



Town of Shelburne
Minutes of the Regular Council Meeting
December 2nd, 2024
APPROVED

Council Members Present

Mayor Stanley Jacklin
Deputy Mayor Donnie Acker
Councillor Elizabeth Acker
Councillor Therese Cruz
Councillor Sheldon Ringer

Staff Present

Chief Administrator Officer, Sarah Mattatall
Executive Coordinator, Jill Webb
Senior Planner, Mike Kahn

Call to Order

Mayor Jacklin called the Council meeting to order at 6pm and welcomed everyone.

Approval of the Agenda

THAT Council approves the agenda for December 2nd, 2024, Council meeting.

E.Acker – Ringer

CARRIED

Approval of the Minutes

THAT Council approves the minutes from the regular Town Council Meeting held on November 18th, 2024.

Ringer – D. Acker

CARRIED

Proclamations and Announcements:

a) International Day of Persons with Disabilities

Mayor Jacklin read:

WHEREAS, December 3 is recognized globally by the United Nations as International Day for Persons with Disabilities; and

WHEREAS, Canada is a signatory to the United Nations Convention on the Rights of People with Disability, and two out of five Nova Scotians live with a disability; and

WHEREAS, Nova Scotia has proclaimed the Accessibility Act that recognizes accessibility is a human right and set a goal of an accessible province by 2030; and

WHEREAS, International Day of Persons with Disabilities promotes an understanding of disability issues and the importance of equal access for Nova Scotians with disabilities in all aspects of society; and

WHEREAS, through public awareness, community partnerships, and municipal accessibility initiatives this day aims to foster an environment of equal participation of individuals with disabilities within the Town of Shelburne

THEREFORE, be it resolved that I, Mayor Stanley Jacklin on behalf of the Town of Shelburne, do hereby proclaim December 3rd, 2024, as “International Day of Persons with Disabilities” in the Town of Shelburne.

b) National Day of Remembrance and Action on Violence Against Women – December 6th, 2024

Councillor Elizabeth Acker read:

Each year on December 6th, Canadians observe the National Day of Remembrance and Action on Violence Against Women. This day honors the memory of the 14 women who tragically lost their lives in the 1989 Ecole Polytechnique massacre and all women who have been victims of gender-based violence.

It is also a call to action – a time to reflect on the root causes of violence against women and reaffirm our commitment to creating a society where everyone feels safe, respected and valued.

Let us stand together in solidarity to end gender-based violence and support initiatives that foster equality and compassion in our communities.

c) Human Rights Day - December 10th, 2024

Councillor Cruz read:

Human Rights Day, observed annually on December 10th, commemorates the adoption of the Universal Declaration of Human Rights by the United Nations in 1948. This year’s theme, “Our Rights, Our Future, Right Now”, focuses on how human rights are essential for creating a fair and equal future.

On this day, we reflect on the progress made toward equality while recognizing the ongoing work needed to address injustice, promote inclusivity, and uphold the rights of every individual.

Let us reaffirm our commitment to building a world where human rights are protected and celebrated, ensuring dignity and respect for all members of our community and beyond.

d) Holiday Wishes from Council & Staff

Councillor Donnie Acker read:

As the year draws to a close, we would like to take a moment to reflect on the accomplishments of our community and the spirit of collaboration that makes our town such a wonderful place to call home.

The holiday season, we extend our heartfelt gratitude to all residents, businesses, volunteers, and local organizations for your contributions to our community. Your efforts embody the warmth, generosity, and resilience that define us.

May your holiday season be filled with joy, peace and cherished moments with loved ones. Here’s to a bright and prosperous new year for all!

Happy Holidays from the Town of Shelburne Council and Staff!

Delegations/Presentations: NONE

Correspondence

Action:

a) Memo regarding Advocacy for Healthcare Services and Proposal for a County-Wide Healthcare Needs Assessment

CAO Mattatall addressed the memo included in the package, explaining that the municipal units in the region regularly convene to discuss and advocate on shared priorities. A key topic highlighted during the most recent meeting was healthcare, specifically concerns about access and quality of care. The collective

consensus was that conducting a comprehensive needs assessment would provide a clear, evidence-based understanding of healthcare needs, enabling a stronger case to be presented to the provincial government. Mayor Jacklin inquired whether the five municipal units currently have an existing repository of healthcare information. CAO Mattatall responded that she did not believe such a resource existed but committed to verifying this.

Councillor Elizabeth Acker asked if similar initiatives had been undertaken by other municipal units or if this was a novel approach. While expressing strong support for the proposal, she recommended that the needs assessment also include an evaluation of the healthcare services already available in the region.

THAT Council direct staff to work with the other CAOs/Clerks in the surrounding units on advocating for improved healthcare services in our area by undertaking a county-wide healthcare needs assessment subject to the Town of Shelburne’s budget process.

E. Acker - Cruz

M24-284

CARRIED

b) Letter from Millbrook First Nation Chief & Council – Place Names

CAO Mattatall informed Council of a letter received from the Chief and Council of the Millbrook First Nation regarding the name of Cornwallis Street in the Town of Shelburne. She noted that this matter had been previously addressed by Council, clarifying that Cornwallis Street was not named after Edward Cornwallis but rather his nephew, Charles Cornwallis. To support this, CAO Mattatall referenced an excerpt from the Council minutes dated January 16, 2023. She explained the former Council looked at ideas of potentially adding Mi’kmaq and Black Loyalist names on duplicate street names, example Rodney, Charlotte, etc. She read the motion that was put on the table on January 16th, 2023.

During the discussion, it was observed that the Town’s website lacks detailed historical information about the origins of its street names. CAO Mattatall emphasized that changing street names is a complex and time-intensive process involving significant administrative effort.

Councillor Elizabeth Acker proposed that staff draft a letter to Millbrook First Nation explaining the historical context of Cornwallis Street’s name and consider adding this information to the Town’s website. Councillor Ringer supported this suggestion, noting that changing street names would impose costs not only on the Town but also on residents and businesses.

Councillor Cruz emphasized that this proposal aligns with the Truth and Reconciliation Commission’s Calls to Action. She highlighted the importance of demonstrating a commitment to meaningful work and engagement, acknowledging the historical injustices experienced by many. Councillor Cruz stressed the need to take actionable steps to contribute toward rectifying past wrongs and continuing with a more inclusive future.

THAT Council give notice to rescind the motion from January 16th, 2023, motion #M23-050 at the next Council meeting dated January 6th, 2025.

E. Acker - Ringer

M24-285

CARRIED

Information:

- a) Response letter from Fisheries and Oceans Canada in regard to treaty fishing rights and future allocations for the Maritimes elver fishery

Council Items:

a) GRID Funding

CAO Mattatall explained what Growth and Renewal for Infrastructure Development (GRID) Program was. She explained to Council that the Town has the opportunity to apply for funding through this program which supports essential infrastructure renewal and development projects, however, Council must identify and prioritize key capital projects for submission. CAO Mattatall told Council that given the Town's current infrastructure needs, there are several important projects that warrant consideration. She then listed the projects, explaining which projects we may be able to apply for funding elsewhere. She let Council know that Town staff recommend that Council consider prioritizing projects based on their urgency, potential for external funding, and alignment with the Town's overall infrastructure strategy.

***THAT** Council prioritize the following capital projects for submission to the Growth and Renewal for Infrastructure Development (GRID) Program:*

1. Dock Street Stormwater/Wastewater Line Upgrades and Associated Pumping Stations
2. Landfill Decommissioning Project (Phase 1 Continuation)

Cruz – D. Acker

M24-286

CARRIED

Committee Reports:

a) Source Water Protection Plan

Councillor Acker reported that the annual review of the Source Water Protection Plan (SWPP) was completed. This plan is made to ensure that the water at Lake Rodney (Town's water supply) is protected. The committee assessed all identified risk factors associated with the SWPP and assigned ratings to each, ensuring a thorough evaluation of potential risks to the water supply.

***THAT** Council approve the Source Water Plan as presented.*

E. Acker – Ringer

M24-287

CARRIED

Staff Reports

a) CAO Report

CAO Mattatall presented her report, highlighting key items. She noted that wastewater studies have been completed and details will be shared at future meetings once they have all the details. She has a meeting with Mr. Ramsay Duff later this week to discuss the 112-bed nursing, details to follow. Our wharves are in need of critical repairs, our tender process has closed, and contracts will begin to be awarded, we hope to begin work on the marine terminal on Water Street first. The Roger Grovestine Recreation Complex will be revitalized in a 3-phase approach starting with the pickleball and tennis courts, phase 2, baseball field upgrades and phase 3 with green space improvements. She explained to Council that a pickle ball society has been established and funding opportunities are being explored, the tender process will proceed shortly. Next CAO Mattatall commented on the Road Trails saying that it has officially opened with signage posted and trail maps and rules to be found on the Town's website. The last topic she touched on was the fence at King and Water Streets and it's relocation. Three options were discussed: moving the fence, installing a decorative concrete block fence which is over budget, or leaving it as is and revisiting the motion during budget planning. There was additional discussion on why the fence was initially installed, the necessity of relocating it and differing opinions on the options.

***THAT** Council leave the motion from January 2nd, 2023, relocate the original fence and install a concrete block fence.*

E. Acker – D. Acker

M24-288

CARRIED

b) Public Works Backhoe Repair

Council discussed the backhoe's age but unanimously agreed it needed repairs. CAO Mattatall informed them the repairs had already been completed as it was necessary to proceed.

THAT Council approve a transfer of \$13,000 from the General Operating Reserve to the General Operating Fund to cover the unexpected repair costs for the backhoe.

Cruz – D. Acker

M24-289

CARRIED

c) Public Works Sewer Main Repair

Councillor Acker expressed concern that this document might signal the start of additional sewer line issues.

THAT Council approve a transfer of \$44,300 from the General Operating Reserve to the General Operating Fund to cover the unexpected repair costs for the sewer main running behind Woodworkers Home Hardware.

E. Acker – Ringer

M24-290

CARRIED

d) Municipal Planning Strategy & Land Use By-law Amendments

Senior Planner Kahn presented a report on proposed amendments to the Municipal Planning Strategy and Land Use By-law to introduce a new zone permitting apartments. The initial sites under consideration are:

136 Hammond Street: Former Municipal Building

182 Clements Street: NS Housing site

98 & 118 King Street: Privately owned properties

The new zone would allow apartment buildings with 7 to 25 units per acre and a maximum height of 35 feet. Buildings with more than 7 units must connect to the Town's water and sewer. Approval would be via site plan, requiring accessible parking and compliance with the Town's stormwater management policies.

Planner Kahn also outlined additional amendments, including variance changes and the creation of a commercial district near the highway.

THAT Council directs staff to begin Municipal Planning Strategy and Land Use By-law amendment process in keeping with the contents of this report, starting with a public meeting on January 8th, 2025, to be followed by first reading January 20, 2025.

E. Acker – Ringer

M24-291

CARRIED

e) Letter to Municipality of the District of Shelburne re: Their Municipal Planning Strategy & Land Use By-law

Senior Planner Kahn addressed the letter included in the package, highlighting concerns related to the Municipality of the District of Shelburne's Land Use By-laws and Municipal Planning Strategy, particularly

regarding municipal services. This prompted a discussion among those present.

THAT Council direct staff to send the letter to the Municipality of the District of Shelburne.

Cruz – Ringer

M24-292

CARRIED

f) Wastewater Utility Report

g) Water Utility Report

Councillor Acker said it was nice to get these reports. She did say the wastewater report said there was high oxygen and come from improper dumping, do we know where this is coming from? CAO Mattatall explained that it's under investigation and once we have concrete information, we will share.

No motion needed to for the above two utility reports, for information only.

In-Camera:

THAT Council go in-camera at 7:18pm for matters under MGA 22 (2) (e) Personnel matters and MGA 22 (2) (g) Legal advice eligible for solicitor-client privilege.

E. Acker – Ringer

CARRIED

Council came out of in-camera at 8:01pm. Motion coming out of in-camera.

THAT Council continue supporting the proclamation celebrations hosted by Black Loyalist Heritage Society.

E.Acker – D. Acker

CARRIED

M24-293

New Business:

Deputy Mayor Acker – explained he had the pleasure of attending the NSFM conference in Halifax and it was very informative, he brought home a lot of information with him. He also mentioned that the he had various items brought to his attention during campaigning and wanted to let residents know he has brought these matters to staff.

Councillor E. Acker expressed her appreciation for the opportunity to attend the NSFM Conference in Halifax last week. She highlighted several informative sessions, including one on Coastal Planning, which gained media attention. Councillor Acker also visited various exhibitors, noting the Wetland Solutions for wastewater treatment plans, Asset Management software, and the National Police Federation as key highlights. The conference provided valuable opportunities to engage with representatives from other municipalities to discuss topics such as healthcare, meeting protocols, NSP, infrastructure, and NSFM advisory committees. She did want to ask that staff look at the Council Renumeration Policy, it needs to be reviewed and updated.

Councillor Cruz echoed the sentiments of the other two Councillors stating she enjoyed her time at the NSFM conference. She really enjoyed participating in conversations and making connections with other municipalities, but the highlight of the event for her was the keynote speaker, John Montgomery regarding self efficacy and the difference between a growth and fixed mindset.

Upcoming Meetings/Events

- a) A Tribute to Kenny & Dolly's Iconic Album "Once Upon a Christmas", December 6th, 2024, 7pm, Shelburne Regional High School
- b) Reindeer Run, December 7th, 2024, 10:00am, Islands Park
- c) Miracle on Dock Street, December 7th, 2024, 6-7:30pm, Fireworks at 7:45pm, Water and Dock Streets
- d) Holiday Fun at the Black Loyalist Heritage Centre, December 8th, 2024, 6pm
- e) Class of 2025 Grad Fundraiser, Christmas Trivia & Dessert, December 10th, 2024, 6:30pm, Shelburne Regional High School
- f) Next Council Meeting, Monday, January 6th, 2025, 6pm, Council Chambers
- g) For more events, please visit www.shelburnecounty.ca/events

Adjournment

THAT the Regular Town Council Meeting of December 2nd, 2024, be adjourned at 8:10 pm.

E.Acker