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**REGULAR SESSION OF THE 53rd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
Wednesday, June 25, 2025**

The Regular Session of the 53rd Council of the Municipality of the District of Shelburne was held on Wednesday, June 25, 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
Jill Webb, Economic Development Officer
Nicole Blades, Recording Secretary
Members of the Public

1. CALL TO ORDER:

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

2. APPROVAL OF AGENDA:

- a. June 25, 2025

2(a) **MOTION: APPROVAL OF AGENDA – June 25, 2025**

Being duly moved and seconded, be it resolved that the Agenda for June 25, 2025, be approved.

- **MOTION CARRIED**

3. ACCEPTANCE OF MINUTES:

- a. May 28, 2025
- b. June 11, 2025

3(a) The Minutes of May 28, 2025 were accepted as circulated.

3(b) The Minutes of June 11, 2025 were accepted as circulated.

4. BUSINESS ARISING:

There was no business arising.

5. PUBLIC HEARING:

- a. Municipal Planning Strategy and Land Use By-Law
- b. Public Comments Received

MOTION: ENTER PUBLIC HEARING

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne to go into Public Hearing at 6:01pm.

- **MOTION CARRIED**

5(a) Warden Smith welcomed everyone to the Public Hearing regarding the adoption of the Municipality of Shelburne's Municipal Planning Strategy and Land Use By-Law and outlined the intent and process for the Hearing.

Chrystal Fuller, Municipal Planner with Brighter Community Planning and Consulting, presented Council and members of the public with a brief overview of the Municipal Planning Strategy and Land Use By-Law. The presentation summarized the planning process and community engagement timelines, land use designations and overlays, minor changes made to the document and the legislative pathway timeline.

Warden Smith thanked Ms. Fuller for presenting.

5(b) Warden Smith noted that written public comments received are included in the Council package and available on the Municipal website. One member of the public requested to speak at the Public Hearing. His comments can heard on the meeting recording available on our website.

Warden Smith thanked residents for their submissions and presentation.

MOTION: EXIT PUBLIC HEARING

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne exit Public Hearing at 6:41pm.

- **MOTION CARRIED**

6. OPERATIONS & PROTECTIVE SERVICES:

- a. Second and Final Reading of the Municipal Planning Strategy & Land Use By-Law – Val Kean, Director of Economic & Community Development
- b. Grants to Organizations Funding – Val Kean, Director of Economic & Community Development
- c. Economic Development - Market & Investment Readiness Analysis – Val Kean, Director of Economic & Community Development

d. Housing Development Infrastructure Needs – Val Kean, Director of Economic & Community Development

6(a) Val Kean, Director of Economic and Community Development, presented the Second and Final Reading of the Municipal Planning Strategy and Land Use By-Law staff report.

Ms. Kean advised Council of the process to date and the ongoing process regarding the Municipal Planning Strategy and Land Use By-Law following the public hearing. A discussion was held regarding the ministerial approval process and different scenarios that could potentially be taken by the Province after they review the documents.

MOTION: MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW

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 Municipal Planning Strategy, as presented; AND,

THAT the Council of the Municipality of the District of Shelburne give second and final reading to the attached Land Use By-Law, as presented.

- **MOTION CARRIED**

6(b) Val Kean, Director of Economic and Community Development, presented the Grants to Organizations Funding staff report.

Ms. Kean 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 approves the recommended grant amount for \$5,000.00 to come from the 2025/26 Grants to Organization, GL# 00-21950-791 for the Shelburne Curling Club.

- **MOTION CARRIED**

6(c) Val Kean, Director of Economic and Community Development, presented the Economic Development – Market and Investment Readiness Analysis staff report.

Ms. Kean advised Council the Economic Growth Committee reviewed the Municipally owned properties and agreed that the properties between exit 25 and exit 26 on Highway 103, would be best suited for commercial and mixed housing development. Completing a market and investment readiness analysis would assist in determining community needs and suited economic development for the properties.

MOTION: REQUEST FOR PROPOSAL – MARKET AND INVESTMENT READINESS ANALYSIS

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne proceed with issuing a Request for Proposal to complete a market and investment

readiness analysis and evaluate municipally owned properties along Highway 103, PID's 80113889 and 8014355 to determine feasibility and strategy direction for economic development.

- **MOTION CARRIED**

6(d) Val Kean, Director of Economic and Community Development, presented the Housing Development Infrastructure Needs staff report.

Ms. Kean advised Council the Sustainable Services Growth Fund can be utilized to further explore infrastructure renewal and expansion for Municipally owned properties located on Highway 103, Lake Road and Clover Street. By gathering the necessary Class A engineering design and cost estimates for these properties, it will assist in preparing for potential future funding and ready for tender.

MOTION: REQUEST FOR PROPOSAL – WASTEWATER INFRASTRUCTURE RENEWAL AND EXPANSION

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne proceed with issuing a Request for Proposal for a Class A design and cost estimate to support wastewater infrastructure renewal and expansion.

- **MOTION CARRIED**

7. CORRESPONDENCE

- a. NS Committee of Canadian Association of Physicians for the Environment – Health Risks of Fracking and Uranium Mining

7(a) Warden Smith advised of the letter from the NS Committee of Canadian Association of Physicians for the Environment regarding health risks of fracking and uranium mining for Council's information.

8. COMMITTEE REPORTS/WARDEN'S UPDATE:

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

8(a) Councillor Thorburn Irvine advised she attended and provided updates on the following:

- Western County Regional Library Board Meeting

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

- June 13 – SRHS Grad Breakfast
- June 18 – Shelburne County Leadership Meeting
- June 21 – SRHS Prom (Warden Smith noted the Lockeport Prom is June 25)
- June 23 – Meeting with MP, Jessica Landry-Fancy
- June 24 – CBDC AGM
- June 25 – South Shore Regional Economic Development Meeting

Warden Smith noted the SRHS graduation will be held on June 26 and the Lockeport graduation will be held on June 27 and wished all graduates a congratulations.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:25 pm. The next Regular Council meeting will be held on Wednesday, July 9, 2025.

Nicole Blades
Recording Secretary

Date

Penny Smith, Warden

**Erin Hartley, Deputy Chief Administrative
Officer**

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