

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

The Council of the Corporation of the Township of Melancthon held an electronic meeting on the 4<sup>th</sup> day of November, 2021 at 5:00 p.m. Mayor Darren White, Deputy Mayor Dave Besley, Councillor Wayne Hannon, Councillor Margaret Mercer and Councillor James McLean were present. Denise Holmes, CAO/Clerk and Sarah Culshaw, Treasurer/Deputy Clerk were also present. Mayor White presided and called the meeting to order.

### **Land Acknowledgement Statement**

Mayor White shared the Land Acknowledgement Statement.

### **Announcements**

None.

### **Additions**

None.

### **Deletions**

None.

### **Approval of the Agenda**

Moved by Besley, Seconded by McLean that Council approve the Agenda as circulated.

### **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 by giving the general nature thereof and that declarations must be submitted to the Clerk in writing.

### **Minutes**

Moved by Mercer, Seconded by Besley that Council approve the minutes of the October 21, 2021 Council meeting as circulated. Carried.

### **Business Arising from Minutes**

Staff advised that Ms. Serbin has booked an appointment with the Township's Planner regarding her deficiency letter from the Building Department.

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

None.

### **Public Question Period**

Staff received a written question from Bill Neilson which was read out to Council. He is requesting recorded votes on two matters on the Agenda. The first one dealing with the Road Sub-Committee recommendation item 10.4.2 and the other for the tabled motion item 17.3.5. Mayor White advised of the procedure for requesting a recorded vote.

### **Public Works**

Craig Micks, Public Works Superintendent was in attendance.

## **Accounts**

The accounts were presented in the amount of \$109,827.50. Moved by McLean, Seconded by Besley that Council receive the Public Works Accounts as presented by the Public Works Superintendent. Carried.

## **Report from Sarah Culshaw, Treasurer/Deputy Clerk regarding Funding 4<sup>th</sup> Line NE and 5<sup>th</sup> Line OS Paving Project**

Sarah Culshaw, Treasurer reviewed her Report with Council. Discussion ensued and questions were asked regarding the various reserve funds, development charges and use of those funds, as well as a discussion on the Road Management Plan. A question was raised about the amount of surplus that has been transferred to the working capital reserve over the past few years and Sarah was asked to look into this and report back at the next meeting. The item was deferred to November 18<sup>th</sup>, 2021.

## **Other**

Craig advised that Staff are working on the 5<sup>th</sup> Line OS work, which consists of ditching and culvert installation.

## **Unfinished Business**

### **Quotes for survey for Unnamed Lane in Horning's Mills**

Staff advised that two quotes were received from Van Harten Surveying - \$6,000-\$8,000.00 plus disbursements plus HST and Stephen Coles, PJ Williams OLS - \$3,400.00 plus \$450.00 disbursements plus HST.

Moved by McLean, Seconded by Besley that Council accept the quote from Stephen Coles of PJ Williams Ontario Land Surveyor's Office in the amount of \$3,400.00, plus \$450.00 disbursements plus HST for the preparation of a plan of survey for the 'unnamed' lane in Horning's Mills. This procurement complies with the Township's Procurement By-law. Carried.

### **Recommendation from Roads Sub-Committee regarding the paving of 4<sup>th</sup> Line NE and 5<sup>th</sup> Line OS**

This matter was deferred pending a Report from Sarah Culshaw, Treasurer regarding budget surpluses that were transferred to the working capital reserves.

## **Planning**

Chris Jones, Township Planning Consultant was in attendance.

### **Applications to Permit**

There were no questions or concerns on the building permits on the spreadsheet. Chris noted that he required more information on the Botos and Jewell applications.

## **Other**

Chris advised that there would be two Applications for Consent and a Zoning By-law Amendment at the next meeting.

## **Strategic Plan**

Nothing for this.

## **Climate Change Initiatives**

### **EV Station Update**

Staff advised that the electronic vehicle charging station has been installed near the Municipal Office. All charging station installations in the County are to be complete by November 19th and they will be commissioned and brought online by the end of the month. There will be a public launch at the end of the month.

### **Police Services Board**

#### **Update from the Joint Section 10 PSB Meeting held on October 22, 2021**

Mayor White provided an update of Agenda items from the meeting held on October 22<sup>nd</sup> which included an update on the children playing signs, Towing By-law update, new traffic division, PSB composition and POA disbursements.

### **Committee Reports**

The following verbal reports were given:

Councillor Mercer – Library Board, Road Safety Taskforce  
Councillor Hannon – Shelburne and District Fire Board  
Deputy Mayor Besley – North Dufferin Community Centre Board  
Mayor White – Centre Dufferin Recreation Complex Board

### **Correspondence**

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

1. NVCA October 2021 Board Meeting Highlights
2. Horning's Mills Community Park Board – September 13, 2021
3. CDRC – August 25, 2021
4. GRCA General Membership – October 22, 2021
5. Joint Police Services Board – April 23, 2021
6. Melancthon Traffic Safety Task Force – October 12, 2021
7. NDCC – September 8, 2021
8. NDCC – Special Meeting September 30, 2021

Moved by Mercer, Seconded by Hannon that the Board and Committee Minutes Items 1-8 be received as information. Carried.

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

1. Ministry of the Environment, Conservation & Parks 2020 Annual Progress Reporting Summary
2. NVCA Draft 2022 Planning and Regulation Review Fees
3. Grey Highlands Notice of Public Meeting – Backyard Poultry
4. RJ Burnside Drainage Superintendent Services June-Sept 2021
5. NDCC Motion from October 25, 2021 meeting regarding Draft 2022 Agreement
6. Town of Mono Resolution Supports Township of Melancthon's request for the Province to Provide Additional COVID-19 funding

Moved by McLean, Seconded by Mercer that Correspondence Items 1-6, for information purposes, be received as information. Carried.

#### **Items for Council Action**

1. Recommendation from Committee of the Whole to Council regarding Draft Zoning By-law Amendment – On-Farm Diversified Uses

Moved by McLean, Seconded by Besley that Council accept the recommendation of the Committee of the Whole and directs Staff to proceed with the Statutory Public Meeting for the Draft Zoning By-law Amendment for the On-Farm Diversified Uses. Carried.

2. Email from Sara Wicks, Climate Change Manager, County of Dufferin regarding Climate Adaptation Working Group Mandate

This item was referred to the Environmental Sustainability Committee to review at the meeting tomorrow.

3. NEC Request for Comments for 517003 Highway 124

Staff were directed to send the request to the Township's Planner, Chris Jones, to provide comments on the proposal. If there are any concerns or comments from Council, they are to let Staff know.

## **General Business**

### **Accounts**

Sarah Culshaw, Treasurer presented the general accounts in the amount of \$328,538.12. Moved by Besley, Seconded by Mercer that Council receive the general accounts as presented by the Treasurer. Carried.

### **New/Other Business/Additions**

#### **Remembrance Day Services in Shelburne and Dundalk**

Councillor McLean will go to Shelburne and Councillor Hannon will go to the Dundalk.

#### **Mayor White – Verbal update to Council regarding proposed annexation by Southgate Township for future Flato Development**

Mayor White provided an update of a meeting that he and the CAO attended on Tuesday with the Mayor and CAO of Southgate. Flato Developments have purchased approximately 250 acres in the Township of Melancthon and Southgate is seeking to potentially annex the acreage, so that those lands can be developed in the future. There was a Staff Report that went to Southgate Council in October on the matter and the CAO will circulate this to Council as well as notes from the meeting.

### **Unfinished Business**

#### **Memorandum from Denise Holmes – COVID-19 Vaccination Policy**

Moved by Besley, Seconded by Mercer that Council adopt the Township of Melancthon COVID-19 Vaccination Policy as presented and attached. There was discussion on the motion/policy regarding the Province's future plan on vaccine passports, but it was noted that this policy would be more for any new hires at the Township. The motion was then carried.

#### **Notice of Intent to Pass By-law to Execute a Joint Recreation Agreement Between Township of Melancthon and Township of Mulmur**

Moved by McLean, Seconded by Mercer that leave be given to introduce a By-law to authorize the Mayor and Clerk to execute a Joint Recreation Agreement between the Township of Melancthon and the Township of Mulmur and it be hereby read a first and second time and numbered 66-2021. Discussion ensued on the motion and Deputy Mayor Besley advised that the NDCC Board was seeking clarification on some points in

the By-law. After further discussion on how this Board was established, Mayor White called for the vote on the motion and it was carried.

### **Town of Shelburne Service Delivery Review regarding Centre Dufferin Recreation Complex and Shelburne and District Fire Department – Update**

Discussion ensued on this matter and Staff were directed to reach out again to Amaranth and Mulmur Townships and the Town of Mono to set up the meeting to seek their input, ideas and thoughts for options moving forward on this matter.

### **Update on 140 and 142 Mill Lane (Councillor Mercer)**

Discussion ensued on this matter and the CAO was directed to contact Staff at the NEC (Debbie Ramsey and Kim Peters), as well as Janet Horner, NEC Rep, and ask them to attend the next meeting of Council, as there have been concerns raised on how this issue was handled.

### **Tabled Motion from the August 12, 2021 meeting regarding the paving of the 4<sup>th</sup> Line NE and 5<sup>th</sup> Line OS**

This motion was further tabled pending a Report from the Township’s Treasurer regarding surplus amounts that have been transferred to working capital reserve.

### **Township Diversity Policy**

The matter was deferred as Staff are seeking clarification from the County on its Policy.

### **Delegations**

The following Delegation took place during the meeting:

5:30 p.m. – Steven Murphy, County of Dufferin Emergency Management Coordinator attended Council, at the invitation of Council, to talk about Emergency Response Plans of wind turbine companies and incorporating same into the County/Member Municipalities Emergency Response Plan. This matter came up at a Council meeting as a result of a turbine incident in Southgate in the summer. Mr. Murphy explained that wind turbines have little to no risk to the general public and as a result are not identified in the Hazard Identification and Risk Assessment. He did advise that he has had meetings with the turbine operators and the fire department have been out for training and there are contingency plans in place.

### **Closed Session**

No Closed Session for this meeting.

### **Third Reading of By-laws**

Moved by Besley, Seconded by Mercer that By-law 66-2021 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 McLean, 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 November 4, 2021 and it be given the required

number of readings and numbered 67-2021. Carried.

**Adjournment and Date of Next Meeting**

Moved by McLean, Seconded by Besley that Council adjourn this meeting at 7:53 p.m. to meet again on Thursday, November 18, 2021 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK