



Town of Shelburne
Minutes of the Regular Council Meeting
September 3rd, 2024
APPROVED

Council Members Present

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

Staff Present

Chief Administrator Officer, Sarah Mattatall
Deputy CAO, Ken Smith
Manager of Finance, Jane Crowell
Executive Coordinator, Jill Webb

Regrets

Councillor Rick Davis

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 September 3rd, 2024.

Nickerson-Ringer

CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on July 15th, 2024.

Acker-Ringer

CARRIED

Proclamations and Announcements:

a) Volunteer of the Month – August

Eric MacIntosh and Mark Mahaney are being recognized as the Volunteers of the Month for August for their

hard work and dedication to our community.

Both Eric and Mark have dedicated countless hours of their time and energy to the creation and development of the Commissary Accessible Marina Park Society (CAMPS), a transformative project that has greatly enhanced our community.

Eric, a retired Department of Fisheries employee and a resident of Shelburne, brings a unique blend of artistic vision. When he's not sailing the local waters or working on his latest art piece, Eric has been at the forefront of the CAMPS project, offering his skills and leadership to ensure its success.

Mark, retired from the Department of Natural Resources, shares Eric's passion for sailing and is also an avid golfer and curler. Mark's dedication, combined with his love for outdoor activities, has helped make Shelburne Harbour a recreational hub that is accessible to everyone, regardless of physical ability.

Thanks to their tireless efforts and outstanding leadership, the CAMPS project has progressed immensely in just over a year. The Commissary Accessible Marina Park now stands as a safe and welcoming space for all, reflecting the spirit of inclusivity and community that Eric and Mark embody.

Shelburne is incredibly fortunate to have such devoted individuals working to improve our town, and we are proud to honor Eric MacIntosh and Mark Mahaney as our Volunteers of the Month for August 2024. Their hard work and dedication have truly made a lasting impact on our community.

The Town of Shelburne Council recognizes them as the Volunteers of the Month for August.

Thank you, Eric and Mark!

b) Volunteer of the Month - September

Cody Murphy is being recognized as the Volunteer of the Month for September for his hard work and dedication to our community.

Cody, along with his family, became part of our community in October 2021. Since then, Cody has made a remarkable impact, both within the Shelburne Volunteer Fire Department (SVFD) and the community at large. Joining the SVFD in March 2022, Cody quickly made his mark, earning the title of Firefighter of the Year in his very first year.

Beyond his duties as a firefighter, Cody contributes in countless unseen ways. He is always ready to lend a hand, whether it's shoveling snow for his neighbors during winter or helping out with various department projects, including his dedicated work on the new truck committee.

Cody's commitment to his community doesn't stop there. He volunteers at Hillcrest Academy, where his son attends, and even steps in as a school bus driver on occasion, much to the delight of the students. In addition, Cody coaches the U9 Shelburne Bashers baseball team and has previously volunteered with the basketball program, demonstrating his dedication to supporting local youth.

Cody is always willing to help, no matter the request, and does so with a smile on his face. His generosity, kindness, and hard work make him an invaluable asset to our community. We are grateful to have someone like Cody, whose selflessness and community spirit truly stand out.

Congratulations, Cody, on being our Volunteer of the Month! For all that Cody has done and continues to do for this community, the Town of Shelburne Council recognizes him as the Volunteer of the Month for September.

Thank you, Cody!

c) Fetal Alcohol Spectrum Disorder (FASD) Awareness Day/Month

WHEREAS National Fetal Alcohol Spectrum Disorder (FASD) Day was first held in 1999 in Canada and the United States, and since then on the 9th day of the 9th month to highlight the importance of going alcohol-free during the full 9 months of pregnancy; and

WHEREAS, FASD is a life-long invisible brain and full-body disability with no cure, and the only effective treatments being society understanding and changing its expectations of independence, school, social behaviour, and how these families are supported; and

WHEREAS, FASD is the leading neurodevelopmental disability in Canada, and is 2.5 times more prevalent than autism, and 19 times more prevalent than cerebral palsy or Down Syndrome, and occur across all socio-economic strata it is often overlooked due to the stigma associated with alcohol consumption; and

WHEREAS, this year's theme for the FASD Awareness Month is "Everyone Plays a Part", the goal of the campaign goes beyond framing FASD as an individual issue, as the impacts of FASD matter to the whole community' and

WHEREAS, September is FASD Awareness Month, landmarks and monuments coast to coast to coast will be lighting up in red on September 9th, FASD Awareness Day, and throughout the month to create awareness that we all have a role to play in preventing and supporting families impacted by FASD.

THEREFORE, BE IT RESOLVED THAT I, Mayor of the Town of Shelburne, do hereby proclaim the month of September as Fetal Alcohol Spectrum Disorder Awareness Month.

Dated this 3rd day of September, 2024

Delegations/Presentations: NONE

Correspondence

Action:

a) Department of Municipal Affairs & Housing - Short Term Rentals Registration Act

Councillor Acker raised a few questions: Where do the fees collected for registering these properties go? Shouldn't the Town receive a portion of that money? Is it the Town's responsibility to reach out to short-term rental owners, or is that up to the province? Additionally, while tourist accommodations like the Loyalist Inn are subject to a \$150 registration fee and a commercial tax rate, how is this being handled for Airbnb properties? Are AirBnb's ever going to be taxed as commercial. Mayor Locke mentioned he has heard that our building inspector has been tasked to determine what is an Airbnb, can staff find out if that is true or not.

THAT Council direct staff to write a staff report regarding the topic.

Acker-Nickerson

CARRIED

M24-246

Information:

b) Department of Municipal Affairs & Housing – Council Code of Conduct

c) RCMP Annual Review

- d) Minister of Fisheries, Oceans & the Canadian Coast Guard – Letter regarding Treaty Fishing Rights & Elvers Quota Allocation
- e) Nova Scotia Health – Letter regarding Healthcare Services Analysis
- f) Department of Municipal Affairs & Housing – Canada Community Building Fund (CCBF)
- g) Commissary Accessibility Marina Park Society – Letter of Thanks
- h) Car Show Committee – Letter of Thanks
- i) Municipality of the District of Shelburne – Letter of Thanks

These items were for information only.

Councillor Acker raised a question about the Code of Conduct, asking whether the investigator we hire would be part of shared services or if each municipal unit would have their own. She also inquired if this information would be shared with candidates. Councillor Acker requested that this be added to the next agenda, though it must first go through the legislature. CAO Mattatall will confirm the process. Additionally, she requested that the RCMP report be posted on our Facebook page. Councillor Acker expressed her dissatisfaction with the recent letter on health services and remarked on how nice it was to receive thank-you letters, noting the impressive turnout at the Car Show.

Council Items:

- a) Approval of the 2023/2024 Financial Statements by Belliveau Veinotte Inc.

THAT Council approve the Financial Statements as presented by Belliveau Veinotte Incorporated for the fiscal year ending March 31st, 2024.

Nickerson-Ringer

CARRIED

M24-247

THAT Council approve a transfer of \$152,391.17 from General Operating to General Operating Reserve.

Ringer-Nickerson

CARRIED

M24-248

- b) Roseway Manor Property

Mayor Locke reminded Councillors that this topic had been raised in previous Council meetings. With the construction of the new manor now underway, the focus must shift to deciding how to handle the disposal of the current manor. Ownership of the property is shared by the three municipal units: the Town of Lockeport, the Municipality of Shelburne, and the Town of Shelburne. The Municipality made a similar motion at their last Council meeting and he's suggesting we do the same.

THAT Council agree to contact Nova Scotia Health to determine their interest in purchasing the Roseway Manor property, with a deadline to respond by December 31st, 2024.

Acker-Nickerson

CARRIED

M24-249

- c) Heritage Hall Project Update

CAO Mattatall explained that the document is just for information and to update council on the project.

- d) REMO Agreement

Mayor Locke explained that this is an agreement with 5 units (Municipality of Shelburne, Municipality of Barrington, Town of Shelburne, Town of Lockeport, Town of Clarks Harbour) and asked for questions or

comments. Councillor Acker asked who from our Town was at the table for this. CAO Mattatall explained that this is just an update from the previous agreement we had. There have been minor revisions and there was an opportunity to review and make suggestions and this is the final draft to come to Council for their approval. Councillor Acker noted that this will be a new committee of Council. She did want to confirm that the cost has not changed and noted that it's reasonable – the cost to the Town of Shelburne is \$5704.

THAT Council accept the agreement.

Acker-Ringer

CARRIED

M24-250

e) Solid Waste By-law Amendment – Second Reading

Councillor Ringer wanted to know what it means on page 5 of document; one solid bag is allowed but must be placed in a clear bag. Councillor Acker did ask Ryan Jamieson, black bags will be no longer be allowed come November. You can put a small black bag inside of a clear bag but only one.

THAT Council approve the second reading of the Solid Waste By-law.

Ringer-Acker

CARRIED

M24-251

Committee Reports:

a) Shelburne Events Committee Update

Jill Webb updated Council on Dock Street Days and what Shelburne Events Committee is working on next. Mayor Locke wanted to thank the Shelburne Events Committee for all their hard work and he is happy with the decision made.

Staff Reports

a) Finance – General, Cemetery and Water Write-Offs 2024/25

Jane went over the report found in the package.

THAT Council approve the write offs contained in this staff report.

Ringer-Nickerson

CARRIED

M24-252

b) Equity and Anti-Racism Plan

CAO Mattatall explained to Council the Town is required to have a plan in place by April 2025. The Town has met with the Town of Lockeport as well as the Municipality and it is recommended that we partner with them, similar as what we do with the Accessibility.

THAT Council of the Town of Shelburne partner with the Municipality of the District of Shelburne and the Town of Lockeport to develop an Equity and Anti-Racism Plan for Eastern Shelburne County.

Acker-Ringer

CARRIED

M24- 253

c) Land Use By-law Update

Mike Kahn noted that the July presentation is included in the Council package and invited questions.

Councillor Acker asked if current timelines would hinder attracting developers, to which Mike responded that timelines could be adjusted to avoid delays. Councillor Acker also inquired about the coastal plan, mentioning the province's hiring of Gordon Smith to assist municipalities. she emphasized the need for strong coastal by-laws and asked if there are existing by-laws that regulate campgrounds.

THAT Council directs staff to prepare updates to the Town's Municipal Planning Strategy and Land Use Bylaw in keeping with the staff presentation July 29th, 2024, with the exception of: work related to the Apartment Residential zone and variances which are to be prepared in advance.

Nickerson-Acker

CARRIED

M24-254

d) CAO Update

CAO Mattatall reviewed her report included in the package, highlighting updates on the Land Use By-law, flood mapping, risk management assessments, and the Clean Foundation's tree planting initiatives. She also provided an update on the Town's relocation and accessibility improvements, noting that a public Grand Opening date will be announced soon.

e) Municipal Capital Growth Program Update

Deputy CAO Ken Smith reviewed his report included in the package, providing updates on the Roseway Manor rebuild, the decommissioning of the First-Generation Landfill and its transition into a park project, as well as accessibility upgrades related to the Town's relocation.

f) Building Inspector Report – July

g) By-law Officer Report – July

h) SVFD Report – July

The above reports were reviewed for information only.

In-Camera: MGA 22 (2) (c) – Personnel Matters

Motion to go in Camera at 6:54pm

Acker-Nickerson

CARRIED

Council came out of in-camera at 7:16pm. No motions coming out of in-camera.

New Business:

Councillor Nickerson wanted to remind the public that school is starting in the next few days and they'll be more traffic around, please be mindful of buses and students on the roads.

Councillor Acker asked if anyone attended the presentation of the purposed Shelburne Solar Garden that ABO Energy put on, she commented it was an open house and very interesting. Proposing putting in a solar garden between the highway on the Jordan Branch Road which is hoping to be completed by November 2026 and is planning to serve 1300 houses. There were 7 employees there from ABO, they are not looking for any money from any of the Municipal Units.

Councillor Acker also want to thank all the staff who helped to get the Town Hall up and running, it's beautiful! Also, a thank you to Municipality of the District of Shelburne for the beautiful photo they gifted

as well as a rug hooking from Town resident Mary Ayer. A big THANK YOU to Dana Nash for keeping the public and pickleball association updated on what is happening.

No other new business.

Upcoming Meetings/Events

- a) Reminder that the Town Office is now located at 162 Mowatt Street, 2nd Floor of the Post Office Building.
- b) Next Town Council meeting will be held in the NEW Council Chambers located in the Shelburne Community Centre at 63 King Street, Meeting Room B, 6pm.
- c) Giant Pumpkin Festival and Regatta, Dock Street Area, October 12th, 2024, stay tuned for upcoming details.
- d) Smoke Testing – Reminder to residents that Public Works along with BioMax Environment will be conducting sanitary sewer smoke testing study during the week of September 9th.

Adjournment

THAT the Regular Town Council Meeting of September 3rd, 2024, be adjourned at 7:20pm.

Nickerson