

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a hybrid meeting on the 5th day of March, 2026 at 5:00 p.m. Mayor Darren White, Deputy Mayor James McLean (virtual), Councillor Bill Neilson, Councillor Ralph Moore, 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 advised that the next event at the Horning's Mills Hall is on March 21st, for St. Patrick's Day and they are having a magician and then a pub night after.

Additions

Email from Shaen Armstrong – Input Regarding Remuneration March 5, 2026

Email from Kristine Pedicone – Councillor Raises and 4 Day Work Weeks

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 February 19th, 2026 Council Meeting as circulated. Carried.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

None.

Public Question Period

Nothing for this matter.

Public Works

Year Ending December 31, 2025 & 2026 Accounts

Moved by Plowright, Seconded by Neilson, that Council receive the Public Works Accounts Ending December 31, 2025 and February 2026 as presented. Carried.

Other

None.

Planning

Applications to Permit

There were no questions on the applications on the spreadsheet.

Other

Nothing for this matter.

Strategic Plan

None.

Climate Change Initiatives

None.

Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur

Al Blundell, Chair of the 3M Dufferin OPP Detachment Board, advised that he was re-elected as Chair until the end of term. Chair Blundel provided Council with an update from the February 25th, 2026 3M Meeting.

Committee/Board Reports & Recommendations

Recommendation from the Parks & Recreation Board Meeting on February 23rd, 2026

Councillor Neilson, Chair of the Parks and Recreation Board spoke to the recommendation put forth to Council.

Moved by Plowright, Seconded by Neilson, that Council accept the recommendation from the Parks & Recreation Board and direct Staff to engage with the County of Dufferin to determine opportunities for joint marketing, community programming and event coordination. Carried.

Board, Committee & Working Group Minutes

1. Shelburne Public Library Board – January 20, 2026
2. Centre Dufferin Recreation Board – October 22, 2025
3. Centre Dufferin Recreation Board – December 2, 2025
4. Infrastructure & Emergency Management Committee – January 12, 2026
5. Melancthon Township Parks & Recreation Board – January 26, 2026

Moved by McLean, Seconded by Moore, that Council receive the Board, Committee & Working Group Minutes Items 1-5 as information. Carried.

Councillor Moore provided Council with an update from the most recent Centre Dufferin Recreation Board Meeting.

Councillor Plowright provided Council with an update from the most recent Centre Dufferin Recreation Board Meeting and Shelburne Library Board Meeting.

Items for Information Purposes

1. Dufferin County Resolution regarding Road Network Rationalization Plan Implementation
2. Bluewater Geoscience Consultants Inc – Semi-Annual Groundwater Monitoring and Sampling Report 2025 for Township of Melancthon Landfill Site Lot 12, Concession 4 NE
3. Town of Mono Resolution to Support and Endorse the Town of Orangeville’s Resolution regarding Bill 21, Protect Our Food Act, 2025
4. Dufferin County Resolution to Support and Endorse the Town of Orangeville’s Resolution regarding Bill 21, Protect Our Food Act
5. Nottawasaga Valley Conservation Authority Media Release – Modernized System & Hard Work brings NVCA Review Timelines from 20 Days Down to 17 Days
6. Town of Mono Resolution to Support and Endorse the County of Dufferin’s Resolution regarding Scrap Tire Disposal

Moved by Neilson, Seconded by McLean, that correspondence items 1-6, for information purposes, be received as information, except for items 1 & 2, pulled for further discussion. Carried.

Deputy Mayor McLean and Mayor White spoke to item 1.

Councillor Neilson spoke to item 2.

Items for Council Action

Centre Dufferin Recreation Complex – 2026 Budget

Moved by Plowright, Seconded by Moore, that the 2026 CDRC Budget be deferred to the 2026 Budget discussion. Carried.

General Business

Year Ending December 31, 2025 & 2026 Accounts

Moved by Neilson, Seconded by McLean, that Council receive the General Accounts Ending December 31, 2025 and February 2026 as presented. Carried.

Notice of Intent to Pass By-law

By-law to Provide for the Levying of the Costs Resulting from the Maintenance and Repair of the Stewart Drainage Works

Moved by Moore, Seconded by Neilson, that leave be given to introduce a By-law to provide for the Levying of the Costs Resulting from the Maintenance and Repair of the Stewart Drainage Works and it be hereby read a first and second time and numbered 10-2026. Carried.

By-law to Amend By-law 50-2024 being a By-law to Authorize the Use of Alternative Voting Methods (Telephone and Internet) for the 2026 School Board and Municipal Election

Moved by McLean, Seconded by Moore, that leave be given to introduce a By-law to amend By-law 50-2024 being a By-law to Authorize the Use of Alternative Voting Methods (Telephone and Internet) for the 2026 School Board and Municipal Election and it hereby read a first and second time and numbered 11-2026. Carried.

New/Other Business/Additions

Dufferin County Draft Building Services Agreement

Council discussed the draft building services agreement and had no concerns.

Notice Motion, Moved by Councillor Plowright to invite Sylvia Jones, MPP to a future Council meeting

Moved by Plowright, Seconded by Moore, that Council of the Township of Melancthon invite Sylvia Jones, MPP for Dufferin–Caledon, to attend a future Council meeting to continue discussions on the various issues and matters impacting the Township of Melancthon;

And that the CAO/Clerk be directed to extend the invitation. Carried.

Councillor Plowright asked if we had heard back from her Office and Denise advised that we had not.

Addition(s)

None.

Unfinished Business

Amendments to the Township Salvage Yard By-law 56-2019 (Mayor White)

This item was deferred.

Reports/Updates from Members of Council & Administrative Staff

Councillor Neilson - Shelburne and District Fire Board Meeting

Councillor Neilson provided Council with an update from the Shelburne and District Fire Board Meeting.

Denise Holmes, CAO/Clerk – Administration Update

Denise Holmes, CAO/Clerk advised Council that she has reached out to Eric Carr at the County of Dufferin for assistance with the fire response time heat mapping Council requested and is still waiting for the updated response time data from the Mulmur-Melancthon Fire Department. Denise advised that Administration Staff met with a new battery recycling program and advised that a By-law would be coming forward at the next meeting to enroll in the program.

Delegations

5:30 p.m. – Public Meeting to Consider the 2026 Draft Operating and Capital Budget

1. Report from Sarah Culshaw, Treasurer – 2026 Draft Budget

Sarah Culshaw, Treasurer presented a detailed PowerPoint Presentation to Council on the 2026 Draft Operating and Capital Budget. She highlighted the budget summary,

provided an expense and revenue breakdown, as well as information on the current reserve fund accounts from 2017 to 2025. Sarah's presentation also outlined a 5-year capital equipment plan, capital roads plan and capital bridge plan. Mayor White brought forward that 7th Line SW will require more than patch paving as currently budgeted for and it was discussed that \$125,000 is currently in the budget for this work and that \$200,000 more would be required. Council decided that they would borrow this money from the Equipment Reserve and Sarah Culshaw, Treasurer advised that a motion would need to be passed at the next meeting identifying the repayment plan for the money borrowed. Council discussed the option of whether to move forward with the paid duty officer at a cost of \$20,000. Sarah advised that we received approximately \$10,000 back in POA revenue last year. Council decided to move forward with the paid duty officer in the 2026 budget.

Kristine Pedicone, Jack Polonsky, David Thwaites and Linda Polonsky were in attendance and raised some questions on the budget.

When there were no further questions, Staff were directed to prepare the Levying By-law for the March 19th meeting to adopt the Budget.

2. Report from Sarah Culshaw, Treasurer – 2026 Budget – O. Reg. 284/09 Report

Moved by Moore, Seconded by Neilson, that Council accepts the report from Sarah Culshaw, Treasurer – 2026 Budget O. Reg 284/09 Reports. Carried.

6:00 p.m. – Public Meeting to Consider the Report to Council Remuneration Realignment

1. Report from Deputy Mayor McLean – Remuneration Report for Council
2. Email from Shaen Armstrong – Input Regarding Remuneration March 5, 2026 Agenda
3. Email from Jack & Linda Polonsky – Remuneration Report
4. Additon: Email from Shaen Armstrong – Input Regarding Remuneration March 5, 2026
5. Additon: Email from Kristine Pedicone – Councillor Raises and 4 Day Work Weeks

Shaen Armstrong, Kristine Pedicone and Jack Polonsky were in attendance and raised concerns about the Council Remuneration Report. Each member of Council was given the opportunity to speak to the Remuneration Report.

This item was deferred for further discussion at the next meeting.

6:30 p.m. – Public Meeting to Consider the Four-Day In-Office Workweek Pilot Project

1. Report from Denise B. Holmes, CAO/Clerk – Four-Day in Office Workweek Pilot Project

Mayor White advised that this was a Pilot Project that was suggested by Deputy Mayor McLean and himself at the HR Committee and was not a Staff suggestion. Deputy Mayor McLean advised that they were looking for ways to increase service hours for residents and address resident's concerns. Councillor Plowright advised that maybe Staff could work one late night a week and close the office at noon on Fridays.

Kristine Pedicone, resident was in attendance and spoke to her email sent in regarding this.

Council took a break at 7:18 p.m.

Council reconvened at 7:33 p.m.

7:00 p.m. – David Germain, Thomson Rogers and David Donnelly, Donnelly Law, Township Solicitors regarding the Strada Aggregates Applications and Draft Peer Reviews (Closed Session)

This item took place in closed session.

Closed Session

Moved by Moore, Seconded by Neilson, that Council move into a Closed Session Meeting at 7:41 p.m. pursuant Section 239(2) of the Municipal Act, 2001, as amended for the following reasons: Section 239(2)(d) – Labour relations or employee negotiations – Approval of the new Township of Melancthon Human Resources Policy, Section 239(2)(f) – Advice that is subject to Solicitor/Client privilege – Memo from Sarah Culshaw, Treasurer regarding Friday Office Closure and Lunch Hour Office Closure (Unfinished Business) and Section 239(2)(f) – Advice that is subject to Solicitor-Client Privilege and Section 239(2)(e) – litigation or potential litigation, including matters before administrative tribunal, affecting the local board - Strada Aggregates Applications and Draft Peer Reviews. Carried.

Rise With or Without Report from Closed Session

Moved by Neilson, Seconded by Moore, that Council rise at 8:40 p.m. with Report. Carried.

Deputy Mayor McLean left the Closed Session at 8:29 p.m.

Report being the directives given to Staff in closed session.

- and -

Moved by Neilson, Seconded by Moore, that Council approve the Township of Melancthon Human Resources Policy for Employees as presented.

Councillor Plowright asked for a recorded vote:

Councillor Plowright – Nay

Councillor Moore – Yay

Councillor Neilson – Yay

Mayor White - Yay

Carried.

Third Reading of By-laws

Moved by Plowright, Seconded by Moore, that By-laws 10-2026 and 11-2026 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.

Confirmation By-law

Moved by Moore, Seconded by Neilson, 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 March 5th, 2026 and it be given the required number of readings and numbered 12-2026. Carried.

Adjournment and Date of Next Meeting

Moved by Neilson, Seconded by Plowright, that Council adjourn this meeting at 8:43 p.m., to meet again on Thursday, March 19, 2026 at 5:00 p.m. or at the call of the Mayor. Carried.

MAYOR

CLERK