



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 52<sup>nd</sup> COUNCIL  
OF THE  
MUNICIPALITY OF THE DISTRICT OF SHELburne  
November 9, 2020**

The Regular Session of the 52<sup>nd</sup> Council of the Municipality of the District of Shelburne was held on Monday, November 9, 2020 commencing at 7:07 pm at the Courthouse, Shelburne NS and livestreaming on the Municipality's Facebook.

**THOSE IN ATTENDANCE:**

Warden Penny Smith  
Deputy Warden Dale Richardson  
Councillor Heidi Wagner  
Councillor Ron Coole  
Councillor Terry McIntyre  
Councillor Doris Townsend  
Councillor Sherry Thorburn Irvine  
Trudy Payne, CAO

**ALSO IN ATTENDANCE:**

Erin Hartley, Director of Corporate Services  
Alicia Flowers, Executive Assistant  
Val Kean, Community Development Coordinator  
Andrew Goreham, Manager of Inspection Services

---

Trudy Payne, CAO

[Trudy.Payne@municipalityofshelburne.ca](mailto:Trudy.Payne@municipalityofshelburne.ca)

[www.municipalityofshelburne.ca](http://www.municipalityofshelburne.ca)

Penny Smith, Warden

[warden@municipalityofshelburne.ca](mailto:warden@municipalityofshelburne.ca)

1. **CALL TO ORDER:**

The meeting was called to order at 7:07 pm by Acting Chair, Erin Hartley, Director of Corporate Services.

2. **ELECTION OF OFFICERS: (\*Resolution Prepared)**

- 2(a) Erin Hartley, Director of Corporate Services, called for nominations of Warden. Councillor Penny Smith was nominated and accepted the nomination of Warden for the Municipality of the District of Shelburne. There were no other nominations. Councillor Smith was acclaimed as Warden and took her seat as Chairperson of the meeting.
- 2(b) Warden Penny Smith, called for a nominations of Deputy Warden. Councillor Dale Richardson was nominated and accepted the nomination of Deputy Warden for the Council of the Municipality of the District of Shelburne. There were no other nominations. Councillor Richardson was acclaimed as Deputy Warden.
- 2(c) As both positions were acclaimed, there was not a vote and therefore was no need for a motion to be made regarding destruction of ballots.

3. **APPROVAL OF AGENDA:**

3(a) **MOTION: APPROVAL OF AGENDA – NOVEMBER 9, 2020**

Being duly moved and seconded, be it resolved that the Agenda of November 9, 2020, be approved.

- **MOTION CARRIED**

4. **APPROVAL OF MINUTES:**

4(a) **MOTION: APPROVAL OF MINUTES – OCTOBER 13, 2020**

Being duly moved and seconded, be it resolved that the Minutes of October 13, 2020, be approved.

- **MOTION CARRIED**

5. **BUSINESS ARISING:**

There was no business arising brought forward for discussion.

6. **ADMINISTRATION:**

- (a) Private Road Name Approval – Upper Clyde, Welshtown – Andrew Goreham, Manager of Inspection Services
- (b) October Monthly Building Report – Andrew Goreham, Manager of Inspection Services

Council Meeting  
November 9, 2020

- (c) Update on Christmas Activities – Val Kean, Community Development Coordinator
- (d) Associations, Boards and Committees – Council Member Appointments - Erin Hartley, Director of Corporate Services

- 6(a) Andrew Goreham, Manager of Inspection Services, presented Council with the Private Road Name Approval – Upper Clyde, Welshtown staff report. Mr. Goreham stated that no duplications were found of the proposed names and recommended Council approve the names of the private roads presented in the community of Welshtown.

**MOTION: PRIVATE ROAD NAME APPROVAL – UPPER CLYDE, WELSHTOWN**

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne approve the naming of the two (2) private roads within the community of Welshtown as Corona Cove and Richmore Lane.

- MOTION CARRIED

- 6(b) Andrew Goreham, Manager of Inspection Services, presented the October Monthly Building Report. Mr. Goreham stated that there have been more building permits this year compared to last. It was noted that the total construction to date for 2020/2021 is \$7,103,908.00 opposed to last year's total of \$5,029,500.00
- 6(c) Val Kean, Community Development Coordinator, presented the Update on Christmas Activities staff report to Council stating that with the restrictions being given to the public and the increased risk of COVID-19 that the Municipality of the District of Shelburne would be promoting activities that would allow residents to stay at home but still take part in Holiday celebrations. It was noted that the Museum Complex is planning a "Stroll Around Dock Street" where there may be lights and decorations for the public to enjoy. It was also noted that the Christmas Parade would not likely be held this year.

Council discussed continuing with the New Year's Levee, as concerns with COVID-19 continue to rise. Discussion was held regarding ways the Municipality may be able to conduct holiday events virtually. Councillors were asked to send ideas to the Executive Assistant. The Community Development Coordinator will return to Council on November 23, 2020 with more information on this topic.

- 6(d) Erin Hartley, Director of Corporate Services, presented Council with the Associations, Boards and Committees – Council Member Appointments staff report, noting that Council was presented with the terms of references for each and that this follows discussion held on Saturday November 7, 2020 during orientation.

**MOTION: APPOINTMENT TO COMMITTEES**

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne appoint Councillor Ron Coole and Councillor Terry McIntyre as the Municipality's Council Representatives and Sherry Thorburn Irvine as the alternate on the Audit and Internal Control

THAT Council of the Municipality of the District of Shelburne appoint Warden Penny Smith and Councillor Sherry Thorburn Irvine as the Municipality's Council Representatives and Councillor Doris Townsend as the alternate on the Economic Growth Strategy Committee.

THAT Council of the Municipality of the District of Shelburne appoint Deputy Warden Dale Richardson, Councillor Heidi Wagner and Councillor Doris Townsend as the Municipality's Council Representatives and Warden Penny Smith as the alternate on the Planning and Development Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Terry McIntyre and Deputy Warden Dale Richardson as the Municipality's Council Representatives on the Fire Advisory Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Ron Coole and Councillor Heidi Wagner as the Municipality's Council Representatives on the Shelburne County East RCMP Advisory Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Ron Coole as the Municipality's Council Representative on the Shelburne County Arena Association.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Sherry Thorburn Irvine as the Municipality's Council Representative on the Regional Library Board.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Doris Townsend and Warden Penny Smith as the Municipality's Council Representatives and Deputy Warden Dale Richardson as the alternate on the New Building Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Sherry Thorburn Irvine as the Municipality's Council Representative on the Source Water Protection Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Heidi Wagner as the Municipality's Council Representative and Deputy Warden Dale Richardson as the alternate on the Shelburne County East Emergency Management Liaison Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Terry McIntyre as the Municipality's Council Representative and Councillor Heidi Wagner as the alternate on the Roseway Manor Board.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Ron Coole as the Municipality's Council Representative and Councillor Doris Townsend as the alternate on the Region 6 Inter-Municipal Committee.

THAT Council of the Municipality of the District of Shelburne appoint Warden Penny Smith as the Municipality's Council Representative and Councillor Sherry Thorburn Irvine as the alternate on the

Shelburne County Health Care Professional Recruitment & Retention Committee.

THAT Council of the Municipality of the District of Shelburne appoint Councillor Terry McIntyre as the Municipality's Council Representative and Warden Penny Smith as the alternate on the Shelburne Port Authority Committee.

- MOTION CARRIED

7. **FINANCE:**

8. **OTHER:**

9. **COMMITTEE REPORTS/RECOMMENDATIONS:**

10. **COUNCIL MEMBER UPDATES:**

The CAO provided a Healthcare update, noting that there is a new doctor and his family in town that are currently going through their quarantining process before becoming active in the community. The Municipality has helped source out housing for the family and will continue to reach out to them and help them integrate into the community.

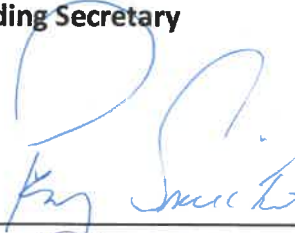
There will also be a new doctor coming to Shelburne in March on a more permanent basis.

11. **IN CAMERA:**

12. **ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:31 pm. Our next Council meeting will be held on November 23, 2020 at the Courthouse in Shelburne, NS.

**Alicia Flowers**  
Recording Secretary



\_\_\_\_\_  
Penny Smith, Warden

\_\_\_\_\_  
Erin Hartley, Director of Corporate Services

Nov 25/20  
Date