



Town of Shelburne
Minutes of the Regular Council Meeting
Monday, July 6th, 2020
5 p.m. VIA ZOOM
Council Chambers, 168 Water Street, Shelburne, NS

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 5:00 p.m.

Approval of the Agenda

Davis - Young

THAT the Agenda for the Regular Town Council Meeting of July 6th, 2020 be approved with the addition of items 6(a) Petition – Noise and 8(e) CAO – Update on Staffing & Office Hours.

CARRIED

Approval of the Minutes

Locke - Davis

THAT the Minutes of the Regular Town Council Meeting held on June 15th, 2020 be approved.

CARRIED

Proclamations

- a) **Pride Week – July 16-26**
- b) **National Drowning Prevention Week – July 19-25**

Delegations

None

Correspondence

Action Required:

a) Petition – Noise Pollution (ATV use and after-market mufflers)

Council discussed the petition, signed by 56 residents, in regards to illegal OHV use on Town streets and vehicles with after-market mufflers racing through Town streets at night. SOT tickets were discussed in regards to the Noise Bylaw. The Town Clerk will ask the Department of Justice if the Town would be able to register a single bylaw for SOTs and then add additional bylaws at a later date. Council asked that a copy of the petition be sent to the RCMP.

For Information:

a) Barrington – Letter – Fire Department Training

Council asked the Town Clerk to share this letter with the Shelburne Volunteer Fire Department for reference.

- b) **Glen Pavelich – Email – 5G Deployment**
- c) **Shelburne Regional High School – Thank You Letter – Bursary**

Council Items

a) Alternative Voting Bylaw

Davis – Ringer

THAT Town Council endorse the intent of the new Alternative Voting Bylaw as presented in this report and proceed with first reading, scheduling second reading of the bylaw at a Special Town Council Meeting to be held on August 4th, 2020;

AND that staff be authorized to publish all public notices pursuant to Section 168 of the *Municipal Government Act* in this regard.

CARRIED

b) CAO Bylaw

Young

THAT the CAO Bylaw be amended in wording for section 7(g) to state “in a timely fashion”.

WITHDRAWN

Davis – Locke

THAT Town Council endorse the intent of the CAO by-law as presented in this report and proceed with first reading; schedule a second reading of the by-law at a special Town Council meeting to be held on August 4th, 2020;

AND that staff be authorized to publish notices pursuant to Section 168 of the *Municipal Government Act*.

CARRIED

c) Mayor Mattatall – Tax Deferral Program Decision

Mayor Mattatall asked Council for an update regarding the Tax Deferral Program and public interest. The CAO mentioned that he had spoken with Municipal Affairs regarding the program and the Town’s ability to participate, which at that time, didn’t seem possible. The CAO has been speaking with the finance department at Town Hall who have noted that payments have been coming in higher than average for this time of year and it will be revisited in the Fall.

Staff Reports

a) Staff Report – Advance and Alternative Voting Dates

Locke – Davis

THAT Town Council, for the Town of Shelburne, designate October 8th, 2020 as the first day of the alternative voting process and allow electronic and telephone voting to be available for 10 consecutive days starting at 8:00 a.m. ADT on October 8th, 2020 through to the close of the election at 7:00 p.m. ADT on October 17th, 2020 (ordinary polling day).

CARRIED

b) Staff Report – Deadline Date Amended Electors List

Davis – Young

THAT Town Council, for the Town of Shelburne, endorse the recommendation of the Returning Officer and set a deadline date of August 21st, 2020 for the completion of the Amended List of Electors.

CARRIED

c) Staff Report – Guild Hall Summer Usage 2020

Young – Locke

THAT Council waive the rental fees for booking the Guild Hall for the summer due to COVID-19 to encourage future rentals of the space. These bookings must be done through the Town Hall regular process for scheduling and notification of responsibilities of users.

CARRIED

d) Staff Report – Tree Removal

Young – Locke

THAT Council approve the written request by Ms. Perry for the removal of a tree at 46 Victoria Street.

CARRIED

e) CAO Update – Staffing & Office Hours

The CAO notified Town Council of the resignation of the Town Clerk, Julie Ferguson, with her last day being July 17th, 2020. With staffing shortages and summer vacations, the CAO recommended that Council allow the reduction of Town Hall public hours further from 12-1pm, being closed on Wednesdays. This would allow staff to continue core services until gaps can be filled. Council agreed to the CAO's request and thanked the Clerk for her years of service.

New Business

a) CAO – Splash Park

The CAO informed Council that the splash park is currently closed as it needs repairs.

b) Mayor Mattatall – Graduation Celebration

Mayor Mattatall remarked on the graduation celebration that was put on by parents of the graduates in the Community Centre parking lot. She said that it was very impressive and took a lot of planning on their part. The parents should be proud of their accomplishment and she wished congratulations to the graduating class. Councillor Locke also participated in the event and remarked on how fantastic it was.

Adjournment

Locke

THAT the Regular Town Council Meeting of Monday July 6th, 2020 be adjourned at 6:25 p.m.

CARRIED

Mayor

Clerk