

**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**

**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.

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. ADJOURNMENT:**

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

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Erin Hartley, Deputy Chief Administrative Officer