



**Town of Shelburne**  
**Minutes of the Regular Council Meeting**  
Monday, April 20<sup>th</sup>, 2020  
Virtual Meeting Via ZOOM, 5 p.m.

**Council Members Present**

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

**Staff Present**

Darren Shupe, CAO  
Julie Ferguson, Clerk

**Call to Order**

Mayor Mattatall called the meeting to order at 5:07 p.m.

**Approval of the Agenda**

**Young - Ringer**

THAT the Agenda for the Regular Town Council Meeting of April 20<sup>th</sup>, 2020 be approved with the addition of item 6(d) Tracy Jackson – Tree Removal Request.

**CARRIED**

**Approval of the Minutes**

**Davis - Locke**

THAT the Minutes of the Regular Town Council Meeting held on April 6<sup>th</sup>, 2020 be approved.

**CARRIED**

**In-Camera Session**

**MGA Section 22:**

- c) Personnel matters;**
- h) Public security;**

**Ringer – Young**

THAT Council go in-camera at 5:10 p.m.

**CARRIED**

**Council came out of in-camera at 6:32 p.m.**

**Business Arising from In-Camera**

**Locke – Young**

THAT Council accept the resignation of CAO, Darren Shupe, with regrets and thank him for the work he has done for the Town for the past 5 years.

**CARRIED**

## Correspondence

### Action Required:

**a) NSADA – Letter – Car Dealership Commercial Tax Deferrals**

Council reviewed this letter and noted that the topic would be part of further discussions as Council finds out more about political tax deferral programs.

### For Information

**b) Municipality of the District of Shelburne – Letter – Joint Council Meeting Request**

Council read the letter for the public and asked that it be posted on the website's newsfeed.

**c) Town of Lockport – Letter – Joint Council Meeting Request**

Council read the letter for the public and asked that it be posted on the website's newsfeed.

**d) Tracy Jackson – Tree Removal Request**

**Locke – Davis**

THAT the tree be approved for removal providing they hire a professional insured company to remove it.

**CARRIED**

## Council Items

None

## Staff Reports

**a) Monthly Report**

**Young – Locke**

THAT Council accept the Monthly Report for information.

**CARRIED**

**b) Year to Date Financials**

No Year to Date Financials were presented as billing isn't complete and will be presented at the budget meeting.

**c) Monthly Building Report**

**Davis – Locke**

THAT Council accept the Monthly Building Report for information.

**CARRIED**

**d) Monthly Fire Dept Report**

**Locke – Ringer**

THAT Council accept the Monthly Fire Department Report for information.

**CARRIED**

## New Business

**a) Councillor Locke – Arena Funding Request**

Councillor Locke made a notice of motion for the Arena Funding Request to come to the next Town Council meeting as it is time sensitive. The Town Clerk recommended adding it to the Agenda for the proposed upcoming Operating Budget meeting. Councillor Locke agreed.

**b) CAO – COVID Update**

The CAO gave an update on the COVID protocols for Town Hall. The Town of Shelburne is following provincial protocols which are extended to May 4<sup>th</sup>, 2020 at this time. All three Eastern Shelburne County units are doing a unified approach.

**c) Mayor Mattatall – Thank You to Residents for Social Distancing**

Mayor Mattatall thanked residents to doing their part in helping to flatten the curve by social distancing and washing hands. Residents need to continue to be vigilant and follow Dr. Strang’s advice as he predicts there will still be a peak in illnesses.

**d) Mayor Mattatall – Operating Budget Meeting Date**

The mayor asked councillors when they would like to have a budget meeting. Councillors agreed upon Friday at 5pm via Zoom. The meeting will be recorded for the public as per usual.

**Adjournment**

**Locke**

THAT the Regular Town Council Meeting of Monday April 20<sup>th</sup>, 2020 be adjourned at 6:53 p.m.

**CARRIED**

---

**Mayor**

---

**Clerk**