



Town of Shelburne
Minutes of the Regular Council Meeting
Council Chambers, 168 Water St.
Tuesday September 7th, 2021

Council Members Present

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

Staff Present

Sherry Doane, CAO
Robin Smith, Executive Coordinator

Call to Order

Mayor Harold Locke called the Council meeting to order at 7pm.
The Town of Shelburne is located on the ancestral and unceded territory of the Mi'kmaq, (Mi'kma'ki), in the District of Kespukwitik, home to Acadia First Nation. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities.

Approval of the Agenda

THAT Council approves the Agenda for Tuesday September 7th, 2021, with the addition under Section 11- In-Camera, Section 22 (c) personnel matters and section (f) litigation or potential litigation.

Acker-Nickerson
CARRIED

Approval of the Minutes

THAT the Minutes of the Town Council Meeting held on July 19th, 2021, be approved as presented.

Davis-Ringer
CARRIED

Proclamations & Announcements

a) August Volunteers of the Month

The Shelburne County Agricultural Exhibition like many other organizations, has done its best to manage through all the Covid 19 restrictions and keep itself afloat financially. This last while has been a tough time for the Association but they were able to host a successful “mini exhibition” and have some upcoming events this fall.

Thank you to Jamie Matthews (President), Billie Buchanan (Manager), Betty Hill (Secretary), and Megan Christie, (Treasurer). As well as the directors are Maynard Nickerson, Karen and Gerry Scott, Leon and Darryl Bower, Yvonne Hemeon, Jennie Bower Rob Wamback, Mike Buchanan, Ingrid Matthews, Cheri Hallet, Joanne Hennigar, Louise Jackson, Clare Thompson, and Danielle Francis. You all have stepped up for our community and we are grateful!

For all that they have done and continue to do for us, the Town of Shelburne’s CP&V Committee and this Council recognize the Shelburne County Exhibition Board and Executive as the Volunteers of the

Month for August. Thank you!

b) *Fetal Alcohol Spectrum Disorder Awareness Week*

Mayor Locke read and Proclaimed September 6-10th as FASD Awareness Week in the Town of Shelburne.

Correspondence

a) Letter-Transportation & Active Transport, OHV

THAT Council accepts the thank you letter from Transportation & Active Transport regarding the OHV Pilot Project.

Acker-Davis
CARRIED

b) Letter-Municipality of District of Shelburne, OHV Support

THAT Council accepts the letter from Municipality of the District of Shelburne supporting the OHV pilot project and thanks them for their support.

Acker-Davis
CARRIED

Council Items

a) **CAO Update**

King & Water St. Intersection

The CAO informed Council that she has still been receiving complaints about the safety of the King & Water St. Intersection. The CAO reviewed the 2018 CBCL report/study that was done, and the report indicated that traffic lights were not needed at the time but if volume was to increase that 3-way stops could be considered. The mayor indicated although many residents complain about the amount of stop signs in town, he wants to remind them that stop signs slow down traffic. All of Council agreed that safety is the main concern.

THAT Council direct the CAO to gain quotes to change the intersection at King & Water St. to become a 3-way stop. Once gained, the CAO will bring this back to Council for review and potential decision.

Acker-Davis
CARRIED

Short Stay/Airbnb Update

The CAO updated Council on a previous request regarding short stay rentals (Airbnb's), Commercial vs. Residential taxes. Section 47A states the number of rooms in a small-scale residential tourist accommodations establishment may be rented to the travelling or vacationing public to provide overnight sleeping accommodation is 4 or fewer. There are a few properties in Town that our Finance Manager is having PVSC investigate regarding their property tax classification.

Anti-Racism Training

The CAO informed Council that all staff had completed Anti-Racism training by the end of May. That said, Town administration will continue to proactively look for any other training opportunities for staff and Council.

Upcoming CAO Conferences

The CAO updated Council on some upcoming conferences she will be attending. This week is the Independent Marine Ports of Atlantic Canada session, Atlantic Cruise Association session as well as the NS Association of Municipal Administrators Conference.

Heritage Hall Update

The CAO has contacted Compass looking for an update on a timeframe but there has been nothing done on their chart yet to provide to us. The CAO will update Council as soon as she has more information from Compass.

b) **Council BBQ**

Council discussed hosting an event this fall for the residents, Mayor Locke had suggested a Council BBQ. Discussion was held around a few ideas and dates etc. A decision was made to host a BBQ on Saturday October 2nd, 2021, from 11:30-1:30 at the Guild Hall. This will also be the date of the Fall Town Wide Yard Sale in Shelburne.

Committee Reports

a) Audit Committee Minutes-January 13th, 2021

THAT Council approves the Audit Committee meeting minutes from January 13th, 2021, as presented.

Davis-Nickerson

CARRIED

b) Audit Committee Minutes-April 14th, 2021

THAT Council approves the Audit Committee meeting minutes from April 14th, 2021, as presented.

Acker-Ringer

CARRIED

c) Port Committee Minutes-April 15th, 2021

THAT Council approves the Port Committee meeting minutes from April 15th, 2021, as presented.

Ringer-Nickerson

CARRIED

Staff Reports

a) Staff Report- Cenotaph Investment- Manager of Finance

THAT Council approves the Scotiabank Investment to be transferred to CIBC Cenotaph interest bearing account with CIBC, Shelburne Branch.

Davis-Ringer

CARRIED

b) Staff Report- Fiscal Year 2020/2021- Manager of Finance

THAT Council approve the Financial Statements as presented by Belliveau Veinotte Incorporated for the fiscal year ending March 31, 2021.

Acker-Davis

CARRIED

THAT Council approve a transfer of \$416,941.99 from General Operating to General Operating Reserve.

Davis-Nickerson

CARRIED

THAT Council approve a transfer of \$18,665.81 from General Capital Reserve to General Operating.

Acker-Davis

CARRIED

- c) Building Report (July) Manager of Inspection Services, Andrew Goreham
THAT Council accepts the Building Report for information.

Acker-Davis

CARRIED

- d) Monthly Report- SVFD President, Mike Shand
THAT Council accepts the monthly report for information.

Acker-Davis

CARRIED

New Business

Deputy Mayor Acker

Deputy Mayor Acker would like a letter of congratulations sent to our new MLA Nolan Young and former Town of Shelburne Councillor as well as Premier Tim Houston. All of Council agreed and directed staff to send a letter to both.

Deputy Acker also discussed the “Charting a new course for affordable housing report” from the Affordable Housing Commission of Nova Scotia. She has asked for copies for all of Council to be able to review as well. Councillor Acker said as well all know housing is an issue in this Town, the Province and across Canada. This document provides a lot of information regarding statistics and information of what is available to Nova Scotians. The document certainly says that housing should be considered a human right. As Councillors we are all aware that Housing is a Provincial responsibility but there are some ways on municipal levels that address housing issue. The Town ratepayers’ dollars do contribute to Regional Housing as well the Town offers tax relief through the Low-Income Homeowners tax rebate. It should be noted that there is advocating happening for changes to the Municipal Act. Right now, we are *not* responsible for Housing. Deputy Mayor Acker encourages all Councillors to read this report and educate themselves on what the Commission is recommending to the province.

Deputy Mayor Acker also made mention about the Municipality of Clare which is the first municipality that has done a comprehensive Housing study. The Town staff received some information from Clare last week which was very comprehensive report for them to share with us.

Deputy Mayor Acker has noted this is a long-term issue and if the newly elected government makes upcoming changes that attach new roles to municipalities regarding housing, she sure hopes that they send the support and funding to do so. She encourages all Councillors to keep their attention on the Housing discussions happening regarding changes to the act.

In-Camera

Council went in camera at 7:35pm

MGA Section 22: (e) Contract Negotiations, (c) personnel matters and section (f) litigation or potential litigation.

Davis-Ringer

CARRIED

Council came out of in camera at 8:30pm

- M22-029** THAT Council approves Bruce Bennett as a second citizen from the Town on the RCMP Advisory Committee.

Davis-Acker

CARRIED

- M22-030** THAT the Town of Shelburne pays 40% of the arena deficit for the fiscal 2021 year to the Shelburne County Arena as per the Arena User Data Report.

Davis-Ringer

CARRIED

Upcoming Meetings

- a) CP&V Committee- Thursday September 9th at 7pm- Council Chambers
- b) Accessibility Committee- Wednesday September 15th at 6pm-Shelburne Community Centre
- c) Town Council- Monday September 20th at 7pm-Council Chambers
- d) Port Committee-Tuesday September 21st at 7pm- Shelburne Community Centre

Adjournment

THAT the Regular Town Council Meeting of September 7th, 2021, be adjourned at 8:35pm.

Davis

CARRIED

Mayor

Executive Coordinator