



Naturally Yours

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**REGULAR SESSION OF THE 52<sup>nd</sup> COUNCIL  
OF THE  
MUNICIPALITY OF THE DISTRICT OF SHELburne  
April 12, 2021**

The Regular Session of the 52<sup>nd</sup> Council of the Municipality of the District of Shelburne was held on Monday, April 12, 2021 commencing at 6:00 pm at the Courthouse, Shelburne NS.

**THOSE IN ATTENDANCE:**

Warden Penny Smith  
Deputy Warden Dale Richardson  
Councillor Heidi Wagner  
Councillor Ron Coole  
Councillor Terry McIntyre  
Councillor Doris Townsend via Microsoft Teams  
Councillor Sherry Thorburn Irvine  
Trudy Payne, CAO

**ALSO IN ATTENDANCE:**

Alicia Murray, Executive Assistant  
Andrew Goreham, Manager of Inspection Services  
Val Kean, Community Development Coordinator

**1. CALL TO ORDER:**

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

**2. APPROVAL OF AGENDA:**

**MOTION: APPROVAL OF AGENDA – APRIL 12, 2021**

Being duly moved and seconded, be it resolved that the Agenda of April 12, 2021, be approved.

- MOTION CARRIED

3. **APPROVAL OF MINUTES:**

**MOTION: APPROVAL OF MINUTES – MARCH 29, 2021**

Being duly moved and seconded, be it resolved that the Minutes of March 29, 2021 be approved.

- MOTION CARRIED

4. **IN CAMERA:**

- (a) Acquisition, Sale, Lease and Security of Municipal Property, as per MGA Section 22(2)(a) Shelburne Industrial Park
- (b) Acquisition, Sale, Lease and Security of Municipal Property, as per MGA Section 22(2)(a) Shelburne Industrial Park

**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 6:02 pm to discuss the two contract negotiations and the acquisition, sale, lease and security of municipal property.

- 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 6:42 pm.

- MOTION CARRIED

**MOTION: ACQUISITION, SALE, LEASE AND SECURITY OF MUNICIPAL PROPERTY – SHELBURNE INDUSTRIAL PARK**

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne Council approve to enter into the agreement of purchase of sale for vacant land located at the Shelburne Industrial Park, as discussed in camera, with all legal, surveying and migration costs at the expense of the purchaser and authorize the Warden and CAO to sign the agreement of purchase of sale, as amended.

- MOTION CARRIED

Direction was provided to the CAO in relation to the Acquisition, Sale, Lease and Security of Municipal Property concerning property in the Shelburne Industrial Park.

**5. PRESENTATIONS:**

(a) Airsoft Company – Old Boy’s School

5(a) Stephen Howatt and Michaela Smith presented Council with their presentation regarding the new Airsoft business they have brought to Shelburne, located at the Old Boy’s School in Sandy Point. Mr. Howatt noted that they are environmentally conscious and only use biodegradable airsoft “ammunition” which is biodegradable in 4-7 years and non-poisonous to wildlife. Not only are they conscious about the environment but they also acknowledge the residents around the property and state that respect of people, their properties, and their safety are the number one concern – this will include a 12’ wooden fence being built around the property to ensure safety and privacy. The company is also very conscious about garnering any unwanted attention. There are rules on how to transport the airsoft guns and they are strictly followed.

The buildings have been used for this purpose for the last 7 years and have had nothing but positive reviews. This passed weekend Yarmouth Airsoft held an event and had 147 people show up from throughout the province, notably from the Valley and Cape Breton. Tickets were sold out within 24 hours when first posted but due to Covid-19 registrants from NB, NFLD, and PEI cancelled and spots became available and the tickets were again posted within 48 hours, they were sold out again. Not only is the company very popular with the Airsoft community but they are the only speciality shop in Nova Scotia.

Yarmouth Airsoft have worked with Sports Nova Scotia throughout the Covid-19 pandemic and have been in discussions with the RCMP in regards to using their facilities for training purposes. After some renovations, the company plans on creating a safe and effective training area for members.

Council inquired about why the company chose to come to Shelburne from Yarmouth in which they answered that clients really enjoyed Shelburne and the venue with the large amount of land was ideal for their plans. They plan on creating apartments and rooms which will be available for the public even if they choose not to take part in the Airsoft games. Ms. Smith spoke to how important it was for the company to partner with the community and it was noted that the owners have reached out and been in contact with the Municipality’s Community Development Coordinator and the Building Inspector and they hope to have many opportunities to partner in the future.

**6. BUSINESS ARISING:**

**7. RECREATION:**

**8. ADMINISTRATION:**

- (a) Fire and Emergency Services Registration Policy – Erin Hartley, Director of Corporate Services
- (b) Prom Funding Request – Val Kean, Community Development Coordinator

(c) COVID-19 Emergency Funding Guidelines – Recommended Changes – Val Kean, Community Development Coordinator

8(a) Trudy Payne, CAO, presented Council with the Fire and Emergency Services Registration Policy staff report for Ms. Hartley. Ms. Payne noted the changes to the Policy with no further discussion from Council.

**MOTION: FIRE AND EMERGENCY SERVICES REGISTRATION POLICY**

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne approve the attached Fire and Emergency Services Registration Policy as amended.

- **MOTION CARRIED**

8(b) Val Kean, Community Development Coordinator, presented Council with the Prom Funding Request staff report. Ms. Kean informed Council that Schools would be funding their own graduation ceremonies this year, but where Covid has still affected everyone in the year 2021/22, the parent groups will be responsible for any prom celebrations. Staff would like to help the parent groups with this avenue and suggested that \$500.00 be split between the two high schools. Council noted how financial difficulties are still very present this year and unanimously agreed to have the amount changed to \$1000.00 and left how these funds are to be divided to Ms. Kean.

**MOTION: PROM FUNDING REQUEST**

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve the amount of \$1000.00 to come from the miscellaneous opportunities account for the Parent Support Groups of Shelburne Regional High School and Lockeport Regional High School, to be divided as Community Development Coordinator sees the most beneficial; and furthermore, the Community Development Coordinator use these funds to directly purchase supplies required by the Prom groups.

- **MOTION CARRIED**

8(c) Val Kean, Community Development Coordinator, presented Council with the COVID-19 Funding Guidelines staff report. Discussion was held regarding the financial strains that businesses still face with the ongoing Covid-19 pandemic. Ms. Kean is suggesting that Council approve the changes that would allow community groups to apply for a larger grant for Covid relief to help more non-profit organizations within our community. Discussion was held regarding advertising of the relief grant in both electronic and word of mouth forms.

**MOTION: COVID-19 EMERGENCY FUNDING GUIDELINES – RECOMMENDED CHANGES**

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne approve the amended Emergency Assistance Fund for Community Groups criteria as presented.

- MOTION CARRIED

**9. FINANCE:**

**10. OTHER:**

- (a) Letter from Western Counties Regional Library – Municipal Contribution
- (b) Correspondence from Cooke’s Aquaculture Inc. re: Letter of Support for aquaculture license #093 in Shelburne Harbour
- (c) Letter from PC Critic, Municipal Affairs, Dave Ritcey regarding Bill 50 re: code of conduct for municipal elected officials
- (d) Correspondence from Shelly Hipson re: Sending a letter to Premier Rankin concerning the Lahey Report, an “Independent Review of Forest Practices in Nova Scotia.”
- (e) Letter Regarding Funeral Services costs for Volunteer Fire Departments and Ground Search and Rescue Agencies
- (f) Resolution to Wind-Up Roseway Manor Incorporated
- (g) Letter from Roseway Hospital Charitable Foundation to Yarmouth Regional Hospital

- 10(a) Trudy Payne, CAO, presented Council with the letter and attachments from the Western Counties Regional Library. Discussion was held regarding the mandatory and non-mandatory funding and that both have been allocated in the 2021-2022 budget. Council agreed that we should reach out the other Municipalities within Western Counties to see what other municipalities are planning. Direction was given to Ms. Payne regarding releasing the funds that are deemed mandatory and wait until all municipalities have had a chance to discuss the non-mandatory funding, before bringing this item back to Council for a decision.
- 10(b) Discussion was held regarding the Request for a Letter of Support from Cooke’s Aquaculture. Councillor Thorburn Irvine gave Council a summary of correspondence she received from a resident outlining the concerns they have with Cooke’s. Council decided that they would not be sending a Letter of Support until they received more information from Cooke’s and will be inviting them to Council to make a presentation.
- 10(c) Discussion was held regarding the letter received from the PC Critic regarding bill 50 – Code of Conduct for Municipal Elected Officials. Direction was given to the CAO to reach out to Marilyn Hay, Municipal Advisor and to respond to Mr. Ritcey thanking him for his letter and that we will be sending any questions to the Minister of Municipal Affairs. To be included in this letter, is to request before changes to the MGA go through the Legislature, that they be sent to municipalities for input.
- 10(d) Discussion was held regarding the correspondence received from Shelly Hipson. She would like to have the letter resent to the Minister restating how important it is for the Government to implement the Lahey Report as well as an update for where it stands today.
- 10(e) Discussion was held regarding the letter concerning Funeral Costs for Volunteer Firefighters and Search and Rescue. Deputy Warden Richardson, who also serves on the Administration Board for the Fire

Association stated that after contacting the Association he learned that they had no idea about this request. Direction was provided to send a letter suggesting this request be sent to the NS Fire Association to seek their support first.

- 10(f) Discussion was held for the new Councillors who may not have known about the wind-up of Roseway Manor, the Manor simply wanted to bring the motion back on the books where there was a new Council.

**MOTION: RESOLUTION TO WIND-UP ROSEWAY MANOR INCORPORATED**

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne maintains its position in supporting the wind-up of Roseway Manor Incorporated and once again moves that:

1. It approves the transfer by Roseway Manor Incorporated (the "Corporation") of all of the Corporation's assets to an independent and newly incorporated not-for-profit organization, not to be owned or controlled by the Municipality or the Corporation, at such a date and time as to be determined (the "Transfer");
2. Upon completion of the Transfer, it approves the wind-up of Roseway Manor Incorporated;
3. The Chief Administrative Office of the Municipality, or such other person as may be designed by the Municipality, is hereby authorized, and directed to do, execute, and deliver such things or documents as may be necessary in order to carry out such Transfer and subsequent wind up of Roseway Manor Incorporated.

- **MOTION CARRIED**

- 10(g) Council unanimously agreed that the Letter of Support for the Roseway Hospital Charitable Foundation should be sent to acknowledge the need for financial support from the donation that Yarmouth Regional Hospital received to help the hospital and other hospitals within South Shore Nova Scotia.

**11. COMMITTEE REPORTS/RECOMMENDATIONS:**

**12. COUNCIL MEMBER UPDATES:**

Council discussed their attendance at committees and board meetings including the Building Committee, Roseway Hospital Charitable Foundation, Mayors and Wardens meeting, Affordable Housing Committee, NSFM, and the Nova Scotia Health Association meeting.

Warden Penny Smith discussed her volunteer time spent at the Community Centre where they have set up a Covid Vaccine clinic stating that over 300 people were vaccinated. Residents from the Valley had come to get vaccinated and were very appreciative that they were able to get in.

**13. ADJOURNMENT:**

Council Meeting  
April 12, 2021

There being no further business, the meeting was adjourned at 9:12 pm. The next Council meeting will be held on April 26, 2021 at the Courthouse in Shelburne, NS.

**Alicia Murray**  
**Recording Secretary**

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Date

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Penny Smith, Warden

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Erin Hartley, Director of Corporate Services