



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
Monday, September 16<sup>th</sup>, 2019, 7:00 p.m.  
Council Chambers, 168 Water Street, Shelburne, NS

**Council Members Present**

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

**Staff Present**

Darren Shupe, CAO  
Julie Ferguson, Clerk

**Regrets**

Councillor Rick Davis

**Call to Order**

Mayor Mattatall called the meeting to order at 7:03 p.m.

**Approval of the Agenda**

**Locke - Young**

THAT the Agenda for the Regular Town Council Meeting for Monday September 16<sup>th</sup>, 2019 be approved with the addition of items 5(b) Charlie Lyle Letter, 5(c) Kelley Rennehan Letter, and 6(d) Mayor Mattatall – Thank You Letter – Storm Crews.

**CARRIED**

**Approval of the Minutes**

**Young - Locke**

THAT the Minutes of the Regular Town Council Meeting held on September 3<sup>rd</sup>, 2019 be approved.

**CARRIED**

**Young – Ringer**

THAT the Minutes of the Special Town Council Meeting held on September 8<sup>th</sup>, 2019 be approved.

**CARRIED**

**Proclamations**

None

**Delegations**

None

**Correspondence**

**Action Required:**

**a) Charlie Lyle – Letter – Sewer Issues**

Council addressed Charlie Lyle's letter as well as the follow-up letter that arrived today, listed herein as item b. Mr Lyle had an issue with roots obstructing his sewer line which was resolved.

**b) Charlie Lyle – Letter Follow-up Sewer Issues**

Council thanked Mr. Lyle for his letter which resolved his previous letter and thanked public works for their assistance in the matter.

**c) Kelley Rennehan – Letter – Women’s Auxiliary Community Centre  
Locke – Young**

THAT Council approve Mrs. Rennehan’s request for the SVFD Ladies’ Auxiliary to use the coatroom space at the Shelburne Community Centre for storage.

**CARRIED**

**For Information:**

**d) VON Thank You Card**

**e) Invitation – Long Boat Society 10<sup>th</sup> Anniversary Celebration**

**Council Items**

**a) Mayor Mattatall – Rescindment of TBR Motion from the Council Meeting held on Sept. 3<sup>rd</sup>, 2019 for clarification**

**Locke – Ringer**

THAT Council rescind the Temporary Borrowing Resolution (TBR) Motion from the Council Meeting held on Sept 3<sup>rd</sup>, 2019 for clarification.

**CARRIED**

**b) Mayor Mattatall – Amend Capital budget due to funding announcements**

**Locke – Young**

THAT Council approves the following amendments to the 2019/20 capital budget:

-19/20 Community Centre Facility Upgrades previously budgeted as 170,000 with 85,000 from borrowing and 85,000 from ACOA-now budgeted as 188,972 with 37,794 from borrowing and 151,178 from ACOA

-19/20 Storm Surge Protection Study removed from budget due to withdrawal of FRIIP application

-19/20 Terminal Upgrades previously budgeted at 800,000 with 56,000 from borrowing and 744,000 from Rural/Northern- now budgeted at 859,742 with 200,000 from borrowing and 659,742 from ACOA and Province of Nova Scotia

-22/23 SVFD Vehicle previously budgeted at 300,000 with 125,000 from borrowing and 175,000 from MDS- now budgeted at 300,000 with 150,000 borrowing and 150,000 from MDS as per approved Fire Services Agreement

**CARRIED**

**c) Mayor Mattatall – Temporary Borrowing Resolution  
Young – Locke**

WHEREAS Section 66 of the Municipal Government Act provides that the Town of Shelburne, subject to the approval of the Minister of Municipal Affairs, may borrow to expend funds for a capital purpose authorized by statute;

AND WHEREAS clause 65(A) (1)(a) of the Municipal Government Act authorizes the Town of Shelburne to expend funds for a municipal purpose if the expenditure is included in the capital budget or is otherwise approved by the municipality;

AND WHEREAS the specific amounts and descriptions of the projects are contained in Schedule “A” (attached);

AND WHEREAS the Town of Shelburne has included the above expenditure in the approved 2019/2020 capital budget;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Town borrow a sum or sums not exceeding Four Hundred and Twenty Four Thousand and Five Hundred Dollars (\$424,500) in total for the purposes set out above, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Town to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Municipality borrow from time to time a sum or sums not exceeding Four Hundred and Twenty Four Thousand and five Hundred Dollars (\$424,500) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding twelve (12) months from the date of the approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

**CARRIED**

**SCHEDULE A**

**TOWN OF SHELBURNE  
TEMPORARY BORROWING RESOLUTION**

\$424,500	File No. 2019-01 Various
Medical Centre	\$100,000
Marine Terminal	\$200,000
Guild Hall Signage & Improvements	\$15,000
Sailing School Facility Improvements	\$50,000

Mill Building Accessibility Upgrades	\$7,500
Beautification Project	\$17,000
Community Centre Roof / Facility Upgrades	\$35,000
<b>Total</b>	<b>\$424,500</b>

**d) Mayor Mattatall – Post Dorian Update**

Mayor Mattatall thanked everyone who came out to help during and after Hurricane Dorian including but not limited to: public works, community members, the Shelburne Volunteer Fire Department, comfort centre volunteers, Charlotte Lane, NS Rollies, the Anglican Church, EMO, Sobeys, NS Power (and visiting crews), and the tree trimming crews.

The CAO gave an update as well. He mentioned that the Town was grateful that we did not get the predicted possible storm surge and there were no major injuries. He also announced that the Town Dump would be open this week on weekdays from 12noon until 7pm and from 8am until 4pm on the weekend for Town residents to drop off brush and tree limbs.

**Locke – Ringer**

THAT Council send a thank you letter to the groups and volunteers listed above for their dedication and hard work during the storm.

**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) Visitor Information Centre August Statistics**

Council reviewed the Visitor Information Centre August Statistics.

**Ringer – Young**

THAT Council send a letter to thank Hazel for her work at the VIC this season and her yearly letter to Council.

**CARRIED**

**Young – Locke**

THAT Council accept the Visitor Information Centre report for information.

**CARRIED**

**d) Shelburne Volunteer Fire Department Report**

**Locke – Young**

THAT Council accept the monthly Shelburne Volunteer Fire Department report for information.

**CARRIED**

**e) Staff Report – Summer Events 2019**

**Young – Ringer**

THAT Council accept this report for information.

**CARRIED**

**f) CAO Update – Asset Management Property Divestment (deferred from Sept. 3<sup>rd</sup>)**

The CAO gave an update on the Property Divestment initiative being considered by the Asset Management Committee. The CAO has met with the Town lawyer so seek legal advice in regards to the Ohio Rd. property regarding “Best Offer” terminology and conditions attached to the sale of the property.

**New Business**

**a) Mayor Mattatall – Cruise Ship Visit**

Mayor Mattatall reminded the public that a Cruise Ship is scheduled to visit Shelburne on Oct. 30<sup>th</sup>.

**b) Mayor Mattatall – Plaque**

Mayor Mattatall showed Council the plaque that was made, as per Deputy – Mayor Ringer’s motion, as a memorial for Donna Rheuland Guy to be presented to the owners of the Barrel Factory.

**c) Mayor Mattatall – EMO Debrief**

Mayor Mattatall mentioned that she would like to meet with EMO in order to do a post storm debrief and look at several emergency plans that should be in place for similar situations.

**d) Mayor Mattatall – Whirligig Festival**

Mayor Mattatall reminded the public of the Whirligig Festival that is going to be held on the weekend.

**e) Mayor Mattatall – Fall Town Wide Yardsale**

Mayor Mattatall reminded the public about the Fall Town Wide Yardsale that is scheduled for the first weekend in October.

**Adjournment**

**Locke**

THAT the Regular Town Council Meeting of Monday September 16<sup>th</sup>, 2019 be adjourned at 7:32 p.m.

**CARRIED**

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**Mayor**

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**Clerk**