



AGENDA
Town Council Meeting-Council Chambers
January 16th, 2023
6:00 p.m.

Doc Ref:

1) Call to Order

2) Approval of Agenda

3) Approval of Minutes from the Town Council meeting held on January 3rd, 2023

4) Proclamations & Announcements:

- a) Recognition of former Town Employee, **Donald Shortliffe**
- b) January 17th-23rd as **National Non-Smoking Week**.
- c) January 25th as **"Bell Let's Talk Day"**
- d) February **African Heritage Month**

5) Delegations:

None

6) Correspondence:

Action:

Information:

- a) Construction/Demolition Debris Regulation & Guideline changes via Minister of Municipal Affairs & Housing

7) Council Items:

Consideration of street re-naming

8) Committee Reports:

None

9) Staff Reports:

- a) SVFD Report for November & December D23-A102/D23-A111
- b) By-Law officer report for December D23-A112
- c) Building Inspection Report for November & December D23-A103/D23-A110
- d) Shelburne Longboat Society, Report D23-A113
- e) Tri-County Regional Planning Initiative D23-A114

10) New Business:

11) Upcoming Meetings/Events:

- a) CP&V meeting changed from Jan 11 to Feb 8th, 2023
- b) Town Council meeting, Monday February 6 2023, 6pm, Council Chambers

12) Adjournment



Town of Shelburne
Minutes of the Regular Council Meeting
Tuesday January 3rd, 2023

DRAFT

Council Members Present

Mayor Harold Locke
Deputy Mayor Elizabeth Acker
Councillor Rick Davis
Councillor Sheldon Ringer

Staff Present

Sherry Doane, CAO
Candy Venning, Executive Coordinator

Call to Order

Mayor Harold Locke called the Council meeting to order at 6pm.

The Town of Shelburne is located on the ancestral and unceded territory of the Mi'kmaq, (Mi'kma'ki), in the District of Kespukwitk, home to Acadia First Nation. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities.

Approval of the Agenda

THAT Council approves the Agenda for January 3rd, 2023, as presented.

Davis-Ringer
CARRIED

Approval of the Minutes

THAT Council approves the Minutes from the Town Council Meeting held on December 5th, 2022, with the change to the Approval of Agenda to December 5th from November 7th.

THAT Council also re-approves the Minutes from the Town Council Meeting held on November 21st, 2022, under the **Staff Reports** section as they were October's not September's.

Acker-Ringer
CARRIED

Proclamations & Announcements

a) We would like to recognize January 12th as **Pay It Forward Day** in the Town of Shelburne in memory of **Carmen Huskilson**. Council and her family encourage random acts of kindness in the community and beyond. Whether helping a stranger, neighbour or friend, thousands of people around the globe are participating in this Day in the name of Carmen Huskilson and we are honoured to support this legacy.

b) **Marilyn Johnston** is being recognized as the **Volunteer of the Month for January 2023** for her many years of hard work and dedication to our community.

Marilyn has served on several committees and groups over the years. She was one of the founding members of the Warm Line here in Shelburne County and currently serves as the Secretary for the Shelburne County Mental Health and Wellness Association. Marilynn is the Chairperson for the Lower Ohio Union Church as well as the SASI Board. She is currently the President of the Shelburne

County Garden Club which takes care of the Alma Chetwynd Garden and hosts a plant sale every Spring. Marilyn is also a member of the Roseway Hospital Ladies Auxiliary, 100 Women Who Care, Shelburne Rug Hookers and various committees within the United Church. Even after all this, Marilyn still finds time to volunteer at NU2U where she is a sorter and cashier. For all that Marilyn has done and continues to do for this community, the CP&V Committee and Town Council recognize her as the Volunteer of the Month for January. Thank you Marilyn!

Delegations

None

Correspondence

Action

Region 6 Budget

M23-048 *THAT* Council approves the Town of Shelburne's portion of the Region 6 Fiscal 2024 Budget and directs the Treasurer to apply the apportioned amount to the Town's upcoming budget.

Davis-Acker

CARRIED

Information:

- a) Newsletter from Western Counties Regional Library
- b) Code of Conduct Provincial Working Group report
- c) Property Valuation Services Corporation (PVSC) Information

THAT Council accepts the above documents for information

Ringer-Davis

CARRIED

Council Items

None

Committee Reports

- a) Audit Committee September 6th 2022 Minutes

THAT Council accepts the September 6 2022 Audit Committee Minutes as presented.

Acker-Davis

CARRIED

New Business

Councillor Acker mentioned the '*Coastal Protection Act*' released today, specifically it's relevance to Shelburne as a coastal town and directed that the report be made available through the Town website.

Councillor Acker suggested that we look into purchasing better public garbage disposal bins and or more clearly label the ones we have (recycle, garbage, organic) with better labelling/ stickers or signage.

Councillor Acker thanked the CAO for including the 'Secrets of Successful Small Communities' in correspondence this week as it was very informative. Further that, as an excellent resource, it too, should be available on the Town website.

The CAO mentioned that the publication 'Secrets of Successful Small Communities' came via the Chamber of Commerce and that she would direct the Executive Coordinator to add the document to the Town website.

Upcoming Meetings

- a) CP & V Committee meeting is January 11th, 2023 – location TBC
- b) Town Council Meeting- January 16th, 2023, at 6:00pm at Council Chambers

Adjournment

THAT the Regular Town Council Meeting of January 3rd, 2023 be adjourned at 6:15pm

Davis

CARRIED

Mayor

Executive Coordinator

DRAFT

Mayor Brenda Chisholm Beaton
President, Nova Scotia Federation of Municipalities
Suite 1106, 1809 Barrington Street
Halifax, NS B3J 2K8

Dear President Chisholm Beaton:

Under the provisions of the *Municipal Government Act*, the Minister of Municipal Affairs & Housing (MAH) must provide to the Nova Scotia Federation of Municipalities a 12-month notice for any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter is a supplement to the previously sent notice for such changes for fiscal year 2023-24 and beyond.

The Department of Municipal Affairs & Housing was made aware of another policy change related to construction and demolition debris (C&D) management that will be occurring in the coming fiscal year. The Department of Environment and Climate Change (ECC) has had ongoing dialogue with municipal stakeholders on this change since July 2022; however, the formal letter sent directly from Municipal Affairs & Housing was inadvertently delayed. This letter should serve to outline how this change will be implemented to provide sufficient time for municipalities to prepare, aligning with the provisions of the *Municipal Government Act*.

DEPARTMENT OF ENVIRONMENT & CLIMATE CHANGE (ECC)

Construction & Demolition Debris Regulation and Guideline Changes

The Province has approved changes to C&D debris management in Nova Scotia. These new measures are designed to ensure that C&D debris management (including disposal, storage, transfer and processing) does not cause adverse environmental impacts. ECC completed a review of C&D debris management in response to fires and groundwater impacts that occurred at existing C&D debris disposal facilities, as well as community concerns about facilities that store, transfer, and process these materials. The review included engagement and consultation with municipalities, construction industry stakeholders, environmental groups, waste management stakeholders, and provincial government departments.

Amendments to the Activities Designation Regulations and the Solid Waste Resource Management Regulations mean that, starting on July 5, 2023, chemically treated wood will no longer be accepted for disposal at C&D debris facilities. Instead, these materials can be reused, repurposed, or disposed of in Municipal Solid Waste (MSW) landfills. Storage, transfer, and processing will continue to be permitted for treated wood.

As well, this fall, ECC engaged stakeholders on proposed amendments to the following guidelines:

- Solid Waste Management Facility Guidelines for Construction and Demolition Debris Storage, Transfer, Process and Disposal;
- Solid Waste Management Facility Guidelines for Municipal Waste Transfer.

The guidelines outline details on siting, design, and operational requirements to prevent environmental impacts. Terms and conditions of approvals will outline further site-specific details, which will be developed case-by-case with the facility's respective ECC regional office.

The proposed amended guidelines include an implementation timeline for the ban on treated wood. The implementation of the ban will be staged by having education compliance during the first year to reduce costs associated with adhering to the ban. Municipalities were engaged on this approach during the fall targeted engagement sessions.

In addition, facilities storing, transferring, or processing C&D debris will now require an operating approval from ECC. Previously, only C&D debris disposal facilities required approval. Amending approvals to include C&D transfer, process and storage will be required by July 5, 2023, but any significant terms and conditions will have staged timelines to allow for one year notice. Please note that any new facilities (brand new sites; not currently operating) and expansions of current disposal sites would be subject to requirements starting July 5, 2023.

These changes may affect the following municipalities that operate a MSW landfill, or a facility for transferring, storing, processing, or disposing of C&D:

Municipality	MSW Landfill	C&D Disposal Facility	Waste Transfer Station
Cape Breton Regional Municipality		X	X
Municipality of the County of Inverness		X	X
County of Victoria		X	X (2)
Municipality of the County of Richmond		X	X
Municipality of the County of Antigonish		X	X
Municipality of the District of St. Mary's		X	X
Pictou County Solid Waste		X	X
Municipality of Cumberland			X (3)
Town of Oxford			X
County of Colchester	X		
Municipality of East Hants		X	X
Halifax Regional Municipality	X		X (2)
Municipalities serviced through the Valley Solid Waste-Resource Management Authority			X (2)
Municipality of Digby			X
Town of Yarmouth		X	X

Municipality	MSW Landfill	C&D Disposal Facility	Waste Transfer Station
District of Chester	X	X	
Municipality of the District of Lunenburg			X
Queens Regional Municipality	X	X	
Municipality of the District of Shelburne			X
Municipality of Barrington		X	X
Municipality of the District of Clare			X

Each facility has unique design, operational and business considerations that will result in these changes impacting them differently. ECC has requested and received feedback from municipalities on potential cost implications during engagement sessions related to the regulatory changes and as part of updating the guidelines. ECC is using this feedback to develop approaches that reduce potential cost impacts where feasible. If NSF or municipalities would like to have further conversations around these changes, please reach out to Don MacQueen at Donald.MacQueen@novascotia.ca.

Should you have any questions regarding the provided information, please do not hesitate to contact either MAH or ECC, as appropriate, for clarification.

Sincerely,



John Lohr
Minister of Municipal Affairs & Housing



SHELburne VOLUNTEER FIRE DEPARTMENT
63 KING STREET, PO BOX 880
SHELburne, NS
BOT 1W0

Document #	
D23-A102	
Rec'd by C.V.	
Date 15/12/22	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

Mayor, Councillors and CAO

This is the monthly activity report for your Fire Department for the month of November 2022

Total number of calls for service: 10

Calls for service within the Town: 6

Calls for service in the Municipality of Shelburne protection area: 4

Calls for Mutual Aid to other Municipality of Shelburne Departments:

Calls for Mutual Aid to Fire Departments outside of the Municipality of Shelburne:

<u>CALLS FOR SERVICE BREAKDOWN</u>	<u>TOWN</u>	<u>MUNICIPALITY</u>
ALARM SOUNDING		1
MEDICAL	3	1
MOTOR VEHICLE ACCIDENT	1	1
STRUCTURE		
CHIMNEY/FLUE		
VEHICLE FIRE		
GRASS, BRUSH, FOREST		
POWER LINES		
FLOOD CONDITIONS		
BOATS/WATER RESCUE		
FUEL LEAK/SPILL		
PUBLIC OR POLICE ASSISTANCE	2	1

DARRELL LOCKE, FIRE CHIEF

shelburnefire@gmail.com

MIKE SHAND, PRESIDENT



SHELburne VOLUNTEER FIRE DEPARTMENT
63 KING STREET, PO BOX 880
SHELburne, NS
BOT 1W0

Document # D23-A111	
Rec'd by C.V.	
Date JAN 09 2023	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>

Mayor, Councillors and CAO

This is the monthly activity report for your Fire Department for the month of December 2022.

Total number of calls for service: 11

Calls for service within the Town: 1

Calls for service in the Municipality of Shelburne protection area: 10 (1 Handled by Chief)

Calls for Mutual Aid to other Municipality of Shelburne Departments:

Calls for Mutual Aid to Fire Departments outside of the Municipality of Shelburne:

<u>CALLS FOR SERVICE BREAKDOWN</u>	<u>TOWN</u>	<u>MUNICIPALITY</u>
ALARM SOUNDING		1
MEDICAL	1	1
MOTOR VEHICLE ACCIDENT		3
STRUCTURE		1
CHIMNEY/FLUE		
VEHICLE FIRE		
GRASS, BRUSH, FOREST, SOLID WASTE		1
POWER LINES		
FLOOD CONDITIONS		
BOATS/WATER RESCUE		1
ASSIST PUBLIC		1 (Handled by Chief)
ASSIST POLICE		1

DARRELL LOCKE, FIRE CHIEF

shelburnefire@gmail.com

MIKE SHAND, PRESIDENT

Document 2
Report by
Date JAN 9 2023
COPIES TO:
Council
Agents
Committee



Document 2	
Report by	
Date	JAN 9 2023
COPIES TO:	
Council	
Agents	
Committee	



P.O. Box 670
168 Water Street
Shelburne, N.S.
B0T 1W0

Phone: (902) 875-2991
Cell : (902) 874-2476
Fax: (902) 875-3932

lewis.chetwynd@shelburnens.ca
www.shelburnens.ca

January 3rd, 2023

By-Law Officer Report December 2022

December calls for service:

22-136. Service request: Follow up to clean up order on John St. - COMPLETE

22-137. Service request: Follow up to Dangerous and Unsightly on Anne St.- ONGOING

22-138. Service request: Complaint of Unsightly Property- Verbal Order issued- ONGOING

22-139. Service request: Follow up to cleanup order- 90% COMPLETE- Revisit in Spring

22-140. Service request: Complaint of vehicles parked on sidewalk- Resolved

22-141. Service request: Complaint of Dangerous Dogs running at large- Spoke with owner and written warning issued.

22-142. Service request: Complaint of deer being fed in town- Spoke with homeowner, currently no by-law in place to prevent this.

22-143. Service request- Complaint of kept property- Ongoing (postponed until new year)

22-144. Service request- Complaint of horse on property not large enough- Postponed until new year)

22-145. Service request- Patrol revealed garbage piled around garbage box- Owners issued verbal warning.

Document #	D23-A112
Rec'd by	E.V.
Date	JAN 4/23
COPIES TO:	
Council	✓
Agenda	✓
Committee	

Assignments:

- Daily patrol of areas where garbage been dumped. - **No new occurrences,**
- Parking enforcement – 8 citations issues, 10+ verbal warnings issued

Summary of additional By-Law Officer duties and outcomes:

- Attended Accessibility meeting- Looking at hiring a Full-time disability coordinator- Committee working on job descriptions
- Cross training- Learning front desk duties – Ongoing

- Attended with meeting for online parking ticket payments

Enrolled in the Nova Scotia By-law Enforcement Special Constable Certification Program.

Program Overview

- The online training component is designed to provide you with the academic competencies you will need to be effective in today's enforcement/compliance environment.
- Online research, understanding the impact of pertinent legislation, knowing your legal and ethical boundaries, preparing for court, effective communication (developing your soft skills), etc.

The Goal of the Program is

To provide the best possible enforcement and compliance services for both your organization and the community it serves and more importantly, to provide you with the skills to ensure that you go home safely at the end of your workday.

Program Orientation

Introduction to Law

Authorities & Powers of an Officer

Authorities & Powers to Enter & Inspect

Personal Safety & Situational Awareness

Photographs

Search Warrants

Options to Lay Charges

Preparing for Court

Judicial Officers & Their Role

Use of notes in Court

Evidence

Characteristics of a Good Officer

Municipal Structure

Duty to Inspect

Authorities & Powers to Enter Building or Property

Inspection Report

Correspondence

Powers to Arrest & Detain

Laying Charges

Court Structure

Trial Process

How to be a Good Witness

Respectfully submitted,

Lewis Chetwynd
Special Constable
By-Law Enforcement



Municipality of
Shelburne

Naturally Yours

Inspection Department

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1W0, Phone: (902) 875-3494 - Fax: (902) 875-1278

December 6, 2022

Town of Shelburne
ATTN: Sherry Doane
PO Box 670
Shelburne, NS
BOT 1W0

Dear Ms., Doane:

Re: Monthly Building Report

The following is the Building Inspection Report for the month of November, 2022.

Document #	D23-A103
Rec'd by	C.V.
Date	11/12/22
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>

Fiscal Year	2022/2023	2021/2022
Number of Permits Issued this Month	1	1
Number of Permits Issued to Date	14	15
Construction Value	\$ 450,000.00	\$ 30,000.00
Total Construction to Date	\$ 2,404,200.00	\$ 2,697,249.00

Yours very truly,

Andrew Goreham, CRBO, CFI
Director of Inspection Services

/aad

Andrew Goreham, Manager of Inspection Services

andrew.goreham@municipalityofshelburne.ca



Municipality of
Shelburne

Naturally Yours

Document # D23-A110	
Rec'd by e.v.	
Date JAN 04 2023	
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>

Inspection Department

136 Hammond Street, PO Box 280 Shelburne, NS BOT 1W0, Phone: (902) 875-3494 - Fax: (902) 875-1278

January 4, 2023

Town of Shelburne
ATTN: Sherry Doane
PO Box 670
Shelburne, NS
BOT 1W0

Dear Ms., Doane:

Re: Monthly Building Report

The following is the Building Inspection Report for the month of December, 2022.

Fiscal Year	2022/2023	2021/2022
Number of Permits Issued this Month	2	2
Number of Permits Issued to Date	16	17
Construction Value	\$ 6,000.00	\$ 101,500.00
Total Construction to Date	\$ 2,410,200.00	\$ 2,798,249.00

Yours very truly,

Andrew Goreham, CRBO, CFI
Director of Inspection Services

/aad

Andrew Goreham, Manager of Inspection Services

andrew.goreham@municipalityofshelburne.ca



Town of Shelburne
Staff Report to Council
January 16, 2023
Shelburne Longboat Society

Document #	D23-A113
Rec'd by	C.V.
Date	JAN 11 2023
COPIES TO:	
Council	<input checked="" type="checkbox"/>
Agenda	<input checked="" type="checkbox"/>
Committee	<input type="checkbox"/>
	<input type="checkbox"/>

General Overview:

This staff report is intended to inform Council of the Shelburne Longboat Society's request for financial assistance with respect to their insurance expense.

Background:

In 2009, the Shelburne Longboat Society (SLS) developed and presented a business plan to Town Council. The SLS required a facility to store and maintain their longboats through the winter months. At the time they did not have a dedicated facility and requested to use Town property to build one. Council agreed to provide the land at no cost. To date, there are no legal documents to show proof of ownership, just the handshake agreement confirming the society's ownership of the building on Town land.

Analysis:

November 9th, 2022, the SLS wrote to Council seeking additional financial support as they're struggling to meet their financial obligations with respect to insurance. The Town of Shelburne's insurance provider was contacted to verify whether the Town would be able to add the SLS building to our insurance policy to cover the premium. It was confirmed that unless the Town has proof of ownership of the facility, we cannot insure it. If the Town were to take ownership of the building, the cost to add it would be approximately \$800 per year compared to \$1,167.48 the SLS is currently paying.

Financial:

Council has two options for providing financial support to the SLS. Council has the option to purchase the SLS building for \$1 and take ownership. If ownership is obtained, the building can then be added to the Town's insurance policy for an approximate annual cost of \$800. With this option, however, there is additional risk absorbed. Taking ownership of the facility also means taking on the added liability risks, maintenance costs, accountability for accessibility standards and asset retirement obligations as well as coastal protection responsibilities.

Not taking over ownership and increasing the longboat society grant by \$1,167.48 would be the other option. This option is about \$400 more expensive initially, however, it de-risks the Town and keeps unforeseen costs at bay.

Recommendation:

That Town Council financially supports the Shelburne Longboat Society by one of the two options as detailed above as the Longboat Society's continued existence, culturally enriches the Town of Shelburne's heritage.

Respectfully Submitted,

Sarah W. Mattatall
Manager of Human Resources and Administration



Town of Shelburne
 Staff Report to Council
 January 3, 2023

Document # D23-A114	Rec'd by C.V.	Date JAN 12 2023	COPIES TO:			
			Council	✓		
			Agenda	✓		
			Committee			

Tri-County Regional Planning Initiative

Objective:

To have Council consider participating in the Tri-County Regional Planning Initiative (RPI) through an intermunicipal agreement. The eight (so far) participating municipalities are looking to proactively create a regional approach to planning with the provincial requirement mandating all municipalities to meet the minimum criteria of an updated *Municipal Planning Strategy (MPS)* and matching *Land-Use By-Law (LUB)*, requiring completion by December 2024.

Background and Discussion:

Following a successful application to the *Municipal Innovation Program* where provincial funding was awarded, these eight Tri-County municipalities have been examining the viability of an innovative approach to integrated regional planning. This was the first step in the establishment of a Tri-County RPI.

A CAO Steering Committee was then established and consultants were hired to review and produce a draft budget analysis that we have extrapolated data from for this report. Their focus was on the examination of two key areas:

1. Validating the need for an RPI; and
2. Development of the proposed governance structure.

The case for the Town of Shelburne (ToS) being a part of this initiative is strong:

- We have challenges in delivering quality/timely/consistent planning and development services based on historical modes of operation. The RPI will provide for greater operational efficiency and scalability.
- The NS Government introduced changes to the *Municipal Government Act (Bill 58)* in 2018 making planning mandatory for all land within municipal boundaries. The ToS, along with others in the initiative, will struggle to meet these requirements including the capacity to address the 10-year comprehensive review requirements (*MPSs & LUBs*). The RPI will enhance our ability to do so.
- Alone we are faced with managing compliance risk related to legislative requirements under the *Nova Scotia Coastal Protection Act*, the *Nova Scotia Accessibility Act*, and the *Federal Coastal Zone Management Act (CZMA)*. A joint approach through the RPI makes sense and dramatically reduces this risk.
- An RPI will signal that the Tri-County Area is 'open for business' that includes the ToS, while also positively influencing talent and business attraction. The Province sees this approach as an innovative model.
- It will help address important cross-cutting issues that defy geography, things like drought and climate change management and mitigation.
- An RPI will set the stage for smart growth that's well planned and effectively managed.

- | | |
|------------|---|
| COMMITTEES | 1 |
| ADVISORS | 1 |
| 12:10 | |
| CONF J MA | |
| 7 | |
| 4 | |
- The RPI will create a higher-profile opportunity for planning and development professionals, supporting talent recruitment and retention in our region that de-risks any standalone (non-participating) municipalities.

This administrative planning body will focus on improving, streamlining and enhancing the planning process, with an expectation of increasing revenues for all participants. Further, aligning the planning processes and methodologies across the eight participating municipalities, including standardizing terminology and definitions, delivering common approaches, formats and templates for *MPSs* and *LUBs* that will keep the ToS at the same level as the Municipalities of the Districts of Yarmouth, Barrington, Argyle, (Town and Municipality of) Digby, District of Shelburne, as well as the Town of Lockeport. There is an expectation that the remaining three municipalities (District of Claire, Clark's Harbour and Town of Yarmouth) in the tri-county may ask to join this initiative in future that would reduce the future cost for other participants.

We need to allocate funds over next two years to have the **1986-version** of our *MPS* updated and reflect changes appropriately back into our 41-page *LUB*. As we have no inhouse expertise, we will need to hire an independent consultant who would work with the CAO to complete this mandated requirement. Our resulting *MPS/LUB* would not be aligned with the others in our region, and likely be more expensive than utilizing RPI resources. This misalignment could put us at an advantage or disadvantage to others in the eyes of potential developers.

A further local risk with not participating is the eventual retirement of the MDS inspector that will leave us vulnerable and, since MDS is highly likely to be moving forward with being part of this initiative, they will be less likely to extend our Shared Services Agreement in this area beyond the next two years.

The RPI would operate largely as an administrative unit implementing decisions already approved by Councils. Proposed governance includes a Regional Oversight Committee comprised of elected officials, operating under specific *terms of reference*. A CAO Planning Leadership Group would provide ongoing administrative oversight for the RPI. This would, in effect, function as a board of directors for the RPI. With an initial five-year mandate, the RPI would grow and scale over time. Governance features would be noted in the proposed Intermunicipal Agreement and Project Charter.

Recommendation:

That Council does not participate in the Tri-County Regional Planning Initiative (requiring no motion) and takes on the financial burden and internal resource constraints to meet the mandated provincial requirements alone, or

passing the following motion:

THAT Council of the Town of Shelburne authorize the CAO to negotiate and sign an Intermunicipal Agreement with those other interested municipal units for a Tri-County Regional Planning Initiative in order to meet the mandated provincial requirements.

Respectfully Submitted,
Sherry Doane, CAO