

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a meeting on the 19th day of March, 2020 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

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 Hannon that the minutes of the March 5, 2020 Council meeting be approved as circulated. Carried.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

None.

Public Question Period

There were two written questions received:

Jack and Linda Polonsky:

We have a question regarding a 2019 expense on the budget which was posted on the agenda. On page 125, under Planning and Development, an expense of \$5965.28 to Cannabis, - NWN Scientific and an expense of \$3081.29 to Melancthon Cannabis Regulation. Are we reading this correctly? Was this monies paid out? Can you please clarify this for us. The Clerk advised that she had responded to Mr. and Mrs. Polonsky and advised that yes, those monies were paid out, but the Township was reimbursed by NWN Scientific for the NWN expenses. The Cannabis expense was a By-law that the Township put in place to deal with these matters, so was part of Planning expenses.

James Webster:

I am wondering about the community contributions made to the township each year by the various wind companies, and what document outlines the intention of this grant i.e. what it is to be spent on. The answer to the question is that Council has entered into Amenities Agreements with the various wind developers and those monies are to be used for community betterment projects and/or services.

Public Works

1. Report from Kaitlin Chessell, Secretary Roads Sub-Committee - recommendation for Significant Weather Event Policy

Moved by Besley, Seconded by Hannon that Council approve the Township of Melancthon Significant Weather Event Policy (attached). Carried.

2. Recommendation from Chris Knechtel, RJ Burnside and Associates regarding the Tender for Structure 2013

Moved by Thwaites, Seconded by Besley that Council award the tender for the Structure 2013 Replacement to Reeves Construction Limited at a total tender price of \$257,623.78 (HST included). Carried.

3. Other

Roads Sub-Committee Meeting held on March 19, 2020

Deputy Mayor Besley, who is Chair of the Roads Sub-Committee advised that Craig Micks, PWS, recommends that both the top and bottom portions of the 2nd Line SW (as outlined in the Road Management Plan, prepared by Burnside and Associates) be rehabilitated. Craig will work on getting tenders for the grinding, mesh, gravel and re-surfacing.

Planning

Chris Jones, Township Planning Consultant was not in attendance for this meeting.

1. Applications to Permit

N/A.

2. Other

N/A.

Climate Change Initiatives

A comment was made that the pollution across the world is down due to COVID-19.

Police Services Board

N/A.

County Council Update

Mayor White mentioned that there is one case in Dufferin County of COVID-19 and advised that the COVID-19 Assessment Centre is open at Headwaters Health Care Centre.

Correspondence

***Board & Committee Minutes**

1. GRCA General Membership Annual General Meeting - February 28, 2020

2. Shelburne & District Fire Board - January 7, 2020

Moved by Thwaites, Seconded by Besley that the Board and Committees Correspondence Items 1-2 be received as information. Carried.

*** Items for Information Purposes**

1. Letter from Steve Clark, Minister, Ministry of Municipal Affairs and Housing regarding Provincial Policy Statement, 2020
2. Resolution from West Nipissing Ouest regarding Provincially Significant Wetlands Designation
3. Email from Watson & Associates regarding Province Releases Updated Draft Regulations for Development Charges and Community Benefits Charges
4. Email from AMO Draft Community Benefit Charge/Development Charge Regulatory Proposal and Provincial Policy Statement Posted
5. GRCA 2020 Budget Package including Summary of Municipal Levy
6. Town of Shelburne Planning Application Circulation - Zoning By-law Amendment 600 Main Street East
7. Email from Sonya Pritchard regarding COVID 19 presentation to County Council

Moved by Besley, Seconded by Hannon that Correspondence Items 1-7, for information purposes, be received as information. Carried.

Item - 2 - Staff to forward this item of correspondence to Chris Jones, Township Planner for his comments.

*** Items for Council Action**

1. Shelburne & District Agricultural Society request for donation for the 153rd Fall Fair
2. 2020 Library Board Agreement between The Shelburne Public Library Board and The Township of Melancthon

Deputy Mayor Besley declared an interest on Item # 1 as he is a life long member of the Shelburne Agricultural Society and left the Council Chambers.

Moved by Mercer, Seconded by White that Township of Melancthon donate \$1000 for the 2020 Shelburne District Agr. Society Fair. Carried.

Deputy Mayor Besley returned to the Council Chambers.

2 - Moved by Besley, Seconded by Thwaites that the Mayor and CAO be directed to sign the 2020 Agreement between the Shelburne Public Library and the Corporation of the Township of Melancthon. Before Mayor White called for the vote, a concern was raised by Board Representative Councillor Mercer regarding the cancellation of the last board meeting and would like to see more accountability going forward. Council advised that this was a Board function issue and that she should bring her concerns to the Board. She will email the Board Chair and copy the CAO in on that email. Mayor White called for the vote and the motion carried.

General Business

1. Notice of Intent to Pass By-law

1. Email from Steve Murphy, Emergency Management & Communications Coordinator, Dufferin County, By-law to Adopt the Emergency Management Program and Emergency Response Plan

Moved by Hannon, Seconded by Besley that leave be given to introduce a By-law to adopt an Emergency Management Program and Emergency Response Plan and to meet other requirements under the *Emergency Management and Civil Protection Act* and it be hereby read a first and second time and numbered 19-2020. Before Mayor White called for the vote, discussion ensued on the Emergency Response Plan and Staff were directed to contact Steven Murphy, CEMC and see if there were going to be any changes to this ERP as a result of COVID-19. Staff will put this matter back on the next Agenda. The motion was then

tabled to April 2, 2020.

2. COVID-19 - Cancellation of Public Meetings (Councillor Thwaites)

Discussion ensued and due to COVID-19 and the Provincial Declaration of the State of Emergency, it was decided that the Horning's Mills Community Public Meeting to be held on Monday, April 6, 2020 will be cancelled until further notice. Staff inquired about the Agri-Forum scheduled for April 22nd and the Joint Police Services Board meeting hosted by Melancthon PSB on April 24th. Staff were directed to put this matter on the next Agenda for further discussion.

During this time, Mayor White has ordered the closure of the Horning's Mills Community Hall until further notice and that all functions be cancelled.

3. New/Other Business/Additions

1. Mayor White Notice of Motion - regarding Roads Sub-Committee meetings

Moved by White, that the Roads Sub Committee meetings be moved to be held within the committee of the whole except for "special meetings" which may require additional dates.

Discussion ensued and then Mayor White withdrew his motion. Staff were asked to put this on the next Roads Sub-Committee meeting for discussion regarding the scheduling of Roads Sub-Committee meetings.

2. Mayor White Notice of Motion - regarding appropriate walkways in the Village of Corbetton

Moved by White, Seconded by Thwaites that Council seek costings for sidewalks or other appropriate walkways in the Village of Corbetton and that notice of the potential for installation of sidewalks be communicated to the residents of the Village by direct mailing, with a request for comments. Discussion ensued regarding maintenance of the sidewalks, liability of sidewalks and of the children walking on the road, and public safety measures. The motion then carried and Staff were directed to place the matter on the next Roads Sub-Committee meeting for further discussion and direction.

3. Mayor White Notice of Motion - regarding Energy Efficiencies

Moved by White, Seconded by Mercer that RFPs be sought for a renewable energy system (solar and/or small scale wind or other) suitable for, and of proper size to power the municipal campus at a minimum capacity of 110% of the current base load requirements, and further that, all lighting in the municipal campus be changed to energy efficient LED lighting as part of this proposal and further that, the proposed project to repair, replace or rebuild the main roads garage roof system, be carried out in conjunction with the renewable energy project to ensure compatibility between both projects and to eliminate under or overbuild, and that, funding be sought from the Federation of Municipalities, Green Municipal Fund. Discussion ensued and a friendly amendment was made to the motion, and the new motion to read:

Moved by White, Seconded by Thwaites that a feasibility study by R.J. Burnside Engineering for a renewable energy system for the municipal campus be undertaken and a grant application to be submitted for study funding and in support, as and if necessary that RFPs be sought for a renewable energy system (solar and/or small scale wind or other) suitable for, and of proper size to power the municipal campus at a minimum capacity of 110% of the current base load requirements, and further that, all lighting in the municipal campus be changed to energy efficient LED lighting as part of this proposal and further that, the proposed project to repair, replace or rebuild the main roads garage roof system, be carried out in conjunction with the renewable energy project to ensure compatibility between both projects and to eliminate under or overbuild, and that, funding be sought from the Federation of Municipalities, Green Municipal Fund

4. Other

N/A.

4. Unfinished Business

1. 2020 Operating and Capital Budget

Discussion ensued regarding the 2020 Budget. Wendy Atkinson, Treasurer reviewed her Report with Council. This draft budget (#3) represents a 10.6% increase or 4.05% in the tax rate. It was noted that when we change the amount of Structure 2013, that will reduce the budget to approximately 6.8% as there was quite a substantial savings. Some were in favour of the budget as it was presented and others were not, because of the COVID-19 pandemic.

As a result, Council was directed to take the budget home, go through it and see where it could be decreased further and bring back their comments and questions to the next meeting. Staff will decrease the amount for Structure 2013 to the tendered amount, plus engineering and take out the amount for Staff conferences.

Discussion also ensued about deferring the May tax installment by one month due to the COVID-19 pandemic. Council was in agreement with taking this step. Staff will bring an amending By-law to the next meeting.

2. Fire Marque

It was mentioned that the Mulmur Melancthon Fire Board meeting scheduled for March 17th was cancelled and this item was to be discussed at that meeting. There will be no further discussion on this matter and Staff were directed to take it off of all future agendas.

3. Fire By-laws/Joint Meeting with Mulmur Council - Update from Mulmur Melancthon Fire Board Meeting

No update as there was no meeting of the Fire Board on March 17, 2020. Staff were directed to put the Joint Meeting on the next agenda.

7:15 p.m. - Deputy Mayor Besley leaves meeting.

Delegations

N/A

Closed Session

N/A

Third Reading of By-laws

N/A

Notice of Motion

None.

Confirmation By-law

Moved by White, 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 March 19, 2020 and it be given the required numbers of readings and numbered 20-2020. Carried.

Adjournment and Date of Next Meeting

7:20 p.m. - Moved by Hannon, Seconded by White that we adjourn this meeting of Council to meet again on April 2, 2020 at 9:00 a.m. or at the call of the Mayor. Carried.

MAYOR

CLERK