



Naturally Yours

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**REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELburne
November 24, 2021**

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, November 24, 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
Adam Dedrick, Director of Recreation and Parks via Teams
Chana Ross, Executive Assistant
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 Smith.

2. APPROVAL OF AGENDA:

MOTION: APPROVAL OF AGENDA – November 24, 2021

Regular Council Meeting

November 24, 2021

Being duly moved and seconded, be it resolved that the Agenda of November 24, 2021, be approved with the following changes:

- Other added to 8(b) Connector Trail.

- **MOTION CARRIED**

3. APPROVAL OF MINUTES:

- a. November 10, 2021

MOTION: APPROVAL OF MINUTES – November 10, 2021

Being duly moved and seconded, be it resolved that the Minutes of November 24, 2021, be approved as circulated.

- **MOTION CARRIED**

4. BUSINESS ARISING:

There were no items to discuss.

5. PROCLAMATION:

- a. Municipal Awareness Week – Warden Penny Smith

5(a) Warden Penny Smith read the Municipal Awareness Week Proclamation, proclaiming November 21-26, 2021, as Municipal Awareness Week in the Municipality of Shelburne. Proclamation is attached.

6. PRESENTATION:

- a. Osprey Arts Centre – Marja Himmelman, Executive Director, and Jay Pilzer, Board Chair

6(a) Marja Himmelman, Executive Director, and Jay Pilzer, Board Chair, presented Council with an update on the Osprey Arts Centre.

The Osprey Arts Centre opened to the public in October 2021 after an extended closure due to the Covid-19 pandemic and yacht club fire in 2019. Since reopening, the centre has been busy, and the Christmas program is set to begin in December with following activities planned:

- Christine Tassan et Les Impostures – November 25, 2021
- John Gracie and Friends – December 5, 2021
- It's a Wonderful Life screening – December 11, 2021
- Christmas with the Roses with Kathleen Glauser and Merrie Howe – November 16, 2021

Discussion was held regarding the importance of the Centre becoming the go to place for the arts in Shelburne County. More volunteers and members are necessary for continued growth, and Ms. Himmelman welcomed support from the community. Ms. Himmelman requested that interested individuals please contact her directly for more information.

Mr. Pilzer thanked Council for their ongoing support of the Centre.

Council thanked Mr. Pilzer and Ms. Himmelman for their hard work and commitment to advancing the arts in Shelburne County.

7. ADMINISTRATION:

- a. New Year's Levee 2022 – Val Kean, Community Development Coordinator

5(a)Val Kean, Community Development Coordinator, presented Council with the New Year's Levee 2022 staff report.

In past years, the Municipality of Shelburne and the Town of Shelburne have cooperatively hosted a New Year's Levee event. This event would historically take place in the afternoon on New Year's Day and provide attendees with catered food and local musical entertainment.

The 2021 New Year's Levee was hosted as a virtual kitchen party event because of restrictions on public gatherings. The total budget for this virtual event was \$1,200.

On November 15, 2021, at the Town of Shelburne (ToS) Council meeting, discussion was held regarding the value of hosting this type of event. ToS Council is withdrawing their participation in this event indefinitely.

Council has the following options to discuss for moving forward:

1. Proceed with an in-person event
2. Proceed with a virtual event
3. Discontinue hosting this event

Before the Town Council discussion, Staff polled other Municipalities to gauge the value of hosting the New Year's Levee. Below are those that replied:

1. HRM – Not planning to host a levee event this year
2. Bible Hill – Plan to proceed with an in-person event
3. East Hants – Do not host a levee
4. Barrington – Do not host a levee

Discussion was held regarding options for the Municipality's annual New Year's Levee event. Council inquired about the success of the 2021 virtual kitchen party. Ms. Kean noted that there was an average of twenty-five viewers for the live event. However, there were numerous views on social media of the recorded video. Council agreed that in-person New Year' Levee options should be further explored once the Covid-19 pandemic has ended. Direction was provided to Staff to post a presentation, holiday message, and Warden's Message to municipal social media in lieu of an in-person or virtual Levee.

MOTION: NEW YEAR'S LEEVE 2022

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne will not hold a New Year's Levee for 2022 and will revisit next year, but will have a holiday greeting created.

- MOTION CARRIED

8. OTHER:

- a. Implementation Report
- b. Connector Trail – Adam Dedrick, Director of Recreation and Parks

8(a) Council reviewed the Implementation Report.

8(b) Adam Dedrick, Director of Recreation and Parks, informed Council of the Woodlands Multiuse Trail Association proposal received on November 22, 2021. The proposal would be to construct a connector trail connecting Jordan Branch Road to Spa Road at the parking area of the new civic building. The Association would manage the construction of the trail, advertise the RFP, hire a contractor, and supervise the project. Because the trail is not on the former railbed, it would require the clearing of trees, brush, and the development of the trail bed. The Association has received grant money for their current projects but are under budget and can use the remaining funds to cover the cost. These funds must be spent by June 2022.

Discussion was held regarding general trail use, location, and liabilities to the Municipality.

MOTION: CONNECTOR TRAIL – NEW CIVIC BUILDING

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne support the partnership with the Woodlands Multiuse Trail Association to engage a consultant to put an RFP for design-build of a trail that would connect to our new municipal building site and that all stakeholders need to be engaged in the final plan which must be approved by the Municipality; and

The Director of Recreation and Parks be directed to work with the Trail Association to draft the RFP.

- MOTION CARRIED

Council agreed to move the in-camera items up on the agenda.

11. IN-CAMERA:

- a. Acquisition, Sale, Lease and Security of Municipal Property as per MGA Section 22 (2) (a) – Lake Road
- b. Legal advice as per MGA Section 22 (2) (g)

MOTION: ENTER "IN CAMERA"

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne enters "In Camera" at 6:48 pm to discuss Acquisition, Sale, Lease, and Security of Municipal Property and Legal Advice.

-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 7:23 pm

- **MOTION CARRIED**

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

9. COMMITTEE REPORTS:

a. **Audit and Internal Control Committee Report – Councillors Ron Coole and Sherry Thorburn Irvine**

9(a) Councillors Ron Coole and Sherry Thorburn Irvine informed Council of the Audit and Internal Control Committee Report. Councillor Coole noted that the Committee inquired about the status of the Fire Services Inventory. It was recommended that an audit would be preferable to an inventory. Discussion was held regarding the reasons for the Fire Services Inventory request. This initiative was aimed at providing Council with a comprehensive look at what support the Fire Departments will need from the Municipality.

Discussion was also held regarding the difference between Mutual Aid and Automatic Aid. The success of the automatic aid program in Barrington was also cited as an example.

The Occupational Health and Safety Manual needs to be updated. Insufficient staff resources have caused a delay in completion. Discussion was held and it was noted that the Audit and Internal Control Committee offered to lead this effort. Alternatively, a consultant could be hired. Councillor Wagner explained to Council that she has experience working with an outside contractor to create and update OHS manuals. Council agreed that using an outside contractor could be an option for the Municipality. Direction was provided to Staff to request quotes from contractors for budgetary consideration.

10. COUNCIL MEMBER UPDATES:

Deputy Warden Richardson advised that he attended the following events:

- Attended the Lockeport Remembrance Day services to lay a wreath on behalf of the Municipality
- Building Committee meeting at the new civic building – November 25, 2021

Warden Smith advised that she attended the following events:

- The CAO and Warden met with eleven municipal units, MP Rick Perkins, and MP Chris d'Entremont to discuss the safety and sustainability of the fishing industry – November 12, 2021
- Recorded a message with CJLS for Dumping Day – November 5, 2021
- Attended the Shelburne Remembrance Day services to lay a wreath on behalf of the Municipality
- Shelburne County Mental Health and Wellness Association meeting – November 16, 2021
- The CAO, Director of Economic Development, and Warden met with the Atlantic Canada Opportunities Agency to discuss possible partnerships – November 16, 2021
- Mayors and Wardens' meeting – November 17, 2021
- Building Committee meeting at the new civic building – November 25, 2021

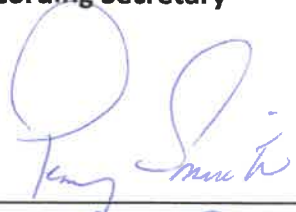
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12. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:10 pm. The next Council meeting will be held on Wednesday, December 8, 2021, in the Shelburne Council Chambers.

**Chana Ross
Recording Secretary**



Penny Smith, Warden



Erin Hartley, Director of Corporate Services

Dec 14/21
Date