



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
Monday, June 1<sup>st</sup>, 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**

Ken Smith, Interim CAO  
Julie Ferguson, Clerk

**Call to Order**

Mayor Mattatall called the meeting to order at 5:05 p.m.

**Approval of the Agenda**

**Locke - Young**

THAT the Agenda for the Regular Town Council Meeting of June 1<sup>st</sup>, 2020 be approved with the addition of Council Item 7(d) Mark Peck – TBR Letter.

**CARRIED**

**Approval of the Minutes**

**Davis - Locke**

THAT the Minutes of the Regular Town Council Meeting held on May 19<sup>th</sup>, 2020 be approved.

**CARRIED**

**Young - Ringer**

THAT the Minutes of the Budget Town Council Meeting held on May 21<sup>st</sup>, 2020 be approved.

**CARRIED**

**Locke - Davis**

THAT the Minutes of the Special Town Council Meeting held on May 26<sup>th</sup>, 2020 be approved.

**CARRIED**

**Proclamations**

- a) National Aboriginal History Month
- b) Canadian Armed Forces Day – June 7<sup>th</sup>, 2020
- c) National Aboriginal Day – June 21<sup>st</sup>, 2020
- d) National Day of Remembrance for Victims of Terrorism – June 23<sup>rd</sup>, 2020
- e) Canadian Multicultural Day – June 27<sup>th</sup>, 2020

**Delegations**

None

**Correspondence**

**Action Required:**

None

**For Information:**

- a) Email – Kim Masland – Port of Entry
- b) Letter – Municipality of the District of Shelburne – Port of Entry

**Council Items**

- a) **Appointment of Andrew Goreham as Development Officer**

**Davis – Young**

THAT Council recommend the appointment of Andrew Goreham as the Development Officer, subject to approval from the Municipality of the District of Shelburne.

**CARRIED**

- b) **Compass NS Project – Taxes, Permit Fees, Deed Transfer Tax, Water Issues**

Council asked staff to look into the costs that were discussed during the Special Town Council Meeting with Compass NS in regards to 28 John Street and to present a simple Staff Report for the June 15<sup>th</sup>, 2020 meeting for Council's information.

- c) **Passage of the 2020-21 Operating and Capital Budgets**

**Locke – Davis**

THAT Council approve the 2020/21 General Operating Budget as presented with the following tax rates –

Residential / Resource Tax Rate of \$2.06 per \$100 of assessment

Commercial Tax Rate of \$3.88 per \$100 of assessment

Sewer Charge of \$260 per unit

Solid Waste Charge of \$257.49 per unit

Daily Interest at 15% per annum

**CARRIED**

**Locke – Davis**

THAT Council approve the 2020/21 Five Year Capital Budget as presented.

**CARRIED**

- d) **Letter – Mark Peck – TBR decision**

**Young – Ringer**

THAT the CAO follow up with Mark Peck to discuss potential options with respect to the Temporary Borrowing Resolution decision and the Municipal Loan Program.

**CARRIED**

**Staff Reports**

- a) **Staff Report – Municipal Election 2020**

**Davis – Young**

THAT Council appoint Ken Smith as Returning Officer for the October 2020 election.

**CARRIED**

**Locke – Davis**

THAT Council authorize the CAO to enter into the Information Sharing Agreement with Elections Nova Scotia to use the Provincial List of Electors as its preliminary list.

**CARRIED**

**Davis – Locke**

THAT Council support the recommendation of the CAO to ensure that the upcoming election is conducted solely by Alternative Voting (ie telephone and internet).

**CARRIED**

**New Business**

**a) Councillor Davis – Welcome to Ken Smith as Interim CAO**

Councillor Davis welcomed Ken Smith to the position of Interim CAO and thanked him for offering to fill the CAO position on a temporary basis. Interim CAO Ken Smith brings experience acting as an Interim CAO in neighbouring communities and also as a former CAO of Bridgewater.

**b) CAO – First Day Review**

The CAO reported to Council about his first day as the Interim CAO, stating that he was pleased to see a manageable flow of residents using the office for payments and thanking the outgoing CAO, Darren Shupe, for giving him a good transition experience.

**Adjournment**

**Locke**

THAT the Regular Town Council Meeting of Monday June 1<sup>st</sup>, 2020 be adjourned at 5:58 p.m.

**CARRIED**

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**Mayor**

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**Clerk**