

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

The Council of the Corporation of the Township of Melancthon held a meeting on the 7<sup>th</sup> day of March, 2019 at 1:00 p.m. in the Council Chambers. Mayor D. White, Councillor W. Hannon (1:10 p.m.), Councillor M. Mercer and Councillor D. Thwaites were present. Deputy Mayor D. Besley was absent with prior notice given. Denise Holmes, CAO/Clerk was also present. Mayor White presided and called the meeting to order.

### **Announcements**

None.

### **Additions**

- Mayor White - Southgate (Dundalk) Fire Department
- Councillor Thwaites - update on Sylvia Jones, MPP Delegation
- Addendum to Agenda - By-law to amend By-law No. 8-2019 (Horning's Mills Community Hall Board of Management)

### **Deletions**

Item 14.3.4 - By-law is in Draft form under Unfinished Business and not being considered for passage at this meeting.

### **Approval of Agenda**

Moved by Thwaites, Seconded by Mercer 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 Thwaites that the minutes of the February 21, 2019 Council meeting be approved as circulated. Carried.

### **Business Arising from Minutes**

Councillor Mercer commented on the Budget and Financial Statements for the Mulmur-Melancthon Fire Department and suggested that on the Financial Statements there be a year to date print out provided which would shed some light on the expenses. Mayor White advised that it is not for the lack of understanding the statements, it's the way the books are done and they are done different than anywhere else.

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

n/a

### **Public Question Period**

No questions asked.

### **Public Works**

Craig Micks, Public Works Director was in attendance.

## Accounts

The accounts in the amount of \$158,611.05. Moved by Thwaites, Seconded by Hannon that the public works accounts be approved as presented. Carried.

## OGRA Conference Update

Craig provided information to Council on his thoughts on the conference and the sessions he attended.

## Other

Craig advised that he received a call from Hydro One and they have a hookup in Corbetton for a new home and they were looking for an exemption to the Half Loads By-law. Council had no issues as there would be limited use of the road.

## **Planning**

### Applications to Permit

Two applications were presented:

Levi Martin - Owner & Tobias Martin - Applicant - Lot 30, Concession 7 NE - power room and cattle barn/three silos/room for horses (20,424 square feet) - item deferred as the Planner requires more information on the application of the cattle barn.

Letter from Mayor Darren White to Christina Thomas, Senior Associate Growth Policy, Planning and Analysis Ontario Growth Secretariat

Nothing further on this.

## Other

Nothing for this.

## **Police Services Board**

Memorandum Report from Denise Holmes - Support for Community Safety and Well-being Planning

Discussion ensued about the Report. It was advised that the Police Services Board has asked that this matter be placed on the Joint PSB Agenda for the meeting on April 2, 2019. It was suggested that the Dufferin Municipal Officers Association place this matter on their Agenda for discussion and have one plan for the County.

Letter from Sylvia Jones - Community Safety and Well-being Planning Process

No action on the letter.

## **Committee Reports**

The following verbal reports were given:

Councillor Hannon - Shelburne Fire Board - March 5, 2019; Southgate Recreation - February 28, 2019

Councillor Mercer - Shelburne Library Board - February 19, 2019; NVCA - February 22, 2019

## Correspondence

### \*Board & Committee Minutes

1. Shelburne Public Library - December 18, 2018
2. Township of Melancthon Police Services Board - November 21, 2018

Moved by Mercer, Seconded by Thwaites that the Board and Committee Minutes Correspondence Items 1 & 2 be received as information. Carried.

### \* Items for Information Purposes

1. Email from Eowyn Spencer - Municipal Levy & Budget 2019 - GRCA
2. Headwaters Health Care Centre's Position on Ministry of Health and Long-Term Care's Announcement on New Long-Term Health Care Plan
3. Email from Jack Ammendolia - UGDSG and WCDSB Development Charge By-law Renewal - Stakeholder Information
4. Email from Eowyn Spender - Summary of the General Membership Annual General Meeting - February 22, 2019

Moved by Hannon, Seconded by Thwaites that Correspondence Items 1-4, for information purposes, be received as information. Carried.

### \* Items for Council Action

1. Council Conference and Continuing Education Policy
2. Email from Ilona Feldmann - Notice of Pre-consultation for the Grand River Source Protection Plan
  - 2.1 Email from Ryan Post - Notice of Pre-consultation for the Grand River Source Protection Plan
3. Email from Michelle Dunne - Provincial Offences Administration Space Update

# 1 - Moved by Mercer, Seconded by Thwaites that Council approve the ***Council Conference and Continuing Education Policy***, as amended. Carried. The following to be added to the expenses eligible for reimbursement: "Training and Resource Materials related to Council - i.e. Books".

# 2 & 2.1 - The CAO/Clerk suggested that Martin Keller, Source Protection Manager from the GRCA be invited to attend the next Council meeting to review the changes to the Source Water Protection Plan regarding Melancthon. Council concurred.

# 3 - no action on this item

## Delegations

2:00 p.m. - Councillor Margaret Mercer presented a PowerPoint Presentation on the Melancthon Township Strategic Plan to Council. She reviewed the identified priorities – five very broad areas and listed the Strategic Objectives and Action Items. She advised that the next steps would be to determine what objectives would fall under Staff and what ones would fall under Council and she was looking for updates to determine what has been done and look at what needs to be done. Mayor White went through each Strategic Objective and commented on the action that has been taken, is in the process or needs to be done. It was recommended that an annual report be completed on what has been done and it was suggested that on each agenda (first Thursday of the month) that the CAO would pick a section from the Strategic Objectives Section for discussion on the action items.

## General Business

### Accounts

The CAO/Clerk presented the accounts in the amount of \$96,162.62. Moved by Thwaites, Seconded by Hannon that the general accounts be approved as presented. A question was

raised regarding the Faskin, Martineau , Dumoulin LLP invoice for Integrity Commissioner Services and the CAO/Clerk was asked to follow up on it. The motion was then carried.

#### Report from Wendy Atkinson, Treasurer - Budget 2019 - Draft #3

The Report of the Treasurer was reviewed. There were no further questions or concerns from Council and members of the public were asked if there were any further questions regarding the budget. There were none. During this time, Councillor Thwaites advised that an issue was raised by the Dufferin Federation of Agriculture at an event on Tuesday (March 5, 2019) regarding reducing the farm tax ratio from .25% to .23% as farmers in Dufferin County are finding the farm taxes increasingly expensive and it was noted that farmers are the largest employer of the municipality. Mayor White advised that the General Government Services Committee put forward a motion to County Council to reduce the farm tax ratio from .25% to .23% and this will be considered at the next County Council meeting on March 14, 2019. The CAO/Clerk provided information to Council on the impact on the other tax classes if the ratio reduction is approved. It was also noted that the County Treasurer prepared a report on this matter in August of 2018. The CAO/Clerk recommended that the budget be approved in principle and that Council hold off passing the By-law (next item on Agenda) because if the ratio is changed, Staff will have to prepare a new By-law with new calculations. Council concurred and Staff will wait on the County's decision with respect to this issue.

#### Notice of Intent to Pass By-law

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.

#### By-law to Adopt a Code of Conduct for Members of Council & Members of Local Boards

Moved by Thwaites, Seconded by Hannon that leave be given to introduce a By-law to Adopt a Code of Conduct for Members of Council and Members of Local Boards and it be hereby read a first and second time. Carried. By-law numbered 11-2019 and read a first and second time.

#### By-law to Provide for Reduced Load Periods within the Township of Melancthon and to Provide Exemptions

Moved by Mercer, Seconded by White that leave be given to introduce a By-law to amend By-law 49-2015 (By-law to Provide for Reduced Load Periods within the Township of Melancthon and to Provide for Exemptions) and it be hereby read a first and second time. Carried. By-law numbered 12-2019 and read a first and second time.

#### New/Other Business/Additions

#### Report from Denise Holmes - 2019 and 2020 Council Meeting Schedule

Moved by Mercer, Seconded by White that Council suspend Section 4 of Procedural By-law 16-2015 to allow that the meeting schedule for 2019 and 2020 be approved as presented by the CAO/Clerk. And be it further resolved that Council can always add additional Committee of the Whole, special, public and/or emergency meetings during 2019 and 2020 as required in accordance with Section 6 of Procedural By-law 16-2015. Carried.

The motion tabled at the January 17, 2019 will be withdrawn at the next meeting, as Deputy Mayor Besley, who was the mover of the motion, was absent from this meeting.

Motion to rescind Motion #12 from February 21, 2019 Council meeting regarding Mulmur Melancthon Fire Board Budget as surplus amount incorrect and pass new motion regarding operating and capital levy

Moved by Hannon, Seconded by Thwaites that Council rescind Motion No. 12 from the February 21, 2019 Council meeting. Carried.

Moved by Thwaites, Seconded by Hannon that Council approve the Mulmur-Melancthon Fire Board Budget for 2019: Operating Levy of \$38,377.00 and Capital Levy of \$56,250.00 for a total levy of \$94,627.00. Carried.

Addition (Addendum to the Agenda)

By-law to Amend By-law 8-2019 passed in Open Council on February 7, 2019 (By-law to Appoint a Board of Management for the Horning's Mills Community Hall)

Moved by Thwaites, Seconded by Hannon that leave be given to introduce a By-law to amend By-law No. 8-2019 (By-law to appoint a Board of Management for the Horning's Mills Hall) passed in open Council on February 7, 2019 and it be hereby read a first and second time. Carried. By-law numbered 13-2019 and read a first and second time. Councillor Thwaites will now be the Council Representative on the Board in the place of Deputy Mayor Besley.

Sylvia Jones, MPP Delegation - Update (Councillor Thwaites)

The CAO/Clerk advised that MPP Jones' schedule is not going to permit her to attend a Council meeting due to her Legislative Session schedule. Discussion ensued and it was suggested to wait until the summer recess and Staff were directed to contact her office to inquire. Items to be discussed: taxation – CLTIP, Bill 66, Long Term Care/Health System, Agricultural mapping, Green Energy Act and the Shelburne Proposed By-pass.

Township of Southgate (Dundalk) Fire Department - Mayor White

Mayor White read out a Press Release issued by the Township of Southgate regarding the Fire Department which had been posted to Social Media. The CAO/Clerk was asked to contact the CAO of the Township of Southgate and find out what is going on as the Township has never been officially notified of the Fire Chief's resignation.

Unfinished Business

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

Councillor Mercer provided two clauses to be put in the By-law – one dealing with standards for unfinished buildings or structures and the other dealing with structures that have been damaged by fire, storm or other causes but only the latter one had been incorporated into the draft By-law. Councillor Thwaites explained that the “unfinished buildings/structures” would be addressed under the Building Code and therefore enforcement would be the responsibility of the County of Dufferin Building Inspector. When a building permit is issued by the County, the applicant has one year to complete the structure. Further discussion ensued and Staff were directed to send the draft By-law to the lawyer for review and to also ask if the matter regarding unfinished buildings/structures was enforceable by our Municipal Law Enforcement Officer. The section was left out pending comments from the Township's lawyer. The CAO/Clerk recommended that the draft By-law be sent to the Municipal Law Enforcement Officer at the Town of Shelburne for review and Council concurred.

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

No action – to be removed from Agenda until Property Standards By-law is passed.

NDCC Budget 2019

The CAO/Clerk provided an amended budget to Council with an Operating Reserve Continuity schedule at the bottom of the page to address the \$20,000.00 payment from both municipalities in 2018. The CAO/Clerk advised that the Treasurer of Mulmur advises that the monies are not actually part of the budget because it's going into a reserve which is a balance sheet item, not an income statement item. The CAO/Clerk was directed to contact the Board and advise that Council disagrees with this money sitting in a reserve and feels it should be used for operating expenses and therefore there wouldn't be a deficit to be funded for 2019.

Review of Other By-laws

Discussion ensued and the first By-law to be reviewed will be the Salvage Yard By-law No. 36-2011.

Bill 66

The CAO/Clerk advised that she would circulate the draft of Bill 66 to Council and would ask that Council please have their questions, concerns and comments ready for the Township's Planner for the March 21, 2019 meeting, as he will answer them at that meeting.

**Third Reading of By-laws**

Moved by Mercer, Seconded by Thwaites that By-laws 11-2019, 12-2019 and 13-2019 now be read 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 Thwaites, 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 March 7, 2019 and it be given the required number of readings. Carried. By-law numbered 14-2019 and read three times.

**Adjournment and Date of Next Meeting**

3:45 p.m. - Moved by Thwaites, Seconded by Hannon that we adjourn Council to meet again on Thursday, March 21, 2019 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK