



AGENDA
Town Council Meeting – Town Council Chambers
March 3rd, 2025
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 February 18th, 2025.
 - 4) Proclamations and Announcements:
 - a) International Women’s Day, March 8th
 - 5) Delegations/Presentation:
 - a) Allan Mountford, Shelburne Curling Centre D25-055
 - 6) Correspondence:

Action:

 - a) Letter, Honourable John A. Lohr, Minister of Municipal Affairs D25-056
 - b) Response Letter, Pam Mood, President, Nova Scotia Federation of Municipalities D25-056A
 - c) Response Letter to Honourable Lohr, Barbara Harris D25-056B

Information:

 - a) Letter to Honourable John A. Lohr, Minister of Municipal Affairs re: Education Session on Municipal Restructuring and response letter from Minister Lohr D25-057
 - 7) Council Items:
 - a) Notice of Amendment to Council Disposal of Surplus Property Policy D25-058
 - b) Noise Control By-law, second reading D25-036
 - c) Region 6 Budget Approval 2024-25 D25-059
 - 8) Committee Reports:
 - 9) Staff Reports:
 - a) SVFD Report – January D25-060
 - b) Waste Diversion Officer Report D25-061
 - c) By-law Officer Report – January D25-062
 - d) Water Utility Report D25-063
 - 10) New Business:
 - 11) Upcoming Meetings/Events:
 - a) Next Council Meeting, Monday, March 17th, 2025, 6:00pm, Council Chambers, 63 King Street.
 - 12) Adjournment



Town of Shelburne
Minutes of the Regular Council Meeting
February 18th, 2025

Council Members Present

Mayor Stanley Jacklin
Deputy Mayor Donnie Acker
Councillor Elizabeth Acker
Councillor Sheldon Ringer
Councillor Therese Cruz

Staff Present

Chief Administrator Officer, Sarah Mattatall
Executive Coordinator, Jill Webb

Call to Order

Mayor Jacklin called the Council meeting to order at 6:00pm and welcomed everyone.

Approval of the Agenda

THAT Council approves the agenda for February 18th, 2025.

E. Acker - Cruz

MOTION CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on February 3rd, 2025, and the minutes from the Special Town Council Meeting held on February 5th, 2025.

D. Acker - Ringer

MOTION CARRIED

Proclamations and Announcements: NONE

Delegations/Presentations:

a) Mike Hartigan, George Street Mill Society

Mayor Jacklin invited Mr. Mike Hartigan to the table to begin his presentation where he updated the Council on George Street Mill Society and what they do. There was a short question and answer period, and Mayor Jacklin thanked Mr. Hartigan for coming.

b) Andrea Davis, No. 2 Construction Battalion

Mayor Jacklin invited Ms. Andrea Davis to the table to begin her presentation. Ms. Davis spoke about the No. 2 Construction Battalion and the grant that they have applied for to erect a memorial at the cenotaph to honour and recognize those who fought and served with the No. 2 Construction Battalion. After her presentation, Mayor Jacklin and Council thanked her for coming.

Correspondence

Action:

a) Corah, Seniors and Students Housing Project

Councillor Elizabeth Acker explained the background of this project to Council. Noting it will be a pilot project for the area.

THAT Council direct staff to write a letter of support to Lisa Mader for Corah's grant application.

E. Acker - Cruz

MOTION CARRIED

M25-027

Information: NONE

Council Items:

a) Shelburne Volunteer Fire Department By-law

CAO Mattatall explained that she had taken Council's recommendation back to the SVFD and they have made the changes found in the package.

THAT Council approve the Shelburne Volunteer Fire Department By-law as presented.

Cruz- D. Acker

M25-028

MOTION CARRIED

b) Shelburne Events Committee

Sarah provided Council with some background letting them know that staff are looking into street closures and ways we can cut the costs with that.

c) Consideration of Letter from Canadian Industrial Commission on CUPW & Canada Post

Councillor Acker explained background and her concerns regarding Canada Post.

THAT Council direct staff to send a letter to the Commission to state that we as the Town of Shelburne do not support service cuts and we recognize the importance of maintaining good jobs in our community and THAT we ask services to be expanded within Canada Post to keep it self-sustaining and for Canada Post to continue to be the universal postal system as we move forward.

E. Acker - Ringer

M25-029

MOTION CARRIED

Committee Reports:

a) Heritage Advisory Committee Meeting Minutes

Councillor Cruz spoke to the minutes found in the package.

THAT Council reappoint Janet Stritychuk (community member) and Chris Sharpe (Shelburne Historical Society member) as members of the Heritage Advisory Committee again this year.

Cruz – E. Acker

M25-030

MOTION CARRIED

Staff Reports

a) Crosswalk Request at Water & King Street Intersection

Mayor Jacklin read the report found in the package, there was some discussion around the table from Councillors about safety, etc.

THAT Council direct staff to investigate the crosswalk at the corner of King and Water and the possibility of removing a parking space to accommodate the crosswalk safely.

E. Acker – D. Acker

M25-031

MOTION CARRIED

b) Building Inspector Report – January

New Business:

Deputy Mayor D. Acker told Council that he attended his first Shelburne and Area Chamber of Commerce meeting, they discussed forming one large Chamber with Barrington.

Councillor Cruz told Council that she attended her first REMO meeting with the 5 Municipal Units, and they are working on developing a new Regional Development Plan. She also told Council she was nominated as the Vice Chair of the committee.

Councillor E. Acker told Council she attended a Shelburne Community Development Corporation meeting via zoom, and they have another one next week. They are working on becoming incorporated.

Mayor Jacklin told Council and the public that the next meeting will be chaired by Deputy Mayor D. Acker as Mayor Jacklin will not be in attendance.

Upcoming Meetings/Events

- a) Lobster Chowder Chowdown Showdown, Black Loyalist Heritage Centre, February 23rd, 2025, 1:00pm
- b) Next Council Meeting, Monday, March 3rd, 2025, 6:00pm, Council Chambers, 63 King Street

Adjournment

THAT the Regular Town Council Meeting of February 18th, 2025, be adjourned at 7:14pm.

E. Acker

Jill Webb
Recording Secretary

Stanley Jacklin, Mayor

Sarah Mattatall, CAO

RECEIVED
FEB 03 2025



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

| | |
|------------|-------------|
| Document # | D25-055 |
| Rec'd by | [Signature] |
| Date | FEB 3/25 |
| COPIES TO: | |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
| | |

Meetings of Shelburne Town Council and Town Committees regularly take place at the Town Office, Council Chambers, 63 King 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 month. 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: ALLAN MOUNTFORD

Address: 1169 LITTLE HARBOUR ROAD, SABLE RIVER, N.S. B0T 1N0

Phone: 905-259-9400 Email: allan.mountford2@gmail.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):

TO DISCUSS POTENTIAL FUNDING PARTNERSHIP WITH
SHELburne CURLING CENTRE

Date of Council/Committee meeting at which you wish to appear: FEB 18, 2025

- Are you representing:
- Yourself
 - An Organization/Society/Club (Name): SHELburne CURLING CENTRE
 - 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, 162 Mowatt 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



For Office Use Only:

Date Request Received: Feb. 3 / 2025

Approved Refused

Reason for Refusal: _____

Applicant Notified

If Approved, Date of Presentation: March. 3 / 2025

Signature of Executive Coordinator/Committee Secretary J Webb

Request for Feb. 18, however, we already had 2 presentations scheduled for that evening.



| | |
|------------|---|
| Document # | |
| D25-055 | |
| Rec'd by | |
| Date | |
| COPIES TO: | |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
| | |

March 3, 2025

Stanley Jacklin, Mayor,
Town of Shelburne,
162 Mowatt Street,
Shelburne, N.S.
B0T 1W0

Dear Mayor Jacklin,

Please find attached, the information to accompany our presentation to council.

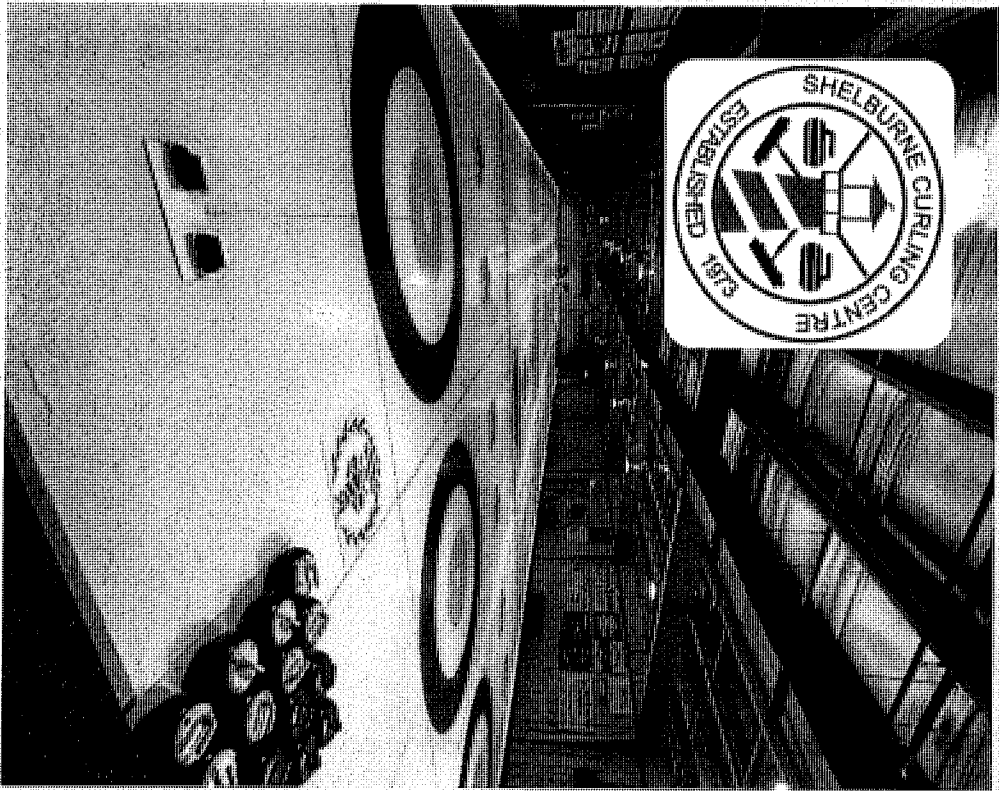
Historically there has been an excellent relationship between the Shelburne Curling Centre and the Town of Shelburne in terms of grant funding for programs and capital projects. For that we are deeply grateful.

After reviewing our operating structure, we are inviting the Town to partner with us to ensure our viability as a valued entity in the Shelburne area. This is a separate request from the Grants to Organizations Application we recently submitted.

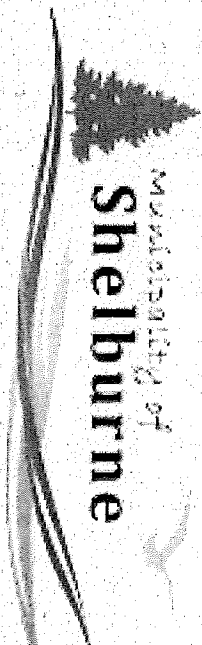
We appreciate you allowing us to present our ideas to you.

Sincerely,

Allan Mountford, B.A., B.P.E., B.Ed., M.Ed.
Vice-President,
Shelburne Curling Centre



PARTNERSHIP PROPOSAL

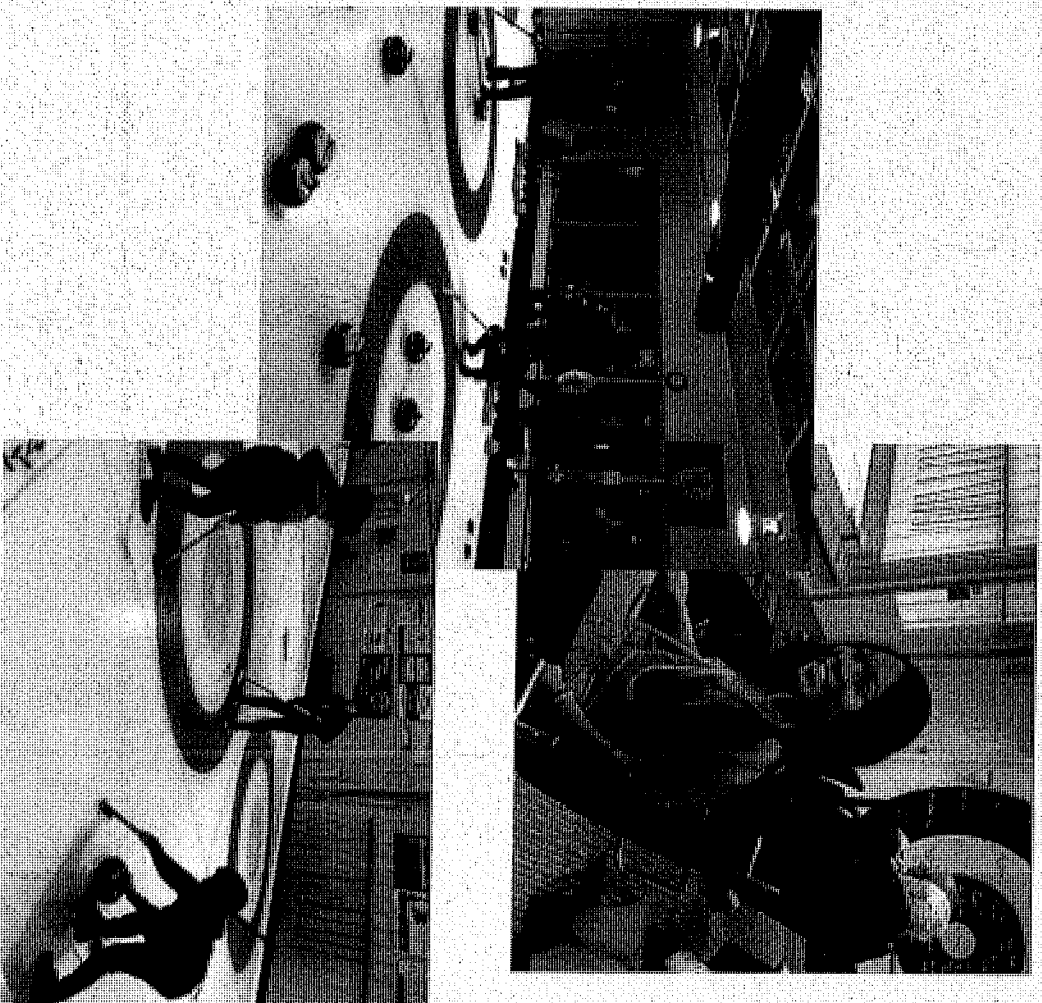


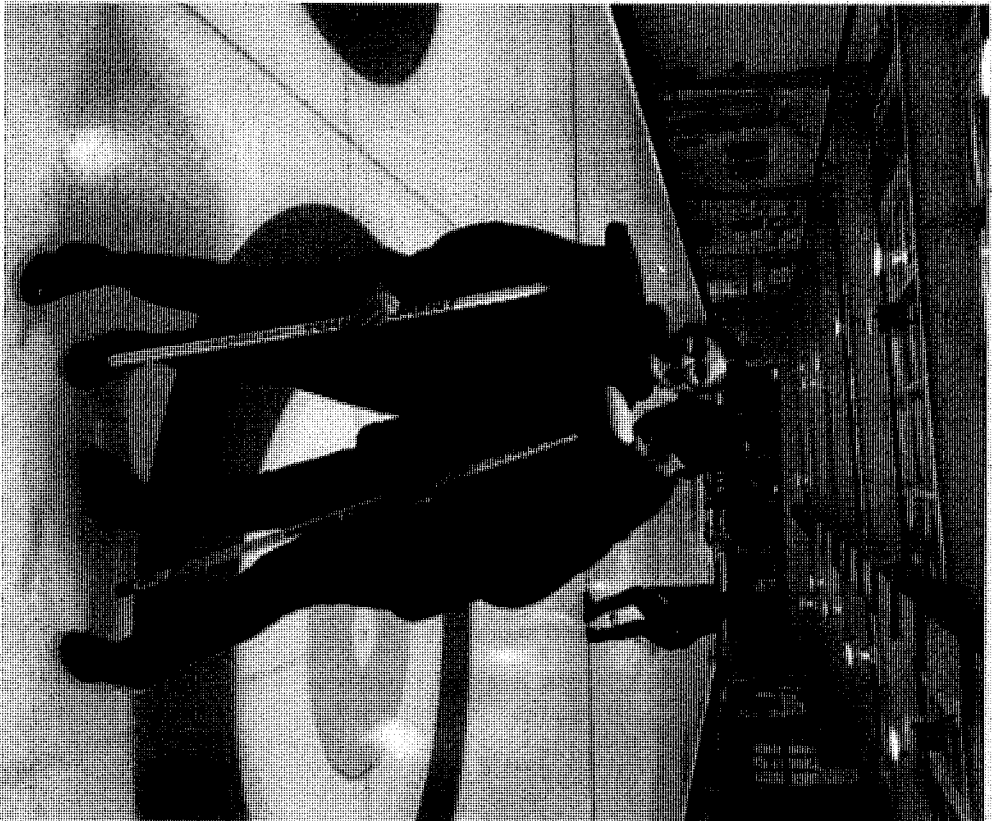
Town of Shelburne
Nova Scotia

ABOUT US

The Shelburne Curling Club, now commonly referred to as the "**Shelburne Curling Centre**" (to denote and promote inclusion) is in its 51st year as a curling venue in Shelburne. We still have original members curling with us today. We are a non-profit society under the jurisdiction of the Registry of Joint Stock Companies (RJSC) of Nova Scotia, governed by a Board of Directors and Executive.

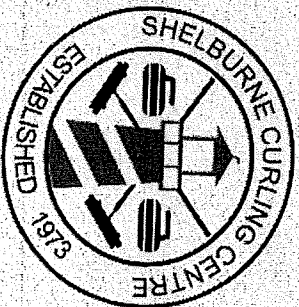
- **124 registered members**, including Junior curlers and social members.
- Our Wednesday, After-School **Junior Program** consists of 25 students and costs \$65/student. We have one African Nova Scotian, and one with cognitive and physical disabilities participating in the program.
- The facility has been **rented** for corporate meetings, social events, and baby showers.
- Our 4-person executive includes a person of **Filipino** descent as well as a person with Anishnabek (**Ojibway**) heritage.





Our 2025-2026 organizational priorities are to:

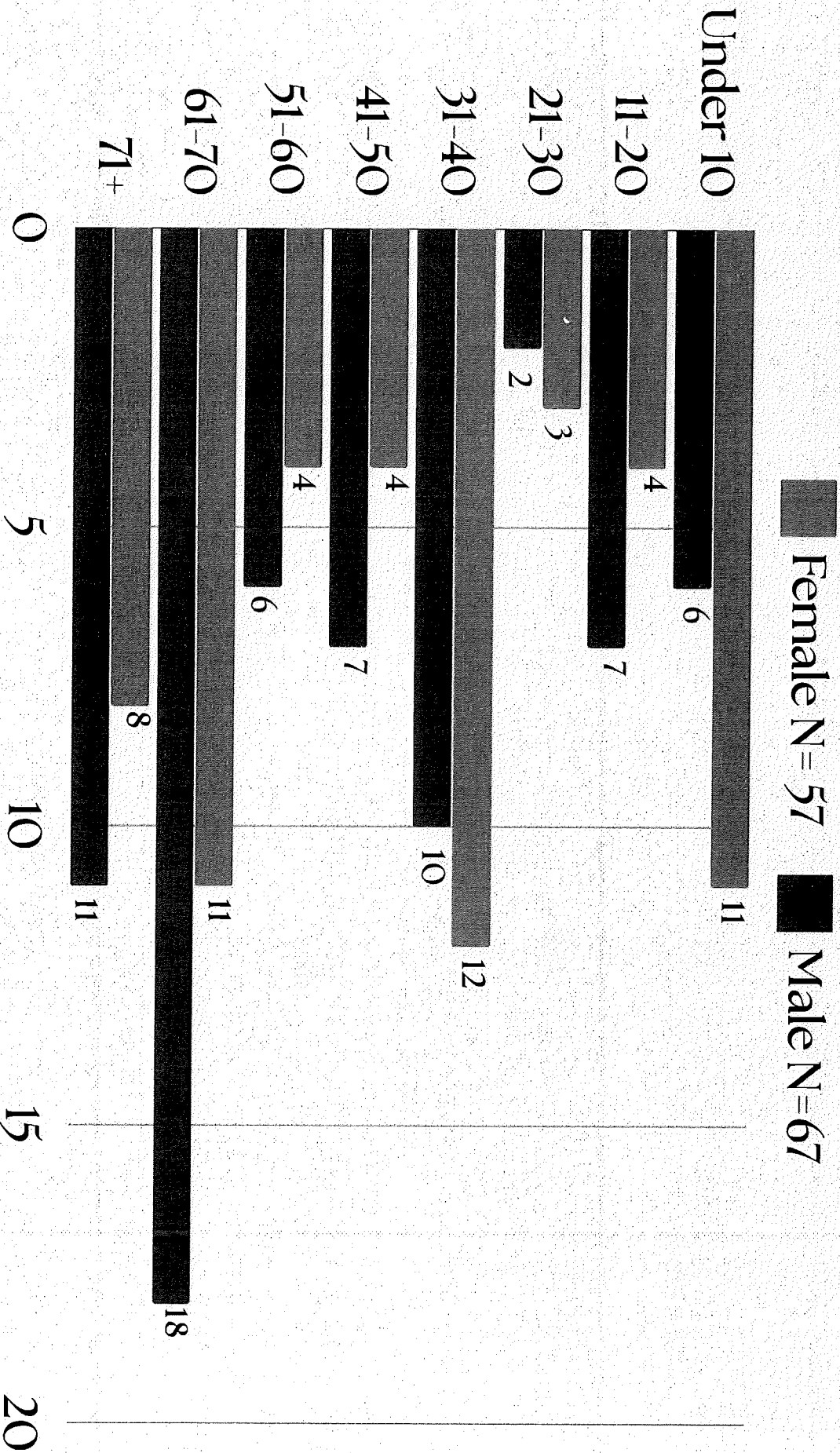
- promote **physical skills development** associated with the sport of curling through association with Curling Canada, Nova Scotia Curling Association, Sport Nova Scotia.
- provide a **social venue** for people of all ages, cultural backgrounds, socioeconomic status, and gender identifications, in an inclusive, welcoming environment.
- **extend participation** at both ends of the age continuum with a junior program for school-aged children (23%) and stick curling for seniors with mobility restrictions.
- sponsor healthy informal and **competition** opportunities for our members and visitors (leagues, bonspiels, Provincial Competitions);
- continue to be a significant **community resource** for the regional annual exhibition and during provincial disaster emergency situations (i.e., base camp for DNR firefighters - summer 2023)
- host the Nova Scotia **Provincial Mixed Finals** in March 2025, plus the Regional High School Curling Championships in March 2025.



Our major objective for 2025-2026...

To secure an ongoing partnership with the Municipality of Shelburne and the Town of Shelburne to facilitate funding support to ensure continued growth of our important service to the community of Shelburne, Nova Scotia.

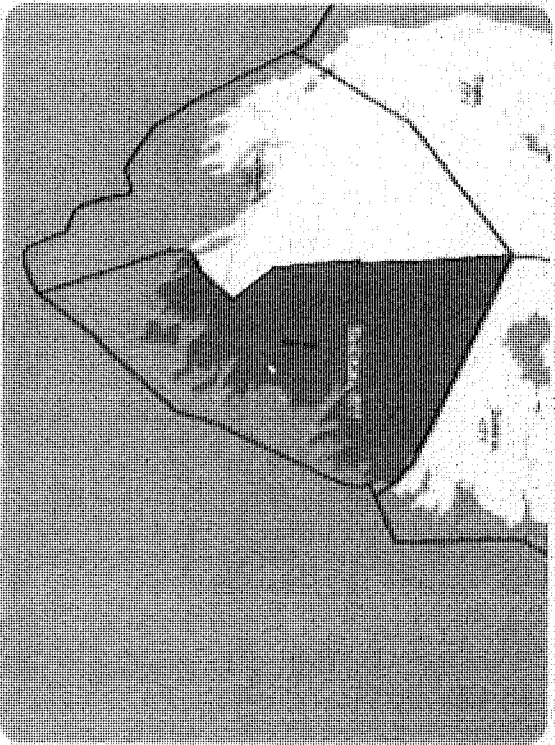
Member Age Distribution



MEMBER AGE DISTRIBUTION

| Gender | Age in Years | No. Members |
|------------------------|--------------|-------------|
| Female N= 57 | Under 10 | 11 |
| | 11-20 | 4 |
| | 21-30 | 3 |
| | 31-40 | 12 |
| | 41-50 | 4 |
| | 51-60 | 4 |
| | 61-70 | 11 |
| | 71+ | 8 |

| Gender | Age in Years | No. Members |
|----------------------|--------------|-------------|
| Male N= 67 | Under 10 | 6 |
| | 11-20 | 7 |
| | 21-30 | 2 |
| | 31-40 | 10 |
| | 41-50 | 7 |
| | 51-60 | 6 |
| | 61-70 | 18 |
| | 71+ | 11 |



Membership Geographic Distribution

Total Membership N=124

- Curling members
- Junior curlers
- Learn to Curl
- Social members

Municipality Members
(Includes Lockeport, Barrington)

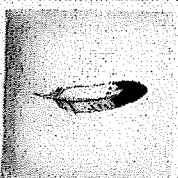
N = 67 (54%)

Town Members

N = 57 (46%)



OUR HUMBLE REQUEST



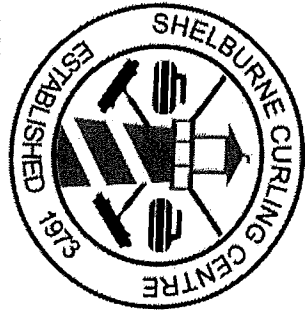
The SCC has flourished through the efforts of volunteers.

- Premium ice-making
- League organization and administration
- Bonspiels
- Event planning
- Kitchen service
- Bar service
- Facility maintenance
- Financial management
- Governance
- Fundraising and grant applications

As with any organization, the SCC operates on the 80/20 principle. Our volunteers are getting weary. We are confident that a partnership with local governments will help us continue to provide a quality service to the community without burning out volunteers.

PARTNERSHIP OVERVIEW

| | |
|---|---------------|
| A. Curling Centre Manager..... | \$45,000/year |
| • Part time position - October 1 to May | |
| • Cost, including salary, Canada Pension Plan (CPP) & Employment Insurance (EI) | |
| B. Capital Expenditures..... | \$25,000/year |
| • Contingency for capital projects | |
| C. Maintenance/Operation Costs | \$5,000/year |
| • Fire inspection | |
| • Backflow check | |
| • Fire system | |
| • Power/water | |
| Total..... | \$75,000/year |

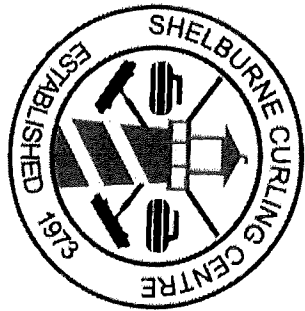


Curling Club Manager

\$45,000

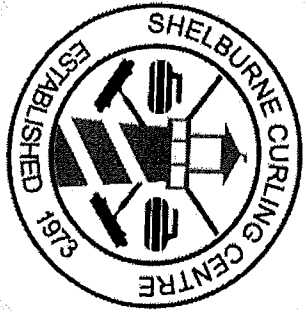
October-April

- Facility Management
- Staff Leadership
- Event Coordination
- Financial Management
- Marketing and Community Engagement
- Board Support



Capital Expenditures \$25,000/year

- Annual funding to mitigate grant requisitions

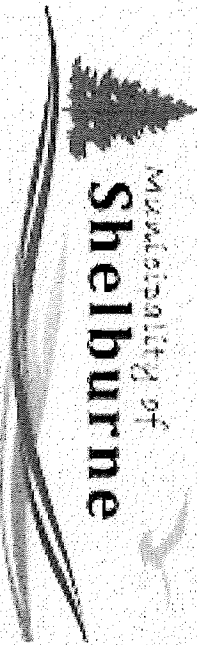


Maintenance/Operation \$5,000/year

We are much more than a curling centre. We stand ready as an Emergency Community Hub to serve municipal and provincial agencies in the case of natural disasters such as the wildfires of 2023. As such, we are required to insure our portion of the property, and absorb all the costs associated with...

- Fire inspection
- Fire system
- Backflow check
- Power/water

Funding Split

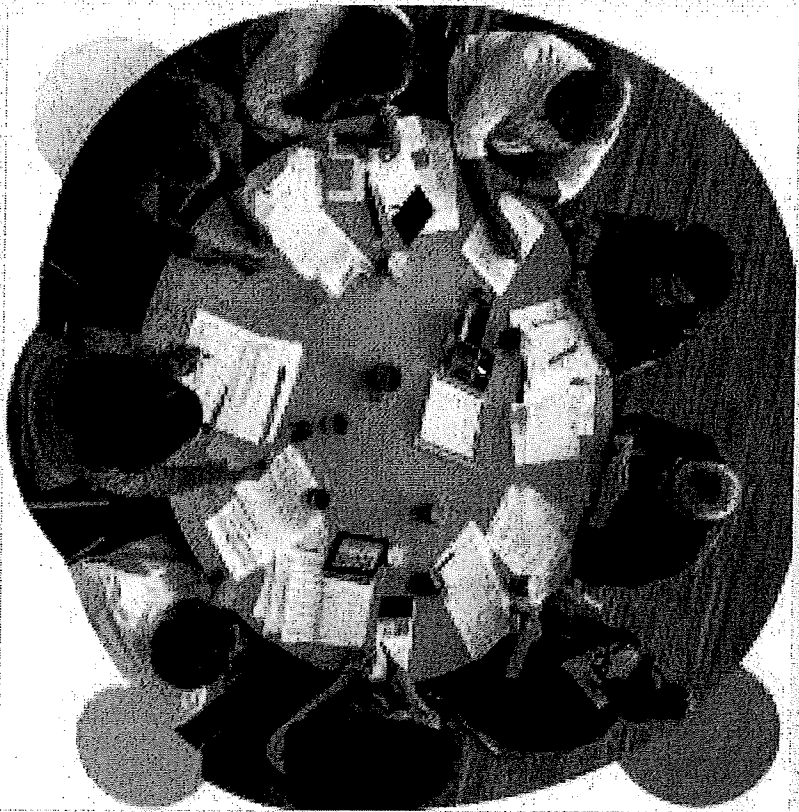


Municipality of Shelburne.....\$40,500
(54%)



Town of Shelburne
Nova Scotia

Town of Shelburne.....\$34,500
(46%)

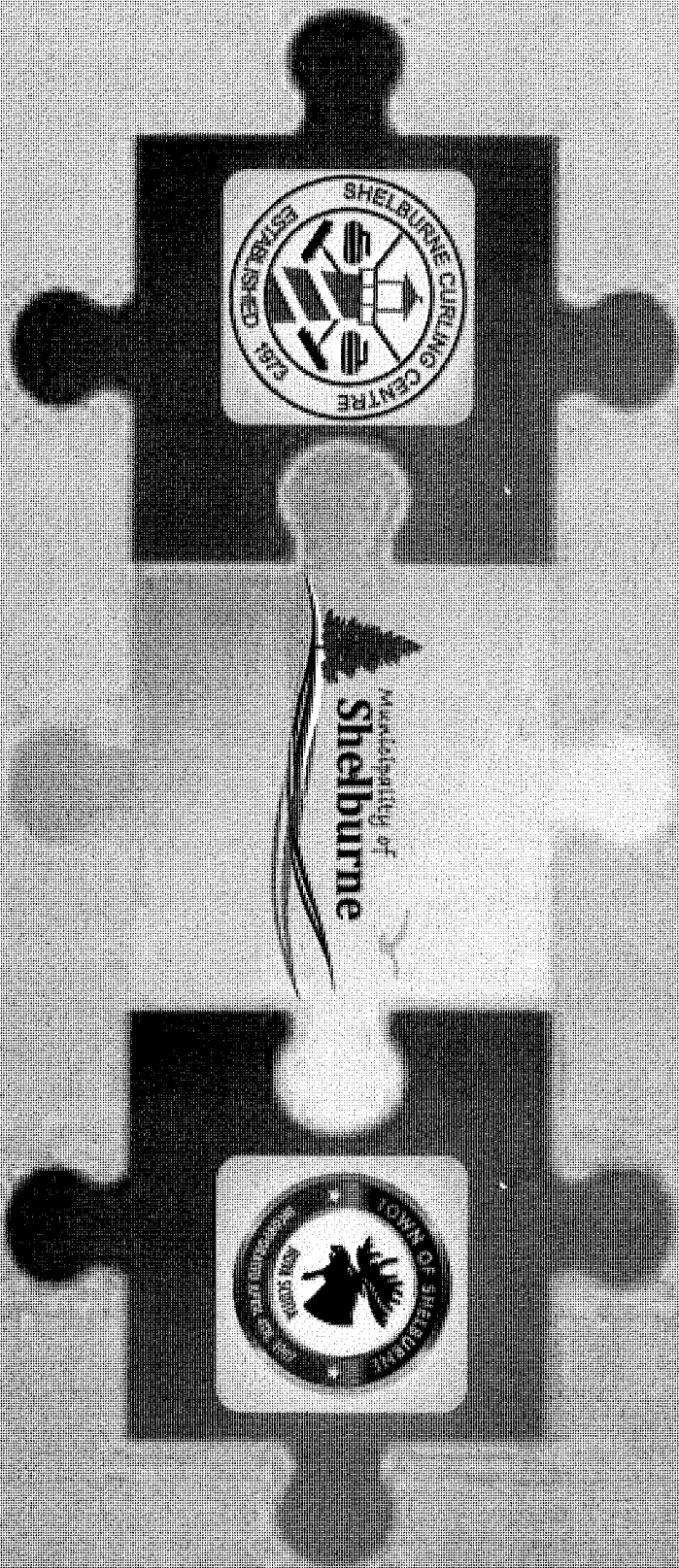


We understand that
this is a

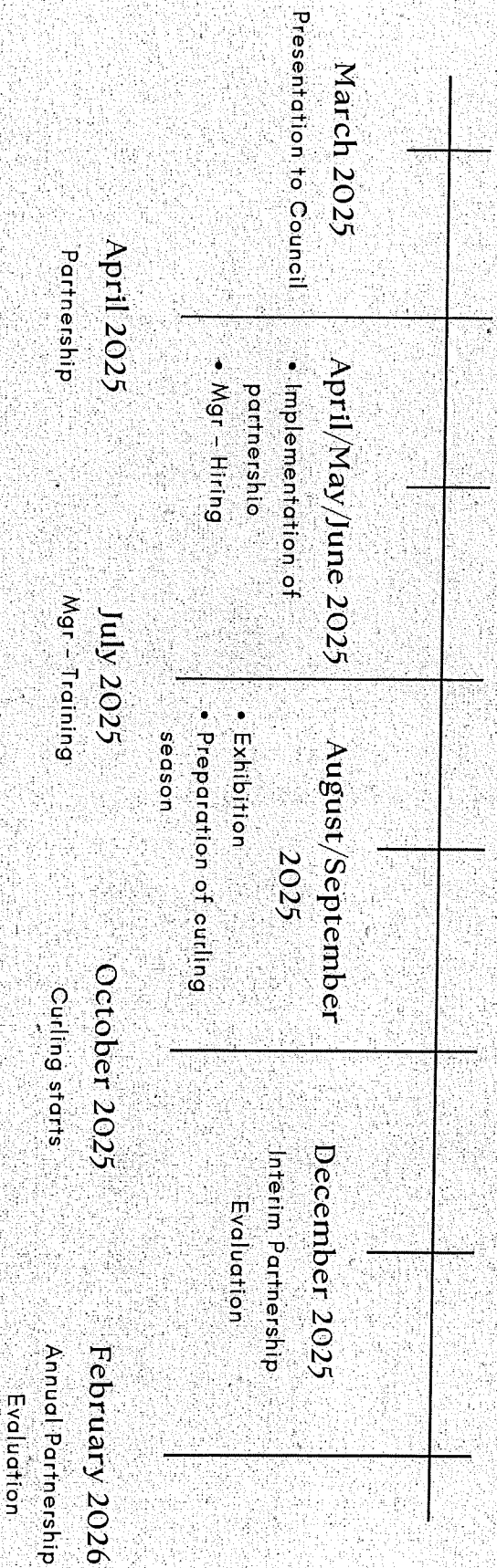
HUGE APPEAL

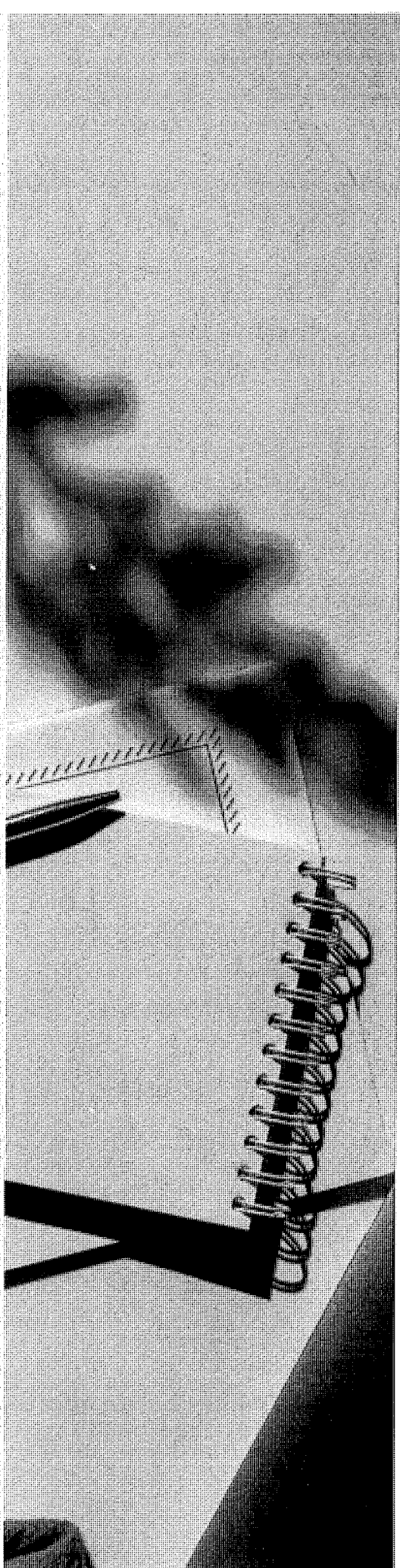
So, our first request is that
the players come to the table...

...to solve the puzzle.



TIMELINE





CONTACT DETAILS

Website

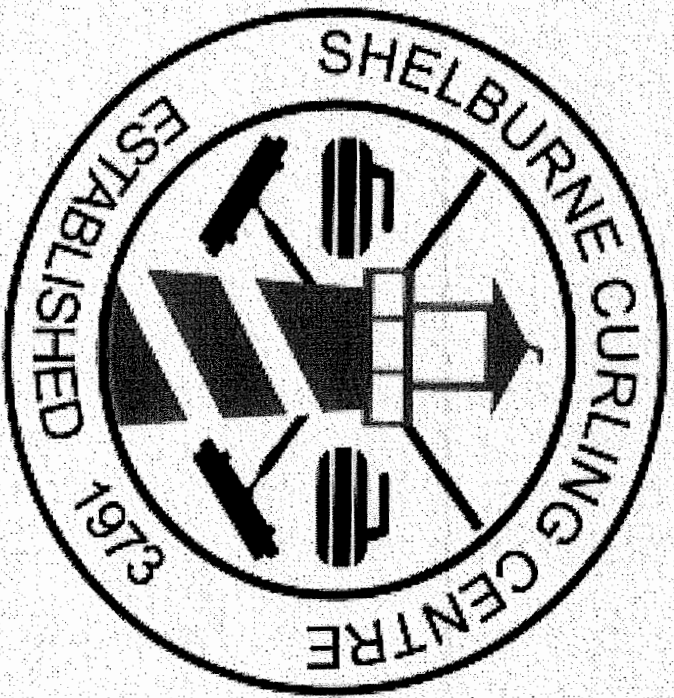
<https://shelburnecurlingcentre.ca>

Email Address

allanmountford2@gmail.com

Phone Number

905-259-9400



Thank you

Melanie

Merris

Margaret

Discussion/Questions...



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

| | |
|------------|------------|
| Document # | D25-056 |
| Rec'd by | gw |
| Date | Feb. 13/25 |
| COPIES TO: | |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
| | |

February 11, 2025

Dear Mayors and Wardens:

Recent events in our world are changing the landscape of our province and country. We are experiencing new fiscal challenges that will have a significant impact on our economy. It is clear we need to become more self-reliant. And, at the same time, we need to better integrate our economy with other Canadian provinces and territories.

Our Government has recently announced that Nova Scotia must say "yes" to both a reduction in inter-provincial trade barriers, and to resource development within our province. Both steps need to be taken carefully and in consultation with our communities. Resource development, in particular, is of incredible importance.

If you are supportive and agree, I am asking for you and your council to signal your support for greater resource development within our province - by letter or press release.

Thank you for your consideration of this matter.

Sincerely,

Honourable John A. Lohr
Minister of Municipal Affairs

c: Chief Administrative Officers
Juanita Spencer, NSFM



NOVA SCOTIA
FEDERATION OF
MUNICIPALITIES

1809 Barrington St., Suite 1304, Halifax, NS B3J3K8 - Tel: (902)423-8331 - E-mail: info@nsfm.ca

| | |
|------------|-----------|
| Document # | D25-056A |
| Rec'd by | gw |
| Date | Feb 13/25 |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
| | |

Delivered via email

February 12, 2025

RE: Letter from Honourable John Lohr (February 11)

Hello Elected Municipal Officials,

With regard to the letter received by Mayors and Wardens from the Honourable John Lohr, Minister of Municipal Affairs, dated February 11 (a copy is enclosed for your reference), we recognize that this letter raises important questions and want to let you know that we are actively seeking clarity on these matters. Our goal is to provide you with the insights needed to make informed decisions on these complex issues.

NSFM is aware that there are possible impacts on each municipality, and on you as elected officials, and that more information is needed before you can respond to the request put forth. Know that we are working with the Province to gather that information. Specifically, we are focused on the call for greater resource development within Nova Scotia and the reduction of inter-provincial trade barriers and what this means. We know both are important as we move forward as a province. With regard to the resource development, it is imperative we are clear on the ask and that the Province is aware of limitations, for example, on protection of our watersheds and other water sources, so that we can all move forward together in the best way.

We remain committed to supporting all Nova Scotia municipalities. Through collaboration and open communication, we can leverage our collective strength to navigate these challenges in a way that benefits our communities and benefits the province as a whole. A win-win.

We will reach out as we have further information.

If you have any questions or concerns, please reach out to us at info@nsfm.ca. Hoping this helps!

Sincerely,

Pam Mood
President
Nova Scotia Federation of Municipalities

Jill Webb

From: Sarah Mattatall
Sent: February 20, 2025 4:18 PM
To: Jill Webb
Subject: FW: Municipal response to Minister Lohr re. resource development
Attachments: Letter to Marco MacLeod, MLA, Feb 13, 2025.pdf

| | |
|------------|-----------|
| Document # | D25-056 B |
| Rec'd by | |
| Date | Feb 20/25 |
| COPIES TO: | |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
| | |

From: Barbara Harris <barbharris48@gmail.com>

Sent: February 18, 2025 1:08 PM

To: mayor@halifax.ca; azebian@westhants.ca; Mayor@cbrm.ns.ca; schristian@regionofqueens.com; dleblanc@annapoliscounty.ca; omccarron@antigonishcounty.ns.ca; nalbright@munargyle.com; enickerson@barringtonmunicipality.com; awebber@chester.ca; district8@munclare.ca; cblair@colchester.ca; rgilroy@cumberlandcounty.ns.ca; lgregory@digbymun.ca; eroulston@easthants.ca; vpitts@modg.ca; bonny.macisaac@invernesscounty.ca; mayor.corkum@countyofkings.ca; elspeth.mclean-wile@modl.ca; Robert.Parker@munpict.ca; lois.landry@richmondcounty.ca; Warden Penny Smith <Warden@municipalityofshelburne.ca>; james.fuller@saint-marys.ca; bruce.morrison@countyvictoria.ns.ca; johnc@munyarmouth.ca; rsmall@amherst.ca; mayorboyer@annapolisroyal.com; mayor@townofantigonish.ca; mayor@berwick.ca; david.mitchell@bridgewater.ca; mayor@clarksharbour.com; mbartlett@digby.ca; azebian@kentville.ca; derekamalfa@gmail.com; Jmyra@townoflunenburg.ca; suzanne.lohnes-croft@townofmahonebay.ca; gsmith@town.middleton.ns.ca; ron.chisholm@gmail.com; nancy.dicks@newglasgow.ca; ghenley@oxfordns.ca; Jim Ryan <jim.ryan@townofpictou.ca>; bchisholmbeaton@townofph.ca; Stan Jacklin <stan.jacklin@shelburnens.ca>; mayor@town.stellarton.ns.ca; dglasser@stewaicke.net; Alec.dove@trenton.ca; chinton@truro.ca; lennie.white@westville.ca; jmackay@wolfville.ca; mayor.mood@townofyarmouth.ca
Cc: jmacdonald@amherst.ca; cao@annapolisroyal.com; marvin.macdonald@townofantigonish.ca; jboyd@berwick.ca; tammy.crowder@bridgewater.ca; clerk@clarksharbour.com; eossinger@digby.ca; townoflockeport@ns.sympatico.ca; cao@townoflunenburg.ca; dylan.heide@townofmahonebay.ca; acrocker@town.middleton.ns.ca; cao@townofmulgrave.ca; lmacdonald@newglasgow.ca; lcloney@oxfordns.ca; kyle.slaunwhite@townofpictou.ca; tdoyle@townofph.ca; Sarah Mattatall <Sarah.Mattatall@shelburnens.ca>; shigdon@town.stellarton.ns.ca; dbogle@stewiacke.net; alanna.macdonald@trenton.ca; mdolter@truro.ca; scot.weeres@westville.ca; ghome@wolfville.ca; cao@townofyarmouth.ca; cathie.otoole@halifax.ca; mphillips@westhants.ca; dkachafanas@cbrm.ns.ca; plovelace@regionofqueens.com; cmcneill@annapoliscounty.ca; shirlyn.donovan@antigonishcounty.ns.ca; admuise@munargyle.com; cfrotten@barringtonmunicipality.com; tmaguire@chester.ca; cao@munclare.ca; dtroke@colchester.ca; gherrett@cumberlandcounty.ns.ca; tpullley@digbymun.ca; kramsay@easthants.ca; bcarroll@modg.ca; keith.macdonald@invernesscounty.ca; sconrod@countyofkings.ca; tom.macewan@modl.ca; brian.cullen@munpict.ca; cao@richmondcounty.ca; Warren MacLeod <Warren.MacLeod@municipalityofshelburne.ca>; doug.patterson@saint-marys.ca; leanne.maceachen@countyvictoria.ns.ca; victoria@munyarmouth.ca; jspencer@fns.ca; dnielsen@sccfns.ca
Subject: Municipal response to Minister Lohr re. resource development

CAUTION: This email originated from an external sender.

Dear Mayors, Wardens and Councillors,

On Feb. 11, 2025, all Mayors and Wardens received a letter from Municipal Affairs Minister John Lohr asking you to "signal your support for greater resource development in our province by letter or press release." I am writing to ask you to decline this invitation. Why?

The Minister is asking you to give a sight unseen, blanket endorsement for resource development. What resources? The Minister does not say. What would be the short and long-term impact on your community? What would be the impact on drinking water, air quality, roads, farmland? Would toxic waste be generated? How much, how would it be dealt with, how long would it last? What would be the costs and benefits to your community? At this time, there is no way to know the answers to these questions.

Minister Lohr is asking you to give **uninformed consent to unknown projects**.

I would like to suggest it would be in the best interests of municipalities and your citizens to hold back on this request, take a more cautious approach and maintain your ability to address resource development on the basis of specific facts.

- Municipal voices provide important balance in decision making. Giving blanket support for unknown or previously rejected resource development, as Minister Lohr is requesting, weakens that independent voice.
- Municipalities are best able to protect citizens by retaining your ability and leverage to give informed opinion on individual projects when full details are known.
- There is no need to act in haste. Better to consider both immediate and long-term consequences. There is more than one approach that Nova Scotia can take to address present and coming challenges.

Municipalities have played a valuable role as leaders in protecting the health and safety of their citizens and the livability of their communities. Municipalities took the lead in adopting smoke-free public spaces and limiting cosmetic pesticide use, based on scientific evidence. The UNSM also passed a resolution (2013) calling for an extended moratorium on fracking pending a comprehensive review.

When the Independent Review panel made its report in 2014, they recommended that "Hydraulic fracturing for the purpose of unconventional gas and oil development should not proceed at the present time in Nova Scotia." They also outlined several conditions that should be met before considering fracking, including independent scientific research and a test of community permission to proceed. These conditions have not been met.

The science of the past 10 years confirms that health and environmental risks relating to fracking are far from being resolved. In many cases those risks are even greater than we knew 10 years ago. Regulations have not, and in many cases cannot, solve these problems. (See attached letter for additional information.)

Meaningful, mature, and evidence-based discussions were the foundation for the present moratoriums on hydraulic fracturing in shale and uranium. **Such discussion, including thorough evidence-based evaluation of short and longer term risks and benefits should come first, before any decision to reverse a ban or moratorium.**

The Independent Review Panel on Fracking also stated, "We strongly suggest that whatever time is needed for each of these steps that it should be taken, without any sense of deadline-setting or impatience by any actor."

That advice, coming from non-partisan experts, might be helpful for municipalities to consider in deciding how to respond to the Minister.

We all want what is best for Nova Scotia. We all want a truly sustainable province on a sustainable planet. In that spirit, I hope municipalities will keep an independent and thoughtful approach to resource development, as well as other issues, in the interests of their citizens.

Sincerely,

Barb Harris
River John

Author: *Out of Control: Nova Scotia's Experience with Fracking for Shale Gas (2013)*

Former Steering Committee member, Nova Scotia Fracking Resource and Action Coalition (NOFRAC)

Attached: Background Information on Fracking in Letter to my MLA, 13 Feb/ 2025

cc: CAOs

February 13, 2025

Dear Marco,

I don't know if you will remember me. We have had a couple of chats, at Caribou wharf on setting day, at a chicken BBQ in River John, and at HarvFest in Pictou where I was selling mittens and we talked about energy and your new committee roles.

I am writing to you because I am deeply concerned about the Premier's letter to caucus of January 21, 2025, stating "Outright bans of entire sectors are lazy public policy and **we will reverse bans** and focus on meaningful, mature discussion." The Premier has repeated this intention to reverse bans to media and again at the PC's recent AGM, blaming a small minority of citizens for "outsized policy impacts" with which he disagrees.

I would like to give you some background on Nova Scotia's ban on fracking for shale gas. In 2013, during the last week of the provincial election, a poll conducted by Abacus Data found that 69% of Nova Scotians strongly supported or supported a continued moratorium on fracking, "unless an independent review finds there is no risk to drinking water, human health, the climate or communities." Support was consistently high across the province and across all four political parties. Only 16% opposed a continued moratorium.

The Independent Review Panel Hydraulic Fracturing (aka the Wheeler Commission) was established by the government in August 2013 and included experts from diverse fields, including industry. After study of the existing science as well as information specific to Nova Scotia, e.g. our geology, as well as hearing public input, the Panel submitted its report to the government in 2014. "We advocate a precautionary approach," the Report stated. The Report set out several "top level" recommendations including:

- Hydraulic fracturing for the purpose of unconventional gas and oil development should not proceed at the present time in Nova Scotia.
- Independently conducted research of a scientific and public participatory nature is required to model economic, social, environmental, and community health impacts of all forms of energy production and use - including any prospect of unconventional gas and oil development in Nova Scotia - at both provincial and community levels.
- Nova Scotia should design and recognize the test of a community permission to proceed before exploration occurs for the purpose of using hydraulic fracturing in the development of unconventional gas and oil resources.

Nova Scotia's present legislation banning hydraulic fracturing (fracking) in shale (Bill 6) was introduced after the government of the day received the report of the Wheeler Commission. Far from being cowardly or lazy public policy, as the Premier claims, I think most people would consider this an example of meaningful, mature, **evidence-based** discussion leading to responsible legislative action.

You may be under the impression that the risks identified with fracking in 2014 have been resolved in the ten years since Bill 6 became law. A look at scientific literature shows the opposite. In fact, the negative impacts or risks of fracking in shale on human health, on climate,

and on the environment continue to be confirmed. In a number of areas, harm has been shown to be even greater than previously thought.

Recent Canadian studies show methane leakage (with its outsized climate impact) and risks of groundwater contamination from abandoned wells are higher than earlier estimated. Alberta has 370,000 abandoned wells, both conventional and unconventional. [A 2024 study](#) published by the American Chemical Society found "Leakage of fluids from oil and gas wells is a source of the key greenhouse gas methane, and presents environmental risks, including groundwater contamination." A [2023 study](#) of well casing leakage from abandoned wells in Alberta and Saskatchewan concludes, "... well integrity failures and groundwater contamination are likely to be more common than previous studies suggest." The authors note, "Studies measuring actual emissions from methane leaks from abandoned wells in Canada found methane leakage was higher than previously reported, and, despite regulations, many instances remained unreported."

While the connection between earthquakes and fracking in shale was uncertain 10 years ago, it is now well documented, including in areas where earthquakes did not previously occur.

Human health impacts from fracking are now well documented through multiple studies. In October 2024, the President and CEO of NB Lung and the President of Canadian Association of Physicians for the Environment published a [joint opinion piece](#) in the Brunswick News. Based on up-to-date information on the links between fracking and health, they called on the New Brunswick government to legislate a permanent ban on fracking.

The opinion piece reads in part, "[In a letter sent to New Brunswick's premier last May](#), we and three other experts outlined the **links between fracking and adverse health conditions including asthma, childhood leukemia, premature births, heart failure, and much more...** Some studies also suggest the extraction processes involved in fracking can worsen radon gas exposure, the second-leading cause of lung cancer in Canada. ... The costs to B.C.'s health-care system from fracking are significant. So too would the costs be to New Brunswick's already stretched system if fracking were to go ahead."

This is a tiny sample of current scientific information pointing to the wisdom of continuing Nova Scotia's ban on hydraulic fracturing in shale. Given evidence from other provinces, there is no reason to believe that even made-in-Canada regulations can solve the problems.

Premier Houston states that one of the core PC and Nova Scotian values is to **"Be a good steward – strive to pass on a natural environment to future generations that is the same or better than the one we inherited."**

I strongly support this goal. I believe that evidence shows that continuing the ban on fracking in shale is consistent with this goal. I hope that you will do what you can to point out to the Premier that meaningful, mature, and evidence-based discussions were the foundation for the present moratorium on hydraulic fracturing in shale, and that such discussion, including thorough evidence-based evaluation of all risks and benefits, both short and longer term, **should come before any action to reverse a ban or moratorium.**

I hope you will raise with the Premier the risks of characterizing such bans as mere red tape, and attacking citizens, both expert and community based, who advocate caution to protect our health and our environment. These actions are not consistent with a path leading to the above goal.

The Independent Panel Report on Fracking noted:

"We strongly suggest that whatever time is needed for each of these steps that it should be taken, without any sense of deadline-setting or impatience by any actor." (*Executive Summary*)

I believe this remains good, non-partisan advice today.

I would be happy to provide additional information, and/or meet with you to discuss issues related to fracking if that would be useful to you.

In the spirit of working together for a truly sustainable Nova Scotia,

Barb Harris
River John



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|-------------|-------------------------------------|
| Document # | |
| D25-057 | |
| Rec'd by | |
| [Signature] | |
| Date | |
| Feb 18/25 | |
| COPIES TO: | |
| Council | <input checked="" type="checkbox"/> |
| Agenda | <input checked="" type="checkbox"/> |
| Committee | <input type="checkbox"/> |
| | <input type="checkbox"/> |

January 31, 2025

The Honourable John Lohr
Minister of Municipal Affairs

Department of Municipal Affairs and Housing
14th Floor North, Maritime Centre
1505 Barrington Street
P.O. Box 216
Halifax, NS
B3J 2M4

Dear Minister Lohr,

Re: Request for Education Session on Municipal Restructuring

On behalf of the Councils of the Town of Shelburne, the Town of Lockeport, and the Municipality of the District of Shelburne, we are writing to formally request an educational session with your department regarding municipal restructuring models. This request follows a recent motion passed by the Councils of both towns and the municipality, expressing interest in gaining a deeper understanding of the various models and processes related to municipal restructuring, as well as reviewing examples of successful mergers or collaborations within Nova Scotia.

Given the evolving needs of our municipalities, our Councils believe it is important to explore opportunities for restructuring and to better understand how other communities in Nova Scotia have successfully navigated this process. We are particularly interested in learning about the various restructuring models, the steps involved, and insights from previous examples within the province.

We respectfully request that your department arrange a session for our elected officials and senior staff at a mutually convenient time. Our goal is to approach this matter with well-informed perspectives that could guide future discussions on potential partnerships or municipal amalgamations.

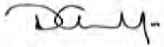
We look forward to collaborating with your team and gaining valuable insights as we explore options for our municipalities.

Thank you for considering our request. We look forward to your response and to working together on this important matter.

Warm regards,

A handwritten signature in blue ink, appearing to read "S. Jacklin".

Mayor Stanley Jacklin
Town of Shelburne

A handwritten signature in black ink, appearing to read "D. Amalfa".

Mayor Derek Amalfa
Town of Lockeport

A handwritten signature in black ink, appearing to read "Penny Smith".

Warden Penny Smith
Municipality of the District of Shelburne



**Municipal Affairs
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902 424-5550 Fax 902 424-0581 • novascotia.ca

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| Document # | D25-057 |
| Rec'd by | gw |
| Date | Feb. 18/25 |
| COPIES TO: | |
| Council | <input checked="" type="checkbox"/> |
| Agenda | <input checked="" type="checkbox"/> |
| Committee | |
| | |

February 18, 2025

Mayor Derek Amalfa, Town of Lockeport
Via Email: derekamalfalockeport@gmail.com

Mayor Stanley Jacklin, Town of Shelburne
Via Email: stan.jacklin@shelburnens.ca

Warden Penny Smith, Municipality of the District of Shelburne
Via Email: warden@municipalityofshelburne.ca

Dear Mayor Amalfa, Mayor Jacklin and Warden Smith:

Thank you for your letter of January 31, 2025, requesting an education session on municipal restructuring.

The municipal government landscape is continuously evolving, and we applaud your councils for exploring innovative ways to meet the needs of your communities. Conversations with respect to municipal restructuring are complex and often ignite the passions of engaged residents. The Department of Municipal Affairs (DMA) will continue to support municipalities in having these conversations and empowering municipalities to chart their own paths of growth and prosperity.

DMA would be pleased to support your councils in this endeavour. Your Municipal Advisor, Andrea Hyslop, will contact the Chief Administrative Officers of your municipalities to discuss your needs in this regard and to arrange a time for the session that is convenient for those participating.

Thank you for reaching out and for all that you do to serve your communities.

Sincerely,

Honourable John A. Lohr
Minister of Municipal Affairs

- c: June Harding, Town Clerk, Town of Lockeport (townoflockeport@ns.sympatico.ca)
- Erin Hartley, Deputy CAO, Municipality of Shelburne (erin.hartley@municipalityofshelburne.ca)
- Sarah Mattatall, CAO, Town of Shelburne (sarah.mattatall@shelburnens.ca)
- Andrea Hyslop, Municipal Advisor, DMA

PNS-50838/ah



**Town of Shelburne
Staff Report
Notice of Amendment to
Council Disposal of Surplus Property Policy
March 3rd, 2025**

| | |
|-----------------------|---|
| Document # D25-058 | |
| Rec'd by jw | |
| Date Feb. 27/25 | |
| COPIES TO: | |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
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General Overview:

An amendment to our Disposal of Surplus Property Policy is being proposed for Council on March 17th, 2025.

Background:

A request has been made by a neighbouring fire department to purchase the 2009 Freightline Tanker which will be surplus equipment subsequent to the arrival of the new tanker later this summer. The potential buyer is willing to pay a reasonable price for the used fire truck.

In order to accept this direct offer to purchase the fire truck, the policy requires the Town to advertise the sale to the public. However, the sale of the truck to a neighbouring fire department which is a member of the Shelburne County Firefighters Association, would strengthen our county mutual aid. Furthermore, a reasonable price has been offered by the neighbouring fire department.

Analysis:

As noted in Section 48 (1) of the MGA – “before a policy is passed, amended or repealed the Council shall give at least seven days’ notice to all council members.” Also, the council must approve the fire truck being sold as surplus equipment.

Recommendations:

THAT Town Council approves the sale of the 2009 Tanker as surplus equipment.

THAT Town Council address an amendment to the Council Disposal of Surplus Property Policy at the March 17th, 2025 Town Council Meeting.

Respectfully Submitted,

Ken Smith
Deputy CAO, Town of Shelburne



TOWN OF SHELBURNE NOISE CONTROL BY-LAW

| | |
|------------|-------------------------------------|
| Document # | D25-036 |
| Rec'd by | gw |
| Date | Jan 28/25 |
| COMES TO: | |
| Council | <input checked="" type="checkbox"/> |
| Agenda | <input checked="" type="checkbox"/> |
| Committee | |
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Memo

Subject: Amendment to the Noise Control By-Law

The Town of Shelburne is reintroducing the amendment to its Noise Control By-Law for first reading. This amendment aligns the by-law with the recently adopted Road Trails By-law. The reintroduction is necessary due to procedural error, where insufficient time was provided between the public notice and second reading.

As per sections 168 and 169 of the *Municipal Government Act*, the process for passing a by-law is as follows:

1. First Reading at Council
2. Publication of Notice of Intent to Consider (at least 14 days before second reading; not including the date it is published or the date of second reading).
3. Second Reading at Council
4. Final publication (to advise the public that the by-law has passed). If Ministerial approval is required, final publication should not occur until after the Minister(s) have approved.

Restarting this process ensures compliance with the *Municipal Government Act* and allows the necessary time for public notice.

Attached to this memo is a copy of the amended Noise Control By-Law for your reference.

Dana Nash, By-Law Enforcement Officer

Town of Shelburne
162 Mowatt Street
P.O. Box 670
Shelburne, NS, B0T 1W0
© 902-875-6482



TOWN OF SHELBURNE

NOISE CONTROL BYLAW

A BY-LAW RESPECTING REGULATION AND PROHIBITION OF CERTAIN NOISES

Be It Enacted by the Council of the Town of Shelburne, under the authority of the Municipal Government Act, S.N.S. 1998, Chapter (18), as follows:

1. This By- Law shall be known as, and may be cited as, the "NOISE CONTROL BYLAW".

Definitions

2. In this Bylaw, words take their ordinary dictionary meaning other than those defined below:

(a) "Council" means the Town Council of the Town of Shelburne;

(b) "Town" means the Town of Shelburne;

(c) "construction" includes erection, alteration, repair, dismantling and demolition of structures and includes structural maintenance, hammering, land clearing, moving of earth, rock or felled trees, rock breaking, grading, excavating, the laying of pipe or conduit whether above or below ground level, working with concrete, alteration or installation of any equipment, the structural installation of construction components or materials in any form whatsoever, the placing or removing of any construction related materials and includes any work in connection therewith; but does not include blasting;

d) "construction equipment" means any equipment or device designed and intended for use in construction or material handling including but not limited to air compressors, air tracks, hydraulic breakers, excavators, dozers, pile drivers, pneumatic or hydraulic tools, tractors, trenchers; cranes, derricks, loaders, backhoes, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders and other material handling equipment;

- (e) "motor vehicle" includes an automobile, a motorcycle, and any other vehicle propelled or driven otherwise than by muscular power; gravitational or wind power except a motorized wheelchair; a vehicle running upon rails, a farm tractor or self-propelled implement of husbandry, and an off-highway vehicle as defined from time to time in the Off- Highway Vehicles Act;
- (f) "public address system" means any system comprised of one or more of the following, and in any combination: loudspeaker, amplifier, microphone, turntable, reproducer, receiver or tuner, where such equipment is part of a system used to reproduce or amplify sound;
- (g) "emergency response person" includes, police, fire departments or brigades, registered emergency services providers, search and rescue personnel, provincial, regional or municipal Emergency Measures Organizations, ambulance or emergency health services providers and includes volunteer or military personnel responding to an apparent condition of emergency;
- (h) "point of reception" means any point on premises or premises containing a dwelling unit where sound, originating from other premises, including other dwelling units, is received;
- (i) "OHV" off-road vehicle (ORV), sometimes referred to as an off- highway vehicle (OHV), overland vehicle, or adventure vehicle, is considered to be any type of vehicle that is capable of driving off road on non-paved surfaces, such as trails and forest roads that have rough and low-traction surfaces.

Prohibitions and Interruptions

3. No person shall, within the Town boundaries engage in any activity which is likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood. For the purpose of this section evidence that all immediate neighbours are unreasonably disturbed by a noise is prima facia evidence;

BYLAW

4. Without limiting the generality of section 3, the activities or noises listed in Schedule A and Schedule B, during the proscribed times as set out therein, are deemed to be activities which are likely to generate noise or sound that unreasonably disturbs the peace and tranquility of a neighbourhood if the sound resulting from the activity is audible at a point of reception. Owners and occupiers who create excessive noise shall be liable to a penalty;
5. No person shall operate an off-highway vehicle within town limits unless on private property or on designated road trail a half hour before sunrise and a half hour after sunset. The use of OHV on private property should not cause a noise disturbance between the hours of 10 pm and 7 am.

Fixed Exemptions

6. This By-Law does not apply to:
 - (a) emergency response personnel engaged in the execution of their emergency response duties; or;
 - (b) persons acting at the request of emergency response personnel during an actual or apparent emergency condition;
 - (c) without limiting the generality of the foregoing, noises caused by emergency response vehicles and air ambulances are specifically exempt from prosecution.

Notwithstanding

7. Any other provisions of this By-law, this By-law shall not apply to or proscribe:
 - (a) employees of the Town, Municipality of the District of Shelburne, Government of Canada, Province of Nova Scotia, Shelburne Public Service Commission, the Nova Scotia Power or and telecommunications companies and their contractors and employees when acting in the reasonable execution of their duties between 7:00 a.m. and 10:00 p.m. in the day;
 - (b) noises in connection with organized athletic or recreational activities in a municipal park area, arenas or community centers between 5:00a.m. and 1:00 am;
 - (c) noises from the organized and scheduled activities and events of festivals, parades, street dances, rallies, or other community activities, funded, sponsored or licensed by the Federal or Provincial

government or the Town of Shelburne until 1:00 am;

- (d) noises emitted by Town-owned machinery or equipment when used in the normal course of performing Town services;
- (e) noises resulting from the operation of any refrigeration unit which is attached to a refrigeration truck if refrigeration truck is parked;
- (f) noises emitted by audible pedestrian signals;
- (g) the emission of sound in connection with calls to worship, ringing of bells at places of religious worship, or services of religious worship;
- (h) the emission of sound in connection with any organized traditional, festive or religious activity celebrating:
 - (i) Canada Day,
 - (ii) New Year's Eve or
 - (iii) religious holidays
- (i) the emission of sound in connection with emergency measures that are undertaken for:
 - (i) for the immediate health, safety or welfare of an individual
 - (ii) for the preservation of property

Grant of Exemption by Council

8. Notwithstanding anything contained in this By-Law, any person may make application to Council to be granted an exemption from any of the provisions of this By-Law with respect to any emission of noise from which that person might be prosecuted for a period of no more than six (6) months. Council, by resolution, may grant an exemption or refuse the request. Refer to Appendix C for more information.

Penalties

9. Any person who contravenes any provision of this By-Law is guilty of an offense, and is punishable on summary conviction by to a fine of not less than One Hundred Dollars (\$100.00) as follows:

First Offence: \$100.00

Subsequent Offence: \$400.00

Subsequent offences are offences that take place after the first offence within the same calendar year.

10. This By-Law shall have effect with respect only to noises emitted within the boundaries of the Town of Shelburne.

Repeal

11. Chapter 160 of the By-Laws OR By-Law of the Town of Shelburne entitled the "Noise Control By-Law" is hereby repealed and replaced by this Bylaw. This bylaw repeals and supersedes any previous Noise Bylaw for the Town of Shelburne.

Town Clerk's Annotations:

Date of Original Bylaw: May 19, 2010

Date of Amended Bylaw 1st Reading: ~~July 20th, 2020~~

Date of Advertisement: ~~August 7th, 2020~~

Date of Amended Bylaw 2nd Reading: ~~September 8th, 2020~~

Advertisement of Passage: ~~December 16, 2020~~

Mailed to the Minister:

~~Karen Mattatall, Mayor~~

Stanley Jacklin, Mayor

~~Julie Ferguson, Town Clerk~~

Sarah Mattatall, CAO

Schedule "A"**Activities proscribed at all times:**

1. The operation of any combustion engine or pneumatic device without an effective exhaust or intake muffling device, in good working order and in constant operation. Modified or aftermarket mufflers that create excessive noise are subject to penalty under this bylaw;
2. The operation of a vehicle or a vehicle with a trailer resulting in banging, clanking, squealing or other like sounds due to an improperly secured load or equipment or inadequate maintenance;
3. The operation of a motor vehicle horn or other warning device except where required or authorized by law or in accordance with good safety practices;
4. The detonation of explosive devices not being used in construction or quarrying. Fireworks may be used for statutory holidays. Any other uses must be given a permit from the with approval from the CAO (See Appendix A);
5. The discharge of firearms except when used as a signaling device in a sporting competition. For other uses, individuals must receive a permit from with approval from the CAO under such conditions as are set forth in the Provincial Fire Arms Regulations. (See Appendix A);
6. Persistent barking, howling or other persistent noise-making by a dog or other animal owned or possessed by the occupant of the premises;
7. Prolonged idling of an engine. Exemptions to this clause include: longer idling period per manufacturer's instructions, weather conditions, and not-for-profit vehicle maintenance.
8. The operation of any item of construction equipment in a residential area without effective muffling devices in good working order and in constant operation;
9. No person shall, within the limits of the Town of Shelburne, do any blasting or cause any blasting to be done without first having obtained a written permit from the CAO / Town Planner. (See Appendix B)

Schedule "B"**Activities proscribed between the hours of 10 pm – 7 am:**

1. The operation in the outdoors of any power tool for domestic purposes other than snow removal or emergency repair situations.
2. Yelling, shouting, hooting, whistling, singing or playing musical instruments;
3. The loading or unloading of any containers, products, materials or refuse with the exception of private household effects;
4. The operation of any public address system, sound system, or audio/visual equipment in a manner such that the sound from the equipment being operated is audible beyond the bounds of the property from which the noise is emitted;
5. The operation of any motorized conveyance other than on a street or other place intended for its operation;
6. The use or operation of construction equipment, except where such equipment is used or operated on any highways;
7. The use of Off-Highway Vehicles, Snowmobiles, or Dirt Bikes on private property, unless for loading or unloading purposes. This proscription also applies to mechanical work performed on such vehicles.
8. The operation of a garburator, solid waste bulk lift, refuse compacting equipment or hydraulic dumpster associated with a commercial enterprise;
9. All selling or advertising by shouting, outcry or amplified sound;
10. The venting, release or pressure relief of air, steam or other gaseous material, product or compound from autoclave, boiler pressure vessel, pipe, valve, machine, device or system.

Appendix AApplication for a Special License to Discharge a Firearm

***This Special License is required to discharge a gun, air rifle, bow and arrow, or any other type of firearm within the Town of Shelburne. It also applies to the release of fireworks outside of a statutory holiday.**

Name: _____

Civic Address: _____

Phone Number: _____

Email: _____

Location of Event: _____

Time of Event: _____

Category (check one):

Gun Club

Bow & Arrow

Air Rifle

Fireworks

Re-enactors

Film Industry

Requirements:

Gun Club

- Anyone who wishes to start a gun club must initially meet with the CAO / Town Planner to look at the location of the proposed club in order to get a letter of permission.
- Applicant must then apply for the proper license through the Department of Justice Provincial Firearms Office (Canadian Firearms Program).
- Applicant must present approved provincial license to the Town and agree to any conditions set by the CAO in regards to Noise and hours of operation prior to consideration for a permit.

Bow & Arrow

- Any bow and arrow range application must be presented to the CAO / Town Planner. Drawings of the layout and measurements between buildings required.
- Proof of proper backdrop or netting
- Proof of insurance for recreation groups

Air Rifle

- For pellet guns or air rifles that fire at less than 500 feet per second.
- Permit for target practice and/or pellet gun events
- Must present proposed location and safety measures to CAO / Town Planner

Fireworks

- For a special display of fireworks, residents must first be granted permission by their adjacent neighbours and have, on their property, a wide and clear site that is away from all obstacles. Proof of neighbor permission is required.
- Fireworks must not be set off after 11 pm.
- Residents must discuss their fireworks display plan with the CAO in regards to containment and safety. Fireworks must have a base halfway in a container of earth or sand, unless the label indicates otherwise, and should be pointed away from people and structures.

Re-enactors / Muesums

- Must present proof of Provincial licensing for weapons (Canadian Firearms Program)
- Must present proof of insurance

Film Industry

- Replica firearms are prohibited devices in Canada and the proper procotols should be adhered to if using them in a Film. Refer to the Canadian Firearms Program for information about possessing, acquiring, borrowing, storing, and transporting replica firearms.
- If replica firearms or gun powder will be used in filming, a permit is required from the CAO prior to filming. Owners of properties in close proximity will be notified of potential noise. Any explosive noise after 10 pm should be noted in application.

Appendix B
Blasting Permit

***This Special License is required to conduct any blasting within the Town of Shelburne.**

Name: _____

Civic Address: _____

Phone Number: _____

Email: _____

Location of Event: _____

Time of Event: _____

Requirements:

- **Liability Insurance in the minimum amount of Three Hundred Thousand Dollars (\$300,000).**
- **"Blasting Certificate" proof of qualifications**
- **Blasting Plan which includes a suitable mat to prevent debris from escaping the blasting area**

All blasting done in the Town of Shelburne will be performed in accordance with such standards as may from time to time be imposed by statute or regulation within the Province of Nova Scotia.

Approved by:

CAO

Date of Approval

This license will expire within 3 months of application. Any changes to the project Timeline **MUST** be expressed to the CAO.

Appendix C

Application for a Grant of Exemption by Council

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

Name: _____

Civic Address: _____

Phone Number: _____

Email: _____

Reason for Request: _____

Location of Event: _____

Time of Event: _____

Requirements:

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

Rights of Council:

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

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

BYLAW

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

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

Public Input:

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

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

BYLAW

Date of Council Meeting for Application Review: _____

Date of Public Hearing (if applicable): _____

Approved

Denied

Conditions:

CAO _____

Mayor _____



| | |
|-------------------|-------------------------------------|
| Document # | D25-059 |
| Rec'd by | gw |
| Date | Jan. 11/25 |
| | ADIES TO |
| Council | <input checked="" type="checkbox"/> |
| Agenda | <input checked="" type="checkbox"/> |
| Committee | <input type="checkbox"/> |
| December 16, 2024 | |

PO Box 639 / 45 School St., Suite 304

Region 6 Solid Waste-Resource Management

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

Sara Mattatall
 Town of Shelburne
 PO Box 670
 168 Water St
 Shelburne, NS B0T 1W0

RE: Budget Approval 2024-25

Dear Ms. Mattatall,

On Friday, December 6, 2024, the Region 6 Inter-Municipal Committee met regarding the budget for the upcoming fiscal April 1, 2025 – March 31, 2026.

The following motion was passed:

MOTION: to recommend approval of the 2025-26 Region 6 Inter-Municipal Committee Budget to member units, as circulated. **M/C**

Pursuant to FINANCES of the Region 6 Inter-Municipal Agreement; items 34 – 39

- “34. The proposed Committee budget shall be submitted to the Councils of each of the Parties prior to 4:30 p.m. on December 31st of each year.
- 35. The Councils of each of the Parties shall approve said budget, or refuse to do so, by 4:30 p.m. on March 14th of the year to which said budget applies.
- 36. Should the Council of any of the Parties fail to approve or refuse to approve the proposed Committee budget and so notify in writing the Committee by the stated deadline, then the said budget is deemed to have been approved by that Council.
- 37. The proposed Committee budget shall be binding on all of the Parties if approved by the Councils of 75% or more of the Parties, so long as the Parties whose Councils have approved represent a minimum of 50% of the total population represented by the Parties to this agreement – said figures to be taken from the most recent available Census of Canada statistics.
- 38. In the event that motions of refusal to approve result in a proposed Committee budget not receiving approval of the necessary majority of Councils, the Committee shall revise the proposed budget taking into account any comments that may have been provided and submit a revised budget to the Councils of the Parties.
- 39. Should the Council of any of the Parties fail to approve or refuse to approve a revised proposed Committee budget within 45 days after receipt of same then the said budget is deemed to have been approved by that Council.”



PO Box 639 / 45 School St., Suite 304 Region 6 Solid Waste-Resource Management Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

Respecting the enclosed budget, please review with your council and respond to Region 6 before 4:30 pm, March 14, 2025 on your approval or refusal.

Should you have any questions on either document please feel free to contact myself at 902-624-1339 or Chair, Kacy DeLong at 902-930-3065.

If you require my attendance at the council meeting when the budget is up for discussion, please feel free to contact me by phone or email.

Regards,

A handwritten signature in black ink that reads "Christine H. McClare". The signature is written in a cursive style.

Christine H. McClare BA Psych
Regional Coordinator

encl. Region 6 2025-26 Budget Report and R6 Coordinator Annual Report for 2024.



Region 6 Solid Waste-Resource Management

PO Box 639 / 45 School St , Suite 304

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

| REVENUE | 2024-25 Projection | 2024-25 Budget | 2025-26 Proposed Budget |
|-------------------------------------|-----------------------|-------------------|-------------------------------|
| Contracts/Service Agreements | | | |
| Education Contract | 80,392 | 80,392 | 80,392 |
| Coordinator Agreement | 43,286 | 43,286 | 43,286 |
| Enforcement Contract | 89,425 | 89,425 | 89,425 |
| Sub-total | \$ 213,103 | \$ 213,103 | \$ 213,103 |
| Stewardship/Incentives | | | |
| Dairy Stewardship | 90,000 | 90,000 | 53,000 |
| Diversion ¹ | 350,000 | 350,000 | 350,000 |
| Municipal Approved Programs | 80,500 | 80,500 | 80,000 |
| Interest | 22,467 | 0 | 0 |
| Sub-total | \$ 542,967 | \$ 520,500 | \$ 483,000 |
| Municipal Contribution | | | |
| Municipal Billing ² | 152,921 | 152,921 | 129,858 |
| Sub-total | \$152,921 | \$152,921 | \$129,858 |
| TOTAL | \$ 908,991 | \$ 886,524 | \$ 825,961 |

| EXPENSES | 2024-25 Projection | 2024-25 Budget | 2025-26 Proposed Budget |
|---------------------------------|-----------------------|-------------------|-------------------------------|
| OPERATING EXPENSE | | | |
| Admin Salaries and Benefits | 105,220 | 105,220 | 108,025 |
| Administration (host) | 9,390 | 9,390 | 9,390 |
| Travel | 2,363 | 3,000 | 2,500 |
| Training and conference | 1,356 | 2,200 | 2,000 |
| Office Rental | 9,198 | 9,675 | 9,500 |
| Office supplies/computer | 5,114 | 9,900 | 8,300 |
| Insurance | 4,050 | 3,900 | 4,050 |
| Legal & Auditor | 9,907 | 9,500 | 10,325 |
| Sub-total | \$ 146,599 | \$ 152,785 | \$ 154,090 |
| EDUCATION | | | |
| Education salaries and benefits | 84,170 | 84,170 | 87,030 |
| Education travel | 13,886 | 14,000 | 14,000 |



Region 6 Solid Waste-Resource Management

PO Box 639 / 45 School St , Suite 304

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Christine.McClare@Region6SWM.ca

| EXPENSES | 2024-25 | 2024-25 | 2025-26 |
|---|-------------------|-------------------|-------------------|
| | Projection | Budget | Proposed Budget |
| Program materials ⁴ | 4,712 | 4,000 | 4,000 |
| Advertising | 0 | 1,000 | 1,000 |
| R6 Recycles | 12,820 | 12,780 | 13,500 |
| Inter-Municipal program expenses ³ | 0 | 0 | 0 |
| Sub-total | \$ 115,588 | \$ 115,950 | \$ 119,530 |
| PAYMENTS TO UNITS | | | |
| Enforcement Contract | 89,425 | 89,425 | 89,425 |
| Dairy Agreement | 90,000 | 90,000 | 53,000 |
| Diversion ¹ | 350,000 | 350,000 | 350,000 |
| Municipal Approved Program | 80,500 | 80,500 | 80,000 |
| Sub-total | \$ 609,925 | \$ 609,925 | \$ 572,425 |
| TOTAL | \$ 872,112 | \$ 878,660 | \$ 846,045 |
| Revenue/Expenditure | \$ 36,879 | \$ 37,864 | -\$ 20,084 |

Notes to BUDGET:

1. Dairy Credits - Dairy containers marketed is down from 130 tonnes to 71t. Queens has stockpiled
2. Diversion Credits - \$6.6 million expected Provincially, down from \$7.6 million available last year.
3. Municipal Billing - this now includes two lines, the first line pays for the operations that are not covered through grant and contracted services. The second line, shows the surplus for 2023-24 which is subtracted from the first line resulting in the subtotal, showing the required Municipal Billing (see below).

| Municipal Area Served: | 2021 Population | % of Region | 2025-26 |
|----------------------------------|-----------------|----------------|----------------------|
| Shelburne Shared Services | 6,456 | 6.99% | \$ 9,083.22 |
| Town of Bridgewater | 8,790 | 9.52% | \$ 12,367.03 |
| Town of Mahone Bay | 1,064 | 1.15% | \$ 1,496.99 |
| Municipality of Lunenburg | 25,545 | 27.68% | \$ 35,940.35 |
| Municipality of Barrington | 6,523 | 7.07% | \$ 9,177.49 |
| Town of Clark's Harbour | 725 | 0.79% | \$ 1,020.03 |
| Municipality of Chester | 10,804 | 11.71% | \$ 15,200.61 |
| Town of Lunenburg | 2,396 | 2.60% | \$ 3,371.03 |
| Region of Queens Municipality | 10,486 | 11.36% | \$ 14,753.20 |
| West Hants Regional Municipality | 19,509 | 21.14% | \$ 27,448.05 |
| Total | 92,298 | 100.00% | \$ 129,858.00 |

BUDGET REPORT 2025-26



Christine McClare, Regional Coordinator
Region 6 Solid Waste Management
December 2024
Christine.McClare@Region6SWM.ca

MUNICIPAL DETAILS:

Region 6 Solid Waste-Resource Management serves 12 municipalities.

- Town of Clark's Harbour
- Municipality of the District of Barrington
- Municipality of the District of Shelburne
- Town of Shelburne
- Town of Lockeport
- Region of Queens Municipality
- Municipality of the District of Lunenburg
- Town of Bridgewater
- Town of Mahone Bay
- Town of Lunenburg
- Municipality of the District of Chester
- West Hants Regional Municipality



Facilities:

Within our jurisdiction, we have:

- 3 second generation municipal solid waste landfills
- 1 compost facility
- 1 material recovery facility (processes blue bags)
- 1 Construction and Demolition (Only) landfill
- 2 organics transfer stations
- 2 construction and demolition transfer stations
- 1 waste transfer station

Presented for information only as Region 6 has no responsibility in operations or administration of the facilities.

ADMINISTRATION:

1. Distribute funds Regionally:

| | | |
|----------------------|--------------------------|-------------------------------|
| a. Diversion Credits | c. Enforcement | e. Municipal Approved Program |
| b. Dairy Stewardship | d. Hazardous Waste grant | |
2. Datacall – Assist with Municipal data input and output to Nova Scotia Environment/Divert NS
3. R6RECYCLES – Manage and maintain ReCollect waste app
4. @Region6SWM – Manage and maintain social media
5. Voice on provincial initiatives:

| | |
|----------------------------------|--|
| a. Divert Nova Scotia – | b. Nova Scotia Environment – |
| i. Municipal Approved Programs | i. Policy review, Act review, Regulations review |
| ii. Enforcement | ii. Materials markets |
| iii. Municipal Adoption Funding | iii. Stewardship liaison |
| iv. Municipal Efficiency Funding | iv. Packaging/Extended Producer Responsibility |
| | v. 300 kg/capita goal |

EDUCATION:

1. Deliver the Divert Nova Scotia Contract (this is the funding source for our education programs)
 - Complete required focus area delivery to:
 - a. Institutions – Schools, hospitals and colleges
 - b. Offices
 - c. Food Services – Grocery stores, farm markets, restaurants
 - d. Specific initiatives (such as waste reduction campaign)
 - i. Other: Community Halls, business visits, compliance promotion, public spaces, information booths, council presentations, community group presentations
 - ii. Special Events – Waste Reduction Week, Compost Awareness Week, Environment Week
2. Maintain existing programs:
 - a. Schools – Compliance promotion (are they sorting properly? do they have bins/signs?), curriculum-based presentations, how to sort properly presentations, composting presentations, presentations at staff meetings
 - b. Public spaces – checking for types of containers in public spaces and the signage on the containers, working with municipal/provincial and federal parks,
 - c. Public Relations – Newspaper ads, Education/outreach, webinars, contests, media outreach
 - d. Ongoing support to Municipal outreach –assisting in the delivery of tailored education messages to whomever our stakeholders want

FINANCES

Region 6 has several goals outlined in the Inter-Municipal Agreement (Sept 2018). Two of these goals:

"To strive for an optimum balance between maximizing the long-term benefits achievable by diversion from disposal and minimizing Costs, both operating and capital, associated with implementation of the SWRM system;"

AND

"To conduct its operations equitably and in a fiscally responsible manner."

Revenues

| | |
|-------------------|---|
| Coordinator Funds | <p>ABOUT Each region is provided a stipend in exchange for contract services that support the role of a liaison on behalf of the Region and partners; Nova Scotia Environment, Divert Nova Scotia, Stewards and other regions and municipalities.</p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED An equal amount per year. Currently at \$43,286. This money offsets some of the costs associated with employing a coordinator, the office, travel and other overhead expenses.</p> <p>WHEN AND HOW OFTEN A new 3-year contract (2022-2025) has been signed. Quarterly deposits are made to the Region 6 account.</p> |
| Education Funds | <p>ABOUT Each region must deliver a set amount of program deliverables engaging residents, businesses and schools on proper waste management and promoting its environmental benefits. A portion of the contract is reserved for provincial strategic areas. In F2022, the agreed upon stipend for provincial activities was an extra \$20,000.</p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED Deliverables to specific target areas, which are revised annually, are required to be completed. An approved work plan includes an allowance for Region specific goals. Current contract is \$78,709.</p> <p>WHEN AND HOW OFTEN A plan is submitted in April for approval. The contract is drafted and issued with a 15% advance in May each year. The remainder is released based on meeting contract obligations for deliverables; 50% mid-year and 35% at year end.</p> |

| | |
|--|---|
| <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Municipal Approved Programs (MAP)</p> | <p>ABOUT Solid Waste-Resource Regulations Section 8(1) (b) <i>paying out of the Fund money to provide financial assistance and incentives under an approved program.</i></p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED Distributed based on population and eligible only towards program costs that keep waste from going to landfill. This money is not permitted to be used to offset any costs associated with the disposal of waste. The estimated revenue issued to member units is approximately \$0.75 per person.</p> <p>WHEN AND HOW OFTEN An amount is advanced to Region 6 following the AGM for Divert Nova Scotia and is distributed after the final contribution is made in February/March.</p> |
| <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Diversion Credits</p> | <p>ABOUT Solid Waste-Resource Regulations Section 8(1) (a) <i>paying a minimum of 50% of the net revenues in the Fund to provide financial support, to be divided between or among municipalities or regions based on the solid waste diverted by the municipality or region;</i></p> <p>FROM Divert Nova Scotia</p> <p>HOW IS IT CALCULATED Based on the solid waste diverted by the member municipal units. Some areas share services; in these cases, the total is paid to the service area, i.e. Municipal Joint Services, Shelburne Shared Services. Three-year average = \$16.67 per tonne diverted</p> <p>WHEN AND HOW OFTEN Diversion payments are made to each area following final confirmation of the datacall numbers to Nova Scotia Environment. Typically, after January.</p> |
| <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Dairy</p> | <p>ABOUT A voluntary stewardship agreement that was developed in 2001 and has been renegotiated between the Atlantic Dairy Council and the Municipalities (Chairman of Regional Chairs) every year since</p> <p>FROM Atlantic Dairy Council</p> <p>HOW IS IT CALCULATED Based on the total tonnes of fluid milk containers¹ sent to market each year. Three-year average = \$737 per tonne</p> <p>WHEN AND HOW OFTEN The amount is negotiated each June (based on previous year data) and a cheque issued in August or early September</p> |

¹ Fluid milk – yogurt, ice cream, butter and other similar containers are not part of the program. Likewise, soy, almond and milk replacement products are also not part of the program.

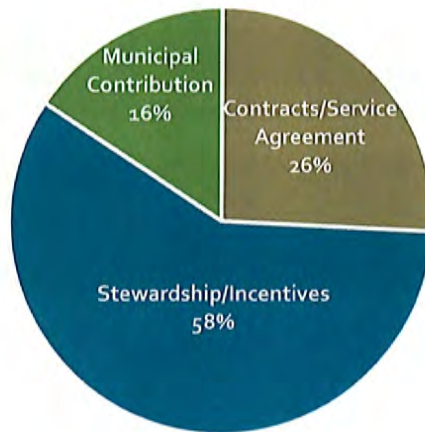
| | |
|-----------------------------|--|
| Enforcement Fund | <p>ABOUT This program began in 2009 in response to the increasing demand for support to help fund compliance outreach as more enforcement was required to supplement the education programs. Several employees within Region 6 are partially paid using this fund.</p> <p>FROM Divert Nova Scotia.</p> <p>HOW IS IT CALCULATED The region receives between \$88-\$89,000 based on a stipend (base funding plus a % for our portion of provincial population plus a percent for our portion of the land area). Within the region, it is distributed based on regional population. Each unit must demonstrate meeting the contract eligibility requirements to release the funds both from Divert Nova Scotia and within the region. Deliverables of how many complaints were followed up on and warnings or tickets issued as well as proof of expenditures for staff and equipment to complete the contract deliverables.</p> <p>WHEN AND HOW OFTEN A progress report must be submitted mid-year and a final report at year-end after which funds are released to area participants based on eligible expenses.</p> |
| Inter-Municipal Fund | <p>ABOUT This account was generated on the inception of Region 6 with \$100,000 grant from the province. That money was used to pay for a study and support the formation of the region. Since that time, a few grants had been earned (based on surplus at the RRFB at the time) and added to the account. This is a reserve fund and can be accessed based on motion of the Inter-Municipal Committee.</p> <p>FROM Region 6 - Reserves</p> <p>WHEN AND HOW OFTEN On an as needed basis and only on motion of the Inter-Municipal Committee. Past uses: Public Bins Program, Compost transport and Processing study, R6RECYCLES waste app</p> |

BUDGET (Summary)

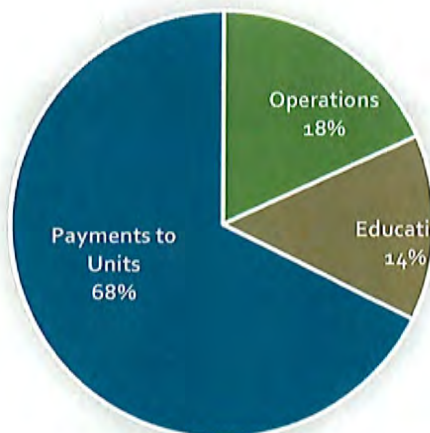
| REVENUE SUMMARY | 2024-25 Projection | 2024-25 Budget | 2025-26 Proposed Budget | % of Revenue |
|-----------------------------|--------------------|----------------|-------------------------|--------------|
| Contracts/Service Agreement | \$213,103 | \$213,103 | \$213,103 | 26% |
| Stewardship/Incentives | \$542,967 | \$520,500 | \$483,000 | 58% |
| Municipal Contribution | \$152,921 | \$152,921 | \$129,858 | 16% |

| EXPENSE SUMMARY | 2024-25 Projection | 2024-25 Budget | 2025-26 Proposed Budget | % of Expenses |
|-------------------|--------------------|----------------|-------------------------|---------------|
| Operations | \$146,599 | \$152,785 | \$154,090 | 18% |
| Education | \$115,588 | \$115,950 | \$119,530 | 14% |
| Payments to units | \$609,925 | \$609,925 | \$572,425 | 68% |

REVENUE



EXPENSES



BUDGET (Revenue)

| REVENUE | 2024-25 Projection | 2024-25 Budget | 2025-26 Proposed Budget |
|-------------------------------------|-------------------------------|---------------------------|--|
| Contracts/Service Agreements | | | |
| Education Contract | 80,392 | 80,392 | 80,392 |
| Coordinator Agreement | 43,286 | 43,286 | 43,286 |
| Enforcement Contract | 89,425 | 89,425 | 89,425 |
| Sub-total | \$ 213,103 | \$ 213,103 | \$ 213,103 |
| Stewardship/Incentives | | | |
| Dairy Stewardship | 90,000 | 90,000 | 53,000 |
| Diversions ¹ | 350,000 | 350,000 | 350,000 |
| Municipal Approved Programs | 80,500 | 80,500 | 80,000 |
| Interest | 22,467 | 0 | 0 |
| Sub-total | \$ 542,967 | \$ 520,500 | \$ 483,000 |
| Municipal Contribution | | | |
| Municipal Billing ² | 152,921 | 152,921 | 129,858 |
| Sub-total | \$152,921 | \$152,921 | \$129,858 |
| TOTAL | \$ 908,991 | \$ 886,524 | \$ 825,961 |

| EXPENSES | 2024-25 Projection | 2024-25 Budget | 2025-26 Proposed Budget |
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| OPERATING EXPENSE | | | |
| Admin Salaries and Benefits | 105,220 | 105,220 | 108,025 |
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| Travel | 2,363 | 3,000 | 2,500 |
| Training and conference | 1,356 | 2,200 | 2,000 |
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| Legal & Auditor | 9,907 | 9,500 | 10,325 |
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| EDUCATION | | | |
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| Education travel | 13,886 | 14,000 | 14,000 |
| Program materials ⁴ | 4,712 | 4,000 | 4,000 |
| Advertising | 0 | 1,000 | 1,000 |
| R6 Recycles | 12,820 | 12,780 | 13,500 |
| Inter-Municipal program expenses ³ | 0 | 0 | 0 |
| Sub-total | \$ 115,588 | \$ 115,950 | \$ 119,530 |

PAYMENTS TO UNITS

| | | | |
|----------------------------|-------------------|-------------------|-------------------|
| Enforcement Contract | 89,425 | 89,425 | 89,425 |
| Dairy Agreement | 90,000 | 90,000 | 53,000 |
| Diversion ¹ | 350,000 | 350,000 | 350,000 |
| Municipal Approved Program | 80,500 | 80,500 | 80,000 |
| Sub-total | \$ 609,925 | \$ 609,925 | \$ 572,425 |
| TOTAL | \$ 872,112 | \$ 878,660 | \$ 846,045 |

| | | | |
|----------------------------|-----------|-----------|------------|
| Revenue/Expenditure | \$ 36,879 | \$ 37,864 | -\$ 20,084 |
|----------------------------|-----------|-----------|------------|

Notes to BUDGET:

1. Dairy Credits - Dairy containers marketed is down from 130 tonnes to 71 tonnes. Queens material has been stockpiled.
2. Diversion Credits - \$6.6 million expected Provincially, down from \$7.6 million available last year.
3. Municipal Billing - this now includes two lines, the first line pays for the operations that are not covered through grant and contracted services. The second line, shows the surplus for 2023-24 which is subtracted from the first line resulting in the subtotal, showing the required Municipal Billing (see Table 1 for details).

| <i>Municipal Area Serviced:</i> | <i>2021 Population</i> | <i>% of Region</i> | <i>2025-26</i> |
|----------------------------------|------------------------|--------------------|----------------------|
| Shelburne Shared Services | 6,456 | 6.99% | \$ 9,083.22 |
| Town of Bridgewater | 8,790 | 9.52% | \$ 12,367.03 |
| Town of Mahone Bay | 1,064 | 1.15% | \$ 1,496.99 |
| Municipality of Lunenburg | 25,545 | 27.68% | \$ 35,940.35 |
| Municipality of Barrington | 6,523 | 7.07% | \$ 9,177.49 |
| Town of Clark's Harbour | 725 | 0.79% | \$ 1,020.03 |
| Municipality of Chester | 10,804 | 11.71% | \$ 15,200.61 |
| Town of Lunenburg | 2,396 | 2.60% | \$ 3,371.03 |
| Region of Queens Municipality | 10,486 | 11.36% | \$ 14,753.20 |
| West Hants Regional Municipality | 19,509 | 21.14% | \$ 27,448.05 |
| Total | 92,298 | 100.00% | \$ 129,858.00 |



Region 6 Activities Summary 2024-25

Region 6 staff are responsible to delivery Solid Waste Education and Administration throughout our 12 member municipalities. In addition to representing and liaising for the region at the provincial level and accomplishing the required activities under the Education and Regional Coordinator contracts with Divert NS, some focus areas included:

Education

- Collaboration continues with various partners on litter reduction in Parks, at schools, public event spaces, along roads, on beaches and coastlines.
- Use of social media posts and videos (What Goes Where, Let's Be Clear Litter Doesn't Belong Here and many more) aim to reduce litter, improve sorting and educate on proper waste management. Many specific training videos have been created for municipal/business use.
- In preparation for Extended Producer Responsibility (EPR) for Printed Paper and Packaging (PPP), the Queens Recyclables facility has made a transition to a 2 Bag System for sorting whereby paper products go in one bag and all other recyclables in another bag. This impacted the sorting for all Shelburne County units. Outreach continues to educate the residents on the new sorting requirements.

Enforcement

Many By-Laws have been updated to reflect new sorting requirements (2 bag recycling). Other areas touched on are privacy bags, bag limits and preparations for EPR for PPP.

Administration

- The annual fee increase in 2024 for our ReCollect Waste App was too high and after a successful adjustment, the cost was reduced and a \$,280.52 savings was recognized.
- Work continues to implement EPR for PPP with every municipality registering for the program. Next steps are for municipalities to decide whether to continue collecting residential recyclables and be compensated by the Producers or have them manage their products. Collection contract adjustments are being prepared, where necessary.
- Other EPR programs launched over the summer for Batteries, Lightbulbs and additional electronics. Work continues to make these programs convenient and accessible for all.
- Regulations for the management of pressure treated lumber and C&D Site Permit requirements, are being met or are in progress.
- Getting to 300kg/person/year disposed (garbage) consultation has been on-hold until EPR for PPP is under control. Feedback to the province has been to maximize diversion while minimizing negative impacts to our funding. No funding level changes have been discussed
- Work continues to help lessen the impact of waste generated by natural disasters (Wildfire and Flooding). Pre-planning allows faster mobilization and reduces waste going to landfill.

Christine H McClare, Regional Coordinator - Dec 17, 2024



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 January 2025.

Total number of calls for service: 12

Calls for service within the Town: 4

Calls for service in the Municipality of Shelburne protection area: 8

Calls for Mutual Aid to other Municipality of Shelburne Departments:

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

| | |
|------------|---|
| Document # | |
| D25-060 | |
| Rec'd by | |
| gw | |
| Date | |
| Feb. 13/25 | |
| COPIES TO: | |
| Council | ✓ |
| Agenda | ✓ |
| Committee | |
| | |

| <u>CALLS FOR SERVICE BREAKDOWN</u> | <u>TOWN</u> | <u>MUNICIPALITY</u> |
|------------------------------------|-------------|---------------------|
| ALARM SOUNDING | | 1 |
| MEDICAL | | 4 |
| MOTOR VEHICLE ACCIDENT | 1 | 2 |
| STRUCTURE | | |
| CHIMNEY/FLUE | | |
| VEHICLE FIRE | 1 | |
| GRASS, BRUSH, FOREST | | 1 |
| SOLID WASTE | 1 | |
| FLOOD CONDITIONS | | |
| BOATS/WATER RESCUE | | |
| PUBLIC ASSISTANCE | | |
| ASSISTANCE TO POLICE | 1 | |

DARRELL LOCKE, FIRE CHIEF

shelburnefire@gmail.com

MIKE SHAND, PRESIDENT

Waste Diversion Officer Report:

October 1, 2024 – February 1, 2025

| | |
|-------------------|-------------------------------------|
| Document # | DD5-061 |
| Rec'd by | gww |
| Date | Feb 20/25 |
| COPIES TO: | |
| Council | <input checked="" type="checkbox"/> |
| Agenda | <input checked="" type="checkbox"/> |
| Committee | <input type="checkbox"/> |
| | <input type="checkbox"/> |



Waste Diversion Officer Update

HHW

Household Hazardous Waste has been averaging 10-15 customers each Monday through the winter months. Most of the waste we receive continues to be “Lab-pack D” category, which is paint/thinners, other materials typically related to home improvements/renovations.

GFL completed a shipment in December 2024, we sent out 27 barrels of Hazardous Waste. We have been working through the backlogged materials that was collected in the Fall Household Hazardous Waste/Electronic Recycling collection day that was held in Lockeport.

We continue to find chemicals at the gate/door of the Public Works building at 243 Sandy Point Rd. Most often it is on Monday's that the site is not open, however it remains an issue on any given day.

We have sent out our first pallet of lights from the Product Care light recycling program at the Household Hazardous Waste program. The program accepts all types of light bulbs, but not the ballasts, or the fixtures. We shipped out our first pallet of lights in December and received approximately \$125.00 of revenue. This is a material that in the past we disposed of through GFL which cost 2.00\$ per 4 ft. bulb and 3.80\$ per 8 ft. bulb.

We have registered with Transport Canada's TDG Client Identification Database. We will now have to complete the Transport Canada manifest for all paint shipments moving forward. Our paint tub-skids are almost full and we will be preparing a paint shipment to go out in February/March depending on the weather. To load the paint truck we have to have a bit of dry weather to assure the forklift does not get stuck during the loading.

On October 5th, we held the Lockeport HHW/Electronics pickup and this year we had 2 trailers as opposed to 1 trailer that we brought in previous years. We filled both trailers and had a notable increase in lights brought by residents. With all the items that have been added to the Electronic Product Recycling list we also had a notable increase in electronics brought to the pickup also. The residents who attended the pickup (57 different vehicles/loads) spoke to how pleased they are that there is an option for them locally for disposal. We look forward to hosting this event next year.

Upcoming:

- Paint Pickup
- Back-logged lab-packing and light shipment
- GFL pickup in late March/April
- Review of HHW Contingency Plan to ensure it is accurate
- Promotion of the light program.

RMRF

The Regional Materials Recovery Facility (RMRF) has been steady so far this winter season, with our daily totals reaching 10-15 customers per day. The staff have been catching up on battery packing as they sorted/taped 33 boxes in the 2024 year, which is a slight increase from last year (30).

The Occupational Health and Safety committee attended the site On November 7, 2024. There were 17 compliance items that have been corrected. We installed tension cord safety rails at the C&D site at the drop points to reduce the falling hazard. We clearly painted lines to indicate that the vehicle off-loading cannot cross. We still have bumpers in place currently that are also fluorescent painted to identify the potential tripping hazard. Staff are to enforce the safety protocol at the site and are responsible for customers safety/compliance, for example no unloading while standing on the back of your truck.

On November 28, we had Southwest Refrigeration attend the site to do the annual freon removal. We were able to get the removal completed on all 200 units to ensure they were included in this year's metal-crushing.

We completed metal crushing for the 24/25 fiscal in January. This year we chose Dartmouth Metals as they provided the best pricing. The price for shred metals was down from last fiscal but the price received for lobster pots increased.

In the Spring we will be contacting Yarmouth Organics with regards to clearing out our leaf and yard drop point. Currently we have enough room to get by, but when we receive an influx of material in the Spring, we will be pressed for space due to stockpiling provisions. In the past we have disposed of leaf and yard waste with no disposal costs, however we will still need to pay to transport the materials.

The Provincial treated lumber ban started on July 4, 2025. We have been monitoring the amounts of lumber received and we are typically sending out 1-2 loads monthly, up to 3 times per month during the busier summer months. The cost of this service is significant as trucking for this material adds considerable costs.

We will be completing the Application for our Permit to Operate with Nova Scotia Environment, which will be due in March of 2025. This is to highlight the progress made towards permit compliance and items that were identified in our conditional permit to operate. We will be reviewing our RMRF contingency report to ensure that all contacts and procedures are up to date and will provide that to NSECC for annual approval.

We will be meeting with Vigilant in early February to assure all is on track for the design and build RFP that was for pile separation, canopy design and construction as well as to assure that all infrastructure at the drop-points is safety compliant under Occupational Health and Safety standards.

The wetlands assessment was completed in October of 2024. The findings of the assessment show no significant growth, or endangered flora/fauna that would impact our operations at the RMRF site and this will be provided to Nova Scotia Environment in the amended permit to operate application, this will also benefit us if we did decide in the future to expand the site/operations. We still require a water monitoring plan, surface water and wetlands assessment for our permit compliance and will be posting an RFP soon.

Rope at the C&D site is currently stock piling. Over the last 4 years we were able to recycle our rope via the Fishing Gear Coalition of Atlantic Canada. We reached out to Sonia Smith with the (FGCAC) and they have yet to secure funding. Sonia has asked the Municipality if we were to extend our partnership with them, which we will be recommending, and they will find out about their funding in late April/Early May. If the partnership is no longer funded, we will have to landfill the current rope pile to assure we are not stock-piling and start pursuing other avenues for potential recycling of this product. If we have to landfill this item it will come at considerable cost instead of the revenue that we currently receive from rope.

Upcoming:

- Permit to operate amendment
- Removal of ATV tires from rims (ongoing)
- Locating the damaged monitoring well for use or capping
- Owner's Engineer RFP (next steps)
- Water Monitoring Proposal
- Staff report for partnership with FGCAC

Education, Solid Waste Removal & Enforcement

There have been 358 waste-related calls this reporting period. The calls vary from sorting questions, missed collection pickups to neighbor disputes or by-law complaints. This reflects a reduction in calls from the last reporting period.

Compliance for the 2-blue bag collection as well as the elimination of opaque bags other than for privacy bag purposes have been in soft-launch since November. We will be strictly enforcing this in the coming months and doing education campaigns on social media to encourage compliance.

We will be working with region-6 educator Angela Taylor to assist with educational and promotional materials tailored to the Shelburne Shared Services Unit. We will be developing a door hanger that we can leave at residences to assist with education for those residents who are working when we drop by to do education. The door hanger will serve as an opportunity to communicate with residents about rejections, and other solid-waste bylaws that need

attention. It will have an area for us to hand write concerns/contact information as well as have graphics on the doorhanger that will be in line with our sorting protocol.

We have delivered 31 green carts in this reporting period. This is a normal average compared with previous years. This has always been a useful tool for assisting new residents, or to re-educate current residents about changes that have happened with the solid waste program.

This writer and Angela Taylor presented to the SRHS Environmental group in November. We fielded questions about our local programs and touched on some Provincial and National initiatives that impact our local communities, such as the Fishing Gear Coalition of Atlantic Canada funding and partnership. It was an engaging group that we look forward to meeting with and collaborating with in the future.

EPR UPDATE

Extended Producers Responsibility (EPR) is about to enter the negotiations phase where we will find out what we are being offered on a “fee per stop” model. This will be presented to council at a later date in a staff report along with a recommendation that will be presented to council regarding Opting-in or Opting-out of EPR with Circular Materials.

LITTER INCENTIVE PROGRAM

The 2024 Litter initiative has been a success again this year. We had a lot of interest initially and all the km’s had been spoken for, however we have had a few groups drop out due to scheduling conflicts, or groups that have reconsidered due to lack of interest. Most of the groups are raising monies for their respective charities or charitable organizations.

We completed the initiative in October, we had 3 groups complete 2km per group. This brought our totals to 606 bags of litter collected from initiatives that are provided by the Shared Services Unit and the Municipal Litter initiative program. We look forward to next year.



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| Document # | |
| D25-062 | |
| Rec'd by | |
| gnw | |
| Date | |
| Feb. 24/25 | |
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| Council | <input checked="" type="checkbox"/> |
| Agenda | <input checked="" type="checkbox"/> |
| Committee | |
| Wrights | |

Calls for Service (January 1 to January 31): 2025

1. **25-001. Service Request:** Responded to a concerned resident over the amount of garbage being left at yacht club parking lot. Installed cameras, made more frequent patrols. **RESOLVED.**
2. **25-002. Service Request:** Addressed a concern from resident about a deceased deer on Rd. Spoke with DNR, deer was removed. **RESOLVED.**
3. **25-003. Service Request:** Received a report of a resident feeding waterfowl on Water Street. Investigated complaint, noticed corn and seed in parking lot of apartment complex. Issued By-Law to all residents at the complex as a reminder not to feed deer or waterfowl. **RESOLVED.**
4. **25-004. Service Request:** Responded to a concern from the Shelburne Volunteer Fire Chief of resident burning garbage. Spoke with resident, delivered copy and advised them of the Fire Prevention and open Burning By-Law. **RESOLVED.**
5. **25-005. Service Request:** Noticed garbage set out for pick up that will not be picked up on regular collection days on George Street. Called property owner, informed them of waste collection rules and of our Solid Waste By-Law. **RESOLVED.**
6. **25-006. Service Request:** Issued 7 parking warnings on Water Street, under Parking By-Law, Winter Parking Ban.

Assignments:

1. Working on the review of by-laws and Policies.
2. Working on Special Constable Appointment.
3. Gathering information from Truro on Wildlife Management.
4. Deliver notices to residents for Wastewater.

Summary of Additional By-Law Officer Duties and Outcomes:

1. Complaint, 24-033, 24-063, 24-071: **ONGOING.**
2. Assisted in small IT tasks with support from G23 Technologies.

Respectfully submitted,

Dana Nash



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| Document # | D25-d02 |
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Subject: Important Notice: Prevent Sewer Blockages by Disposing of Wipes, Grease and Oil Properly

Dear Residents,

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 and Baby Wipes, as well as hot Oils, and Grease.

Baby/Sanitary wipes, although they're 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 pipes and cause major blockages over time if they aren't 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 need of further assistance, please do not hesitate to contact us.


Sincerely,

The Town of Shelburne

TOWN OF SHELBURNE

STAFF REPORT Water Utility

| | |
|------------|-------------------------------------|
| Document # | DJ5-063 |
| Rec'd by | [Signature] |
| Date | Feb. 21/25 |
| COPIES TO: | |
| Coun | <input checked="" type="checkbox"/> |
| Agenc | <input checked="" type="checkbox"/> |
| Comm | <input type="checkbox"/> |
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DATE February 21st 2025,

Dear Council Members,

This report is for the town council on the operations of the Town of Shelburne Water Treatment Plant. The plant continues to work effectively in this reporting period.

- **Water Quality:** We meet all DOE regulatory requirements by means of continuous monitoring.
- **Treatment Efficiency:** The treatment process is kept to the highest standards and is worked on continually.
- **Maintenance and Upkeep:** All maintenance is being kept up to decrease down time. We continue to wait for the electrician to hook up the pump at the water plant drying pad and heaters at the main water plant.
- **Occurrences:** On the evening of February 2nd, a water main break was discovered on Commission St. Crews began work Monday morning, but because of poor weather conditions and frozen ground the job was not completed until Wednesday February 5th. (There was 28 " of frozen ground under pavement that needed to be jack hammered before excavation could occur)
- **Compliance:** We are following and are up to date with all tests set forth by DOE. I continue to work with Mark Holden and Trevor Marriot on any issues that come up. There is nothing to report for this period.
- **Resource Management:** We try to make the process as effective as possible to eliminate waste. Weekly water samples are submitted for testing to ensure the protection of our water shed.
- **Technological upgrades:** Awaiting an electrician to replace faulty heaters, as well as quotes to replace existing steel pipes in the treatment plant with plastic. The new water meter software seems to be working well, but there are still a few things to work out.



TOWN OF SHELBURNE

- **Workforce Development:** Lead Operator and Assistant will be taking the Water Treatment exam on May 21st in Bridgewater. The assistant is trained and will be placed on the *On Call* schedule in March. Utility staff have been in talks with the coordinator at SRHS regarding their Co-op work program. We hope to have students work alongside staff to learn inner working of the utilities and participate in work activities. SRHS Co-op students also would like to tour the facilities this spring.

- **Public Concerns:** Nothing new to report

Mike Rhuland

Water Treatment Operator

902 319 9352

