



The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday April 9, 2024 at 7:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:

Mayor D. DeVenne (virtual)
Deputy Mayor F. Kangata (acting chair)
Councillor J. Feeney
Councillor S. Lohnes-Croft (virtual)
Councillor K. Wilson
Councillor P. Carver
Councillor R. Nowe
CAO, D. Heide
Deputy CAO, E. Levy

Absent:

Town Clerk, K. Munroe (with regrets)

Gallery:

Online & 0 in-person gallery

Land Acknowledgement

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

1. Agenda

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

2. Minutes

A motion by Councillor Wilson, seconded by Councillor Carver, "THAT the minutes of the March 12, 2024 regular meeting of Council be approved as presented."
Motion carried.

3. Public Input Session

No public comments

4. Presentations

4.1 Debra Featherby – Lunenburg County Wheels

Debra Featherby is the fundraiser for Lunenburg County Wheels. Lunenburg County Wheels provides transportation for people with mobility issues, seniors, and people who may not have transportation for various reasons. They have just started servicing Mahone Bay and Lunenburg areas recently.

Ms. Featherby noted the increased cost of operations of Lunenburg County Wheels and some of the funding opportunities they have. She noted that Lunenburg County Wheels had requested that the Mahone Bay Council provide some funds to assist with operations.

5. Correspondence

5.1 Honourable John Lohr, Department of Municipal Affairs and Housing

5.2 Honourable John Lohr, Department of Municipal Affairs and Housing

A motion by Councillor Feeney, seconded by Wilson, “THAT Council receive and file the correspondence.” Motion carried.

6. Staff Reports

6.1 Staff Report to Council

Council received the April 9, 2024 Staff Report to Council.

A motion by Councillor Feeney, seconded by Councillor Nowe, “THAT the April 9, 2024 Staff Report to Council be accepted for information.” Motion carried.

6.2 Staff Report – List of Electors

Council received a staff report requesting that they direct the Returning Officer to use the list of electors used in the most recent federal or provincial election for development of the elector list for the 2024 General Municipal Election.

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council direct the Returning Officer to request access to and use the list of electors used in the most recent federal or provincial election as a basis for the development of the Town of Mahone Bay elector list for the 2024 election.” Motion carried.

6.3 Staff Report – Fishing Dock

Council received a staff report presenting them with additional information on the potential of constructing a floating fishing dock.

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council refer the proposed allocation of \$40,000 for the construction of a floating fishing dock at the Town-owned wharf to the 2024-25 budget process for consideration.”

Motion carried.

6.4 Staff Report – Expense Policy Update

Council received a staff report with a proposal to increase per diem meal rates and a request for clarification around lunch hours.

A motion by Councillor Wilson, seconded by Councillor Feeney, “THAT Council direct staff to update the Schedule to the Expense Policy to reflect the updated Per Diem Meal Rates and Lunch Hours Classification.”

Motion carried.

6.5 Staff Report – Legion Banners

Council received a staff report with a budget recommendation related to supporting the Veteran Banner Initiative.

A motion by Councillor Wilson, seconded by Councillor Nowe, “THAT Council refer the proposed allocation of \$1,000 for the Legion Banners Initiative to the 2024-25 budget process for consideration.”

Motion carried.

6.6 Staff Report – 2024 Pool Season

Council received a staff report presenting them with information concerning the potential maintenance cost associated with opening the Mahone Bay Swimming Pool for the 2024 season.

A motion by Councillor Wilson, seconded by Councillor Carver, “THAT Council include an allocation of \$160,000 for maintenance of the current Mahone Bay Pool in the 2024-25 budget and direct staff to proceed with the work as soon as possible, with the intention to complete the work in time for the 2024 pool season.”

Motion carried.

6.7 Staff Report – Public Works Garage Renovation

Council received a staff report presenting them with information to support the 2024-25 budget process, along with an associated recommendation.

A motion by Councillor Wilson, seconded by Mayor Devenne, “THAT Council refer the proposed allocation of \$320,000, for the renovation of the old Fire Hall for continued use

of the building by the Town, to the 2024-25 budget process for consideration.”

Motion carried.

6.8 Staff Report – Clearway Street Shoulder

Council received a staff report presenting them with information concerning the potential upgrading of the road shoulder on Clearway Street.

A motion by Councillor Lohnes-Croft, seconded by Councillor Carver, “THAT Council refer the proposed allocation of \$80,000 for the proposed widening of the road shoulder on Clearway Street to the 2024-25 budget process for consideration.” Motion carried.

6.9 Staff Report – Proposed Mahone Bay Community Land Co-operative Memorandum

Council received a staff report related to the potential for the Canada Mortgage and Housing Corporation (CMHC) funding to support the cost of conducting environmental assessments on the Town-owned properties on Hawthorn Road in cooperation with the Mahone Bay Community Land Co-operative (MBCLC), as directed.

A motion by Councillor Wilson, seconded by Councillor Carver, “THAT Council approve signing the attached Memorandum of Understanding with the Mahone Bay Community land Co-operative.”

Motion carried.

6.10 Staff Report – Home Program Review

Council received a report presenting them with the report on the HOME Program review.

A motion by Councillor Feeney, seconded by Mayor Devenne, “THAT Council approve joint application to the Federation of Canadian Municipalities Community Efficiency Financing Program – with Berwick and Antigonish – and include \$12,500 for improvement of the HOME Program in the draft 2024-25 budget.” Motion carried.

6.11 Staff Report – Privacy and Data Security Shared Service

Council received a staff report presenting them with an update concerning the proposal for Privacy and Data Security as a shared service through the Municipal Joint Services Board (MJSB).

A motion by Councillor Carver, seconded by Councillor Nowe, “THAT Council direct staff to write to the MJSB, informing them that the Town of Mahone Bay declines to proceed with Privacy and Data Security as a shared service at this time but looks forward to the opportunity to do so in the future, with all MJSB partners participating.”

Motion carried.

7 Council Items

No council items.

8. Committee Reports

8.1 Climate & Environment Advisory Committee

Council received the March 13, 2024 draft minutes of the Climate & Environment Advisory Committee.

A motion by Councillor Carver, seconded by Councillor Feeney, “THAT Council approve the MBARC engagement plan, schedule and budget as attached to the March 13, 2024 minutes of the Climate and Environment Advisory Committee.” Motion carried.

8.2 Heritage Advisory Committee

Council received March 13, 2024 minutes of the Heritage Advisory Committee.

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council support the Heritage Advisory Committee hosting an educational event in May with a speaker from the Heritage Trust of Nova Scotia, to take place in the Community Room at the Fire Station, with associated costs to be drawn from the committees budget.”

Motion carried.

A motion by Councillor Feeney, seconded by Councillor Carver, “THAT Council direct staff to offer an opportunity to the owners of 624 Main Street and 38 School Street to complete the Heritage Property Registration process. If the property owners decline, staff to be directed to remove the heritage property plaques from the buildings.”

Motion carried.

8.3 Watershed Advisory Committee

Council received the March 25, 2024 minutes of the Watershed Advisory Committee.

A motion by Councillor Nowe, seconded by Councillor Wilson, “THAT Council agree to the easement requested by Andrew Parks and direct staff to forward the letter included with the minutes (with attachments) to the Department of Natural Resources.”

Motion carried.

8.4 Policy & Strategy Committee

Council received the minutes of the March 25, 2024 meeting of the Policy & Strategy Committee.

A motion by Councillor Carver, seconded by Councillor Feeney, “THAT Council adopt the amended Community GHG Reduction Action Plan (2024) as presented.”

Motion carried.

A motion by Councillor Carver, seconded by Councillor Nowe, “THAT Council approve the extension of the Climate & Energy Program Manager term position for an additional two years.”
Motion carried.

A motion by Councillor Wilson, seconded by Councillor Feeney, “THAT Council defer the recommendation to host a facilitated inter-committee workshop until 2025.”
Motion carried.

A motion by Councillor Carver, seconded by Councillor Wilson, “THAT Council direct staff to develop a draft Parking Bylaw based on the ‘maximum time free parking’ signage option, for consideration by the Committee.”
Motion carried.

A motion by Councillor Carver, seconded by Councillor Nowe, “THAT Council direct staff to include estimated start-up costs and annual revenues/expenses associated with the introduction of time limited parking in the draft 2024-25 budget.”
Motion carried.

8.5 Asset Management Committee

Council received the minutes of the March 28, 2024 Asset Management Committee.

A motion by Mayor Devenne, seconded by Councillor Carver, “THAT Council adopt the amended Asset Management Policy as attached.”
Motion carried.

A motion by Mayor Devenne, seconded by Councillor Nowe, “THAT Council appoint Helga Baxter as a member of the Town’s Asset Management Committee.”
Motion carried.

A motion by Councillor Wilson, seconded by Councillor Carver, “THAT Council appoint Helga Baxter as a member of the Town’s Planning Advisory Committee.”
Motion carried.

9. New Business

No new business.

10. Closed Session

A motion by Councillor Carver, at 8 : 52p.m., seconded by Councillor Wilson, “THAT Council go into Closed Session to discuss Contract Negotiations; Acquisition, Sale, Lease and Security of Municipal Property; and Litigation as permitted by the Municipal Government Act section 22(2)(e); 22(2)(a); and 22(2)(f) respectively.
Motion carried.

Council came out of closed session at 10:14 p.m.

Business Arising from Closed Session

A motion by Councillor Wilson, seconded by Councillor Nowe, “THAT Council direct the Mayor to sign the Cost-sharing Agreement with the Mahone Bay Community Land Cooperative.”
Motion carried.

A motion by Councillor Feeney, seconded by Councillor Wilson, “THAT Council award CBCL Ltd. the design contract for the Edgewater Street Project at the quoted price of \$488,973+HST.”
Motion carried.

Council adjourned at 10:15 p.m. on conclusion of business.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Deputy Mayor Francis Kangata

Town Clerk, Kelly Munroe





The Special Meeting of Town Council for the Town of Mahone Bay was held on Thursday, April 11, 2024 at 7:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:

Mayor D. DeVenne (virtual)
Deputy Mayor F. Kangata (acting chair)
Councillor P. Carver
Councillor R. Nowe
Councillor J. Feeney
Councillor S. Lohnes-Croft
CAO, D. Heide
Deputy CAO, E. Levy
Manager of Finance, A. Yeadon-Wentzell

Absent:

Town Clerk, K. Munroe (with regrets)
Councillor K. Wilson (with regrets)

Gallery:

Online & in-person gallery

Land Acknowledgement

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

1. Presentation of Draft 2024-25 Annual Budget

Manager of Finance, Ashley Yeadon-Wentzell and CAO Dylan Heide presented the draft of the 2024-25 annual budget.

Council adjourned at 9:37 p.m.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Mayor, David Devenne

Town Clerk, Kelly Munroe



Summary of Proposed Amendments to *Municipal Government Act, Halifax Regional Municipality Charter, & Housing in the HRM Act through Financial Measures Act*

Topics related to development approval process and supporting housing development	
MGA	Remove the requirement for certified copies of planning documents to enable electronic submission of planning documents to the provincial Director of Planning and Minister of Municipal Affairs and Housing. Add regulation-making authority for Minister for submission/filing, review, and approval of documents.
MGA/HRMC	Require an electronic statement from the Clerk to verify that planning documents/amendment to by-law/development agreement are a true and original copy where no certified copy is required, and remove requirement for the Province to return two copies (written notice as per the Act will be returned).
MGA	Allow the Chief Administrative Officer (CAO) to discharge a completed development agreement in part or in whole rather than Council.
MGA	Clarify council's role regarding substantive matters and "approval in principle" of a development agreement where the final administrative contractual details will be dealt with by the CAO without triggering a need to return to Council.
MGA	Require that appeals for site plan and variances must state grounds for appeal and limit an appeal to substantive matters. This includes regulation-making authority for the Minister to prescribe non-substantive matters to which appeals may not be made.
MGA	Enable the requirement of off-site improvements necessary to support the development or the payment of money-in-lieu for the contribution of off-site improvements through a development agreement.
MGA	Allow non-substantive development agreement amendments to be approved by the Development Officer rather than Council (authority exists for council to define substantive and non-substantive amendments within a development agreement).
MGA	Allow councils to provisionally approve a development agreement or an amendment to a development agreement during the same public meeting when the Council passes a: <ul style="list-style-type: none"> • Supporting amendment to the municipal planning strategy; • Supporting amendment to the land-use by-law; and • Supporting amendment to the municipal planning strategy and the supporting amendment to the land-use by-law.

	This provisional development agreement or amendment to a development is approved once the supporting amendment to the municipal planning strategy and/or land use by-law takes effect. Appeal period runs from the provisional approval.
MGA	Authority for Minister of Municipal Affairs and Housing to designate healthcare facilities as a planning area (e.g., long-term care facility) to which municipal development rules related to planning, development, and subdivision do not apply.
Housing in HRM Act	Extension of the Executive Panel on Housing in the HRM for 2 additional years (until 2026).
<i>Topics to support modernization and efficiencies</i>	
MGA/HRMC	Require accommodation marketing platforms to collect and remit marketing levy fees to the municipality directly.
MGA/HRMC	Authorize posting on a municipal website as an alternative method of notice. This applies to the following notices: <ul style="list-style-type: none"> - Public Hearing for Sale or Lease of Municipal Property - Special purpose tax accounts - Sale of Distraigned Goods - Tax Sale Advertisement - Adoption of By-laws - Planning documents (MGA only, changes already made to HRMC) - Notice of sale land no longer required for parks, playgrounds, or public purposes - Notice of Public Hearing for Street Closures
MGA/HRMC	Allow municipalities to serve property tax bills by electronic means if agreed to by persons writing. If electronic means is agreed to, preliminary notices of tax sale also be sent electronically to the person (in addition to mail).
MGA/HRMC	Allow municipalities and villages to sell and lease property below market value for any purpose which is deemed beneficial to the municipality or village by council or the commission.
MGA/HRMC	Allow performance bonding for site plans.
MGA	Provide village commissions a mechanism to request to change the name of a village as chosen by the village commission. The name change could be granted by Governor-in-Council.

Topics to support Code of Conduct	
MGA/HRMC	Allow councils and commissions to be notified in camera of a Code of Conduct complaint making it to the investigation stage.
MGA/HRMC	Require that in addition to the investigator's recommendation, the section under which the Code of Conduct complaint was lodged be made public.
MGA/HRMC	Allow municipalities and villages to collect Code of Conduct fines in the same manner as taxes, and fines will be considered general revenue.
MGA/HRMC	Mayor, councillors, or commissioners who are absent from three or more consecutive regular meetings as a result of being sanctioned will not lose their seat.
Topics relating to other significant administrative items	
MGA/HRMC	Clarify deemed easement on a plan of subdivision is retroactive to the date of the survey or approval of the plan of subdivision, even if that pre-dates the Act.
MGA/HRMC	Changes to requirements for capital reserve funds to reflect changes in public sector accounting standards.
HRMC	Correct the term "setback" in section 250A (1) to "step back".

Note: electronic submission and code of conduct changes will be effective upon proclamation.

Barry Dupuis
167 Long Hill Rd,
Citizen of Blockhouse NS
Fire Tax Ward Clearland NS
To: Honourable Mayor and Council

Re: Fire Services Agreement

I am requesting the fire services agreement between TOMB and the Outside Areas be made available to the citizens whose fire tax is collected by MODL and remitted to the Town. I have included the Town of Lunenburg and Districts 1&2 agreement only as an example to aid in understanding the request.

I am also asking TOMB council to please consider including a similar note in their budgets.

The Town and the Municipal District 1 & 2 have a cost-sharing agreement for the Lunenburg Fire Department. This 20-year agreement renewed in February of 2021 for an additional 5-year term. The agreement automatically renews every 5 years unless one party gives a 1 year termination notice.

District 1 & 2 pays 50% of the operating budget of shareable expenditures only. In addition, District 1 & 2 pays a 6.5% administration charge based on shareable expenditures less any revenue received by the Town for billable fire expenditures. The estimated 2021/22 budget revenue amount to be billed to District 1 & 2 for these shareable operating expenditures is \$184,200

Thank you for any consideration given the matter.

Respectfully Submitted

Barry Dupuis

Barry Dupuis
167 Long Hill Rd,
Citizen of Blockhouse NS
Fire Tax Ward Clearland NS
To: Town of Mahone Bay Honourable Mayor and Council

Wednesday April 17, 2024

Re: Fire Truck Debenture Interest & Principle payments increasing the fire tax rates
Amounting to hundreds of dollars per year increase?

In the 2024/25 Budget under Fire Services Debt Charges there are no line items for Fire Truck Debenture Interest or Fire Truck Debenture Principal, pls refer to page 45 of the budget document. There are line items for the Fire Hall and Fire Station, but no similar line items for the Fire Trucks. My understanding is TOMB has and will be using a line of credit until the trucks arrive; with interest charges only and no associated principal payments being incurred at this time.

Interest only payments will be the case until the longer term debentures are placed. Once the debentures are placed the debt services charges will include interest and principal payments amounting to an additional increase of approximately \$100,000 annually. This increase will persist during the amortization period of the trucks for a period of ten years.

TOMB ratepayers hydrant charge I estimated will increase by \$76,000 a year due to the water budget deficit. This increase will continue beyond the amortization period of the trucks. I understand the hydrant charge increase was to be finalized after the water rate study. The water rate study was requested by Council, 12 Sept 2023 and was expected to be included in the 2024/25 budget.

The fire services 2024/25 budget indicates the remaining fire truck capital will be deployed this budget year. Once the debentures are placed a substantial increase in the fire rates looks imminent. I don't see how a significant increase in fire tax rates can be avoided, perhaps you can explain this.

I have estimated the fire tax rate increases below. I believe it is a reasonable estimate, but you guys are the experts see the below notes for my assumptions*

Outside Area approximately a 42% increase over 2023/24, 11 cents increasing to 15.6 cents per \$100.

TOMB approximately a 31% increase over 2023/24, 20.9 cents increasing to 27.4 cents per \$100.

Previously on the 11th May 2023, Council had requested a Staff Study on the fire rates almost a year ago, it was supposed to be included in the 2024/25 budget document.

I am asking Council to consider, having done so myself, a forward looking estimate is not overly time consuming nor should it require a year to complete.

Where is the fire rate study and why is it not in the 2024/25 budget as directed by Council? How much external borrowing for the fire trucks was placed in previous fiscal years and how much more will be incurred in the current fiscal year 2024/25? How much will our fire tax rates increase as a result of the additional debt service expenses?

Please provide, as previously planned by Council, TOMB's estimated fire tax rates for the ratepayers inside and outside of town, that includes the fire truck debenture interest principal payments. I am sure the taxpayers are open to any reasonably demonstrated assurances Council is willing to provide that our rates going forward will not increase as a result of these additional debt servicing charges if this is the case.

We all need and appreciate the fire services and the volunteers. I along with many, nay say all, will support the fire department through this increase, but for the sake of accountability and transparency please speak to this issue during the budget review meetings. The capital expenditures are listed in the 2024/25 budget so it is an appropriate time to discuss it with the taxpayers. A fire rate increase of this significance will cost hundreds of dollars per year more. The taxpayers deserve to know and be able to budget for it.

Thank you for your consideration on the matter.

Respectfully Submitted

Barry Dupuis

*-Using the 2023/24 fire rates as the basis for % increase

-The debt services charges shared 50/50 between Outside Area and TOMB

-A \$76,000 Fire services hydrant, estimated share of increase due to water services deficit of \$300,000 at 26% to be charged to fire services to be paid by TOMB rate payers (*Water rate study planned*). *From Council Notes, tasks assigned to staff. Water Rate Study in progress, report anticipated to be in 2024/25 budget, dated 12 Sept 2023.*





-Using the figures from the budget of Fire Services capital expenditures for 2024/25 another \$931,419 of debt will be placed in debentures, assuming an interest rate 4.5% over an amortization of 10 years, (PSAB amortization), assuming \$200,000 out 2023/24 reserves was applied leaving a remainder 361,474 in external borrowing in 2023/24, plus \$569,946 debt in 2024/25 leads to a significant increase in debentures of \$931,416 with debt service charges of \$115,836, less the \$16000 yearly interest already recorded for an approximate increase of \$100,000












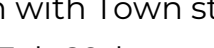

Report to Council April 25, 2024




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




Goal	Objective	Assigned	Target	% Completion				
Council Assignments to Staff								
1	Staff to produce a report on the Town's Procurement Policy.	28-Jul-21	Jul., 2024					75%
		Notes: Assigned to Manager of Finance (Treasurer). On list of policies / by-laws to be reviewed.						
2	That minimum standards for housing be reflected in any housing strategy that the Town may develop.	14-Sep-21	Mar., 2025	Not yet begun				
		Notes: Awaiting Housing Strategy development.						
3	Staff to reach out to MODL staff to discuss any interest in extending Town water/wastewater services into Mader's Cove / Blockhouse.	14-Jul-22	May., 2024					75%
		Notes: Discussion initiated with MODL staff, will follow up when capital projects with potential to include services across Town boundaries reach design stage.						








4	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., 2024		75%
		Notes: In Progress. Discussed at AREA's February 23rd Board Meeting, waiting on update to councils.			
5	Proceed with recommended tee-up of the Pleasant Street and Main Street intersection.	07-Feb-23	Apr., 2024		75%
		Notes: Design work completed and presented to Council. Will be discussed further in 2024-25 budget process.			
6	Investigate potential locations for a new Mahone Bay Pool, as as part of that investigation, a survey be conducted with citizens.	30-Mar-23	May., 2024		75%
		Notes: Pre-design work in coordination with Mahone Bay Pool Society underway with Vigilant Management. Staff identifying external funding opportunities. Further report concerning proposed location, pre-design and cost estimates anticipated in Q1 2024-25.			
7	Prepare a report on the potential for the provision of access to Oakland Lake for fire services.	30-Mar-23	May., 2024		75%
		Notes: In Progress. To be discussed at May Watershed Committee meeting.			

8	Facilitate tours of the Community Solar Garden	11-Apr-23	May., 2024		75%
		Notes: In progress with AREA staff for Spring 2024. Interpretive display being developed now. Sign up was available at December 11th Open House. Sign up will be circulated online and via the Mayor's newsletter, when dates for tours are confirmed.			
9	Develop service standards that can be used to benchmark and analyze performance.	11-Apr-23	May., 2024		75%
		Notes: In Progress. Report anticipated to Council's May 14, 2024 meeting.			
10	Staff to conduct a fire rate study.	11-May-23	Apr., 2024		★
		Notes: Incorporated into 2024-25 budget process.			
11	Prepare a report on the potential use of the perpetual care funds to be provided as a loan to the utility to finance any operational deficit in 2023-24	18-May-23	Apr., 2024		★
		Notes: Incorporated into 2024-25 budget process.			
12	Support welcome initiatives for the newcomers arriving from Kenya in coordination with MacLeod Group's Settlement Coordinator.	25-May-23	Jul., 2024		75%
		Notes: In progress.			
13	Proceed with an environmental assessment and geotechnical assessment of the Town-owned property located at the corner of Kinburn Street and Hawthorn Road.	29-Jun-23	May., 2024		75%
		Notes: In progress. Phase II waiting on confirmation of funds to schedule work.			

14	Proceed with preparations for the demolition of the Public Works garage on Aberdeen Road.	29-Jun-23	Jun., 2024		50%
		Notes: In progress, waiting on 2024-25 budget process.			
15	Issue a request for proposals for creation of a future development plan for Park Cemetery.	27-Jul-23	Apr., 2024		75%
		Notes: In progress. Update will be provided to April Cemetery Committee meeting.			
16	Issue a request for proposals for update of the Town's Municipal Specifications.	12-Sep-23	Apr., 2024		75%
		Notes: In progress.			
17	Include an additional operator (shared 50/50 between water and wastewater) in the Water Rate Study.	12-Sep-23	Apr., 2024		75%
		Notes: Water rate study in progress. Report anticipated to be included in the 2024-25 budget process.			
18	Take the necessary steps to designate the road to the solar garden as an official street/lane of the Town.	28-Sep-23	May., 2024		75%
		Notes: In progress. Required survey commissioned. Discussion initiated with Fire Dept. concerning service to properties accessed off proposed lane. Report to Council anticipated in May.			
19	Work with the provincial Forest Protection-Wildfire Management Department to develop a Community Wildfire Prevention Plan.	26-Oct-23	Jul., 2024		75%
		Notes: In progress. Assessment of the Town by the provincial Wildfire Prevention Officer took place in December, in coordination with Town staff. Presentation on Council's Feb 29th meeting agenda. To be included with Urban Forest Management Plan development; report anticipated in Q1, 2024-25.			

20	Draft a bylaw to regulate muffler noise within Town.	14-Nov-23	May., 2024		75%
		Notes: In Progress; combined with Noise By-law. Discussed at March 25 Policy & Strategy Committee Meeting, draft anticipated to May 27 Policy & Strategy Committee meeting.			
21	Develop a new draft Noise Bylaw.	14-Nov-23	May., 2024		75%
		Notes: In Progress. Discussed at March 25 Policy & Strategy Committee Meeting, draft anticipated to May 27 Policy & Strategy Committee meeting.			
22	Prepare a report on the potential for a PRO Kids Program or equivalent, for residents of Mahone Bay.	09-Jan-24	Jul., 2024	Not yet begun	
		Notes: Confirmation received that status quo with MODL PRO Kids Program will continue until Mar 31, 2025.			
23	Include standardized specifications for speed humps on public roads in the planned update of the Town's municipal specifications.	09-Jan-24	Apr., 2024		50%
		Notes: In progress.			
24	Provide a report to Council on the feasibility of waiving development fees for non-profit and charitable organizations.	25-Jan-24	Jul., 2024	Not yet begun	
		Notes: Associated with development of Fees Policy.			
25	Begin the process of obtaining a Submerged Crown Lands Lease for the mooring field and areas adjacent to the breakwater, as well as to work with adjacent property and lot owners to offer the opportunity to survey their lots at their cost.	Mar-12-24	Jul., 2024	Not yet begun	
		Notes:			

26	Prepare an updated Marina license and Letter of Agreement for Council's consideration in April.	12-Mar-24	Apr., 2024		75%
		Notes: In Progress. Report anticipated to Council's April 25, 2024 meeting.			
27	Issue an RFP with the intention to complete the work (parital cribwork replacement project at Marina wharf) within the 2024-25 fiscal year, noting that creative solutions will be encouraged.	12-Mar-24	May., 2024	Not yet begun	
		Notes:			
28	Prepare a report on hosting an annual volunteer recognition event.	12-Mar-24	May., 2024		25%
		Notes: In progress.			
29	Returning Officer to request access to and use the list of electors used in the most recent federal or provincial election as a basis for the development of the Mahone Bay elector list for the 2024 election.	09-Apr-24	Apr., 2024		50%
		Notes: In progress.			
30	Write to the MJSB, informing them that the Town of Mahone Bay declines to proceed with Privacy and Data Security as a shared service at this time but looks forward to the opportunity to do so in the future, with all MJSB partners participating.	09-Apr-24	Apr., 2024	Not yet begun	
		Notes:			

<p>31</p>	<p>Offer an opportunity to the owners of 624 Main Street and 38 School Street to complete the Heritage Property Registration process. If the property owners decline, staff to remove the heritage property plaques from the buildings.</p>	<p>09-Apr-24</p>	<p>Apr., 2024</p>	<p>Not yet begun</p>			
<p>Notes: In progress</p>							
<p>32</p>	<p>Forward the letter included with the minutes of the Oakland Lake Watershed Advisory Committee (with attachments) to the Department of Natural Resources (Andrew Parks easement request).</p>	<p>09-Apr-24</p>	<p>Apr., 2024</p>				
<p>Notes: Letter sent to Department of Natural Resources.</p>							
<p>33</p>	<p>Develop a draft Parking Bylaw based on the "maximum time free parking" signage option, for consideration by the Policy & Strategy Committee</p>	<p>09-Apr-24</p>	<p>May., 2024</p>				<p>25%</p>
<p>Notes: To be presented to May 27th Policy & Strategy Committee meeting.</p>							



Lunenburg County Seniors' Safety Program

Monthly Report – March 2024

Prepared: April 4, 2024

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

LCSSP March highlights:

- Work continues with the research and development of **Seniors' Mental Wellness toolkit**. PowerPoint, rack card and brochure in last phases of development and exploring printing options.
- **Senior Safety Academy** at New Ross Family Resource Centre from **April 10 – May 15**. Presenters have confirmed their availability/spots. Registration is still open. Individuals can register for the entire series or for specific topics.
- Secured United Way Funding Grant- Emergency Food and Essentials – to address immediate food security needs of seniors in our communities. This will impact 150 seniors.
- **March 6** attended the IWD Summit at OAK Island Resort. It was a day of recognition, celebration and plans for the future. It was a great opportunity to network and explore partnerships.
- **March 7** Pop-up at Lunenburg Farmers Market. It was a rainy but very well attended venue creating connections and sharing resources.
- **March 14** LCSSP Presentation booth at the CVITP Super Clinic (first ever) hosted by the Bridgewater Legion. This was a free income tax clinic. Other booths included 211, CRA, CaregiversNS....
- **March 19** NSCC presentation on Elder Abuse
- **March 20** Virtual webinar “Let’s Discuss Women and Dementia” hosted by the Alzheimer’s Society of Canada.
- **United Way Urgent-Food-and-Essentials-Fund-2024-Lunenburg grant** awarded \$15000 to LCSSP to address local seniors’ immediate food and essentials needs. This is being dispersed as quickly as possible to older adults in need.
- **March 26** Pop-up event at BMO Bank Bridgewater on Fraud /Scam Prevention
- A reminder that the **Canadian Dental Benefit** [Canadian Dental Care Plan - Canada.ca](https://www.canada.ca) now includes **seniors** in 2024. Those who qualify will be sent a letter with how to register for the program if they qualify. They will then be mailed more details on dental coverage.





Lunenburg County Seniors' Safety Program Monthly Report – March 2024

Prepared: April 4, 2024

- Collaborative Home Visits in December with Continuing Care Coordinator, WHA, BPS, and SSODA, RCMP.
- Collaborative client specific meetings with Western Housing Authority, SSRH/NSHA, CCC, Adult Protection, YMCA and SSODA.
- Collaborations for clients also include St. Vincent de Paul, Bridgewater Legion, New Ross Family Resource, LMA offices and so many more.

Referrals:

New Referrals: **10** Re Referrals: **0** Home/site Visits: **16** **Active clients: 55**
 Closed files: **13**

March proved to be a unique month with new referrals from only 2 municipal areas. It's important to note that LCSS is actively working with clients in all 5 municipalities.

New Referrals Service Area in Municipal Units (#'s have been rounded either up/down)	%
MODC	0%
MODL	40%
Mahone Bay	0 %
Lunenburg	0%
Bridgewater	60%

Referral Source:

Community Partner **40%** Self/Family **20 %** RCMP **20%** BSP **40%**

Areas of concern: Scams/Fraud, Safe/affordable/accessible Housing, Cost of living, Seniors' Mental Health/Addictions, Community resources/connections, Health Care (no primary care physician).

LCSSP Client Emergency Contingency Fund (CECF):

The CECF continues to serve the community in partnership with other organizations to help mitigate risk for seniors experiencing financial hardship. **The end of March, 2024 float count balance is the same: \$1,052.14** with \$333.33 for client's hearing aids.

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



Here is what we have been up to this month...

CURRENT SITUATION OF HOMELESSNESS



HOUSED

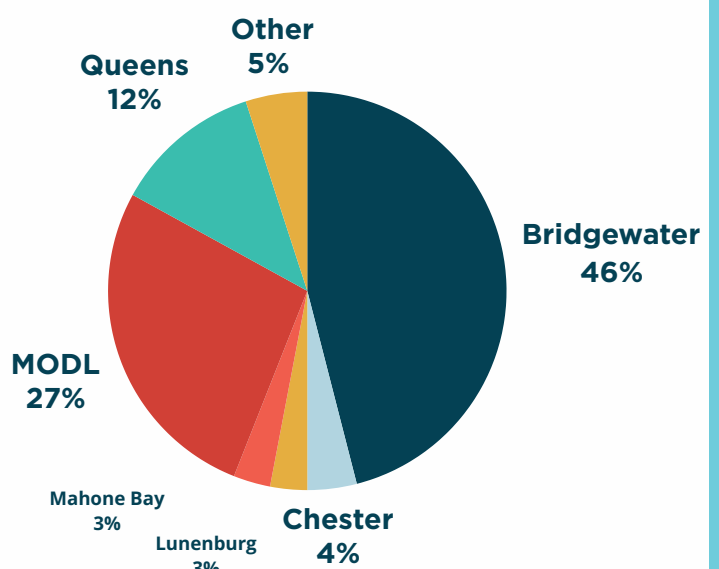
Since May 2022,

114



households/individuals on the By-Name-List have been connected to housing.

ORIGIN OF HOUSEHOLD



The origin of household reflects the community that the individual was sleeping in at the time of intake.

HOUSEHOLD BREAKDOWN

- Families - 186
- Seniors - 142
- Veterans - 11
- Indigenous - 53
- African NS - 11
- Youth (25 and under) - 60
- Other - 29



MOST COMMON SLEEPING ARRANGEMENTS

- Renting - Pending Eviction
- Couch Surfing - Safe
- Renting - Unsafely



TOP REASONS FOR HOUSING LOSS

- Building being sold
- Leaving home due to domestic violence
- Eviction due to Renovations
- Eviction due to Breach of Conditions

CHRONICITY

Of the 138 households that are currently active on the By-Name-List, **45** of them are chronically homeless.

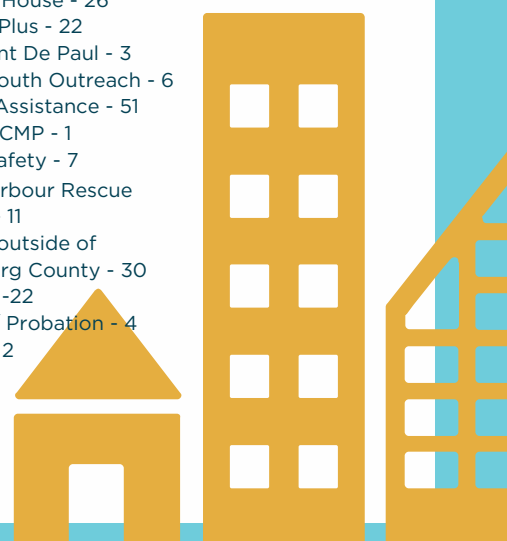
ENERGY

SSODA has identified **162** households that are experiencing energy poverty. Totaling **\$129,466.28** in NS Power arrears alone.



COMMUNITY REFERRALS

- Self Referral - 298
- Harbour House - 26
- Schools Plus - 22
- St Vincent De Paul - 3
- YMCA Youth Outreach - 6
- Income Assistance - 51
- Police/RCMP - 1
- Senior Safety - 7
- Souls Harbour Rescue Mission - 11
- Agency outside of Lunenburg County - 30
- Hospital - 22
- Justice / Probation - 4
- Legion - 2



A special meeting of the Policy & Strategy Committee for the Town of Mahone Bay was held on Monday, April, 8, 2024 at 7:00 p.m. in Council Chambers.

Present:

Councillor Penny Carver
Councillor Richard Nowe
Councillor Kelly Wilson
Councillor Joseph Feeney
Councillor Suzanne Lohnes-Croft
CAO, Dylan Heide
Deputy CAO, Eric Levy

Absent:

Mayor David Devenne
Deputy Mayor Francis Kangata (Regrets)

Gallery: 0 present

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

1. Approval of Agenda

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

2. Agenda Items

2.1 Staff Report – Draft Human Resource Policy Manual

Deputy CAO, Eric Levy reviewed the process of creating the Human Resource Policy Manual. The Committee reviewed each policy to ask questions and make recommendations. Some topics included: application of policies to the Fire Department, considerations on internal promotions and internal job postings, and considerations for hours and locations of work.

3. Next meeting

3.1 Date and Time

The next meeting of the Policy and Strategy Committee will be held at 7pm on Monday, 22, 2024, this is a special meeting date.

3.2 Agenda for next meeting

- Human Resources Policies – Beginning at Policy 3.03

With no further agenda items, the meeting adjourned at 9:03 PM.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Councillor Kelly Wilson

Town Clerk, Kelly Munroe

DRAFT



A meeting of the Heritage Advisory Committee for the Town of Mahone Bay was held on Wednesday, April 10, 2024 at 3:00 p.m. in Council Chambers.

Present:

Councillor Joseph Feeney
Councillor Penny Carver
Annette St. Onge
Bryan Palfreyman
Garry Macey
Deborah Trask, Heritage Researcher
Kelly Munroe, Town Clerk

Absent:

1. Approval of Agenda

A motion by Councillor Carver, seconded Mr. Palfreyman, “THAT the agenda be approved as presented.” Motion carried.

2. Minutes

A motion by Mr. Macey, seconded by Councillor Carver, “THAT the minutes of the March 13, 2024 meeting of the Heritage Advisory Committee be approved as presented.” Motion carried.

3. Heritage Trust Presentation Discussion

The committee discussed potential dates for the upcoming Heritage Trust Presentation. Councillor Feeney told the committee that Council approved the event and associated costs.

4. Unregistered Heritage Properties Update

Councillor Feeney told the committee that Council approved their request to approach unregistered property owners with the request that they complete heritage registration or that staff remove the heritage plaques from their properties.

5. Updated FAQ Sheet Review

The committee reviewed a draft, updated Heritage Property FAQ sheet. The committee made some additional edits.

6. Scoring of 640 Main Street

Deferred to next meeting.

The meeting adjourned at 4:24 p.m. at the conclusion of business.

TOWN OF MAHONE BAY

TOWN OF MAHONE BAY

Chair, Councillor Joseph Feeney

Town Clerk, Kelly Munroe

Future Items for Discussion

Individualized heritage plaques (like in Town of Lunenburg)

