



TOWN COUNCIL AGENDA

November 24, 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 November 8, 2022 - Regular Meeting

2.2 November 18, 2022 – Special Meeting

3 Presentations

3.1 Dean Waterfield – Mahone Bay Community Land Cooperative

4 Correspondence – Action Items

4.1 Rev. Patti Brace, St James Parish Council – Crosswalk Request

4.2 Karen Pinsent, Season of Father Christmas – Rental of Portable Toilet Units for Civic Marina

5 Correspondence – Information Items

5.1 NSFM – Monday Memo – November 7, 2022

5.2 NSFM – Monday Memo – November 14, 2022

5.3 Nick Barr, DMAH – New Fund for the Recruitment and Retention of Healthcare Professionals

5.4 Anna Moran, Tourism Nova Scotia – Updates to Tourist Accommodations Registration Requirements

6 Staff Reports

6.1 Staff Report to Council

6.2 DRAFT 2023 Meeting Calendar

6.3 Staff Memo – Plaquing Ceremony

7 Council Items

7.1 Mayor DeVenne – Ministerial Appointment to Police Advisory Board

8 Committee Reports

8.1 Climate and Environment Committee – November 2, 2022 – Draft Minutes

9 New Business

10 Closed Session

10.1 MGA 22(2)(g) - legal advice eligible for solicitor-client privilege.

A decorative graphic at the bottom of the page consists of three overlapping diamonds. The leftmost diamond is light green, the middle one is light blue, and the rightmost one is light orange.

The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, November 8, 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: 0

Gallery: Online & 2 in-person gallery

Land Acknowledgement

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

1. Agenda

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT the agenda be approved as amended to include item #10.3 personnel matters under MGA 22(2)(c).

Motion carried.

2. Minutes

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT the minutes of the October 21, 2022 special meeting of Council be approved as presented."

Motion carried.

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT the minutes of the October 27, 2022 regular meeting of Council be approved as presented."

Motion carried.

3. Presentations

No presentations (presentation cancelled)

4. Correspondence – Action

No correspondence action items.

5. Correspondence – Information Items

5.1 NSFM – Monday Memo – October 24, 2022

5.2 Heather Hughes, Department of Agriculture – Proposed changes to Agricultural Weed Control Act.

5.3 Christopher McCreery, Protocol & Honours Secretariat – Queen's Platinum Jubilee Medal Program: Invitation to submit nominations.

5.4 Norman and Doreen Mossman – Proposed Solar Garden Access Corridor.

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT Council ask the CAO to put forward the names of the two longest-serving current employees to the Protocol & Honours Secretariat for nomination for the Queen's Platinum Jubilee Medal." Motion carried.

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT Council receive and file correspondence items #5.1, 5.2, to 5.4." Motion carried.

6. Staff Reports

6.1 Council Report

Council received the Staff Report to Council for November 8, 2022.

A motion by Councillor Feeney, seconded by Councillor Carver, "THAT Council accept the report for information." Motion carried.

6.2 Fire Official Appointment

Council received a staff memo requesting that Council appoint as Fire Inspector a newly hired member of the Municipality of the District of Chester building team.

A motion by Councillor Nowe, seconded by Deputy Mayor Kangata, "THAT Brendan Mosher be appointed as a Fire Inspector, effective November 14, 2022 and until such time as that appointment is revoked." Motion carried.

6.3 Fire Station Signage

Council received a staff report with a recommendation concerning signage for the new fire station on Hawthorn Road.

A motion Councillor Carver, seconded by Councillor Nowe, "THAT Council approve the requested signage for the new fire station." Motion carried.

6.4 Snow and Ice Control Policy

Council received a memo outlining updates which have been made to the draft Snow and Ice Control Policy which was received at the October 27, 2022 meeting of Council, to accompany the amended Policy.

A motion by Councillor Wilson, seconded by Deputy Mayor Nauss, "THAT Council adopt the amended Snow and Ice Control Policy as amended." Motion carried.

6.5 Fire Services By-law

Council received a staff report with an update on the progress of the development of a Fire Services By-law and present a draft by-law for consideration.

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT Council direct staff to coordinate with the Fire Chief to present the draft by-law to the Fire Department to obtain specific stakeholder feedback to be presented to Council." Motion carried.

6.6 Committee Policy Amendment

Council received a memo from staff outlining updates that had been made to the Committee Policy following the discussion of the Policy at the October 24, 2022 meeting of the Policy and Strategy Committee and the October 27, 2022 meeting of the Policy and Strategy Committee.

A motion by Councillor Wilson, seconded by Councillor Carver, "THAT Council approve the amended Committee Policy as amended." Motion carried.

6.7 AREA Monthly Solar Update

Council received the monthly AREA update regarding the progress of the Community Solar Garden Project.

6.8 Special Election 2022 Update

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

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT Council appoint Maureen Hughes as the Assistant Returning Officer for the 2022 Town of Mahone Bay Special Election." Motion carried.

7. Council Items

7.1 Mayor Devenne

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT Council appoint Councillor Carver and Councillor Wilson to the Nominating Committee until the end of the Council term." Motion carried.

8. Committee Reports

8.1 Police Advisory Board

Council received the draft minutes of the October 27, 2022 meeting of the Police Advisory Board.

A motion by Councillor Feeney, seconded by Councillor Wilson, "THAT Council direct staff to consider the recommendation of the Police Advisory Board respecting the right turn onto Main Street from Edgewater Street in the preparation of the anticipated future report with that staff has already been asked to prepare." Motion carried.

A motion by Councillor Wilson, seconded by Councillor Feeney, "THAT Council accept the RCMP quarterly report as submitted." Motion carried.

9. New Business

No new business.

10. Closed Session

A motion by Councillor Feeney, at 8:20 pm, seconded by Councillor Wilson, to go into Closed Session to discuss acquisition, sale, lease and security of municipal properties; contract negotiations; and personnel matters as permitted by the Municipal Government Act section 22(2) sections (a), (e), and (c) respectively. Motion carried.

Council returned to Open Session at 9:44 pm.

Business Arising from Closed Session

A motion by Wilson, seconded by Councillor Nowe, "THAT Council direct the CAO to engage the Town Solicitor to file the necessary paperwork to establish the required easements for properties PID #727B-6B96 and PID #60371416." Motion carried.

A motion by Councillor Wilson, seconded by Councillor Feeney, "THAT Council authorize staff to finalize arrangements to establish the required easements with the owners of PID #60371523 and PID#60371523." Motion carried.

A motion by Councillor Wilson, seconded by Councillor Carver, "THAT Council instruct Instruct the CAO to increase the salary of the Deputy Clerk and Records Administrator to the top of the applicable salary range and to develop a ~~system of~~ salary protocol that allows more flexibility, for presentation to Council ahead of the 2023/24 budget." Motion carried.

Council adjourned upon motion at 9:50 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Town Clerk, Maureen Hughes

A Special Meeting of Town Council for the Town of Mahone Bay was held on Friday, November 18, 2022 at 9:00 a.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
Acting CAO, M. Hughes
Deputy Clerk, K. Redden

Absent: CAO, Dylan Heide (regrets)

Gallery: Online

Land Acknowledgement

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1. Agenda

A motion by Councillor Carver, seconded by Councillor Nowe, "THAT the agenda be approved as amended to add agenda item 3.1 a discussion in closed session regarding advice eligible for solicitor-client privilege. Motion carried.

2. Review of Electric Utility Rules and Regulations

Ashley Yeadon-Wentzell, Manager of Finance, updated Council on the proposed changes to the Town's electric utility rules and regulations.

A motion by Deputy Mayor Kangata, seconded by Councillor Feeney, "THAT council direct staff to amend the Electric Utility Rules and Regulation to include pole attachment charges of \$22 per year and submit the rules and regulations to the Nova Scotia Utility and Review Board." Motion carried.

A motion by Councillor Feeney, at 9:44am, seconded by Councillor Wilson, to go in Closed Session to discuss legal advice eligible for solicitor-client privilege as permitted under MGA 22(2)(g).

Council returned to open session at 10:45 am.

Council adjourned upon motion at 10:45 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Deputy Clerk, Kelly Redden

Maureen Hughes

Subject: FW: a crosswalk idea/request

From: Patti Brace <rector.mahonebay@gmail.com>
Sent: November 2, 2022 7:42 PM
To: Dylan Heide <Dylan.Heide@TownofMahoneBay.ca>
Subject: a crosswalk idea/request

CAUTION: This email originated from an external sender.

Dear Dylan,

I'm writing on behalf of the parish council of St. James's to make a suggestion and a request for the next time the crosswalk near the church comes up for re-painting. We are delighted by the justice rainbow crosswalk by St. John's and are wondering if we could add a Truth and Reconciliation crosswalk. All three churches have Every Child Matters signs out front and we would like to add the crosswalk as an even more visible sign of the importance of this work in our local and national life. Here's a link to an article on one of the designs, which I like because it points to issues broader than residential schools, as huge as that is: <https://www.cbc.ca/news/indigenous/orange-crosswalk-residential-schools-1.6599257>.

blessings,

Patti+

The Rev'd Dr. Patti Brace
Regional Dean, South Shore,
Rector, Parish of Mahone Bay,
14 Parish St.
PO Box 25
Mahone Bay NS B0J 2E0

902-624-9021 (rectory)
902-624-8614 (office)

she/her

Indigenous

Orange crosswalks commemorate children who attended residential schools

'In the grand scheme of things, it's a small gesture but every gesture counts'

[Ka'nhehsí:io Deer](#) · CBC News ·

Posted: Sep 28, 2022 4:24 PM ET | Last Updated: September 28





Wyler Diome-Montour recently graduated from the Parsons School of Design in New York City. (Ka'nhehsí:io Deer/CBC)

To commemorate the National Day for Truth and Reconciliation last year, Kanien'kehá:ka (Mohawk) artist Wyler Diome-Montour designed T-shirts for his community.

This year, he had the idea to do something that would be even more visible to honour residential school survivors and children who never returned home: design bright orange crosswalks.

"In the grand scheme of things, it's a small gesture but every gesture counts," said Diome-Montour, who is from Kahnawake, south of Montreal.

Diome-Montour graduated recently from the Parsons School of Design in New York City and approached his father, who works at the Mohawk Council of Kahnawake, about the idea. The organization jumped on board.

Just under a dozen crosswalks throughout Kahnawake, most surrounding local elementary schools, were repainted bright orange with stencils of white eagle feathers on Wednesday.



Workers stencil eagle feathers onto a freshly painted crosswalk outside of Kateri School in Kahnawake, south of Montreal on Wednesday. (Ka'nhehsí:io Deer/CBC)

"The eagle feather is a symbol of strength and of healing and protection," said Diome-Montour.

"When we're talking about protecting children, protecting the legacy of children, and caring for those that have experienced this trauma ... it just felt right just to make a design like that."

Similar crosswalk have also appeared this week in downtown Kitchener, Ont., and Fredericton.

- **PHOTOS** [Hundreds turn out for unveiling of Every Child Matters crosswalk in Victoria Park](#)

The fresh paint outside Leo Hayes High School in Fredericton is about raising awareness and creating allies, said guidance counsellor Juliana Paul, who is Wolastoqey from Sitansisk (St. Mary's First Nation).

"Inclusion and representation are super important especially as we remember and mourn during this week," she said.

"In order to move forward, we have to reflect on our past and it's important that we have these symbolic representations so that we can learn to move forward in a good way."



The new crosswalk in front of Leo Hayes High School in Fredericton. (Edwin Hunter/CBC)

In Kahnawake, two of the schools where the new crosswalks are painted were once Indian day schools. Like the residential school system, Indian day schools also aimed to assimilate Indigenous children while eradicating Indigenous languages and cultures, and often had religious affiliations.

Today, the community operates the schools.

"You have to be creative when it comes to creating awareness because there are flags and shirts, but crosswalks — you're talking about the safety of children who are crossing the street to go to school," said Joe Delaronde, press attaché at the Mohawk Council of Kahnawake.

"The symbolism is incredible."

With files from Oscar Baker III

[CBC's Journalistic Standards and Practices](#) | [About CBC News](#)

November 16, 2022

Maureen Hughes
Town Clerk and Deputy CAO
Town of Mahone Bay
493 Main Street
Mahone Bay, NS B0J 2E0



SUBJECT: Rental of Portable Toilet Units for Civic Marina

Hello, Mo:

The Season of Father Christmas draws visitors to town in the shoulder fall / winter season.

Activities such as the Wish List program, encourage travel through the town.

The Reindeer Fun Run begins and ends at the Civic Marina.

With the public toilet closed for the season at the Marina, portable units, including wheelchair accessible, will be required.

Attached is a quotation from Royal Flush Services for rental, delivery and service in the amount of \$380.00 plus HST.

The Father Christmas Committee requests that the Town of Mahone Bay cover the cost of providing public washroom facilities to our visitors.

It is also requested that with the anticipated participation for the Reindeer Fun Run on December 3, that the washrooms at the Marina are opened for that day and evening.

Thank you for your consideration,

Karen Pinsent
for The Season of Father Christmas committee

On Nov 15, 2022, at 12:21 PM, Phyllis Druhan <pdruhan@regroupns.ca> wrote:

Hi Karen,

Thank you for your patience today - it's a hectic Tuesday.

Proposal for 2022

To supply: (1) event portable toilet with wall mounted hand sanitizer
(1) wheelchair accessible portable toilet with wall mounted hand sanitizer

To service: Delivery Friday November 25th
Service Tuesday November 29th
Service Tuesday December 6th
Removal Tuesday December 12th

Price for the above supply and services.....\$ 380.00 + HST

Karen, would it be possible to bring the (2) portables down earlier in the week ? To save \$40.00 on cost + HST

....we are in the Bridgewater area on Tuesday's and it would be great to deliver on that day Nov 22nd.

They can be secured by chain to ?? (fence, tree, etc.) and doors locked until you open on 25th.

In fact - you could lock them daily if you wanted to (just let me know if you would like lockable units)

Let me know your thoughts on the above proposal.

Cheers!

Phyllis

Royal Flush Services - a division of RE group

(902) 477-6400 Office

1-844-902-6400 Toll free

phyllis@royalflushns.ca

Mailing: 69 Colonel Joseph Scott Drive, Lower Sackville B4C 4B1

Kelly Redden

From: NSFM Communications <communications@nsfm.ca>
Sent: Monday, November 7, 2022 4:36 PM
To: Town of Mahone Bay Clerk
Subject: NSFM's Monday Memo: November 7, 2022

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from an external sender.

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Monday Memo



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

Proposed Changes to the *Agricultural Weed Control Act*

From the Department of Agriculture

The Act protects agricultural land from the introduction and spread of noxious weeds. Noxious weeds can have a significant impact to farmland and in some instances can lead to animal injury and mortality. These weeds can reduce local crop production affecting accessibility and affordability for Nova Scotia consumers and processors. In consultation with the Weed Control Advisory Committee, which consists of members from the Department, Agriculture and Agri-Food Canada, Nova Scotia Federation of Agriculture, Perennia, and Dalhousie Faculty of Agriculture, the Department is proposing to completely replace the Act to modernize its approach.

The proposed changes include:

- Streamlining to one list of noxious weeds, which would be removed from the *Weed Control Regulations* and placed on the Department's website. This will make accessing the list more user friendly and allow the Department to update the list in a timely manner.
- Clarifying that the responsibility for the control and cost of destruction of noxious weeds are the responsibility of the person responsible for the land. This is the current practice, but not accurately reflected in the Act. The Department will continue to provide education and support in the control of noxious weeds through identification and recommended control methods.
- Providing the Nova Scotia Federation of Agriculture with the ability to recommend to the Minister any plant for designation as a noxious weed on behalf of a municipality or producer.
- Authorizing inspectors to investigate and provide enforcement regarding noxious weed issues that may impact agriculture. The Department will use enforcement as a last resort to protect the Nova Scotia agricultural industry, continuing to focus on education and support through identification and recommended control methods.

The proposed changes will allow the Department to better respond to potential risks of noxious weeds, while allowing the flexibility to address the use of weeds for future economic purposes.

If you have any concerns or comments related to these changes, please submit them to [Karen Nelson, Senior Policy Analyst, Department of Agriculture](#) or by mail at 60 Research Drive, Suite A, Bible Hill, Nova Scotia, B6L 2R2 by November 25, 2022.

Should you prefer to discuss this Act in person, please feel free to contact Karen to arrange a meeting.

[Joint letter from DMAH and EECD
re: payment of fire/sewer/wastewater from RCEs](#)

[ECC Release "What We Heard" report for
Batteries, Lighting and Additional Electronics
\(BLAE\) Extended Producer Responsibility \(EPR\)
Consultation](#)

International Day for The Elimination of Violence Against Women: November 25

During the 16 Days of Activism, 25 November–10 December, take part in the Zonta Says NO to Violence Against Women campaign and take local, national and international actions to influence the making and implementation of laws, as well as changing gender-based attitudes and behaviors to end violence against women and girls.

[View the full toolkit here.](#)

[Nova Scotia Housing Needs Assessment Public Survey Now Live!](#)

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

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

NSFM Adds People First HR Services

The NSFM Board of Directors is pleased to share a new resource with the membership. People First HR Services works with municipal associations across the country to provide flexible, affordable, on-call HR advice to small and medium sized municipalities.

NSFM members will receive a special rate of \$60/month (\$720 annually).

[Contact Todd Nadeau for more information.](#)



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

A Mid-Term Check-In with some of Nova Scotia's First Time Councillors

Join IPAC-NS on Wednesday, November 9, 2022, for a fireside chat with some of Nova Scotia's newest Councillors - Councillor Williams McCormick (Town of Digby), Warden Amanda Mombourquette (Richmond County), Councillor Walter Tingley (East Hants) and Councillor Paula Huntley (Kentville).

With moderator Jeff Bishop, Executive Director for the Association of Municipal Administrators

Understanding Your Employee Assistance Program (EAP)

Free Webinar Opportunity

Date: Thursday, December 1, 2022

Time: 10:00 a.m. - 11:00 a.m.

Audience: New and current NSFM Benefit Plan members who are looking to

learn more about their employee assistance program.

Location: Zoom Webinar. Once you register for the webinar, you will receive a calendar invite with the Zoom link.

The Municipal Wellness program is committed to creating healthy workplace environments with engaged employees and elected officials. We do this by offering resources to support your continued health and well-being.

Do you know what your EAP benefits plan provides or how to view your programs and services? Kerri Farrell, the Customer Success Manager in Eastern Canada with LifeWorks, will provide an overview of EAP services and a live demo of the new website and app.

[Register Here](#)

Canoe Group Procurement Program Information Session

This session is a joint initiative with NSFM

Date: Wednesday, November 16, 2022

Time: 1:30 p.m. – 2:30 p.m.

Location: Zoom Webinar. Once you register for the webinar, you will receive a calendar invite with the Zoom link.

Presenter: Jesse Patenaude, Canoe Group Procurement

Join us to learn more about the Canoe Group Procurement program – available to Nova Scotian municipalities. Canoe is a not-for-profit buying group focused on the municipal sector. Because of their municipal roots (they were formed from the collaboration of municipal associations across Canada, including NSFM), they have grown their municipal-focused offerings to over 200

suppliers in more than 60 categories, the majority of which are used by municipalities every day. Have questions? Jesse Patenaude will be on hand to provide more information about Canoe Group Procurement, including some success stories from across Nova Scotia.

[Register here](#)

Accessibility Advisory Committee's Annual Town Hall

Envisioning an accessible, inclusive Halifax Regional Municipality, together.

- **Date:** November 17, 2022
- **Time:** 6:30pm - 8:30pm
- **Location:** Paul O'Regan Hall in the Halifax Central Library & livestreamed to the Halifax YouTube channel

For more information on how to attend virtually or in-person, you can visit the **Halifax AAC Town Hall webpage**, [Facebook Event](#), or contact the Office of the Municipal Clerk by phone at **902.490.4210**.

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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This email was sent to clerk@townofmahonebay.ca

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Nova Scotia Federation of Municipalities · Suite 1304, 1809 Barrington Street · Halifax, NS, NS B3J 3K8 · Canada



Kelly Redden

From: NSFM Communications <communications@nsfm.ca>
Sent: Monday, November 14, 2022 4:48 PM
To: Town of Mahone Bay Clerk
Subject: NSFM's Monday Memo: November 14, 2022

Follow Up Flag: Follow up
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Monday Memo



NOVA SCOTIA FEDERATION
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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.](#)

Proposed Changes to the *Agricultural Weed Control Act*

From the Department of Agriculture

The Act protects agricultural land from the introduction and spread of noxious weeds. Noxious weeds can have a significant impact to farmland and in some instances can lead to animal injury and mortality. These weeds can reduce local crop production affecting accessibility and affordability for Nova Scotia consumers and processors. In consultation with the Weed Control Advisory

Committee, which consists of members from the Department, Agriculture and Agri-Food Canada, Nova Scotia Federation of Agriculture, Perennia, and Dalhousie Faculty of Agriculture, the Department is proposing to completely replace the Act to modernize its approach.

The proposed changes include:

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- Clarifying that the responsibility for the control and cost of destruction of noxious weeds are the responsibility of the person responsible for the land. This is the current practice, but not accurately reflected in the Act. The Department will continue to provide education and support in the control of noxious weeds through identification and recommended control methods.
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November 25, 2022.

Should you prefer to discuss this Act in person, please feel free to contact Karen to arrange a meeting.

[Joint letter from DMAH and EECD
re: payment of fire/sewer/wastewater from RCEs](#)

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[View the full toolkit here.](#)

Government of Nova Scotia Developing Goods and Services Accessibility Standard

Recruitment for a Standard Development Committee has begun and applications will be accepted until December 4th, 2022. [Recruitment material, including the application form, can be found here.](#)

A Mid-Term Check-in with some of Nova Scotia's First Time Councilors

Join IPAC NS and some first-time councillors from across Nova Scotia for a video recap about the experience of being a newly elected municipal official.

- Warden Amanda Mombourquette, Richmond County
- Councillor William McCormick, Digby
- Councillor Paula Huntley, Kentville
- Councillor Walter Tingley, East Hants
- Moderator: Jeff Bishop, Executive Director, Association of Municipal Administrators - Nova Scotia

NSFM Adds People First HR Services

The NSFM Board of Directors is pleased to share a new resource with the membership. People First HR Services works with municipal associations across the country to provide flexible, affordable, on-call HR advice to small and medium sized municipalities.

NSFM members will receive a special rate of \$60/month (\$720 annually).

[Contact Todd Nadeau for more information.](#)



canoe

[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](#)

In The News

[Port Hawkesbury mayor Brenda Chisholm-Beaton takes over as Nova Scotia Federation of Municipalities board president](#)

Upcoming Events

Canoe Group Procurement Program Information Session

This session is a joint initiative with NSFM

Date: Wednesday, November 16, 2022

Time: 1:30 p.m. – 2:30 p.m.

Location: Zoom Webinar. Once you register for the webinar, you will receive a calendar invite with the Zoom link.

Presenter: Jesse Patenaude, Canoe Group Procurement

Join us to learn more about the Canoe Group Procurement program – available to Nova Scotian municipalities. Canoe is a not-for-profit buying group focused on the municipal sector. Because of their municipal roots (they were formed from the collaboration of municipal associations across Canada, including NSFM), they have grown their municipal-focused offerings to over 200 suppliers in more than 60 categories, the majority of which are used by municipalities every day. Have questions? Jesse Patenaude will be on hand to provide more information about Canoe Group Procurement, including some success stories from across Nova Scotia.

[Register here](#)

Accessibility Advisory Committee's Annual Town Hall

Envisioning an accessible, inclusive Halifax Regional Municipality, together.

- **Date:** November 17, 2022
- **Time:** 6:30pm - 8:30pm
- **Location:** Paul O'Regan Hall in the Halifax Central Library & livestreamed to the Halifax YouTube channel

For more information on how to attend virtually or in-person, you can visit the **Halifax AAC Town Hall webpage**, [Facebook Event](#), or contact the Office of the Municipal Clerk by phone at **902.490.4210**.



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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Maureen Hughes

From: Barr, Nick <Nick.Barr@novascotia.ca>
Sent: Monday, November 14, 2022 11:34 AM
To: AMA Maritime List Serve
Cc: Juanita Spencer; Hashish, Mina; Wagg, Amy
Subject: New Fund for the Recruitment and Retention of Healthcare Professionals

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New Fund for the Recruitment and Retention of Healthcare Professionals

This Government is committed to ensuring all Nova Scotians have a healthcare system that is ready, responsive, and reliable. To do this, we need the right healthcare team members in place to ensure Nova Scotians get the healthcare they need.

The Office of Healthcare Professionals Recruitment (OHPR) was formed to develop innovative approaches to the task of recruiting and retaining the right mix of healthcare professionals to optimize the delivery of healthcare in Nova Scotia.

We know that some of the most successful recruitment efforts happen at the local level. We have seen this with our successful applicants for the Culture Innovations Fund's Healthy Community Stream.

This is why the Government is investing even more in communities and providing funding to increase local participation in the recruitment and retention of healthcare professionals. OHPR will work with communities across Nova Scotia to provide the support needed for the successful recruitment and retention of healthcare professionals.

The new fund has expanded criteria so even more types of projects can be funded, with higher funding limits, so communities can do even more to recruit and retain healthcare professionals.

Although, the funding for communities' healthcare recruitment and retention initiatives is moving to the Office of Healthcare Professionals Recruitment, those who have received funding through the Culture Innovation Fund's Healthy Communities Stream will continue to be supported jointly by the teams at the Department of Communities, Culture, Tourism and Heritage and the Office of Healthcare Professionals Recruitment.

Through the new **OHPR Community Fund**, Nova Scotia communities will be provided with the opportunity to access the tools that they need to enhance attraction and retention efforts. Funding is available under two different streams: **Community Identified Projects** and **Community Readiness Supports**. Groups may request funding from either or both funding streams. Funding is available up to \$100,000 per group.

Community Identified Projects funding is available for projects developed by community groups to fit their recruitment, retention, and welcoming community needs. This may also include projects that aim to reduce social and cultural barriers to recruitment and retention of healthcare providers in our Nova Scotian communities through initiatives that advance equity, diversity, and inclusion. **Community Readiness Supports** are projects focused on developing the

capacity of communities and community groups to be successful in the recruitment and retention of healthcare professionals.

All successful applicants will receive an invitation to the OHPR-hosted Community and Partner Collective conference in winter 2023 focused on recruitment and retention of healthcare providers.

The Government made the commitment to create a fund to help communities recruit healthcare professionals and that is exactly what we are doing.

Even if your organization is currently receiving funding through the Healthy Community Stream, we encourage you to consider applying for financial support through the OHPR Community Fund subject to eligibility criteria.

For all information related to the **OHPR Community Fund** including eligibility criteria, program guidelines, and funding levels - please visit <https://novascotia.ca/ohpr-community-fund>.

If you have any questions, please do not hesitate to contact us. Our e-mail address is OHPRCommunityFund@novascotia.ca.

Sincerely,

Mina Hashish
Senior Strategist
Office of Healthcare Professionals Recruitment



Nicolas A. Barr, B.Sc., J.D.
Director, Governance & Advisory Services

Maritime Centre, Floor 8 North, 1505 Barrington Street
PO Box 216, Halifax, NS B3J 2M4

☎ (902) 424-4656

✉ Nick.Barr@novascotia.ca

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Kelly Redden

Subject: FW: Updates to Tourist Accommodations Registration Requirements

From: Patterson, Kathleen <Kathleen.Patterson@novascotia.ca>

Sent: Wednesday, November 16, 2022 2:58 PM

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

Cc: Moran, Anna M <Anna.Moran@novascotia.ca>; Doubleday, Afton <Afton.Doubleday@novascotia.ca>; Morris, Lara <Lara.Morris@novascotia.ca>; Jaunita Spencer <jspencer@nsfm.ca>; Lucy MacLeod <LMacLeod@nsfm.ca>; Wesley Petite <WPetite@nsfm.ca>; dcoffey@nsfm.ca

Subject: Updates to Tourist Accommodations Registration Requirements

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Good afternoon,

Please see below for a message from the Department of Communities, Culture, Tourism and Heritage.

Thanks!

Kathleen

To: Association of Municipal Administrators Listserv

Subject: Updates to Tourist Accommodations Registration Requirements

Good afternoon,

The Province of Nova Scotia has made [amendments to the Tourist Accommodations Registration Act](#) (TARA) and [Regulations](#) that aim to improve compliance and provide municipalities with a clear picture of the short-term rental situation in their communities.

These changes will:

- remove the exemption for accommodations operating in a primary residence so that all short-term-rentals with a fixed-roof are required to register annually
- require valid registration numbers to be posted on platform operator website listings (other than platforms that list only hotel or motel accommodations)
- require operators to confirm compliance with local land-use by-laws as a condition of registration

Platform operators will be required to:

- ensure all posted listings (other than platform operators that list only hotel or motel accommodations) include a valid registration number to enable proper tracking and enforcement of provincial and municipal requirements
- share information collected under Section 4 of TARA (e.g., host information, number and price of nightly room rentals etc.) if requested by the Province

These changes will come into effect on April 1, 2023 to provide time for operators and platforms to come into compliance. [See the news release](#) for full details.

Municipalities may wish to use the Tourist Accommodations Registry data to inform planning and land-use by-laws and to support compliance with zoning and land-use by-laws. Municipalities within Nova Scotia may request access to the Tourist Accommodations Registry database through a data sharing agreement. Municipalities may also report to the Province when an accommodation is not in compliance with municipal land-use by-laws and therefore, is not eligible for registration.

If you have any questions about the Tourist Accommodations Registry, please contact us at TARA-TNS@novascotia.ca.

Best regards,

Anna Moran
Director, Research, Planning and Decision Support
Tourism Nova Scotia




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Report to Council November 24, 2022

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

Goal	Objective	Assigned	Target	% Completion
Council Assignments to Staff				
1	Staff amend the Respectful Workplace Policy and/or Employee Conduct Policy to reflect points raised in review of the draft Violence in the Workplace Policy specific to Town employees and recommend to Council.	8-Sep-20	Feb., 2023	<div><div></div></div> 50%
Notes: To be discussed at Policy & Strategy Committee in 2022-23; report to Council anticipated thereafter.				

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.	8-Sep-20	Nov., 2022		75%	<p>Notes: In progress. Staff have consulted with accessibility coordinator and the Town's insurer (with respect to public benches on private property). Suppliers have been identified. Staff also discussed with MBTCC executive who expressed support for the program. Report to Council anticipated in November 2022.</p>
3	Staff to initiate discussion with MODL Planning staff and prepare a report for Council about the possibility of intermunicipal collaboration between the Town of Mahone Bay and MODL on the topic of housing in the preparation of their respective planning documents.	26-Nov-20	Jan., 2023		75%	<p>Notes: In progress. Discussion initiated with MODL Planning staff. Timeline coordinated with Plan Mahone Bay process.</p>
4	Direct staff to include accessible hearing solutions in the Accessibility Operational Plan, anticipated in 2021-22	25-Mar-21	Jan., 2023		75%	<p>Notes: Will be incorporated into Accessibility Operation Plan. Lunenburg County Accessibility Coordinator has started work and is working to coordinate the development of Accessibility Operational Plans for Lunenburg County municipalities. Draft Accessibility Operational Plan anticipated for Council review January 2023.</p>

5	Staff to apply to the Canada Healthy Communities initiative and the Canada Cultural Spaces Fund to sponsor Phase 3 improvements to the Michael O'Connor Memorial Bandstand.	8-Jun-21	Nov., 2022	<div><div></div><div></div><div></div></div>	75%	Notes: Canada Healthy Communities Initiative application did not receive approval. Canada Cultural Spaces Program application will be submitted by the Fall of 2022 for implementation ahead of the 2023 season (if approved).
6	Staff to initiate a Home Charger Pilot Program for electric vehicle owners under the Grow the Load Initiative.	29-Jul-21	Dec., 2022	<div><div></div><div></div><div></div></div>	75%	Notes: In Progress. Town staff coordinating with AREA staff on development of pilot program. Associated residents survey underway to inform program development. Report to Council anticipated in December.
7	Staff to produce a report on the Town's Procurement Policy.	28-Jul-21	Jan., 2023	<div><div></div><div></div><div></div></div>	25%	Notes: Assigned to Manager of Finance (Treasurer), will be presented following annual audit.
8	Staff to provide a report on the Townsuite programs which may be relevant to the Town's operations.	29-Jul-21	Dec., 2022	<div><div></div><div></div><div></div></div>	75%	Notes: In progress. Assigned to Manager of Finance (Treasurer), will be presented following annual audit.

9	That minimum standards for housing be reflected in any housing strategy that the Town may develop.	14-Sep-21	Jun., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Update report concerning Housing Strategy development appeared on Council's Oct 27th meeting agenda.
10	Approve the reimbursement to Mr. Todd Nickerson in the amount of \$51,282.19 and direct staff to undertake the necessary steps to conduct a joint tax sale with the Municipality of the District of Lunenburg.	28-Oct-21	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: In progress. Reimbursement issued. Staff working with MODL; discussion of tax sale procedures assigned to Manager of Finance.
11	Direct staff to issue an RFP for legal services.	28-Oct-21	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: Exploring opportunities for coordination with other units. Report anticipated to Council's Nov 8th meeting.
12	Staff to convene a Special Council meeting in the new year to discuss the RCMP service that the Town contracts through the Province.	9-Nov-21	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>		Notes: Returned to active list following cancellation of September 16, 2022 meeting to discuss RCMP services that the Town contracts through the Province.

13	Staff to develop draft protocols for the new community hall as an emergency shelter.	27-Jan-22	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	Notes: AEC now doing preliminary work in this regard with REMO.
14	Staff to complete negotiation and establish terms and conditions whereby the Mahone Bay Soccer Club/Mahone Bay Centre will have a contractual responsibility to provide scheduling, management, and ongoing maintenance of the field and that same be provided to Council for approval.	27-Jan-22	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: Staff have reached out to Mahone Bay Soccer Club/Mahone Bay Centre Society to begin negotiations on the draft management agreement, two initial meetings have taken place and staff are now in the process of drafting a proposed agreement on this basis, for further discussion in December.
15	Staff to proceed with the transportation project in the 2021-22 budget with the inclusion of the three-way stop at Pleasant Street and Main Street.	8-Mar-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: In progress. Improvement of crossings at Kedy's, Anglican Church, Medical Clinic, Long Hill Trail and Lutheran Church (pride crossing) completed. Design work underway for 3-way stop configuration of Pleasant/Main St.. Preparations underway for speed humps/cushions on Pleasant St. and Fauxburg Rd., per Council's direction Sept 29th; letters are going out to residents this week to advise of work beginning the second week of November.
16	Staff to initiate discussions with the Nova Scotia Liquour Commission concerning potential cyclist and pedestrian safety improvements to their property on Main Street.	8-Mar-22	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Staff in discussion with Nova Scotia Liquour Commission. Report to Council anticipated in December.

17	Staff to prepare a report on an Electric Vehicle car sharing program to be presented to the Climate and Environment Committee.	24-Mar-22	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Estimates reflected in draft 2022-23 operating budget. Report will be presented to an upcoming meeting of the Climate and Environment Committee.
18	Council revisit the vaccination policy by the end of the 2022/23 fiscal year.	28-Apr-22	Mar., 2023		Not yet begun	Notes: To be revisited in early 2022.
19	Staff to monitor the effectiveness of the Town of Lunenburg's updated Noise By-law and report back to Council in the fall.	14-Jun-22	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Staff have reviewed the by-law; report anticipated for November 2022 after the summer season and in conjunction with information on noise by-law best practices as per motion of September 13, 2022
20	Staff to coordinate with the Marina Operators to find a location to install one of the kindness meters at the Civic Marina.	12-Jul-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	Notes: In Progress.
21	Council take no action for a further eighteen (18) months from the date of this resolution regarding the discharge of MB-DA2019-001.	12-Jul-22	Feb, 2024		Not yet begun	Notes:




22	Staff to reach out to MODL staff to discuss any interest in extending Town water/wastewater services into Mader's Cove.	14-Jul-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: In Progress.
23	AREA to proceed with evaluation and negotiations with the marketplace to obtain the most cost-effective source of power for 2023 and report back to Council.	22-Aug-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: In progress.
24	Staff to review the current best practices in the field of by-laws referencing noise, with a view to developing a recommendation to Council on how to proceed with the matter of noise regulations.	13-Sep-22	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: In progress
25	Set speed limits within the boundaries of the Town of Mahone Bay at 40km/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.	29-Sep-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Signage received. Speed limit reduction will be reported in November 2022 Mayor's Newsletter. New signage will be put up in the first week of November. Staff will coordinate with RCMP.

26	Approve the installation of a wayfinding kiosk and bike racks at the Western end of the public parking lot on Clairmont Street, supported by confirmed funding from the Provincial Connect2 program.	29-Sep-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	Notes: In progress.
27	Defer appointment of members to the Community Logo Development 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.	29-Sep-22	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Staff have re-started recruitment messaging.
28	Approve the reimbursal of Bill Lewis at 78 Pleasant Street in the amount of \$2,000 for removal of tree at the direction of the Town, where the tree was found to be located on Town property.	29-Sep-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: Forwarded to Finance staff for action.
29	Defer the Ghaffari/Mahmoodi request until the resolution of the Plan Mahone Bay process.	11-Oct-22	Jun., 2023	Not yet begun		Notes:
	Make application to the Nova Scotia Planning Board for a rezoning of the property at 11-13-15-17-19-21-23-25-27-29-31-33-35-37-39-41-43-45-47-49-51-53-55-57-59-61-63-65-67-69-71-73-75-77-79-81-83-85-87-89-91-93-95-97-99-101-103-105-107-109-111-113-115-117-119-121-123-125-127-129-131-133-135-137-139-141-143-145-147-149-151-153-155-157-159-161-163-165-167-169-171-173-175-177-179-181-183-185-187-189-191-193-195-197-199-201-203-205-207-209-211-213-215-217-219-221-223-225-227-229-231-233-235-237-239-241-243-245-247-249-251-253-255-257-259-261-263-265-267-269-271-273-275-277-279-281-283-285-287-289-291-293-295-297-299-301-303-305-307-309-311-313-315-317-319-321-323-325-327-329-331-333-335-337-339-341-343-345-347-349-351-353-355-357-359-361-363-365-367-369-371-373-375-377-379-381-383-385-387-389-391-393-395-397-399-401-403-405-407-409-411-413-415-417-419-421-423-425-427-429-431-433-435-437-439-441-443-445-447-449-451-453-455-457-459-461-463-465-467-469-471-473-475-477-479-481-483-485-487-489-491-493-495-497-499-501-503-505-507-509-511-513-515-517-519-521-523-525-527-529-531-533-535-537-539-541-543-545-547-549-551-553-555-557-559-561-563-565-567-569-571-573-575-577-579-581-583-585-587-589-591-593-595-597-599-601-603-605-607-609-611-613-615-617-619-621-623-625-627-629-631-633-635-637-639-641-643-645-647-649-651-653-655-657-659-661-663-665-667-669-671-673-675-677-679-681-683-685-687-689-691-693-695-697-699-701-703-705-707-709-711-713-715-717-719-721-723-725-727-729-731-733-735-737-739-741-743-745-747-749-751-753-755-757-759-761-763-765-767-769-771-773-775-777-779-781-783-785-787-789-791-793-795-797-799-801-803-805-807-809-811-813-815-817-819-821-823-825-827-829-831-833-835-837-839-841-843-845-847-849-851-853-855-857-859-861-863-865-867-869-871-873-875-877-879-881-883-885-887-889-891-893-895-897-899-901-903-905-907-909-911-913-915-917-919-921-923-925-927-929-931-933-935-937-939-941-943-945-947-949-951-953-955-957-959-961-963-965-967-969-971-973-975-977-979-981-983-985-987-989-991-993-995-997-999-1001-1003-1005-1007-1009-1011-1013-1015-1017-1019-1021-1023-1025-1027-1029-1031-1033-1035-1037-1039-1041-1043-1045-1047-1049-1051-1053-1055-1057-1059-1061-1063-1065-1067-1069-1071-1073-1075-1077-1079-1081-1083-1085-1087-1089-1091-1093-1095-1097-1099-1101-1103-1105-1107-1109-1111-1113-1115-1117-1119-1121-1123-1125-1127-1129-1131-1133-1135-1137-1139-1141-1143-1145-1147-1149-1151-1153-1155-1157-1159-1161-1163-1165-1167-1169-1171-1173-1175-1177-1179-1181-1183-1185-1187-1189-1191-1193-1195-1197-1199-1201-1203-1205-1207-1209-1211-1213-1215-1217-1219-1221-1223-1225-1227-1229-1231-1233-1235-1237-1239-1241-1243-1245-1247-1249-1251-1253-1255-1257-1259-1261-1263-1265-1267-1269-1271-1273-1275-1277-1279-1281-1283-1285-1287-1289-1291-1293-1295-1297-1299-1301-1303-1305-1307-1309-1311-1313-1315-1317-1319-1321-1323-1325-1327-1329-1331-1333-1335-1337-1339-1341-1343-1345-1347-1349-1351-1353-1355-1357-1359-1361-1363-1365-1367-1369-1371-1373-1375-1377-1379-1381-1383-1385-1387-1389-1391-1393-1395-1397-1399-1401-1403-1405-1407-1409-1411-1413-1415-1417-1419-1421-1423-1425-1427-1429-1431-1433-1435-1437-1439-1441-1443-1445-1447-1449-1451-1453-1455-1457-1459-1461-1463-1465-1467-1469-1471-1473-1475-1477-1479-1481-1483-1485-1487-1489-1491-1493-1495-1497-1499-1501-1503-1505-1507-1509-1511-1513-1515-1517-1519-1521-1523-1525-1527-1529-1531-1533-1535-1537-1539-1541-1543-1545-1547-1549-1551-1553-1555-1557-1559-1561-1563-1565-1567-1569-1571-1573-1575-1577-1579-1581-1583-1585-1587-1589-1591-1593-1595-1597-1599-1601-1603-1605-1607-1609-1611-1613-1615-1617-1619-1621-1623-1625-1627-1629-1631-1633-1635-1637-1639-1641-1643-1645-1647-1649-1651-1653-1655-1657-1659-1661-1663-1665-1667-1669-1671-1673-1675-1677-1679-1681-1683-1685-1687-1689-1691-1693-1695-1697-1699-1701-1703-1705-1707-1709-1711-1713-1715-1717-1719-1721-1723-1725-1727-1729-1731-1733-1735-1737-1739-1741-1743-1745-1747-1749-1751-1753-1755-1757-1759-1761-1763-1765-1767-1769-1771-1773-1775-1777-1779-1781-1783-1785-1787-1789-1791-1793-1795-1797-1799-1801-1803-1805-1807-1809-1811-1813-1815-1817-1819-1821-1823-1825-1827-1829-1831-1833-1835-1837-1839-1841-1843-1845-1847-1849-1851-1853-1855-1857-1859-1861-1863-1865-1867-1869-1871-1873-1875-1877-1879-1881-1883-1885-1887-1889-1891-1893-1895-1897-1899-1901-1903-1905-1907-1909-1911-1913-1915-1917-1919-1921-1923-1925-1927-1929-1931-1933-1935-1937-1939-1941-1943-1945-1947-1949-1951-1953-1955-1957-1959-1961-1963-1965-1967-1969-1971-1973-1975-1977-1979-1981-1983-1985-1987-1989-1991-1993-1995-1997-1999-2001-2003-2005-2007-2009-2011-2013-2015-2017-2019-2021-2023-2025-2027-2029-2031-2033-2035-2037-2039-2041-2043-2045-2047-2049-2051-2053-2055-2057-2059-2061-2063-2065-2067-2069-2071-2073-2075-2077-2079-2081-2083-2085-2087-2089-2091-2093-2095-2097-2099-2101-2103-2105-2107-2109-2111-2113-2115-2117-2119-2121-2123-2125-2127-2129-2131-2133-2135-2137-2139-2141-2143-2145-2147-2149-2151-2153-2155-2157-2159-2161-2163-2165-2167-2169-2171-2173-2175-2177-2179-2181-2183-2185-2187-2189-2191-2193-2195-2197-2199-2201-2203-2205-2207-2209-2211-2213-2215-2217-2219-2221-2223-2225-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4227-4229-4231-4233-4235-4237-4239-4241-4243-4245-4247-4249-4251-4253-4255-4257-4259-4261-4263-4265-4267-4269-4271-4273-4275-4277-4279-4281-4283-4285-4287-4289-4291-4293-4295-4297-4299-4301-4303-4305-4307-4309-4311-4313-4315-4317-4319-4321-4323-4325-4327-4329-4331-4333-4335-4337-4339-4341-4343-4345-4347-4349-4351-4353-4355-4357-4359-4361-4363-4365-4367-4369-4371-4373-4375-4377-4379-4381-4383-4385-4387-4389-4391-4393-4395-4397-4399-4401-4403-4405-4407-4409-4411-4413-4415-4417-4419-4421-4423-4425-4427-4429-4431-4433-4435-4437-4439-4441-4443-4445-4447-4449-4451-4453-4455-4457-4459-4461-4463-4465-4467-4469-4471-4473-4475-4477-4479-4481-4483-4485-4487-4489-4491-4493-4495-4497-4499-4501-4503-4505-4507-4509-4511-4513-4515-4517-4519-4521-4523-4525-4527-4529-4531-4533-4535-4537-4539-4541-4543-4545-4547-4549-4551-4553-4555-4557-4559-4561-4563-4565-4567-4569-4571-4573-4575-4577-4579-4581-4583-4585-4587-4589-4591-4593-4595-4597-4599-4601-4603-4605-4607-4609-4611-4613-4615-4617-4619-4621-4623-4625-4627-4629-4631-4633-4635-4637-4639-4641-4643-4645-4647-4649-4651-4653-4655-4657-4659-4661-4663-4665-4667-4669-4671-4673-4675-4677-4679-4681-4683-4685-4687-4689-4691-4693-4695-4697-4699-4701-4703-4705-4707-4709-4711-4713-4715-4717-4719-4721-4723-4725-4727-4729-4731-4733-4735-4737-4739-4741-4743-4745-4747-4749-4751-4753-4755-4757-4759-4761-4763-4765-4767-4769-4771-4773-4775-4777-4779-4781-4783-4785-4787-4789-4791-4793-4795-4797-4799-4801-4803-4805-4807-4809-4811-4813-4815-4817-4819-4821-4823-4825-4827-4829-4831-4833-4835-4837-4839-4841-4843-4845-4847-4849-4851-4853-4855-4857-4859-4861-4863-4865-4867-4869-4871-4873-4875-4877-4879-4881-4883-4885-4887-4889-4891-4893-4895-4897-4899-4901-4903-4905-4907-4909-4911-4913-4915-4917-4919-4921-4923-4925-4927-4929-4931-4933-4935-4937-4939-4941-4943-4945-4947-4949-4951-4953-4955-4957-4959-4961-4963-4965-4967-4969-4					

30

Scotia Utility and Review Board that the number of Councillors for the Town of Mahone Bay be six [... and ...] that Mahone Bay remain undivided by polling districts because it is too small to be divided into polling districts.

Notes: Application being prepared.

31	Direct staff to execute a twenty-five year power purchase agreement with AREA for wind energy incremental to AREA's existing 23.5W Ellershouse Wind Farm, delivered as the wind blows and when the Town can use it in a given hour, with the added option for the Town to increase its annual takings from AREA to achieve 100% renewable energy supply if the town elects to subscribe to energy balancing services from the market.	11-Oct-22	Nov., 2022		75%
32	Staff to investigate the opportunity to leverage the Town's existing HOME Program to assist residents who are experiencing increasing heating costs in converting away from fossil fuels.	21-Oct-22	Dec., 2022		25%
33	Staff to investigate financial options to assist those experiencing financial hardship due to the increased costs of electricity and home heating fuel.	21-Oct-22	Dec., 2022		25%

34	Traffic Authority to review signage at Longhill Road and Main Street to improve safety at the crosswalk at that trail crossing.	27-Oct-22	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: In Progress.
35	Approve the plan of the [Heritage Advisory] Committee for the 2023 annual plaquing ceremony at Town Hall on the afternoon of December 2, 2022.	27-Oct-22	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Staff have begun planning for the event.
36	Direct the Plan Mahone Bay Steering Team that the subject of heritage and built heritage be considered in the planning strategy process and specifically in the public consultations held concerning the Municipal Planning Strategy.	27-Oct-22	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>		Notes: Motion forwarded to contractor and members of Steering Team for consideration at the next meeting of the Steering Team.
37	Direct staff to seek proposals from commercial real estate agents for the potential divestiture of the old firehall.	27-Oct-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Initial contacts made and a draft RFP started; a Phase 1 Environmental Assessment was completed on November 16th to inform the real estate package - report anticipated in December.
38	CAO to put forward the names of the two longest-serving current employees to the Protocol & Honours Secretariat for nomination for the Queen's Platinum Jubilee Medal.	8-Nov-22	Nov., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>		Notes: completed

39	Direct staff to coordinate with the Fire Chief to present the draft by-law to the Fire department to obtain specific stakeholder feedback to be presented to council.	8-Nov-22	Jan. 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Presented to Fire Department meeting on November 15, 2022. Staff will work with the Fire Chief to schedule a meeting with the Fire Department and Council for Council to hear the feedback of the Fire Department members directly.
40	Direct staff to consider the recommendation of the PAB respecting the right turn onto Main Street from Edgewater Street in the preparation of the anticipated future report that staff has already been asked to prepare.	8-Nov-22	Feb. 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	Notes: Forwarded to the Traffic Authority.
41	Direct the CAO to enagae the Town Solicitor ot file the necessary paperwork to establish required easements for properties PID #60683810 and PID #60371416.	8-Nov-22		<div><div></div><div></div><div></div><div></div><div></div></div>		Notes:
42	Staff to finalize arrangements to establish the required easements with the owners of PID #60371523 and PID #60371499.	8-Nov-22		<div><div></div><div></div><div></div><div></div><div></div></div>		Notes:
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Chief Administrative Officer's Report - Oct 27, 2022 (next update Jan 2023)

1	Atlantic Infrastructure Management (AIM) Network	AIM Cohort 2.0 workshops now complete. Participated in annual conference in Charlottetown (Sept 13-14); next year's conference in New Brunswick. Council approved participation in Regional Climate Cohort (MODL also approved, waiting on other County units). Data collection on natural assets began in May, completed in October. Appointed Chair of AIM Network at October AGM.
2	Municipal Joint Services Board (MJSB)	Regular CAO/COO meetings have resumed. Topics include additional shared service opportunities among others.
3	Riverport Electric Shared Service Committee	Regular meetings continue. New RELC members appointed. Committee discussions focus on opportunities for closer cooperation.
4	Regional Emergency Measures Organization (REMO)	Regular bi-weekly meetings and bi-monthly table exercises between REMO Coordinator and CAOs continue (along with regular planning meetings). Planning Committee established. Standardized guidelines for comfort stations and emergency shelters - which can be utilized for fire station - now being implemented. New REMO website (linked from Town website). Coordinated with REMO re Hurricane Fiona response.

5	Alternative Energy Resource Authority (AREA)	Weekly AREA staff meetings continue by phone. Participation in AREA Board meetings. AREA continues to manage solar garden projects for Berwick, Mahone Bay and Antigonish with regular updates to Council. Rate study work with BDR essentially complete; application should be submitted this week.
6	Lunenburg County Accessibility Advisory Committee	CAO serving as staff policy resource to Lunenburg County Accessibility Advisory Committee. Operational Plan development proceeding with Lunenburg County Accessibility Coordinator; staff currently discussing options to cooperate with neighboring units. Funding for accessibility audits included in 2022-23 operating budget. Quarterly reports from coordinator to Council's meeting agendas.
7	Nova Scotia Federation of Municipalities (NSFM)	CAO continuing to serve on Nova Scotia Infrastructure Asset Management Working Group as AMA/NSFM representative, as well as participating as a mentor in Working Group's AM mentoring program for municipal staff. Participated in occasional NSFM videoconference meetings. Participated in Working Group panel/presentation at 2022 NSFM Spring conference (May 5).

8	New Long Term Care Facility	Water/Wastewater upgrades project serving new long term care facility completed, save for some remediation of affected properties. Electrical system upgrades in progress.
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Manager of Public Works & Transportation's Report - Oct 27, 2022

1

Streets & Sidewalks

1. Jubilee Pond culvert replacement: Park vehicle entrance still closed to vehicle traffic due to collapsed culvert. Culvert sizing and installation plan from Berrigans was not provided in time to schedule repairs so steel plate will be installed until next Summer.
2. Tender for Curb, Gutter & Sidewalk replacement (150ft - Corner of Main St) will be completed by November 30th.
3. Tender for winter parking lot salting/plowing awarded to Gerhardt's Property Improvements.
4. New Ford plow truck will be recieved the week of November 21st from GW Mosher Motors.
5. Sidewalk plow tractor delivery - January
6. Snow and ice equipment ready for winter.
7. Annual asphalt repairs, speed hump installs with signage to be completed before November 30th.
8. Annual catch basin cleaning completed.
9. Zwicker Lane chip seal completed.

2	Other	<p>1. TOMB Water/Wastewater, Public Works and Electric Utility branded clothing has all been received.</p> <p>2. Town pit clean up has been completed. Gates to be installed by the end of November.</p> <p>3. Soccer field bleacher concrete pads installed, walking trial scheduled to be completed by the end of November and 7 new trees to be planted by Novemeber 25th.</p> <p>4. Bayview Cemetery Tree and Limb Removal RFP will be posted by Novemeber 25th.</p>
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Electric Utility Manager's Report - Sept 29, 2022 (Next Update Nov 24, 2022)

1 Electric Utility

NSCC Student: Hired to perform stand-by call out services.

Awaiting approval: Voltage regulator tender, transformer RFP, vegetation management tender, staff evaluations.

Staff Training: Chainsaw safety, pole-top rescue.

2 x call outs

- * Installed the poles and anchors for at the soccer field for the underground job.

- * Helped public works with the new crosswalk lights

- * Removed a pole at the sewer plant to allow for the new access on main street for the solar garden.

- * Carried out some tree trimming and identified areas that need cutting in the near future.

- * Finished Wye street job.

- * Completed the final inspection of the firehall and disconnected the temporary service there.

- * Installed a new hand dryer in the comfort station at the wharf.

- * Installed new service on long hill road.

Water/Wastewater System Manager's Report - Oct 27, 2022

1

Water Supply, Treatment & Distribution

- * Watermain project wrapped up week of Sept 12th, both the new 300mm distribution line and 200mm raw water line are now in service. Deficiency list produced by KVM and passed onto Strum and the contractor.
- * CBCL assisting a few days a week with daily operations, compliance monitoring and data collection.
- * Regular monitoring and maintenance activities continued. Routine or as required flushing of water mains conducted in various locations throughout the water distribution system.
- * Dead end flush unit for South Main St installed in July and currently programmed for 2x Daily, Second flush unit location TBD
- * Plans to continue with NRW recommendations 2022.
- * Seasonal water main flushing planned for fall 2022
- * Canadian Armed Forces on the job training completed June 27th thru Sept 9th.
- **Oakland Lake Watercourse Level Monitoring indicated below seasonal low levels in September (approaching DFO notification). Level readings now rising with fall season.
- *Two leaking customer service laterals replaced in Oct 2020, one new and one identified from NRW study.

2	Sewage Collection & Treatment	<ul style="list-style-type: none"> * Regular compliance monitoring and maintenance activities continued. * Permanent installation of PAA dosing line completed. * CBCL is working on a job proposal including the repairs and upgrades of the Towns current pumping stations. * Door modifications of chemical room WWTP for PAA tote delivery pending on CBCL. * Treatment cell #3 drain and cleaning planning started, quotations requested for sludge hauling and disposal. (May have missed dry season) * 2 Residents on Fairmont St. and one on Maple St. all replacing or repairing service laterals due to age and damage leading to issues. Service lateral repair required on Edgewater St.
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Climate & Energy Program Manager's Report - Nov 24 2022

1	EV CarShare - Study	Reached out to Abhi with MODL, and reached out to Town of Lunenburg. Both are supportive of the project and would like to be involved pending CAO and/or council support. Will need to wait until the next fiscal year to have funds set aside for the project, for each municipality. Have explored some funding options for study including one through FCM, and the Municipal Innovation
2	Climate and Environment Advisory Committee	A meeting of the C & E committee was held on November 2nd and the next meeting is scheduled for December 7th. There are only 3 action items left to review in the GHG Action Plan and then we will move onto reviewing environmental actions in the strategic plan. There have been two resignations of
3	HOME program reboot	Greenfoot has been approached about taking over from AHC. Aaron and Lauren will be negotiating with them and dealing with AHC.
4	HOME program review	Navigate (Liam Cook) and Lauren are working on an initial proposal for an FCM grant to do a review of the HOME program
5	Solar Garden	Continues to attend bi-weekly meetings to get updates on the progress of the ToMB solar garden.

Finance Manager's Report - Oct 27, 2022

1	Assessment Roll, Taxation and Billing	Next tax billing: April 30th, 2023
2	Budgeting and Reporting	Quarter 2 Report to Council due in October beginning of November
3	Rate Study	Rate study report is currently in draft form with a suggested rate increase of 34.8%
4	Annual Audit Preparation/Support	2021-2022 Audit in progress and on schedule. Looking to be completed by the end of September. Currently discussing out of scope charges with Deloitte. At present, total OofS charges are expected to be approx. \$11,000. PY had OofS fees of \$35,000.
5	RELC Project	Project costs presented at the SSAC Meeting on Oct 3, 2022 was postponed. Rescheduled date has yet to be established.

Clerk & Deputy CAO's Report - Oct 27, 2022

1	Plan Review	Discussion at October 21, 2022 Special Council meeting; now attempting to schedule a day-long working session prior to December 17th for which all community members and at least a quorum of Council members are available.
2	By-law and Policy Development	Staff have received feedback from the Fire Department Investigatory Committee about existing procedures and a draft Fire Services By-law is anticipated for the November 8, 2022 Council meeting. Staff working on a survey of noise by-laws and a report on the new Town of Lunenburg Noise By-law for November 2022.
3	Communications and Public Engagement	Communication initiatives have included the re-launch of the search for volunteers for the Community Logo Development Steering Team, the Special Election, the Solar Garden Open House, and the new Solid Waste Management By-law which becomes effective November 1, 2022. Other initiatives have included the flag raising at the new flagpoles on Edgewater Street, CodeRED in advance of winter, Trash for Cash for Charity, and sharing information from the United Way regarding the Coats for Kids campaign.

4	Council Support	Ongoing support of meetings of Council and Committees of Council including restarting the search for volunteers for the new Logo Development Steering Team. Staff are working with a lengthy list of Council assignments to staff, including research and reports.
5	Development of Internal Documents	Ongoing work on the development of a new Human Resources Manual including research on diversity and accessibility in the workplace. Development of new forms and processes for facility bookings and planning matters continues.
6	By-law Enforcement	Staff continue to discuss parking ticket prices around the province and looking into stronger ticket follow-up. Staff also looking into alternate methods of intervening with inappropriate parking decisions.
7	Park Cemetery Mapping Project	GIS employee finishing with the Town as of the end of October 2022 (due to grant funding). Procedures and instructions have been developed for both the day-to-day sale of plots and the maintenance of GIS data for future changes in the cemetery.
8	Safety Program Implementation	Work continues on development of regulations for Safety Manual draft.

9	Special Election	<p>The Revising Officer has received the updates to the List of Electors - election staff can make updates to the list of electors up until voting, but the best list possible is most useful for candidates. November 1st is the deadline to declare candidacy for the election and all information about those who ask about entering the race for the Council seat remains confidential until an individual officially registers as a candidate for the election. Staff are working closely with Intellivote to get the election set up. Advertising of the election has begun; at this point that consists of sharing information about updating the information on the list of electors and registering as a candidate.</p>
10	Projects	<p>Peparing application to the NSUARB for the Municipal Boundary Review. Staff have been working with the new manager of the Pharmasave to use the old firehall for the 2022 flu vaccine clinic.</p>

By-law and Policy Review - Oct 27, 2022

1	Trees	Target	Staff to research tree policy/by-laws and recommendations received regarding Mahone Bay specifically. In context of Plan Review.
		30-Mar-23	
2	Park By-law	Target	Staff to review Park By-law in context of Plan Review.
		30-Mar-23	
3	Employee Conduct Policy	Target	Staff to review Employee Conduct Policy in relation to violence in the workplace. Pending discussion at Strategy & Policy Committee.
		TBD	
4	Council/CAO Relations Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
5	Fire Services	Target	Staff to coordinate with Fire Department Investigative Committee to determine existing procedures to be referenced in a draft by-law for Council consideration.
		8-Nov-22	
6	Surveillance Camera Policy	Target	Referred to September 26, 2022 meeting of Policy and Strategy Committee; following the scheduling changes necessitated by cancelling the July 2022 meeting of the Policy and Strategy Committee, this item has been re-added to the list of future agenda items.
		TBD	

7	Council Policy	Target	Pending discussion at October 24, 2022 meeting of the Strategy & Policy Committee.
		TBD	
8	Respectful Workplace Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
9	Fees Policy	Target	Not yet begun
		TBD	
10	Penalties By-law	Target	Not yet begun
		TBD	
11	Committee Policy	Target	Pending discussion at October 24, 2022 meeting of the Strategy & Policy Committee.
		TBD	
12	REMO By-law	Target	Final reading passed on July 29, 2021. Currently awaiting Ministerial Approval.
		29-Jul-21	
13	Land-Use By-law and Municipal Planning Strategy	Plan Review Underway. Steering Team reviewing draft LUB and MPS for any edits before the documents are shared with the public for the next round of public engagement.	
14	Facilities Booking Policy	Target	Policy to provide clarification for booking of Town-owned facilities and repeal any existing administrative policies from the past to be presented for Council consideration.
		27-Oct-22	

15	Preventing Sale of hate symbols	Target	Report accepted at July 28, 2022 meeting of Council. With no further follow-up this item will be removed from the list of by-laws and policies for review and development.
		28-Jul-22	
16	Noise By-law	Target	Staff to deliver a report on a survey of noise by-laws and the new Town of Lunenburg Noise By-law.
		24-Nov-22	

Service Statistics - Oct 27, 2022

1 By-law Enforcement		22-Jul	Parking Tickets: 8	
		Sep-22	Parking Tickets: 7	
		Notes: vehicle and foot patrols continue throughout town and the trails. Clairmont Street and upper Main Street continue to be the busier locations for parking enforcement. Parking ticket data base updated for 2022 and review of parking ticket prices and enforcement follow-up across the province continues. Report filed regarding complaints against the property at Betty's at the Kitch' inn (received in closed session by Council on September 29, 2022). Active files included an un-registered tourist home and construction of a road in the watershed area. Extra duty required for Scarecrow Festival; coordination with the RCMP.		
2	Police Services (founded & SUI occurrences)	Q3 2022	107	CalendarYTD: 305
		Notes:		
3	Mahone Bay & District Fire Department	Jul-Sep	32	YTD: 47
		Notes: Fire Calls: 4; Fire Alarms: 13; Mutual Aid: 6; Medical Calls: 2; Motor Vehicle: 6; Other: 1		

4	Traffic (Speed Signage)	Oct., 2022	<u>MAIN STREET</u> Down for repair		
			<u>EDGEWATER STREET</u> Median Speed ~56 km/h		
			<u>PLEASANT STREET</u> Average Speed 38 km/h		
		Notes: Tube Counters have also been deployed on East Main Street (weekday ADT 2,418, weekend ADT 2,192) and Edgewater at Keddy's Landing (weekday ADT 7,337, weekend ADT 6,947).			
5	Solid Waste (Tonnage)	YTD	576.29	2021-22: 525.97	
		Notes: Recyclables = 63.44; Organics = 142.22; Garbage/Other = 354.10; Septic/Treatment Plant = 6.51; Cardboard = 10.02.			
6	HOME Program	Leads: 50	Installations:	5	
		Notes: Ambassador engagement (Oct-Nov 2020) and installations to resume in Spring/Summer 2023.			
7	Water Utility	Pumped	Q1 2022 (shown as monthly av)		
			16,051,411 Litres		
		Treated	Q1 2022 (shown as monthly av)		
			15,336,047 Litres		
		Sold	Q1 2022 (shown as monthly av)		
			6,879,833 Litres		
		NRW (flushing, etc.)	Q1 2022 (shown as monthly av)		
			318,871 Litres		
Losses	Q1 2022 (shown as monthly av)				
	8,137,343 Litres				

8	Electrical Utility	Purchased (AREA)		\$132,608	
		Purchased (NBP)		\$254,524	
		TOTAL Purchased		\$387,132	
		Sold (Commercial)		\$28,130	
		Sold (Residential)		\$367,048	
		Sold (Power & Demand)		\$193,191	
		TOTAL Sold		\$588,370	
	EV Chargers	YTD	475 Charging Sessions	908 Hrs/ \$1351.68	5330 kWh
9		October 2022	57 Charging Sessions	128 Hrs / \$194.19	820 kWh
10	Development Services	Approved Subdivisions		2022-23	4
		Development Permits		2022-23	14
11	Comfort Stations (Sept, 2022)	Edgewater Street	2,414 (4,357 YTD June)	Main St.	616 (2,574 YTD)

12 CodeRED Registrations

30/09/2022	Residential: 400; Business: 12; Email: 201; Text: 271
31/08/2022	Residential: 393; Business: 12; Email: 197; Text: 266
30/07/2022	Residential:390; Business: 11; Email: 197; Text: 262
30/06/2022	Residential:371; Business: 11; Email:191; Text: 255
31/5/2022	Residential: 369; Business: 11; Email: 190; Text: 254
30/4/2022	Residential:357; Business:11; Email:87; Text 245
31/3/2022	Residential: 356; Business: 11; Email: 187; Text: 244
28/2/2022	Residential: 356; Business:11; Email: 187; Text 244
31/1/2022	Residential: 336; Business:10; Email: 176; Text: 231
31/12/2021	Residential: 326; Business: 10;
11/30/2021	Residential: 319; Business: 10;
31/10/2021	Residential: 310; Business: 10;
30/9/2021	Residential: 308; Business: 10;
31/08/2021	Residential: 297; Business: 10;
31/07/2021	Residential: 298; Business: 10;
30/06/2021	Residential: 297; Business: 10;
31/05/2021	Residential: 294; Business: 10;
30/04/2021	Residential: 293; Business: 10;
31/03/2021	Residential: 294; Business: 10;
28/02/2021	Residential: 290; Business: 10;
31/01/2021	Residential: 285; Business: 10;
31/12/2020	Residential: 285; Business: 10;
31/03/2020	Residential: 243; Business: 12;

2021-25 Strategic Plan - Oct. 27, 2022

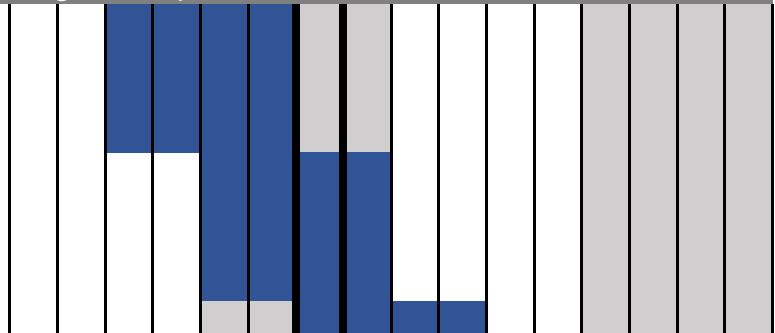
Sustainable Municipal Services

		2021				2022				2023				2024			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1.1.1	Undertake water, wastewater & electrical rate studies	Operating Initiatives															
	Water																
	Wastewater																
	Electrical																
		<p>Electrical rate study by BDR (contracted by AREA), presented to Council's October 20th meeting; application underway. Water utility rate study will get underway with the completion of the electrical rate study and the 2021-22 annual audit.</p>															
1.1.2	Implement initiatives to increase utility demand	Operating Initiatives															
		<p>EV Home Charger Pilot under development (recent community survey to inform program development). Discussion initiated with FCM re funding support for HOME Program expansion; working with other MEUs on possible joint review/expansion.</p>															
1.1.3	Complete water and wastewater system diagnostics	Operating Initiatives															
	Water																
		<p>Water Distribution System Audit with Xylem Inc. completed; recommendations incorporated into 2022-23 budget / business plan.</p>															
	Wastewater																
1.1.4	Strategically replace/upgrade utility infrastructure	Capital Projects															
	Project 1																
	Project 2																
	Project 3																

Project to upgrade lines from Main Street to Water Treatment Plant (with MacLeod Group) effectively completed with all newly installed components now operational. Investing in Canada Infrastructure Program applications have been submitted for additional replacement and upgrading of utility infrastructure.

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

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



AIM Cohort 2.0 completed. Development of draft Electrical, Water, Wastewater, Stormwater and Transportation asset management plans currently underway with AM Committee. Natural Assets / Cemetery data collection project began in May, wrapping up in Oct.

1.2.2 Integrate asset management plans into 10-year capital budget



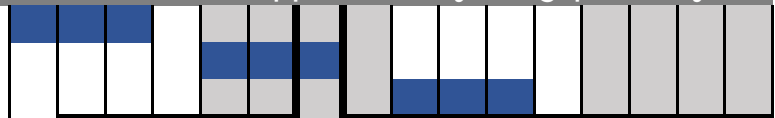
1.3.1 Accessibility Operational Plan



Lunenburg County Accessibility Coordinator
Ellen Johnson meeting with Town staff re
development of Mahone Bay Accessibility
Operational Plan.

1.3.2 Improve transportation infrastructure to support healthy living

Project 1
Project 2
Project 3



Crossings at Anglican Church, Lutheran Church (pride crossing), Medical Clinic, Kedy's Landing, and Main/Long Hill completed. Pleasant/Main 3-way stop configuration design underway. Update report on Council's September 29th meeting agenda. Speed humps on Pleasant/Fauxburg planned for November.

Equitable & Inclusive Growth

[illegible]

Discussions underway with Shared Service Advisory Committee for expanded electrical service partnership with RELC. Staff have approached MoDC and MoDL re shared engineering services; discussions ongoing.

2.2.3 Establish inclusive strategies for provision of municipal services

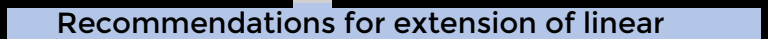


2.2.4 Expand existing infrastructure to support planned growth Capital Projects

Project	White	Blue	Grey
Project 1	4	4	2

Project 2

Segment	Color
1	White
2	White
3	White
4	White
5	White
6	White
7	White
8	White
9	White
10	White
11	Blue
12	Blue
13	Blue
14	Blue



Recommendations for extension of linear infrastructure (water/wastewater and transportation) were considered in the 2022-23 budget process.

2.3.1 Align staff capacity, capital and operating plans with strategic plan



2022-23 annual budget included investments in staff capacity in Public Works and Finance.

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



2.3.3 Prioritize public engagement processes supporting Plan implementation



2.3.4 Regularly review progress and continually improve strategic plan



Public Engagement Plan for first annual Strat Plan review approved at Council's Jan 27th meeting. Report on engagement activities on Council's Mar 24th meeting agenda. Referred to Policy & Strategy Committee meeting Apr 26th, devoted to Strat Plan review. Review now completed; recommendations for amendment approved at Council's May 10th meeting.

Environmental Leadership

[illegible]

Implementation of Community Greenhouse Gas (GHG) Reduction Action plan proceeding apace. Climate & Environment Committee established with a mandate to review the GHG Reduction Action Plan and recommend updates to Council. First annual report presented to Committee's June meeting.

3.1.2 Expand home heating program Operating Initiative



Staff working on proposal for joint FCM-supported review and expansion of HOME Program with other MEU partners. Report anticipated to Council in Fall of 2022.

3.1.3 Expand electric vehicle charging infrastructure Capital Projects



Equipment received, installations completed at all locations (town hall, marina, clairmont street, MBC, main street, fire station). Chargers now online. Promotion of EV chargers will continue.

3.1.4 Invest in renewables (e.g., community solar garden) Capital Project

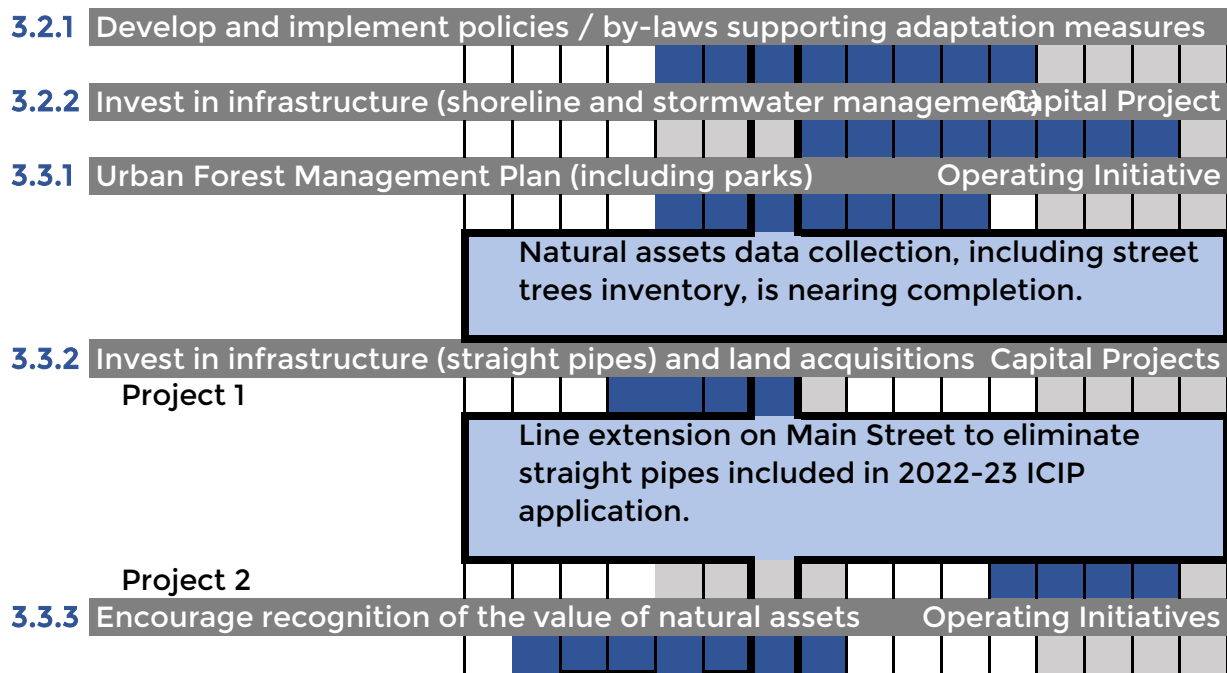


The construction phase continues, with completion anticipated in the Summer of 2023. Helical piles are currently being installed and it is expected that the racking and panels will be installed in November/December. The second open house, October 19th 2022 was well attended with just under 90 participants.

3.1.5 Support regional initiatives that contribute GHG reduction Operating Initiatives



Ongoing discussions concerning regional transit system. Staff have been in discussions with MODL concerning potential cooperation on GHG reduction initiatives. Council approved participation in regional climate summit Sept 23rd, 2022.



2022-23 Budget - Operating Initiatives - Oct. 27, 2022



		22-23 Budget	YTD					
1	MPS / LUB Update	\$31,000	~\$3,000	<div><div></div></div>				25%
		Notes: Begun in 2020-21 and currently underway with Upland Consulting. Phase 2 public engagement activities anticipated this winter.						
2	Accessibility Audits	\$25,000	\$0	<div><div></div></div>				25%
		Notes: Identification of audits and "low hanging audits" underway with Lunenburg County Accessibility Coordinator.						
3	Cemetery & Natural Asset Mapping Work	\$11,394	~\$8,500	<div><div></div></div>	<div><div></div></div>	<div><div></div></div>		75%
		Notes: Community Works Program funding received, data collection project nearly complete.						
4	Edgewater - Main St Engineering	\$30,000	\$3,726	<div><div></div></div>				25%
		Notes: Tender for engineering services under development.						
5	New Logo Development	\$25,000	\$0	<div><div></div></div>				25%
		Notes: Engagement Plan and Project Steering Team TOR Approved. Recruitment of public members for Project Steering Team Underway.						
6	Urban Forest Master Plan	\$5,000	\$0	Not Yet Begun				
		Notes: Waiting on completion of natural asset data collection work.						
7	Carshare Program Design	\$10,000	\$0	Not Yet Begun				
		Notes: Waiting for opportunity to access external funding (Low Carbon Communities Program proposed).						
8	Housing Strategy Development	\$5,000	\$0	Not Yet Begun				
		Notes: Waiting on completion of Provincial Housing Strategy.						
		\$10,000	\$0	Not Yet Begun				

9	Water Rate Study	Notes: Will follow completion of Electrical Rate Study and conclusion of 2021-22 audit process (receipt of statements and filing of FIR).			
10	Electrical Utility Rate Study	\$16,000	~\$14,000	<div><div></div><div></div><div></div><div></div></div>	75%
		Notes: Rate study with BDR (tendered by AREA) essentially completed with presented to Council's October 21st meeting; application to be submitted this week.			

2022-23 Budget - Capital Projects - Oct. 27, 2022

Town General

		22-23 Budget	YTD		
1	Zero Turn Mower	\$15,000	\$0.00	Not Yet Begun	
	Notes:				
2	Paving - Chip Seal	\$11,750	\$0.00	Not Yet Begun	
	Notes: Waiting on installation of water/wastewater services for new development.				
3	Survey and Valuation of Old Fire Hall Property	\$8,000	\$8,150.00	<div><div></div><div></div><div></div><div></div></div>	★
	Notes: Survey and valuation completed, report on Council's Oct 27th meeting agenda.				
4	Pre-Design and Estimate for a new Public Works Garage	\$12,000	\$0.00	<div><div></div><div></div><div></div><div></div></div>	50%
	Notes: Contracted to Jost + Architects Ltd..				
5	Pool Condition Assessment	\$5,000	\$0.00	Not Yet Begun	
	Notes:				
6	Security Gates	\$6,500	\$0.00	<div><div></div><div></div><div></div><div></div></div>	50%
	Notes: Installation anticipated in October, 2022.				
7	Articulating Tractor	\$115,000	\$0.00	Not Yet Begun	
	Notes:				

8	Truck with Plow	\$70,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	50%
		Notes: Tender posted, closing in November.			
9	Edgewater Flagpoles	\$12,000	~\$10,000	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: Flagpoles purchased and installed.			
10	Jubilee Culvert Replacement	\$16,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	50%
		Notes: Work to be completed in October, 2022.			
11	Security Cameras	\$4,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%
		Notes: Installation schematic under development with contractor now.			
12	Coastal Action - Living Shoreline Pilot	\$140,000	\$140,000	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: Project completed save for monitoring and maintenance activities.			
13	Living Shoreline Project	\$113,046	\$0.00	Not Yet Begun	
		Notes: Application to Natural Infrastructure Fund submitted by Coastal Action with Town support.			
14	Solar Garden Development	\$1,045,023	~\$600,000	<div><div></div><div></div><div></div><div></div><div></div></div>	50%
		Notes: Project now in construction phase. Grading complete, fence installed, pile installation has been started. Racking and panels are expected to be installed in November/December.			
15	New Bayview Cemetery Fence	\$25,000	\$25,000.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: Fence completed (painting will have to wait until 2023 for best results), signage completed, installation anticipated in October.			
16	Aquatic Garden Entrances	\$10,000	\$0.00	Not Yet Begun	
		Notes:			
		\$30,000	\$0.00	Not Yet Begun	

17	Asphalt Repairs on Main St.	Notes:						
18	Sidewalk and Curb Repairs	\$32,000	\$0.00	<div><div></div></div>				25%
		Notes: Work to be completed in October, 2022.						
19	Bandstand Phase 3	\$5,000	\$0.00	Not Yet Begun				
		Notes: Grant application(s) under development.						
20	Transportation Project	\$70,000	~\$45,000	<div><div></div></div>				50%
		Notes: In progress. Improvement of crossings at Kedy's, Anglican Church, Medical Clinic, Long Hill Trail and Lutheran Church (pride crossing) completed. Report on Council's September 29th meeting agenda.						
21	Fairmont/Pinegrove Drainage Improvement	\$94,500	\$0.00	Not Yet Begun				
		Notes:						
22	Sports Field Culvert Replacement	\$15,000	\$0.00	<div><div></div></div>				★
		Notes: Installation completed.						
23	Sports Field Improvement	\$45,000	~\$25,000	<div><div></div></div>				75%
		Notes: Project underway with walking track and concrete pads (for bleachers) to be completed in October, 2022.						
24	Wharf Condition Assessment	\$20,000	~\$5,000	<div><div></div></div>				75%
		Notes: Underway now; inspections have been carried out. Report anticipated to Council's November 8th meeting.						
Fire Services								
1	Helmet Replacement	\$16,000	\$0.00	Not Yet Begun				
		Notes:						
2	SCBA Packs	\$30,000	\$0.00	Not Yet Begun				
		Notes:						






3	SCBA Spare Bottles	\$10,000	\$0.00	Not Yet Begun				
		Notes:						
4	Build New Fire Station	\$4,456,600	\$4,605,146.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★			
		Notes: Construction complete. Grand Opening took place August 20, 2022.						
5	Rescue Truck	\$200,000	~\$200,000	<div><div></div><div></div><div></div><div></div><div></div></div>	★			
		Notes: Rescue truck purchased and delivered.						
6	New Pumper Truck	\$1,000,000	\$0.00	Not Yet Begun				
		Notes:						
7	New Bunker Gear	\$20,000	~\$20,000	<div><div></div><div></div><div></div><div></div><div></div></div>	★			
		Notes: New boots and gear ordered and received.						
Water Utility								
1	Connection of New Water Services (As Needed)	\$5,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	50%			
		Notes: As required. New LTCF to be connected in fall 2022. New Duplex on Long Hill Rd connected to town utilities Oct 2022.						
2	Replace Hydrants (As Needed)	\$5,000	\$0.00	Not Yet Begun				
		Notes: As required.						
3	Install Water Meters (As Needed)	\$3,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%			
		Notes: As required. Faulty 1.5" commercial water meter replaced Sept 2022						
4	Install Corrosion Coating in Chemical Room	\$10,000	\$0.00	Not Yet Begun				
		Notes:						
5	Deadend Flushings - System Extremities	\$13,000	~\$13,000	<div><div></div><div></div><div></div><div></div><div></div></div>	75%			
		Notes: EQ received, one unit installed.						
	Water Tank	\$7,500	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★			

6	Water Tank Replacement	Notes: Completed				
7	ICIP Priority #1 - Water Rehabilitation and Extension	\$404,038	\$0.00	Not Yet Begun		
		Notes: Submitted ICIP application, waiting on confirmation of funding.				
8	ICIP Priority #2 - Water Rehabilitation and Improvement	\$828,259	\$0.00	Not Yet Begun		
		Notes: Submitted ICIP application, waiting on confirmation of funding.				
9	Water Service Line Extension	\$40,000	\$0.00	Not Yet Begun		
		Notes:				
10	Reserve Pump Replacement	\$11,500	\$0.00	Not Yet Begun		
		Notes:				
11	Install Security Cameras	\$4,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	
		Notes: Installation schematic under development with contractor now.				
12	Install Level Control Valves	\$2,500	\$0.00	Not Yet Begun		
		Notes:				
13	Flow Meter at Water Treatment Plant	\$3,000	\$0.00	Not Yet Begun		
		Notes:				
14	Rebuild Pump #1	\$5,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	
		Notes: New motor installed, old unit with pump repair shop.				
15	Replace Compressor at Water Treatment Plant	\$20,000	~\$20,000	<div><div></div><div></div><div></div><div></div><div></div></div>	★	
		Notes: Received and installed.				
16	Initial Phase Water Rehabilitation	\$450,000	~\$400,000	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	
		Notes: Waiting on ICIP Funding, 2022 application submitted.				
Wastewater						
1	Replace Lift Station Pump (Small Pump)	\$2,000	\$0.00	Not Yet Begun		
		Notes:				
		\$40,000	\$0.00	Not Yet Begun		

2	Lift Station Repairs	Notes: Tender under development.					
3	ICIP Priority #1 - Wastewater Extension	\$134,679	\$0.00	Not Yet Begun			
		Notes: Submitted ICIP application, waiting on confirmation of funding.					
4	ICIP Priority #2 - Wastewater Rehabilitation and Improvement	\$828,259	\$0.00	Not Yet Begun			
		Notes: Submitted ICIP application, waiting on confirmation of funding.					
5	Installation of New Sewer Services (As Needed)	\$10,000	\$0.00	<div><div></div></div>		25%	
		Notes: New Duplex on Long Hill Rd connected to town utilities Oct 2022.					
6	PAA Pilot Project	\$32,000	~\$15,000	<div><div></div><div></div></div>		50%	
		Notes: PAA Pilot underway since 2020. Tender for modification of chemical building under development.					
Electric Utility							
1	Western Circuit Voltage Regulators	\$100,000	~\$100,000	<div><div></div><div></div><div></div></div>		75%	
		Notes: EQ on order. Delivery now anticipated in April/May.					
2	Replace All Transformers with PCB by 2025	\$83,333	\$0.00	<div><div></div><div></div></div>		50%	
		Notes: 2022-23 replacements nearly completed. Tender under development for 2023-24 new units.					
3	Disposal of Transformers with PCB	\$13,220	\$0.00	Not Yet Begun			
		Notes: Tender under development.					
4	Pole/Line Replacements (As Needed)	\$25,000	\$0.00	<div><div></div></div>		25%	
		Notes: As required.					
5	Edgewater Street Lighting	\$70,000	\$0.00	Not Yet Begun			
		Notes:					
6	New Digital Meters (As Needed)	\$11,000	\$0.00	<div><div></div></div>		25%	
		Notes: As required.					
		\$35,000	\$0.00	<div><div></div></div>		25%	






7 New Transformers (As Needed)	Notes: As required.
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2023 Council & Committee Meeting Schedule

	Council
	Budget Meeting
	Heritage Advisory Committee
	Police Advisory Board
	Planning Advisory Committee
	Watershed Advisory Committee
	Policy & Strategy Committee

IMPORTANT NUMBERS

Emergency.....911
 Police902-634-8674
 Power/Water/Sewer Interruption....902-624-8327
After Hours - Power/Water/Sewer
 After 4:30pm call.....902-543-3251

	Climate & Environment Committee
	Audit & Finance Committee
	Cemetery Committee
	Asset Management Committee
	Office Closed

January						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
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February						
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March						
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May						
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June						
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July						
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August						
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September						
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October						
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November						
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December						
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31						



MEMORANDUM

TO: Town Council

FROM: Kelly Redden, Deputy Clerk & Records Administrator

DATE: November 24, 2022

RE: Cancellation of Heritage Advisory Committee Plaquing event

At the October 27, 2022 regular Council meeting, Council approved the Heritage Advisory Committee planning a Heritage Property plaquing ceremony at Town Hall on the afternoon of December 2, 2022. It has since been discovered that there is a conflict with that date and the event will need to be postponed.

The Heritage Advisory Committee will discuss at their next meeting and submit a new potential date to Council.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kelly Redden".

Kelly Redden

Deputy Clerk & Records Administrator





**Attorney General
Justice
Office of the Minister**

PO Box 7, Halifax, Nova Scotia, Canada B3J 2L6 • Telephone 902-424-4044 Fax 902-424-0510 • novascotia.ca

August 3, 2022

Via Electronic Mail: kmccarron@gmail.com

Katherine McCarron
6-586 Main Street
Mahone Bay, NS B0J 2E0

Dear Ms. McCarron:

RE: Appointment to Town of Mahone Bay Police (RCMP) Advisory Board

On behalf of the Executive Council of Nova Scotia, I am pleased to advise of your appointment as a member of the Town of Mahone Bay Police (RCMP) Advisory Board. The particulars of your appointment are as follows:

Ministerial Order MA 22-03.39
Effective date is June 28, 2022
Term is for three (3) years

A copy of the Ministerial Appointment is enclosed for your records.

As per the mandate of the Police (RCMP) Advisory Board, the Board determines the administrative direction, organization and policy required to maintain an efficient and adequate police force.

Should you have any questions, the senior staff person to contact is Charcy Marchand, Acting Director, Public Safety & Investigations, Department of Justice, who can be reached at:

Address: 1690 Hollis Street, 1st Floor, Halifax, NS B3J 2L6
Phone: 902-240-6706
Email: charcy.marchand@novascotia.ca

Thank you for your willingness to serve in this capacity.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bradley Johns".

Bradley Johns
Minister of Justice and Attorney General

cc: David Devenne, Mayor, Town of Mahone Bay
Charcy Marchand, A/Director, Public Safety & Investigations, Justice
William Trask, Executive Director, Policy and Information Management, Justice



Nova Scotia

**Executive Council
Ministerial Appointment**

MA 22-0339

Pursuant to Section 57 of Chapter 31 of the Acts of 2004, the *Police Act*, the undersigned has the honour to:

- a) appoint Anne Soucie of Belliveau Cove – District of Clare, Digby County, as a member of the Police (RCMP) Advisory Board, District of Clare for a term of three (3) years commencing June 28, 2022;
- b) appoint Dale Kelly of Second Peninsula, Lunenburg County, as a member of the Police (RCMP) Advisory Board, District of Lunenburg for a term of three (3) years commencing June 28, 2022;
- c) appoint Gabriele Braun of Baddeck, Victoria County, as a member of the Police (RCMP) Advisory Board, Victoria County for a term of three (3) years commencing June 28, 2022;
- d) appoint Jane Davis of Hantsport, Hants County, as a member of the Police (RCMP) Advisory Board, Municipality of West Hants for a term of three (3) years commencing June 28, 2022; and
- e) appoint Katherine McCarron of Mahone Bay, Lunenburg County, as a member of the Police (RCMP) Advisory Board, Town of Mahone Bay for a term of three (3) years commencing June 28, 2022.

Signed at Halifax, Nova Scotia this Day of 2022.

**Honourable Brad Johns
Minister of Justice**

A meeting of the Climate and Environment Advisory Committee for the Town of Mahone Bay was held on Wednesday, November 2, 2022 at 9:00 a.m. in Council Chambers

Present

Councillor Penny Carver
Veryan Haysom
Richard Wilson
Gregg Little
Dylan Heide, CAO
Lauren Clark, Climate & Energy Program Manager
Kelly Redden, Deputy Clerk

Absent:

Jamie Stephen (regrets)
James Tilley (regrets)

1. Approval of Agenda

A motion by Councillor Wilson, seconded by Mr. Wilson, "THAT the agenda be approved as presented."
Motion carried.

2. Approval of the Minutes

A motion by Councillor Wilson seconded by Mr. Wilson, "THAT the minutes of the June 1, 2022 meeting of the Climate and Environment Committee be approved as presented."
Motion carried.

A motion by Councillor Wilson, seconded by Mr. Wilson, "THAT the minutes of the July 6, 2022 meeting of the Climate and Environment Committee be approved as presented."
Motion carried.

3. Introductions – New Climate and Energy Program Manager

The committee was introduced to the Town's new Climate and Energy Program Manager, Lauren Clark.

4. Continued Discussion of the Greenhouse Gas Action Plan Review Document

Ms. Clark continued to present the Town's Greenhouse Gas Action Plan Review Document. Will continue at Committee's December meeting.

5. Review Environmental Items in Strategic Plan
Deferred to the Committee's December meeting.

6. Committee Membership – Resignation (Samantha Battaglia)

A motion by Councillor Wilson, seconded by Mr. Haysom, "THAT the Committee recommend to Council that staff be directed to send a letter to Samantha Battaglia, thanking her for her service on the Climate & Environment Committee."

Motion carried.

7. Upcoming Meetings – Scheduling (December, January, February)

Committee members agreed to meet monthly in December, January and February.

Adjourned on motion at 11:03 AM.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Councillor Penny Carver

Deputy Clerk, Kelly Redden