



Tuesday, June 6, 2017

2:30 p.m.

Council Chambers

Pages

1. **Call to Order**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act**
3. **Motion to Convene into Closed Session**
 - a. Previous Minutes of the May 16 2017 Closed Session
 - b. Proposed or pending acquisition or disposition of land - Palmerston Industrial Park
 - c. Proposed or pending acquisition or disposition of land - Palmerston
 - d. Proposed or pending acquisition or disposition of land - Minto Township
4. **Motion to Convene into Open Session**
5. **Minutes of Previous Meeting**
 - a. Regular Council Minutes of May 16, 2017 1
6. **Additional Items Disclosed as Other Business**
7. **Resolution Moving Council into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business**
8. **Public Meeting - 5 p.m.**
 - a. ZBA-2017-03 Shrimp Canada Agenda 9
9. **Delegations**

- a. Mayor's Charity Golf Tournament Groups - Minto Safe Community Committee, Palmerston Imperials Fastball Team and Youth for Christ/Youth Unlimited of Minto
- b. Harriston Historical Society, Request for Rental Agreement Review 17
- c. County Councillor David Anderson, County Report (after 5 p.m.) 20

10. Public Question Period

11. Correspondence Received for Information or Requiring Direction of Council

- a. County of Wellington, Council Resolution - Local Hookah Establishments 22
- b. Waterloo Wellington LHIN May Newsletter 23
- c. MPP Randy Pettapiece, Petition to Save Long Term Care Beds 28
- d. Champlain Township, Not A Willing Host For Wind Turbines 33
- e. MP John Nater, Bill C-45 the Cannibis Act 37
- f. City of St. Catharines, Letter to Support Adjala-Tosorontio, Waive Taxes on Canada Flags for 150th Anniversary 39
- g. Ontario Provincial Police, Municipal Policing Bureau Progress Report 40
- h. Minister of Municipal Affairs, Receipt of Report on Bill 68 42
- i. Minister of Municipal Affairs, Response to Motion Opposing Proposed Changes to Building Code 43
- j. AMO Members Update, Changing Workplaces Final Report Released 44
- k. Municipality of Calvin, Resolution 2017-090 Support for Township of North Frotenac re Hydro Rates 46
- l. Municipality of East Ferris, Support for MP Cheryl Gallant re Tax Exemptions for Local Officials 47
- m. AMO Policy Update - Several Important Amendments to Bill 68 Achieved 49
- n. Mapleton Seniors Centre for Excellence, June Calendar & Newsletter 53

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

- a. Committee Minutes for Receipt

b. Committee Minutes for Approval

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| 1. | Cultural Roundtable Committee Minutes of May 29 2017 | 55 |
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c. Staff Reports

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| 1. | Business and Economic Manager, Year End Review | 67 |
| 2. | By-Law Enforcement Officer, Exemption and Licensing of Backyard Hens | 96 |
| 3. | Fire Chief, Minto Fire PTSD Plan | 99 |
| 4. | Fire Chief, Howick Fire Protection Agreement | 116 |
| 5. | Deputy Clerk, Temporary Road Closure Clifford Homecoming | 118 |
| 6. | C.A.O. Clerk and Water Foreman, Bulk Water Draft Policy | 120 |
| 7. | Treasurer and Tax Collector, Minutes of Settlement and Assessment Adjustments | 126 |
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| 11. | Roads Foreman, Municipal Drain #6 13, 54 Improvement | 135 |

d. Other Business Disclosed as Additional Item

13. Motion to Return To Regular Council

14. Notices of Motion

15. Resolution Adopting Proceedings of Committee of the Whole

16. By-laws

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| a. | 2017-45; Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Infrastructure; Clean Water and Wastewater Fund | 137 |
| b. | 2017-46; Fire Services Agreement, Township of Howick | 138 |
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17. Adjournment



Council Minutes
Tuesday, May 16, 2017 6:30 p.m.
Council Chambers

Council Present:

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

Council Absent:

Councillor Judy Dirksen

Staff Present for all or part of the meeting:

Bill White, C.A.O. Clerk	
Annilene McRobb, Deputy Clerk, Recording Secretary	
Terry Kuipers, Chief Building Official	
Gordon Duff, Treasurer	
Matt Lubbers, Recreation Services Manager	Greg Mallett, Palmerston Lead Hand
Mike McIsaac, Road Foreman	Wayne Metzger, Water Foreman

1. **Call to Order: 6:30 pm**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act: None**
3. **Motion to Convene into Closed Session**

RESOLUTION: 2017-101

Moved By: Councillor Colwell; Seconded By: Councillor Turton

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

Previous Minutes of the May 2, 2017 Closed Session

- **Labour Relations or Employee Negotiation; Public Works Department**

Carried

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

RESOLUTION: 2017-102

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

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

Carried

5. Minutes of Previous Meeting

- a. Regular Council Minutes of May 2, 2017

RESOLUTION: 2017-103

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

THAT the minutes of the May 2, 2017 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Mayor Bridge, Deputy Mayor Faulkner, Councillors Turton, Elliott and Anderson had items.

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

RESOLUTION: 2017-104

Moved By: Councillor Turton; Seconded By: Councillor Anderson

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

Carried

8. Public Meeting

9. Delegations

- a. Recognition Night of Champions

Mayor Bridge and Councillor Elliott presented certificates to Chayse Herrfort of the Listowel Cyclones, 2016-17 Cherrey Cup Champions and the Palmerston Terminators, 2016-17 Ontario Broomball Association Junior Provincial Champions.

- b. Harriston Kinsmen, Tuff Truck Challenge

Paul Hope and Mike Wick of the Harriston Kinsmen presented a request to place permanent obstacles for their yearly Tuff truck Challenge. C.A.O. Clerk White noted that the group has been working with Facilities Manager and the Agricultural Society.

MOTION: COW 2017-122

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the Harriston Kinsmen's proposed Tuff Truck Challenge improvements at the Harriston Minto Community Complex be approved in principal and referred to the Parks and Recreation Committee for review and recommendation to Council.

Carried

10. Public Question Period

County Councillor David Anderson commented on Item 12 c) 10) Bulk Water Request Bright's Water, suggesting the issue is the rate to be charged for water.

11. Correspondence Received for Information or Requiring Direction of Council

- a. Clifford Recreation Association, May Newsletter
- b. Township of Essa, New Driver signs
- c. Jane Gibson, Letter of Concern re: Horse Manure
- d. MP John Nater, Letter to Minister of Infrastructure & Communities
- e. Fisheries Protection Program, Federal Listing Redside Dace Endangered under SARA
- f. Federation of Canadian Municipalities, Spring Flooding Appeal
- g. Union Gas Limited, 2016 Deferrals - Notice of Application
- h. Ministry of Municipal Affairs, Proposed Building Code - Septic System Pump Out Requirement

Council discussed 11 c) Jane Gibson, noting manure bags are almost impossible to enforce. The CAO Clerk will write back to Jane Gibson.

MOTION: COW 2017-123

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT Council receives the correspondence for information.

Carried

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

- a. Committee Minutes for Receipt – None

- b. Committee Minutes for Approval

- 1. Parks and Recreation Advisory Committee Minutes of April 25, 2017

Recreation Services Manager Lubbers provided highlights announcing the Norgan Theatre paid off the loan from the Town. Programming and events are plentiful this year. New bag dispensers will be tested in Palmerston Lion's Park to encourage dog waste disposal.

Committee would like to plan for a Recreation Master plan. Councillor Elliott noted Minto Minor Ball started a new slo-pitch league for kids ages 15 starting this year.

MOTION: COW 2017-124

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

THAT the Parks and Recreation Committee Minutes of April 25, 2017 be received and that all recommendations contained therein be approved.

Carried

- c. Staff Reports

- 1. Recreation Facilities Manager, Tender Results for Ice Re-surfacer

Lead Hand Mallett reviewed the results noting the delivery delay and availability of a "loner".

MOTION: COW 2017-125

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

THAT Council of the Town of Minto receives the May 12th, 2017 report from the Recreation Facilities Manager entitled Tender Results for Ice Resurfacer and approves the purchase of the Millennium H from Resurfice Corp. at a price of \$73,910 plus HST.

Carried

2. Recreation Facilities Manager, Tender Results for Dressing Room Flooring
Palmerston Lead Hand Mallett advised seven tenders were received, and the lowest bid was a known supplier with a good product.

MOTION: COW 2017-126

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

THAT Council of the Town of Minto receives the May 12th, 2017 report from the Recreation Facilities Manager entitled Tender Results for Dressing Room Flooring and approves the purchase of flooring from Gym-Con Ltd. at a price of \$35,000 plus HST.

Carried

3. Chief Building Official, April Permit Stats Review
CBO Kuipers noted so far 61 permits issued resulting in \$12.6 million construction value versus 42 Permits in 2016 worth \$4.3 million making 2017 a very busy year.

MOTION: COW 2017-127

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

THAT Council receive the Chief Building Officials April Permit Review for information.

Carried

4. Chief Building Official, Property Standards Order – 450 Victoria St
CBO Kuipers noted an order to comply was issued and the appeal date passed. The cost to demolish is \$30,000 and \$250,000 to renovate; Town lawyer and a consulting engineer are helping with legal and insurance delays. Cost to enforce the order is collected against taxes.

MOTION: COW 2017-128

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT Council receives as information the Chief Building Official's report dated May 11, 2017 Property Standards Order – 450 Victoria Street.

Carried

Councillor Colwell assumed the Chair

5. Tax Collector and Treasurer, 2017 Tax Rating By-Law

Treasurer Duff presented his report noted that there are new tax classes for landfill property class and multi residential class.

MOTION: COW 2017-129

Moved By: Mayor Bridge; Seconded By: Councillor Turton

THAT the Council receives the May 9th, 2017 report from the Treasurer and Tax Collector regarding the Final Tax By-Law and consider passing By-Law 2017-43 in open session.

Carried

6. Treasurer, Infrastructure Ontario Debenture – Ann and James 2017

Treasurer Duff noted the debenture replaces construction financing for work mostly completed in 2016. Infrastructure Ontario agreed paving Ann Street can occur at a later date since construction will continue through this year.

MOTION: COW 2017-130

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

THAT Council accepts the Treasurer's May 5th 2017 Infrastructure Ontario Debenture report and considers the passage of the related By-law in Regular Session.

Carried

7. Treasurer, March 31, 2017 Financial Review

Treasurer Duff reviewed first quarter financials which are generally within budget with no major concerns. Council thanked Treasurer Duff for the work he put into the report.

MOTION: COW 2017-131

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

THAT Council receive the Treasurer's March 31, 2017 Financial Review report for information.

Carried

8. Treasurer, Approval of Accounts

Treasurer Duff noted payments for Trees for Minto fruit trees, trim for the fire SUV, tree removal, truck and equipment repairs, Canada 150th Banners and preliminary work on the Harriston and Palmerston Pools.

MOTION: COW 2017-132

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

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for May 12, 2017 as follows: Administration \$121,821.90, People & Property \$ 63.24, Building \$1,481.63, Economic Development \$20,491.09, Incubator \$871.90, Tourism \$715.74, Fire \$15,117.18, Roads \$114,356.74, Cemetery \$4,781.00, Waste Water \$ 35,762.86, Streetlights \$7,633.84, Water \$15,467.08, Town Landscaping Care \$2,117.62, Recreation \$4,995.56, Clifford \$4,136.79, Harriston \$10,367.81, Palmerston \$23,171.67, Norgan \$4,667.56

Carried

Councillor Turton assumed the Chair

9. C.A.O. Clerk; Road Foreman; Elora Street Tender Results

Road Foreman McIsaac noted three bids were received and the project is scheduled to be finished before Clifford Homecoming with one lane of traffic open at all times.

MOTION: COW 2017-133

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT Council receives the C.A.O. Clerk and Road Foreman's May 11, 2017 report Triton Engineering; Clifford Elora Street Paving Grein's to Park Street Phase 1, and that the tender Reconstruction of Elora Street be awarded to Steed and Evans at a price of \$314,293.90 plus HST.

Carried

10. C.A.O. Clerk Water Foreman Bulk Water Request Bright's Water Services Inc.

Water Foreman Metzger noted the request is for seasonal use to fill pools, dust control, construction compaction, and watermain flushing. A policy and agreement is needed to address rate and exclusivity issues. Council discussed options and concerns.

MOTION: COW 2017-134

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

THAT Council receives the C.A.O. Clerk and Water Foreman's May 10, 2017 report Bulk Water Request Bright's Water Services Inc. and that staff be directed to negotiate a draft agreement with Bright's Water Services to provide access for bulk water in Palmerston along with a policy and updated rate for Council consideration.

Carried

11. Road Foreman, Asphalt Tender 2017-05

Road Foreman McIsaac noted two submissions received for asphalt resurfacing 16th line as well as 9 blocks in the three communities plus paving the Clifford arena.

MOTION: COW 2017-135

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

THAT Council receives the May 11, 2017 report from the Road Foreman regarding Tender 2017-05 'Asphalt' and approves the hiring of The Murray Group Limited at the combined tender price of \$398,730.00 excluding HST.

Carried

12. Road Foreman, Request for Quotation for Sidewalks

Road Foreman McIsaac noted three bids were received and work will proceed under budget.

MOTION: COW 2017-136

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT Council receives the report from the Road Foreman dated May 11, 2017, regarding RFQ #2017-06 for Remove, Dispose, Replace Sidewalk and approves the awarding to Reeves Construction Limited at the price of \$88.90 per meter squared plus HST.

Carried

Mayor Bridge returned to the Chair

d. Other Business Disclosed as Additional Item

Councillor Turton asked that letters be sent to the Green Legacy Program and Norwell CELP Earth Day Harriston Clean-up thanking them for their efforts.

Deputy Mayor Faulkner noted work began on the trail bridge between the 3rd and 5th Line.

Councillor Elliott asked about final landscaping of the cenotaph property beside Palmerston Library. He suggested the Library shut off Wi-Fi after hours as it encourages loitering. Mayor Bridge and CAO Clerk will follow up. He asked on the status of the crossover at Main and James. The CAO Clerk advised the project is being designed and quoted soon.

Councillor Anderson advised the Garden Festival and Firefighter's breakfast is Saturday June 3rd at the Harriston Arena.

Mayor Bridge provided a media release for dedication of Noble Family Road to honour of Pte. Lawrence Noble Friday May 26 10:00 am. Handcar races June 24 are part of Palmerston Party in the Park. June 10 Palmerston Railway Heritage Museum opens the reference library.

13. Motion to Return To Regular Council

RESOLUTION: 2017-105

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

THAT the Committee of the Whole convenes in to Regular Council meeting.

Carried

14. Notices of Motion - None

15. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2017-106

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

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

Carried

16. By-laws

a. 2017-42, Debenture 2017 By-law

RESOLUTION: 2017-107

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT By-law 2017-42; A By-law to Authorize the Borrowing Upon Serial Debentures in the Principal Amount of \$660,000.00 Towards the Cost of Certain Capital Works; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

b. 2017-43, Tax Rates 2017

RESOLUTION: 2017-108

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

THAT By-law 2017-43; A By-law to set tax rates for 2017 and provide for the collection thereof; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c. 2017-44, Confirm Proceedings May 16, 2017 Committee of the Whole/Council Meeting

RESOLUTION: 2017-109

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT By-law 2017-44 be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

17. Adjournment – 9:00 p.m.

RESOLUTION: 2017-110

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

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



THE COUNCIL OF THE TOWN OF MINTO
PUBLIC MEETING AGENDA

ZBA-2017-03

Applicant: Town of Minto
Shrimp Canada

TUESDAY June 6th 2017,
5:00 pm in the Council Chambers

A Public Meeting to consider an amendment to the Town of Minto Zoning By-law No. 01-86 for property located on Concession 1 Part Lot 24 RP 60R11700, Former Town of Palmerston, Town of Minto, located on Minto Road in the Palmerston Industrial Park.

1. Mayor Bridge to act as the Chair of the Public Meeting
2. Chair Bridge to call the meeting to order and request any member of the public present to please sign the attendance record. Chair Bridge to state the following:

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Minto before the By-law is passed, the person or public body is not entitled to appeal the decision of the Town of Minto to the Ontario Municipal Board and the person or public body may not be added as a party to the hearing of the appeal before the Board unless, in the opinion of the Board, there are reasonable grounds to do so.

3. C.A.O. Clerk White to state the municipal address and legal description of the property, the purpose and effect of the application and date notices we sent.

The property subject to the proposed amendment is located on Concession 1 Part Lot 24 RP 60R11700, Former Town of Palmerston, Town of Minto; located on Minto Road in the Palmerston Industrial Park

The Purpose and Effect of the proposed amendment is to rezone the subject lands and expand the site specific provisions of the M1-30(H) zone to permit an aquaculture use. Initially the proposal would proceed on well and septic with eventual connection to municipal services. Other zoning relief may be considered for the proposal where appropriate.

The Notices were mailed to the property owners within 400 feet or 120 meters of the subject property as well as the applicable agencies and posted on the subject property on May 15th, 2017 The following comments were received:

- a) Town of Minto staff
 - Building Assistant's report attached
- b) Linda Redmond, Senior Planner, County of Wellington, report attached

Public Meeting Agenda
To Consider an Amendment
to the Town of Minto Zoning By-law No. 01-86 for property
located at Con 1 Part Lot 24, Minto Road Former Town of Palmerston, Town of Minto
Page 2

4. Chair Bridge to call on the applicant or his agent to provide comments regarding the proposed Amendment to the Comprehensive Zoning By-law No. 01-86.
5. Chair Bridge to call on anyone who wishes to comment in favour of the proposed Amendment.
6. Chair Bridge to call on anyone who wishes to comment in opposition of the proposed Amendment.
7. The applicant or his agent is given an opportunity for rebuttal.
8. Chair Bridge to give members of Council an opportunity to ask questions.
9. Chair Bridge to state IF YOU WISH TO BE NOTIFIED of the decision of the Council of the Town of Minto in respect to the proposed Zoning By-law Amendment application, you must make a written request to the Clerk of the Town of Minto at 5941 Highway 89, Harriston, NOG 1Z0 or by email at Bwhite@town.minto.on.ca.
10. If there are no further comments, Chair Bridge will adjourn this Public Meeting.


Town of Minto

DATE: June 1, 2017
 Mayor Bridge and Members of Council
FROM: Stacey Pennington, Building Inspector
RE: ZBA 2017-03 Shrimp Canada– Part Lot 24, Con 1,
 RP 60R-11700, Minto Rd

STRATEGIC PLAN

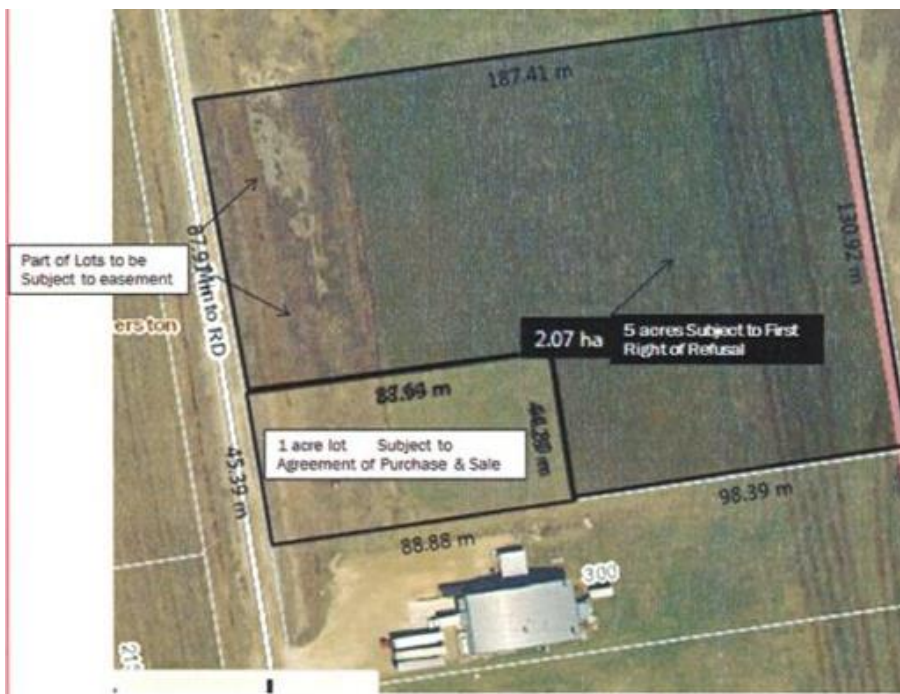
Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial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

BACKGROUND

The property subject to the proposed amendment is located on Part Lot 24, Con 1, RP 60R-11700, Minto Rd., Palmerston. The property is currently vacant and is owned by the Town of Minto, shown in the image below.

The subject lands are zoned Industrial M1-30 (H) under Zoning By-law 01-86 as amended. The property is also subject to an Exception (31.30) and a Holding (H) Provision.

The M1 Industrial Zone, permits manufacturing and processing. Exception 31.30 establishes agriculture as a permitted use in addition to the other permitted uses in the M1 Industrial Zone. An “Agricultural Use” is also defined in the Zoning By-law to include aqua-culture.



The intent of this application is to rezone the subject lands to allow an aquaculture production facility (which would include shrimp) on private water and waste water services in the M1-30 Exception Zone. Should the shrimp production facility wish to expand and purchase additional land noted shaded to the right, the use would be permitted on lands subject to the Exception.

COMMENTS

Clerks

The proposed production facility will include both the hatching and growing of shrimp within in an enclosed building. As outlined in a report by CAO Bill White in relation to the purchase of the land:

“According to specifications provided by the purchaser, the hatchery functions best without chlorine in the water system, while waste outputs can be handled by a septic system. The agreement of purchase and sale requires the owner to connect to municipal services once they become available. The purchaser has indicated connection to municipal sewer and water can occur when additional buildings are constructed on-site.”

The future proposed expansion of the use would include processing, packaging and shipping of product, which appears to be compatible with and appropriate for location within an industrial area.

Building

Site plan approval will be required prior to the issuance of a building permit, to verify details of the proposal in relation to functionality of the subject property.

Public Works

It is recommended a site plan agreement be signed prior to a building permit being issued that would include specific servicing requirements for the project once municipal water and sewer is available to the subject lands. The site plan agreement will ensure mandatory connection requirements in the new water and sewer bylaws are met for future building phases. Details of these bylaws are explained below. This agreement would regulate the use of the private services and outline requirements to ensure no cross contamination occurs; to verify private water consumption in relation to sewage discharge; and to regulate the quantity of sewage discharge to omit any issues with increased flow to the sewage treatment plant. It would also outline the requirements for metering and billing of the sewage discharged from the private water system. Other unforeseen issues could be address in the site plan agreement pending further details of the use of both municipal water and sewer services of the future processing proposal.

Further review of Sewage Use By-law 2017-25:

Section 9.0 prohibits discharge other than municipal water supply.

9.0 WATER ORIGINATING FROM A SOURCE OTHER THAN THE MUNICIPAL WATER SUPPLY

9.1 No person shall discharge into the Town’s sanitary sewer works water originating from a source other than the Town water supply, including storm water or groundwater, directly or indirectly, sump pumps, eave trough downspouts or any other source without the written permission of the Director of Public Works or designate.

Section 12.5, however, allows council to exempt specific uses.

12.5 Mandatory Connection to Sanitary Sewer

12.5.1 No person shall own or occupy any building fronting on a street containing a sanitary sewer main, or on land abutting a street, right-of-way, easement or alley through which access to a sanitary sewer main is available, without an approved connection from that building’s plumbing system to the sanitary sewer collection system of the Municipality unless expressly exempted by Council of the Town of Minto.

Section 7.0 would allow staff to monitor discharge to ensure any risks to municipal systems would be mitigated.

7.0 DISCHARGER SELF-MONITORING

7.1 The Town may request a discharger as defined in Section 1.0 of this by-law to complete any monitoring or sampling of any discharge to a wastewater works as required by the Town, and provide the results, in the form specified, to the satisfaction of the Town. Upon written request from the Town a discharger shall supply such independent or private testing as may have been completed where such testing would assist in characterizing any discharge or flow in to the Town wastewater works and/or assist in enforcing the requirements of this bylaw.

Further review of the Water Supply By-law 2017-06:

Similar to the Sewer Use Bylaw, Section 1.1 of the Water Supply By-law requires a mandatory connection to the system, where available. This section also allows for exemption.

1.1 Required connection to Municipal water

No person shall own or occupy any building fronting on a street containing a water main, or on land abutting a street, right-of-way, easement or alley through which access to a water main is available, without an approved connection from that building's plumbing system to the waterworks of the Municipality unless expressly exempted pursuant to the provisions of this by-law.

Section 1.3 prohibits the use of a private water supply for "domestic and potable uses." It is understood that the future proposal would require connection to the municipal water system for all other uses in the building(s) with the exemption of the hatching and growing of the shrimp. This would include processing, and manufacturing, as well as washrooms. Planning and construction will be monitored to ensure there is no risk of cross contamination.

Part 8: Cross Connections allows the municipality to inspect, and to test (as required) the water system on the premises to ensure there are no cross contaminations.

RECOMMENDATION

THAT Council receives the Building Assistants report on the proposed rezoning for Shrimp Canada, Part Lot 24, Concession 1, RP 60R-11700 Minto Road, Former Town of Palmerston Town of Minto and considers passing a by-law in open session.

ATTACHMENTS

Planners Comments, Linda Redmond, Manager of Planning, County of Wellington

Stacey Pennington,
Building Inspector



PLANNING REPORT for the TOWN OF MINTO

Prepared by the County of Wellington Planning and Development Department

DATE: May 30, 2017
TO: Bill White, C.A.O.
Town of Minto
FROM: Linda Redmond, Manager of Planning and Environment
County of Wellington
SUBJECT: **SHRIMP Canada**
Part Lot 24, Con 1, RP 60R-11700, Minto Rd., Palmerston
Zoning By-law Amendment

PLANNING OPINION The purpose of the zoning amendment is to permit the shrimp production facility on private services in the Industrial M1-30 Zone in Palmerston.

The proposed production facility which includes both the hatching/growing of shrimp and the processing, packaging and shipping of product, is appropriately located in an industrial area. The operator (SHRIMP Canada) has indicated that the use of private services is needed to facilitate the development as the use of non-chlorinated well water is beneficial to the hatchery operation. Furthermore it is noted that municipal services are not currently available to the property. The intention is that private services would serve the processing/packaging facility on an interim basis until municipal services become available to the property and additional processing building(s) are constructed by the operator.

We are satisfied that the proposal is consistent with the PPS and is in general conformity with the County of Wellington Official Plan and we are supportive of the application to rezone the property. A draft zoning by-law amendment has been prepared and is attached to this report for Councils' consideration.

INTRODUCTION

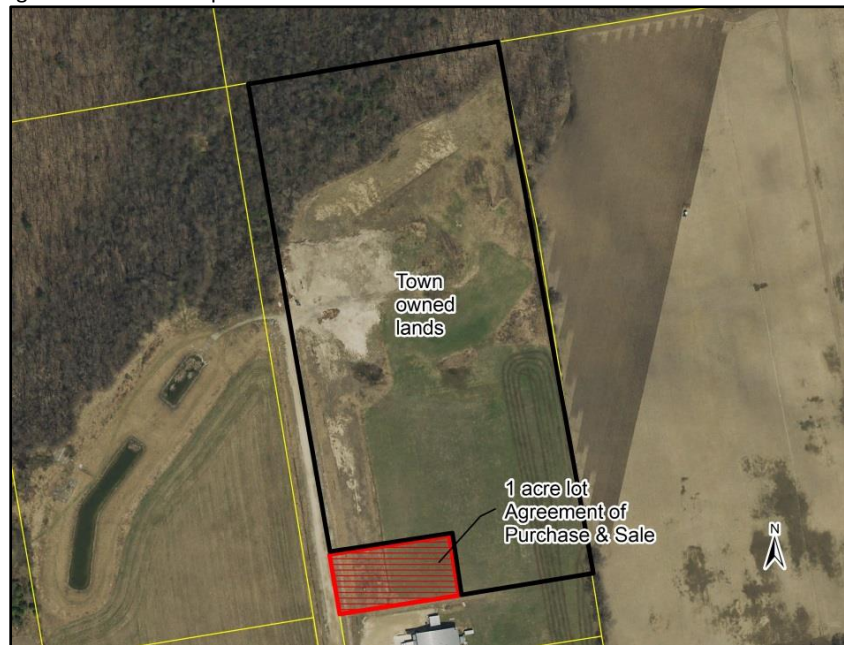
The property subject to the proposed amendment is located on Part Lot 24, Con 1, RP 60R-11700, Minto Rd., Palmerston. The property is currently vacant and is owned by the Town of Minto (figure 1).

PROPOSAL

The Town of Minto has signed an agreement of Purchase and Sale with Shrimp Canada for a 0.40 ha (1.0 acre) parcel of land on Minto Road in Palmerston. SHRIMP Canada is proposing to construct an indoor shrimp production facility on private well and septic on the property. The proposed use involves a hatchery, nursery and grow-out phase for shrimp. Up to 50,000 kg of shrimp will be raised a year. Processing, packaging and shipping will also take place on site. A minimum 464.5 m² (5000 ft²) building would be constructed and 3-5 employees would work within the building. A private well and septic system will serve the facility. The applicant has indicated that private well water which does not have chlorine works best for the hatchery and the waste water can be adequately handled by a private septic system. A second phase of development will include the construction of a future processing building and connection to municipal services for the facility. It is our understanding that the intention is that the hatchery component will continue to use well water even once the processing operation has connected to municipal services. Details of the proposal were outlined in a report to Minto Council, from Bill White, CAO/Clerk dated April 10, 2017.

A zoning by-law amendment has been initiated by the Town to rezone the property to permit the shrimp production facility which uses a private well and septic in the Industrial M1-30 Exception Zone.

Figure 1: Location Map



PROVINCIAL POLICY STATEMENT (PPS)

The subject property is located within the urban centre of Palmerston. Section 1.1.3.1 of the Provincial Policy Statement states that “settlement areas shall be the focus of growth and their vitality and regeneration shall be promoted.” Settlement areas are encouraged to include a mix of densities and land uses.

COUNTY OFFICIAL PLAN

The property is located within the Palmerston Urban Centre and is designated Industrial. A variety of industrial uses are permitted within the designation including but not limited to: Manufacturing, processing, fabricating, assembly and warehousing.

In regards to servicing, Section 11.2.4 (Urban Centre Policies) of the County Plan outlines that while municipal services are the preferred method of servicing in urban centres, allowances for other forms of servicing, including individual on site servicing (eg private servicing) may be permitted in specific circumstances.

ZONING BY-LAW 01-86

The subject lands are zoned Industrial M1-30 (H) under Zoning By-law 01-86 as amended. The property is also subject to an Exception (31.30) and a Holding (H) Provision.

Permitted uses within the M1 Industrial Zone, (Section 24.1) include manufacturing and processing. We note that Exception 31.30 (which is applicable to the subject property) establishes that agriculture is a permitted use in addition to the other permitted uses in the M1 Industrial Zone. An “Agricultural Use” is also defined in the Zoning By-law to include aqua-culture.

Section 6.8 (Development On Full Services) of Zoning By-law 01-86 requires that all development within the Palmerston Urban Area must be serviced by municipal services, and that no new private wells shall be installed to serve as a water source where municipal water is available abutting the property.

A Holding (H) Provision is in place which must be removed by Council prior to the issuance of a Building Permit. Council may lift the holding provision when satisfied that servicing, stormwater management and residential land use compatibility matters have adequately been addressed.

A draft zoning by-law amendment has been prepared which permits an aquaculture production facility (which would include shrimp) on private water and waste water services in the M1-30 Exception Zone and is attached to this report for Councils' consideration. Should the shrimp production facility wish to expand and purchase additional land, the use would be permitted on lands subject to the Exception.

SITE PLAN APPROVAL

Subject to the approval of the Zoning By-law amendment, Site Plan approval will be required for the project.

PLANNING DISCUSSION

We understand that the proposed production facility will include both the hatching/growing of shrimp within in an enclosed building and the processing, packaging and shipping of product, which appears to be compatible with and appropriate for location within an industrial area. It is also should be noted that the use of private services is needed to facilitate the development as according to the operator (SHRIMP Canada), the use of non-chlorinated well water is beneficial to the hatchery operation. Finally it is noted that municipal services are not currently available to the property according to the Town of Minto Public Works Department. The intention is that private services would serve the processing/packaging facility on an interim basis until municipal services become available to the property and additional processing building(s) are constructed by the operator.

Respectfully submitted
County of Wellington Planning and Development Department



Linda Redmond
Manager of Planning and Environment

HARRISTON HISTORICAL SOCIETY

SUBMISSION TO COUNCIL for the June 6/17 Meeting

SUBJECT: Request for rental agreement review

WE APPRECIATE THE OPPORTUNITY TO SPEAK TO COUNCIL REGARDING OUR RENTAL AGREEMENT.. IT IS A PLEASURE TO WORK FOR THE TOWN OF MINTO TO PRESERVE AND DISPLAY OUR LOCAL HISTORY AND IS AN IMPORTANT SERVICE FOR OUR RESIDENTS AND VISITORS. PRESERVING OUR MUNICIPAL HERITAGE IS PART OF COUNCIL'S MASTER CULTURAL PLAN AND SHOULD BE KEPT....

OUR HOME IN THE LIBRARY HAS CERTAINLY BEEN A BONUS FOR US WITH EXPOSURE AND SPACE TO MEET OUR MANDATE...OUR INVENTORY AND COLLECTION OF MEMORABILIA AND RECORDS SHOWS THE INCREASING PUBLIC INTEREST. SINCE OUR INCORPORATION IN 2010 THERE HAVE BEEN OVER 6000 VISITORS TO OUR DISPLAY ROOM AND LAST YEAR ALONE 125 REQUESTS FOR LOCAL AND FAMILY HISTORY INFORMATION.

WHILE WE WORK HARD TO FUNDRAISE BUT IT IS BECOMING DIFFICULT TO REACH OUR TARGET OF OVER \$4500. PER YEAR TO KEEP THE DOORS OPEN.. WE THANK THOSE BUSINESS WHO DONATE ON AN ANNUAL BASIS BUT THEY HAVE LIMITS ALSO, ESPECIALLY IN A SMALL TOWN WITH NUMEROUS GROUPS REQUESTING DONATIONS..

ATTACHED IS A COPY OF OUR YEAR-END STATEMENT AND CURRENT FINANCIAL STATUS. AS YOU CAN SEE WE DO RAISE ENOUGH TO COVER OUR OPERATING AND PART OF THE RENT. AS A NOTE OF INTEREST, NUMEROUS MUNICIPALITIES OFFER FREE SPACE FOR THEIR HISTORY GROUPS.

WE WOULD ASK COUNCIL TO REVIEW OUR AGREEMENT AND CONSIDER LOWERING OUR RENTAL RESPONSIBILITY THAT WE MAY CONTINUE TO SERVE THE PUBLIC AND THE TOWN OF MINTO IN HISTORY PRESERVATION.

THANKS FOR YOUR TIME IN THIS MATTER.

the executive
THE HARRISTON HISTORICAL SOCIETY

**HARRISTON HISTORICAL SOCIETY
FINANCIAL REPORT
(GENERAL ACCOUNT)**

For the Period of JANUARY 1, 2016 – DECEMBER 31, 2016

Income

Sponsorships	\$ 904.00
Memorials	\$ 140.00
Donations (Individuals)	\$ 195.00
Donation Box	\$ 201.40
Memberships	\$ 335.00
Fundraising/Silent Auctions etc.	\$ 783.19
Sales	\$ 75.00
HST Refunds	\$ 329.79

Total Income	\$ 2,963.38
---------------------	--------------------

Expenses

Rent	\$3,390.00
Bank Fees	\$ 45.00
Supplies/Acquisitions	\$ 1,064.24
Honorariums	\$ 200.00
Insurance	\$ 567.00
Facility Fees/Rentals	\$ 75.00
Advertising	\$ 53.25

Total Expenses	\$ 5394.49
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**HARRISTON HISTORICAL SOCIETY
FINANCIAL REPORT
(GENERAL ACCOUNT)**

For the Period of April 19, 2017 –May 16, 2017

Bank Balance Forward (April 19, 2017)	\$2,739.41
---------------------------------------	-------------------

Income

Memberships	\$ 5.00
Memorial	\$ 20.00
My Tribute Gift	<u>\$ 46.00</u>
Total Income	\$ 71.00

Expenses

Rent (May)	\$ 282.50
Bank Fee	\$ 3.75
Frey Commuications	<u>\$ 201.13</u>
Total Expenses	\$ 487.38

Balance as of May 16, 2017	\$2,323.03
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Report from County of Wellington to Town of Minto Council

Good evening Mayor Bridge, Members of Council , Staff, and members of the press and the public

I would like to bring forward a report of the activities at the County level to be accepted for information only.

Quick facts

Solid Waste

63,822 kg of hazardous waste has been collected from county residents since the opening of the Mobile Hazardous Household Waste depot was opened in 2016.

Wellington County has diverted 31% of their waste material through services and programmes offered by Solid Waste Services

Police Services

Detachment Commanders Report April 2017

Parking Enforcement

2016---12

2017—23

Car versus Deer Collisions

2016—16

2017—11

Crimes Against Property

	2016	2017 YTD
Break and enter	48	57
Auto Theft	20	24
Theft	171	218
Mischief	92	119

Social Services

Palmerston Housing Project is currently scheduled for completion in January 2018

The County has received over 20 applications for the 11 units

Museum

The Museum has received 40 donations of historical artifacts this years , including WWII uniforms

An 1879 Revolver, a WWII Memorial Cross, Palmerston Railway Photographs, Research notes and publications, From 1915-2002.

If you have any artifacts; by donating them to the museum they will be preserved , and you will receive a tax receipt for the their value.

Libraries

April 2017 Report on activity and use

	2015	2016
Clifford	16,440	19,841
Harriston	54,153	49,480
Palmerston	34,493	41,813



COUNTY OF WELLINGTON

KIM COURTS
DEPUTY CLERK
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F 519.837.1909
E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

May 10, 2017

Sent via email: bwhite@town.minto.on.ca

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

Dear Mr. White,

At its meeting held on March 30, 2017 Wellington County Council approved the following recommendation from the Administration, Finance and Human Resources Committee:

That the correspondence from Wellington Dufferin Guelph Public Health regarding Regulations and Restrictions of Local Hookah Establishments be received; and

That the Provincial government be urged to prohibit hookah smoking in the same manner as tobacco.

Please let me know if you have any questions.

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts
Deputy Clerk

Waterloo Wellington **LHIN**

LHIN NEWS

For Health Professionals



The Waterloo Wellington LHIN's news for health professionals provides the latest updates from across the local health system as we work together to deliver high-quality, integrated, and patient-centred care for local residents.



Supporting Caregivers: Audrey's Story

"At the time, I was scared. At my age, I knew I couldn't provide the care (my husband) needed on my own," says Audrey. "The result of that would have been devastating."



From Innovation to Action, Collaboration is Key

A few months ago on this blog, I challenged our health care ecosystem to go beyond innovating and truly disrupt how we approach solutions in health care to improve patient experience and

Audrey now receives respite support four days a week.

[Read more here.](#)

outcomes. The response was outstanding!

[Read Elliot Fung's guest blog post here.](#)



Advance Care Planning: Anne's Journey

Like many, Anne had never heard of advance care planning. After being diagnosed with lung cancer, it became clear she had a limited understanding of her illness and never had conversations about her wishes or values with her family or her medical team.

While it is ideal to start these conversations long before someone is sick and in the hospital, initiating these conversations with Anne was the first time she was able to openly discuss her fears and what her wishes were for her care.

[Read more here.](#)



Profile: Linval George, Registered Practical Nurse

"What I love about being a nurse is that I am able to make a difference in the lives of my clients simply through caring. I really enjoy building meaningful, therapeutic relationships that help my patients build on their strengths and improve their quality of life.

My mother and my aunt, who is an RNP (Registered Nurse Practitioner), inspired me to be a nurse. They taught me that the patient who comes into the hospital is somebody's loved one and deserves to be cared for as if they were a member of your own family."

[Read more here.](#)



New Physicians Bolster St. Mary's Cardiac Centre's Deep Bench of Talent



Expand Your Knowledge Through Free Online Course Offerings

As demand for cardiac services at St. Mary's Regional Cardiac Care Centre has grown, so too has its roster of cardiac physicians who bring a variety of specialized skills to the community.

The growing demand for service was recently recognized by the Ministry of Health and Long-term Care with an investment of \$3.6 million to fund nearly 800 additional cardiac procedures like surgery, diagnostic angiograms and angioplasty.

[Read more here.](#)

The Waterloo Wellington LHIN is partnering with Langa Community Health Centre to offer 250 free Institute for Health Improvement (IHI) licenses to health partners throughout Waterloo Wellington. This is an exciting opportunity to gain new skills and knowledge, ranging from learning effective service redesign strategies, to positively impacting population health, to how to incorporate health equity planning into new programs.

[Read more here.](#)



Additional \$15.4 million announced to reduce wait times at local hospitals

Local residents will benefit from a new investment of \$15.4 million in local hospitals to meet the needs of our growing communities, and to reduce wait times for key procedures such as hip and knee replacements and cataract surgeries.

Read more from MPPs:

[Liz Sandals](#)

[Kathryn McGarry](#)

[Daiene Vernile](#)



Help Make Our Community Report the Best Ever!

Do you have a positive story to share about how your practice, program or organization has improved the patient experience? Or have you received exceptional care?

We are on the hunt for clinician and patient quotes for our annual community report.

[Contact our communications team today to share your story!](#)



Home & Community Care Update

The Waterloo Wellington Community Care Access Centre (WWCCAC), including its employees, programs, and services, is transferring to the Waterloo Wellington Local Health Integration Network (LHIN). Together, we will better connect the health system together to improve the patient experience.

As of May 17, 2017, all WWCCAC employees will become employees of the Waterloo Wellington LHIN. While we celebrate our organizations coming together, it is business as usual and home and community care services currently delivered through the WWCCAC will continue as part of the Waterloo Wellington LHIN. **There will be no changes to the services available or the providers delivering care.**

All phone and contact information remain the same. Patients who are currently receiving care and have questions or concerns should contact their care coordinator at 519-748-2222 or (toll free) 888-883-3313.

The only immediate difference you will notice will be that your WWCCAC colleagues will now wear Waterloo Wellington LHIN ID badges and introduce themselves as part of the Waterloo Wellington Local Health Integration Network.

[Read more here.](#)



Waterloo Wellington LHIN
50 Sportsworld Crossing Road, Suite 220
Kitchener, ON N2P 0A4

[Preferences](#) | [Unsubscribe](#)

WWLHIN Partner News

Alzheimer Society Waterloo Wellington: [Joins Healthcare Hub](#)

GRH: [New equipment decreases surgery delays for patients](#)

GRH: [Teaching unit provides exceptional care while advancing health education](#)

HQO Report: [Ontario Clinicians Deliver Quality Care by Reducing Unnecessary Care: New Report](#)

HQO: [Quality Improvement Plans Having an Impact](#)

Crossing

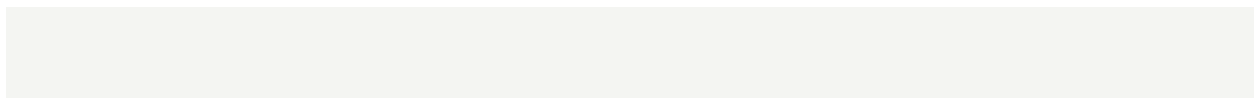
Borders: Wins national Ken Spencer Award for innovation in education. Congratulations!

Like

Tweet

Share

Forward





FOR IMMEDIATE RELEASE
May 16, 2017

MPP Pettapiece launches petition to save long-term care beds

(Queen's Park) – Hillside Manor, a long-term care home near Sebringville, is slated to close in a few years. If the government approves a proposal to transfer 38 of the home's 90 beds to London, it would become more difficult to access long-term care beds in our area.

"We have already lost long-term care beds," said Perth-Wellington MPP Randy Pettapiece. "Losing even more beds would be devastating, and we don't have to sit back and accept it."

Today the MPP launched a petition calling on the provincial government to reject any proposal to eliminate beds in Perth-Wellington. It also calls for increased investment in local long-term care facilities to accommodate our growing number of seniors and their needs.

"If we're going to stop the loss of our long-term care beds, we need to get the government's attention. That's why we need to start signing this petition," Pettapiece explained.

The petition notes that many long-term care bed licenses are set to expire in the coming years, and homes will require significant investment to be allowed to stay open.

"This issue is larger than one facility. It concerns every community in Perth-Wellington," Pettapiece added.

Since the Hillside closure was announced, Pettapiece requested information from the South West Local Health Integration Network (LHIN); he spoke directly with Hillside Manor's executive director to offer support for staff and residents; he discussed the matter with senior staff members of the Minister of Health; and he wrote directly to the minister for details on the consultation process.

He has yet to see a response from the government.

In the government's 2017 provincial budget, page 38 states: "Growth in the demand for [long-term care] beds continues to outpace existing supply. The Province will undertake planning and modernize its approach to provide better services to seniors who require long-term care."

"The government knows this is a problem," Pettapiece said. "They shouldn't even consider making it worse."

Pettapiece's petition is available on his website: www.pettapiece.ca/petitions. Constituents can also pick up copies at his office, or call 1-800-461-9701 to have a petition mailed to them.

Completed petitions can be returned in their original form to Pettapiece's constituency office: 55 Lorne Avenue East, Unit 2, Stratford, Ontario, N5A 6S4.

- 30 -

Attached: Copy of petition

Randy Pettapiece, MPP | 519-272-0660 | www.pettapiece.ca

Petition to Save Local Long-Term Care Beds

To the Legislative Assembly of Ontario:

Whereas: Seniors and their families need long-term care beds and high-quality care in their community; and

Whereas: Across Ontario, the number of people waiting for long-term care is expected to spike to nearly 48,000 in the next six years; and

Whereas: Hillside Manor, a local long-term care home, is set to close, resulting in a devastating loss of 90 beds; and

Whereas: The government is using the upcoming closure as reason to consider moving at least 38 of Hillside Manor's 90 beds out of our area;

Whereas: Perth-Wellington has already lost long-term local care beds with no commitment from the government to replace them; and

Whereas: Many more long-term care bed licenses are set to expire in the coming years, and will require significant investment to be allowed to stay open;

Therefore: We the undersigned, petition the Legislative Assembly as follows: That the Minister of Health and Long-Term Care be asked to *reject* any proposal to reduce the number of long-term care beds in Perth-Wellington, and to *increase* investment in local long-term care facilities to accommodate our growing number of seniors and their needs.

NAME (Printed)	MAILING ADDRESS	EMAIL	SIGNATURE

Please return ***original*** signed petitions (no copies) to:

Randy Pettapiece, MPP Perth-Wellington • 55 Lorne Avenue East, Unit 2 • Stratford ON N5A 6S4



Randy Pettapiece, MPP
Perth-Wellington

Queen's Park
Toronto, Ontario

April 26, 2017

Hon. Eric Hoskins, MPP
Minister of Health and Long-Term Care
10th Floor, Hepburn Block
80 Grosvenor St
Toronto ON M7A 2C4

Dear Minister:

Re: Closure of Hillside Manor and possible bed transfers to London

Last week it was reported that in a few years, Hillside Manor, a long-term care home near Sebringville, will close its doors. To affected employees, residents and their families, this was extremely upsetting news. People have contacted my office in significant numbers to voice concern. I share their concerns, and I am writing to bring them to your direct attention. We also need clarification on your government's next steps.

Since the announcement, I have requested information from the South West Local Health Integration Network (LHIN) concerning the closure and its implications for long-term care in our area. I have also spoken directly with Hillside Manor's executive director to offer my support for staff and residents. Lastly, on April 21, I spoke with senior staff members from your office.

It is my understanding based on media reports that you are now considering a proposal to transfer 38 of Hillside Manor's 90 beds to London (and that the remainder would apparently be redistributed to other homes in our area). Is this the case? In my conversation with your staff, they assured me of three things: that nothing has been approved to this point; that public consultations are required before a bed license transfer can take place; and that this proposal is currently "under review."

My position is clear: any proposal to transfer beds out of our area should be rejected outright. We understand that Hillside Manor is a private facility. We also understand the need to upgrade ageing long-term care homes that do not meet certain standards. Nevertheless, Hillside Manor's closure must not become an excuse to take beds out of our area. This outcome would be unacceptable to my constituents and to me.

.../2



We need to know more about your government's review process as it concerns Hillside Manor. Our questions include the following:

- Why your government accepted the application to consider the bed transfer;
- Detailed information on your government's process to evaluate it, including timelines;
- Who will be responsible for conducting the public consultations;
- How consultations will be structured and organized;
- When and where information on consultations will be published;
- A timeline for your decision on the Hillside Manor proposal;
- On an historical basis, the number of operator project proposals to transfer beds that you have approved and rejected.


Communication, I believe, was lacking in this instance. When a proposal to transfer beds comes to the government, it should be up to your government—not private operators—to explain the government's process. Local municipalities and MPPs' offices should also be proactively informed. In this case, the only information I received was a letter from the operator, which made no mention of these key questions, or the number of beds slated for transfer or redistribution. Again, this should have been the ministry's priority and responsibility.

We in Perth-Wellington have already lost long-term care beds in Stratford and Harriston, and other homes face uncertain futures. Additional licenses are set to expire in the coming years. Without the necessary investment from the province, I am told that many will be unable to make the upgrades the government requires them to make to stay open.

That puts our area at risk of even more bed losses—despite our larger-than-average share of senior citizens. Across Ontario, I understand the number of people waiting for long-term care is expected to spike to nearly 48,000 in the next six years. We need you to help re-establish the beds we have already lost, and to ensure there will be no further licensed long-term care bed losses in Perth-Wellington.

We look forward to your response.

Sincerely,


Randy Pettapiece, MPP
Perth-Wellington

c: Jeff Yurek, MPP
Bill Walker, MPP
Lori Van Opstal, Interim Board Chair, South West LHIN
Michael Barrett, CEO, South West LHIN
Joan Fisk, Chair, Waterloo Wellington LHIN
Bruce Lauckner, CEO, Waterloo Wellington LHIN
Thomas G. Wellner, President and CEO, Revera Inc.
Wendy Gilmour, Senior Vice President, Long Term Care, Revera Inc.
Jackie Fritzley, Executive Director, Hillside Manor
Municipalities in Perth-Wellington

Summer — not on the calendar, but definitely on the thermometer — is forecast to debut Wednesday, with temperatures expected to hit 29 C — even higher, if you factor in what it will feel like with the Humidex reading.

The bad news is those warmer temperatures will be gone before this holiday long weekend.

"My recommendation is everyone should get out there and enjoy it," Environment Canada meteorologist Geoff Coulson said of the warm spell that will last to Friday, with forecast highs to end the workweek in the low 20s C.

Asked if this is a shotgun start to summer, Coulson is blunt: "The short answer is 'No.'"

The highs may seem out of the



DEREK RUTTAN/THE LONDON FREE PRESS

"We thought it was going to be much warmer," exclaimed Dakkota Kitchen, left, as she bundled up Tuesday at Port Stanley Beach with friends Bridget O'Brien and Brooke Jansen.

ordinary only because, well, May has sucked so far. The average daily temperature this month has been 7.3 C. Wednesday's usual seasonal value, meanwhile, is 20 C.

You can blame the jet stream for the grey, blah conditions we've had this month. That's the line separating cold air masses to the north from warmer air to the south. This spring,

May," he said, noting you have to go back to 2008 to find a comparable May. Back then, the average temperature for the month was 11.3 C.

When the long weekend arrives, it'll seem that much warmer.

According to the forecast, temperatures will rise into the high teens or low 20s over the weekend, with a chance of rain Saturday and Sunday.

Coulson says one of his weather models indicates a warmer-than-usual June; a second model now calls for a seasonal June. The good news is there is no model predicting a colder June than normal, Coulson said.

He suggests gardening enthusiasts hold off on spring planting this weekend and wait a week or so. *London Free Press*

'We just represent the citizens of this town'

HOSPICE from A1

With the support of Stratford behind them, Werner and Fontana used that momentum to garner financial support from almost every group, club and municipality they approached, excluding the Town of St. Marys and Perth County council.

"Really, the way we see this is, we just represent the citizens of this town who have been willing to work for the last four years to bring this project forward. The most important thing is, that really, the important citizens are those who are going drive this forward. When you say we are the Citizens of the Year, the true Citizens of the Year are the people of Perth County who are now going to support this project as it moves ahead," Werner said.

In all, the hospice foundation has thus far managed to raise a quarter of its \$6.5-million goal, which is pretty

impressive considering the foundation's capital campaign has only just begun.

And now that, as of February, the Southwest LHIN has officially given the go-ahead for the construction of a residential hospice in Stratford, the truly rewarding and exciting work is just beginning for the foundation.

"I would say the most important part for me was actually seeing the first plans and layouts for the building — that was really exciting," Fontana said. "It's so much fun just to see the concrete view of what we can have."

Although the LHIN's suggested timeframe for the project would have the Stratford hospice open by March 2018, Werner and Fontana know there is quite a bit to accomplish between then and now. Yet regardless of the work that still needs to be done, both co-chairs are

confident the hospice will be ready to receive patients from Stratford and the surrounding county as soon as humanly possible.

As part of the honour, Werner, Fontana and their guests will be

enjoying an evening that begins with fine dining at The Bruce restaurant and culminates with the Stratford Festival's opening-night performance of Twelfth Night.

gsimmons@postmedia.com

Notice of Public Consultation on the Transfer of Beds from Hillside Manor in Stratford

The Ministry of Health and Long-Term Care (MOHLTC) is reviewing the proposed transfer of up to 50 beds from Hillside Manor, a 90-bed long-term care home located at Highway 8, 5066 Perth East Line 34, R.R. #5 in Stratford, Ontario, to a Replacement Home to be developed in the City of London, Ontario. If approved, the 50 beds would form part of a 128-bed licence for the Replacement Home with a term of up to 30 years issued to Revera Long Term Care Inc. (the "Licensee"), subject to all applicable requirements and conditions.

In accordance with the *Long-Term Care Homes Act, 2007*, public opinion is being sought prior to a final decision being made relating to this matter. If you have comments or opinions and would like to bring them to the attention of the MOHLTC, you may:

1. Submit them in writing by **June 20, 2017** to:

Director under the *Long-Term Care Homes Act, 2007*
Ministry of Health and Long-Term Care
Licensing and Policy Branch
1075 Bay Street, 11th Floor
Toronto, ON M5S 2B1
e-mail: LTCHomes.Licensing@ontario.ca
fax: 416-327-7603

- OR -

2. Present them orally at a public meeting, to be held on **Tuesday, June 20, 2017** from 12:30 p.m. to 1:30 p.m. at the Mitchell Community Centre, Morenz Room, 185 Wellington Street, Mitchell, Ontario.

Please include the name of the long-term care home and quote Project #18-014 on all written submissions.

The Director will consider all written and oral submissions before making a final decision relating to this matter.



Chris Evans, Broker

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(fax) 613-678-3363

May 16, 2017

The Honourable Kathleen O. Wynne
Premier of Ontario
Main Legislative Building – Room 281
Queen's Park
Toronto, ON M7A 1A1

Dear Premier,

RE: Champlain Township – Not a Willing Host for Wind Turbines

I am writing to advise that Champlain Township Council declared that it is not a willing host for wind turbines at its meeting of May 9, 2017.

At the same meeting, Champlain Township Council resolved to endorse the Municipality of Dutton Dunwich's Resolution No. 2017-06-27, supporting Sam Oosterhoff, MPP for Niagara-West Glanbrook's Private Member's Bill proposing the government halt all wind power approvals in unwilling host communities.

A copy of resolutions 2017-202 and 2017-207 are attached.

Council respectfully requests your consideration of its position.

Yours sincerely,

A handwritten signature in blue ink, reading "Alison Collard".

Alison Collard
Clerk

cc: The Honourable Glen Murray, Minister of the Environment and Climate Change
The Honourable Glen Thibeault, Minister of Energy
The Honourable Jeff Leal, Minister of Agriculture, Food and Rural Affairs
Grant Crack, M.P.P., Glengarry-Prescott-Russell
Sam Oosterhoff, M.P.P., Niagara-West Glanbrook
Ontario Municipalities by email

Attach.



TOWNSHIP OF CHAMPLAIN

RESOLUTION

Agenda Number: 13.7

Resolution Number 2017-202

Title: Dutton Dunwich - Support for Private Member's Bill - Wind Turbines

Date: May 9, 2017

Moved By: Pierre Perreault

Seconded By: Paul Emile Duval

BE IT RESOLVED THAT the Resolution of the Municipality of Dutton Dunwich No. 2017-06-27, supporting the Private Member's Bill of Sam Oosterhoff, MPP for Niagara-West Glanbrook proposing the government halt all wind power approvals in unwilling host communities, be endorsed.

CARRIED

Certified True Copy of Resolution

Alison Collard May 15, 2017

Alison Collard, Clerk

Date:



TOWNSHIP OF CHAMPLAIN

RESOLUTION

Agenda Number: 14.0
Resolution Number 2017-207
Title: CORRESPONDENCE (pour information)
Date: May 9, 2017

Moved By: Paul Emile Duval
Seconded By: Helen MacLeod

BE IT RESOLVED THAT the Township of Champlain declares that it is not a willing host for wind turbines;

BE IT FURTHER RESOLVED THAT this resolution be circulated to Premier Kathleen Wynne, as well as to the Minister of Environment and Climate Change, the Minister of Energy, the Minister of Agriculture, Food & Rural Affairs and to all Ontario municipalities for their support and endorsement.

CARRIED

Certified True Copy of Resolution

Alison Collard May 15, 2017

Alison Collard, Clerk

Date:



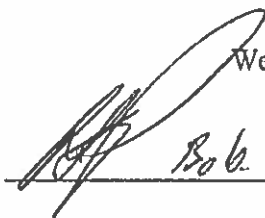
COUNCIL RESOLUTION

#27

Res: 2017- 06.27

Wednesday April 12th, 2017

Moved by:

 Bob

Seconded by:

 Fleck

THAT the Council of the Municipality of Dutton Dunwich supports the Private Member's Bill of Sam Oosterhoff, MPP for Niagara-West Glanbrook proposing the government halt all wind power approvals in unwilling host communities.

AND THAT a copy of this resolution be sent to Honourable Kathleen Wynne, Premier of Ontario, the Honourable Minister of Energy Glenn Thibeault, Elgin-Middlesex-London MP Karen Vecchio, Elgin-Middlesex-London MPP Jeff Yurek, AMO and all Ontario Municipalities.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
I. Fleck	—	—
D. McKillop	—	—
M. Hentz	—	—
B. Purcell	—	—
C. McWilliam - Mayor	—	—

Carried:


Mayor

Defeated:

Mayor

Perth Office

59 Lorne Avenue East, Unit A
Stratford, Ontario N5A 6S4
Tel: 519-273-1400
Fax: 519-273-9045

Wellington Office

39 Elora Street South, Unit 1
P.O. Box 464
Harriston, Ontario N0G 1Z0
Tel: 519-338-3589
Fax: 519-338-5615



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

John Nater

Member of Parliament
Perth—Wellington

Ottawa Office

House of Commons
Ottawa, Ontario K1A 0A6
Tel: 613-992-6124
Fax: 613-998-7902

Online

E-Mail: John.Nater@parl.gc.ca
Website: johnnater.ca

May 8, 2017

Bill White, CAO/Clerk
5941 Highway 89
Harriston, ON N0G 1Z0

Dear Town of Minto Council:

Bill C-45, the *Cannabis Act*, was recently tabled in the House of Commons. As elected officials in our communities, I am seeking your feedback on this legislation.

Personally, I have reservations concerning Bill C-45 including the lack of consideration the Federal Government has given to the recommendations its own Marijuana Task Force put forward last November. For instance, the task force acknowledged that police do not have the tools to keep our streets safe from an increase in drug impaired driving. I am also concerned that the *Cannabis Act* appears to “download” many costs to municipalities.

Bill C-45 does not outline the role which municipalities will be required to assume under this new legal framework, even though the Marijuana Task Force recognized the essential role municipalities will play in keeping this drug out of the hands of our children. Bill C-45 does not provide any guidance on how municipalities are to develop licensing and by-law regulations concerning cannabis.

The Marijuana Task Force also recommended the federal government work with municipalities to address the challenges “grow operations” pose to neighbours, landlords and communities. Bill C-45 does not speak to these concerns but instead allows an individual over the age of 18 to have four marijuana plants, up to 1 metre in height, in a residential dwelling. This legislation ignores the potential fire and other hazards associated with growing marijuana in a residential dwelling.

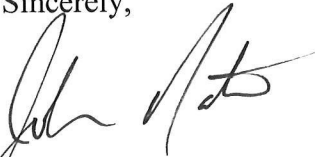
...2/

The federal government has lauded the potential tax revenues the legalisation of cannabis will generate. Certainly, municipalities will want assurances that there will be a fair and consistent cost-sharing agreement between all three levels of government, especially considering municipalities will have to shoulder some of the costs associated with the implementation of Bill C-45.

The Parliamentary Budgetary Officer has found “the government may have little fiscal space to apply tax without pushing the legal cannabis price significantly above the illegal market price.” In the Province of Ontario the federal government will not be able to charge more than the standard HST, which means it is unlikely municipalities will see any additional tax revenue despite an increase in licensing costs.

I welcome your feedback on this legislation. Please do not hesitate to contact me if you have any further questions.

Sincerely,

A handwritten signature in black ink, appearing to be 'John Nater', written over a horizontal line.

John Nater, M.P.
Perth—Wellington



Legal and Clerks Services

Office of the City Clerk
PO Box 3012, 50 Church Street
St. Catharines, ON L2R 7C2

Phone: 905.688.5600
Fax: 905.682.3631
TTY: 905.688.4TTY (4889)

May 18, 2017

The Right Honourable Justin Trudeau Sent via email: justin.trudeau@parl.gc.ca
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Re: Resolution – Canada’s 150th Birthday – Request to Waive Taxes Our File No. 35.11.2

Please be advised that the Council of the City of St. Catharines, at its regular meeting held on May 8, 2017, gave consideration to a motion from the Township of Adjala - Tosorontio, with regard to their request to waive the taxes payable on purchase of a Canadian flag or Canada 150th Anniversary flag.

The Mayor and Members of Council passed the following motion, Moved by Councillor Britton:

“That Council support the resolution from the Township of Adjala – Tosorontio, regarding the waiving of taxes on the purchase of a Canadian flag or Canada 150 Anniversary Flag for Canada’s 150th Birthday, and forward our support to the Government of Canada and back to the originating township; and

That staff contact all Niagara MP’s to inquire if their offices provide flags to residents for free; and

That all Canadian Flags are made in Canada. FORTHWITH”

Should you have any questions, please do not hesitate to contact me at extension 1506.

Bonnie Nistico-Dunk

cc Township of Adjala-Tosorontio (email)
Hon. Kathleen Wynne, Premier (email)
Ontario Municipalities (email)

RECEIVED MAY 15 2017

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 612-20

April 27, 2017

Mayor/Reeve and Clerk/CAO,

As a follow-up to the letter from June 1, 2016, I am pleased to inform you of the progress Municipal Policing Bureau has made on the projects listed in that letter.

In addition, I am presenting you with the 2017 Municipal Policing Bureau Calendar which contains useful information regarding OPP municipal policing. The electronic version will be also available on the Municipal Policing Bureau webpage located on the www.OPP.ca website (enter "Municipal Policing" in the search box).

Annual Billing Statement Review Webinar

In October 2017, our Bureau will be organizing a webinar on the 2018 Annual Billing Statements, which will be issued to municipalities in September. During the Webinar, participants will be provided with additional information and explanations on their Annual Billing Statements and will have an opportunity to ask any questions.

Municipal Policing Bureau Twitter account [@OPP Mun Pol](https://twitter.com/OPP_Mun_Pol)

In 2016, Municipal Policing Bureau launched our very own Twitter account to provide municipalities, like yours, with an opportunity to stay up-to-date with Municipal Policing Bureau initiatives and announcements. If you or your municipality does not have a Twitter account, you can set one up on your desktop or your mobile device and start following us at [@OPP Mun Pol](https://twitter.com/OPP_Mun_Pol). For additional information on how to sign up with Twitter, please visit [Twitter Support Page](#). Alternatively, you may enter @OPP_Mun_Pol in your search browser (i.e. Google Chrome, Firefox or Internet Explorer).

Redesign of the www.OPP.ca

With the recent redesign of the OPP website, our Bureau will continue to upload materials which will help in providing a detailed explanation on the billing model, the contract proposal process and policing costs in general. Please take the time to review the Municipal Policing Bureau page of the website. In addition, we will notify our Twitter followers once new materials are uploaded on our website.

Posting of the estimated 2015-2017 OPP municipal policing costs on www.OPP.ca

Based on feedback received from many municipalities, and keeping with our renewed commitment to educate, inform, and be transparent on OPP municipal policing billing practices, we have updated the 2015-2016 policing costs spreadsheet with 2017 estimates for all 323 OPP billed municipalities.

The OPP Contract Proposal Process

As you are aware, the Ministry of Community Safety and Correctional Services lifted the moratorium for costings on November 1, 2015. Since then, the OPP has started providing contract proposals as requested. There are currently 10 municipalities in the queue for OPP contract proposals. We have provided OPP contract proposal presentations to five of those communities so far and are expecting responses from those municipalities in the coming

weeks and months. The contract proposal process was designed not to affect the costs of current OPP policed municipalities. A detailed [Information Manual](#) which provides more information on the OPP contract proposal/amalgamation process can be found on our page of www.opp.ca. An updated version will be posted soon.

Calls for Service Billing Summary Report

Municipal Policing Bureau recently launched the Calls for Service (CFS) Billing Summary Report. This report is different from the Police Services Board Report that is presented to your Police Services Board by the Detachment Commander. It is designed to help you understand the CFS that drive this portion of your billing statement. If you have not seen it by now, your local civilian governance body likely has, and is available to you from your local OPP Detachment Commander. This will ensure timely information to municipalities and civilian governance bodies pertaining to the “billable” CFS in their municipality. In keeping with our philosophy of continuous improvement, we, at Municipal Policing Bureau, would like your thoughts and ideas on this particular report and what we can do to make it more relevant to you. .

Municipal portal initiative

We are currently at the evaluation stage for creating a communication portal with all 323 municipalities policed by the OPP. The ability to communicate regularly and in a timely manner with such a large number of clients using conventional means, like regular mail, has its limitations. In keeping with the OPP’s drive to innovate and be more efficient, my intention is to develop an online correspondence delivery system that allows all of us to communicate with you in a more efficient and effective way.

This online portal will have individual municipal access and serve as a delivery mechanism for all correspondence with municipalities, like yours, going forward (i.e. annual billing statements, letters, reminders etc).

Please send us your feedback on these new initiatives by email at OPP.MunicipalPolicing@opp.ca. We look forward to hearing from your municipality on these initiatives and our fruitful collaboration in the future.

The OPP is committed to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario.

Thank you again.

Sincerely,

M.M.(Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

Email OPP.MunicipalPolicing@opp.ca
Twitter [@OPP_Mun_Pol](#)

/nv

**Ministry of
Municipal Affairs**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel. 416-585-7000
Fax 416-585-6470

**Ministère des
Affaires municipales**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. 416-585-7000
Télé. 416-585-6470



MAY 18 2017

17-73298

Mr. Bill White
Chief Administrative Officer/Clerk
Town of Minto
5941 Highway 89
Harriston ON N0G 1Z0

Dear Mr. White:

Thank you for bringing the Town of Minto's report on Bill 68, Modernizing Ontario's Municipal Legislation, 2016 to my attention. I appreciate you taking the time to share Minto's views, specifically concerning the Bill's proposals regarding climate change and local integrity commissioners.

Through Bill 68 we have proposed updates to municipal legislation that would, if passed, make local government more transparent, accountable and effective for communities in all parts of our province.

These proposed reforms are the result of extensive consultations with our municipal partners and I would like to thank Minto for its contribution during the consultation phase of the review.

Once again, thank you for sharing Minto's report. Please accept my best wishes.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Mauro'.

Bill Mauro
Minister

c: Randy Pettapiece, MPP
Perth – Wellington

COUNCIL CORRESPONDENCE

**Ministry of
Municipal Affairs**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

**Ministère des
Affaires municipales**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Téléc. : 416 585-6470



17-73292

MAY 23 2017

Mr. Bill White
Chief Administrative Officer / Clerk
Town of Minto
5941 Highway #89
Hariston ON N0G 1Z0

Dear Mr. White:

Mr. Randy Pettapiece, MPP Perth-Wellington, has forwarded to me a copy of the Town of Minto Council's motion opposing proposed changes to the 2012 Ontario Building Code, which would have implemented a five-year mandatory pump out of septic tanks.

I am informing you that the Ministry of Municipal Affairs will not be moving forward with the proposals requiring regular inspections, pumping out of septic tanks and keeping of the septic tanks and treatment units' maintenance records put forth in Phase One of the Building Code consultation.

The consultation process provided municipalities, industry, subject matter experts and members of the public with an opportunity to offer their input and views on the proposed changes. The Ministry welcomed the feedback and I was pleased with the frank responses with respect to septic systems.

I have always felt that there are sufficient protections in place to mitigate against septic system failures. Since 1997, there has been a requirement for owners of septic tanks and treatment units to clean out their systems when the working capacity is one-third full of sludge and scum. This will continue to be in effect.

I've heard from many of you on this issue and your comments on this proposal are very helpful, and I thank you for your input.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Mauro'.

Bill Mauro
Minister

c. Mr. Randy Pettapiece, MPP
Perth - Wellington

May 23, 2017

Members' Update - Changing Workplaces Final Report Released

Ontario Minister of Labour Kevin Flynn today released the Changing Workplaces Review final report this morning. This report recommends substantial legislative changes to the province's *Employment Standards Act* (ESA) and *Labour Relations Act* (LRA).

The Final Report - The Changing Workplaces Review - An Agenda for Workplace Rights - authored by Special Advisors C. Michael Mitchell and John C. Murray is massive at 419 pages and contains 173 recommendations that could have significant impacts on the workplaces throughout Ontario.

A key focus of this review is the treatment of employees who do not work full-time and may be considered to have precarious employment. This includes part-time, temporary, self-employment, and multiple job employment that has grown almost twice as fast as standard employment since 1997. While private sector services account for more than half of employment in Ontario, the remainder work in the broader public service, including municipal government who are significant employers throughout the province.

Highlights of the Report's recommendations that may be of interest to municipal employers includes:

- the *Employment Standards Act*, *Labour Relations Act* and the *Occupational Health and Safety Act* be combined and streamlined into a *Workplace Rights Act*
- part-time, casual, temporary, contract and seasonal employees be paid the same as comparable full-time employees
- personal emergency leave and bereavement leave apply for all employees, not only to those employed in workplaces of 50 or more employees, and further
 - bereavement leave be an independent leave for up to 3 unpaid days
 - personal emergency leaves are an independent annual entitlement of 7 days
- employers be required to pay for doctor's notes if request from an employee
- vacation entitlement be increased to 3 weeks per year after 5 years of employment with the same employer

- the current ESA exemption for interns and trainees be eliminated
- the secret ballot vote process for union certification to continue with new remedies for employer misconduct
- if a union has approximately 20% support of the potential bargaining unit then the organizing union can be provided with the personal contact information of the employees of the potential bargaining unit by the employer to enable organizing
- increased enforcement and educational activities by the Ministry of Labour.

We understand that the provincial government has reviewed the Final Report's numerous recommendations, and will be announcing their formal response within the next week.

In anticipation of the Changing Workplace Final Report, AMO has established a Task Force of members and HR experts who will assist in considering the Province's formal response (once released) to these recommendations and providing advice to the AMO Board. AMO will continue to keep you updated on this significant employers' issue.

The Changing Workplaces' recommendations adopted by the Ontario government will be discussed at our upcoming September 22nd Labour Relations symposium.

AMO Contact: Monika Turner, AMO Director of Policy,
mturner@amo.on.ca 416.971.9856

CORPORATION OF THE MUNICIPALITY OF CALVIN
Resolution

DATE: May 23, 2017

NO. 2017-090

MOVED BY

Greg Acheson

SECONDED BY

Anna Edwards

WHEREAS the Council of the Corporation of the Municipality of Calvin hereby supports the Township of North Frontenac Municipal Council Resolution #222-17 dated May 1, 2017 which reads;

WHEREAS Council passed Resolution #180-17 approving Councillor Hermer's Notice of Motion be brought forward at the April 28, 2017 Council Meeting regarding Hydro Rates including the 25% reduction not being applicable to seasonal residents, delivery charges, etc.;

AND WHEREAS the government has reduced Hydro One consumers' delivery charges by 17% with an additional 8% HST to Ontario Residents;

AND WHEREAS due to unreasonable requirements for reduction most seasonal residents do not qualify for the reduction;

AND WHEREAS all consumers residing within a native reserve are exempt from the delivery charges;

NOW THEREFORE BE IT resolved that the Municipality of Calvin supports the Township of North Frontenac to respectfully request that in the name of fairness and equality, these charges be removed from all Hydro One customers billing;

AND THAT a copy of this resolution be provided to the Premier of Ontario, the Minister of Energy; all Municipalities within the Province.

CARRIED

Wayne B.

DIVISION VOTE

Certified true copy

NAME OF MEMBER OF COUNCIL

YEAS

NAYS

Synda Kruess
Clerk Treasurer
Municipality of Calvin

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY



390 HIGHWAY 94, CORBEIL, ONTARIO P0H 1K0
TEL.: (705) 752-2740 FAX.: (705) 752-2452
Email: municipality@eastferris.ca

REGULAR COUNCIL MEETING

HELD

May 23rd, 2017

No. 2017-174

Moved by Councillor Champagne

Seconded by Councillor Rochefort

THAT Council for the Municipality of East Ferris supports the letter from Cheryl Gallant, Member of Parliament regarding the Trudeau Liberals removing the tax-exempt portion of remuneration paid to local officials from their 2017 Federal Deficit Budget;

AND FURTHER that copies of this resolution be forwarded to Premier of Ontario, Kathleen Wynne, Local MP, Anthony Rota and Ontario municipalities.

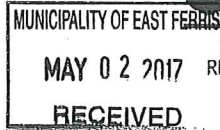
Carried Mayor Vrebosch

CERTIFIED to be a true copy of
Resolution No. 2017-174 passed by the
Council of the Municipality of East Ferris
on the 23rd, day of May, 2017.

Monica L. Hawkins, AMCT
Clerk



**CHERYL
GALLANT**



YOUR MEMBER OF PARLIAMENT
RENFREW-NIPISSING-PEMBROKE
www.cherylgallant.com

April 12th, 2017

Clerk-Treasurer
East Ferris Township
390 Highway 94
Corbeil, Ontario, POH 1K0

Dear Clerk-Treasurer,

As you may be aware, the 2017 Federal Deficit Budget raises personal taxes by targeting all municipal politicians, school board trustees, and elected members of municipal utilities boards, commissions, and corporations.

On Page 208 of the budget, the Trudeau Liberals removed the tax-exempt portion of remuneration paid to local officials.

Introduced in 1947 under the federal *Income Tax Act*, the purpose of the one-third tax-free expense allowance was to provide "an allowance for expenses incidental to the discharge of the person's duties as an elected officer."

Unlike some elected officials in cities who receive office budgets, car and expense allowances as well as six-digit salaries, this is not the case with most municipal politicians I know, with a majority of our councillors receiving a base salary of less than \$20,000.

As it was described to me by a local Mayor about this tax grab:

"Most municipal Council members in rural areas are already very poorly compensated for the work they do in their communities. As Mayor my hourly compensation is well below minimum wage. I make far less than any other municipal staff person working similar hours on behalf of the municipality. It is extremely difficult to attract good candidates into municipal politics now. Removing the 1/3 tax exemption on Council remuneration without compensating for that loss will make it nigh on impossible."

It is the expectation of debt-obsessed Ottawa that remuneration will be "grossed-up" (increasing the salary to offset the increased tax payment) so as not to impact the take-home pay received by a mayor and councillors. This in turn will boost individual tax bills for elected officials as well as costs to ratepayers, who are already struggling with increasing property taxes.

Rather than curbing the abuse of taxpayer money this tax grab claims to stop, by eliminating the tax-free provision, Municipalities will no longer be required to review their remuneration by law at a public meeting once during their four-year term.

Municipalities will now be forced to divert funds which would be spent on roads, bridges or clean water to reimbursing elected officials. This, along with the increased borrowing costs associated with the federal government's infrastructure bank scheme, will place increased pressure to raise property taxes, making home ownership more unaffordable.

This tax grab is an unfair burden on Canadian Municipalities and local ratepayers. The Trudeau Liberals need to be told their spending problem cannot be solved on the backs of home owners struggling to make ends meet.

Sincerely,

Cheryl Gallant, M.P.
Renfrew—Nipissing—Pembroke
CG:sf



From: AMO Communications [<mailto:communicate@amo.on.ca>]
Sent: May-09-17 4:26 PM
To: Bill White
Subject: AMO Policy Update - Several Important Amendments to Bill 68 Achieved

May 9, 2017

Several Important Amendments to Bill 68 Achieved

Bill 68 - *Modernizing Municipal Legislation Act* affects the *Municipal Act*, *Municipal Conflict of Interest Act*, and *Municipal Elections Act*, among other Acts.

A number of changes are made to the Bill in response to our advice and others. The Bill has been ordered for Third Reading and its passage could be before the Legislature rises on June 1.

A redline version of the amended Bill is available from the legislative website at http://www.ontla.on.ca/bills/bills-files/41_Parliament/Session2/b068rep_e.pdf.

The following are highlights of some of the key amendments to the Bill:

Integrity Commissioner (IC) Regime

- "Any person" is changed to "an elector or a person demonstrably acting in the public interest". The definition is applied to the Code of Conduct and making an application to a judge related to an alleged contravention of the *Municipal Conflict of Interest Act*. The definition is broader than we had requested but narrower than "any person".
- The ability for an IC to undertake an inquiry based on their 'own motion' was deleted. This reflects the advice of AMO and many ICs.
- Sections are added which outline what happens to inquiries in terms of a regular election. It directs termination of an investigation related to a Code of Conduct or under the *Municipal Conflict of Interest Act* where the investigation is either not completed prior to the nomination date or if a request is submitted during a regular election. This does not prevent a complainant or member of council or local board who was the subject of a complaint that did not proceed from making a written request after the election to commence an investigation. A request cannot occur earlier than six weeks after the election. The provincial legislature has rules that apply during the Writ period. AMO felt that similar rules should apply in municipal elections.

- A provision is added to indemnify an IC, which means that the costs related to the defence of a proceeding related to the work of an IC, is covered by the municipal government.

Meetings

- The discretionary authority to use electronic methods for meetings was retained but it was clarified that anyone participating electronically cannot participate in a closed meeting item. This is in addition to the provision that a person participating electronically cannot count for quorum. Councils will need to consider the use of electronic meetings and change their procedure bylaws where needed.
- An amendment clarifies that there cannot be multiple alternates from a lower-tier council for upper-tier meetings where the upper-tier member cannot attend. The alternate member is to be for the term of the council unless the alternate's seat is vacated. There is no alternate for head of council that sits on the upper-tier municipal government.

Municipal Election Act

- The Bill's change to the term of Council of November 15 will start in 2022. The upcoming election term is December 1 to November 14, 2022. The delay in changing the term recognizes that in some municipal governments there are employment contracts with councillors' staff and a change for the 2018 municipal election would have implications for those agreements.
- The requirement for a nomination form to be signed by at least 25 persons is altered to not apply in a municipality if the number of electors in the previous election is less than the prescribed number.

The Act has different commencement dates for different sections. Some take effect upon Royal Assent of the Bill and others by the Lieutenant Governor at a future date. Here's a link to the various sections of the Bill and their effective dates: [Bill 68 Commencement Dates by Schedule](#).

Councils will need to adopt and maintain policies on:

- Codes of Conduct (effective date to be determined and there is a related Ministerial regulation that is to identify the subject matters for Codes of Conduct for councils and local boards)
- protection and enhancement of tree canopy and natural vegetation in the municipality (effective date to be determined by Lieutenant Governor)

- pregnancy and parental leaves of council members (effective date to be determined)
- Council-Municipal employee relations (effective date to be determined).

The closed meeting investigator system took a year to put in place. The IC regime is more complex, involving hiring of an IC, establishing a budget, administrative system and a Code of Conduct, as well as education for both councils and all of the local boards. AMO is advocating for a longer rather than shorter time period before the IC regime is enacted as a mandatory accountability process.

We will also need to await regulations related to authorized investments and prudent investor rules before municipal governments can use the latter. The One Fund (a pooled investment fund operated by AMO's Local Authority Services and Municipal Finance Officers Association's CHUMS) will provide additional information in the near future.

There are additional amendments to the Bill but mostly of a technical nature, clarifying language and intent.

Given the magnitude of changes to the transparency and accountability regime for municipal councils and officials, and local boards, AMO's Annual Conference will have a plenary session on Wednesday, August 16. AMO remains very concerned about how the integrity regime may affect the many citizens and business people who volunteer to local boards.

AMO Contact: Pat Vanini, Executive Director, E-Mail: pvanini@amo.on.ca, 416.971.9856 ext. 316.

MOTION: COW 2017-066

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

THAT Council receives the C.A.O. Clerk's March 14, 2017 report regarding Bill 68 Modernizing Ontario's Municipal Legislation and that the following comments be sent to the Association of Municipalities, the Minister of Municipal Affairs and local MPP Randy Pettapiece:

That Town of Minto Council supports elements of Bill 68 that streamline, reduce costs, clarify rights and decrease bureaucracy such as improving the tax sale process, increasing municipal investment options, allowing for electronic meeting participation options, practical solutions to lower tier representation, election timing matters, and parental/pregnancy leave for councillors.

Town of Minto Council does not object to sections of Bill 68 Council to refinements around closed meetings except to the extent that new mandates and reporting to the Province may be required.

Town of Minto Council does not support sections of Bill 68 in the following areas:

- imposed mandates on climate change and tree policies since these are enshrined in Provincial policy and municipalities lead the way in environmental initiatives using autonomy currently in the Municipal Act;
- elements that decrease local autonomy and increase mandated oversight, reporting and bureaucracy such as imposing a requirement to retain an integrity commissioner
- mandating authority and responsibility to an integrity commissioner already incumbent upon staff, a Head of Council, individual members of Council and local boards, the Minister of Municipal Affairs staff and the Ombudsman.

Carried

June is Seniors Month in Ontario—It is the 33rd Annual Seniors Month in Ontario and this year's theme is "Living Your Best Life" we want to take a moment to acknowledge the countless way in which seniors contribute to their communities. Thank you to each and every one of you for all the ways that you make a positive difference

Harriston and District Horticultural Society—16th Annual Garden Festival June 3, 2017 8am to 2pm—held at the Harriston Community Centre Pavilion join in the fun at the largest garden festival with everything you need to make your garden the talk of the neighborhood. Master Gardeners will also be in attendance to provide advice. There will also be food and a terrific raffle

Congregate Dining Price Increase: The cost of the meal at the congregate dining programs has increased from \$10 to \$12 per person. Donna was so successful with her catering last year that she is now required to collect HST on her services. This increase covers the cost of the tax as well as allowing for an increase in food costs.

We hope that you feel, as we do, that the meal is still good value for money.

Caregiver Support Group Tuesday, June 6 via Telemedicine at Mount Forest Family Health Team, Minto Mapleton Family Health Team and the Minto Rural Health Centre 10-11:30a.m. 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

Living with Loss: Wednesday, June 7th Birmingham Retirement Community, Mount Forest @ 7-9 p.m. 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.

Tastes for Life: Thursday June 8th Mount Forest Pentecostal Church@ 11:30-1:30p.m.—this cooking program offers an opportunity to try different recipes, with ingredients you may have not cooked with before. Each month has a different theme, with a healthy twist, facilitated by Mount Forest Family Health Team dietitian, Sarah Pink. Please call 519.323.0255 ext. 5085. **FREE**

Cooking Class; Monday, June 12th, Harriston Legion @11:30-1:30 p.m. - Join Minto-Mapleton FHT dietitian, Jenny Harrison, at this hands on workshop, as you prepare healthy, delicious meals. This month's theme is "Meatless Mondays". Find out how to use plant-based proteins in everyday meals. Please ensure you register by calling the Family Health Team at 519.638.2110. **FREE**

Anxiety Dial it Down, Drayton Clinic Lower Level 6:30-8:30 pm- learn how to manage your anxiety and how to decrease your anxiety and panic attacks.

Art Workshop: Wednesday, June 14th Harriston Library @ 2:00pm- Donna Hirtle will bring out your artistic flair by helping in the painting of a large tulip on 8" X 10" canvas, cost is \$5.

Art Workshop: Wednesday, June 21st Palmerston Library @ 2:00pm- Donna Hirtle will bring out your artistic flair by helping in the painting of a large tulip on 8" X 10" canvas, the cost is \$5.

Cards and Games Afternoon Thursday, June 15th at CRNA building Palmerston @ 2p.m. - Cost is \$2

Euchre; Friday, June 16th Drayton Legion @ 7:30 p.m. – Cost is \$5 and everyone is welcome!

Computer Basics Friday June 16th Harriston Library 2pm - Never used a computer before and want to learn how? Join us for a basic introduction to computers and learn the skills you will need to operate a computer and navigate the internet. Please register for your one-on-one session. 519 338-2396

Friendship Circle; each Tuesday Mount Forest Pentecostal Church @ 10:30-11:30 a.m. -this coffee group takes place each Tuesday morning @ 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, June 20, is the Golden Hearts Luncheon, with speaker and delicious hot lunch. A good will offering is appreciated for the luncheon but the weekly coffee group is free of charge.

Seniors' Month Tea on Tuesday June 20th Drayton Reformed Church at 2 pm- all are welcome at this tea honouring the ongoing contributions that seniors make to their communities. Light refreshments will be served as well as entertainment

3D Printer Demonstration for seniors – June 23rd at 2pm at the Palmerston Library— Join Rosie and learn how to operate a 3D printer and all the things you can make. **Special Demonstration just for seniors**

Friendship Circle Wednesday June 28th, Palmerston United Church @ 10-11 a.m. - the coffee and the conversation flow with this group. This friendly group welcomes anyone who is interested in chatting while enjoying a cup of hot coffee or tea and a delicious cookie or two. **FREE**

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 \$12. Please register by calling 519-638-1000

Drayton Reformed Church Friday June 9th 12 p.m.: "Good Grief People"; join local author, Glynis Belec. Her new book is a collaborative effort by local authors who share their grief journey through short stories and poems. Copies of Glynis's books including "Good Grief People" will be available for purchase.

Palmerston United Church Wednesday June 14th 12 p.m "Musical Entertainment"; join Tonia-Joy Skipper as she performs your favourite songs. Enjoy a wonderful hot catered meal and then sit back and relax.

Clifford United Church Friday June 16th 12 p.m.: "What's all the Shouting About in Clifford?" Join local historian Peter Buhrow, as he shares some of the exciting events happening in Clifford to coincide with Canada's 150th Birthday. Stories and picture boards will be shared along with amusing stories.

Harriston Legion Wednesday June 28th 12 p.m "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.

Arthur United Church Thursday June 29th 12 p.m.: "Living with Purpose" Join Helen Murray as she shares her presentation on how we can bring more purpose into everything we do simply by being aware of what we are doing and why. Living with Purpose will bring more joy to all aspects of our lives. Copies of Helen's book will be 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!

Mon	Tue	Wed	Thu	Fri
<div> <div>  </div> <div> June 2017 </div> <div> SENIORS' CENTRE for EXCELLENCE </div> <div>  </div> </div>				
5 9:00Palmerston Walking –Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:00 Euchre -DUC 9:30 SMART Exercise - DRC 10:00 Line Dancing- Harriston Arena 10:00 Palmerston –CNRA Building 2:00Making the most of online Library Resources Drayton Library 6:30 Better Sleep Palmerston	6 Good Food Box Payment Due 9:00 Drayton Walking –PMD 9:00 SMART Exercise - PUC 10:00 SMART Exercise - PUC 10:00 Caregiver Support Group 10:30 Friendship Circle - MFPC 2:00 Tech Talk by appointment – Arthur Library—bring questions 3:15 SMART exercises-VON Mount Forest 7pm Pickleball—Harriston Arena \$2 per	7 9:00Palmerston Walking–Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:30 SMART Exercise - DRC 1:00 Games Afternoon- Mount Forest & District Sports Complex 2:00 Hooks & Needles Arthur Library 7:00 Bereavement Group– Birmingham Retirement Community	1 9:00 Palmerston Walking –Arena 10:00 Palmerston light Exercise CNRA bldg. with Fran 10:00 Coffee Morning Clifford Community Hall 1:30 Senior Euchre-Palmerston Legion 340 Daly Street 3:15 SMART exercises-Mount Forest	2 9:00 Palmerston Walking –Arena 9:00 Drayton Walking –PMD 9:00 Harriston Walking—Arena 9:00 SMART Exercise - PUC 9:30 Smart Exercises DRC 10:00 Smart Exercises –PUC 1:00 Bridge ASH 2:30 Carnegie Café: Canadian Trivia Challenge—Harriston Library
12 9:00Palmerston Walking –Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:00 Euchre -DUC 9:30 SMART Exercise - DRC 10:00 Line Dancing- Harriston Arena 11:30 Cooking Harriston Legion—Jenny 1:30 Scrabble Club Mt. Forest Library 6:30 Anxiety—Drug Free Tips to Decrease Anxiety—Drayton Clinic	13 Good Food Box Pick Up Day 9:00 Drayton Walking –PMD 9:00 SMART Exercise - PUC 10:00 SMART Exercise - PUC 10:30 Friendship Circle - Mount Forest Pentecostal—Church 3:15 SMART exercises-VON Mount Forest office 7pm Pickleball—Harriston Arena \$2 per person	14 9:00 Palmerston Walking Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:30 SMART Exercise - DRC 12:00 Palmerston Dining - Entertainment with Tonia– Joy 1:00 Games Afternoon—Mount Forest @ District Sports Complex 2:00 Art Workshop - Harriston Library with Donna– Oil Painting	15 9:00 Palmerston Walking 9:00 Drayton Walking –PMD 2:00 Cards and Games Afternoon- Palmerston CNRA Building 3:15 SMART exercises-VON Mount Forest 7pm Pickleball—Harriston Arena \$2 per person	16 9:00 Palmerston Walking –Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - PUC 9:30 SMART Exercise - DRC 10:00 SMART Exercise - PUC 12:00 Clifford Dining - Peter Buhrow Local Historian 2:00 Computer Basics Harriston Library—please register
19 9:00 Palmerston Walking 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:00 Euchre– Drayton United Church 9:30 SMART Exercise - DRC 1:00 Social Bridge-Mount Forest Legion 1:30 Euchre– Harriston Senior Building	20 9:00 Drayton Walking –PMD 9:00 SMART Exercise - PUC 10:00 SMART Exercise - PUC 10:30 Friendship Circle - MFPC 10:30 Golden Hearts Lunch - MFPC 2:00 Seniors' Month Tea celebration Drayton Reformed Church—all are welcome to attend 3:15 SMART exercises-VON SMART 7pm Pickleball—Harriston Arena \$2 per person	21 9:00 Palmerston Walking 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:30 SMART Exercise - DRC 1:00 Games Afternoon— Mount Forest & District Sports Complex 2:00 Art Workshop - Palmerston Library with Donna Hirtle— oil painting	22 9:00 Palmerston Walking - 9:00 Drayton Walking –PMD 10:00 Coffee Morning Clifford Community Hall all welcome 3:15 SMART exercises-VON Mount Forest 7pm Pickleball—Harriston Arena \$2 per 7:30 Euchre– St Mary Hall Mount Forest \$2.50 per person	23 9:00 Palmerston Walking –Arena 9:00 Harriston Walking—Arena 9:00 Drayton Walking –PMD 9:00 SMART Exercise - Palmerston United Church 9:30 SMART Exercise - Drayton Reformed Church 10:00 SMART Exercise - PUC 2:00 3D Printer Demonstration—Palmerston Library Special for Seniors
26 9:00Palmerston Walking –Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:30 SMART Exercise - DRC 1:00 Social Bridge-Mount Forest Legion 1:30 Euchre– Harriston Senior Building	27 9:00 Drayton Walking –PMD 9:00 SMART Exercise - Palmerston United Church 10:00 SMART Exercise - PUC 10:30 Friendship Circle –Mount Forest Pentecostal Church 3:15 SMART exercises-VON SMART Mount Forest office 7pm Pickleball—Harriston Arena \$2	28 9:00Palmerston Walking–Arena 9:00 Harriston Walking—Arena 9:00 SMART Exercise - CUC 9:30 SMART Exercise - DRC 10:00 Friendship Circle - PUC 12:00 Harriston Dining Sharing Short Stories with local authors 1:00 Games Afternoon Mount Forest & District Sports Complex	29 9:00 Palmerston Walking –Arena 9:00 Drayton Walking –PMD 3:15 SMART exercises-VON SMART 10:00 Coffee Morning Clifford Hall 12:00 Arthur Dining– Arthur United Church "Living with Purpose" with Helen Murray 7pm Pickleball—Harriston Arena \$2. per person	30 9:00 Palmerston Walking –Arena 9:00 Harriston Walking—Arena 9:00 Drayton Walking –PMD 9:00 SMART Exercise - PUC 9:30 SMART Exercise - DRC 10:00 SMART Exercise - PUC



CULTURAL ROUNDTABLE

Minutes of May 29, 2017

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The Cultural Roundtable held its regular meeting on Monday May 29, 2017 at the Town of Minto Office. Roundtable members in attendance were Chair Peggy Raftis, Councillor Jean Anderson, Caitlin Hall, Megan Raftis, Raïssa Rogers, Brooke McLean and John Cox. Members of staff present were Economic Development Manager Belinda Wick-Graham and Economic Development Assistant Taylor Keunen. Regrets were received from Councillor Mary Lou Colwell, Gordon Duff, Andrew Gowan and Mayor George Bridge.

Chair Peggy Raftis welcomed everyone and opened the meeting at 6:05 p.m.

The Committee reviewed the previous meeting minutes.

MOTION

Moved By: Brooke McLean Seconded By: Megan Raftis

THAT The Cultural Roundtable approve the minutes of the April 24, 2017 meeting.

CARRIED

The Committee reviewed the Minto Youth Action Council minutes from April 5, 2017 attached as Schedule "A". Megan informed the Committee that the MYAC Neon Dance on Friday May 6, 2017 was successful. She shared that on May 3, 2017 MYAC toured downtown Harriston and came up with ideas for the Amazing Race. Megan also noted that three MYAC members attended the Joint Economic Development meeting in Harriston on May 17, 2017 and heard speaker Doug Griffiths discuss his book, "13 Ways to Kill Your Community".

Keunen reported that the Northern Wellington Youth Connections Event (NWYCE), funded by the Workforce Planning Board of Waterloo Wellington Dufferin, was overall a success. She shared that Sunjay Nath, a motivational speaker, kicked off the event followed by a Wellington young professionals panel, lunch with leaders, and several sessions in the afternoon. Wick-Graham explained that during lunch, there was a list of questions that the Workforce Planning Board needed answered in order to give to the Ministry, as well as for the Youth Action Councils to use for their action planning; however, the results were less than ideal. She added that they would most likely be going into the schools and talking to students more one-on-one to receive more quality answers. Keunen added that a wrap up/debrief meeting would be taking place on Thursday June 1st, 2017.

MOTION

Moved By: Megan Raftis Seconded By: Raïssa Rogers

THAT The Cultural Roundtable approve the Minto Youth Action Council minutes from the May 3, 2017 meeting.

CARRIED

The Committee reviewed the Railway Heritage Museum Meeting minutes from April 5, 2017. These minutes are attached as Schedule "B". Wick-Graham reported that the landscape



CULTURAL ROUNDTABLE

Minutes of May 29, 2017

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architect was unable to attend the previous meeting and that she would be attending the next meeting on June 14, 2017. She informed the Committee that the UV filters and shelving were installed and that on June 10, 2017 there would be a Volunteer Open House taking place with a plaque presentation to Drs Carol and Viola Homuth. Wick-Graham shared that the County was carrying on with the newspaper digitization process with the Mount Forest Confederate; however she said that volunteers would be appreciated to help with the Harriston and Palmerston newspapers. She announced that the Committee would be working on cross-promotion with the Komoka Railway museum. Wick-Graham added that Kathryn Franck was hired to be the indoor museum student and would also help with the Farmers' Market. She added that the outdoor student had found summer employment in her field and would no longer be taking the museum position. Wick-Graham highlighted that teams for the Handcar Races on June 24, 2017 were off to a slow start and she encouraged the Committee to consider putting in a team or spreading the word.

MOTION

Moved By: Councillor Jean Anderson

Seconded By: Megan Raftis

THAT The Cultural Roundtable approve the Railway Heritage Museum Committee minutes from the May 10, 2017 meeting.

CARRIED

Wick-Graham reported that there were no further Community Event Development Fund applications. She suggested donating some of the funds to the Street Party and contacting the Harriston Kinsmen to put in an application to once again sponsor live music for the Street Party. Wick-Graham reminded the Committee that the Crossroads Church and Palmerston Lions Club applications had been approved. Peggy suggested making a Facebook post about the available funding and to send out another email. Keunen said that she would schedule a post and contact community groups once more.

Keunen said that planning had commenced for another SPARC Regional Hub meeting and another meeting was set for Saturday June 17, 2017 with Michael and Chris to attend. She shared that the RSVP deadline would be on June 9, 2017. Keunen shared that there had only been two RSVPs thus far and that if they were unable to gauge more interest in a Hub, they likely would not keep it going since they do not need another sole Minto Committee for this. Peggy Raftis suggested pressuring the RTO to receive more assistance.

Wick-Graham recapped Gord's report from the Culture Days information session in Waterloo that took place on May 3, 2017 attached as Schedule "C".

She reminded the Committee that the May 11th Community Groups event had been cancelled due to lack of response, and she proposed doing the presentation to all of the groups at the next Volunteer Appreciation Dinner in Minto. The Committee agreed that this would be a good idea and good opportunity to reach out to the groups. Peggy Raftis pointed out that although this would help make the community calendar and presentation easier to



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Minutes of May 29, 2017

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deliver to groups, this would mean that they would not be able to connect with groups about Culture Days this year. Anderson noted that she and Duff had been in contact about planning another astronomy night at her property, and she suggested picking apples, make-your-own-pie and having a cider press available during the day. Hall suggested having a bonfire with stories, along with musical entertainment and tying in the Native American culture and community. Wick-Graham explained the blanket game that she learned about at the Culture Grows Here Summit and suggested having that take place as one of the events. She also suggested using some of their Culture Days funds towards a larger event and bringing in artists and musicians for the day. Peggy Raftis pointed out that there could be insurance or liability issue with having it out at the Anderson's property and that it would be a good idea to explore this further. Wick-Graham said that she would discuss it with Duff and report back to the Committee at the next meeting.

Wick-Graham reminded the Committee that Savour in the Street would be taking place on August 12, 2017 at the Harriston Street party from 5:00 pm until 8:00 pm. She shared that Somer had found it difficult to book chefs for the event because of it taking place on a Saturday, so she came up with the idea of having a pig roast and having farmers and chefs prepare various side dishes. Wick-Graham asked Hall if the Syrians would still be interested in being a part of Savour in the Street. Hall said that the Committee should leave the Syrian's involvement for another event in a different format. Wick-Graham asked if Hall could give some of the Syrians a personal invitation to their upcoming events on behalf of the Cultural Roundtable. Peggy Raftis added that the Committee should ask the Syrian families what they would like to see in the community and asked Hall if she would invite them to a meeting in the future.

Wick-Graham recapped that she, Taylor, Gord, Peggy and Megan attended the Culture Grows Here Summit in Midland on Wednesday May 24 and Thursday May 25, 2017. She shared that the first day consisted solely of Public Art and that she connected with a Streets Alive in Orillia contact about potentially having a traveling exhibit – meaning that their past art pieces could be displayed in Minto for the summer season then returned if the Committee was interested. Wick-Graham pointed out that this could be helpful in the Ice Cream Cone and Train public art ideas for Harriston and Palmerston for next summer. She added that there was a Métis band performance, as well as a tour of Saint-Marie Among the Hurons and a speaker. Wick-Graham highlighted that on the Thursday there was a presentation from Museum Hack with the speaker travelling from New York City talking about how to interest and engage “millennial-minded individuals” with museums. She shared that the speaker came up with a fun activity to engage the audience in art. Wick-Graham added that the Cultural Coordinator from Kingston had revamped the city through various marketing and tourism strategies. She also highlighted that a duo from a company called Sans Façon presented on various public art projects around the world. Peggy Raftis added that the conference was very informative and worthwhile.



CULTURAL ROUNDTABLE

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Wick-Graham recapped that Doug Griffiths spoke at the Joint Economic Development meeting on May 17, 2017 to over 100 people. She informed the Committee that he had generously donated one of his books for each library in Minto. Raissa added that he had a lot of great points.

Wick-Graham shared that Paul Judge presented on May 9, 2017 at the Evangelical Church about tips and tricks for gardening and that it was very informative. She added that the co-op donated seeds to all in attendance. Hall asked where she could donate excess seedlings. Wick-Graham suggested the “share the harvest table” in the community gardens or messaging the plot renters.

Roundtable:

Jean Anderson highlighted that the annual Garden Festival would be taking place on Saturday June 3, 2017 and that it was looking to be a great event. She reminded the Committee to nominate people whose gardens were worthy of being recognized and several nominations were made.

Caitlin Hall shared that the Rural Romp on Saturday May 27, 2017 was a great success with over 120 people in attendance at reroot. She added that there would be a Local Food Fest taking place in Guelph at the Ignatius Jesuit Centre in the near future.

Megan Raftis announced that the Youth Theatre production script was almost completed and was called “The Snowman War”, and youth play auditions would begin on Thursday June 1, 2017. She also highlighted that MYAC was working on their Amazing Race at the Street Party and working on choosing a date for the Outdoor Movie in the Park in Clifford.

John Cox announced that the Chamber of Commerce Annual BBQ would once again be held at his cabin in August and that more details would be coming.

Brooke McLean announced that all Library branches in Wellington would be participating in a joint project with Safe Communities with a theme of active transportation, along with summer reading clubs and that they were pushing for registrants for an ice cream social. She also shared that there would be a teen readings club along with an adult summer reading club.

Raïssa Rogers announced that there was a private movie screening that took place at the Crown Theatre with 83 people in attendance. She added that One Red Lipstick, a WOWSA film, would be taking place on June 15, 2017.

Wick-Graham distributed the new Butter Tarts and Buggies brochure for 2017/2018 and highlighted that Mapleton had joined the initiative this year, along with new themed groups and an included passport in the brochure.



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Peggy Raftis recapped that the Mudmen's performance at the theatre took place on Friday May 27, 2017 with 140 people in attendance and a lot of merchandise sold. She added that the theatre was actively looking for a casting director for the Fall production of Sleeping Beauty.

Adjournment at 7:05 pm

Next Meeting:
June 26, 2017
6:00 p.m.
Minto Council Chambers

Taylor Keunen
Economic Development Assistant



CULTURAL ROUNDTABLE

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Schedule "A"

Minto Youth Action Council
May 3rd, 2017
5-6:30pm at LaunchIt Minto
Meeting Minutes



Members present: Lola, Charlotte, Sammy, Sabrina, Katarina, Ian, and Tyler
 Adult Allies: Megan, Grace and Gabby

Agenda Item	Discussion	Roles and Responsibilities
Welcome and Introductions	<ul style="list-style-type: none"> Tonight, we welcomed a new member, Katarina We all blew up beach balls that will be used at tomorrow's NWYC Event Everyone received their NWYC t-shirt; those attending empowerment day agreed to wear it there 	
Neon Dance	<ul style="list-style-type: none"> Together, we reviewed everything that needed to be ready for the dance on Friday night! Caitlyn, Sammy and Charlotte bought decorations and will bring on Friday night We will set up a schedule where we rotate responsibilities the night of (ex. welcoming guests, concession booth) Announcements have been made regularly at Minto-Clifford PS and Palmerston Public Everyone agreed to tell friends and post on social media 	<ul style="list-style-type: none"> Caitlyn: bring decorations to dance Megan: put together a schedule of responsibilities Everyone: PROMOTE!
Amazing Race	<ul style="list-style-type: none"> At our last meeting, we decided we would all walk downtown Harriston to get ideas for the Amazing Race The following are the ideas we came up with: <ul style="list-style-type: none"> Acheson's: dress up a 	<ul style="list-style-type: none"> Gabby: bring notes from Ms Douglas to next meeting



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	<p>mannequin</p> <ul style="list-style-type: none"> ○ Harry Stones: set a table; take someone's order ○ Foodland: decorate a cookie ○ Harriston Bakery: decorate a baked good ○ Old Post: count all the steps ○ Davie's Antiques: find a specific object ○ Theatre: make a costume ○ Library: put books in order ○ Ford: find a key that starts a specific car ○ Elora St: make a bouquet of flowers ○ New Orleans: brand a pizza (logo, slogan) ○ Fire Dept: get dressed in their gear ○ Legion: something to do with the plaques ○ Find a specific mural ○ Car show: find a car with a specific license plate <ul style="list-style-type: none"> • When we came back to LaunchIt, we decided that we would reach out to all of the businesses and see who was interested in participating 	
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Next meeting: May 17th, 2017

**** We will be attending the Joint Economic Development meeting on "13 Ways to Kill Your Community" from 6-8:30 pm at the Harriston Arena**



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Schedule “B”

Minutes of May 10, 2017
Palmerston Railway Heritage Museum
Railway Museum 1:00 pm

Present: Mayor/Chair George Bridge, Councillor Judy Dirksen, Bob McEachern, Wayne Martin, Hailey Johnston and Susan Welsh. Members of staff present were Manager of Economic Development Belinda Wick-Graham, Facilities Manager Al Carr, and Public Works Dan McMullen. Regrets were received from Chad Martin, Andrew Gowan and Delanie Toner.

Mayor Bridge opened the meeting at 1:20 pm and apologized for the late start.

Those in attendance reviewed the previous meeting minutes.

MOTION

Moved by: Wayne Martin and Seconded by: Councillor Judy Dirksen

THAT the Palmerston Railway Heritage Museum Committee approves the minutes of the April 5, 2017 meeting.

CARRIED

Wick-Graham advised that the Landscape Architect would not be attending today's meeting but would instead be attending the next meeting on June 14th.

Carr reported that the Research Room painting has been completed, the shelving and UV filter is expected to arrive after the May long weekend. Carol Homuth's dedication plaque will go above the shelving and the dedication will be held on June 10th. McEachern will forward Wick-Graham the details for the plaque.

McEachern reported that the digitization of the Mount Forest Confederate is complete. The Harriston Review and Palmerston Observer still need to be completed but require more volunteers (3 – 4 people). Bridge suggested that the digitization equipment could be stored at the Library. McEachern requested that it stay at the Museum so that the student could work on the equipment for research purposes but that when the students are gone at the end of the summer the equipment could be moved. The idea of gutting the kitchen for more space was brought up but concerns were raised in doing this because the kitchen would allow us to host value added events i.e. teas etc. The Committee will try and figure out where in the building the equipment could go so that it doesn't interfere with the rest of the space.

Mayor Bridge reported that Wayne Martin, Chad Martin, Bob McEachern and himself travelled to Komoka to visit the Railway Museum and several of their Committee members.



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The existing bench in the Palmerston Museum is being sent to Komoka in exchange for the original bench and a half bench from the 1880s. Komoka offered us to purchase “buffers” and other equipment if we wanted. The two groups are willing to work together to promote each other and share resources. We have invited them to the Handcar Races on June 24th. One of the ideas that Komoka had that could be replicated here was a baggage car had been dry walled and is being used for storage and archives.

Carr reported that Kathryn Francks and Kailla Forrester have been hired as the inside and outside students. Prioritization of the students’ time includes – tours, running train and handcars, education of kids. Inside student will be responsible for inventorying the 900 books in the library, social media, web updates, creation of power points. The Outside student will be responsible for painting and inventorying items (descriptions and photos) that are in the shed. The Committee will utilize Dan McMullen’s expertise to assist students in inventorying the out buildings. Cross-training of students will be required. Students will be asked to do an online journal (Google Docs) weekly and at end of season to keep track of # of visitors, rides given, tasks completed. An operations manual will be created.

McMullen will notify Carr when he is available to visit the Museum and provide insight on the inventory. The clean –up will need to be coordinated with the inventory schedule. Martin highlighted that the out-building includes three areas: lunch room, workshop and storage of the jiggers.

McEachern and Johnston offered to discuss options for hanging images in the research room following the meeting

Wick-Graham reminded the Committee about the Volunteer Showcase on June 10th from 9:00 am – 12:00 pm. Coffee, tea, juice and muffins will be supplied by Market Vendors. Packages with the volunteer information will be created to handout that will include application forms, handbook and volunteer descriptions. Committee volunteers will need to attend so they can speak to the volunteer opportunities. The Dedication to Dr. Homuth will take place at 11:00 am. It was suggested that a Volunteer Orientation be held possibly on June 27th at 7:00 pm. Wick-Graham will speak to Chad Martin about a template for an orientation.

Wick-Graham will provide the Action Plan at the next meeting for the Committee to review.

Next meeting: June 14, 2017 at 1:00 pm at the Railway Museum.

Belinda Wick-Graham
Business & Economic Development Manager



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Schedule "C" CULTURE DAYS INFORMATION SESSION

WATERLOO – MAY 3, 2017

-hosted by Katie Wilde, Cultural Program Coordinator, City of Waterloo

-seminar leader, Catherine McLeod, Network and Outreach Manager,

Ontario Culture Days

-2017 is the 8th year for Culture Days, which is held annually on the last Friday of September and the related Saturday and Sunday;

-it is the largest event in Canada; in 2016 2 million people attended 8,000 activities in 765 communities;

-Anyone can host a Culture Days event;

-there are **4 Requirements:**

1.) the event must be free (artists may sell their works, donations may be solicited without using suggested amounts).

2.) events must take place on Culture Days weekend.

3.) Activities must be interactive or participatory.

4.) Events must be registered on the Culture Days web-site.

- it is in the event organizers' best interest to register as there is valuable advertising and promotion available on a national and provincial level – Registrations opened May 3, 2017;

-although July 31st date for registration is mentioned, early registration is encouraged;

-events may be posted on the web-site and edited later if details change;

-existing events which take place on Culture Days weekend may be registered if they qualify under the four criteria, ex. Doors Open, Studio Tours (Mary-Allen Studio Tour is the same weekend in 2017), etc.;

-organizers should think about what they want out of Culture Days in designing their activities, ex. New Board members; more customers; people to sign up for classes, improve Downtown Revitalization, advance the Municipal Cultural Plan, etc.;



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- Culture Days expends many resources, utilizing The Strategic Counsel, analyzing the events and getting information to make the weekend better in future years;
- in 2016, 1,709 events were registered in Ontario but at least 2,189 Cultural activities were promoted – this means that 480 events missed out on promotional enhancements from the provincial office;
- also in 2016, 16% of activities were in libraries and 25% were presented by a business or BIA;
- if you have an event like a studio tour, be sure to register each location separately;
- many tip sheets on the Culture Days web-site to give organizers and participants ideas and promotional material;
- Culture Days is encouraging the development of “hubs” where several activities take place concurrently or consecutively as a good way to boost attendance;
- businesses could consider hosting artists “in-house” for part of the weekend or having living artist windows;
- on June 13th from 1:00 – 2 pm Culture Days will hold a Webinar for Libraries;
- if organizers wish to have pre-registration of attendees for events it is the responsibility of the local group – they could use Eventbrite, etc.;
- be sure to cross-promote events with other groups;
- data has shown that over the life of Culture Days, organizers are more interested in the response of participants and increased exposure vs. just the number of people attending;

Registration Procedures

- register each activity separately – you can Duplicate one event to another location or date or Import events from previous years;
- be careful to ensure that the “Pin” on Google Maps is in the correct location – if not, check No and move the pin;
- there is a new bio field for 2017;
- I can register events using my Culture Days account;
- in Draft form the event is not visible to the public – choose Live to publish it;



CULTURAL ROUNDTABLE Minutes of May 29, 2017

Page 12 of 12

- note if the event has a legitimate Canada 150 connection;
- note contingency plans for rain;
- the Activity Description field is the marketing tool – tell a story, use creative language to make your event interesting to potential attendees;
- put a Link on the site for more information;
- when posting images, use Landscape format and crop the image;
- one main image is allowed with up to four more secondary images;
- there are many Search options on the site, so be sure to use common search terms in your descriptions;
- there is an “Add to My Itinerary” option for attendees and social media links for organizers;
- the web-site is also mobile-friendly and using the Geo-Locator it is easy for attendees to find events close to them;
- look under Resources for marketing materials, many of which are customizable to your event/location;
- there is a limited Youth Art Ambassadors Program open to artists under 30 – they are eligible for funding to create a Culture Days project;
- check out www.on.culturedays.ca for more Ontario information and www.culturedays.ca for national information.



Economic Development & Tourism Department 2016 Year in Review

2016 Committees

LOCAL - 15

- Economic Development & Planning Committee
 - Downtown Revitalization Committees
Clifford, Harriston, Palmerston
- Cultural Roundtable
 - Palmerston Railway Museum
 - Local Heritage Markers
 - Minto Youth Action Council
- LaunchIt Minto
 - Elevate Agriculture
- Farmers' Market Committees
 - Harriston & Palmerston
- Health Care Professional Recruitment
- Chamber of Commerce
- Women of Wellington Saugeen Area

2016 Committees

REGIONAL

- NW Joint Economic Development
 - Renew Northern Wellington
 - Butter Tarts & Buggies
- Wellington County MEDG
- Taste Real Guelph Wellington
- IPM County of Wellington Industry & Entertainment Tent
- Economic Developers Council of Ontario Conference Planning Committee
- Wellington County Festival and Events Guide
- Hawk's Nest
- North for Youth Committee

Taste Real Guelph Wellington

- Strategic Partners – Steering Committee
- Spring Rural Romp – Minto, Mapleton & Wellington North
- Local Food Map (9 Minto Partners)



Harriston Street Party



Light up the Town & Harriston Ladies Night



Palmerston Merchants Christmas Open House, Pop Up Store & Living Windows



International Plowing Match & Rural Expo



Minto Celebrates
Canada's 150th

FIRE & ICE

Family New Year's Event



Fire & Ice



Minto Farmers' Markets





Palmerston Railway Heritage Museum



Palmerston Railway Station History



THE 'OLD 81' ENGINE

One of Palmerston's treasured landmarks, 'Old 81' is a memorial to the days when 'Iron Horses' were stabled within the Town.

[Read More](#)



THE RAILROAD

THE RAILROAD

Read a brief history of how the railway came to Palmerston.

[Read More](#)



PEDESTRIAN BRIDGE

PALMERSTON'S PEDESTRIAN BRIDGE

The Pedestrian Bridge is considered Palmerston's most unique and treasured landmark.

[Read More](#)

[Learn More About the Palmerston Railway Station](#)

Walter White

An Extraordinary Citizen -1866-1949

Walter White, a man of boundless energy and enthusiasm came to Palmerston in 1912 with his family as a Trainmaster. He fell in love with the community instantly and showed it by working tirelessly to raise funds and use his influence with the Grand Trunk Railway to build two separate skating rinks over the years; a recreational building; lawn bowling greens; tennis courts; First World War Memorial and even a park. His abilities made him Mayor in 1932 and was honoured by the community by having White's Rd. named for him.





Minto Youth Action Council

- Established in October 2016
- 9 Members
- Ages 13 – 19

Mandate:


1. Create spaces for youth to hang out.
2. Raise awareness about opportunities to get involved in the community.
3. Raise awareness about the issues that youth in Minto are facing.
4. Encourage youth to “stay” local when it comes to events, programs, etc.
5. Advocate for youth issues by forging partnerships with common organizations.
6. Working with different organizations.
7. Recognize and support diversity in Minto.
8. Working on community betterment projects





Butter Tarts & Buggies

Northern Wellington & Southern Grey
www.ButterTartsAndBuggies.com



2016
 explore
BUTTER TARTS
 & BUGGIES
 the simpler life

Explore the Simpler Life in the rural areas of Minto, Southgate and Wellington North.

Discover butter tart flavours & inspirations.
 Experience a showcase of local food, handcrafted items, producers and business related to the horse & buggy culture. You may even chance upon the opportunity to have a buggy ride. How sweet is that!

- Partnership with Wellington North & Southgate
- IPM Bus Tour – 23 Participants
- Joint Ec. D. Tour – 25 Participants
- 11 Minto Businesses
- 3,375 Users to www.buttertartsandbuggies.com
- Toronto, Brampton and Guelph



Business Development

- Business Retention & Expansion
 - Completed 46 BR+E Surveys (1/3 of County Surveys)
 - Implementation of Minto Plan
- Entrepreneurship Development
 - Pitch It! Business Plan Competition (4 finalists)
 - Women of Wellington & Saugeen Area Networking & Education
 - Renew Northern Wellington
 - 2 Openings in Minto



Planning & Infrastructure Development

- Community Improvement Plan Administration & Reporting
 - Provided \$85,030.88 in grants
 - Projects totaling \$291,685.23
 - Leveraged \$211,765.40
 - \$1: \$3.43



Planning & Infrastructure Development

Community Improvement Plan
Grants
2010 - 2016

Total Construction Cost	\$716,342.37
Total Grant Amount	\$108,487.32
Leverage	\$510,702.29
Leverage Ratio	\$6.60: \$1.00



Community Revitalization

- Management & Coordination of the Downtown Revitalization Process
 - Work with the Clifford, Harriston and Palmerston Downtown Revitalization Committees to implement yearly action plans.



Community Revitalization

- **Health Care Services**

- Provide resources and support to the Recruitment Committee for healthcare professionals.

- **Education Services**

- Work with the Career Education Council & Norwell to match employment requirements with youth skills.

- **Local Immigration Partnership (LIP)**

- Work with the LIP to promote the benefits of hiring immigrants, by providing resources and information, and also profiling companies that are already seeing the benefits of hiring immigrants and internationally trained professionals.



Workforce Development



- Users: 6,827 (increase of 39.38%)
- Page Views: 52, 485 (increase of 15.63%)
- Featured on CTV News London & Kitchener, CBC Radio Ontario

DO YOU WANT TO EARN YOUR HIGH SCHOOL DIPLOMA?

SWAF is FREE to you. There's NO COST!
Register THURSDAY 12:30-4:30
Jan 19,26, Feb 2,9 at Palmerston Library

- SWAF is a **free program to any working adult** who would like to work on **credit courses** to achieve their diploma (or for graduates who wish to take courses)
- Teachers with **flexible hours** to cater to shift workers available in Mt Forest, Harriston, Palmerston & Arthur

Shelley Bell
 (519) 261 - 0609
<http://www.ugdsb.on.ca/swaf/>
shelley.bell@ugdsb.on.ca

More Info on our website:
<http://www.ugdsb.on.ca/swaf/>

A program offered by

MANUFACTURERS of Northern Wellington
 Initiative between Wellington North & Minto Manufacturers

NOW HIRING!
 Learn about the various job opportunities available now. Speak to those directly involved in the hiring process. Apply in person.

Visit the Manufacturers of Northern Wellington tent at the IPM 2016 September 20th - 24th.

Your next career & home await you in Northern Wellington!

Visit our online portals at www.liveandworkwellington.com

A one-stop location for the region's employment & property listings.

Participating Employers: Vintex Inc., Viking Gases Ltd., DANA, Golden Valley, TOYODA GOSAI

Sponsored By: Wellington North, Minto

A Tradeshow for Businesses from Wellington North to Showcase their Products & Services

7th Annual

Wellington North SHOWCASE

PRESENTED BY

Free Admission
 Arthur and Area Community Centre

MONDAY:
 Business Networking
 5 pm - 8 pm

TUESDAY:
 Open to the Public
 1 pm - 8 pm

NEW for 2016
 Northern Wellington's Biggest Job Fair
 Upper Hall 2pm-5pm

March 21 & 22 2016

Non-Perishable Donations to the Arthur Food Bank Accepted at the Door
 Fill out your passport by visiting participating booths for your chance to win great prizes

IN PARTNERSHIP WITH

For More Information
 519.848.3620
ecdev@wellington-north.com
www.wellington-north.com

Alumni Attraction

The Old Post Office In Harriston Ont "Centre for business & creativity"



MORE VIDEOS

0:03 / 2:48

Live and work Minto "North Wellington Co op"



MORE VIDEOS

1:08 / 2:15

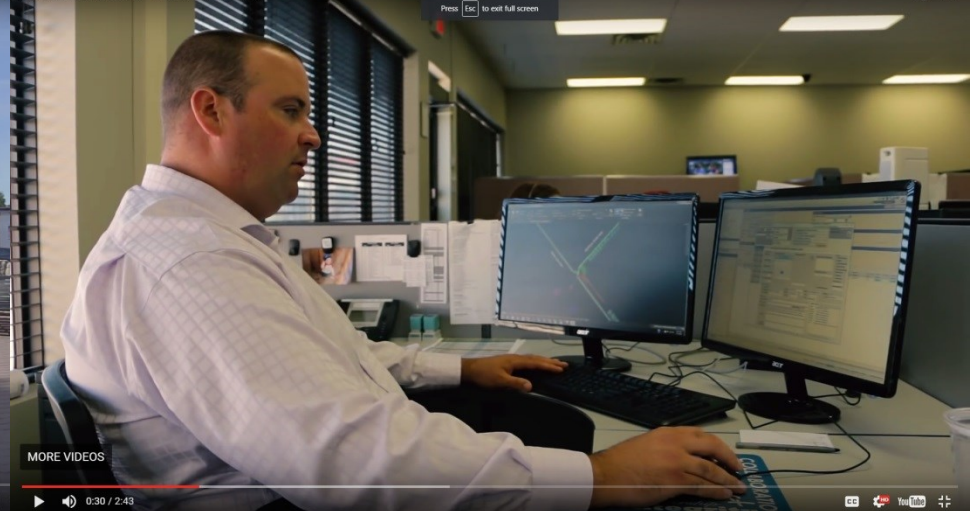
Manufacturing In The Town Of Minto



MORE VIDEOS

0:40 / 3:13

Live And Work Minto "Wightman Internet"



MORE VIDEOS

6:30 / 2:43

Investment Attraction

Investment Ready Site

215 Minto Road - Palmerston Industrial Park
Minto, Ontario, Canada

Industrial Vacant Land | For Sale



Investment Opportunity

A 14.2-acre industrial property with frontage on Minto Road, access to Highway 85 in under 1 hour drive and within a 1 hour and 30 minute drive to Highway 401. The property is located in the Town of Minto within the Palmerston Industrial Park. Businesses in Palmerston Industrial Park include MSW Plastics, Ideal Supply, Tucker Industries and Tri-Coat Wood Finishing.

An Ontario Certified Site*

An Investment Ready Certified Site demonstrates a commitment to work with investors by collecting up-front property information, mapping and completed assessments including environmental, heritage, archaeological and species at risk reviews. Additional information about this site is available.

For additional information, please contact:

Ministry of Economic Development
and Growth

InvestmentReady@ontario.ca
InvestmentReady@ontario.ca
Tel: +1-416-325-5029
InvestInOntario.com/CertifiedSite

Belinda Wick-Graham
Business and Economic Manager
Town of Minto
belinda@town.minto.on.ca
Tel: +1-519-338-2511

Key Highlights

Lot Size: 14.2 acres / 5.75 hectares
Depth: 199.688 metres
Frontage: 286.363 metres
Services: Full municipal services
Zoning: Industrial

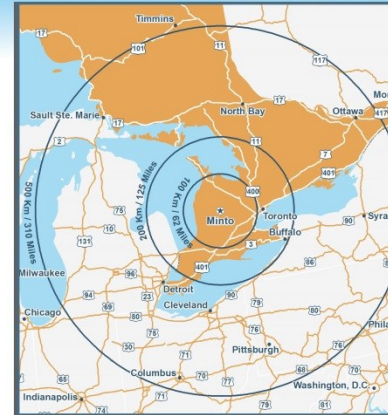
Permitted Uses

- Manufacturing
- Warehousing
- Heavy equipment sales and servicing

Utilities

- Fully serviced property with:
- Access to 300mm diameter watermain and 300mm sanitary sewer main
 - Existing 44kV line available from Westaro Power Inc. and Hydro One Networks Inc.
 - Existing NPS 2" gas main adjacent to the site, 70kPa of delivery pressure. Higher delivery pressure and volume available 300m south of this site. Serviced by Union Gas.
 - Copper-based facilities and fibre servicing available in the area.

Minto, Ontario



Transportation

- Located 85 Km from Hwy 85 and 115 Km from Hwy 401
- 108 Km from Vaughan Intermodal Facility and 88 Km from Goderich Port
- 78 Km to the Region of Waterloo International Airport

Travel Times by Car to Minto (actual travel times may vary)

Waterloo	1 hour
Downtown Toronto	2.5 hours
Buffalo	3 hours
Pittsburgh	3.5 hours

US / Canada Border Distances

Port Huron/Sarnia	180 Km / 112 Miles
Lewiston/Queenston	196 Km / 122 Miles
Buffalo/Fort Erie	214 Km / 133 Miles

The Minto Advantage

- The Town of Minto is located within Wellington County in Southwestern Ontario, with a driving time of 1 to 1.5 hours to Canada's "Golden Horseshoe" industrial heartland and major centres including Toronto and Hamilton, and under 1 hour to Kitchener-Waterloo and Guelph.
- The nearby City of Owen Sound offers Great Lakes port and shipping facilities, as does the Town of Goderich situated approximately 100 km to the southwest.
- Wellington County has a population of 90,900, providing businesses with access to skilled labour at competitive wage rates. Machinery, food and fabricated metals manufacturing sectors have a strong base in Wellington employing 7,200 jobs. Major employers within Wellington include Maple Leaf Foods, Nestle Waters, Con Cast Pipe, TG Minto, Linamar, Danby, Newland Feed, The Gund Co. (Canada) and Husky Farm Equipment.
- Wellington's workforce is supported by nearby world-class post-secondary institutions including the University of Guelph, University of Waterloo, Wilfrid Laurier University and Conestoga College.
- Companies benefit from the Town of Minto's high speed internet connection (fastest in Ontario), fast-tracked permitting process, low land costs and low building costs.



*A Property with an Investment Ready, Certified Site designation means the Province of Ontario has received from the site owner assessments and other site related information required under the Investment Ready, Certified Site program. The Province has not verified the information and prospective purchasers, lessors and others should conduct their own usual due diligence and make such enquiries as they deem necessary before purchasing, leasing or otherwise investing in the subject site. Prospective purchasers, lessors and other interested in the subject site should check existing laws and regulations to confirm that this particular property is suitable for their intended purpose or use and what permits, approvals and consultations, including with aboriginal communities, are required in order to develop such property, as well as any costs associated with such development. This document, including all related photographs, is for information purposes only and is not intended to provide investment advice. Reliance upon any information shall be at the user's sole risk. All information should be verified independently before being used or relied upon. The Province of Ontario does not guarantee the quality, accuracy, completeness or timeliness of this information, and assumes no obligation to update this information or advise on further developments. The Province of Ontario disclaims any liability for unauthorized use or reproduction of any information contained in this document and is not responsible for any direct, indirect, special or consequential damages or any other damages caused, arising out of or in connection with use of this information. The Province of Ontario is not acting as a real estate broker or agent for any party in connection with the site described in this document.

Marketing & Communications

- Public & Media Relations/Communication
 - Mayor's Breakfast Series
 - Grand Openings
 - Vibrant Villages Conference, Neustadt
 - EDCO Annual Conference, Toronto
 - OBIAA Annual Conference, London
 - Municipal Consultations
(Hanover, Brockton, Grey Highlands)



Marketing & Communications

- **Websites (2016)**

- Town of Minto users: 32,423 (51.16% increase) page views: 122,683 (12.34% increase)
- MintoED users: 1,795 (10.19 %increase) page views: 6,707 (38.86% increase)
- Treasures users: 5,412 (38.34% decrease) page views: 12,694 (27.53% decrease)

- **Social Media**

- Facebook- Town of Minto:
1,362 likes



- Twitter- Town of Minto:
948 followers



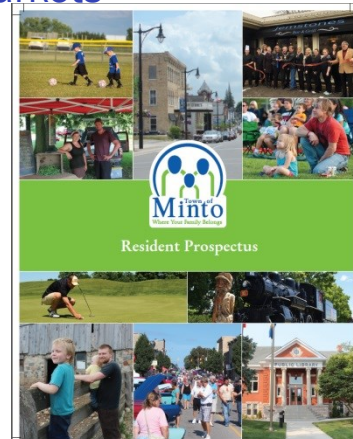
Instagram- Town of Minto: 326



- Also responsible for: MYAC, Butter Tarts & Buggies, Minto Farmers' Markets

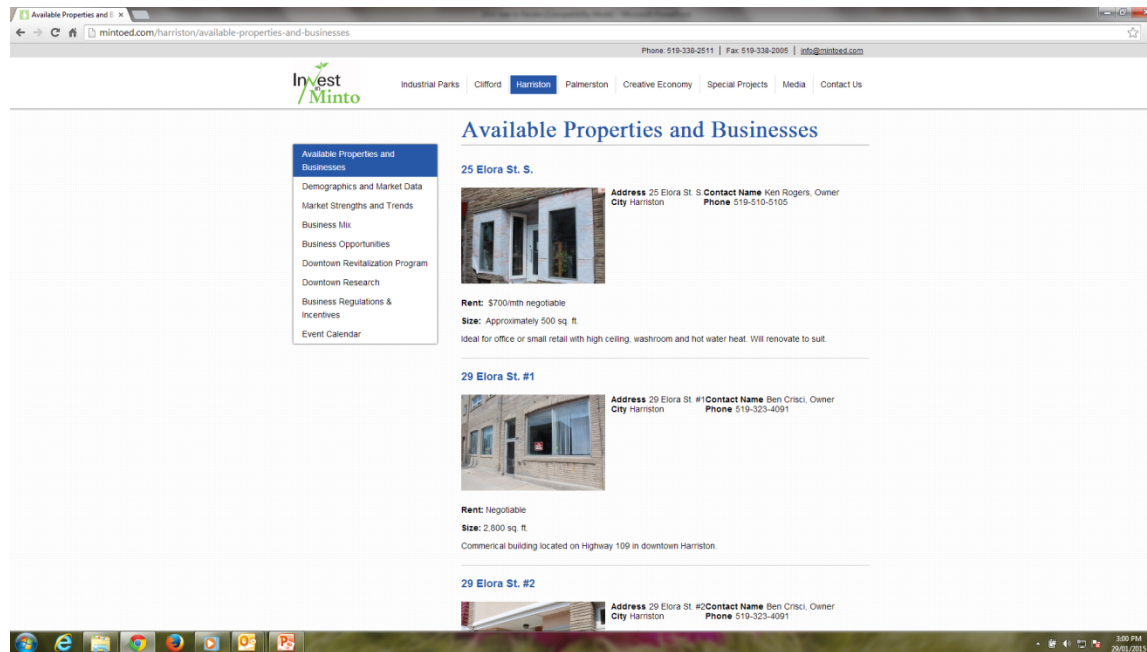
- **Marketing Material Development**

- New & Improved Community Attractions Guide
- Downtown Investment Packages
- Resident Prospectus
- Rural Route Magazine Back Page



Research & Information Management

- Land & Property Inventory
- www.mintoed.com



Social Conveners



THE MAYOR'S
**WEIGHT
LOSS
CHALLENGE**



2017 Economic Development Projects & Priorities

- Continued Roll-Out of the Alumni Attraction Program
- Preparation for the Clifford Downtown Reconstruction Project
- Continued Promotion of the Minto Job & Housing Portal
- On-going involvement with County of Wellington Economic Development priorities – “Supporting the Economic Integration of Immigrants and International Students in Rural Labour Markets”
- Working with Residential Developers to attract residents in an effort to grow population
- Continuing the development of the “Elevate Agriculture” Program
- Continue focus on the Minto Youth Action Council and working towards becoming a Youth Friendly Community in 2018

Economic Development Staff Resources



"Unity is strength...
when there is
teamwork and collaboration,
wonderful things
can be achieved."
- Mattie J.T. Stepanek





TOWN OF MINTO

DATE: June 6, 2017
REPORT TO: Mayor and Council
FROM: Cam Forbes, By-law Enforcement Officer
SUBJECT: Exemption and Licensing of Backyard Hens

STRATEGIC PLAN:

10.12 Increase local food purchases, food sovereignty and empowerment by developing a series of skills training workshops, in partnership with businesses and local food advocates.

BACKGROUND:

In October of 2015 a policy was written to exempt three properties from By-law 02-80 to permit keeping of hens in a residentially zoned area and the requirements to obtain a license. For any new proposals an exemption is still required under the bylaw. The Town policy requires no more than five hens, setbacks for the coop, proper maintenance, screening of equipment, safe disposal of refuse, proper care, and veterinarian oversight.

Licenses are issued for 12 months. Letters are sent to adjoining landowners giving notice that a license has been requested.

COMMENTS:

Jonathan & Amanda Scherrens are looking to keep 5 hens in the back yard of 332 Jane St. Palmerston. This property meets all the requirements with the exception of the set back of south side fence line. If the exemption is approved the coop will be moved once the yard has dried up. No adjoining landowners have concerns having received the required notice.

If approved this will mean four licensed chicken coops in Minto. Annual inspections have been occurring at the locations licensed in 2015 and no problems have been found.

FINANCIAL CONSIDERATIONS:

The \$50.00 licensing fee will help to offset the cost of enforcement..

RECOMMENDATION:

That the Council of the Town of Minto receives the By-law Enforcement Officer's June 6, 2017 report regarding the exemption to By-law 02-80 for keeping backyard hens at 332 Jane St. Palmerston and approves the exemption.

Cam Forbes
By-law Enforcement Officer



Application to Keep Hens in Residential Areas

011-19300

Name of Registered Owner: Jonathan & Amanda Scherrens

Address: 332 Jane St. Palmerston

Phone#: 519-803-0786, 905-299-8844

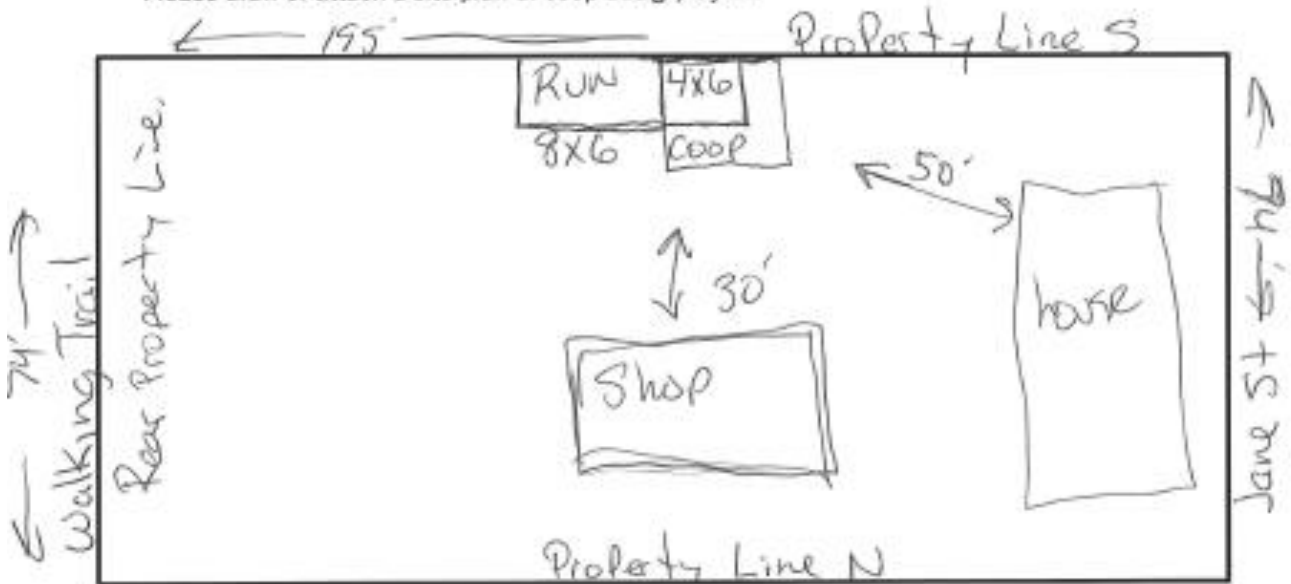
Email (mandatory): JScherrens@brandt.ca

Number of laying hens (must be 5 or less): 5

Name of Veterinarian: _____

Vet Contact Information: Fergus Vet Clinic

Please draw or attach a site plan or coop design/layout:



Additional Information:

Signature of Registered Owner



TOWN OF MINTO

DATE: June 1, 2017
REPORT TO: Mayor and Council
FROM: Chris Harrow
SUBJECT: Minto Fire PTSD Plan

STRATEGIC PLAN:

6.4 Maintain and enhance the local volunteer fire fighter model in Minto, and take a leadership role in setting standards for municipalities this size by ensuring training, equipment and vehicles available to volunteers compares with a full time fire service.

BACKGROUND:

April 2016 the Province passed Bill 163 Supporting Ontario's First Responders Act (Post Traumatic Stress Disorder) aimed at ensuring all municipalities have a plan in place to deal with PTSD amongst emergency responders. The bill required a plan be filed with the Ministry of Labour by the end of April outlining our procedures for preventing and intervening occurrences of PTSD in the fire department.

Fire Departments in Wellington County, through the Fire Chief's Association, began discussing a plan in 2016. Numerous training providers and other organizations provided advice on how they were constructing a plan. Public Services Health and Safety Association (PHSHA) wrote a workbook to help users write a plan. The workbook and resources from other fire services helped prepare a plan to work specifically for Minto Fire.

The Minister of Labour made it clear in statements about the legislation that plans had to be different and templates were not to be used. The reason is to ensure each municipality writes a plan to meet local needs and circumstances. Copying someone else's plan or using an existing template will not result in a plan that works specifically for Minto Fire.

COMMENTS:

Starting last year, the Wellington County Fire Chiefs discussed the framework on a strategic plan to implement a critical incident stress program across the County. Each municipality would write their own PTSD plan tailored to their department ensuring the items placed in the plan is appropriate for their needs. The Chiefs also agreed to implement a Peer Support Team across the County to be available to assist all departments at any time.

The plan for Minto Fire details measures for our personnel in the event of a traumatic incident or PTSD injury to any member. It outlines training to be offered each Firefighter, Officer/Chief as well as the Spouses/Partners of the organization. This will ensure all members of the organization are covered by the plan and get the education needed.

Training for each group will begin with an awareness seminar lasting 2 - 4 hours. The Officers/Chiefs will follow up with a 3 - 4 hour session training to help each Officer deal with situations arising in the department. At the same time, all of Spouses/Partners who wish to participate will be given an awareness session to look for signs and symptoms of PTSD. Volunteer Firefighters return to work or home shortly after a call. It is important families and co-workers know how to recognize and deal with the signs of PTSD.

The training noted, except for the Spousal/Partner session, is mandatory under the Legislation. County departments secured the services of Renee Jarvis and her team from the Critical Incident Stress Foundation to complete all mandated training. She has a great deal of experience treating critical incident stress. She completed her last session with all Supervisors May 17th. We are now complete and in compliance with the new Legislation.

The next step is to establish the Peer Support Team consisting of a couple of members from each Station throughout the County. The Team will train and work together to write policies and guidelines for their deployment. Having all fire departments represented is similar to the existing Mutual Aid Plan. If a department has a significant event, most of their members will be involved one way or another. The Peer Support team will be deployed by calling another department in the County to ask that their Team lead any critical incident programs needed. If the incident was large enough to involve numerous departments in the County, there are enough Peer Support Team members to draw on to ensure proper response.

The Plan also implements an Employee Assistance Program for all Firefighters. While all Minto full time employees are covered by an EAP provided by Aspira, Minto Fire only used the program as needed. However, with implementation of the PTSD program and training that occurred, the next important step is to include all of the Firefighters in an EAP program.

Minto Fire's Volunteer insurance company VFIS, offers a very good program designed specifically for firefighters. The program contains many of the aspects the Minto's Aspira program. The major difference is VFIS has a partnership with Homewood Health who has specialized PTSD program for first responders. Homewood has a location in Guelph and their program is new and the first in Canada. Minto Fire is fortunate to have this specialized program so close by and affordable with a quoted price of \$24/year per firefighter, which is less than the Aspira quote.

Minto Fire is excited about the new plan and what it has to offer Firefighters. The emerging issue of PTSD is a topic to be taken very seriously. Our personnel accepted the training very well, with many positive comments coming forward. The PTSD Plan will be a very fluid document, constantly being updated more is learned about processes and issues that accompany PTSD. The more effort placed into prevention and training, the more Minto Fire hopes to decrease PTSD occurrences in our people. However, as the plan states, if an injury

occurs, all Firefighter are to receive treatment with the hopes of a full recovery.

FINANCIAL CONSIDERATIONS:

The training described is included in the 2017 training budget. The cost per firefighter was \$35 for each session offered, and spousal training was completed by the Foundation for a donation. The final cost will be confirmed

The cost for the VFIS Employee Assistance Program is about \$1920 per year. Enrollment should occur in 2017, and the premium included in the 2018 budget.

RECOMMENDATION:

That the Council accepts the Fire Chief's June 1 report regarding Minto Fire PTSD Plan, and approves the Minto Fire PTSD Plan as currently written, and enrollment of Minto Firefighters into the Volunteer Firefighter Insurance Services at an annual cost of \$24 per firefighter.

Chris Harrow
Fire Chief

MINTO FIRE



POST TRAUMATIC STRESS DISORDER PREVENTION PLAN

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Purpose of the Plan

Minto Fire is committed to protecting our workers in all areas of health and safety, including mental health initiatives. This plan is part of our entire approach to preventing injury to our workers and endeavoring to keep everyone safe. Post traumatic stress disorder (PTSD) is one illness we will address with this plan by promoting prevention strategies, as well as intervention, recovery and return to work strategies to deal with all issues associated with PTSD. The following content can also be used to address a wide variety of mental health illnesses that may be relevant within Minto Fire.

The following sections of the plan will detail how we will work to educate and train staff to understand all aspects of PTSD. We will define the roles and responsibilities of all personnel including the required training and education that will be offered. The Plan will detail response to incidents, recovery and return to work procedures. We are endeavouring to cover all aspects of our strategy in the plan, but understand some issues will arise outside of the plan that we will adapt to and ensure our firefighters are covered.

Minto Fire takes all Occupational Stress Illness seriously and will work to educate all staff on all aspects of mental health including PTSD. We will continue to update this plan on a regular basis to stay current on best practices in the industry. As a result, all staff will continue to review training requirements and stay current on the subject. Finally, we will work with the municipality to educate all involved on the stressors faced by our staff and keep them apprised on possible future requirements.

DEFINITIONS

Critical Incident	an event that is experienced as sudden, unexpected, incomprehensible, shocking, and personally upsetting. A critical incident has the potential to result in physical and/or emotional distress affecting employees and families.
Critical Incident Stress	the emotional, physical, cognitive and behavioural reactions, signs and symptoms experienced by a person or group in response to a critical incident. It is a normal response to an abnormal situation. It can lead to psychological stress and anxiety which subsequently may result in poor work performance, family stress, personality shifts and a variety of other problems
Employee Assistance	A program utilized through VFIS and Homewood Health to provide members and qualified family members with support in all areas of life, including stress management
Intervention	the organized and professional response to critical incidents. The goal of an intervention is to assist affected individuals to share their experiences, express emotions, learn about stress reactions and symptoms, and to help individuals to resume normal activities. An intervention is conducted as a confidential, voluntary and educative process. <u>It is not therapy</u> . If the critical incident involved physical harm, an intervention would include the participation of medical personnel.
Program (EAP)	
PTSD	a disorder that develops in some people who have experienced a shocking, scary, or dangerous event. Nearly everyone will experience a range of reactions after trauma, yet most people recover from initial symptoms naturally. Those who continue to experience problems may be diagnosed with PTSD.

Overview

Goals and Objectives

The goal of the plan is to specifically outline to all Minto Fire staff the methods of how we are addressing PTSD within our organization.

The specific objectives of the plan are to:

- Define the legal requirements.
- Explain the risk factors and signs and symptoms of PTSD injuries
- Outline the prevention training plans
- Outline the organization's intervention practices and procedures so that all Officers and Firefighters understand the available intervention options
- Review the duty to accommodate.
- Establish roles and responsibilities within the organization

The following is an outline of the details of the plan and the structure it will take. We intend to look at 5 aspects in the plan: prevention, intervention, recovery, return to work and review of the plan.

We will also incorporate the training aspect into the plan in various subjects. It will describe the method with which we are going to train our personnel and who is responsible for each division to be trained.

Legal Requirements

Under the Occupational Health and Safety Act, Section 25 (2)(h) to take every reasonable precaution to protect workers from harm. Employers and supervisors are required to inform all workers about psychological hazards on the job and provide training to employees on how to prevent these hazards and protect themselves from harm. Workers are also required to follow policies and procedures set out by the employer. As well, the following excerpt from Bill 163, An Act to amend the Workplace Safety and Insurance Act, 1997 and the Ministry of Labour Act with respect to posttraumatic stress disorder:

9.1 (1) The Minister may direct employers who employ workers to whom section 14 of the Workplace Safety and Insurance Act, 1997 applies, to provide information to the Minister relating to the employer's plans to prevent posttraumatic stress disorder arising out of and in the course of employment at the employer's workplace.

Prevention

The prevention of PTSD is the first step to dealing with the disorder, and arguably, the most important. All personnel must be trained in the aspects of PTSD to enable them to recognize and take the appropriate steps to deal with the early signs. If each staff member is trained and fully understands the ideals of PTSD, we can possibly avoid getting further into the disorder. Signs and symptoms of PTSD are the first item to be taught under prevention. It is key that each firefighter understands the signs and symptoms in order for early recognition to be successful.

As well, defining the roles and responsibilities of both supervisors and firefighters is important to establishing a good prevention program. Along with clear roles and responsibilities is the importance of incident reporting. This includes reporting all possible exposures to PTSD situations and the manner in which it was dealt with. The responsibility for exposure reporting lies equally with the Officers and the Firefighters. It is important to stress the point of equal responsibility so situations do not go unrecorded or not dealt with accordingly.

Risk Factor for PTSD

- Having a job that increases your risk of being exposed to traumatic events, such as firefighting.
- Experiencing intense or long-lasting trauma.
- Feeling horror, helplessness or extreme fear.
- Seeing people get killed or hurt.
- Having experienced other trauma earlier in life, including childhood abuse/ or neglect.
- Having other mental health problems such as anxiety or depression.
- Lacking a good support system of family and friends.
- Dealing with extra stress after the event, such as loss of a loved one, pain and injury, or loss of a job or home.
- Having biological relatives with mental health problems including PTSD or depression

PTSD can increase the risk of other mental health problems such as:

- Depression and anxiety,
- Issues with drugs or alcohol use,
- Suicidal thoughts and actions.

Signs and Symptoms

Symptoms from PTSD must last more than a month and be severe enough to interfere with work or personnel relationships. To be diagnosed with PTSD, an adult must have all of the following for at least 1 month:

- At least one re-experiencing symptom
- At least one avoidance symptom
- At least two arousal and reactivity symptoms
- At least two cognition and mood symptoms

There are 3 types of symptoms for PTSD. They include:

- Avoidance (staying away from places, events or objects)
- Arousal and reactivity (easily startled, feeling tense, difficulty sleeping, anger)
- Cognition and mood (trouble remembering, negative thoughts about oneself)

Prevention Training Plan

Each firefighter will be trained with information on preventing PTSD and the above signs and symptoms. The training will assist them in recognizing the symptoms not only in themselves, but also co-workers. It will be a 2 - 4 hour session on the basics of the disorder and the help that is available to them through the department. This training will be mandatory for each firefighter. Each new recruit will be given the training as well during their initial recruit training.

As well, each firefighter's spouse/partner will have training made available to them through the same agency. The training will not be mandatory, but will be highly recommended as a best practice for each of the individuals. The training will be similar as previously mentioned, but will describe resources available for the spouses/partners to utilize if they recognize symptoms in a firefighter in their home environment. Minto Fire will still be involved and will ensure the resources get to the individual involved. In future years, a refresher seminar will be offered to ensure the spouses/partners are updated on the program and the disorder.

For the first round of training, the services will be provided by the Critical Incident Stress Foundation led by Renee Jarvis. Her instructor team will provide the program written by the Foundation and recognized by the Canadian Mental Health Association. She will also be responsible for training our peer support team, talked about later in the plan.

Exposure Report Forms

After every possible incident that could be deemed a critical incident, the Officer in Charge will ensure all firefighters fill out a Minto Fire Exposure Report form. These forms will be placed in each firefighters file. The forms will be used to document the history of exposures for each firefighter. This may be useful in any future treatments or provide a history for future claims. The forms can be found in the dispatch room of each Station or from any Senior Officer.

Intervention

All Minto Fire personnel will be expected to intervene in one way or another to an individual who is exhibiting the signs of PTSD. The method in which a member intervenes depends on their level of responsibility in the organization and their level of training. A Captain or Senior Management member is expected to intervene more intrusively than a firefighter whose job it is to report instances where they suspect someone is suffering from PTSD.

Because of this added role, Supervisors consisting of Training Officers, Captains, Deputy Chiefs, Fire Chief and Administrative Support personnel will be expected to take training in PTSD intervention. It will be a 3 - 4 hour course provided by the same outside institution as the basic awareness training being offered. All personnel listed above will be required to take the training.

Supervisory personnel are expected to know how to recognize and respond to signs and symptoms of PTSD in a firefighter or fellow Officer. If signs and symptoms are found to be present it is expected that the Supervisor shall:

- Keep the communication lines open with the firefighter and ask how they or other team members can provide support to the firefighter. If the firefighter is not ready to talk, wait for them to open up. If they do start to share, do not interrupt, it is often difficult for people with PTSD to ask for help, particularly if there is a concern about stigmatization.
- Deal with signs and symptoms directly and as soon as possible. If signs and symptoms are recognized it is best to open the dialogue and provide support so that the firefighter knows they are supported in the workplace.
- Provide information about the options the firefighter has to address PTSD. Help the firefighter access support and help resources, if they request or need assistance.
- Encourage the firefighter to talk to someone they trust about what has happened, this could be team members identified in our fire service to provide peer support, family members, friends, Chief Officer or Captain.
- Share with the firefighter that what they are experiencing is a normal reaction. Provide information about signs and symptoms and when they should speak to a professional or seek additional help
- Have access to Minto Fire's Employee Assistance Program (EAP) and be able to give reference information to the firefighter in need. This would include the anonymous phone number which the firefighter may use to seek out help and assistance from the EAP provider. At present the EAP program is through VFIS in partnership with Homewood Health Sciences

Intervention for a Firefighter in Crisis

When a firefighter experiences unusually strong emotional reactions which have the potential to interfere with their ability at an event or later, the Incident Commander shall;

- notify the Fire Chief or his/her designate.
- ensure a Senior Officer escorts the firefighter from the scene.
- escort the firefighter to hospital if required
- escort the firefighter home and remain with the firefighter, and speak with the Firefighter's family
- Notify a peer support team member from within Minto Fire
- ensure that the Incident is reported to the Fire Chief or designate in order for it to be recorded and if necessary, reported to the MOL

Employee Assistance Program (EAP)

Minto Fire has engaged the employee assistance program through VFIS' Volunteer Firefighter Member and Family Assistance Program. The program is associated with Homewood Health which is local for our firefighters. Its ease of use makes it very accessible for all firefighters. It consists of a toll free number that can be accessed 24/7. It offers the firefighter help in many different disciplines and is totally confidential. This program will be offered to all firefighters before any crises are faced, as well as during a crisis event to remind each firefighter of the help available to them.

Notification of Injury/Illness

- Section 51 and 52 of the Occupational Health and Safety Act (OHSA) requires notification to the Ministry of Labour, if an employee is critically injured, disabled from performing their own work or receives medical attention resulting from an incident. The details required in these reports, and the parties who must be notified are based on the severity of the injury and are outlined in the OHSA. The Joint Health and Safety Committee will also be notified.
- Reporting PTSD requires the same procedures as reporting any other injury or illness. When an injury or illness occurs, the employer shall submit a **Form 7** Report of Injury/Illness within three days.
- The firefighter shall complete **Form 6**.
- The firefighter is required to see a physician and the physician will complete a **Form 8**.
- After every incident involving a possibility of a trigger for PTSD, a Minto Fire Exposure Report Form shall be filled out and submitted

Peer Support Team

A peer support team will be established within Minto Fire as well as within other departments in Wellington County. Our peer support personnel will be selected after all of the above training is completed. Each member will be carefully selected by Senior Management staff and then vetted by the selected training provider. The training will take place with other County

Fire departments from a provider certified in peer support training. All peer support teams will be available through our mutual aid agreements to provide support to our department after a crisis has taken place. The protocols and procedures will be written by the teams after training has taken place.

Recovery/Return to Work

Town of Minto is committed to creating a personalized return-to-work program for any employee who has been diagnosed with PTSD and required time off work as a result. Return-to-work programs will be designed to enable the employee to return to work as appropriate and as early as possible. The guiding principle of every return-to-work program will be that the employee's dignity is of utmost importance. Town of Minto will support the employee throughout the transition period following their illness.

Town of Minto's Return to Work Policy will apply to any employee who has taken time off work due to PTSD. As well, the Town of Minto will work with WSIB to properly complete and file the appropriate paperwork for the employee. We will keep WSIB informed of the progress and the employees abilities to work.

The goal at the end of the process is to return the healthy employee back to their full time employment as well as their work on the fire department. We will work to ensure the fire department return is a stigma-free environment where the employee feels comfortable. All Supervisors have the responsibility to create a positive, stigma-free environment at the workplace.

Roles and Responsibilities

Supervisory Personnel – Including Captains, Training Officers, Chiefs and Administration Personnel

- Understand the impact that PTSD, and other operational stress injuries have on the organization
- Identify what health and safety programs already exist and how a PTSD Prevention program can be integrated into existing systems. This should consider:
 - Management Training,
 - Employee Engagement,
 - Anti-stigma Awareness,
 - Communication Strategies,
 - Critical Incident response and management,
 - Employee Assistance Programs (EAP) or other benefits that support a mental health and wellness program,
 - Training individuals in strategies for resiliency and health behaviour.
 - Identify gaps that need to be addressed using an assessment.
 - Determine how the organization should monitor trauma exposures.
 - Establish policies, procedures, initiatives and services to support the Prevention Plan and Program and monitor implementation.
 - Set the tone and lead by example, reducing stigma and encouraging conversations and take every reasonable precaution to protect workers.
 - Enforce the policies, procedures and program.
 - Maintain the Prevention Plan and Program, evaluate it and look for opportunities to improve it.
 - PTSD Prevention Roles and Responsibilities
 - Makes early and considerate contact with an injured/ill worker

Human Resources Staff/Fire Administration

- Assist the injured/ill firefighter to remain or return to work while they recover, while also ensuring that the return to work date is sensible, flexible and safe for the firefighter.
- Help the firefighter return to the workplace post-injury/illness.
- Connect and consult with the injured/ill firefighter, treating health professional, and WSIB representative and make sure that everyone understands what to expect and what is expected of them.
- Monitor the firefighter's progress towards returning to work
- Help resolve issues or disputes related to the return to work

Workers Roles and Responsibilities

- Participate in training and education about PTSD
- Report concerns, incidents so that they can be investigated and addressed
- Listen to coworkers and encourage engagement
- Reduce stigma by participating in positive conversations

Chaplain Roles and Responsibilities

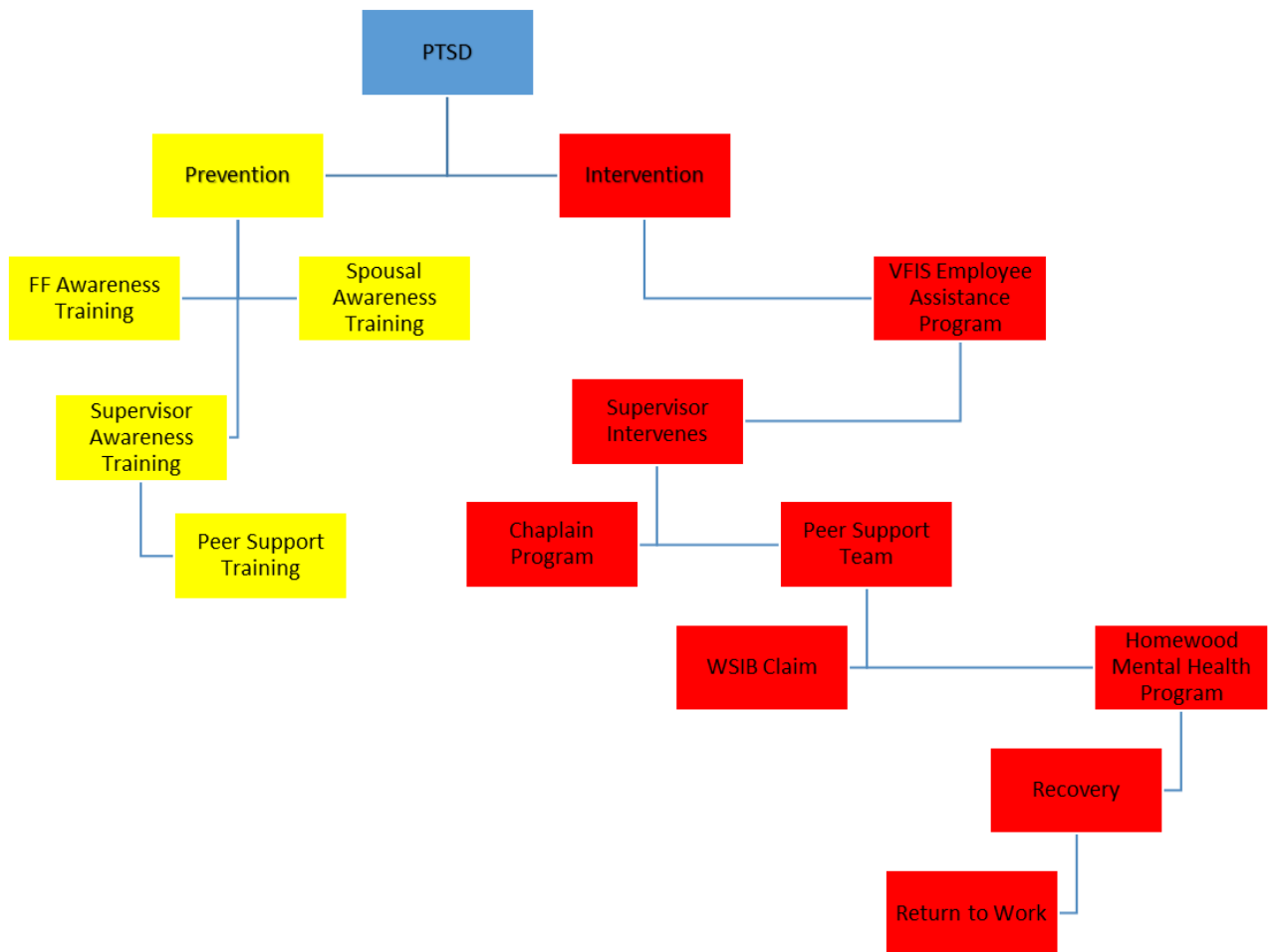
- Participate in the PTSD training to gain an understanding of the protocols
- Be available when called upon to provide support to any firefighter in need
- Provide non-judgmental, emotional support to all firefighters or families who seek support
- Understand the other resources available for the firefighters in order to obtain help for them if further help is required
- Participate in peer support training and assist with the guidelines written by the committee

Policies/Procedures/Standard Operating Guidelines

All policies/procedures/standard operating guidelines are being developed in association with the Senior Management team, the Peer Support Team and the Health and Safety Committee of Minto Fire. Each group will review and revise the documents before they are finalized and issued to all firefighters. This method is standard for all health and safety related documents for Minto Fire. Once issued, each firefighter is given a copy and expected to review the documents on a regular basis.

The Peer Support Team will be tasked with writing policy regarding their deployment and the structure involved. They will work with other Peer Support Teams in the County to identify best practices so all Teams are working together under a similar structure. These policies will arise later once teams have been properly trained.

PTSD PLAN SUMMARY





TOWN OF MINTO

DATE: May 19, 2017
REPORT TO: Mayor and Council
FROM: Chris Harrow, Fire Chief
SUBJECT: Howick Fire Protection Agreement

STRATEGIC PLAN:

6.5 Make available the Town's Volunteer Fire Services to abutting municipalities at fees that cover the cost of developing and maintaining the service, and support joint initiatives to share the cost of fire prevention and inspection services.

BACKGROUND:

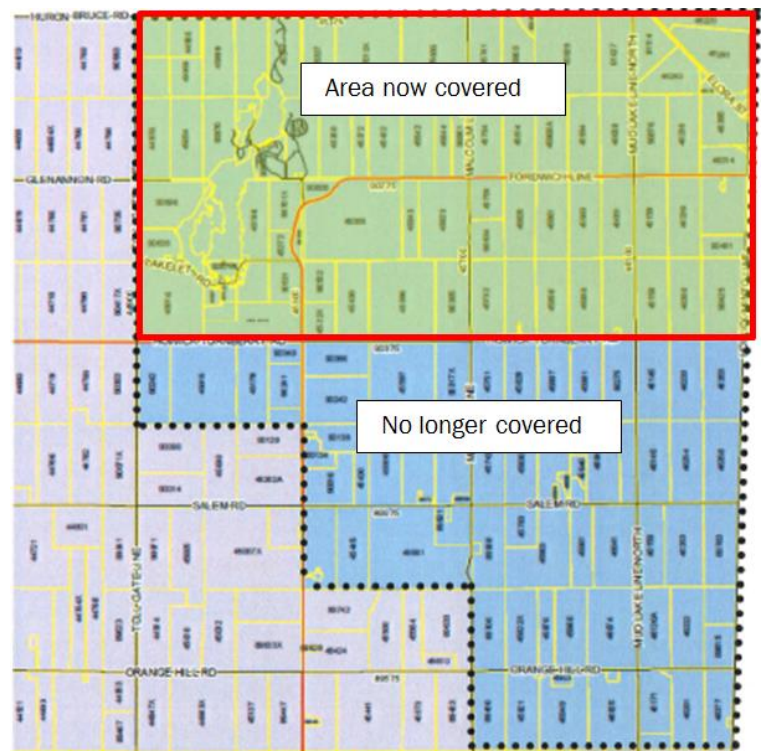
In 2015, Minto CAO/Clerk and Fire Chief worked with the Township of Howick, at their request, to renegotiate the existing Fire Protection Agreement. The original agreement has a base amount of \$18,000 increasing annually at cost of living. A new agreement was negotiated that would pay Minto a base amount of \$9,000 plus \$3000 per call for service in Howick's boundaries. The agreement was passed by both Councils and applied in 2016.

Last year Minto Fire responded to 13 calls for service within Howick for a total cost of \$39,000, which far surpassed the old fixed amount of approximately \$18,000. The number of incidents for 2016 was much higher than the historical rate. Howick is concerned about the amount of incidents and requested in early 2017 to renegotiate the agreement once again. Minto Fire Chief Harrow and Howick's Fire Chief agreed upon another framework to reduce the costs for Howick but increase the area they are responsible for sending fire-fighters. Howick Council passed the revised agreement in March 2017.

COMMENTS:

The new agreement significantly cuts the area covered by Minto Fire in Howick Township (see adjacent map).

The basis used for the new proposal was a consistent response time by Howick's fire station to all areas of their municipality. The times were calculated by the Howick Fire Chief to all corners of their municipality ensuring a consistent level of service for their residents. Any residence outside of this time frame was considered excessive and a boundary line was drawn along the Howick Turnberry Road capturing the coverage area to be serviced by Minto.



Along with the smaller area, the amount paid to Minto decreased. The new agreement also reverts back to a fixed amount paid yearly. The new amount in the agreement is \$6500 per year which is fairly low. However, to offset the decrease in fees paid, Minto retains the ability to charge for motor vehicle collisions attended. The cost per incident is approximately \$1200 per hour, as per our fee schedule. Motor vehicle collisions account for approximately 20-40% of our responses into Howick, but can vary from year to year.

While the new agreement is significantly different than the previous, it is a service that should technically be provided to Howick based on the availability of Clifford firefighters to respond in Howick. How they offer fire protection to their residents is the sole decision of their Council. In the new agreement, the areas of Driftwood Beach and Camp Wyoka are still covered by Minto Fire. Both of these areas are well populated at different times of the year and the Howick Fire Chief and I both agree it is important to have the quickest response possible to these areas.

The Howick Fire Chief has been excellent to deal with during the entire process. Minto Fire will continue to work closely through Mutual Aid and training sessions. The Town appreciates that the calls in 2016 were excessing and the old agreement exposed Howick to a challenging financial situation if calls escalated. Had there been only a few calls Minto Fire would have been down revenue in 2016. However, Minto Fire has no issues recommending passing of this revised agreement agreement. The agreement will be reviewed frequently and ensure Minto does not suffer significant financial loss.

FINANCIAL CONSIDERATIONS:

This agreement will cover the last half of 2017, therefore significant decrease in projected revenue in the current budget is not expected. We will need to adjust revenue projections during the 2018 budget process.

RECOMMENDATION:

That the Council approve the new Township of Howick Fire Protection Agreement as outlined in the Fire Chiefs May 19 2017 report and pass the corresponding By-Law authorizing the CAO/Clerk and Mayor to sign the agreement.

Chris Harrow
Fire Chief



TOWN OF MINTO

DATE: May 31, 2017, 2017

REPORT TO: Mayor and Council

FROM: Annilene McRobb, Deputy Clerk

SUBJECT: Temporary Road Closure Clifford Homecoming

STRATEGIC PLAN:

8.4 Facilitate in partnership with private business and/or non-profit groups small, medium and large sized events that attract visitors to Minto, increase use of Town facilities and open spaces, take advantage of local talent and culture, fundraise for local groups and/or enhance local business.

8.12 Promote and support development of Minto's authentic heritage and culture to assist with creating a unique family destination. Work with local heritage groups to create tours and integrate historic stories into local tourism product.

BACKGROUND

The Clifford Homecoming is August 4th-7th, 2017 with a parade planned on August 5th at 11 am. The parade route is Elora Street North to Nelson Street, East to Brown Street and North to James Street and is 1.6 km in length. The committee is requesting that the route be closed to traffic between the hours of 10 am and 1 pm on August 5th.



COMMENTS:

Organizers have contacted emergency services who are aware of the event and have provided their completed application. Staff is processing the permit as required by Town

policies. Public Works has been advised of the need to provide support in closing the road, and is working with Steed and Evans to ensure Elora Street resurfacing from Grein's to Park Street is done before the event. A By-law is required to close the roads for the time period requested as this is a one-time event not covered by our special events policy passed in 2015 to "grandfather" road closures for certain annual events

FINANCIAL CONSIDERATIONS:

This event was developed by a local community group. Proceeds of the 150th Community Anniversary and Clifford Homecoming will be donated back for community betterment.



RECOMMENDATION:

That Council receives the Deputy Clerks report dated May 30, 2017 regarding the Clifford Homecoming Parade and considers a By-law in regular session closing Elora Street North to Nelson Street East, Nelson Street East to Brown Street, Brown Street to James Street and James Street to Elora Street North in Clifford, between the hours of 10:00 a.m. to 1:00 p.m. Saturday August 5th, 2017.

Annilene McRobb
Deputy Clerk



TOWN OF MINTO

DATE: May 10, 2017

REPORT TO: Mayor and Council

FROM: Bill White C.A.O. Clerk; Wayne Metzger Water Foreman

SUBJECT: Bulk Water Draft Policy

STRATEGIC PLAN:

11.1 Implement financial plans to ensure water distribution and treatment, and sewage collection and treatment systems are operated effectively and efficiently, costs are allocated fairly based on residential and non-residential metered rates, and operations, maintenance and future capital replacement is planned for and financed.

11.2 Continue to operate water treatment and distribution with the highest standards of public safety in mind and according to Provincial requirements using highly trained Town staff, and maintain cross training and enhanced duties to assume responsibility for sewage collection and treatment facilities from Centre Wellington. Maintain both water and sewer facilities using qualified Town staff so long as it is cost effective and efficient to do so.

BACKGROUND:

At the May 16 meeting Council considered a request to take bulk water and passed the following resolution:

THAT Council receives the C.A.O. Clerk and Water Foreman's May 10, 2017 report Bulk Water Request Bright's Water Services Inc. and that staff be directed to negotiate a draft agreement with Bright's Water Services to provide access for bulk water in Palmerston along with a policy and updated rate for Council consideration.

In discussion with Bright's they advised they do not have formal agreements with most municipalities where water is taken. Normally there is an application and payment process along with specifications on connection and insurance.

The attached draft policy allows very limited bulk water taking with no exclusivity for Bright's or any other company. This policy is consistent with Town practices over the years to provide some bulk water to meet an expressed need (ie. IPM 2016), and includes the following:

- Allows for a maximum 0.725% of total consumption to be taken annually or about 5,050 cubic metres of bulk water annually. There is no exclusivity to any one company.
- Companies apply in writing to the Overall Responsible Operator (ORO Wayne Metzger) and pre-pay for all bulk water. Fee will be as set out in Fees and Charges By-law.
- No bulk water is given if there is any kind of water restriction in place for any regular Minto customer. The ORO can allow water taking from any system where appropriate.
- The ORO can deny any request at any time, and will report annually (at budget) about how much bulk water is taken.
- Town can shut off supply of bulk water at any time with no consequence and is saved harmless from any action regarding supply of water

- Recommended fee of \$3 per cubic meter plus \$100 per written application to ORO.

COMMENTS:

Council was advised the Town permitted bulk water taking for IPM 2016 as have allowed occasional requests where bulk water has been needed over the years. By limiting total available water to less than 0.725% of total consumption there will be no impact on supply for any one system. The ORO can allow for bulk water taking in any urban system depending on need and supply. Minto Pines is less suited for bulk water there is no storage available.

The 32% drop in consumption in Palmerston reported last meeting was based on Management Review figures that did not include all of 2016. Actual consumption figures for all systems are as follows:

	2016 water use (m³)	Peak use (m³)	Lowest use (m³)	% reduction
Clifford	96,529	168,662	82,547	51%
Harriston	287,099	388,458	287,099	26%
Palmerston	304,288	346,739	304,288	12%
Minto Pines	6,623	9,560	6,623	31%
Total	696,555	913,419	680,557	25%

Since installing meters Minto experienced an overall 25% reduction in water use, or over 232,800 m³ less water used despite strong growth in all three urban areas. Total amount of bulk water allowed for use by the draft policy is less than 0.725% of consumption, allowing up to 5,050 m³ water to be taken where customers now use 232,862 m³ less water.

The policy does not allow bulk water taking during water restrictions. Annual restrictions were needed to curb use when flat rates applied. Restrictions could be removed and replaced with an education system to encourage wise use of water. People who water grass every day will pay considerably more for water. The Town will have to restrict water use during emergencies or prolonged drought when bulk water taking will not be allowed.

FINANCIAL CONSIDERATIONS:

Total revenue from 5,050 m³ of water in one season (+180 loads) at \$3 per m³ is \$15,150 plus \$100 admin fee. \$3 per m³ is on the high end of what Bright's pays in other places.

RECOMMENDATION:

That Council receives the C.A.O. Clerk and Overall Responsible Operator's May 30, 2017 report Bulk Water Policy, approves the policy as presented, and directs staff to bring forward a by-law to implement a charge of \$3 per m³ plus \$100 administration and remove water restrictions for all Minto customers except as may be required during emergency, drought or other conditions identified by the Overall Responsible Operator

Bill White C.A.O. Clerk

Wayne Metzger, Overall Responsible Operator

Section: Public Works	Policy Number: 4.5
Policy: Bulk Water Taking	Effective Date: 06/06/2017
Date Last Revised:	Current Revision Date:

Purpose

The Town owns and operates ground water sourced drinking water systems in Clifford, Harriston, Palmerston and Minto Pines. This policy outlines conditions by which bulk water might be taken at a Minto water system.

Description of Systems

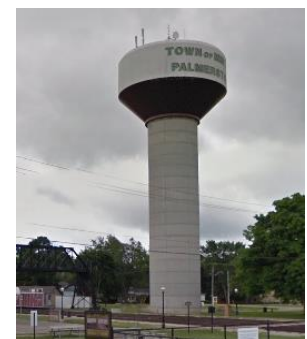
- a) The Clifford System (Class II) serves about 800 persons and consists of three drilled wells, two wellhouses, an elevated 1275 m³ storage tank and a distribution network of watermain ranging in diameter from 100 mm to 150 mm. The system is used for fire protection with about 46 fire hydrants in the distribution system. There are 344 active water meters in Clifford. Peak water consumption was 168,662 m³ in 2012, and lowest consumption was in 2015 of 82,547 m³, a 51% reduction. Average consumption is 114,705 m³ per year since 2009.



- b) The Harriston System (Class II) serves about 2,108 permanent residents and 800 households. It contains three drilled bedrock wells, three wellhouses, an elevated 1915 m³ storage tank and a distribution network of 100 mm to 250 mm mains. About 77 fire hydrants are available for fire protection. There are 830 active water meters. Peak water consumption was 388,458 m³ in 2009, and the lowest consumption in 2016 was 287,099 m³, a 26% reduction. Average consumption is 354,861 m³ per year since

2009.

- c) The Palmerston System (Class II) serves around 2,579 permanent residents and 910 households from four drilled bedrock wells, two wellhouses, an elevated 2500 m³ steel storage tank and a distribution network of 100 mm to 250 mm diameter mains. 102 fire hydrants are available for fire protection. There are 1040 active meters. Peak water consumption in 2012 was 346,739 m³ and lowest use in 2016 was 304,288 m³, a 12% reduction. Average consumption is 322,045 m³ annually since 2009



Section: Public Works	Policy Number: 4.5
Policy: Bulk Water Taking	Effective Date: 06/06/2017
Date Last Revised:	Current Revision Date:



d) Minto Pines System (Limited Groundwater) serves a 36 lot residential subdivision with 98 permanent residents. One wellhouse contains 200 mm diameter production bedrock well equipped with submersible pump discharging to a 50 mm diameter steel pipe connected to a magnetic flow meter. The well pump is controlled by pressure switch on the header pipe. Peak water consumed was 9,560 m³ in 2012, and lowest use in 2016 was 6,623 m³, a 31% reduction. Average consumption is 7,630 m³ per year since 2009.

Since water meters were installed Minto experienced an overall 25% reduction of water use, or over 232,800 m³ less water used despite considerable growth in all three urban areas

Strategic Plan

- 11.1 Implement financial plans to ensure water distribution and treatment, and sewage collection and treatment systems are operated effectively and efficiently, costs are allocated fairly based on residential and non-residential metered rates, and operations, maintenance and future capital replacement is planned for and financed.
- 11.2 Continue to operate water treatment and distribution with the highest standards of public safety in mind and according to Provincial requirements using highly trained Town staff, and maintain cross training and enhanced duties to assume responsibility for sewage collection and treatment facilities from Centre Wellington. Maintain both water and sewer facilities using qualified Town staff so long as it is cost effective and efficient to do so.

Possible Bulk Water Use

The Town at its sole discretion and subject to the limits in this policy may allow taking of bulk water to support events of benefit to residents of Minto where safe and reliable water supply must be assured, services to builders/contractors for new and existing construction, commissioning new water mains, utility locate services, filling pools and other such purposes deemed acceptable by the Overall Responsible Operator.

Limits to Bulk Water Use

The maximum amount of bulk water the Town may allow to be taken is 0.725% of total water consumed in the year previous (for example total consumption 2016 was 696,555 m³ of water so maximum bulk water taking in 2017 is 5050 m³).

Town will not permit taking of bulk water during any period in which there are water restrictions of any kind on any regular customers of the Town water system.

Section: Public Works	Policy Number: 4.5
Policy: Bulk Water Taking	Effective Date: 06/06/2017
Date Last Revised:	Current Revision Date:

No connections for bulk water may be made without proper backflow prevention or other such controls to the satisfaction of the Overall Responsible Operator.

A bulk water user shall make a written request to the Overall Responsible Operator for permission to connect for the purposes of taking bulk water indicating the amount of water to be taken, the method of connection, the intended use for the bulk water, and appropriate insurance. All such bulk water requests shall be accompanied by payment in full including staff supervision and inspection fee, per cubic metre charge, and applicable taxes.

Bulk water may only be taken with the express written consent of the Overall Responsible Operator of the Town subject to the limits of this policy, who shall report annually to Council on the amount of bulk water taken, reasons for its taking, benefitting company, and revenue received at each system.

The Town is not obligated to make available access to any water system to allow taking of bulk water and may interrupt or prohibit access at any time at its sole discretion and option.

The Town, its employees and/or its agents are not responsible for any and all liabilities, damages, costs, claims, suits, or actions caused by or resulting from the operation, maintenance, repairs, services, or systems and/or any related fixtures and appurtenances affixed to any Minto Water System, other than those resulting from the negligence or wilful act of the Town, its employees, agents and those for whom the Town is responsible in law.



Town of Minto
5941 Highway 89
Harriston, ON N0G 1Z0
Ph 519-338-2511
Fax 519-338-2005

SECTION A – ACCOUNT INFORMATION

Customer Number: FOR OFFICE USE ONLY		Access Number : FOR OFFICE USE ONLY	
		*PIN (4 digits):	
*Application Date:			

SECTION B – CUSTOMER INFORMATION

*Name of Account:			
Person to contact concerning this application:	*Name:		
	Email:		
	Preferred delivery by:	[] Email	[] Mail
	*Telephone Office:		
	Home:		
	Cell:		
	Fax:		
*Address:			
*City/Town		*Postal Code:	

Fields that have an asterisk (*) must be provided.

SECTION C – ACCOUNT TERMS

All customers are required to prepay for bulk water.

By signing this document you:

- Declare that the information provided is correct
- Are responsible for any contamination or pollution of the potable water system as a direct result of your use of the bulk water sales outlet
- Agree to pay the rates set forth in the current applicable Utility Bylaw(s)
- Agree that the Town of Minto shall have the right to terminate use for the following reasons:
(a) Improper use of facility
(b) For any other reason the Town of Minto staff considers sufficient

*Print Name:	
*Signature:	

SECTION D – PAYMENT

*Payment Method:		* Initial Payment Amount:	
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FOR OFFICE USE ONLY:	
Date Accepted: _____ by:	Accepted _____ Signature/Staff Accepting Application)



TOWN OF MINTO

DATE: May 15th, 2017

REPORT TO: Mayor Bridge and Members of Council

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

SUBJECT: Minutes of Settlement and Assessment Adjustments

STRATEGIC PLAN:

Manage Town finances in a transparent and fiscally responsible manner using a wide variety of accepted methods such as maintaining healthy reserves, investing conservatively, sensible user fees, property tax control, and responsible borrowing.

BACKGROUND:

Under Section 40 (20) of the Assessment Act, The Town is required to amend the assessment roll with regard to decisions made by the Assessment Review Board (ARB) for actions brought to the Board under the following circumstances:

- their current value assessment is too high;
- updated structure data which changed their assessment;
- their property classification is incorrect; or
- if a property has more than one property class, the portion that is attributable to each class is incorrect.

The Town is also required to approve adjustments made as Advisory Notices of Adjustment (ANAs) under Sections 19.1 (5) and (7) of the Assessment Act and as Post Roll Amended Notices (PRANs) under Section 32 (1.1) of the Assessment Act. These ANAs and PRANs will result in decreased tax levies due to changes in assessments. These changes may affect the phase-in amounts of these assessments.

Requests for Reconsideration occur when a taxpayer asks the Municipal Property Assessment Corporation (MPAC) to review an assessment. If successful, Minutes of Settlement are issued to the Town the appropriate adjustments are made after Council approval.

COMMENTS:

Attached is a listing of adjustments from the above mentioned sources which have been received in our office. These assessment changes deal with a property that appealed to the Assessment Review Board due to incorrect property structure details on their roll.

FINANCIAL CONSIDERATIONS:

The Town bears the cost of its share of these tax reductions, while the portions relating to the County of Wellington and the related School Boards are charged back to these bodies.

RECOMMENDATION:

That Council receives the May 2017 report from the Treasurer and Tax Collector regarding Assessment Adjustments and that these adjustments are approved.

Respectfully submitted by,

Reviewed by,

Janet Klemp, AMCT
Tax Collector

Gordon R. Duff, CGA
Treasurer

TOWN OF MINTO

Minutes of Settlement May 2017

Roll Number	Assessment Change	Effective Date				
			General	County	School Board	Total
Minutes of Settlement						
2341 000 005 13210	XT of 918,991 decreased to 902,000 Corrected property structure details - ARB Decision	Jan 1 - Dec 31, 2012	(67.53)	(77.62)	(91.28)	(236.43)
2341 000 005 13210	XT of 1,411,700 decreased to 902,500 Corrected property structure details - ARB Decision	Jan 1 - Dec 31, 2013	(4,280.23)	(4,796.98)	(5,474.72)	(14,551.93)
2341 000 005 13210	XT of 2,287,500 decreased to 1,845,034 Corrected property structure details - ARB Decision	Jan 1 - Dec 31, 2014	(3,717.52)	(4,163.00)	(4,647.55)	(12,528.07)
2341 000 005 13210	XT of 2,287,500 decreased to 1,905,767 Corrected property structure details - ARB Decision	Jan 1 - Dec 31, 2015	(3,293.53)	(3,617.04)	(3,919.04)	(10,829.61)
2341 000 005 13210	XT of 2,287,500 decreased to 1,966,500 Corrected property structure details - ARB Decision	Jan 1 - Dec 31, 2016	(2,817.35)	(3,051.66)	(3,295.53)	(9,164.54)

XT - Commercial New Construction



TOWN OF MINTO

DATE: May 15th, 2017

REPORT TO: Mayor Bridge and Members of Council

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

SUBJECT: Section 357 Applications

STRATEGIC PLAN:

Manage Town finances in a transparent and fiscally responsible manner using a wide variety of accepted methods such as maintaining healthy reserves, investing conservatively, sensible user fees, property tax control, and responsible borrowing.

BACKGROUND:

Section 357 and 358 of The Municipal Act, S.O. 2001, c. 25, as amended are submitted to the Municipal Property Assessment Corporation (MPAC) for several reasons including fire loss, demolitions, mobile unit removed and gross or manifest errors.

COMMENTS:

The attached list is for the 2014, 2015 and 2016 taxation years and is the result of demolition of bank barn, sheds, silo, house and supplemental issued on incorrect roll number due to MPAC error.

FINANCIAL CONSIDERATIONS:

The Town of Minto bears the cost of its share of these tax reductions, while the portions relating to the County of Wellington and the related School Boards are charged back to these bodies.

RECOMMENDATION:

THAT Council receives the May 2017 report from the Treasurer and Tax Collector regarding Section 357 Applications and that these applications are approved.

Respectfully submitted by,

Reviewed by,

Janet Klemp, AMCT
Tax Collector

Gordon R. Duff, CGA
Treasurer

May 2017

FT - Farmland
RT - Residential
CT - Commercial

**TOWN OF MINTO**

DATE: May 30, 2017
REPORT TO: Mayor and Council
FROM: Gordon Duff, Treasurer
SUBJECT: Approval of Accounts

STRATEGIC PLAN:

Manage Town finances in a transparent and fiscally responsible manner using a wide variety of accepted methods such as maintaining healthy reserves, investing conservatively, sensible user fees, property tax control, and responsible borrowing.

BACKGROUND

The following is a summary of accounts by Department paid for May 30, 2017

Administration	\$ 258,520.33
People & Property	
Health & Safety	
Health Services	
Building	2,733.19
Economic Development	9,441.14
Incubator	470.86
Tourism	2,037.62
Fire	25,070.64
Drains	15,015.40
Roads	84,121.81
Cemetery	
Waste Water	24,721.40
Streetlights	777.74
Water	13,351.37
Town Landscaping Care	126.24
Recreation	4,766.07
Clifford	5,785.09
Harriston	7,457.28
Palmerston	14,016.90
Norgan	6,032.44
	<hr/> <hr/>
	\$ 474,445.52

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 May 30, 2017 regarding Approval of Accounts, and approves the Town of Minto accounts by Department for May 2017.

Gordon Duff, Treasurer



TOWN OF MINTO

DATE: June 1, 2017

REPORT TO: Mayor and Council

FROM: Gordon Duff, Treasurer

SUBJECT: Clean Water and Wastewater Fund (CWWF) Transfer
Payment Agreement

STRATEGIC PLAN:

- 5.1 Actively seek out Federal and Provincial grants and revenue-sharing programs, and promote sustainable and equitable funding programs that require a minimal amount of reporting and promote local autonomy.
- 5.3 Ensure financial plans to include a blend of capital financing methods including long-term debt, user fees, grants, internal reserves and taxation, and maintain reserves to the point where Minto reduces reliance on borrowing or tax increases to finance major capital expenditures.

BACKGROUND

In the fall of 2016, the Town of Minto submitted an application under the CWWF program for the reconstruction of water and sanitary sewer services on George Street in Harriston from Arthur Street to Young Street. Certain other improvements to the road and sidewalks were incorporated into the budget for this project. The CWWF has a unique structure. The application form is quite short and the amount of funding is known. The Federal government contributes fifty per cent of eligible expenditures and the Province of Ontario contributes twenty-five per cent. The local municipality funds the remaining twenty-five per cent plus any ineligible costs.

COMMENTS

At the October 4, 2016 Council meeting, the George Street project was selected as Minto's priority project. The details from the September 29, 2016 report are shown below:

George Street South Water and Sewer

The project involves reconstructing George Street with new water, sewer, storm sewer and

upgrades to improve system function and address inflow and infiltration concerns. It coincides with reconstruction of George Street North in front of the Harriston Senior School. Total project cost is estimated at \$1,225,000. As this is infrastructure replacement a Class EA is not required.



The Transfer Agreement contains a requirement that the works be completed by March 31, 2018. This may prove a challenge from a practical point of view. The tender for this project was posted June 1, 2017 with a submission deadline of June 15, 2017. It is hoped that a qualifying bid will be presented to Council at the June 20, 2017 meeting. There is a provision to request an extension to March 31, 2019 and staff recommends that this extension be requested in order to have sufficient time for the final coat of asphalt to be applied and to complete any work which may be unfinished at the conclusion of the 2017 construction season.

FINANCIAL CONSIDERATIONS:

The budgeted cost for the total project is \$1,430,000. The federal component of the funding is \$498,740, and the Provincial share is \$249,370. In the 2017 Minto Capital Budget, \$250,000 will be funded by debenture, with the remaining expenditures to be funded from reserves, current taxes and user fees.

RECOMMENDATION:

That Council receives the June 1, 2017 report from the Treasurer and a by-law authorizing signing of the Transfer Payment Agreement be considered in open session.

Gordon Duff, Treasurer



TOWN OF MINTO

DATE: May 23, 2017

REPORT TO: Mayor Bridge and Members of Council

FROM: Mike McIsaac, Roads Foreman

SUBJECT: Municipal Drain #6 13, 54 Improvement

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:

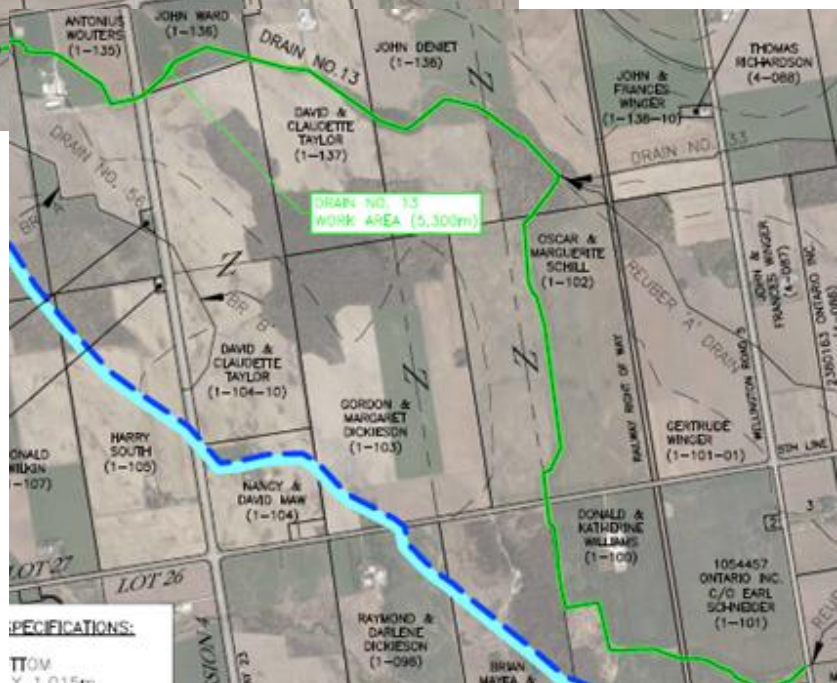
Staff received maintenance requests on Municipal Drains #6, 13 and 54. Drains 6 and 54 are shown below in red and purple respectively. They run essentially along the 7th Line

northerly to the Maitland River

Drain 13 shown in green connects into Drain 6 near the 7th line with a drainage area south passed the 5th Line



A site meeting was held March 17 with landowners to determine the extent of the maintenance projects. Many owners have open ditches running through their lands in need of maintenance. Many questions asked about the current assessment schedules were clarified by Dietrich Engineering. A second meeting at the Town Office on May 19 to addressed more questions and



provided an opportunity for landowners to voice concerns and give suggestions on how to proceed with this work. Dietrich Engineering and staff believe the current assessment schedules do not divide maintenance costs fairly to the individual properties. This meeting resulted in landowners supporting a section 78 petition to improve the drain and update the assessment schedule in a new report.

COMMENTS:

Dietrich Engineering Limited was appointed by Council through Triton Engineering to conduct investigations under the Drainage Act. It is proposed that Dietrich provide a report to Council under Section 78.1 outlining improvements needed to address the concerns in Municipal Drain 6, 13 and 54.

Section **78(1)** states that where **council** considers it appropriate to undertake one or more of the projects for the better use, maintenance or repair of the drainage works or of lands or roads, the municipality may undertake and complete the project in accordance with the report of an **engineer** appointed by it and without the required petition.

FINANCIAL CONSIDERATIONS:

The cost of the Engineering Report is assessed against all affected landowners and road authorities if Council decides to proceed with the project. The Engineer will also set the percentage assessment of the approved works that each landowner and road authority will pay upon completion of the project.

RECOMMENDATION:

That the Council of the Town of Minto receives the Road Foreman's report dated May 23, 2017 regarding the Municipal Drain Petition and Improvement under Section 78 of the *Drainage Act* and appoints Dietrich Engineering Limited to represent the Town's interest in regard to maintenance of Municipal Drains #6, 13 and 54.

Mike McIsaac
Road Foreman

The Corporation of the Town of Minto

By-law No. 2017-45

By-law to authorize execution of an Agreement with
Her Majesty the Queen in Right of Ontario
as represented by the Minister of Infrastructure;
Clean Water and Wastewater Fund

WHEREAS Section 9 of the Municipal Act, S.O. 2001, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Government of Canada has committed two billion dollars (\$2,000,000,000) towards the CWWF for projects to improve water, wastewater, and storm water systems across Canada.

AND WHEREAS under the Bilateral Agreement, the Province has agreed to identify projects, and be responsible for the transfer of CWWF funds to eligible Recipients pursuant to transfer payment agreements.

AND WHEREAS the Town of Minto is eligible to receive funding for Upgrading of Approximately 420 m of Sanitary Sewer, Storm-water and Watermain Integral to the George Street Reconstruction Project;

NOW the Parties agree as follows:

1. That the Mayor and C.A.O. Clerk are hereby authorized to sign and execute the Clean Water and Wastewater Fund (CWWF) (Ontario) Transfer Payment Agreement attached hereto as Schedule "A".
2. That this By-law shall come into force and take effect on the date of final passing thereof.

Read a first, second, third time and passed in open Council this 6th day of June 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White

The Corporation of the Town of Minto
By-law No. 2017-46

to authorize the Mayor and CAO Clerk to execute a Fire Services Agreement
between the Corporation of the Town of Minto and the Corporation of the
Township of Howick

WHEREAS Section 9 of the Municipal Act, S.O. 2001, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 5 (3) of the Municipal Act, S.O. 2001, as amended, provides that municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 2 (6) of the Fire Protection and Prevention Act, Chapter 4, S.O. 1997 (as amended) authorizes a municipality to enter fire services agreements with other municipalities to provide and/or receive fire protection services;

AND WHEREAS Minto and Howick signed an agreement dated February 16, 2016 for the provision of fire protection services to Howick, and Howick subsequently approved a revised fire services agreement at its March 21, 2017 meeting to reduce the area for which fire coverage is requested, and reduce the fee for service payable to Minto;

AND WHEREAS Minto is prepared to make available fire protection services to Howick on the basis of the revised agreement, and Howick is agreeable and requests of Minto to provide fire protection services to the area of Howick defined as *Fire Area* in Schedule "A" attached hereto and forming part of this agreement.

NOW THEREFORE the Parties agree as follows:

1. That the Mayor and C.A.O. Clerk are hereby authorized to sign and execute the Fire Services Agreement attached hereto as Schedule "A".
2. The Fire Services agreement dated February 16, 2016 approved by Minto By-law 2016-09 is hereby null and void and replaced with the Fire Services Agreement attached to this By-law as Schedule "A"
3. This By-law shall come into force and take effect on the date of final passing thereof.

Read a first, second, third time and passed in open Council this 6th day of June, 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White

Fire Services Agreement

made this day of , 2017.

between

The Township of Howick (hereinafter called "Howick")

-and-

The Town of Minto (herein called "Minto")

Whereas, Section 2 (6) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) authorizes a municipality to enter fire services agreements with other municipalities to provide and/or receive fire protection services;

And whereas, Howick operates fire protection services and manages assets suitable to meet municipal responsibilities required by the *Fire Protection and Prevention Act* through a fire department situated within Howick;

And whereas, Minto is prepared to make available fire protection services to Howick and Howick is agreeable and requests of Minto to provide fire protection services to the area of Howick defined as *Fire Area* in Schedule "A" attached hereto and forming part of this agreement;

Now therefore, in consideration of the mutual covenants, conditions, considerations and payments herein contained Minto and Howick mutually agree as follows:

1. In this Agreement, unless the context otherwise requires:
 - a. "*Designate*" means a person who in the absence of the *Fire Chief*, has the same powers and authority as the *Fire Chief*;
 - b. "*Fire Area*" means the area of Howick defined in Schedule "A" attached hereto and forming part of this agreement;
 - c. "*Fire Chief*" means the chief of the fire department;
 - d. "*Fire Department*" means the municipal department authorized to perform *Fire Protection Services*;
 - e. "*Fire Protection Services*" means and includes activities defined in the *Fire Protection and Prevention Act*, more particularly described as: Fire Suppression, Rescue and Emergency Services, Communications, modified medical tiered response as per the agreement of tiered response with Howick shown as Schedule "B". Public Fire Education shall be coordinated and communicated jointly to the *Fire Area* by Howick and Minto. Emergency Management situations or exercises as may be defined under the *Emergency Management and Civil Protection Act* shall fall under the direction of Howick with required response coordinated and communicated with Minto.

Fire Protection Services do not include request and demand fire inspections, open air burning matters and/or any other issues or complaints regarding nuisance burning in the *fire area* covered by Minto. All of the services provided by Minto to the *Fire Area* shall be shown in Schedule "B".

2. Responsibilities

- 2.1** Minto will supply *Fire Protection Services* to all properties and residents situated within the geographical area of Howick shown in Schedule "A" which shall be known as the "*Fire Area*".
- 2.2** The Service Delivery Expectations are included as Schedule "B". During the term of this agreement the Service Delivery Expectations provided to the *Fire Area*, including the level of service, will not change.
- 2.3** Howick shall be responsible for notifying, in the manner and to the extent deemed necessary, residents and occupants in the *Fire Area* of procedures for reporting an emergency and of the services provided by the Minto Fire Department. The notification shall be consistent with the provisions in Schedule "B". Minto shall receive a copy of any notification to be distributed in the *Fire Area* by Howick.
- 2.4** Fire apparatus and personnel that will respond to occurrences in the *Fire Area* of Howick will constitute sufficient apparatus and fire fighters to accomplish the specific services identified in the agreement.
- 2.5** Notwithstanding Section 2.4 above, the fire chief, or designate, may refuse to supply the described response to occurrences if such response personnel, apparatus or equipment are required in Minto or elsewhere, under the provisions of the County of Wellington Mutual Aid Plan. In such a case the fire chief, or designate, shall summon assistance for coverage to the *Fire Area* in accordance with the provisions of the fire protection or mutual aid agreements referred to in Section 2.2 above.
- 2.6** Minto shall be required to send a summary of incident reports within the *Fire Area* to the Fire Chief or designate of Howick on a quarterly basis.
- 2.7** Minto will receive all funds received for occurrences at which the fire department attends in the *Fire Area*. Minto will be responsible for the billing of all funds.
- 2.8** Howick shall take whatever action is appropriate and necessary to have the Howick Fire Chief or designate appointed as *Chief Fire Official* for the *Fire Area* and have all of the powers of the *Chief Fire Official* as per the *Fire Prevention and Protection Act*. All matters requiring decisions of the *Chief Fire Official* shall be communicated to the Howick Fire Chief immediately so as to make a timely decision.

2.9 The Fire Chief or designate of Howick and the Fire Chief or designate of Minto agree to communicate as often as deemed necessary, but no less frequently than once per year, to discuss program and service delivery matters within the *Fire Area*.

2.10 Howick shall provide Minto a current map of the response area at the commencement of this agreement and thereafter a further copy of each update and revision thereto, noting necessary firefighting information. (i.e. permanent road closures, fire protection water source)

2.11 Howick and Minto both agree that they will pass enabling by-laws in order to confirm the terms and conditions of this agreement to enable each municipality to enter into said agreement, thus binding the municipality to said agreement.

3. Reimbursement

Howick agrees to reimburse to Minto payment in the manner and amounts established. The amounts established are based upon an annual flat fee of \$6,500.00 for response by Minto Fire into the *Fire Area*. The yearly amount does not alter no matter the number of stations or apparatus sent by Minto. As well, the number of hours spent on the response does not alter the amount. This agreement will be in force from the passing of the by-law until amended or appealed by the Council of the Town of Minto or the Township of Howick.

4. Arbitration

4.1 So often as there may be any dispute between the parties to this agreement, or any of them, with respect to any matter contained in this agreement, including but not limited to the interpretation of this agreement, the same shall be submitted to arbitration under the provisions of the *Municipal Arbitrations Act*, R.S.O. 1990 c. M. 48 and the decision rendered in respect of such proceedings shall be final and binding upon the parties of the agreement. Both parties agree to split the cost of the arbitration process.

4.2 If for any reason the said arbitration cannot be conducted pursuant to the provisions of the *Municipal Arbitrations Act*, then the parties hereto shall agree to the selection of a single arbitrator, and in the absence of such agreement, such arbitrator shall be appointed by the Judge of the Supreme Court of Ontario pursuant to the provisions of the *Arbitrations Act* S.O. 1991 c. 17, or pursuant to any successor legislation.

5. Duration of Agreement

5.1 This agreement embodies the entire agreement of the parties with regard to the matters contained herein, and no other agreement shall be deemed to exist except as entered into writing by both parties to this agreement.

5.2 This agreement shall be in force for a period of five (5) years, commencing on the 1st day of June, 2017 and concluding on the 31st day of December, 2022 and thereafter it shall be automatically renewed from year to year unless in any year either party gives notice to the other party, as set out in Section 5.c. hereto.

5.3 This agreement may be terminated at any time by either party giving written notice to the other party not less than six (6) months prior to the desired termination date. In any case of termination prior to June 30, the fees specified in Section 3 will be applied on a yearly pro rata basis.

5.4 The parties agree that this agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days written notice of the proposed amendment(s).

5.5 This agreement shall be governed by and be constructed solely in accordance with the laws of the Province of Ontario and the laws of Canada applicable hereto.

6. Currency

All references to currency amounts in this agreement shall be references to Canadian dollars.

7. Validity

7.1 If any part of this agreement is held or rendered invalid or illegal, the remainder of this agreement continues to apply.

7.2 In the event that any covenant, provision or term of this agreement should at any time be held by any competent tribunal void or unenforceable, then the agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this agreement which shall remain in full force and effect once the necessary changes have been made.

7.3 This agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

7.4 All of the provisions and covenants contained in this agreement shall survive the expiry or other termination of this agreement.

8. Liability and Indemnification

8.1 Minto shall not be liable for any injury to Howick or to any officers, employees, agents, residents, occupants or visitors of Howick or the Fire Area, or for any damage to or loss of property of Howick, or of any officers, employees, agents, residents, occupants or visitors of Howick or the Fire Area, caused by or in any way related to the performance of this Agreement, including (without limitation) failing to provide Fire Services on any occasion to Howick or for any decision made by the Fire Chief pursuant to section 2.5 of this Agreement.

- 8.2** Howick shall save harmless and fully indemnify Minto, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 8.1 and such indemnification shall survive the termination of this Agreement.
- 8.3** Sections 8.1 and 8.2 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Minto while acting within the scope of his or her employment.
- 8.4** Howick shall not be liable for any injury, damage or loss sustained by personnel, apparatus or equipment of Minto caused by or in any way related to the performance of this Agreement.
- 8.5** Minto shall save harmless and fully indemnify Howick, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 8.1 and such indemnification shall survive the termination of this Agreement.
- 8.6** Sections 8.4 and 8.5 do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Howick while acting within the scope of his or her employment.

9. Confidentiality and Protection of Privacy

- 9.1** The parties acknowledge and agree that, in the performance of this Agreement, each may be required to have access to information that is confidential or proprietary in nature to the other party ("Confidential Information"). Confidential Information will not include any information that:
- i. was in the public domain or was created or disclosed for the purpose of being in the public domain;
 - ii. was disclosed to a party by a third party, without breach of any duty of confidentiality;
 - iii. was approved in writing for disclosure, without restriction, by the disclosing party;
 - iv. is required to be disclosed by operation of law or regulation to which either party is subject, notice of such requirement of disclosure to first be provided to the party which owns the Confidential Information, wherever possible; or
 - v. was developed by either party independently, without a breach of any duty of confidence.
- 9.2** Neither party shall disclose Confidential Information to anyone other than to a designated representative of the party who requires the Confidential Information to perform the Fire Protection Services described in this Agreement. Wherever possible, prior to releasing any Confidential Information to the other, the disclosing party shall obtain from the designated representative of the other party an undertaking to comply with the obligations under this agreement pertaining to the protection of Confidential Information.

Where required by the disclosing party, the other party shall provide written confirmation, satisfactory to the disclosing party, that such designated representatives have agreed to be bound by the terms of this Section 9.

- 9.3** All Confidential Information disclosed by one party to the other party, or to the other party's designated representatives, shall remain the sole and exclusive property of the disclosing party, regardless of how the Confidential Information is represented, stored, produced or acquired.
- 9.4** Upon completion of the Fire Services, the termination of this Agreement or at the request of either party, all Confidential Information of the disclosing party shall be promptly returned, or if requested and not prohibited by a legal requirement, destroyed, including all copies, notes and summaries in the receiving party's possession or in the possession of any of its designated persons. The receiving party shall then certify in writing to the disclosing party that all Confidential Information, including all copies or partial copies, have been returned or destroyed.
- 9.5** Where Minto or Howick or any of their respective employees, officers or agents will have access to any personal information or personal health information in the possession of the other party, as those terms are defined in *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*, when performing the Fire Services described herein, then Minto or Howick, as the case may be, agrees to comply with, and have its employees, officers or agents comply with, any Protection of Personal Information and Personal Health Information rules, directions and requirements as the other party may impose from time to time, acting reasonably.

10 Workplace Health and Safety and Insurance Issues

- 10.1** Minto agrees to provide sufficient insurance coverage for providing Fire Services for the *Fire Area* of Howick. Minto shall provide Howick with proof of such insurance coverage.
- 10.2** Minto shall provide to Howick, proof of Worker's Safety and Insurance Board (WSIB) coverage for the fire department's firefighters on a yearly basis for the duration of this agreement.

In witness hereof the parties have duly executed this Agreement.

The Corporation of the Town of Minto

Per _____
George Bridge, Mayor

Per _____
Bill White, CAO/Clerk

We have authority to bind the Corporation

The Corporation of the Township of Howick

Per _____
Art Versteeg, Reeve

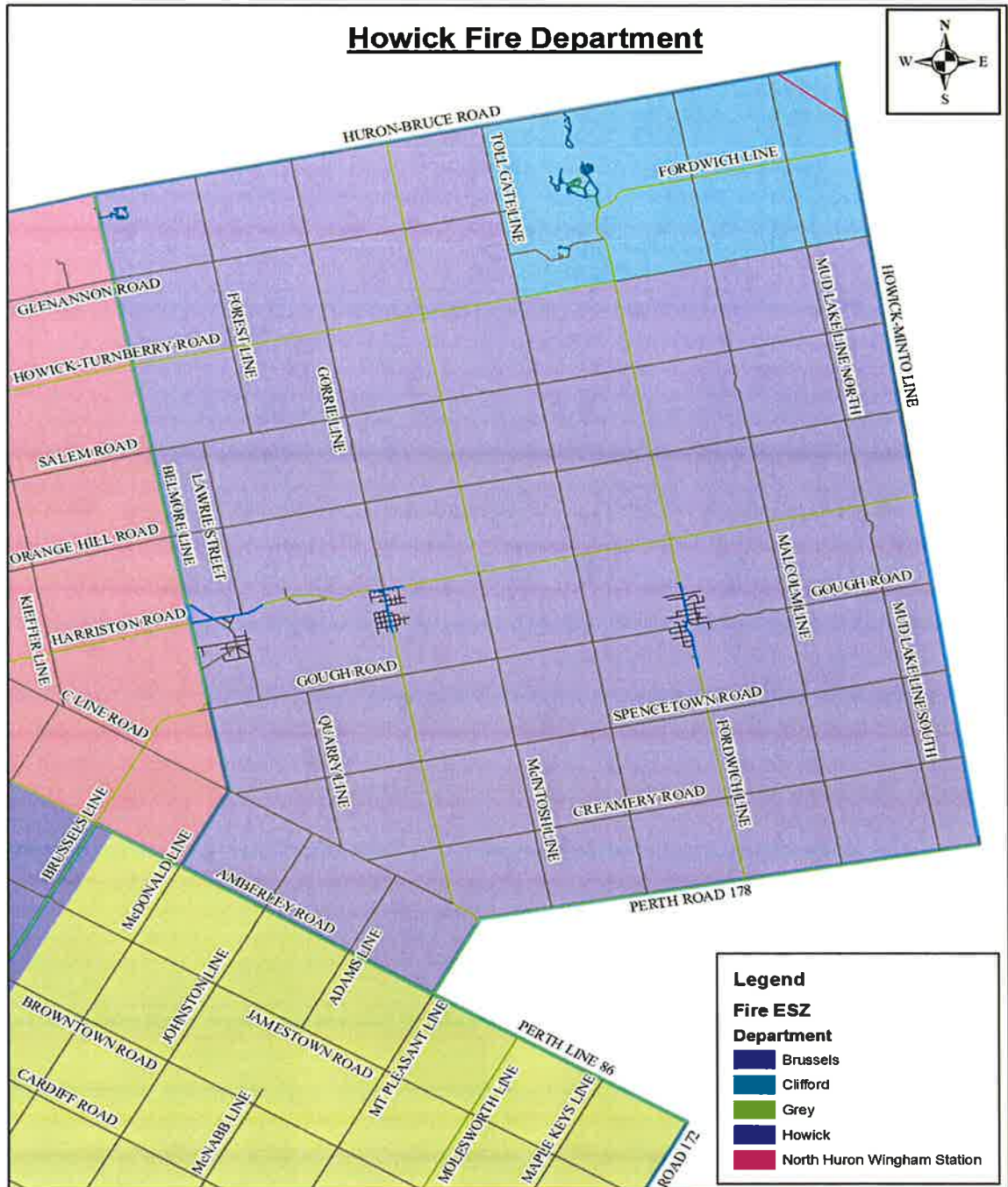
Per _____
Carol Watson, Clerk

We have authority to bind the Corporation

Schedule "A"

Fire Area

The following is a map of the *Fire Area* of the Township of Howick covered by Minto.



Schedule “B”

Service Delivery Expectations

Minto will provide to the *Fire Area*:

- Fire Suppression
- Rescue and Emergency Services including responses to Motor Vehicle Collisions
- The above will not include Trench Rescue, or Water Rescue as Minto Fire does not offer these services
- Communications
- Hazardous Materials Response to the Awareness Level only
- Medical Tiered Response, as per the current Minto service offered
- Routine Fire Inspections
- An investigator for any fire that is deemed to require an investigation prior to an investigator from the Office of the Fire Marshal and Emergency Management arriving if required.

Howick will provide to the *Fire Area*:

- Emergency Management situations or exercises as may be defined under the *Emergency Management and Civil Protection Act*.
- Open Air Burning Matters
- Issues or Complaints regarding Nuisance Burning
- Enforcement of any other By-laws applicable to Howick residents.
- Minto Fire Department shall make every effort to notify the Howick Fire Chief, or designate, as soon as practically possible, in the event that a fire occurs in the designated response area.

Complaint Fire Inspections and Public Education shall be identified coordinated and communicated jointly to the *Fire Area* by Howick and Minto.

The Corporation of the Town of Minto
By-law Number 2017-47

To Temporarily Close Roads in Clifford
on August 5, 2017 for a Community Event

WHEREAS Section 11 (3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may pass by-laws, respecting matters within the sphere of jurisdiction of highways, including parking and traffic on highways;

AND WHEREAS pursuant to the said *Municipal Act*, Section 8 (1) and 9 provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to the said *Municipal Act*, Section 35 authorizes municipalities to pass by-laws removing or restricting the common law right of passage by the public over a highway;

AND WHEREAS the Council of the Town of Minto has been delegated the authority to temporarily close a Highway;

AND WHEREAS the Council of The Town of Minto deems it advisable to temporarily close certain streets within the municipality to restrict unauthorized traffic in order to facilitate the Clifford Homecoming Parade event on August 5th, 2017

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

- (a) That the following road be temporarily closed to traffic from 10:00 a.m.- 1:00 p.m. on Saturday August 5th, 2017
- (b) Elora Street North to Nelson Street East
- (c) Nelson Street East to Brown Street
- (d) Brown Street to James Street
- (e) James Street to Elora Street North

- 2. This By-law shall come into force and effect on the date of its final passing.

Read a first, second, third time and passed in open Council this 6th day of June, 2017.

Mayor George A. Bridge

Bill White C.A.O. Clerk

The Corporation of the Town of Minto
By-law 2017-48

To Amend Zoning By-law Number 01-86
by adding a new permitted use for Aquaculture Production

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 Section 37.30 – M1-30(H) Zone (Palmerston), is amended by adding the following new permitted use:

37.30	e) An aquaculture production facility within an enclosed building on private services (well and septic) is permitted. An aquaculture production facility may include: a hatchery/nursery, office, processing, packaging, warehousing and shipping of product.
-------	---

2. THAT except as amended by this By-law, the land shall be subject to all applicable regulations of Zoning By-law 01-86, as amended.
3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

Read a first, second, third time and passed in open Council this 6th day of June, 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White

EXPLANATORY NOTE
BY-LAW NUMBER 2017-48

THE PROPOSED AMENDMENT applies to all lands subject to the M1-30 (H) Exception Zone as identified on Schedule 'A' Map 4 – Palmerston.

THE PURPOSE AND EFFECT of the amendment is to permit an aquaculture production facility within an enclosed building on private services within the M1-30(H) Exception Zone – Palmerston.

The Corporation of the Town of Minto
By-law No. 2017-49

To confirm actions of the Council of the
Corporation of the Town of Minto
Respecting a meeting held June 6, 2017

WHEREAS the Council of the Town of Minto met on June 6, 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 June 6, 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 6th day of June, 2017.

Mayor George A. Bridge

C.A.O. Clerk Bill White