



Naturally Yours

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**REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
Wednesday, May 22, 2024**

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, May 22, 2024, 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 Anthony Gosbee
Councillor Heidi Wagner
Councillor Ron Coole

ALSO IN ATTENDANCE:

Warren MacLeod, CAO via Microsoft Teams
Erin Hartley, Deputy CAO via Microsoft Teams
Marcia d'Eon, Director of Operations & Protective Services via Microsoft Teams
Val Kean, Director of Economic & Community Development via Microsoft Teams
Adam Dedrick, Director of Recreation and Parks via Microsoft Teams
Robin Smith, Community Development Coordinator
Andrew Goreham, Manager of Inspection Services
Carolann Atwood, Receptionist & Record Management
Nicole Blades, Recording Secretary

1. CALL TO ORDER:

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

2. APPROVAL OF AGENDA:

a. May 22, 2024

2(a) **MOTION: APPROVAL OF AGENDA – MAY 22, 2024**

Being duly moved and seconded, be it resolved that the Agenda for May 22, 2024, be approved.

- **MOTION CARRIED**

3. APPROVAL OF MINUTES:

- a. April 24, 2024

3(a) **MOTION: APPROVAL OF MINUTES – APRIL 24, 2024**

Being duly moved and seconded, be it resolved that the Minutes of April 24, 2024, be approved as circulated.

- **MOTION CARRIED**

4. BUSINESS ARISING:

There was no business arising.

5. PROCLAMATION

- a. First Responders and Volunteers Day – May 27, 2024
- i) Paula Sutherland Re: Shelburne County Strong Relief Benefit Update
 - ii) Jim Rudderham, Director of Fleet and Forest Protection, DNRR Re: Wildfire Support Appreciation Letter and Plaque

5(a) Warden Smith read the First Responders and Volunteers Proclamation, formally declaring May 27th, First Responders and Volunteers Day in the Municipality of the District of Shelburne. The document was included in the meeting package.

5(a)(ii) Warden Smith advised Council of the correspondence and plaque received from DNRR, thanking the Municipality for the support and assistance during the wildfire. The plaque will be put on display at the Municipality office.

6. PRESENTATIONS

- a. Kirk Reede, Maintenance Supervisor, NS Public Works Re: Gravel Roads
- b. Mike Shand, SCEEMO Coordinator, SCEEMO Re: Barrington Lake Wildfire After-Action Review

6(a) Warden Smith welcomed Kirk Reed, Maintenance Supervisor, NS Public Works and Donald Houston, Operations Supervisor, NS Public Works.

Mr. Houston and Mr. Reede provided an update on gravel roads in the Municipality.

They noted there are three areas planned to be funded by the Provincial Capital Gravel Program including Round Bay, Round Bay Ferry Road, and Upper Clyde Road. These projects are expected to be completed by the end of 2024.

Councillors expressed their continued concerns regarding the deterioration of gravel roads in the Municipality. In particular, this Spring when many residents had limited access to essential services.

Mr. Houston and Mr. Reede informed Councillors of funding, grading and prioritizing procedures and discussions were held.

Councillors thanked Mr. Houston and Mr. Reede for presenting.

Council Meeting
May 22, 2024

5(a)(i) Warden Smith welcomed Paula Sutherland.

Ms. Sutherland provided Council with a detailed update of the upcoming Shelburne County Strong Relief Benefit that is to be held June 1, 2024 at the Sandy Wickens Memorial Arena. The event is to honor firefighters for their commitment during the Barrington Lake Wildfire of 2023.

700 firefighters and volunteers are confirmed to attend the event. Tina Saryeddine, Executive Director of the Canadian Association of Fire Chiefs and Greg Jones, President of Fire Service Association of Nova Scotia will be in attendance.

Ms. Sutherland stated many Shelburne and Barrington businesses donated items to sell tickets on to raise the funds to make this event possible. The Nova Scotia Government funded the purchase of medals that will be presented to the firefighters.

Proceeds from the event will be distributed to the Fire Departments involved. There is a dance following the Benefit at the Barrington Curling Club that is open to the public. Proceeds from the dance will be divided into bursaries for Shelburne, Barrington, and Lockeport High School graduates that are firefighters or volunteers looking to further their education.

Councillors thanked Ms. Sutherland and her team for their work on organizing the Benefit.

6(b) Warden Smith welcomed Mike Shand, SCEEMO Coordinator, with Shelburne County East Emergency Management Organization.

Mr. Shand presented to Council his overview of the 2023 Barrington Lake Wildfire After-Action Review. The Review includes the response and recovery of the Barrington Lake Wildfire and is a tool for organizational learning and development if a similar situation shall ever rise again.

Mr. Shand discussed key points in strengths, recommended improvements, general reflections of the Municipal response and incident for both Municipal response and Municipal recovery activities.

Both Councillors and staff reflected on the historic event and incredible efforts of all involved.

Councillors thanked Mr. Shand for presenting.

7. RECREATION & PARKS

a. Provincial Volunteer Representative 2024 - Adam Dedrick, Director of Recreation and Parks

7(a) Adam Dedrick, Director of Recreation and Parks, presented to Council the Provincial Volunteer Representative 2024 staff report.

The Departments of Economic and Community Development and Recreation and Parks discussed potential candidates for the award. Both departments work closely with the community groups and volunteers. After reviewing several candidates, the Municipality has chosen Marilyn Johnston as the Provincial Volunteer Representative for 2024.

Ms. Johnston's many committees include the Lower Ohio Church (Chairperson), Lower Ohio Recreation Centre (Trustee), Shelburne County Gardening Club (Executive position), Shelburne County Mental Health and Wellness Association (Secretary), Roseway Hospital Ladies Auxiliary (NU2U Thrift Store sorter and cashier), and Shelburne Association Supporting Inclusion (Board Member).

Ms. Johnston's time spent volunteering has spanned decades. She is a kind, giving person who is dependable and has done it all from renovation projects to grant writing. She has significantly impacted the community as a volunteer in many ways and is very deserving of this award.

MOTION: PROVINCIAL VOLUNTEER REPRESENTATIVE 2024

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve Marilyn Johnston as the Municipality of Shelburne Representative Volunteer for the 2024 Provincial Volunteer Award.

- **MOTION CARRIED**

8. ECONOMIC AND COMMUNITY DEVELOPMENT

- a. Breakfast Program Funding – Robin Smith, Community Development Coordinator
- b. Grants to Organizations Funding – Robin Smith, Community Development Coordinator

8(a) Robin Smith, Community Development Coordinator, presented Council with the Breakfast Program Funding staff report.

Further to breakfast program support for schools being included in the budget, Ms. Smith confirmed with local schools the need for support of their meal programs. It was agreed the best distribution of funds would be based on student registration numbers.

MOTION: BREAKFAST PROGRAM FUNDING

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve the following amounts for support of breakfast and lunch programming in our local schools:

\$2,160 for Hillcrest Academy, \$1,698 for Shelburne Regional High School, \$540 for Lockport Elementary School, \$600 for Lockport High School. Funding will come from GL# 00-26621-500.

8(b) Robin Smith, Community Development Coordinator, presented Council with the Grants to Organizations Funding staff report.

Ms. Smith advised Council that the Grants to Organizations applications are reviewed by the Grants Committee for eligibility based on criteria that includes financial need, ability to contribute funds, additional funding sources, community need, sound business practices, efficient use of resources and inclusion of financial statement/budget.

MOTION: GRANTS TO ORGANIZATIONS FUNDING

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve the recommended grant amount for \$1,000.00, to come from the 2024/25 Grants to Organizations, GL# 00-21950-791 for the George St. Mill.

- **MOTION CARRIED**

9. OPERATIONS AND PROTECTIVE SERVICES

- a. Construction Projects and Permits for 2023/24 – Andrew Goreham, Manager of Inspection Services
- b. Monthly Building Report – April 2024
- c. Solid Waste By-Law – S-300 – Second and Final Reading – Marcia d’Eon, Director of Operations and Protective Services

9(a) Andrew Goreham, Manager of Inspection Services, presented the Construction Projects and Permits staff report for 2023/24.

Mr. Goreham reported on the construction projects and demographics of permits in the Municipality of Shelburne for the last fiscal year.

Permits that were issued to replace structures that were destroyed by the wildfire are included in this report.

The commercial projects cover approximately 17% of the year’s total permit value of \$17,000,000.00. Other commercial/industrial are down from the previous year. Fire Related are residential permits replacing residential dwellings and accessory buildings from the fire. Demolition permits were not required for the homes and accessory buildings destroyed in the fire.

9(b) Mr. Goreham reviewed the Monthly Building Report for April 2024.

9(c) Marcia d’Eon, Director of Operations and Protective Services, presented the Solid Waste By-Law – S-300 – Second and Final Reading staff report.

Ms. d’Eon advised Council that all requirements have been met to hold the second and final reading for the Solid Waste By-Law – S-300 and no formal comments were received for consideration.

Note: It has since been determined that the by-law was incorrectly numbered and has been changed to S-500.

MOTION: SOLID WASTE BY-LAW – S-300 – SECOND AND FINAL READING

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne give second and final reading to the attached Solid Waste By-Law S-300.

- **MOTION CARRIED**

10. CORRESPONDENCE

- a. Thomas Atkinson Letter Re: Property Taxes
- b. Shelly Hipson Letter Re: Municipal Taxes

10(a) Warden Smith advised Council of the correspondence received from Thomas Atkinson. A discussion was held regarding Mr. Atkinson’s request, and it was decided that policy does not allow any assistance and therefore no action will be taken. It was noted that the resident has been provided with contact information for PVSC.

10(b) Warden Smith advised Council of the correspondence received from Shelly Hipson. A discussion was held and Warden Smith advised that staff shall provide a response to her question asked.

11. COMMITTEE REPORTS/WARDEN'S UPDATE

- a. Committee Reports
- b. Warden's Update

11(a) Councillor Coole advised that he attended and provided updates on the following:

- Shelburne County Arena Association
- Shelburne County East RCMP Advisory

Councillor Thorburn Irvine advised that she attended and provided updates on the following:

- Western County Regional Library
- Western Crown Land Stakeholder Interaction Committee

Councillor Wagner advised that she attended and provided updates on the SCEEMO Liaison Committee Meeting. She noted the next Roseway Hospital Charitable Foundation Meeting is May 23, 2024 and she will also be attending the 180 Saxon Sea Cadets Annual Ceremony May 27, 2024.

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

- April 30, 2024 – Eastern Shelburne County Accessibility Advisory Committee
- May 2, 2024 – Provided tour of Municipality Building to Mr. Pippy
- May 3, 2024 – Celebration of portable x-ray machine purchased by Roseway Hospital Auxiliary
- May 5, 2024 – Walk for Missing and Murdered Indigenous Women, Black Loyalist Heritage Centre
- May 8-10, 2024 – Nova Scotia Federation of Municipalities Conference
- May 14, 2024 – National Denim Day
- May 14, 2024 – Shelburne and Area Chamber of Commerce AGM
- May 15, 2024 – SCEEMO Liaison Committee Meeting
- May 17, 2024 – Marine stimulator announcement at Shelburne NSCC
- May 21, 2024 – Shelburne County Mental Health & Wellness Committee

12. IN-CAMERA

- a. Acquisition, Sale, Lease and Security of Municipal Property as per MGA 22 (2)(a)
- b. Legal advice eligible for solicitor-client privilege as per MGA 22 (2)(g)

MOTION: ENTER "IN-CAMERA"

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne enter "In-Camera" at 8:04 pm.

- **MOTION CARRIED**

MOTION: EXIT "IN-CAMERA"

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne exit "In-Camera" at 9:01 pm.

- **MOTION CARRIED**

12(a) **MOTION: LAND ACQUISITION**

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne authorize the Chief Administrative Officer to proceed with the purchase of the land PID 80113889 and PID 80143555, totalling 284 acres, from Mr. Robert Deschamp based on a verbal offer of up to \$175,000, plus HST if necessary, and related legal and land migration cost. Funds to come from Capital Reserves.

- **MOTION CARRIED**

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:03 pm. The next Regular Council meeting will be held on Wednesday June 12, 2024.

June 13/24
Date

Nicole Blades
Recording Secretary



Penny Smith, Warden


Erin Hartley, Deputy Chief Administrative Officer