

**REGULAR SESSION OF THE 53rd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
Wednesday, April 23, 2025**

The Regular Session of the 53rd Council of the Municipality of the District of Shelburne was held on Wednesday, April 23, 2025, at 6:00 pm in the Municipal Council Chambers.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Heidi Wagner
Councillor Paula Sutherland
Councillor Sherry Thorburn Irvine
Councillor Ron Coole
Councillor Dale Richardson

ALSO IN ATTENDANCE:

Warren MacLeod, CAO
Erin Hartley, Deputy CAO
Val Kean, Director of Economic & Community Development
Adam Dedrick, Director of Recreation & Parks
Robin Smith, Community Development Coordinator
Nicole Blades, Recording Secretary

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. April 23, 2025

2(a) MOTION: APPROVAL OF AGENDA – APRIL 23, 2025

Being duly moved and seconded, be it resolved that the Agenda for April 23, 2025, be approved with the following amendments:

7. CORRESPONDENCE

- b. Davie Hartley, Shelburne County Community Health Board Re: Letter of Support - **ADDED**

- **MOTION CARRIED**

3. **ACCEPTANCE OF MINUTES:**

- a. April 2, 2025
- b. April 9, 2025

3(a) The Minutes of April 2, 2025 were accepted as circulated.

3(b) The Minutes of April 9, 2025 were accepted as circulated.

4. **BUSINESS ARISING:**

There was no business arising.

5. **ECONOMIC & COMMUNITY DEVELOPMENT:**

- a. Grants to Organizations Funding – Robin Smith, Community Development Coordinator
- b. Events Committee – Appointment of Members – Robin Smith, Community Development Coordinator
- c. Economic Growth Strategy Committee – Appointment of Members – Val Kean, Director of Economic & Community Development

5(a) Robin Smith, Community Development Coordinator, presented the Grants to Organizations Funding staff report.

Each year the Municipality receives funding requests from organizations for the Grants to Organizations program. \$67,500 was approved in the Municipality's 2025/2026 Operating Budget for Grants to Organizations. Ms. Smith advised that 35 applications were received, requesting a total of \$85,011. A spreadsheet was included in the staff report detailing the applicants, the requested amounts, and the amounts recommended for approval.

Discussion was held regarding the approval process, changes to supporting the Town of Shelburne Visitor Information Center, and recognition signage being installed at Graham's Park for the Municipality's contribution.

It was noted that the Shelburne County Arena and the Shelburne County Curling Club submitted requests for additional grant funding. A discussion was held regarding partnership commitments and Council agreed to defer these additional requests to the forthcoming strategic planning public sessions to identify and determine funding partners from a community driven perspective.

MOTION: GRANTS TO ORGANIZATIONS FUNDING

Being duly moved and seconded, be it resolved that the Council of Municipality of the District of Shelburne approves the recommended grant amounts attached, totaling \$62,620.00, to come from the 2025/26 Grants to Organization, GL# 00-21950-791.

- **MOTION CARRIED**

5(b) Robin Smith, Community Development Coordinator, presented the Events Committee – Appointment of Members staff report.

Ms. Smith advised Council that the Shelburne Events Committee had multiple vacant positions for community members. The positions were advertised and after review of applications, it was agreed that all four candidates would make a great addition to the future of the Shelburne Events Committee.

It was also noted that as a result of the 2024 Municipal election, the Town of Shelburne representative is required to be changed.

MOTION: EVENTS COMMITTEE – APPOINTMENT OF MEMBERS

Being duly moved and seconded, be it resolved that the Council of Municipality of the District of Shelburne appoint Candace Wolkins, Debbie Ryan, Derek Amalfa and Adam Bisonette as community members of the Shelburne Events Committee; and

Be it resolved that the Council of the Municipality of the District of Shelburne appoint Town of Shelburne Mayor Stanley Jacklin as a member of the Shelburne Events Committee.

5(c) Val Kean, Director of Economic and Community Development, presented the Economic Growth Strategy Committee – Appointment of Members staff report.

Ms. Kean advised Council that the Terms of Reference for the Economic Growth Strategy Committee were recently amended, approving the structure of the committee to include four community members. The positions were advertised, and seven applications were received. After review, four candidates were chosen for consideration.

It was noted the other three applicants will be notified that the committee meetings are open to the public and are encouraged to attend to stay informed.

MOTION: ECONOMIC GROWTH STRATEGY COMMITTEE – APPOINTMENT OF MEMBERS

Being duly moved and seconded, be it resolved that the Council of Municipality of the District of Shelburne appoint Meghan Cox, Andrea Davis, Duane MacLellan and Andrew Locke as the community representatives to sit on the Economic Growth Committee.

6. RECREATION & PARKS:

- a. Woodland Multi-Use Trail Association Request – Adam Dedrick, Director of Recreation & Parks

6(a) Adam Dedrick, Director of Recreation and Parks, presented the Woodland Multi-Use Trail Association (WMTA) Request staff report.

WMTA submitted a request for additional funding to assist with the long-term management of existing trails and future development of the remaining 34.2 km of trails. Based on the request and the information gathered, it is recommended that the requests from WMTA be deferred to the consultation and planning for the Municipal strategic plan.

Mr. Dedrick advised Council of an additional request regarding the status of the Jordan River Bridge replacement. It was requested that the Municipality consider doing temporary repairs to the bridge decking to enable it to accommodate off highway vehicles until the new bridge is in place as there are concerns with the timeline.

A discussion was held regarding the three options proposed for the temporary repairs provided by WMTA. Before a decision is made to consider the proposal, Council agreed for staff to consult with an engineer on the state of the bridge and what effects the proposed options could have as the last inspection was done in December 2023.

MOTION: WOODLAND MULTI-USE TRAIL ASSOCIATION REQUEST

Being duly moved and seconded, be it resolved that the Council of Municipality of the District of Shelburne defer the request from the Woodland Multi-Use Trails Association for help with the long-term management of their existing trails and the development of their future trails, to the consultation and planning for the Municipal strategic plan.

- **MOTION CARRIED**

7. CORRESPONDENCE:

- a. Davie Hartley Re: Black History Commemorative Initiative Update
- b. Davie Hartley, Shelburne County Community Health Board Re: Letter of Support Request

7(a) Warden Smith reviewed the correspondence received from Davie Hartley regarding a Black History Commemorative Initiative.

A discussion was held and Council unanimously agreed for staff to contact Mr. Hartley suggesting that his working group seek a Letter of Authority from Department of Natural Resources and Renewals to potentially lease the land for this project on their own, and once a detailed project plan is complete, to submit a Grants to Organizations application to the Municipality for support.

7(b) Warden Smith reviewed the correspondence received from Davie Hartley, Shelburne County Community Health Board, regarding a letter of support request.

A discussion was held and direction was given to staff to draft a letter of support.

MOTION: LETTER OF SUPPORT – SHELburne COUNTY COMMUNITY HEALTH BOARD

Being duly moved and seconded, be it resolved that the Council of Municipality of the District of Shelburne approve a letter of support be provided to accompany the Reciprocity Health Fund Grant application submitted by Shelburne County Community Health Board in partnership with Acadia University.

- **MOTION CARRIED**

8. COMMITTEE REPORTS/WARDEN'S UPDATE:

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

8(a) Deputy Warden Wagner advised she attended and provided updates on the following:

- Annual Easter Egg Hunt – Shelburne Events Committee

Deputy Warden Wagner noted the next RCMP Advisory Committee meeting will be held on April 24, 2025. She also noted the exterior of the Shelburne County Arena was recently vandalised.

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

- April 14 – Special Council Meeting - Budget Approved
- April 15 – Mr. Stoddard's Grade 5 Class Visit to the Municipality
- April 16 – Shelburne County Leadership Meeting
- April 16 – Department of Municipal Affairs - Coastal Management Webinar
- April 23 – Municipal Volunteer Recognition Ceremony

Warden Smith noted April 23 is Administrative Professionals Day and thanked the Municipal administrative team on behalf of Council.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:07 pm. The next Regular Council meeting will be held on Wednesday, May 14, 2025.

Nicole Blades
Recording Secretary

May 14/25
Date


Penny Smith, Warden


Erin Hartley, Deputy Chief Administrative Officer