



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
**April 2<sup>nd</sup>, 2024**  
**APPROVED**

**Council Members Present**

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

**Staff Present**

Chief Administrator Officer, Sarah Mattatall  
Deputy CAO, Ken Smith  
By-Law Officer, Dana Nash  
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 history, contributions, and legacies of the African Nova Scotian people and communities.

**Approval of the Agenda**

**THAT** Council approves the agenda for April 2<sup>nd</sup>, 2024.

**Acker-Ringer**

**CARRIED**

**Approval of the Minutes**

**THAT** Council approves the minutes from the regular Town Council Meeting held on March 18<sup>th</sup>, 2024, with the deletion of Ken Smith as having been in attendance.

**Nickerson-Ringer**

**CARRIED**

**Proclamations and Announcements:**

a) Town of Shelburne Incorporation Birthday – April 4

The Town of Shelburne was officially incorporated on April 4<sup>th</sup>, 1907, marking 117 years of municipal existence. In 1907, the leaders of the time envisioned the potentialities inherent in

attaining town status. At that juncture, shipbuilding and fishing stood as the predominant industries, with Dock. St. emerging as a bustling epicenter for ship construction and a pivotal fishing port.

Fast forward to 2024, and the town’s maritime legacy still profoundly influences our economic landscape. While boat building persists as a cornerstone industry, fishing remains our primary economic driver, supported by a wonderful network of community and business services.

Tourism has emerged as a vital economic driver, drawing many visitors to our town. Whether it be sailing championships hosted by SHYC, provincial curling championships, the many new events that have emerged, or the amazing museums that highlight our historical heritage, Shelburne offers plenty of experiences for visitors. Our vibrant community is further enriched by local entrepreneurs who continue to show support for our town.

Looking ahead, Council would like to maintain Shelburne’s status as a secure and inclusive place for all. We pledge to uphold our commitment to safety and hospitality, ensuring that every resident and visitor feels welcomed and valued.

As we commemorate this significant milestone on April 4<sup>th</sup>, let us collectively embrace the future with optimism and determination.

b) World Autism Acceptance Month – April

WHEREAS, it is estimated that 1 in 50 people across the country are Autistic/have autism, and 1 in 31 people - approximately 32,000 individuals – in Nova Scotia are autistics/individuals on the autism spectrum; and

WHEREAS, many dedicated autistics/individuals on the autism spectrum, parents, teachers, researchers, and professionals, including those at Autism Nova Scotia and other community-based organizations, work tirelessly throughout our province to make the communities where we live accessible and inclusive for Autistics/individuals with autism, and their loved ones; and

WHEREAS, with 11 locations throughout the province and with the support of the autism community, Autism Nova Scotia builds understanding, acceptance, and inclusion for Autistics/individuals on the autism spectrum and their families through leadership, advocacy, education, training, and programming across the lifespan; and

WHEREAS, this month of April marks Autism Acceptance Month, and Tuesday, April 2<sup>nd</sup>, marked World Autism Acceptance Day, when people across the globe came together as a community to celebrate autism and promote acceptance and inclusion.

THEREFORE, BE IT RESOLVED THAT, I, Mayor Harold Locke on behalf of the Town of Shelburne, do hereby proclaim April 2024 as Autism Acceptance Month throughout the province and encourage all of our citizens to recognize the Autistic individuals/people with autism, family members, caregivers, educators, and other professionals who strive to make Nova Scotia an inclusive and accessible place for us all to call home.

c) Dental Hygienists Appreciation Week

WHEREAS 59% of Canadian children and 96% of adults have experienced cavities, and 21% of Canadian adults have experienced periodontal (gum) issues.

And WHEREAS research shows a direct link between oral health and overall health and well-being, such as periodontal disease being linked to several serious illnesses, including lung disease, diabetes, and heart disease.

AND WHEREAS oral health issues are easily preventable and treatable, and Canadians, especially children and seniors, can be greatly assisted through early detection and intervention.

AND WHEREAS dental hygiene is the 6th largest registered health profession in Canada, with more than 31,000 registered dental hygienists working in a variety of settings, with people of all ages, addressing issues related to oral health.

AND WHEREAS greater awareness of proper oral health practices and the need to regularly visit a dental professional is paramount to ensuring Canadians lead healthier and happier lives.

AND WHEREAS promoting the importance of the issues and celebrating the successes of the profession and contributions of dental hygienists will lead to increased public awareness

NOW THEREFORE, I, Harold Locke, Mayor of the TOWN OF SHELBURNE, do hereby proclaim the week of April 4–10 as National Dental Hygienists Week.

d) Volunteer of the Month – April, Tanya Seaboyer

Tanya Seaboyer is being recognized as the Volunteer of the Month for April for her hard work and dedication to our community.

Tanya's journey with Little People's Place began years ago when she worked tirelessly as a member of the team from 1980-1991. Once her children were older, Tanya returned to the center with renewed enthusiasm, this time as a volunteer.

Tanya's passion for enriching the lives of children is truly inspiring. Since returning as a volunteer, she has devoted endless hours to the center. Whether she is reading to the children or unleashing their creativity through fun-filled crafts, Tanya consistently goes above and beyond to create memorable experiences.

For the past 15 years Tanya has organized an ongoing bottle fundraiser, alongside her husband, to support Little People's Place. Together, they have counted thousands of bottles and cans, using the proceeds to purchase wonderful items from wish lists provided by the educators.

In addition to her efforts with Little People's Place, Tanya is a longstanding volunteer at NU2U. Her dedication to community service extends even further, as she has volunteered with various organizations, including door-to-door canvassing for the Heart and Stroke Foundation, and participating in Terry Fox runs.

For all that Tanya has done and continues to do for this community, the CP&V Committee and Town Council recognize her as the Volunteer of the Month for April.

Thank you, Tanya!

**Delegations/Presentations**

a) Hazel Keddy – Albert Acker Ballfield

Mayor Locke invited Ms. Keddy to begin her presentation. Ms. Keddy began by saying that she has spoken to Mr. Conrad (who has the lease on the ball field) several times. Her first main concern is foul balls, every spring she picks up foul balls and has had some very close calls near her vehicle and home. She asked Council to look into a screen or some type of fencing to deter this from happening. Another concern is the field is only supposed to be used for 13 and under and she said there are several adults who play there who could hit the ball farther, hence, why screening would be a good idea. She asked who holds the insurance on the ballfield because if something did happen, she needs to know who to come to. Ms. Mattatall responded to her question saying the leasee holds the insurance, so theirs

would kick in first, and then the Towns.

Lastly Ms. Keddy wanted to voice her concerns around the signage issue. There used to be signs saying you can't park on one side of the road, to prevent vehicles from parking on both sides of the road during a ball game. She said when this happens, there is no room for any type of emergency vehicle to get through and thus creates a safety hazard. After listening to Ms. Keddy's concerns, Mayor Locke told her that Council was listening and would address situations as best as possible. Councillor Acker did suggest we do a cost analysis on screening to stop the foul balls.

Mayor Locke thanked Ms. Keddy for her presentation and for coming.

*THAT Council direct staff to look into signage along Elliott Street to deter traffic from parking on both sides of the streets and to investigate the cost of screening for foul balls.*

**Acker-Ringer**

**CARRIED**

**M24-191**

b) Robert Enslow – Noise, Sawmill

Mayor Locke welcomed Mr. Enslow to the table to begin his presentation. Mr. Enslow started by reading a description of whole-body vibration. He explained he has several of the symptoms described due to Mr. Bradley operating his sawmill within the Town of Shelburne. Mr. Enslow then read his letter that was found in the Council package explaining how his mental health and physical health have been affected severely by the sawmill. He feels the town should change the designation of the zoning to deter Mr. Bradley from operating it.

Councillor Acker asked our By-law enforcement officer, Dana Nash, to speak to the matter. Mr. Nash explained that he has investigated the property of Mr. Bradley and his sawmill, has read previous files on the issue, and has not found any evidence of Mr. Bradley operating a commercial business, or working outside the noise by-law hours. Besides getting a decibel/vibration reader to see how loud it is, he is not doing anything that is not allowed according to our by-laws.

Councillor Ringer asked Mr. Enslow when the sawmill was in operation and for how long? Mr. Enslow said it varies, maybe 3-4 times a week and finished early evening, but it's knowing it's there and that it might start up and him feeling the vibrations. He explained to Council he used to enjoy living there until Mr. Bradley started up his sawmill and now it causes him severe pain.

Mayor Locke explained that if Mr. Bradley is following the by-laws and rules, there is unfortunately nothing that Town Council can do. Mr. Nash did say he would continue to investigate on a regular basis. Mayor Locked thanked Mr. Enslow for coming.

**Correspondence**

**Action:**

a) Chamber of Commerce – Commercial Tax Rate

*THAT Council defer to the budget process.*

**Davis-Nickerson**

**CARRIED**

**M24-192**

b) Darrel Locke Letter – Fire Service Association of Nova Scotia Conference Committee

*THAT Council defer to the budget process.*

**Acker-Ringer**

**CARRIED**

**M24-193**

**Information:**

a) Western Counties Regional Library Newsletter

Council reviewed the newsletter as information.

**Council Items:**

a) Strategic Plan

Councillor Acker informed Council that staff had been working hard on this.

*THAT Council approve the updated Strategic Plan document for posting on Social Media and the Town's website for input from the public as part of the budget process.*

**Acker-Davis**

**CARRIED**

**M24-194**

b) **Grants to Organization**

*THAT Council defer the recommendations from CP&V for the Grant to Organizations program to the budget process.*

**Acker-Davis**

**M24-195**

**Committee Reports:**

a) CP&V Committee Meeting Minutes – February 7<sup>th</sup>, 2024.

b) Western Counties Regional Library Board Minutes – December 7<sup>th</sup>, 2023.

Committee reports were reviewed for information purposes only.

**Staff Reports**

a) Michael Khan – Land Use By-Law Review Report

Mayor Locke invited Mr. Khan to the table to speak to his report. Mr. Khan has been hired on a part-time basis for the Town to review and update the Town's Land Use By-Law. Mr. Khan spoke to his presentation in the package and asked Council for questions.

Councillor Acker mentioned the Municipal Planning Strategy has not been updated since 1988 and asked Mr. Khan what type of public engagement he foresees happening. Mr. Khan explained that there are several steps to the process and first he would like to hold a public meeting with key stakeholders, school board members, the Chamber of Commerce, as well as do some surveys. The revision process would be next and then approval process. We would have to have 1<sup>st</sup> reading, public hearing and then a 2<sup>nd</sup> reading. The province then has 60 days to review. We are looking at a timeline of about Spring/Summer 2026 for the whole process to be complete.

Councillor Ringer asked if the Heritage Property By-law could also be incorporated into the land use and Mr. Khan did say it would be something he could look into further.

It was noted that the number one goal for this process is to be development ready!

**THAT** Council directs staff to prepare updates to the Town's Municipal Planning Strategy and Land Use By-Law, limited to those required under Provincial Legislation, related to Affordable Housing, Infrastructure, and Streamlining of Processes, for Council Review prior to public engagement.

**Acker-Nickerson**

**CARRIED**

**M24-196**

### **New Business:**

Councillor Acker told Council that she attended the Mix and Mingle event hosted by the Municipality last week and it was a nice event, she was able to speak to several members of the community, new and old. She also told Council she heard from Scotiabank finally and they are indeed leaving in May and will have an ATM at the mall location. However, she noted that it's only for taking out money and you will not be able to make any deposits. She told Council members that the Shelburne Fire Department responded to 3 fire calls yesterday in Shelburne and 2 of them did not have proper civic signage. She explained it's hard for emergency services to find you if your house if it does not have proper civic signage. Please get your blue civic signs from Pat Thorburne at the Lions Club, his number is 902-875-6051 and all the information is posted on our Facebook page. She also told Council that she attended the regional library meeting in Yarmouth and they are in the process of making all facilities accessible. She said it costs the town approximately \$20,000 to maintain the MacKay Library Building and 58% of those who have library cards are from the Municipality and maybe we need to ask Municipality to help cover costs. Lastly, she brought to Council's attention that she was approached by a resident asking when the cruise ships will be coming this year and she informed them she would ask. CAO Mattatall explained we are in the process of talking to Wayne from our Port and his contacts about dates, but so far nothing has been confirmed.

Councillor Ringer explained he, along with Councillor Nickerson and members of the CP&V Committee, had the privilege of participating in a strategic planning session for the Black Loyalist Heritage Center last week. The session proved to be both stimulating and productive, generating plenty of insightful ideas. We brainstormed many strategies to strengthen their visibility within the Town and one particularly noteworthy idea was the concept of occasionally hosting Council meetings at the Center, a move to solidify our partnership while simultaneously drawing attention to this invaluable facility.

No further new business.

### **Upcoming Meetings/Events**

- a) Autism Flag Raising, Park at Corner of King and Water Streets, 4pm, April 4<sup>th</sup>, 2024.
- b) Dental Appreciation Week, April 4-10, 2024.
- c) National Volunteer Week, April 14-20, 2024.
- d) Next Council Meeting Tuesday, April 15<sup>th</sup>, 2024, here in Council Chambers.
- e) Town Wide Clean Up, April 19, 2024, all over town, community members are encouraged to participate and can stop into the Town Office to pick up bags anytime after this week.

### **Adjournment**

**THAT** the Regular Town Council Meeting of April 2<sup>nd</sup>, 2024, be adjourned at 6:43pm.

