

## **MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY, FEBRUARY 6<sup>th</sup>, 2008**

The Town Council met in the Council Chamber of the Town Hall at Shelburne, Nova Scotia on Wednesday, February 6th, 2008 at 7:00pm.

Those present were His Worship Mayor P.G. Comeau, Deputy Mayor Tony Mahaney, and Councillors Elizabeth Acker, Alan Delaney, Bernard Nickerson and Bill Murray.

Regrets: Councillor Allan Reid

The meeting was called to order by Mayor Comeau.

It was moved by Councillor Nickerson and seconded by Councillor Murray, "Resolved that Minutes of a regular meeting of Town Council held on January 2nd, 2008 be received and adopted as circulated". Motion Carried

Mr. Ron Wallet, President Woodland Multi-Use Trail Association came before Council to provide an overview of the work the Association has been doing. The mandate of the Association is to provide a multi-use trail from the Queens County line to Yarmouth County line, 93 kms. The Department of Natural Resources has given the Association a letter to administer and make the trail possible for; walkers, snowmobiles, horses, ATV's etc. Work has started on the trail from the Queens County line to Sable River, approximately 10 kms of trail with \$35,000 in kind labour invested to date. He noted that over 600 Trail Wardens from across the Province have been trained to date. After the Association has been insured, ditching and widening of the trail to 131/2 feet will be started. Mr. Wallet went on to tell Council of the advantages of a Multi-Use Trail system in other areas. Other areas have seen an increase in tourism, benefits to the economy, and future business opportunities. Mr. Wallet noted that ATV clubs in the area are in support and have become members of the Association. Councillors expressed to Mr. Wallet their support to the Association, and agreed to send a letter of endorsement for the concept and development plan for a Multi-Use Trail. Mayor Comeau thanked Mr. Wallet for his presentation on the Multi-Use Trail project.

Mr. Timothy Gillespie came before Council to discuss tourism issues relating to the Town and surrounding areas. He brought to the attention the lack of tourism leadership in the Region. He hoped that Council would show leadership and initiate the government and other agencies to do something collectively. Information was presented on the Nova Scotia Vision for Tourism and the "self-guided workbook" that outlines steps to build on a destination area. Mr. Gillespie presented to Council a map showing stars indicating events that have been planned for the upcoming Travel Writers in Canada Conference, to be held February 15<sup>th</sup> -17<sup>th</sup>, which approximately 85 journalists planned to attend. Events have been planned for all Regions except Shelburne County. This Conference will only happen every 7-8 years. Mayor Comeau and Council agreed that Shelburne must look into promotion of the area. Mayor Comeau thanked Mr. Gillespie for his presentation.

It was moved by Deputy Mayor Mahaney and seconded by Councillor Murray, "Resolved that the Correspondence be received as circulated". Motion Carried

The Correspondence was dealt with in the following manner.

It was moved by Deputy Mayor Mahaney and seconded by Councillor Murray, "Resolved that permission be given to Louise Delisle for the opening of her business "Good Life Home Care", located at 165 Water Street subject to the appropriate licenses and By-Laws." Motion Carried

It was moved by Deputy Mayor Mahaney and seconded by Councillor Delaney, "Resolved that the Black Loyalist Heritage Society be given permission to hold an outside bazaar/farm market in the parking lot of the Shelburne Harbour Yacht Club and in front of the Muir-Cox Shipbuilding Interpretive Centre on August 8<sup>th</sup> - 10<sup>th</sup>." Motion Carried

It was agreed by Council to work with the Shelburne County Community Health Board to develop a plan in helping secure doctors to avert any services being lost to the area. It was also agreed to ask for an update on the Roseway Hospital Charitable Foundation mandate.

It was moved by Deputy Mayor Mahaney and seconded by Councillor Delaney, "Resolved that the Building Inspector's Report for December and January be received." Motion Carried

It was moved by Councillor Murray and seconded by Deputy Mayor Mahaney, "Resolved that the the Special Constable's Report for January be received." Motion Carried

It was moved by Deputy Mayor Mahaney and seconded by Councillor Murray, "Resolved that the Parks and Recreation Director's Report for December and the Shelburne Parks and Recreation Commission Annual Report be received." Motion Carried

It was moved by Councillor Murray and seconded by Deputy Mayor Mahaney, "Resolved that bills as approved amounting to \$ 259,478.94 be received and paid." Motion Carried

### **Mayor's Items**

Mayor Comeau noted on January 8<sup>th</sup> he had a meeting with Mr. Keith Jacklyn regarding the tendering process with the Port Authority. Later that day he met with Mr. Alexander to review the Feasibility Study of the Cox Warehouse.

Mayor Comeau reported on a meeting with CBCL held on January 10<sup>th</sup>. He noted that the water project is behind schedule. With a mild winter, road closures were issued which created further delays and as well since it was a watershed area permission was required from the Municipality of the District of Shelburne to remove gravel. Phase I and II of the project have a completion date of March 31<sup>st</sup>, 2008.

On January 15<sup>th</sup> the Mayor reported on the public meeting held regarding a Visitor Information Centre/Rest Stop. With the thirty (30) people present only two (2) people were in opposition with a show of hands. It was moved by Councillor Murray and seconded by Deputy Mayor Mahaney, "Resolved that the Minutes of the Public Meeting held January 15<sup>th</sup>, 2008 be approved," Motion Carried

Mayor Comeau reported on a meeting held Jan. 16<sup>th</sup> regarding the Cox Warehouse Development. It was decided at the meeting to hold a meeting with the Historical Society, the Town of Shelburne Council, and Cox Warehouse Committee to discuss the development of the property and identify funding needed for repairs.

Mayor Comeau reported on the Finance and Audit Committee meeting held on January 22<sup>nd</sup>. He noted Mr. Reg Ridgley did a power point presentation regarding "Shared Services". It was noted that each municipal unit could decrease or increase their level of service. The Permanent Provincial Electors List was discussed and it was noted that it was up-to-date and it was agreed that it would be used in the October election. Attention was brought to Council regarding the cost of the Visa/Mastercard/Debit Machine fees. In the last nine (9) months the Town has spent out \$4,607. A motion was made to discontinue the use of Visa/Mastercard as of March 31<sup>st</sup>, 2008. Mayor Comeau noted that the Weather Network would be installing the lightening detection equipment on the sanitation building. It was moved by Councillor Murray and seconded by Councillor Acker, "Resolved that the Minutes of the Finance and Audit Committee meeting held on January 22<sup>nd</sup> be approved as received." Motion Carried

Mayor Comeau noted that it was an honor to be asked to present certificates to Mrs. Perry at Roseway Manor, who was celebrating her 100<sup>th</sup> Birthday on January 31<sup>st</sup>, 2008.

Mayor Comeau reported that a brief Public Works, Sewer, Sanitation and Tree Committee meeting took place on January 2<sup>nd</sup> to elect a Chair. He was reelected Chair and it was noted that costs were being kept to a minimum with minor breakdowns, and very few times outside contractors were needed. Public Works is low on salt and it was noted a salt boat may be arriving in two (2) weeks. It was moved by Councillor Delaney and seconded by Councillor Murray, "Resolved that the Minutes of the Public Works, Sewer, Sanitation and Tree Committee meeting held on January 2<sup>nd</sup> be approved as received." Motion Carried

Mayor Comeau commented on the incident that took place at the Water Treatment Plant where the pump had stopped operating and discolored water had been sent through the system. The staff dealt with the problem by flushing out the discolored water, contact was made to the eating establishments and schools, and the Department of Environment was notified. Tests were sent away for bacteria and fortunately a boil water order was not needed.

Mayor Comeau noted that Team Shelburne has not received any word on the letter sent to Premier MacDonald regarding the dispersment of funds to the Municipal Units for economic development. It was hoped to have a meeting early in March to discuss the issue.

Mayor Comeau noted he had attended a luncheon with Mr. Gillmore and investors in regards to the purchase of the sound stage. Mr. Gillmore still seems serious in proceeding with the purchase.

Mayor Comeau gave notice that he will be re-offering for Mayor in the upcoming election to take place in October 2008.

Mayor Comeau noted that Councillor Reid would be out of the Country for two Council meetings.

### **Committee Reports were given**

Councillor Delaney reported on the RDA meeting of January 16<sup>th</sup> for Councillor Reid. It was noted that there was not an entry in the amount of \$729, 949 noted in the asset and liability statement from the sale of the Youth Centre. Councillor Delaney noted he will be attending the next meeting and have a full report at the March Council meeting. Councillor Delaney reported on the Loyalist Landing 2008 Committee receiving \$50,000 from the South West Shore Development Authority for economic development for hosting events throughout the year. Councillor Delaney noted the announcement from Gerald Keddy for 2.3 million to be shared between UPEI and the Shelburne Community College for a lobster molting program to help study increase productivity of lobsters. On January 21<sup>st</sup> the Waterfront Development Committee met to elect new executive. Also discussed were the flowers to be placed on Dock Street and to devise a list of future projects. A Tall Ships meeting was held on Jan. 21<sup>st</sup>, and it was hoped to have one arrive for the Loyalist Landing 2008 celebrations. Councillor Delaney noted that Mr., Gerald Keddy would be making a one-minute speech in the House of Commons regarding the Town of Shelburne and the Loyalist Landing 2008 celebrations. Councillor Delaney attended the "Mixer" at the Yacht Club on the 26<sup>th</sup> and on February 4<sup>th</sup> attended the Black Heritage Society "Dinner & Movie".

Councillor Acker reported on the January 16<sup>th</sup> Parks & Recreation annual meeting. During that meeting election of officers took place, work proposal for refurbishing the monument at the Cenotaph was discussed. The funding for the refurbishing of the granite monuments should be discussed at the next Finance Committee meeting. Also discussed was the increase in Parks work, staffing, the Physical Activity and Community School Coordinator's Report and funding from Department of Health Promotion and Protection for the Physical Activity Strategy. It was moved by Councillor Acker, seconded by Councillor Murray, "Resolved that this Report and Minutes of the Parks and Recreation Commission meeting held on January 16<sup>th</sup>, 2008 be received and adopted." Motion Carried

Councillor Nickerson reported on a meeting of the Occupational Health and Safety Committee, which took place on January 17<sup>th</sup>. It was noted that a "Return to Work" program is being reviewed, an audit of the Town Office took place with suggestions of shelving and a light in the storage area, and some employees were noted as needing to renew their Fall Protection Certificates, and the requirements for Confined Space. It was moved by Councillor Nickerson, seconded by Deputy Mayor Mahaney, "Resolved that this Report and Minutes of the Occupational Health and Safety Committee meeting held on January 17<sup>th</sup>, 2008 be received and adopted." Motion Carried

### **Clerk's Items**

The Clerk noted that Councillors had received a copy of the Letter of Understanding, and information on "Shared Services". It was explained that core service included waste collection, household hazardous waste, civic numbering, building inspection, fire inspection and corrections. It was also noted that the Letter of Understanding would be used to develop the actual Agreement for "Shared Services". Also noted was that there seems to be better control in place with a Management Committee, and more flexibility with opting out or increasing services as needed. It was moved by Deputy Mayor Mahaney and seconded by Councillor Acker, "Resolved that Council authorize Mayor Comeau to sign the Letter of Understanding which pertains to "Shared Services" between the three (3) municipal units." Motion Carried

It was moved by Deputy Mayor Mahaney, seconded by Councillor Nickerson, "Resolved that authorization be given to the Mayor and Clerk to sign the Final Emergency Measures Organization Agreement as worked out with the solicitor and insurance company." Motion Carried

The Clerk had provided Councillors with a copy of the Shelburne County East Emergency Measures Organization (SCEEMO) Budget. It was noted that Emergency Measures was taken out of the Shared Services Agreement and is scheduled to start April 1<sup>st</sup>, 2008. It was moved by Councillor Murray and seconded by Deputy Mayor Mahaney,

“Resolved that the Town of Shelburne approve SCEEMO’s Budget of \$13,000, with the Town of Shelburne to pay 10% as determined by population.” Motion Carried

The Clerk noted that pursuant to an audit of the Town Office by the Occupational Health & Safety Committee it had been determined that the back storage room required some work. As a result he was requesting a motion from Council to destroy some documents after they had been reviewed. It was moved by Councillor Acker and seconded by Councillor Murray,

“Resolved that authorization be given to the Town Clerk to destroy the following documents by shredding: correspondence files 1964 to 1966 inclusive, correspondence files 1973 to 1983 inclusive, accounts payable invoices 1991/92 to 1996/97 inclusive, tax, sewer, and BIDC bills 1986-1988 inclusive, cash receipts March 21<sup>st</sup>, 1990 to December 31<sup>st</sup>, 1996 inclusive, cemetery receipts August 4<sup>th</sup>, 1972 to July 30<sup>th</sup>, 1984 inclusive.” Motion Carried

### **New Business**

Mayor Comeau received a letter from Allan Nelson, President of Discover Shelburne County regarding a request to attend a meeting to discuss the prospect of hiring a Tourism Development Officer to serve Shelburne County. The Mayor and Deputy Mayor agreed to attend the meeting scheduled for February 13th at 10:30am in the Barrington Municipal Building.

The Town Clerk brought to Councils attention a call received from Joan Bower of the RDA requesting the Town to submit three to four projects that the RDA may be able to help with in the upcoming year. Discussion took place on the short notice, but Council agreed that the Visitor Information Centre/Rest Stop on Highway 103, the expansion of the Shelburne Marine Terminal, and Support for the Arena upgrades, could be three areas needing the RDA’s help.

It was moved by Deputy Mayor Mahaney and seconded by Councillor Delaney, “Resolved that Council endorse an ADHOC Committee be set up for review of the Visitor Information centre/Rest Stop on Highway 103.” Motion Carried

It was move by Deputy Mayor Mahaney, seconded by Councillor Delaney, “Resolved that an advertisement be placed in the Coast Guard soliciting for volunteers to serve on the ADHOC Committee.” Motion Carried

Deputy Mayor Mahaney noted that the Shelburne Fire Department had not yet received official notice that the replacement of a fire truck would be considered in the Town’s 2008/09 Budget. A letter will be sent out to the Shelburne Fire Department.

Deputy Mayor Mahaney brought to Councils attention that there has been no update on the Chamber of Commerce involvement in the Visitor Information Centre on Dock Street for the upcoming tourism year. It was suggested that the Chamber of Commerce be contacted with respect to their future role in the Visitor Information Centre on Dock Street.

Councillor Acker commented on the need for a paid employee to promote this part of Nova Scotia and to build on tourism. She further noted that volunteers are burnt out and a commitment for a coordinator should be a high priority.

Councillor Acker reported on Volunteer Week with the nominations deadline being March 5<sup>th</sup> and that the “Take the Roof Off Winter” Challenge will be February 3<sup>rd</sup> – March 1<sup>st</sup>. Councillor Acker noted that letters have gone out on behalf of the Shelburne County Arena Association recognizing four ways to support the Arena. It was also noted that a tax-deductible receipt would be issued from the Town office.

### **Further Business**

Councillor Delaney requested information from Council in respect to insurance with a two million liability from Mr. Mayer with respect to his front steps on Town property. The Clerk provided information that Mr. Mayer was being treated the same as other taxpayers in the Town with respect to a legal Agreement and proper insurance coverage of two million-liability insurance, with the Town added as an additional insurer.

The Civic Buildings and Properties Committee meeting was set for February 13<sup>th</sup> at 7:00pm.

The Police Department and License Committee meeting was set for February 20<sup>th</sup> at 7:00pm.

The Finance and Audit Committee meeting was set for February 26<sup>th</sup>, at 7:00pm.

The Planning Advisory Committee meeting was set for February 28<sup>th</sup>, at 7:00pm

There being no further business at 8:45pm, on Motion the meeting adjourned.