



AGENDA
Town Council Meeting
Monday, June 15th, 2020
7:00 p.m.

- 1) Call to Order
- 2) Approval of Agenda
- 3) Approval of Minutes from the Council meeting held on June 1st, 2020.
- 4) In-Camera Session
MGA Section 22 :
 (c) Personnel matters;
- 5) Delegations: none
- 6) Correspondence:
 Action Required:
 - a) Joshua Brown – Letter – Anti-Discrimination & Racism Committee
 For Information:
 - b) RCMP Policing Finance Plan 2021-2026
 - c) Newsletter – Town of Lockeport
 - d) Bernadette Jordan – Letter – Response re: Farley Mowatt Reimbursement
 - e) Clark’s Harbour – Letter – re: Port of Entry
 - f) MLA Kim Masland – Letter – re: Port of Entry
- 7) Council Items:
 - a) Council Summer Schedule – August Break and Guild Hall Dates (COVID-19 changes)
 - b) Community Graduation Celebration
- 8) Staff Reports:
 - a) Monthly Report
 - b) Year To Date Financials
 - c) End of Month Tickets Report
 - d) Dangerous and Unsightly Report
 - e) Staff Report – Compass NS
 - f) Staff Report - TBR Decision Follow-up
- 9) New Business:

10) Adjournment



Town of Shelburne
Minutes of the Regular Council Meeting
Monday, June 1st, 2020
Virtual Via ZOOM 5 p.m.

Council Members Present

Mayor Karen Mattatall
Deputy Mayor Nolan Young
Councillor Rick Davis
Councillor Harold Locke
Councillor Sheldon Ringer

Staff Present

Ken Smith, Interim CAO
Julie Ferguson, Clerk

Call to Order

Mayor Mattatall called the meeting to order at 5:05 p.m.

Approval of the Agenda

Locke - Young

THAT the Agenda for the Regular Town Council Meeting of June 1st, 2020 be approved with the addition of Council Item 7(d) Mark Peck – TBR Letter.

CARRIED

Approval of the Minutes

Davis - Locke

THAT the Minutes of the Regular Town Council Meeting held on May 19th, 2020 be approved.

CARRIED

Young - Ringer

THAT the Minutes of the Budget Town Council Meeting held on May 21st, 2020 be approved.

CARRIED

Locke - Davis

THAT the Minutes of the Special Town Council Meeting held on May 26th, 2020 be approved.

CARRIED

Proclamations

- a) National Aboriginal History Month
- b) Canadian Armed Forces Day – June 7th, 2020
- c) National Aboriginal Day – June 21st, 2020
- d) National Day of Remembrance for Victims of Terrorism – June 23rd, 2020
- e) Canadian Multicultural Day – June 27th, 2020

Delegations

None

Correspondence

Action Required:

None

For Information:

- a) Email – Kim Masland – Port of Entry
- b) Letter – Municipality of the District of Shelburne – Port of Entry

Council Items

- a) **Appointment of Andrew Goreham as Development Officer**

Davis – Young

THAT Council recommend the appointment of Andrew Goreham as the Development Officer, subject to approval from the Municipality of the District of Shelburne.

CARRIED

- b) **Compass NS Project – Taxes, Permit Fees, Deed Transfer Tax, Water Issues**

Council asked staff to look into the costs that were discussed during the Special Town Council Meeting with Compass NS in regards to 28 John Street and to present a simple Staff Report for the June 15th, 2020 meeting for Council's information.

- c) **Passage of the 2020-21 Operating and Capital Budgets**

Locke – Davis

THAT Council approve the 2020/21 General Operating Budget as presented with the following tax rates –

Residential / Resource Tax Rate of \$2.06 per \$100 of assessment

Commercial Tax Rate of \$3.88 per \$100 of assessment

Sewer Charge of \$260 per unit

Solid Waste Charge of \$257.49 per unit

Daily Interest at 15% per annum

CARRIED

Locke – Davis

THAT Council approve the 2020/21 Five Year Capital Budget as presented.

CARRIED

- d) **Letter – Mark Peck – TBR decision**

Young – Ringer

THAT the CAO follow up with Mark Peck to discuss potential options with respect to the Temporary Borrowing Resolution decision and the Municipal Loan Program.

CARRIED

Staff Reports

- a) **Staff Report – Municipal Election 2020**

Davis – Young

THAT Council appoint Ken Smith as Returning Officer for the October 2020 election.

CARRIED

Locke – Davis

THAT Council authorize the CAO to enter into the Information Sharing Agreement with Elections Nova Scotia to use the Provincial List of Electors as its preliminary list.

CARRIED

Davis – Locke

THAT Council support the recommendation of the CAO to ensure that the upcoming election is conducted solely by Alternative Voting (ie telephone and internet).

CARRIED

New Business

a) Councillor Davis – Welcome to Ken Smith as Interim CAO

Councillor Davis welcomed Ken Smith to the position of Interim CAO and thanked him for offering to fill the CAO position on a temporary basis. Interim CAO Ken Smith brings experience acting as an Interim CAO in neighbouring communities and also as a former CAO of Bridgewater.

b) CAO – First Day Review

The CAO reported to Council about his first day as the Interim CAO, stating that he was pleased to see a manageable flow of residents using the office for payments and thanking the outgoing CAO, Darren Shupe, for giving him a good transition experience.

Adjournment

Locke

THAT the Regular Town Council Meeting of Monday June 1st, 2020 be adjourned at 5:58 p.m.

CARRIED

Mayor

Clerk

Joshua Brown
Box 1496
Shelburne, NS
B0T 1W0

RE: Anti-Discrimination and Racism Committee

June 8th, 2020

Dear Mayor Mattatall and fellow councillors,

ACTION: I am writing today to ask the Town of Shelburne Town Council to bring back the Anti-Discrimination and Racism Committee to deal with a number of community issues that have arisen since the Town Council unceremoniously ended the committee months back. If a vote is held, please record the votes to indicate who is in favour and who is not.

Several interested citizens are ready to organize if the Town of Shelburne acts. Clearly, given recent events, now is the time for the Town of Shelburne to act positively and collaboratively as an active partner to help address the systemic racial issues prevalent in our region.

It is imperative that the public be given a voice. I believe that Town Council can help that be achieved. Please respond with any feedback in a timely fashion.

Sincerely,

Josh Brown
Shelburne, NS

PS There are a number of questions I asked that have not been answered. These questions were directly at Council and demand a response. Please act accordingly.



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Commanding Officer

Commandant divisionnaire

80 Garland Avenue
Mailstop #H-001
Dartmouth, NS
B3B 0J8

May 25, 2020

Mr. Darren Shupe
Chief Administrative Officer
Town of Shelburne
P.O. Box 670
Shelburne, Nova Scotia
B0T 1W0

Dear Mr. Shupe:

In compliance with Article 17.1 of your Municipal Police Service Agreement, I am pleased to provide you with a Multi-Year Financial Plan covering the projected cost of policing the Town of Shelburne from 2021/22 to 2025/26.

These projections are based on the current establishment and take into account any potential vacancies. The cost of PROS, guard services, overtime, and accommodation, have been estimated separately and are billed based on actual expenditures.

Should you wish to discuss the Multi-Year Financial Plan further, please do not hesitate to contact Debbie Mumford, our Senior Financial Management Advisor, at (902) 720-5646.

Yours truly,

A/Commr. Lee Bergerman
Commanding Officer 'H' Division
Royal Canadian Mounted Police, Nova Scotia

Attachment

Canada

Municipal Policing Agreement

2021-2022 to 2025-2026 Multi Year Estimate

Town of Shelburne

H2253

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
(A) Per Capita Cost	192,490	187,119	189,487	191,124	191,821	195,452
(B) Projected FTE Utilization	3.375	3.375	3.375	3.375	3.3750	3.3750
(C) Overtime Estimate	55,000	56,375	57,784	59,229	60,710	62,227
(D) Accommodation - per sq meter	12,795	12,795	12,795	12,795	12,795	12,795
(E) Accommodation - Operating & Maintenance	29,412	30,000	30,600	31,212	31,836	32,473
(F) Guards and Matrons @ 100%	50,000	50,000	50,000	50,000	50,000	50,000
Cost Forecast:						
(A x B) x 70%	454,758	442,069	447,663	451,530	453,177	461,755
C x 70%	38,500	39,463	40,449	41,460	42,497	43,559
D + E + F	92,207	92,795	93,395	94,007	94,631	95,268
Total	585,465	574,326	581,507	586,998	590,305	600,583
% increase year over year		-1.90%	1.25%	0.94%	0.56%	1.74%

**H Division Municipal Policing Agreement
Multi-Year Financial Plan
2020-2021 to 2025-2026
Pooled Rate Summary**

Direct Costs	2020/21 Plan	2021/22 Plan	2022/23 Plan	2023/24 Plan	2024/25 Plan	2025/26 Plan
OPERATING	4,343,715	3,958,479	4,126,041	4,207,709	4,218,802	4,315,607
CAPITAL	89,000	252,000	184,800	131,500	115,500	115,500
CREDITS TO CP	-1,024	0	0	0	0	0
Grand Total	4,431,691	4,210,479	4,310,841	4,339,209	4,334,302	4,431,107
Indirect Costs						
	2020/21 Plan	2021/22 Plan	2022/23 Plan	2023/24 Plan	2024/25 Plan	2025/26 Plan
Category 1: Pension Insurance	839,873	777,987	797,436	817,372	837,807	858,753
Category 2: Support Programs	1,156,026	1,240,495	1,193,746	1,202,529	1,211,312	1,220,199
Category 3: National Programs	228,638	239,695	248,939	248,939	248,939	248,939
Category 5: Other Capital Cost Recoveries	28,435	28,669	28,971	28,971	28,971	28,971
Category 6: Other Government Departments	29,388	29,388	29,388	29,388	29,388	29,388
Grand Total	2,282,360	2,316,234	2,298,480	2,327,199	2,356,417	2,386,250
Total Planned	6,714,051	6,526,713	6,609,321	6,666,408	6,690,719	6,817,357
FTE						
	2020/21 Plan	2021/22 Plan	2022/23 Plan	2023/24 Plan	2024/25 Plan	2025/26 Plan
Member	34.88	34.88	34.88	34.88	34.88	34.88
Grand Total	34.88	34.88	34.88	34.88	34.88	34.88
Per Officer Rate	192,490	187,119	189,487	191,124	191,821	195,452

**H Division Municipal Policing Agreement
Multi-Year Financial Plan
2020-2021 to 2025-2026
Direct Expenditure Summary**

Direct Costs	2020/21 Plan	2021/22 Plan	2022/23 Plan	2023/24 Plan	2024/25 Plan	2025/26 Plan
OPERATING						
01 - PERSONNEL						
030 - Pay - Members	3,735,500	3,394,263	3,479,119	3,566,097	3,655,250	3,746,630
01 - PERSONNEL Total	3,735,500	3,394,263	3,479,119	3,566,097	3,655,250	3,746,630
02 - TRANSPORTATION & COMMUNICATIONS						
050 - Travel	18,595	18,817	19,043	19,272	19,504	19,738
052 - Training Travel	57,812	57,812	57,812	57,812	57,812	57,812
053 - Training Travel UCA	6,740	6,821	6,902	6,986	7,069	7,154
070 - Freight/Post/Exp/Car	3,472	3,514	3,556	3,598	3,642	3,685
100 - Telecomm Services	0	0	0	0	0	0
02 - TRANSPORTATION & COMMUNICATIONS Total	86,619	86,964	87,313	87,668	88,027	88,389
03 - Information						
130 - Publication Services	200	200	200	200	200	200
03 - Information Total	200	200	200	200	200	200
04 - PROFESSIONAL AND SPECIAL SERVICES						
190 - Training & Seminars	67,589	67,589	67,589	67,589	67,589	67,589
219 - Professional Svcs	23,601	23,884	24,171	24,460	24,754	25,051
220 - Other Services	1,826	1,848	1,871	1,893	1,916	1,940
223 - Radio Comm Svcs	70,000	71,750	73,544	75,382	77,267	79,199
04 - PROFESSIONAL AND SPECIAL SERVICES Total	163,016	165,071	167,175	169,324	171,526	173,779
05 - RENTALS						
261 - Leasing of Aircraft	7,176	7,176	7,176	7,176	7,176	7,176
290 - Rentals - Other	2,036	2,059	2,084	2,109	2,135	2,160
05 - RENTALS Total	9,212	9,235	9,260	9,285	9,311	9,336
06 - PURCHASED REPAIR AND MAINTENANCE						
370 - Repair of Vehicles	35,243	35,666	36,095	36,528	36,967	37,409
390 - Repair Misc Equip	2,588	2,619	2,651	2,682	2,714	2,747
393 - IT Repair & Maint	500	500	500	500	500	500
06 - PURCHASED REPAIR AND MAINTENANCE Total	38,331	38,785	39,246	39,710	40,181	40,656
07 - UTILITIES, MATERIALS AND SUPPLIES						
430 - Fuel	120,816	122,267	123,734	125,219	126,722	128,241
500 - Stationary	17,436	17,645	17,857	18,071	18,287	18,508
510 - Clothing & Kit	14,409	14,582	14,756	14,934	15,113	15,294
540 - Supp & Sundry Equip	14,424	14,597	14,772	14,949	15,129	15,311
07 - UTILITIES, MATERIALS AND SUPPLIES Total	167,085	169,091	171,119	173,173	175,251	177,354
09 - ACQUISITION OF MACHINERY AND EQUIPMENT						
440 - Transport Supp/Acc	16,452	16,650	16,849	17,052	17,256	17,463
441 - Vehicle Changeovers	26,000	45,500	34,000	25,500	19,500	19,500
480 - Firearms/Annun/Weap	2,500	2,500	2,500	2,500	2,500	2,500
770 - Radio Communication Equipment	75,000	20,560	20,560		30,100	30,100
841 - Acq Computer Equip	20,100	5,960	95,000	113,500	6,000	6,000
910 - Ofc Machines/Equip	1,200	1,200	1,200	1,200	1,200	1,200
920 - Security Equipment	0	0	0	0	0	0
900 - Other Equipment	0	0	0	0	0	0
09 - ACQUISITION OF MACHINERY AND EQUIPMENT Total	141,252	92,370	170,109	159,752	76,556	76,763
12 - OTHER SUBSIDIES AND PAYMENTS						
590 - Misc Expenditures	2,500	2,500	2,500	2,500	2,500	2,500
12 - OTHER SUBSIDIES AND PAYMENTS Total	2,500	2,500	2,500	2,500	2,500	2,500
OPERATING Total	4,343,715	3,958,479	4,126,041	4,207,709	4,218,802	4,315,607
CAPITAL						
09 - ACQUISITION OF MACHINERY AND EQUIPMENT						
890 - Vehicles	89,000	252,000	184,800	131,500	115,500	115,500
09 - ACQUISITION OF MACHINERY AND EQUIPMENT Total	89,000	252,000	184,800	131,500	115,500	115,500
CAPITAL Total	89,000	252,000	184,800	131,500	115,500	115,500
CREDITS TO CP	-1,024	0	0	0	0	0
Grand Total	4,431,691	4,210,479	4,310,841	4,339,209	4,334,302	4,431,107

**H Division Municipal Policing Agreement
Multi-Year Financial Plan
2020-2021 to 2025-2026
Indirect Expenditure Summary**

Indirect Costs	2020/21 Plan	2021/22 Plan	2022/23 Plan	2023/24 Plan	2024/25 Plan	2025/26 Plan
Category 1: Pension Insurance						
Canada Pension Plan	103,948	106,548	109,211	111,941	114,740	117,609
Member Employment Insurance	698,916	633,505	649,343	665,577	682,216	699,271
Company Pension: RM/CM Pensionable Salaries	37,009	37,934	38,882	39,854	40,851	41,873
Category 1: Pension Insurance Total	839,873	777,987	797,436	817,372	837,807	858,753
Category 2: Support Programs						
Divisional Administration	1,145,668	1,230,043	1,183,199	1,191,885	1,200,570	1,209,359
Enhanced Reporting and Accountability	4,098	4,098	4,098	4,098	4,098	4,098
Legal Advisory Services	6,260	6,354	6,449	6,546	6,644	6,742
Category 2: Support Programs Total	1,156,026	1,240,495	1,193,746	1,202,529	1,211,312	1,220,199
Category 3: National Programs						
Cadet Training Program	179,318	187,166	192,643	192,643	192,643	192,643
Recruiting	49,320	52,529	56,296	56,296	56,296	56,296
Category 3: National Programs Total	228,638	239,695	248,939	248,939	248,939	248,939
Category 5: Other Capital Cost Recoveries						
Police Reporting and Occurrence System	28,435	28,669	28,971	28,971	28,971	28,971
Category 5: Other Capital Cost Recoveries Total	28,435	28,669	28,971	28,971	28,971	28,971
Category 6: Other Government Departments						
Civilian Review & Complaints Commission	17,122	17,122	17,122	17,122	17,122	17,122
Shared Services Canada, Municipal	12,266	12,266	12,266	12,266	12,266	12,266
Category 6: Other Government Departments Total	29,388	29,388	29,388	29,388	29,388	29,388
Grand Total	2,282,360	2,316,234	2,298,480	2,327,199	2,356,417	2,386,250

May 2020

Spring Newsletter 2020

From the Mayor's Office

Town of Lockeport



Message from the Mayor

Spring is around the corner even with COVID-19

Your Council

- *Mayor*
George R. Harding
- *Deputy Mayor*
Dawn DeMings-Taylor
- *Councillor*
Dayle Eshelby
- *Councillor*
Kent Balish
- *Councillor*
Cory Nickerson



It has been a challenging time for Nova Scotians, Canadians and all Countries in dealing with the COVID-19 pandemic. The majority of citizens in our area have been conscientiously abiding by the State of Emergency directives. Council thanks our residents for doing your part to contain this highly contagious and deadly virus. At time of printing, there is no known cases of COVID-19 in Shelburne County. We have not experienced this kind of social upheaval in our lifetime. It has been a challenge and it is predicted that a new normal will emerge since some of the ways we do things can not continue to be done in the future. Medical researchers warn that new viruses and possible pandemics are a reality, it is just a matter of when.

Council and staff have had to work differently because of the State of Emergency directives. Council and Committees are holding their meetings by teleconference and all our staff are working within the physical distancing guidelines. Extra disinfecting of surfaces is happening as well.

I would like to thank residents for continuing to promptly pay your taxes by mail and on-line. Remember the due date has been extended to June 30th.

Update on projects.

Trestle Trail Walkway The Trestle Trail is completed within our completion deadline. The work was done by Aberdeen Paving Ltd. The trail is drastically different. It is more than six feet wide and provides a smooth walking surface. If you haven't walked the trail yet, take a look. The armor stone on the north side facing the ocean will help protect this section from storm surges and sea level rise. However, it must be acknowledged that there can be no protection from a catastrophic storm that struck the Bahamas last year.

The Town was required by the Department of Fishery and Oceans (DFO) to do a reclamation project to off-set the possible damage to fish species by our trestle project. We opened up the land trapped lagoon at Lower Water Street. A culvert was put into that portion of the railway trail. Years ago there was an opening at this section. Students at Lockeport Regional High School have taken samples of the lagoon prior to the installation of the culvert. They will monitor this waterway over the next year to document new sea life as it establishes itself with the seawater having direct flow into the lagoon. The lagoon water level rose and fell by filtration before but of course no sea life could enter. We conducted water levels prior to and after installing the culvert. There is no difference between the two measurements. The project cost us an extra \$12,358.00 on the trestle project but DFO would not have approved our project without this reclamation project. This is the reality of acquiring government permits.

Streets We have completed some crack filling on some street. Larger cracks and potholes will need to be filled with cold patch. Hopefully over the next years Council will continue the badly needed street repairs.

Inside this issue:

Tick Season	2
Sewer System <i>Needing your help...</i>	2
Our Community <i>A great place to live.</i>	3
Election Talk	3
No consolidation talks.	3
July 1st Plans <i>Modified and Postponed.</i>	4
RBC Not just a bank!	4
Looking Ahead	4

Health and Wellness - Tick Season is Approaching

Communicable Disease Prevention & Control

Reprinted from Nova Scotia Public Health

Lyme Disease Lyme disease is a bacterial infection transmitted to humans by the bite from an infected blacklegged tick. In Nova Scotia, only the blacklegged tick carries the bacteria that causes Lyme disease, and not all blacklegged ticks carry the bacteria. *Shelburne County is classed as at a "higher risk" part of the province.* About 3/4 of the province is classed in this category.

How can you protect yourself from Lyme disease?

- There are several ways to prevent or reduce contact when in areas with long grass, shrubs or woods.
- Apply insect repellents containing DEET or Icaridin to exposed skin and clothes. Follow directions on the package.
- Wear light clothing, long sleeved shirts and pants, closed shoes, and tuck pant legs into socks.
- Walk on well-traveled paths, avoiding high grass and vegetation.
- Check yourself, children, and pets. Check clothing and inspect skin, including in and around ears, arm pits, inside belly button, groin, around waist, and especially in hair and scalp area. When possible take a bath or shower, within two hours of being outside. This makes it easier to find ticks and washes away loose ones.
- Remove ticks. Carefully grasp ticks with tweezers as close to the skin as possible and pull tick straight out. Clean and disinfect the area.
- Keep lawns mowed short.

The Lockeport Medical Centre, 44 Spruce Street, provides an important convenience for blood collection services on every second Wednesday from 8 a.m. – 10 a.m.

To learn to identify the blacklegged tick and others go to http://www.lickencounter.org/lick_identification_nonflash

Also go to <https://novascotia.ca> and search Communicable Diseases—Lyme Disease.

Help Us Manage Our Sewer System

COVID-19 Impacts on Sewer Systems

With the rapidly rising use of sanitizing and disposable wipes amid the COVID-19 crisis, Residents are reminded of the importance of **NOT** flushing wipes of any sort- including those labelled "Flushable" or "Biodegradable".

We are already seeing impacts on our municipal sewer system due to the increase in usage of these wipes. Pump Stations are being blocked and disabled by wipes and the only way to clear the

obstruction is to physically handle the pump and remove the sewer debris by hand.

This unnecessary action puts you and your home at risk of a sewer backup. Also, it is an avoidable and unpleasant use of our staff resources.

We ask that you please do your part and keep wipes of all sorts out of the sewer system.

Thank you for your cooperation.



Let's not tug and pull but work together.

Reminder

Please do not feed the gulls in neighbourhoods with neighbours close by. Neighbours don't like the effect it has on their property. Thank you for your cooperation.

Our Community

We live in a terrific community and I use the term broadly to include the surrounding residents who see Lockeport as part of their community. Our community is all of you who work, shop, play and volunteer to make Lockeport a viable town and see yourselves as part of our family. Many see our seaside community noted for sea, sand and serenity, as a wonderful place to live and visit.

Our Businesses constantly support events and fundraising groups by donating merchandise and funds. They keep giving and giving. The planters on North Street and much of the mulch and fertilizer used on the gardens around town have been donated by two businesses. The Car Show has been organized by a couple of businessmen. It all contributes to community spirit.



The Locke's Island Players theatre group are active in bringing amateur theatre and musical presentations to our community. It is a volunteer organization made up of residents from Lockeport and area including Shelburne. They have produced heartwarming original productions. If you haven't attended, make a plan to attend once public gatherings resume.

Here By Choice residents who have purchased homes in Lockeport, whether they are summer residents, some who plan to retire here, or those who now live here fulltime, contribute in ways that you might not be aware of. It is good that most have visited Lockeport on holidays, stayed at the cottages, and returned with the intention of purchasing a home here. They have experienced personally what Lockeport has to offer. They bring insight and knowledge with them and are willing to share and contribute. They renovate and restore their homes which helps maintain the character of our town. We have a lot to be thankful to these new members of our community family.

FUTURE PROOFING LOCKEPORT

Future Proofing Lockeport is a recently created society of community members who are exploring ways to enhance the community. They are project orientated. Projects that are being researched are: expanding the community garden, putting a concrete ramp at the west side of Crescent Beach, establishing a recreational halibut fishery at Lockeport and a non-business "u-brew" where locals can brew their beer collectively and enjoy the social aspect of the endeavor as well as the tasty results. These projects have a person championing the idea and have a small committee to work to make it happen.



Clearwater Seafoods Pierce Fisheries is working in partnership with three Eastern Shelburne County Municipalities to sponsor Community Improvement Projects. Clearwater will volunteer dedicated employee time to advance projects in Lockeport and other communities. This is a win-win agreement that will see important community projects move forward. You should see the start of these projects by June.

Election and other Ramblings

Saturday, October 17th is the scheduled date for Municipal elections. There will be advance polls prior to the 17th.

I hope some residents of Lockeport are willing to run for Mayor or Councilor positions to trigger an election. It is always good when there is an election and residents have a choice in who they want to represent them. As you know, I will not be reoffering as your Mayor. So think about putting your name forward to service your community on Council. It does have the reward of knowing you can make a difference for your community and the region.

There will be no consolidation talks between the Town of Shelburne, Municipality of the District of Shelburne (MDS) and the Town of Lockeport. The Town of Shelburne would like to open talks. MDS' position is "we would consider further discussions, only if the Province agreed to come and present information on significant funding they would provide to aid with current and future infrastructure costs." Lockeport's position is the willingness "to work towards addressing Minister Porter's suggestion to develop a process for determining infrastructure priorities prior to re-engaging with the Province in consolidation discussions."

I do believe that consolidation (not amalgamation, there is a difference) is inevitable. It might be years away but Eastern Shelburne County is too small to have three Municipalities governing a little more than 7,000 residents considering we have multiple shared service agreements crisscrossing amongst the three municipalities. These include fire protection, building inspector services, tourism, garbage collection, and many more. This already shows that we better service our taxpayers when we enter into these shared service agreements. With one governing body economic development would have a regional focus. In my opinion, there are many benefits for the residents of Eastern Shelburne County with consolidation and no loss of identity to the towns. I believe it's a win-win-win for all of us.

Town of Lockeport

PO Box 189

26 North Street

Lockeport, NS | B0T 1L0

General Office 902-656-2216

Mayor's Office: 902-656-2209

Fax: 902-656-2935

Main email:

townoflockeport@ns.sympatico.ca

Mayor's email:

mayoroflockeport@gmail.com

Facebook: [town.lockeport](https://www.facebook.com/town.lockeport)

www.lockeport.ns.ca

Our Mission Statement: *My Town*

Lockeport- where we partner to build a prosperous future with services that provide value and a quality of life in which we take pride.

July 1st 2020 will take on a very different form this year. The July 1st Committee is planning a modified day with some virtual activities and an antique and classic car procession around town and East Green Harbour. There will be no gathering of people in our plans. More activities will be moved to Labour Day such as the fireworks but that all depends on what we are permitted to do as far as gathering and physical distancing. We can't predict how this COVID-19 restrictions will play out. More detailed information will be shared with you as we near July 1st. We hope you will be supportive and be creative in how you celebrate Canada's birthday while following the medical advise whatever that may be. The July 1st Committee will continue to acknowledge our business sponsors but we will not be asking most of these sponsors for funding support this year.



Council has approved the construction of a gated dog park. It is not a large area at the end of the soccer field. Many dog owners were polled and agreed to the location. It will provide a space for dogs to socialize with their owners. Over time the dog owners will work out usage so that it is manageable.



Did You Know? - RBC is more than a Bank

RBC Foundation is a partner with the Nature Conservancy of Canada (NCC). "As Canada's largest private land conservation organization, NCC manages large amounts of data for conservation planning, land securement and stewardship. With funding from the RBC Foundation, NCC is investing in more powerful and advanced software that help staff collect, store, share and analyse more data, and do so more efficiently. This will allow NCC to respond more quickly and precisely to Canada's conservation needs ..." NCC's most recent acquisition in NS is the 379-acre of forest and wetlands now The Shaw Wilderness Park just five kilometres from downtown Halifax.

RBC has sponsored projects in Lockeport since 2003. They have given corporate grants of \$1000.00 which have benefited the Seaside Play Park, Lockeport Elementary and LRHS, July 1st celebrations, and the Lockeport Open Golf Tournament. In 2014 and 2015 they supported two very successful "RBC Sports Day in Canada" events. In 2014 and 2016 Lockeport was the recipient of \$10,000.00 "Learn to Play" grants both years. We thank RBC for their community support.

Looking Down the Road

*What do you see down the road?
Council is always open to your input.*

The fire department will be getting a new fire truck. Lockeport's share is \$210,320.00, the Fire Department contributed \$40,000 from fundraising and donations and the Municipality of the District of Shelburne (MDS) is contributing \$158,788.00 because there is a shared service agreement since Lockeport provides fire service to parts of their municipality. A new truck would take a full year to build. *A reminder: Please purchase and put the blue reflective civic house number on your property. The Civic Address By-law was requested by the First Responders, Fire Departments and Emergency Medical Services (EMS).* Please support them in their request.

As you know Lockeport is in partnership with the Municipality of the District of Shelburne (MDS) to bring fibre optics throughout most of their municipality and Lockeport. Develop Nova Scotia has approved a 1.9 Million dollar grant for this project. Lockeport's

contribution is \$100,000.00 and Bell Canada says this project is on track and is to be completed for Lockeport by the end of October 2020 at the latest.

What will be the impact of Climate Change and Sea Level Rise on our community down the road? Nova Scotia will be impacted more than other coastal provinces with sea level rise because our province continues to sink from the ice age. The land mass is sinking and the sea level is rising. For example the models for 2050 show the water fronts of Halifax and Dartmouth would be underwater. Our model completed by University of Waterloo showed critical areas of ocean intrusion. Council has taken this seriously as shown in my Winter 2019 newsletter. However, for the most part, climate change is being ignored and is a political football. Well respected scientists from around the world tell us the impact of climate change, unchecked, will be far worse on populations, food security and land use than the present COVID-19 pandemic. We still have the opportunity to reduce the severity if all countries work together and as individuals we do our part.

Shop locally as much as possible. It is what keeps our Community alive.



Ottawa, Canada K1A 0E6

June 3, 2020

Her Worship Karen Mattatall
Mayor of the Town of Shelburne
168 Water Street
PO Box 670
Shelburne NS B0T 1W0

Dear Madam Mayor:

Thank you for your correspondence of April 15, 2020, regarding reimbursement of expenses related to the MV *Farley Mowat*.

Before I respond to your letter, please allow me to address how we are responding to the rapidly evolving and fluid COVID-19 pandemic. As you know, we are living in unprecedented times, and in the face of an uncertain economic situation, the Government is taking action to help.

As Minister of Fisheries, Oceans and the Canadian Coast Guard, I am committed to providing the Canadian fisheries sector the support needed so they can continue to provide the world with high-quality, sustainably sourced fish and seafood. I am in regular contact with many harvesters, processors, and representative groups to hear their concerns, understand the economic challenges this pandemic poses, and ensure that their voices are represented.

In addition to managing the necessary public health aspects of this pandemic, our government continues to step up to support Canadian businesses and their employees. As announced by the Prime Minister, a new set of economic measures has been introduced to help stabilize the economy and help Canadians during this challenging period. These measures, delivered as part of the Government of Canada's COVID-19 Economic Response Plan, include the Canada Emergency Response Benefit (CERB) for eligible workers who have lost their income due to COVID-19. Seasonal workers who have exhausted their Employment Insurance benefits are eligible for CERB. Additional benefits are available to businesses including the Canada Emergency Wage Subsidy (CEWS), Business Credit Availability Program (BCAP), and the Canada Emergency Business Account (CEBA).

To learn about these and other measures the Government of Canada is taking to support Canadians and businesses, I encourage you to consult the website for [Canada's COVID-19 Economic Response Plan](#) and the Fisheries and Oceans Canada (DFO) website for [Information for industry and partners](#).

.../2

Rest assured, DFO will continue to deliver on its mandate during these times. The Canadian Coast Guard remains at the ready to provide assistance to mariners and ensure that trade routes remain open in Canadian waters. The unpredictability of this situation continues to be a challenge, and our response will continue to evolve. I am confident that the sector is resilient and will remain a strong and vital sector in the Canadian economy.

With respect to your request for reimbursement of expenses related to the MV *Farley Mowat*, unfortunately, the Department cannot accept your claim as drafted, as it has been determined that there is no legal basis for a claim against the Crown. The Department, however, will be pleased to re-assess its position in light of any legal position you wish to advance.

Thank you for writing.

Sincerely,

A handwritten signature in black ink, appearing to be 'Bernadette Jordan', with a long horizontal line extending to the right.

The Honourable Bernadette Jordan, P.C., M.P.
Minister of Fisheries, Oceans and the Canadian Coast Guard

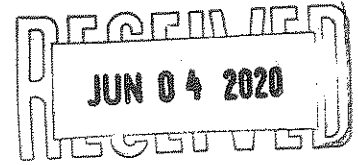
OFFICE OF THE
MAYOR
PHONE: (902) 745-2390
FAX: (902) 745-1772

P.O. BOX 160
CLARK'S HARBOUR, N.S.
BOW 1P0



TOWN OF CLARK'S HARBOUR

NOVA SCOTIA
(INCORPORATED MARCH 4TH, 1919)



May 28, 2020

Mayor Karen Mattatall
168 Water Street
P.O Box 670
Shelburne, N.S
B0T1W0

Dear Mayor Karen Mattatall,

It has recently come to our attention that Shelburne Harbour has been removed as a designated Port of Entry for vessels arriving in Canada from overseas ports. Beyond citing the Covid-19 situation, the Canada Border Service Agency (CBSA) offers no specific reason that we can find on its website for the closing of certain Ports of Entry, while holding open others that are not as heavily used by boaters, as our own Port. While we have been informed that this is a "temporary" closure, we believe it presents an immediate hazard for both boaters and local CBSA officers/inspectors, and at the same time, has the potential to deliver a devastating blow to our economy, locally and county-wide.

It is our understanding that amid Covid-19, Shelburne Marina has already worked closely with CBSA to meet the repatriation needs of two Canadian flagged yachts returning home from the south. Additional safety protocols have been developed and implemented at local expense. The harbour has well suited existing infrastructure in place that has enabled these clearances to proceed without incident. We understand that at least six more vessels are enroute, and for the safety of these vessels and others, we respectfully request a reversal of the decision from temporary to open status. Already, in the days following last week's closure order, a vessel redirected to Yarmouth per CBSA's new order, after having to navigate the difficult and dangerous tides and currents specific to Yarmouth, found no open marina facilities and no ability to provision or refuel.

A second vessel, making way directly for Halifax due to the Shelburne closure, got entangled in lobster gear and had to be towed to Lockeport where CBSA officers had to then travel from Yarmouth, past Shelburne, in order to clear the vessel.

Clearing vessels in Yarmouth, which means vessels need to proceed closely along the south coast, presents a further opportunity for entanglement in lobster gear, creating a substantial additional safety hazard as well as economic damage to fishermen in the form of lost and/or damaged gear.

Over a given season, Shelburne clears more pleasure craft than nearly any other Port of Entry in the Province. Using standard industry metrics, those clearances contribute on average over \$300,000 in direct spending into our local economy and well over \$1 million in spin-off economic activity.

Shelburne has already developed and worked successfully with CBSA to safely clear boats, provisioning them and offering protected moorings for 14-day quarantines. To close Shelburne as a Port of Entry, even temporarily, will have negative impacts from both a safety and an economic perspective. We, once again, respectfully ask that this decision be reversed. Time is of the essence as Canadian flagged boats are enroute as of writing this request.

The safe "clearing" of these boats, for both CBSA officers and vessel crews, should be the number one priority of CBSA. Shelburne has always been CBSA's partner in these efforts. If anything, Covid-19 makes it even more crucial that Shelburne be allowed to continue partnering with CBSA, for the safety and security of all concerned.

Sincerely,

A handwritten signature in black ink that reads "Leigh Stoddart". The signature is written in a cursive, flowing style.

Mayor Leigh Stoddart

cc: Honourable Bernadette Jordan
Honourable Bill Blair
MP Chris d'Entremont
MLA Kim Masland



House of Assembly
Nova Scotia

Kim Masland, MLA
271 Main Street
Liverpool, NS
B0T1K0
Kim.maslandmla@gmail.com

June 8, 2020

Honourable Bill Blair
Minister of Public Safety and Emergency Preparedness
House of Commons
Ottawa, ON
K1A 0A6

Dear Honourable Minister Blair,

It has been brought to my attention that Shelburne Harbour has been removed as a designated Port of Entry for vessels arriving in Canada from overseas ports. It is my understanding this decision made by Canada Border Services Agency (CBSA) is because of the COVID-19 situation and this will only be a temporary closure.

As I am sure you are aware, this Port clears more pleasure craft than nearly any other Port of Entry in the Province. Although, I understand and fully appreciate the heightened requirements that are necessary during a pandemic, Shelburne Port has in the midst of COVID-19 worked very successfully with CBSA. Shelburne Port was able to meet the repatriation needs of two Canadian flagged yachts returning home from the south while implementing safety infrastructure at local expense to ensure clearances could proceed without incident. Shelburne Port has proven its ability to safely clear boats and offer protected moorings for 14 day quarantines.

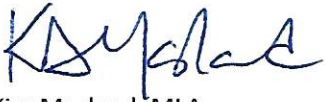
I am hoping you can provide the reasons why your department has chosen to close our port temporarily. I am aware that multiple municipal units have expressed their concerns with you and our MP, The Honourable Bernadette Jordan. In a further conversation with MP Jordan's office, I have been advised that a conference call was organized between our MP and concerned municipal units.

Page 2

I am adding my voice to the many others who are respectfully requesting you reverse this decision. We all agree the safe clearing of boats for both CBSA and vessel crews must be the number one priority of CBSA. Shelburne has been a proven partner in CBSA's efforts.

I look forward to your favourable reply and the news of this crucial port being opened.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kim Masland'.

Kim Masland, MLA
Queens-Shelburne

CC: Town of Shelburne
Municipality of Shelburne
Town of Lockeport
Town of Clark's Harbour
The Honourable Bernadette Jordan


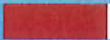

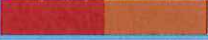


Goal	Measure	Date	Period	YTD
Progress Measures				
Development				
1	Deed Transfer Tax	May	\$7,177.50	\$7,177.50
		Notes: Budget \$50,000. (\$478,500. in sales up to May, 2020.)		
2	2020 Assessment Appeals	June	18	17
		Notes: Total losses to date in assessment \$187,600.(\$181,100 Residential/Resource, \$6,500 Commercial)		
Public Safety				
1	By-law Enforcement Orders	16-Mar	2	
		Notes: 1 new dangerous and unsightly complaint, 2 outstanding bylaw tickets		
2	SOT Tickets	Jan		-
		Need to schedule meeting with Council to go over level of enforcement prior to getting SOTs on the books		
Resident Engagement				
1	Town Website Traffic	past 30 days	1,300 Users	1,700 sessions
		Notes: Top pages: News / Employment / Staff Directory		
2	Vimeo Council Meetings Channel	past 30 days		302 plays
		Notes: Monthly time watched = 6days 4hr 39mins 49sec Most watched: Special Town Council Meeting May 26th, 2020		
3	Town Shelburne Facebook Account	past 30 days	160 interactions	54 Shares
		Notes: 20 total posts; 16 messages.		
Other				
1	Low Income Property Tax Exemptions	June	\$0.00	\$0.00
		Notes: Budget \$15,000.Applications not open until final billing		
2	Community Centre Bookings	July-August	40	0
		Bookings: July = 19 and August = 21		

Goal	Objective	Budget	YTD Actual	% Completion
2020/21 Capital Budget				
Public Works - Equipment				
1	Purchase Backhoe(Secondhand)	\$80,000	\$0.00	
	Notes:			
Public Works - Roads				
1	Road Rehabilitation (annual)	\$0	\$0.00	
	Notes: No projects budgeted for this year			
2	Sidewalk Improvement (annual)	\$10,000	\$0.00	
	Notes:			
3	Street Extension - New Development (annual)	\$0	\$0.00	
	Notes: No projects budgeted for this year			
4	Culvert Rehabilitation (annual)	\$10,000	\$0.00	
	Notes:			
Facilities				
1	King Street Facility Upgrades	\$31,050	\$0.00	
	Notes:			
2	P/W Building - Mason Lane Replace Roof	\$20,000	\$0.00	
	Notes:			
3	P/W - Replace Salt Shed Roof	\$20,000	\$0.00	
	Notes:			
Other				
1	Reinforced Cribbing - Dock Street	\$15,000		
	Notes:			
3	Cemetery Improvements- Road Extension and Drainage	\$15,000		
	Notes:			
Water Utility				
5	Laterals	\$5,000		
	Notes:			
Wastewater Utility				
2	Lift Station Upgrades - Electrical and SCADA	\$62,000	\$0.00	
	RFP was sent out than canceled after new information was received. Engineering for installation has been purcured, waiting for deliverable.- OPS			
3	Pump/Line Replacement (annual)	\$30,000		
	Notes:			

4	Sewer Extension New	\$10,000	\$0.00	
	Development (annual)	Notes: Hammond St Extension		
Port				

Goal	Objective	Assigned	Target				% Completion
Council Assignments to Staff							
1	Write letter to Government of Canada, CC MP Bernadette Jordan, requesting reimbursement of legal and unpaid berthage fees for the MV Farley Mowatt	Mar. 7, 2018	2019				100%
		Notes: CAO - First draft completed, awaiting sign off. Reference - Council Assignment Item 9. Response received for June 15th, 2020 Council Meeting.					
2	Create signage for 'US Naval Presence' and 'Baker Lake Sailors' as part of the Interpretative Signage Project. Write to Mr. Jackson in this regard.	June 4 2018	2019				50%
		Notes: CAO - Initial discussion held with Lewis Jackson with regards of doing initial concepts. Mr. Jackson will be supplying us with concept and we will create a design.					
3	Staff to develop a draft policy for future cruise visits specifying how passenger charges will be applied	July 3 2018	2019				25%
		Notes: CAO - Will review at upcoming port meeting with review of fee schedule.					
4	CAO staff report re: Hammond Street edges improvements	Oct 1 2018	2020				50%
		Operations reviewed area to be improved, estimated \$8,000 to widen shoulder. Work completed, east side shoulder contemplated for Spring 2020. OPS - Material has been acquired for east side of Hammond.					
5	Staff develop a feasibility study within the asset management program to prioritize water line extensions for at risk wells	Oct 15 2018	2019				25%
		CAO: Item discussed at Asset Management Committee meeting. Staff is in the process of obtaining data to support decision-making.					
6	Staff Report review of local improvement by-law	Mar 18 2019		Not Yet Begun			
7	Staff Report re: Sewer Charges By-law to list the effects of adjusting commercial sewer rates and about how the number of sewer charges as calculated for commercial properties	June 17 2019					50%
		FINANCE - Discussion with Management and Clerk regarding Staff Report. Some research completed. Report is being worked on by Finance when time allows.					

8	Find suitable location and install Andrew Newstead Community Art Mural	Oct 7 2019		25%	CAO: Operations briefed, will schedule installation with Andrew.
9	Staff to write to Federal Government re: recovery of financial losses resulting from MV Farley Mowatt court case	Nov 18 2019	2019	75%	Reference - Council Assignment 1 FINANCE / CAO: Costs being compiled to include in letter. First draft completed, awaiting sign off.
10	Staff to negotiate listings with realtors for sale of surplus properties	Dec 2 2019	2019	50%	CLERK - Realtors contacted. 1/2 of contracts received.
11	Letter to CWWF re: funding for project overruns	Dec 2 2019	2019	75%	CLERK - drafted and emailed to CAO for completion CAO - First draft completed, awaiting sign off.
13	Letter to Fed. Gov't re: recovery of funds from Farley Mowatt, cc Bernadett Jordan	Dec 16 2019	2020	100%	FINANCE: Information forwarded for letter. CAO - First draft completed, awaiting sign off. Response received and will be on the agenda for June 15th, 2020.
15	Amend Tree Policy and place ad for memorial trees	Jan 20 2020		50%	CLERK - have spoken to Grant to get locations of lost trees and Andrew is creating locations map. Due to the loss of Andrew and Grant on staff, this policy will need review with new CAO.
16	Staff to develop cost estimate and timeline for Hammond Street public water access station	Jan 20 2020	Remove		New proposal received regarding well donation. Hammond Street location not being considered at this time.
17	Schedule a meeting with Dept. of Mun. affairs and housing to discuss water security	Jan 20 2020	Not Yet Completed		
		Feb 3 2020	2019	Not Yet Completed	

18	CAO meet with Mr. Hartigan to discuss bait shed project and options for moving it forward	CAO		
19	CAO prepare staff report re: current waste management contract and if we should look at other options	Feb 3 2020	2019	Not Yet Completed
20	Approval of Encroachment 89 King Street	March 2 2020	2020	 75%
		CAO to notify applicant of approval and mention possibility of land sale. Awaiting sign off by applicant.		
22	Staff Report - PPSA contract	4-Mar		 25%
		CAO - RCMP regional rep contacted to obtain more information.		
23	Staff to investigate how additional cuts up to \$100,000 in staffing would effect Town services for 2 years	4-Mar		 25%
		CAO - Initial review of positions completed. Staff report in progress to be presented at next budget meeting.		
26	Responde to letter from Ulrich Peter Huhmer re: taxes	6-Apr		Not Yet Begun
		Finance		
35	Appoint Andrew Goreham as Development Officer with approval from MDS	1-Jun		 50%
		CAO - Andrew Goreham request sent to MDS for their June 15th Council Meeting		
36	Simple Staff Report re: taxes, permit fees, water for 28 John Street Compass Project	1-Jun		 100%
		CAO - Staff Report included with June 15th Meeting Package		
37	CAO follow up with Mark Peck re: options for TBR and municipal loan program	1-Jun		 100%
		CAO / FINANCE - spoke with Mark Peck over the telephone. CAO submitted report for June 15th council package		

Town of Shelburne
Fiscal Year Period April 01,2020 To May 31,2020
FUND01 - TOWN GENERAL

Balance Sheet

Printed: 10:52:45AM 06/11/2020

Page 1 of 2

Accttype

ASSETS

GENERAL OPERATING ASSETS

CASH ON HAND & ON DEPOSIT

A	01-3-31-1000	CASH ON HAND	-57,634.87
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CASH ON HAND

A	01-3-31-1001	CASH IN SAFE	582,396.55
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A	01-3-31-1100	PETTY CASH	100.00
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A	01-3-31-2000	CASH IN CHART. BANK - REC ACCT	-261,189.67
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	Total CASH ON HAND	321,306.88
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RECEIVABLES

A	01-3-32-0000	INVENTORY	29,467.19
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A	01-3-32-1120	TAXES RECEIVABLE	1,153,757.97
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A	01-3-32-1130	SOLID WASTE RECEIVABLES	30,493.83
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A	01-3-32-1140	RECEIVABLES-SEWER ENT FEES	800.00
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A	01-3-32-1150	SEWER RECEIVABLE	54,091.56
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A	01-3-32-1160	INTEREST RECEIVABLE	21,070.06
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A	01-3-32-1165	NSF CLEARING ACCOUNT	-300.00
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A	01-3-32-6100	DUE FR OWN FUNDS-WATER UTILITY	9,808.50
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A	01-3-32-6110	DUE FR OWN FUNDS-CEMETERY	24,664.18
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A	01-3-32-6300	DUE FR OPERATING RESERVE	53,971.00
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A	01-3-32-6320	DUE FR OWN FND - EQUIP. RESVER	5,840.02
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A	01-3-32-6330	DUE FR OWN FND - CAPITAL	26,075.54
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A	01-3-32-6331	DUE FR OWN FNDS-SPEC CAP RESRV	-1,014.18
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A	01-3-32-6332	DUE FRM GAS TAX RESERVE	15,092.79
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A	01-3-32-6350	DUE FRM OWN FNDS-PORT AUTHORIT	158,291.40
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	Total RECEIVABLES	1,582,109.86
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ACCOUNTS RECEIVABLE - OTHER

A	01-3-32-7000	ACCOUNTS RECEIVABLE - OTHER	4.02
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A	01-3-32-7100	MISC ACCOUNTS RECEIVABLE	99,778.48
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A	01-3-32-7110	MISC AREC-YR END	15,989.27
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A	01-3-32-7200	HST REBATE RECOVERABLE	65,791.88
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A	01-3-32-7210	ITC-RECOVERABLE	376.71
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A	01-3-32-7300	PREPAID EXPENSES	6,514.09
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	Total ACCOUNTS RECEIVABLE - OTHER	188,454.45
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	Total CASH ON HAND & ON DEPOSIT	2,034,236.32
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	Total GENERAL OPERATING ASSETS	2,034,236.32
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	Total ASSETS	\$ 2,034,236.32
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LIABILITIES

GENERAL OPERATING LIABILITIES

ACCOUNTS PAYABLE

ACCOUNTS PAYABLE - GENERAL

L	01-4-42-1200	PREPAID TAXES & SEWER	25,134.43
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Town of Shelburne
Fiscal Year Period April 01,2020 To May 31,2020
FUND01 - TOWN GENERAL

Balance Sheet

Printed: 10:52:45AM 06/11/2020

Page 2 of 2

Acctype			
L	01-4-42-1300	PREPAID SOLID WASTE CHRG	2,576.05
L	01-4-42-2100	PROVINCE OF NOVA SCOTIA	6,494.26
L	01-4-42-2130	PROV. OF NS-HOUSING AUTH DEFIC	60,000.00
L	01-4-42-2300	DEFERRED REVENUE - PROV. OF NS	6,860.92
L	01-4-42-2440	DEF REV OTH(YEAR END)	24,451.50
L	01-4-42-2451	DEF REV-SCHOOL CO-ORD	17,668.46
L	01-4-42-2500	DUE TO OTH. LOCAL GOVT'S	16,616.70
L	01-4-42-4110	DUE OTHER FUNDS - TX SALE SUR	20,513.75
L	01-4-42-4120	DUE TO CAPITAL FUND	198,229.88
L	01-4-42-4151	DUE TO SPEC CAPITAL RESERVE	23,915.81
L	01-4-42-4190	DUE TO WATER UTILITY REVENUE	8,633.03
L	01-4-42-4198	DUE TO PORT AUTHORITY	91,195.41
L	01-4-42-5000	ACCOUNTS PAYABLE - TRADE-RV AT	236,333.19
L	01-4-42-5050	YEAR END A/P-CORRECTIONS	1,707.28
L	01-4-42-5100	HST COLLECTIONS ACCOUNT	5,856.04
L	01-4-42-5220	EMPLOYEES DED PAY - MEDICAL	1,727.99
L	01-4-42-5221	EMPLOYEE-OPTIONAL LIFE	65.80
L	01-4-42-5236	DUE TO MEPS(Payments Rec'd in Error)	6,008.84
		Total ACCOUNTS PAYABLE - GENERAL	753,989.34
 ACCURED PAYABLES			
L	01-4-42-7000	ACCRUED PAYABLES	28,897.00
L	01-4-42-7030	ACCURED SICK LEAVE	25,102.68
L	01-4-42-7035	ACCRUED VACATION PAY	22,400.94
		Total ACCURED PAYABLES	76,400.62
		Total ACCOUNTS PAYABLE	830,389.96
 OTHER LIABILITIES			
L	01-4-44-5000	DEFERRED REVENUE-OTHER	30.01
		Total OTHER LIABILITIES	30.01
 ASSET VALUATION ALLOWANCES			
L	01-4-45-1000	FOR UNCOLLECTABLE TAXES	50,000.00
L	01-4-45-1100	FOR UNC SEWER CONNECTIONS	800.00
L	01-4-45-2000	RESERVE-OTH DOUBTFUL RECV	13,042.96
		Total ASSET VALUATION ALLOWANCES	63,842.96
 SURPLUS & OTHER EQUITY			
S	01-4-49-1100	ACCUM SURPLUS	1,139,973.39
		Total SURPLUS & OTHER EQUITY	1,139,973.39
		Total GENERAL OPERATING LIABILITIES	2,034,236.32
		Total LIABILITIES	\$ 2,034,236.32

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND01 - TOWN GENERAL

Income Statement

Printed: 9:29:41AM 6/11/2020

Page 1 of 8

	Actual
REVENUE	
GENERAL OPERATING REVENUES	1,462,452.15
TAXES	1,391,839.92
ASSESSABLE PROPERTY	1,374,856.42
01-1-11-1000 RESIDENTIAL	926,103.81
01-1-11-2000 COMMERCIAL	434,029.93
01-1-11-5000 RESOURCE	14,708.43
01-1-11-5300 FOREST PROP TAX(LESS 50,000AC)	14.25
Total	1,374,856.42
Total	1,374,856.42
BUSINESS PROPERTY	12,341.00
01-1-14-2000 BELL ALIANT	12,341.00
Total	12,341.00
Total	12,341.00
OTHER TAXES	4,642.50
01-1-19-1000 DEED TRANSFER TAX	4,642.50
Total	4,642.50
Total	4,642.50
Total TAXES	1,391,839.92
OTHER REVENUE FROM OWN SOURCES	58,643.54
LICENSES & PERMITS	20.00
01-1-51-5000 DEVELOPMENT PERMITS	20.00
Total	20.00
Total	20.00
FINES	3,099.00
01-1-52-1000 TRAFFIC VIOLATIONS-COURT FINES	3,099.00
Total	3,099.00
Total	3,099.00
RENTALS	27,931.78
01-1-53-2100 KING STREET CENTRE	2,380.00
01-1-53-2200 GOC BUILDING	24,234.98
01-1-53-2400 13 GEORGE ST	1,316.80
Total	27,931.78
Total	27,931.78
RETURN ON INVESTMENT	381.46
01-1-55-2000 BANK INTEREST ON CURRENT ACCT	381.46
Total	381.46

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND01 - TOWN GENERAL

Income Statement

Printed: 9:29:41AM 6/11/2020

Page 2 of 8

	Actual
Total	381.46
MISCELLANEOUS	27,211.30
01-1-59-1000 OTHER REVENUE	25,466.05
01-1-59-1006 DOCK STREET FLOWERS	1,745.25
Total	27,211.30
Total	27,211.30
Total OTHER REVENUE FROM OWN SOURCES	58,643.54
COND. TRANS. FR. FED & PROV GT	11,968.69
FEDERAL GOVERNMENT	11,968.69
01-1-71-1130 COVID 19 - WAGE SUBSIDY	11,968.69
Total	11,968.69
Total	11,968.69
Total COND. TRANS. FR. FED & PROV GT	11,968.69
Total GENERAL OPERATING REVENUES	1,462,452.15
Total REVENUE	1,462,452.15
 EXPENSES	
GENERAL OPERATING EXPENSES	396,865.93
GENERAL GOVERNMENT SERVICES	157,375.36
LEGISLATIVE	14,142.82
MAYOR	4,135.19
01-2-21-1110 STIPEND	3,751.84
01-2-21-1120 TRAVEL & EXPENSES	36.95
01-2-21-1130 HEALTH PLAN/CPP	346.40
Total	4,135.19
Total MAYOR	4,135.19
COUNCIL	10,007.63
01-2-21-1310 STIPEND	9,379.50
01-2-21-1330 HEALTH PLAN/CPP	628.13
Total	10,007.63
Total COUNCIL	10,007.63
Total LEGISLATIVE	14,142.82
ADMINISTRATION & FINANCE	79,046.31
CAO	15,855.93
01-2-21-2100 ACTING CAO	136.02
01-2-21-2110 CAO	10,199.01
01-2-21-2125 TOWN CLERK/SPECIAL PROJ MNGR	5,520.90
Total	15,855.93

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND01 - TOWN GENERAL

Income Statement

Printed: 9:29:41AM 6/11/2020

Page 3 of 8

		Actual
Total CAO		15,855.93
ADMINISTRATION		8,582.21
01-2-21-2111	HR MNGR/ADMIN	6,876.87
01-2-21-2124	CSR/ADMIN	1,705.34
Total		8,582.21
Total ADMINISTRATION		8,582.21
FINANCE		12,375.51
01-2-21-2113	FINANCE MANAGER	7,374.36
01-2-21-2126	FINANCE OFFICER	5,001.15
Total		12,375.51
Total FINANCE		12,375.51
BENEFITS		7,919.43
01-2-21-2123	EMPLOYER EI, CPP	3,200.58
01-2-21-2130	EMPLOYER PENSION	3,259.60
01-2-21-2140	UNION DUES	(394.45)
01-2-21-2150	HEALTH PLAN	1,080.08
01-2-21-2152	WORKERS COMPENSATION	773.62
Total		7,919.43
Total BENEFITS		7,919.43
TOWN HALL EXPENSE		2,737.28
01-2-21-2115	LIGHT & FUEL	1,163.94
01-2-21-2117	JANITORIAL WAGES	1,128.32
01-2-21-2118	JANITORIAL SUPPLIES	445.02
Total		2,737.28
Total TOWN HALL EXPENSE		2,737.28
GENERAL GOV'T SERVICES		6,827.02
01-2-21-2495	ASSESSMENT CST RECOVERY	6,827.02
Total		6,827.02
Total GENERAL GOV'T SERVICES		6,827.02
ADMINISTRATION EXPENSE		13,180.01
01-2-21-2120	LEGAL SERVICES	954.22
01-2-21-2210	OFFICE SOFTWARE LICENSES	7,693.03
01-2-21-2510	OFFICE SUPPLIES	2,258.76
01-2-21-2511	TELEPHONE/INTERNET	961.98
01-2-21-2512	ADVERTISING	328.54
01-2-21-2513	OFFICE EQUIPMENT	983.48
Total		13,180.01
Total ADMINISTRATION EXPENSE		13,180.01
OTHER ADMINISTRATION EXPENSE		11,568.92
01-2-21-2514	WATER WAGES & BNFTS	8,480.55
01-2-21-2515	CEMETERY WAGES & BNFTS	2,046.71

		Actual
01-2-21-9900	OTHER GENERAL ADMIN SERVICES	1,041.66
	Total	11,568.92
	Total OTHER ADMINISTRATION EXPENSE	11,568.92
	Total ADMINISTRATION & FINANCE	79,046.31
TAXATION		26,500.21
01-2-21-2435	TAX EXEMPTIONS	26,500.21
	Total	26,500.21
	Total	26,500.21
DEBT CHARGES		696.33
	INTEREST ON LTD	696.33
01-2-21-9978	OTH DEBT CHRGS-BNK S/C,ETC	696.33
	Total	696.33
	Total INTEREST ON LTD	696.33
	Total DEBT CHARGES	696.33
PROTECTIVE SERVICES		36,989.69
	POLICE PROTECTION	36,121.35
01-2-22-1305	DEPT. OF JUSTICE (RCMP SERV.)	31,563.00
01-2-22-1310	RCMP SECRETARY	4,091.47
01-2-22-1311	EMPLOYER EI, CPP	350.72
01-2-22-1313	HEALTH PLAN	28.79
01-2-22-1700	WORKERS COMPENSATION	87.37
	Total	36,121.35
	Total POLICE PROTECTION	36,121.35
	OTHER PROTECTIVE SERVICES	868.34
01-2-22-9100	EMERGENCY MEASURES	868.34
	Total	868.34
	Total OTHER PROTECTIVE SERVICES	868.34
	Total PROTECTIVE SERVICES	36,989.69
	Total GENERAL GOVERNMENT SERVICES	157,375.36
PROTECTIVE SERVICES		8,313.27
	BY-LAW ENFORCEMENT	79.69
01-2-22-2920	EMPRL PENSION	58.56
01-2-22-2930	HEALTH PLAN	21.13
	Total	79.69
	Total	79.69
FIRE PROTECTION		4,666.42
01-2-22-4300	FIRE ALARM SYSTEMS-DISPATCH	417.14
01-2-22-4700	FIRE STATION AND BUILDINGS	3,108.59

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND01 - TOWN GENERAL

Income Statement

Printed: 9:29:41AM 6/11/2020

Page 5 of 8

		Actual
01-2-22-4800	MAINTENANCE OF EQUIPMENT	387.10
01-2-22-4810	MAINTENANCE OF TRUCKS	489.75
01-2-22-4820	COMMUNICATION EQUIP-TRK RADIO	263.84
	Total	4,666.42
	Total	4,666.42
SHARED SERVICES		3,567.16
01-2-22-9200	FIRE INSPECTION	1,858.06
01-2-26-1500	BLDG INSP-SHARED SERVICES	1,709.10
	Total	3,567.16
	Total	3,567.16
	Total PROTECTIVE SERVICES	8,313.27
PUBLIC WORKS		48,437.07
ADMINISTRATION		40,918.03
WAGES & BENEFITS		40,918.03
01-2-23-1100	WORKER'S COMPENSATION	636.55
01-2-23-1110	EMPLOYER(UIC/ CPP)	2,635.45
01-2-23-1120	EMPLOYER(PENSION)	1,250.84
01-2-23-1130	HEALTH PLAN	963.29
01-2-23-2105	OPERATIONS MNGR-WAGES	12,907.62
01-2-23-2120	P/W - WAGES	22,524.28
	Total	40,918.03
	Total WAGES & BENEFITS	40,918.03
	Total ADMINISTRATION	40,918.03
OTHER		127.98
01-2-23-1220	CELL PHONES - PUBLIC WORKS	127.98
	Total	127.98
	Total	127.98
GENERAL EQUIPMENT		1,918.67
01-2-23-1380	FUELS	1,507.24
01-2-23-1400	SUPPLIES, SMALL TOOLS & EQUIP	88.84
	Total	1,596.08
	Total	1,596.08
EQUIPMENT MTC		322.59
01-2-23-1330	MAINTENANCE OF BACKHOE	168.40
01-2-23-1352	MTC 1/2 TN'09 FORD SILVER	26.07
01-2-23-1375	MTC OF SMALL EQUIP	128.12
	Total	322.59
	Total EQUIPMENT MTC	322.59
	Total GENERAL EQUIPMENT	1,918.67

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND01 - TOWN GENERAL

Income Statement

Printed: 9:29:41AM 6/11/2020

Page 6 of 8

		<u>Actual</u>
BUILDINGS		990.73
01-2-23-1510	PW BLDNG(OPERATIONS)	841.11
01-2-23-1530	SALT & SAND STORAGE BUILDING	149.62
Total		990.73
Total		990.73
ROADS AND STREETS		2,514.13
01-2-23-2500	STREET LIGHTING	2,514.13
Total		2,514.13
Total		2,514.13
OTHER ROADS & STREETS		566.55
01-2-23-2640	OTHER ROADS & STREETS	566.55
Total		566.55
Total		566.55
PARKS & FACILITIES		1,400.98
01-2-27-1210	DAY CARE-MTCE & REPAIRS	38.04
01-2-27-1550	GENERAL PARK EXPENSE	677.84
01-2-27-1555	GRAHAMS PARK	685.10
Total		1,400.98
Total		1,400.98
Total PUBLIC WORKS		48,437.07
ENVIRONMENTAL HEALTH SERVICES		71,787.25
WASTEWATER		29,145.52
WAGES & BENEFITS		9,622.04
01-2-24-2100	ADMINISTRATION (W/C)	129.25
01-2-24-2110	SEWER PLANT OPERATOR	8,437.26
01-2-24-2112	EMPLOYER EI/CPP	537.55
01-2-24-2113	EMPLOYER PENSION	380.66
01-2-24-2114	HEALTH PLAN	137.32
Total		9,622.04
Total WAGES & BENEFITS		9,622.04
OTHER WASTEWATER		47.97
01-2-24-2118	OFF SUPP, PSTG, ETC	47.97
Total		47.97
Total OTHER WASTEWATER		47.97
LIFT STATIONS		4,955.08
01-2-24-2300	SEWAGE LIFT STNS- POWER	4,955.08
Total		4,955.08
Total LIFT STATIONS		4,955.08

	Actual
TREATMENT PLANT	16,004.77
01-2-24-2400 SEWAGE TREATMENT & PLANT-MTCE	7,679.98
01-2-24-2410 SEWAGE TREATMENT PLANT-POWER	6,248.99
01-2-24-2412 WATER TESTING	846.43
01-2-24-2500 CHEMICALS & ADDITIVES	1,070.81
01-2-24-2600 STORAGE BUILDING-POWER	158.56
Total	16,004.77
Total TREATMENT PLANT	16,004.77
MTC OF LINES	(1,484.34)
01-2-24-2910 MTCE OF LINES - LABOUR	(1,484.34)
Total	(1,484.34)
Total MTC OF LINES	(1,484.34)
Total WASTEWATER	29,145.52
WASTE COLLECTION	162.15
SOLID WASTE	162.15
01-2-24-4010 GARBAGE BINS/DOG WST STNS	162.15
Total	162.15
Total SOLID WASTE	162.15
Total WASTE COLLECTION	162.15
SHARED SERVICES	42,479.58
01-2-24-6000 SHARED SERVICES-WASTE COLLECTION	42,479.58
Total	42,479.58
Total	42,479.58
Total ENVIRONMENTAL HEALTH SERVICES	71,787.25
COMMUNITY/ECONOMIC DEVELOPMENT	1,390.92
PLANNING & INSPECTION	127.91
01-2-26-1410 GIS SERVICES-WGS & BENEFITS	127.91
Total	127.91
Total	127.91
ADMINISTRATION	179.50
01-2-26-2326 TELEPHONE/INTERNET	179.50
Total	179.50
Total	179.50
TOURISM & MARKETING	965.44
01-2-26-2930 TOUR & MARKETING CO-ORD-WGS & BENEFITS	191.78
01-2-26-2934 TOUR & MARKETING- WEB TOOLS	686.10
01-2-26-9126 VIC- OPERATIONS	87.56

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND01 - TOWN GENERAL

Income Statement

Printed: 9:29:41AM 6/11/2020

Page 8 of 8

		<u>Actual</u>
Total		965.44
Total		965.44
COMMUNITY USE OF SCHOOLS		118.07
01-2-27-1720 TELEPHONE		118.07
Total		118.07
Total		118.07
Total COMMUNITY/ECONOMIC DEVELOPMENT		1,390.92
FACILITIES MANAGEMENT		78,719.16
BUILDINGS & FACILITIES		78,719.16
01-2-26-9900 COX SHIPYARD COMPLEX		48,836.54
01-2-26-9901 OLD BIDC OFF(13 GEORGE)		888.43
01-2-27-1215 GOC BUILDING		15,385.47
01-2-27-1220 FIRE STN/COMM CTR-MTC & REPAIR		3,291.57
01-2-27-1221 FIR STN/COMM CTR-JAN,WTR,INS		2,247.24
01-2-27-1230 KING ST CTR.(OPER,MTC,REPRS)		1,872.16
01-2-27-2500 HERITAGE HALL WORKSHOP		161.32
01-2-27-2510 MACKAY MEM LIBRARY-OPER EXP		1,110.83
01-2-27-2515 TRNSFR REG LIBRARY		2,913.00
01-2-27-2520 LIBRARY JANITORS WAGES		1,335.68
01-2-27-2925 DOCK ST- PUBLIC WASHROOMS		676.92
Total		78,719.16
Total		78,719.16
Total FACILITIES MANAGEMENT		78,719.16
FISCAL SERVICES		30,842.90
UNCOLLECTIBLES		(16,550.10)
01-2-28-2110 UNCOLLECTABLE ACCOUNTS(INC TAXES)		(16,550.10)
Total		(16,550.10)
Total		(16,550.10)
APPROPRIATIONS-RED TX REV		47,393.00
01-2-28-4100 REGIONAL SCHOOL BOARD		47,393.00
Total		47,393.00
Total		47,393.00
Total FISCAL SERVICES		30,842.90
Total GENERAL OPERATING EXPENSES		396,865.93
Total EXPENSES		396,865.93
Surplus / (Deficit):	<u>\$-</u>	<u>\$ 1,065,586.22</u>

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND02 - WATER UTILITY

Balance Sheet

Printed: 10:54:45AM 06/11/2020

Page 1 of 2

Accttype

ASSETS

WATER UTILITY ASSETS

CASH ON HAND & ON DEPOSIT

A	02-3-31-1000	CASH ON HAND	24,819.37
A	02-3-31-2000	CASH IN BANK- RESERVED ACCOUNT	224,787.68
Total CASH ON HAND & ON DEPOSIT			249,607.05

ACCOUNTS RECEIVABLES

A	02-3-32-1000	CONSUMER ACCT RECEIVABLE	114,054.95
A	02-3-32-1160	INTEREST RECEIVABLE-WTR	995.23
A	02-3-32-2100	DUE FRM DEPRECIATION	23,102.48
A	02-3-32-9200	DUE FROM TOWN GENERAL	8,743.92
A	02-3-32-9210	MISCELLANEOUS ACCOUNT REC.	184.50
Total ACCOUNTS RECEIVABLES			147,081.08

TANGIBLE ASSETS

A	02-3-34-1000	INVENTORY-MATERIAL/SUPPLIES	18,295.68
Total TANGIBLE ASSETS			18,295.68

OTHER ASSETS

A	02-3-32-9220	HST REBATE RECOVERABLE	2,482.46
A	02-3-39-1000	PREPAID EXPENSES	62.08
Total OTHER ASSETS			2,544.54

Total WATER UTILITY ASSETS 417,528.35

Total ASSETS \$ 417,528.35

LIABILITIES

WATER UTILITY LIABILITIES

ACCOUNTS PAYABLES

L	02-4-42-1000	TRADE ACCOUNTS PAYABLE RV ACCT	11,696.67
L	02-4-42-1200	PREPAID WATER	860.48
L	02-4-42-2000	ACCRUED PAYABLES	7,590.00
Total ACCOUNTS PAYABLES			20,147.15

DUE TO OTHER FUNDS

L	02-4-42-4100	TOWN GENERAL	9,621.95
Total DUE TO OTHER FUNDS			9,621.95

OTHER LIABILITIES

L	02-4-43-1000	DEFERRED REVENUE	300.00
Total OTHER LIABILITIES			300.00

ASSET VALUATION ALLOWANCES

L	02-4-44-4100	ALLOWANCE FOR UNCOLLECTABLES	14,064.12
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Town of Shelburne
Fiscal Year Period April 01,2020 To May 31,2020
FUND02 - WATER UTILITY

Accttype

Total ASSET VALUATION ALLOWANCES 14,064.12

SURPLUS AND OTHER EQUITY

S 02-4-49-1100 SURPLUS/DEFICIT 373,395.13

Total SURPLUS AND OTHER EQUITY 373,395.13

Total WATER UTILITY LIABILITIES 417,528.35

Total LIABILITIES \$ 417,528.35

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND02 - WATER UTILITY

Income Statement

Printed: 9:39:19AM 6/11/2020

Page 1 of 2

	Actual
REVENUE	
WATER UTILITY REVENUES	1,070.88
METERED SALES	1,070.88
02-1-11-1000 RESIDENTIAL	37.41
02-1-11-3000 INDUSTRIAL	1,033.47
Total	1,070.88
Total WATER UTILITY REVENUES	1,070.88
Total REVENUE	1,070.88
EXPENSES	
WATER OPERATING EXPENSES	23,968.91
PUMPING	6,010.12
02-2-22-4000 POWER PURCHASED	6,010.12
Total	6,010.12
MAINTENANCE OF PUMPING PLANT	219.00
02-2-22-5100 MTC OF STRUCTURES & IMPROVMNTS	219.00
Total	219.00
WATER TREATMENT	1,000.48
02-2-23-2100 PLANT OPERATOR-EXPENSES	200.48
02-2-23-2200 OPERATIONAL SUPPORT(DRC ETC)	800.00
Total	1,000.48
OPERATION SUPPLIES & EXPENSE	9,437.06
02-2-23-3100 CHEMICALS & ADDITIVES	7,750.10
02-2-23-3600 CHEMICAL & WATER TESTING	1,630.69
02-2-23-3900 OTHER SUPPLIES & EXPENSES	56.27
Total	9,437.06
MAINTENANCE OF TREATMENT PLAN	5,133.60
02-2-23-4100 MTCE OF STRUCTURES & IMROVMENT	87.74
02-2-23-4112 MTC OF CL2 BLDGS	412.28
02-2-23-4200 MAINTENANCE OF TREATMENT EQUIP	4,633.58
Total	5,133.60
MTCE OF TRANSMISSION & DISTRIB	496.30
02-2-24-4200 MTC OF RESRVRS & STNDPIP-PWR	496.30
Total	496.30
MTCE OF OTHER DISTRIBUTION PLT	29.76
02-2-24-4930 MAINTENANCE OF HYDRANTS	29.76
Total	29.76
GENERAL OFFICE EXPENSES	827.86
02-2-25-3100 TELEPHONE & INTERNET	347.53
02-2-25-3300 OFFICE EXPENSES & SUPPLIES	480.33

Town of Shelburne
 Fiscal Year Period April 01,2020 To May 31,2020
 FUND02 - WATER UTILITY

Income Statement

Printed: 9:39:19AM 6/11/2020

Page 2 of 2

		<u>Actual</u>
Total		<u>827.86</u>
PROFESSIONAL FEES		<u>814.73</u>
02-2-25-8000 MTCE OF GEN PROPERTY TAXES		814.73
Total		<u>814.73</u>
Total WATER OPERATING EXPENSES		<u>23,968.91</u>
Total EXPENSES		<u>23,968.91</u>
Surplus / (Deficit):	<u>\$-</u>	<u>\$(22,898.03)</u>



Margaret Ruiz
Special Constable
Town of Shelburne

Phone (902) 875 2991
P.O Box 670
Shelburne, Nova Scotia
B0T 1W0

TOWN OF SHELBURNE
SPECIAL CONSTABLE

END OF MONTH REPORT

Month May Year 2020

Total number of citations processed #6213 - #6214	<u>00</u>
Citations issued as warnings/spoiled	<u>00</u>
Citations issued for no parking zones/parallel	<u>00</u>
Citations issued for exceeding parking time limit	<u>00</u>
Citations issued for fire lanes and fire hydrants	<u>00</u>
Citations issued for handicapped parking spaces	<u>00</u>
Citations issued for parking facing traffic/Winter Ban	<u>00</u>
Citations issued for Parking on Wharf without a permit	<u>00</u>
Number of citations paid for the month	<u>00</u>
Number of outstanding citations for the month	<u>00</u>
Number of outstanding citations since <u>October 2012</u>	<u>00</u>

Have gone around and had vehicle removed during the snow removal.

Margaret Cox
Margaret Cox
Special Constable



Margaret Ruiz
Special Constable
Town of Shelburne

Phone (902) 875 2991
P.O Box 670
Shelburne, Nova Scotia
B0T 1W0

Dangerous and Unsightly Premises
By-Law Enforcement Report
Month May Year 2020

This month I have responded to (1) complaints pertaining to dangerous and unsightly premises

05 May 2020 Castle Hill Capital Inc 137 Water Street

Dangerous and Unsightly infraction package #22 has been sent to the property owners with regards to the accumulation of garbage and the garbage bin in disrepair. This has been completed.

13 May 2020 Est. Of Andrew Morash 5 Jackson Lane

Dangerous and Unsightly infraction package #23 has been sent to the property owners with regards to the derelict vehicle, building on the property in disrepair and there is an accumulation of garbage and debris scattered throughout the property,

There are (0) outstanding bylaw infractions in which the property owners have not complied with the bylaw. This is

Yours in Service,

Margaret Cox
By-Law Enforcement
Officer

cc **Darren Shupe C.A.O**



Town of Shelburne Staff Report Compass N.S. Costs June 15th, 2020

General Overview:

This report is to follow-up on the Special Council Meeting dated May 26th, 2020 regarding the Compass NS Project, proposed for 28 John Street, and Council's request at the June 1st, 2020 Town Council Meeting for a report that looked into the costs that were brought up by Compass NS.

Background:

Recent documentation related to the topic includes:

- A request from Compass NS for the Town to exempt permit fees and property taxes related to the Heritage Hall project.
- A request was for the Town to provide a letter of support as part of their funding application to Housing NS
- Minutes of a Council Meeting with Mr. Earl Mielke regarding the project;
- Minutes of the June 1st, 2020 Council Meeting in relation to the topic.

Financial Analysis:

Outlined below is the financial information requested by Council:

Development Permit	\$20
Building Permit	\$1/\$1,000 + \$50 equating to \$650 for \$600,000 renovation to the building or \$850 for \$800,000 renovation
Deed Transfer	\$0 as the sales price would be \$1
Property Tax Revenue	\$2.06/\$100 would equate to \$12,360 for a \$600,000 project or \$16,480 for a \$800,000 project
Potable Water	Mr. Mielke confirmed that he followed up on the location of the water supply and is awaiting water testing results. He noted that water testing was previously carried out 15 years ago.

Recommendation:

THAT Council accept this report for information.

Respectfully Submitted,

Ken Smith
Interim CAO



Town of Shelburne
Staff Report
TBR Decision Follow-up
June 15th, 2020

General Overview:

This report is to follow-up on Town Council's motion made at the June 1st, 2020 Council Meeting:

Young – Ringer

THAT the CAO follow up with Mark Peck to discuss potential options with respect to the Temporary Borrowing Resolution decision and the Municipal Loan Program.

CARRIED

Background:

Town Council received a letter dated May 20th, 2020 from the Department of Municipal Affairs and Housing in response to the Town's Temporary Borrowing Resolution (TBR) of January 20th, 2020 totaling \$124,500. The letter also noted that an initial analysis of our interest in the Municipal Operating Loan Program had been completed by the provincial department. The letter received from the province was discussed by Council at its June 1st, 2020 meeting and resulted in the motion noted above.

Analysis:

Jane Crowell, Finance Manager, and Ken Smith, Interim CAO, held a teleconference meeting with Mr. Mark Peck, Executive Director Policy, and Ms. Marilyn Hay, Municipal Advisor, for the Department of Municipal Affairs and Housing on June 9th, 2020. Outlined below are the salient points of the meeting:

- the departmental reps reinforced why the Town's financial condition is deemed "high risk" and unable to demonstrate how the debt will be serviced. This position will apply to not only the TBR, but also most likely for participation in the Municipal Operating Loan Program
- The Municipal Advisor has explored various funding programs which may be available to the Town and acknowledged that the Town has already pursued them
- The Municipal Advisor did note that the Town may be in a position to leverage additional funding from the Beautification & Streetscaping Program and apply these allotted funds (ie. Approx. \$7,000) to the electrical signage project resulting in a \$7,000 savings in the 2020-21 operating budget. However, this potential savings is contingent upon a successful application under the program.

- The Municipal Advisor will update us if she comes across other opportunities in the future.

Recommendation:

THAT Council accept this report for information.

Attached for Council Review:

Letter from Mark Peck – May 20th, 2020

Respectfully Submitted,

Ken Smith
Interim CAO