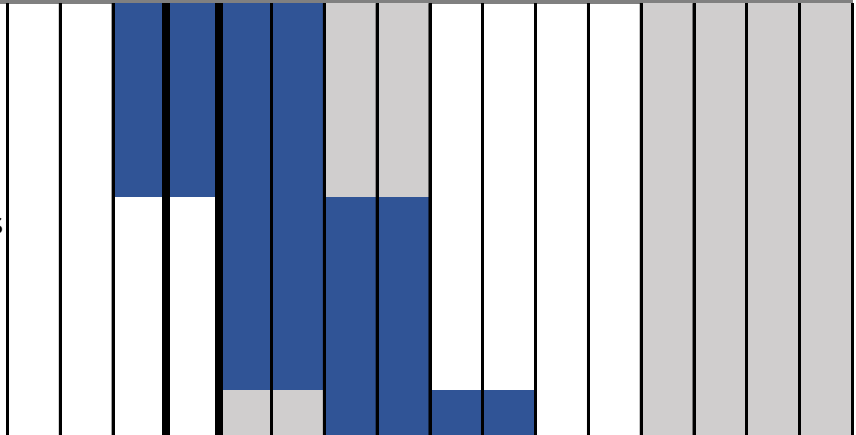
Project 3



Council has met with new MP, MLA and Minister of Municipal Affairs to advocate for Federal and Provincial infrastructure funding. Initial project to upgrade lines from Main Street to Water Treatment Plant (with MacLeod Group) underway now, completion expected in Spring of 2022. Additional report on water/wastewater infrastructure anticipated by February 2022.

1.2.1 Develop 10-year asset management plans for each asset class

Electrical
Water
Wastewater
Stormwater
Buildings and facilities
Transportation
Recreational facilities
Equipment & Vehicles
Natural infrastructure



AIM Cohort 2.0 began November 10th, running to March 2022. Development of draft Electrical, Water, Wastewater and Stormwater asset management plans currently underway with AM Committee. Cohort 2.0 outputs to be provided to support Council's 2022-23 budget process.

1.2.2 Integrate asset management plans into 10-year capital budget



1.3.1 Accessibility Operational Plan

Operating Initiative / Capital Projects



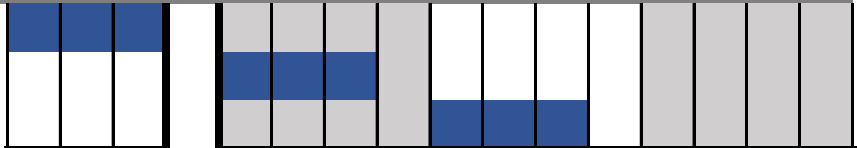
New shared Lunenburg County Accessibility Coordinator Ellen Johnson started with MoC. Meeting with Town staff re development of Mahone Bay Accessibility Operational Plan.

1.3.2 Improve transportation infrastructure to support healthy living@apital Projects

Project 1

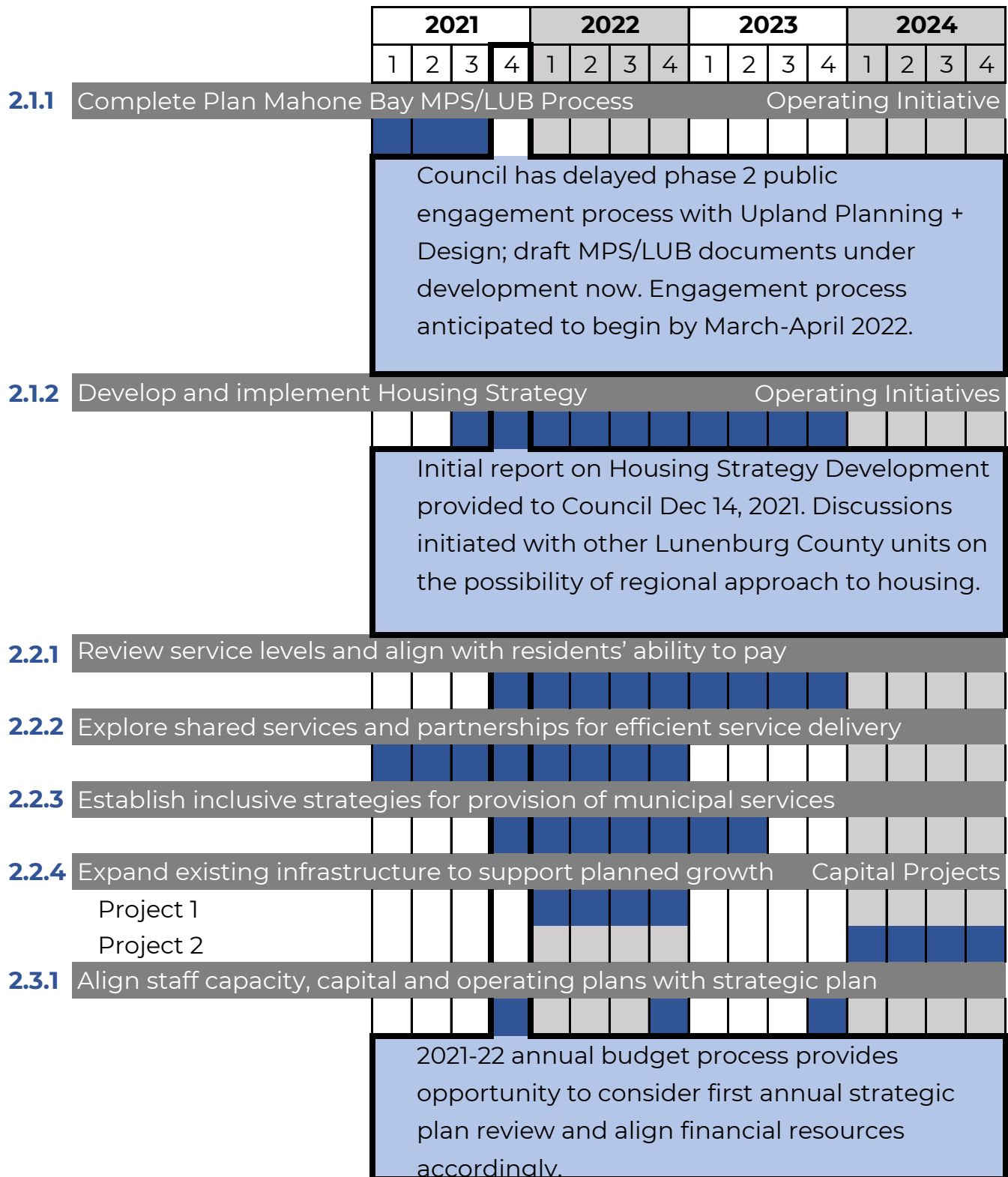
Project 2

Project 3

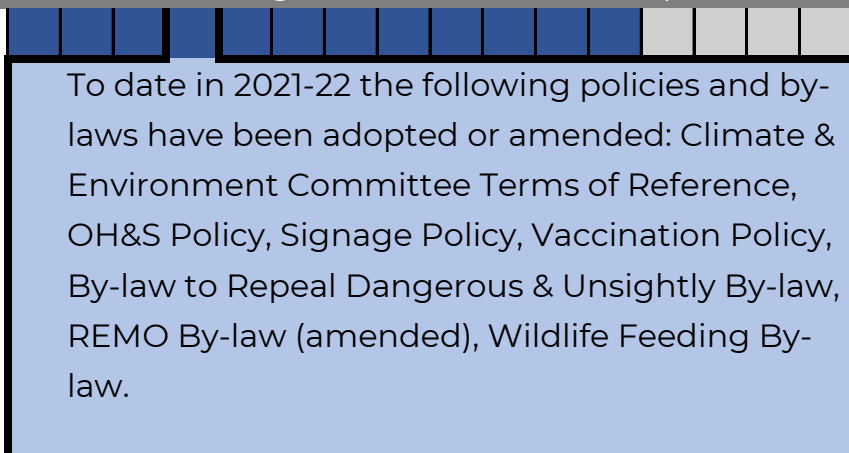


2021-22 project underway with Cherry Lane one-way configuration in Sept., grant applications submitted to Canada Community Revitalization Fund and Connect2 Program, and underway for Federal Active Transportation fund. Initial traffic calming improvements to Kinburn / Clairmont (speed humps) completed. Crossings at Kedy's Landing, Lutheran Church and Medical Clinic, along with trail crossing at Long Hill Road and Main Street underway for substantial completion by March 31st. Priorities for future year transportation projects to be discussed at upcoming Policy & Strategy Committee meeting.

Equitable & Inclusive Growth



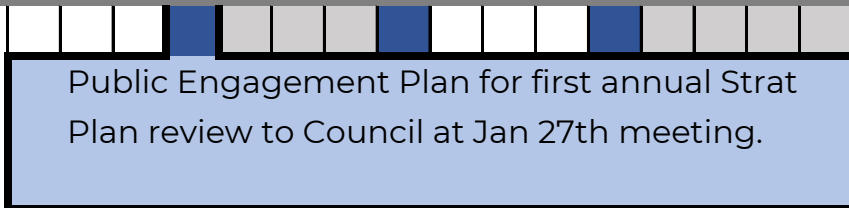
2.3.2 Update policies and by-laws for effective governance and Plan implementation



2.3.3 Prioritize public engagement processes supporting Plan implementation

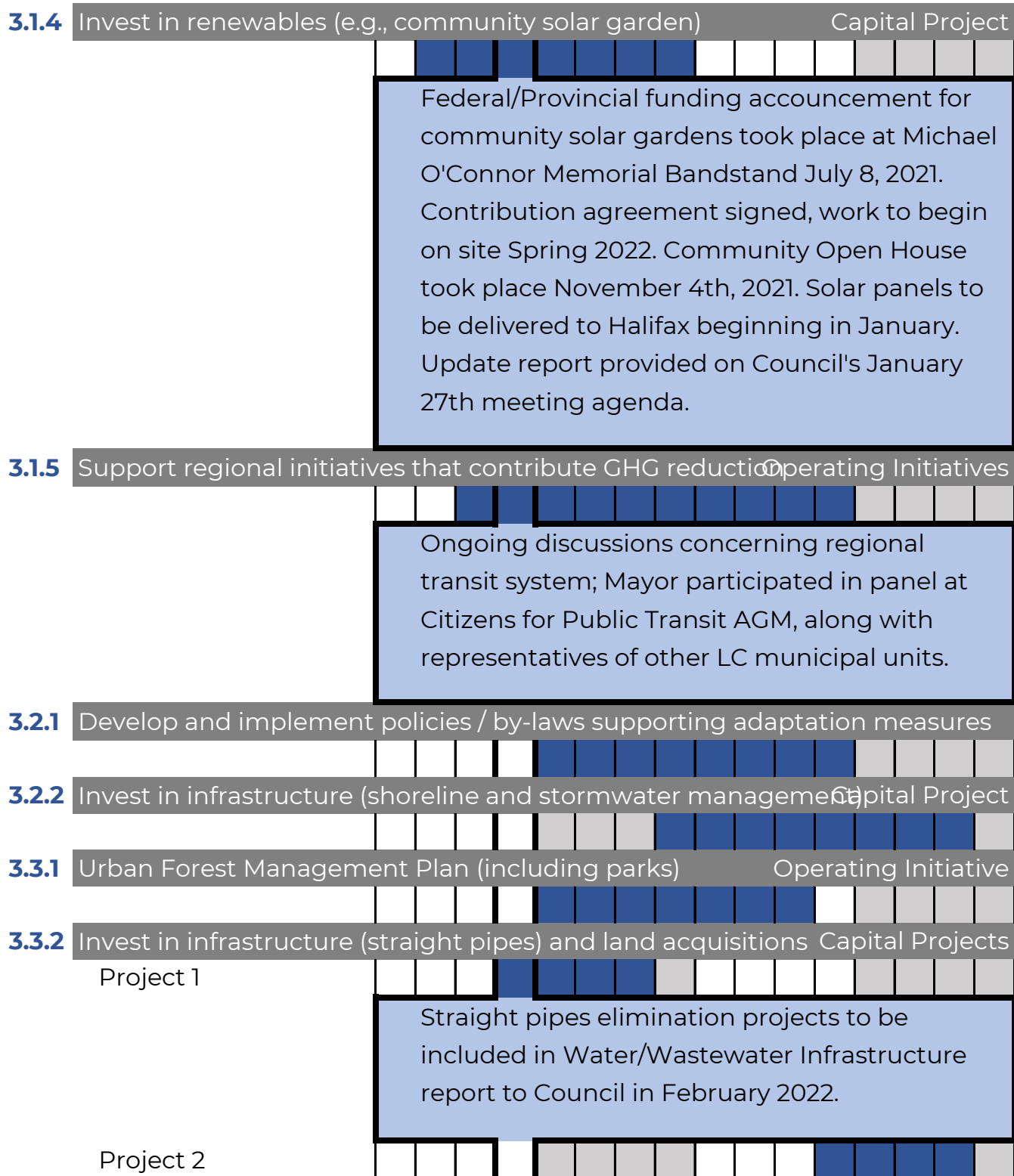


2.3.4 Regularly review progress and continually improve strategic plan



Environmental Leadership

	2021				2022				2023				2024			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
3.1.1	Community Greenhouse Gas (GHG) Reduction Action Plan Operating Initiatives															
	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
	Implementation of Community Greenhouse Gas (GHG) Reduction Action plan proceeding apace. On Dec 14th Council approved Terms of Reference for Climate & Environment Committee to review the GHG Reduction Action Plan and recommend updates to Council.															
3.1.2	Expand home heating program Operating Initiative															
	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
3.1.3	Expand electric vehicle charging infrastructure Capital Projects															
	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
	Equipment received, installations completed by staff in 6 locations (town hall, marina, clairmont street, MBC, main street). The remaining 2 chargers to be installed at the fire station when the site preperation is completed. Signage to be installed and chargers to be brought online in the coming weeks. Promotion of EV chargers is in full swing; expected to increase once chargers come online (end of January 2022).															




2021-22 Budget - Operating Initiatives - Jan 27, 2022 (Next Update Feb 24)						
	Budget	YTD				
1 2021 Asset Management Project	\$12,000	\$5,214	<div><div></div><div></div><div></div><div></div><div></div></div>			75%
	Notes: AIM Network Cohort Program 2.0 began Nov 10, 2021 (expected to run Mar. 2022).					
2 Accessibility Operational Plan	\$25,000	\$0	<div><div></div><div></div><div></div><div></div><div></div></div>			25%
	Notes: Initial meetings underway with MoC/Lunenburg County Accessibility Coordinator (MoC).					
3 Park Cemetery Mapping Project	\$4,000	\$0	<div><div></div><div></div><div></div><div></div><div></div></div>			25%
	Notes: Community Works Program funding now anticipated, staff working with NSCC to identify opportunities with students. Hiring process anticipated for a March start so that mapping can be completed in advance of foliage which has interfered with GIS capabilities in person.					
4 MPS / LUB Update - Year 2	\$31,000	\$3,726	<div><div></div><div></div><div></div><div></div><div></div></div>			50%
	Notes: Currently underway with Upland Planning and Design.					
5 Housing Strategy Development	\$30,000	\$0	<div><div></div><div></div><div></div><div></div><div></div></div>			25%
	Notes: Outreach begun to other Lunenburg County units concerning possible regional approach.					
6 Water System Diagnostics	\$60,000	\$20,335	<div><div></div><div></div><div></div><div></div><div></div></div>			75%
	Notes: Water audit with Xylem Inc. completed. Report included on November 25 Council Mtg. agenda. Staff following up on recommendations (identified leaks); recommendations report anticipated to Council by March 2022.					

7	Electric Utility Rate Study	\$5,000	\$0	<div><div></div></div>	25%
		Notes: Initial meetings underway with BDR North America Inc. (selected via AREA's request for standing offer process).			
8	Electric Utility "Grow the Load" Initiatives	\$12,000	\$8,545	<div><div></div></div>	25%
		Notes: EV home charger pilot approved July 29, 2021, will be launched Q4 2021-22.			
9	Electrical System Diagnostics	\$50,000	\$0	<div><div></div></div>	25%
		Notes: Existing transformers assessed for multi-year replacement plan to meet federal requirements. RFP for transformer replacements under development.			


2021-22 Budget - Capital Projects - Jan 27, 2022 (Next Update Feb 24)

Town General

		Budget	YTD					
1	Repair/Renovate Town Hall Facility	\$200,000	\$289,962.00	<div><div></div></div>	<div><div></div></div>	<div><div></div></div>	<div><div></div></div>	
		Notes: Work completed; final report on project provided to Council's Oct 28th meeting.						
2	Transportation Project 2021-22	\$120,000	\$1,059.00	<div><div></div></div>	<div><div></div></div>	50%		
		Notes: Cherry Lane (one-way street) completed. Funding applications for other components submitted / underway. Clairmont/Kinburn traffic calming (speed humps) completed in December. Crossings at Kedy's Landing, Lutheran Church and Medical Clinic, along with trail crossing at Long Hill Road and Main Street underway for substantial completion by March 31st.						
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: As required.					
5	Replace Lift Station Pump (Small Pump)	\$12,000	\$0.00	Not Yet Begun			
		Notes: Coordinated with lift station repairs project.					
6	Sea Level Rise/Storm Protection (Edgewater St.)	\$349,800	\$4,439.00	Not Yet Begun			
		Notes: 2020-21 operating initiative for development of educational materials including 3D model - supporting Coastal Action pilot - completed (project website live).					
7	Purchase EV for Demonstration	\$30,000	\$0.00	Not Yet Begun			
		Notes: Report to Council anticipated in Febuary 2022.					
8	Solar Garden Development	\$5,805,686	\$10,362.00	<div><div></div></div>	<div><div></div></div>	<div><div></div></div>	25%
		Notes: ICIP funding contribution agreement signed, work to begin on site Spring 2022. Community Open House took place November 4th, 2021. Solar panels to be delivered to Halifax beginning in January. Update report provided on Council's January 27th meeting agenda.					
9	Fix/Repair Bayview Cemetery Fence	\$50,000	\$0.00	<div><div></div></div>	<div><div></div></div>	<div><div></div></div>	25%
		Notes: Funding anticipated under Provincial Beautification and Streetscaping program. Request for Tender closed Nov 17th, awarded to Cytizen Developments. Completion expected by March 31, 2022. Discussion of potential additional project components - eligible for BSP funding - anticipated at February Cemetary Committee meeting.					

10	Renovate Comfort Station for Year Round Use	\$6,000	\$8,687.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: Installation of heaters and insulation completed. Comfort Stations approved to operate until Christmas break this year. Report anticipated to Council in February 2022.			
11	Drill Well at VIC (as needed)	\$10,000	\$0.00	Not Yet Begun	
		Notes: As required.			
12	Lift Station Repairs	\$40,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%
		Notes: RFP for work under development with CBCL Ltd., to be issued in early 2022.			
13	Speed Signs	\$10,000	\$9,354.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: New signs installed on Edgewater Street and Main Street.			
14	PAA Pilot Project	\$32,000	\$4,985.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: Project is in final stages of completion with staff implementing the recommendations of the final report for modification of chemical building.			
15	Waste Receptacles	\$12,000	\$180.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: Cigarette butt recyclers have been installed. 10 Dog Waste receptacles / bag dispensers have been installed.			
16	Aquatic Garden Entrance	\$20,000	\$0.00	Not Yet Begun	
		Notes: Garden club beautification of Clairmont entrance complete; signage to be designed over winter. Additional access considerations pending accessibility standards.			
17	Wharf Repairs (as needed)	\$5,000	\$3,129.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: Rockwall Repairs & Wheel Guard installed.			
18	Bandstand - Phase 3	\$20,000	\$0.00	Not Yet Begun	
		Notes: Staff have prepared and submitted two of three planned funding applications. If funding is obtained work could begin Spring 2022 for 2022 season.			

19	Town Hall Furnishings - Furniture & Equipment	\$15,000	\$12,335.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: Furnishings, furniture and equipment installed. Staff following up on additional input from Council.			
20	Home Heating Program - Town Portion	\$50,000	\$5,214.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%
		Notes: Dalhousie modelling report on applicability of ETS / water heating project completed. Staff are investigating options for a program review with FCM.			
21	Line Replacement - Fairmont to Civic 794 Main	\$448,350	\$0.00	Not Yet Begun	
		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 Begun	
		Notes: Waiting on ICIP Funding			
24	Line Replacement - Long Hill Rd. to WTP	\$782,145	\$0.00	Not Yet Begun	
		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			
26	Replace Culverts on Longhill Rd.	\$10,638	\$9,589.00	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: All culverts and ends installed. Laneway asphalt being installed late November.			

Fire Services						
1	Build New Fire Station	\$3,052,000	\$1,778,675.00	<div><div></div><div></div><div></div></div>	75%	
		Notes: Construction of Phase 1 is well underway. The addition of Phase 2 pushed back the timeline marginally for an expected completion date of February/March 2022.				
2	New Digital Radio's and Pagers	\$12,500	\$0.00	<div><div></div><div></div><div></div></div>	75%	
		Notes: New radios have been ordered. Should be arriving shortly.				
3	Replace Pumper Truck	\$675,000	\$0.00	Not Yet Begun		
		Notes: Staff are working on preparing a Tender document for procurement of a new Pumper Truck.				
4	iPads for Fire Vehicles	\$2,700	\$0.00	<div><div></div><div></div><div></div></div>	75%	
		Notes: iPads have been ordered through Bell. Should be arriving shortly.				
5	New Bunker Gear	\$15,600	\$15,883.00	<div><div></div><div></div><div></div></div>	25%	
		Notes: New boots have been ordered to replace expired gear. More gear will be ordered in the coming				
6	BA Face Masks with Glasses	\$5,000	\$2,828.00	<div><div></div><div></div><div></div></div>	75%	
		Notes: Masks and glasses interest have been ordered.				
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: As required.				
3	Install Water Meters as Required	\$3,000	\$0.00	Not Yet Begun		
		Notes: As required.				
4	Install Corrosion Coating in Chemical Room	\$10,000	\$0.00	Not Yet Begun		
		Notes:				

5	Deadend Flushings - System Extremities	\$13,000	\$9,014.29	<div><div></div></div>			25%
		Notes: EQ received, will be installed in Spring 2022.					
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	\$716.13	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: All quotes have been gathered. Approval pending.					
11	Exterior Walls at Water Treatment Plant	\$15,000	\$0.00	Not Yet Begun			
		Notes: All quotes have been gathered. Approval pending.					
12	Replace Compressor at Water Treatment Plant	\$9,500	\$0.00	Not Yet Begun			
		Notes: All quotes have been gathered. Approval pending.					
13	Line Replacement - Fairmont to Civic 794 Main	\$448,350	\$1,223.00	Not Yet Begun			
		Notes: Waiting on ICIP Funding					
14	Line Replacement - Cherry Lane to Long Hill Rd.	\$1,355,725	\$3,105.12	Not Yet Begun			
		Notes: Waiting on ICIP Funding					
15	Line Replacement - Main St. West - Civic 5 to Civic 147	\$163,705	\$2,424.00	Not Yet Begun			
		Notes: Waiting on ICIP Funding					

16	Line Replacement - Long Hill to Water Treatment Plant	\$782,145	\$1,604.44	Not Yet Begun		
		Notes: Waiting on ICIP Funding				
17	Line Extension - Main St. East - Civic 932 to Civic 994	\$132,965	\$1,441.00	Not Yet Begun		
		Notes: Waiting on ICIP Funding				
18	Service Extensions - Fairmont St.	\$100,000	\$0.00	Not Yet Begun		
		Notes: Staff reports to be presented to Council.				
Electric Utility						
1	Pole / Line Replacement as Required	\$25,000	\$1,380.00	<div><div></div><div></div><div></div><div></div><div></div></div>		25%
		Notes: As required.				
2	New Lines from Longhill to Blockhouse	\$60,000	\$59,375.35	<div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	
		Notes: Work completed in November with Himmelman Utility Consulting.				
3	Pad Mount Transformers	\$100,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	
		Notes: Completed				
4	Replacement of Edgewater Street Lamps	\$20,000	\$0.00	Not Yet Begun		
		Notes: Funding application submitted.				
5	New Digital Meters (As Needed)	\$11,000	\$0.00	Not Yet Begun		
		Notes: As required.				
6	Home Heating Program (Utility Portion)	\$50,000	\$0.00	Not Yet Begun		
		Notes: See note above (Town Portion).				
7	New Transformers (As Needed)	\$35,000	\$0.00	Not Yet Begun		
		Notes: As required.				



Town of Mahone Bay

Staff Report

RE: Community ACCESS-Ability Program 2022

February 8th, 2022

General Overview:

This report is intended to provide Council with a recommendation concerning application to the 2022 Community ACCESS-Ability Program from the Provincial Department of Communities, Culture and Heritage.

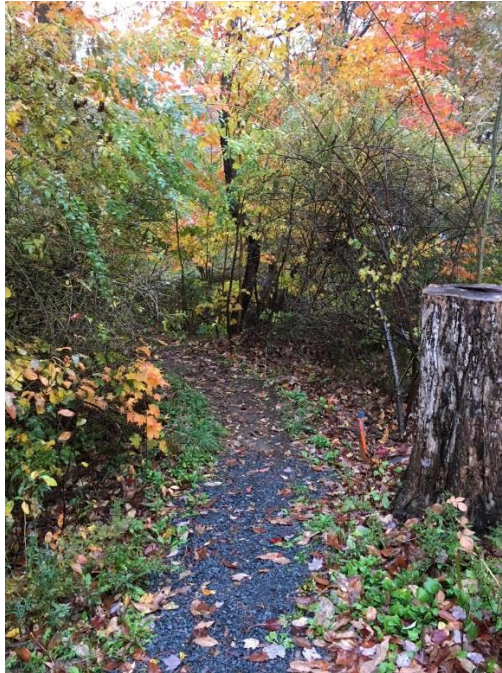
Background:

In 2021 Mahone Bay, along with the other four municipalities in Lunenburg County, approved the Lunenburg County Accessibility Plan. In Council's 2021-25 Strategic Plan, approved June 3rd, 2021, Council committed to "Improve Accessibility of Public Infrastructure" in Mahone Bay and instructed staff to work to develop and implement an Accessibility Operational Plan for Mahone Bay. Lunenburg County Accessibility Coordinator Ellen Johnson started in the Fall of 2021, a joint initiative between the five Lunenburg County municipalities, and Town staff have been working with Ellen on the development of our operational plan.

Provincial and Federal funding opportunities to support accessibility improvements to Town infrastructure continue to develop. One of the longest standing funding sources for such improvements is the Community ACCESS-Ability Program from the Provincial Department of Communities, Culture and Heritage. This year the program is offering 66% funding support up to \$50,000 with an application deadline of February 14th, 2022.

Analysis:

In the Town's 2021-22 annual budget approved May 28th, 2021 the Council included an allocation for accessibility improvements to the Town's Aquatic Gardens Park (\$10,000 to be supported by \$10,000 from Community ACCESS-Ability Program) however the deadline for application to the Provincial program for 2021 was missed.



Aquatic Gardens Park Main St. (Quinlan) Entrance

In addition to carrying forward the planned accessibility improvements to the Aquatic Gardens park to 2022, there is an opportunity to apply for additional Provincial funding to support accessibility improvements to the Town's sporting facilities. With other potential improvements to the Sports Field adjacent to the Mahone Bay Centre anticipated in 2022, and Council's recent direction to staff to work with Mahone Bay United to develop a co-management agreement for the field, 2022 Community ACCESS-Ability program funding could support the cost of installing new bleachers and accessible seating, along with the construction an accessible walking track which has been proposed for the facility.



Sports Field adjacent to Mahone Bay Centre – MBU Photo

Ordering new bleachers for the Sports Field presents the opportunity to improve accessibility for the Town's Ballfield as well, where existing bleachers have been in service for many years and are in need of replacement.



Existing Bleachers at Ballfield (Clairmont Street)

Financial Analysis:

With the 2022 Community ACCESS-Ability program offering 66% funding support up to \$50,000, staff present the following proposed project budget for application to the Program:

Aquatic Gardens Park

Accessible Trails and Entrances	\$20,000
---------------------------------	----------

Sports Field

Accessible Bleacher Seating	\$15,000
Accessible Benches and Picnic Tables	\$3,000
Walking Track and Accessible Trails	\$12,000

Ballfield

Accessible Bleacher Seating	\$15,000
-----------------------------	----------

Contingency (10%)	\$6,500
-------------------	---------

TOTAL	\$71,500
-------	----------

Town Portion (33%):	\$24,310
Requested Funding (66%):	\$47,190

Climate Analysis:

Accessibility improvements to trails and the construction of a new walking track at the Sports Field will support residents' physical fitness, encouraging active transportation choices which contribute to a reduction in community GHG emissions from transportation.

Strategic Plan:**1.3. Improve Accessibility of Public Infrastructure**

Establish new and replacement infrastructure to current accessibility standards, increase usage of Town facilities / public spaces, and improve ongoing public engagement.

Recommendation:

It is recommended,

THAT Council direct staff to apply to the Provincial Community ACCESS-Ability Program for funding to support accessibility improvements to the Aquatic Gardens Park, Sports Field and Ballfield.

Attached for Council Review:

- 2022 Community ACCESS-Ability Program Guidelines

Respectfully Submitted,



Dylan Heide
Town of Mahone Bay CAO

Community Access-Ability Program Guidelines



Objective

To assist non-profit community organizations and municipalities with the removal of barriers for persons with disabilities in public buildings and spaces. Proposals are welcome from non-profit organizations, Nova Scotian Mi'kmaq councils or groups, and municipalities.

Under this program, the Provincial Government invests up to two thirds of the costs of improvements, with the applicant responsible for one third of the project's funding. Priority will be given to applications which demonstrate that the improvements proposed is part of an overall plan and commitment to the inclusiveness of persons with disabilities.

Eligibility

Funding is available for improvements that will provide universal public accessibility or to upgrade existing accessible features. Organizations are eligible to submit one application per year.

Eligible facilities must be open for use by all community members and not just to those who belong to the applying organization. For example, a curling club or church hall must be open to the public and not just for members.

New construction is not eligible for funding under this program. Additions to existing structures may be considered if they are designed to improve accessibility. All projects must strive to provide an independent, barrier free path of travel from public curb to interior amenities.

Expenditures for renovations and equipment incurred prior to start of the current fiscal year, which begins on April 1, will not be eligible. Funding applications for improvements to leased premises will be considered, provided the lease period extends to at least two years beyond the date the application is submitted to the department.

Eligible Facilities Include:

- Community halls/meeting facilities
- Libraries
- Community parks or playgrounds
- Community cultural/heritage facilities
- Non-profit shelters/group homes
- Sport & recreation facilities
- Royal Canadian Legions
- Municipal buildings

Ineligible Facilities Include:

- Federally or provincially owned buildings
- Private homes/buildings
- Church sanctuaries
- For-profit facilities

Eligible types of projects may include the following:

- Ramps, power door operators, accessible doors, and levered handles
- Barrier free washrooms
- Elevators, lifts, and other mobility assistive devices
- Audio signals and loops and lighting/color contrasting for visually impaired
- Accessible portion of community playgrounds

Funding

- Up to two thirds (2/3) of eligible costs to a maximum of \$50,000
- Applicants may use donated materials or equipment or in-kind work as part of their contribution.
- Eligible in-kind contributions includes applicants labour in the design or construction of the project.
- For unskilled labour, applicants may report up to \$20.00 per hour rate. For skilled labor, applicants may use contractor's commercial rate. Please include a copy of the contractor's professional ID card.
- Applicants are asked to provide a complete description of any in-kind contributions as part of their application, including a description of the service or product, and cost.
- If your organization is eligible for HST exemptions or rebates, please deduct these expenses from your application as the Province will not cover these costs.
- For projects \$10,000 or less funding will be disbursed in 1 transaction of 100%. Grants above \$10,000 will be dispersed in 2 transactions - 80% upon return of the Terms & Conditions document and 20% upon receipt of Final Report.

Documentation Required

Proposals must be completed using the Access-Ability Grant Application Form and submittal of required documentation. Please use the checklist on the application form to ensure you have submitted all required information. Incomplete submissions will delay the consideration of your application. Please ensure to provide a current e-mail address as correspondence and documentation will be forwarded via this e-mail address.

Application Deadline Dates

Deadline for the upcoming fiscal year is February 14, 2022

Please Note:

- All projects must be completed by end of the current fiscal year, which ends on March 31
- Applications will be reviewed by staff at the Department of Communities, Culture and Heritage and our Accessibility Evaluation Panel

For more information contact:

Wayne Matheson

Accessibility Coordinator

(902) 424-4408

AccessAbilityGrants@novascotia.ca

Or contact your closest Regional Office:

Cape Breton Regional Office

Larry Maxwell, 902-578-4813

Central Regional Office

Andrea Redmond 902-456-5908

Fundy Regional Office

Natasha Gray, 902-324-8392

Highland Regional Office

Rae Gunn, 902-338-0659

South Shore Regional Office

Anna Haanstra, 902-930-2872

Valley Regional Office

Anna Sherwood, 902-698-9407



Town of Mahone Bay
Staff Report
Re: Communities on the Move
February 8th, 2021

General Overview:

The purpose of this report is to provide Council with an overview of the Provincial Communities on the Move Pilot and to outline how Mahone Bay could benefit from this program.

Background:

In January 2022, Staff were made aware of a new Communities on the Move Pilot offered through the Communities, Sport and Recreation Division of Communities, Culture, Tourism and Heritage Department of the Government of Nova Scotia. The Nova Scotia Communities on the Move Pilot emphasizes accessible movement and activities which can easily be integrated throughout the day. Examples of this include walking, active play, cycling, gardening, and standing.

The program is intended to enhance initiatives designed to encourage movement and active transportation, and fill gaps in the Municipal/Mi'kmaw Physical Activity Leadership (MPAL) Program. To be eligible for this program, municipalities must:

- Be in the early stages of constructing new significant walking/wheeling infrastructure with approved funding OR have recently introduced significant walking/wheeling infrastructure for which community uptake has not been maximized.
- Be positioned to increase reach and support to equity seeking groups.
- Demonstrate other readiness to advance this work.

The Communities on the Move Pilot will provide funding of up to \$100,000 to up to three communities who meet the qualifying criteria and are ready to advance physical activity and movement with additional focus. Town staff submitted an expression of interest for the Communities on the Move Pilot program and were invited to submit an application for the program, required by February 22nd, 2022.

Analysis:

Mahone Bay meets the qualifying criteria and would benefit from the Communities on the Move Pilot. The Town has committed to enhancing active transportation within the Town, as noted in the Greenhouse Gas (GHG) Reduction Action Plan and the 2021-25 Strategic Plan. The Town recently installed speed humps on Clairemont St, after this was identified as a way to increase pedestrian and cyclist safety, which was supported by Connect2 Program funding from the Provincial Department of Natural Resources and Renewables (formerly Energy & Mines). Mahone Bay has

additional shovel-ready projects and funding (from the Connect2 program) to improve our active transportation infrastructure over the coming year and additional funding for active transportation funding will be sought from the new Federal Active Transportation Program as well as potentially from the Provincial Community ACCESS-ability Program.

The Communities on the Move Pilot would help address a gap in staff capacity in the Town of Mahone Bay to shepherd the existing active transportation improvements to completion, coordinate with local stakeholders, encourage and promote these resources in the community, and provide oversight and monitoring on uptake of these improvements. A term staff person funded through the program would increase the Town's ability to identify gaps in our active transportation infrastructure (particularly as related to our commitments to accessibility), host community movement events, assess how infrastructure improvements have impacted residents' use of active transportation routes, and seek out and obtain funding for additional active transportation improvement projects. This would allow the Town to maintain active transportation improvements as a top priority while supporting the implementation of our Accessibility Operational Plan.

Financial Analysis:

The funding for this position would be requested from the Community on the Moves Pilot program, with no additional funding provided by the Town for the position. The financial contribution of the Town would involve budgeted and planned active transportation infrastructure improvements throughout the term of the project. Mahone Bay would also commit to continuing to prioritize and seek funding for active transportation infrastructure improvements. Staff suggest requesting \$100,000 of funding from the program to go towards funding an 18-month full time term position, materials and equipment, and a promotional and event budget. The funding request would be broken down as follows:

- Full-time salary for 18 month position - \$60,000
- Benefits for the position - \$5,000
- Office equipment - \$5,000
- Promotion budget - \$10,000
- Event budget - \$5,000
- Eco – counting equipment / measurement - \$15,000

Climate Analysis:

Applying for the Communities on the Move Pilot would help fulfill Action #7 of the GHG Reduction Action Plan. Transportation has been identified as the second largest greenhouse gas emissions in Mahone Bay, and Action #7 of the GHG Reduction Action Plan notes that 40% of trips within the Town should involve walking or cycling by 2040, and 50% by 2050. Adding a staff person dedicated to encouraging movement and active transportation, as well as applying for funding for active transportation infrastructure would assist Mahone Bay in reaching our transportation goals.

Links to Strategic Plan:

1. Sustainable Municipal Services:

1.3 Improve Accessibility of Public Infrastructure

- Strategically improve transportation infrastructure to support healthy Living.

3. Environmental Leadership:

3.1 Reduce Community Greenhouse Gas Emissions

- Implement community Greenhouse Gas (GHG) Reduction Action Plan.

Recommendation:

It is recommended,

THAT Council directs Staff to apply for the Communities on the Move Pilot program.

Attached for Council Review:

None

Respectfully submitted,



Martha Horsman

Climate and Energy Program Manager





**Town of Mahone Bay
Staff Report
Re: Fire Station TBR Renewal
February 3rd, 2022**

General Overview:

The purpose of this report is to provide Council with a summary of the requirements from the Department of Municipal Affairs and Housing (DMAH) to renew all Temporary Borrowing Resolutions (TBR's) that extend beyond a 12 month period.

Background:

The original TBR for the Solar Garden was approved by Council on January 18th, 2021 in the amount of \$2,700,000. It was subsequently reviewed and approved by DMAH on February 20th, 2021.

Analysis:

As Temporary Borrowing Resolutions are only in effect for 12 months from the date of approval by DMAH, the Solar Garden TBR will be soon expiring and will need to be renewed for another term until the project is completed. The current projections indicate that the project will be operational in the Fall of 2023. Therefore, it is likely that this TBR will need to be renewed again in February of 2023 to bridge the time until the Town is able to enter into a Long Term Debenture with MFC upon completion of this project.

Recommendation:

It is recommended,

- THAT Council approve the attached Temporary Borrowing Resolution Renewal for the Solar Garden Project in the amount of \$2,700,000.

Respectfully submitted,

**Luke Wentzell
Manager of Finance**

MUNICIPAL COUNCIL OF THE

TEMPORARY BORROWING RESOLUTION

Amount: \$ _____

Refinancing Project: _____

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the _____ subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute; and,

WHEREAS clause 66 (4)(b) of the Municipal Government Act authorizes the Municipality to expend funds for the purpose of paying or retiring debentures;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the _____ borrow a sum or sums not exceeding _____ Dollars (\$ _____) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the _____ to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Town borrow from time to time a sum or sums not exceeding _____ Dollars (\$ _____) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____ held on the _____ day of _____, 2021.

GIVEN under the hands of the Clerk and under the seal of the Council of the _____ this _____ day of _____, 2021.

Clerk

From (Municipal Body)

To:

The Honourable Joyce Murray
Minister's office
200 Kent St
Station 15N100
Ottawa ON K1A 0E6

Dear Minister Murray

On *(Date)* our Council received a presentation on the Federal Government's Ghost Gear Fund (Sustainable Fisheries Solutions and Retrieval Project Contribution Programme), delivered by Titan Maritime of Mahone Bay.

It is Council's understanding that the Fund will terminate on March 31 of this year.

As the Fisheries Industry is so important in our coastal communities in South West Nova Scotia, we request that Federal Government consider the extension of this programme *annually/ until at least _____*.

The retrieval of Abandoned, Lost, Damaged and Discarded fishing gear is important for the health of our coastal environment and the vitality of this important industry.

Optional - As municipalities we can also do our part in encouraging all residents to help remove this material from our coastline, and encourage them to participate in recycling programmes.

Thank you for your consideration of this request,

Respectfully *Mayor/Warden* and Council for the _____

Budget Parameters – February 8, 2022
Councillor Kelly Wilson

What I would like to suggest is a discussion of councillors around the idea of setting some ground rules or parameters as we start the budget process.

For example:

- An agreement that with the large increases in assessments there will be no rate increase
- An agreement to review the staffing we currently have to assess current relevance, value added OF THE POSITION, NOT THE PERSON.
- An agreement that we will only budget items that we feel can reasonably be accomplished during the year and to leave out other initiatives which we know in advance are unlikely to proceed
- An agreement that we will BUDGET any monies that should be earmarked for operating or other surplus (contingency) funds

A special meeting of the Audit & Finance Committee for the Town of Mahone Bay was held on Thursday, January 27, 2022 at 3:00 p.m. via video conferencing.

Present:

Mayor D. Devenne (Chair)
Councillor A. Burdick
Councillor P. Carver
Councillor J. Feeney
Councillor R. Nowe
Councillor K. Wilson
B. Lewis
D. Haley
CAO D. Heide (Secretary)
Manager of Finance L. Wentzell

Absent:

Deputy Mayor F. Kangata (with regret)

Gallery: NONE

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.

Call to Order

The meeting was called to order at 3:03 p.m.

1. Approval of Agenda

A motion by B. Lewis, seconded by Councillor Feeney, **"THAT the agenda be approved as presented."**
Motion carried.

2. 2020-21 Audit – Presentation of Draft Statements

Manager of Finance Luke Wentzell presented the 2020-21 financial statements and addressed questions from Committee members.

A motion by Councillor Feeney, seconded by Councillor Wilson, **“THAT the Committee recommend to Council that the 2020-21 financial statements be approved as presented.”**
Motion carried.

Adjournment

The meeting was adjourned on motion at 4:45 PM.

TOWN OF MAHONE BAY

Chair, Mayor D. Devenne

TOWN OF MAHONE BAY

Committee Secretary, Dylan Heide

The quarterly meeting of the Town of Mahone Bay's Police Advisory Board was held on Thursday, January 27, 2022 at 12:00 p.m. via videoconferencing.

Present:

Mayor D. Devenne
Deputy Mayor Francis Kangata
Councillor Kelly Wilson
Darrell Dawson
Angus Smith (left at 12:20pm)
Clerk & Dep. CAO, M. Hughes
Manager of Public Works & Transportation, J. Uhlman
CAO, Dylan Heide (left at 12:20pm)
Cpl. John Payne, RCMP
S/Sgt Victor Whalen

Absent: David Lesiuk (regrets)

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.

Approval of Agenda

A motion by Mr. Dawson, seconded by Mr. Smith, **"THAT the agenda be approved as amended."**

Motion carried.

Minutes

A motion by Councillor Wilson, seconded by Deputy Mayor Kangata, **"THAT the minutes of the October 28, 2021 meeting of the Police Advisory Board be approved as presented."**

Motion carried.

Presentation of Police Reports

Cpl. John Payne presented the RCMP Quarterly Report for October to December 2021. Discussion following the presentation of the report focused on a few key aspects of the

A motion by Councillor Wilson, seconded by Deputy Mayor Kangata, **“THAT the Police Advisory Board recommend that Council develop a policy regarding surveillance cameras within the Town of Mahone Bay.”** **Motion carried.**

Speed Sign Reports

The Manager of Public Works and Transportation reported on the three speed signs that are now in place, located at Kinburn Street, Main Street, and Edgewater Street.

New Business

PAB Training Review

The membership received their Police Advisory Board training on January 21, 2021 and discussion was focused on the information from the training that the Department of Justice is aware that many communities are experiencing difficulties filling the Ministerial appointment position on Police Advisory Boards.

A motion by Deputy Mayor Kangata, seconded by Mr. Dawson, **“THAT the PAB recommend that Council write to the Department of Justice requesting the ability to recommend an appointment to the Department in place of the Ministerial Appointment which remains vacant.”** **Motion carried**

COVID-19

S/Sgt Whalen advised the PAB membership that the RCMP have not recently been experiencing any particular draw on their resources due to COVID-19 restrictions.

Correspondence received at Council from Department of Justice

The PAB membership received correspondence from the Department of Justice, which had been received at Council on January 11, 2022, regarding the upcoming 2022 review of the contract policing with the RCMP.

Provincial Police Services Agreement

The membership discussed the Provincial Police Services Agreement and possible areas of interest for future discussion of the policing contract.

Next Meeting: April 28, 2022

The meeting adjourned upon motion at 1:06 p.m.

TOWN OF MAHONE BAY

Mayor David Devenne

TOWN OF MAHONE BAY

Town Clerk, Maureen Hughes



RCMP-GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



Mahone Bay PAB Q4 Report

Cpl. John PAYNE
“H” Division RCMP
Lunenburg District



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada 

LUNENBURG DISTRICT STAFF

- 1 Staff Sergeant
- 2 Sergeants
- 7 Corporals
- 33 Constables
- 1 Reserve Constable
- 7 Administrative Staff
- Crime Analyst (Covers numerous areas including Lunenburg District)
- Senior Safety Coordinator (Jointly Managed with BPS)
- Additional Resources on Request – MCU, FIS, ICE
AIR SERVICES, CRITICAL INCIDENT PROGRAM



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SOUTHEAST TRAFFIC SERVICES

- Six member Provincial Unit working out of Lunenburg District (Chester Office)
- Dedicated traffic enforcement throughout Lunenburg and Queens Counties.

These below statistics are in addition to the “Road Safety” work conducted by Lunenburg County District members.

- 390 Summary Offence Tickets
- 512 Written Warnings
- 130 Checkpoints

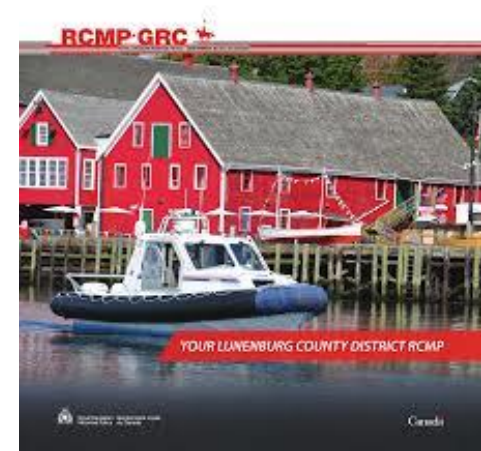


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LUNENBURG DISTRICT FLEET

- (15) Patrol Cars
- (3) Patrol SUVs
- (5) Unmarked Police Vehicles
- (1) Police Boat
- (1) 4 Seat UTV (Side x Side)
- (4) Patrol Bicycles



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Canada

District Facilities

- Chester Detachment
- Lilydale Detachment
- Cookville Detachment



Lunenburg (Lilydale) NS
Telephone: 902-634-8674
Fax: 902-634-4311

Hours of Operation

Monday, Wednesday & Friday
8:30 am to 4 pm

Fingerprints

By appointment only

Services available

- Criminal records check
- Fingerprints
- General information
- Non emergency complaints
- Outside detachment emergency phone
- Report a crime
- Vulnerable sector check

S/Sgt. Victor Whalen
District Commander



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Canada

District Resources

GENERAL INVESTIGATION SECTION (Lunenburg County)

- Cst. Alexander Tucker is Lunenburg District's GIS Investigator. His role is to investigate resource intensive & more complicated criminal files. ie: B&E Series
- Often paired with SCEU Lunenburg District benefits from a highly trained multi-member investigative team.

SCHOOL SAFETY RESOURCE OFFICER (Lunenburg County)

- Constable Ted BAILEY is Lunenburg District's School Safety Resource Officer and is dedicated to providing support to Lunenburg County's 18 public schools. The SSRO works with local schools and delivers programs concerning a range of topics including cyber bullying, and other social media topics. With schools currently being reopened, Cst. BAILEY will be providing school talks in person or virtually, depending on each specific school requirements.

COMMUNITY POLICING VICTIMS SERVICES OFFICER (Lunenburg County)

- Constable Sonia Upshaw is the Community Policing Victim Services Officer for Lunenburg County. Cst. UPSHAW is stationed out of Chester Detachment, and is responsible for maintaining and developing current and future community partnerships within the District.
- Corporal John PAYNE is located in the Lilydale Office and is responsible for the Community Policing Responses in Lunenburg County.



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Quarterly District Calls for Service

- Between October 1st & December 31st, 2021, Lunenburg District had received **2785 Calls for Service** which included Criminal Code, Controlled Drugs and Substance Act, and Provincial Act Investigations.
- Check Stops – 130 - Various Locations throughout the County
- False Alarms - 27
- Wellbeing Checks - 77
- Mental Health Act – 109 (104 in the quarter in 2020)
- Sudden Death – 18
- Crime Prevention -97
- False/Accidental 911 calls – 56
- Missing Person- 6 (all located)



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Street Crime Enforcement Unit

- **SCEU (Street Crime Enforcement Unit) is a 3 member plainclothes investigative team funded by the Department of Justice. On the South Shore the team is integrated with Bridgewater Police Service (BPS) – 2 RCMP & 1 BPS**
- **This team is led by Cpl. Derek McALPINE of the RCMP. SCEU's mandate is to investigate low to mid-level organized crime. They primarily investigate offences under the Controlled Drugs and Substances Act (CDSA) and the Criminal Code in both Lunenburg and Queens County.**



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Town of Mahone Bay

- During this quarter there were 99 total generated occurrences in the Town of Mahone Bay. This includes all reported calls for service from the public as well as self generated enforcement by both the Lunenburg District RCMP members and Southeast Traffic Services (in addition to those included in the attached statistics sheet).

Notable occurrences:

- On October 5th, 2021 Lunenburg members responded to a call of a Sexual Assault. Male youth was arrested and charged. This case is currently before the courts.
- On October 16th, 2021 Lunenburg members responded to a call of a Domestic Assault on Main Street in Mahone Bay. Upon arrival, members located and arrested a male for assaulting his common-law partner. The male was released on conditions not to have contact with the victim. The case is also before the courts.
- On October 22nd, 2021 Lunenburg members responded to a complaint of shoplifting from the Mahone Bay Liquor Store. Video surveillance obtained show a male wearing a mask. To date, police have not yet been able to identify this individual. The investigation is on-going.



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Notable Occurrences Cont'd

- On November 8th, 2021 Lunenburg members arrested a female suspect on Highway 3 in Mahone Bay, for transporting illegal marihuana in her vehicle. The female suspect was charged accordingly and the matter is now before the courts.
- During this quarter a total of 17 Summary Offence Tickets / Warnings were issued to motorists in Mahone Bay. Offences were primarily related to speeding, using a handheld cellular device, not wearing a seatbelt, no insurance, no inspection and no registration.
- A total of 13 Checkpoints were completed during this quarter. The majority of Checkpoints were completed at the intersection of Fauxburg Road and Main Street as well on Edgewater Street. These areas were identified as a result of concerns from the public related to vehicles speeding and not stopping at a stop sign.



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Town of Mahone Bay Quarterly Statistics

(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type		2021	2021	Amount of Change	Calendar Year to Date 2021
		Q4	Q3		
		Current	Previous		
Crimes Against Persons					
Offences Related to Death	0	0	0	0	
Sexual Offences	3	1	2	4	
Assault	2	1	1	5	
Kidnapping/Hostage/Abduction	0	0	0	0	
Robbery	0	0	0	0	
Extortion / Intimidation	0	0	0	0	
Criminal Harassment	0	1	-1	1	
Indecent Harassing Comm.	0	2	-2	5	
Uttering Threats	0	0	0	0	
Property Crime					
Arson	0	0	0	0	
Break and Enter	0	0	0	1	
Unlawfully in a Dwelling House	0	0	0	0	
Theft Over	1	0	1	1	
Theft of Motor Vehicle	0	0	0	0	
Theft of Other MV / Motorcycle	0	0	0	0	
Take MV w/o Consent	0	0	0	0	
Theft Under	3	1	2	6	
Shoplifting	9	0	9	10	
Theft (mail, bicycle, et al)	0	0	0	0	
Theft from Motor Vehicle	0	0	0	4	
Possession of Stolen Goods	0	0	0	0	
Fraud	3	3	0	16	
Identity Theft	1	0	1	2	
Mischief	7	10	-3	29	
Drug Enforcement					
Possession	0	0	0	0	
Trafficking	0	1	-1	1	
Import/Export	0	0	0	0	
Production	0	0	0	0	
Other	2	0	2	2	



Town of Mahone Bay Quarterly Statistics

(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type		2021	2021	Amount of Change	Calendar Year to Date 2021
		Q4	Q3		
		Current	Previous		
Traffic					
	Dangerous Op of MV	0	0	0	0
	Impaired by Alcohol	1	4	-3	8
	Impaired by Drug	0	0	0	1
	Failure/Refusal	0	0	0	0
	Driving while Disqualified	1	0	1	2
	Fail to Stop or Remain	1	0	1	2
	Seatbelt Violation	3	4	-1	25
	Intersection Violation	1	2	-1	13
	Speeding Violation	2	19	-17	34
	Insurance Violation	0	1	-1	3
	Road Side Suspension (Alcohol)	0	1	-1	2
	Road Side Suspension (Drug)	0	0	0	0
	Collision - Fatal	0	0	0	0
	Collision - Non - Fatal Injury	0	1	-1	2
	Collision - Reportable	1	9	-8	13
	Collision - Non Reportable	1	1	0	3
	Off-Road Vehicle Collision	0	1	-1	1
	Municipal By-laws	1	0	1	2
	Other Traffic Offence/Violation	17	21	-4	94
	Other Traffic Related Duties	0	0	0	0
	Checkstop	13	9	4	44
Other					
	911 Call	1	2	-1	7
	Breach of Court Order	0	0	0	0
	Liquor Act	0	3	-3	4
	Mental Health Act	0	2	-2	8
	Missing Person	0	2	-2	3
	Municipal Bylaw - Other	1	2	-1	4
	Other	14	28	-14	85
	Suspicious P V P	3	5	-2	9
	Trespass At Night	0	1	-1	1
	HPA (COVID-19) - Offences only	0	1	-1	9
	HPA (COVID-19) - Other activities	0	0	0	1
	QUA (COVID-19) - Offences Only	0	0	0	0
	QUA (COVID-19) - Other Activities	1	2	-1	28
Total Founded & SUI Occurrences		93	141	-48	495
Total Occurrences*		99	149	-50	525

**Includes Unfounded and Unsubstantiated*