

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a hybrid meeting on the 16th day of January, 2025 at 5:00 p.m. Mayor Darren White, Deputy Mayor James McLean, Councillor Ralph Moore (virtual), Councillor Bill Neilson and Councillor Ruth Plowright were present. Denise Holmes, CAO/Clerk, Sarah Culshaw, Treasurer and Kaitlin Dinnick, Deputy Clerk/Planning Coordinator 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

Councillor Plowright offered condolences to the Ritchie Family in the passing of Marg Ritchie on Tuesday.

Additions

Notice of Motion from Deputy Mayor McLean regarding the Shelburne Bypass.

Deletions

None.

Approval of the Agenda

Moved by Neilson, Seconded by Plowright

That Council approve the Agenda as amended.

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 Plowright, Seconded by McLean

That Council approve the minutes of the December 12, 2024 Council meeting as circulated.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

None.

Public Question Period

Shaen Armstrong asked if anyone has had a chance to look at the By-law from Caledon regarding the reform gravel.

Jack Polonsky made a comment that the Public Works Department (Craig and his Team) are doing a great job on the roads. The comment will be passed along to Craig.

Public Works

Accounts

The Public Works accounts were presented in the amount of \$292,928.09.

Moved by Neilson, Seconded by McLean

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

Other

None.

Planning

Applications to Permit

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

Other

Nothing for this matter.

Strategic Plan

Nothing for this matter.

Climate Change Initiatives

Nothing for this matter.

Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur

The next Board Meeting is February 27, 2025.

Committee/Board Reports & Recommendations

The following verbal reports were given:

Councillor Neilson – Shelburne and District Fire Board – January 7, 2025.

Deputy Mayor McLean – Shelburne and District Fire Board – January 7, 2025 – Deputy McLean's first meeting on this Board.

Correspondence

Board, Committee & Working Group Minutes

1. Mulmur-Melancthon Fire Board – September 17, 2024
2. Centre Dufferin Recreation Complex Board of Management – July 24, 2024
3. Centre Dufferin Recreation Complex Board of Management – September 6, 2024
4. Centre Dufferin Recreation Complex Board of Management – October 23, 2024

Moved by McLean, Seconded by Plowright

That the Board, Committee & Working Group Minutes Items 1-4, be received as information. Carried.

Items for Information Purposes

1. Shelburne & District Fire Board Resolution to Receive the Chief's Levels of Service Presentation
2. Nottawasaga Valley Conservation Authority Media Release – NVCA's New Conservation Areas Engagement Working Group
3. Letter from the Solicitor General regarding Additional Provincial Support for 2025 Ontario Provincial Policing Costs

4. Nottawasaga Valley Conservation Authority Media Release – NVCA CAO Announces Retirement
5. Letter from Linda Polonsky regarding Mennonite Road Safety
6. Grand River Conservation Authority Summary of the General Membership Meeting – December 13, 2024
7. Township of East Garafraxa Resolution regarding Exotic Animals and Licensing Zoos
8. Ministry of Municipal Affairs and Housing Letter regarding the Proposed Accountability Act, 2024
9. Grand River Conservation Authority Notification of GRCA General Membership Attendance 2024
10. Ministry of Environment, Conservation and Parks – Excess Soil Regulation – Change Made to the In-Effect Date of the Landfilling Restriction
11. Ontario Provincial Police – 2025 Annual Billing Statement Package
12. Grand River Conservation Authority 2025 Municipal Apportionment and Budget Vote Meetings
13. Minister of Infrastructure – Supporting Ontario’s 2025 Connectivity Objectives: Municipal Guidance and Expectations
14. Ministry of Natural Resources – Decision on Discussion Paper: Regulating Commercial-Scale Geologic Carbon Storage Projects in Ontario and Proposal on Enabling the Development of Commercial-Scale Geologic Carbon Storage in Ontario: The Geologic Carbon Storage Act
15. Ontario Provincial Police – Ontario Shared Services (OSS) Credit
16. Township of Southgate – Notice of Public Hearing – Consent Application B8-24 for Dundalk Village Two Inc. (BWDSB New School Site)
17. Township of Southgate – Notice of Public Hearing – Minor Variance Application A13-24 for Dundalk Village Two Inc. (BWDSB New School Site – Road Access)
18. Township of Southgate – Notice of Public Hearing – Minor Variance Application A14-24 for Dundalk Village Two Inc. (BWDSB New School Site – Height)
19. Nottawasaga Valley Conservation Authority December 2024 Board Meeting Highlights

Moved by Neilson, Seconded by Plowright

That correspondence items 1-19, for information purposes, be received as information, except for items 3, 5 & 8 pulled for further discussion. Carried.

Councillor Neilson spoke to the three items that were pulled for discussion.

With regards to Item No. 5, Staff were directed to forward this to the Infrastructure and Emergency Management Committee for further review and discussion about the standardization of lighting on buggies. Staff to check with Region of Waterloo to see if they have information on this.

Items for Council Action

1. Notice of Request for Drain Maintenance and/or Repair by John C. Fraser-Lee – Fraser-Lee Drain

Moved by Neilson, Seconded by Moore

That Council accept the notification for maintenance and repair of the Fraser-Lee Drainage Works under Section 74 and 79(1) of the Drainage Act, 1990, signed by John C. Fraser-Lee, owner of Lot 34, Concession 3 NE. We direct Tom Pridham, P.Eng., Drainage Superintendent to investigate and report back to Council on his findings and recommendations. Carried.

2. Notice of Request for Drain Maintenance and/or Repair by Mahlon Bauman (Mahlon Bauman Inc) – Hicks Drain

Moved by Plowright, Seconded by McLean

That Council accept the notification for maintenance and repair of the Hicks Drainage Works under Section 74 and 79(1) of the Drainage Act, 1990, signed by Mahlon

Bauman on behalf of Mahlon Bauman Inc., owner of Lot 8, Concession 5 SW. We direct Tom Pridham, P.Eng., Drainage Superintendent to investigate and report back to Council on his findings and recommendations. Carried.

3. Notice of Request for Drain Maintenance and/or Repair by Donald and Mary Horst – Brausam Drain

Moved by Neilson, Seconded by McLean

That Council accept the notification for maintenance and repair of the Brausam Drainage Works under Section 74 and 79(1) of the Drainage Act, 1990, signed by Donald and Mary Horst, owners of Lot 16, Concession 5 SW. We direct Tom Pridham, P.Eng., Drainage Superintendent to investigate and report back to Council on his findings and recommendations. Carried.

General Business

Accounts

Sarah Culshaw, Treasurer presented the accounts in the amount of \$1,014,412.49.

Moved by Moore, Seconded by Plowright

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

Notice of Intent to Pass By-law

By-law to Authorize the Borrowing of \$3,525,766.45 (Borrowing By-law)

Moved by McLean, Seconded by Moore

That leave be given to introduce a By-law to authorize the borrowing of monies to meet, until taxes are collected, the current expenditures of the Corporation for the year 2025 and it be hereby read a first and second time and numbered 1-2025. Carried.

By-law to Provide for the Levy and Collection of Rates or Levies Required for the Township of Melancthon for the Interim Levy for the Year 2025

Moved by Neilson, Seconded by McLean

That leave be given to introduce a By-law to provide for the levy and collection of rates or levies required for the Interim Levy for the year 2025 and it be hereby read a first and second time and numbered 2-2025. Carried.

By-law and Report to Establish a Municipal Service Board for the Development and Promotion of Parks and Recreational Activities in the Township of Melancthon

Moved by Plowright, Seconded by Neilson

That leave be given to introduce a By-law to Establish a Municipal Service Board for the Development and Promotion of Parks and Recreational Activities in the Township of Melancthon and it be hereby read a first and second time and numbered 3-2025. Carried.

New/Other Business/Additions

2025 Health and Safety Policy Statement

Moved by Plowright, Seconded by McLean

That Council hereby accepts the 2025 Health and Safety Policy Statement as presented. Carried.

COLA Salary Report from Sarah Culshaw, Treasurer

Moved by Neilson, Seconded by Moore

That the COLA Salary Report from Sarah Culshaw, Treasurer be received and Council approves that the 2025 COLA for Council and Staff be set at 3.35%. Carried.

ROMA Delegation with the Minister of Transportation – Discussion & Direction to Staff

Mayor White spoke to this matter and explained what information would be presented during the meeting with the Minister of Transportation regarding the intersection of Highway 10 and County Road 17, Mennonite Road Safety and, if time permits, the Shelburne Bypass. Mayor White, Deputy Mayor McLean and Councillor Plowright will be representing the Township at the ROMA Delegation.

Unfinished Business

Multi-Jurisdictional Fire Prevention and Protection Modernization Plan – Motions from Town of Orangeville and Township of East Garafraxa

There was no further action on this matter, and it was Moved by McLean and Seconded by Neilson that we receive the correspondence. Carried.

2025 Draft Capital and Operating Budgets, Sarah Culshaw, Treasurer

Sarah Culshaw, Treasurer presented a second draft of the Budget and reviewed her budget summary with Council. The increase in this draft budget is 15.40%. She advised that she was looking for some direction from Council to help reduce the increase, such as closing reserve fund accounts that are not being utilized (Emergency Relief), consolidating park board accounts, etc. A lengthy discussion ensued, and several changes were made to the draft budget which brought it down to a 6.43% increase, and with growth is 4.35%. Sarah will make the changes to the draft budget and bring another draft to the February 6, 2025 meeting. She will also provide the reserve schedules, development charge schedule, five-year capital plan, growth implications and impacts on assessment information for Council.

Discussion ensued on the Public Meeting for the draft budget, and it will be held on March 6, 2025 at the Horning's Mills Community Hall. There will be no time designated, but it was advised that it would not be discussed before 6:00 p.m.

Reports/Updates from Members of Council & Administrative Staff

It was explained by Mayor White that this is a new item on the Agenda to provide and gain information and updates from Council and Staff. Denise Holmes, CAO/Clerk provided an update to Council on a Staff planning meeting on Tuesday regarding OP Conformity with the Dufferin County Official Plan, the updating of the Township's Official Plan and the Zoning By-law to implement the Township Official Plan.

Deputy Mayor McLean asked Liam Morgan, Development Planner to provide an update on the pamphlet regarding Mennonite road safety for motor vehicle users. Liam advised that he drafted the pamphlet, but it has since been taken over by the Public Works Team and they would be able to provide an update on it.

Delegations/Public Meetings

5:30 p.m. – A Public Meeting was called to consider a proposed Zoning By-Law Amendment on Lots 1 and 2, Plan 332 – 077572 7th Line SW. The proposed Zoning By-law Amendment would rezone the property to a Hamlet Residential Exception (R1-11) Zone to permit a feral cat rescue. The rezoning will also include site-specific zoning provisions that were utilized under the Temporary Use By-law. Sharon Morden, (owner/applicant), Yuriy Pelech (Ms. Morden's Land Use Planning Consultant), and Liam Morgan, Township Development Planner were in attendance for the Public Meeting. Mr. Pelech spoke on behalf of Ms. Morden and described the purpose of the application which is to make the zoning permanent for the Feral Cat Rescue (it had been temporary for the last three years). Liam Morgan then spoke to his Report which recommended

approval of the Zoning By-law Amendment. There were no concerns from Council or members of the public.

Moved by McLean, Seconded by Neilson

That leave be given to introduce a By-law to amend Zoning By-law No. 12-1979 as amended, as it affects properties known legally as Lots 1 and 2, Plan 332, located in Part of Lot 21, Concession 7 SWTSR and it be hereby read a first and second time and numbered 4-2025. Carried.

5:45 p.m. – Scott Burns, Director of Public Works and County Engineer, Dufferin County attended Council, at the invitation of Council, regarding the November 30, 2024 road closure on County Road 2 and County Road 9 and the lack of communication and gaps in the information that was given. Mr. Burns advised that this road is a Dufferin County Road, but it is under contract to be maintained by Grey County. He advised that there were several complications in this matter. The responsibility for dealing with this incident was Grey County and then the OPP. Dufferin was called to help close the road and they did that, and they were operating with the information that they were given. It appears that the contractor misunderstood or misinterpreted what they and the Ministry of the Environment, Conservation and Parks were capable of doing and this led to all the confusion. Scott noted that it was determined through all of this, that the Agreement Dufferin has with Grey doesn't stipulate the communication chain on who speaks to who and when, so that will be addressed and going forward all that information will be posted on Municipal 511. Mayor White then spoke to his involvement in this matter. During the Delegation, Council asked Scott for an update on the Mennonite road safety initiative and public awareness pamphlet that is being developed. Scott advised that they are working on this, and that Council should see something in the next couple of months regarding the safety audit. Further engagement will be done with the Mennonite community contact so that the pamphlet can be finalized. Council also spoke to Scott about the County Road 17 and Highway 10 intersection and his thoughts to make it safer, if it was under the care and control of the County.

Committee of Adjustment

Moved by Neilson, Seconded by Plowright

That Council adjourn this meeting at 6:20 p.m. to move into Committee of Adjustment and then reconvene to Council. Carried.

6:34 p.m. – Council reconvened.

Third Reading of By-laws

Moved Neilson, Seconded by McLean

That By-laws 1-2025, 2-2025, 3-2025 and 4-2025 now be read a third time, signed by the Mayor and Clerk, sealed and engrossed in the By-law Book. Carried.

Notice of Motion

Deputy Mayor James McLean – Notice of Motion regarding Shelburne Bypass

Moved by McLean, Seconded by Neilson

Whereas truck traffic has increased throughout the County of Dufferin over the past few decades; And Whereas local businesses depend on the timely delivery of products from these trucks; And Whereas trucks are forced to travel through downtown Shelburne to continue travelling west on Highway 89 and north on Highway 10; And Whereas this route creates delays for truck drivers and businesses awaiting products; And Whereas the increase in truck traffic is creating significant challenges in Shelburne and the surrounding areas, including hurting the local economy, environment, and housing; And Whereas no bypass exists to relieve this pressure on Shelburne's downtown core; And Whereas the Town of Shelburne, together with the surrounding municipalities of

Amaranth and Melancthon - agree that a bypass is needed; And Whereas the County of Dufferin has identified a Shelburne bypass as a strategic priority as part of its 2023 Transportation Master Plan. Now Therefore Be it Resolved that the Township of Melancthon requests that Ontario's Ministry of Transportation initiate a formal process, in collaboration with Township of Melancthon, Township of Amaranth, Town of Shelburne and County of Dufferin, to study and implement a truck bypass for the Town of Shelburne. Carried.

Confirmation By-law

Moved by Plowright, Seconded by Moore

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 January 16, 2025 and it be given the required number of readings and numbered 5-2025. Carried.

Adjournment and Date of Next Meeting

Moved by Neilson, Seconded by McLean

That Council adjourn this meeting at 8:20 p.m. to meet again on Thursday, February 6, 2025 at 5:00 p.m. or at the call of the Mayor. Carried.

It is noted that during the meeting at 6:48 p.m., Council took a break and reconvened back to Council at 6:56 p.m.

MAYOR

CLERK