

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

The Council of the Corporation of the Township of Melancthon held a hybrid meeting on the 12<sup>th</sup> day of December, 2024 at 9:00 a.m. Mayor Darren White, Deputy Mayor James McLean (virtual), Councillor Ralph Moore (virtual), Councillor Bill Neilson and Councillor Ruth Plowright (virtual) were present. Denise Holmes, CAO/Clerk, Sarah Culshaw, Treasurer/Deputy Clerk and Kaitlin Dinnick, Administration and Finance Assistant 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**

None.

### **Deletions**

None.

### **Approval of the Agenda**

#### **Moved by Moore, Seconded by McLean**

That Council approve the Agenda as presented. 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.

### **Approval of Draft Minutes**

#### **Moved by Neilson, Seconded by Moore**

That Council approve the minutes of the November 21, 2024 Council meeting as circulated. Carried.

### **Business Arising from Minutes**

1. 2025 Ontario Municipal Partnership Fund (OMPF) Regarding Farm Enhancement Portion

Sarah Culshaw, Treasurer spoke to this matter. She advised that if the Township does go below the 70%, we will still get the funding.

2. CAO/Clerk to update about Dundalk Co-op Closure

The CAO updated Council regarding a conversation she had with the General Manager of the Co-op about the closure at the end of the year.

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

None.

## **Public Question Period**

Jack Polonsky advised Council that the Shrigley Missionary Church is open again and spoke on the road maintenance as a result. He also made a comment about the Mennonite buggies that he has seen lately and the back of the buggies have been outlined in the conspicuity tape (which was mentioned at the Town Hall Meeting on October 24, 2024).

## **Public Works**

### Accounts

Craig Micks, Public Works Superintendent was in attendance and presented the accounts in the amount \$411,198.07.

### **Moved by McLean, Seconded by Plowright**

That Council receive the Public Works Accounts as presented by the Public Works Superintendent. Carried.

### Recommendation from Roads Sub-Committee Meeting Held December 2<sup>nd</sup>, 2024

Deputy Mayor McLean, who is Chair of the Roads Sub-Committee, spoke to the Roads Sub-Committee recommendation. The idea of the new Committee is that there will be more Council oversight on the municipal infrastructure in order to make strategic decisions.

### **Moved by Neilson, Seconded by McLean**

That Council accepts the recommendation from the Roads Sub-Committee and the Terms of Reference for the Roads Sub-Committee be revised to include all Township Infrastructure (Township Buildings, Roads, Bridges, Horning's Mills Community Hall, Parks) and Emergency Management and that the Roads Sub-Committee now becomes the Infrastructure and Emergency Management Committee. Carried.

During this time, Staff were directed to have Steve Murphy, Dufferin County/Melancthon CEMC attend the next meeting of Council, regarding concerns Mayor White has regarding a tractor trailer that overturned on a County Road in Melancthon that spilled diesel fuel causing the road to be closed for several days, and how that matter was handled from an Emergency Management standpoint.

### Public Consultation on Road Safety for Horse and Buggies – Summary Report (Deputy Mayor McLean)

Deputy Mayor McLean spoke to the Report and advised that it is a brief summary report to track the main points raised at the Town Hall meeting and he referenced the key takeaways from the meeting. The Report can be found on the Township's website.

During this time, the CAO/Clerk updated Council on her conversation with Cody Hammer of the Ministry of Transportation (who attended the Town Hall meeting) regarding the development of a brochure for the Mennonite Community. Mr. Hammer is suggesting that the Township provide the Mennonites with the Ontario Farm Guide for Farm Equipment on Ontario's Highways as the Mennonite buggies are classified as slow-moving vehicles under the Highway Traffic Act. It was noted that anything we put out would have to be approved by the Ministry of Transportation. Discussion ensued on this and the consensus was that the Ontario Farm Guide is a good starting point, but the brochure should be specific to Mennonite horse and buggies. Staff will confirm with the MTO regarding its approval.

It was also noted that there is a lack of signage on County Road 124 for horse and buggies.

## Other

Craig advised that the Public Works Department has three new employees doing snowplowing this winter and they are doing an extremely great job. Councillor Plowright complimented the work of the Public Works Staff at the Horning's Mills Hall and in Horning's Mills.

## **Planning**

### Other

Nothing for this matter.

## **Strategic Plan**

There was nothing for this matter.

## **Climate Change Initiatives**

There was nothing for this matter.

## **Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur**

1. Dufferin Ontario Provincial Police 3<sup>rd</sup> Quarter 2024 Board Report

Al Blundell, Chair, attended the meeting virtually and spoke to the 3<sup>rd</sup> Quarter Report that had already been reviewed at the last Detachment Board meeting.

### **Moved by McLean, Seconded by Neilson**

That the Dufferin OPP – Melancthon, Mono and Mulmur Police Services Board 3<sup>rd</sup> Quarter Report for 2024 be received as information. Carried.

Mayor White spoke on his item on the Agenda regarding police record checks and it was noted that there was a brief discussion at the meeting about this. The website to apply for a record check does state that there may be a lengthy wait time. The record checks are done by a third party, not the OPP. Mayor White will further discuss this at the next meeting as an 8-week wait is not acceptable.

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

Councillor Neilson gave a verbal report for the Shelburne and District Fire Board meeting held on December 3, 2024. Staff were directed to have Chief Dave Pratt attend a meeting of Council to speak to his Level Service Review Report.

## **Correspondence**

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

1. Heritage Advisory Committee – November 5<sup>th</sup>, 2024
2. Road Sub-Committee – November 4<sup>th</sup>, 2024
3. Shelburne & District Fire Board – November 5<sup>th</sup>, 2024

### **Moved by McLean, Seconded by Plowright**

That the Board, Committee & Working Group Minutes Items 1-3, be received as information. Carried.

## **Items for Information Purposes**

1. Dufferin County - Municipal Emergency Readiness Funds Grant Recommendations

2. Clearview Township Resolution Regarding OPP Annual Billing Statement
3. Dufferin County Resolution Regarding Melancthon Township's Road Safety Resolution
4. Ministry of the Environment, Conservation and Parks (MECP) – Land Policy Proposed Amendments to Reduce Records of Site Condition that are not Supporting Brownfields Redevelopment
5. Town of Shelburne – Application for Minor Variance for 716 & 722 Main Street East
6. Town of Orangeville Request to Provincial and Federal Government Regarding Distribution of Taxes on Property Transactions
7. Grand River Conservation Authority Meeting – November 22, 2024
8. Nottawasaga Valley Conservation Authority Board Meeting Highlights – November 2024
9. County of Simcoe – Notice of Decision with Respect to an Official Plan (Clearview Township)
10. Township of Amaranth – Letter of Support to the Township of Melancthon on motion regarding Temporary Traffic Calming Measures on County Road 17
11. Town of Shelburne – Motion to Support Township of Melancthon on motion regarding Temporary Traffic Calming Measures on County Road 17

**Moved by Plowright, Seconded by Moore**

That correspondence items 1-11, for information purposes, be received as information, except for items 3 & 6, pulled for further discussion. Carried.

Item # 3 - Councillor Neilson spoke to this matter. It was noted that the motion will be on the January 2025 County of Dufferin Infrastructure and Environmental Services Committee Meeting Agenda. Mayor White provided his comments on the matter, as well as Deputy Mayor McLean.

Item # 6 – Mayor White spoke to this motion and his support for it.

**Moved by White, Seconded by Neilson**

That Council supports the motion from the Town of Orangeville regarding the Request to Provincial and Federal Government regarding distribution of taxes on property transactions in its entirety and that this motion be forwarded to all municipalities in Dufferin County, Federation of Canadian Municipalities, Association of Municipalities, Sylvia Jones, MPP and Kyle Seeback, MP. Carried.

**Items for Council Action**

1. Proposal to Provide 2025 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site, Melancthon Township

**Moved by Neilson, Seconded by Moore**

That Council accepts the proposal to provide the 2025 Semi-Annual Groundwater Monitoring and Sampling for the Melancthon Landfill Site, located at Part of Lot 12, Concession 4 NE in the amount of \$16,605.00 plus HST from Bluewater Geoscience Consultants Inc. Carried.

**General Business**

Accounts

Sarah Culshaw, Treasurer presented the accounts in the amount of \$160,027.47.

**Moved by Plowright, Seconded by Neilson**

That Council receive the General Accounts as presented by the Treasurer. Carried.

## Notice of Intent to Pass By-laws

The By-laws were deferred until after the Committee of the Whole meeting.

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

### 2025 Spring Summer Newsletter

Councillor Plowright advised that the Hall Board meeting was changed to next Monday and she will be confirming the event dates for the newsletter after that.

### Report from Denise B. Holmes CAO/Clerk – Council Meeting Schedule 2025

Discussion ensued on the Report and the August meeting was deleted from the schedule. If it is required, Council will call a special meeting.

### **Moved by McLean, Seconded by Moore**

That Council confirm the 2025 Council meeting dates on the “Melancthon Council Meeting Schedule – 2025”, as amended. And further, that Council can always add additional Committee of the Whole, special, public and/or emergency meetings during the year as required and make amendments to the 2025 schedule as required. Carried.

### Tax Credits for Volunteer Firefighter (Deputy Mayor McLean)

Deputy Mayor McLean spoke to this and asked that this matter be brought up at a future Fire Board meeting (Shelburne and Mulmur Melancthon) to make sure that our Chiefs are making sure that the Firefighters are getting this.

### Report from Sarah Culshaw, Treasurer/Deputy Clerk regarding 2025 Draft Budget

Sarah Culshaw, Treasurer spoke to her Draft Budget Report and advised of the other Dufferin County municipality’s budget increases and COLA increases that have been proposed and/or approved. She will have another draft budget for the meeting in January, as well as a COLA Report.

### 2024 Supplemental and Write-Off Summary

Sarah Culshaw, Treasurer spoke to the Report and said the write-offs are less than last year because of a new process at MPAC, which she explained to Council.

### **Moved by McLean, Seconded by Neilson**

That Council receive the 2024 Supplemental and Write-Off Summary as information. Carried.

### 2024 Insurance Surplus to be transferred to the Insurance Reserve Fund

### **Moved by Plowright, Seconded by Neilson**

That Staff be directed to move the 2024 Insurance surplus to the Insurance Reserve Fund in the amount of \$15,918.10. Carried.

### Notice of Motion – Deputy Mayor McLean – Multi-Jurisdictional Fire Prevention and Protection Modernization Plan

### **Moved by McLean, Seconded by Neilson**

Whereas all local fire departments in Dufferin County have identified the need for new and expanded equipment and infrastructure in the coming years; And Whereas Dufferin County Paramedic Services has also expressed the need for new and expanded equipment and infrastructure in multiple locations throughout Dufferin County; And Whereas the County of Dufferin could ensure consistency for new and expanded

equipment and infrastructure across municipal boundaries; Now therefore be it resolved that Melancthon Council supports Option 1 of the Multi-Jurisdictional Fire Prevention and Protection Modernization Plan and that all Dufferin Municipalities vote to upload the fire services to the County to create a County of Dufferin Fire Department. Carried.

Update from CAO/Clerk regarding Fill being Brought into 436480 4<sup>th</sup> Line, Melancthon

Denise Holmes, CAO/Clerk advised that she had sent out the information to Council on Tuesday. Discussion ensued regarding the fill, and it was noted there is no requirement for a site alteration permit. She advised that Staff would confirm the hours of haulage.

**Unfinished Business**

Multi-Jurisdictional Fire Prevention and Protection Modernization Plan

Council reviewed and discussed the motions that had been received from the Town of Grand Valley, Township of Amaranth, Town of Shelburne and Township of East Garafraxa.

Grand River Conservation Authority – Follow-up to GRCA Attendance at September 19<sup>th</sup> Council Meeting

Council reviewed the letter received from the Grand River Conservation Authority and, after discussion, directed Staff to pay the 2024 Grand River Conservation Authority levy in the amount of \$21,692.00. Staff were also directed to advise the GRCA that Staff will be monitoring the concerns of Council next year.

The CAO/Clerk will also reach out to Guy Gardhouse, GRCA Representative to request that the GRCA update and complete the floodplain mapping and hydraulic modelling in Melancthon Township as soon as possible.

**Committee of the Whole**

10:46 a.m. – Moved by Plowright, Seconded by McLean that we adjourn Council to move into Committee of the Whole and reconvene as Council. Carried.

Council reconvened at 11:20 a.m.

Notice of Intent to Pass By-laws

By-law to Appoint Officials from January 1, 2025 to December 31, 2025

**Moved by McLean, Seconded by Neilson**

That leave be given to introduce a By-law to appoint Municipal Officials from January 1, 2025 until December 31, 2025 and it be hereby read a first and second time and numbered 46-2024. Carried.

By-law to Constitute and Appoint a Committee of Adjustment

**Moved by Moore, Seconded by Neilson**

That leave be given to introduce a By-law to Constitute and Appoint a Committee of Adjustment who shall hold office until December 31, 2025 and it be hereby read a first and second time and numbered 47-2024. Carried.

By-law to Appoint a Treasurer for the Corporation of the Township of Melancthon

**Moved by Neilson, Seconded by Plowright**

That leave be given to introduce a By-law to appoint a Treasurer for the Corporation of the Township of Melancthon and it be hereby read a first and second time and numbered 48-2024. Carried.

By-law to Appoint a Deputy Clerk for the Corporation of the Township of Melancthon

**Moved by Moore, Seconded by McLean**

That leave be given to introduce a By-law to appoint a Deputy Clerk for the Corporation of the Township of Melancthon and it be hereby read a first and second time and numbered 49-2024. Carried.

By-law and Report to Authorize the Use of Alternative Voting Methods for the 2026 Municipal Election

**Moved by Neilson, Seconded by McLean**

That leave be given to introduce a By-law to Authorize the Use of Alternative Voting Methods for the 2026 School Board and Municipal Election and it be hereby read a first and second time and numbered 50-2024. Carried.

Recommendation from Committee of the Whole

**Moved by Neilson, Seconded by Moore**

That Council dissolve the Corbetton Park Board and the Horning's Mills Community Park Board effective December 31, 2024 and reconstitute it as one Board called the Township of Melancthon Parks and Recreation Board and direct Staff to put out a call for volunteers. Carried.

**Moved by McLean, Seconded by Plowright**

That Council rescind the motion made on December 1, 2022 regarding the appointment of the Roads Sub-Committee. And further that Mayor White, Deputy Mayor McLean and Councillor Plowright be appointed to the new Infrastructure and Emergency Management Committee effective January 1, 2025 for the term of Council. Carried.

**Third Reading of By-laws**

**Moved by Moore, Seconded by Neilson**

That By-laws 46-2024, 47-2024, 48-2024, 49-2024 and 50-2024 now be read a third time, signed by the Mayor and Clerk, sealed and engrossed in the By-law Book. Carried.

**Delegations**

There were no Delegations for this meeting.

**Closed Session**

There was no Closed Session for this meeting.

**Notice of Motion**

None.

**Confirmation By-law**

**Moved by Neilson, Seconded by Plowright**

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 December 12, 2024 and it be given the required number of readings and numbered 51-2024. Carried.

**Adjournment and Date of Next Meeting**

**Moved by Plowright, Seconded by Moore**

That Council adjourn this meeting at 11:27 a.m. to meet again on Thursday, January 16, 2025 at 5:00 p.m. or at the call of the Mayor. Carried.

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MAYOR

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CLERK