



Council Minutes
Tuesday, March 29, 2016 2:30 p.m.
Council Chambers

Council Present:

Mayor George A. Bridge
Deputy Mayor Ron Faulkner (arrived at 4:45 p.m.)
Councillor Mary-Lou Colwell
Councillor Dave Turton
Councillor Judy Dirksen
Councillor Jean Anderson
Councillor Ron Elliott

Staff Present:

Bill White, C.A.O. Clerk
Annileene McRobb, Deputy Clerk, Recording Secretary
Belinda Wick-Graham, Business & Economic Manager
Gordon Duff, Treasurer
Brian Hansen, Public Works Director
Allan Carr, Facilities Manager
Matt Lubbers, Recreation Services Manager
Stacey Pennington, Source Water & Building Assistant
Somer Gerber, Business Development Coordinator

1. **Call to Order** 2:34 p.m.
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act** - None
3. **Motion to Convene into Closed Session**

RESOLUTION: 2016-55

Moved By: Councillor Elliott; Seconded By: Councillor 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, Economic Development.

Carried

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

RESOLUTION: 2016-56

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

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

Carried

5. Minutes of Previous Meeting

- a. Regular Council Minutes of March 15, 2016

RESOLUTION: 2016-57

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT the minutes of the March 15, 2016 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Deputy Mayor Faulkner, and Councillors Dirksen, Elliott and Turton identified 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: 2016-58

Moved By: Councillor Colwell; Seconded By: Councillor Turton

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

Carried

8. Public Meeting 5 p.m.

- a. ZBA 2016-01 Town of Minto Former Rail Lands, Clifford

Mayor Bridge, Chair called the meeting to order at 5:15 p.m. and asked members of the public to sign the attendance record, and stated 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.

The C.A.O. Clerk White noted the lands are legally described as Lots 260-327, both sides (east and west) of Ann Street, Clifford. The amendment is to permit either, single detached or semi-detached residential dwellings on lots through a Special Residential Zone to limit development to the above density. A narrow Open Space zone will be included along the back of certain lots to permit a trail. Notices were placed in the Minto Express and Wellington Advertiser, given to applicable agencies and posted on the subject property March 4th, 2016. Comments were received from Town staff supporting the proposed amendment, and Mark Van Patter, Manager Wellington County Planning and Development in September 2015 and March 2016 reports.

Mr. Van Patter was present and reviewed his report supporting the rezoning. He noted that there is the potential to plant trees along the trail through Trees for Minto. Source Water & Building Assistant Pennington presented comments from Town Staff.

Chair Bridge called on anyone who wishes to comment in favour or opposition of the proposed amendment. Heather Giles of 17 Ann Street Clifford came forward. Giles requested clarification on trails access, environmental clean-up of the site, water and sewer lines and curbs on this site. She also noted concern in the lack of businesses such as a grocery store in the Town to attract residents. The C.A.O. Clerk and Council provided some clarification on issues raised.

Seeing no persons to further comment 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. Chair Bridge adjourned this Public Meeting at 5:35 p.m.

9. Delegations

a. Belinda Wick-Graham, Diggin It Award

After a musical presentation of Harriston Downtown “We Dug It”, Mayor Bridge and Business & Economic Development Manager Wick Graham presented Marketing Excellence awards from the Economic Developers Council of Ontario to Mark Eby Wellington County, Jerry Roubos Moorefield Excavating, Paul Ziegler, Chris Clark and Jeremy Gibson Triton Engineering, and John Burgess and Somer Gibson representing Minto Chamber of Commerce. Mayor Bridge and Wick-Graham thanked all downtown businesses and Public Works staff for their efforts and support.

At the Mayor’s request, Mark Eby Wellington County provided an update on the Roundabout on Wellington Road 5, Wellington Road 109 and White’s Road. Hydro poles are being relocated and the tender called March 30 for award by the end of April so the project is finished near the end of July, well before IPM 2016. Mr. Eby noted two-way traffic will be maintained throughout the process with one day of total closure for paving.

b. Palmerston Lions Jane Blears, Joanne Klonikowski, Organ Donation Awareness Month
Jane Blears noted Lions Club promotes Organ Donation Month encouraging all to register for organ donations through Service Ontario with your licence renewal. She introduced Mike Steeles, who had a heart transplant six years ago. One person making a donation can make a difference in up to 80 people.

c. Robin Ross, North Wellington French Immersion

Ross was unable to attend the meeting and will reschedule her delegation.

d. Andrea Bartels JLT, Stephen Wylie, Wylie Insurance, Insurance Renewal 2016

Broker Stephen Wylie introduced Andrea Bartels and Shannon Devane from JLT. Andrea Bartels noted the premium increased 2% due to added vehicles and \$3.6 million property value increases. JLT will extend the three year freeze on liability portions of the policy.

Shannon Devane recently joined JLT having worked for another municipal insurer. She will meet with municipalities about risk management and clarified volunteer coverage.

Council asked questions of the Insurers who noted the Town's claims history remains very good. CAO Clerk White noted the Town saved at least \$80,000 changing JLT.

MOTION: COW 2016-72

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT Council receives the report dated February 25, 2016 from the C.A.O. Clerk regarding the 2016 Municipal Insurance Program and approves the renewal.

Carried

10. Public Question Period – None

11. Correspondence Received for Information or Requiring Direction of Council

- a. Town of Richmond Hill Council Resolution of February 22, 2016, Ontario Municipal Board Reform
 - b. Autism Ontario, Proclamation for April 2 as World Autism Awareness Day
 - c. Saugeen Valley Conservation Authority, Community Stewardship and River Rehabilitation Workshop
 - d. Wellington Christian Farmers Association, Annual General Meeting and Banquet
 - e. Township of Montague, Physician Recruitment Resolution
- Councillor Colwell suggested Council consider supporting the Bluewater resolution.
- f. MPP Randy Pettapiece, Response regarding PTSD Legislation
 - g. Kevin Flynn, Minister of Labour, Response regarding PTSD Legislation
- Councillor Anderson noted nurses still not adequately covered under Bill 163.
- h. Clifford Rotary Club, Invitation to attend Trees and Quackers Event
 - i. MP John Nater, Federal Budget 2016

MOTION: COW 2016-73

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT the Town of Minto supports the Municipality of Bluewater's' Physician Recruitment Resolution, received as correspondence from the Township of Montague.

Carried

MOTION COW 2016-74

Moved By: Councillor Elliott; Seconded By: Councillor Colwell

WHERE AS: World Autism Awareness Day will be recognized on April 2, 2016, in Canada thanks to Liberal Senator Jim Munson's Bill S-206, An Act Respecting World Autism Awareness Day;

AND WHERE AS: Autism Spectrum Disorder (ASD) affects more than 100,000 Ontarians.

Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community;

AND WHERE AS: ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD;

AND WHERE AS: Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the

autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province;

AND WHERE AS: Autism Ontario is dedicated to increasing the public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community;

THEREFORE: The Council of The Town of Minto does hereby declare April 2 as World Autism Awareness Day.

Carried

MOTION: COW 2016-75

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT the Town of Minto forward information to the Minister of Health on why nurses are not included in the PTSD Legislation.

Carried

MOTION COW 2016-76

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT the correspondence be accepted as presented.

Carried

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

a. Committee Minutes for Receipt

1. Jamesway Manor Board Minutes of January 7, 2016
2. Maitland Valley Conservation Authority Board of Director Minutes December 16, 2015
3. Maitland Valley Conservation Authority Board of Director Minutes of January 27, 2016
4. Maitland Valley Conservation Authority Board Hearing Minutes of January 27, 2016
5. Maitland Valley Conservation Authority Board of Director Minutes of February 17, 2016

MOTION: COW 2016-77

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT the Jamesway Manor Board Minutes of January 7, 2016, Maitland Valley Conservation Authority Board of Directors Minutes of December 16, 2015, January 27 and February 17, 2016 and Maitland Valley Conservation Authority Board Hearing Minutes of January 17, 2016 be received as information.

Carried

b. Committee Minutes for Approval

1. Parks and Recreation Advisory Committee Minutes of February 29, 2016
Recreation Services Manager Lubbers noted program work, Health and Safety training, and facility initiatives.

MOTION: COW 2016-78

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT the Parks and Recreation Advisory Committee Meeting Minutes of February 29, 2016 be received and recommendations contained within be accepted.

Carried

2. Launchit Minto Minutes of March 8, 2016

Business Development Coordinator Gerber explained the Board's decision to keep Unit 3 until August, noted hydro savings and highlighted coming events.

MOTION: COW 2016-79

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the Launchit Minto Minutes of March 8, 2016 be received and recommendations contained within be accepted.

Carried

3. Economic Development and Planning Committee Minutes of March 10, 2016

Business & Economic Manager Wick-Graham reviewed projects underway including TG Minto housing need surveys, job and housing portal, career fair and marketing initiatives.

MOTION: COW 2016-80

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT the Economic Development and Planning Committee Minutes of March 10, 2016 be received and recommendations contained within be accepted.

Carried

c. Staff Reports

1. Source Water Protection & Building Assistant, OP-2016-02 County of Wellington: Official Plan Amendment

Source Water & Building Assistant Pennington presented information to Council on the proposed Official Plan amendments regarding Source Water Protection and growth policy and forecasts we are expected to grow by 1300 houses in the next 25 years as well as looking at changes to the second unit policies. Minto is allocated 1300 households of growth in the next 25 years which will require infrastructure upgrades to accommodate. Council discussed the amendments.

MOTION: COW 2016-81

Moved By: Councillor Anderson; Seconded By: Councillor Dirksen

THAT Council of the Town of Minto receives the Source Water & Building Assistants report on the proposed Official Plan Amendment OP-2016-02: Amendments #98 and #99 for information, and advised that they had no further comments on the proposed amendments.

Carried

2. Recreation Services Manager, Beverage Agreement for Recreation Facilities
Facilities Manager Carr reviewed the proposal recommended by Committee.

MOTION: COW 2016-82

Moved By: Councillor Turton; Seconded By: Deputy Mayor Faulkner

THAT Council accepts the Parks and Recreation Advisory Committees' recommendation that the beverage agreement proposed by PepsiCo Beverages Canada be accepted as presented and that a By-law be considered in open session.

Carried

3. Recreation Facilities Manager, 2015 Year in Review
Facilities Manager Carr noted accomplishments in facilities last year and new initiatives in 2016 including enhanced on line marketing and scheduling.

MOTION: COW 2016-83

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the Facilities Managers 2015 Year in Review as information.

Carried

4. C.A.O. Clerk Code of Conduct, Integrity Commissioner, Complaints Policy, Municipal Ombudsman

C.A.O. Clerk White presented Council with draft policies to be reviewed over the next month. Comments are welcome before they are finalized in May. He explained how the policies would link into new oversight role of the Ombudsman.

MOTION: COW 2016-84

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton

THAT Council receives the C.A.O. Clerk's March 1, 2016 report regarding Code of Conduct, Integrity Commissioner, Complaints Policy, Municipal Ombudsman draft policies, and that a by-law be brought forward in open session at a subsequent meeting.

Carried

Councillor Colwell assumed the Chair

5. Treasurer, Approval of Accounts March 15, 2016

Treasurer Duff noted payments to the County, insurance premium payment and Minto Fire radios and remaining 2015 construction bills.

MOTION: COW 2016-85

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for March 15, 2016 as follows: Administration \$1,666,835.11, People and Property, \$3,698.58, Building \$ 602.36; Economic Development \$1,465.30, Incubator \$1,660.90, Tourism \$ 740.15; Fire \$94,348.67, Drains \$175.00; Roads \$256,285.14, Waste Water \$ 21,300.58, Water \$28,563.28, Recreation \$ 3,974.45, Clifford \$12,538.55, Harriston \$21,103.83, Palmerston \$ 16,821.54, Norgan \$ 5,077.35.

Carried

6. Treasurer, Budget Impacts per Reg 284/09

Treasurer Duff noted the exemptions to the budget to be recognized by regulation.

MOTION: COW 2016-86

Moved By: Councillor Elliott; Seconded By: Mayor Bridge

THAT Council receives and approves the report dated March 17, 2016 from the Treasurer regarding Budget Impacts per Reg 284/09.

Carried

7. Treasurer, Budget Adoption

Council discussed the proposed budget and Mayor Bridge thanked all for the efforts. Councillor Colwell thanked staff for their work on the budget process.

MOTION: COW 2016-87

Moved By: Councillor Dirksen; Seconded By: Deputy Mayor Faulkner

The Council of the Town of Minto accepts the Treasurer's report dated March 17th, 2016 and considers the passage of the related Budget By-law in Regular Session.

Carried

Councillor Turton assumed the Chair

8. CAO Clerk, Treasurer and Public Works Director, Request For Proposal, Consulting Engineering Services

C.A.O. Clerk White reviewed the selection process through the review committee. Public Works Director Hansen and Treasurer Duff fielded questions.

MOTION: COW 2016-88

Moved By: Mayor Bridge; Seconded By: Councillor Dirksen

THAT Council receives the report from the C.A.O. Clerk, Treasurer and Public Works Director dated March 24, 2016 regarding Consulting Engineering Services RFP 2016-05, and that the proposal call is awarded to Triton Engineering Services Limited subject to a final agreement coming forward to Council for final approval with a five year term and 90 day cancellation clause.

Carried

9. Public Works Director, Tender for Contract No. 6613-16, Reconstruction of Elora Street North, Harriston

Paul Ziegler of Triton Engineering presented Tender results. The project is slated to be complete by the end of July.

MOTION: COW 2016-89

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

That Council award Tender Contract No. 6613-16, Reconstruction of Elora Street North, Harriston to Hanna and Hamilton Construction Company Limited in the amount of \$713,864.50 which includes an allowance for contingencies.

Carried

d. Other Business Disclosed as Additional Item

Councillor Turton reminded Council of the MVCA Fundraiser April 22nd and thanked Public Works for their great work cleaning up after the ice storm March 24th.

Deputy Mayor Faulkner noted the Minto Fire Awards Night is April 9th to recognize long time service awards for our volunteers.

Councillor Elliott noted the grand re-opening of the newly renovated Palmerston Library was well attended and the project was excellent.

Councillor Dirksen thanked Annilene McRobb for her help and assistance to Council and congratulated her on being appointed Deputy Clerk. Birthday wishes were sung to Annilene.

13. Motion to Return To Regular Council

RESOLUTION: 2016-59

Moved By: Councillor Dirksen; Seconded By: Councillor Elliott

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: 2016-60

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

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

Carried

16. By-laws

a. 2016-17, for the purpose of Appointing Annilene McRobb as Deputy Clerk

RESOLUTION: 2016-61

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT By-law 2016-17, for the purpose of Appointing Annilene McRobb as Deputy Clerk; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

b. 2016-18, Facilities Agreement with PepsiCo Beverages Canada

RESOLUTION: 2016-62

Moved By: Councillor Dirksen; Seconded By: Councillor Colwell

THAT By-law 2016-18, to authorize the Mayor and CAO Clerk to execute an Agreement between the Corporation of the Town of Minto and PepsiCo Beverages Canada; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c. 2016-19, To adopt the estimates of all sums required during 2016 for purposes of the Municipality

RESOLUTION: 2016-63

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT By-law 2016-19, To adopt the estimates of all sums required during 2016 for purposes of the Municipality; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- d. 2016-20, To amend zoning for Ann Street between Queen Street and Park Street, Clifford from Residential (R1B) to Residential Exception (R1B-28) and Open Space (OS)
C.A.O. Clerk White advised no further comments had come by email.

RESOLUTION: 2016-64

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT By-law 2016-20; To amend zoning for Ann Street between Queen Street and Park Street, Clifford; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- e. 2016-21, Confirm the Proceeding of the March 29, 2016 Committee/Council meeting

RESOLUTION: 2016-65

Moved By: Councillor Dirksen; Seconded By: Councillor Colwell

THAT By-law 2016-21; 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

RESOLUTION: 2016-66

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

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

Carried

Mayor George A. Bridge

Deputy C.A.O. Clerk Gordon Duff