



Corporation of the Town of Shelburne

Council Minutes

March 15, 2021
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 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

Others Present: Scott McEachran, Barriston Law

1. Call to Order

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>

Meeting called to order at 6:32pm by Mayor Mills.

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. Closed Session

Council entered closed session at 6:35 pm.

Motion # 1

Moved By Councillor Benotto

Seconded By Councillor Fegan

That Council enters closed session as per section 239(2)(f) of the Municipal Act to discuss advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED, W. Mills

Motion #2

Moved By Councillor Buffett

Seconded By Councillor Benotto

THAT we now rise from Closed Session.

CARRIED, W. Mills

Rose from closes session at 7:13 pm.

Motion #3

Moved By Councillor Hall

Seconded By Councillor Wegener

THAT Council receives the information provided from Barriston Law as presented.

CARRIED, W. Mills

4. 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 2021-03 from the Chief Administrative Officer regarding - Service Delivery Review Final Report – Dufferin County.

THE CAO reviewed her report with Council.

Motion # 4

Moved By Mayor Mills

Seconded By Councillor Benotto

BE IT RESOLVED THAT Council supports in principle, the recommendations specific to indoor recreation and fire services from the County of Dufferin Service Delivery Review Part A and the dissolution of the boards of management whereby each service area would be directly delivered by the Town of Shelburne;

AND THAT Staff is directed to review and outline the processes to move forward with the dissolution of the two boards and outline the estimated timelines and estimated costs in a follow up report;

AND THAT Council directs Staff to incorporate this general direction in the scope of work that would be required within the Town's Service Delivery Review, as well as Parks and Recreation Master Plan as both projects will be completed in the 2021 calendar year.

CARRIED, W. Mills

2. 2021 Centre Dufferin Recreation Complex Budget.

The Treasurer reviewed the CDRC budget documents with Council.

A discussion ensued regarding colour coded designations and re-opening under the Provincial Framework and the

impacts associated, additional municipal funding to offset revenue loss.

Motion # 5

Moved By Councillor Fegan

Seconded By Councillor Wegener

THAT Council receives the 2021 budget as presented.

CARRIED, W. Mills

3. Report LS 2021-05 from the Director of Legislative Services/Clerk regarding the Diversity, Equity, and Inclusion Committee – Interview and Committee Member Selection Process.

The Clerk reviewed her report with Council.

A discussion ensued regarding a scoring mechanism for the applications, shortlisting and selecting candidates for an interview, having all of Council participate to provide for a consistent, equitable process.

Motion # 6

Moved By Councillor Hall

Seconded By Councillor Buffett

BE IT RESOLVED THAT Council receives report #LS2021-05 from the Clerk for information;

AND THAT Council approves the interview process as noted in the report and directs staff to call a Special Closed Session Council meeting to be held March 25, 2021 to hold candidate interviews for selection of Diversity, Equity, and Inclusion Committee members.

CARRIED, W. Mills

5. Confirming By-law

1. Confirming By-law #13-2021 - March 15, 2021.

Motion # 7

Moved By Councillor Benotto

Seconded By Councillor Hall

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #13-2021 being a By-law to confirm certain proceedings of the Council of the Corporation of the Town of Shelburne for its special council meeting held March 15, 2021.

CARRIED, W. Mills

6. Adjourn

Motion # 8

Moved By Councillor Benotto

Seconded By Councillor Hall

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

CARRIED, W. Mills

Council meeting adjourned at 7:51 pm.

Mayor

Clerk



Corporation of the Town of Shelburne

Council Minutes

March 22, 2021

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 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

Others Present:

Stephen Burnett, Town Engineer

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.

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Canadian National Anthem

Land Acknowledgement:

We would like to acknowledge the traditional territory of the Anishinaabe including the Ojibway, Pottawattamie 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 March 8, 2021 Council meeting.

Motion # 1

Moved By Councillor Benotto

Seconded By Councillor Hall

BE IT RESOLVED THAT the minutes from the Regular Council meeting held March 8, 2021 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 March 22, 2021.

No Questions.

2. Presentations

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

1. Mayor Mills - Proclamation for World Autism Awareness Day - April 2, 2021.

WHEREAS, autism is a pervasive developmental disorder affecting the social, communication and behavioral skills of those affected by it, and,

WHEREAS, more health professionals are becoming proficient in diagnosing autism, more children are being diagnosed on the autism spectrum, resulting in rates as high as 1 in 68 children nationally, and

WHEREAS, while there is no cure for autism, it is well-documented that if individuals with autism receive early and intensive treatment throughout their lives, they lead significantly improved lives, and,

WHEREAS, individuals with autism often require a lifetime of specialized and community support services to ensure their health and safety and to support families' resilience as they manage the psychological and financial burdens autism can present,

NOW, THEREFORE BE IT RESOLVED that I, Mayor Wade Mills, on behalf of the Council of the Town of Shelburne, do hereby proclaim April 2nd 2021 as AUTISM AWARENESS DAY in the Town of Shelburne, and urge all residents to participate in Autism Awareness activities, in order to become better educated about autism and create a better community for individuals with autism.

2. Bobbi Ferguson - Rotary Club of Shelburne - Heritage Music Festival request to reallocate grant funds.

Ms. Ferguson reviewed her funding request with Council and requested the municipal grant funding provided by Council be utilized for other proposed events in light of having the Heritage Music Festival cancelled for 2021.

Motion # 2

Moved By Councillor Benotto

Seconded By Councillor Wegener

BE IT RESOLVED THAT Council receives the letter from the Shelburne Rotary Club regarding the Heritage Music Festival for information;

AND THAT the \$5,000 grant funding for the Heritage Music Festival be given to the Rotary Club for their May and August proposed events.

CARRIED, W. Mills

3. Deputations on Agenda Items

1. Katarzyna Sliwa, Dentons Canada LLP and Nick Karakis, IBI Group - on behalf of Flato Developments Inc. regarding Development and Operations report DO 2021-02 - Sewage Capacity Allocation.

Ms. Sliwa reviewed with Council the lands owned by Flato Developments Inc. and proposed intentions to develop the subject property, capacity, and allocation for the subject property to provide a senior's housing component, asking for consideration of having the Flato lands included in the settlement area and boundary.

Mr. Karakis reviewed the proposed senior's residence development to provide 93 residential units, Flato is closely following and monitoring the reports related to servicing capacity, allocation and upgrades required to the sewage treatment plant.

Councillor Benotto questioned progress with MTO in regard to the entrance off of the corridor - Mr. Karakis noted discussions have taken place, in principle they are on board, Flato and Town Staff are in the process of initiating the required studies.

Councillor Benotto questioned the application submission and timelines for the senior's housing - Ms. Sliwa noted those applications were submitted Friday March 19, 2021.

A discussion ensued regarding people per unit calculations for the senior's building and the amount of support being provided from the County of Dufferin.

Motion # 3

Moved By Councillor Fegan

Seconded By Councillor Benotto

THAT Council receives the delegation information.

CARRIED, W. Mills

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 DO 2021-01 from the Director of Development and Operations regarding Ontario Clean Water Agency (OCWA) 2020 Water Summary and Annual Reports.

The Director of Development and Operations reviewed his report with Council.

Motion # 4

Moved By Councillor Buffett

Seconded By Councillor Hall

BE IT RESOLVED THAT Council receives report DO 2021-01 regarding the Ontario Clean Water Agency (OCWA) 2020 Water Summary and Annual Reports for information.

CARRIED, W. Mills

2. Report DO 2021-02 from the Director of Development and Operations regarding Sewage Capacity Allocation.

The Director of Development and Operations reviewed his report with Council.

The Town Planner reviewed Appendix 1 to the report and the development staging plan noted within the Town's Official Plan, he reviewed the development application process and how allocation is assigned to developers which is at the time of approval.

The Town Engineer reviewed Appendix 2, 3 and 4 with Council.

A discussion ensued regarding having a "use it or lose it" allocation policy, re-aligning allocation to other developments, the need for an expansion is evident, review of allocation for development currently underway - for example Fieldgate, review of re-assigning allocation not currently in use to the Flato property, review of the timeline associated with upgrades to the sewage treatment plant, construction timelines for current development projects, review of allocation relating to development staging in the official plan and issuance of allocation upon draft plan approval, review of front ending costs in regards to development opportunities and the need to further consult and engage with community stakeholders and developers going forward.

Motion # 5

Moved By Mayor Mills

Seconded By Councillor Benotto

BE IT RESOLVED THAT Council receives report DO 2021-02 regarding Sewage Capacity Allocation dated March 22, 2021 for information;

AND THAT Council directs staff to call a Special Meeting prior to the end of April 2021, to further discuss the findings and implications noted within the report with the Development Community that currently have active applications and owns developable property within the Town of Shelburne.

CARRIED, W. Mills

3. Report P2021-07 from the Town Planner regarding Flato Shelburne One Meadows Inc., Flato Shelburne Two Meadows Inc., 794613 Ontario Limited - 500 Main Street West (Highway 89).

The Town Planner reviewed his report with Council.

A discussion ensued regarding application submissions and the confusion surrounding the occupant numbers for the proposed development, the need to further review the applications in depth and detail in order to consider a servicing strategy moving forward.

Motion # 6

Moved By Councillor Fegan

Seconded By Councillor Wegener

BE IT RESOLVED THAT Council receives report P2021-07 for information.

CARRIED, W. Mills

4. Request to raise the Sikh flag in recognition of Sikh Heritage Month during the month of April.

Motion # 7

Moved By Councillor Wegener

Seconded By Councillor Benotto

BE IT RESOLVED THAT Council authorizes the raising of the Sikh flag to recognize Sikh Heritage month for the period covering April 6th to April 20th, 2021.

CARRIED, W. Mills

5. Request for waiving of rental fees to utilize the Grace Tipling Hall from Streams Community Hub.

Motion # 8

Moved By Councillor Wegener

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council receives the request for waiving of rental fees from Streams Community Hub for information.

CARRIED, W. Mills

7. Councillor Motions (Notice of Motion)

Moved By Councillor Buffett

Seconded By Deputy Mayor Anderson

THAT Council directs staff to undertake a review of policies of other municipalities regarding a more effective management for servicing projects that ensure capacity allocations, once approved, follow the principle of "use it or lose it" regarding allocation.

For consideration at the April 12, 2021 Council meeting.

8. Communications

1. Minutes from the Centre Dufferin Recreation Complex Board of Management meeting held January 27, 2021.
2. Minutes from the Business Improvement Association meeting held March 2, 2021.
3. Nottawasaga Valley Conservation Authority Communications.
4. Letter from the Township of East Garafraxa regarding the National Suicide Prevention Hotline.
5. Letter from the Town of Mono regarding MTO Highway Traffic Act Set Fines.
6. Letter from the Minister of Municipal Affairs and Housing regarding 2021 COVID-19 Recovery Funding for Municipalities.

7. Letter from the Federation of Canadian Municipalities (FCM) regarding funding announcement of the Town's Municipal Asset Management Program.
8. Communications from various municipalities regarding the Ontario Fire College.
9. Letter from the Ontario Fire Marshall's Office regarding the Ontario Fire College Training Modernization.
10. Letter from the Township of South Glengarry regarding the Provincial Vaccine Rollout.
11. Letter from the Township of Brock regarding Cannabis Licensing and Enforcement.
12. Letter from the City of Sarnia regarding Colour Coded Capacity Limits.
13. Letter from the Lake of Bays to Premier Ford regarding restaurants in Stage 2.
14. Letter from Norfolk County regarding Carbon Tax.
15. Letter from Niagara Region regarding Schedule 6, Bill 197, COVID-19 Economic Recovery Act, 2020.
16. Letter from Niagara Region regarding Homelessness, Mental Health and Addiction in Niagara.
17. Letter from the Municipality of Tweed regarding Advocacy for Reform of Joint and Several Liability.
18. AMO Communications.

Motion # 9

Moved By Councillor Benotto

Seconded By Councillor Hall

THAT Council receives the items listed under Communications for information.

CARRIED, W. Mills

9. Closed Session

Motion # 10

Moved By Councillor Fegan

Seconded By Councillor Hall

BE IT RESOLVED THAT as per section 239 (2)(f) Council enters closed session to discuss information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;

CARRIED, W. Mills

Entered closed session at 8:46 pm.

Motion # 11

Moved By Councillor Benotto

Seconded By Councillor Hall

THAT Council rises from closed session to resume regular business.

CARRIED, W. Mills

Rose from closed session at 8:54 pm.

Motion # 12

Moved By Councillor Buffett

Seconded By Councillor Hall

THAT Council receives the letter from the Infrastructure Program Delivery Branch for information.

CARRIED, W. Mills

10. Confirming By-law

1. Confirming By-law #14-2021 - March 22, 2021.

Motion # 13

Moved By Councillor Hall

Seconded By Councillor Fegan

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #14-2021 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 March 22, 2021.

CARRIED, W. Mills

11. Adjourn

Motion # 14

Moved By Councillor Hall

Seconded By Councillor Wegener

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

CARRIED, W. Mills

Council meeting adjourned at 8:57 pm.

Mayor

Clerk



Corporation of the Town of Shelburne

Council Minutes

March 25, 2021
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 – entered the meeting at
7:17 pm
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

1. Call to Order

Council meeting called to order at 6:42 pm 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.

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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. Closed Session

Rose from closed session at 9:25 pm.

Motion # 1

Moved By Councillor Benotto

Seconded By Councillor Fegan

THAT Council enters closed session, as per section 239(2)(b) of the Municipal Act to discuss personal matters about identifiable individuals, including municipal or local board employees.

CARRIED, W. Mills

Entered closed session at 6:45 pm.

1) Diversity, Equity, and Inclusion Candidate Interviews.

Motion # 2

Moved By Councillor Buffett

Seconded By Councillor Hall

THAT we now rise from closed session to resume regular business.

CARRIED, W. Mills

Motion # 3

Moved By Councillor Benotto

Seconded By Councillor Buffett

BE IT RESOLVED THAT Council amends the Diversity, Equity, and Inclusion Committee Terms of Reference to provide for a total of 8 community members and 3 Council members;

AND THAT Council appoints the following community members to the Diversity, Equity, and Inclusion Committee for the remaining term of Council:

Alethia O'Hara-Stephenson

David Egbert

Harleen Toor

Jonathan Lemoine

Karen Lang

Marcia Murdock

Soha Soliman

Tonja McFarlane

AND THAT the following Council members will be appointed to the committee for the remaining term of Council:

Deputy Mayor Anderson

Councillor Fegan

Councillor Wegener

CARRIED, W. Mills

4. Confirming By-law

1. Confirming By-law #15-2021 - March 25, 2021.

Motion # 4

Moved By Councillor Benotto

Seconded By Councillor Fegan

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #15-2021 being a By-law to confirm certain proceedings of the Council of the Corporation of the Town of Shelburne for its special council meeting held March 25, 2021.

CARRIED, W. Mills

5. Adjourn

Motion # 5

Moved By Councillor Buffett

Seconded By Councillor Wegener

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

CARRIED, W. Mills

Council meeting adjourned at 9:28 pm.

Mayor

Clerk