



Council Minutes
Tuesday, January 19, 2016
6:30 p.m. Council Chambers

Council Present:

Mayor George A. Bridge
Deputy Mayor Ron Faulkner
Councillor Mary-Lou Colwell
Councillor Dave Turton
Councillor Judy Dirksen
Councillor Jean Anderson
Councillor Ron Elliott

Staff Present:

Bill White, C.A.O. Clerk
Annilene McRobb, C.A.O. Clerk and Council Assistant, Recording Secretary
Terry Kuipers, Chief Building Official
Belinda Wick-Graham, Business & Economic Manager
Gordon Duff, Treasurer
Brian Hansen, Public Works Director
Stacey Pennington, Building Assistant

1. **Call to Order**
Mayor Bridge called the meeting to order at 6:32 p.m.
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act - None**
3. **Motion to Convene into Closed Session**

RESOLUTION: 2016-13

Moved By: Dave Turton; Seconded By: Mary-Lou Colwell

THAT The Council of the Town of Minto conduct a meeting Closed to the Public to discuss the following:

Personal matters about an identifiable individual, C.A.O. Clerk Performance Evaluation.

Carried

4. **Motion to Convene into Open Session**
-

RESOLUTION: 2016-14

Moved By: Judy Dirksen

Seconded By: Ron Elliott

THAT The Council of the Town of Minto resume into open Council.

Carried

5. Minutes of Previous Meeting

a. Regular Council Minutes of January 5, 2016

RESOLUTION: 2016-15

Moved By: Jean Anderson; Seconded By: Ron Faulkner

THAT the minutes of the January 5, 2016 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Mayor Bridge, Deputy Mayor Faulkner, Councillors Turton and Colwell declared items.

7. Resolution Moving Council into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business

RESOLUTION: 2016-14

Moved By: Mary-Lou Colwell; Seconded By: Judy Dirksen

THAT The Town of Minto Council convenes into Committee of the Whole.

Carried

8. Public Meeting - 7:10 p.m.

a. ZBA 2015-06-Harper 46 Robertson Street, Harriston

Mayor Bridge called the meeting to order asking members of the public to sign the attendance record and stating that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Minto before the By-law is passed, the person or public body is not entitled to appeal the decision of the Town of Minto to the Ontario Municipal Board and the person or public body may not be added as a party to the hearing of the appeal before the Board unless, in the opinion of the Board, there are reasonable grounds to do so.

C.A.O. Clerk White described the location and legal description of the property. The purpose of the amendment is to rezone the lands from single family Residential (R1B) to Medium Density Residential (R2) to permit a four-plex, noting other zoning relief may be considered for the proposal where appropriate. The C.A.O. Clerk explained that the notice was mailed to property owners within 120 meters of the subject lands, sent to applicable agencies and posted on the property. Comments were received from Town of Minto Staff, and Mark Van Patter, Manager of Planning and Environment, Wellington County. The C.A.O. Clerk summarized a letter from Margaret Church received at the meeting indicating concern with a four-plex, and letters in the agenda package from Bob and Pat Harron, 52 Robertson Street, Jeremy Sharkey, 63 Robertson Street, and Brandon and Sarah Moore, 47 Roberston Street also with concerns about the rezoning.

Chair Bridge called on the applicant or agent, or any persons wishing to comment in favour of the application and no persons came forward. Mayor Bridge called on any persons in opposition to the application.

The following residents came forward and spoke in opposition of the application: Richard Lawson, 64 Robertson Street, Bob Harron, 52 Robertson Street Diane and Blake Morgan, 59 Robertson Street and Terry Heise, 32 Robertson Street. Concerns expressed included compatibility with single family homes, impact of four units on the neighbourhood, depreciating property value, parking, and traffic.

The Manager of Planning and Environment, Wellington County summarized his report noting there was not a proper sketch or plan in the application for a four-plex. The main purpose is to legalize two units on the property which have physically existed in the building for many years. The applicant had expressed interest in a four-plex in the long term. Mr. Van Patter described the character of the area, site specific zones in the neighbourhood, suggesting a two unit building might be more compatible than a four-plex. There are options using site specific zoning that could address maximum number of units and issues related to building design.

Council asked questions of the Manager of Planning and Environment. Chief Building Official Kuipers assisted in answering some of the questions and that the two units only need a fire separation re-established to exist legally if re-zoning is approved. The issue of whether the building was legal non-conforming was discussed.

Chair Bridge stated if you wish to be notified of the decision of the Council of the Town of Minto in respect to the proposed Zoning By-law Amendment application, you must make a written request to the Clerk of the Town of Minto at 5941 Highway 89, Harriston, NOG 1Z0 or by email at Bwhite@town.minto.on.ca.

With no further comments, Chair Bridge adjourned this Public Meeting at 7:42 pm.

9. Delegations

a. John Nater, MP Perth Wellington

MPP Nater thanked Council for the delegation and stated he has one office in Ottawa, and a constituency office in Stratford and Harriston respectively. Mr. Nater introduced Teri White who manages the Harriston office (519-338-3589) in the Old Post, Monday to Friday 10 am – 1 pm and 2 - 5 pm. He introduced Matthew Rae of Harriston as one of his Parliamentary Assistants who will work in his Ottawa office.

Mr. Nater noted services offered at the Harriston Constituency office include assistance with Canadian Pension, Old Age Security, Guaranteed Income Support, Veteran Issues, Canada Revenue Agency, Immigration, Permanent Residence Cards, Travel Abroad, Employment Insurance- Regular, Compassionate Care, Sickness, Maternity, Parental, Child Tax Benefit and Universal Child Care Benefit, Congratulatory Messages and assistance with other issues under federal jurisdiction. He pledged to work with the current government on infrastructure initiatives and others important to his constituents.

On behalf of Council, Mayor Bridge thanked Mr. Nater for his attendance and remarked that he looks forward to working with him on various initiatives including the Western Wardens Caucus.

10. Public Question Period - None.

11. Correspondence Received for Information or Requiring Direction of Council

- a. Ministry of Government and Consumer Services, Accessible Parking Permit Program Enhancements & Supports
- b. Maitland Valley Conservation Authority, Invitation to Annual General Meeting
- c. Government of Ontario, Regulation and Fee Changes Coming Into Force January 1, 2016
- d. Clifford Recreation Association, January 2016 Newsletter
- e. Rural Ontario Institute, Youth Engagement Showcase Finalists
- f. Union Gas Limited, Request for Greenhouse Gas Emissions Impact Deferral Account - Notice
- g. Township of Carling, Resolution - Physician Recruitment
- h. The Premier of Ontario, Re: Climate Change Resolution

Councillor Turton noted that the MVCA Annual General Meeting is February 17 at 7 p.m. at the Harriston Library. Council is welcome to attend. Mayor Bridge recognized Megan Raftis of Harriston as one of four finalists in the Rural Ontario Institute Youth Engagement Showcase. Councillor Dirksen requested that Council support the Township of Carling's Physician Recruitment Resolution.

MOTION: COW 2016-13

Moved By: Dave Turton; Seconded By: Mary-Lou Colwell

THAT the correspondence be received and that Council supports the Township of Carlings' Physician Recruitment Resolution.

Carried

12. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given

- a. Committee Minutes for Receipt - None.
- b. Committee Minutes For Approval
- 1. Economic Development and Planning Committee Minutes of January 14, 2016

Business and Economic Manager Wick-Graham highlighted the minutes and presented information on motions in the minutes as follows:

- 1. Initiating Official Plan and Zoning amendments to allow Residential Transition Designations/Mixed Use Zoning in the areas on certain areas on the edge of the commercial downtowns in Harriston and Clifford, similar to Palmerston.
- 2. Approving Structural Grant C01 Brett Young for \$40,000 and C02 Latin Flair for \$5,570.50, and that the 2016 Operating Budget include an additional \$40,000 for Structural Grants.

3. Asking the Town to conduct traffic counts in downtown Palmerston due to parking and traffic concerns.
4. Signing the partnership agreement with various municipalities to participate in the Butter Tarts & Buggies promotion.

MOTION: COW 2016-14

Moved By: Mary-Lou Colwell; Seconded By: Dave Turton

THAT the Economic Development and Planning Committee Minutes of January 14, 2016 be received and recommendations contained within be accepted.

Carried

c. Staff Reports

1. Building Assistant, Source Water Yearly Report for 2015

Building Assistant Pennington reviewed the annual report for Council.

MOTION: COW 2016-15

Moved By: Jean Anderson; Seconded By: Ron Elliott

THAT Council receives the Risk Management Official / Inspectors report dated January 13, 2016 regarding Town of Minto 2015 Risk Management Official Annual Report as information.

Carried

2. Building Assistant, Severance B 118/15 Knapp Lot 39 Con 1 Town of Minto

MOTION: COW 2016-16

Moved By: Ron Faulkner; Seconded By: Dave Turton

THAT the Council recommends County of Wellington Land Division Committee approve Severance Application B118/15, Nancy & William Knapp, Part Lot 37-39, Concession 1, 5314 Wellington Road 4, Town of Minto and that the following conditions be considered:

1. **THAT the Owner satisfies all requirements of the Local Municipality, financial and otherwise which the Local Municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.**

Carried

3. Chief Building Official, Monthly Building Statistics for December and 2015 Summary

Chief Building Official Kuipers reviewed December and year end stats asserting the 2015 total value of \$23.64 million is 23% higher than 2014 and 42% higher than the 10 year average due to increased Residential, Agricultural and Institutional permits.

MOTION: COW 2016-17

Moved By: Ron Elliott; Seconded By: Judy Dirksen

THAT Council receives the December 2015 and year end building permit summary from the Chief Building Official as information.

Carried

4. C.A.O. Clerk, Harriston Horticultural Society, Mill Street Park
C.A.O. Clerk White stated that the Estate will transfer the land to the Town for a nominal fee with the Horticultural Society covenant in place.

MOTION: COW 2016-18

Moved By: Mary-Lou Colwell; Seconded By: Ron Faulkner

THAT Council receives the C.A.O. Clerk's December 13 report regarding Harriston Horticultural Society and Mill Street Park and that a by-law be considered in regular session authorizing the Mayor and C.A.O. Clerk to sign all documents needed to complete the purchase of the Park from the estate of George Walkey.

Carried

5. C.A.O. Clerk, Palmerston Trail Association

Council discussed the options for a covenant on transfer of the trail lands to the Town due to concerns with unnecessarily restricting future Councils. Giving a form of first right of refusal to the Palmerston Trail Association before a future Council could re-sell the property for a non-trail use, if that were proposed, would be acceptable if agreed to by the Town Solicitor.

MOTION: COW 2016-19

Moved By: Judy Dirksen; Seconded By: Ron Faulkner

That Council receives the CAO Clerk's report dated January 13, 2016 regarding the Palmerston Trail Association Request dated January 8, that the agreement of purchase and sale include a first right of refusal in favour of the Palmerston Trail Association if a future Council proposed to sell the lands for a use other than a public trail subject to review by the Town Solicitor, and that the Association be assured the Town's Strategic Plan has actions for trails that are consistent with those of the Palmerston Trail Association.

Carried

Councillor Colwell assumed the Chair

6. Treasurer, Approval of Accounts for January 11, 2016

Treasurer Duff summarized the accounts including larger amounts for roads capital.

MOTION: COW 2016-20

Moved By: Dave Turton; Seconded By: Judy Dirksen

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for January 11, 2016 as follows: Administration \$132,341.05, People and Property \$246.49; Economic Development \$4,955.70, Incubator \$ 2,010.56, Tourism \$10,434.60; Fire \$7,682.15, Drains \$2,243.31; Roads \$1,627,339.34, Cemetery \$632.80, Waste Water \$19,583.52, Streetlights \$17,344.46, Water \$36,143.33, Recreation \$8,386.92, Clifford \$6,324.57, Harriston \$10,592.65, Palmerston \$ 27,875.00, Norgan \$ 2,858.44.

Carried

Mayor Bridge assumed the Chair

d. Other Business Disclosed as Additional Item

Mayor Bridge and Deputy Mayor Faulkner congratulated C.A.O. Clerk and Council Assistant Annilene McRobb for receiving her Certified Municipal Officers Designation, and provided a certificate of recognition.

Councillor Turton reminded Council to support the February 21st Bowl for Kids Sake for Big Brothers and Big Sisters of North Wellington.

Councillor Colwell reminded Council of the Minto Chamber of Commerce Annual Meeting February 8th at 6:30 pm at the CNR in Palmerston.

Deputy Mayor Faulkner noted work for the IPM is continuing and so far over 500 volunteers stepped forward from all over Wellington County. Mayor Bridge noted that at the Town of Erin Mayor's breakfast he provided information on volunteering at the IPM.

13. Motion to Return To Regular Council

RESOLUTION: 2016-16

Moved By: Ron Elliott; Seconded By: Dave Turton

THAT the Committee of the Whole convenes into Regular Council meeting.

Carried

14. Notices of Motion – None

15. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2016-17

Moved By: Ron Faulkner; Seconded By: Mary-Lou Colwell

THAT The Council of the Town of Minto ratifies the motions made in the Committee of the Whole.

Carried

16. By-laws

a. 2016-04, Purchase of Property, Mill Street Park, Harriston

RESOLUTION: 2016-18

Moved By: Dave Turton; Seconded By: Ron Elliott

THAT By-law 2016-04; to authorize the Mayor and Clerk to execute a purchase Agreement for the Mill Street Park, Harriston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2016-05, Confirm the Proceeding of the January 19, 2016
Committee/Council meeting

RESOLUTION: 2016-19

Moved By: Jean Anderson; Seconded By: Judy Dirksen

**THAT By-law 2016-05; to confirm actions of the Council of the Corporation of the
Town of Minto; be introduced and read a first, second, third time and passed in open
Council and sealed with the seal of the Corporation.**

Carried

17. Adjournment

The Mayor adjourned the meeting at 8:58 p.m.

RESOLUTION: 2016-20

Moved By: Judy Dirksen; Seconded By: Dave Turton

THAT The Council of the Town of Minto adjourn to meet again at the call of the Mayor.
Carried

Acting Deputy Mayor David Turton

C.A.O. Clerk Bill White