



Naturally Yours

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REGULAR SESSION OF THE 51ST COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
June 24, 2019

The Regular Session of the 51st Council of the Municipality of the District of Shelburne was held on Monday, June 24, 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
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
Val Kean, Community Development Coordinator
Ryan Jamieson, Waste Diversion Officer
Chana Ross, Executive Assistant
Members of the Public

REGRETS:

Deputy Warden David Levy

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 June 24, 2019, be approved with the following amendments:

- 7.(g) Offshore Development
- 7.(h) Rural Opportunity Event
- 10.(a) Contract Negotiations
- 10.(b) Personnel Matters

- **MOTION CARRIED**

3. **APPROVAL OF MINUTES:**

Being duly moved and seconded, be it resolved that the Minutes of May 27, 2019, be approved as circulated.

- **MOTION CARRIED**

4. **Business Arising:**

There was no business arising.

5. **Recreation:**

(a) Kids Fair Play FUNd Review – June 2019

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

Kid's Fair Play FUNd is a confidential sports 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 25 applications approved, totaling \$3,794.

MOTION: KIDS FAIR PLAY FUND JUNE 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 \$3,794 from the Kids' Fair Play FUNd based on the recommendations from the Kids' Fair Play FUNd Application Review Committee Meeting held on June 19, 2019.

- **MOTION CARRIED**

6. **Finance:**

(a) Tender Results of May 31, 2019 Tax Sale

6.(a) Michelle Williams, Director of Finance, presented to Council the Tender Results of May 31, 2019 Tax Sale staff report as previously discussed at the June 10, 2019, Committee of the Whole Meeting.

Per Section 134 of the Municipal Government Act, if a property has outstanding taxes for the preceding three fiscal years, it shall be put up for tax sale. As per the Municipality of the District of Shelburne's Tax Sale Policy, when the tender tax sale list was produced in the 2018/2019 fiscal year, a "property shall be sold for tax sale if taxes are in arrears for the proceeding two fiscal years."

For the week of April 1, 2019, and May 20, 2019, a tender ad was posted in the local newspaper, as well as on Municipal website. Eight properties were available. Six received bids and two did not receive any bids. The total write-offs would be \$35,216.40. Currently, the Municipality has \$68,012.26 available for write-offs.

Discussion was held and it was suggested that the seven properties that received bids be considered through seven individual motions.

MOTION: TENDER RESULTS OF MAY 31, 2019 TAX SALE – INDIVIDUAL MOTIONS

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne consider each tender bid from the May 31, 2019, Tax Sale through seven individual motions.

- **MOTION CARRIED**

Discussion was held and clarification was provided on the tender process. Staff were directed by Council to provide additional photographs and more detailed information on each property.

MOTION: TENDER RESULTS OF MAY 31, 2019 TAX SALE – TABLED

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne agree to table discussion of the Tender Results of May 31, 2019 Tax Sale to the July 22, 2019, Council Meeting.

- **MOTION CARRIED**

7. Administration:

- (a) Introduction of Waste Diversion Officer – Ryan Jamieson
- (b) Tourism – Show Me Map
- (c) Art Support
- (d) Area Rate Policy for Fire Departments
- (e) Council Implementation Report
- (f) Nurse Practitioner Recruitment Video – Harbourtone
- (g) Offshore Development
- (h) Rural Opportunity Event

7.(a) Erin Hartley, Director of Corporate Services, introduced Ryan Jamieson, the newly hired Waste Diversion Officer for the Municipality of the District of Shelburne.

Mr. Jamieson provided highlights on his background and experience. Ryan has a background in the Non-Profit Criminal Justice Sector, with strong government relations, service delivery and community engagement skills.

Council welcomed Mr. Jamieson to the Municipality.

7.(b) Val Kean, Community Development Coordinator, presented to Council the Tourism – Show Me Map website and kiosk demonstration.

The Municipality of Shelburne, the Municipality of Barrington and the Town of Shelburne have been working on a cooperative tourism initiative that enhances the County's approach to attracting tourists as per our Tourism Agreement from April 2018, which includes the Shelburne County Show Me Map website and three interactive kiosks that will be placed in Visitor Information Centres (VIC). The website is the first of its kind for this area of the province. Staff have been working with Tourism Nova Scotia on other initiatives, which include videos talking with locals on area highlights. Marketing will begin the week of July 1, 2019.

Discussion was held and questions were raised on whether a Show Me Map kiosk could be placed at the Halifax International Airport or Halifax waterfront. Staff will further investigate whether this is a viable option.

Council thanked Ms. Kean for her demonstration.

7.(c) Val Kean, Community Development Coordinator, presented to Council the Community Art Support staff report as previously discussed at the May 13, 2019, Committee of the Whole Meeting.

The Municipality of Shelburne has been working with Bird and Branch Consulting regarding how Council could best support the local arts community. As a result of the consultation with the community held on January 23, 2019, Bird & Branch Consulting has identified five key themes to be considered as strategic pillars for planning and direction for moving forward with community arts. The themes are: Art for Youth, Collaboration, Building on Existing Initiatives, Funding, Policy and Infrastructure, and Support Staff.

At the May 13, 2019, Committee of the Whole Meeting, Council was presented with a funding request from the Osprey Arts Centre as well as the Bird & Branch Community Consultation Report. Based on direction from the Committee, staff conferred with other municipalities to research best practices for supporting the arts in the community. It was noted that other municipal units provide operating and capital grants, hosting and supporting festivals, incorporating art exhibits into municipal institutions, heritage properties and other public spaces along with property tax relief and exemption. For the 2019/2020 fiscal year, staff suggests that Council grant an additional \$6,000 to the Osprey Arts Centre, for a total of \$10,000 for the fiscal year, to contribute to the continual promotion of the local art community.

Discussion was held and clarification was provided on the grant amount to be allocated.

MOTION: ART SUPPORT

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve \$6,000 for operating support of the Osprey Arts Centre; \$5,000 to come from GL# 00-26621-500 and \$1,000 from GL# 00-26210-050.

- **MOTION CARRIED**

7.(d) Tom MacEwan, CAO, presented to Council the Area Rate Policy for Fire Departments staff report as previously discussed at the June 10, 2019, Committee of the Whole Meeting.

With respect to the acquisition of capital assets, the Municipality has adopted the Fire Department Loan Guarantee Policy (Policy 17) which permits a Fire Department to apply to the Municipality to guarantee a loan of the department.

The CAO noted that Policy 17 does not include that the primary source of funding for Fire Departments for the acquisition of capital assets such as fire trucks is an area rate. Currently, the Municipality has no policy in place for the area rate process. In the past, the Municipality had a

policy in place that set out the requirements for an area rate, but it was previously repealed. The CAO recommended that Council consider adopting an Area Rate Policy that provides Fire Departments with clear guidance for the requirements that must be followed before Council will consider an area rate.

The CAO noted that feedback was requested from local Fire Chiefs to which no response was received. There is a meeting scheduled for July 26, 2019, with the fire departments to provide information on Worker's Compensation. It was noted that it has been difficult to receive confirmation of attendance from fire departments. Discussion was held on how to better engage with local fire departments.

Discussion was held on the Area Rate process and how the Municipality should move forward with the policy. A draft policy will be presented to Council at a future meeting.

7.(e) The Council Implementation Report was reviewed.

7.(f) Tom MacEwan, CAO, informed Council of the Nurse Practitioner Recruitment Video created by Harbourtone Productions.

It was noted that the Municipality must be very active on health care matters. The CAO, Warden, and staff have been working with partners on widening the scope of practice for Nurse Practitioners in Nova Scotia to help elevate emergency room closures. Harbourtone Productions was contracted to create a 4-minute video of an interview with a local Nurse Practitioner and highlights on the local area.

Warden Smith noted that she will be attending a meeting on July 25, 2019, with health care professionals and government officials to discuss the Hospital Act.

Discussion was held regarding job fairs and possible housing options for health care professionals that relocate to Shelburne County.

MOTION: NURSE PRACTITIONER RECRUITMENT VIDEO – HARBOURTONE

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve retaining Harbourtone Productions to create a Nurse Practitioner Recruitment Video at a cost of \$1,500 plus HST. Funds to come from Health Care GL# 00-24970-000.

- **MOTION CARRIED**

7.(g) Tom MacEwan, CAO, advised Council that the Campaign to Protect Offshore Nova Scotia (CPONS) has requested support from the Municipality for a public inquiry.

Discussion was held and it was noted that the Municipality will provide support for a public inquiry.

Council directed the CAO to send a letter of support.

7.(h) Tom MacEwan, CAO, advised Council that Minister Jordan has invited Council to attend the launch of the Rural Opportunity National Prosperity and Economic Development Strategy on June 27, 2019.

Warden Smith noted that she will be attending High School graduation ceremonies on this date. It was noted by Councillors that they will advise if they can attend closer to the date of the event.

8. **Committee Reports/ Recommendations:**

Councillor Townsend advised that she was unable to attend the Roseway Manor Committee meeting.

9. **Council Member Updates:**

(a) Dangerous and Unsightly Premises Administrator – Councillor McIntyre

9.(a) Councillor McIntyre raised concerns over the job description for the Bylaw Officer position and the Administrator for the Dangerous and Unsightly Premises Bylaw.

Discussion was held and it was noted by the CAO that the current Bylaw is being updated by staff to present at a later Council Meeting.

Warden Smith advised that she is attending or attended the following events:

- Interview with Jeff Wilson of the NSHA on June 13, 2019
- Received an updated from Jodi Ybarra Re: Walk-in Clinic which was noted to be going well
- Warden Smith and Deputy Warden Levy met with the CAO regarding his evaluation on June 17, 2019
- Attended the Risk Management Seminar on June 19, 2019
- Warden Smith, the CAO and Val Kean met with Harbourtone Productions Re: Nurse Practitioner Recruitment Video on June 19, 2019
- Attended the opening events of the Art Coop on June 21, 2019
- Will be attending the CBDC Annual General Meeting on June 25, 2019
- Will be attending the Shelburne and Lockport High School graduations on June 27, 2019

10. **In Camera:**

- (a) Contract Negotiations
- (b) Personnel Matters

MOTION: ENTER "IN CAMERA"

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne enter "In Camera" at 7:42 pm to discuss Contract Negotiations and Personnel Matters.

- **MOTION CARRIED**

MOTION: EXIT "IN CAMERA"

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne exit "In Camera" and return to Regular Session at 9:03 pm.

- **MOTION CARRIED**

10.(b) **MOTION: CAO SALARY**

Being duly moved and seconded, be it resolved that the Council of the Municipality of the District of Shelburne approve increasing the salary of the CAO by the Consumer Price Index (1.6%) effective July 1, 2019.

- **MOTION CARRIED**

11. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:04 pm.

**Chana Ross
Recording Secretary**

July 23/19
Date



Penny Smith, Warden



Erin Hartley, Director of Corporate Services