



Naturally Yours

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**REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
May 10, 2021**

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Monday, May 10, 2021 commencing at 6:00 pm via Microsoft Teams.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Dale Richardson
Councillor Heidi Wagner
Councillor Ron Coole
Councillor Terry McIntyre
Councillor Doris Townsend
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 – May 10, 2021

Being duly moved and seconded, be it resolved that the Agenda of May 10, 2021, be approved with the following changes:

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- Presentation by David Brewster to move to the first topic on the agenda.
- Personnel Matters to be added to the In-Camera portion per MGA Section 22(2)(c).
- In-Camera topics 4 a, b, and c will be moved to the end of the agenda.

- **MOTION CARRIED**

3. APPROVAL OF MINUTES:

MOTION: APPROVAL OF MINUTES – April 26, 2021

Being duly moved and seconded, be it resolved that the Minutes of April 26, 2021 be approved.

- **MOTION CARRIED**

4. PRESENTATIONS:

(a) Housing Nova Scotia – David Brewster, Senior Case Worker

- 4(a) Mr. Brewster presented Council with a PowerPoint presentation explaining what Housing Nova Scotia is and how they help low-income residents throughout the Province. They are a Provincial Corporation that will help residents with grants, low interest loans and forgivable loans, to help residents who require repairs based on health and safety concerns or structural concerns. Each case is looked at on a case-to-case basis based on the tenants who reside within the household, the total household income, and the projects that need to be completed.

Council asked how the Municipality would be able to help Housing Nova Scotia in their outreach program and/or to help residents who are looking to apply to the programs. Mr. Brewster responded that advertising within the quarterly newsletter and helping fax/email property tax information for the residents to case worker would be a great help.

5. BUSINESS ARISING:

6. RECREATION:

7. ADMINISTRATION:

- (a) Waste Diversion Operator Report – Ryan Jamieson, Waste Diversion Coordinator
- (b) Building Inspector Update – Andrew Goreham, Manager of Inspection Services
- (c) Grant to Organizations Recommendations – Val Kean, Community Development Coordinator*
- (d) Council Meeting Dates Policy Amendment – Erin Hartley, Director of Corporate Services*
- (e) Reduction of Taxes Where Destruction of Property has Occurred Policy Report – Trudy Payne, CAO*

- 7(a) Trudy Payne, CAO discussed the Waste Diversion Operator Report on behalf of Ryan Jamieson; noting how she is always amazed by the hard work and dedication that Mr. Jamieson brings to the position.

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Council inquired about the new residents who are moving into Shelburne County and whether they receive some sort of “welcome package” with the pamphlets describing the correct ways of sorting through waste and pickup schedules. There currently is no such package available but there are pamphlets in the Municipality’s Administration building that residents are welcome too. Council suggested that perhaps adding a section to the newsletter where it shows the information would also be very beneficial where there are many new residents and no accessibility to the Administration building due to current COVID-19 restrictions.

Councillors expressed their gratitude to residents within their districts who have been putting a tremendous effort into filling the red garbage bags of litter within their areas.

- 7(b) Andrew Goreham, Manager of Inspection Services, presented the Building Inspector Update Report to Council, showing the new builds within each district. Council noted that there has been tremendous growth within the Municipality and thanked Mr. Goreham for all the hard work he has done especially with the spike in renovations, new builds and inspections required with new and existing residents.
- 7(c) Val Kean, Community Development Coordinator, presented Council with the 2021/2022 Grants to Organizations Recommendations Report. The Grants Committee reviewed the applications for Shelburne County Mental Health and Wellness and Shelburne County Agricultural Exhibition for a total cost of \$5000.00 and made the recommendation to Council to approve the funding.

MOTION: 2021/2022 GRANTS TO ORGANIZATIONS RECOMMENDATIONS

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve the recommended grant amounts highlighted in the attached, totaling \$5,000, to come from the 2021/2022 Grants to Organization, GL # 00-21950-791.

- **MOTION CARRIED**

- 7(d) Trudy Payne, CAO, presented Council with the Council Meeting Dates Policy Amendment report on behalf of Erin Hartley, Director of Corporate Services. Ms. Payne discussed that due to the 4 day work week which has been offered to all staff members, it would be beneficial for everyone if the Council meetings that have historically been scheduled for the 2nd and 4th Monday of every month, be moved to the 2nd and 4th Wednesday of every month.

MOTION: COUNCIL MEETING DATES POLICY AMENDMENT

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne approve the attached Council Meeting Dates Policy as amended, to become effective June 2021.

- **MOTION CARRIED**

- 7(e) Trudy Payne, CAO, presented Council with the Policy for Reduction of Taxes Where Destruction of Property has Occurred Policy Report. Discussion was held regarding residents within the Municipality calling in and informing the Municipality that their property was destroyed in a fire and wanted to discuss their property tax which was assessed before the fire. Council agreed that there should be notice from the Fire Department that states that there was a fire and that an inspector be sent to the property to reassess the land and any other structures still standing and the client be issued a new tax bill.

MOTION: POLICY FOR REDUCTION OF TAXES WHERE DESTRUCTION OF PROPERTY HAS OCCURRED
POLICY

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne direct staff to develop a policy for the reduction of taxes where the property has been or been partially destroyed by fire, storm or otherwise as per Section 69A (1) of the Municipal Government Act.

- **MOTION CARRIED**

8. FINANCE:

9. OTHER:

- (a) Implementation Report
- (b) April Building Report
- (c) Response from the Honourable Chuck Porter, Minister of Energy and Mines re: George's Bank Moratorium
- (d) Request from Tri-County Women's Centre
- (e) Response Letter from Minister of Municipal Affairs re: Bill 47
- (f) Letter from the Fire Service Association re: COVID Vaccines

- 9(a) Council reviewed the Implementation Report with no further discussions.
- 9(b) Council reviewed the April Building Report with no further discussions.
- 9(c) Discussion was held regarding the George's Bank Moratorium and how CJLS had reached out to Warden Penny Smith for comment regarding this, in which she agreed. The broadcast should be airing soon.
- 9(d) Discussion was held regarding the letter received from Tri-County Women's Centre and their request for Municipalities to help with the surplus of costs amounting to \$50,000. Council discussed how important the Centre is to the community and the women, both youth and adults, that they help. Council would like to have more information regarding a breakdown between Municipalities of the money they are seeking. Council also recommended sending the information to Val Kean, Community Development Coordinator to see if there are any grants available that they may qualify for.

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9(e) Council reviewed the response letter received from the Minister of Municipal Affairs with no further discussion.

9(f) Discussion was held regarding the Covid-19 Vaccinations for Firefighters in NS. Discussion was held surrounding representation for the members – RCMP and EMS have their own, but the Fire Association does not have anyone full time. This makes it difficult when it comes to advocating to the government on matters such as vaccines for the first responders and a central dispatch system. The NSFM has a Fire Service Committee, and it was asked at the recent Rural Caucus Meeting if this Committee had met recently. There will be information provided to the CAO in the future regarding updates.

10. COMMITTEE REPORTS/RECOMMENDATIONS:

11. 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. It was agreed that Councillors would provide a Committee update report in advance of the meeting to be included in the agenda package.

Councillor Sherry Thorburn Irvine spoke to Council regarding the littering and dumping happening around the Shelburne Industrial Park. Councillor Thorburn Irvine, Ryan Jamieson and several wonderful volunteers walked 1.5 kms and collected 32 garbage bags full of waste. Before the lockdown due to Covid-19, the group was intending on doing another 1.5 kms and will be looking to reschedule when restrictions lift.

12. IN CAMERA:

- (a) Acquisition, Sale, Lease and Security of Municipal Property, as per MGA Section 22(2)(a) Shelburne Industrial Park
- (b) Contract Negotiations as per MGA Section 22(2)(e)
- (c) Personnel Matters as per MGA Section 22(2)(c)

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 7:52 pm to discuss the acquisition, sale, lease and security of municipal property, contract negotiations, and personnel matter.

- **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 8:42 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 sell Lot 102-BD to the abutting landowner as discussed in camera as per Section 51 A of the Municipal Government Act, and to sell the property at the price discussed in camera.

- 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. Direction was also given to the CAO regarding Contract Negotiations.

13. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:43 pm. The next Council meeting will be held on May 25, 2021 via Microsoft Teams.

Alicia Murray
Recording Secretary

Date

Penny Smith, Warden

Erin Hartley, Director of Corporate Services