



Municipality of
Shelburne

Naturally Yours

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1W0, Phone: (902) 875-3544 - Fax: (902) 875-1278

**COMMITTEE OF THE WHOLE
FOR THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
July 8, 2019**

Committee of the Whole Meeting for the Municipality of the District of Shelburne was held on Monday, July 8, 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 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
Val Kean, Community Development Coordinator
Chana Ross, Executive Assistant
Members of the Public

REGRETS:

Councillor John Roscoe

1. **CALL TO ORDER:**

The meeting was called to order at 5:02 pm by Deputy Warden Levy.

2. **APPROVAL OF AGENDA:**

Being duly moved and seconded, be it resolved that the Agenda of July 8, 2019, be approved with the following amendments:

- 7.(e) Emergency Department Closures at Roseway Hospital - added
- 7.(f) Shelburne County Exhibition - added
- 4.(a) Forest Management/ Climate Forests – rescheduled

- MOTION CARRIED

3. **APPROVAL OF MINUTES:**

Being duly moved and seconded, be it resolved that the Minutes of June 10, 2019, be approved as circulated.

- **MOTION CARRIED**

4. **Presentation:**

- (a) Forest Management/ Climate Forests – Warden Timothy Habinski & CAO John Ferguson of the Municipality of the County of Annapolis
- (b) Auditors – 2018-2019 Financial Report

4.(a) This presentation was rescheduled for the July 22, 2019 Council Meeting.

4.(b) Kim Hopkins, Grant Thornton LLP, provided Committee with the Municipality's draft financial statements which included the Financial Information Return, Report from Auditors – Results of the Audit, Management Letter and Internal Control Letter.

Ms. Hopkins provided highlights regarding the consolidated and non-consolidated financial statements. The Auditors Reports were reviewed in detail, noting that the municipality is in a good financial position.

It was noted the Provincial of Nova Scotia now requires municipalities to report hospitality expenses. CAO, Warden and Councillor salaries and expenses must also be reported and noted separately in the Financial Information Return document.

Committee thanked Ms. Hopkins for her presentation.

5. **Business Arising:**

There was no business arising.

6. **Finance:**

- (a) 2018-2019 Financial Statements

6.(a) Tom MacEwan, CAO, provided direction to Committee in relation to the 2018-2019 Financial Statements.

MOTION: 2018-2019 FINANCIAL STATEMENTS - ADOPTION

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council adopt the Financial Statements for the 2018/19 fiscal year.

- **MOTION CARRIED**

MOTION: 2018-2019 FINANCIAL STATEMENTS - SURPLUS

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council approve transferring the surplus for the 2018/19 fiscal year to the Operating Reserve Fund.

- **MOTION CARRIED**

MOTION: 2018-2019 FINANCIAL STATEMENTS - REALLOCATE FUNDS

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council reallocate the general amount for broadband from the General Administrative and Financial Management line to the General Government Services Broadband Upgrade line.

- **MOTION CARRIED**

7. **Administration:**

- (a) Physician Recruitment - Promotional Video
- (b) Dog Bylaw
- (c) Offshore Development
- (d) Monthly Building Report – June 2019
- (e) ED Closures of Roseway Hospital
- (f) Shelburne County Exhibition

7.(a) Val Kean, Community Development Coordinator, presented Committee with the Physician Recruitment – Promotional Video staff report.

Committee was shown the Nurse Practitioner Recruitment – Promotional Video which was presented to over 80 graduating nurse practitioner students at the University of Toronto. The video was also posted on municipal social media and website. During the first five days, there were over 13,000 views, 279 shares and almost 4,500 engagements (clicks, reactions or comments). Nova Scotia Health Authority (NSHA) also requested to share the video as part of their recruitment efforts.

As a result of the success of the first recruitment video, staff recommends Committee consider creating content to produce a second video which will focus on physician recruitment, to be used as a promotional tool for the Municipality and surrounding areas.

Suggestions were made regarding how to showcase more highlights of Shelburne County.

MOTION: PHYSICIAN RECRUITMENT – PROMOTION VIDEO

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council approve up to \$2,500 for the creation of a physician recruitment video, funds to come from the Healthcare GL# 00-24970-000.

- **MOTION CARRIED**

7.(b) Tom MacEwan, CAO, presented Committee with the Dog Bylaw (D-100) update.

The Municipality has received several complaints of persistent barking dogs. The current By-Law limits our ability to respond to calls from residents complaining of a dog which persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise.

CAO recommends Committee direct staff to prepare a draft Dog By-Law that would make it a summary offence for the owner to allow a dog to persistently disturb the peace. The creation of a bylaw would allow the Municipality to issue summary offence tickets.

MOTION: DOG BYLAW (D-100)

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council direct the CAO to prepare a draft Dog By-Law that includes the offence of being an owner of a dog that persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise.

- **MOTION CARRIED**

7.(c) Warden Smith advised Committee that the Campaign to Protect Offshore Nova Scotia (CPONS) has requested further support from the Municipality for a public inquiry through hosting a press conference.

Discussion was held, and it was noted that the Municipality has previously provided a letter of support for a public inquiry.

No further action was requested.

7.(d) Tom MacEwan, CAO, presented the Monthly Building Report – June 2019.

The construction values for June were \$557,000, and the highlights were new residential at \$324,000 and renovations/additions at \$140,000.

7.(e) Councillor Taylor raised concerns over the continual closing of the Emergency Department at Roseway Hospital.

Councillor Taylor made a request for a recorded vote for Warden Smith to meet with the Health Minister on Emergency Department closures at Roseway Hospital.

Discussion was held regarding the Health Care meeting being held on July 25, 2019 on nurse practitioners and physicians' salaries. It was also noted that other Municipal Units in Shelburne County should be invited to this meeting.

MOTION: EMERGENCY DEPARTMENT CLOSURES AT ROSEWAY HOSPITAL

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council direct the Warden to meet with the Minister of Health to discuss solutions to the closure of the Emergency Department at Roseway Hospital.

- **MOTION CARRIED**

RECORDED VOTE:

Warden Smith - Yes
Deputy Warden Levy - Yes
Councillor Taylor - Yes
Councillor McIntyre - Yes
Councillor Wallet – Yes
Councillor Townsend - Yes

Committee of the Whole
July 8, 2019

7.(f) Warden Smith advised that she would be away and unable to attend the opening ceremonies for the Shelburne County Exhibition on August 6, 2019 at 7:00 pm. Warden Smith requested another Councillor attend in her place.

Councillors will advise of their availability closer to the opening ceremonies.

8. **Committee Reports/ Recommendations:**

Councillor McIntyre informed Committee that Warden Smith, Councillor Taylor and himself attended the Annual General Meeting for the Community Business Development Corporation (CBDC).

Councillor McIntyre also attended a Finance Committee Meeting for Roseway Manor.

9. **Council Member Updates:**

- (a) Warden's Report
- (b) Marine Innovation Fund

9.(a) Warden Smith advised that she is attending or attended the following events:

- Attended the annual general meeting for the Community Business Development Corporation (CBDC) on August 6, 2019
- Attended the Shelburne County Community Health Board Meeting on August 6, 2019
- Attended the Shelburne and Lockport Regional High School graduations on June 27, 2019 to present bursaries
- Warden Smith, Deputy Warden Levy and the CAO met with Mark Townsend and Mary Thompson regarding the Marine Centre of Excellence on July 5, 2019.
- Warden Smith and the CAO had a discussion with Dr. McFarlane on July 5, 2019 regarding her contract.

9.(b) Tom MacEwan, CAO, presented to Committee the Proposed Change in Funding: Shelburne County Marine Centre of Excellence to Marine Innovation Fund staff report.

The intent of the project is to work with community partners to grow the Nova Scotia Community College (NSCC) School of Fisheries into a centre of Marine Innovation which provides training and opportunities to grow, develop and attract new entrants to the fishing sector. The Municipality has allocated \$50,000 for the Shelburne County Marine Centre of Excellence (SCMCE).

It is recommended that Committee repurpose the \$50,000 allocated to the Shelburne County Marine Centre of Excellence (SCMCE) to support the Nova Scotia Community College's (NSCC) application to the Innovative Communities Fund.

Discussion was held, and clarification was provided regarding the intent of the program that is proposed and the Municipality's role as a funding partner.

MOTION: PROPOSED CHANGE IN FUNDING: SHELBURNE COUNTY MARINE CENTRE OF EXCELLENCE TO MARINE INNOVATION CENTRE

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council repurpose the \$50,000 allocated to the SCMCE to support the NSCC application to the Innovative Communities Fund.

- **MOTION CARRIED**

10. **In Camera:**

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

MOTION: ENTER "IN CAMERA"

Being duly moved and seconded, be it resolved that Committee enter "In Camera" at 7:11 pm to discuss Contract Negotiations and Personnel Matters.

- **MOTION CARRIED**

MOTION: EXIT "IN CAMERA"

Being duly moved and seconded, be it resolved that Committee exit "In Camera" and return to Regular Session at 8:06 pm.

- **MOTION CARRIED**

10.(a) **MOTION: AGREEMENT BETWEEN DR. MCFARLANE AND ROSEWAY HOSPITAL CHARITABLE FOUNDATION**

Being duly moved and seconded, be it resolved that Committee of the Whole recommend that Council accept the position of Dr. McFarlane that her APP contract with NSHA coupled with the Agreement of the Foundation are sufficient evidence of her commitment to practice in Eastern Shelburne County for the period from October 2018 to October 2020; and

That Council confirm that it is satisfied that clause 2 of the Agreement has been satisfied; and

That Council advise the Foundation that Council approves the release of funds to Dr. McFarlane.

- **MOTION CARRIED**

11. **ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:10 pm.

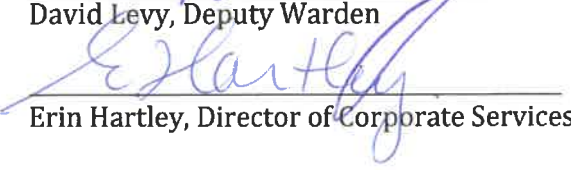
Committee of the Whole
July 8, 2019

Chana Ross
Recording Secretary

Oct 29/19
Date



David Levy, Deputy Warden



Erin Hartley, Director of Corporate Services