



**Town of Shelburne**  
Minutes of the **Budget Council Meeting**  
Thursday, April 30th, 2020  
Virtual Meeting Via ZOOM, 5 p.m.

**Council Members Present**

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

**Staff Present**

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

**Call to Order**

Mayor Mattatall called the meeting to order at 5:04 p.m.

**Approval of the Agenda**

**Young - Ringer**

THAT the Agenda for the Budget Town Council Meeting of April 30<sup>th</sup>, 2020 be approved with the addition of an in-camera session to discuss MGA 22 (c) Personnel.

**CARRIED**

**In-Camera Session**

**Young – Davis**

THAT Council go in-camera at 5:06 p.m. to discuss MGA 22(c) Personnel.

**CARRIED**

**Council came out of in-camera at 5:17 p.m.**

Mayor Mattatall explained that the reason for the in-camera session was to discuss an interim replacement for the CAO as Darren Shupe has resigned effective May 31<sup>st</sup>, 2020.

**\*Councillor Davis had to leave the meeting with regrets**

**Council Items: Budget Deliberations**

**a) Low Income Property Tax Exemption Policy Program Review**

Finance Manager, Jane Crowell, discussed her report regarding the proposed changes to the Low Income Property Tax Exemption Policy Program. Council discussed the suggested changes.

**Locke – Ringer**

Due to the current financial constraints facing the Town, Council accepts the following changes to the Low Income Property Exemption Policy in order to meet the needs of more taxpayers while still offering assistance during a reduced budget:

Budget cap from 20,000 to 15,000

- Deadline for applications as of November 30th of each to be adhered to, in the past any late submissions were accepted if the budget had not been met

- Graduated rebates to be reduced as follows-

Total household income of \$22,976 or less will qualify for a rebate of \$400.

Total household income of \$22,977 to \$28,720 will qualify for a rebate of \$200.

Total household income of \$28,721 to \$34,464 will qualify for a rebate of \$100.

**CARRIED**

**b) Review of Grants to Organizations**

Council reviewed the Grants to Organizations list for 2020-2021 with recommendations from the Finance Manager.

**Locke – Ringer**

THAT Council rescind the motion of September 2015 regarding funding to match fundraising monies to the Shelburne Historical Society through Grants to Organizations.

**CARRIED**

**Locke – Young**

THAT Council write to the Shelburne Historical Society informing them of the rescindment of the September 2015 motion and instruct them to apply through the usual process for organizations seeking funding in future years.

**CARRIED**

Council discussed asking the Curling Club about membership of Town residents and Municipal residents to potentially fund according to population.

Council discussed reaching out to SW Nova Transit to inquire about receiving more information about the ride subsidy vs. operating expenses in regards to Town resident use.

The finance manager will adjust the numbers accordingly based on the discussion with Council in regards to Grants to Organizations.

**c) King Street Centre**

Discussion was held regarding the King Street Centre repair issues and the request from the Municipality of the District of Shelburne for a 10 year lease before contributing to the necessary repairs. The Finance Manager proposed having a meeting with the King Street Centre day care group. Council would like to see the Municipality support repairs as more than half of users live in the municipality. Mayor Mattatall also brought up the accessibility legislation costs that would be required for the building to meet standards.

**Next Budget Meeting: Thursday May 7<sup>th</sup>, 2020 @ 5pm via Zoom**

**Adjournment**

**Locke**

THAT the Budget Town Council Meeting of Monday April 30<sup>th</sup>, 2020 be adjourned at 6:33 p.m.

**CARRIED**

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**Mayor**

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**Clerk**