



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

February 14, 2022  
6:30 pm  
Electronic Participation  
203 Main St. E, Shelburne

Members in attendance: Mayor Wade Mills  
Deputy Mayor Steve Anderson – joined the meeting at 6:54pm  
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 6:32 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**

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 Committee of Adjustment and Regular Council meeting held January 24, 2022.

### **Motion # 1**

**Moved By** Councillor Benotto

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT the minutes from the Committee of Adjustment and Regular Council meeting held January 24, 2022, 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](mailto:jwilloughby@shelburne.ca) or 519-925-2600 Ext. 223 by 12:00 pm Monday February 14, 2022.

No Questions.

## 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. Proclamation - Congenital Heart Defect Awareness Day (Tyson Kottelenberg and Penny Clarkson will be in attendance).

Whereas 1 in 70 newborns in Ontario are born with a type of congenital heart defect (CHD), making it the number one birth defect and cause of death from a birth defect;

And Whereas there are 35 known types of congenital heart defects. Many babies will undergo unimaginable interventions in the first few hours of their lives due to CHD;

Now Therefore, I, Mayor Wade Mills, on behalf of the Council of the Town of Shelburne, do hereby proclaim February 14, 2022, as "Congenital Heart Defects Awareness Day" and encourage everyone to learn more about CHD and what you can do to help.

2. Michele Fisher, Dufferin Community Foundation - Non-Profit Appreciation Week Proclamation Request.

Ms. Fisher shared a presentation with members of Council.

Whereas Bill 9, an Act to proclaim every third week of February as Nonprofit Appreciation Week across Ontario, received royal assent in December 2021;

Whereas Nonprofit Appreciation Week is an important opportunity to say thank you to a sector that goes above and beyond in supporting vulnerable people and strengthening communities;

Whereas the diversity of nonprofit programs – including food banks, housing, mental health, support for seniors and caregivers, child and youth development, sports and recreation, faith, the environment, arts and culture, services for people with disabilities, community healthcare,

counselling, and more – immeasurably enhance our quality of life;

Whereas there are more than 150 charities and nonprofit organizations serving families and individuals throughout Dufferin County, including in Shelburne;

Whereas the people who work at our community’s nonprofits are known for their dedication, skill, compassion, teamwork and leadership, and have always been there when we have needed them the most;

Whereas the nonprofit sector has used innovation and ingenuity to continue programs and keep us connected throughout the pandemic, despite scarce resources;

Now therefore, I, Mayor Wade Mills, on behalf of Council, do hereby proclaim February 14-20, 2022, to be Nonprofit Week of Appreciation in Shelburne and encourage all residents to show their appreciation to the people who work in our community’s charities and nonprofits.

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 P2022- 03 from the Town Planner regarding final approval of Scone Development Inc. (Shelburne Towns) Plan of Subdivision (DPS17/02).

The Town Planner reviewed his report with members of Council.

A discussion ensued regarding the required NVCA clearance letter and timing thereof.

## **Motion # 2**

**Moved By** Councillor Benotto

**Seconded By** Councillor Fegan

BE IT RESOLVED THAT Council receives Report P2022-03 regarding final approval of the Scone Development Inc. (Shelburne Towns) Plan of Subdivision (DPS17/02);

AND THAT Council authorizes final approval of the Scone Developments Inc (Shelburne Towns) Plan of Subdivision, File Number DPS 17/02, under Section 51 of the Planning Act and directs the Clerk to sign the Municipal Approval on the two (2) Plan of Subdivision M-Plans (the first M-Plan illustrating Blocks 1 to 9 inclusive, and the second M-Plan illustrating Blocks 1 and 2, to be registered separately) prepared by Van Harten Surveying Inc., dated December 1, 2021, and certified by the owner and surveyor, entitled "PLAN OF SUBDIVISION OF PART OF LOT 1 CONCESSION 3 OLD SURVEY (GEOGRAPHIC TOWNSHIP OF MELANCTHON) TOWN OF SHEBLURNE COUNTY OF DUFFERIN", and to have copies of the approved Plans of Subdivision forwarded to the Land Registry Office for registration, upon the Clerk's receipt of the following:

- NVCA clearance letter (required prior to final approval and registration of both M-Plans);
- Confirmation that the Owner has acquired the land shown as Part 1 on Plan 7R-6732 (required prior to final approval and registration of the second M-Plan).

**CARRIED, W. Mills**

2. Report CAO 2022-01 from the Chief Administrative Officer regarding Operations Review – Municipal Modernization Program Third Intake.

The CAO reviewed her report with members of Council.

A discussion ensued regarding the provision for enhanced services, the analysis will review scope of work, best

practices, cost and staffing impacts and stakeholder engagement.

**Motion # 3**

**Moved By** Councillor Fegan

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT Council receives report CAO 2022-01 Operations Review –Municipal Modernization Program Third Intake for information;

AND THAT leave be given for the reading and enacting of Bylaw #05-2022 being a bylaw to authorize the Town of Shelburne to enter into an agreement with her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing;

AND THAT Optimus SBR Inc be assigned the project and a budget of up to \$81,408 and the funding provided for the project by the Province of Ontario through the Municipal Modernization Program third intake.

**CARRIED, W. Mills**

3. Report FS 2022-03 from the Director of Financial Services/Treasurer regarding the 2021 Council Statement of Remuneration.

**Motion # 4**

**Moved By** Councillor Hall

**Seconded By** Councillor Benotto

BE IT RESOLVED THAT Council of the Town of Shelburne receives report 2022-03 from the Treasurer with respect to the 2021 Council Statement of Remuneration.

**CARRIED, W. Mills**

4. New Committee Member appointee for the Shelburne Heritage Committee.

**Motion # 5**

**Moved By** Councillor Fegan

**Seconded By** Councillor Buffett

BE IT RESOLVED THAT Council appoints Chantel Richards as a new committee member to the Heritage Committee for the remaining term of Council.

**CARRIED, W. Mills**

5. Proclamation Request for Human Trafficking Awareness Day.

**Motion # 6**

**Moved By** Councillor Benotto

**Seconded By** Councillor Hall

THAT Council proclaims February 22, 2022, as Human Trafficking Awareness Day.

**CARRIED, W. Mills**

Whereas, National Human Trafficking Awareness day was established on February 22, 2007, in the House of Commons to encourage Canadians to raise awareness of the magnitude of modern-day slavery in Canada and abroad and to take steps to combat human trafficking; and

Whereas, between 2009 to 2018, the police reported 1,708 incidents of human trafficking in Canada; and

Whereas, between 2018 to 2019, Dufferin Child Victim Services were made aware of 22 victims of human trafficking, with seven being youth under the age of 18; and

Whereas, CRYNOT.ca (Compass Rotary Youth-No Trafficking) is a volunteer driven group comprised of the Rotary Club of Orangeville and Compass Community

Church to raise awareness to the concern of human trafficking in the Dufferin Caledon community; and

Whereas, the mission of Cry Not is to reduce and eliminate human trafficking by raising awareness, foster collaboration among like groups and organizations, equip adults with connections and resources available to defeat the threat of human trafficking, and to create and maintain digital information;

Now Therefore, I, Mayor Wade Mills, do hereby proclaim February 22, 2022, as "National Human Trafficking Prevention Awareness Day" in the Town of Shelburne.

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

## **8. Communications**

1. Minutes from the Centre Dufferin Recreation Complex Board of Management meeting held October 27, 2021.
2. Minutes from the Shelburne and District Fire Board meeting held January 4, 2022.
3. Minutes from the Shelburne Public Library Board meeting held December 21, 2021.
4. Minutes from the Arts and Culture Committee meeting held December 15, 2021.
5. Minutes from the Heritage Committee meeting held December 1, 2021.
6. Memo from the Heritage Committee regarding the mural project within the downtown core.
7. Bylaw Enforcement Statistics 2021 Year in Review.
8. Resolution from the Town of Grand Valley supporting the multi-municipal turbine working group.



9. Letter from the Towns of Mono and Caledon to the Attorney General Addressing POA Court Backlog.

Mayor Mills requested a motion of support for the letter.

**Motion # 7**

**Moved By** Mayor Mills

**Seconded By** Councillor Benotto

THAT the Council of the Town of Shelburne supports the letter submitted by Mayor Creelman and Mayor Thompson.

**CARRIED, W. Mills**

10. Letter from the Township of East Garafraxa to the County of Dufferin Community Development and Tourism Committee regarding the Municipal Comprehensive Review.
11. Resolution from the Municipality of Shuniah regarding the postponement of the Province wide re-assessment update.
12. Letter from the City of Brantford Addressing the Revolving Door of Justice - Accountability for Sureties and Swift Justice.
13. Letter from the Township of Adjala-Tosorontio regarding funding support for rural municipalities for bridge and culvert projects.
14. Headwaters Health Care Centre Communications.
15. Letter from the Ministry of Municipal Affairs and Housing regarding the Ontario-Municipal Housing Affordability Summit and the Rural Housing Affordability Roundtable.  
  
A discussion ensued regarding how the information provided will impact the Town of Shelburne. The CAO noted that staff and colleagues are reviewing the impacts, more information will be provided at a later date.
16. Nottawasaga Valley Conservation Authority Communications.
17. AMO Communications.

**Motion # 8**

**Moved By** Councillor Wegener

**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 # 06-2022.

**Motion # 9**

**Moved By** Councillor Benotto

**Seconded By** Councillor Hall

BE IT RESOLVED THAT leave be given for the reading and enacting of By-law #06-2022 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 February 14, 2022.

**CARRIED, W. Mills**

**11. Adjourn**

**Motion # 10**

**Moved By** Councillor Hall

**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 7:22 pm.

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Mayor

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Clerk