

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a meeting on the 22nd day of December, 2016 at 8:00 a.m. (Rescheduled from December 15, 2016 due to inclement weather) in the Council Chambers. Mayor D. White, Deputy Mayor J. Elliott, Councillor D. Besley and Councillor W. Hannon were present. Councillor J. Webster was absent. Denise Holmes, CAO/Clerk and Wendy Atkinson, Treasurer/Deputy Clerk were also present. Mayor White presided and called the meeting to order.

Announcements

Deputy Mayor Elliott advised of the Shelburne and District Fire Department's 12 Days of Fire Safety initiative.

Additions

-CAO/Clerk - Letter from Kidd Family Auctions

Deletions

None.

Approval of Agenda

Moved by Elliott, Seconded by Besley that the agenda be approved as amended.
Carried.

Disclosure of Pecuniary Interest and the General Nature Thereof

Mayor White advised that disclosure of pecuniary interest can be declared at this time or anytime throughout the meeting.

Minutes

Moved by Hannon, Seconded by Besley that the minutes of the Council meeting held on December 1, 2016 be approved as circulated. Carried.

Business Arising from Minutes

Councillor Besley discussed the fire coverage areas and fire costs from the Committee of the Whole Meeting held on December 1st, 2016. A further discussion ensued and this matter will be put on the next COW meeting agenda for further discussion.

Point of Privilege or Personal Privilege

None.

Public Question Period

No questions asked.

Road Business

No Road Business.

Planning Matters

Chris Jones, Township Planning Consultant, was in attendance for this portion of the

meeting.

1. Applications to Permit

An application to permit an addition and renovation on Part of Lot 3, Concession 5 SW for Karen Espejo was presented. The CAO advised that the Township Planner had not had an opportunity to review the application and asked for permission to sign the application if he was ok with it. Permission granted.

2. Report from Chris Jones, Township Planning Consultant - re: Proposed Zoning By-law Amendment for Part Lots 289 and 290, Concession 2 SW - Sentry Door

Mr. Jones went through his Report with Council on Mr. Martin's proposed expansion. Moved by Elliott, Seconded by Hannon that the proposed Zoning By-law Amendment for lands located in Part Lots 289 and 290, Concession 2 SW be declared complete and a public meeting be scheduled to enable Council to hear public comments on the proposed amendment. Carried.

3. Report from Chris Jones, Township Planning Consultant - Source Water Protection Amendments to Official Plan and Zoning By-law

Mr. Jones recommended deferral of this item as the SPMIF Funding for Source Water Protection Implementation has been extended and there is no longer the rush to get the OPA and ZBA amended by the end of March 2017.

4. Unfinished Business

1. Sea/Shipping Containers

The CAO/Clerk advised that she had received an inquiry about Sea/Shipping Containers from a property owner with regards to vacant land. Currently the Township has an Accessory Building By-law that does not allow an accessory building before a house but Council felt that the sea/shipping container would not fall under this By-law, as it is not classified as an accessory building because it is not a permanent structure and can be moved. Council did advise that Municipal Approval would still be required.

Discussion then ensued about regulating these structures and Mr. Jones was asked to bring back a draft regulation. Staff also to obtain information from the Township of Southgate on their regulations pertaining to these storage containers.

Addition - Kidd Family Auctions Letter

A letter was received from Kidd Family Auctions advising of an auction to be held January 28, 2017 in Creemore for the sale of restricted and non restricted firearms and they would like a letter from the Township acknowledging our understanding of this. It was noted that Auctions are taking place on Mr. Kidd's property which is not zoned for this purpose. Staff were directed to send a letter back to Kidd Family Auctions advising that they acknowledge the information regarding the sale to be conducted in Creemore and to also advise that the establishment of an Auction Business in a General Agricultural Zone requires zoning approval.

Police Services Board Matters

1. Recommendations and/or information (if any) from the Police Services Board Meeting (re-scheduled to Wednesday, December 21, 2016 at 10:00 a.m.)

There were two items that came out of that meeting for follow up with Council. The first one deals with the Action Plan 2017-2019. The PSB received and reviewed two

submissions which had nothing to do with the Action Plan so those were not included in the Agenda package. The Chair would like to come to Council to have a discussion on the top three priorities. Council thought this would be a good idea and Staff were to book the Chair in to a future meeting.

The second item was dealing with the circulation of the traffic brochure prepared by the OPP. The Township could do a mailing with Canada Post and have one put in every mailbox in Melancthon or in with the tax bills. Staff felt it would be more economical going the Canada Post route. A suggestion was made about contacting the County of Dufferin to see if they could help with distribution of the flyer and report back our findings to Council.

County Council Update

Mayor White advised that he was acclaimed as the Warden for 2017 and advised of the Chairs of the various Committees at the County. He will be meeting with the Western Ontario Wardens Caucus in the new year.

Correspondence

*** Items for Information Purposes**

1. AMO Communications - AMO Policy Update - AMO Report to Member Municipalities - Highlights of November Board Meeting
2. Copy of a resolution passed by the Town of Shelburne dated November 28, 2016, Re - Support of Township of McKellar resolution - Provincial Government to recognize municipal fire service as a critical infrastructure
3. AMO Communications - AMO Policy Update - Bill 151 - The Waste-Free Ontario Act
4. NVCA Board Meeting Highlights, November 25, 2016
5. Email from Kathy Round, Administrative Assistant GRCA dated December 1, 2016, Re - GRCA Planning, Permit and Inquiry Revised Fees Effective January 1, 2017
6. AMO Communications - Federal Infrastructure Phase 2 Incrementality - AMO Needs Your Support
7. Copy of a resolution passed by the Town of Lakeshore dated November 22, 2016, Re - Support of Resolution - Accommodation Review Process
8. Copy of a resolution passed by the Township of Havelock-Belmont-Methuen at a recent meeting, Re - Legislative Changes Impacting Tax Registrations and Tax Sales
9. Email from Trevor Hebert, Ontario Command, Royal Canadian Legion dated November 22, 2016, Re - Ontario Command For The Royal Canadian Legion
10. Email from Ontario Wildlife Damage Compensation Program (OMAFRA) dated November 3, 2016, Re - Ontario Wildlife Damage Compensation Program - Program Guidelines
11. Email from Ernie Hardeman, MPP Oxford, PC Critic for Municipal Affairs and Housing dated December 6, 2016, Re - Meeting at upcoming conference
12. Township of Melancthon Integrity Commissioner File 2016-01, Report Under Subsection 223.6(2) of Municipal Act, 2001, Re - Inquiry into Complaint
13. Dufferin County Council-In-Brief For December 8, 2016

Moved by Besley, Seconded by Hannon that Correspondence Items 1-13 for information purposes be received as information except #2, #8, #1, #6, #12 for further discussion. Carried.

1 (pertaining to Expanding Medical Responses) & 2 - deferred pending further information

6 - Moved by Elliott, Seconded by Besley that WHEREAS municipal governments' infrastructure is critical to our collective economic health;
WHEREAS stable, predictable and formula-based infrastructure funding allows municipal

governments to plan and schedule investments in infrastructure;

WHEREAS Ontario municipal governments have asset management plans which set out a municipality's longer term capital plan which reflects the infrastructure priorities of these asset management plans; and WHEREAS a federal incrementality rule interferes with municipal long-term infrastructure priorities and diminishes the value of municipal asset planning and management;

NOW, THEREFORE BE IT RESOLVED that the Township of Melancthon calls on the federal government to provide long-term, predictable, and formula-based funding in its Phase 2 programs for municipal governments pndtw1 ; and

BE IT ALSO RESOLVED that the Township of Melancthon calls on the federal government to change incremental requirements in Phase 2 to recognize in Ontario that a municipal government's asset² management plan meets a municipal incremental infrastructure requirement. Carried.

8 - Moved by Elliott, Seconded by Besley that the Township of Melancthon opposes the legislative changes to the Municipal Act that will impact tax sales and related matters and further that the Province of Ontario re-open the consultation period to allow for informed public input regarding the changes to the Municipal Act that are being brought about by the implementation of the Forfeited Corporate Property Act 2015 and further that this resolution be circulated to the Association of Municipalities of Ontario and MPP Sylvia Jones. Carried.

12 - all of Council spoke to the Report of the Integrity Commissioner raising their concerns with the process, length of time, costs, etc.

9:30 a.m. - Moved by Besley, Seconded by Hannon that we adjourn Council to go into Committee of Adjustment and then reconvene as Council. Carried.

9:41 a.m. - Council reconvened.

*** Items for Council Action**

1. Letter from R.J. Burnside & Associates Limited dated November 22, 2016, Re - Fluney Drainage Works - Completion Certificate
2. Copy of a resolution passed by the Nottawasaga Valley Conservation Authority dated November 25, 2016, Re - NVCA Board Member Reduction
3. Integrity Commissioner Special Report to the Township of Melancthon Council dated December 8, 2016, Re - Adoption of Complaint Protocol under the Code of Conduct for Members of Council

1 - Discussion ensued on the Fluney Drainage Works. As a result of a meeting that was held in June 2016, it was noted that there would be additional allowance to the Fluney property as there was more land disturbed than what was allowed for in the original report. The CAO advised that she had asked Mr. Pridham about this when the By-law was received because it was not included in the By-law. Mr. Pridham advised that the By-law and the Report for the Allowances have to remain the same and that Mr. Fluney could contact him when he receives his invoice. Further discussion ensued and Staff were directed to send Mr. Pridham a letter asking him to confirm that Burnside's will cover the additional allowance to the Fluney property. The Treasurer also advised Council of some issues regarding the Martin Drainage Works and the collection of costs pertaining to that drain.

3 - Moved by Besley, Seconded by Hannon that the Council of the Township of Melancthon adopt the "Complaint Protocol under the Code of Conduct for Members of Council" prepared by Integrity Commissioner Guy Giorno. Carried.

General Business

1. Notice of Intent to Pass the following By-laws

Christie Johnston Ext. Drainage Works -Moved by Besley, Seconded by Hannon that leave be given to introduce a By-law to provide for maintenance and repair to the Christie Johnston Extension Drainage Works 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 55-2016 and read a first and second time.

By-law to amend By-law No. 51-2016 (Municipal Officials By-law to add CDRC Public Member) - Moved by Hannon, Seconded by Elliott that leave be given to introduce a By-law to amend By-law No. 51-2016 (Municipal Officials By-law) and it be hereby read a first and second time. Carried. Ron Webster will be the Public Member for the CDRC until November 30, 2017. By-law numbered 56-2016 and read a first and second time.

2. New / Other Business / Additions

1. Report to Mayor White and Members of Council from Denise Holmes dated November 22, 2016, Re - County of Dufferin Municipal Emergency Readiness Fund - Final Report - Moved by Elliott, Seconded by Besley that the final report of Denise Holmes, CAO/Clerk be sent to the County of Dufferin as a requirement of the Municipal Emergency Readiness Fund. Carried.

2. Report to Mayor White, Members of Council and Joyce Clark, Health and Safety Representative from Denise Holmes dated November 24, 2016, Re - Draft Harassment and Respectful Workplace Policy - Moved by Hannon, Seconded by Besley that the Harassment and Respectful Workplace Policy be approved as presented to Council. Carried.

3. Memorandum to Mayor White and Members of Council from Denise Holmes dated December 1, 2016, Re - Accessibility Policies - Moved by Elliott, Seconded by Besley that the Accessibility Policies for the Corporation of the Township of Melancthon be approved as presented to Council. Carried.

4. Motion to reduce taxes under Section 357 of the Municipal Act - Moved by Hannon, Seconded by Elliott that we reduce taxes on the following properties under Section 357 of the Municipal Act:

1. 1-02300 - East Part Lot 18, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
2. 1-02400 - East Part Lot 19, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
3. 1-02500 - East Part Lot 19, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
4. 1-02550 - East Part Lot 20, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
5. 1-02600 - East Part Lot 20, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
6. 1-02900 - West Part Lot 20, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
7. 1-03000 - West Part Lot 20, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
8. 1-03100 - West Part Lot 19, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
9. 1-03150 - West Part Lot 18, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
10. 1-17300 - Part Lot 17, Part Lot 18, Concession 2 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
11. 1-18150 - Part Lots 18 & 19, Concession 2 OS - from Jan 01 - Dec 31, 2015,

- OMAFRA granted FT approval for 2015
12. 1-18202 - West Part Lot 18, Concession 2 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 13. 1-20200 - Part Lots 17 & 18, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 14. 1-20300 - East Part Lot 19, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 15. 1-20400 - East Part Lot 20, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 16. 1-20500 - West Part Lot 20, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 17. 1-20600 - West Part Lot 19, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 18. 1-20700 - Part Lot 19, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 19. 1-20950 - West Part Lot 17, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 20. 1-21000 - West Part Lot 16, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 21. 1-21100 - West Part Lot 15, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 22. 1-21450 - West Part Lot 12, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 23. 1-22100 - East Part Lot 15, Concession 4 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 24. 1-22600 - East Part Lot 18, Concession 4 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 25. 1-22800 - Part Lot 19, Concession 4 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 26. 1-22950 - East Part Lot 19, Concession 4 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 27. 2-03300 - West Part Lot 21, Concession 1 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 28. 2-07100 - Part Lot 21, Concession 2 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 29. 2-09900 - Part Lot 24, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 30. 2-10300 - West Part Lot 21, Concession 3 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 31. 2-12350 - West Part Lot 29, Concession 4 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 32. 2-12400 - West Part Lot 28, Concession 4 OS - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 33. 5-06500 - Part Lot 277 to 278, Concession 1 SW - from Jan 01 - Dec 31, 2015, OMAFRA granted FT approval for 2015
 34. 6-12403 - Part Lot 304, Concession 2 SW, Pcl 3 - from Jan 01 - Dec 31, 2015, and from Jan 01 - Dec 31, 2016. Property now owned by municipality and is eligible for exempt status. Carried.

5. Motion to transfer \$10,000.00 to the Landfill Rehabilitation Reserve Fund as per the 2016 Budget - Moved by Besley, Seconded by Elliott that the amount of \$10,000.00 be transferred to the Landfill Rehabilitation Reserve Fund from the general account as per the 2016 budget. Carried.

6. Motion to transfer \$5,000.00 to the Mulmur Melancthon Recreation Capital Reserve Account as per the 2016 Budget - Moved by Hannon, Seconded by Besley

that the amount of \$5,000.00 be transferred from the General Account to the Mulmur-Melancthon Recreation Capital Reserve Account as per the 2016 Budget. Carried.

7. ***Motion to transfer \$25,000.00 to the Tax Rate Stabilization Reserve Account as per the 2016 Budget*** - Moved by Elliott, Seconded by Hannon that we transfer \$25,000.00 from the General Account to the Tax Rate Stabilization Reserve Account as per the 2016 Budget. Carried.
8. ***Motion to transfer \$100,000.00 from the Gas Tax Reserve Account to the General Account re: Culvert 2020 as per the 2016 Budget*** - Moved by Besley, Seconded by Hannon that we transfer \$100,000.00 from the Gas Tax Reserve Account to the General Account, re: Culvert 2020 - 4th Line NE, as per the 2016 Budget. Carried.
9. ***Motion to transfer monies to the Insurance Reserve Account - 2016 Surplus for Roads and Administration*** - Moved by Hannon, Seconded by Besley that we transfer \$4,156.83 from the General Account to the Insurance Reserve Fund Account - 2016 insurance surplus (roads - \$2,016.89, admin - \$2,139.94). Carried.

Closed Session (not required)

Third Reading of By-laws

Moved by , Seconded by that By-laws 55-2016 and 56-2016 now be read a third time, signed by the Mayor and Clerk, sealed and engrossed in the By-law Book. Carried.

Notice of Motion

None

Confirmation By-law

Moved by Hannon, Seconded by Besley that leave be given to introduce a By-law to confirm the proceedings of the Council of the Corporation of the Township of Melancthon at its meeting held on December 22, 2016 and it be given the required of readings. Carried. By-law numbered 57-2016 and read three times.

Adjournment and Date of Next Meeting

10:25 a.m. - Moved by Besley, Seconded by Elliott that we adjourn Council to meet again on Thursday, January 12, 2017 at 5:00 p.m. or at the call of the Mayor. Carried.

MAYOR

CLERK