



AGENDA
Town Council Meeting-Council Chambers
May 6th, 2024
6:00 p.m.

Doc Ref:

-
- 1) Call to Order
 - 2) Approval of Agenda
 - 3) Approval of Minutes from the regular Town Council meeting held on April 15th, 2024.
 - 4) Proclamations and Announcements:
 - a) Canadian Mental Health Week – May 6-12th, 2024.
 - b) National Nursing Week – May 6-12th, 2024.
 - c) May 17th, International Day Against Homophobia, Transphobia and Biphobia
 - d) Heart Failure Awareness Week – May 5-11th, 2024.
 - e) Volunteer of the Month, Angie Shand. D24-335
 - 5) Delegations/Presentation:
 - a) Pam Mingo – Firefighters Memorial Fence Project D24-336
 - 6) Correspondence:

Action:

 - a) Letter from Meagan Smith regarding crosswalk lights on King Street D24-337
 - b) Letter from Gail Jordan regarding Digby Street Maintenance D24-338
 - c) Letter from Ed Benham regarding an art project D24-339

Information:

 - a) Firefighters Memorial Fence Project News Article D24-340
 - b) Town of Shelburne Newsletter D24-341
 - c) Letter from Daniel MacKay, Wastewater Plant Operator, Town of Shelburne D24-342
 - d) Municipality of Colchester response to letter regarding Service Exchange D24-343
 - e) NS Municipal Affairs and Housing Letter – Canada Community-Building Fund agreement D24-344
 - 7) Council Items:
 - a) Library Funding Review D24-345
 - b) Impact of deer in the Town of Shelburne
 - c) 194 Rodney Street – Municipal Planning Strategy and Land Use By-Law Amendment D24-346
 - d) Notice of updates to Public Participation Policy D24-347
 - 8) Committee Reports: **NONE**
 - 9) Staff Reports:
 - a) Building Inspector Report – April D24-348
 - b) Accessibility Coordinator Report D24-349
 - c) Road Trails By-law D24-350
 - 10) New Business:
 - 11) Upcoming Meetings/Events:
 - a) Town Council Budget Meeting, Thursday, May 9th, 2024, 6pm, Shelburne Community Centre
 - b) Next Council Meeting, Tuesday, May 21st, 2024, 6pm, Council Chambers
 - 12) Adjournment



Town of Shelburne
Minutes of the Regular Council Meeting
April 15th, 2024

Council Members Present

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

Regrets

Councillor Elizabeth Acker

Staff Present

Chief Administrator Officer, Sarah Mattatall
Deputy CAO, Ken Smith
Executive Coordinator, Jill Webb

Call to Order

Mayor 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 history, contributions, and legacies of the African Nova Scotian people and communities.

Approval of the Agenda

THAT Council approves the agenda for April 15th, 2024.

Nickerson-Davis

CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on April 2nd, 2024.

Ringer-Nickerson

CARRIED

Proclamations and Announcements:

a) National Volunteer Week – April 14-20, 2024

Councillor Ringer read: From April 17th to April 23rd, 2024, we proudly honor National Volunteer Week, a time dedicated to recognizing the invaluable contributions of volunteers across the nation. This week is a celebration of selflessness, kindness, and the power of community spirit.

Volunteers are the heart and soul of our organizations, communities, and causes. They donate their time, skills, and passion to make a positive difference in the lives of others. Whether it's mentoring youth, feeding the hungry, caring for the environment, or supporting those in need, volunteers embody the true spirit of service.

During National Volunteer Week, let us take a moment to express our gratitude to all volunteers for their dedication and commitment. Their impact is immeasurable, and their acts of kindness ripple through society, leaving a lasting legacy of compassion and goodwill.

We invite you to join us in celebrating National Volunteer Week by recognizing the volunteers in your life, sharing stories of their impact, and considering how you can give back to your community. Together, let's continue to build a brighter future through the power of volunteerism.

Thank you to all volunteers for your unwavering generosity and dedication. Your service inspires us all!

b) Earth Day – April 22nd, 2024

Mayor Locke read: As we approach Earth Day on April 22nd, we are filled with a sense of responsibility and opportunity to make a positive impact on our planet. Earth Day serves as a powerful reminder of the importance of environmental stewardship and the need for collective action to protect and preserve our precious natural resources.

This year on April 19th, 2024, the Town of Shelburne will be hosting a Town Wide Clean Up day beginning at 10am. If you would like to join, stop into the Town office to pick up your red bags. We believe small steps can lead to a significant change, and together, we can make a difference! Happy Earth Day!

c) Lyme Disease Awareness Month – May

Councillor Davis read: May is Lyme Disease Awareness Month, a time dedicated to raising awareness of Lyme Disease. Lyme disease is transmitted to humans through the bite of infected black-legged ticks.

As warmer temperatures bring people outdoors to enjoy nature, the risk of Lyme disease transmission increases. Early detection and prevention are crucial in combating this illness, which can cause a range of symptoms, from fever and fatigue to joint pain and neurological complications if left untreated.

During Lyme Disease Awareness Month, we urge everyone to educate themselves and take proactive measures to prevent tick bites.

Remember when you are spending time outdoors, wear long sleeves and pants, use insect repellent containing DEET or permethrin, and perform thorough tick checks on yourself, your family and pets after outdoor activities. And recognize the common symptoms of Lyme disease, including the distinctive "bullseye" rash, and seek medical attention if you suspect exposure to ticks.

Together, let's work towards a future where Lyme disease no longer poses a threat to our health and well-being. By raising awareness, advocating for prevention, and supporting research, we can make a difference in the lives of those affected by Lyme disease.

Delegations/Presentations: NONE

Correspondence

Action:

- a) Email – BASA – Shelburne County Communities Free Kicks Try It Event – Sponsorship

Discussion was had between Councillors and Mayor, and it was asked if there were funds leftover from the Grants to Organization Program last year, CAO Mattatall said she could check with our finance manager. CAO Mattatall explained what this program was asking for. Councillor Nickerson thought we should give something to the event, this is the first time this is happening. It was agreed to sponsor the event.

THAT Council sponsor \$200.00 to the Shelburne County Communities Free Kicks Try It Event.

Nickerson-Davis

CARRIED

M24-197

- b) Lockeport & Area July 1st Committee - Sponsorship

THAT Council defer to the budget process.

Nickerson-Ringer

CARRIED

M24-198

Information:

- a) Letter from Honourable John Lohr – Service Exchange

Mayor Locke said that himself and Executive Coordinator Jill Webb sat in on a Teams meeting discussing this and it was said in the meeting that they will be coming around to speak to Towns and Municipalities.

- b) Letter from Honourable John Lohr – New Prov Dept. of Emergency Management

Council reviewed the letters as information.

Council Items:

- a) Centre for Marine Applied Research

CAO Mattatall mentioned to Council that someone had reached out to her regarding our marine infrastructure. They are conducting research on several infrastructure from Yarmouth to Digby as well as other areas. It's a first come, first serve. Discussion was held and it was agreed that we can't lose by applying, we would hire an engineer of choice and they pay for the assessment, up to \$30,000. Councillor Ringer felt this would give us valuable insight.

THAT Council authorize the CAO to make an application for the Climate Change Vulnerability Assessment of Critical Marine Infrastructure.

Davis-Ringer

CARRIED

M24-199

Committee Reports:

- a) CAO Report – CP&V Committee

CAO Mattatall explained that post Covid, lots has change with the CP&V Committee. She explained to Council that this committee has done so much over the years for the Town of Shelburne, and we are very thankful for them. With the rising of the Shelburne Events Committee, numbers on the CP&V committee have dwindled, and the events committee has now taken over a lot of the events that CP&V used to do.

The time has come that it only seems fitting now that we join forces with the events committee. The Municipality and the Committee welcome the support. Sarah explained to Council that we would like to add a Council member and a staff member to the events committee and that it would be good to work with MDS as we are already contributing financially.

THAT Council dissolve the CP&V Committee and assign Councillor Ben Nickerson and Staff Member Jill Webb to join the Municipality of the District of Shelburne's Event Committee.

Davis-Ringer

CARRIED

M24-200

b) Accessibility Advisory Committee Meeting Minutes.

Reviewed for information only.

Staff Reports

a) By-Law Officer Report – March

b) SVFD Report – March

c) Building Inspector Report – March

d) Wastewater Utility Report – March

e) Water Utility Report – March

The above reports were reviewed for information only.

f) Accessibility Coordinator Report – March

Michelle Vacon, Accessibility Coordinator for the Town of Shelburne, Town of Lockport and the Municipality of the District of Shelburne (MDS) was in attendance and presented her report, speaking to Council on what her role entailed. Michelle also went over the progress report. She also told Council to look for regular Friday Accessibility education posts that will go out on social media.

g) CAO Update

CAO Mattatall had several updates for Council this meeting.

Elevator RFP:

We had 2 quotes come in, three members of the staff reviewed and analyzed each one and it was agreed to go with Delmar Construction. They estimate that the elevator should be done by July. CAO Mattatall also told Council that the installation of new doors should be happening in the next week or two, painters will be starting soon, and IT has been working away getting everything set up. They are still working on the HVAC, installing heat pumps upstairs. The goal is to move in August.

THAT Council approve the proposal from Delmar Construction Limited at \$143,029 + HST for the purchase and installation of the elevator lift and shaft for 162 Mowatt Street.

Davis-Nickerson

CARRIED

M24-201

GIS:

There was a GIS meeting between Matt King, Bob Funke and Town Staff regarding the utilities upgrade. They are going to create a map from the bottom of King Street up to the nursing home mapping our manholes focusing on the King Street infrastructure.

Cruise Ship Update:

The number of cruise ships are being reduced this season. Last year we had 7-8 cruise ships as we were

operating as overflow for Halifax. However, Halifax can now accommodate more calls and we unfortunately won't see that same overflow. It may rise again after this year, but for now, it's looking like we may only see 1-2 ships if any. Yarmouth only has 1 scheduled for this year.

Vendor Fees:

The Shelburne Events Committee has once again asked for the waiving of vendor fees for their events this year. CAO Mattatall did explain to Council that the vending by-law is one that we will be reviewing in the future.

THAT Council approve the waiving of fees for the vendor license again this year for all Shelburne Event Committee Events.

Nickerson-Davis

CARRIED

M24-202

Staffing Updates:

CAO Mattatall updated Council on the recent staffing changes. She explained Nicole Blades is no longer with the Town and that Jessie Dyer will be taking her position thus leaving the Customer Service position vacant until we close on the advertising next week.

h) CAO Report – SVFD, New Truck Purchase:

Ms. Mattatall explained that 5-6 years ago the Town had a plan to put money aside each year for the purchase of a new truck, at that time costing approximately \$700,000.

After Covid hit, prices increased. Costs are now significantly higher for the new truck. Also, there has been some other safety measures that the fire department wants and needs on a new truck since the wildfires.

Since the Town relies on the advice of the firefighters themselves, the research that they presented and what best fits their needs, the truck they would like to purchase would cost \$940,000 + HST. She explained that if Council decided to proceed with this purchase that there would be a 30% down payment required to secure the purchase and the remaining funds to be paid upon completion and delivery, approximately September 2025.

*See breakdown of costs on Staff Report in package.

Mayor Locke commented that he is very thankful for Finance Manager Jane Crowell for recommending we set aside money each year, because of this, we aren't in a bind.

THAT Council approve the purchase of a new pumper tanker at a cost of \$940,270 plus HST with money coming out the reserve to cover the downpayment.

Davis-Ringer

CARRIED

M24-203

New Business:

Councillor Nickerson wanted everyone to know that the Smile Cookie Campaign will be starting again this year on April 29 to May 5, 2024, with all proceeds going to the Shelburne Fire Department.

No further new business.

Upcoming Meetings/Events

- a) Autism Flag Raising, NEW DATE, Park at Corner of King and Water Streets, 4pm, April 17th, 2024.
- b) Town Wide Clean Up, April 19th, 10am, all over town

- c) Next Council Meeting, Monday, May 6th, 2024, 6pm, Council Chambers.
- d) Visit www.ospreyartscentre.ca for a list of upcoming concerts, movies and events.

Adjournment

THAT the Regular Town Council Meeting of April 15th, 2024, be adjourned at 6:41pm.

Davis

DRAFT

CAO Mattioli updated Council on the recent changes. He explained Nicole Blais is no longer with the Town and that Jessi-Lee will be taking that position thus leaving the Customer Service position vacant until we close on the advertising contract.

1) CAO Report - 2023 Truck Purchase
 Ms. Mattioli explained that 5-years ago they had a bid out for a truck and they had to purchase a new truck at that time. After Covid hit, prices increased. They had to purchase a new truck since they had some other safety issues. The truck was purchased for \$100,000. The Town has since the Town prices on the advice of the CAO. They had to purchase a new truck and what best fit their needs. The truck they would purchase would cost \$200,000 - HST. She explained that the Council decided to purchase with a bid that they would be a 50% down payment required to secure the purchase and the remaining funds to be paid upon completion and always approximately September 15th.

The breakdown of cost on that bid is as follows:
 Mayor Locke commented that he is very thankful for Finance Director John Crowell for recommending we set aside money each year, because of this, we aren't in a bind.
 THAT Council approve the purchase of a new dump truck of a cost of \$200,230 plus HST and money coming out in reserve for over the town's term.
 Davis Ringier
 CARRIED
 M24-203

New Business
 Councilor Nickerson wanted everyone to know that the Smile Coozie Campaign will be starting again this year on April 19 to May 5, 2024, with all proceeds going to the Shelburne Fire Department.
 No further new business.

Community Meetings/Events
 a) Autism Flag Raising, NEW DATE, Park at Corner of King and Water Streets, April 17th, 2024.
 b) Town Wide Clean Up, April 18th, 10am, Shelburne Town.

Document # D24-335	
Rec'd by gw	
Date May 1/24	
COPIES TO:	
Council	✓
Agenda	✓
Committee	



Town of Shelburne
May 2024
Volunteer of the Month
Angie Shand
Community Participation & Volunteerism
Committee Volunteers of the Month



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

Angie has been an integral part of Pet Projects in Shelburne County, extending assistance to pet owners in need and supporting private rescuers.

Her role as the Chair of the Shelburne County Events Committee has been instrumental in orchestrating memorable and successful events. Angie's innovative ideas, meticulous organization, and boundless enthusiasm have consistently elevated these gatherings to new heights, ensuring their resounding success.

Beyond her impactful work with Pet Projects and the Shelburne Events Committee, you can also find Angie assisting with Bingos during the Shelburne Exhibition, as secretary for the Student Advisory Committee at Shelburne Regional High School and assisting the Special Events Committee at the Roseway Hospital.

Angie's past roles with the Shelburne County Basketball Association, 4H and Southwestern Riders Association shows her enduring commitment to our community. This proves her readiness to extend a helping hand and champion causes close to her heart.

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

Thank you, Angie!



**Application
Request for Delegation/Public Presentation to
Council/Committees**

Document # D24-336	
Rec'd by gw	
Date Apr 22/24	
COPIES TO:	
Council Chambers, 529915	✓
Committee	✓
month. Each	

Meetings of Shelburne Town Council and Town Committees regularly take place at the Town Office, Council Chambers, 168 Water Street, Shelburne, Nova Scotia. Please call the Town Office to confirm meeting date(s) at 902-875-2991 ext. 8 or check the Town of Shelburne website at www.shelburnens.ca.

No more than two (2) public presentations will be scheduled on the agenda of each Council meeting, each presentation is limited to fifteen (15) minutes. Presentations are scheduled on a first come, first serve basis.

This form must be returned properly completed and submitted no later than seven (7) calendar days prior to the meeting at which you wish to appear.

Name of Presenter: Pam Mingo

Address: 59 Lakerview RD

Phone: 512-3005 Email: pmingo40@hotmail.com

- Council/Committee you wish to appear before:
- Town Council
 - Community Participation & Volunteerism Committee
 - Port Committee
 - Asset Management Committee
 - Shelburne County East RCMP Advisory Board
 - Accessibility Committee

Reason(s) you wish to appear before Council/Committee (provide a brief summary of presentation/identify specific requests for funding, if any):

Re Name Park as it is NOT historical.
Flying Firefighter Flag Full time.

Date of Council/Committee meeting at which you wish to appear: May 6/24

- Are you representing:
- Yourself
 - An Organization/Society/Club (Name): _____
 - A Business (Name): _____
 - Other (Please Specify): _____

If applicable, please attach a paper or electronic copy of your presentation to this application or submit it no later than the 12:00 p.m., the Wednesday before the Council/Committee meeting. Your presentation will be circulated to Councillors/Committee Members prior to the meeting to provide Council/Committee Members with an opportunity to review your submission.

Note: Failure to provide a paper or electronic copy of your presentation will result in the processing of this request to be delayed or your scheduled presentation postponed until the required information is received.

Please return the completed form to:

Jill Webb, Executive Coordinator Town of Shelburne, 168 Water Street, Shelburne, NS, jill.webb@shelburnens.ca (902) 875-2991 ext. 8, Fax: 902-875-3932.

Once you have read the document attached to this form, please confirm you have read and understand the conditions contained therein by signing this form in the space provided below.

I have read the attached document on making public presentations to Shelburne Town Council/Town Committee and understand the conditions under which an opportunity to make a presentation to Council or a Town of Shelburne Committee will be provided.

Signature Pam Mayo

For Office Use Only:

Date Request Received: Apr. 22/24

Approved

Refused

Reason for Refusal: Pam

Applicant Notified

If Approved, Date of Presentation: May 6, 24

Signature of Executive Coordinator/Committee Secretary J Webb

Document #	
D24-337	
Rec'd by	
[Signature]	
Date	
Apr. 23 12	
COPIES TO:	
Council	✓
Agenda	✓
Committee	

Dear Shelburne Town Council:

I'm writing to you as a Shelburne Municipality Resident, as well as a teacher at the elementary school in Shelburne, Hillcrest Academy.

I would like the council to please discuss a flashing light to be installed at the crosswalk on King Street, that is close to the ambulance bay and Moes shake shack.

I have witnessed first hand several pedestrians standing at that crosswalk ready to cross and motorists not adhering to the crosswalk signs, and driving through the cross walk without evening attempting to apply the brake on their vehicle. I understand that it is not the responsibility of the council to make sure motorists are adhering to the rules of the road, however I would urge council to please consider taking the steps to see what is entailed to install lights at this cross walk to at least make it safer for pedestrians to cross.

This crosswalk is in between two schools and an ambulance bay, which are areas in our community where I think we can all agree that driving with caution should be necessary. I feel as though the installation of lights would at least help prevent a serious situation from happening in this area.

I know for a fact that Garfield Nash was struck by a motorist at this very cross walk in two different instances. I was granted permission from the family of Garfield Nash to use his name.

I'm more than willing to expand on my explanation of my concern if the council would like me to do so. My email is meaganesmith@hotmail.com and my phone number is 902-637-8762.

Thank you for taking the time to consider my recommendation,

Meagan Smith

RECEIVED
APR 30 2024

Document #	D24-338
Rec'd by	JW
Date	April 29/24
COPIES TO:	
Council	SR ✓
Agenda	25/24 ✓
Committee	

Dear Folks and people in charge of our town.

My question is my road 150 L going to be taken care of this year. It is a public road and the entrance to the park also my drive way.

It is a mess. (for 3 yrs)

I've lost a mud flap off my car because of the huge dip going to my drive way.

It is also a eye sore and a mess.

I appreciate and respect the guys that work on our streets.

I pay my taxes and keep my place neat and respectful looking.

It's been 3 years like this please put it to a respectable looking place, also the leaves and dead trees across the street is a fire trap it only take one match to set it a fire. I've also spoken to the fire department they said to talk with you.

Yours truly
Gail Atkinson Jordan

RECEIVED
APR 30 2024

Document #	D24-338
Rec'd by	[Signature]
Date	3/27/24
COPIES TO:	
General	[Signature]
Agents	[Signature]
Committee	[Signature]

Dear [Name],

I appreciate and respect the way that you have handled this matter. It is a relief to see a quick flap off my case be coming of the huge city coming to my attention. It is also a big time and a mess. I appreciate and respect the way that you have handled this matter. It is a relief to see a quick flap off my case be coming of the huge city coming to my attention. It is also a big time and a mess. I appreciate and respect the way that you have handled this matter. It is a relief to see a quick flap off my case be coming of the huge city coming to my attention. It is also a big time and a mess.

Yours truly,
[Signature]

Jill Webb

From: Rick Davis
Sent: May 1, 2024 10:55 AM
To: Sarah Mattatall; Harold Locke; Elizabeth Acker; Jill Webb; Sheldon Ringer; Ben Nickerson; Ken Smith
Subject: Fw: Proposed art project

Follow Up Flag: Follow up
Flag Status: Flagged

Document #	D24-339
Rec'd by	JW
Date	May 1, 2024
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

From: Ed Benham <e_benham@hotmail.com>
Sent: Tuesday, April 30, 2024 11:49 AM
To: Rick Davis <Rick.Davis@shelburnens.ca>
Subject: Proposed art project

CAUTION: This email originated from an external sender.

Good Morning, Rick

Could you please see that a copy of this email gets to the Town Council or whoever would be involved in this decision?

I was approached by a resident of Shelburne recently about an art project. The project would involve creating a space for a WIND-PHONE. The concept is to create a space where a telephone would be installed but not connected. These are popping up everywhere and are more a symbolic gesture in memory of lost loved-ones, to rekindle and keep their memories alive with the concept of the phone being to communicate the things left unsaid before their passing.

That said we have met to discuss possible locations for two wind-phones in public spaces in Shelburne, one on the old rail-line walking trail and the other possibly at Secret Park. The Wasoqopa'q Chief and Council, along with the Town of Shelburne, sponsored the creation of an art installation (carved and painted panel) for the Secret Park in Shelburne. Installation and unveiling was in 2018.

I am seeking approval from Council to change the paint on the back of the panel if the proposed project moves forward.

Since our meeting about the proposed project I suggested to him that the back-side of the (carved and painted panel) would be ideal for the wind-phone at the Secret Park. The back of the panel, which has a built in bench facing the water, is pretty much a blank canvas right now. The back of the panel is all white with only a thin outline around the cut-outs. The painting would reflect the sentiment behind the wind-phone concept in a first nation style, and a phone installed.

Also, my apologies for not getting to the repaint of the carved side of the Secret Pk. panel last summer. It was a busy time for me and I was unable to get to it while the weather was suitable. I plan to get it done this summer for sure.

I can be reached at 902 874 0894 cel, or home phone 902 875 3128 if you would rather discuss by phone.

Thanks,
Ed

Jill Weith

From: Rick Davis
Sent: May 1, 2024 10:55 AM
To: Sarah Marshall; Harold Lockett; Deborah Rink; Benjamin
Subject: FW: Proposed art project

Follow Up Flag:
Flagged

From: Ed Benjamin <ed_benham@hotmail.com>
Sent: Tuesday, April 30, 2024 11:49 AM
To: Rick Davis <Rick.Davis@shelburne.com>
Subject: Proposed art project

Proposed	✓
Rec	✓
MD	✓
COPIES TO	
Council	✓
Agents	✓
Committee	

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I can be reached at 902 874 0894 cell or home phone 902 875 8128 if you would rather discuss by phone.

Following firefighters, volunteers from 2023 wildfire

Students part of art installation that will happen in Shelburne

KATHY JOHNSON
TRI-COUNTY VANGUARD
✉ kathy.johnson
@saltwire.com

Production has begun at the Shelburne Regional High School (SRHS) on an art installation that will pay tribute to all of the volunteer fire-fighting teams, as well as the many volunteers, who helped battle the wildfires in Shelburne County last year, and who helped those impacted by the fires.

The art installation will include 64 hearts with the names of the 64 volunteer fire departments who responded to the Barrington Lake wildfire, along with one big heart to honour all the volunteers who helped behind the front line.

The hearts will be placed on the fence in Atlantic Park on Water Street in Shelburne.

The project is the brainchild of Shelburne County resident Pam Mingo.

"I just thought it would be a lovely tribute of our respect and thankfulness for them," Mingo says.

Mingo first took her idea to the Town and the Municipality of Shelburne.

"I approached the town first and spoke to them about using the park," she says.

"Everybody was excited and thought it was a great idea and a wonderful way to say thank you and a tribute to the firefighters."

It just so happened the proposed art installation project fit the bill for a new program starting up at SRHS.

"We started a program here called Tec Connect that brings the student body into the production lab or workshop," says SRHS teacher Les Goulden. "We have some senior high students who act as mentors and the junior high students work with them on projects for the community. This one just happened to come along at the right time and fits in very well with what we're doing."

After bringing in the raw material from a local supplier, the students will do everything from cutting out the sheet goods, cutting out the heart shapes, and sanding everything to a finished product.

The only step the students won't be involved in is painting. Goulden will do that himself off-site. After that, the hearts will be back in the students' hands for completion and installation.

Through the program and the project, the students will learn how to safely use vari-



SRHS Grade 8 student Kya Thompson uses a track saw for the first time under the watchful eye of instructor Les Goulden. It was day one of a community art installation project being undertaken at SRHS through the Tec Connect program. The entire class was dedicated to training for using a track saw. **KATHY JOHNSON PHOTOS**

"I just thought it would be a lovely tribute of our respect and thankfulness for them."

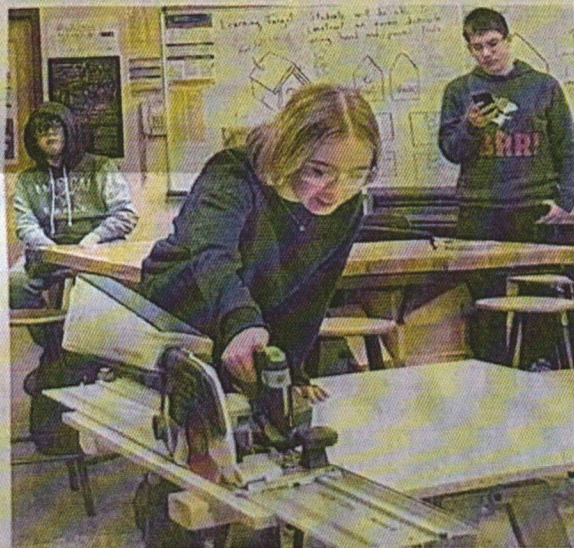
Pam Mingo

same material that highway signs are made from, will be used in the project.

The first step was to cut up the actual sheet good into 15-inch squares to make it more manageable prior to the students start cutting out the heart shapes, explains Goulden. The medium for the names was still being worked on but will either be vinyl lettering or stenciled on.

"We're still looking at that to see which will be the most effective," says Goulden. "It will likely will be vinyl. We have the means to produce that here. The kids can apply all that as well."

The project also involves students in the SRHS art program.



SRHS Grade 10 student Casey Chetwynd tries her hand at using a track saw. It was day one of a community art installation project being undertaken at SRHS through the Tec Connect program. In the background are Grade 8 student Brogen Nickerson, left, and Grade 11 student Jeremy Quinlan.

and what we have to train our new workforce to work with, this is a great introduction for them."

Goulden says when he first heard about the art installa-

these wildfires. To honour the people who helped save our community, I think it's a wonderful idea. I think it will be very nice to let people know how grateful we are for what

evacuate my house in Gunning Cove and made me feel scared during that time," says Grade 10 student Kenneth Ossinger. "I appreciate what the firefighters did. We wouldn't have our house without them so I feel very supportive about this."

Grade 11 student Jeremy Quinlan said although his family didn't have to evacuate their home, they knew people who did, as well as people who volunteered to fight the wildfire.

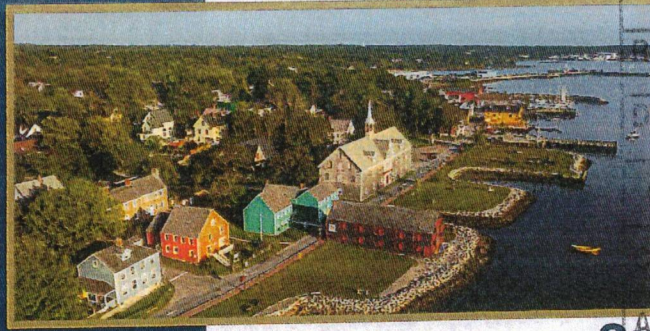
"I was pretty panicked. The fire kept getting closer every day but I didn't have to evacuate," Quinlan says. "I think the project is good, nice."

As part of the project, Mingo says they are looking at the possibility of bringing in a few volunteers from the community, perhaps firefighters, who will talk to the students about training and volunteering.

Mingo is hoping to have the art installation installed by June 1, which would coincide with the Sound the Alarm Appreciation Dinner that is being hosted by the Shelburne County Strong Fire Relief Benefit at the Sandy Wickens

TOWN OF SHELBURNE, NS

WWW.SHELBURNENS.CA



Document # D24
Council ✓
Agenda
Spring, 2024
Committee

Message from the Mayor

Dear Residents of Shelburne,

As I sit down to reflect on the past year, I'm filled with a deep sense of gratitude, resilience, and determination. The challenges we've navigated together have been numerous, but through our collective efforts, we've emerged stronger and more united than ever before.

Last Spring's wildfires tested our community in ways we never could have anticipated. The bravery and selflessness of our firefighters, emergency responders, and volunteers who worked tirelessly to protect our homes and families will forever be etched in our memories.

Amidst the trials, we also found moments of joy and celebration. The Shelburne Events Committee orchestrated a series of successful events, bringing us together to celebrate our shared heritage and culture. From Dock Street Days to the Giant Pumpkin Festival and Miracle on Dock Street, these gatherings reminded us of the warmth and support within our community.

Looking ahead, change is on the horizon. With the welcoming of a new 112-bed nursing home and ongoing development projects, our town is evolving. Additionally, I'm thrilled to announce the hiring of consultant Michael Khan, who will assist in aligning our community development with our vision for the future through our land use by-law.

I'm also proud to share that our town's finances are on a positive trajectory, thanks to careful planning and fiscal responsibility. We've strengthened our financial foundation, setting the stage for continued growth and prosperity.

As Mayor, I want to extend my heartfelt gratitude to each and every one of you. Your unwavering support and dedication to our community have been instrumental in our progress. Together, we've achieved remarkable things, but our journey is far from over. Let's forge ahead with determination and unity, working tirelessly to shape an even brighter future for our town. A special thank you to the Town of Shelburne staff for their tireless efforts throughout this transitioning year. Your hard work and dedication have not gone unnoticed, and we are deeply grateful for all that you do each and every day.

Warm regards,

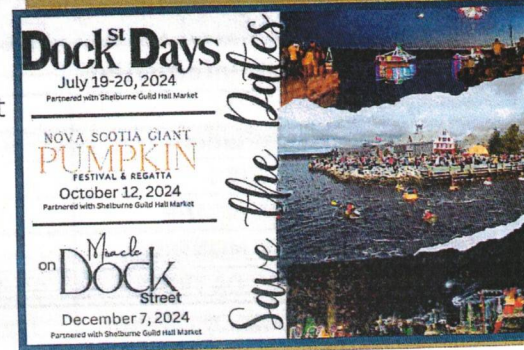
-Harold

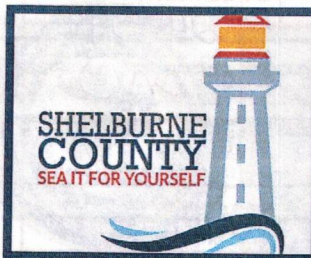


- **April 19:** Town Wide Clean Up, all over town
- **May 5:** Free Kicks-Try It Soccer Event, 12-5pm Hillcrest Academy
- **June 8:** Spring Town Wide Yard Sale, 9am-2pm, all over town
- **July 19-20:** Dock St. Days
- **August 3:** Street Dance
- **October 5:** Fall Town wide Yard Sale
- **October 12:** Giant Pumpkin Festival
- **December 7:** Miracle on Dock Street

Stay tuned!!!

Budget discussions will be happening over the next several weeks!





Visit
www.shelburnecounty.ca
 for events, festivals,
 restaurants, beaches,
 places to stay and more!

Stay Tuned for a list of upcoming artists! Shows begin the evening of June 20 and go until Sept 12.



Friendly Reminder
 Please only flush toilet paper down the toilet

Black Loyalist HERITAGE CENTRE
 PRESENTED by EMERA
 A PART OF THE NOVA SCOTIA MUSEUM

The Black Loyalist Heritage Society, a dynamic charity, is dedicated to uncovering, preserving, and sharing the history of the Black Loyalists. Originally named the Shelburne County Cultural Awareness Society, it evolved into the Black Loyalist Heritage Society in 1999. Despite adversity, including a devastating arson attack in 2006, the Society persevered and built the Black Loyalist Heritage Centre, opening in 2015. With over 40,000 visitors since its inception, the Centre stands as a testament to their commitment to honoring the Black Loyalists' legacy. We encouraged residents and beyond to get out and see what the BLHC has to offer.

**Hours of Operation: Monday –Friday,
 9:30am –4:00pm**

Market Begins June 9, 2024

SHELburne GUILD HALL MARKET
 LOCAL GROWERS, MAKERS, & MORE!

REMINDER TO NOT FEED DEER, WATERFOWL, PIGEONS AND WILD ANIMALS.

NEW: Two (2) Bags for recyclables

Residents are advised to please separate paper & boxboard products from recyclable containers.

Paper & boxboard **Recyclable containers**

Questions? (902) 875-5336
 Please visit: www.municipalityofshelburne.ca

CHECK BEFORE YOU BURN,
 For more information, visit
<https://novascotia.ca/burnsafe/>

Do you have your Civic Number on your home or business?

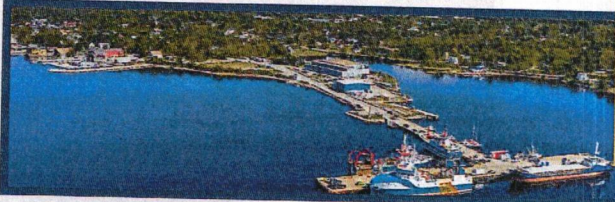
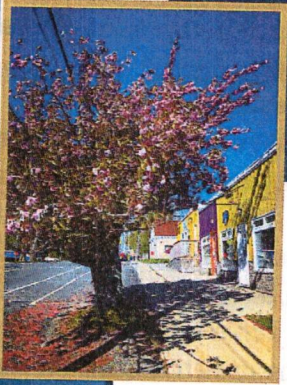
Properly displaying your civic number ensures that emergency responders for fire, ambulance, and police can easily locate your home or business.

Contact Pat Thorburne of the Lions Club at (902) 875-6051 to order.

Sign up For Safety 7446
 Post Your Civic Number



Join us in welcoming Michelle Vacon who recently took the job of Accessibility Coordinator with the Town of Shelburne, Municipality of Shelburne and Town of Lockeport. Michelle will be implementing the first year of the Eastern Shelburne County Accessibility Plan, to help remove barriers in these areas that restrict people with disabilities from accessing municipally owned and operated facilities, services and programs. Access Awareness Week NS is May 26-June 1, 2024. The theme this year is Communities for All: Taking Action on Access Awareness. Website: aawns.ca



Do you have event you would like advertised?
Would you like to advertise a special feature about your business?
 Email jill.webb@shelburnens.ca and she can share on our Facebook page.

Online Bill Payment Information

Financial Institution	Property Taxes Bill Payee Name	Water Account Bill Payee Name
CIBC	Shelburne (NS/Town of) Tax	SHELburne (NS/TOWN OF) WATER
SCOTIABANK	TOWN OF SHELburne (NS) TAX	TOWN OF SHELburne (NOVA SCOTIA) WATER
BANK OF MONTREAL	Shelburne (NS), Town-Of-Tax	SHELburne (NS), TOWN OF-WATER
TD CANADA TRUST	Shelburne Nova Scotia (Town of) Taxes	COMING SOON
ROYAL BANK OF CANADA	Town of Shelburne (Nova Scotia) - Tax	TOWN OF SHELburne (NS) - WATER



Document #	D24-342
P.O. Box 670	
168 Water Street	
Shelburne, NS	
Date	BOT 1W0
www.shelburnens.ca	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

Important Notice:
Help Prevent Sewer Blockages by Proper Disposal of Wipes, Grease and Oil

Dear Town of Shelburne Residents & Business Owners:

We hope this message finds you well. We are writing to bring to your attention a critical issue that affects all of us in our community: the improper disposal of wipes that are improperly labelled as flushable, as well as excess hot grease and oil.

Recently, our sewage system has been experiencing blockages and backups due to the accumulation of "flushable" sanitary/baby wipes, as well as hot oils and grease.

Baby/sanitary wipes, although they are labelled as flushable, the vast majority are in fact not. When they are flushed down the drain, it may seem harmless, but they do not degrade or break down and end up binding or seizing our pumping infrastructure. This leads to blockages, backed up sewers and potentially costly repairs. Not only do these blockages cause inconvenience and financial burden, but they also pose environmental hazards and health risks.

Hot oils and grease also contribute to the binding of our pipes. Hot liquids will solidify around the inside of the pipes and cause major blockages over time if they are not disposed of properly.

To ensure the smooth operation of our sewage system and to protect our environment, we kindly urge you to refrain from flushing any wipes, grease, oil or any fatty substances down the drain. Instead, please follow these simple steps for proper disposal:

1. Let grease and oil cool and solidify in a container.
2. Once solidified, scrape it into your green bin.
3. Do not send baby/sanitary wipes, paper towel, rags, or sanitary napkins in the public sewer system.

By following these guidelines, you will help prevent blockages in our sewage system, reduce maintenance costs, and contribute to the well-being of our community and environment.

We understand that changing habits may take time, but with your cooperation, we can make a significant impact. Together, we can keep our sewer system functioning efficiently and protect the beauty of our community for generations to come.

Thank you for your attention to this matter. If you have any questions, please refer to our website, policies and by-laws, Public Sewer, section 13-16. Any further questions, please do not hesitate to contact us.

Sincerely,

Daniel MacKay, Wastewater Plant Operator Town of Shelburne

Document # D24-343	
Rec'd by gw	
Date Apr 29/24	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

April 15, 2024

The Honourable John Lohr
Minister, Department of Municipal Affairs & Housing
PO Box 216
Halifax, NS B3J 2M4

Dear Minister Lohr:

Re: Service Exchange

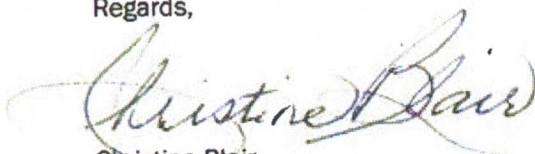
I would like to first acknowledge the extensive efforts to date to resolve longstanding issues by way of service exchange and municipal reform. I believe commendable progress has been made. However, as previously expressed, I remain concerned about how roads will be addressed moving forward.

Initial conversations concerning service exchange agreements involved J-class roads alone. For Colchester this would involve just over 111 kms. When additional classes of roads (G, H, and I) were added to the discussion, this brought our total to over 1,278 kms – quite a significant jump.

Our Council remains very concerned about the implications that proposed changes may have on our limited resources. The costs and logistics related to long-term maintenance, repair, and replacement of roads that could be transferred to our Municipality are still unknown. How will this affect our need for equipment, human resources, and supporting infrastructure required to house these additional resources? This is especially a concern as we continue to see rising costs on all products and services, labour shortages, and challenges sourcing equipment.

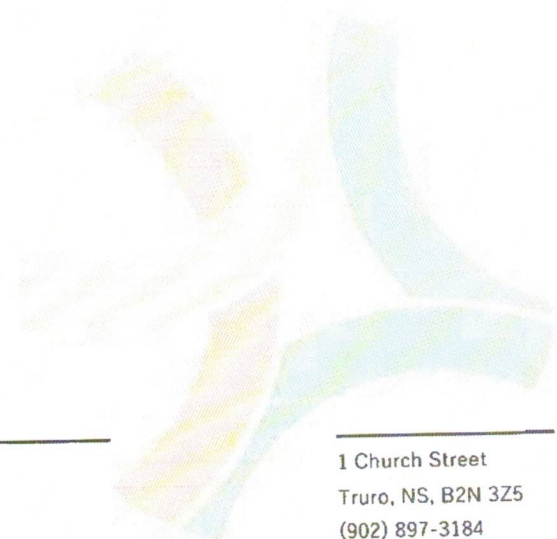
I know several other municipalities share similar concerns and feel it is important to bring this to your attention. I am hopeful and trust that future service exchange considerations concerning roads will involve extensive consultation, and ultimately have the best interest of all parties in mind.

Regards,



Christine Blair
Mayor

c. NS Mayors/Warden, CAOs
Colchester County Council



Document # D24-344	
PO Box 216 Halifax, Canada B3J 2M4 902-424-0585 F novascotia.ca	
Date Apr 19/24	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
March 31,	<input type="checkbox"/>

April 19, 2024

Chief Administrative Officers
 Town Clerks

Dear CAOs and Town Clerks:

As you are aware the 2014-2024 Canada Community-Building Fund (CCBF) agreement expired March 31, 2024. I am writing to provide you with an update on the renewal of the CCBF.

In coordination with the Nova Scotia Federation of Municipalities, the Province continues to work diligently with the Federal Government on the new 2024-2034 CCBF agreement negotiations. All provinces and territories have been presented with changes to the CCBF program that are largely a result of the Federal Government's commitment to tying new infrastructure investments to actions that will, in their view, increase the supply of housing. The Federal Government will require some municipalities to provide housing needs assessments to access federal funding opportunities.

In 2022, the Department of Municipal Affairs and Housing (DMHA) launched a province-wide housing needs assessment (HNA) process to better understand the housing demand in local communities. HNAs were completed for and shared with all municipalities in 2023 and can be leveraged to meet federal requirements. Informed by the HNAs, DMAH released the Our Homes, Action for Housing plan in 2023. This plan was created to guide the provincial commitments to support the development of more housing and to complement federal and municipal initiatives.

Both of these initiatives position the Province and municipalities well regarding the new CCBF agreement.

I would also like to take this opportunity to remind municipalities that until a renewed CCBF agreement is signed, any unspent funds and any interest earned thereon held by municipalities, that have not been expended as of March 31, 2024, will nevertheless continue to be subject to the 2014-2024 CCBF Municipal Funding Agreements (MFA). Once the new Federal/Provincial CCBF agreement is signed, we will send out new MFA's that cover the program parameters and will schedule information sessions to ensure a clear understanding of the new agreement.

We are working hard to ensure that there is no interruption in the flow of CCBF funding to municipalities, however, taking the time to ensure the agreement is in the best interest of all parties is paramount. If you have any questions, please feel free to send them to the program email at: CCBF@novascotia.ca.

Regards,



Byron Rafuse, FCPA
 Deputy Minister

From: Li Yun Zhang <lzhang@amans.ca>
 Sent: Thursday, April 4, 2024 8:19 AM
 To: AMA Maritime List Serve <amans@lists.gov.ns.ca>
 Subject: Library Funding Review Committee update

Document #	D24-345
Rec'd by	[Signature]
Date	Apr 4/24
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>

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**** EXTERNAL EMAIL / COURRIEL EXTERNE ****
 Exercise caution when opening attachments or clicking on links / Faites preuve de prudence si vous ouvrez une pièce jointe ou cliquez sur un lien

Good morning, all,
 We are all aware that Nova Scotia's public libraries provide access to knowledge and resources and serve as gathering spaces in our communities. They provide important services and help build stronger, more vibrant communities that support Nova Scotians and attract newcomers.

Libraries are facing escalating costs due to inflation and the need to expand existing and deliver new services. We're working with partners to review their funding model for 2025/26. While this work is underway, we have provided bridge funding – \$500,000 for 2022/23 and \$800,000 for 2024/25 – to help them address operational pressures.

The Department of Communities, Culture, Tourism and Heritage (CCTH) and our province's public libraries will partner to develop recommendations to government to inform funding for the next five years. These recommendations will be aimed at ensuring the sustainability and continued relevance of our public libraries.

Per the Libraries Act Funding Regulations, funding for Nova Scotia's public libraries is cost-shared by the Province, municipalities and regional library boards. To ensure that the process is inclusive and representative, CCTH has established a Library Funding Review Committee which includes Library CEOs, Board members and staff from municipalities. We are planning to hold our first meeting in April 2024.

As the work begins, we will develop a communications plan to ensure that library and municipal partners are kept informed on the work of the committee and the recommendations that will be put forward to the Province.

I am confident that the Committee will develop excellent recommendations that will support sustainable and affordable core library services for Nova Scotia's public libraries.

Please share this information with your municipalities as appropriate. Thank you for your ongoing support of public library service in Nova Scotia.

Sincerely,

Lynn Somers, on behalf of
Stephanie Smith
Executive Director
Communities, Culture, Tourism and Heritage

Lynn Somers
Director, Nova Scotia Provincial Library
Dept of Communities, Culture, Tourism and Heritage
6016 University Avenue, 5th Floor
Halifax NS B3H 1W4
Phone: (902) 223-5260
<https://library.novascotia.ca/>

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To unsubscribe send a blank email to leave-752735-4953822.3f22c52f929cfa0023c7c3f05fb50cec@lists.gov.ns.ca

Public Participation Program Policy Amendments

Document # D24-347	
Rec'd by GJW	
Date Apr 30/24	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

General Overview

The Province recently amended the *Municipal Government Act (MGA)* to allow municipalities to place certain notices on the municipal website, instead of local newspapers, also staff noted some updates that may be timely for the Town's Public Participation Program Policy.

Background

The recent *MGA* amendments allow the Town to place many of these planning advertisements on the Town's website, such as advertisement of a public hearing or notice of a planning bylaw approval. The remaining requirement for advertisement in a local newspaper stems from Council's Policy on Public Participation. A Public Participation Program policy is a requirement of the *MGA* section 204. A copy of the Town's current Public Participation Program Policy is attached.

Costs for a Municipal Planning Strategy and Land Use Bylaw amendment could exceed \$1000 (4 ads, 2 run consecutively), in addition to the Town's fee of \$300.

Currently the Town's policy does not require public engagement for Land Use Bylaw (LUB) amendments other than a public hearing, which is required under the *MGA*. Other municipalities, Towns of Yarmouth, Bridgewater, Lunenburg and RM of Queens, all required public meetings for land use bylaw amendments, similar to their respective Municipal Planning Strategy (MPS) amendment processes.

Analysis

The proposed changes to the Public Participation Policy would enable the Town to place advertisements for public meetings on the Town's website instead of the local newspaper. The proposed changes would also clarify that other advertisements required in the *MGA*, previously place in the newspaper, will now be on the Town's website.

There may be time savings, as notices can be placed on the Town's website more readily than the newspaper. For example, currently ads come out on Wednesday, if the Town was looking to hold a public meeting or hearing, I would need to occur after the following Thursday (assuming 1 weeks notice), which could miss a Council meeting date or otherwise slow the process. Additionally, by placing all planning notices and documents online, it should be easier for members of the public to see what planning notices are posted and access related documents. This is in keeping with the practices of other nearby municipalities.

LUB amendments are generally less impactful than amendments to the MPS as the LUB can only be amended in keeping with the MPS. For example, the MPS does not differentiate between Residential General and Residential Mobile Home in the Future Land Use Map, meaning a property can rezoned from one to the other without and MPS amendment. Business parking in another example where the MPS states businesses will be required to provide parking, but the number of parking stalls is a matter

for the LUB. The Historic Waterfront regulations, that protect the character of the waterfront, are in the MPS, as such the proposed changes to the LUB amendment process should not impact those regulations.

Staff propose increasing the public participation by soliciting written input for LUB amendments, where currently there is no public participation beyond the public hearing as required by the MGA.

Written input will be more efficient for staff compared to the time consuming and resource intensive public meetings. Written input would be summarized and provided to Council as part of the Council report. Input received would be made public, as would a person's views at a public meeting, with person information (ex. Address, phone number) redacted.

Proposed Amendments

2) For the amendment of planning documents consistent with the Town's Municipal Planning Strategy, **staff will solicit written input from the public on the proposed amendments for a period of one week, to be advertised on the Town's website, which shall be prior to Council giving notice of the required public hearing.**

3) Notice will be provided for public meetings/information sessions by publishing an advertisement **in a newspaper circulating in the Town of Shelburne and** on the Town's website. The notice shall state the time, date, and place of the meeting as well as the hours during which the relevant planning documents are available for review by the public and their link on the Town's website.

6) All required advertisements required under the Municipal Government Act related to Planning Documents will be placed on the Town's website.

Options

	Pros	Cons
Give Notice to Amend Policy with written input for LUB amendments	<ul style="list-style-type: none"> • Quick, efficient process • Allows for more public input 	<ul style="list-style-type: none"> • Public may want greater engagement
Give Notice to Amend Policy with input for LUB amendments align with MPS (public meeting)	<ul style="list-style-type: none"> • Aligns with nearby municipalities • Mirrors process (MPS and LUB are more similar) • Allows for in person public input 	<ul style="list-style-type: none"> • Longer, more resource intensive process
Do no give Notice to Amend Policy		<ul style="list-style-type: none"> • Continues town required newspaper ads • Public hearing is only opportunity for public input on LUB amendments

Recommendation

That Council give notice of its intent to amend the Public Participation Program Policy with respect to placing advertisements on the Town's website and changing how the public is engaged on Land Use Bylaw amendments.



TOWN OF SHELBURNE
PUBLIC PARTICIPATION PROGRAM POLICY
with respect to PLANNING DOCUMENTS

Doc #	D24-347
POLICY	
Rec'd by	
Date	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	

1. Title and Purpose

This Policy shall be referred to as the "Public Participation Program Policy with respect to Planning Documents."

2. Intent

This policy applies to any and all preparations made to planning documents, including amendments to existing documents. The Public Participation Program Policy with respect to Planning Documents shall repeal and supersede any and all previous policies held by the Town of Shelburne regarding and/or governing the preparation of planning documents.

The intent of this policy is to meet the requirements for a Public Participation Program, pursuant to the *Municipal Government Act, Part 8, Section 204*, regarding the preparation of planning documents.

3. Scope

All revisions of planning documents by Council must be made in accordance with the *Municipal Government Act*. Planning documents include the Town's Municipal Planning Strategy, Land-Use By-Law and Subdivision By-Law.

Amendment of the Town's Land-Use and Subdivision By-Laws in accordance with the intent of the Town's Municipal Planning Strategy will require a public hearing only. Whereas a Municipal Planning Strategy amendment, including all amendments of Land-Use and/or Subdivision By-Laws where Municipal Planning Strategy amendment is also required, requires both a public meeting/information session and a public hearing.

4. Terms and Procedures

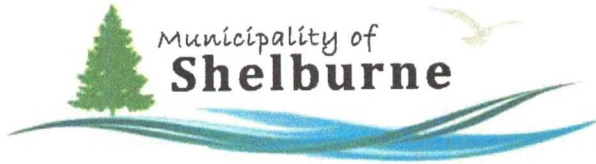
- 1) In preparation of planning documents, including amendments to the Town's Municipal Planning Strategy, Council shall provide for public input into their review by holding one or more public meetings/information sessions, which shall be held prior to Council giving notice of its intention to adopt a planning document and the scheduling of the required public hearing.
- 2) For the amendment of planning documents consistent with the Town's Municipal Planning Strategy, Council may proceed to give notice of its intention without subsequent meetings/information sessions; a public hearing will still be required prior to second hearing.

- 3) Notice will be provided for public meetings/information sessions by publishing an advertisement in a newspaper circulating in the Town of Shelburne and on the Town's website. The notice shall state the time, date, and place of the meeting as well as the hours during which the relevant planning documents are available for review by the public and their link on the Town's website.
- 4) The purpose of the public meetings/information sessions is to provide an opportunity for the public to comment, make suggestions, discuss, and receive information with respect to the preparation of planning documents or amendments thereof.
- 5) Public meetings/information sessions will be conducted by Town staff, and staff responsible for the preparation of planning documents will attend the public meeting and include in a written staff report to Council at First Reading a section outlining the views expressed at the public meeting with recommendations speaking directly to the views so expressed. Following this, Council may at their discretion initiate the by-law approval/amendment process including the scheduling of the required Public Hearing preceding Second Reading.

5. Application

This policy applies to the Municipal Strategy Plan, Land-Use By-Law and Subdivision By-Law.

Passed by Town Council: July 6, 2016



Municipality of
Shelburne

Naturally Yours

Document #	D24-348
Rec'd by	gw
Date	May 1 24
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>

Inspection Department

414 Woodlawn Drive, PO Box 280 Shelburne, NS BOT 1W0, Phone: (902) 875-3494 - Fax: (902) 875-1278

May 1, 2024

Town of Shelburne
ATTN: Sarah Whiteway Mattatall
PO Box 670
Shelburne, NS
BOT 1W0

Dear Ms., Mattatall:

Re: Monthly Building Report

The following is the Building Inspection Report for the month of April, 2024.

Fiscal Year	2024/2025	2023/2024
Number of Permits Issued this Month	2	1
Number of Permits Issued to Date	2	1
Construction Value	\$ 203,000.00	\$ 6,000.00
Total Construction to Date	\$ 203,000.00	\$ 6,000.00

Yours very truly,

Andrew Goreham, CRBO, CFI
Director of Inspection Services

/aad

Andrew Goreham, Manager of Inspection Services

andrew.goreham@municipalityofshelburne.ca



STAFF REPORT

To: Council
From: Michelle Vacon, Accessibility Coordinator
Approved by: Sarah Mattatall, Chief Administrative Officer
Date: April 24, 2024
Subject: **Appointment of Community Member – Eastern Shelburne County
Accessibility Advisory Committee**

Document #	D24-349
Rec'd by	gsw
Date	Apr 24/24
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

Origin

The Eastern Shelburne County Accessibility Advisory Committee (AAC) has vacant community member positions. The ACC is a joint committee between The Town of Shelburne, the Municipality of Shelburne and The Town of Lockport.

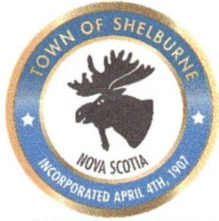
The Accessibility Coordinator for the three municipal units recently put out a public call for new community members to serve on the committee, and Alyssa Adams applied as a community member from the Town of Shelburne.

The Accessibility Lead for the Town of Shelburne, Jessie Dyer, as well as The Accessibility Coordinator, Michelle Vacon, think Alyssa would be a good fit for the committee.

The Town of Shelburne can appoint committee members from their area to the AAC.

Recommendation

THAT Council of the Town of Shelburne approve Alyssa Adams to be appointed a member of the Eastern Shelburne County Accessibility Advisory Committee.



Town of Shelburne
Staff Report to Town Council
Permitting OHV on Town Roadways
May 6th, 2024

Document #	D24-350
Rec'd by	[Signature]
Date	May 1/24
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>

Date: May 1, 2024

Subject: Town of Shelburne OHV on Public Roadway

BACKGROUND

In October of 2018, the Province of Nova Scotia initiated a pilot project in seven communities, including the Town of Shelburne. While the Town initially expressed interest in participating, complications arose in phase one due to the province's requirement of road ownership for the pilot. Despite this, the Council recognized the benefits observed in other participating communities and expressed interest in being considered for subsequent phases. A formal communication was sent to the Honorable Kim Masland, advocating for the Town's inclusion based on recommendations outlined in the Group ATN Consulting Inc's report (Nova Scotia Off-Highway Vehicle Pilot Project Evaluation Executive Summary) [M23-58].

On April 12th, 2023, the 'Road Trails Act' received Royal Assent, empowering municipalities to permit off-highway vehicle (OHV) use in designated areas, provided they adhere to safety criteria established by the province. This legislation, applicable to all-terrain vehicles (ATVs), multipurpose off-highway utility vehicles, and recreational off-highway vehicles, aims to regulate OHV operations and enhance trail connectivity.

OPTIONS

The Council is presented with two options:

1. **Drafting a Road Trails By-law:** This option involves instructing staff to develop a by-law under Bill 273, the Road Trails Act, to designate ATV routes along public roads within town limits. The by-law would include regulations such as reduced speed limits, driving on the extreme right of the roadway, possession of a trail pass, etc.
2. **Maintaining Current Access:** Alternatively, the Council may choose to retain the existing trail/road access arrangement and prohibit OHV usage on public roadways.

UPDATE

Following the first reading of the proposed By-law, a route change has been made, constituting a material alteration. Please refer to the attached documents:

- **Appendix A:** Original By-law presented at first reading on June 6, 2023 (M23-081).

Appendix A
Proposed Town of Shelburne Road Trails Designation By-Law

WHEREAS the *Road Trails Act, SNS 2023, c.4* permits the Town of Shelburne by By-Law to designate a highway or part of a highway as a road trail.

Short Title

1. This By-Law shall be cited as the "*Road Trails Designation By-Law*".

Definition

2. In this By-Law:
 - (a) "**Highway**" means a public highway, street, lane, road, alley, park, beach, or place, including the bridges thereon and private property that is designated to be and is accessible to the general public for the operation of a motor vehicle; and
 - (b) "**Road Trail**" means the shoulder and travelled portion of a highway designated under this By-Law, but does not include a ditch.

Designation

3. The Town hereby designates all of Ohio Road, Falls Lane, Water Street (south from Falls Lane to King Street), Hammond Street (from King Street south), and all of King Street, as a Road Trail within the meaning of Section 5 of the *Road Trails Act*.

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Designation

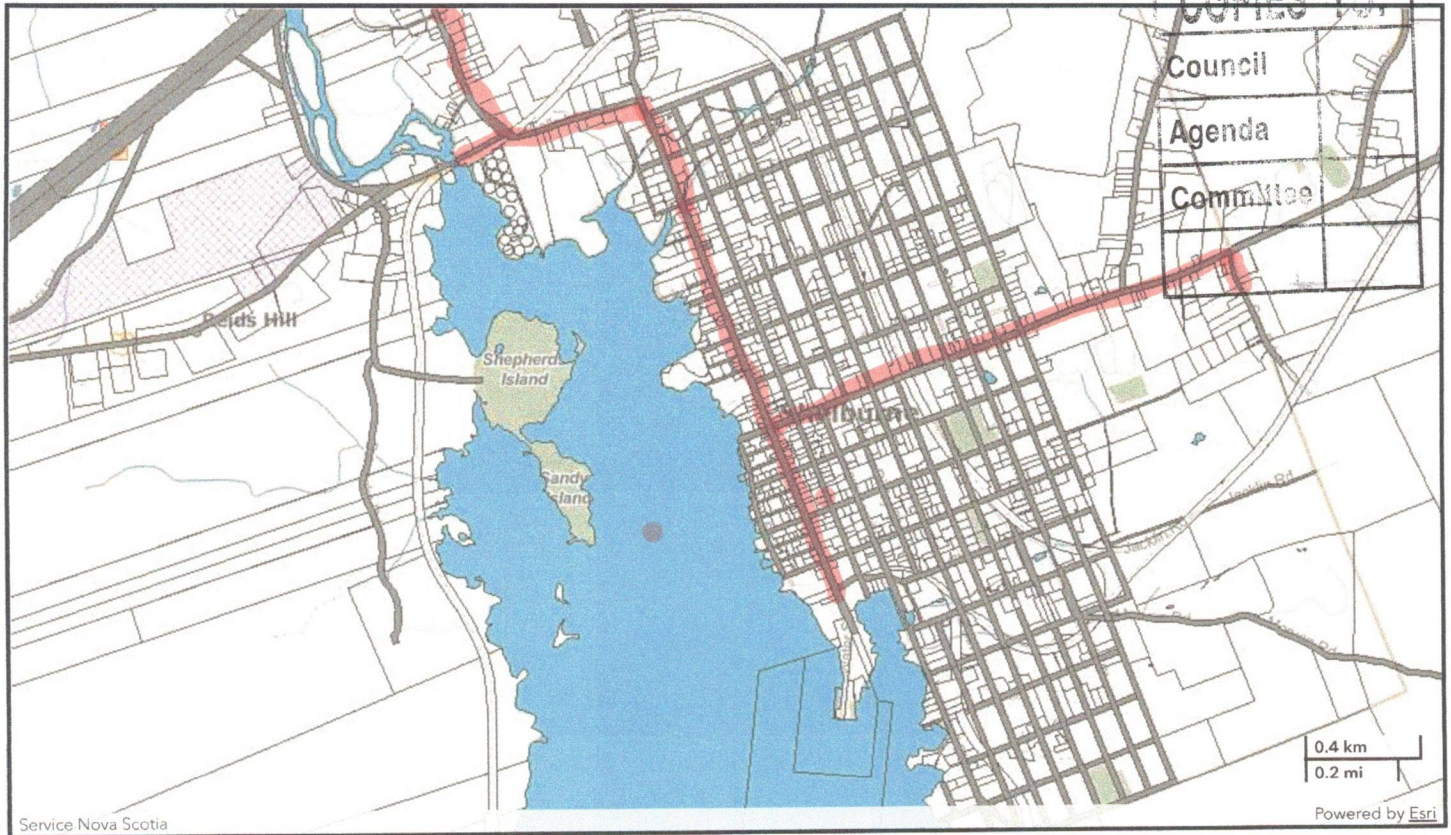
3. The Town hereby designates all of King Street, all of Water street, all of Falls Lane and Ohio road not beyond the highway 103 intersection as a Road Trail within the meaning of Section 5 of the *Road Trails Act*.

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Property Online Map



No selection has been made.

The Provincial mapping is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Care has been taken to ensure the best possible quality, however, this map is not a land survey and is not intended to be used for legal descriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as to the location, boundaries or extent of a parcel [Land Registration Act subsection 21(2)]. THIS IS NOT AN OFFICIAL RECORD.

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