



Municipality of
Shelburne

Naturally Yours

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**REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELburne
Wednesday, June 22, 2022
6:00 pm**

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, June 22, 2022, commencing at 6:00 pm at the Municipal Administration Building, Council Chambers.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Dale Richardson via Microsoft Teams
Councillor Ron Coole
Councillor Heidi Wagner
Councillor Sherry Thorburn Irvine
Councillor Anthony Gosbee
Councillor Doris Townsend

ALSO IN ATTENDANCE:

Chana Ross, Executive Assistant
Erin Hartley, Director of Corporate Services
Adam Dedrick, Director of Recreation and Parks via Microsoft Teams
Warren MacLeod, Director of Economic Development via Microsoft Teams
Members of the Public
Members of the Media

REGRETS:

Trudy Payne, CAO

1. CALL TO ORDER:

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

Trudy Payne, CAO

Trudy.Payne@municipalityofshelburne.ca

Penny Smith, Warden

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2. APPROVAL OF AGENDA:

- a. June 22, 2022

MOTION: APPROVAL OF AGENDA – June 22, 2022

Being duly moved and seconded, be it resolved that the Agenda for June 22, 2022, be approved with the following amendment:

- Municipal Boundary Review moved to Administration 8(b)

- **MOTION CARRIED**

3. APPROVAL OF MINUTES:

- a. June 8, 2022

MOTION: APPROVAL OF MINUTES – June 8, 2022

Being duly moved and seconded, be it resolved that the Minutes of June 8, 2022, be approved with the following amendment:

- 7(a) should read “Western Counties Regional Library Board meeting – June 4, 2022. It was noted that there are fiscal concerns from the group regarding provincial library funding” in place of “Library Boards Association of Nova Scotia.”

- **MOTION CARRIED**

4. BUSINESS ARISING:

Councillor Coole advised that the work contracted out for 126 Shore Road was completed.

5. PRESENTATIONS:

- a. Roseway Manor – Darren Stoddard, Timothy Gillespie & Roy O’Donnell, Protect Our Seniors
- b. Roseway Hydro System - Mike Amero, Nova Scotia Power

5(a) Darren Stoddard, Timothy Gillespie & Roy O’Donnell, Protect Our Seniors, presented Council with concerns regarding Roseway Manor.

As part of their presentation, Mr. Stoddard provided a historical overview of Roseway Manor in addition to a report conducted in Ontario on for-profit care facilities. Mr. Stoddard provided a copy of this report to municipal staff for distribution to Council.

Mr. Gillespie discussed concerns over public consultations and recent decisions made by the Council regarding Roseway Manor.

Mr. O’Donnell discussed the merits of holding a public meeting and recent news articles on the subject.

Council thanked the presenters for their presentation.

5(b) Mike Amero, Nova Scotia Power, presented Council with information regarding the Roseway Hydro System.

Mr. Amero provided an overview of the Roseway Hydro System. NS Power owns and operates 33 hydroelectric plants on 17 hydro river systems across Nova Scotia, with a total generation capacity of 400 MW. Over the past few decades, many plants have provided clean, renewable electricity to Nova Scotians. A hydroelectric generating station is located north of Highway 103, at Shelburne, as part of the Roseway Hydro System. The Roseway River is bordered by a series of small, unregulated lakes. A brief history of the hydro system and its status was also provided.

Discussion was held regarding the economic and environmental sustainability of the Roseway Hydro system.

Council thanked Mr. Amero for their presentation.

8. ADMINISTRATION:

b. Municipal Boundary Review – Raleigh King & Derek Robertson, C+D Community Design

8(b) Raleigh King & Derek Robertson, C+D Community Design, presented Council with the Municipal Boundary Review report.

The presenters provided a report on their initial findings and analysis review. Sandy Point was identified as an area of concern since it is currently divided between Districts 1,4, and 3.

The following three options were presented:

Maintain 7 Districts and 7 Councillors:

1. To retain seven (7) Councillors in the seven (7) districts, boundary revisions are required for nearly every district. The goal is to make Sandy point be one continuous community. Currently, Sandy Point has 500 electors, with an average of 523 electors per district within the Municipality. District 4 has fallen out of parity the most, with the current number of electors at 18.1% above the average. Most of this is due to the island of 177 electors District 4 retains within Sandy Point. District 1 contains a section of Sandy Point along Lake Road with 93 electors. District 1 is outside of suggested parity with 11.7% more electors than the established average.

Decrease to 5 Districts and 5 Councillors:

2. In the last election, five (5) candidates were elected by acclamation. Acclamation is a district indicative of a possible merger. The C+D Community Design team has recommended with this option to reduce the number of councillors. The Districts with acclamations can be reduced by merging Districts 2 and 5 with their borders.

Decrease to 4 Districts and 4 Councillors:

3. If the existing Districts of the Municipality of the District of Shelburne were to merge, there could be fair parity numbers without much dividing of communities amongst the Districts. The past election saw five acclamations in the Municipality of the District of Shelburne. When many acclamations occur

within a municipality, the province encourages a reduction of Councillors to promote democratic competition. This system would consist of 4 councillors.

All of three options presented could either maintain the Warden's system or adopt a Mayor system.

A detailed description of the next steps in the process was also provided, including preparing final documents for the public engagement process, which will be publicized through online surveys, newspaper advertisements, and website content. After that, C+D Community Design will confirm the dates for two public meetings and a public hearing.

A discussion was held regarding the process and possible scenarios. Council directed C+D Community Designs and staff to proceed with the next steps in the process which would presenting options 1 and 2 during the public consultation process.

6. Recreation:

a. West Green Harbour Dugouts – Adam Dedrick

6(a) Adam Dedrick, Director of Recreation and Parks, presented Council with the West Green Harbour Field Dugouts staff report.

Phase I of West Green Harbour's ball field upgrades include new dugouts, bleachers, revitalization of the infield, filling holes in the outfield, new bases, a dog bag dispenser, and a field sign. These upgrades should be completed by the end of summer. Construction and installation of the dugouts require some time. Due to their minimal maintenance, long lifespan, and increased transparency for users and spectators, fence dugouts were chosen. They can also be built on existing cement pads. Quotes were requested for constructing and installing two fence dugouts with metal roofs, player guards, and benches on the existing cement pads. Three quotes were obtained, but Eastern Fence's was the lowest, allowing more items to be purchased within the budget.

MOTION: WEST GREEN HARBOUR FIELD DUGOUTS

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve the purchase and installation of two dugouts at the West Green Harbour ball field from Eastern Fence Limited for \$14,000 plus HST.

- MOTION CARRIED

7. Community and Economic Development:

a. Best Practices for Renewable Energies RFP – Warren MacLeod

7(a) Warren MacLeod, Director of Economic Development, presented Council with the Best Practices For Renewable Energies RFP staff report.

Following the implementation of minimum planning standards for all municipalities in Nova Scotia, a regional assessment of planning needs was conducted in the Tri-Counties. It has been determined that there is a strong need for sustainable and consistent regional planning. A strong planning department and regulatory framework are necessary to add to minimum planning standards.

This has led to the Municipality forming partnerships with seven other municipalities in the Tri-County Area. As part of the Tri-County Regional Planning Initiative ("Planning Partnership"), Yarmouth, Argyle, Barrington, Digby, Town of Shelburne, Town of Lockeport, and Town of Digby are participating. Having issued an RFP in February 2022, the Planning Partnership has selected Group ATN Consulting Inc. to begin the implementation of Intent 1 and Outcome 1 of the RFP, which will serve as the foundation for creating the multi-phase Tri-County Planning Initiative.

While the Planning Initiative intends to establish a regulatory framework for renewable energy (amongst many other initiatives), the Municipality is advised to gather the information needed to inform the regulatory framework better when reviewing the Municipal Planning Strategy and Bylaws is conducted.

MOTION: BEST PRACTICES FOR RENEWABLE ENERGIES RFP

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne prepare and issue an RFP seeking a consultant or organization that will provide the Municipality with the following:

- Identify a list of current and potential future renewable energy technologies that can be reasonably anticipated to be applied commercially, either at present or in the foreseeable future (e.g., Wind energy, solar energy etc.).
- Identify a comprehensive list of jurisdictions around the world who are applying "Best Practices" to their regulatory framework regarding each of the identified renewable energy technologies, or who are planning to establish regulatory frameworks for anticipated renewable energy technologies. It is expected that the consultant will focus on jurisdictions that have a long-established track record of successfully engaging such renewable energies.
- For each identified technology, provide a comparative list from the identified jurisdictions for the various activity parameters in their regulatory frameworks. For example, in the case of wind energy, a list would be provided comparing the regulatory frameworks of each jurisdiction regarding such activity parameters as setbacks, noise, light flicker etc.
- Consult with a range of experts within the renewable energy sector to provide feedback and commentary on the identified "Best Practices" for the entire range of activity parameters for each identified renewable energy technology.
- The consultant will provide a report with detailed recommendations on the "Best Practices" on all possible or anticipated activity parameters to apply to the regulatory framework for all the identified renewable energy technologies. The report will be of sufficient detail that the Municipality will have all the relevant information to apply Best Practices to its regulatory framework.

- **MOTION CARRIED**

8. ADMINISTRATION:

- a. Community Well Update Report – Trudy Payne

8(a) Warden Smith provided a Community Well Update for Ms. Payne. As a result of the drought conditions in the Municipality, EMO has developed a drought plan. In times of drought, a community well would

undoubtedly benefit the community. A partnership with SEED is recommended. It is assumed that the drilled well at NSCC is a suitable candidate for use as a community well. Negotiations can be conducted with NSCC to reach an acceptable lease agreement. With SEED, an acceptable partnership can be established. If all DOE requirements are met, the Municipality's insurance company will insure this proposed community well. Staff were directed to move forward with this initiative by Council.

9. OTHER:

- a. Correspondence from the Office of Provincial Department of Municipal Affairs and Housing – re: Spring Letter
- b. Correspondence from the Office of Federal Department of Natural Resources – Re: Response to Gas Price Concerns

9(a) Warden Smith informed Council of correspondence from the Department of Municipal Affairs and Housing regarding the Spring Letter. This is provided for information purposes.

9(b) Warden Smith informed Council of the Federal Department of Natural Resources response regarding concern over gas prices. It was noted during the discussion that Council will continue to advocate for residents regarding this matter and that other letters may be required in the future.

10. BUILDING INSPECTION:

- a. Monthly Building Report – May 2022

10(a) Council reviewed the monthly building report.

11. COMMITTEE REPORTS/WARDEN'S UPDATE:

- a. Committee Reports
- b. Warden's Update

11(a) Councillor Thorburn Irvine advised that she attended the Library Boards Association of Nova Scotia meeting on June 18, 2022.

Councillor Thorburn Irvine thanked Ms. Hartley for sharing resources with the Loyalist Food Bank, which was highly grateful for the assistance.

Councillors Coole and Gosbee advised that they attended the Arena meeting. Council acknowledged that Mr. Dedrick had put much time and effort into the arena.

Councillor Gosbee advised that he attended the Shelburne Port Authority meeting.

Deputy Warden Richardson reported that the Municipality of the District of Guysborough invited the Warden, Chief Administrative Officer, Director of Economic Development, and himself to tour their facilities and learn how they have become more self-sufficient in energy. The meeting was very productive and informative.

11(b) Warden Smith advised that she attended the following events:

- Roseway Manor Board meeting – June 15, 2022

- Accessibility Board meeting – June 16, 2022
- Provided a message to graduates for CJLS – June 17, 2022
- Warden Smith and Mayor Locke met with cruise line executives – on June 18, 2022
- Emergency Management Organization (EMO) meeting – June 20, 2022
- Roseway Hospital Foundation annual general meeting – June 21, 2022
- The Mayor, Wardens, CAO, and Clerks meeting has been postponed

12. IN-CAMERA:

- a. Contract Negotiations as per MGA Section 22 (2) (e)
- b. Personnel Matter as per MGA Section 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 8:38 pm to discuss Contract Negotiations 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 9:20 pm.

- **MOTION CARRIED**

Discussion was held, and direction was provided to staff in camera.

13. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:21 pm. The next Council meeting will be held on Wednesday, July 13, 2022, in the Shelburne Council Chambers.

**Chana Ross
Recording Secretary**

Date

Penny Smith, Warden

Erin Hartley, Director of Corporate Services