



**Corporation of the Town of Shelburne**  
**Council Minutes**

January 25, 2021  
6:30 pm  
Council Chambers  
203 Main St. E, Shelburne

Members in attendance: Mayor Wade Mills  
Deputy Mayor Steve Anderson  
Councillor Walter Benotto  
Councillor Lynda Buffett  
Councillor Kyle Fegan  
Councillor Shane Hall  
Councillor Lindsay Wegener

Staff attending: Denyse Morrissey, CAO  
Carey Holmes, Director of Financial  
Services/Treasurer  
Jennifer Willoughby, Director of Legislative  
Services/Clerk  
Jim Moss, Director of Development and Operations  
Steve Wever, Town Planner  
Stephen Burnett, Town Engineer

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**1. Call to Order**

Council meeting called to order at 6:31pm by Mayor Mills.

This meeting will be held electronically in accordance with Section 238(3.1) of the Municipal Act which provides that a member of Council, of a local board or of a committee of either of them, can participate electronically.

In-person attendance at this meeting will not be permitted.

Members of the public may observe the proceedings by accessing the live webcast on the Town of Shelburne YouTube page:  
<https://www.youtube.com/channel/UCsar-MwF8CXrgPbe2EVxh-w>

Canadian National Anthem

Land Acknowledgement:

We would like to acknowledge the traditional territory of the Anishinaabe including the Ojibway, Potawatomi and Chippewa and the People of the Three Fires Confederacy.

**2. Disclosure of Pecuniary Interest and General Nature Thereof**

No Disclosures.

**3. Adoption of Minutes**

1. Minutes from the January 11, 2021 Council meeting.

**Motion # 1**

**Moved By** Councillor Benotto

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT the minutes from the Regular Council meeting held January 11, 2021 be approved as presented and circulated.

**CARRIED, W. Mills**

**4. Public Participation**

1. Public Question Period

No Questions.

2. Presentations

Mayor Mills - Black History Month Proclamation

WHEREAS Black History Month is an opportunity to acknowledge and honour the historical and present contributions of Black Canadians, and recognizes their significant contributions made to Canada; and  
WHEREAS, during Black History Month, we celebrate the many achievements and contributions made by

Black Canadians to our collective economic, cultural, spiritual and political development; and

WHEREAS the Town of Shelburne recognizes and values the significant contributions and advances that Black Canadians have made, and continue to make to Canadian society;

NOW, THEREFORE, I, Mayor Wade Mills, do hereby proclaim February 2021 as Black History Month in the Town of Shelburne and encourage all residents to celebrate our diverse heritage and culture and continue our efforts to make Shelburne a welcoming community for all.

3. Deputations on Agenda Items

No Deputations.

**5. Council Inquiries**

Members of Council addressed inquiries to Town staff and received responses.

**6. Motions and By-law for Decision**

1. Consideration of Items – all reports and By-laws in this section will be voted on separately

1. Report CAO 2021-02 from the Chief Administrative Officer regarding the Anti-Black Racism, Anti-Racism & Discrimination Task Force Recommendations: 3 to 6 months general overview.

The CAO and Clerk reviewed the report with Council.

A discussion ensued regarding the number of Council members to be placed on the committee, Council appointees being voting members of the committee, quorum challenges, perhaps having an alternate member appointed.

Further discussion continued regarding the declaration of the Canadian Coalition of Municipalities Against Racism and

Discrimination, employment advertisements and future work of the committee.

**Motion # 2**

**Moved By** Councillor Benotto

**Seconded By** Councillor Wegener

BE IT RESOLVED THAT Council receives report CAO 2021-02 regarding the Anti-Black Racism, Anti-Racism & Discrimination Task Force Recommendations: 3 to 6 months general overview;

AND THAT the Town of Shelburne adopts the declaration of the Canadian Coalition of Municipalities Against Racism and Discrimination;

AND THAT Council approves the terms of reference for the Diversity, Equity and Inclusion Committee and directs staff to advertise for Committee Members.

**CARRIED, W. Mills**

2. Report FS 2021-03 from the Director of Financial Services/Treasurer regarding the December 31st, 2020 Financial Update.

The Treasurer reviewed her report with Council.

**Motion # 3**

**Moved By** Councillor Hall

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT Council receives staff report FS 2021-03 with respect to the December 31st, 2020 financial update for information.

**CARRIED, W. Mills**

3. Report LS 2021-01 from the Director of Legislative Services/Clerk regarding review of downtown parking.

The Clerk reviewed her report with Council.

A discussion ensued regarding the provision of accessible parking, staff noted that parking accommodations can be provided to most tenants on-site at the location they are currently residing, providing a hybrid approach to the recommendation noted within the report, to provide a one-year extension for 9 residential permit spots in the William Street parking lot for tenants that require accommodations, providing payment plan options to offer affordability.

**Motion # 4**

**Moved By** Councillor Fegan

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT Council receives report #LS2021-01 from the Clerk for information;

AND FURTHER THAT Council approves the recommendations being provided, as amended;

AND directs staff to bring forward an amendment to the traffic by-law that incorporates the parking recommendations as noted on page 2 of the report as well as increasing the permit fees to \$35.00 per month.

**CARRIED, W. Mills**

4. Request to raise Pan African Flag for the month of February in recognition of Black History Month.

**Motion # 5**

**Moved By** Councillor Benotto

**Seconded By** Councillor Wegener

BE IT RESOLVED THAT Council approves the request to raise the Pan African flag at Shelburne Town Hall to recognize February as Black History Month.

**CARRIED, W. Mills**

5. Consideration of Community Excellence Award Nominations.

**Motion # 6**

**Moved By** Councillor Fegan

**Seconded By** Councillor Hall

THAT Council receives the nomination for the Community Excellence Award;

AND invites the nominees to a future meeting of Council to receive their award.

**CARRIED, W. Mills**

**7. Councillor Motions (Notice of Motion)**

**8. Communications**

1. Town of Shelburne Notice of Public Meeting regarding Development Charges February 22, 2021 commencing at 5:30pm
2. Town of Shelburne Public Meeting Notice - Committee of Adjustment and Planning Public Meeting February 8, 2021 commencing at 6:30pm.
3. Town of Shelburne Notice of Complete Application - Draft Plan of Subdivision DPS 20/02.
4. Letter from the Minister of Environment, Conservation and Parks regarding the newly formed Conservation Authorities Working Group.
5. Letter from the County of Dufferin regarding the appointment of member to the Conservation Authorities Working Group.
6. Letter from the Municipality of West Grey regarding Bill 229.
7. Letter from the Township of Larder Lake regarding Municipal Insurance Costs.
8. Letter from the Township of Matachewan regarding the extension of grant application deadlines.

9. Resolution from the United Counties of Stormont, Dundas and Glengarry regarding support for Small Businesses.
10. Client information from the Ontario Clean Water Agency (OCWA).
11. Ontario Small Urban Municipality (OSUM) 2021 Conference Cancellation notice.
12. AMO Communications.

**Motion # 7**

**Moved By** Deputy Mayor Anderson

**Seconded By** Councillor Fegan

THAT Council receives the items listed under Communications for information.

**CARRIED, W. Mills**

**9. Closed Session**

**Motion # 8**

**Moved By** Councillor Benotto

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT as per section 239(2)(a) of the Municipal Act, 2001 Council enters closed session to discuss the security of the property of the municipality or local board.

**CARRIED, W. Mills**

Entered closed session at 8:06 pm.

1. Report from the CAO.

**Motion # 9**

**Moved By** Councillor Hall

**Seconded By** Councillor Benotto

THAT we rise from closed session to resume regular business.

**CARRIED, W. Mills**

Rose from closed session at 8:46 pm.

**Motion # 10**

**Moved By** Councillor Hall

**Seconded By** Councillor Fegan

THAT Council receives the report from the CAO as presented for information.

**CARRIED, W. Mills**

**10. Confirming By-law**

1. Confirming By-law #03-2021 - January 25, 2021.

**Motion # 11**

**Moved By** Councillor Benotto

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #03-2021 being a By-law to confirm certain proceedings of the Council of the Corporation of the Town of Shelburne for its regular council meeting held January 25, 2021.

**CARRIED, W. Mills**

**11. Adjourn**

**Motion # 12**

**Moved By** Councillor Hall

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT we now adjourn to meet at the call of the Mayor.

**CARRIED, W. Mills**

Council meeting adjourned at 8:48pm.

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Mayor

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Clerk