



Naturally Yours

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**REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
October 20, 2021**

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, October 20, 2021, commencing at 6:00 pm at the Municipal Administration Building, Council Chambers.

THOSE IN ATTENDANCE:

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

ALSO IN ATTENDANCE:

Val Kean, Community Development Coordinator
Erin Hartley, Director of Corporate Services
Morgen Balletto, Recording Secretary
John Cuming – Legal Counsel, Taylor, MacLellan Cochrane via Teams
Adam Dedrick, Director of Recreations and Parks
Warren MacLeod, Director of Economic Development
Members of the Public

1. CALL TO ORDER:

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

A moment of silence was held in remembrance of our dear friend and colleague Councillor Terry McIntyre.

Trudy Payne, CAO

Trudy.Payne@municipalityofshelburne.ca

www.municipalityofshelburne.ca

Penny Smith, Warden

warden@municipalityofshelburne.ca

2. APPROVAL OF AGENDA:

MOTION: APPROVAL OF AGENDA – October 20, 2021

Being duly moved and seconded, be it resolved that the Agenda of October 20, 2021, be approved with the following additions:

- a. St. Matthew's Church Support Letter
- b. In Camera - Personnel Matters MGA 5 22(2)(c)

- **MOTION CARRIED**

3. APPROVAL OF MINUTES:

- a. September 22, 2021

MOTION: APPROVAL OF MINUTES – September 22, 2021

Being duly moved and seconded, be it resolved that the Minutes of September 22, 2021, be approved as circulated.

- **MOTION CARRIED**

4. BUSINESS ARISING:

There was no business arising from the minutes to be discussed.

5. ADMINISTRATION:

- a. Request to Revoke Letter of Support re: Community Wind/ABO Wind Staff Report – Trudy Payne, CAO
- b. Laserfiche and AMA Records Management Staff Report – Erin Hartley, Director of Corporate Services
- c. Jordan River Trail - Letter of Authority Amendment – Adam Dedrick, Director of Recreation and Parks
- d. World Championship Axe Throwing Sponsorship Request – Val Kean, Community Development Coordinator

5(a) Trudy Payne, CAO, presented the Request to Revoke Letter of Support re: Community Wind/ABO Wind Staff Report. Ms. Payne provided background information including that at the March 8, 2021, Council meeting Bill MacLean with Community Wind presented to Council concerning a proposed wind energy project for the Sandy Point area. At the time of the presentation, Mr. MacLean stated the project could result in 10 wind turbines providing 50 megawatts of power. Mr. MacLean did emphasize that the project was in the early stages of development.

On June 23, 2021, Council discussed a letter received from Mr. MacLean, requesting a letter of support for their proposed project. Council unanimously made the following motion; "Be it resolved that the Council of the Municipality of the District of Shelburne approve providing Community Wind Farms Inc. with a letter of support for the Sandy Point Wind Energy Project."

The letter of support written on July 7, 2021, was provided to Community Wind for the following primary reasons:

- The proposed project aligns with the vision and goals as outlined in the Municipality's Integrated Community Sustainability Plan (ICSP) which involved a comprehensive public consultation process. Part of the Vision Statement includes the following statement: "Our tradition of self-reliance partnered with new technologies creates a robust economic climate that welcomes renewable energy and new, sustainable industries." The guiding principle states "to encourage development of renewable energy projects and create a facilitative policy environment for these projects."
- The land use by-law was amended in 2015 to enable wind energy projects, including industrial size developments over 2 megawatts

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- Community Wind's commitment that they would ensure community engagement and information sessions throughout the various stages of the project

It was clarified that the intent of the letter of support is in principle, supporting the idea of wind energy. The intent of the letter is understood by Community Wind and ABO Wind, as confirmed in a telephone conversation with Mr. MacLean.

At the September 22, 2021, Council meeting, two representatives for Stop Sandy Point Wind asked Council to revoke the letter of support "until further engagement and consultation can take place with all the residents of Shelburne County".

Council was presented three options to consider:

1. To rescind the motion made on June 23, 2021, to provide a letter of support (in principle) to Community Wind for their proposed renewable energy project. This would essentially revoke the letter.
2. To not rescind the motion made at the June 23, 2021, Council meeting, and therefore, to not revoke the letter.
3. To not rescind the motion made at the June 23, 2021, Council meeting, but revise the letter to clarify the letter is a letter in support in principle (Council supports the idea of a wind energy project) as the proposed project aligns with the Municipality's ICSP. Additionally, the land-use by-law enables this type of development to occur within the Municipality, providing the proponent adheres to the regulations as outlined in the by-law, as well as the commitment made by Community Wind to engage and inform the public throughout the process.

Warden Smith provided an overview of Council's considerations when agreeing to provide the letter of support, as well as providing an outline of the process going forward. It was emphasized that the letter for support (in principle) does not constitute approval for the project.

Councillor Thorburn Irvine noted the reasons she supported the initial letter as well as the reasons she has since reconsidered and requested that Council consider rescinding the motion until further public consultation. She also urged the citizens to reconsider their objection to joining the Municipality in a joint Coalition for this project where accurate and timely information could be shared.

Discussion was held regarding this not being a municipal project, the requirements and guidelines federally, provincially and municipally, the Municipality's ICSP and land-use by-law which were approved by the previous council and supported by the current council, the proper avenue for comments and questions as well as the need for professional and respectful correspondence for all parties involved. During the discussion Councillor Thorburn Irvine asked Council to consider option three in the staff report. She noted that she would like the concerned citizens group's opinions to be acknowledged by revising the letter of support to indicate that there is not strong public support for this project. Councillor Thorburn Irvine made a motion to this effect, but it was not seconded causing the motion to fall to the floor.

After all Councillors had an opportunity to speak, Warden Smith confirmed Council's decision to not revoke or revise the letter of support. All Council members, except Councillor Irvine Thorburn agreed not to rescind the motion or revise the letter of support.

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5(b) Erin Hartley, Director of Corporate Services, presented the Laserfiche Software and AMA Electronic Records Management Staff Report to Council.

The Municipality of Shelburne approved \$75,000 from capital and \$30,000 from operating in the 2021-22 budget to move from paper to electronic records management. The capital expenses include software, licenses, technological upgrades and infrastructure purchases. The operating piece is earmarked for wages for implementation of the project which is anticipated to begin in January 2022

Discussion was held regarding sole provider status as staff feel it justifiable to forego the Request for Proposal process and purchase records management software since Laserfiche, through the company ThinkDox, could be considered a sole provider. Our IT provider does not currently have the capacity to provide electronic records management support to us using any software other than Laserfiche. The Municipal Solicitor has provided an opinion that this reasoning is sound. ThinkDox has provided an initial estimate and scope of work including an introductory meeting, configuring repository security, importing the AMA classification scheme and retention schedule, consultations and training for \$11,250.00

MOTION: LASERFICHE SOFTWARE

Be it resolved that Council of the Municipality of the District of Shelburne forgo the Request for Proposal process due to sole provider status and authorize the purchase of Laserfiche from ThinkDox at an estimated cost of \$11,250.00

- **MOTION CARRIED**

MOTION: AMA ELECTRONIC RECORDS MANAGEMENT

Be it resolved that Council of the Municipality of the District of Shelburne adopt the Nova Scotia Association of Municipal Administrators classification scheme and retention schedule in relation to electronics record management.

- **MOTION CARRIED**

5(c) Adam Dedrick, Director of Recreation and Parks, presented the Jordan River Trail – Letter of Authority Amendment staff report to Council, advising that on September 21, 2021, the Municipality hosted a public meeting about their plans to potentially expand the use of the Jordan River Trail to include off-highway vehicles.

Discussion was held regarding Council of the Municipality of the District of Shelburne submitting a request to the NS Department of Lands & Forestry to amend the Letter of Authority for the Jordan River Trail to include Off Highway Vehicles. Adam Dedrick informed Council of positive feedback received at the public meeting along with the results of the trail use survey and trail counts. It was apparent that the majority of those in attendance were in support of expanding the use of the trail to include OHVs. In addition, there was previous community consultation completed that provided evidence of support for OHV use on trails. In 2020, the Recreation & Parks Department conducted a survey to gather data on the use of local trails located in the Municipality that are regularly maintained by a trail group or organization. The results of the survey, which had 298 respondents, showed an overwhelming support of a connected trail system and one that allows motorized use. It was also discussed that in its planning for the bridge repairs, to explore with NSTIR the option to make the bridge a Bailey bridge to provide access for vehicles in

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emergency situations. Adam Dedrick informed Council that 2022 the project will be in a better place for information gathering, support and potential grant applications.

MOTION: JORDAN RIVER TRAIL - LETTER OF AUTHORITY AMENDMENT TO INCLUDE OFF-HIGHWAY VEHICLES

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne submit a request to the Nova Scotia Department of Lands and Forestry to amend the Letter of Authority for the Jordan River Trail to include Off-Highway Vehicles.

- **MOTION CARRIED**

5(d) Val Kean, Community Development Coordinator presented potential sponsorship options for the 2021 World Championship of Double-bit Axe Throwing, which will be hosted in the Municipality of Barrington, August 26-28, 2022.

In June 2020, the Municipality of Barrington was awarded the right to host the 2021 World Championships of Double-Bit Axe Throwing. The responsibility to organize the event was subsequently conveyed to the independent Local Organizing Committee, the 2021 World Championships of Axe Throwing Organizing Committee.

In the summer of 2022, the Nova Lumberjack Society, together with the Municipality of Barrington and in partnership with the local organizing committee, will be hosting the World Championships of Double-bitted Axe Throwing. This 3-day event is anticipated to welcome over 150 participants and over 500 spectators to Shelburne County. The competition will be held at the Municipal Recreation Complex on Sherose Island. The potential economic impacts to accommodations, gas stations, retail and restaurants will be significant. Request has been made to the Municipalities of Argyle, Queens, Shelburne, and Yarmouth and well as the Towns of Clark's Harbour and Shelburne, however no contribution amounts have been confirmed at this time. The total event budget for this event is \$194,500. The Municipality of Barrington Council has approved the financial contribution of \$20,000, as well as administrative and in-kind contributions. Staff recommends that Council consider allocating support of \$5,000 in the 2022/2023 Grants to Organizations budget to provide "platinum level" sponsorship of this event - Sponsorship benefits are attached. In 2019, the Municipality sponsored the Nova Lumberjacks Society's annual Nova Scotia Lumberjack Championships with a contribution of \$2,000

MOTION: WORLD CHAMPIONSHIP AXE THROWING SPONSORSHIP REQUEST

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne consider allocating support of \$5,000 in the 2022/2023 Grants to Organizations budget to provide "platinum level" sponsorship of this event.

- **MOTION CARRIED**

6. FINANCE:

There were no items to discuss.

7. OTHER:

- a. Quarterly Waste Diversion Report
- b. Monthly Building Report
- c. St. Matthew's Church Support Letter

7.(a) The Quarterly Waste Diversion Report was reviewed by Council.

7.(b) The Monthly Building Report was reviewed by Council.

7.(c) Councillor Doris Townsend received a letter from the Treasurer of The Clyde River Society and Cemetery informing her of their intent to raise funds to secure the building and demonstrate a commitment to the future restoration, preservation, and maintenance of the building and surrounding property, including the cemetery. It is hoped that the present structure can be turned into a non-denominational church and community centre. The intention is to apply for any funding/grants available through the Municipal Units and they are preparing a proposal to be reviewed by the Regional Office of the United Church at the end of this month. If approved securing the building against weather and for the Winter can begin. The group requested a Letter of Support from the Municipality of the District of Shelburne.

MOTION: LETTER OF SUPPORT TO THE ST. MATTHEW'S UNITED CHURCH IN CLYDE RIVER (THE CLYDE RIVER SOCIETY AND CEMETERY)

Being duly moved and seconded, be it resolved that the Council of the Municipality of Shelburne provide a letter of Support to the St. Matthew's United Church in Clyde River (The Clyde River Society and Cemetery).

- MOTION CARRIED

9. COMMITTEE REPORTS/RECOMMENDATIONS:

There were no items to discuss.

10. COUNCIL MEMBER UPDATES:

Sherry Thorburn Irvine updated Council on vaccination policy meeting with Western County Regional Library Board, as well as noted attendance at the last LBANS meeting.

11. IN CAMERA:

(a) In Camera - Personnel Matters MGA 5 22(2)(c)

MOTION: ENTER "IN CAMERA"

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne enter "In Camera" at 7:40 pm, to discuss a personnel matter

- MOTION CARRIED

MOTION: EXIT "IN CAMERA"

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne exit "In Camera" at 7:48 pm

- MOTION CARRIED

Staff were provided direction on a personnel matter.

12. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:48 pm. The next Council meeting will be held on Wednesday, October 27, 2021, in the Shelburne Council Chambers.

Morgen Balletto
Recording Secretary

Nov 2/21
Date



Penny Smith, Warden



Erin Hartley, Director of Corporate Services