

## **CORPORATION OF THE TOWNSHIP OF MELANCTHON**

The Council of the Corporation of the Township of Melancthon held a meeting on the 17<sup>th</sup> day of May, 2018 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**

Mayor White presented a plaque to Wendy Atkinson, in recognition and appreciation of her 20 years of outstanding service and dedication to the Township. Wendy was hired as an Administrative Assistant in May 1998 and on January 1, 2014 was promoted to the position of Treasurer/Deputy Clerk. Congratulations Wendy!

### **Additions**

None

### **Deletions**

None.

### **Approval of Agenda**

Moved by Hannon, Seconded by Besley that the agenda be approved as circulated. 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 Webster, Seconded by Elliott that the minutes of the Council meeting held on May 3, 2018 be adopted as circulated. Carried.

### **Business Arising from Minutes**

None.

### **Point of Privilege or Personal Privilege**

None.

### **Public Question Period**

A question was raised about the spreading of biosolids on the corner of 270 Sideroad and 2<sup>nd</sup> Line SW today. Staff were directed to contact OMAFRA and find out if a NASM approval had been issued for that property. Discussion about Well Head Protection Areas and then a question was raised about enforcement around those areas. It was advised that OMAFRA, Conservation Authorities and the Risk Management Official would enforce this.

### **Public Works**

*1. Request from C.F. Crozier and Associates - Hyland Village Haul Routes for Fill*

Discussion ensued about this request and because we are not letting our own residents use these roads, the answer was no. Craig to advise Mr. Morris of this.

## 2. Road Counter Report - April 27, 2018 - May 4, 2018

The Report was reviewed and Staff were directed to forward it on to the Staff Sgt. Randall, Dufferin OPP and the Police Services Board.

## 3. Concerns from property owner at Lots 65-66, Plan 34A in Horning's Mills – onsite held Wednesday, May 16, 2018 at 8:30 a.m. at High Street and Main Street

An onsite was conducted by Council and Staff to the property at the corner of High Street and Main Street on May 16, 2018. It was determined that the road was not causing the wall to shift in the detached garage on the property. There is a double foundation and the frost is getting in and heaving it. It was decided that the Township Public Works Department will dig out some on the road allowance, and put some cages with gabion stone. The landowner needs to remove the second foundation. If the landowner is willing to pay, the Township the Public Works employees can remove it when they do the other work over there. Craig is to advise the homeowner of this.

## 4. Other

Staff advised that there were no applications for the Summer Student position. It was decided that next year, money will be put in the budget and the advertisement will go in early and hope that we get funding. The Treasurer to advise the Ministry that the Township will not be utilizing the grant.

Councillor Webster asked about the sidewalks in Horning's Mills. Craig advised that he spoke to Coppertone and they wanted to know if Staff could help prep the sidewalks. Council had no problem with doing this.

Discussion about locations of the speed indicator signs as this was brought up at the PSB meeting. Craig said they could go on the 2<sup>nd</sup> Line SW and the 5<sup>th</sup> Line. Discussion about getting a couple more signs and Craig is to contact the Town of Shelburne and see where they got theirs from, as he liked the size of them.

## **Planning**

### 1. Applications to Permit

Chris Jones, Township Planner reviewed the permits on the spreadsheet and all were approved:

- Gajanan Dhumatkar/Stellar Outdoor Advertising - billboard sign on the East Part of Lot 19, Concession 2 OS
- Doug Meyer - single family dwelling, electrical service building and equipment shed on Lot 253-255, Concession 2 SW

Other permits not on spreadsheet but approved due to the length of time in between Council meetings were:

- Bobby Noble - detached garage - Lot 288, Concession 3 SW
- Gary Horst - two- model 2706 grain bins - Lot 13, Concession 7 SW
- Kathryn Martin - Deck - East Part of Lot 25, Concession 2 OS

### 2. Chris Jones Report - Proposed Zoning By-law Amendment for Part Lot 276, Concession 1 NE

Chris reviewed his report with Council. Council had no concerns with the proposed zoning by-

law amendment and directed Staff to go ahead and schedule the Statutory Public Meeting.

### 3. Unfinished Business

#### 1. Feral Cat - Zoning By-law Amendment for Part Lot 5, Concession 3 OS

Chris spoke to the proposed zoning by-law amendments that were provided to Council – one for temporary use and one for permanent use. He advised that the temporary use is the prudent way to proceed because this is a rural residential property and the lot was created on that basis. The temporary use would be for a maximum of three years and then Ms. Morden would have to reapply. He also advised that it would be prudent to enter into a Site Plan Agreement with the owner of the property (Kim and Michael Goddard) to be registered on title and he didn't think the ZBA should be passed until the Site Plan Agreement has been signed. Ms. Morden was in attendance and provided the signed Site Plan Agreement to Chris. There were concerns about the current driveway being used for the facility entrance and that another should be approved but it was advised that the Public Works Director already denied a second entrance on this property. Council concurred with Chris' recommendation regarding the temporary use zoning by-law amendment and the following motion was introduced and passed:

Moved by Elliott, Seconded by Webster that leave be given to introduce a By-law to amend By-law No. 12-79 as amended, for lands located in the East Part of Lot 5, Concession 3 OS and it be hereby read a first and second time and the Mayor and Clerk be authorized to sign the Site Plan Agreement between K & M Goddard and the Township of Melancthon. Carried. By-law No. 23-2018 and read a first and second time.

#### 2. Annable ZBA

Chris advised that this Zoning By-law is problematic because he has applied for a single family dwelling but there are two kitchens in the building as advised by the Building Department. Mike Annable was in attendance and Mayor White let him speak to his application. He indicated that the building is set up as two separate living spaces. Chris will do the amendment in such a way that it allows for a dwelling or two-unit dwelling so that this can address the Ontario Building Code issues relating to the septic.

#### 3. Strada OPA and ZBA

Chris advised that Strada has received a clearance letter from the Ministry of Natural Resources and Forestry due to comments raised through the ARA process. The road assessment has been done, the Township is just waiting for a report back so that we can send it to be peer reviewed.

#### 4. Source Water Protection ZBA

No update on this matter.

5:56 p.m. - Moved by Elliott, Seconded by Webster that we adjourn Council to move into Committee of Adjustment and reconvene as Council. Carried.

6:30 p.m. - Council reconvened.

### **Police Services Board**

Mayor White updated Council on the issues at the Board meeting held on May 16, 2018. Kate Martin, Provincial Member was sworn in. Esther Wargon was a Delegation with concerns regarding the trespassing on her property – Lavender Falls. The Board passed a motion to close part of the road and that item will be on the next agenda for action. The Detachment Commander provided her review from January - March 2018. Staff were asked to circulate her report to the rest of Council.

## **County Council Update**

Mayor White advised that the Auditor's Report was given at the meeting.

### **Correspondence**

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

1. Shelburne Public Library Board Minutes - March 20, 2018
2. North Dufferin Community Centre Board of Management Minutes - April 10, 2018

Moved by Besley, Seconded by Hannon that the Board and Committee Minutes Correspondence items 1 & 2 be received as information. Carried.

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

1. NVCA Board Meeting Highlights - April 27, 2018
2. Township of Southgate Notice of Passing Zoning By-law -712007 Southgate Sideroad 71
3. Township of Southgate - Municipalities Call on Province for "Right to Approve" Landfill Development
4. Dufferin County Press Release - Help Us Bring Broadband to Everyone
5. Motion from Town of Lakeshore regarding Renovation and/or Demolition of All Buildings Containing Hazardous Material
6. County of Dufferin Press Release - Dufferin County Participating In Nation-wide Campaign to House 20,000 Homeless Canadians
7. Town of Shelburne Notice of Public Meeting under the Planning Act - Main Street West and Gordon Street
8. Letter from Ministry of Tourism Culture and Sport improving access to digital services
9. Progress Report on the Grand River Watershed Water Management Plan
10. Notice from NVCA Watershed Municipalities regarding a letter sent to Premier Wynne from Grey Highlands
11. AMO Policy Update - Ministry of Community Safety and Correctional Services Introduces Important Policy Changes for Fire and Police
12. Ontario Good Roads - Amendments to the Minimum Maintenance Standard Regulation are now online
13. MCSCS - Three new fire safety regulations under the Fire Protection and Prevention Act

Moved by Elliott, Seconded by Webster that Correspondence Items 1-13, for information purposes only, be received as information. Carried.

#### **\* Items for Council Action**

1. Shelburne and District Agricultural Society request for a letter of support for the TSC Stores Community Agricultural Grant
2. FCM Climate Change Staff Grant Report from the County of Dufferin
3. Cathy and Giovanni Martino Application for Permission for Filling or Grading
4. Report from Denise Holmes, CAO/Clerk regarding Delegation of Authority during "Lame Duck" Period

# 1 - the CAO/Clerk directed to send a letter of support for the Agricultural Society's Grant Application

# 2 - the CAO/Clerk directed to send a letter of support for the FCM Climate Change Staff Grant

# 3 - the CAO/Clerk directed to send the application to the NVCA. If the NVCA does not require a soil analysis, the Township is ok with that.

# 4 - the CAO/Clerk directed to bring a By-law to the next meeting for Delegation of Authority

## **General Business**

### **1. New/Other Business/Additions**

#### **1. Shelburne District Fire Department Draft Board Agreement**

The Clerk advised that Amaranth Township had some concerns with the Agreement and read the email received from the CAO/Clerk. Discussion ensued and there were no concerns with the amendments to the agreement. Our Council was questioning the relevance of a couple Acts in the Agreement which were to be checked into by Fire Board Member Wade Mills.

Moved by Elliott, Seconded by Hannon that the Council of the Township of Melancthon direct the Mayor and Clerk to sign the Shelburne and District Fire Board Agreement as amended and included in the Fire Board Agenda of May 1, 2018 following confirmation of the existence and relevance of the Municipal Arbitrations Act, RSO 1980, c. 304 and c. 25 referenced in Section 17. Carried.

### **2. Unfinished Business**

#### **1. Township Signage**

Councillor Webster provided some sample designs of signs and passed them around for Council to look at. He estimates we will need approximately 11 signs – two on County Road 124, two on Highway 10, three in Horning's Mills, two in Riverview and two in Corbetton. Discussion about signs for the Horning's Mills Park, Corbetton Park. If any member of Council would like to see signs in other locations, send them to the CAO/Clerk. Councillor Webster will work with Staff on this.

## **Delegations**

None for this meeting.

## **Closed Session**

None for this meeting.

## **Third Reading of By-laws**

Moved by Besley, Seconded by Hannon that By-law 23-2018 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 for this meeting.

## **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 May 17, 2018 and it be given the required number of readings. Carried.

## **Adjournment and Date of Next Meeting**

7:08 p.m. - Moved by Besley, Seconded by Hannon that we adjourn Council to meet again on Thursday, June 7, 2018 at 5:00 p.m. at the Horning's Mills Community hall or at the call of the Mayor. Carried.

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MAYOR

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CLERK