



Naturally Yours

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**REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
Wednesday, September 27, 2023**

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, September 27, 2023, at 6:00 pm in the Municipal Council Chambers.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Dale Richardson
Councillor Doris Townsend
Councillor Sherry Thorburn Irvine
Councillor Ron Coole
Councillor Heidi Wagner

ALSO IN ATTENDANCE:

Warren MacLeod, CAO
Carolann Atwood, Recording Secretary
Adam Dedrick, Director of Recreation & Parks - Via Teams
Erin Hartley, Deputy CAO – Via Teams
Marcia d'Eon, Director of Operations & Protective Services -Via Teams
Val Kean, Director of Economic & Community Development

REGRETS

Councillor Anthony Gosbee

1. CALL TO ORDER:

The meeting was called to order at 6:00 pm by Warden Smith.

2. APPROVAL OF AGENDA:

- a. September 27, 2023

Warren MacLeod, CAO

Warren.MacLeod@municipalityofshelburne.ca

www.municipalityofshelburne.ca

Penny Smith, Warden

warden@municipalityofshelburne.ca

2(a) **MOTION: APPROVAL OF AGENDA – SEPTEMBER 27, 2023**

Being duly moved and seconded, be it resolved that the Agenda for September 27, 2023, be approved with the following amendments:

- Other: 10(c): Advocacy to Improve Rural Cell Phone Coverage for Emergency Preparedness – added

- **MOTION CARRIED**

3. **APPROVAL OF MINUTES:**

- a. September 13, 2023

3(a) **MOTION: APPROVAL OF MINUTES – SEPTEMBER 13, 2023**

Being duly moved and seconded, be it resolved that the Minutes of September 13, 2023, be approved as circulated.

- **MOTION CARRIED**

4. **BUSINESS ARISING:**

There was no business arising.

5. **Presentation**

- a. Shelburne Community Well Project - Martha MacGowan
b. NS Dept of Public Works – Kirk Reed, Maintenance Supervisor

5(a) Warden Smith welcomed Martha MacGowan. Ms. MacGowan gave a quick overview of the importance of clean drinking water for the community. She advised the location of a potential community well is at NSCC Shelburne Campus. It has been deemed to have high yield and exceptional quantity with minimal treatment and with the collaboration of NSCC, SEED, and the Municipality of Shelburne a water pump house for the community is feasible. It was noted that the project team has reached out to the province for funding opportunities and has begun research and application for grants. Warden Smith thanked them for attending with an update and a staff report will be requested and considered at a future meeting.

5(b) Warden Smith welcomed Kirk Reed, Maintenance Supervisor, and Donald Huston, with the Department of Public Works. Mr. Houston gave a quick overview of the Rural Impact Mitigation Program, asphalt patching, brush trimming, ditching and shoreline protection.

The Councillor's were given the opportunity to express any concerns in each of their districts. Mr. Reed told the Councillors to not hesitate to reach out to him if there are any on-going concerns. Warden Smith thanked both for coming and expressed appreciation for all their hard work.

6. **RECREATION**

- a. RFP Jordan River Trail Resurfacing – Adam Dedrick

6(a) Adam Dedrick, Director of Recreation & Parks, presented Council with the RFP Jordan River Trail resurfacing staff report.

Jordan River Trail is designated as a motorized recreational trail, the trail is not yet ready for motorized use by the public. It requires the trail bed to be resurfaced and various bridge upgrades to meet the standards for off highway vehicle use. The first step is the resurfacing of the trail.

A Request for Proposals for the resurfacing of the Jordan River Trail was advertised August 30, 2023, to September 14, 2023. Mr. Dedrick advised Council that three proposals received and were scored based on five factors. All three proposals met the requirements of the RFP request.

MOTION: RFP JORDAN RIVER TRAIL RESURFACING

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne award Harlow Construction Limited the tender for the resurfacing of the Jordan River Trail for the amount of \$52,767.50 plus HST.

- **MOTION CARRIED**

7. Finance

- a. Write off AAN10340764, AAN10340780, AAN10340799 – Warren MacLeod

7(a) Warren MacLeod, Chief Administrator Officer, presented Council with the Write off AAN10340764, AAN10340780, AAN10340799 staff report.

Mr. MacLeod advised Council that in a weekly report from PVSC sent July 24, 2023, notification was given to the Municipality that AAN10340764, AAN 10340780 and AAN 10340799 were going to be deactivated as three new AANs were created in error thus remaining balances to be written off.

MOTION: WRITE OFF AAN10340764, AAN 10340780, AAN 10340799

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne write off the balance of \$20.99 on AAN10340780, \$7.86 on AAN10340799, and reimburse the resident \$76.80 on AAN10340764 using GL 00-28211-000.

- **MOTION CARRIED**

8. Operations & Protective Services

- a. Fire Advisory Committee – Request for Training Fund Reserve – Marcia d'Eon

8(a) Marcia d'Eon, Director of Operations & Protective Services, presented to Council with the Request for Training Fund Reserve staff report.

Ms. d'Eon advised Council of discussions with the Fire Advisory Committee (FAC) at the August 10, 2023, meeting regarding the existing training funds, balances of training fund accounts and the importance for funding to be carried forward in order to best align with the availability of its membership.

MOTION: FIRE ADVISORY COMMITTEE – REQUEST FOR TRAINING FUND RESERVE

Being duly moved and seconded, be it resolved that, as recommended by the Fire Advisory Committee, the Council of the Municipality of the District of Shelburne approves the creation of a Fire Training Fund Reserve to allow unused training funds to be carried forward in reserve for future use.

- **MOTION CARRIED**

9. Economic & Community Development

a. Economic & Housing Development – Sewer & Water Services – Val Kean

9(a) Val Kean, Director of Economic and Community Development, presented to Council the Sewer & Water Services staff report.

Ms. Kean advised Council of correspondence with the Town of Shelburne regarding water and sanitary sewer services advising that Town Council had denied the Municipality's request. The CAO, Director of Economic & Community Development, Warden, and Deputy Warden met with the Mayor, Deputy Mayor and Interim CAO for the Town of Shelburne to discuss factors that led to their decision to deny these services for potential housing options in the Municipality.

The Municipality is dedicated to addressing the housing shortage, as highlighted in the 2023 Housing Needs Assessment Report, which estimates a shortfall of 240 dwellings in our community. The absence of sewer and water services within Municipal boundaries makes economic and dense housing development challenging, leaving the Municipality with the decision to explore alternate service options.

MOTION: ECONOMIC & HOUSING DEVELOPMENT – SEWER AND WATER SERVICES

Being duly moved and seconded, be it resolved that The Municipality of the District of Shelburne Council approves issuing a Request for Proposal to engage consulting services to explore best practice alternatives to providing sewer and water solutions within municipal boundaries based on our immediate and future economic and housing development goals.

- **MOTION CARRIED**

10. Other

- a. Proof of ID as Councillors – Rons Coole
- b. Correspondence from Nova Scotia Public Works – Tin Mine Road

10(a) Mr. Coole requested Council to consider providing Councillors with an identification card. He explained there could be a need to identify themselves in a professional capacity. It would be beneficial for travel and convenient in the course of their work.

10(b) Warden Smith presented correspondence received from the Minister of Public Works in response to the letter sent on July 28, 2023, regarding the current state of the Tin Mine Road. The letter was reviewed by Council.

11. COMMITTEE REPORTS/WARDEN'S UPDATE:

- a. Committee Reports
- b. Warden's Update
- c. Advocacy to Improve Rural Cell Phone Coverage for Emergency Preparedness

11(a) Councillor Ron Coole advised that he has attended the following.

- Region 6 EPR meeting
- Arena Meeting
- Shelburne County Health Care Professional Recruitment Retention Committee

11(b) Warden Smith advised she attended and provided updates on the following events:

- Community Well Project – September 15, 2023
- Shelburne County Leadership Meeting – September 20, 2023
- Provincial Volunteer Awards – September 25, 2023
- Site Visit at Eel Lake Oysters – September 26, 2023
- Site Visit at Municipality of Argyle – Sewage Treatment Plant – September 26, 2023
- Housing and Trust of Nova scotia – September 27, 2023

10 (c) Warden Smith read a draft letter, explaining the importance of cellphone coverage in emergency situations. It was consensus of Council that the letter be signed by all five Shelburne County Municipalities and sent to appropriate officials and service providers.

12. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:07 pm. The next Council meeting will be held on Wednesday, October 11, 2023.

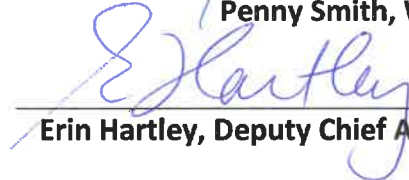
Oct 12/23.

Date

Carolann Atwood
Recording Secretary



Penny Smith, Warden



Erin Hartley, Deputy Chief Administrative Officer