

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held an electronic meeting on the 3rd day of March, 2022 at 9:00 a.m. Mayor Darren White, Deputy Mayor Dave Besley, Councillor Margaret Mercer and Councillor James McLean (left meeting at 11:57 a.m.) 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

Councillor Mercer – Support for Ukraine and discuss the Environmental Sustainability Committee

Councillor McLean – update on the Horning’s Mills Hall

Deletions

None.

Approval of the Agenda

Moved by McLean, Seconded by Besley that Council approve the Agenda 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 by giving the general nature thereof and that declarations must be submitted to the Clerk in writing.

Councillor Mercer declared an interest for the Special Emergency Meeting held on February 23, 2022 on the Libel Notice item, for the reason that: I am the one who filed/brought the notice.

Councillor Mercer declared (during the meeting) on Item 3.4 – Policy for publishing letters/emails for the reason that: I am making a claim of libel against the Township and on Item 3.5 – amendment to Township Social Media Policy for the reason that: I am making a claim of libel against the Township.

Minutes

Moved by Besley, Seconded by McLean that Council approve the minutes of the February 17, 2022 Council meeting as amended. Carried. Councillor Mercer mentioned a couple of items under Announcements that were excluded from the minutes, so those will be added before they are posted to the website.

Moved by Besley, Seconded by McLean that Council approve the minutes of the February 23, 2022 Special Emergency Meeting as amended. Carried.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

Nothing for this.

Public Question Period

1. Submission from Shane Hall
2. Submission from Debbie Fawcett
3. Submission from Wendy Travis
4. Submission from Gurpreet Sandhu

The letters in the Agenda package from the above persons were answered by Council and direction given to Staff, on submissions 2, 3 & 4. Mr. Hall was in attendance for the meeting, he was given an opportunity to speak to his submission.

Other questions were asked from those in attendance at the meeting and those questions were regarding the 2022 budget, Councillor Mercer declaring a conflict on the legal fees and insurance in the budget, the need to be able to use a lot of Development Charges money for the 2022 budget, questions about the Council wage increase and bringing forward a motion to rescind the by-law approving the increase, a question about the Deputy Mayor's cell phone and the voice mail recording and a question regarding the Poulton place survey.

Public Works

Accounts

Craig Micks, Public Works Superintendent was in attendance and presented the accounts in the amount of \$59,851.69.

Moved by Mercer, Seconded by McLean that Council receive the Public Works Accounts as presented by the Public Works Superintendent. Carried.

Van Harten Surveying Inc. Quote – Plan of Survey for Grierson Street & Cedar Street (Poulton Place) Corbetton

Moved by Besley, Seconded by McLean that Council approve the quote from Van Harten Surveying Inc. to prepare a plan of survey for Grierson Street and Cedar Street (now called Poulton Place) in the amount of \$6,000-\$8,000 plus disbursements and applicable HST. This quote complies with the Procurement By-law of the Township of Melancthon. Carried.

Road Safety Task Force Final Report February 2022

Councillors Mercer and McLean spoke to the Final Report on the Road Safety Taskforce and discussion ensued. It was suggested that the Report be moved into a Committee of the Whole meeting for further discussion on the recommendations. Staff were directed to put the Report on the next Roads Sub-Committee meeting for discussion on widening the shoulders of roads. For the next meeting, Council advised that the public could ask questions during the budget meeting on March 17th on the Report.

Tender Report from RJ Burnside and Associates Limited for Bridge 11

Moved by Besley, Seconded by McLean that Council award the tender to Jarlian Construction Inc. in the amount of \$299,180.95 + HST for the rehabilitation of Bridge 11. This tender complies with the Procurement By-law for the Township of Melancthon. Carried.

Other

Nothing for this.

Planning

Duivenvoorden Haulage Ltd. – Notice of Complete Application

Staff advised that the Notice was placed in the Agenda package for information purposes.

Other

Nothing for this.

Strategic Plan

Nothing for this.

Climate Change Initiatives

Nothing for this.

Police Services Board

Nothing for this.

Committee/Board Reports & Recommendations

The following verbal reports were given:

Deputy Mayor Besley – Mulmur Melancthon Fire Board Meeting

Councillor Mercer – during this time, Councillor Mercer spoke to her addition to the Agenda regarding the Environmental Sustainability Committee and the replacement Member, so that a meeting could be held on March 18, 2022. The Council Member to replace Councillor Hannon on the Committee will be Councillor James McLean.

Councillor McLean – during this time, Councillor McLean spoke to the re-opening of the Horning's Mills Community Hall and the Hall Board is working on that. The Board is working on a few events, as well as an Easter Event.

Mayor White – NDCC – February 10, 2022

Correspondence

Board & Committee Minutes

1. CDRC Board of Management – November 24, 2021
2. Township of Melancthon Roads Sub-Committee – December 16, 2021
3. Township of Melancthon Heritage Committee – January 12, 2022
4. Township of Melancthon Environmental Sustainability Committee – January 7, 2022
5. NDCC Board of Management – January 12, 2022
6. Shelburne Public Library – January 18, 2022

Moved by Mercer, Seconded by McLean that the Board and Committees correspondence items 1-6 be received as information. Carried.

Items for Information Purposes

1. New Routes: Dufferin County Outdoor Recreation Plan
2. Ice Jam Prevention and Mitigation Info Sheet (Councillor Mercer)
3. Town of Gravenhurst Resolution regarding the Dissolution of the OLT
4. Dufferin County Forest Annual Report & Recreation Policy Review
5. Best Practices for Source Water Protection
6. Letter from Town of Mono regarding Ontario Housing Affordability
7. GRCA Municipal Levy & Budget 2022
8. GRCA Inventory of Programs & Services
9. Township of Melancthon to Terminate Emergency Declaration on March 1

Moved by Besley, Seconded by Mercer that correspondence items 1-9, for information purposes, be received as information and # 1 & # 9 pulled for further discussion. Carried.

1 – Councillor Mercer spoke to this item and Staff were directed to send it out to the various recreation boards and ask that they place the item on their next Agenda for discussion.

9 – Councillor Mercer asked for further information on the Termination of the Emergency Declaration and Mayor White provided that information.

Items for Council Action

1. NDCC 2021 Final and Draft 2022 Budget

This item was deferred until Council has had a chance to do the full-scale review of the NDCC Agreement.

2. Shelburne Public Library Board & Township of Melancthon - 2022 Library Agreement

Moved by McLean, Seconded by Mercer that Council direct the Mayor and Clerk to sign the 2022 Library Agreement between the Shelburne Public Library and the Corporation of the Township of Melancthon. Carried.

General Business

Accounts

Sarah Culshaw, Treasurer, presented the general accounts in the amount of \$41,520.76.

Moved by Mercer, Seconded by Besley that Council receive the General Accounts as presented by the Treasurer. Carried.

Notice of Intent to Pass By-laws

By-law to Authorize the Execution of an Agreement Between Comprint (Datafix) and Township of Melancthon

Moved by Besley, Seconded by Mercer that leave be given to introduce a By-law to authorize the execution of an Agreement between Comprint Systems Incorporated (doing business as Datafix) and the Corporation of the Township of Melancthon for Voter List Management Services for the 2022 Municipal Election and it be hereby read a first and second time and numbered 10-2022. Carried.

By-law to Deem a Registered Plan of Subdivision, or a Part Thereof, No Longer to be a Registered Plan of Subdivision (Condition of Consent Application B3/21 - Squirrell /Hardman Consent)

Moved by Mercer, Seconded by McLean that leave be given to introduce a By-law to Deem a Plan of Subdivision, or a part thereof, no longer to be a registered Plan of Subdivision and it be hereby read a first and second time and numbered 11-2022. Before Mayor White called for the vote, Staff explained the purpose of the Deeming By-law and why it was required as part of the Squirrel/Hardman Consent Application.

Councillor Mercer then called for a recorded vote:

Councillor Mercer – Nay

Councillor McLean – Yea

Deputy Mayor Besley – Yea

Mayor White – Yea

Carried.

New/Other Business/Additions

Report from Sarah Culshaw, Treasurer/Deputy Clerk - Salary Report

Moved by Besley, Seconded by McLean that the Report of Sarah Culshaw, Treasurer/Deputy Clerk be received and that Council approve the employee pay band grid increase of 2.4% effective January 1, 2022. Carried.

Council Vacancy Appointment Procedure – Discussion and Direction

Discussion ensued on the Council Vacancy Appointment. Council will hear from the Candidates on March 17, 2022 at 7:00 p.m. and then will call a Special Meeting to go into Closed Session on March 24, 2022 at 5:00 p.m. to review the information and vote for the new Candidate. Staff will update the Policy and put it on the website.

Report from Sarah Culshaw, Treasurer/Deputy Clerk – Horning’s Mills Community Hall Trillium Grant Project

Moved by McLean, Seconded by Besley that the Report of Sarah Culshaw, Treasurer/Deputy Clerk be received and Staff be directed to contact RJ Burnside and Associates to obtain a quote from them to manage the Horning’s Mills Community Hall Trillium Grant Project. Carried.

Policy for publishing letters/emails from residents/ratepayers in the Agenda packages – Discussion and Direction

Councillor Mercer declared an interest on this matter and was placed in the waiting room).

Discussion ensued on this matter. Staff advised that they rely on Section 37 of the Procedural By-law for including communications in the Agenda and that information had been obtained from other municipalities regarding this matter. Councillor McLean spoke to the matter and he also had obtained some information that was passed on to the Clerk and Staff are following the rules of other municipalities. Staff suggested an amendment to Section 37 and it will be provided to Council at the next meeting for consideration.

Amendment to Township Social Media Policy to include information regarding personal Facebook accounts of Council members – Discussion and Direction

Councillor Mercer declared an interest on this matter and she was placed in the waiting room.

Discussion ensued and Staff read some options to Council for an amendment to the Policy. Staff were asked to provide these to Council in the next Agenda package for review.

Councillor Mercer was returned to the meeting.

Inter-Municipal Working Group for the Dissolution of the CDRC and Shelburne Fire Board – choose new member for the Working Group to replace Councillor Hannon

Moved by Mercer, Seconded by McLean that Councillor McLean be appointed to the Inter-Municipal Working Group (created for the purposes of discussing next steps and legal consultation regarding the dissolution of the Centre Dufferin Recreation Complex Board of Management and the Shelburne and District Fire Department Board of Management), in the place of Councillor Hannon. Carried.

Replacement Board/Committee Council Member for the following Boards/Committees that Councillor Hannon served on: Southgate Recreation Advisory Committee, Upper Grand Watershed Committee, Shelburne and District Fire Department, Roads Sub-Committee, Environmental Sustainability Committee, Road Safety Task Force

Councillor Mercer inquired about the meeting dates/times for Southgate Rec Advisory and Upper Grand Watershed and Staff will get this information for her. This item was deferred to the next meeting.

NDCC Public Member Vacancy – Update

Staff updated that no applications were received and the deadline for applications was extended until Friday, March 11, 2022.

Unfinished Business

NEC Update from Janet Horner, Dufferin County NEC Representative

The update from Janet Horner was reviewed and discussion ensued. Staff were then directed to contact the NEC to request that NEC Staff provide the Township with bi-monthly status updates pertaining to 140 and 142 Mill Lane in Horning's Mills, so that Council can keep on top of what is happening there and if there are questions from residents, Council can let them know. It was then Moved by Mercer, Seconded by McLean to receive the update from Janet Horner as information. Carried.

Full Scale Review of Melancthon's Participation in the North Dufferin Recreation Agreement

Discussion ensued on the NDCC Agreement. It was decided that Council would email their questions, concerns and comments to Staff and then Staff would compile the responses into a document for the next meeting. There was also a suggestion about a Cost Benefit Analysis and Councillor Mercer will contact Sarah regarding this Report.

Councillor McLean leaves meeting at 11:57 a.m.

CDRC Capital Costs – Number of Melancthon Users using the facility

Staff advised that there was no new information for this item and it was deferred.

Township Diversity Policy

Staff recommended that Council continue to defer this item until the County of Dufferin has established its Policy.

Draft Budget 2022 – Capital and Operating

Sarah Culshaw, Treasurer reviewed her Report and Budget with Council. Discussion ensued regarding the use of Development Charges, as well as discussion regarding the paving of the 4th Line NE. Sarah was asked to provide a draft budget, using \$300,000.00 from reserves and getting a loan for \$350,000 to bring the percentage down on the budget that includes the 4th Line NE paving. It was noted by Staff that there will be a public meeting for the draft budget on March 17th and Sarah was asked to bring two budgets forward – one with the 4th Line NE paving as discussed above.

Retaining the services of a Planner/Planning Consultant

Staff advised that they have contacted various municipalities and are waiting to hear back. A further update will be provided at the next meeting.

Additions

Councillor Mercer – Support for Ukraine

Staff were directed to purchase a Ukraine Flag, to raise, as our support for Ukraine.

Delegations

None for this meeting.

Closed Session

None for this meeting.

Third Reading of By-laws

Moved by Besley, Seconded by Mercer that By-laws 10-2022 and 11-2022 now be read a third time, signed by the Mayor and Clerk, sealed and engrossed in the By-law Book. Carried.

Notice of Motion

Moved by Councillor Mercer that the Township create a volunteer recognition program that recognizes and rewards volunteer contributions.

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 March 3, 2022 and it be given the required number of readings and numbered 12-2022. Carried.

Adjournment and Date of Next Meeting

Moved by Besley, Seconded by Mercer that Council adjourn this meeting at 12:45 p.m. to meet again on Thursday, March 17, 2022 at 5:00 p.m. or at the call of the Mayor. Carried.

MAYOR

CLERK