



Naturally Yours

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

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, November 10, 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 via Teams
Trudy Payne, CAO

ALSO IN ATTENDANCE:

Mike Shand, EMO Coordinator
Michelle Williams, Director of Finance via Teams
Adam Dedrick, Director of Recreation and Parks
Warren MacLeod, Director of Economic Development via Teams
Morgen Balletto, Recording Secretary

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 – November 10, 2021

Regular Council Meeting
November 10, 2021

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

- In camera item added 8(c) Personnel Matter as per MGA S. 22(2)(c)

- **MOTION CARRIED**

3. APPROVAL OF MINUTES:

- a. October 27, 2021

MOTION: APPROVAL OF MINUTES – October 27, 2021

Being duly moved and seconded, be it resolved that the Minutes of October 27, 2021, be approved as circulated.

- **MOTION CARRIED**

4. BUSINESS ARISING:

There were no items to discuss.

5. ADMINISTRATION:

- a. EMO Update – Mike Shand, EMO Coordinator

5(a) Mike Shand, EMO Coordinator, provided an update from the Emergency Management Office report to Council.

Mr. Shand began his PowerPoint presentation by reviewing the Alert Ready Emergency Alert System, noting that examples are often seen on American radio and television stations that interrupt the broadcast to bring notifications such as Amber Alerts and severe weather warnings. With Alert Ready this kind of service is now available in Nova Scotia by using Broadcast Intrusive messages for specific immediate need emergencies. Non-Broadcast Intrusive messages are also available including airport and non-emergency road closures, volunteer requests, and notice of Emergency Support Facilities.

Discussion was held regarding the basics of the program with questions about ease of use, which Mr. Shand referred to as very easy, with drop-down lists, and alert criteria listed. From the moment the message comes in it is ready to be broadcast within 15-20 minutes. He also clarified the notices could come from the RCMP, Warden or CAO who have been trained in the system, using notifications, the identifier unique to the Municipality and Personal Identification Numbers for access.

A question was raised as to how the alerts are transmitted and Mr. Shand explained that it comes through cellphone carriers who work in conjunction with Nova Scotia Emergency Management Office (NSEMO) and Shubie Radio.

It was recommended that the introduction of Alert Ready and pertaining information be in the upcoming newsletter. The first test of this service will be November 17, 2021, and it is recommended that it be tested every six months.

Discussion was also held regarding the new EMO provincial representative, 2021 drought conditions, information requests regarding municipal or government programs for well-drilling, COVID protocols regarding EMO and comfort centres and the hurricane season.

6. FINANCE:

a. Financial Update

6(a) The financial reports and statements were presented by the CAO followed by each Director summarizing key points pertaining to revenue and expenditures of their departments. Council was directed to refer to the financial statements and reports provided by the CAO and each Director.

Ms. Payne and Ms. Williams informed Council that seven months into the 2021-2022 fiscal year, staff currently are forecasting a surplus. Discussion was held regarding equalization payments, building permits, operating reserves, gas tax, COVID-19 costs, DEED transfer tax, uncollected tax/fees, collections, reserves, and low-income housing applications.

7. OTHER:

- a. Monthly Building Report – October 2021
- b. Correspondence Regarding PVSC's Tusket Office
- c. Correspondence Regarding Drought Conditions

7(a) Trudy Payne, CAO, updated Council on the October 2021 Monthly Building Report.

7(b) Trudy Payne, CAO, informed Council of correspondence received from the Property Valuation Services Corporation (PVSC) regarding their decision to not renew the lease on their offices in Tusket, and therefore that office will be officially closed on December 1st, 2021.

7(c) Trudy Payne, CAO, and Warden Penny Smith informed Council of correspondence from the Honourable John Lohr, Minister of Municipal Affairs and Housing, received on September 20, 2021 acknowledging the letter from the Municipality regarding the recurrent drought conditions affecting access to well water for residents in Southwestern Nova Scotia. He advised that he is aware of the challenges in our region and others. He indicated that staff from Municipal Affairs and Housing and the Nova Scotia Emergency Management Office would be good channels of communication.

8. IN CAMERA:

- a. MGA Section 22(2)(e) Contract Negotiations
- b. MGA Section 22(2)(g) – Legal Advice
- c. MGA 5 22(2)(c) - Personnel Matters

MOTION: ENTER "IN CAMERA"

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne enter "In Camera" at 7:10 pm discuss contract negotiations, legal advice and personnel matters.

-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 8:16 pm

- **MOTION CARRIED**

Direction was provided to the CAO regarding the in camera items.

9. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:16 pm. The next Council meeting will be held on Wednesday, November 24, 2021, in the Shelburne Council Chambers.

**Morgen Balletto
Recording Secretary**

November 25, 2021
Date



Penny Smith, Warden



Erin Hartley, Director of Corporate Services