

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL  
HELD ON WEDNESDAY, June 3rd, 2009**

The Town Council met in the Council Chamber of the Town Hall at Shelburne, Nova Scotia on Wednesday, June 3rd, 2009 at 7:00pm.

Those present were His Worship Mayor Alan Delaney, Deputy Mayor Elizabeth Acker, and Councillors Tony Mahaney, Karen Mattatall, Bernard Nickerson, Michael Race and Elizabeth Rhuland.

The meeting was called to order.

It was moved by Deputy Mayor Acker and seconded by Councillor Nickerson, "Resolved that the Agenda for the June Council meeting be approved as received". Motion Carried

It was moved by Councillor Race and seconded by Councillor Nickerson, "Resolved that Minutes of a Regular Meeting of Town Council held on May 6th, 2009 be received and adopted as circulated". Motion Carried

Mayor Delaney welcomed Emily Tipton; who on behalf of the Municipality of the District of Shelburne was presenting a power point presentation entitled "Eastern Shelburne County Energy Strategy". Mrs. Tipton reviewed the energy strategy goals and the opportunities for development within eastern Shelburne County. She noted the Energy Strategy would quantify demand and identify tangible benefits and was anticipated to cost approximately \$70,000 for the three units to cost share. Discussion took place regarding the Town of Shelburne partnering with the Town of Lockeport and the Municipality of the District of Shelburne on climate protection. Mrs. Tipton indicated that the timelines for commitment would be in this fiscal year with an expected fall application deadline. She was presently preparing a staff report and a request for proposal and indicated this information could be circulated once received by the Municipality of the District of Shelburne. The Municipality of the District of Shelburne would be willing to take the lead. It was noted that more information would be needed for the Town of Shelburne to proceed and consideration be given in the budget process.

It was moved by Councillor Race seconded by Councillor Nickerson, "Resolved that the correspondence be received as circulated." Motion Carried.

The correspondence was dealt with in the following manner.

A letter was received from Penny Smith, Chair of the Shelburne Founders' Days. It was moved by Deputy Mayor Acker, seconded by Councillor Rhuland, "Resolved that Town Council agrees to close to vehicular traffic portions of Dock Street and various Streets and Lanes to ensure the publics safety during the Shelburne Founders' Days Celebrations held on July 16<sup>th</sup>-19<sup>th</sup>, 2009." Motion Carried

A letter was received from Colette Renaud, Shelburne Association Supporting Inclusion regarding their "Fair on the Waterfront". It was moved by Councillor Mattatall, seconded by Councillor Race,

"Resolved that Town Council agrees to close off Maiden Lane to vehicular traffic to ensure the publics safety on Thursday, June 25<sup>th</sup>, 2009." Motion Carried

A letter was received from Robert Legere, Chair of the Physician Recruitment Committee, regarding a request to cost share in the hiring of an engineer firm to prepare engineering and design studies. It was moved by Councillor Mahaney seconded by Councillor Race, "Resolved that Town Council agrees to cost share based on population provided the other four municipal units share in the cost." Motion Carried

Correspondence was received from Mr. Nelson, President of Discover Shelburne County requesting Town Council to become a member of the Association in the amount of \$60. for the 2009/10 season. Discussion took place on a Councillor being able to attend the meetings and it was agreed that the Minutes would be circulated in the monthly Town Council packages and it would be an ADHOC Committee. It was moved by Councillor Mahaney seconded by Deputy Mayor Acker, "Resolved that Town Council become a member of Discover Shelburne County for a fee of \$60 for the 2009/10 season." Motion Carried

The Inspection Services Report for April, 2009 was received for information.

It was moved by Councillor Mahaney seconded by Councillor Rhuland, "Resolved that the Special Constable's Report for May 2009 be received and adopted." Motion Carried

It was moved by Councillor Nickerson seconded by Councillor Rhuland, "Resolved that the Parks and Recreation Director's Report for April 2009 be received and adopted." Motion Carried

It was moved by Councillor Rhuland seconded by Councillor Race, "Resolved that the Physical Activity & Community School Coordinator Report for May 2009 be received and adopted." Motion Carried

It was moved by Councillor Nickerson seconded by Councillor Mahaney, "Resolved that bills as approved amounting to \$374,067.84 be received and paid." Motion Carried

## **Committee Reports**

Councillor Mahaney reported on the Personnel Meeting held on May 12<sup>th</sup>, 2009. He noted that applications were received for the Visitor Information Centre, and it was decided to give all applicants an interview. It was moved by Councillor Mahaney seconded by Deputy Mayor Acker, "Resolved that Minutes of the Personnel Meeting held on Tuesday, May 12<sup>th</sup>, 2009 be received and adopted." Motion Carried

Councillor Mahaney reported on the Personnel Meeting held on May 14<sup>th</sup>, 2009. He noted that four interviews took place for the student summer position at the Visitor Information Centre. The Committee agreed to hire Emily Armstrong as the summer student counsellor. He further noted that nine interviews took place for the adult position at the Shelburne Visitor Information Centre. The Committee agreed to hire Valerie Dolliver as the adult summer counsellor. The Shelburne Visitor Information Centre Manager Hazel Keddy was present during the interview process. It was moved by Councillor Mahaney seconded by Councillor Nickerson, "Resolved that Minutes of the Personnel Meeting held on Thursday, May 14<sup>th</sup>, 2009 be received and adopted." Motion Carried

Councillor Mahaney reported on the Public Works, Sewer, Sanitation and Tree Committee Meeting held on May 26<sup>th</sup>, 2009. He noted the Public Works Department has been busy ditching and shouldering and that areas of concern are being addressed. The Town is in communications with a resident regarding an easement enabling the replacement of a sewer line and elimination of an on going sewer problem. He further noted requests were received to open streets; a section of Glasgow to Clements and a section of Carleton Street from Victoria to Bulkley. The Public Works Department was requesting a new push mower, ride on mower and repairs required for the backhoe. A request was received for the relief of a sewer charge, some Lanes were noted for tree trimming, and a request to purchase 20 flags was received. It was moved by Councillor Mahaney seconded by Councillor Rhuland,

"Resolved that Minutes of the Public Works, Sewer, Sanitation and Tree Committee held on May 26<sup>th</sup>, 2009 be received adopted." Motion Carried

Discussions took place on the request for lawnmowers from other departments being deferred to the Finance and Audit Committee to be considered later in the budget process and the delay in setting the budget when the equipment is needed in the summer. Discussions took place on the sharing of equipment between departments, on the Town's policy regarding residents purchasing culverts with the Town installing them and on the opening of Town streets.

Councillor Mahaney reported on the Civic Building and Properties Committee Meeting held on Tuesday, May 26<sup>th</sup>, 2009. He noted that the Longboat Society had requested assistance from the Town to locate a suitable location for a 30' x 40' structure. It was agreed that the east side of the Shelburne Harbour Yacht Club would be suitable. Councillor Mahaney noted Town owned buildings in need of attention, such as, the Visitor Information Centre roof, the Muir Cox Shipyard roof and the BIDC roof. The Waterfront Development Committee was submitting applications for funding to address the issues. He further noted discussions took place on the present cleaning services being performed, the location of the Shelburne Farmers' Market, participation in the National Tree-Planting Campaign by the Shelburne Air Cadets, and the need for a construction engineer to review the integrity and soundness of the Town Hall. It was moved by Councillor Mahaney seconded by Councillor Nickerson,

"Resolved that the Minutes of the Civic Buildings and Properties Committee held on May 26<sup>th</sup>, 2009 be received and adopted." Motion Carried

On discussion Councillor Mahaney noted that temporary repairs at the cost of \$200 were made to the Muir Cox Shipyard furnace building roof.

Councillor Mahaney reported on the Police Advisory Board Meeting held on Thursday, May 28<sup>th</sup>, 2009. He noted that it was a meeting in conjunction with the Municipality of the District of Shelburne, Town of Lockeport, the R.C.M.P. and a Provincial Representative. Consideration was given on the composition of a Joint Police Advisory Board noting that there would be equal and fair representation from each municipal unit. Mr. Lahey, Provincial representative noted that two names had been received for provincial appointees to the Board, and terms of office and establishing an Agreement and By-Laws were reviewed for the amalgamated Advisory Board. It was noted that after all municipal units agreed to the draft by-laws, a resolution would be made from each municipal unit that would require provincial approval, and then a Chair can be established. The Committee was informed that the R.C.M.P. detachment is at full staff with three new constables working from the Shelburne office on the Street Crime Enforcement, and one as a School Research Officer from the Barrington office, with those appointed positions no administrative assistant was received. He further noted that municipal units can support the R.C.M.P. detachment by writing letters recognizing a need for administrative support and a 4x4 vehicle in Shelburne. It was moved by Councillor Mahaney seconded by Councillor Race,

"Resolved that the Police Advisory Board Meeting held on Thursday, May 28<sup>th</sup>, 2009 be received and adopted." Motion Carried

Councillor Mahaney gave a verbal report on the Shelburne Visitor Information Centres statistics for the month of May. He noted that the Centre was open for fifteen days with 213 visitors which shows an increase from last year.

Councillor Mattatall gave a verbal report on the Revision of By-Law Meeting held on Tuesday, May 12<sup>th</sup>, 2009. She noted that information was still being collected on a noise meter, the cost and the possibility of training needed for the noise meter. She noted that the R.C.M.P. Department would do a blitz on the Noise By-Law to draw attention to the issue.

Councillor Rhuland gave a verbal report on the Waterfront Development Committee meeting held on Monday, May 25<sup>th</sup>. She noted that the woodworking class at S.R.H.S. was not going to be able to work on a cover to go over an electrical panel located at Dock Street. She further noted that she was waiting on the completion of an energy audit before submitting a proposal for funding, and she expressed gratitude to the Parks and Recreation Department and the Public Works Department for their assistance and hard work in placing signs on Highway 103. She further noted that the Waterfront Development Committee requires a volunteer representative from the business community.

Deputy Mayor Acker reported on the Shelburne Parks and Recreation Commission Meeting held on Wednesday, May 20<sup>th</sup>, 2009. Deputy Mayor Acker noted that a citizen came forth to discuss the possibility of developing a community green space with playground/exercise equipment on the former S.R.H.S. site. The Commission was looking for direction from Town Council on possible future development of the site. She noted that the Recreation Director had not received any contact from Constable Vaughn regarding discussions on the George Street Playground project, and concerns were expressed regarding a number of unresolved issues relating to the 2009/10 Parks and Recreation Department Budget. It was moved by Deputy Mayor Acker seconded by Councillor Nickerson, "Resolved that the Shelburne Parks and Recreation Commission Meeting held on Wednesday, May 20<sup>th</sup>, 2009 be received and adopted." Motion Carried

Deputy Mayor Acker gave a verbal report on the Roseway Manor Board. She noted that the Fire Marshall report indicated another way to address the water issue besides moving of the fire hydrant. She further noted that the recreation room in the Manor was over thirty years old and was undergoing an expansion, and that the Manor was purchasing a new van which would assist getting residents out on day trips and help expand their leisure services.

Deputy Mayor Acker gave a verbal report on the Joint Services Board and noted that the deficit jumped to \$110,000 at the end of the 2008/09 year, and she noted that changes were being made to provide more up to date figures. She further noted that a copy of the draft 2009/10 budget was received and will be fully reviewed in June with discussion on streamlining the budget without direct impact to the Town. Discussion took place on the Town of Shelburne using private contractors and the cost to the Town in 2005 (\$185,000-\$190,000) without any pick up service for the business sector to the present budget today (\$220,000) which includes the business sector.

Deputy Mayor Acker gave a verbal report on the Integrated Community Sustainability Plan Meeting held on Thursday, May 28<sup>th</sup>. She noted that the first phase of identifying a vision for the Town was completed and a conference call was held to discuss the Visioning & Focus Group Summary prepared from previous public meetings. Vision statements were reviewed and will be introduced at the public evening session for comments. It was moved by Deputy Mayor Acker seconded by Councillor Rhuland, "Resolved that the Minutes of the Integrated Community Sustainability Plan Meeting held on Thursday, May 28<sup>th</sup>, 2009 be received and adopted." Motion Carried

Councillor Nickerson reported on the Occupational Health & Safety Committee Meeting held on Thursday, May 28<sup>th</sup>, 2009. He noted that several employees have received upgrading in Emergency First Aid, a lock had been placed on a fenced in area outside of the Public Works Building to address safety concerns, and information was received regarding education and training of workplace safety. It was believed that some employees should attend future workplace safety training sessions to show due diligence. He further noted that a finger infraction was reported which required no medical attention and that the Public Works Department had safety concerns expressed that would be referred to the Finance and Audit Committee for budget deliberations. It was moved by Councillor Nickerson seconded by Councillor Rhuland, "Resolved that the Minutes of the Occupational Health & Safety Committee Meeting held on Thursday, May 28<sup>th</sup>, 2009 be received and adopted." Motion Carried

### **Mayor's Items**

On Friday May 8<sup>th</sup>, Mayor Delaney reported that he had attended the official grand opening of the Bargain Centre located in the Shelburne Mall, and in the afternoon attended the official opening of the Town of Shelburne's water treatment plants 2.1 million dollar upgrade. Several guests including the former Mayor, engineer and Councillors attended. He further noted that the addition would allow the plant to produce 450 gallons per min which would allow for future development.

On Saturday May 9<sup>th</sup>, Mayor Delaney attended the Sea Cadets year end ceremonies.

On Tuesday, May 12<sup>th</sup>, Mayor Delaney attended a Team Shelburne Meeting held in Barrington. He noted that discussion took place on the Tourism Development Officer, the CAO and Clerks meeting regarding municipal cooperation and meetings with Minister Hurlbert regarding accessing funds. He further noted that the role of Team Shelburne was discussed and it was felt that it was important to meet have dialogue and work as a political lobbying group. It was moved by Mayor Delaney seconded by Councillor Mahaney,

“Resolved that Minutes of the Team Shelburne Meeting held on Tuesday, May 12<sup>th</sup>, 2009 be received and adopted.” Motion Carried

On Thursday May 14<sup>th</sup>, Mayor Delaney attended a Multi Cultural Gathering held at S.R.H.S.. He noted that it was very informative with presentations made by local historians and discussions held with the exchange students attending the High School.

On Tuesday May 19<sup>th</sup>, Mayor Delaney attended a Doctor Recruitment Meeting. He noted that there are still over 25,000 mail outs to be sent, letters were received from the Municipality for the District of Shelburne and the Municipality of the District of Barrington regarding per capita funding for the design study of the expansion to the clinic, and that the Municipality of the District of Shelburne was willing to take the lead in finding funding sources on behalf of all five municipal units. He further noted discussions took place on correspondence received discussing a possible agreement with a medical student and the five year operational budget was reviewed.

On Wednesday, May 20<sup>th</sup>, Mayor Delaney met with MP Gerald Keddy and briefly discussed the Shelburne Port and the Waterfront Development. Later that day he met with Team Shelburne and discussions were held regarding the Marine Centre of Excellence. In the evening he attended the Community Centre where a new fire truck had arrived and he noted it was a great asset to the Shelburne Volunteer Department and the communities it serviced. Mayor Delaney also attended the AGM for the Chamber of Commerce where new election of officers took place.

On Thursday, May 21<sup>st</sup>, Mayor Delaney attended the AGM of the Shelburne Association Supporting Inclusion. He noted that it was a very inspirational evening with very positive attitudes towards everyday challenges being faced.

On Monday May 25<sup>th</sup>, Mayor Delaney attended the closing ceremonies of the Air Cadets which he complimented the volunteers, instructors, officers and dedicated cadets.

On Wednesday May 27<sup>th</sup>, Mayor Delaney attended the Shelburne Port Authority Meeting he noted that the repairs were completed to the wharf and a bill was received, the Treasurers Report and Port Managers Report for the month of March and April were reviewed, and a salt boat was expected later in the year with the expectations that the unloading would be done at the wharf. He further noted that painting was to be done on the wharf manager’s office, and that the Town will look into purchasing a small piece of land owned by Irving Oil near the Shelburne Port Authority. It was moved by Councillor Mahaney seconded by Deputy Mayor Acker,

“Resolved that the Minutes of the Shelburne Port Authority Meeting held on Wednesday, May 27<sup>th</sup>, 2009 be received and adopted.” Motion Carried

Mayor Delaney extended thanks to the Public Works Department for their time and resources in placing two signs advertising the Town of Shelburne on highway 103. He also noted that the Town receives the Municipal World magazines and encouraged anyone wishing to borrow them and that the Town has a new Visitor Map in circulation.

### **Clerk’s Items**

It was moved by Councillor Mahaney seconded by Councillor Rhuland,  
‘Resolved that Town Council agree to transfer \$200,000 from the Water Depreciation fund to be applied to the outstanding loan for the Water Treatment Plant.’ Motion Carried

### **New Business**

Deputy Mayor Acker noted the correspondence received from the South West Shore Development Authority regarding the Tourism Development Project. Although it was approved last fiscal year, ACOA is requesting a current approval for the proposed budget of the Tourism Development Project. It was agreed to defer to the Finance and Audit Committee for review.

Deputy Mayor Acker noted the correspondence received from the Joint Services Board regarding the appointment of Tina MacKay as an assistant Building Inspector. It was moved by Deputy Mayor Acker seconded by Councillor Nickerson,

“Resolved that the Town of Shelburne does not appoint Tina MacKay at this time as an assistant Building Inspector due to the uncertain financial situation of the Joint Services Board.” Motion Carried

It was moved by Deputy Mayor Acker seconded by Councillor Mattatall,  
“Resolved that a letter be sent from Town Council supporting the Shelburne R.C.M.P. Detachment for additional administration support and a 4x4 vehicle be considered for the Shelburne Detachment.” Motion Carried

Councillor Mattatall recognized Edith Bower and Suzanne Gear for receiving the Gabriele Schreiber "Friends of the Year" award for outstanding volunteer involvement. It was moved by Councillor Mattatall seconded by Deputy Mayor Acker,  
"Resolved that Town Council send a letter of congratulations to "Friends of the Shelburne Library" on their fundraising efforts and on receiving this national award." Motion Carried

Councillor Mattatall noted that she would like to pursue a street dance to take place this summer. She noted that she had discussions with the Shelburne Fire Department, and the R.C.M.P. with no concerns expressed. She further noted that a section of Water Street would need to be closed off to vehicular traffic to ensure safety. It was moved by Councillor Mattatall seconded by Councillor Nickerson,

"Resolved that Town Council agrees to move forward with the revival of the Fire Hall Street Dance to be held on Water Street and

Further Resolved that a section of Water Street between King and John be closed to vehicular traffic between the hours of 9pm and 1:00am to ensure the public's safety." Motion Carried

It was moved by Deputy Mayor Acker seconded by Councillor Mattatall,  
"Resolved that Town Council support in principle the Eastern Shelburne County Energy Strategy as part of a partnership with the other municipal units." Motion Carried

It was agreed that once information was received an informed decision could be made.

Discussion took place on the proposal for a community playground and green space development. The former S.R.H.S. site was discussed as being prime real estate, the need for a playground in the north end, the central location having less vandalism and possible west side playground with the east side for development. It was agreed it was a worthwhile endeavor to pursue with the future location needing to be discussed at the Parks and Recreation meeting.

Deputy Mayor Acker noted that two of the four Councillors on the Police Department and Licensing Committee would be attending the meetings regarding drafting by-laws for the Joint Advisory Board. Deputy Mayor Acker and Councillor Nickerson declined being one of the two Councillors. Councillor Mahaney and Councillor Mattatall will represent the Town at the next Police Advisory Board meeting.

Deputy Mayor Acker noted that the CBC Radio Station was on location in Shelburne and repeatedly noted how beautiful the Shelburne Town was. It was agreed that a letter be sent to the attention of Don Connolly Information Morning, CBC Radio Station thanking him for profiling the Town of Shelburne in such a wonderful light.

### **Further Business**

The Following meetings were scheduled:

Personnel	June 9 <sup>th</sup>	6:30pm
Police Advisory Board (MDS)	June 10 <sup>th</sup>	6:00pm
Finance & Audit	June 16 <sup>th</sup>	6:30pm
Revision of By-Laws	June 18 <sup>th</sup>	9:30am

It was moved by Deputy Mayor Acker seconded by Councillor Nickerson,  
"Resolved that the July Council meeting be held on Thursday, July 2<sup>nd</sup>, 2009 due to the regularly scheduled Town Council meeting falling on a Holiday," Motion Carried

At 9:25pm Council recessed for a short break.

At 9:27pm the meeting reconvened.

At 9:27 pm all members of Council agreed to go into an in-camera session to discuss the possible sale of Town property.

Mayor Delaney declared a conflict of interest and removed himself from discussions.

At 9:38pm the meeting reconvened.

It was moved by Councillor Race seconded by Councillor Nickerson,  
"Resolved that the Town accept an offer on the sale of Town owned property located on Hammond Street at a price of \$38,000 plus HST." Motion Carried

There being no further business at 9:40pm, on Motion the meeting adjourned.

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Mayor

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Clerk