



AGENDA
Town Council Meeting-Council Chambers
July 18th, 2022
6:00 p.m.

Doc Ref:

- 1) **Call to Order**
- 2) **Approval of Agenda**
 - a) *Appeal for 166 Water Street*
 - b) *Public Feedback-Municipal Boundary Review*
- 3) **Approval of Minutes from the Town Council meeting held on July 4th, 2022**
- 4) **Proclamations & Announcements:**
 - a) Emancipation Day- August 1st, 2022
 - b) National Peacekeepers Day- August 9th, 2022
 - c) National Acadian Day- August 15th, 2022
 - d) Volunteers of the Month-Community Participation & Volunteerism Committee
- 5) **Delegations:**
 - a) Shelburne County Arts Council D23-A40
- 6) **Correspondence:**

Action:

 - a) Housing NS Invoice D23-A41

Information:

 - b) Province of Nova Scotia-Environment and Climate Change D23-A42
 - c) Sou'West Nova Transit Update D23-A43
 - d) Property Valuation Services Corporation (PVSC) D23-A44
- 7) **Council Items:**
 - a) Rescind Motion M23-010 from May 2nd, 2022 D23-A45
- 8) **Committee Reports:**
- 9) **Staff Reports:**
 - a) SVFD-Monthly Report (June) D23-A46
 - b) Building Inspector-Monthly Report (June) D23-A47
 - c) By-Law Officer-Monthly Report (June) D23-A48
 - d) Staff Report-SMT (Port) Write Off's 2022-23 D23-A49
- 10) **New Business:**
- 11) **In-Camera:**
 - MGA Section 22-2 (e) Contract Negotiations**
 - MGA Section 22-2 (a) Acquisition, Sale, Lease and Security of Municipal Property**
- 12) **Upcoming Meetings/Events:**
 - a) Town Council Meeting-Tues September 6th, 2022-6pm, Council Chambers
 - b) Dock St. Days-July 30-31st, 2022
- 13) **Adjournment**



Town of Shelburne

Minutes of the Regular Council Meeting

Guild Hall
July 4th, 2022

DRAFT

Council Members Present

Mayor Harold Locke
Councillor Elizabeth Acker
Councillor Sheldon Ringer
Councillor Ben Nickerson

Regrets

Deputy Mayor Rick Davis

Staff Present

Sherry Doane, CAO
Robin Smith, Executive Coordinator

Delegation

Daniel Khan, Shelburne & Area Chamber of Commerce
Charlene Harris, Shelburne & Area Chamber of Commerce

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 Kespukwitk, 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 July 4th, 2022, as presented.

Acker-Nickerson
CARRIED

Approval of the Minutes

THAT Council approves the minutes from the Town Council Meeting held on June 20th, 2022, as presented.

Nickerson-Ringer
CARRIED

Proclamations & Announcement

None

Delegations

Shelburne & Area Chamber of Commerce Vice President Charlene Harris and Director Daniel Khan presented to Council the 2022 Areas of Focus for the Shelburne & Area Chamber of Commerce. Their plans are to enhance current events, create new events, partner with stake holder to develop

partnership opportunities and assist with guiding tourists and locals alike. A few other things they went over with Council were:

- Hosting quarterly "Business of Community" Events as well as other ticketed events that will provide funding for local needs.
- Working with local businesses to stay open late and enjoy all the Towns have to offer.
- Funding for directional signage in the Town and well in Lockeport, and plaques for local landmarks.
- Working with the Town and the Cruise Readiness Committee to provide funding, guidance, and partnership to create the Ultimate Lobster Experience.
- Working with all Councils to develop an app that will take locals and tourists through tours of our Towns and Communities.

The Shelburne and Area Chamber of Commerce is looking to invest \$115,000 between the Town of Shelburne, Municipality of Shelburne, and the Town of Lockeport. Council and staff are incredibly pleased and excited for the partnership and upcoming opportunities with the Chamber of Commerce.

Correspondence

Action:

- a) Noise By-Law Exemption Request by Municipality of Shelburne

THAT Council approves the noise by-law exemption request for July 8th, 29th and August 19th.

Ringer-Nickerson
CARRIED

Information:

- a) Western Counties Regional Library

THAT Council accepts for information.

Councillor Acker also wanted to note that two library clerks at our local McKay Memorial Library have obtained their Library and Information Technology Diplomas recently from NSCC. Congrats to Loreley Himmelman and Michelle Vacon.

Council Items

None

Committee Reports

- a) Port Committee Minutes

THAT Council approves the Port Committee minutes from April 21st as presented.

Acker-Nickerson
CARRIED

- b) Western Counties Regional Library Board Minutes-March 2022.

THAT Council accepts the WCRL Board Minutes for March 17, 2022.

Ringer-Acker
CARRIED

Staff Reports

- a) Staff Report-Veteran Memorial Banner Program

M23-019 **THAT** Council accepts the above reports for information and directs staff to proceed with the Veteran Memorial Banner Program.

Acker-Nickerson
CARRIED

New Business

Councillor Acker

Councillor Acker wanted to invite her fellow colleagues and the viewing public to Needs on July 15th at 10am as the Special Olympics team depart for Provincials. Councillor Acker has also recently been approached by two residents inquiring as to why salvaging is no longer at the West Green Harbour C&D site. The resident she had spoke with has successfully reused and constructed a building on their property in recent years using materials from the site. CAO informed Councillor Acker there was a in-depth report put out by Municipality of Shelburne regarding the safety and insurance concerns, hence the reason salvaging was ceased at the C&D Site. The CAO will email Councillor Acker a copy of the report so she can speak to the residents inquiring.

Councillor Acker was recently at the Pine Grove Cemetery and had a resident thank her for what the Town was doing to the Veteran headstones. Councillor Acker inquired if the Town had been doing anything and found out that Veteran Affairs has a grave marker maintenance division which presently has 70.9% graves in Nova Scotia have been completed. The program inspects gravesites and grave markers across Canada with a database which includes pics and GPS ratings as well as conditions. The Government of Canada has put in \$24.4 million over 5 years for the program. Councillor Acker wanted to let the viewing audience know if you are aware of a veteran gravesite that requires maintenance you can reach them at cm-mc@veterans.gc.ca or by phone at 1-866-522-2122.

Lastly Councillor Acker reminded her colleagues that the annual Fall NSFAM Conference is happening November 2nd & 4th this year and she is looking forward to attending and hoping others will be as well.

Councillor Ringer

Councillor Ringer wanted to let residents and the viewing audience know that the Roseway Hospital Charitable Foundation has achieved their goal towards the digital x-ray machine which will hopefully be installed within this fiscal year.

In Camera

THAT Council goes in camera at 6:32pm to discuss:

MGA Section 22-2 (e) Contract Negotiations

Council came out of in camera at 6:55pm.

M23-020

THAT Council grants the CAO the right to negotiate a term lease with the Coopers Inn owner.

Nickerson-Acker

CARRIED

Upcoming Meetings/Events

- a) CP&V Committee-July 13th, 2022-6pm, Council Chambers
- b) Town Council Meeting-July 18th, 2022-6pm, Council Chambers

Adjournment

THAT the Regular Town Council Meeting of July 4th, 2022, be adjourned at 6:58pm.

CARRIED

Mayor

Executive Coordinator



Town of Shelburne

July 2022

Volunteers of the Month CP&V Committee

Community Participation & Volunteerism Committee Volunteers of the Month



The Town of Shelburne's Community Participation and Volunteerism Committee (CP&V) is being recognized as the Volunteers of the Month for July by Town Council.

The CP&V Committee began in 2012 and have seen numerous community, Council, and staff members over the years. The Committee was created to provide the Town with a mechanism for coordination with the many volunteer initiatives being undertaken by community members. The Committee will assist the Town Council in coordinating with these community initiatives to ensure the Town is kept informed and is therefore able to support the work of community volunteers. The Committee also identifies new and existing opportunities to promote increased participation. Some events and activities that the Committee have taken part in the past year are community litter clean ups, assisting with the Grants to Organizations recommendations and SRHS bursary, the creation of "Who-Ville" at Atlantic House Park, helping at many community events (ie: charity runs, festivals such as The Whirligig, Cruise ship visits etc.) and much more.



The Committee presently consists of Chair Bonnie Mahaney, Community Members; Cheryl Bower, Holly Renaud, Deby MacAlpine, Mary Ayer, Andrea Huskilson, Council Members; Ben Nickerson & Rick Davis, Staff Member; Robin Smith

For all that the Committee has done over the years and continue to do, the Town Council recognize them as the Volunteers of the Month for July. Thank you!



Shelburne County Arts Council

P. O. Box 365
Shelburne, Nova Scotia
BOT 1W0

Document #	D23-A40
Rec'd by	JA
Date	July 13/22
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
July 13, 2022	

Dear Council Members,

Thank you for considering this proposal from the Shelburne County Arts Council (SCAC). The following project was made through a collaboration between the Shelburne County Arts Council and the Municipality of the District of Shelburne with final ownership of the artwork belonging to the Shelburne County Arts Council. Through a public request for proposals in 2021, artist, Alex Balkam, was selected to produce his project, *Animal Sitings*. We are seeking sites within the Town of Shelburne for permanent installation of this project. The Shelburne County Arts Council recognizes that Public Art within Shelburne is a valuable thing and we are hoping for your support in this project. You will find within the documents that follow a maintenance budget. The Shelburne County Arts Council is committed to maintaining this project for up to a financial amount (TBA) or up to 5 years, with the option to renew a maintenance contract at the end of those 5 years with the Town of Shelburne or to cover the financial costs of removing the project from its installation sites. Details of this arrangement will be finalized for the Town Council meeting on July 18th and presented in our delegation presentation. We look forward to answering any questions or concerns at that time.

Thank you
Melissa Strachan
On behalf of the Shelburne County Arts Council

Public Art Installation Proposal

ANIMAL SITINGS by Alex Balkam

Shelburne County Arts Council's Public Art Initiative 2022

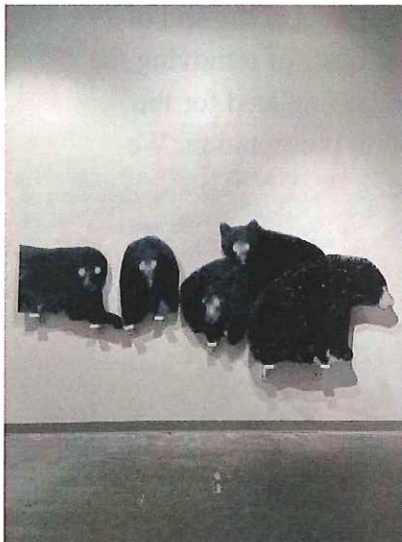
Presented: July 2022

Dear Town Council (Town of Shelburne),

Thank you for the opportunity to present this informational proposal for the installation phase of my *ANIMAL SITINGS* installation for the Town of Shelburne, produced through Shelburne County Arts Council's Public Art Initiative.

My artwork reflects on our relationship with animals in visual art and culture, often based on images derived from trail cameras placed deep in the surrounding wilderness near Shelburne, NS. The animal realm has long been a focus of visual cultural production — whether it be 20,000 year old cave paintings of bison and bears at Lascaux in France, Mi'kmaq petroglyphs of caribou and moose at Kejimikujik or Planet Earth documentaries on Netflix. I see this public art installation as continuing in this long-standing tradition. Supported by the Shelburne County Arts Council, this initiative involved a successful public outreach campaign wherein residents of Shelburne County submitted their favorite trail cam footage, involving members of the public who may not always feel engaged by contemporary art, incorporating their own passion for the outdoors into the work.

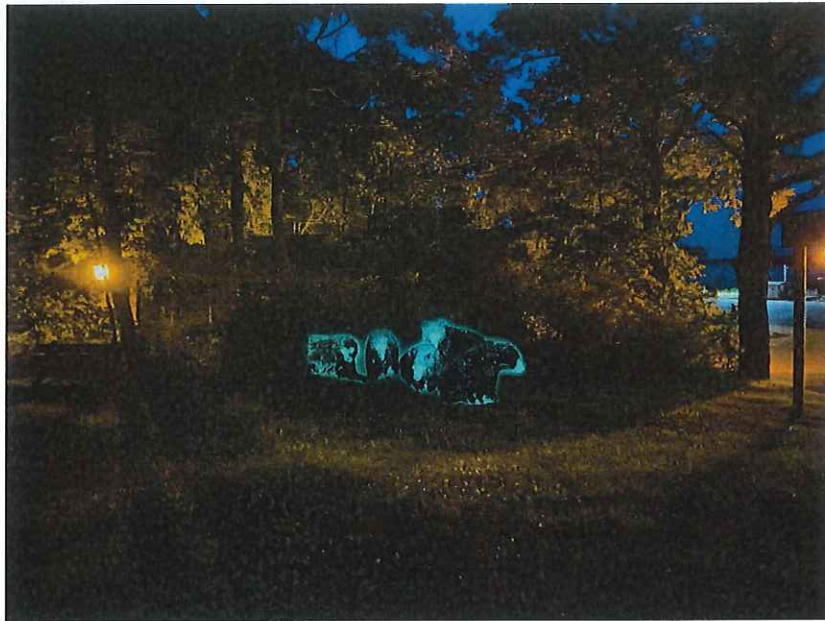
The piece involves a series of glow-in-the-dark surfaces, produced through a technical process employing a CNC router to cut out selected animal shapes from polycarbonate (Lexan) sheets, multiple layers of glow-in-the-dark resin in various colors and printing transfer technique involving the transfer of laser jet prints from transparent film into the resin layers. The resulting pieces include: a large family of bears, a deer and a fisher (pictured below):



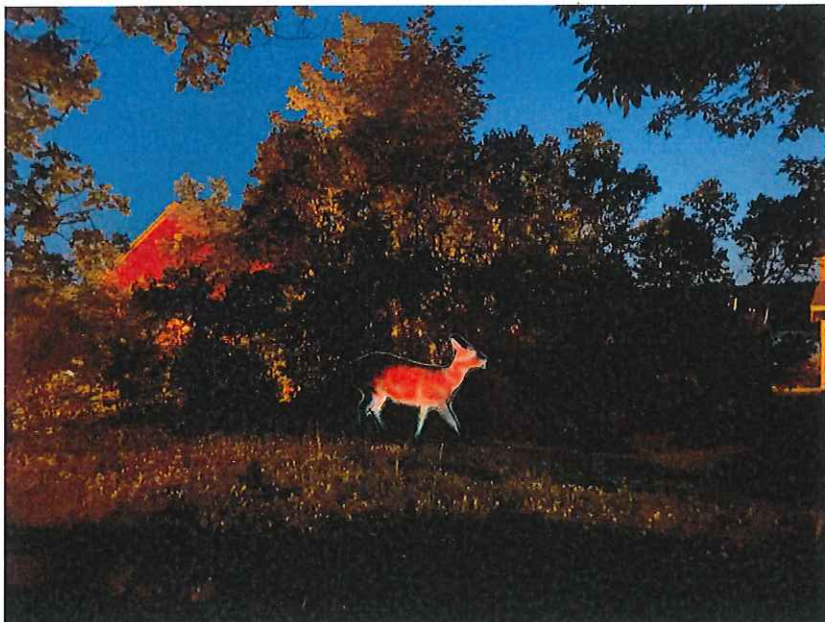
SITE SELECTION

I have selected a number of locations throughout the town which I feel will make excellent sites for encountering these pieces. Sites have been selected with consideration for the following qualities: visual impact, feasibility, engagement with the public, sunlight throughout the day and ambient light conditions at night (in service of glow-in-the-dark). Proposed Sites include the following:

Site One at Secret Park: The Bear Family



Site Two at Secret Park: Deer



Site Three at Black's Brook: Fisher

(this rare animal prefers deep forest cover with access to water rather than open environments)



PHYSICAL INSTALLATION

In collaboration with Concept Plastics Inc. in Dartmouth, a business which specializes in industrial application of custom plastics fabrications, I am developing a type of Polycarbonate T-Section Posts bonded to the rear surface of the artworks through a combination of chemical weld and mechanical securing. The resulting posts will be very strong, resistant to damage while also transparent so as not to distract from the work itself. The optimum installation format would be to create shallow post holes (approx. 12" depth) at a width of roughly 4" - 6" for inserting the posts into the ground and reinforced with a shallow concrete pour (removable). These post holes should be produced cleanly using an appropriate post hole digger or auger, which perhaps Public Works has in their inventory. Ideally, it would be excellent if a personnel from Public Works could be present to oversee the installation process, ensuring the installation process satisfies any code and property requirements. Installation will be performed by myself and an additional day labourer.

With so much continued habitat loss and encroachment on animal terrains, it is necessary to reflect on the tenuousness of our relationship to animals. The installation presents the surfaces in their natural element, exposed to the realities of the environment, weather and even human interference. Although essential upkeep will be provided for the initial period of installation (resin can be filled, polished), to some extent I prefer to allow these pieces to take on a recording of their environment. Additional impacts produced by human interference take on meaning, reflecting on the vulnerability of the animals. The construction material of Lexan as a base and waterproof/winterproof resin) ensures a certain degree of resistance to wear and tear inherent to the works.

SCAC Public Art Maintenance Budget 2022 — Quantity One Surface Upkeep

EXPENSES	PRICE PER UNIT	QUANTITY	TOTAL
Maintenance Related Materials			Cost
ART 'N GLOW NEUTRAL GREEN GLOW POWDER 8 OUNCE	\$51.88	1	\$51.88
ART 'N GLOW CLEAR CASTING AND COATING EPOXY RESIN 2 Gallon (256 FL. OUN)	\$214.11	1	\$214.11
Expendables for resin filling, machining, sanding, polishing	\$200.00	1	\$200.00
Printing costs if required (per animal)	\$95.20	1	\$95.20
Shipping	\$250.00	1	\$250.00
			Maintenance Materials
			\$811.19
Labour			
Maintenance Labour (Artist and/or Installation Labourer fee) per day	\$100.00	2	\$200.00
			Total Labour
			\$200.00
TOTAL EXPENSES			\$1,011.19



Stephen MacIsaac, PEng
Chief Executive Officer

PO Box 702 STN Central
Halifax, N.S. B3J 2T3

Email: stephen.macisaac@novascotia.ca
www.housingns.ca

July 1, 2022

Sherry Doane
CAO
Town of Shelburne
PO Box 670
Shelburne Nova Scotia
B0T 1W0

RE: 2021-22 Municipal Contribution

Dear Ms Doane:

Housing Nova Scotia prides itself in providing safe, affordable housing to more than 17,600 Nova Scotians who live in one of our over 11,000 public housing units. Through our five regional housing authorities, we invest more than \$140 million each year to operate and maintain our public housing stock. Municipalities are key partners as they contribute to the delivery of the program by funding a percentage of the housing authorities' net operating losses, in accordance with the handover agreements.

The Town of Shelburne contribution to the Public Housing net operating losses (NOL) for the fiscal year ending March 31, 2022, is as per the attached invoice. The municipal unit's contribution helps fund operating costs, which includes property taxes and major maintenance investments that are necessary to preserve and upgrade our public housing portfolio.

We want to thank the municipal unit for its important contribution to help meet the housing needs of the residents in your jurisdiction. If you have any further questions regarding your municipal unit's 2021-22 NOL share, please contact either John Campbell, Director, Western Regional Housing Authority, at John.Campbell@novascotia.ca or Rod Llewellyn, Finance Manager, Housing Authorities, Housing Nova Scotia, at Rod.Llewellyn@novascotia.ca

Sincerely,

Stephen MacIsaac, PEng
Chief Executive Officer
Housing Nova Scotia

Document #	
D23-A41	
Rec'd by	
MA	
Date	
July 3/22	
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Committee	

①



NOVA SCOTIA
PO Box 702 STN Central
Halifax, N.S. B3J 2T3
www.housingns.ca

INVOICE

Town of Shelburne
Attn.: Sherry Doane, CAO
PO Box 670
Shelburne NS
BOT 1W0

Invoice No. HNS-2022-426
Invoice Date March 31, 2022

Description	Amount
Municipal Unit Net Operating Loss Share For the period ended: March 31, 2022	\$ 113,782.58

Total Due \$ 113,782.58

② NTF

Estimate was \$78k → \$98k.
This is outrageous but we
again have no choice but
to pay.

Sherry Doane
12 Jul '22

Payment Details:

Cheques payable to "Housing Nova Scotia"
Attention: Cindy McAlpine-Mackenzie, Financial Services Officer
PO Box 702 STN Central
Halifax, NS B3J 2T3

Municipal Unit Reporting Framework
Billing Letter Supporting Information
Net Operating Loss (NOL) Statement

Department of Municipal Affairs and Housing

Town of Shelburne

For the period ended: March 31, 2022

	2021-22 Budget	2021-22 Actual	2020-21 Actual	Budget v Actual \$ Change	Actual (Current year) v Actual (Prior year) \$ Change
Operating					
Revenues					
Revenues	\$ 228,351	\$ 221,956	\$ 225,606	\$ (6,395)	\$ (3,650)
Total Revenues	228,351	221,956	225,606	(6,395)	(3,650)
Expenses					
Utilities	88,063	80,829	74,327	7,234	(6,502)
Operating	60,773	109,617	42,287	(48,844)	(67,330)
Maintenance	149,804	149,542	188,765	262	39,224
Maintenance (Vacant Units)	61,498	84,479	61,310	(22,981)	(23,169)
Administration	76,866	66,910	58,766	9,957	(8,144)
Amortization (Mortgage) *	56,404	59,342	59,342	(2,937)	-
Municipal Taxes	70,168	68,531	67,243	1,637	(1,288)
Depreciation	2,057	478	427	1,579	(51)
Total Expenses	565,634	619,728	552,468	(54,094)	(67,260)
Total Operating	(337,283)	(397,772)	(326,862)	(60,489)	(70,910)
Infrastructure *					
Summary of all projects	258,258	258,258	58,140	-	(200,118)
Total Infrastructure	258,258	258,258	58,140	-	(200,118)
Net Operating Loss (NOL)	\$ (595,541)	\$ (656,030)	\$ (385,002)	\$ (60,489)	\$ (271,028)
Distribution of NOL:					
Government		542,248			
Municipal Unit Share		113,783			
Total Distribution	\$	656,030			

* See attached schedules

Budget v Actual Variance Explanations

- 1) Overall, Housing Authorities realized NOL results that were below budget. The main drivers for this were:
 Revenue - The anticipated decrease in rental revenue due to the 2% rent cap was larger than budgeted
 Operating - Utilities were higher than budget mostly due to significant increases in the average price of fuel oil
 Maintenance and Maintenance (Vacant Units) - Housing Authorities adjusted project plans to mitigate other budget pressures.
 Infrastructure - Similar to the prior year, the pandemic affected construction job timelines and supply chain.

Actual (Current year) v Actual (Prior year) Variance Explanations

- 1) Overall, Housing Authorities realized NOL results that were higher than the previous year. The main driver for this is the increased budget that was allocated by the province to the Housing Authorities

Town of Shelburne

For the period ended: March 31, 2022

Property Name	Property Address	Scope of Work	2021-22	2020 -21
Courtney House	114 Water Street	2402-Evaluation Property	82,203	-
Northwood Apts	232 Mowatt St	Accessibility upgrades	176,055	-
Northwood Apts	232 Mowatt St	Accessibility upgrades	-	4,890
Northwood Apts	232 Mowatt St	Replace Asphalt shingles. Add attic insulation.	-	53,250
Total			258,258	58,140

Municipal Unit Reporting Framework
Billing Letter Supporting Information
Amortization Schedule

Department of Municipal Affairs and Housing

Town of Shelburne

As at: March 31, 2022

Name	Address	Start Date	Maturity	Period	Amortization	
					2021-22	2020-21
113 Clements St	Clements St	1988-12-01	2024-01-01	35	8,637	8,637
Northwood Apts	232 Mowatt St	1994-01-01	2025-01-01	31	25,759	25,759
Northwood Apts	232 Mowatt St	1998-01-01	2028-01-01	30	24,946	24,946
Total					59,342	59,342

July 7, 2022

To Whom It May Concern

Dear Sir/Madam:

The Government of Nova Scotia has approved changes to the how construction and demolition (C&D) debris is managed in Nova Scotia. These new measures will help to ensure that C&D debris disposal sites do not cause adverse environmental impacts and that businesses storing, transferring or processing C&D debris are regulated. You can find the regulatory update here: https://novascotia.ca/exec_council/oic/19855

Environment and Climate Change (ECC) completed a review of C&D debris management in response to fires and groundwater impacts that occurred at existing C&D debris disposal facilities, and in response to community concerns about businesses that store, transfer or process these materials. The review included targeted stakeholder consultation with municipalities, the construction industry, industry/professional associations, and provincial government departments.

Amendments to the Activities Designation Regulations and the Solid Waste Resource Management Regulations mean that, starting on July 5, 2023, chemically treated timbers will no longer be accepted for disposal at C&D debris facilities. Instead, these materials can be reused or can be disposed of in municipal solid waste landfills. In addition, businesses storing, transferring, or processing C&D debris will now require an operating approval from ECC. Previously, only C&D debris disposal facilities required an approval.

Several other enhancements will also be included within updated departmental guidelines for C&D debris management facilities, along with the development of new or revised terms and conditions for operating approvals. While work to update these documents is ongoing, changes are expected to include enhanced water and leachate analysis, additional site selection criteria, and stockpiling/cell construction requirements. These changes are based on previous consultation and are being made to protect the environment, particularly groundwater and surface water, and to decrease the risk of fires at these facilities. Prior to finalizing the guidelines, we will reach out to you for your input.

Current approval holders will receive amended approvals while facilities dedicated for the purpose of storing, transfer and processing will require an approval. If you have any questions about this initiative, contact Don MacQueen at Donald.macqueen@novascotia.ca or (902) 499-3271.

Sincerely,



Maylia K. Parker, P.Geo.
 Director
 Air Quality & Resource Management

/MP

c: Don MacQueen

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MS	
Date	
July 7/22	
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Council	✓
Agenda	✓
Committee	



SOU'WEST NOVA TRANSIT ASSOCIATION

Box 84 / Barrington, Nova Scotia / B0W 1E0
 (844) 637-2572 / info@souwestnovatransit.ca

Serving the Communities of Shelburne County

Document #	D23-A43
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Date	✓
COPIES TO:	
Council	✓
Agenda	✓
minutes, reports, Committee	

July 6, 2022

To our Municipal partners:

The team at Sou'West Nova Transit wishes to thank our municipalities for your continuing partnership and support in our efforts to connect Shelburne County residents with services, opportunities, and each other. We are providing this update at the request of some council members and will plan to send similar updates twice annually unless otherwise instructed.

We recently held our Annual General Meeting, and wanted to provide you with a link to the minutes, reports, and financial statements: <https://souwestnovatransit.ruralrides.ca/2022agm/>

Since our new fiscal year began in April, we continue to see growth in the use of our service. While our ridership numbers appear relatively small compared to other organizations in our association (ruralrides.ca), this represents the need of Shelburne County residents to travel long distances to access medical care not available locally. A medical trip to Halifax or Kentville brings a driver and vehicle out of our area for a full day, and other out-of-County trips for a half day, which limits our capacity. To illustrate, I've included a summary of one-way trips for April to June.

One Way Trips	April	May	June
Within Shelburne County	235	241	269
To or from Yarmouth	56	42	97
To or from Liverpool	8	12	9
To or from Bridgewater	18	4	9
To or from Kentville	6	6	2
To or from Halifax	22	22	16
Other	9	8	14
	354	335	416

Other challenges we are facing:

- While we are in full support of minimum wage increases in Nova Scotia, like many charities we struggle to keep up, and we are unable to offer competitive compensation at a time when inflation has increased cost of living considerably.
- The price of fuel has increased our operating costs. As an example, our total ridership in November and May were similar, but the difference in fuel cost between those two months was nearly \$1200!
- While we raised some of our fares in April (an increase of \$0.10/km for trips under 300 km, plus the addition of wait charges over 1 hour), this has not kept up with our growing costs.
- Many of our riders are unwaged or receiving old age pensions, so are unaffected by increases in minimum wage. If we raise our fares more to help cover costs, we only become more unaffordable for those who need us the most. Our fare reduction funds are quickly depleting especially as riders continue to turn to us for long distance medical travel.
- COVID continues to affect our operations and weigh heavily on our minds; while the Province has removed restrictions, we are very aware that many folks who use our service are at the greatest risk.

We also have a lot to celebrate, including:

- This September marks 10 years on the road! We are hoping to arrange a gathering to commemorate this milestone, and will be in contact about the date and location; we hope each municipal council will be represented!
- We have just taken possession of a Camry sedan which should be on the road by the end of July, and we look forward to the extra capacity this will provide.
- On top of the generous fare reduction funds provided by some of our municipal partners specifically for their residents, we have multiple other sources of fare subsidy to work with this year, including:
 - CN provided \$3000 for emergency subsidy, allowing us to act compassionately and quickly to help folks in urgent situations (such as needing to visit a loved one who is dying in hospital, or being transported to a women's shelter).
 - We received a \$4000 Building Vibrant Communities grant to assist organizations serving families with children through providing travel vouchers and offering low/no cost travel when arranged by the organizations for their events/programs or to help a client access another essential service.
 - The Community Health Board provided \$1500 to offer a limited run \$5 flat rate for seniors and very low-income riders for food access trips.
 - The Tri-County Betterment Association, in partnership with Philadelphia #47, donated \$5000 to our general subsidy fund.
 - The Province has provided \$8,590.00 to Sou'West Nova Transit as a part of their Fare Assistance Program for community transit providers.
- We received word that our application to the Federal Government's Rural Transit Solutions Fund – Planning Stream was approved, and we will receive up to \$50,000 to hire a consultant and facilitator that will engage with our municipal units to explore common goals where transportation is part of the solution and help create a plan to meet those goals! There are still some details to work out with the program, and then we will loop everyone in.
- Back in May Sou'West Nova Transit was honoured to receive an award at FAST Track's Innovation Summit for Seniors Transportation! As well as a \$5000 cash prize that we will use toward future vehicle purchases, we had the opportunity to address industry leaders from all over Canada by sharing a presentation which can be viewed from our Facebook page (search for "innovation").
- Elizabeth Chute (pictured right), Sou'West Nova Transit's Primary Dispatcher and Rider & Volunteer Care Coordinator, received an Invisible Champion award at the Community Impact Sector Day of Recognition ceremony!



Please don't hesitate to contact me via email (info@souwestnovatransit.ca) to ask questions, request further information, or set-up a Zoom meeting to learn more about our organization.

Sincerely,


Renata Tweedy, Manager, Sou'West Nova Transit Association

Please Note:



Throughout Summer and Fall, PVSC assessors will be out in communities across the province completing property inspections for building permits, appeals, and sales.

Just a reminder that you may see PVSC assessors may be in the neighborhood taking measurements and pictures of property and structures. Assessors will always be wearing high-visibility vests and have PVSC issued ID on them.



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May 2, 2022

Committee Reports

a) CP&V Committee Minutes-November 4th, 2021

THAT Council approves the CP&V committee minutes from November 4th, 2021, as presented.

Davis-Ringer

CARRIED

b) Port Committee Minutes-October 21st, 2021

THAT Council approves the Port Committee minutes from October 21st, 2021, as presented.

Acker-Ringer

CARRIED

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Staff Reports

a) Non-Resident Deed Transfer & Property Tax

The CAO explained the staff report to Council and informed as well that these two taxes have already been passed by the province and now receiving Royal Assent without consultation from the municipalities. Councillor Acker raised concerns of who is going to collect his money and has the province worked out the logistics. She also believes that we may be the only province that has introduced taxes like this. Councillor Acker recognizes the need for housing and how desperate we are here in Nova Scotia but by introducing these taxes it certainly does not encourage investors to come here. Mayor Locke expressed he feels its the responsibility of Municipal governments to collect property taxes and for the Provincial governments to be responsible for things like hospitals roads etc. Councillor Ringer stated that we have been lucky that since the pandemic we have had many people purchase property and move here permanently. Council agreed it would be nice to know that this money that will be collected from these two taxes would be distributed evenly amongst the province for housing initiatives etc.

THAT Council directs administration to write the Premier of Nova Scotia to express our profound disappointment regarding the one-time Provincial Deed Transfer Tax for Non-Residents and the annual Provincial Property Tax for Non-Residents, as included in the Financial Measures (2022) Act, that passed without any municipal consultation.

Acker-Davis

CARRIED

b) CAO Update

Roseway Manor

CAO Updated Council regarding the Roseway Manor; Per your directive at previous Council, I want to report that the three administrators agreed to request the province support us with the tendering process as they are experts of procurement and long-term care, not us. As such, the Department of Seniors, and Long-Term Care (SLTC) are in the midst of developing an Expression of Interest, seeking a qualified service provider, whether they are for-profit or not-for-profit, that is interested in both:

- operating the existing Roseway Manor as it is today, and
- replacing or renovating Roseway Manor.

As stated by the province and the municipal administrators, the primary interest to all is to ensure high quality services are provided to those in need of long-term care in our community.

Expression of Interest (EOI)-Prince Street

CAO updated Council that the town-owned Prince Street property sold and will be working with Town lawyer to close the purchase. The monies from this sale will be put into the capital reserve.

M23-010



SHELburne VOLUNTEER FIRE DEPARTMENT
63 KING STREET, PO BOX 880
SHELburne, NS
BOT 1W0

Mayor, Councillors and CAO

This is the monthly activity report for your Fire Department for the month of June 2022.

Total number of calls for service: 11

Calls for service within the Town: 2

Calls for service in the Municipality of Shelburne protection area: 6

Calls for Mutual Aid to other Municipality of Shelburne Departments: 2

Calls for Mutual Aid to Fire Departments outside of the Municipality of Shelburne: 1

CALLS FOR SERVICE BREAKDOWN

	<u>TOWN</u>	<u>MUNICIPALITY</u>
ALARM SOUNDING	1	2
MEDICAL	1	4
MOTOR VEHICLE ACCIDENT		1 (Mutual Aid)
STRUCTURE		1 (Mutual Aid)
CHIMNEY/FLUE		
VEHICLE FIRE		
GRASS, BRUSH, FOREST		
POWER LINES		
FLOOD CONDITIONS		
BOATS/WATER RESCUE		1 (Mutual Aid)
FUEL LEAK/SPILL		
ELEVATOR RESCUE		

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Municipality of
Shelburne

Naturally Yours

Inspection Department

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1W0, Phone: (902) 875-3494 - Fax: (902) 875-1278

July 6, 2022

Town of Shelburne
ATTN: Sherry Doane
PO Box 670
Shelburne, NS
BOT 1W0

Dear Ms., Doane:

Re: Monthly Building Report

The following is the Building Inspection Report for the month of June, 2022.

Fiscal Year	2022/2023	2021/2022
Number of Permits Issued this Month	3	1
Number of Permits Issued to Date	9	3
Construction Value	\$ 560,000.00	\$ 35,000.00
Total Construction to Date	\$ 1,785,400.00	\$ 88,683.00

Yours very truly,

Andrew Goreham, CRBO, CFI
Director of Inspection Services

/aad

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Andrew Goreham, Manager of Inspection Services

andrew.goreham@municipalityofshelburne.ca



P.O. Box 670
 168 Water Street
 Shelburne, N.S.
 B0T 1W0
 Phone: (902) 875-2991
 Cell : (902) 874-2476
 Fax: (902) 875-3932

lewis.chetwynd@shelburnens.ca
www.shelburnens.ca

June 30th, 2022

Bylaw Officer Report June 2022

June calls for service:

22-37. Service request: Garbage/Uncollected Waste at apartment complex- *Made patrol, took pictures, waiting for owner to return from overseas to address issue in person.*

22-38. Service request: Dogs at large on the Ohio road- *Made patrol and spotted the dogs in question. Issued verbal warning for off leash dogs.*

22-39. Service request: Questioned about an Order to remedy by Landlord- *I had sent no such order and they had no paperwork to support their claim.*

22-40. Service request: Complaint of horses in the town destroying property- *This occurred last year but concerned citizen wanted to ensure that it didn't happen again. Patrol made and fencing noted.*

22-41. Service request: Complaint of dogs running at large- *No dogs noted on arrival*

22-42. Service request: Complaint of commercial activity taking place in a residential zone. *Spoke with owner, no commercial activity noted.*

22.43. Service request- Complaint of garbage in yard. – *Partially completed- Written order sent*

22-44. Service request – Complaint of location of garbage boxes-*Working with Waste Diversion Officer to find a solution*

22-45. Service request- Complaint off many rodents visible on Parr Street- *Seems to be a fair bit of garbage in the area- will work with Waste Diversion officer to find a solution*

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22-46. Service Request- Report of large RV camping in a posted no camping area- *Spoke with occupant of RV and he advised that he had permission from the business manager but would remove the RV by 5 of that day. RESOLVED*

22-47. Service request- Complaint of dumped garbage- *Made patrol, collected evidence and hand delivered written warning to the persons in question.*

22-48. Service request- Complaint of resident burning garbage in fire pit (week prior)- *Patrol made, garbage bags visible in the fire pit from the road.*

22-49. Service request- Dog at large- *Dog in question took food from another person's doorstep. No dog noted, but there was an empty meat tray- Ongoing*

22-50- Service request- Two black bags and white goods in ditch- *Working with MDS Waste Diversion Officer to find solution.*

22-51. Service request- Complaint of horses being held at a property that does not meet the land use requirements-*Patrol Made, Horses we on site. Advised the owner they have 7 days to make alternative arrangements. - Ongoing*

22-52. Service request- Recurrence of rejected waste curbside- *Patrol made, 2 black garbage bags noted as well as other loose solid materials. Owner contacted and ordered to remove the waste and comply with Town By-laws*

22-53. Service request- Complaint of "many" stay cats in northeast area of Town - *SPCA contacted for advice- Ongoing*

22-54. Service request- Report of garbage being burned within town limits- *This was reported after hours and the complainant was advised to call the RCMP should it occur again.*

22-55. Service request- Complaint of a wire hanging down from powerlines near home- *Patrol made, no wires noticed.*

22-56. Service request- Complaint of unsightly premises- *Patrol made, confirmed there was merit to issue order to remedy.*

Assignments:

- Daily patrol of areas where garbage been dumped.
- Returned dumped garbage back to owners' doorstep with a written warning.
- Sent out orders to remedy for unsightly x 2.
- Cleaned graffiti off stop sign on Williams Street
- Patrol of town- Found uncollected waste and white goods. Order to Remedy sent to landowner.
- Followed up to garbage complaints. Work was not completed to a satisfactory level. This resulted in a written order being issued.
- Working with Waste Diversion Officer to find solutions to garbage boxes on the main streets and not being well maintained.
- Visited various homeowners to let them know we are going to be trimming vegetation near their properties and gave them the option to trim before Public Works.

Summary of additional bylaw officer duties and outcomes:

- Worked with the Waste Diversion Officer at MDS to find ways to best educated the public on waste management and sorting. We visited 6 properties this month and educated them on how to sort their solid waste and offered our help for any future concerns. This is something that we will continue monthly providing we have the time and resources.
- Order to remedy on Anne St. –**Ongoing**
- Order to remedy on Annapolis Road-**Ongoing**
- Order to remedy on Thomas St. – **Resolved, but there are new violations to address**
- Contacted building owner regarding placement of Waste collection bin- **Resolved**
- Conducted a drive though of the Town with CAO and identified areas of concern. – **Ongoing**

Daily patrols usually result in the issuance of 3-5 traffic warnings. The primary concerns are the amount of people who park in front of **fire hydrants** and in “**handicapped**” zones. The fire hydrant in front of NAPA seems to a hot spot for violations.

Respectfully,

Lewis Chetwynd
By-Law Enforcement Officer



Regular Council Meeting
Staff Report –SMT(Port) Write-Offs 2022-23
July 18, 2022

General Overview:

The purpose of this report is to provide Council a list of write-offs recommended for the 2022-23 fiscal year for the Shelburne Marine Terminal.

Background:

In accordance with our standard practice – and the provisions of the Municipal Government Act – an annual review of Shelburne Marine Terminal (Port) Billings has been conducted by Wayne Langthorne, SMT Manager; SMT(Port) Committee; Sherry Doane, CAO and myself. Several accounts have been identified for write-off due to the low probability of collection. Significant amount of time has occurred trying to collect these amounts by way of letters, emails, sending to Collections, etc with no success with collection to date.

Analysis:

It is recommended that the following accounts be written off for 2022-23:

SMT (Port):

Acadia First Nations - \$25.34
Besozzi Fisheries Ltd - \$102.68
Border Seafoods Ltd - \$225.13
John Boutlier - \$504.12
CCGS Alfre Needler - \$51.46
CCGS Ann Harvey - \$51.46
CCGS Cape Roger - \$936.74
CCGS Corporal McLaren - \$70.83
CCGS George R. Pearkes DFO - \$18.20
CCGS Private Robertson V.C. - \$33.17
CCGS Sir William Alexander - \$292.46
CCGS Sir Wilfred Grenfell - \$29.29
CCGS Teleost - \$130.02
Clearwater Fleet Operations - \$413.84
Comeau Seafoods Ltd - \$329.03
Cores Worldwide Inc - \$164.92
Countway, Derek - \$158.58
F.K. Warren Ltd - \$147.52
Gavin Casey - \$1425.41
Gordon Food Service Canada - \$693.64
Irving Oil Limited - \$203.77
Kelly Cove Salmon - \$3,050.03
Lady Dot Fisheries - \$208.61
Mabou Ridge Fisheries Limited - \$933.25

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MacDonald Alexander - \$1,970.10
 MacDonald Dave - \$1,102.51
 MacInnis Dustin - \$1,468.42
 Ocean Trout Farms - \$253.21
 OH Armstrong - \$34.63
 Sterling Fuels Limited - \$164.18
 Stewart Justin Troy - \$358.17
 Super Port Marine Services Ltd - \$213.77
 Sysco Food Services NS- \$206.11
 Yarmouth Sea Products Limited - \$252.96

Total amount of write offs for SMT(Port) - \$15,854.30

Financial Analysis:

These write-offs will have the following financial implications:

SMT (Port)-

Total Amount \$15,854.30

Entries in 2022/23 fiscal year-

Debit to Valuation Allowance \$14,834.23

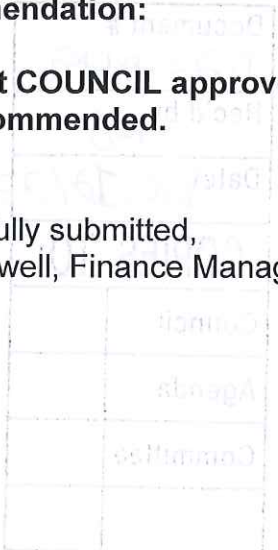
Debit to 2022/23 Interest Revenue \$ 134.75 (As of July 12, 2022)

Debit to 2022/23 GST/HST collected \$ 885.32

Recommendation:

That COUNCIL approve write offs for the Shelburne Marine Terminal as recommended.

Respectfully submitted,
 Jane Crowell, Finance Manager



NAME	TYPE	2021/22	2020/21	2019/20	Prior	DATE	TOTAL
ACADIA FIRST NATIONS	BERTHAGE					25.34	25.34
BESOZZI FISHERIES LTD	BERTHAGE			76.91		25.77	102.68
BORDER SEAFOODS LTD	BERTHAGE	216.78				8.35	225.13
JOHN BOUTLIER	BERTHAGE				317.86	186.26	504.12
CCGS ANN HARVEY	BERTHAGE					51.46	51.46
CCGS CAPE ROGER	BERTHAGE					936.74	936.74
CCGS CORPORAL MCLAREN	BERTHAGE					70.83	70.83
CCGS GEORGE R. PERKINS	BERTHAGE					18.20	18.20
CCGS PRIVATE ROBERTSON	BERTHAGE					33.17	33.17
CCGS SIR WILFRED GREENFELL	BERTHAGE					29.29	29.29
CCGS TELEOST	BERTHAGE					130.02	130.02
CLEARWATER FLEET OPERATIONS	BERTHAGE					413.84	413.84
COMEAU SEAFOODS LTD	BERTHAGE					329.03	329.03
CORES WORLDWIDE INC	WHARF USAGE		115.00			49.92	164.92
COUNTWAY DEREK	BERTHAGE				20.31	138.27	158.58
F.K. WARREN LTD	BERTHAGE					147.52	147.52
GAVIN CASY	BERTHAGE				919.31	506.10	1,425.41
GORDAN FOOD SERVICES CAN	WHARF USAGE	632.50				61.14	693.64
IRVING OIL LIMITED	WHARF USAGE					203.77	203.77
KELLY COVE SALMON	BERTHAGE					3,050.03	3,050.03
LADY DOT FISHERIES LTD	BERTHAGE		162.67			45.94	208.61
MABOU RIDGE FISHERIES LTC	BERTHAGE			712.43		220.82	933.25
ALEXANDER MACDONALD	BERTHAGE		811.90	714.33		443.87	1,970.10
DAVE MACDONALD	BERTHAGE				693.55	408.96	1,102.51
DUSTIN MACINNIS	BERTHAGE		124.26		997.77	346.39	1,468.42
OCEAN TROUT FARMS	BERTHAGE					253.21	253.21
OH ARMSTRONG LTD	WHARF USAGE					34.63	34.63
STERLING FUELS LTD	WHARF USAGE					164.18	164.18
STEWART JUSTIN TROY	BERTHAGE			272.00		86.17	358.17
SUPER PORT MARINE SERV LTD	BERTHAGE					147.51	147.51
SUPERPORT MARINE SERV LTD	BERTHAGE					66.26	66.26
SYSCO FOOD SERVICES NS	WHARF USAGE					206.11	206.11
YARMOUTH SEA PRODUCTS	BERTHAGE					252.96	252.96
		\$ 849.28	\$ 1,213.83	\$ 1,775.67	\$ 2,948.80	\$ 9,066.72	\$ 15,854.30

