



## TOWN COUNCIL AGENDA

May 9, 2023

7:00 p.m.

YouTube Live

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

### Call to Order

### 1 Approval of Agenda

### 2 Minutes

2.1 Regular Council Meeting – April 27, 2023

2.2 Special Council Meeting – April 28, 2023

### 3 Presentations

3.1 Adam Ekins, Fire Chief, Mahone Bay and District Fire Department - Quarterly Report

### 4 Correspondence – Action Items

4.1 Autism Nova Scotia – Walk Your Way Sponsorship Request

### 5 Correspondence – Information Items

5.1 Cathy Andreu – Proposed Noise Bylaw

### 6 Staff Reports

6.1 Staff Report to Council – May 9, 2023

6.2 Staff Report – Alternative Voting Bylaw

6.3 Accessibility Quarterly Update, January – March 2023

6.4 Staff Report – Development Agreements and Plan Mahone Bay Process

6.5 Staff Report – Response to Barry Dupuis

6.6 Staff Report – Tree Donation Recognition

6.7 Existing Conditions & Concepts Reports – WSP

### 7 Council Items

7.1 Mayor Devenne - 2023 Representative Volunteer

7.2 Councillor Feeney – Request from Mahone Bay Community Land Co-operative

### 8 Committee Reports

8.1 Policy and Strategy Committee - Draft Minutes – April 24, 2023

A. Council Policy                      B. Facilities Booking Policy

8.2 Police Advisory Board – Draft Minutes – April 27, 2023

A. Quarterly Report, January – March 2023

8.3 Planning Advisory Committee – Draft Minutes – May 2, 2023

A. Planner's Report to PAC

### 9 New Business

### 10 Closed Session

(c) Personnel Matters

(e) Contract Negotiations

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The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, April 27, 2023 at 7:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:

Mayor D. DeVenne (virtual)  
Deputy Mayor F. Kangata (chair)  
Councillor P. Carver  
Councillor J. Feeney  
Councillor R. Nowe  
Councillor K. Wilson  
Councillor S. Lohnes-Croft  
CAO, D. Heide  
Acting Clerk & Deputy CAO, K. Redden

Gallery: Online & 0 in-person gallery

#### Public Input Session

Council received comments from Ian Cocks, of Mahone Bay, expressing concerns about a laneway being added on his neighbour's property.

#### Land Acknowledgement

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#### 1. Agenda

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT the agenda be approved as amended to move item 3.1 to Correspondence – Information Items."

Motion carried.

#### 2. Minutes

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT the minutes of the April 11, 2023 regular meeting of Council be approved as presented." Motion carried.

A motion by Councillor Carver, seconded by Councillor Wilson, "THAT the minutes of the April 14, 2023 special meeting of Council be approved as presented." Motion carried.

A motion by Councillor Nowe, seconded by Councillor Feeney, "THAT the minutes of the April 21, 2023 special meeting of Council be approved as presented." Motion carried.

### 3. Presentations

#### 3.1 Barry Dupuis – Land Use Bylaw and Municipal Planning Strategy

This item was deferred to Correspondence - Information.

#### 3.2 Dean Waterfield – Request for Letter of Support

Dean Waterfield of the Mahone Bay Community Land Co-operative (MBCLC) requested a letter of support from the Mayor for the co-operative's grant requests.

### 4. Correspondence – Action

#### 4.1 Request for Development Agreement – Saltbox

A motion by Councillor Feeney, seconded by Mayor Devenne, "THAT Council refer the development agreement request from Saltbox to the Town's planners for review."

Motion Carried.

#### 4.2 Michael Graves, Coordinator, The United Way – Community Funding Grants

A motion by Councillor Feeney, seconded by Councillor Wilson, "THAT item 4.2 be received and filed."

Motion Carried.

### 5. Correspondence – Information Items

#### 5.1 Barry Dupuis – Land Use Bylaw and Municipal Planning Strategy

A motion by Councillor Nowe, seconded by Councillor Wilson "THAT item 5.1 be received and filed."

Motion carried.

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT Council direct staff to draft a response to Mr. Dupuis' questions concerning the Town's LUB and MPS. This draft letter will be presented to Council at their May 9<sup>th</sup> regular meeting."

Motion carried.

### 6. Staff Reports

#### 6.1 Council Report

Council received the April 27, 2023 Staff Report to Council.

A motion by Councillor Feeney, seconded by Councillor Carver, "THAT Council accept the April 27, 2023 Staff Report for information."

Motion carried.

#### 6.2 Staff Report – Noise Bylaw

Council received a staff report on a draft Noise Bylaw.

A motion by Councillor Carver, seconded by Councillor Feeney, "THAT this item be referred to the May 29, 2023 meeting of the Policy and Strategy Committee."

Motion Carried.

## 7. Council Items

### 7.1 Deputy Mayor Kangata – MBTCC Input to Plan Mahone Bay

Deputy Mayor Kangata requested a meeting be set up with the Mahone Bay Tourism and Chamber of Commerce (MBTCC) and the Plan Mahone Bay Steering Team to receive feedback from the MBTCC.

Deputy Mayor Kangata yielded his seat to Councillor Wilson at 7:45 p.m.

A motion by Deputy Mayor Kangata, seconded by Councillor Lohnes-Croft "THAT Council direct staff to arrange a stakeholder engagement session with the Mahone Bay Tourism and Chamber of Commerce and the Plan Mahone Bay Steering Team."

Motion Carried.

Deputy Mayor Kangata assumed the chair at 7:47 p.m.

### 7.2 Councillor Wilson – Multi-unit Zoning

Councillor Wilson requested that Council consider creating a zone in Mahone Bay where multi-unit residential buildings could be erected as by right.

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT Council refer the question of the advisability of a higher density housing zone to the Plan Mahone Bay Steering Team."

Motion Carried.

## 8. Committee Reports

### 8.1 Lunenburg County Senior Safety Program

Council received the March 2023 report of the Lunenburg County Senior Safety Program.

A motion by Councillor Lohnes-Croft, seconded by Councillor Nowe, "THAT the March 2023 report of the Lunenburg County Senior Safety Program be accepted for information."

Motion Carried.

### 8.2 Planning Advisory Committee

Council received the draft minutes of the April 4, 2023 meeting of the Planning Advisory Committee.

A motion by Councillor Feeney, seconded by Councillor Carver, "THAT the Planning Advisory Committee's Terms of Reference be amended to include in the mandate that the Committee may request that Council refer to it for study and recommendation any planning related matter that has come to the Committee's attention." Motion Carried.



### 8.3 Climate and Environment Committee

Council received the draft minutes of the April 5, 2023 meeting of the Planning Advisory Committee.

A motion by Councillor Carver, seconded by Councillor Lohnes-Croft, "THAT Council consider the recommendation of the Climate and Environment Committee to replace the Town Hall oil boiler with an electric boiler during ongoing budget discussions."

Motion Carried.

### 8.4 Asset Management Committee

Council received the draft minutes of the April 20, 2023 meeting of the Asset Management Committee.

A motion by Councillor Wilson, seconded by Councillor Feeney, "THAT the draft minutes of the April 20, 2023 meeting of the Asset Management Committee be accepted as presented."

Motion carried.

### 8.5 Community Logo Steering Team

Council received the draft minutes of the April 17, 2023 meeting of the Logo Steering Team.

A motion by Councillor Wilson, seconded by Councillor Nowe, "THAT the draft minutes of the April 17, 2023 meeting of the Community Logo Steering Team be accepted as presented."

Motion carried.

### 9. New Business

Councillor Feeney provided a Notice of Motion concerning the presentation given by Dean Waterfield at the beginning of this meeting.

### 10. Closed Session

No closed session

Council adjourned upon motion at 8:05pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Acting Town Clerk, Kelly Redden



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A special meeting of Town Council for the Town of Mahone Bay was held on Friday, April 28, 2023 at 9:00 a.m. in Council Chambers.

**Present:**

Mayor D. DeVenne (joined at 9:12am)  
Deputy Mayor F. Kangata (joined at 10:18am)  
Councillor S. Lohnes-Croft  
Councillor R. Nowe  
Councillor K. Wilson  
Councillor P. Carver  
Councillor J. Feeney  
D. Heide, CAO  
A. Yeadon-Wentzell, Manager of Finance  
J. Uhlman, Manager of Public Works  
K. Redden, Acting Clerk and Deputy CAO

**Absent:**

Gallery: Online and 1 in-person gallery

**Land Acknowledgement**

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With the absence of the Deputy Mayor Councillor Wilson assumed the role of chair.

**1. Agenda**

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

**2. Draft 2023/24 Budget Discussion**

Council discussed the 2023/24 draft budget, focusing on the Capital Budget.

A motion by Councillor Feeney, seconded by Councillor Lohnes-Croft, "THAT Council direct staff to provide a report on the possibility of shared use of former firehall between Public Works operations and other possible uses."  
Motion carried.

A motion by Councillor Feeney, seconded by Councillor Lohnes-Croft, "THAT Council direct staff to revise the draft 2023-24 budget to increase the transfer to Town Equipment Reserve \$30,000 to \$100,000." Motion carried.

A motion by Councillor Carver, seconded by Councillor Nowe "THAT Council direct staff to revise the draft 2023-24 budget to move the chip sealing of Fauxburg Road partially into a future year." Motion carried.

A motion by Councillor Feeney, seconded by Councillor Carver, "THAT Council confirms that the Town of Mahone Bay meets all the requirements of Canada - Active Transportation Fund Agreement and hereby authorizes the Mayor to execute the Agreement on behalf of the Town." Motion carried.

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT Council direct staff to revise the draft 2023-24 budget such that electrification of heating for Town Hall is recategorized as a climate initiative and the car share project is moved into a future year." Motion carried.

Deputy Mayor Kangata assumed the chair at 10:22am.

A motion by Councillor Carver, seconded by Councillor Lohnes-Croft, "THAT Council direct staff to request a meeting between Council members and representatives of the Wooden Boat Society concerning the Mahone Bay Marina and future capital expenditures on the wharf." Motion carried.

### 3. Presentation - Aaron Long, General Manager, AREA

Mr. Long gave a presentation on determining optimal management strategies for Nova Scotia municipal electric utilities.

Council adjourned upon motion at 12:04 p.m.

TOWN OF MAHONE BAY

Mayor, David Devenne

TOWN OF MAHONE BAY

Acting Town Clerk, Kelly Redden

# **Mahone Bay & District Fire Department**

Quarterly report from January 1 2023 to March 31 2023

During this quarter the Department respond to 15 calls for assistance

## **Fire Calls**

January – Chimney fire. Mahone Bay  
January – Smell of gas. Mahone Bay.  
January – Carbon monoxide alarm. Mahone bay.  
February – Chimney fire. Oakland  
March – Carbon monoxide alarm. Maders Cove

## **Fire Alarms**

January – Fire alarm. Mahone Bay.  
March – Fire alarm. Mahone Bay

## **Powerline down / Trees online**

March – Power line down / on trees. Maders Cove.

## **Motor Vehicle Collision**

January – Two vehicle collision. Mahone Bay  
January – Single vehicle collision. Mahone Bay.  
February – Two vehicle collision. Mahone Bay

## **Medical Calls**

January – Medical. Mahone Bay  
February – Medical. Oakland  
March – Medical. Mahone Bay.

## **Mutual Aid**

February – Structure fire. Chester.

## **Summery**

During this quarter we had a small group of students from Coastal Action's March break camp visit the station to learn about the dangers of wildfires and how to prevent them. Despite the cold weather members have contained with training. We have serval members going through the Level 1 fire fighter training currently. We also held our 1<sup>st</sup> fire fighter's community breakfast in the new hall which we are hoping to put on every quarter. The next one being on June 11<sup>th</sup>.

The department has also worked with the CAO to complete the RFP process for the purchase of our new pumper truck from Hub fire engines. We have also completed the preconstruction meetings and finalized the details for the build. We are expecting delivery in late 2024.

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

Regards

Adam Ekins

Chief Mahone Bay & District Fire Department.





# Walk YOUR Way

FOR AUTISM NOVA SCOTIA

**JUNE 3<sup>RD</sup> 2023**

Sponsorship Package





## What is Walk YOUR Way?

Walk YOUR Way for Autism Nova Scotia is an annual event to raise awareness and funds for much-needed programs and services for the autism community across Nova Scotia.

## Why We Walk

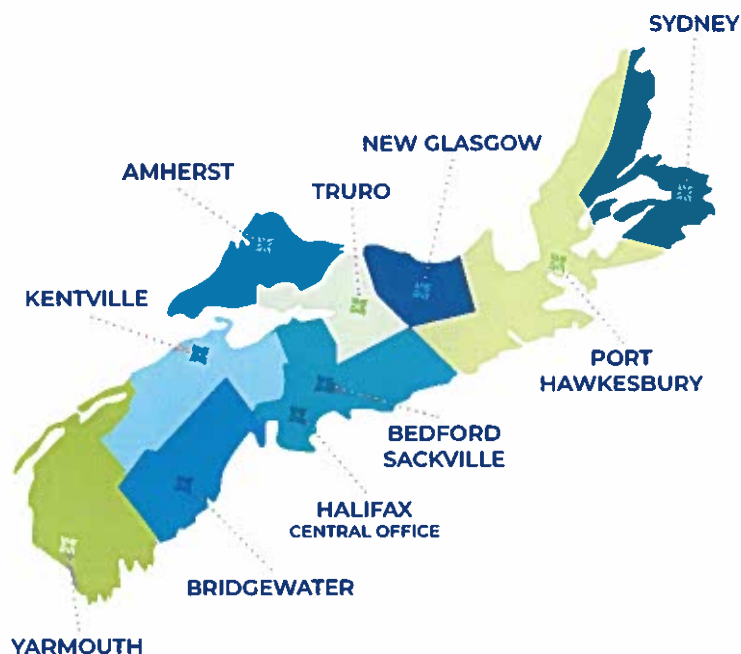
Walk YOUR Way is an opportunity for Autistic individuals, families, and caregiver networks to gather as a community and support the 30,000 individuals on the Autism Spectrum across Nova Scotia.

Funds raised through Walk YOUR Way empower Autism Nova Scotia to help individuals find gainful employment, learn crucial life skills, build support networks, and so much more. The generous support of our walkers, teams and donors makes all this possible.

## Walk YOUR Way in your Community

With NINE Walk YOUR Way events taking place across Nova Scotia, all funds raised by walkers and teams stay in the community in which they are raised. This means your support makes a meaningful difference to your neighbours, friends and family.

**REGISTER YOUR TEAM TODAY!**



# Become a Walk YOUR Way Sponsor

You can support Walk YOUR Way and Autism Nova Scotia by becoming a sponsor or an in-kind supporter. We are proud to offer sponsors opportunities at the provincial and regional levels. This package contains all the details you'll need to decide how you'd like to get involved at the regional level.

**For more information on sponsorship opportunities and how you can become a partner, please contact:**

**Rachel Whynot, Autism Support Coordinator, South Shore Chapter**  
 902-514-7489 | [southshore@autismns.ca](mailto:southshore@autismns.ca)

## Regional Sponsorship Opportunities

LEVEL	Signature	Ambassador	Leader	Supporter	Friend
INVESTMENT	\$2,500	\$1,000	\$500	\$250	\$100
BENEFITS	Paid Sponsorship Advertisment on Social Media with Photo XL Signage at Onsite Walk Location Logo included on all walk material 4 WYW T-shirts with Registration	Paid Sponsorship Advertisment on Social Media with Photo Large Signage at Onsite Walk Location Logo included on all walk material 2 WYW T-shirts with Registration	Onsite Walk Location Logo included on social media sponsorship posts and all additional material Logo included on all walk material 1 WYW T-shirt with Registration	Small Signage at Onsite Walk Location Logo included on all walk material	Name placement on social media sponsorship posts and additional material *Please note walk materials include: social media, monthly membership newsletters, onsite walk signs, participant walk bags

## THANK YOU!

By supporting Walk YOUR Way you are advancing the work of Autism Nova Scotia and creating awareness, acceptance, and opportunities for the autism community.





# Sponsorship Agreement



Company Name

\_\_\_\_\_

Contact

Community Walk Location

Address

City/Province

Postal Code

Phone

Fax

Email

## SPONSORSHIP LEVELS

- ☐ Regional Signature Sponsor (\$2,500) ☐ Regional Ambassador (\$1,000)
- ☐ Regional Leader (\$500) ☐ Regional Supporter (\$250) ☐ Regional Friend (\$100)

- ☐ We authorize Autism Nova Scotia to include our corporate name and logo on all Walk YOUR Way materials as indicated in our sponsorship benefits package.

*Please provide your high resolution logo in EPS, AI or PDF format as soon as possible. If vector graphics are unavailable, please provide in high resolution JPG or PNG format.*

## PAYMENT OPTIONS

☐ CHEQUE\* ☐ CASH ☐ VISA ☐ MC ☐ AMEX Payment Amount: \_\_\_\_\_

Card Number

Expiry

Card Holder's Name

Signature

Date

☐ Please invoice my company

\*Please make cheque payable to: Autism Nova Scotia - South Shore Chapter

### Payment can be sent to:

Autism Nova Scotia - South Shore  
PO BOX 22012  
Bridgewater, NS B4V 3W6

### Chapter administration (Internal use only)

Payment received: ☐ CC (see above) ☐ Cheque/Cash received ☐ ANS Halifax please invoice

**From:** [Cathy Andreu](#)  
**To:** [David Devenne](#); [Penny Carver](#); [Francis Kangata](#); [Joseph Feeney](#); [Kelly Wilson](#); [Suzanne Lohnes-Croft](#); [Richard Nowe](#)  
**Cc:** [Kelly Redden](#)  
**Subject:** Proposed Noise Bylaw  
**Date:** April 28, 2023 2:34:20 PM

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**CAUTION: This email originated from an external sender.**

Honourable Members of Council,

Regrettably, I was unable to attend last night's council meeting. However, I did watch last night's council meeting, and I do appreciate the continued discussions surrounding a proposed noise bylaw.

My feelings regarding the bylaw is that is absolutely imperative to have parameters regarding noise, and we need to figure out a way do that. We have very qualified and creative individuals on Council, and I have every confidence that a fair and budget conscious solution can be reached.

The CAO, Dyan Hyde, mentioned that the RCMP can already respond to a noise complaint. This is true, but as we do not have a noise bylaw, they cannot do anything about it. We have been in that exact situation, and their hands are tied. If calling the RCMP was a viable option, we would not need a noise by-law. Seeing as the RCMP have told us that there is nothing they can do, even when summer patio noise is emitted well past a 11 pm closing, we have a problem. That is why the Town must have something for bylaw officers or the RCMP to enforce. In our family's personal experience with Betty's, the business owners are well aware that there is no noise by-law, and they have no intentions to curb noise. They have told us that quite clearly. It is my belief that this business is an exception, and that the vast majority of people, are not emitting noise beyond 9 pm. However, we absolutely require swift action by Council to see that a few bad apples don't get to act outside of the Town norms, simply because they know how to work the system to their advantage. Simply put, if we have no noise bylaws, there will be noise. As this business owner has expanded to other locations, more people will likely soon realize the importance of setting the Town's tone.

I also think this idea that there will be a massive influx in complaints and a resulting financial strain is somewhat ludicrous. Mahone Bay is not an inherently noisy place. That's why there hasn't previously been the need for a noise bylaw. A noise bylaw is required to make sure that there are no gray areas in how the Town's residents and businesses act towards their neighbours, even when 99.9% of people already behave in a neighbourly manner. It's really for the exceptional few who don't care about how their actions impact others. That may make you think that there is no need for a bylaw, if so few are impacted. That is simply not the case. It is my belief that if one business or person is seen to get away with the lack of a law, it will attract others who want to follow. We need to decide what kind of town we want to live in,

and have clear laws that reflect that. Perhaps a solution is that the Town's ByLaw Officer can be granted overtime if they have to deal with an after hours complaint? Perhaps they can be a liason between the complainant and the RCMP if late hours and drunkenness may be of concern? I'm sure Council can find a creative solution to deal with the need for after hours enforcement, and the costs associated with that. At any rate, I felt it was imperative to address by support for the bylaw.

Thank you for your further consideration, and I am hopeful that a fair and equitable solution can be reached as soon as possible.

In gratitude,

Cathy Andreu








## Report to Council May 9, 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
<b>Council Assignments to Staff</b>				
1	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	Jul., 2023	<div><div></div><div></div><div></div><div></div><div></div></div> <b>75%</b>
Notes: In progress. Discussion initiated with MODL Planning staff. Timeline coordinated with Plan Mahone Bay process.				
2	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	May., 2023	<div><div></div><div></div><div></div><div></div><div></div></div> <b>75%</b>
Notes: Canada Healthy Communities Initiative application did not receive approval. Canada Cultural Spaces Program application will be submitted for implementation in 2023 (if approved).				

<b>3</b>	Staff to initiate a Home Charger Pilot Program for electric vehicle owners under the Grow the Load Initiative.	29-Jul-21	May., 2023	<div><div></div><div></div><div></div><div></div></div>	<b>75%</b>	Notes: In Progress. Town staff coordinating with AREA staff on development of pilot program. Associated residents survey to inform program development completed in 2022. Implementation planned for Spring 2023.
<b>4</b>	Staff to produce a report on the Town's Procurement Policy.	28-Jul-21	Sep., 2023	<div><div></div><div></div><div></div><div></div></div>	<b>50%</b>	Notes: Assigned to Manager of Finance (Treasurer).
<b>5</b>	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>	<b>50%</b>	Notes: Update report concerning Housing Strategy development appeared on Council's Oct 27th meeting agenda.
<b>6</b>	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	May., 2023	<div><div></div><div></div><div></div><div></div></div>	<b>75%</b>	Notes: Reimbursement has been issued. Staff continue to work on the necessary financial documentation to coordinate with MODL.
<b>7</b>	Direct staff to issue an RFP for legal services.	28-Oct-21	Jun., 2023	<div><div></div><div></div><div></div><div></div></div>	<b>75%</b>	Notes: RFP will be issued in Q1 2023-24.
<b>8</b>	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	May., 2023	<div><div></div><div></div><div></div><div></div></div>	<b>75%</b>	Notes: Scheduled for May 19, 2023. Council may need to reschedule to accommodate budget meetings schedule.
<b>9</b>	Staff to develop draft protocols for the new community hall as an emergency shelter.	27-Jan-22	May., 2023	<div><div></div><div></div><div></div><div></div></div>	<b>75%</b>	Notes: AEC now doing preliminary work in this regard with REMO report to Council anticipated to Council in May. Allocation included in draft 2023-24 budget.


10	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	Jun., 2023		75%
11	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		75%
12	Staff to reach out to MODL staff to discuss any interest in extending Town water/wastewater services into Mader's Cove.	14-Jul-22	May., 2023		75%
13	Defer the Ghaffari/Mahmoodi request until the resolution of the Plan Mahone Bay process.	11-Oct-22	Oct., 2023		50%
14	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	May., 2023		75%

15	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	May., 2023	<div><div></div><div></div><div></div><div></div></div>	75%	Notes: Presented to Fire Department meeting on November 15, 2022. Staff have been informed that feedback will be provided in writing; anticipated in May.
16	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	May., 2023	<div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div></div></div>	Notes: Included in external consultants review of Main/Edgewater Intersection (contracted to WSP). Initial engineering report (concepts report) were presented to Council at the April 21 special budget meeting and are on Council's May 9th meeting agenda for discussion.
17	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	Jun., 2023	<div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div></div></div>	Notes: Referenced in traffic update report on Council's Feb 7th meeting agenda. Staff have reached out to local First Nation Community and have confirmed the design for the crossing. Painting anticipated in Q1 2023-24.
18	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	May., 2023	<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.

19	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	May., 2023	<div><div></div><div></div><div></div><div></div></div>		
		Notes: Report on Council's May 9th meeting agenda.				
20	Coordinate with the Town's Municipal Advisor to schedule a Governance in a Municipal Context training session with DMAH staff.	10-Jan-23	Jun., 2023	<div><div></div><div></div><div></div><div></div></div>		75%
		Notes: Staff have been in communication with Municipal Advisor, a Doodle Poll has been sent to council to determine a date for the training.				
21	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	Apr., 2023	<div><div></div><div></div><div></div><div></div></div>		
		Notes: In progress. Recommendation included in Marina Wharf Report to Council's Jan 26th meeting (deferred to Feb 7th). Recommendations reflected in 2023-24 budget process. At the special budget meeting on April 28th Council passed a motion directing staff to arrange a meeting with the Society.				
22	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	Jun., 2023	<div><div></div><div></div><div></div><div></div></div>		50%
		Notes: In progress. Report anticipated in Q1 2023-24.				
23	Provide Council with a report regarding the potential implementation of a marketing levy and interaction with the Provincial Short-Term Accommodation legislation.	26-Jan-23	Jun., 2023	<div><div></div><div></div><div></div><div></div></div>		50%
		Notes: Coordinating with other Lunenburg County municipalities in developing report.				



24	Proceed with recommended tee-up of the Pleasant Street and Main Street intersection.	07-Feb-23	Jun., 2024	<div><div></div><div></div><div></div><div></div></div>	25%	Notes: In progress with WSP (engineering).
25	Consult with the MacLeod Group and identify appropriate flags to be used at future events which will be held in Mahone Bay to welcome the international healthcare workers who will be joining the Mahone Bay Nursing Home staff.	07-Feb-23	May., 2023	<div><div></div><div></div><div></div><div></div></div>	50%	Notes: In Progress. Report anticipated to Council's May 25th meeting.
26	Conduct an inventory of kindness meters on Town property.	07-Feb-23	May., 2023	<div><div></div><div></div><div></div><div></div></div>	75%	Notes: In Progress. Report anticipated to Council's May 25th meeting.
27	Provide Council with a report no later than November 14, 2023, on the potential formation of a Council Remuneration Review	09-Mar-23	Nov., 2023	<div><div></div><div></div><div></div><div></div></div>	Not yet begun	Notes:
28	Make arrangements to fly the Autism Awareness NS South Shore Chapter Flag on the Community Flagpole for Autism Awareness Month.	30-Mar-23	May., 2023	<div><div></div><div></div><div></div><div></div></div>	50%	Notes: Flag requested from Autism Awareness NS South Shore Chapter
29	Procure an Access Awareness Flag and fly the flag on the community flagpole for Access Awareness Week.	30-Mar-23	May., 2023	<div><div></div><div></div><div></div><div></div></div>	75%	Notes: In progress, flag purchased.

30	Investigate potential locations for a new Mahone Bay Pool, as as part of that investigation, a survey be conducted with citizens.	30-Mar-23	Jul., 2023	Not yet begun			
		Notes:					
31	Include additional accessible parking spaces in the annual painting tender for 2023, bringing the total up to 28.	30-Mar-23	May., 2023	<div><div></div><div></div><div></div><div></div></div>		75%	
		Notes: In progress. Painting anticipated in Q1 2023-24.					
32	Provide a report on the feasibility of Council receiving periodic summaries of building and development permits issued by the Town's Planners.	30-Mar-23	Jul., 2023	Not yet begun			
		Notes:					
33	Prepare a report on the potential for the provision of access to Oakland Lake for fire services.	30-Mar-23	Jun., 2023	Not yet begun			
		Notes:					
34	Include a grant from the Cultural and Athletic Fund in the 2023/24 budget for hosting an exhibit "There is no One Story of Black Girlhood: A Series of Paintings by Rebecca Fisk in Mahone Bay and that that grant be offered to the Mahone Bay Centre to organize this event.	11-Apr-23	May., 2023	<div><div></div><div></div><div></div><div></div><div></div></div>			
		Notes: Included in draft 2023-24 budget.					
35	Facilate tours of the Community Solar Garden	11-Apr-23	Jun., 2023	<div><div></div><div></div><div></div><div></div></div>		50%	
		Notes: In progress with AREA staff.					

36	Develop service standards that can be used to benchmark and analyze performance.	11-Apr-23	Jul., 2023	Not yet begun			
		Notes:					
37	Request that Mahone Bay United provide an overall budget for their 2023/24 fiscal year.	11-Apr-23	May., 2023	<div></div>	<div></div>	<div></div>	<div></div> ★
		Notes: Received and provided to Council members in confidence.					
38	Draft a response to Mr. Dupuis' questions concerning the Town's LUB and MPS to be presented to Council at their May 9th regular meeting	27-Apr-23	May., 2023	<div></div>	<div></div>	<div></div>	<div></div> ★
		Notes: Included on Council's May 9th meeting agenda.					
39	Arrange a stakeholder engagement session between the MBTCC and the Plan Mahone Bay Steering Team.	27-Apr-23	May., 2023	<div></div>	<div></div>	<div></div>	50%
		Notes: In progress with Upland.					



**Town of Mahone Bay**  
**Staff Report**  
**RE: Alternative Voting Bylaw Amendments**  
**May 9, 2023**

**General Overview:**

This report is to provide Council with a draft amended Alternative Voting Bylaw for consideration.

**Background:**

The 2022 Special Election was conducted using solely alternative voting methods, that is online or phone voting. Election staff again found that alternative voting methods provided greater ease of voting in respect to transportation, mobility, scheduling, health consideration, childcare and any number of other manners.

Physical polling stations were established in the community room of the new fire station on the Saturday and the Tuesday preceding Ordinary Polling Day. These advance polls were staffed for a total of 19 hours with two trained election staff and saw a total of 10 electors.

On January 10, 2023, staff provided council with a report on the 2022 Special Election, that report included a recommendation that by the time of the next municipal election, consideration be given to an alternative to the practice of making physical polling stations available for two Advance Polling days. Staff recommended making a polling station available at Town Hall for the full 9 days of the advance polling period. This polling station would be available for citizens to vote during regular Town Hall business hours, with assistance from office staff where necessary.

The Town's Returning Officer for the 2022 Special Election also pointed out confusion between the Nova Scotia Municipal Election Act (MEA) and the Town of Mahone Bay Alternative Voting Bylaw. The MEA states that the first Advance Polling Day is 9 days preceding Ordinary Polling Day and the Alternative Voting Bylaw states that the first Advance Polling Day is 14 days preceding Ordinary Polling Day.

After receiving the January 10, 2023 staff report, council passed the following motion:

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

Other housekeeping amendments were made during review of the Bylaw.  
The resulting proposed amended by-law – showing changes – is attached.

Financial Analysis:

Holding Advance Polling Days in Town Hall and having them supported by front office staff would eliminate the need to hire election staff, as we have in the past, for two Advance Polling Days. For the 2022 Special Election we hired 2 poll workers for those two days. For the 2024 Municipal Election, this would realize a savings of at least \$560.

Links to Strategic Plan:

Equitable and Inclusive Growth

- Governance to Meet Expectations of our Growing Community.

Recommendation:

It is recommended, that at the May 9, 2023 meeting of Council

**THAT Council provide first reading of the draft amended Alternative Voting Bylaw**

Respectfully submitted,



Kelly Redden

Acting Town Clerk and Deputy CAO

Attached: DRAFT Amended Alternative Voting Bylaw



## 1. SHORT TITLE

1.1. This By-law shall be cited as the "Alternative Voting By-Law."

## 2. DEFINITIONS

2.1 In this By-law:

- i. "Act" means the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended;
- ii. "Advance Poll" means the **two weeks 9 days** immediately preceding ordinary polling day;
- iii. "Alternative Polling Days" means any hours and dates fixed by a resolution of Council for alternative voting;
- iv. "Alternative Voting" means voting by telephone or via the internet and includes a combination of telephone and internet voting;
- v. "Ballot Box" means a computer database in the system in which internet ballots and telephone ballots are placed;
- vi. "Candidate" means a person who has been nominated as a candidate pursuant to the Act;
- vii. "Council" means the Council of the Town of Mahone Bay;
- viii. "Deputy Returning Officer" means a person appointed by the Returning Officer pursuant to the Act to preside over a polling station;
- ix. "Election" means an election held pursuant to the Act, including a school board election, special election, and a plebiscite;
- x. "Election Officer" means an "election official" under the Act;
- xi. "Elector" means a person:
  - a. Qualified to vote pursuant to the Act; and
  - b. Entitled to vote for an election pursuant to section 7 of this by-law;
- xii. "Final List of Electors" means the final list of electors completed pursuant to section 40 of the Act;
- xiii. "Friend Voter" means a friend who votes for an elector pursuant to Section 9 of the by-law;
- xiv. "Internet Ballot" means an image of a ballot on a computer screen including all the choices available to an elector and the spaces in which an elector marks a vote;
- xv. "Town" means the Town of Mahone Bay;
- xvi. "Normal Business Hours" means the time between 8:30 am and 4:00 pm Monday through to and including Friday;

- xvii. "Ordinary Polling Day" means the third Saturday in October in a regular election year and in the case of any other election means the Saturday fixed for the election;
- xviii. "PIN" means the Personal Identification Number issued to an elector for alternative voting on alternative polling days;
- xix. "Plebiscite" means a plebiscite directed to be held by the Council pursuant to section 56(2) of the *Municipal Government Act*;
- xx. "Proxy Voter" means an elector who votes by a proxy pursuant to the Act;
- xxi. "Regular Election Year" means 2020 and every fourth year thereafter;
- xxii. "Rejected Ballot" means the refusal by an elector to accept a ballot in a race;
- xxiii. "Returning Officer" means a Returning Officer appointed by Council pursuant to the Act;
- xxiv. "Seal" means to secure the ballot box and prevent internet and telephone ballots from being cast;
- xxv. "Special Election" means a special election held pursuant to the Act, including a special election for a vacancy on a school board;
- xxvi. "Spoiled Ballot" means an internet ballot or telephone ballot marked by an elector indicating a refusal to cast a vote for any candidate in a race;
- xxvii. "System" means the technology, including software that:
  - a. Records and counts votes; and
  - b. Processes and stores the results of alternative voting during alternative polling days;
- xxviii. "System Election Officer" means:
  - a. A person who maintains, monitors, or audits the system, and
  - b. A person who has access to the system beyond the access necessary to vote by alternative voting.
- xxix. "Telephone Ballot" means:
  - a. An audio set of instructions which describes the voting choices available to an elector; and
  - b. The marking of a selection by an elector by depressing the number on a touch tone keypad.

### 3. ALTERNATIVE VOTING PERMITTED

3.1 Subject to this by-law, alternative voting shall be permitted on all days of advance polling and on ordinary polling day.

### 4. NOTIFICATION OF ELECTORS

4.1 The Returning Officer shall cause notice of alternative polling days to be published in a newspaper circulating in the Town.

4.2 The notice of alternative polling days shall:

- a. identify the alternative polling days for alternative voting; and
- b. inform the elector that telephone voting and internet voting is permitted during alternative polling days.

4.3 The notice may include any other information the Returning Officer deems necessary.

## 5. FORM OF TELEPHONE AND INTERNET BALLOTS

5.1 A telephone ballot and internet ballot shall:

- a. identify the title “Election for Mayor” or “Election for Councillor” or “Election for School Board Member” as the case may be.
- b. identify the ~~names of name~~ by which ~~they the candidates~~ are commonly known ~~of the candidates~~ with given names followed by surnames, arranged alphabetically in order of their surnames and, where necessary, their given names, and;
- c. warn the elector to “vote for one candidate only” or “vote for not more than (the number of candidates to be elected) candidates” as the case may be.

5.2 No title, honour, decoration or degree shall be included with a candidate’s name on an internet ballot or telephone ballot.

## 6. OATH

Any oath that is authorized or required shall be made in the form specified by the Act.

## 7. ELECTORS

No person shall vote by alternative voting unless:

- a. the person’s name appears on the final list of electors on the date chosen by Council for the final list of electors to be completed pursuant to section 40 of the Act; or
- b. the person’s name does not appear on the final list of electors and:
- c. the person appears before the Returning Officer or the Deputy Returning Officer during normal business hours during alternative polling days; and
- d. the person swears an oath in the manner prescribed by the Act.

## 8. PROXY VOTING

8.1 A proxy voter shall not vote for an elector by alternative voting ~~or by paper ballot~~ during advanced polling pursuant to the Act.

## 9. FRIEND VOTING

9.1 A friend voter shall only vote for an elector by alternative voting if:



- a. an elector is unable to vote because:
- b. the elector is blind;
- c. the elector cannot read;
- d. the elector has a physical disability that prevents him or her from voting by alternative voting;
- e. the elector and the friend voter appear, in person, before the Returning Officer or the Deputy Returning Officer and take the prescribed oaths.

9.2 A candidate shall not act as a friend voter unless the elector is a child, grandchild, brother, sister, parent, grandparent, or spouse of the candidate.

9.3 The elector shall take an oath in the form prescribed by the Act providing that he or she is incapable of voting without assistance.

9.4 The friend of the elector shall take an oath in the prescribed form to this by-law that:

- a. the friend has not previously acted as a friend for any other elector in the election other than an elector who is a child, grandchild, brother, sister, parent, grandparent, or spouse of the friend of the elector;
- b. the friend will ~~mark the ballot vote~~ as requested by the elector; and
- c. the friend will keep secret the choice of the elector.

9.5 The Returning Officer shall enter into the poll book:

- a. the reason why the elector is unable to vote;
- b. the name of the friend; and
- c. the fact that the oaths were taken.

## 10. VOTING

10.1 The system shall put internet ballots and telephone ballots cast by an elector in the ballot box.

- a. The system shall put spoiled ballots in the ballot box.

10.2 Where alternative voting closes at the close of the polls on ordinary polling day, the system shall seal the ballot box at the close of the poll on ordinary polling day.

- a. The system shall seal the ballot box even where fewer than ten persons from any polling district voted for a candidate during alternative polling days.

~~10.3 In the event of contravention of this By-law, the Town may, initially, or in addition to any prosecution or other remedy:~~

- ~~a. prepare and serve a notice in writing to an owner to undertake work including, but not limited to the posting or re-posting of a civic number on a building or lot, the erection or re-erection of signage for a private road, or the removal of a civic number or signage for a private road.~~

## 11. ADVANCE POLL

11.1 The Advance Poll will take place during the 9 days preceding ordinary polling Day.

11.2 The Returning Officer shall establish a polling station for alternative voting at Town Hall, equipped with a computer or other device to permit voting by internet ballot.

11.3 The polling station for alternative voting shall be:

- a. Available for electors who are voting with friend voters and for any other electors; and
- b. Open on each advance polling day.

## 12. LIST OF PERSONS WHO VOTED

12.1 Where alternative voting closes at the close of the polls on ordinary polling day, the system shall:

- a. generate a list of all electors who voted by alternative voting; and
- b. on the Final List of Electors cause a line to be drawn through the name of all the electors who voted during alternative polling days.

12.2 A printed and electronic copy of the lists under section 12.1 shall be delivered to the Returning Officer within 24 hours of the close of alternative voting.

## 13. COUNTING

13.1 At the close of ordinary polling day, the system shall generate a count of the telephone ballots and internet ballots in the ballot box that were cast for each candidate during alternative polling days.

13.2 In counting the votes that were cast for each candidate during alternative polling days, the system shall count spoiled ballots and shall not count rejected ballots.

## 14. TALLYING OF SPOILED BALLOTS

At the close of ordinary polling day, the system shall tally the number of spoiled ballots that were cast during alternative polling days and the tally shall be delivered to the Returning Officer.

## 15. RECOUNT BY SYSTEM

15.1 In the event of a recount, the system shall regenerate the election count and a printed copy of the regenerated count shall be given to the Returning Officer.

15.2 If the initial count and the regenerated count match, the regenerated count shall be the final count of the votes cast by alternative voting.

15.3 If the regenerated count and the initial count do not match, the Returning Officer shall:

- a. direct one final count be regenerated by the system of the votes cast by alternative voting, and;
- b. attend while the final count is being regenerated

15.4 The regenerated final count pursuant to subsection 14.3(a) shall be the final count of the votes cast by alternative voting.

## 16. SECRECY

16.1 An election officer and system election officer shall maintain and aid in maintaining the secrecy of the voting.

16.2 Every person in attendance at a polling station, or at the counting of the votes, shall maintain and aid in maintaining the secrecy of the voting.

## 17. OTHER METHODS OF VOTING

17.1 The Returning Officer shall establish at least one polling station for alternative voting that is equipped with a computer or other device to permit voting by internet ballot.

17.2 The polling station for alternative voting shall be:

- a. Available for electors who are voting with friend voters and for any other electors; and
- b. Open on each advance polling day, on ordinary polling day, and on such other days as decided by the Returning Officer.

## 17. SEVERABILITY

If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

## 18. PROHIBITIONS

18.1 No person shall:

- a. use another person's PIN to vote or access the system unless the person is a friend voter;
- b. take, seize, or deprive an elector of his or her PIN; or
- c. sell, gift, transfer, assign or purchase a PIN.

**18.2** No person shall:

- a. interfere or attempt to interfere with an elector who is casting an internet ballot or telephone ballot;
- b. interfere or attempt to interfere with alternative voting; or
- c. attempt to ascertain the name of the candidate for whom an elector is about to vote or has voted.

**18.3** No person shall, at any time, communicate or attempt to communicate any information relating to the candidate for whom an elector has voted.

**18.4** A person who:

- a. violates any provision of this by-law; or
- b. permits anything to be done in violation of any provision of this by-law;
- c. is guilty of an offense.

**18.5** A person who contravenes 18.4 of this by-law is guilty of an offense and is liable, on summary conviction, to a penalty.

**18.6** In determining a penalty under 18.5, a judge shall take into account:

- a. the number of votes attempted to be interfered with;
- b. the number of votes interfered with; and
- c. any potential interference with the outcome of an election.

**18.7** Pursuant to section 146A of the Act;

- a. the limitation period for the prosecution of an offense under this by-law is two years from the later of the date of the commission of the offense and the date on which it was discovered that an offense had been committed; and
- b. the Remission of Penalties Act, 1989 SNS c. 397, as amended, does not apply to a pecuniary penalty imposed by this by-law.

**19. BY-LAW ENFORCEMENT**

It shall be the duty of the Returning Officer, appointed for the Town of Mahone Bay under the Nova Scotia Municipal Elections Act, to report all violations of this By-Law.

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David W. Devenne, Mayor

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Kelly Redden, Acting Town Clerk

This is to certify that the foregoing is a true copy of the by-law passed at a duly convened meeting of the Council of the Town of Mahone Bay, held the    day of 2023.

Given under the hand of the Mayor and the Town Clerk and the seal of the Town of Mahone Bay this    day of    2023.

#### CLERK'S NOTATION

First Reading:	
"Notice of Intent" Publication:	
Second Reading:	
Ministerial Approval:	
Date of Publishing:	
Forwarded to the Minister:	
Forwarded to Town Website:	



# Accessibility Quarterly Update: January-March 2023

Completed by Ellen Johnson, Accessibility Coordinator, May 1, 2023

## Summary

As 2023 began, work on accessibility continued steadily with a key focus on finalizing the Town of Mahone Bay Accessibility Implementation Plan for presentation to Council and subsequent agreement that it be sent to the Lunenburg County Accessibility Advisory Committee (LCAAC) for review and feedback. This process will be followed for Town of Lunenburg next.

The LCAAC had an orientation session in February that welcomed several new members and set a regular meeting time going forward. This committee has an important role and will begin to receive the implementation plans from the five municipal units, starting with the Town of Mahone Bay.

The Accessibility Coordinator continues to communicate regularly with the Accessibility Directorate and to participate in advisory and working groups. The purpose of participating in these groups is to ensure that the resulting resources or information fits with the needs of our region and will move our accessibility work forward. Areas of involvement include the development of the Municipal Pathway to Accessibility evaluation tool, Foundations of Accessibility Workshop pilot development, and initiating conversations about mechanisms to communicate accessibility information about municipal spaces and heritage considerations in accessibility of the built environment.

Efforts continued to connect with members of the disability community and other government and community organizations to share resources and work to encourage consistency across the province where possible. The Accessibility Coordinator also attended the Rick Hansen Foundation Accessibility Professional Network Conference (virtually) to remain up to date on accessibility best practices and trends across the country.

More accessibility-related training for staff and Councils is approaching as the Foundations of Accessibility Workshop is finalized and Plain Language training is being scheduled. Staff are already embedding accessibility into some processes and beginning to ask more questions about how accessibility might apply to their work, even when there may not be an obvious connection (there is often something to consider).

A key challenge to this point has been the lack of appropriate accessibility and disability training to provide to staff and councils. Once the Accessibility Coordinator has the training to deliver the Foundations of Accessibility workshop, this can be rolled out to all staff and councilors over the next 6-8 months. Providing this foundational information ensures that everyone in each

organization is starting with a basic understanding of this topic, which increases our overall capacity across the region and sets the stage for additional, more specific training and growth.

## Lunenburg County Accessibility Advisory Committee (LCAAC)

Coordinating LCAAC, ensuring committee is fully appointed and meeting its mandate.

- The LCAAC is now fully appointed with the remaining vacancy being filled following the Mayors and Wardens meeting on January 18, 2023, and subsequent appointments by the five municipal Councils.
- An orientation session took place on February 11, 2023, and was attended by three Elected Members, four Community Members, three Resource Staff, and one guest. Attendees reviewed the purpose of the committee, set a regular meeting time, and participated in an exercise to set expectations for the committee.
- The priorities for this committee's upcoming meetings include reviewing the Draft Town of Mahone Bay Accessibility Implementation Plan and providing feedback to Town of Mahone Bay Council and selecting a Committee Chair and Vice-Chair.
- **Status:** A regular meeting time is set for the first Wednesday of each month from 6-7pm. The next meeting is scheduled for May 3 due to an existing conflict on April 5.

## Accessibility Act Obligations and Involvement with the Accessibility Directorate

Supporting municipal units to plan and implement actions to meet commitments presented in the Lunenburg County Accessibility Plan and to meet obligations under the Accessibility Act.

### Lunenburg County Accessibility Plan

To determine how each municipality will meet the commitments in the regional accessibility plan, individual implementation plans are being created. This table shows the progress but has not changed from the last report as efforts have gone into editing and finalizing the Town of Mahone Bay draft.

Category	MODC	MODL	TOB	TOL	TOMB
Goods and Services	Draft Complete	Draft Complete	Draft Complete	Draft Complete	Draft Complete
Information & Communications	Draft Complete	Draft Complete	Draft Complete	In Progress	Draft Complete
Transportation	Draft Complete	In Progress	Draft Complete	Draft Complete	Draft Complete
Employment	Draft Complete	Draft Complete	-	Draft Complete	Draft Complete
Built Environment	Draft Complete	-	In Progress	Draft Complete	Draft Complete

**Status:** Action planning continued in the first part of 2023 with a focus on finalizing the Town of Mahone Bay Accessibility Implementation Plan and presenting it to Town of Mahone Bay Council on March 9. Council has reviewed the plan and referred it to the LCAAC for review and feedback. The next plan to be finalized is Town of Lunenburg.

### Accessibility Directorate involvement

Communicating with the Accessibility Directorate and participating in information and training sessions as appropriate.

- Bridgewater Transit participated in the Access Includes Everyone photography campaign. The goal of this campaign is to show Nova Scotians with disabilities engaging in daily life activities while interacting with accessible spaces and services around the province. Bridgewater Transit staff and the Accessibility Coordinator worked with the Accessibility Directorate to have regular transit riders with disabilities participate in this project. The Town of Bridgewater will have access to the photos.

**Status:** Photo Shoot completed on January 17, 2023.

- The Accessibility Coordinator, along with the Region of Queens Accessibility Coordinator and AMANS Municipal Accessibility Support Coordinator, introduced the Pathway to Municipal Accessibility Monitory, Evaluation and Learning tool draft in a presentation to PPSB's on January 26, 2023. This tool is being developed by the Accessibility Directorate and a working group that includes the Accessibility Coordinator, AMANS Accessibility Support Coordinator, and several accessibility leads from other PPSB's. The goal is to create a resource that municipalities can use to support planning and evaluation of accessibility work.
- Another PPSB Virtual Gathering was held by the Accessibility Directorate on February 23, 2023. The session included an update on awareness and capacity building, information on accessible social media with an alt text demonstration, and a presentation on Access Awareness Week 2023 and how PPSBs can get involved.
- The Accessibility Coordinator has been participating in the advisory group led by the Accessibility Directorate to develop the Foundations of Accessibility workshop. The aim is to develop a basic accessibility and disability awareness training for PPSB's that will be delivered to all staff and Councilors. Councilors in Lunenburg County will be offered the opportunity to participate in the pilot workshop in-person on April 5. Following the pilot phase, the workshop will be updated based on feedback and a train-the-trainer session is scheduled for May 10.
- The Accessibility Coordinator has helped to arrange presentations by the Accessibility Directorate to the Town of Bridgewater, Town of Lunenburg, and MODL Councils. The purpose of these presentations is to provide up to date information about the status of the Accessibility Act implementation, including standard development and compliance and enforcement and to provide an opportunity for Councils to ask questions.



**Status:** Presentations complete to MODL Council (February 21, 2023), Town of Lunenburg (March 28, 2023); Town of Bridgewater, scheduled for May 23, 2023.

## General and Joint Projects/Activities

Actions related to accessibility in general or joint actions involving multiple municipal units.

- **Local Accessibility-Related Data:** The Accessibility Coordinator met with staff from Engage Nova Scotia about obtaining data from their Quality of Life Survey. The staff reported that they can provide information from the data set that applies more specifically to the region and can be narrowed to include responses from people who disclosed having a disability. This information could give us a better understanding of how persons with disabilities in the region are managing in a variety of areas of life as they compare to their neighbours without disabilities.
- **Efforts continued to explore the best platform for communicating the accessibility features available in municipal buildings and public spaces.** This is to address the lack of information available to people who may face accessibility barriers in these spaces and do not have easy access to accurate information required to make decisions about how and if they visit these spaces. The Accessibility Coordinator has met with the Accessibility Directorate and the provincial managers of the Connect.ca platform and has discussed the need and potential solutions with other accessibility leads. There appear to be examples in other jurisdictions of similar platforms or templates for sharing this information.

**Status:** In progress.

- **Heritage and Accessibility:** Supporting efforts to clarify best practice for accessibility as it applies to heritage buildings. This work is in coordination with Town of Lunenburg staff and the Accessibility Directorate. This work is very much in progress as there are currently no clear guidelines for this. Updates are now in place for requirements for accessibility of new and renovated restaurants, even when there is no change in use. This is a significant change and has not yet been well understood by the industry or municipalities. There are particular implications for heritage buildings and additional research is required to ensure appropriate processes are in place to protect heritage and human rights.

**Status:** In progress

- **NSPH AAAC:** The Accessibility Coordinator is part of the Nova Scotia Provincial Housing Agency Accessibility Advisory Committee. This is a new crown corporation that replaces the former regional housing authorities. They are responsible for the administration and delivery of affordable housing for people who are living on low incomes. There is often overlap between disability and other factors that contribute to people living in poverty and there is a shortage of accessible housing in the province, including in Lunenburg County. Participation on this Accessibility Advisory Committee can provide input into how the

NSPHA incorporates accessibility into its functioning, which will have an impact on residents with disabilities and their families and support persons in our region.

- APN Conference: The Rick Hansen Foundation's annual Accessibility Professional Network Conference took place on March 1 and 2. The Accessibility Coordinator attended virtually to stay up to date on best practices and emerging trends in accessibility across Canada.
- Evacuation and Persons with Disabilities: The Accessibility Coordinator participates as part of an advisory group for a research project led by Dalhousie University's MacEachern Institute for Public Policy and Governance. The researchers in this group are focusing on how persons with disabilities are impacted by evacuations and other emergency situations with research projects focused on communication, physical evacuation, sheltering, and return to the community following an emergency. The role of the advisory group is to provide first voice perspective and additional input to the researchers as they carry out their work. The eventual publications from this research will provide support to those planning for emergencies with respect to vulnerable populations.
- REMO: The Accessibility Coordinator continues to participate in the REMO Planning Committee meetings to support continued collaboration between the Regional Emergency Management Coordinator and the accessibility work and ensure application of an accessibility lens to emergency planning.
- NSBOA Conference Presentation: The Accessibility Coordinator was approached to deliver a presentation at the Nova Scotia Building Officials Association Conference on April 13, 2023. This is an opportunity to increase awareness about the importance of accessibility in the built environment for Nova Scotians with disabilities and to reinforce the value of the building inspector role in ensuring that accessibility regulations are followed. As the majority of the Built Environment Standard under the Accessibility Act is anticipated to be in the form of additions and amendments to the Nova Scotia Building Code Regulations, it is vital that building officials are aware of their important role in increasing accessibility in the province's built environment.
- Community Outreach/Consultation: Recognizing the importance of engaging the community of people impacted by accessibility work, efforts have continued to build and maintain connections with the community.
  - Continued participation in Community Links Aging Well Together Coalition, which brings together organizations and individuals concerned with seniors' health and wellbeing. This group provides a means to learn about issues relevant to seniors in our communities and to disseminate information through the coalition members when appropriate.
  - Continued to add to a contact list of people interested in accessibility in Lunenburg County in share information relevant to accessibility, including consultations and events.
  - Continued speaking with individual community members about accessibility-related concerns and involving appropriate staff where necessary.

- Planning for participation in [Access Awareness Week 2023](#).
- Funding Opportunities: The Accessibility Coordinator continues to update the spreadsheet of available funding related to accessibility and attend regular meetings with staff responsible for grant applications in each municipal unit to support any applications related to accessibility and encourage the inclusion of accessibility into other projects. Several letters of support were provided to municipalities for funding applications to increase accessibility.

**Status:** Ongoing.

- Participation and Monitoring of Accessibility Standards, Regulations, and Programs: National accessibility standards, regulations, and programs are being developed, released, and reviewed by the Government of Canada, Accessibility Standards Canada (ASC) and Canadian Standards Association (CSA).
  - Participate in review of CSA and other accessibility-related standards as they arise.

**Status:** Ongoing.

- Accessibility-related training:
  - Plain Language Training: Because the joint accessibility training budget was not used in 2022-2023 for accessibility and disability awareness training (as it will now be done using the partnership with the Accessibility Directorate), the funds have been held to be used for Plain Language training for staff. The training has been identified and in the process of being scheduled. This training is intended for staff in the five municipalities who are responsible for significant amounts of communication with the public or internally. The goal is to inform participants about the value of and how to produce Plain Language, which is a way of communicating/writing that is clear and easy to understand the first time. This training is intended to be in-depth for a select group of staff and then followed by a more general, shorter Plain Language training being developed by AMANS for other staff.
  - As noted above, the Foundations of Accessibility Workshop is in development and a train the trainer session is scheduled for May. There is an application process to participate in the train the trainer session and, if the Accessibility Coordinator is selected to participate, it is intended that the Foundations of Accessibility Workshop can be offered to all staff before the end of 2023.

**Status:** In progress.

- Presentation Skills Training: Project initiated by Town of Bridgewater to provide training to staff focused on the creation and delivery of meaningful, inclusive presentations. This custom training was designed for municipalities in Lunenburg County and took place in February and March 2023. In all, 28 staff from Town of Bridgewater, Town of Lunenburg, MODL and MODC registered. The four sessions covered topics such as developing the

story/message of the presentation, defining your audience, developing effective slide decks, managing stress related to presenting, incorporating accessibility, and ended with participants developing and delivering a short presentation to the group.

**Status:** Training complete, awaiting debrief with facilitator

## Specific Projects and Activities in Each Municipal Unit

Participating in projects and activities that support integration of accessibility into everyday practices at municipal units and increase accessibility in the five areas addressed in the Lunenburg County Accessibility Plan (Goods and Services, Information and Communications, Transportation, Employment, and Built Environment).

### Town of Bridgewater

- Supported applications for funding through the Department of Communities, Culture, Tourism and Heritage by providing information and letters of support.
- Followed up with staff and consultant about speech transfer system and hearing loop at main desk.
- Shared accessibility considerations and follow up for the Town of Bridgewater portion of the Family Fund Day event at the LCLC on January 28.
- Organized presentation to Council by the Accessibility Directorate rescheduled for May 23.

### Town of Mahone Bay

- Provided support to staff on built environment accessibility, including accessible parking, washrooms, and entrances.
- Accessibility Planning: Completed final draft of the Town of Mahone Bay Accessibility Implementation Plan and presented it to Council on March 9. Town of Mahone Bay Council reviewed the plan following the presentation and have forwarded it to the LCAAC for review and feedback.
- Accessibility Assessments: Completed accessibility assessments and report for Edgewater Street Comfort Center and submitted to CAO. Reports in progress for marina comfort centre and Visitor Information Centre.

### Town of Lunenburg

- Lunch and Learn: The Accessibility Coordinator presented a lunch and learn to staff on January 27. The lunch and learn was presented twice and was attended by 16 staff. Content included the “Introduction to Disability” video and follow up discussion on the topic. Participants were engaged and the sessions prompted several follow up conversations about accessibility as it applies in the town.
- Supported staff to investigate accessibility audits and funding for municipal buildings.
- Provided accessibility support and resources for the SSGS Hillcrest Cemetery Project.
- Participated in review of Tannery Road Sidewalk project with respect to accessibility considerations.

- Bluenose II Accessibility Committee: The Accessibility Coordinator is participating in this committee in partnership with the Nova Scotia Department of Communities, Culture, Tourism and Heritage, the Bluenose II Captain and staff, and other stakeholders. The goal is to work toward a more accessible experience for visitors to the Bluenose II, which has its home port in Lunenburg. As work continues on this project, there will be overlap with Town of Lunenburg work, particularly related to identification and communication of accessible infrastructure and routes.
- Organized and attended presentation to Council by the Accessibility Directorate on March 23.

#### Municipality of the District of Lunenburg

- River Ridge Common Event Planning: Participating in a working group to plan a community event at River Ridge Common. The goal is to make this an inclusive and accessible event as much as possible and to engage attendees to provide feedback to improve events in the future.
- Active Transportation Committee: Participating in Active Transportation committee as the updated Active Transportation Plan is created.
- MODL 2040 Project: Began meetings with planning staff to apply an accessibility lens to their individual topic areas as they prepare staff reports for Council.
- Participating in Pickle Ball Court project planning team to ensure incorporation of accessibility.
- Organized and attended presentation to Council by the Accessibility Directorate on February 21.

#### Municipality of the District of Chester

- As follow up to the accessibility audit of the Municipal Administration and Annex buildings, supported engineering staff to explore municipal buildings built within the past several years. This was part of the process to provide Council with options to address the challenges of the current buildings.
- Provided feedback on interior signage.
- Provided feedback on expansion of trail system and inclusion of accessibility.
- Continued to provide support to Wild Rose Park accessibility project and work to remove accessibility barriers at the annex and admin buildings.



Date: May 9, 2023

Re: Follow-up Memo to Motion Referring Request for Development Agreement at 363 Main Street

### **General Overview:**

As the Plan Mahone Bay project enters the final public engagement stage, with the anticipation of adopting the new planning documents in Fall 2023, staff wish to advise Council of recent discussions regarding current and future applications for development agreements received prior to Council giving 1<sup>st</sup> reading to the new documents.

Without intervention, any active files that are incomplete at the time that the new Municipal Planning Strategy (MPS) and Land Use By-law (LUB) are adopted would be deemed rejected except in the unlikely scenario where they aligned fully with the provisions of the new documents.

To avoid ending a partially complete development agreement application, one alternative is to delay adoption of the new MPS and LUB until active files are completed. However, under this scenario new applications could continue to be submitted, and so long as they align with existing MPS policies, Council would be obligated at minimum to receive and consider the application, potentially delaying the adoption of the new MPS and LUB.

Following discussion with the Solicitor and the consultant (Upland) who is undertaking the Plan Mahone Bay project, an alternative approach has been found which is likely preferable.

This approach involves adding language to the draft MPS and LUB to clarify that a development agreement process initiated under the current MPS and LUB, may complete the required process under the previous MPS and LUB even if the new MPS and LUB are adopted prior to the approval or rejection of the development agreement file. While the exact wording has not been determined, there will be a provision to specify a timeframe within which the development agreement file must be completed. Various timeframes could be considered, but staff would recommend no more than one year beyond the date of adoption of the new MPS and LUB.

**Background:**

Plan Mahone Bay is nearing completion, with adoption of the new documents expected to occur in Fall 2023. A recent application for a development agreement at 363 Main Street prompted an internal staff discussion regarding timelines and the wish to allow current applications to proceed without delaying the adoption of the new documents. Through discussions, the proposed approach was envisioned and deemed viable.

**Analysis:**

The proposed solution would allow current applications to continue during the “transition” period between the existing and new planning documents. This appears to be the best overall solution and would avoid needing to delay adoption of the new planning documents, while also avoiding a period where there is a moratorium on new applications which could be viewed as Council not prioritizing support for business and development.

The limitations proposed, including a timeframe within which the file must be completed, are intended to prevent a project from being drawn out over years and leaving a legacy file to administer against previous versions of the MPS and LUB.

**Financial Analysis:**

No financial impacts are anticipated.

**Links to Strategic Plan:**

2.3 Governance to Meet Expectations of our Growing Community

**Recommendation:**

This report is provided for information and discussion only. No motion is required; if Council is supportive of the proposed approach this will be relayed to Upland.

Respectfully submitted,



Garth Sturtevant, MCIP, LPP  
Senior Planner





## **Town of Mahone Bay**

Staff Report

RE: Response to Mr. Dupuis

May 9<sup>th</sup>, 2023

### **General Overview:**

This report is intended to provide Council with a draft letter to Mr. Dupuis.

### **Background:**

Correspondence from Mr. Dupuis dated April 19<sup>th</sup> was received at Council's April 27<sup>th</sup> meeting. This correspondence is attached for reference.

At the April 27<sup>th</sup> Council meeting the following motion was passed:

A motion by Councillor Wilson, seconded by Councillor Nowe, **"THAT Council direct staff to draft a response to Mr. Dupuis' questions concerning the Town's LUB and MPS. This draft letter will be presented to Council at their May 9<sup>th</sup> regular meeting."** Motion carried.

### **Analysis:**

A draft letter of response to Mr. Dupuis has been prepared by staff and reviewed by the Town's Development Officer. The draft letter is attached.

### **Financial Analysis:**

There is no additional financial implication to this report.

### **Climate Analysis:**

N/A

### **Strategic Plan:**

N/A

### **Recommendation:**

It is recommended,

**THAT Council approve the Mayor to sign the letter of response to Mr. Dupuis.**

### **Attached for Council Review:**

- April 19<sup>th</sup> Letter from Mr. Dupuis
- Draft Response Letter

### **Respectfully Submitted,**

A handwritten signature in blue ink, appearing to read "Dylan Heide", with a long horizontal flourish extending to the right.

Dylan Heide, Town of Mahone Bay CAO



April 19th , 2023

Honourable Mayor and Town Council for Mahone Bay

Barry Dupuis  
167 Long Hill Rd  
Mahone Bay N.S.

Dear Mayor,

RE: Land Use Bylaw and Municipal Planning Strategy Enforcement.

We are a group of concerned residents writing council in regard to the development of 255 Main Street. Let me say, we are not against developments.

Like many, we have been startled by the new commercial development under construction at 255 Main Street. The historic property being developed, is an icon of the Town's streetscape described as a circa 1840 Gothic Revival 1.8 acre Estate. Mahone Bay's Main and Edgewater Streets are a mix of building styles including, Cape Cod style, Neo-Classical (Georgian) revival, Scottish, Gothic Revival, and Four Square.

The Main Street property is recorded in Nova Scotia' Inventory Heritage Programme. The purpose of the program is to identify, research and document properties of heritage value. The property is not registered as a heritage building, however this should not take away from its grandeur and beauty.

255 Main Street has been an icon of Mahone Bay's streetscape for close to two centuries. The property predates the railroad, cars, and even the main road to Halifax. It greets countless tourist as they enter the town, forming their first and lasting impression of this historic town.

The development was issued permits for the construction of eight cabins , 2 unit dwelling/tourist home ( cabin 9 & 10 ) and a utility shed. The lot is located in the restricted commercial zone and named by address as the beginning of the architectural zone.

We are concerned over this development on the basis of Architectural requirements LUB 4.4.10, Minimum lot sizes LUB 7.4.3, and Heritage MPS 3.11.

### **Architectural ( LUB 4.4.10)**

The permits were issued with several conditions, including the need to meet the architectural control requirements. We are deeply troubled if the development will be in keeping with Mahone Bay's pre 1919 style architecture bylaws.

The permits describes the project as a Cabin with deck and raised walkway. According to the Oxford dictionary a cabin is a small shelter or house made of wood and situated in a wild or remote area. Silver metal roofed cabins are not the main stay of Mahone Bay's streetscape.

We ask council how will the architectural requirements be administered? A planner's area of focus is with zoning and bylaws. Planners are not typically licensed architects. Who will make the architectural evaluation? A licensed architect has expertise in the study of architecture. Given these facts we make the following request.

We ask council to pass a motion requiring the developer to obtain and pay for the services of a licensed architect or accredited heritage officer to issue a certificate of appropriateness ensuring the project is in adherence with MPS 4.5 / LUB 4.4.10.

The chosen Architect, or accredited heritage officer, should possess relevant experience and credentials in pre 1919 architecture structures. We further recommend the choice of architect or heritage officer be approved by council, prior to the undertaking.

A nearby municipality has a heritage officer, a university graduate from an art and architectural history program. They are experienced in Mahone Bay's relevant architecture. Perhaps a service of this nature is worth considering.

### **Minimum Lot Size 7000 sq ft ( LUB 7.2.2)**

Minimum lot sizes are intended to control items such as noise, traffic and structure densities. Minimum lot sizes achieve homogeneity in a neighbourhood.

The lot, as we understand it, is approximately 37,000 sq ft. The table in LUB 7.4.3 lists minimum lot area for two unit dwelling as 7000 sq ft and all other structures 7,000 sq ft. There are nine structures, each with its own development permit and permit number.

Unlike a hotel or motel that collectively houses travellers, single structure single lot, each cabin is a separate structure. Our view, the minimum



required land area should be ( 9\* 7000 sq ft ) 63,000 sq ft. A lot area of this size and density would be more in keeping with the character of the neighbourhood. It is our opinion the proposed cluster of dense cabins are not characteristic of the neighbourhood. Simply stated, too many to close together.

A reduction in structure density would also assist in alleviating anxiety over noise and traffic safety on the blind corner. We struggle to understand the Development Department's interpretation of the bylaw. If the project was being viewed as single development on a single lot, inclusive of all the buildings, then why issue nine different development permits?

It is worthy to note , the issued permits are all against the same PID (lot) number. What about the remaining three lots? Unofficially we were told there are plans for sixteen cabins. Perhaps the additional cabins are just idle speculation. In any case, what limits the density of the structures on the lot(s)?

In considering variances, any variance requires the support of the planning strategy. If a variance in this case has been granted for lot size, we fail to see how it is supported by the intent of the planning document. Our second ask of the Town is to make a motion to sort out this concern and request sound reasoning for the decision.

### **Heritage Preservation ( MPS 3.11 )**

Will the Settlers Museum and the Mahone Bay Founders Society have an opportunity to express their views?

The estate undeniably has historical, cultural and heritage values. Aside from these values, heritage preservation brings economic benefits. Heritage preservation has become a major business; a business with increasing competition. We ask ourselves is Mahone Bay winning or losing. I overhear discussions Mahone Bay's character is fading. I hope this is not the case.

255 Main Street must remain an icon in the character of the Town. We are encouraged that members of council are on the heritage advisory committee, but feel more has to be done.

Our third request is for council to make a motion to ask the Heritage committee and the Founders Society to review, both current and future plans. After the review provide council with feedback.

In Closing , we recognize people will have different views on projects, for or against. Perhaps Mahone Bay could use more places to stay, we are not

stating that. We request developments coexists with the character and streetscape of the Town. No matter how opinions may differ, one thing remains steadfast, developments are legally required to follow the Land Use Bylaws and to adhere to the intent of the MPS. We respectfully emphasize, the Municipal Planning Strategy is a legal document and once adopted forms part of the Land Use Bylaws. A municipality cannot act contrary to its MPS ( MGA s.217 ).

We hope council shares these concerns. We thank you for the consideration given this matter.

Sincerely



Barry Dupuis

signatories see attached

PAULA GRIFFIN

LONG HILL ROAD.



Maureen Aubert

Long Hill Road



BARRY STEVENS

LONG HILL RD

Kelly Unsworth

Long Hill Rd

Kelly Unsworth

Barry Dupuis

Long Hill Rd



Wayne Twiss

Long Hill Rd

Nancy Andrews

Long Hill Rd

Andrew & Darcy Burgess Long Hill Rd

Barb Dorey

MAIN ST



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Barry Dupuis  
167 Long Hill Rd.  
Mahone Bay, NS

May 9, 2023

Dear Mr. Dupuis,

This letter is being sent in response to your letter to Mayor and Council dated April 19<sup>th</sup>, 2023.

Thank you for sharing your concerns respecting the development of the properties located at the corner of Main St. and Long Hill Rd.. The Town Council appreciates your taking the time to write and share your concerns.

Your letter requested the Town Council pass resolutions with respect to the application of the Town's Municipal Planning Strategy (MPS) and Land Use By-law (LUB). As Planning Documents duly approved by Council following required public processes, Council is not generally at liberty to pass motions with respect to their application and has, by by-law, assigned the responsibility for applying the provisions of the MPS and LUB to the Town's Development Officer.

Your specific concerns have been reviewed by Council. Additional consideration is provided with respect to the noted concerns as follows:

Concern on the basis of architectural requirements of LUB

The Development Officer is responsible for applying the provisions of the LUB including LUB 4.4.10 and the Town does not make a practice of employing additional contracted expertise such as you have proposed with respect to this provision.

Concern on the basis of lot size

The Development Officer reviews all Development Permit applications to ensure they conform to LUB requirements with respect to lot size. Permits issued with respect to this development to date, and any yet to be issued, will be in accordance with the LUB.

Jurisdiction of Town's Heritage Advisory Committee

As noted there are no municipally registered heritage properties included in this development. The Town's Heritage Advisory Committee has a mandate to review development applications in relation to registered heritage properties only and does not have jurisdiction with respect to other development applications.

Sincerely,

David DeVenne, Mayor  
Town of Mahone Bay





**Town of Mahone Bay**  
**Staff Report**  
**RE: Tree Donation Recognition**  
**May 9, 2023**

**General Overview:**

This report is to provide Council with an option for recognition of tree donations made to the Town.

**Background:**

Over the past year the Cemetery Committee has discussed a way to recognize donations of trees that may be made to both Town-owned cemeteries. There was some interest amongst committee members in having a central location within the Town where all donations of trees for public property could be recognized.

At the March 30, 2023 regular meeting of Council, a motion was made to adopt a Bench Donation Program. This program was developed in accordance with the Town's Donations Policy. The donation of funds to purchase trees to be planted on Town property fits in well with the Donations Policy and could be added to promotion of the Bench Donation Program.

**Analysis:**

Benches and picnic tables donated to the Town will have donation plaques mounted directly on the asset. To recognize tree donations a different option will be necessary.

Staff recommends that Council consider a call-out to local artists to submit proposals for an art installation to be located in a park space within the town where donations of trees can be recognized. The call-out would request that at least 100 tree donations could be recognized on the installation. Trees donated for any public space will be acknowledged on this one central art piece.

**Financial Analysis:**

While staff is recommending that \$5,000 be set aside for this capital project, the donation of 100 trees to the Town at \$500 per tree will realize a \$50,000 increase in donations to the Town and tree assets for the Town.

Links to Strategic Plan:

### 3.3 Practice Stewardship of Our Natural Environment

- Encourage recognition of the value of natural assets in the Town

Recommendation:

It is recommended, that at the May 9, 2023 meeting of Council

**THAT Council refer the proposed \$5,000 capital project for tree donation recognition to the 2023/24 budget discussions.**

Respectfully submitted,



Kelly Redden

Acting Town Clerk and Deputy CAO



TOWN OF MAHONE BAY

# MAIN STREET AT EDGEWATER STREET INTERSECTION RECONFIGURATION EXISTING CONDITIONS REPORT

FEBRUARY 27, 2023





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## APPENDIX

### A TRAFFIC VOLUME AND SPEED DATA

# 1 INTRODUCTION

## 1.1 OVERVIEW OF THE PROJECT

The Town of Mahone Bay is a picturesque community along the south shore of Nova Scotia that is known for its three historic churches. The Town is home to 1,064 residents (2021 Census) but sees many more as tourists each year.

Centrally located within the downtown of Mahone Bay lies the three-legged intersection of Edgewater Street at Main Street (NS Highway 3 at Highway 325, See Figure to right). The intersection lies at the heart of the Town but includes non-standard lane alignments and control that is confusing to visitors and drivers who are less familiar with the intersection and creates a barrier for pedestrians. The intersection is effectively triangular with all three roadways continuing as two-way roads around a central island. Within this central island lies the Town's War Monument. In addition to the complicated road geometry and traffic control for vehicles, the intersection and its approach roads do not include separate facilities for bicyclists and lacks some pedestrian infrastructure at key locations.



The below figure shows:

- A:** a vehicle parked within the designated painted pedestrian route
- B:** a family crossing from area A to the north side of the intersection. The crossing location is not a marked crosswalk and lacks pedestrian infrastructure.



Source: Google Streetview

The Town of Mahone Bay has retained WSP to prepare functional design plans for the reconfiguration of Main Street at Edgewater Street. This reconfiguration is intended to not only improve driver understanding via applying a more typical intersection alignment but also improving accommodation for pedestrians and bicyclists in the area. A Functional Plan is a visionary conceptual design of an intersection and adjacent road network that confirms operational requirements and general configuration of proposed changes.

This is the Existing Conditions Report that presents and summarizes the data collected that will be used in subsequent phases of this project.



## 2 BACKGROUND INFORMATION

### 2.1 EXISTING DATA

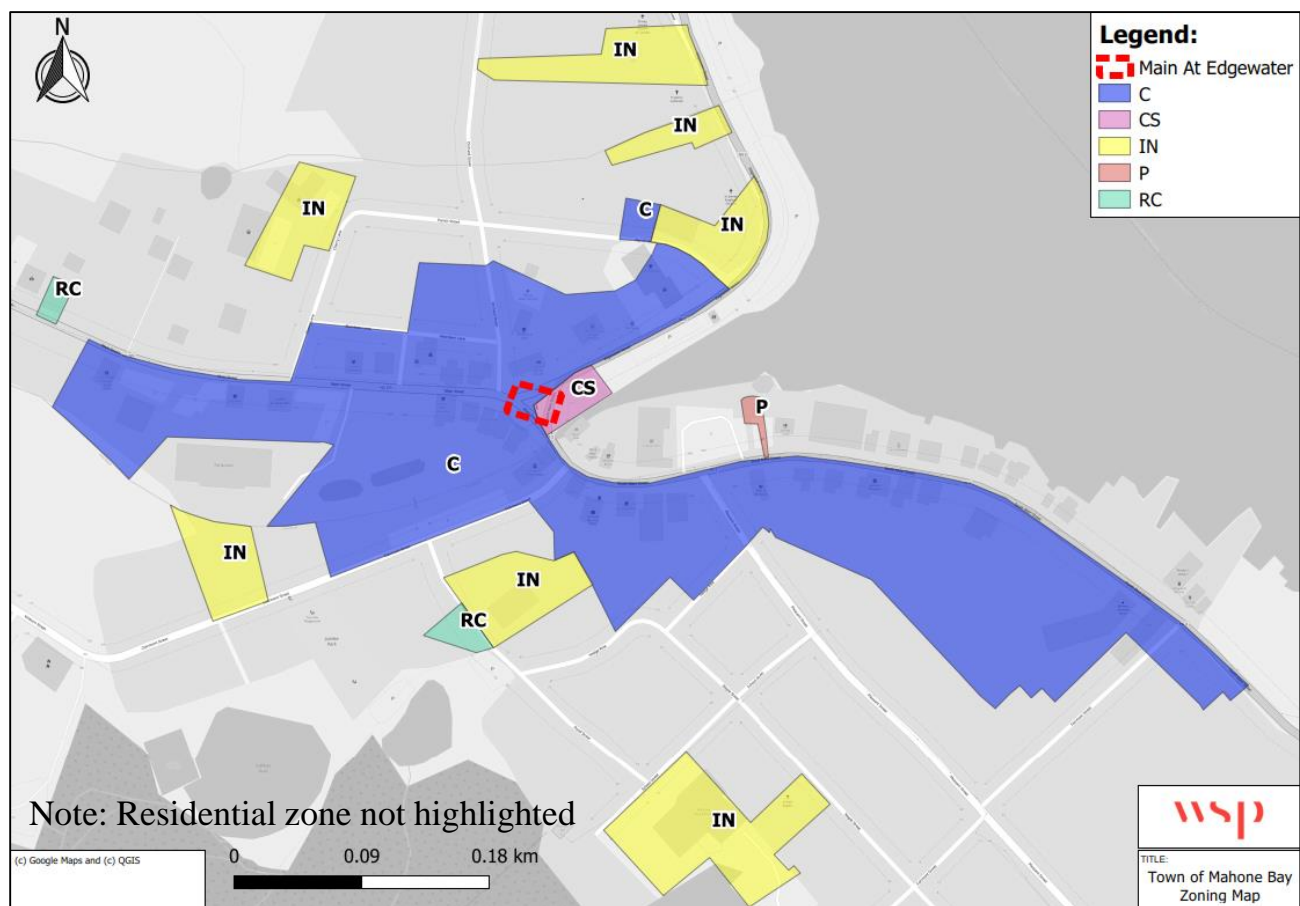
The first step in the design and planning process was to gather, review and compile available data on the project from the Town. WSP obtained and reviewed available background information related to the following:

- Mapping/GIS/Topographic Survey Data
- Available Transportation Studies, Traffic Data
- Collision Information
- *Town of Mahone Bay, Transportation Plan Report* (CBCL, July 2020)

In addition, WSP has collected topographical data for the project area as well as weekday AM and PM peak period turning movement counts at the Main Street at Edgewater Street intersection (on Wednesday, January 18, 2023).

### 2.2 EXISTING ZONING

The project area lies within the downtown core of the Town of Mahone Bay. The Town's Land Use By-law indicates that much of the zoning immediately adjacent to the subject intersection is "commercial" with much of the surrounding land use zoned as "Residential" (See Zoning Map in Figure 1).



**Figure 1: Town of Mahone Bay Land Use Zones in Proximity to the Main at Edgewater Intersection**

## 3 EXISTING CONDITIONS

### 3.1 STUDY AREA

The project area includes the Main Street at Edgewater Street intersection and the approaching roads as shown in Figure 2. The Study Area streets have a posted speed limit of 50km/h.

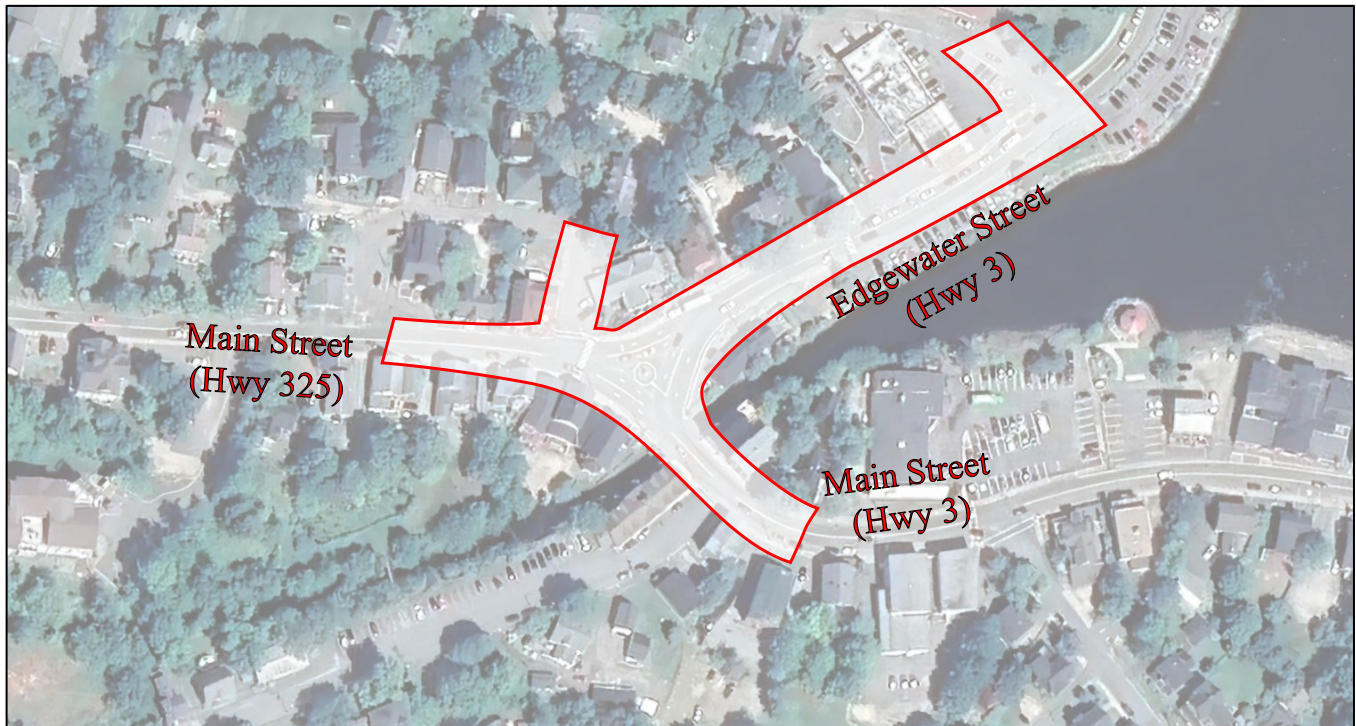


Figure 2: Study Area

#### 3.1.1 TOPOGRAPHIC AND RIGHT-OF-WAY CONSTRAINTS

WSP completed a topographic survey of the study area (Shown in Figure 2 above) that included underground utility locates and invert elevations as well as calculation of the right-of-way boundaries.

##### TOPOGRAPHIC CONSTRAINTS

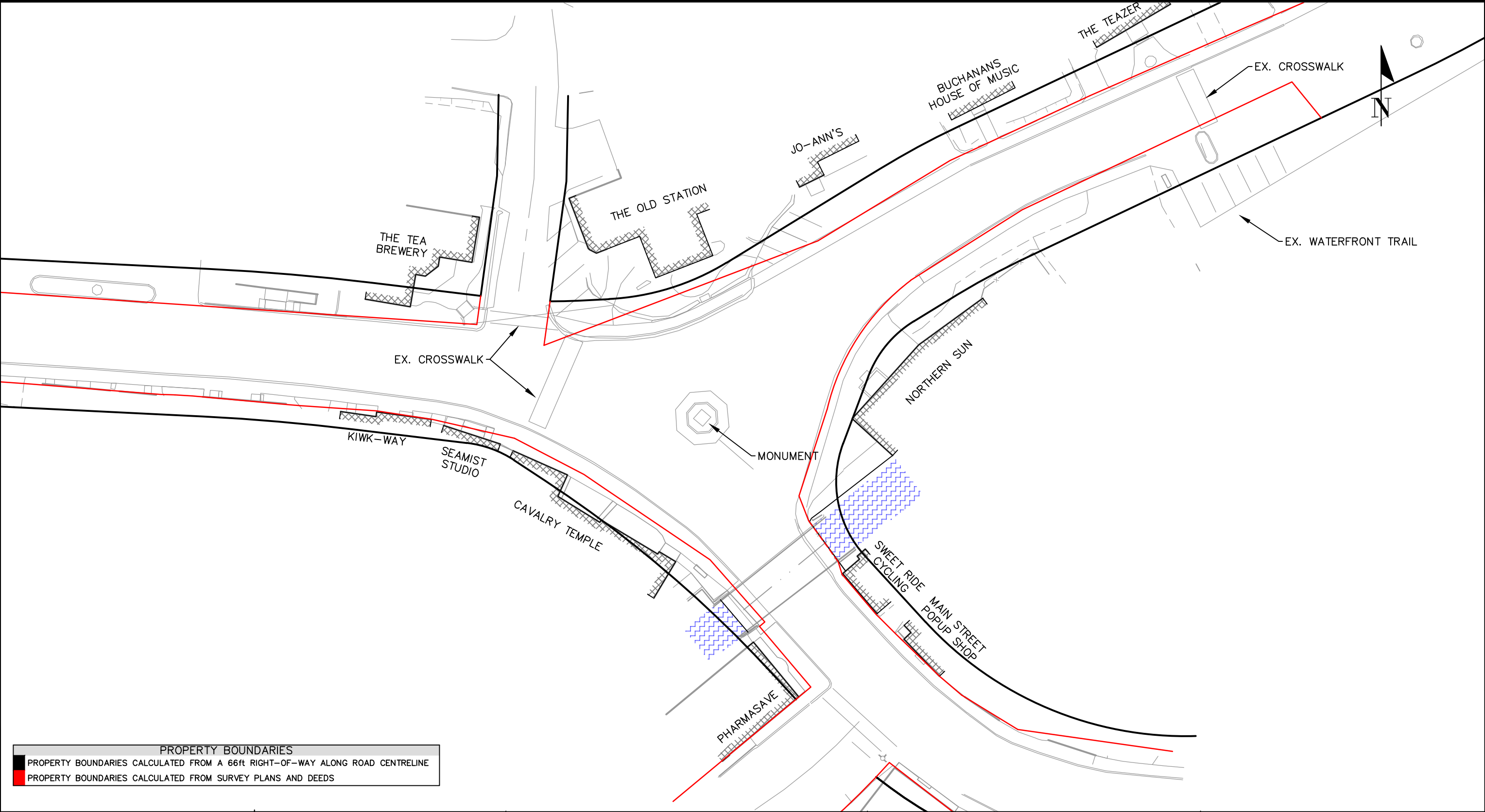
While the topography in this area is generally flat, the Main Street at Edgewater Street intersection is within about 19m of the bridge structure for the crossing of Ernst Brook to the south (See Figure 3).


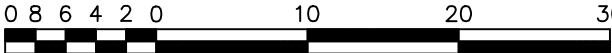
##### RIGHT-OF-WAY CONSTRAINTS

During the survey, uncertainty was identified regarding two types of road right-of-way lines in this area:

1. A 66-foot road right-of-way centred around the roadway centreline; and,
2. Roadway lines based on available survey plans and deeds.

These right-of-way lines are shown in Figure 3. Through this project, WSP will prepare the concept and functional design plans for options to reconfigure the intersection. When a legal survey is conducted during the preliminary and / or detailed design stage of the reconfiguration, additional consideration regarding these right-of-way lines will be required to confirm which property lines are correct. WSP will advance the project using the 66-foot road centreline right-of-way. If during legal survey it is determined that an alternate right-of-way line is correct, that will need to be accommodated.



<div>CLIENT:</div> <div>TOWN OF MAHONE BAY</div>	<div><div>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</div></div>	<div><div>Drawn: C. MACPHERSON</div><div>Reviewed: P. HATTON</div><div>Project #: 231-00016</div><div>Date: FEBRUARY 22, 2023</div></div> <div><div>SCALE: 1:500 METRIC</div><div></div></div>	<div>PROJECT:</div> <div>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</div>	<div>TITLE:</div> <div>FIGURE 3: PROPERTY BOUNDARIES</div>
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### 3.1.2 COLLISION DATA

Collision data at the Main Street at Edgewater Street intersection were provided by the local RCMP for 2020 – 2022 (three years). The available collision information indicates:

- There were no fatal or injury collisions at the intersection.
- There were two “property-damage-only” collisions of which:
  - One was where a driver hit a parked vehicle; and,
  - One was classified as “approaching sideswipe.
  - Both collisions occurred during daytime hours

While insufficient information is available on the historical collisions regarding their exact location, the historical collision information indicates that there are few collisions at this intersection.

### 3.1.3 JANUARY 2023 TURNING MOVEMENT COUNT

WSP temporarily installed a Miovision Scout traffic counter at the Main Street at Edgewater Street intersection to collect turning movement counts at the project intersection on Wednesday, January 18, 2023 between 7:00 – 9:00 AM and between 4:00 – 6:00 PM. The total vehicles as well as the heavy vehicle and bicycle turning movement volumes have been separated into 15-minute intervals with peak hours indicated by shaded areas, as shown in Tables A-1 through A-3, Appendix A.

### 3.1.4 HISTORICAL TRAFFIC VOLUMES

Historical traffic speed and volume data for Edgewater Street and Main Street were provided by the Town of Mahone Bay. Data are provided in Appendix A, and generally indicate:

1. The daily westbound traffic volumes along Edgewater Street (coming toward the intersection) in November 2022 were about 2,050 to 2,430 vpd.
2. The daily westbound traffic volumes along Edgewater Street (coming toward the intersection) between June and August of 2022 were about 3,000 to 3,350 vehicles per day (vpd).
3. Speed data for Main Street and Edgewater Street from June, July, and August of 2022 were provided by the Town of Mahone Bay. Data indicate that the 85<sup>th</sup> percentile speed on Edgewater Street was about 67 km/h while the 85<sup>th</sup> percentile speed on Main Street was about 65 km/h. While this indicates that there are drivers exceeding the posted speed limit in this area, the travel speeds are within the expected range for major roadways during typical conditions.

**85<sup>th</sup> percentile speed:** The speed at or below which 85 percent of all vehicles are observed to travel.

### 3.1.5 PROJECTED DESIGN HOURLY VOLUMES

Projected Design Hourly Volumes (DHVs) for the Main Street at Edgewater Street intersection are shown in Figure 4 and have been estimated based on:

1. Collected January 2023 turning movement counts at the intersection; and,
2. Application of a 1.40 growth factor based on a review of historical traffic volumes in the area during the summer and non-summer months. This factor is in line with the seasonal variability between the traffic counts completed by the Town for June - August 2022 (peak season months) and November 2022 (off-peak season).

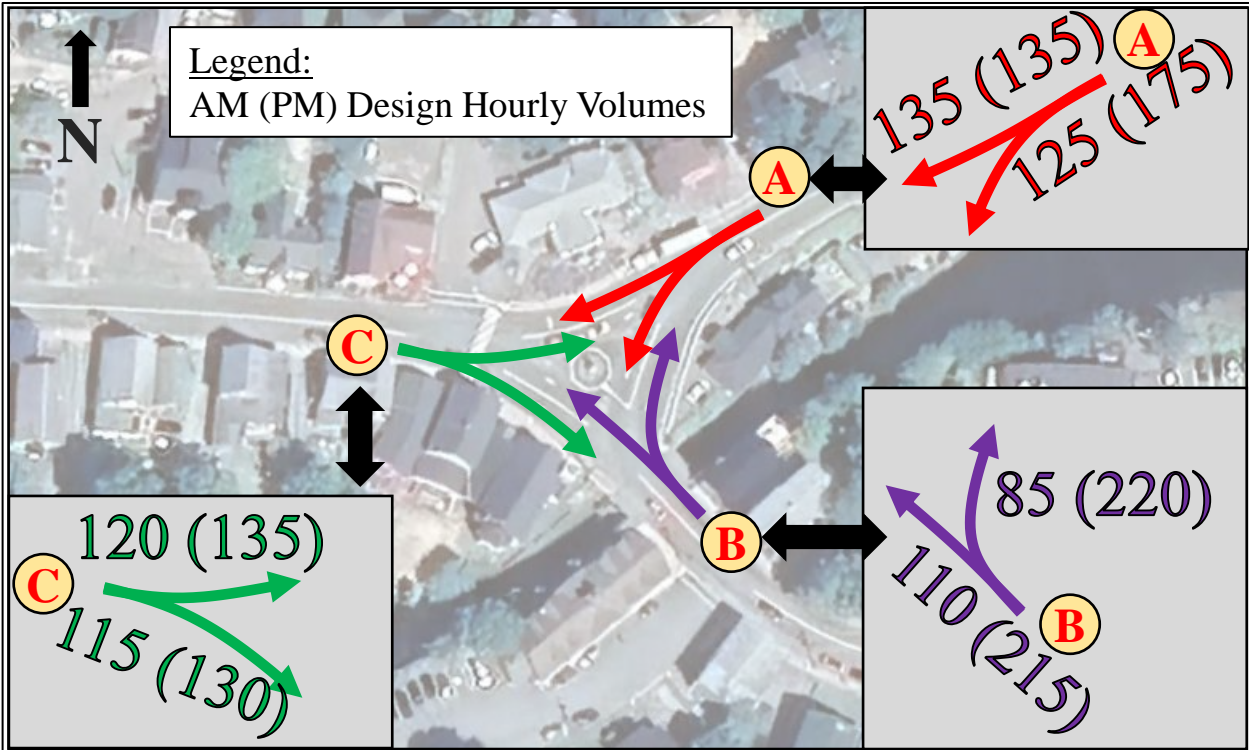


Figure 4: AM and PM Design Hourly Volumes

Design hourly heavy vehicle volumes have been projected by applying a 1.4 factor to the January 2023 counted heavy vehicle volumes (which are shown in Appendix A).

Pedestrian volumes crossing at the intersection are expected to be substantially higher than those that were observed during the January 2023 turning movement counts. During the count a peak of 21 pedestrians crossing Main Street on the west approach were observed, and a pedestrian volume of 50 pedestrians during the AM and PM design hours have been applied to that movement. Additional marked pedestrian crossings will be considered in the development of options for the intersection.

## 4 EXISTING ISSUES & NEXT STEPS

---

### 4.1 EXISTING ISSUES

The Main Street at Edgewater Street intersection in Mahone Bay is centrally located with the downtown core and serves as a major transportation connection for drivers traveling to and through the Town. The intersection also lies within the heart of the historic core and is surrounded by commercial development and land uses in the picturesque community that welcomes thousands of tourists per year.

While historic collision data does not show a significant collision history, the non-standard alignment, current location of the Town's War Monument in the intersection's centre, and at grade pedestrian routes along the east side of the intersection make this intersection a strong candidate for reconfiguration. Overall, the design hourly traffic volumes in this area are moderate and the intersection constraints pose many challenges for accommodating reconfiguration options.

---

### 4.2 NEXT STEPS

WSP will prepare three (3) conceptual plans of high-level modification options for the reconfiguration of the intersection. The development of options will consider the design hourly traffic volumes and constraints identified in this report and each option will be evaluated on its functionality, benefits, and negative impacts. The options evaluation will be summarized in a Concept Design Report.

# APPENDIX

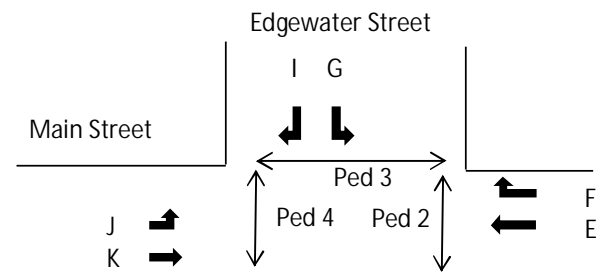
A

TRAFFIC VOLUME AND  
SPEED DATA

**Table A-1**  
**Main Street**  
**@**  
**Edgewater Street**

**Total Vehicles**

*Mahone Bay, NS*  
Wednesday, January 18, 2023



**AM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
07:00 07:15	3	12	18	18	18	7	76
07:15 07:30	6	11	17	18	14	19	85
07:30 07:45	12	6	34	20	14	22	108
07:45 08:00	26	9	28	27	19	21	130
08:00 08:15	17	21	15	28	20	21	122
08:15 08:30	20	16	28	22	22	23	131
08:30 08:45	14	16	19	19	23	18	109
08:45 09:00	24	11	22	25	22	24	128
<b>AM Peak Hour</b>	<b>77</b>	<b>62</b>	<b>90</b>	<b>96</b>	<b>84</b>	<b>83</b>	<b>492</b>
<b>07:00 08:00</b>	<b>47</b>	<b>38</b>	<b>97</b>	<b>83</b>	<b>65</b>	<b>69</b>	<b>399</b>
<b>08:00 09:00</b>	<b>75</b>	<b>64</b>	<b>84</b>	<b>94</b>	<b>87</b>	<b>86</b>	<b>490</b>
	<b>Ped 2</b>		<b>Ped 3</b>		<b>Ped 4</b>		<b>Total Peds</b>
<b>07:00 08:00</b>	<b>0</b>		<b>0</b>		<b>3</b>		<b>3</b>
<b>08:00 09:00</b>	<b>1</b>		<b>0</b>		<b>3</b>		<b>4</b>

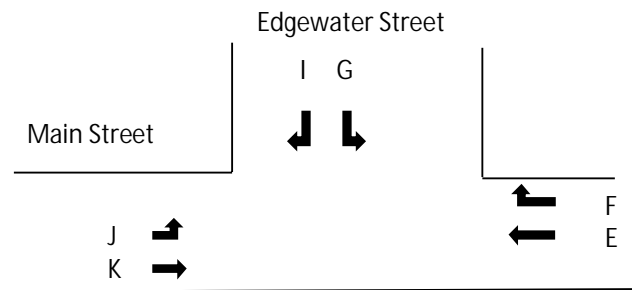
**PM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
16:00 16:15	34	40	37	17	17	27	172
16:15 16:30	46	29	28	20	26	16	165
16:30 16:45	47	48	32	30	32	31	220
16:45 17:00	26	39	28	28	22	19	162
17:00 17:15	31	31	28	18	32	30	170
17:15 17:30	17	19	28	19	13	18	114
17:30 17:45	19	17	18	22	16	17	109
17:45 18:00	18	15	20	8	18	16	95
<b>PM Peak Hour</b>	<b>153</b>	<b>156</b>	<b>125</b>	<b>95</b>	<b>97</b>	<b>93</b>	<b>719</b>
<b>16:00 17:00</b>	<b>153</b>	<b>156</b>	<b>125</b>	<b>95</b>	<b>97</b>	<b>93</b>	<b>719</b>
<b>17:00 18:00</b>	<b>85</b>	<b>82</b>	<b>94</b>	<b>67</b>	<b>79</b>	<b>81</b>	<b>488</b>
	<b>Ped 2</b>		<b>Ped 3</b>		<b>Ped 4</b>		<b>Total Peds</b>
<b>16:00 17:00</b>	<b>1</b>		<b>0</b>		<b>21</b>		<b>22</b>
<b>17:00 18:00</b>	<b>3</b>		<b>0</b>		<b>10</b>		<b>13</b>

\* Count completed by WSP

**Table A-2**  
**Main Street**  
**@**  
**Edgewater Street**  
  
**Heavy Vehicles**

*Mahone Bay, NS*  
Wednesday, January 18, 2023



### AM Peak Period Volume Data

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
07:00 07:15	0	1	1	0	1	1	4
07:15 07:30	0	1	0	1	1	0	3
07:30 07:45	0	1	3	0	1	2	7
07:45 08:00	1	0	3	2	2	2	10
08:00 08:15	2	0	0	0	1	2	5
08:15 08:30	3	0	1	0	0	3	7
08:30 08:45	0	2	0	0	2	1	5
08:45 09:00	2	1	1	0	1	2	7
<b>AM Peak Hour</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>9</b>	<b>29</b>
<b>07:00 08:00</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>24</b>
<b>08:00 09:00</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>8</b>	<b>24</b>

### PM Peak Period Volume Data

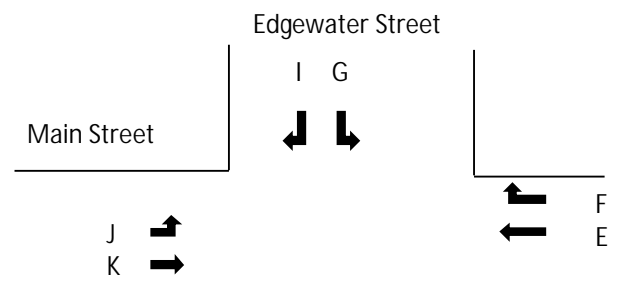
Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
16:00 16:15	2	0	2	2	0	1	7
16:15 16:30	0	1	2	1	2	1	7
16:30 16:45	0	0	2	0	1	0	3
16:45 17:00	1	1	0	0	3	1	6
17:00 17:15	0	0	0	1	1	0	2
17:15 17:30	1	0	1	2	0	0	4
17:30 17:45	0	0	0	1	0	0	1
17:45 18:00	0	0	0	0	0	0	0
<b>PM Peak Hour</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>23</b>
<b>16:00 17:00</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>23</b>
<b>17:00 18:00</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>7</b>

\* Count completed by WSP

**Table A-3**  
**Main Street  
@  
Edgewater Street**

**Bicycles**

*Mahone Bay, NS*  
Wednesday, January 18, 2023



**AM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
07:00 07:15	0	0	0	0	0	0	0
07:15 07:30	0	0	0	0	0	0	0
07:30 07:45	0	0	0	0	0	0	0
07:45 08:00	0	0	0	0	0	0	0
08:00 08:15	0	0	0	0	0	0	0
08:15 08:30	0	0	0	0	0	0	0
08:30 08:45	0	0	0	0	0	0	0
08:45 09:00	0	0	0	0	0	0	0
<b>AM Peak Hour</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>07:00 08:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>08:00 09:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
16:00 16:15	0	0	0	0	0	0	0
16:15 16:30	0	0	0	0	0	0	0
16:30 16:45	0	0	0	0	0	0	0
16:45 17:00	0	0	0	0	0	0	0
17:00 17:15	0	1	0	0	0	1	2
17:15 17:30	0	0	0	0	0	0	0
17:30 17:45	0	0	0	0	0	0	0
17:45 18:00	0	0	0	0	0	0	0
<b>PM Peak Hour</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>
<b>16:00 17:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>17:00 18:00</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>

\* Count completed by WSP

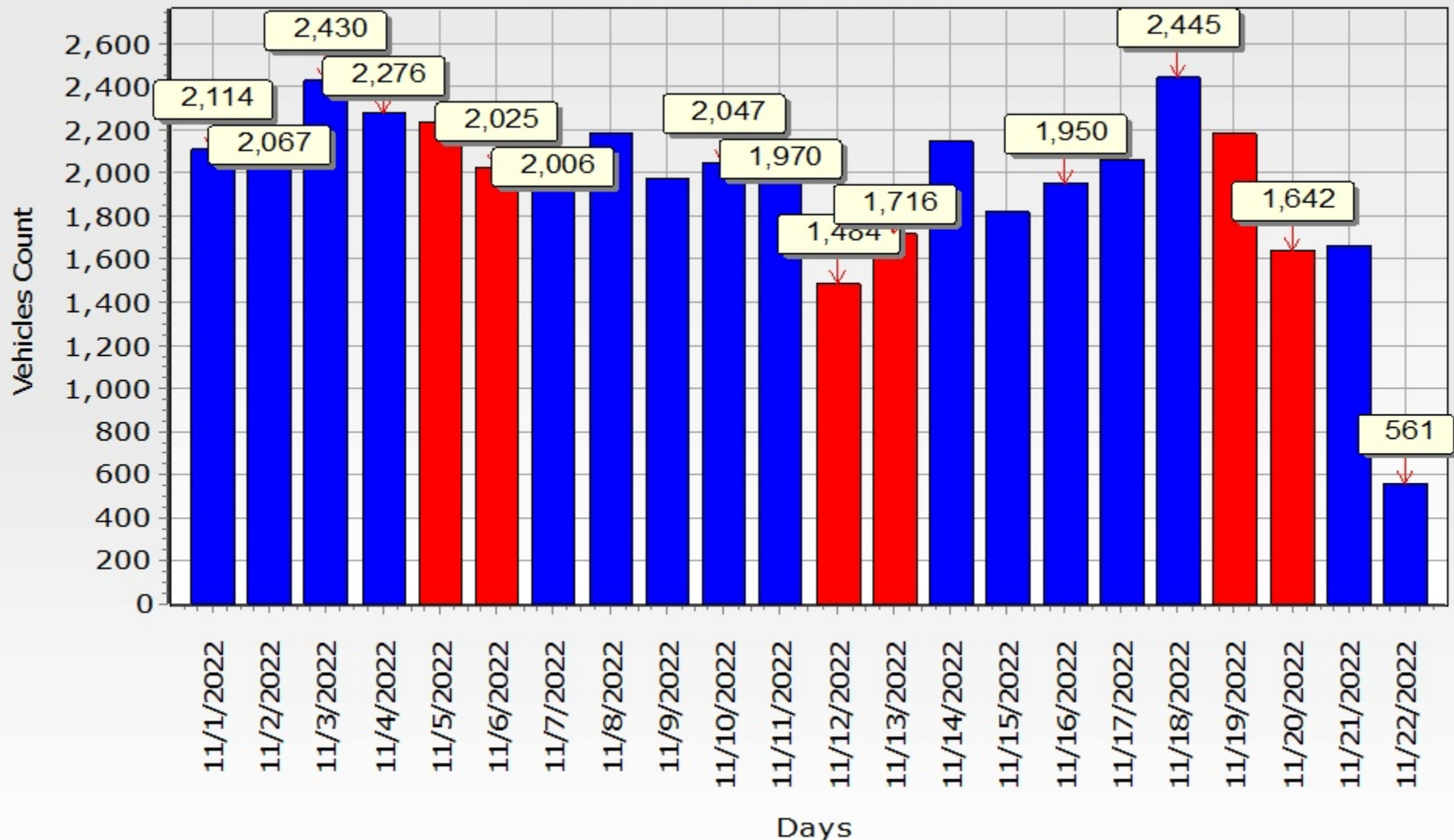
**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-11.CSV



## Daily Traffic Volumes





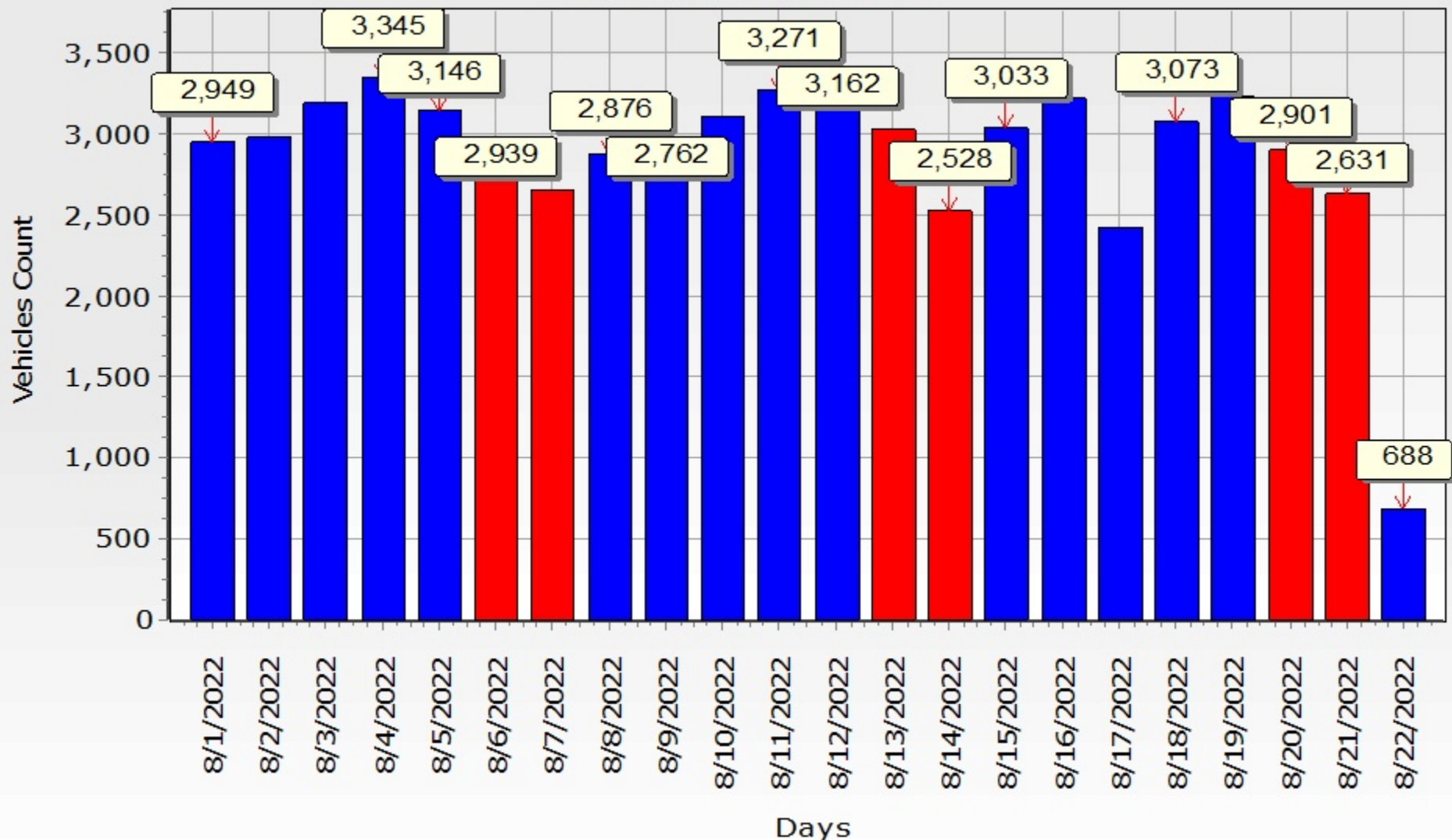
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**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-08.CSV



## Daily Traffic Volumes



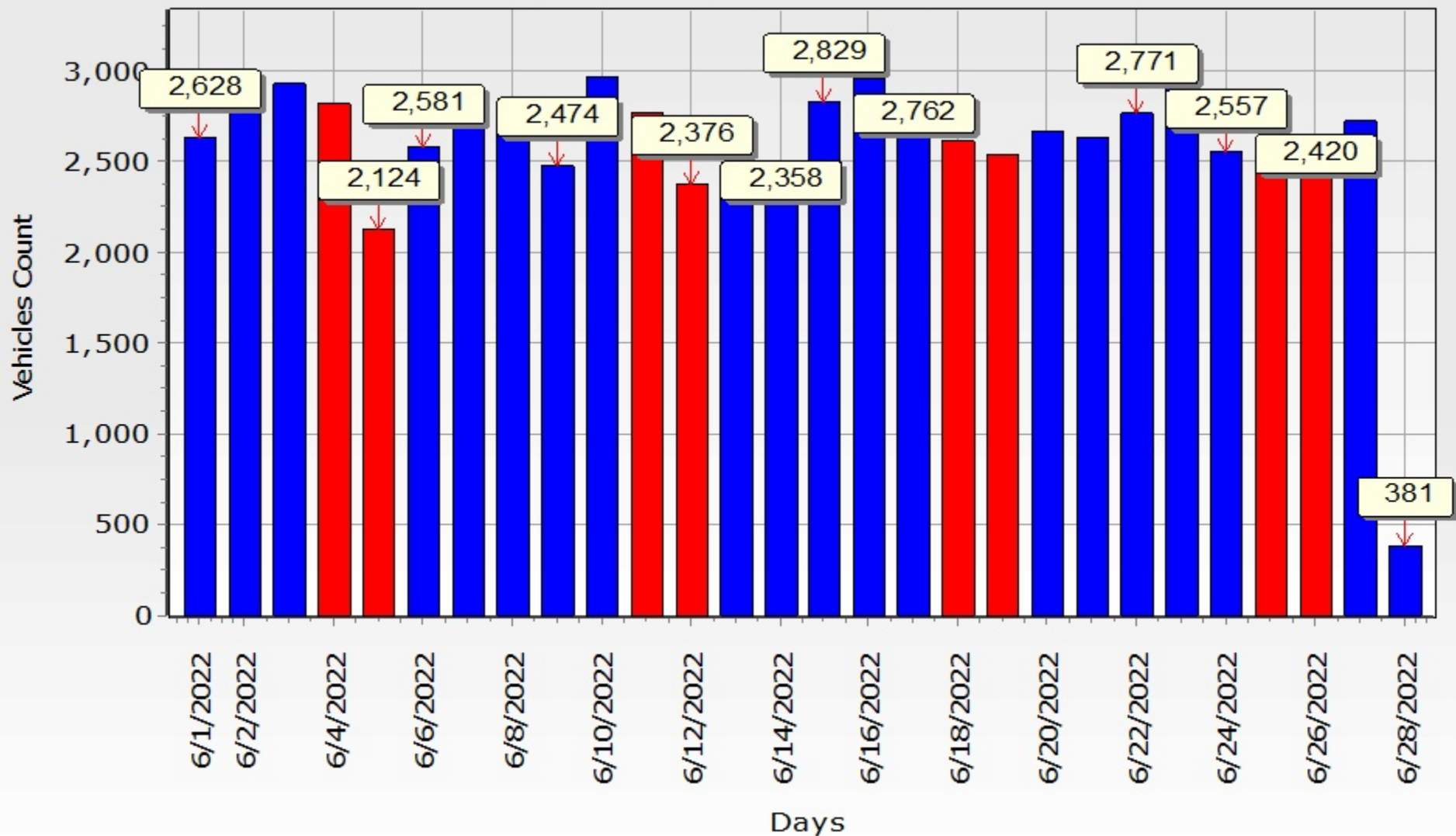
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## Daily Traffic Volumes



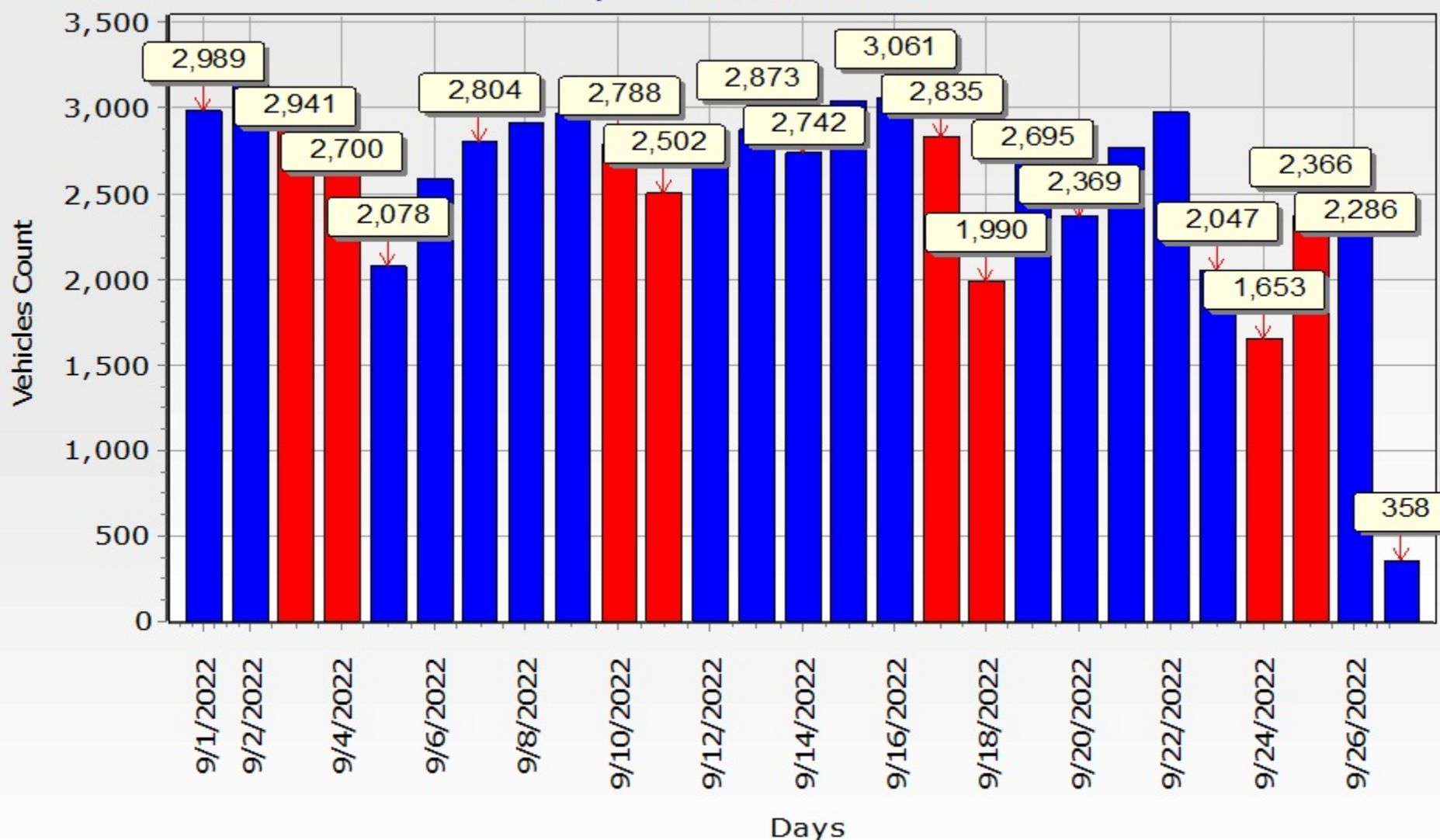
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**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-09.CSV



## Daily Traffic Volumes



# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-08.CSV



	DATE	15..19	20..24	25..29	30..34	35..39	40..44	45..49	50..54	55..59	60..64	65..69	70..74	75..79	80..84	85..89	90..94
1	8/1/2022	379	129	98	82	72	153	289	409	372	426	313	157	48	14	5	3
2	8/2/2022	384	124	88	85	55	110	248	380	392	456	358	192	66	28	10	1
3	8/3/2022	432	150	106	87	61	102	259	414	406	452	408	187	75	36	9	1
4	8/4/2022	422	157	119	82	77	127	289	407	444	483	393	222	81	32	7	3
5	8/5/2022	397	143	109	83	58	117	253	398	423	492	341	214	69	33	10	6
6	8/6/2022	391	122	102	83	61	125	261	374	409	456	308	154	52	30	7	2
7	8/7/2022	338	95	70	72	52	88	228	337	351	413	321	191	52	29	9	2
8	8/8/2022	326	126	91	72	50	121	267	370	413	459	302	176	68	24	8	0
9	8/9/2022	326	129	70	64	53	98	249	387	388	448	307	166	43	25	7	1
10	8/10/2022	398	148	101	81	83	141	280	358	409	448	355	193	61	33	9	7
11	8/11/2022	401	172	108	107	60	123	242	373	369	502	432	251	77	35	14	4
12	8/12/2022	370	131	100	73	51	128	223	382	370	524	395	259	91	47	16	1
13	8/13/2022	353	124	90	91	65	145	275	378	343	476	346	200	81	37	18	3
14	8/14/2022	320	102	78	67	51	96	201	300	331	398	284	182	76	32	9	1
15	8/15/2022	373	133	78	76	68	93	210	311	344	498	401	262	114	59	11	2
16	8/16/2022	410	182	102	85	55	85	197	344	370	510	438	283	90	47	14	3
17	8/17/2022	281	117	71	41	32	64	145	282	335	399	329	201	78	33	9	0
18	8/18/2022	371	146	110	72	62	104	222	338	359	482	423	225	96	44	11	6
19	8/19/2022	389	170	90	90	61	104	215	366	399	535	411	250	91	45	15	2
20	8/20/2022	355	108	66	69	41	96	222	342	368	442	377	243	97	49	16	10
21	8/21/2022	318	120	79	67	45	83	157	304	304	456	345	220	77	40	8	8
22	8/22/2022	80	35	14	15	17	8	27	56	60	111	108	87	32	25	8	3

Edgewater - August Speed Data

	95..99	100..104	105..109	TOTAL
1	0	0	0	2949
2	0	0	0	2977
3	2	0	1	3189
4	0	0	0	3345
5	0	0	0	3146
6	0	1	1	2939
7	0	0	0	2648
8	2	1	0	2876
9	1	0	0	2762
10	0	1	0	3106
11	0	1	0	3271
12	1	0	0	3162
13	0	0	0	3025
14	0	0	0	2528
15	0	0	0	3033
16	1	0	0	3216
17	1	0	0	2418
18	2	0	0	3073
19	0	0	1	3234
20	0	0	0	2901
21	0	0	0	2631
22	2	0	0	688

# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-06.CSV



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1	6/1/2022	337	117	82	78	43	64	161	284	295	421	374	215	89	51	12	3
2	6/2/2022	370	125	88	91	38	69	177	317	331	444	384	259	105	38	9	0
3	6/3/2022	373	143	105	102	57	78	209	325	329	471	378	228	84	41	6	2
4	6/4/2022	380	94	104	81	41	98	247	333	395	436	331	181	70	20	7	0
5	6/5/2022	293	69	61	44	24	74	136	280	277	368	255	153	61	23	5	0
6	6/6/2022	347	113	99	63	44	55	185	271	254	418	374	238	67	38	8	5
7	6/7/2022	371	129	107	94	54	114	249	318	295	423	324	205	67	44	11	4
8	6/8/2022	329	122	80	92	62	91	195	326	352	387	333	218	85	34	15	0
9	6/9/2022	273	109	73	59	38	81	184	312	337	422	307	173	65	28	8	4
10	6/10/2022	381	131	79	62	57	77	184	329	354	455	434	273	88	48	8	4
11	6/11/2022	320	117	76	69	52	90	213	335	394	429	365	198	67	31	12	1
12	6/12/2022	294	115	75	67	49	87	191	302	292	393	277	140	56	26	10	0
13	6/13/2022	308	95	83	64	45	75	163	289	295	396	309	169	76	22	5	4
14	6/14/2022	296	116	70	58	52	79	172	271	313	391	287	162	57	24	8	1
15	6/15/2022	339	138	86	69	61	78	192	343	335	447	355	225	99	47	12	2
16	6/16/2022	361	153	103	76	42	89	209	327	335	471	398	239	87	46	15	3
17	6/17/2022	335	135	80	69	38	86	199	348	322	466	364	198	79	38	3	2
18	6/18/2022	312	99	67	71	48	107	175	336	325	398	331	227	77	28	15	1
19	6/19/2022	321	111	81	67	42	94	235	306	329	394	300	160	59	29	6	0
20	6/20/2022	344	93	79	63	50	75	211	306	339	438	365	193	64	37	8	1
21	6/21/2022	305	136	86	72	42	79	179	305	339	445	345	194	61	35	6	1
22	6/22/2022	360	135	85	77	50	86	190	328	338	425	352	220	74	35	15	1
23	6/23/2022	370	147	96	90	47	95	209	320	344	454	384	239	83	35	11	2
24	6/24/2022	277	137	61	57	45	63	176	313	331	479	334	174	70	32	6	2
25	6/25/2022	310	108	67	62	37	92	226	337	362	400	327	153	57	35	12	4
26	6/26/2022	284	107	56	68	40	92	188	303	322	400	294	180	53	26	6	1
27	6/27/2022	340	144	78	77	49	79	212	325	339	420	364	176	79	28	7	3
28	6/28/2022	40	9	15	13	3	8	19	41	40	68	57	36	16	9	3	4

Edgewater - June Speed Data

	95..99	100..104	105..109	110..114	TOTAL
1	2	0	0	0	2628
2	1	0	0	1	2847
3	1	0	0	0	2932
4	1	0	0	0	2819
5	0	1	0	0	2124
6	1	1	0	0	2581
7	0	0	0	0	2809
8	0	0	1	0	2722
9	0	0	1	0	2474
10	0	0	0	0	2964
11	1	0	0	0	2770
12	0	0	2	0	2376
13	0	0	0	0	2398
14	0	0	0	1	2358
15	1	0	0	0	2829
16	2	0	0	0	2956
17	0	0	0	0	2762
18	1	0	0	0	2618
19	0	2	0	0	2536
20	0	0	0	0	2666
21	0	0	0	0	2631
22	0	0	0	0	2771
23	0	0	0	0	2926
24	0	0	0	0	2557
25	0	0	0	0	2589
26	0	0	0	0	2420
27	1	0	0	0	2721
28	0	0	0	0	381

# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007225\BI NS\B2022-08.CSV



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1	8/1/2022	14	27	14	6	16	75	319	549	437	362	137	30	10	1	2	0
2	8/2/2022	23	39	18	12	27	124	395	672	535	378	151	30	5	3	0	0
3	8/3/2022	30	39	29	18	29	116	458	615	482	398	145	44	4	1	0	2
4	8/4/2022	19	35	22	17	33	111	417	702	530	418	192	33	4	3	1	0
5	8/5/2022	23	33	17	10	17	99	390	672	497	418	207	46	9	1	0	1
6	8/6/2022	13	30	15	11	19	64	312	591	456	383	151	49	9	2	0	1
7	8/7/2022	16	27	18	18	15	70	252	466	429	306	142	38	13	2	2	0
8	8/8/2022	24	20	15	30	36	136	369	640	429	338	126	40	8	3	0	0
9	8/9/2022	17	23	22	20	24	85	355	588	514	397	146	33	5	2	0	0
10	8/10/2022	52	45	25	20	37	112	404	655	485	358	159	38	11	0	0	0
11	8/11/2022	28	24	22	18	31	122	438	715	464	388	142	38	8	2	0	1
12	8/12/2022	14	20	25	5	20	98	380	654	551	373	178	39	4	0	1	0
13	8/13/2022	14	30	18	7	17	107	313	576	441	350	140	37	8	1	0	0
14	8/14/2022	14	15	14	13	22	74	272	495	378	308	109	28	7	0	0	0
15	8/15/2022	14	28	23	17	31	91	331	598	497	407	145	34	7	3	2	0
16	8/16/2022	21	28	10	17	27	93	361	628	516	395	150	36	3	4	0	0
17	8/17/2022	14	27	20	14	22	91	330	556	434	337	127	29	9	0	0	0
18	8/18/2022	23	31	23	16	24	78	345	613	528	388	170	35	6	0	1	0
19	8/19/2022	29	35	22	23	26	83	320	611	507	423	154	59	7	1	0	0
20	8/20/2022	13	25	23	22	13	89	279	537	482	322	121	33	5	0	0	0
21	8/21/2022	12	22	25	13	17	81	278	482	446	312	160	40	7	4	0	0
22	8/22/2022	8	19	11	8	15	62	159	243	179	129	61	15	1	1	0	0

Main Street - August Speed Data



	95..99	100..104	105..109	110..114	TOTAL
1	0	0	0	0	1999
2	0	0	0	2	2414
3	1	2	0	0	2413
4	0	0	0	1	2538
5	0	0	0	0	2440
6	0	0	0	0	2106
7	0	0	0	0	1814
8	1	0	1	0	2216
9	0	0	0	0	2231
10	0	0	0	0	2401
11	0	0	0	0	2442
12	0	0	0	0	2363
13	0	0	0	0	2059
14	0	0	0	0	1749
15	0	1	0	0	2229
16	1	0	0	1	2291
17	0	0	0	0	2010
18	0	0	1	0	2282
19	0	0	0	0	2300
20	0	0	0	0	1964
21	0	0	0	0	1899
22	0	0	0	0	911

# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-06.CSV



	DATE	15..19	20..24	25..29	30..34	35..39	40..44	45..49	50..54	55..59	60..64	65..69	70..74	75..79	80..84	85..89	90..94
1	6/1/2022	337	117	82	78	43	64	161	284	295	421	374	215	89	51	12	3
2	6/2/2022	370	125	88	91	38	69	177	317	331	444	384	259	105	38	9	0
3	6/3/2022	373	143	105	102	57	78	209	325	329	471	378	228	84	41	6	2
4	6/4/2022	380	94	104	81	41	98	247	333	395	436	331	181	70	20	7	0
5	6/5/2022	293	69	61	44	24	74	136	280	277	368	255	153	61	23	5	0
6	6/6/2022	347	113	99	63	44	55	185	271	254	418	374	238	67	38	8	5
7	6/7/2022	371	129	107	94	54	114	249	318	295	423	324	205	67	44	11	4
8	6/8/2022	329	122	80	92	62	91	195	326	352	387	333	218	85	34	15	0
9	6/9/2022	273	109	73	59	38	81	184	312	337	422	307	173	65	28	8	4
10	6/10/2022	381	131	79	62	57	77	184	329	354	455	434	273	88	48	8	4
11	6/11/2022	320	117	76	69	52	90	213	335	394	429	365	198	67	31	12	1
12	6/12/2022	294	115	75	67	49	87	191	302	292	393	277	140	56	26	10	0
13	6/13/2022	308	95	83	64	45	75	163	289	295	396	309	169	76	22	5	4
14	6/14/2022	296	116	70	58	52	79	172	271	313	391	287	162	57	24	8	1
15	6/15/2022	339	138	86	69	61	78	192	343	335	447	355	225	99	47	12	2
16	6/16/2022	361	153	103	76	42	89	209	327	335	471	398	239	87	46	15	3
17	6/17/2022	335	135	80	69	38	86	199	348	322	466	364	198	79	38	3	2
18	6/18/2022	312	99	67	71	48	107	175	336	325	398	331	227	77	28	15	1
19	6/19/2022	321	111	81	67	42	94	235	306	329	394	300	160	59	29	6	0
20	6/20/2022	344	93	79	63	50	75	211	306	339	438	365	193	64	37	8	1
21	6/21/2022	305	136	86	72	42	79	179	305	339	445	345	194	61	35	6	1
22	6/22/2022	360	135	85	77	50	86	190	328	338	425	352	220	74	35	15	1
23	6/23/2022	370	147	96	90	47	95	209	320	344	454	384	239	83	35	11	2
24	6/24/2022	277	137	61	57	45	63	176	313	331	479	334	174	70	32	6	2
25	6/25/2022	310	108	67	62	37	92	226	337	362	400	327	153	57	35	12	4
26	6/26/2022	284	107	56	68	40	92	188	303	322	400	294	180	53	26	6	1
27	6/27/2022	340	144	78	77	49	79	212	325	339	420	364	176	79	28	7	3
28	6/28/2022	40	9	15	13	3	8	19	41	40	68	57	36	16	9	3	4

Main Street - June Speed Data

	95..99	100..104	105..109	110..114	TOTAL
1	2	0	0	0	2628
2	1	0	0	1	2847
3	1	0	0	0	2932
4	1	0	0	0	2819
5	0	1	0	0	2124
6	1	1	0	0	2581
7	0	0	0	0	2809
8	0	0	1	0	2722
9	0	0	1	0	2474
10	0	0	0	0	2964
11	1	0	0	0	2770
12	0	0	2	0	2376
13	0	0	0	0	2398
14	0	0	0	1	2358
15	1	0	0	0	2829
16	2	0	0	0	2956
17	0	0	0	0	2762
18	1	0	0	0	2618
19	0	2	0	0	2536
20	0	0	0	0	2666
21	0	0	0	0	2631
22	0	0	0	0	2771
23	0	0	0	0	2926
24	0	0	0	0	2557
25	0	0	0	0	2589
26	0	0	0	0	2420
27	1	0	0	0	2721
28	0	0	0	0	381

TOWN OF MAHONE BAY

# MAIN STREET AT EDGEWATER STREET INTERSECTION RECONFIGURATION CONCEPT DESIGN REPORT

231-00016

MARCH 27, 2023





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## APPENDIX

A	CONCEPT DESIGN OPTIONS
B	INTERSECTION CAPACITY ANALYSIS

# 1 INTRODUCTION

## 1.1 OVERVIEW OF THE PROJECT

The Town of Mahone Bay is a picturesque community along the south shore of Nova Scotia that is known for its three historic churches. The Town is home to 1,064 residents (2021 Census) but sees many more as tourists each year.

Centrally located within the downtown of Mahone Bay lies the three-legged intersection of Edgewater Street at Main Street (NS Highway 3 at Highway 325, See Figure to right). The intersection lies at the heart of the Town but includes non-standard lane alignments and control that is confusing to visitors and drivers who are less familiar with the intersection and creates a barrier for pedestrians. The intersection is effectively triangular with all three roadways continuing as two-way roads around a central island. Within this central island lies the Town's War Monument. In addition to the complicated road geometry and traffic control for vehicles, the intersection and its approach roads do not include separate facilities for bicyclists and lacks some pedestrian infrastructure at key locations.



The below figure shows:

**A:** a vehicle parked within the designated painted pedestrian route

**B:** a family crossing from area A to the north side of the intersection. The crossing location is not a marked crosswalk and lacks pedestrian infrastructure.



Source: Google Streetview

The Town of Mahone Bay has retained WSP to prepare functional design plans for the reconfiguration of Main Street at Edgewater Street. This reconfiguration is intended to not only improve driver understanding via applying a more typical intersection alignment but also improving accommodation for pedestrians and bicyclists in the area. A Functional Plan is a visionary conceptual design of an intersection and adjacent road network that confirms operational requirements and general configuration of proposed changes.

This is the Concept Design Report that presents and summarizes the three (3) concept design options prepared for the study area for review by the Town of Mahone Bay to determine which two options will proceed to functional design stage.



## 1.2 EXISTING CONDITIONS REPORT

WSP submitted the Existing Conditions Report for this project on February 27, 2022, for review. The Existing Conditions Report (See Appendix C) provided in-depth information regarding the historical context, existing data, existing planning framework, existing land use, existing condition information and discussion on opportunity areas with next steps.

### 1.2.1 DESIGN HOURLY TRAFFIC VOLUMES

The Existing Conditions Report (See Appendix C) included the collection of January 2023 counts of automobiles, heavy vehicles, pedestrians, and bicyclists at the intersection as well as a review of historical traffic volumes in the area to provide an estimate of the Design Hourly Volumes (DHVs) for the Main Street at Edgewater Street intersection (DHVs are summarized in Figure 1). These DHVs have been used for the traffic analysis prepared and summarized in Section 2.2 of this Concept Design Report.

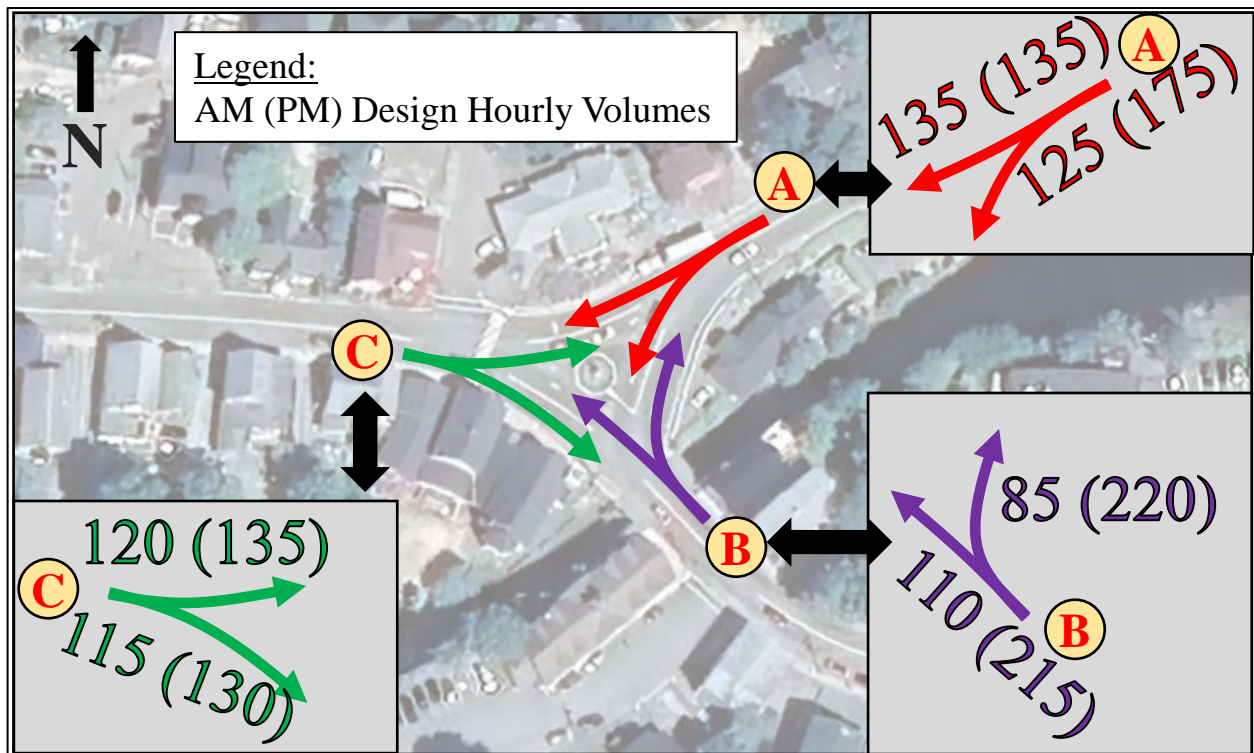


Figure 1 – AM and PM Design Hourly Volumes



## 2 CONCEPT DESIGN OPTIONS

### 2.1 CONCEPT DESIGN DESCRIPTIONS

Concept design options have been prepared for the reconfiguration of the intersection. Each option includes added sidewalk and crosswalks through the area and each accommodates a large tractor trailer (WB-20) design vehicle for all movements at the intersection. The concept designs selected for further analysis and evaluation are described below. To-scale 11x17 sketches of each option are provided in Appendix A.

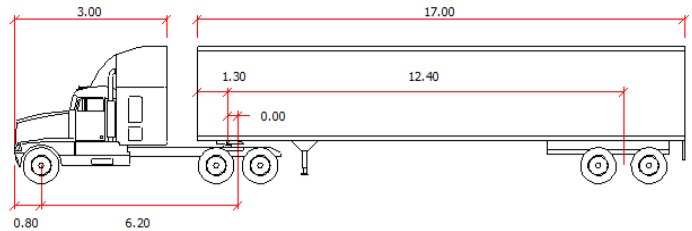


Figure 2 – WB-20 Design Vehicle

#### 2.1.1 CONCEPT OPTION 1 – ROUNDABOUT INTERSECTION

Reconfiguration of the intersection as a roundabout has been considered. This option would include a single lane roundabout with yield control at each approach (See Figure 3).

This configuration is expected to reduce intersection delays and include standard lane geometry that is more familiar to visitors to the Town than the existing intersection. The roundabout includes pedestrian infrastructure at key locations including added sidewalk through the area, and a marked crosswalk at each leg of the intersection.

This concept will require bridge widening and some property acquisition, particularly impacting the Cavalry Temple, Northern Sun, and Old Station Properties, but is not expected to require building demolition. More information is shown in the Concept 1 drawing in Appendix A. Further investigation to the feasibility of the geometry and impacts to building access points would be required during subsequent stages of design.



Figure 3 – Concept Option 1 - Roundabout Intersection

### 2.1.2 CONCEPT OPTION 2 – MAIN STREET T-INTERSECTION

Reconfiguration of the intersection as a standard T-intersection has been considered. This option would include STOP control on northbound Main Street and free flow for traffic entering from Edgewater Street and eastbound Main Street (See Figure 4). This connection includes standard intersection control that is more familiar to visiting drivers than the existing intersection. The concept includes pedestrian infrastructure at key locations including added sidewalk through the area and an added marked crosswalk at the south approach.

More information is shown in the Concept 2/2A drawing in Appendix A.

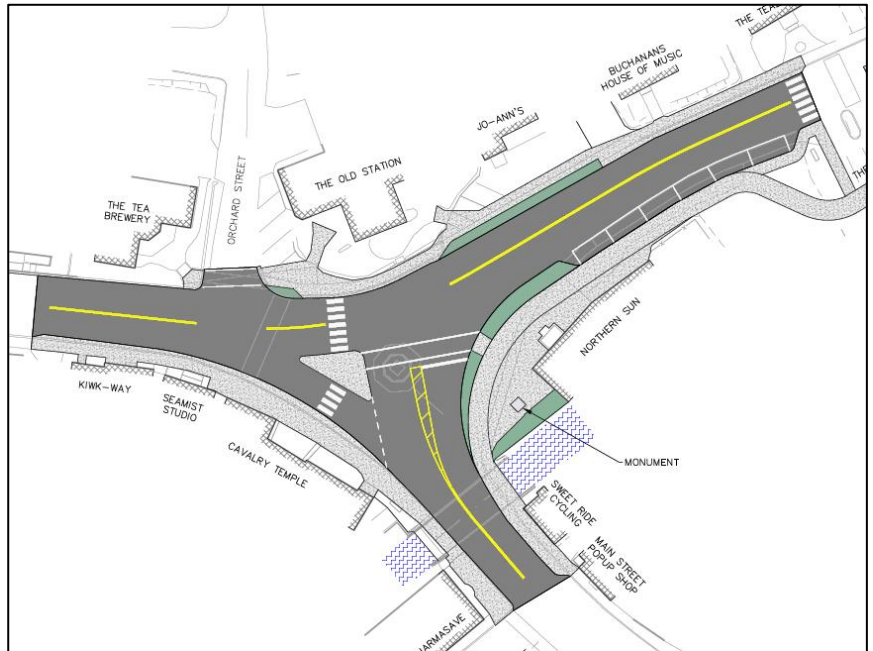


Figure 4 – Concept Option 2 - Main Street T-Intersection

### 2.1.3 CONCEPT OPTION 2A – ALL-WAY STOP INTERSECTION

Reconfiguration of the intersection as an All-Way STOP controlled intersection has been considered. This option would include STOP control on each approach (See Figure 4). This connection includes standard intersection control that is more familiar to visiting drivers than the existing intersection. The concept includes pedestrian infrastructure at key locations including added sidewalk through the area and marked crosswalks crossing each approach.

More information is shown in the Concept 2/2A drawing in Appendix A.

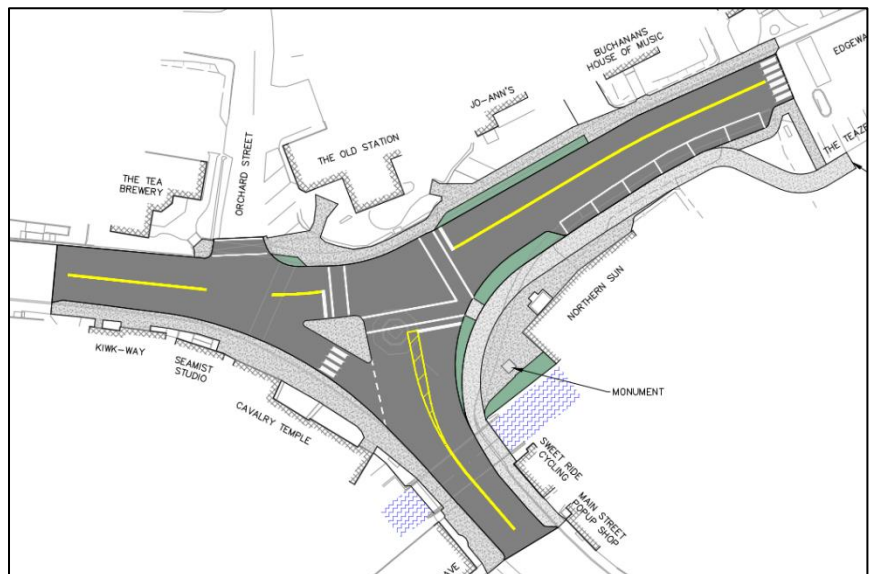


Figure 5 – Concept Option 2A – All-Way STOP Intersection

### 2.1.4 OPTION 3 – EDGEWATER STREET T-INTERSECTION

Reconfiguration of the intersection as a standard T-intersection has been considered. This option would include STOP control on Edgewater Street (See Figure 5). The traffic movements in this concept are the most similar to the existing conditions, with improvements to signage, alignment, and pavement markings that are more familiar to visitors than the existing intersection. The concept includes pedestrian infrastructure at key locations including added sidewalk through the area and an added marked crosswalk at the north (Edgewater Street) approach.

More information is shown in the Concept 3 drawing in Appendix A.

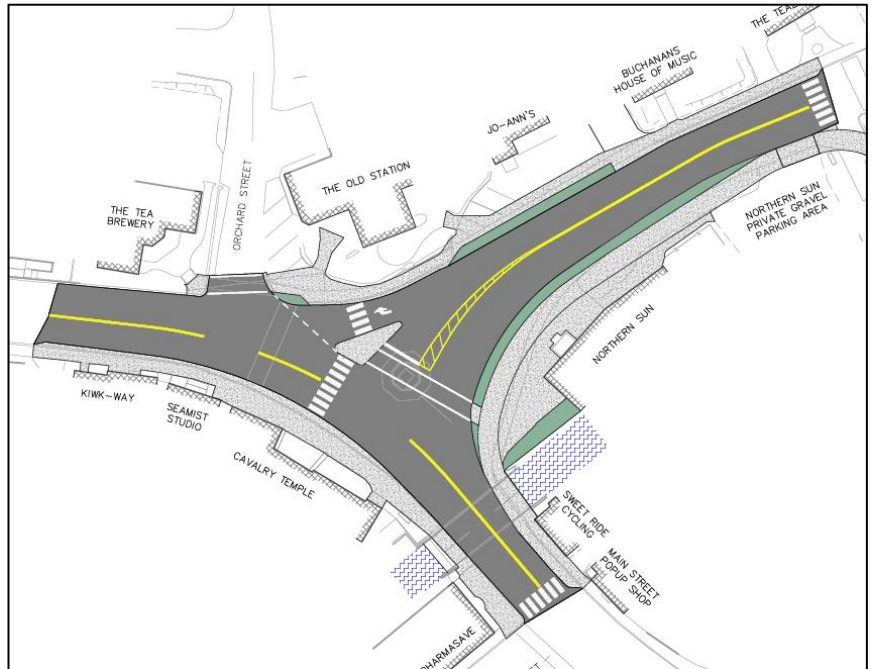




Figure 6 – Concept Option 3 - Edgewater Street T-Intersection

## 2.2 TRAFFIC OPERATIONS

### 2.2.1 OPTION 1 – ROUNDABOUT INTERSECTION

An intersection Level of Service (LOS) analysis was completed to estimate how the proposed roundabout is expected to operate during future conditions. *Sidra Intersections 6.1* software has been used for performance evaluation of Concept Option 1 based on future AM and PM design hourly volumes (DHV) as shown in Table 1.



Table 1 - Intersection LOS Summary - Option 1

LOS Criteria	Control Delay (sec/veh), Level of Service (LOS), v/c Ratio, and 95 <sup>th</sup> %ile Queue (m) by Intersection Movement						Overall Intersection		
	Main Street		Edgewater Street		Main Street				
	EB-L	EB-R	WB-L	WB-R	NB-L	NB-R	Delay	LOS	Control
AM Peak Hour - DHVs (Page B-1)									
Delay	9.2	4.0	8.0	5.1	9.4	5.1	6.6	A	
LOS	A	A	A	A	A	A			
v/c	0.21	0.21	0.22	0.22	0.22	0.22			
Queue	9.2	9.2	10.3	10.3	9.5	9.5			
PM Peak Hour - DHVs (Page B-1)									
Delay	1.0	0.4	0.5	0.9	10.0	5.8	7.4	A	
LOS	A	A	A	A	B	A			
v/c	0.25	0.25	0.31	0.31	0.50	0.50			
Queue	12.0	12.0	15.0	15.0	30.0	30.0			

### 2.2.2 OPTION 2 – MAIN STREET T-INTERSECTION

An intersection Level of Service (LOS) analysis was completed to estimate how the STOP controlled intersection is expected to operate during future conditions. *Synchro 11* software has been used for performance evaluation of the intersection based on future AM and PM design hourly volumes (DHV) as shown in Table 2.



**Table 2 - Intersection LOS Summary - Option 2**

LOS Criteria	Control Delay (sec/veh), Level of Service (LOS), v/c Ratio, and 95 <sup>th</sup> %ile Queue (m) by Intersection Movement				Overall Intersection		
	Main Street		Edgewater Street	Main Street	Delay	LOS	Control
	EB-T	EB-R	WB-LT	NB-LR			
AM Peak Hour - DHVs (Page B-2)							
Delay	0.0	0.0	4.2	16.1	6.2	A	
LOS	-	-	A	C			
v/c	0.08	0.08	0.10	0.42			
Queue	0.0	0.0	2.8	16.2			
PM Peak Hour - DHVs (Page B-3)							
Delay	0.0	0.0	5.2	119.0	52.9	B	
LOS	-	-	A	F			
v/c	0.09	0.08	0.14	1.14			
Queue	0.0	0.0	4.0	139.5			

### 2.2.3 OPTION 2A – MAIN STREET T-INTERSECTION – ALL-WAY STOP

An intersection Level of Service (LOS) analysis was completed to estimate how the All-Way STOP controlled intersection is expected to operate during future conditions. *Synchro 11* software has been used for performance evaluation of the intersection based on future AM and PM design hourly volumes (DHV) as shown in Table 3.



**Table 3 - Intersection LOS Summary - Option 2A**

LOS Criteria	Control Delay (sec/veh), Level of Service (LOS), v/c Ratio, and 95 <sup>th</sup> %ile Queue (m) by Intersection Movement				Overall Intersection		
	Main Street		Edgewater Street	Main Street			
	EB-T	EB-R	WB-LT	NB-LR	Delay	LOS	Control
AM Peak Hour - DHVs (Page B-4)							
Delay	9.7	8.8	12.2	10.9	10.9	B	
LOS	A	A	B	B			
v/c	0.21	0.19	0.44	0.33			
Queue	0.8	0.7	2.2	1.4			
PM Peak Hour - DHVs (Page B-5)							
Delay	11.6	10.2	16.6	21.0	17.0	C	
LOS	B	B	C	C			
v/c	0.26	0.23	0.56	0.71			
Queue	1.1	0.9	3.5	6.0			

## 2.2.4 OPTION 3 – EDGEWATER STREET T-INTERSECTION

An intersection Level of Service (LOS) analysis was completed to estimate how the STOP controlled intersection is expected to operate during future conditions. *Synchro 11* software has been used for performance evaluation of the intersection based on future AM and PM design hourly volumes (DHV) as shown in Table 4.







**Table 4 - Intersection LOS Summary - Option 3**

LOS Criteria	Control Delay (sec/veh), Level of Service (LOS), v/c Ratio, and 95 <sup>th</sup> %ile Queue (m) by Intersection Movement			Overall Intersection		
	Main Street	Edgewater Street	Main Street	Delay	LOS	Control
	EB-LT	SB-LR	WB-TR			
AM Peak Hour - DHVs (Page B-6)						
Delay	4.5	14.0	0.0	6.8	A	
LOS	A	B	-			
v/c	0.10	0.35	0.13			
Queue	2.7	12.8	0.0			
PM Peak Hour - DHVs (Page B-7)						
Delay	5.4	55.2	0.0	18.4	B	
LOS	A	F	-			
v/c	0.15	0.89	0.28			
Queue	4.1	70.7	0.0			

## 2.2.5 SIMTRAFFIC RESULTS – OPTIONS 2, 2A, AND 3

While Synchro is used to determine macro level delays and LOS at intersections, SimTraffic is a microscopic model that simulates real world conditions. Each vehicle in a traffic system is individually tracked through a SimTraffic model and comprehensive measures of effectiveness are collected on every vehicle during each 0.1 second of the simulation. SimTraffic Analysis has been completed for ten 1-hour simulation runs for Concept Options 2, 2A, and 3 with the AM and PM design hourly traffic volumes to review the Synchro delay and queuing results at the intersection. The SimTraffic results are summarized in Table 5 and indicate that the intersection is expected to operate with LOS C or better at each movement for Options 2, 2A, and 3. The SimTraffic results are expected to provide a more realistic estimate of the traffic operations of the intersection with each Option and these results have been carried forward for evaluation of the concepts.

**Table 5 – SimTraffic Results – Options 2, 2A, and 3**









LOS Criteria	Control Delay (sec/veh), Level of Service (LOS), v/c Ratio, and 95 <sup>th</sup> %ile Queue (m) by Intersection Movement						Overall Intersection		
	Option 2								
	Main Street		Edgewater Street		Main Street				
	EB-T	EB-R	WB-L	WB-T	NB-L	NB-R	Delay	LOS	Control
AM Peak Hour - DHVs (Page B-8)									
Delay	2.1	5.7	3.2	1.9	9.2	5.2	4.4	A	
LOS	A	A	A	A	A	A			
Queue	7.7	23.0	14.4	14.4	26.8	26.8			
PM Peak Hour - DHVs (Page B-8)									
Delay	2.0	6.5	3.9	2.5	21.0	16.0	10.1	B	
LOS	A	A	A	A	C	C			
Queue	4.3	10.5	21.9	21.9	68.9	68.9			
LOS Criteria	Option 2A						Overall Intersection		
	Main Street		Edgewater Street		Main Street				
	EB-T	EB-R	WB-L	WB-T	NB-L	NB-R			
	EB-T	EB-R	WB-L	WB-T	NB-L	NB-R	Delay	LOS	Control
AM Peak Hour - DHVs (Page B-9)									
Delay	8.3	6.1	7.1	8.3	6.4	4.3	6.9	A	
LOS	A	A	A	A	A	A			
Queue	19.4	22.8	26.5	26.5	23.0	23.0			
PM Peak Hour - DHVs (Page B-9)									
Delay	9.2	6.9	9.4	10.1	12.8	9.4	9.9	A	
LOS	A	A	A	B	B	A			
Queue	19.4	12.8	33.9	33.9	45.0	45.0			
LOS Criteria	Option 3						Overall Intersection		
	Main Street		Edgewater Street		Main Street				
	EB-L	EB-T	SB-L	SB-R	WB-T	WB-R			
	EB-L	EB-T	SB-L	SB-R	WB-T	WB-R	Delay	LOS	Control
AM Peak Hour - DHVs (Page B-10)									
Delay	5.2	1.9	11.0	8.1	1.5	0.8	5.2	A	
LOS	A	A	B	A	A	A			
Queue	18.4	18.4	29.4	18.2	1.2	1.2			
PM Peak Hour - DHVs (Page B-10)									
Delay	7.4	3.9	22.9	9.9	3.4	2.2	7.9	A	
LOS	A	A	C	A	A	A			
Queue	28.6	28.6	54.6	29.0	20.6	20.6			



## 2.2.6 COMPARISON SUMMARY

The intersection operations analysis for Design Concepts 1 to 3 are summarized in Table 5 for comparison. The summary indicates that the intersection is expected to have similar overall delay with the selection of each option, however option 1 with the roundabout and option 2A with the All-Way STOP are expected to provide more balanced delay and queueing across the three approaches.

**Table 6 – Operations Comparison for the Four Options**

Design Concept	Criteria				
	Delay	LOS	Max Delay	Max 95%Queue	Control
AM Peak Hour - DHVs					
Option 1	6.6	A	9.4 (NBL)	10.3 (WB)	
Option 2	4.4	A	9.2 (NBL)	26.8 (NB)	
Option 2A	6.9	A	8.3 (EBT, WBT)	26.5 (WB)	
Option 3	5.2	A	11.0 (SBL)	29.4 (SBL)	
PM Peak Hour - DHVs					
Option 1	7.4	A	10.0 (NBL)	30.0 (NB)	
Option 2	10.1	B	21.0 (NBL)	68.9 (NB)	
Option 2A	9.9	A	12.8 (NBL)	45.0 (NB)	
Option 3	7.9	A	22.9 (SBL)	54.6 (SBL)	

## 2.3 HEAVY VEHICLES

Heavy vehicle movements were analyzed for each option to ensure each of the concepts can accommodate all movements for a WB-20 design vehicle.

## 2.4 ACTIVE TRANSPORTATION

All three concept design options propose the construction of pedestrian facilities (sidewalk and crosswalks) to provide improved connections through this area. Due to the size of the circle required in Option 1 (roundabout), there is less space remaining for sidewalk around the intersection than for the other options. A sidewalk width of 1.6m is noted along the northern edge of the roundabout near The Old Station.

Each of the designs show different pedestrian facility connections to the existing trail running along Edgewater Street east of the intersection as well as parking variations; these variations are largely interchangeable between designs. For example, the on-street parking shown in Option 2 (Figure 4) could also be included in Option 3.

The intersection reconfiguration for each option provides standard intersection geometry and control that is expected to provide improved understanding for bicyclists navigating through the area. Bicycle facilities can be considered during the subsequent functional design stage of this project, however, the property constraints may limit opportunities for bicycle lanes or other infrastructure.

With operation in mixed traffic, Options 1 and 2A would provide a more balanced speed between vehicles and bicycles.

## 2.5 EXISTING WAR MONUMENT

The Town's War Monument lies within the centre of the existing intersection configuration. Relocation of the War Monument is required for Options 2 and 3 and is recommended for Option 1 since pedestrian crossings to the centre of a roundabout (to reach the existing location of the Monument) are not recommended. Relocation of the War Monument to a more accessible location (potentially to the waterfront along Edgewater Street near the existing public parking) is recommended for each of the three identified options and will require consultation with the Legion.



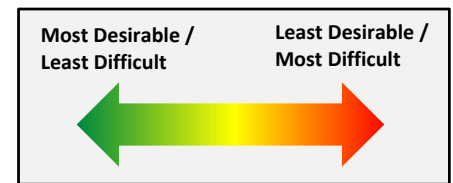
## 2.6 COST COMPARISON

A high-level cost comparison between the options finds that Option 1 is expected to be the most expensive option given the need for property acquisition, construction of a central island and roadway expansion to accommodate the roundabout circle, work on the water crossing structure, and potential modification to building access points. Options 2 and 3 are expected to be similar in construction cost as they each require construction of sidewalk, reconfiguration of the intersection, construction of a right turn channel island and other modifications to stormwater infrastructure, utility poles, etc.

Construction cost estimates will be prepared for the two options that are selected and advanced to the Functional Design stage of this project.

## 2.7 CONCEPT DESIGN EVALUATION

Evaluation criteria were developed to inform a comparative analysis of options. These criteria are described below and were applied to the two preferred concept design options. The evaluation criteria listed in Table 6 are in no particular order and have not been assigned relative weighting. They are intended to identify strengths and weaknesses of the options being evaluated.



**Table 7 – Options Evaluation Matrix**

Criteria		Option 1	Option 2	Option 2A	Option 3	Discussion
<b>Modal Operations</b>	<b>Pedestrian Operations/Accommodation</b>					Proposed sidewalk is similar in each option. Options 1 and 2A provide crossings of each approach with lower speed at each crossing due to the lower speeds for the roundabout and All-Way STOP. Option 2 and 3 provide crossings of two approaches.
	<b>Bicycle Operations/Accommodation</b>					Options 1 and 2A are expected to slow motorized vehicles at each approach due to the slower speeds at the roundabout and All-Way STOP. Options 2 and 3 include higher speed approaches that may be more challenging to bicyclists.
	<b>Vehicle Operations/Accommodation</b>					Analysis indicates the roundabout option will work well overall and at each individual approach. Options 2 and 3 are expected to be similar operationally where each has a STOP controlled approach with higher delay and queueing. All options accommodate heavy vehicles.
	<b>User Safety</b>					Safety at the roundabout intersection is expected to be better than the Options 2, 2A, and 3 intersections with its reduced speeds, limiting angled collisions, and reduced stopping and queueing. Option 3 has high speed conflicts between a right turn from Edgewater and a westbound through vehicle from Main Street.
<b>Other Considerations</b>	<b>Property Impacts</b>					The roundabout (Option 1) requires more property than Options 2, 2A, and 3. While the property impacts for Options 2, 2A, and 3 are similar.
	<b>Cost Considerations</b>					Construction of the roundabout and bridge widening in Option 1 will have higher cost than construction in Options 2, 2A, and 3. Cost for Options 2, 2A, and 3 are expected to be similar.
	<b>Construction Impacts</b>					Construction of the roundabout and bridge widening are expected to have major impacts to traffic flow during construction, likely to occur during the busier summer and fall periods. Lessened impacts are expected with Options 2, 2A, and 3.
	<b>Parking</b>					Parallel parking spaces can be accommodated for each option if desired.

## 2.8 RECOMMENDATION

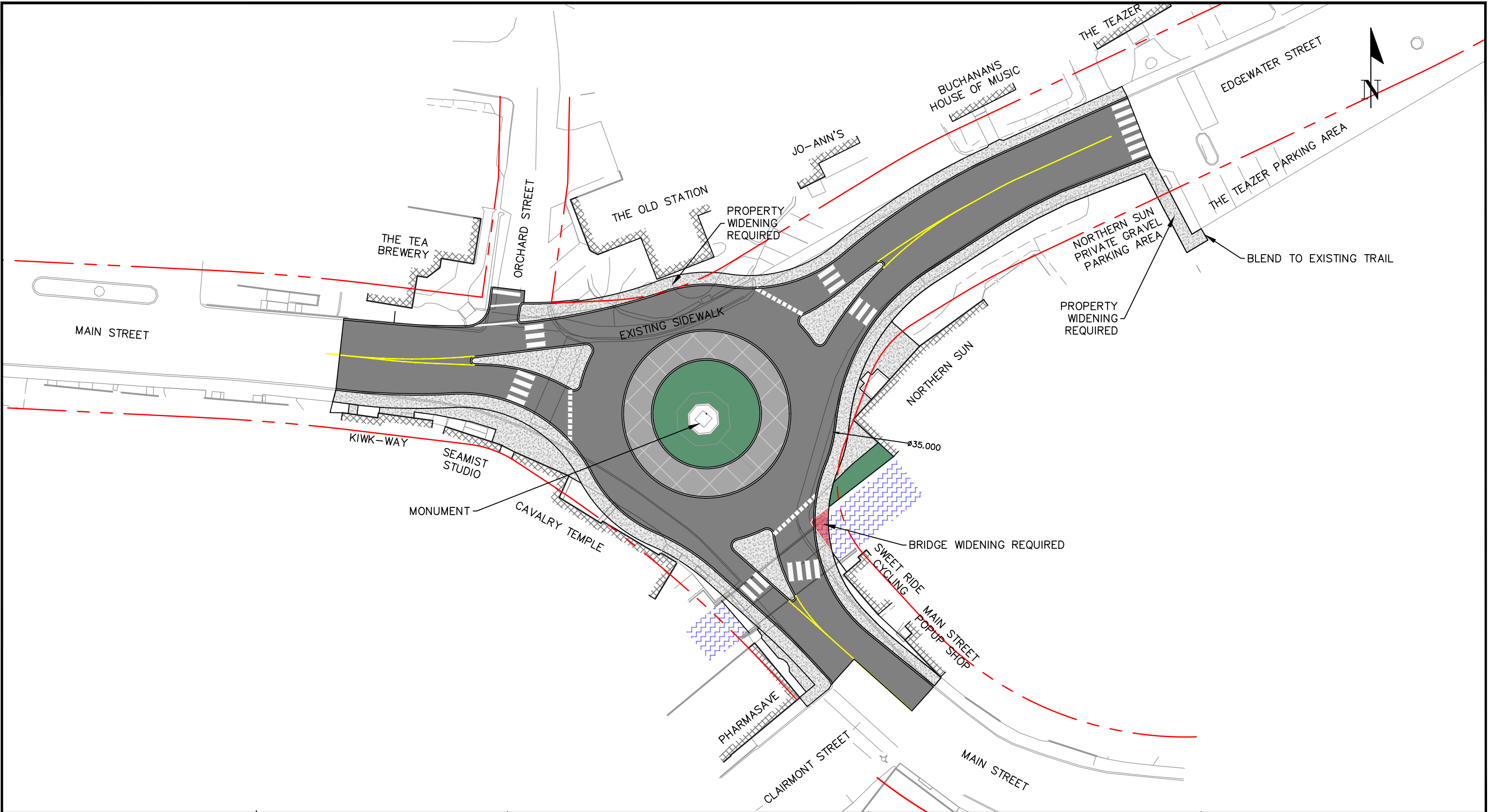
WSP recommends proceeding to the functional design phase of the project with **Option 2A (All-Way STOP Intersection)** and **Option 3 (Edgewater Street T-intersection)**. These options are expected to provide the best balance between user operations, safety, as well as other impacts.

# APPENDIX

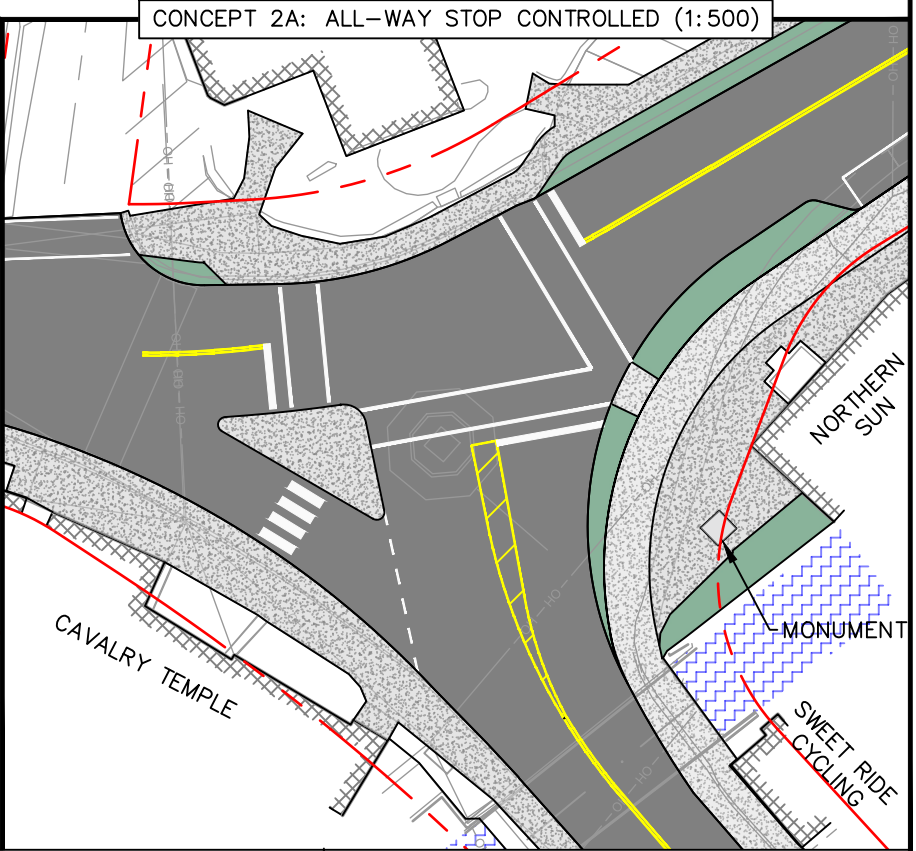
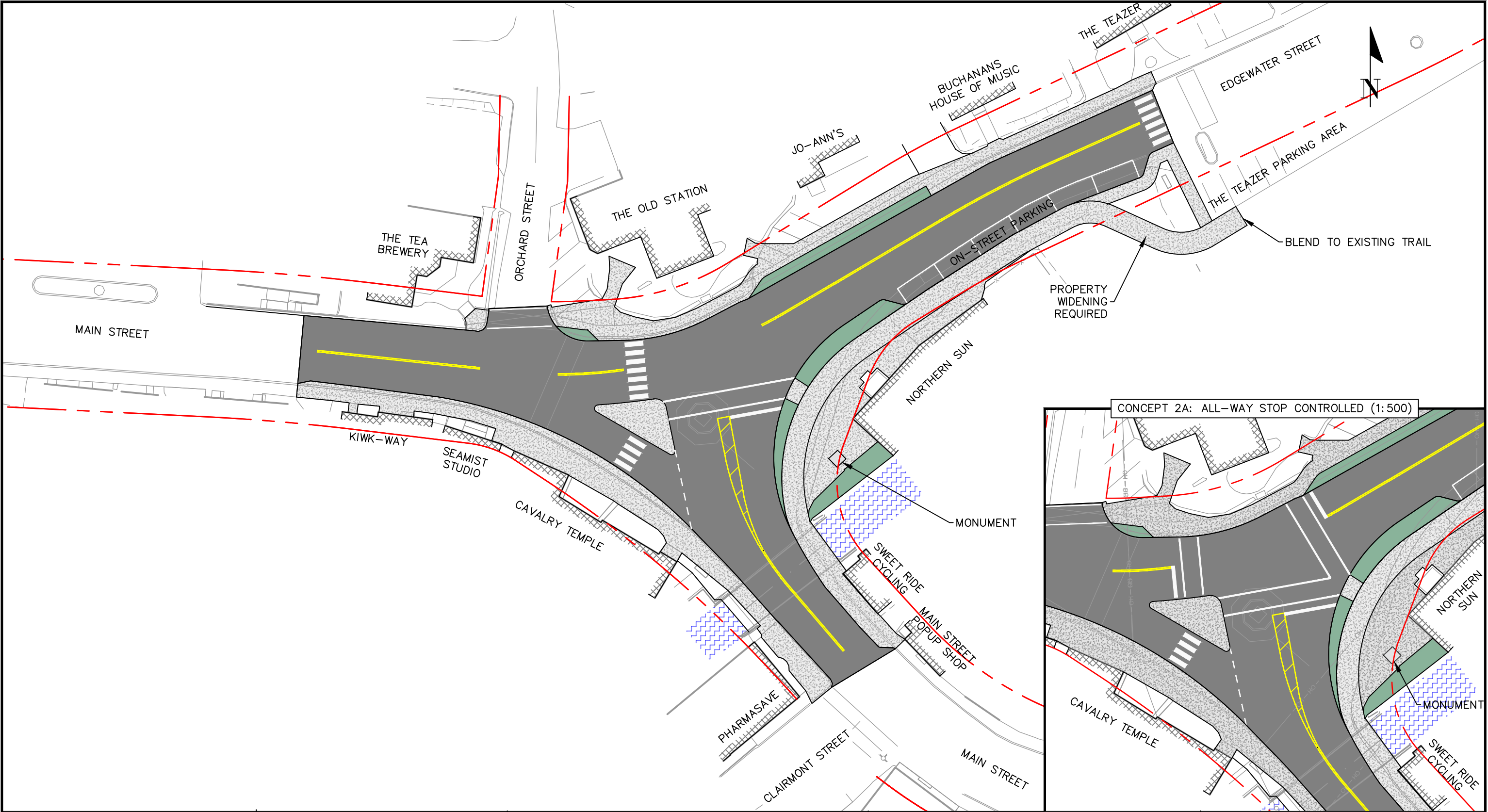
A

CONCEPT DESIGN OPTIONS



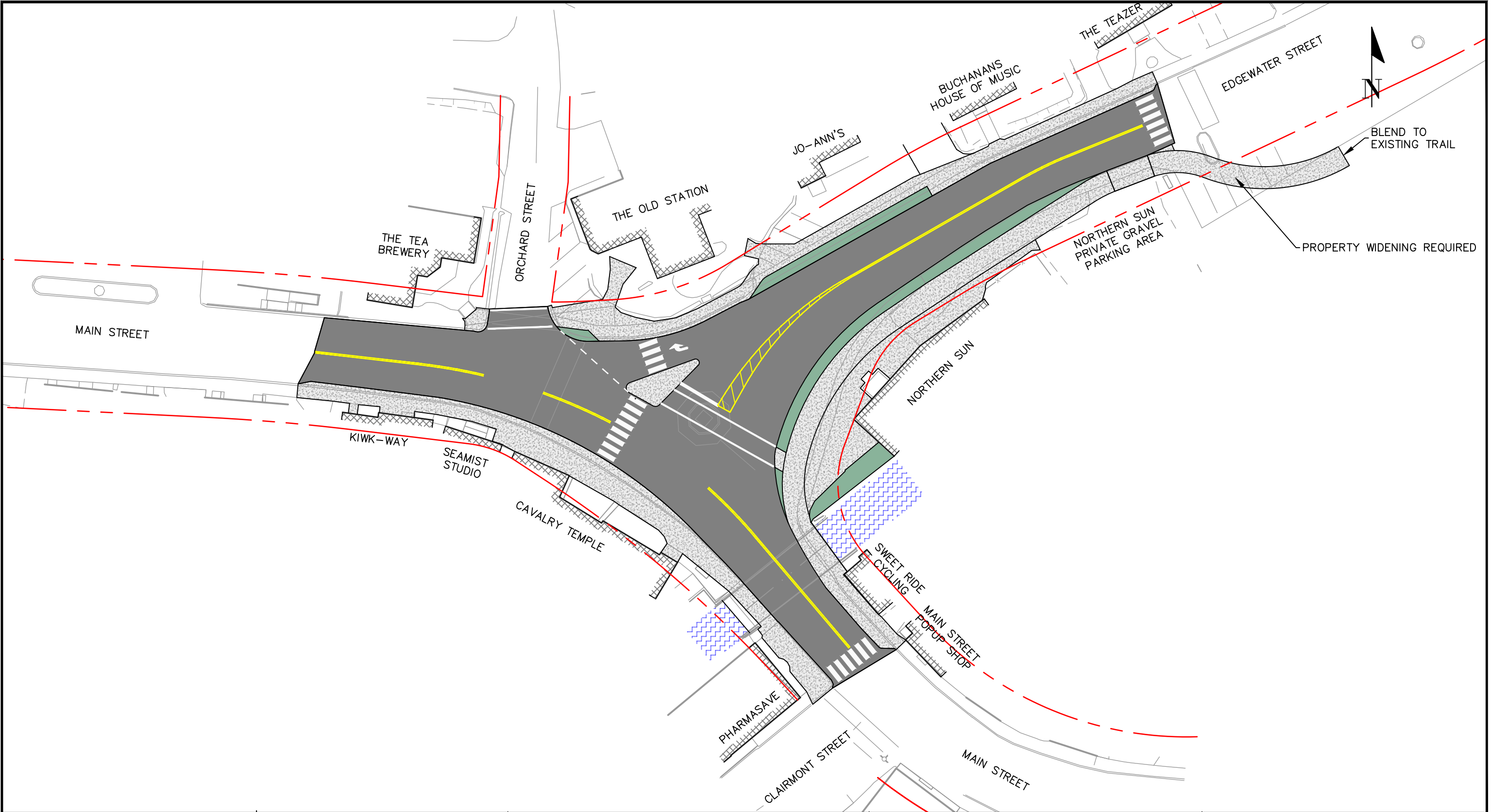


<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>MARCH 9, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 1 ROUNDAABOUT INTERSECTION</b></p>
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<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>MARCH 9, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 2 MAIN STREET T-INTERSECTION</b></p>
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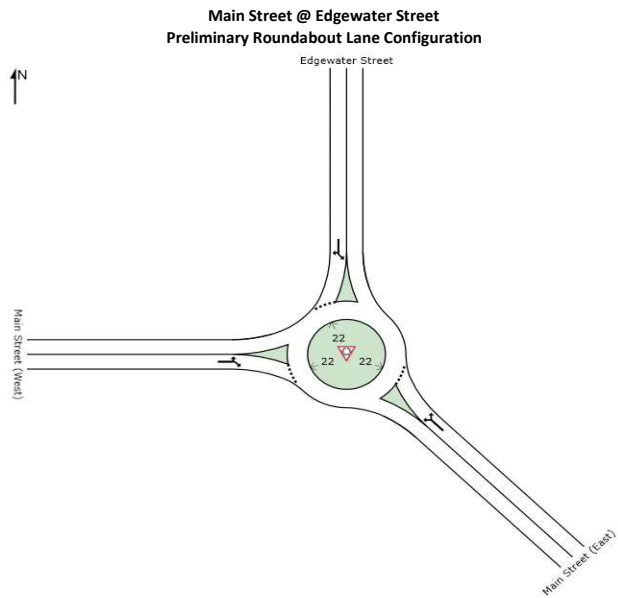
<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>MARCH 9, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 3 EDGEWATER STREET T-INTERSECTION</b></p>
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# APPENDIX

# B

## INTERSECTION CAPACITY ANALYSIS















	AM Peak Hour	PM Peak Hour
Average Delay (Seconds)	<p>Edgewater Street</p> <p>Main Street (West)</p> <p>Main Street (East)</p>	<p>Edgewater Street</p> <p>Main Street (West)</p> <p>Main Street (East)</p>
Volume-to-Capacity (V/C) Ratio	<p>Edgewater Street</p> <p>Main Street (West)</p> <p>Main Street (East)</p>	<p>Edgewater Street</p> <p>Main Street (West)</p> <p>Main Street (East)</p>
95th Percentile Queue Length (m)	<p>Edgewater Street</p> <p>Main Street (West)</p> <p>Main Street (East)</p>	<p>Edgewater Street</p> <p>Main Street (West)</p> <p>Main Street (East)</p>



# Appendix B - Intersection Performance Analysis

## 1: Main Street & Edgewater Street











Page B-2  
AM Design Hourly Volumes

						
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Volume (veh/h)	125	125	135	145	115	95
Future Volume (Veh/h)	125	125	135	145	115	95
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	136	136	147	158	125	103
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume			136		588	136
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			136		588	136
tC, single (s)			4.2		6.5	6.2
tC, 2 stage (s)						
tF (s)			2.3		3.6	3.3
p0 queue free %			90		70	89
cM capacity (veh/h)			1412		414	913
Direction, Lane #	EB 1	EB 2	WB 1	NB 1		
Volume Total	136	136	305	228		
Volume Left	0	0	147	125		
Volume Right	0	136	0	103		
cSH	1700	1700	1412	549		
Volume to Capacity	0.08	0.08	0.10	0.42		
Queue Length 95th (m)	0.0	0.0	2.8	16.2		
Control Delay (s)	0.0	0.0	4.2	16.1		
Lane LOS			A	C		
Approach Delay (s)	0.0		4.2	16.1		
Approach LOS				C		
Intersection Summary						
Average Delay			6.2			
Intersection Capacity Utilization			43.9%		ICU Level of Service	
Analysis Period (min)			15		A	

# Appendix B - Intersection Performance Analysis

## 1: Main Street & Edgewater Street

Page B-3  
PM Design Hourly Volumes





								
Movement	EBT	EBR	WBL	WBT	NBL	NBR		
Lane Configurations								
Traffic Volume (veh/h)	135	130	175	135	215	220		
Future Volume (Veh/h)	135	130	175	135	215	220		
Sign Control	Free			Free	Stop			
Grade	0%			0%	0%			
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92		
Hourly flow rate (vph)	147	141	190	147	234	239		
Pedestrians	50			50	50			
Lane Width (m)	3.6			3.6	3.6			
Walking Speed (m/s)	1.2			1.2	1.2			
Percent Blockage	4			4	4			
Right turn flare (veh)								
Median type	None			None				
Median storage veh								
Upstream signal (m)								
pX, platoon unblocked								
vC, conflicting volume			197		774	247		
vC1, stage 1 conf vol								
vC2, stage 2 conf vol								
vCu, unblocked vol			197		774	247		
tC, single (s)			4.1		6.4	6.2		
tC, 2 stage (s)								
tF (s)			2.2		3.5	3.3		
p0 queue free %			86		19	67		
cM capacity (veh/h)			1318		288	727		
Direction, Lane #	EB 1	EB 2	WB 1	NB 1				
Volume Total	147	141	337	473				
Volume Left	0	0	190	234				
Volume Right	0	141	0	239				
cSH	1700	1700	1318	415				
Volume to Capacity	0.09	0.08	0.14	1.14				
Queue Length 95th (m)	0.0	0.0	4.0	139.5				
Control Delay (s)	0.0	0.0	5.2	119.0				
Lane LOS			A	F				
Approach Delay (s)	0.0		5.2	119.0				
Approach LOS				F				
Intersection Summary								
Average Delay			52.9					
Intersection Capacity Utilization			61.3%	ICU Level of Service	B			
Analysis Period (min)			15					

# Appendix B - Intersection Performance Analysis

## 1: Main Street & Edgewater Street

Page B-4  
AM Design Hourly Volumes

Intersection	
Intersection Delay, s/veh	10.9
Intersection LOS	B

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Vol, veh/h	125	125	135	145	115	95
Future Vol, veh/h	125	125	135	145	115	95
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	5	11	8	2	8	2
Mvmt Flow	136	136	147	158	125	103
Number of Lanes	1	1	0	1	1	0

Approach	EB	WB	NB
Opposing Approach	WB	EB	
Opposing Lanes	1	2	0
Conflicting Approach Left		NB	EB
Conflicting Lanes Left	0	1	2
Conflicting Approach Right	NB		WB
Conflicting Lanes Right	1	0	1
HCM Control Delay	9.3	12.2	10.9
HCM LOS	A	B	B





Lane	NBLn1	EBLn1	EBLn2	WBLn1
Vol Left, %	55%	0%	0%	48%
Vol Thru, %	0%	100%	0%	52%
Vol Right, %	45%	0%	100%	0%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	210	125	125	280
LT Vol	115	0	0	135
Through Vol	0	125	0	145
RT Vol	95	0	125	0
Lane Flow Rate	228	136	136	304
Geometry Grp	2	7	7	5
Degree of Util (X)	0.331	0.208	0.185	0.436
Departure Headway (Hd)	5.222	5.5	4.896	5.159
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	682	647	726	691
Service Time	3.301	3.282	2.678	3.236
HCM Lane V/C Ratio	0.334	0.21	0.187	0.44
HCM Control Delay	10.9	9.7	8.8	12.2
HCM Lane LOS	B	A	A	B
HCM 95th-tile Q	1.4	0.8	0.7	2.2

# Appendix B - Intersection Performance Analysis

## 1: Main Street & Edgewater Street

Page B-5  
PM Design Hourly Volumes

Intersection	
Intersection Delay, s/veh	17
Intersection LOS	C

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Vol, veh/h	135	130	175	135	215	220
Future Vol, veh/h	135	130	175	135	215	220
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	147	141	190	147	234	239
Number of Lanes	1	1	0	1	1	0











Approach	EB	WB	NB
Opposing Approach	WB	EB	
Opposing Lanes	1	2	0
Conflicting Approach Left		NB	EB
Conflicting Lanes Left	0	1	2
Conflicting Approach Right	NB		WB
Conflicting Lanes Right	1	0	1
HCM Control Delay	10.9	16.6	21
HCM LOS	B	C	C

Lane	NBLn1	EBLn1	EBLn2	WBLn1
Vol Left, %	49%	0%	0%	56%
Vol Thru, %	0%	100%	0%	44%
Vol Right, %	51%	0%	100%	0%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	435	135	130	310
LT Vol	215	0	0	175
Through Vol	0	135	0	135
RT Vol	220	0	130	0
Lane Flow Rate	473	147	141	337
Geometry Grp	2	7	7	5
Degree of Util (X)	0.714	0.264	0.226	0.562
Departure Headway (Hd)	5.435	6.478	5.764	6.001
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	662	552	619	600
Service Time	3.488	4.246	3.531	4.06
HCM Lane V/C Ratio	0.715	0.266	0.228	0.562
HCM Control Delay	21	11.6	10.2	16.6
HCM Lane LOS	C	B	B	C
HCM 95th-tile Q	6	1.1	0.9	3.5

# Appendix B - Intersection Performance Analysis

## 1: Main Street & Edgewater Street

Page B-6  
AM Design Hourly Volumes





						
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Volume (veh/h)	125	125	115	95	135	145
Future Volume (Veh/h)	125	125	115	95	135	145
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	136	136	125	103	147	158
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						2
Median type		None	None			
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	228				584	176
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	228				584	176
tC, single (s)	4.1				6.5	6.2
tC, 2 stage (s)						
tF (s)	2.2				3.6	3.3
p0 queue free %	90				65	82
cM capacity (veh/h)	1323				416	867
Direction, Lane #	EB 1	WB 1	SB 1			
Volume Total	272	228	305			
Volume Left	136	0	147			
Volume Right	0	103	158			
cSH	1323	1700	863			
Volume to Capacity	0.10	0.13	0.35			
Queue Length 95th (m)	2.7	0.0	12.8			
Control Delay (s)	4.5	0.0	14.0			
Lane LOS	A		B			
Approach Delay (s)	4.5	0.0	14.0			
Approach LOS			B			
Intersection Summary						
Average Delay			6.8			
Intersection Capacity Utilization		42.8%		ICU Level of Service		A
Analysis Period (min)		15				

# Appendix B - Intersection Performance Analysis

## 1: Main Street & Edgewater Street

Page B-7  
PM Design Hourly Volumes



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Volume (veh/h)	135	130	215	220	175	135
Future Volume (Veh/h)	135	130	215	220	175	135
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	147	141	234	239	190	147
Pedestrians		50	50		50	
Lane Width (m)		3.6	3.6		3.6	
Walking Speed (m/s)		1.2	1.2		1.2	
Percent Blockage		4	4		4	
Right turn flare (veh)						2
Median type		None	None			
Median storage veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	523				888	454
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	523				888	454
tC, single (s)	4.1				6.4	6.2
tC, 2 stage (s)						
tF (s)	2.2				3.5	3.3
p0 queue free %	85				23	74
cM capacity (veh/h)	1000				246	557
Direction, Lane #	EB 1	WB 1	SB 1			
Volume Total	288	473	337			
Volume Left	147	0	190			
Volume Right	0	239	147			
cSH	1000	1700	381			
Volume to Capacity	0.15	0.28	0.89			
Queue Length 95th (m)	4.1	0.0	70.7			
Control Delay (s)	5.4	0.0	55.2			
Lane LOS	A		F			
Approach Delay (s)	5.4	0.0	55.2			
Approach LOS			F			
Intersection Summary						
Average Delay			18.4			
Intersection Capacity Utilization			63.7%	ICU Level of Service		B
Analysis Period (min)			15			

**AM Design Hourly Volumes – Option 2****1: Main Street & Edgewater Street Performance by movement**

Movement	EBT	EBR	WBL	WBT	NBL	NBR	All
Denied Del/Veh (s)	0.5	3.8	0.3	0.3	0.2	0.2	0.9
Total Del/Veh (s)	1.6	1.9	2.9	1.6	9.0	5.0	3.5

**Intersection: 1: Main Street & Edgewater Street**

Movement	EB	EB	WB	NB
Directions Served	T	R	LT	LR
Maximum Queue (m)	15.0	21.6	20.1	33.9
Average Queue (m)	1.1	16.5	4.7	16.2
95th Queue (m)	7.7	23.0	14.4	26.8
Link Distance (m)	238.1		239.0	345.6
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)		15.0		
Storage Blk Time (%)	0	1		
Queuing Penalty (veh)	0	1		

**PM Design Hourly Volumes – Option 2****1: Main Street & Edgewater Street Performance by movement**

Movement	EBT	EBR	WBL	WBT	NBL	NBR	All
Denied Del/Veh (s)	0.5	3.8	0.3	0.3	0.4	0.4	0.8
Total Del/Veh (s)	1.5	2.7	3.6	2.2	20.6	15.6	9.3

Movement	EB	EB	WB	NB
Directions Served	T	R	LT	LR
Maximum Queue (m)	9.7	17.8	29.6	86.4
Average Queue (m)	0.5	1.8	9.3	37.0
95th Queue (m)	4.3	10.5	21.9	68.9
Link Distance (m)	238.1		239.0	345.6
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)		15.0		
Storage Blk Time (%)	0	0		
Queuing Penalty (veh)	0	0		



**AM Design Hourly Volumes – Option 2A****1: Main Street & Edgewater Street Performance by movement**

Movement	EBT	EBR	WBL	WBT	NBL	NBR	All
Denied Del/Veh (s)	0.6	3.8	0.3	0.3	0.2	0.2	0.9
Total Del/Veh (s)	7.7	2.3	6.8	8.0	6.2	4.1	6.0

Movement	EB	EB	WB	NB
Directions Served	T	R	LT	LR
Maximum Queue (m)	23.3	21.6	31.6	27.7
Average Queue (m)	12.1	16.6	16.6	14.3
95th Queue (m)	19.4	22.8	26.5	23.0
Link Distance (m)	238.1		239.0	345.6
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)		15.0		
Storage Blk Time (%)	1	1		
Queuing Penalty (veh)	2	1		

**PM Design Hourly Volumes – Option 2A****1: Main Street & Edgewater Street Performance by movement**

Movement	EBT	EBR	WBL	WBT	NBL	NBR	All
Denied Del/Veh (s)	0.5	3.7	0.3	0.3	0.4	0.4	0.8
Total Del/Veh (s)	8.7	3.2	9.1	9.8	12.4	9.0	9.1

Movement	EB	EB	WB	NB
Directions Served	T	R	LT	LR
Maximum Queue (m)	23.7	19.1	45.0	58.6
Average Queue (m)	12.3	2.6	19.6	26.0
95th Queue (m)	19.4	12.8	33.9	45.0
Link Distance (m)	238.1		239.0	345.6
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)		15.0		
Storage Blk Time (%)	2	0		
Queuing Penalty (veh)	3	0		

**AM Design Hourly Volumes – Option 3****1: Main Street & Edgewater Street Performance by movement**

Movement	EBL	EBT	WBT	WBR	SBL	SBR	All
Denied Del/Veh (s)	0.3	0.2	0.2	0.2	0.6	3.6	1.0
Total Del/Veh (s)	4.9	1.7	1.3	0.6	10.4	4.5	4.2

Movement	EB	WB	SB	SB
Directions Served	LT	TR	L	R
Maximum Queue (m)	23.1	2.9	42.6	22.3
Average Queue (m)	7.2	0.1	15.7	4.3
95th Queue (m)	18.4	1.2	29.4	18.2
Link Distance (m)	241.8	327.9	232.3	
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				15.0
Storage Blk Time (%)			7	0
Queuing Penalty (veh)			10	0

**PM Design Hourly Volumes – Option 3****1: Main Street & Edgewater Street Performance by movement**

Movement	EBL	EBT	WBT	WBR	SBL	SBR	All
Denied Del/Veh (s)	0.3	0.3	0.3	0.3	0.6	3.6	0.8
Total Del/Veh (s)	7.1	3.6	3.1	1.9	22.3	6.3	7.1

Movement	EB	WB	SB	SB
Directions Served	LT	TR	L	R
Maximum Queue (m)	36.6	29.4	77.3	22.5
Average Queue (m)	14.6	6.5	24.1	11.8
95th Queue (m)	28.6	20.6	54.6	29.0
Link Distance (m)	241.8	327.9	232.3	
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				15.0
Storage Blk Time (%)			22	0
Queuing Penalty (veh)			30	1

# APPENDIX

# C

## EXISTING CONDITIONS REPORT



TOWN OF MAHONE BAY

# MAIN STREET AT EDGEWATER STREET INTERSECTION RECONFIGURATION EXISTING CONDITIONS REPORT

FEBRUARY 27, 2023





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## APPENDIX

### A TRAFFIC VOLUME AND SPEED DATA

# 1 INTRODUCTION

## 1.1 OVERVIEW OF THE PROJECT

The Town of Mahone Bay is a picturesque community along the south shore of Nova Scotia that is known for its three historic churches. The Town is home to 1,064 residents (2021 Census) but sees many more as tourists each year.

Centrally located within the downtown of Mahone Bay lies the three-legged intersection of Edgewater Street at Main Street (NS Highway 3 at Highway 325, See Figure to right). The intersection lies at the heart of the Town but includes non-standard lane alignments and control that is confusing to visitors and drivers who are less familiar with the intersection and creates a barrier for pedestrians. The intersection is effectively triangular with all three roadways continuing as two-way roads around a central island. Within this central island lies the Town's War Monument. In addition to the complicated road geometry and traffic control for vehicles, the intersection and its approach roads do not include separate facilities for bicyclists and lacks some pedestrian infrastructure at key locations.



The below figure shows:

- A:** a vehicle parked within the designated painted pedestrian route
- B:** a family crossing from area A to the north side of the intersection. The crossing location is not a marked crosswalk and lacks pedestrian infrastructure.



Source: Google Streetview

The Town of Mahone Bay has retained WSP to prepare functional design plans for the reconfiguration of Main Street at Edgewater Street. This reconfiguration is intended to not only improve driver understanding via applying a more typical intersection alignment but also improving accommodation for pedestrians and bicyclists in the area. A Functional Plan is a visionary conceptual design of an intersection and adjacent road network that confirms operational requirements and general configuration of proposed changes.

This is the Existing Conditions Report that presents and summarizes the data collected that will be used in subsequent phases of this project.



## 2 BACKGROUND INFORMATION

### 2.1 EXISTING DATA

The first step in the design and planning process was to gather, review and compile available data on the project from the Town. WSP obtained and reviewed available background information related to the following:

- Mapping/GIS/Topographic Survey Data
- Available Transportation Studies, Traffic Data
- Collision Information
- *Town of Mahone Bay, Transportation Plan Report* (CBCL, July 2020)

In addition, WSP has collected topographical data for the project area as well as weekday AM and PM peak period turning movement counts at the Main Street at Edgewater Street intersection (on Wednesday, January 18, 2023).

### 2.2 EXISTING ZONING

The project area lies within the downtown core of the Town of Mahone Bay. The Town's Land Use By-law indicates that much of the zoning immediately adjacent to the subject intersection is "commercial" with much of the surrounding land use zoned as "Residential" (See Zoning Map in Figure 1).

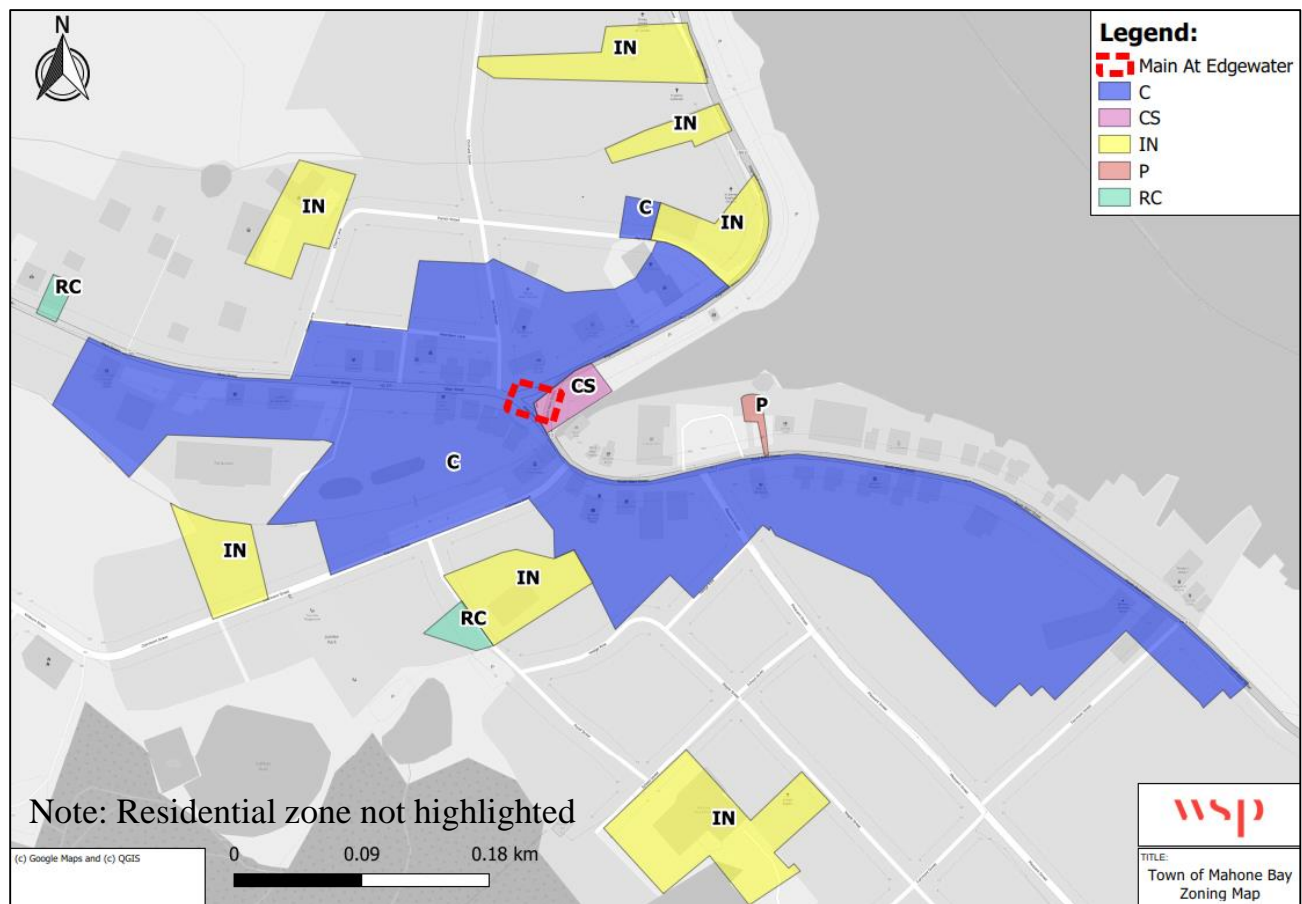


Figure 1: Town of Mahone Bay Land Use Zones in Proximity to the Main at Edgewater Intersection



## 3 EXISTING CONDITIONS

### 3.1 STUDY AREA

The project area includes the Main Street at Edgewater Street intersection and the approaching roads as shown in Figure 2. The Study Area streets have a posted speed limit of 50km/h.

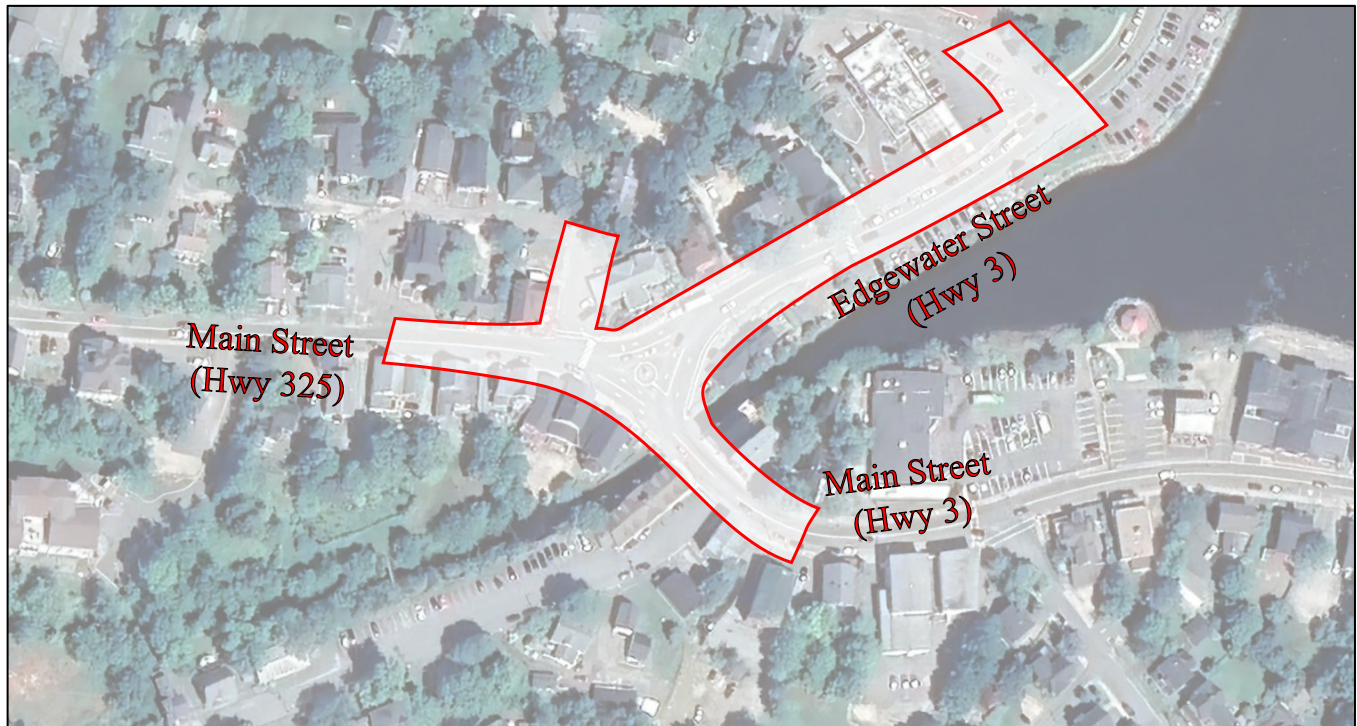


Figure 2: Study Area

#### 3.1.1 TOPOGRAPHIC AND RIGHT-OF-WAY CONSTRAINTS

WSP completed a topographic survey of the study area (Shown in Figure 2 above) that included underground utility locates and invert elevations as well as calculation of the right-of-way boundaries.

##### TOPOGRAPHIC CONSTRAINTS

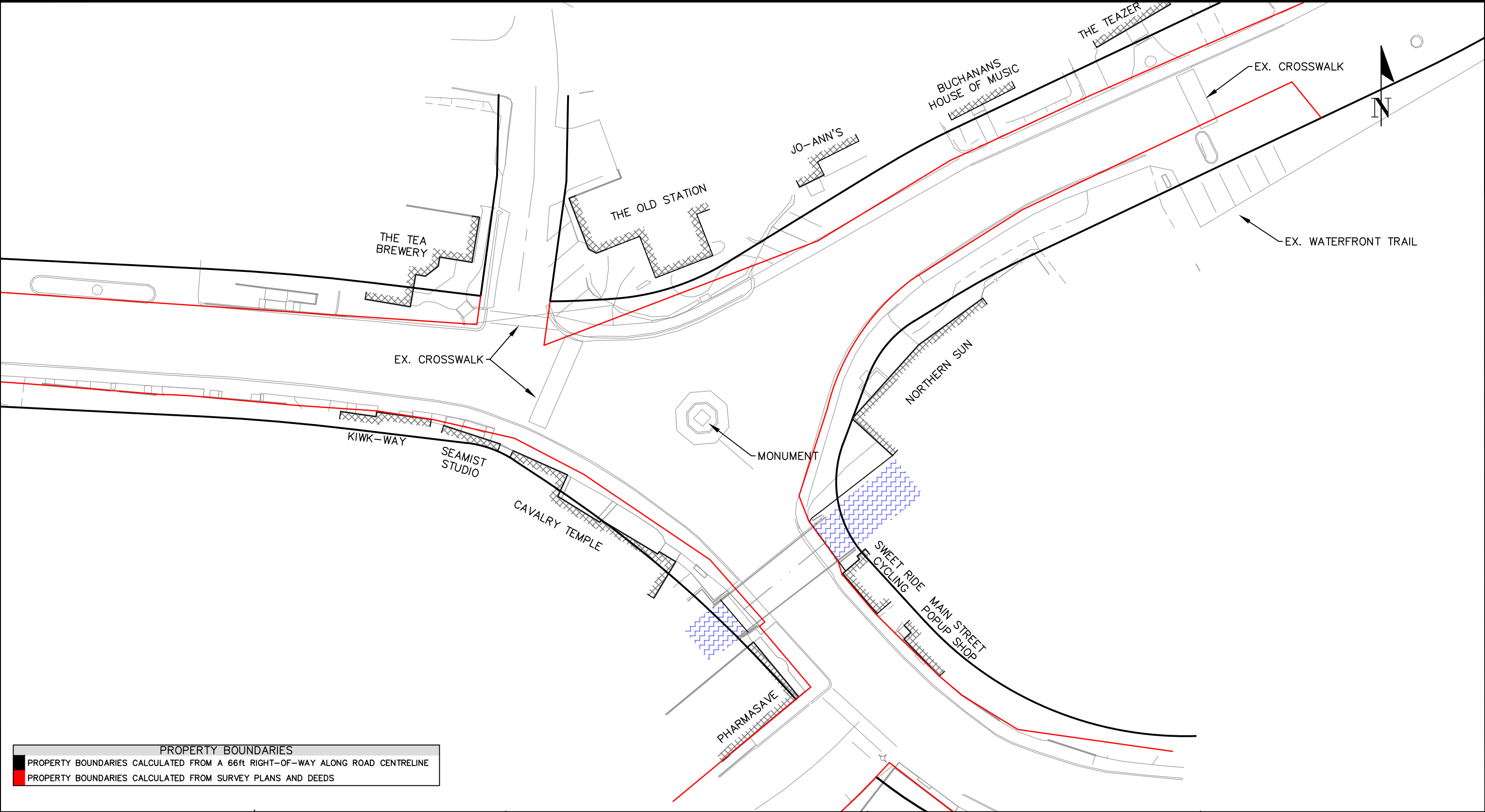
While the topography in this area is generally flat, the Main Street at Edgewater Street intersection is within about 19m of the bridge structure for the crossing of Ernst Brook to the south (See Figure 3).



##### RIGHT-OF-WAY CONSTRAINTS

During the survey, uncertainty was identified regarding two types of road right-of-way lines in this area:

1. A 66-foot road right-of-way centred around the roadway centreline; and,
2. Roadway lines based on available survey plans and deeds.

These right-of-way lines are shown in Figure 3. Through this project, WSP will prepare the concept and functional design plans for options to reconfigure the intersection. When a legal survey is conducted during the preliminary and / or detailed design stage of the reconfiguration, additional consideration regarding these right-of-way lines will be required to confirm which property lines are correct. WSP will advance the project using the 66-foot road centreline right-of-way. If during legal survey it is determined that an alternate right-of-way line is correct, that will need to be accommodated.



<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p></p> <p><b>WSP</b> Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>FEBRUARY 22, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p> 	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>FIGURE 3: PROPERTY BOUNDARIES</b></p>
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### 3.1.2 COLLISION DATA

Collision data at the Main Street at Edgewater Street intersection were provided by the local RCMP for 2020 – 2022 (three years). The available collision information indicates:

- There were no fatal or injury collisions at the intersection.
- There were two “property-damage-only” collisions of which:
  - One was where a driver hit a parked vehicle; and,
  - One was classified as “approaching sideswipe.
  - Both collisions occurred during daytime hours

While insufficient information is available on the historical collisions regarding their exact location, the historical collision information indicates that there are few collisions at this intersection.

### 3.1.3 JANUARY 2023 TURNING MOVEMENT COUNT

WSP temporarily installed a Miovision Scout traffic counter at the Main Street at Edgewater Street intersection to collect turning movement counts at the project intersection on Wednesday, January 18, 2023 between 7:00 – 9:00 AM and between 4:00 – 6:00 PM. The total vehicles as well as the heavy vehicle and bicycle turning movement volumes have been separated into 15-minute intervals with peak hours indicated by shaded areas, as shown in Tables A-1 through A-3, Appendix A.

### 3.1.4 HISTORICAL TRAFFIC VOLUMES

Historical traffic speed and volume data for Edgewater Street and Main Street were provided by the Town of Mahone Bay. Data are provided in Appendix A, and generally indicate:

1. The daily westbound traffic volumes along Edgewater Street (coming toward the intersection) in November 2022 were about 2,050 to 2,430 vpd.
2. The daily westbound traffic volumes along Edgewater Street (coming toward the intersection) between June and August of 2022 were about 3,000 to 3,350 vehicles per day (vpd).
3. Speed data for Main Street and Edgewater Street from June, July, and August of 2022 were provided by the Town of Mahone Bay. Data indicate that the 85<sup>th</sup> percentile speed on Edgewater Street was about 67 km/h while the 85<sup>th</sup> percentile speed on Main Street was about 65 km/h. While this indicates that there are drivers exceeding the posted speed limit in this area, the travel speeds are within the expected range for major roadways during typical conditions.

**85<sup>th</sup> percentile speed:** The speed at or below which 85 percent of all vehicles are observed to travel.

### 3.1.5 PROJECTED DESIGN HOURLY VOLUMES

Projected Design Hourly Volumes (DHVs) for the Main Street at Edgewater Street intersection are shown in Figure 4 and have been estimated based on:

1. Collected January 2023 turning movement counts at the intersection; and,
2. Application of a 1.40 growth factor based on a review of historical traffic volumes in the area during the summer and non-summer months. This factor is in line with the seasonal variability between the traffic counts completed by the Town for June - August 2022 (peak season months) and November 2022 (off-peak season).

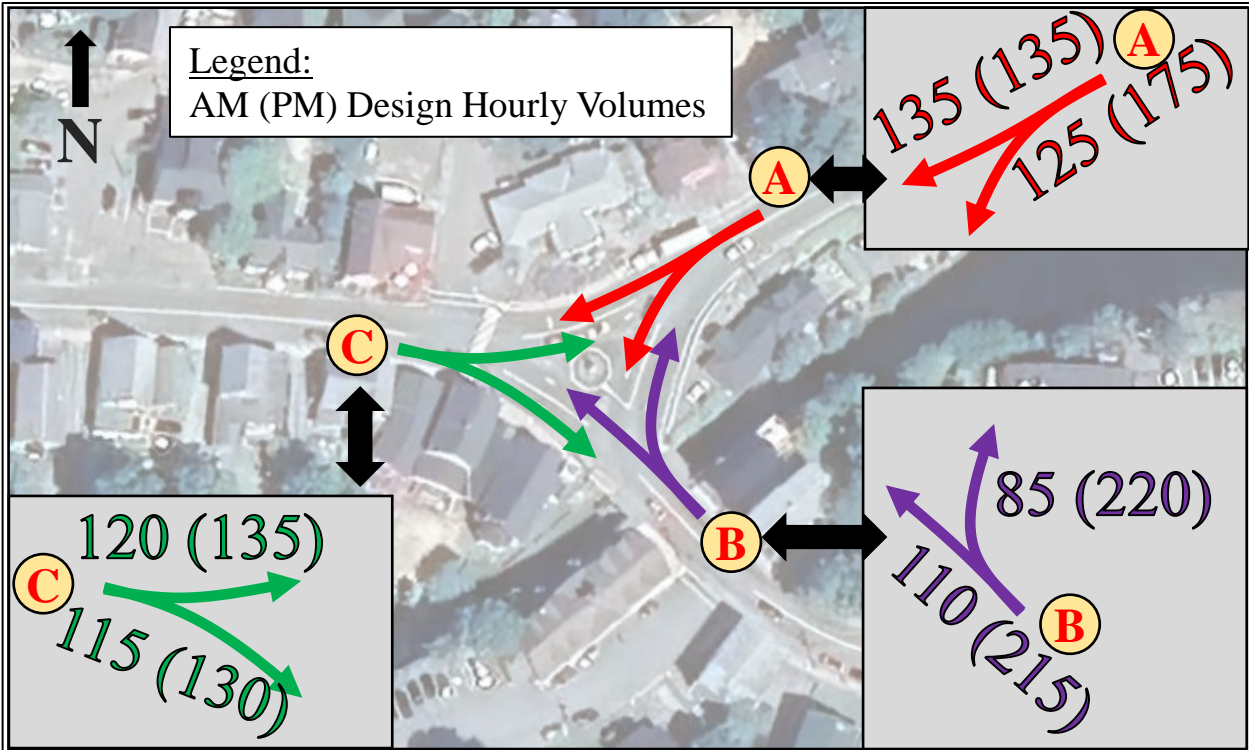


Figure 4: AM and PM Design Hourly Volumes

Design hourly heavy vehicle volumes have been projected by applying a 1.4 factor to the January 2023 counted heavy vehicle volumes (which are shown in Appendix A).

Pedestrian volumes crossing at the intersection are expected to be substantially higher than those that were observed during the January 2023 turning movement counts. During the count a peak of 21 pedestrians crossing Main Street on the west approach were observed, and a pedestrian volume of 50 pedestrians during the AM and PM design hours have been applied to that movement. Additional marked pedestrian crossings will be considered in the development of options for the intersection.



## 4 EXISTING ISSUES & NEXT STEPS

---

### 4.1 EXISTING ISSUES

The Main Street at Edgewater Street intersection in Mahone Bay is centrally located with the downtown core and serves as a major transportation connection for drivers traveling to and through the Town. The intersection also lies within the heart of the historic core and is surrounded by commercial development and land uses in the picturesque community that welcomes thousands of tourists per year.

While historic collision data does not show a significant collision history, the non-standard alignment, current location of the Town's War Monument in the intersection's centre, and at grade pedestrian routes along the east side of the intersection make this intersection a strong candidate for reconfiguration. Overall, the design hourly traffic volumes in this area are moderate and the intersection constraints pose many challenges for accommodating reconfiguration options.

---

### 4.2 NEXT STEPS

WSP will prepare three (3) conceptual plans of high-level modification options for the reconfiguration of the intersection. The development of options will consider the design hourly traffic volumes and constraints identified in this report and each option will be evaluated on its functionality, benefits, and negative impacts. The options evaluation will be summarized in a Concept Design Report.

# APPENDIX

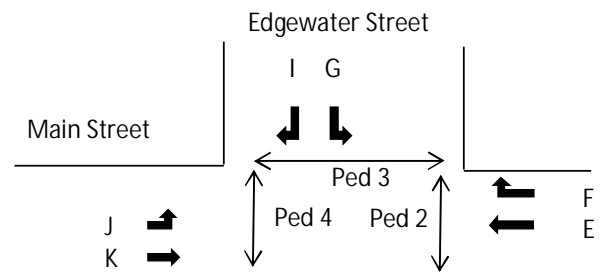
A

TRAFFIC VOLUME AND  
SPEED DATA

**Table A-1**  
**Main Street**  
**@**  
**Edgewater Street**

**Total Vehicles**

*Mahone Bay, NS*  
Wednesday, January 18, 2023



**AM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
07:00 07:15	3	12	18	18	18	7	76
07:15 07:30	6	11	17	18	14	19	85
07:30 07:45	12	6	34	20	14	22	108
07:45 08:00	26	9	28	27	19	21	130
08:00 08:15	17	21	15	28	20	21	122
08:15 08:30	20	16	28	22	22	23	131
08:30 08:45	14	16	19	19	23	18	109
08:45 09:00	24	11	22	25	22	24	128
<b>AM Peak Hour</b>	<b>77</b>	<b>62</b>	<b>90</b>	<b>96</b>	<b>84</b>	<b>83</b>	<b>492</b>
<b>07:00 08:00</b>	<b>47</b>	<b>38</b>	<b>97</b>	<b>83</b>	<b>65</b>	<b>69</b>	<b>399</b>
<b>08:00 09:00</b>	<b>75</b>	<b>64</b>	<b>84</b>	<b>94</b>	<b>87</b>	<b>86</b>	<b>490</b>
	<b>Ped 2</b>		<b>Ped 3</b>		<b>Ped 4</b>		<b>Total Peds</b>
<b>07:00 08:00</b>	<b>0</b>		<b>0</b>		<b>3</b>		<b>3</b>
<b>08:00 09:00</b>	<b>1</b>		<b>0</b>		<b>3</b>		<b>4</b>

**PM Peak Period Volume Data**

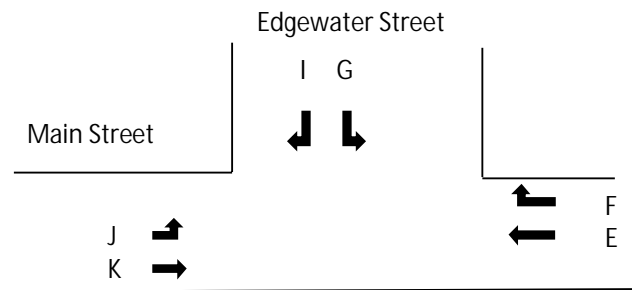
Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
16:00 16:15	34	40	37	17	17	27	172
16:15 16:30	46	29	28	20	26	16	165
16:30 16:45	47	48	32	30	32	31	220
16:45 17:00	26	39	28	28	22	19	162
17:00 17:15	31	31	28	18	32	30	170
17:15 17:30	17	19	28	19	13	18	114
17:30 17:45	19	17	18	22	16	17	109
17:45 18:00	18	15	20	8	18	16	95
<b>PM Peak Hour</b>	<b>153</b>	<b>156</b>	<b>125</b>	<b>95</b>	<b>97</b>	<b>93</b>	<b>719</b>
<b>16:00 17:00</b>	<b>153</b>	<b>156</b>	<b>125</b>	<b>95</b>	<b>97</b>	<b>93</b>	<b>719</b>
<b>17:00 18:00</b>	<b>85</b>	<b>82</b>	<b>94</b>	<b>67</b>	<b>79</b>	<b>81</b>	<b>488</b>
	<b>Ped 2</b>		<b>Ped 3</b>		<b>Ped 4</b>		<b>Total Peds</b>
<b>16:00 17:00</b>	<b>1</b>		<b>0</b>		<b>21</b>		<b>22</b>
<b>17:00 18:00</b>	<b>3</b>		<b>0</b>		<b>10</b>		<b>13</b>

\* Count completed by WSP



**Table A-2**  
**Main Street**  
**@**  
**Edgewater Street**  
  
**Heavy Vehicles**

*Mahone Bay, NS*  
Wednesday, January 18, 2023



### AM Peak Period Volume Data

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
07:00 07:15	0	1	1	0	1	1	4
07:15 07:30	0	1	0	1	1	0	3
07:30 07:45	0	1	3	0	1	2	7
07:45 08:00	1	0	3	2	2	2	10
08:00 08:15	2	0	0	0	1	2	5
08:15 08:30	3	0	1	0	0	3	7
08:30 08:45	0	2	0	0	2	1	5
08:45 09:00	2	1	1	0	1	2	7
<b>AM Peak Hour</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>9</b>	<b>29</b>
<b>07:00 08:00</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>24</b>
<b>08:00 09:00</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>8</b>	<b>24</b>

### PM Peak Period Volume Data

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
16:00 16:15	2	0	2	2	0	1	7
16:15 16:30	0	1	2	1	2	1	7
16:30 16:45	0	0	2	0	1	0	3
16:45 17:00	1	1	0	0	3	1	6
17:00 17:15	0	0	0	1	1	0	2
17:15 17:30	1	0	1	2	0	0	4
17:30 17:45	0	0	0	1	0	0	1
17:45 18:00	0	0	0	0	0	0	0
<b>PM Peak Hour</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>23</b>
<b>16:00 17:00</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>23</b>
<b>17:00 18:00</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>7</b>

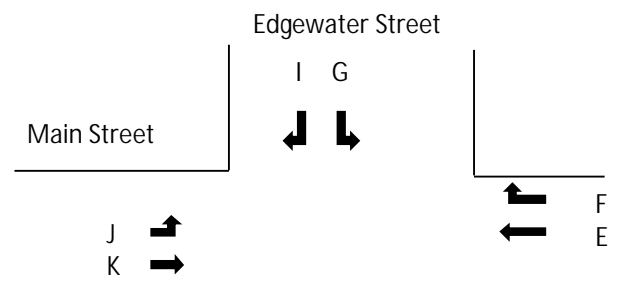
\* Count completed by WSP

**Table A-3**

**Main Street  
@  
Edgewater Street**

**Bicycles**

*Mahone Bay, NS*  
Wednesday, January 18, 2023



**AM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
07:00 07:15	0	0	0	0	0	0	0
07:15 07:30	0	0	0	0	0	0	0
07:30 07:45	0	0	0	0	0	0	0
07:45 08:00	0	0	0	0	0	0	0
08:00 08:15	0	0	0	0	0	0	0
08:15 08:30	0	0	0	0	0	0	0
08:30 08:45	0	0	0	0	0	0	0
08:45 09:00	0	0	0	0	0	0	0
<b>AM Peak Hour</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>07:00 08:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>08:00 09:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PM Peak Period Volume Data**

Time	Main Street Westbound Approach		Edgewater Street Southbound Approach		Main Street Eastbound Approach		Total Vehicles
	E	F	G	I	J	K	
16:00 16:15	0	0	0	0	0	0	0
16:15 16:30	0	0	0	0	0	0	0
16:30 16:45	0	0	0	0	0	0	0
16:45 17:00	0	0	0	0	0	0	0
17:00 17:15	0	1	0	0	0	1	2
17:15 17:30	0	0	0	0	0	0	0
17:30 17:45	0	0	0	0	0	0	0
17:45 18:00	0	0	0	0	0	0	0
<b>PM Peak Hour</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>
<b>16:00 17:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>17:00 18:00</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>

\* Count completed by WSP

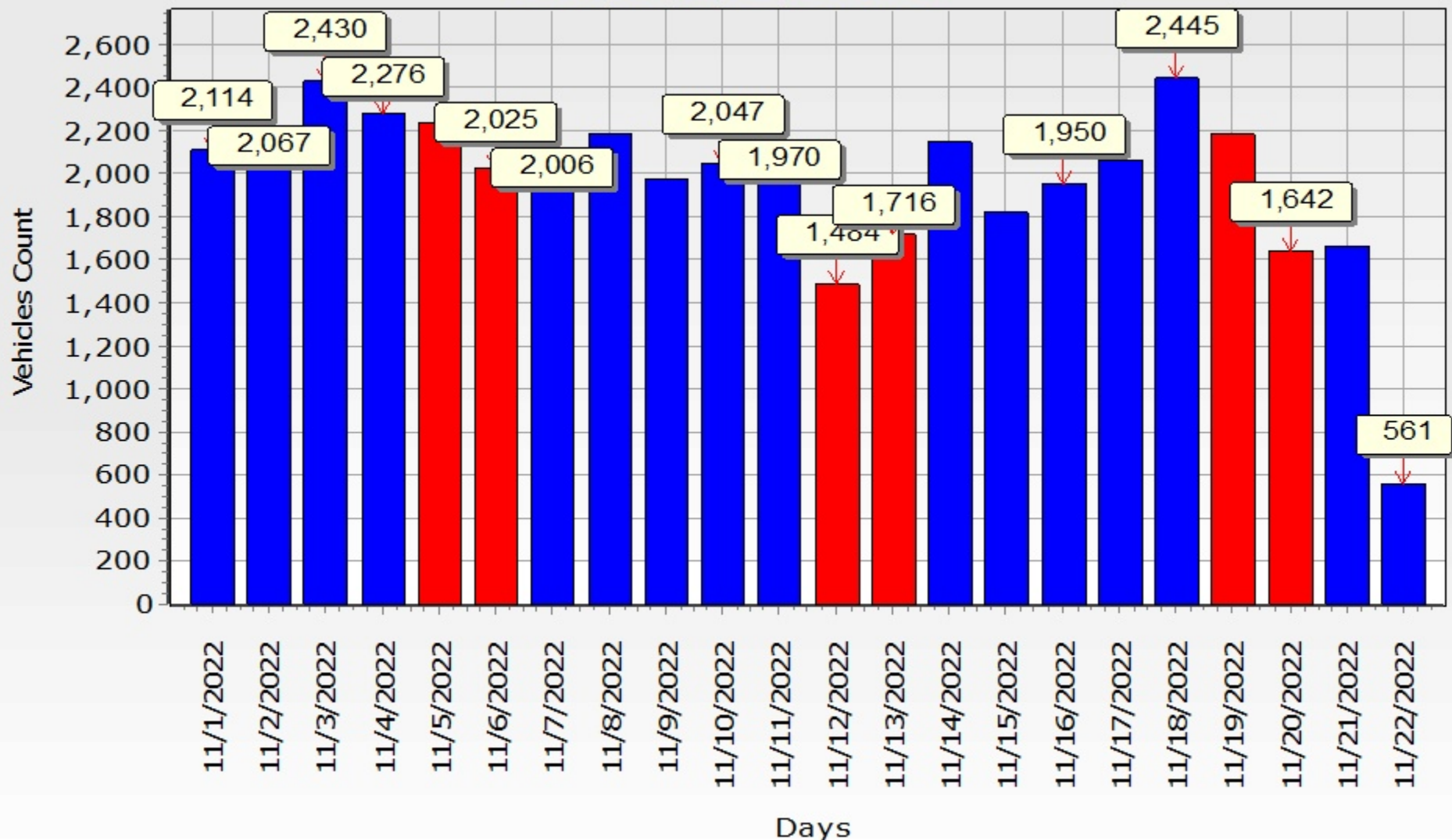
**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-11.CSV



## Daily Traffic Volumes



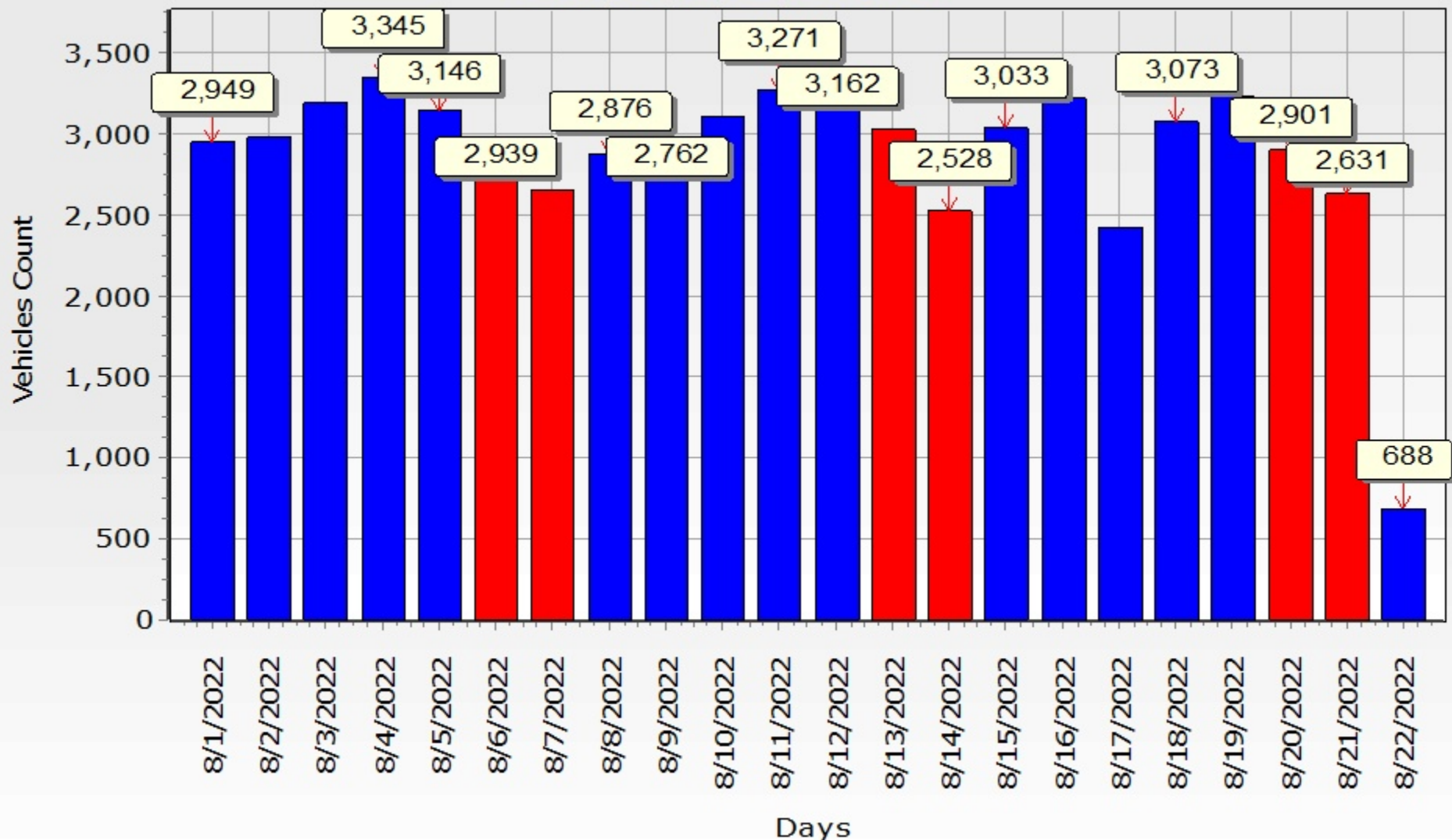
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## Daily Traffic Volumes



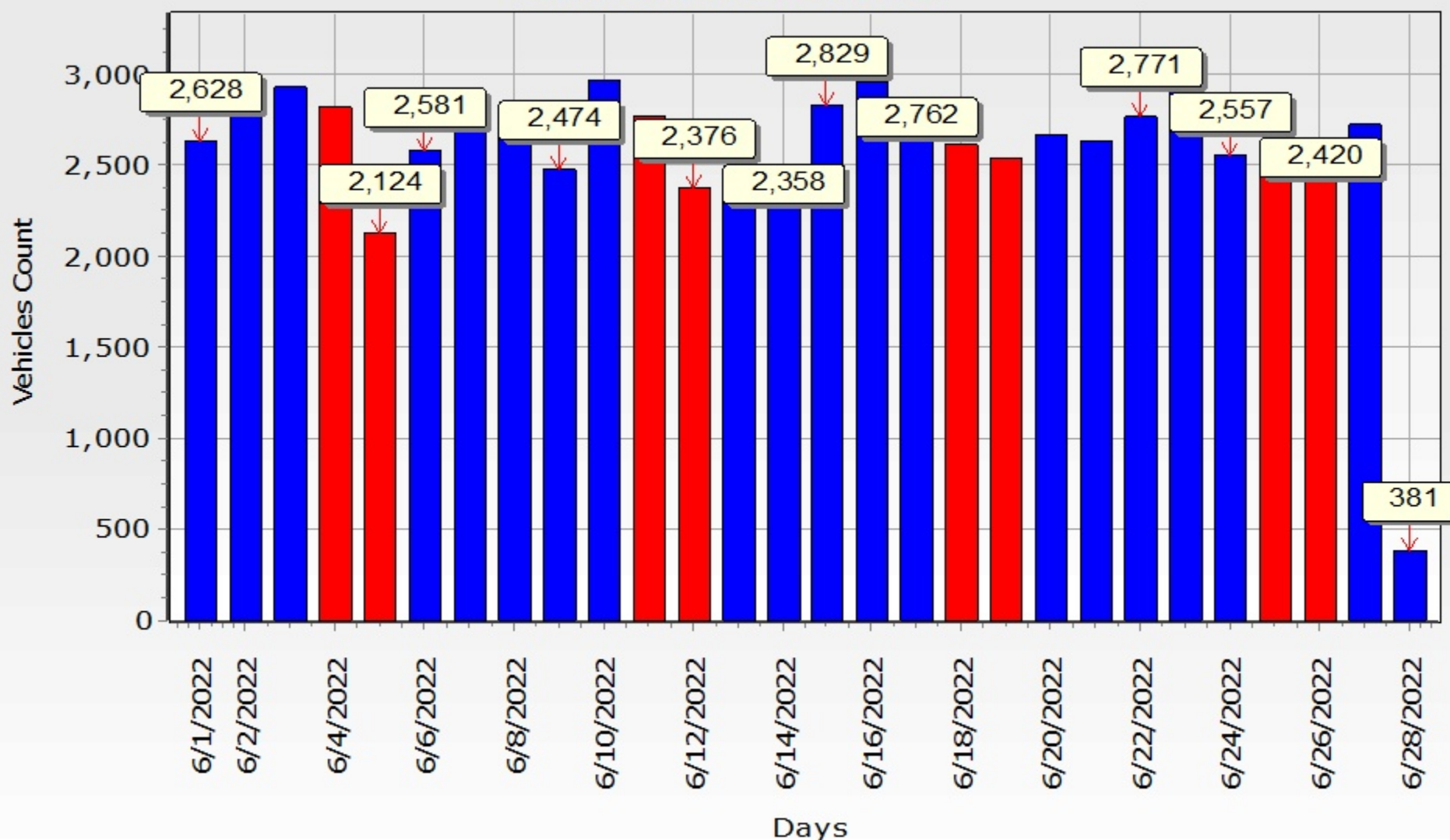
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## Daily Traffic Volumes



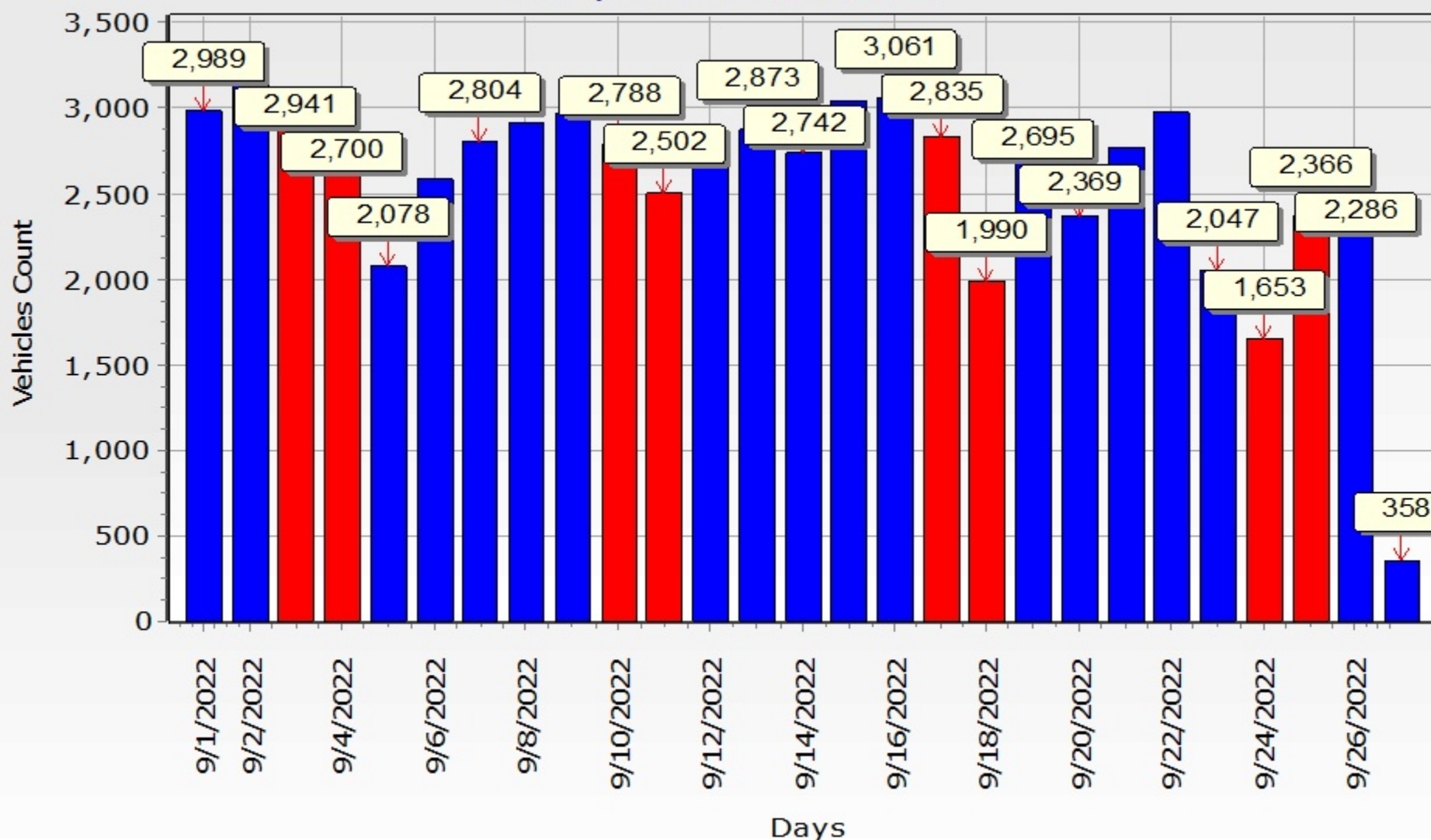
**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-09.CSV



## Daily Traffic Volumes





# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-08.CSV



	DATE	15..19	20..24	25..29	30..34	35..39	40..44	45..49	50..54	55..59	60..64	65..69	70..74	75..79	80..84	85..89	90..94
1	8/1/2022	379	129	98	82	72	153	289	409	372	426	313	157	48	14	5	3
2	8/2/2022	384	124	88	85	55	110	248	380	392	456	358	192	66	28	10	1
3	8/3/2022	432	150	106	87	61	102	259	414	406	452	408	187	75	36	9	1
4	8/4/2022	422	157	119	82	77	127	289	407	444	483	393	222	81	32	7	3
5	8/5/2022	397	143	109	83	58	117	253	398	423	492	341	214	69	33	10	6
6	8/6/2022	391	122	102	83	61	125	261	374	409	456	308	154	52	30	7	2
7	8/7/2022	338	95	70	72	52	88	228	337	351	413	321	191	52	29	9	2
8	8/8/2022	326	126	91	72	50	121	267	370	413	459	302	176	68	24	8	0
9	8/9/2022	326	129	70	64	53	98	249	387	388	448	307	166	43	25	7	1
10	8/10/2022	398	148	101	81	83	141	280	358	409	448	355	193	61	33	9	7
11	8/11/2022	401	172	108	107	60	123	242	373	369	502	432	251	77	35	14	4
12	8/12/2022	370	131	100	73	51	128	223	382	370	524	395	259	91	47	16	1
13	8/13/2022	353	124	90	91	65	145	275	378	343	476	346	200	81	37	18	3
14	8/14/2022	320	102	78	67	51	96	201	300	331	398	284	182	76	32	9	1
15	8/15/2022	373	133	78	76	68	93	210	311	344	498	401	262	114	59	11	2
16	8/16/2022	410	182	102	85	55	85	197	344	370	510	438	283	90	47	14	3
17	8/17/2022	281	117	71	41	32	64	145	282	335	399	329	201	78	33	9	0
18	8/18/2022	371	146	110	72	62	104	222	338	359	482	423	225	96	44	11	6
19	8/19/2022	389	170	90	90	61	104	215	366	399	535	411	250	91	45	15	2
20	8/20/2022	355	108	66	69	41	96	222	342	368	442	377	243	97	49	16	10
21	8/21/2022	318	120	79	67	45	83	157	304	304	456	345	220	77	40	8	8
22	8/22/2022	80	35	14	15	17	8	27	56	60	111	108	87	32	25	8	3

Edgewater - August Speed Data



	95..99	100..104	105..109	TOTAL
1	0	0	0	2949
2	0	0	0	2977
3	2	0	1	3189
4	0	0	0	3345
5	0	0	0	3146
6	0	1	1	2939
7	0	0	0	2648
8	2	1	0	2876
9	1	0	0	2762
10	0	1	0	3106
11	0	1	0	3271
12	1	0	0	3162
13	0	0	0	3025
14	0	0	0	2528
15	0	0	0	3033
16	1	0	0	3216
17	1	0	0	2418
18	2	0	0	3073
19	0	0	1	3234
20	0	0	0	2901
21	0	0	0	2631
22	2	0	0	688

# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-06.CSV



	DATE	15..19	20..24	25..29	30..34	35..39	40..44	45..49	50..54	55..59	60..64	65..69	70..74	75..79	80..84	85..89	90..94
1	6/1/2022	337	117	82	78	43	64	161	284	295	421	374	215	89	51	12	3
2	6/2/2022	370	125	88	91	38	69	177	317	331	444	384	259	105	38	9	0
3	6/3/2022	373	143	105	102	57	78	209	325	329	471	378	228	84	41	6	2
4	6/4/2022	380	94	104	81	41	98	247	333	395	436	331	181	70	20	7	0
5	6/5/2022	293	69	61	44	24	74	136	280	277	368	255	153	61	23	5	0
6	6/6/2022	347	113	99	63	44	55	185	271	254	418	374	238	67	38	8	5
7	6/7/2022	371	129	107	94	54	114	249	318	295	423	324	205	67	44	11	4
8	6/8/2022	329	122	80	92	62	91	195	326	352	387	333	218	85	34	15	0
9	6/9/2022	273	109	73	59	38	81	184	312	337	422	307	173	65	28	8	4
10	6/10/2022	381	131	79	62	57	77	184	329	354	455	434	273	88	48	8	4
11	6/11/2022	320	117	76	69	52	90	213	335	394	429	365	198	67	31	12	1
12	6/12/2022	294	115	75	67	49	87	191	302	292	393	277	140	56	26	10	0
13	6/13/2022	308	95	83	64	45	75	163	289	295	396	309	169	76	22	5	4
14	6/14/2022	296	116	70	58	52	79	172	271	313	391	287	162	57	24	8	1
15	6/15/2022	339	138	86	69	61	78	192	343	335	447	355	225	99	47	12	2
16	6/16/2022	361	153	103	76	42	89	209	327	335	471	398	239	87	46	15	3
17	6/17/2022	335	135	80	69	38	86	199	348	322	466	364	198	79	38	3	2
18	6/18/2022	312	99	67	71	48	107	175	336	325	398	331	227	77	28	15	1
19	6/19/2022	321	111	81	67	42	94	235	306	329	394	300	160	59	29	6	0
20	6/20/2022	344	93	79	63	50	75	211	306	339	438	365	193	64	37	8	1
21	6/21/2022	305	136	86	72	42	79	179	305	339	445	345	194	61	35	6	1
22	6/22/2022	360	135	85	77	50	86	190	328	338	425	352	220	74	35	15	1
23	6/23/2022	370	147	96	90	47	95	209	320	344	454	384	239	83	35	11	2
24	6/24/2022	277	137	61	57	45	63	176	313	331	479	334	174	70	32	6	2
25	6/25/2022	310	108	67	62	37	92	226	337	362	400	327	153	57	35	12	4
26	6/26/2022	284	107	56	68	40	92	188	303	322	400	294	180	53	26	6	1
27	6/27/2022	340	144	78	77	49	79	212	325	339	420	364	176	79	28	7	3
28	6/28/2022	40	9	15	13	3	8	19	41	40	68	57	36	16	9	3	4

Edgewater - June Speed Data

	95..99	100..104	105..109	110..114	TOTAL
1	2	0	0	0	2628
2	1	0	0	1	2847
3	1	0	0	0	2932
4	1	0	0	0	2819
5	0	1	0	0	2124
6	1	1	0	0	2581
7	0	0	0	0	2809
8	0	0	1	0	2722
9	0	0	1	0	2474
10	0	0	0	0	2964
11	1	0	0	0	2770
12	0	0	2	0	2376
13	0	0	0	0	2398
14	0	0	0	1	2358
15	1	0	0	0	2829
16	2	0	0	0	2956
17	0	0	0	0	2762
18	1	0	0	0	2618
19	0	2	0	0	2536
20	0	0	0	0	2666
21	0	0	0	0	2631
22	0	0	0	0	2771
23	0	0	0	0	2926
24	0	0	0	0	2557
25	0	0	0	0	2589
26	0	0	0	0	2420
27	1	0	0	0	2721
28	0	0	0	0	381

# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007225\BINS\B2022-08.CSV



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1	8/1/2022	14	27	14	6	16	75	319	549	437	362	137	30	10	1	2	0
2	8/2/2022	23	39	18	12	27	124	395	672	535	378	151	30	5	3	0	0
3	8/3/2022	30	39	29	18	29	116	458	615	482	398	145	44	4	1	0	2
4	8/4/2022	19	35	22	17	33	111	417	702	530	418	192	33	4	3	1	0
5	8/5/2022	23	33	17	10	17	99	390	672	497	418	207	46	9	1	0	1
6	8/6/2022	13	30	15	11	19	64	312	591	456	383	151	49	9	2	0	1
7	8/7/2022	16	27	18	18	15	70	252	466	429	306	142	38	13	2	2	0
8	8/8/2022	24	20	15	30	36	136	369	640	429	338	126	40	8	3	0	0
9	8/9/2022	17	23	22	20	24	85	355	588	514	397	146	33	5	2	0	0
10	8/10/2022	52	45	25	20	37	112	404	655	485	358	159	38	11	0	0	0
11	8/11/2022	28	24	22	18	31	122	438	715	464	388	142	38	8	2	0	1
12	8/12/2022	14	20	25	5	20	98	380	654	551	373	178	39	4	0	1	0
13	8/13/2022	14	30	18	7	17	107	313	576	441	350	140	37	8	1	0	0
14	8/14/2022	14	15	14	13	22	74	272	495	378	308	109	28	7	0	0	0
15	8/15/2022	14	28	23	17	31	91	331	598	497	407	145	34	7	3	2	0
16	8/16/2022	21	28	10	17	27	93	361	628	516	395	150	36	3	4	0	0
17	8/17/2022	14	27	20	14	22	91	330	556	434	337	127	29	9	0	0	0
18	8/18/2022	23	31	23	16	24	78	345	613	528	388	170	35	6	0	1	0
19	8/19/2022	29	35	22	23	26	83	320	611	507	423	154	59	7	1	0	0
20	8/20/2022	13	25	23	22	13	89	279	537	482	322	121	33	5	0	0	0
21	8/21/2022	12	22	25	13	17	81	278	482	446	312	160	40	7	4	0	0
22	8/22/2022	8	19	11	8	15	62	159	243	179	129	61	15	1	1	0	0

Main Street - August Speed Data

	95..99	100..104	105..109	110..114	TOTAL
1	0	0	0	0	1999
2	0	0	0	2	2414
3	1	2	0	0	2413
4	0	0	0	1	2538
5	0	0	0	0	2440
6	0	0	0	0	2106
7	0	0	0	0	1814
8	1	0	1	0	2216
9	0	0	0	0	2231
10	0	0	0	0	2401
11	0	0	0	0	2442
12	0	0	0	0	2363
13	0	0	0	0	2059
14	0	0	0	0	1749
15	0	1	0	0	2229
16	1	0	0	1	2291
17	0	0	0	0	2010
18	0	0	1	0	2282
19	0	0	0	0	2300
20	0	0	0	0	1964
21	0	0	0	0	1899
22	0	0	0	0	911

# Daily Volume by Speed Report

**Location:** n/a

**Description:** n/a

**Data File:** C:\Users\Jonathan.Uhlman\OneDrive - Municipal Joint Services Board Lunenburg Region\Desktop\My Files\Traffic Calming\Speed Radar\Reports\00007229\BINS\B2022-06.CSV

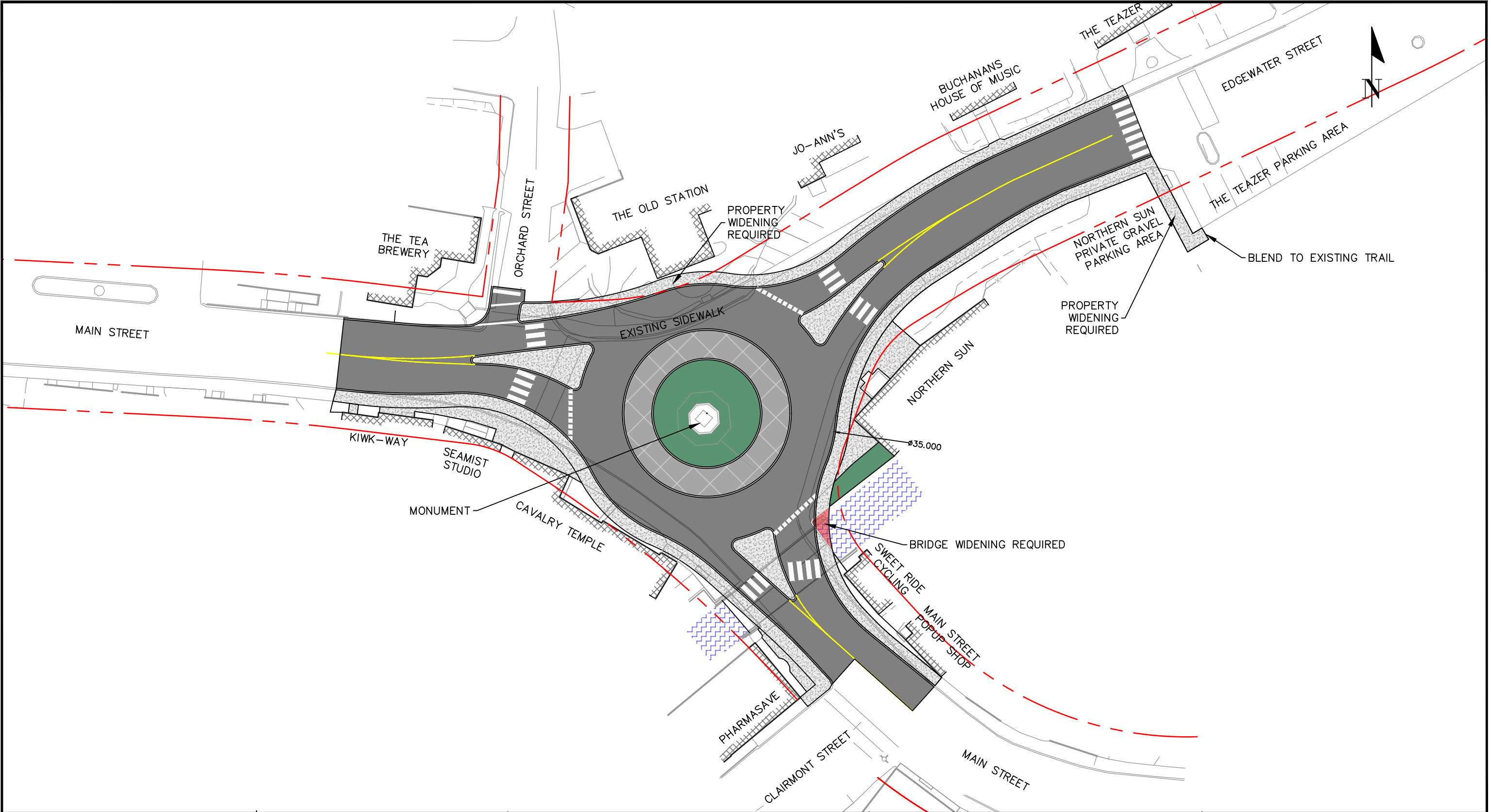


	DATE	15..19	20..24	25..29	30..34	35..39	40..44	45..49	50..54	55..59	60..64	65..69	70..74	75..79	80..84	85..89	90..94
1	6/1/2022	337	117	82	78	43	64	161	284	295	421	374	215	89	51	12	3
2	6/2/2022	370	125	88	91	38	69	177	317	331	444	384	259	105	38	9	0
3	6/3/2022	373	143	105	102	57	78	209	325	329	471	378	228	84	41	6	2
4	6/4/2022	380	94	104	81	41	98	247	333	395	436	331	181	70	20	7	0
5	6/5/2022	293	69	61	44	24	74	136	280	277	368	255	153	61	23	5	0
6	6/6/2022	347	113	99	63	44	55	185	271	254	418	374	238	67	38	8	5
7	6/7/2022	371	129	107	94	54	114	249	318	295	423	324	205	67	44	11	4
8	6/8/2022	329	122	80	92	62	91	195	326	352	387	333	218	85	34	15	0
9	6/9/2022	273	109	73	59	38	81	184	312	337	422	307	173	65	28	8	4
10	6/10/2022	381	131	79	62	57	77	184	329	354	455	434	273	88	48	8	4
11	6/11/2022	320	117	76	69	52	90	213	335	394	429	365	198	67	31	12	1
12	6/12/2022	294	115	75	67	49	87	191	302	292	393	277	140	56	26	10	0
13	6/13/2022	308	95	83	64	45	75	163	289	295	396	309	169	76	22	5	4
14	6/14/2022	296	116	70	58	52	79	172	271	313	391	287	162	57	24	8	1
15	6/15/2022	339	138	86	69	61	78	192	343	335	447	355	225	99	47	12	2
16	6/16/2022	361	153	103	76	42	89	209	327	335	471	398	239	87	46	15	3
17	6/17/2022	335	135	80	69	38	86	199	348	322	466	364	198	79	38	3	2
18	6/18/2022	312	99	67	71	48	107	175	336	325	398	331	227	77	28	15	1
19	6/19/2022	321	111	81	67	42	94	235	306	329	394	300	160	59	29	6	0
20	6/20/2022	344	93	79	63	50	75	211	306	339	438	365	193	64	37	8	1
21	6/21/2022	305	136	86	72	42	79	179	305	339	445	345	194	61	35	6	1
22	6/22/2022	360	135	85	77	50	86	190	328	338	425	352	220	74	35	15	1
23	6/23/2022	370	147	96	90	47	95	209	320	344	454	384	239	83	35	11	2
24	6/24/2022	277	137	61	57	45	63	176	313	331	479	334	174	70	32	6	2
25	6/25/2022	310	108	67	62	37	92	226	337	362	400	327	153	57	35	12	4
26	6/26/2022	284	107	56	68	40	92	188	303	322	400	294	180	53	26	6	1
27	6/27/2022	340	144	78	77	49	79	212	325	339	420	364	176	79	28	7	3
28	6/28/2022	40	9	15	13	3	8	19	41	40	68	57	36	16	9	3	4

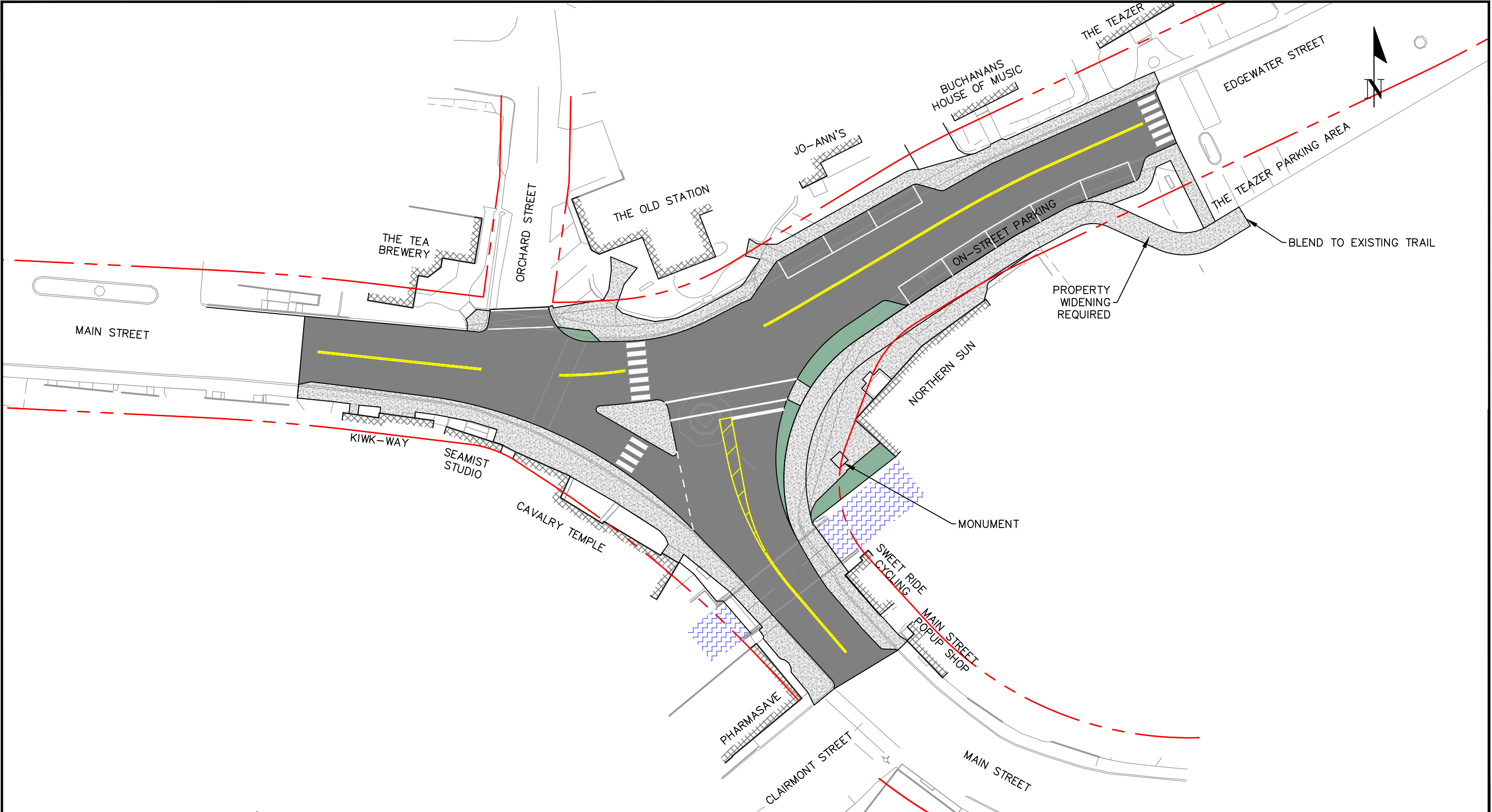
Main Street - June Speed Data

	95..99	100..104	105..109	110..114	TOTAL
1	2	0	0	0	2628
2	1	0	0	1	2847
3	1	0	0	0	2932
4	1	0	0	0	2819
5	0	1	0	0	2124
6	1	1	0	0	2581
7	0	0	0	0	2809
8	0	0	1	0	2722
9	0	0	1	0	2474
10	0	0	0	0	2964
11	1	0	0	0	2770
12	0	0	2	0	2376
13	0	0	0	0	2398
14	0	0	0	1	2358
15	1	0	0	0	2829
16	2	0	0	0	2956
17	0	0	0	0	2762
18	1	0	0	0	2618
19	0	2	0	0	2536
20	0	0	0	0	2666
21	0	0	0	0	2631
22	0	0	0	0	2771
23	0	0	0	0	2926
24	0	0	0	0	2557
25	0	0	0	0	2589
26	0	0	0	0	2420
27	1	0	0	0	2721
28	0	0	0	0	381

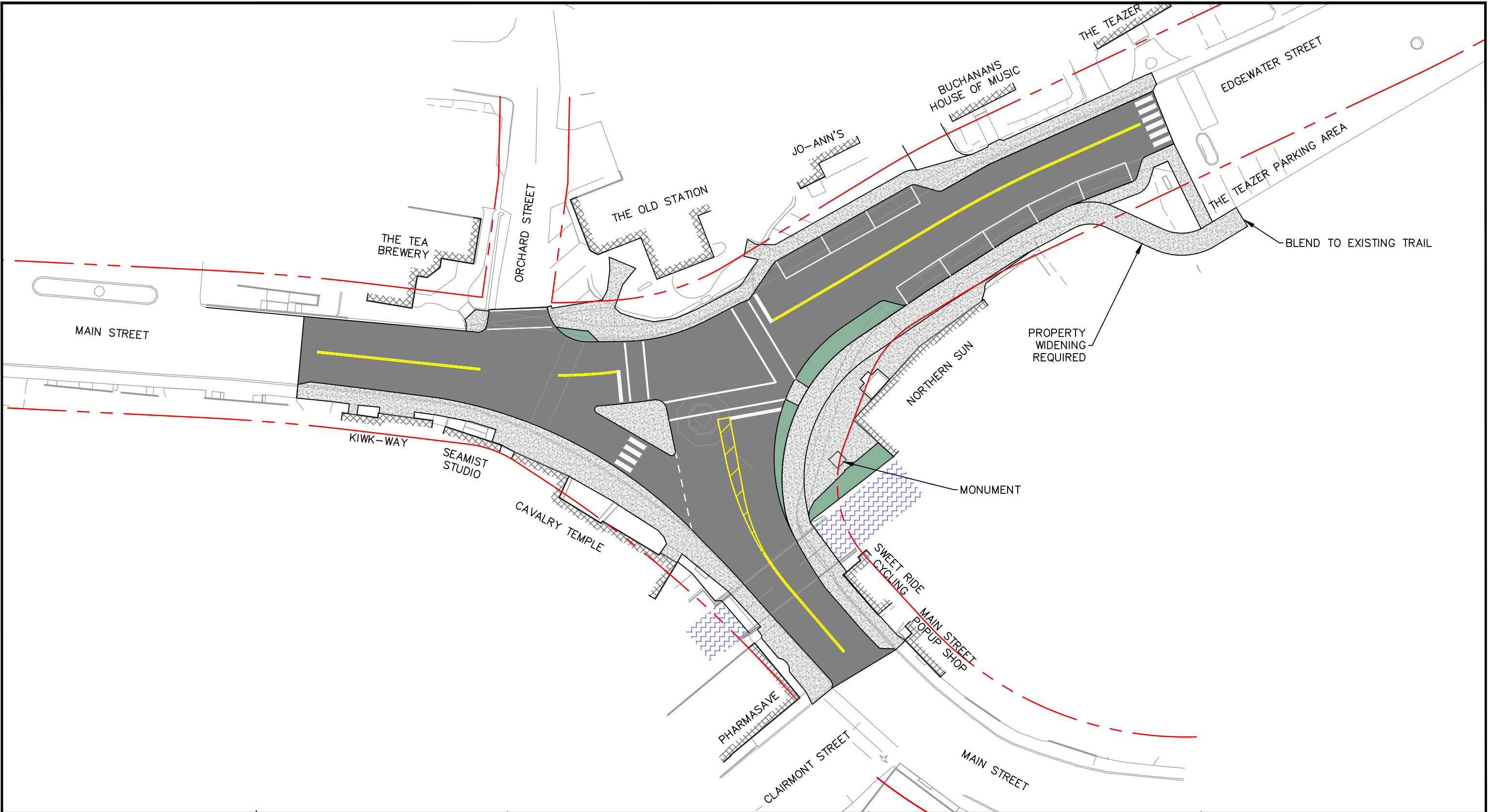




<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>APRIL 11, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 1 ROUNABOUT INTERSECTION</b></p>
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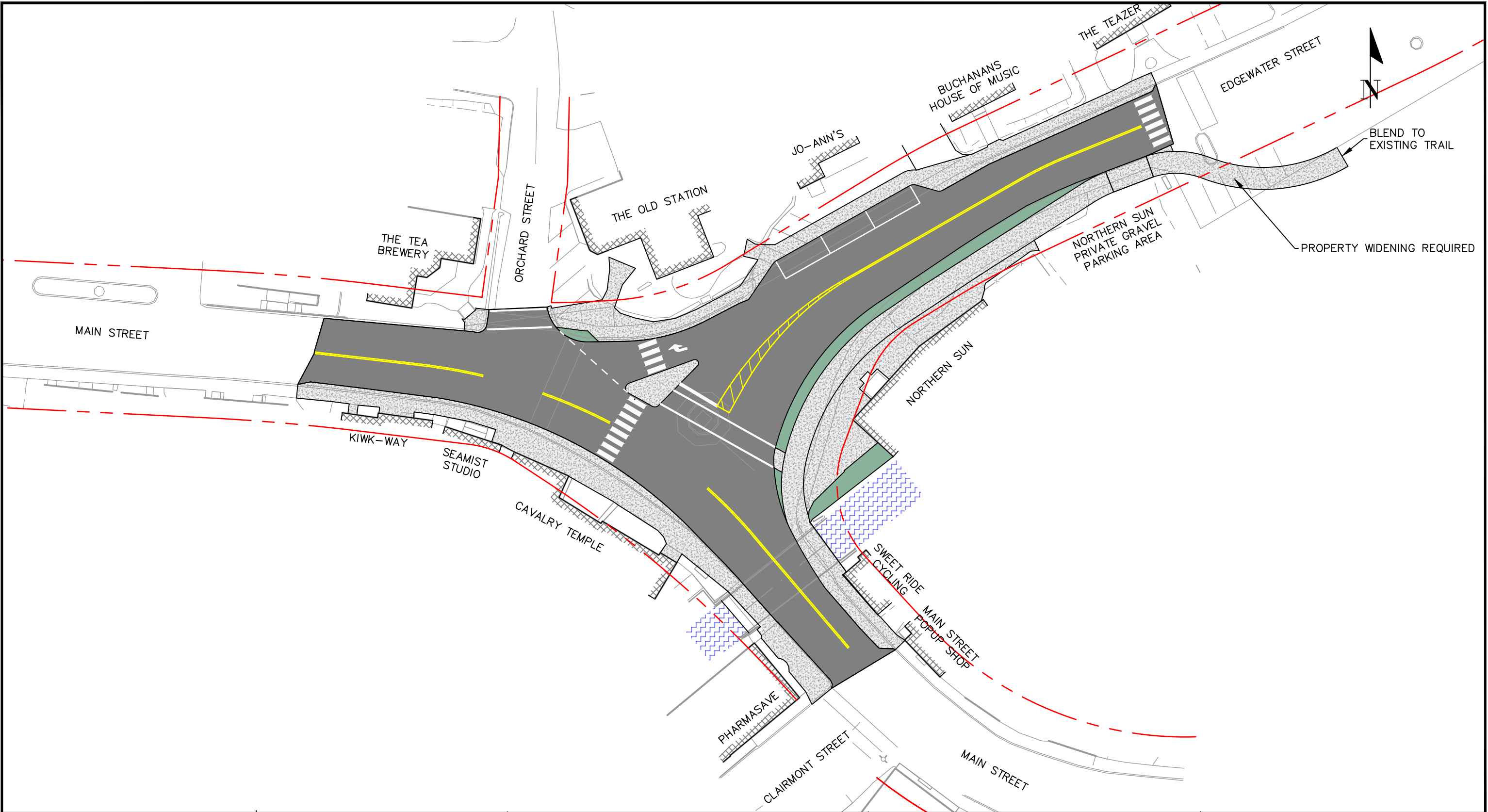


<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>APRIL 11, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 2 MAIN STREET T-INTERSECTION</b></p>
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<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>APRIL 11, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 2A ALL WAY STOP</b></p>
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<p>CLIENT:</p> <p><b>TOWN OF MAHONE BAY</b></p>	<p><b>wsp</b></p> <p>WSP Canada Inc. 1 Spectacle Lake Drive Dartmouth, Nova Scotia, Canada B3B 1X7 T 902-835-9955 F 902-835-1645 www.wsp.com</p>	<p>Drawn: <u>C. MACPHERSON</u></p> <p>Reviewed: <u>P. HATTON / G. O'BRIEN</u></p> <p>Project #: <u>231-00016</u></p> <p>Date: <u>APRIL 11, 2023</u></p> <p>SCALE: 1:500 METRIC</p> <p>10 8 6 4 2 0 10 20 30</p>	<p>PROJECT:</p> <p><b>MAIN ST. AND EDGEWATER ST. INTERSECTION RECONFIGURATION</b></p>	<p>TITLE:</p> <p><b>CONCEPT 3 EDGEWATER STREET T-INTERSECTION</b></p>
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A meeting of the Policy & Strategy Committee for the Town of Mahone Bay was held on Monday, April 27, 2023 at 7:00 p.m. in Council Chambers.

Present:

Mayor David Devenne (virtual)  
Deputy Mayor Francis Kangata (chair)  
Councillor Penny Carver  
Councillor Joseph Feeney  
Councillor Suzanne Lohnes-Croft  
Councillor Richard Nowe  
Councillor Kelly Wilson  
Acting Town Clerk & Deputy CAO, Kelly Redden

Absent: CAO, Dylan Heide (regrets)

Gallery:

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

1. Approval of Agenda

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

2. Minutes

A motion by Councillor Feeney, seconded by Councillor Nowe, "THAT the minutes of the March 27, 2023 meeting be deferred to the next meeting of the Policy and Strategy Committee." Motion carried.

3. Council Policy

The committee received feedback from resident Anya Hollow concerning the 15-minute public input session ahead of each regular council meeting.

A motion by Councillor Carver, seconded by Councillor Lohnes-Croft, "THAT the committee recommend that Council amend the council policy to include a public input session within the formal agenda of council and remove the public input session ahead of the regular council meeting." Motion carried.

#### 4. Facilities Booking Policy

The committee suggested edits to the Facilities Booking Policy.

A motion by Councillor Wilson, seconded by Councillor Lohnes-Croft, "THAT the committee recommend that Council adopt the Facilities Booking Policy as amended." Motion carried.

#### 5. Next meeting

##### 5.1 Date and Time

The next meeting of the Policy and Strategy Committee will be held at 7pm on Monday, May 29, 2023.

##### 4.3 Agenda for next meeting

The agenda was not set for the next meeting of the committee.

With no further agenda items, the meeting adjourned at 8:16pm.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Deputy Mayor Francis Kangata

Clerk, Kelly Redden

## 1.0 Purpose

The purpose of this policy is to provide a standard set of guidelines concerning the procedures of Council and Town Council meetings. This policy will provide Council, staff and community members with a reference for Council procedures, meeting schedules, and roles and responsibilities of Council members.

All meetings of Council must be held in accordance with the Municipal Government Act.

## 2.0 Scope

The Town Council Policy applies to all members of Town Council as well as Town staff and any members of the public in attendance or participating in a Town Council meeting and meetings of Town Council Committees (except as noted in the Town of Mahone Bay Committees policy).

The Town Council Policy will repeal and supersede any and all previous policies held by the Town of Mahone Bay regarding and/or governing Town Council and Town Council meetings.

## 3.0 Council

3.1 Town Council: Council shall consist of seven elected members; five Councillors, a Deputy Mayor and a Mayor.

3.2 Organization of Council: At the first meeting of Council after a regular or special election, the Council shall meet and administer the required oaths and appoint one of their number to be Deputy Mayor.

3.3 Appointment of Deputy Mayor: The candidate who received the most votes at the polls of the municipal election shall be appointed Deputy Mayor on their consent to this appointment. If the person appointed as Deputy Mayor ceases to be a member of Council, or if the candidate who received the most votes does not consent to the appointment, then the member of Council who received the next highest number of votes at the most recent election shall be appointed Deputy Mayor for the balance of the term on their consent to this appointment.

If those nominated for Council are acclaimed, then the Councillor with the longest service on Council shall be appointed Deputy Mayor, on their consent to this appointment. In the event that this isn't possible, the selection will be made by motion of Council. If the person appointed as Deputy Mayor ceases to be a member of Council



then the member of Council with the next longest service on Council shall be appointed Deputy Mayor for the balance of the term on their consent to this appointment.

3.4 Responsibilities of Council: Members of council are expected to review pre-meeting packages provided, attend Council meetings and committee meetings as scheduled, respond to correspondence and attend special events. Council members are to conduct themselves in accordance with expectations as set forth by the Town of Mahone Bay.

3.4.1 The Council **as a whole** provides direction on the administration of the Town to the Chief Administrative Officer. **All council members are required to vote during meetings and any non-vote will be deemed as a vote against the issue.**

3.4.2 **No individual Council member shall instruct or give direction to an employee of the Town.**

3.5 Responsibilities of Deputy Mayor: The Deputy Mayor will act in the absence or inability of the Mayor or in the event that the office of Mayor becomes vacant.

3.6 Responsibilities of Mayor: The Mayor will preside over meetings of Council. Prior to the meeting, the Mayor will consult with the CAO concerning the meeting agenda **prior to the agenda being published**. The Mayor **shall may** monitor the administration and government of the Town. The Mayor may call a special meeting should an issue arise that requires immediate attention. Where the Mayor determines that there is an emergency, the council may meet without notice or with such notice as is possible in the circumstances. The Mayor shall also act as a public spokesperson in the media; if required, this can be designated to another member of Council or staff.

#### 4.0 Council Meetings

4.1 Regular Council Meetings: The Council meeting schedule is determined by Council, the CAO and the Town Clerk on an annual basis. No notice is provided for regular meetings.

4.1.1 Meeting Calendar: **There will be a meeting calendar available to Council and the public by January 2<sup>nd</sup> of each year, posted at the Town Hall and on the Town website. This calendar will list all regular meetings of the Town Council and council committees.**

**Staff will provide electronic invitations to Council members for all regular meetings of Council in a calendar year by January 2<sup>nd</sup> of that year. Council members will receive an automated reminder to submit agenda items one week prior to each meeting.**

4.2 Special Council Meetings: The Town Council shall hold Special Council meetings as may be necessary or expedient for the transaction of Town business. Special Council meetings will follow the same procedures as regular Council meetings. The CAO shall give the public three business days notice of special meetings by posting at the Town Hall and on the Town website. Failure to provide public notice does not invalidate the meeting.

4.3 Emergency Meetings: Emergency meetings are Special Council meetings held in response to an emergency as determined by the Mayor.

~~4.4 Meeting Calendar: There will be a meeting calendar available to Council and the public by January 2<sup>nd</sup> of each year, posted at the Town Hall and on the Town website. This calendar will list all regular meetings of the Town Council and council committees.~~

~~\*\*\* move to 4.1\*\*\*\*~~

4.4 Council Meeting Packages: The Town Clerk shall distribute a Council package containing all the relevant documents for each regular or special meeting including: an agenda; minutes; documents corresponding to **presentations** or Council items; and staff reports or other materials necessary to the meeting as per the agenda. The Council package will be distributed a minimum of three business days prior to the meeting. For special meetings these timelines may be reduced. Council meeting packages for regular meetings will be posted on the Town website three business days in advance of the Council meeting; special meeting packages will be posted in advance if possible. Closed session materials that are pre-distributed to Council members or circulated in closed session are deemed confidential information and shall not be released to the public; physical and electronic copies are to be destroyed following the meeting.

4.5 Agenda: Draft agendas for Council meetings are completed through consultation between the CAO and Town Clerk. Agenda items may be added by Council members, Town staff and the public as specified in this policy.

Council agendas are posted on the Town website and in pre-determined public locations three business days prior to the Council meeting.

4.6 Minutes: At regular meetings of Council, except when Council resolves to defer the approval of minutes for a maximum of one additional meeting, the minutes of the previous regular meeting and subsequent special meetings will be reviewed and after all necessary corrections and amendments have been made, the minutes shall be approved by Council. To facilitate this process draft minutes will be circulated five business days prior to each regular meeting and the Town Clerk will bring an updated version reflecting any suggested corrections to the meeting for approval. The minutes shall be restricted to a record of the date, location, time, **absence and regrets, gallery attendance,** Council members and staff present, and the outcomes and actions taken on all agenda items. The approved minutes will be signed by the Clerk and the Mayor, or their designates. The original, signed and sealed minutes shall be kept by the Clerk. Within three business days of approval, minutes will be uploaded onto the Town website.

4.7 Recordings: Regular Town Council Meetings and Special Town Council Meetings will be recorded and **uploaded livestreamed** to the Town of Mahone Bay's video platform for public viewing and information. **Audio recordings will be taken as a backup but will not generally be saved.** Recorded content that is threatening, racist, and/or otherwise discriminatory and/or if it pertains to personnel or public safety matters may be redacted from the record by the Town Clerk. Closed sessions will not be recorded.

The approved written Minutes for meetings, presented to Council by the Town Clerk, remain the official record of Council meetings.

**Presenters** will be advised that the meetings are recorded.

4.8 Staff: The Chief Administrative Officer and the Town Clerk will generally be in attendance at meetings of Council. The CAO will assist and inform Council, the Clerk will keep a record of the meeting and may, at the discretion of the Clerk, appoint recording secretaries as appropriate. Other members of staff may be present at the invitation of Council, as directed by the CAO.

4.9 Quorum: As per the Section 20 of the Municipal Government Act quorum will be achieved by a majority of the maximum number of persons that may be elected to Council. In the case of quorum not being met within 15 minutes of the appointed meeting time, or if quorum is lost during a meeting, the meeting will be adjourned and rescheduled.

4.10 Chairperson: Once quorum is met, the Mayor, if physically in attendance, will chair the meeting. If the Mayor is not expected to be present or is not present within 15 minutes of the meeting's starting time, the Deputy Mayor shall take the chair and preside during the meeting or until the arrival of the Mayor. If neither the Mayor nor Deputy Mayor is physically in attendance within fifteen minutes of the meeting's starting time, the Chief Administrative Officer shall call the meeting to order and the Councillors present shall appoint one of the members the Chair and they will preside during the meeting or until the arrival of the Mayor or Deputy Mayor.

The Chair may vote on any motion but may not introduce motions. If the Chair wishes to introduce a motion they may request that another member of Council temporarily take the Chair; this will be recorded in the minutes.

4.11 Breaks: Once a meeting has exceeded 2 hours, the Chair will entertain a motion for a 15 minute break.

4.12 Order of Business: **Following the offering of a land acknowledgement**, the order of business at a regular or special Council meeting shall generally adhere to the following structure:

- a) The Chair will call the meeting to order;
- b) Approval of the meeting agenda;
- c) Approval of the Minutes of the last regular meeting and of any special meeting(s) held since the last regular Council meeting;
- d) **Public Input Session**
- e) Presentations from the Public;
- f) **Correspondence – actionable items;**
- g) **Correspondence – information items;**
- h) Consideration of reports of staff;
- i) Motions or items brought forward by Council;
- j) Reports from Council Committees and external boards and commissions of which the Town is a member

- k) New Business;
- l) Closed session if required;
- m) Adjournment.

4.13 Public Input Session: The fifteen (15) minutes prior to the Call to Order of regular Council meetings will be allocated for a public input session. Members of the public who have comments to make will be asked to state their place of residence and will be allotted an equal share of the time allotted for public comments.

4.13 Public Input Session: Fifteen minutes after the approval of the minutes will be reserved for a public input session. Members of the public who have comments to make will be asked to state their place of residence and will be allotted an equal share of the fifteen minutes for public comments. This is a standing agenda item and will be skipped if no citizens attend the meeting to provide input.

The minutes will reflect the name and residence of those who speak as well as the general topic about which they spoke. No motions or decisions shall be introduced by Council at the public information session; Council members may raise items under New Business as per the provisions of this policy.

4.13 Approval of Agenda: At the beginning of each Council meeting, Council shall approve the meeting's agenda. At this time an item can be added by a Council member under the category of New Business. If an item is deemed to be of a time-sensitive nature it may be added under Items brought forward by Council with a motion to amend the agenda, if this motion fails the item may still be added under New Business.

4.14 Presentations: Organizations or individuals are able to make presentations, in person, at Town Council meetings. A maximum of two presentations can be scheduled for any one meeting of Council—emergency situations exist or there is cause for more or less presentations as determined by the CAO and Mayor, unless there is cause to alter the presentation availability as may be necessary or expedient for the transaction of Town business.

Presentation applications must be accompanied by an Executive Summary, any background information or any written documentation relating to the issue and must specify any requests of the Municipality for circulation with the agenda. Presentations must generally submit a completed Presentation Application Form (attached as a schedule to this policy) to the Clerk for approval a minimum of five business days prior to the Council meeting; applications are available at Town Hall and on the Town website. Invited presenters will not be requested to complete the presentation form and may be afforded more time at the discretion of the Chair.

Approved presentations are allotted 10 minutes to present to Council; if more time is needed for special consideration, a special meeting can be scheduled to receive the presentation of a delegation.

The Chair shall interrupt the presentation when the 10 minute timeframe is exceeded and ask direction from Council on whether the presentation shall continue. If the Chair

rules that the presentation is concluded, the person or persons appearing shall withdraw, and the decision of the Chair shall not be subject to challenge.

No motions or decisions shall be introduced by Council concerning a presenter's requests at the same Council meeting as the presentation save for motions to refer an issue to a Council Committee or to staff.

A request to present may be refused if the content is threatening, racist, and/or otherwise discriminatory and/or if it pertains to personnel or public safety matters.

4.15 Correspondence: Correspondence to Council and/or correspondence requiring the attention of Council will be placed on the agenda. ~~in two categories; Action (for correspondence requiring a response of Council) or Information.~~ Correspondence must include ~~have~~ a full name, address or place of residence, and contact information ~~included~~; anonymous correspondence will not be accepted. For a piece of correspondence to be added to the agenda for an upcoming council meeting, it must be received by the Town Clerk no later than five business days before the meeting. Receipt of correspondence will be acknowledged with a response indicating whether it will be forwarded or appear on a Council agenda.

Council members will speak only to items requiring action.

4.16 Staff Reports: Reports from staff will be provided to Council in the Council package; the reports may include recommendations which require motions. A report on tasks previously assigned by Council will be provided on each agenda. The CAO will respond to questions regarding the reports.

4.17 Policy Approval Process: Policies proposed for adoption, amendment or repeal shall be circulated to Council by the CAO and will ~~then~~ be presented for discussion at ~~a the next~~ meeting of Town Council. The policy will then appear ~~on the agenda under Staff Reports be presented for consideration at the next~~ a meeting of Council that is held no less than seven (7) days following the date received for consideration. ~~and will appear on the agenda under Staff Reports.~~

4.18 By-Law Approval Process: By-laws proposed for adoption, amendment or repeal shall be presented at a meeting of Council and given first reading by motion. At least fourteen days before a by-law is read for a second time, notice of Council's intent to consider the by-law shall be published in a newspaper circulating in Town, posted at the Town Hall and posted on the Town website. The notice shall state the object of the by-law, the date and time of the hearing provided for public input, and of the meeting at which the council proposes to consider it and the place where the proposed by-law may be inspected. Council will schedule a hearing prior to second reading, generally immediately prior to the Council meeting where second reading is on the agenda. Only Council members present at the hearing may vote on the motion for second reading. On receiving second reading a notice of the By-Law's adoption, amendment or repeal shall be published in a newspaper circulating in Town.

4.19 Town Council Committee Reports: Town Council Committee Reports will be presented by one of the Council members who sits on the Town Council Committee. The complete draft minutes from each committee meeting will be provided to all of Council for their review in the Council package following their preparation. The Council member will present only the critical highlights of the meetings and motions or items requiring Council action or direction.

4.20 Items brought Forward by Council: Any member of Council may bring forward items of business or interest for consideration by Council. Motions can be made on these items during the meeting. To add a Council item to the agenda Council members must contact the Town clerk in writing in a minimum of five business days prior to the meeting date requesting the item be added; the Council member must provide sufficient background information for inclusion in the meeting package.

Staff will provide Outlook electronic invitations to Council members for all regular meetings of Council in a calendar year by January 2<sup>nd</sup> of that year; once accepted, Council members will receive an automated reminder to submit agenda items one week prior to each meeting.

4.21 New Business: New Business presents an opportunity to raise subjects not previously discussed or included on the meeting Agenda. Council members can provide Notice(s) of Motion for upcoming meetings of Council; motions cannot be made under New Business. The Council member making the Notice of Motion will provide the motion to the Town Clerk for submission to Council in the next Town Council meeting package. Under New Business, Council members may bring forward items of interest to Council and the public and/or ask questions of the CAO.

4.22 Closed Sessions: The Council may meet in closed session as permitted under the Nova Scotia Municipal Government Act to discuss matters relating to:

- a. Acquisition, sale, lease and security of municipal property;
- b. Setting a minimum price to be accepted by the municipality at a tax sale;
- c. Personnel matters;
- d. Labour relations;
- e. Contract negotiations;
- f. Litigation or potential litigation;
- g. Legal advice eligible for solicitor-client privilege;
- h. Public security;

No decision shall be made in closed session except a decision concerning procedural matters or to give direction to staff of, or solicitors for, the Town.

The meeting minutes will note the reason Council met in closed session and the duration, but no other information.

## 5.0 Meeting Procedures

### 5.1 Motions, Voting and Speaking:



- a) All motions shall be decided by majority vote of those present. An abstention will be considered a vote against the motion. If a motion fails to secure a majority of yes votes it will be considered to have failed.
- b) A motion may be withdrawn by the mover at any time, with the consent of the seconder, before the Council has voted on it.
- c) Prior to beginning a vote on any motion a Council member may request a roll-call vote. If a roll call is so requested the Chair will read each member's name in alphabetical order by surname and the member will reply with a yes or no vote.
- d) When any question is before Council only the following motions can be made:
  - i) A motion to amend the original motion;
  - ii) A motion to refer the question to any committee;
  - iii) A motion to defer the consideration of the question to a time specified by motion;
  - iv) A motion that the question be put to a vote;
- e) A motion that the question be put to a vote shall itself be put to a vote without further amendment or debate, but a motion that the question be put to a vote will not itself be put to a vote until every Council member who has not spoken on the question and wishes to speak has been heard.
- f) Once a motion has been defeated the same motion will not be reintroduced for Council's consideration unless significant new information has been provided to Council. The Council will vote to reconsider a motion prior to the motion itself being put before Council.
- g) Any motion of Council may be rescinded by a majority vote. For a motion to rescind to be introduced a notice of motion must have been given at a previous meeting. A motion to rescind cannot be introduced if, as a result of the original motion, contracts have been executed or terminated, or something has otherwise been done as a result of the original motion which the Council cannot undo.
- h) A motion must be seconded before it is debated or discussed.
- i) The Chair will start every question by asking "Is Council ready for the question?" and if no Council member speaks, the chair shall ask the question, after which no Council member is permitted to speak on the motion. A motion must be seconded before it is debated or discussed.

When a motion is to be put to a vote, the Chair will ask "Is Council ready for the question?" and if no Council members speaks the Chair shall ask for the vote; no Council member is permitted to speak after the Chair asks for the vote.



- j) The following questions will be decided without debate:
  - i) A motion to reconsider;
  - ii) A motion to allow any person other than the Council Members or CAO to address the Council;
  - iii) A motion to adjourn.
- k) Every Council member, prior to speaking on any question or motion, will raise their hand and wait to be acknowledged by the Chair before speaking. If more than one Council member raises their hand to speak at the same time, the Chair shall decide who will be allowed to speak first.
- l) No Council member may speak more than twice, without the permission of Council, on any motion except to explain a misconception of their remarks. The mover of a motion shall have the right to reply and sum up in closing the debate; this shall be for a maximum of two minutes and shall not count against the limit of two opportunities to speak on a motion.
- m) No Council member shall speak more than two minutes upon any matter at one time, without the leave of Council.
- n) A Council meeting may adjourn at the conclusion of business without a motion to adjourn.

## 5.2 Points of Order:

- a) It shall be the duty of the Chair, and the privilege of Council members, to call any Council Member to order, who violates any rules contained in this policy. A point of order must be decided before the subject under consideration can proceed.
- b) When a Council member is called to order, the Council member shall remain seated and silent until the point is determined.
- c) A point of order is not debatable amongst other members of Council, unless the Chair invites discussion in an effort to assist in making a ruling. If the Chair permits discussion of a point of order, no member of Council is permitted to speak more than once.
- d) Decisions of the chair on points of order or procedure are not debatable but are appealable by any member of Council. When an appeal is made from the decision of the Chair, the Chair shall simply state the question, "Shall the decision of the Chair be sustained?" which shall be voted on without debate.
- e) If a Council member resists the rules of Council, intentionally obstructs the business of Council or disobeys the decisions of the Chair, or of Council on appeal, on any question of order or practice, after being called to order by the Chair, or otherwise disrupts the proceedings of Council, the member of Council may be ordered by the Chair to leave the Council table provided that a majority vote of Council sustains the expulsion.

If the Council member refuses to leave the table, the Chair may order the member of Council be expelled and excluded from the Council Chambers. Such member of Council may, by vote of Council, later in the meeting or at a subsequent meeting be permitted to re-enter Council Chambers and to resume participation in Council's business with or without conditions.

- f) If any question arises that is not provided for by applicable legislation or this policy, it shall be decided according to the ruling of the Chair.

### 5.3 Attendance at Council Meetings:

- a) Persons who are not Council members or employees of the Town of Mahone Bay who are in attendance during a meeting of Council shall observe silence and order in Council Chambers, unless given permission to speak. Any such persons disturbing the proceedings of Council will be called to order by the Chair, and, if they fail to comply, will be expelled from Council Chambers by the Chair; a majority vote of Council shall be required to sustain the expulsion. Such member of the public may, by vote of Council, later in the meeting or at a subsequent meeting, be permitted to re-enter Council Chambers, with or without conditions. An order of the Chair to expel a person from the Council Chambers constitutes a direction from the Town of Mahone Bay to leave the premises.
- b) Persons who are not Council members or employees of the Town of Mahone Bay who are in attendance during a meeting conducted by means of electronic facilities who disturb the proceedings of Council and fail to comply when called to order by the Chair, as per 5.3 (a) of this policy, will be expelled from the electronic meeting by being disconnected and/or ejected from the meeting. Such member of the public may, by vote of Council, may be permitted to re-join the meeting, as meeting technology permits, with or without conditions.

## 6.0 General

6.1 Questions: For 10 minutes following a Council meeting, there will be an opportunity for the public in attendance to ask questions of Council. Questions must be related to the meeting's agenda. Council members are not obligated to answer.

6.1.1. When a Council meeting goes into closed session following the conclusion of the public meeting, Council will allow a 10-minute question period to receive questions from the gallery before going into closed session.

6.1.2. Members of the public who ask questions during the question period are required to state their name and place of residence, whether they be in the gallery in-person or participating online. Questions submitted without a name and place of residence will not be considered.

6.2 Professional Conduct: All Council members, staff and members of the public are encouraged to maintain professional standards of conduct during all meetings of Town Council. Abusive language or actions can result in expulsion from the meeting, Council Chambers and/or the building. Threatening language, violence, or destruction of property can result in intervention by the RCMP.

6.3 Conflict of Interest: Any Council member with a conflict of interest related to motion or actions of Council, as per the Municipal Government Act, subject to the Municipal Conflict of Interest Act, must declare this conflict. If this conflict occurs in open session, the Council member must excuse themselves from the Council table during the time which the topic is under consideration; if this conflict occurs in closed session, the Council member must excuse themselves from the meeting room during the time which the topic is under consideration. The Clerk will record the date, Councillor's name and the topic of conflict, to be filed with the Council minutes.

6.4 Conducting Meetings by Electronic Facilities: A Council or council committee meeting may be conducted by means of electronic facilities as permitted by MGA(19A). When it is the norm that Council meetings are held in person, electronic participation by a member will be permitted for a maximum of two (2) consecutive regular meetings of Council without leave of Council.

6.4.1 A Council member participating by means of an electronic facility is deemed to be present at the meeting, can be counted toward quorum and can vote, including casting the deciding vote in the event of a tie. If communication is lost during the meeting and cannot be reconnected, the minutes shall reflect when the Council member left the meeting.

6.4.2 A person can only participate electronically in a closed portion of a meeting if they assure Council that they are in a secure location where no other parties can view or hear any part of the closed session. Under no circumstances is any portion of the closed session to be recorded.

6.4.3 While it will generally be the norm that meetings are held in person, a remote meeting may be called as permitted by MGA(19A) and in such case the same expectations of public notice, transparency, and opportunity for public participation as laid out elsewhere in this policy will be maintained as for a physical meeting (via live broadcast on the Town of Mahone Bay's video platform). When a Council meeting will be conducted remotely using electronic facilities this information will be included on the agenda for public information.

Clerk's Annotation for Official Policy Book

Date of notice to Council Members of Intent to Consider  
[minimum 7 days notice]

Date of Passage of Policy

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Town Clerk

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Date



## Facilities Booking Policy

### Purpose

The Town of Mahone Bay manages many properties and facilities for the benefit and enjoyment of residents and visitors. It is the intent of this policy to provide guidelines for the safe use and enjoyment of Town properties by residents and visitors.

### Scope

The Facilities Booking Policy applies to all Town properties and to all persons on Town property.

### General Guidelines

The following general guidelines are to be adhered to for the public use of all Town managed properties:

1. Groups or individuals ~~shall be~~ **are** expected to follow all facility policies, rules, regulations and bylaws.
2. Groups or individuals shall also be expected to follow event policies, rules and regulations instituted by the event holder/renter.
3. All individuals on Town property must behave with civility, **respecting the values of diversity, mutual respect and the quiet enjoyment of others** respecting the rights of others to quiet enjoyment of the facility.
4. Inappropriate behaviour at a Town facility or property shall result in the issuance of a Trespass Notice to the offender(s); if necessary, the police will be called.

Inappropriate behaviour for the purpose of this policy includes, but is not limited to, the following:

- Behaviours that obstruct or hinder the ability of others to use and enjoy Town facilities, or participate in Town programs or events, or compromise the safety and health of others, including staff;
  - Refusal to follow rental agreement and all other related Town policies, procedures and bylaws;
  - Willful damage or vandalism of property;
  - Any criminal behaviour.
5. Legal action and/or additional charges may result pending the severity or nature of a group's or individual's actions.

## Community-Use Facilities

This policy designates some Town owned properties as Community-Use Facilities while those not designated herein have restricted public access.

## Additional Guidelines

Community-Use Facilities may have their own specific guidelines. Additionally, the following guidelines for the public use of all Town properties apply:

- The use of the facilities will not be restricted on the basis of race, national or ethnic origin, colour, religion, sex, **gender**, age or mental or physical ability.
- Notwithstanding the above, the Town Council may reject or approved any proposed use of Town property by motion if, in their judgement, the anticipated use would not comply with the intent of this policy.
- All facilities must be left in the same condition in which they are found. Users are required to remove, at their **own** expense, all materials, equipment or furnishings **that they have provided for the event**. Cleaning of indoor rentals will be done by the Town's cleaners, at the expense of the renter.
- Users of Town properties are prohibited from removing materials from the property for personal or commercial use; removal of materials will be treated as theft.
- Alcohol will **not** be allowed in facilities/properties **only unless** in accordance with Provincial regulations and any facility specific guidelines.

Town Owned Community-Use Facilities that can be booked:

- Baseball Field
- Michael O'Connor Memorial Bandstand
- Fire Station:
  - Hall
  - Community Room
  - Commercial Kitchen

Community-Use Facilities on Town properties which are operated by others who can be contacted regarding bookings:

- Mahone Bay Pool – Mahone Bay Pool Society
- Tennis Courts – Mahone Bay Tennis Club
- Community Sports Field – Mahone Bay Centre & Mahone Bay United
- Mahone Bay Marina – Wooden Boat Society

Other Town Owned Community-Use Facilities which do not require booking include:

- Jubilee Park and Playground
- Edgewater & Main St. Comfort Stations
- Aquatic Gardens Park
- Park & Bayview Cemeteries
- Other maintained green spaces

## Booking of Town Owned Community-Use Facilities

- Bookings are required to reserve the use of facilities.



- Each person or organization wishing to rent/use a facility owned by the Town of Mahone Bay must submit the **corresponding appropriate** Facilities Booking Form **to the Town.**
- Applications for use of facilities will be approved on a first-come, first-served basis with Town programs given priority.
- Facility booking is finalized once agreement is signed, all associated deposits and fees are paid and insurance is arranged.
- The Town of Mahone Bay reserves the right of refusal of any booking at their discretion.
- All booking requests are to be received at least 10 business days in advance of the requested date. Any requests received with less notice may not be considered.

Clerk's Annotation for Official Policy Book

Date of Notice to Council Members of Intent  
to Consider {7 days minimum notice}:

Date of Passage of Policy:

I certify that this Policy was adopted by Council as indicated  
above.

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date



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The quarterly meeting of the Town of Mahone Bay's Police Advisory Board was held on Thursday, April 27, 2023 at 12:00 p.m. via videoconferencing.

Present:

Deputy Mayor Francis Kangata

Mayor D. Devenne

Councillor Suzanne Lohnes-Croft

Darrell Dawson

Annette St. Onge

Katherine McCarron

David Lesiuk

Manager of Public Works & Transportation, J. Uhlman

CAO, Dylan Heide

Acting Clerk and Deputy CAO, Kelly Redden

Cst. Traci Johnston

S/Sgt Victor Whalen

Absent:

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. Approval of Agenda

A motion by Mayor Devenne, seconded by Mr. Dawson, "THAT the agenda be approved as presented."

Motion carried.

2. Minutes

A motion by Mr. Dawson, seconded by Ms. St-Onge, "THAT the minutes of the February 2, 2023 meeting of the Police Advisory Board be approved as presented."

Motion carried.

3. Presentation of Police Reports

Cst. Traci Johnston presented the RCMP Quarterly Report for January – March 2023. Cst. Johnston highlighted the types of calls that RCMP responded to, and additional officers that have been added to the local detachment. Calls for service have increased with better weather.

S/Sgt Victor Whalen updated the committee on the new office location for the Street Crime Unit. S/Sgt Whalen invited the PAB to attend an open house at the Dartmouth detachment on May 17, 2023.

#### 4. Speed Sign Stats

CAO, Dylan Heide updated the committee on the current speed sign statistics. The Committee discussed speed zones within the Town.

#### 5. New Business

##### 5.1 PAB Training

Staff updated the committee on PAB training. The regular July meeting of the committee will be held for training.

Next Meeting: July 27, 2023

The meeting adjourned upon motion at 12:40p.m.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

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Deputy Mayor Francis Kangata

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Acting Town Clerk, Kelly Redden





**Quarterly Police Report  
Town of Mahone Bay  
January to March 2023**

#### **1. LUNENBURG DISTRICT STAFF**

- 1 Staff Sergeant
- 2 Sergeants
- 6 Corporals
- 34 Constables
- 1 Reserve Constable
- 7 Administrative Staff
- Crime Analyst (Covers numerous areas including Lunenburg District)
- Senior Safety Coordinator (Jointly Managed with BPS)

#### **2. SOUTHEAST TRAFFIC SERVICES**

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

#### **3. LUNENBURG DISTRICT FLEET**

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

#### **4. DISTRICT FACILITIES**

- Chester Detachment
- Lilydale Detachment
- Cookville Detachment

## 5. CALLS FOR SERVICE

Between January 1<sup>st</sup> and March 31<sup>st</sup>, 2023 Lunenburg District RCMP received 2,166 calls for service which included Criminal Code, Controlled Drugs and Substance Act, and Provincial Act Investigations.

### Various calls for service statistics within Lunenburg District:

- Lunenburg District members conducted 49 check stops in various locations throughout the county.
- False Alarms - 59
- Wellbeing Checks - 45
- Mental Health Calls – 108
- Sudden Death - 20
- Crime Prevention - 74
- 911 calls - 54
- Assistance to GP – 15

### Calls for service specific to the Town of Mahone Bay:

Between January 1<sup>st</sup>, 2023 and March 31<sup>st</sup>, 2023, RCMP received 67 calls for service in the town of Mahone Bay which included Criminal Code, Controlled Drugs and Substance Act, and Provincial Act Investigations.

- Check Stops – 2
- Written Warnings – 5
- Summary Offence Tickets – 12
- Parking Offences - 2
- False Alarms – 4
- 911 Calls – 1
- Sudden Deaths – 1
- Crime Prevention – 3
- Assistance to GP - 0

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### Calls for Service

Here's a breakdown of some of the notable calls for service in Mahone Bay:

- On January 16<sup>th</sup>, 2023 Mahone Bay NSLC reported the theft of 2 bottles of liquor from their store. On February 20<sup>th</sup>, 2023 a male and female were arrested for this theft as well as several other thefts throughout Lunenburg District. Numerous charges laid resulting in the male being held in custody and the female being released on an order for a court date in May. Lunenburg District SCEU unit assisted general duty members with these arrest and court preparation.
- On February 15<sup>th</sup>, 2023 Lunenburg District RCMP received a complaint of a domestic assault that had occurred at a residence in Mahone Bay. RCMP attended and subsequently arrested a 54-year-old male. He was released from custody by way of an Undertaking with several conditions; 4 counts of assault were laid as a result of this incident, the matter is currently before the courts
- On February 16<sup>th</sup>, 2023 RCMP Traffic Services were in the Town of Mahone Bay conducting pro-active traffic enforcement. Several seat belt charges were laid as well as charges for registration, insurance and inspection.





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**6. District Resources:**

Lunenburg County District is in great shape with regards to employee positions. We currently face a couple of vacancies however we expect these to be filled quickly.

- S/Sgt. Victor Whalen is the District Commander and works out of the Cookville Detachment.
- Sgt. Kelly Plamondon works out of the Cookville office and is one of the Operations Sergeants for Lunenburg District.
- Sgt. Brent Johnston works out of the Chester Detachment and is one of the Operations Sergeants for Lunenburg District. .
- Cpl. Matt Leggett and Cpl. Walter Goliath are Team Leaders of their respective Watches. They also both work out of the Cookville Detachment.
- Cpl. Kyle Doane and Cpl. Brad Williams are two newly promoted corporals for Lunenburg District and are working out of the Chester Detachment as the Team Leaders for their respective watches. Both Kyle and Brad bring with them a varied background in general duty policing as well as major crime. We are pleased to have two new corporals join the Lunenburg District team!
- Cpl. Traci Johnston is the RCMP's representative for the Towns of Lunenburg and Mahone Bay. Cpl. Johnston also supervises Lunenburg District's Community Policing program and School Safety Resource program.
- Cst. Gord Giffin (RCMP) works within the Criminal Intelligence Service of Nova Scotia. Based at the Bridgewater Police Service Office he is responsible to gather local intelligence on crime within Lunenburg County.
- Cpl. Derek McAlpine (RCMP) supervises GIS and SCEU in Lunenburg District. Cst. Aaron Bishop (RCMP) is our Street Crime Enforcement Officer currently working out of Bridgewater Police Office as part of an integrated team working with Bridgewater Police Service. Cst. Paul McCallion (RCMP) is our General Investigative Section member for Lunenburg District working out of the Cookville Detachment.
- Currently within the District there are five members on long-term ODS (over 30 days). One of these ODS members has recently signed her retirement papers after 25 years of dedicated service. Another one of our long term ODS members recently returned to work and we expect another ODS member will be returning by the first of May. We currently have five vacancies, one being the Court Liaison position (Cst.). The process of finding replacements for these positions have

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already been initiated. Two members from outside of division have been identified and the other 3 positions are expected to be filled in the coming months.

#### **7. SCHOOL SAFETY RESOURCE OFFICERS (Lunenburg County)**

Corporal Traci Johnston has taken over responsibilities in managing the Lunenburg Town office as well as the school resource officer program and community policing victim services officer program. Corporal Johnston began this position on October 1<sup>st</sup> but was acting in the Chester Operations Sergeant role until the end of December.

Constable Ted Baily has been seconded to A Watch for the summer and will return to his substantive role as the SSRO for Lunenburg District Schools in September. Constable Leah Beaton remains in the SSRO role at the present time but will be assisting with general duty calls during the summer months when schools are not in session. SSROs are working with local schools and, as before, delivering programs concerning a range of topics including cyber bullying, consent and other social media topics. They are engaged with school staff regarding concerns of drug use and bullying at the school and on the buses. The SSRO's have been pro active in the school zones for traffic related concerns. Cst. Bailey works out of the Chester Detachment while Cst. Beaton works out of the Cookville Detachment.

#### **8. COMMUNITY POLICING VICTIMS SERVICES OFFICER (Lunenburg County)**

Constable Sonia Upshaw has been seconded to C Watch for a period of time to assist with calls for service. Constable Upshaw remains active in the community and took part in a number of community events during the Christmas season. If you or someone you know have any community activities or special events that you would like the RCMP in attendance please contact Cpl. Traci Johnston at the Lilydale Detachment by calling 902-634-8674 or by email: [Traci.johnston@rcmp-grc.gc.ca](mailto:Traci.johnston@rcmp-grc.gc.ca) or Cst. Upshaw at the Chester Detachment by calling 902-275-3583 or by email: [Sonia.upshaw@rcmp-grc.gc.ca](mailto:Sonia.upshaw@rcmp-grc.gc.ca)

#### **9. SOUTH SHORE STREET CRIME (LCD SCEU) / GIS**

The Street Crime Enforcement Unit is a three-member investigative unit integrated with the Bridgewater Police Service (2 RCMPs and 1 Bridgewater Police Member that is led by Cpl. Derek McAlpine of the RCMP. SCEU's mandate is to investigate low to mid-level organized crime and primarily investigates offences under the Controlled Drugs and Substances Act (CDSA) and Criminal Code.

Lunenburg District General Investigative Section consists of 1 RCMP, Cst. Paul McCallion who has recently assumed this position. The mandate of the GIS unit is to investigate more serious, complex and time-consuming investigations.

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**Unit Quarterly Summary: (Success Stories)**

SCEU investigated a suspected trafficker of cocaine in Lunenburg County. As a result of the investigation a Search Warrant was executed and two males and female are currently facing charges of Possession for the Purpose of Trafficking. Over a thousand dollars' worth of cocaine, drug paraphernalia and stolen property were seized.

SCEU investigated a suspected trafficker of cocaine in Lunenburg County. As a result of the investigation a Search Warrant was executed on a residence in Lunenburg. A substantial quantity of cocaine, methadone, mushroom, ketamine and hydromorphone was seized. A male is current facing 5 charges of possession for the purpose of trafficking and weapons offenses.

SCEU assisted with an investigation into a number of break and enters to businesses in Lunenburg. As a result of the investigation a search warrant was executed on a residence and a large quantity of stolen property was retrieved. A male is currently facing a number of charges relating to break and enter, possession of stolen property and drug offenses.

**Human Resources:**

SCEU and GID are currently fully staffed.

SCEU/GIS Statistics for the quarter are:

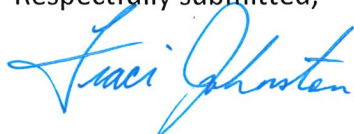
- 2 Criminal Code Search Warrants Executed
- 7 Other Criminal Code Judicial Authorizations obtained
- 5 targeted offenders searched/arrested/charged involved in drug trafficking and property crime in Lunenburg County.
- \$9,000 Value of Property Seized/Recovered.
- \$4,900 Value of Drugs Seized and Cash Seized.

**10. SOUTHEAST TRAFFIC SERVICES**

Please see below the combined traffic work conducted by South Shore Traffic Services as well as Lunenburg County District members aimed at reducing serious motor vehicle collisions and to help improve safety on our roadways.

- **454** SOTS
- **270** Written Warnings
- **49** Checkpoints

Respectfully submitted,



Corporal Traci Johnston





**Town of Mahone Bay Quaterly Statistics**  
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type		2023	2022	Amount of Change	Total for 2023
		Q1	Q4		
		Current	Previous		
Crimes Against Persons					
Offences Related to Death	0	0	0	0	
Sexual Offences	0	0	0	0	
Assault	2	2	0	2	
Kidnapping/Hostage/Abduction	0	0	0	0	
Robbery	0	0	0	0	
Extortion / Intimidation	0	0	0	0	
Criminal Harassment	1	0	1	1	
Indecent   Harassing Comm.	0	0	0	0	
Uttering Threats	0	0	0	0	
Property Crime					
Arson	0	0	0	0	
Break and Enter	0	0	0	0	
Unlawfully in a Dwelling House	0	0	0	0	
Theft Over	0	0	0	0	
Theft of Motor Vehicle	0	0	0	0	
Theft of Other MV / Motorcycle	0	1	-1	0	
Take MV w/o Consent	0	0	0	0	
Theft Under	0	4	-4	0	
Shoplifting	2	0	2	2	
Theft (mail, bicycle, et al)	0	0	0	0	
Theft from Motor Vehicle	0	0	0	0	
Possession of Stolen Goods	0	1	-1	0	
Fraud	2	1	1	2	
Identity Theft	0	0	0	0	
Mischief	1	2	-1	1	
Drug Enforcement					
Possession	0	0	0	0	
Trafficking	0	0	0	0	
Import/Export	0	0	0	0	
Production	0	0	0	0	
Other	0	1	-1	0	





**Town of Mahone Bay Quaterly Statistics**  
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type		2023	2022	Amount of Change	Total for 2023
		Q1	Q4		
		Current	Previous		
Traffic					
	Dangerous Op of MV	0	0	0	0
	Distracted Driving	0	1	-1	0
	Impaired by Alcohol	0	1	-1	0
	Impaired by Drug	0	0	0	0
	Failure/Refusal	0	0	0	0
	Driving while Disqualified	0	0	0	0
	Fail to Stop or Remain	1	1	0	1
	Seatbelt Violation	3	12	-9	3
	Intersection Violation	0	1	-1	0
	Speeding Violation	1	5	-4	1
	Insurance Violation	1	1	0	1
	Road Side Suspension (Alcohol)	0	0	0	0
	Road Side Suspension (Drug)	0	0	0	0
	Collision - Fatal	0	0	0	0
	Collision - Non - Fatal Injury	0	1	-1	0
	Collision - Reportable	5	1	4	5
	Collision - Non Reportable	5	1	4	5
	Off-Road Vehicle Collision	0	0	0	0
	Municipal By-laws	2	0	2	2
	Other Traffic Offence/Violation	9	12	-3	9
	Other Traffic Related Duties	0	0	0	0
	Checkstop	2	4	-2	2
Other					
	911 Call	1	3	-2	1
	Breach of Court Order	2	0	2	2
	Liquor Act	0	1	-1	0
	Mental Health Act	0	0	0	0
	Missing Person	0	1	-1	0
	Municipal Bylaw - Other	0	0	0	0
	Other	21	20	1	21
	Sudden Death	1	0	1	1
	Suspicious P V P	1	1	0	1
	Wellbeing Check	2	1	1	2
	Trespass At Night	0	0	0	0
	HPA (COVID-19) - Offences only	0	0	0	0
	HPA (COVID-19) - Other activities	0	0	0	0
	QUA (COVID-19) - Offences Only	0	0	0	0
	QUA (COVID-19) - Other Activities	0	0	0	0
Total Founded & SUI Occurrences		65	80	-15	65
Total Occurrences*		67	85	-18	67

\*Includes Unfounded and Unsubstantiated





**Town of Mahone Bay Monthly Statistics Overview**  
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type	2023	2023	2023
	January	February	March
<b>Crimes Against Persons</b>			
Offences Related to Death	0	0	0
Sexual Offences	0	0	0
Assault	0	1	1
Kidnapping/Hostage/Abduction	0	0	0
Robbery	0	0	0
Extortion / Intimidation	0	0	0
Criminal Harassment	1	0	0
Indecent   Harassing Comm.	0	0	0
Uttering Threats	0	0	0
<b>Property Crime</b>			
Arson	0	0	0
Break and Enter	0	0	0
Unlawfully in a Dwelling House	0	0	0
Theft Over	0	0	0
Theft of Motor Vehicle	0	0	0
Theft of Other MV / Motorcycle	0	0	0
Take MV w/o Consent	0	0	0
Theft Under	0	0	0
Shoplifting	2	0	0
Theft (mail, bicycle, et al)	0	0	0
Theft from Motor Vehicle	0	0	0
Possession of Stolen Goods	0	0	0
Fraud	2	0	0
Identity Theft	0	0	0
Mischief	0	1	0
<b>Drug Enforcement</b>			
Possession	0	0	0
Trafficking	0	0	0
Import/Export	0	0	0
Production	0	0	0
Other	0	0	0





# Town of Mahone Bay Monthly Statistics Overview

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

Protected "A"

Type of Crime & Occurrence Type	2023	2023	2023
	January	February	March
<b>Traffic</b>			
Dangerous Op of MV	0	0	0
Distracted Driving	0	0	0
Impaired by Alcohol	0	0	0
Impaired by Drug	0	0	0
Failure/Refusal	0	0	0
Driving while Disqualified	0	0	0
Fail to Stop or Remain	1	0	0
Seatbelt Violation	0	3	0
Intersection Violation	0	0	0
Speeding Violation	0	0	1
Insurance Violation	0	1	0
Road Side Suspension (Alcohol)	0	0	0
Road Side Suspension (Drug)	0	0	0
Collision - Fatal	0	0	0
Collision - Non - Fatal Injury	0	0	0
Collision - Reportable	2	2	1
Collision - Non Reportable	2	2	1
Off-Road Vehicle Collision	0	0	0
Municipal By-laws	0	2	0
Other Traffic Offence/Violation	2	4	3
Other Traffic Related Duties	0	0	0
Checkstop	0	0	2
<b>Other</b>			
911 Call	0	0	1
Breach of Court Order	0	0	2
Liquor Act	0	0	0
Mental Health Act	0	0	0
Missing Person	0	0	0
Municipal Bylaw - Other	0	0	0
Other	4	3	14
Sudden Death	1	0	0
Suspicious P V P	0	1	0
Trespass At Night	0	0	0
Wellbeing Check	0	1	1
HPA (COVID-19) - Offences only	0	0	0
HPA (COVID-19) - Other activities	0	0	0
QUA (COVID-19) - Offences Only	0	0	0
QUA (COVID-19) - Other Activities	0	0	0
<b>Total Founded &amp; SUI Occurrences</b>	<b>17</b>	<b>21</b>	<b>27</b>
<b>Total Occurrences*</b>	<b>17</b>	<b>21</b>	<b>29</b>

\*Includes Unfounded and Unsubstantiated





**Lunenburg County District Quarterly Statistics**  
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type	2023	2022	Amount of Change	Total for 2023
	Q1	Q4		
	Current	Previous		
Crimes Against Persons				
Offences Related to Death	1	0	1	1
Sexual Offences	13	6	7	13
Assault	41	53	-12	41
Kidnapping/Hostage/Abduction	0	2	-2	0
Robbery	0	2	-2	0
Extortion / Intimidation	1	2	-1	1
Criminal Harassment	10	7	3	10
Indecent   Harassing Comm.	9	6	3	9
Uttering Threats	35	25	10	35
Property Crime				
Arson	0	2	-2	0
Break and Enter	25	33	-8	25
Unlawfully in a Dwelling House	2	2	0	2
Theft Over	4	5	-1	4
Theft of Motor Vehicle	6	6	0	6
Theft of Other MV / Motorcycle	0	4	-4	0
Take MV w/o Consent	1	3	-2	1
Theft Under	31	52	-21	31
Shoplifting	23	16	7	23
Theft (mail, bicycle, et al)	3	1	2	3
Theft from Motor Vehicle	0	7	-7	0
Possession of Stolen Goods	1	4	-3	1
Fraud	52	40	12	52
Identity Theft	1	3	-2	1
Mischief	62	99	-37	62
Drug Enforcement				
Possession	2	2	0	2
Trafficking	5	11	-6	5
Import/Export	0	0	0	0
Production	0	0	0	0
Other	3	4	-1	3





**Lunenburg County District Quarterly Statistics**  
(Includes Traffic Services and Occurrences taken by Call Back Unit)

Protected "A"

Type of Crime & Occurrence Type		2023	2022	Amount of Change	Total for 2023
		Q1	Q4		
		Current	Previous		
Traffic					
Dangerous Op of MV	0	1	-1	0	
Distracted Driving	32	8	24	32	
Impaired by Alcohol	32	37	-5	32	
Impaired by Drug	0	0	0	0	
Failure/Refusal	0	2	-2	0	
Driving while Disqualified	13	11	2	13	
Fail to Stop or Remain	10	10	0	10	
Seatbelt Violation	10	17	-7	10	
Intersection Violation	22	15	7	22	
Speeding Violation	343	249	94	343	
Insurance Violation	12	17	-5	12	
Road Side Suspension (Alcohol)	0	2	-2	0	
Road Side Suspension (Drug)	0	0	0	0	
Collision - Fatal	0	0	0	0	
Collision - Non - Fatal Injury	15	21	-6	15	
Collision - Reportable	93	114	-21	93	
Collision - Non Reportable	39	47	-8	39	
Off-Road Vehicle Collision	2	2	0	2	
Municipal By-laws	2	0	2	2	
Other Traffic Offence/Violation	315	375	-60	315	
Other Traffic Related Duties	12	3	9	12	
Checkstop	49	59	-10	49	
Other					
911 Call	54	29	25	54	
Breach of Court Order	20	28	-8	20	
Liquor Act	4	12	-8	4	
Mental Health Act	108	132	-24	108	
Missing Person	6	11	-5	6	
Municipal Bylaw - Other	1	5	-4	1	
Other	400	524	-124	400	
Sudden Death	20	19	1	20	
Suspicious P V P	56	47	9	56	
Wellbeing Check	45	59	-14	45	
Trespass At Night	0	2	-2	0	
HPA (COVID-19) - Offences only	0	0	0	0	
HPA (COVID-19) - Other activities	1	0	1	1	
QUA (COVID-19) - Offences Only	0	0	0	0	
QUA (COVID-19) - Other Activities	0	0	0	0	
Total Founded & SUI Occurrences	2,047	2,255	-208	2,047	
Total Occurrences*	2,166	2,421	-255	2,166	

\*Includes Unfounded and Unsubstantiated

A meeting of the Planning Advisory Committee for the Town of Mahone Bay was held on Tuesday, May 2, 2023 at 7:00 p.m. in Council Chambers.

Present:

Deputy Mayor Francis Kangata  
Councillor Suzanne Lohnes-Croft  
Councillor Kelly Wilson (virtual)  
Mayor David Devenne  
Helga Baxter  
Trudie Richards  
Katherine McCarron  
Bryan Palfreyman  
CAO Dylan Heide  
Senior Planner, Garth Sturtevant

Absent:

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

**1. Approval of Agenda**

A motion by Councillor Lohnes-Croft, seconded by Ms. McCarron, "THAT the agenda be approved as presented." Motion carried.

**2. Minutes**

A motion by Councillor Lohnes-Croft, seconded by Ms. Baxter, "THAT the minutes of the April 4, 2023 meeting be approved as presented." Motion carried.

**3. Staff Report and Draft Amending Development Agreement- 995 Main Street**

Garth Sturtevant, Senior Planner, presented his report and draft amending development agreement and answered committee member's questions.

A motion by Ms. McCarron, seconded by Ms. Richards, "THAT the committee recommend that Council accept the recommendation of the Planning Advisory Committee and give 1<sup>st</sup> reading to the amending development agreement for 995 Main Street and, that Council set a date for the Public Hearing for the amending development agreement for 995 Main Street." Motion carried.

**The meeting adjourned by motion at 7:30pm**

**TOWN OF MAHONE BAY**

**TOWN OF MAHONE BAY**

**Chair, Deputy Mayor Francis Kangata**

**Acting Clerk, Kelly Redden**

DRAFT



## Staff Report #1

**Prepared for:** Planning Advisory Committee

**Meeting Date:** May 2, 2023

**Subject:** Amendment to Development Agreement MB2019-001: Request to reduce side South-East side-yard setback

**Prepared by:** Garth Sturtevant, Senior Planner, MCIP, LPP

**Date:** April 12, 2023

<b>APPLICANT</b>	Kim and Brent Kraushar
<b>PROPOSAL</b>	Brief description of the project or development
<b>LOCATION</b>	995 Main Street, Mahone Bay (PID: 60371291)
<b>LOT SIZE</b>	~5924 sq. ft.
<b>DESIGNATION</b>	Open Shoreline
<b>ZONE</b>	Open Shoreline
<b>SURROUNDING USES</b>	The subject property is on the harbour side of Main Street. Nearby uses include residential single unit, and accessory structures including a boathouse on the adjacent property.
<b>NEIGHBOUR NOTIFICATION</b>	Notification is required to occur prior to the Public Hearing. Direct neighbour notification is sent to properties within 30m of the subject property.

## Recommendation

Staff recommend Option 1:

1. Recommend that Council give 1<sup>st</sup> reading to the amending development agreement for 995 Main Street Mahone Bay and set a date for a Public Hearing;



## Background

Kim and Brent Kraushar, owners of 995 Main Street, have requested an amendment to an existing development agreement. The purpose of the amendment is to permit the main building to be located closer to the South-Eastern (side) property line than permitted under the approved agreement.

On April 25, 2019, Town Council approved a development agreement (MB-DA2019-001). The agreement was permitted by the Municipal Planning Strategy and Land Use By-law and was negotiated to allow construction of a residence and potential small scale business use through the existing structures clause. This site is unique in that it is located in the Open Shoreline Zone but was expressly noted as deserving special attention and the ability to redevelop by Development agreement. The proposed residence is intended to replace a previously existing boathouse as noted in the Land Use By-law.

In June 2022, Council was asked to revisit this file when the applicants wished to begin construction. Clauses in the original agreement required Council to confirm they did not wish to discharge the agreement, due to the amount of time that passed between approval of the agreement and permits being issued. Council opted to take no action, thereby allowing the property owners to complete the permit approval process.

## Discussion

During application for a development permit and subsequent discussion with the Development Officer, it has been noted that the proposed location of the new building does not align with the requirements of the approved development agreement. The original plans are those submitted by the property owners in 2019. Per the terms of the original development agreement, the Development Officer is not able to vary the setback distances or approve a permit with less than the required side yard setback.

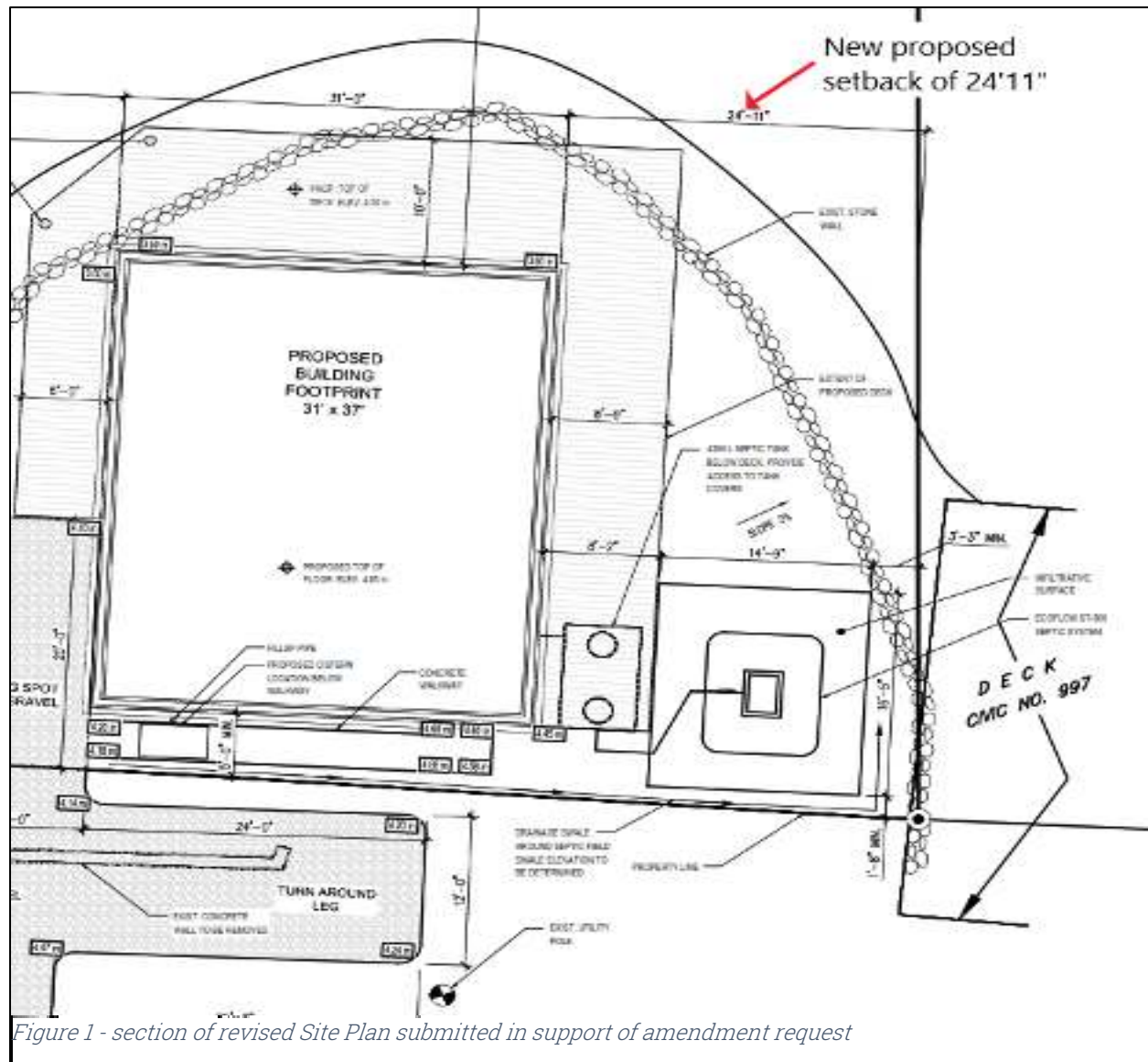
As a result, the property owners have applied to Council for an amendment to the existing development agreement. The purpose of the amendment is to reduce the required side-yard setback from the South-Eastern property line, thereby allowing the current design to receive a development permit.

Clause 6.3 of the approved development agreement states: "the proposed building is positioned on the site as per Schedule "B", where the precise location of the proposed building may vary so long as the following setbacks are maintained: a rear yard setback of 88 feet, a front yard setback of 5 feet, side yard setbacks of 30 feet and 36 feet".

The revised site plan submitted by the property owners indicates that the building will be a minimum of 24 feet 11 inches from the South-East side yard property boundary. The result being a reduction in the side-yard setback of at least 5 feet 1 inch from the original 30 foot setback.



Figure 1 shows the proposed new building location with a side yard setback on the South-Eastern side of 24'11". Appendix B is a draft amended development agreement including the new site plan, reduced setback distance of a minimum of 20 feet from the South-Eastern side property boundary and updated dates and terms to enable the draft agreement to be signed, pending approval from Council.



The stated reasoning for the change in position of the main building is engineering and infill work created a situation where it was necessary to locate the home in the proposed location. The Town has not had an independent engineering analysis to determine the validity of this statement. Given the impact of the change is anticipated to be minor, and the new proposed setback is sufficient for residential uses, staff are comfortable to proceed with the stated reason for the request.

In considering whether the amendment is appropriate, it is prudent to focus on the intent of the original development agreement and what impact the proposed change may have. In this instance, the South-Eastern side yard setback was primarily determined based on the original proposed placement of the structure. While some allowance for flexibility was built-in, the original agreement did not allow for the degree of change now requested. The South-Eastern property boundary abuts a small property with a boathouse. To avoid a repeated process of having to request changes, staff are proposing to reduce the side-yard setback from 30 feet to 20 feet. This will accommodate the revised plans and also provide some additional flexibility should plans change again prior to construction. While the new proposed setback of 20 feet is less than the original 30 feet, it remains a substantial setback for a residential use. Additionally, there is little potential for abutting properties on the water side of Main Street to be developed for residential use. Given these factors, the proposed change is not expected to create or worsen a land use conflict.

The amending development agreement also includes a new setback for the wharf structure upon which the residential dwelling will be built. Setbacks in the existing development agreement are measured from the main building to the property line. With the proposed change, both the building and the supporting wharf structure are proposed to be closer to the South-Eastern property line. The draft amending agreement includes a new setback distance of 12 feet for the wharf and any supporting structure. This would be confirmed prior to a development permit being issued for the work.

### **Policy Analysis:**

The original policy analysis conducted in relation to the approval of the entire development agreement is attached as Appendix A. The analysis has been reviewed and remains unchanged due to the request to relocate the building closer to the South-Eastern side boundary.

### **Conclusion**

Following review of the requested amendment and existing development agreement, the change to reduce the South-Eastern side yard setback from 30 feet to 20 feet appears to be reasonable and in keeping with the intent of the Municipal Planning Strategy. This request is anticipated to allow permits to be issued for construction at the site.

### **Options**

The Committee may choose to:

1. Recommend that Council give 1<sup>st</sup> reading to the amending development agreement for 995 Main Street Mahone Bay and set a date for a Public Hearing;
2. Recommend that Council reject the requested amendment to the existing development agreement;

3. Request additional information from staff or the Applicant for discussion at a future PAC meeting.

## **Attachments**

- Appendix A – Policy Analysis – existing approved development agreement
- Appendix B –Draft Amending Development Agreement

## APPENDIX A:

MPS Policy		Policy Text	Staff Comment
2.1.3	ii)	control land use and development in a manner that will reduce conflicts between incompatible uses and that will not overburden existing services.	<i>The Land Use By-law requires any residential development on the property must proceed through the Development Agreement process. This process is designed to address and mitigate potential land use conflicts. The proposed development fits into the predominantly residential surrounding area.</i>
2.1.3	iii)	minimize any adverse effects of development and change upon the environment of the Town and on the surrounding countryside.	<i>The proposed development uses enabling policy to replace the boathouse that formerly existed on the property. The design of the proposed structures resembles the former structure in its design and orientation.</i>
2.1.3	v)	encourage development and employment opportunities in an attempt to stabilize the Town's declining population in order to maintain and enhance its viability as a town and as a community.	<i>The proposed development represents a growth in the Town's population and residential density.</i>
2.1.3	vi)	encourage development that is compatible with the Town's role as an historic scenic community.	<i>This proposed development and residential structure replaces the boathouse that previously existed on the property. The proposed structure is designed and architecturally controlled to reinforce and contribute to the Town's historic waterfront.</i>

MPS Policy	Policy Text	Staff Comment
2.1.3	vii) protect the aesthetics and environment of the harbour and waterfront and to maximize access to the water.	<i>The proposed development replaces the former boathouse and will be controlled by architectural measures. The proposed structure resembles the previous structure, enhancing the aesthetics of Mahone Harbour. Visual access to the water will be reduced to a level similar to that which was impeded by the former boathouse. Physical access to the waterfront will be provided for the owners of the property through a wharf and floating dock.</i>
2.1.3	ix) encourage residential growth	<i>Residential development on this property is permitted through the Development Agreement process. The subject proposal utilizes enabling policy to facilitate residential growth in the Town.</i>
2.1.3	xii) encourage year-round residential and commercial opportunity.	<i>Residential development on this property is permitted through the Development Agreement process. The proposed structure is built with the intention of being able to be inhabited as a year-round dwelling. Staff have included a clause within the Draft Development Agreement to prevent the structure from being used as a tourist home.</i>
2.2.6	Map 4, the Land Use Designation map, which is attached to this Planning Strategy is a generalized representation of the intended pattern of future land use in the Town.	<i>The subject property is designated Open Shoreline within the Municipal Planning Strategy. The proposed residential development is permitted though the Land Use By-law and policies within the MPS.</i>

MPS Policy	Policy Text	Staff Comment
<b>3.1.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue traffic hazards, result in undue traffic congestion, or unduly interfere with pedestrian movement on Public Streets.	<i>The proposed structure will be set back approximately 7 feet from the highway right-of-way. An additional driveway has been proposed to reduce traffic hazards and congestion when accessing and exiting the property from Main Street. The Director of Operations for the Town has indicated the proposed development will not create undue traffic hazards, result in undue traffic congestion, or unduly interfere with pedestrian movement on Public Streets.</i>
<b>3.2.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue demands on the water system.	<i>The property is not serviced by the Town's water system. An on-site water cistern will be used to provide water to the residence.</i>
<b>3.3.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue demands on the sewage collection and treatment system.	<i>The property is not serviced by the Town's sewage collection and treatment system. The Developer has proposed and has an approved permit for an on-site sewage disposal system.</i>
<b>3.7.3</b>	Not to approve any Land Use By-law amendment or Development Agreement, until Council is satisfied that the development proposal will not create undue demands on the electric power distribution system.	<i>The Director of Operations for the Town has stated the property is able to be serviced by the electrical power distribution system without creating undue demands.</i>



MPS Policy	Policy Text	Staff Comment
<b>3.10.3</b>	To encourage a variety of housing types throughout the serviced area of the Town which makes efficient use of the existing infrastructure.	<i>The Developer is using enabling policy to construct a residential structure on this property. The property is outside of the water supply and sewage disposal service areas but can be connected to the Town's electrical distribution system. Water supply will be provided through an on-site cistern while sewage disposal will be provided through an on-site biofilter septic system.</i>
<b>3.10.5</b>	To consider the impact of continued and accelerating sea level rise in the design and construction of infrastructure.	<i>The subject proposal includes shoreline protection in the form of a rock wall / retaining wall to prevent erosion of coastal material and sediment. Additionally, the residence is situated atop infill and a series of pilasters at an elevation of 3.2 m (10 ft-6"). The proposed coastal armouring and elevation of the structure are supported by the recommendations of the 2016 CBCL Report titled <b>Mahone Harbour Flood Prevention and Shoreline Enhancement Plan</b>. The Plan recommends coastal structures to be placed between 2.8 m (50-year lifetime) and 3.6 m (100-year lifetime) in elevation to accommodate sea level rise and storm surge. The report also recommends a rock wall at a height of 3.8 m to prevent overtopping along portions of the road. This should be considered; however, it is noted that the report generalizes portions of the Lighthouse Route and these recommendations are not specific to the property at 995 Main Street. Further discussion can be found below.</i>

MPS Policy	Policy Text	Staff Comment
4.5.1	<p>when considering Development Agreements, to have regard for the architectural character of any proposed new building, addition, or alteration, in comparison with the established architectural character of pre-1919 buildings within Mahone Bay in terms of height, bulk, scale, roof shape, relationships of windows and doors and architectural details.</p>	<p><i>The ridge of the proposed building is 4 ft – 6” higher than the former boathouse while the bulk, shape, and orientation of the former and proposed buildings are similar. The proposed structure is 3 feet wider and 22 shorter than the former boathouse. Both the former boathouse and proposed structure employ an open gabled roof. In the immediate surrounding area, gabled, dormer, and hip styled roofs can be found. The roof will be surfaced with black asphalt shingles.</i></p> <p><i>Horizontal spruce siding is employed on the proposed structure. Horizontal siding is in keeping with the use of horizontal siding that predominates the area. Siding material and orientation is not regulated within the MPS or LUB for this property (only in Harbourfront Commercial Zone).</i></p> <p><i>The street facing façade limits the use of windows and doors to reinforce the character of the former boathouse. On the North and South elevations, windows appear as individuals and in pairs and are of vertical orientation. On the harbourfront elevation, individual and triple windows are proposed. Staff is requesting further discussion from the Planning Advisory Committee.</i></p>

MPS Policy	Policy Text	Staff Comment
<b>4.5.2</b>	designate an Architectural Control Area as show on Map 4, the Land Use Designation Map, within which the architectural style of the public facades of all buildings will be strictly controlled. This is intended to include the front portion of the land fronting on Edgewater Street and of the land fronting on Main Street from 255 Main Street at the corner of Long Hill Road easterly to the Town boundary at Maders Cove.	<i>The subject property is located in the Architectural Control area. See <b>4.5.1</b> and <b>6.4.2 (h)</b> for further discussion.</i>
<b>4.5.3</b>	within the Architectural Control Area, the Land Use By-law shall include special provisions controlling new construction as well as alterations of and additions to existing structures in order to ensure that these developments are compatible with the established character of the area. These special provisions shall control architectural style, building length to width ratio, the appearance of exterior cladding and roofing materials, height, shape, and the size and ratio of windows and doors.	<i>The subject property is located in the Architectural Control area. See <b>4.5.1</b> and <b>6.4.2 (h)</b> for further discussion.</i>
<b>4.6.2</b>	designate an Open Shoreline area as show on Map 4, the Land Use Designation Map, for restricted activities which will preserve the open character of the area and to establish in the Land Use By-law a corresponding Open Shoreline Zone. This area is intended to include all of the shoreline not designated for various commercial or industrial uses.	<i>The proposed development is permitted through the Land Use By-law and policies in the MPS.</i>
<b>4.6.4</b>	restrict the size and height of new structures in the Open Shoreline Zone of the Land Use By-law	<i>This policy does not apply to the proposed development as it is proceeding through the Development Agreement process. The allowable floor area of the structure is regulated through <b>Policy 4.6.5</b>.</i>

MPS Policy	Policy Text	Staff Comment
<b>4.6.5</b>	consider residential uses by development agreement in the existing boathouse at 995 Main Street only, in accordance with policies 6.4.1 and 6.4.2 and provided the non-commercial uses of the property do not occupy more than 50% of the floor area of the existing building.	<i>The proposed development is restricted to half of the floor area of the former boathouse. The former boathouse had a floor area of 279 m<sup>2</sup> (3,000 ft<sup>2</sup>) with the proposed development having a floor area of 139 m<sup>2</sup> (1,499 ft<sup>2</sup>). All residential uses must be within the structure replacing the former boathouse.</i>
<b>4.9.5</b>	To maintain and improve sewage treatment and storm drainage control to protect the water quality of the harbor, the watercourses and the groundwater.	<i>Staff recommends a clause in the Development Agreement such that storm water is not directed onto adjacent properties or into the Town Sewer. A clause will also be included within the Draft Development Agreement such that no Development Permit shall be issued unless a Stormwater Management Plan prepared by a qualified professional is submitted to the Town.</i>
<b>4.11.6</b>	ensure that where developments are permitted by development agreement or by site planning that the agreement makes provisions for adequate parking to serve the proposal.	<i>The Land Use By-law requires one and one half (1 ½) parking spaces for residential properties. The proposal includes two parking spaces on the property.</i>
<b>4.11.9</b>	ensure that when developments are permitted by development agreement or through site plans that fencing or other screening of storage areas is adequate to provide for the enhancement and preservation of the character of the area, and for reducing conflicts with the surrounding land uses.	<i>No outdoor storage or fencing is proposed for the development. Any outdoor storage or fencing will be subject to the Land Use By-law.</i>

MPS Policy	Policy Text	Staff Comment
<b>4.11.10</b>	require landscaping in any development subject to a Development Agreement or a site plan, in order to enhance or preserve the character of the area, to provide screening or buffers, or to reduce conflict with surrounding land uses.	<i>General landscaping is proposed on the property including the planting of trees and shrubs while also using a combination of grass and natural vegetation. The Director of Operations has indicated the shrubs proposed in the highway right-of-way are permitted.</i>
<b>4.11.12</b>	control outdoor lighting in any development subject to a Development Agreement or a site plan in order to minimize the impact of the lighting on adjacent properties.	<i>External lighting will be of the low-wattage variety. Staff suggest a clause in the Draft Development Agreement to the effect outdoor lighting shall not be directed on adjacent properties or Mahone Harbour.</i>
<b>4.11.19</b>	to regulate the size, location, and use, including human habitation, of accessory structures, such as but not limited to private storage buildings, throughout the Town.	<i>The development is restricted to 1500 ft<sup>2</sup> of residential floor area. All floor area must be included within the main structure, thus accessory structures related to residential uses are not permitted.</i>
<b>6.4.1</b>	That when considering amendments to the Land Use By-law, and in considering Development Agreements in addition to all other criteria as set out in the various policies of this Planning Strategy, Council shall be satisfied that:	
	a) the proposal conforms to the intent of the Planning Strategy;	<i>This policy analysis has not found any aspect of the proposed development that explicitly contradict the Planning Strategy.</i>
	b) the proposal conforms to the applicable requirements of all Town By-laws; except where the application is for a Development Agreement in which case the Land Use By-law requirements need not be satisfied.	<i>The application is for a Development Agreement; therefore this policy is not applicable.</i>
	c) the proposal is not premature or inappropriate due to:	

MPS Policy	Policy Text	Staff Comment
	i) financial ability of the Town to absorb costs related to the development;	<i>No negative impacts are anticipated as a result of this proposal.</i>
	ii) adequacy of Town services, specifically including water supply;	<i>The property is not within the sewage disposal and water supply service areas. The proposed development will not negatively impact electrical supply.</i>
	iii) the adequacy of physical site conditions for on-site services;	<i>The Developer has an approved permit from the Nova Scotia Department of Environment for an on-site sewage disposal system.</i>
	iv) creation or worsening of a pollution problem including soil erosion and siltation;	<i>Coastal armouring along the shoreline will prevent soil erosion and siltation. Staff recommends a clause in the Draft Development Agreement such that an Erosion and Siltation Management Plan to prevent silt and erosion debris from being deposited into Mahone Harbour or neighbouring properties is prepared by a professional and submitted to the Town before Development Permits are issued.</i>
	v) adequacy of storm drainage and effects of alteration to drainage pattern including potential for creation of a flooding problem;	<i>The proposed development has included grading as part of their site design for on-site drainage. Staff recommends a clause in the Development Agreement such that storm water is not directed onto adjacent properties or into the Town Sewer. A clause will also be included within the Draft Development Agreement such that no Development Permit shall be issued unless a Stormwater Management Plan is prepared by a qualified professional and submitted to the Town.</i>



MPS Policy	Policy Text	Staff Comment
	vi) adequacy and proximity of school, recreation, emergency services, and other community facilities;	<i>Within the Town, Mahone Bay Fire Department, Ambulance Service, Bayview Community School (P-9), Mahone Bay Alternate School, the Mahone Bay Centre, and Swimming Pool are all located a short drive from the subject property. The RCMP dispatch is located in Dayspring (15.5 km from Mahone Bay).</i>
	vii) adequacy of street networks and site access regarding congestion, traffic hazards, pedestrian safety, and emergency access.	<i>The Director of Operations for the Town has indicated the proposed layout of access / egress to the property will not create any anticipated issues.</i>
d)	the development site is suitable regarding grades, soils, geological conditions, location of watercourses, flooding, marshes, bogs, swamps, and susceptibility to natural or man-made hazards, including sea level rise.	<i>The subject property is vulnerable to coastal flooding due to sea level rise and storm surge. The property is naturally sloped towards Mahone Harbour and drains in this direction. To mitigate the impacts of sea level rise and storm surge the development includes a rock wall /retaining wall along the shoreline to prevent erosion and placing the home at an elevation of 3.2 m. Staff recommend a clause in the Development Agreement such that the Developer understands the risks of developing this coastal property and the potential threat of sea level rise and storm surge.</i>
e)	that the proposal will not significantly alter the existing character, or stability of the surrounding neighbourhood;	<i>This area is characterized predominantly by single detached dwellings and a neighbouring boatshed. Staff do not anticipate that the proposed development will significantly alter this character or neighbourhood stability.</i>

MPS Policy	Policy Text	Staff Comment
f)	that the proposal will be integrated into the surrounding area by means of good landscaping and sensitive site orientation and with screening provided by means of fences or hedges as required;	<i>The Developer intends to landscape the Main Street side of the property with trees, shrubs while also using a combination of natural vegetation and grass.</i>
g)	all other matters of planning concern have been addressed.	<i>No other matters of planning concern have been identified.</i>
<b>6.4.2</b>	When considering zoning changes and Development Agreements Council shall be satisfied that:	
a)	the development shall not generate emissions such as noise, dust, radiation, odours, liquids or light to the air, water, or ground so as to create a recognized health or safety hazard, and that the impact of such emissions on the development potential and value of properties in the vicinity has been minimized;	<i>As a residential development, no such impacts are anticipated.</i>

MPS Policy	Policy Text	Staff Comment
	<p>b) subject to the physical characteristics of the site, the development shall achieve optimum separation from adjacent properties which are not in a similar use, and screening in the form of fences, vegetation, or berms as appropriate shall be constructed or installed wherever possible in order to minimize impact on the abutting uses;</p>	<p><i>Adjacent and surrounding properties are of similar use. There is a boatshed located on the adjacent property. Residential structures are located on the opposite side of Main Street.</i></p> <p><i>Under the existing structures clause (4.5.12) of the Land Use By-law the area of the proposed structure within the former boathouse's footprint is permitted as it does not further extend or increase an encroachment into the front yard. The area of the proposed structure outside of the footprint of the former boathouse extends the encroachment of the front yard and therefore would require a variance. To accommodate this the Draft Development Agreement establishes yard setbacks for the dwelling structure that confines the structure to where it is situated on the Site Plan with minor allowances to shift the structure's location prior to construction.</i></p> <p><i>The rear yard setback is not satisfied by the proposal based on the location of the proposed wharf; however, as a Development Agreement, zone standards of the Land Use By-law do not need to be met. Where the rear yard setback is not met, staff feel an approval from the appropriate jurisdictions for the wharf is adequate for this development.</i></p>

MPS Policy	Policy Text	Staff Comment
c)	it shall be clearly demonstrated by the applicant that the development can be serviced with central or on-site sewer and water and that the disposal of sewage and other effluents as well as the demand on the water source will not have a negative impact on the quality and quantity of the water resources of the area;	<i>The property is outside of the serviced area for central water supply and sewage disposal. Sewage disposal will be on-site through an approved biofilter.</i>
d)	the traffic resulting from the development will neither create undue traffic hazards, traffic congestion, or pedestrian hazards, nor unduly degrade the accustomed environment of existing residential uses;	<i>The Director of Operations has indicated the proposal will not create undue traffic hazards, traffic congestion, or pedestrian hazards.</i>
e)	sufficient parking and adequate safe access to parking lots shall be provided for the intended use of the property;	<i>Two on-site parking space will be provided that can be accessed by one of two driveways from Main Street. The requirements for a single unit residential structure is one and one half (1 ½) parking spaces.</i>
f)	all areas intended for vehicular traffic, and any areas used for the open storage of equipment or stock shall be surfaced with stable materials to prevent dust from blowing onto adjacent properties, and shall be designed to allow for adequate drainage, snow removal and snow storage.	<i>The parking and driveway surface will be composed of clean gravel. The driveway in front of the residence is sloped at 2% away from the residence to accommodate precipitative drainage.</i>

MPS Policy	Policy Text	Staff Comment
	<p>g) that the proposal does not exceed a height of 13.7 metres (45 feet) above the average surface of the ground around the building (exclusive of chimneys, antennae, flagpoles and church spires) except where this grade is below the grade of the adjacent street, in which case Council may consider an increased height which is otherwise in conformance with this Municipal Planning Strategy provided that the proposed building does not exceed:</p> <ul style="list-style-type: none"> <li>i. 16.7 metres (55 feet) in height and</li> <li>ii. the height of any main building within 15 metres (50 feet) of it, and</li> <li>iii. a height of 13.7 metres (45 feet) above the grade of the street.</li> </ul>	<p><i>Height is measured from established grade, to the midpoint between the eaves and ridges of the roof. Within the Open Shoreline Zone, the maximum height of new dwellings is 8 m (~26 ft-3"). The proposed building has a height of 8.05 m (26 ft-5"), 5 cm (2 inches) taller than the zone standard. As the precise height of the former boathouse is not known and through the Development Agreement process a structure's height can exceed the zone standard, staff find it reasonable to allow the height of the proposed structure so long as it does not exceed a height of 8.5 m (28 ft), a clause that has been included within the Draft Development Agreement. The building is located below the grade of Main Street, meaning it will minimize the visual impact on the surrounding areas. The former boathouse's ridge was at a height of 32 ft while the proposed structure's ridge is situated at 36 ft-6".</i></p>

MPS Policy	Policy Text	Staff Comment
h)	the primary architectural features of the proposal, (including but not limited to bulk, scale, roof shape, building materials, exterior cladding and shape and size and relationship of doors and windows) shall be visually compatible with nearby buildings, as demonstrated by perspective sketches showing the proposal in context with the streetscape.	<p><i>The street front elevation bears resemblance to the former boathouse on the property by limiting the number of windows and doors in addition to the use of an open gable roof. The bulk and scale of the proposed structure is compatible with the former boathouse in the context of the streetscape. The ridgeline of the proposed structure is 4 ft-6" higher while the street fronting face of the building is 3 feet wider than the former boathouse.</i></p> <p><i>In many cases, vertically oriented windows are employed as singles, pairs, or triples with the exception of the street facing façade where no windows are employed.</i></p> <p><i>Horizontal cladding on the building's front, back, and sides is to be composed of wood spruce. The use of horizontal cladding is in keeping with the surrounding properties and the Town. Historically, buildings in working waterfronts were clad in wood or metal material.</i></p> <p><i>The Development Agreement should stipulate the exterior appearance of the materials.</i></p>
i)	that the proposal is compatible with the existing character, or stability of the surrounding neighbourhood	<p><i>As a residential use, the proposed development is compatible with the surrounding residential uses and neighbouring boatshed. Staff believe this development does not negatively impact neighbourhood stability or character.</i></p>



MPS Policy	Policy Text	Staff Comment
j)	Outdoor lighting fixtures, including illuminated signs, shall use the lowest possible intensity consistent with safety, shall use fixtures which eliminate glare and in particular shall not project any glare or direct illumination onto adjacent properties.	<i>External lighting will be of the low-wattage variety. Staff suggest a clause in the Development Agreement to the effect outdoor lighting shall not be directed on adjacent properties or Mahone Harbour.</i>
k)	any residential building shall be located on a site that is not subject to nuisances or a degraded living environment caused by existing land use activities;	<i>The subject property is located in an area that is predominantly residential. No nuisances or degradations are expected.</i>
l)	any residential development shall include usable outdoor recreation space that is suitable for erection of playground equipment, or for other active and passive recreational uses	<i>The development intends to provide useable outdoor space and access to Mahone Harbour for residents of the structure.</i>
m)	any residential development site shall be landscaped with trees, shrubs, lawns, fences, and hard surfaced walkways, as necessary to create a residential living environment;	<i>The Developer intends to landscape the Main Street side of the property with trees, shrubs while also using a combination of natural vegetation and grass.</i>
n)	no Development Agreement shall be approved until all necessary permits required by Federal, Provincial, and Municipal government agencies have been issued or Council is satisfied that the required permits will be issued;	<i>All required permits by Federal, Provincial, and Municipal Governments will be obtained before development permits are issued. The Developer has an approved septic plan from the Department of Environment. Additionally, the Developer has stated they have obtained a permit from the Department of Fisheries and Oceans, Lands and Forestry, and Natural Resources to drive pilasters to support the structure and to build the wharf.</i>

MPS Policy	Policy Text	Staff Comment
o)	where Council determines, on the advice of a qualified person, that there is a significant risk of environmental damage from any proposed development which does not require an assessment under the Environmental Assessment Act, environmental studies shall be carried out by the developer for the purpose of determining the nature and extent of any environmental impact and no agreement shall be approved until Council is satisfied that the proposed development will not create or result in undue environmental damage	<i>Staff feel the proposed development will not require an assessment under the Environmental Assessment Act.</i>
p)	the provisions of Policies 4.5.1 and 4.5.4 (Heritage Preservation) are satisfied.	<i>Policy 4.5.1 is addressed above while Policy 4.5.4 is not applicable for this development.</i>

THIS AMENDING DEVELOPMENT AGREEMENT made this                      day of                      , A.D. 2023

BETWEEN:

**BRENT KRAUSHAR & KIMBERLEY KRAUSHAR** of Halifax Regional Municipality in the  
Province of Nova Scotia, hereinafter called the “DEVELOPER”

OF THE FIRST PART

-AND-

**TOWN OF MAHONE BAY**, a duly incorporated municipal body, hereinafter called the  
“TOWN”

OF THE SECOND PART

**WHEREAS** the DEVELOPER has good title to the lands known as PID 60371291, also known as 995  
Main Street, Mahone Bay, hereinafter called the PROPERTY, as described in Schedule “A” of this  
agreement;

**AND WHEREAS** the Council of the TOWN, at a meeting held on the 16<sup>th</sup> day of July, 2019, approved an  
application by the Developer to enter into a development agreement to permit the construction and  
residential occupation of one residential dwelling unit, the operation of one small scale business which  
occupies no more than 25 percent of the floor area of the building, the construction of a driveway, parking  
spaces, drainage works, residential wharf and landscaping elements.

**AND WHEREAS** the EXISTING AGREEMENT shall remain in effect except as specified within this  
AMENDING AGREEMENT;

**AND WHEREAS** Council remains satisfied that proposed development as amended by this AMENDING  
AGREEMENT is in compliance with the relevant policy statements of the Municipal Planning Strategy;

**AND WHEREAS** the Council of the TOWN, by resolution passed at the meeting on the                      day of                      , A.D. 2023, approved the execution of this AMENDING AGREEMENT by the parties hereto;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the foregoing  
recitals and for other goods and valuable consideration the parties hereto agree as follows:

A. The EXISTING AGREEMENT is hereby amended as follows:

(a) Replace Clause 5.1 with the following:

**5.1 ‘The DEVELOPER undertakes to ensure that construction of the site shown in Schedule “B” commences within eighteen (18) months of the date of this AMENDING AGREEMENT coming into effect.’**

(b) Replace Clause 6.3.3 with the following:

**‘6.3.3 side yard setbacks of 30 feet and 20 feet.’**

(c) Replace Clause 6.5 with the following:

**6.5 prior to any Development Permit being issued, the DEVELOPER shall submit the necessary approvals for the residential wharf and floating dock shown in Schedule “B”, confirming that no part of the wharf, floating dock or support structure is less than 12 feet from any side yard property boundary; and**

(d) Replace Schedule “B” SITE PLAN with the revised **Schedule “B”**, attached to this AMENDING AGREEMENT.

B. SAVE as amended by this Agreement, the EXISTING AGREEMENT dated 16<sup>th</sup> day of July, A.D. 2019, remains in full force and effect

**IN WITNESS WHEREOF** the parties to this Agreement have hereunto set their hands and seals on the day and year first above written.

**BRENT KRAUSHAR & KIMBERLEY  
KRAUSHAR**

**WITNESS**

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

**WITNESS**

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

**TOWN OF MAHONE BAY**

**WITNESS**

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

**David W. Devenne, Mayor**

**WITNESS**

Signature: \_\_\_\_\_

Per: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Kelly Redden, Acting Town Clerk**

PROVINCE OF NOVA SCOTIA

COUNTY OF LUNENBURG,

**ON THIS** this       day of                      , A.D. 2023, before me, the subscriber personally came and appeared \_\_\_\_\_, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that the **TOWN OF MAHONE BAY**, one of the parties thereto, duly executed the same in h\_\_\_\_\_ presence by affixing thereto its corporate seal identified by the signature of David W. Devenne, its Mayor and Kelly Redden, Acting Town Clerk duly authorized officers in that regard.

A BARRISTER/COMMISSIONER OF THE  
SUPREME COURT OF NOVA SCOTIA

PROVINCE OF NOVA SCOTIA

COUNTY OF LUNENBURG,

**ON THIS** this       day of \_\_\_\_\_ , A.D. 2023, before me, the subscriber personally came and appeared\_\_\_\_\_, a subscribing witness to the foregoing Indenture, who having been by me duly sworn, made oath and said that the **BRENT KRAUSHAR & KIMBERLEY KRAUSHAR**, one of the parties thereto, duly executed the same in h\_\_\_\_\_ presence by affixing thereto its corporate seal identified by the signature of \_\_\_\_\_ its \_\_\_\_\_and \_\_\_\_\_, it \_\_\_\_\_duly authorized officers in that regard.

A BARRISTER/COMMISSIONER OF THE  
SUPREME COURT OF NOVA SCOTIA

**SCHEDULE "A"**  
**PROPERTY DESCRIPTION**

**PID # 60371291**

All that certain water lot or lot of land covered with water situate, lying and being in Mahone Bay, in the County of Lunenburg and Province of Nova Scotia more particularly bounded and described as follows:

Beginning at an iron pipe on the high water mark on the Southwest shore of Mahone Bay at the Northeast angle of lands now or formerly of James Hamm;

THENCE North 43 degrees east, 150 feet;

THENCE North 47 degrees West, 132 feet;

THENCE South 43 degrees West, 150 feet to an iron pipe at the high water mark on the said shore and at the Southeast corner of lands formerly of James Whynacht;

THENCE Southeasterly by the shore at high water mark to the place of beginning. Being a water lot No. 22011 as conveyed to George Harris Smeltzer by Grant dated the 28th day of November, 1919 recorded in Grant Book 4 at Page 304 on the 6th day of February, 1920.

SAVING AND EXCEPTING THEREFROM a portion of the said water lot conveyed by Harris George Smeltzer to J. Freeman Smeltzer by Deed recorded in Book 103 at Page 256, being a strip of land 27 feet x 150 feet on the Eastern side of the said water lot.

\*\*\* Municipal Government Act, Part IX Compliance \*\*\*

Compliance:

The parcel originates with an instrument (registration details below) and the subdivision is validated by Section 291 of the Municipal Government Act

Registration District: LUNENBURG COUNTY

Registration Year: 1949

Book: 114 Page: 65 Document Number: 92



**GENERAL NOTES:**

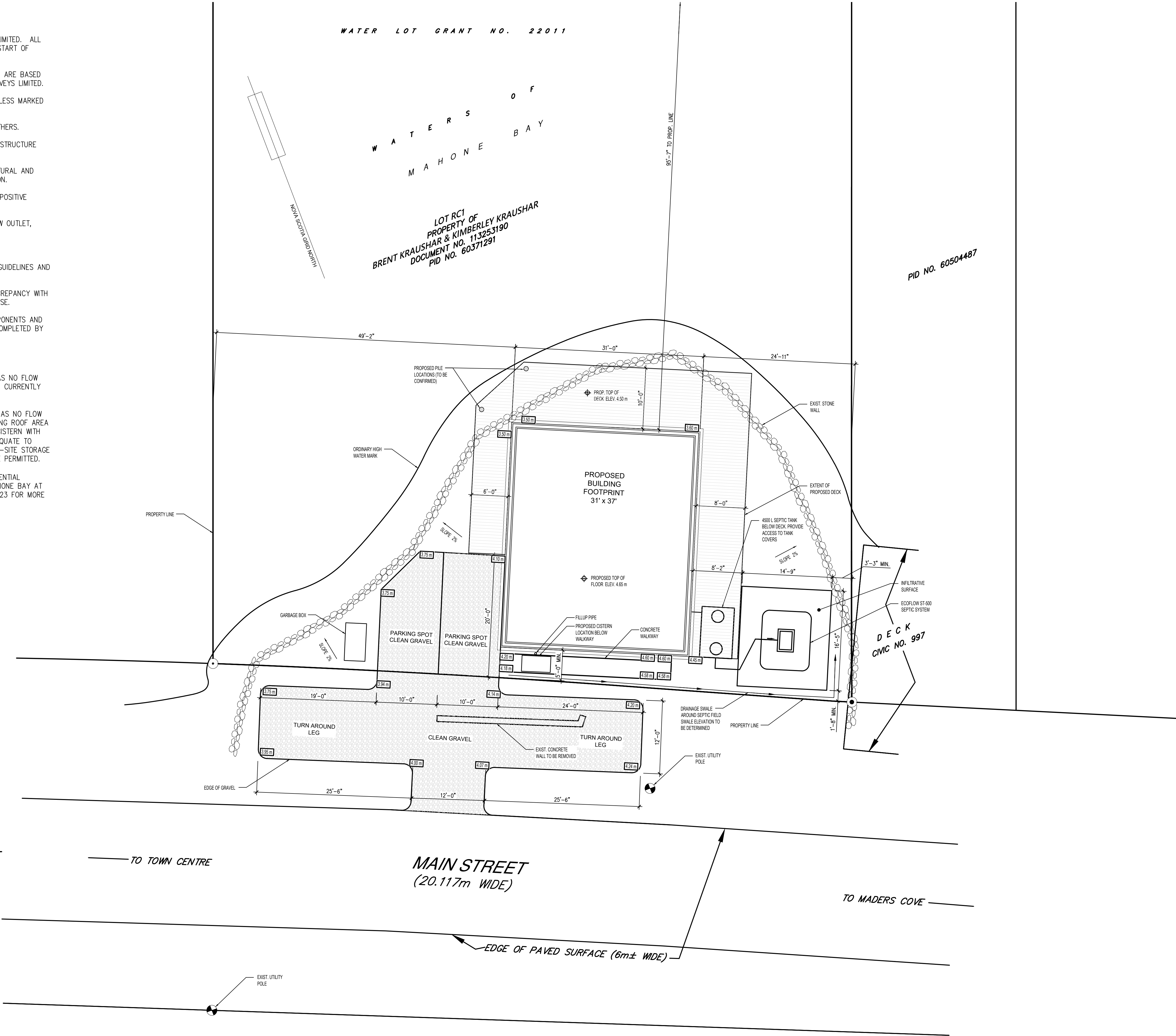
1. SURVEY INFORMATION PROVIDED BY BERRIGAN SURVEYS LIMITED. ALL INFORMATION TO BE CONFIRMED ON SITE PRIOR TO THE START OF CONSTRUCTION.
2. PROPERTY BOUNDARIES, EXISTING FEATURES AND GRADES ARE BASED ON TOPOGRAPHIC SURVEY PERFORMED BY BERRIGAN SURVEYS LIMITED.
3. ALL DIMENSIONS AND SCALES ARE IN IMPERIAL UNITS UNLESS MARKED OTHERWISE.
4. ANY MISCELLANEOUS DESIGNS REQUIRED SHALL BE BY OTHERS.
5. PLAN DOES NOT SHOW LOT IN FULL. PROPOSED WHARF STRUCTURE ALSO NOT SHOWN.
6. CONTRACTOR TO VERIFY ALL DIMENSIONS WITH ARCHITECTURAL AND STRUCTURAL DRAWINGS PRIOR TO STARTING CONSTRUCTION.
7. ALL GRADING SHALL BE DONE ENSURING THAT THERE IS POSITIVE DRAINAGE AWAY FROM THE BUILDING.
8. DOWNSPOUTS ARE TO FLOW INTO CISTERN WITH OVERFLOW OUTLET, ONTO SPLASH PADS OR INTO DRYWELLS.
9. FOOTING DRAIN TILE NOT REQUIRED.
10. INSTALLATION OF SERVICES TO COMPLY WITH MUNICIPAL GUIDELINES AND PROVINCIAL LEGISLATION.
11. PLEASE NOTIFY ENGINEER IMMEDIATELY IN CASES OF DISCREPANCY WITH ANY SITE CONDITIONS OR IF UNFORESEEN SITUATIONS ARISE.
12. SEE ON-SITE SEWAGE DISPOSAL SYSTEM PLAN FOR COMPONENTS AND INSTALL WITH PRESCRIBED CLEARANCES. WORK TO BE COMPLETED BY QUALIFIED CONTRACTORS.

**STORMWATER NOTES:**

1. PRE-DEVELOPMENT FLOW CALCULATIONS NOT REQUIRED AS NO FLOW DEVICES ARE INSTALLED TO LEAVE SITE. ALL RAINWATER CURRENTLY INFILTRATES INTO THE STONE/GRAVEL MATERIAL.
2. POST-DEVELOPMENT FLOW CALCULATIONS NOT REQUIRED AS NO FLOW DEVICES WILL BE INSTALLED. RAINWATER ON NEW BUILDING ROOF AREA WILL BE COLLECTED AND DIRECTED INTO UNDERGROUND CISTERN WITH OVERFLOW. REDUCED STONE/GRAVEL AREA WILL BE ADEQUATE TO DISPERSE RAINWATER THROUGH INFILTRATION AND NO ON-SITE STORAGE AND PUMPING OF STORMWATER OFF OF THE SITE WILL BE PERMITTED.
3. SEE STORMWATER MANAGEMENT PLAN (SWMP) FOR RESIDENTIAL CONSTRUCTION ACTIVITIES LOCATED IN THE TOWN OF MAHONE BAY AT PID 60371291, 995 MAIN STREET DATED JANUARY 21, 2023 FOR MORE INFORMATION.

## SITE SURFACE COVERAGE

SURFACE CLASSIFICATION	AREA (ft <sup>2</sup> )
Concrete	90
Gravel	2053
Landscaped	0
Building Footprint	1147



1	GENERAL REVISIONS	12/27/2022
0	ISSUED FOR PERMIT	12/11/2022
NO.	DESCRIPTION	DATE

## REVISIONS


Geoff Jamieson, P. Eng  
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PROJECT

KRAUSHAR RESIDENCE

995 Main Street, Mahone Bay, Nova Scotia

## SITE PLAN

DRAWN	CHECKED
SEAL 	DATE Dec. 8, 2022
	SCALE $1/8''=1'-0''$
	DWG. NO.

SP1