



## Council Inquiries 2023

Date Requested	Subject for action	Council Member	Requested / Anticipated	Comments	Status	Completed Date
12-Dec-22	When is the Service Delivery Review coming back to Council?	Fegan		Denyse replied that the Operations review will be coming in January and that recommendations will be referenced in the 2023 budget. Report came to Council on January 9, 2023.	completed	1/9/2023
12-Dec-22	What is the status of Staff clearing accessible parking spots on Town roads?	Fegan		Denyse and Jim replied that Staff have already been clearing the snow from accessible parking spots after last winter's conversations and will continue to monitor. Council commented on January 9, 2023 that clearing was being done well.	completed	N/A
12-Dec-22	When is a report on Bill 23 coming to Council	Wegener	1/23/2023	Denyse replied that a report would be coming in January with a high level review - development charges impact, affects studies, parkland dedications and other key issues. Steve Wever from planning will be looking at it too.	Completed	23-Jan-23
9-Jan-23	Residents shoveling snow back onto sidewalks after plow has been through and not clearing of fire hydrants - can we fine residents for this	Benotto		Jim replied that Staff can do more education on website and social media. Jennifer mentioned currently no enforcement option, will communicate with fire department to see if they have an enforcement option	completed	N/A
9-Jan-23	Cross walk at Robert St and Fourth Ave - is there anything that can be done to facilitate safer crossing - outside of school hours - can we look at something similar to what is outside of Town Hall	Wegener		Jim responded that we would have to get ahold of consulting engineers to get updated numbers, prices are up about 30%, would have to coordinate with MTO as in their corridor/MTO reviewing	ongoing	
9-Jan-23	Lighting Situation in houses where residents are installing lights into soffit that light other residents properties	Benotto		Denyse replied that Steve Wever is looking at it as it has to be embedded in the development process, it's on Staff's list to consult about, will be included in updated By-laws. It's fairly robust, triggers by-law implications, requires education and development awareness	ongoing	
23-Jan-23	Request time away from Fire Board Concerns being voiced about Shelburne Minor Baseball and the Out of Town Fees - what are the issues and how are Staff responding	Benotto		Deputy Mayor Hall volunteered to replace Councillor Benotto on the Fire Board Denyse and Carey replied that information had been sent to the organizer. He will be coming to do a deputation to Council on March 27, 2023, Email will be sent to Council in future	Completed	13-Feb-23
23-Jan-23		Hall			completed	27-Mar
23-Jan-23	Concern for elderly residents on Simon St. getting to new shopping plaza, can there be additional stops in the area	Benotto		Staff cannot put bus stops on unassumed roads, weekend transit report coming in future to Council. Report came on march 13, 2023	Completed	13-Mar-23
13-Feb-23	Coverage in News about Shelburne District Fire Board - HR Issue and Board is taking allegations seriously.	Hall		More information will be provided as available	ongoing	
27-Feb-23	Question as to when the new community members would be chosen for committees	Wegener		Some appointments have been completed but interviews are needed, due to resignations opened back up and 2nd by-law brought to Council	completed	6/26/2023
27-Mar-23	Walkway and trails needed from Greenwood Park to Commercial area at 123 and 89	Benotto		Future parks and recreation blocks and the master plan will help develop this/Centerville Development pedestrian bridge construction with the development.	ongoing	
3-Apr-23	Snow melting so when will streets and sidewalks start to be cleaned	Benotto		RFP for street sweeping is out, plan is to start mid month for street sweeping	completed	6/9/2023
24-Apr-23	what is the projected completion date for Sandhill Court? Robert St numerous complaints can it get fixed as well	Wegener/Benotto		contractor was met with and site meeting was held and mobilization has started. Plan is to be finished soon	completed	7/26/2023

24-Apr-23	When will the public washrooms open, more garbage cans put around town, picnic tables out at park	Wegener		Washrooms usually wait a little longer so the water doesn't freeze in pipes, all will happen shortly Work is continuing, plan is to have it open by late June	completed	
24-Apr-23	Splash pad has fence around it will it be open in time for summer	Wegener		smell is more intense every spring as ponds are surge ponds, spring thaw and rain doesn't help, OCWA bringing back through treatment and will get done as quick as can	completed	7/5/2023
24-Apr-23	Sewage Treatment plant and increase in smell	Mills		will be looked at with Parks Master Plan and Fiddle park Plan. Drainage comes across city rd. 11 with no culverts, will be looked at. Parks Master Plan adopted Sept 25 2023	ongoing	
24-Apr-23	Fiddle park laneway and water flooding through area all the time when wet	Sample		Jim responded that Staff would monitor and if necessary would put up netting but do not feel it is necessary at this time.	completed	5/8/2023
8-May-23	Question as to whether or not netting would be put up by soccer fields and splash pads to prevent balls going into the sewage pond.	Sample		By-law can attend as necessary Work is still being done, features need to be placed in concrete, Staff will confirm the surfacing that is purchased	completed	5/29/2023
29-May-23	Smoking for Pickin in the Park can it be allowed in designated areas such as campsites	Benotto		Jim responded that as close to the spot that Staff can get a tree will be replaced	completed	Jul-23
29-May-23	Is the Splash pad near completion and what is the surface that is going to be at the splash pad	Benotto		Denyse requested that complaints come through residents to Town Staff so that By-law can address	completed	5/29/2023
29-May-23	Trees that are cut down along the boulevards are they being replaced Eg. Along Greenwood	Benotto		Jim indicated that street sweeping was going to happen a second time in a week or so. Street sweeping was completed a second time	completed	6/9/2023
29-May-23	Large trailers and work vehicles parking on roads and creating parking issues as they take up 2-3 parking spots	Benotto		Denyse indicated that the Town Project Page has all the major projects including the Splash Pad including all requested details. Splash Pad Grand Opening is scheduled for July 29, 2023	completed	7/29/2023
29-May-23	Are Street sweepers coming again as not satisfied with work done so far	Sample		Mayor Wills replied that a report is still coming in regard to other alternatives for bike lanes, Denyse replied might be July, might get information on June 26 as part of Parks and Recreation Master Plan. Parks Master Plan adopted Sept. 25 2023	ongoing	
12-Jun-23	Bike Lanes - when will painting start on the bike lane	Benotto	7/1/2023	Jennifer replied that an email request had been sent but haven't received response from school board, will follow up again. School board came to July 24, 2023 Council meeting	completed	7/24/2023
12-Jun-23	Has the UGDSB been invited to a Council Meeting as per request at last meeting	Benotto		Deputy Mayor Hall responded committee had met and report will be coming to next Council meeting. New by-law appointing new members came to the June 26, 2023 Council meeting	completed	6/26/2023
12-Jun-23	Committee members being appointed to the EDC, wondering about news on the library board?	Wegener		Denyse replied that according to the agreement there is no service on statutory holidays	completed	6/26/2023
26-Jun-23	Question as to whether it is possible for Canada Day bus service on weekend schedule to take people to fiddle park	Wegner		Ongoing matter for by-law enforcement	completed	6/26/2023
26-Jun-23	Property just north of Stella Jones and East of Highland Village, can it get cleaned up	Fegan				
26-Jun-23	There is new fencing at the ball diamonds and there needs to be some sort of way for individuals to get around the fence to access the balls that go over	Sample				
10-Jul-23	641 Canfield was allotted a back entrance for an apartment and wants to know why he is no longer allowed to continue	Benotto		Steve W. indicated a building department issue and he will follow up. Jennifer provided email update	completed	7/24/2023
10-Jul-23	541 Fiddle Park Lane vehicles parked on both sides of the road, bylaw and traffic issue	Benotto		By-law complaints need to be forwarded to by-law at time of issue.	completed	7/10/2023
10-Jul-23	2 large dogs in splash pad on weekend	Benotto		Denyse responded that it would be helpful to get specific details so Staff can follow up. Mayor Mills indicated wife and son saw no dogs at splash pad while they visited	completed	7/10/2023

10-Jul-23	number 1 pick up point for grey transit outside of Office would benefit from a bench	Guchardi	Denyse responded we would narrow it down and look at what is available	completed	7/14/2023
24-Jul-23	Sidewalk at high school - the curb is not cut so cannot access with a stroller, was going to be fixed before the new year	Sample	Jim responded that it is being looked into with a contractor, it is a step level with the curb, have to match the sidewalks	completed	10/20/2023
24-Jul-23	Staff provide an update on Brigands Field	Mills	Jim responded issue with field that it has been very wet and has been closed down and fenced off, irrigation had issue that has been repaired. Field was reopened July 25	completed	7/25/2023
28-Aug-23	Parking spots on Greenwood St. are now creating a dangerous situation on the street itself, need to put dividing line on road	Benotto	Centerline painting when Main and Owen Sound are painted in spring 2024	ongoing	
28-Aug-23	Franklin St. property behind housing has tall grasses and creatures and neighbours are concerned, needs to be cut more often	Benotto	Jim responded the this is town property and will be cut a couple times a year	completed	8/28/2023
28-Aug-23	Would like to see councillors get a copy of municipal world magazine	Benotto	Denyse responded that subscriptions have been purchased for Council.	completed	8/28/2023
28-Aug-23	Backyard house parties have happened multiple times at one particular property and nothing has been done with complaints	Guchardi	Jennifer responded that some complaints have been received, residents can reach out to OPP directly, Staff does not have authority to shut them down	completed	8/28/2023
28-Aug-23	Parking situation on Jane St, ongoing issue	Guchardi	Owner provided insurance and signed agreement with the Town spring 2023	complete	3/31/2023
25-Sep-23	Parks and Recreation Committee would like to return to in person meetings	Sample	Jennifer responded that it would require a resolution from the committee to request permission from Council to have in person meetings	completed	9/25/2023
16-Oct-23	Greenwood Village lane - issue with sight line between Robert St and Olde Village lane difficult to see traffic coming as a tree on Greenwood in the way	Benotto	Sightline checked Oct 17, 2023 and no obstructions/Council emailed.	completed	11/17/2024
16-Oct-23	Request for more disabled parking in downtown core, looking for one, if not more on east side of stop lights going towards Victoria and William	Benotto	A review of parking planned for the spring of 2024	ongoing	
16-Oct-23	line painting on Greenwood St for bicycle lanes, narrow the street down will slow traffic down and give more opportunity to bicycles, paint a line to separate where bicycles go	Benotto	Same as Aug 28, 2023 inquiry/Centerline painting when Main and OwenSound are painted in spring 2024	ongoing	
16-Oct-23	request for stop sign at Park and Robert St - 3 way stop sign there as blind person lives in area	Benotto	Reviewed Oct 17, 2023 with the Stop Sign Policy and did not meet criteria.	completed	11/17/2023
16-Oct-23	The stove at Fiddle Park and the hot plate are deteriorated and beat up, needs new stove and bbqs for rental, kitchen needs work	Sample	Stove and hot plate stripped and refurbished in Fall 2023	completed	10/30/2023
13-Nov-23	O'Reilly house damaged after fire taking a long time for cleanup, concerns for dumping and safety	Wegener	Property cleanup completed Fall 2023	completed	11/13/2023
13-Nov-23	Beasley Drain between greenwood and Main (behind Petro Canada) has lots of garbage and fallen trees in the drain, is it going to be cleaned up, is fencing possible to keep more from going back in	Benotto	Staff has completed a spring garbage cleanup.	completed	3/11/2024
27-Nov-23	Accessible parking spot at TD bank is being used by those without permit and so parking is not available	Sample	The parking spot is being monitored and tickets are being issued	completed	11/27/2023
27-Nov-23	crosswalk at Park and Robert, can we reevaluate putting a crossing guard at this location	Sample	School Crossing Signs and post installed in February.	completed	2/26/2024
27-Nov-23	unassumed roads in town can we ticket?	Sample	Unassumed roads can have tickets issued on them as Town maintains roads	completed	11/27/2023
11-Dec-23	Update on well 3 and it's revitalization	Fegan	It is progressing intended completion is first quarter 2024	ongoing	
11-Dec-23	fencing blocking trails at well 3 area, when will trail be opened	Benotto	Still active construction site, it is a seasonal trail, will be expected to be open again in Spring	ongoing	
11-Dec-23	Streets in Fieldgate subdivision, have we assumed them, when are street signs going up	Benotto	Street Signs installed Fall of 2023, South end Streets start maintenance Oct 2023/North section still unassumed	complete	3/22/2024





## Council Direction 2023-2026

Revised Date 8-Mar-24

Meeting	Subject for action	Assigned Department	Requested / Anticipated	Comments	Status
26-Jan-23	Staff to circulate copy of Report CAO2023-04 to the Premier Ford, Deputy Premier and MPP Sylvia Jones, Minister of Municipal Affairs and Housing, Steve Clark, Minister of Finance, Peter Bethlenfalvy, Dufferin County and lower tier municipalities within Dufferin County.	Clerks			Completed
27-Feb-23	Staff to issue an invite to representatives of Dufferin Ontario Provincial Police Detachment to attend at our next regular Council meeting March 13, 2023 to provide some comment with respect to the ongoing demonstrations	Clerks	3/13/2023	Invitation was sent. Dufferin OPP attended on March 27, 2023	Completed
27-Feb-23	Staff to provide a copy of Report P2023-03 to the County of Dufferin as a summary of the Town's comments regarding the County of Dufferin Municipal Comprehensive Review (MCR) proposed draft Phase 2 Official Plan Amendment mapping including the Settlement Area boundary and Employment Areas for the Town of Shelburne	Planning			Completed
13-Mar-23	Council request to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath of office: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples	Clerks		Clerk's office sent out the copy of the resolution	Completed
27-Mar-23	Council requests that a copy of motion pertaining to Homelessness be sent to the Minister of Municipal Affairs and Housing, the Minister of Children, Community and Social Services; the Minister of Health; and to the Association of Municipalities of Ontario	Clerks		Clerk's office sent out the copy of the resolution	Completed
3-Apr-23	Council directs staff, Planning and Engineering consultants to return to the May 8, 2023 meeting of Council with a report detailing options for the assignment of the extra capacity for Council's consideration.	Planning and Engineering	8-May-23	The Planning and Engineering Staff brought the report back to Council on May 8, 2023	Completed
3-Apr-23	Council directs that the motion regarding updating municipal Codes of Conduct for workplace safety and harassment be circulated to all Dufferin municipalities, all municipalities in Ontario, MPP Sylvia Jones, the Province of Ontario and the Association of Municipalities of Ontario.	Clerks		Clerk's office sent out the copy of the resolution	Completed
24-Apr-23	Council requests that the Economic Development Officer bring back a further report to Council and appointment recommendations in May 2023	Economic Development	5/29/2023	Economic Development Officer brought the report June 12, 2023	Completed
8-May-23	Council requests the organizers of Pickin' in the Park ensure that guests properly dispose of cigarette butts	Clerks		Clerk's office sent out the copy of the resolution	Completed
29-May-23	Council directs the Town Planner to submit comments to the Province in response to the ERO posting 019-6813 summarizing the Town's concerns regarding the potential impacts of the proposed policy changes that would permit rural residential development and agricultural lot severances as it relates to current and future truck transportation routes, land use compatibility with existing and future industrial operations, and increased demands for community services and infrastructure within Shelburne as an urban service centre in Dufferin County.	Planning		The planner submitted the comments to the Province.	Completed

Meeting	Subject for action	Assigned Department	Requested / Anticipated	Comments	Status
11-Sep-23	BE IT RESOLVED THAT Council direct Staff to reach out to the property owner of Fresh Variety one last time requesting that they become compliant with the accommodations of October 18, 2021 within one week. Failure to do so will result in the following: BE IT THEN RESOLVED THAT Council direct Staff to rescind all accommodations of Oct 18, 2021 and request the removal of all items on town property forthwith; AND THAT Staff be directed to remove any encroaching items that are located on town property should the property owner remain non-compliant; AND THAT Staff also be directed to speak with the OPP to possibly have the property owner charged with mischief under the criminal code of Canada Section 430 for the removal of the no parking signs should the property owner remain non-compliant.	Clerks		Resolution Passed September 25, 2023	Completed
16-Oct-23	BE IT RESOLVED THAT the resolution request from the Parks and Recreation Task Force be received as information; AND THAT Staff be directed to work with Our Hills of Headwater Collaborative Working Group – Ontario Health Team to determine the location and installation of a Wind Phone.	Development & Operations		The wind phone was installed in Fiddle Park near the community garden on Nov. 14/23. Phone suffered damage and was repaired, second round of damages in December 2023 and phone has been removed. Another location will be considered in the future.	Completed
10-Jul-23	BE IT RESOLVED THAT Council asks Staff to add the cost of two camera for speed and traffic control in community safety and school zones and would the costing be included as part of the traffic calming study report that is coming to Council for our consideration.	CAO	Nov. 27 2023	Noted in budget framework report, Traffic calming report to Council on December 11 report moved to January 8, 2024, Report to Council on Jan. 8 2024	Completed
9-Jan-23	Report on Food Bank and how the Food Bank can fit into the Town's Budget process as it is an essential service	CAO	Q3 2023	Denyse indicated it would be around Q3 in 2023; To date staff have completed initial review including consultations with other municipalities and the grants/access to food for food banks that is provided via regional alliances as well as Feed Ontario.	Underway and will be late Q2 2024
26-Jan-23	Staff to contact provincial representatives in an effort to work towards a collaborative approach and investigate potential opportunities to advance the WPCP project in partnership with the Province including a financial strategy and proposed timeline so that planned housing projects can proceed contributing to achieving the Province's goal of 1.5 million new homes by 2031, and report back to Council in August 2023		8/28/2023	3rd Inquiry No Provincial Response	Underway
13-Mar-23	Staff to research and report back to Council on ways to enhance signage on existing routes and identify areas where cycling routes could be expanded.	Development & Operations		Included in Parks Master Plan	Complete
13-Mar-23	Staff to look into the feasibility and costs associated with adding an additional 8 accessible parking spaces within the downtown core with the locations to close to as follows: 2 spaces in front of Caravaggio's, 1 additional space in front of town hall, 1 additional space in front of the TD bank, 1 additional space in front of the Royal bank, 1 space on William St. opposite the Duffy, 1 space in front of the Topsy Fox, 1 space in front of The Cannabis Stop	Development & Operations		Report Back in Q2 before Line Painting	
30-Oct-23	BE IT RESOLVED THAT Council directs Staff to engage with the Townships of Murmur, Melancthon, and Amaranth and Sylvia Jones, MPP regarding reducing the speed limit on Highway 89/10; AND THAT the joint municipalities ask MTO to put in a slower speed limit on Highway 89/10 between the Mulmur/Melancthon Townline and the current 50 kilometer per hour zone entering the Town of Shelburne slowing traffic down from 80 kilometers per hour before it comes to the 50 kilometers per hour.	CAO		Report to Council on Jan. 9 2024 to request these reductions and by-law passed Jan 9 2024. Staff have had meetings with MTO. However, response from MTO has not yet been provided as of March 31, 2024.	Completed.