



Tuesday, January 10, 2017

3:00 p.m.

Council Chambers

	Pages
1. Call to Order	
2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act	
3. Minutes of Previous Meeting	
a. Regular Council Minutes of December 20, 2016	1
4. Additional Items Disclosed as Other Business	
5. 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	
6. Public Meeting	
7. Delegations	
a. Sarah Bowers-Peter, Crime Stoppers Guelph Wellington	
8. Public Question Period	
9. Correspondence Received for Information or Requiring Direction of Council	
a. Association of Municipalities of Ontario, 2017-2018 Strategic Objectives	9
b. Municipal Property Assessment Corporation, 2016 Assessment Update Report	13
c. Ontario Ombudsman, December Newsletter	35
d. Minto Mapleton Seniors Centre for Excellence, January Calendar and	39

Newsletter

- e. Clifford Recreation Association, January Newsletter 42
- f. EC King Contracting, Plant Fire on December 25, 2016 44

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

a. Committee Minutes for Receipt

- 1. Jamesway Board Meeting Minutes of October 13, 2016 45
- 2. Maitland Valley Conservation Authority Minutes of November 16, 2016 47
- 3. Maitland Source Protection Authority Minutes of April 20, 2016 53

b. Committee Minutes for Approval

- 1. LaunchIt Committee Minutes of December 13, 2016 56

c. Staff Reports

- 1. Mark Van Patter, Wellington County Planning, Second Dwelling- Lot 12, Concession 10, 6433 10th Line 58
- 2. Building Inspector, Official Plan Amendment: Part Lot 75, Concession B, Municipality of West Grey, 6724 Highway 89 68
- 3. Chief Building Official, December Building Permit Review 73
- 4. Treasurer, Approval of Accounts 80
- 5. Treasurer, Interim Tax Levy 82
- 6. Treasurer, Temporary Borrowing Report 83
- 7. C.A.O. Clerk, Part Lot Control Removal George Street Harriston 84

d. Other Business Disclosed as Additional Item

11. Motion to Return To Regular Council

12. Notices of Motion

13. Resolution Adopting Proceedings of Committee of the Whole

14. By-laws

a.	By-law 2017-01, To provide for an Interim Tax Levy on all assessment within specific tax classes and to provide a penalty and interest rate for taxes in default.	86
b.	By-law 2017-02, Authorizing the Temporary Borrowing of monies to meet current expenditures pending receipt of current revenues of the Corporation of the Town of Minto.	88
c.	By-law 2017-03, To amend zoning for 6433 10th Line, Minto from Agricultural to Agricultural Exception to permit a temporary garden suite.	90
d.	By-law 2017-04, Authorizing Part Lot Control Exemption: Metzger George Street Parts 1, 2, 3, 4 Plan 61R-20866, Harriston Council Meeting.	94
e.	By-law 2017-05, Confirming Proceedings of the January 10, 2017 Committee/Council meeting	96

15. Adjournment



Council Minutes
Tuesday, December 20, 2016
7:00 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, Deputy Clerk
Tawnya Robertson, Clerical and Financial Assistant, Recording Secretary
Stacey Pennington, Building Inspector
Gordon Duff, Treasurer
Brian Hansen, Public Works Director
Allan Carr, Recreation Facilities Manager

1. **Call to Order** 7:01pm
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act - None**
3. **Minutes of Previous Meeting**
 - a. Regular Council Minutes of December 6, 2016

RESOLUTION: 2016-247

Moved By: Councillor Turton; Seconded By: Councillor Dirksen
THAT the minutes of the December 6, 2016 Council Meeting be approved.

Carried

4. Additional Items Disclosed as Other Business

The C.A.O. Clerk and all members of Council disclosed additional items.

5. **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: 2016-248

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Anderson
THAT The Town of Minto Council convenes into Committee of the Whole.

Carried

6. Public Meeting - None

7. Delegations

- a. John Murray and Matt Van Dommelen from Public Sector Digest/Citywide, Asset Management Plan Roadmap project

Mr. Murray described the firm's role in the Town's Asset Management Program including the benefits from aligning engineering with long term financial planning, regulatory obligations and the components of their "road map", which would be complete in 2017. Council asked questions about maintaining Town assets and having a living document.

Matt Van Dommelen reported on work order management software and its role processing complaints and service requests in compliancy with Bill 8 and how the Citywide module integrates with the asset management plan. Council asked questions about the software and discussed the benefits to an asset management program.

8. Public Question Period - None

9. Correspondence Received for Information or Requiring Direction of Council

- a. Town of Lakeshore, Resolution - Accommodation Review Process
- b. Guy Caron MP, Request for Support, Bill C-274: Transfer of small business, family farm or fishing operation
- c. Crime Stoppers Guelph Wellington, Winter Newsletter
- d. Richmond Hill, Resolution, A Bank for Everyone, Support Postal Banking
- e. Township of Hornepayne, Resolution-Municipal Fire Department Infrastructure
- f. Township of McMurrich/Monteith, Resolution Re: Municipal Fire Department Infrastructure

MOTION: COW 2016-291

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

THAT Council supports correspondence received from the Township of Hornepayne and Township of McMurrich/Monteith regarding Municipal Fire Department Infrastructure.

Carried

MOTION: COW 2016-292

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT the correspondence be received for information.

Carried

10. 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. Parks and Recreation Advisory Committee Minutes of December 12, 2016
Facilities Manager Carr presented to the Mayor and Chair Elliott an award from Westario Power for achieving one of the highest demand or consumption savings in the Save-on-

Energy program. The Facilities Manager also presented the ice allocation policy and procedures for centralized booking beginning January 1. Committee recommends increasing bar prices to \$5 per drink commencing in the New Year. Council noted bar prices had not increased for over six years and the benefits to customers of centralized booking.

MOTION: COW 2016-293

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT the Parks and Recreation Advisory Committee Minutes of December 12, 2016 be received and any recommendation contain therein be approved.

Carried

c. Staff Reports

1. Business and Economic Manager, Signage Grant – Clifford Take Out

MOTION: COW 2016-294

Moved By: Councillor Turton; Seconded By: Councillor Colwell

THAT Council receives the December 2, 2016 report from the Business & Economic Manager regarding Signage Improvement Grant Application #C04 for the amount of \$370 for the property located at 29 Elora St. N. Clifford (Clifford Take Out) and approves this grant.

Carried

2. Building Inspector, Part-Lot Control Exemption, Sinclair 310 Main Street
Building inspector Pennington noted this allows each unit to have a separate lot with two entrances to Queen Street and one on Main.

MOTION: COW 2016-295

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

THAT Council receives the Building Inspector's report dated December 16th, 2016 regarding the Part Lot Control Exemption Application for the parcel located at 310 Main Street East, Palmerston and considers passing a bylaw in open session.

Carried

3. Building Inspector, Site Plan Approval 120 York Street, Palmerston
The Building Inspector reviewed the site plan following a 2015 severance. The proposal is for one block of three townhouses and one block of four. Council discussed the project and noted servicing details and other matters must be addressed in final drawings.

MOTION: COW 2016-296

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

In consideration of the report from the Building Inspector dated December 20th, 2016, Council approves the following documents for 120 York Street, Palmerston:

a) General Site Plan dated July 2014, Last Revised Date December 2016 prepared by Triton Engineering Services Limited

b) Servicing Plan prepared by MTE/OLS Ltd.

Subject to the execution of a site plan agreement with the Town requiring, among other matters, confirmation of final storm water management details, verification of the restoration of the existing sidewalk, confirmation of any required servicing easement and

additional water valve accessible by the Town, and final landscaping details all to the satisfaction of Town staff.

And that Council considers passing a by-law in open session to authorize the signing of a site plan agreement for 120 York Street; Palmerston once final plan details are submitted.

Carried

4. Chief Building Official, November Building Permit Review

The Building Inspector outlined the year to date statistics. The CBO will provide additional information in the year end report.

MOTION: COW 2016-297

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT Council receives the Chief Building Officials November Building Permit Review for information.

Carried

5. Deputy Clerk, Closed Meeting Investigator

The Deputy Clerk noted there is no Town cost to the Investigator unless he is called upon.

MOTION: COW 2016-298

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

THAT Council receives the December 9, 2016 report regarding Closed Meeting Investigator Appointment from the Deputy Clerk and appoints Mr. John Maddox, JGM Consulting as the Town of Minto's Closed Meeting Investigator for a two year term from January 1, 2017 to January 1, 2019.

Carried

6. C.A.O. Clerk, Gibson Lands Lot Creation

The C.A.O. Clerk noted the Town would not consider this approach unless road widening was needed and Council had already supported the lot configuration proposed by the family.

MOTION: COW 2016-299

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

THAT Council receives the C.A.O. Clerk's December 12, 2016 report regarding Gibson Lands Bell's Road at 16th Line and the May 4, 2016 letter from Peter Fallis, and that Council proceed with the request as outlined so long as there are no further legal costs to the Town.

Carried

7. C.A.O. Clerk Follow Up Ornamental Ponds

CAO Clerk White explained pool and pond bylaws were looked at due to a 2010 coroner's investigation, but there was no record of a fatality in a landscape pond like the one at issue.

MOTION: COW 2016-300

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT Council receives the C.A.O. Clerk's December 13, 2016 report Follow Up Ornamental Ponds and the Town's by-law not be amended.

Carried

8. C.A.O. Clerk Palmerston Rail Trail Bridge Restoration

Chris Clark Triton Engineering explained options and the timing for repairs. Construction starts in the Spring once approved by Council.

MOTION: COW 2016-301

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

THAT Council receives the C.A.O. Clerk's December 16, 2016 report regarding Cost Estimates Repairs Structure P Rail Trail Fire and directs Triton Engineering to proceed with Option 1.

Carried

Councillor Colwell assumed the Chair

9. Treasurer, Approval of Accounts

Treasurer Duff noted major payments to the County of Wellington, School Boards, Construction on Jane & Inkerman and the Harriston Arena.

MOTION: COW 2016-302

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

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for December 14, 2016 as follows:

Administration \$ 2,020,047.76, Building \$ 147.20, Economic Development \$ 4283.78, Incubator \$ 1019.51, Tourism \$1593.63, Fire \$ 2807.91, Roads \$ 273,454.99, Streetlights \$ 11,626.56, Wastewater \$ 24,156.13, Water \$ 14,873.41, Minto in Bloom \$40.68, Recreation \$ 9.50, Clifford \$ 1294.98, Harriston \$ 16079.91, Palmerston \$ 51,520.81, Norgan \$ 2917.60

Carried

d. Other Business Disclosed as Additional Item

C.A.O. Clerk White noted minutes of settlement were reached regarding the Harriston Senior School project which if approved by the Ontario Municipal Board will implement the 23 unit compromise reached last June.

Councillor Colwell informed Council of the Minto Chamber of Commerce annual meeting on February 6 2017, the cost to attend is \$20.

Councillor Dirksen noted a medical situation took place at the Harriston Arena on Friday December 16. The patient's wife sent a most sincere thanks to Council for placing AEDS in facilities and training staff to use them. C.A.O. Clerk White stated Facility Lead Hand Mark Hill was recognized at a staff function and had stated he was part of a group to people who helped the patient. Minto Fire is coordinating a formal recognition for all involved.

Mayor Bridge reminded Council of the Fire and Ice Event on New Year's Eve in Palmerston.

Councillor Anderson reminded Council of the Community Christmas Dinner on December 25, 2016 in Harriston. She noted that there are 85 to 100 people planning to attend and that they will deliver meals to the convenience stores and gas stations that remain open.

Council wished everyone a Merry Christmas through song.

11. Motion to Return To Regular Council

RESOLUTION: 2016-249

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

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

Carried

12. Notices of Motion - None

13. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2016-250

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

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

Carried

14. By-laws

- a. By-law 2016-98, to amend By-law 2016-31, a by-law to Regulate and License the Keeping of Dogs and Dog Kennels in the Town of Minto

RESOLUTION: 2016-251

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT By-law 2016-98; to provide an exemption amendment to By-law 2016-31 a by-law to Regulate and License the Keeping of Dogs and Dog Kennels in 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

- b. By-law 2016-99, To Authorize a License Extension and Amending Agreement 1 Elora St.N.

RESOLUTION: 2016-252

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT By-law 2016-99; to Authorize a Licence Extension and Amending Agreement to be signed for 1 Elora St., N., Harriston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. By-law 2016-100, To authorize an Amendment to a Commercial Lease Agreement 1 Elora St. N.

RESOLUTION: 2016-253

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

THAT By-law 2016-100; To authorize an Amendment to a Commercial Lease Agreement with 2323004 Ontario Inc. for 1 Elora Street for the Business Incubator; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- d. By-law 2016-101, Part Lot Control Exemption, 310 Main Street, Palmerston

RESOLUTION: 2016-254

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT By-law 2016-101; To Exempt Part Lot Control for lands being Lot 1 Part Lot 19, Former Town of Palmerston, in Town of Minto, under Section 50 (7.1) of the Planning Act, R.S.O. 1990, as amended; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- e. By-Law 2016-102, for the purpose of Appointing Tawnya Robertson as Deputy Division Registrar

RESOLUTION: 2016-255

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT By-law 2016-102; for the purpose of Appointing Tawnya Robertson as Deputy Division Registrar; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- f. By-law 2016-103, authorizing the Mayor and C.A.O. Clerk to sign a Minutes of Settlement Agreement

RESOLUTION: 2016-256

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

THAT By-law 2016-103; To authorize the Mayor and C.A.O. Clerk to sign a Minutes of Settlement Agreement respecting an appeal of a Zoning By-law 2016-48 applicable to part of lands known as Former Harriston Senior School ; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- g. By-law 2016-104, to Authorize the Mayor and CAO Clerk to execute a Site Plan Agreement, Clair Ridge Estates

RESOLUTION: 2016-257

Moved By: Councillor Anderson; Seconded By: Councillor Turton

THAT By-law 2016-104; to Authorize the Mayor and CAO Clerk to execute a Site Plan Agreement with Clair Ridge Estates to permit an apartment complex at 120 York Street,

Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- h. By-law 2016-105, Confirm the Proceeding of the December 20, 2016
Committee/Council Meeting

RESOLUTION: 2016-258

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT By-law 2016-105; Confirm the Proceedings of the December 20, 2016

Committee/Council meeting; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

15. Adjournment - 8:47pm

RESOLUTION 2016-259

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

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

Carried

Mayor George A. Bridge

C.A.O. Clerk Bill White

For distribution to Council

December 15, 2016

Dear Municipal Colleague:

I'm excited to share AMO's 2017-18 Strategic Objectives. It's an ambitious plan that will help us to promote municipal interests over the next 16 months, heading into the 2018 provincial election. This year the province introduced 12 pieces of legislation that affected us, along with many regulations. We expect 2017 to be even busier. There's been an incredible amount of provincial and federal consultation. Some of our members have remarked that if it weren't for AMO, they could not be 'in the know,' let alone have assurance that municipal views were being presented to government in a timely way.

Our work keeps municipal interests front and centre at Queens Park, by offering solutions, and by working hard to try to get the responses we need. We've had success in preventing some harmful policies from finding their way into legislation. We've also been successful in advancing particular needs – the most recent is seeing every municipal government receive formula based funding from the Can-On Phase 1 Clear Water and Waste Water Fund. This did not happen anywhere else in the country.

AMO has 43 Board members from municipal governments across the province and our work benefits from the wide input. The Directors you elect every two years come from communities of all sizes, from very small rural and northern to urban centres and upper tiers. Those Directors, along with the chairs of NOMA, FONOM, ROMA, OSUM, MARCO, LUMCO, and the two Wardens Group help pull the municipal community together, creating valuable linkages and depth.

Our shared success counts on your financial support and your voice. I hope that we can count on you for both. I also want to share information about two other AMO corporations that serve Ontario's municipal community.

First, Local Authority Services, or LAS, provides leading edge services that save you money and create opportunity. For example, it offers an LED streetlight program that cuts electricity consumption. The program has been used by many, reducing their energy consumption by 40 to 70%. It was recently recognized by the World Bank and it won the 2016 Lightsavers Canada Award. LAS followed up that success with a recreational facility LED lighting program. It pays to invest in LED.

../2

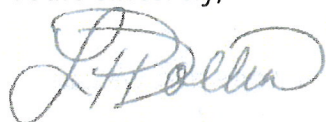
It also pays to invest in LAS's One Investment Program, which provides Ontario municipalities with stronger investment returns by combining municipal resources. Together, we are bigger, and stronger. The same approach creates a better high-interest savings account for Ontario's municipalities – and it offers you better pricing through pooled and hedged electricity, natural gas and fuel procurement programs. These are just a few of the LAS programs that stretch precious taxpayer dollars further for municipalities small and large. Check them out at <http://www.las.on.ca/About/What-is-LAS>.

If you are an OMERS employer, the Municipal Employers Pension Centre of Ontario, or MEPCO, unites 410 of the 1,000 or so employers within that pension plan. MEPCO was created in 2006 because individual municipal governments would have virtually no say in Plan design even though a small change in contribution rates can have a big impact on municipal budgets. Your ongoing support for MEPCO creates a much stronger position for us all. It enables us to tap pension and actuarial experts who help us as employer representative to advance ideas that make the Plan more sustainable and effective. In a joint employee/employer pension governance system, Plan design and benefit decisions are critical to municipal governments' bottom line, given other financial pressures in the delivery of municipal services. MEPCO's 2016 record and 2017 activities are also attached. It shows how your contribution to MEPCO is bringing municipal employer interests to the table.

The invoices for both AMO and MEPCO have been forwarded under separate cover to your finance department. I hope you agree that the work of AMO and MEPCO is valuable and that we can count on your membership in 2017. I also hope that you will learn about and take advantage of the LAS programs.

When we go to Queen's Park or to Parliament Hill, being able to say that we represent all municipal governments in Ontario is very important. Speaking with that common voice improves their listening! On behalf of the AMO Board, thank you for your support. Season's Greetings!

Yours sincerely,



Lynn Dollin
AMO President

Encl.



2017 Strategic Objectives

#1 Policy and Program Design Advocacy Work

Why? To achieve better outcomes that help municipal governments in their direct roles and responsibilities and other matters that shape and support strong communities.

How? AMO's actions include developing positions, working to influence governments' agendas and drafting of Bills and funding programs, reviewing Bills and promoting amendments as needed.

Priority Areas:

- Municipal Fiscal Future through AMO's "What's Next Ontario"
- *Aggregates Act*
- CAN-ON Phase Two Infrastructure Funds
- Changing Workforce Review
- Climate Change
- *Conservation Act*
- *Construction Lien Act*
- Debt/Investment/Prudent Regulation
- Double Hatter/Bill 109 Monitoring
- Expanding Medical Responses (OPPFA fire med proposal)
- FPPA Review/Fire Safety Table
- Housing Strategy
- Land Ambulance Dispatch Modernization
- Long Term Care/Seniors
- Marijuana Law and Implementation
- *Municipal Act* and Conflict of Interest
- OMB Reform
- *Police Services Act*/Modernization
- Public Health Panel
- *Waste Free Ontario Act*
- Water Taking

#2 Building Value for Members

Why? Helping members deal with the outcomes of policy and program changes so they are 'on top of things', incorporating change as efficiently as possible.

How? AMO will develop and provide different tools, knowledge and skills that are meaningful and supportive of municipal governments' responsibilities in a changing world.

Priority Areas:

- Open Data
- Digital Government
- Codes of Conduct for Elected Official and Staff
- NEW Training: Managing Conflicts, Codes of Conduct & More...from *Municipal Act/Conflict of Interest Act*
- e-Learning and In-Class Councillor Training Updates
- NEW Symposium: Changing Labour Force
- Human Services Symposium II
- Asset Management Symposium
- Energy Champions

#3 Reinforce Relations with Members and Others:

Why? An informed membership will strengthen overall advocacy, locally and regionally.

How? AMO will increase its 'field' presence and expand its membership involvement in activities.

Priority Areas:

- Bring new volunteers to AMO task forces
- Increase use of technology as an outreach and input tool
- Capacity building program for Asset Management
- Review membership communications approach

#4 Strengthen the Corporation Itself

Why? The best practice measure for not-for-profit financial health is a diversified membership revenue streams.

How? Develop long-term strategic partnerships between AMO and the municipal business community.

Priority Area:

- Develop a Business Partnership Plan and execute strategic complementary relationships

2016 Key Activity

Input to Ontario Ministry of Finance on the proposed Ontario Retirement Pension Plan (ORPP) initiative that led to exemption of the OMERS Plan from the ORPP;

Input to the OMERS Board on municipal employer perspectives and cost impacts on the inclusion of municipal non-full time employees in the OMERS Plan;

Monitored the Federal CPP enhancement initiative and promoted municipal employer considerations in integrating CPP changes with the OMERS Plan;

Continued regular MEPCO Board dialogue with the OMERS OAC Board Chair and OMERS President and CEO;

Provided advice to AMO OMERS representatives on changes to OMERS Plan assumptions, the performance of the OMERS Investment Strategy and the MEPCO focus on investment risk management;

Updated the MEPCO OMERS Primary Plan Pension Platform, which provides guidance to the MEPCO Board, and to AMO OMERS representatives on OMERS Plan design and operation;

Delivered MEPCO education session at the 2016 AMO Conference on the OMERS impacts of the proposed ORPP and CPP enhancement;

Provided regular updates to MEPCO members on OMERS and public sector pension legislative/regulatory developments.

2017 Priorities

Monitoring/assessing the performance of the OMERS Investment Strategy, changes to plan assumptions, implementation of the OMERS Funding Management Strategy, OMERS Plan design changes and the cumulative impacts of these matters on risk management and the ability to return to full funding of the OMERS Plan;

Advice to the OMERS SC Board on OMERS Plan cost and labour relations impacts of CPP integration with the OMERS Plan;

Monitor the development of legislation to create a new Ontario Financial Services Regulatory Authority and impacts on the OMERS Plan;

Assess the Federal Infrastructure Bank proposal and pension plan impacts;

Evaluation of MEPCO communications tools and development of the 2017 Communications Plan;

Continue regular MEPCO Board dialogue with the OMERS OAC Board Chair and OMERS President and CEO;

Develop a 2017 MEPCO education session;

Continue support for resolving MEPCO member concerns with OMERS as they arise;

Monitor OMERS governance and representation;

Provide regular updates to MEPCO members on OMERS and public sector pension legislative/regulatory developments.



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

December 22, 2016

To: Chief Administrative Officers
Chief Finance Officers, Treasurers and Tax Collectors

From: Carla Y. Nell, Vice-President
Municipal and Stakeholder Relations

Subject: 2016 Assessment Update Municipal Summary Report

The return of 2016 assessment rolls to Ontario municipalities marks a key milestone in the organization's delivery of the province-wide 2016 Assessment Update.

2016 was a year of many firsts for MPAC's delivery of updated assessments. We made a number of changes to our operations and the products and services we deliver to property owners and stakeholders. Our goal was to undertake an Assessment Update that demonstrated a greater focus on roll stability, transparency and collaboration.

We have developed the enclosed report for municipal administration and elected officials to provide an Executive Summary of the work performed by MPAC in support of the 2016 Assessment Update, which includes municipal level snapshots of the property class changes unique to your area.

A copy of this report will also be provided to Municipal Clerks for submission to municipal councils in the new year. In the interim, I encourage you to review the report and share your comments or any questions with your local Municipal and Stakeholder Relations team.

Yours truly,

A handwritten signature in dark ink, appearing to be "C. Nell", written in a cursive style.

Carla Y. Nell
Vice-President, Municipal and Stakeholder Relations

cc: Regional and Account Managers

2016 Assessment Update

Municipal Summary Report

December 2016



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

CONTENTS

Delivering the 2016 Assessment Update

About This Report	3
Introduction	3
Disclosure	4

2016 Assessment Update Rollout

Residential Properties	5
Farm Properties	7
Business Properties	10
Large and Special Purpose Business Properties	16

Our Approach to Value

The Municipal Experience	18
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Conclusion	19
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Assessment Change Summary

by Property Class	Appendix 1
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Assessment Base Distribution

Summary by Property Class	Appendix 2
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Delivering the 2016 Assessment Update

About This Report

The following report has been developed to provide municipal administration and elected officials with an executive summary of the work undertaken by Municipal Property Assessment Corporation (MPAC) in delivering assessed values for the 2016 Assessment Update.

MPAC is committed to providing property owners, municipalities and all its stakeholders with the best possible service. Our goal is a stable assessment base through greater transparency, shared understanding and accuracy in property values.

Introduction

In Ontario, property assessments are updated every four years. The 2016 Assessment Update reflects a legislated valuation date of January 1, 2016, for the 2017-2020 property tax years.

MPAC's work to deliver the 2016 Assessment Update began in 2015—nearly two years earlier than previous Assessment Updates. As part of our efforts, we introduced some of the most significant reforms to Ontario's property assessment system since 1998, and recognized early engagement and openness as keys to our success.

The following report summarizes the initiatives that MPAC has undertaken to:

- Deliver on our commitment to engage with and provide greater access to information for property owners, municipalities and stakeholders
- Improve our valuation analysis, methods and models
- Increase our assessment quality through stringent data cleansing, quality checks and testing our work through third parties

Our 2013-2016 Strategic Plan

MPAC provided property owners, municipalities and stakeholders with the best possible service through transparency, predictability and accuracy—and works with municipalities and property owners and industry associations to identify potential opportunities to further refine Ontario's property tax system.

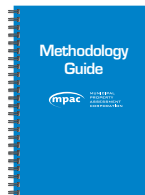
Disclosure

MPAC has launched disclosure initiatives to inform property owners and municipalities about how accurate property values are established. MPAC's approach to disclosure varies by property type. The disclosure initiatives include ongoing consultations with property owners and municipalities to determine appropriate valuation methodology and valuation parameters.



Three levels of Disclosure documentation were established:

1 Methodology Guides



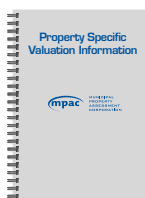
33 guides that explain assessment methodology, and reflect appraisal industry standards and best practices.

2 Market Valuation Reports (MVR)



161 reports that explain how assessment methodology is applied to value properties, at the sector level, including reports for each of MPAC's 128 residential market areas.

3 Property Specific Valuation Information



Detailed information is also provided for over 5 million properties in Ontario, including 600,000+ farm and business properties, available through secure access (aboutmyproperty.ca) to property taxpayers, their representatives and municipalities. MPAC has published 33 additional supporting documents, including our Information and Data Sharing Policy, Economic Obsolescence Reports, and Cost Analytics.

2016 Assessment Update Rollout



Residential Properties

Notices for residential property owners were mailed over a 21-week period starting on April 4, 2016. The staggered approach was intended for MPAC to:

- Resolve any property owner concerns before final Assessment Rolls are returned to municipalities
- Allow for more localized targeted outreach
- Manage the influx of calls to our call centre to better respond to enquiries

RESIDENTIAL Market Trends™

Residential Market Trends

Launched April 2016, Residential Market Trends is a new, user-friendly online tool on aboutmyproperty.ca designed to inform property taxpayers about key market shifts happening in their neighbourhood and across Ontario.

Through interactive maps, property owners can understand how property assessments have changed in any specified neighbourhood. The maps display information on the average assessment increase in an area, including the value of a typical home, condominium and waterfront property value from 2016 to 2017. Provincially, residential property values have increased on average by 4.5% annually since 2012. Over the next four years, the average residential property will increase by 18%.

Key Improvement Areas

Improved Sales/Data Validation

MPAC completed more sales investigations and data quality checks in preparation for this year's assessment update than past reassessments. MPAC staff investigated more than 200,000 sales since 2012, which is more than double the sales reviewed for the 2012 Assessment Update. MPAC also reviewed and updated more than 2.8 million data elements.

Redesigned Property Assessment Notice

MPAC redesigned the Property Assessment Notice as part of its commitment to enhance the residential taxpayer experience and educate property taxpayers on the valuation process.



MPAC conducted quantitative and qualitative research through a third party to receive feedback from residential taxpayers from across Ontario. Enhancements were made based on this feedback and through consultation with the Ministry of Finance.

Changes include:

- An Issue Date and specific Request for Reconsideration (RfR) deadline for each of the applicable tax years
- A clear explanation of phase-in
- A simple explanation of the Ontario Property Assessment System
- Information on the valuation process and the five key factors that affect residential property value

Improved Understanding

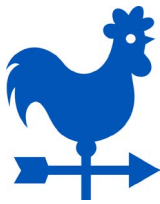
In advance of the residential Notice mailing, a variety of resources were provided to property owners, including:



- Brochures
 - [About MPAC](#)
 - [Understanding Your 2016 Property Assessment Notice](#)
 - [Resolving Assessment Concerns/Requests for Reconsideration \(RfR\)](#)
 - [Residential Properties](#)
 - [Newly Built Homes](#)
 - [Waterfront Properties](#)



- Videos
 - [AboutMyProperty™ Overview](#)
 - [How MPAC Assesses Properties](#)
 - [The Request for Reconsideration process](#)
 - [Property Assessment and Taxation](#)
- [Residential Market Trends](#)



Farm Properties

MPAC has strengthened the accuracy and equity of farm valuations for the 2016 Assessment Update. Property Assessment Notices were delivered starting October 11, 2016, with an average annual increase of 16% since 2012. Over the next four years, the average farm property will increase by 64%.

Farm Market Trends

Farm Market Trends were created for 48 different geographic regions, and the Current Value Assessment change shows the percentage increase for year one of the phase-in (2017). The maps also show a rate per acre of Class 1 farmland, which is often how farmers speak when referencing the value of their farm property.

1

Upward trends continue

Farmland property sales indicate that farm values have continued to increase provincially.

2

Interest rates are low

Historic low interest rates have allowed farmers to expand farming operations.

3

Demand outweighs supply

Over the last several years, the demand for farmland has significantly outweighed the supply, creating competition.

4

Not all buyers are farmers

Non-agricultural buyers in Ontario continue to purchase farmland.

5

More land is needed

Many sectors, including large intensive livestock enterprises, need land for nutrient management and cropping requirements.

6

Soil type is a factor

The availability of soil types that support high-value crops is driving up demand.

7

Farmland sales expand east

Producers continue to expand by purchasing land in Eastern Ontario and in neighbouring communities.

8

Lower priced land available in northeast

Buyers from Southern Ontario who are in search of lower priced land are finding it in the Northern and Eastern regions of Ontario.

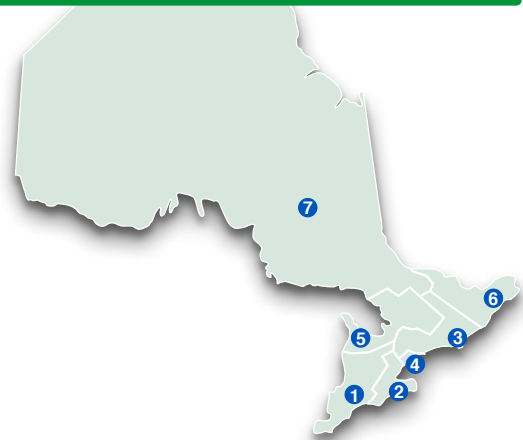
Farm Value Comparison



Overall

Average assessment change for 2016-2017

Ontario Overall	16%
South West ①	16%
Golden Horseshoe ②	12%
GTA Central Ontario ③	13%
City of Toronto ④	N/A
Central North East ⑤	16%
East ⑥	19%
North ⑦	18%



Average annual assessment changes reflect the median value for farm properties, regardless of the property class. This includes vacant farmland, farms with residences and outbuildings. The farm market trends map for 48 different geographic regions are available on aboutmyproperty.ca.

Key Improvement Areas

Data Integrity/Accuracy

For the 2016 Update, MPAC implemented a number of changes that have resulted in a better approach to farm valuations.

- **Improved farm sale verification process.** MPAC undertook significant analysis and only used sales of farmland sold to farmers to determine farmland rates. Farm verifications included a standard letter and questionnaire sent to new farm owners, and a mandatory review of vacant farm land sales that are 10 acres or greater.
- **Comprehensive review of vacant farm land sales back to January 2008.** A longer sales period increased the number of farm sales in MPAC's analysis by approximately 40% over past reassessments (sales are time-adjusted to reflect market changes over time).
- **Reduction in the number of farm neighbourhoods.** Farm neighbourhoods have been combined, resulting in a reduction from 228 to 167 neighbourhoods. This has enabled MPAC to use more sales transactions in its determination of the farm land rates. MPAC staff also reviewed the values for farms in bordering neighbourhoods to ensure equity in the valuations.
- **New Agricultural Cost Guide.** MPAC is now relying on a new, up-to-date agricultural cost guide to determine the value of farm structures.

Consultation and Engagement

In consultation with the Ontario Federation of Agriculture (OFA), the Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA), municipalities and industry representatives, MPAC worked closely with the farming community to provide additional transparency regarding farmland valuations.



Redesigned Property Assessment Notice

MPAC engaged property owners and industry groups through focus groups to discuss potential enhancements to the Property Assessment Notice. As a result of feedback received, MPAC customized the Farm Notice to clearly indicate whether the property is classified in the residential or farm tax property class and include acreage as part of the property description.

Improved Understanding

In addition to outreach and consultation, MPAC created a suite of communication materials to help farm property owners understand the changes being introduced for farm properties as part of this year's province-wide Assessment Update. The materials include:

- A new [Farm brochure](#)
- [How MPAC Assesses Farm Properties](#) video
- An [Infographic](#) that explains how MPAC values farm properties
- [Understanding your Farm Property Assessment Notice Brochure](#)
- Access to all three levels of disclosure for their farm property through [aboutmyproperty.ca](#)
- [Farm Market Trends](#)





Business Properties

Business property owners received their 2016 Notices starting on October 18, 2016. Values reflect the local real estate market and MPAC's analysis of the market indicates that most categories of business property have increased in value over the last four years. MPAC has made considerable efforts to analyze local markets, review the data on file and talk to property owners in advance of the update.

Multi-Residential

MPAC has changed the way multi-residential properties are assessed and used the Direct Capitalization Approach for the 2016 Assessment Update. These changes were implemented as a result of feedback received during consultations with the Federation of Rental-Housing Providers of Ontario (FRPO), the Co-operative Housing Federation of Canada (Ontario Region Office) and the Ontario Non-Profit Housing Association. Provincially, multi-residential property values have increased on average by 7% annually since 2012. Over the next four years, the average multi-residential property will increase by 28%.

1

Upward trends continue

Multi-residential property sales indicate that values have continued to increase provincially.

2

Interest rates are low

Historic low interest rates have fueled an active sales market for multi-residential properties.

3

Demand outweighs supply

Competition for apartment investment properties in large urban centres has resulted in premium pricing.

4

REITs and large portfolio holders invest

Real estate investment trusts and large institutional investors continue to invest in this stable asset class.

5

Rent vs. buy

Many young professionals are choosing to rent instead of buy due to strong home prices.

6

Province-wide effects

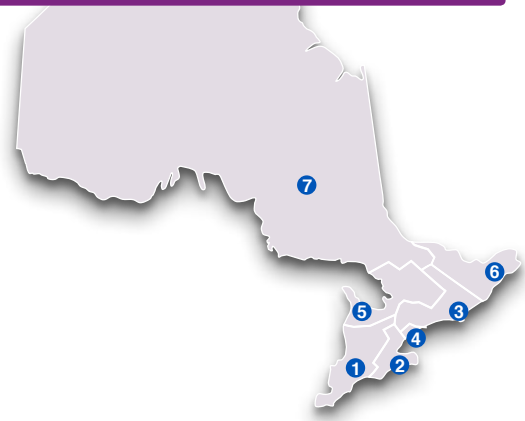
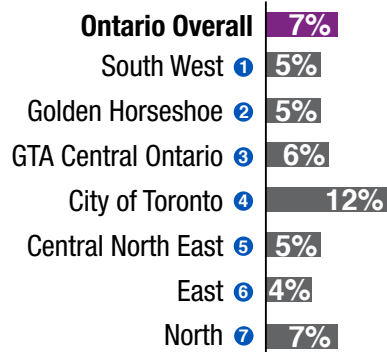
Sale prices have continued to climb across the province. Sault Ste. Marie, Thunder Bay, Barrie, Hamilton, Windsor and the Greater Toronto Area all show strengthening apartment markets.

Multi-Residential Value Comparison



Overall

Average assessment change for 2016-2017



Average annual assessment changes reflect the median value for multi-residential properties having seven or more units. Multi-residential market trends include average assessment change (2016-2017), Fair Market Rents, capitalization rates and vacancy rates.

Key Improvement Areas

- Reviewed four years of sales data to determine multi-residential values
- Researched and consulted third party sources, including Canada Mortgage and Housing Corporation, to validate our valuation components
- Launched the Property Income and Expense Return (PIER) tool enabling multi-residential property owners to submit their annual rental, income and expense information online
- Studied rental, financial and market information to determine Fair Market Rents, Vacancy and Bad Debt allowances, Expense Ratios and Capitalization Rates for Ontario's multi-residential properties

Commercial

Commercial properties have a broad range of uses including small retail, food service, shopping centres or big box centres, office buildings or other general commercial uses.

MPAC conducted pre-roll discussions and/or information sessions with Ontario Business Improvement Area Associations, large office and large retail property owners, major tenants (i.e., national chains) to review preliminary valuation parameters for the various sectors. In preparation for this year's Assessment Update, MPAC reviewed Fair Market Rents against market data submitted by property owners and reviewed three years of sales data to establish accurate values. Provincially, commercial property values have increased on average by 3.1% annually since 2012. Over the next four years, the average commercial property will increase by 12.4%.

1

Retail development in an expanding housing market

Retail development remains strong in areas with growing residential communities to support the demand for retail services from new residents.

2

Capitalization rates and office buildings

Capitalization rates continue to compress in most parts of Ontario. New supply continues to be added in several major markets, including Toronto, Richmond Hill, Mississauga and Oakville.

3

Ottawa faces decline in office building values

Ottawa continues to see a decline in rents and an increase in vacancy as the federal government continues to relinquish office space back to the market.

4

Big box vs. standard retail properties

Province-wide, big box properties are experiencing marginally lower increases in assessment when compared to standard retail properties due to the limited utility beyond their existing use and limited market demand within this sector.

5

Commercial in the Northwest

The main urban centres of Thunder Bay, Kenora, Dryden and Fort Frances are experiencing the most consistent assessment increases in the region. Affordable housing market conditions along with stability in the mining and forestry sector have contributed to steady market conditions in the commercial sector.

6

Commercial in Northeastern Ontario

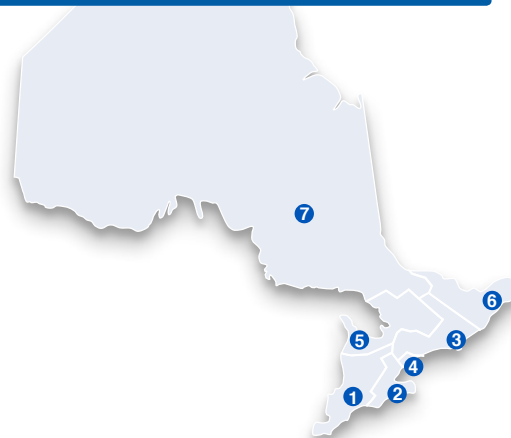
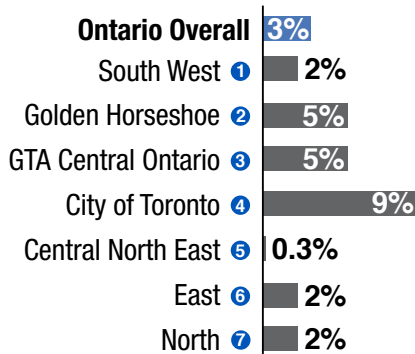
Northeastern Ontario is seeing the lowest average change in commercial properties in the region. Increases to small retail properties are tempered in part due to the continued development of big box centres in these communities which have drawn consumers from traditional retail markets. Office buildings and large shopping centre values have outperformed small retail as sectors and investors outside of Northern Ontario see value in investing in the North due to low interest rates.

Commercial Value Comparison



Overall

Average assessment change for 2016-2017



Commercial market trends include average annual assessment change (2016-2017), Fair Market Rent, Vacancy, Non-Recoverable, Capitalization.

Industrial

MPAC conducted pre-roll consultations and/or information sessions with the Ontario Business Improvement Areas (BIA) Association and member BIAs from across Ontario, ONroute Service Centres, the Gravel Pit Industry, municipalities, the Ministry of Finance and Infrastructure Ontario to get an improved understanding of how assessment changes will impact various groups in this sector. Provincially, industrial property values have increased on average by 3% annually since 2012. Over the next four years, the average industrial property will increase by 12%.

1

Upward trends continue

Standard industrial property sales indicate the industrial market remains strong in the Greater Toronto Area.

2

Rebounding market in Southwestern Ontario

The market in Southwestern Ontario remains stable with industrial sales rebounding in Windsor/Chatham.

3

Logistics a key driver for this segment

Access to main transportation routes along the 400 series highways and large distribution centres continues to stimulate industrial markets.

4

Steady growth province-wide

Central, east and northern areas of the province continue to experience stable industrial markets.

5

Interest rates are low

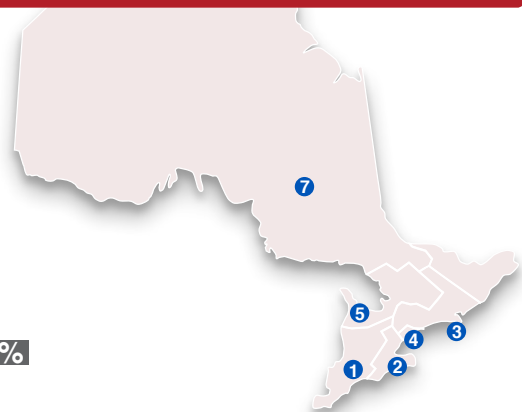
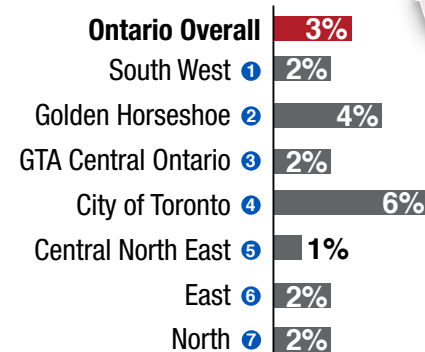
Historic low interest rates have fueled growth in industrial property sales.

Industrial Value Comparison



Overall

Average assessment change for 2016-2017



Industrial maps show the average annual assessment change for industrial properties for year one of the phase-in (2017) for standard industrial properties only.

Key Improvement Areas

- More than 62,000 sales investigations on commercial/industrial properties province-wide, representing almost 90% of all sales for the province
- Staff reviewed and updated more than 2.8 million data elements
- Engagement has focused on property owners and stakeholders most likely to be affected by changes (either in methodology or value) and those who have expressed an interest in participating in pre-roll discussion and consultation

Methodology Changes

MPAC engaged key stakeholder groups, municipalities, property owners and the Ministry of Finance in discussions about methodology changes in advance of the update. Key changes include:

- **Big Box Stores** – changed from the income approach to the cost approach
- **Consolidated Courthouses** – changed from the income approach to the cost approach
- **Billboards** – assessed using the regulated cost approach and included in the commercial property class
- **Equity Co-ops/Co-ownerships** – returning to its approach of valuing Equity Co-ops and Co-ownerships by the direct sales comparison approach
- **Multi-Residential** – changed the application of the income approach from a Gross Income Multiplier approach to a direct capitalization of net income

Improved Understanding

Multi-residential and business owners have access to a range of assessment tools and information to assist them in understanding how MPAC has assessed their property. These tools include:

- A new [Multi-Residential Brochure](#) and [Infographic](#) with an overview of MPAC's approach to valuing multi-residential properties
- A [Small Commercial and Industrial Properties Brochure](#)
- [Understanding your Business Property Assessment Notice Brochure](#)
- A video that explains the [Request for Reconsideration Process for Business Properties](#)
- [Business Market Trends](#) for Commercial, Industrial and Multi-Residential properties





Large and Special Purpose Business Properties

Large and special purpose business properties are generally characterized as properties that have a unique design, layout, size, construction materials and/or building services that facilitate one or a limited number of uses.

- They have limited market possibilities, except as a going concern business
- They typically have specialized building services
- They tend to serve large market areas that are more regional, national or international in scope
- They generally contain machines and machine fittings that are designed to facilitate one purpose
- Adaptation to other uses is typically challenging, requiring significant alterations and rarely finding economically viable uses for all of the improvements

As part of MPAC's delivery of the 2016 Assessment Update and the implementation of the recommendations under the Ministry of Finance's [Special Purpose Business Property Assessment Review \(SPBPAR\) Report](#), MPAC established an [Advance Disclosure Protocol for Large and Special Purpose Business Properties](#).

The protocol provided municipalities and property taxpayers with the opportunity to review and comment on MPAC's market analytics and preliminary assessed values for large and special purpose business properties in advance of roll return.

Under the Ministry of Finance's Section 10 directive, MPAC was required to develop [Methodology Guides](#) for the following large and special purpose business property types:

- Pulp and Paper Mills
- Saw Mills
- Value-Added Wood Products Manufacturing Plants
- Steel Manufacturing Plants
- Automotive Assembly Plants
- Automobile Parts Manufacturing Plants

Recognizing the complexities surrounding other property sectors, MPAC followed the same procedure for the following additional large and special purpose business property types:

- Pharmaceutical Manufacturing
- Chemical Manufacturing
- Oil Refineries
- Mining
- Food Processing
- Aerospace

Consultation

Engagement and collaboration has provided municipalities and property owners with an opportunity to review and comment on MPAC's sector level analytics and preliminary assessed values for large and special purpose business property types.

Preliminary valuation summaries were shared with property owners and municipalities in May of 2016 encouraging property owners and municipalities to review the information and provide feedback, and to share alternate data, evidence and analysis with MPAC. This feedback was reflected in the updated preliminary values distributed by MPAC on October 4, 2016, which allowed property owners and municipalities a final opportunity to review their revised preliminary summary and offer input prior to Property Assessment Notice delivery on November 28, 2016.

Our Approach to Value



The Municipal Experience

A redesigned [Municipal Connect™](#) allows for better understanding and management of the assessment base and assessment at risk, and offers municipalities a modern and flexible way to access assessment information.

To better support the management of municipal services and provide further insight into the 2016 Assessment Update, Municipal Connect™ provided municipalities with access to preliminary values allowing for early consultation/discussion with the goal of greater roll stability and predictability.

Many enhancements were made in the development of Municipal Connect 2.0. Key changes include:

- Access to preliminary values through the Pre-Roll Consultation File for the 2016 Current Value Assessment (2017 to 2020 tax years)
- Weighted assessments based on a municipality's specific ratios
- New and enhanced mapping and satellite photo capabilities, including property type and assessment parcel overlays
- Access to Commercial/Industrial preliminary values
- Access to Assessment Review Board appeal and Request for Reconsideration information

MPAC staff continue to work to provide additional enhancements to meet municipalities' unique needs. Throughout 2017, we will continue to transition functionality from the classic version of Municipal Connect, offer municipalities improved flexibility to build on-demand reports, as well as continue to improve the ability to search, sort, and monitor properties.

Conclusion

Throughout the 2016 Assessment Update, we have placed careful and deliberate focus on increased transparency and a shared understanding of property assessments.

Careful consideration was given to property sectors where there was a change in methodology, and we have worked collaboratively to engage municipalities, stakeholders and property owners to deliver fair and accurate property assessments.

Significant improvements were introduced this year including the early mailing of Notices, revamped aboutmyproperty.ca site, redesigned Property Assessment Notices, work on advance disclosure, early engagement and pre-roll discussions. These changes share a common goal that is rooted in MPAC's commitment to bring stability and predictability to municipalities' tax base.

As final rolls are delivered, and we enter the first year of Ontario's next four-year cycle, we remain focused on continuing to support all our stakeholders with regard to 2016 base year assessments. We are also committed to continuously improving our service to stakeholders and encourage you to share your feedback with us on the delivery of the 2016 Assessment Update.

Looking forward, we are excited to foster continuous improvements in service delivery through greater collaboration between MPAC and municipalities.

Your local [Municipal and Stakeholder Relations team](#) is available to support you throughout the Assessment Update and beyond. Please contact your Regional Manager, Account Manager or Account Support Coordinator if you have questions or would like more information about this report.

APPENDIX 1

Assessment Change Summary by Property Class

Town of Minto

The following chart provides a comparison of the total assessment for the 2012 and 2016 base years, as well as a comparison of the assessment change for year one of the four year phase in (2017 property tax year), by property class.

Property Class/Realty Tax Class	2012 Full CVA	2016 Full CVA	Percent Change 2012 to 2016	2017 Phased-in CVA	Percent Change 2012 to 2017
R Residential	595,593,616	692,375,285	16.2%	616,904,324	3.6%
M Multi-Residential	9,226,000	10,139,700	9.9%	9,103,425	-1.3%
C Commercial	57,245,595	59,973,086	4.8%	55,176,604	-3.6%
X Commercial (New Construction)	9,187,500	9,688,300	5.5%	9,148,675	-0.4%
I Industrial	10,454,554	11,943,500	14.2%	10,621,725	1.6%
L Large Industrial	11,416,200	13,302,000	16.5%	11,887,650	4.1%
J Industrial (New Construction)	455,900	438,800	-3.8%	402,500	-11.7%
P Pipeline	2,476,000	2,728,000	10.2%	2,539,000	2.5%
F Farm	236,641,500	392,271,429	65.8%	275,532,482	16.4%
T Managed Forests	580,800	892,300	53.6%	658,675	13.4%
(PIL) R Residential	66,500	241,000	262.4%	110,125	65.6%
(PIL) C Commercial	4,483,688	4,862,500	8.4%	4,046,425	-9.8%
(PIL) H Landfill	86,512	190,800	120.5%	112,584	30.1%
E Exempt	56,677,235	61,818,100	9.1%	55,355,650	-2.3%
TOTAL	994,591,600	1,260,864,800	26.77%	1,051,599,844	5.73%

APPENDIX 2

Assessment Base Distribution Summary by Property Class

Town of Minto

The following chart provides a comparison of the distribution of the total assessment for the 2012 and 2016 base years, which includes the percentage of the total assessment base by property class.

Property Class/Realty Tax Class	2012 Full CVA	Percentage of Total 2012 CVA	2016 Full CVA	Percentage of Total 2016 CVA	2017 Phased-in CVA	Percentage of Total 2017 CVA
R Residential	595,593,616	59.9%	692,375,285	54.9%	616,904,324	58.7%
M Multi-Residential	9,226,000	0.9%	10,139,700	0.8%	9,103,425	0.9%
C Commercial	57,245,595	5.8%	59,973,086	4.8%	55,176,604	5.2%
X Commercial (New Construction)	9,187,500	0.9%	9,688,300	0.8%	9,148,675	0.9%
I Industrial	10,454,554	1.1%	11,943,500	0.9%	10,621,725	1.0%
L Large Industrial	11,416,200	1.1%	13,302,000	1.1%	11,887,650	1.1%
J Industrial (New Construction)	455,900	0.0%	438,800	0.0%	402,500	0.0%
P Pipeline	2,476,000	0.2%	2,728,000	0.2%	2,539,000	0.2%
F Farm	236,641,500	23.8%	392,271,429	31.1%	275,532,482	26.2%
T Managed Forests	580,800	0.1%	892,300	0.1%	658,675	0.1%
(PIL) R Residential	66,500	0.0%	241,000	0.0%	110,125	0.0%
(PIL) C Commercial	4,483,688	0.5%	4,862,500	0.4%	4,046,425	0.4%
(PIL) H Landfill	86,512	0.0%	190,800	0.0%	112,584	0.0%
E Exempt	56,677,235	5.7%	61,818,100	4.9%	55,355,650	5.3%
TOTAL	994,591,600	100.0%	1,260,864,800	100.0%	1,051,599,844	100.0%

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Ombudsman's top 10 stories of 2016

It's been a year of historic change for our office, as the Ombudsman's mandate doubled and we were able to help Ontarians with a whole new range of issues in the broader public sector. Here are 10 of the key developments of the past year.



DECEMBER 2016

1. New Ombudsman



Paul Dubé was unanimously approved by the Legislature as Ontario's seventh Ombudsman and began his [five-year term on April 1, 2016](#). He launched a new monthly "Ombudsman's Message" [on our website](#), spearheaded the creation of the office's [Values, Mission and Vision statements](#), and released his first [Annual Report](#) in November.

The Ombudsman is an independent officer of the Ontario legislature who conducts oversight of provincial government agencies and municipalities, universities and school boards. Ombudsman Paul Dubé began his five-year term on April 1.

[FILE A COMPLAINT ONLINE](#)

Ombudsman Ontario

Bell Trinity Square
483 Bay St., 10th Floor, South Tower
Toronto, ON
M5G 2C9

Phone: 1-800-263-1830

Fax: 416-586-3485

TTY: 1-866-411-4211

Email: info@ombudsman.on.ca



WHAT'S NEW?

2. New mandate

Our office's jurisdiction was expanded for the first time in 40 years, taking full effect in 2016. [We now oversee](#) Ontario's 444 municipalities, 82 school boards and 21 universities, in addition to more than 500 provincial government organizations, and we are [growing our team](#) to handle the influx of cases in these new areas.



3. Consultation and submissions



The Ombudsman was invited to comment as part of several government



What's new at our office? Check out the [Ombudsman's latest post](#) about his most recent speeches and reports, and other activities by our team.

consultations on new legislation and reforms related to policing, correctional services and municipalities. In October, he called for stronger, more consistent oversight of police in his submission to the Independent Police Oversight Review. [Read more here.](#)

› [Read the submission](#)

ONE YEAR OF OVERSIGHT: MUNICIPALITIES & UNIVERSITIES

As the new year approaches, the Office of the Ontario Ombudsman is set to mark one year of oversight of municipalities and universities. Since the historic new jurisdiction took effect Jan. 1, the office has received some **3,191** public complaints and inquiries about municipalities, and **232** about universities.

"In the first year of our oversight of municipalities and universities, we have worked to build productive and collaborative relationships with stakeholders, which has helped us to resolve many difficult issues without formal investigation," said Ombudsman Paul Dubé. "We have been able to help thousands of people by providing the information they need or by making informal inquiries about their issues, just as we do in our oversight of provincial government bodies."

4. Systemic investigations



Our office released reports on two major systemic investigations this year. In the first report, [A Matter of Life and Death](#), the Ombudsman recommended the province improve police training in de-escalation techniques during conflict situations. The second report, [Nowhere to Turn](#), called for the province to overhaul the services and supports for adults with developmental disabilities in crisis. Between both reports,

we made 82 recommendations – all of which were accepted by the province.

5. Making a difference



Most of the **22,000**-plus cases we receive every year are resolved without need for investigation, but our staff achieved significant results for many Ontarians by working proactively behind the scenes. For example, here's how we deal with the top source of complaints to our office, [the Family Responsibility Office](#).

More than one-third of cases were resolved by Ombudsman staff providing referrals to the appropriate officials. The Ombudsman is an office of last resort that seeks to resolve issues at the local level wherever possible, and recommends all municipalities and universities have clear internal complaint procedures.

› [Read more about our work](#)

6. Segregation of inmates in Ontario jails



The Ombudsman [made a submission in May](#) to the Ministry of Community Safety and Correctional services to abolish indefinite segregation in Ontario jails. In early December, our office [launched an official investigation](#) into how the province tracks and reviews the placement of inmates in segregation.

[Read more](#)

WANT TO WORK WITH US?

We're looking for talented people to join our **investigations and early resolutions** teams, and an **executive administrative assistant**.

Learn more about early resolutions [here](#). Learn about investigations [here](#).



7. Municipalities



This year saw the expansion of our mandate to municipalities. Among the **3,191** cases received to date, the [most common complaints](#) were about councils and committees, Ontario Works, by-law enforcement, municipal hydro and housing, and most were quickly resolved. We launched one systemic investigation, related to the [City of Brampton's](#) non-competitive procurement practices. Our

office is also the closed meeting investigator for some 218 municipalities, which you can read more about [here](#).

STAY CONNECTED

Ombudsman Ontario has **4,524** [Facebook](#) likes and **37,682** [Twitter](#) followers! Please continue to reach out to us on social media, or drop us a line at thewatchdog@ombudsman.on.ca.

8. Universities



While we have always been able to take complaints about colleges, our office also took oversight of the province's 21 universities this year, and received **232** cases. The most common topics of complaints were academic appeals and exams, fees and financial assistance, employee issues, instructor and staff conduct and safety and security.

► [Read more about universities](#)

And stay connected with our office in both official languages! Follow our

French Twitter account: [@Ont_OmbudsmanFR](#).

9. School boards



In addition to municipalities and universities, we took oversight of the 82 school boards in Ontario. Our most commonly received complaints - out of more than **1,100** - were about staff and trustee conduct, special education, transportation, boundary issues, employment issues and student safety. We also [launched a systemic investigation](#) in September to examine the school bus

problems that were occurring in the GTA.

› [Read more about school boards](#)

10. Spreading the word



This year, the Ombudsman and Ombudsman staff attended more than **125** outreach events, making speeches and presentations and meeting stakeholder groups representing, provincial organizations, municipalities, universities, school boards and many others. For example:

<https://www.ombudsman.on.ca/Resources/Speeches/2016/All-you-need-to-know-if-the-Ombudsman-calls.aspx>


Office of the Ombudsman of Ontario | Bureau de l'Ombudsman de l'Ontario

1-800-263-1830 - Complaints Line | Ligne des plaintes | 1-866-411-4211 - TTY | ATS

Bell Trinity Square, 483 Bay St., 10th Floor, South Tower

Bell Trinity Square 483, rue Bay 10e étage, Tour Sud, Toronto, Ontario, M5G 2C9, Canada

Si vous avez reçu ce bulletin électronique en anglais et souhaitez le recevoir en français, [envoyez-nous un courriel](#).

Monday	Tuesday	Wednesday	Thursday	Friday
2 	3 Good Food Box Payment Date 9:00 SMART Exercise-PUC 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group-Arthur Arena 10:00 Caregiver Support Group 10:30 Friendship Circle-MFPC 3:15 SMART exercises-VON Mount Forest—392 Main Street N	4 9:00 Palmerston Walking-Arena 9:00 Harriston Walking-Arena 9:00 SMART Exercises-CUC 9:00 Coffee Hour— Moorefield United 9:30 Walking Group— Arthur Arena 9:30 SMART Exercises-DRC 7p.m. Bereavement Group— Birmingham Retirement Community Mount	5 9:00 Palmerston Walking-Arena 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 Coffee Morning-Clifford Hall 10:00 Palmerston Light Exercise— CNRA Building with Fran 11:00 Exercises-Harriston Knox 3:15 VON Smart Exercises— Mt Forest	6 9:00 Palmerston Walking— Arena 9:00 Harriston Walking-Arena 9:00 SMART Exercises— PUC 9:00 Drayton Walking-PMD Arena 9:30 SMART Exercises-Drayton Reformed Church 10:00 SMART Exercises-Palmerston United Church
9 9:00 Palmerston Walking 9:00 Harriston Walking-Arena 9:00 Friendship Club—MFFB 9:00 SMART Exercise-CUC 9:00 Euchre-Drayton United 9:30 SMART Exercises-DRC 10:00 Palmerston Exercise-CNRA with Fran Dawson 10:00 Line Dancing-Harriston Arena	10 Good Food Box Drop-off Date 9:00 SMART Exercise-PUC 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 SMART Exercises-PUC 10:30 Friendship Circle-MFPC 3:15 SMART exercises-VON Mount Forest—392 Main Street N 11:00 Exercises-Harriston Knox	11 9:00 Palmerston Walking-Arena 9:00 Harriston Walking-Arena 9:00 SMART Exercises-CUC 9:00 Coffee Hour— Moorefield United 9:30 Walking Group— Arthur Arena 9:30 SMART Exercises-DRC 1:00 Games— Mount Forest Complex 12:00 pm Palmerston Dining— Sharing Short Stories	12 9:00 Palmerston Walking-Arena 9:00 Drayton Walking-PMD Arena 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 Coffee Morning-Clifford 10:00 Palmerston Light Exercise with Fran Dawson— CNRA Building 11:00 Exercises-Harriston Knox 3:15 Smart Exercise— VON office 392 Main Street Mount Forest	13 9:00 Palmerston Walking— Arena 9:00 Harriston Walking-Arena 9:00 SMART Exercises— Palmerston United Church 9:00 Drayton Walking-PMD Arena 9:30 SMART Exercises-Drayton Reformed Church 10:00 SMART Exercises-PUC 12:00 pm Drayton Dining— Navigating Homecare in Mapleton
16 9:00 Palmerston Walking 9:00 Harriston Walking-Arena 9:00 SMART Exercise-CUC 9:00 Euchre-Drayton United 9:30 SMART Exercises-DRC 10:00 Palmerton— CNRA 10:00 Line Dancing— Harriston Arena	17 9:00 SMART Exercise-PUC 9:00 Drayton Walking-PMD Arena 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 SMART exercises-PUC 10:30 Golden Hearts Luncheon-MFPC 3:15 SMART exercises-VON Mount Forest—392 Main Street N 11:00 Exercises-Harriston Knox	18 9:00 Harriston Walking-Arena 9:00 Palmerston Walking-Arena 9:00 Coffee Hour— Moorefield United 9:30 SMART Exercises-DRC 1:00 Games— Mount Forest Complex 2:00 Art Workshop With Donna Hirtle—Palmerton Library all welcome	19 9:00 Palmerston Walking-Arena 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 Coffee Morning-Clifford Hall 10:00 Palmerston Light Exercise with Fran Dawson— CNRA Building 11:00 Exercises-Harriston Knox 2:00 Cards & Games at CNRA Building Palmerston \$2	20 9:00 Palmerston Walking 9:00 Harriston Walking-Arena 9:00 SMART Exercises-PUC 9:30 SMART Exercises-DRC 9:00 Drayton Walking-PMD 10:00 SMART Exercises— PUC 7:30 Euchre @ Drayton Legion \$5 12:00 Clifford Dining— Ask the Pharmacist
23 9:00 Palmerston Walking 9:00 Harriston Walking-Arena 9:00 SMART Exercise-CUC 9:00 Euchre-DUC 9:30 SMART Exercises-DRC 10:00 Line Dancing— Harriston Arena 10:00 Palmerston Exercise CNRA	24 9:00 SMART Exercise-PUC 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 SMART Exercises-PUC 10:30 Friendship Circle-MFPC 3:15 SMART exercises-VON Mount Forest—392 Main Street N 11:00 Exercises-Harriston Knox	25 9:00 Harriston Walking-Arena 9:00 Palmerston Walking-Arena 9:00 Coffee Hour— Moorefield United 9:30 SMART Exercises-DRC 1:00 Games— Mount Forest Complex 10:00 Friendship Circle-PUC 12:00 Harriston Dining— Keep your spirits high as the temperature plums	26 9:00 Palmerston Walking 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 Palmerston Light Exercise with Fran Dawson— CNRA Building 11:00 Exercises-Harriston Knox 12:00 Arthur Dining— Beyond the Challenges	27 9:00 Palmerston Walking-Arena 9:00 Harriston Walking-Arena 9:00 SMART Exercises—Palmerston United Church 9:00 Drayton Walking-PMD Arena 9:30 SMART Exercises— Drayton Reformed Church 10:00 SMART Exercises— Palmerston
30 9:00 Palmerston Walking 9:00 Harriston Walking-Arena 9:00 SMART Exercise-CUC 9:00 Euchre-DUC 9:30 SMART Exercises-DRC 10:00 Line Dancing— Harriston Arena 10:00 Palmerston Exercise CNRA With Fran Dawson	31 9:00 SMART Exercise-PUC 9:00 Drayton Walking-PMD 9:00 Arthur Exercise-ASH 9:30 Walking Group— Arthur Arena 10:00 SMART Exercises-PUC 10:30 Friendship Circle-MFPC 3:15 SMART exercises-VON Mount Forest—392 Main Street N 11:00 Exercises-Harriston Knox	DRC— Drayton Reformed Church PUC— Palmerston United Church CUC—Clifford United Church MFPC— Mount Forest Pentecostal Church CMHA-Canadian Mental Health Association— 392 Main Street N Mount Forest ASH— Arthur Seniors Hall	<div>    </div>	

Happy New Year; It is hard to believe that 2016 has come and gone! We look back on it fondly, we had many fantastic speakers at our dining programs, as well as the addition of Donna Gingrich to provide those lovely meals we have been enjoying now for almost one full year! Our Good Food Box program ran smoothly with our wonderful group of volunteers and our coffee groups and art workshops continued to be well received. If you are receiving this newsletter, we are asking that you provide us with feedback about programs that you would like to see in your community. If it is at all possible we would like to facilitate them. In 2016 we had our largest dining program ever and started cards in Palmerston at the suggestion of guests at our programs. Please don't hesitate to get in touch. Also, if you could help spread the word to your friends about activities that you attend and enjoy we would really appreciate it. A huge thank you to everyone that contributed to another successful year.

Caregiver Support Group Tuesday January 3rd from 10:00- 11:30am Via Telemedicine at Mount Forest Family Health Team and Minto Mapleton and the Minto Rural Health Centre. This support group is for family and friends of people living with Alzheimer's and other dementias. Build a strong connection with people who are going through a similar experience and enhance your understanding of the diseases. If you are interested in attending this support group call 519.836.7672 Ext 2015

Caution Winter Weather Ahead! In an effort to keep everyone safe through the winter season and avoid those "white knuckle" car rides, our programs will not run if the school buses in North Wellington have been cancelled. Please check your local radio station, call Norwell District High School at 519.343.3107 and push 600 to hear the status of school buses in North Wellington, or if you're online visit www.stwdsts.ca. This cancellation policy will apply to all programs scheduled for that day.

Walking Groups; what a perfect way to achieve your New Year's Resolution to stay active and healthy this winter. Please check the calendar for the times and locations of a walking group in your community. Winter, has made its presence known in North Wellington, navigating those sidewalks can be treacherous and why bother when the community arenas are warm, safe and dry! We know that exercise is good for our joints and our mental health. As Sandy Turner would say "motion is lotion" for our joints, don't allow Mother Nature to make your joints sore just because of the weather. The only requirement to participate is that you have a clean pair of walking shoes and a desire to improve your fitness level. Start the year off by making exercise a priority, you will be glad that you did.

Euchre; 1st Monday of the month 7:30p.m. Palmerston Legion \$5 –light lunch provided, please bring your own partner. Every other Monday during the month Euchre starts at 7:00pm and is \$2

Living with Loss: Wednesday Jan 4th 7-9p.m Birmingham Retirement Community, Mount Forest. This free peer-support group is for adults grieving the death of a loved one, meetings will be held on the first Wednesday evening of each month. Come and connect with other people who are grieving, have an opportunity to share your thoughts and feelings and hear new perspectives and coping strategies. Registration is suggested but not required. For more information please call 519.603.0196. This program is offered by Bereaved Families of Ontario.

***Returning- Line Dancing Monday January 9th 10-11 a.m. Harriston Arena-** Please join Barb and Mary Lou as they teach fun and easy line dancing routines that are sure to provide you with your daily exercise. Coordination is not required; just a desire to try something new. Cost \$3 per class. Please call 519.638.1000 if you require more information. A great way to keep your New Year's Resolution to become more active!

Art Workshop Wednesday January 18th 2 p.m. Palmerston Library- Donna Hirtle will bring out your artistic flair. Make something beautiful out of your "Resolution Rants" plus a Valentine! The cost is \$5 please call to register 519.638.1000

Cards and Games Afternoon Thursday January 19th-2 p.m. CRNA building Palmerston, cost is \$2 per person everyone is welcome! This group is for fun and allows for beginners to learn to play the game as well as seasoned card players who take cards too seriously.

Euchre; Friday January 20th 16th 7:30 p.m. Drayton Legion \$5- everyone is welcome!

Friendship Circle; each Tuesday 10:30-11:30 a.m. Mount Forest Pentecostal Church; This coffee group takes place each Tuesday morning in Mount Forest at 259 Fergus Street South. A great venue to learn about other community events and health programs available in Mount Forest and surrounding area. On the 3rd Tuesday is the Golden Hearts Luncheon, with speaker and delicious hot lunch. Good will offering is appreciated.

CONGREGATE DINING PROGRAMS 12:00pm – 2:00pm

People of all faiths welcome! Presentations are free and begin at 12:30pm; if you would like to stay for lunch the cost is \$10

Palmerston United Church Wednesday Jan 11th "Sharing Short Stories"-Minto and surrounding area is lucky to have a bevy of talented writers, join us for this presentation where local authors will share their favourite short stories.

Drayton Reformed Church Friday Jan 13th- Navigating Homecare in Mapleton- Right at Home Canada will join us to discuss the changing face of home care in Ontario, the Health Ministers "Patients First Strategy" and will answer how to navigate the current health care system.

Clifford United Church Friday Jan 20th- "Ask the Pharmacist" join Robin Brown Minto-Mapleton FHT pharmacist as he updates us about vaccinations, best practices to keep yourself healthy as you age and answers your medication questions.

Harriston Legion Wednesday Jan 25th –" Keep Your Spirits High as the Temperatures Plummet"- join a social worker from the Minto-Mapleton FHT as she shares tools and tips to starve off the winter blues and when you should seek additional help.

Arthur United Church- "Beyond the Challenges"- Join Glynis and Mark as they discuss their collaboration on a children's book called Hopeful Homer. Mark will share his inspiring story of how he began to speak first through his illustrations and then developed his language skills. Glynis will have a selection of her books available for purchase

Do you need information about the services available to support you in your home? Please call us at 519.638.1000, Toll Free 1-866.446.4546 – we'd be happy to help!

***please note that starting January 2017 Drayton Dining will be held on the 2nd Friday of each month**



JANUARY 2017

CLIFFORD RECREATION ASSOCIATION (CRA) NEWSLETTER

UPCOMING EVENTS...

JAN. 17: CRA NEWSLETTER DEADLINE

FEB. 03: PA DAY FREE SKATING, 12:30-2 pm

Visit town.minto.on.ca website and click on the Clifford Arena & Community Hall for up to date online booking and scheduling.

PUBLIC SKATING AND OTHER WEEKLY PROGRAMS — SEE ADS ON THIS PAGE

FREE ADULT SKATING

Wednesdays 7:00 to 8:30 p.m.

FREE! Jan. 24 to Feb. 1 sponsors are Clifford Rotary Club, Clifford Recreation Assoc. (CRA), Town of Minto, Heritage Builders and Binkley Plumbing

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CLIFFORD HOLIDAY SHINNY!

10 am to 12 noon

DECEMBER 26-30 & JANUARY 2-6

Full equipment required. (sponsored by Blessings to You Centre Thrift & Gift Store)

Clifford-Run OMHA/MMH Hockey Tournaments

January 21 — PeeWee LL

February 9-12 — annual Cricket Tournament

There is NO ADMISSION FEE for these tournaments. Come out and support some local young hockey talent!

Deadline for FEBRUARY 2017 CRA Newsletter is Tuesday, January 17, randy@ruetz.ca
Please include event name, date, time and contact information.



From Your Clifford Rec Assoc.

PUBLIC SKATING is FREE!

Thursday, Dec. 29, 12:30-2:00 pm

(sponsored by Wightman Telecom)

Friday, Dec. 30, 12:30-2:00 pm

(sponsored by Wightman Telecom)

Monday, Jan. 02, 12:30-2:00 pm

(sponsored by Clifford Firefighters)

Tuesday, Jan. 03, 12:30-2:00 pm

(sponsored by Clifford Firefighters)

Wednesday, Jan. 04, 12:30-2:00 pm

(sponsored by Clifford Firefighters)

Thursday, Jan. 05, 12:30-2:00 pm

(sponsored by Clifford Firefighters)

Friday, Jan. 06, 12:30-2:00 pm

(sponsored by Clifford Firefighters)

Sunday, Jan. 08, 2:00-3:30 pm

(sponsored by Hummel Concrete)

Sunday, Jan. 15, 2:00-3:30 pm

(sponsored by Clifford Rotary Club)

Sunday, Jan. 22, 2:00-3:30 pm

(sponsored by Larry Epworth & Sons)

Sunday, Jan. 29, 2:00-3:30 pm

(sponsored by Rob Carere Flooring)

Sunday, Feb. 05, 6:30-8:00 pm

(sponsored by Clifford Firefighters)

Please note that session times occasionally need to be adjusted. Advance notice will be given on Town of Minto FaceBook page in these instances.

Come join us in Clifford!

PARENTS, TOTS'n'SENIORS SKATE



Fridays
1:00 to 3:00 p.m.

Sponsored by The Clifford Firefighters Assoc.

Town of Minto & Minto Fire Dept. FIRE & ICE Family New Year's Event

Palmerston Arena 5-8 pm

Admission by Donation.

Visit town.minto.on.ca website for more info on all the great family-friendly activities taking place!

Sharing Our Faith Quilting

Wednesday, January 11

Lutheran Church, 10 am to 4 pm

Or any time during the day.

For more info contact Agnes Norris, pres.,
338-3927 or Sharon Kaufman 327-8961.

Everyone welcome!

Next HOMECOMING meeting
Saturday, January 14, 9:00 am
Knox United Church Basement

Final countdown - volunteers welcome!



CLIFFORD HOMECOMING COOKBOOKS

Only \$15.00 each.

You may purchase from Carolyn at
W.C. Smith Wholesale weekdays 8 am to 5 pm.



DANCING THRU THE DECADES

December 31, 2016

CLIFFORD

(Age of Majority only.)

www.clifford2017.ca



* Hot Ham Lunch (10:30 pm)

* Party Favours

* Silent Auction

* Toonie Toss

\$30 per person

Contact Cheryl Tobin for tickets at tobin84@hotmail.com
or any Homecoming Volunteer

KIDS!

CLIFFORD COMMUNITY KIDS CLUB:

Thursdays 6:45-8:00 pm

Clifford Community Centre

KID'S WORSHIP EVENT:

Feb. 18, 10 am—1 pm

Knox United Church

Join us at the... CLIFFORD LIBRARY!

EVENING BOOK CLUB (adult), 2nd Thursday of each month 6:45-8:00 pm. Jan. 12, discussing "Atonement" by Ian McEwan. All welcome.

BABY TIME (0-12mos) pre-register Jan. 10, Tues, 2:30-3:00 pm

STORY TIME (all ages), Jan. 4, 11, 18 & 25, Wed., 2:00-3:00 pm

BEDTIME STORIES (all ages) Jan. 11 & 18, Wed., 6:30-7 pm

TECHNOLOGY OPEN HOUSE (all ages) Jan. 3-7, during branch hours.

SCRABBLE CLUB (adult), Jan. 20, Fri., 1:00-3:00 pm

TWEEN CLUB (all ages) Jan. 4 & 25, Wed., 6:45-7:30 pm

STUFFIE SLEEPOVER (all ages) Jan. 27, Fri. 2:00-3:00 pm

HAPPY BIRTHDAY CANADA! OPEN HOUSE (all ages) Jan. 28, Sat., cake and refreshments during branch hours.

VALENTINES FOR VETS (all ages) all month during branch hours.

e-READER WORKSHOP (all ages) Jan. 17, Tues., 2:00-3:00 pm

For more information about Wellington County Library programmes, please call the Clifford Branch (519) 327-8328 or visit www.wellington.ca/library

CLIFFORD ROTARY BONSPIEL

— February 04, 2017 —

Two games per team

(Two Draws: 8:30 am and 10:30 am)

CLIFFORD ARENA

**STEAK DINNER!
MEAT PRIZES FOR EVERYONE!**



Please RSVP to Leonard Underwood
519 327 8850 or leonardsgeneral@wightman.ca

For info on annual **Canadian Food Grains Bonspiel** in Clifford, contact Lorne Underwood **519 327 8573**.



EC KING CONTRACTING
A DIVISION OF MILLER PAVING LTD.
2125 20th Avenue East P.O. Box 457
Owen Sound, Ontario N4K 5P7
☎ (519)376-6140 📠 (519)371-2783

To: Chris Harrow: The Minto Fire Department

From: Devin Gordon

Date: January 3, 2017

Re: December 25th Concrete Plant Fire

Hi Chris,

While we were enjoying our Christmas, everybody at EC King Concrete had forgotten about work. We didn't expect to get a call that worn wiring at our Mount Forest facility had instigated a fire. Fortunately for us, the Minto Fire Department's response was quick and effective.

Crews onsite during the fire operated professionally. We were impressed with how quickly a safe worksite was created, and the quality of onsite communication. Engaging our employees during the fire gave us great confidence in the support we received.

We appreciate your help, especially during Christmas when family gatherings and traditions are emphasized. We are thankful to have a workplace to return to.

Thanks again,

Devin Gordon, P.Eng.
General Manager | EC King Concrete

JAMESWAY BOARD MEETING
October 13th, 2016 9 a.m.

Attendance: Randy Ruetz, Larry Grummett, Jean Anderson, Dianne Lawless, Marion Wylie, Karen Dowler

MINUTES from August 11th, 2016. Motioned by JeanAnderson that we accept, seconded by Larry Grummett. Carried

EXISTING BUSINESS:

Apt 102 has been rented to Dale Litt effective October 1st. Approval was received from the County to rent as market as it was previously RGI unit.

GENERATOR:

We did not receive any funding through the SHIP program in the 1st round but have been put on their secondary funding list.

NEW BUSINESS:

Dorothy Domm (Apt 119) passed away September 29th. A donation of \$25 was made to Alsfeldt United Church.

Apt 119 is now vacant and there is no one the RGI list so Karen will ask for approval from the County to rent as Market. This will put the building at 5 RGI and 17 Market. Our mandate is 11 and 11.

Capital Plan was reviewed. Approved by Larry Grummett and seconded by Jean Anderson. All in favour. Carried

Operating Budget was reviewed. Approved by Dianne Lawless and seconded by Larry Grummett. All in favour. Carried

As Dorothy was our tenant custodian we needed someone to replace her. Alice Smith has been her backup for a while now. Motion made by Larry Grummett and seconded by Dianne Lawless that we appoint Alice Smith as the new tenant custodian and Gerald Hattle as her backup. All in favour. Carried

Karen received 2 quotes for snow removal, the 1st from Larry Litt \$53 hr and the 2nd from Ash Jay for \$35 a time. Larry Grummett made a motion that we use Larry Litt for our snow removal for the 2016-17 season. Seconded by Jean Anderson. All in Favour. Carried

We discussed the Board and Staff's Christmas supper. A motion was made by Dianne Lawless, seconded by Jean Anderson to have it at Gramma Jo's at a cost of \$17.00 per person. It will be held December 15th. Social hour at 6 o'clock, supper at 6:30. Spouses to be invited. Karen will invite Myrtle, Brian, Alice and Gerald. All in favour. Carried

The Board reviewed the new Workplace Violence and Harassment Policy. Motion made by Randy Ruetz to accept, seconded by Larry Grummett. All in favour. Carried

Quote has been received from Miller Insurance for our insurance renewal due November 1st. As we are required to get our insurance through the HSC program Karen is still waiting for a quote from Marsh. Since our insurance is due November 1st Larry Grummett made a motion, seconded by Dianne Lawless that if we have not received a quote from Marsh by October 26th Karen was to proceed to use Miller's for our insurance, or if a quote has been received from Marsh and Miller is cheaper we will renew with Miller. All in favour. Carried

When Dorothy Domm passed away there were 3 tenants in the building that went door to door asking for money for flowers. There were a few complaints from other tenants about this so after much discussion as to whether this was solicitation or not it was decided that this would not be allowed. They could instead put a jar out and a note on the bulletin board if people wished to donate. After the collecting was done they also put a letter under everyone's door thanking them for making the donation. I had a complaint from a tenant in here that didn't make a donation that it was just done to make the ones who didn't donate feel bad. It was decided Karen would advise tenants that there would not be any knocking on doors for money and any letter placed under tenant's doors needs office approval first.

Reviewed Profit and Loss

ACCOUNTS PAYABLE: September \$28,573.20
October \$ 15,878.32

Motion to accept by Jean Anderson, seconded by Dianne Lawless. Carried

Next meeting: Dec 15th at 9 am.

Turkey Christmas supper at Gramma Jo's Dec 15th, social 6 pm, supper 6:30 pm.
Spouses to be invited and Karen to invite Myrtle, Brian, Alice and Gerald.

Meeting adjourned by Larry Grummett

President

Secretary

Board of Directors Meeting #10/16

November 16, 2016

DIRECTORS PRESENT: Art Versteeg, Deb Shewfelt, Alison Lobb, Alvin McLellan, Wilf Gamble, Roger Watt, Matt Duncan, Paul Gowing, Bob Burtenshaw, David Turton

ABSENT: Jim Campbell

STAFF PRESENT: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Stewart Lockie, Conservation Areas Coordinator
Jason Moir, Falls Reserve Conservation Area Superintendent

1. Call to Order

Chair Art Versteeg called the meeting to order at 7:00 pm and reviewed the objectives for the meeting.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Board of Directors meeting #9/16 and Board Hearing #2/16 both held on October 19, 2016 have been circulated to the Directors for their information and approval. The Directors agreed with the minutes and the following motions were made.

Motion FA #82/16

Moved by: Alison Lobb

Seconded by: David Turton

THAT the minutes from the Board of Directors meeting #9/16 held on October 19, 2016 be approved.

(carried)



Motion FA #83/16

Moved by: Deb Shewfelt

Seconded by: Roger Watt

THAT the minutes from the Board Hearing #2/16 held on October 19, 2016 be approved.

(carried)

4. Business Out of the Minutes

a) Municipal Reporting: **Report #55/16** (attached)

At the Board meeting held on October 19, 2016 the following motion was passed following discussion from the Directors regarding MVCA providing a monthly report to member Municipalities.

“THAT staff bring a report on the approach used by ABCA to the November 16, 2016 Board meeting.

Phil Beard, General Manager/Secretary-Treasurer presented report #55/16 to obtain further direction from the Board.

Following discussion the Board decided that it would be better to provide member municipalities with a one page report on the authority's activities in June to coincide with the update that is provided to the Board and to provide a yearend summary in January to coincide with staff's yearend report to the Board.

The following motion was made.

Motion FA #84/16

Moved by: Deb Shewfelt

Seconded by: Bob Burtenshaw

THAT staff prepare a one-page activity report as outlined in option 1 of Report #55/16 summarizing Maitland Valley Conservation Authority activities to provide to Member Municipalities in June and a year end report.

(carried)

5. Business Requiring Direction

a) 2017 Draft Outline of Authority Funded Projects: **Report #56/16** (attached)

This report was presented by the General Manager/ Secretary Treasurer to obtain direction from the Board on the Authority funded projects that should be included in the 2017 draft budget.

The Directors reviewed the projects for each service area and agreed that all of the projects outlined in Report #56/16 are consistent with MVCA's workplan and should be included in the 2017 draft budget.

Therefore the following motion was made.

Motion FA #85/16

Moved by: Alison Lobb

Seconded by: Matt Duncan

THAT the authority funded projects outlined in Report #56/16 be included in the 2017 draft budget.

(carried)

b) MVCA Fee Changes/Directors Per Diems/Draft Levy: **Report #57/16** (attached)

The General Manager/Secretary Treasurer presented this report to obtain direction from the Board on changes to MVCA's fees for 2017. The Director's concurred with the proposed fee changes, but thought that Director's per diems, honorariums and mileage rates should remain unchanged for 2017. The Board also reviewed the options for changes to the levy and decided to limit the levy increase to \$58,000. The following motions were made.

Motion FA #86/16

Moved by: Deb Shewfelt

Seconded by: Alvin McLellan

THAT the per diem, mileage and honorarium rates remain unchanged for 2017; **AND THAT** the fee changes presented in the master fee schedule be approved for 2017.

(carried)

Motion FA #87/16

Moved by: Alison Lobb

Seconded by: Roger Watt

THAT a levy increase of \$58,000.00 be incorporated in the draft budget for 2017.

(carried)

c) Five Year Review of Salary and Benefits: **Report #58/16** (attached)

Following a wage and benefit review in 2012, the Board agreed to review and update the wage and benefits program in 2017. The Board discussed options for undertaking this review and decided to undertake the review using internal resources. The following motion was made.

Motion FA #88/16

Moved by: Deb Shewfelt

Seconded by: Alison Lobb

THAT the GM/ST and Admin/Finance Coordinator undertake the salary and benefits review as outlined in Option 1 in Report #58/16 and review the findings with the Board of Directors in 2017 for direction.

(carried)

d) Carbon Footprint Initiative: **Report #59/16** (attached)

The Board passed this motion at the May 18, 2016 Board meeting.

“THAT the framework for the Carbon Footprint Initiative be approved as outlined in Report #34/16 and that the leadership team be advised that membership should include the requirement for a carbon footprint strategy to be developed and annual progress reports to be submitted in order for membership to be valid.”

The CFI Leadership Team has agreed to the requirements recommended by the Board. The CFI passed the following motion at their meeting on October 13, 2016

“That the CFI Leadership Team commits to requiring all members to develop a carbon footprint strategy and commit to providing the Leadership Team with an annual progress report before being allowed to use the CFI logo and name.”

The Board recommended that the theme of the 2017 Annual Meeting should be Reducing our Carbon Footprint. They recommended that Chet Calhoun, Productivity Coordinator for the Wingham Parent Seed Plant, operated by Pioneer be invited to present their carbon footprint strategy at the Annual Meeting in February along with Kriss Snell, CAO for the Municipality of North Perth.

This motion followed.

Motion FA #89/16

Moved by: Alison Lobb

Seconded by: David Turton

THAT MVCA agrees to update its Carbon Footprint Strategy annually and to submit it to the Board for adoption at the March Board meeting **AND THAT** a year-end progress report be presented to the Board at the December Board meeting.

(carried)

e) Proposed Changes to the Personnel Manual: **Report #60/16** (attached)

Danielle Livingston, Administrative/Financial Services Coordinator and Chair of the 2017 Personnel Committee presented the proposed changes to MVCA's personnel policies/procedures manual as outlined in Report #60/16.

The Directors agreed with the proposed changes to the personnel policies and made the following motion.

Motion FA #90/16

Moved by: Deb Shewfelt

Seconded by: Paul Gowing

THAT the Board approve the amendments to MVCA's Personnel Manual as recommended by the Personnel Committee outlined in Report #60/16.

(carried)

f) Office Hours over Christmas/New Year's: **Report #61/16** (attached)

This report was presented by the General Manager/Secretary Treasurer to the Directors to obtain approval of the proposed office hours over the Christmas season.

Motion FA #91/16

Moved by: Alison Lobb

Seconded by: David Turton

THAT the MVCA office be closed from December 22, 2016 at 4:30 p.m. until Tuesday, January 3, 2017 at 8:30 a.m.

(carried)

6. Reports

a) Chair's Report

Chair Art Versteeg reported that Huron County has approved \$400,000.00 for the HCW project in 2017.

b) Director's Reports

There were no Director's reports.

7. Consent Agenda

The following items were circulated to the Board of Directors for their information.

- a) Revenue/Expenditure Report for October: **Report #62/16** (attached)
- b) Galbraith Optimists Camp for Kids Agreement: **Report #63/16** (attached)
- c) Correspondence: For Directors' Information: Letter from Morris-Turnberry (attached)

Director Alison Lobb declared a conflict of interest with cheque 18618 in the amount of \$387.45 in Report #62/16 and therefore didn't participate in voting on the consent agenda.

The following motion was made.

Motion FA #92/16

Moved by: Matt Duncan

Seconded by: Wilf Gamble

THAT reports #62/16 through #63/16 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

8. In-Camera Session: Legal Matter

Motion FA #93/16

Moved by: Paul Gowing

Seconded by: Bob Burtenshaw

THAT the Board of Directors move in camera for a legal matter.

(carried)

Motion FA #94/16 was made during the in-camera session.

(carried)

9. **Review of Meeting Objectives/Follow-up Actions/Next meeting: December 21, 2016 at the Admin. Centre in Wroxeter**

Chair Art Versteeg reviewed the agenda items discussed.

10. **Adjournment**

The meeting adjourned at 8:15 pm with this motion.

Motion FA #95/16

Moved by: Bob Burtenshaw

Seconded by: Roger Watt

THAT the meeting be adjourned.

carried)

Art Versteeg
Chair

Danielle Livingston
Administrative/Financial
Services Coordinator

April 20, 2016

MAITLAND SOURCE PROTECTION AUTHORITY MEETING #1/16 MINUTES

DIRECTORS PRESENT: Art Versteeg, Deb Shewfelt, Alison Lobb, Alvin McLellan, Matt Duncan, David Turton, Bob Burtenshaw, Roger Watt

ABSENT WITH REGRETS: Jim Campbell, Wilf Gamble, Paul Gowing

STAFF PRESENT: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Financial Services Coordinator
Geoff King, Stewardship Services Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Doug Hocking, Water Quality Specialist
Donna Clarkson, ABCA Source Protection Technician

COMMUNITY ATTENDEES: Paul Nichol, Charlie Hoy, Linda Henhoeffter, Laura Dent

The MSPA meeting was called to order by Chair Art Versteeg at 7:03 pm.

a) Approval of the minutes from the Maitland Source Protection Authority Meeting #2/15 held on May 20, 2015 (attached)

The draft minutes from the Maitland Source Protection Authority Meeting held on May 20, 2015 were circulated to the Directors. This motion followed.

Motion MSPA #1/16

Moved by: Deb Shewfelt

Seconded by: Roger Watt

THAT the minutes from the Maitland Source Protection Authority meeting held on May 20, 2015 be approved.

(carried)



b) Appointment of Directors to the Joint Management Committee: **Report #1/16** (attached)

This report establishes appointments to the Joint Management Committee for 2016/2017. These motions followed.

Motion MSPA #2/16

Moved by: Alison Lobb

Seconded by: Matt Duncan

THAT Art Versteeg and Jim Campbell be appointed to the Joint Management Committee from April 20, 2016 to March 31, 2017.

(carried)

Motion MSPA #3/16

Moved by: Matt Duncan

Seconded by: Alvin McLellan

THAT Alison Lobb be appointed as the alternate to the Joint Management Committee from April 20, 2016 to March 31, 2017.

(carried)

c) Draft Minutes of the Joint Management Committee meeting held on February 4, 2016 (attached)

The draft minutes from the Joint Management Committee meeting held on February 4, 2016 have been circulated. This motion followed.

Motion MSPA #4/16

Moved by: Alison Lobb

Seconded by: Deb Shewfelt

THAT the minutes from the Joint Management Committee meeting held on February 4, 2016 be approved.

(carried)

d) 2016/2017 Work Plan/Budget for the Ausable/Maitland Source Protection Region: **Report #2/16** (attached)

This report from Source Protection Program Supervisor Jenna Allain was presented by Donna Clarkson, Source Protection Technician to outline the 2016-2017 Maitland Source Protection Authority workplan and budget.

The Director's agreed with the report and made the following motion.

Motion MSPA #5/16

Moved by: Deb Shewfelt

Seconded by: Alison Lobb

THAT the Maitland Source Protection Authority work plan and budget report be accepted as presented.

(carried)

e) Approval of Annual Agreement with ABCA re: Drinking Water Source Protection Project.
Report #3/16 (attached)

Phil Beard, General Manager/Secretary-Treasurer presented this report from Source Protection Program Supervisor Jenna Allain to the Board regarding the renewal of the partnership agreement between ABSPA/MSPA. The following motion was made.

Motion MSPA #6/16

Moved by: Alison Lobb

Seconded by: Roger Watt

THAT the agreement between the Maitland Source Protection Authority and the Ausable Bayfield Source Protection Authority be approved for the period starting April 20, 2016 and ending March 31, 2017 as outlined in the report.

(carried)

f) Adjournment

Motion MSPA #7/16


Moved by: Roger Watt

Seconded by: Alvin McLellan

THAT the Maitland Source Protection Authority meeting be adjourned **AND THAT** the Maitland Valley Conservation Authority meeting reconvene.

(carried)

The meeting adjourned at 7:11 pm.


Art Versteeg
Chair


Danielle Livingston
Recording Secretary

LaunchIt Minto
Minutes of December 13, 2016
Page 1 of 2

The LaunchIt Minto Board held a meeting on Tuesday December 13, 2016 at LaunchIt Minto. Board Members present for the meeting were Chair Glen Hall, Mayor George Bridge, Councillor Mary-Lou Colwell, Bernice Weber Passchier, Harold DeVries and Manager of Economic Development Belinda Wick-Graham. Member of staff present included: Business Development Coordinator Somer Gerber. Regrets were received from Hope Reidt, John Mock, Ryan Koeslag and Irmgard Kuersten-Kirkorian

Chair Glen Hall opened the meeting at 4:03 p.m.

The Board reviewed the new lease agreement for 1 Elora St. N Unit #3 & #4 which is up for renewal on February 28, 2017. The terms of the new 2-year lease are as follows: Rent on #4 will remain the same \$750 per month plus utilities, Unit #3 will remain rent free, utilities to be paid unless or until LaunchIt or the Landlord finds a tenant to occupy this space.

RECOMMENDATION:

Moved by: Mayor George Bridge and Seconded by Harold DeVries

THAT: The Council of the Town of Minto signs a new 2-year lease agreement for 1 Elora St. N. Units #3 and #4 to continue operation of LaunchIt Minto.

CARRIED

Gerber presented proposed changes to the Business Flight Program. These changes include: Charging participants, a fee of \$250, upon successful completion of the program 50% of the fee will be reimbursed.

This fee includes:

- Five Month access to Waterloo Wellington Community Futures Development Corporation Online Training Library
- Five Training Courses which will cover; Business Planning, Sales & Marketing, Business Finance and Bookkeeping, Market Research, Work/Life Balance.
- Eight hours of 1 on 1 Mentorship
- Two hours of 1 on 1 Small Business Coaching
- Other LaunchIt benefits such as assistance from our Business Development Coordinator and access to LaunchIt Minto's Boardroom & Meeting Room (subject to availability).

The Board will be obtaining a quote from Creative Worth to design a new, updated brochure that will be distributed via Ad Mail to each business in Minto and surrounding area. This brochure would highlight each element of LaunchIt's services such as: BFP, Board Room/Meeting Room rental, available office space and available training. The goal is to have these brochures ready for distribution mid-January and launch the new BFP in February.

LaunchIt Minto
Minutes of December 13, 2016
Page 2 of 2

Hall suggested the creation of a sponsorship sub-committee to brain storm and implement ideas to obtain new sponsors for LaunchIt. Harold DeVries, Glen Hall and Somer Gerber will sit on this sub-committee and report back to the Board.

The meeting adjourned at 4:50 p.m.

The next LaunchIt Minto meeting will be on Tuesday January 10, 2017 at 4:00pm
LaunchIt Minto.

Somer Gerber, Business Development Coordinator



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
GARY A. COUSINS, M.C.I.P., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

November 29, 2016

Bill White, CAO / Clerk
Town of Minto
5941 Highway 89
Harriston, Ontario N0G 1Z0

Dear Mr. White:

**Re: Isaac Martin – Second Dwelling
Lot 12, Concession 10, 6433 10th Line
Draft Zoning By-law Amendment**

PLANNING OPINION

The main issue to be sorted out is whether Council would prefer a permanent accessory dwelling or a temporary garden suite for 20 years, with subsequent 3 year extensions. In my opinion, Council has the latitude to go in either direction. The intent behind second dwelling units is not for single detached dwellings, but for apartments within a dwelling or within an accessory building or structure. On the other hand, is there anything wrong with a second detached dwelling on a large rural residential lot? There are a few other minor issues – septic suitability, rear yard deficiency, home industry distance to property boundary deficiency. I can prepare a draft zoning by-law once the direction is set by Council.

LOCATION

The property subject to the proposed amendment is located on Part Lot 12, Concession 10 with a municipal address of 6433 10th Line. The property is 1.04 ha (2.58 acres) in size and is shown on the air photo next page. The property contains a residential dwelling as well as a 2,400 sq. ft. bicycle repair shop.

PURPOSE

The purpose and effect is to rezone the subject lands to permit either: a permanent accessory dwelling, or a temporary Garden Suite for a period of up to 20 years. Zoning relief may also be required for: the distance between the primary dwelling and the accessory dwelling, exceeding the maximum lot coverage for accessory buildings, recognizing the bicycle repair shop and other relief where considered appropriate. The parcel is currently zoned agricultural.

BACKGROUND

Isaac and Anna Martin are siblings and reside in the existing dwelling. They wish to have a second dwelling on the property for Anna to reside in. Their preference is to be allowed this second dwelling on a permanent basis. However, if Council does not support this, they wish to be considered for a Garden Suite for a period of 20 years.

The initial proposal was for the new dwelling to be located about 200 feet in front of the existing dwelling. It's my understanding that they wish to revise the location to the southwest corner, behind the existing dwelling.



PROVINCIAL POLICY STATEMENT (PPS)

The PPS generally encourages intensification and a range of housing types. Section 1.4.3 (b)(2) requires planning authorities to permit and facilitate *“all forms of intensification, including second units ...”*

WELLINGTON COUNTY OFFICIAL PLAN

The subject land is designated Prime Agricultural in the Official Plan.

Bill 140 went into effect in 2012 and made changes to the Planning Act, requiring municipalities to make changes to their Official Plan that authorize the use of a second unit in a single detached, semi-detached and rowhouse dwelling, as well as in ancillary buildings and structures. Official Plan Amendment 99 to the County Official Plan accomplished this.

Section 4.4.6.2 of the Plan now includes policies for second units within an ancillary building or structure.

“A second unit will be prohibited from being severed from the property.”

“Local municipalities may enact zoning provisions to address the following:

- a) the second unit is located within the main building cluster on the property;*
- b) the second unit will be clearly secondary to the primary dwelling unit on the property;*
- c) Minimum Distance Separation formula is complied with, where applicable;*
- d) that screening/buffering, where deemed necessary, is provided to minimize visual impacts to adjacent properties and frontages.”*

ZONING BY-LAW

The Martin property is 2.58 acres in size. It was created by severance B137/12 in 2012, as a surplus farm residence.

The property is currently zoned Agricultural (A). In agricultural areas, a second dwelling unit is allowed as a right as long as the farm property is at least 86 acres in size (Section 8.4). The intent is to allow for a farm help dwelling, without requiring a rezoning.

8.4 REGULATIONS FOR ...FOR A SECOND RESIDENTIAL DWELLING

8.4.1 LOT AREA, Minimum 35.0 ha (86.0 ac)

8.4.2 FLOOR AREA, Minimum 74.3 m² (800.0ft²)

8.4.3 LOCATION

*A second residential dwelling shall be located within the **Farm Building Cluster**. The second residential dwelling unit must be detached from the main residential dwelling, shall share a common driveway with the main farm residence, and shall be located within a 61.0 m (200.0 ft) radius of the main farm residence. A second residential dwelling shall be provided with a potable water supply and adequate **private sewage treatment facility**.*

8.4.4 TYPE OF RESIDENTIAL DWELLING

A second residential dwelling unit may be traditionally constructed, pre-fabricated, modular or a mobile home.

PLANNING CONSIDERATIONS

Type of Dwelling Proposed

Question 13 of the rezoning application indicates that the unit is to be a “modular home”, not a mobile home. It is to be 54 ft. long and 28 ft. wide, for a total of 1,512 sq. ft. Council may wish to get more details on the dwelling.

Septic System

It's my understanding that because of the recent change in the accessory dwelling's location, that suitability of soils for a septic system still needs to be reviewed by the Building Official.

Permanent Second Dwelling or a Garden Suite

The main difference is that the Garden Suite is only permitted on a temporary basis for a period up to 20 years. After that the use may be extended for 3 years at a time. Each time a rezoning is required. Ultimately, the garden suite would be removed from the property.

As I noted above, the agricultural zone allows a second dwelling in the form of a mobile home on an 86 acre property right now, without a rezoning.

The issue is whether smaller properties such as the subject land should also be allowed to have a second dwelling on a permanent basis?

I don't think I have a problem with the permanent accessory dwelling. Compared with an urban lot, 2.58 acres is large. The official plan prohibits the second dwelling to ever be severed.

I also understand that the horse and buggy community has difficulty finding suitable accommodation for young adults.

Letter From Darrell and Jane Buehler

The Buehler's live immediately across the road at 6434 10th Line. The proposed new dwelling will be about 1,475 ft. from the Buehler residence. The Buehler's have provided a written submission recommending the accessory dwelling be placed behind the existing dwelling, in order to improve the view from the road. The Martin's have revised the application accordingly.

Yard Setback Compliance

The revised sketch shows the interior side yard setback to be 10 ft. which would comply for a dwelling under the Reduced Lot Regulations (Sections 8.5.2). However, the rear yard setback of 10 ft. would be deficient from the required 24.9 ft. I do not have any concerns with supporting this variance, as there is just a farm field to the rear.

Bicycle Repair Shop

A bicycle repair shop is situated in an 2,400 sq. ft. accessory building on the parcel. While a Home Industry is permitted on a Reduced Lot, not all of the regulations can be met. Section 6.14 (g) requires a home industry to be sited at least 74.8 ft. from a lot line. Given the location away from neighbouring residences, I do not have a problem providing relief to this, as there should be little potential for creating a nuisance.

DRAFT AMENDMENT

I have not attached a draft zoning by-law amendment, as there are a few matters that need to be sorted out.

I trust that these comments will be of assistance to Council in their consideration of this matter.

Sincerely,



Mark Van Patter, RPP, MCIP
Manager of Planning and Environment
markv@wellington.ca
519.837.2600 Ext. 2080

C: Isaac Martin by mail



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
GARY A. COUSINS, M.C.I.P., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

January 4, 2017

Bill White, CAO / Clerk
Town of Minto
5941 Highway 89, Harriston, Ontario N0G 1Z0

Dear Mr. White:

**Re: Isaac Martin – Garden Suite and Bicycle Repair Shop
Draft Zoning By-law Amendment**

I have attached a draft zoning amendment for Council's consideration. I have tried to capture the conclusions reached during the public meeting as well as Mr. Martin's subsequent directions.

The main purpose is to rezone the subject lands to permit a temporary garden suite in the form of either a **mobile home or a modular home**, for a period of up to 20 years. Minor variances for the garden suite are included to:

- Allow the maximum area to be 1,500 sq. ft. instead of 1,000 sq. ft.
- Clarify that the garden suite may be located in front of the main dwelling, provided the setback does not exceed 200 ft.
- Allow the minimum interior side yard to be 5 ft. instead of 9.8 ft.
- Require a vegetative buffer strip in front of and to the sides of the garden suite to screen the view from the road.

The secondary purpose is to recognize the existing home industry and existing hobby farm on the property, pursuant to Minor Variance A2/13 approved by the Minto Committee of Adjustment on October 15, 2013.

Please let me know if you feel any further revisions are required.

Sincerely,

Mark Van Patter, RPP, MCIP
Manager of Planning and Environment
markv@wellington.ca
519.837.2600 Ext. 2080

C: Isaac Martin by mail

THE CORPORATION OF THE TOWN OF MINTO
BY-LAW NUMBER _____.

BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 01-86
FOR THE TOWN OF MINTO

WHEREAS, the Council of the Corporation of the Town of Minto deems it necessary to amend By-law Number 01-86;

NOW THEREFORE the Council of the Corporation of the Town of Minto enacts as follows:

1. THAT Schedule "A" - Map No. 1 of the Town of Minto Zoning By-law 01-86 is amended by revising the zoning, on Part Lot 12, Concession 10 (former Township of Minto), with a civic address of 6433 10th Line, from **Agricultural (A) to Agricultural Exception (A-114)**, as shown on Schedule "A" attached to and forming part of this By-law.
2. THAT Section 36, Exception Zone 3, is amended by the inclusion of the following new exception **36.114**:

A-114

1. *In addition to the other uses permitted for this property, a temporary, dwelling in the form of a garden suite as defined by this By-law is permitted, subject to the following regulations:*
 - i) *Notwithstanding any other section of this by-law, the garden suite may take the form of either a mobile home or a modular home, provided it is of a temporary nature and can be removed from the site;*
 - ii) *Notwithstanding Section 6.12 (e), the maximum floor area shall be 139.35 sq. m. (1,500 sq. ft.);*
 - iii) *Notwithstanding any other section of this by-law, the garden suite may be located in front of the main residential dwelling, provided the setback from the main residential dwelling, wall to wall, does not exceed 60.96 m. (200 ft.);*
 - iv) *Notwithstanding Section 8.5.2.5, pursuant to Section 6.12(I), the minimum interior side yard shall be 1.5 m. (5.0 ft.).*
 - v) *A vegetative planting strip as per the regulations of Section 6.3 of this by-law shall be required, in front of and to the sides of the garden suite, to screen it from the road;*

vi) Other than above, the garden suite shall comply with the regulations of Section 6.12 of this by-law;

vii) Pursuant to Section 39.1(3) of the Planning Act, R.S.O. 1990, c.P.13 as amended, the garden suite is permitted until January 10, 2037.

2. In addition to the other uses permitted for this property, a home industry, in the form of an existing bicycle repair shop is permitted, subject to the following regulations:

- i) Minimum Interior Side Yard 3.04 m. (10 ft.)*
- ii) Minor accessory sales of bicycles shall also be permitted, provided the main use of the home industry is bicycle repairs;*
- iii) Other than above, the home industry shall comply with the regulations of Section 6.14 of this by-law.*

3. In addition to the other uses permitted for this property, a hobby farm is permitted, subject to the following regulations:

- i) Maximum Floor Area 83.76 sq. m. (901.6 sq. ft.)*
- ii) Minimum Interior Side Yard 3.04 m. (10 ft.)*
- iii) Minimum Rear Yard 21.33 m. (70 ft.)*
- iv) Other than above, the hobby barn shall comply with the regulations of Section 8.3 of this by-law.*

3. THAT except as amended by this By-law, the land as shown on the attached Schedule "A" shall be subject to all applicable regulations of the Town of Minto Zoning By-law 01-86, as amended.

4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Sections 34 and 39 of The Planning Act, R.S.O., 1990, as amended

READ A FIRST AND SECOND TIME THIS ____ DAY OF _____, 2017.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2017.

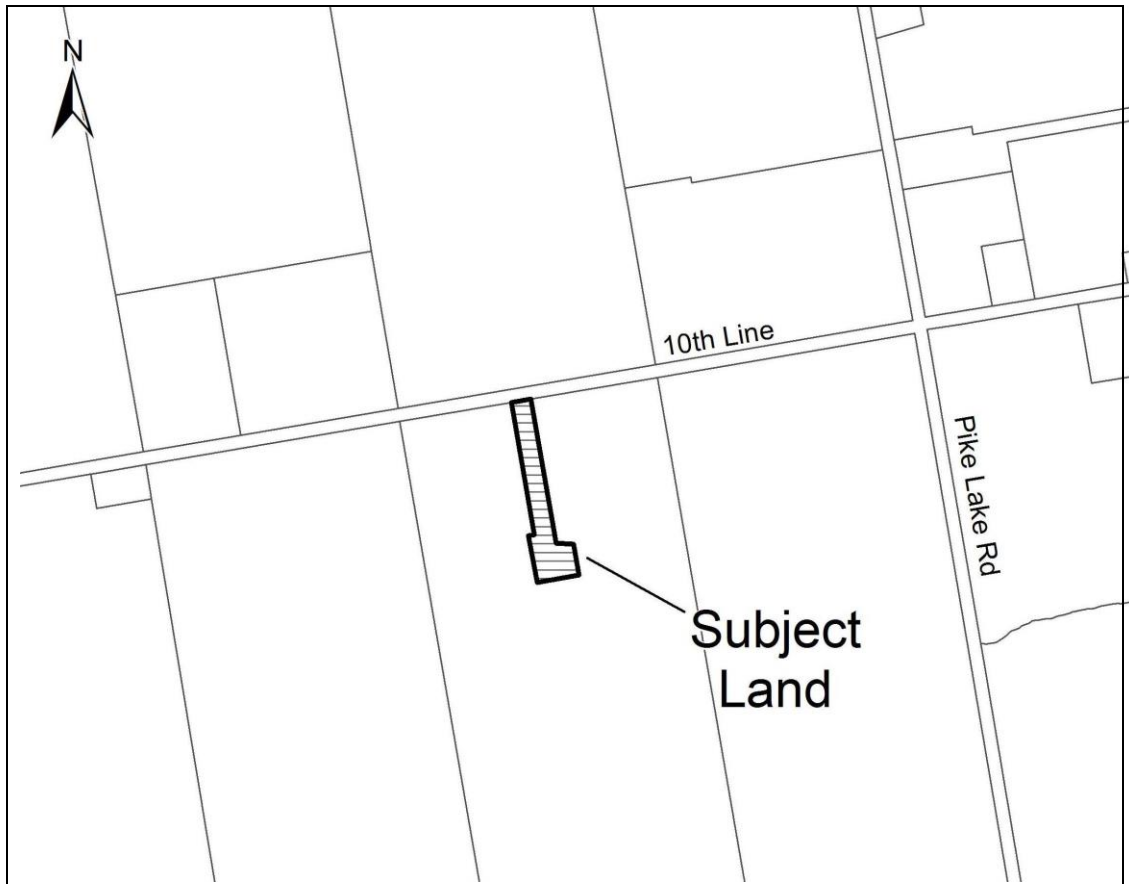
MAYOR

CLERK

THE TOWN OF MINTO

BY-LAW NO _____.

Schedule "A"



Revise the Zoning from Agricultural (A) to Agricultural Exception (A-114)

This is Schedule "A" to By-law _____.

Passed this ____ day of _____ 2017.

MAYOR

CLERK

BY-LAW NUMBER _____.

LOCATION

The property subject to the proposed amendment is located on Part Lot 12, Concession 10 with a municipal address of 6433 10th Line. The property is 1.04 ha (2.58 acres) in size, and contains a residential dwelling as well as a 2,400 sq. ft. bicycle repair shop.

PURPOSE

The main purpose is to rezone the subject lands to permit a temporary garden suite in the form of either, a mobile home or a modular home, for a period of 20 years. Minor variances for the garden suite are included to:

- Allow the maximum area to be 1,500 sq. ft. instead of 1,000 sq. ft.
- Clarify that the garden suite may be located in front of the main dwelling, provided the setback is no greater than 200 ft.
- Allow the minimum interior side yard to be 5 ft. instead of 9.8 ft.
- A vegetative planting strip, in front of and to the sides of the garden suite, to screen it from the road.

The secondary purpose is to recognize the existing home industry and the existing hobby barn, as per relief provided through Minor Variance A2/13, approved by the Minto Committee of Adjustment on October 15, 2013. In addition, it is clarified that minor accessory bicycle sales are permitted.



DATE: January 6, 2017
TO: Mayor Bridge and Members of Council
FROM: Stacey Pennington, Building Inspector
RE: OPA/ZBA – Part Lot 75 Concession B,
6724 Highway 89, West Grey

STRATEGIC PLAN

Support programs that maintain Minto's strong agricultural identity, enhance agricultural work, and protect and restore the natural environment given Minto's location in the heartland of Ontario surrounded by farmland and acknowledging that farming and a healthy natural environment are inextricably linked.

BACKGROUND

The subject lands are located on the North side of Highway 89 west of Wellington Road 6 in the Municipality of West Grey as shown on the map to the right. The proposal is to allow a 557.4 square metre metal fabricating shop with a sandblasting and paint operation servicing farm machinery and road trailers to the local agricultural community. The shop exceeds the allowable size of a commercial/industrial operation as per the Grey County Official Plan. The shop is not permitted in the zoning bylaw so rezoning is needed for the agricultural/commercial use.



COMMENTS

The Town of Minto has approved similar amendments to their zoning by-law to allow both increased size of industrial/commercial operations in an agricultural zone, and/or an alternative use of the proposed land under the permitted uses in our own zoning by-law.

Examples include:

George Weber – Tractor and Farm Equipment Repairs – 9134 Wellington Road 5

The Town of Minto passed a zoning by-law rezoning the lands to Agricultural Commercial permitting the repair business, up to 8000 sf (743.2 sm).

Minto Ag – Farm Equipment Sales and Service – 6470 8th Line

The Town of Minto passed a zoning by-law rezoning the lands to Agricultural Commercial permitting the sales and service business.

In rural commercial operations careful consideration should be given to the nuisances related to outdoor storage of equipment and acoustics to minimize impact on surrounding uses. To ensure compatibility with the neighbouring single family dwellings located in Minto, Staff recommends the following comments:

Consideration is given to the compatibility of the surrounding uses including: the location of outdoor storage of equipment through location, visual screening or buffering; and the acoustical impact on the surrounding uses through buffering or building insulation to minimize the impact on the surrounding dwellings.

RECOMMENDATION

That Council receives the Building Inspectors report on the proposed official plan amendment and rezoning for Marvin Martin, 6724 Highway 89, West Grey and submits the following comments to the Municipality of West Grey:

“That the Town of Minto does not object to the proposed rezoning provided consideration is given to compatibility of surrounding uses including the location of outdoor storage of equipment through location, visual screening or buffering, and the acoustical impact on surrounding uses through buffering or building insulation to minimize impacts nearby dwellings.

ATTACHMENTS

Notice of Public Meeting, Scott Turner, County of Grey Planning Department, and Mark Turner, Municipality of West Grey.

Planners Comments, Mark Van Patter, Manager of Planning and Environment, County of Wellington

Stacey Pennington,
Building Inspector



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
GARY A. COUSINS, M.C.I.P., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

January 5, 2017

Scott Taylor
County of Grey Planning Department
595 9th Avenue East
Owen Sound, Ontario N4K 3E3

Dear Mr. Taylor:

**Re: Marvin Martin – Sandblasting / Painting Farm Machinery
Part Lot 75, Concession B, 6724 Highway 89
Official Plan Amendment # 138**

I have reviewed the application as well as the Planning Report by Kristine Loft.

I note the presence of several nearby residences. I would request that the County of Grey and the Township of West Grey give consideration to compatibility and whether or not sound proofing for the shop is warranted.

Otherwise we have no concerns.

Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink that reads 'Mark Van Patter'.

Mark Van Patter, RPP, MCIP
Manager of Planning and Environment

C: Bill White, Town of Minto
Mark Turner, Township of West Grey
Kristine Loft, Planner

RECEIVED JAN 03 2017



Grey
County

Planning and Development

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-372-219 / 1-800-567-GREY / Fax: 519-376-7970

To: Saugeen Ojibway Nation Environmental Office
Metis of Ontario
Historic Saugeen Metis
Ministry of Municipal Affairs and Housing
Bluewater District School Board
Bruce Grey Catholic District School Board
Hydro One
Union Gas
Westario Power Ltd.
Wightman Telephone Ltd.
Ontario Power Generation
Saugeen Valley Conservation Authority
Municipality of West Grey
County of Wellington
Town of Minto
LOFT Planning Inc.

From: Scott Taylor, Senior Planner

Date: December 23, 2016

Subject: Proposed County Official Plan Amendment 42-05-010-OPA-138
Part of Lot 75, Concession B, 6724 Highway 89
Municipality of West Grey (Geographic Township of Normanby)
Owner: Marvin Martin
Agent: Kristine Loft, LOFT Planning Inc.

Please find the attached Notice of Complete Application for a proposed County of Grey Official Plan Amendment (County file number 42-05-010-OPA-138) and the associated Municipality of West Grey Zoning By-law Amendment (ZA-19-16).

The proposed County Official Plan Amendment would consider an exception to the policies of the 'Rural' designation to allow a 557.4 square metre metal fabricating shop with a paint shop operation. The purpose of the shop will be to provide sandblasting and painting of farm machinery and road trailers to the local agricultural community. The proposed on-farm business would exceed the current allowable size of an operation which is why the Official Plan Amendment is being considered. Other portions of the property are designated as 'Hazard Lands'; however those lands are not proposed to be changed.

Grey County: Colour It Your Way

The proposed Municipal Zoning By-law Amendment would be similar in nature, and serve a similar purpose. The proposed amendment would consider adding exceptions to the Municipality's 'Restricted Rural' designation to permit the proposed metal fabricating shop with a paint shop operation. The existing Restricted Rural 'A2' zone would be amended to a Rural Commercial A2-365, which would include an exception to recognize the proposed use.

Paper copies of the background reports and plans have not been enclosed in this circulation, as all materials are available for viewing and can be downloaded online. Information pertaining to the Official Plan Amendments and Zoning By-law Amendment can be accessed at;

<https://www.grey.ca/planning-development/planning-applications>

If you would prefer a paper copy, or a compact disc of the materials, please contact me and I can have them sent along.

The County and Municipality would ask that you have any comments back to the County and the Municipality by Monday February 6th, 2017 at 4:30 p.m. Please advise County or Municipal staff if this date does not work for you.

If you have any questions with respect to the County Amendment or Municipal Zoning By-law Amendment, please do not hesitate to contact staff at:

County of Grey Contact Information:	Municipality of West Grey Contact Information:
Scott Taylor County of Grey Planning Department 595 9th Avenue East Owen Sound, Ontario, N4K 3E3 Phone: 519-372-0219 ext. 1238 Email: scott.taylor@grey.ca	Mark Turner Municipality of West Grey 402813 Grey Road 4, RR2 Durham, Ontario, N0G 1R0 Phone: 519-369-2200 ext. 229 Email: mturner@westgrey.com

Thank you.



Town of Minto

DATE: January 6, 2017
 TO: Mayor Bridge and Members of Council
 FROM: Stacey Pennington, Building Inspector
 RE: Building Statistics 2016

STRATEGIC PLAN

Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial Policies.

Support a suitable supply, type and variety of housing at a range of prices in Minto including ownership or rental options. Encourage residential infilling in upper floors of commercial buildings and intensification adjacent to downtown areas keeping in mind the character and needs of the community.

BACKGROUND

At the request of council, the following is an extending report of the building permits issued in 2016.

COMMENT

As shown on the attached stats there were 205 building permits issued in 2016. You can see the outline of the type of permits issued. The following will provide a more detailed understanding of the permits issued and the value of such.

2016

Permits Issued for Dwelling Units

Dwelling Unit Type	Quantity	Value
Accessory Dwellings	1	40,000
Single Family Dwellings	26	7,553,000
Semi Detached Dwellings	3	1,100,000
Triplex	2	1,100,000
Fourplex	1	600,000
Sixplex	1	400,000
TOTAL UNITS	49	\$10,793,000

Location of Dwelling Units

Type	Palmerston	Harriston	Clifford	Rural
Accessory Dwelling			1	
Single Family Dwelling	5	5	7	9
Semi Detached Dwelling		2	1	
Triplex	2			
Fourplex	1			
Sixplex	1			
TOTAL UNITS	21	9	10	9

2015**Permits Issued for Dwelling Units**

Dwelling Unit Type	Quantity	Value
Accessory Dwellings	3	240,000
Single Family Dwellings	14	3,833,000
Semi Detached Dwellings	3	1,035,000
Fourplex	3	1,000,000
TOTAL UNITS	33	\$6,048,000

Location of Dwelling Units

Type	Palmerston	Harriston	Clifford	Rural
Accessory Dwelling	1			2
Single Family Dwelling	3	3	5	3
Semi Detached Dwelling	2	1		
Fourplex	2		1	
TOTAL UNITS	16	5	9	5

2014**Permits Issued for Dwelling Units**

Dwelling Unit Type	Quantity	Value
Accessory Dwellings	2	114,000
Single Family Dwellings	20	4,759,000
Semi Detached Dwellings	2	720,000
TOTAL UNITS	26	\$5,593,000

Location of Dwelling Units

Type	Palmerston	Harriston	Clifford	Rural
Accessory Dwelling				2
Single Family Dwelling	4	4	2	10
Semi Detached Dwelling	2			
TOTAL UNITS	8	4	2	12

The following is an outline of large projects. Please note the total numbers to do not reflect all building permits issued and therefore will not total the numbers in the attached report.

Industrial/Commercial Permits: Large Projects (valued over 70,000)

	2016		2015		2014	
	QTY	VALUE	QTY	VALUE	QTY	VALUE
Commercial Addition/Renovation	1	200,000	2	325,000	1	125000
Commercial New Build					4	2150000
Industrial Addition/Renovation	3	870,000			1	2650000
Industrial Accessory			1	150,000		
Industrial New Build					2	450,000
Institutional Addition/Renovation	3	650,000	3	3,740,000	2	350,000

Institutional New Build	1	1,800,000	2	660,000		
Other	1	400,000				
TOTAL	9	\$3,920,000	8	\$4,875,000	12	\$5,725,000

Agricultural Permits: Large Projects (valued over 100,000)

	2016		2015		2014	
	QTY	VALUE	QTY	VALUE	QTY	VALUE
Barns	1	500,000	9	4,710,000		
Barn Additions	1	200,000			2	230,000
Accessory Structures			2	200,000	1	100,000
Manure Storage	2	368,000	1	100,000		
Silos/Bins	1	125,000	6	785,000		
TOTAL	5	\$1,193,000	18	\$5,795,000	3	\$330,000

RECOMMENDATION

THAT the Council receives the Building Assistants Building Statistics 2016 Report dated January 6, 2016 for information.

ATTACHMENTS

December Building Statistics Report



Building Permit Summary - 2016

	2014		2015		2016	
PERMIT TYPE	PERMITS ISSUED	DOLLAR VALUE	PERMITS ISSUED	DOLLAR VALUE	PERMITS ISSUED	DOLLAR VALUE
Single Family Dwelling	22	\$ 4,713,000.00	15	\$ 4,013,000.00	26	\$ 7,553,000.00
Multiple Family Dwelling	2	\$ 720,000.00	7	\$ 2,635,000.00	7	\$ 3,200,000.00
Accessory Dwelling			2	\$ 60,000.00	1	\$ 40,000.00
Residential Additions/Renovations	26	\$ 1,127,000.00	43	\$ 1,459,000.00	34	\$ 2,246,000.00
Residential Accessory Structures	21	\$ 336,000.00	26	\$ 683,000.00	32	\$ 557,000.00
Residential Pool Enclosures/Decks	19	\$ 154,000.00	20	\$ 91,000.00	34	\$ 305,000.00
Commercial Permits	9	\$ 2,343,000.00	10	\$ 390,000.00	3	\$ 605,000.00
Industrial	8	\$ 3,138,000.00	4	\$ 1,500,000.00	6	\$ 950,000.00
Institutional	11	\$ 581,000.00	6	\$ 6,062,000.00	7	\$ 2,476,000.00
Agricultural	24	\$ 1,045,000.00	42	\$ 6,655,000.00	36	\$ 3,193,000.00
Sewage Systems	17	\$ 201,000.00	9	\$ 93,000.00	15	\$ 144,000.00
Demolitions	9	\$ 379,000.00	4	\$ 13,000.00	4	\$ 23,000.00
Total	168	\$ 14,737,000.00	188	\$ 23,654,000.00	205	\$ 21,292,000.00

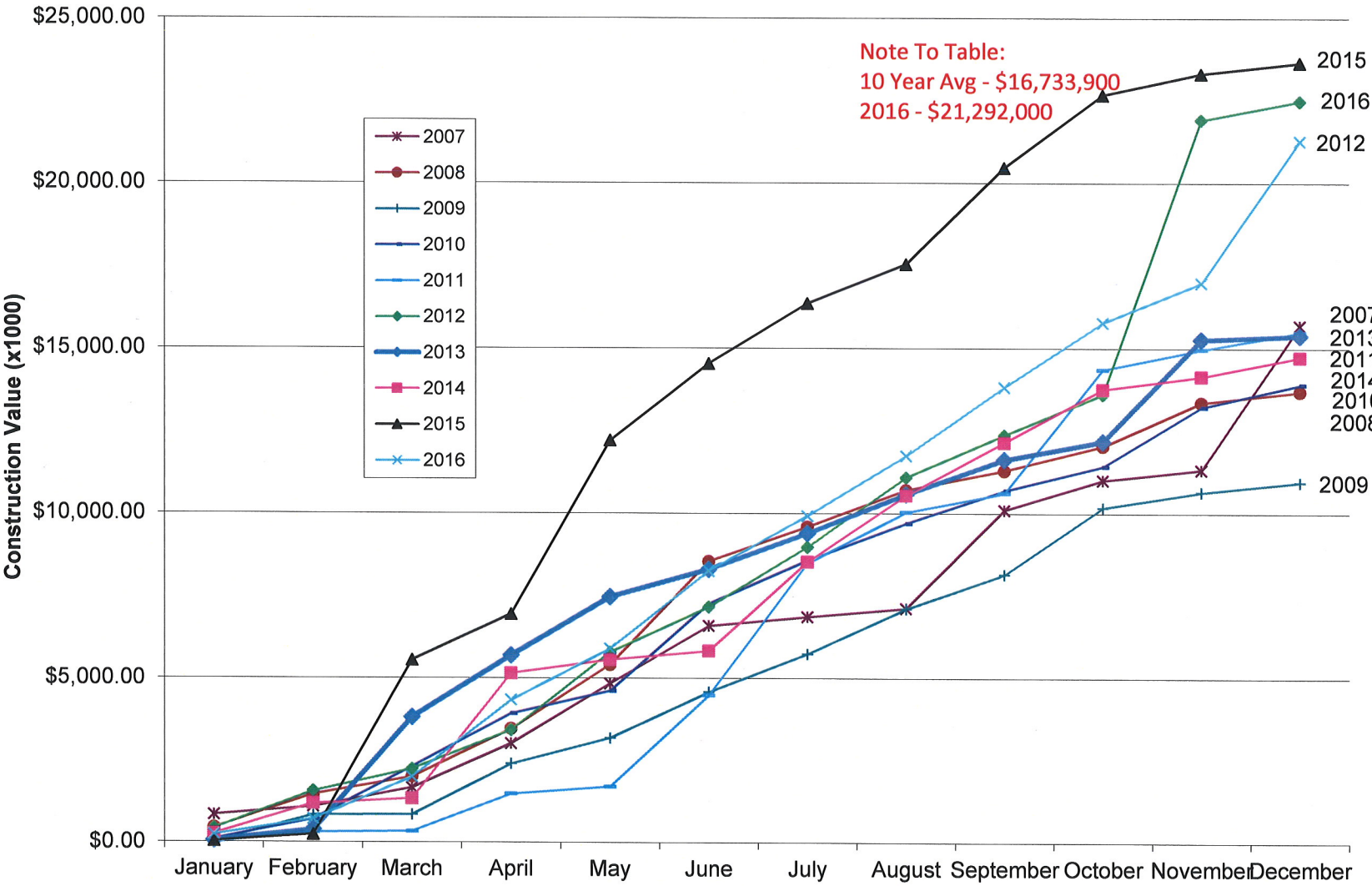


Building Permit Monthly Review

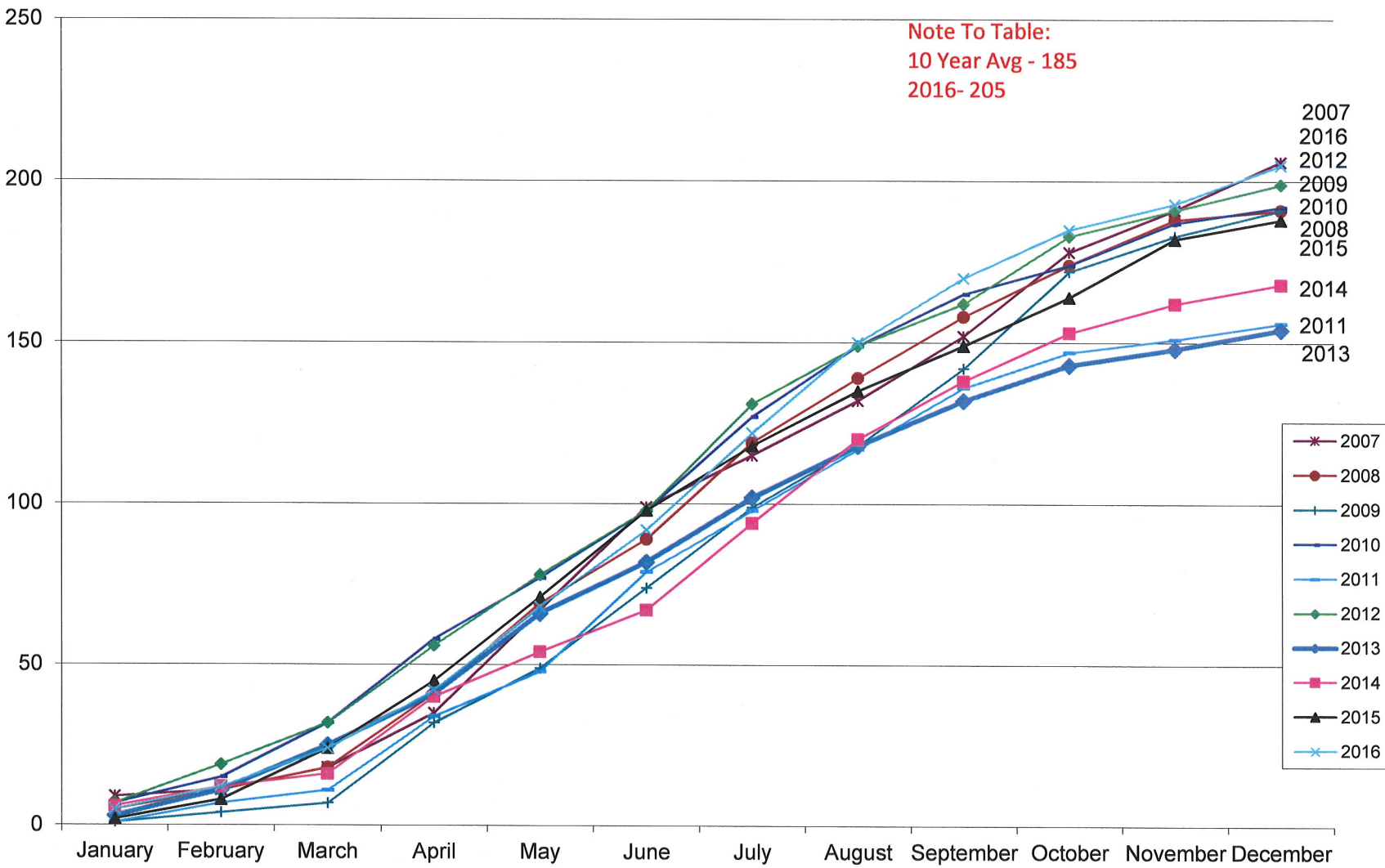
Period Ending - December 31, 2016

	2016		2015	
PERMIT TYPE	PERMITS ISSUED	DOLLAR VALUE	PERMITS ISSUED	DOLLAR VALUE
Single Family Dwelling	1	\$ 399,000.00	0	\$ -
Multiple Family Dwelling	3	\$ 1,650,000.00	0	\$ -
Accessory Dwelling	0	\$ -	0	\$ -
Residential Additions/Renovations	2	\$ 169,000.00	1	\$ 10,000.00
Residential Accessory Structures	0	\$ -	0	\$ -
Residential Pool Enclosures/Decks	0	\$ -	0	\$ -
Commercial Permits	0	\$ -	2	\$ 250,000.00
Industrial	1	\$ 250,000.00	0	\$ -
Institutional	3	\$ 1,811,000.00	0	\$ -
Agricultural	0	\$ -	1	\$ 65,000.00
Sewage Systems	2	\$ 20,000.00	1	\$ 10,000.00
Demolitions	0	\$ -	1	\$ 1,000.00
Monthly Total	12	\$ 4,299,000.00	6	\$ 336,000.00
Total Year to Date	205	\$ 21,292,000.00	188	\$ 23,011,018.00

10 Year Construction Value



10 Year Permit Numbers



**TOWN OF MINTO**

DATE: December 23, 2016
REPORT TO: Mayor and Council
FROM: Gordon Duff, Treasurer
SUBJECT: Approval of Accounts

STRATEGIC PLAN:

Fiscal Responsibility/Financial Strategies - strategies support the goal of being a fiscally responsible municipality.

BACKGROUND

The following is a summary of accounts by Department paid for December 23, 2016:

Administration	\$	88,925.51
People & Property		
Health & Safety		
Health Services		
Building		8,067.20
Economic Development		7,932.63
Incubator		427.88
Tourism		11,444.09
Fire		13,048.14
Drains		
Roads		66,617.66
Cemetery		
Streetlights		1,208.77
Waste Water		64,085.97
Water		11,201.75
Minto in Bloom		131.04
Recreation		3,006.84
Clifford		4,406.03
Harriston		11,902.16
Palmerston		22,189.57
Norgan		2,880.57
		<hr/>
		\$ 317,475.81

COMMENTS:

The above information is provided to provide an update on monthly spending by Department as public information. Council also receives three budget update reports per year outlining the status of budget to actual for the capital plan and operating budgets.

Council receives by email a detailed summary of accounts including personal information about identifiable individuals that is protected under the Municipal Freedom of Information Act. The auditor supports Council approving the accounts in this fashion.

FINANCIAL CONSIDERATIONS:

Council's approval of the accounts increases transparency by disclosing monthly spending by Department.

RECOMMENDATION:

That Council of the Town of Minto receives the Treasurer's report dated December 23, 2016, regarding Approval of Accounts, and approves the Town of Minto accounts by Department for December 2016.

Gordon Duff, Treasurer



TOWN OF MINTO

DATE: December 16, 2016

REPORT TO: Mayor Bridge and Members of Council

FROM: Gordon Duff, Treasurer & Janet Klemp, Tax Collector

SUBJECT: Interim Tax By-Law

STRATEGIC PLAN:

Fiscal responsibility - Establish sustainable financing mechanisms and sources and act in a fiscally responsible manner.

BACKGROUND

According to the Municipal Act Section 317 the Municipality may for any year, before the adoption of the estimates for the year, levy amounts as may be determined on the rateable assessments for local municipal purposes; the amount that may be levied on assessment under Section 317 (1) shall not exceed 50 per cent of the total taxes that were levied on that assessment for all purposes in the previous year; that the local municipality may provide for the payment of taxes in one amount or by installments; that all taxes shall be paid to the Treasurer, except as may be provided under Section 346 (2) where payment may be made by any person into a financial institution to the credit of the Treasurer of the municipality; provides that a local municipality may impose a percentage charge as a penalty for non-payment of taxes on any class or installment thereof not exceeding 1.25 percent on the first day of default, and on the first day of each calendar month thereafter in which default continues interest may be charged not exceed 1.25 percent per month.

COMMENTS:

The Municipal Act allows us to raise money on the interim basis until final budget is set and final taxes are raised. This by-law also sets the percentage and dates when penalty and interest are added to outstanding tax accounts for the year, and sets out the due dates for the interim installments and where and how interim installments may be made.

FINANCIAL CONSIDERATIONS:

The interim levy raised will enable the municipality to pay the County and School Board interim levies and supplier invoices.

RECOMMENDATION:

THAT the Council of the Town of Minto receive the December 16, 2016 report from the Treasurer and Tax Collector regarding the Interim Tax By-law and consider passing By-law 2017-01 in open session.

Gordon Duff
Treasurer

Janet Klemp
Tax Collector



TOWN OF MINTO

DATE: December 21, 2016
REPORT TO: Mayor and Council
FROM: Gordon Duff, Treasurer
SUBJECT: Temporary Borrowing By-Law

STRATEGIC PLAN:

Fiscal responsibility - Establish sustainable financing mechanisms and sources.

BACKGROUND

It is common for municipalities to seek authority to borrow temporarily to cover operating expenses, especially before final tax rates are set. A By-Law for this purpose is normally required by financial institutions in order to renew credit limits on an annual basis.

COMMENTS:

The Town of Minto has passed Temporary Borrowing By-Laws in the past and has been asked for proof of such by our Bank as part of the annual renewal of credit and as part of our banking agreements. Cash flow is frequently tight between tax due dates if large expenditures are due during these time periods. The Town of Minto has not needed to exercise this authority in the past, but it is prudent to have this option if required.

FINANCIAL CONSIDERATIONS:

This By-Law allows the Town to borrow to cover expenditures on a short-term basis.

RECOMMENDATION:

THAT Council of the Town of Minto receives the Treasurer's report dated December 21, 2016, and considers passing By-law 2017-02 in regular Council session.

Gordon Duff
Treasurer



TOWN OF MINTO

DATE: January 6, 2017

REPORT TO: Mayor and Council

FROM: Stacey Pennington, Building Inspector

SUBJECT: Part Lot Control Exemption – Metzger George Street Parts 1, 2, 3, 4 Plan 61R-20866, Harriston

STRATEGIC PLAN

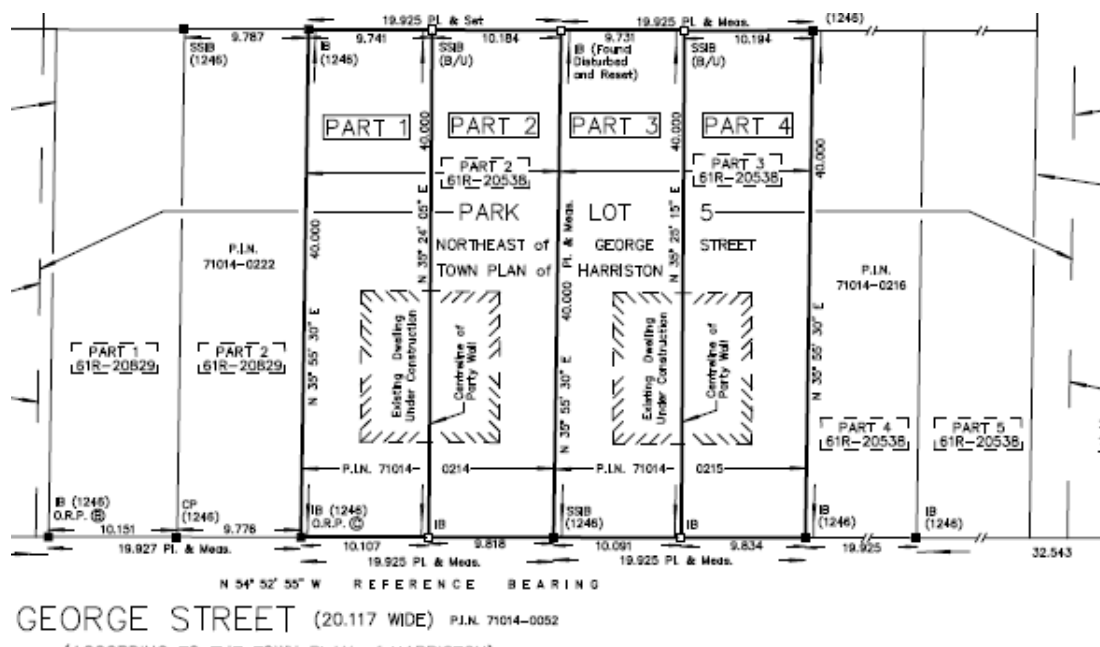
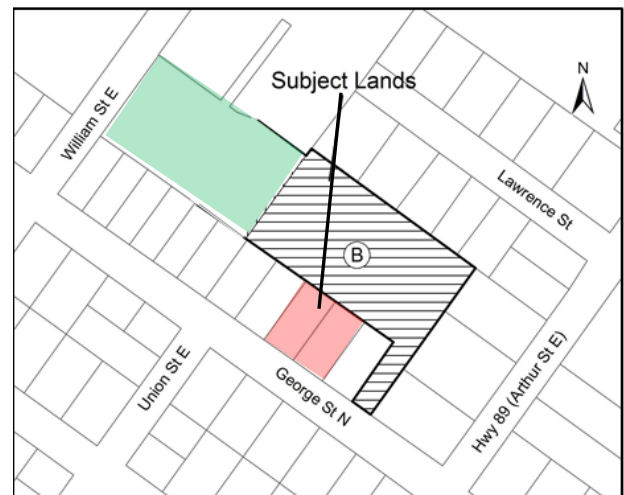
Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial Policies.

9.1 Establish and maintain streamlined planning approval processes that use innovative and cost effective tools to protect Town and public interest and ensure development proceeds quickly and affordably.

BACKGROUND

The subject property consists of two blocks upon which semi-detached homes have been built. The lots are south of the proposed townhouse development recently subject of minutes of settlement. The combined park and stormwater pond to the northwest is also shown.

The semi-detached blocks have about 19.9 metres of frontage on George Street and have 40 metres of depth. The lots are shown in the reference plan of survey shown below. The Official Plan Designation is Residential Area;



current zoning is R2 with a flood fringe overlay. The Conservation Authority would have signed off at the building permit stage. Permits have been issued for the subject property and construction has occurred generally in accordance with approved building setbacks as required in the R2 zone. The lots were serviced during George Street reconstruction in 2015. The developers paid for installation of laterals and pavement restoration at the time of building permit. Final inspection of the two lots is pending; driveways are installed and finished grading can be established when weather permits.

The request is for Council to adopt a by-law to remove part lot control to allow reconfiguration of the lots and legally split the parcel into three separate lots with distinct and separate ownership.

COMMENTS:

The procedure to remove part lot control, under the Planning Act, temporarily sets aside requirements that prohibit sale of part of a lot or block of lands without a consent application. The by-law sets a time period within which the land transfers to create the lots can occur. After the by-law expires, the normal requirements of the Planning Act apply and a severance to transfer land would be needed. This process is common with new construction of semi-detached units or town houses where the building is constructed prior to determining the lot line.

The Town had passed by-law 2016-037 in May 2016 to allow separation of two adjacent semi-detached units. After some discussion whether part lot control would apply on these lots the County did authorize the by-law. If Council approval part lot control being removed for these lots, County approval is again required.

FINANCIAL CONSIDERATIONS:

The applicant has paid the applicable fees for the Part Lot Control Exemption Application.

RECOMMENDATION:

That Council receives C.A.O. Clerk's report dated January 6, 2017 regarding the Part Lot Control Exemption Application Metzger George Street Parts 1, 2, 3, 4 Plan 61R-20866, Harriston and considers passing a bylaw in open session.

Bill White
C.A.O. Clerk

The Corporation of the Town of Minto
By-law No. 2017-01

To provide for an Interim Tax Levy on all assessment within specific tax classes and to provide a penalty and interest rate for taxes in default.

WHEREAS Section 317 (1) of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a local municipality may for any year, before the adoption of the estimates for the year, levy amounts as may be determined on the rateable assessments for local municipal purposes;

AND WHEREAS Section 317 (3) of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that the amount that may be levied on assessment under Section 317 (1) shall not exceed 50 per cent of the total taxes that were levied on that assessment for all purposes in the previous year;

AND WHEREAS Section 342 (1) of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a local municipality may provide for the payment of taxes in one amount or by installments;

AND WHEREAS Section 346 (1) of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that all taxes shall be paid to the Treasurer, except as may be provided under Section 346 (2) where payment may be made by any person into a financial institution to the credit of the Treasurer of the municipality;

AND WHEREAS Section 345 of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a local municipality may impose a percentage charge as a penalty for non-payment of taxes on any class or installment thereof not exceeding 1.25 percent on the first day of default, and on the first day of each calendar month thereafter in which default continues interest may be charged not exceeding 1.25 percent per month;

AND WHEREAS Section 347 (1-3) of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for the allocation of payment received on account of taxes;

NOW THEREFORE the Council of the Corporation of the Town of Minto hereby enacts as follows:

- 1. **THAT** the said interim tax levy shall become due and payable in two installments as follows:
- 2. **THAT** for the year 2017 the following interim tax amounts shall be levied, raised and collected on all real property taxable within the residential, farmland, pipeline, managed forest, commercial, industrial, large industrial and multi-residential classes, and liable to pay the same according to the last revised assessment roll:

<u>CLASS</u>		<u>TOTAL TAX AMOUNT</u>
a. Residential/Farm	Taxable	50 % of 2016 billed
b. Farmlands	Taxable	50 % of 2016 billed
c. Pipeline	Taxable	50 % of 2016 billed
d. Managed Forest	Taxable	50 % of 2016 billed
e. Commercial	Taxable	50 % of 2016 billed
f. Industrial	Taxable	50 % of 2016 billed
g. Large Industrial	Taxable	50 % of 2016 billed
h. Multi-Residential	Taxable	50 % of 2016 billed

- 3. **THAT** the said interim tax levy shall be due and payable in two installments at the Town of Minto Municipal Office and at most Financial Institutions, on or before the following dates:

i.	FIRST INSTALLMENT	MARCH 29 th , 2017
ii.	SECOND INSTALLMENT	MAY 29 th , 2017

The Corporation of the Town of Minto
By-law No. 2017-01
Page 2 of 2

4. **THAT** the Treasurer mail or cause same to be sent by first class mail or electronic means to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, due dates and late payment rates to be applied upon default.
5. **THAT** failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment does not affect the timing of default or the date from which late payment charges shall be imposed.
6. **THAT** penalty of 1.25 percent will be added to current taxes with installment due dates which are in default in accordance with Section 345 (2), on the 1st day of default, and thereafter interest of 1.25 percent will be added on the 1st business day of each month and every month in which the default continues.
7. **THAT** the Treasurer be authorized to accept partial payment for taxes, from time to time, as long as it does not affect the collection of taxes registered for tax arrears.
8. **THAT** the Treasurer be required to apply all payments received to the outstanding penalty and/or interest first and then to that part of the taxes that has been in arrears for the greatest period of time but no such payment shall be received after a tax arrears certificate has been registered under Part XI of The Municipal Act, 2001, S.O. 2001, c. 25, as amended.
9. **THAT** the current taxes and tax arrears are payable by cash, cheque or debit at the Town of Minto Municipal Office, 5941 Hwy #89, Harriston or payment mailed to 5941 Hwy #89, RR 1, Harriston, Ontario NOG 1Z0. Current taxes are also payable at most Financial Institutions, if accompanied by the installment stub relative to the payment being made. After the fore mentioned due date banks will no longer be authorized to take tax payments. Current taxes are also payable by pre-authorized payment plan, epost, ecommerce, telephone or internet banking for ratepayers with this service from any Financial Institution of Canada.
10. **THAT** Section 342 (1) of The Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides the authority, on the default of payment of any installment by the day named above for payment thereof, that the subsequent installment or installments shall become payable immediately.
11. **THAT** the Tax Collector appointed is hereby invested with all powers and authority provided by the Municipal Act, for the collecting of all unpaid and overdue taxes.
12. **THAT** this by-law shall be deemed to come into force and effect on January 1st, 2017 and shall apply to all tax classes.

Read a first, second and third time and passed in open Council this 10th day of January 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White

The Corporation of the Town of Minto
By-law No. 2017-02

Authorizing the Temporary Borrowing of monies to meet current expenditures pending receipt of current revenues of the Corporation of the Town of Minto.

WHEREAS, in accordance with subsection 407(1) of the *Municipal Act*, 2001 S.O. 2001, c. 25 (the “Act”), the Municipality considers it necessary to borrow an amount, equal to or less than the limit set by the Minister of Finance, to meet current expenditures of the municipality, until taxes are collected;

AND WHEREAS, pursuant to subsection 407(2) of the Act, the total amount borrowed pursuant to this By-law, together with the total of any similar borrowing is not to exceed the limits set forth in that subsection;

NOW THEREFORE, the Council of the Corporation of the Town of Minto hereby enacts as follows:

1. The Town of Minto is hereby authorized to borrow from a Bank or person from time to time by way of Promissory Notes or Bankers’ Acceptances, a sum or sums, not exceeding at any one time, the amounts specified in subsection (2) to pay off temporary bank overdrafts for the current expenditures of the Town for the year 2017, including amounts for sinking funds, principal and interest falling due within such fiscal year and the sums required by law to provide for the purposes of the Town.
2. The amount of monies that may be borrowed at any one time for the purposes of subsection (1), together with the total of any similar borrowings that have not been repaid, shall not, except with the approval of the Ontario Municipal Board, exceed the prescribed percentages of the total of the estimated revenues of the Town as set forth in the estimates adopted for the year, which percentages are set out in section 407 of the *Municipal Act*, 2001, as it may be amended from time to time.
 - (a) Until estimates of revenue for the Town for the 2017 year are adopted, borrowing shall be limited to the estimated revenues of the Town as set forth in estimates adopted for the next preceding year.
 - (b) The total estimated revenues of the Town, including amounts levied for Education purposes, adopted for the year 2016 are Twelve Million, Three Hundred and Thirty-One Thousand dollars (\$12,331,000)
3. All sums borrowed pursuant to the authority of this By-law, together with any and all similar borrowings in the current year and in previous years that have not been repaid shall, together with interest thereon, be a charge upon the whole of the revenues of the Town for the current year and for all preceding years, as and when such revenues are collected or received.
4. The Treasurer is authorized and directed to apply in payment of all sums borrowed pursuant to this By-law, together with interest thereon, all of the monies thereafter collected or received for the current and preceding years, either on account or realized in respect of taxes levied for the current year and preceding years or from any other sources which may lawfully be applied for such purpose.

5. That the Mayor and failing such person, the Deputy Mayor of the Town Council, together with the Treasurer or the Deputy Treasurer be authorized and directed to sign and execute the aforesaid Promissory Notes and Bankers' Acceptances, hypothecations, agreements and such other documents, writings and papers which shall give effect to the foregoing.
6. This By-Law shall come into force and effect on the 1st day of January 2017 and shall remain in force and effect until December 31, 2017.

Read a first, second, third and finally passed in Open Council this 10th day of January, 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White

The Corporation of the Town of Minto
By-law No. 2017-03

To amend zoning for 6433 10th Line, Minto from
Agricultural to Agricultural Exception to permit a temporary garden suite

WHEREAS, the Council of the Corporation of the Town of Minto deems it necessary to amend By-law Number 01-86;

NOW THEREFORE the Council of the Corporation of the Town of Minto enacts as follows:

1. THAT Schedule “A” - Map No. 1 of the Town of Minto Zoning By-law 01-86 is amended by revising the zoning, on Part Lot 12, Concession 10 (former Township of Minto), with a civic address of 6433 10th Line, from Agricultural (A) to Agricultural Exception (A-114), as shown on Schedule “A” attached to and forming part of this By-law.
2. THAT Section 36, Exception Zone 3, is amended by the inclusion of the following new exception 36.114:

A-114

1. *In addition to the other uses permitted for this property, a temporary, dwelling in the form of a garden suite as defined by this By-law is permitted, subject to the following regulations:*
 - i) *Notwithstanding any other section of this by-law, the garden suite may take the form of either a mobile home or a modular home, provided it is of a temporary nature and can be removed from the site;*
 - ii) *Notwithstanding Section 6.12 (e), the maximum floor area shall be 139.35 sq. m. (1,500 sq. ft.);*
 - iii) *Notwithstanding any other section of this by-law, the garden suite may be located in front of the main residential dwelling, provided the setback from the main residential dwelling, wall to wall, does not exceed 60.96 m. (200 ft.);*
 - iv) *Notwithstanding Section 8.5.2.5, pursuant to Section 6.12(l), the minimum interior side yard shall be 1.5 m. (5.0 ft.).*
 - v) *A vegetative planting strip as per the regulations of Section 6.3 of this by-law shall be required, in front of and to the sides of the garden suite, to screen it from the road;*
 - vi) *Other than above, the garden suite shall comply with the regulations of Section 6.12 of this by-law;*
 - vii) *Pursuant to Section 39.1(3) of the Planning Act, R.S.O. 1990, c.P.13 as amended, the garden suite is permitted until January 10, 2037.*
2. *In addition to the other uses permitted for this property, a home industry, in the form of an existing bicycle repair shop is permitted, subject to the following regulations:*
 - i) *Notwithstanding Section 6.14(g) of this by-law, the current location of the existing bicycle repair shop shall be deemed to comply with required setbacks;*
 - ii) *Minor accessory sales of bicycles shall also be permitted, provided the main use of the home industry is bicycle repairs;*

iii) Other than above, the home industry shall comply with the regulations of Section 6.14 of this by-law.

3. THAT except as amended by this By-law, the land as shown on the attached Schedule “A” shall be subject to all applicable regulations of the Town of Minto Zoning By-law 01-86, as amended.

4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Sections 34 and 39 of The Planning Act, R.S.O., 1990, as amended

Read a first, second, third time and passed in open Council this 10th day of January, 2017.

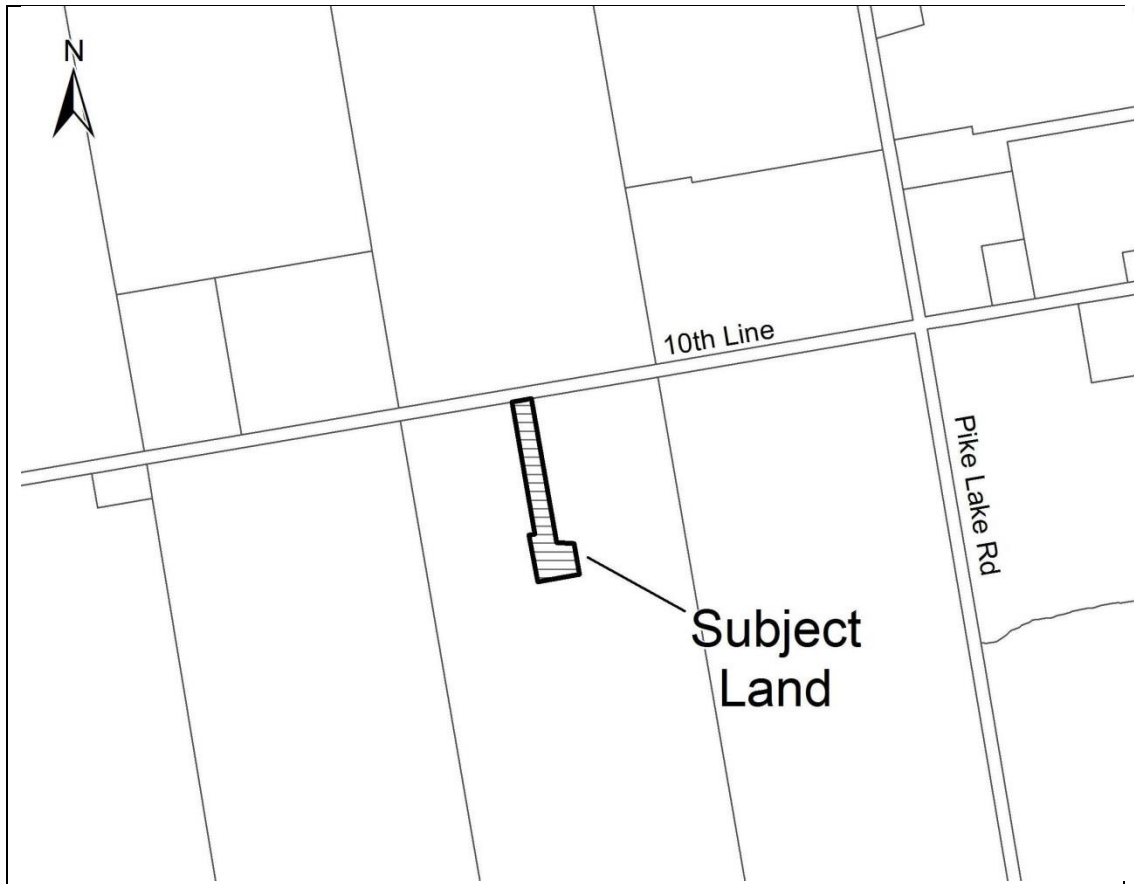
Mayor George A. Bridge

C.A.O. Clerk Bill White

THE TOWN OF MINTO

BY-LAW NO 2016-03

Schedule "A"



Revise the Zoning from Agricultural (A) to Agricultural Exception (A-114)

This is Schedule "A" to By-law 2016-03

Passed this 10th day of January, 2017

MAYOR

C.A.O. CLERK

BY-LAW NUMBER 2016-03

LOCATION

The property subject to the proposed amendment is located on Part Lot 12, Concession 10 with a municipal address of 6433 10th Line. The property is 1.04 ha (2.58 acres) in size, and contains a residential dwelling as well as a 2,400 sq. ft. bicycle repair shop.

PURPOSE

The main purpose is to rezone the subject lands to permit a temporary garden suite in the form of either, a mobile home or a modular home, for a period of 20 years. Minor variances for the garden suite are included to:

- Allow the maximum area to be 1,500 sq. ft. instead of 1,000 sq. ft.
- Clarify that the garden suite may be located in front of the main dwelling, provided the setback is no greater than 200 ft.
- Allow the minimum interior side yard to be 5 ft. instead of 9.8 ft.
- A vegetative planting strip, in front of and to the sides of the garden suite, to screen it from the road.

The secondary purpose is to recognize the existing home industry, in the form of a bicycle repair shop on the property and to permit minor accessory bicycle sales.

The Corporation of the Town of Minto
By-law 2017-04

To Exempt Part Lot Control for lands being Part
Park Lot 5, North East of George Street, being
Parts 1, 2, 3, 4 Plan 61R-20866, Former Town
of Harriston, in Town of Minto, under Section
50 (7.1) of the Planning Act, R.S.O. 1990, as
amended.

WHEREAS The Corporation of the Town of Minto has received a request from the owner of land, described as Part Park Lot 5, North East of George Street, being Parts 1, 2, 3, 4 Plan 61R-20866, Former Town of Harriston now in the Town of Minto, to remove part lot control restrictions pursuant to *Section 50, Subsection 7, of the Planning Act, R.S.O. 1990, as amended*;

NOW THEREFORE The Council of the Corporation of the Town of Minto enacts as follows:

1. The lands being Part Park Lot 5, North East of George Street, being Parts 1, 2, 3, 4 Plan 61R-20866, Former Town of Harriston, in Town of Minto more fully described in Schedule “A” attached hereto and forming part of this By-law are designated as being exempt from Part Lot Control and *Section 50, Subsection 5 of the Planning Act, R.S.O. 1990, as amended*, shall not apply to such lands during the effective period of this By-law.
2. The Clerk is hereby authorized to and directed to make application to the County of Wellington for approval of this By-law.
3. This By-law shall come into force and effect:
 - a) upon written final approval from the County of Wellington pursuant to *Section 50(7.1) of the Planning Act*.
 - b) upon registration of the By-law at the Land Registry Office for the County of Wellington pursuant to *Section 50 (28) of the Planning Act*.
4. This By-law shall expire twelve months after receiving final approval by the County of Wellington, as provided for in *Section 50, Subsection 7.1 of the Planning Act, R.S.O. 1990, as amended*.

Read a first, second third time and passed in open council this 10th day of January, 2017.

Mayor George A. Bridge

CAO Clerk Bill White

THE CORPORATION OF THE TOWN OF MINTO

SCHEDULE 'A' OF BY-LAW NUMBER 2017-04

Part Park Lot 5, North East of George Street, being Part 1, Parts 1, 2, 3, and 4 Plan 61R-20866, Former Town of Harriston, in Town of Minto

The Corporation of the Town of Minto
By-law No. 2017-05

To confirm actions of the Council of the
Corporation of the Town of Minto
Respecting a meeting held January 10, 2017

WHEREAS the Council of the Town of Minto met on January 10, 2017 and such proceedings were conducted in accordance with the Town's approved Procedural By-law.

NOW THEREFORE the Council of the Corporation of the Town of Minto hereby enacts as follows:

1. That the actions of the Council at its Committee of the Whole/Council meeting held on January 10, 2017 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate By-law.
2. That the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action, or obtain approvals, where required, and, except where otherwise provided, the Mayor and the C.A.O. Clerk are hereby directed to execute all documents necessary in that behalf and to affix the Corporate Seal of the Town to all such documents.
3. This By-law shall come into force and takes effect on the date of its final passing.

Read a first, second, third time and passed in open Council this 10th day of January, 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White