



Naturally Yours

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**REGULAR SESSION OF THE 51ST COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
March 25, 2019**

The Regular Session of the 51st Council of the Municipality of the District of Shelburne was held on Monday, March 25, 2019, commencing at 5:00 pm in the Council Chambers of the Municipal Administration Building, Shelburne, Nova Scotia.

THOSE IN ATTENDANCE WERE:

Warden Penny Smith
Deputy Warden David Levy
Councillor Roger Taylor
Councillor John Roscoe
Councillor Doris Townsend
Councillor Terry McIntyre
Councillor Norman Wallet
Tom MacEwan, CAO

ALSO, IN ATTENDANCE:

Michelle Williams, Director of Finance/Deputy CAO
Erin Hartley, Director of Corporate Services
Adam Dedrick, Director of Recreation and Parks
Chana Ross, Executive Assistant
Members of the Public

1. CALL TO ORDER:

The meeting was called to order at 5:00 pm by Warden Smith.

2. APPROVAL OF AGENDA:

Being duly moved and seconded, be it resolved that the Agenda of March 25, 2019, be approved with the following amendments:

- 8.(c) Health Care - Added
- 9.(a) 2019/20 Budget - 7.(b) moved to 9.(a)

- MOTION CARRIED

Tom MacEwan, CAO

tom.macewan@municipalityofshelburne.ca www.municipalityofshelburne.ca

Penny Smith, Warden

warden@municipalityofshelburne.ca

3. APPROVAL OF MINUTES:

Being duly moved and seconded, be it resolved that the Minutes of February 25, 2019, be approved.

- **MOTION CARRIED**

4. Business Arising:

There was no business arising.

5. Recreation:

(a) Kids Fair Play FUNd—March 2019 Review

5.(a) Adam Dedrick, Director of Recreation and Parks, presented to Council the Kids' Fair Play FUNd March 2019 Application Review staff report.

Kid's Fair Play FUNd is a confidential sport recreation and cultural assistance program that provides a valuable service for children and youth of Shelburne County. It addresses the financial barrier faced by some families whose children want to take part in sport, recreation, and cultural opportunities.

There were 4 applications approved, with a total of \$710.

Councillor Townsend joined the meeting at 5:10.

MOTION: KIDS FAIR PLAY FUNd March 18, 2019 APPLICATION REVIEW

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne authorize the release of \$710.00 from the Kids' Fair Play FUNd based on the recommendations from the Kids' Fair Play FUNd Application Review Committee Meeting held on March 18, 2019.

- **MOTION CARRIED**

6. Administration:

- (a) Non-Union Staff Salary Administration Policy 22 Amendment
- (b) SCEEMO Advisory Committee—Councillor Appointment
- (c) Council Implementation Report

6.(a) Erin Hartley, Director of Corporate Services, presented to Council the Non-Union Salary Administration Policy 22 Amendment as previously discussed at the March 11, 2019 Committee of the Whole Meeting.

The policy amendment reflects a change in normal hours of work from 8:30 am to 9:00 am for non-union employees.

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MOTION: NON-UNION STAFF SALARY ADMINISTRATION POLICY 22 AMENDMENT

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve the attached Non-Union Staff Salary Administration Policy 22 Amendment, reflecting a change in normal hours of work.

- **MOTION CARRIED**

6. (b) Erin Hartley, Director of Corporate Services, presented to Council the SCEEMO Advisory Committee—Councillor Appointments staff report.

The SCEEMO Planning Committee and SCEEMO Advisory Committee is restructuring to ensure effective, efficient, and organized response in emergency situations. The SCEEMO Planning Committee will include representatives from various local organizations that may be involved in emergency situations (fire departments, RCMP, ground search and rescue, port authority, etc.).

Each municipal unit has been asked to appoint two representatives and one alternate to sit on the SCEEMO Advisory Committee, along with the CAO and Clerk from each unit, the SCEEMO Coordinator, the Provincial EMO representative and the staff administration resource.

MOTION: SCEEMO ADVISORY COMMITTEE—COUNCILLOR APPOINTMENT

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne appoint Councillor Townsend and Councillor Roscoe as the Municipality's Council representative on the SCEEMO Advisory Committee and appoint Councillor McIntyre as the alternate.

- **MOTION CARRIED**

6.(c) The Council Implementation Report was reviewed.

The CAO provided Council with an update on rural internet. A positive discussion was held between Monique Arsenault of Develop Nova Scotia and the CAO on the Municipality's pre-application. A response is expected by the end of March 2019, which would allow project implementation to begin July 2019. It was noted that reliable high-speed internet is important for continued growth within the community.

Discussion was held regarding the importance of Council continuing to write letters of support for Roseway Hospital.

7. **Finance:**

(a) Tax Sale Results March 5, 2019 & Tender Unsold Properties

7.(a) Michelle Williams, Director of Finance, presented to Council the Tax Sale Results March 5, 2019, and Tender Unsold Properties staff report.

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There were 27 properties available for the March 5, 2019 Tax Sale; 19 sold, leaving 8 properties available for tender. There are 2 properties remaining from last years' tax sale. A list with balances owing as of March 2019 was provided to Council for information purposes.

It was recommended to Council that the 8 unsold properties be tendered with no minimum bid; bid price to include HST. A fee of \$575 per successful bid will have to be paid to cover legal costs associated with the preparation and registration of the Certificate of Sale and Tax Deed. The Municipality will post the notice of tender beginning on April 1, 2019, with the second post, the week of May 20, 2019. The closing date is May 31, 2019.

Results from the tenders will be brought to the Committee of the Whole and Council in June 2019.

MOTION: TAX SALE RESULTS MARCH 5, 2019 & TENDER UNSOLD PROPERTIES

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne, approve the eight properties that did not sell at the March 5, 2019 Tax Sale be tendered with no minimum bid; bid price to include HST. A fee of \$575 will be added to each successful bid to cover the preparation and registration of the Certificate of Sale and Tax Deed.

- MOTION CARRIED

8. Committee Reports/Council Member Updates:

- (a) Committee Reports
 - i. Audit and Internal Control Committee
- (b) Council Member Updates
- (c) Health Care

8.(a)i. Tom MacEwan, CAO, presented to Council the Insurance Policy Recommendations as recommended from the March 19, 2019, Audit and Internal Control Committee Meeting.

Discussion was held regarding increasing liability coverage from \$5 million to \$15 million. It was noted that the current budget recommendations include increasing from \$5 million to \$10 million, but funding can be found for the difference.

Discussion was held regarding the addition of Environmental Liability, Board Members Accident, Volunteer Accident, Conflict of Interest and Workers Compensation for fire department coverage.

It was agreed that all of the above-mentioned items be included in the 2019/2020 budget.

8.(b) Warden Smith, the CAO, and Ms. Hartley attended on March 12, 2019, the SCEEMO Advisory Committee Meeting.

Warden Smith and the CAO met with representatives on March 19, 2019, from Kenny and Ross regarding rural internet. The lack of internet service available to this company is negatively impacting their business operations. Bell is making recommendations for solutions. A letter is being prepared and will be forwarded to the Municipality in support of this initiative.

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Warden Smith advised Council that the Shelburne County Mental Health and Wellness Association meeting was held on March 19, 2019. The organization has received funding for and has posted online for a Warmline Coordinator that will train volunteers and seek funding resources.

Warden Smith and the CAO met with Maria Ceschiutti, a local Nurse Practitioner on March 22, 2019, for a follow-up discussion on changes to the Hospital Act.

8. (c) Tom MacEwan, CAO, informed Council that a letter was sent to the Nurse Practitioners Association of Nova Scotia and a positive response was received. The letter discussed partnering to lobby the NSHA and Provincial Government to change the Hospital Act to allow Nurse Practitioners to admit and discharge patients to better serve Emergency Departments. Discussion was held, and Council agreed that letters be sent to other Nova Scotia Municipalities to support these changes to the Hospital Act.

A local rally in support of local health care workers will be held on March 31, 2019 at Roseway Hospital. Discussion was held, and it was agreed that Municipality of the District of Shelburne will offer support for the rally by posting information on social media and our website. In addition, letters will be sent to other Nova Scotia Municipalities in support of such initiatives.

The CAO informed Council of the Roseway Newsletter update that has been circulated by the NSHA. The newsletter will be posted to the Municipality's social media and website pages.

The CAO informed Council of the Rural Health Care Crisis Working Groups strategic planning session scheduled for April 6, 2019. It was noted that Council will provide representation at this session and going forward.

9. **2019/20 Budget:**

(a) 2019/2020 Budget

9.(a) Michelle Williams, Director of Finance, presented the 2019/2020 Budget to Council.

MOTION: 2019/20 BUDGET

THAT Council of the Municipality of the District of Shelburne approve its 2019-2020 operating budget reflecting revenues and expenditures of \$8,200,212.

THAT the Council of the Municipality of the District of Shelburne approve a 2019-2020 residential tax rate of \$1.26 per \$100 of assessment, resource tax rate of \$1.26 per \$100 of assessment, and commercial tax rate of \$1.82 per \$100 of assessment.

THAT the Council of the Municipality of the District of Shelburne approve its 2019-2020 interest rate of 14% annually for overdue accounts, calculated monthly.

- **MOTION CARRIED**

Warden Smith presented the Warden's 2019/2020 Budget Address.

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10. ADJOURNMENT:

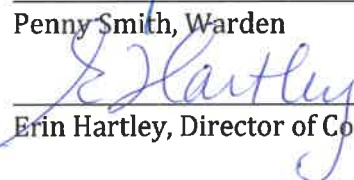
There being no further business, the meeting was adjourned at 7:45 pm.

Chana Ross
Recording Secretary

April 26/19
Date



Penny Smith, Warden



Erin Hartley, Director of Corporate Services