

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

The Council of the Corporation of the Township of Melancthon held a meeting on the 19<sup>th</sup> day of July, 2018 at 5:00 p.m. 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 with prior notice given. Denise Holmes, CAO/Clerk and Wendy Atkinson, Treasurer/Deputy Clerk were also present, as well as Chris Jones, Township Planner and Craig Micks, Director of Public Works for their respective sections. Mayor White presided and called the meeting to order.

### **Announcements**

Councillor Besley announced that the 53<sup>rd</sup> Annual Honeywood Beef BBQ was being held this Saturday (July 21<sup>st</sup>) at the Honeywood Arena and dinner would be served from 5:00 - 7:30 p.m. There are approximately 100 volunteers involved in this great Community event.

### **Additions**

None.

### **Deletions**

None.

### **Approval of Agenda**

Moved by Besley, Seconded by Elliott 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 Hannon, Seconded by Besley that the minutes of the Council meeting held on July 5, 2018 be adopted as circulated. Carried.

### **Business Arising from Minutes**

None.

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

None.

### **Public Question Period**

No questions asked.

### **Public Works**

#### **Road Counter Report for 8<sup>th</sup> Line NE between County Road 9 and Sideroad 240**

The report was reviewed and Staff were directed to send this to the Dufferin OPP and to the Police Services Board.

Eager Beaver Bicycle Ride/Race - August 11, 2018

Council had no concerns with this year's Bicycle Ride/Race and to advise Mr. Marshall of same.

Other

Craig provided Council with two quotes for the pulverization of a portion of the 4<sup>th</sup> Line NE from just north of 240 Sideroad to County Road 21. The quotes were from:

1. Claussen Farms Custom Farming Inc. - \$10,311.25 including HST
2. Roto-Mill - \$19,629.46 including HST

Moved by Elliott, Seconded by Besley that the Township of Melancthon accept the quote of Claussen Farms Custom Farming Inc. to pulverize the 4<sup>th</sup> Line north of County Road 9 to County Rod 21. Quote total is \$10,311.25 incl. HST and work is to be done in 20 hr. stated and that this time be continuous work days until complete. This complies with the Township of Melancthon procurement by-law. Carried.

**Planning**

Applications to Permit

Chris Jones reviewed the following applications that were listed on the spreadsheet but they were not approved.

- Blair MacDonald - Lot 3, Plan 332, Basement Renovation – Chris Jones advised that this appears to be a secondary unit and a zoning by-law amendment would have to be applied for
- Manessa Martin - Lot 245-246, Concession 3 SW - addition to existing building and power room - this use is not permitted under the zoning by-law and Mr. Martin must apply for a change of use certificate.

Chris Jones approved the permit for Ken Copeland on Part of Lot 276, Concession 1 NE from the last Council meeting as he brought in his building plans to be approved.

Also, Sharon Morden of Feral Cat Rescue submitted a new building permit application on the East Part of Lot 5, Concession 3 OS as she had to change the location of the buildings due to the location of the septic system.

Unfinished Business

Annable ZBA

Mr. Annable submitted his parking proposal which was reviewed by Chris Jones. Chris advised that he is comfortable with the plan but suggested that Craig Micks, DPW, take a look at it before the zoning by-law amendment is passed. Staff were directed to place this matter on the next agenda.

**Police Services Board**

No new information.

**County Council Update**

Mayor White reported that the County Scholarship program which the late former Mayor Hill implemented at the County when he was Warden, was renamed the Bill Hill Memorial

Scholarship Fund. Mayor White advised that POA is still an issue.

## **Correspondence**

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

1. AMO Policy Update - New Ontario Government Takes Office
2. Dufferin County Press Release - Dufferin's Forest Continues To Grow
3. Dufferin County Press Release - Dufferin County has Stories to Tell
4. Upper Grand District School Board Long Term Accommodation Plan
5. AMO Policy Update - Ontario Governments's Speech from the Throne

Moved by Elliott, Seconded By Besley that Correspondence Items 1-5, for information purposes, be received as information. Carried.

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

1. Letter from R.J Burnside regarding Coutts Drainage Works Maintenance and Repair
2. Report from Wendy Atkinson - Elimination of Councillor's 1/3 Tax Free Allowance
3. Email from Karren Wallace - Shelburne Agricultural Society Requests Fair Board and Council Reach a Partnership for Mobility Mats

# 1 - Staff directed to send the notice out to those owners in the watershed area.

# 2 - Staff directed to bring a remuneration by-law back to the next meeting for approval.

# 3 - Moved by Hannon, Seconded by Besley that the The Municipality of Melancthon donate \$500.00 towards the purchase of roll-out mats to the Shelburne District Fair Board. And further, that it is understood in making this donation the municipality would be allowed the use of the mats from time to time for various events hosted by the Township. Carried.

Staff were directed to send the request of the Shelburne and District Agricultural Society to the Horning's Mills Cemetery Board.

## **Delegations**

5:30 p.m. - Stacey Daub, CEO, Headwaters Healthcare Centre; Louise Kindree, Board Chair; Tom Reid, Chief, Paramedics County of Dufferin and Jennifer Hamilton, Senior Communications & Stakeholder Engagement Partner, Headwaters Health Care Centre attended Council. Ms. Daub spoke to the Presentation in the Agenda package. The group had two requests. The first was to write a letter to the Minister of Health and Sylvia Jones, MPP advocating for medium sized hospitals as they are underfunded. The second was the Imagine Headwaters Campaign. The goal is to have 1,000 surveys completed by the community and it was asked if we could post a link on our website and get this out through social media. Staff were asked to put these two items on the next Committee of the Whole agenda for discussion and recommendation to Council.

5:55 p.m. - Council took a five minute break and then reconvened.

6:00 p.m. - Moved by Besley, Seconded by Elliott that we adjourn Council to go into Committee of Adjustment and reconvene as Council. Carried.

6:15 p.m. Council moved into General Business

## **New/Other Business/Additions - Request for Quotes - Amos and Gordon Drains**

Mayor White opened the quotes received:

**Amos**

1. Demmans Excavating - \$7,740.50 with HST
2. Glen Lundy - \$9,028.70 with HST
3. WD Tait Enterprises Limited - \$10,368.03 with HST

**Gordon**

1. Demmans Excavating - \$8,062.55 with HST
2. Glen Lundy - \$6,599.20 with HST
3. WD Tait Enterprises Limited - \$10,155.86 with HST

Staff were directed to provide the quotes to RJ Burnside and Associates for review and recommendation.

**Other**

**Unfinished Business**

**By-law to Authorize a Fire Agreement - Shelburne and District Fire Department**

Deferred. Meeting to be held with Senior Staff of other municipalities in the Fire area on July 25, 2018.

**AMO - Main Street Revitalization Program - Discussion on other projects under the funding program**

Discussion ensued on the program and the CAO/Clerk explained that AMO has started to release cheques to municipalities who have completed all requirements under the Agreement. The Township has yet to file a Schedule D and this is where the Municipality is to indicate what the money will be used for. The Township has allocated approximately \$10,000.00 for gateway signage and has approximately \$30,000.00 left to spend and she recommended that the money be used to pave the parking lot beside the Horning's Mills Hall. Staff were directed to obtain a quote from Coppertone as they will be doing the shoulders in Horning's Mills. It was also mentioned about paving the parking area in the Corbetton park.

Mayor White also suggested that we could use some of the money to place additional signage in the Hamlets regarding the fire rating (bans) signs.

6:28 p.m. - Council moved back into Committee of Adjustment and at 6:30 p.m. adjourned Committee of Adjustment and reconvened back into Council.

6:30 p.m. - 7:00 p.m. - As there was no further Council business, Council took a break until the Delegation scheduled for 7:00 p.m.

**Closed Session**

7:00 p.m. Jocelyn Meekins from Ward & Uptigrove was in attendance for the presentation of the Township's Compensation Review Program. Moved by Elliott, 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: Labour relations or employee negotiations - review of the Compensation Review Report and Delegation of Ward & Uptigrove and personal matters about an identifiable individual, including municipal or local board employees - Verbal update from CAO regarding Property Standards Complaints Horning's Mills. Carried.

7:50 p.m. - Moved by Besley, Seconded by Elliott that we rise from Closed Session with report. Carried.

Moved by Besley, Seconded by Hannon that with regards to the Compensation Review Report prepared and presented by Ward & Uptigrove, dated July 19, 2018, the CAO/Clerk be directed to:

1. Implement the recommended 2018 Pay Grid effective August 1, 2018, Appendix A
2. Implement the Pay Administration Policy, Appendix B
3. Communicate the results of the Report to Staff

Carried.

**Third Reading of By-laws**

Not required.

**Notice of Motion**

None for this meeting.

**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 of the Corporation of the Township of Melancthon at its meeting held on July 19, 2018 and it be given the required number of readings. Carried. By-law numbered 40-2018.

**Adjournment and Date of Next Meeting**

7:54 p.m. - Moved by Besley, Seconded by Hannon that we adjourn Council to meet again on Thursday, August 16, 2018 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK