

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

The Council of the Corporation of the Township of Melancthon held a meeting on the 4<sup>th</sup> day of April, 2019 at 1:00 p.m. in the Council Chambers. Mayor D. White, Deputy Mayor D. Besley, Councillor W. Hannon (1:10 p.m.), 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**

Councillor Thwaites - Request to move Item 15.5.3 to under Police Services Board

### **Deletions**

None.

### **Approval of Agenda**

Moved by Besley, Seconded by Thwaites 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 and indicated that declarations must now be submitted in writing.

### **Minutes**

Moved by Thwaites, Seconded by Besley that the minutes of the Council meeting held on March 21, 2019 be approved as circulated. Carried.

### **Business Arising from Minutes**

Staff advised that Sharon of Feral Cat Rescue was contacted regarding the Feral Cat issue in Corbetton. Ms. Morden advised that she is more than happy to help out the situation but also advised that she would be coming to the Township requesting some financial assistance with her Cat Rescue, as it has turned out to be an expensive venture. Councillor Mercer has also reached out for help on this and would get in touch with Ms Whitten.

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

None.

### **Public Question Period**

No questions asked.

### **Public Works**

#### **1. Accounts**

Craig Micks presented the accounts in the amount of \$91,364.44. Moved by Besley, Seconded by Mercer that the public works accounts be approved as presented. Carried.

Councillor Thwaites asked that Council review the costs of the truck licenses (in the amount of \$9,521.50) with Sylvia Jones, MPP when she comes to a Council meeting.

## 2. Drainage Request Package for 142 Mill Lane Melancthon

Discussion ensued and the matter was referred to the Roads Sub-committee to take a look at the culvert on Mill Lane and report back to Council. It was suggested that an onsite be set up next week and that our Township Engineer be invited to attend.

## 3. Letter from Dufferin Wind Power Request for Temporary Exemption of By-law 49-2015 - Reduced Load Limits

Councillor Hannon declared an interest on this matter as he has a land lease with DWP and he left the Council Chambers.

Discussion ensued and each member of Council gave their thoughts on the exemption request. As a result, no exemption will be granted. Mr. Bernhard was in attendance for the meeting. Staff will follow up with a letter of decision.

Councillor Hannon returned to the Council Chambers.

## 4. Other

Nothing for this.

## **Planning**

Chris Jones, Township Planning Consultant was in attendance.

### 1. Applications to Permit

Chris advised that he had reviewed the application for Mike Parker, for a dry storage building on Lot 18, Concession 8 SW and has signed off on it. The application for Ken Copeland to build a single family dwelling with secondary dwelling is being reviewed. He is willing to sign off with a caveat that the building permit not be issued until the zoning by-law amendment (public meeting to be held today), appeal date is over.

### 2. GRCA Draft Updated Source Protection Plan - Motion for endorsement

Moved by Besley, Seconded by Mercer that the Council of the Township of Melancthon supports and endorses the proposed changes to the Grand River Source Protection Plan. Carried.

### 3. Other

Chris advised that with regards to Bill 66, everything to do with the Planning Act aspects has been struck from the Act.

## **Delegations/Public Meetings**

**1:30 p.m.** - A Public Meeting had been called for a Proposed Zoning By-law Amendment on 437032 4<sup>th</sup> Line - Part of the East Part of Lot 11, Concession 4 O.S. R.P. 7R-5230, Part 1. Chris Jones, Township Planning Consultant was in attendance for this public meeting. Mayor White opened the public meeting and turned it over to the Planner. He spoke on the amendment which is to rezone the lands to permit the construction of a secondary suite onto an existing detached dwelling. The Clerk advised that the notice was circulated to all persons and public bodies as prescribed under the Planning Act. The Township received one written submission from the County of Dufferin. Mayor White asked if there was anyone in the gallery that wished to speak to the amendment. There were none. There were no questions or concerns from Council.

Moved by Thwaites, Seconded by Mercer that leave be given to introduce a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon, for lands legally described as Part 1, Plan 7R-5230 and located in the East Part of Lot 11, Concession 4 OS and it be hereby read a first and second time. Carried. By-law numbered

16-2019 and read a first and second time.

**1:40 p.m.** A Public Meeting was called for Proposed Zoning By-law Amendment on 157297 Highway 10 - Part of Lot 276, Concession 1 NE, R.P. 7R-5332, Part 1. Chris Jones, Township Planning Consultant was in attendance for this Public Meeting. The applicant, Ken Copeland, was also in attendance. Mayor White opened the public meeting and turned it over to the Planner. He spoke on the amendment which is to rezone the subject lands to permit a secondary suite within a proposed detached dwelling. The Clerk advised that the notice was circulated to all persons and public bodies as prescribed under the Planning Act. The Township received two written submissions – one from the County of Dufferin and the other from the Ministry of Transportation. Chris advised that he has been speaking with the MTO Rep and they are fine with the zoning by-law amendment and Mr. Copeland is to get in contact with them for other permits. Mayor White asked if there was anyone in the gallery that wished to speak to the amendment. There were none. There were no questions or concerns from Council.

Moved by Besley, Seconded by Mercer that leave be given to introduce a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon, for lands located in Part of Lot 276, Concession 1 NE and it be hereby read a first and second time. Carried. By-law numbered 17-2019 and read a first and second time.

Due to the two zoning by-law amendments to permit secondary suites, Councillor Thwaites inquired if Council should be amending its zoning by-law to permit these rather than going through zoning by-law amendments. Chris advised that he could put together a memo on the subject.

### **Strategic Plan**

#### **1. Innovation and Growth - 3.3 - Focus and encourage development in the 3 communities - Discussion on Action Items**

The underlying focus of this objective is beautification. Discussion ensued and a suggestion that the Township needs a little more infrastructure in terms of some shopping so we are not so dependant on Shelburne. Concerns that we don't have land properly zoned for this purpose and cannot provide the services such as water and sewage.

Discussion regarding the Hamlets and beautification – flower pots, flags on streetlight poles, etc. Beautification of the local parks in Horning's Mills and Corbetton. Invite the Boards of Management for thoughts, feedback and ideas. With regards to the play structure for Corbetton Park, Mayor White to get feedback from the Board.

Staff directed to have this item back on the May 2<sup>nd</sup> Agenda for further discussion.

#### **2. Other**

Mayor White mentioned that the County of Dufferin is embarking on a New Strategic Plan for this term. There are public meetings planned.

### **Delegations - Continued**

**2:00 p.m.** - Darrell Keenie, Director of Planning, Economic Development and Culture and Karisa Downey - Economic Development Officer, County of Dufferin attended Council regarding new Dufferin County signage. They spoke on County Gateway Signage – Level 1, Level 2 and Level 3, Municipal Signage and County Directional signage. An RFP will go out shortly, so Mr. Keenie and Ms. Downey were looking for some sort of commitment from the Township if Council was interested in implementing this signage. The consensus of Council is that yes, Melancthon agrees to work collaboratively with the County on this signage project.

**2:30 p.m.** - Dave Milliner, CAO, Township of Southgate and Mitchell DaCruz, Acting Fire Chief, Dundalk Fire Department attended Council to provide an update on the Dundalk Fire Department. Mr. Milliner introduced Mr. Cruz who has been with the Fire Department for

six years and has a Fire College background. They are currently working with the Fire Marshall's Office to create Fire Operator positions. Mr. Milliner assured Council that it is still business as usual. They are looking at appointments of Fire Captains and will be going on recruitment. With regards to Fire Education, Melancthon is not affected as it gets this service from Shelburne FD.

While in attendance, Mr. Milliner updated Council on the Erskine Clinic – now having two nurse practitioners and one doctor and doing really well. Mr. Milliner also mentioned that the Recreation Agreement and Fire Agreement are coming up for renewal.

### **Police Services Board**

#### **1. Joint Police Services Board Meeting hosted by Amaranth Township - April 2, 2019**

Councillor Thwaites updated Council on the meeting held on Tuesday. With regards to Cannabis, he has reached out to Nicol Randall, Detachment Commander and Marcus Sanderson, Acting Detachment Commander to consider an education component for funding. Further discussion at the next PSB meeting and recommendation to Council. With regards to the Community Safety and Well-Being Plan, he is suggesting a motion be brought forward to the next meeting to appoint a Council representative to a Joint Advisory Board and circulate it to area municipalities for support. The Advisory Board would be responsible for coming up with a draft plan.

#### **FTE Officer**

The cost for a Full Time Equivalent Officer is \$160,000.00 per year. Councillor Thwaites to speak with Mulmur Township regarding partnering with them for a paid duty officer.

#### **Half Loads Season**

Councillor Thwaites provided an update and advised that Officers are trained and ready to go.

### **Committee Reports**

The following verbal reports were given:

Councillor Hannon - Shelburne Fire Board and Upper Grand Watershed Committee

Councillor Mercer - NVCA, Shelburne Library

### **Correspondence**

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

1. North Dufferin Community Centre Board of Management - February 19, 2019
2. Shelburne Public Library - February 19, 2019

Moved by Thwaites, Seconded by Hannon that the Board and Committee minutes correspondence items 1 & 2 be received as information. Carried.

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

1. Resolution from City of Quite West - Bottled Water
2. Clearview Zoning By-law Amendment Notice of Passing
3. Email from Michelle Hargrave - Annual Setting of Tax Policies
4. Email from Caroline Mach - Dufferin County Forest Annual Report
5. NVCA Board Meeting Highlights March 22, 2019
6. Email message from Minister Steve Clark regarding Melancthon's one-time payment of \$317,042.00
7. Email from Eowyn Spencer - Summary of the GRCA General Membership Meeting - March 22, 2019
8. Email from Guy Giorno - Melancthon Code of Conduct Report 2018-01
9. Email from Bret Lemieux - 2018 Groundwater Monitoring Report - Melancthon Landfill

10. AMO Communications - Federal Budget Commits to One-time Doubling Gas Tax Funds
11. Municipality of Grey Highlands Notice of Public Meeting Concerning a Proposed Zoning By-law Amendment

Moved by Mercer, Seconded by Besley that correspondence items 1-11, for information purposes, be received as information except items 6 & 8 for discussion. Carried.

Items 2 and 11 to be provided to the Township Planner for information.

# 6 - Moved by Thwaites, Seconded by Hannon that the \$317,042.00 received from the Province, under letter dated March 20, 2019, be placed in the Tax Rate Stabilization Reserve Fund. Carried.

As Council had questions regarding the funding and what it could be used for, Councillors were asked to send their questions to the CAO/Clerk and she would forward them on to the Township's MMAH Representative.

# 8 - Comments were made on the report by Deputy Mayor Besley and Staff advised that as per the recommendation in the Report, rather than bringing the By-law back to be amended that a Complaint Protocol, similar to the County of Dufferin's be adopted. This will be on the next Agenda.

**\* Items for Council Action**

1. Letter from John Creelman, Deputy Mayor, Town of Mono - Consider naming a Member of Council to the POA Board of Management
2. Email from Sara Wicks - Dufferin Climate Initiative
3. Agreement between The Southgate Public Library and the Township of Melancthon
4. Report from Denise Holmes - Return of Security Deposit to Bruce and Annalea Kidd

# 1 - Moved by Hannon, Seconded by Thwaites that Council appoint Mayor Darren White to serve as the Township's Representative on the POA Board of Management. Carried.

3:48 p.m. - Council took a break and reconvened at 3:55 p.m.

**Action Items - Cont.**

# 2 - Moved by Mercer, Seconded by Besley that WHEREAS it is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy; WHEREAS the 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts; WHEREAS local governments are essential to the successful implementation of the Paris Agreement; WHEREAS Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GAG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GAG waste plans; and delivering high-efficiency water and wastewater services; WHEREAS investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses; WHEREAS a number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GAG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GAG emissions reporting; WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI-Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and

experience with other municipal governments on how to reduce GHG emissions; WHEREAS over 300 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994; WHEREAS PCP members commit to adopt a community GHG reduction target of 30 per cent below 2005 levels by 2030, in line with the Government of Canada's target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050; WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results; WHEREAS PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years; WHEREAS PCP members accept they can be suspended from the program — subject to prior notice in writing by the PCP Secretariat — in the event of non-submission of progress reports within the established deadlines; BE IT RESOLVED that the Township of Melancthon endorse the Government of Canada's commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and BE IT RESOLVED that the Township of Melancthon review the guidelines on PCP member benefits and responsibilities and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework; BE IT FURTHER RESOLVED that the Township of Melancthon appoint the following: a) Corporate staff person: Kaitlin Chessell, Administrative and Finance Assistant b) Elected official: \_\_\_\_\_ to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

Before Mayor White called for the vote, discussion ensued on the motion and Council requested more information on this initiative. Staff were directed to have Sara Wicks, Climate Change Coordinator from the County of Dufferin attend the next Council meeting. The motion was then tabled to April 18, 2019.

# 3 - Moved by Hannon, Seconded by Thwaites that the Mayor and Clerk be directed to sign the Agreement between the Ruth Hargrave Memorial Library Board and the Corporation of the Township of Melancthon for full Library Services from January 1, 2019 until December 31, 2023. Carried.

# 4 - Moved by Thwaites, Seconded by Hannon that the security deposit of \$5,000.00 be returned to Bruce and Annalea Kidd, as the existing house on Part of Lots 271-275, Concession 1 NE has been demolished. Carried.

## **General Business**

### **1. Accounts & Accounts Listing**

Wendy Atkinson, Treasurer presented the accounts in the amount of \$913,859.37. Moved by Besley, Seconded by Mercer that the general accounts be approved as presented by the Treasurer. Carried.

Discussion ensued regarding the monthly account listing as some of the accounts are already paid on the listing (i.e. - wages and invoices with due dates before a Council meeting). It was suggested that the wording of the motion could be changed to "affirm" the accounts or that we did not need to see the account listings at all, if we were to get quarterly updates on the Budget. Some members preferred to see the accounts, so it will remain status quo. A question was asked about the wages as new Council members did not know what they were and Staff advised that a Market Compensation Review was done last year and it could be provided to them for information purposes in Closed Session at the next meeting. Wendy also asked about the \$40,000.00 hold back for the bridge on 2<sup>nd</sup> Line SW as it was holding up her OCIF reporting. She was directed to speak to Craig about this.

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

### 1. Amos Drainage Works, Maintenance Levying By-law

Moved by Thwaites, Seconded by Besley that leave be given to introduce a By-law to provide for maintenance and repair to the Amos Drainage Works, and for the borrowing on the credit of the municipality the amount required for such work, and it be hereby read a first and second time. Carried. By-law numbered 18-2019 and read a first and second time.

### 2. Agreement to Authorize the Execution of an Agreement between the Corporation of the County of Dufferin and The Corporation of the Township of Melancthon

Staff advised that the Agreement was forwarded to the Township's Insurance Company to make sure that the Township could comply with the Insurance coverage. The Insurance Representative recommended that it be sent to the Township's Solicitor to have the comment on Section E. – Indemnity and Insurance. Council directed that it be sent to the Solicitor for comment.

### 3. By-law to Prescribe Lower Rates of Speed

Moved by Hannon, Seconded by Thwaites that leave be given to introduce a By-law to prescribe lower rates of speed and it be hereby read a first and second time. Carried. By-law numbered 19-2019 read a first and second time a time. The By-law will reduce the speed on the 3<sup>rd</sup> Line OS from Highway 10 to 500 metres North to 40 kilometres per hour and 3<sup>rd</sup> Line OS, 500 Metres North of Highway 10 to 20 Sideroad 60 kilometres per hour

### 3. Draft Property Standards By-law - Comments from Township Solicitor

The Solicitor's comments and changes were reviewed. With regards to Section 6.1 & 6.2, Staff directed to leave the word "Human" in the wording. With regards to Section 30.1 – Council to consider whether this item should be left in or removed – Solicitor recommending removal. With regards to the Unfinished Structures/Buildings section – consensus of the majority of Council was that this be left out as the County of Dufferin Building Department would be enforcing it, not the By-law Enforcement Officer. Staff were directed to provide a "clean version" of the By-law for the next meeting and Council will discuss dates for a public open house/public meeting for the new By-law.

4:45 p.m. - Moved by Mercer, Seconded by Besley that we adjourn Council to go into Committee of the Whole and reconvene as Council. Carried.

5:00 p.m. - Council reconvened.

### Delegations - Cont.

**5:00 p.m.** - Nancy Neale, Watson and Associates attended Council and conducted a Council Workshop on Development Charges. She described the purpose of Development Charges, the history of D.C.'s, an overview of the Development Charges Act, limitations on services, capital costs, services standards, and the methodology used in determining a development charge. She advised of the new changes under Bill 73 and how those impact Melancthon. She spoke on exemptions for Melancthon and new emerging issues. She outlined the next steps in the process. The Background Study will be released in June, 2019, the public meeting held July 18<sup>th</sup> and By-law passage scheduled for August 15, 2019.

## 4. New/Other Business/Additions

### 1. AMO Councillor Training - Councillor Mercer

Councillor Mercer provided some feedback to Council on the Councillor Training that she attended on March 27<sup>th</sup> on items such as Asset Management Plan, Media training, social media strategy, and spoke on how drones are now being used for winter control purposes.

## 5. Unfinished Business

1. Heritage Designation/Committee - Councillor Mercer - providing further information for Council consideration

Councillor Mercer obtained more information on the above noted matter. Heritage conservation can be anything – buildings, land, objects, etc. A Heritage Advisory Committee is community driven to help with decision making for development and growth, bringing tourists in, preservation and protection. An inventory could be done, determine signage for designation recognition. Cultural Heritage is part of the Official Plan, but the first thing is to establish a Committee. Council were asked to give this some thought and Staff will keep this item on the Agenda.

2. NDCC Budget 2019

Deputy Mayor Besley advised that there is a meeting next week – April 13, 2019.

**Closed Session**

N/A

**Third Reading of By-laws**

Moved by Mercer, Seconded by Besley that By-laws 16-2019, 17-2019, 18-2019 and 19-2019 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.

**Confirmation By-law**

Moved by Mercer, 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 April 4, 2019 and it be given the required number of readings. Carried.

**Adjournment and Date of Next Meeting**

6:35 p.m. - Moved by Hannon, Seconded by Thwaites that we adjourn Council to meet again on Thursday, April 18, 2019 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK