



Town of Shelburne
Minutes of the Regular Council Meeting
Monday, April 6th, 2020
Virtual due to COVID – 19 Regulations
7pm

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

Call to Order

Mayor Mattatall called the meeting to order at 7:05 p.m.

Approval of the Agenda

Young - Davis

THAT the Agenda for the Regular Town Council Meeting be approved with the addition of items 3(d) labour relations and 3(h) public security to the in-camera section.

CARRIED

In-Camera Session

MGA Section 22:

- c) personnel matters**
- d) labour relations**
- h) public security**

Ringer – Locke

THAT Council go in-camera at 7:07 p.m.

CARRIED

Council came out of in-camera at 8:09 p.m.

Business Arising from in-camera

Davis – Locke

THAT Council send a thank you letter to Nicole Bishop for her years of service as the Customer Service Representative for the Town of Shelburne and wish her the best of luck in her future endeavours.

CARRIED

Approval of the Minutes

Locke - Davis

THAT the Minutes of the Regular Town Council Meeting held on March 16th, 2020 be approved.

CARRIED

Proclamations

- a) **Parkinson's Awareness Month – Month of April**
- b) **National Poetry Month – Month of April**
- c) **World Autism Awareness Day – April 2nd, 2020**
- d) **Volunteer Week – 2nd Week of April (likely postpone local event due to COVID-19)**
- e) **World Book and Copyright Day – April 23, 2020**
- f) **Journey to Freedom Day – April 30th, 2020**
- g) **National Organ and Tissue Donor Week – Last week of April**

Delegations

None

Correspondence

Action Required:

- a) **Minister Porter – Letter – Tax Study**

Davis – Young

THAT Council accept the letter from Minister Porter for information.

CARRIED

- b) **Ulrich Peter Huhmer – Letter – Taxes**

Locke – Davis

THAT Council accept the letter from Ulrich Peter Huhmer for information and that staff respond to his questions regarding property taxes.

CARRIED

- c) **Dept. of Municipal Affairs and Housing – Letter – Approval of Land Use Amendment – Accessory Dwellings**

The CAO noted that he has informed the resident who was interested in this amendment of the approval.

Young – Locke

THAT Council accept the letter of approval for the amendment of the Land-Use Bylaw regarding Accessory Dwellings.

CARRIED

For Information:

- d) **Minister Furey – Accessibility Act**

Council Items

- a) **COVID – 19 Update**

Meetings

The CAO notified residents that Town Council meetings would be taking place using the ZOOM platform until further notice. If issues arise that demand the attention of various council committees, they will be addressed at that time and alternative means of meeting will be discussed.

Provincial Mandate

The CAO reminded residents that the Town Parks are closed but the walking trail remains open. Please use safe social distancing practices when walking on the trail.

Town Hall & Service Delivery

The CAO updated the public that the Town Hall will remain closed at this time but staff are working in the office or from home offices. Residents can reach the Town Hall via telephone, email, or message with questions. Town Hall will put up an update soon regarding the payment of tax bills. All Town facilities are closed to the public at this time. Public Works will respond to essential calls only. The Water and Wastewater plants are continuing regular operations and testing procedures. The CAO recommended to Council that the tax bill deadlines should be extended until June 30th with interest for the month deferred until July 30th. In regards to water bills, the Town needs to contact the UARB for permission to defer interest payments. The Town will not be cutting off any water accounts at this time.

Davis – Locke

THAT the Town extend the tax bill payments deadline to June 30th and waive the monthly interest charges.

CARRIED

b) Mayor Mattatall – CBC Article – Wastewater Plant Funding

Davis – Ringer

THAT Council write to the province of Nova Scotia requesting similar support to that which Cape Breton Regional Municipality received to pay for their mandated wastewater plant infrastructure upgrades.

CARRIED

c) Councillor Davis – Staffing Levels

Councillor Davis asked to defer his motion regarding staffing levels to the Budget Meetings.

Staff Reports

None

Committee Reports

a) CP & V

Locke – Davis

THAT people who are nominated for volunteer of the month must be a resident of the Town of Shelburne or the Municipality of the District of Shelburne;
AND THAT they must volunteer for events, organizations, or functions within the Town of Shelburne or the Municipality of the District of Shelburne.

CARRIED

Davis – Young

THAT Council accept the CP & V report.

CARRIED

b) Shelburne Port Authority Committee

Councillor Locke reported that the work on the terminal is moving forward with an estimated completion for the end of May if all goes smoothly.

Locke – Davis

THAT Council accept the Shelburne Port Authority Committee report.

CARRIED

c) Audit Committee – did not meet

New Business

a) Mayor Mattatall – COVID -19

Mayor Mattatall reminded residents to listen to the Premier and Dr. Strang as they give updates regarding the COVID-19 virus and that residents adhere to safety precautions that are in place across the province in order to help flatten the curve.

Upcoming Meetings

Monday April 20th Town Council Virtual

Adjournment

Locke

THAT the Regular Town Council Meeting of Monday April 6th, 2020 be adjourned at 8:50 p.m.

CARRIED

Mayor

Clerk