



Council Minutes
Tuesday, July 18, 2017 2:30 p.m.
Council Chambers

Council Present:

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

Staff Present for all or part of meeting:

Bill White, C.A.O. Clerk	Annilene McRobb, Deputy Clerk, Recording Secretary
Gordon Duff Treasurer	Belinda Wick-Graham, Business & Economic Manager
Wayne Metzger, Water Foreman	Mark Robertson, Sewer Foreman
Terry Kuipers, Chief Building Official	Mike McIsaac, Road & Drainage Foreman

1. Call to Order - 2:30 p.m.

2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act

Mayor Bridge declared a pecuniary interest for items 12 c) 1) and 16 a) Sale of Palmerston Industrial Land to 2380681 ONTARIO LIMITED.

3. Motion to Convene into Closed Session

RESOLUTION 2017-145

Moved By: Councillor Dirksen; 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 June 20 2017 Closed Session**
- **Labour relations or employee negotiations; Facilities and Building Departments**

Carried

4. Motion to Convene into Open Session

RESOLUTION 2017-146

Moved By: Councillor Colwell; Seconded By: Councillor Anderson
THAT The Council of the Town of Minto resume into open Council.

Carried

5. Minutes of Previous Meeting

- a. Regular Council Minutes of July 4, 2017

RESOLUTION 2017-147

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Elliott
THAT the minutes of the July 4, 2017 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Mayor Bridge, Deputy Mayor Faulkner, and Councillor Turton identified items.

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

RESOLUTION 2017-148

Moved By: Councillor Turton; Seconded By: Councillor Dirksen
THAT The Town of Minto Council convenes into Committee of the Whole.

Carried

8. Public Meeting

9. Delegations

10. Public Question Period - None

11. Correspondence Received for Information or Requiring Direction of Council

- a. Ontario Human Right Commission, 2016 - 2017 Annual Report - A Bold Voice
- b. Canadian Association of Nuclear Host Communities, Municipal Support for Deep Geologic Repository
- c. Randy Pettapiece, M.P.P., Municipal Fire Service Recognized as Critical Infrastructure resolution response

Council discussed Items 11 b) and c).

MOTION: COW 2017-179

Moved By: Councillor Anderson; Seconded By: Councillor Turton
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

- 1. Saugeen, Grey Sauble, Northern Bruce Peninsula Drinking Water Source Protection Committee Minutes of February 3, 2017**

MOTION: COW 2017-180

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

THAT the Saugeen, Grey Sauble, Northern Bruce Peninsula Drinking Water Source Protection Committee Minutes of February 3, 2017 be received for information.

Carried

b. Committee Minutes for Approval

- 1. Economic Development and Planning Committee Minutes of June 8, 2017**

Belinda Wick-Graham advised Communities in Bloom judges had positive feedback from their July 16 – 17 visit. In the minutes she noted the fall Joint Economic Development Committee meeting will be rescheduled. “Filipino Night” in Palmerston was a success, employers support the program, and work continues grow this community to enhance workforce. \$15,000 of \$25,000 Wellington County BRE funding is allocated to LaunchIt.

MOTION: COW 2017-181

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

THAT Council receives the Economic Development and Planning Minutes of June 8, 2017 and approves any recommendations contained therein.

Carried

c. Staff Reports

Having previously declared a pecuniary interest Mayor Bridge left his chair. Deputy Mayor Faulkner assumed the Chair.

- 1. Business & Economic Manager, Palmerston Industrial Agreement of Purchase & Sale – Lot 1A**

The Business and Economic Manager stated owners of Grant’s Service Centre put in an offer for the one acre west of their existing storage buildings.

MOTION: COW 2017-182

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

THAT Council receives the July 7, 2017 report from the Business and Economic Manager regarding the Agreement of Purchase & Sale for Lot 1A in the Palmerston Industrial Park and authorizes the Deputy Mayor and the Clerk to sign the Agreement of Purchase & Sale.

Carried

Mayor Bridge returned to the Chair

2. Business & Economic Manager Palmerston Industrial Land Sale - Krosinski
Belinda Wick-Graham noted the conditional land sale is for 3 acres for growing and processing medical cannabis with a first right of refusal on a 3 added acres. Rezoning is needed which involves a public meeting. Staff researched similar facilities in nearby communities. The C.A.O. Clerk explained the rezoning process. Council discussed the proposal the need for input during the rezoning process.

MOTION: COW 2017-183

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT the Council of the Town of Minto receives the July 7, 2017 report from the Business and Economic Manager regarding the Agreement of Purchase & Sale for Lot 4 in the Palmerston Industrial Park and authorizes the Mayor and the Clerk to sign the Agreement of Purchase & Sale.

Carried

3. Deputy Clerk, Lease Agreement – County of Wellington Library
Deputy Clerk McRobb noted a further report will come forward in the fall regarding the sub-lease with the groups.

MOTION: COW 2017-184

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT Council receives the July 11, 2017 report from the Deputy Clerk regarding Lease Agreement – County of Wellington Library and that a Council considers a By-law in open session authorizing the Mayor and Clerk to sign the lease.

Carried

4. C.A.O. Clerk, Minto Secondary Plans
C.A.O. Clerk White explained secondary plans and why they will be useful in Clifford and Palmerston to ensure infrastructure work addresses growth areas. He noted the County report which states new Provincial Planning documents link boundary adjustments to five year official plan reviews. The secondary plan will help the County deal with growth management work during their five year review beginning in 2019.

MOTION: COW 2017-185

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

That Council receive the C.A.O. Clerk's July 13, 2017 report Minto Secondary Plans and the County of Wellington Provincial Plan Updates and directs staff to start a secondary planning process in northwest Clifford and west Palmerston.

Carried

Councillor Turton assumed the Chair

5. C.A.O. Clerk, Wastewater Foreman Update Clifford Sanitary Sewers, Ultra Rib Pipe Wastewater Foreman Robertson noted video inspection of the sewer system showed little infiltration and only a few areas of concern. \$150,000 is not needed to line sewers, but \$30,000 should be spent on Clifford SCADA. The Ultra-Rib policy is amended so regular sewer lining is removed in favour of regular inspections.

MOTION: COW 2017-186

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

THAT Council receives the report from the Public Works Wastewater foreman Clifford Ultra Rib Pipe Sanitary Sewer Mains Strategy and approves the updated policy attached to the report and \$30,000 be reallocated from Clifford sewer lining to Clifford SCADA System.

Carried

7. C.A.O. Clerk, Overall Responsible Operator Bulk Water Policy

C.A.O. Clerk White noted that bulk water facts were placed on the Town website and in social media. Staff requests the policy to give direction to the Overall Responsible Operator on limits to bulk water taking. Council discussed the merits of a policy and public feedback.

MOTION COW 2017-187

Moved by: Councillor Colwell; Seconded Councillor Anderson

THAT the Bulk Water policy presented state that only Minto residents use the water coming out of our system

Defeated

MOTION: COW 2017-188

Moved By: Mayor Bridge; Seconded By: Deputy Mayor Faulkner

THAT Council receives the C.A.O. Clerk and Overall Responsible Operator's July 13, 2017 report Recommended 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.

Carried

A recorded vote was called with Councillors Elliott and Turton, Mayor Bridge and Deputy Mayor Faulkner in favour, and Councillors Anderson, Dirksen, Colwell opposed.

9. Roads & Drainage Foreman, Cremation Options Minto Cemeteries

Roads & Drainage Foreman McIsaac stated all three cemeteries require design work to identify and cost options to inter cremated remains. Council talked about future reserves.

MOTION: COW 2017-189

Moved By: Councillor Anderson; Seconded By: Councillor Dirksen

THAT Council receive the Road & Drainage Foreman and CAO Clerk's July 7, 2017 report Minto Cemeteries, Cremation Gardens and Columbariums, that staff proceed with

contracting design work to develop interment options for cremation gardens, columbariums, cremation walls or similar features as may be desired in Harriston, Clifford and Palmerston cemeteries, and that options include costing and financing of new installations over time, and that work on the access road and plots northeast of the chapel in Harriston and re-alignment of plots in Clifford continue using existing budgeted funds.

Carried

Councillor Colwell assumed the Chair

8. Treasurer, Approval of Accounts

Treasurer Duff noted payments for work on Jane and Inkerman, engineering, new utility pick-up, lagoon blowers, heating system at the Harriston arena and rail bridge improvements.

MOTION: COW 2017-190

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for July 14, 2017 as follows: Administration \$ 169,592.77, Building \$18,513.16, Economic Development \$3,081.58, Incubator \$1,871.00, Tourism \$1,719.99, Fire \$19,344.01, Roads \$372,727.45, Cemetery \$ 5,392.93, Waste Water \$78,948.71, Streetlights \$8,161.16, Water \$14,819.84, Town Landscaping Care \$18,967.44, Recreation \$5,239.97, Clifford \$3,273.38, Harriston \$26,692.75, Palmerston \$27,838.51, Norgan \$ 4,533.73.

Carried

Mayor Bridge resumed the Chair

6. C.A.O. Clerk, Draft Succession Plan

C.A.O. Clerk presented on the 2017 -2022 succession plan, a living document designed to prepare staff for new opportunities as they are available in the organization. 22% of Minto's workforce retires in five years. The plan calls for training and development to retain and attract talent. Council noted the benefits of succession planning and suggested an option where people take "acting positions" to see if a new role suits both parties.

MOTION: COW 2017-191

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

THAT Council receives the CAO Clerk's presentation on the 2017-22 Succession Plan.

Carried

a. Other Business Disclosed as Additional Item

Deputy Mayor Faulkner invited Council and staff to his home for a BBQ after the meeting.

Councillor Turton noted the Jimmy Keys show at the Harriston Legion is Friday night with proceeds going to the Kinsmen Flood Relief fund.

Mayor Bridge thanked everyone for pulling together to prepare for Communities in Bloom. He noted the Ministry of Municipal Affairs has not determined whether Disaster Relief Funding will be available to property owners although they have all Minto's information.

Belinda Wick Graham confirmed the Harriston Kinsmen Club has started a flood relief fund through RBC. More information will follow from the Kinsmen.

C.A.O. Clerk White stated a flood debrief is later this month and more information will come to Council and to the community. The Conservation Authority and Town will engage in public sessions this fall. Councillor Turton noted that Province meets with the Conservation Authorities this week. Mayor Bridge a report on municipal drains is coming August 1.

13. Motion to Return To Regular Council

RESOLUTION 2017-149

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

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

Carried

14. Notices of Motion - None

15. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION 2017-150

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

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

Carried

16. By-laws

Having previously declared a pecuniary interest Mayor Bridge vacated the Chair and Deputy Mayor Faulkner assumed Chair.

a. 2017-59, Sale of Palmerston Industrial Lands to 2380681 ONTARIO LIMITED

RESOLUTION 2017-151

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

THAT By-law 2017-59; to Authorize the Sale of Industrial Lands and first right of refusal for additional lands on Minto Road Palmerston Industrial Park to 2380681 ONTARIO LIMITED; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

Mayor Bridge returned to the Chair

b. 2017-60, County of Wellington Harriston Library Lease Agreement

RESOLUTION 2017-152

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT By-law 2017-60; to Authorize the Mayor and Clerk to execute An Agreement between the Corporation of the Town of Minto and the Corporation of the County of Wellington; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c. 2017-61, Sale of Palmerston Industrial Lands to Krosinski Enterprises Ltd

RESOLUTION 2017-153

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

THAT By-law 2017-61; to Authorize the Sale of Industrial Lands and first right of refusal for additional lands on Minto Road Palmerston Industrial Park to Krosinski Enterprises Ltd; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

d. 2017-62, Confirm Proceedings July 18, 2017 Committee of the Whole/Council Meeting

RESOLUTION 2017-154

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT By-law 2017-62; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held July 18, 2017; 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 5:02 p.m.

RESOLUTION 2017-155

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