Town of Mahone Bay Strategic Plan

Action Plan 2018 - 2021 (Updated May 12, 2020)

21st Century Infrastructure

		17/18					2019/20				2020/21			
		Year 1		Yea	ar 2			Yea	ar 3			Yea	nr 4	ľ
Specific Action	Responsible	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Council makes decisions and														
authorizes staff to prepare RFP(s)	Courseil										*			
relating to renovation or	Council													
construction of facilities.														
	Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation or	Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation or	Year 1 Specific Action Responsible Q4 Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation or Council Council	Year 1 Specific Action Responsible Q4 Q1 Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation or Council Logo Logo Logo	Year 1 Year 2 Specific Action Responsible Q4 Q1 Q2 Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation or Council A I I	Year 1Year 2Specific ActionResponsibleQ4Q1Q2Q3Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation orCouncilIIII	Year 1Year 2Specific ActionResponsibleQ4Q1Q2Q3Q4Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation orCouncilImage: CouncilImage: Council	Year 1Year 2Specific ActionResponsibleQ4Q1Q2Q3Q4Q1Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation orCouncilII	Year 1Year 2Year 3Year 3Year 3Year 3Year 3Specific ActionResponsibleQ4Q1Q2Q3Q4Q1Q2Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation orCouncilImage: Specific Action on the second seco	Year 1Year 2Year 3Specific ActionResponsibleQ4Q1Q2Q3Q4Q1Q2Q3Council makes decisions and authorizes staff to prepare RFP(s) relating to renovation orCouncilImage: Staff to graph and the staff	Year 1Year 2Year 3Year	Year 1Year 2Year 3Year	Year 1 Year 2 Year 3 Year 3	Year 1 Year 2 Year 3 Year 3 Year 4 Specific Action Responsible Q4 Q1 Q2 Q3 Q4 Q1 Q4 Q1 Q4 Q1 Q4 Q1 Q4 Q1

	Condition Assessments of Town Infrastructure	CAO/DOO			(Dng	Join	g				
Asset Management	Public Engagement Process	CAO and Council			(Dng	Join	g				
Asset Management	Adopt Asset Management Plan	Council									*	
	Prepare annual 10 year capital budget	Council/Staff							*			*

	Provide Fire Protection Services to Town and area residents with MBVFD	CAO and Council	Ongoing
Emergency Services	Coordinate Policing Services with RCMP	CAO and Council	Ongoing
Emergency Services	Offer Emergency Coordination through REMO Board / Coordinator	CAO and Council	Ongoing
	CodeRED Service - enroll all residents	Staff	

Provide safe streets	Request and implement traffic authority recommendations	CAO/Council			(Ong	goin	g			
and sidewalks	Speed Signs Deployment Plan	DOO				*					
	Active Transportation Plan	Council							*		

	Ensure water pumps have a backup emergency generator	DOO			*					
Meet and exceed	Establish gate valve replacement	DOO	*		*			*		
standards for water	program	DOO								
and wastewater	Straight pipe study follow-up	CAO/DOO					*			*
	Dechlorinate wastewater effluent	DOO							*	

Implement Federal and Provincial	Establish Lunenburg County Accessibility Advisory Committee	Council			*				
Accessibility Legislation	Develop an Accessibility Plan in accordance with provincial legislation	CAO and Council					*		

Foster inter- municipal cooperation	Report on existing shared services and explore opportunities for additional cooperation with other units.	CAO	Ongoing
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Optimize operations structure for efficient	CAO to make recommendations to Council for optimal operations structure, including succession planning	CAO						Ong	goir	ıg			
delivery of services	Implement an updated records management system	CAO						*			*		
	Explore enhanced customer service opportunities, including maximization of technology	CAO	Ongoing										

Economic and Community Development

				20)18/	19		20)19/2	20		20)20/	21	\neg
				Y	'ear	2	-	Y	ear	3		Y	ear	4	
General Action	Specific Action	Responsible	Q4	Q4 Q1 Q2 Q			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Define the framework for an economic	Engage community partners in identifying potential areas of economic development in Mahone Bay	Council/Econ. Dev Committee								*					
development strategy	Discussion with all partners as to the role of each in economic development to identify gaps in service	Council/Econ. Dev Committee									*				
Ensure that Town policies, practices,	Staff to review existing and proposed bylaws and policies and make recommendations to Council	CAO	Ongoing												
bylaws and other regulations foster growth and development	Planning Advsory Committee to review MPS and LUB - including overseeing a public engagement process - and make recommendations to Council	PAC/Consultant										*	*	*	*

Ensure that Town infrastructure is in place to support development plans	Work with the Mahone Bay and Area Tourism and Chamber of Commerce to identify opportunties for tourism-supporting infrastructure (wifi, signage, etc.)	CAO/Econ. Dev Committee	Ongoing
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Collaborate with	Regular meetings with Mahone Bay Tourism and Chamber of Commerce	CAO	Ongoing
organizations that are involved in economic	MBTACC participation on Economic Development Committee	Econ. Dev Committee	Ongoing
development activities	Engage with other Lunenburg County units via Lunenburg County Economic Development group	CAO	Ongoing

Explore Affordable Housing Opportunities through various housing groups and agencies	Council			Ong	goin	g				
Review permitted uses in the Land Use Bylaw re Housing Mix	PAC						*	*	*	*

Continue to pursue opportunities for Harbour Management	Council	Ongoing

Optimize the	Consult with Marina Operators and												
economic value and	MBTACC for economic	Econ. Dev	Ongoing										
	opportunities utilizing the Harbour and waterfront	Committee	Ongoing										
	Monitor water quality in Harbour	BCAF/MODL						*					

	Administer Municipal Heritage Property registration program	HAC	Ongoing
Foster the			
preservation of our	Provide financial support to owners		
built heritage	of registered heritage properties to	HAC	Ongoing
	support their efforts to protect the		
	built heritage of Mahone Bay		

	Seek out opportunities to increase utilization of existing facilities by groups of all ages and physical abilities	DOO/MODL			(Ong	join	g			
opportunities	Update website to increase awareness of recreation opportunities within the Town	CAO				*	*				

Governance and Public Engagement

			2018/19					2019/20					2020/21				
				Y	'ear	2		Year 3					ear	4			
General Action	Specific Action	Responsible	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Optimize governance structure for	Participate in Council Governance training annually or as appropriate	Council					*				*				*		
effective decision- making	Engage in discussions regarding governance / electoral systems	Council									*						
Develop a policy and framework to engage the public in Council activities and decision making	Adopt Public Engagement Policy	Council								*							
Improve communication and share information with the public in a manner consistent with their needs	Explore opportunities to share information via Town website and other methods	CAO/Council						Ong	goin	g							

Create opportunities	Utilize newsletter, website, public		
for public	meetings, etc. to increase public	CAO/Council	Ongoing
engagement	engagement		

Environmental Sustainability

				20)18/	19		20)19/2	20		20)20/	21	
				Year 2				Y	'ear	3		Year 4			
General Action	Specific Action	Responsible	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pursue Climate	Establish Baseline Emissions Data	CAO/Consultant							*						
Mitigation Strategies (reducing Town carbon footprint)	Adopt Targets and Develop Plan	Council/Consultant								*	*				
carbon tootprint)	Implement Plan	CAO/DOO										*	*	*	*

Undertake Climate Adaptation	Engage with waterfront property owners on Edgewater St.	CAO					*					
initiatives (implement further phases of the	Monitor and pursue funding opportunities for a storm surge abatement plan	CAO	Ongoing									
Harbour	Public engagement process	Council/Consultant						*	*			
Development Plan)	Council makes decision and authorizes staff to prepare RFP(s)	Council										*

Expand Green Energy Generation (continued development of	Work with AREA to conclude agreements and contracts supporting Town energy objectives	CAO	Ongoing
Alternate Resource Energy Authority)	Continue to explore new renewable generation opportunities with AREA	CAO	Ongoing
Preserve and enhance our natural spaces and assets	Continue to preserve and enhance our natural spaces and assets	Council	Ongoing