



Town of Shelburne
Minutes of the Regular Council Meeting
Tuesday, May 19th, 2020
Virtual 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
Ken Smith, Interim CAO

Call to Order

Mayor Mattatall called the meeting to order at 5:06 p.m.

Approval of the Agenda.

Locke - Young

THAT the Agenda for the Regular Town Council Meeting be approved with the addition of Delegation (a) SHYC – Rob Stork and Brian Wilson, item 5(c) Email – Marilyn Hay, 5(g) Environmental & Science Engineering Magazine, 7(e) Staff Report – Public Art Policy Amendments, and 7(f) Staff Report – Low Income Property Tax Exemption Policy Amendments.

CARRIED

Approval of the Minutes

Locke - Davis

THAT the Minutes of the Regular Town Council Meeting held on May 4th, 2020 be approved.

CARRIED

Young – Ringer

THAT the Minutes of the Budget Meeting held on May 14th, 2020 be approved.

CARRIED

Delegations

a) SHYC – Rob Stork & Brian Wilson

Rob Stork and Brian Wilson presented to Council regarding the change to Shelburne no longer being a port of entry for CBSA due to COVID -19 safety concerns. The delegates included a fact sheet about why this is detrimental to the Town of Shelburne (attached). Mr. Stork mentioned 2 safety issues that arose over the weekend due to this change with boaters having issues obtaining fuel /supplies in Yarmouth and one boat being caught on lobster fishing gear.

Council discussed writing to various levels of government and surrounding units to ask for Shelburne to regain its port of entry status as the SHYC has safety protocols in place to deal with incoming boats, room to tie up vessels, and can support the supplies needed for travellers. The next 2 months will see many boaters returning to Canada before storm season so this is a time sensitive issue.

Mr. Stork and Mr. Wilson will be meeting with the Council of the Municipality of the District of Shelburne this evening and will ask the same of them.

Correspondence

Action Required:

a) Arena – Letter – Deficit Request

Davis – Ringer

THAT Council respond to the Arena board stating that they have reviewed the request and will be proposing a 20/80 split on costs (Town 20% / MDS 80%) based on population.

CARRIED

b) Yarmouth Hospital Foundation – Letter – Funding Request

Davis – Ringer

THAT Council write to the Yarmouth Hospital Foundation stating that due to financial constraints, the Town will not be able to grant funding at this time.

CARRIED

c) Email – Marilyn Hay – Dissolution Questions

Council reviewed the email from Municipal Advisor Marilyn Hay regarding their questions about dissolution. Councillors were encouraged to reach out to Ms. Hay with any specific questions that they might have.

For Information:

d) Cannabis Prospect Magazine (available at Clerk's Office)

e) Department of Municipal Affairs and Housing – Letter – COVID-19 Bulletin

f) Environmental & Science Engineering Magazine (available at Clerk's Office)

Council Items

a) CAO Transition

The CAO introduced Ken Smith as the Interim CAO. Mr. Smith joined Council for the virtual meeting and will begin his term as Interim CAO starting June 1st, 2020. Council welcomed Mr. Smith and remarked on his previous work with the Municipality of the District of Shelburne and the Municipality of Barrington, confident that he would do a great job in Shelburne.

Staff Reports

a) Monthly Report

Locke – Young

THAT Council accept the monthly report for information.

CARRIED

b) Year to Date Financials

Finance Manager, Jane Crowell, will present updated finances during the budget discussion on Thursday.

c) April Building Report

Davis – Locke

THAT Council accept the April Building Report for information.

CARRIED

d) Fire Department Report

Davis – Locke

THAT Council accept the Fire Department Monthly Report for information.

CARRIED

e) Staff Report – Public Art Policy Amendments

Locke – Davis

THAT Council approve the amendments to the Public Art Policy as presented.

CARRIED

f) Staff Report – Low Income Property Tax Exemption Policy Amendments

Young – Ringer

THAT Council defer the staff report until June 1st, 2020, after the budget has been passed.

CARRIED

New Business

a) CAO – NSFM & Covid -19 Update

The CAO noted that the office will remain closed until June 1st, 2020. When the office does re-open to the public, the hours will be reduced from 10-2 based on staff shortages. The election will go forward in October 2020 and the Town is still advertising for a Returning Officer.

b) Mayor Mattatall – Non-Profits affected by COVID -19

Mayor Mattatall noted that many non-profit groups will be affected by COVID-19 due to an inability to do fundraisers.

Adjournment

Locke

THAT the Regular Town Council Meeting of Tuesday, May 19th, 2020 be adjourned at 6:37 p.m.

CARRIED

Mayor

Clerk