
The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, December 13, 2022 at 7:05 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
Acting CAO, M. Hughes

Absent: CAO D. Heide (regrets)

Gallery: Online & 0 in-person gallery

Public Input Session

Council heard from Tina Hennigar of Mahone Bay about newcomers coming to Mahone Bay as part of the enlarged staff at the new Mahone Nursing Home.

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.

Swearing-in Councillor Lohnes-Croft

The Town Clerk provided Council with a verbal report on the poll statistics from the 2022 Town of Mahone Bay Special Election:

At the close of poll at 7pm on Saturday, November 26, 2022, the votes were as follows:

Suzanne Lohnes-Croft received 286 votes
Bryan Palfreyman received 130 votes
One vote was spoiled
For a total of 417 votes

With a total of 916 qualified voters in the Town of Mahone Bay, the 2022 Special Election saw a 45.5% rate of voter participation.

Following the presentation of the poll statistics, Suzanne Lohnes-Croft swore her Oath of Allegiance and Office and was officially sworn into Council.

Long Service Award

Mayor DeVenne presented Councillor Carver with a ten-year long service award on behalf of the Nova Scotia Federation of Municipalities.

1. Agenda

A motion by Deputy Mayor Kangata, seconded by Councillor Carver, "THAT the agenda be approved as amended to remove item 7.2 Newcomers to Mahone Bay and to add AREA under Council Items." Motion carried.

2. Minutes

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT the minutes of the November 24, 2022 regular meeting of Council be approved as presented." Motion carried.

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT the minutes of the December 1, 2022 regular meeting of Council be approved as presented." Motion carried.

3. Presentations

Council received a presentation from Paul Snow and Tim O'Regan from the Brighter Days Capital Campaign. The presenters requested that Council make a contribution to the Brighter Days campaign of \$50,000 over four years.

4. Correspondence – Action

4.1 George Anderson, MBTCC – MODL VIC.

A motion by Councillor Wilson, seconded by Councillor Carver, "THAT Council write to the Mahone Bay Tourism and Chamber of Commerce that given the circumstances that they are leasing we have no issues or concerns as long as they continue to abide by the conditions of the lease." Motion carried.

5. Correspondence – Information Items

5.1 David Lesiuk – Incident at Tim Hortons.

5.2 Michael Ernst, Titan Maritime – Ghost Gear Update, November 2022.

5.3 George Anderson, MBTCC – Communications RE Electric Rates.

A motion Councillor Wilson, seconded by Councillor Feeney, "THAT Council receive and file items #5.1 – 5.3." Motion carried.

6. Staff Reports

6.1 Council Report

Council received the December 13, 2022 Staff Report to Council.

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

6.2 New Public Works Garage

Council received a staff report with information to support Council's decision regarding the construction of a new public works garage to replace the current garage on Aberdeen Lane.

A motion by Councillor Feeney, seconded by Deputy Mayor Kangata, "THAT Council direct staff to revise the predesign for a public works garage capped at a maximum of \$1.5 million inclusive net HST." Motion carried.

6.3 HOME Program Review

Council received a staff report with a recommendation to direct staff to submit a funding application and use some of the set aside budget to review the HOME program.

A motion by Councillor Carver, seconded by Deputy Mayor Kangata, "THAT Council direct staff to submit an application to the FCM Green Municipal Fund Community Efficiency Financing Initiative to conduct a feasibility study/program review of the HOME Program." Motion carried.

6.4 Joint Building Committee Recommendations

Council received a memo from the Joint Building Committee with recommendations for the three partner Councils in the efforts to create a shared building service in Lunenburg County.

A motion by Councillor Carver, seconded by Deputy Mayor Kangata, THAT Council approve the following twelve points:

1. Dangerous and unsightly property service should not be a mandatory service.
2. Service standard response time goal of conducting a building inspection withing three (3) business days of the request.
3. Building permit applications deemed complete will be reviewed and a response within 14 days of the Builidng Official receiving the information.
4. Quarterly reporting on service level performance.
5. Two-part funding formula

- a. Base charge – calculated from 50% uniform assessment and 50% equal share (Currently estimated at 10% of charge)
- b. Based on number of inspections provided to each unit (Currently estimated at 90% of charge)
6. Each unit would use a standard method of calculating building permit fees based on value of construction.
7. Not to recommend a minimum fee recovery target.
8. Keep the fee revenue in each municipal unit and not include it in the funding formula.
9. All new hires would become employees of the lead agency MODL.
10. Staff not transferred to the lead agency should have their salaries adjusted to the lead agency's salary level. These staff will report to the lead agency's Inspection Services Manager.
11. At least one (1) staff based at the municipal offices in the Municipality of the District of Chester, Town of Bridgewater, and Region of Queens Municipality.
12. Include Town of Bridgewater and Region of Queens Municipality.

Motion carried.

6.5 Community Solar Garden Monthly Update

Council received the Solar Garden Monthly Update for November 2022.

A motion by Councillor Nowe, seconded by Councillor Wilson, "THAT Council accept the November 2022 Solar Garden monthly report for information." Motion carried.

7. Council Items

7.1 Mayor DeVenne – Committee Appointments

A motion by Councillor Carver, seconded by Councillor Lohnes-Croft, "THAT Council approve the citizen appointments to committees of Council as recommended by the Nominating Committee." Motion carried.

A motion by Councillor Wilson, seconded by Councillor Carver, "THAT Council direct staff to inquire of the South Shore Regional Library Board about the rationale for an appointment to that Board and if there is a preference for a community member or a member of Council, and on receiving that answer that Council consider whether an appointment to that Board is necessary." Motion carried.

7.2 Councillor Wilson – AREA

At the November 24, 2022 meeting of Council, Councillor Wilson provided a notice of motion that he would make or cause to be made a motion to defer the AREA dividend payment, but has advised Council that the matter will be discussed again at the AREA

Board meeting in early 2023. Councillor Wilson, Councillor Feeney, and Mayor DeVenne reported to Council that they had brought this discussion forward to the recent AREA Board Meeting at which time the item was deferred to discussion at the next AREA Board Meeting.

8. Committee Reports

8.1 Lunenburg County Senior Safety Program

Council received the November 2022 Monthly Report from the Lunenburg County Senior Safety Program, which was accompanied by a letter of support for the Flourish Centre to receive the Age Friendly Grant signed by the Senior Safety Coordinator.

8.2 REMO

Council received the minutes of the March 221, 2022 meeting of the REMO Advisory Committee.

9. New Business

No new business.

10. Closed Session

A motion by Councillor Nowe, at 9:33 pm, seconded by Councillor Wilson, to go into Closed Session to discuss contract negotiations and personnel matters as permitted by the Municipal Government Act section 22(2)(e) and (c) respectively. Motion carried.

Council returned to Open Session at 10:30 pm.

Business Arising From Closed Session

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT Council approves the purchase of power from Nova Scotia Power for the year 2023." Motion carried.

A motion by Councillor Feeney, seconded by Councillor Wilson, "THAT Council amend the annual budget for 2022-23 to increase the allocation for the purchase of a Pumper Truck for the Mahone Bay and District Fire Department to \$1,250,000."

Motion carried.

Council adjourned upon motion at 10:35 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

CAO, Dylan Heide

DRAFT



Mahone Bay Founders Society

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

Kelly Redden, Deputy Clerk

Town of Mahone Bay
PO Box 530, 493 Main Street
Mahone Bay NS B0J 2E0

December 17, 2022

Re: Heritage Advisory Committee

The Mahone Bay Founders Society is pleased to confirm the appointments of Annette St Onge and Bryan Palfreyman to serve as the representatives of the Mahone Bay Founders Society on the Heritage Advisory Committee for the 2 year period of 2023 and 2024.

I understand both Annette St Onge and Bryan Palfreyman have submitted their applications for the Heritage Advisory Committee and these are on file at the Town Office.

Sincerely

Anne Palfreyman
Chair Mahone Bay Founders Society/ The Mahone Bay Museum

Anti-Racism Task Force

Bridgewater, NS

December 20, 2022



Dear Mayor and Council

The Anti Racism Task Force (ARTF) in Bridgewater has been working with the other Municipalities in Lunenburg County to regionalize the scope and power of Anti Racism on the South Shore. The Town of Lunenburg has graciously provided the use of independent consultants to help move this process forward. These consultants have created a very detailed Terms of Reference for this regionalized approach. At the last meeting they presented their work, and it became very clear that not all players at the table were as informed about the process or the goals. Those of us from the ARTF who were on the meeting were very disheartened by this, we had understood that the process was ready to be implemented and that a Coordinator was about to be hired to fully begin the work. This was not the impression that we were left with after the meeting.

We are writing to ask for your assistance in getting this work started in our County. We understand that getting several councils to work together can be tricky and that it involves many procedures and processes. However, this work is extremely important, and it can't be stalled out by procedures and political differences. The fact that many of these processes were originally created to hold back this work makes it even more imperative that we do all we can to help move it forward.

You have power to make sure that the process is moving forward and that the Coordinator position is advertised and a great candidate is hired. We are here to assist you in any way that you need, we have been in a holding pattern as we wait for the regionalization and coordinator hiring to occur. But we feel that we can no longer continue to hold. As we saw with the incident on Halloween racism is here on the South Shore, that can't be denied. We are asking that you act to make our region better; more welcoming and safer for all.

We know the desire for change and continued anti racism work is a priority for your community and our county. It is time we lead by example and with our actions. Please help us push for the hiring of the Anti Racism Coordinator as soon as possible (as approved in your budgets for this fiscal year) so that this work can move forward.

Sincerely

The Anti Racism Task Force

Maureen Hughes

Subject: FW: Nova Scotia Strong... plus

From: David Puxley [REDACTED]
Sent: November 28, 2022 2:34 PM
To: David Devenne <David.Devenne@TownofMahoneBay.ca>; Francis Kangata <Francis.Kangata@townofmahonebay.ca>; Alice Burdick <Alice.Burdick@townofmahonebay.ca>; Penny Carver <Penny.Carver@townofmahonebay.ca>; Joseph Feeney <Joseph.Feeney@TownofMahoneBay.ca>; Richard Nowe <Richard.Nowe@TownofMahoneBay.ca>; Kelly Wilson <Kelly.Wilson@townofmahonebay.ca>
Cc: Dylan Heide <Dylan.Heide@TownofMahoneBay.ca>
Subject: Nova Scotia Strong... plus

Some people who received this message don't often get email from dpuxley@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from an external sender.

To the Mayor and Councillors of the Town of Mahone Bay:

To begin, I wish to disclose that this letter should not be taken to be “political” in the common sense of that word. Admittedly, I refer to the two major political parties in Canada as Tweedle-Dum and Tweedle-Dee. To my eyes, there’s no light between them. Further disclosure: I’m not a resident of the town, but I live about a two-minute drive from the cenotaph in the centre of Mahone Bay, and consider myself to be a member of the greater Mahone Bay community.

I’m writing to you regarding the billboard next to the VIC on Edgewater Street. It says, “Nova Scotia Strong”. It also bears the insignia of Rotary International. I have nothing but respect for Rotary, but I do object to the billboard, as explained below.

I’ve asked several people – local and beyond – what Nova Scotia Strong means. The most common answer is, “I don’t know.” An expression which has no defined meaning can assume whatever meaning the beholder ascribes to it, and it can easily be code for something else. Sometimes an open-ended expression like that

can spark imagination and creativity. I take credit for coming up with “Building at the Heart of the Community” from the days when I was on the board of the Mahone Bay Centre. The idea was not immediately nor unanimously embraced but, after discussion, consensus was reached. Initially, there was one objection. One board-member thought it should say “The Building at the Heart of the Community” pointing out that without the word “The”, the word “building” could be taken either as a noun or a verb. That ambiguity was exactly what I intended. “Building” could be taken in two ways, both of which were positive.

Sadly, someone (without knowledge of that original discussion and the rationale behind it) has since decided it should say “Building at the Heart of Our Community”. That’s a shame. As soon as you insert “Our” it excludes others, as in “It’s ours; not yours!” That’s another complaint for another time, but I’d love to see that label changed back to its original (intentionally undefined) wording.

In my first paragraph, I disclosed how I refer to the two major political parties. I add, now, that I’ve never voted for either the so-called Liberal Party or the ~~Progressive~~ Conservative Party... and I’ve voted in every federal, provincial and municipal election, for which I was eligible... for the past six decades. I neither like nor dislike our current Prime Minister, but I’m disappointed in him, mostly because of his broken promise regarding “this will be the last first-past-the-post election”.

Probably you, like I, have seen banners, bumper-stickers, and decals which say “F**k Trudeau”. While I’m disappointed with him, I’d never display nor condone such a despicable and juvenile sign anywhere! I’ve seen – on more than one vehicle – that decal alongside a “Nova Scotia Strong” decal. That doesn’t surprise me. The two notions are easily linked and can appeal to the same crowd. I think council has been played. Regardless of the (perhaps) good intentions of the proponents/sponsors of that sign (and the

possible difficulty of taking it down, perhaps creating another issue), it's best to remove it. If asked why it was removed, the answer would be, "It was up for (whatever number of) months, and it was never intended to be permanent."

Until it's removed, be prepared to see the two signs displayed alongside each other by "Freedom Convoy" supporters, and the like.

Respectfully submitted,
David Puxley
Oakland
28 November, 2022

Kelly Redden

From: Town of Mahone Bay Inquiries
Sent: Monday, January 2, 2023 2:02 PM
To: Town of Mahone Bay Clerk
Subject: FW: Your help raising awareness about a hemlock killing bug

-----Original Message-----

From: Tom Rogers <tom.rogers57@gmail.com>
Sent: January 2, 2023 1:13 PM
To: Recreation <Recreation.Dept@bridgewater.ca>; kcunningham@townoflunenburg.ca; Town of Mahone Bay Inquiries <inquiries@townofmahonebay.ca>; recreation@chester.ca
Subject: Your help raising awareness about a hemlock killing bug

[You don't often get email from tom.rogers57@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

CAUTION: This email originated from an external sender.

The Lunenburg County Hikers suggested I contact you.

I am part of a group involved with the control of the hemlock killing bug called the hemlock woolly adelgid (HWA).

The bug was first discovered in western Nova Scotia five years ago and it's slowly moving eastward.

Currently, the leading edge is showing up in the corridor between Highway #10 and Highway #12.

Early detection of the bug makes a big difference in the treatment options and between December and March is the best time to find it.

We're reaching out to groups like yours that may have programs with members out in the forest to see if we might conduct a short information session about what to look for and who to call if you find it.

Is this something you could help us with?

Thank you for your time.

Sincerely,
Tom Rogers
HWA Working Group

BAYVIEW COMMUNITY SCHOOL
110 Clearway Street
Mahone Bay, Nova Scotia B0J 2E0
902 624-2120

January 3, 2023

To Our Generous Supporters:

On behalf of the Bayview Community School's Fundraising Committee, we would like to thank you kindly for the generous donation to our online auction this fall.

It takes many people in order to run our school programs and with people like yourself and your contributions, it becomes a reality. The money raised for the school will assist in providing events, activities and special guests for the benefit of education for the students.

We thank you again for your generosity and we appreciate your support.

Yours in education,

Lamar Eason
Bayview Community School Principal

Mayor Brenda Chisholm Beaton
President, Nova Scotia Federation of Municipalities
Suite 1106, 1809 Barrington Street
Halifax, NS B3J 2K8

Dear President Chisholm Beaton:

Under the provisions of the *Municipal Government Act*, the Minister of Municipal Affairs & Housing (MAH) must provide to the Nova Scotia Federation of Municipalities a 12-month notice for any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter is a supplement to the previously sent notice for such changes for fiscal year 2023-24 and beyond.

The Department of Municipal Affairs & Housing was made aware of another policy change related to construction and demolition debris (C&D) management that will be occurring in the coming fiscal year. The Department of Environment and Climate Change (ECC) has had ongoing dialogue with municipal stakeholders on this change since July 2022; however, the formal letter sent directly from Municipal Affairs & Housing was inadvertently delayed. This letter should serve to outline how this change will be implemented to provide sufficient time for municipalities to prepare, aligning with the provisions of the *Municipal Government Act*.

DEPARTMENT OF ENVIRONMENT & CLIMATE CHANGE (ECC)

Construction & Demolition Debris Regulation and Guideline Changes

The Province has approved changes to C&D debris management in Nova Scotia. These new measures are designed to ensure that C&D debris management (including disposal, storage, transfer and processing) does not cause adverse environmental impacts. ECC completed a review of C&D debris management in response to fires and groundwater impacts that occurred at existing C&D debris disposal facilities, as well as community concerns about facilities that store, transfer, and process these materials. The review included engagement and consultation with municipalities, construction industry stakeholders, environmental groups, waste management stakeholders, and provincial government departments.

Amendments to the Activities Designation Regulations and the Solid Waste Resource Management Regulations mean that, starting on July 5, 2023, chemically treated wood will no longer be accepted for disposal at C&D debris facilities. Instead, these materials can be reused, repurposed, or disposed of in Municipal Solid Waste (MSW) landfills. Storage, transfer, and processing will continue to be permitted for treated wood.

As well, this fall, ECC engaged stakeholders on proposed amendments to the following guidelines:

- Solid Waste Management Facility Guidelines for Construction and Demolition Debris Storage, Transfer, Process and Disposal;
- Solid Waste Management Facility Guidelines for Municipal Waste Transfer.

The guidelines outline details on siting, design, and operational requirements to prevent environmental impacts. Terms and conditions of approvals will outline further site-specific details, which will be developed case-by-case with the facility's respective ECC regional office.

The proposed amended guidelines include an implementation timeline for the ban on treated wood. The implementation of the ban will be staged by having education compliance during the first year to reduce costs associated with adhering to the ban. Municipalities were engaged on this approach during the fall targeted engagement sessions.

In addition, facilities storing, transferring, or processing C&D debris will now require an operating approval from ECC. Previously, only C&D debris disposal facilities required approval. Amending approvals to include C&D transfer, process and storage will be required by July 5, 2023, but any significant terms and conditions will have staged timelines to allow for one year notice. Please note that any new facilities (brand new sites; not currently operating) and expansions of current disposal sites would be subject to requirements starting July 5, 2023.

These changes may affect the following municipalities that operate a MSW landfill, or a facility for transferring, storing, processing, or disposing of C&D:

Municipality	MSW Landfill	C&D Disposal Facility	Waste Transfer Station
Cape Breton Regional Municipality		X	X
Municipality of the County of Inverness		X	X
County of Victoria		X	X (2)
Municipality of the County of Richmond		X	X
Municipality of the County of Antigonish		X	X
Municipality of the District of St. Mary's		X	X
Pictou County Solid Waste		X	X
Municipality of Cumberland			X (3)
Town of Oxford			X
County of Colchester	X		
Municipality of East Hants		X	X
Halifax Regional Municipality	X		X (2)
Municipalities serviced through the Valley Solid Waste-Resource Management Authority			X (2)
Municipality of Digby			X
Town of Yarmouth		X	X

Municipality	MSW Landfill	C&D Disposal Facility	Waste Transfer Station
District of Chester	X	X	
Municipality of the District of Lunenburg			X
Queens Regional Municipality	X	X	
Municipality of the District of Shelburne			X
Municipality of Barrington		X	X
Municipality of the District of Clare			X

Each facility has unique design, operational and business considerations that will result in these changes impacting them differently. ECC has requested and received feedback from municipalities on potential cost implications during engagement sessions related to the regulatory changes and as part of updating the guidelines. ECC is using this feedback to develop approaches that reduce potential cost impacts where feasible. If NSFM or municipalities would like to have further conversations around these changes, please reach out to Don MacQueen at Donald.MacQueen@novascotia.ca.

Should you have any questions regarding the provided information, please do not hesitate to contact either MAH or ECC, as appropriate, for clarification.

Sincerely,



John Lohr
Minister of Municipal Affairs & Housing

December 12, 2022

Maureen Hughes
Acting Chief Administrative Officer
Town of Mahone Bay

VIA E-Mail: maureen.hughes@townofmahonebay.ca

Dear Maureen Hughes:

As you know, annual municipal reporting requirements are detailed in both the *Municipal Government Act* and the *Financial Reporting and Accounting Manual* (FRAM). The Town of Mahone Bay's annual required financial reports have not been submitted to date. The following financial information was due from the Town on or before September 30, 2022.

- Audited Financial Statements and Unaudited Non-Consolidated Financial Statements or Schedule of Funds and Fund Balances;
- Management and Internal Control Letter;
- Financial Information Return (FIR);

We ask that these reports be submitted as soon as possible, as this financial information is also required for our review of borrowing requests, and delays in providing this information may result in processing delays and possible rejection of borrowing requests. It is also important to note that, in accordance with section 19B(1) of the *Municipal Grants Act*, the Municipality's Provincial Grant in Lieu, Town Foundation Grant, and Canada Community-Building Fund (formerly Gas Tax Fund) are being withheld until this information is received by the Department.

If there is anything the Department can do to assist you in this regard, or if you have any questions or require additional information regarding outstanding reports, please contact Rebecca Doucett, Director of Municipal Finance, at either 902-424-2382 or Rebecca.Doucett@novascotia.ca.

Sincerely,



Paul LaFleche
Deputy Minister

- c David Devenne, Mayor, Town of Mahone Bay, david.devenne@townofmahonebay.ca
Dylan Heide, Chief Administrative Officer, Dylan.heide@townofmahonebay.ca
Mark Peck, Associate Deputy Minister, DMAH
Rebecca Doucett, Director of Municipal Finance, DMAH
Nick Barr, Director of Governance and Advisory Services, DMAH




No Log - Prepared by Rebecca Doucett/smh



Report to Council January 10, 2023

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></div><div></div><div></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	Feb., 2023		75%
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%
4	Direct staff to include accessible hearing solutions in the Accessibility Operational Plan, anticipated in 2021-22	25-Mar-21	Jan., 2023		75%

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.


Notes: In progress. Discussion initiated with MODL Planning staff. Timeline coordinated with Plan Mahone Bay process.

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.





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	Feb., 2023	<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	Feb, 2023	<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.
7	Staff to produce a report on the Town's Procurement Policy.	28-Jul-21	March, 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	Feb., 2023	<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>	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	Feb., 2023	<div><div></div><div></div><div></div></div>	75%	Notes: Reimbursement has been issued. Staff continue to work on the necessary financial documentation to coordinate with MODL.

11	Direct staff to issue an RFP for legal services.	28-Oct-21	Feb., 2023	<div><div></div><div></div><div></div></div>	75%	Notes: Following the determination that there is not an attractive option to pursue a regional approach to contracting legal services, an RFP is expected early in 2023.
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	Feb., 2023	<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>	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	27-Jan-22	Feb., 2022	<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	Feb., 2023	<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.. Speed humps have been installed on Pleasant St. and Fauxburg Rd., per Council's direction Sept 29th.

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 2023.			
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 January 2023 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	Feb., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	25%
		Notes:			
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	Feb., 2023	<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	Dec., 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: Report anticipated in conjunction with report on the Town of Lunenburg new Noise By-law for end of January 2023.
25	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> 		Notes: Appointments were made at the December 10, 2022 Council meeting. Additional availability for volunteers will be included in the second round of committee recruitment.
26	Defer the Ghaffari/Mahmoodi request until the resolution of the Plan Mahone Bay process.	11-Oct-22	Jun., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	25%	Notes: Property owners have been notified of the decision of Council.


















27	<p>Make application to the Nova Scotia Utility and Review Board that the number of Councillors for the Town of Mahone Bay be six [...] that Mahone Bay remain undivided by polling districts because it is too small to be divided into polling districts.</p>	11-Oct-22	Nov., 2022		
28	<p>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.</p>	11-Oct-22	Nov., 2022		75%
29	<p>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.</p>	21-Oct-22	Feb., 2023		25%


Notes: Application has been submitted and receipt acknowledged. Staff will update Council once the NSUARB sets a date for their public hearing on the matter.

Notes: In Progress.

Notes: in progress.

34	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			25%
35	Direct the CAO to engage the Town Solicitor to file the necessary paperwork to establish required easements for properties PID #60683810 and PID #60371416.	8-Nov-22	Dec., 2022			75%
36	Refer [request for Truth & Reconciliation crosswalk] to the traffic authority and traffic authority to report back to Council to include discussion with the local First Nation Community and an appropriate painted surface.	8-Nov-22	Feb. 2023			25%
37	Provide a \$200 grant to the Season of Father Christmas to fund their general operations and ask that these requests come earlier in the fiscal year in the future.	8-Nov-22	Dec., 2022			75%
38	Revise the predesign for a public works garage capped at a maximum of \$1.5 million inclusive of net HST.	13-Dec-22	Feb., 2023	Not yet begun		

39	Submit an application to the FCM Green municipal Fund Community Efficiency Financing Initiative to conduct a feasibility study/program review of the HOME Program.	13-Dec-22	Dec., 2022		 Notes: Completed
40	Inquire of the South Shore Regional Library Board about the rationale for an appointment to that Board and if there is a preference for a community member or a member of Council, and on receiving that answer that Council consider whether an appointment to that Board is necessary.	13-Dec-22	Jan., 2022		75% Notes: Correspondence has been sent and staff will share the response with Council when it becomes available.
41	Revise the predesign for a public works garage capped at a maximum of \$1.5 million inclusive of net HST.	13-Dec-22	Feb., 2023	Not yet begun	
42	Council approve the 12 points as recommended by the Joint Building Committee.	13-Dec-22	Jan., 2023		 Notes:
43	Council approve the purchase of power from Nova Scotia Power for the year 2023.	13-Dec-22	Dec., 2022		 Notes: Completed.

44	Council amend the annual budget for 2022-23 to increase the allocation for the purchase of a Pumper Truck for the Mahone Bay and District Fire Department to \$1,250,000.	13-Dec-22	Jan., 2023	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	
	Notes: Completed				



Town of Mahone Bay

Staff Report

RE: 2022 Special Election Update

January 10, 2023

General Overview:

This report is to provide Council with a final staff report on the 2022 Special Election.

Background:

With the resignation of Councillor Burdick, Council set November 26, 2022 as Ordinary Polling Day for a special election to fill the vacant seat on Council. Advance Poll dates were set for Saturday, November 19, 2022 and Tuesday, November 22, 2022 and voting was available starting of November 12, 2022 by phone or internet in accordance with the Town of Mahone Bay Alternative Voting By-law.

Analysis:

Election Results

At the close of poll at 7pm on Saturday, November 26, 2022, the votes were as follows:

Suzanne Lohnes-Croft received 286 votes

Bryan Palfreyman received 130 votes

One vote was spoiled

For a total of 417 votes

With a total of 916 qualified voters in the Town of Mahone Bay, the 2022 Special Election saw a 45.5% rate of voter participation.

Councillor Suzanne Lohnes-Croft was sworn in advance of the December 10, 2022 regular Council meeting.

As there was no call for a recount within 25 days of the election all ballot information was destroyed and staff are in possession of a certificate attesting to the Destruction of Ballot Information.

Alternative Voting

The 2022 Special Election was conducted using solely alternative voting methods, that is online or phone voting. Election staff have once again found that alternative voting methods have provided greater ease of voting in respect to transportation, mobility, scheduling, health consideration, childcare, and any number of other manners. While there are still those who express a wish for a return to paper ballots,

the reasoning is generally due to familiarity. While some attendees at the physical polling stations noted that they are uncomfortable with the use of technology, election staff were able to assist voters to ensure that electors were able to cast their votes.

The Voter Demographics report from the Town's voting provider is attached to this report as Appendix A.

Polling Stations

Physical polling stations were established in the community room of the new firehall on Hawthorn Road, from 12:00 noon – 8:00 pm on the Saturday and the Tuesday preceding Ordinary Polling Day, and from 8:00am until 7:00pm on Ordinary Polling Day. A mobile poll was also available for residents of the Mahone Nursing Home. All physical polling stations made an internet-connected tablet available for electors to cast their votes and the tablet was sanitized between voters; election staff trained to assist voters were available for each physical polling station.

Advance Polls

A total of 10 electors, nine on the first Advance Poll day and one on the second, attended the physical advance polls. Of those voters, two thought that there were paper ballots at the physical polling station; one had an issue logging in which could have been resolved using the helpline; three needed assistance but were joined by family members who were able to help; and four needed no assistance.

Two poll workers were required for each of the Advance Poll Days, as the Returning Officer and Assistant Returning Officer were both available for relief coverage, and a space was booked for 16 hours for the poll. Staff are advised that other municipalities provide an in-person voting kiosk for the duration of the Advance Voting Period, the two weeks prior to Ordinary Polling Day in an election using Alternative Voting methods, in the municipal office during regular business hours so that existing staff can be available to assist voters who may require assistance and/or provide relief for designated election workers.

A confusion in wording between the Nova Scotia Municipal Election Act and the Town of Mahone Bay Alternative Voting By-law was noted by the Town's Returning Officer regarding the description of Advance Polling and staff recommend that a review of the Alternative Voting By-law be performed to address this and any other housekeeping issues following the successful conclusion of two elections using this by-law.

Staff also recommend that at the time of the next municipal election, consideration be given to an alternative to the two days of physical polling stations for Advance Polling Days. A physical polling station for two advance polling days is more suited to paper ballots. Making a voting kiosk available in Town Hall for the voting period is more cost effective, while increasing access for those who would rather vote at a voting kiosk instead of using their own phone or internet. Setting two specific advance polling days may also confuse the fact that electors can actually cast their vote at any point during the two full weeks prior to Ordinary Polling Day.

Staffing

The Town hired a Returning Officer for the 2022 Municipal Special Election, as was also done for the 2018 Municipal Special Election. While any election creates a great deal of additional work for municipal staff, special elections are particularly hectic due to the lack of the predictable preparation time, making a designated Returning Officer of even greater importance. Staff recommend the use of a designated Returning Officer for all elections as the importance of deadlines and strict adherence to legislation is best served by a dedicated staff member. It is not required to have a full-time staff member in this role meaning that the salary expenses are well-worth the availability to the electorate, candidates, and the province, as well as to protect existing work plans for regular Town staff.

The Returning Officer also hires and trains all necessary poll workers and alternates.

Communication

Once again Town staff received compliments on the elections communications, especially with instructions for alternative voting. When the Town first embraced Alternative Voting in 2020, staff developed public education materials working with a designer for the work that is beyond the capabilities of Town staff, and for the 2022 special election that same approach was used to ensure that information was available on how to vote in advance so that electors knew what to expect and could feel confident that they would be able to use whatever method they chose.

The Town also has the advantage of a small enough population that the use of unaddressed ad-mail within the Town limits provides a very effective way of getting information to every household in Town.

A copy of the Notice of Poll and Instructions on how to vote are attached to this report as Appendix B.

Training

Staff have been working with Councillor Lohnes-Croft to provide Orientation to Municipal Government and the governance of the Town of Mahone Bay in particular.

The Town's Municipal Advisor met Councillor Lohnes-Croft to provide a one-on-one approximation of the training provided for new Councillors by the Department of Municipal Affairs and Housing (DMAH).

The Town has, in the past, taken advantage of ongoing training for Councils provided by DMAH; staff recommend that Council give consideration to the occasion of a new person joining the elected body to once again take advantage of such training. DMAH provides a number of training options, and their staff are happy to discuss with Councils specific topics of interest but the department recommendation is to start with a session titled "Governance in a Municipal Context" as a refresher for everyone and as a way to identify possible other training topics.

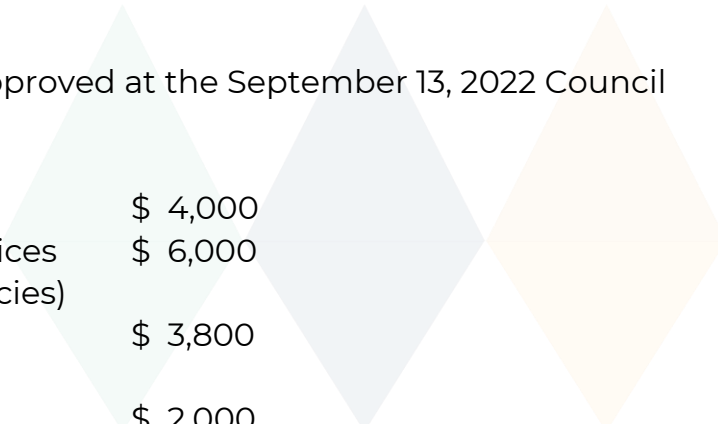
Included in the "Governance in a Municipal Context" training:

- DMAH Overview
- Governance in a Municipal Context
 - o Setting the Stage
 - o Roles Part 1: The Role of Council
 - o Institutional Leadership: The Mayor or Warden and the CAO
 - o Roles Part 2: Municipal Staff
 - o The Municipality Revisited: Bringing it all together

Staff recommend that Council direct staff to coordinate with the Town's Municipal Advisor to schedule a training session in which DMAH staff come to Mahone Bay to provide the above training to Council.

Financial Analysis:

Below is the original budget as approved at the September 13, 2022 Council meeting:



Returning Officer	\$ 4,000
Intellivote Alternative Voting Services (including HST & contingencies)	\$ 6,000
Public Education Campaign (Mail drops, radio spots, etc)	\$ 3,800
Other Election Expenses	\$ 2,000
Poll Workers	\$ 1,700
Total	\$17,500

The final budget for the 2022 Special Municipal Election was:

Returning Officer & Poll Worker	\$ 6,484
Intellivote Alternative Voting Services	\$ 4,385
Public Education Campaign	\$ 1,469
<u>Other Election Expenses</u>	<u>\$ 195 (aprox – more bills expected)</u>
Total	\$12,533

The Town was able to obtain the Intellivote Services for the same cost as had been secured as part of the standing offer for the 2020 Municipal Election and other election expenses were much lower than in the 2020 Municipal Election as staff were able to re-use and re-purpose a number of required pieces of equipment. Staffing costs were marginally higher than anticipated but the dedicated Returning Officer also freed up a lot more time previously supplied by existing Town staff, savings which are not reflected in our current budgeting reporting for elections.

Climate Analysis:

A paperless election eliminates a great deal of paper, pencils, and other disposable supplies, including the extra precautions (shredding, etc) that come with the disposal of election materials. Alternative voting methods greatly reduce the number of people who will drive to a polling station, thereby reducing the carbon output associated with an election.

Links to Strategic Plan:

2.3 Governance to Meet Expectations of our Growing Community.

Recommendation:

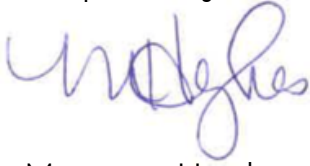
It is recommended that at the January 10, 2022 regular Council meeting

THAT direct staff to review the Town of Mahone Bay Alternative Voting By-law and provide Council with any suggested amendments to ensure clarity following the second election conducted using Alternative Voting Methods.

and

THAT Council direct staff to coordinate with the Town's Municipal Advisor to schedule a Governance in a Municipal Context training session with Department of Municipal Affairs and Housing staff.

Respectfully submitted,



Maureen Hughes
Town Clerk & Deputy CAO

Appendix A: Voter Demographics

Appendix B: Notice of Poll and Instructions on How to Vote





intelivote systems inc

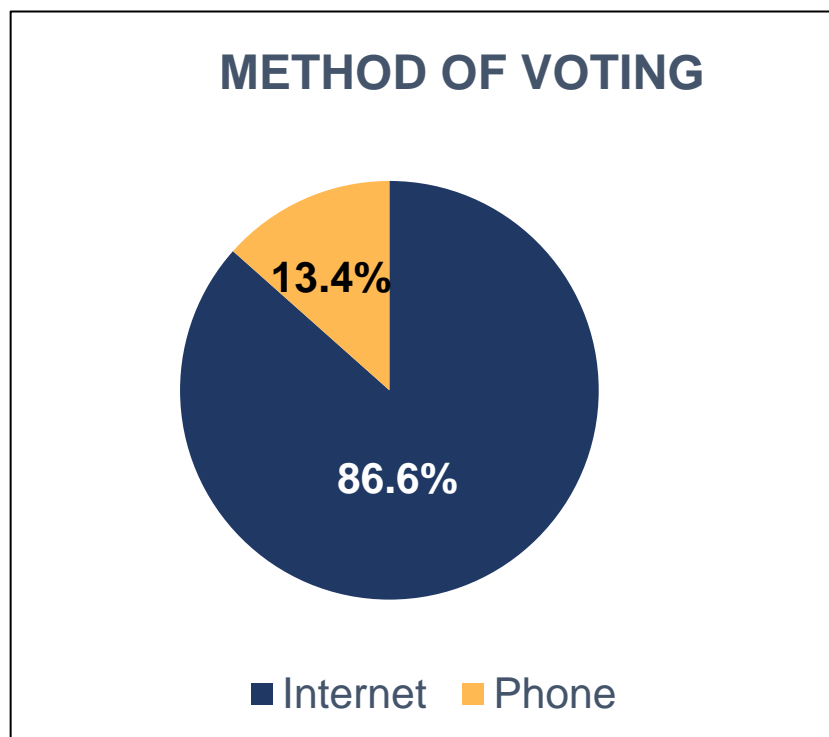
TOWN OF MAHONE BAY 2022 SPECIAL ELECTION

ELECTION STATISTICS

Prepared by: Intelivote Systems Inc.
Date: December 5, 2022

2022 Mahone Bay Special Election Election Statistics

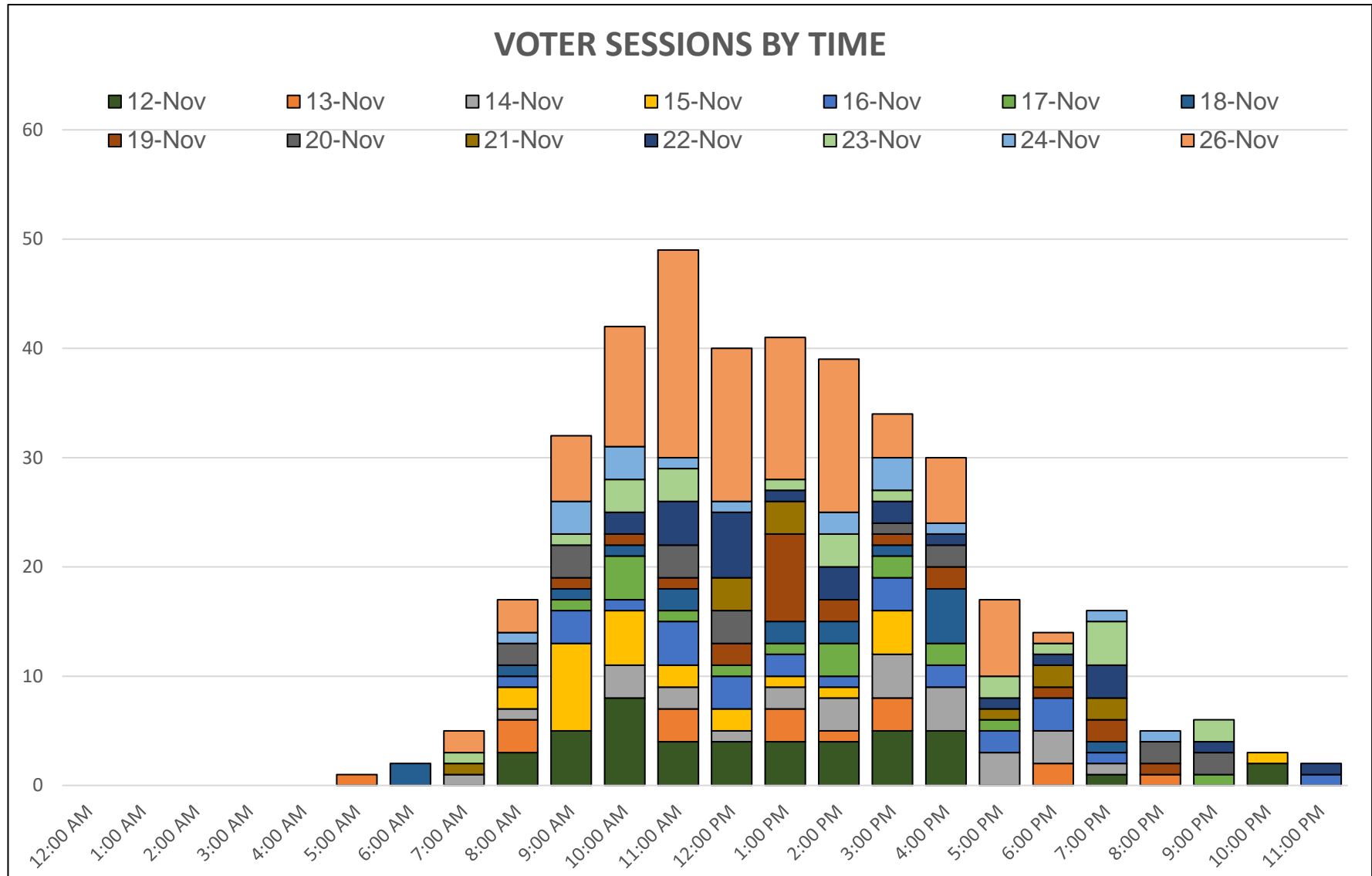
	Information Base	Number	%
1	Number of eligible electors in system.	916	
2	Number of electors who cast at least one ballot.	417	
3	Participation rate.	45.5%	
4	Voters who used the internet to vote.	361	86.6%
5	Voters who used the phone to vote.	56	13.4%
6	Average amount of time a voter spent voting using the Internet.	26 seconds	
7	Average amount of time a voter spent voting using the telephone.	36 seconds	



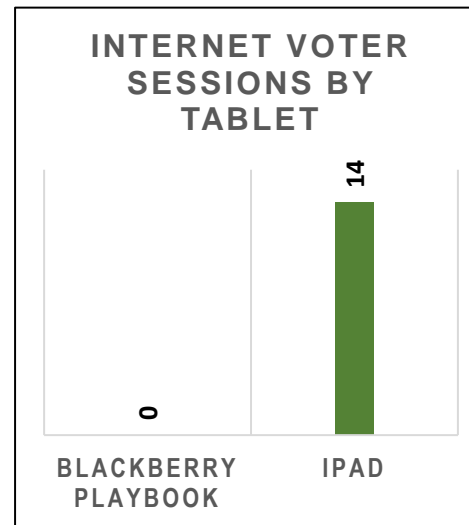
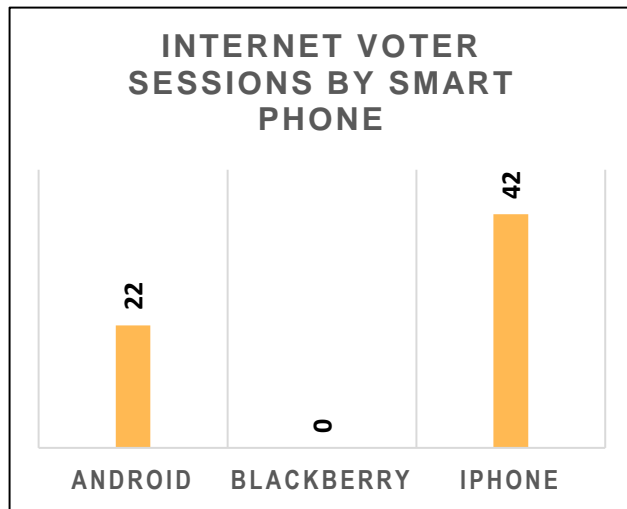
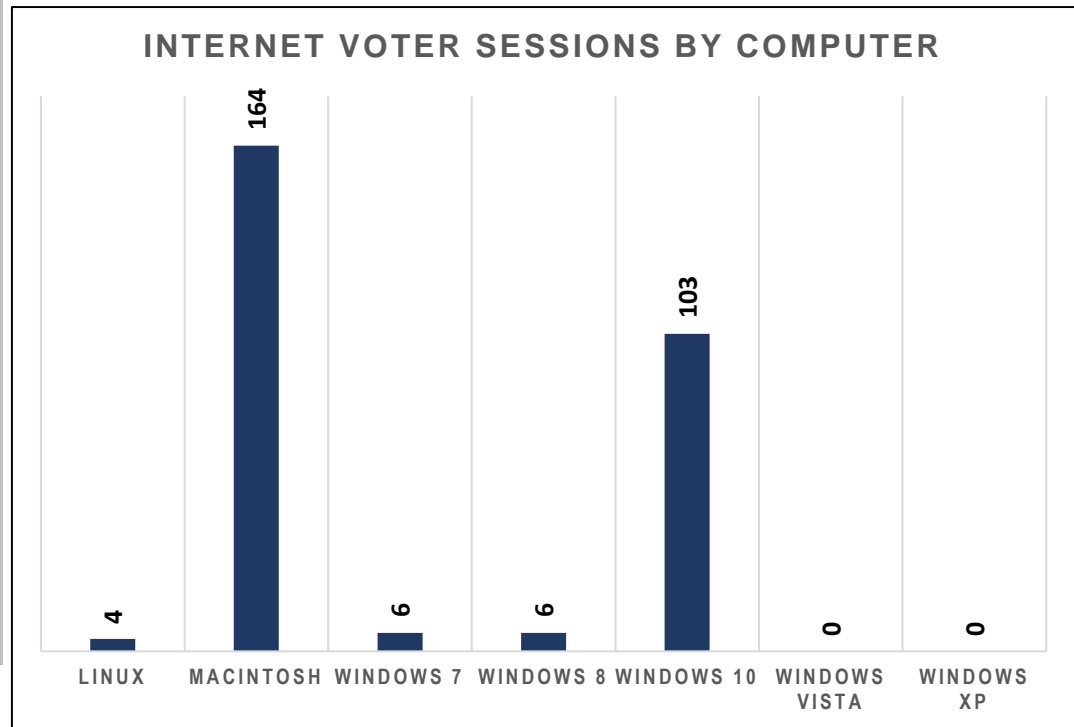
2022 Mahone Bay Special Election

Voting Time Breakdown

Date & Time	12-Nov	13-Nov	14-Nov	15-Nov	16-Nov	17-Nov	18-Nov	19-Nov	20-Nov	21-Nov	22-Nov	23-Nov	24-Nov	25-Nov	26-Nov	Grand Total	%/Hr.
12:00 AM																0	0.0%
1:00 AM																0	0.0%
2:00 AM																0	0.0%
3:00 AM																0	0.0%
4:00 AM																0	0.0%
5:00 AM		1														1	0.2%
6:00 AM							2									2	0.5%
7:00 AM			1							1		1		2	2	7	1.7%
8:00 AM	3	3	1	2	1		1		2				1		3	17	4.1%
9:00 AM	5			8	3	1	1	1	3			1	3	2	6	34	8.2%
10:00 AM	8		3	5	1	4	1	1			2	3	3		11	42	10.1%
11:00 AM	4	3	2	2	4	1	2	1	3		4	3	1	4	19	53	12.7%
12:00 PM	4		1	2	3	1		2	3	3	6		1		14	40	9.6%
1:00 PM	4	3	2	1	2	1	2	8		3	1	1		1	13	42	10.1%
2:00 PM	4	1	3	1	1	3	2	2			3	3	2	4	14	43	10.3%
3:00 PM	5	3	4	4	3	2	1	1	1		2	1	3	3	4	37	8.9%
4:00 PM	5		4		2	2	5	2	2		1		1	1	6	31	7.4%
5:00 PM			3		2	1				1	1	2		2	7	19	4.6%
6:00 PM		2	3		3			1		2	1	1		1	1	15	3.6%
7:00 PM	1		1		1		1	2		2	3	4	1	1		17	4.1%
8:00 PM		1						1	2				1	1		6	1.4%
9:00 PM						1			2		1	2				6	1.4%
10:00 PM	2			1												3	0.7%
11:00 PM					1						1					2	0.5%
Grand Total	45	17	28	26	27	17	18	22	18	12	26	22	17	22	100	417	
%/Day	10.8%	4.1%	6.7%	6.2%	6.5%	4.1%	4.3%	5.3%	4.3%	2.9%	6.2%	5.3%	4.1%	5.3%	24.0%		

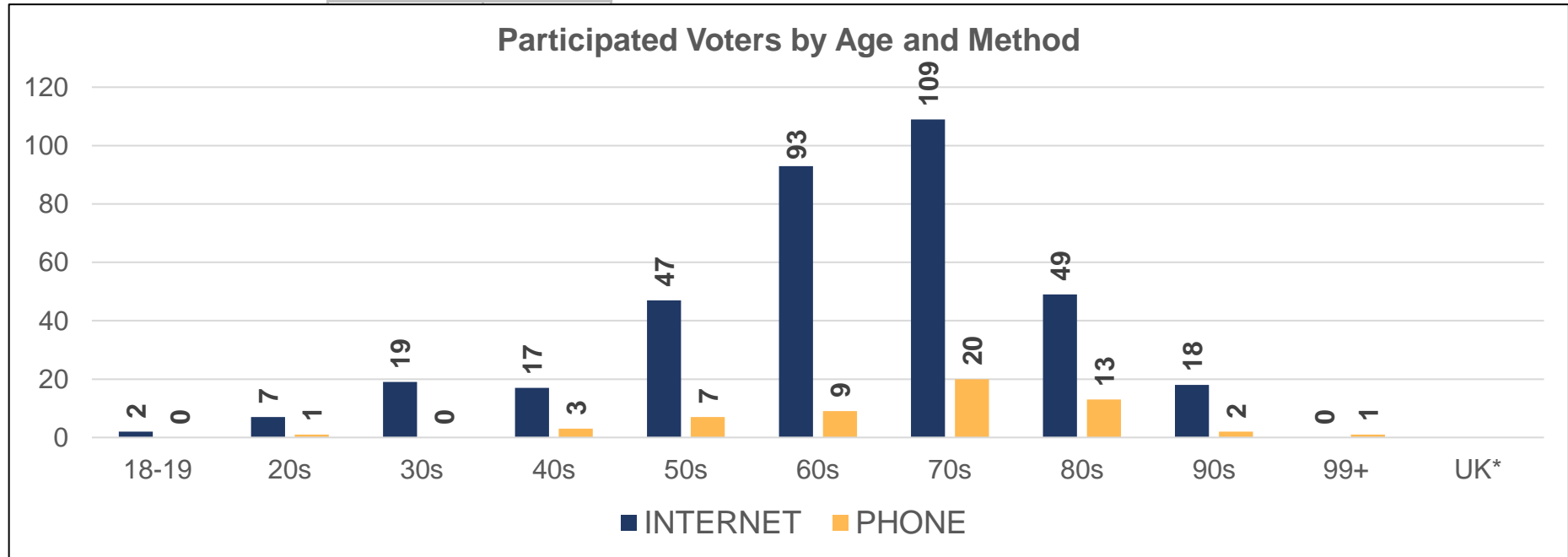
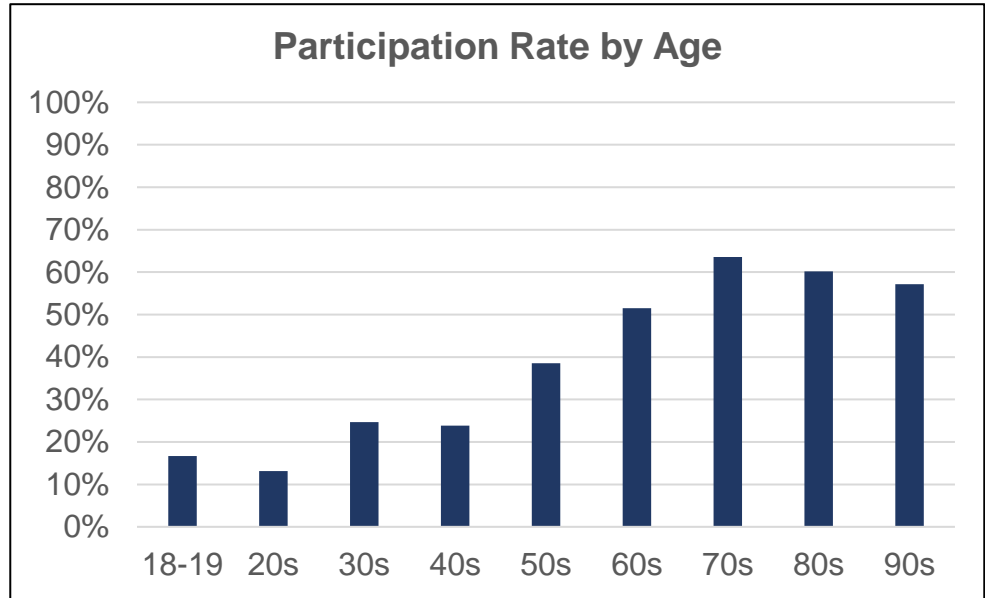


Device	Operating System	Voter Sessions	%
Computer	Linux	4	78.4%
	Macintosh	164	
	Windows 7	6	
	Windows 8	6	
	Windows 10	103	
	Windows Vista	0	
	Windows XP	0	
Smart Phone	Android	22	21.6%
	Blackberry	0	
	iPhone	42	
Tablet	Blackberry Playbook	0	
	iPad	14	
Other	iPod	0	
Total		361	



2022 Mahone Bay Special Election Age Statistics

Age Breakdown of Who Voted					
Age	ELIG.	VOTED	INTERNET	PHONE	% Part.
18-19	12	2	2	0	16.7%
20s	61	8	7	1	13.1%
30s	77	19	19	0	24.7%
40s	84	20	17	3	23.8%
50s	140	54	47	7	38.6%
60s	198	102	93	9	51.5%
70s	203	129	109	20	63.5%
80s	103	62	49	13	60.2%
90s	35	20	18	2	57.1%
99+	3	1	0	1	0.0%
UK*					
Total	916	417	361	56	45.5%
			86.6%	13.4%	



How to Vote in our Paperless Election



Voting by Phone

Saturday, November 12th at 8am until 7pm on Saturday, November 26th

1. Dial 1-866-211-0794 (the phone number will be on the Election Page of our website)
2. A voice prompt will welcome you and ask you to enter your date of birth in the following order: month; day; and year. Use two digits for the month, two digits for the date, and four digits for the year, followed by the # (pound) key.
 - a. (example: March 9, 1952 = 03091952#)
3. A voice prompt will ask you to enter your 8 digit PIN followed by the # key. Enter your unique 8 digit PIN, which you received by mail, followed by # (example: 12345678#)
4. A voice prompt will tell you that your Voter credentials are being validated then a voice will tell you that you are voting for one (1) Councillor and to select ONE of the following:
 - a. To select Suzanne LOHNES-CROFT: press 1
 - b. To select Bryan PALFREYMAN: press 2
 - c. Press the * (star) key to repeat the list
5. Make your selection by pressing the number corresponding to your desired candidate.
6. Press # to confirm your selection or 0 (zero) to change your selections
7. You'll hear a voice repeat back your selection and then you're done.



Voting Online

Saturday, November 12th at 8am until 7pm on Saturday, November 26th

1. Go to mahonebay.isivote.com (the link will be on the election page of our website)
2. You will see an opening page; press "continue" to proceed.
3. You will be asked to complete a 'CAPTCHA' challenge by typing what you see to prove that you are a real person and not a 'bot'. You can also click to listen to the audio version.
4. Click "continue" to proceed.
5. You will be prompted to enter your date of birth using a drop-down menu, then to type in your unique PIN, which you received by mail in the lower right corner of your Voter Information Letter. Click "continue" to proceed.
6. You will see a Welcome page. Press "continue" to receive your virtual ballot.
7. You will see a screen advising you to select one (1) Councillor. The names of the two candidates are listed in alphabetical order. Click on the box beside the name of your choice and then click "Submit" to proceed.
8. You will see a page showing your choice. To confirm your selection, click on "vote now". To change your selection, click on "Return to ballot" and you will be redirected to the previous screen (step 6) where you can choose again.
9. If you choose 'vote now' you will see a confirmation page, click 'continue' to proceed, then a page confirming that you have voted and advising that you can close your browser, and then you're done.

If after several tries you get a response indicating that you have an invalid PIN or that you cannot continue, please call the HelpLine 902-521-0209 for assistance.



Voting in person (tablet)

We will have tablets available for you to vote using the online voting method described above at the Community Room of the Mahone Bay & District Fire Hall, 41 Hawthorn Road, Mahone Bay, on the following dates and times:

Saturday, November 19th
12noon - 8pm

Tuesday, November 22nd
12noon - 8pm

Saturday, November 26th
8am - 7pm



Why are we having a paperless election? For accessibility, for your safety, and your convenience. Alternative voting methods allow people to vote from home at a time that is convenient for them over a longer period of time. Please make your voice heard. Exercise your right to vote.



TOWN OF MAHONE BAY

Municipal Special Election 2022 – NOTICE OF POLL and ADVANCE POLL

A Municipal Special election to elect ONE (1) councillor in the Town of Mahone Bay will be held on Saturday, NOVEMBER 26, 2022. There will be NO paper ballots. Qualified electors may vote by PHONE or INTERNET from 8:00 am Saturday, November 12, 2022, until 7:00 pm Saturday, November 26, 2022, using a unique PIN (Personal Identification Number).

OFFICE
Councillor

CANDIDATES
Suzanne LOHNES-CROFT
Bryan PALFREYMAN

A Mobile Poll will be set up at Mahone Nursing Home, 640 Main St, Mahone Bay for residents only on Saturday, November 26, 2022, from 10:00 am to 4:00 pm.

A polling station will be set up at the following location on the dates specified below for those qualified electors who need assistance that cannot be resolved via the HelpLine. Voting will be by INTERNET ONLY at this location.

	Date	Time	Poll Location
1 st Advance Poll	Saturday November 19, 2022	12 noon – 8:00 pm	Community Room - Mahone Bay & District Fire Hall 41 Hawthorn Rd, Mahone Bay
2 nd Advance Poll	Tuesday November 22, 2022	12 noon – 8:00 pm	Community Room - Mahone Bay & District Fire Hall 41 Hawthorn Rd, Mahone Bay
Ordinary Polling Day	Saturday November 26, 2022	8:00 am – 7:00 pm	Community Room - Mahone Bay & District Fire Hall 41 Hawthorn Rd, Mahone Bay

The Town of Mahone Bay does not have polling divisions – it is one polling district. A list of streets and civic numbers in the Town of Mahone Bay is available for viewing at Town Hall, 493 Main St, Mahone Bay NS during regular business hours Monday to Friday excluding holidays and weekends.

Dated at Mahone Bay, Nova Scotia this 3rd day of November, 2022.

Leah Zinck, Returning Officer
Town of Mahone Bay





MEMORANDUM

TO: Council

FROM: Maureen Hughes, Acting CAO

DATE: January 10, 2023

RE: Appointment of Development Officer

Town staff have been advised that the Municipality of the District of Chester, from which we contract Planning and Development services, has hired a part-time Development Officer to work with Heather Archibald. As such, staff are seeking the following motion to appoint Elaine Brunn Shaw so that she will be able to work on Mahone Bay files:

THAT Council appoint Elaine Brunn Shaw as a Development Officer for the Town of Mahone Bay, effective January 10, 2023 and until such time as the appointment is revoked.

A handwritten signature in purple ink, appearing to read "Maureen Hughes", is positioned above the printed name.

Maureen Hughes
Acting CAO



22



SUCCESS IN THE FACE OF ADVERSITY

Ten years ago, the Town Councils of Antigonish, Berwick and Mahone Bay foresaw a future with significantly higher energy costs and tighter carbon constraints. We are now living in that once-predicted world. To best prepare your towns and citizens, Councils approved in 2013 the creation of the Alternative Resource Energy Authority. Councils tasked AREA to be the driving force behind municipal collaboration aiming to source cleaner and cheaper electricity while bringing the other municipal electric utilities into the fold to preserve cohesion. Despite the unprecedented challenges over the past two years faced by all global organizations and energy consumers, your towns continue to reap significant reward from the decision to establish AREA. As much as this report showcases the results of AREA's recent performance, the Town Councils must be recognized for a decade of dedicated effort, dynamic decision making and leadership, all on behalf of your citizens. It has not been an easy year and it is necessary to remind ourselves that we achieve these significant results collectively.

This Annual Report highlights the rewards of the prudent risk management strategy and entrepreneurial spirit of previous and current councils. The 23.5MW, ten turbine Ellershouse Wind Farm was on time and budget and has consistently met the financial performance expectations set at the time of the investment decision. AREA's customers are the only electric utilities in Nova Scotia to meet the 2020 40% Renewable Energy Standard, achieving such status two years earlier than required. Despite the current inflationary pressure on materials and labour, AREA is keeping the Community Solar Gardens on track. These projects will further protect the Towns and your citizens from unprecedented market energy and carbon costs, bringing the local renewable supply to 55% for our portfolio. Without AREA, your citizens would be consuming less than 30% renewable energy and be substantially more exposed to the long-term effects of the recent quadrupling cost of fossil fuels. Other suppliers of wholesale electricity place their hopes in large, risky projects in far away lands, while your towns have promoted local, rural economic development for the benefit of Nova Scotians.



It is no secret that imported power prices have risen so greatly that they are not attractive for 2023 supply, but times like these showcase the value of our collaboration and our commitment to retaining capable staff. AREA received a commendation from the Minister of Natural Resources and Renewables this Summer for its exhaustive effort and creativity while seeking alternate green energy supplies for the municipal electric utilities. No stone was left unturned as AREA applied for 5-years of Back-Up/Top-Up Service to hedge costs when import prices were low (rejected by NSPI in 2020), attempted to negotiate with existing wind energy facilities coming off long-term contracts, attempted to restart an idled waste biomass power plant and continued to push for imported renewable energy supplies. In the end, the Province's regulatory intervention created a suitable path for a return to the Municipal Tariff while AREA, the Towns and their municipal electric utilities accelerate the decarbonization plan as described in this report.

Each of AREA's 2023 activities is designed to increase citizen benefit from their town's continued ownership of its municipal electric utility and its ownership stake in AREA. In addition to delivering the Community Solar Gardens, managing the Ellershouse Wind Farm and executing the decarbonization plan, AREA will (i) work with the Towns, under Mahone Bay's leadership, to restart the HOME program, (ii) shop for opportunistic imports, similar to 2018 and 2019 activity, and evaluate import opportunities for 2024 and 2025 and (iii) deliver the exciting outcomes referenced in our Board approved Shared Solar business plan, to increase the dividend that AREA pays to the Towns.

AREA is also providing significant support to ensure the financial and operational stability of the various municipal electric utilities including rate studies, general rate applications, succession planning and the ever-complex relationship with NSPI. We will be reviewing AREA and municipal electric utility organizational structures in 2023 to assess the merits of various utility management concepts for the Towns to consider.

As evidenced by securing the \$16 million for Community Solar Gardens, AREA, as a municipal clean energy corporation, is strategically positioned to capture increasing public funding for well-developed clean energy infrastructure projects. The Department of Natural Resources and Renewables staff confirm that AREA's funding submissions are the most comprehensive and most impactful, achieved by meshing our industry insight with our bespoke municipal clean energy project development strategy. This positioning enhances the financial performance of the various decarbonization initiatives. AREA and the Towns were unable to secure funding application assistance from the market in 2022 and therefore, this funding support function will be a focus realm for AREA in 2023.

We have much yet to achieve together, which requires us to draw upon our collaborative foundation while we navigate the entrepreneurial-municipal spectrum. In 2022, AREA demonstrated its ability to adapt to challenging market contexts and ensure benefit for the municipal electric utilities, the Towns and its citizens. It is now time to fully decarbonize the supply of electricity to our towns and help our citizens transition all their energy requirements to renewable electricity. AREA remains the vehicle to best achieve this objective, with the following performance and planning information underpinning this conclusion.

Aaron, Lenta and Andrew

THE NUMBERS

\$8.8 MILLION
DIVIDENDS
PAID TO TOWNS

+6,700
UTILITY CUSTOMERS

7 YEARS
OF OPERATION

\$51 MILLION
IN TOTAL ASSETS

MILLIONS of
WHOLESALE POWER SAVINGS

10 TURBINES
23.5 MW

84%
CLEAN ENERGY

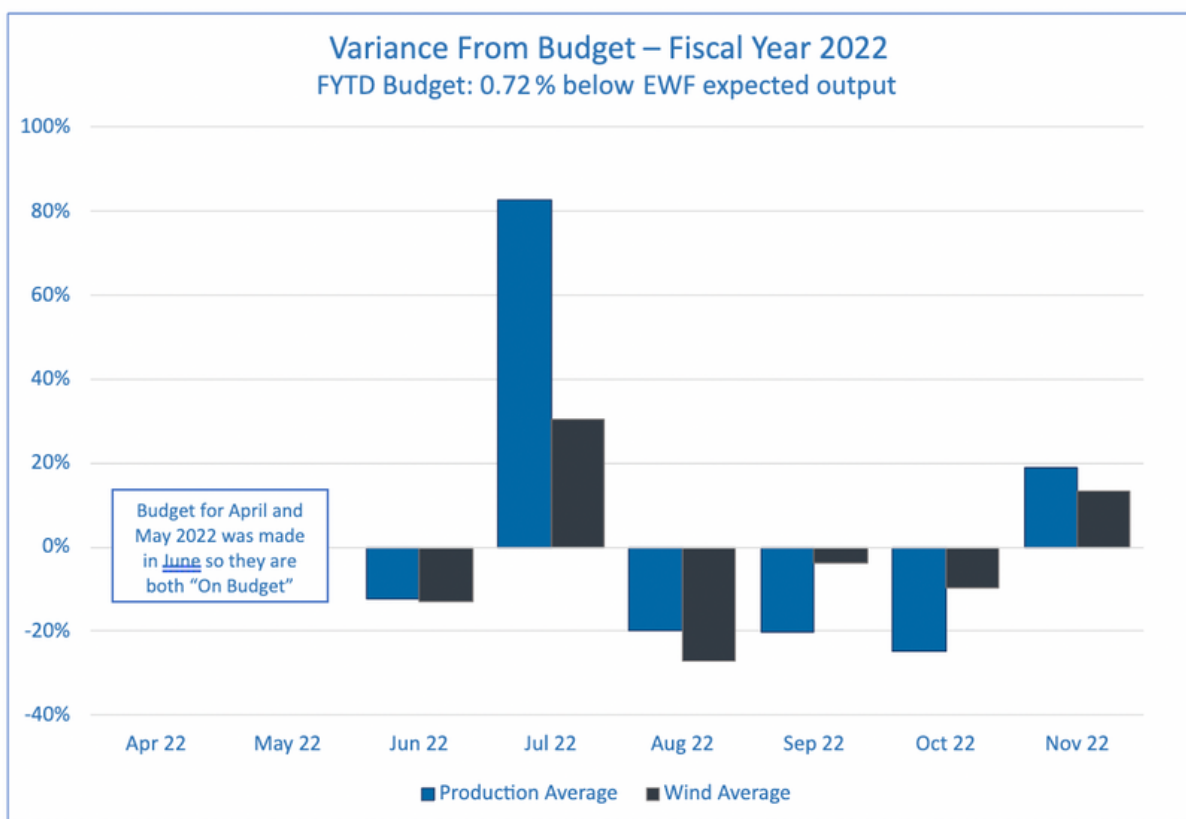
315,410
SAVED tCO_{2eq}

~\$23.3 MILLION

TOTAL BENEFIT TO TOWNS & MEUS



The Ellershouse asset remains healthy and operationally sound. All spare parts, as previously recommended by Strum Engineering, are now either stocked or expected by December. The remedial substation work, suggested by Cormorant after its 2020 substation maintenance work, has been completed by Strum. The chart below illustrates that fiscal year-to-date electricity production is slightly below budget, by about half a percent. Enercon is exceeding contractual performance. As per the contract, Enercon provided a small rebate this fiscal given prior year's uptime miss on Phase 1. We made it through Hurricane Fiona without losing site power - we were curtailed, then restored within 16 hours, likely making Ellershouse the first wind farm to return to service post Fiona. AREA staff are also pursuing operational collaboration opportunities with local, larger industry players to position ourselves ready for supplier component disruption or in a worst-case scenario, supplier bankruptcy.



NSPI curtails wind farm production in the Province from time to time when high wind generation corresponds to Provincial electrical demand in the range of 800MW-1000MW. Ellershoush experienced 75 of these occurrences so far in this Fiscal. Since the last report, AREA and NSP's System Operator successfully tested the exporting of energy to avoid curtailments on November 3rd and 30th, 2022. The energy was sold to NBPower, with whom negotiations for otherwise-curtailed and exported wind energy are ongoing. AREA successfully registered the Ellershoush Wind Farm in Maine's market for renewable energy certificates. There remain a few kinks to iron, and we will only have certainty with NBPower once they confirm their operational systems can easily accommodate our exports (expected by end of January). AREA is pursuing other export and domestic opportunities to manage curtailments.

Ellershoush experienced scheduled downtime on August 30 for substation work, coinciding with a low wind, zero production period. The only other production hit was related to Fiona, with \$16,000 of lost generating opportunities, which AREA staff consider downtime and not curtailment. We consider any downtime and curtailment as delayed, instead of lost, energy because the turbines have a lifetime measured in MWh, not in years. AREA previously stated that whatever production is not realized this year will be extracted at the end of the turbine's economic lifetime; however, the net present value of the delayed realization of profit is what motivates us to seek alternatives for today.



DECARBONIZATION PROGRESS

AREA advanced its wholesale electricity decarbonization plan in 2022 by adjusting to volatile and costly energy markets. For context, AREA secured Low Carbon Communities funding in December 2021 to study various pathways to 100% renewable energy supply and establish the development foundation for clean capacity projects. However, sky high fossil fuel costs drove up both local and import electricity markets for the foreseeable future, making cost-effective and clean energy the priority focus. The results of using time series analysis techniques to study various renewable energy supply portfolios clearly shows that AREA and the MEUs should maximize incremental wind deliveries as soon as possible. AREA subsequently negotiated with industry and secured Council approvals on such an arrangement – achieving 100% NS-based renewable energy by the start of 2026, four years ahead of the 80% Provincial deadline. AREA will be using Low Carbon Communities funding to establish a budget and action plan for expanding AREA's existing Ellershose substation to accommodate the incremental wind.

AREA has maintained focus on clean capacity concept given our expectation that such will eventually be required, regardless of BUTU costing assumptions. AREA continues to perform necessary development steps to ensure the biofuel gensets initiative is ready if the financial benefits of our collective wind assets are not recognized by the UARB in the BUTU capacity costing formula. BDRae confirmed that ample biofuel supplies are locally available, with a high degree of confidence of suitability with used gensets. AREA hired Toromont to use industry best practices for an upcoming 100% biofuel test in Berwick's 500kW genset before the end of January 2023. Remaining Low Carbon Communities funding will be used to design and cost the biofuel handling systems up to genset intake. We are also watching the cost and performance of battery energy storage systems in Summerside and Saint John before AREA or the MEUs consider the role of such technology in our decarbonization plans. We are, however, eager to review the final time series results which will determine the maximum capacity we can secure from batteries inside our decarbonized wholesale electricity supply portfolio.

The proposed assets qualify for funding programs like the Smart Renewables and Electrification Pathways Program (continuous intake), the Canadian Infrastructure Bank (continuous intake) and Investing in Canada Infrastructure Program – sub-stream Climate Change Mitigation (on timelines as defined by the province). AREA will have preliminary conversations with each program administrator and mesh that feedback with the conclusions of our analytical work, resulting in a streamlined, prioritized funding/financing action plan. AREA has a proven track record working collaboratively with Provincial staff to secure federal funding for clean energy projects in NS, as evidenced by our Community Solar Gardens. Regardless of attitudes towards government grants, the funding is available, and if not secured by AREA, it will go to other towns and regions. The Province is cheering local success as noted in their Low Carbon Communities evaluation criteria.



HOME PROGRAM

heatpumpprogram.ca

AREA launched the Heat pump Options Made Easy (HOME) program in October 2020 during the height of the Covid-19 pandemic. Initially, there was a lot of interest in the program; however, the program faced several obstacles: Covid restrictions, supply chain delays and complicated federal incentives.

The HOME program provides customers with a simple, cost-effective, hassle-free solution that enables customer ownership of heat pumps. MEU customers prefer a one-stop-shop heat pump program to address the typical end-user conversion barriers of financing, contractor management, equipment selection and ongoing care.

In answer to this, AREA created partnerships for the financing aspect of the program and the administration for a seamless, one-stop-shop program with a single customer interface without requiring MEU or town staff administrative or operational assistance. Customers pay a single monthly payment that includes the hardware and bi-annual cleaning and maintenance, plus customer care for ten years.

We have heard from our customers that they expect a robust support system and easy-to-reach assistance. After over two years of operation, it is the right time for a complete program review to identify potential improvements and expansion possibilities. Subsequently, the Town of Mahone Bay dispatched staff on behalf of the AREA group to investigate FCM funding to review the HOME program. Through the FCM, further funding might be available to implement the identified improvements and expand the program. Standard energy consumption, conversion rates and profitability suggest that the HOME program already generates income for our MEU collective for the installations enabled by the program.

Despite the challenges, the program has benefited the towns and encouraged the transition to heat pump technology.

COMMUNITY SOLAR

AREA and the towns have a proven track record of taking a leadership position in the adoption of renewable energy and the fight against climate change. Our experience in successfully delivering 20 solar projects for rural municipalities across the province through the Solar for Community Buildings Program, positioned AREA to develop the most significant community solar project in Canada. The 9MW of community solar photovoltaic gardens currently under construction, will affordably increase and diversify the use of renewable energy in the Towns while providing Utility customers with equitable access to renewable energy regardless of their housing situation (renters vs homeowners) or access to capital to install rooftop solar.

AREA's meticulous project management procedures result in cost savings and timeline decreases. An example of this is AREA's decision to purchase modules and inverters ahead of construction to bring price security to the project and to ensure timely delivery in a market where supply delays have become the norm. This proactive decision avoided the 35% increase in cost that AREA would have been exposed to, had we delayed the purchases. Over the past 11 months AREA successfully negotiated construction contracts with our general contractor GP Joule and the medium voltage contractor K-Line. These contracts bring price predictability to large parts of the projects and the ability to procure materials ahead of time.

AREA is very thankful that Lenta Wright filled an unexpected and critical human resource gap that presented early in 2022. Her ability to quickly establish holistic project understanding and subsequently drive performance on the diverse project activities should be recognized. Lenta developed and maintained strong relationships with contractors, municipal staff, Councils and the public, all necessary to manage these challenging projects in unprecedented circumstances. Her commitment to the success of our Community Solar Gardens continues to be extraordinary.

These three projects are the first utility-scale renewable energy projects done within the borders of our towns and as expected, we faced some resistance from a handful of citizens. The opposition by a few residents to proposed developments in their local area is not a new reaction, people often object to developments close to them but will tolerate and even support the same development if it were built further away. During the development and construction of the Ellershouse wind farm, AREA experienced similar opposition and successfully navigated such.



Mahone Bay Solar Garden



Berwick Solar Garden

Together with the towns, AREA addressed the concerns of citizens and delivered the facts of the projects and their development. Although it is not possible to satisfy all the needs of the citizens, AREA develops these projects with environmental considerations and acumen. The need to make room for these projects might alarm some residents, however; once the projects are completed, it will not only deliver the clean energy as promised, but also enhance and conserve the sites they are occupying.

Construction is well underway on all three sites and our current projection is that all three solar plants will be operational in Q4 of 2023. After the winter break, electrical and mechanical work will begin, with the last big component namely the transformers arriving in mid-summer. AREA's focus will remain on delivering these projects on time and within budget, amid significant price pressures and supply chain delays.

After receiving funding for these projects by demonstrating proof of concept, the Province of Nova Scotia announced a "Community/Shared Solar Program" restricting eligibility to select ownership types, including municipalities, selling clean energy into the provincial power grid from projects of similar size to our Community Solar Gardens.



Antigonish Solar Garden

1118 FOUNDATIONS
INSTALLED

5936 PANELS
INSTALLED

ELECTRIC VEHICLE CHARGERS

This initiative portrays AREA and the Towns' forethought regarding the best way to reach net-zero carbon emissions in their MEUs, on the grid and on the streets. It is nearly as important to support the decarbonization of motor vehicles as it is to reduce carbon emissions of the grid, and the towns have identified an efficient way to incrementally do both. By providing the communities with charging stations, more citizens will feel more comfortable in investing in electric vehicles in the towns, reducing range anxiety. This creates a greater level of inclusivity, accessibility, and convenience for people who want to support environmental causes in the Towns of Mahone Bay, Antigonish, and Berwick.

Usage Summary Jan - Nov 2022

1581

CHARGING
SESSIONS

3591

CHARGING
HOURS

\$5477

CHARGING
REVENUE

20495

kWh
OF CHARGING

Mahone Bay

508

CHARGING
SESSIONS

975

CHARGING
HOURS

\$1451

CHARGING
REVENUE

5696

kWh
OF CHARGING

Antigonish

737

CHARGING
SESSIONS

2027

CHARGING
HOURS

\$3142

CHARGING
REVENUE

11024

kWh
OF CHARGING

Berwick

336

CHARGING
SESSIONS

589

CHARGING
HOURS

\$884

CHARGING
REVENUE

3775

kWh
OF CHARGING

40 CHARGING
STATIONS

5 COMMUNITIES

25 LOCATIONS



PO Box 639 / 45 School St, Suite 304 Region 6 Solid Waste-Resource Management Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

Dylan Heide
Town of Mahone Bay
PO Box 530
493 Main St.
Mahone Bay, NS B0J 2E0

December 9, 2022

RE: Budget Approval 2023-24

Dear Mr. Heide,

On Friday, December 2, 2022, the Region 6 Inter-Municipal Committee met regarding the budget for the upcoming fiscal April 1, 2023 – March 31, 2024.

The following motion was passed:

MOTION: to recommend approval of the 2023-24 Region 6 Inter-Municipal Committee Budget in the amount of \$121,379.00 to be invoiced to member councils as presented.
M/C

Pursuant to FINANCES of the Region 6 Inter-Municipal Agreement; items 34 – 39

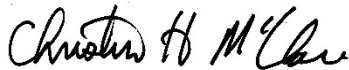
- “34. The proposed Committee budget shall be submitted to the Councils of each of the Parties prior to 4:30 p.m. on December 31st of each year.
35. The Councils of each of the Parties shall approve said budget, or refuse to do so, by 4:30 p.m. on March 14th of the year to which said budget applies.
36. Should the Council of any of the Parties fail to approve or refuse to approve the proposed Committee budget and so notify in writing the Committee by the stated deadline, then the said budget is deemed to have been approved by that Council.
37. The proposed Committee budget shall be binding on all of the Parties if approved by the Councils of 75% or more of the Parties, so long as the Parties whose Councils have approved represent a minimum of 50% of the total population represented by the Parties to this agreement – said figures to be taken from the most recent available Census of Canada statistics.
38. In the event that motions of refusal to approve result in a proposed Committee budget not receiving approval of the necessary majority of Councils, the Committee shall revise the proposed budget taking into account any comments that may have been provided and submit a revised budget to the Councils of the Parties.
39. Should the Council of any of the Parties fail to approve or refuse to approve a revised proposed Committee budget within 45 days after receipt of same then the said budget is deemed to have been approved by that Council.”

Respecting the enclosed budget, please review with your council and respond to Region 6 before 4:30 pm, March 14, 2023 on your approval or refusal.

Should you have any questions on either document please feel free to contact myself at 902-624-1339 or Chair, Wayne Thorburne at 902-543-7771.

If you require my attendance at the council meeting when the budget is up for discussion, feel free to contact me by phone or email.

Regards,

A handwritten signature in black ink, appearing to read "Christine H. McClare". The script is cursive and fluid.

Christine H. McClare BA Psych
Regional Coordinator

encl.



PO Box 639 / 45 School St , Suite 304
Mahone Bay, NS B0J 2E0

Region 6 Solid Waste-Resource Management

Phone: 902-624-1339

E-mail: Christine.McClare@Region6SWM.ca

Region 6 Solid Waste Management

INCOME	2022-23 Actuals as of September 30	2022-23 Projection	2022-23 Budget	2023-24 ESTIMATE
Contracts/Service Agreements				
Education Contract	25,451	80,392	80,392	80,392
Coordinator Agreement	21,643	43,286	43,286	43,286
Enforcement Contract	13,353	89,425	89,425	89,425
Sub-total	\$ 60,447	\$ 213,103	\$ 213,103	\$ 213,103
Stewardship/Incentives				
Dairy Stewardship	0	75,000	75,000	90,000
Diversion ¹	0	310,000	310,000	350,000
Municipal Approved Programs	0	80,500	80,500	80,500
Interest	1,858	1,858		
Sub-total	\$ 1,858	\$ 467,358	\$ 465,500	\$ 520,500
Municipal Contribution				
Municipal Billing ²	97,631	109,422	109,422	127,975
Sub-total	\$97,631	\$109,422	\$109,422	\$127,975
TOTAL	\$ 159,936	\$ 789,883	\$ 788,025	\$ 861,578
Inter-Municipal Reserves Schedule	Previous Years Expenses	F2022-23 Projection	Approved Expense	Program Amount Remaining
Inter-Municipal program	30,000	7,432	30,000	-

EXPENSES	2022-23 Actuals as of September 30	2022-23 Projection	2022-23 Budget	2023-24 ESTIMATE
OPERATING EXPENSE				
Coordinator Salary	33,225	66,450	77,077	85,329
Coordinator Benefits	7,818	12,856	12,856	11,350
Travel (Coordinator)	580	1,161	4,500	3,500
Training and conference	739	1,478	2,000	2,000
Office Rental & Cleaning ³	3,833	7,665	10,000	10,000
Cell phones	356	711	1,100	1,000
Internet/Phone/Fax	519	1,037	1,300	1,300
Office supplies and services	1,605	3,209	3,500	3,500
Computer/materials	524	1,048	1,500	1,500
Insurance	2,582	3,572	3,500	3,700
Administration	-	9,390	9,390	9,390
Legal & Auditor ⁴	8,760	10,000	10,000	10,000
Sub-total	\$ 60,539	\$ 118,576	\$ 136,723	\$ 142,569
EDUCATION				
Education salary	28,535	57,070	59,459	66,305
Educator Benefits	6,314	9,918	9,918	11,279
Travel (education) ⁵	7,580	15,160	10,500	14,000
Advertising	1,570	3,139	1,500	1,500
R6RECYCLES	10,347	11,000	11,000	12,000
Program materials	1,196	2,392	4,000	4,000
Sub-total	\$ 55,542	\$ 98,679	\$ 96,377	\$ 109,084
PAYMENTS TO UNITS				
Enforcement Contract	-	89,425	89,425	89,425
Dairy Stewardship	-	75,000	75,000	90,000
Diversion ¹	-	310,000	310,000	350,000
Municipal Approved Programs	-	80,500	80,500	80,500
Sub-total	\$ -	\$ 554,925	\$ 554,925	\$ 609,925
TOTAL	\$ 116,081	\$ 772,181	\$ 788,025	\$ 861,578
Revenue/Expenditure	\$ 43,855	\$ 17,702	\$ -	\$ -

Notes to BUDGET:

1. Diversion Credits - \$5 million is available Provincial, up from \$4.1 million available last year. It is expected that a new smoothing agreement will take place during this year.
2. Municipal Billing (details below) - this line pays for the operations that are not covered through grant and contracted services. 2023-24 estimate will be decreased by the 2021-22 surplus of \$6,596.

Actual to be billed to municipal members will be **\$121,379.00**
3. Office Rental and Cleaning have been combined into one line on the budget, this amount includes \$9,500 for the office rental and \$500 for cleaning.
4. Legal and Audit Fees have been combined into one line for the budget, this amount includes \$500 for legal and \$9,500 for audit.
5. Current projections include added expenses related to the Summer Intern. 2023-24 will be the first full year back since Covid.



PO Box 639 / 45 School St , Suite 304 Region 6 Solid Waste-Resource Management Phone: 902-624-1339

Mahone Bay, NS BoJ 2Eo

E-mail: Christine.McClare@Region6SWM.ca

TABLE 1: Municipal billing 2023-24			
<i>Municipal Area Serviced:</i>	<i>2021 Population</i>	<i>% of Region</i>	<i>2023-24</i>
Shelburne Shared Services	6,456	6.99%	\$ 8,490.14
Town of Bridgewater	8,790	9.52%	\$ 11,559.53
Town of Mahone Bay	1,064	1.15%	\$ 1,399.24
Municipality of Lunenburg	25,545	27.68%	\$ 33,593.65
Municipality of Barrington	6,523	7.07%	\$ 8,578.25
Town of Clark's Harbour	725	0.79%	\$ 953.43
Municipality of Chester	10,804	11.71%	\$ 14,208.09
Town of Lunenburg	2,396	2.60%	\$ 3,150.93
Region of Queens Municipality	10,486	11.36%	\$ 13,789.90
West Hants Regional Municipality	19,509	21.14%	\$ 25,655.84
Total	92,298	100.00%	\$ 121,379.00



Region 6 Activities Summary 2022-23

Region 6 staff are responsible to delivery Solid Waste Education and Administration throughout our 12 member municipalities. In addition to representing and liaising for the region at the provincial level and accomplishing the required activities under the Education and Regional Coordinator contracts with Divert NS, some focus areas included:

Education

- Exit 9 Hwy 103 Carpool lot Litter Reduction Pilot Project. A sign and bag dispenser have been installed and instructed users to take a bag, fill it up and take it home. If the pilot is effective, more sites will be considered.
- Collaboration with Scotian Shores group to clean up Ghost Fishing Gear and other litter on our beaches and coastlines. This group of volunteers does the clean up and we work with the municipalities for disposal of what is collected. At Cape Sable (Cape Sable Island, Barrington) they have removed over 75,000 pounds of gear including over 1250 lobster traps!
- An on-going Social Media campaign aims to reduce litter and educate on proper waste management. Posts are an additional and effective way to reach more of our residents and businesses (What Goes Where Wednesday, Let's Be Clear Litter Doesn't Belong Here and many more).
- Outreach to educate MJSB residents and businesses on the changes to organics collection (no plastic-like bags in the cart and fast-food packaging as garbage)
- Assisting municipal By-law Enforcement staff to achieve compliance.

Administration

- Continuing to work with the province to work towards implementing Extended Producer Responsibility for Printed Paper and Packaging (EPR for PPP). Once implemented over the next several years, municipalities will get paid by the manufacturer to manage their products.
- Working with the Province to mitigate the impact to municipalities with the coming ban on pressure treated lumber. New methods will be required to keep pressure treated timber separate from other wood and be sent for disposal/diversion at Municipal Solid Waste landfills rather than Construction & Demolition (C&D) Disposal sites. Additional changes for some units, will be to have a site operating permit for facilities that process, store or transfer C&D. Currently only disposal sites require.
- Working with units to report Datacall (comprehensive reporting to the Province on full cost accounting for management of solid waste) information in the new system. This reporting is critical to obtaining Diversion Credits and Dairy Funding. It is expected that the new system will allow us to access reports for comparing municipalities costs and performance once the data is tabulated.
- In-depth reporting of fluid milk packaging managed to maximize funding to Region 6 units.

Christine H McClare
Regional Coordinator
Dec 9, 2022



Town of Mahone Bay

Staff Report

RE: Electric Zero Turn Mower
Approval

General Overview:

The purpose of this report is to provide Council with information and a recommendation increase the budget allocation for the purchase of one (1) electrically powered Zero Turn Mower rather than the one (1) gas powered Zero Turn Mower that was approved in the 2022-23 Capital budget.

Background:

Town staff currently use a small Kioti garden tractor with an attached flail mower to cut grass at the Mahone Bay soccer and ball fields, water and wastewater plants, Freeman Veinot loop, Jubilee Park and the Aquatic Gardens. The current flail mower is more narrow than the track width of the rear tires of the tractor, which requires additional trips back and forth to mow the same area. In addition to this efficiency poor maneuverability and the large size of the tractor also makes it unable to complete lawn cutting at all of the noted locations which also requires a push mower and/or grass trimmer to complete.

A Zero Turn Mower was approved in the 2022-23 capital budget to improve the quality of the work as well as reducing the time to mow grass and staff are now making procurement plans to have this Zero Turn Mower for the spring of 2023.

Analysis:

A Zero Turn Mower can either be gas, diesel or electric and all three would perform equally when conducting the cutting tasks. The amount submitted to the 2022-23 capital budget was based on a gas-powered mower but staff have done research on electric powered model in keeping with the Town's Greenhouse Gas Reduction Action Plan (GGRAP).

Action #10 of the GGRAP establishes a target of 100% electrification for the Town's small vehicle fleet by 2030 (the target for electrification of larger fleet vehicles is 2040). The estimated useful life of a Zero Turn Mower purchased in 2023 would likely see it still in use by Public Works as of 2030.

Climate Analysis:

Burning a full tank of diesel in the Kioti tractor (30L tank capacity) would create **81.1 kg** of CO₂e. Burning a full tank of gas in the Toro zero-turn (37.8L tank capacity) would create **86.3 kg** CO₂e.

Using a full battery charge in the electric Toro zero-turn would create **9.4 kg** of CO₂e (assuming that 40% of electricity is from the Ellershouse wind farm, and the remainder being supplied by NSP and that the 2022 emission coefficient for NSP electricity is the same as it was in 2020). Emissions from electricity would be reduced even further with the solar garden coming online, and other efforts to decarbonize the Town's electrical supply in the coming years.

An electrically powered mower of the same make and model is significantly higher in purchase cost but eliminates a substantial amount of moving engine parts, it is easier to maintain, the electrical cost of charging is lower than the cost of gasoline, and it is in compliance with the Town's commitment to the Mahone Bay GGRAP.

Financial Analysis:

A gas powered Zero Turn Mower is \$14,500 plus HST. The same electrically powered mower is \$51,000 plus HST. The 2022-23 approved budget for a Zero Turn Mower is \$15,000 meaning an additional \$38,500 is required for the Town to select an electric model.

Purchase was to be funded from Town EQ Reserve. Projected balance at March 31, 2023 – per annual budget with \$15,000 forecast for mower purchase – was \$217,679. Approving the recommended increase in the allocation for the mower – to \$53,500 – would result in an estimated reserve balance of \$179,179 at March 31, 2023.

Recommendation:

It is recommended that:

THAT Council increase the budget allocation for the purchase of an electrically powered Zero Turn Mower (rather than the currently budgeted gas-mower) to \$53,500, to demonstrate the Town's commitment to the Mahone Bay Greenhouse Gas Reduction Action Plan.

Respectfully submitted,



Jonathan Uhlman

Public Works and Transportation Manager



Councillor Carver
Motion for Consideration
January 12, 2022

THAT Council direct staff to write a letter thanking Paul Snow and Tim O'Regan from the Brighter for their presentation to Council on December 13, 2022 and to advise them that the Town of Mahone Bay is regrettably unable to make a contribution to the campaign due to provisions of the Grants to Organizations Policy.

A meeting of the Climate and Environment Advisory Committee for the Town of Mahone Bay was held on Wednesday, December 7, 2022 at 10:00 a.m. in Council Chambers

Present

Councillor Carver
Councillor Wilson
Veryan Haysom
Richard Wilson
Gregg Little
James Tilley
Lauren Clark, Climate & Energy Program Manager
Kelly Redden, Deputy Clerk

Absent:

Dylan Heide (regrets)
Jamie Stephen (regrets)

1. Approval of Agenda

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

2. Approval of the Minutes

A motion by Mr. Haysom, seconded by Councillor Wilson, "THAT the minutes of the November 2, 2022 meeting of the Climate and Environment Committee be approved as amended to add Councillor Wilson as present." Motion carried.

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

Ms. Clark continued to present the Town's Greenhouse Gas Action Plan Review Document, starting at action 13.

A motion by Mr. Haysom, seconded by Mr. Little "THAT the committee recommend that council fund replacement of the pump-out station at a cost of \$12,000 at the Mahone Bay Civic Marina and work toward blue flag designation of the harbour.

Motion carried.

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

Next meeting will be held at 10:00am on January 4th.

Next meeting

Review TOR

Discussion about wave suppression and wind damage

Prioritization of adaptation plans and strategies

Recommendation of a monitoring plan or monitoring protocol

Adjourned on motion at 11:41am

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Councillor Penny Carver

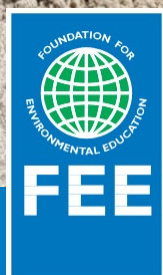
Deputy Clerk, Kelly Redden

BLUE FLAG



& the

SUSTAINABLE DEVELOPMENT GOALS





On 25-27 September 2015, at the United Nations Headquarters in New York, the Heads of State, Governments and High Representatives agreed upon the 17 Sustainable Development Goals (SDGs) for 2015-2030. They nominated 2015 as a landmark year for sustainability, as the transformative agenda for people-centred targets for the coming years is set to face contemporary global challenges. The economic, social and environmental dimensions of the SDGs seek to address poverty, hunger, disease, fear and violence, education, healthcare, social protection, sanitation, safety, sustainable habitats and energy.

Blue Flag is a world-renowned ecolabel trusted by millions around the globe. The mission of Blue Flag is to promote sustainability in the tourism sector, through environmental education, environmental protection and other sustainable development practices. Thanks to Blue Flag and its partnerships, more than 4,500 beaches, marinas and eco-tourism boats are concretely contributing to the sustainable development goals. Blue Flag also campaigns against disparity, inequality, unemployment, health threats, depletion of natural resources, environmental threats, pollution and general environmental degradation. Through this document, we want to share how Blue Flag engages and contributes to the Sustainable Development Goals

Blue Flag cooperates with





How does Blue Flag contribute to ending poverty?



- Blue Flag contributes to fight poverty by supporting local economies through increasing tourism and promoting free access to beaches, business activities and services.
- Blue Flag creates job opportunities related to the maintenance and management of beaches, marinas and eco-tourism boats.
- The environmental education activities organised by Blue Flag on its beaches, marinas and boats supports local green activities or initiatives related to education, health, sanitation and infrastructure.
- Access to sea through beach and environmental management standards ensures that the communities that have been traditionally dependent on ecosystem services continue to enjoy the benefits in years to come.
- The improved infrastructure creates opportunities for new technologies and skills that have impact on other work sectors in the local communities.

SOUTH AFRICA

Thanks to the 'Tourism Blue Flag' scheme, in South Africa, Blue Flag beaches offer paid jobs in various functions, such as lifeguarding, beach cleaning, beach rehabilitation, tourism support and environmental education to people from disadvantaged communities. The initiative is a three-year project implemented by WESSA, Blue Flag National Operator in South Africa, in partnership with the National Department of Tourism. Only impoverished and previously disadvantaged community members living in the proximity of the sites are allowed to apply to these positions.

The Beach Stewards are hosted by local coastal municipalities and are involved in activities such as monitoring of beach activities, conducting of visitor surveys as well as other data gathering, providing updates on weather and general beach-conditions via Twitter, coordinating environmental education activities for school-going children and assisting lifeguards. Overall, over 200 youth are employed to support municipalities with Blue Flag. Thanks to this project, the participants acquire environmental management and other skills, and increase their chances to find employment in the future.

To know more, check this out: <https://www.blueflag.global/new-blog/2018/12/11/tourism-blue-flag-program-by-wessa>



DOMINICAN REPUBLIC

Blue Flag awarded sites contribute greatly to the Dominican tourism sector, creating jobs and decreasing poverty among locals.

In Dominican Republic many communities depend on tourism, as beach tourism represents 8.4 % of the gross domestic product. Through Blue Flag, sustainable tourism services are growing, and people are employed in Blue Flag beaches in order to ensure that the necessary services are provided (e.g. lifesaving).





Blue Flag and zero hunger

- Blue Flag promotes food security through activities such as supporting local sustainable fishing communities, protecting fishery nursery habitat and spreading sustainable agriculture practices.
- Blue Flag enhances international cooperation in food industry, technology development and rural infrastructure.
- Blue Flag is strongly committed to fight food waste and overexploitation of natural resources through raising awareness activities for children and adults, protecting ecosystems and recycling rainwater in order to reduce the consumption of drinking water. These initiatives encourage sustainable development, benefit local agriculture, stimulate the economy and have a positive impact on ending poverty and hunger.



NEW ZEALAND

Only one third of most fish is ever eaten with many of those offcuts ending up in landfills as waste. At the Outboard Boating Club Marina in Auckland there are facilities for boat owners to clean and fillet their own fish. Thanks to the Kai Ika Project, running since 2016, the offcuts (fish heads, frames and offal), which would normally have been discarded, are now stored and delivered daily to Papatūānuku Kokiri Marae (Maori Meeting Ground). This initiative contributes to reducing hunger and reinvigorating the Maori cultural tradition of using all parts of the fish, providing nutritious food for up to 60 families in this community where fast food outlets are increasingly common. To date, Outboard Boating Club have given away more than 30 tons of fish offcuts as part of this project since 2016. Recently the Kai Ika project was highly commended at the New Zealand Sustainable Business Network Awards in the category Repurposing Food.





DOMINICAN REPUBLIC

One of Blue Flag's goals in Dominican Republic is to educate people about the sustainable use of natural resources (including food) and larger ecosystems management. Through educating people on these topics, the risk of hunger is also reduced, as waste is avoided and food can be enjoyed by a wider number of people. Particularly, children are involved in activities regarding the importance of fisheries and marine biodiversity.





Blue Flag contributes to the achievement of goal 3



- The Blue Flag has a positive effect on healthy living and well-being. The programme supports initiatives for sustainable healthy community development and welfare.
- The sites engaged in Blue Flag support a healthy lifestyle by raising people's awareness through safety education activities.
- Blue Flag environmental quality standards help creating clean and healthy environments in order to minimize illnesses, infections or contagious diseases.
- The beach activities promote active lifestyles and social wellbeing.
- The Blue Flag safety standards mitigate possible accidents on the beach.

SPAIN

Blue Flag as an ecosystem service provides numerous health and recreational benefits to humans. For instance, lifesavers on Blue Flag beaches in Spain play an important role in the prevention of accidents and promote healthy habits at the beach, related to sun bathing, swimming and biking. Additionally, workshops to teach kids aged 3 to 12 and adults anti-drowning and safety procedures have been organised on some Blue Flag beaches in Spain. In 2018, 17,405 adults and 13,970 kids have participated and learnt about important lifesaving techniques.





ENGLAND

At Brighton Beach, Brighton NHS mental health services have a wild swimming group for people with depression and mental health problems. Research suggests that cold water immersion can help with these illnesses and reduce medication.

In Scarborough Blue Flag beaches health walks for elderly people who might feel lonely are organised.

Additionally, the '3 p's pooh, pee, paper' promoted by the Blue Flag National Operator in England, Keep Britain Tidy, is aimed at reducing sanitary waste in the sea, thus helping the achievement of this goal.





Environmental education as an essential part of Blue Flag

- One of the main pillars of the Blue Flag programme is environmental and sustainability education. Many initiatives launched by Blue Flag raise awareness of sustainable development in freshwater, marine areas and boats.
- In order to challenge local authorities and sites operators to achieve high standards in water quality, environmental management, environmental education and safety, Blue Flag fosters environmental education activities through which people gain an all-round locally relevant or placed-based education.
- Blue Flag strongly believes that an important way to raise awareness for sustainable and environmental issues is giving equal access for men and women to the teaching for understanding eco-tourism and environmental sectors.



NEW ZEALAND

Barefoot Sailing Adventures, a New Zealander Blue Flag Sustainable Tourism Boating Operator, on each trip educates its passengers about the local conservation project, Project Island Song, which aims at restoring ecological balance in the islands of the Eastern Bay of Islands (Ipipiri). These islands have been pest mammal free since 2009, they have had thousands of trees planted, and five rare and endangered species reintroduced. Barefoot Sailing Adventures donates a portion of each ticket sale to the project and recently has been invited to provide input into the Project Island Song 10 year-plan.





CYPRUS

CYMEPA, the Blue Flag National Operator in Cyprus, promotes and encourages the participation of local authorities in relevant educational actions and workgroups that have a regional or international dimension. An example of this is the MELTEMI (marine litter transnational legislation enhancement and improvement) two-year project, funded by Interreg Balkan-Mediterranean, with eight partner organisations from four countries, Cyprus, Albania, Bulgaria and Greece. The project aims at enhancing the legal framework and increasing the capacity of public authorities, stakeholders and society in reducing and acting against marine litter pollution.



SLOVENIA

In Slovenia, Blue Flag often participates in conferences and undertakes environmental education activities with the collaboration of the Eco Schools programme. Summer libraries, where books are lent for free to the beach visitors, are also organised on the Slovenian beaches. This activity is organized by a public Koper City Library in collaboration with the beach operators (or by beach operators themselves) on all the Slovenian coast and it is free for all to use. Sometimes the Library is offering also public book readings for kids and/or presentations of new books, thus contributing to SDG 4.





Blue Flag and gender equality



- Blue Flag is a non-political and non-religious programme. It involves women and men, regardless of age, race, gender, religion, or socio- economic status in its projects.
- Blue Flag actively supports the employment and empowerment of women and local minorities in all positions, aiming at strengthening their involvement in the society and workplace.
- Safety on the beaches is a key factor in Blue Flag and in sustainable tourism in general.

MEXICO

In Mexico, SDG 5 is ensured through several activities aimed at promoting gender equality on Blue Flag beaches and put an end to all forms of violence against women (SDG 5.2). As part of an initiative called 'Orange days', a successful activity to raise awareness on sexual harassment and violence was organised in Isla Mujeres. Moreover, in Mexico, more than 50% of Blue Flag local beach operators are women, including a municipal director of ZOFEMAT (Federal Maritime land area). Through Blue Flag, women are empowered to participate in leadership projects.

WALES

As in most Blue Flag countries, in Wales there is no gender discrimination on Blue Flag beaches: both genders are employed as lifeguards (i.e. male and female are on patrol at the same time) and related jobs have equal pay. Wales is also considering the idea of implementing 'safe spaces' for women on the beach.





Water quality and sanitation at the core of Blue Flag

- The Blue Flag programme promotes sustainable development in freshwater and marine areas. It challenges local authorities and site operators to achieve high standards of water quality, environmental management, environmental education and information, safety and services. Several Blue Flag initiatives concern the monitoring of bathing water quality and safe swimming.
- The programme aims at increasing water-use efficiency through capturing and using rainwater. Through several criteria, Blue Flag promotes water savings and clean water, minimizing the environmental footprint and promoting good cleaning and recycling practices in beaches, boats and marinas.



SPAIN

As the Blue Flag programme promotes the compliance with the European Directive for Waste Water Management, important improvements in the waste water treatment plants have been achieved in Spain thanks to Blue Flag.





SLOVENIA

In Slovenia, Blue Flag has had a crucial role in speeding up the building of the Waste Water Management system on the Slovenian Coast and in sharing the water quality data with the public. Nowadays, the achievement of SDG 6 is also helped by a solid collaboration between Blue Flag and the Slovenian Environmental Agency, which is also part of the Blue Flag national jury. A code of conduct for their boat was signed with them and several collaborations – meetings and conferences – have been initiated. Blue Flag is also part of the emergency communication plan of the Agency.





How does Blue Flag contribute to the achievement of SDG 7?



- The Blue Flag promotes energy saving initiatives and innovative solutions to reduce energy consumption. Thanks to Blue Flag campaigns to promote and implement good energy practices, solar panels, wind turbines and energy saving light bulbs are often used in Blue Flag awarded beaches, marinas and boats.
- The programme develops sustainability policies in order to provide sustainable energy infrastructures and services. It encourages the use of independent and separated energy systems through photovoltaic energy production in order to reduce greenhouse gas emissions and go towards “zero energy consumption”.

SWEDEN AND BULGARIA

This goal can be realised within the context of the Blue Flag programme through marinas, and individual boat owners, but also through the encouragement of sustainable services.

Particularly, in Bulgaria there are two Blue Flag sites that allow only sustainable transportation at the back of the beach. In one of them, only electric vehicles, rickshaws and horse carriages are allowed, and in the other one only electric golf cars.

Also in Sweden, the use of electric vehicles is promoted across all sites. There is in fact a strong demand for charging station, hence why, for instance, the Blue Flag marina of Pampas has built a charging station for electric vehicles. Additionally, another Blue Flag beach is located at the camping site of Lagunen, which buildings run with certified renewable energy, also contributing to this goal.





Blue Flag fosters decent work conditions and economic growth

- Blue Flag helps and promotes the creation of new jobs and the employment of local staff, through the sustainable development of sites and their surroundings.
- Blue Flag addresses equitable employment and promotes inclusiveness through informing and engaging staff, guests and local communities.
- The programme favours sustainable tourism in the seaside areas, enhancing in this way full and productive employment and minimizing the environmental footprint. Therefore, Blue Flag contributes to decouple economic growth from environmental degradation.



NORTHERN IRELAND

In Northern Ireland all the Blue Flag beaches and marinas play an important role in attracting tourism throughout the Country. The participating Blue Flag sites each host a series of events throughout the bathing season offering potential visitors plenty of opportunities to find something for them to enjoy. The hospitality sector in Northern Ireland also benefits greatly from the programme, due to the increased visitor numbers throughout the bathing season. Many of the Northern Irish Blue Flag sites have become renowned destinations for their stunning scenery, excellent water quality and the broad range of amenities on offer.

UKRAINE

In Ukraine, Blue Flag helps developing modern beaches and coastal areas: for instance, recreation facilities and sustainable tourism infrastructures have been built in order to comply with the Blue Flag criteria and obtain the Blue Flag award, helping economic growth. This is a beneficial innovation for Ukraine as the new infrastructures built according to the Blue Flag standards are part of anti-coastal erosion projects, that were never erected before in Ukraine for such purposes. Blue Flag in Ukraine thus contributes to economic growth and to prevent environmental degradation.





Sustainable industry, innovation and infrastructure with Blue Flag



- Blue Flag supports innovation within the areas of environmental management. The programme increases resource-use efficiency and fosters clean and environmental sound technologies.
- Blue Flag actively promotes sustainable infrastructure, as well as construction of access for people with disabilities.
- Blue Flag encourages the development and use of sustainable transportation.
- Blue Flag is a good framework for coastal zone management.

CYPRUS

In Cyprus, several actions are undertaken in order to help achieve this goal. Affordable public transportation to the beach is promoted, together with the use of bicycles and footpaths. Innovative ways to allow everyone to access the beach are also undertaken, such as amphibious wheelchairs or pathways on the sand. On Blue Flag beaches, the seaweed that is found on the shore and which can become a nuisance, is disposed of in an environmentally friendly way, for example, through composting or through its use as a fertilizer.

DOMINICAN REPUBLIC

Blue Flag awarded sites promote infrastructure development, in order to meet the requirements and services needed to be part of the Blue Flag programme. In Dominican Republic, thanks to the Blue Flag, there are now adequate infrastructures to allow people with disabilities to access the beach and lifesaving towers have also been built. The quality of infrastructures near Blue Flag awarded sites is in fact higher than in other coastal areas, thus contributing to this goal and sustainable development in general.





Inequalities are reduced thanks to Blue Flag

- The Blue Flag criteria are formulated to allow sites of differing size, resource, and global location to be eligible to participate in the programme.
- Through Blue Flag, sites in developing countries are encouraged to play an active part in the global economy.
- One of the Blue Flag's goals is to achieve equality in terms of ensuring equal services to all. In other words, reducing inequalities through providing the same standard of infrastructures and services for disabled people worldwide.



SPAIN

In Spain, big and small, rich and poorer municipalities, marinas and eco-tourism boats receive the same Blue Flag award. Moreover, in most Blue Flag beaches in Spain people with disabilities can access both the beach and the water. Additionally, in Spain, Blue Flag beaches are promoted as a public space, and are accessible to everyone.





GREECE

A great example that shows how Blue Flag contributes to reduce inequalities (SDG 10) is the beach cleaning that took place in Limni beach (Attiki) where all the participants were adults, with mental disabilities. The participants attended a talk from educators about the natural environment, litter and the time different material need to decay in and out of water. After that, the participants were divided in small groups and undertook a beach cleaning activity.





Blue Flag for sustainable cities and communities



- The Blue Flag's local stakeholders such as municipalities, hotel managers or marina owners must build safe and sustainable services. Blue Flag recommends construction and renovation of buildings to be carried out under an environmental management plan put in place before the start of the project and encourages the use of environmentally friendly products.
- With respect to the local conditions and the protection of the marine heritage and natural habitats, the programme involves local communities by promoting, supporting and engaging in environmental education activities.
- Through awareness raising events and campaigns directed to the local communities and tourists, Blue Flag highlights the importance of tackling environmental issues in order to improve the sustainability of human settlement through planning and management. Moreover, it actively supports local green transport infrastructure alternatives.
- Sites' resilience is encouraged through the protection of green cover, especially mangroves, that reduces the impacts of hurricane and storms. The green cover also reduces coastal erosion.
- The environmental management standards and practices increase proper management of waste.

SOUTH AFRICA

Blue Flag stewards are trained in environmental education. Part of their day to day activities involve providing awareness to tourists visiting the beach. However, not only tourists are part of this transformation: Blue Flag stewards also distribute information and tips on sustainability to local communities and low income schools, while also promoting the use of the beach by its local stakeholders and contributing to the achievement of this goal.





UKRAINE

Sustainability, along with education, is at the core of Blue Flag implementation in Ukraine. In Odessa, in semi-desert and eroded coastal zones, new Blue Flag standard infrastructures for beaches are implemented. This is done following a sustainable approach to urbanization and housing. The same type of renovation happens in Kiev, where Blue Flag is transforming the capital city's beaches into attractive beach recreational zone and helping its development as a more sustainable city.





Responsible consumption and production encouraged by Blue Flag

- The Blue Flag believes in the importance of providing relevant education to people in order for them to understand sustainable patterns of consumption. The programme promotes initiatives to monitor sustainable development in the sustainable tourism sector, as the promotion of sustainable fisheries and environmental protection. It encourages sustainable management and efficient use of natural resources in marine areas.
- The programme promotes the use of clean, renewable and efficient energy, and the increase water-use efficiency through capturing and using rainwater among other best practices. It also improves water quality through promoting the minimum release of softeners in the aquatic environment.
- Through several criteria set, Blue Flag encourages people to save water and keep it clean, minimising the environmental footprint and promoting sustainable practices. Various environmental education activities take place in order to prevent, reduce, reuse and recycling waste.



NETHERLANDS AND US VIRGIN ISLANDS

In the Netherlands, several municipalities have started installing water taps next to the beaches, thus contributing to this goal. These water taps promote responsible consumption of water and help avoid single-use plastic on the beach, which could lead to pollution.

In the Us Virgin Islands, food and beverages outlets at Blue Flag sites have eliminated plastic straws and greatly reduced their general single use plastics. This decision has had the effect of educating people on the environmental issues related to plastic, while promoting responsible consumption and production.





Blue Flag and climate action



- The Blue Flag programme is characterized by its whole-institutional approach, aiming at raising awareness on climate change and on strategies to reduce the environmental footprint worldwide.
- The programme aims at encouraging sustainable tourism through the promotion of sustainable management at all levels and towards all kind of stakeholders: schools, businesses, public organizations, tourists, local communities.
- Increasing recycling and the use of alternative energy are some of the mitigating actions undertaken by the programme.
- The protection of green cover and local biodiversity put forward by Blue Flag helps ensuring a healthy ecosystem that contributes to both climate change adaptation and mitigation.

PUERTO RICO

Blue Flag inherently addresses climate action via educational activities required on the sites. In Puerto Rico one strategy is to connect schools and private companies to site activities. A special focus is climate and shoreline resilience to develop resilient communities to climate impacts. During the disastrous 2017 hurricane season many communities suffered coastal floods, and mangroves and other vegetation have been removed. After that, at least two reforestation activities per beach have been done as to educate tourists and communities and as mitigation measures. Indigenous plants, along other recommended vegetation, are used, in order to reduce shoreline erosion and promote dunes restoration.





DENMARK

Among the activities to fight climate change, in Denmark ocean bins are used to remove marine waste from Blue Flag beaches. The ocean bins make it possible for volunteers to remove larger pieces of marine debris that does not fit in regular bins. They thus provide a solution for beach visitors that want to make a difference in a local perspective by removing marine debris. The ocean bins in Denmark are used at the Danish West Coast where the majority of masts wash up. They are placed at selected beaches that are known to have beach visitors all year round. The bins are placed at the beach almost the entire year but are generally removed during high summer where the number of beach visitors are high.





Blue Flag helps protecting life below water

- The Blue Flag programme promotes the sustainable development of freshwater and marine areas. It challenges local authorities, beach operators and sustainable boating tourism operators to achieve high standards in water quality, environmental management, environmental education and information, safety and services. Several of its initiatives concern monitoring of bathing water quality, conservation of biodiversity and coastal ecosystem, safeguarding swim.
- The programme prevents and reduces marine pollution, minimizing the impacts of the stakeholders on ocean acidification and promoting the minimum release of chemical products in the aquatic environment. Moreover, Blue Flag supports green fishing communities, the protection of fishery nursery habitat, coral reefs, sea turtles and other endangered species, fauna and flora.
- The Blue Flag encourages to look upstream to improve water quality standards that motivate action in the watershed.



DOMINICAN REPUBLIC

In Dominican Republic, Blue Flag promotes the conservation of key species and marine ecosystems such as mangroves, seagrass and coral reefs. On Blue Flag sites, activities such as turtles release, reforestation and monitoring of coral reefs are very often undertaken.





SPAIN

In Spain, Blue Flag promotes the protection and monitoring of seagrass and Posidonia meadows. This seagrass is endemic to the Mediterranean Sea, and plays a vital part in this regional ecosystem. Blue Flag also promotes the involvement of municipalities and marinas in the management of marine protected areas, as well as the dissemination of their significance among the citizens. Additionally, Blue Flag marinas near a Marine Protected Area must display a code of conduct on how to navigate around those areas and sustainable boating tour operators promote sustainable observation of cetaceans and support marine investigation on board.





Blue Flag and life on land



- Blue Flag stakeholders, through the promotion of sustainable tourism and sustainable environmental activities, develop programmes for biodiversity conservation of the coastal marine area, especially endangered species.
- Blue Flag emphasizes the importance of protecting species to maintain equilibrium conditions in the oceans, especially coral reefs and beaches. The programme encompasses also the sustainable use of the terrestrial ecosystem through nature and recreation, encouraging, for example, sustainable harvesting practices. It supports birdlife conservation providing minimalist facilities for bird watching.

ICELAND

In Iceland, the Blue Flag awarded sustainable boating tourism operators carry on whale watching, puffin watching and aurora borealis tours. These tours not only allow tourists to discover the Icelandic marine environment, but they also contribute to this goal as they provide people with information about the local natural environment and they educate them on species and ecosystem protection.





ITALY

If a Municipality wants to run the Blue Flag Programme, it has to hand over documents concerning biodiversity conservation. In fact, the closer the attention for the environment, the higher will be the score of the municipality on this criterion. In Italy, conservation of endangered species, such as the 'caretta caretta' turtle and the 'fratino' bird, is part of the work of Blue Flag. This is performed through monitoring and environmental education activities. The protection of these species through the programme is undertaken not only during the bathing season but also during the rest of the year.





Blue Flag helps the achievement of SDG 16

- The Blue Flag programme encourages the engagement of societies and institutions in sustainable development and eco-tourism, requiring accountability and promoting inclusiveness between stakeholders from different sectors at local, national, and international level.
- Blue Flag promotes people's cooperation regardless of age, gender, religion and socio-economic status. It works towards peaceful and just societies, inclusive and accountable, with a strong presence of diverse groups, and encourages guests visiting the Blue Flag sites to be actively involved with sustainability activities and sustainable management of resources.



TURKEY

Blue Flag contributes to the achievement of this goal, creating strong networks for municipality cooperation and acting as a bridge between public sector, private sector and other organisations. With the support of other organisations and NGOs, it fosters peace and justice.

SLOVENIA

In Slovenia, social justice is promoted through the inclusion of people with disabilities in beaches and marinas. Moreover, justice and strong institutions are promoted through the commitment of Blue Flag sites to comply with several local and regional laws and regulations, such as the European Bathing Water Quality Directive.



Blue Flag partners with NGOs, private and public stakeholders and organisations to achieve the SDGs



Blue Flag's global profile consists of cooperation and partnerships between multiple stakeholders from the public, private and NGO sectors at the various levels: at the local level, between the establishments and tourists, suppliers and the local community, and at the national and international level between NGOs, corporate partners, public authorities and ministries, UN entities and other partners are committed to sustainable tourism. Partnerships between these actors are crucial in sharing knowledge, expertise, technology and financial resources to support the achievement of the Sustainable Development Goals.

JAPAN

In Japan, it is not as common to have accessibility for all, especially in leisure sites. This is also true for the organisations structures, who often work vertically rather than horizontally, and where different sectors rarely work jointly. Thanks to Blue Flag, partnerships between governments, organisations and municipalities are undertaken, especially when it comes to accessibility matters. The community approach that Blue Flag helps create can be considered very advanced in Japan and is advancing the achievement of the SDGs.



NEW ZEALAND

Blue Flag cooperation with research organisations is fundamental to contribute to the SDGs. For example, in New Zealand, a marina is working with the local university to carry on a research on Specialised Coatings Study in the Marine Environment. A testing apparatus has been installed at the marina to determine if various specialised coatings attract marine growth organisms on marine fixtures under the water. Shell fish such as oysters and mussels assist in the cleansing of water by filtering the silt.



Positive change on a global scale

The Foundation for Environmental Education (FEE) runs the **Blue Flag** programme globally. With members in 76 countries we are the world's largest environmental education organisation. Through our five ground breaking programmes, we help communities realise the benefits of sustainable living. Recognised by UNESCO as a world leader within the fields of Environmental Education (EE) and Education for Sustainable Development (ESD).

Visit our website: www.fee.global

Countries where Blue Flag operates:

Bahamas, Belgium, Brazil, Bulgaria, Canada, Croatia, Cyprus, Dominican republic, Denmark, Estonia, England, France and French overseas territories and departments, Germany, Greece, Iceland, Ireland, Israel, Italy, Japan, Jordan, Latvia, Lithuania, Malta, Mexico, Montenegro, Morocco, Netherlands, new Zealand, Northern Ireland, Norway, Poland, Portugal, Puerto Rico, Romania, Russia, Serbia, Slovenia, South Africa, South Korea, Spain, Sweden, Turkey, United Arab Emirates, US Virgin Islands and Wales.

Coming up soon:

Argentina, Cabo Verde, Chile, Colombia, Finland, India

If you would like to know more about the Blue Flag programme, please contact us:



Sophie Bachet Granados
International Blue Flag Director
Foundation for Environmental Education

sophie@fee.global
+4561248081



A meeting of the Heritage Advisory Committee for the Town of Mahone Bay was held on Wednesday, December 14, 2022 at 5:30 p.m. in Council Chambers.

Present:

Councillor Joseph Feeney (chair)
Councillor Penny Carver
Annette St Onge
Bryan Palfreyman
Mayor David Devenne
Deborah Trask, Heritage Researcher
Kelly Redden, Deputy Clerk

Absent:

1. Approval of Agenda

A motion by Councillor Carver, seconded by Ms. St. Onge, "THAT the agenda be approved as amended to add item 6, 100th anniversary of the placement of the cenotaph."

Motion carried.

2. Minutes

A motion by Ms. St. Onge, seconded by Councillor Carver, "THAT the minutes of the October 13, 2022 meeting of the Heritage Advisory Committee be approved as presented."

Motion carried.

3. Review - TOR

The committee reviewed the Terms of Reference for the Heritage Advisory Committee. Committee members will send notes on the TOR to Ms. Redden who will compile this information for the January meeting of the committee.

4. Annual Plaquing Ceremony – Town Hall

The committee will discuss this item at their January meeting.

5. Meeting Time

The next regularly scheduled meeting will be held at 3:30pm. At that meeting, a regular meeting time will be discussed and determined.

6. 100th Anniversary of the Placement of the Cenotaph

The committee discussed whether something could be done to commemorate the 100th anniversary of the placement of the cenotaph.

The meeting adjourned by motion at 6:35pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Councillor Joseph Feeney

Deputy Clerk, Kelly Redden

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, JANUARY 21, 2022

*The South Shore Regional Library Board administers South Shore Public Libraries.
South Shore Public Libraries celebrate reading, discovering, learning and sharing.*

Present: Mr. Patrick Hirtle Chair
Councillor David Brown
Councillor Stacey Colwell
Councillor Tina Connors
Councillor Michelle Greek
Ms. Marie Hogan Loker
Ms. Cathy LeBlanc
Ms. Diane Racette
Mr. Tom Sheppard
Ms. Kara Turner
Mr. Jeff Mercer, Acting Chief Librarian
Ms. Christina Pottie, Staff
Ms. Lynn Robart, Recorder
Ms. Holly Sweet, Staff Association

Regrets from: Councillor Jennie Birtles, Ms. Wilma Stewart-White and Mr. Mark Taylor.

Motion: "THAT the South Shore Regional Library Board accept the
Minutes of the October 18, 2021 as circulated."
RACETTE/Hogan Loker All in favour. Motion carried.

LBANS REPORT

Christina gave a synopsis of the December meeting. LBANS is working on a strategic plan, Christina will send the Board the notes from the strategic plan brainstorming session. SSPL needs a member to serve on LBANS.

EQUITY, DIVERSITY AND INCLUSION PLAN

The Equity, Diversity, Inclusion Statement draft was circulated with the Agenda. Christina reported that research for this Statement included other library statements, suggestions from individuals, and the Canadian Library Association statement. The last paragraph includes a call to action for staff, board, and volunteers. Dianne suggested that paragraph two be changed to be more inclusive/less prescriptive. The updated draft statement will be shared at the next meeting with the Bridgewater Anti-Racism Task Force.

STAFF ASSOCIATION – no report.

3RD QUARTER SPENDING REPORT

The 3rd Quarter Spending report was circulated with Notice of Meeting. It was reported at the end of the 3rd Quarter we have a surplus of \$70,000.

Motion: "THAT 3rd Quarter Spending Report was approved by the
Board as presented."

HOGAN LOKER/Bruhm

All in favour. Motion carried.

NEW MOBILE

Councillor Greek asked why the old Bookmobile was being used the last few weeks being instead of the new one. Jeff replied that the Bookmobile is in Halifax having some warranty work done to fix a bad vibration that happens when driving.

CORRESPONDENCE - Staff Association letter

Board went in-camera to discuss letter.

Motion: "THAT the South Shore Regional Library Board move in-camera"
RACETTE/Brown All in favour. Motion carried.

Motion: "THAT the South Shore Regional Library Board move out of in-camera."
GREEK/Bruhm All in favour. Motion carried.

CHIEF/CEO LIBRARIAN RECRUITMENT

It was established that Tom Sheppard will be the lead for hiring CEO/Chief Librarian. Tom will review material used for the last hire twelve years ago and will forward it to Patrick, Marie, Michelle, Kara, Cathy, David and Cindy.

SSPL 50th ANNIVERSARY

It was requested that SSPL 50th Anniversary celebrations be placed on the agenda for future meetings.

NEXT MEETING

The next meeting will be in March.

ADJOURNMENT

Cindy Bruhm moved the meeting adjourned; seconded by David Brown.

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, March 23, 2022

*The South Shore Regional Library Board administers South Shore Public Libraries.
South Shore Public Libraries celebrate reading, discovering, learning and sharing.*

Present: Mr. Patrick Hirtle Chair
Councillor David Brown
Ms. Cynthia Bruhm
Councillor Stacey Colwell
Councillor Jenni Birtles
Councillor Michelle Greek
Ms. Marie Hogan Loker
Ms. Cathy LeBlanc
Ms. Diane Racette
Mr. Tom Sheppard
Ms. Kara Turner
Mr. Jeff Mercer, Acting Chief Librarian
Ms. Christina Pottie, Staff
Ms. Lynn Robart, Recorder

Regrets from: Councillor Tina Connors and Ms. Wilma Stewart-White

Chair Patrick read a Land Acknowledgement and asked the board if they would agree that we start each meeting with this.

Motion: “THAT the South Shore Regional Library Board accept the Minutes of the January 21, 2022 as circulated.”
BROWN/Greek All in favour. Motion carried.

LBANS REPORT

The next meeting of the LBANS will be April 23 at 10 am in Truro. If anyone wishes to attend on behalf of the board please contact Christina.

THOMAS H. RADDALL/REGION OF QUEENS

The Region of Queens has set aside three million dollars for a new library in Liverpool. A committee made up of the SSPL CEO, a Library staff member, two members of the Board, two Thomas H. Raddall library users and Region of Queens staff will be commissioned to begin this work.

Motion: “THAT David Brown and Tom Sheppard volunteer to be on the new Liverpool Library Committee.”
RACETTE/Brown All in favour. Motion carried.

Councillor Brown left the meeting to attend a Council Special Meeting.

EQUITY, DIVERSITY AND INCLUSION

Christina updated the board by sharing new possibilities for further EDI staff development. Christina asked that the board approve the second draft of the EDI Statement as amended from board suggestions.

Motion: "THAT the draft Equity, Diversity and Inclusion Statement be adopted by the board.
BROWN/Marie All in favour. Motion carried.

Equity, Diversity, Inclusion Statement

South Shore Public Libraries Board believes that a diverse and pluralistic society is central to our community's identity. Libraries have a responsibility to contribute to a culture that recognizes diversity and fosters social inclusion. Libraries strive to deliver inclusive service. South Shore Public Libraries Board recognizes and energetically affirms the dignity of all people we serve.

South Shore Public Libraries is committed to fostering a diverse, equitable and inclusive community in which all people, including borrowers, employees, and volunteers, feel welcomed and can thrive. We are committed to providing equitable access to all facets of the library experience and to providing the resources that further these objectives.

Creating a diverse, equitable and inclusive community is an ongoing and evolving process. The Board, employees and volunteers challenge ourselves to do this work on a personal and institutional level, with empathy and mutual respect.

Cathy LeBlanc suggested we look at Halifax Public Libraries, and their response to the 94 Calls to Action from the Truth and Reconciliation Commission actions we can work on as well.

STAFF ASSOCIATION

A letter was received from the Staff Association with a request to add one additional staff person to sit on the policy review committee. The committee will consist of the CEO, two board members and two members of the staff association.

The letter also reiterated a request to engage an independent third party to conduct confidential interviews in order that people who may have feared reporting harassment or offensive behaviour will feel safe to report. The request is noted and acknowledged, however, the Board requires a process based in policy for this to take place. It is the Board's vision and intention to support staff's request in that future revisions to the Respectful Workplace Policy would incorporate an anonymous reporting process through an independent HR expert or through resources available through the Provincial Library. Work on revising the policies will be done with the assistance and expertise of an HR consultant or Provincial Library supports.

VEHICLE REPORT

Documents were circulated regarding the mobiles. The new mobile had had some Deficiencies that have now been resolved. The older mobile needs repairs which have to be addressed in order for it to remain on the road and be used in upcoming projects.

RECRUITMENT OF CEO/CHIEF LIBRARIAN

Tom Sheppard is the lead on the recruitment committee. Tom thanked Christina for her technical support on this matter. Many highly qualified applicants from across the county have sent in their resumes for consideration and the committee has narrowed the shortlist to five. Interviews will be arranged soon. Michelle thanked Tom for all the work he has done spearheading this committee.

SSPL 50TH Anniversary

We have received \$5,900 grant toward our 50th Anniversary. Work has started on planning activities and events for these special celebrations and a time line of events will be shared soon.

MIGRATION

Jeff reported that all eight regions (excluding Halifax Public Libraries) will migrate to a shared catalogue. This project is called "Same Page" and will result in a much more streamlined service enabling patrons to borrow items from around the province by themselves and to use the same one library card in all eight regions.

RETIREMENT

The Board was informed that two long term staff members will be retiring in the near future. Sandra Whitman, Technical Services (35 years) and Lynn Robart, Executive Assistant (40 years).

DATE, TIME AND PLACE OF NEXT MEETING

The next meeting will be held May 18, 2022 at the LCLC or via Zoom.

ADJOURNMENT

Stacey Colwell adjourned the meeting.

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, May 18, 2022

*The South Shore Regional Library Board administers South Shore Public Libraries.
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Present: Mr. Patrick Hirtle Chair
Councillor David Brown
Councillor Stacey Colwell
Councillor Pam Hubley for Michelle Greek
Councillor Tina Connors
Ms. Marie Hogan Loker
Ms. Diane Racette
Mr. Tom Sheppard
Mr. Jeff Mercer, Acting Chief Librarian
Ms. Ashley Nunn- Smith, newly appointed CEO
Ms. Christina Pottie, Staff
Ms. Lynn Robart, Staff
Ms. Alisa Hemeon, Recorder

Regrets from: Ms. Cynthia Bruhm, Councillor Jenni Birtles, Ms. Kara Turner, Ms. Cathy LeBlanc and Ms. Wilma Stewart-White

Chair Patrick called the meeting to order at 6:02 pm and read the Land Acknowledgement statement.

Motion: "THAT the South Shore Regional Library Board accept the
Minutes of the March 23, 2022 meeting as circulated."
RACETTE/Colwell All in favour. Motion carried.

EQUITY, DIVERSITY AND INCLUSION

Jeff reported that a student is being hired for the summer constructing a framework and spear heading (the EDI Collection Audit). and spear heading the plan. The revised document will be distributed to members after meeting. EDI statement is now live on website.

THOMAS H. RADDALL/REGION OF QUEENS

Councillor David Brown and Jeff attended a meeting on May 18, 2022 in Liverpool where Mr. Brown reported that the committee had developed a wish list, reviewed the budget, and determined a work plan. They had 8 potential spots for the location of the new library and narrowed it down to one location that will be presented to the Region of Queens Council meeting next week.

ONE CARD (MIGRATION)

Jeff reported that the new system migration went well with a positive response and many people signing up. They are closely monitoring it for any minor adjustments that may be required and encouraging everyone to get the new library card. Individuals will be able to keep their old library card should they wish to do so.

STAFF ASSOCIATION

Chair Patrick, advised that he had received a report from the Association. The Association has elected two of their members to sit on an Ad hoc committee and requested two Board members be selected for the same. Ms. Diane Racette volunteered and Patrick Hirtle offered to fill the second seat temporarily until one is officially appointed.

Motion: "THAT Diane Racette be appointed as the representative on the Staff Association committee for the South Shore Regional Library Board.
BROWN/Connors All in favor. Motion carried.

CEO/CHIEF LIBRARIAN

Chair Patrick thanked everyone for their diligent and hard work recruiting the new CEO.

Motion: "THAT Ashley Nunn-Smith be appointed as the new CEO of the South Shore Public Libraries.
HOGAN LOKER/Sheppard All in favor. Motion carried.

SSPL 50TH ANNIVERSARY

Jeff reported that the new 50th Anniversary logo has been designed. July 23, 2022 is "the Big 50 Picnic." Jeff mentioned that he had met with a documentarian about the idea of doing a documentary video on the history of the library and long-time book borrowers. The grant funding would provide approximately half of the cost. Ms. Christina Pottie added that they are looking for a student special event coordinator that will help with some of the preparations for the Anniversary.

DATE, TIME AND PLACE OF NEXT MEETING

The next meeting will be the AGM/General/Service Recognition on June 22, 2022 at the LCLC or via Zoom.

ADJOURNMENT

Tom Sheppard and David Brown adjourned the meeting at 6:29pm.

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, June 22, 2022
The South Shore Regional Library Board administers South Shore Public Libraries.
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Present: Patrick Hirtle Chair
Cindy Bruhm, Vice Chair
Councillor David Brown
Councillor Stacey Colwell
Councillor Tina Connors
Councillor Michelle Greek
Tom Sheppard
Kara Turner
Ashley Nunn-Smith, Staff
Jeff Mercer, Staff
Christina Pottie, Staff
Melissa Bishop, Staff
Alisa Hemeon, Staff/Recorder

Regrets from: Councillor Jenni Birtles, Diane Racette, Marie Hogan Loker, Cathy LeBlanc and Wilma Stewart-White.

Chair Patrick Hirtle, called the meeting to order at 6:23pm and read the Land Acknowledgement Statement.

MINUTES:

Motion: "THAT the South Shore Regional Library Board accept the Minutes of the May 18, 2022 meeting as circulated."

BRUHM/Colwell All in favour. Motion carried.

EQUITY, DIVERSITY AND INCLUSION

Jeff reported that the student is well underway with the Collection Audit. New posters and brochures have been received for the Diversity collection which will be distributed in the near future. The libraries also have programs ready for Pride month beginning June 27, 2022.

THOMAS H. RADDALL/REGION OF QUEENS

Councillor David Brown and Jeff reported that Council did not accept the committee's site recommendation. A Special Council meeting is scheduled for July 5, 2022.

ONE CARD/SAME PAGE (MIGRATION)

Jeff and Christina attended the Grand Opening for Same Page last week in New Glasgow. They reported that deliveries were up 640% and the program continues to do well.

SSPL 50TH ANNIVERSARY

The BIG 50 Picnic is scheduled for July 23, 2022. The new 50th Anniversary logo is being used and apparel has been ordered for staff.

STAFF ASSOCIATION

Melissa Bishop represented the Association reporting that 2 people of the Association have been selected to sit on the ad hoc committee. Chair Patrick advised that Diane Racette will be the Board representative along with Patrick Hirtle and Michelle Greek, who will share the second position. Management is to coordinate with the Association members to set up meeting times.

VEHICLE

Report covering April – June 2022 circulated prior to the meeting. New mobile unit had repairs completed which were previously authorized by Damier Truck and payment was received to cover them. The Old mobile unit had a Safety Inspection which resulted in repairs to the exhaust hanger, welding of stairwell cross member, frame welding, undercoat and new wiper blades. Technicians advised that rear body work will soon be required.

EXECUTIVE AND COMMITTEE MEMBER APPOINTMENTS

Committee member report circulated prior to meeting. Committee members will stay the same unless opposed or changes required in the future.

Motion: “THAT the South Shore Regional Library Board accept Patrick Hirtle as Chair and Cindy Bruhm as Vice-Chair”

BROWN/Greek All in favour. Motion carried

DATE, TIME AND PLACE OF NEXT MEETING

The Board will break for the month of July, 2022. The next general meeting is tentatively set for Wednesday, August 17, 2022 at 6pm.

SERVICE RECOGNITION

This year 4 employees were recognized for their years of service:

Katherine Sharp – 5 years, Simone Karsten – 10 years, Christina Pottie – 20 years and Dave White – 38 years.

ADJOURNMENT

Michelle Greek adjourned the meeting at 6:48pm.

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, September 21, 2022
The South Shore Regional Library Board administers South Shore Public Libraries.
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Present: Cindy Bruhm, Vice Chair
Councillor David Brown
Councillor Stacey Colwell
Councillor Tina Connors
Councillor Michelle Greek
Tom Sheppard
Cathy LeBlanc
Ashley Nunn-Smith, Staff
Jeff Mercer, Staff
Christina Pottie, Staff
Alisa Hemeon, Staff/Recorder

Regrets from: Patrick Hirtle, Councillor Jenni Birtles, Diane Racette and Wilma Stewart-White.

Vice Chair Cindy Bruhm, called the meeting to order at 6:00pm.

AGENDA

Motion: "THAT the Agenda be amended to add the approval of the first Quarterly spending report as item 3.2."

COLWELL/Hogan All in favour. Motion carried.

MINUTES:

Motion: "THAT the South Shore Regional Library Board accept the Minutes of the June 22, 2022 meeting as circulated."

BROWN/Hogan All in favour. Motion carried.

2.1 THOMAS H. RADDALL/REGION OF QUEENS

Councillor David Brown and Jeff Mercer reported that Council did not accept the committee's site recommendation and have asked the committee to present their "second best choice." The committee met on July 20 and is having environmental and other assessments completed on several locations in order to determine suitability, costs of renovation and/or construction, and prepare a new recommendation to Council. This has caused delays in the project, as the committee waits for test results to return.

2.2 SSPL 50TH ANNIVERSARY

The documentary film is complete. Ashley highlighted that the film focused on how the library evolved and what it has meant to people over the years. Ashley is currently in the process of presenting the film to various Council meetings. On October 22, 2022, an Anniversary celebration will be held at the Lunenburg library where the video will be debuted to the public.

2.3 OLD BOOKMOBILE

The old Bookmobile was used for the *Drive to Thrive* project during the months of July and August at the Aspotogan Heritage Trust parking lot. This program was grant funded and met with reasonable success. Another project, *Gather and Grow – Literacy on Wheels*, is set to begin this fall using the old Bookmobile as well. Staff attended the Gold River First Nation Powwow on Sunday, September 11 with the new Bookmobile as an introduction to the community and launch of this federally-funded program.

2.4 LBANS

Christina reported that the president of LBANS resigned in July 2022. The next regular meeting will be in Sydney on October 14 followed by the AGM on October 16, 2022. During that time, a new Strategic Plan are to be presented and new officers elected.

2.5 OTHER

Ashley and Jeff are reviewing applicants for the MHPL Branch Coordinator and Clerk/Bookmobile driver.

Cathy LeBlanc has a book coming out in October 2022 and it will be launched at the library.

Drag Queen Storytime – Ashley reported that the event went extremely well with over 125 people in attendance. There were no in-person protests and the vast majority of feedback has been positive.

Councillors may be rotating on the Board depending on municipal Council meetings in October and naming of their appointees.

3.1 RESPECTFUL WORKPLACE POLICY

A 6-person committee was formed comprising of two Board members, two Staff Association members, Jeff and Ashley to review the policy and suggest changes for the Board's approval.

Motion: "THAT the South Shore Regional Library Board approve the updated Respectful Workplace policy as circulated and discussed."

GREEK/Brown All in favour. Motion carried.

3.2 FIRST QUARTERLY SPENDING REPORT

The first quarterly report was presented at the Finance meeting held prior to the General meeting. Cindy Bruhm and Ashley Nunn-Smith provided a brief overview.

Motion: "THAT the South Shore Regional Library Board approve the first Quarterly Spending report as presented.

BROWN/Colwell All in favour. Motion carried.

DATE, TIME AND PLACE OF NEXT MEETING

The next general meeting is set for Wednesday, October 19, 2022 at 6pm.

ADJOURNMENT

Stacey Colwell adjourned the meeting at 6:36pm.

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, October 19, 2022

*The South Shore Regional Library Board administers South Shore Public Libraries.
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Present: Patrick Hirtle, Chair
Cindy Bruhm, Vice Chair
Councillor David Brown
Councillor Stacey Colwell
Councillor Tina Connors
Tom Sheppard
Ashley Nunn-Smith, Staff
Christina Pottie, Staff
Alisa Hemeon, Staff/Recorder

Regrets from: Councillor Michelle Greek, Councillor Jenni Birtles, Diane Racette, Cathy LeBlanc, Marie Hogan Loker, Wilma Stewart-White and Jeff Mercer.

Patrick Hirtle called the meeting to order at 6:00pm.

MINUTES:

Motion: "THAT the South Shore Regional Library Board accept the Minutes of the September 21, 2022 meeting as circulated."

BROWN/Sheppard All in favour. Motion carried.

2.1 SSPL 50th ANNIVERSARY

On Saturday, October 22, the Lunenburg library will host the 50th Anniversary party for SSPL. Speakers include MLA Susan Corkum-Greek, Mayor Matt Risser, Provincial Librarian Lynn Somers and our own CEO, Ashley Nunn-Smith. There will be a book launch of "Inside – Thoughts from the Pandemic" introduced by Jayme Spinks of Nevermore Press. The documentary film will be publically launched at this event as well as our online survey.

2.2 SSPL Staffing Changes and Positions filled

After successful interviews, several staffing changes, which will help us meet our operational and strategic goals, take effect between October 31 and November 3, 2022 include:

- MHPL Branch Coordinator: Sophia Hopkins
- Library Programmer: Charity Fraser
- Special Project Coordinator: Skylar Barkhouse (11-month term position funded by two grants)
- Bookmobile Driver/Library Clerk: Michele Garrett-Jones

2.3 LBANS

Christina reported that the next regular meeting would be in Truro on November 26, 2022. They are still looking for a representative from SSPL Board.

2.4 OTHER

None

3.1 SECOND QUARTERLY SPENDING REPORT

The second quarterly report (July, August and September 2022) was presented at the Finance meeting held prior to the General meeting. Ashley Nunn-Smith provided a brief overview. Spending is currently on track for this fiscal year.

Motion: “THAT the South Shore Regional Library Board accept and approve the Second Quarterly Spending report as presented.

COLWELL/Brown All in favour. Motion carried.

3.2 SOCIAL MEDIA POLICY

Ashley presented the draft Policy highlighting that it reflected similar policies and best practice adopted by other provincial libraries. While the open nature of the internet prevents the library from being liable for any comments that do not originate from SSPL employees, we nevertheless will utilize procedural and usage guidelines to monitor any platforms on which the Library engages as closely as possible to ensure a safe and welcoming environment for all.

Motion: “THAT the South Shore Regional Library Board approve the draft Social Media policy as circulated and discussed.”

SHEPPARD/Bruhm All in favour. Motion carried.

DATE, TIME AND PLACE OF NEXT MEETING

The next general meeting is set for Wednesday, November 16, 2022 at 6pm.

ADJOURNMENT

David Brown adjourned the meeting at 6:16pm.