

**CORPORATION OF THE TOWNSHIP OF MELANCTHON
COMMITTEE OF THE WHOLE**

A Committee of the Whole meeting of the Council of the Corporation of the Township of Melancthon was held on Thursday, November 17, 2016 at 4:00 p.m. in the Council Chambers to discuss By-law Enforcement Services and the Strategic Plan RFP. Mayor D. White, Deputy Mayor J. Elliott, Councillor Besley, Councillor W. Hannon and Councillor J. Webster were present. Denise Holmes, CAO/Clerk, Wendy Atkinson and Treasurer/Deputy Clerk were also present. Deputy Mayor Elliott presided as Chair and called the meeting to order.

Minutes

Moved by Webster, Seconded by Hannon that the minutes of the Committee of the Whole meeting held on Nov. 3/16 be approved as circulated. Carried.

Business Arising from Minutes - None.

Enforcement of By-laws & General Business

Councillor Wade Mills and CAO John Telfer from the Town of Shelburne attended the Committee of the Whole meeting (on invitation from the Committee) to discuss partnering with the Town of Shelburne for By-law Enforcement Services. Currently the Town of Shelburne is in a transition period and they have two part time By-law Enforcement Officers as a pilot project. Mr. Telfer advised that the Town would be making a decision in December on whether to make it a full time position. Discussion ensued about the differences of By-law Enforcement between the two municipalities and the Committee explained what By-laws would need enforced. The Committee felt that it would be better to buy services from the Town, rather than employ a part-time By-law Enforcement Officer with them. It was mentioned that Melancthon does have some work to do with updating its By-laws with regards to enforcement penalties. Mr. Telfer advised of a remedial by-law which he uses and is quite effective. It was also mentioned that the By-law Enforcement Officer could assist with the selling of dog tags. The Committee advised that they would have a further discussion on this matter and get back to them on what Melancthon requires. Chair Elliott thanked them for coming to the meeting.

After the representatives from Shelburne left, discussion ensued and the Committee would like the Town of provide Melancthon with a business case for one day per week and two days a week for By-law Enforcement Services. Also, to have them confirm that the By-law Enforcement Officer will sell dog tags. The By-laws will need to be sent in to the lawyer to determine what changes need to be made to so that tickets can be written on them.

General Business

RFP - Strategic Plan

Verbal motion - Moved by White, Seconded by Webster that we send the RFP to Council for approval. Carried.

Adjournment and Date of Next Meeting

4:58 p.m. - Moved by Besley, Seconded by Webster that we adjourn Committee of the Whole to meet again on Thursday, December 1, 2016 at 4:00 p.m. or at the call of the Chair. Carried.

CHAIR

CLERK