

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a meeting on the 21st day of February, 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

Mayor White - International Plowing Match
Councillor Thwaites – Horning's Mills Hall Board

Deletions

None.

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 February 7, 2019 be approved as amended. Carried. Typo in minutes and wording clarified under New/Other Business – Item 2.

Business Arising from Minutes

None.

Public Question Period

No questions asked.

Public Works

1. Report of Denise Holmes - Recommendations from the Roads Sub-Committee Meeting held on February 13, 2019

The Report was reviewed by Roads Sub-Committee Chair Dave Besley and the following motions introduced and passed:

Moved by Thwaites, Seconded by Hannon that Staff be directed to bring a By-law to the next meeting amending Section 5 of By-law No. 49-2015 – By-law to Provide for Reduced Load Periods within the Township of Melancthon and to Provide for Exemptions and include: (f) Hydro One emergency vehicles. Carried.

At this time, the CAO read out information received from Chris Knechtel, R.J. Burnside and Associates regarding the speed limit reduction on the 3rd Line and how it changes the recommendation of the guide rail.

Moved by Besley, Seconded by Mercer that Staff be directed to bring a By-law back to the next meeting reducing the speed limit on the 3rd Line north from Highway 10 to the first property north of Structure 2003 on the east side, to 40 km/hour. Carried.

Moved by Hannon, Seconded by Thwaites that Staff be directed to include \$10,000.00 in the 2019 Roads Budget for patch paving of the 2nd Line SW from 300 SR to Highway 89. Carried.

During this time, the CAO also provided information to Council from Chris Knechtel, R.J. Burnside and Associates regarding Structure 2003 and the impact on the culvert from the pond upstream.

2. Road Management Plan Work Plan prepared by R.J. Burnside and Associates - Approval to Proceed

Moved by Thwaites, Seconded by Hannon that the Council of the Township of Melancthon approves the Road Management Plan – Work Plan Proposal prepared by R.J. Burnside and Associates in the amount of \$45,000.00 + HST. Carried.

3. Other

Nothing for this matter.

Planning

Chris Jones was in attendance for this matter.

1. Applications to Permit

The application of Joseph Martin for a workshop with power room on Lot 23, Concession 5 SW was approved as the Change of Use Certificate on this property has been approved (this matter was listed on the building permit application spreadsheet for the February 7, 2019 meeting but deferred).

2. Other

Chris updated Council on the Growth Plan Session he attended last Thursday. The consultation period ends on February 28th and he recommends that comments be sent to the Ministry, which he has drafted in a letter to be signed by Mayor White. He advised Council of the comments and Council concurred and directed the letter to be sent. A copy will be provided to Council.

Police Services Board

Councillor Thwaites, who is the new Chair of the Police Services Board, advised that a meeting was held yesterday. All members were sworn in, including new public member Alan Blundell. Topics discussed included the cannabis letter that is in today's agenda package. This matter has been referred to the Joint Police Services Board meeting on April 2nd to get input from other Boards on how they will be spending the funding received. The Board reviewed a Community Safety and Well Being Report which has been referred to Council and will be in the next package, they received a report on the Black Cat box for 2nd Line SW and will be targeting 2nd Line SW in the spring and changes were recommended to

the Policing website which were completed today.

County Council Update

Mayor White spoke to the County meeting held on February 14, 2019. The budget has been passed with a 1.9% (after growth) increase. There was a Delegation from Tom Reid, Dufferin County Ambulance with a demonstration on external defibrillator as it is Heart Month. Mayor White advised that the County is doing video updates on YouTube after every Council meeting – he also spoke on the living fence YouTube video and the International Plowing Match was supported in principle and he will speak more to this later in the meeting.

Correspondence

*Board & Committee Minutes

1. Roads Sub-Committee Meeting held on January 9, 2019

Moved by Besley, Seconded by Mercer that the Board and Committee Minutes Correspondence Item No. 1 be received as information. Carried.

* Items for Information Purposes

1. Letter from Ministry of Finance - Ontario Cannabis Legalization Implementation Fund - Second Payment

Discussion ensued on this matter about how to spend the funding allocation of \$5,000.00. A suggestion was made that perhaps all of the Townships could combine their funding and come up with something for the County as a whole.

* Items for Council Action

1. Protection of Natural Vegetation and Tree Canopy Policy
2. Pregnancy and Parental Leave for Members of Council Policy
3. Shelburne and Public Library 2019 Budget
4. Mulmur Melancthon Fire Department 2019 Budget

1 - Moved by Besley, Seconded by Mercer that Council approve the *Protection of Natural Vegetation and Tree Canopy Policy* as presented. Carried.

2 - Moved by Thwaites, Seconded by Hannon that Council approve the *Pregnancy and Parental Leave Policy for Members of Council* as presented. Carried.

3 - Moved by Mercer, Seconded by Besley that Council approve the Shelburne Public Library Budget 2019, as presented, with Melancthon's levy being - \$54,831.00. Carried.

4 - Moved by Hannon, Seconded by White that Council approve the Mulmur Melancthon Fire Department Budget with Melancthon's levy being \$103,363.00. Before Mayor White called for the vote, he asked if there was any discussion regarding the budget. Councillor Thwaites, who sits on the Board as the Melancthon Representative, raised concerns that there is a \$37,000.00 operating surplus and according to the fire agreement, the surplus should be applied to this year's levy, but the Fire Board passed a motion to put the surplus into reserves – which goes against the Agreement. Discussion ensued and consensus of Council was that the surplus be deducted from the levy. Mayor White called for the vote and the motion was lost.

Moved by Thwaites, Seconded by Hannon that Council approve the Melancthon-Mulmur Fire Board for 2019: Operating Levy of \$38,554.90 and capital levy of \$56,250.00 = \$94,804.90. Carried.

Delegations

5:45 p.m. - Marci Lipman - Headwaters Food and Farming Alliance attended Council, at the invitation of Council, regarding the funding request for the Headwaters Farm Fresh Food Guide. She spoke on the map which is a tool to connect consumers with their local food producers and explained that the funding request is so that more maps can be produced for distribution – currently the map is circulated in the “In The Hills” magazine. There are two properties from Melancthon on the map. Council thanked her for her presentation and said they would discuss the funding request later in the meeting.

6:25 p.m. - Council took a break and reconvened at 6:40 p.m.

General Business

NDCC Budget - 2019

With the approval of Council, the NDCC Budget – Item No. 14.4.4 was moved up for discussion at this time. Deputy Mayor Besley spoke to the budget and updated Council on the Arena activities regarding hockey, figure skating, tournaments, buck and doe bookings, etc. The budget is currently showing a \$30,142.00 deficit which has to be funded by Mulmur and Melancthon Townships. There was discussion regarding a full time arena manager which would not happen until 2020, if that was to go forward. The Township of Mulmur has changed its billing system so that should improve cash flow. Several questions were raised including where the start up amount of \$20,000.00 from each municipality went and where this was recorded in the budget, as it did not appear to be showing. Deputy Mayor Besley asked Council members to forward their questions to him for the next NDCC meeting.

Moved by Thwaites, Seconded by Hannon that Council approve the NDCC 2019 Budget Melancthon Grant of \$55,303 to be designated as a NDCC Grant Reserve until such time as the NDCC Board has provided Melancthon Council with satisfactory detailed answers to financial queries. Carried.

7:13 p.m. - Moved by Thwaites, Seconded by Hannon that we adjourn Council to go into Committee of the Whole and reconvene as Council. Carried.

Council reconvened from Committee of the Whole at 7:37 p.m. and took a break. Council reconvened at 7:51 p.m.

1. 2019 Capital and Operating Budget - 2nd Draft

Wendy Atkinson, Treasurer reviewed her report with Council regarding the changes made at the February 7, 2019 meeting. Councillor Thwaites inquired about the reserve funds and if some of the smaller reserves could be transferred out such as the bridge and police services to the general account. It was noted that \$5,000.00 too much had been transferred to the Mulmur Melancthon Recreation Capital Reserve Fund, so that could be transferred back out to the general funds to reduce the budget increase. The CAO advised that if Council wished to send the budget back to Staff, they could look at the Tax Rate Stabilization Reserve Account and figure out the amount of money required to be transferred to bring the budget to a 3% increase. Council concurred. As there were no further questions of Council, Mayor White asked the members of the public gallery if they had any questions about the budget. Harvey Lyon raised a concern regarding the use of calcium chloride on the 4th Line NE and wanted to know the percentage combination of the mix of asphalt and gravel on that road after the pulverization, as he felt that the calcium did not work last year. He suggested that we may want to inquire with someone other than the supplier regarding his concern. It was noted that two members of Council and two Staff members were attending OGRA and would inquire there.

Moved by Thwaites, Seconded by Hannon that Council direct the Treasurer to transfer the Bridge Reserve Fund, Police Services Board Reserve Fund and \$5,000.00 of the Mulmur Melancthon Recreational Capital Reserve Fund to general accounts and to transfer from the Tax Rate Stabilization Reserve such amount as necessary to bring the budget to a 3% increase. Carried.

2. Notice of Intent to Pass By-law (if Budget is approved)

1. Being a By-law to Adopt the Estimates of all Sums Required during the year and to Strike the Rates of Taxation and to further provide for penalty and interest in default of payment thereof for the year 2019

Deferred to the next meeting.

3. New/Other Business/Additions

Conferences/Training for Council - Clarification/Direction and Policy Discussion (Councillor Thwaites)

Discussion ensued on this matter and questions on what is eligible under the spending limit for Conferences. It was suggested that a written policy be brought back to the next meeting. The following to be included in the \$1,500.00, which is to be allocated per Council member, in the budget: registration, accommodation, travel/mileage and meals. It was suggested for those not wanting to attend a conference, they could use the monies for continuing education. It was noted that the new Councillor training was not included in the \$1,500.00. If a Council member does not use the allocated \$1,500.00 it will not be carried over to the next year. Any costs over the \$1,500.00 are the responsibility of the Council member.

Addition - Councillor Thwaites - Horning's Mills Hall Board

Councillor Thwaites advised that his schedule would allow for him to sit on the Horning's Mills Hall Board and he has spoken with Deputy Mayor Besley about this. Staff to bring a by-law back to the next meeting to amend the Board Appointment By-law.

Addition - Mayor White - International Plowing Match

Mayor White updated Council on the Delegation to County Council on February 14th about Dufferin County hosting the 2020 IPM. County Council has supported this matter in principle, however there are still lots of questions that need answers, as Staff had a number of concerns. The IPM brings in 80,000 people; there are 1,200 volunteers that are required and 1,000 acres is needed. It was advised that most places have three years to prepare but Dufferin County has less than 18 months. Mayor White advised that there is a meeting tomorrow morning on this matter.

4. Unfinished Business

1. Submission of Draft Property Standards By-law (Councillor Thwaites)

It was noted that this draft By-law addresses the deficiencies in the current By-law. A question was asked if Council as a whole would be sitting as the Property Standards Appeal Committee? Discussion ensued and the consensus of the majority of Council was that yes, Council would be the Appeal Committee. Staff asked about the current Appeal Committee that was appointed in December 2018 and it was advised that as soon as the current By-law was repealed, they would no longer be required.

Councillor Mercer advised that she would like to see a couple extra clauses in the By-law

dealing with homes that had been damaged by fire, storm or other causes and unfinished structures. Councillor Mercer to provide the wording to Staff to be incorporated into the By-law for consideration.

2. Draft Letter for Property Standards By-law (Councillor Thwaites)

Councillor Mercer suggested that if a Councillor or Councillors had complaints, they could file the complaint with Township Staff. Then discussion lead to reasons that these houses may be left standing, and questions on development charges. The matter was further deferred.

3. 2020 Council Meeting Schedule (tabled motion from January 17, 2019)

Staff recommended having one meeting in January, July, August and December – with December being a day meeting. Staff will bring an amended schedule to the next meeting and recommended that the motion passed on January 17, 2019 be withdrawn so that the new schedule can be passed.

5. NDCC Invoice (removed from Accounts - February 7, 2019)

Staff were directed to pay the invoice.

6. OPP - FTE Officer - Discussion

Staff to put this on the April 4, 2019 Agenda for further discussion.

7. Review of Other By-laws

Deferred.

8. Bill 66

Council would like more of an analysis from the Township's Planner regarding how Bill 66 could contradict the Township's Official Plan – as was mentioned at the February 7, 2019 Council meeting.

Other

During this time, Council decided that they were not going to support the funding request from the Headwaters Food and Farming Alliance for extra mapping, as there are only two farmers on the map for Melancthon Township.

Closed Session (if required)

Did not move into Closed Session during this Council meeting.

Third Reading of By-laws (if required)

Not required.

Notice of Motion

None for this meeting.

Confirmation By-law

Moved by Besley, Seconded by Mercer 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 February 21, 2019 and it be given the required number of readings.

Carried.

Adjournment and Date of Next Meeting

9:29 p.m. - Moved by Thwaites, Seconded by Hannon that we adjourn Council to meet again on Thursday, March 7, 2019 at 1:00 p.m. or at the call of the Mayor. Carried.

MAYOR

CLERK