

TOWN COUNCIL AGENDA October 11, 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 Regular Meeting - September 29, 2022

3 Presentations

3.1 - BDR re Electrical Rate Study & Application Process

<u>4 Correspondence – Action Items</u>

5 Correspondence – Information Items

5.1 NSFM - Monday Memo - September 27, 2022

5.2 NSFM - Monday Memo - October 3, 2022

6 Staff Reports

6.1 Staff Report to Council - October 11, 2022

6.2 AREA Solar Garden Monthly Report

6.3 Staff Report – Solar Garden Response

6.4 Staff Report – Ghaffari/Mahmoodi Request

6.5 Staff Report - Municipal Boundary Review

7 Council Items

8 Committee Reports

8.1 Policy and Strategy Committee - September 26, 2022 - draft minutes

9 New Business

10 Closed Session

10.1 MGA 22(2)(c) - personnel matters

The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, September 29, 2022 at 7:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:

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

Absent:

Gallery: Online & 6 in-person gallery

Public Input Session

Norman Mossman of Main Street spoke briefly concerning the impact of the Solar Garden project on his property.

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 Nowe, seconded by Councillor Carver, "THAT the agenda be approved as submitted."

Motion carried.

2. Minutes

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT the minutes of the September 13, 2022 regular meeting of Council be approved as presented."

Motion carried.

A motion by Councillor Wilson, seconded by Councillor Feeney, "THAT the minutes of the September 23, 2022 special meeting of Council be approved as presented."

Motion carried.

3. Presentations

3.1 Lesley McFarlane and Lisa Bozek - MJSB

Council received a presentation Lesley McFarlane, COO, and Lisa Bozek, Director of IT, from the Municipal Joint Services Board to introduce themselves to Council;

<u>4. Correspondence – Action</u>

4.1 Mary Lou and John Croft – Grant Request

A motion by Deputy Mayor Kangata, seconded by Councillor Feeney, "THAT Council approve the request from Mary Lou & John Croft to provide a grant of \$350 in support of Ukrainian refugees."

Motion carried.

4.2 Peter Redden – Solar Garden project location request.

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT Council direct staff to prepare a detailed response to Mr. Redden and Ms. Doig's letter – and Mr. Mossman's letter – regarding alternative sites / approaches for the Solar Garden project, including identified benefits or drawbacks of each, timelines of any relevant decisions of Council, and references to any public documentation where available."

Motion carried.

5. Correspondence - Information Items

5.1 Bruce Bardon – Petition RE Mahone Bay's Planned Expropriation of Private Resident's Land.

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT Council direct staff to send a letter to Mr. Bardon thanking him and advising him that his questions, along with those of the petition's signatories, will be addressed at the Town's open house on Wednesday, Oct 19."

Motion carried.

- 5.2 NSFM Monday Memo September 12, 2022
- 5.3 Guy Deveau, Joint Regional Transportation Agency Creation of JRTC Crown Corporation.
- 5.4 Patricia Smith, Society of St. Vincent de Paul Thank you for grant.
- 5.5 Alan V. Parish, Warden, County of Annapolis Moratorium on Aerial Herbicide Spraying.
- 5.6 Bill Kowalski Thanks for parking fix at Orchard Street and Main Street.
- 5.7 NSFM Monday Memo September 20, 2022
- 5.8 Norman and Doreen Mossman Proposed power line and road from solar garden

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT correspondence items number 5.2 to 5.8 be received and filed."

Motion carried.

6. Staff Reports

6.1 Council Report

Council received the Staff Report to Council for September 29, 2022.

A motion by Deputy Mayor Kangata, seconded by Councillor Nowe, "THAT Council accept the report for information."

Motion carried.

6.2 Staff Report – Fire Station Financing *deferred from September 13, 2022 Council received a staff report with information as it relates to the cost and financing for the Mahone Bay & District Fire Department's newly constructed Fire Station and Hall.

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT Council approve a Transfer from the Town Capital Reserve in the amount of \$250,000, for Phase 2 of the Fire Station and Hall Project."

Motion carried.

6.3 Special Election Update

Council received a staff report with an update regarding the 2022 Special Election.

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT Council set Tuesday, November 1, 2022 as Nomination Day for the 2022 Special Election."

Motion carried.

A motion by Councillor Feeney, seconded by Councillor Carver, "THAT Council appoint Leah Zinck as the Returning Officer for the Town of Mahone Bay Special Election."

Motion carried.

A motion by Councillor Wilson, seconded by Councillor Carver, "THAT Council appoint Maureen Hughes at the Deputy Returning Officer for the Town of Mahone Bay Special Election."

Motion carried.

A motion by Deputy Mayor Kangata, seconded by Councillor Nowe, "THAT Council approve the use of the Provincial List of Electors for the Town of Mahone Bay Special Election."

Motion carried.

6.4 Staff Report - Municipal Boundary Review

Council received a staff report with an overview of information received from the public participation process to inform Council's application to the Nova Scotia Utility and Review Board for the 2022 Municipal Boundary Review.

A motion by Councillor Feeney, seconded by Councillor Wilson, "THAT Council make application to the Nova Scotia Utility and Review Board that the number of councillors for the Town of Mahone Bay be six, that Council provide the reasons for the recommendation regarding the number of Councillors and, that Council make application to the Nova Scotia Utility and Review Board that Mahone Bay remain undivided by polling districts.

Motion carried.

6.5 Memo - Request to use Old Firehall for Flu Vaccine Clinic

Council received a memo with information on a request from the Kinburn Pharmasave to use the old firehall to hold their 2022 Annual Flu Vaccine clinic.

A motion by Councillor Carver, seconded by Councillor Nowe, "THAT Council approve the request from the Kinburn Pharmasave for use of the old firehall to hold their 2022 Annual Flu Vaccine clinic, with details to be arranged by staff." Motion carried.

6.6 Staff Report - 2022/23 Business Plan

Council received a staff report to present to Council the draft 2022-23 Business Plan for the Town of Mahone Bay. Discussion on the draft business plan was deferred to follow the Closed Session.

<u>6.7 Staff Report – Fall 2022 Transportation Update</u>

Council received a staff report to present Council with updates on the implementation of transportation projects and initiatives previously approved by Council.

A motion by Councillor Feeney, seconded by Councillor Wilson, "THAT Council convey approval for the installation of new trail-head signage by the local trail associations, where applicable."

Motion carried.

A motion by Deputy Mayor Kangata, seconded by Councillor Carver, "THAT Council hereby set speed limits within the boundaries of the Town of Mahone Bay at 40 km/h with the exception of Main Street and Edgewater Street, which are considered

arterial/collector roads by the Province and therefore have a speed limit of 50 km/h, and established school zones where the speed limit drops to 25 km/h when children are present."

Motion carried.

A motion by Councillor Wilson, seconded by Deputy Mayor Kangata, "THAT Council approve the installation of speed humps/cushions on Pleasant Street, from Fairmont to Fauxburg Road, as well as on Fauxburg Road, with a letter to be distributed to residents of Pleasant and Fauxburg informing them of the Town's intention in this regard and providing contact information for the Town's CAO/Traffic Authority." Motion carried.

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, "THAT Council approve the installation of a wayfinding kiosk and bike racks at the Western end of public parking lot on Clairmont Street, supported by confirmed funding from the Provincial Connect2 program."

Motion carried.

7. Council Items

7.1 Mayor Devenne - Appointment to Community Logo Steering Team

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, "THAT Council defer appointment of members to the Community Logo Steering Team until the first Council meeting in January 2023 or until sufficient public nominations have been received to fill available seats on the steering team."

Motion carried.

7.2 Councillor Nowe

A motion by Councillor Nowe, seconded by Councillor Wilson, "THAT Council approve the Public Works Department move to the Old Firehall at 184 Kinburn Street, at least until April 2023, to assess the feasibility of a permanent move to that location."

A motion to Councillor Wilson, seconded by Councillor Carver, "THAT the motion be tabled to the regular meeting of Council scheduled for October 27, 2022."

Motion carried.

8. Committee Reports

<u>8.1 Asset Management Committee - September 22, 2022</u>

Council received the draft minutes of the September 22, 2022 meeting of the Asset Management Committee.

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT Council direct staff to send a letter to Patti Sharp expressing the Town's appreciation for her service on the Asset Management Committee."

Motion carried.

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, "THAT Council accept the report of the Asset Management Committee for Sept. 22, 2022."

Motion carried.

A motion by Councillor Feeney at 9 pm, seconded by Councillor Nowe, to go into Closed Session to discuss acquisition, sale, lease, and security of municipal property; personnel matters; contract negotiations, litigation or potential litigation; as permitted by the Municipal Government Act section 22(2) sections (a), (c), (e) and (f) respectively.

Motion carried.

Council returned to Open Session at 10:15 pm

Business Arising from Closed Session

A motion by Councillor Feeney, seconded by Councillor Wilson, "THAT Council increase the budget allocation for the purchase of voltage regulators by the electrical utility to \$100,000."

A motion by Councillor Wilson, seconded by Deputy Mayor Kangata, "THAT Council approve the change order from Tulloch Engineering in the amount of \$27,985."

Motion carried.

A motion by Councillor Carver, seconded by Councillor Nowe, "THAT Council approve a credit in the amount of \$1,678 for water service to 16 Orchard Street."

Motion carried.

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, "THAT Council approve the reimbursal of Bill Lewis at 78 Pleasant Street in the amount of \$2,000, for removal of a tree at the direction of the Town, where the tree was found to be located on Town property."

Motion carried.

A motion by Deputy Mayor Kangata, seconded by Councillor Feeney, "THAT Council approve the 2022-23 Business Plan as presented."

Motion carried.

Council adjourned upon motion at 10:18 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

CAO, Dylan Heide

INTRODUCTION TO RATE STUDY AND APPLICATION TO THE NSUARB FOR RATES EFFECTIVE JANUARY 2023

Prepared for
Town Council of Town of Mahone Bay
October 11, 2022



Introduction

- To make "ends meet" in 2023, without unplanned new debt, Mahone Bay will need a very substantial rate increase
- Numbers not finalized, but could be about 30%
- Purchased power cost increasing by 40%
- Increase also needs to provide for any capital expenditures and increases in operating costs
- Rates need approval of the NSUARB, need to apply right away to make new rates effective January 1
- BDR, who are specialists in utility rates, prepared a Rate Study for Riverport, now working to finalize one for Mahone Bay
- Purpose of the presentation is to explain the Rate Study to you
- Council approval is needed for the Rate Study to be submitted to the UARB.

Rate Study Team

- BDR is a firm of specialists in utility rates and regulation
- Hired along with CIMA+ to do Rate Studies for Berwick, Antigonish and Riverport as well as Mahone Bay
- Joint effort reduces costs
- Staff has supported us in collection of data; BDR now working to complete the Rate Study
- Paula Zarnett Vice President of BDR, more than 20 years working in utilities, and now a consultant
- Trent Winstone Senior Consultant with BDR, Previously worked at Enbridge (Gas), now a consultant
- Both specialize in utility rates and regulation
- Resumes available

Regulatory Process

- Must get approval from UARB in order to change rates. Rate study is the "evidence" to show the UARB the rate increase is needed
- Before filing Rate Study with UARB, must have approval from this Council
- We plan to file within a few days of your approval
- Notices to stakeholders
- Any stakeholder may participate, ask questions and give their position on issues to the UARB
- Written questions
- Hearing
- Decision

What's in the Rate Study

- General information about the utility
- Detail of assets and their value
- Total amount invested, including asset value and working capital
- Proposal about net income utility needs
- Detail of expenses
- Total revenue needed to cover costs,
- How much revenue the utility will be short at current rates
- Proposal for the rates to customers
- Any other changes
- SHOW THAT THE INCREASE IS NECESSARY AND RATES ARE FAIR TO CUSTOMERS

Why Mahone Bay needs an increase NOW

- No increase since 2008, other than for cost of power
- Work on the distribution system continues to be needed
- Mahone Bay proposes to spend \$336,000 on the system in 2023, and \$250,000 more 2024-2026
- Cost of purchased power up by 40%, this is due to world situation and affects all utilities.
- Possible that purchased power costs will continue to increase in 2024 and beyond
- Mahone Bay will be challenged to fund these costs without a significant rate increase, or borrowing

Rate Base and Revenue Requirement

- Regulatory terminology
- Rate Base original cost of all fixed assets, net of amortization, and working capital
- Utility may earn a net income, which is a percentage of rate base
- Revenue Requirement total costs the utility much fund through rates, to provide service to customers
- Utility needs a rate increase when the revenue that existing rates will collect is less than the revenue Requirement
- Rate Study will compute the shortfall and percentage increase when complete (working toward completion this week)

Cost Allocation and Revenue/Cost Ratios

- Cost allocation study is part of the Rate Study, evidence to the UARB
- Indicate how much of the Revenue Requirement each customer class should pay
- Standard for fair rates
- Costs are incurred to provide services to all classes, they are shared
- Widely used methods, but some judgment always involved
- Mahone Bay does not have the data or resources for detailed studies
- Therefore we use standard factors and estimates
- This reduces confidence in the results
- We plan to recommend no changes in the relative rates of customer classes at this time (equal percentage increases)

Decisions and Issues

- Urgency in getting an application before the UARB. Refinements can be considered later.
- May be possible through loans or other means to "stage" increases over several years, avoid huge increases at one time. Should Mahone Bay explore this?
- Impacts on each customer class. Is an equal increase to all classes the right approach?
- Other options to help customers with high bills
- Ways to improve the Rate Study over time
- Whether to plan for a further application to UARB next year

Things to Understand about the Regulatory Process

- UARB has the power to accept or reject any proposal of a Utility or order something completely different
- UARB may consider opinions of its own staff, or stakeholders in making a decision
- Can:
 - Reduce revenue requirement
 - Adjust rates to any customer class
- Therefore the results may be different from what the Utility wants
- May need to review budget and reduce planned spending, or borrow
- Mahone Bay can apply again later for further changes in rates.

Next Steps

- Consultants will complete the final drafts of the rate study for Mahone Bay review:
 - Detailed exhibits showing computations
 - Report setting out reasons for the request, methodology and recommendations
- Meet again to discuss and approve, next week
- Final changes if necessary
- ASAP Council passes a motion to approve the Rate Study for filing with UARB
- ASAP Communicate with customers and the community
- Next few weeks Follow process determined by UARB
- Next 2 months Staff will update Council on progress of the application and on initiatives to mitigate the increase.

Questions



Kelly Redden

From: NSFM Communications <communications@nsfm.ca>

Sent: Monday, September 26, 2022 5:05 PM

To: Town of Mahone Bay Clerk

Subject: NSFM's Monday Memo: September 26, 2022

Follow Up Flag: Follow up Flag Status: Flagged

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DMAH undertaking a review of the Municipal Government Act (MGA) and Halifax Regional Municipality Charter (HRMC)

From the Department of Municipal Affairs and Housing

DMAH is looking at several topics related to planning and development, modernizing public notice, and selling land below fair market value sections of the MGA. These proposed topics are based on feedback from various sources including the previous MGA Review (2016-18), as well as recent municipal and internal departmental requests.

Responses will be used by the Department to evaluate the efficacy of the proposed changes, implications, and details of implementation.

We ask that NSFM members take the survey using the following link, limited to one

response per

unit: http://surveys.novascotia.ca/TakeSurvey.aspx?SurveyID=I2KL5543H

Please note that an additional survey for proposed Halifax Regional Municipality Charter amendments is forthcoming.

If you do not finish the survey in its entirety before submitting, you will be able to go back in and resume your response later, if on the same device.

The survey deadine has been extended until October 31, 2022.

If you have questions as to the survey, please contact DMAH

Donate to support Hurricane Fiona Relief

The Canadian Red Cross is working to get help to people affected by Hurricane Fiona as quickly as possible and provide humanitarian assistance for new needs as they arise. Money raised will enable the Red Cross to carry out relief, recovery, resiliency and risk reduction activities in and beyond the region at the individual and community levels. Donations made in the next 30 days will be matched by the Government of Canada.



NSFM Conference Nov 1-4, 2022 Halifax, NS

CLICK HERE TO REGISTER

The 2022 NSFM November Conference will take place **in-person** from November $1^{st} - 4^{th}$ at the Westin Nova Scotian Hotel in Halifax.

The full program, registration and accommodation details are found on the conference site.

Don't miss out on the early bird registration fee! The Planning Committee has put together a very exciting and informative program that you will not want to miss.

REGISTRATION FEES:	Before October 10 th , 2022	October 10 th , 2022, and after	
Member (includes banquet)	\$ 600 + hst	\$ 650 + hst	
Non-Member (includes banquet)	\$ 650 + hst	\$ 700 + hst	
Banquet Ticket	\$ 70 + hst		
Each registrant will be charged a \$5 Carbon Surcharge Fee			

Have you missed Networking? This year we are introducing the **Conversation Series**.

The Conversation Series is your opportunity to network with your fellow municipal colleagues through short, informal, discussions on various topics such as: Climate

Change Mitigation Projects, Asset Management, Municipal Finance, Amalgamation, Active Transportation, Roads, etc. We are inviting members to have conversations rotating through several different tables, each with a different topic of discussion. Tables will change at 30-minute intervals. Deputy Ministers and senior staff from the province have been invited to sit at various tables and the NSFM Board will facilitate some of the discussions.



OEA Seeking Feedback on Definitions for Discrimination and Racism

<u>Legislation</u> passed in April commits the province to developing an equity and antiracism strategy by July 2023.

Nova Scotians can give input by attending virtual engagement sessions being held between September 19—November 12, or by completing an online survey or calling 1-844-424-4897. A full list of session times, draft definitions, and the survey are available at oeaengagement.ca.

All sessions will be held virtually on the Zoom platform.

Virtual Gathering for all Prescribed Public Sector Bodies

From the Accessibility Directorate

Thursday, September 29th from 10:30 a.m. to 12:00 p.m.

This session will be an opportunity to get information and updates from the Accessibility Directorate. Topics include compliance, and standard development progress.

We appreciate the significant impacts of Hurricane Fiona across the province that many of you are addressing in your communities and organizations. Nova Scotians are known for their caring and support of neighbours and communities, and together will get through this.

At this time, the Accessibility Directorate is planning to proceed with the Virtual Gathering for all Prescribed Public Sector Bodies scheduled for this Thursday, September 29 from 10:30am to 12:00pm. We will reassess on Wednesday if we need to reschedule.

Enabling Accessibility Fund's Call for Proposals

Up to \$100,000 is available for accessibility projects through the Government of Canada's Enabling Accessibility Fund, with a priority on projects involving workplaces, Indigenous organizations, shelters that provide services to those experience violence, and early learning and childcare centres.

More information is available here.

Mitacs Supports Canada's Municipalities



Canoe Featured Supplier: Gasboy

Gasboy is the leading brand of equipment and turnkey solutions for fleet operators.

Gasboy fleet management systems include the industry's most comprehensive selection of commercial electronic and mechanical fuel dispensers, site controllers, fleet management software, island card readers and cardlock systems, and wireless vehicle identification systems. Solutions provide 24-hour unattended fueling capabilities to fleets and retail marketers. Gasboy provides innovative, efficient, cost-effective solutions to meet your needs for fueling, controlling, and managing your fleet.

Learn more about Canoe's Fuel Management Program

Upcoming Events

Rules of Order and Meeting Processes
Workshop

Municipal Elected Officials Session: Friday, November 25, 2022, @ 9:00 am – 3:30 pm.

Location: Town of Truro, Douglas Street Recreation Centre (40 Douglas St, Truro, NS B2N 2E7)

In-person session

NSFM and AMANS are pleased to offer another Rules of Order and Meeting Processes Workshop this Fall geared toward Elected Officials. Make sure to register or mark your calendars. This workshop was very popular when we offered it in the Spring and will fill up fast.

Ever wonder why some municipality's council meetings only take 40-50 minutes while others take 4-5 hours? Ever wonder why some municipality's council meetings are smooth and efficient while others look and feel more like a governing party versus her Majesty's Loyal Opposition in great debate and critique? The difference is almost always directly tied to the efficient and effective use of rules of order and meeting processes. Strong staff reports, clear motions, and detailed reviews of issues prior to council meetings by elected officials are a cornerstone of good governance and decision-making. As a team, staff and Council jointly hold full responsibility and accountability for ensuring this happens.

This session will provide elected officials with the context surrounding why we have rules of order and meeting processes, how to make clear motions and amendments, when to approve, accept or adopt reports and what it means to do so, preparing meaningful and relevant minutes, voting, quorums, conflict of interest procedures, basic decorum, lots of meeting process discussions, and several quizzes from both Robert's and Bourinot's Rules of Order. The entire day will involve real-life examples from Nova Scotia municipalities and simulation exercises. And the best part is that there will be no Power Point slides!

Facilitator: Chris McNeill, former Registered Parliamentarian, Chief Administrative

Officer, Region of Queens Municipality

Registration Details: The early bird rate is \$250 until October 28, 2022. If you register after October 28, the cost is \$300.

Registration can be found here

The Workshop can only accommodate 30 registrants and is on a first come, firstserved basis.

There will be a separate workshop for Administrators solely run by AMANS.

Municipal Administrative Session: Friday, November 18, 2022 @ 9:00 a.m. -3:30 p.m.

Location: Village of New Minas - Louis Millett Community Complex (9489) Commercial Street, New Minas), Multi-Purpose Room 119









Nova Scotia Federation of Municipalities Suite 1304, 1809 Barrington Street Halifax, N.S. B3J 3K8 Phone: (902) 423-8331

info@nsfm.ca

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Kelly Redden

From: NSFM Communications <communications@nsfm.ca>

Sent: Monday, October 3, 2022 4:53 PM

To: Town of Mahone Bay Clerk

Subject: NSFM's Monday Memo: October 3, 2022

Follow Up Flag: Follow up Flag Status: Flagged

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NSFM and Federation Des Femmes Acadienne De La Nouvelle-Ecosse Receive FCM Grant

Through the Inclusive Communities Initiative (ICI) stream of the Canadian Women in Local Leadership program, NSFM and FFANE will promote the involvement of Francophone women in local politics with a French translation of current Campaign School materials provided by the Nova Scotia Advisory Council on the Status of Women. The material will be facilitated in module format, in French, with a network of francophone/bilingual women interested in becoming more involved in local government.

To assist with the project, NSFM and FFANE are currently seeking francophone or bilingual women who can share their experiences as elected officials through this lens, and also facilitate the material in the Campaign School modules. The four modules will be covered between February and May and the sessions will take place virtually. Mentors can choose to be involved in one

module or all four. The topics are as follows: Deciding to Run, Learning the Political Landscape, Planning Your Campaign, and Getting Your Message Out.

The estimated time commitment is approximately 2-3 hours per module.

If you know of someone who might be interested in being a volunteer mentor/facilitator, please contact NSFM.

Nova Scotia Housing Needs Assessment Public Survey Now Live!

The Provincial government is asking Nova Scotians to provide feedback on housing needs.

The online public survey, which opened today, is part of a province-wide housing needs assessment that will help identify gaps in current and projected housing requirements and guide future housing policy and initiatives.

The survey will remain open until December 4 and is available at: https://www.nshousingneeds.ca/

The project team is asking municipalities across Nova Scotia to leverage their communications networks to help get the word out. If you have not received a communications package, or are having challenges accessing materials sent by the project team, please contact the Engagement Manager for the project, Ryan MacLean

DMAH undertaking a review of the Municipal Government Act (MGA) and Halifax Regional Municipality Charter (HRMC)

From the Department of Municipal Affairs and Housing

DMAH is looking at several topics related to planning and development, modernizing public notice, and selling land below fair market value sections of the MGA. These proposed topics are based on feedback from various sources including the previous MGA Review (2016-18), as well as recent municipal and internal departmental requests.

Responses will be used by the Department to evaluate the efficacy of the proposed changes, implications, and details of implementation.

We ask that NSFM members take the survey using the following link, **limited to one** response per municipal

unit: http://surveys.novascotia.ca/TakeSurvey.aspx?SurveyID=I2KL5543H

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If you have questions as to the survey, please contact DMAH



NSFM Conference Nov 1-4, 2022 Halifax, NS

There's incredible value in attending an NSFM event—both for you, and for your municipality. **Service with Purpose** will be no different!

We're offering the exceptional value you've come to expect from NSFM: Attendees will participate in presentations, discussions, educational and networking opportunities focusing on topics such as Municipal Climate Action, Housing Success Stories, Managing your message and more. **Keynote Tina Varughese** will speak on "*Inclusive Leadership: From Silos to Safety*" and all four party leaders have been invited to share their vision for providing service with purpose in our great Province.

With this being our first in-person major conference since 2019, there's never been a better time to attend. **But hurry: early-bird rates end October 10th!**

Need more reasons to register? Here are the top three reasons to attend NSFM's 2022 Annual Conference

- 1. **Informative sessions**: From inclusive leadership, managing reputational risk in unprecedented times, to Building Municipal Health in a municipal workforce, there's never been a better time to learn.
- 2. **Insightful speakers**: Engage with provincial party representatives and inspiring changemakers who are providing service with purpose in communities across Nova Scotia.

3. **Network and partner**: Connect with your fellow municipal colleagues, provincial department representatives and our sponsor partners/ suppliers.

This really is a conference like no other.

We can't wait to host you in-person again! So register today for *Service with Purpose – NSFM's 2022 Annual Conference*

REGISTRATION FEES:	Before October 10 th , 2022	October 10 th , 2022, and after	
Member (includes banquet)	\$ 600 + hst	\$ 650 + hst	
Non-Member (includes banquet)	\$ 650 + hst	\$ 700 + hst	
Banquet Ticket	\$ 70 + hst		
Each registrant will be charged a \$5 Carbon Surcharge Fee			

VIEW THE PROGRAM AND REGISTER TODAY

OEA Seeking Feedback on Definitions for Discrimination and Racism

From the Office of Equity and Anti-Racism Initiatives

<u>Legislation</u> passed in April commits the province to developing an equity and antiracism strategy by July 2023.

Nova Scotians can give input by attending virtual engagement sessions being held between September 19—November 12, or by completing an online survey or calling 1-844-424-4897. A full list of session times, draft definitions, and the survey are available at oeaengagement.ca.

All sessions will be held virtually on the Zoom platform.

Public Engagement on Permanent Public Transit Funding in Canada

Deadline extended to Oct. 14

Enabling Accessibility Fund's Call for Proposals

Up to \$100,000 is available for accessibility projects through the Government of Canada's Enabling Accessibility Fund, with a priority on projects involving workplaces, Indigenous organizations, shelters that provide services to those experiencing violence, and early learning and childcare centres.

More information is available here.

Mitacs Supports Canada's Municipalities



Canoe Featured Supplier: Gasboy

Gasboy is the leading brand of equipment and turnkey solutions for fleet operators.

Gasboy fleet management systems include the industry's most comprehensive selection of commercial electronic and mechanical fuel dispensers, site controllers, fleet management software, island card readers and cardlock systems, and wireless vehicle identification systems. Solutions provide 24-hour unattended fueling capabilities to fleets and retail marketers. Gasboy provides innovative, efficient, cost-effective solutions to meet your needs for fueling, controlling, and managing your fleet.

Learn more about Canoe's Fuel Management Program

Upcoming Events

Cyber Security: How Hackers Hack

Cyber security is not a one-size-fits-all approach, but everyone needs to ensure they are protected against and prepared for a cyber attack. Learn about the latest trends in cyber security in this informative webinar.

Last year, over 700 million ransomware attacks occurred. This year is shaping up to be even worse. As these attacks are getting more frequent, they are also getting more complex: they include data infiltration, extortion, as well as the traditional "system shutdown."

Receiving up-to-date, cutting-edge, training and information to protect your entity, your staff, and your community is more important than ever.

Join us alongside cyber-breach expert, Frank Fazio of CySat Security for this on-line session that will provide insight on the techniques hackers are using, and more importantly, what you can do to prevent a system breach. As a regular IPE guest educator, Frank provides excellent advice and guidance that is relevant and makes sense for you and your staff. Recently returned from the 2022 DEF CON Hacker Conference, Frank will share all-new stories and examples of how hackers are compromising systems by hacking QR codes, PayPal, Wi-Fi, password managers and more. Frank's knowledge and expertise will help you learn to halt hackers in their tracks!

Event Details:

Date: Tuesday, October 4th, 2022 Time: 12:00 p.m. to 1:30 p.m. ET.

Register here

Rules of Order and Meeting Processes Workshop

Municipal Elected Officials Session: Friday, November 25, 2022, @ 9:00 am – 3:30 pm.

Location: Town of Truro, Douglas Street Recreation Centre (40 Douglas St, Truro, NS B2N 2E7)

In-person session

NSFM and AMANS are pleased to offer another Rules of Order and Meeting Processes Workshop this Fall geared toward Elected Officials. Make sure to register or mark your calendars. This workshop was very popular when we offered it in the Spring and will fill up fast.

Ever wonder why some municipality's council meetings only take 40-50 minutes while others take 4-5 hours? Ever wonder why some municipality's council meetings are smooth and efficient while others look and feel more like a governing party versus her Majesty's Loyal Opposition in great debate and critique? The difference is almost always directly tied to the efficient and effective use of rules of order and meeting processes. Strong staff reports, clear motions, and detailed reviews of issues prior to council meetings by elected officials are a cornerstone of good governance and decision-making. As a team, staff and Council jointly hold full responsibility and accountability for ensuring this happens.

This session will provide elected officials with the context surrounding why we have rules of order and meeting processes, how to make clear motions and amendments, when to approve, accept or adopt reports and what it means to do so, preparing meaningful and relevant minutes, voting, quorums, conflict of interest procedures, basic decorum, lots of meeting process discussions, and several quizzes from both Robert's and Bourinot's Rules of Order. The entire day will involve real-life examples from Nova Scotia municipalities and simulation exercises. And the best part is that there will be no Power Point slides!

Facilitator: Chris McNeill, former Registered Parliamentarian, Chief Administrative Officer, Region of Queens Municipality

Registration Details: The early bird rate is \$250 until October 28, 2022. If you register after October 28, the cost is \$300.

Registration can be found here

The Workshop can only accommodate 30 registrants and is on a first come, first-served basis.

There will be a separate workshop for Administrators solely run by AMANS.

Municipal Administrative Session: Friday, November 18, 2022 @ 9:00 a.m. – 3:30 p.m.

Location: Village of New Minas - Louis Millett Community Complex (9489 Commercial Street, New Minas), Multi-Purpose Room 119



NOVA SCOTIA FEDERATION OF MUNICIPALITIES







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

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Report to Council October 11, 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
Cou	ncil 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.		n 2022-23; rep	Policy & Strategy port to Council
2	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.	accessibility of insurer (with private proper identified. State executive who	respect to puerty). Supplier aff also discus o expressed s	ave consulted with and the Town's ublic benches on as have been used with MBTCC support for the cil anticipated in

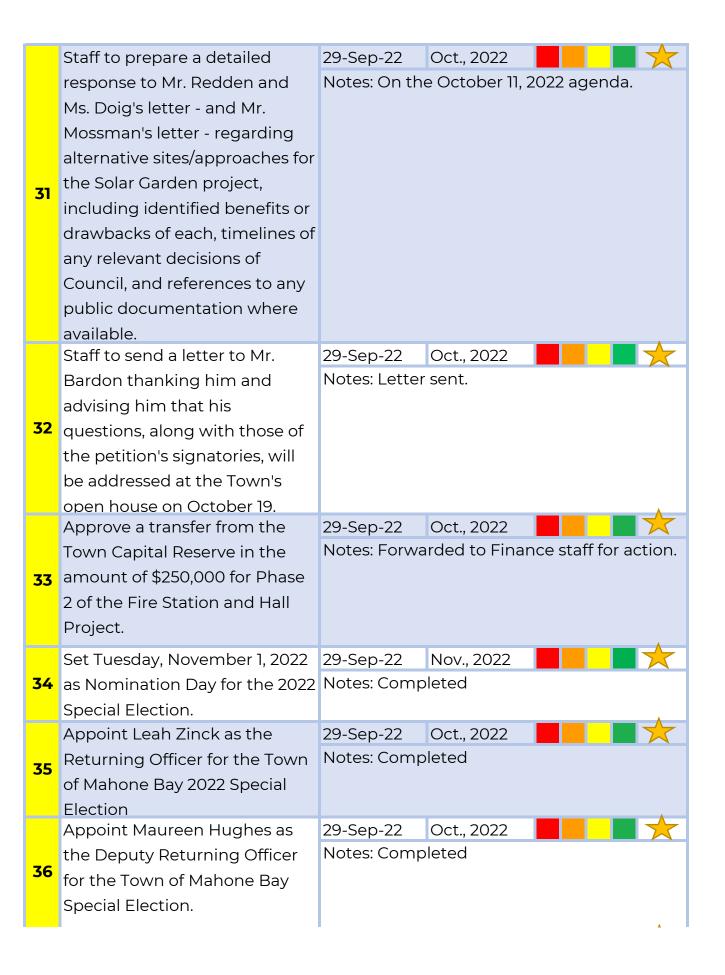
	Chaff to initiate discussion with	26 Nov 20	Jan 2027		75%	
	Staff to initiate discussion with MODL Planning staff and	26-Nov-20 Notes: In pro-	Jan., 2023 gress. Discus	sion initiat		
3	prepare a report for Council about the possibility of intermunicipal collaboration between the Town of Mahone Bay and MODL on the topic of housing in the preparation of their respective planning documents.	Notes: In progress. Discussion initiated with MODL Planning staff. Timeline coordinated with Plan Mahone Bay process.				
	Direct staff to include	25-Mar-21	Oct., 2022		75%	
	accessible hearing solutions in	Notes: Will be		ed into Acc	essibility	
	the Accessibility Operational	Operation Pla	•		Ĭ	
	Plan, anticipated in 2021-22	Accessibility		d work		
		and is working				
4		developmen			ional	
		Plans for Lun	enburg Cour	nty munici	palities.	
		Draft Accessibility Operational Plan				
		anticipated f	or Council rev	view		
		October/Nov	ember 2022.			
	Ct-fft	00.7 07	N		TEO.	
	Staff to apply to the Canada	08-Jun-21	Nov., 2022	mmunitia	75%	
	Healthy Communities initiative and the Canada Cultural	Notes: Canac Initiative app	3		5	
5	Spaces Fund to sponsor Phase	approval. Car			rogram	
	3 improvements to the Michael	application w		•		
	O'Connor Memorial	2022 for impl		•		
	Bandstand.	season (if apr				
	Staff to initiate a Home	29-Jul-21	Nov., 2022		75%	
	Charger Pilot Program for	Notes: In Pro	gress. Town s	staff coord	inating	
	electric vehicle owners under	with AREA st	aff on develo	pment of	oilot	
6	the Grow the Load Initiative.	program. Ass	sociated resic	dents surve	ey .	
D		underway to	inform progr	ram develo	pment.	
		Will be pursu	ied by new C	limate & E	nergy	
		Program Mai	nager when l	nired.		

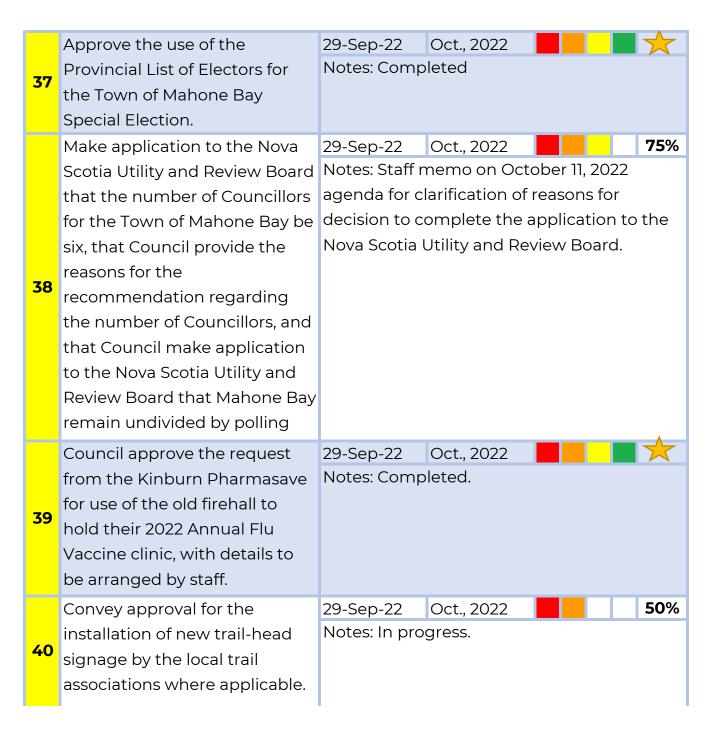
Ī		Staff to produce a report on the	28-Jul-21	Nov., 2022 25 %		
	7	Town's Procurement Policy.	Notes: Assign	ned to Manager of Finance		
ı	,			vill be presented following		
ļ			annual audit.			
		Staff to provide a report on the	29-Jul-21	Nov., 2022 75 %		
	8	Townsuite programs which	Notes: In pro	gress. Assigned to Manager of		
		may be relevant to the Town's	`	asurer), will be presented		
		operations.	following anr	nual audit.		
		That minimum standards for	14-Sep-21	Jun., 2023 50%		
	9	housing be reflected in any		t concerning Housing Strategy		
		housing strategy that the Town	27th meeting	t anticipated to Council's Oct		
ŀ	3 1					
		Approve the reimbursement to		Oct., 2022 75%		
		Mr. Todd Nickerson in the	Notes: In progress. Reimbursement issued.			
		amount of \$51,282.19 and direct staff to undertake the	Staff working with MODL; discussion of tax sale proceedures assigned to Manager of Finance.			
	10	necessary steps to conduct a				
		joint tax sale with the	Finance.			
		Municipality of the District of				
		Lunenburg.				
		Direct staff to issue an RFP for	28-Oct-21	Nov., 2022 50 %		
	11	legal services.		ring opportunities for		
ŀ		Ctoff to convene a Creatial		with other units.		
		Staff to convene a Special Council meeting in the new	09-Nov-21 Notes: Return	Nov., 2022 ened to active list following		
		year to discuss the RCMP		of September 16, 2022 meeting		
	12	service that the Town contracts		CMP services that the Town		
		through the Province.	contracts thr	ough the Province.		
-						
		Staff to develop draft protocols	27-Jan-22	Nov., 2022 25%		
	13	for the new community hall as	this regard w	ow doing preliminary work in		
		an emergency shelter.	unis regard W	TILLI KEIVIO.		

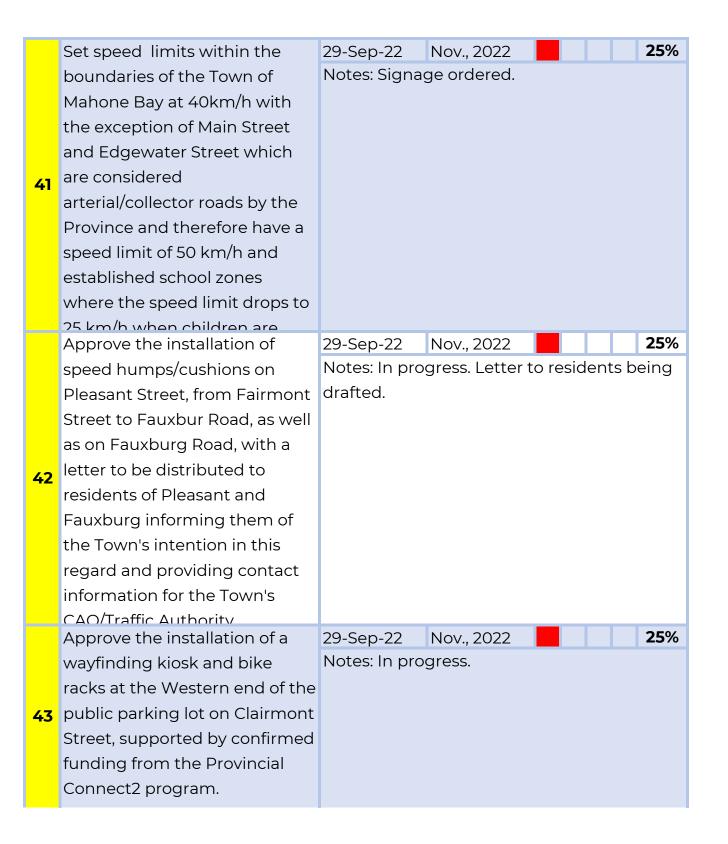
	Staff to complete negotiation	27-Jan-22	Nov., 2022		75%	
	and establish terms and	Notes: Staff h		out to Mal		
	conditions whereby the	Soccer Club/	Mahone Bay	Centre Soc	ciety to	
	Mahone Bay Soccer	begin negoti	iations on the	e draft		
	Club/Mahone Bay Centre will	managemer	nt agreemen	t, two initia	I	
14	have a contractural	meetings ha	ve taken pla	ce and staf	f are now	
	responsibility to provide	in the proces	ss of drafting	a proposed	b	
	scheduling, management, and	agreement on this basis, for further				
	ongoing maintenance of the	discussion in	October.			
	field and that same be					
	provided to Council for					
	Staff to produce a report on the		Oct., 2022		75%	
	Town's snow and ice control	Notes: In progress. Report anticipated to		ed to		
	operations including	Council's October 27th meeting.				
15	recommendations to revise the					
	Snow and Ice Control Policy,					
	following the conclusion of					
	seasonal operations.					
	Staff to proceed with the	08-Mar-22	Nov., 2022		75%	
	transportation project in the	Notes: In pro	gress. Impro	vement of		
	2021-22 budget with the	crossings at	Kedy's, Angli	can Church	٦,	
	inclusion of the three-way stop	Medical Clini	c, Long Hill T	rail and Lu	theran	
16	at Pleasant Street and Main	Church (pride crossing) completed. Design			Design	
10	Street.	work underway for 3-way stop configuration				
		of Pleasant/N				
		for speed hu	-			
		and Fauxbur	g Rd., per Co	ouncil's dire	ction	
		Sept 29th.				
	Staff to initiate discussions	08-Mar-22	Oct., 2022		50%	
	with the Nova Scotia Liquour	Notes: Staff i	n discussion	with Nova	Scotia	
17	Commission concerning	Liquour Com	·		ncil	
	potential cyclist and pedestrian	anticipated i	n October/N	ovember.		
	safety improvements to their					
	property on Main Street.					

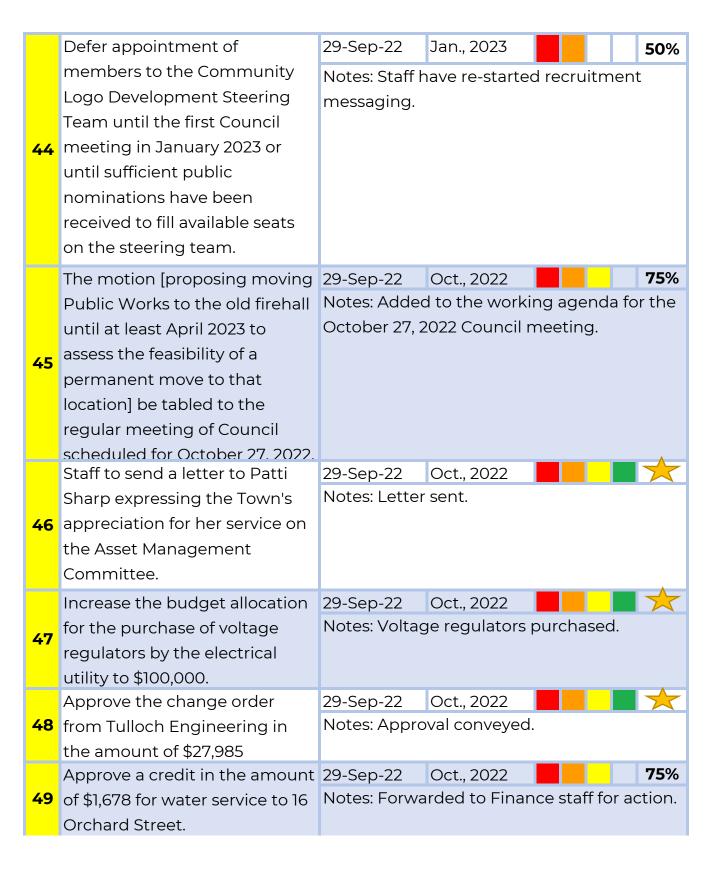
	Staff to prepare a report on an	24-Mar-22	Jan., 2023		50%		
	Electric Vehicle car sharing	Notes: Estim	ates reflected	in draft 2022	2-23		
18	program to be presented to	operating bu	ıdget. Report '	will be prese	nted		
	the Climate and Environment	to an upcoming meeting of the Climate and					
	Committee.	Environment	t Committee.				
	Direct staff to obtain a	04-Apr-22	Oct., 2022	T D 1	75 %		
	comparative review of the old	Notes: Underway now with Turner Drake (surveying by Berrigan), to be presented to					
19	fire station building and an			·			
	associated valuation for	Council's reg	ular meeting	on October 2	27th.		
	potential divestiture.	10.4.00	0 . 0000		—— 0/		
	Staff to proceed with the	12-Apr-22	Oct., 2022 way now with	report	75%		
	electrical utility rate study as proposed by AREA with BDR,		o Council's Oc		na		
20	in collaboration with MEU		ntacted NSUA		_		
20	partners, at a cost of \$16,000, to	upcoming rate application.					
	be reflected in the draft 2022-						
	23 annual budget.						
	Council revisit the vaccination	28-Apr-22	Mar., 2023	Not yet be	egun		
21	policy by the end of the		revisted in ea				
	2022/23 fiscal year.						
	Staff to provide a report on the	10-May-22	Oct., 2022		75 %		
22	next steps to develop a	Notes: Repor	t anticipated	to Council's			
	housing plan for Mahone Bay.	October 27th	n meeting.				
	Staff to monitor the	7 / 7 00					
	Stair to monitor the	14-Jun-22	Nov., 2022		50%		
	effectiveness of the Town of		Nov., 2022 nave reviewed	the by-law;	_		
23	effectiveness of the Town of Lunenburg's updated Noise By-	Notes: Staff h		. .	report		
23	effectiveness of the Town of Lunenburg's updated Noise By- law and report back to Council	Notes: Staff hanticipated f	nave reviewed or November son and in cor	2022 after th njunction wit	report le :h		
23	effectiveness of the Town of Lunenburg's updated Noise By-	Notes: Staff hanticipated faummer seas	nave reviewed or November son and in cor on noise by-la	2022 after th njunction wit w best pract	report le :h		
23	effectiveness of the Town of Lunenburg's updated Noise By- law and report back to Council	Notes: Staff hanticipated faummer seas	nave reviewed or November son and in cor	2022 after th njunction wit w best pract	report le :h		
23	effectiveness of the Town of Lunenburg's updated Noise By- law and report back to Council in the fall. Staff to coordinate with the	Notes: Staff hanticipated faummer seasinformation as per motio	nave reviewed or November son and in cor on noise by-la n of Septemb	2022 after th njunction wit w best pract	report le :h		
23	effectiveness of the Town of Lunenburg's updated Noise By- law and report back to Council in the fall. Staff to coordinate with the Marina Operators to find a	Notes: Staff hanticipated faummer seasinformation as per motio	nave reviewed or November son and in cor on noise by-la n of Septemb	2022 after th njunction wit w best pract	report e :h ices		
23	effectiveness of the Town of Lunenburg's updated Noise By- law and report back to Council in the fall. Staff to coordinate with the Marina Operators to find a location to install one of the	Notes: Staff hanticipated faummer seasinformation as per motio	nave reviewed or November son and in cor on noise by-la n of Septemb	2022 after th njunction wit w best pract	report e :h ices		
	effectiveness of the Town of Lunenburg's updated Noise By- law and report back to Council in the fall. Staff to coordinate with the Marina Operators to find a	Notes: Staff hanticipated faummer seasinformation as per motio	nave reviewed or November son and in cor on noise by-la n of Septemb	2022 after th njunction wit w best pract	report e :h ices		

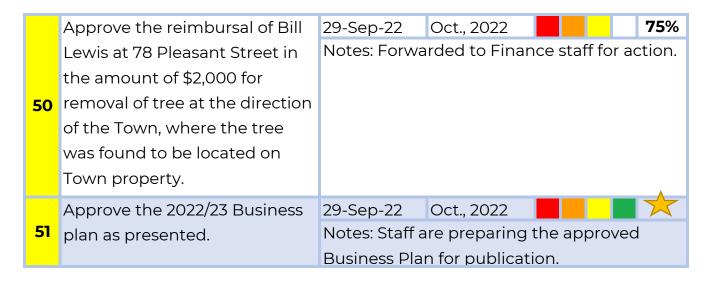
	Council take no action for a	12-Jul-22	Feb, 2024	Not yet begun
25	further eighteen (18) months from the date of this resolution	Notes:		
	regarding the discharge of MB-DA2019-001.			
	Staff to reach out to MODL	14-Jul-22	Oct., 2022	50%
	staff to discuss any interest in	Notes: In Pro	gress.	
26	extending Town			
	water/wastewater services into			
	Mader's Cove.			
	AREA to proceed with	22-Aug-22	Oct., 2022	75%
	evaluation and negotiations	Notes: In pro	gress	
27	with the marketplace to obtain the most cost-effective source			
	of power for 2023 and report			
	back to Council.			
	Staff to prepare a report for the	13-Sep-22	Oct., 2022	
	October 11, 2022 regular	Notes: On the	e October 11, 2	022 agenda.
	meeting regarding the request			
	from Dr. Ghaffari and Dr.			
28	Mahmoodi regarding the use of the access driveway to the			
	site of the wastewater			
	treatment plan and solar			
	garden, and screening			
	vegetation for the solar garden	17 C 22	Ct 2022	
29	Council set Tuesday, October 25, 2022 as nomination day for	13-Sep-22	Sept., 2022 notion Septer	phor 29, 2022
	the 2022 special election.	Notes. New I	notion septer	11De1 23, 2022
	Staff to review the current best	13-Sep-22	Nov., 2022	50%
	practices in the field of by-laws	Notes: In pro	gress	
	referencing noise, with a view			
30	to developing a			
	recommendation to Council on			
	how to proceed with the			
	matter of noise regulations.			













SOLAR FOR EVERYONE

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Community Solar Garden Monthly Update

September 2022



Table of Contents

- Project Information
- Summary of Last Month's Activities
- Overview
- Construction Progress
- Health, Safety and Environment
- Milestones Summary
- Upcoming Activities



Project Information

Project Name	Mahone Bay Community Solar Gardens
Owner Name	Town of Mahone Bay
Project Address	918 Main Street
Site Area (Acres)	~6 Acres
System Size (AC / DC)	1.500MWac / 1.816MWdc
Racking	PHLEGON® Fixed – 2P Continuous (GP Joule Product)
Modules	LG440N2T-E6 (440Wp Bifacial)
Inverters/Transformers	Sunny Highpower PEAK3 125-US
Budget	On budget with contingency



Summary of Last Month's Activities

- Material Delivery
- Fence installed
- Storm Preparation







Overview

- As shown in the images below, AREA and GP Joule prepared the site for Hurricane Fiona by enhancing the stormwater management system
 - Excess "Rip Rap" (large stones) and additional hay bales were installed to slow water flow down the hill
 - The stormwater management system performed perfectly, as shown in the comparative "before" and "after" the storm pictures below
- Solar modules and inverters were delivered to site, where they are stored (white rectangles on the images below)
- AC Cables, PV Wire, foundation piles and an office trailer were delivered to the project site
- The fence installation was completed this month, securing the project site





Before the storm

After the storm



Construction Progress

Scope of Work	Total QTY to be Installed	Installed This Week	Installed To Date	Performed %
Site Trailer and Facilities	1		1	100%
Site Grading (Cut & Fill)	1		1.0	100%
Erosion Control	1		1.0	100%
Security Fence Installation	1		0.98	98%
Pile Installation	297			0%
Racking	258			0%
PV Wire Pulling (per string)	10,668			0%
DC Combiner Mechanical Installation & Termination	10			0%
Underground Trench (DC)	491			0%
Pad for Inverter and AC Panel Board	1			0%
Transformer Vault and Pad	1			0%
Inverter Mechanical Installation & Termination	10			0%
Transformer Installation & Termination	1			0%
AC Panel board Installation & Termination	1			0%
SCADA and Weather Station Installation	1			0%
Substantial Completion	1			0%
Performance Test 1	1			0%
Performance Test 2	1			0%
Demobilization/Site Clean-up / Punch List	1			0%

Health, Safety and Environment

Safety

Days without Injury	Near Misses	First Aids	Recordable
66	0	0	0

Health & Environmental

Event	Date	Mitigation
0	N/A	N/A



Milestones Summary

	Contract Baseline	Scheduled App'd	Actual
LNTP Agreement	20-01-2022	20-01-2022	
EPC Agreement	18-07-2022	18-07-2022	
LNTP Milestone 1	23-03-2022	23-03-2022	
LNTP Milestone 2	07-04-2022	07-04-2022	
LNTP Milestone 3	04-07-2022	04-07-2022	
Mobilization	26-07-2022	26-07-2022	26-07-2022
Modules Delivery (Owner Supplied)	21-09-2022	16-09-2022	16-09-2022
Inverters Delivery (Owner Supplied)	16-09-2022	16-09-2022	16-09-2022
Foundation Delivery	14-09-2022	14-09-2022	21-09-2022
Racking Delivery	30-09-2022	30-09-2022	
Transformer Delivery	05-04-2023	05-04-2023	
AC Panel Board Delivery	09-05-2023	09-05-2023	
Substantial Performance	25-05-2023	25-05-2023	
Final Completion	22-06-2023	22-06-2023	



Upcoming Activities

- A sample solar module table will be constructed
- Final Civil inspections will take place in October
- Additional Material will be delivered to the project site
- Pile installation
 - Steel pile installation should be complete by the end of October



Solar Updated Budget Numbers

Category	Approved 2021	May 2022	Sep 2022	Difference
LG Solar Panels (\$)	\$1,026,342	\$1,036,241	\$1,036,241	\$9,899
Inverters (\$)	\$92,160	\$102,980	\$102,980	\$10,820
Construction and Racking (\$)	\$2,516,065	\$2,687,686	\$2,897,299	\$381,234
Utility Line Upgrade (\$)	\$354,720	\$461,938	\$461,938	\$107,218
Project Dev., Prof. Serv., Spare Parts and Misc. (\$)	\$373,758	\$427,113	\$522,378	\$148,620
Sub-Total Project Raw Cost (\$)	\$4,363,045	\$4,715,959	\$5,020,836	\$657,791
Contingency (\$)	\$1,543,900	\$1,190,986	\$886,109	\$677,791
Estimated Total Cost (\$)	\$5,906,945	\$5,906,945	\$5,906,945	\$5,906,945
Total Remaining Contingency as a Percentage of Raw Cost (%)	35%	25%	18%	17%



Town of Mahone Bay

Staff Report RE: Solar Garden Response October 11th, 2022

General Overview:

This staff report is intended to present Council with a draft response for consideration, as directed by Council.

Background:

At the regular Council meeting of Sept 29, 2022 Council passed the following motion:

"THAT Council direct staff to prepare a detailed response to Mr. Redden and Ms. Doig's letter – and Mr. Mossman's letter – regarding alternative sites / approaches for the Solar Garden project, including identified benefits or drawbacks of each, timelines of any relevant decisions of Council, and references to any public documentation where available."

Analysis:

MOSSMAN LETTER

In his letter to the Town Council dated September 6th, 2022 (attached) Mr. Mossman states that he:

- Has been unable to obtain any information from the Town as to why
 the proposed alternative route along the Bay-to-Bay Trail was ruled out
 by Council.
- Believes there is an alternate route available for the access line to the solar garden, utilizing Main Street.

In a letter to all impacted residents and/or their legal representatives dated April 14th, 2022 staff shared the Wetland Delineation Report prepared for the Town by Hemmera Envirochem Ltd., further stating that:

"In addition to the more direct route across private property as originally proposed by staff, impacted property owners requested the Town Council give consideration to an alternative route running along the trail (former rail corridor). Appreciating the suggestion of the property owners, Council directed staff to investigate alternative routes for the service corridor and distribution line.

Staff engaged outside professionals for guidance on this matter, with the resulting information presented at the Jan. 27th 2022 Council meeting. Hemmera Envirochem Inc. completed wetland assessments on behalf of the Town, which included an assessment of wetland remediation costs. The results of this assessment determined that the alternative (trail) route option would interact with seven times more wetland area (and the wetland interactions of the proposed direct route could be further reduced / eliminated through micro-siting of the easement). The Hemmera assessment also concluded that an additional 1.13 ha of tree clearing would be required for the alternative route.

To potentially mitigate environmental impacts and reduce costs with the alternative option staff applied to the Nova Scotia Department of Natural Resources for an easement within the trail right-of-way however this was declined.

A memo from Hemmera summarizing the results of their assessment, a copy of the cited letter from the Nova Scotia Department of Natural Resources, and a cost estimate prepared by Alternative Resources Energy Authority (AREA) staff to illustrate the potential difference in costs between the proposed and alternative route options are attached here for your information.

On the basis outlined herein the Town Council arrived at its decision to proceed with the proposed route for the solar garden service corridor. Easements will need to be established for erection of power transmission lines and construction of a service road to be used by the Town's electrical utility staff to access the power lines for maintenance and repair."

Further, in a letter to Mr. Mossman's lawyer Mr. Chandler dated May 24th, 2022 staff provided a copy of the Distribution System Impact Study completed by Strum Engineering Associates Ltd. (available on the Town's website), further stating that:

"Section 3 of the document outlines the limitations posed by using the existing distribution circuit along Fairmont and Main Streets or upgrading the existing distribution circuit to the largest conductor size utilized for distribution systems. These options would limit the output of the Community Solar Garden to 250kWac and 800kWac, respectively. A new distribution circuit running directly from the Substation to the solar garden will allow for a solar garden output of

1500kWac (2000kWdc). The higher output from the Community Solar Garden is in the interest of all Mahone Bay residents and electrical utility rate payers."

BARDON LETTER

In his letter to the Town Council dated September 11th, 2022 (attached), introducing a petition concerning the solar garden project, Mr. Bardon states that the signatories to the petition would like to understand why the Council has ruled out alternatives including:

- 1) Using the same property owners' land adjacent to the tracks/trail; and,
- 2) Using town-owned, residentially zoned land next to the substation.

The rationale concerning the decision not to pursue the alternative route for the service corridor which would run along the Bay-to-Bay Trail is outlined above. The Wetland Delineation Report prepared by Hemmera Envirochem Ltd. has been shared with impacted property owners and is available on the Town's website. Further refinement of the route design via micro-siting, as referenced above, have resulted in a proposed route with no wetland impacts. This provides several additional benefits:

- The required easement would run along the boundary of the wetland, lessening the impact on affected properties (it would not bisect developable land);
- Avoiding the wetland reduces environmental impacts;
- Avoiding the wetland eliminates requirements for municipal land-use or Provincial environmental approvals.

Council's rationale for choosing the selected route over the proposed alternative adjacent to the Bay-to-Bay Trail – lower costs and lower environmental impacts – is therefore clearly expressed.

With respect to the possibility of an alternative site for the solar garden itself, rather than the selected location at the Town's Wastewater Treatment Facility, this was also the subject of correspondence from Peter Redden, received at Council's September 29th, 2022 meeting.

REDDEN/DOIG LETTERS

In their email to the Town Council dated July 27th, 2022 (attached) Ms. Doig and Mr. Redden express their concern that viable alternatives [to the selected solar garden site and access corridor route] have not been transparently considered by Council. It is further suggested that there has not been ongoing communication with impacted property owners in this regard, however it is clear from the correspondence cited above that the Town has

been proactive in communicating with impacted residents over the course of the past year.

In his email to the Town Council dated September 22th, 2022 (attached) Mr. Redden further presents a series of possible alternative locations for the solar garden, requesting comment from the Town as to why the selected site was chosen over the proposed alternatives.

Proposed Alternative #1 - Old School Lab

Alleged benefits:

Adjacent to substation reducing costs for distribution line

Proposed Alternative #2 - Public Works Yard

Alleged benefits:

 Closer to substation reducing costs for distribution line (cites available Town-owned land but shows access via Nova Scotia Power Inc. property)

Proposed Alternative #3 - RPS Composites Ltd. Back Lot

Alleged benefits:

- Repurposing a brownfield site
- Closer to substation reducing costs for distribution line

Property #4 (selected site) - WWTF

Alternative suggestions:

- Route electricity generated along Main Street (see above / Strum Engineering Distribution System Impact Study)
- Route electricity generated along an alternative service corridor to be established adjacent to the Bay-to-Bay Trail (see above / Hemmera Envirochem Wetland Delineation Report).
- Locating solar panels behind the Wastewater Treatment Facility (from Main St.) rather than in front.

As directed by Council a draft response to Mr. Redden & Ms. Doig has been prepared by staff and is attached to this report for Council's consideration.

Financial Analysis:

Though the draft response attached references possible financial impacts of various alternative approaches to the Town's solar garden project, there are no financial implications to this report or its recommendation.

Climate Analysis:

Electricity has been identified as the largest contributor of greenhouse gases in Mahone Bay. Increasing our supply of municipally owned renewable

energy is an integral part of the Town's Greenhouse Gas Reduction Action Plan. Action #5 of the GHG Reduction Action Plan notes that the target for the Town is to have the Mahone Bay's grid electricity produced by 100% renewable by 2030. Ellershouse windfarm already supplies approximately 40% of the energy for the Town, and once completed the Community Solar Garden will produce up to 18% of Mahone Bay's energy.

Strategic Plan:

3.1. Reduce Community Greenhouse Gas Emissions

· Implement Community Greenhouse Gas (GHG) Reduction Action Plan

Recommendation:

It is recommended,

THAT Council approves the draft correspondence to be sent to Mr. Redden and Ms. Doig, cc'ed to Mr. Mossman and Mr. Bardon, and distributed publicly (via the Town's website, etc.).

Attached for Council Review:

- Correspondence from Mr. Mossman, Mr. Bardon, and Ms. Doig and Mr. Redden
- Draft response to Mr. Redden and Ms. Doig.

Respectfully Submitted,

Dylan Heide

Town of Mahone Bay CAO

Mayor David Devenne

Members of Town Council

Dear Mayor & Council

Re: Proposed power line & road from solar gardens.

We recently received a letter from the Town's CAO indicating that the Town was going ahead with its plan to cross our property with a power line and road from the solar gardens.

It is our opinion that this route is not the most beneficial for the Town and seriously damages our (and others involved) property. It is our opinion that the best way for this power route is back through your own property and along the 'old railway ' to the Northwest Road. I have been unable to obtain any information from the Town why this route was eliminated. There was some reference that, because this route was longer, that there would be 'significant line loss'. This is not correct as the Town has less than 5% line loss from the power it purchases from AREA that currently is supplied from New Brunswick.

We had offered to sell to the Town the property it felt it needed to go along the old rail line to lessen the effect on our property as well as co-operate with the Town on the project.

We also wish to point out that the Town has the alternative route by using the existing power line along Main street. You may need to replace some of the poles using this route but there again these upgrades to this line would be a positive for the Town's electric utility.

We wish to bring to Council's attention the fact that ,by using the proposed route, you will be effectively dividing our property in half. This property has been in my family for over 200 years and it is extremely unfair that the Town is willing to divide the property when there are alternatives that make more sense to us.

We would be remiss if we did not mention that the initial valuation report by Turner Drake on the properties being looked at is a complete valuation joke. Where in Mahone Bay can you buy 2.2 acres of land for \$11,100.00? Building lots currently sell in the \$250,000-\$300,000 range for an acre or less of land.

Please reconsider your plan to put this power line/ road across our property

We can be reached at 902 766 4677

Thank you

Norman & Doreen Mossman

866 main street

C/C Bruce Bardon

John Chandler QC

Via Electronic Mail: david.devenne@townofmahonebay.ca and council

Mayor Devenne and Council Town of Mahone Bay 493 Main Street Mahone Bay, NS BOJ 2EO

Sept 11, 2022

RE: Mahone Bay Town Council's Planned Expropriation of Private Residential Land

David Devenne and Town Council Members

We are asking that council reconsider its placement of the service road and distribution line after reviewing this growing petition. We would like to see a public council discussion on this topic – not another in-camera discussion. Attached you will find the beginning of a paper petition against the Town's planned expropriation of residential land from individual property owners.

We have knocked on doors and spoken with residents about the Town Council's current plan and the alternatives available to Council that have been dismissed. The alternatives include but are not limited to 1) using the same property owners' land adjacent to the tracks/trail, and 2) using town-owned, residentially zoned land next to the substation.

At least 80% of the people who have answered their door to speak with us have signed the petition against expropriation for the service corridor. Our current signature list has 144 names of residents at least 18 years old and living within the town limits. The streets we have canvassed are highlighted in green on the attached map. Not every residence had people come to the door.

We will continue to solicit support door by door, street by street, and revisit some of the doors we missed. Our hope is for the Mayor and Town Council to recognize that two and a half years of closed-door council meetings has produced a growing disconnect between the Town Council's plans/methods and the kind of behaviour that town residents would like to see from their elected officials.

Your expropriation plans on private residential land will physically divide a tranquil, green habitat in two with your service road. On behalf of the residents at 782, 804, and 866 Main Street and the residents making up the remainder of the petition's growing 144 signatories, other options are available, and this expropriation is unwanted and unnecessary.

Regards

Bruce Bardon 804 Main Street

Maureen Hughes

From: Mary Doig <mary.doig@icloud.com>
Sent: Wednesday, July 27, 2022 7:54 AM

To: David Devenne; Francis Kangata; Alice Burdick; Penny Carver; Joseph Feeney; Richard

Nowe; Kelly Wilson

Cc: Dylan Heide; Maureen Hughes; Peter Redden

Subject: Solar Garden concerns

You don't often get email from mary.doig@icloud.com. Learn why this is important

CAUTION: This email originated from an external sender.

Dear Mr. Mayor and Town Council;

CBC has reported that residents have not been consulted with or informed of plans that are being enacted for the location of the new solar garden in Mahone Bay.

Even more worrisome are the threats of expropriation of private lands when viable alternatives do not appear to have been sought by the town.

We, along with our neighbours, support the development of the solar garden. However the lack of transparency from Town Council about this development is disconcerting.

Why has there not been ongoing discussion with affected landowners and neighbouring residents?

Why has this issue escalated to the point that residents are taking the town to court?

Why are we only being informed through the media and not from our own town council?

And according to a special town council meeting on May 31, 2022, is the appropriation initiative more about laying the groundwork for a "long standing dream" to develop privately owned land in Mahone Bay than it is for providing a power corridor from the solar garden?

Will there be a town meeting to openly discuss these issues?

Thank you for your attention to this matter.

Respectfully,

Mary Doig and Peter Redden 788 Main Street Mahone Bay, NS.

cc: CAO, Deputy CAO

Ref: https://youtu.be/nWqCNcnnwlc

https://podcasts.apple.com/ca/podcast/information-morning-from-cbc-radio-nova-scotia-highlights/id290164958?i=1000571086079

Maureen Hughes

From: Peter Redden < reddencatboat@gmail.com>
Sent: Thursday, September 22, 2022 7:10 PM

To: Dylan Heide; David Devenne; Maureen Hughes; Francis Kangata; Alice Burdick; Penny

Carver; Joseph Feeney; Richard Nowe; Kelly Wilson

Cc: Mary Doig; Mark Henneberry; Bruce Bardon; Heidi Walsh-Sampson

Subject: Solar Garden Project location questions

Attachments: SolarGardenOptions.pdf

CAUTION: This email originated from an external sender.

Dear Dylan & Council,

With regards our Solar Garden location I have attached a pdf offering suggestions on locations deserving consideration.

The Solar Garden project is an absolutely fabulous project that is supported by everyone.

Its current chosen location raises the question of why here.

Please review and respond to the attached pdf.

Sincerely,

Peter Redden

Heritage Boatyard Co-op

902 624-9296 h

902 212-2266 c

Request for Information

I recognize that the siting of a solar garden requires consideration of logistical, technical, geographical, and political factors for BOTH the site of the garden itself, and the transmission lines that connect the garden to our electrical grid.

I believe these are some important factors:

- - on municipally owned land
- - shortest connection to existing substation
- - great solar exposure

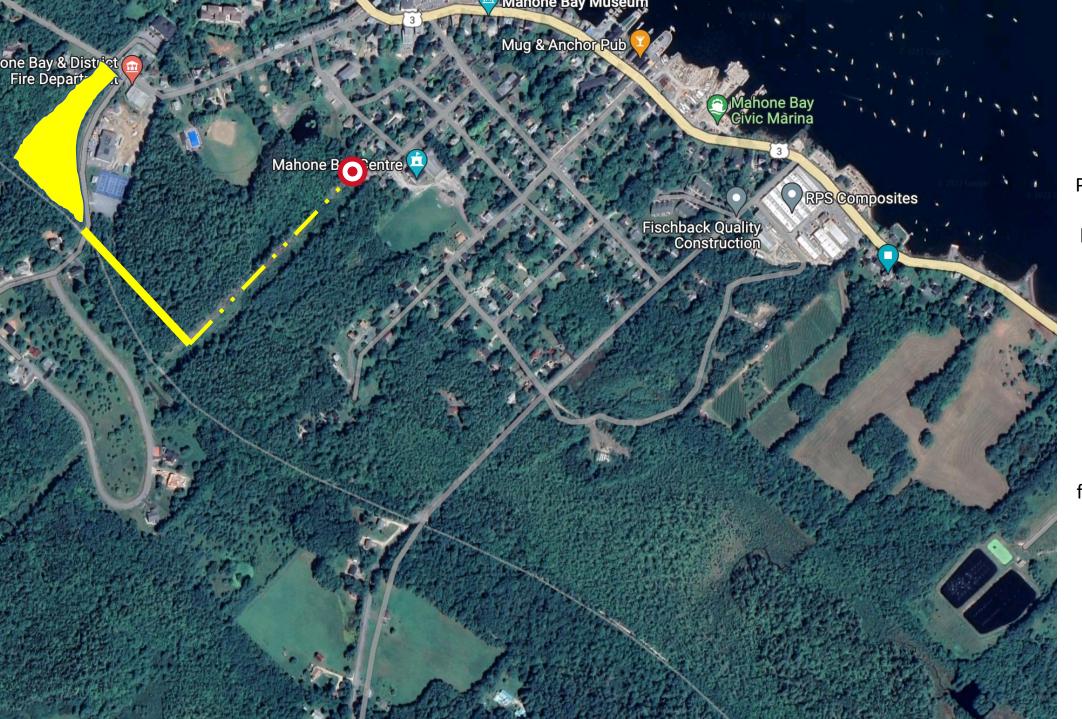
I don't know the details of the work that has been done, but considering the challenges presented by the length & route of the transmission line connection to the chosen location some other spots seem worth analysing so we can all understand why we are doing what we are doing.

Please review alternative Solar Panel Garden location on the following pages.

OPTION 1

Build solar garden beside the substation, along the side of the high voltage powerline.

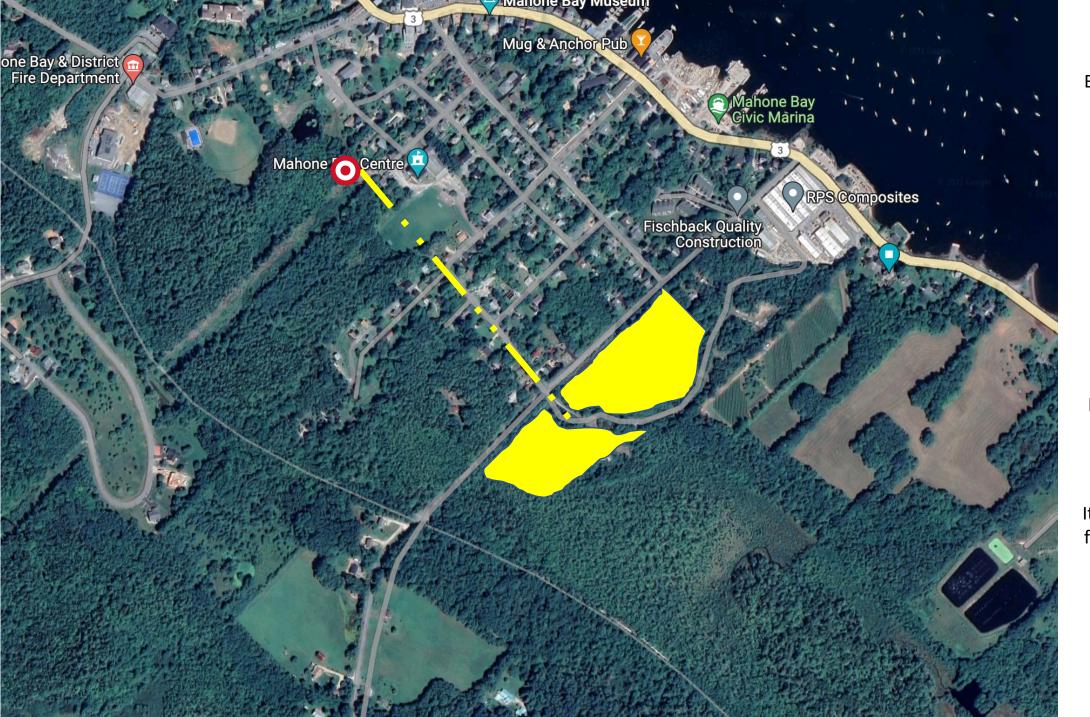
No capital cost of new power lines and no ongoing operating cost of new power lines.



Build solar garden across from the Firehall.

Power line access to existing high voltage power line/substation is only a few hundred meters over municipal property.

Firehall and tennis courts create a shade free buffer for the solar panels.

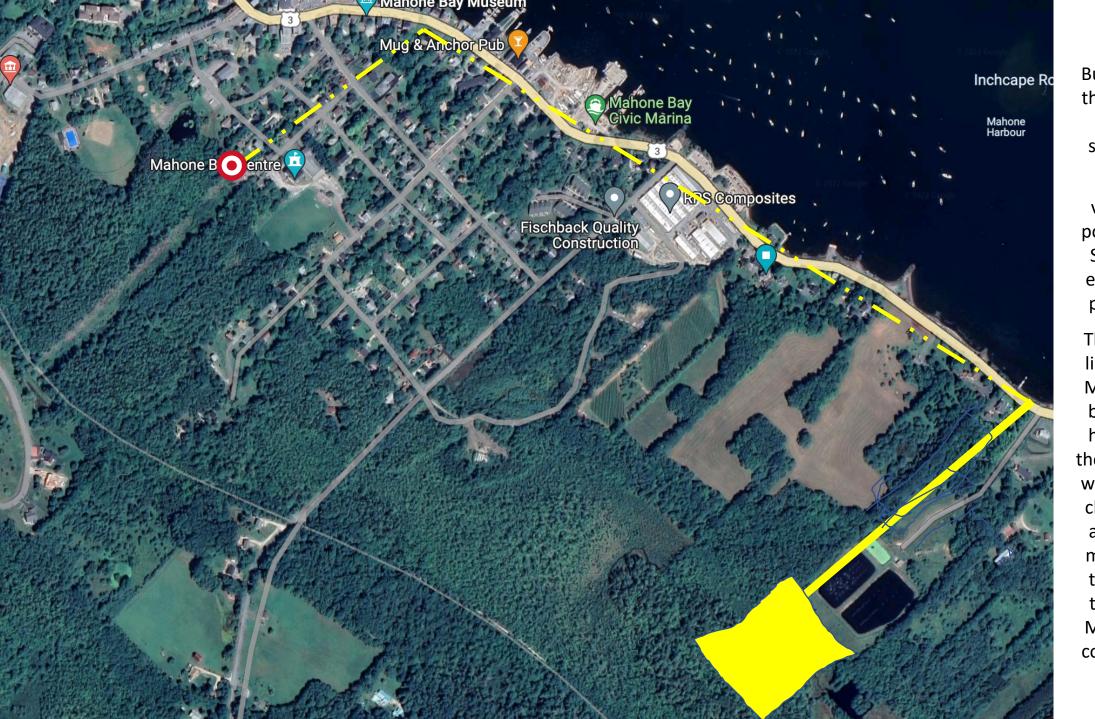


Build solar garden on the "brown" land belonging to RPS.

There is no better opportunity to give value to "brown" land than to find a use that does not disturb the 50 year old landfill site.

This is a wonderful opportunity for all parties to give value to lands that will have a difficult time finding a use.

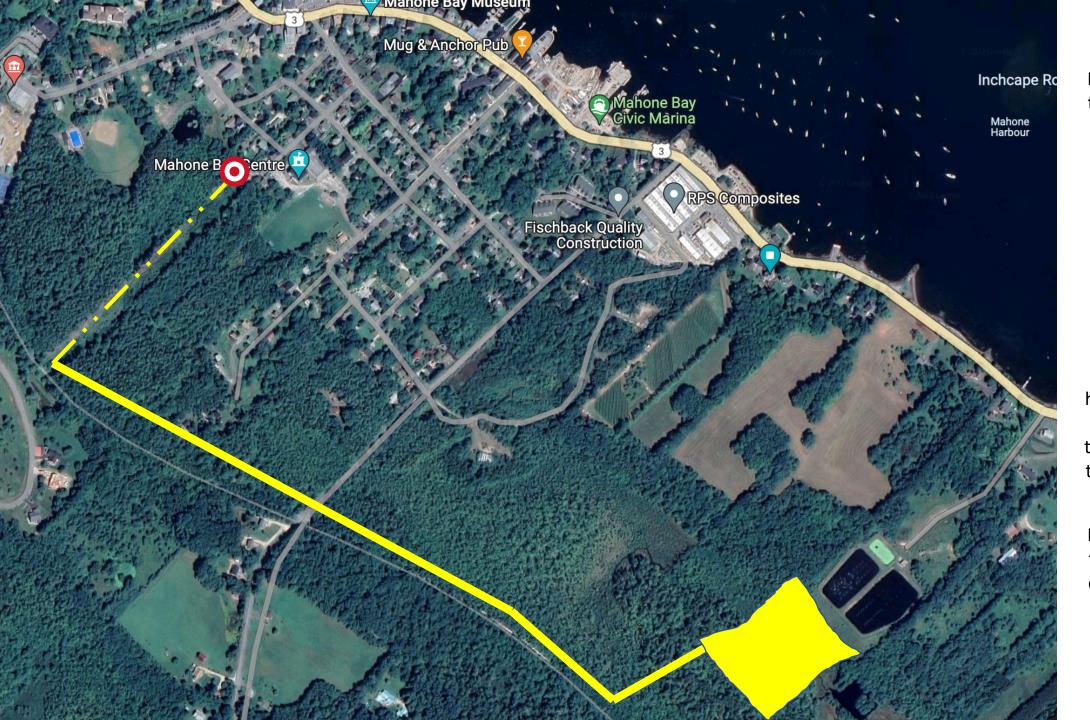
It could be very large, faces south, adjacent existing power lines & has existing road access.



Build solar garden at the water treatment plant but on the south facing slope.

Run a new high voltage line to the power lines on Main Street. Follow the existing lines to the power substation..

The "existing power line upgrade" along Main may be costly, but we don't know how different than the route through the woods (that involves clear cutting & land acquisition). There may be benefits for the whole Town to this upgrade along Main that make the cost difference a net positive.

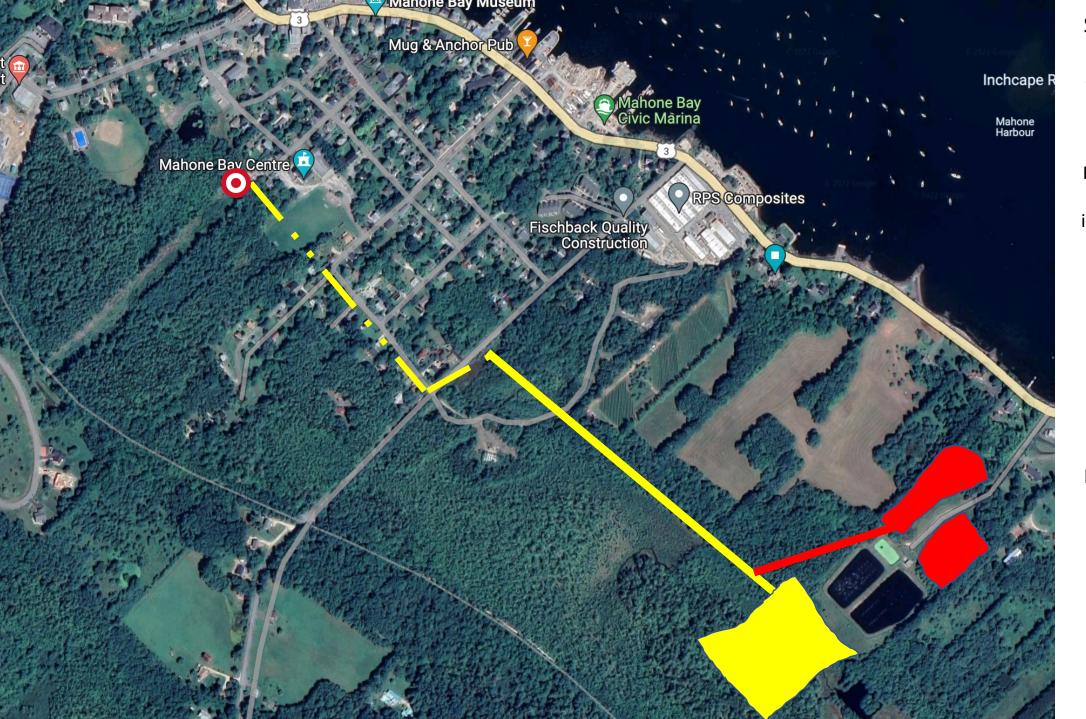


Build solar garden at the water treatment plant but on the south facing slope.

Create the 66' right of way adjacent to the Bay to Bay Trail, at the boundary of affected property owners lands.

Some affected property owners have already to grant permission to use their land to allowing this powerline route.

Continue the Solar Power line along the trail until it joins the existing high voltage power line.



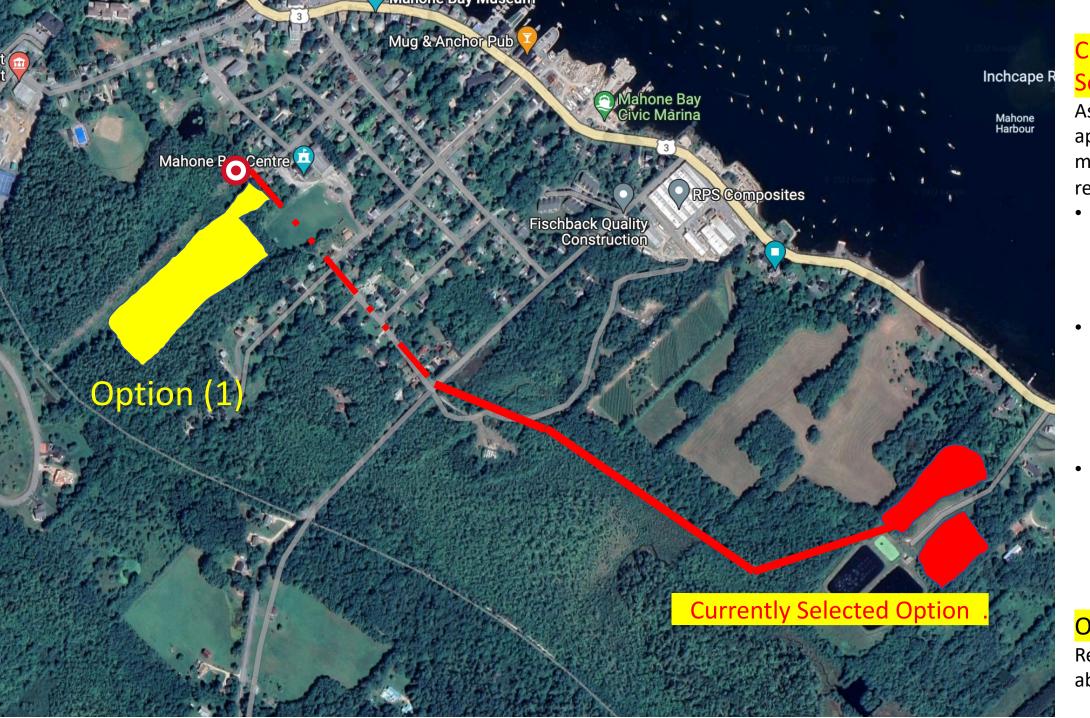
Selected Option

Build solar garden at the water treatment plant but on the south facing slope.

Requires upgrades to on street infrastructure (costly)

Requires land acquisition / expropriation that splits property into two segments for three landowners.

Red area is the currently selected location for the solar panel garden.



Observation

Currently Selected Option

As this option appears to be the most costly with regards to:

- Upgrading the existing power lines (red dotted line)
- Requires cutting property owners land in two and expropriation. (red solid line)
- Most costly new power line which will need to be maintained for ever.)

Option 1

Requires none of the above costs.

Request for Information Summary

- Several town owned properties appear to have advantages over the selected option in terms of logistical, technical, geographical, and political factors.
- Can we see a comparison of such options as no information has been forthcoming to date?
- Can we have an explanation on why these seemingly simpler options aren't being considered?
- Avoiding expropriation, or at the very least reducing impact on land owners by choosing different line routing, will go a long way to building trust in the project that could benefit our town long into the future.

OPEN RESPONSE TO "REQUEST FOR INFORMATION" PETER REDDEN, SEPT 22, 2022

With respect to the siting of the community solar garden being constructed by the Town of Mahone Bay, the Town Council selected the site at the Wastewater Treatment Facility – and the associated service corridor – on its considerable merits, including:

- Town-owned site (compatible use with existing treatment facility) / minimally impactful service easements
- Appropriately zoned property / no additional environmental or land-use approvals required
- Best/highest use of the property (does not diminish tax generation potential or other community benefit)
- Service corridor accommodates necessary load, relatively low cost, low environmental impact



Various alternative sites have been proposed, each with their own potential benefits and drawbacks, but ultimately the Council has made the decisions they have in the best interest of the residents of Mahone Bay, taking all factors into consideration.

The following summarizes alternatives proposed in your correspondence and why these alternatives would be less suitable than the selected site:

Proposed Alternative #1 - Old School Lab Property



Size: 16.29 Acres (okay) Distance to substation: 0 m Zoning: Residential (not permitted)
Ownership: Town

This property was formerly attached to the old school before it became the property of the Town. Presently it is primarily used for recreational purposes.

Potential benefits:

• Adjacent to substation reducing costs for distribution line

Potential drawbacks:

- Property not appropriately zoned, requiring a substantial public approval process. Provincial approval would also be required and in other similar situations the Province has acted to block the rezoning of residential land due to the ongoing housing crisis.
- Property has potential to provide other community benefit (such as needed housing) and/or generate considerable tax revenue as a result of private residential development, which would be lost.

Proposed Alternative #2 - Public Works Dept. Yard



Size: 4.12 Acres (too small)
Distance to substation: ~900 m

Zoning: Institutional (permitted)

Ownership: Town

This property is currently used as a staging yard and for limited storage by the Town of Mahone Bay Public Works Department.

Potential benefits:

 Somewhat closer to substation, potentially reducing costs for distribution line. While closer to the substation than the selected site the route to be taken by the distribution line would require consideration as the most direct route primarily traverses property owned by Nova Scotia Power Inc..

Potential drawbacks:

- Inadequate size (the solar garden under development occupies approximately 6 Acres) would result in scaling back solar project, substantially reducing generation and benefits to the community.
- Public Works Dept. use would not be compatible with use as a solar garden site, requiring the relocation of Public Works Dept. operations elsewhere.

Proposed Alternative #3 - RPS Composites Ltd. Back Lot



Size: 19.9 Acres (okay)
Distance to substation: ~500 m

Zoning: Industrial (permitted)

Ownership: Private

This property is privately owned and is currently used as a staging yard and for limited storage by RPS Composites Ltd..

Potential benefits:

- Repurposing a brownfield site.
- Closer to substation reducing costs for distribution line.

Potential drawbacks:

• The property is not Town-owned. The Town engaged in negotiations for the use of the property with the owner (RPS Composites Ltd.) but these negotiations were unsuccessful. Property #4 (selected site) - Wastewater Treatment Facility Property



Size: 25.26 Acres (okay)

Zoning: Institutional (permitted)

Distance to substation: ~1,200 m Ownership: Town

This property is currently home to the Town's Wastewater Treatment Facility, which occupies the middle of the property, separating the area selected for the solar garden from the wetland behind the Facility.

Alternative suggestions:

- Route electricity generated along Main Street
 - The Engineering Distribution System Impact Study prepared for the Town by Strum Engineering Associates Ltd. found this would limit the output of the Community Solar Garden to 250kWac to 800kWac output whereas a new distribution circuit running directly from the substation to the solar garden would allow for an output of 1500kWac (2000kWdc), a substantially greater community benefit.
- Route electricity generated along an alternative service corridor to be established adjacent to the Bay-to-Bay Trail
 - The Wetland Delineation Report prepared for the Town by Hemmera Envirochem Ltd. determined that wetland impacts could be reduced or eliminated by the chosen routing, versus substantial impacts with the proposed alternative service corridor. Wetland impacts require Provincial approvals as well as additional land-use approvals, and increase costs. Micro siting has enabled the selected route to fully eliminate wetland impacts.
 - The Town's project manager for the community solar garden project (the Alternative Resource Energy Authority) estimated

construction costs for the alternative service corridor would be over \$250,000 higher than with the selected route.

- Locating solar panels behind the Wastewater Treatment Facility (from Main St.) rather than in front
 - Ruled out as this area is a combination of engineered bank (for the Treatment Facility), which cannot support solar panel racking and piles, and designated wetland area; construction access would also be required from Fauxburg Road.

Further information on the community solar garden project – including reports which informed Council's site selection and service corridor route decisions (Strum Engineering Distribution System Impact Study, Hemmera Envirochem Wetland Delineation Report, etc.) - is available on the Town's website by clicking on the COMMUNITY SOLAR GARDEN PROJECT banner.

The Town is also hosting an open house on the project for community members, 5-8 PM on Wednesday, October 19th, at the new Fire Station Community Hall. This drop-in event will provide a further opportunity to get informed about the project and engage in discussions with staff and Council members.



Town of Mahone Bay

Staff Report RE: Ghaffari-Mahmoodi Request October 11th, 2022

General Overview:

This staff report is intended to present Council with background information and a recommendation in relation to a request received by Council.

Background:

At the regular Council meeting of Sept 13, 2022 Council passed the following motion:

"THAT Council direct staff to prepare a report for the October 11, 2022 regular meeting regarding the request from Dr. Ghaffari and Dr. Mahmoodi regarding the use of the access driveway to the site of the wastewater treatment plant and solar garden, and screening vegetation for the solar garden site."

The request from Dr. Ghaffari and Dr. Mahmoodi is attached for reference.

Analysis:

The question of further subdivision of the property at 924 Main St. has been examined on several prior occasions. It has been determined that the property cannot be further subdivided under the terms of the Town's Subdivision Bylaw (which mirror the requirements of Provincial legislation), unless the resultant lots have frontage on a public street.



Ghaffari-Mahmoodi Property

As can be seen from the above map, the only way to subdivide a further lot at the rear of the property would be for one of the laneways accessing adjacent properties – there is one on each side – to become a public street. The Town is the owner of the laneway on the Western side of the property which provides access to the Town's Wastewater Treatment Facility (and new solar garden site). As a public street the WWTF laneway would dead-end at the newly installed gate for the solar garden site.

To evaluate the suitability of the WWTF laneway to become a public street, Town staff engaged Strum Engineering Consultants. The opinion provided by Strum is as follows:

The existing driveway is running at roughly 19% grade at the steepest portion, and flattens slightly as the driveway approaches the existing WWTF at the top of the hill. For context, a new public road designed to Municipal/Provincial Standards is to be provided with a maximum slope of 8% grade. The maximum 8% grade also coincides with the maximum grades allowed for a "fire access route" as defined by the National Building Code of Canada.

At the intersection of Main Street, there is currently no landing or runoff area provided (i.e. a short section of flat road provided before entering the intersection). The minimum requirement for a new public road is 15m runoff graded at 2% maximum before transitioning into a steeper slope. These runoffs are a requirement for public streets as a safety feature to help prevent vehicles from sliding uncontrolled into the intersection during inclement weather. Main Street is a moderate-high traffic volume street, which compounds the safety concern with converting this driveway into a public road. We looked at what would be required to add this runoff area at the intersection to improve the situation, but doing so creates a conflict with existing buried services within the driveway (water, forcemain, gravity sewer, etc.).

Based on our review, we don't think it is feasible to attempt to modify the drive with the intent to create a new public street, mainly due to safety concerns for future road users.

The opinion provided by Strum should be carefully considered by Council in responding to the Ghaffari/Mahmoodi request. In addition to the Ghaffari/Mahmoodi property there is only one other property – belonging to Tony Sampson and Heidi Walsh Sampson – which might seek to use the proposed new public street for access, however this property could

potentially be accessed from Main Street depending on the plan of subdivision.

With so few properties being accessed from the dead-end street – daily traffic averages would likely be in the single digits – safety concerns for road users would be minimized, however they would still be present (particularly the noted concern regarding the "fire access route" as defined by the National Building Code of Canada). With only a single vehicle the existing landing appears sufficient, however Strum's analysis reflected a requirement for a 15m landing, presuming multiple vehicles waiting to turn onto Main St.; see below.



Vehicle waiting at Main Street landing

Financial Analysis:

The direct financial implications of the request are very limited. Presumably any subdivision costs for adjacent properties would be borne by property owners. If Council were inclined to approve a new public street there would be some costs associated with the subdivision of the road parcel from the WWTF and establishment of the resulting road parcel as a public street.

Climate Analysis:

N/A

Strategic Plan:

N/A

Recommendation:

It is recommended,

THAT Council reject the Ghaffari-Mahmoodi request and direct staff to write Dr. Ghaffari and Dr. Mahmoodi expressing Council's rationale for this decision (that Strum Engineering identified technical issues with the proposal to convert the WWTF laneway to a public street).

Attached for Council Review:

• Request from Dr. Ghaffari and Dr. Mahmoodi

Respectfully Submitted,

Dylan Heide

Town of Mahone Bay CAO

To: Mahone Bay Town council

From :Dr Mojgan Mahmoodi & Dr Reza Ghaffari

924 Main street

Mahone Bay, NS

Dear Mahone Bay Town Councils

We would kindly resubmit our request to access the Town Road beside our property that leads to the water treatment plant/ Solar garden!

The access to the Town road will provide us with the possibility to subdivide our property and eventually develop a new dwelling on the back portion of our property.

We would like to remind the councils that by subdividing our land and possibly any further development within, we will be paying property tax, which can be used towards maintaining the access road and further projects around the Town of Mahone Bay.

Meanwhile we had a meeting with Mr Heide and Ms Wright on Friday. They kindly consulted us on the possible landscape and screening vegetation for the site that is bordering our property. We discussed different options and the fact that if we were able to get access to the road and further subdivide our land we will start landscaping the border of our property and there is no need for the Town to plant further vegetation around that site anymor.

We will be happy to meet with the councils if there is a need to discuss further details. We are looking forward to hearing from the councils regarding our proposal soon.

Respectfully

Dr S. Reza Ghaffari, Dr Mojgan Mahmoodi

SR Ghaff. M.H. Mahmoodi



MEMORANDUM

TO: Council

FROM: Maureen Hughes, Town Clerk & Deputy CAO

DATE: October 11, 2022

RE: Municipal Boundary Review – Motion of Council for application to NSUARB

Council received a staff report at the September 29, 2022 meeting of Council, with an overview of the Municipal Boundary Review from Town staff seeking motions to complete the package for the application to the NSUARB. At that time the following motion was passed:

THAT Council make application to the Nova Scotia Utility and Review Board that the number of councillors for the Town of Mahone Bay be six, that Council provide the reasons for the recommendation regarding the number of Councillors and, that Council make application to the Nova Scotia Utility and Review Board that Mahone Bay remain undivided by polling districts.

The application process requires Council to state their reasons for their recommendation of the number of Councillors, as well as reasoning if they recommend a change to polling boundaries, in the motion itself, with the certified motion being required as part of the application. To complete the application to the NSUARB, staff are therefore looking for the following motion(s):

THAT Council make application to the Nova Scotia Utility and Review Board that the number of Councillors for the Town of Mahone Bay be _[insert number of councillors]___, and that Council provide the following reasons for that recommendation:

[list reasons]

<mark>and,</mark>

THAT Council make application to the Nova Scotia Utility and Review Board that Mahone Bay

- Remain undivided by polling districts
- Be divided into polling districts for the following reasons [list reasons]

Respectfully submitted,

Maureen Hughes

Town Clerk & Deputy CAO



Town of Mahone Bay

Staff Report RE: 2022 Municipal Boundary Review September 29, 2022

General Overview:

This report is to provide Council with an overview of information received from the public participation process to inform Council's application to the Nova Scotia Utility and Review Board for the 2022 Municipal Boundary Review.

Background:

At the January 11, 2022 regular meeting of Council, correspondence was received from Bruce Kiley, Chief Clerk of the Nova Scotia Utility and Review Board (NSUARB), advising that every town and municipality was required to apply to the NSUARB to "confirm or alter the number and boundaries of polling districts and the number of councillors." At that meeting the following motion was passed:

THAT Council direct staff to present a draft Public Engagement Plan for the 2022 Municipal Boundary Review.

A draft Public Engagement Plan was received and approved at the January 27, 2022 regular meeting of Council.

The first phase of the Town's Public Engagement was public education, to inform the public on the Municipal Boundary Review, what the process is, and why it matters to the electorate. To that end, a section of each monthly edition of the Mayor's Newsletter was dedicated to the Municipal Boundary Review from March 2022 until September 2022. A special edition newsletter was also published in August 2022, dedicated entirely to the 2022 Municipal Boundary Review.

Regular information regarding the Municipal Boundary Review was also shared via the Town's website, social media, and posters in town. A public meeting was held on September 7, 2022, and public comments on the Municipal Boundary Review were received until September 19, 2022.

Analysis:

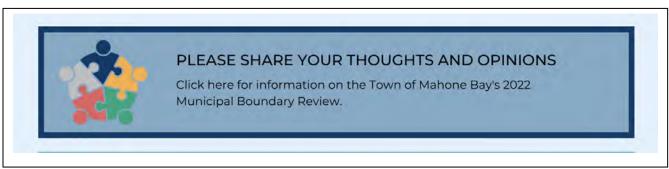
Process

A Public Engagement Plan (Appendix A) was approved at the January 27, 2022 meeting of Council, establishing a timeline for public engagement and decision as February 2022 – May 2022. At that time it was planned to hold the public session at

the new firehall. As the grand opening of the firehall was delayed the decision was made to extend the timeline for the public session.

Website

A special page was created on the Town's website, and information to the public included a note to watch that page as it would be updated throughout the process. (Appendix B)



Newsletter

A section of the newsletter dedicated to the Municipal Boundary Review was a regular feature in the Mayor's newsletter from March – September 2022 inclusive (Appendix C), focused on the objective of the municipal boundary review, the process, and encouraging the public to consider the question of polling districts and size of Council. It was the opinion of staff that with the confusing name for the process, it was important to keep communication steady and keep encouraging the public to think about the topic.

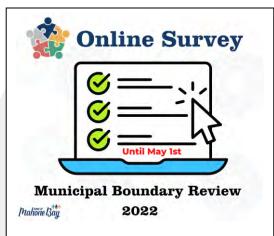
Online Survey

To prompt the thought process of the public, an online survey was launched in April 2022, asking if the participant thought that Mahone Bay should have polling districts, and asking for a preference between four and six Councillors, the specific question for the last three Municipal Boundary Review processes in Mahone Bay and therefore, it was hoped, a familiar sounding discussion which would prompt participation.

The survey provided an overview of the Municipal

Boundary Peview process before asking the questions regions.

Boundary Review process before asking the questions regarding which Council would make an application.



Municipal Boundary Review Survey

The Nova Scotia Utility and Review Board (NSUARB) is required by the Municipal Government Act to conduct reviews of the number and boundaries of municipal polling districts and the number of Councillors every eight years. Council will have to make a submission to the NSUARB stating what Council composition should look like in the future, specifically:

- 1. Should there be polling districts?
- 2. Should Mahone Bay Town Council be made up of four Councillors plus a mayor OR six Councillors plus a mayor?

OK

Should Mahone Bay voters continue to elect people from anywhere in town, or should polling districts be created so that people in specific areas of town can only vote for people in their area of town?
 Yes; Mahone Bay should create polling districts
 No; Mahone Bay should not create polling districts

The question about the number of Councillors included the most familiar pros and cons which have been heard from the public over the past three Municipal Boundary Review processes in Mahone Bay.

2. What is your preference?

Mayor + 6 Councillors (status quo)

Pro - Less of a workload for each member of Council

Pro - More opinions for better representation of different points of view

Con - A larger group may struggle to reach a consensus

Con - Is there over representation for such a small town?

Mayor + 4 Councillors

Pro - Potential for decreased cost

Pro - Potentially more efficient decision making

Con – Increased workload may make it harder/more inaccessible for people to serve on Council

Con – Fewer Council members may mean less opportunities to connect with members of Council

The survey had a total of 29 participants, the majority of whom voted for the status quo (Appendix D)

Polling Districts		Number of Councillors	
Yes	No	4 Councillors	6 Councillors
2	27	9	20

Social Media

Throughout the process, information was shared on the Town's social media regarding the process and how to participate. The graphic used incorporated the puzzle piece image used when communicating matters regarding Council and used the term Municipal Boundary Review as part of the public education component of the process, and the term "It's about representation" to catch the public attention about why this process matters to the public.





Declaration of Preference

Council received a staff report at the July 12, 2022 regular meeting, with an update on the process to that point, providing information on First Community impressions (results from online survey), and requesting a declaration of preference for the size of Council for the purpose of public consultation.

At that time the following motion was passed:

THAT Council declare that the preferred size of Council is six Councillors plus a mayor, for the purpose of public consultation prior to preparing an application to the Nova Scotia Utility and Review Board for the Municipal Boundary Review.

Special Edition Newsletter

Following Council's declaration of preference, a special edition newsletter was published (via Canada post, email distribution list, facebook, website) with information on the Municipal Boundary Review process, the costs and responsibilities of Council (frequent questions from the public in the past regarding the size of Council), how to participate in the process, and an invitation to participate in the public meeting on September 7, 2022. (Appendix E)

Public Meeting

While the original plan was to hold a public meeting at the new firehall in May 2022, delays with completion led to the facilitated public session being held at the firehall on September 7, 2022.

Six members of the public attended the meeting, as did five members of Council, and two members of staff (one facilitating the session). Due to the low number of participants, a large group session was held regarding the Municipal Boundary Review process and objective, and specifically discussion focused on the following key points:

- What are the essential responsibilities of a Councillor in the Town of Mahone Bay and how much time is required to dedicate to this role?
- What are the advantages/disadvantages of 6 vs 4 Councillors plus a mayor?
- Which model works best for Mahone Bay? 6 Councillors + mayor or 4 Councillors + mayor?

Comments from the public included:

Responsibilities of a councillor:

- The uniqueness of Mahone Bay (utilities)
- Average 40-50 hours per month
- 6-9 committees per member of council
- Small ambitious town
- Councillors signed up for the job so they should be ready to serve
- Reducing numbers would not be advisable with the changes coming such as environmental concerns, etc
- Risk/danger of burn out if the number of councillors reduced
- Municipal government the most important level of government to be reachable
- Compared to other towns with the same representation Mahone Bay is very small

4 vs 6 councillors

- Less costly for fewer? Maybe not?

- Less representation
- More burnout
- 6= better work distribution
- 6 = diverse perspectives
- Who are we attracting
- 4: ability to get stuck if there are stalemates in conversation
- Reducing numbers could impact interest to become a municipal councillor

A brief discussion also took place regarding polling districts

- Councillors at large is a great idea
- Mahone Bay is too small to subdivide into wards

Following the discussion (Appendix F), participants were asked what they wanted Council to hear before they made their decision, and then a final, informal, "post-it vote" was held as participants left the room, giving them a final opportunity to declare their preferences after having discussed the issues. (Appendix G)

Of the public in attendance, all voted for the status quo in respect to polling districts (no districts) and five voted for the status quo in respect to number of Councillors, with one person voting for a reduced Council size.

Participants were also reminded that submissions were being accepted until September 19th if they had further comments to make.

A poster was created to encourage attendance at the public meeting and remind the public of how they could participate in the Municipal Boundary Review Process (Appendix H).

Comments submitted

Public comments were accepted until September 19, 2022. A total of seven comments were received from the public, all of which were submitted following the publication of the Special Edition Newsletter in August.

Of the seven submissions received, all were in favour of maintaining the status quo in respect to polling districts (no polling districts), and five were in favour of the status quo regarding Council size (six Councillors + mayor) while two expressed the opinion that the Council size should be reduced. (Appendix I)

Next Steps

With the completion of the public participation process for the Municipal Boundary Review, Council now has the feedback of the process and is now in a position to make the decisions for the application to the NSUARB in respect to "confirm or alter the number and boundaries of polling districts and the number of councillors" as advised by the Chief Clerk of the NSUARB in his correspondence of December 2021.

The application from Council must include the following information:

MGA Rules

30(1) An application under Section 368 or 369 of the Act by a town which has not been divided into wards or polling districts shall contain the following information:

- a) The number of councillors:
- b) The geographic size of the town;
- c) The latest available population statistics for the town;
- d) The total number of electors in the most recent municipal election;
- (2) Where the application is to confirm the number of councillors, it shall contain the reasons why the status quo should continue.
- (3) where the application is to change the number of councillors, it shall contain an outline of the proposed changes and the reasons for the proposed changes.
- (4) The application shall be signed by the mayor and clerk of the town and shall be accompanied by a copy of the resolution of council authorizing or directing the making of the application, certified by the clerk of the town to be a true copy of the resolution.
- (5) An application may be in Form D.
- 31(1) Every application shall be accompanied by
 - (a) A copy of any advertisement soliciting input from the public in conducting the study;
 - (b) A copy of the minutes of any council meeting and public hearing respecting the study or application;
 - (c) A map showing the boundaries of the existing polling districts;
 - (d) A description of the boundaries of the existing polling districts;
 - (e) Where the application is to change the number or boundaries of the polling districts, a map showing the boundaries of the proposed

polling districts and a description of the boundaries of the proposed polling districts;

(f) Such additional information as Council determines.

(Appendix J)

For the completion of the application to the NSUARB staff are looking for the following motions from Council:

- 1. For what number of Councillors is the Town of Mahone Bay making application to the NSUARB?
- 2. What are the reasons for the application for that number of Councillors?
- 3. Is the Town of Mahone Bay applying to change the status quo in respect to polling districts in Mahone Bay and if so, what are the reasons behind that?

Application

Once the necessary decisions have been made by motion, staff will complete the application to the NSUARB and forward when signed by the Mayor and Clerk.

Once the application has been received and processed by the NSUARB they will hold an independent public hearing in Mahone Bay. Only after they have conducted their own public hearing will they make their decision and forward notification of their decision to the Town.

Financial Analysis:

Special Edition newsletter \$169.49
Public Meeting (refreshments & supplies) \$196.72

Total \$366.21

Staff time – approximately 75 hours

Climate Analysis:

There are no immediately identifiable climate implications associated with the Municipal Boundary Review process.

Links to Strategic Plan:

2.3 Governance to Meet Expectations of our Growing Community.

Recommendation:

It is recommended,

THAT Council make application to the Nova Scotia Utility and Review Board that the number of councillors for the Town of Mahone Bay be [insert number].

THAT Council give the following reasons for the recommendation regarding the number of Councillors:...........

THAT Council make application to the Nova Scotia Utility and Review Board that Mahone Bay [remain undivided by polling districts/ be divided into polling districts for the following reasons....].

Respectfully submitted,

Maureen Hughes

Town Clerk & Deputy CAO

Attached: Appendix A: Public Engagement Plan

Appendix B: Website Page

Appendix C: Mayor's Newsletter – features

Appendix D: Survey Results

Appendix E: Special Edition Newsletter

Appendix F: Public Meeting – Meeting Notes Appendix G: Public Meeting – Post-it Vote

Appendix H: Public Meeting Poster

Appendix I: Public Comments Received

Appendix J: Form D (for application to NSUARB)



Town of Mahone Bay Public Engagement Plan Template

Presented to Council: January 27, 2022

GUIDING PRINCIPLES

Town of Mahone Bay public engagement is:

o Meaningful;

o Informed;

o Timely;

- Accessible;
- Transparent;
 - o Appropriately scaled;

NATURE OF ENGAGEMENT

• Matter for which public engagement is being sought:

2022 Municipal Boundary Review

How input will be used:

Input from the public will be taken into consideration by Council when making their recommendation to the Nova Scotia Utility and Review Board.

• Identified stakeholders:

Taxpayers of the Town of Mahone Bay, Mahone Bay electorate.

Impact of the matter on stakeholders:

Structure of governance in Mahone Bay, public expenditure, composition of local government in Mahone Bay

Timeline for engagement / decision:

February 2022 – May 2022

NB: The Nova Scotia Utility and Review Board will conduct a public hearing after the Town's public engagement process is completed and that is a separate opportunity from that which is outlined in this document.

• What information is required to participate and where is it available:

Information on what the 2022 Municipal Boundary Review is and the potential impacts on the governance of the Town of Mahone Bay, information on the public engagement process, both that of the Town and the NSUARB, and information on how public comments will be received and used.

This information will be housed on our website, included in the Mayor's newsletter as a regular monthly feature, and notices on social media, the Town's mass notification system (Community Message Boards: *Notices from Council*, and *Community Notices from the Town*) and posted notices in Town will refer members of the public to where the information is housed on the Town's website, with the option to contact staff for more information about the process and to share comments.

• Particular circumstances (including states of emergency and public health directives):

The public health directives surrounding the ongoing pandemic are a factor in planning this engagement process and staff will be mindful of trends when setting up the various aspects of this process, including potential in-person discussions, the possibility of an in-person community discussion, and other factors which may arise in response to directives from Provincial Health authorities.

ENGAGEMENT TOOLS

Which public engagement tools will be utilized:

Public hearing;

Notes: <u>no – a formal public hearing is part of the NSUARB</u> process, and not anticipated as a part of this process.</u>



Notes: _Staff will plan a public discussion meeting held in May, but will be prepared to host a session virtually if required at the time due to pandemic safety guidelines.__

Digital engagement which may include webinars, message boards / discussion forums, and online polls or surveys;

Notes: _An o<u>nline survey tool will be used to gather response</u> from residents in the lead-up to the community discussion,

and residents will also have the opportunity to submit comments electronically; staff will monitor the public health guidelines to determine if the final public session will need to be held online.

Written engagement which may include written

×	Written engagement which may include written submissions, email feedback, mail-in surveys, polls and workbooks;		
	Notes: _Printed notices to be sent via Canada Post; written submissions will be accepted via paper (mail or drop-off) and email		
	Engagement by representation including the appointment of members of the public to Town committees;		
	Notes:		
×	Providing information through the media, websites, soci media, and other channels;		
	Notes: _Information about the Municipal Boundary Review process as well as the opportunities to submit comments will be shared via the Town's website and facebook, and the Town's mass notification system (CodeRED)		
	Other:		
	Notes:		

REQUIRED RESOURCES

• Communication plan to inform the public about the public engagement plan and opportunities to provide input:

Information about the Municipal Boundary Review process and goals will be posted on the Town's website and communicated directly to members of the public via a regular monthly feature in the Mayor's newsletter. Social media and printed posters will refer members of the public to the information on the website or how to receive paper copies of the information.

Information on how to submit comments and ask questions will be shared by the same means.

Required resources and costs:

Use of the Town's existing information-sharing media, the Town's online survey tool, the Town's mass communication network, the Town's online meeting platform, and an estimated 40 hours of staff time. A series of printed posters, as well as a printed engagement form will be mailed to all members of the community staff expect that these will be able to be prepared in-house.

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PUBLIC WORKS

CONTACT

Appendix B

Municipal Boundary Review Process

The Nova Scotia Utility and Review Board (NSUARB) is required by the Municipal Government Act to conduct reviews of the number and boundaries of municipal polling districts and the number of councillors, this review occurs every 8 years.

Mahone Bay Town Council is currently composed of six councillors, elected-at-large, plus a mayor. Council will have to make a submission to the Nova Scotia Utility and Review Board stating what Council composition should look like in the future, specifically

- Should there be polling districts? (There are not currently polling districts in Mahone Bay?
- Should Council be made up of four councillors + one mayor OR six councillors + one mayor



Preference Declared by Council

Town Council is required to declare a preference to stimulate discussion among the public, and Council has declared that there preference is for Council to be comprised of six Councillors + a mayor.

This declared preference does not presuppose the ultimate recommendation that Council will make the to NS Utility and Review Board. It is a part of the prescribed process that Council declare a preference and the ultimate submission to the Utility and Review Board will be made after Council has received all of the feedback received during the public engagement process.

Why does this matter to the people of Mahone Bay?

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Council will reach out to the public for YOUR opinion before making their submission to the Nova Scotia Utility and Review Board.

How will the Town seek out public input?

- A regular newsletter feature about the review process
- A survey was conducted in May 2022 to ask people if their preference was for a Council composed of six Councillors + a mayor (status
 quo) or four Councillors + a mayor.
- A notice was sent to residents in August via Canada Post with information on how to share your thoughts and the deadline to submit, the notice can be seen here
- A public meeting will be held on Wednesday, September 7th at 7pm at the Town's new fire hall so that members of the community can participate in a discussion about this issue

What happens after the public engagement segment is completed?

- Public feedback will be taken into consideration when Council develops their recommendation
- Council will make their submission (recommendation) to the Utility and Review Board

Independent Public Hearing

Once the Nova Scotia Utility and Review Board has received the recommendation from Council, the Board will schedule and publicize their own independent Public Hearing in the community. This public hearing is an additional opportunity for members of the public to submit their comments before the final decision is made.

Decision

Once the Nova Scotia Utility and Review Board makes their decision, they will advise Council, and that decision will determine the way that future municipal elections are held.

The Questions

Should there be polling districts?

In the Town of Mahone Bay, everybody has the option to vote for any of the names on the ballot - this is what it means that local government representatives are elected "at large". The question is whether elections in Mahone Bay should continue to function this way or should people only be able to vote for specific people based on the area in which they live - this is what it means to vote based on a "polling district".





Should Mahone Bay Town Council be made up of four Councillors + a mayor OR six Councillors + a mayor?

The decision here is about what is the best number of people to represent the electors of Mahone Bay? What are the deciding factors for this recommendation? Generally, this is based on representation (who is sitting around the Council table? is this a good representation of the community?), workload (what do Councillors do? are there enough people to share the load?), costs (members of Council receive an honorarium, and there are expenses incurred for training, travel, etc), and how do the numbers work if there is a

Newsletter with additional information

TOWN OF MAHONE BAY

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PUBLIC WORKS

CONTACT

A Special Edition Newsletter was published in August with information about the Municipal Boundary Review Process, the purpose of the process, and further information about things like what a member of Council does, and costs associated with Council.

The full newsletter can be read <u>here</u>, but please contact staff if you have any further questions, and we would really love to hear your thoughts on the size of Council.









Tell us your thoughts!

We want to know what you think!





Send us your comments

email: clerk@townofmahonebay.ca

mail: PO Box 530, Mahone Bay, NS BOJ 2E0

in person: 493 Main Street (drop box by front door if after-hours)

Comments will be received until September 19th

Join us for a conversation

Public Meeting September 7, 2022 at 7pm at 41 Hawthorn Road (new firehall)

ADMINISTRATION | COUNCIL | FINANCE | ELECTRIC UTILITY | EMERGENCY SERVICES | FORMS + APPLICATIONS | HERITAGE | PUBLIC WORKS | STREETS + ROADS | WASTE COLLECTION SCHEDULE | WATER/WASTE WATER | CONTACT

Search

Town Hall 493 Main Street, Mahone Bay B0J2E0

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Appendix C Municipal Boundary Review

The Nova Scotia Utility and Review Board (NSUARB) is required by the Municipal Government Act to conduct reviews of the number and boundaries of municipal polling districts and the number of councillors every eight years. Council will have to make a submission to the NSUARB, stating what Council composition should look like in the future, specifically:

Should there be polling districts?

In the Town of Mahone Bay, everybody has the option to vote for any of the names on the ballot - this is what it means when local government representatives are elected "at large". The question is whether elections in Mahone Bay should continue to function this way or should people only be able to vote for specific people based on the area in which they live - this is what it means to vote based on a "polling district".

Should Mahone Bay Town Council be made up of four Councillors + a mayor OR six Councillors + a mayor?

The decision here is about what is the best number of people to represent the electors of Mahone Bay? What are the deciding factors for this recommendation? Generally this is based on representation (who is sitting around the Council table? is this a good representation of the community?), workload (what do Councillors do? are there enough people to share the load?), costs (members of Council receive an honorarium, and there are expenses incurred for training, travel, etc), and how do the numbers work if there is a split decision. What do you think about this? Are there other factors that go into your decision?

How the process will work

- Look for the special new page on our website about the job that a Councillor does and who does what on the current Council
- A notice will be sent to all residents via Canada Post with information about this process and how to share your thoughts with Councill
- A survey will be developed to prompt comments
- A public discussion will be held so that members of the community can participate in a discussion about this issue (we are really hoping that we will be able to hold this meeting in-person public health guidelines permitting)
- The Council will make their submission to the Nova Scotia Utility and Review Board
- The Utility and Review Board will hold an independent Public Hearing in Mahone Bay before they make their decision
- The decision of the NSUARB will determine the make-up of Council at the next municipal election



Watch for more information about the process, the survey, and the public meeting.

Municipal Boundary Review

The Nova Scotia Utility and Review Board (NSUARB) is required by the Municipal Government Act to conduct reviews of the number and boundaries of municipal polling districts and the number of councillors every eight years. Council will have to make a submission to the NSUARB, stating what Council composition should look like in the future, specifically:

Should there be polling districts?

Should Mahone Bay voters continue to elect people on a ballot with names from any part of town (like we do now) or should the town be divided into polling districts so that voters choose from candidates in a specific part of town?

Should Mahone Bay Town Council be made up of 4 Councillors + a mayor OR 6 Councillors + a mayor?

Watch your mailbox for a mailer that describes what Councillors do, and keep an eye on the special Municipal Boundary Review page on the Town's website.

What do you think? Should Mahone Bay have six councillors or four?

Have your say!



Look for the special new page on our website about the job that a Councillor does and who does what on the current Council



Watch for a notice via Canada Post with information about this process and how to share your thoughts with Council.



A survey is now available to get your opinion: https://www.surveymonkey.com/r/PKB375F



Join us on

Monday, May 16th at 7pm at the new fire hall to discuss this issue

Then what happens?

- The Council will make their submission to the Nova Scotia Utility and Review Board
- The Utility and Review Board will hold an independent Public Hearing in Mahone Bay before they make their decision
- The decision of the NSUARB will determine the make-up of Council at the next municipal election in 2024



Municipal Boundary Review

The Nova Scotia Utility and Review Board (NSUARB) is required by the Municipal Government Act to conduct reviews of the number and boundaries of municipal polling districts and the number of councillors every eight years. Council will have to make a submission to the NSUARB, stating what Council composition should look like in the future, specifically:

Should there be polling districts?

Should Mahone Bay voters continue to elect people on a ballot with names from any part of town (like we do now) or should the town be divided into polling districts so that voters choose from candidates in a specific part of town?

What is the right size for our Council?

We want people to really think about what size IS appropriate for Mahone Bay. That is what we want to hear about from Mahone Bay - is our Council too big? Too small? Or the appropriate size?

Change to public meeting date



When we started this process we stated that we want to have a public discussion if at all possible. We had previously planned to have that session this month, but we are going to delay that session - we hope to plan that in June, but watch for information in the mailer that goes out via Canada Post and the Town's other communication platforms.

Have your say!



Look for the special new page on our website about the Municipal Boundary Review Process and the job of a Councillor



Watch for a notice via Canada Post with information about this process and how to share your thoughts with Council.



Thank you to everyone who participated in our online survey. We hope that this has prompted people to think about this issue. Please take the time to review the information on our website and send us your comments to be a part of the consideration of this decision.

The process:

- 1. Following the public discussion, Council will make their submission to the NSUARB
- 2.The NSUARB will hold an independent Public Hearing in Mahone Bay before they make their decision
- 3.The decision of the NSUARB will determine the make-up of Council at the next municipal election in 2024

Elder Abuse Awareness Day

World Elder Abuse Awareness Day is marked each year on June 15th and is an official UN International Day acknowledging the significance of elder abuse as a public health and human rights issue.

To educate yourself on Elder Abuse and find resources, visit the Canadian Network for the Prevention of Elder Abuse at www.cnpea.ca

Start of Purple Week

June marks the beginning of purple week. During purple week (check your solid waste calendar) you can put your composter out for collection every week on collection day. You can also put out paper leaf collection bags and bundles of twigs.

New Crosswalks!

We're excited to announce the completion of 4 new crosswalks in Mahone Bay.



The installation of these crosswalks is a big step in achieving Council's strategic plan goal of improving transportation infrastructure to support healthy living in Mahone Bay.

Flower Baskets



The folks at the Mahone Bay Tourism and Chamber of Commerce are offering the sponsorship of downtown flower baskets. Baskets will be placed

mid-June and will be a mixture of pink, purple and white Wave Petunias.

To learn more about this program visit mahonebay.com/product/downtown-flowerbasket/

Municipal Boundary Review

Watch for something in your mailbox this month with more information on the Municipal Boundary Review and a date for a public meeting. In the meantime, check out the tab on our home page and/or contact Town Hall staff for more information about this process to determine the size of Council and whether or not there should be polling districts in Mahone Bay.

Sports Field Update

Work has started on a project to improve the condition of the sports field by the Mahone Bay



Centre. This project is a partnership between the Town of Mahone Bay and Mahone Bay United Soccer Club.

A culvert will be placed to improve drainage (and therefore the condition of the playing surface) and while that work is happening, the power lines will be moved underground to improve safety of the field for all users. A new accessible walking track around the outside of the field is also planned as part of this project, to encourage outdoor recreation for all.

This work will impact the use of the sports field this year but we look forward to much improved playing conditions for the future.

Solid Waste Management By-law

The Town has adopted an amended Solid Waste Management By-law which excludes hidden plastic contaminants from the organics stream. This by-law is

effective November 1, 2022 and bans items with waxy or plastic coating such as some disposable food containers and plastic compost liners. Watch for more information to come.

Electric Vehicles and Home

Charging

The Climate and Energy team has developed a short survey to gather information regarding – electric vehicles (EVs)



and home charging in Mahone Bay. The goal is to determine the number of EVs in town and gain insight into how they interact with our electricity grid. As well as to better understand residents' decisions around purchasing an EV.

Having effective and efficient charging infrastructure is an important factor when pursuing a pathway toward achieving the Town's climate and sustainability goals.

To complete the survey go to https://www.surveymonkey.com/r/FQ2RHG2 or check out the projects page of the Town's website to find the link.

Free Wood Give-away!



On Tuesday, July 12th and Wednesday, July 13th from 9am to 6pm, wood from clearing the site of the community solar garden will be

available to the public free of charge. The wood is currently stacked in approximately 6 to 8-foot lengths and while there will be a contractor on site to assist with cutting to a manageable length, anyone who enters the site to collect wood does so at their own risk.

Wood is available on a first-come, first-served basis and is being offered free of charge as an additional benefit to the community. Pick-up is at 918 Main Street only in the times noted.

Municipal Boundary Review

Have you read the information on the Town's website about the Municipal Boundary Review? The Municipal Boundary Review is a process conducted by the Nova Scotia Utility and Review Board.



The Municipal Boundary Review examines the appropriateness of the size of Council as well as parity of voting power. The two questions of the review for Mahone Bay are:

- what is the preferred size of Council?
- should Mahone Bay create polling districts or continue to elect members of Council atlarge?

Share your thoughts!



A public meeting
will be scheduled in the
near future at the new
Firehall. Watch for more
information on this
meeting in your post office

box as well as on the Town's other communication platforms.



Look for the special new page on our website about the Municipal Boundary Review Process and the job of a Councillor



Watch for a notice via Canada Post with information about this process and how to share your thoughts with Council.



Please take the time to review the information on our website and send us your comments to be a part of the consideration of this decision.

Electric Vehicles and Home

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Having effective and efficient charging infrastructure is an important factor when pursuing a pathway toward achieving the Town's climate and sustainability goals. To complete the survey, go to https://www.surveymonkey.com/r/FQ2RHG2 or check out the projects page of the Town's website to find the link..

Sustainability Spotlight



Shore Lunch Food Truck Shore Lunch Food Truck serves sushi bowls that are inspired by Nova Scotia's local south shore cuisine!

This business has also

atively taken steps to reduce its environmental footprint by:

- Utilizing solar panel energy that is also stored on a lithium-battery system
- Providing customers with compostable plates and utensils

Keep an eye out on their Facebook page Shore Lunch Food Truck for information on locations and dates/times.

If you are proud of the sustainable initiatives your business is taking, reach out to our Climate team at climate@townofmahonebay.ca.

Municipal Boundary Review

The Municipal Boundary Review is a process conducted every eight years in which the Nova Scotia Utility and Review Board requires that municipal councils submit an application for the size of Council.

Council has declared their preference for a Council comprised of six Councillors plus a mayor. Their final decision will be made following the period of public consultation, but this preference is to stimulate conversation in the community. What do you think? Is this the right size for Mahone Bay?

Share your thoughts!



Join us on

September 7th at 7pm at the new fire hall

for a public discussion about the size of Council.

Your input is important to this process and we want to know what you think.



Look for the special new page on our website about the Municipal Boundary Review Process and the job of a Councillor



Watch for a notice via Canada Post with information about this process and how to share your thoughts with Council.



Please take the time to review the information on our website and send us your comments to be a part of the consideration of this decision.

Climate Project Survey

Thank you to everyone who took the time to speak with Patrick and/or submitted their ballot with information on reducing the environmental impact of your household.

Congratulations to Kelly Redden who entered the draw for participants, and won a solarpowered power bank!

In case we missed you, an online survey is now available until the end of September. This survey is specifically for residents and businesses in the town of Mahone Bay as the data gathered is used to help us develop an ongoing picture of our community's greenhouse gas emission footprint.

We will have another draw when the online survey closes!

Community Solar Garden

Grading and grubbing (that is levelling the land and removing the stumps, roots and debris remaining after community members collected wood from the community solar garden site) has now completed and the contractors are putting up the fence surrounding the site. Contractors and project managers are now making plans for plantings which will also be part of long-term storm water management. This month we will see components being delivered to the site to prepare for installation of the panels.

<u>Curbside Giveaway Weekend</u>

FREE Curbside Giveaway Weekend is coming up October 1st and 2nd!
This is a great time to get rid of clutter or things you don't use anymore. Put items curbside that weekend for others to take and put to use.

Municipal Boundary Review

This is about your representation at the Council table.



The Municipal Boundary
Review is a process
conducted every eight years
in which the Nova Scotia
Utility and Review Board

requires that municipal councils submit an application for the size of Council.

Council has declared their preference for a Council comprised of six Councillors plus a mayor. Their final decision will be made following the period of public consultation, but this preference is to stimulate conversation in the community. What do you think? Is this the right size for Mahone Bay?

Share your thoughts!



Thank you to everyone who

joined us on September7th for a public discussion

about the size of Council.

Your input is important to this process and we want to know what you think.



Look for the special new page on our website about the Municipal Boundary Review Process and the job of a Councillor

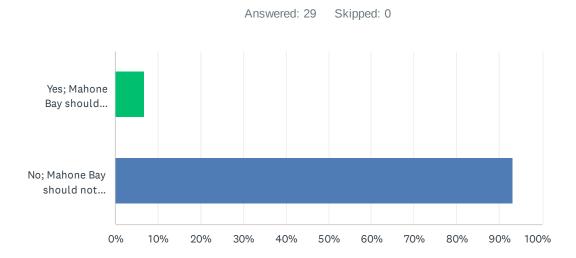


Please take the time to review the information on our website and send us your comments to be a part of the consideration of this decision.

Submissions must be received no later than September 19, 2022.

Appendix D

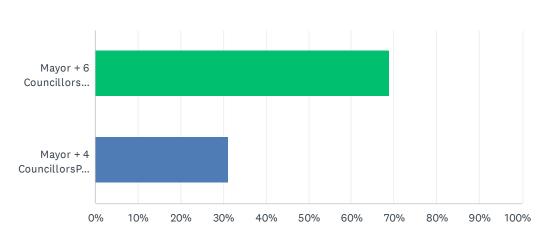
Q1 Should Mahone Bay voters continue to elect people from anywhere in town, or should polling districts be created so that people in specific areas of town can only vote for people in their area of town?



ANSWER CHOICES	RESPONSES	
Yes; Mahone Bay should create polling districts	6.90%	2
No; Mahone Bay should not create polling districts	93.10%	27
TOTAL		29

Q2 What is your preference?





ANSWER CHOICES	RESPON	SES
Mayor + 6 Councillors (status quo)Pro – Less of a workload for each member of CouncilPro – More opinions for better representation of different points of viewCon – A larger group may struggle to reach a consensusCon – Is there over representation for such a small town?	68.97%	20
Mayor + 4 CouncillorsPro – Potential for decreased costPro – Potentially more efficient decision makingCon – Increased workload may make it harder/more inaccessible forpeople to serve on CouncilCon – Fewer Council members may mean less opportunities to connectwith members of Council	31.03%	9
TOTAL		29

Special Edition Newsletter

August 2022 Mahone Bay, NS

Municipal Boundary Review

The Municipal Boundary Review is a process conducted by the Nova Scotia Utility and Review Board every eight years as required by the Municipal Government Act of Nova Scotia.

The Municipal Boundary Review examines representation in each municipal unit in the province to determine if the voters are best represented by their voting set-up. Specifically, the review looks at:

- Size of Council
- Geographic Representation (Polling Districts vs At-Large voting)

The size of your Council?



What is the right number of people (Councillors) to represent your town on Town Council?

What kind of things might a person consider when deciding if the Council should have more, less, or the same number of people?

- Diversity of ideas are there different points of view in discussion? Would the number of Councillors change that?
- Decision making would more or less Council members make it easier to reach a decision? Encourage more discussion before a decision is reached?
- Costs how does the cost of Council affect the operational budget of the Town and how would that differ with more or less Councillors?
- Participation what is the right number of people to share the workload? Encourage others to run for Council?

Geographic representation?



Should Councillors represent the whole town (at-large) or be elected to represent a specific area at the Council table?

Some places elect Councillors for a specific area, a **polling district**. In a municipality that votes with **polling districts**, voters vote for a candidate within their area.

The Town of Mahone Bay, which does not have polling districts, elects Councillors 'atlarge' - this means that a voter casts their vote for a certain number of representatives from all of the candidates running for Councillor and those Councillors represent everyone.

- is it better to have Councillors represent a specific area of town in Mahone Bay?
- would polling districts make it easier or harder to find good representation?
- what are the pros and cons of each option?

Who represents you in Mahone Bay?

Mayor - elected separately from members of Council - the role of the Mayor is not part of the Municipal Boundary Review



Deputy Mayor - appointed by Policy (see the By-laws and Policies page of the Town website) from one of those elected to a seat on Council. This person will act in place of the Mayor if required.

Councillor - there are six seats for Councillors, making the total size of Council seven people (including the Deputy Mayor).

Role of Individual Councillors

- Attending and participating in meetings, this includes Council, Committee meetings, and meetings with outside (partner) organizations
- Arriving at meetings informed and prepared
- Reading background documentation for meetings and staying up-to-date on municipal matters in town, locally, and provincially
- Representing the Town on community, regional, and provincial (possibly national) committees and working groups
- Finding compromise/agreement to make decisions to represent the best interests of the Town of Mahone Bay and its citizens for the short and long term
- Working with fellow members of Council for establishing priorities, budgets, legislation, and service standards for the community
- Responding to community and individuals who have questions/concerns
- Being aware of issues in the community and bringing them to Council
- Keeping citizens informed of municipal issues and decisions of Council

How much time does it take?

- There are several hours of preparation for each Council meeting.
- There are two regular Council meetings each month and generally additional "special" Council meetings each month - Special Council meetings are meetings needed to address issues in a timely manner and/or create additional time to discuss a specific issue
- Council meetings tend to take three or four hours
- Councillors are each appointed to Committees of Council as well as regional
 and provincial committees and working groups. Current appointments are for
 6 9 committees each, but some of those appointments come with additional
 working groups and sub-committees. Each of these meetings requires time to
 read documentation, prepare, and possibly participate in activities of
 committees (ex: trips to the Windfarm in Ellershouse) as well as the time spent
 in meetings

Costs associated with Council

2019-20	Mayor	Deputy Mayor	Councillor #1	Councillor #2	Councillor #3	Councillor #4	Councillor #5	Total
Salaries	19,535.88	11,824.02	10,281.96	10,281.96	10,281.96	10,281.96	10,281.96	82,769.70
Expenses	6,634.33	-	2,628.61	1,120.13	-	646.39	1,323.52	12,352.98
Total	26,170.21	11,824.02	12,910.57	11,402.09	10,281.96	10,928.35	11,605.48	95,122.68
2020-21	Mayor	Deputy Mayor	Councillor #1	Councillor #2	Councillor #3	Councillor #4	Councillor #5	Total
Salaries	19,535.88	11,824.02	10,281.96	10,281.96	10,281.96	10,281.96	10,281.96	82,769.70
Expenses	1,035.76	-	-	-	-	-	-	1,035.76
Total	20,571.64	11,824.02	10,281.96	10,281.96	10,281.96	10,281.96	10,281.96	83,805.46
2021-22	Mayor	Deputy Mayor	Councillor #1	Councillor #2	Councillor #3	Councillor #4	Councillor #5	Total
Salaries	19,672.64	11,906.70	10,353.98	10,353.98	10,353.98	10,353.98	10,353.98	83,349.24
Expenses	2,683.89	-	639.69	234.64	-	54.40	365.00	3,977.62
Total	22,356.53	11,906.70	10,993.67	10,588.62	10,353.98	10,408.38	10,718.98	87,326.86

Costs generally associated with members of Council include their honoraria, expenses such as mileage and meal allowances when they are away over a meal time. Expenses decreased during the pandemic, particularly during 2020, as regional meetings and conferences were canceled. For information on eligible expenses, read the Expense Policy on the Town website.

Recommendation of Council

Council will make a final application regarding the size of Council following the completion of the Public Consultation Phase. As part of the Public Consultation Process recommended by the Nova Scotia Utility and Review Board Council has declared a preferred Council size for the purpose of discussion.

Council has declared their preference for Council size is six Councillors plus a Mayor.

Please join us for a Public Discussion: Wednesday, September 7th

7pm at the new fire hall

If you are not able to join us for the public meeting, or even if you can and you want to submit comments in advance, please forward them to us - we want to know what you think. This whole process is about YOUR representation at the local level.



Email: clerk@townofmahonebay.ca



Mail: PO Box 530, Mahone Bay, NS, B0J 2E0

Your participation matters!

This process is about ensuring the best representation for you! Town Council has a role to play as your local government, but only to make a recommendation. Council wants to know what **YOU** think so that their recommendation is the best reflection of the opinion of the community.

Share your thoughts:



Read the information in this mailer. Consider the question of representation in Mahone Bay and what you think is best.



Review the information on our website. Find the Municipal Boundary Review tab on the homepage of our website.



Do you have questions? Ask us. Staff and Council are happy to answer questions.



Send us your thoughts on Council size and geographic representation. Everything that we receive before September 19th will be considered when Council makes their decision.



Join us for a public discussion about this on **September 7th at 7pm at the new fire hall**

The final decision

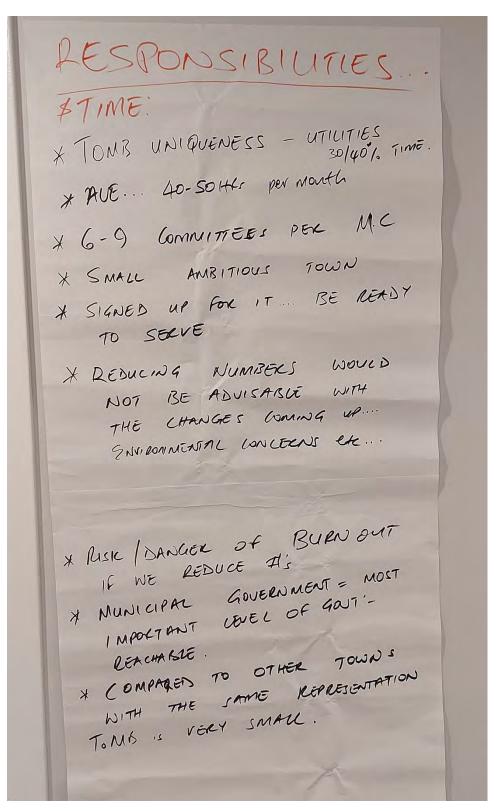


After the Nova Scotia Utility and Review Board (NSUARB) receives Council's recommendation, they will schedule an independent hearing. At that hearing they will ask that the Town present the information that they considered when making their recommendation and then open the discussion to members of the public.

Watch for information about where and when the NSUARB hearing will be held and how members of the public can participate in that hearing. Once we learn about the hearing we will share the information through our regular communication channels.

The final decision of the NSUARB will determine how the 2024 election is conducted.

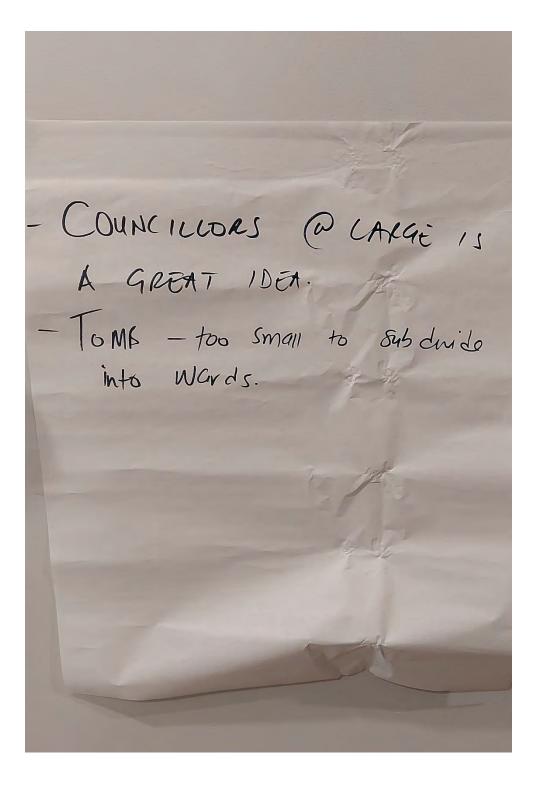
Public Meeting September 7, 2022 - Municipal Boundary Review Discussion Notes



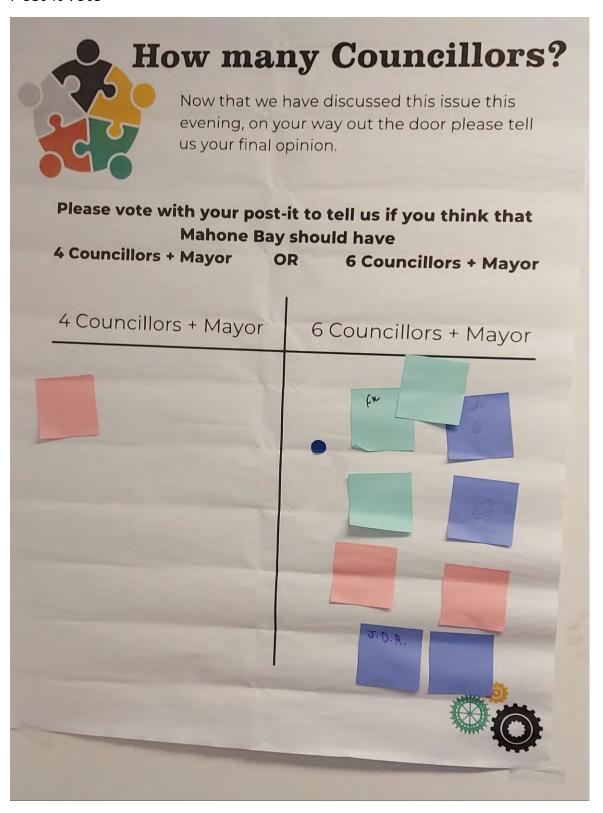
ADVANTAGES (DIS) OF 4/6

LESS COSTLY (PRO) & MATRE NOT Z: LESS REPRESENTATION (CON) INCREASED BURN OUT (CON)

- 6 = BETTER WORK DISTRIBUTION (PRO)
- 6 = DIVERSE PERSPECTIVES (PRO)
 WHO ARE WE ATTRACTING
- 4 = ABILITY TO GET STUCK IF THERE AKE STALEMATES IN CONVERSATIONS.
- = REDUCING NUMBERS COULD IMPACT INTEREST TO BECOME M.C.



Public Meeting September 7, 2022 – Municipal Boundary Review Post-it vote





Polling Districts

The Town of Mahone Bay currently elects representatives to Council on an *at-large* basis.

That means that anyone elected to Council represents everyone in Town equally, and that voters have the option to vote for anyone that is running for Council.

The other option, *polling districts*, means that each Councillor represents people from a specific area of town, and voters chose from those running for Council from their specific area of town.

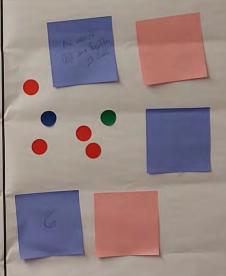


Please use your dot to indicate if you think Mahone
Bay should have polling districts.



I think we should have polling districts in Mahone Bay

Keep electing Councillors atlarge in Mahone Bay



Mahone Bay statistics

Number of dwelling units: 675

Area: 3.13 km²

Voters: 872 (2020 election)



Appendix H

It's about representation.



This year municipalities in Nova Scotia are taking part in the Municipal Boundary Review, a process conducted by the Nova Scotia Utility and Review Board that will inform the Board's decision about voting districts and the size of Council.

We want to know what you think.



Review the information on our website. Find the Municipal Boundary Review tab on the home page of the Town's website.



Do you have questions? Ask a member of staff or Council.



Send us your comments by September 19th email: clerk@townofmahonebay.ca mail: PO Box 530, Mahone Bay, NS, BOJ 2E0 in person: 493 Main Street (drop box for after-hours)



Join us for a public meeting on September 7th at the new firehall.



Public Meeting

Municipal Boundary Review

September 7th
7pm
41 Hawthorn Rd

From: Kelly Redden

Sent: Monday, August 8, 2022 9:51 AM

To: Maureen Hughes
Subject: FW: Town Management

From: doug langley

Sent: Saturday, August 6, 2022 11:56 AM

To: Town of Mahone Bay Clerk <clerk@townofmahonebay.ca>

Subject: Town Management

You don't often get email from

. Learn why this is important

CAUTION: This email originated from an external sender.

Dear Mr. Devenne and councillors,

I applaud your review of our town management as outlined in the recent Special Edition Newsletter.

I hope all ratepayers will take the time to review and understand our governance process.

I believe we have the right council size and representation.

Given the small size of our community there is no need to establish polling districts.

However, consideration should be given to limiting the term of elected officials thereby creating a new slate of candidates from time to time.

After eight years one tends to get a tad stale.

Douglas Langley 575 Main Street Mahone Bay, NS SHould Mahone Bay Yown Council be made up of y councillors + A mayor OR 6 councillors + A mayor?

I think the ANSWEY IS 4 councillors + A mayor.

The decision About what is the best number of people to represent the electors of Mahone Bay 15 Generally Based on the population of the Town. If you look at all the towns across Nova Scotia you will see No other towns this size has 6 councillors + A mayor.

I pon't think anything I say or anyone else has to say will change the number of Councillors in this town. It is AT 6 and will remain at 6. The Taxes are very high In this town and The water Bills are out of this world. My water Bill is sometimes more than my electric Bill and my house is totally electric and you want to pay 6 councillors Not 4. This is just wrong.

SHould there be Polling districts? NO. For a town the size of Mahone Bay every one should have the option to vote for Any names on the Ballot.

(

From: Shirley Oickle < > Sent: Monday, August 15, 2022 9:29 AM
To: Town of Mahone Bay Clerk

Subject: feedback regarding the size of Council and geographic representation

You don't often get email from . <u>Learn why this is important</u>

CAUTION: This email originated from an external sender.

good morning. Just a quick note to let you know my thoughts on the size of the Council and geographic representation for future elections.

- 1) size of Council I think a Council with 6 Councillors plus a Mayor is an adequate size for a town of our population/size. I am in agreement with the preference Council has declared in the recent Special Edition Newsletter.
- 2) geographic representation my viewpoint is that our town is small enough (geographically and in population size) that it is not necessary (or preferred) for us to have "polling districts". I firmly believe that Councillors *should represent everyone*.

I'm planning to attend the public meeting on Sept 7th. Look forward to seeing the new Firehall, the Mayor and Councillors and other interested citizens of our beautiful town.

Kind regards,

Shirley Oickle 12 Youden Court

--

From: Jeff Frampton > Sent: Wednesday, August 31, 2022 7:35 AM

To: Town of Mahone Bay Clerk

Subject: Council Size

[You don't often get email from Learn Why this is important at https://aka.ms/LearnAboutSenderIdentification]

CAUTION: This email originated from an external sender.

We will not be able to attend the September 7th meeting but do support maintaining the 6 person council with each councilor representing the entire town. Mahone Bay is to small to have districts. Thanks

Jeff Frampton

From: Town of Mahone Bay Clerk

Sent: Tuesday, September 6, 2022 9:11 AM

To: Maureen Hughes

Subject: FW: Municipal Boundary Review

----Original Message-----

From: William DeGrace

Sent: Monday, September 5, 2022 8:01 AM

To: Town of Mahone Bay Clerk <clerk@townofmahonebay.ca>

Subject: Municipal Boundary Review

CAUTION: This email originated from an external sender.

Hello,

I am unable to attend the public discussion on the Municipal Boundary Review on September 7th, so I wanted to pass on my thoughts.

I think six Councillors plus a Mayor, and no more than six Councillors, is appropriate for the Town. I would be concerned about the municipal budget for any more, and there is enough diversity of ideas in six people. I do not think it follows that having more Councillors would lighten the workload for each Councillor.

I think the town is too small for polling districts. I would be concerned that polling districts would place Councillors in competition for dollars and projects in their respective districts, possibly resulting in unnecessary projects. I think the at-large system makes for better collaboration.

These are my thoughts. I hope that we will receive a report on the range of opinion from the public meeting.

Thank you,

Bill DeGrace 76 Maple Street

Sent from my iPad

From: Town of Mahone Bay Clerk

Sent: Wednesday, September 7, 2022 3:37 PM

To: Maureen Hughes
Subject: FW: Council SIze

----Original Message-----

From: Ann

Sent: Wednesday, September 7, 2022 12:29 PM

To: Town of Mahone Bay Clerk <clerk@townofmahonebay.ca>

Subject: Council SIze

CAUTION: This email originated from an external sender.

Hello.

I am writing as a new resident of Mahone Bay. I moved here in July of 2019 and we've been with plague almost ever since. I moved to Nova Scotia in 2009 from Ontario and have two observations to make:

- 1. Nova Scotia is a delight! I love the people and the place with equal passion!
- 2. Nova Scotia is over governed at every level and the cost to maintain this bloated oversight takes away from it's citizens in higher taxes and less money in the pot for needed services.

I was so pleased to receive the Special Edition Newsletter! An opportunity for an open discussion based on research, experience and satisfaction. In a recent Chronicle Herald Opinion section, August 23'22, a short letter to the editor in the Voice of The People read: Nova Scotia has 55 MLAs - one for every 19,000 people. Ontario only has 124 MLAs - one for every 120,000 people.

In looking for a town to compare, I found information on Wolfville and made a note of their town council makeup to compare:

Wolfville population 5057, geographical size 7.3 square miles, 6 councillors + Mayor Mahone population 1064, geographical size 3.1 square miles, 6 councillors + Mayor Both towns have a solid tourism season. Wolfville has greater diversity in rural vs town spread and therefore differing needs in some situations.

It seems clear to me that this information should be shared with the town in their discussion and preferences regarding their representation.

I would like to see the council reduced to four councillors + Mayor at our next election. Given the size of our town, I would like to continue to vote for councillors to represent the whole town rather than have separate districts. Common interests and common goals can be achieved by a team that share equal responsibility for our town's success. Thank you,

Ann

Live slow.

From: Town of Mahone Bay Clerk

Sent: Thursday, September 8, 2022 10:00 AM

To: Maureen Hughes

Subject: FW: Municipal Boundary Review

From:

Sent: Wednesday, September 7, 2022 10:44 PM

To: Town of Mahone Bay Clerk <clerk@townofmahonebay.ca>

Subject: Municipal Boundary Review

CAUTION: This email originated from an external sender.

To: The Clerk, Town of Mahone Bay(TOMB)

This submission may be shared with the Mayor, members of Council, the Chief Executive Officer (CEO), Town Clerk, applicable staff, the Nova Scotia Utility & Review Board (NSURB)

Unfortunately I was not able to attend the public meeting on September 7, 2022. I thank you for the opportunity to make this submission regarding the Municipal Boundary Review. I have presented at previously boundary reviews over the years and my thoughts/ opinions remain very much the same.

However, this year the question regarding polling districts curiously stands out. Was this citizen led or part of the review protocol?

The size and population of Mahone Bay hardly warrants polling districts. I believe that electing councillors at large allows members of Council to interact and get to know the residents and voters in town. Councillors at large are more likely to provide advocacy and empathy for for constituents and their concerns. When circumstances require, a Councillor at large could redirect constituents to a more knowledgeable or experience member of the council to help resolve an issue. I think our Town owes much of its uniqueness to the fact that our governance is about "we" and not " us" against "them." Polling districts I believe will cause division among Council and townspeople.

Again, I wish to affirm that the size of Council needs and should remain the same, that being, a mayor and six councillors.

We are fortunate to have some diversity with the current council and we need for that trend to continue and grow. The workload and hours are not always family friendly or conducive to members of Council taking paternity leaves or finding childcare. And perhaps childcare expenses and availability, prevents younger participation on Council?

Many will argue that a small town such as Mahone Bay, does not need such a large council. This affirms the lack of understanding knowledge citizens have about the work and responsibilities of members of council. Most committees are required by the Municiple Act and some for special town projects or ventures. All are time consuming but some more than others. Fewer councillors mean more committee work which makes running for council less desirable. A six member council offers more voices, more opportunity for diversity possibilities for collaboration.

We need to attract diverse, engaged, passionate, and wise people to our town council. The pressures are great to keep within the budget in a time when infrastructure and climate change needs are great and real. The low compensation is a deterrent for attracting such minded people to council, as well. With today's lack of respect for politicians, opinion, social media, biased media and lack of citizen engagement, it is going to be more challenging in future election cycles, to find people willing to serve our communities in this capacity.

I thank you for reading this submission and I hope you may consider continuing with at large councillors and the Mayor and six councillors format.

Respectfully,

Suzanne Lohnes-Croft,

Hon. Suzanne Lohnes-Croft, ECNS

(she/her)

P.O. BOX 630,

Mahone Bay, NS

B012E0

We are all Treaty People

"Spread love everywhere you go: first of all in your own home. Give love to your children, to your wife or husband, to a next door neighbor... let no one ever come to you without leaving better and happier. Be the living expression of God's kindness; kindness in your face, kindness in your smile, kindness in your eyes." Mother Teresa.

Tota	al number of electors: al number of councillors: trage number of electors per councillor:
	ed at)
Cou	inty of
this	day of),) Mayor/Warden
))
) Clerk
FO	RM D Nova Scotia Utility and Review Board
In t	he matter of: an application pursuant to Section 368 or 369 of the Municipal Government Act for use by towns which do not have polling districts or ward
The	Council of the Town of makes application to the Nova Scotia Utility and Review Board to
	 confirm the number of councillors alter the number of councillors
1.	There are at present councillors in the town.
2.	The geographic size of the town is
3.	The latest population statistics for the town are
4.	The number of electors from the last municipal election which was held on are [is]month/day/year
5.	The number of councillors elected should be confirmed for the following reasons:
	OR
5.	a) The following changes to the number of councillors to be elected are proposed:
Dat	b) The reasons for these proposed changes are as follows:
Cou	ed at) inty of)day of)
))
	Clerk
FO	RM E
	Nova Scotia Utility and Review Board
In t	he matter of: an application pursuant to Section 358 of the Municipal Government Act
	 the Minister Municipality([ie]s) or Town(s) of the greater of ten percent or one hundred of the electors in the area proposed to be amalgamated or annexed
mal	tes application for:
	□ amalgamation
Λn	annexation application for a preliminary order shall include:
	The boundaries and the geographic size (including maps if available) of the area proposed to be amalgamated or annexed sufficient to identify the area is
7.*	An estimate of the population of the area proposed to be amalgamated or annexed
8.*	The total assessed value of taxable property and occupancy assessments in the area proposed to be amalgamated or annexed is
9.*	The proposed effective date of amalgamation or annexation is

[*Numbering as in original.]

The applicant should attach the following information to this application:

- 5. Where the area is or contains a village, the audited financial statements of the village for the fiscal year immediately preceding the year in which the application is made;
- 6. A brief statement of the reasons for the application; and
- 7. Such other matters as the applicant considers relevant to this application.

Dated at			
County of			
this day of)		
20,)	Mayor/Warden	
)		
)		
)		
)	Clerk	
		* Agent	

^{*}Authorized agent or representative of the applicant electors

^{**} The applicant shall serve a copy of the application for a preliminary order on the clerk of any municipality that would be affected by the annexation or amalgamation if granted, on the Minister and on such others as the Board directs.



A meeting of the Policy & Strategy Committee for the Town of Mahone Bay was held on Monday, September 26, 2022 at 7:03 p.m. via video conferencing.

Present:

Mayor David Devenne
Councillor Penny Carver
Councillor Joseph Feeney
Councillor Richard Nowe
Councillor Kelly Wilson
CAO, Dylan Heide
Town Clerk & Deputy CAO, Maureen Hughes

Regrets: Deputy Mayor Francis Kangata

Gallery:

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. Approval of Agenda

A motion by Councillor Feeney, seconded by Councillor Carver, "THAT the agenda be approved as presented."

Motion carried.

2. Minutes

A motion by Councillor Carver, seconded by Councillor Nowe, "THAT the minutes of the June 27, 2022 meeting be approved as presented." Motion carried.

3. Council Policy

Council reviewed the Town of Mahone Bay Council Policy and discussed possible edits. This policy will return to the agenda for the next meeting of the Policy and Strategy Committee to continue the discussion of amending the policy.

4. Next meeting

4.1 Items referred to Committee

Items referred to this committee include Placement of further kindness meters (as per Council motion July 12, 2022) and the development of a Reserve Policy (as per Council motion July 14, 2022). Both of those agenda items, as well as the Surveillance Policy have been added to the ongoing list of future agenda items to be assigned to a future agenda.

4.2 Agenda for October 31, 2022

A motion by Councillor Nowe, seconded by Councillor Feeney, "THAT the committee recommend that Council set the agenda for the October 24, 2022 meeting of the Policy and Strategy Committee to include the Council Policy and the Committee Policy."

Motion carried.

4.3 Date and Time

The next meeting of the Policy and Strategy Committee will be on OCTOBER 24, 2022 at 7:00pm.

With no further agenda items the meeting adjourned at 9:10 p.m.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Mayor David Devenne

Clerk, Maureen Hughes



PO Box 530, 493 Main Street Mahone Bay NS, BOJ 2E0 Phone 902-624-8327 | Fax 902-624-8069 townofmahonebay.ca

Paul Wills, CPA, CMA, Chief Executive Officer/Treasurer, Nova Scotia Municipal Finance Corporation, Suite 8317, Maritime Centre 1505 Barrington Street, P.O. Box 850, Station "M", Halifax, N.S. B3J 2V2

Re: 2022 Fall Debenture Funding

Please accept this letter as a firm commitment by the **Council** of the **Town of Mahone Bay** to participate in the NSMFC Fall 2022 Debenture Issue.

We request long-term funding for the following completed municipal capital project(s) for the following amount(s) and term(s):

Purpose:	Loan Amount	Loan Term	Loan Amort *	TBR#	Project Completion Date	Federal and/or Provincial Funding?
					dd/mm/yyyy	
Fire Station	\$3,818,207	15	30	08-2022- 0045	08/04/2022	[] Yes [X] No
Fire Hall	\$536,939	Years 15 Years	Years 15 Years		08/04/2022	[] Yes [X] No
Total		1 4415	1 4410			

Debenture

\$4,355,146

Requirement

Also, please find enclosed the "Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate" which has been duly passed by Council.

Respectfully yours,

Ashley Yeadon-Wentzell

^{*}Loan Amortization is "not the useful life" of the asset.

CR	08-2022-0045



Certificate

TEMPORARY BORROWING RESOLUTION

Town o	f Mahone Bay	
This is to certify that, pursuant to Section 88 of the A convened meeting of the Council of the	Town of Mahone Bay borrow a sum or sums not exceeding	a duly on)
for purposes of capital borrowing related to <u>Fire Sta</u> out within the resolution, and for a period not to exc is hereby approved.		
DATED this 28 day of September, 2022.	Honourable John Lohr	~
	Minister of Municipal Affairs and Housing	

THIS AGREEMENT ENTERED INTO AS OF THE

6th DAY OF OCTOBER 2022.

BETWEEN:

NOVA SCOTIA MUNICIPAL FINANCE CORPORATION,

a body corporate with Head Office at Halifax, in the County of Halifax, Province of Nova

Scotia (the "Corporation")

OF THE FIRST PART

- and -

OF THE SECOND PART

TOWN OF MAHONE BAY In the County of Lunenburg Province of Nova Scotia ("the Town")

WITNESSETH that in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

- 1. (a) The Town shall sell to the Corporation one fully registered Debenture in substantially the form attached hereto, in the total principal amount of \$4,355,146.00 in lawful money of Canada, (the "Debenture") and the Corporation shall purchase the Debenture and shall pay therefor a total purchase price of \$4,321,159.00 (the "Purchase Price"):
- (b) The Debenture shall be delivered by the Town to the Corporation and the Purchase Price shall be paid by the Corporation to the Town on the 25^{th} day of October 2022 and
- 2. The interest and principal payments shall be made in accordance with a Pre-Authorized Payment Plan authorized by the Town for the benefit of the Corporation.
- 3. The Town represents, warrants and covenants as follows:
 - (a) That a Debenture Register will be kept at the Town Office.
- (b) That it will forward to the Corporation, at its expense, in each year during which any principal amount of the Debenture remains outstanding, its audited financial statements; and
- (c) That this agreement is entered into pursuant to a resolution duly passed by the Town and approved by the Minister of Municipal Affairs and Housing.
- 4. This agreement shall extend and enure to the benefit of and shall be binding upon the Parties hereto, their successors and assigns.

IN WITNESS WHEREOF these presents have been executed on behalf of the Corporation and on behalf of the Town as follows:

NOVA SCOTIA MUNICIPAL FINANCE CORPORATION

CHIEF EXECUTIVE OFFICER

ASSISTANT TREASURER

TOWN OF MAHONE BAY

5

LERK

\$4,355,146.00

Fully Registered as to Principal and Interest Transferable

42-A-1

TOWN OF MAHONE BAY

Issued under the Authority of Chapter 18 of the Statutes of Nova Scotia, 1998, the Municipal Government Act and of a resolution passed at a meeting of the Council of the Town of Mahone Bay on the 28th day of July 2022.

TOWN OF MAHONE BAY

FOR VALUE RECEIVED PROMISES TO PAY TO THE REGISTERED HOLDER HEREOF THE PRINCIPAL SUM OF

--FOUR MILLION THREE HUNDRED FIFTY-FIVE THOUSAND ONE HUNDRED FOURTY-SIX --DOLLARS

IN LAWFUL MONEY OF CANADA AT ANY BRANCH OF the Bank of Montreal in Nova Scotia, and at the principal branch of the said bank in Saint John, New Brunswick; Charlottetown, Prince Edward Island; Montreal, Quebec; or Toronto, Ontario, (the "Branches"), at the option of the registered holder, in annual installments on the 25th day of October in each of the years as shown below, and to pay interest in like money on the outstanding principal amount half-yearly on the 25th day of October and the 25th day of April at the rates listed below, the first of such interest payments to be made on the 25th day of April 2023.

October 25, 2023	\$ 1	63,070	4.1770%
October 25, 2024	\$ 1	63,070	4.0420%
October 25, 2025	\$ 1	63,070	3.9890%
October 25, 2026	\$ 1	63,070	3.8970%
October 25, 2027	\$ 1	.63,070	3.8470%
October 25, 2028	\$ 1	.63,070	3.9180%
October 25, 2029	\$ 1	.63,070	3.9650%
October 25, 2030	\$ 1	63,070	3.9980%
October 25, 2031	\$ 1	.63,070	4.0610%
October 25, 2032	\$ 1	63,070	4.1160%
October 25, 2033	\$ 1	63,070	4.2520%
October 25, 2034	\$ 1	.63,070	4.3670%
October 25, 2035	\$ 1	.63,070	4.4670%
October 25, 2036	\$ 1	63,070	4.5220%
October 25, 2037	\$2,0	072,166	4.5670%

THIS DEBENTURE is not subject to redemption prior to maturity.

THIS DEBENTURE is transferable upon presentation at the office of the issuer hereof upon presentation for such purpose by the registered holder or his executors or administrators or other legal representatives, or his or their duly authorized attorney.

ISSUED AT THE TOWN OF MAHONE BAY, IN THE COUNTY OF LUNENBURG.

THIS 25th day of October 2022.

MAYOR

Town of Mahone Bay Debenture 42-A-1

Page 2

DATE OF REGISTRATION	NAME OF REGISTERED HOLDER	REGISTRAR (Municipal Clerk)
October 25, 2022	Nova Scotia Municipal Finance Corporation (mely
		780

THIS DEBENTURE is valid and binding according to its terms and its validity is not open to question in any Court in the Province of Nova Scotia, and this certificate is given pursuant to Section 96 of the Municipal Government Act.

Dated at the Halifax Regional Municipality this

day of October 2022.

Deputy Minister
Department of Municipal Affairs and Housing

PRE-AUTHORIZED PAYMENT PLAN AUTHORIZATION

TO:

Bank of Montreal

(the name of bank where account is maintained)

You are hereby requested and authorized to pay and debit to the account of the undersigned mentioned below, whether it continues to be maintained at the branch named below or is from time to time transferred to another branch or office of the **Bank of Montreal**.

- (a) all cheques or orders purporting to be drawn on you on behalf of the undersigned, or of any of the undersigned if more than one, and purporting to have been credited to NOVA SCOTIA MUNICIPAL FINANCE CORPORATION and presented to you for payment, and
- (b) all amounts specified in a debit slip or other media that, in either case, is or purports to be a direction to you to credit an amount to the said Payee and to debit such amount to the said account.

"Other media" as used in this letter means the date on a magnetic or computer produced paper tape that is written in accordance with regulations prescribed from time to time by The Canadian Bankers' Association.

This authorization may be revoked on ten days' written notice to the branch of the Bank of Montreal (bank) at which the said account is for the time being maintained. In consideration of your acting as aforesaid, it is agreed that your rights with respect to the payment, debit and credit of the amount stated on the cheque or order or the amount specified in the debit slip or other media shall be the same as if such cheque, order or debit slip or other media were a written direction signed by the undersigned, or by each of the undersigned if more than one, personally authorizing and requesting you to pay and credit such amount to the said Payee and to debit such amount to the said account, and that failure whether with or without cause and whether intentional or inadvertent to pay any such cheque or to credit or debit the amount in any such debit slip or in any such other media shall give rise to no liability on your part even if such failure results in a default in the fulfilment of any obligations of the undersigned or a forfeiture of insurance or loss or damage of any kind.

Any delivery of this authorization to you will constitute delivery by the undersigned.

BANK ACCOUNT standing in the name of TOWN OF MAHONE BAY

at Bank of Montreal now maintained at 562 Main Street, Mahone Bay, N.S, under Account No. 0001-01473-1017663

Date OC+ 6 22

Name: TOWN OF MAHO

Authorized sign (tu e(s) as shown in the records

Of the Bank of Montreal for the account

mentioned above

Attach cancelled cheque or copy of cheque which clearly shows the MICR coding of the bank account to be charged NOVA SCOTIA MUNICIPAL FINANCE CORPORATION P.O. Box 850, Station "M" Halifax, Nova Scotia B3J 2V2

Please transfer the proceeds of Debenture 42-A-1 dated October 25, 2022, in the amount of \$4,321,159.00 to:

Bank of Montreal BANK

562 Main Street, Mahone Bay, N.S. BRANCH

0001-01473-1017663 ACCOUNT NUMBER

For credit of: TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

CLERK