



Corporation of the Town of Shelburne

Council Minutes

June 13, 2022

6:30 pm

Electronic Participation
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 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
Alice Byl, Deputy Clerk
Chad Smith, GIS Coordinator

Others Present: Inspector Terry Ward, OPP

1. Call to Order

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

Canadian National Anthem

Land Acknowledgement:

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

We encourage residents to review the call-to-action information by visiting the following website to further research and educate oneself:

<https://www.dccrc.ca/educational-links/>

2. Disclosure of Pecuniary Interest and General Nature Thereof

No Disclosures.

3. Adoption of Minutes

1. Minutes from the May 30, 2022 Council meeting and the May 30, 2022 Committee of Adjustment meeting

Motion # 1

Moved By Councillor Benotto

Seconded By Councillor Buffett

BE IT RESOLVED THAT the minutes from the Regular Council meeting held May 30, 2022 be approved as presented and circulated; and

THAT the minutes from Committee of Adjustment meeting held May 30, 2022 be approved as presented and circulated.

CARRIED, W. Mills

4. Public Participation

1. Public Question Period

Questions relating to agenda business can be submitted to the Clerk at jwilloughby@shelburne.ca or 519-925-2600 Ext. 223 by 12:00 pm Monday June 13, 2022.

No questions.

2. Presentations

1. OPP Inspector - Detachment Commander, Terry Ward - Brief Update - Goals and Objectives

OPP Inspector - Detachment Commander, Terry Ward presented a brief update on the last year with the OPP and answered questions of Council.

Motion # 2

Moved By Councillor Benotto

Seconded By Deputy Mayor Anderson

BE IT RESOLVED that the presentation by OPP Inspector Terry Ward - Brief Update be received as information.

CARRIED, W. Mills

2. National Indigenous Day Event/Proclamation - June 21

WHEREAS on June 21, Canada will celebrate National Indigenous Peoples Day. This is a day for all Canadians to acknowledge the unique heritage, diverse cultures, and outstanding contributions of First Nations, Inuit, and Métis peoples;

AND WHEREAS in cooperation with Indigenous organizations, the Government of Canada chose June 21, the summer solstice, for National Aboriginal Day now known as National Indigenous Peoples Day;

AND WHEREAS for generations, many Indigenous Peoples and Communities have celebrated their culture and heritage on or near this day due to the significance of the summer solstice as the longest day of the year;

AND WHEREAS Shelburne is home to a strong Indigenous community and would like to acknowledge their continued contributions;

NOW THEREFORE, I, Mayor Wade Mills on behalf of the Council of the Town of Shelburne do hereby proclaim June 21, 2022 as National Indigenous Peoples Day in the Town of Shelburne.

3. Brain Injury Proclamation

Whereas Brain Injury happens in an instant, it does not discriminate, nor does it only impact one person. Brain injury changes the lives of people of all ages, genders and ethnicities, leaving little time to adapt. This disability lasts a lifetime and often leaves many with feelings of grief, loneliness, anxiety, depression, and an inability to cope; and

Whereas Acquired Brain Injury is the leading cause of death and disability for those under the age of 45 and Acquired Brain Injury is 15 times more common than spinal cord injury, 30 times more common than breast cancer and 400 times more common than HIV/AIDS; and

Whereas, as we begin to see the light at the end of the tunnel with the pandemic, we are hopeful that many people will, in time, be able to once again venture out and regain their social networks and supports, we are reminded of the many people with brain injuries who will remain isolated and afraid. The understanding we have gained from our own experiences with isolation this past reminds us to shine a light on brain injury and support those impacted by brain injury in Ontario.

Now Therefore, I, Mayor Wade Mills, on behalf of Council of the Town of Shelburne, do hereby proclaim June 2022 as "Brain Injury Awareness Month" in the Town of Shelburne and encourage citizens to join the Ontario Brain Injury Association's campaign to "Shine a Light on Brain Injury".

3. Deputations on Agenda Items

5. Council Inquiries

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

6. Motions and By-law for Decision

1. Consent Agenda – all items in this list shall be the subject of one motion
2. Consideration of Items – all reports and By-laws in this section will be voted on separately
 1. Report P2022-16 from the Town Planner regarding Delegation of Site Plan Control Authority.

The Town Planner discussed his report with Council.

Discussion ensued regarding the change to the process and when Council would still be notified.

Motion # 3

Moved By Councillor Buffett

Seconded By Councillor Fegan

BE IT RESOLVED that Council receives report P2022-16 regarding the Delegation of Site Plan Control Authority for information;

AND THAT leave be given for the reading and enacting of By-law #30-2022 being a By-law to appoint the Director of Development and Operations as the authorized person for the approval of site plans, to appoint the Director of Legislative Services/Clerk as the authorized person for the approval of site plan agreements, and to authorize the Mayor and the Director of Legislative Services/Clerk to execute site plan agreements, pursuant to Section 41 of the Planning Act, R.S.O. 1990, C.P.13, as amended.

CARRIED, W. Mills

2. Report FS 2022-08 from the Director of Financial Services/Treasurer regarding Asset Management Plan June 2022 Update

The GIS Coordinator presented his presentation to Council.

Discussion ensued regarding historical data and carrying it forward.

Motion # 4

Moved By Councillor Buffett

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council receives report FS 2022-08;

AND FURTHER THAT Council adopts the June 2022 Asset Management Plan Update in accordance with Ontario Regulation 588/17.

CARRIED, W. Mills

3. Report CAO 2022-08 from the CAO regarding 420 Victoria St Update - Surplus and Sale

The CAO presented her report to Council.

Discussion ensued regarding the process for the surplus land and the potential number of units the property may hold.

Motion # 5

Moved By Councillor Benotto

Seconded By Deputy Mayor Anderson

BE IT RESOLVED that Council of the Town of Shelburne receives the report CAO 2022-08 420 Victoria Street Update - Surplus and Sale for information;

AND THAT 420 Victoria Street be declared surplus and proposed for future sale;

AND THAT notice is hereby given that, in accordance with Town of Shelburne By-law# 7-1995 - Procedures to Sell or Otherwise dispose of Real Property - The Council of the Town of Shelburne declares the lands municipally known as 420 Victoria Street and legally described as PLAN 10A PT BLK A CON 3 PT LOT 32 being approximately 0.73 of an acre as Surplus Land and directs staff to provide the required 14 days notice prior to bringing forward a by-law for adoption by Council;

AND THAT waste treatment plant allocation for 420 Victoria Street of approximately 2 cubic metres is reserved and the property is granted Stage 1 priority;

AND THAT any proceeds from the future sale of the property, expected in Spring 2023, be re-allocated to the capital reserve.

CARRIED, W. Mills

4. Report CAO 2022-09 from the CAO regarding Service Delivery Review Human Resources Services

The CAO presented her report to Council.

Motion # 6

Moved By Mayor Mills

Seconded By Councillor Buffett

BE IT RESOLVED that Council receives report CAO 2022-09 Service Delivery Review: Human Resources Services for information;

AND THAT the new full time position of Human Resources (HR) Coordinator be hired as of Q4 or October 2022;

AND THAT the HR coordinator position be funded from gapping savings in 2022.

CARRIED, W. Mills

5. Report CAO 2022-10 from the CAO regarding Council Directions 2018-2022 and 2022 Council Inquiries: Summary

The CAO presented her report to Council.

Discussion ensued regarding the significance of the workload Council is requesting of Staff and accountability for Staff back to Council.

Motion # 7

Moved By Councillor Wegener

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council receives report CAO2022-10 Council Directions 2018-2022 and 2022 Council Inquires: Summary for information.

CARRIED, W. Mills

6. Canada Day Festival Committee - Request for Exemption from By-laws #30-2011 (Idling Bylaw) and #45-2004 (Noise Bylaw).

Councillor Fegan spoke to Council about the proposed events at Canada Day. The proposed event would be a maximum of one hour.

Discussion ensued regarding notifying the neighbouring communities as well.

Motion # 8

Moved By Mayor Mills

Seconded By Councillor Fegan

BE IT RESOLVED that the Canada Day Festival Committee Request be received as information;

AND THAT Council provide Staff direction to grant the exemption request.

CARRIED, W. Mills

7. Rotary Club of Shelburne - Request for Fiddle Park.

A discussion ensued regarding the line painting as it would require more time and Staff allocation.

Motion # 9

Moved By Councillor Benotto

Seconded By Councillor Buffett

BE IT RESOLVED that the letter from the Rotary Club of Shelburne dated June 1, 2022 be received as information;

AND THAT Council authorizes overnight accommodation for security personnel;

AND THAT all provisions of facility use be complied with;

AND THAT the request for line painting be received for information and the Rotary be directed to apply to the Municipal Grant Program for future in kind requests.

CARRIED, W. Mills

8. Dufferin Cricket Club - Request for Storage Container.

A discussion ensued regarding potential options for the current storage container on site and the requirements for partially/fully footing a bill for these containers.

Motion # 10

Moved By Councillor Fegan

Seconded By Councillor Wegener

BE IT RESOLVED THAT the Dufferin Cricket Club - Request for a Storage Container be received as information;

AND THAT Staff continue to explore possible shared use arrangements;

AND THAT any request to purchase a second unit (if it becomes necessary) be referred to the Draft 2023 budget for the consideration of Council.

CARRIED, W. Mills

9. Report LS 2022-11 from the Director of Legislative Services/Clerk regarding New Parks Use Bylaw

The Director of Legislative Services/Clerk presented her report to Council.

Motion # 11

Moved By Councillor Wegener

Seconded By Councillor Benotto

BE IT RESOLVED THAT Council receives report LS 2022-11 for information;

AND THAT leave be given for the reading and enacting of Bylaw#31-2022 being a bylaw to regulate and control the use of Parks and Park buildings.

CARRIED, W. Mills

7. Councillor Motions (Notice of Motion)

Mayor Mills – Authorization of the raising of a flag on June 21 for National Indigenous Peoples Day.

Unanimous consent was received to pass the following motion:

Motion # 12

Moved By Councillor Benotto

Seconded By Councillor Fegan

BE IT RESOLVED that a flag be raised on June 21 for National Indigenous Peoples Day.

CARRIED, W. Mills

8. Communications

1. Minutes from the Diversity Equity and inclusion (DEI) Committee from their meetings held on March 17, 2022 and April 21, 2022.

2. Minutes from the Heritage Committee from their meeting held on April 6, 2022.
3. Minutes from the Canada Day Committee from their meeting held on April 13, 2022.
4. Minutes from the Shelburne Public Library Board from their meeting held on April 19, 2022
5. Correspondence from the Town of Orangeville regarding the Ontario Land Tribunal.
6. Correspondence from the City of Cambridge regarding Request to the Region of Waterloo to Consider Free Public Transportation on Election Day.
7. Correspondence from the City of Brantford regarding Release of all Federal and Provincial Documents Related to the Former Mohawk Institute Residential School.
8. Correspondence from the Town of Espanola regarding Ukraine Support.
9. Correspondence from the Town of Newmarket regarding Mandatory Firefighter Certifications.
10. Correspondence from the Municipality of Shuniah regarding Community Schools Alliance Action Plan.
11. Correspondence from the Municipality of Shuniah regarding Support for Infrastructure.
12. Correspondence from the City of Kitchener regarding Energy Performance Tiers.
13. Correspondence from the District of Muskoka regarding Annual Emergency Exercise Exemption.
14. Correspondence from the Niagara Regional Council regarding Voluntary Russian Sanction.
15. Correspondence from the Upper Grand District School Board regarding 2022 Long Term Accommodation Plan Annual Review Report.

16. Correspondence from the Nottawasaga Valley Conservation Authority - May 2022 Board Meeting Highlights.
17. AMO - Policy Update.
18. Correspondence from Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) - Issue at a Glance - Municipal Insurance.

Motion # 13

Moved By Councillor Benotto

Seconded By Councillor Fegan

BE IT RESOLVED that Council receives the items listed under Communications for information.

CARRIED, W. Mills

9. Closed Session (if required)

10. Confirming By-law

1. Confirming By-law # 32-2022 - June 13, 2022

Motion # 14

Moved By Councillor Benotto

Seconded By Deputy Mayor Anderson

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #32-2022 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 June 13, 2022.

CARRIED, W. Mills

11. Adjourn

Motion # 15

Moved By Councillor Benotto

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 8:39 pm

Mayor

Clerk