



Town of Shelburne
Minutes of the Regular Council Meeting
Wednesday, December 6th, 2017 7:00 p.m.
Council Chambers, 168 Water Street, Shelburne, NS

Council Members Present

Mayor Karen Mattatall
Deputy Mayor Harold Locke
Councillor Rick Davis
Councillor Sheldon Ringer
Councillor Nolan Young

Staff Present

Dylan Heide, CAO
Julie Ferguson, Clerk

Call to Order

Mayor Mattatall called the meeting to order at 6:33 p.m.

In-Camera

Young - Locke

THAT Council go In-Camera at 6:34 p.m. to discuss:
e) Contract Negotiations

CARRIED

Council came out of In-Camera at 7:05 p.m. There was no business arising from In-Camera.

Approval of the Agenda

Locke – Davis

THAT the Agenda for the Regular Town Council Meeting of December 6th, 2017 be approved with the addition of 11 (a) New Business – Christmas Turkeys and the removal of 10 (a) Staff Report – Rumble Strips for Fall's Lane.

CARRIED

Approval of the Minutes

Davis – Ringer

THAT the Minutes of the Regular Town Council Meeting held on November 15th, 2017 be approved.

CARRIED

Delegations

None

Correspondence

Action Required:

a) Nova Scotia Health Authority – Response Letter – Dialysis Unit Request

Young – Davis

THAT Staff write a letter to the Nova Scotia Health Authority stating that their response to the Town's previous letter requesting a Kidney Dialysis Unit in Shelburne is unacceptable and that residents deserve better standards of care. The letter will also include the issues of time, travel, energy, mental health and winter conditions that those people who are in need of dialysis have to deal with in order to get appropriate care. The letter will be cc'd to Minister Delorey, MLAs, Health Critics, and the NS Health Coalition. A copy will also be sent to the Media.

CARRIED

b) Minister of Community Services – Letter – Western Regional Housing Authority Board Membership

Mayor Mattatall thanked Heath Spencer for his time as Town of Shelburne representative on the Western Regional Housing Board and noted that the Town would advertise to fill our position on the board.

For Information:

c) Town of Lockeport – Fall Newsletter

d) UNSM – Board Report

e) Town of Yarmouth – Letter – Cancer Care Unit

f) Town of Yarmouth – Letter – Support for Kidney Dialysis Unit in Shelburne

g) Municipality of the district of St. Mary's – Letter – UNSM

h) Kim Masland – Letter to Bernadette Jordan – Doppler Radar

Council Items

a) Mayor Mattatall – SSREN representative

Mayor Mattatall thanked Hugh MacKay for his time as Town of Shelburne representative on the South Shore Regional Enterprise Network Board. She also thanked Pat Melanson who sat on the SSREN board as the Shelburne County member at large.

b) Mayor Mattatall – Joint Council Meeting Debrief, November 22nd

Mayor Mattatall noted that during the Joint Council Meeting, with the councils for the Town of Lockeport and the Municipality of the District of Shelburne, options for shared recreation services and the potential benefits of a Joint Service Board model for shared services were discussed and it was agreed that another meeting would follow in early 2018.

c) Mayor Mattatall – Committee Appointments 2018

Davis – Young

THAT the following appointments to internal and external boards be applied for the 2018 year:

Community Participation & Volunteerism Committee – Mayor Mattatall / Deputy-Mayor Locke

Shelburne Port Authority Committee – Mayor Mattatall / Councillor Davis

Asset Management Committee – Mayor Mattatall / Councillor Young

Library Board – Councillor Young (Alternate: Councillor Davis)

RCMP Advisory Board – Councillor Ringer / Councillor Davis

Region 6 – Councillor Davis (Alternate: Councillor Young)

Arena Board – Councillor Ringer / Deputy-Mayor Locke

SSREN – Councillor Young

CARRIED

d) Mayor Mattatall – Annual Residents Survey

Mayor Mattatall announced that the Annual Residents Survey was launched online and encouraged residents to the Town and the Municipality to participate. This new survey will be conducted normally by the Town to collect feedback from Residents. Staff will look at options for improving the map component of the survey for easier readability.

e) Councillor Young – Teleconference Gloucester Council for Season’s Greetings

Young – Locke

THAT Staff send a letter to Gloucester City Council to initiate a connection with Shelburne’s sister city.

CARRIED

f) Councillor Young – Recording Council Committee Meetings

Young – Locke

THAT Staff record and publish special meetings of Council to the Town’s Vimeo channel.

CARRIED

Committee Reports

a) Shelburne Port Authority Committee

Locke – Ringer

THAT Council write-off interest as follows:

- Bill Harris Transport Ltd \$1.98
- CCG Environmental Response \$35.73
- CCGS Viola M. Davidson \$1.13
- F.K. Warren Ltd \$85.97
- Robicheau’s Pumping Services \$7.09
- Scotia Gardens Sea Foods \$0.24
- Scotia Pelagic Inc \$0.36
- Seaboard Liquid Carriers \$4.25
- Sterling Fuels Limited \$5.39
- True North Salmon Co Ltd \$23.63

CARRIED

Locke – Davis

THAT the Town send the following accounts to collections for non-payment:

- Acadia First Nations \$150.42 plus interest
- Hammond, Kimball \$371.13 plus interest
- Kelly Cove Salmon \$1,530.31 plus interest
- Langthorne, Robert W. \$518.88 plus interest
- MacDonald, Dave \$131.34 plus interest
- Marr, Jason \$372.60 plus interest
- Ocean Trout Farms \$1,197.61 plus interest

CARRIED

Locke – Ringer

THAT Council write to the Acadia First Nation to propose discussions concerning potential cooperation with the Town around the Port of Shelburne.

CARRIED

Locke – Davis

THAT Council receive the Shelburne Port Authority Committee report for November 23rd, 2017.

CARRIED

b) Community Participation and Volunteerism Committee

Locke – Davis

THAT staff put out a public call for possible names for the unnamed Town-owned parkland adjacent to the Mill Building.

CARRIED

Locke – Young

THAT Public Works be directed to put up and take down such Remembrance Day banners as are supplied by Tim Sands suitably prior to Remembrance Day.

CARRIED

Locke – Young

THAT Council receive the Community Participation & Volunteerism Committee report for November 2nd, 2017.

CARRIED

Staff Reports

a) Staff Report – Parking for Albert Acker Field

Locke – Ringer

THAT Council direct staff to establish a parking area at the Albert Acker Memorial Field on the North side of the property.

CARRIED

b) Staff Report – Decoration of Town Infrastructure Policy

Davis – Locke

THAT Council approve the Decoration of Town Infrastructure Policy as presented.

CARRIED

c) Staff Report – Media Policy Amendment

Davis – Locke

THAT Council approve the revised Media Policy as amended.

CARRIED

d) Staff Report – Town Council Committees Policy Amendment

Davis – Locke

THAT Council approve the revised Town Council Committees Policy as amended.

CARRIED

e) Staff Report – Interest – 120 Water St.

Locke – Ringer

THAT Council approve the write-off \$1,838.73 in interest owing on the 2015-16 taxes outstanding for the property located at 120 Water Street, being the difference between the interest calculated on the Commercial Tax rate and the interest which would have been calculated on the Residential Tax rate.

CARRIED

f) Staff Report – Holiday Office Hours

Young – Davis

THAT Council adopt the following holiday office procedure for 2017:

The Town Office will be closed to the public for the three regular business days between Christmas/Boxing Day and New Years. Staff will still be required to report to work and will use this time for filing, organization, reporting, etc. in preparation for the new year; time-sensitive messages to the front desk will be returned. Vacations can be used for staff not reporting to work and with the office closed to the public the minimum of two staff need not be required.

CARRIED

New Business

a) Councillor Locke – Notice of Motion – Christmas Turkeys

Councillor Locke made a notice of motion for the December 20th, 2017 Regular Council Meeting regarding gifting turkeys to Town staff as a gesture of appreciation for their work.

b) Mayor Mattatall – Nova Scotia Health Coalition Meeting

Mayor Mattatall reported on the Nova Scotia Health Coalition meeting which she attended. She reported that the Coalition was pleased with the efforts by residents to voice their concerns about the current state of health care in the Shelburne area.

c) Mayor Mattatall – Opportunity to share health stories with Rob Stork

Mayor Mattatall informed Council that Rob Stork would be holding a session at the Town Office to record stories from individuals about their experiences with the current health care system on Sunday December 10th from 1-4 pm. Notice of this session will be shared via the Town's social media channels.

d) Mayor Mattatall – Notice of Motion – Letter to Gary Burrill and Jamie Bailey

Mayor Mattatall made a notice of motion for the December 20th, 2017 Regular Council Meeting regarding writing a letter to Nova Scotia NDP leader Gary Burrill and Nova Scotia PC leader Jamie Bailey, once again, in hopes of having them meet with Town Council concerning issues of local importance.

e) Mayor Mattatall – New Year's Levee

Mayor Mattatall shared information about this year's New Year's Levee, being co-hosted with the Municipality of the District of Shelburne, which will be held at the Black Loyalist Heritage Centre from 1-3pm on Monday January 1st, 2018. All are welcome to attend.

Upcoming Meetings

Thursday Dec. 7 th	CP&V	7pm
Thursday Dec. 14 th	Arena Board	4:30 pm
Wednesday Dec. 20 th	Town Council	6:30 pm
Thursday Dec. 21 st	Port Authority	7 pm
Monday Jan. 1 st	New Year's Levee	1-3pm Black Loyalist Heritage Centre
Wednesday Jan. 3 rd	Town Council	7 pm

Adjournment

Davis – Ringer

THAT the Regular Town Council Meeting for Dec. 6th, 2017 be adjourned at 8:37 p.m.

CARRIED

Mayor

Clerk