

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a meeting on the 17th day of January, 2019 at 5:00 p.m. in the Council Chambers. Mayor D. White, Deputy Mayor D. Besley, Councillor W. Hannon, Councillor M. Mercer and Councillor D. Thwaites 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

None.

Additions

CAO - Fuel Tender - under Public Works

Deletions

Deputy Mayor Besley - NDCC Budget - requesting deferral

Approval of Agenda

Moved by Thwaites, Seconded by Hannon 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 Mercer, Seconded by Besley that the minutes of the Council meeting held on December 20, 2018 be approved as circulated. Carried.

Moved by Thwaites, Seconded by Hannon that the minutes of the Committee of the Whole meeting held on November 15, 2018 be accepted as circulated. Carried.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

Nothing for this meeting.

Public Question Period

A question was asked if Dufferin County was on the list of municipalities to be reviewed by the Province. The answer was no.

Public Works

1. Report from Denise Holmes, Secretary, Roads Sub-Committee Recommendations from January 9, 2019 meeting

Deputy Mayor Besley who is Chair of the Roads Sub-Committee reviewed the report and

went through each item in the Report.

Moved by Besley, Seconded by Mercer that Council approve the Terms of Reference established for the Township of Melancthon Roads Sub-Committee, as presented. Carried.

Moved by Hannon, Seconded by Thwaites that the Asset Management Plan prepared by R.J. Burnside and Associates dated May 25, 2017 be accepted as presented to Council on June 1, 2017. Carried.

Moved by Thwaites, Seconded by Hannon that Council direct Staff to include the following in the 2019 Operating and Capital Budget for consideration during budget deliberations:

1. \$20,000.00 - Structure 2021 - Short term repairs and Engineering Costs
2. \$150,000.00 - Equipment Replacement Reserve Fund
3. \$200,000.00 - Roads Reserve Fund
4. \$20,000.00 - Ditching Program

Carried.

2. Other

Addition: Birds Fuel Tender

Staff advised Council that Birds Fuel has let the Township run out of fuel on two occasions and is not leaving the delivery tickets so Staff have no proof that the fuel was delivered and require these tickets for payment. The fuel is being delivered on weekends when Staff are not here and Craig has advised the Sales Manager on several occasions that he wants the fuel delivered through the week. Staff were directed to contact the Township Solicitor to discuss the Township's options. A strongly worded letter was also an option to be signed by the Mayor.

Planning

Chris Jones, Township Planning Consultant was in attendance.

1. Applications to Permit

Chris asked for deferral of the two applications from Joseph Martin - Lot 23, Concession 5 SW for a workshop and house. The applicant has to apply for a change of use certificate before the shop application is approved and there was an issue with the house plans that required clarification. Once clarified Staff can approve the house permit.

2. Notice of Intent to Pass By-law - Being a By-law to authorize the execution of a Consent Agreement between James Edgar Bone and Susan Mary Bone and The Corporation of the Township of Melancthon

Chris explained to Council that the execution of the Consent Agreement is a condition of the severance application. This will be passed later in the meeting.

3. Other

Chris spoke to the proposed amendments to the Growth Plan which were released on January 15, 2019. He will prepare a memo or a PowerPoint Presentation on the proposed amendments. He said with regards to the agricultural mapping system, it appears that we have our rural/ag split back again

Police Services Board

Next meeting is February 21, 2019 at 10:00 a.m.

County Council Update

Mayor White advised that the 2019 draft budget was presented at the meeting and there is a 7% increase but did note that this was the first draft. Growth is 1.9%. Mayor White also advised he would be attending the Western Warden's Caucus tomorrow and topics on the Agenda include: SWIFT Program, Amalgamation and Bill 66.

Correspondence

***Board & Committee Minutes**

1. Shelburne Public Library - November 20, 2018

Moved by Hannon, Seconded by Thwaites that Item No. 1 of the Board and Committee Minutes correspondence be received as information. Carried.

*** Items for Information Purposes**

1. Email from Jennifer Willoughby - Town of Shelburne Planning Circulation - 124 Owen Sound Street
2. Email Eowyn Spencer - GRCA General Membership Attendance - 2018
3. NVCA Board Meeting Highlights December 14, 2018
4. Dufferin County Press Release - Join In Dufferin
5. MPAC 2018 Year-End Assessment Report
6. Letter from R.J Burnside - Drainage Superintendent Services Oct 1, 2018 - Dec 31, 2018
7. AMO Policy Update - At Queen's Park Summary of 2018 Completed Legislation
8. GRCA Current December 2018
9. RLB Chartered Professional Accountants - 2018 Audit Plan
10. AMO Policy Update - Financial Risks for Property Taxpayers and Municipal Budgets
11. NVCA Board Orientation Session
12. Grand River Conservation Authority Strategic Plan 2019-2021

Moved by Besley, Seconded by Mercer that correspondence items 1-12, for information purposes, be received as information. Carried.

Delegations

5:30 p.m. - Tom Pridham, P.Eng., RJ Burnside and Associates, Gavin Bergsma, RJ Burnside and Associates and Jeff Demmans, Demmans Excavating attended Council regarding the Amos Drainage Works. Mr. Pridham explained the overage in the tendered amount on the drain – one of them being a road culvert which should have gone in the tender and the other was the removal of dirt away from a residential property adjacent to the drain. It was suggested that there be a \$1,500.00 contingency fund worked into the tender going forward, for drain maintenance, so that this doesn't happen again

Moved by Thwaites, Seconded by Hannon that Council authorize payment to RJ Burnside and Associates for the Amos Drainage Works of \$1,322.50 plus HST and \$1,300.00 plus HST. Carried.

5:45 p.m. - Karren Wallace, Chair, NDACT, as well as Ralph Armstrong, Carl Cozack, Nanci Malek for support, attended Council to provide an update to the new Council on NDACT activities and next steps. Ms. Wallace spoke on Bill 66, Restoring Ontario's Competitiveness Act and requested Council to submit comments on the Bill by the January 20, 2019 submission date. It was also requested that Council pass the motion that was attached to Ms. Wallace's presentation. Discussion ensued on the matter and the passing of a motion was deferred to the February 7th meeting. Mayor White asked Staff to include the Town of Aurora motion in the package.

6:00 p.m. - K.G. (Ken) Kee, Sergeant, Municipal Policing Bureau Specialist, OPP and Detachment Commander Nicol Randall, Dufferin OPP attended Council regarding the OPP Contract Renewal. Council had requested that the contract be for a term of six years. Discussion regarding the option of having a dedicated Traffic Officer for Melancthon and Sgt. Kee advised that if Council decided to do this, then the contract could be opened at any time and amended. Councillor Thwaites had provided some questions prior to the meeting and those were reviewed/answered/discussed during the Delegation. The By-law to enter into the contract will be passed later in the meeting.

6:40 p.m. Council took a break and reconvened at 6:50 p.m.

*** Items for Council Action**

1. Report from Denise Holmes - 2020 Council Meeting Schedule
2. Email from Greg Brodhagen regarding dog tag being added to taxes
3. Shelburne & District Agricultural Society request for donation for 152nd Fall Fair
4. Health and Safety Policy Statement
5. Email from Heather Boston - NDCC Budget 2019
6. Report from Denise Holmes - 2019 Development Charge Background Study and By-law Update

1. Moved by Besley, Seconded by Mercer that Council confirm the 2020 Council meeting dates on the "Melancthon Council Meeting Schedule - 2020" noting that Council can always add additional Committee, special, public and/or emergency meetings during the year as required. Be it further resolved that Council hold one day meeting (1st Thursday starting at 9:00 a.m.) and one evening meeting (3rd Thursday starting at 5:00 p.m.) for the months of February, March and April 2019 with a further review of the meeting schedules (2019 & 2020) in April, 2019 for Council meetings going forward. Before Mayor White called for the vote, discussion ensued on the Report and Staff also asked about the possibility of going to one meeting per month? The motion was tabled until February 7, 2019 to give the Council members some time to think about this.

2. Staff were directed to respond to Mr. Brodhagen and advise him that they would not be removing the fee from his taxes as Council was upholding the Canine By-law. The revenue from the dog tags helps offset the costs of canine control.

3. Deputy Mayor Besley declared a pecuniary interest on this matter as he is a Life Member of the Shelburne Agricultural Society and therefore did not participate in the discussion or the vote:

Moved by Thwaites, Seconded by Hannon that Council has considered correspondence from the Shelburne and District Agricultural Society dated December 29, 2018 and hereby gives a grant of \$500.00 towards the 152nd Shelburne Agricultural Society Fair. Discussion ensued on the motion and a friendly amendment was made to increase the contribution to \$750.00 as per the request from the Agricultural Society. After the friendly amendment, Mayor White reread the motion: Moved by Thwaites, Seconded by Hannon that Council has considered correspondence from the Shelburne and District Agricultural Society dated December 29, 2018 and hereby gives a grant of \$750.00 towards the 152nd Shelburne Agricultural Society Fair. Carried.

4. Moved by Thwaites, Seconded by Hannon that Council direct the Mayor, CAO/Clerk and Health and Safety Representative to sign the Health and Safety Policy for 2019. Carried.

5. Moved by Besley, Seconded by Mercer that the Report of Denise Holmes, CAO/Clerk be received and that Council approve the proposal submitted by Watson and

Associates Economists Ltd., in the amount of \$26,700.00 + HST, for the preparation of the 2019 Development Charges Background Study and By-law Update. And further that Council procures this service as per Section 5, Schedule B of Procurement By-law 57-2004 as Watson and Associates have prepared the Township's Development Charge Study and By-law Updates in 2009 and 2014 and have privileged and historical information already on file for those updates. Carried.

General Business

1. Notice of Intent to Pass By-laws

Borrowing By-law

Moved by Thwaites, Seconded by Hannon that leave be given to introduce a By-law to authorize the borrowing of monies, to meet, until taxes are collected, the expenditures of the municipality and it be hereby read a first and second time. Carried. By-law numbered 1-2019 and read a first and second time.

By-law to provide for the levy and collection of rates or levies required for the Township of Melancthon for the Interim levy for the year 2019 and to provide for the mailing of notices demanding payment of taxes for the interim levy for the year 2019

Moved by Besley, Seconded by Mercer that leave be given to introduce a By-law to provide for the levy and collection of rates required for the Interim Levy for the year 2019 and it be hereby read a first and second time. Carried. By-law numbered 2-2019 and read a first and second time.

By-law to authorize the execution of the agreement between the Ministry of Community Safety and Correctional Services on Ontario and The Corporation of the Township of Melancthon for the Provision of Police Services under Section 10 of the Police Services Act.

Moved by Thwaites, Seconded by Hannon that leave be given to introduce a By-law to authorize the execution of the Agreement between the Ministry of Community Safety and Correctional Services of Ontario and the Corporation of the Township of Melancthon for the provision of Police Services under Section 10 of the Police Services Act, RSO 1990, c.P.15 and it be hereby read a first and second time. Carried. By-law numbered 3-2019 and read a first and second time.

Planning - Consent Agreement - Bone

Moved by Mercer, Seconded by Besley that leave be given to introduce a By-law to authorize the execution of a Consent Agreement between James Edgar Bone and Susan Mary Bone and the Corporation of the Township of Melancthon and it be hereby read a first and second time. Carried. By-law numbered 4-2019 and read a first and second time.

Report from Denise Holmes - Municipal Law Enforcement Services and passing of By-law to authorize the execution of an Agreement between the Corporation of the Township of Melancthon and the Corporation of the Town of Shelburne

Moved by Hannon, Seconded by Thwaites that leave be given to authorize the execution of an Agreement between the Corporation of the Township of Melancthon and the Corporation of the Town of Shelburne for Municipal Law Enforcement Services and it be hereby read a first and second time. Discussion regarding the Report/Agreement and the wording in Section 6 was amended to read: "The Town agrees to be retained solely by the Township on all municipal law enforcement matters within the Township unless otherwise authorized by the Township". Staff advised that the Town had already passed the Agreement at its Council meeting on January 14, 2019. By-law numbered 5-2019 and read

a first and second time.

Accounts

The Treasurer presented the accounts in the amount of \$31,156.06. Moved by Besley, Seconded by Mercer that the general accounts be approved as presented by the Treasurer. Carried.

New/Other Business/Additions

2019 Spring/Summer Newsletter (Draft)

A suggestion was made about including information in our newsletter about recreation facilities that the Township supports.

NVCA Board of Management Appointment

Rescind Motion # 17 from the December 6, 2018 Council meeting which appointed Mayor White to the Board & 2. Motion to appoint Councillor Mercer to the NVCA Board of Management

Moved by Thwaites, Seconded by Hannon that Motion #17, attached, from the December 6, 2018 Council meeting appointing Mayor D. White to the Nottawasaga Valley Conservation Authority Board of Directors for the 2019-2022 term be rescinded effective January 31, 2019. Carried.

Moved by Besley, Seconded by Thwaites that effective February 1, 2019, Council appoint Councillor Margaret Mercer to the Nottawasaga Valley Conservation Authority Board of Directors until December 31, 2019. Carried.

Properties in the Township with residences that are abandoned/damaged beyond repair - Councillor Thwaites

Councillor Thwaites provided some pictures to Council that he had taken of abandoned homes in the Township. It was suggested that a letter be sent to the property owners asking what the plan is with regards to the abandoned/damaged home on the property and inviting them to remedy the problem. Concerns were raised as to whether or not Council should be initiating this and a suggestion that it should apply to all abandoned/damaged homes in the Township if we were going to pursue this.

Property Standards By-law 31-2018 - Review - Councillor Thwaites

Moved by Thwaites, Seconded by Besley that 1. Staff be directed to prepare an Amendment to By-law 31-2018 to address the deficiencies in Section 31 of said By-law for Council consideration at its next Council meeting and 2. Staff undertake a review of By-law 31-2018 for purposes of making recommendations to Council on any revisions to said By-law. Carried.

Councillor Thwaites suggested that Staff do a review of all By-laws which led to a discussion about Council pursuing the review in a Committee of the Whole setting, as this would be a huge undertaking for Staff but that Staff could bring forward what By-laws should be reviewed. Staff were directed to place this item on the next Agenda for further discussion.

Direction from Council regarding monies received from sale of Property in Corbetton

Council directed that the monies from the sale of the property in Corbetton be placed in a Park Reserve Fund.

Unfinished Business

1. By-law to appoint a Board of Management for the Horning’s Mills Community Hall
2. By-law to appoint a Board of Management for the Horning’s Mills Cemetery
3. By-law to appoint a Board of Management for the Corbetton Community Park
4. By-law to appoint a Board of Management for St. Paul’s Cemetery

All of the above were deferred. The Board of Management is meeting on January 29th regarding the Board members and Mayor White advised that the Corbetton Park By-law can be dealt with at the next meeting.

Third Reading of By-laws

Moved by Besley, Seconded by Mercer that By-laws 1-2019, 2-2019, 3-2019, 4-2019 and 5-2019 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 Thwaites 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 January 17, 2019 and it be given the required number of readings. Carried. By-law numbered 6-2019 and given the required readings.

Adjournment and Date of Next Meeting

7:55 p.m. - Moved by Mercer, Seconded by Besley that we adjourn Council to meet again on Thursday, February 7, 2019 at 5:00 p.m. or at the call of the Mayor. Carried.

MAYOR

CLERK