



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

November 24, 2025  
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

Others Present:

Maryon English, Deputy Treasurer

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**1. Call to Order**

Council meeting called to order at 6:30 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.

## **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 November 10, 2025 Council meeting and the December 9, 2024 and November 10, 2025 Committee of Adjustment meetings

### **Motion # 2025-187**

**Moved By** Councillor Wegener

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT the minutes from the Regular Council meeting held November 10, 2025 and the Committee of Adjustment meetings held December 9, 2024 and November 10, 2025 be approved as presented and circulated.

**CARRIED, W. Mills**

## **4. Public Participation**

1. Public Question Period

Junior Brown, Martin Maradiaga of 972 O'Reilly, and Michael Knight of 861 O'Reilly questioned Council about the possibility of a meeting with the Mayor and MPP Sylvia Jones to discuss a community centre and hospital.

2. Presentations

1. Presentation - Headwaters Health Care Centre - Kim Delahunt

Kim Delahunt of Headwaters Health Care Centre presented the presentation to Council.

**Moved By** Councillor Sample

**Seconded By** Councillor Guchardi

BE IT RESOLVED THAT the presentation by Kim Delahunt of Headwaters Health Care Centre be received as information.

**CARRIED, W. Mills**

2. Proclamation - Giving Tuesday

WHEREAS GivingTuesday is a national day of generosity taking place on Tuesday, December 2, 2025;

WHEREAS GivingTuesday encourages residents to give as much as they can, in whatever way that they can, to benefit our community;

WHEREAS giving can take many forms, including making a donation, volunteering your time, giving food or other necessities, and helping your neighbours;

WHEREAS local charities and non-profits need our support to meet the increased needs and demand for services;

WHEREAS the people of Shelburne have always joined together to serve the community and make a positive impact;

NOW, THEREFORE, I, Mayor Wade Mills, on behalf of Council, do hereby proclaim December 2nd to be GivingTuesday in the Town of Shelburne and encourage all residents to "Give Where You Live" this holiday season.

3. Deputations on Agenda Items

**5. Council Inquiries**

Council directed inquiries 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. 2026 Public Budget Meeting

1. 2026 Public Budget Presentation

The Director of Financial Services/Treasurer presented the 2026 Budget to Council and the public.

2. Public Questions for the 2026 Budget

Cynthia Shaw of 701 Cedar Street questioned Council about increases in expenses compared to 2025.

Debbie Beeton of 228 2nd Ave. W. questioned Council about increasing the budget by 5% year over year.

Junior Brown of questioned Council about collaborating and partnerships for the Town.

Alan Selby of 340 Longbow Way thanked Council for keeping the increase low this year.

Ann Norris of 691 Hammond St. thanked Council and Staff for taking the time and explaining the budget.

3. By-law 51-2025 is ready for Council's consideration being a by-law for the Adoption of the 2026 Budget

**Motion # 2025-188**

**Moved By** Councillor Benotto

**Seconded By** Councillor Guchardi

BE IT RESOLVED THAT By-law 51-2025 being a by-law to adopt the estimates for the sums required during the year 2026 for general and water/sewer purposes of the Corporation of the Town of Shelburne be approved.

**CARRIED, W. Mills**

2. Report LS2025-13 from the Director of Legislative Services/Clerk regarding Procedural Bylaw Updates

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

**Motion # 2025-189**

**Moved By** Councillor Sample

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT Council defers report LS2025-13 to the December 8, 2025 Regular Council Meeting.

**CARRIED, W. Mills**

3. Report LS2025-14 from the Director of Legislative Services/Clerk regarding Automated Speed Enforcement (ASE) Update

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

**Motion # 2025-190**

**Moved By** Councillor Sample

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT Council receives Report LS2025-14 - Automated Speed Enforcement (ASE) Update for information;

AND THAT the cost for the new PXO Crossing at Gordon Street and Main Street of \$57,703.08 plus HST be funded from ASE program revenues;

AND THAT the remainder of the Town's portion of recognized revenue collected from ASE, be placed in a reserve at year end until such time as a collective financial report in conjunction with staff recommendations can be

presented to Council on utilization of the funds in accordance with legislation.

**CARRIED, W. Mills**

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

**8. Communications**

1. Correspondence from the Shelburne Public Library Board - Amended Budget 2026
2. Correspondence from the Township of Mulmur regarding Strada Aggregates Inc. Application to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon (ERO #:025-1005)
3. Correspondence from Resident Junior Brown regarding Questions and Requests for Shelburne Town Council
4. Correspondence from Hemson Consulting Ld. regarding Recent Changes to Development Charge Matters
5. Correspondence from the Ontario Provincial Police regarding 2024 Annual Report: A Digital Look at a Year of Service
  - Traffic Enforcement and Initiatives attached
  - For full report visit <https://www.opp.ca/ar2024/>
6. Association of Municipalities of Ontario - Policy Updates
  - 2025 Federal Budget Focuses on Infrastructure and Responding to Ongoing Trade Uncertainty
  - Fall Economic Statement
  - Special Economic Zones Advocacy, CWELCC Program Extended, Pothole Prevention and Repair Program, New Road Safety Initiatives Fund

**Moved By** Councillor Fegan

**Seconded By** Councillor Benotto

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 #52-2025 - November 24, 2025

**Motion # 2025-191**

**Moved By** Councillor Sample

**Seconded By** Councillor Wegener

BE IT RESOLVED THAT By-law 52-2025 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 November 24, 2025 be approved.

**CARRIED, W. Mills**

**11. Adjourn**

**Motion # 2025-192**

**Moved By** Councillor Fegan

**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 9:20 pm.

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Mayor

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Clerk

