



Town of Shelburne
Minutes of the Regular Council Meeting
Monday, November 16th, 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

Invited Guests

Sherry Doane, Upcoming
Town of Shelburne CAO

Call to Order

Mayor Harold Locke called the meeting to order at 6:40pm

Approval of the Agenda

THAT the Agenda for the Regular Town Council Meeting be approved with the following additions under Council Items.

- 7 (b) Purchase and sale of Heritage Hall**
- 7 (c) Council Orientation time on November 30th, 2020**

Acker-Nickerson

CARRIED

Approval of the Minutes

THAT the Minutes of the Regular Town Council Meeting held on November 2nd 2020 with the correction of Elizabeth Acker on the Library board instead of Ben Nickerson be approved.

Davis-Ringer

CARRIED

Updates from the Nov 2/2020 minutes from CAO Ken Smith

- 1- We have \$500 budgeted to contribute to the New Years Levee, Robin Smith has contacted Val Kean at MDS and will work with her for planning.
- 2- Outstanding bill to ACAA (Atlantic Canada Cruise Association) was paid. They were pleased the cheque was sent and acknowledged the leave of absence for 2020-2021 and look forward to rejoining in the future.
- 3- Letter from ANSDPAD- more information will be coming back to Council at the December 7th 2020 meeting

Proclamations

Municipal Awareness Week- November 16th-23rd

Correspondence

Action Required:

a) SVFD-Letter to Council- Re: Funds

THAT the \$18, 665.81 that is being held in the Town's Special Reserve Fund for Bunker Gear, Breathing Apparatus and PPE from 2019/2020 be paid to the SVFD along with the \$20, 400 in the 2020/21 budget.

Acker-Davis

CARRIED

For Information:

a) SSFRA Letter- The South Shore Family Resource Association gives notice that they will be leaving the King Street Centre effective December 31, 2020.

Council Items

a) Councillor Davis-Deer Concerns

Councillor Davis informed Council that he has received a number of calls recently regarding resident's concerns over the growing deer population in the Town and the number of people feeding the deer. He believes DNR has been contacted before and will not do anything and also developing a by-law would be costly. He suggested that a first step might be to send out a letter to residents to encourage them not to feed the deer. His thoughts, along with other councillors, was to get staff to do some research in other areas and report back.

THAT Council direct Staff to reach out to other units/communities and report back on what they have done in similar situations with deer population.

Davis-Ringer

CARRIED

b) Purchase & Sale of Heritage Hall

Interim CAO Ken Smith informed Council he had just received a purchase and sale agreement from Compass NS Coperative Homes Ltd. It needs to be executed and returned by December 2/2020. He is currently reviewing and has forwarded to our lawyer for a review. He noted that the agreement appeared to adhere to previous discussions with Compass. He noted that the agreement should reflect that if the project fell through, the property would be returned back to the Town.

THAT Council authorize the Mayor and CAO to execute the agreement with Compass subject to satisfactory feedback from our lawyer

Davis-Nickerson

CARRIED

c) Council Orientation-Monday November 30th 2020 at 6pm- location TBD.

Interim CAO Ken Smith also reminded Council of the upcoming DMA Training online happening over the next couple of days and highlighted that the guest speaker would be beneficial for Council and staff to listen to.

Staff Reports

a) RFP Lift Station Upgrades

THAT L&B Electrical is awarded the contract for the lift station upgrade for a price of \$57, 525 (net HST)

Ringer-Davis

CARRIED

b) 2020 Election Report

THAT the 2024 Municipal Election be conducted by e-voting only and that a sub-committee be formed by Fall of 2023 for the planning of the next election .

Davis-Acker

CARRIED

c) Software and IT Upgrades

THAT Council approves the proposed software and IT upgrades with staff consideration of another option besides Microsoft Licenses if the cost savings outweighed the benefits of the Microsoft licenses.

Acker-Davis

CARRIED

d) Power Requirements-Marine Terminal

THAT Council approves the quote from Graves Electrical for a base cost of \$13, 167 plus HST

Nickerson-Davis

CARRIED

e) SVFD Monthly Report

THAT Council accept the SVFD Monthly Report.

Davis-Acker

CARRIED

f) Building Inspector-Andrew Goreham

THAT Council accept the Building Inspection Report

Acker-Ringer

CARRIED

New Business

a) Mayor Locke- Expressed appreciation and thanks for all that Mayor Mattatall and Councillor Young have done over their terms with the Town and would like a thank you letter sent to both

THAT Council direct staff to send a letter on behalf of Council and staff to thank Mayor Mattatall and Councillor Young

Acker-Ringer

CARRIED

In Camera

MGA Section 22 (e) Personnel

MGA Section 22 (f) Litigation or Possible Litigation

THAT Council go in-camera at 7:36pm

Acker-Ringer

CARRIED

Council came out of in-camera at 8:07pm

There was no business arising from in-camera

Upcoming Meetings

Council Orientation- Monday November 30th at 6pm at Shelburne Community Centre

Joint Services/EMO Orientation- Wednesday December 2nd at 6pm at Shelburne Community Centre

Audit Committee Meeting- Monday December 7th at 6pm at Shelburne Community Centre

Town Council- Monday December 7th 2020 at 7pm at Shelburne Community Centre

Adjournment

THAT the Regular Town Council Meeting of Monday November 16th be adjourned at 8:07pm

Davis

CARRIED

Mayor

Executive Coordinator