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

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

THOSE IN ATTENDANCE:

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

ALSO IN ATTENDANCE:

Erin Hartley, Deputy CAO
Nicole Blades, Recording Secretary

REGRETS:

Councillor Paula Sutherland

1. CALL TO ORDER:

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

2. APPROVAL OF AGENDA:

a. July 23, 2025

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

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

8. CORRESPONDENCE

b. Western Counties Regional Library – Letter of Support Request

- **MOTION CARRIED**

3. ACCEPTANCE OF MINUTES:

a. July 9, 2025

3(a) The Minutes of July 9, 2025 were accepted as circulated.

4. BUSINESS ARISING:

There was no business arising.

5. PRESENTATIONS:

- a. Sandy Point Lighthouse Group – Zelka Lipovac, President & Lana Shupe, Vice President

5(a) Warden Smith welcomed Zelka Lipovac, President, and Lana Shupe, Vice President, with the Sandy Point Lighthouse Group.

Ms. Lipovac and Ms. Shupe made a presentation to Council regarding the community importance of the Municipal Heritage Designated Sandy Point Lighthouse. Council was advised the last major repairs to the Lighthouse were in 2008, and extensive maintenance and repairs are currently required.

A discussion was held regarding fundraising efforts, cost estimates for the repairs, financial support currently in place, and grants and funding opportunities.

It was noted that staff will prepare a report for a future meeting to discuss the support request.

Councillors thanked Ms. Lipovac and Ms. Shupe for presenting.

6. ADMINISTRATION:

- a. Council Member Appointment to Shelburne and Area Community Economic Development (CED) Society – Erin Hartley, Deputy CAO

6(a) Erin Hartley, Deputy CAO, presented the Council Member Appointment to Shelburne and Area Community Economic Development (CED) Society staff report.

The Shelburne and Area CED Society purpose is to assist in economic development with the three core goals being housing and community well-being, economic and social prosperity and inclusivity and sustainability. Municipal membership has been requested by the Society.

It was noted that Councillor Dale Richardson is already on the committee as a community member.

MOTION: SHELBURNE AND AREA CED SOCIETY – COUNCIL MEMBER APPOINTMENT

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne appoint Warden Penny Smith as municipal representation on the Shelburne and Area CED Society Board, and Councillor Ron Coole as the alternate.

- **MOTION CARRIED**

7. OPERATIONS & PROTECTIVE SERVICES:

- a. Monthly Building Report – June 2025

7(a) Warden Smith reviewed the Monthly Building Report for June 2025.

8. CORRESPONDENCE:

- a. Shelburne Regional High School – Bursary Recipient
- b. Western Counties Regional Library – Letter of Support Request

8(a) Warden Penny Smith reviewed the thank you letter from Shelburne Regional High School regarding the Municipal Bursary. It was noted Hope Webb was the recipient.

Warden Smith advised Council of an additional thank you letter was recently received from last years recipient, Riley Williams.

8(b) Councillor Sherry Thorburn Irvine reviewed the letter from Western Counties Regional Library (WCRL) in response to the provincial library funding status.

A discussion was held and Council agreed to send a letter of support to the Province of NS, expressing urgency in completion of the funding review process so that WCRL can plan for the future sustainability of public libraries.

9. COMMITTEE REPORTS/WARDEN'S UPDATE:

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

9(a) Councillor Richardson provided an update from the Woodland Multi Use Trail Association regarding the Jordan River Trail Bridge and connectivity for the trails.

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

- July 9 – WCRL Wage Reopener
- July 17 – Shelburne County Climate Action Committee Meeting
- July 20 – Welcoming address with Mayor Jacklin, Dock Street Days Car Show
- July 22 – Bridging the Gap Information Session

Deputy Warden Wagner advised she attended and provided updates on the following:

- Dock Street Days Event Update
- Shelburne County Arena Association Meeting

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

- July 15 – Strategic Planning Session with Davis Pier
- July 16 – NS Health's Public Engagement and Community Health Boards' Webinar
- July 18-20 – Dock Street Days
- July 22 – Strategic Planning Session with Davis Pier
- July 22 – Meeting with Honorable Joanne Thompson, Minister of Fisheries

Warden Smith noted athletes from Shelburne County Special Olympics are attending the 2025 NS Special Olympics Summer Games July 24-27 in Antigonish and wished them luck in their competitions.

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10. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:36 pm. The next Regular Council meeting will be held on Wednesday, September 10, 2025.

Nicole Blades
Recording Secretary

Date

Penny Smith, Warden

**Erin Hartley, Deputy Chief Administrative
Officer**

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