



**Town of Shelburne**  
Minutes of the **Budget Council Meeting**  
Thursday, May 21<sup>st</sup>, 2020  
Virtual Via Zoom  
5pm

**Council Members Present**

Mayor Karen Mattatall  
Deputy Mayor Nolan Young  
Councillor Rick Davis  
Councillor Harold Locke  
Councillor Sheldon Ringer

**Staff Present**

Darren Shupe, CAO  
Ken Smith, Interim CAO  
Julie Ferguson, Clerk  
Jane Crowell, Finance Manager  
Sarah Mattatall – Whiteway, Manager of Administration & HR

**Call to Order**

Mayor Mattatall called the meeting to order at 5:12 p.m.

**Approval of the Agenda**

**Davis - Locke**

THAT the Agenda for the Regular Budget Meeting of Thursday, May 21<sup>st</sup>, 2020 be approved with the addition of In-Camera Item (c) Personnel

**CARRIED**

**In-Camera Session**

**Young – Ringer**

THAT Council go in-camera at 5:14 p.m. to discuss (c) Personnel and (e) Contract Negotiations

**CARRIED**

**Council came out of In-Camera at 5:40 p.m.**

**Business Arising**

**Locke – Davis**

THAT Council accepts the 2020-21 insurance program summary for property, automobile and liability coverages offered by AON Risk Solutions.

**CARRIED**

**Council Items**

**a) CAO Introduction**

The CAO introduced this budget meeting as a review of the updated Operating Budget, compiling the information from the last meeting and also reviewing the Capital Budget. The CAO is hopeful that Council will approve the budget this evening.

**b) Review of Operating Budget – Finance Manager**

The Finance Manager introduced the updated draft 2020-21 budget which has been balanced with new data. Tax rates will remain the same at \$2.06/100 assessment for

residential and \$3.88/100 assessment for commercial. Sewer charges will be \$260 and Solid Waste will be \$257.49. Interest rates will be 15% per annum on unpaid bills. The budget up for approval includes the loss of the CSR position, Events Coordinator, GIS Technician, Operations Manager, Public Works Seasonal, Public Works Casual, and Public Works Summer Student positions.

Discussion was held regarding the Low-Income Property Tax Exemption Budget.

**Young – No Second**

THAT Council add \$2,500 back into the Low-Income Property Tax Exemption Budget.

**FAILED**

**Davis - Ringer**

THAT Council approve the General Operating Budget as presented.

**CARRIED**

Council requested that Jane add a line to the budget as a holding spot for the future fire truck purchase to be shown in the Capital Budget 2023-34, to be changed from a capital charge to reserve charge.

**Young – Davis**

THAT Council approve the 5 year capital budget.

**CARRIED**

The Finance Manager noted that the Port and Water Budgets will be reviewed later in June.

The CAO will create a press release for the approved budget.

**Adjournment**

**Davis**

THAT the Budget Meeting of Thursday, May 21<sup>st</sup>, 2020 be adjourned at 6:23 p.m.

**CARRIED**

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**Mayor**

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**Clerk**