



Town of Shelburne
Minutes of the **Regular Council Meeting**
Monday, November 4th, 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

Call to Order

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

Approval of the Agenda

Locke - Davis

THAT the Agenda for the Regular Town Council Meeting of November 4th, 2019 be approved with the removal of item 8 (g) Councillor Davis – Shelburne Industrial Park, and the addition of item 8 (g) Councillor Ringer – Cost Overrun on Vehicle.

CARRIED

Approval of the Minutes

Young - Ringer

THAT the Minutes of the Regular Town Council Meeting held on October 21st, 2019 be approved.

CARRIED

Davis – Locke

THAT the Minutes of the Emergency Town Council Meeting held on October 28th, 2019 be approved.

CARRIED

In – Camera Session

Young – Ringer

THAT Council go In-Camera at 7:03 p.m., under the MGA Section 22, to discuss (e) Contract Negotiations.

CARRIED

Council came out of In-Camera at 7:15 p.m.

Business Arising From In-Camera Session

Locke – Davis

THAT Council accept the G.W Doucette bid for repairs to the marine terminal for \$748,060.63 with a completion date of February 28th, 2020.

CARRIED

Proclamations

- a) **November 11th – Remembrance Day**
- b) **November 15th – National Philanthropy Day**
- c) **3rd Week of November – Municipal Awareness Week**

Delegations

None

Correspondence

Action Required:

- a) **Kim Arcon – Letter – Land Use Bylaw
Ringer – Young**

THAT the CAO meet with Kim Arcon and develop a staff report regarding secondary suites / detached accessory buildings for habitation, to bring back to Council by the first meeting in December.

CARRIED

For Information:

- b) **Delegation Request - Rejected**

Council Items

- a) **Mayor Mattatall – Appointment of Deputy Mayor – Deputy Mayor Young
Locke – Davis**

THAT Councillor Young be appointed Deputy Mayor for the remainder of 2019 – 2020 term.

CARRIED

- b) **Mayor Mattatall – Noise Bylaw Exemption Request
Ringer – Locke**

THAT Council grant an exemption of up to 6 months specific to the request that was presented to Council by a resident.

CARRIED

- c) **Councillor Young – Borrowing Policy
Young – Davis**

THAT Council ask staff to do a report regarding a policy for borrowing solely for infrastructure projects.

CARRIED

- d) **Councillor Young – Mill Stone
Young – Davis**

THAT Council consider creating a piece of public art from the mill stones from where the former mill used to be at Fall's Lane / Ohio Rd.

CARRIED

Young – Locke

THAT the Mill Stone request be added to the CP & V agenda for November 2019.

CARRIED

- e) **Councillor Young – Gloucester Tree Tourism Materials
Young – Locke**

THAT Council ask staff to include brochures and tourism materials with the Gloucester tree.

CARRIED

f) Councillor Locke – Sale of Surplus Properties (deferred)

Locke – Young

THAT the sale of surplus properties recommended be done with the 3 real estate agents who gave pre-appraisals and that they be asked to pick a number which corresponds to a number designated to each property in a lottery;

AND THAT the commission for the sale of these properties be 10%;

AND THAT the properties be listed with the addition of this 10% commission as the pre-appraisal values were often lower than the PVSC assessments.

CARRIED

g) Councillor Ringer – Cost Overrun Vehicle

Ringer – Young

THAT Council approve the overture of expense on the 1 ton public works truck from gas tax or the operating reserve.

CARRIED

Committee Reports

a) RCMP Advisory Board

Council would like to remind residents that they need to slow down and move over when coming across RCMP or EMS on the road.

Ringer – Davis

THAT Council accept the report from the RCMP Advisory Board.

CARRIED

b) CP & V

Locke – Young

THAT Council approve the concept for Mr. Hartigan's Rudolph's Wharf development project.

CARRIED

Young – Locke

THAT Mr. Hartigan be given permission to complete the bait shed portion of the project.

CARRIED

c) Shelburne Port Authority

Shelburne Port Authority did not meet.

d) Asset Management

The Asset Management Meeting was moved to November 20th, 2019.

Staff Reports

a) Staff Report – Street Activity Policy Amendments

Locke – Young

THAT Council approve the amendments to the Street Activity Policy with an edit to section 7.8 (f) "recommends" rather than "must".

CARRIED

b) Staff Report – Low Income Property Tax Exemption

Davis - Locke

THAT Council agree that the 2019/20 Low Income Property Tax Exemption is now closed due to the budget being met and will consider modifications to the policy during 2020/21 budget process to accommodate the increased need by qualified applicants.

CARRIED

c) Staff Report – VIC Stats October 2019

Council reviewed the October report from the Visitor Information Centre.

New Business

a) Councillor Locke – Access to Dories

Councillor Locke mentioned that part of Mr. Hartigan’s Rudolph’s Wharf plans would eventually include a potential floating dock with better access to the dories.

b) Councillor Young – Cruise Ship Visit

Councillor Young thanked all of the people who helped with the Cruise Ship visit on October 30th. Mayor Mattatall also thanked all of the volunteers and businesses that helped make the Cruise Ship Visit a success and mentioned that the Mill Building Tours were a popular attraction.

c) Mayor Mattatall – Congratulations to the SRHS Sr. Soccer Team

Mayor Mattatall congratulated the SRHS Sr. Soccer Team who played well in the championships.

Upcoming Meetings

Thursday Nov. 20	Asset Management	7pm	Council Chambers
Thursday Nov. 14	CP & V	7pm	Council Chambers
Monday Nov. 18	Town Council	6:30 pm	Council Chambers
Thursday Nov. 21	Port Authority	7pm	Council Chambers

Adjournment

Davis - Locke

THAT the Regular Town Council Meeting of be adjourned at 8:05 p.m.

CARRIED

Mayor

Clerk