Municipality of Shelburne

Naturally Yours

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1WO, Phone: (902) 875-3544 - Fax: (902) 875-1278

REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
February 22, 2023 | 6:00 PM
AGENDA

	TIME	PAGES
1. Call to Order		
2. Approval of Agenda		
a. February 22, 2023		
3. Approval of Minutes		
a. February 8, 2023		**1-4**
4. Business Arising		
5. Presentation		
a. Charlene Harris, President & Harold Harlow, Ball Field Manager, Lower Ohio Recreation Center – Ohio Ball Field Upgrades	**6:00 pm**	**6-7**
6. Economic & Community Development		
a. New Municipal Building Art (For Discussion) – Robin Smith		
b. Nova Scotia Webcam Installation – Val Kean*		**8-9**
c. Healthcare – Information Update (Report to Follow) – Val Kean		
7. Other		
a. Tax Sale Special Council Meeting – Reminder		
8. Committee Reports/Warden's Update		
a. Committee Reports		
b. Warden's Update		
9. In-Camera		
a. Contract Negotiation as per MGA Section 22 (2) (e) – Michelle Williams		
b. Personnel Matters as per MGA Section 22 (2) (c) – Warren MacLeod		
10. Adjournment		

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REGULAR SESSION OF THE 52nd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
WEDNESDAY, February 8, 2023
6:00 pm

The Regular Session of the 52nd Council of the Municipality of the District of Shelburne was held on Wednesday, February 8, 2023, commencing at 6:00 pm at the Municipal Administration Building, Council Chambers.

THOSE IN ATTENDANCE:
Warden Penny Smith
Deputy Warden Dale Richardson
Councillor Doris Townsend
Councillor Sherry Thorburn Irvine
Councillor Anthony Gosbee
Councillor Heidi Wagner
Councillor Ron Coole
Warren MacLeod, CAO via Teams

ALSO IN ATTENDANCE:
Chana Ross, Executive Assistant
Robin Smith, Community Development Coordinator
Andrew Goreham, Manager of Inspection Services
Erin Hartley, Deputy CAO via Teams
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:**
   a. February 8, 2023

2(a) **MOTION: APPROVAL OF AGENDA – February 8, 2023**

Being duly moved and seconded, be it resolved that the Agenda for February 8, 2023, be approved as circulated.

— **MOTION CARRIED**

DRAFT

3. APPROVAL OF MINUTES:

a. January 25, 2023

3(a) **MOTION: APPROVAL OF MINUTES – January 25, 2023**

Being duly moved and seconded, be it resolved that the Minutes of January 25, 2023, be approved as circulated.

— **MOTION CARRIED**

4. BUSINESS ARISING:

There was no business arising.

5. PROCLAMATION:

a. African Heritage Month

5(a) Warden Penny Smith read the African Heritage Month Proclamation, formally declaring the month of February 2023, African Heritage Month in the Municipality of the District of Shelburne. This document was included with the meeting package.

6. PRESENTATION:

a. Shelburne County Senior Safety & Services – Shawna Symonds, Senior Safety & Services Coordinator

b. Zoning – Lauren Hammersley, Pleasant Point Community Members

6(a) Shawna Symonds, Senior Safety and Services Coordinator for Shelburne County Senior Safety and Services, presented Council with a presentation regarding her organization.

In the past 13 years, the Senior Services program has evolved into a non-profit organization. Shelburne County recognizes its Senior Services program as an essential program. They have been accredited as a Senior Safety Program throughout Nova Scotia. For the operating budget of 2023-24, the Municipality of Shelburne is requested to contribute $16,424.47. Other financial contributors and surplus funds will determine this contribution.

The Coordinator and staff will help prevent crime and abuse targeted towards seniors and improve communication with the police. They also offer a free low-income tax program, seniors' social activities and in-home safety visits. Seniors living in rural, isolated areas without transportation can receive assessments, information, and referrals to appropriate homes. Further, they will provide specialized care plans for seniors with dementia, disabilities, mental health issues, alcoholism, hoarding, addictions, and homelessness.

Discussion was held regarding the importance of this service for the county's most vulnerable populations, and how sharing information in municipal newsletters could better distribute information.

Council thanked Ms. Symonds for her presentation.

DRAFT

Warden Smith advised that the items on the agenda would be moved because the first presentation finished early, and the second was scheduled for 6:30 pm.

7. COMMUNITY & ECONOMIC DEVELOPMENT:

a. Tax Exemption for Community Group Policy-Revision

7(a) Robin Smith, Community Development Coordinator, presented Council with the Tax Exemption for Community Group Policy-Revision staff report.

In January 2023, a letter from the Clyde River Society & Cemetery requested that the parcel of land (AAN#00759627) be considered for tax exemption under the Municipality's existing Tax Exemptions for Community Organizations Policy. Before a recent name change, the St. Matthews United Church owned this property. Religious institutions are exempt from property tax under the Nova Scotia Assessment Act if the property is used for religious or congregational use. However, because the facility is no longer used for religious services, the group changed the name of the Society, which will prompt them to receive the provincial tax exemption no longer. After reviewing the information above, staff recommend that Policy 10 – Tax Exemptions for Community Organizations be amended to include AAN #00759627.

MOTION: TAX EXEMPTIONS FOR COMMUNITY ORGANIZATIONS – REVISED

Being duly moved and seconded, be it resolved that the Municipality of the District of Shelburne approve the attached Tax Exemptions for Community Organizations Policy as amended, to include Clyde River Society & Cemetery AAN #00759627.

— **MOTION CARRIED**

8. OPERATIONS & PROTECTIVE SERVICES

a. Monthly Building Report – January 2023

8(a) Council reviewed the Monthly Building Report for January 2023 for information purposes.

9. OTHER:

a. Correspondence – Office of the Deputy Minister – Re: Yarmouth-Maine Ferry

9(a) Warden Smith advised that correspondence was received from the Office of the Deputy Minister regarding the Yarmouth-Maine Ferry. This was shared for information purposes.

10. COMMITTEE REPORTS/WARDEN'S UPDATE:

a. Committee Reports

b. Warden's Update

10(a) Councillor Thorburn Irvine advised that she attended the following:

- NSFM meeting regarding organizational changes
- LBANS meeting – January 28, 2023

- Health Care Discussions – January 18, 2023

Deputy Warden Richardson advised that he attended a building committee meeting and provided an update on the move in date to the new municipal building for the federal departments.

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

- African Nova Scotia event – February 1, 2023
- Budget Workshop – February 1, 2023
- Met with Nova Scotia Health regarding communications – February 2, 2023

6(b) Lauren Hammersley with the Point Pleasant community group presented to Council concerns regarding current zoning.

Ms. Hammersley noted that the community group wants to voice their concerns regarding a potential lobster tank shop being built in their community, a residential area. Currently, the municipality does not have zoning in place. Due to concerns regarding traffic, pollution, and the impact of commercial activities in a residential area, the group requests a stay of permits for industrial businesses in areas with a residential majority until Council has implemented updated zoning policies or bylaws.

Council thanked Ms. Hammersley for her presentation and advised that this item will be discussed at a future Council meeting.

11. <u>ADJOURNMENT:</u>

There being no further business, the meeting was adjourned at 6:35 pm. The next Council meeting will be held on Wednesday, February 22, 2023, in the Municipal Council Chambers.

Chana Ross
Recording Secretary

_____
Date

_____
Penny Smith, Warden

_____
Erin Hartley, Deputy Chief Administrative Officer

DRAFT

Municipality of the District of Shelburne
February 22, 2023 - Council Meeting
MOTIONS

6(a) NOVA SCOTIA WEBCAM INSTALLATION

Be it resolved that the Municipality of the District of Shelburne approve the installation of a Nova Scotia Webcam at the Beach Centre in Lockeport, funds to come from 2022/2023, budgeted money in the Community Development GL # 00-26621-500.

Lower Ohio Recreation Center
Lower Ohio Ball Field

5(a)

Presenters: Charlene Harris, President Lower Ohio Recreation Center

Harold Harlow, Ball Field Manager

At recent community meeting a plan to upgrade the Lower Ohio Ball Field was discussed. This Ball field has been in operation and has served the community of Shelburne Municipality for 100 years. The land was donated by Robert A. Bower Sr. for the community to have recreation opportunities. The field is still being used by the community and now other generations of ball players and residents see the need to have safe recreational opportunities.

It has been identified that the field layout that is currently in place now has a safety issue due to the sun positioning. The back stop presently faces south which puts the pitcher and outfield facing more nor-west right in the suns setting position causing blind spots for catching. Because of this, the field can only be used certain times which limits its use. It also limits teams being able to form in the Shelburne area so people have to go to Barrington, Liverpool and Yarmouth to be on a team. This is not right!!!!

Another challenge our community faces is safe place to walk. The 203 highway is a death trap and an accident waiting to happen. Anyone wanting to enjoy the outdoors with a nice leisurely walk would need to find a side road somewhere if they felt comfortable. So in upgrading the ballfield we decided to add a 20ft walking lane around the field. This allows the community to use the field for outdoor recreation and ball games.

This project will be in the price range of 165,000.00. We have applied for a grant through the NS Recreational Facility Development program which if approved would provide us with a 1/3 of the funding, we are asking The MOS for 1/3 (55,000.00) and the community would need to raise the other third. Which will be through fund raising, donations and in-kind services.

The need for this ball field is a necessary asset to not only our community but to all of Shelburne County.

Costs for field work – 87,650.00

Bush Cutting – 13000.00

Surveying/design/layout/topographic Site Survey- 17,859.50

Fencing – 41,658.00

Migration/ deed tax – 4200.00

Total $165,000

Proposed outline

STAFF REPORT

TO: Warden and Members of Shelburne Municipal Council

FROM: Val Kean, Director of Economic & Community Development

APPROVED BY: Warren MacLeod, Chief Administrative Officer

DATE: February 16, 2023

SUBJECT: **Nova Scotia Webcam Installation**

PURPOSE

To provide the Council with a recommended location for a new Nova Scotia Webcam installation.

RECOMMENDATION

It is recommended to Council that:

The Municipality of the District of Shelburne approve the installation of a Nova Scotia Webcam at the Beach Centre in Lockeport, funds to come from 2022/2023, budgeted money in the Community Development GL # 00-26621-500.

BACKGROUND

In May 2019, the Municipality of Shelburne created a partnership with Nova Scotia Webcam to purchase and operate a Nova Scotia Webcam at Sandy Point Lighthouse. The Municipality covers all cost of operation for this webcam at $129.00/monthly. Council has expressed interest in exploring the installation of a second Nova Scotia Webcam.

DISCUSSION

In the 2022/2023 Community Development budget, funds have been allocated to the installation of an additional webcam purchase and installation. Staff have explored two location options, the Beach Centre in Lockeport and Riverhills Golf and Country Club. Through discussion with staff at both organizations, it was determined that the Beach Centre in Lockeport would be the best partnership opportunity and provide the most benefit to our communities.

In 2022, the Municipality's Sandy Point Lighthouse Webcam had the following traffic:

- 65,000 page views in 2022. Up by 50% compared to 2021. And January 2023 is already up by 60% compared to 2022.

- 75.0% Canada
- 18.8% US
- 2.1% Germany
- 1.5% UK
- Followed by 0.2-0.3% from each: Switzerland, Australia, Italy, Netherlands, France

BUDGET IMPLICATIONS

Funds for the installation to come from 2022/2023 budget in the Community Development GL# 00-26621-500 . On-going operation of the webcam will be a partnership between the Municipality of Shelburne and Town of Lockeport. $1,000 has been allocated in the 2023/2024 draft budget.