

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Council of the Corporation of the Township of Melancthon held a hybrid meeting on the 19th day of March, 2026 at 5:00 p.m. Mayor Darren White, Deputy Mayor James McLean (virtual), Councillor Bill Neilson, Councillor Ralph Moore (virtual), and Councillor Ruth Plowright were present. Denise Holmes, CAO/Clerk, 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 April 4th is the Easter Egg Hunt and Breakfast at the Horning's Mills Hall.

Additions

None.

Deletions

None.

Approval of the Agenda

Moved by Neilson, Seconded by McLean, that Council approve the Agenda as circulated. 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 Plowright, Seconded by Moore, that Council approve the minutes of the March 5th, 2026 Council Meeting as circulated. Carried.

Business Arising from Minutes

None.

Point of Privilege or Personal Privilege

None.

Public Question Period

None.

Public Works

Other

None.

Planning

Applications to Permit

Councillor Plowright asked about the failed permit on the spreadsheet.

Other

Nothing for this matter.

Climate Change Initiatives

None.

Strategic Plan

Report from Denise B. Holmes, CAO/Clerk - Strategic Plan 2024-2029 Progress Update

Moved by Neilson, Seconded by Plowright, that the Strategic Plan 2024-2029 Progress Update Report be received as information. Carried.

Council discussed what they would like to prioritize for the remaining term of Council. Denise Holmes, CAO/Clerk advised that Council Members can let her know and she can add those items for discussion on upcoming agendas.

Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur

Mayor White advised that there was a Joint Dufferin County OPP Detachment Board meeting this week and that Chair Blundell will be bringing a report forward regarding the discussions that took place at the meeting.

County Council Update

Mayor White and Deputy Mayor McLean provided an update on last week's County Council Meeting.

Board, Committee & Working Group Minutes

1. Shelburne & District Fire Board – February 3, 2026
2. Infrastructure & Emergency Management Committee – February 2, 2026

Moved by Moore, Seconded by Neilson, that Council receive the Board, Committee & Working Group Minutes Items 1-2 as information. Carried.

Items for Information Purposes

1. OPP Detachment Revenues October to December 2025
2. Grand River Conservation Authority Summary of the General Membership Annual Meeting – February 27, 2026
3. Dufferin County Council Highlights – February 26, 2026
4. Grand River Conservation Authority Municipal Apportionment & 2026 Budget
5. Dufferin County Notice of Decision – Town of Grand Valley Official Plan Amendment No. 8
6. Grand River Conservation Authority 2025 Audited Financial Statements & 2026 Budget Package
7. Dundalk Fire Department 2025 Year End Report

8. Nottawasaga Valley Conservation Authority February 2026 Board Meeting Highlights
9. Grand River Conservation Authority – 2025 Annual Watershed Services Report
10. Ministry of the Environment, Conservation and Parks – Decision Notice on the Proposed Boundaries for the Regional Consolidation of Ontario’s Conservation Authority

Moved by Neilson, Seconded by Plowright, that correspondence items 1-10, for information purposes, be received as information, except for items 7 & 10, pulled for further discussion. Carried.

Councillor Neilson spoke to items 7 & 10.

Mayor White spoke to item 10.

Items for Council Action

Resignation from Dennis Scace from the Heritage Advisory Committee

Moved by Plowright, Seconded by McLean, that Council accept Dennis Scace’s resignation from the Heritage Advisory Committee and thank him for his contributions to the Committee. Carried.

General Business

Notice of Intent to Pass By-law

By-law to Adopt the Estimates of all Sums Required During the Year and to Strike the Rates of Taxation, and to Further Provide for Penalty and Interest in Default of Payment thereof for the Year 2026

Moved by Moore, Seconded by Plowright, that leave be given to introduce a By-law to Adopt the Estimates of all Sums Required During the Year and to Strike the Rates of Taxation, and to Further Provide for Penalty and Interest in Default of Payment thereof for the Year 2026 and it hereby read a first and second time and numbered 13-2026. Carried.

By-law to Authorize the Execution of a Used Consumer-Type Portable Battery Recycling Agreement

Moved by Neilson, Seconded by Plowright, that leave be given to introduce a By-law to Authorize the Execution of a Used Consumer-Type Portable Battery Recycling Agreement and it hereby read a first and second time and numbered 14-2026. Carried.

By-law to Authorize the Execution of a Community Contribution Agreement for the Melancthon I Wind Project

Moved by Plowright, Seconded by Moore, that leave be given to introduce a By-law to Authorize the Execution of a Community Contribution Agreement for the Melancthon I Wind Project and it hereby read a first and second time and numbered 15-2026. Carried.

New/Other Business/Additions

Email from North of 89 Alliance regarding Cob Stock 2026

Councill discussed the email from North of 89 Alliance and staff were directed to reach out to them and advise that Council is supportive of the event being held at the park,

subject to certain requirements being met. Council would like insurance with a minimum of \$5,000,000 general liability coverage naming the township as an additional insured, as well as security personnel at both park entrances to ensure that no outside alcohol is brought onto the park grounds or leaves the park grounds.

Email From Debra Jones regarding Proposal to the Township of Melancthon for Implementation for a Free Online Business Directory for Dufferin County

Council discussed the report and advised that Dufferin Board of Trade has a business directory; however, you have to be a member to have your business added to the directory. Council advised that this would need to be a community driven activity as Staff do not have the capacity to take this project on. Further discussion around the possibility of forming a sub-committee will need to be had.

Town Hall Meeting in April – Discussion & Direction

Council will be holding a Town Hall Meeting on April 28th, 2026 from 7 p.m. to 9 p.m. at the Township Office to provide residents with an update on the Official Plan Conformity, the Strada Aggregate Application and a Township Alcohol Policy.

Fire Boundary Response Times Mapping by Dufferin County – Update

Denise Holmes, CAO/Clerk, provided an update indicating that the County is unable to complete this request, as fire services are not an upper-tier service. She noted that accommodating this request could set a precedent for other townships to seek similar support.

Mayor White expressed interest in sending a letter to the County regarding this matter. Deputy Mayor McLean supported Mayor White's comments and suggested that the item be added to the next County Council agenda and forwarded to Michelle Dunne. Deputy Mayor McLean also noted that the next term of Council should consider reviewing participation in County-run agreements and services.

Top Aggregate Producing Municipalities of Ontario (TAPMO) (Councillor Plowright) Addition(s)

Councillor Plowright spoke to this item and would like to invite TAMPO to delegate to Council to discuss the benefits of becoming a member. Denise will invite them to delegate.

Others/Additions

None.

Unfinished Business

Report from Deputy Mayor McLean – Remuneration Report for Council

Councillor Plowright emphasized that the discussion is intended for the next term of Council and proposed a compensation model based on approximately 15–30 hours per week, presenting scenarios at 25 and 22 hours per week, along with maintaining per diems while adjusting the day meeting rate and requiring attendance and reporting on board activities. Mayor White noted that attendance is already captured in the minutes and expressed interest in a more accountable tracking approach, such as a board reporting requirement following meetings, but did not support a significant increase in remuneration. Councillor Neilson suggested eliminating mileage and per diems, Keeping IT payment, and adding \$5,000 to each member's compensation, while Councillor Moore supported retaining per diems but adjusting them based on meeting length. Councillor Plowright noted inconsistencies in board participation among

members, and Deputy Mayor McLean acknowledged concerns around low compensation, suggesting either maintaining per diems or standardizing participation. Staff were directed to prepare a comparative chart for further discussion, including hourly-based models, potential increases, IT allowances, and adjustments to meeting rates. Council suggested that a remuneration policy might be beneficial, with consideration given to phasing in any changes over several years to mitigate impacts on the tax base.

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

Council discussed the four-day in Office Workweek Pilot Project. Councillor Plowright, Deputy Mayor McLean, and Councillor Moore were not in favour of moving forward. Councillor Neilson and Mayor White were in favour of running the pilot project. This pilot project will not be moved forward.

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 update on Mulmur-Melancthon Fire Board

Councillor Neilson provided Council with an update from the Mulmur-Melancthon Fire Board.

Denise Holmes update on the Request for Sylvia Jones, MPP

Denise Holmes, CAO/Clerk provided Council with an update regarding the request for Sylvia Jones, MPP to attend an upcoming Council Meeting.

Councillor Plowright update on Centre Dufferin Recreation Complex, Shelburne Public Library Board and My Honeywood Board

Councillor Plowright provided Council with an update on the Centre Dufferin Recreation Complex, Shelburne Public Library and the My Honeywood Board.

Councillor Moore – North Dufferin Community Centre

Councillor Moore provided Council with an update on the North Dufferin Community Centre.

Delegations

5:30 p.m. – Notice of Public Meeting – Zoning By-law Amendment File No. Z26-01 – Susan & Steve Verduin and Katie & Christopher Whelan – E Pt Lot 1, Con 1 OS RP 7R6932 and E Pt Lot 1, Con 1 OS Parts 2 and 3 RP 7R6932 – 556024 and 556034 Mulmur-Melancthon Townline

A Public Meeting was called to consider a proposed Zoning By-law Amendment on E Pt Lot 1, Con 1 OS RP 7R6932 and E Pt Lot 1, Con 1 OS Parts 2 and 3 RP 7R6932 – 556024 and 556034 Mulmur-Melancthon Townline. The purpose of the application is to seek two (2) site-specific amendments to Zoning By-law 12-1979, as amended, to rezone both of the lands to *Rural Residential (RR)*. This zoning amendment application is an approval condition for a consent application (File No. B1-25). Susan Verduin, the applicant and Liam Morgan, Township Development Planner, were in attendance for the Public Meeting. Liam Morgan spoke to his Report which recommends the application be approved. There were no concerns from Council or members of the public.

Moved by Neilson, Seconded by Moore, 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 E Pt Lot 1, Con 1 OS RP 7R6932 and E Pt Lot 1, Con 1 OS Parts 2 and 3 RP 7R6932 – 556024 and 556034 Mulmur-Melancthon Townline and it be hereby read a first and second time and numbered 16-2026. Carried.

5:45 p.m. – Bruce McCall-Richmond, GSAI & Katherine Rentsch, Crozier Engineering – Update Council on the Chipwoods Park Redevelopment Project and Explain and Confirm the Anticipated Servicing Strategy

Bruce McCall-Richmond, GSAI and Katherine Rentsch, Crozier Engineering provided Council with an update on the ongoing work being put in for the project.

County of Dufferin will be hosting the Official Plan Public Meeting on April 15th, 2026.

Closed Session

Moved by Neilson, Seconded by Moore, that Council move into a Closed Session Meeting at 7:15 p.m. pursuant Section 239(2) of the Municipal Act, 2001, as amended for the following reasons: Section 239(2)(e) – Litigation or potential litigation, including matters before administrative tribunal, affecting the local board - Letter from Jeffrey J. Wilker, Thomson Rogers regarding the Shelburne & District Fire Board – Re: The Provision of Fire Services and 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). Carried.

Rise With or Without Report from Closed Session

Moved by Neilson, Seconded by Plowright, that Council rise at 7:26 p.m. with Report.

The report being the directions to Staff in closed session.

Third Reading of By-laws

Moved by Plowright, Seconded by Neilson, that By-laws 13-2026, 14-2026, 15-2026 & 16-2026 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 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 March 19th, 2026 and it be given the required number of readings and numbered 17-2026. Carried.

Adjournment and Date of Next Meeting

Moved by Moore, Seconded by Neilson, that Council adjourn this meeting at 7:27 p.m., to meet again on Thursday, April 2, 2026 at 5:00 p.m. or at the call of the Mayor. Carried.

MAYOR

CLERK