

**CORPORATION OF THE TOWNSHIP OF MELANCTHON**

The Council of the Corporation of the Township of Melancthon held a meeting on the 3<sup>rd</sup> day of December, 2015 at 5:00 p.m. in the Council Chambers. Mayor D. White, Deputy Mayor J. Elliott, Councillor D. Besley, Councillor W. Hannon and Councillor J. Webster were present. Denise Holmes, CAO/Clerk and Wendy Atkinson, Treasurer/Deputy Clerk were also present. Mayor White presided and called the meeting to order.

Announcements

Councillor Webster announced that there will be a Horning’s Mills Craft Market on Saturday, December 5, 2015 from 9 a.m. till 1 p.m.

Additions

None.

Deletions

None.

Approval of Agenda

Moved by Besley, Seconded by Hannon that the agenda be approved as circulated. Carried.

Disclosure of Pecuniary Interest and the General Nature Thereof

Can be declared at this time or anytime throughout the meeting

Minutes

Moved by Elliott, Seconded by Webster that the minutes of the Council meeting be approved as circulated. Carried.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

None.

Public Question Period

None.

Road Business

Craig Micks, Road Superintendent attended Council.

Accounts

The Accounts were presented in the amount of \$537,832.31. Discussion ensued regarding an invoice from Demmans Excavating Inc. regarding the 4<sup>th</sup> Line NE/Bradley Drain clean out in the amount of \$1,740.20. The Drainage Engineer approved the clean out of this drain but the Township cannot bill it out to the property owners in watershed area as there is no report. The cost to prepare such a report, would be an additional \$20,000.00. Craig advised there was still some room in his ditching budget

so he could pay this invoice. The CAO was directed to send a letter to the Drainage Engineer about this matter. The following motion was then passed: Moved by Hannon, Seconded by Besley that the road accounts be approved as amended by the Road Superintendent. Carried. New total on accounts: \$539,572.51.

At this time, Craig reported that there are approximately three streets in the Township that they have difficulty plowing/sanding with the big trucks and wondered about purchasing a three-quarter ton with a plow. Discussion ensued and it was decided that the Roads Sub-committee could work on this with Craig.

### **County Council Update**

Council In Brief for Thursday, November 12, 2015 was reviewed.

### **Committee Reports**

**Councillor Besley** - Joint Police Service Board Meeting - October 23, 2015; Shelburne Library Board - October 20, 2015

**Councillor Hannon** - Southgate Recreation Advisory Committee - November 12, 2015; Upper Grand Watershed Committee - November 26, 2015

**Councillor Webster** - Horning's Mills Hall Board Meeting - December 10, 2015

**Deputy Mayor Elliott** - St. Paul's Cemetery - November 9, 2015; Shelburne Fire Board - November 3, 2015 & December 1, 2015; Centre Dufferin Recreation Board - October 28, 2015 (Finance) and November 25, 2015

**Mayor White** - Nottawasaga Valley Conservation Authority - November 27, 2015

### **Delegations**

5:30 p.m. - Sam and Megan Young, Shelburne Golf Course attended Council to speak on the County of Dufferin's Living Snow Fence Program and to ask the Township to work on his behalf to get things going. It has been almost three years since the start of this and nothing has been done. He commented that his neighbour has given them the go ahead, there have been stakes placed but no trees planted and he wants to know why? Mayor White assured Mr. Young that he would set up a meeting with himself, Mr. Young and the Director of Public Works to find out what's going on. Mr. Young also spoke on the municipal drain on his property and drainage issues. He and his daughter will come back to a future Council meeting to speak on the development of the property.

### **Correspondence**

#### **\*Outside Board & Committee Minutes**

1. Shelburne & District Fire Board - Meeting September 1, 2015

Moved by Webster, Seconded by Elliott that the Outside Board and Committee Minutes - Item No. 1 be received as information. Carried.

#### **\* Items for Information Purposes**

1. Letter from Ernie Hardeman, MPP Oxford dated October 30, 2015, Re - Official Report of Debates (Hansard)
2. Letter from The Corporation of the United Townships of Head, Clara & Maria, Re - Dissolution of Local Emergency Response Board and Request for Services
3. Email from Michelle Dunne, Deputy Clerk, Dufferin County dated November 16, 2015, Re - Surplus Land - Stanton Property Sale
4. Email from Michelle Dunne, Deputy Clerk, Dufferin County dated November 17, 2015, Re - POA Process within the County of Dufferin

5. AMO Communications - AMO Policy Update - 2016 OMPF Allocations Announced
6. Letter to Head of Council dated November 17, 2015, Re - Ontario Municipal Partnership Fund Allocations for 2016
7. Copy of a resolution passed by the Municipality of Neebing dated November 18, 2015, Re - Consultation of the Police Services Act
8. Email from Pam Hillock, County Clerk on behalf of the Warden of Dufferin County dated November 18, 2015 to Ms Barbara Finlay, Acting Ontario Ombudsman, Re - Niagara Escarpment Commission
9. Email from Sylvia Jones, MPP dated November 18, 2015, Re -Letter to the Ombudsman - Niagara Escarpment Commission
10. Nottawasaga Valley Conservation Authority - For Immediate Release - Glimpses of the past - Unearthed ledgers hint at the day-to-day life of early settlers in Utopia
11. Letter to Mayor White and Members of Council dated November 19, 2015, Election of the Warden for 2016
12. Hydro One Not For Sale, Letter dated November 19, 2015
13. Email from Bluewater Geoscience, Breton Lemieux dated November 26, 2016, Re - Review of Strada Report

Moved by Besley, Seconded by Hannon that Correspondence Items 1-13 for information purposes be received as information. Carried.

**\* Items for Council Action**

1. Petition for Drainage Works by Owners of Lot 266- 268, Concession 2 SW
2. Memorandum to Mayor White and Members of Council dated November 25, 2015, Re - Proposed ZBA for lands located in the East Half of Lot 15, Concession 2, O.S. (Horning's Mills)

# 1 - Moved by Elliott, Seconded by Webster that Council accept the petition under Section 4 of the Drainage Act signed by Arie Brinke on behalf of Petervale Farms Ltd. describing Lots 266, 267 & 268, Concession 2 SW as requiring drainage and directs the Clerk to notify the petitioner and the Grand River Conservation Authority as required by Section 5 of the Drainage Act, of its decision to proceed. Be it further resolved that Council appoint Tom Pridham, P. Eng., of R.J. Burnside & Associates Ltd. to prepare a report, plan and profile in accordance with Section 8 of the Drainage Act. Carried.

# 2 - Moved by Webster, Seconded by Besley that The Report of Chris Jones, Township Planner regarding the Proposed Zoning By-law Amendment for lands located in the East Half of Lot 15, Concession 2 OS (Horning's Mills) be received and that:

1. The application for the zoning by-law amendment received from Sanpro Engineering on October 26, 2015, not be declared complete for the purpose of administering a Planning Act decision under Section 34 of the Planning Act;
2. The CAO and Township Planner be requested to convene a pre-consultation/technical meeting with representatives for the applicant to discuss current submission requirements and that external agencies such as the NVCA and NEC be invited to attend such and meeting; and
3. The applicant enter into a cost recovery agreement with the Township so the Township can be reimbursed for all costs incurred in processing the application.

Carried.

Council took a two minute break at 6:25 p.m.

**General Business**

**Accounts**

The Treasurer presented the general accounts in the amount of \$205,130.17. The amount presented was then amended to reflect the Demmans's Excavating invoice (from Road Business) which was removed from these accounts. Moved by Webster,

Seconded by Elliott that the general accounts be approved as amended by the Treasurer. Carried. New accounts total \$203,389.97.

Levi Allen Drainage Works, Maintenance Levying By-law

Moved by Besley, Seconded by Webster that leave be given to introduce a By-law to provide for maintenance and repair to the Levi Allen Drainage Works, "A" and "D" Drains and for the borrowing on the credit of the municipality the amount required for such work and it be hereby read a first and second time. Carried. By-law numbered 56-2015 and read a first and second time.

Bradley-French Drainage Works, Maintenance Levying By-law

Moved by Elliott, Seconded by Webster that leave be given to introduce a By-law to provide for the maintenance and repair to the Bradley-French Drainage Work and for the borrowing on the credit of the municipality the amount required for such work and it be hereby read a first and second time. Carried. By-law numbered 57-2015 and read a first and second time.

By-law to Adopt a Policy for the Sale and other Dispositions of Municipal Land

Moved by Webster, Seconded by Besley that leave be given to introduce a By-law to Adopt a Policy for the Sale and Other Dispositions of Municipal Land and it be hereby read a first and second time. Carried. By-law numbered 58-2015 and read a first and second time.

Applications to Permit

Mayor White signed an application to permit a 10' x 20' billboard sign on Part of Lots 246-247, Concession 1 SW - F. Sesook/Stellar Outdoor Advertising

**New/Other Business/Additions**

Motion to transfer \$10,000.00 to the Landfill Rehabilitation Reserve Fund as per the 2015 Budget -

Moved by Elliott, Seconded by Hannon that the amount of \$10,000.00 be transferred to the Landfill Rehabilitation Reserve Fund from the general account as per the 2015 Budget. Carried.

Motion to transfer \$100,000.00 from the Gas Tax Reserve Account as per the 2015 Budget

Moved by Hannon, Seconded by Besley that we transfer \$100,000.00 from the Gas Tax Reserve Account to the General Account, re: roads paving, as per the 2015 Budget. Carried.

Motion to transfer \$25,000.00 from the Tax Rate Stabilization Reserve Account as per the 2015 Budget

Moved by Hannon, Seconded by Elliott that we transfer \$25,000.00 from the Tax Rate Stabilization Reserve Account to the General Account as per the 2015 Budget. Carried.

Motion to transfer \$75,000.00 from the Quarry Reserve Account as per the 2015 Budget

Moved by Hannon, Seconded by Besley that we transfer \$75,000.00 from the Quarry Reserve Account to the General Account as per the 2015 Budget. Carried.

Motion to transfer \$4,675.44 from the General Account to the Insurance Reserve Fund re: 2015 Insurance Surplus (Roads - \$2,300.08 and Admin - \$2,375.36)

Moved by Hannon, Seconded by Besley that we transfer \$4,675.44 from the General Account to the Insurance Reserve Fund Account - 2015 insurance surplus (roads - \$2300.08, admin - \$2,375.36). Carried.

Motion that the Mayor and Treasurer be authorized to pay all accounts to December 31, 2015

Moved by Besley, Seconded by Hannon that the Mayor and Treasurer be authorized to pay all accounts to December 31, 2015. Carried.

County of Dufferin - Application for Disaster Relief Fund - Councillor Webster

Discussion ensued on what the Township could apply for and it was decided that Staff would get pricing on a generator and generator panel for both the Municipal Office and the Horning's Mills Community Hall. The Township will apply for the money in 2016. Staff to get more information on the funding and whether it is a straight grant or if the Township has to match the funds.

Roads Sub-Committee Public Member - term expires December 31, 2015

Moved by Hannon, Seconded by Besley that Bart Malloy be re-appointed to the Road's Sub-committee for a further one year term which will expire December 31, 2016. Carried.

OFM 30 Recommendations - Recommendation/Response # 6 - Policy

**Unfinished Business**

North Dufferin Recreation Committee - Draft Constitution

Discussion ensued on the changes that Council would like to see in the Draft Constitution. Councillor Besley provided his comments and spoke to them. Staff were directed to make the some changes to the Draft Constitution and bring it back to the next meeting.

Shook Street - Corbetton - Update

The Street has been cleaned up and the Roads Department has been out and put gravel down and it has been graded. Issues with snow removal were discussed.

Ark II Shelter - Update

Mayor White updated Council on a meeting that he, Deputy Mayor Elliott and the CAO had with the new Fire Chief for the Shelburne and District Fire Department. As a result of that meeting, there will be no further action (for the time being) on this matter.

NEC Plan Review - Update

Township Planner Chris Jones to provide a map for Council on the proposed expanded area. Deferred.

Information Flyer

Deferred

Home Occupation/On Farm Business'

Deferred

Third Reading on By-laws

Moved by Besley, Seconded by Hannon that By-laws 56-2015, 57-2015 and 58-2015 now be read a third time, signed by the Mayor and Clerk, sealed and engrossed in the By-law Book. Carried.

**Closed Session**

7:31 p.m. - Moved by Besley, Seconded by Hannon that Council move into a Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons: personal matters about an identifiable individual, including municipal or local board employees - Report from Denise Holmes, CAO regarding the increase in wages of a Seasonal Road Labourer. Lost.

Moved by Elliott, Seconded by Besley that the Report prepared by Denise Holmes, CAO regarding the increase in pay for Jeff Coyle, be approved and the rate of pay to take effect on December 1, 2015. Carried.

**Confirmation By-law**

Moved by Elliott, Seconded by Hannon that leave be given to introduce a By-law to confirm the proceedings of the Council Meeting held on December 3, 2015 and it be given the required number of readings. Carried. By-law numbered 59-2015 and read three times.

**Adjournment**

7:35 p.m. - Moved by Besley, Seconded by Hannon that we adjourn Council to meet again on Thursday, December 17, 2015 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK