



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**

Monday, November 2<sup>nd</sup>, 2020

Shelburne Community Centre, 63 King St., Shelburne, NS

**Council Members Present**

Mayor Harold Locke  
Deputy Mayor Elizabeth Acker  
Councillor Rick Davis  
Councillor Benjamin Nickerson  
Councillor Sheldon Ringer

**Staff Present**

Ken Smith, Interim CAO  
Robin Smith, Executive Coordinator

**Call to Order**

Interim CAO Ken Smith called the meeting to order at 5pm

**Swearing In**

The Oath of Allegiance and Office was administered to all Members of Council (Mayor Harold Locke, Councillors Elizabeth Acker, Rick Davis, Benjamin Nickerson and Sheldon Ringer) in accordance with MGA S.147. Judge James H Burrill of The Provincial Court of Nova Scotia witnessed the affirmations

**Approval of the Agenda**

**THAT the Agenda for the Regular Town Council Meeting be approved with the addition of a letter from African Descent Coalition (ANSDPAD) under Correspondence.**

Davis-Ringer

**CARRIED**

**Approval of the Minutes**

**THAT the Minutes of the Regular Town Council Meeting held on Monday October 5<sup>th</sup> with the correction of Brian Nickerson as Interim Town Clerk be approved.**

Ringer-Davis

**CARRIED**

**Proclamations**

**None**

**Delegations**

a) Val Kean- Municipality of the District of Shelburne, Community Development Coordinator.  
Val spoke about the many Christmas events that have been cancelled or changed due to Covid-19. With the relaxation of the public health directive surrounding public gathering limits and event organization, it is now possible for some events to take place. Val mentioned she has been in communication with the Shelburne Chamber of Commerce and local community organizations to determine the presence of Christmas activities happening in Shelburne. It was identified as a priority to have a campaign promoting shop local and she is working with local industry to organize this. Some of the events that are planned are Christmas Craft Shows, Breakfast with Santa, Christmas Stroll along Dock St, Virtual Paint Night, Kids Craft Activity along with other events TBD. The Christmas Parade, Santa at the Guild Hall and New Years Levee are currently not planned however are open for discussion to determine based on budget,

staff/volunteers, public health measures. Val mentioned how the community has stepped up and thanked everyone, noting how successful the Trunk or Treat was this past weekend. Mayor Locke offered our support and also thanked Val for all her work organizing events.

#### **Appointment of Deputy Mayor**

**THAT the position of Deputy Mayor will rotate yearly between councillors in alphabetical order beginning with Elizabeth Acker, year one, Rick Davis, year two, Benjamin Nickerson, year three, and Sheldon Ringer, year four.**

**Davis-Nickerson**

**CARRIED**

#### **Proclamations**

None

#### **Correspondence**

##### **Action Required:**

a) Letter to Province on Arena

The Municipality of Pictou County, The Municipality of the District of Shelburne, along with other units have recently approved a resolution and sent correspondence to Premier Stephen McNeil requesting the Provincial Government consider providing financial assistance to community rinks due to the negative financial impacts of Covid-19. Our local rink, Shelburne County Arena is in the same position as other small town arenas in the province.

**THAT the Town of Shelburne follow suit and send a resolution letter to Premier Stephen McNeil outlining the request for the Province to consider providing financial assistance.**

**Davis-Acker**

**CARRIED**

b) Letter from ANSDPAD (African Nova Scotian Decade for People of African Descent Coalition)

The letter stated the African Nova Scotia community in Shelburne expresses grave concern in the relationships between the community and municipal council and the ANSDPAD would like to meet to explore solutions. Council was unsure if this was a provincial group or local wanting to meet and would like more information. The Interim CAO will contact the sender, along with others listed on the letter.

**THAT the Town staff follow-up for clarification and more details on the letter and report back to council.**

**Acker-Ringer**

**CARRIED**

#### **Council Items**

a) Committee Appointments:

2-Community Participation & Volunteerism: Elizabeth Acker & Benjamin Nickerson

2-Marine Terminal-Port: Rick Davis & Harold Locke

2-Asset Management: Elizabeth Acker (Chair) & Rick Davis

1-Water Resource Protection Committee: Elizabeth Acker

2-Arena Commission: Harold Locke & Sheldon Ringer

1-Region 6 Waste Management: Rick Davis

1-Library Western Zone Committee: Benjamin Nickerson

2-Police Advisory Committee: Benjamin Nickerson & Sheldon Ringer

5- Audit Committee: All Council

2-Roseway Manor: Rick Davis & Harold Locke

1-Shelburne & Area Chamber of Commerce: Elizabeth Acker

1-Accessibility Committee: Benjamin Nickerson

It was noted that Elizabeth Acker would participate in the Kids Fair Play Fund Committee and Sheldon Ringer on the Roseway Hospital Charitable Foundation

Anti-Discrimination & Racism Committee- appointment will be later if and when a regional committee is formed

**THAT Town Council make committee appointments as outlined above for 2020/21**

**Davis-Ringer**

**CARRIED**

b) Council Orientation

Interim CAO Ken Smith reviewed a Council Orientation program with the new council including a Supporting Meetings Webinar, New Council Training through Dept of Municipal Affairs, Financial Management for Elected Officials through the AMA as well as In-House Council Training/Operations Tour. Council was encouraged to participate in these training sessions by the Interim CAO. It was also suggested that the Operations/Facility tour take place in conjunction with Municipal Awareness Week.

**THAT Councillors Acker, Nickerson and Ringer be registered for the Financial Management Training for Elected Officials and Councillor Acker be registered for New Council Training through DMA.**

**Acker-Davis**

**CARRIED**

- c) Role in Community Festivals & Events- Discussion after Val Kean's presentation. Council agreed to work with the Municipality of the District of Shelburne and the Shelburne Chamber of Commerce for upcoming festivals and events.

**Staff Reports**

- a) Water Break Adjustment- 1943662 Alberta Ltd.

**THAT Town Council approve as recommended**

**Davis-Ringer**

**CARRIED**

- b) Plebiscite Staff Report

**THAT Town Council defer the topic of off-highway vehicles passing around or through the Town of Shelburne until Feb 15, 2021 in order to allow the new Council, particularly new Councillors to be oriented to the background information and reports on the topic.**

**Ringer-Davis**

**CARRIED**

- c) Code of Conduct Staff Report

**THAT Council approve the Code of Conduct for Elected Municipal Officials as a Policy of the Town of Shelburne**

**Davis-Acker**

**CARRIED**

- d) End of Month Tickets/Dangerous & Unsightly

**THAT Council accept the End of Month Tickets and Dangerous & Unsightly Report.**

**Davis-Nickerson**

**CARRIED**

e) SVFD Monthly Report  
**THAT Council accept the SVFD Monthly Report.**  
Acker-Ringer  
CARRIED

**New Business**

a) Councillor Davis-Remembrance Day

There was a discussion regarding any upcoming Remembrance Day services and Interim CAO Ken Smith informed Council that Town staff has been in touch with Shelley Nickerson. The cadets, as directed by the national body are not permitted to be in uniform for services this year but parents of cadets are organizing a time for people to lay wreaths and pay respect at the Cenotaph on November 11. It was noted that this is not a Town organized event but is on Town property. It was discussed and agreed that Executive Coordinator Robin Smith will communicate on the Town Facebook page regarding crowd control, social distancing and wearing of masks for anyone wishing to attend. We will also encourage people to spread out the times of day paying respect at the Cenotaph.

**In Camera**

MGA Section 22 (e) Contract Negotiations  
**THAT Council go in-camera at 6:18pm**  
Davis-Acker  
CARRIED

**Council came out of in-camera at 6:40pm**

**Business Arising from in-camera**

a) **THAT the Town pay the outstanding invoice to ACAA (Atlantic Canada Cruise Association) and direct staff to request a year leave of absence from membership for 2020-2021.**

Nickerson-Davis  
CARRIED

b) Direction from Council to respond to MDS that the Town's position has not changed regarding funding to the Shelburne County Arena. The rationale behind this is population basis and difficulty in gathering user information.

**Upcoming Meetings**

Town Council- Monday November 16<sup>th</sup> at 7pm at Shelburne Community Centre

**Adjournment**

**THAT the Regular Town Council Meeting of Monday be adjourned at 6:42pm**  
Locke-Davis  
CARRIED

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Mayor

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Executive Coordinator