



Naturally Yours

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

**REGULAR SESSION OF THE 51ST COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
May 11, 2020**

The Regular Session of the 51st Council of the Municipality of the District of Shelburne was held on Monday, May 11, 2020 commencing at 6:30 pm via Microsoft Teams.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden John Roscoe
Councillor Terry McIntyre
Councillor Roger Taylor
Councillor Norman Wallet
Councillor Doris Townsend
Trudy Payne, CAO

ALSO IN ATTENDANCE:

Michelle Williams, Director of Finance
Anita DeMings, Executive Assistant

1. CALL TO ORDER:

The meeting was called to order at 6:33 pm by Warden Smith.

2. APPROVAL OF AGENDA:

Being duly moved and seconded, be it resolved that the Agenda of May 11, 2020, be approved as circulated.

- MOTION CARRIED

3. APPROVAL OF MINUTES:

(a) Approval of Minutes – April 27, 2020

3.(a) MOTION: APPROVAL OF MINUTES – APRIL 27, 2020

Being duly moved and seconded, be it resolved that the Minutes of April 27, 2020, be approved as circulated.

- **MOTION CARRIED**

4. Business Arising:

There was no business arising.

5. RECREATION:

(a) Community Hero Challenge – **DEFERRED**

6. FINANCE:

- a. COVID – 19 Provincial Loan Program & Property Tax Financing Program
- b. Provincial Grant In Lieu - Response from Province

6.(a) Trudy Payne, CAO, presented to Council a detailed report concerning the COVID – 19 Provincial Loan Program & Property Tax Financing Program.

The Province recently announced that it is making a \$380 Million dollar loan program available to municipalities through the Municipal Finance Corporation (MFC) to aid municipalities with cash flow in light of COVID-19. The interest rate is at 1.1% which is a much better percentage than any municipal unit could obtain on its own. Municipalities will have until March 2021 to apply for this loan program.

NSFM/AMANS is encouraging all municipalities to adopt the program/policy they are proposing to help ensure a standard across the Province. This Program is outlined in detail in the staff report. is not mandatory that municipalities adopt this program/policy. They can opt to do their own program or make adjustments to the proposed policy/program.

The staff report did outline other options for Council's consideration.

Ms. Payne advised Council that she spoke to the solicitor and was advised that this would be low risk, staff is looking for direction from Council. Any proposed policy would need to be reviewed by the solicitor in advance.

Discussion was held regarding the additional administrative support required to provide this program, criteria, policy changes, interest rates, several alternative options, risks, cash flow issues, impact of revenue, tax collection rate, impact of COVID -19, and timelines of due dates.

Staff noted that with these programs it will only affect the 2020-21 tax bill, the 2021-2022 and 2022-2023 taxes would still be expected to be paid in full as per policy.

Councillor Townsend joined the meeting via telephone at 7:14 pm

It was the consensus that staff draft a Policy and criteria based on Council discussion, which involved adopting most of the policy being recommended by NSFAM/AMANS, with specific criteria for the Municipality and having the time frame for taxes being paid by those who qualified for this program to be over a 12 month period as opposed to a 30 month payback. Staff are to bring this report back to the next meeting of Council.

6.(b) Trudy Payne, CAO, reviewed with Council the Provincial Grant In Lieu - Response from Province.

MOTION: PROVINCIAL GRANT IN LIEU - RESPONSE FROM PROVINCE

Being duly moved and seconded, be it resolved that Council of the Municipality of the District of Shelburne direct staff to request a meeting with the Minister of Municipal Affairs and Housing concerning the matter of the 19 properties that have been identified by the Finance Department as a result of a new report issued by PVSC, in which the Municipality has not been receiving the appropriate Grant in Lieu funds from the Province over a number of years.

- **MOTION CARRIED**

7. **Committee Reports/ Recommendations:**

DEFERRED

8. **Council Member Updates:**

DEFERRED

9. **Other:**

- (a) Council Implementation Report - **DEFERRED**
- (b) Emergency Fund Criteria - Community Groups - **DEFERRED**
- (c) Building Inspection Report – April 2020 - **DEFERRED**
- (d) Policy 5 - Code of Conduct for Elected Municipal Officials – Review - **DEFERRED**

9. **In Camera:**

- a. Legal Advice, as per MGA, Section 22 (2) (g)

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 7:30 pm.

- 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 7:59 pm.

- MOTION CARRIED

12. ADJOURNMENT:


There being no further business, the meeting was adjourned at 8:00 pm. The next Council meeting is scheduled for Tuesday, May 19, 2020 at 6:30 p.m.

**Anita DeMings
Recording Secretary**

May 27/20
Date



Penny Smith, Warden



Erin Hartley, Director of Corporate Services