



Council Minutes
Tuesday, August 1, 2017 3:00 p.m.
Council Chambers

Council Present:

Mayor George A. Bridge

Deputy Mayor Ron Faulkner

Councillor Mary-Lou Colwell

Councillor Judy Dirksen

Councillor Jean Anderson

Councillor Ron Elliott

Council Regrets: Councillor Dave Turton

Staff Present for all or part of meeting:

Bill White, C.A.O. Clerk

Annilene McRobb, Deputy Clerk

Greg Mallett, Lead Hand/Recreation & Facilities Assistant

Cam Forbes, By-Law Enforcement Officer

Taylor Keunen, Economic Development Assistant

Quinn Foerter, Administrative Assistance, Recording Secretary

Stacey Pennington, Building Inspector

Gordon Duff, Treasurer

Mike McIsaac, Road & Drainage Foreman

Chris Harrow Fire Chief

1. Call to Order 3:02 p.m.

2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act - None

3. Minutes of Previous Meeting

a. Regular Council Minutes of July 18, 2017

RESOLUTION 2017-156

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT the minutes of the July 18, 2017 Council Meeting be approved.

Carried

4. Additional Items Disclosed as Other Business

Mayor Bridge, Deputy Mayor Faulkner, Councillors Colwell, Dirksen, Anderson and Elliott all identified items.

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

RESOLUTION 2017-157

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

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

Carried

6. Public Meeting - None

7. Delegations

a. Gabriella Ieropoli, Community Youth Resiliency Worker, Mount Forest Family Health Team and Helen Edwards, Seniors' Health Services Coordinator - The Truth About Youth
Gabriella Ieropoli and Helen Edwards presented information on programs pairing at risk youth and seniors in the community such as raking leaves, building community garden boxes and a wheelchair ramp for a senior. They will work with staff on future initiatives and thanked Minto for the support. Mayor and Council thanked them for the delegation.

8. Public Question Period – None

9. Correspondence Received for Information or Requiring Direction of Council

- a. Clifford Recreation Association, August Newsletter
- b. City of Owen Sound, Support Resolution - Request for Economic Impact Analysis
- c. AMO, Submission on Bill 148 - Fair Workplaces, Better Jobs Act, 2017
- d. Township of the Archipelago, Reconsider Proposed Changes Under Bill 86
- e. Mapleton Seniors Centre for Excellence, August Newsletter & Calendar of Events
- f. Ken Porter, Minto Cemeteries Objection, Clarification and Formal Complaint

Councillor Colwell asked that Item 9 b) be pulled and that the resolution from the City of Owen Sound be supported.

Councillor Dirksen requested Item 9 f) be discussed as it contained some good points. Care and maintenance and public input were discussed. Council asked Mayor Bridge to respond to the letter.

MOTION: COW 2017-192

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

THAT Minto Council support correspondence item 9b) City of Owen Sound resolution requesting Economic Impact Analysis regarding changes to the Employment Standards Act.

Carried

MOTION: COW 2017-193

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

THAT Mayor Bridge respond to correspondence item 9f) Ken Porter Minto Cemeteries Objection, Clarification and Formal Complaint, and Council require the proposal request for designs of interment options for cremated remains in the three cemeteries include opportunity for public input.

Carried

MOTION: COW 2017-194

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT Council receives the balance of the correspondence as information.

Carried

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

a. Committee Minutes for Receipt

1. Maitland Valley Conservation Authority Board of Directors Minutes of June 21, 2017
 2. Maitland Valley Conservation Authority Board of Directors Minutes of June 26, 2017
- C.A.O. Clerk White noted Minto flooding was discussed June 26 and the MVCA passed motions with actions in response to the June 23, 2017 1:100 year event.

MOTION: COW 2017-195

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT the Maitland Valley Conservation Authority Board of Directors Meeting Minutes of June 21 and June 26, 2017 be received for information.

Carried

b. Committee Minutes for Approval

1. Parks and Recreation Advisory Committee Minutes of June 26, 2017

Lead Hand Recreation & Facilities Assistant Greg Mallett highlighted three major events in the next few weeks including Clifford Homecoming, 9th Annual JYD Slo-pitch Tournament, and U14 PeeWee Boys National Softball Championships. Repairs were required at Harriston and Palmerston Pools and tendered work at the Palmerston Arena was finished.

MOTION: COW 2017-196

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT Council receives the Parks & Recreation Advisory Committee Minutes of June 26, 2017 and approves any recommendations contained therein.

Carried

2. Cultural Roundtable Minutes of July 24, 2017

Economic Development Assistant Keunen highlighted the Harriston-Minto Agricultural Society's Event Development Fund Application, the Live2Lead event, and Culture Days. Minto is working to qualify for the Youth Friendly Community Recognition Program.

MOTION: COW 2017-197

Moved By: Councillor Dirksen; Seconded By: Councillor Anderson

THAT Council receives the Cultural Roundtable Minutes of July 24, 2017 and approves any recommendations contained therein.

Carried

c. Staff Reports

1. Facilities Manager, Tuff Truck Event

The Lead Hand/Recreation & Facilities Assistant reviewed the Harriston Kinsmen proposal to install permanent obstacles at the Fair Grounds for their annual event. The Parks and Recreation Advisory Committee recommend the proposal, provided an agreement is signed with the Town. Council noted written approval from the Agricultural Society is needed.

MOTION: COW 2017-198

Moved By: Councillor Dirksen; Seconded By: Councillor Elliott

THAT Council receives the Facilities Manager's July 25th, 2017 report Tuff Truck Event, and authorizes the Harriston Kinsmen to place permanent features at the Harriston Fairgrounds for Tuff Trick in locations acceptable to the Facilities Manager subject to an agreement being signed with the Town covering maintenance, insurance and written approval from the Harriston-Minto Agricultural Society.

Carried

2. Facilities Manager and Road Foreman, Trails Maintenance

Road Foreman McIsaac noted a refurbished boom flail mower demonstrated this spring can maintain trail tree canopy, mow lagoon side grass and other jobs. A demonstrator unit is available. Council discussed staff flexibility to buy new to get best value.

MOTION: COW 2017-199

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

THAT Council receive the Facilities Manager and Roads Foreman July 25, 2017 report Trails

Maintenance and authorizes the purchase of a new/demonstrator/refurbished boom flail attachment, dual tires and rims from Trackless Vehicles Ltd. at a maximum cost of \$35,000 plus HST funded from the 2017 trails capital budget and County Trail Funding Programme.

Carried

3. By-law Enforcement Officer, Amendments to the Parking By-law

By-Law Enforcement Officer Cam Forbes noted restricted parking is needed after road reconstruction to ensure safety and emergency vehicle access.

MOTION: COW 2017-200

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

THAT Council receives the By-law Enforcement Officers August 1, 2017 report regarding the amended Parking By-law, and consider a by-law in open session to implement no parking on the east side of Jane St. from Main St. to the end of the road at the urban boundary.

Carried

MOTION: COW 2017-201

Moved By: Councillor Dirksen; Seconded By: Councillor Anderson

THAT Council discuss Item 10) c) 7) before Item 10) c) 4).

Carried

7. C.A.O. Clerk, Road & Drainage Foreman, Municipal Drain Update, Watershed Master Plan
C.A.O. Clerk Bill White outlined June 23 flood impact on municipal drains and the need for watershed planning through an application to the Federal Disaster Relief Program. Council discussed the Drainage Act and whether there are measures that could help.

MOTION: COW 2017-202

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT Council receives the Road and Drainage Foreman and C.A.O. Clerk's July 26, 2017 report Municipal Drain Update; Watershed Master Plan and approves an application to the Province for Flood Mapping with lidar scanning, Mitigation Planning analysis within the North Maitland River Watershed under the National Disaster Mitigation Program subject to Council receiving a terms of reference and approximate costing for the Master Plan before submission.

Carried

4. Building Inspector, Site Plan Approval, North Wellington Coop

Building Inspector Pennington reviewed the recommendation for conditional approval to address grading, drainage, fire safety, risk management, source water and similar. Council discussed safety and noted project benefit. The Fire Chief clarified existing safety plans.

MOTION: COW 2017-203

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

THAT Council receives the report from the Building Inspector dated July 19, 2017 Site Plan Approval, North Wellington Coop, and approves in principal the proposed Site Plan (dwg A-1b), prepared by Nelson Dawley, P. Eng. submitted July 10, 2017 subject to the execution of a site plan agreement with the Town requiring, among other matters, the following:

- 1. Confirmation of grading and drainage, site servicing details as well as the applicant's engineer identifying and overseeing removal of any existing unnecessary infrastructure related to the project all to the satisfaction of Public Works.**
- 2. Verification that on and off-site traffic movement details in relation to existing Westario poles and other infrastructure on municipal streets are satisfactory to the Town.**
- 3. Advice from Minto Fire and County Emergency Manager that the Fire Safety Plan and Risk Safety Management Plan are up to date and consistent with regard to the new buildings and infrastructure proposed.**
- 4. The Risk Management Plan required under the Clean Water Act is signed and filed to the satisfaction of the County Risk Management Official and Town Risk Management Inspector, and any other requirements under Section 4.9.5.2 of the Official Plan regarding the Drinking Water Threat Disclosure Report are met.**
- 5. The bulk fertilizer operation across Margaret Street is decommissioned and converted to storage to the satisfaction of the Town.**
- 6. Any and all approvals from any senior level of government or agency as the case may be are obtained at the applicant's sole cost and expense.**
- 7. That the Mayor and C.A.O. Clerk to sign the site plan agreement once a final site plan acceptable to Town staff and Triton Engineering has been filed addressing the conditions outlined in this approval are addressed.**

Carried

5. Chief Building Official, June 2017 Permit Stats Review

The Building Inspector reviewed permit activity and highlighted Department activities. June 2017 construction value is on par with 2016, but overall permit numbers are at record levels.

MOTION: COW 2017-204

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT Council receive the Chief Building Official's June Permit Review for information.

Carried

6. C.A.O. Clerk, New Purchasing By-law

The C.A.O. Clerk reviewed some of the major changes in the new purchasing by-law, which was also reviewed by Town legal counsel to ensure it meets all legislative requirements.

MOTION: COW 2017-205

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT Council receives the C.A.O. Clerk's July 17, 2017 report on the New Purchasing By-law, and that the By-law and Schedule "A" be approved in regular session.

Carried

8. C.A.O. Clerk Zoning Medical Cannabis Production Facility Palmerston Industrial Lands

C.A.O. Clerk Bill White outlined the necessary procedures that would be required to initiate a zoning by-law amendment. A County Planning report and public meeting is required.

MOTION: COW 2017-206

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

THAT Council receives the July 27, 2017 report from the C.A.O. Clerk regarding Zoning Medical Cannabis Production Facility Palmerston Industrial Lands, and approves initiating a zoning by-law amendment to permit cannabis cultivation within a medical cannabis production facility proposed on three acres of land located on Minto Road between Tri-coat and MSW Plastics.

Carried

Councillor Colwell assumed the Chair.

9. Treasurer, Approval of Accounts

Treasurer Gordon Duff noted payments for improvements to recreation facilities, as well as zoning and engineering costs, and debt repayment.

MOTION: COW 2017-207

Moved By: Councillor Dirksen; Seconded By: Mayor Bridge

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for July 28, 2017 as follows: Administration \$254,676.43, People & Property \$443.94, Building \$3,929.31, Economic Development \$14,363.97, Incubator \$219.52, Tourism \$1,975.49, Fire \$17,316.80, Roads \$32,566.00, Cemetery \$4,808.15, Waste Water \$18,714.74, Streetlights \$766.12, Water \$19,192.64, Town Landscaping Care \$731.15, Recreation \$13,461.50, Clifford \$27,951.25, Harriston \$21,358.96, Palmerston \$63,225.10, Norgan \$3,588.14.

Carried

Mayor Bridge returned to the Chair.

d. Other Business Disclosed as Additional Item

Councillor Colwell reminded everyone of the upcoming Minto Chamber of Commerce Barbecue August 17 at 6:00 pm on John Cox's Property.

Deputy Mayor Faulkner advised the International Plowing Match 2016 and Ontario Plowmen's Association reached a profit share agreement, and thanked everyone who made it a successful event.

Councillor Anderson noted the Clifford Homecoming Committee could still use volunteers for the weekend, and plans are for a great event.

Councillor Dirksen reminded everyone of the Clifford Homecoming Parade on Saturday.

Councillor Elliott advised that Eldon McLaughlin, posthumously nominated by the Palmerston Lions Club, and Wayne Martin, nominated by the Pike Lake Minto Lions Club received awards at the WOAA 75th Anniversary.

Mayor Bridge noted the Mayor's Golf Tournament is on August 10. He will buy candy for the Clifford Homecoming parade.

11. Motion to Return To Regular Council

RESOLUTION 2017-158

Moved By: Councillor Dirksen; Seconded By: Councillor Colwell

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

Carried

12. Notices of Motion - None

13. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION 2017-159

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

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

Carried

14. By-laws

a. 2017-63, Policies and Procedures Respecting the Procurement of Goods and Services

RESOLUTION 2017-160

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT By-law 2017-63; To Establish Policies and Procedures Respecting the Procurement of Goods and Services for the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

b. 2017-64, Temporary Road Closure Harriston Minto Ag Soap Box Derby

RESOLUTION 2017-161

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

THAT By-law 2017-64; To Temporarily Close Roads in Harriston on September 17, 2017 for a Community Event; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c. 2017-65, Amendment to Parking By-law

RESOLUTION 2017-162

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT By-law 2017-65; For the purpose of amending By-law 5000-05, a By-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

d. 2017-66, Water Restrictions Bylaw

RESOLUTION 2017-163

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

THAT By-law 2017-66; To permit the Overall Responsible Operator to establish water restrictions in any municipal water system within the Town of Minto to prohibit non-essential water use; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

e. 2017-67, Confirming Proceedings of August 1, 2017 Committee of the Whole/Council Meeting

RESOLUTION 2017-164

Moved By: Councillor Dirksen; Seconded By: Councillor Anderson

THAT By-law 2017-67; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held August 1, 2017; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

15. Adjournment 5:15 p.m.

RESOLUTION 2017-165

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

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

Carried

Mayor George A. Bridge

C.A.O. Clerk Bill White