The Regular Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, September 8, 2026 at 9:00 a.m. in Council Chambers and broadcast via YouTube live.

Present:
Mayor S. Lohnes-Croft
Deputy Mayor J. Feeney
Councillor K. Boon
Councillor P. Carver
Councillor B. Palfreyman
Councillor K. Wilson
Councillor K. McCarron
CAO, D. Heide

Absent:
DCAO, E. Levy
Clerk, K. Munroe

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.

Call to Order

1. Agenda
A motion by Councillor Carver, seconded by Councillor Wilson, **"THAT the agenda be approved as circulated."** **Motion carried.**

2. Minutes
The minutes of the July 14, 2026 Regular Council Meeting were accepted as presented.
The minutes of the July 30, 2026 Regular Council Meeting were accepted as presented.

3. Announcements by Council Members

Mayor Lohnes-Croft announced the volunteer recognition night event at the Mahone Bay Centre. She also announced the Fishers' Memorial in Lunenburg. The Mayor also announced that long-time resident Margaret Bush would be turning 100 years old.

The Mayor announced the start of two new staff – Sara Lawless and Mona Liu.

4. Public Input Session

There was no public input.

5. Presentations

There were no presentations.

6. Correspondence

6.1 South Shore Open Doors Association July 2026 Data Report

Council received and reviewed the July 2026 report.

6.2 Ginny Verge – Bay Way Cycling Safety – July 27, 2026

The Council received correspondence expressing some safety concerns on the Bay Way, particularly relating to cycling since it opened.

A motion by Councillor Carver, seconded by Councillor Wilson, **"THAT Council refer the correspondence from Ginny Verge relating to Bay Way Cycling Safety to the Policy and Strategy Committee asking for a recommendation no later than the end of November." Motion carried.**

6.3 Honourable Scott Armstrong, MLA, Attorney General and Minister of Justice – Municipal Billing Model – July 29, 2026

The Minister wrote to Council relating to the changes in RCMP billing models to municipalities for policing services.

6.4 Grant Request – Family Fun Nights at Mahone Bay Centre

Council received a grant request to support family fun nights at the Mahone Bay Centre.

A motion by Councillor Wilson, seconded by Councillor Boon, **"THAT Council approve the grant request in the amount of $650.00 for the Family Fun Nights at Mahone Bay Centre." Motion carried.**

6.5 Grant Request – Mahone Islands Conservation Association

Council received a grant request to support initiatives by the Mahone Islands Conservation Association

A motion by Deputy Mayor Feeney, seconded by Councillor Carver, **"THAT Council approve the grant request in the amount of $1000.00 to the Mahone Islands Conservation Association."** **Motion carried.**

7. Staff Reports

7.1 Staff Report to Council – September 8, 2026

Council received an updated staff report to Council for the August and September outlining progress on Council's direction to staff.

A motion by Deputy Mayor Feeney, seconded by Councillor Wilson, **"THAT Council receive the Staff Report to Council – September 8, 2026, for information."** **Motion Carried.**

7.2 Staff Report – Flag Request – Mahone Bay Marina

Council received a staff report outlining potential changes to the Town's Flag Policy caused by a request from the Mahone Bay Marina to purchase a Town flag.

A motion by Councillor Wilson, seconded by Councillor Carver, **"THAT Council name the Mahone Bay Marina as a "Town Facility" and provide them with a Town flag."** **Motion Carried.**

8. Council Items

8.1 Mayor Lohnes-Croft – Post Office Traffic Safety

Mayor Lohnes-Croft discussed concerns brought to her about traffic safety concerns in town, particularly when exiting the post office driveway.

A motion by Councillor Palfreyman, seconded by Councillor McCarron, **"THAT Council direct staff to prepare a report reviewing safety concerns with entrances and exits from the Post Office Property to Main Street and providing Council with recommendations for improvement."** **Motion Carried.**

8.2 Councillor Carver – Feeding of Wildlife Bylaw

Councillor Carver presented various concerns related to wildlife being in town, encouraged by residents feeding wildlife. She also outlined the discussions about this bylaw from 2021.

A motion by Councillor Carver, seconded by Councillor McCarron, **"THAT direct staff to draft a bylaw regulating the feeding of wildlife."** **Motion carried.**

9. Committee Reports

9.1 Finance Committee – July 10, 2026 – Draft Minutes

Deputy Mayor Feeney provided an overview of this first meeting of the Finance Committee.

9.2 Police Advisory Board – July 30, 2026 – Draft Minutes

Mayor Lohnes-Croft discussed the meeting and Councillor McCarron will assume the role of Chair for this committee. There was a brief discussion about ATVs on roads.

9.3 Planning Advisory Committee – September 1, 2026 – Draft Minutes

Councillor Wilson presented the minutes from the meeting.

9.4 Climate & Environment Committee – September 2, 2026 – Draft Minutes

Councillor Carver provided a review of the meeting with emphasis on Whitefish in Oakland Lake.

A motion by Councillor Carver, seconded by Councillor Wilson, **"THAT Council direct staff to write to Department of Fisheries and Oceans regional authorities (cc'ing the Minister's Office and provincial regulators), in relation to relevant consultation regarding potential Whitefish introduction in Oakland Lake, to request a meeting, with representatives of the Town and its Watershed Protection Committee, to better understand the DFO proposal and the regulatory implications to the Town in consideration of the lake's role as the Town's drinking water supply."**

Motion carried.

A motion by Councillor Boon, seconded by Councillor McCarron, **"THAT Council accept items 9.1 to 9.4 as presented."** **Motion carried.**

10. New Business

11. Questions/Comments

12. Closed Session

A motion by Councillor Wilson, at 10:39 p.m., seconded by Councillor Boon, **"THAT Council go into Closed Session to discuss Acquisition, Sale, Lease and Security of Municipal Property, Contract Negotiations, and Litigation or Potential Litigation as permitted by the Municipal Government Act section 22(2)(a), 22(2)(e) and 22(2)(F) respectively."** **Motion carried.**

Council arose from Closed Session at 1:11 p.m.

13. Business Arising from Closed Session

A motion by Councillor Wilson, seconded by Councillor Carver, **"THAT Council refer the installation of an access control system for Town Hall to the 2026-27 budget process for consideration."** **Motion carried.**

14. Adjournment

Council adjourned at 1:12 p.m. on conclusion of business.

TOWN OF MAHONE BAY

Mayor, Suzanne Lohnes-Croft

TOWN OF MAHONE BAY

Town Clerk, Kelly Munroe

A Special Meeting of Town Council for the Town of Mahone Bay was held on Tuesday, September 17, 2026 at 7:00 p.m. in Council Chambers and broadcast via YouTube live.

Present:
Mayor S. Lohnes-Croft
Deputy Mayor J. Feeney
Councillor K. Boon
Councillor P. Carver
Councillor B. Palfreyman
Councillor K. Wilson
Councillor K. McCarron
CAO, D. Heide
Manager of Finance, Mona Liu
Accountant, Wendy Chase
Auditor, Lauren Vail

Absent:
Clerk, K. Munroe
DCAO, E. Levy

Gallery:
4 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.

Call to Order

1. Agenda
A motion by Councillor Carver, seconded by Councillor McCarron, **"THAT the agenda be approved as circulated."** **Motion carried.**

2. Presentation by BDO of 2025/26 Financial Statements

Council was presented with the 2025/2026 audited financial statements by Lauren Vail, Partner at BDO. Council was given the opportunity to ask questions of the auditor and staff present.

A motion by Councillor Wilson, seconded by Deputy Mayor Feeney, **"THAT Council approve the audited 2025/26 financial statements for the Mahone Bay Water Utility."**
Motion carried.

A motion by Councillor Wilson, seconded by Councillor Boon, **"THAT Council approve the audited 2025/26 Town of Mahone Bay financial statements for the Mahone Bay Electric Utility."** **Motion carried.**

12. Closed Session

A motion by Deputy Mayor Feeney, at 8:15 p.m., seconded by Councillor Palfreyman, **"THAT Council go into Closed Session to discuss Contract Negotiations as permitted by the Municipal Government Act section 22(2)(e)."** **Motion carried.**

Council arose from Closed Session at 8:44 p.m.

13. Business Arising from Closed Session

The Town's previously approved Temporary Borrowing Resolutions have expired, and the Province requires new resolutions be passed for the Town to participate in the Fall 2026 debenture issue: **a motion by Councillor Wilson, seconded by Councillor Carver...**

MUNICIPAL COUNCIL OF THE

TOWN OF MAHONE BAY

TEMPORARY BORROWING RESOLUTION

Amount: $ 7,200,000 Capital Projects: Detailed in Schedule "A"

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the Town of Mahone Bay, subject to the approval of the Minister of Municipal Affairs, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the Town of Mahone Bay has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Mahone Bay borrow a sum or sums not exceeding seven million two hundred thousand Dollars ($ 7,200,000) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the Town of Mahone Bay to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that a sum or sums not exceeding seven million two hundred thousand Dollars ($ 7,200,000) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Mahone Bay held on the _____ day of _____, 2026.

GIVEN under the hands of the Clerk and under the seal of the Council of the Town of Mahone Bay this _____ day of _____, 2026.

_____

Clerk

MUNICIPAL COUNCIL OF THE

TOWN OF MAHONE BAY

TEMPORARY BORROWING RESOLUTION

Amount: $ 7,200,000 Capital Projects: Detailed in Schedule "A"

SCHEDULE "A"
CAPITAL PROJECTS

		Estimates $
Heading / Category:	Edgewater Project	
Item	General	3,675,000
Item	Water	875,000
Item	Electrical	2,650,000
Item		
Heading Sub Total:		**7,200,000**
Heading / Category:		
Item		
Item		
Item		
Item		
Heading Sub Total:		**0**
Heading / Category:		
Item		
Item		
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Heading Sub Total:		**0**
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Item		
Item		
Item		
Item		
Heading Sub Total:		**0**
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		**7,200,000**

A motion by Councillor Boon, seconded by Councillor Palfreyman...

MUNICIPAL COUNCIL OF THE

TOWN OF MAHONE BAY

TEMPORARY BORROWING RESOLUTION

Amount: $ 1,300,000 Capital Projects: Detailed in Schedule "A"

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the Town of Mahone Bay, subject to the approval of the Minister of Municipal Affairs, may borrow to expend funds for a capital purpose as authorized by statute;

WHEREAS the Council of the Town of Mahone Bay has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for capital purposes as identified in their capital budget; and

WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Mahone Bay borrow a sum or sums not exceeding one million three hundred thousand Dollars ($ 1,300,000) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the Town of Mahone Bay to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that a sum or sums not exceeding one million three hundred thousand Dollars ($ 1,300,000) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the Town of Mahone Bay held on the _____ day of _____, 2026.

GIVEN under the hands of the Clerk and under the seal of the Council of the Town of Mahone Bay this _____ day of _____, 2026.

_____
Clerk

MUNICIPAL COUNCIL OF THE

TOWN OF MAHONE BAY

TEMPORARY BORROWING RESOLUTION

Amount: $ 1,300,000 Capital Projects: Detailed in Schedule "A"

SCHEDULE "A"
CAPITAL PROJECTS

		Estimates $
Heading / Category:	Town Hall & PW Buildings	
Item	Town Hall Building & Property Renovations	525,000
Item	Public Works Garage Building Renovations	275,000
Item		
Item		
Heading Sub Total:		**800,000**
Heading / Category:	Lift Stations Refurbishment	
Item	Lift Stations	250,000
Item		
Item		
Item		
Heading Sub Total:		**250,000**
Heading / Category:	Electrical Equipment	
Item	Transformers	120,000
Item	Voltage Regulators	130,000
Item		
Item		
Heading Sub Total:		**250,000**
Heading / Category:		
Item		
Item		
Item		
Item		
Heading Sub Total:		**0**
Heading / Category:		
Item		
Item		
Item		
Item		
Heading Sub Total:		**0**
Heading / Category:		
Item		
Item		
Item		
Item		
Heading Sub Total:		**0**
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		**1,300,000**

14. Adjournment

Council adjourned at 8:46 p.m. on conclusion of business.

TOWN OF MAHONE BAY

Mayor, Suzanne Lohnes-Croft

TOWN OF MAHONE BAY

Town Clerk, Kelly Munroe

Staff Report
RE: Request to Purchase Town Flag
Date: September 8, 2026

UPDATED SEPT 24: At the Sept. 8, 2026 meeting of Council the following motion was passed: "THAT Council name the Mahone Bay Marina as a "Town Facility" and provide them with a Town flag." This report was left on the agenda for Sept. 24 for consideration of the proposed policy amendment.

General Overview:
The purpose of this staff report is to provide Council with a request from the Mahone Bay Civic Marina for the purchase of a Town of Mahone Bay flag, as well as identify a potential gap in the Town's Flag Policy.

Background:
On August 12, 2026, staff received a request from the Mahone Bay Civic Marina to purchase a Town of Mahone Bay flag to fly at the marina. It was noted that the marina has flown the Town flag for as long as it has operated and the current flag has become worn and requires replacement.

Analysis:
Where the Town is the owner of the facility from which the marina operates, it is possible to consider the flagpole there "Town owned", which would enable the Town to fly the Town flag there in accordance with our Flag Policy.

Because the request was received as a request to purchase a flag, if the Town Council is inclined to support this request policy revision would be required:

> The Flag Policy stipulates, in section 19, where Town Flags may be flown. Section 20 states that flags may be loaned on a temporary basis to locations outlines in section 19.
>
> Currently the Flag Policy has no provisions on the sale of Town flags, as is being requested by the Marina, nor is the Marina listed in section 19.

If it is considered necessary to revise the policy to permit the sale of a flag to be flown at the marina staff recommended the following amendments:

a. Section 19 – addition of Mahone Bay Civic Marina per section 19(k)
b. Section 20 – addition of "or given to or sold to" after …"temporary basis"
c. Amend the Flag Policy to add provisions for the sale of Town flags.

Financial Analysis:
Amending the Flag Policy to allow for the limited sale of flags would be cost neutral, though it is recommended the price be set with an addition of 10% to the

cost of the flag as an administrative fee (reflecting the requirement for the Town to procure additional flags for resale).

Climate Analysis:
There are no climate impacts anticipated.

Links to Strategic Plan:
No direct links to Strategic Plan but the proposed policy amendment may contribute to goals relating to partnerships in the community.

Recommendation:
It is recommended that, should Council determine it appropriate to amend the Flag Policy to permit the requested sale, that after due consideration at the regular Council meeting on September 24, 2026, the following motion be passed,

> THAT Council amend the Flag Policy as presented and the Fee Policy Schedule to set the cost of the sale of a Town of Mahone Bay flag at "cost plus 10%"

Respectfully submitted,

Eric J. Levy
Deputy CAO

For Reference:
Flag Policy (existing)
Fees Policy (existing)

Town of Mahone Bay
Staff Report
RE: Maritime Municipal Electric Utilities Alliance Update
September 24, 2026

General Overview:
This staff report is intended to present Council with an update on the Maritime Municipal Electric Utilities Alliance.

Background:
The Maritime Municipal Electric Utility Alliance (https://mmeua.ca/), founded in 2025, is dedicated to advancing the clean energy transition through collaboration, innovation, and shared expertise. By working together, member utilities aim to strengthen grid reliability, enhance sustainability, and empower their communities for the future.

MMEUA Members include Saint John Energy, Edmundston Energy, and the Perth-Andover Electric Light Commission in New Brunswick, the municipal utilities in the Towns of Antigonish, Mahone Bay, Riverport, Lunenburg, and Berwick in Nova Scotia, and the City of Summerside in Prince Edward Island.

Summerside Electric hosted the second MMEUA annual meeting on August 19-21, 2026 with staff from all member utilities attending.

Analysis:
The annual meeting provided an opportunity to review shared priorities and advance joint projects and initiatives.

Earlier this year the MMEUA was successful in securing ACOA funding ($420,750) to strengthen grid modernization and clean energy planning across its nine member utilities. Some shared initiatives currently underway include Smart Grid Innovation Network (https://www.sgin.ca/) benchmarking and a utility cybersecurity review. Utilities are also collaborating in our approach to Natural Resources Canada's Smart Renewables and Electrification Pathways Program Utility Support Stream, which is anticipated to reopen for applications this Fall, and which would be a key strategic support for modernizing the Town's utility infrastructure.

Recent developments impacting utilities – in particular the establishment of the Independent System Operator in Nova Scotia (https://www.ieso-ns.ca/) – were also discussed.

Financial Analysis:
There is no membership fee for participation in the MMEUA and Mahone Bay's share of costs under the ACOA-funded joint modernization initiative is – proportional to the small size of our utility – not significant and is already reflected in the utility's annual budget.

Recommendation:
It is recommended,

THAT Council accept this report for information.

Respectfully Submitted,

Dylan Heide
Town of Mahone Bay CAO

Town of Mahone Bay
Staff Report
RE: Public Works Yard
September 24, 2026

General Overview:
This staff report is intended to present Council with an update and recommendation concerning the Public Works Yard.

Background:
During the Plan Mahone Bay MPS/LUB update process several years ago the Town rezoned the Town-owned properties at Kinburn/Hawthorn (Public Works Yard) as residential with the intention to support housing development. The Town has established a memorandum of understanding with the Mahone Bay Community Land Cooperative (MBCLC) to explore the potential for residential development of the properties.

As a result of environmental and geotechnical assessments of the property, the Town anticipates the use of the portion of the property closest to Kinburn St. for residential develop and expects to retain the rear portion accessed off Hawthorn Rd. and abutting the Bay-to-Bay Trail (itself divided into upper and lower sections by elevation) for Public Works use.

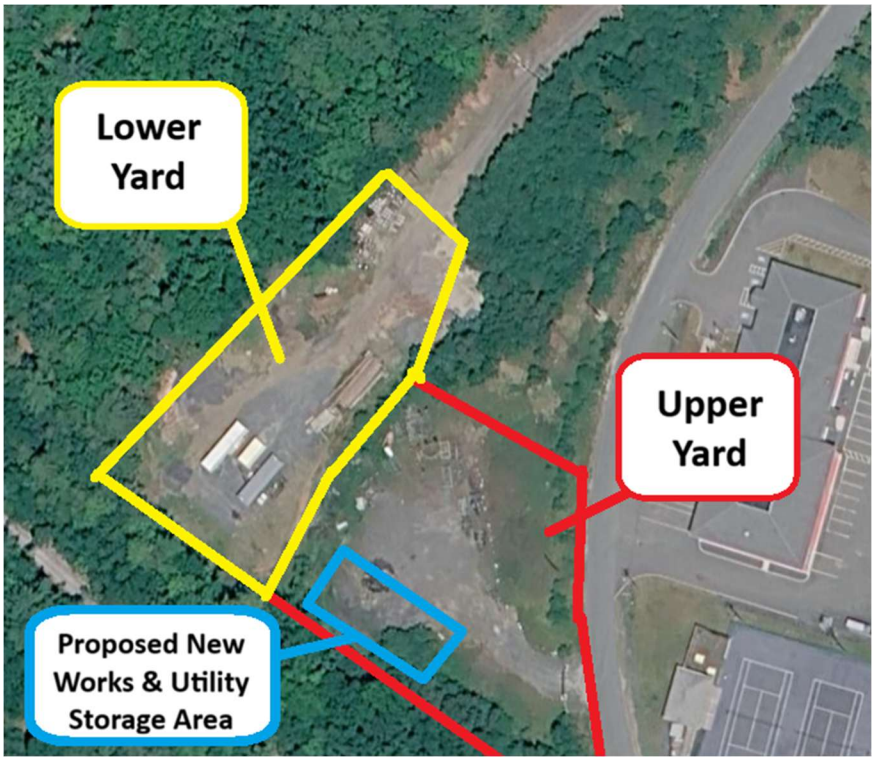
Environmental assessments of the properties carried out to support MBCLC in their aspirations to develop some of the land for housing purposes revealed environmental contamination related to the Town's historic use of the property. Contamination centres on the fenced area in the lower yard, used primarily for Electric Utility storage.

Analysis:
Staff have engaged environmental consultants Gemtech, who carried out the environmental testing on behalf of the Town, to oversee required remediation (which has been reported to the Nova Scotia Department of Environment as required). To facilitate remediation, existing fencing will need to be removed, and assets relocated to another secure storage area.

With the expectation that – in the event of residential development of the front portion of the property – the Town will lose access to the lower yard from Kinburn St.. The lower yard is also prone to flooding due to its lower elevation.

To facilitate remediation, and support future residential development potential while retaining Public Works use of the upper rear yard accessed off Hawthorn Rd., staff recommend relocating secure storage (containers and fencing) to the upper yard).

The Department of Environment has granted an extension to the timeline for remediation, enabling the Town to budget on this work taking place in fiscal 2027-28. Relocation of the storage area to the upper yard could take place this Fall or be deferred to Springtime at Council's discretion.



Financial Analysis:
$15,000 was included in the Town's approved 2026-27 budget in relation to Gemtech costs, funds were not included for the relocation of the storage area or remediation of contamination.

Relocation costs are estimated at $15,000 while remediation costs are estimated at $40,000. Staff understand these costs to be eligible uses for the Housing Accelerator Fund grant monies from CMHC (which the Town will receive annually over fiscal years 2025-26 through 2028-29); approximately $55,000 of 2026-27 HAF funds remain unallocated in the annual budget.

Recommendation:
It is recommended,

> THAT Council direct staff to proceed with the relocation of Public Works & Utility storage to the upper yard portion of the Town's properties at the corner of Hawthorn and Kinburn with costs to be covered from Housing Accelerator Funds, and refer remediation costs to the Town's 2027-28 budget process.

Respectfully Submitted,

Dylan Heide
Town of Mahone Bay CAO

Staff Report to Council

September 24, 2026

This Report to Council is intended to provide the Mahone Bay Town Council with a high-level summary of staff progress toward Council's direction to staff. As per the Town Council Policy, the report will be provided at each regular meeting of Council.

1. Develop a Stormwater Management Plan for Mahone Bay and present a draft to a joint meeting of Climate and Environment Advisory Committee, Asset Management Committee, and the Planning Advisory Committee. Date Assigned: October 14, 2025 Expected Completion: November 2026 Percent of Completion: 25%
2. Bring an overview report on Asset Retirement Obligations to the Audit Committee. Date Assigned: October 30, 2025 Expected Completion: October 2026 Percent of Completion: Not yet begun
3. Develop a Forestry Management Plan for the Oakland Lake Watershed with the assistance of the Western Woodlot Co-op. Date Assigned: March 10, 2026 Expected Completion: November 2026 Percent of Completion: 50%
4. Approach Nova Scotia Power Inc. to formalize trail connections across their power transmission corridor. Date Assigned: March 10, 2026 Expected Completion: October 2026 Percent of Completion: 95%

5. Present a revised Snow & Ice Control Policy, reflecting the inclusion of the Edgewater Multi-use Trail in the winter maintenance schedule, to the Policy & Strategy Committee.

Date Assigned: March 26, 2026
Expected Completion: October 2026
Percent of Completion: 50%

6. Staff to take the necessary steps to designate Hedge Row as a one-way street from Pleasant Street to Pond Street.

Date Assigned: April 14, 2026
Expected Completion: October 2026
Percent of Completion: 90%

7. In consultation with local artists and creators, draft a Public Art Policy for Council's consideration (following which an RFP would be anticipated for Edgewater Street public art).

Date Assigned: May 12, 2026
Expected Completion: November 2026
Percent of Completion: 50%

8. Proceed with the installation of continuous record surveillance cameras outside the Town's public washroom facilities.

Date Assigned: May 12, 2026
Expected Completion: September 2026
Percent of Completion: 95%

9. Initiate the process to acquire submerged crown land in the direction of Maders Cove as necessary to effect shoreline improvement to combat ongoing erosion along Highway #3.

Date Assigned: May 28, 2026
Expected Completion: December 2026
Percent of Completion: 10%

10. Prepare a report specifically addressing the Act to Provide Support for Fire Services legislation and the potential impacts on the Town. Date Assigned: June 25, 2026 Expected Completion: October 2026 Percent of Completion: 75%
11. THAT Council name the Mahone Bay Marina as a “Town Facility” and provide them with a Town flag Date Assigned: September 8, 2026 Expected Completion: September 2026 Percent of Completion: Completed
12. THAT Council direct staff to prepare a report reviewing safety concerns with entrances and exits from the Post Office Property to Main Street and providing Council with recommendations for improvement. Date Assigned: September 8, 2026 Expected Completion: November 2026 Percent of Completion: 25%
13 THAT Council direct staff to draft a bylaw regulating the feeding of wildlife Date Assigned: September 8 Expected Completion: October 2026 Percent of Completion: 50%
14. THAT Council direct staff to write Department of Fisheries and Oceans regional authorities (cc’ing the Minister’s Office and provincial regulators), in relation to relevant consultation regarding potential Whitefish introduction in Oakland Lake. Date Assigned: June 25, 2026 Expected Completion: September 2026 Percent of Completion: Completed

A meeting of the Policy & Strategy Committee for the Town of Mahone Bay was held on Monday, September 21, 2026 at 7:00 p.m. in Council Chambers.

Present:
Mayor Suzanne Lohnes-Croft
Deputy Mayor Joseph Feeney
Councillor Bryan Palfreyman
Councillor Penny Carver
Councillor Kevin Boon
Councillor Katherine McCarron
Councillor Kelly Wilson
CAO, Dylan Heide
Deputy CAO, Eric Levy

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 Deputy Mayor Feeney, seconded by Councillor McCarron "THAT the agenda be approved as amended to add item 3.4 – Committees Policy and 3.5 South Shore Housing Action Coalition Feedback Request."

Motion carried.

2. Approval of Minutes
The minutes of the July 20, 2026 meeting were accepted as presented.

3. Agenda Items
3.1 Strategic Plan Review
The Committee discussed the staff report identifying themes and questions from their feedback submitted to the Deputy CAO. The Committee decided to conduct an in-depth review of the strategic plan in November 2026.

3.2 Town Council Policy

The Committee reviewed an amended draft of the Town Council Policy and provided feedback. The Deputy CAO will incorporate the feedback and present a new version of the Town Council Policy to the Committee.

3.3 Social Media Policy

It was identified that the current social media policy was too narrow and that since its adoption, the use of social media by the Town has expanded and the policy required a review.

3.4 Committees Policy

With committee reassignments occurring at the end of 2026, the Committee discussed the need to have a stipulation in policy on staggering terms for public members to ensure there never be full vacancy on a committee. It was determined that the Committees Policy and necessary terms of references would be amended to allow for this practice.

3.5 South Shore Housing Action Coalition Feedback Request

The Committee discussed a request for feedback from the South Shore Housing Action Coalition (SSHAC) and Councils involvement with the organization going forward.

4.0 Next Meeting

4.1 Date and Time

The next regular meeting of that Policy and Strategy Committee will be held at 7:00pm on Monday, October 19, 2026

4.2 Outstanding Items for Committee

- Speed Bumps/Humps Review
- Nature Based Solutions Policy
- Partnerships Policy (Town-owned facilities)
- Cycling Safety on the Bay Way (Ginny Verge Letter)

With no further agenda items, the meeting adjourned at 9:18 pm.

TOWN OF MAHONE BAY

Chair, Mayor Suzanne Lohnes-Croft

TOWN OF MAHONE BAY

Deputy CAO, Eric J. Levy

The regular meeting of the Town of Mahone Bay's Asset Management Committee for the Town of Mahone Bay was held on Tuesday, June 30, 2026 at 1:04 PM.

Present:
Councillor B. Palfreyman (Chair)
Councillor P. Carver
Councillor K. McCarron
H. Baxter
T. Turner
D. Nash
CAO, D. Heide (Recording Secretary)

Absent:
Mayor, S. Lohnes-Croft (with regrets)
D. Lesiuk (with regrets)

Land Acknowledgement

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

1. Approval of Agenda

A motion by H. Baxter Carver, seconded by Councillor Carver, **"THAT the agenda of the meeting be approved as amended to add item #9 Clearland Road Services."**

Motion carried.

2. Approval of Minutes – May 28, 2026

There were no errors or omissions in the minutes.

3. Committee Membership

Councillor Palfreyman, as Committee Chair, will reach out to D. Lesiuk – who has missed numerous meetings – concerning the status of his membership.

4. Joint Committees Workshop Series (standing item)

- June 12th Session Debrief

Members shared their feedback on the session. Staff will bring feedback to the attention of Clean, for the preparation of the final climate hazards report.

Members expressed the need for clarity around next steps with the development of the Climate Adaptation Plan, understood to be outside of the scope of Clean's engagement. CAO D. Heide committed to updating the joint committees membership in this regard by email.

5. Municipal Specifications Cont. (on hold)

(Awaiting draft Electrical Specifications from WSP for review)

6. Parking (standing item, on hold)

(Awaiting updated parking inventory from staff / LandInfo for review)

7. Development of Asset Management Plans (standing item)

- Recreational Assets Management Plan
  - Jubilee Park Stormwater Management Project Update

    Committee members were provided with an update on the Jubilee Park stormwater management project. A report from Dillon Consulting is expected by September. Members highlighted the interconnection between this report, the forest management plan for the park being developed with the Town's contract arborist, and the upcoming review and discussion of recreational services (many of which are located in the Park).

  - Jubilee 2.0 Discussion with PAC

    Members discussed the potential for a joint committees session – utilizing the structure previously established at the recommendation of the Asset Management Committee for workshops involving the members of the Climate & Environment, Planning Advisory and Asset Management Committees – concerning Jubilee 2.0 (recreational services). It was agreed that the focus of this joint committees session would be on developing a public engagement plan to ensure appropriate stakeholder and public engagement in discussion of the Town's recreational service offerings, in the context of the re-zoning of the Old School Lab property – adjacent to Jubilee Park – as parkland and development of management plans for the Park's natural assets, for recommendation to Council. CAO D. Heide to follow up with committee chairs to prepare for the proposed joint committee session, presumably in September.

- Shoreline Assets Management Plan
  - Coastal Planning Support Program – Upland Planning

    CAO D. Heide outlined the proposed scope of engagement for Upland Consulting under the Coastal Planning Support Program (to which staff had successfully applied for funding). Members expressed support for the proposed public engagement process anticipated in the Fall and requested additional information be circulated when available.

8. Trail Stormwater Management

- **Stormwater Detention Park**
  CAO D. Heide provided an overview of the proposed stormwater detention park at the foot of Longhill Rd. including its relation to flooding issues at the intersection of Clearway and Main Streets. Members asked questions and provided feedback on the proposed design. The opportunity to reconfigure the intersection of Longhill Rd. and Main St. – long considered problematic – at the same time, should the detention park project procced, was highlighted.

- **Ongoing Coordination with DNR**
  Members were informed that staff are in the process of preparing an application to the Department of Natural Resources in relation to the proposed project and will update the committee when the application has been submitted and a response received.

9. Clearland Road Services

Councillor Palfreyman and CAO D. Heide provided members with an overview of the recently approved service extension work on Clearland Rd., as a component of the Town's Edgewater Project.

10. Training Opportunities (standing item)

- **AIM Annual Conference – Aug 19-21, 2026 in Moncton, NB**
  Members were reminded that the Town would cover registration for them to attend the AIM Network's annual conference if they are interested; members are to contact CAO D. Heide in this regard.

11. Next Meeting: September 16th, 2026

The meeting adjourned upon conclusion of business at 2:43 PM.

TOWN OF MAHONE BAY	TOWN OF MAHONE BAY
_____	_____
Chair, Councillor Bryan Palfreyman	Dylan Heide, Recording Secretary

The regular meeting of the Town of Mahone Bay's Asset Management Committee for the Town of Mahone Bay was held on Tuesday, September 17, 2026 at 1:02 PM.

Present:
Councillor B. Palfreyman (Chair)
Councillor P. Carver
Councillor K. McCarron
Mayor, S. Lohnes-Croft
H. Baxter
CAO, D. Heide (Recording Secretary)
Lauren Clark (Climate & Environment Program Manager)
Claire-Louise Osmond (Project Communications Specialist)

Absent:
T. Turner (with regrets)
D. Lesiuk (with regrets)
D. Nash (with regrets)

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

1. Approval of Agenda
A motion Councillor McCarron, seconded by H. Baxter, **"THAT the agenda of the meeting be approved as presented."** **Motion carried.**

2. Approval of Minutes – June 30, 2026
There were no errors or omissions in the minutes.

3. Committee Membership
Councillor Palfreyman, as Committee Chair, reported speaking with Mr. Lesiuk who confirmed his desire to remain a member of the committee and his intention to attend meetings of the committee in the future (though his absence with regret at this meeting was noted).

4. Joint Committees Workshop Series (standing item)

- **September 18th Jubilee 2.0 Workshop**

  CAO D. Heide and Project Communications Specialist Claire-Louise Osmond reviewed the plans for the workshop exercises, draft agenda, etc. with committee members in preparation for the upcoming session and received feedback.

5. Municipal Specifications Cont.

- **Electrical Specifications**

  Members reviewed the draft specifications and provided feedback to staff. Underground services and best practices with respect to vegetation (service lines and pole placement) were discussed.

6. Parking (standing item, on hold)

(Awaiting updated parking inventory from staff / LandInfo for review)

Members discussed the timeline for the parking inventory as well as next steps to determine the community's parking needs and whether they are being met.

7. Development of Asset Management Plans (standing item)

- **Recreational Assets Management Plan**
  - **Jubilee Park Stormwater Management Project Update**

Staff Provided an update on the Jubilee Park Stormwater Management Project with DILLON consulting. Members reviewed and discussed the Town's recreational service offerings, and their respective relationships to Jubilee 2.0, in the context of the development of a recreational assets management plan. Council members highlighted the upcoming consideration of a potential policy governing co-management agreements between the Town and non-profit recreational service providers (Mahone Bay United / Mahone Bay Centre Society, Pool Society, Wooden Boat Society, Etc.) at the Town's Policy & Strategy Committee.

- **Shoreline Assets – Coastal Planning (Upland) Update**

Members discussed outreach to landowners. The importance of updating the condition assessment of the Town's wharf ahead of the 2027-28 budget process was underscored. Potential approaches to consideration of Inchcape shoal as a strategic wave-break at the mouth of the harbour were also discussed.

- **Electrical Assets Management Plan**

CAO D. Heide highlighted the NRCAN SREP application window for utility distribution system upgrades – anticipated in October - and the Town's preparations to apply.

8. Trail Stormwater Management

- **Stormwater Detention Park**

CAO provided a brief update; application to DNR has been submitted.

9. Raw Water Transmission and Local Servicing Projects

CAO D. Heide reviewed the proposed project with committee members, noting it had been the subject of the Town's recently submitted Build Communities Strong application. The CAO observed that if sufficient external funding were secured to proceed, the project could move to construction early in 2027.

10. Training Opportunities (standing item)

- **Upcoming AIM Land Use and Asset Management Workshop**

  CAO D. Heide was asked to speak to recent AIM conference and provided update.

11. Next Meeting: Sep Upcoming AIM Land Use and Asset Management Workshop October 15th, 2026

The meeting adjourned upon conclusion of business at 2:49 PM.

TOWN OF MAHONE BAY	**TOWN OF MAHONE BAY**
_____	_____
Chair, Councillor Bryan Palfreyman	**Dylan Heide, Recording Secretary**

Minutes of the Municipal Joint Services Board, Lunenburg Region
Held in the Municipality of the District of Lunenburg Council Chambers
Wednesday, July 8, 2026, 6:30 pm.

ATTENDANCE

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Mayor McLean-Wile
Councillor Oickle- Vice Chair
Councillor Burns
Tim MacEwan, CAO

TOWN OF BRIDGEWATER
Mayor Mitchell - Chair
Councilor Conklin
Councilor Fougere
Tammy Crowder, CAO

TOWN OF MAHONE BAY
Mayor Lohnes-Croft
D. Mayor Feeney
Councillor McCarron
Dylan Heide, CAO (virtual)

REGRETS

ALSO IN ATTENDANCE WERE
Gabe Welsh, Director of Solid Waste Management
Sandy Steves, Interim Controller
Lynn Wagner, Director HR
Lisa Bozek, Director of IT
Julien Wickstrom, IT
Tamara Fraser, Recording Secretary

1. **CALL TO ORDER**

Mayor Mitchell called the meeting to order at 6:35 pm.

He began 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 respect, cooperation, and coexistence following the intent of the living peace and friendship treaties.

2. **APPROVAL OF AGENDA**

Mayor Mitchell advised item 4.3 OHS Policy Statement will be deferred to a future meeting.

The agenda was approved as amended. Carried.

3. **ADOPTION OF MINUTES OF April 22, 2026, MEETING AS CIRCULATED**

Having no additions or revisions, the Minutes of April 22, 2026, Municipal Joint Services Board were adopted as circulated.

4. **NEW BUSINESS**

4.1 Fourth Quarter Financial Report 2025-26

Mr. Stevens presented the Fourth Quarter Report. A copy is attached to the agenda.

The Board discussed the Fourth Quarter Report.

Moved by, D. Mayor Feeney seconded by Mayor Lohnes-Croft, that the Board accept the 4th Quarter Financial Report 2025-26 for information. Carried.

4.2 MJSB Strategic Priorities

Ms. Crowder reviewed the MJSB Strategic Priorities. A copy is attached to the agenda.

She advised that the Strategic Priorities from the December workshop needed to come back to the Board for approval.

The Board discussed the Strategic Priorities.

Ms. Crowder advised priorities noted as " on hold" for now are due to the LCLC Board decision to defer the Governance matter until the fall. The priority that may be impacted by current staffing compliment is Policy Review. Staff will advise the Board accordingly if there is an impact.

Moved by, Mayor McLean-Wile seconded by Councillor Burns, that the Board accepts the MJSB Strategic Priorities, including a year-end report from 2025-26 and confirmation of the 2026-27 strategic priorities, and direct staff to return with quarterly updates. Carried.

4.3 OHS Policy Statement

Deferred to a future meeting.

4.4 Secondary Dome Panel Replacement

Mr. Welsh advised that the secondary dome used for compost storage and processing as well as a backup tipping floor during any interruptions at other areas of the site was installed in 2017. The current membrane of the structure has multiple holes and separation at some of the joints. The structure was inspected last year, and it was deemed that the best path forward would be to replace all the panels of the main cover.

He noted Tender 2026-002 was issued publicly on May 12, 2026, and closed on June 12, 2026. Five submissions were received in response to the tender call, including two bids from Treeline Project Management Ltd. The bids were evaluated on price, references, warranty, and proposed schedule.

The table below outlines the bids received with anticipated total cost of the contract exclusive of HST:

Vendor	Price	Fabric Grade	Pro-rated Warranty
Treeline Project Management	$86,520.29	407 g/m2	15 years
Treeline Project Management	$106,598.84	466 g/m2 (Elite)	25 years
Tarprite	$158,040.00	407 g/m2	10 years
JL Domes and Doors	$150,000.00	407 g/m2	15 years
JL Domes and Doors	$160,000.00	466 g/m2 (Elite)	25 years

Treeline Project Management's bids include a credit of $2,370.52 to cover the remaining balance of the pro-rated warranty on the existing panels.

Moved by, D. Mayor Feeney seconded by Councillor Burns, that the Board approve the award of Tender 2026-002 Supply & Install Replacement Membrane to Treeline Project Management Ltd for $106,598.84 +HST. Carried.

4.5 Extending the Receiving Facility Agreement with Circular Materials

Mr. Welsh advised that the MJSB entered into a one-year contract with CM on December 1, 2025, to act as a receiving facility for CM obligated recyclable materials.

The contract was intended to act as a bridge deal until the new Material Recovery Facility (MRF) is operational and long-term contracts can be finalized for the receiving facility.

He advised that Circular Materials has requested an extension to the contract with a new end date of May 31, 2027.

Moved by, Councillor Oickle seconded by Councillor Burns, that the MJSB extend the existing Receiving Facility Agreement with Circular Materials (CM) from the original end date of December 31, 2026, to the new end date of May 31, 2027, subject to legal review confirming there are no material issues. Carried.

4.6 Grant Funding Application Approval

Mr. Welsh advised that South Shore Waste Solutions (SSWS) staff has included construction of a reuse centre in the 2027-28 Capital Plan. SSWS receives about 11,000 metric tonnes (mt) of landfill waste and 7,000 mt of construction and demolition (C&D) waste annually. Several types of construction waste are currently reused; however further reuse potential exists for C&D and landfill items.

He explained that the Sustainable Communities Challenge Fund (SCCF) is a grant program for local action on climate change in Nova Scotia. It supports community efforts to reduce or remove greenhouse gas emissions or to prepare for and respond to the impacts of a changing climate. The fund covers 60 – 80% of eligible project costs. This grant requires separate approval from the partners' councils.

The Divert NS Municipal Adoption Fund (MAF) supports municipalities and/or waste management regions wishing to adopt a waste diversion program that has been previously established in Nova Scotia. The fund covers a minimum of 50% of eligible project costs. This grant requires a motion from the Board to support the application, as well as supporting motions from the partner municipal units.

Moved by, Mayor McLean-Wile seconded by Councillor Fougere, that the Board direct staff to request resolutions from the individual MJSB partner municipal councils supporting the submission of an application for the Sustainable Communities Challenge Fund to offset a portion of the cost to set up a reuse centre at South Shore Waste Solutions at a total project cost of $107,000. Carried.

Moved by, Mayor McLean-Wile seconded by Mayor Lohnes-Croft, that the Board endorse the submission of a Divert Nova Scotia Municipal Adoption Fund application to offset a portion of the cost to set up a reuse centre at South Shore Waste Solutions at a total project cost of $107,000. Carried.

4.7 Delegated Authority Update

Moved by, D. Mayor Feeney seconded by COuncillor Burns , that the Board approve updating the Company's TD Canada Trust bank account signing authorities to include the new Director Finance and Corporate Services, Liam Craig as of July 20th, 2026, and Tammy Crowder, CAO, Town of Bridgewater and Tom McEwan, CAO, District of Lunenburg as of July 8, 2026. Carried.

Moved by, D. Mayor Feeney seconded by Councillor Oickle, that the Board approve Liam Craig, Director Finance and Corporate Services, as an authorized representative with CRA as of July 20th, 2026. Carried.

D. Mayor Feeney declared a conflict of interest for Item 4.8 and left the meeting at 7:14 p.m.

4.8 Internet Contract Renewal - EastLink

Ms. Bozek advised that our EastLink contract is coming up for renewal and recommends renewing the contract.

The Board discussed the Internet contract renewal.

Councillor Oickle suggested investigating the costs with Bell Aliant for future consideration.

Moved by, Mayor McLean-Wile seconded by Councillor Burns, that the Board approve the renewal of the internet connectivity and data hosting services agreement with Eastlink for a three-year term, at an estimated total contract value of $242,672, and authorize one of the acting COOs to execute the agreement on behalf of the MJSB. Carried.

D. Mayor Feeney returned to the meeting at 7:19 p.m.

4.9 COO Recruitment

Ms. Crowder advised that after the Board Motion – July 6, 2026, regarding Chief Operating Officer (COO) position has necessitated the need to commence recruitment for a Chief Operating Officer.

She advised that proposals were solicited from Royer Thompson and KBRS for the recruitment of the Chief Operating Officer (COO).

A copy of the proposal comparisons is attached to the agenda.

She noted that KBRS is recommended due to their extensive and recent experience/history in recruiting for executive level positions that would be comparable (CAO's/CEO's).

The proposal award cost is $38,000, pre HST, plus associated expenses (travel, etc.). This is an unbudgeted expenditure.

The Board discussed the COO recruitment.

Moved by, D. Mayor Feeney seconded by Councillor Burns, that the Municipal Joint Services Board award the Executive Search Proposal for the Chief Operating Officer Position to KBRS in the amount of $38,000 pre HST, plus associated expenses, and as alternative procurement; and further that the Board approve the unbudgeted expenditure of the same. Additionally, that the Municipal Joint Services Board appoint a Selection Committee to be comprised of two of the three CAO's and the Chair and Vice-Chair. Carried.

5. **ADDED ITEMS:**

6. **CORRESPONDENCE/ INFORMATION**

6.1 Waste Management Update

The WMSS Tonnage and Revenue Report was circulated with the agenda as an information item.

6.2 Introduction to Microsoft Teams MJSB Board of Directors

Ms. Bozek lead a demonstration of the new Microsoft Teams, MJSB Board of Directors.

Mr. Stevens, Mr. Welsh, Mr. Wickstrom and Ms. Wagner left the meeting at 7:40 p.m.

7. **IN CAMERA**

At 7:40 p.m., it was moved by Councillor Conklin, and seconded by Mayor McLean-Wile, that the Municipal Joint Services Board go In Camera to discuss the following item:

7.1 Municipal Government Act Section 22(2)(a) – Security of Municipal Property

Municipal Joint Services Board In Camera in session.

At 8:03 p.m.; it was moved by Councillor Oickle, seconded by Councillor Conklin, that the Municipal Joint Services Board come out of In Camera and return to open session. Carried.

Municipal Joint Services Board in session.

7.1 Municipal Government Act Section 22(2)(a) – Security of Municipal Property

Moved by, Councillor Oickle seconded by Councillor Burns, that the Board accept the staff report and forward to each partner Council for review and direction. Carried.

8. **ADJOURNMENT**

There being no further business at 8:05 pm., the meeting was adjourned.

_____ _____

MAYOR MITCHELL, CHAIR

TAMMY CROWDER OR TOM MACEWAN
Interim COOs