



Corporation of the Town of Shelburne

Council Minutes

June 27, 2022

6:30 pm

Electronic Participation
203 Main St. E, Shelburne

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

Members Absent: Deputy Mayor Steve Anderson

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
Alice Byl, Deputy Clerk
Steve Wever, Town Planner

Others in attendance: Valerie Schmidt, Planner, GSP Group
Jenna Daum, Planning Coordinator, GSP Group

1. Call to Order

Council meeting called to order at 7:06 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 June 13, 2022, Regular Council meeting.

Motion # 1

Moved By Councillor Buffett

Seconded By Councillor Hall

BE IT RESOLVED THAT the minutes from the Regular Council meeting held June 13, 2022, be approved as presented and circulated.

4. Planning Public Meeting

1. Report P2022-19 from the Town Planner Regarding Application for Zoning By-law Amendment Z22/02 307 Victoria Street.

Tonight's public meeting under section 34 of the Planning Act is to consider an application for zoning by-law amendment, for lands municipally known as 307 Victoria Street.

The purpose and effect of the Amendment is to rezone the property from Residential Type Two (R2) Zone to Residential Type Two Exception Seven (R2-7) Zone and Residential Type Two Exception Eight (R2-8) Zone.

I will ask the Clerk for the method of notice for the public meeting.

The Clerk indicated that notice of tonight's public meeting was advertised in local media sources. Notice has been posted on the Town's website and notice was provided to property owners within a 120-metre radius of the subject property.

We will have a presentation by the Town Planner, following which there will be an opportunity for members of the public and Council to ask questions or provide comments. The Clerk will also accept written submissions. All submissions, written and oral, will be given consideration by the Council prior to any decision being made.

The Town Planner presented his Report P2022-19 to Council.

Council asked and received answers to questions regarding lot size, setback requirements and driveway location.

Len Guchardi of 141 Main St. W. Shelburne made comments about the application regarding lot size, setback requirements and driveway location.

Motion # 2

Moved By Councillor Benotto

Seconded By Councillor Buffett

BE IT RESOLVED THAT Council receive Report P2022-19 as information;

AND THAT leave be given for the reading and enacting of By-law #33-2022, being a bylaw to amend zoning bylaw #38-2007 to rezone lands municipally known as 307 Victoria Street in the Town of Shelburne from Residential Type Two (R2) Zone to Residential Type Two Exception Seven (R2-7) Zone and

Residential Type Two Exception Eight (R2-8) Zone as shown on Schedule "A1" to the Bylaw.

CARRIED, W. Mills

5. 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 27, 2022.

Mr. Gary Whitworth of 305 Andrew St. Shelburne asked Council to hold a Public Meeting regarding concerns and issues at local school.

Mayor Mills advised that Council is committed to taking part in solutions and will work with stakeholders from the School Board and OPP to see what can be coordinated.

2. Presentations

To register as a presenter please contact the Clerk directly at jwilloughby@shelburne.ca or 519-925-2600 Ext. 223.

3. Deputations on Agenda Items

6. Council Inquiries

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

7. 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 P2022-20 from the Town Planner regarding SPA 21/06 - Application for Site Plan Approval - Select Builders Construction and Renovation Ltd., 152 Luxton Way Shelburne.**

The Town Planner discussed the report with Council.

Motion # 3

Moved By Councillor Benotto

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council receive Report P2022-20 as information;

AND THAT, Site Plan Application SPA 21/06 be approved, subject to the following conditions:

1. That the Owner enter into a Site Plan (Amending) Agreement with the Town of Shelburne; and
2. That the Owner shall submit final Site Plan drawings and information addressing review comments to the satisfaction of the Town Engineer and the Town Planner;

AND THAT leave be given for the reading and enacting of Bylaw #34-2022 being a bylaw to enter into a site plan amending agreement with Select Builders Construction and Renovation Ltd., for development of the property know municipally as 152 Luxton Way in the Town of Shelburne.

CARRIED, W. Mills

2. Report LS2022-12 from the Director of Legislative Services/Clerk regarding Town of Shelburne Smoking And Vaping Bylaw.

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

A discussion ensued regarding smoking at special events, on sidewalks and outside of municipally owned properties.

Motion # 4

Moved By Mayor Mills

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council receives report LS 2022-12 for information;

AND THAT Staff come back with a revised draft by-law based on the comments made by Council.

CARRIED, W. Mills

3. Report LS2022-13 from the Director of Legislative Services/Clerk regarding Town of Shelburne Draft Traffic By-law.

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

A discussion ensued regarding the specifics mentioned in the proposed by-law related to year-long overnight parking, the proposal of 5-hour on-street parking and fines associated.

Motion # 5

Moved By Councillor Hall

Seconded By Councillor Wegener

BE IT RESOLVED THAT Council receives report LS 2022-13 for review and information;

AND THAT Council directs staff to proceed with public engagement between July 1, 2022, and July 18, 2022;

AND THAT the draft traffic by-law will return to Council on July 25, 2022, for final review and enactment.

CARRIED, W. Mills

4. Report CAO2022-11 from the Chief Administrative Officer regarding Waiving of Fees Guidelines - Recent Requests from User Groups to Waive Field Fees.

The CAO presented her report to Council.

A discussion ensued regarding the policy, how Council enacted the Policy, and Council supports staff abiding by the policy.

Motion # 6

Moved By Councillor Fegan

Seconded By Councillor Buffett

BE IT RESOLVED THAT Council receives report CAO2022-11 Waiving of Fees Guidelines – Recent Requests from User Groups to Waive Field Fees for information;

AND THAT conditions of the Waiving of Fees Guidelines not be waived;

AND THAT all requests for waiving of fees where they are for regular program costs, including field rental fees, not be brought to Council and organizations be directed to the Municipal Grant Funding program.

CARRIED, W. Mills

5. Request from the DEI Committee for the Committee to Issue the statement as submitted.

The Shelburne Diversity and Equity Committee has been informed of and is troubled by the recent incident that happened at Centre Dufferin District High School. We have yet to hear all the details, and want to be respectful to all parties involved, and to any ongoing investigation being conducted by the Police and the Upper Grand District School Board.

We want to take this opportunity to say that as a Committee we reject all forms of racism and discrimination. It is important that our schools remain safe, welcoming and inclusive for all of our students and staff. While significant progress has been made to strengthen our schools and community, we recognize that more work needs to be done.

We support an open and transparent investigation followed by meaningful action. Once the investigation is complete, we strongly recommend implementing a process to work collaboratively with the school, school board, students,

families and other community partners to find a solution to the issues raised.

Motion # 7

Moved By Councillor Hall

Seconded By Councillor Buffett

BE IT RESOLVED THAT the Council of the Town of Shelburne receives the request from the DEI committee to issue a statement as information;

AND THAT Council approves the request from the DEI committee to issue the statement as submitted.

CARRIED, W. Mills

8. Councillor Motions (Notice of Motion)

1. Notice of Motion - Councillor Fegan

Unanimous consent was received to pass the following motion.

Motion # 8

Moved By Councillor Fegan

Seconded By Councillor Hall

BE IT RESOLVED that Council direct Staff to investigate the logistics, viability and cost impacts to provide a dedicated office space within the town hall for use by the OPP to file incident reports while on duty within the town limits;

AND THAT a report be brought back to council.

CARRIED, W. Mills

9. Communications

1. Statement from Mayor Wade Mills and Council of the Town of Shelburne regarding Recent Events at Centre Dufferin District High School, June 17, 2022
2. Minutes from the Shelburne & District Fire Board from their meeting held on April 5, 2022

3. Resolution from the Shelburne District Fire Board - 2021 Financial Statement
4. Resolution from the Shelburne District Fire Board - Shelburne's Revised Land Acknowledgement

A discussion ensued regarding the specifics of the Shelburne Land Acknowledgement for the Shelburne and District Fire Board, as well as Boards operating within the jurisdictional boundaries of the Town of Shelburne.

Motion # 9

Moved By Councillor Hall

Seconded By Councillor Benotto

BE IT RESOLVED THAT the Shelburne and District Fire Board utilizes the Town of Shelburne Land Acknowledgement for all future meetings;

AND THAT all Boards operating within the jurisdictional boundaries of the Town of Shelburne use the Town of Shelburne Land Acknowledgement.

CARRIED, W. Mills

5. Correspondence from Dufferin County regarding Dufferin County Awards 2022 Bill Hill Scholarships
6. Correspondence from the Township of Mulmur regarding Ontario Climate Caucus
7. Correspondence from the City of Cambridge regarding Ontario Must Build it Right the First Time
8. Correspondence from the Town of The Blue Mountains regarding Voter's List Information for Candidates
9. Correspondence from Municipality of Killarney - Russian Sanctions
10. Correspondence from the Shepherds Cupboard Foodbank regarding the LCBO property in Shelburne

Councillor Wegener questioned how the Town of Shelburne can help the Foodbank. Staff responded they will reach out to the Foodbank to arrange a meeting to discuss their future needs.

11. Correspondence from Headwaters Health Care Centre regarding pandemic Response Measures, including Mask Mandate
12. AMO - Policy Update

Motion # 10

Moved By Councillor Fegan

Seconded By Councillor Hall

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

CARRIED, W. Mills

10. Closed Session (if required)

11. Confirming By-law

1. Confirming By-law # 36-2022 – June 27, 2022

Motion # 11

Moved By Councillor Benotto

Seconded By Councillor Hall

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law 36-2022 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 27, 2022.

12. Adjourn

Motion # 12

Moved By Councillor Hall

Seconded By Councillor Benotto

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

CARRIED, W. Mills

Council meeting adjourned at 8:46 pm

Mayor

Clerk