



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

May 10, 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

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**1. Call to Order**

Council meeting called to order at 6:31 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.

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 April 26 and April 28, 2021 Council meetings.

**Motion # 1**

**Moved By** Councillor Wegener

**Seconded By** Councillor Hall

BE IT RESOLVED THAT the minutes from the Council meetings held April 26 and April 28, 2021 be approved as presented and circulated.

**CARRIED, W. Mills**

**4. Public Participation**

1. Public Question Period

No questions this evening.

Questions relating to agenda business can be submitted to the Clerk at [jwilloughby@shelburne.ca](mailto:jwilloughby@shelburne.ca) or 519-925-2600 Ext. 223 by 12:00 pm Monday May 10, 2021.

2. Presentations

To register as a presenter please contact the Clerk directly at [jwilloughby@shelburne.ca](mailto:jwilloughby@shelburne.ca) or 519-925-2600 Ext. 223.

1. Shelburne Farmers Market - Grant Application.

Representatives from the Farmer's Market reviewed their grant application request with Council members.

A discussion ensued regarding the request for additional road space on First Avenue, the need for additional space to follow Covid protocols, alternative locations such as the Town Hall parking lot, having additional PPE to offer attendees that may arrive without a face mask, following the direction of the Public Health unit, enforcement of Covid protocols, holding the market every 3<sup>rd</sup> Thursday commencing June 24.

**Motion # 2**

**Moved By** Councillor Buffett

**Seconded By** Councillor Benotto

THAT Council receives the presentation from the Shelburne Farmers Market representatives for information;

AND FURTHER THAT Council approves the funding request in the amount of \$2000 to be funded from the Community Grant budget.

**CARRIED, W. Mills**

2. Land Squared - Proposed Telecommunication Tower.

Representatives from Land Squared reviewed their presentation with Council.

A discussion ensued regarding health concerns relating to the communication tower and following Health Canada requirements, the carriers that the communication tower will be supporting, possible alternative locations, the height of the tower being visually impactful.

**Motion # 3**

**Moved By** Councillor Hall

**Seconded By** Councillor Wegener

THAT Council receives the presentation from Land Squared for information.

**CARRIED, W. Mills**

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

1. Report P2021-13 from the Town Planner regarding Request for Concurrence – Proposed Telecommunications Tower - 713 Industrial Road.

The Town Planner reviewed his report with Council.

A discussion ensued regarding the required permits needing to be obtained, construction timelines, the project running in conjunction with SWIFT, the visual impact of the tower on the threshold into the Town, possibly relocating the tower to the new water tower, the height and specific service area was not an option for the proponent, more appealing visual compositions of the tower, alternative locations for the tower.

**Motion # 4**

**Moved By** Mayor Mills

**Seconded By** Councillor Benotto

BE IT RESOLVED THAT Council receives report P2021-13 for information;

AND THAT the matter be deferred to the June 28<sup>th</sup> meeting of Council;

AND THAT Council directs staff to work with the proponent and to provide a report at the June 28<sup>th</sup> meeting outlining additional options for Council's consideration.

**CARRIED, W. Mills**

2. By-law #16-2021 is ready for Council's consideration being a by-law to amend Zoning By-law #38-2007, as amended, by rezoning the lands known municipally as 105 Mill Street from residential type 2 (R2) to residential type 2 exception 6 (R2-6).

The Town Planner reviewed the by-law with Council.

A discussion ensued regarding sewage allocation concerns, deferral of the bylaw until Council has considered the staff report forthcoming May 31<sup>st</sup>, timelines associated for further development of the property.

**Motion # 5**

**Moved By** Councillor Benotto

**Seconded By** Councillor Buffett

THAT the matter be deferred until the May 31<sup>st</sup> Council meeting until Council has had the opportunity to review the staff report regarding servicing and allocation.

**CARRIED, W. Mills**

3. Report CAO 2021-04 from the Chief Administrative Officer regarding Jack Downing Park Project Costs: Estimated 2021 Increases.

The CAO reviewed her report with Council.

A discussion ensued regarding fundraising to assist with the additional costs associated, timelines associated to fundraise to complete the project this year, deferral of the funding decision, the signage to be included within the park, size of the signage, costs associated, attracting visitors to the downtown core, heritage murals being provided in the downtown core by the heritage committee, installation of a COVID 19 memorial plaque, the budget for the project being over-budget and the cost impact associated in regards to other recreation projects, having a phased approach of the project, utilizing development charges to support recreation projects.

**Motion # 6**

**Moved By** Mayor Mills

**Seconded By** Councillor Benotto

BE IT RESOLVED THAT Council receives report CAO 2021-04 regarding Jack Downing Park Project Cost: Estimated 2021 Increases for information;

AND THAT the park project costs be increased from \$20,000 as approved in the 2021 budget to up to \$56,000;

AND THAT the additional project costs be funded from the parks and recreation levy reserve with the expectation that such funding can be replenished from community contributions;

AND FURTHER THAT the review of additional signage and lettering be reviewed by staff;

AND THAT sample renderings be provided for Council's review to access possible locations for placement.

**CARRIED, W. Mills**

Mayor Mills called a short recess at 8:52 pm.

Council reconvened at 9:08 pm

4. Report FS 2021-08 from the Director of Financial Services/Treasurer regarding 250 Robert Street – Water & Sewer Billing - Amendment.

The Treasurer reviewed her report with Council.

**Motion # 7**

**Moved By** Councillor Fegan

**Seconded By** Councillor Hall

BE IT RESOLVED THAT Council receives the staff report FS 2021-08 with respect to the water and sewer billing for 250 Robert Street.

**CARRIED, W. Mills**

5. Report LS 2021-08 from the Director of Financial Services/Clerk regarding Shelburne Fireworks By-law #23-2021.

The Clerk reviewed the report with Council in conjunction with the Shelburne & District Fire Department Fire Chief.

**Motion # 8**

**Moved By** Councillor Benotto

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT Council receives report LS2021-08 from the Clerk as presented and circulated;

AND THAT leave be given for the reading and enacting of By-law #23-2021, being a by-law to regulate the sale, use, and storage of fireworks within the Town of Shelburne.

**CARRIED, W. Mills**

6. By-law #24-2021 is ready for Council's consideration being a by-law to authorize alternative voting methods for the 2022 Municipal and School Board Elections.

**Motion # 9**

**Moved By** Councillor Benotto

**Seconded By** Councillor Wegener

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #24-2021 being a by-law to authorize voting by telephone and internet for the 2022 municipal and school board elections.

**CARRIED, W. Mills**

7. By-law #25-2021 is ready for Council's consideration being a by-law to amend by-law #8-1983, as amended, for installation of stop signs at Gordon Street and First Avenue West and to reduce the speed limit to 40 km/h.

**Motion # 10**

**Moved By** Councillor Buffett

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #25-2021 being a by-law to amend by-law #8-1983, as amended.

**CARRIED, W. Mills**

8. Notice of Motion Presented by Deputy Mayor Anderson.

**Motion # 11**

**Moved By** Deputy Mayor Anderson

**Seconded By** Councillor Benotto

BE IT RESOLVED THAT Council directs staff to proceed with sourcing a custom display case to have items from SPS inclusive of uniforms, pictures, and written history to be affixed at Shelburne Town Hall;

AND THAT staff provide to Council the custom display options for final approval.

**CARRIED, W. Mills**

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

**8. Communications**

1. Minutes from the Shelburne Public Library Board Meeting held March 16, 2021.
2. Shelburne and District Fire Department 2020 Annual Report.  
Councillor Benotto spoke to the annual report, growth, and service delivery.
3. Resolution from Grand Valley Council regarding the Police Services Board model.



4. Letter from the Town of Mono regarding Police Service Board Detachments.
5. Letter from Town of Mono - Ministry of Environment, Conservation and Parks Issues Clean-up Order Pending.
6. Headwaters Health Care Centre Public Message Urgent Help Provided to Support COVID burden.
7. Letter from Bousfields Inc. regarding sewage capacity allocation for Di Poce Management Limited Partnership.
8. Letter from Bousfields Inc. regarding municipal servicing request.
9. Letter from the Town of Amherstburg regarding Planning Act Timelines.
10. Letter from the Ministry of Finance regarding Property Tax Refund Applications related to Business Shutdowns.

A discussion ensued regarding having not received any applications as of yet, geared mainly towards larger urban centres, if an application is received – staff will not be processing it.

11. Nottawasaga Valley Conservation Authority Meeting Highlights April 23, 2021.
12. Bereavement Authority of Ontario - Government covers funeral-transfer costs of COVID-19 hospital patients transferred for ICU care in a location outside of their home community.
13. AMO Communications.

**Motion # 12**

**Moved By** Councillor Benotto

**Seconded By** Councillor Buffett

THAT Council receives the items listed under Communications for information.

**CARRIED, W. Mills**

**9. Closed Session – not required**

**10. Confirming By-law**

1. Confirming By-law #26-2021 - May 10, 2021.

**Motion # 13**

**Moved By** Councillor Hall

**Seconded By** Councillor Wegener

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #26-2021 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 May 10, 2021.

**CARRIED, W. Mills**

**11. Adjourn**

**Motion # 14**

**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 9:16 pm.

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Mayor

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Clerk