



Town of Shelburne
Minutes of the Regular Council Meeting
November 6th, 2023
APPROVED

Council Members Present

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

Staff Present

Sarah Mattatall, Chief Administration Officer
Jane Crowell, Finance Manager
Jill Webb, Executive Coordinator
Ken Smith, Interim CAO

Call to Order

Mayor Harold Locke called the Council meeting to order at 6:00pm.

The Town of Shelburne is located on the ancestral and unceded territory of the Mi'kmaq, (Mi'kma'ki), in the District of Kespukwitk, 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 November 6th, 2023, with addition under Committee Reports e) Committee Assignments

Davis-Nickerson
CARRIED

Approval of the Minutes

THAT Council approves the Minutes from the regular Town Council Meeting held on October 16th, 2023.

Acker-Ringer
CARRIED

Proclamations and Announcements:

Municipal Awareness Week - **WHEREAS** Municipal government is responsible for the provision of services that enhance the quality of life of its citizens; and

WHEREAS dedicated Mayors, Wardens, Councillors and Staff are essential for the effective government of their municipalities; and

WHEREAS citizen involvement is essential for an active community; and

WHEREAS it is fitting and proper to recognize and encourage the contribution of all who work diligently for the improvement of municipalities.

THEREFORE BE IT PROCLAIMED that the week of November 6-12th, 2023, be known as Municipal Awareness Week in the Town of Shelburne in recognition of the vital role of municipal government and in recognition of all whose efforts support it.

Volunteer of the Month – Harold Doane is being recognized as the Volunteer of the Month for November for his hard work and dedication to our community.

At the age of eight, Harold moved to Shelburne from Yarmouth with his family some 80 years ago and has been volunteering in this community ever since.

Years ago, Harold helped care for the Fishers’ Memorial and assisted the then Harbour Master with various shipping activities. Nowadays, Harold can be seen transporting people to and from Sobeys, TLC and the Roseway Hospital and helping housebound community members keep their independence by shopping for them, mowing their lawns and shoveling their driveways among other things. Harold also helps his community by delivering meals-on-wheels to local clients, who, most times, are younger than himself.

On top of all this, Harold is regularly called upon to help at the Sandy Point Lighthouse, assisting them in cooking totes of lobsters for festivals and events.

For all that Harold has done and continues to do for this community, the CP&V Committee and Town Council recognize him as the Volunteer of the Month for November. Thank you!

Correspondence

Action:

- a) **Shakespear House – Appeal Letters**
- b) **Shakespear House - Other**

Information:

- a) **Letter from Nova Scotia Fisheries and Aquaculture, Bruce Hancock**
- b) **Sarah McClure Email**
- c) **Letter – Office of the Premier**

In Camera MGA 22 (2)g, Legal Advice

THAT Council go In Camera at 6:03pm.

Acker-Nickerson

CARRIED

Council came out of In Camera at 6:32pm

THAT Council deny the appeal and affirm the variance.

Nickerson-Acker

CARRIED

M23-123

Delegations/Presentations:

A presentation by Staff Sergeant Mark MacPherson and Corporal Lindsay Powers was made. Staff Sgt. Mark MacPherson spoke to the RCMP Report he provided to Council. Council asked Sgt. MacPherson a few questions after his presentation and thanked him and Corporal Powers for attending.

Council Items

- a) **Scotiabank Closure**

Councillor Acker spoke regarding the newly announced Scotiabank closure in Shelburne. She explained that she concerned for Scotiabank customers, employees, and seniors. She also stated that she received a letter in the mail today as she herself is a Scotiabank customer. The letter stated that you can request

a Town Hall meeting with the Financial Consumer Agency of Canada.

M23-124 **THAT** Council authorize a letter of advocacy signed by the Mayor to show support for the local branch staying open

M23-125 **THAT** Council ask staff to post info for a Town Hall meeting to see if anyone is interested.

Davis-Nickerson
CARRIED

b) Source Water Protection Committee

M23-126 **THAT** Council approve the new Terms of Reference for the Source Water Protection Committee.

Acker-Ringer
CARRIED

c) Financial Support – Business of Excellence Awards

Councillor Acker said this is an exciting event to recognize the Businesses in our Community that have been through a lot over the past few years, and it would be wonderful to have lots of representation from the Town. She explained the ask for \$500 is because we originally granted an in-kind donation with the use of our facility, however they have changed locations.

M23-127 **THAT** Council approve \$500.00 towards the Business of Excellence Awards.

Acker-Davis
CARRIED

d) Letter – Dr. Peter Jeffrey

M23-128 **THAT** Council request staff to prepare a report on Dr. Jeffrey's request to gain access to the undeveloped portion of Cornwallis Street.

Davis-Nickerson
CARRIED

e) Second Reading "Feeding DEER, Waterfowl and Pigeons" By-law

M23-129 **THAT** Council change the by-law name from "Feeding Waterfowl and Pigeons" to "Feeding DEER, Waterfowl and Pigeons" By-law and approve the By-law as attached.

Acker-Davis
CARRIED

f) Letter regarding Cookes – reference letter

M23-130 **THAT** Council supports the reference letter regarding Cookes.

Acker-Ringer
CARRIED

Committee Reports:

a) RCMP Report

b) Community Participation and Volunteerism Committee Meeting Minutes

c) Shelburne County Mental Health and Wellness Committee Meeting Minutes

d) Source Water Protection Committee Meeting Minutes

e) Committee Assignments

M23-131 **THAT** Council makes changes to the following appointments; Remove Councillor Acker from Chamber and add Councillor Ringer to the Community Participation and Volunteerism Committee and that Deputy Mayor Ringer and Councillor Nickerson will sit on the Heritage Advisory Committee. All other appointments will remain the same.

Acker-Nickerson
CARRIED

Staff Reports

a) Community Participation and Volunteerism Committee –

Ken explained that with the realignment of staff and the emergence of the Shelburne Events Committee as well as other Committees that occupy staff time, it is time we take a look at the what the future of this Committee looks like.

M23-132 THAT Council direct staff to prepare a report regarding the CP&V Committee.

Davis-Nickerson

CARRIED

b) Tax Sale Report-

Finance Manager Jane Crowell read and went over her report.

M23-133 THAT Council approved the above properties for tax sale.

Acker-Davis

CARRIED

c) Election Report -

CAO Mattatall went over the report.

M23-134 THAT Council approve Mr. Ken Smith as the Returning Officer for the Town of Shelburne for the 2024 Municipal Election.

Acker-Davis

CARRIED

d) Cruise Ship Update –

CAO Mattatall gave an update on the last Cruise ship that arrived in Port on October 30th, 2023. Overall, we had a successful Cruise Ship season, for next year, we are looking at having Cruise Ships coming not so late in the year as local museums and some shops are closed due to season.

e) Hiring Update –

CAO Mattatall and Interim CAO Smith gave an update regarding hiring. Sarah told Council that Nicole Blades has accepted the role of HR/Administration and will start on November 14, 2023, and that interviews for the Customer Service position will take place next week. She also told Council that Mike Rhuland at the Water Plant will be finishing his six-month probation, and that Trevor will be returning to Public Works soon. Harold thanked staff all the work they have been putting in.

New Business

Mayor Locke asked all Councillors if any of them had any new business.

Councillor Elizabeth mentioned that the Arena is a vital part of our community, and that the canteen supports the arena. They are always looking for volunteers and she would encourage people to reach out and get in touch with Helen Goulden to help in any way they can.

Deputy Mayor Ringer wanted to remind everyone to pay close attention to deer and animals on the roads and with the Winter weather coming and tow trucks/plows on the road more often, for people to slow down.

Lastly, Mayor Locke wanted to thank Lawrence and Deliah Butler for the donation of the tree for Gloucester. This tradition has been going on for over 25 years and we appreciate the donation.

In Camera 22(2)a – acquisition, sale, lease and security of municipal property

THAT Council go In Camera at 7:28pm.

Davis-Ringer

CARRIED

No Motions coming out of in camera

Upcoming Meetings / Events

- a) Remembrance Day Ceremony – November 11, 2023, just before 11am at the Cenotaph on King Street.
- b) Next Council Meeting – Monday, November 20, 2023, Council Chambers, 6pm

Adjournment

THAT the Regular Town Council Meeting of November 6th, 2023, be adjourned at 7:57pm.

Ringer

Mayor

Executive Coordinator