



Town of Shelburne
Minutes of the Regular Council Meeting
January 15th, 2024
APPROVED

Council Members Present

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

Staff Present

Chief Administrator Officer, Sarah Mattatall
Deputy Chief Administrator Officer, Ken Smith
Executive Coordinator, Jill Webb

Call to Order

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

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 January 15th, 2024.

Acker-Nickerson

CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on January 2nd, 2024.

Davis-Ringer

CARRIED

Proclamations and Announcements

a) National Non-Smoking Week – January 21st – 27th, 2024.

We would like to recognize January 21st – 27th, 2024, as National Non-Smoking Week. Smoke free outdoor spaces help keep our community healthy and safe and help to de-normalize smoking and vaping while also keeping outdoor places like parks, sidewalks, and parking lots free from litter. Many of our public parks now have signage up since the passing of the Smoke Free Outdoor Spaces Policy.

b) Bell Let's Talk Day – January 26th, 2024.

We would like to recognize January 26th, 2024, as Bell Let's Talk Day. Bell Let's Talk Day is an opportunity to start a conversation in your workplace, home, with a friend or colleague and help decrease the stigma surrounding mental health.

c) Nova Scotia Federation of Municipalities

Mayor Locke presented a certificate of recognition to Councillor Davis for his 10 plus years of Dedicated Service to Municipal Government in the Province of Nova Scotia. He congratulated and thanked him for all he has done for the Town of Shelburne.

Delegations/Presentations

a) Babatunde Awoyiga, Project Lead – Housing Needs Assessment

Harold welcomed Babatunde and he began his presentation on the housing needs of the province as well as data that they had received on housing needs in the Town of Shelburne. After the presentation there were some questions asked by Councillors. Mayor Locke suggested that in the future, the province reach out to municipal units to get the most up to date information. Councillor Acker said she did not agree with the target number of a 1% decrease in population in the Shelburne area in the next few years, if anything, we will have an increase with the new nursing home and new staff coming to the area. Mayor Locke did feel the last census was flawed as it was done during covid as well as he believes there should be some additional taxes paid if you have an abandoned house in the Town of Shelburne. Some people are buying properties for tax purposes and these houses are left abandoned which doesn't help our housing needs.

b) Pam Mingo – Fence Monument

Harold invited Ms. Mingo to the table to begin her presentation. Pam explained that Council were all privy to her idea as it was on the last agenda. She wanted to provide Council with some updates after speaking with Town Staff as well as the Municipality. She mentioned she has obtained \$400 in funding from the Municipality and that they seemed very excited for the project. After speaking with staff, she is now asking for the use of the fence at Atlantic House Park. She told council that she has reached out to several people and organizations and that everyone seems very eager and excited to help. She told Council that Les Goulden along with his students at the high school, would be working and creating the wood hearts for the fence. The fence would have the NS Firefighters crest in the middle, surrounded by several hearts with those who helped during the wildfires.

THAT Council allow Pam Mingo to use the fence at Atlantic House Park for the installation of a monument in honour of all those who helped during the wildfires.

Acker-Davis

CARRIED

M24-151

Correspondence

Action:

a) Communities in Bloom – Letter

Mayor Locke informed Council that the Town used to participate in this program years ago and the garden club was very involved in the program in the early 2000's.

THAT Council defer the item to the Strategic Plan Process.

Davis-Ringer

CARRIED

M24-152

Information:

a) Gloucester Tree Letter

Mayor Locke spoke about the relationship between the two towns.

THAT Council direct staff to write a letter of thanks back to Senator Tarr and the city of Gloucester.

Ringer-Davis

CARRIED

M24-153

b) Attorney General Justice Office of the Minister – Access to Justice in Shelburne County

Councillor Acker spoke to Council regarding the letter, recapping that they are looking to move court to Barrington and advocating for a physical courthouse to be in Shelburne County, not just an online service.

Council Items

a) Delmar Construction Ltd. – Elevator Quote

Councillor Davis questioned why the quote mentioned three doors. CAO Mattatall gave an explanation stating we need to make that accessible and even a slight lip doesn't allow for this, hence we need to replace the doors. She also told Council that the elevators will be completely accessible as entering through the front and exiting through the back so no need for a wheelchair to even have to turn around.

THAT Council direct staff to put out RFP's for an elevator, the installation of an elevator and other related work.

Acker-Nickerson

CARRIED

M24-154

b) Municipality of the District of Shelburne – Exploration of Consolidation

Mayor Locke explained that they had started this process some time ago and the province put a stop to it. There was some talk around the table regarding the topic. .

THAT Council confirms their continuing interest in amalgamation discussions and that Council direct staff to follow up with the Municipality.

Ringer-Nickerson

CARRIED

M24-155

c) ICESoft Technologies – Voyent Alert Proposal

Mayor Locke explained he attended the presentation from EMO regarding the Voyent Alert proposal and was quite impressed with what it could do for us. Councillor Acker asked for clarification if this was to put out alerts for our community – lost child, forest fire, etc. Mayor Locke explained the request came from EMO, but it can do a lot more for us than just emergency information, could put out office closures, notices, etc. Councillor Ringer would like to know if this included RCMP.

THAT Council defer this topic to the budget process.

Acker-Ringer

CARRIED

M24-156

d) Atlantic Canada Cruise Association Invoice

Mayor Locke explained to Council that this is the fee we pay to host Cruise Ships. Councillor Acker asked if we have to be a member of ACCA to be able to host ships, it was confirmed that you did need to be.

THAT Council defer this item to the budget process.

Nickerson-Ringer

CARRIED

M24-157

- e) Dillon Consulting Report – Landfill Site

THAT Council defer to the budget process.

Acker-Ringer

CARRIED

M24-158

- f) Hanging Baskets

There was some discussion around the table regarding the baskets and it was concluded that they needed more information. Councillor Acker wanted to acknowledge the group who has done this over the years and wanted to thank them as they have done a wonderful job.

THAT Council direct staff to send a thank you out to the group who has organized and done the work with this over the past few years as well as direct staff to investigate costs associated with purchasing and watering the hanging flower baskets.

Acker-Nickerson

CARRIED

M24-159

Committee Reports

- a) Shelburne Volunteer Fire Department Report – December
- b) Building Inspector Report – December

Staff Reports

- a) CAO Report

CAO Mattatall spoke to her report highlighting specific items. She confirmed it wasn't Dr. Jeffrey asking to develop, but asking if he was to sell, if the buyer could develop. Port Update - there's been some damage and staff are looking at options for funding. Sale of Town Office - CAO Mattatall confirmed that we had 4 interested buyers, and that staff has confirmed the assessed value to be \$100, 000, which means no one can bid below this amount. Sale of Exit 26 - CAO Mattatall explained to Council that the process is going smoothly, and they are in the final stages of the purchase.

THAT Council approve the quote for \$7,010.00 plus HST to have an Accessibility Audit done on the Post Office Building and Parking lot.

Davis-Acker

CARRIED

M24-160

- b) By-Law Officer Report – December

New Business

There was no new business from any of the Councillors.

Upcoming Meetings/Events

- a) Bell Let's Talk Day – January 26th, 2024.
- b) Next Town Council Meeting – Monday, February 5th, 2024, 6pm, Council Chambers.

Adjournment

THAT the Regular Town Council Meeting of January 15th, 2024, be adjourned.