

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

The Council of the Corporation of the Township of Melancthon held a hybrid meeting on the 2<sup>nd</sup> day of May, 2024 at 5:00 p.m. Mayor Darren White, Deputy Mayor James McLean, Councillor Ralph Moore, Councillor Bill Neilson and Councillor Ruth Plowright (virtual) were present. Denise Holmes, CAO/Clerk and Sarah Culshaw, Treasurer/Deputy Clerk were also present. Mayor White presided and called the meeting to order.

Mayor White advised that the meeting was being recorded and would be posted to the Township's website under Council Agendas and Minutes.

### **Land Acknowledgement Statement**

Mayor White shared the Land Acknowledgement Statement.

### **Announcements**

None.

### **Additions**

CAO – Additional Public Works Employee – Duties of the Position

### **Deletions**

None.

### **Approval of the Agenda**

Moved by Moore, Seconded by Neilson 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.

### **Minutes**

Moved by McLean, Seconded by Moore that Council approve the minutes of the April 18<sup>th</sup>, 2024 Council meeting as circulated.

### **Business Arising from Minutes**

None.

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

None.

### **Public Question Period**

Jack Polonsky made a comment about the discussion regarding the Horning's Mills Community Hall at the last meeting.

### **Public Works**

### **Accounts**

Craig Micks was in attendance and presented the accounts in the amount of \$81,821.51. Moved by McLean, Seconded by Neilson that Council receive the Public Works Accounts as presented by the Public Works Superintendent. Carried.

## **Other**

Craig advised that the road sweeper would be here next week and the ped zones will go in when the road sweeping is done. The contractor is going in next week to do the ballpark in Horning's Mills.

Mayor White and Deputy Mayor McLean updated Council on the meeting this morning with the Mennonite Community on road safety.

## **Addition to the Agenda - Public Works Employee - Duties of the Position**

At the last meeting of Council a motion was passed to hire a full-time employee whose chief responsibilities would be maintenance of the Horning's Mills Hall, Park and Cemeteries and when that work is completed, work as assigned by the Public Works Superintendent. The HR Committee met to discuss this position and rather than have specific duties for this position, the request from Staff was that the Township hire the employee based on the current job description of a public works employee. The CAO and the Public Works Superintendent would then work on a schedule, so that each week the scheduled employee would be responsible for the Hall, Park and Cemetery maintenance and they would also be on call (something new to be implemented). Discussion ensued and Council was in agreement with this so long as the maintenance work gets done.

## **Planning**

### **Applications to Permit**

There were no questions or concerns regarding the one application on the spreadsheet.

### **Planning Report from Liam Morgan, Development Planner – Application for Official Plan and Zoning By-law Amendment (Assessment Roll #: 22-19-000-005-02150-0000)**

Liam Morgan, Development Planner was in attendance and reviewed his Report with Council and answered questions.

Moved by Neilson, Seconded by McLean that the application for Official Plan Amendment submitted by MHBC Planning Ltd. be received together with this report and declared complete and that the Township of Melancthon coordinate the completion of peer reviews of the technical reports and site plans submitted with the application. Carried.

## **Other**

There was nothing for this.

## **Strategic Plan**

There was nothing for this.

## **Climate Change Initiatives**

There was nothing for this.

## **Police Services Board**

There was nothing for this matter, but it was mentioned by Deputy Mayor McLean that it was a good engagement session at the Town Hall Meeting on Monday, April 25, 2024.

## **Committee/Board Reports & Recommendations**

There were no Committee/Board Reports or Recommendations.

## **Correspondence**

### **Board, Committee & Working Group Minutes**

1. Horning's Mills Park Board – March 13, 2024

Moved by McLean, Seconded by Moore that the Horning's Mills Park Board meeting minutes of March 13, 2024 be received as information. Carried.

### **Items for Information Purposes**

1. Township of Clearview – Final Draft of the New Clearview Township Official Plan
2. Bernie Derible, Deputy Minister and Commissioner of Emergency Management, Treasury Board Secretariat – Ontario's Provincial Emergency Management Strategy and Action Plan: 2023 Annual Report
3. Emergency Management Ontario – 2023 Melancthon Township Compliance Results
4. Nottawasaga Valley Conservation Authority – 2024 Tree Planting Grants
5. Upper Grand District School Board – 2023-2024 Long Term Accommodation Plan (LTAP) Comprehensive Report
6. MPAC 2023 Annual Report

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

### **Items for Council Action**

1. NDACT Well Registration Process - Township Owned Lands

Discussion ensued on this matter and Carl Cosack and Natalie Kotyck, NDACT were in attendance to speak to it. There were no concerns with Staff sending in the well registration for the Horning's Mills Hall and Park, but Staff were directed to contact our Hydrogeologist who monitors the wells at our landfill site to see if there would be any issues with a third party testing the wells at the landfill and report back.

## **General Business**

### **Accounts**

Sarah Culshaw, Treasurer presented the general accounts in the amount of \$204,740.99.

Moved by McLean, Seconded by Moore that Council receive the General Accounts as presented by the Treasurer. Carried.

### **Notice of Intent to Pass By-laws**

#### **By-law to Prescribe Lower Rates of Speed – Horning's Mills, Corbetton, Riverview**

Moved by McLean, Seconded by Neilson 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 and numbered 19-2024. Discussion ensued on the By-law and the speed limits in Riverview and Corbetton will be reduced to 40 km/hr from the 50 km/hr as noted in the By-law. A third reading will be given at the next meeting to give Staff an opportunity to make the amendments to the By-law

### **\*Addendum**

#### **By-law to Establish Community Safety Zones in the Township of Melancthon (repealing By-laws 14-2008 and 17-2024)**

Moved by McLean, Seconded by Moore that leave be given to introduce a By-law to Establish Community Safety Zones in the Township of Melancthon and it be hereby read a first and second time and numbered 20-2024. Carried.

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

#### **Deputy Mayor McLean - Notice of Motion from April 18, 2024 Council Meeting Communication of Significant Incidents to Relevant Dufferin County CAO's, Mayors, Deputy Mayors and the County of Dufferin Manager of Preparedness, 911 & Corporate Project**

Moved by McLean, Seconded by Moore that Whereas First Responders in Dufferin County provide an essential service in protecting and supporting individuals in their immediate time of need; And Whereas Township and County politicians and staff require information about significant incidents so that they can help impacted individuals access medium and long-term support; And Whereas Township and County politicians and staff require information about significant incidents so that they can communicate an appropriate amount of information to the public and news media; And Whereas there are currently no established processes to communicate information between First Responders and Township and County politicians and staff; Now therefore be it resolved that Melancthon Council request that the Shelburne Fire Board, Mulmur-Melancthon Fire Board and Township of Southgate Fire Department establish a process to share information on significant incidents with the relevant Dufferin County CAOs, Mayors, Deputy Mayors and the County of Dufferin Manager of Preparedness, 911 & Corporate Projects; And further that a "significant incident" constitutes any situation that has: 3 or more alarms, people who are unable to return to their homes, the potential for media attention, and/or loss of life. And further that when a significant incident occurs the Fire Chief in command of the scene communicates the following information to the relevant Dufferin County CAOs, Mayors, Deputy Mayors and the County of Dufferin of Preparedness, 911 & Corporate Projects: whether the incident is ongoing or concluded; the location and number of people impacted; whether the Red Cross was activated; whether social services were offered; serious injuries/fatalities; any injury/exposure to responders including the potential for emotional injuries. And further that significant incidents be communicated by email to the relevant Dufferin County CAOs, Mayors, Deputy Mayors and the County of Dufferin Manager of Preparedness, 911 & Corporate Projects no later than 12 hours after the time that the significant incident has been resolved. Carried.

Staff to send this motion to those mentioned in the motion, as well as Detachment Commander, Michael Di Pasquale, Dufferin OPP.

#### **Deputy Mayor McLean – Notice of Motion from April 18, 2024 Council Meeting – Dissolving of the Horning's Mills Park Board and Corbetton Park Board to Establish a Melancthon Park Board**

Moved by McLean, Seconded by Neilson that the Council for Melancthon Township dissolve the Horning's Mills Community Park Board and Corbetton Park Board effective July 15, 2024; And further that the Council for Melancthon Township establish a new Melancthon Park Board that will oversee the activities and upgrades at the Horning's Mills Community Park, Corbetton Park and the Township properties in Riverview; And further that a new Terms of Reference be created by the Board, to reflect the new Board; And further that the membership on the new Board will be expanded to include 7 members of the public and 2 members of Council with recruitment of the new Board to begin on July 15, 2024. Discussion ensued on this motion and it was tabled to a future Council meeting to give Mayor White a chance to discuss this with the Corbetton Park Board.

#### **OPP Paid Duty – Enforcement Locations – Direction to Staff**

Discussion ensued and this will be discussed at the Roads Sub-Committee meeting and direction will come from that Committee on the locations.

## **Unfinished Business**

### **NDCC Funding Request**

This item was deferred and Staff were directed to get an update from Mulmur Township on funding initiatives, and to ask if a response has been received from Clearview Township on Mulmur's funding request.

### **MOU between the Horning's Mills Hall Board and the Township of Melancthon**

Discussion ensued and Staff noted the two changes made at the last meeting regarding the Board developing a budget and submitting it annually to Council in January and that the Board share with the Township, a schedule of rentals and events at the Hall.

Moved by McLean, Seconded by Moore that we direct the CAO of the Township of Melancthon to sign the Memorandum of Understanding made on the 2<sup>nd</sup> of May, 2024 between the Horning's Mills Community Hall Board and the Township.

Councillor Plowright inquired about reimbursement of the internet and incidentals that were paid for by the Board last year and Staff were directed to put this on the next Agenda.

### **Delegations - Addendum**

The following Delegation took place during the meeting.

5:30 p.m. - Chris Taylor, By-law Enforcement Officer and Liam Morgan, Development Planner were in attendance regarding a By-law Complaint at 516598 County Road 124 – to seek direction from Council on the matter.

Moved by McLean, Seconded by Moore that Council move into a Closed Session Meeting at 5:38 p.m. pursuant to Section 239(2) of the Municipal Act, 2001, as amended for the following reason: (b) Personal matters about an identifiable individual, including municipal or local board employees and (e) litigation or potential litigation, including matters before administrative tribunal, affecting the local board - 516598 County Road 124 to seek direction from Council. Carried.

Moved by Moore, Seconded by McLean that Council rise from Closed Session at 5:54 p.m. with report. Carried.

### **Closed Session**

Moved by McLean, Seconded by Neilson that Council move into a Closed Session Meeting at 6:11 p.m. pursuant to Section 239(2) of the Municipal Act, 2001, as amended for the following reason: © a proposed or pending acquisition or disposition of land by the municipality or local Board – proposed disposition of land in Riverview. Carried.

### **Rise With or Without Report from Closed Session**

Moved by Neilson, Seconded by Plowright that Council rise from Closed Session at 6:28 p.m. with report. Carried.

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

Moved by McLean, Seconded by Moore that By-law 20-2024 now be read a third time, signed by the Mayor and Clerk, sealed and engrossed in the By-law Book. Carried.

### **Notice of Motion**

Mayor White advised that he would be putting a motion on for the next meeting regarding engaging the Province and the County regarding the Highway 10 and County Road 17 intersection.

**Confirmation By-law**

Moved by Neilson, Seconded by McLean 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 Council meeting held on May 2, 2024 and it be given the required number of readings and numbered 21-2024. Carried.

**Adjournment and Date of Next Meeting**

Moved by Moore, Seconded by Plowright that Council adjourn this meeting at 6:30 p.m., to meet again on Thursday, May 16, 2024 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK