



AGENDA
Town Council Meeting-Guild Hall
July 4th, 2022
6:00 p.m.

Doc Ref:

- 1) Call to Order
- 2) Approval of Agenda
- 3) Approval of Minutes from the Town Council meeting held on June 20th, 2022
- 4) Proclamations & Announcements:
None
- 5) Delegations:
 - a) Shelburne & Area Chamber of Commerce D23-A34
- 6) Correspondence:
Action:
 - a) Noise By-Law Exemption Request by Municipality of Shelburne D23-A35
Information:
 - b) Western Counties Regional Library Newsletter-June D23-A36
- 7) Council Items:
- 8) Committee Reports:
 - a) Port Committee Minutes-April 21st, 2022 D23-A37
 - b) Western Counties Regional Library Board Minutes-March 2022 D23-A38
- 9) Staff Reports:
 - a) Staff Report-Veteran Memorial Banner Program D23-A39
- 10) New Business:
- 11) In-Camera:

MGA Section 22-2 (e) Contract Negotiations
- 12) Upcoming Meetings/Events:
 - a) CP&V Committee-July 13th, 2022-6pm, Council Chambers
 - b) Town Council Meeting-July 18th, 2022-6pm, Council Chambers
- 13) Adjournment



Town of Shelburne

Minutes of the Regular Council Meeting

Council Chambers, 168 Water Street

June 20th, 2022

DRAFT

Council Members Present

Mayor Harold Locke
Deputy Mayor Rick Davis
Councillor Elizabeth Acker
Councillor Sheldon Ringer
Councillor Ben Nickerson

Staff Present

Sherry Doane, CAO
Robin Smith, Executive Coordinator

Community Members Present

Ed Benham

Call to Order

Mayor Harold Locke called the Council meeting to order at 6:00pm and stated:

“The Town of Shelburne is located on the ancestral and unceded territory of the Mi’kmaq, (Mi’kma’ki), in the District of Kespukwitik, home to Acadia First Nation. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities.”

Approval of the Agenda

THAT Council approves the Agenda for June 20th, 2022, as presented.

Davis-Acker

CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Town Council Meeting held on June 6th, 2022, as presented.

Acker-Nickerson

CARRIED

Proclamations & Announcement

National Indigenous People’s Day-June 21st, 2022

National Indigenous Peoples Day is tomorrow, June 21. This is a day for all Canadians to recognize and celebrate the unique heritage, diverse cultures and outstanding contributions of First Nations, Inuit, and Métis peoples. I’d like to introduce Ed Benham who will be helping us with recognizing this day.

Kwe’, aqq pjila’si (Hello and welcome) Thank you (wela’lioiq) to the Shelburne Town Council for the invitation to deliver opening remarks at this evening’s meeting. I am honored to be invited for a second consecutive year.

Tomorrow we again acknowledge and celebrate National Indigenous People’s Day, a day to recognize

and celebrate the unique heritage, diverse cultures and outstanding contributions of First Nations, Inuit, and Metis peoples. The first people of Mi'kma'ki chose to sign treaties of Peace and Friendship with the Crown. These treaties were to ensure that all would coexist on this land in peace and with dignity. We stand now on that very land. The unceded territory of Mi'kma'ki which encompasses part of Quebec, the provinces of NB, NS, PEI and Nfld, as well as part of Maine and New Hampshire. The tribes that make up the Wabenaki Confederacy are Panuwapskek, Abenaki, L'nu, Peskotomuhkati, aqg Wolastoq. In English they are Penobscot, Western Abenaki, Mi'kmaq, Passamaquoddy and Maliseet.

My ancestry traces back to a rich and diverse ethnic background from the UK and Continental Europe, to African Canadian, as well as Mi'kmaw. Mi'kmaw is how I have always identified. Growing up in Shelburne, I had what some might call a somewhat unique childhood. Because of the interracial marriages within my family structure, I frequently had life experiences through three cultural perspectives. That combined with living ten years of my life in Toronto, Canadas Cultural Melting Pot, made me come to realize that regardless of our country of origin, or ethnic background, most of us strive for the same things in life. Whether it is a better life than our parents had or a better future for our children and beyond, its also a push to better ourselves and have balance in our lives. As we push for and achieve these things, we lift ourselves, in doing so we also lift our communities, and in the bigger picture we lift our society as a whole.

I think that we would all agree that we are far from a utopian world, but there are small pockets that are much more welcoming than others. This take me to something that I touched on briefly when invited to speak last year. That is, the efforts of past and present Shelburne Town Councils to make this a welcoming place to live and visit. I know that this will take continued effort on the part of present and future Councils. My hope is that this continues to be a lasting quality of Shelburne. I for one believe that Shelburne has grown greatly in that respect during my lifetime, and I am sure the vast majority would agree. It is great to see the growing cultural and ethnic diversity of our small community as we attract more and more people from around the globe. The diversity of a community is much like that of a forest. The more balanced and diverse a forest, the healthier it becomes, and I believe the same applies to a community. A healthy forest thrives because each tree is intertwined with and propped up by the roots of its neighbor, much like how a community thrives when a neighbor helps a neighbor. That said, I believe the more inclusive, accepting, and tolerant we become, the richer our life experiences become. Also, I believe that we are all stronger when we stand together and for each other. Thanks to all of you and the good people of Shelburne, our Town has become a much more welcoming place to live. My hope is that we can, as a community, continue to build on the basic principles of those treaties that were signed so long ago.

No matter your country of origin, faith, denomination, or gender identity, I encourage everyone to celebrate your culture, your beliefs, your heritage. Do whatever it takes, short of detriment to others, to keep your language and customs alive for future generations. Never forget who you are, your origins, or your past. We rely on lessons from the past to create a better future.

Wela'liq. (Thank you all)

In closing, I'd like to offer thanks to the creator for delivering everyone here safely and ask for a safe return home to your families. We ask that all may have clear vision, as well as an open mind and an open heart, so that this and future meetings can be fruitful and as productive as possible.

Msit nokomaq.

(All my relations)

Canadian Multiculturalism Day-June 27th, 2022

On June 27th we recognize Canadian Multiculturalism Day which is a day marked to celebrate and reflect upon the wealth of diversity that enriches our society.

Canada Day follows on July 1, Canada's birthday – a celebration of the ratification of the Constitution Act this day in 1867.

Volunteer of the Month for June-Richard Snow

Richard Snow has been the Committee Head of the Guild Hall Summer Arts Series since 2019. He spends time putting out calls to musicians that would like to perform at the Guild Hall Summer Arts Series as well as putting in grant applications for funding. With the help of the Committee, Rick gets the summer line up organized as well as producing posters, maintaining the website and social media pages for promoting the upcoming events. Rick spends time each week setting up and tearing down at the Guild Hall, doing sound checks, helping any of the groups, collecting donations which go towards the upcoming concerts and at the end of season completing grant reports from funding.

As a retired Team Lead RN at Roseway Hospital, an instructor of Nursing at Dalhousie University and retired from the VON as well as tutoring, Rick has put all his time into working on music. He was in the Ghost Town Heroes band and The Dave Burbine band, where he also supported Dave when he entertained at the Manor and Bay Side Nursing Homes. Rick is now with One Meter Up and the duo of Bruce Reid and Rick Snow. He has hosted Open Mic at the Seadog and is currently carrying on the tradition of Open Mic at the Ships Galley. Bringing music to the community is where his greatest joy lies.

For all that Rick has done and continues to do, the Town of Shelburne's CP&V Committee and the Town Council recognize him as the Volunteer of the Month for June. Thank you!

Delegations

None

Correspondence

Information:

- a) Shannon Stubbs-Shadow Minister for Rural Economic Development & Rural Broadband Strategy

THAT Council accepts for the letter information.

Davis-Nickerson

CARRIED

Council Items

- a) Municipal User Fees Policy

Executive Coordinator explained that the fee changes to Cemetery will not be effective until the Cemetery By-Law has been amended and passed. Council did not receive any feedback from residents regarding any of these fee changes.

M23-018 **THAT** Council amends the Municipal User Fees Policy with the changes indicated.

Acker-Ringer

CARRIED

Committee Reports

CP&V Committee Minutes

THAT Council approves the CP&V Committee minutes from March 24th as presented.

Davis-Ringer

CARRIED

Staff Reports

- a) SVFD-Monthly Report (May)
- b) Building Inspector-Monthly Report (May)
- c) By-Law Officer-Monthly Report (May)

THAT Council accepts the above reports for information.

Acker-Davis

CARRIED

New Business

Councillor Acker

Councillor Acker wanted to remind residents and the viewing audience about the Kids Fair Play Fund Committee which has been ongoing for around for 25 years. The Fund used to get funding through Jumpstart, but that process will be changing. The Kids Fair Play Fund was in very good standing and since Covid they have not been able to do much for fundraising and are beginning to chip away at the bank account. Kids Fair Play is a very worthwhile organization that last year assisted 148 kids who otherwise would not have been able to participate in the activities and sports. The Fund is looking at doing some social media marketing and fundraising in the near future so watch for that online. All five municipal units are involved in the Kids Fair Play Fund and benefits all kids in the county.

In Camera

None

Upcoming Meetings/Events

- a) Bluenose Visit-June 25th, 2022-9am-Port (Open Deck 10am-8pm)
- b) Town Council Meeting is July 4th, 2022, 6pm here in Council Chambers, 168 Water St.

Adjournment

THAT the Regular Town Council Meeting of June 6th, 2022, be adjourned at 6:17 pm.

Davis

CARRIED

Mayor

Executive Coordinator

PROJECT OUTLINE

PARTNERING WITH THE
COMMUNITY



1



2022 AREAS OF FOCUS

- Enhancing current events
- Creating new events
- Partnership with stake holders to develop partnership opportunities
- Guiding tourist and locals alike

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2

SHELBURNE AND AREA CHAMBER EVENTS

- We will be hosting ticketed events that will provide funding for the local needs.
- The second in the business of community will be held at the end of September and is based on the sounds and sights of Shelburne
- The third in the business of community will be held in December and will be a Vegas theme "bet on Shelburne"

3

PROJECT -- STAY OPEN LATE

- Working with local event we will add to ongoing events by working with local businesses to stay open late and enjoy all that our towns have to offer
 - Pub crawl
 - Extension of what is being offered with Canada Day Lockeport, Dock Street Days, Shelburne Exhibition, Whirligig, and the creation of new later experiences in the towns
 - Creation of Night Lights. Participating businesses will be provided a 2ft tall lighthouse as part of this project to showcase their involvement with the chamber.
 - October scarefest! Tied to cruises; wishes hour, ghost tour, cemetery tour etc.

4

DIRECTIONAL AND OTHER SIGNAGE

- Revamp of signage on the I03
- New sign for the town of Lockeport
- Directional signs in town of Shelburne to; walking trails, dock street, islands park
- Plaques for local landmarks

5

WORKING WITH THE TOWN OF SHELBURNE ADDING TO THE CRUISE GOALS

- Partnered with the cruise readiness committee
- Provide funding, guidance and partnership to create the ultimate lobster experience. This will be held at the sandy point light house community center
- Event will be sold either directly to the cruise lines (Ponant) and to tour operators were appropriate
- The event will allow those participant to hear what it is like to be a lobster fisherman, try their hands at banding, find out about lobster traps, tie some rope, how to cook and crack a lobster and of course enjoying the lobster tasting.

6

WALK TOUR APP

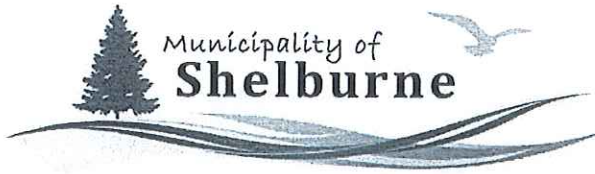
- We will be working with councils to develop an app that will take locals, and tourists through tours of our towns.
- We have sourced a white label partner that will enable us to develop ongoing unlimited numbers of tours that have the capacity to handle highlights, pop up offers triggered by location and is totally customized to our needs. The tours can also support images, description, voice and video.
- New hire through Roseway River Cottages under the direction of Daniel to support APP, youth programs and others. This will be set up as a contract.

7

SUMMARY SLIDE AND NEEDS TOTAL INVESTMENT \$115,000

- Municipality of Shelburne – 103 signage and partnering with the new expansions with the economic development plans.
- Town of Lockeport – July 1 was not possible we did provide some advertising money's, **new sign**, app tour of the Lockeport loop and other
- Town of Shelburne – in town signage, events additions, app tours, cruises

8



Naturally Yours

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1W0, Phone: (902) 875-3544 - Fax: (902) 875-1278

June 21, 2022

Sherry Doane, CAO
Town of Shelburne
168 Water St
Shelburne NS BOT 1W0

Sherry,

The Municipality of the District of Shelburne Recreation and Parks Department would like to host three free family movie nights at Guild Hall this summer on July 8, July 29, and August 19, 2022. The movies require the use of a sound system. The start time for the movies (approximately 8:00-8:30pm) will be based off the sunset and vary in length, because of this we are requesting an exemption to the Noise bylaw from the Town of Shelburne and are asking for an extension from 10:00pm to 11:00pm on the dates listed above.

We are excited to offer outdoor movies as part of our summer programs this year and think Guild Hall will make a great venue for families to enjoy in the experience. I appreciate you taking the time to consider this request. If you have any questions, please reach out to me at 902-875-3544 ext. 229 or Lisa.Locke@municipalityofshelburne.ca

Sincerely,

Lisa Locke, Recreation Coordinator

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| D23-A35 | |
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| Date | |
| June 21/22 | |
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BYLAW

Application for a Grant of Exemption by Council

*Town Council may grant an exemption to the Noise bylaw with respect to any emission of noise from which that person might be prosecuted for a period of no more than six (6) months.

Name: Lisa Locke - Municipality of Shelburne

Civic Address: 136 Hammond St

Phone Number: 902-875-3544 ext. 229

Email: Lisa.Locke@municipalityofshelburne.ca

Reason for Request: Outdoor movies at Guild Hall

on July 8, July 29, and Aug. 19

Location of Event: Guild Hall

Time of Event: 7pm - 11pm

Requirements:

- Abide by any Terms and Conditions set forth by Town Council
- Background material for Council review

Rights of Council:

In deciding whether or not to grant an exemption under section 11 or in determining terms or conditions of the exemption, Council shall give consideration to:

- (a) the social or economic benefit of the proposed activity to the Town, the views of any residents of the Town;
- (b) volume, nature and consistency of noise emission associated with the proposed activity;
- (c) the proximity and nature of abutting or adjacent land uses;
- (d) the hours of operation of the proposed activity;
- (e) any other factor relevant to balancing the interests of the applicant in the proposed activity against the interests of those persons who might be disturbed by the proposed activity.

BYLAW

Any contravention of the terms or conditions of an exemption shall constitute a contravention of this By-Law. In addition to any other available remedies for such contravention, the By-law Enforcement may on reasonable and probable grounds, without a hearing, suspend an exemption for a period of up to 30 days pending Council review of the exemption or issue a summary of offence ticket.

Any exemption pursuant shall be reviewable by Council at any time upon 10 days notice to the person exempted, and Council is free to revoke, suspend or restrict the exemption with or without cause having regard to the criteria set forth in this application form.

Public Input:

Applications for an exemption for an activity of less than 14 days duration do not require a public hearing pursuant to this application or notice by the Town, but all other exemptions, renewals of exemptions, or amendments expanding the scope of an exemption shall only be granted after a public hearing at which Council shall give the applicant and any person interested in the application an opportunity to be heard. It is advisable that applicants speak to adjacent property owners prior to application.

For applications that are longer than 14 days, ten (10) days notice of time, date and purpose of a public hearing shall be mailed by the applicant to the assessed owner or owners, as shown in the records of the Town Office, of each property which contains a building located within 150 meters (492 feet) of the property which will be the subject of the hearing, except that where the exemption is sought for an outdoor event not conducted at a fixed location.

BYLAW

Date of Council Meeting for Application Review: _____

Date of Public Hearing (if applicable): _____

Approved

Denied

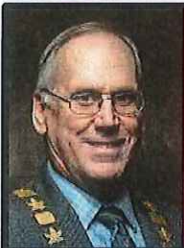
Conditions:

Darren Shupe, CAO

Karen Mattatall, Mayor

Library Report

Compiled by Ian White



Board
profile

Ben Cleveland

Town of Digby Mayor Ben Cleveland has been actively involved in community affairs, sitting on many local boards before joining Western Counties Regional Library Board in November 2020.

The board's vice chair is a 30-year veteran of the Digby Fire Department, was a councillor for 4 years, and has been mayor for the last 14 years.

"When I was asked to join the board, there was no hesitation to do so," he says. "Libraries are still prevalent today. Not every thing is on the Internet, and not everything is digitized."

He says that only a fraction of the world's knowledge is available on the Internet, but very little of that information is free, and that's where libraries come in.

"Libraries provide an important cultural connection to the past, understanding the past, through books whether printed or through digitized services," he says, adding the services that libraries provide can help shape the future.

He believes a challenge facing the library board is identifying the trends in all forms of media and being prepared to react to the changes.

He says the library needs to identify and help fill the gaps in services in its local communities to remain a vital part of a community's infrastructure.

Library's Summer Reading Club returns to normal

Literacy initiative keeps children reading over the summer



Summer Reading Club organizer Shannon Raynard displays the various reading logs for children, teens and adults to track their reading over the summer.

Western Counties Regional Library's 2022 Summer Reading Club begins Saturday, June 25, offering reading rewards for children, teens and adults, and lots of programming.

This year's theme is Myths and Legends, and the club runs through Saturday, Aug. 27 at the regional library's 10 branches in Digby, Shelburne and Yarmouth counties.

"It is important to help children and teens maintain their reading over the summer months," says Shannon Raynard, Training and Development Manager at the library and organizer of the program. "The reading club helps promote summer reading while offering reading rewards for the whole family. There are even children's reading logs and other material provided for people with print disabilities."

Because of the COVID-19 pandemic, it

is the first time in two years that the library can offer in-person programming in addition to StoryWalks, which are audio stories set up outdoors on page-by-page stands in and around many of the library's branches.

To kick things off, library branches in Barrington, Clark's Harbour and Shelburne have special programs on June 25. Programming continues to be offered throughout the summer, including three Discovery Centre touring science and environment programs on July 13 and 14 in Digby, Yarmouth and Shelburne during the fourth week of August. All programming is listed in the events section on the library website at westerncounties.ca/calendar/.

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| Date | June 22 |
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Area businesses supportive of reading program

From Page 1

As for prizes, area businesses have been very supportive of the literacy initiative with Sydney Street Pub and Café, Rudders Restaurant and Brew Pub and Capt. Kat's Lobster Shack offering gift certificates, and Coles Yarmouth providing books as draw prizes for adults reading 25 hours or more this summer. Teens can win sets of new books provided by library book supplier Whitehots Inc. and Coles Yarmouth for reading 25 hours or more this summer. Children can win a wide range of prizes such as LEGO kits and

science kits provided by Belliveau Motors, Canadian Tire Yarmouth and Wilson's Home Hardware in Barrington, two family passes to Nova Scotia Museum, ice cream gift certificates, skating and pool passes, and passes to the Mariners on Main facility in Yarmouth. To be entered in the draws, children must register with their local branch library once they register online through the TD Children Summer Reading Club website at tdsummerreadingclub.ca/.

Every child registering at the library receives a reading log and a web access

code to register online. Teens and adults can sign up at their nearest library branch. For children without access to the Internet, they can call their local library branch to register.

"We have had great support from area businesses and organizations to ensure we can provide some great reading rewards for children, teens and adults," Raynard says.

The Children's Summer Reading Club is for children up to the Grade 6 level. The teen club is for students entering Grades 6 or higher, up to age 18. The adult club is for people aged 18 and older.

AROUND THE BRANCHES

Headquarters



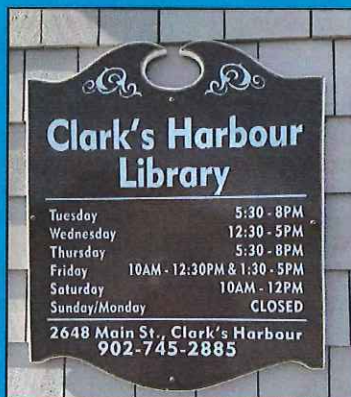
Left, Systems Administrator Ryan McKenzie receives his 15-year work certificate from Executive Director Erin Comeau on April 2.

The new Same Page system was launched successfully on April 21. Eight of the nine regional libraries came together to create the new online service called Same Page. Same Page provides access to almost a million items, including eBooks, magazines, audiobooks, learning materials, and much more. Library users are able to manage their accounts better, request materials, keep track of their reading, and find suggestions on what to read next. The system allows library users from any of the eight library systems to access and borrow material from within the consortium's collection, including the digital collection OverDrive.

Clark's Harbour

The library has a new sign (pictured right).

The library will be the starting point for a Town of Clark's Harbour Canada Day walk on June 30.



The library's grab-and-goes, which wrap up in June were very popular. The May activity featured bees. Above, Jeremie Amirault, 4, had fun completing the craft and learning about bees.

Digby

For the month of May the branch joined with the Caregivers of Nova Scotia to do a display highlighting Caregiver's Awareness Month. The display included brochures and booklets from the organization and related library books. It was well received with people picking up information and checking out books.

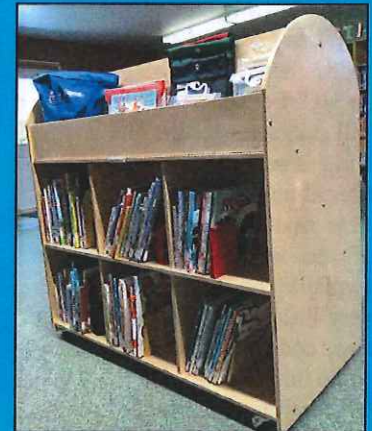
People continue to visit the library to pick up COVID-19 rapid test kits and express their gratitude at their availability.

Interest in the use of the newly re-opened community room is picking up.

Lockeport

Friends of the Lockeport Library plant and bake sale raised over \$700 for the library.

The library has a new picture book display case (pictured right).



Shelburne

Library clerks Loreley Himmelman and Michelle Vacon achieved diplomas in Library and Information Technology, graduating from NSCC on June 7.

Weymouth

The branch's book display (pictured right) highlighting Indigenous History Month and Pride Month in June is an excellent example of maximizing little spaces to highlight the library's diverse collection.





Shelburne Port Committee

21 April 2022

4:00 pm Council Chambers

Minutes

Present:

Chair: Town Mayor Harold Locke
Port Manager: Wayne Langthorne
Town Councillor: Rick Davis
Municipal Councillor: Anthony Gosbee
Municipal CAO: Warren MacLeod (for Trudy Payne)
Public Member: Percy Cox and Herb Locke
Town CAO/Committee Secretary: Sherry Doane

Regrets:

Public Members: John Garland, Charlie Arcon and Karl White

- 1) **Call to Order** (*Chair Harold Locke*)
Meeting was called to order at 4:03pm by the Chair.
- 2) **Approval of Agenda**
Agenda approved. Mover: Rick Davis, Seconder: Herb Locke
- 3) **Approval of Minutes from Shelburne Port Committee meeting held on 21 October 2021**
Minutes approved with correction that the PM was not present.
Mover: Anthony Gosbee, Seconder: Herb Locke

4) Delegations:

None

5) Correspondence:

None

6) Reports:

Port Manager's Report (*Port Manager Wayne Langthorne*)

The Port Manager again highlighted that the port continues to run smoothly. Damage done by Atlantic Protector will be quoted and charged back to the organization (therefore no cost to Port). Other wharf repairs are happening (bent light pole, etc). Government of Canada are assessing our facility, including electrical. PM spoke about the after-hour security as fuel theft is not subsiding. Cameras are not consistent so he is looking into what can be done, including utilizing government conduit. The port continues to be at capacity however, PM has booked five cruise ship visits (between Oct 5 and Nov 2) for this year, with the Town administration supporting the logistics. Anticipate Town Finance will report on write-offs for Committee review and recommendation(s) to Council, post the 16 June 2022 meeting.

Port Manager's Report accepted. Mover: Rick Davis, Seconder: Percy Cox

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| Rec'd by | JA |
| Date | June 24/22 |
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7) Old Business:

No change

8) New Business:

Port Budgets

Due to the delay of this Port Committee meeting, the PM and CAO drafted the fiscal year budget directly to Town Council. As well, they set the Port Fees to be the same with the addition of a daily electricity use (for those that plug in) cost as some of the smaller boats to a beyond-reasonable advantage of the Town's electricity. This was added to the pricing and all boats were given a heads up of this optional service.

9) Outcoming Recommendations for Town Council to consider:

None

10) Upcoming Meeting:

21 June 2022 4pm

11) Adjournment

Meeting adjourned at 4:25pm. Mover: Rick Davis

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| | Committee |
| | Agenda |
| | Minutes |
| | Records |
| | Resolutions |
| | Other |

WESTERN COUNTIES REGIONAL LIBRARY

BOARD MEETING

March 17, 2022

The regular quarterly meeting of the Western Counties Regional Library Board was held on Thursday, March 17, 2022 via Zoom.

Present were:

Councillor Sherry Thorburn Irvine, Chair, Municipality of Shelburne
Councillor Kathy Bourque, Municipality of Argyle
Councillor Patti Durkee, Municipality of Yarmouth
Mayor Ben Cleveland, Town of Digby
Councillor Kent Balish, Town of Lockeport
Deputy Mayor Elizabeth Acker, Town of Shelburne
Councillor Wade Cleveland, Town of Yarmouth
Vacant, Shelburne Library Building Association
Elizabeth Arenburg, Yarmouth Public Library & Museum
Patti Simpson, Province of Nova Scotia
Vacant, Province of Nova Scotia
Erin Comeau, Secretary-Treasurer

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| Council | ✓ |
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| Committee | |
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Regrets were received from Carl Deveau, Shaun Hatfield and Louann Link.

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m. by Chair, Sherry Thorburn Irvine.

2. ADOPTION OF AGENDA

Two items were added under "Other": Workplace Protocol as of March 21, 2022, and Mandatory Vaccination for Employees. It was moved by Elizabeth Acker and seconded by Kent Balish:

"THAT the agenda, with the two additions, be approved as presented."

MOTION CARRIED

3. MINUTES OF THE PREVIOUS MEETINGS

3.1 The minutes of the December 2, 2021 meeting were circulated. There being no errors or omissions, it was moved by Patti Simpson and seconded by Patti Durkee:

"THAT the minutes of the December 2, 2021 board meeting be approved as circulated."

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

4.1 Library Branch Services and Patron Use Policy - Update

Erin indicated that the update included allowing food and beverages to resume in the library since people no longer have to wear masks in public spaces. The library will not have food and drink during library programs, at least not for the foreseeable future.

5. CHAIR'S REPORT

Sherry had nothing to report as Chair but wished to acknowledge the hard work by Erin and her staff, especially after reading all the activities from the WCRL Library Report.

6. LBANS REPRESENTATIVE REPORT

Sherry reported that LBANS had not met recently but they have started brainstorming for a new Strategic Plan and will be updating their By-Laws.

7. DIRECTOR'S REPORT

Erin indicated that management has remained on track with its goals and objectives but that a few projects were delayed because of COVID. Erin wished to acknowledge her management team for all the extra work that they did to distribute COVID rapid test kits at various sites throughout the tri-counties. As of March 11, COVID rapid test kits are now available in all the library branches.

The library received a grant through the Department of Communities, Culture, Tourism and Heritage to install sound panels in the Clare branch's community room. The sound absorption panels will make the space more accessible to people who have difficulty hearing.

The new website and logo was launched in January with some excellent positive feedback from the public following the launch.

8. PERSONNEL COMMITTEE REPORT

Personnel Committee Chair, Patti Durkee, indicated that the Personnel Committee communicated virtually in December and January to help implement the mandatory vaccination policy for staff.

9. NEGOTIATIONS COMMITTEE REPORT

The Negotiations Committee met in January to discuss items to bring to the negotiations table and to appoint representatives. The board's priorities during this round of negotiations were to work towards providing living wages for all staff, to implement a new wage scale, and to discuss issues surrounding rising costs of health benefits.

Patti Durkee and Sherry Thorburn Irvine agreed to represent the board during the negotiations with the union.

Three meetings were held with CUPE Local 2530 representatives to discuss changes to the collective agreement. The agreement expired March 31, 2021. The Committee believes that it has reached a tentative agreement, which includes a wage increase as well as a new classification and salary scale.

Erin circulated the revised 2021-22 budget and Financial Statement (February 28, 2022). The revisions to the budget are necessary to support the new proposed salary scale and wage increase.

It was moved by Patti Durkee and seconded by Wade Cleveland:

“THAT the Board approve the revised 2021-2022 budget as presented.”

MOTION CARRIED

10. FINANCIAL STATEMENT

The February 28, 2022 Financial Statement was circulated. It was moved by Ben Cleveland and seconded by Kent Balish:

“THAT the February 28, 2022 Financial Statement be approved as presented.”

MOTION CARRIED

11. NEW BUSINESS

11.1 Privacy Policy – update

The policy updates were mainly due to the merging of our integrated library system for SamePage. It was moved by Elizabeth Acker and seconded by Patti Simpson:

“THAT the Privacy Policy updates be approved as presented.”

MOTION CARRIED

11.2 Internet Use Policy – update

The policy updates were mainly due to the merging of our integrated library system for SamePage. It was moved by Patti Durkee and seconded by Wade Cleveland:

“THAT the Internet Use Policy updates be approved as presented.”

MOTION CARRIED

11.3 Children in the Library Policy – update

Erin noted that this policy had been updated to reflect childrens’ activities while in the library. Most references to borrowing privileges were removed. It was moved by Ben Cleveland and seconded by Patti Simpson:

“THAT the Children in the Library Policy updates be approved as presented.”

MOTION CARRIED

11.4 Interregional Advisory Committee for Library Accessibility Plan

The Interregional Advisory Committee for Library Accessibility Plan was circulated. Once approved by all partners, priorities within the plan will be incorporated in WCRL’s 2022-23 Goals & Objectives. It was moved by Ben Cleveland and seconded by Kathy Bourque:

“THAT the Interregional Advisory Committee for Library Accessibility Plan be approved as presented.”

MOTION CARRIED

12. CORRESPONDENCE

No correspondence received.

13. OTHER

13.1 Workplace Protocol – March 21, 2022

Erin indicated that with the Province’s announcement of lifting restrictions for the public, organizations could still make decisions regarding COVID protocols for staff. The board agreed that staff should keep their masks on when working with the public and when in shared spaces. The COVID Absence policy benefits will remain in place for staff who choose to access it. Masking for staff to remain in place until April 25, 2022 when it will be reviewed.

13.2 Mandatory Vaccination for Employees

The board asked the Personnel Committee to review the Mandatory Vaccination Policy for Employees and to provide their recommendation.

14. AROUND THE TABLE

None

15. NEXT MEETING

Thursday, June 16, 2022 at 1:00 p.m. in the Program of the Yarmouth Library. It will consist of the Regular Board meeting, the AGM, and the AGM of the Charitable Association.

16. ADJOURNMENT

On a motion from Patti Durkee and Wade Cleveland, the meeting adjourned at 2:25 p.m.



**Town of Shelburne
Staff Report
Veteran Memorial Banner Program
2022**

To: Town Council
From: Robin Smith, Executive Coordinator
Re: Veteran Memorial Banner Program
Date: July 4th, 2022

Background:

Many communities in Nova Scotia offer a Veteran Memorial Banner Program to commemorate local veterans. This program allows families and friends of veterans to have their heroes honored with a full color banner displayed in Shelburne for the weeks leading up to Remembrance Day.

Analysis:

The cost for each banner is approximately \$165 taxes in for those wishing to purchase. Ideally, we would keep them in a core location in the Town for a 3-year term, leading up to the Cenotaph. The banners are 30"x48", double sided and the veteran's name and service details will be displayed on the banner along with the sponsor's name. Photos can be included as well if the sponsor wishes. The Town of Yarmouth has had great success with this program; in 2021 they did 50 banners and added an additional 30 last year. Memorial Banner is the company that Yarmouth dealt with, and that these prices are from, they are in Ontario.

The banners do require poles on the top and bottom, approximate price per set is \$95 plus tax. Total price for the banner and poles would be approximately \$300.

Recommendations/Possible Motion:

After speaking with Public Works, the recommendation from them if Council decides to go ahead with is to begin with a small number of banners, 15 maximum.

THAT Council accepts this staff report for information and directs staff to proceed with a Veteran Memorial Banner Program.

Respectfully Submitted,
Robin Smith, Executive Coordinator

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