



AGENDA
Town Council Meeting-Council Chambers
May 1st, 2023
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 April 17th, 2023
- 4) Proclamations & Announcements:
 - a) Volunteer of the Month, Helen Goulden
 - b) May 17th, International Day Against Homophobia, Transphobia and Biphobia
- 5) Delegations:

None
- 6) Correspondence:

Action: None

Information: None
- 7) Council Items:
 - a) *Land-Use By-Law* Second Reading re Pocket Communities
- 8) Committee Reports:

None
- 9) Staff Reports:
 - a) SVFD Report, March D23-A143
- 10) New Business:
- 11) Upcoming Meetings/Events:
 - a) Town Council meeting, May 15th, 6pm, Council Chambers
 - b) Source Water Protection Committee Meeting. May 16th, 10am, Town Hall
 - c) First Cruise Ship arriving May 27th
- 12) Adjournment



Town of Shelburne
Minutes of the Regular Council Meeting
Monday April 17th, 2023

Council Members Present

Mayor Harold Locke
Councillor Elizabeth Acker
Councillor Sheldon Ringer

Regrets

Deputy Mayor Ben Nickerson
Councillor Rick Davis

Staff Present

Sherry Doane, CAO
Candy Venning, Executive Coordinator

Call to Order

Mayor Harold Locke called the Council meeting to order at 6pm.

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 April 17th, 2023, as presented.

Acker-Ringer
CARRIED

Approval of the Minutes

THAT Council approves the Minutes from the Town Council Meeting held on April 3rd, 2023.

Ringer-Acker
CARRIED

Proclamations & Announcements

a) National Volunteer Week

On behalf of Council, I would like to recognize that National Volunteer Week is April 17th to 23rd and we appreciate all the wonderful volunteers we have in our community. Our Town is a better place for everything you do.

b) Lyme Disease Awareness Month

Lyme disease is a serious illness caused by the bite of a blacklegged tick infected with a specific bacterium (*Borrelia burgdorferi*) now found in all parts of Nova Scotia. It is very important to keep this issue at the forefront of residents' minds so that proper precautions are undertaken and a quick

diagnosis and treatment can be obtained.

Awareness, education and practicing preventative measures, such as daily tick checks and proper tick removal, can help reduce your chances of contracting tick-borne diseases.

b) Mental Health Week

Mental Health Week is May 1st to 7th, and we encourage all to use the resources we have available in our area as well many resources on the Canadian Mental Health Week.ca website. Bring empathy alive with the people in your life. Be there, listen completely, and see the world through their eyes.

Delegations

None

Correspondence

Action:

None

Information

None

Council Items

None

Committee Reports

None

Staff Reports

a) By-Law Officers Report, March

b) Building Inspectors Report, March

THAT Council accepts the By-Law Officers Report and the Building Inspector's Report, as presented.

Acker-Ringer

CARRIED

New Business

Council asked about our tree planting program, the funding, and activity. Administration spoke to our Tree Policy. The Executive Coordinator spoke to the placement, donation and use of appropriate species and sized trees as well as the 2 Billion Trees program, with smaller tree plantings that will be happening at no cost to us.

It's volunteer month, a reminder that volunteers are needed on boards, Meals on Wheels needs drivers, there are so many organizations and boards that need people, please volunteer.

Mayor Locke reminded residents of the Town wide cleanup happening on the 21st, red bags are available for pickup. Public works will be picking up on the day.

Councillor Acker stated it would be wonderful if people would step outside and just take 20 minutes to pick up around their home.

Upcoming Meetings

- a) Council Budget Meeting, April 26th, 5-7pm at the Community Centre
- b) Public Hearing May 1st, 3pm, at the Community Centre, re: rezoning 37 Bulkley St.

- c) Public Hearing May 1st, 3:30, at the Community Centre, re: Pocket Community
- d) Town Council meeting, May 1st, 6pm, Council Chambers

Adjournment

THAT the Regular Town Council Meeting of April 17th, 2023, be adjourned at 6:12pm.

Acker

CARRIED

Mayor

Executive Coordinator

DRAFT



Town of Shelburne
May 2023
Volunteer of the Month
Helen Goulden

Community Participation & Volunteerism
Committee Volunteers of the Month

Helen Goulden is being recognized as the Volunteer of the Month for May for her hard work and dedication to our community.

Helen helped organize the Founder's Days' (now Dock Street Days) Parade of Lights for several years, making sure it was a successful event.

Over the years Helen has helped with many things in our Town and surrounding communities - YOLO Relay for Life, serving many meals at Sandy Point Lighthouse Suppers and helping with "Support our Troops" just to name a few.

Helen currently sits on the Shelburne County Arena Board and volunteered many hours in the Canteen. Most recently she has taken on the role of Canteen Manager, making sure it is running smoothly and effectively, and always ready to serve visitors with a smile!

Helen is a person you can call anytime you need a volunteer, she is always happy to help.

For all that Helen has done and continues to do for this community, the CP&V Committee and Town Council recognize Helen as the Volunteer of the Month for May. Thank you!

Amendments to the Town of Shelburne Land-Use By-Law regarding Pocket Communities

Add the following definition in **Part 2 – DEFINITIONS**

POCKET COMMUNITY means four (4) or more buildings, which can contain up to two (2) dwellings each, located on one lot under one ownership. The number of dwellings per lot cannot exceed the equivalent of 6,400 square feet of land per single dwelling units or 3,600 square feet for two-dwelling buildings, per dwelling unit. Dwellings will all face towards the common area, NOT the abutting streets.

Add the following bullet point to **Part 6 – RESIDENTIAL GENERAL (R-1) ZONE**

Section 38

- Pocket Community dwellings (subjected to requirements of Section 43A)

Special Requirements – Pocket Community

43A. In addition to all other requirements, where a proposed development is for a pocket community, such development shall:

- (a) each cluster of dwellings shall have a common area to provide a sense of openness and function as a shared front yard
- (b) each dwelling unit shall be located no further than 10 feet from the common area
- (c) A cluster in a pocket community may not be subdivided
- (d) a system of continuous walkways, no less than four (4) feet wide, shall connect each dwelling to each other and to the common area, as well as to the parking area and to the property line that abuts an open public street bordering the development
- (e) each dwelling shall connect via continuous walkways being no less than 4 feet width
- (f) no part of any dwelling shall be further than 180 feet from the parking lot
- (g) no less than one (1) parking space per unit plus one (1) accessible parking space per four (4) dwellings located closest to the dwellings
- (h) the parking lot area, at the centre of the common space, shall allow for at least a twenty-five (25) foot wide opening for emergency vehicles to access the common space
- (i) attached garages are not permitted in pocket communities
- (j) if detached garages are provided, they must be designed similar to or compatible with the dwelling design(s)
- (k) community amenity buildings are permitted as an accessory building to serve the needs of the residents and their guests for incidental use and must be designed similar to or compatible with the dwelling design(s)
- (l) architectural requirements include:
 - i. dwellings will be designed to have a cottage-like appearance, avoiding taller-than-wide designs
 - ii. each dwelling must have a different appearance whether colour, materials or design
 - iii. dwellings shall be clustered around and orientated towards the common frontal area
 - iv. it is encouraged that dwellings have covered front porches at least 60 square feet (the porch does not contribute to the maximum floor area of the dwelling)

Add the following bullet point to **Part 7 – RESIDENTIAL MOBILE (R-M) ZONE**

Section 44

- Pocket Community dwellings (subjected to requirements of Section 43A)

Add the following to the chart of **Schedule D** under a new column heading **Pocket Dwellings**

Minimum Lot Area: see definition

Minimum Lot Frontage: shared frontal common area no less two (2) times the total dwelling square footage

Minimum Front Yard: not applicable

Minimum Rear Yard: 20 feet

Minimum Side Yard: 10 feet

Maximum Lot Coverage by Dwellings: 35%

Maximum Building Height: 35 feet



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 March 2023.

Total number of calls for service: 10

Calls for service within the Town: 3

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

Calls for Mutual Aid to other Municipality of Shelburne Departments: 1

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

<u>CALLS FOR SERVICE BREAKDOWN</u>	<u>TOWN</u>	<u>MUNICIPALITY</u>
ALARM SOUNDING	1	1
MEDICAL		
MOTOR VEHICLE ACCIDENT		2 +1 Mutual Aid
STRUCTURE		3
CHIMNEY/FLUE		
VEHICLE FIRE		
GRASS, BRUSH, FOREST, SOLID WASTE	1	
POWER LINES		
FLOOD CONDITIONS		
BOATS/WATER RESCUE	1	
FUEL LEAK/SPILL		
ELEVATOR RESCUE		

DARRELL LOCKE, FIRE CHIEF

shelburnefire@gmail.com

MIKE SHAND, PRESIDENT

