
The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, January 10, 2023 at 7:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:

Mayor D. DeVenne
Councillor P. Carver
Councillor J. Feeney
Councillor K. Wilson
Councillor S. Lohnes-Croft
Acting CAO, M. Hughes
Deputy Clerk, K. Redden

Absent: CAO D. Heide (regrets)
Deputy Mayor F. Kangata (regrets)
Councillor R. Nowe (regrets)

Gallery: Online & 0 in-person gallery

Public Input Session

Land Acknowledgement

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

1. Agenda

A motion by Councillor Feeney, seconded by Councillor Lohnes-Croft, "THAT the agenda be approved as amended to add item 8.4 - Minutes of the November 28, 2022 meeting of the Policy and Strategy Committee." Motion carried.

2. Minutes

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT the minutes of the December 13, 2022 regular meeting of Council be approved as presented." Motion carried.

3. Presentations

No presentations.

4. Correspondence – Action

4.1 Founders Society – Heritage Advisory Committee Appointments

4.2 Anti Racism Talk Force – Request for Support

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council defer this item until after the upcoming Mayors/Wardens, Deputies & CAOs meeting where this item will be discussed.” Motion carried.

4.3 David Puxley – Nova Scotia Strong Plus

4.4 Tom Rogers – Your Help Raising Awareness about a Hemlock Killing Bug

5. Correspondence – Information Items

5.1 Lamar Eason, Principal, Bayview Community School – Thank you for Donation

5.2 Hon. John Lohr, DMAH – 12 Month Notice RE Construction & Demolition Debris Regulation and Guideline Changes

5.3 Paul LaFlesch, Deputy Minister DMAH -Financial Reporting Requirements

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

6. Staff Reports

6.1 Council Report

Council received the January 10, 2023 Staff Report to Council.

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

6.2 Staff Report – Municipal Special Election 2022

Council received a final staff report on the 2022 Municipal Special Election.

A motion by Councillor Feeney, seconded by Councillor Lohnes-Croft “THAT the Municipal Special Election 2022 Staff Report be received and filed.” Motion carried.

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council 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.” Motion carried.

A motion by Councillor Carver, seconded by Councillor Feeney, “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.”
Motion carried.

6.3 Staff Memo – Appointment of Development Officer

Council received a memo concerning the appointment of a new Development Officer.

A motion by Councillor Carver, seconded by Councillor Lohnes-Croft, “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.”

Motion carried.

6.4 AREA 2022 Year End Report

Council received AREA 2022 annual report.

6.5 Region 6 – Budget Approval 2023-24

Council received a request from Region 6 for approval of their 2023-24 Budget, as well as a summary of 2022-23 activities.

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council approve the Region 6 Inter-Municipal Committee Budget in the amount of \$121,379.00 with the Town of Mahone Bay’s portion being \$1,399.24.”

Motion carried.

6.6 Staff Report – Electric Zero Turn Mower

Council received a staff report providing information recommending an increase in the budget allowance to purchase an electric zero turn mower rather than a gas mower.

A motion by Councillor Carver, seconded by Councillor Feeney, “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.”

Motion defeated.

7. Council Items

7.1 Mayor DeVenne – Committee Appointments

A motion by Councillor Feeney, seconded by Councillor Wilson, “THAT Council approve the Council appointments to committees for 2023-2024 as presented.”

Motion carried.

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT Council appoint Veryan Haysom to the Climate and Environment Committee for the 2023-24 term, as recommended by the Nominating Committee." Motion carried.

7.2 Councillor Wilson – Request from Brighter Days Campaign

At the December 13th regular meeting of Council, Council received a presentation from Paul Snow and Tim O'Regan from the Brighter Days Campaign.

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT Council direct staff to write a letter thanking Paul Snow and Tim O'Regan from the Health Services Brighter Days Campaign 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." Motion carried.

8. Committee Reports

8.1 Climate & Environment Committee – December 7, 2022 – Draft Minutes

Council received the December 7, 2022 draft minutes of the Climate and Environment Committee.

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT Council direct staff to consult with the Wooden Boat Society regarding possible replacement of the pump-out station at the marina and to report their findings and recommendations to Council as soon as possible." Motion carried.

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT Council direct staff to consult with the Wooden Boat Society regarding the possibility of seeking Blue Flag designation for the marina and to report their findings and recommendations to Council." Motion carried.

8.2 Heritage Advisory Committee – December 14, 2022 – Draft Minutes

Council received the draft minutes of the December 14, 2022 meeting of the Heritage Advisory Committee.

8.3 South Shore Regional Library Board – 2022 Minutes

Council received all 2022 meeting minutes of the South Shore Regional Library Board.

A motion by Councillor Feeney, seconded by Councillor Lohnes-Croft, "THAT the 2022 minutes of the South Shore Regional Library Board be received and filed." Motion carried.

8.4 Policy & Strategy Committee – November 28, 2022 – Draft Meeting Minutes

Council received the draft minutes of the November 28, 2022 meeting of the Policy & Strategy Committee.

A motion by Councillor Carver, seconded by Councillor Feeney, “THAT Council set the agenda for the January 23, 2022 meeting of the Policy and Strategy Committee to include Council Policy and Kindness Meters.” Motion carried.

9. New Business

No new business.

10. Closed Session

A motion by Councillor Carver, at 8:13 pm, seconded by Councillor Wilson, to go into Closed Session to discuss legal advice eligible for solicitor client privilege and contract negotiations as permitted by the Municipal Government Act section 22(2)(g) and (e) respectively. Motion carried.

Council returned to Open Session at 9:20 pm.

Business Arising From Closed Session

A motion by Councillor Feeney, seconded by Councillor Wilson, “THAT council approve payment of out of scope fees from the Town’s auditor to a maximum amount of \$30,000.” Motion carried.

Councillor Feeney Requested a recorded vote:

Carver – Yes

Devenne – Yes

Feeney – Yes

Lohnes-Croft – Yes

Wilson - Yes

Council adjourned upon motion at 9:20 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Deputy Clerk, Kelly Redden

A special meeting of Town Council for the Town of Mahone Bay was held on Tuesday, January 18, 2023 at 12:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:

Mayor D. DeVenne

Councillor P. Carver

Councillor J. Feeney

Councillor S. Lohnes-Croft

Councillor R. Nowe

Councillor K. Wilson

CAO D. Heide

Town Clerk and Deputy CAO, M. Hughes

Jodi Mailman, Solicitor

Peter Rogers, Solicitor

Absent: Deputy Mayor F. Kangata (regrets)

Land Acknowledgement

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

1. Agenda

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

2. Closed Session

A motion by Councillor Wilson, at 12:01 pm, seconded by Councillor Carver, to go into Closed Session to discuss legal advice eligible for solicitor client privilege as permitted by the Municipal Government Act section 22(2)(g) and (e) respectively.

Motion carried.

Council returned to Open Session at 1:39 pm.

Council adjourned upon motion at 1:39 pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Clerk, Maureen Hughes

DRAFT

A special meeting of Town Council for the Town of Mahone Bay was held on Tuesday, January 18, 2023 at 9:00 a.m. in Council Chambers and broadcast via YouTube live.

Present:

Mayor D. DeVenne
Councillor P. Carver
Councillor J. Feeney
Councillor S. Lohnes-Croft
Councillor R. Nowe
Councillor K. Wilson
CAO D. Heide
Town Clerk and Deputy CAO, M. Hughes
Solicitor J. Mailman
Solicitor P. Rogers

Absent: Deputy Mayor F. Kangata (regrets)

Gallery: online and 9 in Council Chambers

Land Acknowledgement

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

1. Agenda

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

2. Expropriation Resolution

The Mayor offered effected property owners an opportunity to make a statement to Council before Council considered the draft resolution of expropriation which had been circulated in advance of the meeting.

The owner of the property at 804 Main Street made a statement to Council and asked that Council reconsider their intent to expropriate.

A motion by Councillor Wilson, seconded by Councillor Feeney, “THAT Council approve the resolution as amended to replace the word ‘lands’ with the words ‘permanent easement’.”

Councillor Carver	yes	Mayor Devenne	yes
Councillor Feeney	yes	Councillor Lohnes-Croft	yes
Councillor Nowe	yes	Councillor Wilson	yes

Motion carried.

Council adjourned upon motion at 9:20 a.m.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Town Clerk, Maureen Hughes

EXPROPRIATION RESOLUTION

MOVED by Councillor Wilson, SECONDED by Councillor Feeney:

WHEREAS the Town of Mahone Bay owns and operates an electric utility regulated by the Utility and Review Board under the *Public Utilities Act*, R.S.N.S. 1989, c. 380, as amended, and wishes to build and operate a Solar Garden electrical generation project on land owned by the Town and to sell the electrical power to its electrical utility under a Power Purchase Agreement;

AND WHEREAS the Town of Mahone Bay requires for that project the right to erect and maintain electrical lines on poles to connect the Solar Garden to the electrical grid and to the electrical distribution system;

AND WHEREAS for the purpose of erecting and maintaining such electrical lines and poles the Town of Mahone Bay wishes to acquire permanent easements over certain lands within the Town of Mahone Bay, as further described herein;

AND WHEREAS the Town of Mahone Bay has the authority to expropriate real property pursuant to section 52 of the *Municipal Government Act*, S.N.S. 1998, c. 18 as amended, and to expend funds on the generation of electricity and to sell electrical power to its electrical utility pursuant to a Power Purchase Agreement;

BE IT RESOLVED THEREFORE that Council authorize, approve and direct the expropriation for the Town of Mahone Bay, for the benefit of its electrical utility and of the Town's property at 918 Main St, Mahone Bay, bearing PID 60371390, of the permanent easements described as Easements **"AUE-M3"** and **"AUE-M4"** together with the rights and restrictions appurtenant to the permanent easements as set out in **Schedule "C"** attached hereto over the lands owned legally and/or equitably by the persons identified below, in respect of the easement lands shown as **"AUE-M3"** and **"AUE-M4"** on a Plan of Survey filed at the Lunenburg County Land Registration Office on December 30, 2022 as **Plan No. 121848460** with descriptions shown respectively on Schedules "A1" and "A2" attached hereto:

PID	OWNER(S)	MORTGAGEES	APPLICABLE EASEMENT IDENTIFICATION
60683810	Andrew Bruce Bardon and Irina Bardon	Bank of Nova Scotia	AUE-M3, with legal description at Schedule A1 attached
60371416	Norman A. Mossman and Doreen M. Mossman	not applicable	AUE-M4, with legal description at Schedule A2 attached

AND BE IT FURTHER RESOLVED that pursuant to the provisions of the *Expropriation Act*, the Town of Mahone Bay shall cause to be deposited with the Registrar of Deeds for the registration district of Lunenburg County the required expropriation documents, including a certified copy of

this resolution and attached schedules, and shall take such other actions as may be required to expropriate the permanent easements.

MOTION CARRIED

DRAFT

Schedule A1

AUE-M3

ALL AND SINGULAR that certain access and utility easement AUE-M3 situated, lying and being at Mahone Bay, in the County of Lunenburg, Province of Nova Scotia, said easement, AUE-M3, being shown on Plan of Survey 22-4317-15A, prepared by Strum Consulting, dated the 22nd of December, 2022, AUE-M3 being more particularly described as follows:

PREMISING that directions are quadrant bearings, derived from GPS observations referenced to the Nova Scotia Coordinate Survey System and are referred to Central Meridian, 64 degrees 30 minutes West (Zone 5).

BEGINNING at a survey marker on the Eastern boundary of lands of Mark Cashman Henneberry and Rhonda Yvonne Henneberry (Document #107864200) and the Northern boundary of proposed easement AUE-M2. Said survey marker being referred to as THE POINT OF BEGINNING.

THENCE South 57 degrees 25 minutes 03 seconds East a distance of 38.156 metres to a point;

THENCE following a curve to the left with an arc length of 4.535 metres and radius of 70.000 metres to a point. Said curve having a chord bearing of South 59 degrees 06 minutes 16 seconds East and chord length of 4.534 metres;

THENCE South 60 degrees 47 minutes 32 seconds East a distance of 29.655 metres to a survey marker on the Western boundary of lands of Norman A Mossman and Doreen M Mossman (Document #119242262);

THENCE South 45 degrees 40 minutes 37 seconds West along said Mossman lands a distance of 3.128 metres to a survey marker;

THENCE continuing South 45 degrees 40 minutes 37 seconds West along said Mossman lands a distance of 20.312 metres to a survey marker;

THENCE North 51 degrees 16 minutes 32 seconds West along said Mossman lands a distance of 70.647 metres to a survey marker on the Eastern boundary of said Henneberry lands;

THENCE North 46 degrees 15 minutes 42 seconds East along said Henneberry lands a distance of 13.784 metres to a survey marker. Said survey marker being the POINT OF BEGINNING.

Said AUE-M3 easement described containing an area of 1,264.99 square metres (0.31 Acres).

BEING AND INTENDED to be an access and utility easement over lands of Andrew Bruce Bardon and Irina Bardon (Document #106577696) in favor of the Town of Mahone Bay.

Schedule A2

AUE-M4

ALL AND SINGULAR that certain access and utility easement AUE-M4 situated, lying and being at Mahone Bay, in the County of Lunenburg, Province of Nova Scotia, said easement, AUE-M4, being shown on Plan of Survey 22-4317-15A, prepared by Strum Consulting, dated the 22nd of December, 2022, AUE-M4 being more particularly described as follows:

PREMISING that directions are quadrant bearings, derived from GPS observations referenced to the Nova Scotia Coordinate Survey System and are referred to Central Meridian, 64 degrees 30 minutes West (Zone 5).

BEGINNING at a survey marker on the Eastern boundary of lands of Andrew Bruce Bardon and Irina Bardon (Document #106577696) and the Northern boundary of proposed easement AUE-M3. Said survey marker being referred to as THE POINT OF BEGINNING.

THENCE South 60 degrees 47 minutes 32 seconds East a distance of 172.409 metres to a point;

THENCE South 29 degrees 12 minutes 28 seconds West a distance of 3.000 metres to a point;

THENCE South 60 degrees 47 minutes 32 seconds East a distance of 72.845 metres to a point;

THENCE following a curve to the left with an arc length of 22.499 metres and radius of 43.000 metres to a point. Said curve having a chord bearing of South 75 degrees 46 minutes 35 seconds East and chord length of 22.243 metres;

THENCE following a curve to the left with an arc length of 5.017 metres and radius of 5.000 metres to a point. Said curve having a chord bearing of North 58 degrees 40 minutes 15 seconds East and chord length of 4.809 metres;

THENCE following a curve to the right with an arc length of 35.222 metres and radius of 19.000 metres to a point. Said curve having a chord bearing of North 83 degrees 02 minutes 01 seconds East and chord length of 30.391 metres;

THENCE South 43 degrees 53 minutes 02 seconds East a distance of 23.419 metres to a point;

THENCE North 47 degrees 44 minutes 40 seconds East a distance of 110.114 metres to a point;

THENCE South 42 degrees 06 minutes 03 seconds East a distance of 11.567 metres to a survey marker on the Western boundary of lands of the Town of Mahone Bay (Book 526, Page 1045);

THENCE South 47 degrees 53 minutes 57 seconds West along said Town lands a distance of 48.340 metres to a survey marker;

THENCE South 46 degrees 07 minutes 42 seconds West along said Town lands a distance of 94.698 metres to a survey marker;

Schedule A-2 (continued)

THENCE South 48 degrees 00 minutes 45 seconds West along said Town lands a distance of 8.509 metres to a survey marker;

THENCE North 59 degrees 52 minutes 43 seconds West a distance of 93.133 metres to a point;

THENCE North 60 degrees 47 minutes 32 seconds West a distance of 251.860 metres to a point;

THENCE following a curve to the right with an arc length of 6.136 metres and radius of 104.200 metres to a point. Said curve having a chord bearing of North 59 degrees 06 minutes 16 seconds West and chord length of 6.136 metres;

THENCE North 57 degrees 25 minutes 03 seconds West a distance of 44.776 metres to a survey marker on the Eastern boundary of lands of Mark Cashman Henneberry and Rhonda Yvonne Henneberry (Document #107864200);

THENCE North 46 degrees 15 minutes 42 seconds East along said Henneberry lands a distance of 14.210 metres to a survey marker on the Southwestern corner of said Bardon lands;

THENCE South 51 degrees 16 minutes 32 seconds East along said Bardon lands a distance of 70.647 metres to a survey marker;

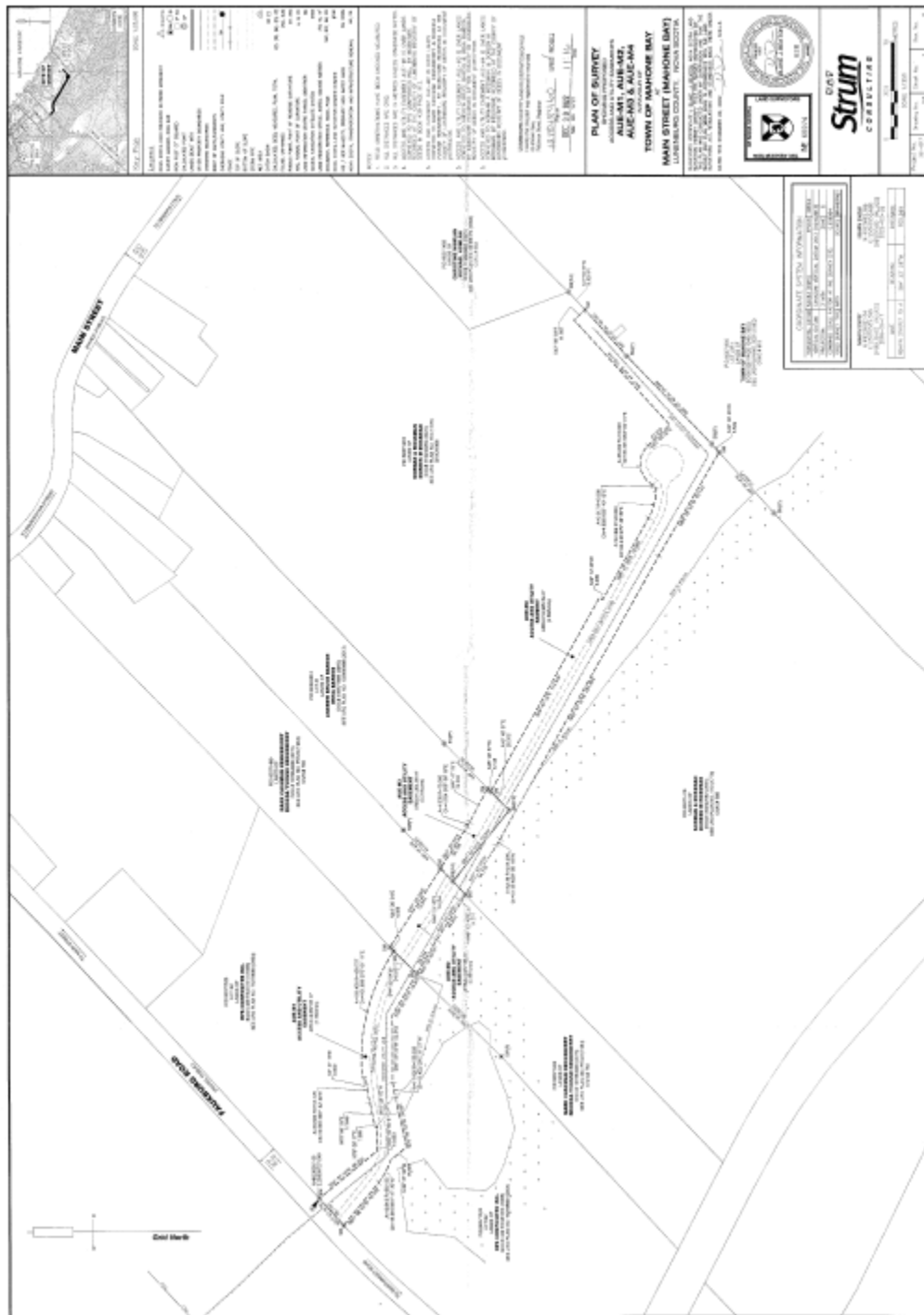
THENCE North 45 degrees 40 minutes 37 seconds East along said Bardon lands a distance of 20.312 metres to a survey marker. Said survey marker being the POINT OF BEGINNING.

Said AUE-M4 easement containing an area of 10,905.39 square metres (2.69 Acres).

BEING AND INTENDED to be an access and utility easement over lands of Norman A Mossman and Doreen M Mossman (Document #119242262) in favor of the Town of Mahone Bay.



Schedule B



Schedule C
Description of Easement Rights and Restrictions

1. An **easement** in favour of and benefiting the **TOWN OF MAHONE BAY** and its electrical utility and their successors and assigns, (collectively the "**Town**"), including but not restricted to benefiting the Town's lands located at 918 Main St, Mahone Bay bearing PID 60371390, and burdening that portion of the owners' lands shown as AUE-M3 and AUE-M4 on the plan attached to this Expropriation Document as Schedule "B" and filed at the Lunenburg County Land Registration Office as **Plan No. 121848460**, and as described in Schedules "A-1" and "A-2" to this Expropriation Document, for the following purposes and uses:
 - (a) inserting, laying, erecting and maintaining a line or lines of poles, towers, and wires with all necessary foundations, excavations, anchors and guy wires (collectively the "Distribution Line"), for the purpose of conveying electric power and energy in all forms, as well as any and all other communication or other signals capable of being transferred over, under, through and across the Easement;
 - (b) to clear or remove in any manner deemed expedient by the Town, all vegetation, brush, trees, and other obstructions and impediments to construction, excavation, and maintenance of the Distribution Line upon the Easement and to use any method deemed expedient to keep the Easement clear of trees, vegetation, brush, or other obstructions, and to remove any such trees, vegetation or brush beyond the limits of the Easement that are a potential hazard to the Distribution Line and to enter upon such Lands to the extent necessary for that purpose;
 - (c) to enter upon and across the Easement from time to time with vehicles, machinery, equipment and materials as deemed expedient for any purpose whatsoever to fulfill the privileges granted herein and to access lands owned or used by the Town ("Town lands");
 - (d) to erect, maintain and replace an access road with all appurtenances thereto upon the Easement under or adjacent to the Distribution Line;
 - (e) to generally to do all acts necessary to exercise the rights and privileges granted herein together with all rights and privileges necessarily ancillary thereto.
2. **Restrictions** burdening the Easement Lands whereby no owner shall, or shall permit another to, undertake any of the following prohibited activities:
 - (a) excavate, drill, install, erect, construct, or permit to be excavated, drilled, installed, erected, or constructed on, under or over the Easement, any foundation, building or other structure or installation, pile material or plant any growth upon the Easement that, in the opinion of the Town, may

interfere with or endanger the Distribution Line or access road or access to Town lands;

- (b) disturb or otherwise interfere with the Distribution Line, access road or the Easement;
- (c) plant or establish within the Lands, including the Easement, any trees, shrubs or other vegetation which could encroach and interfere with the Distribution Line or access to Town lands or the Easement at any time unless previously consented to in writing by the Town; or
- (d) damage or obstruct any access road constructed or maintained by the Town, including without limitation damage to the surface of the road.

If there is a breach of any of the above restrictions, the Town, in its discretion, shall be entitled to remedy the breach and to be reimbursed by the owner therefore.

3. The rights and restrictions herein run with the land and are binding upon the respective heirs, administrators, executors, successors and assigns of the owners.

Mahone Bay & District Fire Department

Quarterly report from October 31 2022 to December 31 2022

During this quarter the Department respond to 23 calls for assistance

Fire Calls

November – Brush fire. Oakland

December – Structure fire. Mahone Bay.

Fire Alarms

October – Fire alarm. Clearland

October – Fire alarm. Mahone Bay

November – Fire alarm. Clearland

November – Fire alarm. Mahone Bay

December – Fire alarm. Mahone Bay

December - Fire alarm. Oakland

Hazmat

October – Oil tank leak. Mahone Bay

Powerline down / Trees online

December – Trees online. Maders Cove.

Technical Rescue

November – Elevator Rescue. Mahone Bay.

Motor Vehicle Collision

October – Two vehicle collision. HWY 103

October – Single vehicle. Oakland

November – Single vehicle roll over. Maders Cove

December – Single vehicle collision. HWY 103

December – Car vs pedestrian. Mahone Bay.

Medical Calls

October – Medical. Mahone Bay

December – Assist with extrication .Clearland

December – Medical. Clearland

Mutual Aid

November – Brush fire. Blockhouse

November – Structure fire. Lunenburg

November – Motor vehicle collision. Martins River
December – Structure fire. Walden

Summery

During this quarter we hosted an open house and visited Bay view community school as part of fire prevention week.

The department hosted two weekend training exercises. Heavy vehicle extraction, this training was geared to motor vehicle collisions involving large commercial trucks and the unique situations that can arise from incidents involving these types of vehicles. The second weekend was Rapid intervention team (RIT) training, on this weekend firefighters further developed skills to rescue firefighters who have become trapped or injured while working a fire scene.

During this quarter members also provide traffic control for 3 community events, Remembrance Day, Christmas tree lighting and the Reindeer run.

As always if anyone has any questions, please feel free to contact me.

Regards

Adam Ekins

Chief Mahone Bay & District Fire Department.

Kelly Redden

From: Doris Cook <
Sent: Thursday, January 12, 2023 3:22 PM
To: Town of Mahone Bay Clerk
Subject: Request that this email be sent to all town councillors and placed on agenda

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from dorishowardcook@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from an external sender.

To whom it may concern:

I am requesting that the town of Mahone Bay reimburse me for my recent expense incurred due to the town shutting down my water during a water main break on Main Street, December 13, 2022.

History:

—In June of 2021 there was a similar issue when the town was making major renovations to the ancient pipes and regarding the water for the new Nursing Home. I turned off my pump as always, when notified. The next morning my neighbours had water but I did not. A town worker, (Scot?) spent much of the day in and out of my house and yard, trying to address the problem. I finally had to call a plumber, Mason's, and my bill was \$481.28, for a new pump and labour.

—on December 13, 2022, late afternoon I saw the announcement of a water main break between 201 and 15 Main Street with no mention of Zwicker Lane. I checked my taps and clear water flowed as usual, including during the evening.

** However, the next morning I had no water. I stopped a town truck and once again Scott ? checked the leakage and facilities. I had to search for a plumber right to the last entry in the yellow pages. Wiles of Pleasantville were the only plumbers available. Their bill for replacement, labour, and travel is \$1777.90.

I was without water for more than 24 hours.

Therefore I am requesting reimbursement. I am available to discuss this in person or by telephone.

Doris Cook
32 Zwicker Lane

**a Facebook post from the town at 7:34 advised that the water main had been repaired and what to expect.

Sent from my iPad

Kelly Redden

From: kathrin winkler <winkler.kathrin2@gmail.com>
Sent: Thursday, January 12, 2023 2:30 PM
To: Carol Millett; frankg@district.yarmouth.ns.ca; darc@ns.aliantzinc.ca; villageoffice@ns.aliantzinc.ca; Neaves, Megan; Office, Clerks
Subject: 15 Ships to Sierra Leone Update and 231 Anniversary: January 15

You don't often get email from winkler.kathrin2@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from an external sender.



Dear Mayor and Council,

Thank you for your participation in the #1792Project . Many of you shared information regarding the Black Loyalist journey to Sierra Leone from Halifax Harbour in 1792. Across Canada, communities issued proclamations to commemorate the largest, single return by African descendants to the continent of Africa.

January 15, 2023 marks the 231st anniversary of the Black Loyalist voyage. This date is shared with Black Excellence Day and marks the birthday of the Rev. Dr. Martin Luther King Jr. Educating and learning about our histories builds better communities. Our goal, as #1792Project is to connect the commemoration of the 15 Ships to Sierra Leone to education and reparations.

We would like to share an update of our project. Students at Auburn D. H. S. continue to **gather letters** for the "Book of Letters". These letters reflect on their lives and connect to a Black Loyalist and their experiences leaving for the unknown. As one student said, " This important part of history is not being taught in our schools." To date over 800 letters and art work have been entered in the 'ledger' and the goal is to have 1,196 letters in total - one for each of the Black Loyalists that left for Sierra Leone. The Maritime Museum of the Atlantic is supporting the #1792Project through various public events and student workshops. How exciting to see a grassroots effort bloom.

Hopefully a monument will one day grace our Halifax Harbour commemorating 15 ships that held so many stories yet to be told. Thank you once again for your interest and your amplification of #1792Project.

Sincerely,

#1792Project Team Members Karen Hudson, Principal, Megan Meaves, Teacher, Kathrin Winkler, (retired teacher) Carol Millett, (florist)

As a maritime province, ships and the ocean stir our imagination - the Betsey, the Mary, the Eleanor, the Felicity, the Morning Star, the Venus, the Sierra Leone, the Beaver, the Brothers, the Prince William Fleury, the Prince William, the Catherine, the Lucretia, the Somerset and the Parr have their stories. Let's listen to them.

I acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) Peoples first signed with the British Crown in 1725. The treaties did not deal with surrender of lands and resources but in fact recognized Mi'kmaq and Wolastoqiyik (Maliseet) title and established the rules for what was to be an ongoing relationship between nations.

As descendants of Africans stolen from their homeland of Africa, Black Nova Scotians are owed reparations for centuries of inter-generational trauma from anti-Black racism rooted in chattel slavery, and for the systemic denial of opportunities to create wealth. Both continue to the present day.

White people benefit from these wrongs and as such have a responsibility to do their part to right these wrongs. We all will be stronger. Be brave.

We can't afford to do anyone harm

Because we owe them our lives

Each breath is recycled from someone else's lungs

Our enemies are the very air in disguise

Ani Difranco, Looking for the Holes







Report to Council January 26, 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.	08-Sep-20	Feb., 2023	<div><div></div></div> 50%
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.	08-Sep-20	Feb., 2023	<div><div></div></div> 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	Mar., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
4	Direct staff to include accessible hearing solutions in the Accessibility Operational Plan, anticipated in 2021-22	25-Mar-21	Feb., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
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.	08-Jun-21	Feb., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
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></div><div></div></div>	75%

7	Staff to produce a report on the Town's Procurement Policy.	28-Jul-21	Mar., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	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	Mar., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: In progress. Assigned to Manager of Finance (Treasurer), will be presented following annual audit.
9	That minimum standards for housing be reflected in any housing strategy that the Town may develop.	14-Sep-21	Jun., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: Update report concerning Housing Strategy development appeared on Council's Oct 27th meeting agenda.
10	Approve the reimbursement to Mr. Todd Nickerson in the amount of \$51,282.19 and direct staff to undertake the necessary steps to conduct a joint tax sale with the Municipality of the District of Lunenburg.	28-Oct-21	Mar., 2023	<div><div></div><div></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></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.	09-Nov-21	Feb., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>		Notes: Returned to active list following cancellation of September 16, 2022 meeting to discuss RCMP services that the Town contracts through the Province.
13	Staff to develop draft protocols for the new community hall as an emergency shelter.	27-Jan-22	Mar., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: AEC now doing preliminary work in this regard with REMO.

14	Staff to complete negotiation and establish terms and conditions whereby the Mahone Bay Soccer Club/Mahone Bay Centre will have a contractual responsibility to provide scheduling, management, and ongoing maintenance of the field and that same be provided to Council for	27-Jan-22	Feb., 2022		75%
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.	08-Mar-22	Mar., 2023		75%
16	Staff to initiate discussions with the Nova Scotia Liquour Commission concerning potential cyclist and pedestrian safety improvements to their property on Main Street.	08-Mar-22	Feb., 2022		50%
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	Feb., 2023		50%

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 February.

Notes: In progress. Improvement of crossings at Kedy's, Anglican Church, Medical Clinic, Long Hill Trail and Lutheran Church (pride crossing) completed. Speed humps have been installed on Pleasant St. and Fauxburg Rd., per Council's direction Sept 29th. Design work underway for reconfiguration of Pleasant/Main St. intersection. Update report anticipated to Council's Feb 7th meeting.

Notes: Staff in discussion with Nova Scotia Liquour Commission. Report to Council anticipated in February.





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	Feb., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>				50%
		Notes: Staff have reviewed the by-law; report anticipated for Feb 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	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>				★
		Notes: Completed.						
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>				★
		Notes: AREA recommendation - purchase from NSPI - provided to Council in December.						

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	Feb., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	50%
25	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%
26	Direct staff to execute a twenty-five year power purchase agreement with AREA for wind energy incremental to AREA's existing 23.5W Ellershouse Wind Farm, delivered as the wind blows and when the Town can use it in a given hour, with the added option for the Town to increase its annual takings from AREA to achieve 100% renewable energy supply if the town elects to subscribe to energy balancing services from the market	11-Oct-22	Feb., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
27	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	21-Oct-22	Jan., 2023	<div><div></div><div></div><div></div><div></div><div></div></div> ★	Notes: Report on Council's January 26th meeting agenda.

28	Staff to investigate financial options to assist those experienceing financial hardship due to the increased costs of electricty and home heating fuel.	21-Oct-22	Jan., 2023	<div><div></div><div></div><div></div><div></div></div>	★	Notes: Report on Council's January 26th meeting agenda.
29	Traffic Authority to review signage at Longhill Road and Main Street to improve safety at the crosswalk at that trail crossing.	27-Oct-22	Feb., 2022	<div><div></div><div></div><div></div><div></div></div>	75%	Notes: New signage has been installed. Update report anticipated on Council's February 7th meeting agenda.
30	Direct staff to seek proposals from commercial real estate agents for the potential divestiture of the old firehall.	27-Oct-22	Feb., 2023	<div><div></div><div></div><div></div><div></div></div>	75%	Notes: Initial contacts made and a draft RFP started; a Phase 1 Environmental Assessment has been completed and is currently under review at the staff level. This item will be dependent on addition direction to staff at the Dec., 10 2022 meeting of Council in respect to the potential uses of the old firehall.
31	Direct staff to coordinate with the Fire Chief to present the draft by-law to the Fire department to obtain specific stakeholder feedback to be presented to council.	08-Nov-22	Feb. 2023	<div><div></div><div></div><div></div><div></div></div>	50%	Notes: Presented to Fire Department meeting on November 15, 2022. Staff will work with the Fire Chief to schedule a meeting with the Fire Department and Council for Council to hear the feedback of the Fire Department members directly.
32	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.	08-Nov-22	Mar. 2023	<div><div></div><div></div><div></div><div></div></div>	25%	Notes: Forwarded to the Traffic Authority. Included in external consultants review of Main/Edgewater Intersection (contracted to WSP).

33	Direct the CAO to engage the Town Solicitor to file the necessary paperwork to establish required easements for properties PID #60683810 and PID #60371416.	08-Nov-22	Jan., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	★	Notes: Completed.
34	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.	08-Nov-22	Feb. 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: Forwarded to the Traffic Authority. Will be included in anticipated traffic planning update to Council's Feb 7th meeting.
35	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.	08-Nov-22	Dec., 2022	<div><div></div><div></div><div></div><div></div><div></div></div>	★	Notes: Completed.
36	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	<div><div></div><div></div><div></div><div></div><div></div></div>	50%	Notes: In progress.
37	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., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>	75%	Notes: Correspondence has been sent and staff will share the response with Council when it becomes available.

38	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.	10-Jan-23	Feb., 2023	Not yet begun
39	Coordinate with the Town's Municipal Advisor to schedule a Governance in a Municipal Context training session with DMAH staff.	10-Jan-23	Feb., 2023	 75%
40	Write a letter thanking Paul Snow and Tim O'Regan from the Health Services Brighter Days Campaign for their presentation to Council and advise that the Town of Mahone Bay is regrettably unable to make a contribution.	10-Jan-23	Jan., 2023	
41	Consult with the Wooden Boat Society regarding possible replacement of pump-out station at the marina and report findings and recommendations to council as soon as possible	10-Jan-23	Mar., 2023	 25%
42	Consult with the Wooden Boat Society regarding the possibility of seeking Blue Flag designation for the marina and report findings and recommendations to council.	10-Jan-23	Mar., 2023	 25%

Chief Administrative Officer's Report - Jan 26, 2023

1	Atlantic Infrastructure Management (AIM) Network	AIM Cohort 2.0 workshops now complete. Participated in annual conference in Charlottetown (Sept 13-14); next year's conference in New Brunswick. Council approved participation in Regional Climate Cohort (planning workshops begun Jan 2023). Data collection on natural assets completed in October. Appointed Chair of AIM Network at October AGM.
2	Municipal Joint Services Board (MJSB)	Regular CAO/COO meetings have resumed. Topics include additional shared service opportunities among others. Supporting MJSB / MJSB Strategic Planning processes.
3	Riverport Electric Shared Service Committee	Regular meetings continue. New RELC members appointed. Committee discussions focus on opportunities for closer cooperation. Recommendations to Council anticipated in February 2023.
4	Regional Emergency Measures Organization (REMO)	Regular bi-weekly meetings and bi-monthly table exercises between REMO Coordinator and CAOs continue (along with regular planning meetings). Planning Committee established and meeting regularly. Standardized guidelines for comfort stations and emergency shelters implemented. New REMO website (linked from Town website). Coordinated with REMO re Hurricane Fiona response.

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

8	New Long Term Care Facility	Water/Wastewater upgrades project serving new long term care facility completed, save for some remediation of affected properties and wrap-up meeting with MacLeod Group. Electrical system upgrades in progress (voltage regulator delivery anticipated in April/May).
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Manager of Public Works & Transportation's Report - Jan 26, 2023		
1	Streets & Sidewalks	<p>1. Jubilee Pond culvert replacement: Park vehicle entrance again open to traffic for the winter. Temporary steel plate installed over culvert to ensure culvert will not collapse when travelling over. New culvert re scheduled to be installed between June 1st - Sept 30th, 2023.</p> <p>2. Repairs to damaged Edgewater street light scheduled to begin the week of Jan 23rd.</p> <p>3. Second flashing RRFB remote beacon light installed at Main/Longhill. All requested signage installed as well.</p> <p>4. Remaining annual sidewalk repairs completed.</p>

2	Other	<ol style="list-style-type: none"> 1. Awaiting quotes on gas powered Zero Turn Mower. 2. New garage doors being installed on old PW garage. 3. New Ford F250 truck and plow recieved from GW Mosher Motors. 4. Sidewalk plow tractor delivery in late January. 5. Daily required insurance inspections on old fire hall being conducted. 6. Town pit gates to be installed by the end of January. 7. Soccer field bleachers on order. 8. Bayview Cemetery Tree and Limb Removal RFP awarded to Mayfair Tree Care.
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Electric Utility Manager's Report - Sept 29, 2022 (Next Update Feb 23, 2023)		
		<p>NSCC Student: Hired to perform stand-by call out services.</p> <p>Awaiting approval: Voltage regulator tender, transformer RFP, vegetation management tender, staff evaluations.</p> <p>Staff Training: Chainsaw safety, pole-top rescue.</p>

1 Electric Utility

2 x call outs

- * Installed the poles and anchors for at the soccer field for the underground job.
- * Helped public works with he new crosswalk lights
- * Removed a pole at the sewer plant to allow for the new access on main street for the solar garden.
- * Carried out some tree trimming and identified areas that need cutting in the near future.
- * Finished Wye street job.
- * Completed the final inspection of the firehall and disconnected the temporary service there.
- * Installed a new hand dryer in the comfort station at the wharf.
- * Installed new service on long hill road.

Water/Wastewater System Manager's Report - Jan 26, 2023

1

Water Supply, Treatment & Distribution

- * New Water/Wastewater Operator, Blake Tibert onboard
- * CBCL assisting 1-2 days a week with daily operations, compliance monitoring and data collection, plus on call rotation.
- * Regular monitoring and maintenance activities continued. Routine or as required flushing of water mains conducted in various locations throughout the water distribution system.
- * Watermain project wrapped up week of Sept 12th, deficiencies still outstanding.
- * Dead end flush unit for South Main St installed in July and currently programmed for 2x Daily, Second flush unit location TBD
- * Plans to continue with NRW recommendations Spring 2023
- * Next Seasonal water main flushing spring 2023
- **Oakland Lake Watercourse Level Monitoring indicated below seasonal low levels in September (DFO notification Sent). Closer monitoring required for 2023
- *Two leaking customer service laterals replaced in Oct 2020, one new and one identified from NRW study.
- *CBCL to draft 2023 System Assessment Report as per NSE Requirements

2	Sewage Collection & Treatment	<ul style="list-style-type: none"> * Regular compliance monitoring and maintenance activities continued. * Permanent installation of PAA dosing line completed. * CBCL is working on a job proposal including the repairs and upgrades of the Towns current pumping stations. * Door modifications of chemical room WWTP for PAA tote delivery pending on CBCL. * Treatment cell #3 drain and cleaning planning started, quotations requested for sludge hauling and disposal. (May have missed dry season) *Service lateral repair required on Edgewater St. *Above seasonal flows due to weather and no frost
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Climate & Energy Program Manager's Report - Jan 26, 2023

1	EV CarShare - Study	<p>A pre-application form has been submitted to FCM with basic information about the project in order to receive permission to submit an application for a feasibility study. More information was requested, and this document is almost ready to go.</p>
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2	Climate and Environment Advisory Committee	The last meeting of the C&E committee was held on December 7th. The review of the GHG Action Plan has been completed. Environmental actions in the strategic plan will be reviewed during the next meeting on February 1st 2023.
3	HOME program reboot	The contract with the new installer is nearly completed. Aaron and Lauren will be negotiating with them.
4	HOME program review	The initial proposal has been submitted to FCM by Navigate (Liam Cook).
5	Solar Garden	Continues to attend bi-weekly meetings to get updates on the progress of the ToMB solar garden.
6	Clean Foundation Internship applications	Two applications have been submitted for summer interns through the Clean foundation.

Finance Manager's Report - Jan 26, 2023		
1	Assessment Roll, Taxation and Billing	Next tax billing: April 30th, 2023
2	Budgeting and Reporting	Q3 Report drafted and should be finalized soon; 2023/2024 initial budget discussion with management to begin at the end of January
3	Rate Study	UARB hearing date: Feb 14

4	Annual Audit Preparation/Support	2021-2022 Financial Statements to be completed by January 31st; Financial Statement presentation scheduled for February 23rd.
5	RELC Project	Financial project costs approved by RELC Commission which includes: Interim work to bring RELC's accounting up to date on SAGE - billed hourly; Costs agreed to on Financial Proposal - as proposed; Additional reports - budget, audit, etc - billed on an hourly basis
6	FIR	Once the FS are completed, the FIR will be completed and filed asap.
7	Property Tax Sale	Three properties have defaulted on their payment plans and have been sent off to Jodi Mailman for title search, etc. All three properties were mailed a letter explaining that they are in default and will be responsible for all applicable legal fees.

Clerk & Deputy CAO's Report - Jan 26, 2023

1	Plan Review	Full day working session held in December. Follow-up with contractor January 4, 2023; final edits being made to reflect comments from the December 2022 working session; comments submitted by the Town's Heritage Researcher to inform the next draft of the Plan MB documents which will be shared with the public as part of the next public engagement phase.
2	By-law and Policy Development	Staff presented a draft Fire Services By-law to the Fire Department membership in November. Staff have had follow-up conversations with fire chief; feedback expected from the fire department in the near future now that the annual election for Fire Department leadership has taken place. Staff continuing to work on a survey of noise by-laws and a report on the new Town of Lunenburg Noise By-law; delays have been encountered due to key contact scheduling.

3	Communications and Public Engagement	Communication initiatives have included the re-launch of the search for volunteers for the Community Logo Development Steering Team, the Special Election, the Solar Garden Open House, and the new Solid Waste Management By-law which becomes effective November 1, 2022. Other initiatives have included the flag raising at the new flagpoles on Edgewater Street, CodeRED in advance of winter, Trash for Cash for Charity, and sharing information from the United Way regarding the Coats for Kids campaign.
4	Council Support	Ongoing support of meetings of Council and Committees of Council including promoting committee volunteer opportunities and following up with resulting Council appointments. Approval of 2023 Meeting Calendar and coordination of 2023 Solid Waste Collection Schedule; follow up includes printing, distributing, updating stakeholder reporting schedules, sending calendar invites to all members of Council, and updating website. Staff are working with a lengthy list of Council assignments to staff, including research and reports.
5	Development of Internal Documents	Ongoing work on the development of a new Human Resources Manual including research on diversity and accessibility in the workplace. Development of new forms and processes for facility bookings and planning matters continues.

6	By-law Enforcement	Staff have signed up with the Provincial online ticket payment portal and arrangements are being made to make this service available on the Town website. Staff continue to discuss parking ticket prices around the province and looking into
7	Park Cemetery Mapping Project	Completed. To be linked to Town website.
8	Safety Program Implementation	Work continues on development of regulations for Safety Manual draft.
9	Special Election	Special Election Ordinary Polling Day was November 26, 2022. New Councillor sworn in on December 10, 2022. Orientation has begun for Councillor Lohnes-Croft and will continue.
10	Projects	Application for the Municipal Boundary Review has been submitted. Application for Electric Utility General Rate increase submitted and staff have continued to work with staff at the NSUARB in preparations for the NSUARB Public Hearing to be held in Mahone Bay on February 14, 2023.

By-law and Policy Review - Oct 27, 2022			
1	Trees	Target	Staff to research tree policy/by-laws and recommendations received regarding Mahone Bay specifically. In context of Plan Review.
		30-Mar-23	
2	Park By-law	Target	Staff to review Park By-law in context of Plan Review.
		30-Mar-23	

3	Employee Conduct Policy	Target	Staff to review Employee Conduct Policy in relation to violence in the workplace. Pending discussion at Strategy & Policy Committee.
		TBD	
4	Council/CAO Relations Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	
5	Fire Services	Target	Draft Fire Services By-law presented to Council at which time staff were directed to present the draft by-law to the fire department and seek their comment before consideration of 1st Reading. By-law has been presented to Fire Department.
		23-Feb-23	
6	Surveillance Camera Policy	Target	Referred to September 26, 2022 meeting of Policy and Strategy Committee; following the scheduling changes necessitated by cancelling the July 2022 meeting of the Policy and Strategy Committee, this item has been re-added to the list of future agenda
		TBD	
7	Council Policy	Target	Pending discussion at October 24, 2022 meeting of the Strategy & Policy Committee.
		TBD	
8	Respectful Workplace Policy	Target	Pending discussion at Strategy & Policy Committee.
		TBD	

9	Fees Policy	Target	Not yet begun
		TBD	
10	Penalties By-law	Target	Not yet begun
		TBD	
11	Committee Policy	Target	Pending discussion at October 24, 2022 meeting of the Strategy & Policy Committee
		TBD	
12	REMO By-law	Target	Final reading passed on July 29, 2021. Currently awaiting Ministerial Approval.
		29-Jul-21	
13	Land-Use By-law and Municipal Planning Strategy	Plan Review Underway. Steering Team reviewing draft LUB and MPS for any edits before the documents are shared with the public for the next round of public engagement.	
14	Facilities Booking Policy	Target	Policy to provide clarification for booking of Town-owned facilities and repeal any existing administrative policies from the past to be presented for Council consideration.
		07-Feb-23	
15	Preventing Sale of hate symbols	Target	Report accepted at July 28, 2022 meeting of Council. With no further follow-up this item will be removed from the list of by-laws and policies for review and development.
		28-Jul-22	
16	Noise By-law	Target	Staff to deliver a report on a survey of noise by-laws and the new Town of Lunenburg Noise By-law.
		07-Feb-23	

Service Statistics - Jan 26, 2023

1 By-law Enforcement		22-Nov	Parking Tickets: 4	
		22-Dec	Parking Tickets: 5	
		Notes: vehicle and foot patrols continue throughout town and the trails. Complaints included: business operating without proper permits; open burning; and parking complaints. Parking ticket database updated.		
2	Police Services (founded & SUI occurrences)	Q4 2022	70	CalendarYTD: 364
		Notes:		
3	Mahone Bay & District Fire Department	Oct-Dec	23	YTD: 70
		Notes: Fire Calls: 2; Fire Alarms: 6; Mutual Aid: 4; Medical Calls: 3; Motor Vehicle: 5; Other: 3		
4	Traffic (Speed Signage)	Oct., 2022	MAIN STREET Median Speed ~51 km/h	
			EDGEWATER STREET Median Speed ~57 km/h	
			111 PLEASANT STREET Average Speed 27 km/h	
		Notes: Installation of speed humps on Pleasant Street coincided with a reduction in average speeds from 38 km/h in October to 27 km/h in December.		
5	Solid Waste (Tonnage)	YTD	663.24	2021-22: 609.23
		Notes: Recyclables = 72.42; Organics = 164.76; Garbage/Other = 408.89; Septic/Treatment Plant = 6.51; Cardboard = 10.66.		

6	HOME Program	Leads: 50	Installations: 5			
		Notes: Ambassador engagement (previously Oct-Nov 2020) and installations to resume in Spring/Summer 2023.				
7	Water Utility	Pumped	Q1 2022 (shown as monthly			
			16,051,411 Litres			
		Treated	Q1 2022 (shown as monthly			
			15,336,047 Litres			
		Sold	Q1 2022 (shown as monthly			
			6,879,833 Litres			
		NRW (flushing, etc.)	Q1 2022 (shown as monthly			
			318,871 Litres			
Losses	Q1 2022 (shown as monthly					
	8,137,343 Litres					
8	Electrical Utility	Purchased (AREA)		\$132,608		
		Purchased (NBP)		\$254,524		
		TOTAL Purchased		\$387,132		
		Sold (Commercial)		\$28,130		
		Sold (Residential)		\$367,048		
		Sold (Power & Demand)		\$193,191		
		TOTAL Sold		\$588,370		
9	EV Chargers	YTD	553 Charging Sessions	1061 Hrs / \$1,545	6100 kWh	
		December 2022	25 Charging Sessions	49 Hrs / \$50.24	222 kWh	
10	Development Services	Approved Subdivisions			Q3 2022-23	2
		Development Permits			Q3 2022-23	10

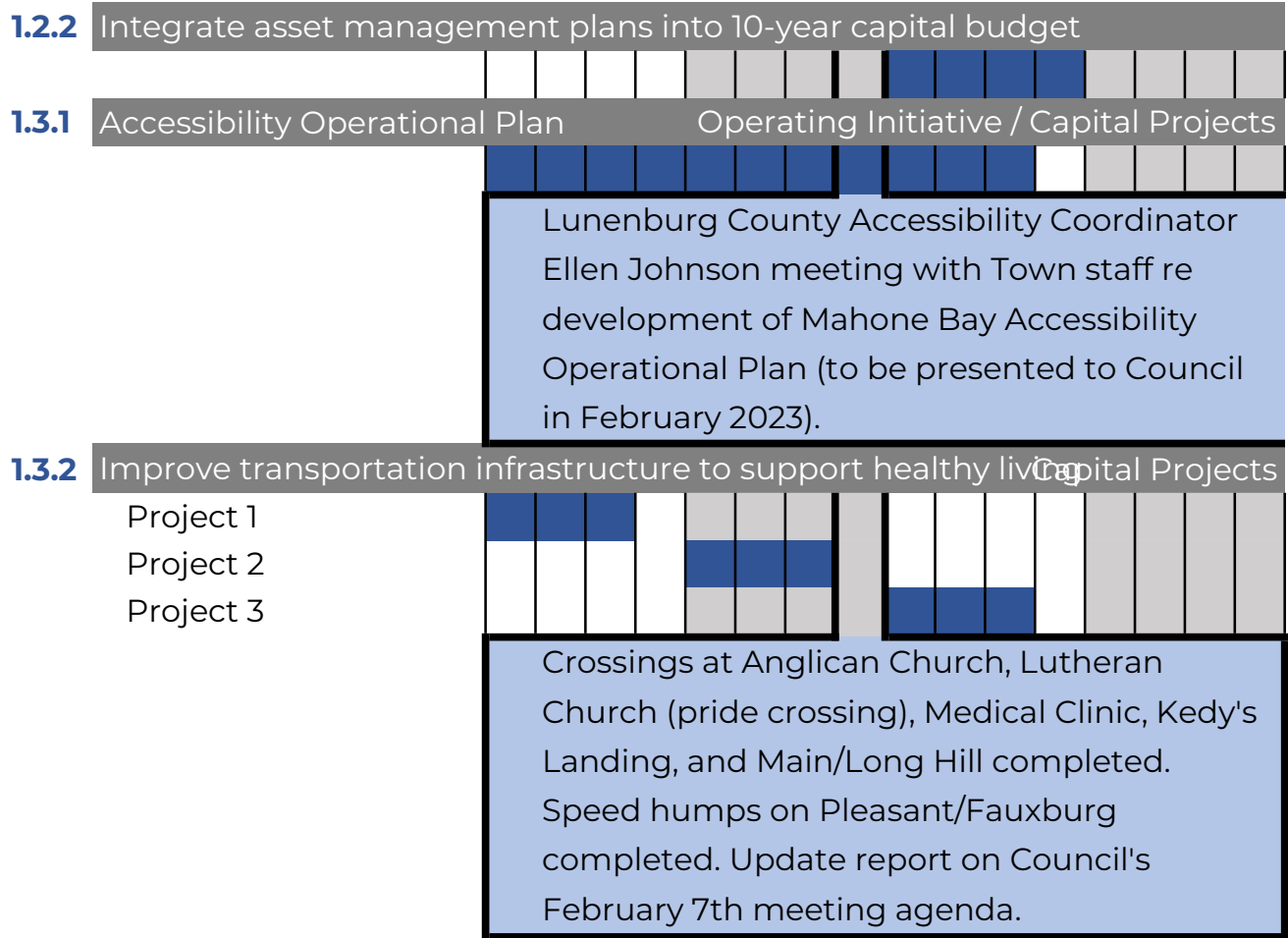
11	Comfort Stations (Sept, 2022)	Edgewater Street	2,414 (4,357 YTD June)	Main St.	616 (2,574 YTD)
12	CodeRED Registrations	31/12/2022	Residential: 412; Business: 19; Email: 209; Text: 286		
		30/09/2022	Residential: 400; Business: 12; Email: 201; Text: 271		
		31/08/2022	Residential: 393; Business: 12; Email: 197; Text: 266		
		30/07/2022	Residential: 390; Business: 11; Email: 197; Text: 262		
		30/06/2022	Residential: 371; Business: 11; Email: 191; Text: 255		
		31/5/2022	Residential: 369; Business: 11; Email: 190; Text: 254		
		30/4/2022	Residential: 357; Business: 11; Email: 87; Text: 245		
		31/3/2022	Residential: 356; Business: 11; Email: 187; Text: 244		
		28/2/2022	Residential: 356; Business: 11; Email: 187; Text: 244		
		31/1/2022	Residential: 336; Business: 10; Email: 176; Text: 231		
		31/12/2021	Residential: 326; Business: 10;		
		2021-11-30	Residential: 319; Business: 10;		
		31/10/2021	Residential: 310; Business: 10;		
		30/9/2021	Residential: 308; Business: 10;		
		31/08/2021	Residential: 297; Business: 10;		
		31/07/2021	Residential: 298; Business: 10;		
		30/06/2021	Residential: 297; Business: 10;		
		31/05/2021	Residential: 294; Business: 10;		
		30/04/2021	Residential: 293; Business: 10;		
		31/03/2021	Residential: 294; Business: 10;		
		28/02/2021	Residential: 290; Business: 10;		
		31/01/2021	Residential: 285; Business: 10;		
		31/12/2020	Residential: 285; Business: 10;		
		31/03/2020	Residential: 243; Business: 12;		

2021-25 Strategic Plan - Jan. 26, 2023

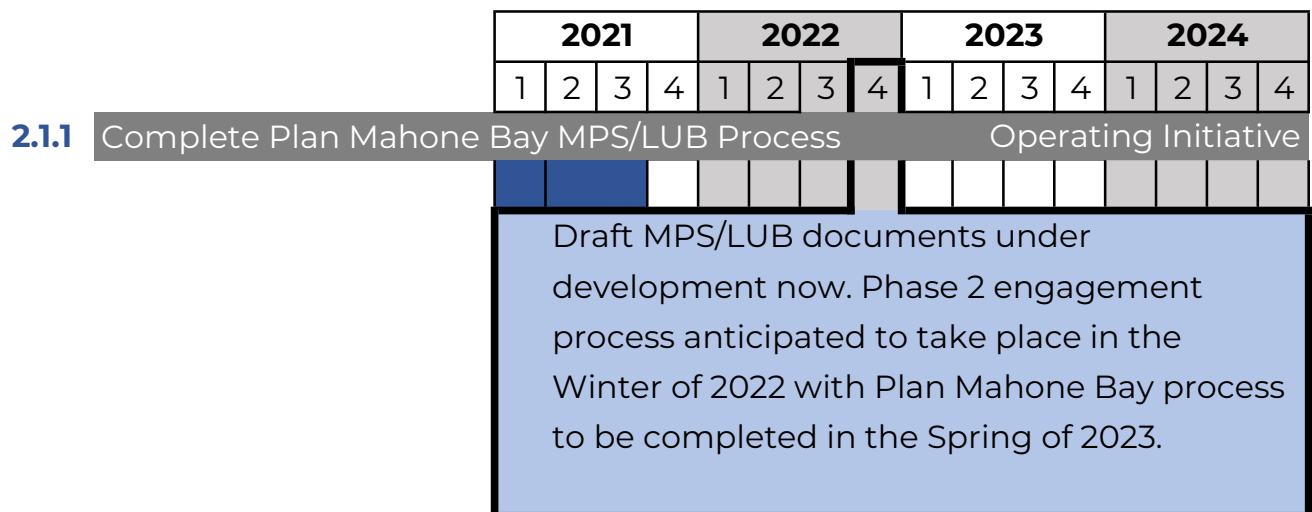
Sustainable Municipal Services





		2021				2022				2023				2024			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1.1.1	Undertake water, wastewater & electrical rate studies	Operating Initiatives															
	Water																
	Wastewater																
	Electrical																
		Electrical rate study by BDR (contracted by AREA), presented to Council's October 20th meeting. Application submitted to NSUARB; hearing set for February 14th. Water utility rate study will get underway with the completion of the electrical rate study and the 2021-22 annual audit.															
1.1.2	Implement initiatives to increase utility demand	Operating Initiatives															
		EV Home Charger Pilot under development (recent community survey to inform program development). Joint application - Mahone Bay, Berwick and Antigonish - submitted to FCM for funding support for HOME Program review/expansion.															
1.1.3	Complete water and wastewater system diagnostics	Operating Initiatives															
	Water																
		Water Distribution System Audit with Xylem Inc. completed; recommendations incorporated into 2022-23 budget / business plan.															







[illegible]







Equitable & Inclusive Growth




2.1.2	Develop and implement Housing Strategy	Operating Initiatives
	 <p>Discussions initiated with other Lunenburg County units on the possibility of regional approach to housing (staff-level regional meetings ongoing). Provincial contract for conduct of needs assessments for all areas of NS (utilizing 2021 census data) awarded; completion anticipated Mar 2023. Next steps report included on Council's Oct 27th meeting agenda.</p>	
2.2.1	Review service levels and align with residents' ability to pay	
	 <p>Low Income Tax Exemption process enhanced in 2022-23 annual budget. Council has directed staff to review options for relief of heating costs; report on Council's Jan 26th meeting agenda.</p>	
2.2.2	Explore shared services and partnerships for efficient service delivery	
	 <p>Discussions underway with Shared Service Advisory Committee for expanded electrical service partnership with RELC. Staff have approached MoDC and MoDL re shared engineering services; discussions ongoing. Discussion of shared services through MJSB prioritized in recent MJSB strategic planning process.</p>	
2.2.3	Establish inclusive strategies for provision of municipal services	
		

3.1.2	Expand home heating program	Operating Initiative	 <p>Joint proposal - Berwick, Antigonish and Mahone Bay - submitted to FCM for review and expansion of HOME Program.</p>
3.1.3	Expand electric vehicle charging infrastructure	Capital Projects	 <p>Equipment received, installations completed at all locations (town hall, marina, clairmont street, MBC, main street, fire station). Chargers now online. Promotion of EV chargers will</p>
3.1.4	Invest in renewables (e.g., community solar garden)	Capital Project	 <p>The construction phase continues, with completion anticipated in the Summer of 2023. The second open house on the project took place October 19th 2022 and was well attended with ~90 participants.</p>
3.1.5	Support regional initiatives that contribute GHG reduction	Operating Initiatives	 <p>Ongoing discussions concerning regional transit system. Staff have been in discussions with MODL concerning potential cooperation on GHG reduction initiatives. Council approved participation in regional climate summit Sept 23rd, 2022 (first planning session took place Jan 19th).</p>
3.2.1	Develop and implement policies / by-laws supporting adaptation measures		
3.2.2	Invest in infrastructure (shoreline and stormwater management)	Capital Project	

3.3.1	Urban Forest Management Plan (including parks)	Operating Initiative
		 <div data-bbox="620 239 1435 537"> <p>Natural assets data collection, including street trees inventory, completed. Initial public engagement anticipated in Spring/Summer 2023 (draft engagement plan to be presented to Council in February).</p> </div>
3.3.2	Invest in infrastructure (straight pipes) and land acquisition	Capital Projects
Project 1		 <div data-bbox="620 634 1435 789"> <p>Line extension on Main Street to eliminate straight pipes included in 2022-23 ICIP application.</p> </div>
Project 2		
3.3.3	Encourage recognition of the value of natural assets	Operating Initiatives
		





2022-23 Budget - Operating Initiatives - Jan. 26, 2023




		22-23 Budget	YTD					
1	MPS / LUB Update	\$31,000	~\$3,000	<div><div></div><div></div><div></div><div></div><div></div></div>				50%
		Notes: Begun in 2020-21 and currently underway with Upland Consulting. Phase 2 public engagement activities anticipated this winter.						
2	Accessibility Audits	\$25,000	\$0	<div><div></div><div></div><div></div><div></div><div></div></div>				25%
		Notes: Identification of audits and "low hanging audits" underway with Lunenburg County Accessibility Coordinator. Accessibility Implementation Plan to be presented to Council in February will identify audit needs for 2023-24.						
3	Cemetery & Natural Asset Mapping Work	\$11,394	~\$8,500	<div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>			
		Notes: Community Works Program funding received, data collection project complete. Cemetery project results available to staff, to be hosted on Town website for public reference. Natural assets data to be used in development of natural assets plans and Urban Forest Master Plan (see below).						
4	Edgewater - Main St Engineering	\$30,000	\$3,726	<div><div></div><div></div><div></div><div></div><div></div></div>				25%
		Notes: Engineering review underway with WSP. Initial "existing conditions and concepts" report to Council anticipated by March.						
5	New Logo Development	\$25,000	\$0	<div><div></div><div></div><div></div><div></div><div></div></div>				25%
		Notes: Engagement Plan and Project Steering Team TOR Approved. Recruitment of public members for Project Steering Team nearly complete (one opening remaining). First meeting scheduled for February.						
6	Urban Forest Master Plan	\$5,000	\$0	<div><div></div><div></div><div></div><div></div><div></div></div>				25%
		Notes: Natural Asset data collection as CommunityWorks project completed. Community engagement to begin in Spring 2023. Clean summer						





7	Carshare Program Design	\$10,000	\$0	Not Yet Begun		
		Notes: Waiting for opportunity to access external feasibility / program design funding. Potential funding stream identified through FCM. Staff discussing possible joint application with MODL.				
8	Housing Strategy Development	\$5,000	\$0	Not Yet Begun		
		Notes: Waiting on completion of Provincial Housing Strategy.				
9	Water Rate Study	\$10,000	\$0	Not Yet Begun		
		Notes: Will follow completion of Electrical Rate Study and conclusion of 2021-22 audit process (receipt of statements and filing of FIR).				
10	Electrical Utility Rate Study	\$16,000	~\$16,000	<div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div></div></div>
		Notes: Rate study with BDR completed and presented to Council's October 21st meeting; application submitted to NSUARB, hearing date scheduled for Feb				

2022-23 Budget - Capital Projects - Jan. 26, 2023



Town General

		22-23 Budget	YTD		
1	Zero Turn Mower	\$15,000	\$0.00		50%
		Notes: Report provided to Council's Jan 10, 2023 meeting; direction received. Purchase underway now.			
2	Paving - Chip Seal	\$11,750	\$0.00		
		Notes: 2022-23 chip seal completed, will re-evaluate for 2023-24 budget process.			
3	Survey and Valuation of Old Fire Hall Property	\$8,000	\$8,150.00		
		Notes: Survey and valuation completed, report was included on Council's Oct 27th meeting agenda.			
4	Pre-Design and Estimate for a new Public Works Garage	\$12,000	~\$9,000		75%
		Notes: Contracted to Jost + Architects Ltd.. Initial report on Council's Dec 13th meeting agenda. Direction provided for revision of pre-design; revision underway now for presentation to Council by March.			

5	Pool Condition Assessment	\$5,000	\$0.00	Not Yet Begun				
		Notes: Staff in discussions with contractors now.						
6	Security Gates	\$6,500	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%			
		Notes: Installation to be completed in January, 2023.						
7	Articulating Tractor	\$115,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%			
		Notes: Purchased and delivery anticipated in January, 2023.						
8	Truck with Plow	\$70,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>				
		Notes: Truck purchased and received.						
9	Edgewater Flagpoles	\$12,000	~\$10,000	<div><div></div><div></div><div></div><div></div><div></div></div>				
		Notes: Flagpoles purchased and installed.						
10	Jubilee Culvert Replacement	\$16,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	50%			
		Notes: Work will have to be carried over to 2023/24 due to delays with permitting (watercourse work).						
11	Security Cameras	\$4,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	50%			
		Notes: Installation schematic under development with contractor now.						
12	Coastal Action - Living Shoreline Pilot	\$140,000	\$140,000	<div><div></div><div></div><div></div><div></div><div></div></div>				
		Notes: Project completed save for monitoring and maintenance activities.						
13	Living Shoreline Project	\$113,046	\$0.00	Not Yet Begun				
		Notes: Application to Natural Infrastructure Fund submitted by Coastal Action with Town support. Council has approved \$100,000 contribution to next phase, on confirmation of external funds.						
14	Solar Garden Development	\$1,045,023	~\$600,000	<div><div></div><div></div><div></div><div></div><div></div></div>	50%			
		Notes: Project now in construction phase. Grading complete, fence installed, racking and panels installed.						

15	New Bayview Cemetery Fence	\$25,000	\$25,000	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: Fence completed (painting will have to wait until 2023 for best results), signage completed and installed with new gate.			
16	Aquatic Garden Entrances	\$10,000	\$0.00	Not Yet Begun	
		Notes:			
17	Asphalt Repairs on Main St.	\$30,000	\$0.00	Not Yet Begun	
		Notes: Deferred pending potential water / wastewater line extension.			
18	Sidewalk and Curb Repairs	\$32,000	~\$30,000	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: Completed.			
19	Bandstand Phase 3	\$5,000	\$0.00	Not Yet Begun	
		Notes: Grant application(s) under development.			
20	Transportation Project	\$70,000	~\$45,000	<div><div></div><div></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. Next report anticipated on Council's February 7th meeting agenda.			
21	Fairmont/Pinegrove Drainage Improvement	\$94,500	\$0.00	Not Yet Begun	
		Notes: RFP for Engineering Services under development.			
22	Sports Field Culvert Replacement	\$15,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: Installation completed.			
23	Sports Field Improvement	\$45,000	~\$25,000	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: Project essentially completed. Bleachers ordered for installation in the Spring. Wrap-up report to Council anticipated in February 2023.			
24	Wharf Condition Assessment	\$20,000	~\$5,000	<div><div></div><div></div><div></div><div></div><div></div></div>	
		Notes: Completed. Report on Council's Jan 26th meeting agenda.			

Fire Services					
1	Helmet Replacement	\$16,000	\$0.00	Not Yet Begun	
		Notes:			
2	SCBA Packs	\$30,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: Completed.			
3	SCBA Spare Bottles	\$10,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: Completed.			
4	Build New Fire Station	\$4,456,600	\$4,605,146.00	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: Construction complete. Grand Opening took place August 20, 2022.			
5	Rescue Truck	\$200,000	~\$200,000	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: Rescue truck purchased and delivered.			
6	New Pumper Truck	\$1,000,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	25%
		Notes: Final RFP closes Jan 26th, 2023.			
7	New Bunker Gear	\$20,000	~\$20,000	<div><div></div><div></div><div></div><div></div><div></div></div>	★
		Notes: New boots and gear ordered and received.			
Water Utility					
1	Connection of New Water Services (As Needed)	\$5,000	\$500.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: As required. New LTCF to be connected in 01/2023. New Duplex on Long Hill Rd connected to town utilities Oct 2022.			
2	Replace Hydrants (As Needed)	\$5,000	\$0.00	Not Yet Begun	
		Notes: As required.			
3	Install Water Meters (As Needed)	\$3,000	\$740.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: As required. Faulty 1.5" commercial water meter replaced Sept 2022. New Compound Water Meter for LTCF Received to be installed 01/2023			

4	Install Corrosion Coating in Chemical Room	\$10,000	\$0.00	Not Yet Begun		
		Notes:				
5	Deadend Flushings - System Extremities	\$13,000	~\$13,000	<div><div></div><div></div><div></div></div>	75%	
		Notes: EQ received, one unit installed.				
6	Water Tank Replacement	\$7,500	~\$6000	<div><div></div><div></div><div></div><div></div></div>		
		Notes: Completed				
7	ICIP Priority #1 - Water Rehabilitation and Extension	\$404,038	\$0.00	Not Yet Begun		
		Notes: Submitted ICIP application, waiting on confirmation of funding.				
8	ICIP Priority #2 - Water Rehabilitation and Improvement	\$828,259	\$0.00	Not Yet Begun		
		Notes: Submitted ICIP application, waiting on confirmation of funding.				
9	Water Service Line Extension	\$40,000	\$0.00	Not Yet Begun		
		Notes: Fairmont Street on hold until spring				
10	Reserve Pump Replacement	\$11,500	\$0.00	Not Yet Begun		
		Notes:				
11	Install Security Cameras	\$4,000	\$0.00	<div><div></div><div></div></div>	50%	
		Notes: Installation schematic under development with contractor now.				
12	Install Level Control Valves	\$2,500	\$0.00	Not Yet Begun		
		Notes:				
13	Flow Meter at Water Treatment Plant	\$3,000	\$0.00	Not Yet Begun		
		Notes:				
14	Rebuild Pump #1	\$5,000	\$2,900.00	<div><div></div><div></div></div>	50%	
		Notes: New motor installed, old unit with pump repair shop.				
15	Replace Compressor at Water Treatment Plant	\$20,000	~\$20,000	<div><div></div><div></div><div></div><div></div></div>		
		Notes: Received and installed.				

16	Initial Phase Water Rehabilitation	\$450,000	~\$400,000	<div><div></div><div></div><div></div></div>	75%
		Notes: Work completed however staff are still awaiting wrap-up meeting with MacLeod Group to confirm donated assets.			
Wastewater					
1	Replace Lift Station Pump (Small Pump)	\$2,000	\$0.00	Not Yet Begun	
		Notes:			
2	Lift Station Repairs	\$40,000	\$0.00	Not Yet Begun	
		Notes: Tender under development.			
3	ICIP Priority #1 - Wastewater Extension	\$134,679	\$0.00	Not Yet Begun	
		Notes: Submitted ICIP application, waiting on confirmation of funding.			
4	ICIP Priority #2 - Wastewater Rehabilitation and Improvement	\$828,259	\$0.00	Not Yet Begun	
		Notes: Submitted ICIP application, waiting on confirmation of funding.			
5	Installation of New Sewer Services (As Needed)	\$10,000	\$0.00	<div><div></div><div></div><div></div></div>	75%
		Notes: New Duplex on Long Hill Rd connected to town utilities Oct 2022.			
6	PAA Pilot Project	\$32,000	~\$15,000	<div><div></div><div></div><div></div></div>	50%
		Notes: PAA Pilot underway since 2020. Tender for modification of chemical building under development.			
Electric Utility					
1	Western Circuit Voltage Regulators	\$100,000	~\$100,000	<div><div></div><div></div><div></div></div>	75%
		Notes: EQ on order. Delivery now anticipated in April/May.			
2	Replace All Transformers with PCB by 2025	\$83,333	\$0.00	<div><div></div><div></div><div></div></div>	50%
		Notes: 2022-23 replacements nearly completed. Tender under development for 2023-24 new units.			
3	Disposal of Transformers with PCB	\$13,220	\$0.00	Not Yet Begun	
		Notes: Tender under development.			

4	Pole/Line Replacements (As Needed)	\$25,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: As required.			
5	Edgewater Street Lighting	\$70,000	\$0.00	Not Yet Begun	
		Notes:			
6	New Digital Meters (As Needed)	\$11,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: As required.			
7	New Transformers (As Needed)	\$35,000	\$0.00	<div><div></div><div></div><div></div><div></div><div></div></div>	75%
		Notes: As required.			



Town of Mahone Bay

Staff Report

RE: Marina Wharf

January 26th, 2023

General Overview:

This staff report is intended to present Council with an update concerning the Town-owned wharf at the Mahone Bay Civic Marina.

Background:

At Council's regular meeting of July 28th, 2022 the following motion was passed (July 28th staff report attached as Appendix A):

THAT Council approve the addition of \$20,000 to the 2022-23 budget for a detailed condition assessment of the wharf at the Mahone Bay Civic Marina, with corresponding transfer from Gas Tax Reserve. Motion carried.

Pinto Engineering Ltd. were contracted to undertake the condition assessment.

In relation to capital work at the marina it should be further noted that at Council's regular meeting of January 10th, 2023 the following motion was passed:

THAT Council direct staff to consult with the Wooden Boat Society regarding possible replacement of the pump-out station at the marina and to report their findings and recommendations to Council as soon as possible. Motion carried.

Analysis:

The Civic Marina Assessment Report received from Pinto is attached as Appendix B to this report.

As noted in the Pinto report, the condition of the wharf isn't getting dramatically worse day-to-day, so while the condition of the wharf represents a pressing need, it still doesn't warrant emergency action and can be referred to Council's 2023-24 annual budget process.

Before the budget process begins staff will discuss the Pinto report with the Wooden Boat Society and local contractors, contemplating the scope of work which will be required in 2023-24. This should provide Council with additional perspective to support budget discussions.

Financial Analysis:

The final cost of the Civic Marina Assessment Report was \$19,801.50.

With respect to capital repairs to the wharf structure, a summary of the estimated costs for each option – excerpted from the attached report - follows:

- 1) Partial timber replacement: \$ 858,000
- 2) Complete replacement of timber cribs: \$4,861,000
- 3) New steel sheet piling bulkheads: \$3,025,000

Replacement of the pumping unit is estimated at \$12,000.

Staff have further observed the need for repairs to the boardwalk area adjacent to the Society's building, estimated at \$2,500.

Climate Analysis:

N/A

Strategic Plan:

N/A

Recommendation:

It is recommended,

THAT Council refer the replacement of the pumping unit, repairs to the boardwalk area, and capital repairs to the wharf structure to the 2023-24 budget.

Attached for Council Review:

- July 28, 2022 Staff Report re Marina Wharf Condition
- Civic Marina Assessment Report – Pinto Engineering Ltd.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Dylan Heide', followed by a long horizontal flourish.

Dylan Heide
Town of Mahone Bay CAO



Town of Mahone Bay

Staff Report

RE: Marina Wharf Condition

July 28th, 2022

General Overview:

This staff report is intended to present Council with information and associated recommendation concerning the condition of the Town-owned wharf at the Mahone Bay Civic Marina.

Background:

In the Fall of 2021 Town staff were approached by representatives of the Mahone Bay Wooden Boat Society – operators of the marina – with concerns about the deterioration/rotation of cribwork on the Northwest side of the wharf. A limited engineering condition assessment was carried out on December 13th, 2021 (report attached as Appendix A). Staff have continued monitoring the Northwest side with the following results:

Measure Dates	Points of Measure		
	A	B	C
Dec 16/21	8.5"	11.75"	9.5"
Jan 17/22	8.25"	11.5"	9.5"
Feb 23/22	8.625"	11.75"	9.5"
Mar 21/22	8.625"	11.875"	9.5"
April 19/22	8.5"	11.75"	9.5"
May 16/22	8.5"	11.5"	9.375"
June 20/22	8.25"	11.5"	9.25"
July 18/22	9"	11.75"	9.625"

Associated current pictures of the Northwest side taken by staff are attached as Appendix B.

Analysis:

Boats stored on the wharf by the marina operation over the winter of 2021-22 have now been launched leaving the area clear for detailed condition assessment as recommended in the attached report. Staff recommend undertaking this detailed assessment as soon as possible to inform repairs and/or possible usage restrictions to be imposed.

The proposed detailed assessment will attempt to determine the cause of the cribwork rotation by excavating to expose the cribs to assess the condition of the buried sections.

Since the most economical repair option would be the replacement of the deteriorated sections of cribwork, it will be necessary to complete an inspection of the cribwork below the tidal zone. If the cribwork is badly deteriorated below the tidal zone, replacement of the cribwork above will no longer be an option.

Following completion of the fieldwork, concept designs for repair options will be developed. If it is confirmed that repairs cannot be completed due to below water condition of the cribwork, replacement or other options will be looked at. Cost estimates will be completed for all options considered.

Financial Analysis:

The estimated cost of the detailed condition assessment is \$20,000. This cost is eligible to be funded from Gas Tax Reserve.

Climate Analysis:

N/A

Strategic Plan:

N/A

Recommendation:

It is recommended,

THAT Council approve the addition of \$20,000 to the 2022-23 budget with corresponding transfer from Gas Tax Reserve.

Attached for Council Review:

- Limited Engineering Condition Assessment Report, December 13th, 2021.
- Photos of Northwest side of Wharf.

Respectfully Submitted,



Dylan Heide
Town of Mahone Bay CAO



Town of Mahone Bay

Civic Marina Assessment Report



January 09, 2023

Town of Mahone Bay
Mahone Bay Civic Marina
Assessment Report

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1.0 INTRODUCTION

Malcolm PINTO Engineering Limited (PINTO) completed an assessment of the Mahone Bay Civic Marina Wharf that included an above and below water inspection of the exposed face of the existing timber cribwork structures. The back wall of the cribwork was also inspected at two locations that were exposed by excavation. The below water diving work was carried out by Connors Diving Services and the excavation work was completed by S. W. Barry Construction Limited.

The wharf assessment was initiated by the Town of Mahone Bay due to concerns regarding stability of the timber cribwork resulting from visible outward displacement of the timber cribwork on the north face of the wharf. An initial visual inspection was completed by PINTO on December 13, 2021, to determine if repairs were required to ensure the structure would survive the winter months while boats were stored in the marina yard behind the timber cribwork. Based on that visual inspection, it was recommended that the north wharf face be monitored to determine if any additional outward displacements occurred over the winter months and, subsequently, monthly measurements were made by the Town at three points along the wharf face.

A site visit that included the diving inspection was carried out on September 16, 2022, and the remaining work, including the excavation to expose the back face of the cribwork, was completed on Oct 03, 2022. The below water diving inspection included a visual inspection of all three faces of the timber cribwork wharf and a plumb line was used to measure the out-of-plumbness of the crib walls at several locations on the north and east wall faces, over the full crib height.

Based on site measurements, an existing layout was prepared and is included as Drawing S101 in Appendix A. Preliminary concept plans and sections of repair options are also included in Appendix A. A series of photographs is included in Appendix B showing typical construction and areas of deterioration, and a video of the diving inspection is included as Appendix C.

2.0 BACKGROUND INFORMATION AND CONSTRUCTION

The cribwork wharf was constructed with 200 mm x 200 mm (8" x 8") creosoted timber members and was assembled in three sections or cribs as shown on the plan in Appendix A. The three crib sections would have been partially constructed on land and then floated into place and filled with ballast to sink. The crib joints shown on the plan are only evident below water or at lower tide levels. After sinking, the top tiers of timber would have been constructed in place, with a single line of cross ties placed over the crib joints so that the joints do not continue up to the top of the cribwork. The cribs were constructed with a closed front face. The excavation of the crib back wall revealed open faced construction. Closed face differs from open face with the addition of infill timbers between the ends of the protruding cross ties. Closed face construction is used in areas where ice could damage the open face cribwork. Also, closed face cribwork allows the use of smaller ballast material that would otherwise fall out through the openings between the main longitudinal members.

The timber cribs on the north and south sides (Cribs 1 and 3) have a width between 6.1 m and 6.4 m (20' and 21') and these cribs are two cells in width. Crib 2 on the east side has a width of 7.3 m (24') and is three cells in width. Along the length of the wharf, the cell lengths vary between 2.4 m and 3.15 m (7.9' and 10.3'), measured center to center of the cross ties.

For the purposes of this report, an elevation at the top of the cribwork was estimated based on measured tide levels versus published tide levels. This method is frequently used when there are no existing drawings or survey data available, however, its accuracy is sometimes questionable. As shown on the wharf section on Drawing S102, the top of cribwork (below timber curb) is assumed to be 3.30 m, based on Chart Datum.

The age of the cribwork is unknown. Repairs were completed on the south face of the wharf circa 2016 that included replacement of several courses of longitudinal crib members and infill timber, vertical binder posts, timber fenders and curbs. Many of the original cross ties remained in place.

The yard enclosed by the timber cribwork is used to store pleasure craft during the winter months and the boats have been kept back away from the face the wharf for safety and structural concerns.

3.0 CONDITION ASSESSMENT

3.1 Top of North Wall Displacements

Over the past year, the Town has made monthly measurements of the outward displacements on the north wharf face at three locations and a summary of these displacements is presented below in Table 1. Location B corresponds with the location of maximum observed displacement, between cross ties numbered 5 and 6 on the plan. Locations A and B are at the cross ties on either side of Location C, at cross ties numbered 6 and 5, respectively. Measurements were taken from a string line running between the ends of the wharf face and can be seen in Photo 3.

TABLE 1 – SUMMARY – MONTHLY DISPLACEMENT MEASUREMENTS

Date of Measurement	Lateral Displacement - inches (mm)		
	Location A	Location B	Location C
Dec 2021	8.5" (215)	11.75" (298)	9.5" (240)
Jan 2022	8.25" (210)	11.5" (292)	9.5" (240)
Feb 2022	8.625" (220)	11.75" (298)	9.5" (240)
Mar 2022	8.625" (220)	11.875" (302)	9.5" (240)
April 2022	8.5" (215)	11.75" (298)	9.5" (240)
May 2022	8.5" (215)	11.5" (292)	9.375" (238)
June 2022	8.25" (210)	11.5" (292)	9.25" (235)
July 2022	9" (230)	11.75" (298)	9.625" (245)
Aug 2022	8.25" (210)	11.625" (295)	9.5" (240)
Sept 2022	8.25" (210)	11.5" (292)	9.25" (235)
Oct 2022	9" (230)	11.75" (298)	9.5" (240)
Nov 2022	-	-	-
Dec 2022	9.5" (240)	12" (305)	9" (230)

The measurements fluctuate by 1.25" (32 mm) at location A, 0.5" (13 mm) at Location B and 5/8" (16 mm) at Location C. These measurements do not reveal significant movements in the crib face over that time period.

3.2 Wharf Face Conditions

The results of the below water inspection on each of the three timber wharf faces are summarized in Tables 2 to 4 below. Locations are referenced to the cross tie line number on each wharf face, as shown on the wharf plan in Appendix A. The diving video also uses the same reference system. There are two types of longitudinal face members referenced in the tables. The first type are the main longitudinal members that are referred as "main member" and the second type are the infill pieces between the main members and are referred to as "infill member".

TABLE 2 – SUMMARY – SOUTH FACE TIMBER CONDITION

Location	Condition
Cross Ties 3	First cross tie from seabed: severe end rot, probe penetrated 570 mm into end of tie.
Cross Ties 4	Third cross tie from seabed: severe end rot, probe penetrated 550 mm into end of tie.
Between Ties 4 and 5	Tenth tier from seabed: infill member deteriorated along length.
Cross Ties 5	Third cross tie from seabed: severe end rot, probe penetrated 420 mm. Fourth cross tie from seabed: : severe end rot, probe penetrated 470 mm. Fifth cross tie from seabed: severe end rot. To east side of crib joint, a mound of fine material approx. 800 mm height x 1400 mm length x 2000 mm width out.
Between Ties 5 and 6	Fourth tier from seabed: infill member at least 50% gone.
Between Ties 6 and 7	Fourth tier from seabed: main member 900 mm long deteriorated area with 70 mm min. penetration.
Cross Ties 7	Sixth cross tie from seabed: longitudinal crack.
Between Ties 7 and 8	Third tier from seabed: main member small area of deterioration. Fifth tier from seabed: main member small area with 50% loss. Eighth tier from seabed: infill member 1000 mm long deteriorated area, 80 mm penetration.

TABLE 3 – SUMMARY – EAST FACE TIMBER CONDITION

Location	Condition
South Corner	<ul style="list-style-type: none"> 11th tier from seabed: main member end split depth 300 mm min.
Between Corner and Ties 2	<ul style="list-style-type: none"> Bottom tier at seabed: main member deterioration 1200 mm long depth 110 mm. 11th tier from seabed: main member area of deterioration 600 mm long x 60 mm depth. 13th tier from seabed: main member area of deterioration 1400 mm long x 120 mm depth.
Between Ties 2 and 3	<ul style="list-style-type: none"> Bottom tier at seabed: main member full length deterioration min 100 mm depth. Third from seabed: main member full length deterioration close to full width.

TABLE 3 (Cont'd) – SUMMARY – EAST FACE TIMBER CONDITION

Location	Condition
Between Ties 3 and 4	<ul style="list-style-type: none"> • Second tier from seabed: Infill member 1300 long area of deterioration with min. 100 mm depth. • Fourth tier from seabed: main member full length severe deterioration, min depth 120 mm.
Between Ties 4 and 5	<ul style="list-style-type: none"> • Tenth tier from seabed: Infill member 900 mm long deterioration 60 mm depth.
Between Ties 5 and 6	<ul style="list-style-type: none"> • Fourth tier from seabed: infill member 900 mm long deterioration 120 mm depth. • 11th tier from seabed: main member full length deterioration 80 mm depth. • 12th tier from seabed: Infill member 600 long deterioration full depth. • 13th tier from seabed: main member 600 long deterioration 70 mm depth. • 15th tier from seabed: main member 100 long deterioration 60 mm depth. (Approx. 21 tiers crib height from seabed at this location)
Between Ties 6 and 7	<ul style="list-style-type: none"> • 15th tier from seabed: main member full length deterioration, close to full depth, bad between cross ties on Line 6.
Between Ties 7 and 8	<ul style="list-style-type: none"> • Sixth tier from seabed: infill member 2300 mm long deterioration, close to full depth. • Seventh tier from seabed: main member 1000 mm long deterioration 110 mm depth. • Tenth tier from seabed: infill member 1800 mm long deterioration full depth. • 12th tier from seabed: infill member 1400 mm long deterioration full depth. • 15th tier from seabed: main member 1200 mm long deterioration 90 mm depth.
Cross Ties 8	<ul style="list-style-type: none"> • Crib joint. Some fine material lost and on seabed.
Between Ties 8 and 9	<ul style="list-style-type: none"> • Fourth tier from seabed: infill member 500 mm long deterioration 70 mm depth. • 11th tier from seabed: main member 2800 mm long deterioration 120 mm depth, extending to between cross ties at each end. • 19th tier from seabed: main member large split full length extending to between cross ties on Line 8.
Cross Ties 9	<ul style="list-style-type: none"> • 11th cross tie from seabed: end splitting
Between Ties 9 and Corner	<ul style="list-style-type: none"> • 12th tier from seabed: main member 2700 mm long section loss 110 mm depth, extending to between cross ties on Line 9.

TABLE 4 – SUMMARY – NORTH FACE TIMBER CONDITION

Location	Condition
East Corner	<ul style="list-style-type: none"> • 11th butt end from seabed: end rot.
Between Corner and Ties 2	<ul style="list-style-type: none"> • Ballast floor is fourth tier visible above seabed. • 4th tier from seabed: infill member section loss 1800 mm long, 50 mm height and 110 mm depth. • 21st tier from seabed: infill member section loss 1400 mm long, 110 mm height and 50 mm depth.
Cross Ties 2	
Between Ties 2 and 3	<ul style="list-style-type: none"> • Second tier above ballast floor: infill member section loss 1500 mm long (continuing into seabed) 160 mm height and 120 mm depth.
Cross Ties 3	<ul style="list-style-type: none"> • 8th cross tie from seabed end splitting and deterioration. • 9th cross tie from seabed: end rot.
Between Ties 3 and 4	<ul style="list-style-type: none"> • Sixth tier from seabed: infill member section loss 900 mm long 70 mm height and 150 mm depth. • Tenth tier from seabed: infill member full length section loss 150 mm height 130 mm depth.
Cross Ties 4	<ul style="list-style-type: none"> • Ninth cross tie from seabed: end splitting and end rot.
Between Ties 4 and 5	<ul style="list-style-type: none"> • Third tier from seabed: infill member section loss 2000 mm long (extending into seabed) 140 mm height 100 mm depth. • Fourth tier from seabed: main member severe deterioration 2000 mm long 60 mm height 80 mm depth
Cross Ties 5	<ul style="list-style-type: none"> • Sixth cross tie from seabed: some splitting and end rot.
Between Ties 5 and 6	<ul style="list-style-type: none"> • 14th tier from seabed: infill member full length splitting • 15th tier from seabed: main member deterioration between cross ties on Line 5, 800 mm long 100 mm height 60 mm depth.
Cross ties 6	<ul style="list-style-type: none"> • Fourth cross tie from seabed: end rot. • Sixth cross tie from seabed: end rot.
Between Ties 6 and 7	<ul style="list-style-type: none"> • 11th tier from seabed: main member deterioration 900 mm long full height.
Cross Ties 7	<ul style="list-style-type: none"> • Fifth cross tie from seabed: end splitting. • Sixth cross tie from seabed: split 200 mm depth.

The tables above show that there are some severely deteriorated timber members located in the lower tidal zone and below. The upper tidal zone and above was reviewed above water and conditions are discussed below.

The south face of the wharf was partially reconstructed circa 2016, as can be seen in Photo 4. The top eleven tiers of face timbers, including main members and infill members, were replaced between Cross Ties Lines No. 1 and 5. Between No. 5 and the corner, less than eleven tiers were replaced, as shown in Photo 5. Binder posts behind the front face timbers were also replaced and all new main longitudinal members were bolted to the binder posts.

The original cross ties were incorporated into the rebuild and some tie ends are in a severely deteriorated condition, as shown in Photo 6.

On the West face, the top two tiers of timber were previously replaced, as well as the curbs.

3.3 Wharf Face Plumbness

During the diving inspection, a weighted line was used to measure the out-of-plumbness of the wharf face at four locations on the north side of the wharf and at three locations on the east side. These locations are shown on the plan in Appendix A. Table 5 below shows the offsets at each tier of timber from the seabed to the top member at each location. Tier No. 1 represents the first tier above the seabed. Location 2 is coincident with the area of maximum outward displacement at the top of the cribwork on the north face, one of the locations that was monitored for displacement over the previous months by the town. For comparison purposes, Location 4 corresponds with the start of the section of cribwork wall that visually appeared to be fairly plumb.

TABLE 5 – SUMMARY – WALL PLUMBNESS

Location	Tier Number	Offset (mm)		Location	Tier Number	Offset (mm)
P1 (North face, 4.6 m from West corner)	20	330		P2	21	360
	19	320		(North face, 7.8 m from West corner)	20	305
	18	300			19	295
	17	270			18	285
	16	260			17	265
	15	250			16	260
	14	250			15	260
	13	230			14	200
	12	205			13	150
	11	180			12	150
	10	170			11	150
	9	140			10	150
	8	140			9	130
	7	100			8	120
	6	80			7	80
	5				6	70
	4				5	40
	3	20			4	40
	2				3	35
	1	0			2	5
					1	0

TABLE 5 (Cont'd) – SUMMARY – WALL PLUMBNESS

Location	Tier Number	Offset (mm)		Location	Tier Number	Offset (mm)
P3 (North face, 10.4 m from West corner)				P4	26	45
				(North face,	25	45
				13.8 m from	24	45
				West corner)	23	30
	22	245			22	30
	21	215			21	30
	20	200			20	30
	19	210			19	30
	18	210			18	20
	17	190			17	20
	16	180			16	20
	15	160			15	20
	14	160			14	20
	13	140			13	20
	12	130			12	10
	11	130			11	20
	10	120			10	10
	9	110			9	10
	8	90			8	
	7	80			7	20
	6	70			6	30
	5	60			5	30
	4	60			4	30
	3	50			3	30
	2	10			2	20
	1	0			1	0

. TABLE 5 (Cont'd) – SUMMARY – WALL PLUMBNESS

Location	Tier Number	Offset (mm)		Location	Tier Number	Offset (mm)
P5 (East face, 5.3 m from North corner)				P6	27	465
				(East face, 10.5 m from North corner)	26	440
	25	330			25	425
	24	310			24	400
	23	290			23	395
	22	280			22	375
	21	290			21	340
	20	205			20	340
	19	190			19	320
	18	190			18	300
	17	180			17	290
	16	170			16	280
	15	160			15	270
	14	160			14	220
	13	150			13	220
	12	140			12	180
	11	120			11	180
	10	110			10	170
	9	100			9	140
	8	90			8	110
	7	100			7	90
	6	80			6	60
	5	70			5	40
	4	60			4	30
	3	50			3	20
	2	30			2	10
	1	0			1	0

TABLE 5 (Cont'd) – SUMMARY – WALL PLUMBNESS

Location	Tier Number	Offset (mm)
P7 (East face, 17.4 m from North corner)	28	260
	27	245
	26	245
	25	235
	24	200
	23	185
	22	160
	21	150
	20	150
	19	140
	18	140
	17	140
	16	130
	15	120
	14	120
	13	120
	12	90
	11	90
	10	90
	9	90
	8	80
	7	70
	6	50
	5	40
	4	40
	3	30
	2	10
	1	0

At Location 2, which corresponds to Point B in the monthly measurements taken over the past year, the maximum outward displacement at the top of the cribwork wall face with respect to the lowest crib members above seabed or mudline was measured to be 360 mm. When measured from the straight line between each end of the wharf face, the displacement as measured during the previous year is about 300 mm (11.75") and hasn't changed significantly over that time period. The difference between the two measurements is only 60 mm. The measured displacements shown in the table at Location 2 indicate that the face of the cribwork is a fairly constant slope over the height of the cribwork and the wall does not rotate about a point above the seabed. At Locations 1 and 3 on either side of Location 2, the wall is also sloped over the entire height, with maximum displacements of 330 mm and 245 mm, respectively. At Location 4, where the wall face appeared to be fairly plumb, measurements did show that this was the case. Between this location and the East end of the wharf face, the wall is fairly plumb.

On the east face, the plumb line measurements also show that the entire crib face is rotating outward from the base, similar to the north face. At Location 6, the maximum outward displacement, relative to the lower crib members at the seabed, was measured to be 465 mm, an even greater lateral displacement than the worst location on the north face. Maximum displacements at the plumb line locations on either side were 330 mm and 260 mm.

3.4 Test Pits

Two test pits were excavated to expose the back wall of the timber cribwork. The first pit (Photos 15 and 16) was located near the area on the north face experiencing the maximum lateral displacement. The top cross tie at Line 5 was also exposed for inspection. The pit had an approximate depth of 1.9 metres and the ends of four cross ties and five longitudinal members were exposed. As can be seen in the photographs, there are no infill timbers between the main longitudinal members in the back wall and the exposed timbers are still heavily creosoted. The top four tiers of timber were in poor condition (Photos 17 to 19) and two tiers below that showed some signs of deterioration. The vertical binder post was in bad condition over the same height and, as can be seen in Photo 20, the top is severely deteriorated. Hammer soundings on the exposed cross tie seaward of the binder post indicated some interior loss of section.

The exposed back wall was roughly checked for plumbness and was found to be leaning seaward by 25 to 40 mm over a height of 1,800 mm. Over that same height, the front wall face on that line is leaning outward approximately 160 mm, resulting in a difference of 120 mm to 135 mm. This shows that the cribwork is not rotating as a unit since the front face is at a steeper slope than the back face.

The top cross tie was exposed at both ends and at the center of the crib to confirm the condition of the timber and to determine if the crib was pulling apart due to rot at the fasteners. As can be seen in Photo 21, the cross tie is fastened to the intermediate longitudinal member with one drift bolt and there is no vertical binder post at the intersection. Binder posts along the intermediate longitudinal members and cross ties would have provided increased rigidity to the cribwork structure. Hammer soundings revealed that the cross tie had some interior deterioration, however, there did not appear to be any crushing around the drift bolt.

Along the same cross tie line, the top of the binder post behind the front face was exposed. As shown in Photo 22, the top of the post is severely deteriorated and the top longitudinal member has pulled away from the post leaving a gap of about 95 mm. The top longitudinal member would have been fastened to the cross tie with a drift bolt, therefore, the bolt would have had to pull through the cross tie to achieve that large gap width. Longitudinal members are usually bolted to the binder posts but the post is too short for the top member to be bolted to, as can be seen in Photo 22. Also, not all longitudinal members are bolted to the binder posts. On the back wall exposed in the test pit, only every second longitudinal member is bolted to the binder post. On the front face on cross tie line 6, the binder post

is visible, as shown in Photo 12, and there are no bolts between the longitudinal members and binder post.

Test Pit 2 was located between Cribs No. 1 and No. 2, as shown on the plan in Appendix A. As noted previously, the plan shows a joint between the two cribs, however, the cribs were constructed as a single unit above the floated-in crib sections and the main longitudinal backwall member of Crib No. 1 is coincident with the cross tie in Crib No. 2, as can be seen in Photo 23. The top member appeared to be in good condition but soundings on the member below revealed some interior rot.

4.0 REPAIR OPTIONS

4.1 General

There are limited repair options for timber cribwork construction. Since successive members are fastened to each other with drift bolts/pins, isolated deteriorated members cannot be removed and replaced with new members. The only way to replace a member is to remove all members above it and replace with new. Therefore, the only repair option is to replace the cribwork down to a specified level, similar to what was replaced in the 2016 repairs on the south face.

Other options include complete replacement of the cribwork structure with a new wharf structure, or the construction a new wall around the perimeter of the site. Alternatives for new replacement structures include new timber cribwork similar to the existing structure; new concrete cribs; or a new piled structure with suspended deck on pile caps. Concrete cribs are constructed on land, floated to the site, sunk in place and backfilled. A suitable site is required to construct the cribs on dry land that can be later flooded to float the cribs after construction. As such, this alternative will not be considered as a viable option for this site. Complete replacement with new ballasted timber cribwork will be considered as an alternative for comparison purposes.

It is common to drive a new steel sheet pile bulkhead in front of existing deteriorated cribwork and that option will be discussed below.

4.2 Partial Replacement

The partial replacement/repair option would be the least disruptive option for the marina. The repairs that were completed in 2016 on the south face included the replacement of the top eleven tiers of timber over a large portion of the wharf face. Depending on the accuracy of the assumed top of cribwork elevation of 3.30 m, the new timber begins at an approximate elevation of 1.10 m above Chart Datum, in the mid-tidal range. A review of the tide charts for Mahone Bay reveal that the tide would be below that level for an average of 5 hours per tide cycle (12 hrs 25 mins +/-). If an additional tier were to be replaced, the tide would be below the new level for an average of 3 to 4 hours per tide cycle. If an additional two tiers, or 13 total, were removed, the average time that tide levels would be below that level would likely be less than two hours. With the decrease in time that the top of the lowest work level is exposed above water level, the more difficult it would be for a contractor to complete the work. Therefore, the number of tiers of timber that could be replaced would be in the order of 11 or 12.

Although an expected life span for CCA treated timber for use in the marine environment may be upwards of 25 years, this new timber will be constructed on and mixed with existing timber and, therefore, the expected life from the repaired structure will be limited to the expected life of the existing remaining timber. As noted previously, there are some badly deteriorated crib members located below the proposed limit of replacement. Also, only the

uppermost cross ties can be replaced without additional replacement of non-deteriorated timber members within the buried sections of cribwork. Removal of ballast material from inside cribwork cells would be difficult without damaging the surrounding timber members. As shown in the cross section on Drawing S102, some partial replacement of cross ties can be carried out within the repair area by cutting off the deteriorated ends and splicing in new members. With the partial replacement option, the life of the existing wharf facility could be extended by up to 10 years, however, deterioration of remaining members below the replaced face timbers could result in localized ballast material loss through openings in the cribwork and crushing of deteriorating members may result in localized displacements.

4.3 Complete Replacement with New Timber Cribwork

Complete replacement with new ballasted timber cribwork will require removal of all existing cribwork, levelling the seabed with a crushed stone mattress, floating in and sinking new cribwork and constructing the upper tiers in place. The partially completed cribwork will need to be constructed near the site where they can be pushed or rolled into the water and floated into place. For the purposes of this report, the same cribwork dimensions will be used and a stepped bottom for the north and south cribs will be assumed based on existing seabed slopes. A geotechnical investigation would be required to determine elevations of existing suitable bearing material and/or existing crushed stone mattress.

The existing creosoted cribwork will need to be properly disposed of. On previous projects, this material was accepted at the Chester Landfill facility. Existing suitable ballast and backfill materials can be stockpiled for reuse in the new construction.

4.4 Steel Sheet Pile Bulkheads

Installation of steel sheet piling bulkheads seaward of existing deteriorated timber cribwork is a common repair alternative that has been previously carried out in Halifax Harbour. A plan of the steel sheet piling option is included as Drawing S103 in Appendix B and a cross section is shown on Drawing S104. The footprint for the new yard is based on the dimensional layout of steel sheet pile pairs that will allow for the complete enclosure of the existing timber cribwork. The space between the new piling bulkheads and existing timber cribwork will be filled with clear stone. The existing timber cribwork and ballast would be removed down to the level shown on the cross section, as well as the backfill material outside the cribwork, so that the new tie rods can be installed.

The preliminary concept design for this option assumes that undisturbed native till material will be encountered not far below the existing seabed, since timber cribwork could not be founded on a layer of soft marine sediments. Also, it was assumed that there will be sufficient depth of material above bedrock to allow installation of piling to the required depths as shown. Before the design can be advanced further, these two assumptions would need to be verified through a geotechnical investigation. If bedrock is not located at a sufficient depth to allow for pile installation, the proposed concept design will not be

feasible and expensive toe pins would need to be drilled into the bedrock to prevent the sheet piling from kicking out at the tip.

It is preferable to add a concrete copewall or cap to the top of the new bulkhead wall but that was omitted from the concept design to decrease costs. With regards to sheet pile selection, piles with web and flange thicknesses of at least ½" (12.7 mm) are commonly specified to increase the expected service life of the bulkhead. The concept design shows an AZ18 section that has a thickness of 9.0 mm. The section can be upsized to an AZ26 with a thickness of 12.2 mm for additional service life. Using an assumed thickness loss due to corrosion of 0.3 mm per year in the tidal and splash zones, holes can be expected in the AZ18 piling within 30 years or less and within 40 years or less for the AZ26 piling section. The addition of cathodic protection by welding on sacrificial anodes to the sheet piling below the low tide level will slow rate of corrosion, particularly below the tidal zone and within the lower tidal zone. Without the addition of a concrete copewall extending below the tidal zone or protective coatings, cathodic protection is recommended.

5.0 COST ESTIMATES

5.1 General

Cost estimates for the three options are presented below. A contingency allowance of 20% has been added to each option due to the preliminary nature of the designs and limited geotechnical information for the replacement alternatives. Costs for geotechnical investigations have been included, however, engineering and project management costs have not.

5.2 Partial Replacement

The cost estimate for the partial replacement of the timber cribwork is presented in Table 6 on the following page. As discussed above, the estimate is for the replacement of the top 11 tiers of timber on the crib faces on the north and east sides, with replacement of the top tiers in the back wall as required. This work would have to be awarded as a unit price contract and all members that require replacement behind the front face would need to be verified in the field after exposure by excavation. This work could also be broken into separate contracts with the two wharf faces being completed over two years for budgeting purposes, although it would be more economical to complete under a single contract.

TABLE 6 – COST ESTIMATE – PARTIAL CRIBWORK REPLACEMENT

ITEM NO.	DESCRIPTION OF WORK	UNIT OF MEASURE	ESTIMATED QUANTITY (a)	UNIT PRICE (b)	EXTENSION (a x b)
1	Mobilization/Demobilization	L.S.	1	\$50,000	\$50,000
2	Demolition and Removals				
	a) Timber Cribwork	m ³	45	\$1,100	\$49,500
	b) Ballast	m ³	330	\$150	\$49,500
	c) Other (including Fenders)	L.S.	1	\$10,000	\$10,000
3	Excavation (behind and above Cribwork)	L.S.	1	\$25,000	\$25,000
4	Remove and Reinstall Rock Armour	L.S.	1	\$10,000	\$10,000
5	New Timber Crib Members	m ³	50	\$7,000	\$350,000
6	Timber Curb	L.S.	1	\$17,000	\$17,000
7	Re-install Crib Ballast	m ³	330	\$200	\$66,000
8	Backfill and Granulars	L.S.	1	\$25,000	\$25,000
9	New Ladders	ea.	4	\$1,200	\$4,800
10	Bollards	ea.	6	\$3,000	\$18,000
11	Reinstall Gangway and Receiver	L.S.	1	\$15,000	\$15,000
12	Silt Curtain - Environmental	L.S.	1	\$25,000	\$25,000
	SUBTOTAL				\$714,800
	Contingency 20%		-		\$142,960
	TOTAL				\$858,000

5.3 Complete Replacement with New Cribwork

The cost estimate for complete replacement of the existing timber cribwork with similar construction is presented in Table 7 below. The existing suitable crib ballast and backfill materials can be stockpiled off-site for reuse in the new construction.

TABLE 7 – COST ESTIMATE – COMPLETE CRIBWORK REPLACEMENT

ITEM NO.	DESCRIPTION OF WORK	UNIT OF MEASURE	ESTIMATED QUANTITY (a)	UNIT PRICE (b)	EXTENSION (a x b)
1	Mobilization/Demobilization	L.S.	1	\$100,000	\$100,000
2	Demolition and Removals	L.S.	1	\$250,000	\$250,000
3	Excavation and Dredging	L.S.	1	\$250,000	\$250,000
4	Remove and Reinstall Rock Armour and Stone Wall	L.S.	1	\$50,000	\$50,000
5	Crushed Rock Mattress	L.S.	1	\$100,000	\$100,000
6	New Timber Cribwork and Ballast	m ³	1950	\$1,500	\$2,925,000
7	Timber Curb	L.S.	1	\$25,000	\$25,000
8	New Ladders	ea.	4	\$1,200	\$4,800
9	Reinstall Bollards	ea.	6	\$1,000	\$6,000
10	Backfill and Granulars	m ³	1250	\$200	\$250,000
11	Reinstall Gangway and Receiver	L.S.	1	\$15,000	\$15,000
12	Silt Curtain - Environmental	L.S.	1	\$25,000	\$25,000
13	Timber Fendering	m ³	7.2	\$7,000	\$50,400
	SUBTOTAL				\$4,051,200
	Contingency 20%		-		\$810,240
	Geotechnical Investigation	L.S.	1	\$10,000	\$10,000
	TOTAL				\$4,861,000

5.4 Steel Sheet Pile Bulkheads

The cost estimate for the steel sheet piling bulkhead option is presented in the table below. The estimate includes cost for the AZ18 pile section bulkhead. If the pile section is upsized for additional thickness for corrosion allowance, the price would increase by about \$150,000. If the pile section needs to be upsized due to geotechnical conditions, the cost estimate would need to be revised to account for increased pile lengths and changes to hardware requirements.

TABLE 8 – COST ESTIMATE – SSP BULKHEAD WALLS

ITEM NO.	DESCRIPTION OF WORK	UNIT OF MEASURE	ESTIMATED QUANTITY (a)	UNIT PRICE (b)	EXTENSION (a x b)
1	Mobilization/Demobilization	L.S.	1	\$250,000	\$250,000
2	Demolition and Removals	L.S.	1	\$150,000	\$150,000
3	Excavation	L.S.	1	\$110,000	\$110,000
4	Remove and Reinstall Rock Armour and Stone Wall	L.S.	1	\$50,000	\$50,000
5	Supply/Drive SSP – Bulkhead (AZ18-700)	m ²	830	\$1,200	\$960,000
6	New Anchor Wall (AZ13-700)	m ²	42	\$1,100	\$46,200
7	Tie rods, Wales, and Hardware	tonne	18.50	\$22,000	\$407,000
8	Concrete for Wale Encasement	m ³	32	\$3,000	\$100,000
9	Timber Curb	L.S.	1	\$25,000	\$25,000
10	Backfill and Granulars	L.S.	1	\$300,000	\$300,000
11	New Ladders	ea.	4	\$1,200	\$4,800
12	Bollards and Concrete Bollard Blocks	ea.	6	\$4,000	\$24,000
13	Reinstall Gangway and Receiver	L.S.	1	\$15,000	\$15,000
14	Cathodic protection (20 yr. anodes)	ea.	48	\$1,200	\$57,600
	SUBTOTAL				\$2,499,600
	Contingency 20%		-		\$499,920
	Geotechnical Investigation	L.S.	1	\$25,000	\$25,000
	TOTAL				\$3,025,000

6.0 SUMMARY

An existing condition assessment was completed on the timber cribwork at the Mahone Bay Civic Marina to determine the cause of outward movement of the crib face at the north side of the site and to look at repair options. The study included a below water diving inspection and excavation of test pits to expose the back side of the timber cribwork.

Plumb lines were used to measure the outward displacement of the cribwork at several locations on the north and east faces and it was revealed that the displacements occur over the entire height of the cribwork. The greatest displacements, at the top of the cribwork relative to the cribwork at the seabed, on the north and east faces were measured to be about 360 mm and 465 mm, respectively. A test pit excavated behind the cribwork near the location of maximum displacement on the north face found that the back face of the cribwork does not have the same seaward lean as the front face. Therefore, a large portion of the outward movement of the front face is likely due to timber deterioration and crushing at bolted connections. The timber face members on the north and east faces are severely deteriorated in the upper tidal and splash zones and there are also deteriorated members below these levels.

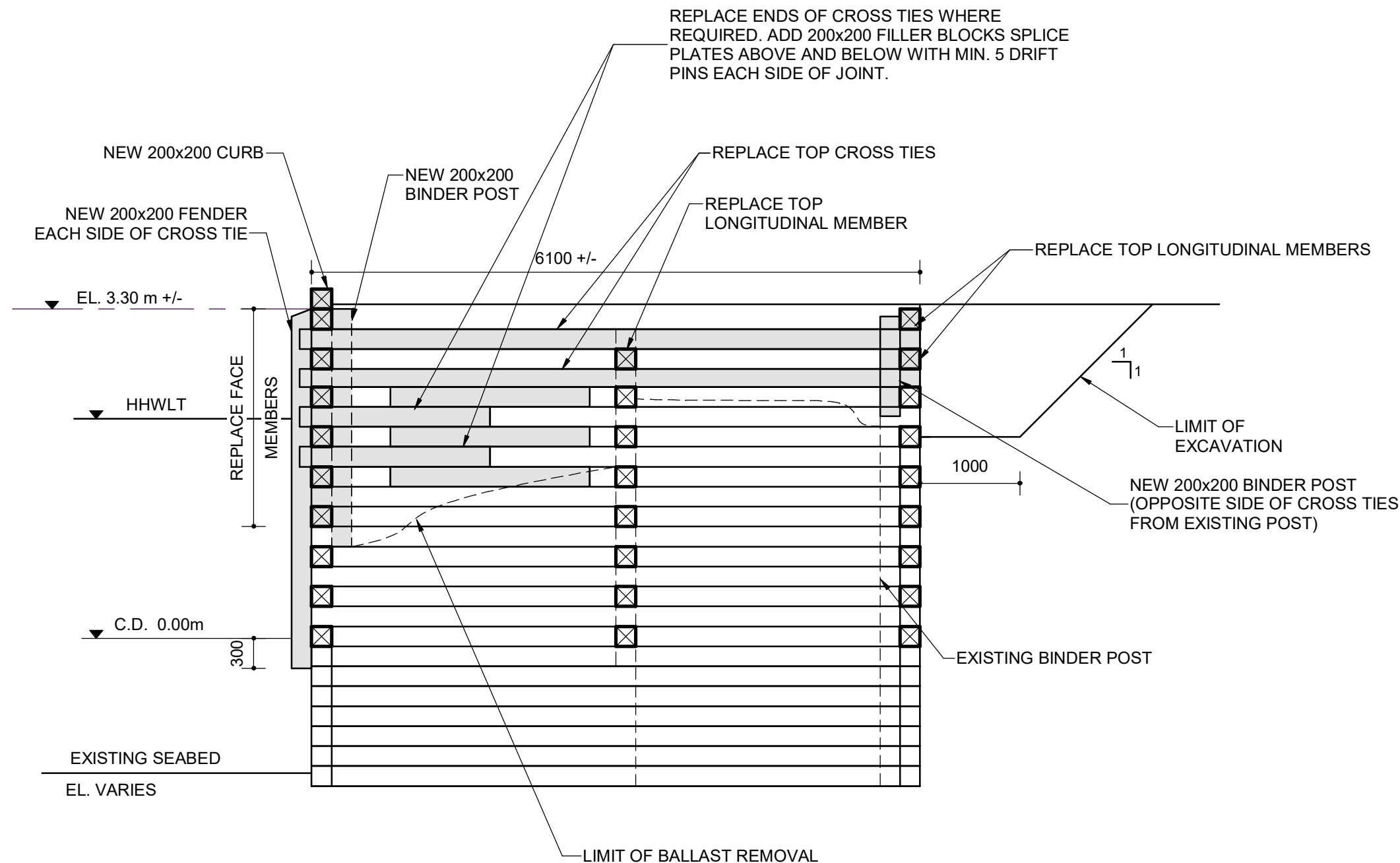
Three alternatives were presented for repair of the cribwork including partial replacement of cribwork similar to that previously completed on the south face; complete replacement with new timber cribs; and installation of new steel sheet piling around the site seaward of the existing crib faces. A summary of the estimated costs for each option are as follows:

- | | |
|--|-------------|
| 1) Partial timber replacement: | \$ 858,000 |
| 2) Complete replacement of timber cribs: | \$4,861,000 |
| 3) New steel sheet piling bulkheads: | \$3,025,000 |

Although the partial replacement option is the least costly, it will have the shortest life span.

APPENDIX A

DRAWINGS



SECTION - PARTIAL REPLACEMENT OF CRIBWORK

1 : 50

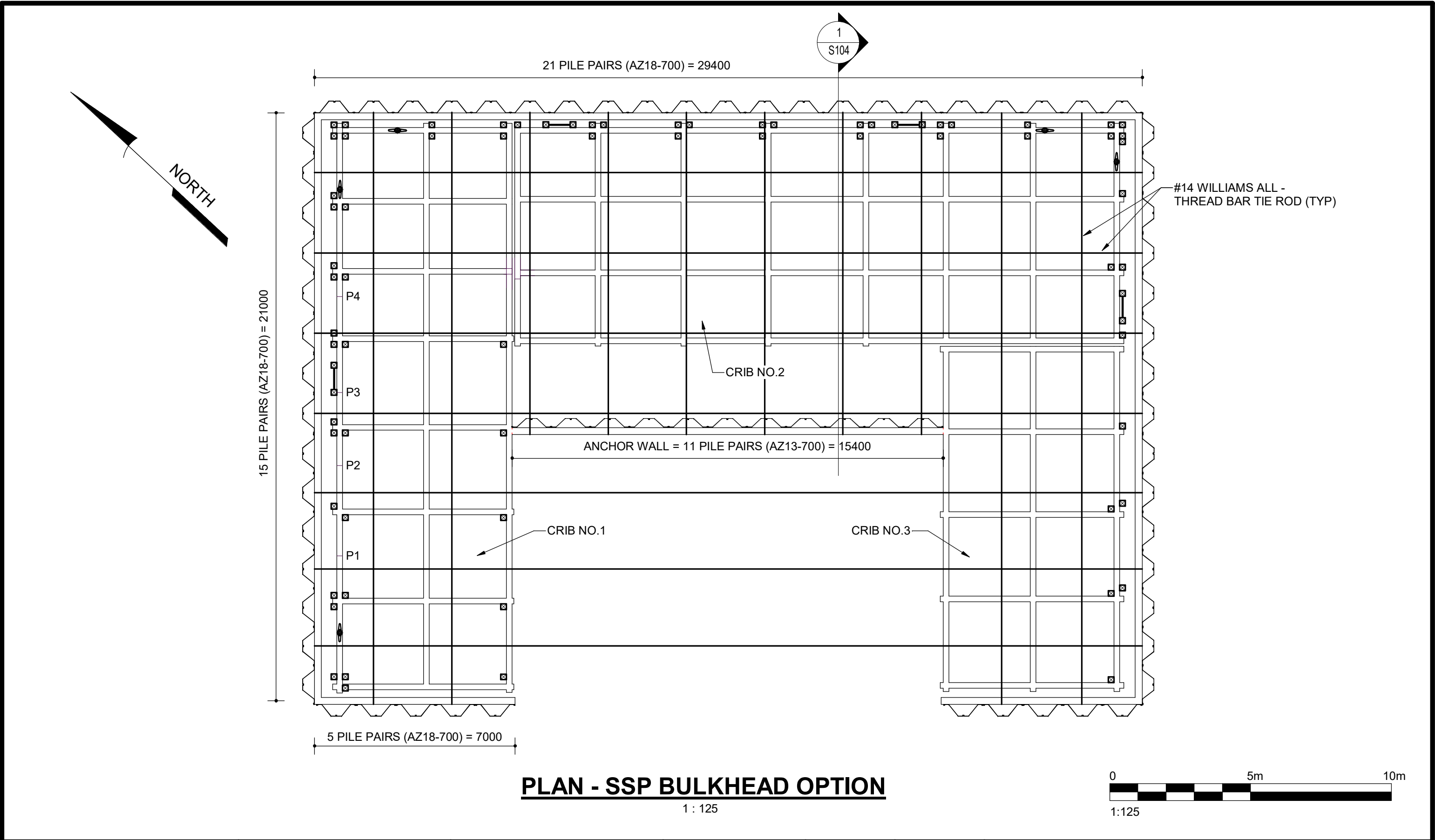
LEGEND

 - NEW TIMBER MEMBERS
 (TO BE CONFIRMED ON SITE)

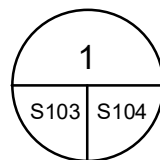
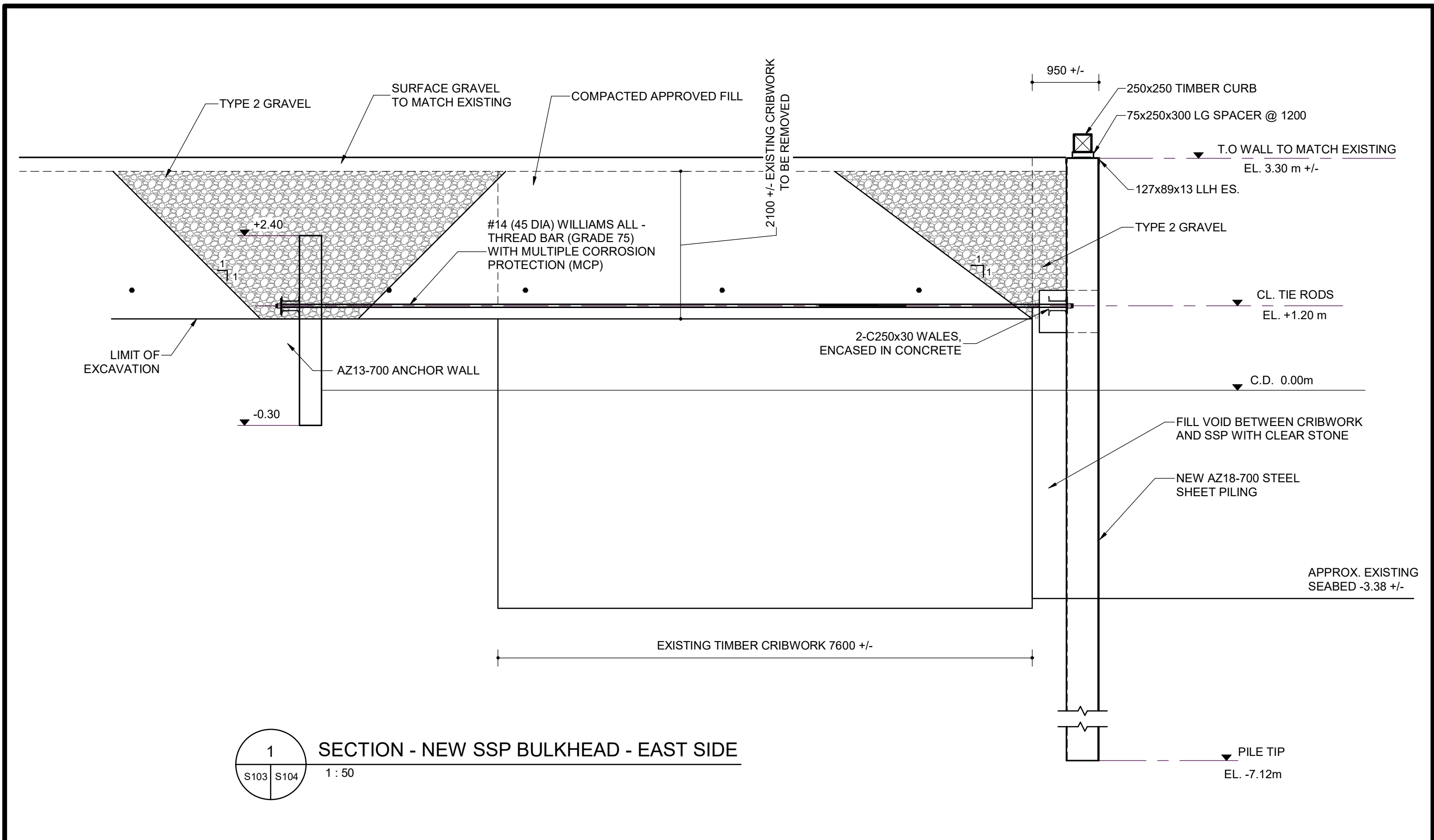
				 <small>www.consultpinto.com</small> <small>T (902) 420-9800</small> <small>F (902) 484-7288</small> <small>T (800) 659-6618 US-CDN</small>	<small>ISO 9001:2015</small> <small>Civil</small> <small>Structural</small> <small>Risk Evaluation</small> <small>Mediation/Arbitration</small> <small>Failure Investigation & Reports</small>	CLIENT		DATE:	CHECKED:	PROJECT	SUBJECT	DWG. No.
No.	Revision	Apr.	Date					JAN.,09,2023				
								DRAWN:	APPROVED:	MAHONE BAY CIVIC MARINA WHARF	PARTIAL REPLACEMENT OPTION	S102
								FM				

PLOTTED 2023-01-09 9:30:04 AM

MPEL PROJ # 20182016



				 www.consultpinto.com T (902) 420-9800 F (902) 484-7288 T (800) 659-6618 US-CDN	Civil Structural Risk Evaluation Mediation/Arbitration Failure Investigation & Reports	CLIENT		DATE: JAN.,09,2023	CHECKED:	PROJECT MAHONE BAY CIVIC MARINA WHARF	SUBJECT PLAN - SSP BULKHEAD OPTION	DWG. No. S103
No.	Revision	Apr.	Date					DRAWN: FM	APPROVED:			



SECTION - NEW SSP BULKHEAD - EAST SIDE

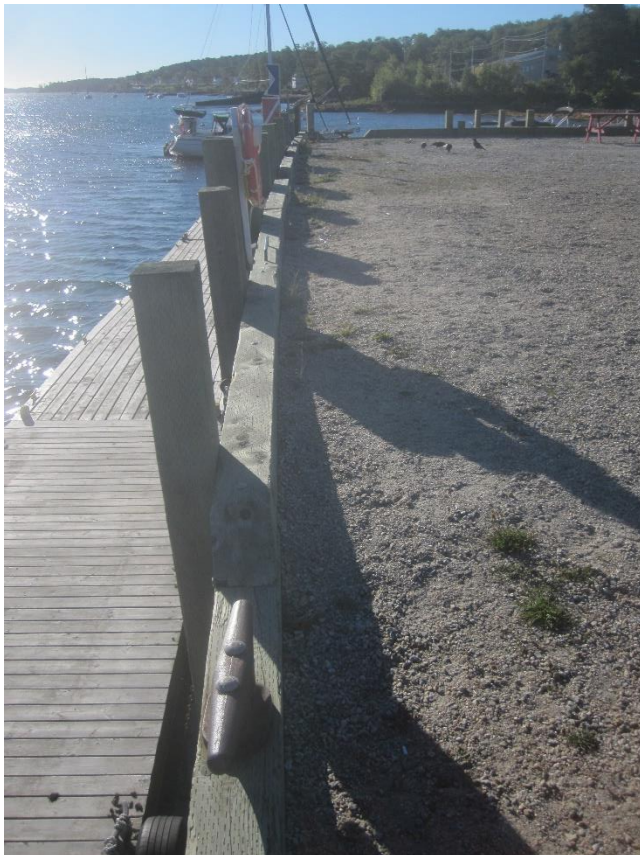
1 : 50

				 www.consultpinto.com T (902) 420-9800 F (902) 484-7288 T (800) 659-6618 US-CDN	Civil Structural Risk Evaluation Mediation/Arbitration Failure Investigation & Reports	CLIENT		DATE:	CHECKED:	PROJECT MAHONE BAY CIVIC MARINA WHARF	SUBJECT NEW SSP BULKHEAD OPTION - SECTION	DWG. No. S104				
								JAN.,09,2023								
								DRAWN:	APPROVED:							
								FM								
No.	Revision	Apr.	Date													

APPENDIX B
PHOTOGRAPHS



1. Top of South side of wharf, where upper section of wharf face was previously replaced.



2. Top of East side of wharf. Note bowing outward.



3. Top of North side of wharf. Note string line used to take monthly measurements to monitor face displacements.



4. South face of wharf showing previously replaced face members and curb.



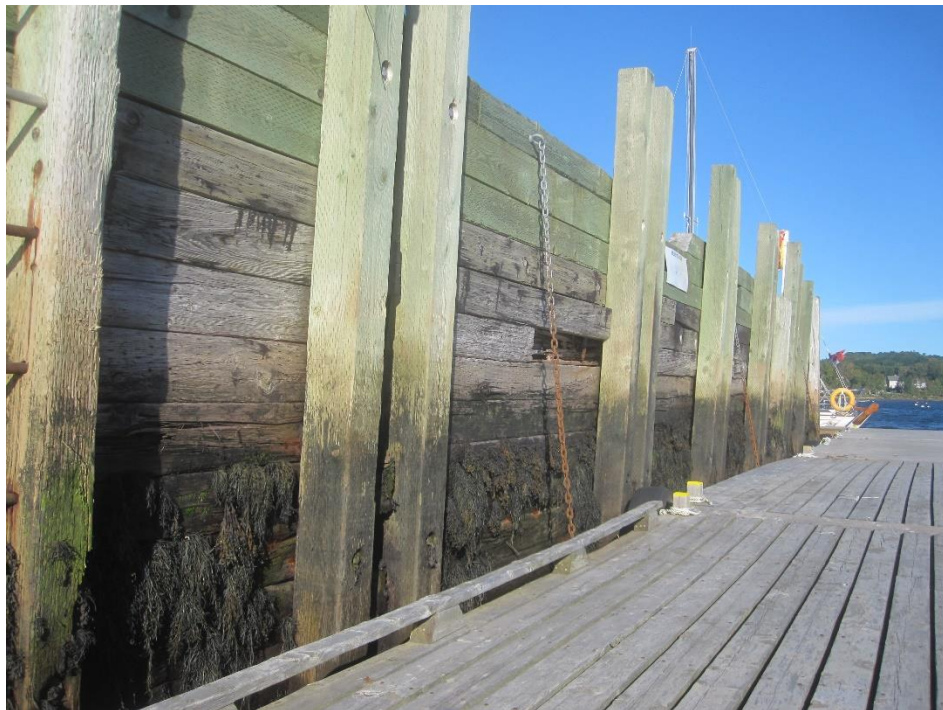
5. South face of wharf near the west end where less tiers of timber were replaced.



6. Severe splitting and deterioration at end of original cross ties on South face of wharf where face timbers were replaced.



7. East face of wharf at South end. Main longitudinal member at seventh tier down is severely deteriorated.



8. East face of wharf. Note missing face of main longitudinal member to south of Cross Tie 5. Also note forward lean on wharf face.



9. East face of wharf at Cross Tie 8. Note severe splitting and deterioration of main longitudinal member at seventh tier down. Tiers below also in bad condition.



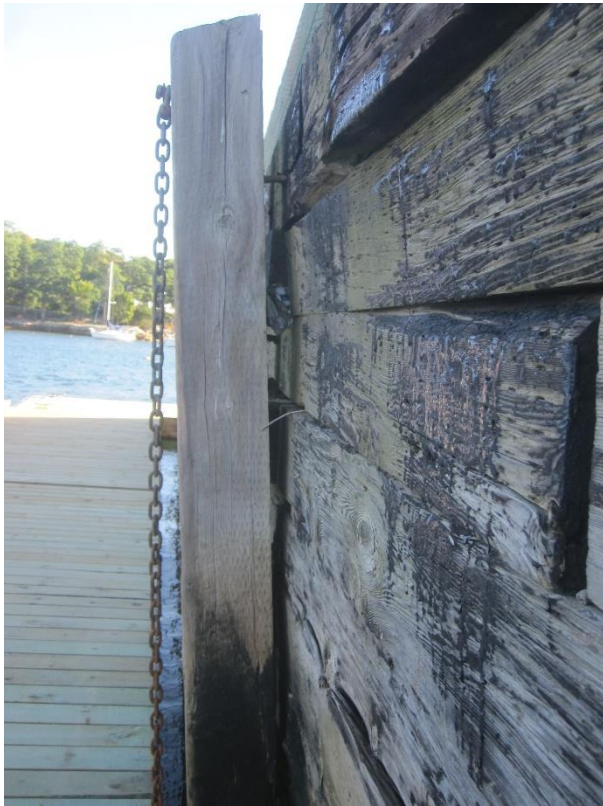
10. East face at North end. Note severe splitting and deterioration of face timbers in the upper tidal zone



11. North face of wharf looking east. The fender timber is at Cross Tie 6.



12. North face at Cross Tie 6. Note binder post visible to right side of cross ties. There are no bolts from main longitudinal members to binder post. Also note deterioration of cross tie ends.



13. North face looking at Cross Tie location 5, that lines up with Test Pit 1.



14. North face between Cross Ties 5 and 6. Note severe deterioration of main longitudinal member at seventh tier from top. Members below are also badly deteriorated.



15. Back of timber crib at Test Pit No. 1.



16. Back of crib at Test Pit No. 1 looking East.



17. Back of crib at Test Pit 1. End of top cross tie is badly deteriorated as well as top two longitudinal members.



18. Back of crib at Test Pit 1. End of second cross tie down. Some interior rot. Binder post is visible to the left behind the longitudinal members.



19. Back of Crib at Test Pit 1. View to left of cross ties in previous photograph.



20. Binder post on inside of backwall of crib at Test Pit 1. Note severe deterioration.



21. Center of crib north of Test Pit 1. Cross tie and intermediate longitudinal member fastened with one drift bolt. Note absence of binder post.



22. Front binder post at other end of cross ties exposed in Test Pit 1. Note severe deterioration and gap between post and front longitudinal member.



23. Test Pit 2 at intersection of backwalls of cribs on North and East faces of wharf.

APPENDIX C
DIVING INSPECTION VIDEO



Town of Mahone Bay

Staff Report

RE: Assistance with Heating Costs

January 26th, 2023

General Overview:

This staff report is intended to provide Council with an analysis of options to assist residents who are experiencing increased home heating costs this winter.

Background:

Due in large part to the rapidly rising market price of energy, the Town of Mahone Bay has applied to the Nova Scotia Utility and Review Board (NSUARB) for a 34.9% electrical rate increase. The price of heating oil has risen even more quickly this winter, meaning all residents are facing increased home heating costs.

With this consideration in mind the Mahone Bay Town Council passed the following motions at their regular meeting on October 21st, 2022:

"THAT Council direct 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." Motion carried.

"THAT Council direct staff to investigate financial options to assist those experiencing financial hardship due to the increased costs of electricity and home heating fuel." Motion carried.

Analysis:

External Assistance

Staff have investigated options for external assistance to residents and rate payers and have identified the following programs:

Heating Assistance Rebate Program (HARP)

Apply online: <https://beta.novascotia.ca/apply-heating-assistance-rebate-heating-assistance-rebate-program>

Cost of Living Support for Nova Scotians

- The rebate will increase from a maximum of \$200 to \$1,000 for everyone
- People with a household income of up to \$85,000 are now eligible
- Applications for the new program will open January 30th 2023 and will close March 31st 2023
- Anyone who has already qualified for a HARP rebate will automatically receive an additional payment in the new year
- This is a tax-free grant

Phone: 902-424-5200

Toll-free: 1-800-670-4357

Fax: 902-428-2164

Mailing address: PO Box 641, CRO, Halifax NS B3J 2T3

The Heat Fund (Home Energy Assistance Top-Up)

<https://salvationarmy.ca/maritime/home/programs/heat/>

You may apply to the HEAT fund if:

- You live in Nova Scotia and are within the following low-income threshold:
 - \$29,000 for one-person households,
 - \$47,703 for two to four person households, and
 - \$67,937 for households of five or more individuals.
- Your household is experiencing an emergency heating situation.

The HEAT Fund will start Jan 16th, 2023, and continue until funds are depleted. The approved applicant would receive assistance one time only up to a max of \$400 depending on the amount required.

HomeWarming Program

HomeWarming offers no-charge energy assessments and free home upgrades to eligible Nova Scotians.

You can apply for the HomeWarming program if:

- Your total family net income is within the levels shown in the chart below.

1 person	\$27,250
2 to 4 people	\$50,635
5 or more people	\$72,113

- You own a single-unit home located in Nova Scotia and can provide proof of ownership. Copies of documentation must be submitted with your application.
- You live in your home year round, it is your current primary residence and you do not plan to sell it in the near future.

The table above shows the *Maximum annual household income* eligible for the *Number of people living in your home* (Line 236 from your Notice of Assessment).

You can speak confidentially with a Service Advisor about your eligibility by calling HomeWarming at 1-877-434-2136 (toll free) or by filling in the form online at <https://www.homewarming.ca/>

Efficiency Nova Scotia

Get free energy efficient products installed in your home. Efficiency Partners will visit your home to install products like LED lighting, faucet aerators, or hot water pipe wrap. Click on the link to get started.

https://www efficiencyns.ca/residential/programs-services/free-energy-efficient-products/#get_started

HOME Program

In addition to the external assistance programs detailed above, staff have explored the possibility of leveraging the Town's existing [HOME Program](#) to assist residents who are experiencing increasing heating costs in converting away from fossil fuels.

The HOME Program – established on behalf of the Town by the Alternative Resource Energy Authority (AREA) – facilitates residents converting away from fossil fuels by streamlining the process to install heat pumps. To date five homes in Mahone Bay have proceeded with heat pump installations through the HOME Program.

At the regular Council meeting of December 13th, 2022 a staff report was received recommending a Federation of Canadian Municipalities supported review of the existing HOME Program, which Council approved. While the review is taking place the program continues to operate. AREA and Town staff are currently finalizing arrangements for a new contractor to join the Program, replacing previous contractor Atlantic Heating and Cooling.

To encourage additional participation in the HOME Program as it currently exists it should be possible for the Town to provide rebates to participants on installation of their new heat pumps. The amount of these rebates would be at the discretion of the Town Council; they could be intended to offset interest charges or be in a fixed amount for all participants. Notionally rebates could be provided for HOME Program installations only, or any heat pump installations. As an unbudgeted initiative the cost of the rebates would be financed from the Town's Operating Reserve. Staff suggest limiting budgetary approval to a set number of participants, perhaps 10; Council could authorize additional funds if necessary, depending on program participation.

Bill Payment Program

The Finance Department has looked into assistance for residents having difficulty with their electrical bills and propose offering the following option to all Electrical Utility customers:

All customers would have the opportunity to create a payment plan that would last for (or up to) a 12-month period. The amortization of the payments would be flexible allowing for payments on a weekly, bi-weekly, monthly, etc., basis. The frequency of payment would be decided by each customer who applies – allowing them to drive their payments based on what works best for each circumstance. The one stipulation is that payments cannot be deferred and must be made, at minimum, on a monthly basis.

The payment plan would have a 0% interest rate for the 12-month period. As a result, the interest that is required to be charged on outstanding balances will be subsidized by TOMB.

Should a payment be in default, those individuals will incur interest and will go back to our regular billing cycle.

As interest rates for outstanding electrical accounts are set by NSUARB approved regulation the Town would have to provide interest relief from general funds. The Town Council would therefore need to determine whether this relief would be available to non-resident ratepayers (as the Electrical Utility services areas outside of the Town's municipal boundaries).

Financial Analysis:

HOME Program

Rebates could be offered in any amount however staff recommend rebates between \$1,000 and \$2,000 per heat pump installed (which could be made equivalent to the interest paid on a typical heat pump installation loan).

Limiting budget approval to the next 10 heat pumps installed would therefore entail the approval of \$10,000-\$25,000, to be funded from Operating Reserve.

Bill Payment Program

To quantify the financial impact, the following assumptions were made:

- The number of customers who may seek this payment plan option will, at minimum, be equivalent to the individuals who defaulted on their bills throughout the defined data range (noted below)
- The total customer count was increased with the addition of those who applied in the 22/23 year for the Low-Income Property Subsidy offered by TOMB

Data Range:

- Data was collected on defaulted bills as follows:
 - o April to December 22/23
 - o January to March 21/22

Monthly Count of Individuals who Defaulted on their Bill Payments

Fiscal Year	Month of Default	# of individuals
22/23	April	117
22/23	May	100
22/23	June	92
22/23	July	97
22/23	August	97
22/23	September	104
22/23	October	93
22/23	November	94
22/23	December	89
21/22	January	86
21/22	February	85
21/22	March	98
Monthly Average		96
Low-Income Subsidy		32
Total Count		128

Monthly Count of Bills				
Fiscal Year	Month of Bill	# of individuals	Total \$	
22/23	April	445	184,866.73	
22/23	May	518	191,711.70	
22/23	June	446	137,536.74	
22/23	July	525	143,205.72	
22/23	August	452	112,948.08	
22/23	September	541	176,039.25	
22/23	October	457	110,645.16	
22/23	November	553	148,539.03	
22/23	December	455	143,340.56	
21/22	January	527	208,154.78	
21/22	February	444	190,567.42	
21/22	March	527	237,566.82	
Monthly Average		491	165,426.83	
Assumed Customers Applying for Payment Prog.		128		
% of Customers Applying for Payment Prog.		26%		
\$ Value of Customers Applying for Payment Prog.			43,140.17	

As shown above, it's expected that 128 customers will apply for the payment program. 26% of the total bills, approximately \$43,140 per month, will be amortized over a different pay period than in previous years.

Using the same data parameters noted above, the total interest owed for the 12-month period was \$4,651. This is at 100% of defaulted accounts. Staff estimate TOMB will have to pay approximately \$1,209 in interest subsidies if 26% of customers applied for the Payment Program.

12 Months of Interest Charged to TOMBEU Customers		
Fiscal Year	Month Interest is Charged	Total Interest Charged
22/23	April	598.1
22/23	May	638.79
22/23	June	435.67
22/23	July	385.95
22/23	August	361.2
22/23	September	386.94
22/23	October	250.31
22/23	November	224.53
22/23	December	235.55
21/22	January	287.83
21/22	February	376.76
21/22	March	469.05
Total Interest Over 12-Month Period		4,650.68
% of Customers Applying for Payment Prog.		26%
TOMB Interest Subsidy		1,209.18

Climate Analysis:

More participation in the HOME program will reduce GHG emissions.

If the homeowner heats with fossil fuels and they install a heat pump, the heat pump will allow them to reduce their use of fossil fuels.

If the homeowner already heats with electricity, for example electric baseboards, and they install a heat pump, the heat pump will allow them to reduce the use of the baseboards, which will reduce emissions because heat pumps are three times more efficient than electric baseboards, so you need less electricity to run them.

Strategic Plan:**1.1 Improve Performance of Town-Owned Utilities**

Reduce water loss, increase flow capacity, reduce service disruptions, and increase demand.

- Implement initiatives to increase demand (grow customer base and transition away from fossil fuels)

2.2 Provide Equitable Services to Support Growth**3.1 Reduce Community Greenhouse Gas Emissions**

Focus on renewable energy supply with a reduction in emissions by sector guided by ongoing public/customer feedback.

- Expand home heating program

Recommendation:

It is recommended,

THAT Council directs staff to obtain legal confirmation on the ability of the Town to provide direct assistance to residents in the form of rebates to HOME Program participants and tax relief for Electrical Utility Bill Payment Program participants.

Attached for Council Review:

None

Respectfully Submitted,

Dylan Heide, Town of Mahone Bay CAO

Ashley Yeadon-Wentzell, Manager of Finance

Lauren Clark, Climate and Energy Program Manager

News release

Legislation Supports Increased Municipal Revenue, More Events, Enhanced Tourism

Municipal Affairs and Housing ([./search?dept=178](https://novascotia.ca/municipal-affairs-and-housing/))

October 14, 2022 - 9:32 AM

The Province is giving municipalities a greater ability to generate revenue to attract events, people and tourists to their communities.

Amendments to the Municipal Government Act and the Halifax Regional Municipality Charter introduced today, October 14, create a consistent, provincewide approach for municipalities to charge a marketing levy on the purchase price of hotel rooms and other accommodations.

Under the proposed legislation, municipalities can choose if they want to impose the levy and at what rate, up to a maximum of three per cent of the total cost of an accommodation.

"I have a mandate commitment to review and modernize the Municipal Government Act, and these consultations and legislative changes are an important piece of that work," said Municipal Affairs and Housing Minister John Lohr. "Like other parts of the country, our Maritime neighbours already have reasonable marketing levies in place that help municipalities develop, plan, attract and pay for large events which benefit communities. This legislation aligns us with other provinces and supports business and tourism in our own province."

The current process around marketing levies is time consuming, inconsistent and has caused confusion for municipalities, tourism marketing organizations, event organizers, sponsors and visitors. Municipalities must request legislative authority from the Province to create a levy, and there are now separate pieces of legislation permitting levies in four areas: Cape Breton Island, Halifax Regional Municipality, Yarmouth (town and district) and Digby (town and district). The levies vary in application and rate. The proposed legislation will apply to municipalities in those areas.

The amendments provide consistency and fairness for all municipalities and reduce red tape.

Quick Facts:

- all other provinces allow some form of marketing levy or accommodation tax, but how the levy is imposed and/or collected varies
- Nova Scotia's proposed approach is similar to what New Brunswick, Prince Edward Island, British Columbia and Manitoba have in place
- the maximum rate of three per cent is lower than average rates across the country; a levy of three per cent on accommodations that cost \$200 per night would be \$6
- rooms registered under the Tourist Accommodations Registration Act would qualify for a levy
- consultation has taken place with key stakeholder groups, including the Nova Scotia Federation of Municipalities, individual municipalities and the tourism industry

Additional Resources:

Bills tabled in the legislature are available at: <https://nslegislature.ca/legislative-business/bills-statutes/bills/assembly-64-session-1> (<https://nslegislature.ca/legislative-business/bills-statutes/bills/assembly-64-session-1>)

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Art Exhibit Proposal

Exhibit Title: THERE IS NO ONE STORY OF BLACK GIRLHOOD: A SERIES OF PAINTINGS BY REBECCA FISK

Artist's Biography: Rebecca S. Fisk

Artist Bio

Rebecca S. Fisk is an African Nova Scotia artist from Mahone Bay. She was born in Calgary Alberta in 1969, but grew up in the South Shore of Nova Scotia.

She works in acrylics and focuses primarily on identity politics and her experiences growing up in a predominantly white rural community and the effects of systemic racism in the Black diaspora. Her most recent work is displayed at the Chester Art Center in Chester, Nova Scotia, and explores harmful stereotypes by juxtaposing herself with objects such as Aunt Jemima Syrup, watermelon, and Black face masks. Fisk primarily uses self-portraiture to tell her stories that are based from childhood memories and adult experiences.

Rebecca earned her BFA from NSCAD in 1992 and her MFA from the University of Saskatchewan in 1997. Her work has been exhibited in galleries such as the Art Gallery of Nova Scotia and Dalhousie University Art Gallery.

Rebecca currently teaches high school art in Chester Basin, Nova Scotia.

Artist's Statement: Rebecca Simone Fisk - Artist Statement

"There is no one story of Black girlhood" is not only my story. It is the story of shared experiences within the Black Diaspora.

This series examines the struggle one must navigate in a society conditioned and consumed by ethnicity and race. Something as simple as a common name of a candy to stereotypes of certain foods are carried into our adulthood, following us around like a bad smell.

My investigation is cathartic, sometimes bringing humour into the associations. The viewer may not be aware of some of the associations. That does not make them any less real.

As a Black woman who grew up in a predominantly white rural community, I have been subjected to racial stereotyping throughout my life. Food and racial stereotypes are common, and I have been affected by them, which has led to the initial stages of my research for *There is No one Story of Black Girlhood*. One early example in 1978 on Halloween, my friend and neighbour was dressed as Aunt Jemima, and had used coal to make her face black. I remember feeling sick to my stomach, and embarrassed to be me. Even in 1978, as a ten-year-old girl, I knew it wasn't right. I was embarrassed to be me because, other than my twin brother, I was the only Black child there. As I grew older and moved to more diverse communities I began to be subjected to 'Colorism' within the Black community. "Oreo" was a common name that I was called. Having been adopted into a white family, I did not share the same cultural experiences. Oreo is a term used to describe someone who is thought of as being black on the outside and white on the inside. Being called Oreo is a double-edged sword; from the white community it means that you 'act white', so are therefore accepted. In the Black community, it means you 'act white' and so are therefore viewed as pretentious. The project is cathartic to me and forces me to confront the racial prejudice that I have experienced in a healthy way. The research I have begun supports my painting process in that I am initially guided by my lived experiences, and through further discovery of the historic and contemporary connotations of each reference to food and objects. The paintings have layers of meaning beyond me personally. The images also confront the viewer, forcing them to question their own biases. In my research it has become evident that a number of these stereotypes are unknown. Although the connection between watermelons and Black people is something that I am aware of, not many people know the reasons why it became synonymous to Black people. My paintings explore and confront those connections.

Logistics:

Exhibit size: 10 – 30”x40” paintings

Location: To be determined, suggesting a rental at The Mahone Bay Centre (MBC) or
a store front which is secure. (Stray Dog Art?)

Length of Exhibit: Typically, one month

- Opening reception with the artist present and speaking
- Gallery hours weekends and by appointment (school/groups)

Staffing: Paid person/honourarium, volunteers to gallery sit

Professional Fees: Honourarium \$300.-\$600.

****NOTES****

*****Funding Possibilities:** If event was to take place in August

African Nova Scotian Affairs (ANSA), providing funding to members who organize commemorations to recognize August events

<https://www.nsfm.ca/province-through-african-nova-scotian-affairs-ansa-asking-members-to-consider-organizing-commemorations-to-recognize-august-events.html>

*****Council Members/Staff may wish to watch these webinars from the NSFM website**

NSFM also co-hosted a special webinar with AMANS on Creating Municipal Action Plans for Ending Racism and Discrimination (July 23).

The slide presentations from municipalities that are fostering understanding, diversity and inclusion are available here:

- [Town of Truro: Confronting Systemic Racism \(Deputy Mayor Wayne Talbot\)](#)
- [Office of African Nova Scotia Affairs presentation \(Natasha Gray\)](#)
- [Town of New Glasgow Presentation - Geralyn MacDonald](#)
- [County of Kings presentation - Brittany Mastroianni](#)

Click this link - <https://www.nsfm.ca/new-webinar-series.html>

***** there may be other possible funding opportunities through the Department of Community, Culture & Heritage:**

<https://cch.novascotia.ca/investing-in-our-future>









There is No One Story of Black Girlhood

SOLO EXHIBITION by
Rebecca S. Fisk

Opening Reception: September 22nd, 5-7PM
Gallery Hours: September 23rd- October 16th
Wednesday-Sunday, 10AM-4PM



NOVA SCOTIA
ART
CHESTER ART CENTRE
60 Queen Street Chester, NS
www.chesterartcentre.ca



The regular meeting of the Town of Mahone Bay's Asset Management Committee for the Town of Mahone Bay was held on Thursday, November 17th, 2022, at 12:08 PM via video conference.

Present:

Mayor, D. Devenne
Councillor R. Nowe
CAO, D. Heide (Acting Secretary)
A. St Onge
B Lewis
D. Waterfield

Absent:

Deputy Mayor, F. Kangata (with regret)
Manager of Finance, A. Yeadon-Wentzell (with regret)

Land Acknowledgement

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

Approval of Agenda

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

Approval of Minutes

A motion by D. Waterfield, seconded by Councilor Nowe, **"THAT the minutes of the October 20, 2022, Asset Management Committee be approved as amended."** Motion carried.

Updated Draft Asset Management Plan: Water Assets

Committee members discussed how the draft asset management plan for water assets had improved, noting areas for further improvement. It was suggested that emphasis be added concerning Council's role in setting priorities for external funding and securing said funding for major infrastructure projects. Specifically for water – and electrical – assets members felt it was important to include more info on the role of the Nova Scotia Utility and Review Board in setting utility rates.

Training Opportunities

Links for training will be sent out to members requiring them.

Committee Membership

Looking for the public's interest to join the committee in the next round of general committee advertisement.

Next Meeting

December 15, 2022, at 12:00 PM.

The meeting adjourned upon motion at 1:08 PM

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Acting Secretary, Dylan Heide



The regular meeting of the Town of Mahone Bay's Asset Management Committee was held on Thursday, December 15th, 2022 at 12:07 p.m. via videoconference.

Present:

Mayor D. Devenne
Councillor R. Nowe
CAO D. Heide (Acting Secretary)
Manager of Public Works & Transportation J. Uhlman
D. Waterfield

Absent:

Deputy Mayor F. Kangata (alternate)(with regret)
Manager of Finance A. Yeadon-Wentzell (with regret)
B. Lewis (with regret)
A. St Onge (with regret)

Gallery: NONE

Land Acknowledgement

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

Approval of Agenda

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

Approval of Minutes

A motion by Councillor Nowe, seconded by D. Waterfield, **"THAT the minutes of the November 17th, 2022 Asset Management Committee be approved as presented."** **Motion carried.**

Updated Draft Asset Management Plan: Wastewater

Committee members discussed how the financial information provided by the Town's new asset management database system (Civitas/QGIS) could best be utilized in development of draft asset management plans.

Updated Risk Maps: Stormwater and Transportation

Committee members reviewed the latest maps of the Town's stormwater and transportation assets provided by asset management contractor Tract/LandInfo on request. These maps – two for each asset class, one providing an overview of infrastructure assets and the highlighting risk (a key decision making criteria) – would be utilized in development of draft asset management plans.

Training Opportunities

Per the note below concerning committee member appointments for 2023, online training links will be provided to members in the new year.

Committee Membership

It was noted that by the committee's next meeting in the new year new public and Council members appointments would be made.

Next Meeting Date

The next meeting is scheduled for January 19th, 2023 at 12:00 PM.

The meeting adjourned upon motion at 1:29 PM

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor David Devenne

Acting Secretary, Dylan Heide

Lunenburg County Seniors' Safety Program

Monthly Report –December 2022

prepared: January 3, 2023

The LCSSP is a free confidential community-based non-profit service that works collaboratively with BPS, RCMP, and many community partners to help address the safety concerns of older adults (55 years of age+), residing in Lunenburg County. Service is provided through awareness campaigns, advocacy, community outreach projects, educational programs, community presentations and one to one service.

2022 has been a transitional year for the Seniors' Safety Program. The Board's patience and understanding throughout this time is appreciated. 2023 promises to be a promising year of continued collaboration, information share and support for older adults in our communities.

LCSSP updates and training opportunities:

- Progressing with the Home Management Navigator Grant project. The Goal is to start presenting/providing the Home management binder to seniors in January.
- Riverport Fraud Prevention Scheduled for January 28th at the Community Centre.
- 2 Tentative Fraud Presentations for March at the Flourish Centre in Bridgewater.
- SSC delivered donated Secret Santa presents to isolated seniors throughout Lunenburg County.
- Volunteers signed just under 100 Christmas cards that were also delivered to seniors; including isolated older adults who are in Long Term Facilities.
- Attended a Fraud Prevention Presentation Discussion with the Better Business Bureau.
- CRA Canada Dental Benefit and one-time top-up to the Canada Housing Benefit Info Session. No new info on the new dental benefit for seniors 65+.
- Virtual meeting with Leon and Meghan from Energize Bridgewater on new program.
- Thank you notes sent to **Bridgewater Pharmasave** for bottles donated for the Vial of Life program, **Sam's No Frills** for reusable bag donation for a client, and **NSBS** for a donation dust masks in assisting a client.

Referrals:

New Referrals: **17** Home/site Visits: **14** # referrals are previous clients: **8**
Closed files: **1**

Referral Source:

Community Partner **6** Self/Family **9** RCMP **2**

Areas of concern: Food security/Christmas, Adult Protection, Safe housing, Community resources/connections, Mental Wellness.

LCSSP Client Emergency Contingency Fund (CECF):

The CECF continues to serve the community in partnership with other organizations to help mitigate risk for seniors experiencing financial hardship. **The December, 2022 float count balance is: \$2,388.66 + 1 \$25.00 Tim Horton's Gift Card.** \$74.64 used for winter gear for a senior with hard to find sizing through donation options.

Happy New Year!!

*'Thank you to all Lunenburg County Seniors' Safety Program supporters.
We couldn't do what we do without you.'*

