



Naturally Yours

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**REGULAR SESSION OF THE 52<sup>nd</sup> COUNCIL  
OF THE  
MUNICIPALITY OF THE DISTRICT OF SHELburnE  
June 9, 2021**

The Regular Session of the 52<sup>nd</sup> Council of the Municipality of the District of Shelburne was held on Wednesday, June 9, 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  
Val Kean, Community Development Coordinator  
Michelle Williams, Director of Finance  
Erin Hartley, Director of Corporate Services

**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 – June 9, 2021**

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Being duly moved and seconded, be it resolved that the Agenda of June 9, 2021, be approved with the following changes:

- In camera item added 4(c) Personnel Matter as per MGA Section 22(2)(c)

- **MOTION CARRIED**

**3. APPROVAL OF MINUTES:**

**MOTION: APPROVAL OF MINUTES – May 25, 2021**

Being duly moved and seconded, be it resolved that the Minutes of May 25, 2021 be approved.

- **MOTION CARRIED**

**4. IN CAMERA:**

- a) Acquisition, Sale, Lease and Security of Municipal Property as per MGA Section 22(2)(a) – West Green Harbour
- b) Legal Advice as per MGA Section 22(2)(g) – Financial Data System
- c) Personnel Matter 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 6:05 pm to discuss acquisition, sale, lease, and security of municipal property as per MGA Section 22(2)(a)

- **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 6:28 pm.

- **MOTION CARRIED**

Direction was provided to staff in camera.

**5. FINANCE:**

- a) Collection Policy – Michelle Williams, Director of Finance

5(a) Collection Policy – Michelle Williams, Director of Finance

Michelle Williams, Director of Finance, presented Council with the Collection Policy report. Discussion was held regarding the current Collection Policy and the tax sale prewarning letter that is sent to

residents who owe any amount from the previous year. Council discussed that although the prior Council agreed to a prewarning letter being sent for any amount, that they would like to propose a change in policy stating that any resident who owes \$5.00 or less will not receive a prewarning letter as if a tax payer owed this amount in arrears their property would not be subject to going on the tax sale. This change would need to be reflected in both the Collections Policy and the Tax Sale Policy as presented to Council on June 9, 2021. These policies will be brought back to the June 23, 2021 Council meeting seeking a motion of approval and for the changes to the policies to be effective on that date. Council was provided the seven days notice required of a policy change on June 9, 2021.

**6. PRESENTATIONS:**

a) Cooke's Aquaculture

- 6(a) Joel Richardson, Vice President of Relations; Jeff Nickerson, Business Development Manager; Claire Ryan, Director of Public Relations; Andrew Lively, Director of Government Affairs, presented Council with a presentation created by Cooke's Aquaculture.

Cooke's Aquaculture is a family-owned business who has been sustainably operating Atlantic salmon farms for over 23 years in Nova Scotia. Cooke's Aquaculture has been voted Best Managed Company for 16 years running; has been voted as the top 25 Sustainability/Conservation companies and has been the winner for the Best Aquaculture Practices.

Cooke's plans on spending \$106 million within Nova Scotia this year with the Northeast Nutrition Centre in Truro; the new AC Covert building, and by investing in Kelly Cove Salmon including the marine farms, vessels, and remote feeding plants. Jeff Nickerson, Business Development Manager, discussed business in Shelburne including acquiring the Boston Rock lease, new feeding systems, how they were looking to reduce noise as per resident requests, and creating 12 full time employment opportunities in Shelburne. They noted finding housing for employees has been one of their challenges. It was noted by Council that the area is facing a housing challenge. Cooke's stated that if a housing committee was established, they would be interested in having a member serve on the committee.

Discussion was held regarding the Marine Conservation efforts being made particularly in their Grand Manan location where they bring in eggs harvested from the rivers and grow the fish to adulthood. They are then returned to the same location. Conservations have seen fantastic success with this form of farming and the population is growing at a healthy rate.

Mr. Nickerson commented that the regional dive shop is now based out of Shelburne.

The topic of establishing a Community Liaison Committee was raised by Cooke's and that they would love to have Council representation on the committee. The Warden asked Cooke's to send a letter to Council outlining this request and that Council would discuss at a future Council meeting.

Council discussed the concern that residents had voiced regarding the previous plan of building a processing plant in Sandy Point and those rumors that were circulating stating that Cooke's

Aquaculture had received millions of dollars in loans/grants from the Government and had not been making payments. Mr. Richardson discussed that Nova Scotia is the smallest of their operations and just could not justify the funds for a processing plant. When the moratoriums were brought in, the fishing industry was negatively impacted, however, Cooke's has never defaulted on any payments and continue to be in good economic health. It was noted when the loan was provided to Cooke's if Cooke's meet certain expectations of the government than a portion of the loan could be forgivable. Cooke's did not meet these expectations, thus, no part of the loan was forgivable. Cooke's therefore paid the full loan back to the government. At this time, their focus and resources have been redirected to hatcheries and vessels for Nova Scotia.

Cooke's was asked if they planned to do any community engagement sessions to update the community on what was presented to Council.

Cooke's plan for the future involves moving towards hybrid or full land hatcheries and want to continue to work towards being fully ecofriendly.

Council thanked Cooke's for their presentation.

**7. In Camera – continued**

**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 7:41 pm. to discuss legal advice as per MGA Section 22(2)(g) and personnel matter as per MGA Section 22(2)(a).

- **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 8:34 pm.

- **MOTION CARRIED**

Direction was provided to staff in camera.

**8. Business Arising:**

**9. Recreation:**

**10. Administration:**

- a) Community Art Fund Policy – Val Kean, Community Development Coordinator
- b) Grants to Organizations – Val Kean, Community Development Coordinator

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- c) Cyber Reserve Pay Out – Erin Hartley, Director of Corporate Services
  - d) Tax Reduction on Destroyed Property Policy – Trudy Payne, CAO
- 9(a) Val Kean, Community Development Coordinator, presented Council with the Community Art Fund Policy staff report noting that the policy has been expanded to allow for artists outside the local area to apply, but local artist would be given priority. Ms. Kean made note that the Shelburne County Arts Council had their meeting on June 8, 2021 and agreed to contribute \$2,780 towards the Community Art Fund.

**MOTION: COMMUNITY ART FUND POLICY – REVISED**

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne approve the amended Community Art Fund Policy, as attached.

- **MOTION CARRIED**

- 9(b) Val Kean, Community Development Coordinator, presented Council with the Grants to Organizations staff report. Ms. Kean mentioned that since submitting the staff report for Council the Barrington Soccer Association has declined funding as they have cancelled their season. Town of Shelburne – Founder’s Days has also been postponed leaving a total of \$6,156.25 in the budget. Discussion was held regarding approving a grant for the River Hills Golf & Country Club in the amount of \$1,000, and their progress with the golf course and hopeful webcam in the future. Pet Projects grant in the amount of \$2,000 was also recommended.

**MOTION: 2021/2022 GRANTS TO ORGANIZATIONS RECOMMENDATIONS**

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne approve the recommended grant amounts highlighted in the attached, totaling \$3,000, to come from the 2021/2022 Grants to Organization, GL # 00-21950-791.

- **MOTION CARRIED**

- 9(c) Erin Hartley, Director of Corporate Services, presented Council with the Cyber Reserve Payout staff report, noting that the cyber reserve is no longer necessary since cyber insurance has been purchased.

**MOTION: CYBER RESERVE PAYOUT**

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve transferring \$5,000 from the Cyber Reserve into the 2021/22 Operating budget to purchase cyber insurance; and

That, Council of the Municipality of the District of Shelburne approve the termination of the Cyber Reserve.

- **MOTION CARRIED**

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- 9(d) Trudy Payne, CAO, presented the Tax Reduction on Destroyed Property Policy staff report. Ms. Payne noted that the resident whose home was destroyed, would need to submit an application form for the tax reduction and that they would only qualify if they had no intention on rebuilding in the 6 months period. Council discussed the Director of Finance having the authority to reduce taxes equal or less than \$500.00. Council decided that the Director of Finance seek approval from the CAO to approve a reduction between \$0-\$500.

**MOTION: TAX REDUCTION ON DESTROYED PROPERTY POLICY**

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne adopt the Tax Reduction on Destroyed Property Policy as amended.

- MOTION CARRIED

**11. OTHER:**

- a) May Building Report
- b) Thank you letter from Town of Lockeport – July 1, 2021 funding
- c) Response from Honourable Seamus O'Reagan re: George's Bank Moratorium
- d) Letter from resident re: climate change impact

- 10(a) Council reviewed the May Monthly Building Report with no further discussions ~~held~~.
- 10(b) The letter from the Town of Lockeport was received and reviewed.
- 10(c) The response from Honourable Seamus O'Reagan was received and reviewed.
- 10(d) Council discussed the letter received from a concerned citizen regarding ~~the~~ dry wells and hopes for a well program to be created within the Municipality. Council shared in the frustration of having dry wells during the summer months and want to look into more resources that are available. Trudy Payne, CAO mentioned that although Barrington has made a public statement that they were pulling back in ways to help with the drought/dry well issue, the Municipality of the District of Shelburne has no plans to withdraw on the services Eastern Shelburne County has provided in the past for this year. Ms. Payne mentioned that staff were working on a flyer to distribute to residents with background information regarding the dry wells and tips and tricks on how residents can help themselves during these hard times.

**12. COMMITTEE REPORTS AND RECOMMENDATIONS:**

Warden Penny Smith mentioned the FCM Conference that herself, CAO Trudy Payne and Councillor Sherry Thorburn Irvine attended. The Prime Minister mentioned the current housing crisis and Council agreed this would be an opportune time to re-evaluate the importance of housing in the strategic planning workshops.

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Warden Penny Smith noted that she made a graduation ad that will be airing on the radio congratulating the graduates of 2021.

Finally, CAO Trudy Payne mentioned the Building Committee meeting noting that 66% of the base building design is completed. The sprinkler systems that had been tossed around have been approved in the design. Ms. Payne mentioned that they would prepare for a press release and public information booths to update and inform the public on this major capital project. Community engagement is encouraged and voting for outdoor colour design may be a way to engage the community. Another option mentioned is an art display in the entrance of the building – this can certainly be done after construction for public engagement.

**13. COUNCIL MEMBER UPDATES:**

**14. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:35 pm. The next Council meeting will be held on Monday, June 14, 2021 via Microsoft Teams.

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

July 21/21  
Date

  
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Penny Smith, Warden

  
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Erin Hartley, Director of Corporate Services