



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

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**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**

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**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**

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**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**

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**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 12<sup>th</sup>, 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 12<sup>th</sup>, 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**

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**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 9<sup>th</sup>, 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 5<sup>th</sup> 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 150<sup>th</sup> Banners and preliminary work on the Harriston and Palmerston Pools.

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**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 16<sup>th</sup> line as well as 9 blocks in the three communities plus paving the Clifford arena.

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**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 3<sup>rd</sup> and 5<sup>th</sup> 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 3<sup>rd</sup> 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.**

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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

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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

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Mayor George A. Bridge

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C.A.O. Clerk Bill White

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