

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

The Council of the Corporation of the Township of Melancthon held a meeting on the 18<sup>th</sup> day of April, 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**

Councillor Thwaites - Easter Egg Hunt at the Horning's Mills Community Hall on Friday, April 19<sup>th</sup> at 10:00 a.m.

Councillor Mercer - Fireworks in the Horning's Mills Community Park on June 22<sup>nd</sup>.

Deputy Mayor Besley - Strawberry Supper - July 1<sup>st</sup> and Honeywood Beef BBQ - July 20<sup>th</sup> both being held at the Honeywood Arena

### **Additions**

None.

### **Deletions**

None.

### **Approval of Agenda**

Moved by Thwaites, Seconded by Besley 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 Besley, Seconded by Mercer that the minutes of the Council meeting held on April 4, 2019 be adopted as amended. Carried.

### **Business Arising from Minutes**

None.

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

None.

### **Public Question Period**

No questions asked.

### **Public Works**

1. Verbal Report from the Roads Sub-Committee meeting held on April 17, 2019

Deputy Mayor Besley, who is Chair of the Roads Sub-Committee provided the verbal report from the Roads Sub-Committee meeting. Agenda items included: half load enforcement, Mulmur Melancthon Townline Agreement, Shelburne Road Agreement for 4<sup>th</sup> Line OS, OGRA Conference update, closing of the structure on 5 Sideroad and grant funding which the Township will not be taking advantage of because there are no projects coming up with a significant value to apply for.

Items on the Agenda with recommendations to Council:

Parking in Hamlets – At the meeting, there was discussion about placement of parking signs in the Hamlets – decision that signs not required in Riverview at this time and Corbetton sign placement has been determined. The Roads Sub-Committee recommends to Council that “No Parking” sign placement in Horning’s Mills be on the West side of Main Street, excluding three approved spots in front of 164 Main Street. Council concurred.

#### Onsite at Road Culvert on Mill Lane held on April 12, 2019

At the meeting discussion ensued on the onsite in Horning’s Mills on April 12, 2019 and the feeling of the Sub-Committee was that this was not a road issue, as the culvert has been in place for approximately 25 years and only in the past couple of years has been causing issues to the Hardman property. It was suggested that Mr. Hardman contact the NVCA and have them come to his property to have them investigate the issue of water volume – monitor and give direction. The Roads Sub-Committee recommends to Council that Staff be directed to send a letter to Mr. Hardman advising him to invite the Nottawasaga Valley Conservation Authority to come out to his property and investigate the issue of water volume, monitor same and provide direction, as the Roads Sub-Committee does not believe this to be a roads issue. Council concurred and directed Staff to send the letter.

#### SWISH GPS System Quote

At the meeting, Wendy Atkinson, Treasurer asked that this matter be added to the Agenda as the SWISH contract was received last week for signing, but does not match the motion passed by Council on October 4, 2018. The motion passed was to enter into a two year contract with SWISH at \$331.00 per month. As there was no option for a two year contract – only one year or three year – Council chose a two year contract, at the one year price. In order to sign the contract, the motion needs to be the same and therefore the Roads Sub-Committee recommended that the motion passed on October 4, 2018 be amended to reflect the costs as outlined in the contract. It was advised by Craig that everything is working now with the GPS system. The Roads Sub-Committee recommends to Council that the Motion #4 passed on October 4, 2018 authorizing entering into an Agreement with SWISH for a GPS Agreement be amended to reflect the correct costs of the Contract of \$373.00/month for a two year term.

Moved by Besley, Seconded by Mercer that we amend Motion #4, dated October 4, 2018, moved by Wayne Hannon, Seconded by Dave Besley to enter into a GPS agreement with Swish Fleet, with a start up quote of \$6503.15, from a 2 year term for service of \$331.00 per month to a 2 year term for service at \$373.00 per month, due to the fact that a 2 year term was not an option in the quote and the motion referenced the quote of a 1 year term of service. Carried.

## 2. Other

Nothing for this.

## **Planning**

### 1. Applications to Permit

Chris Jones advised that he has signed off on the dwelling unit (listed on the March 21<sup>st</sup> spreadsheet) for Ajeet Sran. The two applications on this meeting's spreadsheet were approved:

Jacob Martin - cement pad and feed bin - Part of Lot 26, Concession 7 NE

Anson Martin - manure storage - Part of Lot 30, Concession 9 NE

## 2. Other

Chris advised that there would be a zoning by-law amendment coming before Council, in the near future, regarding a special events building for weddings.

### **Delegation/Public Meeting**

5:20 p.m. - Mayor White called the public meeting to order and advised that the purpose of the meeting is to consider a proposed zoning by-law amendment for lands located at 478462 3<sup>rd</sup> Line – East Part of Lot 28, Concession 3 OS (Atkinson Farms Limited). The Clerk advised that notice of the public meeting was given by circulating a notice to all persons and public bodies as prescribed under the Ontario Planning Act Regulation and that no written submissions had been received. Chris Jones, Township Planner explained the purpose of the application which is to zone the subject lands to permit the construction of a secondary suite onto an existing detached dwelling. Wendy Atkinson was in attendance for the public meeting and explained the reasoning for the secondary suite. There were no concerns from Council or the public on the zoning by-law amendment.

Moved by Thwaites, Seconded by Hannon that leave be given to introduce a By-law to amend By-law No. 12-79, as amended, for lands located in the East Part of Lot 28, Concession 3 OS and it be hereby read a first and second time. Carried. By-law numbered 21-2019 and read a first and second time.

### **Police Services Board**

#### **1. Motion regarding the establishment of a Joint Advisory Board of local municipalities in Dufferin, to complete a Community Safety and Well-Being Report**

Moved by Thwaites, Seconded by Hannon that Whereas the Province of Ontario, through the recent changes to the Police Services Act, mandates that a Community Safety and Well-Being Plan be developed and implemented by local municipalities prior to January, 2021; And Whereas the Council of the Township of Melancthon supports the establishment of a Joint Advisory Board, composed of one representative from each of the local municipalities in Dufferin County, for the creation and completion of said Plan; Now therefore be it resolved that the Council of the Township of Melancthon shall appoint a member of Council as its representative, upon receiving confirmation from the other local municipalities of a like appointment, to a Joint Advisory Board pursuant to the requirements of the provincial legislation. Carried.

### **County Council Update**

Mayor White updated Council on the meeting held on April 11, 2019, Agenda items included:

- 2019 Road Work – 27.4 lane kms
- GRCA Rural Water Quality Program
- Stacey Daub, CEO & President of Headwaters Healthcare Hospital - Delegation regarding Local Health Teams
- Councillor Creelman - two notices of motion – Hydro One - lack of forestry practices and traffic light synchronization in Orangeville
- Councillor Currie - notice of motion regarding monthly County Accounts
- POA - approval of a consulting firm to look at local POA delivery service in Dufferin

County

**Correspondence**

**\*Board & Committee Minutes**

1. Upper Grand Watershed Committee Meeting - August 22, 2018

Moved by Hannon, Seconded by Thwaites that the Board and Committee Minutes Correspondence Item 1 be received as information. Carried.

**\* Items for Information Purposes**

1. Letter from Minister of Infrastructure and Communities regarding Gas Tax Fund
2. Upper Grand District School Board 2019 Long Term Accommodation Plan Annual Review Report
3. Notification from Ministry of Agriculture Food and Rural Affairs regarding NASM Plan Approval for Lot 1, Concession 4 - Blydorp Farms
4. Report from Wendy Atkinson, Treasurer/Deputy Clerk regarding Tax Sale - March 20, 2019, Part Lot 16, Concession 1 O.S.
5. Email from Karren Wallace regarding NDACT submission on Aggregate Reform

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

**\* Items for Council Action**

1. Report from Denise Holmes, CAO/Clerk - Code of Conduct for Members of Council and Members of Local Boards Complaint Protocol

Moved by Thwaites, Seconded by Hannon that Council adopt the Complaint Protocol under the Code of Conduct for Members of Council and Members of Local Boards. Carried.

**General Business**

**1. Notice of Intent to Pass By-law**

**1. By-law to adopt the estimate 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**

Moved by Thwaites, Seconded by Hannon that leave be given to introduce a By-law to adopt the estimate 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 and it now be read a first and second time. Carried. By-law numbered 22-2019 and read a first and second time.

**2. New/Other Business/Additions**

**1. Horning's Mills Community Hall - Alcohol Policy - Councillor Thwaites**

Councillor Thwaites, Council Rep on the Board, advised that information had been obtained from the Township's Insurance Company regarding a Municipal Alcohol Policy for venues that are being rented when alcohol is being served. Councilor Thwaites brought this up at the last Board meeting and was advised that the Board has something in place when the Hall is rented. He advised that he would follow up further with the Chair of the Board.

**2. Special Meeting of Council Scheduled for Wednesday, May 22, 2019 - 9:30 a.m. - Delegation with MPP Sylvia Jones**

The Clerk advised that this was an information item and that the list of topics had been sent

to her office.

### 3. Draft Property Standards By-law - clean version with changes made from last meeting - Discussion and Direction

Discussion ensued and the following changes to be made:

- Section 30.1 – take out in its entirety
- Section 4.1 - regarding emergency numbers – this should include vacant properties and Staff directed to put this in the By-law
- 12.1 - the word “derelict” to be inserted before the word vehicles
- Section 6.3 – leave this section in
- Section 23.1 – change 20 degrees to 22 degrees (as per the Ontario Building Code)

Staff to make the changes and bring the draft By-law to the next meeting on May 2<sup>nd</sup> and a Public Meeting will be scheduled for the By-law’s passage on May 16<sup>th</sup>.

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

7:00 p.m. - Council reconvened and took a 10 minute break.

### 3. Unfinished Business

#### 1. Heritage Designation/Committee

Staff were asked to leave this item on the Agenda for consideration and it was asked if Council wanted to form some sort of Public Committee regarding heritage conservation. It was noted that Council does not have enough people coming forward to sit on our local Boards and a suggestion was made about putting something in our next newsletter seeking interest from the public on the establishment of a Heritage Committee and see what interest we get on it.

#### 2. NDCC Budget 2019

Deputy Mayor Besley brought forward the suggestion of paying the Township’s levy on a monthly basis to help with cashflow. He said the NDCC is doing very well now. During this time, he mentioned that the Board is looking at commissioning a study, jointly, to determine the needs of the community on what to do at the facility to keep it busy year round. He estimated approximately \$20,000 for the study, with Melancthon’s share being \$10,000.00. He said it was important to have the results of this study, before making major capital changes to the building in the future. Discussion ensued and it was suggested that rather than having a consultant come in, the Board host some open houses, invite the community, put on a BBQ and find out from the people what they would like to see at the Arena. An outside facilitator could be brought in to guide the process. It was also mentioned about contacting the County’s Economic Development Officer, Karisa Downey, and invite her to a Board meeting and let her share her thoughts, ideas and knowledge about this. Deputy Mayor Besley will take this back to the next Board meeting.

#### 3. By-law to Authorize the Execution of an Agreement between the Corporation of the County of Dufferin and The Corporation of the Township of Melancthon

The Clerk advised that comments were received from the Township’s Solicitor and he believes that the wording, under the Indemnity and Insurance section, was being misinterpreted and is acceptable as stated.

Moved by Hannon, Seconded by Thwaites that leave be given to introduce a By-law to authorize the execution of an Agreement between the Corporation of the County of Dufferin and the Corporation of the Township of Melancthon, and it be hereby read a first

and second time. Carried. By-law numbered 23-2019 and read a first and second time.

4. Dufferin Climate Change Initiative - Sara Wicks, Climate Change Coordinator for the County of Dufferin has been booked in as a Delegation for the May 2, 2019 meeting - Tabled Motion to be dealt with at the May 2, 2019 Council meeting

As this was an information item, there was no action taken.

**Closed Session**

7:50 p.m. - Moved by Hannon, Seconded by Thwaites 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/personal matters about an identifiable individual, including municipal or local board employees - Compensation Review Report - For Information Purposes Only. Carried.

7:52 p.m. - Moved by Thwaites, Seconded by Hannon that we rise from Closed Session with no report. Carried.

**Third Reading of By-laws**

Moved by Besley, Seconded by Mercer that By-laws 21-2019, 22-2019 and 23-2019 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 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 18, 2019 and it be given the required number of readings. Carried. By-law numbered 24-2019 and read three times.

**Adjournment and Date of Next Meeting**

7:56 p.m. - Moved by Hannon, Seconded by Thwaites that we adjourn Council to meet again on Thursday, May 2, 2019 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK