



Town of Shelburne
Minutes of the **Regular Council Meeting**
Monday, March 18th, 2019, 7:00 p.m.
Council Chambers, 168 Water Street, Shelburne, NS

Council Members Present

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

Staff Present

Darren Shupe, CAO
Julie Ferguson, Clerk
Jane Crowell, Finance Manager

Call to Order

Mayor Mattatall called the meeting to order at 7:00 pm.

Approval of the Agenda

THAT the Agenda for the Regular Town Council Meeting of March 18th, 2019 be approved with the addition of Council Items 8(b) Councillor Young – Joint Port Structure Letter, 8(c) Councillor Locke – Port Authority Minutes and 8(d) Councillor Ringer – Letter to NSHA.

CARRIED

Approval of the Minutes

Young - Locke

THAT the Minutes of the Regular Town Council Meeting held on March 5th, 2019 be approved.

CARRIED

Locke – Young

THAT the Minutes of the Special Town Council Meeting held on March 5th, 2019 be approved.

CARRIED

Davis – Ringer

THAT the Minutes of the Special Town Council Meeting held on March 18th, 2019 be approved.

CARRIED

In-Camera

MGA Section 22 (b) setting a minimum price to be accepted by the municipality at a tax sale.

Davis – Young

THAT Council go in-camera at 7:05 p.m.

CARRIED

Mayor Mattatall declared a conflict of interest and left the room.

Council came out of in-camera at 7:38 p.m.

Business Arising from In-Camera

Locke – Young

THAT Council direct staff to accept the total outstanding balance for each of the tax sale tender properties as the minimum bid.

CARRIED

Proclamations

None

Delegations

None

Correspondence

Action Required:

a) Timothy Gillespie – Letter – Community Forests

Motion Made - No Second

THAT Council write to Minister Rankin asking for a public consultation.

Withdrawn

b) Cyndi Harding – Letter – Dangerous and Unsightly Case # 1

Locke – Davis

THAT Council accept the recommendation of the Bylaw Officer to extend the deadline for Ms. Harding to have the derelict trailer demolished by June 1st, 2019. As Council has noted that the trailer is a danger, if Ms. Harding has not completed the demolition by June 1st, 2019, Council will proceed with further action to remedy the situation as noted in the proposed “Order to Remedy Case #1”.

CARRIED

For Information:

c) Western Counties Regional Library Board Minutes

d) PVSC – Letter

e) Sadie Toulany – Email – CNSOPB Update

f) Janet Knox – Letter – Response to Parking Costs at Roseway Hospital

g) Janet Knox – Letter – Response to ER Closure at Roseway Hospital

h) Town of Clark’s Harbour – Letter - HST

Council Items

a) Councillor Young – Review of Local Improvement Bylaw

Young – Locke

THAT staff review the Local Improvement Bylaw and create a report to streamline investment.

CARRIED

b) Councillor Young – Joint Port Structure Letter

Young – Davis

THAT Council write a letter to the Municipality of the District of Shelburne and the Town of Lockeport requesting financial assistance for the port due to the economic benefit to the region and to negotiate a new regional joint port structure.

CARRIED

c) Councillor Locke – Port Authority Minutes

Locke – Davis

THAT Council approve the recommended write-offs for the marine terminal as follows:

ACADIA BAND	\$32.02
CLEARWATER FLEET OPERATIONS	\$1,397.40
DODDS, TRACY	\$100,665.72
F.K. WARREN LTD	\$184.39
HAMMOND, KIMBALL	\$516.06
KELLY COVE SALMON	\$1,329.17
MARR, JASON	\$536.91
PEPCO LTD	\$31.76
SUPERPORT MARINE SERVICES LTD	\$15.50
YARMOUTH SEA PRODUCTS LIMITED	\$13.08
CARRIED	

d) Councillor Ringer – Letter to NSHA

Ringer – Young

THAT Council write to the Nova Scotia Health Authority requesting that when the NSHA holds a meeting in the area, that all Councils are invited to participate.

CARRIED

Staff Reports

a) Monthly Report

Council reviewed the Monthly Report.

b) Year to Date Financial Report

Council reviewed the Year to Date Financial Report.

c) February Fire Department Report

Council reviewed the February Fire Department Report.

d) Building Inspection Report

Council reviewed the Building Inspection Report.

e) Staff Report – Policy Update – Distribution of Compost Containers

Davis – Young

THAT Council approve the updated Distribution of Organic Collection Containers Policy.

CARRIED

f) Staff Report – Policy Update – Municipal User Fees Policy

Locke – Davis

THAT Council approve the amendments to the Municipal User Fees Policy.

CARRIED

g) Staff Report – Review of Council Assignments to Staff

Locke – Young

THAT Council approve the recommendations for the Council Assignments to Staff as per the CAO's report.

CARRIED

h) Staff Report – General & Water Utility Write-offs 2018/19

Davis – Locke

THAT Council approve the following recommended accounts be written off for 2018/19:

E. Doucette Construction Inc	\$20.00
Wayne S. Rideout	\$20.00
John Hartley	\$50.59
South Shore Regional Enterprise Network	\$475.78
James Buchanan	\$82.42
3021386 Nova Scotia Limited	\$1400.00
Bowood Corporation Inc	\$8,401.86
David Macintosh	\$408.68
Douglas White	\$375.93
Kevin Hatfield	\$67.21
CARRIED	

New Business

a) Mayor Mattatall – SCEEMO Membership

Mayor Mattatall notified Council that they will need 2 member, aside from herself, to be members of SCEEMO for quarterly meetings. Councillor Young put his name forward as a member and Councillor Davis put his name forward as an alternate.

b) Mayor Mattatall – Ship Source Oil Pollution Fund

Mayor Mattatall announced that she has been invited to be a speaker at the Ship Source Oil Pollution Conference in Ottawa this May. Her travel and accommodations will be paid for by the conference.

Adjournment

Locke

THAT the Regular Town Council Meeting of Monday, March 18th, 2019 be adjourned at 8:18 p.m.

CARRIED

Mayor

Clerk