



Corporation of the Town of Shelburne
Council Minutes

October 7, 2024
6:30 pm
Council Chambers
203 Main St. E, Shelburne

Members in
attendance:

Mayor Wade Mills

Councillor Walter Benotto
Councillor Kyle Fegan
Councillor Len Guchardi
Councillor Dan Sample
Councillor Lindsay Wegener

Members Absent

Deputy Mayor Shane Hall

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/Committee Coordinator
Steve Wever, Town Planner

1. Call to Order

Council meeting called to order at 6:30pm 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.

2. Disclosure of Pecuniary Interest and General Nature Thereof

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

No Disclosures

3. Adoption of Minutes

1. Minutes from the September 23, 2024 Regular Council meeting and the September 23, 2024 Committee of Adjustment Meeting

Motion # 1

Moved By Councillor Sample

Seconded By Councillor Guchardi

BE IT RESOLVED THAT the minutes from the Regular Council meeting held September 23, 2024 and the Committee of Adjustment meeting held September 23, 2024 be approved as presented and circulated.

CARRIED, W. Mills

4. Public Participation

1. Public Question Period

No Questions.

2. Presentations

1. Proclamation - Local Government Week October 20-26, 2024

Whereas the week of October 20-26, 2024, has been designated as Local Government Week in Ontario, creating an opportunity to reflect on and recognize the essential services delivered by municipal governments; and

Whereas this week celebrates the significant impact of these services on the daily lives of residents across Ontario; and

Whereas municipal governments are instrumental in shaping the identity, priorities, infrastructure, and overall well-being of communities throughout Ontario;

Now Therefore, I, Mayor Wade Mills, on behalf of Council, do hereby proclaim October 20-26 to be 'Local Government Week' in the Town of Shelburne.

3. Deputations on Agenda Items

5. Council Inquiries

Council directed inquires to and received responses from Staff.

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 FS-2024-08 from the Director of Financial Services/Treasurer regarding September 30, 2024 Financial Report

The Director of Financial Services reviewed her report with Council.

Motion # 2

Moved By Councillor Fegan

Seconded By Councillor Benotto

BE IT RESOLVED THAT Council of the Town of Shelburne receives the staff report FS 2024-08 with respect to the September 30, 2024 Financial Report;

AND THAT Council authorizes the Treasurer to transfer to and from reserves, as necessary at year end, to close finished projects and set aside unspent funds collected from taxation to complete unfinished 2024 projects in 2025.

CARRIED, W. Mills

2. Report FS 2024-09 from the Director of Financial Services/Treasurer regarding Natasha Paterson Memorial Park

The Director of Financial Services reviewed her report with Council.

Motion # 3

Moved By Councillor Benotto

Seconded By Councillor Sample

BE IT RESOLVED THAT Council of the Town of Shelburne receives the staff report FS 2024-09 with respect to Natasha Paterson Memorial Park;

AND THAT Council authorizes the Treasurer to transfer the additional funds required to complete the project from the Development Charges reserve.

CARRIED, W. Mills

3. Report LS 2024-06 from the Director of Legislative Services/Clerk regarding Administrative Monetary Penalty System (AMPS) and Automating Parking Tickets

The Director of Legislative Services reviewed her report with Council and answered questions of Council.

Motion # 4

Moved By Councillor Fegan

Seconded By Councillor Guchardi

BE IT RESOLVED THAT Council receives report LS2024-06 for information;

AND THAT Council authorizes single and sole sourcing AMPS software including automated parking ticket equipment to Gtechna in the amount of \$59,531.65 to be funded from the Emergency Accommodation Reserve.

CARRIED, W. Mills

4. Report FS 2024-10 from the Director of Financial Services/Treasurer regarding 2025 Budget Framework

The Director of Financial Services reviewed her report with Council and answered questions of Council.

Motion # 5

Moved By Councillor Benotto

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council of the Town of Shelburne receives the staff report FS 2024-08 with respect to 2025 Budget Framework for information;

AND FURTHER THAT Council directs staff regarding the Draft 2025 Operating Budget to:

1. Prepare a Draft 2025 Operating to include an overall tax rate increase not to exceed 5%.
2. Include the following positions three (3) new positions of Full Time By-Law Enforcement Officer, By-Law Administrative Assistant and a Garden Maintenance and Landscaper position; prorated as to start dates identified.
3. Include Automated Speed Enforcement (ASE) based on a revenue neutral structure for 2025.
4. Allocate a portion (if necessary) of the estimated savings recognized from the 2025 OPP contract costs to maintain a maximum of 5% tax rate in 2025 and

allocate the balance of the estimated OPP contract savings to an unrestricted reserve.

CARRIED, W. Mills

5. Request from Steve McNeil for use of Fiddle Park outside of formal park hours and for insurance to be waived

A discussion ensued regarding waiving of insurance, the liability and risk associated and allowing park use beyond hours noted in the Parks Use Bylaw.

Motion # 6

Moved By Mayor Mills

Seconded By Councillor Guchardi

BE IT RESOLVED THAT the request from Steve McNeil for use of Fiddle Park outside of formal park hours and for insurance to be waived be received as information;

AND THAT Council authorizes park use beyond normal hours.

CARRIED, W. Mills

6. Proposed 2025 Council Schedule

A discussion ensued regarding virtual versus in-person attendance and the opportunity to provide a hybrid option.

7. Councillor Guchardi - Notice of Motion from September 23, 2024

A discussion ensued regarding sponsorship and consideration of the request during 2025 budget discussions.

Motion # 7

Moved By Councillor Guchardi

Seconded By Councillor Wegener

Whereas, the Shephard's Cupboard Food Bank (AKA The Shelburne Food Bank) provides a vital service to individuals and families from all walks of life who are experiencing ever growing food insecurities within our community;

And Whereas, 72% of the clients of the Shelburne Food Bank reside in the Town of Shelburne;

And Whereas, in an effort to facilitate the recovery of food donations and deliveries, the Shelburne Food Bank has embarked upon a campaign to secure sponsors to acquire a reliable electric vehicle to assist in this regard;

And Whereas, the above-mentioned campaign provides for a sponsorship opportunity for the Town of Shelburne;

Therefore, Be It Resolved that the Town of Shelburne shall include sponsorship, in the draft 2025 budget for discussion, to the Shelburne Food Bank in the amount of \$10,000.00 (ten thousand dollars) to assist with the acquisition of the aforementioned electric vehicle;

And Further, this funding should be implemented from within the 2025 fiscal year, and funding provided shall not be taken from, or considered as any part of the grant application process.

For (6): Mayor Mills, Councillor Benotto, Councillor Fegan, Councillor Guchardi, Councillor Sample, and Councillor Wegener

CARRIED (6 to 0)

7. Councillor Motions (Notice of Motion)

8. Communications

1. 2025 Budget Schedule
2. Correspondence from Dufferin County regarding Physician Shortages

3. Correspondence from Dufferin County regarding Child Care Spaces in Ontario
4. Correspondence from the Township of Melancthon - Food Bank Challenge
5. Correspondence from the Municipality of Tweed regarding Canada Community Building Funds

Motion # 8

Moved By Councillor Benotto

Seconded By Councillor Fegan

THAT Council of the Town of Shelburne supports the resolution from the Municipality of Tweed regarding the Canada Community Building Fund.

CARRIED, W. Mills

6. Correspondence from the Regional Municipality of Waterloo regarding Solve the Crisis

Motion # 9

Moved By Councillor Benotto

Seconded By Councillor Guchardi

THAT Council of the Town of Shelburne supports the resolution from the Region of Waterloo regarding the homelessness, mental health and addictions crisis.

CARRIED, W. Mills

7. Correspondence from Pickin in the Park

Moved By Councillor Guchardi

Seconded By Councillor Wegener

THAT staff be directed to refund the organizers their \$40,000 donation.

For (3): Mayor Mills, Councillor Guchardi, and Councillor Wegener

Against (3): Councillor Benotto, Councillor Fegan, and Councillor Sample

LOST (3 to 3)

8. Correspondence from Haunt in the Park

A discussion ensued regarding possible locations for the 2025 event, there is no opportunity to host the event within the pavilion at Fiddle Park however the remaining 8 acres on the east side of the park can accommodate the event in 2025. Further discussion will continue with the event organizers.

9. Correspondence from the Nottawasaga Valley Conservation Authority - 2025 Draft Budget

Motion # 10

Moved By Councillor Guchardi
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 # 42-2024 - October 7, 2024

Motion # 11

Moved By Councillor Sample
Seconded By Councillor Wegener

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law 42-2024 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 October 7, 2024

CARRIED, W. Mills

11. Adjourn

Motion # 12

Moved By Councillor Benotto

Seconded By Councillor Sample

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

CARRIED, W. Mills

Council meeting adjourned at 7:58pm.

Mayor

Clerk